

**GOVERNMENT OF MEGHALAYA
FINANCE (PAY REVISION) DEPARTMENT**

No.F(PR) – 52/2017/21

Dated Shillong, the 1st December, 2017

OFFICE MEMORANDUM

Subject: Implementation of the recommendations of the Fifth Meghalaya Pay Commission.

The undersigned is directed to say that consequent upon the decision taken by the Government on the recommendations of the Fifth Meghalaya Pay Commission, the Governor of Meghalaya is pleased to revise the scales of pay of the State Government employees with effect from 1st January, 2017 to be regulated as follows:-

- 1.1. A government employee shall draw pay in the Level of the Pay Matrix at **Annexure – I** applicable to the post to which he/she is appointed.
- 1.2. The Revised Pay Structure shall also be applicable to the members of the work-charged establishments holding posts in identical pay scales as admissible to the government employees of corresponding categories under the regular establishment/ services/posts.
- 1.3. All State Government employees who are drawing pay in the existing scales of pay shall draw pay in the corresponding Pay Level of the Pay Matrix, applicable to their posts/services with effect from 1st January, 2017.

Provided that a government employee may elect to continue to draw pay in the existing scale until the date on which he/she earns his/her next or any subsequent increment in the existing scale or until he/she vacates his/her post or ceases to draw pay in that scale.

- 2.1. A government employee who either opts to come over to the revised pay with effect from 1st January, 2017 **or** to retain the existing pay scale of a post held by him/her until he/she earns his/her next increment **or** any subsequent increment **or** until he/she vacates his/her post **or** ceases to draw pay in that scale shall exercise option in writing in the form appended at **Annexure – II** and submit to the respective Head of Office within 60 (sixty) days from the date of issue of this order. Gazetted officers who draw their pay on the authority of pay slips issued by the Accountant General (A&E), Meghalaya shall submit their option directly to the Accountant General (A&E).
- 2.2. If the option is not received within the time-limit, the government employee shall be deemed to have elected to be governed by the revised pay structure with effect from the 1st January, 2017.
- 2.3. Persons who died on or after the 1st January, 2017 and could not exercise option within the time-limit shall be deemed to have opted for the revised pay structure on 1st January, 2017 or such later date as is more beneficial to their dependents.
- 2.4. A government employee appointed to a post on or after the 1st January, 2017 shall, draw pay in the revised pay structure applicable to the post so held by him/her. In such case, the question of exercising option does not arise.

- 2.5.** In the case of a government employee who, on the date of issue of this order, is out of India on leave or deputation, foreign service or training as the case may be, the option should be exercised in writing and submitted to the appropriate authority within 60(sixty) days of the date of taking over charge of his post under the State Government. In the case of an employee who is under suspension on the 1st January, 2017, the option should be exercised within 60(sixty) days of the date of his/her return to duty if that date is later than the date of issue of these orders.
- 2.6.** The option once exercised shall be final.
- 3.1.** Pay in the revised pay structure shall be determined by multiplying the existing basic pay by a factor of 2.68 and thereafter the basic pay shall be fixed at the next higher stage in the Pay Matrix applicable thereto. If the amount arrived at is less than the minimum of the corresponding Pay Level in the Pay Matrix, the pay shall be fixed at the minimum of that Pay Level. If the amount arrived at is more than the maximum of the corresponding Pay Level in the Pay Matrix, the pay shall be fixed at the maximum of that Pay Level.
- 3.2.** The initial pay of a government employee who elects or deemed to have elected the revised pay structure shall be fixed separately in respect of his/her substantive pay in the permanent post on which he/she holds a lien or would have held a lien if it had not been suspended, and in respect of his/her pay in the officiating post held by him/her. If the pay in the officiating post is lower than the pay fixed in the substantive post, the pay shall be fixed in the same stage as that of the substantive pay. Where there is no stage in the applicable revised pay structure in the officiating post, his/her pay shall be fixed in the next higher stage.
- 4.1.** There shall be two dates for grant of increment namely, 1st January or 1st July of every year, instead of the existing date of 1st July. An employee shall be entitled to only one annual increment either on 1st January or 1st July depending on the date of his/her appointment, promotion or grant of financial up-gradation. The increment in respect of an employee appointed or promoted or granted financial up-gradation, including placement under the Modified Assured Career Progression Scheme (MACPS) during the period between the 2nd day of January and 1st day of July (both days inclusive) shall be granted on the 1st day of January and the increment in respect of an employee appointed or promoted or granted financial up-gradation including placement under MACPS during the period between the 2nd day of July and 1st day of January (both days inclusive) shall be granted on 1st day of July.
- 4.2.** The next increment of a government employee whose pay in the revised pay structure has been fixed on the 1st day of January, 2017 shall accrue on the 1st day of July, 2017 in the Pay Level in which the pay was so fixed.

Provided that the next increment after drawal of increment on the 1st day of July, 2017 shall accrue on the 1st day of July, 2018.

Provided also that the pay of an employee, who, in the existing pay scale, was drawing immediately before the 1st day of January, 2017 more pay than another government employee junior to him in the same cadre, gets fixed in the revised pay structure in a Cell lower than that of such junior, his pay shall be stepped up to the same Cell in the revised pay structure as that of the junior.

Provided further that in the case of an employee who had been drawing the maximum of the existing scale of pay for one year or more as on 1st January, 2017, one increment in the revised pay structure shall be allowed to him/her.

Provided also that in the case of an employee who was in receipt of an ad hoc increment on his/her stagnation for three years or more at the maximum of the existing scale of pay as on 1st January, 2017, one more increment in the revised scale of pay shall be allowed to him/her in addition to the increment already allowed under the preceding proviso.

5. Till the Meghalaya Services (Revision of Pay) Rules are notified by the Government and the fixation of pay finally approved by the Accountant General (A & E/Audit), Meghalaya, the drawal of pay of the government employees in the revised pay structure shall be purely provisional and any excess payment that may be found to have been made as a result of incorrect fixation of pay or any excess payment detected in the light of the discrepancies noticed subsequently will have to be refunded by the employees concerned, either by adjustment against future payments due to them or otherwise. The Head of Office shall, therefore, ensure that the employees submit an undertaking to this effect in the prescribed form at **Annexure – III** before the revised pay and arrears are drawn.
6. The revised scales of pay and other benefits will be effective from 1st January, 2017. The revised rates of allowances, such as House Rent Allowance, Medical Allowance, Hill Compensatory Allowance, etc., will, however, be payable with effect from 1st December, 2017. Orders in respect of the aforesaid allowances are being issued separately.
7. The decision to allow the employees to draw the revised pay is without prejudice to any revision/modification which may be incorporated in the Meghalaya Services (Revision of Pay) Rules to be issued on this behalf on the basis of the decision which the Government may take in respect of certain posts/services.
8. On receipt of the necessary Option and also the Undertaking, action for fixation of pay in the applicable revised pay structure shall be taken by the Controlling Authorities/Head of Offices of the employee concerned and the pay and allowances for the month of December, 2017 may be drawn and paid on the basis of the revised pay structure and admissible allowances.
- 9.1. The Governor of Meghalaya is also pleased to order that 40% of the arrears so computed shall be paid in cash to the Government employees within the financial year 2017-18. Orders in regard to the release of the balance of the arrears will be issued separately.
- 9.2. In authorising the arrears, Income Tax as due may also be deducted and credited to Government in accordance with the instructions on the subject.
10. The expenditure on account of the revised pay and allowances shall be debited to the respective head of account from which the employees draw their salaries.

Sd/- R.V. Suchiang
Principal Secretary to the Govt. of Meghalaya
Finance Department

Copy to:-

1. Principal Accountant General (Audit), Meghalaya, Shillong for information (Attention: CASS Section).
2. Accountant General (A&E), Meghalaya, Shillong for information and necessary action.
3. All Administrative Departments.
4. All Heads of Departments.
5. All Deputy Commissioners/Sub-Divisional Officers (Civil)
6. All Financial Advisers/Finance & Accounts Officers/Treasury Officers.
7. Secretary, Meghalaya Legislative Assembly.
8. Secretary, Meghalaya Public Service Commission.
9. Director of Printing and Stationery with a request that the Office Memorandum be published in the Gazette of Meghalaya Extraordinary and supply 300 copies of the Office Memorandum to this Department.
10. State Informatics Officer, NIC, Shillong with a request to upload a copy of the Office Memorandum on the website of Finance Department.
11. Secretary General, Meghalaya State Government Employees Federation.
12. General Secretary, Meghalaya Pensioners' Association

By Order etc



Deputy Secretary to the Govt. of Meghalaya
Finance (Pay Revision) Department

Table RPS – 4
Revised Pay Structure
 (Open ended Matrix with 3% annual increment, rounded off to nearest 100 with no Efficiency Bar)

(in Rupees)

Existing Minima of Pay scale	6500	7100	7700	8300	9200	9900	10600	11300	12000	13100	14100	14700	15700	16300	17000	18300	20700	23300	26700	28700	31300	35300	
Fitment factor/ Index	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	2.68	
Revised Pay Level (Existing Minima x 2.68)	17420	19028	20636	22244	24656	26532	28408	30284	32160	35108	37788	39396	42076	43684	45560	49044	55476	62444	71556	76916	83884	94604	
(Revised Pay as rounded off to nearest 100)	17400	19000	20600	22200	24700	26500	28400	30300	32200	35100	37800	39400	42100	43700	45600	49000	55500	62400	71600	76900	83900	94600	
Level	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
YEAR OF SERVICE	1	17400	19000	20600	22200	24700	26500	28400	30300	32200	35100	37800	39400	42100	43700	45600	49000	55500	62400	71600	76900	83900	94600
	2	17900	19600	21200	22900	25400	27300	29300	31200	33200	36200	38900	40600	43400	45000	47000	50500	57200	64300	73700	79200	86400	97400
	3	18400	20200	21800	23600	26200	28100	30200	32100	34200	37300	40100	41800	44700	46400	48400	52000	58900	66200	75900	81600	89000	100300
	4	19000	20800	22500	24300	27000	28900	31100	33100	35200	38400	41300	43100	46000	47800	49900	53600	60700	68200	78200	84000	91700	103300
	5	19600	21400	23200	25000	27800	29800	32000	34100	36300	39600	42500	44400	47400	49200	51400	55200	62500	70200	80500	86500	94500	106400
	6	20200	22000	23900	25800	28600	30700	33000	35100	37400	40800	43800	45700	48800	50700	52900	56900	64400	72300	82900	89100	97300	109600
	7	20800	22700	24600	26600	29500	31600	34000	36200	38500	42000	45100	47100	50300	52200	54500	58600	66300	74500	85400	91800	100200	112900
	8	21400	23400	25300	27400	30400	32500	35000	37300	39700	43300	46500	48500	51800	53800	56100	60400	68300	76700	88000	94600	103200	116300
	9	22000	24100	26100	28200	31300	33500	36100	38400	40900	44600	47900	50000	53400	55400	57800	62200	70300	79000	90600	97400	106300	119800
	10	22700	24800	26900	29000	32200	34500	37200	39600	42100	45900	49300	51500	55000	57100	59500	64100	72400	81400	93300	100300	109500	123400
	11	23400	25500	27700	29900	33200	35500	38300	40800	43400	47300	50800	53000	56700	58800	61300	66000	74600	83800	96100	103300	112800	127100
	12	24100	26300	28500	30800	34200	36600	39400	42000	44700	48700	52300	54600	58400	60600	63100	68000	76800	86300	99000	106400	116200	130900
	13	24800	27100	29400	31700	35200	37700	40600	43300	46000	50200	53900	56200	60200	62400	65000	70000	79100	88900	102000	109600	119700	134800
	14	25500	27900	30300	32700	36300	38800	41800	44600	47400	51700	55500	57900	62000	64300	67000	72100	81500	91600	105100	112900	123300	138800
	15	26300	28700	31200	33700	37400	40000	43100	45900	48800	53300	57200	59600	63900	66200	69000	74300	83900	94300	108300	116300	127000	143000
	16	27100	29600	32100	34700	38500	41200	44400	47300	50300	54900	58900	61400	65800	68200	71100	76500	86400	97100	111500	119800	130800	147300
	17	27900	30500	33100	35700	39700	42400	45700	48700	51800	56500	60700	63200	67800	70200	73200	78800	89000	100000	114800	123400	134700	151700
	18	28700	31400	34100	36800	40900	43700	47100	50200	53400	58200	62500	65100	69800	72300	75400	81200	91700	103000	118200	127100	138700	
	19	29600	32300	35100	37900	42100	45000	48500	51700	55000	59900	64400	67100	71900	74500	77700	83600	94500	106100	121700	130900	142900	
	20	30500	33300	36200	39000	43400	46400	50000	53300	56700	61700	66300	69100	74100	76700	80000	86100	97300	109300	125400	134800		
	21	31400	34300	37300	40200	44700	47800	51500	54900	58400	63600	68300	71200	76300	79000	82400	88700	100200	112600	129200			
	22	32300	35300	38400	41400	46000	49200	53000	56500	60200	65500	70300	73300	78600	81400	84900	91400	103200	116000				
	23	33300	36400	39600	42600	47400	50700	54600	58200	62000	67500	72400	75500	81000	83800	87400	94100	106300	119500				
	24	34300	37500	40800	43900	48800	52200	56200	59900	63900	69500	74600	77800	83400	86300	90000	96900	109500	123100				
	25	35300	38600	42000	45200	50300	53800	57900	61700	65800	71600	76800	80100	85900	88900	92700	99800	112800					
	26	36400	39800	43300	46600	51800	55400	59600	63600	67800	73700	79100	82500	88500	91600	95500	102800	116200					
	27	37500	41000	44600	48000	53400	57100	61400	65500	69800	75900	81500	85000	91200	94300	98400	105900						
	28	38600	42200	45900	49400	55000	58800	63200	67500	71900	78200	83900	87600	93900	97100	101400	109100						
	29	39800	43500	47300	50900	56700	60600	65100	69500	74100	80500	86400	90200										
	30	41000	44800	48700	52400	58400	62400	67100	71600	76300	82900												

ANNEXURE – II

FORM OF OPTION

(Refer Para)

*1. I, _____, hereby elect the revised pay structure with effect from 1st January, 2017.

*2. I, _____, hereby elect to continue on the existing scale of pay of my substantive/officiating post mentioned below until –

* the date of my next increment.

* the date of my subsequent increment raising my pay to
₹ _____

* I vacate or cease to draw pay in the existing scale.

3. The option hereby exercised is final.

Station _____

Signature _____

Date _____

Name _____

(IN BLOCK LETTERS)

Designation _____

Office / Department
in which employed _____

* To be scored out if not applicable

ACKNOWLEDGEMENT

Received the above declaration of option from Shri/Smti. _____ on this _____ day of _____ 20__.

Station _____

Signature of receiving authority _____

Date _____

(Designation with office seal) _____
