

Implementation of the 7<sup>th</sup> Central  
Pay Commission recommendations -  
instructions reg. Fixation of Pay.

GOVERNMENT OF GUJARAT  
FINANCE DEPARTMENT  
Circular No. PGR/102016/ 3 / Pay Cell  
Sachivalaya, Gandhinagar,  
Dated the 26th August, 2016

- Read: (1) Finance Department, Government Resolution No. PGR-102016-1- Pay Cell dated 16 -8-2016  
(2) Finance Department, Government Notification No. (GN- 49 ) PGR-102016-2- Pay Cell dated 19 -8-2016

In pursuance of the Government of India decision on the recommendations of Seventh Central Pay Commission and the Central Civil Services (Revised Pay) Rules, 2016 issued vide Government of India, Ministry of Finance, Office Memorandum No.G.S.R.No.721(E) dated 25<sup>th</sup> July, 2016, the State Government has issued the Gujarat Civil Services (Revision of Pay) Rules, 2016 vide Finance Department Notification No.(GN-49) PGR/102016/2/Pay Cell dated 19th August, 2016. regarding fixation of pay in the revised pay structure effective from 01-01-2016. The provisions governing such fixation of pay have been clearly enunciated in the said rules.

2. Accordingly, in pursuance of the Gujarat Civil Services (Revision of Pay) Rules, 2016, appropriate necessary action appropriate necessary action to fix the pay of the employees covered thereunder in the revised pay structure needs to be carried out forthwith in accordance with the provisions contained therein. Pay fixation of all the employees are to be done online in pay fixation module under IFMS. In order to facilitate a smooth and systematic fixation of pay, a Performa for the purpose (Statement of Fixation of Pay) is enclosed herewith as an Annexure. The statement of fixation of pay in revised pay structure as per Gujarat Civil Services (Revision of Pay) Rules, 2016 be prepared in triplicate and one copy thereof be placed in the Service Book of the employee concerned and another copy may be attached with the pay bill.

3. The revised pay structure effective from 01.01.2016 includes the Dearness Allowance of 125% sanctioned form 01.01.2016 in the pre-revised pay structure. Thus, Dearness Allowance in the revised pay structure shall be zero form 01.01.2016. The rate and the date of effect of the first installment of Dearness Allowance in the revised pay structure shall be as per the orders to be issued on this behalf in future.

4. All the DDOs/PAOs will compute subscription at enhanced rates of General Provident Fund and New Pension Scheme with reference to the revised pay. DDOs/PAOs will ensure that action is taken simultaneously in regard to Government's contribution towards enhanced subscription.
5. Undertaking as prescribed as per Annexure-II of the Gujarat Civil Services (Revision of Pay) Rules, 2016 shall be obtained in writing from every employee at the time of exercising an option for pay fixation.
6. Income Tax as due may also be deducted and credited to Government in accordance with the instructions on the subject.
7. On receipt of the necessary options, action for fixation of pay should be completed.
8. If any question arises relating to the interpretation of any of the above instructions, the Gujarat Civil Services (Revision of Pay) Rule, 2016 shall have to be referred.



(Shailesh V. Parmar)  
Deputy Secretary  
Finance Department

To,

- \* The Principal Secretary to the Hon. Governor, Raj Bhavan, Gandhinagar.  
The Principal Secretary to the Chief Minister,  
The Personal Secretaries to all Ministers/State Ministers,  
The Personal Secretary to the Leader of Opposition Party, Gujarat  
Vidhansabha Secretariat, Gandhinagar.
- \* The Registrar, Gujarat High Court, Ahmedabad,
- \* The Secretary, Gujarat Legislature Secretariat, Gandhinagar,
- \* The Secretary, Gujarat Public Service Commission, Ahmedabad.
- \* The Secretary, Gujarat Vigilance Commission, Gandhinagar,  
The Secretary, Gujarat Civil Service Tribunal, Gandhinagar,
- \* The Accountant General (Audit), Gujarat State, Ahmedabad/Rajkot,
- \* The Accountant General-II (A&E), Gujarat State, Ahmedabad/Rajkot,  
All Administrative Departments of Secretariat, Gandhinagar  
All Heads of Departments/Offices/ All Treasury Officers  
All Collectors/All District Development Officers,  
The Pay and Accounts Officer, Ahmedabad/Gandhinagar,  
The Resident Audit Officer, Ahmedabad/Gandhinagar,  
The Director, Pension & Provident Fund, Gandhinagar.  
The Pension Payment Office, Lal Darwaja, Ahmedabad.  
The Examiner, Local Fund Accounts, Gandhinagar  
All Assistant Examiners, Local Fund Account.  
All Officers/Branches in Finance Department.  
Select File: Pay Cell, M, Ch, P & Z Branch,  
'B' Distribution.

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\* By letter

## ANNEXURE

### Statement of fixation of pay under Gujarat Civil Service (Revision of Pay) Rules, 2016 (See Para-2 of the Government Resolution, Finance Department No. PGR-102016-3-Pay Cell dated 26-08-2016)

- 1 Name of Government Employee :
- 2 Designation of the post in which :  
pay is to be fixed as on January 1,  
2016
- 3 Status ( Substantive/ Officiating) :
- 4 (i) Pre-revised scale(s) of pay :  
applicable for the post  
(ii) The Higher Pay Scale of pay in  
which the employee drawing his pay  
as on 01-01-2016.
- 5 Existing emoluments as on  
01-01-2016
  - (a) Basic Pay (Pay in applicable pay :  
band plus applicable Grade Pay  
or basic pay in applicable scale)  
in pre-revised pay structure as  
on 01-01-2016
  - (b) Dearness allowance sanctioned :  
w.e.f. 01-01-2016
  - (c) Total existing emoluments (a+b) :
- 6 Basic Pay (Pay in applicable pay :  
band plus applicable Grade Pay or  
basic pay in applicable scale) in pre-  
revised pay structure as on  
01-01-2016
- 7 Applicable Level in Pay Matrix :  
corresponding to Pay Band and  
Grade Pay or Scale shown at  
Sl. No.4
- 8 Amount arrived at by multiplying :  
basic pay as at Sl. No. 6 by 2.57

- 9 Applicable Cell in the Level either :  
equal to or just above the amount at  
Sl. No. 8
- 10 Revised Basic Pay as per SL. No.9 :  
as on Dt.....
- 11 Personal Pay, if any. :  
*[Rule. 7(7) & 7(9)]*
12. Revised pay with reference to the  
substantive pay in cases where the  
pay fixed in the officiating post is  
lower than the pay fixed in the  
substantive post if any[rule 7(11)]
13. (d) Personal Pay, if admissible.
14. (e) Non-Practicing Allowance, if  
admissible  
*(Sub Rule 1(B) of Rule 7)*
15. Date of next increment *(Rules 9 &  
10)* and pay after grant of increment.  
(a) **Date of Increment**

**Pay after Increment in applicable  
Level of Pay Matrix**

16. Any other relevant information

Date:

Signature & Designation of Head of Office  
Name of office