

**PUNJAB STATE ELECTRICITY BOARD  
OFFICE OF THE SECRETARY  
(FINANCE SECTION)**

**Fin. Circular No. 15 / 2009.**

**Office Order No. 478 / PRC-302 / 2006**

**Dated: 15 / 10 / 2009.**

In exercise of the powers conferred by Section -79 (C) of the Electricity (Supply) Act, 1948, the Punjab State Electricity Board is pleased to make the following Regulations, namely: -

**REGULATIONS**

**1. Short title and commencement: -**

- 1) These Regulations may be called the Punjab State Electricity Board (Revised Pay) Regulations, 2009.
- 2) They shall be deemed to have come into force on and with effect from the First day of January, 2006.

**2. Application: -**

1) Save as otherwise expressly provided by or under these Regulations, they shall apply to all the persons appointed to the services and posts in connection with affairs of the Punjab State Electricity Board.

2) They shall not apply to the: -

- (a) members of the All India Services serving in connection with the affairs of the Punjab State Electricity Board;
- (b) persons not in the whole-time employment of the Punjab State Electricity Board;
- (c) persons paid out of contingencies;
- (d) employees whose scales of pay have been determined on the recommendations of the University Grants Commission;
- (e) Work-charged employees;
- (f) persons employed on contract basis, except when the contract provides otherwise; and



- (g) persons specifically excluded wholly or in part from the operation of these Regulations.

### 3. Definitions: -

In these Regulations, unless there is anything repugnant in the subject or context;

- (a) "existing basic pay" or "pre-revised basic pay" means the pay drawn in the prescribed existing/pre-revised scale of pay including ex-gratia annual increment (s), but does not include any other type of pay like 'special pay', etc;
- (b) "existing scale" or "pre-revised scale" in relation to a Board employee means the scale in respect of a post held or higher scale granted under the Assured Career Progression Scheme, Time Bound Promotional/Devised Promotional Scales to him or, as the case may be, personal scale allowed to him on the first day of January, 2006, whether in a substantive or officiating capacity;

**Explanation** In the case of Board employee, who was on the First day of January, 2006, on deputation out of India or on leave or on foreign service, or who would have on that date officiated in one or more lower posts, but for his officiating in a higher post, "existing scale" shall include the scale applicable to the post which he would have held, but for his being on deputation out of India or on leave or on foreign service or, as the case may be, but for his officiating in a higher post;

- (c) "existing emoluments" means the sum of;
- (i) basic pay in the existing scale as on the First day of January, 2006 or on the date of option under Regulation 6;
  - (ii) dearness pay appropriate to the existing basic pay;
  - (iii) interim relief calculated at the rate of five per cent of the existing basic pay plus dearness pay; and
  - (iv) dearness allowance appropriate to the existing basic pay, dearness pay plus interim relief.



- (d) "Fitment Table" means the relevant fitment table attached to these Regulations showing revised pay structure corresponding to a particular pre-revised pay scale;
- (e) "Board" means the Punjab State Electricity Board;
- (f) "pay in the pay band" means the pay drawn in the running pay bands specified in column 4 of the Schedule;
- (g) "grade pay" means the fixed amount corresponding to the pre-revised pay scales or posts specified in column 5 of the Schedule;
- (h) "revised pay structure" in relation to any post or pre-revised scale specified in column 2 of the Schedule, means the pay band and grade pay, as specified against that post or pre-revised pay scale in columns 4 and 5 thereof, unless a different revised pay band and grade pay or pay scale is notified separately for the post;
- (i) "basic pay" in the revised pay structure means the pay drawn in the specified pay band plus the applicable grade pay, but does not include any other type of pay like special pay etc.;
- (j) "revised emoluments" means the pay in the pay band plus the grade pay of a Board employee in the revised pay structure and includes dearness allowance; and
- (k) "Schedule" means a Schedule, appended to these Regulations providing for a General Conversion Table for revised pay structure and grouping applicable in relation to the corresponding unrevised pay scale of the employees.

**4. Scale of pay of posts:** – The corresponding pay band and grade pay as applicable, to every post or pre-revised scale, specified in the Schedule, shall be, as shown therein against each post or pre-revised scale.

**5. Drawal of pay in the revised pay structure** – Save as otherwise provided in these Regulations, a Board employee shall draw pay in the revised pay structure applicable to the post to which he is appointed;



Provided that a Board employee may opt to continue to draw pay in the existing scale, until the date on which he earns his next or any subsequent increment in the existing scale or until he vacates his post or ceases to draw pay in that scale;

Provided further that in cases where a Board employee has been placed in higher pay scale between 1.1.2006 and the date of notification of these Regulations on account of promotion, upgradation of pay scale under the Assured Career Progression Scheme, Time Bound Promotional/Devised Promotional Scales, or otherwise, the Board employee may elect to switch over to the revised pay structure from the date of such promotion, upgradation etc.

**Explanation-1.** The option to retain the existing scale under the first and second provisos to this Regulation shall be admissible only in respect of one existing scale.

**Explanation-2.** The aforesaid option shall not be admissible to a person, appointed to a post on or after the First day of January, 2006, whether for the first time in Board service or by transfer from another post and he shall be allowed pay only in the revised pay structure.

## **6. Exercise of option: -**

(1) The option under the provisos to Regulation 5, shall be exercised in writing in the form appended to these Regulations so as to reach the authority specified in sub-regulation (2) within a period of three months from the date of publication of these Regulations or where an existing scale has been further revised by any order made subsequent to that date, within a period of three months from the date of such order:-

Handwritten signature and initials in black ink, located at the bottom left of the page.

Provided that;

- (i) in the case of Board employee, who on the date of such publication or as the case may be, on the date of such order, is out of India on leave or on deputation or on foreign service or on active service, the option shall be exercised in writing so as to reach the said authority within a period of three months from the date of his taking the charge of his post under the Punjab State Electricity Board; and
- (ii) where a Board employee is under suspension on the First day of January, 2006, the option may be exercised within a period of three months from the date of his return to his duty, if that date is later than the date specified in this sub-regulation.

(2) The option shall be intimated by the Board employee to the Head of his Office.

(3) If the intimation regarding option is not received within the period as specified in sub-regulation (1), the Board employee shall be deemed to have elected to be governed by the revised pay structure with effect from the First day of January, 2006.

(4) The option once exercised shall be final.

**Note 1 :** Persons, whose services were terminated on or after the First day of January, 2006 and who could not exercise their option within the specified period, on account of discharge on the expiry of the sanctioned posts, resignation, dismissal or discharge or disciplinary grounds, are entitled to the benefits admissible of this Regulation.

**Note 2 :** Persons, who have died on or after the First day of January, 2006 and could not exercise their option within the specified period shall be deemed to have opted for the revised pay structure on and from the First day of January, 2006 or such later date as is most beneficial to their dependents, if the revised pay structure is more favorable and in such cases, necessary action for payment of arrears should be taken by the Head of Office.



**Note 3 :** Persons, who were on earned leave or any other leave on 1.1.2006, which entitled them to leave salary, shall be allowed the benefits admissible under this Regulation.

**7. Fixation of pay in the revised pay structure:** – The pay of a Board employee, who opts or is deemed to have opted under sub-regulation (3) of Regulation 6 to be governed by the revised pay structure in terms of the provisions of these Regulations, shall, unless in any case, the Board by special order otherwise directs, be fixed in the following manner, namely: -

- (i) The basic pay in the revised pay structure will be fixed with reference to the existing basic pay in the pre-revised pay scale of the post including higher scale granted under the Assured Career Progression Scheme, Time Bound Promotional/Devised Promotional Scales, as on the First day of January, 2006 to the date of publication of the Punjab State Electricity Board (Revised Pay) Regulations, 2009 as the case may be, and shall be an amount equal to the sum of the 'pay in the pay band' and 'grade pay' as shown in column 4 of the Fitment Table applicable to the relevant post or pre-revised pay scale;
- (ii) In case of employees, who are getting ex-gratia increments on the date of option, the revised basic pay shall be determined by multiplying the existing basic pay with 1.86 rounded off to the next higher ten and adding Grade Pay as given in the applicable Fitment Table;
- (iii) an employee, who reaches at the maximum of the Pay Band, shall be placed in the higher Pay Band after one year without any change in the Grade Pay. At the time of such placement, benefit of one increment shall be given and thereafter, the employee shall continue to draw increment in the higher Pay Band till his pay reaches at the maximum of Pay Band 5.
- (iv) In the case of a Board employee, who is in receipt of Special pay, Family Planning Allowance, Special Allowance or Non-Practicing Allowance (NPA) or by whatever name it may be called at the same rate or at different rates, such a Board employee shall draw Special Pay, Family Planning Allowance, Special Allowance or Non-Practicing Allowance at the rate, allowed with the revised scale. In such cases, the allowance at



Handwritten signature and initials, possibly 'JH' and 'ND', are present at the bottom left of the page.

the new rate shall be drawn in addition to pay in the revised pay structure from the date specified in the individual notifications relating to these allowances.

- Note 1** : Where the increment of a Board employee falls on the First day of January 2006 he shall have the option to draw the increment in the existing scale or in the revised Pay Structure.
- Note 2** : A Board employee, who is on leave on the First day of January, 2006, and is entitled to leave salary, shall become entitled to pay in the revised pay structure from 01.01.2006 or the date of option for the revised pay structure.
- Note 3** : A Board employee, under suspension, shall continue to draw subsistence allowance based on existing scale of pay and his pay in the revised pay structure will be subject to the final order on the pending disciplinary proceedings.
- Note 4** : Where the existing emoluments exceed the revised emoluments in the case of any Board employee, the difference shall be allowed as personal pay to be absorbed in future increases in pay.
- Note 5** : Where in the fixation of pay under this Regulation, a Board employee, who, in the existing scale was drawing immediately before the First day of January, 2006, more pay than another Board employee junior to him in the same cadre, gets his pay fixed in the revised pay band at a stage lower than that of such junior, his pay shall be stepped up to the same stage in the revised pay band as that of the junior.
- Note 6** : In case, where a senior Board employee, promoted to a higher post before the First day of January, 2006, draws less pay in the revised pay structure than his junior, who is promoted to higher post on or after the First day of January, 2006, the pay, in the pay band of the senior Board employee, will be stepped up to an amount, equal to the pay in the pay band, as fixed for his junior in that higher post. The stepping up will be done with effect from the date of promotion of the junior Board employee subject to the fulfillment of the following conditions, namely:-
- (a) The junior and the senior Board employee should belong to the same cadre and the posts, in which they have been promoted, should also be identical and in the same cadre.





- (b) The pre-revised scale and the revised scales/pay band and grade pay of the lower and higher posts, in which they are entitled to draw pay, should be identical.
- (c) the senior Board employee at the time of promotion to the higher level should have been drawing equal or more pay than the junior. However, no relief will be given, if the senior employee exercises an option to get his pay fixation/promotion, postponed or opts for revised scale from the date other than the date of option of his junior.
- (d) The anomaly should be directly as a result of application of the provisions of these Regulations or any other Regulation or order regulating pay fixation on such promotion in the revised pay structure. However, if in the lower post, the junior officer was drawing more pay in the pre-revised pay scale than his senior by virtue of any advance increment(s), granted to him or due to any inflation in pay other than by way of normal pay fixation, the provisions of this note shall not be applied for stepping up the pay of the senior employee.

Provided that the benefit of stepping up of pay can be allowed to the senior employee second time, if the anomaly has arisen with reference to the pay of the same junior, in respect of whom, the pay of the senior was stepped up first time:

Provided further that the senior employee shall be entitled to earn next increment on the same date as that of his junior with respect to whom, he had got stepped up his pay.

- (e) For the purpose of granting step up under these Regulations, the competent authority shall be the Appointing Authority in consultation with the Finance Section.

**8. Mode of payment of arrear of pay:** – Notwithstanding anything contained in these regulations, the arrear with effect from 1st January, 2006 to 31st of July 2009 will be paid in such manner and at such time as may be decided by the Board. The revised pay under these regulations shall be drawn from the First day of August, 2009.

Handwritten signature and initials in black ink, located at the bottom left of the page.



**Note :**

It shall be the responsibility of the concerned DDO to ensure correct fixation of pay in the revised pay structure. However, in case any discrepancy in fixation of pay is noticed resulting in overpayment, such amount shall be recovered from the concerned employee. An undertaking will be obtained from every employee, before the disbursement of pay to the effect that any excess payment made as a result of incorrect fixation of pay in the revised pay structure or for any other reasons, will be refunded by him/her to the Board against future payment or otherwise. A specimen form of the under taking is also enclosed.

**9. Rate of increment in the revised pay structure:** - The rate of increment in the revised pay structure will be three per cent (3%) of the sum of the pay in the pay band and grade pay applicable, which will be rounded off to the next multiple of 10. The amount of increment will be added to the existing pay in the pay band.

**10. Date of next increment:** - The next increment of a Board employee, whose pay has been fixed in the revised pay structure in accordance with Regulation-7 shall be granted on the date, he would have drawn his increment, had he continued in the existing scale:

Provided that the next increment of a Board employee whose pay is fixed on the First day of January, 2006 at the same stage as the one, fixed for another Board employee junior to him in the same cadre and drawing pay at a lower or equal stage than his senior in the existing scale, shall be granted on the same date as admissible to his junior, if the date of increment of the junior happens to be earlier.

**11. Fixation of pay on promotion:** - In the case of promotion from one grade pay to another in the revised pay structure, the pay fixation will be done as follows: -

- (i) One increment equal to three per cent (3%) of the sum of the pay in the pay band and the existing grade pay will be



computed and rounded off to the next multiple of 10. This will be added to the existing pay in the pay band. The grade pay corresponding to the promotion post will thereafter be granted in addition to this pay in the pay band. In cases where promotion involves change in the pay band also, the same methodology will be followed. However, if the pay in the pay band after adding the increment is less than the minimum of the higher pay band to which promotion is being made, the pay in the pay band will be stepped to such minimum.

- (ii) On promotion from one grade pay to another, an employee shall have an option to get his pay fixed in the higher post either from the date of his promotion or from the date of his next increment. The option may be exercised within a period of one month from the date of his promotion. In case of Board employees, who stand promoted during the period from the 1st day of January, 2006 to the date of publication of the Punjab State Electricity Board (Revised Pay) Regulations, 2009, the option may be exercised within a period of three months from the date of such publication. The option once exercised, shall be final.
- (iii) In case, the Board employee opts to get his pay fixed in the higher post from the date of his promotion, the next increment in the higher post will be granted after completion of qualifying service of twelve months.
- (iv) In case, the Board employee opts to get his pay fixed from the date of his next increment, then, on the date of promotion pay in the pay band shall not be changed, but the grade pay of the higher post will be granted. Further re-fixation will be done on the date of his next increment. On that date, he will be granted two increments; one annual increment and the second on account of promotion. While computing these two increments, basic pay prior to the date of promotion, shall be taken into account. To illustrate, if the basic pay prior to the date of promotion was Rs.100 first increment would be computed on Rs.100 and the second increment on Rs.103.

The next increment in the higher post in this case will be granted after completion of qualifying service of twelve months from the date of re-fixation.



Handwritten signature and initials, possibly 'Jm' and 'MB', with a horizontal line underneath.