

**REVISION OF PAY AND ALLOWANCES RULES, 1998
RELATING TO THE EMPLOYEES OF THE
WEST BENGAL RECOGNISED NON-GOVT. AIDED
EDUCATIONAL INSTITUTION**



सत्यमेव जयते

GOVERNMENT OF WEST BENGAL
SCHOOL EDUCATION DEPARTMENT

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GOVERNMENT OF WEST BENGAL
SCHOOL EDUCATION DEPARTMENT
BUDGET BRANCH

No. 25-SE(B)/IM-102/98

Dated, Calcutta, the 12th February, 1999

MEMORANDUM

In Finance Department Resolution No. 11831-F, dated the 27th November, 1995, the Government constituted a Pay Commission with terms of reference which included that the Commission would also examine the structure of emoluments and conditions of service of the

- (a) Teaching and non-teaching employees of Government sponsored or aided—
 - (i) Schools up to Class-XII standard,
 - (ii) Training Institutions of Primary Teachers.
 - (b) Employees of District Primary School Council including Siliguri Sub-divisional Primary School Council and Darjeeling (Hill Areas) District School Board,
 - (c) Employees of the West Bengal Board of Primary Education,
 - (d) Employees of the West Bengal Madrasah Education Board
- with due regard to the financial resources of the State Government.

After careful consideration of the recommendations of the Pay Commission in regard to the scales of pay, age of superannuation, retirement benefits and other terms and conditions of service, the Governor is pleased to direct that for all categories mentioned above, all but scale numbers 4 to 15 as recommended by the Pay Commission at pp 75-76 of Volume-I, Part-I of its Report and scale numbers 4 to 15 with some modifications for improvement shall be adopted. The revised pay scales (details of which have been shown in *Annexure-III*) to be prescribed for different posts/cadres/employees shall correspond to the pay scales prescribed earlier for such posts/cadres/employees (hereinafter referred to as existing scales, details of which have been shown in *Annexure-II*), by G.O. No. 33-Edn. (B), dated the 7th March, 1990 as amended from time to time and other subsequent orders issued on the subject.

The Governor is also pleased to direct that the date of effect of the Revised Scales, the manner of fixation of pay in the revised scales and other conditions of service of employees shall be as set out in the following paragraphs:

1. Date of Effect

- (1) The revised scales of pay shall be notionally effective from the 1st January, 1996 as recommended by the Pay Commission.
- (2) The pay and allowances of an employee which may be admissible to him in consequence of revision of pay shall be actually paid with effect from the 1st April, 1997.
- (3) *Mode of Drawal of Arrears of Pay:* The arrears of pay to which an employee may be entitled in respect of the period from the 1st April, 1997 to 31st October, 1998 shall be paid by crediting the same to his Provident Fund Account. The amount so credited shall not be taken into account for the purpose of temporary advance or withdrawal from the Provident Fund till the 31st October, 2001. These restrictions shall not, however, be applicable in the case of final withdrawal from the Provident Fund Account of an employee who will retire on any date between the date of issue of this memorandum and the 31st October, 2001.

An employee who retired after the 31st March, 1997 but before the issue of this memorandum, shall receive the arrears of pay to which he may be entitled, in cash.

An employee who retired on any date between the 1st January, 1996 and the 31st March, 1997 shall not receive any arrears of pension in respect of the period up to 31st March, 1997.

2. Special Pay

There shall be no special pay along with pay in the revised pay scale.

3. Definitions

In this order, unless there is anything repugnant to the subject or context—

- (a) "Annexure" means an Annexure to this order.
- (b) "Basic Pay" means the grade pay now drawn excluding special pay, qualification pay, personal pay, dearness pay, administrative pay and other categories of pay, if any.
- (c) "Existing Emoluments" means the aggregate of—
 - (i) basic pay in the existing scale;
 - (ii) special pay, if any, no special pay being retained in addition to pay in the revised scales;
 - (iii) dearness allowances appropriate to the basic pay admissible at All-India Consumer Price Index average 1510 (1960=100).
 - (iv) the amount of first instalment of interim relief of Rs. 100/- per month, and
 - (v) the amount equivalent to the second instalment of the interim relief at the rate of 10% of basic pay, subject to a minimum of Rs. 100/- per month.
- (d) "Existing scale means—
 - (i) in relation to any post, the scale of pay shown against that post in column (3) of *Annexures-V* and *VI*;
 - (ii) in relation to an employee, the scale of pay to which the employee was entitled on the 1st January, 1996 in terms of Government Order No. 33-Edn. (B), dated the 7th March, 1990 and any other order or orders which might have been issued in this regard.
- (e) "Employees" means a member of the teaching and non-teaching staff of the non-Government/Sponsored/Aided Educational Institutions and other organisations as mentioned in *Annexure-I* who has opted for the scale of pay as revised in terms of Government Order in Memo No. 33-Edn. (B), dated 7.3.90 and who is enjoying that scale of pay on the 1st January, 1996.
- (f) "Para" means a paragraph of this order.
- (g) "Revised Scale" in relation to a post means the scale of pay shown against that post in column (4) of *Annexures-V* and *VI*.
- (h) "Revised Scale corresponding to an existing scale" means the scale of pay shown against that existing scale in *Annexures-IV*.

4. Scale of Pay of Post

- (1) From the 1st January, 1996, the revised scale of pay of every post in the institutions and organisations as mentioned in *Annexure-I* except the teaching and non-teaching posts in Government sponsored/aided recognised institutions up to Class-XII standard shall be as specified against it in column (4) of *Annexure-V*.
- (2) The scales of pay of the teaching and non-teaching posts in the Government sponsored/aided recognised institutions up to Class-XII standard shall be as specified against such posts in column of (4) *Annexure-VI*.

5. Drawal of Pay in the revised Scales

Save as otherwise provided in this order, an employee shall draw pay in the revised scale applicable to the post to which he is appointed:

Provided that an employee who was in service on the 31st December, 1995 and who opts to come over to the revised scale of pay may elect to draw pay in the revised scale from any date between the 1st January, 1996

and the 1st January, 1997 both days inclusive and continue to draw pay in the existing scale prior to that date. On electing to draw pay in the revised scale, such an employee shall draw pay in the revised scale corresponding to his existing scale.

6. Option

- (1) The option under the provision to Para 5 shall be exercised within one hundred and eighty days from the date of issue of this order.
- (2) A teacher or a non-teaching employee of a Government Aided/Sponsored Educational Institution who was in service on the 31st December, 1995 and who did not retire on the afternoon of that day may, at his discretion, retain his existing scale of pay (as is applicable to him on the 1st January, 1996) up to the 1st of January, 1997.
- (3) The option once exercised shall be final.

Note 1. The aforesaid option shall not be admissible to any employee appointed to a post on or after the 1st January, 1996 for the first time in service. Such an employee shall draw pay in the revised scale of pay of the post with effect from the date of his appointment.

Note 2. The aforesaid option shall be applicable only in respect of the existing scale of the employee as on the 1st January, 1996. If the employee has got appointment to a higher scale of pay with effect from any date prior to the 1st January, 1997, he may exercise option to come over to the revised scale corresponding to his existing scale (as on the 1st January, 1996) from a date not later than the date with effect from which he got appointment to the higher scale.

Note 3. An employee, who on the date of issue of this memorandum is on leave or on deputation or on foreign service, shall exercise the said option in writing so as to reach the Head of the Office/Institution within one hundred and eighty days from the date of his return from such leave or deputation or foreign service.

Note 4. An employee, who is under suspension on the date of issue of this memorandum, shall exercise the said option so as to reach the Head of Office/Institution within one hundred and eighty days from the date of his return to duty/reinstatement.

Note 5. If an employee, who was in service on the 31st December, 1995 and to whom this order applies, does not exercise option under the proviso to Para 5 of this order, shall be deemed to have elected to be governed by the revised scales of pay with effect from the 1st January, 1996.

Note 6. An employee, who died on or after the 1st January, 1996 and could not exercise option within the prescribed time-limit shall be deemed to have exercised option for the revised scale of pay from the 1st January, 1996, or from such subsequent date as is considered most beneficial to him.

Note 7. The form in which option shall be exercised has been set out in *Annexure-VII*.

7. Fixation of initial pay in the revised scale of pay

The initial pay of an employee who elects to draw pay in the revised scale of pay from any date between the 1st January, 1996 and 1st January, 1997, or who is deemed to have elected under Note 5 and Note 6 below Para 6 to be governed by the revised scale of pay on and from the 1st January, 1996, shall, unless, in any case, the Governor by special order directs otherwise, be fixed separately in respect of his substantive pay in the permanent post on which he holds a lien, or would have held a lien had his lien not been suspended, and in respect of his pay in the officiating post held by him in the following manners, namely:

- (i) an amount representing 40 per cent of the basic pay in the existing scale including stagnation increments, if any, shall be added to the existing emoluments of the employee;
- (ii) after the existing emoluments have been so increased, the pay shall be fixed in the revised scale at the stage next above the amount thus computed.

Provided that—

- (a) if the minimum of the revised scale is higher than the amount so arrived at, the pay shall be fixed at the minimum of the revised scale;

- (b) if the amount so arrived at is higher than the maximum of the revised pay scale, the pay shall be fixed at the maximum of the revised scales the balance remaining as personal pay to be adjusted against stagnation increment as and when it becomes due:

Provided further that subject to the other provisions contained in this order, the personal pay so determined and remaining after absorption of a portion of it in stagnation increments, shall be treated as an element of basic pay for the purpose of fixation of pay on promotion/appointment of the employee to higher post or advancement to higher scale.

Explanation: For the purpose of this clause, the term "existing emoluments" shall mean the existing emoluments as defined in clause (c) of para 3 of this order.

Note: (a) For the purpose of fixation of pay under this para, every employee, who held before the 1st January, 1996, a post substantively and other post or posts on officiating basis, shall exercise option in the appropriate form set out in Annexure-VII for fixation of initial pay separately in the revised scale of pay of the substantive post and also in the revised scale of pay of the officiating post. If the number of officiating posts held by the employee is more than one, he shall exercise option for fixation of initial pay in the revised scale in respect of the last officiating post.

- (b) If, upon the fixation of pay under this para, the initial pay of an employee fixed in the revised scale of pay of the substantive post becomes either equal to or higher than, the pay fixed in the revised scale of the officiating post his initial pay in the revised scale of the officiating post shall be refixed at the stage next above the pay fixed in the revised scale of the substantive post.

Note: 1. The pay of an employee, who has been appointed/promoted to a higher post in a higher scale of pay or has got advancement to a higher scale, on or after the 1st January, 1996, shall be fixed under this para with reference to the lower post/scale of pay and then his pay shall be fixed in the revised scale of pay of the higher posts or revised scale of pay corresponding to the existing higher scale of pay, as the case may be, under normal rules.

If the pay of an employee who was getting more pay in a particular scale than other employee before revision of pay in accordance with these Rules gets fixed at a lower stage of the corresponding revised scale than that of the latter only as a result of operation of these rules and for no other reason, the pay of the former shall be stepped up to that of the latter.

Note: 2. In the case of an employee, who elects, or is deemed to have elected under note 6 below para 6 to draw pay in the revised scale of pay with effect from the 1st January, 1996 when the normal date of increment in the existing scale of pay is also the 1st January, 1996, the increment in the existing scale of pay shall be drawn first and thereafter the pay of the employee shall be fixed in the revised scale of pay under these rules.

Note: 3. Where an employee, who was in receipt of personal pay on the 1st January, 1996, which together with his existing emoluments as defined in clause (c) of para 3 exceeds the pay fixed in the revised scale of pay, the difference representing such excess shall be allowed to the employee as personal pay to be absorbed in future increases of pay.

8. Date of Increment in the Revised Scale

The next increment in the revised scale of pay of an employee, whose pay has been fixed in the revised scale under para 7, shall be granted after completion of twelve months of qualifying service from the date of fixation of initial pay in the revised scale of pay.

9. Stagnation Increment

An employee, whose pay has been fixed in the revised scale of pay and who reaches the maximum of the scale, shall draw annual increment for stagnation beyond the maximum of the scale at the same rate at which it was last drawn, subject to a maximum of six such increments.

10. House Rent Allowance

With effect from the 1st January, 1996, or, the date with effect from which an employee elects to draw pay in the revised scale, whichever is later. House Rent Allowance at the rate of 15% of his basic pay in the revised scales, subject to a maximum of Rs. 2000/- per month shall be admissible to the employee irrespective of his place of posting. Where both husband and wife draw House Rent Allowance the ceiling of House Rent Allowance to be drawn by husband and wife together shall be Rs. 2000/- per month. This allowance may be drawn, without reference to the quantum of rent paid by all employees without requiring them to produce rent receipt. They should, however, be required to furnish a declaration to the effect that they are incurring some expenditure on rent/contributing towards rent. House Rent Allowance at the above rate shall also be paid to the employees living in their own houses, subject to their furnishing a declaration to the effect that they are paying/contributing towards house or property tax or maintenance of the house.

11. Medical and Other Allowances

Medical and Other Allowances not specifically covered in this order, shall continue to be drawn with pay in the revised scales, the amount of such allowances remaining the same.

12. Career Advancement Scheme and Related Issues

(1) An employee whose pay is fixed in any of the revised scales of pay shown in serial numbers 1 to 12 of Annexure III and who has not got a single promotion/ advancement to a higher scale in the same post even after completion of 18 years' continuous and satisfactory service shall be placed in the next higher scale of pay his designation remaining unchanged. This benefit of next higher scale of pay shall also be admissible to an employee having break-in-service, if the total period of his service excluding the period of break-in-service is not less than 18 years provided the break is condoned. The pay of such an employee in the next higher scale shall be fixed at the stage next above the pay fixed in the revised scale of pay of his post the date of his increment remaining unchanged and same as in the lower revised scale of pay.

(2) All teaching and non-teaching employees of Government sponsored/aided institutions shall be entitled to an additional increment in the revised scales for every 10 years of continuous and satisfactory service, counted from the date of first appointment to the post, subject to a maximum of two such increments, in addition to the benefits which may be admissible under sub-para (1) of this paragraph.

(3) All teachers, including physical education teachers and librarians of secondary schools who have improved/will improve their qualifications who were appointed with higher qualification in the subjects or group relevant to their teaching/appointment shall get higher scale of pay appropriate to their qualifications with effect from the 1st January, 1996 or the date of improving qualifications whichever is later.

(4) Untrained secondary school teachers shall be allowed annual increments in the revised scale of pay on condition that such untrained teachers will have to get themselves trained within five years from the date of appointment. An untrained teacher of a recognised secondary school or a Madrasah of the secondary type with ten years' teaching experience in recognised schools/Madrasah shall be treated as a trained teacher for the purpose of drawal of increment in the scale applicable to the teacher concern with effect from the date on which the condition of teaching experience is fulfilled. Such a teacher shall be eligible to draw the increment on completion of one year's service from the date on which the above condition is fulfilled.

(5) Secondary teachers/Headmasters/Headmistresses with Doctorate degree in the subject taught or in an allied subject shall get two additional increments from the date of the convocation on which such degree is awarded:

Provided that those who obtained this degree prior to the date of coming over to the revised scale shall get two additional increments from the date with effect from which they elect to draw pay in the revised scales, provided that they have not already got such additional increments in the earlier pay-revision and provided further that in the later case, pay should be fixed at least at the third stage of the relevant scale of pay.

13. The teaching and non-teaching employees of aided/sponsored educational institutions who will opt for the revised scales of pay shall be allowed to enjoy pensionary benefit including dearness relief at par with the State Government employees. Maximum amount of gratuity shall be raised from Rs. 60,000/- to Rs.2,50,000/- (Rupees two lakhs fifty thousand only).

14. This order issues with the concurrence of the Finance Department vide their U.O. No. Group P (Service) No. 327 Dated 10.02.99 and U.O. No. 48 Group B Dated 12.02.99

By Order of the Governor
Sd/-N. Das
Secretary to the Government of West Bengal

ANNEXURE I

1. Teachers and non-teaching staff of:
 - (i) State Government sponsored or aided Primary Schools/Junior Basic Schools (including pre-Basic Schools);
 - (ii) State Government sponsored or aided Junior High/High Schools/Higher Secondary Schools up to Class XII standard (including Junior High/High and Senior Madrasah);
 - (iii) State Government sponsored/aided Training Institutes for primary teachers;
 - (iv) Employees of the District School Board, Darjeeling (Hill Areas)/District Primary School Councils/ Siliguri Sub-divisional Primary School Council.
2. Employees of the West Bengal Board of Primary Education.
3. Employees of the West Bengal Board of Madrasah Education.

ANNEXURE II

Details of the Existing Scales of pay

Sl. No.	Existing Pay Scales (Rs.)	Span (Years)
1.	800-15-920-18-1118-21-1265	27
2.	830-15-890-18-980-21-1232-25-1357	27
3.	875-18-929-21-1160-25-1460	27
4.	920-21-1067-25-1242-30-1512-35-1617	27
5.	980-25-1230-30-1500-35-1675-40-1755	27
6.	1040-25-1215-30-1485-35-1590-40-1670-50-1920	27
7.	1140-30-1440-35-1580-40-1660-50-2160	27
8.	1200-35-1550-40-1630-50-2180-60-2360	27
9.	1260-35-1540-45-1630-55-2070-65-2460-75-2610	27
10.	1390-45-1615-55-2055-65-2445-75-2970	27
11.	1420-45-1555-55-1720-65-2305-75-3130	27
12.	1500-55-1665-65-2250-80-3210-100-3410	27
13.	1560-65-2210-80-3170-100-3570	27
14.	1640-65-2095-80-3135-100-3635	26
15.	1780-65-2040-80-3080-100-3780	25
16.	2200-80-3000-100-4000	21

ANNEXURE III

Details of the Revised Scales of Pay

Sl. No.	Revised Pay Scales (Rs.)	Span (Years)
(1)	(2)	(3)
1.	2600-55-2985-60-3525-65-4175	27
2.	2700-60-3120-65-3770-70-4400	27
3.	2850-65-3305-70-4005-75-4680	27
4.	3000-75-3450-80-4330-90-5230	28
5.	3150-80-3390-90-4380-100-5680	28
6.	3350-90-3800-100-4700-125-6325	28
7.	3600-100-4200-125-5700-150-7050	28
8.	3800-100-4100-125-4725-150-6375-175-7775	28
9.	4000-125-4250-150-5300-175-7050-200-8850	29
10.	4500-150-5250-175-7000-200-8800-225-9700	29
11.	4650-150-5100-175-6325-200-7925-225-10175	29
12.	4800-175-5850-200-6650-225-8675-250-10925	29
13.	5000-175-5700-200-6500-225-8525-250-11275	29
14.	5500-200-6300-225-8325-250-11325	26
15.	6000-225-7800-250-9800-275-12000	25
16.	8000-275-13500	21

ANNEXURE IV

Correspondence between the Existing Scales and the Revised Scales

Sl. No.	Existing Pay Scales (Rs.)	Revised Scales Corresponding to the Existing Scales shown in column (1) (Rs.)
(1)	(2)	(3)
1.	800-15-920-18-1118-21-1265	2600-55-2985-60-3525-65-4175
2.	830-15-890-18-980-21-1232-25-1357	2700-60-3120-65-3770-70-4400
3.	875-18-929-21-1160-25-1460	2850-65-3305-70-4005-75-4680
4.	920-21-1067-25-1242-30-1512-35-1617	3000-75-3450-80-4330-90-5230
5.	980-25-1230-30-1500-35-1675-40-1755	3150-80-3390-90-4380-100-5680
6.	1010-25-1215-30-14-84-35-1590-40-1670-50-1920	3350-90-3800-100-4700-125-6325
7.	1140-30-1440-35-1580-40-1660-50-2160	3600-100-4200-125-5700-150-7050
8.	1200-35-1550-40-1630-50-2180-60-2360	3800-100-4100-125-4725-150-6375-175-7775
9.	1260-35-1540-45-1630-55-2070-65-2460-75-2610	4000-125-4250-150-5300-175-7050-200-8850
10.	1390-45-1615-55-2055-65-2445-75-2970	4500-150-5250-175-7000-200-8800-225-9700
11.	1420-45-1555-55-1720-65-2305-75-3130	4650-150-5100-175-6325-200-7925-225-10175
12.	1500-55-1665-65-2250-80-3210-100-3410	4800-175-5850-200-6650-225-8675-250-10925
13.	1560-65-2210-80-3170-100-3570	5000-175-5700-200-6500-225-6525-250-11275
14.	1610-65-2095-80-3135-100-3635	5500-200-6300-225-8325-250-11325
15.	1780-65-2010-80-3080-100-3780	6000-225-7800-250-9800-275-12000
16.	2200-80-3000-100-4000	8000-275-13500

ANNEXURE V

Revised Scales of Pay for Posts/Services

Sl. No.	Posts/	Existing Pay Scales (Rs.)	Revised Pay Scales (Rs.)
(1)	(2)	(3)	(4)
1.	All posts carrying existing Scales shown in column (3)	800-15-920-18-1118-21-1265	2600-55-2985-60-3525-65-4175
2.	-Ditto-	830-15-890-18-980-21-1232-25-1357	2700-60-3120-65-3770-70-4400
3.	-Ditto-	875-18-929-21-1-160-25-1460	2850-65-3305-70-4005-75-4680
4.	-Ditto-	920-21-1067-25-1242-30-1512-35-1617	3000-75-3450-80-4330-90-5230
5.	-Ditto-	980-25-1230-30-1500-35-1675-40-1755	3150-80-3390-90-4380-100-5680
6.	-Ditto-	1040-25-1215-30-1485-35-1590-40-1670-50-1920	3350-90-3800-100-4700-125-6325
6(a)	-Ditto-	1040-25-1215-30-1485-35-1590-40-1670-50-1920 with higher initial start at 1090	3350-90-3800-100-4700-125-6325 with higher initial
6(b)	-Ditto-	1040-25-1215-30-1485-35-1590-40-1670-50-1920 with higher initial start at 1115	3350-90-3800-100-4700-125-6325 with higher initial start at 3440
7.	-Ditto-	1140-30-14-40-35-1580-40-1660-50-2160	3600-100-4200-125-5700-150-7050
8.	-Ditto-	1200-35-1550-40-1630-50-2180-60-2360	3800-100-4100-125-4725-150-6375 175-7775
8(a)	-Ditto-	1200-35-1550-40-1630-50-2180-60-2360 with higher initial start at 1305	3800-100-4100-125-4725-150-6375- 175-7775 with no higher initial
9.	-Ditto-	1260-35-1540-45-1630-55-2070-65-2460-75-2610	4000-125-4250-150-5300-175-7050- 200-8850
10.	-Ditto-	1390-45-1615-55-2055-65-2445-75-2970	4500-150-5250-175-7000-200-8800- 225-9700
10(a)	-Ditto-	1390-45-1615-55-2055-65-2445-75-2970 with higher initial start at 1435	4500-150-5250-175-7000-200-8800- 225-9700 with no higher initial
10(b)	-Ditto-	1390-45-1615-55-2055-65-2445-75-2970 with higher initial start at 1480	4500-150-5250-175-7000-200-8800- 225-9700 with no higher initial
10(c)	-Ditto-	1390-45-1615-55-2055-65-2445-75-2970 with higher initial start at 1525	4500-150-5250-175-7000-200-8800- 225-9700 with higher initial start at 4650
10(d)	-Ditto-	1390-45-1615-55-2055-65-2445-75-2970 with higher initial start at 1945	4500-150-5250-175-7000-200-8800- 225-9700 with no higher initial
10(e)	-Ditto-	1390-45-1615-55-2055-65-2445-75-2970 with higher initial start at 2055	4500-150-5250-175-7000-200-8800- 225-9700 with higher initial start at 6300
11.	-Ditto-	1420-45-1555-55-1720-65-2305-75-3130	4650-150-5100-175-6325-200-7925- 225-10175
11(a)	-Ditto-	1420-45-1555-55-1720-65-2305-75-3130 with higher initial start at 1465	4650-150-5100-175-6325-200-7925- 225-10175 with no higher initial
11(b)	-Ditto-	1420-45-1555-55-1720-65-2305-75-3130 with higher initial start at 1555	4650-150-5100-175-6325-200-7925- 225-10175 with higher initial start at 4800
12.	-Ditto-	1500-55-1665-65-2250-80-3210-100-3410	4800-175-5850-200-6650-225-8675- 250-10925
12(a)	-Ditto-	1500-55-1665-65-2250-80-3210-100-3410 with higher initial start at 1795	4800-175-5850-200-6650-225-8675- 250-10925 with higher initial start at 5500
12(b)	-Ditto-	1500-55-1665-65-2250-80-3210-100-3410 with higher initial start at 1860	4800-175-5850-200-6650-225-8675- 250-10925 with higher initial start at 5675

(1)	(2)	(3)	(4)
12(c)	All posts carrying existing Scales shown in column (3)	1500-55-1665-65-2250-80-3210-100-3410 with higher initial start at 1990	4800-175-5850-200-6650-225-8675-250-10925 with no higher initial
12(d)	-Ditto-	1500-55-1665-65-2250-80-3210-100-3410 with higher initial start at 2120	4800-175-5850-200-6650-225-8675-250-10925 with higher initial start at 6450
13.	-Ditto-	1560-65-2210-80-3170-100-3570	5000-175-5700-200-6500-225-8525-250-11275
13(a)	-Ditto-	1560-65-2210-80-3170-100-3570 with higher initial start at 1820	5000-175-5700-200-6500-225-8525-250-11275 with higher initial start at 5525
13(b)	-Ditto-	1560-65-2210-80-3170-100-3570 with higher initial start at 1950	5000-175-5700-200-6500-225-8525-250-1125 with higher initial start at 5900
13(c)	-Ditto-	1560-65-2210-80-3170-100-3570 with higher initial start at 2015	5000-175-5700-200-6500-225-8525-250-11275 with higher initial start at 6100
14.	-Ditto-	1640-65-2095-80-3135-100-3635	5500-200-6300-225-8325-250-11325
14(a)	-Ditto-	1640-65-2095-80-3135-100-3635 with higher initial start at 1900	5500-200-6300-225-8325-250-11325 with higher initial start at 5700
14(b)	-Ditto-	1640-65-2095-80-3135-100-3635 with higher initial start at 2030	5500-200-6300-225-8325-250-11325 with higher initial start at 6100
14(c)	-Ditto-	1640-65-2095-80-3135-100-3635 with higher initial start at 2095	5500-200-6300-225-8325-250-11325 with higher initial start at 6300
15.	-Ditto-	1780-65-2040-80-3080-100-3780	6000-225-7800-250-9800-275-12000
15(a)	-Ditto-	1780-65-2040-80-3080-100-3780 with higher initial start at 1975	6000-225-7800-250-9800-275-12000 with no higher initial
15(b)	-Ditto-	1780-65-2040-80-3080-100-3780 with higher initial start at 2040	6000-225-7800-250-9800-275-12000 with higher initial start at 6225
16.	-Ditto-	2200-80-3000-100-4000	8000-275-13500
16(a)	-Ditto-	2200-80-3000-100-4000 with higher initial start at 2440	8000-275-13500 with no higher initial

Revised Scales of Pay for Posts [Para 3(2)]

Sl. No.	Name of service/post with qualification	Existing pay scale/special pay/allowance, etc. (Rs.)	Revised scale of pay (Rs.)
(1)	(2)	(3)	(4)
✓ State Government Sponsored or Aided Primary Schools/ Junior Basic Schools (including Pre-Basic Schools).			
(A)	Teacher		
	(i) For trained Matriculate/School Final/ Madhyamik passed or equivalent.	1040-1920	3350-6325
	(ii) For untrained Matriculate/Madhyamik passed or equivalent.	980-1755	3150-5680
	(iii) For Non-Matric/Non-School Final/ Non-Madhyamik passed school mother and craft teacher,	920-1617	3000-5230
(B)	Head Teacher	(i) Grade pay as Teacher according to Sl. No. 1 above. (ii) Special pay Rs. 70/- for all.	(i) Grade pay as Teacher according to Sl. No. 1 above. (ii) No special pay.
(C)	Matron	830-1357	2700-4480
(D)	Group 'D'	800-1265	2600-4175
✓ State Government Sponsored or Aided Secondary Schools up to Class XII standard,			
1.	Headmaster/Headmistress of High School/High Madrasah [Trained Graduate with Hons. degree or Second Class Master's degree holder (not less than 40% marks) with 10 years' teaching experience.] (Special Loans is not eligible.)	2200-4000 with higher initial start at 2440/- plus special pay of Rs. 200/- for heads of H.S. schools only.	8000-13500 with no higher initial start and no special pay.
		2200-4000 with higher initial start at Rs. 2440/- for secondary schools. In case of an existing integrated secondary school if the morning section and day section are under the same administration the Head of the institution shall draw a special pay of Rs. 150/- per month.	
	Superintendents of Govt. aided Senior Madrasah		
	(a) MM with MA, BT/B Ed. or BA (Hons.), BT/B Ed. with 10 years' teaching experience.	2200-4000 with higher initial start of Rs. 2440/-.	8000-13500
	(b) MM with BA and with minimum 5 years' teaching experience, or MM with minimum 10 years' teaching experience.	1780-3780 plus special pay of Rs. 250/-.	6000-12000
	(c) Those who do not possess qualifications prescribed at the above.	pay according to experience.	pay according to experience.
2.	Asstt. Headmaster/Asstt. Headmistress of High and Higher Secondary School trained graduate with Hons. including special Hons. or Master's degree with 5 years' teaching experience.	pay according to qualification plus special pay of Rs. 150/- per month.	pay according to qualification with no special pay.
3.	Headmaster/Headmistress of Junior High School/ Junior High Madrasah (existing trained graduate with 3 years' teaching experience) or trained graduate with Hons. or Master's degree with 5 years' teaching experience (Special Hons. is not eligible).	pay according to qualification plus special pay of Rs. 150/- per month.	pay according to qualification with no special pay.

	(2)	(3)	(4)
<i>Assistant Teacher</i>			
	Trained Master's degree holder.	1780-3780	6000-12000
	(i) Trained Hons. Graduate (including Special Hons.).	1640-3635	5500-11325
	(ii) B.Sc. (Agriculture).		
	(iii) Old Course B.Com. appointed before 24.12.1966.		
	(i) Trained Graduate.	1420-3130	4650-10175
	(ii) Two Sanskrit title holder of Bangiya Sanskrit Siksha Parishad or equivalent with 5 years' teaching experience.		
	(iii) M.M. title holder of West Bengal Madrasah Education Board with 5 years' teaching experience.		
	(iv) 5 years' diploma holder in Art and Craft from Govt. College of Art and Craft or degree.		
	(v) Teacher with B. Mus. Degree.		
	(vi) Graduate teacher with Physical Education degree or Work Education degree.		
	(vii) Graduate Teacher of Physical Edn./Work Education Group with 1-year approved Diploma of Physical Education or Work Education.		
7.	(i) Teachers with Diploma in Engineering/Work Education	1390-2970	4500-9700
	(ii) Craft Teacher—		
	(a) With 5-year Diploma in Art & Craft from Government College of Art & Craft or Degree	1420-3130	4650-10175
	(b) With any other Diploma	1390-2970	4500-9700
	(c) Matriculate/S.F. with one year Craft Training Certificate from recognised Institution or Non-Matriculate/S.F. with 2 years' training certificate from recognised Institution	1040-1920	3350-6325
	(iii) Music Teacher with—		
	(a) B. Music Degree	1420-3130	4650-10175
	(b) Music Diploma	1390-2970	4500-9700
	(c) Certificate in Music from recognised Institution	1040-1920	3350-6325
8.	Teacher with Sub-Oversear's Certificate	1260-2610	4000-8850
9.	(i) Teacher with part-I B.A./B.Sc./B.Com. or Intermediate	1200-2360	3800-7775
	(ii) Matriculate with one Sanskrit title (Kabyatirtha or Byakarantirtha) of Bangiya Sanskrit Siksha Parishad or equivalent.		
	(iii) Matriculate with 2 years' training certificate from a recognised Institution or with 10 years' practical experience.		
	(iv) Matriculate with Kovid.		
	(v) Teacher with two recognised Sanskrit titles of Bangiya Sanskrit Siksha Parishad or equivalent with less than 5 years' teaching experience.		
	(vi) M.M. with less than 5 years' teaching experience.		
	(vii) Teacher with one Sanskrit title of Bangiya Sanskrit Siksha Parishad or equivalent with 5 years' teaching experience.		
	(viii) F.M. passed of West Bengal Madrasah Examination Board.		

(1)	(2)	(3)	(4)
10.	(i) Other trained Marticulate teacher (ii) Non-Metric teacher with certificate in Music from recognised Institution. (iii) Matriculate with one-year craft training. (iv) Non-Matric Teacher with 2 years' training certificate from recognised Institution. (v) Workshop Instructor with less than 10 years' experience. (vi) Agricultural Instructor.	1040-1920	3350-6325
11.	Untrained Matriculate or S.F. or equivalent examination passed.	980-1755	3150-5680
12.	(i) Non-Matric/V.M. Teacher (ii) Work Education Assistant.	920-1617	3000-5230
13.	<i>Librarian</i> Master's degree holder with recognised Diploma in Library Science.	1420-3130 With higher initial start at Ra. 1465/-	4650-10175
14.	Graduate with recognised Diploma in Library Science.	1390-2970	4500-9700
15.	Matriculate with recognised certificate in Librarianship.	1040-1920	3350-6325
16.	(a) Non-Matric Librarian (existing) (b) Non-Matric Library Assistant	920-1617 980-1755	3000-5230 3150-5680
17.	<i>Clerk</i> Matriculate/School Final or equivalent	1040-1920 Special pay of Rs. 75/- per month shall be allowed to one clerk for additional work in H.S. school where no post of clerk for H.S. section was/will be sanctioned.	3350-6325 With no special pay
18.	Non-Matric (existing clerk)	920-1617	3000-5230
19.	(i) Group 'D' employee (ii) If any Group 'D' staff not appointed as Night Guard performs duties as Night Guard in addition to his normal duties he shall get a special pay of Rs. 50/- p.m. (ii) Special pay of Rs. 50/- shall be allowed to one Group 'D' staff for additional work in H.S. School where no additional post was/will be sanctioned.	800-1265	2600-4175 2600-4175 2600-4175
	(ii) Laboratory Attendant. (iii) Workshop Attendant.		

ANNEXURE VII

Form of Option

Ihereby elect for the revised scale of pay of Rs.of my substantive/officiating/temporary post with effect from 1st January, 1996.

Ihereby elect to continue in the existing scale of pay of Rs.of my substantive/officiating/temporary post mentioned below till.....19..... and to come over to the revised scale of pay of Rs.with effect from19.....

Declaration—I hereby undertake to refund to the Government any amount which may be drawn by me in excess of what is permissible to me on account of erroneous fixation of my pay in the revised scale of pay as soon as the fact of such excess is brought to my notice or is brought to my notice.

Station:

Signature:

Name:

Date:

Designation:
(substantive/officiating/temporary)

Name of the Institution:

District:

Signature:

Head of the Institution:

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- Notes:* (1) Separate option should be exercised in respect of the scale, if pay has to be fixed in more than one scale.
(2) The option once exercised is final. The employees should opt to come under the revised scale on any day between 1st January 1996 and 1st January 1997, after reading carefully the provisions of the Memorandum No.25 SE(B) dated 12th February 1999. No changes of option shall be allowed under any circumstances.