

**REPORT OF THE
FIFTH COMMITTEE OF PARLIAMENT
APPOINTED TO REPORT
ON THE
STRUCTURE OF PAY, ALLOWANCES, LEAVE, PENSIONARY BENEFITS AND OTHER
AMENITIES IN RESPECT OF OFFICERS AND STAFF
OF THE
LOK SABHA AND RAJYA SABHA SECRETARIATS**

Presented to

**THE CHAIRMAN, RAJYA SABHA
AND
THE SPEAKER, LOK SABHA**

on

19th December, 2018



सत्यमेव जयते

19th December, 2018/ Agrahayana 28, 1940 (Saka)

THE COMMITTEE

CHAIRPERSON

Dr. Murli Manohar Joshi,
Chairperson, Estimates Committee

MEMBERS

Shri Mallikarjun Kharge,
Chairperson, Public Accounts Committee

Dr. M. Veerappa Moily,
Chairman, Standing Committee on Finance

Shri Narendra Singh Tomar,*
Minister of Parliamentary Affairs

Shri Arun Jaitley,
Minister of Finance

Prof. Ram Gopal Yadav,
Member, Rajya Sabha

Lok Sabha Secretariat

Smt. Snehlata Shrivastava,
Secretary-General, Lok Sabha

Rajya Sabha Secretariat

Shri Desh Deepak Verma,
Secretary-General, Rajya Sabha

* Nominated as Member of the Committee with effect from 16th November, 2018 vice Shri Ananth Kumar, Minister of Parliamentary Affairs who ceased to be a Member of Parliamentary Pay Committee due to his sad demise.

SECRETARIAT

LOK SABHA SECRETARIAT

Shri V.K. Tripathi
Joint Secretary

Shri Sanjay Sethi
Deputy Secretary

Shri Sreekanth S.
Under Secretary

Shri Abhishek Kumar
Senior Executive Assistant

Shri Arun Singh
Secretariat Assistant

Shri Chetanya Ravi
Secretariat Assistant

RAJYA SABHA SECRETARIAT

Shri Rakesh Prasad
Director

Shri Amit Kumar
Deputy Secretary

Smt. Chanderlekha Sharma
Under Secretary

Other than the officials above, the Parliamentary Pay Committee Cell consisted of other officials whose dedicated work was involved in processing large number of suggestions and representations received by the Committee and thereafter in the preparation of report. Though, each official cannot be mentioned by name here, their hardwork and efficiency is highly appreciated.

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PREFACE

I, the Chairperson of the Parliamentary Pay Committee appointed to advise the Chairman, Rajya Sabha and the Speaker, Lok Sabha on the changes that are considered desirable in the structure of scales of pay, allowances, leave, pensionary benefits and other amenities to the officers and all categories of employees of the Rajya Sabha and Lok Sabha Secretariats in the context of the decision of the Government of India on the recommendations of the Seventh Central Pay Commission, having been authorized by the Committee to submit the Report on their behalf, hereby present this Report.

2. The present Committee was appointed by the Speaker, Lok Sabha in consultation with the Chairman, Rajya Sabha. Bulletins regarding constitution of the Parliamentary Pay Committee were issued *vide* Lok Sabha Bulletin Part-II (Para No. 6754) dated 23.03.2018 and *vide* Rajya Sabha Parliamentary Bulletin Part-II (Para No. 57658) dated 23.03.2018.

3. One of the major features of the Seventh Central Pay Commission has been introduction of Pay Matrix based on levels of pay for various categories of employees of the Government of India thereby doing away with the system of Grade Pay and Pay Bands as introduced by the Sixth Pay Commission.

4. The Committee, along with the inputs provided by the Members of Parliament and Members of the Committee, took cognizance of the oral and written submissions made by the employees and Office Bearers of Employees Associations of both the Secretariats of the Parliament in crystallizing their recommendations. The team of Officers of the Lok Sabha and Rajya Sabha Secretariats provided assistance to the Committee in administratively analyzing the issues brought before them. The Committee considered and adopted their Report at their sitting held on 18.12.2018.

5. The Committee wish to place on record their thanks to all those who helped them in their work.

New Delhi
19th December, 2018

Agrahayana 28, 1940 (Saka)


[DR. MURLI MANOHAR JOSHI]
CHAIRPERSON.

P R E A M B L E

As per our Constitutional architecture, Parliament of India is the supreme legislative body and is composed of the President and the two Houses, namely, the Rajya Sabha and the Lok Sabha. The legislative procedure for the Union Government requires that bills pass through both the Houses of the Parliament. The Union Legislature consists of people's representatives as well as the secretarial staff envisaged under Article 98 of the Constitution. Political representatives are generally elected by the people but the secretarial staff is recruited under Rules framed under the Constitution.

The principle of separation of powers forms part of the basic structure of our Constitution. The independence of the Secretariats of Parliament which flows from the same has been enshrined in Article 98 of the Constitution and owing to this, the question of revision of pay scales of Officers and Staff of both the Secretariats is *inter alia* kept outside the purview of Central Pay Commissions. Till 1973, on the basis of the recommendations made by the Central Pay Commissions, the pay scales of the Officers and Staff of the Secretariats were also suitably revised under orders issued by the Chairman, Rajya Sabha and the Speaker, Lok Sabha after consultation with the Ministry of Finance.

However, since 1973, after provisional adoption of the recommendations of the Central Pay Commissions in both the Secretariats, Parliamentary Pay Committees are being jointly appointed by the Presiding Officers of both the Secretariats to advise them on the revision of pay and other conditions of service of the parliamentary staff. Hitherto, four Parliamentary Pay Committees have been constituted with the last one having presented its Report in the year 2009.

The 7th Central Pay Commission submitted its report in 2015 and its recommendations were made applicable for the employees of Government of India with certain modifications *vide* Notification No. GSR 721(E) dated 25th July, 2016 with effect from 01.01.2016. Subsequently, various orders were issued by the Government of India implementing the recommendations of the Seventh Central Pay Commission.

As per well-established conventions, the orders issued by the Government to the Ministries/Departments of the Government of India do not *ipso facto* apply to the Officers and Staff of the Secretariats of Parliament. They have to be explicitly adopted. Hence, in the context of the decisions of the Government of India on the recommendations of the 7th Central Pay Commission, the Hon'ble Chairman, Rajya Sabha and Hon'ble Speaker, Lok Sabha, as an interim measure, approved the provisional revision of scales of pay and other allowances in respect of officers/staff of Rajya Sabha Secretariat and Lok Sabha Secretariat *vide* R&CS Order No.4/2016 dated 27th July, 2016 and R&CS Order No. PA-518/2016 dated 05th August, 2016 respectively. The subsequent implementation orders were also examined and adopted for their application to Officers/Staff by both the Secretariats. A consolidated statement showing details of orders issued by various Ministries/Departments of Government of India consequent upon implementation of the recommendations of the 7th Central Pay Commission and their adoption provisionally by both the Secretariats till date is also enclosed at Annexure(s)-I & II.

Thereafter, Speaker, Lok Sabha in consultation with the Chairman, Rajya Sabha, constituted the Fifth Parliamentary Pay Committee on 23-03-2018 with the terms of reference to advise them on the changes that are considered desirable in the structure of scales of pay, allowances, leave, pensionary benefits and other amenities to the officers and all categories of employees of the Rajya Sabha and Lok Sabha Secretariats in the context of the decision of the Government of India on the recommendations of the 7th Central Pay Commission. The composition of the present Parliamentary Pay Committee, which has drafted and approved the extant Report is as follows:-

- (1) Chairperson, Estimates Committee
(Dr. Murli Manohar Joshi)
- (2) Chairperson, Public Accounts Committee
(Shri Mallikarjun Kharge)
- (3) Chairperson, Standing Committee on Finance
(Dr. M. Veerappa Moily)
- (4) Minister of Parliamentary Affairs
(Shri Narendra Singh Tomar)
- (5) Minister of Finance
(Shri Arun Jaitley)
- (6) Member, Rajya Sabha
(Prof. Ram Gopal Yadav)

Both the Secretaries-General of Rajya Sabha and Lok Sabha were associated with the Committee. Bulletins in this regard were issued vide Rajya Sabha Parliamentary Bulletin Part-II (Para No. 57658) dated 23.03.2018 and Lok Sabha Bulletin-Part II (Para No. 6754) dated 23.03.2018.

The Committee held its first meeting on 05.04.2018. Shri Shiv Pratap Shukla, Minister of State for Finance attended the meeting in place of Shri Arun Jaitley, Minister of Finance. After a lot of deliberations, the Committee at the above said sitting decided to invite suggestions/views of Officers, members of staff and Associations of both Rajya Sabha and Lok Sabha Secretariats on structure of pay, allowances, leave, pensionary benefits and other amenities.

Accordingly, Circular(s) dated 10.04.2018 were issued by the Rajya Sabha Secretariat and Lok Sabha Secretariat respectively inviting suggestions/views of the Officers, Members of Staff and Association of both the Secretariats. The Committee had fixed 15th April, 2018 as the last day for receipt of suggestions from the officers of the staff of the two Secretariats, which was extended upto 25th April, 2018 vide Circular(s) dated 16.04.2018 issued by the respective Secretariats. However, the representations continued to pour in as late as the end of August, 2018. The Committee received 1383 representations from employees of Rajya Sabha and Lok Sabha Secretariats [463 from Rajya Sabha Secretariat and 920 from Lok Sabha Secretariat].

The key expectation of employees across the levels was that there should be increase in pay and allowance and improvement in other facilities vis-à-vis the employees of Government of India keeping in view the specialized nature of duties performed by them, which is broadly based on the principle of the Legislature's oversight on the Executive. In their representations, they have also raised the issues of career stagnation, non-implementation of the recommendations of the cadre review conducted in 2013, work study Reports of various Services of the Lok Sabha Secretariat, thereon submitted in revision of pay scales, change in nomenclature of posts, merger/upgradation of posts and improvement in promotional avenues.

Suggestions/views were also received by the Committee from some of the Members of Parliament especially with regard to Grade Pay(s) of Rs. 2200 and Rs. 8000 for which corresponding level in the pay matrix is not available, implementation of cadre review/work study reports, anomaly in fixation of pay of the employees in Grade Pay of Rs. 4600, dress allowance, anomalies arising out of implementation of Second Cadre Review Report in the Rajya Sabha Secretariat etc. The Members also echoed many of the other demands made by the employees.

The representations received from employees of both the Secretariats and the suggestions received from the Members of Parliament were also discussed at length by the representatives of the Associations of both the Secretariats as well as the employees concerned at their interactions with the Chairperson from 8th to 10th May and on 14th May, 2018, wherein they reiterated and explained the rationale of their demands. Ample opportunity was given to representatives of various categories of officers and staff who wished to appear before the Chairperson and present their view points. In all, 138 such representative employees were given the opportunity to interact with the Chairperson.

The Chairperson also separately discussed the issues from time to time with the Officers associated with the Committee and more than 40 such meetings were held at the residence of Chairperson as well as at his Office in Parliament House.

Before arriving at their conclusions, the Committee explained in detail all the points raised by the officers and staff of the two Secretariats in their written memoranda as well as during their interaction with the Chairperson.

The Committee are of the opinion that services of the Parliament Secretariats is of unique nature as already explained earlier. The employees of the Secretariats have to provide specialized services in the functioning of the Houses of the Parliament and its Committees, to the elected representatives and have to scrutinize the work of various Ministries and Departments based on the principle of oversight of the Legislature over the Executive. In order to meet such arduous responsibility, the educational qualifications required for recruitment to the services of Parliament are kept higher than those applicable to employees of the Government of India. This aspect has been highlighted by previous Pay Committees also. Hence, the Committee feel that the emoluments should be such that talented people get attracted towards the service.

The Committee also made a study of the existing scales of pay in the Rajya Sabha and Lok Sabha Secretariats, the existing corresponding scales in the Government of India/Supreme Court and the revised scales of pay recommended by the Seventh Central Pay Commission.

The approach of the Committee while formulating its recommendations has been to bring about uniformity in the pay scales and nomenclature vis-à-vis the qualification prescribed while dealing with cadres with similar job content and responsibility across both the organizations. A total of 99 recommendations have been made by the Committee. Some of the salient recommendations are as follows.

One of the major issues, which the Committee are of the view must receive immediate attention of the Presiding Officers of both the House as well as that of the Government is, the enactment of an Act to deal with the procedure concerning the functioning of the Secretariats and methods of recruitment and conditions of service of their personnel. The Committee note with concern that despite a clear cut recommendation to this effect in the (first/second/third/fourth) Parliamentary Pay Committee Report/s, nothing substantial has occurred on the ground with the result that even after a lapse of over seven decades both the Secretariats function on the basis of powers delegated by the President. Non-enactment of an Act under Article 98 has also resulted in a large number of anomalies and is the primary reason for most of the difficulties being faced by both the Secretariats at the present moment. This matter was deliberated in detail during the First Sitting of the Committee wherein the Chairperson mooted the issue by stating that rules regarding regulation of recruitment and conditions of service of the employees of the Parliament have currently been framed under delegated power and the legal tenability of the same could be questionable. The Members of the Committee were in complete agreement to the fact that an Act should be enacted to regulate the staff matters of the Parliament Secretariats. The Members felt that this move will be in tune with Article 75 which emphasizes Parliamentary scrutiny and oversight over the Executive and ensure its accountability to the Legislature as enshrined in the Constitution. Accordingly, the Committee strongly felt that a sincere effort be made to enact an Act under Article 98(2) and review the rules framed under Article 98(3) so as to ensure the independent and impartial character of the Secretariats, with special emphasis on upgrading professional competence. The Committee, therefore, have recommended that the Ministry of Parliamentary Affairs should take urgent steps to bring a legislation as envisaged under article 98(2) of the Constitution in the ensuing session of Parliament.

Another major issue of concern before the Committee was with regard to Grade Pay(s) of Rs. 2200 and 8000, which were introduced by the 4th Pay Committee. In the Civil Pay Matrix brought out by the Seventh Central Pay Commission, there is no corresponding Level in the Pay Matrix for these Grade Pay(s). As a result of this, the pay of the employees serving in these grades or promoted to/from them has not been fixed in any Level of the provisionally adopted new pay structure. Similarly, the pension of the retired employees involving these Grade Pay(s) has also not been fixed as the Concordance Tables for the same are not available. The Committee, after going into the pros and cons of the options

available before them, came to the conclusion that all post(s) in Grade Pay of Rs. 2200 in both the Secretariats be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016 and the post(s) in Grade Pay of Rs. 8000 be declared as dying cadre w.e.f. 01.01.2019 and the pay of the employees concerned be fixed in Level 12. In case of employees retiring in the Grade Pay of Rs. 8000 during the period from 01.01.2006 to 31.12.2015, the Committee are of the opinion that the notional pay fixation/ pension calculation on or after 01.01.2016 be made on the basis of Concordance Table available for Level 12.

The Committee also dealt at length on representations of female employees of both the Secretariats and has recommended that a systemic provision for gender audit may be institutionalized. The Committee have also stressed the need to provide transport facility, common rooms/rest rooms, crèche etc. to female employees keeping in view their special needs and also to attract more female employees towards the services of Parliament Secretariats.

The Committee have, in order to improve the health and general well-being of the employees, recommended that the facilities like meditation centre/ yoga hall/gym etc. are essential and hence construction of the same need to be given priority.

The Committee, after deliberating in detail on the extant Time Scale Placement Scheme in the Lok Sabha Secretariat has recommended that the Time Scale Placement Scheme be revisited so as to provide financial benefits for the second and the third time to the persons holding isolated posts.

A sincere and honest effort has been made in the Report to ensure harmonisation between the Rajya Sabha and the Lok Sabha Secretariats in every respect, like pecuniary matters, nomenclature of various posts, etc. This whole exercise has been done after holding one-to-one meetings with the employees concerned, examining the representations received in the matter, consulting the Employees' Associations as also Secretaries-General of both the Secretariats. There is a general consensus on most of the issues except one or two issue which may still evade resolution. One such issue is concerning the manner and method of pay fixation in certain particular grades against which a section of employees of the Lok Sabha Secretariat has approached the Court of Law for relief. The Committee feel that such an unfortunate situation could easily have been averted by exercising more professional and far sighted administrative acumen. It does not befit the dignity of this great institution, the supreme law-making body that its staff has to resort to litigation for redressal of their grievances. In the opinion of the Committee, such a situation would not have arisen had there been timely implementation of cadre review Reports and adoption of other proactive personnel measures to keep employee motivation and competence of the highest order.

The Committee strongly feel that genuine grievances of the employees need to be examined in the right spirit and it should be ensured that they are given just, proper and fair treatment in matters of their career progression and service conditions. The Committee also feel that Parliament being the apex institution of the country should be model employer in the country and set examples for others to follow in terms of work culture, systemic

efficiency and transparency. It should strive towards building an atmosphere of trust amongst its employees by promoting legitimate aspirations to achieve the objective of sincerity, efficiency, productivity and excellence. The Committee, therefore, are of the unequivocal opinion that the existing system for redressal of grievances need to be strengthened by taking effective steps so as to minimise judicial interventions thereby saving the time, energy and money on the part of both the parties. The Committee also recommend formal interaction of Secretaries-General, at regular intervals, with the Office bearers of the Associations of the respective Secretariats and restoration of formal interaction between the Secretaries-General at regular intervals so as to resolve issues of mutual concern.

The Committee also emphasized for an urgent need to comprehensively review the existing training policy/facilities being extended to the employees of both the Secretariats in order to align it with the needs of the employees as well as the Secretariats.

The aspect of parity in promotion was also deliberated upon and the Committee felt that there cannot be parity in Services within the Secretariat in determining promotional avenues. The Committee, however, agree with the suggestion that as far as possible, bulk creation of posts without comprehensive work study be discouraged.

The Committee note that the quality of research work has gone down considerably and proper research inputs are not provided to the Members of Parliament. The Committee are also aware of the initiative taken by the Hon'ble Speaker in the recent past to provide research assistance to Parliamentary Committees by attaching Officers of the LARRDI Service with the Committee Secretariats. However, it remains a fact that this measure has not produced the desired results. The Committee strongly feel that specialists are needed to help, support and brief Members of Parliament and Chairpersons of Parliamentary Committees. The Committee are of the considered view that the more well informed the Members are, the more fruitful will be the discussions in the House and its Committees and consequently, the process of formulation of policies will be further strengthened. Research papers on the subjects like Defence, Commerce, Environment, Climate change, Water, Population, Health, Foreign Policy, Economic/Monetary Policy Management, Artificial Intelligence and other cutting edge areas need to be prepared and provided to the Members. This can be achieved only by drafting in domain experts/academics from Universities/Institutions of excellence. It is also the considered opinion of the Committee that the Secretariats of the Parliament shall endeavour to engender and nourish this pool into a research group or think tank of their own to whom the Member of Parliament can turn to when they are in need of quality research inputs. The Committee, therefore, have stressed that this aspect may be given a serious thought.

A number of grievances and past anomalies were also placed before the Committee. Many of them had their roots in the recommendations made by the 4th Parliamentary Pay Committee. The Committee have tried to remove these anomalies wherever possible. Efforts should be made to resolve anomalies, if any, that may arise after the implementation of the recommendations of the Committee.

The Committee also suggest that an appropriate body may be created to look into the anomalies, if any, arising out of the implementation of the recommendation of 5th Parliamentary Pay Committee. The body so created may be in position for a period of six months at least so that if any anomaly arises in implementation of the recommendation of this Committee, it can be immediately attended to and the affected persons need not wait endlessly for relief.

The Committee also have recommended upgradation/merger of some of the posts, as well as creation of new Grade(s) and consequent changes in Recruitment Rules for certain categories of posts. The Committee hope that necessary follow-up action will be taken by the respective Secretariats to incorporate the required changes in the relevant Recruitment Rules.

The Committee feel that Lok Sabha and Rajya Sabha Television Channels are important instruments for the Parliament to reach out to the common people of the country and educate them about the working of the Union Legislature and thus strengthens the democratic values among the masses. The Committee are therefore of the view that the programmes of the Channels ought to be world class, the technology used shall be of state of the art quality and their administration be governed by transparent rules and regulations providing for a hybridisation of high quality professionals and conventional office structure.

The Committee have recommended that the changes proposed with reference to provisionally adopted structure of pay, as indicated in Appendix-I & II and Appendix-III & IV, may be accepted for implementation in different Services of Lok Sabha and Rajya Sabha Secretariats respectively. These changes, except revision of nomenclature, may come into force with effect from 01.01.2016. The revised pay of the employees in both the Secretariats may be fixed on the model of the provisions contained in the CCS (Revised Pay) Rules, 2016, adopted by both the Secretariats.

The Committee note that the arrears on account of provisional revision of scales of pay etc. has been paid in the past to the employees of both the Lok Sabha and Rajya Sabha Secretariats in cash. The Committee recommend that the arrears as worked out on the basis of implementation of the recommendations of this Committee may be paid during the current financial year in cash.

In all other matters not specifically discussed in this Report, the orders issued by the Government of India from time to time on the basis of the recommendation of the Seventh Central Pay Commission may be made applicable subject to the approval/orders of the Chairman/Speaker. Such matters shall, *inter-alia* include Dearness Allowance, House Rent Allowance, Transport Allowance, Travelling Allowance, Leave Travel Concessions, Educational Facilities and Allowances, Death-cum-retirement Benefits, Leave Entitlement, Medical Facilities, etc.

The Committee concluded their deliberations and adopted this Report on pay structure and allowances etc. in respect of the officers and staff of the Rajya Sabha and Lok Sabha Secretariats on 17.12.2018. The observations/recommendations of the Committee after examining the various issues are enumerated in the succeeding parts of the Report. The Committee authorised the Chairperson to correct any patent errors and submit the Report to the Chairman, Rajya Sabha and Speaker, Lok Sabha.

In the end, it is emphasized that the Committee have endeavored to bestow its best in considering and dealing with all the major issues raised by the employees and Members. However, due to paucity of time and the urgency involved, some minor issues could not be examined.

The Committee applaud the suggestions made by some of the employees which were aimed not only towards improving the pay, allowance and facilities but also to improve the productivity, accountability and performance of the employees of the Secretariat. The Committee feel that exchange of ideas between all stakeholders will strengthen the Parliamentary Institutions.

The Committee express their sincere thanks to both the Secretaries General for their matured advice and also appreciate relentless efforts put in by all the officers and staff deputed to the Parliamentary Pay Committee Cell in the examination of voluminous material that was received by them in the form of suggestions from the Members and employees of the Secretariats, drafting this Report and assisting the Committee to arrive at their recommendations.

S.NO.1**PARLIAMENTARY ALLOWANCE**

The Committee note that based on the recommendations of the Third Parliamentary Pay Committee (2001), an allowance with the nomenclature "Other Allowances" was introduced for the employees of both the Secretariats for arduous nature of duties performed by them during session period, as per the monthly rates given below:-

Group of Posts	Amount (Rs.)
A	1000
B	800
C	600
D	400

The Committee further note that the Fourth Parliamentary Pay Committee (2009) recommended that Parliamentary Allowance [earlier nomenclature – "Other Allowances] may be paid throughout the year, at the following rates:-

Sl. No	Category of Posts	Rate
1	Posts in Pay Band-1	25% of Basic Pay
2	Posts in Pay Band-2	20% of Basic Pay
3	Posts in Pay Band-3	15% of Basic Pay
4	Posts in Pay Band-4	10% of Basic Pay

The Committee also recommended that the Parliamentary Allowance may be treated as pay for the purpose of computing Dearness Allowance and other allowances as well as for calculation of retirement benefits.

The Committee were informed that at their meeting held on 31.03.2009, Chairman, Rajya Sabha & Speaker, Lok Sabha decided that the Parliamentary Allowance may be increased by four times the existing rate and may be paid throughout the year without being counted for the purpose of grant of DA, HRA and retirement benefits.

The Committee, thus, observe that presently, the employees of both the Secretariats are being paid Parliamentary Allowance at the following rates, w.e.f. 01.01.2006, without being counted for the purpose of grant of DA, HRA and retirement benefits:

Group of Posts	Amount (Rs.) per month
A	4000
B	3200
C	2400

Demands were made before the Committee to enhance the Parliamentary Allowance by 2 to 4 times of the existing rate or 10% to 20% of the basic pay and linking it with Dearness Allowance. A demand was also received to increase it by 25% and 50% when DA crosses 50% and 100% respectively. It was also demanded that it may be merged with Basic Pay, termed as 'Parliamentary Pay' and counted for pensionary benefits. In addition, the employees posted in House related Branches demanded that they be given Sessional allowance in addition to Parliamentary Allowance during session period.

The Committee note that the Parliamentary Allowance is fixed and not DA indexed. The Committee also note that the allowances that are fixed and not DA indexed have generally been raised by a factor of 2.25 by the Seventh Central Pay Commission.

The Committee are of the view that the work of Parliament is of specialized nature and requires special abilities to deal with it. The Officers/staff of both the Secretariats perform arduous nature of duties within a specific time frame related to Parliamentary work and other related works both during Session and inter-Session periods. The employees need to be compensated suitably so that their motivation levels are at the highest.

The Committee, therefore, recommend that the existing rate of Parliamentary Allowance, which is not DA indexed, be multiplied by a factor of 3.75 and enhanced w.e.f. 01.01.2016 as under:-

Group of Posts	Amount (Rs.) per month
A	Rs. 15,000
B	Rs. 12,000
C	Rs. 9,000

S.NO.2 REIMBURSEMENT OF EXPENSES ON NEWSPAPERS/ MAGAZINES

The Committee note that the facility of reimbursement of expenditure incurred on newspapers/magazines is presently available to the Officers of the level of Executive Officer and equivalent upto Joint Secretary at the rates recommended by the Fourth Parliamentary Pay Committee (2009), whereas, Officers of the level of Secretary/Additional Secretary get reimbursement irrespective of financial limit. The reimbursement is made on quarterly basis [January to March and so on] after deduction of 10% of the total amount towards the residual cost of the old newspapers/magazines. The Committee were informed that while Officers of the level of Secretary/Additional Secretary are required to claim the reimbursement, the other entitled Officers get reimbursement without submission of claim.

Demands were received by the Committee to enhance the rates of reimbursement at par with Officers of Government of India. It was also demanded that the reimbursement be made to all non-gazetted employees also. The Committee deliberated on both the aspects.

The Committee note that the Ministry of Finance, Department of Expenditure *vide* Office Memorandum dated 03 April, 2018 have issued fresh guidelines effective from 03.04.2018 prescribing monetary ceiling on reimbursement of expenses incurred on Newspapers by the entitled Officers. As per these guidelines, the reimbursement is to be made on half-yearly basis for which a Certificate to the effect that expenditure has been incurred on newspapers is required to be given by the Officer concerned and no deduction towards the residual cost of the old newspaper is to be made.

A comparison of the rates of reimbursement on this count to the entitled Officers of Government of India and Rajya Sabha/Lok Sabha Secretariats is as under:

S. No.	Level of Officer(s)	Rate per month	
		GOI	RSS/LSS
1.	Secretary/Secretary equivalent	As per actuals	No limit
2.	Additional Secretary/ Additional Secretary equivalent	Rs. 1100	No limit
3.	Joint Secretary/ Joint Secretary equivalent	Rs. 850	Rs. 750
4.	Director & equivalent	Rs. 500	Rs. 375
5.	Additional Director & equivalent	-	Rs. 375
6.	Deputy Secretary & equivalent	Rs. 500	Rs. 225
7.	Under Secretary & equivalent and Section Officer/Executive Officer & equivalent	Rs. 500	Rs. 150

The Committee observe that the rate of reimbursement on account of purchase of Newspapers in respect of entitled Officers of the Government of India of the level of Section Officer upto Joint Secretary is higher as compared to comparable entitled Officers of the Secretariats of Parliament. The Committee observe that in the Rajya Sabha and Lok Sabha Secretariats, the rate of reimbursement to the Officers of the level of Director is higher than that of Deputy Secretaries, who in turn get higher reimbursement as compared to Under Secretaries/ Executive Officers & equivalent, whereas in Government of India, the Officers of these levels get the same amount of reimbursement viz. Rs. 500 per month. The Committee are of the view that the existing system of differential amount of reimbursement to the Officers of these levels should continue with rate of reimbursement to the Officers of the level of Executive Officer/Under Secretary & equivalent being Rs. 500 p.m. This necessitates corresponding increase in the rates of reimbursement for Officers of the level of Deputy Secretary to Joint Secretary.

The Committee, therefore, recommend that while Officers of the level of Secretary of both the Secretariats may continue to get reimbursement of expenses on newspapers/magazines irrespective of financial limit, the existing rate(s) of reimbursement of expenses on newspapers/magazines for Officers of the level of Executive Officer & equivalent to Additional Secretary & equivalent of both the Secretariats be revised w.e.f. 03.04.2018 as under:

Sl. No.	Designation/Posts	Existing rate(s) per month	Revised rate(s) per month
1.	Additional Secretary and equivalent	No limit	Rs. 3000
2.	Joint Secretary and equivalent	Rs. 750	Rs. 2000
3.	Director and equivalent; and Additional Director and equivalent	Rs. 375	Rs. 800
4.	Deputy Secretary and equivalent	Rs. 225	Rs. 700
5.	Under Secretary and equivalent; and Executive Officer and equivalent	Rs. 150	Rs. 500

As regards the demand for providing reimbursement of Newspapers expenses to all non-gazetted employees, the Committee strongly feel that reading newspaper not only widens outlook but also helps in enriching knowledge, which in turn helps in the discharge of duties. The Committee, therefore, recommend that the facility of reimbursement of Newspaper expenses may also be extended to all non-gazetted employees of both the Secretariats with monthly ceiling of Rs. 300, which may come into force with effect from the date of issue of orders by the respective Secretariat.

The Committee further recommend that a Certificate indicating the amount of expenditure incurred may be obtained from the Officers/officials concerned and reimbursement may be made on half-yearly basis without deducting the residual cost of the old newspapers/magazines.

S.NO.3

DRESS ALLOWANCE/WASHING ALLOWANCE

The Committee note that certain categories of employees of both the Secretariats *inter alia* including Attendants, Housekeepers, Staff Car Drivers, Officers/staff of Parliament Security Service are provided specific/prescribed uniform, shoes and other related items as per functional requirements. They are also paid washing allowance for its maintenance and upkeep. In pursuance of the recommendations of the Parliamentary Pay Committee (2001), the Washing Allowance is being paid to the uniformed staff at the rate of Rs.200 per month w.e.f. 13.05.2002. Out of 2280 employees in position in the Lok Sabha Secretariat, the number of employees presently being paid Washing Allowance is 786 including Staff Car Drivers, Attendants and Security staff. In the Rajya Sabha Secretariat, out of 1360 employees presently in position, 561 employees are being paid Washing Allowance. Uniforms are also provided to Officers/staff performing protocol/house related duties.

The Committee further note that the 7th CPC recommended that Washing Allowance be abolished as a separate allowance and subsumed in the newly proposed Dress Allowance. In the Lok Sabha Secretariat, it was decided with the approval of the then Speaker that Washing Allowance may continue to be paid to the uniformed staff at the existing rates and the same may be reviewed as and when the orders regarding Dress Allowance are issued by the Government of India.

The Committee were informed that the orders regarding introduction of Dress Allowance were issued by Department of Expenditure on 02.08.2017 prescribing rates of reimbursement of Dress Allowance for different categories ranging from Rs. 5,000/- to Rs. 27,800/- per annum w.e.f. 01.07.2017. In respect of categories of staff who are supplied uniforms and are required to wear them regularly like MTS, staff car drivers etc., the rate fixed is Rs. 5,000/- per annum. The rates of Dress Allowance will go up by 25% each time Dearness Allowance rises by 50%.

Many demands were received by the Committee from the employees of both the Secretariats with regard to Washing Allowance as well as providing uniform to all.

The demands with regard to Washing Allowance *inter alia* included increasing it from Rs. 200 per month to Rs. 1560 / Rs. 1500/Rs. 1350/Rs. 1200 per month and reviewed on biennial basis, Rs. 15000 / Rs. 10000/ Rs. 5000 per annum, Rs. 12000 / Rs. 10000/ Rs. 5000 per annum with Dearness Allowance, continuation of Washing Allowance as in the case of Supreme Court of India, providing Dry Cleaning Allowance @ Rs. 500 per month to officers who perform Table Duty during Parliament Session period. Composite Uniform Maintenance Allowance @ Rs. 1000 p.m. to maintain the prescribed clothing and footwear to PSS officials.

The demands with regard to uniform *inter alia* included providing uniform to all employees as in the case of Supreme Court of India, need for dress code for all officers and staff and allowance for the purpose, providing same quality and colour of Uniform, Blazer for women employees as part of uniform for duty at the Table of the House, discontinuation of stitched uniform, Rs. 30000/Rs. 27800/Rs. 15000/10000 per annum be paid as Dress Allowance, existing uniform rates for Parliament Security Service (PSS) officials may be enhanced to Rs. 30,000 per annum or made equivalent to the amount given to SPG personnel.

The Committee note that demands made before previous Pay Committees to provide uniforms to all the employees irrespective of Services/categories were not accepted. The Fourth Parliamentary Pay Committee did not agree to the demand for increase in Washing Allowance to Rs. 1000 p.m.

The Committee were also informed that Hon'ble Supreme Court of India *vide* Office Order No.F.22/68/SCA(ii)/Vol.V. dated 2nd February, 2018, have allowed Washing Allowance at the following rates to their staff *w.e.f.* 14.12.2017.

Designation/Group	Amount (Rs.)
Officers	Rs.1750/- per month
Officials	Rs.1250/- per month
Non-clerical	Rs.1350/- per month

The issue of providing uniform to all employees was also raised by the representatives of Associations of both the Secretariats during discussions with Chairperson of the Committee held *w.e.f.* 8th to 10th May, 2018 and on 14th May, 2018.

The Committee were apprised that while the Lok Sabha Secretariat provides uniform biannually with the next lot due in 2018, the Rajya Sabha Secretariat make reimbursement to the entitled categories of employees separately for summer and winter uniforms viz. twice a year. The average annual expenditure per person incurred by the Lok Sabha Secretariat on uniform, shoes/sandals and other livery items including stitching charges in respect of the entitled category of employees during the year 2015-16 ranges from Rs. 5,385 to Rs. 19,940, whereas the annual reimbursement made by the Rajya Sabha Secretariat on this count during the year 2018 ranges from Rs. 6,760 to Rs. 16,440, as per **Statements-I and II** respectively.

The Committee were apprised that the Lok Sabha Secretariat purchase cloth and other Livery items directly from manufacturers by floating tender in which firms quote most competitive/discounted price in bulk procurement, whereas in the open market, the retail prices may be higher. Similar position exists in the context of stitching charges. Further the expenditure quoted pertains to the year 2015-2016, and since then there has been hike in prices. These aspects need to be kept in view while deciding the amount of expenditure to be reimbursed.

The Committee, having examined the suggestions, considering the factors enumerated above and other related aspects, recommend that the existing practice of providing uniforms and Livery items by the Lok Sabha Secretariat be discontinued and entitled categories of employees be provided Dress Allowance by adding Rs. 10,000 to the rates for which uniform is presently provided w.e.f. 01.07.2018 and washing allowance be discontinued w.e.f. 01.07.2018. Thus, the reimbursement to the entitled category in the Lok Sabha Secretariat will range from Rs. 15,385 or say Rs. 15,000 to Rs. 29,940 or say Rs. 30,000 per annum.

Further, as the reimbursement is already being made by the Rajya Sabha Secretariat, in addition to the amount being reimbursed, Rs. 10,000 be included in the existing amount and the Washing Allowance be discontinued w.e.f. 01.07.2018. Thus, the reimbursement to the entitled category in the Rajya Sabha Secretariat will range from Rs. 16,760 or say Rs. 17,000 to Rs. 26,440 or say Rs. 26,000 per annum. The rates of Dress Allowance in both the Secretariats may go up by 25% each time Dearness Allowance rises by 50%.

The Committee desire that it should be insisted that the employees who are supplied uniforms must wear neat and clean uniform of prescribed standard when on duty and those not coming to office in uniform should be asked to go back and come to office in uniform only.

LOK SABHA SECRETARIAT

Sl.No.	Category	Male/ Female	Season	Item	No.	Periodicity (Years)	Expenditure Incurred	Annual Expenditure	Annual Stitching Charges	Annual Expenditure on Shoes/Sandals	Annual Expenditure on Socks	Annual Expenditure on other Livery Items	Total Annual Expenditure
1.	Joint Secretary and above rank Officers	Male	Summer	Safari	2	2	9000	4500	600	2400	150	1000	13790
			Winter	Suit	2	3	12000	4000	1140				
2.	Joint Secretary and above rank Officers [PSS and Reporters Service]	Male	Summer	Safari	3	2	13500	6750	900	2400	150	1000	16900
			Winter	Suit	3	3	12000	4000	1700				
3.	Joint Secretary and above rank Officers	Female	Summer	Saree	2	2	10000	5000		2400	150	3000+750 (Stitching Charges)	15050
			Winter		3	4	15000	3750					
4.	E.O. and equivalent to Director rank Officers	Male	Summer	Safari	2	2	6000	3000	600	2400	150	400	12190
			Winter	Suit	2	3	9000	4500	1140				
5.	E.O. and equivalent to Director rank Officers [PSS and Reporters Service]	Male	Summer	Safari	3	2	9000	4500	900	2400	150	600	14190
			Winter	Suit	2	3	9000	4500	1140				
6.	Additional Director to Director rank Officers	Female	Summer	Saree	2	2	10000	5000		2400	150	2250+750 (Stitching Charges)	14300
			Winter		3	4	15000	3750					
7.	DS and US and equivalent level Officers	Female	Summer	Saree	2	2	8000	4000		2400	150	2250+750 (Stitching Charges)	12550
			Winter		3	4	12000	3000					
8.	Non-Gazetted (Protocol)	Male	Summer	Safari	2	2	4800	2400	430	2400	150	330	8310
			Winter	Suit	2	3	6000	2000	600				
9.	Non-Gazetted (PSS Staff)	Male	Summer	Safari	3	2	7200	3600	645	2400	300	1940	11485
			Winter	Suit	2	3	6000	2000	600				
10.	E.O. Level and Protocol Staff	Female	Summer	Saree	2	2	6000	3000		2400	150	2250+750(Stitching Charges) (Officers)	10800 (Officers)
			Winter		3	4	9000	2250				1200+200 (Stitching Charges) (Staff)	9200 (Staff)
11.	Officers/staff of PSS	Female	Summer	Saree	3	2	12000	6000		2400	300	4240+1000 (Stitching Charges) (Officers)	19940 (Officers)
			Winter		3	2	12000	6000				2840+540 (Stitching Charges) (Staff)	18080 (Staff)
12.	Drivers	Male	Summer	Safari	3	3	4500	1500	430	2000	120	1200	7605
			Winter	Suit	3	4	6750	1680	675				
13.	Chamber Attendants/Attendants/ Library Attendants/House Keepers	Male	Summer	Safari	2	3	3000	1000	290	2000	120	400	5385
			Winter	Suit	2	4	4500	1125	450			430 (including Pagree)	5415
14.	Chamber Attendants/Attendants/ Library Attendant/House Keepers	Female	Summer	Saree	2	2	4000	2000		2000	120	1325+400 (Stitching Charges)	7845
			Winter		3	3	6000	2000					

* Including Shirt/Blazer/Neck Tie/Leather Jacket/Leather Gloves/Rain Coat/Woolen Jacket/Umbrella/Woolen Jersey.

RAJYA SABHA SECRETARIAT

Sl.No.	Category	Male /Female	Season	Item	No.	Periodicity (Years)	Amount Reimbursed (Rupees)	Annual Reimbursement (Rupees)	Shoes/Bellies	Socks	Total Annual Reimbursement (Rupees)
1.	Officers/Staff House related Duties (upto Additional Secretary)	Male	Winter	Suit	1	2	5000	2500	1600	160	7560
			Summer	Safari	2	2	6600	3300			
2.	Officers/Staff House related Duties	Female	Winter	Blazer	1	2	3500	1750	1600	160	6760
			Summer	Blazer	2	2	6500	3250			
3.	Parliament Security Service	Male	Winter	Suit	1	3	10000	3330	3200	240	11770
				Coat	1						
			Summer	Safari	3	2	10000	5000			
4.	Parliament Security Service	Female	Winter	Blazer	2	3	7000	2330	3200	240	16440
			Summer	Saree	3	2	12000	6000			
			Winter	Saree	4	3	14000	4670			
5.	Staff Car Drivers, Chamber Attendants, DRs, Reprographers	Male	Winter	Suit	1	2	5000	2500	3200	240	9240
			Summer	Safari	2	2	6600	3300			
6.	Attendants/Sanitary Attendant/Farrash/Cleaner cum helper	Male	Winter	Suit	1	2	4600	2300	3200	240	8140
			Summer	Safari	2	2	4800	2400			
7.	Attendants/Sanitary Attendant/Farrash/Cleaner cum helper	Female	Winter	Suit/Saree	3	2	4600	2300	3200	240	8140
			Summer	Suit/Saree	3	2	4800	2400			

S.NO.4

INCREASE IN TRANSPORT ALLOWANCE

The Committee note that Transport Allowance is granted to the employees to cover the expenditure involved in commuting between place of residence and place of duty. The Committee were informed that consequent upon implementation of recommendations of the Seventh Central Pay Commission, the rates of Transport Allowance have been revised w.e.f. 01.07.2017 and the orders issued by the Ministry of Finance have been adopted by both the Secretariats. Presently, the monthly rate of Transport Allowance ranges from Rs. 1350+DA to Rs. 7200+DA thereon and depends on the Level in which the employee draws the pay.

A number of suggestions were received by the Committee that Transport Allowance may be doubled / tripled / suitably enhanced as the employees have to commute during odd hours.

In view of the fact that the rates of Transport Allowance have been revised by the Government of India which have also been adopted by both the Secretariats, the Committee do not find any need to revise the rates further. Further, the Transport Allowance is fully DA indexed and, therefore, future rise in the cost of transportation has already been factored in. The Committee, therefore, do not find any justification in the demand and recommend that no special dispensation may be made in this regard.

S.NO.5

CHILDREN EDUCATION ALLOWANCE

The Committee note that at present, Rs. 2250 per month per child [max. 2 children] studying in two classes before Class I upto Class XII is being reimbursed to the employees of both the Secretariats as Children Education Allowance in terms of the orders issued by the Government of India and adopted by the respective Secretariat.

Demands were made that Children Education Allowance be enhanced and tuition fees actually paid be reimbursed without any ceiling. It was also demanded that Children Education Allowance be granted for pursuing higher studies.

The Committee note that the Third and the Fourth Parliamentary Pay Committees had also examined demands for reimbursement of Children Education Allowance on actual basis and did not find any need to revise the rates.

The Committee were also informed that both the Secretariats have schemes for grant of scholarship to the wards of non-gazetted employees for pursuing higher education in certain identified disciplines.

The Committee feel that there are no cogent reasons for acceptance of the demands/suggestions in the matter. The Committee, therefore, recommend that status quo may be maintained in the matter.

S.NO.6

REINTRODUCTION OF FAMILY PLANNING ALLOWANCE

The Committee note that based on the recommendations of the 7th Central Pay Commission, the Family Planning Allowance has been discontinued w.e.f. 01.07.2017 and the orders issued by the Ministry of Finance have been adopted by both the Secretariats.

A demand was made before the Committee that the Family Planning Allowance may be re-introduced.

The Committee were apprised that the primary reason mentioned by 7th Central Pay Commission for recommending abolition of Family Planning Allowance was that the level of awareness regarding appropriate family size had gone up among government servants. Hence, a separate allowance aimed at population control was not required.

The Committee considered the demand and feel that there is no justification in deviating from the orders adopted by both the Secretariats and status quo in the matter may be maintained.

S.NO.7 SPECIAL ALLOWANCE TO MESSENGERS DOING PHOTOCOPYING WORK

Employees from Messengers Service of the Rajya Sabha Secretariat demanded that Messengers doing reprography work may either be promoted as Reprographer Grade-II or paid Xerox Operator Allowance @ Rs. 4000-5000.

The Committee were apprised that in Rajya Sabha Secretariat, the Reprographer Service has three-grade hierarchy and appointment to the entry grade is made through departmental examination. The Committee were also apprised that most of the Reprographers are posted in Sections where bulk of photocopying work of the Secretariat is done. Attendants belonging to Messengers Service are required to do only occasional photocopying work as per the requirement of Section/ Branch where they are posted. Similar position exists in the Lok Sabha Secretariat.

The Committee note that with technological advancements and the availability of automatic photocopying machines in both the Secretariats, occasional/ sporadic photocopying has become a normal work to be handled by anyone without much specialised training.

The Committee also note that after implementation of 6th CPC recommendations in the year 2008, Government of India has moved towards Multi Tasking Staff at the bottom grade of administrative hierarchy wherein same staff are expected to be multi- skilled and do multi-activities in course of their service tenure.

After considering all aspects, the Committee find that the demand of Attendants performing occasional photocopying work for grant of Xerox Operator Allowance is devoid of merit and, therefore, do not accept it. The Committee would like both the Secretariats to move towards multi-tasking of employees, particularly at the lower rung of the hierarchy.

S.NO.8

NIGHT DUTY ALLOWANCE

Reprographers in Rajya Sabha Secretariat made a demand before the Committee to provide night duty allowance @ Rs. 300 per night.

The Committee note that the Third Parliamentary Pay Committee examined such demands and were of the view that grant of night duty allowance may continue in accordance with the Government of India orders.

The Committee further note that 7th Central Pay Commission has also examined the issue and recommended continuation of Night Duty Allowance without any change in the formula for calculating the same.

After considering all aspects, the Committee recommend that the *status quo* be maintained.

S.NO.9

INCREASE IN ALLOWANCES

Demands were made before the Committee to increase allowances by 2/3 times or be revised suitably.

The Committee note that various allowances payable are intricately linked to the pay structure recommended by the 7th Central Pay Commission. Both the Secretariats have provisionally adopted the orders of the Government of India regulating grant of various allowances.

After considering all aspects, the Committee feel that the demand relating to hike in allowances is devoid of merit and, therefore, do not accept it.

S.NO.10

RISK ALLOWANCE TO DRIVERS

A demand was received from Staff Car Drivers of the Rajya Sabha Secretariat to provide Risk Allowance.

The Committee note that the Third and Fourth Parliamentary Pay Committees considered similar demand and did not favour them as both the Secretariats have adopted the orders of the Government of India regarding grant of ex-gratia lump-sum compensation to the families who die in harness in the performance of the bonafide official duties and the coverage of Central Government Employees Group Insurance Scheme (CGEGIS).

The Committee recommend that *status quo* be maintained.

S.NO.11**REIMBURSEMENT OF TELEPHONE CALL CHARGES**

The Committee note that reimbursement of Telephone call charges is being provided to officers of and above the level of Deputy Secretary in the Lok Sabha Secretariat. While there is no ceiling for Officers of the level of Joint Secretary and above, the monthly ceiling in respect of Officers of the level of Director, Additional Director and Deputy Secretary is Rs. 1500+GST. The facility is also being extended to officers of the level of Under Secretary and below in certain cases on need/functional basis, where the monthly ceiling is Rs. 800 +GST or Rs. 600+GST. The monthly ceiling for Staff Car Drivers is Rs. 400.

The Committee note that the Ministry of Finance, Department of Expenditure *vide* OM dated 26th March, 2018 have comprehensively reviewed the existing instructions on monthly ceiling on reimbursement of telephone call charges of residential telephone/mobile phone/broadband to the officers of the Government of India, which have come into force w.e.f. 26.03.2018. The Committee also note that while the Rajya Sabha Secretariat have suitably modified the existing guidelines, the Lok Sabha Secretariat have yet to take a decision as the matter was already referred to this Committee.

A comparison of the rates of reimbursement on this count to the entitled Officers of Government of India and Rajya Sabha/Lok Sabha Secretariat is as under:

S. No.	Level of Officer(s)	Limit on reimbursement		
		GOI	RSS	LSS
1.	Secretary & equivalent	4200 p.m. + taxes	4200 p.m. + taxes	No limit
2.	Additional Secretary & equivalent	3000 p.m. + taxes	3000 p.m. + taxes	No limit
3.	Joint Secretary & equivalent	2700 p.m. + taxes	2700 p.m. + taxes	No limit
4.	Director & equivalent	2250 p.m. + taxes	2250 p.m. + taxes	1500 p.m. + GST
5.	Additional Director & equivalent	-	2250 p.m. + taxes	1500 p.m. + GST
6.	Deputy Secretary & equivalent	2250 p.m. + taxes	2250 p.m. + taxes	1500 p.m. + GST
7.	Below Deputy Secretary [on functional basis]	1200 p.m. + taxes	1200 p.m. + taxes [375 for Drivers]	800 p.m. + GST <u>or</u> 600 p.m. + GST <u>or</u> 400 p.m. for Drivers

The Committee observe that the ceiling on reimbursement in the case of Officers of the Rajya Sabha Secretariat is similar to the ceiling in the case of Officers of Government of India. However, in the case of Officers of Lok Sabha Secretariat, there is no upper ceiling in respect of Officers of the level of Joint Secretary and above, whereas in the case of Officers of the level of Director and below it is less as compared to Government of India/Rajya Sabha Secretariat.

Various demands/suggestions were received from Officers/staff of both the Secretariats *inter alia* including providing facility of Mobile/ Telephone/ Broadband/ Internet allowance along with Handset once in 3 years in view of the adoption of e-Office in Lok Sabha Secretariat, STD facility to officers of the rank of Deputy Secretary and above, provisions for Closed User Group (CUG) sim facility, reimbursement to all employees/ officials posted in Committee and House related Sections on functional grounds as per Government of India norms or at the rates higher than Government of India rates.

The Committee also observe that one of the consistent demands of the employees of the Parliament Secretariats to the previous Parliamentary Pay Committees has been for providing telephone facilities. The Committee note that various demands were made before the 3rd Parliamentary Pay Committee to extend telephone facility to other employees of the Secretariat. The Committee, however, recommended that status quo may be maintained in the matter. Demands were again made before the 4th Parliamentary Pay Committee to extend the facility to certain other employees of the Secretariat. The Committee, however, recommended that in addition to the Officers already entitled for this facility, all officers in Grade Pay of Rs. 7600 may be provided the facility of reimbursement of telephone expenditure at admissible rates.

The Committee observe that Officers of the level of Deputy Secretary and above are already being provided telephone reimbursement facility and some Under Secretary, lower level officers and Staff Car Drivers are being provided on functional basis at certain specified rates. The Committee feel that with technological advancement and increased accessibility, Telephone/mobile has become a necessity in today's life. With increased competition amongst telecom operators, mobile phones, call rates and data plans are becoming more and more affordable. Although, reimbursement of telephone facilities are restricted to the officers of the level of Deputy Secretary and equivalent, mobile numbers of concerned staff even of non-entitled officials are available to each other and are being prominently used in to remain connected. In office parlance, tele-connectivity amongst employees facilitates transmission of information/ direction and smoothens the working. The Committee find that while the Lok Sabha Secretariat has already switched over to e-file module, the Rajya Sabha Secretariat is about to do so. Both the Secretariats have already introduced Biometric Attendance System. For Aadhar enabled Biometric Attendance System and registration for NIC e-mail ID, a functional mobile number of every employee is a primary requirement. Considering the changing scenario and ever increasing digital connectivity, it would be appropriate to remove the hitherto existing barrier of entitlement to telephone facilities and provide reimbursement to the remaining employees (other than those already entitled) of both the Secretariats.

With a view to maintaining uniformity in both the Secretariats, the Committee recommend that the monthly ceiling on reimbursement of telephone call charges of residential telephone/mobile phone/broadband etc. to the officers of both the Secretariats w.e.f. 26.03.2018 may be as under:

S. No.	Level of Officer(s)	Limit on reimbursement								
1.	Secretary /Additional Secretary & equivalent/ Joint Secretary & equivalent	No limit								
2.	Director/ Additional Director/Deputy Secretary & equivalent	Rs.2250 + GST								
3.	Below Deputy Secretary [on functional basis]	<table border="1"> <thead> <tr> <th>Existing (Rs.)</th> <th>Revised (Rs.)</th> </tr> </thead> <tbody> <tr> <td>800+ GST</td> <td>1200+ GST</td> </tr> <tr> <td>600+ GST</td> <td>800+ GST</td> </tr> <tr> <td>375* or 400*</td> <td>600*</td> </tr> </tbody> </table> <p>*Staff Car Drivers</p>	Existing (Rs.)	Revised (Rs.)	800+ GST	1200+ GST	600+ GST	800+ GST	375* or 400*	600*
Existing (Rs.)	Revised (Rs.)									
800+ GST	1200+ GST									
600+ GST	800+ GST									
375* or 400*	600*									

Considering the increasing dependence on telecommunication technology, the Committee recommend payment of Rs. 300 p.m. towards telephone/mobile call charges to the remaining employees of both the Secretariats, which may come into force with effect from the date of issue of orders by the respective Secretariat.

S.NO.12 LAPTOPS/NOTEBOOKS AND SIMILAR DEVICES TO ELIGIBLE OFFICERS

The Committee note that the suggestions/demands made before the 4th Parliamentary Pay Committee (2009) to provide laptops to officers in the grade of Under Secretary and above were not accepted by the Committee as there were provision for grant of computer advance to employees of both the Secretariats.

Demands on similar lines were received by the Committee from Officers of the Secretariat to provide laptop/notebook to officers of the rank of Executive Officers and above for discharge of official work.

It was brought to the notice of the Committee that at present, laptop etc. is provided to Officers of the level of Joint Secretary and above in both the Secretariats. The Committee also note that the Ministry of Finance, Department of Expenditure have issued instructions/guidelines in the year(s) 2014, 2016 & 2018 for issue of laptops/notebooks and similar devices to officers of the rank of Deputy Secretary and above for discharge of official work. At present, the cost ceiling fixed by the Ministry is Rs. 80,000.

The Committee were informed that in addition to the Officers of the level of Deputy Secretary and above, Executive Officers and Under Secretaries use their personal computers/laptops etc. at their residence in the discharge of their official work.

The Committee, therefore, recommend that in addition to the eligible Officers, laptop/notebook or devices of similar categories with cost ceiling of Rs. 50,000 may be provided to the Officers of the rank of Executive Officer and equivalent and above for discharge of official work and suitable guidelines in the matter may be formulated keeping in view the functional requirements of both the Secretariats.

S.NO.13 BRIEF CASE/BAG TO THE EMPLOYEES IN GRADE PAY OF RS. 4200

The Committee note that certain categories of employees in both the Secretariats are entitled to reimbursement of expenditure incurred on purchase of briefcase/official bag/ladies purse subject to the category-wise ceiling. The periodicity of reimbursement is restricted to once in three years.

It was suggested that brief case/bag facility be provided to all the employees in the Grade Pay of Rs. 4200 as in the case of the Rajya Sabha Secretariat. It was also demanded that the reimbursement of expenses on briefcase/official bag/ladies purse be allowed every year.

A comparison of the rates of reimbursement on this count to the entitled Officers of Government of India and Rajya Sabha/Lok Sabha Secretariat is as under:

S. No.	Level of Officer(s) in RSS/LSS	Scale/ Grade Pay in RSS/LSS [Pre-revised]	Ceiling (Rs.)		
			GOI	RSS	LSS
1.	Secretary	Apex	10000	10000	8000
2.	Additional Secretary or equivalent	HAG	8000	8000	8000
3.	Joint Secretary or equivalent	GP 10000	6500	6500	6500
4.	Director (Security)	GP 8900	-	5000	6500
5.	Director or equivalent	GP 8700	5000	5000	6500
6.	Additional Director or equivalent	GP 8000	-	5000	5000
7.	Deputy Secretary or equivalent	GP 7600	5000	5000	5000
8.	Under Secretary or equivalent	GP 6600	4000	4000	4000
9.	Executive Officer or equivalent	GP 5400	4000	4000	4000
10.	Senior Executive Assistant or equivalent	GP 4800	4000	4000	3500
11.	Executive Assistant or equivalent	GP 4600	3500	3500	3500
12.	Senior Secretariat Assistant or equivalent	GP 4200	3500	3500	-

The Committee note that in the case of Secretary & Senior Executive Assistant or equivalent, the ceiling in the Lok Sabha Secretariat is less as compared to Government of India and the Rajya Sabha Secretariat, whereas in the case of Director & Director (Security), it is more. It is also observed that the officials of the Lok Sabha Secretariat in Grade Pay of Rs. 4200 do not get reimbursement, which is available to those in Government of India and the Rajya Sabha Secretariat.

The Committee further note that while the ceiling in the case of Additional Secretaries is Rs. 8000, for Joint Secretaries, it is Rs. 6500 and for Directors, it is Rs. 6500 in the Lok Sabha Secretariat and Rs. 5000 in the Rajya Sabha Secretariat. The Committee have separately recommended differential rates of reimbursement of expenses on newspapers/magazines for Additional Secretaries, Joint Secretaries and Directors. The Committee are, therefore, of the view that the ceiling in the case of Joint Secretaries may be higher as compared to Directors. This necessitates higher ceiling for Additional Secretaries. **The Committee, therefore, recommend that the ceiling in respect of Directors may continue to be Rs. 6500, in respect of Additional Secretaries and Joint Secretaries it may be increased from Rs. 8000 to Rs. 9000 and from 6500 to Rs. 8000 respectively.**

The Committee also note that in the Government of India, the facility is linked to the Scale/Grade Pay, whereas in both the Secretariats, it is linked to the post held by the employee. The Committee feel that linking this facility to the Scale/Grade Pay of the person is a better proportion and needs to be given weightage. The Committee are also of the considered view that as far as the facilities are concerned, there should be uniformity in both the Secretariats.

The Committee, therefore, recommend that in addition to the officers/staff already entitled to the reimbursement of expenditure incurred on purchase of briefcase/ bag/ladies purse, the facility may also be extended to the employees of Lok Sabha Secretariat in the Grade Pay of Rs. 4200. Further, with a view to having uniformity with regard to ceiling also, the reimbursement of expenses in respect of employees of both the Secretariats may be linked to Grade Pay/Level in the Pay Matrix as under :

S. No.	Scale/ Grade Pay/Level in the Pay Matrix	Ceiling (Rs.)
1.	Apex [L-17]	10000
2.	HAG/HAG+ [L- 15& L-16]	9000
3.	GP 10000 [L-14]	8000
4.	GP 8700 & GP 8900 [L-13 & L-13A]	6500
5.	GP 7600 [L-12] & GP 8000	5000
6.	GP 4800 to GP 6600 [L- 8 to L-11]	4000
7.	GP 4200 & GP 4600 [L- 6 & L-7]	3500

The Committee do not find any justification of the suggestion that the reimbursement on this count be allowed every year and recommend that status quo be maintained with regard to the periodicity.

In the case of reimbursement of expenses on newspapers/magazines, the Committee have recommended that a Certificate indicating the amount of expenditure incurred may be obtained from the Officers/officials concerned. The Committee are of the view that a Certificate on the similar lines be obtained in the case of reimbursement of expenses on briefcase/ bag/ladies purse and the practice of obtaining cash memo(es) be dispensed with.

S.NO.14

IMPROVEMENT IN MEDICAL FACILITIES

Demands were received from a large number of employees of both the Secretariats with regard to improvement in medical facilities, which *inter alia* included cashless facilities from hospitals empanelled under CGHS as admissible to the employees of the Ministry of Health & Family Welfare, separate empanelment of Hospitals/Diagnostic Centres in Delhi/NCR exclusively for the employees of both the Secretariats and their dependent family members with provisions for credit facility, formulation of independent medical policy on the lines of Reserve Bank of India, GAIL etc., extending the medical facilities for employees and their dependent family members at the Medical Centres located at Parliament House/Parliament House Annexe, opening of CGHS dispensary in Parliament House Complex, extension of scope of Compulsory Health Check-up Scheme (CHCS) to all employees of Lok Sabha Secretariat and inclusion of dependent family members in the Scheme, removal of 10 days limit for medical attendance from Authorized Medical Attendant (AMA), introduction of a well-structured health insurance scheme for serving and retired employees.

These demands are discussed in the succeeding paragraphs.

- (a) **Cashless facilities from hospitals empanelled under CGHS/separate empanelment of Hospitals/Diagnostic Centres in Delhi/NCR by the Secretariats of Parliament/formulation of independent medical policy on the lines of Reserve Bank of India, GAIL etc.**

The Committee note that private hospitals have been empanelled in various CGHS covered cities to provide healthcare facilities to CGHS beneficiaries. Empanelment of the private hospitals is done under a contractual agreement between the Government of India and the private hospital on mutually agreed terms and conditions. Inspection/suspension/revocation of suspension of empanelled hospitals and other related issues are undertaken by the Ministry of Health & Family Welfare.

The hospitals empanelled under CGHS, provide credit facility *inter alia* to Members of Parliament, pensioners of Central Government drawing pension from central estimates, Ex-Members of Parliament, serving CGHS employees and serving employees of Ministry of Health & Family and their dependent family members. In case of sitting Members of Parliament, the Hospitals submit the Bill(s) directly to the Rajya Sabha Secretariat/Lok Sabha Secretariat and reimbursement is made by the respective Secretariat. In case of emergencies, empanelled hospitals provide credit facilities to serving CGHS beneficiaries on production of valid CGHS card.

The Committee note that the medical facilities in respect of employees of both the Secretariats are being provided as per the orders issued by the Ministry of Health and Family Welfare regarding Central Government Health Scheme (CGHS) and Central Services (Medical Attendance) Rules, 1944, as amended and adopted by both the Secretariats.

The Committee were apprised that at present, cashless CGHS facilities are not available to serving employees of the Parliament Secretariats. It was demanded that the employees of both the Secretariats be provided cashless facilities from hospitals recognized under CGHS as admissible to the employees of the Ministry of Health & Family Welfare. It was also demanded that Hospitals/Diagnostic Centres in Delhi/NCR be empanelled exclusively for the employees of both the Secretariats and their dependent family members with provisions for credit facility.

The Committee note that the third and the fourth Parliamentary Pay Committees did not agree for introduction of a new scheme of cashless medical facilities instead of CGHS.

The Committee were apprised that the Ministry of Health and Family Welfare have recently simplified the procedure for CGHS beneficiaries to undertake treatment at private hospitals empanelled under CGHS whereby all CGHS beneficiaries in all CGHS cities can seek OPD consultation from Specialists at Private Hospitals empanelled under CGHS after being referred by any Medical Officer/CMO of CGHS Wellness Centre. The Orders issued in this regard have been adopted by both the Secretariats. In the opinion of the Committee, this will take care of the demand for separate empanelment of Hospitals/Diagnostic Centres in Delhi/NCR by the Secretariats of Parliament.

The Committee also feel that it may not be appropriate to have an independent medical policy as CGHS is providing comprehensive medical care to its beneficiaries. The Committee, therefore, find that there is no ground for making any departure from the existing rules, which have been adopted by both the Secretariats.

The Committee, however, recommend that the Ministry of Health & Family Welfare should modify their instructions and include a specific provision for providing credit facilities by the Hospitals empanelled under CGHS to the employees of both the Secretariats. The reimbursement may be made directly to the empanelled hospitals by the respective Secretariat as in the case of Members of Parliament.

(b) Medical facilities at medical centres Parliament House/Parliament House Annexe opening of CGHS dispensary in Parliament House Complex.

The Committee note that the Medical Centres at Parliament House/Parliament House Annexe are primarily meant for Members of Parliament. The medical facilities at these Centres are open for the employees of both the Secretariats only during emergencies.

It was demanded by employees of both the Secretariats that the medical facilities available at these Medical Centres be extended to them and their dependent family members.

The Committee note that while the Second Parliamentary Pay Committee rejected this suggestion due to space constraints and restricted facilities, the Third Parliamentary Pay Committee recommended that medical facilities for employees in PH/PHA in emergency be continued. The Fourth Parliamentary Pay Committee did not favour opening of CGHS dispensary in Parliament House Complex.

The Committee feel that the present CGHS infrastructure within the Parliament House Complex will not be able to cater to the requirements of the staff and families of the employees of the two Secretariats, if the facilities are thrown open for them. Also, there is an acute space crunch in the Parliament House Complex and, therefore, opening up of employee-specific CGHS facility here is not a viable option.

Considering that CGHS facilities in the Parliament House Complex are already available to the employees of the two Secretariats during emergencies and there is an acute space crunch in the Parliament House Complex, the Committee do not accept the demands for extending the CGHS facilities existing within the precincts of the Parliament complex for the employees and their dependants or opening up of CGHS facility for staff within the Parliament House Complex. The Committee, therefore, recommend that status-quo in the matter be maintained.

The Committee, however, feel that there is an urgent need to strengthen the infrastructure and facility in the Medical Centres in the Parliament House Complex. The Committee, therefore, recommend that the both the Medical Centres should have latest equipments with professionally qualified and experienced staff. In case, there are some financial constraints, the expenditure for updating infrastructure and facilities could be met out of the Budget of Lok Sabha and the House Committee/ Budget Committee of the Lok Sabha should also take note of this aspect.

(c) *Inclusion of dependent family members under Compulsory Health Check-up Scheme (CHCS)*

The Committee note that the Third Parliamentary Pay Committee had recommended for an optional medical check-up facility for employees of the two Secretariats, once in two years, after completion of 40 years of age.

The Committee were apprised that a Voluntary Health Check-up Scheme (VHCS) is operational in the Rajya Sabha Secretariat w.e.f. 01.07.2009, under which periodic health check-up facility is available to the employees in certain notified hospitals in Delhi and NCR area. For the Officers and employees between the age of 40-50 years, the facilities under the Scheme are available on biennial basis and for those above the age of 50 years, the facilities are available annually.

Similarly, a Compulsory Health Check-up Scheme for employees of the Lok Sabha Secretariat was introduced w.e.f. 08.02.2013 whereby certain hospitals/diagnostic centres empanelled under CGHS and located in Delhi and NCR area have been identified from where all regular employees of the age of 40 years and above can avail the benefit of identified tests in a year.

While no demand was received from the employees of the Rajya Sabha Secretariat with regard to Voluntary Health Check-up Scheme, the employees of Lok Sabha Secretariat demanded extension of the Scheme to all employees and also inclusion of dependent family members under Compulsory Health Check-up Scheme (CHCS).

The Committee note that a Preventive Health Check-up Scheme is in operation at certain identified CGHS Wellness Centres in Delhi w.e.f. 01.01.2012, which covers all CGHS beneficiaries (serving/ pensioners and their dependent family members) above the age of 40 years. The Committee, thus, find that an alternative is available to the dependent family members above 40 years to undergo Preventive Health Check-up Scheme at identified CGHS Wellness Centres in Delhi. The Committee, therefore, do not consider it necessary to include dependent family members under Compulsory Health Check-up Scheme of the Lok Sabha Secretariat. The Committee also do not find any justification for extension of the Scheme to the employees below 40 years of age.

The Committee note that under Compulsory Health Check-up Scheme of the Lok Sabha Secretariat all regular employees of the age of 40 years and above can avail the benefit of identified tests annually, whereas under Voluntary Health Check-up Scheme of the Rajya Sabha Secretariat, the facilities are available on biennial basis in respect of employees between the age of 40-50 years and for those above the age of 50 years, the facilities are available annually.

The Committee expect that the Rajya Sabha Secretariat may also consider providing the facilities under their Scheme to all employees above 40 years of age annually on the lines of the Scheme of the Lok Sabha Secretariat. The Committee also recommend expansion of the Schemes of both the Secretariats so as to include more reputed hospitals as well as addition of more tests keeping in view the importance of diagnosis of chronic health problems at the preventive level.

(d) Removal of 10 days limit for medical attendance from Authorized Medical Attendant (AMA)/extension of cashless AMA facility.

The Committee were informed that the Central Services (Medical Attendance) Rules, 1944, as amended, have been adopted by both the Secretariats.

As the demands are not covered under above rules and the orders adopted by the Secretariat, the Committee consider the demands to be impracticable and therefore, do not accept the same.

(e) **Introduction of a well-structured health insurance scheme for serving and retired employees**

The Committee note that the Seventh Central Pay Commission has strongly recommended introduction of health insurance scheme for Central Government employees and pensioners. The orders regarding implementation of this recommendation are yet to be issued by the Ministry of Health and Family Welfare.

The Committee feel that the issuance of orders of the Ministry of Health and Family Welfare in the matter may be awaited.

S.NO.15 OPENING OF FITNESS CENTRE/MEDITATION CENTRE/DEDICATED YOGA HALL/GYM/ SPORTS COMPLEX IN PARLIAMENT HOUSE COMPLEX OR LIFE TIME MEMBERSHIP OF DDA SPORTS COMPLEX/APPROVED HEALTH/FITNESS CENTRE ON GOVERNMENT EXPENDITURE

Demands were received from the employees of both the Secretariats for opening of fitness centre/meditation centre/dedicated yoga hall/gym/ sports complex in Parliament House Complex or providing life time membership of DDA sports complex/approved health/fitness centre on government expenditure

The Committee note that a small Gym, having limited number of equipments/machines, opened for the employees of the Lok Sabha Secretariat in the basement of Parliament House in 2007 is presently non- functional. The Committee also note that the Rajya Sabha Secretariat is organizing yoga classes for its employees at regular intervals in the Auditorium, PHA for the last two years.

The Committee observe that meditation/yoga is a necessity as it reduces stress, controls anxiety and enhances self-awareness. Further, improvement in the working conditions of the employees leads to efficiency and high morale amongst them. The work profile of employees in Parliament Secretariats, is basically sedentary in nature and very seldom requires any field assignment. This enhances the risk of various ailments amongst the employees. The Committee, therefore, feel that in order to improve the health and well-being of the employees, the facilities like meditation centre/ yoga hall/gym etc. demanded by the employees of both the Secretariats are essential and need to be given priority.

The Committee, therefore, recommend that the Gym functioning in the basement of Parliament House be shifted and made as an indoor/ open air gym, upgraded with latest machines/equipments and utilized by the employees of both the Secretariats with a separate time slot fixed for women employees under a woman Instructor. Simultaneously, adequate space may be identified in the Parliament House Complex for meditation/yoga and these facilities may be made operational during non-office hours say 7 a.m. to 10 a.m. and from 6 p.m. to 9 p.m. so that there is no dislocation of work on this count during office hours.

The Committee do not find it necessary to provide life time membership of DDA Sports Complex/approved health or fitness centre to the employees on government expenditure as the membership is heavily subsidized for government employees and can be availed by the employees of both the Secretariats also. Further, the employees also have the option to use the Gym facility available in the parks maintained by Municipal Corporation in their neighbourhood.

The Committee note that the First Parliamentary Pay Committee had recommended that the children of the Officers and staff of the Secretariats should be allowed admission in the Central Schools on the basis of certificates issued by the Secretariats.

The Committee further note that a demand for reservation of seats for admission of the children of Officers/staff of both the Secretariats in Kendriya Vidyalayas was also made before the 2nd Parliamentary Pay Committee. At the suggestion of the Committee, the Chairman had written to the then Minister of Human Resource Development for consideration of this demand by the Government. It was informed that according to the admission policy followed by the Kendriya Vidyalayas, first priority is given to children of transferable employees and the claims of children of other category of employees were considered thereafter. Since, the Ministry was not in favour of providing any reservation for the children of employees of Lok Sabha and Rajya Sabha Secretariats in the matter, the Committee, did not consider that any useful purpose would be served by pursuing this proposal further.

Suggestions were received by the Committee that instead of providing reservation exclusively for the wards of the employees of Parliament Secretariats, they may be granted priority in admission in Kendriya Vidyalayas, at par with the wards of non-transferrable Central Government employees.

The Committee note that as per the Guidelines for Admission in Kendriya Vidyalayas issued in supersession of earlier guidelines and applicable w.e.f. the academic session 2017-18, a Central Government employee has been defined as an employee who draws his emoluments from the Consolidated Fund of India. The guidelines also provide priority in admission to children of non-transferable Central Government employees.

The Committee were informed that the services of the employees of both the Secretariats are non-transferable and they work in New Delhi throughout their career. The Committee also observe that they also draw their salary from the Consolidated Fund of India and, thus, meet the requirement of the above guidelines. The Committee were also apprised that the First Parliamentary Pay Committee had *inter alia* recommended that the position and status of the Officers of various categories in the Secretariats should be the same as those of Officers in the corresponding scales of pay in the Government of India.

The Committee, therefore, find justification in the demand of the employees of both the Secretariats that their wards may be granted priority in admission in Kendriya Vidyalayas, at par with the wards of non-transferrable Central Government employees and recommend that both the Secretariats should jointly take up the matter with Kendriya Vidyalaya Sangathan so as to facilitate the admission of the wards of the employees of the respective Secretariat.

S.NO.17 **AGE RELAXATION TO EMPLOYEES OF PARLIAMENT SECRETARIATS IN
RESPECT OF EXAMINATIONS CONDUCTED BY STAFF SELECTION
COMMISSION/UNION PUBLIC SERVICE COMMISSION**

A suggestion was received by the Committee that age relaxation be provided to employees of both the Secretariats by Staff Selection Commission (SSC)/Union Public Service Commission (UPSC) in respect of examinations conducted by them.

The Committee were informed that the Central Government Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date for receipt of application are granted relaxation in upper age limit by SSC/UPSC in respect of examinations conducted by them. The Committee were also informed that the relaxation in upper age limit is granted to the employees of Government of India for various categories of posts in respect of open competitive examinations conducted by both the Secretariats. However, similar reciprocal treatment is not meted to the employees of Parliament Secretariats and no weightage or age relaxation is given to their employees for the service rendered in Parliament Secretariats.

The Committee note that prior to 2005, the employees of both the Secretariats used to be granted relaxation in upper age limit by the Government of India in respect of open competitive examinations conducted SSC/UPSC. The Committee were apprised that in response to a clarification sought by SSC in July, 2006, the Lok Sabha Secretariat had requested them to grant age relaxation to the employees of the Secretariat on the grounds that relaxation in upper age limit is granted to the employees of Government of India for various categories of posts in respect of open competitive examinations conducted by the Secretariat.

The Committee were also apprised that in response to another communication from SSC seeking confirmation whether the employees of the Lok Sabha/Rajya Sabha Secretariat are covered under the Central Civil Services (Classification, Control & Appeal) Rules, 1965 and the Central Civil Services (Conduct) Rules as applicable in case of Central Government employees, the Lok Sabha Secretariat had in October, 2006 informed SSC that Central Civil Services (Classification, Control & Appeal) Rules, 1965 were adopted for their application to the employees of the Lok Sabha Secretariat with certain modifications and also that the employees of the Secretariat are governed by the Lok Sabha Secretariat (Conduct) Rules, 1955, as amended.

It was also brought to the notice of the Committee that in the year 2011, DOPT had informed the Secretariat that as per existing rules, a Central Government employee is an individual who is appointed by or on behalf of the President of India and whose pension is debitable to the Consolidated Fund of India.

The Committee note that in exercise of the powers conferred by Article 98(3) of the Constitution, the Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1955 were framed and promulgated by the President after consultation with the Speaker on 1st October, 1955. Similarly, the Rajya Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1957 were framed and promulgated by the President in consultation with the Chairman on 15th March, 1957.

The Committee were apprised that Parliament has not so far enacted any law for regulating the recruitment, and the conditions of service of the secretarial staff of either House by invoking provisions contained in Article 98(2). Accordingly, Officers and staff of the Secretariats continue to be governed by the aforesaid Rules framed under Article 98(3) of the Constitution of India. The powers conferred on the Chairman and the Speaker by these Rules are exercised by them through Recruitment and Conditions of Service orders issued from time to time.

The Committee were also apprised that the expenditure incurred in respect of salaries and allowances of, and amenities to the employees of the Secretariats is met from the Consolidated Fund of India.

The Committee, thus, observe that the Rajya Sabha/Lok Sabha Secretariats - the Legislative Wing of the State - are separate body (ies) which function under the administrative control of the Chairman, Rajya Sabha/Speaker, Lok Sabha and the independent position of the Secretariat has also been safeguarded both under the Constitution and the Rajya Sabha/Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1957/1955.

The Committee feel that since the employees of the Rajya Sabha/Lok Sabha Secretariat are appointed by Chairman, Rajya Sabha/Speaker, Lok Sabha under the rules framed under Article 98(3) of the Constitution, as per the powers delegated by the President of India and their pension are both charged and debitable to the Consolidated Fund of India, they should be entitled to the facility admissible to the Central Government Civilian Employees even though they are not Central Government employee per-se.

The Committee feel that any discrimination in terms of facilities and opportunities against the employees of the Parliament Secretariats for the sole reason of their not being under the Executive control, is unwarranted. The Committee firmly believe that in the Parliamentary form of Government, as provided in the Constitution of India, services rendered by employees of Parliament Secretariats in the functioning of Legislature cannot be relegated to any inferior position vis-à-vis the Executive.

While appreciating the fact that the relaxation in upper age limit is granted to the employees of Government of India for various categories of posts in respect of open competitive examinations conducted by both the Secretariats, the Committee are of the considered view that the employees of the Rajya Sabha/Lok Sabha Secretariat should be provided the benefit of age relaxation in open examinations conducted by Staff Selection Commission and Union Public Service Commission. The Committee, therefore, recommend that the matter be taken up with the respective organization at the highest level.

The Committee note that the Civil Services Officers' Institute (CSOI) is a registered body and has been set up to provide welfare, recreational and entertainment activities/services to the officers of the All India Services and the Central Government and their families. The eligibility for membership of the Institute include (a) all serving and retired officers of the grade of Deputy Secretary and above to the Government of India from All India Services i.e. IAS, IPS & Indian Forest Service, (b) Group 'A' officers of equivalent status serving under the Central Government and (c) those on deputation to PSUs and Autonomous Institutions which are located in Delhi and its Satellite Towns.

The Committee also note that various facilities available in CSOI include Health Club & Beauty Salon, Library, Gymnasium, Indoor Sports, Party Banquets, etc. The infrastructural cost in setting up of CSOI was borne by the Government from Consolidated Fund of India and Department of Personnel and Training exercises administrative control over it.

The Committee were informed that at present the membership of CSIO is not open to the officers of the Parliament Secretariats. Therefore, a demand was made before the Committee by Officers in Level 8 and above of both the Secretariats that they may be considered eligible for membership of the Civil Services Officers' Institute (CSOI).

The Committee were also informed that the employees of the Parliament Secretariats were not allowed membership of the Residents Welfare Associations (RWAs) prior to 2013. In the year 2014, the model Constitution for Residents Welfare Associations was amended by the Government and the employees of the Parliament Secretariats were made eligible for the regular membership of the RWAs.

The Committee are of the opinion that recreational and entertainment activities/services are of prime importance for the overall development of an individual. The employees of Parliament Secretariats being stationed in Delhi throughout their service span also deserve to be provided with facility of recreational club at par with the Officers of the Government of India of corresponding level. In the opinion of the Committee, creating a parallel infrastructure like CSOI for Parliament employees may result in unnecessary spending from Consolidated Fund of India and, thus, may not be appropriate.

The Committee, therefore, recommend that serving and retired Officers of the level of Deputy Secretary and above of both the Secretariats be allowed membership of Civil Services Officers' Institute (CSOI) for which the matter be taken up with Department of Personnel and Training at the highest level.

**S.NO.19 MEMBERSHIP OF PARLIAMENT LIBRARY TO EXECUTIVE OFFICERS
AND EQUIVALENT**

The Committee note that the Parliament Library is intended for the exclusive use of Members of Parliament and Officers of both the Secretariats. However, with a view to facilitating optimum use of collection, the Library is also open to media persons, bona fide Research Scholars from India and abroad, Officers of the Government of India, State Governments, Public Undertakings and Statutory Bodies.

The Committee further note that at present, the membership of the Library is extended only to the Officers of the level of Under Secretary and equivalent (GP Rs 6600) and above.

Various demands were received by the Committee for extension of Membership of Parliament Library to Officers in the grade of Executive Officer and equivalent. (GP Rs. 5400).

The Committee were apprised that presently Officers of the level of Under Secretary/ Executive Officer man various Branches in the Secretariat, including Department-related Committees and House Committees.

The Committee feel that access to the rich infrastructure and variety of resources available in Parliament Library could bring more value addition and enhancement of skills to the employees of both the Secretariats.

The Committee, therefore, find justification in the demand and recommend that the desirability of extending membership of Parliament Library to Officers in the rank of Executive Officers and its equivalent be examined on priority.

S.NO.20

MEMBERSHIP OF THE BRITISH COUNCIL LIBRARY, NEW DELHI

A suggestion was received for provision of institutional membership of the British Council Library, New Delhi to the officers of the Simultaneous Interpretation Service of Rajya Sabha Secretariat on the grounds that this will aid professional requirements for knowledge enhancement, research and interpretation skill.

The Committee note that the British Council Library in New Delhi is working under the aegis of the British Council Division, British High Commission.

The Committee further note that at present, the membership of Parliament Library is available to Interpreters in Grade Pay of Rs. 6600 and above. The Committee, have separately recommended extending membership of Parliament Library to Officers in Grade Pay of Rs. 5400 including Interpreters.

The Committee, thus, find that adequate infrastructural facility is already available to the Officers of the Secretariat, including that of Simultaneous Interpretation Service. The Committee, therefore, do not favour the demand.

Suggestions were received to amend the Lok Sabha Secretariat (Allotment of Residences) Rules, 1974 so as to provide that the priority date in respect of lower type of accommodation i.e. Type-I to Type-IV may be the date on which the officer starts drawing the pay that makes him eligible for allotment of that type of quarter and not the date of joining the service in the Lok Sabha Secretariat. Suggestions were also received to provide lease based accommodation on the lines of PSUs/Autonomous bodies and employees be given the option to choose any one facility viz. Quarter/HRA/Lease. These suggestions are discussed in the succeeding paragraphs.

(a) Priority date

The Committee were informed that the Lok Sabha Secretariat have got a separate pool of accommodation namely "Lok Sabha Secretariat Residential Pool" and the allotment of quarters is regulated by the Lok Sabha Secretariat (Allotment of Residences) Rules, 1974 made by Speaker under Rule 45 of Fundamental Rules, which came into force w.e.f. 01.05.1974. Rule 2(j) of the Rules, *ibid*, which have been amended from time to time, reads as under:

"..... "Priority date" in respect of lower type of accommodation i.e. Type-I to Type-IV shall be the date of joining the service in Lok Sabha Secretariat and for the higher type, the date on which the officer starts drawing the relevant pay in the level of the relevant pay matrix in Lok Sabha Secretariat."

The justification given for the proposed amendment is that the existing provisions are in particular disadvantageous to the direct recruits at any level as they are superseded by their juniors who have overall longer years of service in lower grades. It has also been pointed out that in the Rajya Sabha Secretariat, the eligibility of the employee for any type of quarter is counted from the date he/she draws the pay that makes him/her eligible for allotment of that type of quarter.

The Committee were informed that the entitlement of various types of accommodation under the Lok Sabha Secretariat (Allotment of Residences) Rules, 1974 is in accordance with the Allotment of Government Residences (General Pool in Delhi) Rules, 1963 issued by the Government of India, Ministry of Urban Development, Directorate of Estates, from time to time. The deduction of Licence fee from the allottee and the rates of damages for various types of accommodation are as per the orders issued by the Directorate of Estates from time to time and adopted by the Secretariat.

The Committee were also informed that as per the Allotment of Government Residences (General Pool in Delhi) Rules, 1963, issued by the Directorate of Estates, the date of priority in respect of Type-I to Type-IV accommodation is determined on the basis of the date of joining of the employee in the Central Government service and the eligibility for the higher type of accommodation i.e. Type-V and above is decided as per the level of the applicant in the pay matrix.

The Committee, thus, find that the provisions with regard to priority date for Type-I to Type-IV accommodation in the Lok Sabha Secretariat (Allotment of Residences) Rules, 1974, as amended are in agreement with the Allotment of Government Residences (General Pool in Delhi) Rules, 1963, as amended although the position in the Rajya Sabha Secretariat is different.

In this regard, the Committee were informed that the Rajya Sabha Secretariat have recently amended its allotment of accommodation guidelines, whereby for any type of quarter, the eligibility of the employee is counted from the date he/she draws the pay that makes him/her eligible for allotment of that type of quarter and one of the primary reasons necessitating such amendment was that in the in-situ scheme of promotion existing in the Secretariat, all concerned benefits including post, designation and pay scale are given to the beneficiaries which resulted in an anomalous situation whereby junior officials were placed in the higher priority vis-a-vis their seniors. The Committee were also informed that no demand has been received from the employees of the Rajya Sabha Secretariat to revert back to old system of determination of date of priority w.e.f. the date of joining. **The Committee, thus, find that the situation in both the Secretariats is different and the same yardstick can not be applied.**

The Committee also note that the Third Parliamentary Pay Committee had *inter alia* recommended that allotment of quarters be strictly done on the basis of the rules/orders on the subject. **The Committee, therefore, do not find any justification for amendment to the Rules as far as the determination of priority date is concerned and recommend that status quo be maintained.**

(b) Lease based accommodation

Considering the arduous nature of duties performed by the employees particularly during session periods, the Committee feel that it would be in the best interest of the employees if the accommodation is provided in the vicinity of the office.

The Committee were informed that the Union Cabinet had already approved the redevelopment of seven General Pool Residential Accommodation (GPRA) colonies, i.e., Sarojini Nagar, Netaji Nagar, Nauroji Nagar through National Buildings Construction Corporation Limited (NBCC) and Kasturba Nagar, Thyagraj Nagar, Srinivaspuri and Mohammadpur through Central Public Works Department (CPWD) to replace the existing housing stock of 12,970 dwelling units of Type I to IV with approx., 25,667 dwelling units of Type II to VI with supporting social infrastructure facilities. The redevelopment work has already been initiated at these sites.

The Committee, therefore, recommend that in the first instance, the Directorate of Estates be requested to increase the share of quarters allotted to Lok Sabha Pool and Rajya Sabha Pool from General Pool from the redeveloped GPRA and thereafter, the desirability of introducing 'lease based accommodation' be examined.

S.NO.22

TRANSPORT FACILITY

The Committee note that the Third Parliamentary Pay Committee in its 2nd Report (2001) considered the suggestions for providing transport facility to employees who are required to sit very late and were of the view that after grant of transport allowance the same is not permissible. However, the Committee recommended that in order to meet the functional requirements, employees who stay beyond 2200 hrs. may continue to be provided transport subject to availability of vehicles.

The Committee also note that the Fourth Parliamentary Pay Committee in its report (2009) considered the suggestions for providing transport facility to employees working beyond 2000 hrs. residing in Delhi/NCR and recommended that the suggestions might be looked into administratively.

It was suggested that Transport Facility be made available to female employees working beyond 2000 hrs and to male employees working beyond 2100 hrs. during Session as well as inter-session period. It was also demanded that women employees be provided Transport Facility for NCR also.

The Committee considered the suggestions and took note of the existing provisions/practice in both the Secretariats. The Committee note that during session period, while the Lok Sabha Secretariat provides transport facility to the female employees after 2000 hrs and male employees after 2200 hrs., the Rajya Sabha Secretariat provides this facility to the male employees after 2200 hrs. In respect of employees residing in NCR Region, both the Secretariats provide this facility to the point nearest to the border.

The Committee do not find any justification for dropping employees residing at NCR at the outskirts of Delhi at a time when no transport is available. **The Committee are of the view that the very purpose of providing transport facility is defeated if the employees are not dropped at the place of their residence.**

The Committee also feel that the existing arrangements are inadequate to take care of the transport requirements of employees who are required to sit late and need to be augmented especially during session period. **The Committee, therefore, feel that there is an urgent need to increase the fleet of vehicles as well as their frequency so as to enable the employees to reach residence timely.**

The Committee, therefore, recommend that both the Secretariats should review the policy of providing transport facility especially during the session period. The desirability of extending the transport facility especially to the female employees working beyond 2000 hours during inter-session period may also be explored. The Committee also recommend that the facility be extended to the employees residing in Gurugram, Noida, Faridabad and Ghaziabad. Alternatively, the facility of Rest Room with necessary infrastructure and adequate facilities separately for male and female employees be provided in the Parliament House Complex.

S.NO.23

HIGHER QUALIFICATIONS INCENTIVE

A demand was made to grant higher qualifications incentive as per the recommendations of the 7th Central Pay Commission.

The Committee note that in terms of Office Memorandum dated 09.04.1999, issued by the Government of India, Department of Personnel & Training, a lump-sum one-time incentive ranging from Rs. 2,000 to Rs. 10,000 is provided to the Government servants on obtaining higher qualifications like Ph.D. or equivalent etc. that are directly relevant to the employee's job. The Committee were apprised that the orders contained in the said Office Memorandum have not been adopted by the Secretariat. The Committee were also apprised that the 7th Central Pay Commission have recommended revision of incentive ranging from Rs. 10,000 to Rs. 30,000.

The Committee note that the Third Parliamentary Pay Committee (2001) did not accept the demand that persons possessing higher educational qualifications be granted additional increments as special incentive. The Fourth Parliamentary Pay Committee (2009) also did not accept the suggestions for grant of special increments to employees with higher qualifications viz. M.Phil or Ph. D, as it would create anomalies in the pay of employees.

The Committee, however, feel that the situation has now changed and for improving the quality and efficiency of Parliamentary Service, it is imperative that the employees should enhance their qualifications that are directly relevant to their job. **The Committee, therefore, recommend that such employees should be suitably incentivized and for the purpose, a Committee comprising at least three senior Officers of the Secretariat be constituted to formulate the guidelines which may *inter-alia* include determination of quantum of incentive, identification of courses, stepping up of pay, and date of effect etc.**

S.NO.24

FLEXI-HOURS FOR EMPLOYEES

The Committee note that flexitime allows the employees to adjust their arrival and departure time. It also allows the employees to effectively meet their family commitments especially working mothers with young children or aged parents.

Suggestions were made before the Committee for introducing flexi-hours and work from home facility for women employees.

The Committee note that the suggestions for flexi-hours for employees were not accepted by the Fourth Parliamentary Pay Committee (2009).

The Committee were informed that the functioning the Secretariats of Parliament requires physical presence of the employees especially when the Parliament is in session. The Committee were also apprised that the biometric attendance system has recently been introduced in both the Secretariats.

The Committee are of the view that any proposal which directly or indirectly affects the functioning of both the Secretariats may not be accepted. The Committee, therefore, do not favour the concept of flexi-hours in the Secretariats of Parliament.

S.NO.25 CRÈCHE FACILITY AND COMMON ROOM FOR WOMEN EMPLOYEES

Demands were received by the Committee for provision of crèche facility for children of the employees of the Rajya Sabha Secretariat and for setting up of a Common room for women employees of the Secretariat with facilities like hotcase and refrigerator, etc.

The Committee note that as per Section 11A(1) of the Maternity Benefit (Amendment) Act, 2017, every establishment having 50 or more employees, has to provide the facility of crèche within such distance as per prescribed rules, either separately or along with common facilities.

The Committee were apprised that the Lok Sabha Secretariat have recently operationalized a crèche for the wards of their employees, which is designed to accommodate children in the age group of 1-10 years. Further, various other organizations, viz. Supreme Court of India, Ministry of Railways etc. are also providing crèche facilities for the wards of their employees.

The Committee strongly recommend Rajya Sabha Secretariat to provide crèche facility to the wards of its employees on priority. The Committee would also like Lok Sabha Secretariat to, as far as possible, extend the crèche facilities to the wards of the employees of the Rajya Sabha Secretariat till such arrangements are made. The Committee also favour the demand for setting up of a Common room for the lady officials of the Rajya Sabha Secretariat with necessary infrastructure, as already available to the female employees of the Lok Sabha Secretariat.

**S.NO.26 FACILITY OF PARLIAMENT GUEST HOUSE AT MAJOR TOURIST PLACES/
METRO CITIES**

A large number of demands were received by the Committee for constructing Parliament Guest Houses or empanelling some hotels/guest houses at major tourist places/metro cities for MPs, Committee visits and officials of both the Secretariats. Provision for booking of circuit house, Guest houses for employees was also demanded.

The Committee note that demands on similar lines were made before previous four Pay Committees. The First Parliamentary Pay Committee recommended that the facility of holiday homes should be provided to the Officers and staff of the Secretariats. However, the Committee were of the opinion that it should not be necessary to build any separate holiday homes for the employees of the Secretariats and the purpose could be served by making them eligible for using the holiday homes maintained by the Railways, P&T Deptt. etc.

The Second Parliamentary Pay Committee, while considering the demand for separate holiday homes for the staff of two Secretariats, recommended that *status quo* be maintained.

While considering the demands for provision of accommodation to the employees of the Parliament Secretariats in MLA hostels, State Guest Houses, Traveller's Bungalow, etc. and setting up of separate Holiday Homes at selected places for the use of the employees, the Third Parliamentary Pay Committee noted that employees of the Secretariats were allowed to have accommodation reserved for them in holiday homes run by the Directorate of Estates, Government of India and recommended that the present arrangement may continue.

The Fourth Parliamentary Pay Committee had examined the demand for provision of accommodation to the employees of the Secretariats in the State Government Guest Houses/MLA Hostels/Circuit Houses etc. during their brief visits to the States and recommended that the same may be looked into administratively by taking up the matter with State Governments.

The Committee were apprised that as per the present arrangement, the employees of both the Secretariats are allowed to avail the facility of holiday homes maintained by the Directorate of Estates through online booking. As per the terms and conditions, sitting Members of Parliament, Serving/Retired Central Government Employees, Serving/Retired employees of State Governments/Union Territories/Central/State PSUs/Autonomous/ Statutory Bodies employees are eligible for holiday homes/touring officers hostels/guest houses for themselves and their spouse/dependent family members and guests and the said facility is on first-come first-serve basis.

In the opinion of the Committee, the existing arrangements take care of the occasional demands of the employees and the same may continue. As the employees of both the Secretariats are non-transferable, no purpose will be served by constructing Parliament Guest Houses at major tourist places/metro cities. Empanelment of some hotels/guest houses in important cities is also not accepted as it will lead to unnecessary burden on exchequer. Providing facilities to the Members of Parliament is outside the purview of the Committee.

S.NO.27

**FACILITY OF TORCH, FLORESCENT JACKET ETC.
TO HOUSEKEEPERS DEPLOYED ON NIGHT DUTIES**

The Committee note that the Rota Print and Bindery Sections of Printing and Publications Service function from Mahadev Road, whereas the Lok Sabha Television Channel/Unit is located at Gurudwara Rakab Ganj Road outside Parliament House Annexe. The Room(s)/Office(s) at these two locations are locked by the Housekeeping staff of Parliament Security Service deployed for night duty in Parliament House Annexe.

A suggestion was made before the Committee by the Housekeeping staff to provide torch, stick, florescent jacket and raincoat for their safety as they have to cross the road during night to reach these two locations and then return to Parliament House Annexe, every time the requests to lock the Room(s)/Office(s) are received by them.

The Committee considered the suggestion and feel that providing these facilities to the housekeeping staff would help them in the discharge of their duties at night and recommend that their request be considered favourably.

S.NO.28

WI-FI SERVICES TO ALL EMPLOYEES

Demands were made for provision of open Wi-Fi services to all employees in the Rajya Sabha Secretariat.

The Committee were apprised that all the computers within the Parliament Complex are connected through a Local Area Network (LAN) which is connected to an Optical Fibre backbone providing Internet access through NIC gateway. The whole LAN is required to be upgraded for enhanced speed and to support new technology. NIC has submitted a proposal for LAN upgradation, secured Wi-Fi deployment and installation of IP Phones, which is under consideration of the Rajya Sabha Secretariat.

The Committee recommend speedy examination and implementation of the proposal so as to ensure availability of Wi-Fi facility to the employees at the earliest.

S.NO.29 **EXTENSION OF FACILITY OF BOOKING RAILWAY TICKETS AT THE
PRS CENTRE IN PARLIAMENT HOUSE**

The Committee note that the facility of booking Railway Tickets at the Passenger Reservation System (PRS) Centre in the Parliament House is presently available to the Members of Parliament.

Demands were received by the Committee for extension of facility to the staff of the Parliament Secretariats also.

The Committee note that most of employees of both the Secretariats have access to internet and can easily avail online facility of booking Railway tickets through IRCTC portal. The Committee, therefore, do not find merit in the demand and recommend that *status quo* be maintained.

The Committee note that during session period, the Northern Railway Catering Unit at Parliament House Annexe remains open till 2000 hrs, whereas the Catering Unit at Parliament House functions till 1800 hrs or till the adjournment of the Houses of Parliament, whichever is later.

Demands were made to open the Parliament Canteen till 1900/2200 hrs. during session period with provision of dinner/snacks. Suggestions were also received to open Canteen facility at 36, GRG Road and for improving the quality of food items. It was also demanded to provide Canteen Allowance to employees, who sit very late and attend Office on Saturday(s)/Sunday(s)/Holiday(s) during session days.

The Committee note that the Third Parliamentary Committee in its Second Report (2001) considered the suggestions for improving the catering facility particularly for staff who are required to sit late during Session period and recommended that the matter be looked into administratively keeping in view all the relevant factors.

The Committee are aware that the employees of both the Secretariats especially those connected with the functioning/working of House(s) are invariably required to sit late during session period in order to dispose of Parliamentary work. Such employees are housed in the entire Parliament House Complex. The Committee, therefore, feel that the canteen facilities, as available in Parliament House Annexe should also be available in Parliament House.

The Committee, therefore, recommend that Northern Railway Catering Unit at Parliament House should also function till 2000 hrs or till the adjournment of the Houses of Parliament, whichever is later. The Committee also recommend that desirability of providing snacks at 36, GRG Road be explored either by opening a Northern Railway Catering Unit there or through the Unit functioning at Parliament House Annexe.

With regard to the suggestions to improve the quality of food, the Committee note that a mechanism in the form of a Joint Committee on Food Management in the Parliament House Complex comprising members of both the Houses of Parliament serviced by the Lok Sabha Secretariat, is already in place. The Committee recommend that feedback from employees of both the Secretariats regarding the quality of food being served by the Railway Canteens be obtained on half-yearly basis and placed before the Committee.

The Committee also do not favour introduction of another allowance in the form of 'Canteen Allowance', as employees of both the Secretariats are being granted Parliamentary Allowance throughout the year.

S.NO.31

E-BIKES IN PLACE OF BICYCLES

The Committee note that presently 14 bicycles have been provided to the Attendants deployed for distribution of papers and mails at the residence of Members of Parliament and to various Ministries/Departments of the Government of India in the vicinity of Parliament House Complex. The distribution of papers/material in the distant areas as well as huge amount of papers is undertaken by vans.

It was brought to the notice of the Committee that the distribution of papers and mails by bicycles sometimes lead to delay and with a view to ensuring timely delivery of dak at the destination, many a times the Attendants use their private two wheelers viz. scooters/motorcycles.

A suggestion was received that the Attendants deployed for distribution of Parliamentary and other papers in the Distribution Branch may be provided e-bikes *in place of* bicycles for timely and speedy delivery of dak.

The Committee feel that while the bicycles are eco-friendly, the Secretariat may initially consider providing two or three e-bikes with adequate storing capacity to the Attendants posted in Distribution Branch for the prompt delivery of Parliamentary papers and other mails. The number of e-bikes could be increased in future keeping in view their utility on actual basis and at a later stage, vans could be replaced by e-bikes.

Suggestions were received by the Committee for providing loan facility for higher education of wards of the employees of the Lok Sabha Secretariat. Demands were also received from employees of the Rajya Sabha Secretariat for provision of car loan at subsidized rate of interest.

The Committee note that the Third Parliamentary Pay Committee had examined demands for providing loans/advances with lower rates of interest to the employees and had recommended that the same may be based on the orders of Government of India in the matter. The Fourth Parliamentary Pay Committee also did not favour the demand for grant of subsidy on loans availed by the employees from various financial institutions.

The Committee also note that the recommendations made by the 7th Central Pay Commission regarding discontinuation of motor car advance has been accepted by the Government.

The Committee were informed that the employees covered under the old pension scheme can make withdrawal from their General Provident Fund for higher education of their wards. The Committee were also informed that education loan facility for funding the higher education of children as well as car loan is provided by various financial institutions at competitive rates for which permission under the relevant provisions of the Lok Sabha Secretariat (Conduct) Rules, 1955, as amended is granted.

The Committee, find that options are available to the employees to meet higher education of their wards and car loan for themselves. The Committee, therefore, recommend that no special dispensation may be made in the matter.

S.NO.33**INSURANCE COVERAGE IN ADDITION TO THE EXISTING CGEGIS**

A number of suggestions were received by the Committee from employees of both the Secretariats to provide Group Term Insurance preferably from LIC or any other service provider *in addition to* the existing CGEGIS.

The Committee were informed that the employees of both the Secretariats are covered under Central Government Employees Group Insurance Scheme (CGEGIS), 1980. It was also brought to the notice of the Committee that the 7th Central Pay Commission has reviewed the Scheme and has recommended enhancement of insurance amount presently ranging from Rs. 30,000 to Rs. 1,20,000 to Rs. 15,00,000 to Rs. 50,00,000 depending upon the Level of the employee. However, the orders in this regard are yet to be issued by the Ministry of Finance, Department of Expenditure.

The Committee feel that as substantial increase in insurance amount has been proposed by the 7th Central Pay Commission, introduction of an additional facility of term insurance is not necessary. The Committee, therefore, recommend that the orders of the Department of Expenditure be awaited. However, the employees, at their own, may opt for such facilities individually and no special dispensation be made by the respective Secretariat.

S.NO.34**RETIREMENT AGE/VOLUNTARY RETIREMENT**

A number of suggestions were received by the Committee from the employees of both the Secretariats that the age of retirement of the officers and staff may be increased from 60 years to 62/65 years. Demands were also received from the employees of the Rajya Sabha Secretariat for permitting voluntary retirement after completion of 15 years of service to take care of parents. It was also demanded that the officials attaining the age of superannuation may be retired on two occasions only during the year i.e. on 30th June and 31st December instead of every month.

The Committee note that demands with regard to increasing age of retirement made before earlier Pay Committees were not agreed to by the respective Committee as the age of retirement of employees of both the Secretariats is as per the Rules/Orders issued by the Government of India and adopted by the respective Secretariat. The Committee further note that CCS (Pension) Rules, 1972, which *inter alia* contain provisions relating to voluntary retirement have also been adopted by both the Secretariats.

As the demands are not covered under the Rules/orders adopted by both the Secretariats, the Committee recommend that status quo in the matter may be maintained and no special dispensation be made.

S.NO.35

**ADEQUATE OFFICE SPACE/ACCOMMODATION FOR
SIMULTANEOUS INTERPRETATION SERVICE**

The Committee took note of the demand of officials of Simultaneous Interpretation Service (SIS) to provide adequate office space/accommodation and feel that a mechanism should be in place to address such issues speedily as per the prescribed norms.

The Committee note that in the year 2009, a Special Incentive Scheme was introduced for those non-gazetted employees of the Lok Sabha Secretariat, who perform long hours of extra work. Such employees get an incentive @ Rs.30/- for every extra hour excluding one hour of rest after normal working hours for each day of extra hours of work and also excluding 40 hours of extra work which are counted as being compensated by grant of Parliamentary Allowance every month. A Scheme on similar lines was introduced in the Rajya Sabha Secretariat w.e.f. 15.02.2011.

Suggestions were made before the Committee that the incentive be paid on the basis of Basic Pay or be increased from Rs. 30 to Rs. 50/60/100/120/150 per hour. It was also suggested that deduction of 40 hours being made may either be discontinued or reduced to 20 hours.

The Committee were informed that during the last 03 years only 63 non-gazetted officers in the Lok Sabha Secretariat [34 Staff Car Drivers, 22 Attendants (19 in Distribution Branch, 2 in Administration Branch-II & 1 attached to an Additional Secretary) and 7 persons in Office of Speaker] claimed the incentive with total expenditure of Rs. 52 lakh and average monthly amount ranging from Rs. 188 to Rs. 6098.

The Committee, thus, note that the incentive under this Scheme is in addition to the Parliamentary Allowance and is claimed by very less number of non-gazetted employees in the Lok Sabha Secretariat. The Committee have separately proposed to increase the Parliamentary Allowance of non-gazetted Group 'B' employees from Rs.3,200 p.m. to Rs.12,000 p.m. and that of Group 'C' employees from Rs.2,400 p.m. to Rs.9,000 p.m.. The Committee also note that the rates of OTA prescribed by DOPT for Office Staff and Staff Car Drivers in March, 1991 have not been revised till date. **The Committee, therefore, feel that further increase in amount of incentive from Rs. 30 per hour or linking it with Basic Pay is not justified, and therefore, not recommended. The Committee also recommend that the grant of incentive may be linked to biometric attendance in both the Secretariats.**

S.NO.37 QUARTERLY CALCULATION / UPDATION OF INTEREST ON GENERAL PROVIDENT FUND ON E-WISDOM

A demand/suggestion was made before the Committee that interest on General Provident Fund (GPF) may be updated on quarterly basis on e-wisdom.

The Committee note that General Provident Fund (CS) Rules have been adopted by the Lok Sabha Secretariat and as per provisions contained in Rule 39 of the Rules, *ibid*, after 31st March of each year, each subscriber is supplied a statement of account in the Fund showing the opening balance as on the 1st April of the year, the total amount credited or debited during the year, the total amount of interest credited as on the 31st March of the year and the closing balance on that date.

The Committee are of the considered view that any suggestion/demand, which violates the provisions contained in the Rules, can not be accepted. The Committee, therefore, do not accept the demand.

S.NO.38

HONORARIUM TO REPORTERS/INTERPRETERS

The services of Officers of Simultaneous Interpretation Service and Verbatim Reporting Service are being requisitioned by various Ministries/Departments of the Government of India for covering Conferences/meetings for which they are paid honorarium by the Ministry concerned as per the rates prescribed by DOPT.

The 3rd Parliamentary Pay Committee considered the revision of the rates of honorarium and recommended that the same be enhanced to Rs 250/- per day. Orders to this effect were accordingly issued by DOPT vide OM dated 11.02.2004

The 4th Parliamentary Pay Committee also recommended that enhancement of the honorarium for Reporters and Interpreters for outside assignments may be taken up with the Department of Personnel and Training. The matter was accordingly, taken up with DOPT, however, orders in the matter are yet to be issued.

Demands/suggestions were received from Officers of Simultaneous Interpretation Service of both the Secretariats for grant of honorarium @ Rs. 2000/ 2500 per assignment *plus* conveyance charges for attending assignment for various Ministries/Organizations and raising annual ceiling thereof.

The Committee were apprised that although the rates of honorarium are yet to be revised, the Reporters/Interpreters are being deputed for outside assignments by the Officer in-charge of respective Service and are also being compensated by the respective Ministry/Department.

The Committee find that since the expenditure towards payment of Honorarium to Reporters/Interpreters is borne by the respective Ministry/Department for utilising their services, the existing arrangement may continue. The Committee, however, feel that in order to have transparency with regard to deployment of the Reporters/Interpreters, the deployment be undertaken by Administration in consultation with the Joint Secretary in-charge of the respective Service. The ceiling for grant of honorarium during the financial year may continue to be as per the orders issued by DOPT and adopted by both the Secretariats.

S.NO.39 ALLOWANCE/ HONORARIUM FOR LATE SITTING/ NATURE OF WORKS

Demands were made for provision of allowance / honorarium to Gazetted Officers of the Rajya Sabha Secretariat, who are required to stay in office after 8.00 p.m. A demand was also received for grant of special allowance/incentive for legal/vigilance/disciplinary work.

The Committee note the employees of both the Secretariats are being paid 'Parliamentary Allowance' for the arduous nature of duties performed by them and the Committee have separately proposed substantial increase in Parliamentary Allowance. The Committee were apprised that the matters relating to court cases, vigilance and disciplinary work are integral part of work profile of officials of LAFEA Service. The Committee, therefore, do not find any merit in the demand and, therefore, do not accept it.

Many demands were received by the Committee from Members of Parliament and employees of both the Secretariats with regard to Grade Pay of Rs. 8000 and Rs. 2200 for which corresponding level in the Pay Matrix does not exist. These *inter alia* included merger/upgradation of Grade Pay Rs. 2200 with/to Grade Pay Rs. 2400 and grant of 2 increments to those drawing Grade Pay of Rs. 2400; merger/upgradation of Grade Pay of Rs. 8000 with/to Grade Pay Rs. 8700; placement of Directors in Level 13 to Level 13A of pay matrix and grant of an appropriate amount of Personal Pay, which should not be merged in basic pay to current Level-13 officials in case of upgradation of Grade Pay Rs. 8000 to Grade Pay Rs. 8700 (Level-13) and that of Grade Pay 8700 (Level-13) to Grade Pay 8900 (Level 13A).

Analysis

The Committee note that the 6th Central Pay Commission granted grade pay of Rs.7600 in PB-3 to the pre-revised scale of pay of Rs. 12750-375-16500. However, the 4th Parliamentary Pay Committee (2009) granted Grade Pay of Rs.8000 in PB-3 to the employees of both the Secretariats in pre-revised scale of pay of Rs. 12750-375-16500. The said Grade Pay does not exist in Government of India except for Defence Forces. Even for Defence Forces, the said Grade Pay exists in PB-4. Similarly, 6th Central Pay Commission granted Grade Pay of Rs.2000 in PB-1 to pre-revised scale of pay of Rs.3200-85-4900. However, the 4th Parliamentary Pay Committee granted new Grade Pay of Rs.2200, which does not exist in Government of India. In the Civil Pay Matrix, there is no corresponding Level in the Pay Matrix for these Grade Pay(s). Accordingly, the pay of the employees in these Grade Pay(s) or promoted from or to these Grade Pay(s) have not been fixed in the revised pay structure in any Level consequent upon implementation of recommendations of 7th Central Pay Commission. However, as per internal orders issued by the respective Secretariat, the pay of the employees concerned, as on 01.01.2016, has been fixed by multiplying the existing Basic Pay by a factor of 2.57 and rounding off to the nearest hundred rupee and increment @3% has been granted. The pension of the retired employees involving these Grade Pay(s) has also not been fixed as the Concordance Tables are not available.

The Committee were apprised that based on discussions with the Secretary-Generals of both the Houses, the Lok Sabha Secretariat vide their communication dated 16.02.2018 requested Department of Expenditure, Ministry of Finance to devise separate level(s) in the pay matrix for Grade Pay(s) of Rs.8000 and Rs.2200 with the index of rationalization of 2.67 and 2.57 respectively for their application in both the Secretariats. However, the Ministry have not yet responded.

The Committee deliberated on this issue at its first sitting held on 5th April, 2018. The issue was also discussed at length by the representatives of the Associations of both the Secretariats as well the employees concerned at their interactions with Chairperson of the Committee w.e.f. 8th to 10th May, 2018 and on 14th May, 2018. The Committee find that a common solution to this issue is not possible as both the Secretariats have different Schemes like Time Scale Placement Scheme in the Lok Sabha Secretariat and In-situ promotion in the Rajya Sabha Secretariat.

The demands raised/options available have been discussed in the succeeding paragraphs

(a) Devising separate level(s)

The Committee feel that devising separate level(s) may temporarily solve the problem of pay fixation in the Grade Pay of Rs. 2200 and Rs. 8000 in the revised Pay structure, however, the same may not be a permanent solution as both the Secretariats may have to reel with similar problem again after coming into effect of the next Central Pay Commission. Further, since the pension of employees retiring from Parliament Secretariats is authorized by Central Pension Accounting Office (CPAO), the Concordance Table for pension fixation of employees retiring from these two Grade Pays will require to be revised and brought in sync with new Levels of Pay in the Pay Matrix so, created by Ministry of Finance.

(b) Upgradation of Grade Pay of Rs. 8000 in PB-3 to Grade Pay of Rs. 8700 in PB-4 w.e.f. 01.01.2016.

In the opinion of the Committee, upgradation of Grade Pay of Rs. 8000 in PB-3 to Grade Pay of Rs. 8700 in PB-4 w.e.f. 01.01.2016 is also not a viable option as there would be a windfall gain for some employees in the grade of Additional Director, particularly those who are junior, whereas, the remaining big chunk of employees would remain untouched. It will also have huge financial implications as the index of rationalization of Level 12 and Level 13 are vastly different from each other. The entry pay at Level 13 is equivalent to 16 stages of pay progression in Level 12 (vertical range). The difference between entry pay of Level 12 and Level 13 is Rs. 44300, the highest in the Pay Matrix (horizontal range). Such one stroke upgradation would diminish the relativity in pay of seniors and juniors. There would be an acute intra-grade disparity in the grade of Additional Director, as the pay fixation of seniors with substantial years of service in that grade and the juniors with relatively lesser years of service or immediately on promotion in the grade would be placed at the same column or at the nearing column in Level 13 in the Pay Matrix. Pay attached to a post is proportionate to the duties and responsibilities of an employee. Any upgradation of the post of Additional Director to Level 13, the grade meant for the post of Director, may create imbalances in their pay vis-à-vis functional responsibilities.

The Committee also note that previous Parliamentary Pay Committees have consciously maintained two Grades at the level of Deputy Secretary and its equivalent and rejected the demand of upgradation in the pay scales or merger with the next higher grade. Agreeing to this option would result in a marked deviation from the established position of earlier Parliamentary Pay Committees. **Further, hitherto existing functional similarity between the grade of Deputy Secretary and equivalent and the grade of Additional Director can no longer be justified due to upgradation of their pay in a distinctly higher Level 13 in the Pay Matrix.**

(c) Declaring post(s) in Grade Pay of Rs. 8000 as dying cadre w.e.f. 01.01.2019.

The Committee note that the 6th CPC merged the pay scales of Rs. 12000-375-16500, 12750-375-16500 and 12000-375-18000 placed them in Pay Band 3 with Grade Pay Rs. 7600. The 7th CPC has placed the Grade Pay of Rs. 7600 to Level-12 in the Pay Matrix. The Committee feel that the hitherto existing practice of maintaining two distinct posts in the grade of Deputy Secretary in the pre-revised (pre-2006) scale of Rs. 12000-375-16500 and Additional Director in the pre-revised (pre-2006) scale of pay of Rs. 12750-375-16500 now needs to be discontinued. For the purpose, no further promotion to the posts of Additional Directors & equivalent be made, the posts may be declared as a dying cadre w.e.f. 01.01.2019 and the pay may be fixed in Level-12. This will have the following advantages:

- (i) The financial implications will be less.
 - (ii) The hierarchy of officers at the middle level will decrease, which subsequently may result in lesser number of levels through which a file traverses for a decision. This may in the long run facilitate smooth, efficient and timely decision making process.
 - (iii) The grade will become extinct within 5-6 years from now.
 - (iv) This will effect a permanent solution to the problem as before the time period of next Central Pay Commission, the grade of Additional Director will become extinct and the Parliament Secretariats would be left with only one grade of Deputy Secretary and its equivalent, at par with the hierarchical structure existing in Government of India and other autonomous and Constitutional bodies.
 - (v) The issue of pension fixation for incumbents retiring from these posts would also be simultaneously resolved, as their quantum of pension fixation would be available in the Concordance Table.
- (d) Upgradation of Grade Pay of Rs. 2200 to Grade Pay of Rs. 2400 w.e.f. 01.01.2016.**

The Committee find justification in the demand of employees of both the Secretariats for upgradation of Grade Pay of Rs. 2200 to Grade Pay of Rs. 2400 w.e.f. 01.01.2016, which will benefit employees at lower levels in PB-1 viz. Attendants, Housekeepers, etc. and the issue of pension fixation in the Concordance Table would also be simultaneously resolved.

Recommendations

The Committee, thus, after extensive deliberations, recommend that all post(s) in Grade Pay of Rs. 2200 in both the Secretariats be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016. The status of persons promoted between 01.01.2016 to 31.12.2018 be protected and their seniority as on 31.12.2018 be maintained. Their pay as well as pay of those employees granted Time Scale Placement w.e.f. 01.01.2016 to 31.12.2018 be protected. Further, as the feeder and promotional grade will get merged

w.e.f. 01.01.2016, the junior most person holding promotional post as on 31.12.2018 will rank senior to all those holding the feeder post as on 31.12.2018. The post(s) in Grade Pay of Rs. 8000 be declared as dying cadre w.e.f. 01.01.2019. The methods of recruitment and qualifications for appointment for the posts in Grade Pay of Rs. 2200 and Rs. 8000 and that of promotional posts viz. posts in Grade Pay of Rs. 2400 and Rs. 8700 be suitably amended by both the Secretariats. The Secretariat specific recommendation with regard to Grade Pay of Rs. 8000 and Rs. 8700 is as under:

(a) **Lok Sabha Secretariat**

Post	Existing Recruitment Rules	Proposed Recruitment Rules
Director & equivalent	By selection from persons in the grade of Additional Director & equivalent with a minimum of 3 years service in the grade or 6 years combined service in the grade(s) of Additional Director & equivalent and Deputy Secretary & equivalent.	<p>A. <u>In respect of Officers holding the post of Additional Director & equivalent on 01.01.2019</u></p> <p>No change.</p> <p>B. <u>In respect of Deputy Secretaries</u></p> <p>(a) Appointed on or before 31.12.2015.</p> <p>By selection from persons in the grade of Deputy Secretary & equivalent with a minimum of 7 years service in the grade or 10 years combined service in the grade(s) of Deputy Secretary & equivalent and Under Secretary & equivalent.</p> <p>(b) Appointed on or after 01.01.2016.</p> <p>By selection from persons in the grade of Deputy Secretary & equivalent with a minimum of 6 years service in the grade or 9 years combined service in the grade(s) of Deputy Secretary & equivalent and Under Secretary & equivalent.</p>
Additional Director & equivalent	By selection from persons in the grade of Deputy Secretary & equivalent with a minimum of 3 years service in the grade or 6 years combined service in the grade(s) of Deputy Secretary & equivalent and Under Secretary & equivalent.	It will be treated as a dying cadre w.e.f. 01.01.2019 and vacant posts arising out of retirements or otherwise will not be filled up at the level of Additional Director & equivalent and such post(s) will be deemed as abolished. However, in lieu of such post(s) of Additional Director & equivalent, equal number of posts will be created in the lower grade(s) keeping in view the stagnation and also to maintain pyramidal structure.

		<p>NOTE-1: The Deputy Secretaries & equivalent in position as on 31.12.2018 and granted TSP attached to the post of Additional Director & equivalent, will be eligible for grant of TSP attached to the post of Director & equivalent on 31.12.2022.</p> <p>NOTE-2: The Deputy Secretaries & equivalent in position as on 31.12.2018, becoming eligible for TSP attached to the post of Additional Director & equivalent on or before 31.12.2022 and retiring before becoming eligible for Time Scale Placement attached to the post of Director, will be granted TSP attached to the post of Additional Director & equivalent subject to fitness on the date of their superannuation, which may not be treated as anomaly in pay.</p> <p>NOTE-3: The Deputy Secretaries & equivalent appointed during 2015 will be eligible for grant of TSP attached to the post of Director & equivalent on 01.01.2023.</p>
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(b) Rajya Sabha Secretariat

Post	Existing Recruitment Rules	Proposed Recruitment Rules
Director & equivalent	By selection from the grade of Additional Director with a minimum of 3 years service in the grade or 6 years combined service in the grades of Additional Director & Deputy Secretary/ Pay & Accounts Officer in accordance with the seniority in the higher grade.	By selection from the grade of Additional Director with a minimum of 3 years service in the grade or 6 years combined service in the grades of Additional Director (a dying cadre w.e.f. 01.01.2019) & Deputy Secretary/ Pay & Accounts Officer or 6 years service in the grade of Deputy Secretary or 9 years of combined service in the grades of Deputy Secretary and Under Secretary in accordance with the seniority in the higher grade.
Additional Director & equivalent	By selection from the grade of Deputy Secretary/ Pay & Accounts Officer with a minimum of 3 years service in the grade or 6 years combined service in the grades of Deputy Secretary / Pay & Accounts Officer and Under Secretary in accordance with the seniority in the higher grade.	It will be a dying cadre w.e.f. 01.01.2019 and vacant post(s) arising out of retirement or otherwise in this cadre will be deemed as abolished. However, in lieu of such post (s) of Additional Director, equal number of posts will be deemed to have been created in the grade of Deputy Secretary.

Deputy Secretary and equivalent	By selection from the grade of Under Secretary with a minimum of 3 years service in the grade or 6 years combined service in the grades of Under Secretary and Legislative/ Committee/ Protocol/ Executive Officer in accordance with the seniority in the higher grade.	By selection from the grade of Under Secretary and equivalent with a minimum of 3 years service in the grade or 6 years combined service in the grades of Under Secretary and equivalent and Legislative/ Committee/ Protocol/ Executive Officer and equivalent in accordance with the seniority in the higher grade. The incumbents in the grade as on 01.01.2019 shall be granted one additional increment in their pay after completing 3 years service in that grade. The grant of such additional increment shall be automatic on completion of the prescribed duration and shall not affect the date of annual increment.
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Methodology for fixation of pay

(a) Grade Pay Rs. 2200

The methodology for fixation of pay with regard to proposed upgradation and merger of Grade Pay of Rs. 2200 to Grade Pay of Rs. 2400 w.e.f. 01.01.2016 may be as per CCS(Revised Pay) Rules, 2016, as adopted by both the Secretariats.

(b) Grade Pay Rs. 8000

(i) Fixation of Pay as on 01.01.2016

The existing basic pay shall be multiplied by a factor of 2.57, rounded off to the nearest rupee and the figure so arrived at will be located in Level-12. If such an identical figure corresponds to any Cell in Level-12, the same shall be the pay. If no such Cell is available in Level-12, the pay shall be fixed at the immediate next higher Cell in Level-12.

(ii) Fixation of Pay on promotion after 01.01.2016

In case the employee opts for fixation of pay from date of promotion, the pay will be fixed in the next higher cell in Level-12.

In case, the employee opts for fixation of pay from date of next increment, from the date of promotion till the date of next increment, the employee shall be placed at the next higher cell in Level-12. Subsequently, on date of next increment, the pay will be re-fixed and two increments (one accrued on account of annual increment and the second accrued on account of promotion) may be granted in Level-12.

(iii) Grant of Personal Pay

Officers in Grade Pay of Rs. 8000, as on 01.01.2016 or promoted or granted TSP to the Grade Pay of Rs.8000 with effect from 01.01.2016 till 31.12.2018, be granted Personal Pay @ Rs. 2500 per month till the date of their appointment to the post of Director & equivalent or grant of TSP attached to the post of Director & equivalent or till retirement, whichever is earlier so as to compensate them for loss of pay on account of fixation of their pay in the Level of Deputy Secretary [Level-12].

The pay anomalies, if any, resulting due to seniors promoted before 01.01.2016 start drawing less pay than their junior promoted after 01.01.2016, may be addressed under relevant provisions of FRSRs and CCS (Revised Pay) Rules, 2016.

(iv) Fixation of Pay of Pensioners

In case of persons retired in the pre-2006 scale of pay of Rs.12750-375-16500 with effect from 01.01.1996 to 31.12.2005 or from the Grade Pay of Rs. 8000 in PB-3 during the period from 01.01.2006 to 31.12.2015, the notional pay fixation/ pension calculation on or after 01.01.2016 shall be made on the basis of Concordance Table available for Level 12.

S.NO.41 **PAY PROTECTION OF EMPLOYEES WHOSE PAY WAS REDUCED DUE TO
MODIFICATION OF LEVEL-13 OF PAY MATRIX.**

The Committee note that consequent upon implementation of recommendations of the Seventh Central Pay Commission, the Central Civil Services (Revised Pay) Rules, 2016 issued by the Ministry of Finance (Department of Expenditure) *vide* Notification dated 25.07.2016 were provisionally adopted by the Secretariat and the pay of the employees was fixed in the revised pay structure in terms of pay matrix contained therein.

The Committee also note that *vide* Notification dated 15.06.2017, the Central Civil Services (Revised Pay) Rules, 2016 were amended and Level 13 of the Pay Matrix was modified by the Ministry of Finance (Department of Expenditure). The Notification, *ibid*, was adopted by the Secretariat and pay of the Officers in Level 13 was fixed accordingly. While pay of some of the Officers increased, the pay of most of the Officers reduced.

Subsequently, the Ministry of Finance (Department of Expenditure) *vide* Office Memorandum dated 28.09.2017 clarified that the modified Level 13 is an improvement on the earlier Level 13 in as much as the earlier Level is based on the Index of Rationalisation (IOR) of 2.57, whereas the modified Level 13 is based on the IOR of 2.67. The Ministry also clarified that the earlier Level 13 is extinct and, hence, no employee can retain the same consequent upon promulgation of CCS(Revised Pay) (Amendment) Rules, 2017. It was also clarified that in case the pay re-fixed in the modified Level 13 works out to be lower than the pay fixed in the earlier Level 13, recovery of over payment on account of such re-fixation upto 30.06.2017 i.e. the month in which the CCS (Revised Pay) (Amendment) Rules, 2017 was issued shall be waived. The Ministry further mentioned that the cases of employees who retired on or after 01.01.2016 and upto 30.06.2017 shall be processed as per Rule 70 of the CCS (Pension) Rules, 1972. The Committee were informed that Office Memorandum dated 28.09.2017 was also adopted by the Secretariat.

Demands were received by the Committee to provide pay protection to the employees whose pay was reduced due to modification of Level 13 of pay matrix.

The Committee find that the orders issued by the Ministry of Finance (Department of Expenditure) regarding Central Civil Services (Revised Pay) Rules, 2016, amendments thereto and subsequent clarifications have been adopted by the Secretariat and the pay of the employees in Level 13 was fixed as per the instructions issued by the Ministry of Finance, which proved advantageous to some of the employees and disadvantageous to others.

The Committee feel that such a dispensation is not exclusively for the employees of the Lok Sabha Secretariat and some of the employees in various Ministries/Departments of Government of India and the Rajya Sabha Secretariat might also have been adversely effected. While the Ministry have admitted that the modified Level 13 is an improvement on the earlier Level 13, the same has led to reduction of pay of some of the employees. The Committee are of the considered view that retrospective reduction in pay on account of a policy decision especially taken to benefit the employees is against the principle of natural justice. **Although, the Committee is well within their right to rectify the said anomaly in pay in respect of employees of both the Secretariats, the Committee feel that the issue has wider implications in respect of Officers of Government of India also and needs to be taken up with the Ministry concerned. The Committee, therefore, strongly recommend that the matter may be taken up with Ministry of Finance speedily at the highest level.**

S.NO.42**INCREASE IN MULTIPLICATION FACTOR FROM 2.57 TO 3**

The Committee note that as per provisions contained in CCS (Revised Pay) Rules, 2016, for the purpose of fixation of pay in the revised pay structure on 01.01.2016, the pay in the applicable Level in the Pay Matrix is obtained by multiplying the existing basic pay by a factor of 2.57 and then locating in the relevant Cell.

A number of suggestions were received by the Committee that the multiplication factor may be increased from 2.57 to 3 as on 01.01.2016.

The Committee note that a similar demand to increase the fitment factor for fixation of pay was not accepted by the Third Parliamentary Pay Committee.

The Committee considered the demand made by a large number of employees of both the Secretariats and recommend that the same may not be accepted as the fixation of pay of the employees is being done as per the provisions contained in CCS (Revised Pay) Rules, 2016, which have been adopted by both the Secretariats.

S.NO.43

**TWO ADDITIONAL INCREMENTS ON EVERY PROMOTION /
TSP/W.E.F.01.01.2016**

A number of suggestions were received by the Committee that two additional increments may be granted to all categories of employees on every promotion / Time Scale Placement/w.e.f. 01.01.2016.

The Committee note that the Third Parliamentary Pay Committee had recommend grant of two advance increments to the employees of both the Secretariats in 05 scales of pay with effect from 01.01.1996. The Committee were informed that pursuant to retrospective implementation of the recommendations of Sixth Central Pay Commission w.e.f. 01.01.2006, the benefits of these advance increments were provisionally carried forward to the revised pay structure and the same was regularized after consultation with the Ministry of Finance. The Committee were also apprised that 02 advance increments each on 01.04.2007 and 02.04.2007 were granted to the employees of both the Secretariats in Pay Band-1 to Pay Band-3 as a one time measure.

The Committee were apprised that the issues related to recovery/adjustment of excess amount from some of the serving/retired employees of Lok Sabha Secretariat on account of grant of advance increments is under examination.

The Committee considered the demand and find that there is no justification for granting two additional increments to the employees of both the Secretariats on every promotion / Time Scale Placement/w.e.f. 01.01.2016. The Committee, therefore, do not accept the suggestion. The Committee, however, strongly recommend that the issues related to recovery/adjustment of excess amount from the employees of Lok Sabha Secretariat on account of grant of advance increments be resolved in two months.

A demand was received from Translators of Lok Sabha Secretariat in Grade Pay Rs. 4800 in PB-2 for grant of Grade Pay of Rs. 5400 in PB-3 on the grounds that Foreign Language Translators viz. Translator (Chinese), Translator (Dari), Translator (Sinhalese) etc. in the Ministry of Defence, Government of India are Group 'A' Gazetted posts in Grade Pay of Rs. 5400 in PB-3. It was also pointed that while the educational qualifications for the post of Translator in the Lok Sabha Secretariat is Post Graduation with Diploma/Certificate course in Translation from Hindi to English and *vice versa*, the educational qualifications for the post of Foreign Language Translator(s) is Graduation with Diploma in foreign language concerned. The Translators of the Rajya Sabha Secretariat also demanded Grade Pay of Rs. 5400 in PB-3 on the grounds that translation is a technical work which requires command over two languages, i.e. English and Hindi, along with acumen and understanding, an additional qualification of typing test at the speed of 26.7 words per minute has been made compulsory for the translators as per the new recruitment rules, which is not required in Central Secretariat Official Language Service (CSOLS), in Central Government and to maintain an edge over Junior and Senior Translators in the Central Government.

Duties of Foreign Language Translators and Translators of Parliament Secretariats

The Committee note that the duties attached to the post(s) of Foreign Language Translators in the Ministry of Defence *inter alia* include translation into English of intercepted traffic, recorded tapes and printed material, perusal and checking of translation work of unit translators, preparation of training exercises for languages trained personnel, maintenance of foreign language publication, collation of intelligence information and other allied jobs. The Committee were informed that the Translators in both the Secretariats are responsible for translation from Hindi to English and *vice versa* of all the parliamentary publications, documents, books, Parliamentary Committee Reports, compilation, checking and incorporation of corrections in list of questions for printing and final scrutiny of proof of parliamentary papers, preparation of indices to debates and examination of all printed debates and other publications.

Grade Pay of Translators in Central Government and Parliament Secretariats.

The Committee were apprised that the posts of Junior Translators in CSOLS and Senior Hindi Translator in various Central Government Ministries/Departments/Offices are Group 'B' posts in Grade Pay Rs. 4200 and Rs. 4600 respectively for which educational qualifications prescribed are Post Graduation with Diploma/Certificate course in Translation from Hindi to English and *vice versa*., whereas the Translators in both the Secretariats with similar qualifications are in higher Grade Pay of Rs. 4800. The Committee were also apprised that the Grade Pay of Rs 5400 in PB-3 in Editorial & Translation Service in the respective Secretariat is already assigned to Assistant Editor in the Lok Sabha Secretariat and Editor in the Rajya Sabha Secretariat.

Typing skills for Translators of Parliament Secretariats

The Committee were also apprised that the Lok Sabha Secretariat have recently amended recruitment rules for the post of Translator and included the provisions relating to qualifying a test in typing for persons to be appointed as Translators by direct recruitment. This component already exists in the recruitment rules for the post of Translator in the Rajya Sabha Secretariats. Thus, the Translators in both the Secretariat will now have typing skills.

Analysis and Recommendations

The Committee feel that with the technological advancement and widespread use of computers and other electronic gadgets, an average typing skill has become an essential pre-requisite for a skilled employee and dependence on Clerks for typing work is no longer a desirable option. The Committee have separately recommended upgradation of Grade Pay of Secretariat Assistants and Senior Secretariat Assistants along with holistic upgradation in their work profile. **The Committee, therefore, firmly believe that the requirement of having basic typing skills for the Translators will not only avoid dependence on typists but also help in speedy disposal of work.**

The Committee also find that the nature of duties discharged by the Foreign Language Translators in the Ministry of Defence and those by the Translators in both the Secretariats are different. The Committee take note of the fact that the Translators in both the Secretariats are already in higher Grade Pay as compared to the Grade Pay(s) attached to the posts of Junior Translators in CSOLS and Senior Hindi Translator in various Central Government Ministries/Departments /Offices. In addition, the employees of both the Secretariats are being paid 'Parliamentary Allowance' for the arduous nature of duties performed by them and the Committee have separately proposed substantial increase in Parliamentary Allowance. The Committee, therefore, do not find any justification in the demand of Translators of both the Secretariats to grant Grade Pay of Rs. 5400 in PB-3 and do not accept the same.

The Committee, however, feel that there is an urgent need to improve the quality of translation for which refresher training courses be organized for Officers/staff belonging to Editorial & Translation Service of both the Secretariats.

S.NO.45 FIXATION OF PAY OF THOSE EMPLOYEES WHO WERE PROMOTED TO THE GRADE PAY OF RS.4600 DURING THE PERIOD FROM 01.01.2006 TO 29.08.2008.

The Committee were informed through a reference received from Members of Parliament that the issue of fixation of pay [under 6th CPC] of those employees who were promoted to the pre-revised scale of pay of Rs.6500-200-10500 [granted Grade Pay of Rs.4600 w.e.f.01.01.2006 by the 4th Parliamentary Pay Committee] between 01.01.2006 to 29.08.2008 is pending in both Rajya Sabha and Lok Sabha Secretariats. The issue was also discussed at length by the representatives of the Associations of both the Secretariats as well the employees concerned at their interactions with Chairperson of the Committee w.e.f. 8th to 10th May, 2018 and on 14th May, 2018. No demand from the employees of Lok Sabha Secretariat was received as the matter is *sub-judice* and as per Circular No. 31150 dated 10.04.2018 issued by the Lok Sabha Secretariat, *sub-judice* matters are not to be referred to the Committee.

However, out of 23 petitioners, 06 petitioners *vide* representation dated 12.09.2018 addressed to the Chairperson stated that if the matter is resolved within the Secretariat and their pay is fixed as per their demand and payment made with arrears, they will withdraw the case from Hon'ble High Court of Delhi [**Civil Writ Petition No. 7047/2016**].

Considering the interest of a large number of employees of both the Secretariats, who did not approach the court, the Committee felt it necessary to seek information from both the Secretariats so as to arrive at an amicable solution of the issue. The Rajya Sabha Secretariat *vide* I.D. Note dated 03.10.2018 informed that the matter may either be decided administratively or the final verdict of Supreme Court be awaited. The gist of the issue, as furnished by the Lok Sabha Secretariat, is as under:

(a) *Provisional adoption of Central Civil Services(Revised Pay) Rules, 2008*

Central Civil Services(Revised Pay) Rules, 2008 notified by the Ministry of Finance on 29.08.2006 were provisionally adopted by the Lok Sabha Secretariat *vide* R&CS Order No. PA-461/2008 dated 04.09.2008. The First Schedule of the Notification containing Part-A, Part-B and Part-C was replaced by revised scales of pay applicable to officers in Group A, B, C & D in Lok Sabha Secretariat with effect from 1st January, 2006. The posts in pre-revised scale(s) of pay of Rs. 5000-8000 and Rs. 6500-10500 were provisionally granted Grade Pay of Rs. 4200 in Pay Band-2 [Rs. 9300-34800], whereas posts in pre-revised scale of pay of Rs. 7450-11500 were provisionally granted Grade Pay of Rs. 4600 in Pay Band-2 [Rs. 9300-34800], and the following provision as contained in Section I of Part-B of the Notification, was not made applicable to the employees of the Secretariat:

“On account of merger of pre-revised pay scales of Rs. 5000-8000, 5500-9000 and Rs. 6500-10500, some posts which presently constitute feeder and promotion grades will come to lie in an identical grade. The specific recommendations about some categories of these posts made by the Pay Commission are included in Section II of Part B. As regards other posts, the posts in these three scales should be merged. In case it is not feasible to merge the posts in these pay scales on functional considerations, the posts in the scale of Rs. 5000-8000 and Rs. 5500-9000 should be merged, with the post in the scale of Rs. 6500-10500 being upgraded to the next higher grade in pay band PB-2 i.e. to the grade pay of Rs. 4600 corresponding to the pre-revised pay scale of Rs. 7450-11500. In case a post already exists in the scale of Rs. 7450-11500, the post being upgraded from the scale of Rs. 6500-10500 should be merged with the post in the scale of Rs. 7450-11500.”

(b) Constitution of Parliamentary Pay Committee

On 09.09.2008, Parliamentary Pay Committee was jointly appointed by the Speaker, Lok Sabha and the Chairman, Rajya Sabha to advise them on the revision of pay and other conditions of service of the parliamentary staff.

(c) *Recommendations of Parliamentary Pay Committee in the context of Grade Pay(s) of Rs. 4200 and Rs. 4600 and merger of scales of Rs. 6500-10500 and Rs. 7450-11500.*

(i) The Committee, which presented its report in February, 2009 *inter alia* recommended as under:

It is observed from the provisional pay structure adopted by both the Secretariats that the feeder grade post of Senior Clerk and equivalent posts and the promotional posts of Executive Assistant and equivalent are in the identical Grade Pay of Rs. 4200. Unless these promotional posts are placed in next higher Grade Pay, there would be administrative difficulties in effecting promotions and maintaining the hierarchy of posts in the Secretariats. In order to remove these difficulties, the following modifications are necessary in the provisionally adopted pay structure:-

“Since the Grade Pay for Senior Clerk and equivalent posts and Staff Car Driver Grade-I is identical with that of Executive Assistant and equivalent posts and Staff Car Driver [Special Grade] respectively, the Grade Pay for Executive Assistant and equivalent posts and Staff Car Driver [Special Grade] may be at the next higher level of Rs. 4600 instead of Rs. 4200 and that of Senior Executive Assistant and equivalent at Rs. 4800 instead of Rs. 4600”.

Merger of Scales

As per the recommendations of the Sixth Central Pay Commission, certain posts in the pre-revised scales of Rs. 6500-10500 and Rs. 7450-11500 which are spread across various Ministries and Departments of Government of India have been merged with effect from 1st January, 2006. In Lok Sabha and Rajya Sabha Secretariats, since the posts in the pre-revised scale of Rs. 7450-11500 are considered as incentive grades for providing promotional opportunities to the incumbents, merger of posts may lead to hierarchical imbalance and stagnation of persons and hence no merger of posts is proposed.

(d) Implementation of the recommendations of the Parliamentary Pay Committee

The recommendations made by the Parliamentary Pay Committee were accepted by the Presiding Officers of both the Houses and implemented in the Lok Sabha Secretariat *vide* R&CS Order No. PA-470/2009 dated 20.04.2009. The Committee *inter alia* recommended higher Grade Pay of Rs. 4600 and Rs. 4800 to posts in pre-revised scale(s) of pay of Rs. 6500-10500 [Executive Assistants & equivalent] and Rs. 7450-11500 [Senior Executive Assistants & equivalent] respectively without specifying the upgradation of pre-revised pay scale of Rs. 6500-10500 and Rs. 7450-11500. The Committee also recommended that the merger of posts in the pre-revised scale of Rs. 6500-10500 and Rs. 7450-11500 may not be accepted as the posts in the pre-revised scale of Rs. 7450-11500 are considered as incentive grade for providing promotional opportunities to the incumbents.

(e) Clarification by the Ministry of Finance with regard to fixation of pay in the case of upgradations recommended by 6th Central Pay Commission.

The Ministry of Finance *vide* OM dated 13.09.2008 adopted *vide* R&CS Order No. PA-463/2008 dated 27.10.2008 clarified that where all posts in a particular grade have been granted a higher replacement pay scale/grade pay, the pay in the pay band will be fixed with reference to fitment table corresponding to pre-revised pay scale. However, the grade pay corresponding to the upgraded post will be added.

- (f) **Decision of the Ministry of Finance in November, 2009 to grant Grade Pay of Rs.4600 to the posts in pre-revised scale of pay of Rs. 6500-10500 corresponding to pre-revised scale of Rs. 7450-11500 w.e.f. 01.01.2006.**

The Ministry of Finance *vide* OM dated 13.11.2009 decided that the posts which were in the pre-revised scale of Rs. 6500-10500 as on 1.1.2006 and which were granted the normal replacement pay structure of grade pay of Rs. 4200 in the pay band PB-2, will be granted grade pay of Rs. 4600 in the pay band PB-2 corresponding to the pre-revised scale of Rs. 7450-11500 w.e.f. 1.1.2006. Subsequently, the Ministry *vide* OM dated 16.11.2009 decided to extend the pay structure of grade pay of Rs. 4600 in the pay band PB-2 to Assistants belonging to Central Secretariat Service, Armed Forces Headquarter Service, Indian Foreign Service "B" and Railway Board Secretariat Service and Personal Assistants(PAs) in their counterpart Stenographers Service w.e.f 1.1.2006. The OM, *ibid*, also mentions that one of the reasons due to which Assistants of Central Secretariat are being granted grade pay of Rs. 4600 is the fact that there is an element of direct recruitment to the post and that too, through an All-India Competitive Examination.

- (g) **Clarification by the Ministry of Finance regarding fixation of pay consequent upon issue of OM dated 16.11.2009.**

- (i) The Ministry of Finance *vide* U.O. note dated 14.12.2009 *inter alia* clarified to DOPT that the officials who were promoted as Assistants/PAs between 1.1.2006 to 31.08.2008 can opt to have their pay fixed from the date of promotion with reference to the fitment table of the upgraded scale i.e. pre-revised scale of Rs. 7450-11500, in which cases, they shall not be entitled to arrears of pay from 1.1.2006 till the date of their promotion. Thereafter, DOPT also issued instructions in this regard.
- (ii) The Lok Sabha Secretariat *vide* U.O. reference dated 29.02.2012 addressed to Department of Expenditure, Ministry of Finance *inter alia* specifically proposed that the aforesaid methodology for fixation of pay may be followed by the Secretariat as per the clarifications issued by Ministry of Finance/DOPT.
- (iii) In response, the Ministry of Finance *vide* U.O. note dated 22.03.2012 *inter alia* clarified that since grade pay higher than normal replacement grade pay have been granted by the Parliamentary Pay Committee, the scales can be stated to have upgraded. The Ministry also stated that the pay in pay band could be determined based on the fixation tables corresponding to the pre-revised scale (i.e. pay scale applicable prior to

01.01.2006). However, the Grade Pay would be the one recommended by the Parliamentary Pay Committee. The Ministry further added that the manner in which the pay is to be fixed for the Assistants of CSS and PAs of CSSS consequent upon the grant of revised pay structure of Grade Pay of Rs. 4600 in PB-2 as conveyed to DOPT *vide* Department of Expenditure U.O. note dated 14.12.2009 and to the Ministry of Petroleum & Natural Gas *vide* UO note dated 27.01.2010 is not applicable to the employees of the Lok Sabha Secretariat. The stipulations contained in these two UO notes are restricted to only the Assistants of CSS/PAs of CSS cadres. Further, OM dated 22.12.2010 & 18.03.2011 issued by DOPT are also not to be adopted for the employees of the Lok Sabha Secretariat as the applicability of the same is confined to the Assistants of CSS/PAs of CSS cadres only.

(h) Decision to fix the pay as per advice of Ministry of Finance

As the Ministry did not agree to the proposals of Lok Sabha Secretariat, it was decided to fix the pay of the employees concerned as per the advice of the Ministry of Finance.

(i) Representation from employees to fix their pay as per fitment table corresponding to pre-revised scale of pay of Rs. 7450-11500.

After fixation of pay, as advised by the Ministry of Finance, the employees in the pre-revised scale of pay of Rs. 5000-8000 [revised PB-2 + Grade Pay Rs. 4200], who were promoted to the grade of Executive Assistant & equivalent in the pre-revised scale of pay of Rs. 6500-10500 [revised PB-2 + Grade Pay Rs. 4600] during the period w.e.f. 01.01.2006 to 29.08.2008 represented to fix their pay in the grade pay of Rs. 4600 corresponding to pre-revised scale of pay of Rs. 7450-11500. They also represented that they be given opportunity to revise their option from the date of promotion.

(j) Issue of Circular for exercise of option.

After examination of the representations in consultation with Financial Advisor, a Circular No. 28268 was issued on 28.02.2014 advising employees promoted between 01.01.2006 to 29.08.2008 in the grade pay of Rs. 4600 to exercise their option for re-fixation of pay in the revised pay structure. P&AO, however, advised to seek the approval of the competent authority regarding methodology of pay fixation proposed to be followed. The matter was referred to Financial Advisor, who *inter alia* opined that fixation of pay in the manner suggested will result in indirect merger of pre-revised scales of Rs. 6500-10500 and Rs. 7450-11500.

(k) Filing of Civil Writ Petition in the High Court of Delhi by 23 employees [Civil Writ Petition No. 7047/2016].

23 employees [04 from LAFEAS and 19 are from Private Secretaries and Stenographic Service] filed Civil Writ Petition in the High Court of Delhi [Civil Writ Petition No. 7047/2016] to fix their pay in the grade pay of Rs. 4600 corresponding to pre-revised scale of pay of Rs. 7450-11500. The Civil Writ Petition has since been admitted.

(l) Gist of the Counter Affidavit filed by the Secretariat.

- (a) The decision to grant Grade Pay of Rs.4600 to the posts in the pre-revised scale of Rs. 6500-10500 as on 1.1.2006 was taken by the Department of Expenditure in the year 2009 and one of the reasons for grant of the same to Assistants of Central Secretariat was that there was an element of direct recruitment to the post and that too, through an All-India Competitive Examination. The Parliamentary Pay Committee granted higher grade pay of Rs. 4600 to Executive Assistants & equivalent and Rs. 4800 to Senior Executive Assistants & equivalent to avoid administrative difficulties in effecting promotions and maintaining the hierarchy of posts in the Secretariats. Out of 23 petitioners, 19 are from Private Secretaries and Stenographic Service of the Secretariat where direct recruitment does not take place in the Grade Pay of Rs. 4600.
- (b) Even in the case of Executive Assistants in Grade Pay Rs. 4600 [pre-revised 6500-10500], where the posts are filled up by promotion as well as direct recruitment, the promotional grades in the Secretariat are Senior Executive Assistant in Grade Pay Rs. 4800 in PB-2 [pre-revised 7450-11500] followed by Executive Officer in Grade Pay of Rs. 5400 in PB-3, whereas in the CSS cadre, the Assistants (now Assistant Section Officers) in Grade Pay Rs. 4600 in PB-2 are promoted to the post of Section Officer in Grade Pay Rs. 4800 in PB-2 and, thereafter, granted non functional pay scale of Rs.15600-39100 in PB-3 with Grade Pay Rs. 5400 on completion of 04 years of approved service in the grade.
- (c) The Secretariat is not aware as to whether other government organizations including the Hon'ble High Court of Delhi had specifically consulted the Ministry of Finance with regard to fixation of pay of employees. This aspect gains significance especially when the Ministry of Finance are of the considered view that the applicability of the related Office Memoranda is confined to the Assistants of CSS/PAs of CSS cadres only.

(d) The matter was considered in the light of the following facts:

- (i) Ministry of Finance advised that the instructions issued by them in the matter are not applicable to any category other than the Assistants of CSS/PAs of CSS cadres.
- (i) Parliamentary Pay Committee had not recommended merger of posts in the pre-revised scale of Rs. 6500-10500 and Rs. 7450-11500.
- (ii) Seventh Pay Commission was announced and its recommendations accepted by the Government have been adopted and provisionally implemented in the Secretariat.

It was, therefore, decided after discussion with Hon'ble Speaker that the pay of the employees who were promoted to the Grade Pay of Rs. 4600 after 01.01.2006 may not be fixed with reference to the fitment table corresponding to the pre-revised scale of pay of Rs. 7450-11500 viz. at Rs. 18460 [13860+4600].

The Committee were apprised that switching over to the revised pay structure after 01.01.2006 may not be beneficial to the petitioners in the light of decision taken in the matter. Accordingly, the pay of the petitioners and others has not been fixed as per option exercised by them in response to Circular No. 28268 dated 28.02.2014.

Analysis

The Committee, thus, find that that the request of employees is to fix their pay in tune with the pay of their counterparts in Central Secretariat Service (CSS). A comparative study of pay scales of Assistants of CSS and Executive Assistants of LSS/RSS and fixation of their pay is as under:-

Sl. No.	Post	Pay Scale in 5 th CPC w.e.f. 01.01.1996	Revised Pay scale w.e.f. 15.09.2006 i.e. before announcement of 6 th CPC	Revised Pay Scale in 6 th CPC w.e.f. 01.01.2006		Methodology for pay fixation adopted
				Initial	Final	
1.	Assistant of CSS	Rs.5500-175-9000	Rs.6500-200-10500	Rs.9300-34800 (PB-2) + Grade Pay Rs.4200 <i>vide</i> Ministry of Finance Notfn. dated 29.08.2008	Rs.9300-34800 (PB-2) + Grade Pay Rs.4600 <i>vide</i> Ministry of Finance OM dated 13.11.2009	Pay in pay band =13860 Grade Pay = 4600 Total =18460

2.	Executive Assistant of Lok Sabha & Rajya Sabha Sectt.	Rs.6500-200-9000	-	Rs.9300-34800(PB-2) + Grade Pay Rs.4200 [provisionally granted] vide R&CS No. PA-461/2008 dated 04.09.2008	Rs.9300-34800(PB-2) + Grade Pay Rs.4600 [granted by 4 th Parliamentary Pay Committee] vide R&CS No. PA-470/2009 dated 20.04.2009	Pay fixed as per the advice of Ministry of Finance and not in the manner stated above.
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The Committee note that till the revision of pay scale of Assistants and Personal Assistants of CSS/CSSS in November, 2009, the Executive/Legislative/Committee/Protocol Assistants and equivalent grades of Parliament Secretariat were drawing either higher or equivalent scale of pay as compared to their counterparts in Central Secretariat Service. Even after grant of higher grade pay of Rs.4600 to Assistants and PAs of CSS/CSSS Service, their scale of pay remained equal to the scale of pay of Executive/Legislative/Committee/ Protocol Assistants and equivalent of this Secretariat. However, due to the methodology followed in Parliament Secretariat, they started drawing lesser pay than their counterparts in CSS/CSSS Service.

In this regard, the Committee are of the view that historically the employees of the Secretariat are granted equal or better pay scales as compared to their counterparts in Government of India keeping in view higher educational qualification, skill, experience etc. prescribed as compared to the posts in Government of India, specialized nature of job involving higher responsibility, need for putting in long hours of duties, time bound disposal of work involving stress and strain, arduousness of job etc. As a matter of fact, keeping the abovementioned principle in mind, the 4th Parliamentary Pay Committee also granted higher Grade Pay as compared to the employees of Government of India. The Committee, therefore, feel that any methodology of pay fixation which results in employees of the Secretariat drawing lesser pay than the employees of Government of India will be against the spirit of the recommendation of the Parliamentary Pay Committee. In other words, the spirit of recommendation of Pay Committee should not be interpreted in such a manner which may construe to be disadvantageous to the employees of the Secretariat.

The Committee also feel that in the 6th Central Pay Commission, the Grade Pay was used to determine the scale of pay of employees. The 4th Parliamentary Pay Committee granted Grade Pay of Rs.4600 which implies replacement/upgradation of the pre-revised scale of pay to Rs.7450-11500 and therefore fitment table corresponding to aforesaid scale of pay ought to have been used for fixation of their pay. The Committee also note that the Parliamentary Pay Committee had not recommended merger of posts in the pre-revised scale of Rs.6500-10500 and Rs.7450-11500. The Committee feel that replacement/upgradation discussed above will not amount to merger of these scales owing to the fact that the

Parliamentary Pay Committee had simultaneously granted higher grade pay of Rs.4800 to the scale of pay of Rs.7450-11500.

The Committee also note that the pay of direct recruits who joined the service after 01.01.2006 and appointed to the pre-revised scale of pay of Rs. 6500-10500 was fixed with reference to the fitment table corresponding to higher grade pay of Rs.4600. It has also been brought to the notice of the Committee that based on the specific orders of Hon'ble Supreme Court dated 01.09.2017 (Dy. No. 23663/2017) as arising out of the original issue raised by the Trained Graduates Teachers of GNCTD in terms of their OA No. 3217/2014 before CAT and the Order of Hon'ble CAT dated 4.4.2016, which has been upheld by the Hon'ble Delhi High Court in terms of their Order dated 23.3.2017 in WP(C) No.2634/2017, the Ministry of Finance, Department of Expenditure vide OM dated 28.09.2018 adopted vide R&CS Order No. PA-542/2018 dated 12.10.2018 have decided that:-

"In respect of those posts where entry pay for direct recruits appointed on or after 1.1.2006, as per Section II of Part A of the First Schedule of CCS(RP) Rules, 2008, becomes applicable by virtue of the provision of the element of direct recruitment in the relevant recruitment rules, the pay of Central government employees who were appointed to such posts prior to 1.1.2006 and whose pay, as fixed in the revised pay structure under Rule 7 thereof as on 1.1.2006 turns out to be lower than the prescribed entry pay for direct recruits of that post, shall not be less than such entry pay w.e.f. 1.1.2006. Likewise, the pay of Central Government employees who were appointed to such posts by way of promotion on or after 1.1.2006 and whose pay, as fixed under Rule 13 of CCS(RP) Rules, 2008, happens to be lower than the said entry pay, shall also not be less than such entry pay from the date of their promotion taking place on or after 1.1.2006."

The Committee thus feel that the pay of employees who were promoted to the pre-revised scale of pay of Rs.6500-10500 after 01.01.2006 but before 29.08.2008 i.e. date of implementation of recommendation of 6th Central Pay Commission need to be fixed with reference to the fitment table corresponding to grade pay of Rs.4600.

The Committee, therefore, recommend that the pay of all those employees who were promoted to the pre-revised scale of pay of Rs.6500-10500 [granted revised pay structure of Rs.9300-34800(PB-2) plus Grade Pay of Rs.4600 by the 4th Parliamentary Pay Committee] between 01.01.2006 to 29.08.2008 may be fixed with reference to the fitment table corresponding to the Grade Pay of Rs.4600 which comes to Rs.18460 [Rs.13860 + 4600] so that their pay anomalies should not be carried forward w.e.f. 01.01.2016 while implementing the recommendations of 5th Parliamentary Pay Committee. The Committee further recommend that if the aforesaid fixation of pay results in senior Direct Recruit/promotee appointed to pre-2006 scale of pay of Rs.6500-200-10500 prior to 01.01.2006 draws less pay than persons promoted to the grade pay of Rs.4600 on or

after 01.01.2006, the pay of such seniors may be stepped up to Rs.18460 with effect from date of promotion of their juniors.

As the matter is not *sub judice* in Rajya Sabha Secretariat but it is *sub judice* in the Lok Sabha Secretariat where the petitioners have given undertaking dated 12.09.2018 to Chairperson, Parliamentary Pay Committee, stating that they will withdraw their petition in Hon'ble High Court of Delhi, if the case is settled favorably, the Committee feel that the aforesaid recommendation can be implemented straightaway in respect of employees of Rajya Sabha Secretariat and those in Lok Sabha Secretariat who have not gone to court of Law. However, in respect of employees who have gone to court of Law, the same can be implemented subject to the condition that they withdraw their petition.

S.NO.46

SAME ENTRY LEVEL PAY IN ALL SERVICES

Demands were received for uniform entry level pay of Grade Pay Rs 4200 in all the Services of the Rajya Sabha Secretariat.

The Committee were apprised that entry level pay in various Services of the Rajya Sabha Secretariat is different and is commensurate with the educational qualifications and skill required for the job.

The Committee note that the Third Parliamentary Pay Committee had also considered similar demand and had not favoured it since the nature of job and description of duties associated with the posts in different Services cannot be compared.

The Committee, therefore, recommend that *status quo* in the matter be maintained.

S.NO.47

UPGRADATION OF PAY SCALES OF VARIOUS POSTS

The Committee note that the 6th Central Pay Commission reduced the number of pay scales to 19. The Fourth Parliamentary Pay Committee upgraded pay scales in respect of 4 grades and created additional two grade pays (Rs.2200 & Rs. 8000) to maintain distinct hierarchical structure.

The 7th Central Pay Commission have continued with only 19 Pay Levels in the Pay Matrix corresponding to the pre-revised grade pay, which have been provisionally implemented in both the Secretariats.

The Committee were apprised that most of the pay scales provided upto the lowest rung of Group 'A' posts are at least one scale higher than the corresponding posts in Government of India.

Suggestions were made before the Committee by the staff belonging to the grades of Assistant Executive Officer and its equivalent, Personal Assistant, Attendant Grade III, Sanitary Attendant and Binder of the Rajya Sabha Secretariat to upgrade their respective pay scales by one Level.

The Committee feel that as these employees are already drawing higher pay scale than their counterparts in the Government of India, there is no good reason to further enhance their pay scale by one level. The Committee do not find any justification in the demand and, therefore, do not accept it.

The Committee have separately recommended that all post(s) in Grade Pay of Rs. 2200 in both the Secretariats be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016 and the post(s) in Grade Pay of Rs. 8000 be declared as dying cadre w.e.f. 01.01.2019.

S.NO.48 NON-FUNCTIONAL UPGRADATION FROM GRADE PAY RS 4800 TO RS 5400
(PB-2) /RS 5400 (PB-3)

Demands were received for non-functional upgradation of incumbents in Grade Pay of Grade Pay Rs 4800 to Rs 5400 (PB-2) / Rs 5400 (PB-3) after completion of 4 years' service in the Grade Pay Rs 4800.

The Committee were apprised that in the headquarters services comprising the Secretariats of the Ministries and Departments of the Government of India, the incumbents in the Grade Pay Rs 4800 are entitled to a non-functional upgrade after four years. Earlier the said upgrade was from Grade Pay Rs 4800 (corresponding to Level 8 in the Pay Matrix) to Grade Pay Rs 5400 (PB-3) (corresponding to Level 10 in the Pay Matrix). However, consequent upon the implementation of 7th Central Pay Commission recommendations, this non-functional upgrade is from Level 8 to Level 9 (corresponding to PB-2 + Rs 5400 Grade Pay).

The Committee were further apprised that in the headquarters services, the post of Section Officer exists in Grade Pay Rs 4800, which is a promotion post for Assistant (Grade Pay Rs 4600) and is a supervisory post. The Committee observe that in the Parliament Secretariats supervisory posts do not exist in Grade Pay of Rs 4800.

The Committee note that the pay scale in both the Secretariats upto the lowest rung of Group A are mostly one scale higher than the corresponding post in Government of India.

Considering all aspects, the Committee do not find any merit in further upgradation of pay scales and recommend that *status quo* be maintained.

**S.NO.49 MERGER OF POSTS IN GRADE PAY OF RS. 4600 WITH GRADE PAY
OF RS. 4800**

Demands were received by the Committee for merger of posts in Grade Pay of Rs 4600 and Rs 4800 in the Printing & Publication Service and the Parliament Security Service in the Rajya Sabha Secretariat.

The Committee were apprised that in both these Services there exist only one entry point and all other posts are promotion posts. The Committee were further apprised that the Second Cadre Review Committee in Rajya Sabha Secretariat had also examined similar demands and had not favoured them.

The Committee feel that reduction of number of levels, consequent upon merger will lead to loss of promotional avenues of the employees and also stagnation in future. The Committee, therefore, do not accept the demand and recommend that *status quo* be maintained.

S.NO.50 ISSUE RELATING TO PAY ANOMALY IN THE POST OF DIRECTOR IN LAFEA SERVICE OF RAJYA SABHA SECRETARIAT

Some Director rank officers in LAFEA Service of Rajya Sabha Secretariat have represented before the Committee that anomaly in their pay existing since the year 2007 due to which their juniors started drawing more pay than them be resolved.

2. The Committee were apprised that pursuant to the implementation of the First Cadre Review Committee recommendations in Rajya Sabha Secretariat in the year 2007, a new post of Assistant Director (now re-designated as Under Secretary) was created between two existing posts of Executive Officer and Deputy Director (now re-designated as Deputy Secretary) in LAFEA Service and 10 officers in the rank of Executive Officer were directly promoted to the post of Deputy Director to fill the existing vacancies in the post, whereas their juniors were first promoted to the newly created post of Assistant Director and thereafter within few months, after availability of vacancy, to the post of Deputy Director. This resulted in pay anomaly as the juniors got the advantage of pay fixation under FR 22 on account of more number of promotions in appointment to the post of Deputy Director with respect to their seniors whose pay was fixed only once under FR 22 due to their direct promotion from the post of Executive Officer to Deputy Director.

3. The Committee note that the instant pay anomaly has arisen due to administrative oversight in course of implementation of First Cadre Review Committee recommendations. The Committee also note that though the issue of pay anomaly dates back to the year 2007 and does not directly pertain within its mandate, sufficient time has lapsed and seniors in the grade are suffering for no fault of theirs.

4. The Committee feel that one of the fundamental principle of administrative prudence is that the sanctity of hierarchy is maintained and pay of no juniors should be more than their seniors, except on account of longer years of service or disciplinary pronouncements. **The Committee, accordingly, recommend that the existing pay anomaly be resolved at the earliest and justice be done to these seniors .**

A demand was received from the employees of all Services that the cadre review undertaken in 2013 & work study reports of various Services be implemented. A demand was also made before the Committee that Cadre Review be undertaken across all Services once in 3/5 years in the Secretariat.

The Committee find that the previous Parliamentary Pay Committees had expressed concern over stagnation in various categories of posts. The Second Parliamentary Pay Committee suggested that suitable provision may be made in the rules to provide for time-bound promotions in various categories of posts after a fixed period of service in order to avoid stagnation for undue long periods. The Committee also recommended that cadre reviews may be made by the respective Secretariats after every three years. The Third and Fourth Parliamentary Pay Committee also recommended that cadre reviews be undertaken every 5 years in both the Secretariats.

The Committee were informed that in the Lok Sabha Secretariat, the recommendations of the Cadre Review Committee, which presented its Report in August 2013, has not yet been implemented. The work study of various Services conducted by Organisation and Methods (O&M) Section of the Secretariat has recently been approved by the Hon'ble Speaker but not yet been fully implemented. Whereas, in the Rajya Sabha Secretariat, the recommendations of the Second Cadre Review Committee were implemented in the Secretariat in the year 2017. The Committee were also apprised that Hon'ble Chairman, Rajya Sabha has recently constituted a Review and Anomaly Committee to undertake issues arising due to implementation of Second Cadre Review in the Rajya Sabha Secretariat and other service-related matters.

The Committee note that in the Lok Sabha Secretariat, the recommendations of the Cadre Review Committee were last implemented in the year 2007. During the last decade, many procedural, systemic, infrastructural and technological changes have taken place. New Branches have been created and workload of existing Branches has undergone change. During interaction with the officers/staff, the issue of stagnation across the Services were brought to the notice of the Chairperson of the Committee.

The Committee, therefore, recommend that the best possible proposal for creation of posts/restructuring within the Service be made and steps be taken to ensure implementation of the proposal in a month. The Committee reiterate that Cadre Reviews be held and implemented every 5 years in the Secretariat in order to avoid stagnation in various grades for undue long periods.

S.NO.52 ISSUES RELATED TO IMPLEMENTATION OF RECOMMENDATIONS OF THE SECOND CADRE REVIEW

Various demands were received by the Committee from the employees of the Rajya Sabha Secretariat regarding modifications in the existing promotion schemes, including reduction in the time-period for promotion, re-introduction of combined grades, waiver of mandatory residency period of one year for *in situ* promotion to the next higher post, counting of service in the pay scale of Director after financial upgradation for next promotion, etc. Some employees have also demanded introduction of Time Scale Promotion Scheme on the lines of Lok Sabha Secretariat.

The Committee were apprised that the genesis of these demands is post implementation of the recommendations of the Second Cadre Review Committee.

The Committee were further apprised that a Review & Anomaly Committee has been constituted by the Hon'ble Chairman, Rajya Sabha to undertake issues arising due to implementation of the Second Cadre Review. **The Committee have separately recommended speedy submission of Review and Anomaly Committee report.**

The Committee feel and recommend that the Recruitment Rules, hierarchical structure and time based promotion policy should, as far as possible, be similar in both the Secretariats.

The Committee note that the posts in the Lok Sabha Secretariat are excluded from the purview of Union Public Service Commission (UPSC) under the provisions of UPSC (Exemption from Consultation) Regulations, 1958.

The Committee were informed that appointment to the posts in the Secretariat is made either by promotion, deputation or direct recruitment as may be prescribed by the Speaker from time to time. There is a Joint Recruitment Cell for conducting examinations/interviews for recruitment to various posts in the Lok Sabha Secretariat. Similarly, the Rajya Sabha Secretariat has set up a separate recruitment cell to cater to its requirement.

A demand was received by the Committee to have a Special Recruitment Commission for Lok Sabha Secretariat.

The Committee were informed that the Committee on Budget of Lok Sabha at their sittings held on 19.11.2010 and 31.10.2011 had recommended that in order to standardise the recruitment process and attracting best talents available in the market, mechanism such as Parliament Service Commission or Parliament Recruitment Board may be considered.

The Committee were informed that with a view to bringing more transparency and also to provide highly capable and experienced persons with the requisite expertise in parliamentary work, an in-principle approval for constitution of Parliament Service Commission for recruiting officers and staff in Lok Sabha Secretariat as well as in Rajya Sabha Secretariat was granted by Speaker on 29.06.2012. However, the follow up action could not be completed due to certain administrative reasons in both the Secretariats.

The Committee find that there has already been a delay in constituting the Parliament Service Commission due to certain administrative reasons despite the Speaker approving the proposal six years back.

The Committee recommend that immediate steps be taken for constitution of the proposed Commission and desire both the Secretariats to work together. The Committee also feel that once the proposed Commission starts functioning, the Secretariats of the State Legislatures may take a decision to join it thereby leading to selection of talented/skilled personnel for the State Legislature Secretariats as well. This will also pave the way for setting up an All India Legislative Service in near future.

The Committee further recommend that till the proposed Commission is set up, a Committee comprising Officers from Administration, Recruitment Cell of the respective Secretariat and a Domain expert be constituted to suggest format and standard of question paper, scheme of examination and other modalities/safeguards relating to conduct of examination.

Various divergent demands were made before the Committee with regard to the posts of Joint Secretary, Additional Secretary and Secretary. These include increasing/rationalizing these posts, reducing the qualifying service for promotion from three to two years, encadrement of the posts at the level of Joint Secretary on the basis of specialized nature of work performed by respective Service, creation of 02 posts of Additional Secretary in LARRDI Service – 01 each for Bureau of Parliamentary Studies and Training (BPST) and Speaker's Research Initiative (SRI), discontinuation of common seniority in the grade of Director for appointment to the grade of Joint Secretary. Another view was that the existing policy of common seniority for all Services at Director level may continue and there is no need for Service specific Joint Secretary.

The Committee were informed that in January, 2007, 03 posts of Additional Secretary and 11 posts of Joint Secretary were in existence in the Secretariat. The Committee were also informed that the Indian Institute of Management (IIM)-C, which conducted cadre review in the year 2006 and submitted its report in January, 2007 *inter alia* recommended increase in posts of Additional Secretary, Joint Secretary and also encadrement of some of posts of Joint Secretary. Based on administrative analyses on the recommendations of IIM-C, 05 posts of Joint Secretary and 01 post of Additional Secretary were created in the year 2007, thereby increasing the strength of Additional Secretary from 3 to 4 and that of Joint Secretary from 11 to 16.

The Committee were also apprised that the recommendation of IIM-C regarding encadrement of some of posts of Joint Secretary was not accepted. The Committee also note that the Fourth Parliamentary Committee (2009) did not agree to the service specific encadrement of the post(s) of Joint Secretary and Additional Secretary in Lok Sabha Secretariat.

It was also brought to the notice of the Committee that the Cadre Review Committee, which presented its Report in August 2013, had assessed the quantum of work load at the senior management levels and did not find any justification for an increase in the number of posts of Secretary/Additional Secretary/Joint Secretary.

The Committee, however, find that during the last 11 years, the strength of Additional Secretaries and Joint Secretaries has remained the same and no exhaustive work study has been conducted by Organisation and Methods Section of the Secretariat with regard to quantum of work handled by Officers at these levels. The Committee feel that there is a need to re-assess the quantum of work being handled by Additional Secretaries/Joint Secretaries.

The Committee, therefore, recommend that the work study of Additional Secretaries and Joint Secretaries be conducted within a period of six months to assess the quantum of work handled by them. The Committee also recommend that the Officers holding the post(s) of Joint Secretary/Additional Secretary should at least possess the educational qualifications of Graduation.

**S.NO.55 CREATION OF POSTS OF ADDITIONAL SECRETARY, JOINT SECRETARY
AND DIRECTOR IN THE RAJYA SABHA SECRETARIAT**

Suggestions were received for creation of a post of Additional Secretary for three Services of the Rajya Sabha Secretariat, i.e. Verbatim Reporting Service, Simultaneous Interpretation Service and Editorial & Translation Service, and for one post of Joint Secretary and at least two posts of Director in the Private Secretaries and Stenographic Service.

The Committee were apprised that the Recruitment Rules in the Rajya Sabha Secretariat have been recently amended, *vide* R&CS Order No. 1/2018 dated the 21st March, 2018, to incorporate the methods of recruitment and eligibility conditions for appointment to the posts of Secretary, Additional Secretary and Joint Secretary in the Secretariat.

The Committee note that as per these Rules, the post of Additional Secretary in the Rajya Sabha Secretariat is not cadre specific. However, the post of Joint Secretary is encadred, with 8 posts for LAFEA Service and 1 each for LARRDIS, SIS, VRS and E&T Service.

The Committee were also apprised that the Second Cadre Review Committee, constituted in the year 2014, had *inter alia* made a comprehensive analysis of the requirement of number of posts in various Services of the Secretariat, including at the level of Joint Secretary and above and that Committee has recommended that the number of posts in the grades of Joint Secretary and above should remain unchanged. Further, though the Committee had recommended overall increase in the cadre strength from 95 to 112 in the Private Secretaries and Stenographic Service, no increase was proposed in the strength of Director (PSSS).

The Committee note that the recommendations of the 2nd Cadre Review Committee in Rajya Sabha Secretariat have already been implemented in the year 2017.

The Committee observe that there has been no material change in the situation, thereafter.

The Committee, therefore, do not favour the above demands and recommend that *status quo* be maintained.

**S.NO.56 DEPUTATION BE RESORTED TO ONLY WHEN ELIGIBLE/QUALIFIED
OFFICER IS NOT AVAILABLE WITHIN THE SECRETARIAT**

Suggestions were received that deputation be resorted to only when eligible / qualified officer is not available within Secretariat. It was also suggested that bringing Officers on deputation be stopped as it affects the interests of in-house Officers. Some of the employees specifically demanded that the provisions for deputation at Joint Secretary, Additional Secretary and Secretary level be removed. The employees of the Rajya Sabha Secretariat also demanded that posts up to the level of Secretary may invariably be filled only from the officers of Rajya Sabha Secretariat in tune with the spirit of Article 98 of the Constitution and there should be no deputation/ contractual hiring in the Secretariat.

The Committee note that the Third Parliamentary Pay Committee did not agree with the suggestion that the appointment of Officers on deputation basis to the Lok Sabha Secretariat be restricted in view of the fact that the Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1955 specifically provide for deputation as a method of appointment.

The Committee also note that similar provisions exist in the Rajya Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1957. The Committee, thus, find that the aforesaid Rules in both the Secretariats give enough flexibility and latitude to Chairman and Speaker in making appointments for efficient and effective working of the Secretariats. The Committee also feel that deputation enables exchange of ideas of various organizations. Therefore, the appointment through deputation may have to be resorted to in the exigencies of administration. The Committee also find that the posts of Joint Secretary and above are selection posts and appointments to these posts are at the discretion of Chairman/Speaker. The Committee, therefore, do not agree with the suggestions.

S.NO.57

TRANSFER POLICY

The Committee received suggestions that the officers/staff of the Secretariat be transferred after a specific period, say between three to five years to other Branches.

The Committee note that the third Parliamentary Pay Committee (2001), which had also received similar suggestions from the employees of the Rajya Sabha Secretariat had recommended that the same may be dealt with administratively.

The Committee feel that a concrete transfer policy is a pre-requisite for effective use of available human resource in an organization. The rotation of the employees not only gives them exposure to variety of work being undertaken by various Branch(es), but also sharpens their skills thereby ensuring their overall growth. It also helps in avoiding development of vested interests especially in respect of sensitive posts.

The Committee note that in the Services like Verbatim Reporting and Interpreters, there is no scope for transfer as the nature of work performed by the employees in various grades in the respective Service is identical in nature and the employees are housed at the same place. **The Committee, however, feel that in respect of other Services, the Secretariats should have 'Transfer Policy', which should provide for both a minimum as well as maximum tenure. The staff working in sensitive posts be strictly rotated after every three/four years to avoid developing vested interests.**

SETTING UP OF GRIEVANCE REDRESSAL MECHANISM FOR REDRESSAL OF INTER-SERVICES AND WORK RELATED CONFLICTS/DISPUTES ON THE LINES OF CAT

A demand was made before the Committee by the employees of Lok Sabha Secretariat for setting up of grievance Redressal mechanism for redressal of inter-Services and work related conflicts/disputes on the lines of CAT.

The Committee note that the Central Administrative Tribunal Act, 1985 is not applicable to persons appointed on the secretarial strength of the Secretariats. The Committee also note that based on the recommendations of the Third Parliamentary Pay Committee (2001), a Grievance Redressal Committee was set up with the approval of Speaker in the year 2005 to look into the grievances of the employees of the Secretariat. The Committee comprising Officers from Official Side and Staff Side considers the matters relating to conditions of service and welfare of the serving employees of the Secretariat. While the Chairman of the Committee is from Official Side from amongst Secretary/Additional Secretary with 02 members from amongst Joint Secretaries of the Secretariat, the Staff Side comprises of President, General Secretary and representative of Service concerned of Lok Sabha Employees Association. The Joint Secretary in-charge of Welfare Branch, which provides secretarial assistance to the Committee is the *ex-officio* Member Secretary of the Committee. The Committee gives its recommendations to the Secretary-General.

The Committee, thus, find that while a Grievance Redressal System is already in place in the Lok Sabha Secretariat, there has been increase in court cases pertaining to service related matters in the recent past. In the opinion of the Committee, the existing system for redressal of grievances needs to be strengthened by taking effective steps so as to minimise judicial interventions thereby saving the time, energy and money on the part of both the parties.

The employees of the Raja Sabha Secretariat demanded (i) provision of an efficient and effective Grievance Redressal Mechanism for redressal of bonafide grievances of the employees of the Secretariat, (ii) creation of a full-fledged Section for Welfare activities, with adequate staff and infrastructure, (iii) setting up of Joint Consultative Machinery (JCM) in the Secretariat on the lines of JCM Scheme of the Government of India, (iv) introduction of a system of inter-Secretariat Joint Consultative and Coordination Machinery (JCCM) between the Secretariats of Parliament so that the common issues pending for long due to non-consultation may be settled in a time-bound manner (v) constitution of a Permanent Anomaly Committee to resolve issues of stagnation and anomalies in various services.

The Committee were apprised that the following mechanisms presently exist in the Raja Sabha Secretariat for redressal of grievances of the employees.

- (i) Grievance Redressal Committee to look into the complaints/ grievances of officers/ members of staff.
- (ii) Internal Complaints Committee to provide protection against sexual harassment of women employees of the Secretariat.
- (iii) Welfare Section to provide welfare activities, secretarial assistance to Grievance Redressal Committee and look after the concerns of retired employees.
- (iv) Raja Sabha Secretariat Employees' Association, constituted in the year 2008 with the aim similar to that of Joint Consultative Machinery (JCM) in vogue in the Central Secretariat, to take up the common service interests of all the employees of the Secretariat with the administration and to act as an interface between the administration and the employees.

The Committee, thus, find that within the existing framework, the employees of the Secretariat have sufficient recourse for redressal of their grievances. The Committee would, however, recommend formal interaction of Secretary-General, at regular intervals, with the Office bearers of the Association of the respective Secretariat.

As regards the demand for inter-Secretariat consultation, the Committee were apprised that in the past, the Secretaries-Generals of both the Secretariats used to interact to discuss issues common to both the Secretariats. However, the practice has been discontinued for the last 15-20 years. The Committee would like restoration of formal interaction of both the Secretaries-General at regular intervals so as to resolve issues of mutual concern.

S.NO.60

**PARITY IN PROMOTION IN ALL THE SERVICES OF
LOK SABHA SECRETARIAT**

Suggestions were made for maintaining parity in promotion in all the Services of Lok Sabha Secretariat. It was also demanded that creation of posts without proper work study be discouraged.

The Committee were apprised that in the Lok Sabha Secretariat there are eleven Services. The functioning, manpower, job requirement, expertise in the context of skill/technical knowledge varies from one Service to another and therefore cannot be compared. The entry level in various Services is also not the same. Promotion in all the Services are made in accordance with the existing Promotion Policy. The parameters of promotion cannot be same in all the Services and therefore no comparison can be made on this account.

The Committee note that with regard to equal opportunities of promotions, the third Parliamentary Pay Committee had noted that as per the observations by the Parliamentary Pay Committee (1999), there cannot be parity in Services within the Secretariat in determining promotional avenues. The Committee had also pointed out that the nature of job and description of duties associated with the posts in different Services cannot be compared.

The Committee, after taking into account the above factors, find no justification for parity in promotion in all the Services of Lok Sabha Secretariat. The Committee have separately recommended that the Cadre Review of each Service be conducted every five year and implemented. The Committee agree with the suggestion that as far as possible, bulk creation of posts without proper work study be discouraged.

Demands were received that an in-situ promotion scheme on the lines of the Scheme of the Rajya Sabha Secretariat be introduced in the Lok Sabha Secretariat. A demand was also received that the Directors accorded Time Scale Placement be granted in-situ promotion to the post of Joint Secretary.

The Committee were informed that a Time Scale Placement Scheme was introduced in the Lok Sabha Secretariat w.e.f. 01.01.2011 after consultation with the Ministry of Finance under which the employees get placement to their next higher Level after completing one year more than the minimum period of service prescribed for promotion in the grade. The Committee were apprised that while such Scheme does not exist in the Rajya Sabha Secretariat, they have an in-situ promotion Scheme for their employees.

The Committee note that while the employees of the Lok Sabha Secretariat have demanded introduction of in-situ promotion Scheme on the lines of the Scheme of the Rajya Sabha Secretariat, the employees of the Rajya Sabha Secretariat have requested for introduction of Time Scale Placement Scheme on the lines of the Scheme of Lok Sabha Secretariat. Certain suggestions for improvement of in-situ promotion Scheme have also been received from the employees of the Rajya Saha Secretariat. The Committee have separately dealt with the demands of the employees of the Rajya Sabha Secretariat.

With regard to the demand of the employees of the Lok Sabha Secretariat, the Committee find that the Time Scale Placement Scheme adequately takes care of stagnation component. The Committee, therefore, do not consider it necessary to introduce another Scheme like in-situ promotion in the Lok Sabha Secretariat.

The Committee, however, reiterate that Time Scale Placement Scheme/in-situ promotion Scheme is a fall back option in the event of promotions not taking place. The Committee firmly believe that the cadre structure needs to be reviewed periodically to harmonise the functional needs of the Secretariat and career progression of the employees. With a view to mitigating the problem of stagnation, the Committee have separately recommend to review the cadre structure.

A suggestion was received by the Committee to make provision for Gender Audit. The Committee considered the suggestion and observe that gender audit enhances the collective capacity of an organization to examine its activities and functioning from gender perspective and helps in identification of its strengths and weaknesses in promoting gender equality issues. It assesses the extent to which gender equality is effectively institutionalised in the policies, programmes, organisational structures and proceedings (including decision-making processes) and in the corresponding budgets. It also documents good practices towards the achievement of gender equality.

The Committee were informed that the appointment on the posts filled up by direct recruitment is merit-based and gender has no specific consideration at induction stage. The Committee were apprised that out of 2275 regular employees, 1808 are male and 467 are female. While the overall male/female ratio is 4:1, at Additional Secretary and Joint Secretary level, it is 3:1 and 3:2 respectively. The Committee also note that amongst various Services, Private Secretaries and Stenographic Service has the maximum representation of females.

The Committee feel that at present while there is reasonable representation of females in the Secretariat in general, their representation at decision making level is satisfactory. The Committee, however, opine that with a view to further improving the representation of females in the Secretariat, at the time of inviting applications for various categories of posts a reference be made to the effect that “the Secretariat strives to have a workforce which reflects gender balance and women candidates are encouraged to apply”. Simultaneously, a systemic provision for gender audit may be institutionalized.

S.NO.63 **UTILISATION OF VACANCIES IN THE GRADE OF EO/CO/PO/ LO TO
REGULARIZE THE IN-SITU PROMOTEES**

Demands were received from Assistant Executive Officers of the Rajya Sabha Secretariat granted in-situ promotion for regularization of their services by utilizing the vacancies earmarked for departmental examination in the grade of Executive Officer. A reference was also received from a Member of Parliament to review the number of vacancies arbitrarily set aside for departmental quota.

The Committee note that the 2nd Cadre Review Committee in Rajya Sabha Secretariat recommended filling up of 10% vacancies in the grade of EO/CO/PO/LO through departmental examination. However, the departmental quota was increased to 25% as it was felt that 10% of the vacancy was too less and at time may not bring even one vacancy in a year.

The Committee were apprised that the Hon'ble Chairman, Rajya Sabha has constituted Review and Anomaly Committee to redress anomalies, if any caused after the implementation of 2nd Cadre Review Committee in the Secretariat and 'merit based *upward* mobility of employees' is one of the terms of reference of the Review and Anomaly Committee.

The Committee, would expect the Review and Anomaly Committee to submit its report speedily, and follow up action is also taken in a time bound manner.

S.NO.64

CLERICAL SERVICE TO BE MADE PART OF LAFEA SERVICE

A demand was received from the employees belonging to Clerical Service of the Lok Sabha Secretariat that the Service may be made part of LAFEA Service, as in the case of the Rajya Sabha Secretariat.

The Committee note that recently the nomenclature of the posts of Senior Clerk and Junior Clerk, which form the Clerical Service, was revised as Senior Secretariat Assistant and Secretariat Assistant respectively. However, the nomenclature of the Service continues to be Clerical Service. The Committee also note that the members of the Service become part of LAFEA Service once they are promoted to the grade of Executive Assistant from Senior Secretariat Assistant.

The Committee, thus, note that the promotional hierarchy of Clerical Service exists in LAFEA Service. The Committee have also separately recommended upgradation of Grade Pay attached to the posts of Secretariat Assistant and Senior Secretariat Assistant and assigning higher responsibilities to these posts. The Committee were also apprised that in the Rajya Sabha Secretariat, Secretariat Assistants and Senior Secretariat Assistants form part of LAFEA Service.

The Committee, therefore, find justification in the demand and recommend that Clerical Service be made part of LAFEA Service and appropriate orders to this effect be issued.

Demands were received by the Committee for grant of Grade Pay of Rs. 4200 to Secretariat Assistants and Rs. 4600 to Senior Secretariat Assistants.

The Committee note that the post of Secretariat Assistant in both the Secretariats is in the pay band of Rs.5200-20200 (PB-1) + GP Rs. 2400. The essential educational qualifications for the post in both the Secretariats is graduation with typing speed of 40 words per minute. The Committee were apprised that the corresponding level post in Supreme Court of India is Junior Court Assistant which is in the pay band of Rs.9300-34800 (PB-2) +Grade Pay of Rs.4200 and is filled with persons having minimum educational qualifications of Graduation and typing speed of 35 words per minute.

The Committee were also informed that in the pre-2006 pay structure, the post of Secretariat Assistant (earlier nomenclature of Junior Clerk) and Junior Court Assistant were in the identical scale of pay of Rs.4000-6000. However, after implementation of the recommendation of the 4th Parliamentary Pay Committee with effect from 01.01.2006, the post of Secretariat Assistant in both the Secretariats was placed in the Grade Pay of Rs.2400 whereas the post of Junior Court Assistant in the Supreme Court of India was placed in the Grade Pay of Rs.2800 by 6th Pay Commission.

Consequent upon implementation of the recommendations of the 7th Central Pay Commission, the post of Junior Court Assistant in Grade Pay of Rs. 2800 was upgraded to Grade Pay of Rs. 4200 keeping in view the educational qualifications of graduation, knowledge of computer operation with a stipulated typing speed in computer, nature of duties and degree of efficiency, integrity and confidentiality attached to the post.

The Committee, thus, observe that while the educational qualifications for the post of Secretariat Assistant and Junior Court Assistant are identical viz. graduation, the typing speed required for the post of Secretariat Assistant is higher than the speed prescribed for the post of Junior Court Assistant in Supreme Court.

The representationists have contended that in the Delhi High Court, Delhi Subordinate Courts and in autonomous organizations like Delhi Transco Ltd., NDMC, etc., though eligibility conditions are of lesser standard than those prescribed in both the Secretariats, the pay scale attached to the corresponding posts are higher, ranging from Grade Pay of Rs. 2800 to Grade Pay of Rs. 4200. Further, in both the Secretariats, the Grade Pay of Secretariat Assistant is presently at par with some of the posts filled up by direct recruitment like Staff Car Driver (Ordinary Grade), Reprographer Grade-II, etc. where the required educational qualifications and skills are much lesser than those prescribed for the post of Secretariat Assistant.

The Committee, thus, feel that in view of higher Grade Pay being provided to employees with similar or relatively lesser skills in other organizations and similar Grade Pay in some of the posts filled up by direct recruitment involving lesser educational qualifications and skills in both the Secretariats, there appears to be merit in the demand of Secretariat Assistants for grant of higher Grade Pay.

The Committee, therefore, recommend that the post of Secretariat Assistant in both the Secretariats be upgraded from Grade Pay of Rs. 2400 in PB-1 to Grade Pay of Rs.4200 in PB-2 w.e.f. 01.01.2016. Presently, the duties attached to the post of Secretariat Assistant are primarily confined to providing typing assistance. As the post is now proposed to be upgraded, the Committee would also recommend assigning higher responsibilities to the incumbents holding the post *inter alia* including processing of files *in addition to* the typing work and grooming them as an independent dealing hand.

This necessitates upgradation of post of Senior Secretariat Assistant, which is in Grade Pay of Rs. 4200 and also the promotional post for the grade of Secretariat Assistant to Grade Pay of Rs. 4600 w.e.f. 01.01.2016. As this post is also now proposed to be upgraded, the Committee would also recommend assigning higher responsibilities to the incumbents holding the post *inter alia* including examination of cases and processing of files etc. The Committee have separately recommended upgradation of posts of Executive Assistants in Grade Pay of Rs. 4600, which is the promotional grade of Senior Secretariat Assistant to Grade Pay of Rs. 4800 attached to the post of Senior Executive Assistant, which also is in Grade Pay of Rs. 4800.

As the feeder and promotional grade will get merged w.e.f. 01.01.2016, the junior most person holding promotional post as on 31.12.2018 will rank senior to all those holding the feeder post as on 31.12.2018.

S.NO.66 **UPGRADATION OF THE POSTS OF EXECUTIVE ASSISTANT IN LAFEA SERVICE & AMENDMENT IN RECRUITMENT RULES FOR THE POST**

Demands were received from the Executive Assistants of LAFEA Service that the post of Executive/Legislative/Committee/Protocol Assistant in Grade Pay of Rs. 4600 may be merged with promotional post of Senior Executive/Legislative/Committee/ Protocol Assistant in Grade Pay of Rs. 4800 and nomenclature of the post of Senior Executive Assistant may be revised as Assistant Executive Officer on the lines of Rajya Sabha Secretariat. Demands were also received to merge the post of Senior Executive Assistant with the post of Executive Officer in Grade Pay Rs. 5400 in PB-3 and persons having combined service of 11 years in the grade of Executive Assistant and Senior Executive Assistant be given financial up-gradation in Grade Pay Rs. 5400.

I. UPGRADATION OF THE POST OF EXECUTIVE/LEGISLATIVE/COMMITTEE/PROTOCOL ASSISTANT

The Committee note that in the Lok Sabha Secretariat, the post of Executive Assistant is filled up by dual modes viz. direct recruitment and promotion from the feeder grade of Senior Secretariat Assistant, whereas in the Rajya Sabha Secretariat, the post of Executive Assistant has been merged with that of Senior Executive Assistant and the post has been re-designated as Assistant Executive Officer. Consequently, in the Rajya Sabha Secretariat, direct recruitment now takes place at the level of Assistant Executive Officer in Grade Pay of Rs.4800.

The Committee observe that the duties attached to the post of Executive Assistant and the promotional post of Senior Executive Assistant are similar in nature. The Committee feel that if the posts of Senior Executive Assistant and Executive Assistant are not merged in Lok Sabha Secretariat, it will loose out in terms of quality of recruitment from the open market vis-à-vis Rajya Sabha Secretariat as the candidates from open market will prefer the post in higher grade pay with superior designation.

The Committee, therefore, recommend that the post of Executive/Legislative/Committee/Protocol Assistant be upgraded to Grade Pay of Rs. 4800 and merged with the post of Senior Executive/Legislative/Committee/Protocol Assistant w.e.f. 01.01.2016 and the post may be re-designated as Assistant Executive/Legislative/Committee/Protocol Officer w.e.f. the date of implementation of the Report. As the feeder and promotional grade will get merged w.e.f. 01.01.2016, the junior most person holding promotional post as on 31.12.2018 will rank senior to all those holding the feeder post as on 31.12.2018.

The consequential changes due to the proposed upgradation are discussed in the succeeding paragraphs.

(a) **Revision of eligibility conditions for the post of Executive/Legislative/ Committee/ Protocol Officer**

The Committee note that presently the eligibility conditions for promotion to the grade of Executive/Legislative/Committee/Protocol Officer is 05 years service in the grade of Senior Executive Assistant or 10 years combined service in the grade(s) of Senior Executive Assistant and Executive Assistant.

With the proposed upgradation of the post of Executive Assistant, the existing eligibility conditions for the post of Executive/Legislative/Committee/Protocol Officer need to be revised.

The Committee, therefore, recommend that the eligibility conditions for promotion to the post of Executive/Legislative/Committee/Protocol Officer may be by selection from persons in the grade of Assistant Executive Officer [presently Senior Executive / Legislative / Committee / Protocol Assistant] with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Assistant Executive Officer [presently Senior Executive/ Legislative/ Committee/ Protocol Assistant] and Executive/ Legislative/ Committee/ Protocol Assistant [now proposed to be upgraded] and Senior Secretariat Assistant.

(b) **Increase in cadre strength of Executive Officer**

The Committee observe that there is acute stagnation in the grade of Senior Executive/Legislative/Committee/Protocol Assistant and Executive/Legislative /Committee /Protocol Assistant and one of the reasons for stagnation in the grades of Senior Executive Assistant and Executive Assistant is that the cadre strength of Executive Officer is very less. Further, 25% vacancies arising in the grade of Executive Officer get earmarked for direct recruitment quota.

The Committee are of the considered view that while it is important to infuse young minds in the entry level Group 'A' post of Executive Officer, it is equally important to keep the Senior Executive Assistant/Executive Assistant motivated.

The Committee, therefore, recommend that the cadre strength of Executive/Legislative/Committee/Protocol Officer be increased sufficiently, by upgrading some of the posts of Senior Executive/Legislative/Committee/Protocol Assistant to the level of Executive/Legislative/Committee/Protocol Officer.

(c) Increase in direct recruitment quota in the grade of Assistant Executive Officer

The Committee also note that presently 50% of the posts in the grade of Executive Assistant are being filled through direct recruitment from the Open market and remaining 50% posts by promotion from the feeder grade of Senior Secretariat Assistant.

Presently, the sanctioned strength of Senior Secretariat Assistant is 100. After the proposed upgradation of the post of Executive Assistant, the number of posts earmarked for promotion in the recommended grade of Assistant Executive Officer will become more than the sanctioned strength of the feeder grade of Senior Secretariat Assistant. This needs to be rationalized by increasing the direct recruitment quota in the grade of Assistant Executive Officer.

The Committee, therefore, recommend that the quota for filling up the proposed post of Assistant Executive Officer by direct recruitment be increased beyond 50%.

(d) Revision of existing scheme of examination to assess the candidates

As regards direct recruitment to the post of Assistant Executive Officer, the Committee are of the view that with the computerization and introduction of eOffice in the Secretariat, there is a need that the candidates should not only possess proficiency in typing on computer but should also know the basic computer operation in MS Office viz. Word, Excel, Power Point, etc.

As far as proficiency in typing on computer is concerned, the Committee were informed that the Executive Assistants appointed through direct recruitment are required to pass a typing test on computer for release of second and subsequent increment(s).

The Committee firmly believe view that such system should continue, however the aforesaid provision may be made part of the Recruitment Rules and candidates be informed about the requirement of passing the typing test on computer at the time of applying for the said post.

As regards proficiency in basic computer operation, the Committee recommend that the existing scheme of examination be revised suitably to assess candidates on these parameters prior to their initial recruitment in the Secretariat. However, the proposed assessment be qualifying in nature.

II. MERGER OF THE POST OF SENIOR EXECUTIVE ASSISTANT WITH THE POST OF EXECUTIVE OFFICER

In view of the proposed upgradation of the post of Executive Assistant to the post of Senior Executive Assistant and consequential changes proposed by the Committee as discussed above, the Committee do not find any justification in the demand for merger of the post of Senior Executive / Legislative / Committee / Protocol Assistant with the post of Executive / Legislative / Committee / Protocol Assistant Officer in Grade Pay Rs. 5400 in PB-3.

With regard to the demand that the persons having combined service of 11 years in the grade of Executive Assistant and Senior Executive Assistant be given financial upgradation in Grade Pay Rs. 5400, the Committee find that the Time Scale Promotion Scheme, 2011 adequately takes care of financial upgradation after a specified period of time. The Committee, therefore, do not accept the demand.

S.NO.67 DISCONTINUATION OF DEPARTMENTAL EXAMINATION FOR THE POST OF SECRETARIAT ASSISTANT

The Committee note that presently the post of Secretariat Assistant, which is the entry level post in Clerical Service, is being filled up 75% by direct recruitment from open market from candidates possessing educational qualifications of graduation and 25% through departmental examination from the candidates possessing educational qualifications of Intermediate.

The promotional grade of Secretariat Assistants is Senior Secretariat Assistant. Thereafter, they grow in the hierarchy of LAFEA Service viz. Executive Assistant, Senior Executive Assistant, Executive Officer and above.

The Committee were apprised that persons appointed to the post of Secretariat Assistant through departmental examination are generally not able to cope with the job profile of the post especially when they are promoted to higher levels, where analysis and thorough examination of the case is required. The Committee were also apprised that keeping in view their educational qualifications and aptitude, the services of some of the direct recruit Secretariat Assistants having analytical abilities are being utilized for examination of cases. The Committee have also separately recommended upgradation of posts of Secretariat Assistant to Grade Pay of Rs. 4200 in PB-2, enhancement of the work profile of the post and utilizing the incumbents for processing of files in addition to typing work.

The Committee, therefore, recommend that the departmental examination for the post of Secretariat Assistant be discontinued and, in future, the post be filled 100% by direct recruitment from open market. Further, in view of the modernization of Secretariat, introduction of e-Office, digitization and other technical interventions, the Committee recommend that candidates for the post of Secretariat Assistant may also be assessed in handling basic computer operation viz. MS Word, MS Excel, Power Point prior to their recruitment in the Secretariat, which may be qualifying in nature.

**S.NO.68 DISCONTINUANCE OF DIRECT RECRUITMENT AT EXECUTIVE OFFICER
AND RESEARCH/REFERENCE OFFICER**

Demands were made that direct recruitment at Executive Officer (EO) and Research/Reference Officer(RO) level be discontinued and all the vacancies be filled up only through promotion.

The Committee were informed that the direct recruitment quota in these Grades was reduced from 50% to 25% in the 2015 to accommodate the employees stagnating in the feeder grade (s). Thus, at present the proportion of posts to be filled up in the grade of Executive Officer and Research/Reference Officer is 75% through Promotion Quota and 25% through Direct Recruitment.

The Committee feel that direct recruitment is necessary at the lowest rung Group 'A' posts of Executive Officer and Research/Reference Officer so as to have a talent pool of qualified young candidates from open market. The Committee, therefore, do not agree with the demand to remove direct recruitment quota.

**S.NO.69 DEPARTMENTAL EXAMINATION FOR THE POSTS OF SENIOR
EXECUTIVE ASSISTANT AND EXECUTIVE OFFICER**

A suggestion was received by the Committee for conducting departmental examination for the posts of Senior Executive Assistant and Executive Officer at regular intervals.

The Committee note that at present provisions of departmental examination exist from Secretariat Assistant to Senior Secretariat Assistant, which is the feeder grade of Executive Assistant. The Committee have separately proposed upgradation of post of Executive Assistant to Senior Executive Assistant. Accordingly, the direct recruitment which used to take place at Executive Assistant level will now take place at Senior Executive Assistant level for which more than 50% quota has been proposed.

The Committee feel that conducting departmental examination at Senior Executive Assistant level will affect the promotional avenues of Senior Secretariat Assistants who had rendered more than 10 years service in the Secretariat. The Committee, therefore, do not agree with the suggestion to conduct departmental examination in the grade of Senior Executive Assistant.

The Committee were informed that the promotion quota in the Grade of Executive Officer was increased from 50% to 75% in the 2015 to accommodate the employees stagnating in the grade of Senior Executive Assistant. The Committee were also informed that the issue of stagnation has not yet been addressed and more than 100 persons are eligible for promotion in the grade. The Committee, therefore, do not agree with the suggestion to conduct departmental examination in the grade of Executive Officer.

S.NO.70

INCREASE IN QUOTA FOR DEPARTMENTAL EXAMINATIONS.

Demands were made before the Committee by the employees of the Rajya Sabha Secretariat that quota prescribed for departmental examination for appointment to the grade(s) of Secretariat Assistant and Stenographer may be 50% and 25% respectively.

The Committee note that the provision of filling up 25% vacancy for the post of Secretariat Assistant through departmental examination already exists in the recruitment rules. Further, in Private Secretaries and Stenographic Service, the post of Stenographer is the entry grade and is filled up by direct recruitment and 50% of vacancies in the next higher grade of Personal Assistant are filled through departmental examination from amongst Stenographers.

The Committee were apprised that for the employees of Rajya Sabha Secretariat, there is no age bar to appear in open examination, subject to their fulfilling other eligibility conditions.

The Committee, thus, find that there is sufficient scope for in-house meritorious employees of the Rajya Sabha Secretariat for appointment to the posts of Secretariat Assistant and Personal Assistant through departmental quota/direct recruitment. The Committee, therefore, recommend that the *status quo* be maintained.

S.NO.71 EDUCATIONAL QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POST OF EXECUTIVE/LEGISLATIVE/COMMITTEE/PROTOCOL OFFICER

A demand was made for change in the minimum educational qualifications for direct recruitment to the post of Executive/Legislative/Committee/Protocol Officer from Master's Degree to Bachelor's Degree as in the case of Civil Services Examination (CSE) conducted by UPSC.

The Committee were informed that at present the minimum educational qualifications for direct recruitment to the post of EO conducted by Lok Sabha Secretariat is Master's Degree in any discipline or Two-years Post Graduate Diploma in any discipline recognised by AICTE or L.L.B. Degree or Qualified Cost Accountant/ Chartered Accountant/Company Secretary, whereas for Civil Services Examination conducted by UPSC, it is degree from any of the Universities incorporated by an Act. The recruitment process for the examination comprises Preliminary Examination, Main Examination and Interview.

Considering the specialized nature of duties discharged by the employees of the Secretariat, the Committee do not favour the demand for reducing the educational qualifications for appointment to the post of Executive/ Legislative/ Committee/ Protocol Officer from Master's Degree to Bachelor's Degree in any discipline.

The Committee note that the hierarchical structure of LARRDI Service is top heavy. The total sanctioned posts in the grade of Director (LARRDIS) to the lowest rung Group 'A' post of Research/Reference Officer is 139, whereas the total sanctioned Group 'B' posts of Research/Reference Assistant, Senior Library Assistant and Junior Library Assistant is 88. The actual strength of officers holding the post of Director (LARRDIS) to Research/Reference Officer is 97 and the actual strength of working hands from Research/Reference Assistant upto Junior Library Assistant is only 54. The primary reason for imbalance in the hierarchy is creation of 06 posts of Director (LARRDIS) and 13 posts of Additional Director(LARRDIS) in the year 2015 without conducting work study. The hierarchical imbalance has put a lot of strain on the functional requirements of the Service and the quality of research work has gone down considerably.

The Committee received demands relating to improvement in service conditions primarily from the non-gazetted employees of LARRDIS, which *inter alia* included Senior Library Attendants presently in Grade Pay Rs.2400 be granted of Grade Pay of Rs. 4200, Junior Library Assistants presently in Grade Pay Rs.4200 be granted Grade Pay Rs. 4600, the post of Senior Library Assistants in Grade Pay Rs. 4600 be upgraded and merged with the post of Research/Reference Assistant in Grade Pay Rs. 4800. It was also demanded that departmental examinations for the post(s) of Senior Library Assistant or Research/Reference Assistant be conducted. On the other hand, a demand was also received that 25% quota earmarked for conducting departmental examination for the post of Junior Library Assistant be removed and Senior Library Attendants be promoted straight away to the post of Junior Library Assistant. It was also demanded that the work study of LARRDIS be done by LARRDI Service instead of LAFEA Service.

These demands are discussed in the succeeding paragraphs.

Research/Reference Officer

The Committee note that at present, out of the sanctioned strength of 54 in the grade of Research/Reference Officer, only 12 persons are in position. The post is filled up 75% by promotion and 25% by direct recruitment.

The Committee were informed that for a long time the vacancies earmarked for direct recruitment quota could not be filled as sufficient number of candidates didn't qualify the examination.

The Committee, therefore, recommend that the existing scheme of examination for the post of Research/Reference Officer be discontinued and a suitable scheme of examination be devised keeping in view the need to induct high quality research professionals with orientation towards research work. The Committee also recommend that educational qualifications for the post may be Ph.D. in any discipline preferably in one of the subjects of Social Sciences, Environmental Studies or LLM Degree. The maximum age limit, which at present is 27 years, may also be increased suitably.

The Committee were also apprised that the vacancies earmarked for promotion quota have not been filled up as the persons in the feeder grade of Research/Reference Assistant are not eligible. This aspect has been dealt with below.

Research/Reference Assistant

The Committee note that prior to 2007, some proportion of posts in the grade of Research/Reference Assistant were always earmarked for direct recruitment. The recruitment rules were amended in the year 2007 and since then post is filled up 100% by promotion from persons from the feeder grade of Senior Library Assistant initially appointed as Junior Library Assistants having library background, who are not able to meet the quality of research requirements of the Service.

The Committee are of the view that for improving the quality of research, post graduates from Universities are required to be recruited and the sanctioned strength of the post of Research/Reference Assistant needs to be increased substantially.

The Committee also note that the vacancies earmarked for promotion quota in the promotional grade of Research/Reference Officer have not been filled up as the persons in the feeder grade of Research/Reference Assistant are not eligible. The Committee feel that some of the posts in the grade of Research/Reference Officer to be filled up by promotion needs to be abolished and equal number of posts in the grade of Research/Reference Assistant needs to be created and the post of Research/Reference Assistant may now be filled up by dual modes viz. direct recruitment and promotion.

The Committee, therefore, recommend that the sanctioned strength of Research/Reference Assistant be increased by abolishing some of the vacant posts to be filled up by promotion quota in the grade of Research/Reference Officer. The Committee also recommend re-introduction of 50% direct recruitment quota in the grade of Research/Reference Assistant and the vacancies against direct recruitment quota may be filled up by the candidates possessing educational qualifications of Post graduation in any discipline preferably in one of the subjects of Social Sciences, Environmental Studies or LLB Degree. The maximum age limit, which at present is 27 years, may also be increased suitably. The Committee also recommend that the post of Research/Reference Assistant be re-designated as Assistant Research/Reference Officer, as in the case of the Rajya Sabha Secretariat.

The Committee also do not find any justification for upgradation of the post of Senior Library Assistant and its merger with the post of Research/Reference Assistant as the post of Research/Reference Assistant is considered as an incentive grade for providing promotional opportunities to the incumbents in the grade of Senior Library Assistant.

Junior Library Assistant

The Committee note that the post of Junior Library Assistant in Grade Pay of Rs. 4200 is filled up 75% by direct recruitment from the candidates possessing Bachelor's degree in Library Science and 25% by departmental examination from persons possessing educational qualifications of Graduation in the feeder grade of Senior Library Attendant in Grade Pay of Rs. 2400. The Committee were informed that during the last 11 years, no person from the grade of Senior Library Attendant has so far been appointed against this quota.

The Committee, therefore, recommend that in future the post of Junior Library Assistant be filled up 100% by direct recruitment. Further, in view of the implementation of eOffice and automation of Parliament Library, the educational qualifications for the post be revised and in addition to Bachelor's degree in Library Science, the candidates should also possess Diploma in Library Automation and Networking/ Diploma in Computer Applications.

The Committee do not find any justification for upgradation of the post of Junior Library Assistant and its merger with the post of Senior Library Assistant as the post of Senior Library Assistant is considered as an incentive grade for providing promotional opportunities to the incumbents in the grade of Junior Library Assistant.

Senior Library Attendant & Junior Library Attendant

The post of Senior Library Attendant in Grade Pay of Rs. 2400 is filled up by promotion from persons in the feeder grade of Junior Library Attendant in Grade Pay of Rs. 2200.

The Committee have separately recommended that all post(s) in Grade Pay of Rs. 2200 be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016. The Committee have also proposed discontinuation of departmental examination to the post of Junior Library Assistant from persons in the feeder grade of Senior Library Attendant. Thus, it becomes necessary to provide promotional avenues to the Senior Library Attendants.

The Committee, therefore, recommend creation of a new post with the nomenclature Library Attendant Grade-I in Grade Pay of Rs. 2800, which may be filled up by selection from persons in the grade of Senior Library Attendant with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Senior Library Attendant and Junior Library Attendant. The number of posts to be created in the proposed grade of Library Attendant Grade-I may be decided administratively.

The Committee note that the post of Junior Library Attendant is presently filled by direct recruitment by selection on the basis of Competitive Departmental Examination limited to persons with a minimum of 5 years service in the Secretariat and possessing minimum educational qualification of Higher Secondary or Matriculation or Secondary School Certificate.

Keeping in view the proposed upgradation of the post of Junior Library Attendant in Grade Pay of Rs. 2200 and its merger with the post of Senior Library Attendant in Grade Pay of Rs. 2400, the Committee recommend that the post of Senior Library Attendant may be re-designated as Library Attendant Grade-II and filled up by direct Recruitment by selection on the basis of Competitive Departmental Examination limited to persons with a minimum of 5 years service in the Secretariat and possessing minimum educational qualification of Intermediate or equivalent instead of Higher Secondary or Matriculation or Secondary School Certificate.

Conducting work study of LARRDIS by Officers of LARRDI Service instead of LAFEA Service

The Committee note that there are 11 distinct Services in the Lok Sabha Secretariat which have been organized on functional basis and which cater to the specific needs of the House. The functions of each Service are complementary and supplementary to the other and their officers and staff are not freely interchangeable owing to the special and distinct nature of duties of each Service.

It was demanded that the work study of LARRDIS be conducted by Officers of LARRDIS. The Committee were informed that while conducting work study the written views of the Service concerned as well as other Branch(es) concerned are also obtained and appropriately reflected in the Report. It was also brought to the notice of the Committee that after administrative analyses on the work study report(s), appropriate orders are placed on intranet, however, the contents of the work study report are available with O&M Section and Administration only and are not available to stakeholders.

The Committee are of the considered view that conducting work study is an administrative job, which is required to be undertaken by the persons recruited to discharge administrative duties and falls in the domain of Officers/staff in Legislative, Financial Committee, Executive and Administrative Service (LAFEAS).

The Committee, thus, find that while conducting work study, the stakeholders are given due consideration. The Committee, therefore, do not agree with the suggestion that work study of Library, Reference, Research, Documentation and Information Service (LARRDIS) be conducted by Officers of LARRDI Service or any other Service instead of LAFEA Service. The Committee, however, recommend that with a view to maintaining transparency in the matter, after administrative analyses on the recommendations of work study are undertaken and Orders are placed on the Intranet, the work study report should also be placed on the Intranet.

The Committee were also apprised that after creation of 06 posts of Director (LARRDIS) and 13 posts of Additional Director(LARRDIS) in the year 2015, which led to imbalance in the hierarchy and strain at lower levels, the work study of LARRDIS has since been conducted and is being examined administratively.

The Committee strongly recommend speedy implementation of the work study report. The Committee have separately agreed to the suggestion that as far as possible, bulk creation of posts without proper work study be discouraged.

Need to improve the quality of research work

The Committee note that the quality of research work has gone down considerably and proper research inputs are not provided to the Members of Parliament.

The Committee strongly feel that specialists are needed to help, support and brief Members of Parliament and Chairpersons of Parliamentary Committees. The Committee are of the considered view that the more well informed Members are, the more fruitful will be the discussions in the House and its Committees and consequently, the process of formulation of policies will be further strengthened. Research papers on the subjects like Defence, Commerce, Environment, Climate change, Water, Population, Foreign policy, artificial intelligence etc. need to be prepared and provided to the Members. This can be achieved only by having expert staff from Universities/special Institutions. This aspect may be given a serious thought.

S.NO.73**MATTERS RELATING TO PRIVATE SECRETARIES AND
STENOGRAPHIC SERVICE**

The demands received from Private Secretaries and Stenographic Service relating to improvement in service conditions included implementation of recommendations of Cadre Review/work study report, introduction of In-situ promotion Scheme for non-gazetted employees on the lines of the scheme of the Rajya Sabha Secretariat, reduction in length of service of 05 years for promotion to the post of Private Secretary, abolition of the post of Senior Personal Assistant, conducting departmental examination for promotion to the grade of Personal Assistant and upgradation of post of Stenographer in Grade Pay of Rs.4200 to the post of Personal Assistant in Grade Pay Rs. 4600.

The Committee have separately made recommendations with regard to implementation of recommendations of Cadre Review/work study reports and introduction of In-situ promotion Scheme in the Lok Sabha Secretariat. The remaining demands are discussed in the succeeding paragraphs.

The Committee note that there are 8 grades in Private Secretaries and Stenographic Service with 247 posts. The entry level post of Stenographer is filled up by direct recruitment and the remaining posts by promotion. The post-wise sanctioned strength of the Service is as under:

S. No.	Post	No. of posts
1.	Director (PSS)	02
2.	Additional Director (PSS)	05
3.	Joint Director (PSS)	17
4.	Senior Private Secretary	26
5.	Private Secretary	20
6.	Senior Personal Assistant	35
7.	Personal Assistant	79
8.	Stenographer	63
	TOTAL	247

The Committee further note that there is hierarchical imbalance at Senior Private Secretary and Personal Assistant level as the number of posts in the feeder grade(s) of Private Secretary and Stenographer respectively are less. Further, the number of promotional posts for Personal Assistants are comparatively less.

The Committee were informed that at present, there is large scale stagnation in the grade(s) of Senior Personal Assistant and Personal Assistant. The Committee were also informed that the work study report has recommended that the post(s) of Senior Personal Assistant may be merged with that of Private Secretary and the post of Stenographer may be abolished. The Committee were apprised that the nature of duties discharged by the incumbents in the Service is same especially at the lower levels.

The Committee have separately recommended that the post of Secretariat Assistant (earlier designation Junior Clerk) be upgraded from Grade Pay of Rs. 2400 in PB-1 to Grade Pay of Rs.4200 in PB-2 w.e.f. 01.01.2016. The Committee feel that Stenography is a superior skill and, therefore, the scale of pay of Stenographer at the entry level have been consistently kept above the scale of pay of Secretariat Assistant by the previous Pay Committees. Accordingly, the Stenographer should have higher scale of pay as compared to Secretariat Assistant. This necessitates higher scale of pay of Personal Assistant, which is the promotional grade of Stenographer.

Keeping in view the stagnation in various grades, career prospects, identical nature of duties performed by the incumbents at different levels and upgradations proposed by the Committee in respect of other categories of posts, the Committee recommend that (a) the post of Senior Personal Assistant in Grade Pay of Rs. 4800 in PB-2 be upgraded to Grade Pay of Rs. 5400 in PB-3 and merged with the post of Private Secretary. As the feeder and promotional grade will get merged w.e.f. 01.01.2016, the junior most person holding promotional post as on 31.12.2018 will rank senior to all those holding the feeder post as on 31.12.2018 (b) the post of Personal Assistant in Grade Pay of Rs. 4600 be upgraded to Grade Pay of Rs. 4800 and re-designated as Assistant Private Secretary and (c) the post of Stenographer in Grade Pay of Rs. 4200 be upgraded to Grade Pay of Rs. 4600 and re-designated as Personal Assistant. While the upgradation/merger may take place from 01.01.2016, the revision in nomenclature may be effective w.e.f. the date of implementation of the report. The post of Private Secretary may be filled up by selection from persons in the grade of Assistant Private Secretary with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Assistant Private Secretary and Personal Assistant. The Committee, further recommend that the posts in the merged grade of Private Secretary and proposed grade(s) of Assistant Private Secretary and Personal Assistant be rationalized so as to have a suitable pyramidal structure.

S.NO.74 MATTERS RELATING TO PARLIAMENT SECURITY SERVICE

BACKGROUND

The Committee note that Parliament Security Service headed by Joint Secretary (Security) comprises Technical Wing, Non-Technical Wing and Housekeeping Wing. There are 02 posts of Director (Security) in Level 13A of the Pay Matrix [Rs. 37400-67000(PB-4) + Grade Pay Rs. 8900], which are filled up by deputation from amongst IPS officers or Central Para Military Service Officers. In the Non-Technical Wing, the posts upto the level of Additional Director (Security) are filled up by promotion, whereas in the Technical Wing, the posts upto the level of Joint Director (Technical) are filled up by promotion. The post of Additional Director (Technical) is filled up by deputation.

The demands specific to Parliament Security Service received by the Committee are discussed in the succeeding paragraphs.

(i) Implementation of Cadre review proposal and creation of 01 post of Director (Security) to be filled up by promotion, as in the case of Rajya Sabha Secretariat.

The Committee note that based on the recommendations of the work study report and administrative analyses thereon, 112 posts in Parliament Security Service (Technical and Non-Technical Wing) were created during the year 2017 to cater to the needs of newly constructed Parliament House Annexe Extension Building.

The Committee were informed that a comprehensive report on the work-study of entire Parliament Security Service is under examination of Administration and various aspects including the mode of appointment to the post of Director (Security) has been dealt with in the Report.

The Committee recommend that examination of the proposals of work study be completed within a period of three months.

(ii) Merger of Technical Wing (Lok Sabha and Rajya Sabha).

The Committee note that while the Technical Wing of Lok Sabha Secretariat has a separate and defined cadre, the persons in the Technical Wing of the Rajya Sabha Secretariat are on deputation basis. The Committee were also informed that the Technical Wings of both the Secretariats work under the unified command of Joint Secretary (Security). **The Committee, therefore, find that a system is already in place where there is integration of work performed by the Technical Wings. The Committee, therefore, do not consider it necessary that these Wings be merged.**

(iii) Revision of nomenclature of Parliament Security Service (Non-Technical) to Parliament Security Service (Operations) or Parliament Security Service (Executive)

The Committee feel that the nature of duties performed by the Officers/staff in the Non-Technical Wing are neither 'Operational' nor 'Executive' in nature. **The Committee, therefore, recommend that status quo in the matter may be maintained.**

(iv) Security/Risk Allowance @ 55% / 50% / 30% of basic pay to cover risk and hardships and Group Insurance of Rs. 1 or 2 crore payable in case of death in attack/untoward incident at the place of duty.

The Committee note that a demand was also made for provision of additional insurance cover/risk allowance before the 3rd Parliamentary Pay Committee to which the Committee did not agree. A demand for introduction of risk insurance scheme for employees in Watch & Ward Service [now Parliament Security Service] was also not agreed to by the 4th Parliamentary Pay Committee.

The Committee were apprised that both the Secretariats have adopted the orders of the Government of India regarding grant of *ex-gratia* lump-sum compensation under certain circumstances to the families of Central Government civilian employees who die in harness in the performance of bonafide official duties and the present lump sum compensation is Rs. 25 lakh. The Committee note that the compensation is admissible to all employees irrespective of nature of duties performed by them.

The Committee note that the security of Parliament House Complex is of paramount importance. Apart from the existing security arrangements in place, including the personnel from paramilitary forces like CRPF, BSF, ITBP & SSB and that of Delhi Police, the physical fitness and agility of employees of both the Secretariats belonging to Parliament Security Service need to be improved and maintained.

The Committee further note that the officials of Parliament Security Service are unarmed and those posted at the entry gates (Iron gates) are particularly vulnerable. The Committee undoubtedly feel that these officials face more risk/ hardship in the discharge of their duties as compared to the other persons working in the Parliament House Complex and, therefore, need to be compensated.

The Committee, therefore, recommend that at the time of induction, the officials of Parliament Security Service be given training of three months in Martial Arts and other model techniques from a Government recognised Institute/Training Centre and only those who meet the requisite standards be granted 'Security Allowance'. While the officials of less than 40 years, presently in position may have to undergo similar training within a period of two years in order to be entitled for Security Allowance, the officials of more than 40 years of age may be exempted from such training due to their age and other related complications. The rate of the proposed 'Security Allowance' may be as under:

S. No.	Group	Monthly Amount (Rs.)
1	A	15000
2	B	12000

The proposed 'Security Allowance' may be in addition to 'Parliamentary Allowance' and paid with effect from the year 2019. The Committee also recommend that appropriate guidelines to regulate this Allowance may be formulated by both the Secretariats in consultation with each other *inter-alia* including that the allowance shall be admissible to only those employees of Technical and Non-Technical Wing performing duties at various entry points (Iron gates) in Parliament House Complex for a period of at least one hundred days in a calendar year including their deployment on Saturday(s)/Sunday(s)/Holiday(s). A Committee comprising senior Officers of both the Secretariats may be constituted to grant exemption to those having medical complications.

(v) Facilities at par with the Central/State Police /Paramilitary forces

Demands were made before the Committee from the officials of the Parliament Security Service of the Rajya Sabha Secretariat for provision of certain facilities at par with the Central/State Police /Paramilitary forces, such as exemption of toll at NHAI Toll Taxes Booth and grant of discounted Air fare (50% of Basic fare on select classes) in National Carrier/Private Airlines for self and family members.

The Committee note that the working conditions and service requirements of the Central/ State Police / Para-military forces are vastly different as compared to the officials of Parliament Security Service, whose duties are primarily confined within the Parliament House Complex. The Committee, therefore, feel that there do not exist any cogent reasons for acceptance of the demand.

(vi) Revision of nomenclature of Housekeeping Wing to Watch and Ward Wing.

The Committee note that change in nomenclature of "Parliament Security Service" from erstwhile "Watch & Ward, Door Keeping & Sanitation Service" was made on the basis of recommendations of Fourth Parliamentary Pay Committee. **The Committee feel that status quo in the matter be maintained.**

(vii) Increase in Split Duty Allowance of Housekeepers from Rs. 450 to Rs. 850.

The Committee note that the orders issued by Ministry of Finance regarding revision of Split Duty Allowance from Rs. 200 per month to Rs.450 per month w.e.f. 01.07.2017 have been adopted by Lok Sabha Secretariat. The rate will further rise by 25% each time Dearness Allowance (DA) rises by 50%.

In view of the fact that the rates of Split Duty Allowance have been revised by the Government of India which have also been adopted by both the Secretariats, the Committee do not find any need to revise the rates further. Further, rates will rise by 25% each time Dearness Allowance (DA) rises by 50%, therefore, future rise in the cost of transportation has already been factored in. The Committee, therefore, do not find any justification in the demand and recommend that no special dispensation may be made in this regard.

The Committee note that in the Lok Sabha Secretariat, Staff Car Drivers and Despatch Riders form part of Legislative, Financial Committee, Executive and Administrative Service (LAFEAS), whereas in the Rajya Sabha Secretariat, there is a separate Service for them with the nomenclature Drivers and Despatch Riders Service .

The Committee also note that Staff Car Drivers are appointed for plying Official vehicles and their services are utilized by Dignitaries, Officers and Branch(es) concerned. Further, the promotional hierarchy of Staff Car Drivers is separate and distinct from Officials in LAFEA Service. Considering the fact that the promotional hierarchy of Clerical Service exists in LAFEA Service, the Committee, have separately recommend that Clerical Service be made part of LAFEA Service. The Committee, therefore, do not find any justification for inclusion of Staff Car Drivers in LAFEAS.

The Committee, therefore, recommend that a separate Service on the lines similar to that of the Rajya Sabha Secretariat be created for Staff Car Drivers and Despatch Riders in Lok Sabha Secretariat with the nomenclature "Sarathi Service".

S.NO.76

**CREATION OF SUPERVISORY POST OF TRANSPORT OFFICER IN THE
HIERARCHY OF STAFF CAR DRIVER/ SUPERVISION OF WORK OF CLERKS
HANDLING TRANSPORT JOBS BY STAFF CAR DRIVERS HAVING 20-25
YEARS EXPERIENCE**

A demand was received that a new supervisory post of Transport Officer/In-charge in the hierarchy of Staff Car Driver may be introduced in the GP Rs. 5400. It was also demanded that the Staff Car Drivers having 20-25 years experience should supervise the work of Clerks handling transport jobs. A demand was also received that the Staff Car Drivers (Ordinary Grade) in Grade Pay of Rs.2400 be promoted to Grade Pay of Rs.4200 instead of Grade Pay of Rs.2800 as in the case of Secretariat Assistants. These demands are discussed in the succeeding paragraphs.

(a) Creation of new supervisory post

The Committee note that the hierarchy of Staff Car Drivers in the Secretariat is as under:

S. No.	Post	Grade Pay/ Level in Pay Matrix	Mode of Appointment
1.	Staff Car Driver (Special Grade)	4600/L-7	Promotion
2.	Staff Car Driver Grade-I	4200/L-6	Promotion
3.	Staff Car Driver Grade-II	2800/L-5	Promotion/ Competitive Departmental Examination
4.	Staff Car Driver (Ordinary Grade)	2400/L-4	Direct Recruitment/ Competitive Departmental Examination

The Committee note that the entry of Staff Car Drivers takes place in the Grade Pay of Rs. 2400 and they rise upto Grade Pay of Rs. 4600 by getting three promotions. The Committee also note that Staff Car Driver (Special Grade) gets Time Scale Placement in the Grade Pay of Rs. 4800. The Committee were also informed that during the financial year 2017-18, 30 Staff Car Drivers were paid incentive ranging from Rs. 1,380 to Rs. 82,835 under Special Incentive Scheme, which is in addition to Parliamentary Allowance admissible @ Rs. 2,400/3,200 per month depending upon the post held. The Committee, thus, find that ample opportunities for career progression and financial benefits are available to the Staff Car Drivers. **The Committee, therefore, do not find any justification for creation of any post above the post of Staff Car Driver (Special Grade) and, therefore, do not accept the demand.**

(b) Supervision of the work of Clerks handling transport jobs

The Committee note that the main duty of the Staff Car Driver(s) is to drive & upkeep the Staff Car of the Secretariat, Maruti Vans of 'D' Branch and Gypsies available with Parliament Security Service. They are attached with dignitaries like Hon'ble Speaker, Hon'ble Deputy Speaker, Secretary-General and with senior officers for driving the Official Car provided to them. They are also required to maintain log books, locate faults and rectify minor running defects.

The persons handling the transport jobs are of the level of Secretariat Assistant /Executive Assistant, who primarily perform the duties of typing/data entry in the Computers/ deployment of Staff Car Drivers for ferrying Members of Lok Sabha to and from their residences to Parliament House Complex, for distributing Parliamentary and other Papers to Members of Lok Sabha and deputation with dignitaries. They also prepare bills/ submit files and attend to other miscellaneous work and are guided by the officers of the level of Executive Officer and above having managerial skill as well as in-depth knowledge of rules, procedures etc.

The Committee are of the considered view that the experience of having worked as Staff Car Driver cannot be the sole criterion to allow supervision of work of dealing Assistants handling transport jobs. One should *inter alia* possess knowledge of rules/procedures/managerial skills for the purpose. Considering the nature of duties performed by the Staff Car Drivers, the Committee do not accept their demand to supervise the work of Clerks handling transport jobs.

(c) Promotion of Staff Car Drivers (Ordinary Grade) in Grade Pay of Rs.2400 to Grade Pay of Rs.4200.

The Committee were informed that the entry level Grade Pay of Rs. 2400 of Staff Car Driver (Ordinary Grade) is already higher than that of drivers in the Central Government, which is in Grade Pay of Rs. 1900. The promotional posts of Drivers in the Central Government are in Grade Pay(s) of Rs. 2400, 2800 and 4200, whereas in both the Secretariats, these are in Grade Pay(s) of Rs. 2800, 4200 & 4600. The drivers in both the Secretariats are, therefore, very well placed as compared to their counterparts in the Central Government.

The Committee further note that the nature of duties performed by the Secretariat Assistants are altogether different as compared to the duties performed by the Staff Car Drivers. Thus, there can not be any comparison with regard to the promotional avenues of Secretariat Assistants and Staff Car Drivers.

The Committee, therefore, do not find any justification in the demand that the Staff Car Drivers (Ordinary Grade) in Grade Pay of Rs.2400 be promoted to Grade Pay of Rs.4200. The Committee also do not find any justification for conducting departmental examination to the Grade Pay of Rs. 2800 and recommend that the post of Staff Car Driver Grade-II in Grade Pay of Rs. 2800 be filled up 100% by promotion and 25% quota for departmental examination be removed.

The demands received from Messengers' Service relating to improvement in service conditions *inter alia* included implementation of recommendations of cadre review/work study, upgradation of Grade Pay of Rs. 2200 to Grade Pay of Rs. 2800 / 4200, increase in entry level Grade Pay from Rs. 1900 to Rs. 2400 with hierarchy in Grade Pay(s) of Rs. 2800, 4200 and 4600 and introduction of a new post in Grade Pay of Rs. 4800. It was also demanded that Attendants completing 15-20 years' service be promoted to the post of Secretariat Assistant without any test/examination and the nomenclature in the Service may be revised as under:

Existing Nomenclature	Proposed Nomenclature
Attendant Grade-III	Office Assistant / Work Assistant
Attendant Grade-II	Senior Office Assistant / Junior Work Assistant
Chamber Attendant	Chamber Assistant / Senior Work Assistant
Senior Chamber Attendant	Senior Chamber Assistant / Secretariat Work Assistant / Senior Chamber Office Assistant
Senior Chamber Attendant (Special Grade)	Special Grade Assistant / Senior Secretariat Work Assistant / Special Grade Office Assistant

References were also received from Members of Parliament with regard to improvement in service conditions of Messengers' Service. The demands received by the Committee are discussed in the succeeding paragraphs.

(a) Revision in structure of pay

The Committee note that there are 5 grades in Messengers' Service with 405 sanctioned posts. The entry level post is Attendant Grade - III with Grade Pay of Rs. 1900, which is filled up by direct recruitment and the remaining posts in the Grade Pay(s) of Rs. 2000, 2200, 2400 & 2800 are filled up by promotion. The post-wise sanctioned strength in the Service is as under:

S. No.	Post	Grade Pay	No. of posts
1.	Senior Chamber Attendant (Special Grade)	2800	10
2.	Senior Chamber Attendant	2400	50
3.	Chamber Attendant	2200	100
4.	Attendant Grade-II	2000	110
5.	Attendant Grade -III	1900	135
TOTAL			405

The Committee were informed that the entry level Grade Pay of Rs 1900 of Attendant Grade - III is already higher than that of Multi-Tasking Staff (MTS) in the Central Government, which is in Grade Pay of Rs. 1800. The Committee, therefore, do not favour enhancement in entry level Grade Pay and consequential increase in Grade Pay(s) in the hierarchy of Messengers' Service.

The Committee have separately recommended that all post(s) in Grade Pay of Rs. 2200 in both the Secretariats be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016. Consequently, the post of Chamber Attendant in Grade Pay Rs. 2200 shall cease to exist and get merged with the post of Senior Chamber Attendant in Grade Pay Rs. 2400. The recruitment rules for the post of Senior Chamber Attendant (Special Grade) and Senior Chamber Attendant, therefore, need to be revised.

The Committee recommend that while the post of Senior Chamber Attendant (Special Grade) may be filled up by selection from persons in the grade of Senior Chamber Attendant with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Senior Chamber Attendant, Chamber Attendant and Attendant Grade-II, the post of Senior Chamber Attendant may be filled up by selection from persons in the grade of Attendant Grade-II in Grade Pay Rs. 2000 with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Attendant Grade-II and Attendant Grade-III in Grade Pay Rs. 1900. Since at the time of appointment to the grade of Attendant Grade-III, the age of the persons concerned is reckoned with effect from their date of empanelment as Casual Labourers and the length of regular service rendered by them till the date of their superannuation is comparatively less as compared to other categories of employees, the Committee have not recommended any increase in length of service for promotion to higher grades and maintained *status quo* despite proposing merger of Grade Pay of Rs. 2200 with Grade Pay of Rs. 2400.

The merger of the post of Chamber Attendant in Grade Pay Rs. 2200 with Senior Chamber Attendant in Grade Pay Rs. 2400 necessitates revision of nomenclature of Attendant Grade-II in Grade Pay Rs. 2000 and Attendant Grade-III in Grade Pay Rs. 1900. The Committee, therefore, recommend that the nomenclature of the post of Attendant Grade-II be revised to Chamber Attendant and that of Attendant Grade-III to Attendant w.e.f. the date of implementation of the Report.

The existing and the proposed nomenclature may be as under:

Existing Nomenclature	Proposed Nomenclature
Attendant Grade-III	Attendant
Attendant Grade-II	Chamber Attendant
Chamber Attendant	Senior Chamber Attendant
Senior Chamber Attendant	
Senior Chamber Attendant (Special Grade)	Senior Chamber Attendant (Special Grade)

The merger will also result in increase in strength of Senior Chamber Attendant from 50 to 150 with promotional grade of Senior Chamber Attendant (Special Grade) comprising only 10 persons and feeder grade of Attendant Grade-II having 100 persons. This also needs to be rationalized by creation/upgradation of posts at appropriate levels.

(b) Introduction of a new post in Grade Pay of Rs. 4800

The Committee note that neither Cadre Review Committee nor work study report have recommended creation of post above the existing highest Grade Pay of Rs. 2800 in the Service. The Committee, therefore, do not accept the demand for introduction of a new post above Grade Pay of Rs. 2800 in Messengers' Service.

(c) Implementation of cadre review/ work study reports

The Committee have separately made recommendations with regard to implementation of recommendations of Cadre Review/work study reports.

In the context of Messengers' Service, the Committee, however, note that while Cadre Review Committee has recommended rationalization of posts in the Service without any increase in sanctioned strength of 405, the work study have recommended rationalization with increase in number of posts *inter alia* on the supposition of providing Attendants to all Officers of the rank of Additional Director.

The Committee have separately recommended that the post(s) in Grade Pay of Rs. 8000 [Additional Director & equivalent] be declared as dying cadre w.e.f. 01.01.2019. The Committee have also separately recommended that the work presently being done by regular Attendants be re-assessed so that the work being done by the Casual Labourers could be entrusted to the regular Attendants and the system of engagement of Casual Labourers in the Secretariat be discontinued at the earliest. Further, e-Office has also been introduced in the Lok Sabha Secretariat. The Committee, therefore, recommend that these aspects may also be taken into consideration while implementing the cadre review/work study proposals.

(d) Promotion of Attendants completing 15-20 years' service to the post of Secretariat Assistant without any test/examination.

The Committee do not find any justification in the demand as the duties discharged by Secretariat Assistants and the persons in Messengers' Service are entirely different. In fact, the Committee have separately recommended that the departmental examination for the post of Secretariat Assistant be discontinued and, in future, the post be filled 100% by direct recruitment from open market.

Demands received from the Officers of Simultaneous Interpretation Service *inter alia* included assured promotion to the level of Director after 20 years' of service, providing promotional avenues by creation of more posts, parity in promotion in all the Services, merger of Grade Pay of Rs. 8000 with Grade Pay of Rs. 8700, conversion of the post of Additional Director (Interpretation) into post of Director (Interpretation) by abolishing the posts of Additional Director (Interpretation), increase in age of superannuation from 60 years to 65 years, implementation of Cadre Review/work study reports, continuance of the existing policy of common seniority for all Services at Director level, no need for Service-specific Joint Secretary and increase in the rates of honorarium being paid to Interpreters and annual ceiling thereof be increased.

The Committee have separately made recommendations on these demands/suggestions.

The Committee note that the initial recruitment in the Simultaneous Interpretation Service takes place at Group 'A' level and, eligibility for promotion at various levels till the grade of Director (Interpretation) is 03 years service in the feeder grade. Consequently, the element of stagnation cannot be avoided at various levels. In addition, out of 33 Interpreters presently in position, there are no retirements till 2023 and only 03 persons will retire during 2023 to 2025.

The Committee were apprised that in spite of several attempts, the Secretariat have not been able to recruit Interpreters in some regional languages viz. Dogri, Kashmiri, Konkani, Santhali and Sindhi from the open market. The Committee have separately recommended encouraging and incentivizing the Officers of Simultaneous Interpretation Service to improve their skills and interpret in other regional languages also. **The Committee also recommend that the desirability of hiring regional language Interpreters on contract basis, particularly in respect of those languages for which Interpreters from open market are not available, be also examined.**

The Committee were, meanwhile, informed that administrative analysis on the recommendations of work study of Simultaneous Interpretation Service have recently been approved by Hon'ble Speaker and further follow up action is being taken to implement the decision. The Committee feel that this will address the issue of stagnation to a larger extent. The Committee would expect speedy follow up action in the matter so that the benefit reaches the concerned employees at the earliest possible.

As in the case of Verbatim Reporting Service, the Committee also recommend increasing the length of service for promotion at various levels till the grade of Joint Director (Interpretation) from 03 years to 05 or 06 years especially when the Committee have separately proposed Additional Director (Interpretation) to be a dying cadre w.e.f. 01.01.2019.

Demands received from the Officers of Verbatim Reporting Service *inter alia* included placement of Directors (Reporting) in Level 13A of pay matrix, grant of Grade Pay of Rs. 8700 to Additional Directors (Reporting), increase in retirement age to 65 years, Service be headed by Joint Secretary coming from the Verbatim Reporting Service and implementation of the recommendations of cadre review / work study report.

The Committee have separately made recommendations on these demands/suggestions.

The Committee observe that there is no stagnation in the Service except in the grade of Joint Director(Reporting) in which most of the persons have been granted Time Scale Placement (TSP) to the higher Grade Pay of Rs. 8000 attached to the post of Additional Director(Reporting). The Committee have separately recommended that all the posts in the Grade Pay of Rs. 8000 be treated as dying cadre and the persons in the grade of Joint Director(Reporting) in position as on 31.12.2018 and granted TP attached to the post of Additional Director (Reporting) will be eligible for grant of TSP attached to the post of Director(Reporting) on 31.12.2022. **Consequently, a large number of Officers in the grade of Joint Director(Reporting) granted TSP will be benefitted and will get TSP attached to the post of Director (Reporting) which, otherwise, would not have been possible.**

The Committee were, meanwhile, informed that administrative analysis on the recommendations of work study of Verbatim Reporting Service have recently been approved by Hon'ble Speaker and further follow up action is being taken to implement the decision.

While accepting that implementation of recommendations of cadre review / work study is essentially an administrative issue, the Committee would expect speedy follow up action in the matter so that the benefit reaches the concerned employees at the earliest possible.

As in the case of Simultaneous Interpretation Service, the Committee also recommend increasing the length of service for promotion at various levels till the grade of Joint Director (Reporting) from 03 years to 05 or 06 years especially when the Committee have separately proposed Additional Director (Reporting) to be a dying cadre w.e.f. 01.01.2019.

S.NO.80**MATTERS RELATING TO HOUSEKEEPERS**

The demands received from Housekeepers relating to improvement in service conditions *inter alia* included upgradation of Grade Pay of Rs. 2200 to Grade Pay of Rs. 2800 / 4200, increase in entry level Grade Pay from Rs. 1900 to Rs. 2000 with hierarchy in Grade Pay(s) of Rs. 2400, 2800 and 4200. It was also demanded that the nomenclature may be revised as under:

Existing nomenclature	Proposed nomenclature
Housekeeper Grade III/Farrash-III	Work Assistant / Room Care Taker- Grade-III
Housekeeper Grade II	Work Assistant-II/Room Care Taker- Grade-II
Housekeeper Grade-I	Work Assistant-III/Room Care Taker - Grade-I
Housekeeper (Special Grade)	Work Assistant-IV/Room Care Taker (Special Grade)

The Committee note that there are 4 grades of Housekeepers with 125 sanctioned posts. The entry level post is Housekeeper Grade-III with Grade Pay of Rs. 1900, which is filled up by direct recruitment and the remaining posts in the Grade Pay(s) of Rs. 2000, 2200 & 2400 are filled up by promotion. The post-wise sanctioned strength is as under:

S. No.	Post	Grade Pay	No. of posts
6.	Housekeeper (Special Grade)	2400	10
7.	Housekeeper Grade-I	2200	37
8.	Housekeeper Grade-II	2000	39
9.	Housekeeper Grade-III/ Farrash	1900	39
TOTAL			125

The Committee were informed that the entry level Grade Pay of Rs 1900 of Housekeeper Grade-III is already higher than that of Multi-Tasking Staff (MTS) in the Central Government, which is in Grade Pay of Rs. 1800. The Committee, therefore, do not favour enhancement in entry level Grade Pay and consequential increase in Grade Pay(s) in the hierarchy of Housekeepers.

The Committee have separately recommended that all post(s) in Grade Pay of Rs. 2200 in both the Secretariats be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016. Consequently, the post of Housekeeper Grade-I in Grade Pay Rs. 2200 shall cease to exist and get merged with the post of Housekeeper (Special Grade) in Grade Pay Rs. 2400. The recruitment rules for the post of Housekeeper (Special Grade), therefore, need to be revised.

The Committee recommend that the post of Housekeeper (Special Grade) may be filled up by selection from persons in the grade of Housekeeper Grade-II in Grade Pay Rs. 2000 with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Housekeeper Grade-II and Housekeeper Grade-III/Farrash in Grade Pay Rs. 1900. Since at the time of appointment to the grade of Housekeeper Grade-III/Farrash, the age of the persons concerned is reckoned with effect from their date of empanelment as Casual Labourers and the length of regular service rendered by them till the date of their superannuation is comparatively less as compared to other categories of employees, the Committee have not recommended any increase in length of service for promotion to higher grades and maintained *status quo* despite proposing merger of Grade Pay of Rs. 2200 with Grade Pay of Rs. 2400.

The Committee further note that the recruitment rules for filling up the post of Housekeeper Grade-III/Farrash also provide that if no suitable person is available in the Secretariat, the post(s) may be filled up by selection through Open Competitive Examination from amongst the candidates possessing working knowledge of Hindi and/or English and well-versed with the handling and operation of sanitary-related mechanical aids. **The Committee, thus, find that the educational qualifications for the posts to be filled up by direct recruitment have not been prescribed. The Committee, therefore, recommend that the minimum educational qualifications for filling up the post of Housekeeper Grade-III/Farrash should be Matriculation.**

The Committee note that the persons presently in position in the grade of Housekeeper (Special Grade) have reached the position after rendering 27 to 38 years of service as Housekeeper and 03 persons will retire in 2019 before becoming eligible for Time Scale Placement in Grade Pay of Rs. 2800. The Committee, therefore, feel that some promotional avenues be provided to them. The Committee have separately proposed promotional avenues for Senior Library Attendants in LARRDIS and recommended creation of a new post of Library Attendant Grade-I in Grade Pay of Rs. 2800. The Committee also note that in the Messengers' Service, the hierarchy available is upto Grade Pay of Rs. 2800.

The Committee, therefore, recommend creation of a new post with the nomenclature Senior Housekeeper in Grade Pay of Rs. 2800, which may be filled up by selection from persons in the grade of Housekeeper (Special Grade) with a minimum of 5 years service in the grade or 10 years combined service in the grade(s) of Housekeeper (Special Grade), Housekeeper Grade-I and Housekeeper Grade-II. The number of posts to be created in the proposed grade of Senior Housekeeper may be decided administratively.

The merger of the post of Housekeeper Grade-I in Grade Pay Rs. 2200 with Housekeeper (Special Grade) in Grade Pay Rs. 2400 necessitates revision of nomenclature of Housekeeper Grade-II in Grade Pay Rs. 2000 and Housekeeper Grade-III in Grade Pay Rs. 1900. The Committee recommend that the nomenclature of the post of Housekeeper Grade-II be revised to Housekeeper Grade-I and that of Housekeeper Grade-III to Housekeeper Grade-II w.e.f. the date of implementation of the Report.

The existing and the proposed nomenclature of Housekeepers may be as under:

Existing nomenclature	Proposed nomenclature
Housekeeper Grade- III/ Farrash-III	Housekeeper Grade-II/Farrash
Housekeeper Grade-II	Housekeeper Grade-I
Housekeeper Grade-I	Housekeeper (Special Grade)
Housekeeper (Special Grade)	
-----	Senior Housekeeper*

*New Grade proposed.

The merger will also result in increase in strength of Housekeeper (Special Grade) from 10 to 47 with feeder grade of Housekeeper Grade-I having 39 persons. This also needs to be rationalized by creation/upgradation of posts at appropriate levels.

S.NO.81**MATTERS RELATING TO REPROGRAPHERS**

The demands received from Reprographers relating to improvement in service conditions *inter alia* included grant of Grade Pay of Rs. 4200, 4800 and 5400 to Reprographer Grade-II, Reprographer Grade-I and Senior Reprographer respectively presently in Grade Pay of Rs. 2400, 2800 and 4200, filling up the post of Reprographer Grade-I by promotion only, at least 4 up-gradations instead of 3 and implementation of cadre review /work study report.

The Committee note that there are 3 grades of Reprographers with 35 sanctioned posts. The entry level post is Reprographer Grade-II with Grade Pay of Rs. 2400, which is filled up by direct recruitment. The next higher post of Reprographer Grade-I is in Grade Pay of Rs. 2800 which is filled up by dual modes viz. promotion and direct recruitment. Thereafter, the post of Senior Reprographer carrying Grade Pay of Rs. 4200 is filled up by promotion. The post-wise sanctioned strength and mode of appointment of Reprographers is as under:

S. No.	Post	Grade Pay	No. of posts	Mode of appointment
10.	Senior Reprographer	4200	14	100% by Promotion
11.	Reprographer Grade-I	2800	15	25% by Promotion and 75% by Direct Recruitment through Competitive Departmental Examination
12.	Reprographer Grade-II	2400	06	100% by Direct Recruitment through Competitive Departmental Examination
TOTAL			35	

The demands raised by Reprographers are discussed in the succeeding paragraphs.

(a) **Higher Grade Pay**

The Committee were informed that the entry level post of Reprographer Grade-II in Grade Pay of Rs 2400 is filled up by selection on the basis of Competitive Departmental Examination from persons in the Secretariat with a minimum of 5 years service and possessing minimum educational qualification of Higher Secondary or Matriculation or Secondary School Certificate. **Keeping in view the educational qualifications prescribed for the post, the Committee do not favour enhancement in entry level Grade Pay from Rs. 2400 to Rs. 4200 and consequential increase in Grade Pay(s) in the hierarchy of Reprographers.**

(b) Filling up the post of Reprographer Grade-I by promotion only

The Committee note that the duties performed by the Reprographers at various levels are identical with no higher responsibilities. The Committee, therefore, do not find any justification for conducting departmental examination at the level of Reprographer Grade-I. **The Committee, therefore, recommend that the post of Reprographer Grade-I be filled up by promotion only.** The Committee also find that against the sanctioned strength of 15, only 04 Reprographers Grade-I are in position, whereas in the feeder grade sanctioned and the actual strength is the same viz. 6. **The Committee, therefore, recommend rationalisation of posts at various levels of Reprographers.**

(c) At least 4 up-gradations instead of 3

The Committee note that out of 12 Senior Reprographers presently in position, 11 got Time Scale Placement to the higher Grade Pay of Rs. 4600 on 11.03.2014 and most of them will retire during the year(s) 2024 to 2029 with more than 10 years service left after grant of first Time Scale Placement. The Committee have separately recommended that the Time Scale Placement Scheme be revisited so as to provide financial benefits for the second time to those holding the post(s)/grade(s) beyond which no further promotional avenue is available but the persons have more than 10 years of service left after grant of first Time Scale Placement. The Committee feel that this will take care of 4 upgradations to the Reprographers. The Committee would also recommend utilisation of services of Reprographers for other miscellaneous work of routine nature also.

(d) Implementation of cadre review /work study report

The Committee have separately recommended that the best possible proposal for creation of posts/restructuring be made and steps be taken to ensure implementation of cadre review/work study proposals across various Services in a month.

S.NO.82 MATTERS RELATING TO PRINTING AND PUBLICATIONS SERVICE

I. Printing, Proof Reading and Rota Print Sections

The demands received from officials of Printing, Proof Reading and Rota Print Sections relating to improvement in service conditions *inter alia* included implementation of recommendations of cadre review /work study, persons having combined service of 11 years in the grade of Printing Assistant and Senior Printing Assistant be given financial up-gradation in Grade Pay of Rs. 5400, merger of posts of Printing Assistant in Grade Pay of Rs. 4600 with the posts of Senior Printing Assistant in Grade Pay Rs. 4800 with revised designation of Assistant Manager of Printing, posts of Junior Proof Reader in Grade Pay of Rs. 2800 be upgraded and merged with posts of Proof Reader in Grade Pay Rs. 4200 as in the Rajya Sabha Secretariat and the post of Printer in Grade Pay of Rs. 2800 be upgraded to Grade Pay of Rs. 4200 attached to the post of Lithographic Operator.

The demands raised by officials of Printing, Proof Reading and Rota Print Sections are discussed in the succeeding paragraphs.

(a) Implementation of cadre review /work study report

The Committee have separately recommended that the best possible proposal for creation of posts/restructuring be made and steps be taken to ensure implementation of cadre review/work study proposals across various Services in a month.

(b) Revision of Nomenclature

The Committee have separately recommended revision of designation of the following posts in Printing & Publications Service:

S. No.	Existing	Proposed
01.	Assistant Director (Printing & Publications)	Deputy Director (Printing & Publications)
02.	Manager of Printing	Printing Officer
03.	Senior Printing Assistant	Assistant Printing Officer
04.	Senior Production Assistant	Assistant Production Officer

(c) Persons having combined service of 11 years in the grade of Printing Assistant and Senior Printing Assistant be given financial up-gradation in GP Rs. 5400

With regard to the demand that the persons having combined service of 11 years in the grade of Printing Assistant and Senior Printing Assistant be given financial up-gradation in Grade Pay Rs. 5400, the Committee find that the Time Scale Promotion Scheme, 2011 adequately takes care of financial upgradation after a specified period of time. The Committee, therefore, do not accept the demand.

(d) **Merger of posts of Printing Assistant in Grade Pay of Rs. 4600 with the posts of Senior Printing Assistant in Grade Pay Rs. 4800.**

The Committee note that the post(s) of Senior Printing Assistant and Printing Assistants are promotional and feeder post respectively. The post of Printing Assistant in Grade Pay of Rs. 4600 is filled up 100% by promotion by selection from persons in three different grade(s) in Grade Pay of Rs. 4200 viz. Proof Reader, DTP Operator and Lithographic Operator. In the opinion of the Committee, it may not be appropriate to merge a post having three feeder grades. **The Committee, therefore, do not find any justification in the demand.**

(e) **Upgradation of the posts of Junior Proof Reader in Grade Pay of Rs. 2800 to Grade Pay of Rs. 4200 and merger with the posts of Proof Reader in Grade Pay Rs. 4200**

The Committee have separately recommended that the post of Secretariat Assistant (earlier designation Junior Clerk) be upgraded from Grade Pay of Rs. 2400 in PB-1 to Grade Pay of Rs.4200 in PB-2 w.e.f. 01.01.2016. The Committee were apprised that the scale of pay of Junior Proof Reader (earlier designation Copy Holder) at the entry level has been consistently kept above the scale of pay of Secretariat Assistant by the previous Pay Committees. Accordingly, the Junior Proof Reader should have higher scale of pay as compared to Secretariat Assistant. The Committee further note that their already exists higher Grade Pay of Rs. 4200 attached to the post of Proof Reader, which is promotional post of Junior Proof Reader. Thus, the only possible alternative is to merge the post of Junior Proof Reader with Proof Reader.

The Committee, therefore, recommend that the post of Junior Proof Reader in Grade Pay of Rs. 2800 be upgraded to Grade Pay of Rs. 4200 and merged with the post of Proof Reader w.e.f. 01.01.2016. Consequently, the persons holding the post of Junior Proof Reader will perform the duties attached to the post of Proof Reader in addition to the duties already assigned. As the feeder and promotional grade will get merged w.e.f. 01.01.2016, the junior most person holding promotional post as on 31.12.2018 will rank senior to all those holding the feeder post as on 31.12.2018.

The merger will also result in increase in strength of Proof Reader from 22 to 44 with promotional grade of Printing Assistant comprising only 15 persons, which is also the promotional grade for Lithographic Operator and DTP Operator. This also needs to be rationalized by creation/upgradation of posts at appropriate levels.

Eligibility conditions for the post of Proof Reader

With the proposed upgradation of the post of Junior Proof Reader to Proof Reader, the post of Proof Reader may now be filled up by direct recruitment. The Committee note that the post of Junior Proof Reader is presently filled up by selection through Open Competitive Examination from amongst the candidates possessing (i) Bachelor's Degree, (ii) Diploma in Printing Technology or Post Graduate Diploma in Book Publishing or 05 years experience as Copy Holder. **The Committee feel that with the upgradation of the post of Junior Proof Reader, the experience as Copy Holder should now be a mandatory provision. The Committee, therefore, recommend that the eligibility conditions for filling up the post of Proof Reader may be by selection through Open Competitive Examination from amongst the candidates possessing (i) Bachelor's Degree in any discipline, (ii) Diploma in Printing Technology or Post Graduate Diploma in Book Publishing from any Institute approved by AICTE and (iii) 3 years experience as Copy Holder in English and Hindi in Central/State Government/State Legislature Secretariats/Central/State Public Sector Undertakings/Autonomous bodies /Industries/ Establishments coming under the purview of Factories Act, 1948, as amended/Employees' Provident Fund and Miscellaneous Provisions Act, 1952, as amended with Desirable qualifications of Certificate in computer course recognized by AICTE/DOEACC or courses equivalent to 'O' level in terms of syllabus and duration of course as prescribed by DOEACC.**

(f) Upgradation of the posts of Printer in Grade Pay of Rs. 2800 to Grade Pay of Rs. 4200 and merger with the posts of Lithographic Operator in Grade Pay Rs. 4200

The Committee note that the post of Lithographic Operator is filled up by promotion from persons in the grade of Printer with a minimum of 05 years service in the grade and the post of Printer is filled up by direct recruitment through open competitive examination from amongst the candidates possessing Diploma in Printing Technology or Bachelor's Degree in any discipline with 03 years experience or Intermediate with 05 years experience. The Committee, thus, find that Intermediates are also eligible for the post. **Keeping in view the educational qualifications prescribed for the post, the Committee do not favour upgradation of the post of Printer from Grade Pay of Rs. 2800 to Rs. 4200.**

(g) Vacancies in the grade of DTP Operator

The Committee note that the post of DTP Operator in Grade Pay of Rs. 4200 is filled up by direct recruitment and 04 sanctioned posts have not been filled up mainly on account of stringent eligibility conditions prescribed for the post. The Committee were apprised that the work study report has proposed to administratively examine creation of post of Junior DTP Operator in Grade Pay of Rs. 2800 with less stringent eligibility conditions. The Committee feel that due to non-availability of persons in the grade of DTP Operator, the requirement of Junior DTP Operator needs to be met so that there is no dislocation of work.

The Committee, therefore, recommend that a new post with the nomenclature 'Junior DTP Operator' in the Grade Pay of Rs. 2800 may be created and filled up by direct recruitment by selection through open Competitive Examination from amongst the candidates possessing (i) Bachelor's degree in any discipline from a recognized University or Diploma in Printing Technology of 03 years duration recognized by AICTE, (ii) Certificate in computer course recognized by AICTE/DOEACC or courses equivalent to 'O' level in terms of syllabus and duration of course as prescribed by DOEACC, (iii) typing speed of 40 wpm either in English or Hindi with preference to those qualifying the typing speed both in English and Hindi and (iv) 01 year experience in Desk Top Publishing work in Central/State Government/State Legislature Secretariats/Central/State Public Sector Undertakings /Autonomous bodies/Industries/ Establishments coming under the purview of Factories Act, 1948, as amended/Employees' Provident Fund and Miscellaneous Provisions Act, 1952, as amended.

The Committee also recommend that the post of DTP Operator may be filled up by promotion from persons in the proposed grade of Junior DTP Operator with a minimum of 05 years service in the grade and the 04 posts of DTP Operator presently lying vacant may be kept in abeyance and operated at the level of Junior DTP Operator till the persons in the proposed grade of Junior DTP Operator become eligible for promotion to the post of DTP Operator.

II. BINDERY SECTION

The demands received from officials of Bindery Section relating to improvement in service conditions *inter alia* included implementation of recommendations of cadre review /work study, merger of posts of Junior Production Assistant in Grade Pay of Rs. 4200 with the posts of Production Assistant in Grade Pay of Rs. 4600, merger of posts of Production Assistant in Grade Pay of Rs.4600 with the posts of Senior Production Assistant in Grade Pay of Rs.4800 and the Grade Pay of Binder Grade-II viz. Rs. 2400 be at par with that of Junior Proof Reader/Printer viz. Rs. 2800.

The Committee note that there are 7 grades in Bindery Section with 35 sanctioned posts. The entry level post is Warehouseman with Grade Pay of Rs. 2200, which is filled up by direct recruitment. The post above Warehouseman is Binder Grade-II in Grade Pay of Rs. 2400, which is filled up by dual modes viz. direct recruitment and promotion. The remaining posts in the Grade Pay(s) of Rs. 2800, 4200, 4600, 4800 & 5400 in PB-3 are filled up by promotion.

The post-wise sanctioned strength and mode of appointment in various Grades is as under:

S. No.	Post	Grade Pay	No. of post (s)	Mode of appointment
13.	Production Officer	5400 in PB-3	01	100% by Promotion
14.	Senior Production Assistant	4800	01	100% by Promotion
15.	Production Assistant	4600	04	100% by Promotion
16.	Junior Production Assistant	4200	09	100% by Promotion
17.	Binder Grade-I	2800	06	100% by Promotion
18.	Binder Grade-II	2400	06	50% by Promotion and 50% by Direct Recruitment
19.	Warehouseman	2200	08	100% by Direct Recruitment
TOTAL			35	

The demands raised by officials of Bindery Section are discussed in the succeeding paragraphs.

(a) Implementation of cadre review /work study report

The Committee have separately recommended that the best possible proposal for creation of posts/restructuring be made and steps be taken to ensure implementation of cadre review/work study proposals across various Services in a month.

(b) Upgradation of Grade Pay(s) of Rs. 4200 to Rs. 4600 and Rs. 4600 to Rs. 4800

The Committee note that the post(s) of Junior Production Assistant, Production Assistant and Senior Production Assistant are filled up by promotion.

The Committee do not find any justification for upgradation of the post of Junior Production Assistant in Grade Pay of Rs. 4200 with the posts of Production Assistant in Grade Pay of Rs. 4600, merger of posts of Production Assistant in Grade Pay of Rs.4600 with the posts of Senior Production Assistant in Grade Pay of Rs.4800 as the post(s) of Production Assistant and Senior Production Assistant are considered as incentive grade(s) for providing promotional opportunities to the incumbents in the grade(s) of Junior Production Assistant and Production Assistant respectively.

(c) **Upgradation of post of Warehouseman in Grade Pay of Rs. 2200 to the post of Binder Grade-II in Grade Pay of Rs. 2400.**

The Committee have separately recommended that all post(s) in Grade Pay of Rs. 2200 in both the Secretariats be upgraded and merged with Grade Pay of Rs. 2400 w.e.f. 01.01.2016. Consequently, the post of Warehouseman in Grade Pay Rs. 2200, which is filled up by direct recruitment shall cease to exist and get merged with the post of Binder Grade-II in Grade Pay Rs. 2400, which is filled up by dual modes viz. promotion and direct recruitment. **The Committee, therefore recommend that the recruitment rules for the post of Binder Grade-II be revised and it may be filled up by direct recruitment only as per the existing methods of recruitment and qualifications for appointment.**

The Committee note that based on the recommendations of third Parliamentary Pay Committee (2001), the Assured Career Progression Scheme (ACP) was introduced for the employees of both the Secretariats w.e.f. 09.08.1999 i.e. the date from which the said Scheme was introduced for Central Government employees by Government of India. The Scheme provided two financial upgradations - first upgradation after completion of a period of 12 years of regular service and the second after completion of 24 years of regular service in the Secretariat.

The Committee also note that a demand for grant of financial upgradation after completion of 8 years of service under the Assured Career Progression Scheme was not acceded to by the Fourth Parliamentary Pay Committee, which presented its report in April, 2009.

The Committee were informed that in May, 2009, Modified Assured Career Progression Scheme (MACPS) was introduced by Government of India for Central Government Civilian employees w.e.f. 01.09.2008 in supersession of earlier Assured Career Progression Scheme (ACPS). Under the MACP Scheme, three financial upgradations are allowed on completion of 10, 20 and 30 years of regular service counted from the direct entry grade.

The Committee further note that based on the recommendations of fourth Parliamentary Pay Committee (2009), a Time Scale Promotion Scheme was introduced in the year 2009, which was modified in 2010 & subsequently replaced by Time Scale Placement Scheme w.e.f. 01.01.2011. Under this Scheme, only financial benefits as admissible in the case of normal promotion are given. There is no change in the designation, classification or status. The scheme has been made applicable to all the promotional grades upto the level of Joint Secretary. The eligibility conditions for employees upto the level of Director for their Time Scale Placement to higher grade(s) is one year more than the minimum period of service prescribed in the feeder grade. The financial benefit under Time Scale Placement Scheme is granted to the employees after rendering 04 or 06 or 07 years of service in the grade. In the year 2012, the TSP Scheme was modified and the benefit was also extended to those holding isolated post(s)/grade(s) or those holding the post(s)/grade(s) beyond which no further promotional avenue is available.

Demands were received from the persons holding the post of Muralist, Despatch Rider & Senior Library Attendant, who were granted first financial upgradation after 12 years under ACP Scheme to remove stagnation by introducing MACPS & provide promotional avenues. It was also demanded that the post of Muralist in Grade Pay of Rs. 2400 may be granted Grade Pay of Rs. 4200.

The Committee were apprised that these three categories of employees were not covered under Time Scale Placement Scheme and a proposal to introduce MACPS Scheme especially to cover them could not be materialized as a better Time Scale Placement Scheme is already in operation. The Committee were also apprised that there is no provision under the existing Time Scale Placement Scheme to provide financial benefits for the second and the third time, which are otherwise admissible under MACPS. The Committee were also informed that MACPS exist in the Rajya Sabha Secretariat.

The Committee, thus, find that the existing TSP Scheme provides one-time benefit to those holding isolated post(s)/grade(s) or those holding the post(s)/grade(s) beyond which no further promotional avenue is available but it does not have any provision to provide financial benefits for the second and third time, which are otherwise admissible under MACPS. The Committee, therefore, recommend that the Time Scale Placement Scheme be revisited so as to provide financial benefits for the second and the third time to the persons holding isolated posts viz. Muralist, Despatch Rider, Security Assistant Grade-II (Pharmacist), retired Senior Library Attendants granted financial upgradation under ACP Scheme and also to those holding the post(s)/grade(s) beyond which no further promotional avenue is available but the persons have more than 10 years of service left after grant of first Time Scale Placement viz. Staff Car Driver(Special Grade), Senior Reporgrapher, Senior Chamber Attendant (Special Grade) etc. The Committee do not find any justification to grant of Grade Pay of Rs. 4200 to the post of Muralist, which is filled up by direct recruitment for which educational qualifications prescribed is Matriculation. With a view to addressing stagnation in the grade of Senior Library Attendant, the Committee have separately recommended introduction of promotional Grade of Senior Library Attendant (Special Grade).

A number of suggestions were received from the various categories of employees of the Lok Sabha Secretariat for revision of nomenclature as under: -

Existing nomenclature	Desired nomenclature
Parliamentary Reporter Grade- I	Deputy Director (Reporting)
Parliamentary Reporter Grade- II	Assistant Director (Reporting)
Parliamentary Interpreter Grade-I	Deputy Director(Interpretation)
Parliamentary Interpreter Grade-II	Executive Officer(Interpretation)
Assistant Director(Security)	Deputy Director(Security)
Senior Security Assistant (Technical)	Assistant Security Officer (Technical)
Security Assistant Grade-I	Assistant Security Officer
Assistant Security Officer	Deputy Security Officer
Senior Executive Assistant	Executive Officer/Assistant Executive Officer
Executive Officer	Senior Executive Officer
Research Assistant	Assistant Research Officer
Junior Library Assistant	Library Assistant
Translator	Translation Officer
Senior Printing Assistant	Assistant Manager of Printing
Staff Car Driver Grade-II	Transport Assistant Grade-II
Staff Car Driver Grade-I	Transport Assistant Grade-I
Staff Car Driver (Special Grade)	Senior Transport Assistant
Attendant Grade-III	Office Assistant / Work Assistant
Attendant Grade-II	Senior Office Assistant / Junior Work Assistant
Chamber Attendant	Chamber Assistant / Senior Work Assistant
Senior Chamber Attendant	Senior Chamber Assistant / Secretariat Work Assistant / Senior Chamber Office Assistant
Senior Chamber Attendant (Special Grade)	Special Grade Assistant / Senior Secretariat Work Assistant / Special Grade Office Assistant
Housekeeper Grade- III/Farrash-III	Work Assistant / Room Care Taker- Grade-III
Housekeeper Grade-II	Work Assistant-II/Room Care Taker- Grade-II
Housekeeper Grade-I	Work Assistant-III/Room Care Taker - Grade-I
Housekeeper (Special Grade)	Work Assistant-IV/Room Care Taker (Special Grade)

Suggestions were also received to revise the nomenclature of various posts in such a way that the designation should reflect the work performed by the employees. It was also suggested that nomenclature given by 3rd Parliamentary Pay Committee, which appropriately reflected the functionality of the post may be reverted to. Suggestions were also received for re-designation of the posts of Senior Private Secretary and Translator as Deputy Director (PSSS) and Assistant Editor, respectively, in the Rajya Sabha Secretariat.

Analysis

The Committee note that the demand for revision of designation of various posts have been received largely from Lok Sabha Secretariat. The Committee were apprised that earlier there was difference in nomenclature of certain posts in the two Secretariats. The Second Cadre Review Committee constituted in the year 2014 in Rajya Sabha Secretariat had *inter alia* examined the demands for redesignation of various posts in that Secretariat and had recommended changes, keeping in view functionality of the post and the existing designation in Lok Sabha Secretariat, which have since been implemented.

The Committee are of the view that since the nomenclature of various posts have been revised by Rajya Sabha Secretariat in the recent past, no further revision in designations presently available in Rajya Sabha Secretariat is warranted except for various categories of posts in Staff Car Drivers grade for which the designation may be revised as under: -

Sl. No.	Existing Nomenclature	Revised Nomenclature
1.	Staff Car Driver (Special Grade)	Sarathi (Vishisht)
2.	Staff Car Driver Grade-I	Sarathi (Pratham)
3.	Staff Car Driver Grade-II	Sarathi (Dwitiya)
4.	Staff Car Driver(Ordinary Grade)	Sarathi (Sadharan)

As regards revision of nomenclature of various posts in Lok Sabha Secretariat, the Committee were informed that the nomenclature of the following 03 posts were revised recently by Lok Sabha Secretariat as under: -

Service	Existing Nomenclature	Revised Nomenclature
Parliament Security Service	Senior Security Assistant	Assistant Security Officer
Clerical Service	Senior Clerk	Senior Secretariat Assistant
	Junior Clerk	Secretariat Assistant

The Committee are of the view that consequent upon revision of nomenclature of some posts in Rajya Sabha Secretariat and in Government of India, the designation(s) available in these organization(s) have become superior to certain posts in Lok Sabha Secretariat having higher Grade Pay which is affecting the morale of the employees of Lok Sabha Secretariat adversely. The Committee feel that superior designations not only help in attracting quality manpower but also increase the number of responses of the candidates for direct recruitment from open market for various posts. The Committee are also of the considered view that designations in Lok Sabha and Rajya Sabha Secretariats ought to be identical to the extent possible.

Recommendations

Keeping in view all the relevant factors in mind as mentioned above, the Committee recommend that the nomenclature of following posts in the Rajya Sabha and Lok Sabha Secretariat may be revised as under: -

Rajya Sabha Secretariat

Sl. No.	Existing Nomenclature	Revised Nomenclature
1.	Staff Car Driver (Special Grade)	Sarathi (Vishisht)
2.	Staff Car Driver Grade-I	Sarathi (Pratham)
3.	Staff Car Driver Grade-II	Sarathi (Dwitiya)
4.	Staff Car Driver(Ordinary Grade)	Sarathi (Sadharan)

Lok Sabha Secretariat

Sl. No.	Existing Nomenclature	Revised Nomenclature
LAFEA Service		
1.	Senior Executive/Legislative/Committee/Protocol Assistant	Assistant Executive/Legislative/Committee/Protocol Officer
2.	Executive/Legislative/Committee/Protocol Assistant	
3.	Staff Car Driver (Special Grade)	Sarathi (Vishisht)
4.	Staff Car Driver Grade-I	Sarathi (Pratham)
5.	Staff Car Driver Grade-II	Sarathi (Dwitiya)
6.	Staff Car Driver(Ordinary Grade)	Sarathi (Sadharan)
LARRDI Service		
7.	Research/Reference Assistant	Assistant Research/Reference Officer
8.	Senior Library Attendant	Library Attendant Grade-II
9.	Junior Library Attendant	
Verbatim Reporting Service		
10.	Parliamentary Reporter Grade-I	Senior Parliamentary Reporter
11.	Parliamentary Reporter Grade-II	Parliamentary Reporter
Private Secretaries and Stenographic Service		
12.	Personal Assistant	Assistant Private Secretary
13.	Stenographer	Personal Assistant
Simultaneous Interpretation Service		
14.	Parliamentary Interpreter Grade-I	Senior Parliamentary Interpreter

15.	Parliamentary Interpreter Grade-II	Parliamentary Interpreter
Printing & Publications Service		
16.	Assistant Director (Printing & Publication)	Deputy Director (Printing & Publication)
17.	Manager of Printing	Printing Officer
18.	Senior Printing Assistant	Assistant Printing Officer
19.	Senior Production Assistant	Assistant Production Officer
20.	Warehouseman	Binder Grade-II
Parliament Security Service		
21.	Assistant Director (Security)	Deputy Director (Security)
22.	Assistant Director (Marshal)	Deputy Director (Marshal)
23.	Assistant Director(Technical)	Deputy Director (Technical)
24.	Senior Security Assistant (Technical)	Assistant Security Officer (Technical)
25.	Housekeeper Grade-I	Housekeeper (Special Grade)
26.	Housekeeper Grade-II	Housekeeper Grade-I
27.	Housekeeper Grade-III/Farrash-III	Housekeeper Grade-II/Farrash
Parliament Museum		
28.	Senior System Analyst	Senior Technical Officer
29.	System Analyst	Technical Officer
30.	Senior Technical Assistant	Assistant Technical Officer
Messengers Service		
31.	Chamber Attendant	Senior Chamber Attendant
32.	Attendant Grade-II	Chamber Attendant
33.	Attendant Grade-III	Attendant

As regards the demand to revert to the designation(s) recommended by the 3rd Parliamentary Pay Committee, the Committee are of the view that better designation(s) are presently available in Lok Sabha Secretariat. Hence, there is no need to revert to the old designation(s) recommended by the 3rd Parliamentary Pay Committee.

S.NO.85 **GRANT OF OLD PENSION SCHEME TO CASUAL LABOURERS/ SESSIONAL ATTENDANTS APPOINTED ATTENDANTS GRADE-III AS DIRECT RECRUITS AFTER 01.01.2004**

A demand was received from Casual Labourers/Sessional Attendants appointed Attendants Grade-III as direct recruits after 01.01.2004 for inclusion in Old Pension Scheme on the grounds that after ruling of Hon'ble Supreme Court of India various Ministries of Government of India have granted this benefit to their Casual Labourers regularized after 01.01.2004.

The Committee note that the Ministry of Finance, Department of Expenditure, Controller General of Accounts *vide* OM F.No.1(7)(2)/2003/TA dated 07.01.2004 had introduced Defined Contribution Pension Scheme i.e. the New Pension Scheme, which came into force with effect from 01.01.2004 and was made applicable to all the new entrants to Central Government Service, except to Armed Force, joining Government Service on or after 01.01.2004. The OM further stipulated that Defined Benefit Pension and GPF will not be available to such new Government servants joining Government service on or after 01.01.2004.

The Committee were informed that the aforesaid Office Memorandum was adopted *in toto* by both the Secretariats and made applicable to the employees joining the respective Secretariat on or after 01.01.2004.

Position in Lok Sabha Secretariat

The Committee were informed that the orders issued by the Government of India from time to time with regard to the matters connected with the Casual Labourers have not been adopted by the Secretariat and as an alternate measure, the engagement/deployment of Casual Labourers in Lok Sabha Secretariat is regulated by internal orders of the Secretariat issued with the approval of Hon'ble Speaker.

The Committee were also informed that as per established practice during Session period, Casual Labourers as per their seniority are appointed as Sessional Attendant Grade-III. Their services are utilized one week before the commencement of the Session and upto 3 days after the termination of the Session excluding the intervening holidays. Thereafter, their services as Sessional Attendant Grade-III are terminated and they perform the duties as Casual Labourers for the inter-Session period. During their service as Sessional Attendant Grade-III they are entitled to pay (including HRA, Transport Allowance and DA as revised from time to time and Parliamentary Allowance on pro-rata basis) as applicable to the regular employees to the post of Attendant Grade-III. However, they are not entitled to medical and LTC facilities. Contribution towards CGHS, CGEGIS, GPF etc. is also not deducted from them. Once the House is adjourned *sine die*, the Sessional Attendants so appointed are reverted as casual labourers for the inter-Session period and draw wages as admissible to casual labourers. Thus, during session period, such Sessional Attendants are neither regular attendants nor Casual Labourers. These Sessional Attendants/Casual Labourers are considered for regular appointment as Attendant Grade-III as per prescribed qualifications and other criteria against direct recruitment quota.

The Committee were apprised that representations were received from Casual Labourers/Sessional Attendants appointed Attendants Grade-III as direct recruits after 01.01.2004 for inclusion in Old Pension Scheme citing the judgement of Hon'ble High Court of Punjab and Haryana, Chandigarh dated 23.01.2013 in the Civil Writ Petition No. 1432 of 2012 wherein the Hon'ble High Court has *inter-alia* held that daily wagers of Punjab Government who were appointed prior to 2004 but later on regularised in the Government Service after 01.01.2004 be treated in the Old Pension Scheme and GPF Scheme. The Hon'ble Supreme Court of India in the Special Leave Petition filed by Government of Punjab has also not interfered with the above order of Hon'ble High Court of Punjab and Haryana.

The Committee were informed that the issues raised by the representationists was examined in the Lok Sabha Secretariat in the light of orders issued by DOPT *vide* OM No.49014/2/2014-ESTT (c) dated 26.02.2016 and 28.07.2016 clarifying that the benefit of Old Pension Scheme and GPF is admissible only to those casual workers who are covered under the Casual Labourers (Grant of Temporary Status and Regularization) Scheme of 1993 and it may be strictly ensured that it does not lead to demand by regularly recruited fresh employees appointed on or after 1.1.2004 for similar benefit in place of New Pension Scheme (NPS). The request of the representationists to include them under the Old Pension Scheme/GPF was not acceded to as the Scheme of 1993 of DOPT is not applicable to Casual Labourers of the Lok Sabha Secretariat.

Position in Rajya Sabha Secretariat

The Committee were also informed that the issue is under examination in the Rajya Sabha Secretariat and they have introduced Casual Labourers (Grant of Temporary Status) Scheme, 2017, whereas no such Scheme exists in the Lok Sabha Secretariat.

Analysis and recommendations

The Committee, thus note that while the representations have been examined and decision taken in the Lok Sabha Secretariat, the Rajya Sabha Secretariat have yet to take a decision in the matter. The Committee, agree with the in-depth examination of the matter by Lok Sabha Secretariat and do not find any justification for re-opening the case. The Committee would expect the Rajya Sabha Secretariat to consult Lok Sabha Secretariat so as to have a uniform approach in the matter. The Committee also desire that a Scheme regarding grant of Temporary Status to the Casual Labourers on the lines of the Scheme similar to that of the Rajya Sabha Secretariat may be examined and introduced in the Lok Sabha Secretariat. The Committee strongly recommend that the work presently being done by regular Attendants be re-assessed so that the work being done by the Casual Labourers could be entrusted to the regular Attendants and the system of engagement of Casual Labourers in both the Secretariats be discontinued at the earliest.

The Committee were informed that as per established practice during Session period, Casual Labourers as per their seniority are appointed as Sessional Attendant Grade-III. Their services are utilized one week before the commencement of the Session and upto 3 days after the termination of the Session excluding the intervening holidays. Thereafter, their services as Sessional Attendant Grade-III are terminated and they perform the duties as Casual Labourers for the inter-Session period. These Sessional Attendants/Casual Labourers are considered for regular appointment as Attendant Grade-III as per prescribed qualifications and other criteria against direct recruitment quota. Prior to 2006, the services rendered by them during their stint as Sessional Attendant used to be counted for pay fixation and calculation of retirement benefits.

Demands were made before the Committee that the benefit of Sessional Service for the purpose of increments and counting service for terminal benefits after their regularization in the grade, which existed before 2006 and was abruptly stopped from 01.01.2006 be reviewed and restarted.

The Committee were apprised that after the implementation of the Sixth CPC recommendations, a separate entry pay was prescribed for direct recruits appointed to a post at each Grade Pay. While implementing the decisions of the Fourth Parliamentary Pay Committee, constituted after Sixth CPC, all those Sessional Messengers who were regularized on or after 01.01.2006 were treated as direct recruits and their pay fixed under the relevant provisions of the CCS (RP) Rules, 2008, as the same was more beneficial for them, giving them a higher entry pay. Consequently, no benefit of their Sessional service was made admissible to them for increment purposes w.e.f. 01.01.2006 by both the Secretariats. However, the recently introduced "*Casual Labourers (Grant of Temporary Status) Scheme, 2017*" in the Rajya Sabha Secretariat provides for protection of pay of Sessional Messenger (Temporary Status) on their regularization. The Committee were also apprised that the policy of reckoning Sessional service for determining the terminal benefits has not been reviewed.

The Committee note that the concept of separate entry level pay for direct recruits no longer exists in the revised pay structure effective from 01.01.2016, as per the Seventh Central Pay Commission recommendations. The Committee have separately recommended introduction of a Scheme regarding grant of Temporary Status to the Casual Labourers of the Lok Sabha Secretariat on the lines of the Scheme of the Rajya Sabha Secretariat. The Committee, therefore, recommend that the desirability of extending benefit of sessional service for the purpose of increments and counting service for terminal benefits may be re-examined by both the Secretariats in consultation with each other.

S.NO. 87 REPLACEMENT OF NEW PENSION SCHEME BY OLD PENSION SCHEME

A demand was received from a large number of employees appointed after 01.01.2004 as direct recruits for inclusion in Old Pension Scheme in place of New Pension Scheme.

The Committee note that the Ministry of Finance, Department of Expenditure, Controller General of Accounts vide OM F.No.1(7)(2)/2003/TA dated 07.01.2004 had introduced Defined Contribution Pension Scheme i.e. the New Pension Scheme, which came into force with effect from 01.01.2004 and was made applicable to all the new entrants to Central Government Service, except to Armed Force, joining Government Service on or after 01.01.2004.

The Committee were informed that the aforesaid Office Memorandum was adopted *in toto* by both the Secretariats and made applicable to employees joining the respective Secretariat on or after 01.01.2004.

The Committee note that an identical demand was not agreed to by the Fourth Parliamentary Pay Committee on the grounds that the Orders issued by the Government of India have been adopted by the respective Secretariat.

The Committee, do not find any justification in the repeated demand and, therefore, do not accept the same.

S.NO. 88

INCREASE IN FAMILY PENSION FROM 30% TO 50%

A demand was received to increase the Family Pension from 30% of last pay drawn to 50% of last pay drawn.

The Committee note that the Family Pension is granted to the family members of deceased employee, as per provisions contained in Rule 54 of CCS (Pension) Rules, 1972, which have been adopted by the Secretariat. The Committee, do not find any justification for deviation from the Rules and, therefore, do not accept the demand.

S.NO.89 ANOMALY IN PENSION OF RETIRED SECRETARIES-GENERAL OF LOK SABHA AND RAJYA SABHA

The Committee note that the appointment to the post of Secretary-General, Lok Sabha is made by selection by the Speaker in consultation with the Leader of the House and the Leader of the Opposition from amongst those who have made their mark by long years of service in the Parliament or State Legislatures or the Civil Service, appointment being by any of the methods of recruitment viz. promotion, deputation, contract, as may be considered appropriate on each occasion. Similarly, the Secretary-General, Rajya Sabha is also appointed by Chairman, Rajya Sabha and the appointment is made by promotion/deputation/contract.

The post of Secretary-General carries scales of pay, position and status of the Cabinet Secretary. The age of retirement of the Secretary-General, as per the rule, is 62 years. However, this does not apply to those who are appointed on the basis of contract.

The Committee were apprised that the present rule relating to the appointment provides enough flexibility to the Speaker, Lok Sabha/Chairman, Rajya Sabha to select the most suitable person for the post of Secretary-General and also retain her/him in the service of the House irrespective of her/his age. The Committee were also apprised that the overriding consideration is the services of an experienced and competent Officer being made available to the House.

Representations were received from some of the Secretaries-General of Rajya Sabha citing anomaly in pension of those who were appointed by promotion/deputation *vis-à-vis* those appointed on the basis of contract on certain terms and conditions. It was pointed out that the Secretaries-General appointed on contract get less pension as compared to those appointed by promotion/deputation. A demand was, therefore, made that the quantum of pension to the retired Secretaries-General of both the Secretariats be the same irrespective of their mode of appointment.

The Committee were apprised that while the Officers appointed Secretary-General by promotion/deputation get pay & allowances in the scale of pay (fixed) of the post of Secretary-General, the pay & allowances of the Officers appointed Secretary-General on contract basis are determined by deducting their pension from the scale (fixed) attached to the post of Secretary-General.

The Committee note that in terms of provisions contained in Rule 33 of CCS (Pension) Rules, 1972, as amended, read with Rule 9 of Fundamental Rules, the pension of a civil Government Servant is determined on the basis of the emoluments (Basic pay) drawn by her/him immediately before retirement. The Committee were apprised that while the Officers appointed by promotion/deputation draw pension on the basis of emoluments (fixed Basic Pay) drawn immediately before retirement in the scale of pay attached to the post of Secretary-General, the Officers appointed on contract basis draw pension on the basis of emoluments (Basic Pay) drawn immediately before retirement in the scale of pay attached to the post from which they had retired prior to their appointment as Secretary-General. Consequently, in the case of persons appointed Secretary-General by promotion/deputation, the pension is more as compared to those appointed on the basis of contract. The Committee, thus, find that in respect of persons retiring from the same post, the quantum of pension is different depending upon the mode of appointment, which in the opinion of the Committee is not appropriate.

The Committee, therefore, recommend that the Officers who retired from the post of Secretary and subsequently, appointed Secretary-General, Lok Sabha/Rajya Sabha on contract basis be paid pension equivalent to that applicable to Cabinet Secretary.

Background

The Committee note that the concept of grant of Child Care Leave to female employees for a maximum period of two years (i.e. 730 days) during their entire service for taking care of upto two children below 18 years of age was introduced on the basis of recommendations of the 6th Central Pay Commission. The Committee also note that the orders issued by the Government of India in this regard from time to time have been adopted by the Secretariat. The Committee were apprised that CCS (Leave) Rules, 1972, have been adopted by the Secretariat. It was also brought to the notice of the Committee that as per internal orders of the Lok Sabha Secretariat, a restriction of availing Child Care Leave(CCL) of upto 180 days in continuation of Maternity leave has been imposed. Further, during session period, the Child Care Leave is granted in exceptional and justified cases such as sickness of the child.

Suggestions

A number of suggestions were received by the Committee that the female employees of the Secretariat may be allowed to proceed on child care leave for taking care of studies of their children appearing for Board examinations of 10th and 12th class during Parliament session period. A number of female employees demanded that the restriction of availing Child Care Leave(CCL) upto 180 days in continuation of Maternity leave be removed and CCL may be allowed for 730 days in one go in continuation of Maternity Leave. Suggestions were also received for grant of Child Care Leave for 10 days in a year to father of school going children to cater to their study/examination and health related needs. It was also demanded that the instructions regarding grant of Child Care Leave be uniformly made applicable to Gazetted as well as Non-Gazetted employees. These demands/suggestions have been discussed in the succeeding paragraphs.

(a) **CCL during 10th and 12th Class Board Examinations & beyond 180 days in continuation of Maternity Leave**

The Committee note that 10th and 12th class Board examinations generally fall during the Budget session of Parliament and as per internal instructions CCL is not granted during this period. The Committee were apprised that since Child Care Leave during that period is not admissible, female employees generally proceed on other kind of leave(s) admissible to them so as to cater to the examination needs of the child.

The Committee also note that the instructions of Government of India do not impose any restriction on grant of Child Care Leave beyond 180 days in continuation of Maternity Leave. However, a restriction of availing Child Care Leave(CCL) of upto 180 days in continuation of Maternity leave has been imposed by the Lok Sabha Secretariat.

The Committee feel that the internal instructions with regard to grant of Child Care Leave have been issued keeping in view the functional requirement of the Secretariat. The Committee, therefore, recommend that status quo be maintained.

(b) CCL of 10 days to male employees

The Committee note that with regard to entitlement for Child Care Leave the Seventh Central Pay Commission has recommended as under:

*“The Commission notes that in the event a male employee is single, the onus of rearing and nurturing the children falls squarely on his shoulders. **Hence extension of CCL to single male parents is recommended.** Moreover, the Commission recognizes the additional responsibility on the shoulders of employees who are single mothers. Accordingly, it is recommended that for such employees, the conditionality of three spells in a calendar year should be relaxed to six spells in a calendar year”.*

The Committee were informed that formal orders on implementation of the aforesaid recommendation of the Seventh Central Pay Commission are yet to be issued by Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pension.

As regards the demand for grant of Child Care Leave of 10 days to male employees to take care of child’s needs like study/examination and health related issues, etc., the Committee recommend that since the Child Care Leave is granted as per the orders issued by the Government of India, status quo be maintained in the matter and no special dispensation be made.

(C) Uniform applicability of CCL instructions to Gazetted as well as Non-Gazetted employees

The Committee were informed that the internal instructions regarding grant of CCL issued by the Secretariat do not differentiate between gazetted and non-gazetted officers and are uniformly applicable. The only difference is that the admissibility of the leave to gazetted and non-gazetted officers is processed by two different Branch(es). **The Committee feel that at the time of admissibility of leave, it may be ensured by the Branch(es) concerned that the internal instructions issued by the Secretariat are not violated. The Committee desire appropriate instructions in this regard be issued so as to avoid any discontentment in this regard.**

The Committee note that presently the employees of both the Secretariats are entitled to 08 days' Casual Leave and 02 Restricted Holidays in a calendar year. Earned Leave can be accumulated up to 300 days in addition to the number of days for which encashment is allowed along with LTC.

A number of suggestions were received by the Committee that the number of Casual Leave may be increased from the present 08 days to 10/12/15 days in a year. Demands were also made before the Committee that the present limit of accumulation of Earned Leave of 300 days for the purpose of encashment on superannuation may either be removed or increased to 350 days. Suggestions were also received to increase Restricted Holiday from 02 to 08 days in a calendar year.

The Committee were informed that the leave entitlement of employees of both the Secretariats is as per the orders issued by the Government of India. The Committee were apprised that CCS(Leave) Rules, 1972, have also been adopted by both the Secretariats.

The Committee note that a demand to increase the number of days of casual leave from 08 to 18 days in respect of employees of the Rajya Sabha Secretariat was not acceded to by the 3rd Parliamentary Pay Committee for want of valid justification to depart from the rules in the Government of India governing the grant/entitlement of leave.

The Committee are, therefore, of the view that grant of Casual Leave, Earned Leave and Restricted Holiday to the employees of both the Secretariats may continue as per the orders issued by the Government of India and adopted by the Secretariats. The Committee, therefore, recommend that *status quo* in the matter be maintained and no special dispensation be made.

The Committee note that as per extant instructions, only non-gazetted officials are entitled to compensatory off *in lieu of* attending office on Saturday(s)/Sunday(s)/Holiday(s). The leave is required to be availed within a period of 1 year from the date it becomes due with the restriction that it cannot be availed during the period commencing from the date of issue of summons till the date of prorogation of respective Houses.

A demand was made before the Committee that Compensatory Leave may be granted to the gazetted officers also. It was also demanded that the period to avail Compensatory leave may be increased from 1 to 2 years.

The Committee note that the 3rd Parliamentary Pay Committee did not agree with the demand for grant of compensatory leave to the gazetted officers for attending office on holidays.

The Committee do not find any valid justification in the demand of Gazetted Officers so as to depart from the rules governing the grant/entitlement of compensatory leave. The Committee, however, feel that the demand for increasing the period to avail Compensatory leave from 01 to 02 years, could be considered as the leave cannot be availed during Session period, which normally comprises six months including the date of issue of summons till the date of prorogation. This will also encourage the non-gazetted employees not to avail the leave during inter-session period simply on the grounds that the leave will lapse, if not availed.

A demand was received that Bereavement Leave may be introduced for employees of both the Secretariats for attending last rites and rituals of immediate family members.

The Committee note that presently the employees of both the Secretariats are entitled to 8 days' Casual Leave, 20 days' Half Pay Leave (commutable to Medical Leave) and 30 days' Earned Leave in a calendar year. In addition, a few other types of leave are also admissible. Besides, Non-gazetted employees are also granted Compensatory Leave in lieu of attending office on Saturday(s)/Sunday(s)/ Holiday(s). The Committee also note that the Secretariats observe a five-day week which results in 104 holidays every year on account of weekends. In addition, there are three National Holidays, fourteen Gazetted Holidays and two Restricted Holidays.

The Committee, thus, find that the employees can adequately take care of the situations for which Bereavement Leave is demanded by availing any kind of leave due and admissible. The Committee, therefore, find no justification for introducing such kind of leave and recommend that no special dispensation be made in this regard. However, the leave due and admissible applied on such occasion may be considered sympathetically.

S.NO. 94

LEAVE TRAVEL CONCESSION (LTC)

The Committee note that Leave Travel Concession (LTC) is granted to the employees of both the Secretariats to facilitate home town travel as well as travel to different parts of the country.

There were demands to permit LTC for SAARC countries, increasing the earned leave encashment from 60 days to 120 days, extending the LTC facility on the lines of Public Sector Undertakings, introducing LTC after retirement and granting two months' pay *in lieu of* LTC.

The Committee were informed that CCS (LTC) Rules, 1988 and orders issued by the Government of India from time to time regarding the facility of LTC have been adopted by both the Secretariats.

As the demands are not covered under CCS (LTC) Rules and the orders adopted by the Secretariat, the Committee feel that *status quo* in the matter be maintained.

S.NO. 95 PROVISION FOR MAKING LEAVE APPLICATION ELECTRONICALLY

A suggestion was received by the Committee that there should be a provision of availing various kinds of leave through digital portals *via* Section email id or customized software in the Rajya Sabha Secretariat.

The Committee were apprised that that the facility has already been introduced in the Lok Sabha Secretariat and a decision has recently been taken to implement the e-office Software Package developed by NIC, in the Rajya Sabha Secretariat. The package also includes e-Leave (Leave Management System) Module which would facilitate application for leave through digital portal.

Taking note of the administrative action being taken, the Committee would expect extension of the facility to the employees in a month.

Suggestions/Demands

Suggestions/demands were received from the employees of Lok Sabha Secretariat for enactment of an Act under Article 98(2) of the Constitution of India so as to address the issue of independence and neutrality of the Secretariat and for enhancing functional autonomy of the Secretariats of Parliament. The representatives of the Rajya Sabha Secretariat Employees Association also advocated for enactment of Act during interaction with Chairperson of the Committee.

Constitutional Provisions

Article 98 of the Constitution of India reads as follows:-

- “(1) Each House of Parliament shall have a separate secretarial staff; provided that nothing in this clause shall be construed as preventing the creation of posts common to both Houses of Parliament.*
- (2) Parliament may by law regulate the recruitment, and the conditions of service of persons appointed, to the secretarial staff of either House of Parliament.*
- (3) Until provision is made by Parliament under clause (2), the President may, after consultation with the Speaker of the House of the People or the Chairman of the Council of States, as the case may be, make rules regulating the recruitment, and the conditions of service of persons appointed, to the secretarial staff of the House of the People or the Council of States, and any rules so made shall have effect subject to the provisions of any law made under the said clause.”*

The Committee note that in exercise of the powers conferred by the above mentioned provisions of the Constitution, the Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1955 were framed and promulgated by the President after consultation with the Speaker on 1st October, 1955. Similarly, the Rajya Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1957 were framed and promulgated by the President in consultation with the Chairman on 15th March, 1957.

The Committee were apprised that Parliament has not so far enacted any law for regulating the recruitment, and the conditions of service of the secretarial staff of either House by invoking provisions contained in Article 98(2). Accordingly, Officers and staff of the Secretariats continue to be governed by the aforesaid Rules framed under Article 98(3) of the Constitution of India. The powers conferred on the Chairman and the Speaker by these Rules are exercised by them through Recruitment and Conditions of Service orders issued from time to time.

Introduction of Private Members Bills in Lok Sabha and Rajya Sabha

The Committee were informed that during 12th Lok Sabha, Shri G.M. Banatwala introduced the House of the People (Administration) Bill, 1998 on 02.06.1998, which sought to provide for the appointment of a Commission to oversee the administration of the Secretarial Staff of the House of the People and for matters connected therewith. During 13th Lok Sabha, he introduced the House of the People (Administration) Bill, 1999 on 03.12.1999, which was similar to the Bill introduced by him earlier. Thereafter, during 13th Lok Sabha, Shri Mohan Singh, introduced the House of the People (Administration) Bill, 2006 on 28.07.2006 which was more or less similar to the Bill(s) introduced by Shri Banatwala.

In the Rajya Sabha, Shri Som Pal introduced the Council of States (Administration) Bill, 1997 on 25.07.1997 to provide for the administration of the Council of States. On the same day, he also introduced the House of the People (Administration) Bill, 1997 to provide for the administration of the House of the People. On 12.05.2000, Dr. Y. Lakshmi Prasad, introduced the Council of States (Administration) Bill, 1999 to provide for the establishment of a Commission to oversee the administration of the secretarial staff of the Council of States and for matters connected therewith. On 28.07.2006, Shri Vijay J. Darda introduced the Rajya Sabha Secretariat (Administration) Bill, 2006 to provide for the administration of the Rajya Sabha Secretariat by constituting a Commission to look after recruitment and conditions of services of the officers and staff of the Rajya Sabha Secretariat and for matter connected therewith or incidental thereto.

Position in the United Kingdom

The Committee were apprised that in United Kingdom, a Commission has been formed under the House of Commons (Administration) Act, 1978 by the House of Commons. The Commission appoints all staff in the House Departments, and determines their numbers, remuneration and other terms and conditions of service.

Recommendations of the Third Parliamentary Pay Committee

The Committee note that the Third Parliamentary Pay Committee had deliberated on this issue in 2001 and recommended as under:

“It was demanded that a Commission on the lines of the House of Commons in the United Kingdom (UK) might be formed for the recruitment and governance of LSS employees. In this connection, the Committee note that the administration of the House of Commons, UK is governed by the House of Commons (Administration) Act, 1978 enacted by the House of Commons. The service conditions of the employees of the LSS are regulated by the Lok Sabha Secretariat (Recruitment and Conditions of Services) Rules, 1955 framed in terms of provisions contained in Article 98 of the Constitution of India. The structure of Service/cadre in the House of Commons and in the LSS is different. Since the R&CS Rules have served well in the administration of both the Secretariats for more than 45 years, the Committee feel that the present system may continue.”

Recommendations of National Commission to Review the Working of the Constitution (NCRC)

The Committee further note that the National Commission to Review the Working of the Constitution (NCRC), set up by the Government of India in 2000, in its Report presented to Prime Minister on 31.03.2002 had made following recommendations regarding 'Secretariats of Parliament'.

"No law has so far been passed under article 98(2) to regulate the recruitment and the conditions of service of persons appointed to the secretarial staff of either House of Parliament. The Constitution provides for such a law being passed and it would be desirable to do so. The Commission recommends that legislation envisaged in article 98(2) be undertaken to reorganise the Secretariats as independent and impartial instruments of Parliament, with special emphasis on upgrading professional competence. Parliament does not need a big staff. It needs a small staff of high calibre. If this matter is not taken in hand now, chances are that the professional quality of staff recruited to serve Parliament will suffer. Moreover, their independence and impartiality may on occasions be questioned."

The Committee were informed that considering the nature and importance of the recommendations made by NCRC, Hon'ble Speaker, Lok Sabha in consultation with Hon'ble Chairman, Rajya Sabha constituted a Committee of three Officers on 03.10.2003, under the Chairmanship of Secretary-General, Lok Sabha with Secretary-General, Rajya Sabha & Secretary, Ministry of Parliamentary Affairs as Members of the Committee, to examine the recommendations made by NCRC with regard to the Institution of Parliament and make specific proposals for follow-up action.

The Committee of Secretaries *inter alia* considered the above-mentioned observation of NCRC and in the light of recommendation of Parliamentary Pay Committee on the subject, recommended as under:

"After considering the various aspects of the issue, the Committee are of the view that there is no need for bringing legislation under article 98 of the Constitution to regulate the recruitment and service conditions of employees of the Lok Sabha and Rajya Sabha Secretariats. However, the Secretariats may continue to organize training programmes for the staff, as is being done now, from time to time, to upgrade their professional skills".

The Report of the Committee was presented to the Presiding Officers of both the Houses of Parliament in July, 2005.

Analysis and Recommendations

The Committee note that some Members of Parliament took initiative on the issue and introduced Private Members Bills from time to time, which could not proceed further. The Committee also note that divergent views were expressed on the issue by the National Commission to Review the Working of the Constitution (NCRC) and the third Parliamentary Pay Committee/ Committee of Secretaries appointed by Speaker, Lok Sabha.

The Committee agree with the recommendations of the National Commission to Review the Working of the Constitution (NCRC) that legislation envisaged in article 98(2) be undertaken to reorganise the Secretariats as independent and impartial instruments of Parliament, with special emphasis on upgrading professional competence.

The Committee are of the considered view that invoking provisions contained under Article 98(3) was a temporary arrangement, which should not have been allowed to continue for a period of more than 60 years. In the opinion of the Committee, the primary reason for the difficulties being faced by both the Secretariats is absence of an Act under Article 98(2) as no exercise has been taken to review the rules framed under Article 98(3).

The Committee also note that in United Kingdom, a Commission has been formed under the House of Commons (Administration) Act, 1978 by the House of Commons. The Commission appoints all staff in the House Departments, and determines their numbers, remuneration and other terms and conditions of service. Similar provisions exist in Canada also. The Committee, therefore, advocate enactment of such an Act under Article 98 (2) of the Constitution, which will not only result in strengthening democratic values and Institutions but also improve quality of recruitment and bring efficiency in work.

The Committee, therefore, recommend that the Ministry of Parliamentary Affairs should take urgent steps to bring a legislation as envisaged under article 98(2) of the Constitution in the ensuing winter/ budget session of Parliament. The Committee firmly believe that enactment of such an Act even after more than 60 years of coming into force of the Rules framed under Article 98(3) will be a step forward in the right direction and will also be a pace setter for State Legislatures, so as to have a qualitative and professionally competent staff. In addition, while the issues relating to status of the employees of both the Secretariats will be resolved, their independence and impartiality will also be maintained. This will also put an end to the allegations being made with regard to arbitrariness and favouritism in both the Secretariats.

A number of suggestions were received by the Committee with regard to the training of Officers/staff within India and abroad which *inter alia* included pre-promotion training as in vogue in Government of India, mandatory training/refresher course in-coordination with Government/Indian Institute of Management (IIMs)/ Reputed International Institutes/ Units of United Nations, skill or personality development training, nomination of non-gazetted officials of Library for Library related training programmes, introduction of Comprehensive training Programme for Interpreters including nomination to UN and EU headquarters every year for training in interpretation and effective training programme of at least 3 months' duration with a component for providing foreign training and exposure to best global practices for all the direct recruits.

The Committee note that a demand for in-service training to Officers and staff was also made before the 2nd Parliamentary Pay Committee and the Committee had recommended that the existing system of organizing in-service training to various categories of staff by the Bureau of Parliamentary Studies and Training (BPST) should continue and with a view to imparting seriousness to these training programmes, the post training examinations may be conducted on the pattern of the instructions issued by the Institute of Secretariat Training and Management (ISTM) under the Department of Personnel and Training for holding of similar examinations.

A demand on similar lines was also made before the 3rd Parliamentary Pay Committee, which *inter alia* emphasized the need for making the training process more effective with a view to improving the quality of parliamentary administration.

The 4th Parliamentary Pay Committee had recommended that the demand for training facility to employees within India and abroad may be looked into administratively.

Position in the Lok Sabha Secretariat

The Committee note that in the Lok Sabha Secretariat, Bureau of Parliamentary Studies and Training (BPST) is the nodal agency for conducting training of Officers/staff, the Rajya Sabha Secretariat have a separate Training Cell. The Committee also note that BPST conducts various training programmes for others also.

The Committee were informed the matters relating to the training of officers/staff of Parliament Security Service in the Lok Sabha Secretariat are being dealt with by the officials of Parliament Security Service. The Committee do not find any justification for conducting training of officers/staff by two Units viz. Parliament Security Service and BPST. The Committee were informed that in the year 2005 an in principle decision was taken with the approval of Speaker for comprehensive training of Officers and staff and the work was assigned to Administration, which was subsequently transferred to BPST in the year 2007. The work relating to nomination of Officers to attend various Conferences within and outside India was also transferred from Administration to BPST.

The Committee note that BPST provides parliamentarians, parliamentary staff and others with institutionalized opportunities for systematic training in the various disciplines of parliamentary institutions, processes and procedures. Its activities *inter-alia* include conducting /organizing Orientation Programmes, Lectures and Seminars for members of Parliament and of State Legislatures, Lecture Series for Members of Parliament, Training, Attachment and Study Visits/tours of Presiding Officers, members and officers of foreign Parliaments, Appreciation Courses for Probationers of All India and Central Services and Middle Level officers of the Government of India, Training, attachment and study tour opportunities for parliamentary officials from India to foreign Parliaments and training institutions.

The Committee are of the considered view that there should be a centralized Training Division for conducting training of officers/staff of the Lok Sabha Secretariat. The Committee, therefore, recommend setting up of a separate “Training Division” under Administration, which should primarily be responsible for identification of Institutes within and outside India, nomination of Officers/staff, formulation of course modules to suit the functional requirements of the Secretariat and conducting training programmes to cater to in-service training requirements of the officers/staff of the Secretariat in consultation with the Joint Secretary in-charge of respective Service. The programme/courses should *inter alia* include orientation programmes, induction level training, refresher courses training Parliamentary Practice and Procedures, Committee System, Legislation, Workshop on Noting & Drafting, Basic/Middle/Advanced Management, Training related to Administrative functions, Financial Management, Computer Skills, nomination of officers/staff to attend various Conferences within and outside India.

Position in the Rajya Sabha Secretariat

The Committee were informed that while the First Cadre Review Committee had recommended for comprehensive trainings, the Second Cadre Review Committee stated that 'nature of training courses need to be more diversified so as to cater to all the services of the Secretariat. For that purpose, if need be, employees should be encouraged for undergoing foreign training courses. The argument of shortage of staff/officers should not work as blockade for such outside exposure'. The Second Cadre Review Committee also examined the demand of Interpreters for exposure to training abroad to familiarize themselves with latest technology in their field and recommended that the Training Cell needs to look into centres for focused training for Interpreters within the country and outside.

The Committee are of the view that in-service training is an effective medium to develop skills of workforce in a rapidly changing/upgrading environment and thereby helping the organization in the long run. The Committee, therefore, feel that there is an urgent need to comprehensively review the existing Training policy/facilities being extended to the employees of both the Secretariats in order to align it with the needs of the employees as well as the Secretariats. The Committee also feel that the officers of Simultaneous Interpretation Service in both the Secretariats should strive to be multilingual and the Secretariats should facilitate this endeavour. Incentivising acquisition of such additional skills could also be considered by both the Secretariats.

In addition, the Committee also recommend training of Officers/staff abroad by signing of Memorandum of Understanding with Foreign Parliaments for bilateral exchange programmes.

S.NO.98 ISSUES PERTAINING TO ENGAGEMENT OF CONSULTANTS IN LSTV

The Committee note that the Speaker in consultation with Leaders of Political parties in Lok Sabha, took the historic decision in August 2005 to start a 24-hour television channel of Lok Sabha, independent of Doordarshan, that would be carried by cable operators all over the country. On 24 July, 2006, with the commencement of the Monsoon Session, Lok Sabha Television began continuous 24 hour broadcast. This monumental development placed the Lok Sabha on a unique pedestal making it one of the selected Houses in the World which owns and operates a TV Channel. The Lok Sabha Channel is also available throughout the country on the Doordarshan DTH platform. To further enhance the reach of the Channel, a website of Lok Sabha TV Channel was launched by the Speaker, Lok Sabha on 09.05.2012. The Website has placed the LSTV Channel on the internet domain to extend its reach to wider, younger audience on the one hand and to help people seeking to address their concern on the other.

In addition to the live and recorded telecast of proceedings of the Lok Sabha, the Channel also features various informative, interactive and substantial value-added programmes of general interest and on issues relating to democracy, governance, social, economic and constitutional issues and citizens concerns. Amendments in the Cable Television Networks (Regulation) Act, 1995 have been made, making it compulsory for each cable operator in the nation to carry LSTV on their cable network.

The Committee were informed that the Lok Sabha Television is not a revenue earning channel on the lines of private channels, but works on the principles of a public broadcaster so as to cater to the masses and to that section of the nation that is interested in the day to day working of Parliament, debates on social issues, discussions on international affairs, views of visiting dignitaries, documentaries on culture, common man's issues etc.

The Committee were apprised that as on date, 112 Consultants are in position in the Lok Sabha Television Channel and their engagement is being regulated in terms of internal orders of the Secretariat. The Consultants are engaged on certain terms and conditions which *inter alia* include designation, fee and period of engagement. Initially, they are engaged for a period of 03 years on a consolidated fee. They are granted 10% increase in fee on yearly basis and their term of engagement are also extended, subject to appraisal of satisfactory performance of their work and conduct. Since the Consultants do not hold any post, they are not treated as employees of the Lok Sabha Secretariat in terms of Rule 2 (d) of the Lok Sabha Secretariat (R&CS) Rules, 1955.

The Committee note that a comprehensive exercise was undertaken in the year(s) 2008/2009 to have a permanent structure of LSTV as far as manpower is concerned and the methods of recruitment and eligibility conditions for appointment to various categories of posts in Lok Sabha Television Service came into force w.e.f. 08.04.2009 and 130 permanent posts upto the level of Chief Producer were created w.e.f. 08.04.2009. In addition, 05 temporary posts of the level of Executive Director/Director were also created w.e.f. 08.04.2009. By another order issued by the Lok Sabha Secretariat, these 135 permanent/temporary posts in the Lok

Sabha Television Service ceased to exist w.e.f. 23.12.2010 and the Lok Sabha Television Service also ceased to be one of the organised Services of the Secretariat as the Speaker decided that all posts of LSTV be filled up either on contract basis or by deputation. With regard to the policy of the Secretariat regarding creation/abolition of posts, the Committee were informed that the methods of recruitment and qualifications for appointment to various categories of posts and creation/abolition thereof are decided at the level of Hon'ble Speaker keeping in view the functional requirements of the Secretariat.

Demands were received from persons engaged as Consultants in LSTV regarding regularisation of their services, providing promotional avenues and other facilities like CGHS, Gratuity, Accommodation, Provident Fund etc. as admissible to other regular employees of the Lok Sabha Secretariat.

The Committee note that their mandate is *inter-alia* confined only to recommend the changes that are considered desirable in the structure of scales of pay of employees of both the Secretariats in the context of the decision of the Government of India on the recommendations of the 7th Central Pay Commission, effective from 01.01.2016. The Consultants, who do not hold any post are not treated as employees of the Lok Sabha Secretariat, as such, the matters relating to engagement of Consultants in LSTV do not come under the purview of the Committee.

The Committee find that some of the Consultants engaged with the Channel are well qualified and experienced but do not get remuneration commensurate with their qualification and experience. Their capabilities need to optimally utilized and at the same time their compensation should also be proportionate to their qualifications and experience vis-a-vis those possessing lesser qualifications and experience.

The Committee, therefore, consider it desirable that the Channel, which has completed 12 years, should be well structured with defined code of recruitment and rules for regularization of Contract and fixation of remuneration so that there is least element of arbitrariness.

The Committee also feel that senior level positions in the channel should be occupied by high caliber, experienced, professionally as well as technically qualified persons preferably from Indian Information Service, Indian Institute of Mass Communication etc. For contractual appointments, the services of Broadcast Engineering Consultants India Limited (BECIL) should be utilised. This will not only help in improvement in content, quality and standard of programmes but also pave the way for increase in TRP ratings of the channel.

The Committee further recommend introduction of new informative programmes of academic interest like discussions on reports presented by various Committees, expert opinion on Legislative bills which will strengthen democratic values amongst the masses.

S.NO. 99 INCLUSION OF THE NAMES OF SECRETARIES GENERAL OF LOK SABHA AND RAJYA SABHA UNDER ARTICLE 11 OF WARRANT OF PRECEDENCE FOR CEREMONIAL FUNCTIONS.

The Committee note that the post of Secretary-General carries scale of pay, position and status of the Cabinet Secretary. Accordingly, the names of Secretary-General, Lok Sabha and Secretary-General, Rajya Sabha should figure along with the name of Cabinet Secretary under Article 11 of the Warrant of Precedence. The Committee were informed that the names of Secretaries-General, Lok Sabha and Rajya Sabha figure under Article 23 instead of Article 11 of the Warrant of Precedence for Ceremonial Functions.

The Committee note that the Fourth Parliamentary Pay Committee had recommended that immediate steps should be taken to amend the Warrant of Precedence to place the Secretaries-General, Lok Sabha and Rajya Sabha in the proper category.

The Committee were also informed that the Lok Sabha Secretariat have from time to time taken up with the Ministry of Home Affairs the question of amending the Warrant of Precedence to include the names of Secretary-General, Lok Sabha and Secretary-General, Rajya Sabha under Article 11. However, an amendment to this effect is yet to be issued.

Expressing their displeasure on the lackadaisical approach of the Ministry in the matter, the Committee strongly recommend that the matter regarding amendment to the Warrant of Precedence so as to include the names of Secretaries-General of Lok Sabha and Rajya Sabha under Article 11 be taken up at the highest level. The Committee further desire that till suitable amendments are made to the Warrant of Precedence, the Ministry of Home Affairs may be requested to issue suitable instructions to all concerned conveying the status of Secretaries-General of both the Houses of Parliament and advising them to accord Secretaries-General precedence as applicable to the Cabinet Secretary in Ceremonial Functions.

APPENDIX – I

STATEMENT SHOWING REVISED PAY STRUCTURE RECOMMENDED BY THE PARLIAMENTARY PAY COMMITTEE FOR APPLICATION TO VARIOUS CATEGORIES OF POSTS IN THE LOK SABHA SECRETARIAT

S.No	Post	Service	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
			Pay Band	Pay Bands/Scale	Grade Pay	Level in Pay Matrix	Level in Pay Matrix		Group
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
1.	Housekeeper Grade-III	Security	PB-1	5200-20200	1900	2	2	Housekeeper Grade-II	C
2.	Farrash	Security	PB-1	5200-20200	1900	2	2	Farrash	C
3.	Attendant Grade-III	Messengers	PB-1	5200-20200	1900	2	2	Attendant	C
4.	Housekeeper Grade-II	Security	PB-1	5200-20200	2000	3	3	Housekeeper Grade-I	C
5.	Attendant Grade-II	Messengers	PB-1	5200-20200	2000	3	3	Chamber Attendant	C
6.	Security Guard [Dog Handler]*	Security	PB-1	5200-20200	2200	--	4	---	C
7.	Security Guard [Kennelman/Cook]*	Security	PB-1	5200-20200	2200	--	4	---	C
8.	Muralist	LAFEA	PB-1	5200-20200	2400	4	4	---	C
9.	Staff Car Driver [Ordinary Grade]	LAFEA@	PB-1	5200-20200	2400	4	4	Saarthi (Sadharan)	C
10.	Despatch Rider	LAFEA@	PB-1	5200-20200	2400	4	4	---	C
11.	Junior Library Attendant**	LARRDI	PB-1	5200-20200	2200	--	4	Library Attendant Grade-II	C
12.	Senior Library Attendant	LARRDI	PB-1	5200-20200	2400	4			
13.	Reprographer Grade II	Ptg. & Pub	PB-1	5200-20200	2400	4	4	---	C
14.	Warehouseman**	Ptg. & Pub	PB-1	5200-20200	2200	--	4	Binder Grade-II	C
15.	Binder Grade-II	Ptg. & Pub	PB-1	5200-20200	2400	4			
16.	Housekeeper Grade-I**	Security	PB-1	5200-20200	2200	--	4	Housekeeper (Special Grade)	C
17.	Housekeeper [Special Grade]	Security	PB-1	5200-20200	2400	4			
18.	Chamber Attendant**	Messengers	PB-1	5200-20200	2200	--	4	Senior Chamber Attendant	C
19.	Senior Chamber Attendant	Messengers	PB-1	5200-20200	2400	4			
20.	Staff Car Driver Grade-II	LAFEA@	PB-1	5200-20200	2800	5	5	Saarthi (Dwitiya)	C
21.	Printer	Ptg. & Pub	PB-1	5200-20200	2800	5	5	---	C
22.	Reprographer Grade I	Ptg. & Pub	PB-1	5200-20200	2800	5	5	---	C
23.	Binder Grade-I	Ptg. & Pub	PB-1	5200-20200	2800	5	5	---	C
24.	Senior Chamber Attendant [Spl.	Messengers	PB-1	5200-20200	2800	5	5	---	C

S.No	Post	Service	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
			Pay Band	Pay Bands/Scale	Grade Pay				
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
	Grade]								
25.	Senior Housekeeper^	Security	New Grade				5	NA	C
26.	Library Attendant Grade-I^	LARRDI	New Grade				5	NA	C
27.	Junior DTP Operator ^	Ptg. & Pub	New Grade				5	NA	C
28.	Secretariat Assistant*	Clerical\$	PB-1	5200-20200	2400	4	6	---	B
29.	Staff Car Driver Grade-I	LAFE@	PB-2	9300-34800	4200	6	6	Saarthi (Pratham)	B
30.	DTP Operator	Ptg. & Pub	PB-2	9300-34800	4200	6	6	---	B
31.	Lithographic Operator	Ptg. & Pub	PB-2	9300-34800	4200	6	6	---	B
32.	Junior Proof Reader**	Ptg. & Pub	PB-1	5200-20200	2800	5	6	Proof Reader	B
33.	Proof Reader	Ptg. & Pub	PB-2	9300-34800	4200	6			
34.	Senior Reprographer	Ptg. & Pub	PB-2	9300-34800	4200	6	6	---	B
35.	Security Assistant Grade-II	Security	PB-2	9300-34800	4200	6	6	---	B
36.	Security Assistant Grade-II [Technical]	Security	PB-2	9300-34800	4200	6	6	---	B
37.	Security Assistant Grade-II [Pharmacist]	Security	PB-2	9300-34800	4200	6	6	---	B
38.	Junior Library Assistant	LARRDI	PB-2	9300-34800	4200	6	6	---	B
39.	Junior Production Assistant	Ptg. & Pub	PB-2	9300-34800	4200	6	6	---	B
40.	Senior Secretariat Assistant*	Clerical\$	PB-2	9300-34800	4200	6	7	---	B
41.	Stenographer*	PS & Steno	PB-2	9300-34800	4200	6	7	Personal Assistant	B
42.	Staff Car Driver [Special Grade]	LAFE@	PB-2	9300-34800	4600	7	7	Saarthi (Vishisht)	B
43.	Senior Library Assistant	LARRDI	PB-2	9300-34800	4600	7	7	---	B
44.	Printing Assistant	Ptg. & Pub	PB-2	9300-34800	4600	7	7	---	B
45.	Production Assistant	Ptg. & Pub	PB-2	9300-34800	4600	7	7	---	B
46.	Hindi Assistant	E&T	PB-2	9300-34800	4600	7	7	---	B
47.	Security Assistant Grade-I	Security	PB-2	9300-34800	4600	7	7	---	B
48.	Security Assistant Grade-I [Technical]	Security	PB-2	9300-34800	4600	7	7	---	B
49.	Curatorial Assistant	Museum	PB-2	9300-34800	4600	7	7	---	B
50.	Conservation Assistant	Museum	PB-2	9300-34800	4600	7	7	---	B

S.No	Post	Service	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
			Pay Band	Pay Bands/Scale	Grade Pay				
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
51.	Technical Assistant	Museum	PB-2	9300-34800	4600	7	7	---	B
52.	Executive/Legislative/Committee /Protocol Assistant**	LAFEA	PB-2	9300-34800	4600	7	8	Assistant Executive/ Legislative/Committee/ Protocol Officer	B
53.	Senior Executive/Legislative/ Committee/Protocol Assistant	LAFEA	PB-2	9300-34800	4800	8			
54.	Research/Reference Assistant	LARRDI	PB-2	9300-34800	4800	8	8	Assistant Research/ Reference Officer	B
55.	Personal Assistant*	PS & Steno	PB-2	9300-34800	4600	7	8	Assistant Private Secretary	B
56.	Senior Printing Assistant	Ptg. & Pub	PB-2	9300-34800	4800	8	8	Assistant Printing Officer	B
57.	Senior Production Assistant	Ptg. & Pub	PB-2	9300-34800	4800	8	8	Assistant Production Officer	B
58.	Translator	E&T	PB-2	9300-34800	4800	8	8	---	B
59.	Assistant Security Officer	Security	PB-2	9300-34800	4800	8	8	---	B
60.	Senior Security Assistant [Technical]	Security	PB-2	9300-34800	4800	8	8	Assistant Security Officer (Technical)	B
61.	Senior Curatorial Assistant	Museum	PB-2	9300-34800	4800	8	8	---	B
62.	Senior Conservation Assistant	Museum	PB-2	9300-34800	4800	8	8	---	B
63.	Senior Technical Assistant	Museum	PB-2	9300-34800	4800	8	8	Assistant Technical Officer	B
64.	Executive/Legislative/Committee /Protocol Officer	LAFEA	PB-3	15600-39100	5400	10	10	---	A
65.	Welfare Officer [Ex-cadre]	LAFEA	PB-3	15600-39100	5400	10	10	---	A
66.	Research/Reference Officer	LARRDI	PB-3	15600-39100	5400	10	10	---	A
67.	Parliamentary Reporter Grade-II	Reporting	PB-3	15600-39100	5400	10	10	Parliamentary Reporter	A
68.	Senior Personal Assistant**	PS & Steno	PB-2	9300-34800	4800	8	10	Private Secretary	A
69.	Private Secretary	PS & Steno	PB-3	15600-39100	5400	10			
70.	Parliamentary Interpreter Grade-II	Interpretation	PB-3	15600-39100	5400	10	10	Parliamentary Interpreter	A
71.	Manager of Printing	Ptg. & Pub	PB-3	15600-39100	5400	10	10	Printing Officer	A

S.No	Post	Service	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
			Pay Band	Pay Bands/Scale	Grade Pay				
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
72.	Production Officer	Ptg. & Pub	PB-3	15600-39100	5400	10	10	---	A
73.	Assistant Editor	E&T	PB-3	15600-39100	5400	10	10	---	A
74.	Security Officer	Security	PB-3	15600-39100	5400	10	10	---	A
75.	Security Officer [Technical]	Security	PB-3	15600-39100	5400	10	10	---	A
76.	Marshal	Security	PB-3	15600-39100	5400	10	10	---	A
77.	Deputy Curator	Museum	PB-3	15600-39100	5400	10	10	---	A
78.	Conservator	Museum	PB-3	15600-39100	5400	10	10	---	A
79.	System Analyst	Museum	PB-3	15600-39100	5400	10	10	Technical Officer	A
80.	Under Secretary	LAFEA	PB-3	15600-39100	6600	11	11	---	A
81.	Deputy Director [LARRDIS]	LARRDI	PB-3	15600-39100	6600	11	11	---	A
82.	Senior Private Secretary	PS & Steno	PB-3	15600-39100	6600	11	11	---	A
83.	Parliamentary Interpreter Grade-I	Interpretation	PB-3	15600-39100	6600	11	11	Senior Parliamentary Interpreter	A
84.	Assistant Director [Printing & Publications]	Ptg. & Pub	PB-3	15600-39100	6600	11	11	Deputy Director (Printing & Publication)	A
85.	Editor	E&T	PB-3	15600-39100	6600	11	11	---	A
86.	Assistant Director [Security]	Security	PB-3	15600-39100	6600	11	11	Deputy Director (Security)	A
87.	Assistant Director [Marshal]	Security	PB-3	15600-39100	6600	11	11	Deputy Director (Marshal)	A
88.	Assistant Director [Technical]	Security	PB-3	15600-39100	6600	11	11	Deputy Director (Technical)	A
89.	Parliamentary Reporter Grade-I	Reporting	PB-3	15600-39100	6600	11	11	Senior Parliamentary Reporter	A
90.	Curator	Museum	PB-3	15600-39100	6600	11	11	---	A

S.No	Post	Service	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
			Pay Band	Pay Bands/Scale	Grade Pay				
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
91.	Senior Conservator	Museum	PB-3	15600-39100	6600	11	11	---	A
92.	Senior System Analyst	Museum	PB-3	15600-39100	6600	11	11	Senior Technical Officer	A
93.	Deputy Secretary	LAFEA	PB-3	15600-39100	7600	12	12	---	A
94.	Joint Director [LARRDIS]	LARRDI	PB-3	15600-39100	7600	12	12	---	A
95.	Joint Director [Reporting]	Reporting	PB-3	15600-39100	7600	12	12	---	A
96.	Joint Director [PSS]	PS & Steno	PB-3	15600-39100	7600	12	12	---	A
97.	Joint Director [Interpretation]	Interpretation	PB-3	15600-39100	7600	12	12	---	A
98.	Joint Director [Printing]	Ptg. & Pub	PB-3	15600-39100	7600	12	12	---	A
99.	Joint Director [Translation]	E&T	PB-3	15600-39100	7600	12	12	---	A
100.	Joint Director [Security]	Security	PB-3	15600-39100	7600	12	12	---	A
101.	Joint Director[Marshal]	Security	PB-3	15600-39100	7600	12	12	---	A
102.	Joint Director [Technical]	Security	PB-3	15600-39100	7600	12	12	---	A
103.	Chief Curator	Museum	PB-3	15600-39100	7600	12	12	---	A
104.	Chief Conservator	Museum	PB-3	15600-39100	7600	12	12	---	A
105.	Chief Technical Officer	Museum	PB-3	15600-39100	7600	12	12	---	A
106.	Additional Director#	LAFEA	PB-3	15600-39100	8000	--	--	---	A
107.	Additional Director [LARRDIS]#	LARRDI	PB-3	15600-39100	8000	--	--	---	A
108.	Additional Director [Reporting]#	Reporting	PB-3	15600-39100	8000	--	--	---	A
109.	Additional Director [PSS]#	PS & Steno	PB-3	15600-39100	8000	--	--	---	A
110.	Additional Director [Interpretation]#	Interpretation	PB-3	15600-39100	8000	--	--	---	A
111.	Additional Director [Printing]#	Ptg. & Pub	PB-3	15600-39100	8000	--	--	---	A
112.	Additional Director [Translation]#	E&T	PB-3	15600-39100	8000	--	--	---	A

S.No	Post	Service	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
			Pay Band	Pay Bands/Scale	Grade Pay				
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
113.	Additional Director [Security]#	Security	PB-3	15600-39100	8000	--	--	---	A
114.	Additional Director [Technical]#	Security	PB-3	15600-39100	8000	--	--	---	A
115.	Director	LAFEA	PB-4	37400-67000	8700	13	13	---	A
116.	Director [LARRDIS]	LARRDI	PB-4	37400-67000	8700	13	13	---	A
117.	Director [Reporting]l	Reporting	PB-4	37400-67000	8700	13	13	---	A
118.	Director [PSS]	PS & Steno	PB-4	37400-67000	8700	13	13	---	A
119.	Director [Interpretation]	Interpretation	PB-4	37400-67000	8700	13	13	---	A
120.	Director [Printing]	Ptg. & Pub	PB-4	37400-67000	8700	13	13	---	A
121.	Director [Translation]	E&T	PB-4	37400-67000	8700	13	13	---	A
122.	Director [Security]	Security	PB-4	37400-67000	8900	13A	13A	---	A
123.	Joint Secretary [Security]	Security	PB-4	37400-67000	10000	14	14	---	A
124.	Joint Secretary	--	PB-4	37400-67000	10000	14	14	---	A
125.	Additional Secretary	--	HAG	67000-79000	Nil	15	15	---	A
126.	Secretary	--	Apex scale	80000 (fixed)	Nil	17	17	---	A
127.	Secretary General	--	Cabinet Secretary	90000 (fixed)	Nil	18	18	---	A

LSTV

S.No	Post	Pay structure as on 31.12.2015			Revised pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	classification of post
128.	Senior Technical Manager	PB-3	15600-39100	8000	--	--	---	A
129.	EIC cum CE, LSTV	HAG	67000-79000	Nil	15	15	---	A

Notations:

* upgraded with effect from 01.01.2016

** upgraded and merged with the respective higher post with effect from 01.01.2016.

@ to be part of a new Service with the Nomenclature "Saarhi Service"

^ New Grade proposed to be created

\$ to be part of LAFEA Service
dying cadre with effect from 01.01.2019
NA Not applicable

LAFEA	Legislative, Financial Committee, Executive and Administrative Service.
LARRDI	Library, Reference , Research, Documentation and Information Service.
Reporting	Verbatim Reporting Service.
PS & Steno	Private Secretaries and Stenographic Service.
Interpretation	Simultaneous Interpretation Service.
Ptg. & Pub	Printing and Publications Service.
E&T	Editorial and Translation Service.
Security	Parliament Security Service & Housekeeping Wing
Clerical	Clerical Service.
Messengers	Messengers Service.
Museum	Parliament Museum Service
LSTV	Lok Sabha Television Channel

Appendix-II

STATEMENT SHOWING SERVICE WISE DETAILS OF VARIOUS CATEGORIES OF POSTS IN LOK SABHA SECRETARIAT

Sl. No.	Post	Scale/Pay Band & Grade Pay (Pre-Revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
1.	Secretary General	Rs.90000 (fixed)	Level 18	Level 18	---	A
2.	Secretary	Rs.80000 (fixed)	Level 17	Level 17	---	A
3.	Additional Secretary	Rs.67000-79000 (HAG)	Level 15	Level 15	---	A
4.	Joint Secretary	Rs.37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	---	A

I. LAFEA SERVICE

Sl. No.	Post	Pay band & Grade Pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
5.	Director	Rs. 37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
6.	Additional Director*	Rs. 15600-39100 (PB-3) + G.P. 8000	---	---	---	A
7.	Deputy Secretary	Rs. 15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
8.	Under Secretary	Rs. 15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	---	A
9.	Executive/ Legislative/ Committee/ Protocol Officer	Rs. 15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
10.	Senior Executive/ Legislative/ Committee/ Protocol Assistant	Rs. 9300-34800 (PB-2) + G.P. 4800	Level 8	Level 8	Assistant Executive/Legislative /Committee/ Protocol Officer	B
11.	Executive/ Legislative/ Committee/ Protocol Assistant	Rs. 9300-34800 (PB-2) + G.P. 4600	Level 7	Level 7		

12.	Senior Secretariat Assistant	Rs. 9300-34800 (PB-2) + G.P. 4200	Level 6		---	B
13.	Secretariat Assistant	Rs. 5200-20200(PB-1) + G.P. 2400	Level 4	Level 6	---	B
14.	Welfare Officer (Ex-cadre)	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
15	Muralist (Ex-cadre)	Rs. 5200-20200(PB-1) + G.P. 2400	Level 4	Level 4	---	C

II. LARRDI SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
16.	Director (LARRDIS)	Rs. 37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
17.	Additional Director (LARRDIS)*	Rs. 15600-39100 (PB-3) + G.P. 8000	---	---	---	A
18.	Joint Director (LARRDIS)	Rs. 15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
19.	Deputy Director (LARRDIS)	Rs. 15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	---	A
20.	Research/ Reference Officer	Rs. 15600-39100(PB-3) + G.P. 5400	Level 10	Level 10	---	A
21.	Research/ Reference Assistant	Rs. 9300-34800(PB-2) + G.P. 4800	Level 8	Level 8	Assistant Research/ Reference Officer	B
22.	Senior Library Assistant	Rs. 9300-34800(PB-2) + G.P. 4600	Level 7	Level 7	---	B

23.	Junior Library Assistant	Rs. 9300-34800(PB-2) + G.P. 4200	Level 6	Level 6	---	B
24.	Library Attendant Grade-I	New Grade		Level-5	---	C
25.	Senior Library Attendant	Rs. 5200-20200(PB-1) + G.P. 2400	Level 4	Level 4	Library Attendant-II	C
26.	Junior Library Attendant	Rs. 5200-20200(PB-1) + G.P. 2200	-----			

III. VERBATIM REPORTING SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
27.	Director (Reporting)	Rs.37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
28.	Additional Director (Reporting)*	Rs.15600-39100 (PB-3) + G.P. 8000	-----	---	---	A
29.	Joint Director (Reporting)	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
30.	Parliamentary Reporter Grade-I	Rs.15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	Senior Parliamentary Reporter	A
31.	Parliamentary Reporter Grade – II	Rs. 15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	Parliamentary Reporter	A

IV. PRIVATE SECRETARIES AND STENOGRAPHIC SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
32.	Director (PSS)	37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
33.	Additional Director (PSS)*	15600-39100 (PB-3) + G.P. 8000	---	---	---	A
34.	Joint Director (PSS)	15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
35.	Senior Private Secretary	15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	---	A
36.	Private Secretary	15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	Private Secretary	A
37.	Senior Personal Assistant	9300-34800 (PB-2) + G.P. 4800	Level 8			
38.	Personal Assistant	9300-34800 (PB-2) + G.P. 4600	Level 7	Level 8	Assistant Private Secretary	B
39.	Stenographer	9300-34800 (PB-2) + G.P. 4200	Level 6	Level 7	Personal Assistant	B

V. SIMULTANEOUS INTERPRETATION SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
40.	Director (Interpretation)	Rs. 37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
41.	Additional Director (Interpretation)*	Rs. 15600-39100 (PB-3) + G.P. 8000	-----	---	---	A
42.	Joint Director (Interpretation)	Rs. 15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
43.	Parliamentary Interpreter Grade-I	Rs. 15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	Senior Parliamentary Interpreter	A
44.	Parliamentary Interpreter Grade-II	Rs. 15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	Parliamentary Interpreter	A

VI. PRINTING & PUBLICATIONS SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
45.	Director (Printing)	Rs. 37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
46.	Additional Director (Printing)*	Rs.15600-39100 (PB-3) + G.P. 8000	-----	---	---	A
47.	Joint Director (Printing)	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
48.	Assistant Director (Printing & Publications)	Rs.15600-39100 (PB-3) + G.P.6600	Level 11	Level 11	Deputy Director (Printing & Publications)	A
49.	Manager of Printing	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	Printing Officer	A
50.	Senior Printing Assistant	Rs.9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	Assistant Printing Officer	B
51.	Printing Assistant	Rs.9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B
52.	DTP Operator	Rs.9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	---	B
53.	Junior DTP Operator	New Grade		Level 5	--	C
54.	Lithographic Operator	Rs.9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	---	B
55.	Printer	Rs.5200-20200 (PB-1) +G.P. 2800	Level 5	Level 5	---	C

56.	Proof Reader	Rs.9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	Proof Reader	B
57	Junior Proof Reader	Rs.5200-20200 (PB-1) +G.P. 2800	Level 5			
58.	Senior Reprographer	Rs.9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	---	B
59.	Reprographer Grade-I	Rs.5200-20200 (PB-1) +G.P. 2800	Level 5	Level 5	---	C
60.	Reprographer Grade-II	Rs.5200-20200 (PB-1) +G.P. 2400	Level 4	Level 4	---	C
61.	Production Officer	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
62.	Senior Production Assistant	Rs.9300-34800 (PB-2) + G.P. 4800	Level 8	Level 8	Assistant Production Officer	B
63.	Production Assistant	Rs 9300-34800 (PB-2) + G.P.4600	Level 7	Level 7	---	B
64.	Junior Production Assistant	Rs 9300-34800 (PB-2) + G.P. 4200	Level 6	Level 6	---	B
65.	Binder Grade-I	Rs.5200-20200 (PB-1) +G.P. 2800	Level 5	Level 5	--	C
66.	Binder Grade-II	Rs.5200-20200 (PB-1) +G.P. 2400	Level 4	Level 4	Binder Grade-II	C
67.	Warehouseman	Rs.5200-20200 (PB-1) +G.P. 2200	-----			

VII. EDITORIAL AND TRANSLATION SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised nomenclature (if any)	Classification of post
68.	Director (Translation)	Rs.37400-67000 (PB-4) + G.P. 8700	Level 13	Level 13	---	A
69.	Additional Director (Translation)*	Rs.15600-39100 (PB-3) + G.P. 8000	----	----	---	A
70.	Joint Director (Translation)	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
71.	Editor	Rs.15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	---	A
72.	Assistant Editor	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
73.	Translator	Rs.9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	---	B
74.	Hindi Assistant	Rs.9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B

VIII. PARLIAMENT SECURITY SERVICE
A. NON TECHNICAL WING

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Classification of post
75.	Joint Secretary (Security)	Rs.37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	--	A
76.	Director (Security)	Rs. 37400-67000 (PB-4) + G.P. 8900	Level 13A	Level 13A	---	A
77.	Additional Director* (Security)	Rs. 15600-39100 (PB-3) + G.P. 8000	----	---	---	A
78.	Joint Director (Security)	Rs. 15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
79.	Assistant Director (Security)	Rs. 15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	Deputy Director (Security)	A
80.	Security Officer	Rs. 15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
81.	Assistant Security Officer	Rs. 9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	---	B
82.	Security Assistant Grade- I	Rs .9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B
83.	Security Assistant Grade – II	Rs. 9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	---	B
84.	Joint Director (Marshal)	Rs. 15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
85.	Assistant Director (Marshal)	Rs. 15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	Deputy Director (Marshal)	A

86.	Marshal	Rs. 15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
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B. TECHNICAL WING

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Classification of post
87.	Additional Director (Technical)*	Rs.15600-39100 (PB-3) + G.P. 8000	----	---	---	A
88.	Joint Director (Technical)	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
89.	Assistant Director (Technical)	Rs.15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	Deputy Director (Technical)	A
90.	Security Officer (Technical)	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
91.	Senior Security Assistant (Technical)	Rs.9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	Assistant Security Officer (Technical)	B
92.	Security Assistant Grade – I (Technical)	Rs.9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B
93.	Security Assistant Grade – II (Technical)	Rs.9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	---	B
94.	Security Assistant Grade – II (Pharmacist)	Rs.9300-34800 (PB-2) +G.P. 4200	Level 6	Level 6	---	B
95.	Security Guard (Dog Handler)	Rs.5200-20200 (PB-1) +G.P.2200	----	Level 4	---	C
96.	Security Guard (Kennelman/ Cook)	Rs.5200-20200 PB-1) +G.P.2200	----	Level 4	---	C

C. HOUSEKEEPING WING

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Classification of post
97.	Senior Housekeeper	New Grade		Level 5	--	C
98.	Housekeeper [Special Grade]	Rs. 5200-20200 (PB-1) + G.P. 2400	Level 4	Level 4	Housekeeper [Special Grade]	C
99.	Housekeeper Grade-I	Rs. 5200-20200 (PB-1) + G.P. 2200	-----			
100.	Housekeeper Grade-II	Rs. 5200-20200 (PB-1) + G.P. 2000	Level 3	Level 3	Housekeeper Grade-I	C
101.	Housekeeper Grade-III	Rs. 5200-20200 (PB-1) + G.P. 1900	Level 2	Level 2	Housekeeper Grade-II	C
102.	Farrash	Rs. 5200-20200 (PB-1) + G.P. 1900	Level 2	Level 2	---	C

IX. MESSENGERS SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Classification of post
103.	Senior Chamber Attendant [Special Grade]	Rs.5200-20200 (PB-1) + G.P. 2800	Level 5	Level 5	---	C
104.	Senior Chamber Attendant	Rs.5200-20200 (PB-1) + G.P. 2400	Level 4	Level 4	Senior Chamber Attendant	C
105.	Chamber Attendant	Rs.5200-20200 (PB-1) + G.P. 2200	-----			
106.	Attendant Grade-II	Rs.5200-20200 (PB-1) + G.P. 2000	Level 3	Level 3	Chamber Attendant	C
107.	Attendant Grade-III	Rs.5200-20200 (PB-1) + G.P. 1900	Level 2	Level 2	Attendant	C

SAARTHI SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Classification of post
108.	Staff Car Driver (Special Grade)	Rs. 9300-34800 (PB-2) + G.P. 4600	Level 7	Level 7	Saarthi (Vishist)	B
109.	Staff Car Driver Grade – I	Rs. 9300-34800 (PB-2) + G.P. 4200	Level 6	Level 6	Saarthi (Pratham)	B
110.	Staff Car Driver Grade – II	Rs. 5200-20200 (PB-1) + G.P. 2800	Level 5	Level 5	Saarthi (Dwitiya)	C
111.	Staff Car Driver (Ordinary Grade)	Rs. 5200-20200 (PB-1) + G.P. 2400	Level 4	Level 4	Saarthi (Sadharan)	C

112.	Despatch Rider	Rs. 5200-20200 (PB-1) + G.P. 2400	Level 4	Level 4	---	C
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XI PARLIAMENT MUSEUM SERVICE

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Classification of post
113.	Chief Curator	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
114.	Curator	Rs.15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	---	A
115.	Deputy Curator	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
116.	Senior Curatorial Assistant	Rs.9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	---	B
117.	Curatorial Assistant	Rs.9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B
118.	Chief Conservator	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
119.	Senior Conservator	Rs.15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	---	A
120.	Conservator	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	---	A
121.	Senior Conservation Assistant	Rs.9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	---	B
122.	Conservation Assistant	Rs.9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B

123.	Chief Technical Officer	Rs.15600-39100 (PB-3) + G.P. 7600	Level 12	Level 12	---	A
124.	Senior System Analyst	Rs.15600-39100 (PB-3) + G.P. 6600	Level 11	Level 11	Senior Technical Officer	A
125.	System Analyst	Rs.15600-39100 (PB-3) + G.P. 5400	Level 10	Level 10	Technical Officer	A
126.	Senior Technical Assistant	Rs.9300-34800 (PB-2) +G.P. 4800	Level 8	Level 8	Assistant Technical Officer	B
127.	Technical Assistant	Rs.9300-34800 (PB-2) +G.P. 4600	Level 7	Level 7	---	B

LOK SABHA TELEVISION CHANNEL

Sl. No.	Post	Pay band & Grade pay (Pre-revised)	Revised pay structure (provisional)	Revised Pay Structure (Final)	Revised Nomenclature (if any)	Group
128.	EIC cum CE, LSTV	Rs.67000-79000 (HAG)	Level 15	Level 15	--	A
129.	Senior Technical Manager	Rs.15600-39100 (PB-3) + G.P. 8000	---	---	---	A

* Dying cadre w.e.f. 01.01.2019.

APPENDIX – III

**STATEMENT SHOWING REVISED PAY STRUCTURE RECOMMENDED BY THE PARLIAMENTARY PAY COMMITTEE FOR APPLICATION TO VARIOUS CATEGORIES OF
POSTS IN THE RAJYA SABHA SECRETARIAT**

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
1	Sanitary Attendant Grade-III	PSS	PB-1	5200-20200	1900	2	2	-	C
2	Farash	PSS	PB-1	5200-20200	1900	2	2	-	C
3	**Cleaner cum helper	S&DR	PB-1	5200-20200	1900	2	2	-	C
4	Attendant Grade-III	Messenger	PB-1	5200-20200	1900	2	2	Attendant	C
5	#Bearer	Messenger	PB-1	5200-20200	1900	2	2	-	C
6	@Attendant Grade-III	RSTV	PB-1	5200-20200	1900	2	2	-	C
7	Sanitary Attendant Grade-II	PSS	PB-1	5200-20200	2000	3	3	-	C
8	Attendant Grade-II	Messenger	PB-1	5200-20200	2000	3	3	Chamber Attendant	C
9	Sanitary Attendant Grade-I	PSS	PB-1	5200-20200	2200	-	4	-	C
10	Secretariat Assistant	LAFEA	PB-1	5200-20200	2400	4	6	-	B

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
11	Reprographer Grade-II	P&P (Reprographers Service)	PB-1	5200-20200	2400	4	4	-	C
12	Binder Grade-II	P&P (Reprographers Service)	PB-1	5200-20200	2400	4	4	-	C
13	Staff Car Driver (Ordinary Grade)	Saarthi	PB-1	5200-20200	2400	4	4	Saarthi (Sadharan)	C
14	Despatch Rider (Ordinary Grade)	Saarthi	PB-1	5200-20200	2400	4	4	-	C
15	@Senior Attendant	Messenger	PB-1	5200-20200	2400	4	4	Senior Chamber Attendant	C
16	***Attendant Grade-I/Chamber Attendant	Messenger	PB-1	5200-20200	2200	-	4	Senior Chamber Attendant	C
17	Personal Attendant to Chairman/Senior Chamber Attendant	Messenger	PB-1	5200-20200	2400	4			
18	#Bearer Grade-II	Messenger	PB-1	5200-20200	2400	4	4	-	C
19	Cashier	RSTV	PB-1	5200-20200	2400	4	4	-	C
20	Junior Channel Assistant	RSTV	PB-1	5200-20200	2400	4	4	-	C
21	Reprographer Grade-I	P&P (Reprographers Service)	PB-1	5200-20200	2800	5	5	-	C
22	Binder Grade-I	P&P (Reprographers Service)	PB-1	5200-20200	2800	5	5	-	C
23	Staff Car Driver Grade-II	Saarthi	PB-1	5200-20200	2800	5	5	Saarthi (Dwitiya)	C
24	@Despatch Rider Grade-II	Saarthi	PB-1	5200-20200	2800	5	5	-	C

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
25	@Senior Chamber Attendant (Special Grade)	Messenger	PB-1	5200-20200	2800	5	5	-	C
26	@Senior Attendant (Special Grade)	Messenger	PB-1	5200-20200	2800	5	5	Senior Chamber Attendant (Special Grade)	C
27	#Bearer Grade-I	Messenger	PB-1	5200-20200	2800	5	5	-	C
28	Senior Secretariat Assistant	LAFEA	PB-2	9300-34800	4200	6	7	-	B
29	§Junior Library Assistant	LARRDI	PB-2	9300-34800	4200	6	6	-	B
30	Stenographer	PSSS	PB-2	9300-34800	4200	6	7	Personal Assistant	B
31	^Junior Proof Reader	P&P	PB-1	5200-20200	2800	5	6	Proof Reader	B
31	Proof Reader	P&P	PB-2	9300-34800	4200	6			
32	@Senior Reprographer	P&P (Reprographers Service)	PB-2	9300-34800	4200	6	6	-	B
33	**IBM Operator	P&P (Reprographers Service)	PB-2	9300-34800	4200	6	6	-	B
34	Security Assistant Grade-II	PSS	PB-2	9300-34800	4200	6	6	-	B
35	Staff Car Driver Grade - I	Saarthi	PB-2	9300-34800	4200	6	6	Saarthi (Pratham)	B
36	@Despatch Rider Grade-I	Saarthi	PB-2	9300-34800	4200	6	6	-	B
37	Library Assistant	LARRDI	PB-2	9300-34800	4600	7	7	-	B
38	Personal Assistant	PSSS	PB-2	9300-34800	4600	7	8	Assistant Private Secretary	B
39	Printing Assistant	P&P	PB-2	9300-34800	4600	7	7	-	B
40	Security Assistant Grade-I	PSS	PB-2	9300-34800	4600	7	7	-	B

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
41	Security Assistant Grade-I (Technical)	PSS	PB-2	9300-34800	4600	7	7	-	B
42	Staff Car Driver (Special Grade)	Saarthi	PB-2	9300-34800	4600	7	7	Saarthi (Vishisht)	B
43	@Despatch Rider (Special Grade)	Saarthi	PB-2	9300-34800	4600	7	7	-	B
44	Channel Assistant (Finance & Accounts)	RSTV	PB-2	9300-34800	4600	7	7	-	B
45	Channel Assistant (Administration)	RSTV	PB-2	9300-34800	4600	7	7	-	B
46	Channel Assistant (RSTV)	RSTV	PB-2	9300-34800	4600	7	7	-	B
47	Assistant Legislative/Committee /Protocol/Executive Officer	LAFEA	PB-2	9300-34800	4800	8	8	-	B
48	Assistant Research/Reference Officer	LARRDI	PB-2	9300-34800	4800	8	8	-	B
49	Assistant Printing Officer	P&P	PB-2	9300-34800	4800	8	8	-	B
50	Translator	E&T	PB-2	9300-34800	4800	8	8	-	B
51	Assistant Security Officer	PSS	PB-2	9300-34800	4800	8	8	-	B
52	Assistant Security Officer (Technical)	PSS	PB-2	9300-34800	4800	8	8	-	B
53	Legislative/Committee /Protocol/Executive Officer	LAFEA	PB-3	15600-39100	5400	10	10	-	A
54	Research/Reference Officer	LARRDI	PB-3	15600-39100	5400	10	10	-	A
55	Parliamentary Reporter	VRS	PB-3	15600-39100	5400	10	10	-	A

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
56	Private Secretary	PSSS	PB-3	15600-39100	5400	10	10	-	A
57	Parliamentary Interpreter	SIS	PB-3	15600-39100	5400	10	10	-	A
58	Printing Officer	P&P	PB-3	15600-39100	5400	10	10	-	A
59	Editor	E&T	PB-3	15600-39100	5400	10	10	-	A
60	Security Officer/Marshal	PSS	PB-3	15600-39100	5400	10	10	-	A
61	Security Officer (Technical)	PSS	PB-3	15600-39100	5400	10	10	-	A
62	Executive Officer (Finance & Accounts)	RSTV	PB-3	15600-39100	5400	10	10	-	A
63	Executive Officer (Administration)	RSTV	PB-3	15600-39100	5400	10	10	-	A
64	Accounts Officer	RSTV	PB-3	15600-39100	5400	10	10	-	A
65	Under Secretary	LAFEA	PB-3	15600-39100	6600	11	11	-	A
66	Deputy Director (LARRDIS)	LARRDI	PB-3	15600-39100	6600	11	11	-	A
67	Senior Parliamentary Reporter	VRS	PB-3	15600-39100	6600	11	11	-	A
68	Senior Private Secretary	PSSS	PB-3	15600-39100	6600	11	11	-	A
69	Senior Parliamentary Interpreter	SIS	PB-3	15600-39100	6600	11	11	-	A
70	Deputy Director (P&P)	P&P	PB-3	15600-39100	6600	11	11	-	A
71	Deputy Director (E&T)	E&T	PB-3	15600-39100	6600	11	11	-	A
72	Deputy Director (S)	PSS	PB-3	15600-39100	6600	11	11	-	A
73	Deputy Director (Administration)	RSTV	PB-3	15600-39100	6600	11	11	-	A
74	Deputy Secretary	LAFEA	PB-3	15600-39100	7600	12	12	-	A
75	Joint Director (LARRDIS)	LARRDI	PB-3	15600-39100	7600	12	12	-	A
76	Joint Director (Reporting)	VRS	PB-3	15600-39100	7600	12	12	-	A

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
77	Joint Director (PSSS)	PSSS	PB-3	15600-39100	7600	12	12	-	A
78	Joint Director (Interpretation)	SIS	PB-3	15600-39100	7600	12	12	-	A
79	Joint Director (P&P)	P&P	PB-3	15600-39100	7600	12	12	-	A
80	Joint Director (E&T)	E&T	PB-3	15600-39100	7600	12	12	-	A
81	Joint Director (S)	PSS	PB-3	15600-39100	7600	12	12	-	A
82	Joint Director (Technical)	PSS	PB-3	15600-39100	7600	12	12	-	A
83	Joint Director (Administration)	RSTV	PB-3	15600-39100	7600	12	12	-	A
84	Joint Director (Finance & Accounts)	RSTV	PB-3	15600-39100	7600	12	12	-	A
85	^{§§} Additional Director	LAFEA	PB-3	15600-39100	8000	-	-	-	A
86	^{§§} Additional Director (LARRDIS)	LARRDI	PB-3	15600-39100	8000	-	-	-	A
87	^{§§} Additional Director (Reporting)	VRS	PB-3	15600-39100	8000	-	-	-	A
88	^{§§} Additional Director (PSSS)	PSSS	PB-3	15600-39100	8000	-	-	-	A
89	^{§§} Additional Director (Interpretation)	SIS	PB-3	15600-39100	8000	-	-	-	A
90	^{§§} Additional Director (P&P)	P&P	PB-3	15600-39100	8000	-	-	-	A
91	^{§§} Additional Director (E&T)	E&T	PB-3	15600-39100	8000	-	-	-	A
92	^{§§} Additional Director (S)	PSS	PB-3	15600-39100	8000	-	-	-	A
93	^{§§} Additional Director (Administration)	RSTV	PB-3	15600-39100	8000	-	-	-	A
94	Director	LAFEA	PB-4	37400-67000	8700	13	13	-	A
95	Director (Finance)	LAFEA	PB-4	37400-67000	8700	13	13	-	A
96	Director (LARRDIS)	LARRDI	PB-4	37400-67000	8700	13	13	-	A
97	Director (Reporting)	VRS	PB-4	37400-67000	8700	13	13	-	A

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)
98	Director (PSSS)	PSSS	PB-4	37400-67000	8700	13	13	-	A
99	Director (Interpretation)	SIS	PB-4	37400-67000	8700	13	13	-	A
100	@@Director (P&P)	P&P	PB-4	37400-67000	8700	13	13	-	A
101	Director (E&T)	E&T	PB-4	37400-67000	8700	13	13	-	A
102	^^Special Director (S)	PSS	PB-4	37400-67000	8700	13	13	-	A
103	Director (Finance & Accounts)	RSTV	PB-4	37400-67000	8700	13	13	-	A
104	Director (Administration)	RSTV	PB-4	37400-67000	8700	13	13	-	A
105	Director (S)	PSS	PB-4	37400-67000	8900	13A	13A	-	A
106	Joint Secretary (LAFEA)	LAFEA	PB-4	37400-67000	10000	14	14	-	A
107	Joint Secretary (LARRDIS)	LARRDI	PB-4	37400-67000	10000	14	14	-	A
108	Joint Secretary (Reporting)	VRS	PB-4	37400-67000	10000	14	14	-	A
109	Joint Secretary (Interpretation)	SIS	PB-4	37400-67000	10000	14	14	-	A
110	Joint Secretary (E&T)	E&T	PB-4	37400-67000	10000	14	14	-	A
111	Additional Secretary	-	HAG scale	67000-79000	-	15	15	-	A
112	Secretary	-	Apex scale	80000 (fixed)	-	17	17	-	A
113	Secretary General	-	Cabinet Secretary Scale	90000 (fixed)	-	18	18	-	A

*Adopted vide R&CS Order No. 4/2016 dated the 27th July, 2016

** Post abolished vide Order No. RS/24/2017-Perl. dated the 13th April, 2017

#Post of Bearer upgraded to GP Rs 2400 and redesignated as Bearer Grade-II and post of Bearer Grade I created w.e.f. 3.05.2016 vide Order No. RS/1/2016-Perl dated 12.05.2016

@Post created vide Order No. RS/24/2017-Perl. dated the 13th April, 2017

***Post upgraded and merged with the higher post of Personal Attendant to Chairman/Senior Chamber Attendant w.e.f. 01.01.2016

^Post upgraded and merged with the post of Proof Reader (GP Rs 4200) w.e.f. 1.01.2016

Sl. No.	Post	Service	Pay structure as on 31.12.2015			*Revised Pay structure w.e.f. 01.01.2016 (Provisional)	Revised Pay structure w.e.f. 01.01.2016 (Final)	Revised designation	Classification of Post
			Pay Band	Pay Bands/Scale	Grade Pay				
						Level in Pay Matrix	Level in Pay Matrix		
(1)	(2)	(3)	(4)(i)	(4)(ii)	(4)(iii)	(5)	(6)	(7)	(8)

[§]Post upgraded to GP Rs 4600 and redesignated as Library Assistant *vide* Order No. RS/24/2017-Perl. dated the 13th April, 2017

^{§§}Dying cadre w.e.f. 01.01.2019

@@Post temporarily downgraded *vide* Order No. RS/24/2017-Perl. dated the 13th April, 2017

^^Post created w.e.f. 17.07.2017

Notations:

LAFEA	Legislative, Financial, Executive and Administrative Service
LARRDI	Library, Reference, Research, Documentation and Information Service
VRS	Verbatim Reporting Service
PSSS	Private Secretaries and Stenographic Service
SIS	Simultaneous Interpretation Service
P&P	Printing and Publications Service
E&T	Editorial and Translation Service
PSS	Parliament Security Service
S&DR	Saarthi and Despatch Riders Service
Messenger	Messenger Service
RSTV	Rajya Sabha Television Unit

Appendix IV

STATEMENT SHOWING SERVICE WISE DETAILS OF VARIOUS CATEGORIES OF POSTS IN RAJYA SABHA SECRETARIAT

Sl. No.	Post	Scale/Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
1.	Secretary General	Rs. 90000 (fixed)	Level 18	Level 18	---	A
2.	Secretary	Rs. 80000 (fixed)	Level 17	Level 17	---	A
3.	Additional Secretary	Rs. 67000-79000 (HAG)	Level 15	Level 15	---	A

I. LEGISLATIVE, FINANCIAL, EXECUTIVE AND ADMINISTRATIVE (LAFEA) SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
4.	Joint Secretary	Rs. 37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	---	A
5.	Director	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
6.	Director (Finance)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
7.	^{ss} Additional Director	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
8.	Deputy Secretary	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
9.	Under Secretary	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
10.	Legislative/Committee/ Protocol/ Executive Officer	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
11.	Assistant Legislative/Committee/ Protocol/ Executive Officer	Rs. 9300-34800 (PB-2) + G.P. Rs. 4800	Level 8	Level 8	---	B
12.	Senior Secretariat Assistant	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 7	---	B
13.	Secretariat Assistant	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 6	---	B

II. LIBRARY, REFERENCE, RESEARCH, DOCUMENTATION AND INFORMATION (LARRDI) SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
14.	Joint Secretary (LARRDIS)	Rs. 37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	---	A
15.	Director (LARRDIS)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
16.	§§Additional Director (LARRDIS)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
17.	Joint Director (LARRDIS)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
18.	Deputy Director (LARRDIS)	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
19.	Research/Reference Officer	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
20.	Assistant Research/Reference Officer	Rs. 9300-34800 (PB-2) + G.P. Rs. 4800	Level 8	Level 8	---	B
21.	Library Assistant	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
22.	§Junior Library Assistant	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	---	B

III. VERBATIM REPORTING SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
22.	Joint Secretary (Reporting)	Rs. 37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	---	A
23.	Director (Reporting)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
24.	§§Additional Director (Reporting)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
25.	Joint Director (Reporting)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
26.	Senior Parliamentary Reporter	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A

27.	Parliamentary Reporter	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
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IV. PRIVATE SECRETARIES AND STENOGRAPHIC SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
28.	Director (PSSS)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
29.	§§Additional Director (PSSS)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
30.	Joint Director (PSSS)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
31.	Senior Private Secretary	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
32.	Private Secretary	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
33.	Personal Assistant	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 8	Assistant Private Secretary	B
34.	Stenographer	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 7	Personal Assistant	B

V. SIMULTANEOUS INTERPRETATION SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
35.	Joint Secretary (Interpretation)	Rs. 37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	---	A
36.	Director (Interpretation)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
37.	§§Additional Director (Interpretation)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
38.	Joint Director (Interpretation)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A

39.	Senior Parliamentary Interpreter	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
40.	Parliamentary Interpreter	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A

VI. PRINTING & PUBLICATIONS (P&P) SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
41.	@@Director (P&P)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
42.	\$\$Additional Director (P&P)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
43.	Joint Director (P&P)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
44.	Deputy Director (P&P)	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
45.	Printing Officer	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
46.	Assistant Printing Officer	Rs. 9300-34800 (PB-2) + G.P. Rs. 4800	Level 8	Level 8	---	B
47.	Printing Assistant	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
48.	Proof Reader	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	Proof Reader	B
49.	^Junior Proof Reader	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5			
50.	**IBM Operator	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	---	B
51.	@Senior Reprographer	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	---	B
52.	Reprographer Grade-I	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	---	C
53.	Reprographer Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	---	C
54.	Binder Grade-I	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	---	C

55.	Binder Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	---	C
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VII. EDITORIAL AND TRANSATION (E&T) SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
54.	Joint Secretary (E&T)	Rs. 37400-67000 (PB-4) + G.P. Rs. 10000	Level 14	Level 14	---	A
55.	Director (E&T)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
56.	§§Additional Director (E&T)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
57.	Joint Director (E&T)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
58.	Deputy Director (E&T)	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
59.	Editor	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
60.	Translator	Rs. 9300-34800 (PB-2) + G.P. Rs. 4800	Level 8	Level 8	---	B

VIII. PARLIAMENT SECURITY SERVICE

A. NON-TECHNICAL WING

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
61.	Director (S)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8900	Level 13A	Level 13A	---	A
62.	^^Special Director (S)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
63.	§§Additional Director (S)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
64.	Joint Director (S)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A

65.	Deputy Director (S)	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A
66.	Security Officer/ Marshal	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
67.	Assistant Security Officer	Rs. 9300-34800 (PB-2) + G.P. Rs. 4800	Level 8	Level 8	---	B
68.	Security Assistant Grade-I	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
69.	Security Assistant Grade-II	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	---	B

B. TECHNICAL WING

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
70.	Joint Director (Technical)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
71.	Security Officer (Technical)	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
72.	Assistant Security Officer (Technical)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4800	Level 8	Level 8	---	B
73.	Security Assistant Grade-I (Technical)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B

C. SANITATION WING

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
74.	Sanitary Attendant Grade-I	Rs. 5200-20200 (PB-1) + G.P. Rs. 2200	---	Level 4	---	C
75.	Sanitary Attendant Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2000	Level 3	Level 3	---	C
76.	Sanitary Attendant Grade-III	Rs. 5200-20200 (PB-1) + G.P. Rs. 1900	Level 2	Level 2	---	C
77.	Farash	Rs. 5200-20200 (PB-1) + G.P. Rs. 1900	Level 2	Level 2	---	C

IX. SAARTHI SERVICE

A. SAARTHI

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
78.	Staff Car Driver (Special Grade)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	Saarthi (Vishisht)	B
79.	Staff Car Driver Grade-I	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	Saarthi (Pratham)	B
80.	Staff Car Driver Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	Saarthi (Dwitiya)	C
81.	Staff Car Driver (Ordinary Grade)	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	Saarthi (Sadharan)	C

B. DESPATCH RIDERS

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
82.	@Despatch Rider (Special Grade)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
83.	@Despatch Rider Grade-I	Rs. 9300-34800 (PB-2) + G.P. Rs. 4200	Level 6	Level 6	---	B
84.	@Despatch Rider Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	---	C
85.	Despatch Rider (Ordinary Grade)	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	---	C
86.	**Cleaner cum helper	Rs. 5200-20200 (PB-1) + G.P. Rs. 1900	Level 2	Level 2	---	C

X. MESSENGER SERVICE

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
87.	@Senior Chamber Attendant (Special Grade)	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	---	C

88.	@Senior Attendant (Special Grade)	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	Senior Chamber Attendant (Special Grade)	C
89.	Personal Attendant to Chairman/ Senior Chamber Attendant	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	Senior Chamber Attendant	C
90.	***Attendant Grade-I/ Chamber Attendant	Rs. 5200-20200 (PB-1) + G.P. Rs. 2200	---			
91.	@Senior Attendant	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	Senior Chamber Attendant	C
92.	Attendant Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2000	Level 3	Level 3	Chamber Attendant	C
93.	Attendant Grade-III	Rs. 5200-20200 (PB-1) + G.P. Rs. 1900	Level 2	Level 2	Attendant	C
94.	#Bearer Grade-I	Rs. 5200-20200 (PB-1) + G.P. Rs. 2800	Level 5	Level 5	---	C
95.	#Bearer Grade-II	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	---	C
96.	#Bearer	Rs. 5200-20200 (PB-1) + G.P. Rs. 1900	Level 2	---	---	C

XI. RAJYA SABHA TELEVISION (RSTV)

Sl. No.	Post	Pay Band & Grade Pay (pre-revised)	*Revised pay structure (provisional)	Revised pay structure (Final)	Revised nomenclature (if any)	Classification of Post
97.	Director (Finance & Accounts)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
98.	Director (Administration)	Rs. 37400-67000 (PB-4) + G.P. Rs. 8700	Level 13	Level 13	---	A
99.	\$\$Additional Director (Administration)	Rs. 15600-39100 (PB-3) + G.P. Rs. 8000	---	---	---	A
100.	Joint Director (Finance & Accounts)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
101.	Joint Director (Administration)	Rs. 15600-39100 (PB-3) + G.P. Rs. 7600	Level 12	Level 12	---	A
102.	Deputy Director (Administration)	Rs. 15600-39100 (PB-3) + G.P. Rs. 6600	Level 11	Level 11	---	A

103.	Executive Officer (Finance & Accounts)	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
104.	Executive Officer (Administration)	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
105.	Accounts Officer	Rs. 15600-39100 (PB-3) + G.P. Rs. 5400	Level 10	Level 10	---	A
106.	Channel Assistant (Finance & Accounts)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
107.	Channel Assistant (Administration)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
108.	Channel Assistant (RSTV)	Rs. 9300-34800 (PB-2) + G.P. Rs. 4600	Level 7	Level 7	---	B
109.	Cashier	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	---	C
110.	Junior Channel Assistant	Rs. 5200-20200 (PB-1) + G.P. Rs. 2400	Level 4	Level 4	---	C
111.	@Attendant Grade-III	Rs. 5200-20200 (PB-1) + G.P. Rs. 1900	Level 2	Level 2	---	C

*Adopted *vide* R&CS Order No. 4/2016 dated the 27th July, 2016

\$\$ Dying cadre w.e.f. 1st January, 2019

\$Post upgraded to GP Rs 4600 and redesignated as Library Assistant *vide* Order No. RS/24/2017-Perl. dated the 13th April, 2017

@@Post temporarily downgraded *vide* Order No. RS/24/2017-Perl. dated the 13th April, 2017

^Post upgraded and merged with the post of Proof Reader (GP Rs 4200) w.e.f. 1.01.2016.

** Post abolished *vide* Order No. RS/24/2017-Perl. dated the 13th April, 2017


@Post created *vide* Order No. RS/24/2017-Perl. dated the 13th April, 2017

^^Post created w.e.f. 17th July, 2017

***Post upgraded and merged with the higher post of Personal Attendant to Chairman/ Senior Chamber Attendant w.e.f. 1st January, 2016

#Post of Bearer upgraded to GP Rs 2400 and redesignated as Bearer Grade-II and post of Bearer Grade-I created w.e.f. 3rd May, 2016 *vide* Order No. RS/1/2016-Perl dated 12th May, 2016

SIGNATURES OF THE MEMBERS IN TOKEN OF ADOPTION OF THE REPORT OF THE
PARLIAMENTARY PAY COMMITTEE ON THE STRUCTURE OF SCALES OF PAY,
ALLOWANCES, LEAVE, PENSIONARY BENEFITS AND OTHER AMENITIES TO EMPLOYEES
OF THE RAJYA SABHA AND LOK SABHA SECRETARIATS




(DR. MURLIMANO HAR JOSHI),



(MALLIKARJUN KHARGE)

Dr. Veerappa Moily

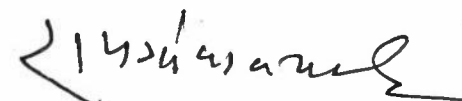
(DR. M. VEERAPPA MOILY)



(NARENDRA SINGH TOMAR)

Dr. Arun Jaitley

(ARUN JAITLEY)



(PROF. RAM GOPAL YADAV)

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
1.	Provisional revision of scales of pay in respect of Officers/staff of Lok Sabha Secretariat.	Notification No. GSR 721 (E) regarding Central Civil Services (Revised Pay) Rules, 2016.	25.07.2016	Government of India, Ministry of Finance, Department of Expenditure	PA-518/2016 05.08.2016
	Implementation of the recommendations of the 7th Central Pay Commission - fixation of pay and Payment of arrears.	OM No.1-5/2016-IC	29.07.2016	Government of India, Ministry of Finance, Department of Expenditure	
	Implementation of the recommendations of the 7th Central Pay Commission - fixation of pay and payment of arrears.	OM No.1-5/2016-IC	01.08.2016	Government of India, Ministry of Finance, Department of Expenditure	
2.	(i) Implementation of Government's decision on the recommendation of the Seventh Central Pay Commission – Revision of provision regulating pension/gratuity/commutation of pension, family pension, disability pension/ ex-gratia lump-sum compensation etc.	OM No. F.No.38/37/2016-P&P (A) (i)	04.08.2016	Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Pension & Pensioners' Welfare)	PGF-555/2016 24.08.2016
	(ii) Revision of pension of pre-2016 pensioners/family pensioners etc.	OM No. F.No.38/37/2016-P&P(A)(ii)	04.08.2016		

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
3.	Recommendation of the Seventh Central Pay Commission-Decision of Government relating to grant of Dearness Allowance to Central Govt. employees-Rate effective from 01.07.2016.	OM No.1/2/2016-E.II(B)	04.11.2016	Ministry of Finance (Department of Expenditure)	PA-519/2016 17.11.2016
4.	(i) Recommendation of the 7 th Central Pay Commission – bunching of stages in the revised pay structures under Central Civil Services (Revised Pay) Rules, 2016.	OM No. 1-6/2016-IC	07.09.2016	Govt. of India, Ministry of Finance, Department of Expenditure	PA-520/2016 17.11.2016
	(ii) Fixation of pay and grant of increment in the revised pay structure-clarifications-regarding.	OM No. 1-6/2016-IC(Pt.)	29.09.2016	Govt. of India, Ministry of Finance, Department of Expenditure	
5.	Grant of advances – Seventh Pay Commission recommendations – Amendment to Rules of Compendium of Rules on Advances to Government Servants.	OM No. 12(1)/E.II(A)/2016 & OM No. 12(1)/E.II(A)/2016	07.10.2016	Govt. of India, Ministry of Finance (Deptt. Of Expenditure)	Adv.-158/2016 17.11.2016
6.	Implementation of the recommendation of the 7 th CPC-option regarding commutation of additional amount of pension.	OM. No. 42/14/2016-P&PW(G)	24.10.2016	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare)	PGF-558/2016 17.11.2016

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
7.	Implementation of Government's decision on the recommendation of the Seventh Central Pay Commission-Revision of disability pension of pre-2016 disability pensioners – clarification regarding.	OM No. 1/4/2016-P&PW(F)	11.11.2016	Government of India, Department of Pension and Pensioner's Welfare.	PGF-559/2016 20.12.2016
8.	Revision of income limit for dependency for the purpose of providing Central Government Health Scheme (CGHS) coverage to family members of the CGHS covered employees subsequent to implementation of recommendation of the Seventh Central Pay Commission-regarding.	OM No. S-11012/2/2016-CGHS-P	08.11.2016	Government of India, Ministry of Health and Family Welfare	MAR-488/2017 02.02.2017
9.	Revision of rates of subscription under Central Government Health Scheme due to revision of pay and allowances of Central Government employees and revision of pension/family pension on account of implementation of recommendations of the Seventh Central Pay Commission.	OM No. S.11011/11/2016-CGHS(P)/EHS	09.01.2017 and 13.01.2017	Government of India, Ministry of Health & Family Welfare.	MAR-489/2017 06.02.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
10.	Revision of rates of subscription under Central Government Health Scheme due to revision of pay and allowances of Central Government employees and revision of pension/family pension on account of implementation of recommendations of the Seventh Central Pay Commission-Clarification reg.	OM No. S.11011/11/2016-CGHS(P)/EHS	09.02.2017	Government of India, Ministry of Health & Family Welfare.	MAR-490/2017 22.02.2017
11.	Grant of Dearness Allowance to Central Government employees – Revised Rates effective from 01.01.2017.	OM No. 1/3/2017-E-II (B)	30.03.2017	Government of India, Ministry of Finance (Department of Expenditure)	PA-522/2017 07.04.2017
12.	Fixation of pay in case of employees who seek transfer to a lower post under FR 15(a)- clarification regarding.	O.M. No. 12/1/2016-Estt (Pay-I)	31.03.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel and Training)	PA-523/2017 02.05.2017
13.	Applicability of Central Civil Services (Revised Pay) Rules, 2016 to persons re-employed in Government Service after retirement and whose pay is debitable to Civil Estimates.	OM No. 3/3/2016-Estt. (Pay II)	01.05.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training	PA-525/2017 15.05.2017
14.	Implementation of Government's decision on the recommendations of the Seventh Central Pay Commission – Revision of pension of pre-2016 pensioners/family pensioners, etc.	OM No. 38/37/2016-P&PW(A)	12.05.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare)	PGF-562/2017 22.05.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
15.	Fixation of pay of State Government Employees on their appointment in Central Government, subsequent to the implementation of CCS(RP) Rules, 2016.	OM No. 12/2/2016-Estt.(Pay-I)	11.05.2017	Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training)	PA-526/2017 29.05.2017
16.	Amendment to Central Civil Services (Revised Pay) Rules, 2016.	Notification No. GSR 592 (E)	15.06.2017	Government of India, Ministry of Finance (Department of Expenditure)	PA-527/2017 28.06.2017
17.	Implementation of recommendations of the Seventh Central Pay Commission relating to grant of House Rent Allowance (HRA) to Central Government employees.	OM No.2/5/2017-E.II(B)	07.07.2017	Government of India, Ministry of Finance (Department of Expenditure)	PA-528/2017 18.07.2017
18.	Discontinuance of Family Planning Allowance for adoption of small family norms- recommendation of the 7 th Central Pay Commission.	OM No.12(4)/2016-E.III.A	07.07.2017	Government of India, Ministry of Finance (Department of Expenditure).	PA-529/2017 18.07.2017
19.	Implementation of the recommendations of the 7 th Central Pay Commission relating to grant of Transport Allowance to Central Government employees.	OM No.21/5/2017-E.II(B)	07.07.2017	Government of India, Ministry of Finance (Department of Expenditure)	TA – 299/2017 18.07.2017
20.	Implementation of the recommendations of 7 th Central Pay Commission – grant of Split Duty Allowance to Sweepers and Farashes in Central Secretariat and Allied Offices.	OM No.27/1/2017-E.II(B)	14.07.2017	Government of India, Ministry of Finance (Department of Expenditure)	PA-530/2017 23.07.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
21.	Travelling Allowance Rules – Implementation of the recommendations of the Seventh Central Pay Commission.	OM No.19030/1/2017-E.IV	13.07.2017	Government of India, Ministry of Finance (Department of Expenditure)	TA – 300/2017 23.07.2017
22.	Revision of pension of pre-2016 pensioners / family pensioners in implementation of Government's decision on the recommendations of the 7th Central Pay Commission - Concordance tables- regarding.	OM No.38/37/2016-P&PW(A)	06.07.2017 and 18.07.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare)	PGF-564/2017 25.07.2017
23.	Grant of Fixed Medical Allowance (FMA) to the Central Government Pensioners residing in areas not covered under CGHS.	OM No. 4/34/2017-P&PW (D)	19.07.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare)	PGF-566/2017 27.07.2017
24.	Availability of option for fixation of pay on promotion from the Date of Next Increment (DNI) in the lower post and method of fixation of pay from DNI, if opted for, in context of CCS (RP) Rules, 2016-regarding.	OM No. 13/02/2017-Estt.(Pay-I)	27.07.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training).	PA-531/2017 31.07.2017
25.	Implementation of Government's decision on the recommendation of the 7th Pay Commission on CCS (Extraordinary Pension) Rules, 1939 – Enhancement of Constant Attendant Allowance.	OM No. 1/4/2017-P&PW (F)	02.08.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare).	PGF-567/2017 11.08.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
26.	Implementation of the recommendations of the 7th Central Pay Commission relating to grant of Transport Allowance to Central Government employees.	OM No.21/5/2017-E.II(B)	02.08.2017	Government of India, Ministry of Finance (Department of Expenditure)	TA- 301/2017 11.08.2017
27.	Special benefits in cases of death and disability in service – regulation and payment of Disability Pension/Family pension under Central Civil Service (Extraordinary Pension) Rules in implementation of recommendations of the 7th Central Pay Commission.	OM No.1/4/2016-P&PW (F)	02.08.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare).	PGF-568/2017 14.08.2017
28.	Recommendations of the 7 th Central Pay Commission (CPC) – bunching of stages in the revised pay structure under Central Civil Services (Revised Pay) Rules, 2016.	OM No.1-6/2016-IC	03.08.2017	Government of India, Ministry of Finance (Department of Expenditure)	PA-532/2017 14.08.2017
29.	Recommendations of the Seventh Central Pay Commission – Implementation of decision relating to the grant of Children Education Allowance.	OM No.A-27012/02/2017-Estt.(AL)	16.08.2017	Government of India, Ministry of Personnel, Public Grievances and Pensions, (Department of Personnel & Training)	PA-533/2017 01.09.2017
30.	Recommendations of the Seventh Central Pay Commission – implementation of decisions relating to Special Allowance for child care for women with disabilities.	OM No.A-27012/03/2017-Estt.(AL)	16.08.2017	Government of India, Ministry of Personnel, Public Grievances and Pensions, (Department of Personnel & Training)	PA-534/2017 01.09.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
31.	Travelling Allowance Rules – Implementation of the Recommendations of the Seventh Central Pay Commission.	OM No.19030/1/2017-E.IV	18.08.2017	Government of India, Ministry of Finance (Department of Expenditure)	TA-303/2017 01.09.2017
32.	Travelling Allowance Rules - Implementation of the Recommendations of the Seventh Central Pay Commission.	OM No.19030/1/2017-E.IV	04.09.2017	Government of India, Ministry of Finance (Department of Expenditure)	TA-304/2017 15.09.2017
33.	Grant of Dearness Allowance to Central Government employees – Revised Rates effective from 01.07.2017.	OM No. 1/9/2017-E-II (B)	20.09.2017	Government of India, Ministry of Finance (Department of Expenditure)	PA-535/2017 27.09.2017
34.	Travel entitlements of Government employees for the purpose of LTC post Seventh Central Pay Commission – clarification reg.	OM No. 31011/8/2017-Estt.A-IV	19.09.2017	Government of India, Ministry of Finance (Department of Expenditure)	TA-305/2017 27.09.2017
35.	Revision of pension of pre-2016 pensioners / family pensioners in implementation of Government's decision on the recommendations of the 7th Central Pay Commission Concordance tables- regarding.	OM No.38/37/2016-P&PW(A)	13.09.2017	Government of India, Ministry of Personnel, PG & Pensions (Department of Pension & Pensioners' Welfare)	PGF-569/2017 23.10.2017
36.	Implementation of Government's decision on the recommendation of the 7th Pay Commission on CCS (Extraordinary Pension) Rules, 1939 – Constant Attendant Allowance – regarding.	OM No. 1/4/2017-P&PW (F)	03.10.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare).	PGF-570/2017 25.10.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
37.	Modification of Level 13 of Pay Matrix – Issues regarding.	OM No. 4-6/2017-IC/E-III(A)	28.09.2017	Government of India, Ministry of Finance (Department of Expenditure).	PA-537/2017 10.11.2017
38.	Recommendations of the Seventh Central Pay Commission – Implementation of decision relating to the grant of Children Education Allowance.	OM. No. A-27012/02/2017-Estt.(AL)	31.10.2017	Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training).	PA-538/2017 14.11.2017
39.	Grant of Deputation (Duty) Allowance – Recommendations of the Seventh Central Pay Commission – Regarding.	OM No. 2/11/2017-Estt. (Pay-II)	24.11.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training)	Misc.-132/2017 07.12.2017
40.	Special benefits in cases of death and disability in service – Revision of Disability Pension/Family pension under CCS(EOP) Rules of Pre-2016 disability pensioners/ Family Pensioners in implementation of recommendations of 7th Central Pay Commission – regarding.	OM No. 1/4/2016-P&PW (F)	12.10.2017	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare).	PGF-573/2017 07.12.2017
41.	House Building Advance Rules (HBA) – 2017.	OM No. I.17011/11(4)/2016-H-III	09.11.2017	Government of India, Ministry of Housing & Urban Affairs.	ADV.-159/2017 08.12.2017

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
42.	Classification of posts under Central Civil Services (Classification, Control and Appeal) Rules, 1965.	Order No. S.O. 3578(E)	09.11.2017	Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training).	PDA-1362/2017 15.12.2017
43.	Travel entitlements of Government employees for the purpose of LTC post Seventh Central Pay Commission – Clarification reg.	OM No. 31011/8/2017-Estt.A-IV	18.01.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training).	TA-308/2018 29.01.2018
44.	Travelling Allowance Rules – Implementation of the Recommendations of the Seventh Pay Commission.	OM No. 19030/1/2017-E.IV	01.02.2018	Government of India, Department of Expenditure.	TA-309/2018 26.02.2018
45.	Interest bearing advances/ Seventh Central Pay commission on migration of existing government employees who have already taken Home Loans from Banks/ other Financial Institutions - reg.	OM No. 1-17011/11(4)/2016-H.III	31.01.2018	Government of India, Ministry of Housing & Urban Affairs.	ADV-160/2018 26.02.2018
46.	Grant of Dearness Allowance to Central Government employees – Revised Rates effective from 01.01.2018.	OM No. 1/1/2018-E-II (B)	15.03.2018	Government of India, Ministry of Finance (Department of Expenditure).	PA-539/2018 03.04.2018
47.	Revision of provisional pension sanctioned under Rule 69 of the CCS(Pension) Rules, 1972.	OM No. 38/49/16-P&PW(A)	12.02.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners'	PGF-576/2018 20.04.2018

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
				Welfare).	
48.	Interest bearing advances/ Seventh Central Pay commission recommendation on House Building Advance – enhancement in past cases regarding.	OM No. I-17011/11(4)/2016-H.III	29.06.2018	Government of India, Ministry of Housing & Urban Affairs.	ADV-162/2018 25.07.2018
49.	Transport Allowance at double the normal rates to persons with disabilities employed in Central Government.	OM No. 21/3/2017-E.IIB	12.07.2018	Government of India, Ministry of Finance (Department of Expenditure).	TA-311/2018 25.07.2018
50.	Recommendations of the Seventh Central Pay Commission – Implementation of decisions relating to the grant of Children Education Allowance (CEA) and Hostel Subsidy – Consolidated instructions.	OM No.A-27012/02/2017-Estt.(AL)	17.07.2018	Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training).	PA-540/2018 27.07.2018
51.	Grant of Dearness Allowance to Central Government employees – Revised Rates effective from 01.07.2018.	OM No. 1/2/2018-E-II(B)	07.09.2018	Government of India, Ministry of Finance (Department of Expenditure).	PA-541/2018 17.09.2018
52.	Reimbursement of Taxes/GST on the prescribed entitlement of Hotel accommodation/Guest House to Central Govt. employees – reg.	OM No.19030/2/2017-E.IV	29.06.2018	Government of India, Ministry of Finance (Department of Expenditure).	TA-313/2018 09.10.2018
53.	LTC to Railway employees (and Government servants whose spouses are Railway servants).	OM No.31011/5/2015-Estt.A.-IV	27.03.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training).	TA-314/2018 16.10.2018

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S. No.	Subject	OM No.	Date	Ministry/Department	R&CS Order No. & date
54.	Clarification regarding House Building Advance.	OM No.1-17011/6(3)/13/ 2018 – H.III	01.08.2018	Government of India, Ministry of Finance (Department of Expenditure).	ADV-163/2018 16.10.2018
55.	Travel entitlements of Government employees for the purpose of LTC post Seventh Central Pay Commission – clarification reg.	OM No.31011/8/2017-Estt.A-IV	18.10.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Personnel & Training)	TA-315/2018 08.11.2018

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
1.	Provisional revision of scales of pay in respect of officers/ staff of Raja Sabha Secretariat	Notification No. GSR 721/(E) regarding Central Civil Services (Revised Pay) Rules, 2016	25.07.2016	Government. of India, Min of Finance, Department Of Expenditure	R&CS Order No. 4/2016 dated 27.07.2016
2.	Implementation of the recommendations of the 7 th CPC- fixation of pay and payment of arrears.	OM No 1-5/2016-IC	29.07.2016	Government of India, Min of Finance, Department of Expenditure	RS/3/3/2016-Estt(G) dated 03.08.2016
3.	Implementation of Government's decision on the recommendation of the 7 th CPC- Revision of provision regulating pension/ gratuity/ commutation of pension, family pension, disability pension/ ex-gratia lump-sum compensation etc.	OM No. 38/37/2016-P&PW(A)(i)	04.08.2016	Government. of India, Ministry of Personnel, PG & Pensions	R&CS Order No. 6/2016 dated 09.08.2016
4.	Revision of pension of pre-2016 pensioners/ family pensioners etc.	OM No. 38/37/2016-P&PW(A)(ii)	04.08.2016	Government. of India, Ministry of Personnel, PG & Pensions	R&CS Order No. 5/2016 dated 09.08.2016

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
5.	(i) Grant of Advances – Seventh Pay Commission recommendations - Amendment to Rules of Compendium of Rules on Advances to Government. Servants	OM 12(1)/E.II(A)/2016 No.	07.10.2016	Government of India, Min of Finance, Department of Expenditure	RS/3/3/2016-Estt(G) dated 17.10.2016
	(ii) Grant of Advances – Seventh Pay Commission recommendations - Amendment to Rule 21(5) of Compendium of Rules on Advances to Government. Servants	OM 12(1)/E.II(A)/2016 No.	07.10.2016	Government of India, Min of Finance, Department of Expenditure	
6.	Recommendations of the 7 th CPC- Decision of Government relating to grant of Dearness Allowance of Central Government Employees Rates effective from 01.07.2016	No.1/2/2016-E-II(B)	04.11.2016	Government of India, Min of Finance, Department of Expenditure	RS/3/1/2016-Estt(G) dated 08.11.2016
7.	Rate of Dearness Allowance applicable w.e.f. 01.07.2016 to employees of Central Government and Central Autonomous Bodies continuing to draw their pay in the pre-revised pay scale/grade pay as per 6 th CPC	No. 1/3/2008/E-II(B)	09.11.2016	Government of India, Min of Finance, Department of Expenditure	RS/3/1/2016-Estt(G) dated 22.11.2016

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
8.	Recommendation of the 7 th CPC-bunching of stages in the revised pay structures under Central Civil Services (Revised Pay) Rules 2016	No 1-6/2016-IC	07.09.2016	Government of India Min of Finance, Department of Expenditure	RS/3/1/2016-Estt(G) [dated 23.09.2016]
9.	Fixation of Pay and grant of increment in the revised pay structure - clarification	No 1-6/2016-IC	29.09.2016	Government of India, Min of Finance, Department of Exp	RS/3/1/2016-Estt(G) [dated 05.10.2016]
10.	Revision of rates of subscription under Central Government Health Scheme due to revision of pay and allowances of Central Government employees and revision of pension/ family pension on account of implementation of recommendations of the Seventh Central Pay Commission.	OM No. S.11011/11/2016 -CGHS(P)/EHS	09.01.2017 and 13.01.2017	Government of India, Ministry of Health and Family Welfare	Circular No. RS.16/SSVI/2016-GA. Dated 01.02.2017
11.	Grant of Transport Allowance at double the normal rate to deaf & dumb employees of Central Government	No. 20/2/2016-E-II-(B)	17.01.2017	Government of India, Min of Finance, Department of Exp	RS/3/1/2017-Estt(G) dated 22.03.2017
12.	Grant of Dearness Allowance to Central Government Employees- Revised Rate w.e.f. 01.01.2017	No. 1/3/2017/E-III(B)	30.03.2017	Government of India, Min of Finance, Department of Expenditure	RS/3/1/16-Estt(G) Dated 06.04.2017

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
13.	Implementation of Government's decision on the recommendations of the Seventh Central Pay Commission - Revision of pension of pre2016 pensioners/family pensioners, etc.	No. 38/37/2016-P&PW (A)	12.05.2017	Government of India, Ministry of Personnel, Public Grievances & Pension, Department of Pension and Pensioners Welfare	RS/3/2/17-Estt(G) dated 19.05.2017
14.	(i) Central Civil Services (Revised Pay) (Amendment) Rules, 2017	Gazette Notification No. G.S.R. 592(E)	15.06.2017	Government of India, Ministry of Finance, Department of Expenditure	RS/3/3/16-Estt(G) dated 23.06.2017
	(ii) Fixation of Pay of State Government employees on their appointment in Central Government, subsequent to the implementation of CCS (RP) Rules, 2016	No. 12/2/2016-Estt(Pay-I)	11.05.2017	Government of India, Ministry of Personnel, Public Grievances & Pension, Department of Personnel & Training	
15.	(i) Revision of Pension of pre-2016 pensioners/family pensioners in implementation of Government's decision on the recommendation of 7 th CPC - concordance tables – reg.	OM No 38/37/2016-P&PW(A)	06.07.2017	Government of India, Ministry of Personnel, Public Grievances & Pension, Department of Pension and Pensioners Welfare	RS/3/3/16-Estt(G) dated 12.07.2017
	(ii) Implementation of the recommendations of 7 th CPC relating to grant of Transport Allowance to Central Government employees	OM No. 21/5/2017-E-II(B)	07.07.2017	Government of India, Ministry of Finance, Department of Expenditure	

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
	(iii) Implementation of recommendations of the 7 th CPC relating to grant of House Rent Allowance (HRA) to Central Government employees	OM No. 2/5/2017-E-II(B)	07.07.2017	Government of India, Min of Finance, Department of Expenditure	
16.	(i) Discontinuance of Family Planning Allowance for adoption of small family norms-recommendation of the 7 th CPC	F.No. 12(4)/2016-E.III.A	07.07.2017	Government of India, Min of Finance, Department of Expenditure	RS/3/3/16-Estt(G) dated 20.07.2017
	(ii) Payment on account of discontinued allowances - regarding	F.No. 29/1/2017-E.II(B)	11.07.2017	Government of India, Min of Finance, Department of Expenditure	
	(iii) Travelling Allowance Rules – Implementation of the Seventh Central Pay Commission	No. 19030/1/2017-E.IV	13.07.2017	Government of India, Min of Finance, Department of Expenditure	
17.	Resolution of Government of India regarding acceptance of recommendations of the 7 th CPC regarding allowances, with certain modifications	No. 11-1/2016-IC	06.07.2017	Government of India, Min of Finance, Department of Expenditure	RS/3/3/16-Estt(G) dated 21.07.2017
18.	(i) Implementation of Government's decision on the recommendation of the 7 th CPC on CCS (Extraordinary Pension) Rules, 1939 - Enhancement of Constant Attendant Allowance	No. 1/4/2017-P&PW (F)	02.08.2017	Min of Personnel, Public Grievances & Pension, Department of Pension & Pensioners Welfare	RS/3/3/2016-Estt(G) dated 21.08.2017

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
	(ii) Special benefits in cases of death and disability in service - regulation and payment of Disability Pension/Family pension under Central Civil Service (Extraordinary Pension) Rules	No.1/4/2016-P&PW (F)	02.08.2017	Min of Personnel, Public Grievances & Pension, Department of Pension & Pensioners Welfare	RS/3/3/2016-Estt(G) dated 21.08.2017
19.	(i) Recommendations of the Seventh Central Pay Commission -Implementation of decisions relating to Special Allowance for child care for women with disabilities	No. A-27012/03/2017-Estt(AL)	16.08.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	RS/3/3/2016-Estt(G) dated 23.08.2017
	(ii) Recommendations of the Seventh Central Pay Commission -Implementation of decision relating to the grant of Children Education Allowance	No. A-27012/02/2017-Estt(AL)	16.08.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	
	(iii) Implementation of Government's decision on recommendations of the Seventh Central Pay Commission - Abolishing Desk Allowance - reg.	No. A-27012/01/2017-E.IV	18.08.2017	Government of India, Ministry of Finance, Department of Expenditure	
	(iv) Travelling Allowance Rule - Implementation of the recommendations of the Seventh Central Pay Commission	F.No. 19030/1/2017 E.IV	18.08.2017	Government of India, Ministry of Finance, Department of Expenditure	

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
20.	Travelling Allowance Rules - Implementation of the Recommendations of the Seventh Central Pay Commission	F. No. 19030/1/2017-E.IV	04.09.2017	Government of India, Ministry of Finance, Department of Expenditure	RS/3/1/17-Estt(G) dated 22.09.2017
21.	Travel Entitlements of Government employees for the purpose of LTC post Seventh Central Pay Commission – clarification reg.	No.31011/8/2017-Estt.A-IV	19.09.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	RS/3/3/16-Estt(G) dated 28.09.2017
22.	Grant of Dearness Allowance to Central Government Employees – Revised Rates w.e.f. 01.07.2017.	No. 1/9/2017-E-II (B)	20.09.2017	Government of India, Ministry of Finance, Department of Expenditure	RS/3/1/17-Estt(G) dated 22.09.2017
23.	Modification of Level 13 of Pay Matrix – Issues reg.	No. 4-6-2017-IC/E-III-A	28.09.2017	Government of India Min of Finance, Department of Exp	RS/3/3/2016-Estt(G) dated 04.10.2017
24.	(i) Fixation of the pay of the pre-revised pay scale granted to candidates appointed as trainees on compassionate grounds in the 7 th CPC	No. 14014/2/2009-Estt.D	09.10.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	RS/3/3/16-Estt(G) dated 20.11.2017
	(ii) Revision of Pension of pre-2016 pensioners/family pensioners in implementation of Government decision on the recommendations of 7 th CPC	F.No. 38/37/16-P&PW(A)	13.09.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
	(iii) Recommendations of the 7 th CPC- Implementation of decision relating to the grant of Children Education Allowance	No. A-27012/02/2017-Estt(A)	31.10.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	
25.	House Building Advance Rules-2017	No. 1.17011/4/2016-H-III	09.11.2017	Government of India, Min of Housing & Urban Affairs	RS/3/1/2017-Estt(G) dated 04.12.2017
26.	Grant of Deputation (Duty) Allowance - Recommendations of 7 th CPC	No. 2/11/2017-Estt (Pay II)	24.11.2017	Government of India, Min of Personnel, P.G. and Pensions, Department of Personnel & Training	RS/3/3/2016-Estt(G) dated 05.12.2017
27.	Travel Entitlements of Government Employees for the purpose of LTC post Seventh Central Pay Commission - Clarification reg.	No. 31011/8/2017-Estt.A-IV	18.01.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training	RS/3/1/18-Estt.(G) dated 02.02.2018
28.	Interest bearing Advances/7 th CPC recommendation on migration of existing Government Employees who have already taken home loans from Banks/other financial institutions	1-17011/11/(4)/2016-H-III	31.01.2018	Government of India, Ministry of Housing & Urban Affairs	RS/3/1/2018-Estt(G) dated 06.03.2018
29.	Ceilings in respect of Office Expenditure on hospitality – reg.	No.11-1/2016/E.II B (7thCPC)/ Pt.III(C)	22.09.2017	Government of India, Min. of Finance, Department of Expenditure	RS.1(vii) /18/Estt.(A/Cs) & Budget dated 19.03.2018

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S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
30.	Grant of Dearness Allowance of Central Government Employees w.e.f. 01.01.2018	No. 1/1/2018-E-II(B)	15.03.2018	Government of India, Ministry of Finance, Department of Expenditure	RS/3/1/2018-Estt(G) dated 20.03.2018
31.	Travelling Allowance Rules – Implementation of the recommendations of Seventh Pay Commission	F.No.19030/1/2017-E.IV	1.02.2018	Government of India, Ministry of Finance, Department of Expenditure	RS/3/3/2016-Estt(G) dated 18.04.2018
32.	Provision of telephone facilities and reimbursements to officers of Government of India	F.No. 24(3)/E.Coord/2018	26.03.2018	Government of India, Ministry of Finance, Department of Expenditure	RS.2(i)/2018-GA dated 16.05.2018
33.	Grant of special increment in the form of personal pay to Central Government Servants for participation in sporting events and tournaments of National or International importance, in the 7th CPC scenario.	No. 6/1/2017-Estt (Pay-I)	11.06.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training	RS/3/3/2016-Estt(G) dated 20.07.2018
34.	Grant of Advance- Amendment to Rule 80 of Compendium of Rules on Advances to Government Servants	F.N. 12(1)/2016-EII(A)	20.06.2018	Government of India, Ministry of Finance, Department of Expenditure	RS/3/3/2016-Estt(G) dated 20.07.2018
35.	Interest bearing advances/ Seventh Central Pay commission recommendation on House Building Advance – enhancement in past cases	No. I-17011/11(4)/2016-H.III	29.06.2018	Government of India, Ministry of Housing & Urban Affairs	RS/3/1/2018-Estt(G) dated 03.08.2018

STATEMENT SHOWING DETAILS OF PROVISIONALLY ADOPTED 7TH CPC ORDERS

S. No.	Subject	OM No.	Date	Ministry/Department	File Ref/Order No.
	regarding				
36.	Recommendations of the Seventh Central Pay Commission -Implementation of decisions relating to the grant of Children Education Allowance and Hostel Subsidy – Consolidated instructions	No. A-27012/02/2017-Estt.(AL)	17.07.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training	RS/3/3/2016-Estt(G) dated 10.08.2018
37.	Grant of Dearness Allowance to Central Government employees – Revised Rates effective from 01.07.2018	No. 1/2/2018-E-II (B)	07.09.2018	Ministry of Finance (Department of Expenditure)	RS/3/1/2018-Estt.(G) dated 11.09.2018
38.	Travel entitlements of Government employees for the purpose of LTC post Seventh Central Pay Commission-clarification reg.	No. 31011/8/2017-Estt.A-IV	18.10.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training	RS/3/3/2016-Estt(G) dated 05.11.2018
39.	Stepping up of pay-Consolidated guidelines reg.	No. 4/3/2017-Estt.(Pay-I)	26.10.2018	Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training	RS/3/3/2016-Estt(G) dated 05.11.2018