

No.F.3(3)-E.III(1)/75
Ministry of Finance
(Department of Expenditure)

Dated, New Delhi, the 18th June, 75.

OFFICE MEMORANDUM

Subject: CCS(RP) Rules, 1973 - Fixation of pay of LDCs whose increments have been withheld for not passing the type-writing test.

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As the Ministries/Departments etc. are aware, the Ministry of Home Affairs O.M.No.15/3/65-Estt.(D) dated the 16th September, 1965 provides that in the case of persons appointed to the posts of Lower Division Clerks, whether before, or on or after 13th July, 1964, who pass the typewriting test at the speed of 30 words per minute subsequent to the date on which their increments fell due, the increments should be allowed from the date of the test at which the individuals concerned passed and that no arrears of increments should be allowed but the normal increments accrued should be allowed from that date with normal annual date being retained. Cases have come to the notice of this Ministry where the pay of the Lower Division Clerks, whose increments had been withheld on account of their failure to pass the type-writing test at the required speed, and who had opted for the revised scale of pay of the post of Lower Division Clerk w.e.f. 1.1.73 and who passed the said test after 1.1.73 was fixed by releasing their withheld increments in the revised scale of pay in terms of the above mentioned O.M. dated 13th July, 1964. A question has arisen whether it was in order to fix the pay of such LDCs by releasing their withheld increments in the revised scale of pay.

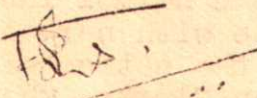
2. The above question has been considered by this Ministry and it is clarified that in such cases, the pay of the individuals concerned should, on their passing the typing test, have been refixed in the revised scale of pay w.e.f. 1.1.73 under CCS (R.P) Rules, 1973 with reference to their pay in the pre-revised scale as on 31.12.72 after the release of withheld increments in the pre-revised scale upto that date. Further, where the period for which increments are withheld falls partly before 1.1.73 and partly after 1.1.73, fixation of pay on passing the Typing test should be first done as on 1.1.73 as stated above and thereafter, pay as on the date of the test in which the official has qualified should be fixed by releasing increments (s) pertaining to the period after 1.1.73 in the revised scale of pay. The fixation of pay in this manner has to be done on notional basis and the benefit of the refixed pay is to be allowed to the individuals concerned from the date of type-writing test at which they qualify. An illustration to make the position more clear is given below :-

P.T.O.

	<u>Actual</u>	<u>Notional</u>
Pay on 1.2.71 (date of appointment)	Rs. 110/-	-
Pay on 1.2.72	Rs. 110/-	Rs. 113/-
Pay on 1.1.73	Rs. 266/-	Rs. 266/-
	Under CCS (RP) Rules 1973.	
Pay on 1.2.73	Rs. 266/-	Rs. 272/-
Pay on 10.9.73 (date of passing the typewriting test)	Rs. 272/-	-
Pay on 1.2.74	Rs. 273/-	(next increment)

3. Past cases where the pay of the officers concerned has not been fixed in the above manner may also be reviewed in the light of the above clarifications.

4. In so far as persons serving in I.A.&A.D. are concerned these orders issue in consultation with the Cr.&A.G. of India.



(P.S. VENKATESWARAN)
DEPUTY SECRETARY TO THE GOVERNMENT OF INDIA.

To
All Ministries/Departments etc. etc.

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