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**GOVERNMENT OF ASSAM
FINANCE (ESTABLISHMENT – A) DEPARTMENT
DISPUR : GUWAHATI - 6**

No.FEG.25/87/132

Dated Dispur, the 10th September, 1997.

OFFICE MEMORANDUM

Finance Department receive a number of proposals for equalization of pay of Senior Govt. Employee with his Junior or for stepping up of pay of Sr. Govt. Employees to equalize his pay with that of his Jrs. on examination of such proposals it has been observed that that Administrative Deptt. refer such cases to Finance Deptt. in a routine manner without examining its merit or some times without the relevant papers.

Equalization of pay of Sr. Govt . Employee or stepping up of pay of Sr. Govt . Employee with Jrs. is admissible on the following cases only. It is therefore, impressed upon all the Administrative Deptt. to examine each proposal carefully and refer to Finance Deptt. only those cases which fulfill the following points :-

1. Both the Sr. & Jr .Govt. Employee whose equalization /stepping up of pay is proposed should be promoted from the same source.
2. When the disparity is attributed directly due to fixation of pay under RR.22 (I) (a) (1) or under any other provision of the FRs &SRs.

No equalization/stepping up of pay is admissible in the following cases no such cases should be referred to Finance Department :-

- (i) When the pay of Jr. is fixed with the benefit of Advance increment is sanctioned under special orders /existing provision.
- (ii) When the Jr. gets pay protection for services rendered elsewhere prior to joining the present cader post.
- (iii) When a Jr. Govt. Servant prompted to a higher post prior to his Sr. as per special Rules / Spl. orders, he cannot claim equalization with his Jrs. Who is the fact Sr. to him in the base post.
- (iv) When disparity cropped up due to exercising option in different ways for fixation of pay under provision of FR & SR on promotion .
- (v) When a new R.O.P. Rules come into effect, anomaly occurred prior to the date of the effect of the new pay Rules, will not be considered unless there is genuine ground for delay.
- (vi) Claim of equalization will not be considered after one year of promotion in case of those for whom no payslip from A.G is necessary, and one year from the date of receipt of the pay slip, where A.G's pay slip in necessary for drawl of pay.

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It has also come to the notice of the Govt. that equalization /stepping up of pay are being agreed to by subordinate authorities including Districts Level Officers like Inspectors of School. It may be noted that only the authority having power to create posts, i.e. Finance Deptt., without whose concurrence no post can be created, has the power equalization of pay/stepping up of pay be way of sanctioning adv. Increment. As such equalization /stepping up of pay by subordinate authorities without concurrence of Finance is irregular. Accountant General / Director of Audit (LF) Assam has accordingly been requested not to accept such irregular equalization / stepping up of pay.

This restriction however does not include advancement of date of increment of Srs. As per provision of ROP Rules , after revision of pay scale of Govt. Employees.

Sd/-
10.9.97
Commissioner & Secretary to the Govt. of Assam,
Finance (Estt.A) Deptt.

Memo No.FEG.25/87/132-A

Dated Dispur , the 10th September,1997.

Copy forwarded for information and necessary action for circulation among the subordinate officers/ offices for guidance.

1. The Accountant General (A&E), Assam, Guwahati-29.
2. The Accountant General (A&E), Assam , Co-ordination Section, Beltola, Guwahati-29.
3. All administrative Departments.
4. All Commissioners of Divisions.
5. All Heads of Departments.
6. All Deputy Commissioners/sub-Divisional Officers.
7. All Sr. Financial Advisers / Sr. Finance & Accounts Officers.
8. All Treasury Officers/ Sub- Treasury Officers.
9. The Director of Audit (L&F), Bhangagarh, Guwahati-5.
10. The Chairman , Board of Revenue/ Registrar AAT/Secy.,ALA/ Secy., APSC/ Registrar, GHC/ Assam, House, New Delhi, Calcutta, Shillong/ CEO, Assam.

UNTERSIGNED

Supritendent
Finance (Estt.A) Deptt.

By order etc.,
Sd/-
10.9.97
Joint secy. to the Govt.of Assam,
Finance (Estt.A) Deptt.