

**DAKSHIN HARYANA BIJLI VITRAN NIGAM  
(FINANCE SECTION)**

**CIRCULAR NO. 1**

**Revision of Pay Scales w.e.f 1.1.2006**

**Office Order No. 198 / Finance**

**Dated: The 28<sup>th</sup> Feb., 2009**

Dakshin Haryana Bijli Vitran Nigam Limited (DHBVN) is pleased to revise pay scales of various categories of its employees w.e.f. 1.1.2006. Following provisions are made in this regard:

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

- (1) These rules may be called the **DHBVN (Revised Pay) Rules, 2009.**
- (2) They shall be deemed to have come into force on the 1<sup>st</sup> day of January, 2006, unless otherwise provided for any class or category of persons or posts.

**2. Categories of DHBVN employees to whom these rules apply:-**

- (1) Save as otherwise provided by or under these rules, these rules shall apply to the following:-

Persons appointed to DHBVN services and posts in connection with the affairs of the Nigam, who are under the administrative control of the DHBVN and whose pay is borne by the Nigam.

- (2) These rules shall not apply to:-
  - (a) Members of All India Services working in connection with the affairs of the DHBVN ;
  - (b) Officers of judicial services working in connection with the affairs of the DHBVN ;
  - (c) Persons not in whole time employment ;
  - (d) Persons paid otherwise than on monthly basis, including those paid on a piece-rate basis or on daily wages basis or on contract basis ;
  - (e) Persons employed in DHBVN service after retirement ;
  - (f) Persons re-employed in DHBVN service after retirement ;
  - (g) DHBVN Employees who are drawing their pay in a pay scale as personal measure (other than the functional pay scale prescribed for the post held by the Nigam employees) with effect from the date on which he started drawing his pay in the pay scale as a personal measure and till the time he draws his pay in the pay scale as a personal measure ;

- (h) Any other class or category of persons whom the DHBVN may, by order, specifically exclude from the operation of all or any of the provisions contained in these rules.

**3. DEFINITIONS: - In these rules, unless the context otherwise requires,**

- (a) **“existing basic pay”** means pay drawn in the prescribed pre-revised scale of pay as on 1.1.2006 for the post held by the person (s) as functional scale of pay for such post including stagnation increments but not including any other type of pay like “special pay”, “personal pay” etc;
- (b) **“Nigam”** means Dakshin Haryana Bijli Vitran Nigam.
- (c) **“basic pay”** in the revised pay structure means the pay drawn in the prescribed pay band plus the applicable grade pay but does not include any other type of pay like special pay, etc;
- (d) **“CSR”** means the Punjab Civil Services Rules as amended from time to time and as applicable in connection with the affairs of Nigam of Haryana;
- (e) **“existing pay scale”** in relation to any post or any Nigam employee means the pre-revised functional pay scale as on 1.1.2006 prescribed for the post held by the Nigam employee;

**EXPLANATION –** In the case of a DHBVN employee who was on the 1<sup>st</sup> day of January, 2006 on deputation or on leave or on foreign service or who would have on that day officiated on one or more lower post but for his officiating in a higher post, “existing scale” means the functional scale applicable to the post which he would have held but for his being on deputation or on leave or on foreign service or as the case may be, but for his officiating in a higher post, as on 1.1.2006;

- (f) **“existing emoluments”** mean the sum of (i) existing basic pay, (ii) dearness pay appropriate to the basic pay and (iii) dearness allowance appropriate to the basic pay + dearness pay at index average 536 (1982=100);
- (g) **“functional pay scale”** in relation to a Nigam employee means the pay scale which is prescribed for the post held by the Nigam employee. It does not mean any other pay scale in which the Nigam employee is drawing his pay as a personal measure to him with any other justification like length of service, or higher/additional qualification or upgrading of pay scale due to any other reason;
- (h) **“grade pay”** is the fixed amount corresponding to the pre-revised pay scales/posts;
- (i) **“leave”** means any pre-sanctioned leave as defined in C.S.R., except “casual leave”. Any type of absence without the sanction of competent authority shall not be considered as leave;

- (j) **“memorandum explanatory”** means the memorandum explanatory appended to these rules, briefly explaining the nature,, philosophy, justification, objectives, applicability etc. of these rules;
- (k) **“officiating post”** means the post which is held by the Nigam employee to which he has not been confirmed or to which he has been appointed as a temporary measure while still retaining his lien to a different post or of which he performs the duties while another person holds a lien to such post. The Nigam employee occupying a post while on probation is also to be considered to be holding an officiating post. Further, if competent authority has appointed a Nigam employee to officiate on a vacant post on which no other Nigam employee holds a lien, even such appointment shall be considered as officiating appointment;
- (l) **“persons”** mean persons who are Nigam employee for the purposes of these rules;
- (m) **“pay in the pay band”** means pay drawn in the running pay bands specified in Column 4 of the First Schedule;
- (n) **“pay”** means the amount drawn monthly by Nigam employee, other than special pay or pay granted in lieu of his personal qualification or his length of service, in the functional pay scale, which has been sanctioned for a post held by him substantively or in an officiating capacity or in case where no separate functional pay scale is sanctioned for the post held by the Nigam employee constituting a cadre, in the pay scale to which he is entitled by reason of his position in a cadre;
- (o) **“present scale”** in relation to any post/grade specified in **column (1)** of the First Schedule means the scale of pay specified against that post in **column (2)** thereof;
- (p) **“pay scale as a personal measure to the Nigam employee”** means any scale of pay in which the Nigam employee is drawing his salary, other than the existing scale (as defined in this rule), including the pay scale granted based on the length of service or the pay scale granted for possessing additional qualification etc;
- (q) **“revised emoluments”** means basic pay of a Nigam employee in the revised functional pay structure for the post held by the Nigam employee and includes the revised non practising allowance, if any, admissible to him in addition to the pay in the revised functional pay structure;
- (r) **“revised pay scale”** in relation to any post or any Nigam employee occupying such post means revised functional structure of pay prescribed for such post in place of the existing functional pay structure under these rules;
- (s) **“Schedule”** means schedule appended to these rules;

- (t) **“substantive pay”** means pay drawn by the Nigam employee on the post to which the Nigam employee has been appointed substantively or by reason of his substantive position in a cadre.

**Note-** A Nigam employee who has been appointed temporarily to a post while still drawing his salary in his earlier pay scale or in any other pay scale except the pay scale prescribed for the post of which he has been appointed, will not be deemed to have been appointed against such post either in the officiating capacity or in the substantive capacity for the purposes of these rules.

#### **4. Scale of pay of posts: -**

- (1) The functional pay band and grade pay or the functional pay scale, as applicable, of each functional pay scale specified in column (2) of the First Schedule shall be as specified against it in column (4) and (5) thereof.

#### **5. Drawal of pay in revised pay structure**

- (1) Save as otherwise provided in these rules, a Nigam employee shall draw pay in the revised pay structure applicable to the post to which he is appointed:

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

Provided further that in cases where a Nigam employee has been placed in a higher pay scale between 1-1-06 and the date of notification of these rules on account of promotion, upgradation of pay scale etc., the Nigam employee may elect to switch over to the revised pay structure from the date of such promotion, upgradation etc.

**EXPLANATION 1. -** The option to retain the existing scale under the provision of this rule shall be admissible only in respect of one existing scale.

**EXPLANATION 2. -** Aforesaid option shall not be admissible to any person appointed to a post on or after the 1<sup>st</sup> day of January, 2006, whether for the first time in Nigam service or by transfer or promotion from another post and he shall be allowed pay only in the revised pay structure.

**EXPLANATION 3. -** Where a Nigam employee exercises option under the proviso to this rule to retain the existing scale in respect of a post held by him in an officiating capacity on a regular basis for the purpose of regulation of pay in that scale under CSR or any other rule or order applicable to that post, his substantive pay shall be the substantive pay which he would have drawn had he retained the existing scale in respect of the permanent post on which he holds a lien or would have held a lien had his lien not been suspended or the pay of the officiating post which has acquired the character of substantive pay in accordance with any order for the time being in force, whichever is higher.

**EXPLANATION 4. -** As a general pre condition, switching over to the new pay and allowance structure by individual employees be subjected to the following general frame work of conditions as the most basic and central to the entire scheme ;

The revised scheme is a package in itself and proposes to replace the entire pre-revised structure and not merely replace the pay on scale to scale basis. An enabling option has been afforded to individual employees to continue in the existing pre-revised structure rather than compulsively switching over to the new structure of pay and allowances as promised by the said rules. In such a scenario, the moment an employee exercises / deemed to have exercised the option to switch to the revised scheme, he severs all relationships and perceived relativities with the principles / other conditionality specific to the pre-revised scheme with effect from the date on which this revised structure takes effect in his case. Therefore, after once being brought to be governed by the structure put in place by the said rules, it would not be permissible for the individual employees or a group / class / category thereof to strike any type of parity / claim based on the pre-revised or pre-existing scenario. Once having brought to be governed by the said rules, the said rules in totality shall govern the conditions of services including the payment of pay and allowances without any reference to the pre-revised / pre-existing structure. No claim based on the pre-revised / pre-existing scheme shall, therefore, be permissible as valid for agitating / supporting any claim of further amending the impact of said rules, save in terms of the provisions of the said rules.

**6. Exercise of option: -**

(1) The option under the proviso to rule 5 shall be exercised in writing in the form appended to the Second Schedule so as to reach the authority mentioned in sub-rule (2) within three months of the date of publication of these rules, or where an existing scale has been revised by any order made subsequent to that day within three months of the date of such order.

Provided that in the case of Nigam employee who is, on the date of such publication or, as the case may be, date of such order, on leave or on deputation or on foreign service, the said option shall be exercised in writing so as to reach the said authority within three months of the date of his taking charge of his post in Nigam or on the expiry of the sanctioned leave, whichever is earlier:

Provided further that where a Nigam employee is under suspension on the date of publication of these rules or, as the case may be, on the date of such order the option may be exercised within three months of the date of his return to his duty.

- (2) The option shall be intimated by the Nigam employee to the Head of his office.
- (3) If the intimation regarding option is not received within the time mentioned in sub-rule (1), the Nigam employee shall be deemed to have elected to be governed by the revised structure of pay on and from the 1<sup>st</sup> day of January, 2006.
- (4) The option once exercised shall be final.

**Note1. -** Persons whose services were terminated on or after the 1<sup>st</sup> January, 2006, and who could not exercise the option within the prescribed time limit, on account of death, discharge on the expiry of the sanctioned post, resignation, dismissal or removal on account of disciplinary proceeding, are entitled to the benefit of this rule.

**Note 2. -** Persons who have died on or after the 1<sup>st</sup> day of January, 2006, and could not exercise the option within the prescribed time limit are deemed to have opted for the revised pay structure on and from the 1<sup>st</sup> day of January, 2006, or such later date as is most beneficial to their dependents, if the revised pay structure is more favourable and in such cases, necessary action for payment of arrears should be taken by the Head of Office.

#### **7. Fixation of initial pay in the revised pay structure**

(1) The initial pay of a Nigam employee who elects or is deemed to have elected under sub-rule (3) of rule 6 to be governed by the revised pay structure on and from the 1<sup>st</sup> day of January, 2006, shall, unless in any case the Nigam by special order otherwise directs, be fixed separately in respect of his substantive pay in the permanent post on which he holds a lien or would have held a lien if it had not been suspended, and in respect of his pay in officiating post held by him, in the following manners namely:-

**(A)** In the case of all employees-

- (i) The pay in the pay band/ pay scale will be determined by multiplying the existing basic pay as on 1.1.2006 by a factor of 1.86 and rounding off the resultant figure to the next multiple of 10.
- (ii) If the minimum of the revised pay band/ pay scale is more than the amount arrived at as per (i) above the pay shall be fixed at the minimum of the revised pay band/ pay scale:

#### **Provided further that**

Where, in the fixation of pay, the pay of Nigam employee drawing pay at two or more consecutive stages in an existing scale gets bunched, that is to say, gets fixed in the revised pay structure at the same stage in the pay band, then, for every two stages so bunched, benefit of one increment shall be given so as to avoid bunching of more than two stages in the revised running pay bands. For the purpose, the increment will be calculated on the pay in the pay band. Grade pay would not be taken into account for the purpose of granting increments to alleviate bunching.

In the case of pay scales in the pay band PB-4, benefit of increments due to bunching shall be given taking into account all the stages in different pay scales in this grade.

If by stepping up of the pay as above, the pay of a Nigam employee gets fixed at a stage in the revised pay band/ pay scale (where applicable) which is higher than the stage in the revised pay band at which the pay of a Nigam employee who was drawing pay at the next higher stage or stages in the same existing scale is fixed, the pay of the latter shall also be stepped up only to the extent by which it falls short of that of the former.

The pay in the pay band will be determined in the above manner. In addition to the pay in the pay band, grade pay corresponding to the existing scale will be payable.

**(B)** In the case of employees who are in receipt of special pay/ allowance in addition to pay in the existing scale which has been recommended for replacement by a pay band and grade pay without any special pay/ allowance, pay shall be fixed in the revised pay structure in accordance with the provisions of (A) above.

**(C)** In the case of employees who are in receipt of special pay component with any other nomenclature in addition to pay in the existing scales, such as personal pay for promoting small family norms, etc., and in whose case the same has been replaced in the revised pay structure with corresponding allowance/ pay at the same rate or at a different rate, the pay in the revised structure shall be fixed in accordance with the provisions of clause (A) above. In such cases the allowance at the new rate as recommended shall be drawn in addition to pay in the revised structure of pay from the date specified in the individual notifications related to these allowances.

**(D)** in the case of medical officers who are in receipt of Non-Practising Allowance (NPA), the pay in the revised pay structure shall be fixed in accordance with the provisions of clause (A) above except that, in such cases, the pre-revised dearness allowance appropriate to the non-practising allowance (excluding dearness pay component on NPA) admissible at index average 536 (1982=100) shall be added while fixing the pay in the revised pay band. Illustration 3 in Explanatory Memorandum to these rules may be referred to in this regard.

**Note 1. -** A Nigam employee who is on leave on the 1<sup>st</sup> day of January, 2006, and is entitled to leave salary shall become entitled to pay in the revised pay structure from 1.1.2006 or the date of option for the revised pay structure. Similarly, where a Nigam employee is on study leave on the first day of January, 2006, he will be entitled to the benefits under these rules from 1.1.2006 or the date of option.

**Note 2 -** Where a post has been upgraded as indicated in Part B of the First Schedule to these Rules, the fixation of pay in the applicable pay band will be done in the manner prescribed in accordance with clause (A) (i) and (ii) of rule 7 by multiplying the existing basic pay as on 1.1.2006 by a factor of 1.86 and rounding the resultant figure to the next multiple of 10. The Grade pay corresponding to the upgrade scale as indicated in column 6 of the Part-B of the First Schedule will be payable in addition. **Illustration 4** in this regard is in Explanatory Memorandum to these rules.

**Note 3. -** In case of Nigam employee under suspension, he shall continue to draw subsistence allowance based on existing scale of pay and his pay in the revised structure of pay will be subject to final order on the pending disciplinary proceedings or otherwise a final order, as the case may be.

**Note 4. -** Where the 'existing emoluments' exceed the revised emoluments in the case of any Nigam employee, the difference shall be allowed as personal pay to be absorbed in future increases in pay.

**Note 5. -** Where in the fixation of pay under sub-rule (1), the pay of a Nigam employee, who, in the existing scale was drawing immediately before the 1<sup>st</sup> day of January, 2006, more pay than another Nigam employee junior to him in the same cadre, gets fixed in the revised pay band at a stage lower than that of such junior, his pay shall be stepped upto the same stage in the revised pay band as that of the junior.

**Note 6. -** Where a Nigam employee is in receipt of personal pay on the 1<sup>st</sup> day of January, 2006, which, together with his existing emoluments exceeds the revised emoluments, then the difference representing such excess shall be allowed to such Nigam employee as personal pay to be absorbed in future increases in pay.

**Note 7. -** In case where a senior Nigam employee promoted to a higher post before the 1<sup>st</sup> day of January, 2006, draws less pay in the revised pay structure than his junior who is promoted to the higher post on or after the 1<sup>st</sup> day of January, 2006, the pay in the pay band of the senior Nigam employee should be stepped up to an amount equal to the pay in the pay band as fixed for his junior in that higher post. The stepping up should be done with effect from the date of promotion of the junior Nigam employee subject to the fulfillment of the following conditions, namely:-

- (a) both the junior and the senior Nigam employee should belong to the same cadre and the posts in which they have been promoted should be identical in the same cadre;
- (b) the pre-revised scale of pay and the revised grade pay of the lower and higher posts in which they are entitled to draw pay should be same;
- (c) the senior Nigam employee at the time of his promotion should have been drawing equal or more pay than the junior;
- (d) the anomaly should be directly as a result of the application of the provisions of CSR or any other rule or order regulating pay fixation on such promotion in the revised pay structure. If even in the lower post, the junior officer was drawing more pay in the pre-revised scale than the senior by virtue of any advance increments granted to him, provision of this Note need not be invoked to step up the pay of the senior officer.

(2) Subject to the provisions of rule 5, if the pay as fixed in the officiating post under sub-rule (1) is lower than the pay fixed in the substantive post, the former shall be fixed at the same stage as in the substantive pay.

**8. Fixation of pay in the revised pay structure of employees appointed as fresh recruits on or after 1.1.2006-**

Section II of Part A of the First Schedule of these rules indicated the entry level pay in the pay band at which the pay of direct recruits to a particular post carrying a specific grade pay will be fixed on or after 1.1.2006.

This will also be applicable in the case of those recruited between 1.1.2006 and the date of issue of this Notification. In such cases, where the emoluments in the pre-revised pay scale(s) [i.e., basic pay in the pre-revised pay scale(s) plus dearness pay plus dearness allowance applicable on the date of joining] exceeds the sum of the pay fixed in the revised pay structure

and the applicable dearness allowance thereon, the difference shall be allowed as personal pay to be absorbed in future increments in pay.

#### **9. Rate of increment in the revised pay structure-**

The rate of increment in the revised pay structure will be 3% of the sum of the pay band and grade pay applicable, which will be rounded off to the next multiple of 10. The amount of increment will be added to the existing pay in the pay band. Illustration 5 in this regard is in the Explanatory Memorandum of these rules.

#### **10. Date of next increment in the revised pay structure-**

There will be a uniform date of annual increment, viz. 1<sup>st</sup> July of every year. Employees completing 6 months and above in the revised pay structure as on 1<sup>st</sup> of July will be eligible to be granted the increment. The first increment after fixation of pay on 1.1.2006 in the revised pay structure will be granted on 1.7.2006 for those employees also for whom the date of next increment was between 1<sup>st</sup> July, 2006 to 1<sup>st</sup> January, 2007:

Provided that in the case of persons who had been drawing maximum of the existing scale for more than a year as on the 1<sup>st</sup> day of January, 2006, the next increment in the revised pay structure shall be allowed on the 1<sup>st</sup> day of January, 2006. Thereafter, the provision of rule 10 would apply:

Provided further that in cases where an employee reaches the maximum of his pay band, shall be placed in the next higher pay band after one year of reaching such a maximum. At the time of placement in the higher pay band, benefit of one increment will be provided. Thereafter, he will continue to move in the higher pay band till his pay in the pay band reaches the maximum of PB-4, after which no further increments will be granted.

**Note1.** - In cases where two existing scales, one being a promotional scale for the other, are merged, and the junior Nigam employee, now drawing his pay at equal or lower scale of pay, happens to draw more pay in the pay band in the revised pay structure than the pay of the senior Nigam employee in the existing higher scale, the pay in the pay band of the senior Nigam employee shall be stepped up to that of his junior from the same date and he shall draw next increment in accordance with rule 10.

#### **11. Fixation of pay in the revised pay structure subsequent to the 1<sup>st</sup> day of January, 2006-**

Where a Nigam employee continues to draw his pay in the existing scale and is brought over to the revised pay structure from a date later than the 1<sup>st</sup> day of January, 2006, his pay from the later date in the revised pay structure shall be fixed in the following manner:-

Pay in the pay band will be fixed by adding the basic pay applicable on the later date, the dearness pay applicable on that date and the pre-revised dearness allowance based on rates applicable as on 1.1.2006. This figure will be round off to the next multiple of 10 and will then become the pay in the applicable pay band. In addition to this, the grade pay corresponding to the pre-revised pay scale will be applicable. Where the Nigam employee is in receipt of special pay or non-practicing allowance, the methodology followed will be as prescribed in rule 7 (1), (B), (C), (D) as applicable, except that the basic pay and dearness pay to be taken into account will be the basic pay

and dearness pay applicable as on that date but dearness allowance will be calculated as per rates applicable on 1.1.2006.

**12. Fixation of pay on reappointment after the 1<sup>st</sup> day of January, 2006 to a post held prior to that date-**

A Nigam employee who has officiated in a post prior to the 1<sup>st</sup> day of January, 2006, but was not holding that post on that date and who on subsequent appointment to that post draws pay in the revised pay structure shall be allowed the benefit of the proviso to CSR to the extent it would have been admissible had he been holding that post on the 1<sup>st</sup> day of January, 2006, and had elected the revised pay structure on and from that date.

**13. Fixation of pay on promotion on or after 1.1.2006-**

(1) In the case of promotion from one grade pay to another in the revised pay structure, the fixation will be done as follows:-

One increment equal to 3% of the pay in the pay band and the existing grade pay will be computed and rounded off to the next multiple of 10. This will be added to the existing pay in the pay band. The grade pay corresponding to the promotion post will thereafter be granted in addition to this pay in the pay band. In cases where promotion involves change in the pay in the pay band after adding the increment is less than the minimum of the higher pay band to which promotion is taking place, pay in the pay band will be stepped to such minimum.

(2) On promotion from one grade pay to another, a Nigam employee has an option under CSR to get his pay fixed in the higher post either from the date of his promotion, or from date of his next increment, viz. 1<sup>st</sup> July of the years. The pay will be fixed in the following manner in the revised pay structure:-`

(i) In case the Nigam employee opts to get his pay fixed from his date of next increment, then, on the date of promotion, pay in the pay band shall continue unchanged, but the grade pay of the higher post will be granted. Further re-fixation will be done on the date of his next increment i.e. 1<sup>st</sup> July. On that day, he will be granted two increments; one annual increment and the second on account of promotion. While computing these two increments, basic pay prior to the date of promotion shall be taken into account. To illustrate, if the basic pay prior to the date of promotion was Rs.100, first increment would be computed on Rs.100 and the second on Rs.103.

(ii) In case the Nigam employee opts to get his pay fixed in the higher grade from the date of his promotion, he shall get his first increment in the higher grade on the next 1<sup>st</sup> July if he was promoted between 2<sup>nd</sup> July and 1<sup>st</sup> January. However, if he was promoted between 2<sup>nd</sup> January and 30<sup>th</sup> June of a particular year, he shall get his increment on 1<sup>st</sup> July of next year.

**Note. -** A Nigam employee can exercise his option on promotion for pay fixation under CSR on plain paper in simple application form.

**14. Mode of payment of arrears of pay-**

The arrears shall be paid in cash in two installments. The first installment should be restricted to 40% of the total arrears. The remaining 60% of arrears should be paid during the next financial year.

**Explanation.** - For the purposes of this rule:

- (a) “arrears of pay” in relation to a Nigam employee means the difference between:
- (i) the aggregate of the pay and allowances to which he is entitled on account of the revision of his pay and allowances under these rules, for the relevant period. Revised allowances (except for dearness allowance and non-practicing allowance) will be payable only with effect from 1.1.2009
  - (ii) the aggregate of the pay and allowance to which he would have been entitled (whether such pay and allowances had been received or not) for that period had his pay and allowances not been so revised;
- (b) “relevant period” means the period commencing on the 1<sup>st</sup> day of January, 2006, and ending with the 28.2.2009.

#### **15. Overriding effect of rules**

The provisions of CSR or PFR or any other rules made in this regard shall not, save as otherwise provided in these rules, apply to cases where pay is regulated under these rules to the extent they are inconsistent with these rules.

#### **16. Power of relax**

Where the Nigam is satisfied that the operation of all or any of the provisions of these rules causes undue hardship in any particular case, it may, by order, dispense with or relax the requirements of that rule to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner.

**Note.** - The relaxation so granted under this rule shall be deemed to have been given depending upon the merit of such class and categories of Nigam employee and therefore, will not amount to any discrimination with other class and categories of Nigam employee.

#### **17. Power to make addition or deletion etc.**

Where the Nigam is satisfied that there is a necessity to make additions or delete any class or categories of posts or change the designations and structure of pay either permanently or temporarily in the schedules of these rules, the Nigam will be competent to add or delete or change such conditions. The provisions of these rules will apply on such additions or deletions or changes as the Nigam may direct by specific orders or in the absence of that all the provisions of these rules shall apply as if the changes were made.

#### **18. Interpretation**

If any question arises relating to the interpretation of any of the provisions of these rules, it shall be referred to the Nigam (Finance Section) for decision.

#### **19. Residuary provisions**

In the event of any general or special circumstance which is not covered under these rules or about which certain inconsistency comes to the notice, the matter shall be referred to the Nigam and Nigam will prescribe the conditions to be followed under such circumstances. Such conditions as

prescribed by the Nigam under this rule shall be deemed to be part of these rules. Further, if the Nigam is satisfied that there is a requirement to prescribe certain additional conditions under these rules, the Nigam shall prescribe such conditions and such additional conditions as prescribed by the Nigam under this rule shall be deemed to be the part of these rules.

**THE FIRST SCHEDULE  
(SEE RULES 3 and 4)  
PART – A  
SECTION 1**

Existing Functional Pay Scale		Revised Functional pay Structure		
S. No.	Functional pay Scale	Name of Pay Band	Corresponding Pay Bands	Corresponding Grade Pay
(1)	(2)	(3)	(4)	(5)
1	2650-65-3300 EB 70-4000	1S	4440-7440	1,650
2	2750-70-3800-EB-75-4400	PB-I	5200-20200	1800
3	3050-75-3950 EB 80-4590	PB-I	5200-20200	1,900
4	3050-85-4325 EB 100-5325	PB-I	5200-20200	1,950
5	4000-100-4800 EB 100-6000	PB-I	5200-20200	2,400
6	4500-125-6000 EB 125-7000	PB-I	5200-20200	2,800
7	4625-125-6000 EB -125-7250	PB-I	5200-20200	2,900
8	5000-150-7100 EB 150-8000	PB-2	9300-34800	3,200
9	5450-150-6950 EB 150-8000	PB-2	9300-34800	3300
10	5500-175-8300 EB 175-9000	PB-2	9300-34800	3600
11	6000-175-8450-EB-175-9500	PB-2	9300-34800	3800
12	6500-200-8500 EB 200-10500	PB-2	9300-34800	4200
13	6700-200-8500-EB-200-10500	PB-2	9300-34800	4300
14	7450-225-9025 EB 225-11500	PB-2	9300-34800	4600
15	8000-275-10200 EB 275-13500	PB-2	9300-34800	5400
16	8000-275-10200 EB 275-13500 (Group A Entry)	PB-3	15600-39100	5400
17	9025-325-14550	PB-3	15600-39100	5900
18	10000-325-15200	PB-3	15600-39100	6400
19	12750-375-16500	PB-3	15600-39100	7600
20	14300-400-18300	PB-4	37400-67000	8700
21	14700-400-18700	PB-4	37400-67000	8800
22	15950-450-20000	PB-4	37400-67000	8900
23	18400-500-22400	PB-4	37400-67000	10000
24	22400-525-24500	PB-4	37400-67000	12000

## SECTION II

Entry Pay in the revised pay structure for direct recruits appointed on or after 1.1.2006

**-IS (Rs. 4440-7440)**

<b>Grade Pay</b>	<b>Pay in the Pay Band</b>	<b>Total</b>
1650	4930	6580

**PB-1 (Rs. 5200-20200)**

<b>Grade Pay</b>	<b>Pay in the Pay Band</b>	<b>Total</b>
1800	5120	6920
1900	5680	7580
1950	5680	7630
2400	7440	9840
2800	8370	11170
2900	8610	11510

**PB-2 (Rs. 9300-34800)**

<b>Grade Pay</b>	<b>Pay in the Pay Band</b>	<b>Total</b>
3200	9300	12500
3300	10140	13440
3600	10230	13830
3800	11160	14960
4000	12090	16090
4200	12090	16290
4300	12470	16770
4600	13860	18460
5200	13950	19150
5400	14880	20280

**PB-3 (Rs. 15600-39100)**

<b>Grade Pay</b>	<b>Pay in the Pay Band</b>	<b>Total</b>
5900	16790	22690
6400	18600	25000
7600	23720	31320

**PB-4 (Rs. 37400-67000)**

<b>Grade Pay</b>	<b>Pay in the Pay Band</b>	<b>Total</b>
8700	37400	46100
8800	37400	46200
8900	37400	46300
10000	37400	47400
12000	41670	53670

**PART – B**

**REVISED PAY SCALES FOR CERTAIN CATEGORIES OF STAFF  
SECTION - I  
(See Note 2 below Rule 7)**

Revised Pay Structure of Teaching Cadres of Power Companies of Haryana

<b>Name of the post</b>	<b>Old Scale</b>			<b>Revised Scale (without time scale)</b>
	Functional scale	Time scale on completion of 10 years	Time scale on completion of 20 years	
JBT Teachers	4500-7000	5450-8000	5500-9000	6500-10500
PTI	4500-7000	5450-8000	5500-9000	5500-9000
Drawing Teacher	4500-7000	5450-8000	5500-9000	5500-9000
Master (B. Ed. Teachers)	5500-9000	6500-9900	6500-10500	7450-11500
School Lecturer	6500-10500			7500-12000
Principal Sr. Secondary School	8000-13500			10000-13900

**THE SECOND SCHEDULE**  
**Form of Option**  
**[See rule 6(1)]**

\* (i) I \_\_\_\_\_ hereby elect the revised pay structure with effect from 1<sup>st</sup> January, 2006.

\* (ii) I \_\_\_\_\_ hereby elect to continue on the existing scale of pay of my substantive/officiating post mentioned below until:

\* the date of my next increment

The date of my subsequent increment raising my pay to Rs.

I vacate or cease to draw pay in the existing scale.

The date of my promotion to \_\_\_\_\_

Existing Scale \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Office in which employed \_\_\_\_\_

Date:

Station:

\* To be scored out, if not applicable.

## **MEMORANDUM EXPLANATORY TO THE DHBVN (REVISED PAY) RULES, 2009**

**Rule 1.** - This rule is self explanatory.

**Rule 2.** - This rule lays down the categories of employees to whom the rules apply. Except for the categories excluded under sub rule (2) the rules are applicable to all Nigam employees appointed under the rule making power of the Nigam serving in connection with the affairs of Nigam and whose pay is debitible to the Nigam's Account. They do not apply to any other categories of employees.

**Rule 3.** - This rule is self explanatory.

Further, wherever the terms defined under this rule are mentioned in these rules or in any other rules/ instructions/ orders/ notifications etc. issued in connection with these rules, definitions as prescribed under this rule is to be taken as the meaning for and in these rules or, as the case may be, in any other rules/ instructions/ orders/ notifications etc.

**Rule 4.** - Scale of pay is the revised functional pay structure prescribed for the post as a consequence of these rules. The provision in sub-rule 1(1) is specific and that in sub-rule (2) is residual. For the purpose of sub rule (1), the pay scale in column 4 is the functional pay prescribed for the corresponding posts in column 2 as a consequence of these rules and under these rules. For the purposes of sub rule (2), however, the posts for which the pay scale in column 3 has been prescribed as functional pay scale as a consequence of and under these rules are to be derived out of the existing scale, as mentioned in column 2. Sub rule (2) is to regulate the pay scales only if sub rule (1) does not specifically covers the posts. The fundamental sense is that these rules prescribe the revised functional pay structure for the posts and do not prescribe replacement scales in general. The existing scales as mentioned in this rule and the Schedules have been mentioned only with the objective of deriving as to what shall be the revised functional pay structure and for no other purpose.

The revised pay structure as prescribed by these rules is based on the principle of adequacy and propriety, that is that the Nigam employee should be paid adequately benefit upon his status and qualifications and qualitative and quantitative work output according to the capacity of the Nigam to pay at the same time horizontal and vertical equivalence and differentiations justifiable required to be maintained shall also be maintained.

**Rule 5.** - The intention is that all Nigam employees should be brought over to the revised scales except those who elect to draw pay in the existing scales. Those who exercise the option to continue in the existing scales of pay will continue to draw the dearness allowance and interim relief at the rate in force on the 1<sup>st</sup> of January, 2006 and such dearness allowance will count towards the emoluments for pension etc. to the extent it is so counted on the said date. If a Nigam employee is holding a permanent post in a substantive capacity and officiating on a higher post, or whenever officiated in one or more posts on his being on deputation etc., he has the option to retain the existing scale only in respect of one scale. Such a Nigam employees may retain the existing scale applicable to the permanent post or any one of the officiating posts. In respect of remaining posts he will necessarily have to be brought over to the revised structure.

**Rule 6.** - This rule prescribes the manner in which option has to be exercised and also the authority who should be apprised of such option. The option has to be exercised on the appropriate proforma appended to the rule. It should further be

noted that it is not sufficient for a Nigam employee to exercise the option within the specified time limit, but also to ensure that it reaches the prescribed authority within the time limit officially and in writing on the prescribed proforma. In the case of persons who are on leave or on deputation or on foreign service at the time these rules are notified, the period within which the option has to be exercised is three months from the date they take over charge of the post. It is further made clear that unauthorized absence shall not entitle the Nigam employee to get the relief as granted under these rules for the Nigam employees who are on leave. The period of 3 months shall be counted from the date on which the sanctioned leave expires. No other exigency shall enable such Nigam employees the above said relief. The persons, who have retired between 1<sup>st</sup> January, 2006 and the date of issue of these rules are also eligible to exercise the option.

**Rule 7 (1).** - (1) This rule deals with the actual fixation of pay in the revised functional pay scales on 1<sup>st</sup> January, 2006. For the purposes of these rules the procedure under this rule and no other procedure under a different rule shall be followed. A few illustrations indicating the manner in which pay of Nigam employee should be fixed under this rule subject to the permissible stepping up of pay under notes in this rule are given in the attached Annexure.

**Rule 7(2)** The benefit of this rule is not admissible in cases where a Nigam employee has elected the revised pay structure in respect of his substantive post, but has retained the existing scale in respect of an officiating post.

**Rule 8.** This Rule prescribes the method of fixation of pay of employees appointed as fresh recruits on or after 1.1.2006.

The relevant period for the employees who have entered the Nigam service for the first time either as a direct recruit or by transfer shall be counted from the date he has so entered in the Nigam service.

**Rule 9 and 10.** - These rules prescribe the manner in which the next increment in the new scale should be regulated. The provisos to this rule are intended to eliminate the anomalies of junior Nigam employees drawing more pay than their senior by the operation of substantive part of this rule and also taking care of the Nigam employees who have been drawing pay at the maximum of the existing scale for more than one year as on 1.1.2006 and also those Nigam employees who have been stagnating at the maximum of the existing scale and are actually in receipt of stagnation increments on ad hoc basis.

However, the benefit of this rule will be granted in relation to both the senior and junior drawing their pay in the functional pay scales prescribed for the posts.

**Rule 11.** - This rule is self explanatory.

**Rule 12.** - This rule is self explanatory.

**Rule 13.** - This rule is self explanatory.

**Rule 14.** - This rule is self explanatory

**Rule 15.** - This rule relates to the overriding effect to the rule which provides that the provisions of these rules will regulate and the provisions of any other rule will not regulate the conditions as prescribed in these rules and to the extent of any

inconsistency between the provisions of these rules and provisions of any other rules, the provisions of these rules shall prevail and apply.

**Rule 16.** - This rule is self explanatory.

There could be a possibility that these rules may cause some hardship in any particular case or to a class or category of posts. Under such circumstances the provisions of rule is clear that it has to be invoked only if the Nigam is satisfied about the existence of some hardship which is required to be relaxed. The relaxation of such hardship shall be based on the merit of individual cases or the cases of class and categories of employees where such hardship is found to be justified for relaxation. Removal of such hardship would therefore, not amount to any discrimination where such hardship has either not been found to exist or has not been found to be justified for relaxation.

**Rule 17.** - This rule is self explanatory.

If the circumstances so require the Nigam can add or delete or change any of the parameters as mentioned in the 1<sup>st</sup> Schedule and may further direct the mode in which the provisions of these rules shall be applicable on such changes either generally or specifically. However, in event of absence of any general or specific direction for the applicability of the provisions laid down under these rules, it shall be presumed that the entire rule shall be applicable on such changes.

**Rule 18.** - This rule is self explanatory.

**Rule 19.** - This rule is self explanatory.

The conditions prescribed under this rule will be considered as part of these rules.

**Illustration 1: Initial fixation of Group D employee in -1S**

1.	Existing Scale of Pay	Rs.2650-65-3300-EB-70-4000
2.	Pay Band applicable	-1S Rs.4440-7440
3.	Existing basic pay as on 1.1.2006	Rs.2845
4.	Pay after multiplication by a factor of 1.86	Rs.5291 (Rounded off to Rs.5300)
5.	Pay in the Pay Band	Rs.5300
6.	Pay in the Pay Band after including benefit of bunching, if admissible	Rs.5300
7.	Grade Pay attached to the scale	Rs.1650
8.	Revised basic pay – total of pay in the pay band and grade pay	Rs.6950

**Illustration 2: Fixation of initial pay in the revised pay structure**

1.	Existing Scale of Pay	Rs.4000-100-6000
2.	Pay Band applicable	PB-1 Rs. 5200-20200
3.	Existing basic pay as on 1.1.2006	Rs. 4800
4.	Pay after multiplication by a factor of 1.86	Rs. 8928 (Rounded off to Rs. 8930)
5.	Pay in the Pay Band PB-1	Rs. 8930
6.	Pay in the Pay Band after including benefit of bunching, if admissible	Rs. 8930
7.	Grade Pay attached to the scale	Rs. 2400
8.	Revised basic pay – total of pay in the pay band and grade pay	Rs. 11130

**Illustration 3: Fixation of initial pay in the revised pay structure of Medical Officers**

1.	Existing Scale of Pay	Rs. 10000-325-15200
2.	Pay Band applicable	PB- 3 Rs. 15600-39100
3.	Existing basic pay	Rs. 10000
4.	Existing NPA	Rs. 2000
5.	Pay after multiplication by a factor of 1.86	Rs. 18600
6.	DA on existing NPA	Rs. 480 (24% of Rs. 2000)
7.	Pay in the Pay Band attached to scale	Rs. 19080
8.	Grade Pay attached to the scale	Rs. 6400
9.	Revised basic pay – total of pay in the pay band and grade pay	Rs. 25480 (Revised NPA as decided by the Nigam in revised pay structure will be admissible )

**Illustration 4:** Pay fixation in cases where posts have been upgraded e.g. posts in pre-revised pay scale of Rs. 4500-7000 to 6500-10500 scale.

1.	Existing Scale of Pay	Rs. 4500-7000 (Corresponding Grade Pay Rs. 2800)
2.	Pay Band applicable	PB- 1 Rs. 5200-20200
3.	Upgraded to the Scale of pay	Rs. 6500-10500 (Corresponding Grade Pay Rs. 4200)
4.	Existing Basic Pay as on 1.1.2006	Rs. 5000
5.	Pay after multiplication by a factor of 1.86	Rs. 9300 (Rounded off to Rs. 9300)
6.	Pay in Pay Band PB-2	Rs. 9300
7.	Pay in the pay band after including benefit of bunching in the pre-revised Scale of Rs. 4500-7000, if admissible	Rs. 9300
8.	Grade Pay attached to the scale of Rs. 6500-10500	Rs. 4200
9.	Revised basic pay – total of pay in the pay band and grade pay	Rs. 13500

**Illustration 5:** Pay fixation on grant of increment in the revised pay structure

1.	Pay in the PB-2	Rs.9300
2.	Grade Pay	Rs.4200
3.	Total of pay + grade pay	Rs 13500
4.	Rate of increment	3% of 3 Above
5.	Amount of increment	Rs. 405 rounded off to Rs.410
6.	Pay in Pay Band after increment	Rs. 9300+410
7.	Pay after increment	Rs. 9710
8.	Grade by applicable	Rs.4200

**CGM/Finance  
DHBN, Hisar.**

Copy of the above is forwarded to the following for information and necessary action:-

1. ADGP/V&S, DHBVN, Panchkula.
2. All CGM,/GM/DGM/AGM in DHBVNL.
3. LR/DMS, Haryana Power Utilities, Panchkula.
4. DGM/Training, DHBVN. Hisar/Gurgaon
5. Sr. Medical Officer, DHBVN, Hisar.
6. Medical Officer/ Gurgaon/ Bhiwani.
7. Secretary/Finance, UT Admn., Deluxe Building, Sector-9, Chandigarh
8. Secretary, BBMB, Sector 19, Chandigarh.
9. CE/TS, BBMB, Sector 28, Chandigarh,
10. CE/Generation, BBMB, Nangal.
11. FA& CAO/BBMB(PW) Nangal/Chandigarh.
12. Chief Electrical Inspector to Govt. Haryana Chandigarh.
13. R.A.O., DHBVN, Chandigarh
14. CCO, DHBVN, Hisar
15. All Sectional Heads Incharge in DHBVN.
16. Sr. PS to Chairman/MD/Directors, PS to LR/PA to GM/Admn. in DHBVN.
17. President of all recognized Unions/Associations/Federations in DHBVN.
18. General Secretary of all recognized Unions/Associations/Federations in DHBVN.
19. DGM/IT, DHBVN, Hisar. He is requested to upload the circular of revision of pay scale on the Nigam's website.

**AGM/F&B,  
DHBVN, Hisar.**