

MOST IMMEDIATE

No.F.4(83)-FIN(PC)/2008
GOVERNMENT OF TRIPURA
PAY REVIEW COMMITTEE

Dated, 22nd September, 2008

M E M O R A N D U M

Subject: Sending views/suggestions on the questionnaire for revision of pay scales and other related matters

The undersigned is directed to inform that a Pay Review Committee has been constituted by the State Government vide Notification No.F.4(83)-FIN(PC)/2008 dated 27th August 2008 for giving recommendations for revision of pay scales and other related matters for the State Government employees covered under the State Pay scales. For accomplishment of the task entrusted upon the Committee, views/suggestions are invited from the Departments under enclosed questionnaire. All Departments are requested to send materials on the questionnaire to the Office of the Pay Review Committee at First Floor of the Revenue/TPSC Building, Secretariat Complex, Agartala – 799001 **by 4th October 2008**. The questionnaire is also available in the State Government's website **www.tripura.nic.in**

2. As the task is time bound, it is requested to treat the matter as **U R G E N T**.

Enclo: as stated.

N. Das
Secretary
Pay Review Committee

To
All Principal Secretaries/Commissioners/Secretaries
_____Department.

Copy to:

- 1) Spl. Secretary to Governor, Tripura
- 2) Principal Secretary to Chief Minister, Govt. of Tripura
- 3) PS/PA to All Ministers
- 4) SA & JS to Chief Secretary, Tripura

QUESTIONNAIRE FOR DEPARTMENTS

1. ON PAY STRUCTURE & RELATED ISSUES

1. What are the suggestions from your Department for effecting economy in Government expenditure and mobilizing additional resources for meeting the extra expenditure to be incurred by the upward revision of the structure of emoluments?
2. It is expected that an upward revision of the structure of emoluments would commensurate with increasing responsibility and accountability of the employees. Under this context, please give your suggestions on the following points:
 - (a) to improve work culture among the employees, and
 - (b) to ensure their accountability ?
3. What measures may be taken for improvement of professional efficiency of the employees working in the Department? Please give suggestions.
4. What methodology may be considered for the determination of the equivalence of posts within the government service ?
5. Please indicate category-wise designation of posts available in your Department.
6. Please indicate designations of post/posts which exist in your Department but were not reflected in the **ROP Rules, 1999**.
7. Please indicate designations of post/posts which exist in your Department but have become redundant in the present context. How many of such posts can be abolished/re-designated/converted into other posts? Please give details.
8. Please identify the categories of posts in your Department where further rationalization, simplification of designations may be affected for the sake of efficiency and avoidance of anomalies? Please give details
9. To meet requirement of changed circumstances, recruitment of Computer literate candidates for undertaking office work is often preferred. In many cases they are recruited as 'Data Entry Operator' on a fixed monthly remuneration. For fixing a uniform norm of

qualification, framing of RRs, equivalence of pay scale and providing promotion avenues please give your suggestions.

10. An impression exists in certain quarters that the present promotional policies followed in the Departments are not conducive to improved efficiency in rendering public services. Please give your views/ suggestions for improving this efficiency.
11. While implementing Carrier Advancement Scheme (CAS) introduced under ROP Rules, 1999 whether any anomaly or complication was noticed in your Department. If so, please indicate those cases. Also give suggestions in this respect, if there be any.
12. Please give suggestions to make State Services more attractive for new entrants?
13. Please give views/ suggestions for streamlining the present categories of posts in Gr-A, Gr-B, Gr-C and Gr-D ?
14. On the recommendations of the 6th Central Pay Commission, Central Government has introduced Pay Band Pay Scales by clubbing up a number of existing Pay scales. Would it be suitable in the context of the State Government?
15. On the recommendations of the 6th Central Pay Commission, Central Government has introduced 'Grade Pay' in modification of the existing system of providing promotion benefits. Would it be suitable for the employees of the State Government?
16. On the recommendation of the 6th CPC, the Central Government has introduced the concept of providing the increment on a common date. What convenience or inconvenience do you foresee if this system is introduced for the State Government employees.
17. Please indicate whether any inter-departmental/intra-departmental anomalies in your Departments for the existing pay scales for similar posts?

If so, please mention such cases along with your suggestions.
18. Please indicate if there are any pending cases of anomaly arising out of TSCS (Revised Pay) Rules 1999 related to the employees of your Department which need to be redressed.

19. Please indicate if any pending cases of anomaly arising out of providing training incentive related to the employees of your Department need to be redressed.
20. Please indicate if there are any post in your Department that has no regular promotion channels.
21. Please give suggestions on the following points if there be any:
 - (a) Opening and closing hours in view of early sunrise
 - (b) Hours of work,
 - (c) Holidays and
 - (d) Week ends
22. Please mention any other related issues which is relevant from your Departments point of view to be addressed by the Pay Review Committee under its terms of reference.

III. ON RETIREMENT BENEFITS ETC.

It is often heard that quite a long time is consumed in the offices for processing the pension proposals and getting sanctions. With a view to provide redress, please give suggestions on the proposal to ensure handing over of provisional pension sanction order on the date of retirement, payment of provisional gratuity and leave encashment within the following month of retirement and sending of complete pension proposal duly checked and verified to the AG within one month from the date of retirement.
