MOST IMMEDIATE

No.F.1(5)-FIN(PRC)/2008/37
GOVERNMENT OF TRIPURA
PAY REVIEW COMMITTEE

Dated, 30th 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 for the employees of PSUs/Corporation /Statutory Bodies/Autonomous Bodies/Apex Cooperative Societies/Cooperative Banks/Boards

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 employees of PSUs/Corporation/Statutory Bodies/Autonomous Bodies/Apex Cooperative Societies/Cooperative Banks/Boards. For accomplishment of the task entrusted upon the Committee, views/suggestions are invited from the concerned Organization under enclosed questionnaire. All the concerned Organizations 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 20th 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
CMD/Managing Director/Housing Commissioner/Chief Executive Officer/Secretary/Executive Officer/Member Secretary_____

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
5) All Principal Secretaries/Commissioners/Secretaries _____Department.

(N. Das)
Secretary
Pay Review Committee

QUESTIONNAIRE FOR THE AUTHORITIES OF PSUs/CORPORATION /STATUTORY BODIES/AUTONOMOUS BODIES/APEX COOPERATIVE SOCIETIES / COOPERATIVE BANKS/BOARDS

1. ON PAY STRUCTURE & RELATED ISSUES

1. What in your opinion, should be the guiding principles in regard to revision of the structure of pay in PSUs/Autonomous Bodies/Apex Cooperative Societies/Banks/Boards etc.?

2. Do you think that the financial position of the Organization to which you belong is an important guiding factor in the revision structure?

3. What are the suggestions from your Organization for effecting economy in expenditure, prevention of wasteful expenditure and mobilization of additional resources for meeting the extra expenditure to be incurred due to the upward revision of the structure of emoluments?

4. Whether your Organization has earned profit or attained break-even position as per balance sheet of past two/three years? If so, what are your suggestions for consolidating this achievement and further improvement of the position?

5. Whether your Organization has been incurring losses as per balance sheet of preceding years? If so, what are your suggestions for eliminating/reducing the loss for achieving at least break-even position within a targeted period.

6. How much of share capital and other grants were provided to your Organization by the Government upto year 2007-08? What returns have been provided so far to the Government against the said investments?

7. If your Organization is a loss making one, how much is the accumulated loss upto year 2007-08. Please indicate whether the accumulated loss has surpassed the paid-up capital. If so, what are your suggestions to improve the position?

8. What is the status of finalization of balance sheet and profit & loss account of your Organization?

9. 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,
(b) to improve productivity of the employees, and
(c) to ensure their accountability ?

10. What measures may be taken for improvement of professional efficiency of the employees working in your Organization? Please give suggestions.

11. Please indicate category-wise designation of posts available in your Organization.

12. Please indicate designations of post/posts which exist in your Organization but were not reflected in the communication issued from the FD while revision of pay scales in 1999.

13. Please indicate designations of post/posts which exist in your Organization 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.

14. Please identify the categories of posts in your Organization where further rationalization, simplification of designations may be affected for the sake of efficiency and avoidance of anomalies? Please give details

15. To meet requirement of changed circumstances, recruitment of Computer literate candidates for undertaking office work is often preferred. What are your suggestions for amendment of RRs for concerned posts, re-designation etc.

16. Please give views/ suggestions for streamlining/rationalizing the existing categories of posts?

17. The Central Government has introduced Pay Band Pay Scales by clubbing up a number of existing Pay scales. Would such a set up suitable in the context of your Organization?

18. The Central Government has introduced 'Grade Pay' in modification of the existing system of providing promotion benefits. Would such a system suitable for the employees of your Organization?

19. What are your views for further increase in the existing number of Pay scales or reducing the number of Pay scales for the employees of the Organization?

If so, please specify the numbers you suggest and reasons thereof.

20. What are your views/suggestions regarding the rates of increment and introduction of a common date for effecting increments following revision of Pay Scales?

21. Are you aware of any anomalies in the existing pay scales for similar posts in your Organization?

If so, please mention such cases along with your suggestion.

22. Please indicate if there are any pending cases of anomalies arising out of last revision of pay in 1999 so far as employees of your Organization are concerned.

If so, please mention such cases along with your suggestions.

23. What benefit would you suggest for the employees who are stagnating at the maximum of the Pay scales?

24. Are there any posts in your view that have no regular promotion channels?

    If so, what are your suggestions for opening up promotional avenues for such posts?

25. Please mention any other related issue which you think may be addressed by the Pay Review Committee.

II. ON ALLOWANCES, BENEFITS, ETC.

1. Please name the allowances and rates which are currently provided to the employees of your Organization.

(a) What are your views regarding retaining each of the above allowances as separate elements in the salary structure?

2. What are your suggestions for change of procedure in regard to the time and point factor in respect of DA?

3. What are your views in respect of linking of DA and other allowances with financial health and performance of the Organization to which you belong?

4. Keeping in view financial health of the Organization to which you belong, what are your suggestions for revision of existing allowances?

III. ON RETIREMENT BENEFITS ETC.

1. What retirement benefits are presently being provided to the employees of your Organization?

2. Do the benefits which are being provided now, conforms to the provisions of relevant Labour Acts & Rules?

3. Whether the financial health of the Organization permits providing of the existing benefits? If not, what are your suggestions for improving the financial health so that the benefits can be provided smoothly in time?

IV. ON MISCELLANEOUS POINTS:

1. If you have any views or suggestions on any other relevant subject which you feel should be considered by the Pay Review Committee?

Ss//Payrev/questionairePSUorg