

**GOVERNMENT OF NAGALAND
FINANCE DEPARTMENT
ESTABLISHMENT BRANCH & ROP CELL**

NOTIFICATION

Dated Kohima, the 10th August 2010

NO.FIN/ROP/VI-PC/1/2008 :: In exercise of powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Nagaland is pleased to make the following revised rules in supercession of the earlier notifications No.FIN/ROP/VI-PC/1/2008 dated 9.11.2009, dated 9.12.2009, dated 16.2.2010, dated 17.3.2010, dated 20.3.2010 and dated 27.3.2010.

RULES

1. Short title and commencement:-

- (a) These rules may be called the "Nagaland Services (Revision of Pay) Rules, 2010.
- (b) These Rules shall be deemed to have come into force on the forenoon of 1st June, 2008 only for the purpose of notional pay fixation in the revised pay structure and for the purpose of fixation of monthly pension in respect of employees who had retired from service after 31.05.2008 but prior to 01.04.2010 and that actual payments on the basis of the revised pay structure would be effective from 01.04.2010 and no arrears of salary or pension shall be payable for the period prior to 01.04.2010.
- (c) Additional arrear for one month shall be paid to the existing employees in the month of December, 2010 after reviewing the position of ARM (Addl. Resource Mobilization) in November, 2010. Detailed instructions in this regard will be issued separately in due course.

2. Applicability of the rules:-

- (a) These rules shall apply to all regular employees appointed to services or posts in connection with affairs of the State of Nagaland, and which are under the rule making powers of the Governor of Nagaland.
- (b) These rules shall not apply to –
 - (i) all categories of work-charge employees;
 - (ii) persons paid out of contingencies;
 - (iii) persons employed on Contract, except where the contract provided otherwise;
 - (iv) persons re-employed in Govt. service after retirement;
 - (v) any other class or category of persons whom the Governor may, by order, specifically exclude from the operation of all or any of the provisions contained in these rules.

Persons paid out of contingencies mentioned under Rule 2(b) (ii) means – persons appointed without the existence of corresponding sanctioned posts, irrespective of whether their pay are being booked as ‘salaries’ or ‘wages’ and persons appointed on substitute basis against leave/training vacancies or any type of temporary vacancies.

3. Definitions:-

In these rules, unless the context otherwise requires:

- (i) “Existing Basic Pay” means pay drawn in the prescribed existing scale of pay, including stagnation increment(s) , but does not include any other type of pay like ‘special pay’, etc.
- (ii) “Existing Scale” in relation to a Government servant means the present scale applicable to the post held by the Government servant (or, as the case may be, personal scale applicable to him) as on the 1st day of June, 2008 whether in a substantive or officiating capacity.

Explanation – In the case of a Government servant, who was on the 1st day of June, 2008 on deputation out of India or on leave or on foreign service, or who would have on that date officiated in one or more lower posts but for his officiating in a higher post, “existing scale” includes the scale applicable to the post which he would have held but for his being on deputation out of India or on leave or on foreign service or, as the case may be, but for his officiating in a higher post.
- (iii) “Grade Pay” is the fixed amount corresponding to the pre-revised pay scales/posts.
- (iv) “Revised Pay Structure” in relation to any post specified in column 1 of the **Annexure-I** means the pay band and grade pay specified against that post or the pay scale specified in column 2 & 3 thereof, unless a different revised pay band and grade pay or pay scale is notified separately for that post.
- (v) “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.

4. Relaxation of rules:-

Where the Governor of Nagaland is satisfied that the operation of any of these rules causes undue hardship in any particular case he may by order issued from the Finance Department of the Government dispense with or relax the requirement of that rule to such extent and subject to such conditions as he may consider necessary for dealing with the case in a just and equitable manner.

5. Power of interpretation:-

If any question arises relating to the interpretation of these rules, it shall be referred to the Finance Department of the Government of Nagaland whose decision shall be final.

6. Applicability of the revised scale of pay:-

- (a) All Government servants, who are in service on 01.06.2008, and those who enter service on or after 01.06.2008 shall come within the purview of these Rules subject to the provision made hereinafter.
- (b) Any Government servant may, however, continue to draw pay in existing scale at his/her option until he/she vacates his/her post or ceases to draw pay in that scale. Revised Pay Bands and Grade Pay are indicated in **Annexure-I**.
- (c) All such Government servant who opts to continue to draw pay in existing scale shall exercise option in writing within thirty days from the date of publication of these Rules. Those who do not exercise any option within the prescribed period shall be deemed to have opted for the revised pay under these rules.
- (d) In case of a Government servant who is on leave or on deputation or on Foreign Service or under suspension on the date of publication of these Rules, the period of thirty days shall be counted from the date of his/her return to duty under the Government.
- (e) The option once exercised shall be final and cannot be modified at any subsequent date.
- (f) The form to be used for exercising option is at **Annexure-II**.

7. Classification of posts:-

The classification of posts is as follows:

Sl. No.	Classification in Existing Scale	Classification in Revised Pay Band
1	Group A: All post carrying a scale of pay with maximum of not less than Rs.13500/-.	Grade Pay of Rs.5400 to Rs.10,000/-
2	Group B: All posts carrying a scale of pay with a maximum of not less than Rs.9750 but less than Rs.13500/-.	Grade Pay of Rs.4400 to Rs.4600/-
3	Group C: All posts carrying a scale of pay with maximum of Rs.4400 and above but less than Rs.9750/-.	Grade Pay of Rs.1800 to Rs.4200/-
4	Group D: All posts carrying a scale of pay the maximum of which is less than 4400/-.	Grade Pay of Rs.1300 to Rs.1400/-

8. Fixation of Initial Pay in the Revised Scale/Pay Band, Fitment Formula, Etc:

(i) **Fitment Formula:** The revised basic pay in the new Pay Band shall be worked out as follows:

- (a) The present basic pay in the existing scale (without Dearness Pay and Dearness Allowance) is to be multiplied by 1.86 and the amount so arrived at shall be rounded off to the next multiple of 10. This will be the revised pay in the new pay band.

- (b) To the amount arrived at as per (a) above, the Grade Pay as indicated against the relevant Pay Band in Annexure-I will be added. The amount so arrived at will be the revised basic pay for an employee.
- (c) If the minimum of the revised pay band/pay scale is more than the amount arrived at as per 8(i)(a), 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 Government servants 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, than 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. However, for this purpose, the increment will be calculated on the pay in the pay band. Grade pay shall not be taken into account for the purpose of granting increments to alleviate bunching.

- (d) On the amount of basic pay so fixed in the new Pay Band no element of Dearness Pay will be admissible and only Dearness Allowance will be admissible at par with the rates as admissible to the Central Govt. employees drawing pay under the 6th Central Pay Commission recommendations from time to time.
- (ii) The fitment formula as at (i) above will not be applicable in respect of existing pay scales S-20 and S-21 of Annexure-I (Revised Pay Band PB-4). The detailed principles of fixation in these cases are indicated below:

Fitment formula in respect of existing pay scales under S-20 (Rs.16400-500-20900) and S-21 (Rs.18400-500-22400):

The scales Rs.16400-450-20000 and Rs.16400-500-20900 are identical except for a minor step-up in upper limit and annual increment. In the ROP (Rules), 2010 both these scales have been merged in one Pay Band. Considering different posts held under these two scales, it has been decided to grant 2(two) additional increments at the rate of 3% each in the new Pay Band at the time of initial fixation in respect of the existing scale of Rs.16400-500-20900 and 5(five) additional increment at the rate of 3% each in respect of the existing scale of Rs.18400-500-22400 above the minimum of the Pay Band Rs.37400-67000 without taking into account Grade Pay.

9. Fixation of Initial Pay of existing employees:

Existing Pay Scales attached to individual posts under ROP Rules, 1999 and the corresponding Revised Pay Band and Grade Pay under these Rules and the initial fixation of pay at different stages in respect of existing employees are indicated in the Ready Reckoner at **Annexure-III**. Fixation of Pay shall be done in Form at **Annexure-IV** while the Ready Reckoner at **Annexure-III** shall be used as a guide.

For easy reference and guidance, total salary for April, 2010 admissible under the Revised Pay structure (inclusive of Dearness Allowance at the existing rate of 27%, Non-Practicing Allowance for doctors and Medical Allowance) is also indicated against each stage of each pre-revised scale of pay. House Rent Allowance and other allowances will be payable in terms of existing rules governing the same.

Non-Practicing Allowance for doctors will be payable subject to the conditions under Rule 14(9) of these Rules.

10. Fixation of initial pay for new recruits:

The initial pay of the new recruits who enter Govt. Service on or after 1st June, 2008 and who are appointed against the following Pay Bands shall be as indicated in the table below:

(i) Pay Band : IS 4000 – 17200

Existing pay scale	Starting pay in new Pay Band	Grade Pay
2550-55-2660-60-3200	4750	1300
2610-60-3150-65-3540	4860	1400

(ii) Pay Band : PB-I Rs.5200-20200

2750-70-3800-75-4400	5120	1800
3050-75-3950-80-4590	5680	1900
3200-85-4900	5960	2000
4000-100-6000	7440	2400
4125-100-4725-125-6475	7680	2600
4500-125-7000	8370	2800
4750-125-6000-150-7500	8840	3400

(iii) Pay Band : PB-2- Rs.9300-34800

5000-150-8000	9300	4200
5500-175-9000	10230	4200
6000-175-7750-200-9750	11160	4400
6500-200-10500	12090	4600

(iv) Pay Band: PB-3- Rs.15600-39100

8000-275-13500	14880	5400
8500-275-11800-300-14200	15810	5700

11. Rounding of Basic pay after grant of increment

The basic pay as worked out after grant of increment in the new Pay Band shall be rounded to next multiple of Rs.10/-.

12. Anti-Stagnation Measures:

An employee stagnating at the maximum of a Pay Band for more than one year continuously shall be placed in the immediate higher Pay Band without any change in his Grade Pay.

13. Cases of Promotion:

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

- (i) One increment equal to 3% of the sum 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 band also, the same methodology will be followed. However, if 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 up to such minimum.

14. Allowances: The rates of various allowances under these Rules shall be as follows:-

(1) House Rent Allowance:

- (i) The State Government employees who are not provided with Government accommodation shall be paid house rent allowance at uniform rate of 10% of basic pay irrespective of their place of posting in the State.
- (ii) The State Government employees posted in the State Guest Houses outside the State and the personnel of Nagaland Armed Police Battalions posted outside the State who are not provided with Government accommodation shall be paid house rent allowance at following rates:

Sl. No.	Place of posting	City Category	Rate of HRA (Per month)
1	New Delhi	'X'	30% of basic pay
2	Kolkata	'X'	30% of basic pay
3	Guwahati	'Y'	20% of basics pay
4	Shillong	'Z'	10% of basic pay

- (iii) Admissibility of House Rent Allowance shall be further subject to fulfillment of all other existing conditions.

(2) Children Education Allowance:

The Children's Education Allowance shall be @ Rs.200/- p.m. per child subject to a maximum of Rs.400/- per family. This allowance shall be admissible for Group-D employees only, subject to fulfillment of existing norms.

(3) Medical Allowance:

The existing fixed Medical Allowance shall stand enhanced to Rs.400/- p.m. for all categories of State Government employees drawing pay under these rules subject to fulfillment of existing norms.

(4) Difficult Area Allowance:

The Difficult Area Allowance shall be payable to the Government employees posted in specified places/areas as notified by the Government (Home Deptt) from time to time at a fixed rate of Rs.400/- per month for all categories of State Government employees drawing pay under these rules.

(5) Special Allowance to Doctors:

Medical and Veterinary Doctors having post graduate degree/diploma shall be paid a Specialist Allowance of Rs.500/- p.m. subject to the existing terms and conditions.

(6) Allowances for Nurses:

Allowances at following rates shall be payable to all categories of Nurses:

- | | |
|-----------------------|----------------------|
| (a) Nursing Allowance | : Rs.600/- p.m. |
| (b) Uniform Allowance | : Rs.2000/- per year |
| (c) Washing Allowance | : Rs.200/- p.m. |

Note: - *Other categories of staff who are presently getting Washing Allowance shall continue to draw the same at the existing rates until further orders.*

(7) Risk Allowance:

Rs.300/- p.m. may be paid to all categories of nursing staff and others who have to work exposing themselves to hazards beyond the normal degree in certain establishment as notified by the Department of Health and Family Welfare.

(8) Cash Handling Allowance:

Cash Handling Allowance shall be admissible at the following revised rates subject to existing terms and conditions:

Amount of average monthly Cash Disbursement

**Rates of Cash
Handling Allowance**

(a) Upto Rs. 50000	Rs. 100 pm
(b) Over Rs.50000 and upto Rs.200000	Rs. 200 pm
(c) Over Rs.200000 and upto Rs.500000	Rs. 300 pm
(d) Over Rs.500000 and upto Rs.1000000	Rs. 400 pm
(e) Over Rs. 1000000	Rs. 500 pm

(9) Non-Practicing Allowance:

(a) The Medical and Veterinary Doctors serving under the State Government of Nagaland shall continue to be given Non-practicing Allowance (NPA) at the rate of 25% of basic pay (pay in the pay band plus grade pay) under these rules subject to following conditions:

- (i) Basic Pay plus NPA shall not exceed Rs.76, 900/- per month.
- (ii) All the Medical and Veterinary Doctors in the State Government service shall exercise option within a period of 3 (three) months from the date of this notification whether to avail NPA or to do private practice under certain conditions to be worked out and notified by the Health and family Welfare Department and Veterinary Department. Option, once expressed, shall be final and shall not be altered at a later stage in his/her service period. The Health & Family Welfare Department and Veterinary Department shall issue permit specifying terms and conditions to those Doctors who opt for private practice in lieu of NPA.
- (iii) No Doctors getting NPA shall be allowed to do private practice and the Health and Family Welfare Department and Veterinary Department shall strictly enforce this condition. Violation of this condition shall invite disciplinary action which may go to the extent of removal from service.

(b) The term "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.

(c) The NPA shall be restricted to those medical Doctors holding the posts for which a medical qualification recognized under the Indian Medical Council Act, 1956 or under the Dentists Act, 1948 has been prescribed as an essential qualification. In case of Veterinary Doctors NPA shall be restricted to those holding the posts for which minimum qualification of a Degree of B.V.Sc. & A.H. with registration in the Veterinary Council of India is required.

(d) The Non- Practicing Allowance will be treated as pay for the purpose of computing Dearness Allowance, entitlement of Traveling Allowance and House Rent Allowance, as well as, for calculation of retirement benefits.

(10) Traveling Allowance:

(10) 1. Travel Entitlement for journeys on tour.

Officers drawing Grade Pay of Rs.10000 and above	By air/AC First Class by train
Officers drawing Grade Pay of Rs. 8700, Rs. 8900 and Rs. 9900	Economy Class by air/ AC first Class by train.
Officers drawing Grade Pay of Rs.4400, Rs. 4600, Rs. 5400, Rs. 5700, Rs. 6600 and Rs. 7600	AC II Tier Class by train.
Officers drawing Grade Pay of Rs.1800, Rs. 1900, Rs.2000, Rs. 2400, Rs. 2600, Rs. 2800, Rs. 3400 and Rs. 4200.	2 nd Class/AC III Tier Sleeper/AC Chair Car by train.
Officers drawing Grade Pay of Rs. 1300 and Rs. 1400	Sleeper Class by train

(10) 2. Mileage Allowance for Journeys by Road:

Grade Pay	Entitlement
(i) Officers drawing Grade Pay of Rs.10,000 and above	Actual fare by any type of public bus including air-conditioned bus. OR At prescribed rates of AC taxi when the journey is actually performed by the AC Taxi OR At prescribed rates for auto rickshaw for journeys by autorickshaw, own scooter, motor cycle, moped etc.
(ii) Officers drawing Grade Pay of Rs.7600, Rs. 8700, Rs.8900 and Rs. 9900	Same as at (i) above with the exception that Journeys by AC Taxi will not be permissible.
(iii) Officers drawing Grade Pay of Rs.4400 Rs.4600, Rs. 5400, Rs. 5700 and Rs. 6600	Same as at (ii) above.
(iv) Officers drawing Grade Pay of Rs. 1800, Rs. 1900, Rs. 2000, Rs. 2400, Rs. 2600, Rs. 2800 Rs. 3400 and Rs. 4200.	Actual fare by any type of public bus other than air-conditioned bus. OR At prescribed rate for autorickshaw for journeys by autorickshaw/own scooter/motorcycle/Moped etc.
(v) Officers drawing Grade Pay of Rs. 1300 and Rs. 1400	Actual fare by ordinary public Bus only OR At prescribed rates for autorickshaw/own scooter/motorcycle/moped etc.

(10) 3. Mileage Allowance for road journey for places where no specific rates have been prescribed.

(i) For journeys performed in own Car/Taxi	Rs.10 per km
(ii) For journeys performed by Autorickshaw, own scooter etc.	Rs. 6 per km

(10) 4. Daily Allowance on tour.

(in Rupees)

Grade Pay	All places within the State	Places outside the State other than State Capital	State Capital and other 'Y' or 'Z' category cities	'X' category cities as notified by GOI
<i>(1)</i>	<i>(2)</i>	<i>(3)</i>	<i>(4)</i>	<i>(5)</i>
Officers drawing Grade Pay of Rs. 10,000 and above	300	350	450	550
Officers drawing Grade Pay of Rs.8700, Rs.8900 and Rs.9900	250	300	375	450
Officers drawing Grade Pay of Rs.4400, Rs.4600, Rs.5400, Rs.6600 and Rs.7600	200	250	325	400
Officers drawing Grade Pay of Rs.1800, Rs.1900, Rs.2000, Rs.2400, Rs.2600, Rs.2800, Rs.3400 and Rs.4200	175	225	275	350
Officers drawing Grade Pay of Rs.1300 and Rs.1400	100	150	175	250

(10) 5. Hotel & Lodging Charges where no accommodation in the State Guest House is available.

(in Rupees)

Grade Pay	All places within the State	Places outside the State other than State Capitals	State Capital and other 'Y' or 'Z' category cities	'X' category cities as notified by GOI
Officers drawing Grade Pay of Rs. 10,000 and above	670	850	1200	1500
Officers drawing Grade Pay of Rs.8700, Rs.8900 and Rs.9900	450	700	900	1100
Officers drawing Grade Pay of Rs.4400, Rs.4600, Rs.5400, Rs.6600 and Rs.7600	400	500	600	800
Officers drawing Grade Pay of Rs.1800, Rs.1900, Rs.2000, Rs.2400, Rs.2600, Rs.2800, Rs.3400 and Rs.4200	250	300	400	500
Officers drawing Grade Pay of Rs.1300 and Rs.1400	150	175	200	250

(10) 6. Journey on Transfer.

(A) Accommodation and Mileage Allowance entitlement.

Accommodation and Mileage Allowance entitlement as prescribed for journeys on tour by different modes will also be applicable in case of journeys on transfer.

(B) Transfer Grant and Packing Allowance.

- (i) The Composite Transfer Grant shall be equal to one month's pay in case of transfer involving a change of station located at a distance of or more than 20 km from each other.
- (ii) In cases of transfer to stations which are at a distance of less than 20 kms from the old station and of transfer within the same city, one third of the Composite Transfer Grant will be admissible, provided a change of residence is actually involved.
- (iii) At present only one transfer grant is permitted if the transfer of husband and wife takes place within 6 months of each other from the same place to the same place. With effect from the date of implementation of these orders, in cases where the transfer takes place within six months, but after 60 days of the transfer of the spouse, fifty percent of the transfer grant on transfer shall be allowed to the spouse transferred later. No transfer grant shall be admissible to the spouse transferred later, in case both the transfers are ordered within 60 days. The existing provisions shall continue to be applicable in case of transfers after a period of six months or more. Other rules precluding transfer grant in case of transfer at own request or transfer other than in public interest, shall continue to apply unchanged.

(C) Transportation of Personal Effects.

Grade Pay <i>(1)</i>	By Train/Steamer <i>(2)</i>	Rate per km for transport by road (Rs. per km) <i>(3)</i>
Officers drawing Grade pay of Rs.7600 and above	6000 kgs by goods train/ 4 wheeler wagon/ 1 double container	18.00
Officers drawing Grade Pay of Rs.4400, Rs.4600, Rs.5400, Rs.5700 and Rs.6600	6000 kgs by goods train/ 4 wheeler wagon/ 1 single container	18.00
Officers drawing Grade Pay of Rs.1800, Rs.1900, Rs.2000, Rs.2400, Rs.2600, Rs.2800, Rs.3400 and Rs.4200	3000 kgs	9.00
Officers drawing Grade Pay of Rs.1300 and Rs.1400	1500 kgs	4.50

(D). Transportation of Conveyance

Grade Pay	Scale
Officers drawing Grade Pay of 4400 and above	One motor car or one motor cycle/scooter,
Officers drawing Grade Pay less than 4400	One motor cycle/scooter/Moped or one bicycle

(10) 7. T.A. Entitlement of Retiring Employees.

(A) Lumpsum Transfer Grant and Packing Allowance.

- (i) The composite transfer grant equal to a month's pay last drawn may be granted in the case of those employees who, on retirement, settle down at places other than the last station(s) of their duty located at a distance of or more than 20 kms. The transfer incidentals and road mileage for journeys between the residence and the railway station/bus stand, etc. at the old and new station, presently admissible are subsumed in the Composite Transfer Grant and will not be separately admissible.
- (ii) As in the case of serving employees, Govt. servants who, on retirement, settle at the last station of duty itself or within a distance of less than 20 kms may be paid one third of the Composite Transfer Grant subject to the condition that a change of residence is actually involved.

15. Special Allowances/Perquisites/Technical Allowances:

Revised rates of Special Allowances/Perquisites/Technical Allowances to be admissible to various categories of posts which are not yet notified under these Rules shall be notified later. Until such notification the employees getting Special Allowances/Perquisites/ Technical Allowances shall continue to get such allowances at the level of actual amount being admissible to them as on 31.3.2010

16. Instruction regarding fixation of pay, payment of arrears etc.

In order to ensure correct and systematic fixation of pay in the revised pay structure, a proforma for the purpose (Statement of Fixation of pay) is enclosed (Annexure-IV). Illustrations on fixation of pay are also enclosed at Annexure-V & VI.

The sequence of action to be taken for drawal of pay in the revised pay structure will be as follows:-

- (i) The Head of office shall prepare the Initial Pay Fixation statement in prescribed form (in triplicate) indicating fixation of pay of all the Non-gazetted employees under him and also in respect of those Gazetted Officers whose Pay Slips are prepared departmentally. The Ready Reckoner at Annexure-III may be used as a guide for this purpose.

- (ii) On expiry of the prescribed time given for opting out from the ROP Rules, 2010, the Head of Office shall proceed with following actions:
- (a) In respect of those who have opted out (if any), the Initial Pay Fixation statement already prepared shall be destroyed.
 - (b) In respect of those who have not opted out, one copy of the Initial Pay Fixation Statement (IPS) shall be pasted in the Service Book of the Government Servant concerned and another copy shall be made available to the concerned Accounts Officer for post check.
 - (c) Prepare the pay bill/arrear pay bill in the revised pay structure in respect of those who have not opted out, as per the IPS and enclose a copy of the IPS with the respective pay bill for drawal. The amount, as due and admissible, *w.e.f.* 1.4.2010 onwards under the revised pay structure shall be drawn and paid in cash to the incumbents concerned subject to the following procedure:-
 - (1) From the first salary bill drawn under the Revised Pay Structure in respect any employee, the salary already drawn from the same period under the pre-revised rates shall be deducted. A detailed 'Due & Drawn' statement must be enclosed with the first salary bill under the Revised Pay Structure in respect of any employee.
 - (2) First salary bill under the Revised Pay Structure in respect of all employees shall be got countersigned by the respective Accounts Officer and Head of Department before presentation to the Treasury concerned for payment.
 - (3) Under no circumstances, the Treasury Officer shall pass any 'First salary bill under the Revised Pay Structure' in respect of any employee unless the same has been countersigned by the respective Accounts Officer and Head of Department as required under (2) above.
 - (4) First salary bill in the Revised Pay Structure in respect of any employee shall be submitted to the Treasury in 'DUPLICATE'. The Treasury Officer shall pass the 'ORIGINAL COPY' for payment while the 'DUPLICATE COPY' will be retained in his office for record and future reference.
 - (5) For the purpose of ensuring clarity separate salary bills shall be prepared for those employees for whom revised salary has been drawn earlier. Likewise, separate salary bill shall be prepared for them whose revised salary is being drawn for the first time.
 - (iii) Thereafter, the Service Books together with the copies of IPS in respect of all such employees shall be passed on to the concerned Accounts Officer for post check.
 - (iv) In respect of Gazetted Officers whose Pay Slips are issued by Accountant General, the fixation of pay shall be done by the Accountant General and their pay/arrears of pay in the revised pay structure shall be drawn on the basis of authority to be issued by the Accountant General.
 - (v) An undertaking may also be obtained in writing from every employee at the time of drawal of first pay bill in Revised Pay to the effect that any excess payment that may be found to have been made as a result of incorrect fixation of pay in the Revised Pay Structure will be recovered from his pay either in one lump sum or in

monthly installments not exceeding three as may be ordered by the Head of Department concerned. Specimen form of the undertaking is also enclosed (Annexure-VII).

Note-1: Where the increment of a Govt. servant falls due on the 1st day of June, 2008, he/she shall first be given the increment in the existing scale and thereafter his/her pay shall be fixed in the revised pay structure under these rules.

Note-2: Where a Government servant is on leave on the 1st day of April, 2010 he shall become entitled to pay in the revised pay structure from the date he joins duty. In case of Government servant under suspension, he shall continue to draw subsistence allowance based on existing scale of pay and his pay in the revised pay structure shall be subject to final order on the pending disciplinary proceedings.

17. Date of next increment.

The next notional increment of a Government servant whose pay has been notionally fixed in the revised Pay Band in accordance with these rules shall be granted on the 1st December, 2008 subject to the condition that he/she had been in the revised Pay Band for six months and above as on 1.12.2008.

18. Annual Increment:-

The annual increment of an employee drawing pay in the revised Pay Band are payable from the first day of the month of December every year. The rate of annual increment shall be 3% of the basic pay (Pay in the new Pay Band + Grade Pay).

19. PENSION.

(1) Revised Pension/Family Pension:

- (a) Pension to be paid at 50% of the average emoluments/last pay drawn (whichever is more beneficial) without linking to 33 years of qualifying service for grant of full pension, provided the employee concerned has rendered a minimum pensionable service of 20 years.
- (b) Commutation of Pension will be permissible up to 40% of pension. The existing Table of Commutation Value of Pension shall be substituted by a new Table given at **Annexure-IX**.
- (c) The maximum limit of Death-cum-Retirement-Gratuity will be Rs.10 lakhs.
- (d) Family pension is to be paid at 30% of basic pay of the Govt. servant concerned on the date of retirement or death as the case may be.
- (e) The pension/family pension of all the existing pensioners/family pensioners (that is, persons drawing pension/family pension as on 31.5.2008) shall be consolidated as on 1.6.2008 by adding together:

- (i) The existing basic pension/family pension before commutation.
 - (ii) Dearness pension, whenever applicable.
 - (iii) Dearness Relief @ 24% of basic pension/family pension plus Dearness Pension as admissible.
 - (iv) Fitment weightage of 40% of the existing basic pension/family pension (excluding the effect of merger of 50% dearness allowance /dearness relief as pension in case of pensioners retiring on or after 1.4.2004 and dearness pension for other pensioners).
 - (v) The amount so arrived at will be the revised basic pension subject to the provision that the revised pension/family pension in no case, shall be lower than 50%/30% of the sum of the minimum of the pay in the Pay Band and the Grade Pay thereon corresponding to the pre-revised pay scale from which the pensioner had retired/died.
 - (vi) The revised pension/family pension so worked out shall become payable to the pre-1.6.2008 pensioner/family pensioners with effect from 1.4.2010. No arrear for increase in pension due to notional fixation prior to 1.4.2010 shall be payable.
- (f) There will not be any more Dearness Pension on the revised basic pension/family pension.
 - (g) Dearness Relief on revised pension/family pension will be admissible at par with the rates as admissible to Central Civil Pensioners/ family pensioners drawing pension/ family pension under the 6th Central Pay Commission Recommendations.
 - (h) Since the amount of the revised basic pension of the existing pensioners to be worked out as per the procedure prescribed above will be inclusive of commuted portion of pension, if any, the commuted portion will be deducted from the said amount while making monthly disbursements.
- (2) Procedure to be followed in respect of person who retired/died on or after 1.6.2008 but before 1.4.2010:**
- (i) Pension/Family Pension would be worked out and paid for the period up to 31.3.2010 under the pre-revised pay structure.
 - (ii) Thereafter, pay of the Government servant shall be notionally fixed under these Rules and regulated up to the date of retirement/death, and entitlement of pension/family pension under these Rules worked out.
 - (iii) Pension/Family Pension worked out under (ii) above will however become payable with effect from 1.4.2010 (no arrears).
 - (iv) Death-Cum-Retirement-Gratuity will be payable based on the pre-revised rates i.e. based on the pre-revised duty pay actually drawn by the Government servant; and no revision of the same under these Rules shall be made.
 - (v) Leave Encashment will also be admissible only at the pre-revised rates i.e. based on the pre-revised duty pay actually drawn by the Government servant.
 - (vi) Commutation of Pension will be admissible at (up to) 40% of pension admissible (and payable in cash) as on 1.4.2010 under these Rules. However, in cases in which Commutation value has already been paid/authorized at the pre-revised rates, the difference between the amount already paid/authorized and the amount now admissible under the Revised Rules shall be paid.

(3) Additional pension on attaining prescribed age:

(i) The quantum of pension/family pension available to the old pensioners/family pensioners shall be increased as follows:

Age of pensioner/family pensioner	Additional quantum of pension
From 80 years to less than 85 years	20% of revised basic pension/family pension
From 85 years to less than 90 years	30% of revised basic pension/family pension
From 90 years to less than 95 years	40% of revised basic pension/family pension
From 95 years to less than 100 years	50% of revised basic pension/family pension
From 100 years or more	100% of revised basic pension/family pension

(ii) The amount of additional pension will be shown distinctly in the pension payment order. For example, in case where a pensioner is more than 80 years of age and his/her consolidated pension in terms of Rule 14 of Nagaland Service (Revision of Pay) Rules, 2010 is Rs.10,000 pm, the pension will be shown as (a)Basic Pension = Rs.10,000 and (b)Additional Pension = Rs.2,000 pm. The pension on his/her attaining the age of 85 years will be shown as (a)Basic Pension = Rs.10,000 and (b)Additional Pension = Rs.3,000 pm.

(iii) The pension sanctioning authority (Accountant General, Nagaland) should ensure that the date of birth and the age of a pensioner, as well as of the eligible family pensioner(s), is invariably indicated in the pension payment order to facilitate payment of additional pension by the Pension Disbursing Authority as soon as it becomes due.

(iv) Wherever the age of pensioner/family pensioner is available on the Pension Payment Order, the additional pension/family pension in terms of (i) above may be paid by the Pension Disbursing Authority immediately without any further authorisation from the Accountant General, Nagaland.

(v) In cases where the age of the pensioner/family pensioner is not available on the Pension Payment Order, the pensioner/family pensioner concerned will submit the relevant information in **Form-I** which will be forwarded to the Accountant General, Nagaland, Kohima, by the Pension Disbursing Authority concerned, after due verification. Additional pension/family pension in such cases shall be paid only on receipt of the orders of the Accountant General, Nagaland.

Note :-

- (1) Dearness Relief shall be admissible on the quantum of Additional Pension also and the rate of Dearness Relief payable on the portion of additional pension shall be the same as is admissible on the Basic Pension from time to time.
- (2) The date of commencement of Additional Pension shall be determined as under:
 - (i) If the pensioner/family pensioner attains the prescribed age on the 1st day of a month, the Additional Pension shall be payable from the 1st day of that month.
 - (ii) If the pensioner/family pensioner attains the prescribed age on any day other than the 1st day of a month, the Additional Pension shall be payable from the 1st day of the month following.

(4). Minimum and Maximum pension/family pension:

(i) The amount of pension/family pension shall be subject to a minimum of Rs.3500/- per month.

(ii) Where the revised pension/family pension in terms of Rule-14 of Rule ibid works out to an amount less than Rs.3500/- the same shall be stepped up to Rs.3500/-. This will be regarded as pension/family pension with effect from 1.4.2010. In the case of pensioners who are in receipt of more than one pension, the floor ceiling of Rs.3500/- will apply to the total of all pensions taken together.

(iii) The maximum amount of pension/family pension under these rules shall be restricted to 50%/30% respectively of the highest pay admissible under these Rules, (the highest pay admissible is Rs.77000/- p.m.).

(iv) All Pension Disbursing Authorities including Public Sector Banks handling disbursement of pension of the Government of Nagaland pensioners/family pensioners are hereby authorized to pay pension/family pension to the Pre-1.6.2008 pensioners/family pensioners at the consolidated rates in terms of Rule 19(c) of these Rules with effect from 1.4.2010. The Table issued by the Government of India, Ministry of Personnel, Public Grievances & Pension vide their OM No. 38/37/08-P&PW (A) dated 1.9.2008 indicating the existing basic pension/family pension without dearness pension, the basic pension/family pension with dearness pension and the revised consolidated pension/family pension may be used for determining the revised consolidated pension/family pension of the pre-1.6.2008 Nagaland pensioners/family pensioners (copy enclosed – **Annexure VIII**). Pension Disbursing Authorities outside the State of Nagaland may download the same Table from Government of India website <http://india.gov.in/govt/paycommission.php>. The table is also available at Government of Nagaland website: <http://nagaland.nic.in/>.

The word and figure appearing as “pre-2006” in Column 1 and 2 of the said table may be read as “pre-1.6.2008”.

(v) The revised pension/family pension in respect of the existing pensioners/family pensioners whose entitlement of pension/family pension at the rate of 50/30% of the minimum of the pay in the Pay Band and the Grade Pay thereon corresponding to the pre-revised pay scale from which the pensioner retired/died works out to more than the consolidated revised pension as indicated in **Annexure-VIII** enclosed, will be authorised by the Accountant General, Nagaland, on receipt of the information in **Form-II** enclosed. Pending such authorisation of higher pension/family pension by the Accountant General, Nagaland, the pensioner/family pensioner concerned shall be paid pension/family pension as per **Annexure-VIII** provisionally.

(vi) The pre-1.6.2008 pensioners/family pensioners who are entitled to additional pension/family pension in terms of Sub-Rule 2(i) above but who cannot be paid such additional pension immediately by the Pension Disbursing Authority for non-availability of their date of birth shall be paid revised pension/family pension as per **Annexure-VIII** pending authorisation of additional pension in their case by the Accountant General, Nagaland, as provided under Sub-Rule 2(v) above.

(5) Regulation of pension in respect of employed/re-employed pensioners/family pensioners:

In case of the employed/re-employed pensioners/family pensioners who are not getting dearness relief on pension at present, the notional dearness relief which would have been admissible to them but for their employment/re-employment will be taken into account for consolidation of their pension in terms of **Rule-19(1)(c)** of these Rules, as if they were drawing the dearness relief. Their pay will be re-fixed w.e.f. 1.6.2008 with reference to consolidated pension becoming admissible to them. Dearness relief will, however, not be admissible to them during the period of employment/re-employment.

(6) Regulation of extra-ordinary pension in respect of Government servants killed in action/encounter:

The extra-ordinary pensionary benefit of the family of the Government servants, who were granted such benefit prior to 1.6.2008 on the basis of pre-revised scale and who continue to be entitled to the said benefit on or after 1.6.2008, shall be notionally revised by multiplying the amount of the basic extra-ordinary pension last fixed in the pre-revised scale under ROP,99 by 1.86 and the amount so arrived at shall be rounded off to the next multiple of Rs.10/- to arrive at the revised basic extra-ordinary pension. If, however, the amount so arrived at works out to be less than the minimum of the corresponding revised Pay Band, with reference to the post held by the Government servant at the time of his/her death, the basic extra-ordinary pension shall be fixed at the minimum of the revised Pay Band. The element of Grade Pay, will not be admissible in case of extra-ordinary pension. Dearness allowance on the revised basic extra-ordinary pension thus worked out shall be admissible at the rate as applicable on 1.4.2010 which will remain at the same rate till the date on which the deceased Government servant would have retired had he remained alive. In other words, there will be no further increase in the rate and amount of dearness allowance after 1.4.2010. The Extra-ordinary pensioner shall furnish the information in **Form-III** for authorization of revised extra-ordinary pension under ROP 2010. No arrear of extra-ordinary pension shall, however, be admissible for the period prior to 1.4.2010 due to any such revision.

(7) Medical Allowance:

The pensioners/family pensioners shall get a monthly Medical Allowance of Rs.400/- .

20. Cases not covered by these rules.

Cases not covered by these rules shall be decided on their merit by the Government of Nagaland in the Finance Department.

21. Repeal: The Nagaland Services (Revision of Pay) Rules, 1999 will stand repealed with effect from the date of the Nagaland Services (Revision of Pay) Rules, 2010 comes into effect except in those cases where option has been exercised to continue to draw pay in existing scale.


(TOSNIAIER)
Addl. Chief Secretary & Finance Commissioner

NO. FIN/ROP/VI-PC/1/2008

Dated Kohima the 10th August 2010

Copy to:

1. The Chief Secretary, Government of Nagaland, Kohima.
2. All Additional Chief Secretaries/ Principal Secretaries/ Commissioner & Secretaries/ Secretaries/ Additional Secretaries to the Government of Nagaland, Kohima.
3. The Commissioner, Nagaland, Kohima.
4. The Accountant General, Nagaland, Kohima.
5. The Commissioner & Secretary to the Governor of Nagaland, Raj Bhavan, Kohima.
6. The Commissioner & Secretary to the Chief Minister, Nagaland, Kohima.
7. The Senior PS/PS to all Ministers/Parliamentary Secretaries, Nagaland Kohima.
8. The Secretary, Nagaland Legislative Assembly, Kohima.
9. The Secretary, NPSC, Nagaland, Kohima.
10. The Chief General Manager-in-Charge, Department of Government and Bank Accounts, Reserve Bank of India, Opp. Mumbai Central Railway Station, Mumbai 400 008.
11. All Heads of Department (They are requested to circulate this notification to all their subordinate Offices).
12. All DCs /ADCs in Nagaland.
13. All Treasuries/ Sub-Treasuries in Nagaland.
14. The President, Nagaland Pensioners Association, Kohima.
- ✓ 15. The S.I.O. NIC, Nagaland Civil Secretariat with the request to post this in the Government of Nagaland website.
16. The Publisher, Nagaland Gazette with the request to publish this notification in an Extraordinary Gazette publication.

(TOSKLAER)

Addl. Chief Secretary & Finance Commissioner