

No.28/23/94-IH(7)-2018/26138
Chandigarh Administration
Department of Personnel

Chandigarh, dated the 5/12/2018

To

All the Administrative Secretaries/
Head of Departments/Offices/
Institutions/Board/Corporations
Chandigarh Administration

Subject: Grant of pay and allowances to the Government servants holding additional charge

Sir/Madam

I am directed to refer to this administration's letter No.28/23/94-IH(7)-2003/15214 dated 12.08.2003 vide which it was decided that the officer/official holding additional charge of another post in the same office or establishment which is in the same line of promotion or cadre will be entitled to the minimum basic pay of the higher post or his own basic pay, whichever is higher, for the period of holding the additional charge. This would, however, not confer any right to seniority or for the higher pay or the higher post.

This matter has been re-examined by the Administration in the light of the provisions of rules 4.22, 4.23 & 4.24 of the Punjab Civil Services Rules, Vol. I Part I and it has been observed that the instructions under reference were not in consonance with the provisions of the rules ibid. In consultation with the Finance Department and Law Department, it has been decided to withdraw the instructions dated 12.08.2003 under reference with immediate effect.

You are requested to decide the cases of grant of pay and allowances to employees who are holding additional charge in addition to their duties as per rules 4.22, 4.23 & 4.24 of the Punjab Civil Services Rules, Vol. I Part I.

The above instructions should be complied with in letter and spirit.

Yours faithfully

Superintendent Personnel
for Administrator
Union Territory, Chandigarh

GMCH, SEC. 32	12/12
D.C. (F&A)	13/12
A.C. (F&A)	
S.O.A.	
Date	
Receipt No.	11538
Receipt Clerk	10/12/18

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Analyst, GMCH for e-Circulation
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13/12/18

I.T. Centre