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भारत सरकार GOVERNMENT OF INDIA  
वित्त मंत्रालय MINISTRY OF FINANCE  
राजस्व विभाग DEPARTMENT OF REVENUE  
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड

CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS

सीमा शुल्क आयुक्त का कार्यालय

OFFICE OF THE COMMISSIONER OF CUSTOMS

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**Administrative Circular no. 21/2019**

**Sub: Circulation of Dept. of Expenditure OM No. 4 - 21/ 2017 - IC/ EIIIA dated 28.11.2019 - reg.**

Please find enclosed the copy of Ministry of Finance, Department of Expenditure O M No. 4-21/ 2017-IC/ E III A dated 28.11.2019 regarding clarifications of date of next increment under Rule 10 of Central Civil Services (Revised Pay) Rules, 2016.

In this regard, employees who have been regularly promoted or granted financial up-gradation on or after 01.01.2016 and desire to exercise/re-exercise option for pay fixation under FR22(I)(a)(1) as per the above referred OM may submit their option to the under signed **on or before 27.12.2019.**

  
(Koshiy Alex)

Asst. Commissioner of Customs (Admn)

**F NO. S43/02/2015-16 Admn.Cus Pt. II.**

**Dated: 16.12.2019.**

**Encl: As above.**

Copy to:

**All Officers concerned/ All Sections/ Notice Board/ EDI (for uploading in official website)**

No. 4-21/2017-IC/E.IIIA  
Government of India  
Ministry of Finance  
Department of Expenditure

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North Block, New Delhi-110001

Dated the 28<sup>th</sup> November, 2019

OFFICE MEMORANDUM

Subject: Date of next increment under Rule 10 of Central Civil Services (Revised Pay) Rules, 2016- Clarifications-regarding.

The undersigned is directed to invite the attention to Rule 10 of the CCS (RP) Rules, 2016 which provides for the entitlement of employees for drawal of annual increment either on 1<sup>st</sup> January or 1<sup>st</sup> July depending on the date of appointment, promotion or grant of financial upgradation. The Sub-Rule (2) thereof provides that increment in respect of an employee appointed or promoted or granted financial upgradation including upgradation under Modified Assured Career Progression Scheme (MACPS) during the period between the 2<sup>nd</sup> day of January and 1<sup>st</sup> day of July (both inclusive) shall be granted on 1<sup>st</sup> day of January and the increment in respect of an employee appointed or promoted or granted financial upgradation under MACPS during the period between the 2<sup>nd</sup> day of July and 1<sup>st</sup> day of January (both inclusive) shall be granted on 1<sup>st</sup> day of July.

2. A number of references were received in the Ministry of Finance seeking clarifications regarding drawal of next increment by the employees promoted on 1<sup>st</sup> July, 2016. On consideration of the matter, Department of Expenditure vide its Office Memorandum of even number dated 31.07.2018 has clarified that in case an employee is promoted or granted financial upgradation including upgradation under the MACP scheme on 1<sup>st</sup> January or 1<sup>st</sup> July, where the pay is fixed in the Level applicable to the post on which promotion is made in accordance with the Rule 13 of the CCS (RP) Rules, 2016, the first increment in the Level applicable to the post on which promotion is made shall accrue on the following 1<sup>st</sup> July or 1<sup>st</sup> January, as the case may be, provided a period of 6 months qualifying service is strictly fulfilled. The next increment thereafter shall, however, accrue only after completion of one year.



3. Consequent upon issue of Office Memorandum dated 31.07.2018 different Ministries/ Departments have sought clarification on applicability of DOE's O.M dated 31.07.2018 keeping in view the provisions of Rule 10 of CCS (RP) Rules 2016 , Rule 22(I)(a)(1) of Fundamental Rules & provisions of Stepping up of pay. The issues on which various Ministries/Departments have sought clarifications and decisions thereon are brought in the succeeding paragraphs.


Issue No. 1: Whether after promotion on 1<sup>st</sup> July and fixation of pay with two increments the date of next increment will be 1<sup>st</sup> January or 1<sup>st</sup> July

4. During the regime of 6<sup>th</sup> CPC, when the annual increment was admissible uniformly on 1<sup>st</sup> July every year, employees completing 6 months and above in the revised pay structure as on 1<sup>st</sup> July were eligible for grant of increment. In the 7<sup>th</sup> CPC regime there are two dates of increments 1<sup>st</sup> January and 1<sup>st</sup> July. Keeping in view the spirit of 6<sup>th</sup> CPC, O.M dated 31.07.2018 was issued providing for accrual of next increment on 1<sup>st</sup> July/1<sup>st</sup> January in respect of employees getting promotion on 1<sup>st</sup> January/1<sup>st</sup> July provided 6 months qualifying service is strictly fulfilled.

5. The instructions contained in the O.M. dated 31.07.2018 are self-explanatory in respect of the cases of promotion/financial up-gradation falling on 1<sup>st</sup> July or 1<sup>st</sup> January. These instructions provide that in case of promotion/financial up-gradation on 1<sup>st</sup> July and 1<sup>st</sup> January and getting fixation of pay in the Level applicable to the post in which promotion is made in accordance with Rule 13 of the CCS (RP) Rules 2016, the first increment in the level in which promotion is made shall accrue on the following 1<sup>st</sup> January or 1<sup>st</sup> July, as the case may be, provided a period of 6 months' qualifying service is fulfilled.

Issue No.2: Accrual of next increment in case of regular promotion/financial up-gradation of an employee on any date other than the date of annual increment and option for pay fixation is exercised under FR 22(I)(a)(1).

6. The opportunity to exercise of option for pay fixation under FR 22(I)(a)(1) is available to employees in case of promotion/financial up-gradation. Therefore, the Central Government Employee promoted on regular basis/granted financial up-gradation on any date other than the date of his/her annual increment in lower grade and exercises the option under FR 22(I)(a)(1) read with Department of Personnel & Training's OM No.13/02/2017-Estt.(Pay-I) dated 27.07.2017 for fixation

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of pay from the date of accrual of next increment in the scale of pay in lower grade, he may be allowed the 1<sup>st</sup> increment in promotional grade on 1<sup>st</sup> January/ 1<sup>st</sup> July as the case may be after completion of 6 months' qualifying service after such fixation on 1<sup>st</sup> July/1<sup>st</sup> January (i.e., the date of increment in lower grade) on the analogy of Department of Expenditure's OM dated 31.07.2018. The next increment, thereafter, shall however, accrue only after completion of one year.

7. Since there is material change, it has also been approved that the employees who have been regularly promoted or granted financial up-gradation on or after 01.01.2016 and desire to exercise/re-exercise option for pay fixation under FR22(D)(a)(1) shall be given an opportunity to exercise or re-exercise of the option there under. Such an option shall be exercised within one month of issue of this O.M.

8. These instructions will be applicable with effect from 01.01.2016.

9. In so far as persons serving in the Indian Audit and Accounts Department are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.

10. Hindi version of these orders is attached.



(B.K. Manthan)

Deputy Secretary to the Government of India

To

1. All Ministries/Departments as per standard list.
2. C&AG, UPSC etc. as per standard endorsement list
2. NIC, D/o Expenditure-with a request to upload the OM on website of the Department.