

**Government of West Bengal
Transport Department
Paribahan Bhawan, 1st Floor,
12, R.N. Mukherjee Road,
Kolkata – 700 001**

No. 705-WT/TR/O/7T-07/19

Dated:22.01.2020

MEMORANDUM

Sub: Revision of Pay & Allowances for the employees of West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.]

A Pay Commission was constituted under Government Resolution No. 8070-F(P) dated 27/11/2015 read with Resolution No. 8071-F(P) dated 27/11/2015 and Resolution No. 3242-F(P) dated 17/06/2016, No. 4132-F(P) dated 04/08/2016 & No. 265-F(P) dated 13/01/2017 in partial amendment of Resolution No. 8071-F(P) dated 27/11/2015 for examining the structure of emoluments and other conditions of service of a number of State Government Undertakings, statutory bodies, Corporations etc. including the West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.]. The pay commission has since submitted its recommendations. After careful consideration of the recommendations of the Pay Commission, the Government has issued certain guidelines under Finance Department's Memo No.6446(65)-F[P2] dated 29/11/2019 in the matter of revision of Pay & Allowances of the employees of West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.] alongwith other the organizations covered by the report of the Commission.

Now, the Governor has been pleased to accord necessary approval for revision of Pay Structure under the provisions of the Articles of Association of West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.](herein after referred to as the "Corporation") for the regular and wholetime employees of the Corporation(herein after referred to as "employee") as follows:

I) Revised Pay Structure :

The revised pay structure in respect of the employees of The Corporation is given in Annexure-I.

The revised Pay Structure shall come into force notionally from 01/01/2016 with actual financial effect from 01/01/2020.

II) Exercise of Option to come under the revised pay structure :

An employee of the Corporation may elect to come under the revised pay structure either from 01/01/2016 or from the date of next or any subsequent increment that fell up to 25.09.2019 or from the date of final fixation of pay on account of promotion / upgradation which took place till 25/9/2019 provided that the employee who joined service on or after 01/01/2016 will have no such option to come under the revised pay structure and he shall draw pay in the revised pay structure at the initial Cell of the applicable Level of the Pay Matrix from the date of his joining.

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An employee will have no option to come under the revised pay structure from the date of any subsequent increment that fell due after any promotion during the period from 01.01.2016 to 25.09.2019.

Illustration-I:

An employee got promotion / advancement on 18.09.2016. He is not eligible to exercise options to come under the revised pay structure from the date of increment on 01.07.2017 or 01.07.2018 or 01.07.2019. He is, however, eligible to exercise such option w.e.f. 01.01.2016 or 01.07.2016 or 18.09.2016.

Illustration-II:

An employee got promotion / advancement on 12.03.2017 and got pay fixation benefit on 01.07.2017. He is not eligible to exercise option to come under revised pay structure from the date of subsequent increment on 01.07.2018 or 01.07.2019. He is, however, eligible to exercise such option w.e.f. 01.01.2016 or 01.07.2016 or 01.07.2017.

Every employee shall be required to exercise option in writing in the prescribed form as given in Annexure-II for coming under the revised pay structure within 90 days of issuance of this Memorandum.

The option once exercised shall be final.

An employee who on the date of issue of this Memorandum is on leave or on deputation or on foreign service or on suspension shall exercise the said option within 90 days of his return from such leave or on deputation or on foreign service or on reinstatement as the case may be respectively provided that the employee under suspension shall continue to draw subsistence allowance based on the existing pay structure and his pay in the revised pay structure shall be subject to the final order on the pending disciplinary proceedings.

III) Fixation of Pay in the revised pay structure :

Initial pay in the revised Pay structure of an employee of the Corporation shall be determined by multiplying the pre-revised basic pay (Band Pay + Grade Pay) on the date of option by a factor 2.57 and rounding off the same to the nearest rupee and the figure so arrived at will be located in the appropriate (corresponding) Level in the Pay Matrix as given in Annexure-I and if such an identical figure corresponds to any Cell in the applicable Level in the Pay Matrix, the same shall be the pay, and if no such Cell is available in the applicable Level, the pay shall be fixed at the immediate next higher Cell in that applicable Level of the Pay Matrix.

IV) Fixation of Pay on promotion :

For fixation of pay on promotion, an employee may have option to get his pay fixed either from the date of promotion straightway or from the date of next increment.

- a) In case the employee opts to get his pay fixed from the date of promotion, he shall be allowed one increment in the Level from which he is promoted and the figure so arrived at shall be placed at a Cell equal to that figure in the applicable Level of the promotion post and if no such Cell is available

in the Level to which he is promoted, his pay shall be fixed at the next higher Cell in that Level and his next increment will fall due on the 1st July on completion of at least 6 months from the date of such promotion.

- b) In case the employee opts to get his pay fixed from the date of next increment, then on the date of promotion his pay shall initially be fitted in the applicable Level of the promotion post at the same Cell as that of his existing pay and in absence of such cell, it shall be fitted at the next higher Cell and such pay shall finally be re-fixed as per the provisions as at (a) above after accrual of increment in the lower post. The next increment shall, however, fall due on the next 1st July.

V) Fixation of Pay relating to Career Advancement Scheme :

- a) An employee is eligible to move to 1st higher Level in relation to the Level to the first appointed post on completion of 10 years' service without having any promotion during that period and is eligible to move to 2nd higher Level on completion of total 20 years of service provided he has not got more than one promotion/ movement during that time. Fixation of pay in such cases shall be as per the procedure detailed in Para-IV above except the interim pay fixation as indicated in preceding para IV (b).
- b) If an employee has got promotion to a post in the 2nd higher Level or above within 10 years of service he will not be eligible to move to any further higher level on completion of 20 years of service except pay fixation benefit of one increment in the same Level keeping the date of increment unchanged.
- c) If an employee, after getting the 1st higher Level or 2nd higher Level under career advancement scheme gets promotion to a post in the same or lower Level he will get pay fixation benefit of one increment in the existing Level keeping the date of increment unchanged.

VI) Increment in Pay Matrix :

After fixation of pay in the appropriate Level in the Pay Matrix (vide Annexure-I), the subsequent increment in the Level shall be at the immediate next higher Cell vertically arranged downwards in that Level.

VII) Date of Annual increment :

In respect all the employees of the Corporation there shall be a uniform date of annual increment as existing now and such date of annual increment shall be the 1st day of July of every year. An employee completing six months or more service in the revised pay structure as on 1st day of July, shall be eligible to be granted increment.

VIII) House Rent Allowances :

Employees of the Corporation shall be allowed House Rent Allowance @12% of revised basic pay subject to a maximum of Rs.12000/-p.m. w.e.f. 01/01/2020 and also subject to other terms and conditions as applicable to the State Government employees. The ceiling of House Rent Allowance drawn by husband and wife together shall also be raised to Rs.12000/- p.m. For the purpose of

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drawal of House Rent Allowance the basic pay in the revised pay structure does not include any other type of pay.

IX) Medical Benefit :

Medical benefits for the employees of the Corporation will be regulated as under
As good number of doctors are employed in the Corporation to look after the health of the employees and the company meets the medical expenses and also the hospital cost is partly reimbursed as per the decision of the Board of Directors, no medical allowances will be allowed to the employees of the Corporation.

X) Retirement benefits :

- a) There will be no change in the existing retirement benefits in respect of the employees of the Corporation who are now covered under CPF-Gratuity-cum-EPF (pension) Scheme. For these employees the existing ceiling limit on gratuity shall be enhanced to Rs.12 lakh w.e.f 01/01/2016.
- b) In the case of the employees who are not covered under the payment of Gratuity Act, the existing ceiling of gratuity in their case shall be raised proportionately from Rs.5,90,000/- (Rupees five lakh ninety thousand) only to Rs.11,80,000/- (Rupees eleven lakh eighty thousand) only w.e.f. 01.01.2016.
- c) Employees who are now enjoying Pension in term of CTC Employees' (Death-Cum-Retirement Benefits) Regulations, 1990 as amended vide notification No. 6068-WT dt. 30.11.2010, shall continue to be guided by the said amendment until further amendment of the said Regulations are made.

For the employees who retired or died during the period from 01.01.2016 to 31.12.2019, the Retiring/Death Gratuity would be allowed on the revised pay as a special case. For those, who already received the Retiring/Death Gratuity at the old rate, the balance amount of Retiring/Death Gratuity will be paid by the Corporation.

XI) Benefit of Leave Encashment :

The employees of the Corporation will be allowed encashment of leave as currently admissible on the revised pay subject to the condition that the expenditure towards such benefit of Encashment of Leave will have to be borne by the organization itself. The benefit of Encashment of Leave in revised Pay Structure will be admissible to those who retired/ will retire on or after 01.01.2020.

XII) Drawal of Pay & allowances and pension in the revised pay structure :

The employees of the Corporation will draw revised pay, allowances and retirement benefits w.e.f 01/01/2020.

XIII) Ratification by the Board of Directors:

The Board of Directors of this Company shall accept the aforesaid provisions without any modification through a resolution in its meeting for implementation of the revised Pay Structure in West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.].



A copy of the resolution adopted by the Board in this regard may be forwarded to this Department.

This order issues with the concurrence of Finance Department vide U.O. No. P1/2019-2020/0366 dated 21.01.2020.

Amind, 22.1.2020
OSD & Ex-Officio Additional Secretary
Transport Department

RAMKRISHNA MAITY
OSD&E.O. Additional Secretary
Transport Department

No. 705/1(2)-WT/TR/O/7T-07/19

Govt. of West Bengal Dated: 22.01.2020

Copy forwarded for information and taking necessary action to -

1. Chairman, West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.], 12, R.N. Mukherjee Road, Kolkata - 700 001
2. Managing Director, West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.], 12, R.N. Mukherjee Road, Kolkata - 700 001
- He is requested to take necessary action immediately for implementation of 'Revision of Pay & Allowances (ROPA) 2019' for the employees of West Bengal Transport Corporation [erstwhile the CTC (1978) Ltd.] following the terms & conditions as laid down in the instant Memorandum.

Amind, 22.1.2020
OSD & Ex-Officio Additional Secretary
Transport Department

RAMKRISHNA MAITY
OSD&E.O. Additional Secretary

No. 705/2(7) - WT/TR/O/7T-07/19

Transport Department
Govt. of West Bengal Dated: 22.01.2020

Copy forwarded for information and taking necessary action to -

1. The Principal Accountant General (A&E), W.B., Treasury Buildings, Kolkata-700 001.
2. The Principal Accountant General (Audit), W.B., Treasury Buildings, Kolkata-700 001.
3. The OSD & Ex-Officio Special Secretary, Finance Department, Group-'P' (Services). Govt. of West Bengal, Nabanna, Howrah
4. The Joint Secretary, Finance Department, Group-'R'. Govt. of West Bengal, Nabanna, Howrah
5. Pay & Accounts Officer, Calcutta PAO-II, P-1, Hyde Lane, Kolkata- 700 073
6. F.A., Transport Department.
7. P.S., to Hon'ble MIC, Transport Department.

Amind, 22.1.2020
OSD & Ex-Officio Additional Secretary
Transport Department