



PROCEEDINGS OF THE GOVERNMENT OF KARNATAKA

Subject: Revision of UGC/ICAR pay scales of Teachers, Librarians & Equivalent Cadres in the University of Horticultural Sciences, Bagalkot- reg.

Read (1) Govt. Order No.AHD 64 AUM 2009, dated:24-03-2010.

(2) Letter No.1-7/2015-U.II (1) dated:02-11-2017 of the Ministry of Human Resource Development, Department of Higher Education, Govt. of India.

(3) Letter F.No.23-4/2017(PS) dated:31-01-2018 of the Secretary, UGC, Ministry of Human Resource Development, Govt. of India.

(4) Letter F.No. Agril.Edn.17(8)/2018-A&P Dated: 30-05-2018 of the Deputy Director General (Agril. Edn.), Indian Council of Agril. Research (ICAR), New Delhi.

(5) UGC Notification No.F.1-2/2017(EC/PS) dated: 18-07-2018.

(6) ICAR letter No.D.O.No.PS/DDG(Edn.)/SAU/2019 dated:09-01-2019.

(7) G.O. No: FD 26 SRP 2018 dated: 30.10.2018.

Preamble:

In Government Order dated:24-03-2010 read at (1) above orders were issued extending the 2006 Revised UGC/ICAR Pay Scale benefits to the faculties working in University of Horticultural Sciences, Bagalkot, with effect from 01-01-2006.

The UGC in its communication dated: 31.01.2018 read at (3) above had informed the State Government to adopt the Central Government pay scheme contained in GoI, MHRD letter dated: 02.11.2017 referred at (2) above, as recommended by the 7th Central Pay Commission to Universities and colleges in the State. Further, the ICAR in its letter dated: 09.01.2019 read at (6) above has informed the State Government that ICAR would reimburse 50% of its share of the total financial implication on account of pay revision for the period 01.01.2016 to 31.03.2019, provided, the State Government should implement the revised UGC/ICAR pay scale w.e.f. 01.01.2016 as per MHRD notification dated: 02.11.2017.

The revised Central Government Pay Scales have been structured by merging the Dearness Allowance of 125% sanctioned from 01.01.2016 in the pre-revised pay scale. Subsequent to the revision of Central Government pay scales w.e.f.01.01.2016, the State Government, in G.O. dated: 30.10.2018 read

at (7) above have sanctioned 148% of Dearness Allowance subsequent to 01.07.2016 till 01.07.2018 to the faculties working in University of Horticulture Sciences, Bagalkot, who are drawing pay in the 2006 Revised UGC/ICAR Pay Scales. Resultantly, the State Government have sanctioned 23% of Dearness Allowance in the pre-revised pay scales to these category of employees as against 09% of D.A. sanctioned by the GoI in the 2016 Revised Pay Scales. Further, these employees are paid HRA at the rate of 30%, 20% and 10% of Basic Pay till date as against 24%, 16% and 8% of revised HRA rates applicable to the Central Government employees w.e.f. 01.01.2016. Accordingly, while implementing the Revised Pay Scheme to the faculties of University of Horticultural Sciences, the Government have kept these aspects in mind.

Accordingly, as a matter of precedent and in the light of the instructions from GoI to revise the Pay Scales of Teachers, Librarians and equivalent cadres working in State Universities, following orders are issued.

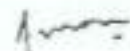
GOVERNMENT ORDER NO: HCD 20 HEG 2018,
BENGALURU, DATED: 21.03.2019.

In view of the facts and circumstances narrated in the preamble, the Government are pleased to issue the following orders:-

1. (A) The existing pay scales of the Teachers, Librarians and equivalent cadres in University of Horticultural Sciences, Bagalkot, are revised as specified below:

(i) Revised pay for teachers in University and Colleges

Sl No	Designation	Existing Pay (Rs.)		Revised Pay (Rs.)		
		Pay Band	AGP	Academic Level	Minimum	Maximum
1.	Assistant Professor	15,600-39,100	6,000	10	57,700	1,82,400
2.	Assistant Professor (Senior scale)	15,600-39,100	7,000	11	68,900	2,05,500
3.	Assistant Professor (Selection grade)	15,600-39,100	8,000	12	79,800	2,11,500
4.	Associate Professor	37,400-67,000	9,000	13A	1,31,400	2,17,100
5.	Professor	37,400-67,000	10,000	14	1,44,200	2,18,200
6.	Professor (HAG) / Senior Professor	67,000-79,000	-	15	1,82,200	2,24,100



(ii) Revised Pay for Librarians in University and colleges

Sl No	Designation	Existing Pay (Rs.)		Revised Pay (Rs.)		
		Pay Band	AGP	Academic Level	Minimum	Maximum
1.	University Assistant Librarian/College Librarian	15,600-39,100	6,000	10	57,700	1,82,400
2.	University Assistant Librarian (Sr. Scale)/ College Librarian (Sr. Scale)	15,600-39,100	7,000	11	68,900	2,05,500
3.	Deputy Librarian/ University Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade)	15,600-39,100	8,000	12	79,800	2,11,500
4.	University Deputy Librarian/ University Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade)	37,400-67,000	9,000	13A	1,31,400	2,17,100
5.	University Librarian	37,400-67,000	10,000	14	1,44,200	2,18,200

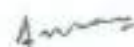
- The first academic level (corresponding to AGP of Rs. 6000) is numbered as academic level 10. Similarly, the other academic levels are 11, 12, 13A, 14 and 15.
- Each cell in an academic level is at 3% higher than the previous cell in that level.
- The Index of Rationalisation (IOR) is 2.67 for present AGP less than Rs. 10,000 and 2.72 for the AGP of Rs. 10,000 and above.

Revised pay of Pro-Vice Chancellor and Vice Chancellor of Universities

- (i) Pro-Vice Chancellor: The pay of the Pro Vice Chancellor of a University, presently at existing AGP of Rs.10,000 in PB Rs.37,400-67,000/- HAG scale, shall be fixed at Academic Level 14/ Academic Level 15, as the case may be, with the existing special allowance of Rs.4000/- per month.
- (ii) Vice Chancellor: The pay of the Vice Chancellor shall be fixed at Rs.2,10,000/- (fixed) (Figures obtained by using the IOR of 2.81 on 75,000/- and rounding off the figures to nearest five thousand), with the existing special allowance of Rs.5000/- per month.

2. Coverage:

- i) The above scheme of pay revision shall apply to Teachers, Librarians and Equivalent cadres coming under the purview of the University of Horticultural Sciences, Bagalkot.
- ii) Provided the above pay revision in respect of Tenure posts/deputation posts in the University shall be applicable subject to the fulfillment of the terms and conditions of posting if any issued in accordance with the provisions of UGC Regulations read with the provisions of KCSRs.
- iii) The above scheme of pay revision shall not be extended to persons who do not fulfill the criteria stipulated in "*UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff and measures for maintenance of standards in Higher Education, 2018*" and amendments, if any, issued from time to time.
- iv) Except the issues related to conditions of recruitment and qualifications, fixation of pay, grant of Career Advancement Scheme (CAS) benefits and adherence to the prescribed standards as stipulated under "*UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff and Measures for Maintenance of Standards in Higher Education, 2018*" the regulation of service conditions of teachers and equivalent academic staff shall strictly be in accordance with the provisions of the Rules framed by the State.
- v) The above scheme of revision shall not be applicable to the cadres of Registrars, Finance Officers (Comptrollers) and Controller of



Examinations who are on State pay scales and whose terms of appointment and recruitment are not in accordance with the UGC Regulations.

3. Designation

There shall be no change in the present designation of teachers and equivalent cadres. Accordingly, there are only three designations in respect of teachers in university viz; Assistant Professors, Associate Professors and Professors and there is no change in the present designation in respect of Librarians at various levels.

4. Fixation of Pay in the Revised Pay Scale:

- i) The initial pay of the incumbent faculty member holding a permanent post in the cadre of Teacher, Librarian and equivalent posts shall be fixed in the Revised Pay Matrix as specified in **Annexure-I** appended to this order in the following manner:
- a) The entry pay for each level of Pay Band and Academic Grade Pay in the corresponding academic level and Cells are as specified below:

Level	Academic Grade Pay (Rs.)	Entry Pay (Rs.)
10	6,000	21,600
11	7,000	25,790
12	8,000	29,900
13A	9,000	49,200
14	10,000	53,000
15	-	67,000

- b) The pay of incumbent employee shall be fixed at the corresponding appropriate level in the Pay Matrix by multiplying the existing basic pay as on 01-01-2016 by a multiplication factor of 2.57, the figure so arrived at shall be rounded off to the nearest rupee and will be located in the applicable level in the Pay Matrix. If the figure so arrived at corresponds to any identical pay in the applicable level of Pay Matrix, the same shall be the revised pay. 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.

- c) In fixation of pay whenever a situation arises that more than two stages are bunched together, one additional increment equal to 3% may be given for every two stages bunched and pay fixed in the subsequent Cell in the Pay Matrix.
 - d) If the minimum pay or the first Cell in the applicable level is more than the amount arrived as per (b) above the pay shall be fixed at the minimum pay or the first Cell of that applicable level.
 - e) The pay of employees appointed by direct recruitment on or after 1st day of January 2016 shall be fixed at the minimum pay or the first Cell in the level applicable to the post to which such employees are appointed.
 - f) Fixation of pay by using the above multiplication factor 2.57 is not applicable to employees promoted after 01-01-2016. However, their pay is regulated in accordance with the provisions of this G.O. and the Rules governing service conditions as the case may be.
 - g) After fixation of pay, grant of increment shall be regulated in accordance with the provisions of KCSRs and orders issued thereunder existing on the date of fixation of pay.
 - h) The fixation of pay in the Revised Pay Matrix should be done in the form given in **Annexure-II** to this order. One copy of this form should be pasted in the Service Register and one copy should be sent to the concerned Head of the Department.
- ii) For the purpose of this order:
- a) "Pay Matrix" means, Matrix specified in *Annexure-I* appended to this order with levels of pay arranged in vertical cells as assigned to corresponding existing Pay Band and Grade Pay or Scale;
 - b) "Level" in the Pay Matrix shall mean the Level corresponding to the existing Pay Band and Grade Pay or scale specified in *Annexure-I*.
 - c) "Pay in the Level" means pay drawn in the appropriate Cell of the Level as specified in *Annexure-I*.
 - d) "Basic Pay" in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix.



5. Date of Effect:

The Revised UGC/ICAR Pay Scales shall be effective from 01-01-2016. However, all other allowances/benefits like DA, HRA & CCA, CAS benefits on account of fixation of pay in the Revised Pay Matrix shall be payable prospectively from the date of issue of this order. But the employees are entitled to the benefit of only Revised Basic Pay w.e.f. 01.01.2016.

6. Allowances:

a) Dearness Allowance:

The dearness allowance in the revised pay scale w.e.f. 01-01-2016 and grant of DA subsequently shall be regulated as specified below. However, the monetary benefit on account of regulation of DA is prospective as indicated in para (5) above.

01-01-2016 - nil
01-07-2016 - 2% of basic pay
01-01-2017 - 4% of basic pay
01-07-2017 - 5% of basic pay
01-01-2018 - 7% of basic pay
01-07-2018 - 9% of basic pay

Future grant of Dearness Allowance payable to employees shall be regulated in accordance with the orders issued by the State Government with reference to the orders of GOI.

(b) Other allowances:

The rate of HRA shall be as notified by the State Government and shall be applicable at rates of 24%, 16% and 8% of basic pay in the Revised Pay Scale and shall be admissible prospectively. All other benefits/incentives such as leave/study leave, LTC, Medical Reimbursement and pensionary benefits etc., shall be regulated in accordance with the Rules/orders of the State Government.

7. Increment:

- a) The rate of annual increment in the Pay Matrix is 3% with each cell being higher by 3% over the previous cell. Accordingly, the annual



increment shall be as specified in the vertical cells of the applicable level in the Pay Matrix.

- b) The grant of annual increment to employees shall be regulated in accordance with the applicable Service Rules and Standing Orders issued in this regard from time to time by the State Government.

8. Promotion:

Subject to the fulfillment of conditions stipulated above and after fixation of pay in the Pay Matrix when an individual gets a promotion his pay in the Pay Matrix shall be fixed as follows:

On promotion, he would be given a notional increment in his existing Academic Level of Pay, by moving him to the next higher cell at that level. The pay shown in this cell would now be located in the new Academic level corresponding to the post to which he has been promoted. If a cell identical with that pay is available in the new level, that cell shall be the new pay; If the pay arrived at in this manner is less than the first cell in the new level, then the pay shall be fixed at the first cell of that level; otherwise the next higher cell in that level shall be the new pay of the employee.

9. Superannuation and re-employment

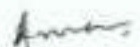
The age of superannuation of teachers and other equivalent cadres in the University of Horticultural Sciences, Bagalkot, shall be as notified by the State Government from time to time. Further, if the situation warrants, necessary steps may be taken to re-employ the academic staff with prior approval of the State and shall be in accordance with the conditions stipulated by UGC/ICAR from time to time.

10. Consultancy assignments

The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant teachers shall be as per the UGC/ICAR Consultancy Rules to be provided separately.

11. Anomalies of Last Pay Revision Committee

Separate orders will be issued by the State Government after examining the feasibility of implementing recommendations of the UGC on rectifying anomaly in pay due to implementation of recommendations of the last Pay Review Committee.



12. Payment of arrears of pay revision

The arrears of pay revision shall be paid to the beneficiaries after receiving the Central Government share (ICAR) of 50% of the additional expenditure and after deducting admissible Income Tax.

As specified above an employee is entitled for the difference of only basic pay on account of Pay Revision till the date of issue of this order.

13. Undertaking

An undertaking from every employee who is a beneficiary under this Scheme shall be taken in the form given in **Annexure-III** to this order. Therefore, any excess payment made on account of incorrect fixation of pay in the revised Pay Level or grant of inappropriate Pay Level and Pay Cells or any other excess payment made shall be recovered or adjusted against the future payments due or otherwise to the beneficiary as the case may be.

14. Incentives for Ph.D./M.Phil. and other Higher Qualification

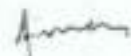
The grant of incentives for acquiring higher qualifications like Ph.D./M.Phil. and other higher qualifications at the entry level on or after 01-01-2016 i.e. after implementation of revised pay scale shall be as specified below. However, the monetary benefit shall be admissible prospectively as specified in para (5) above.

- i) Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor (Academic Level 10) to persons possessing the degrees of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.
- ii) M.Phil degree holders at the time of recruitment to the post of Assistant Professor (Academic Level 10) shall be entitled to two non-compounded advance increments.
- iii) Two non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor (Academic Level 10) to persons possessing Post-graduate degree in the professional courses such as M.Sc. (Horticulture)/M.Sc.(Agriculture)/LL.M./ M.Tech/



M.Arch./M.E./M.V.Sc./M.D., etc. recognized by the relevant statutory body/ council.

- iv) (a) Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level only if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, etc.
- (b) However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only, even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- v) In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- vi) Teachers in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D., while in service only if such enrolment is with a university which complies with the entire process including that of enrolment as prescribed by the UGC.
- vii) Teachers who acquire M.Phil. Degree or a post-graduate degree in a professional course recognised by the relevant Statutory Body / Council, while in service, shall be entitled to one advance increment fixed at increment applicable at entry level only.
- viii) Five non-compounded advance increments shall be admissible to Assistant Librarian / College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.



- ix) (a) Assistant Librarian/College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments fixed at increment applicable at entry level only.
- (b) However, persons in posts of Assistant Librarian/College Librarian on higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only.
- x) In respect of every other case of persons in the post of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both as the case may be.
- xi) Assistant Librarian/College librarian and others in higher library positions in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- xii) Two non-compounded advance increments shall be admissible for Assistant Librarian/ College Librarian with M.Phil. degree in Library Science at the entry level. Assistant Librarian/ College Librarian and those in higher positions acquiring M. Phil degree in library science at any time during the course of their service shall be entitled to one advance increment fixed at increment applicable at entry level only.
- xiii) Notwithstanding anything contained in the forgoing clauses, those who have already availed the benefit of advance increments for possessing Ph.D./M.Phil at the entry level or in service on or before 31-12-2015 under the earlier schemes/regulations shall not be entitled to the benefit of advance increments under this scheme.

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However, Para-14 above will be given to effect only after obtaining necessary clarification from UGC/ICAR in view of the conflicting provisions at Para-8 of GoI Letter No. 1-7/2015-U.II(1) dated 02-11-2017 and in Regulation 19.1 of "UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff and Measures for Maintenance of Standards in Higher Education, 2018" regarding grant of incentives in the form of advance increments for acquiring higher qualifications.

15. Recruitment and Qualifications:

a) Conditions governing eligibility criteria for direct recruitment to the post of Teachers and other academic staff of the Universities shall be as specified in the "UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff and measures for maintenance of standards in Higher Education, 2018" and amendments if any issued in this regard from time to time by UGC/ICAR read with the provisions of the Karnataka Civil Services (General Recruitment) Rules, 1977 and orders issued thereunder.

b) Provided, the post of Dean and Head of the department in Veterinary College shall be filled up only with a teacher with a basic Veterinary qualification and teaching staff in a Veterinary College shall be a whole time teacher and shall be entitled for Non practicing allowances (NPA) as per ICAR and central veterinary institutes and universities in accordance with the guidelines issued from time to time by ICAR/UGC.

A. Qualifications and eligibility for direct recruitment of Teachers in the University

I. Assistant Professor

i. A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.

ii. Besides fulfilling the above mentioned qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC/ICAR/ CSIR, or a similar test accredited by the UGC, like SLET/ SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degree) Regulations, 2009 or 2016 and their

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amendments from time to time as the case may be exempted from NET/SLET/SET.

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/ SLET/ SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ Colleges/ Institutions subject to the fulfillment of the following conditions: -

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) The Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/ seminars sponsored/ funded/ supported by the UGC/ ICAR/ ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean of the University concerned.

Note: NET shall also not be required for such Masters Programmes in disciplines for which NET is not conducted by the UGC, ICAR, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

The Ph.D. degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: The Academic score as specified in the score card developed by the universities shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.



II. Associate Professor

- i. A good academic record, with a Ph.D. Degree in the concerned/ allied/ relevant disciplines.
- ii. A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii. A minimum of eight years of experience of teaching and / or research in an academic/ research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution with a minimum of seven publications in the peer-reviewed or UGC-listed journals.

III. Professor

- i. An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 research publications in the peer-reviewed or UGC-listed journals.
- ii. A minimum of ten years of teaching experience in university/college as Assistant Professor/ Associate Professor and / or research experience at equivalent level at the University/ National Level Institutions with evidence of having successfully guided doctoral candidate, out of which two years of service/experience in the cadre of Associate Professor shall be mandatory.

IV. Senior Professor

Up to 10 per cent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment, with following eligibility.

- i. An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC listed journals, significant research contribution to the discipline, and engaged in research supervision.
- ii. A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii. The selection shall be based on academic achievements, favorable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor with at least ten years experience.
- iv. The selection shall be based on ten best publications in the Peer-reviewed or UGC -listed journals and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per the UGC Regulations.



B. Qualifications and eligibility for direct recruitment of Library staff in the Universities;


I. University Assistant Librarian/ College Librarian

A Master's degree in Library Science, Information Science or Documentation Science or an equivalent professional degree from an Indian University, or an equivalent degree from an accredited foreign university, with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and A consistently good academic record, with knowledge of computerization of a library. Besides fulfilling the above mentioned qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC/ ICAR/ CSIR, or a similar test accredited by the UGC, like SLET/ SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./ Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET.

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/ SLET/ SET for recruitment and appointment of University Assistant Librarian/ College Librarian positions in Universities/ Colleges/ Institutions subject to the fulfillment of the following conditions: -

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) The Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D. work in conferences/ seminars sponsored/ funded/ supported by the UGC/ ICAR/ ICSSR/ CSIR or any similar agency.

Note: *The fulfillment of these conditions is to be certified by the Registrar or the Dean of the University concerned.*



Note: NET shall not be required for such Masters Programmes in disciplines for which NET is not conducted by the UGC, ICAR, CSIR or similar test accredited by the UGC, like SLET/ SET.

II. University Deputy Librarian

- i. A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.
- ii. Eight years experience as an Assistant University Librarian/College Librarian.
- iii. Evidence of innovative library services including integration of ICT in library.
- iv. A Ph.D. Degree in library science/ Information science / Documentation Science/ Archives and manuscript keeping/ computerization of library.

III. University Librarian

- i. A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.
- ii. At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years experience as a College Librarian, out of which two years of service/experience in the cadre of Deputy Librarian shall be mandatory.
- iii. Evidence of innovative library services including integration of ICT in library.
- iv. A Ph.D. Degree in library science/ Information science / Documentation Science/ Archives and manuscript keeping/ computerization of library.

16. Career Advancement Scheme for teachers, librarians and equivalent cadres in the University

The Career Advancement Scheme as notified by the UGC [read at (7) above] shall be implemented in the University from the date of this notification. The upward movement and promotions from one level to another for all posts shall be subject to their satisfying all other conditions as laid down by ICAR/UGC from time to time. The details of eligibility conditions for such promotions are as under.

A. Career Advancement Scheme (CAS) for University teachers

1. **CAS Promotion from Assistant Professor (Academic Level 10) to Assistant Professor (Academic Level 11).**



- (a) An Assistant Professor (Academic Level 10/ AGP-Rs.6000) who has completed four years of service with a Ph.D. degree, or five years of service with a M.Phil./ PG degree in professional courses, such as LLM, M.Tech, M.V.Sc and M.D., or six years of service in case of those without a Ph.D./ M.Phil./ PG degree in a professional course and satisfies the following conditions.
- Attended one orientation course of 21 days duration on teaching methodology during the assessment period;
 - Any one of the following: Completed Refresher/ Research Methodology course/ workshop/ syllabus up-gradation workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least five days duration, or taken one MOOCs course (with e-certification), or development of e-contents in four-quadrants/ MOOCs course during the assessment period; and
 - Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.
- (b) A teacher shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period, as the case may be; and the promotion is recommended by the Screening-cum-Evaluation Committee.

II. CAS Promotion from Assistant Professor (Academic Level 11) to Assistant Professor (Academic Level 12)

- (a) An Assistant Professor (Academic Level 11), possessing Ph.D. degree in the relevant/ allied subject, who has completed five years of service as Assistant Professor (Academic Level 11/ AGP-Rs.7000) and satisfies the following conditions.
- Has done any two of the following in the last five years: Completed a course/ programme from amongst the categories of Refresher courses/ Research methodology course/ workshops/ syllabus up-gradation workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programmes of at least ten days duration (or completed two courses of at least five days duration in lieu of one ten days programme), or completed one MOOCs course in the relevant subject (with e-certification), or contribution towards the development of e-contents in four-quadrants/ contribution towards the development of 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the assessment period; and


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- ii. Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.
- (b) A teacher shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of at least four of the last five years of the assessment period; and the promotion is recommended by the Screening-cum-Evaluation Committee.

III. CAS Promotion from Assistant Professor (Academic Level 12) to Associate Professor (Academic Level 13A)

- (a) An Assistant Professor (Academic Level 12), possessing Ph.D. degree in the relevant/ allied subject, who has completed three years of service as Assistant Professor (Academic Level 12/ AGP-Rs.8000) and satisfies the following conditions.
 - i. Has done any one of the following in the last three years of Academic Level-12: Completed one course/ programme from amongst the categories of Refresher courses/ Research methodology course/ workshops/ syllabus up-gradation workshop/ Teaching-Learning-Evaluation/ Technology Programme/ Faculty Development Programmes of at least ten days duration (or completed two courses of at least five days duration in lieu of one ten days programme), or completed one MOOCs course in the relevant subject (with e-certification), or contribution towards the development of e-contents in four-quadrants/ contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the assessment period;
 - ii. Published a minimum of seven research publications in the peer-reviewed journals or UGC-listed journals of which three research papers should have been published during the assessment period; and
 - iii. Evidence of having guided at least one Ph.D. candidate.
- (b) A teacher shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of at least two of the last three years of the assessment period; and the promotion is recommended by the Selection Committee.

IV. CAS Promotion from Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

- (a) An Associate Professor (Academic Level 13A), possessing Ph.D. degree in the relevant/ allied subject, who has completed three years of service as Associate Professor (Academic Level 13A/AGP-Rs.9000) and satisfies the following conditions.
- 

- i. Published a minimum of ten publications in the peer-reviewed journals or UGC-listed journals, out of which three research papers should have been published during the assessment period; and
 - ii. Evidence of having successfully guided a doctoral candidate.
- (b) A teacher shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of at least two of the last three years of the assessment period; and the promotion is recommended by the Selection Committee.

V. CAS Promotion from Professor (Academic Level 14) to Senior Professor (Academic Level 15)

- (a) A Professor (Academic Level 14), who has completed ten years of service as Professor (Academic Level 14/ AGP-Rs.10000) and satisfies the following conditions.
- i. Published a minimum of ten publications in the peer-reviewed journals or UGC-listed journals during the assessment period; and
 - ii. Ph.D. degree has been successfully awarded to two candidates under his/ her supervision during the assessment period.
- (b) A teacher shall be promoted, based on academic achievement, favourable review from three eminent subject-experts, not lower than the rank of a Senior Professor or a Professor having at least ten years experience. Further, the selection shall be based on the 10 best publications during the assessment period and interaction with a Selection Committee.

B. Career Advancement Scheme (CAS) for Librarians

I. CAS Promotion from University Assistant Librarian/ College Librarian (Academic Level 10) to University Assistant Librarian (Sr. Scale)/ College Librarian (S. Scale) (Academic Level 11).

- (a) A University Assistant Librarian/ College Librarian (Academic Level 10/ AGP-Rs.6000) who has completed four years of service with a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree, or five years of service with a M.Phil. degree, or six years of service in case of those without a Ph.D./ M.Phil. and satisfies the following conditions.
- i. Attended one orientation course of 21 days duration; and
 - ii. Attended training, seminar or workshop on automation and digitization, maintenance and related activities of at least 5 days duration.



- (b) An Assistant Librarian/College Librarian (Academic Level 10) shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of atleast three/four/five of the last four/five/six years of the assessment period, as the case may be; and the promotion is recommended by the Screening-cum-Evaluation Committee.

II. CAS Promotion from University Assistant Librarian (Sr. Scale)/ College Librarian (Sr. Scale) (Academic Level 11) to University Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) (Academic Level 12).

- (a) A University Assistant Librarian/ College Librarian (Academic Level 11) who has completed five years of service as University Assistant Librarian/ College Librarian (Academic Level 11/ AGP-Rs.7000) and satisfies the following conditions.
 - i. Has done any two of the following in the last five years: (1) Training/ Seminar/ Workshop/ Course on automation and digitization, (2) Maintenance and other related activities of atleast 10 days duration (or completed two courses of atleast five days duration in lieu of every course/ programme of ten days duration), (3) Taken/ developed one MOOCs course in the relevant subject (with e-certification), or (4) Library up-gradation course during the assessment period
- (b) An Assistant Librarian/College Librarian (Academic Level 11) shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of atleast four out of the last five years of the assessment period, as the case may be; and the promotion is recommended by the Screening-cum-Evaluation Committee.

III. CAS Promotion from University Assistant Librarian (Selection Grade)/ College Librarian (Selection Grade) (Academic Level 12) to University Deputy Librarian/ College Librarian (Selection Grade) (Academic Level 13A).

- (a) A University Assistant Librarian/ College Librarian (Academic Level 12) who has completed three years of service as University Assistant Librarian/ College Librarian (Academic Level 12/ AGP-Rs.8000) and satisfies the following conditions.
 - i. Has done any one of the following in the last three years: (1) Training/ Seminar/ Workshop/ Course on automation and digitization, (2) Maintenance and other related activities of atleast 10 days duration (or completed two



courses of atleast five days duration in lieu of every course/ programme of ten days duration), (3) Taken/ developed one MOOCs course in the relevant subject (with e-certification), and (4) Library up-gradation course during the assessment period

- (b) An Assistant Librarian/ College Librarian (Academic Level 12) shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of atleast two out of the last three years of the assessment period; and the promotion is recommended by the Selection Committee on the basis of interview performance.

IV. CAS Promotion from University Deputy Librarian/ College Librarian (Selection Grade) (Academic Level 13A) to University Deputy Librarian/ College Librarian (Academic Level 14).

- (a) A University Deputy Librarian/ College Librarian (Academic Level 13A) who has completed three years of service as University Deputy Librarian/ College Librarian (Academic Level 13A/ AGP-Rs.9000) and satisfies the following conditions.

- i. A Ph.D. degree in Library Science/ Information Science/ Documentation/ archives and Manuscript keeping.
- ii. Has done any one of the following in the last three years: (1) Training/ Seminar/ Workshop/ Course on automation and digitization, (2) Maintenance and other related activities of atleast 10 days duration (or completed two courses of atleast five days duration in lieu of every course/ programme of ten days duration), (3) Taken/ developed one MOOCs course in the relevant subject (with e-certification), and (4) Library up-gradation course during the assessment period
- iii. Evidence of innovative library services, including the integration of ICT in a library.

- (b) A University Deputy Librarian/ College Librarian (Academic Level 13A) shall be promoted, if he/she gets a "Satisfactory" or "Good" grade in the annual performance assessment reports of atleast two out of the last three years of the assessment period; and the promotion is recommended by the Selection Committee on the basis of interview performance.

17. Constitution of Selection committee/ Screening-cum-Evaluation Committee for direct recruitment and CAS promotions

- A. Selection Committee for teachers, librarians and equivalent cadres for direct recruitment and CAS promotions**



(a) The Selection Committee for the post of Assistant Professor/ Assistant Librarian (Academic Level 10), Associate Professor/ Deputy Librarian (Academic Level 13A), Professor/ University Librarian (CAS promotions only) (Academic Level 14) and Senior Professor (Academic Level 15), in the University shall consist of the following persons:

- i. Vice Chancellor who shall be the Chairperson of the Committee.
- ii. An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Chancellor.
- iii. Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university.
- iv. Dean of the faculty.
- v. Head (not below the rank of Senior Professor/Professor with minimum ten years experience).
- vi. An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ ST/ OBC/ Minority/ Women/ Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

(b) At least Four members, including two outside subject experts, shall constitute the quorum.

B. Screening-cum-Evaluation Committee for promotions of Assistant Professor/ Assistant Librarian or equivalent cadres from Academic Level-10 to Academic Level-11 and from Academic Level-11 to Academic Level-12

(a) The Screening-cum-Evaluation Committee shall consist of the following persons:

- i. Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee
- ii. The Dean of the Faculty concerned;
- iii. The Head of the Department /Librarian, as the case may be; and
- iv. One subject expert in the subject concerned nominated by the Vice-Chancellor.

(c) At least three members, including one outside subject expert/university nominee, shall constitute the quorum.



- C. Guidelines for selection procedure and assessment process shall be as per the Gazette Notification [read at (7) above].
- D. Score cards for direct recruitment and promotion of teachers, librarians and equivalent cadres shall be framed by the University and approved by the competent authorities and shall be applied for recruitments and promotions. Further, the Selection Committee or the Screening-cum-Evaluation Committee shall verify/ evaluate the performance of the candidate through the score card designed by the respective University along with minimum score specified for selection/ promotion. The Committee shall recommend to the Board of Management of the University about the suitability for selection/ promotion of the candidate(s).

18. Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organizations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, may be considered for ascertaining eligibility for the direct recruitment to the relevant cadres/posts. But fixation of pay, Regulation of service conditions in all such cases shall be strictly in accordance with the provisions of the Rules framed by the State. Further, for promotion under the CAS the previous service of a teacher in the cadre of Assistant Professor, Associate Professor, Professor or any other nomenclature etc shall be considered in accordance with the provisions of relevant Service Rules/Orders of the State Government if any and further subject to the fulfillment of the following:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.



- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

19. The Period of Probation and Confirmation

The period of probation and confirmation of Teachers and equivalent cadre staff in the University shall be as stipulated in the respective State Rules namely; The Karnataka Civil Services (Probation) Rules, 1977 and the Karnataka Civil Services (General Recruitment) Rules, 1977 and orders issued thereunder from time to time.

20. Deputation & UGC Pay Scales:

As a matter of Policy precedent and in order to maintain Quality and standards like relevancy, inclusiveness and excellence in academic field, Teachers going on deputation to other jobs except those related to education management and research cannot carry forward their UGC/ICAR pay scales. In other words Teachers and equivalent cadre staff are not entitled to get pay in UGC/ICAR Pay Scales when they go on deputation to other posts outside academic field. However, they are entitled to draw pay in State pay scales as per the Rules and Orders governing the issue.

21. Creation and Filling-up of teaching Posts

Without the sanction of the State Government no new post be created and no recruitment shall be made to the posts in the University and affiliated colleges. However, the ratio of posts as prescribed by UGC/ICAR shall be adhered to. Accordingly,

- (i) Teaching posts in university, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.
- (ii) All the sanctioned/approved posts in the university system shall be filled up on an urgent basis only after getting necessary approval of the State Government.



22. Workload

- (i) The workload shall be as specified in the "UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff and measures for maintenance of standards in Higher Education, 2018". If any doubt arises as to assignment of workload then the same shall be resolved as per UGC/ICAR regulations and in the interest of the institution concerned.
- (ii) Accordingly, the workload of the teachers in full employment should not be less than Forty hours a week for thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/College. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra- Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows: Assistant Professor - 16 hours per week, Associate Professor/Professor - 14 hours per week
- (iii) Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

23. Inter-se seniority between the direct recruited and teachers promoted under CAS


The seniority of employees including the inter-se seniority among direct recruits and promotees etc shall be determined as per the provisions of Karnataka Government Servants' (Seniority) Rules, 1957 and orders issued thereunder.

24. Anomalies

Anomalies and disparities in pay, if any, in the Revised Pay on account of implementation of the New Pay Matrix shall be brought to the notice of the State Government for suitable orders.

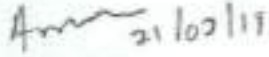
25. Other Matters:

If any difficulty arises in giving effect to the above provisions the same may be considered in the light of the provisions contained in *"UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff and measures for maintenance of standards in Higher Education, 2018"* and amendments issued thereunder and if necessary the same may be referred to government for necessary orders.



26. This Order issues with the concurrence of the Finance Department vide its Note No. FD 17 SRP 2018, dated: 12.03.2019.

By order and in the Name of the
Governor of Karnataka,

 21/03/19

(AMARESH)

Under Secretary to Government,
Horticulture Department

To:

The Compiler, Karnataka Gazette, for publication in the extra ordinary gazette and to supply 500 copies to the Horticulture Department, Bangalore-1

Copy to:

1. The Accountant General, Karnataka (Audit)/(Accounts), Bangalore.
2. The Secretary To His Excellency the Governor of Karnataka, Raj Bhavan, Bangalore.
3. The Secretary to Government of India, MHRD, Department of Education, New Delhi.
4. The Chairman/Secretary, University Grants Commission, New Delhi.
5. The Secretary, Department of Agricultural Research and Education, Ministry of Agriculture, Government of India, New Delhi.
6. Director General, Indian Council of Agricultural Research (ICAR), New Delhi.
7. The Principal Secretary/Secretary to the Chief Minister, Chief Minister Secretariat, Vidhana Soudha, Bangalore.
8. Vice-Chancellor/Special Officer / Registrar / Comptroller / Government Auditors of University of Horticultural Sciences, Bagalkot.
9. Additional Chief Secretary / Principal Secretary / Secretary to Government, Department of Animal Husbandry / Agriculture / Horticulture & Sericulture/ Higher Education / Finance/ Planning.
10. The Principal Director, Karnataka State Audit and Accounts Department, BMTC Building, Shantinagara, Bangalore.
11. The PS to Minister for Horticulture, Vidhana Soudha, Bangalore.
12. The IFA/Deputy Secretary/Under Secretary (Planning).
13. The Deputy Secretary to Government, Finance Department (Services-II).
14. The Under Secretary to Government, Finance Department (Exp-4)
15. e-Governance Consultant, Horticulture Department-to upload this to website.
16. Spare copies/Guard file.



ANNEXURE-I

Pay Matrix

Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
Academic Grade Pay (Rs)	6,000	7,000	8,000	9,000	10,000	-
Index of Rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Level Pay(Rs)	21,600	25,790	29,900	49,200	53,000	67,000
Academic Level	10	11	12	13A	14	15
Revised Entry Pay	1	57,700	68,900	79,800	1,31,400	1,44,200
	2	59,400	71,000	82,200	1,35,300	1,48,500
	3	61,200	73,100	84,700	1,39,400	1,53,000
	4	63,000	75,300	87,200	1,43,600	1,57,600
	5	64,900	77,600	89,800	1,47,900	1,62,300
	6	66,800	79,900	92,500	1,52,300	1,67,200
	7	68,800	82,300	95,300	1,56,900	1,72,200
	8	70,900	84,800	98,200	1,61,600	1,77,400
	9	73,000	87,300	1,01,100	1,66,400	1,82,700
	10	75,200	89,900	1,04,100	1,71,400	1,88,200
	11	77,500	92,600	1,07,200	1,76,500	1,93,800
	12	79,800	95,400	1,10,400	1,81,800	1,99,600
	13	82,200	98,300	1,13,700	1,87,300	2,05,600
	14	84,700	1,01,200	1,17,100	1,92,900	2,11,800
	15	87,200	1,04,200	1,20,600	1,98,700	2,18,200
	16	89,800	1,07,300	1,24,200	2,04,700	
	17	92,500	1,10,500	1,27,900	2,10,800	
	18	95,300	1,13,800	1,31,700	2,17,100	
	19	98,200	1,17,200	1,35,700		
	20	1,01,100	1,20,700	1,39,800		
	21	1,04,100	1,24,300	1,44,000		
	22	1,07,200	1,28,000	1,48,300		
	23	1,10,400	1,31,800	1,52,700		
	24	1,13,700	1,35,800	1,57,300		
	25	1,17,100	1,39,900	1,62,000		
	26	1,20,600	1,44,100	1,66,900		
	27	1,24,200	1,48,400	1,71,900		
	28	1,27,900	1,52,900	1,77,100		
	29	1,31,700	1,57,500	1,82,400		
	30	1,35,700	1,62,200	1,87,900		
	31	1,39,800	1,67,100	1,93,500		
	32	1,44,000	1,72,100	1,99,300		
	33	1,48,300	1,77,300	2,05,300		
	34	1,52,700	1,82,600	2,11,500		
	35	1,57,300	1,88,100			
	36	1,62,000	1,93,700			
	37	1,66,900	1,99,500			
	38	1,71,900	2,05,500			
	39	1,77,100				
	40	1,82,400				


 Under Secretary to Government,
 Horticulture Department

Annexure-II

1.	Name of the Employee	
2.	Designation of the post in which pay is to be Fixed as on January 1, 2016	
3.	Status (substantive/officiating)	
4.	Pre-revised Pay Band and Grade Pay or Scale	
5.	Existing Emoluments	
	a. Basic Pay (Pay in the applicable Pay Band plus applicable Grade Pay or basic pay in the applicable scale) in the pre-revised structure as on January 1, 2016 b. Dearness Allowance sanctioned w.e.f. 01.01.2016 c. Existing emoluments (a+b)	
6	Basic pay (Pay in the applicable Pay Band plus applicable Grade Pay or basic pay in the applicable scale) in the pre-revised pay structure as on January 1, 2016.	
7.	Applicable Level in Pay Matrix corresponding to Pay Band and Grade Pay or scale shown at S.No.4	
8.	Amount arrived at by multiplying basic pay as at Sl.No. 6 by 2.57	
9.	Applicable Cell in the Level either equal to or just above the Amount at Sl. No.8	
10	Revised Basic Pay (as per Sl.No.9)	
12.	Personal pay, if any	
13.	Date of next increment and pay after grant of increment. (Pay after increment in applicable Level of Pay Matrix)	
14.	Any other relevant information	

Date:

Signature & Designation of Head of Department

Office:

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Annexure-III

UNDERTAKING

I hereby undertake that any excess payment that may be found to have been made as a result incorrect fixation of pay or any excess payment detected in the light of discrepancies noticed subsequently will be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Date:

Signature:

Station:

Name:

Designation: _____

College: _____

Signed before me

Signature & Designation of Head of the Office/Department

Amra