

Copy of letter No. 4175-7-GS-61/13942, dated 17th/18th April, 1961, from Shri E.N. Mangat Rai, I.C.S., Chief Secretary to Government, Punjab, to all Heads of Departments, etc. etc.

Subject :—Premature promotion to higher selections posts—starting salary.

I am directed to address you on the subject noted above and to say that in Punjab Government letter No. 9129-G-56/3964, dated the 17th September, 1956, the department's were asked to lay down a standard of required minimum experience in terms of years of service on a lower post, for purposes of eligibility to promotion to the next higher selection post, with a view to ensure that due weight is given to experience and immature officers/officials are not promoted to such posts. Accordingly in most of the departmental rules, governing promotion of officers from one rank to the other, service for a minimum number of years in the lower rank has been provided. In some cases where this condition is not fulfilled, relaxation from the rule is sought to be given.

2. A question has arisen as to what salary should be given to an officer, who is promoted to a higher post, but does not fulfil the condition regarding the minimum number of years of service in the lower rank. It seems reasonable that in such a case the officer concerned should not be given the full benefit of the salary attached to the higher post till he has completed prescribed minimum length of qualifying service. Government has given careful thought to the whole matter and decided that the starting salary in such cases should be the minimum of the grade of the higher post, less the amount due from increments which have not been earned by the officer concerned in the lower grade for the period he is short of the minimum prescribed. As a concrete case, if an Executive Engineer in the PWD B&R Branch who according to the rules, can be promoted as a Superintending Engineer only after minimum 7 years of service as an Executive Engineer, is actually promoted after 5 years' service, he should be given a starting salary of Rs. 1,500 the minimum of Superintending Engineer's grade, less Rs. 80 representing two increments of Rs. 40 each of the Executive Engineer's scale. The point in this illustration is that whereas the sudden in the salary on account of promotion remains intact, the officer, with less than minimum number of years of qualified service in the lower grade, does not start with the same starting salary in the higher grade, as the officer, who satisfied the rule in respect of the minimum period.

3. I am to request that in future the pay in the type of cases mentioned above may be suitably fixed below the minimum of the relevant scales according to the formula above. All the pending cases should also be decided accordingly. For the sake of uniformity such cases of fixation of pay be channelised to Finance Department through Chief Secretary in the General Services Branch. These instructions would be applicable to superior posts, e.g. those of district or Deputy Secretary level or Deputy Director level and above and not to ordinary ministerial posts and the like. I am to add that in all cases of premature promotions, the written consent of the promoted officers to receive a particular pay to be fixed according to the above formula should be obtained before-hand and stipulation also laid down in the promotion order which should not be passed in his favour if he is unwilling to give such consent.

4. These instructions do not apply to the All India Services, and the staffs of the Secretariats of the Punjab Vidhan Sabha/Punjab Legislative Council, the Punjab High Court, Punjab Public Service Commission.

5. The receipt of this letter may please be acknowledged.