



**REPORT OF THE
FIFTH
MEGHALAYA
PAY
COMMISSION**

31ST JULY, 2017

CONTENTS

| Sl. No. | CHAPTER | Page No. |
|---------|--|----------|
| | Fifth Meghalaya Pay Commission | |
| | Acknowledgements | |
| 1. | Introduction | : 1 |
| 2. | Executive Summary of Recommendations | : 101 |
| 3. | Macro Economy and Fiscal Resources of the State | : 109 |
| 4. | Meghalaya Pay Commissions – Past and Present | : 129 |
| 5. | Analysis of State Government Employees | : 139 |
| 6. | Determination of Minimum Pay | : 145 |
| 7. | Revised Pay Structure | : 159 |
| | • The trend and the present status of pay scales | : 161 |
| | • Rationalization of Pay Scales | : 162 |
| | • Time Span of Each Pay Cell/Level | : 163 |
| | • Efficiency Bar | : 164 |
| | • Recommended Pay Structure | : 165 |
| | • Fitment | : 167 |
| | • Pay Fixation in the New/Revised Pay Structures | : 167 |
| | • Date of Next Increment | : 167 |
| | • Resultant Financial burden on State Exchequer | : 169 |
| | • Date of effect | : 170 |
| 8. | Conditions of Service and General Observations | : 173 |
| | • Service Rules | : 173 |
| | • Training | : 180 |
| | • State Employees' Group Insurance Scheme | : 187 |
| | • Employment on Compassionate Ground | : 188 |
| | • Classification of Services/Grades | : 189 |
| | • Work-Charged Establishment | : 189 |
| | • Incentives for enhancing the professional skills | : 191 |

| | | |
|---|---|------------|
| • Principles, terms and conditions for departmental promotions | : | 191 |
| • Assessment of Performance | : | 192 |
| • Contractual Employment | : | 192 |
| • Advance Increment | : | 193 |
| • Stagnation in Service | : | 196 |
| • Minimum Entry Level Qualification | : | 197 |
| • Minimum Tenure for Heads of Departments | : | 198 |
| • Muster Roll/Contingency/Casual Employees | : | 199 |
| 9. Modified Assured Career Progression Scheme | : | 200 |
| 10. Allowances | : | 210 |
| • Dearness Allowance | : | 210 |
| • Medical Allowance | : | 211 |
| • House Rent Allowance | : | 212 |
| • Licence Fee | : | 213 |
| • Hill Compensatory Allowance | : | 214 |
| • Winter Allowance | : | 215 |
| • Travelling Allowance | : | 216 |
| • Permanent/Fixed Travelling Allowance | : | 216 |
| • Mileage Allowance | : | 218 |
| • Incidental Charges | : | 218 |
| • Conveyance Allowance | : | 219 |
| • Daily Allowance | : | 220 |
| • Transfer Travelling Allowance | : | 220 |
| • Travelling Allowance for Family of deceased government employee | : | 221 |
| • Transportation of dead bodies and Travelling Allowance | : | 221 |
| • Non-Practising Allowance | : | 222 |
| • Messing and Uniform Allowance | : | 222 |
| • Shift Allowance | : | 224 |
| • Training Institution Allowance | : | 225 |
| • Overtime Allowance for work on Public holidays | : | 226 |

| | | |
|---|---|------------|
| • Overtime Allowance for employees of the Government Press | : | 226 |
| • Ration Allowance | : | 227 |
| • Kit Allowance/Kit Maintenance Allowance | : | 230 |
| • Deputation (Duty) Allowance | : | 235 |
| • Risk Allowance | : | 235 |
| • Rural Allowance | : | 236 |
| • Special Pay | : | 237 |
| • Mobile Phone and Internet Allowance | : | 238 |
| • Compensatory Allowances in respect of the State Government Employees stationed/posted in other states, including the national capital. | : | 238 |
| • Other Facilities | : | 239 |
| (a) Loans | : | 239 |
| (b) Advances | : | 239 |
| (c) Leave Travel Concession | : | 239 |
| 11. Pension and Other Retirement Benefits | : | 241 |
| • Introduction | : | 241 |
| • Superannuation Pension | : | 242 |
| • Retiring Pension | : | 242 |
| • Invalid Pension | : | 242 |
| • Compensation Pension | : | 242 |
| • Compulsory Retirement Pension | : | 242 |
| • Compassionate Allowance | : | 243 |
| • Family Pension | : | 243 |
| • Voluntary Retirement | : | 243 |
| • Special Family Pension | : | 243 |
| • Death-cum-Retirement Gratuity/Service Gratuity | : | 243 |
| • Extra-Ordinary Pension | : | 243 |
| • Ex-Gratia Payments, etc | : | 244 |
| • Scheme of Ex-Gratia Payment to families of State Police/Home Guard Personnel killed while on Law and Order duties/Anti-Insurgents or Terrorist action | : | 244 |
| • Members of Work-charged establishment | : | 245 |

| | |
|---|-------|
| • Grant of cash equivalent of leave salary in respect of the period of earned leave at credit of a Government employee at the time of retirement/death while in service | : 245 |
| • Medical Allowance and Reimbursement of medical treatment expenses etc., | : 246 |
| • Pensions – Constitutional Provisions | : 246 |
| • Number of pensioners as on 01.01.2016 | : 246 |
| • Payment of additional pension/family pension with advancing age | : 247 |
| • Expenditure on pension and other retirement benefits | : 247 |
| • The minimum and maximum pension | : 249 |
| • The minimum and maximum family pension | : 249 |
| • Gratuity | : 250 |
| • Commutation of pension | : 250 |
| • Ex-Gratia lump-sum compensation | : 251 |
| • Leave encashment | : 251 |
| • Quantum/rates of pension and family pension | : 252 |
| • Qualifying service for the purpose of pension | : 252 |
| • Qualifying service for the purpose of family pension in respect of government employee's death while in service with less than one year continuous service | : 252 |
| • Raising the existing period of seven years for Enhanced family pension | : 253 |
| • Increase in the rates of additional pension and family pension to the older pensioners/family pensioner holders, including reducing the age of eligibility for receipt thereof. | : 253 |
| • Enhancement of the rate of commutation of the basic pension | : 254 |
| • Restoration of the commuted value of pension after 12 years instead of 15 years | : 254 |
| • Voluntary Retirement Scheme | : 255 |
| • Enhancement of Death-cum-Retirement/Service Gratuity | : 256 |
| • Rationalization of Death-cum-Retirement Gratuity | : 256 |
| • Ex-Gratia lump-sum compensation | : 257 |

| | | |
|---|---|------------|
| • Age of superannuation of State Government employees | : | 258 |
| • Compensatory Allowances, e.g., House Rent Allowance, Hills Compensatory Allowance and Winter Allowance to pensioners/family pension holders | : | 258 |
| • Fixation of Pension of Pre – 1.1.2006 Pensioners/ Family Pension Holders and Revised Minimum and Maximum Pension and Family Pension | : | 258 |
| • Family pension & other retirement benefits to the family of employees covered by the New Defined Contribution Pension Scheme (NPS) who die while in service | : | 259 |
| • Social Security for Teachers and Non-Teaching Staff of Deficit System of Grants-in-Aid/Aided Educational Institutions | : | 260 |
| 12. Leave and Leave Entitlements and related matters | : | 262 |
| • Earned Leave | : | 262 |
| • Half-Pay Leave | : | 264 |
| • Commuted Leave | : | 264 |
| • Maternity and Paternity Leave | : | 265 |
| • Leave Entitlement for the teaching staff of vacation department | : | 265 |
| • Special Disability Leave | : | 266 |
| • Study Leave | : | 266 |
| • Special Casual Leave | : | 266 |
| • Casual Leave | : | 267 |
| • Late Attendance | : | 267 |
| 13. Miscellaneous matters | : | 268 |
| • Resource Mobilization by additional taxation | : | 268 |
| • Realistic Scope for effecting economy in government expenditure | : | 268 |
| • Public Holidays | : | 269 |
| • Restricted Holidays and Half Holidays | : | 269 |
| • Working Hours | : | 270 |
| • Honorarium and Fee | : | 270 |

| | |
|---|--------------|
| 14. Commission's recommendations on arising anomalies in the scales of pay | : 271 |
| • Anomaly arising from the improvement in the pay scale of the Junior Accounts Assistant | : 271 |
| • Service Conditions and scales of pay of Vice-Principal vis-à-vis Assistant Lecturer of Higher Secondary Schools | : 274 |
| • Analysis of Existing Pay Scales of Group B and C Employees | : 276 |
| 15. The need for Administrative Reforms | : 282 |
| 16. Departmental Overview and Commission's Department – Specific Recommendations | : 287 |



THE FIFTH MEGHALAYA PAY COMMISSION

Chairman –

Shri Peter James Bazeley, IAS (Retired)
Former Chief Secretary, Government of Meghalaya

Members –

Shri Uttam K. Sangma, IAS (Retired)
Former Secretary, Ministry of DONER, Government of India

Shri Lambha Roy, IAS (Retired)
Former Commissioner & Secretary, Planning Department, Government of Meghalaya

Smti Rebecca V. Suchiang, IAS
Principal Secretary, Finance Department, Government of Meghalaya

Officers –

Shri Sanjay Goyal, IAS, Secretary, FMPC

Shri D. B. Gurung, MFS (Retired), OSD, FMPC

Shri Mariawan Lyngdoh, Deputy Secretary, FMPC



THE FIFTH MEGHALAYA PAY COMMISSION

ACKNOWLEDGEMENTS

The Commission, constituted on 01st August, 2016, is delighted to submit its Report to the State Government, within the stipulated period of one year.

We gratefully acknowledge the help and support of all concerned in our work.

We are honoured by the confidence reposed in us by the Hon'ble Chief Minister of Meghalaya Dr. Mukul Sangma and his Government in assigning the important task of the Fifth Meghalaya Pay Commission to us.

We specially thank the then Chief Secretary Shri K. S. Kropha, IAS and the present Chief Secretary Shri Y. Tsering, IAS for their readiness to assist and cooperate, whenever we needed such support.

The Commission is particularly grateful to the State Government Employees Associations, the State Government Employees, the Meghalaya Pensioner's Association, the Administrative Departments, the Directorates, the Other State Level Institutions and Organizations, the District and Sub Divisional Administration, the Meghalaya House Employees in different parts of the country, and to the Chief Secretaries and the Administration of the States visited by the Commission, namely Mizoram, Tripura, Kerala and Gujarat for all their valuable response, submissions, information, contributions and personal interaction with the Commission. Without their inputs, the Commission would not have been able to do justice to the task assigned.

Report of the Fifth MPC

We are also indebted to the State NIC and the Officials of the State Information Technology Department for their assistance and the support in processing the Commission's records and Report.

The Commission wishes to acknowledge the tremendous zeal of its Secretary Shri Sanjay Goyal, IAS, its Officer on Special Duty Shri D. B. Gurung who has been associated with three of the previous four State Pay Commissions, its Deputy Secretary Shri Mariawan Lyngdoh, who has been associated with two of the previous four State Pay Commissions and the entire hard working, knowledgeable and sincere Staff Members without whose wholehearted support it would not have been possible for the Commission to complete its task.

(P.J. Bazeley)
Chairman, FMPC

(U.K. Sangma)
Member, FMPC

(L. Roy)
Member, FMPC

(R.V. Suchiang)
Member, FMPC

31st July, 2017

CHAPTER – 1

INTRODUCTION

- 1.1 The Government of Meghalaya vide Resolution No.F(PR)-15/2015/17, dated the 25th July, 2016, constituted the Fifth Meghalaya Pay Commission with Shri P.J. Bazeley, IAS (Retired) as Chairman and the following two Members –
1. Shri Uttam K. Sangma, IAS (Retired)
 2. Shri Lambha Roy, IAS (Retired)
- 1.2 The terms of reference of the Commission were as follows:-
- (i) To examine the existing structure of emoluments and conditions of service of different categories of Government employees and recommend changes/revision that may be feasible and desirable, keeping in regard the inter-service relationships, the resources of the State and other relevant factors.
 - (ii) To recommend a comprehensive pay package that would be suitably linked to promoting efficiency, productivity and economy through rationalization of structures, organizations and systems within the Government, by taking into account the existing amenities and facilities admissible to State Government employees such as Dearness Allowance, Medical Allowance, House Rent Allowance, Hill Allowance, Travelling Allowance, Winter Allowance, Compensatory Allowances, Special Pay, etc.
 - (iii) To examine the existing structure of pension, death-cum-retirement gratuity, family pension and other terminal or recurring benefits and make recommendations relating thereto which may be feasible and desirable.
 - (iv) To examine the desirability and the need for consideration of relief of interim character in case of increase in the cost of living during the deliberation of the Commission and to make recommendations as may be considered desirable and feasible.
 - (v) To make recommendations on each of the foregoing, having regard, among other factors, to the prevailing pay structure and retirement benefits available under the Central Government and State Governments of the region in particular, and other State Governments in general, availability of the resources of the State Governments and the need for overall development in the State.
 - (vi) To examine such other relevant and incidental matters as may be referred to the Commission by the Government.
- 1.3 Subsequently, State Government included Shri Y.Tsering, IAS; Additional Chief Secretary to the Government of Meghalaya in-Charge Finance Department/ Smti R.V.Suchiang, IAS; Principal Secretary to the Government of Meghalaya, Finance Department as a Member of the Fifth Meghalaya Pay Commission vide

Report of the Fifth MPC

Finance (PR) Department Notification No. F(PR)-15/2015/19, dated the 9th August, 2016 read with Finance (PR) Department Notification No.F(PR)-15/2015/22 dated the 1st September, 2016.

- 1.4 Pursuant to the provisions of paragraph 3 of the Government Resolution constituting the Fifth Meghalaya Pay Commission, the Commission was to frame its own procedures and to call for such information/materials and take such evidence as might be considered necessary.
- 1.5 The Chairman of the Commission assumed charge of Office on the 1st August, 2016 and was temporarily accommodated in Room No.103 of the Additional Secretariat (Myntdu) Building, pending completion of renovation works on a Building within the Taraghar Complex, at Wards' Lake Side, Shillong which had been earmarked by State Government to house the Commission's Office.
- 1.6 On completion of the renovation works on the Building within the Taraghar Complex, at Wards' Lake Side, Shillong which had been earmarked by State Government to house the Commission's Office, the Commission shifted its Office to the earmarked location with effect from the 1st September, 2016.
- 1.7 Shri Sanjay Goyal, IAS, Secretary to the Government of Meghalaya, Finance Department who had been appointed as Secretary to the Fifth Meghalaya Pay Commission vide Personnel Department Notification No.PER.36/2011/Pt.III/89, dated 29th July, 2016 joined the Commission on the same date (namely 01.08.2016) along with Shri D.B.Gurung as Officer on Special Duty and Shri Mariawan Lyngdoh as Special Officer. Shri Mariawan Lyngdoh was subsequently promoted as Deputy Secretary to the Commission vide Government of Meghalaya, Personnel Department Notification No PER.13/2004/88-A, dated 04th October, 2016. The under-mentioned personnel who had been appointed by State Government to assist the Commission also joined their duties during August, 2016 –

| Sl. No. | Name of Personnel | Designation | Date of joining |
|----------------|-----------------------------|-------------------------|-------------------------------|
| 1. | Shri Chaibiang A. Shylla | Research Officer | 16 th August, 2016 |
| 2. | Smti Ioofilka Slong | Private Secretary | 10 th August, 2016 |
| 3. | Smti Billisidian Marbaniang | Asstt Superintendent | 30 th August, 2016 |
| 4. | Shri Lovingstar Rumnong | U.D.A | 02 nd August, 2016 |
| 5. | Shri H. Paul Peter Reenbohn | U.D.A | 02 nd August, 2016 |
| 6. | Shri Banrilang Ryngnga | U.D.A | 04 th August, 2016 |
| 7. | Smti Ibasuklang S. Umwi | U.D.A | 02 nd August, 2016 |
| 8. | Smti Ridahun Jitem | L.D.A | 03 rd August, 2016 |
| 9. | Shri Arwanlang Kharmujai | L.D.A | 05 th August, 2016 |
| 10. | Smti Rosalinda Syiemlieh | Typist, Grade-I | 02 nd August, 2016 |

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|-----|---------------------------|--------|---|
| 11. | Shri Eric Born Wahlang | Peon | 01 st August, 2016 |
| 12. | Smti Rynthlang Marbaniang | Peon | 01 st August, 2016 |
| 13. | Shri Barnes Lyngdoh | P.S.O | 14 th October, 2016 |
| 14. | Shri Elisha Maiong | Driver | 1 st August, 2016 to 04 th May, 2017 |
| | Shri Phirest Pyrtuh | Driver | 05 th May, 2017 |

- 1.8 The under-mentioned persons appointed on contractual basis by the Commission, also joined their duties –

| Sl. No. | Name of Personnel | Designation | Date of joining |
|---------|------------------------------|---------------------------|---------------------------------|
| 1. | Shri Lashembok Langrin | Multi Tasking Assistant | 29 th August, 2016 |
| 2. | Shri Bakynsai Warjri | Multi Tasking Assistant | 29 th August, 2016 |
| 3. | Shri Ibanaiorlang Lyngdoh | Multi Tasking Assistant | 29 th August, 2016 |
| 4. | Shri Pynshailang L. Lyngkhoi | Chowkidar | 29 th August, 2016 |
| 5. | Shri Freddy N. Shabong | Sweeper | 29 th August, 2016 |
| 6. | Shri Kerlang Suphai | Driver | 1 st September, 2016 |
| 7. | Shri Nipen Devnath | Bungalow Peon to Chairman | 1 st August, 2016 |

- 1.9 The First Sitting of the Commission was held on the 03rd and 04th August, 2016 at the Temporary Office Chamber of the Chairman of the Commission. The Chairman and both the Members of the Commission attended. Also, present were Shri Y.Tsering, IAS; Additional Chief Secretary to the Government of Meghalaya in-Charge Finance Department and Smti R.V. Suchiang, IAS; Principal Secretary to the Government of Meghalaya, Finance Department, besides the Secretary to the Commission, the Officer on Special Duty and the Special Officer of the Commission.
- 1.10 The Working Procedure for the Commission (**Annexure : INT-1**) as well as the Questionnaire to be issued by the Commission to all concerned (**Annexure: INT-2**) were finalised and approved at the First Sitting of the Commission.
- 1.11 All Departments/Offices/Stake Holders of the Government were provided with a copy of the Questionnaire and directed to furnish the required information along with their views and comments in terms thereof within 16th September, 2016, vide Commission's Letter No.MPC-5/6/2016-17/21 dated 12th August 2016, (**Annexure : INT-3**). The Commission's website www.5mpc.nic.in was made available for uploading replies to the Questionnaire which had been invited by email or by post or by soft copy.

1.12 On the request of the Commission, the Chief Secretary to the Government of Meghalaya issued a direction to all the Departments of the Government to furnish all information required by the Commission within the time frame. Notwithstanding, there was considerable delay in receiving Response to Questionnaire and written Memorandum from most of the parties, concerned. The Commission had to extend the time, first to 16th September, 2016 and later to 28th October, 2016 for submission of Responses to Questionnaire and to 14th October, 2016 and later to 17th November, 2016 for submission of Memorandum. This sufficiently delayed and slowed down the works of the Commission.

1.13 The Commission examined the service conditions of all employees of the Government of Meghalaya, including those of the teaching and non-teaching staff of the aided educational institutions under the Deficit Scheme of Grant-in-Aid and also employees of Work-charged establishment and casual employees borne on regular time scales of pay as these categories were in the normal course, extended/ allowed Government scales of pay and allowances. Employees of the Meghalaya Public Service Commission and Meghalaya Legislative Assembly were brought within the purview of the Commission vide Government letter No. F(PR)-51/2007/9 dated 25th April, 2008. The Commission did not have within its purview the following services:-

- a. All India Services Officers.
- b. The State Judicial Service officers who have been granted separate scales of pay with effect from 1.1.1996 on the basis of the recommendations of the Shetty Commission, as envisaged in the Meghalaya Judicial Services (Revision of Pay) Rules, 2005 issued vide Government Notification No. LJ(A)-36/98/211 dated 18th July, 2005 and No. LJ(A)-36/98/Pt.I/112 dated 3rd November, 2008. However, in the case of the staff of the Subordinate Court, Government have submitted an Affidavit filing Compliance Report as per order of the Supreme Court and indicating that the case of the staff of Subordinate Court in the State was under examination by Government and that the pay of such employees be regulated as per scales of pay prescribed by Government.

1.14 According to the data furnished by the Directorate of Economics & Statistics the total number of State Government employees as on 1st January 2016 was 68,280. The corresponding numbers of State Government Employees considered by the earlier State Pay Commissions were as follows –

| Sl. No | Pay Commission | Total number of State Government Employees | As on |
|--------|---------------------------------|--|------------|
| 1 | First Meghalaya Pay Commission | - | - |
| 2 | Second Meghalaya Pay Commission | 23,312 | 31.03.1984 |
| 3 | Third Meghalaya Pay Commission | 33,517 | 31.03.1991 |
| 4 | Fourth Meghalaya Pay Commission | 50,210 | 31.03.2006 |
| 5 | Fifth Meghalaya Pay Commission | 68,280 | 01.01.2016 |

1.15 The Commission held twelve Sessions to consider, discuss and deliberate on the gamut of issues covered by its terms of reference. The Commission convened as follows –

| Sl. | Session | Dates | Purpose |
|------------|----------------|---|---|
| 1. | First | 2 nd & 3 rd August, 2016 | i. Adoption of Working Procedure by Commission ii. Questionnaire |
| 2. | Second | 7 th September, 2016 | i. Modalities for determination of minimum and maximum pay ii. Matters connected with Pay Structure iii. Matters connected with allowances, loans, and advances |
| 3. | Third | 13 th & 14 th October, 2016 | i. Meeting with Health & Family Welfare Department to discuss matters relating to Rural Allowance, Messing Allowance & Uniform Allowance ii. Meeting with Printing & Stationery Department to discuss matters relating to Overtime Allowance iii. Meeting with Education Department to discuss matters relating to Shift Allowance iv. Meeting with General Administration Department, Commissioner of Transport & Estate Officer to discuss matters relating to Transport Allowance in respect of employees in the Meghalaya House v. Meeting with Home (CD & HG) Department to discuss matters relating to Kit & Kit Maintenance Allowance Meeting with PWD & Estate Officer, to discuss matters relating to Licence Fee |
| 4. | Fourth | 21 st –22 nd , 24 th – 25 th November, 2016 | i. Consideration of the responses to the Questionnaire (Questions 1 – 18) ii. Other Allowances – Travelling Allowance etc |

Report of the Fifth MPC

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| | | | <ul style="list-style-type: none"> iii. Meeting with Education Department to discuss matters relating to Shift Allowance iv. Meeting with Printing & Stationery Department to discuss matters relating to Overtime Allowance v. Meeting with Health & Family Welfare Department to discuss matters relating to Rural Allowance, Messing & Uniform Allowance vi. Meeting with Home (Civil Defence & Home Guards), Home (Police) Departments to discuss matters relating to Kit/Kit Maintenance Allowance and Ration Allowance |
| 5. | Fifth | 14 th & 15 th December, 2016 | <ul style="list-style-type: none"> i. Consideration of the response to the Questionnaire (Questions 19-36) ii. Consideration of the Retirement Benefits iii. Consideration of Travelling Allowance, Daily Allowance, etc |
| 6. | Sixth | 27 th March, 2017 | Consideration of Pension and other retirement benefits |
| 7. | Seventh | 28 th March, 2017 | <p>Consideration of –</p> <ul style="list-style-type: none"> i. Travelling Allowance ii. Permanent Travelling Allowance iii. Conveyance Allowance iv. Mileage Allowance v. Daily Allowance vi. Travelling Allowance for retiring Government employees vii. Travelling Allowance for family of deceased Government employees viii. Travelling Allowance for Transportation of dead bodies ix. Training Institution Allowance x. Maternity Leave and Paternity Leave xi. Mobile Phone and Internet Allowance xii. e-Governance |

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| 8. | Eighth | 29 th March, 2017 | <ul style="list-style-type: none"> i. Proposal for up-gradation of pay scales of System Engineer and Programmer under the Computer Cell of PI&E Department ii. Proposal of Administrative Rules & Regulations Revision Advisory Committee (ARRRAC) on the Meghalaya Travelling Allowance Rules, 1985 iii. Provisional Format of Commission's Report iv. Assured Career Progression Scheme (ACPS) |
| 9 | Ninth | 31 st March, 2017 | <ul style="list-style-type: none"> i. Restoration of Commuted Portion of Pension ii. Family Pension & Other Retirement Benefits to the family of employees covered by the New Defined Pension Scheme (NPS) who die while in service iii. Assured Career Progression Scheme |
| 10 | Tenth | 31 st May, 2017 | <ul style="list-style-type: none"> i. Consideration of issues raised during the Interactive Sessions with Departments/ Heads of Departments ii. Modified Assured Career Progression Scheme iii. Licence Fee |
| 11 | Eleventh | 4 th – 8 th June, 2017 | <ul style="list-style-type: none"> i. Determination of Minimum Pay ii. Revised Pay Structure iii. Modified Assured Career Progression Scheme iv. Proposed level of Allowances: <ul style="list-style-type: none"> a. MA, HCA, WA b. HRA c. Risk Allowance d. Shift Allowance e. Rural Allowance f. Messing & Uniform Allowance g. Overtime Allowance for work on Public Holidays |

| | | | |
|----|---------|-----------------------------|---|
| | | | <ul style="list-style-type: none"> h. Overtime Allowance for employees of the Government Press i. Ration Allowance j. Kit & Kit Maintenance Allowance v. Date of Next increment vi. Advance Increment for higher/specialized qualification vii. Matters connected with Stagnation in Service viii. Classification of services/posts ix. Matters connected with Minimum Entry Level Qualification x. Matters connected with Special Pay |
| 12 | Twelfth | 27 th July, 2017 | Approval of the Report of the Fifth Meghalaya Pay Commission |

- 1.16 In response to its Questionnaire, the Commission received responses from 77 Nos. of Federation / Associations, 31 Nos. of Other Groups / Individuals, 22 Nos. of Administrative Departments, 54 Nos. of Heads of Departments, 31 Nos. of District/Subordinate Offices and 10 Nos. of Offices of the Deputy Commissioners/Sub-Divisional Officers. The details of these organizations are at **Annexure : INT-4**. Replies to the Questionnaire received, were tabulated, compiled and examined by the Commission and hearings of the Representatives of the Federation, the Service Associations, the Groups and the Individuals were scheduled.
- 1.17 In response to its Circular No Notification No.MPC-5/6/2016-17/1 Dated 8th August, 2016 (**Annexure : INT-5**), calling for Memoranda from all interested parties, the Commission received Memorandum from 63 Nos. of Federation / Associations, 52 Nos of Other Groups / Individuals, 3 Nos. from Administrative Departments, 13 Nos. from Heads of Departments and 3 Nos. from District/Subordinate Offices. The details of these organizations are at **Annexure : INT-6**.
- 1.18 The contents of the Memoranda received, were tabulated, compiled and examined by the Commission and the Representatives of the Federation, the Service Associations, the Groups and the Individuals were heard.
- 1.19 The Commission also scheduled detailed interactive sessions with the Heads of Administrative Departments, Heads of Directorates, and other high officials of the State Government to ascertain the views of the Departments on the issues

raised by the Federation, the Employees Associations, the Groups and the Individuals in their responses to the Commission's Questionnaire and in their Memorandum besides issues raised during their hearings.

- 1.20 The Commission met and heard the detailed submissions and grievances of 78 Nos. of Federation/Associations between 27th January and 17th May, 2017. The details of these Federation/Associations are at **Annexure : INT-7**.
- 1.21 The Commission also met and heard the detailed submissions and grievances of 48 Nos. of Groups/Individuals between 28th March and 02nd June, 2017. The details of these Groups / Individuals are at **Annexure : INT- 8**.
- 1.22 In addition the Commission also met and heard the detailed submissions and suggestions of 101 Nos. of Senior Government Officials who were representing their respective Departments/Directorates between 03rd May and 17th May 2017. The details of these Senior Government Officials are at **Annexure : INT-9**.
- 1.23 The Commission also called on the Hon'ble Chief Minister of Meghalaya, Dr. Mukul Sangma in his Office Chamber on 24th November, 2016 and took note of his views on issues relating to the health of State Development, State Finances and the State Administrative Structure.
- 1.24 The then Chief Secretary to the Government of Meghalaya, Shri K. S. Kropha, IAS, called upon the Chairman of the Commission at the Commission's Office on 2nd August, 2016. The Commission noted the views of the Chief Secretary on the current macro-economy situation of the State, the prevailing fiscal health of the State, the State Administrative structure and other issues relevant to the functions of the Commission. During the Commission's meeting with the present Chief Secretary, Shri Y. Tsering IAS on 5th July, 2017, issues connected with the Commission's terms of reference were discussed.
- 1.25 The Commission visited Kolkata from 17th to 18th January, 2017 to meet and ascertain the grievances and other issues of the State Government employees located at the Meghalaya Houses at Kolkata and the Meghalaya House at Vellore. The details of the 13 (thirteen) State Government employees as above, who met the Commission at Kolkata on 18th January, 2017 are given at **Annexure : INT-10**.
- 1.26 The Commission visited New Delhi from 19th to 21st January 2017 to meet and ascertain the grievances and other issues of the State Government employees located at the Meghalaya Houses at New Delhi and the Meghalaya House at Mumbai. The details of the 17 (seventeen) State Government employees as above, who met the Commission at New Delhi on 20th January, 2017 are given at **Annexure : INT-11**.
- 1.27 The Commission also visited a few selected States to –
 - a. familiarise itself with the structure of emoluments and conditions of service of different categories of Government employees, the inter-service

relationships, the comparative fiscal resources and other relevant factors in such States;

- b. acquaint itself with the pay package prevailing in such States and the manner in which such packages were linked to promoting efficiency, productivity and economy through rationalization of structures, organisations and systems within such States;
 - c. to take into account the existing amenities and facilities admissible to State Government employees such as Dearness Allowance, Medical Allowance, House Rent Allowance, Hill Allowance, Travelling Allowance, Winter Allowance, Compensatory Allowances, Special Pay, etc. in such States; and
 - d. to examine the existing structure of pension, death-cum-retirement gratuity, family pension and other terminal or recurring benefits which existed in such States.
- 1.28 The Commission visited the State of Mizoram from 23rd to 26th January, 2017 and held discussion with the Officials of the State Finance Department of the Government of Mizoram, at the State Secretariat at Aizawl. A Gist of the learnings of the Commission from this visit is at **Annexure : INT-12**.
- 1.29 The Commission visited the State of Tripura from 13th to 15th February, 2017 and held discussion with the Officials of the State Finance Department of the Government of Tripura, at the State Secretariat at Agartala. A Gist of the learnings of the Commission from this visit is at **Annexure : INT-13**.
- 1.30 The Commission visited the State of Kerala from 20th to 23rd March, 2017 and held discussion with the Officials of the State Finance Department of the Government of Kerala, at the State Secretariat at Thiruvanthapuram. A Gist of the learnings of the Commission from this visit is at **Annexure : INT-14**.
- 1.31 The Commission also visited the State of Gujarat from 10th – 13th April, 2017 and held discussion with the Officials of the State Finance Department of the Government of Gujarat, at the State Secretariat at Gandhinagar. A Gist of the learnings of the Commission from this visit is at **Annexure : INT-15**.
- 1.32 The Commission also visited the different regions of the State to meet and ascertain the submissions and grievances, if any, of the District and Sub-Divisional level State Government employees on matters which were being examined by the Commission in order to formulate a revised pay structure.
- 1.33 The Commission visited the Garo Hills region from 03rd to 05th April, 2017. It met and heard the District and Sub-Divisional level State Government employees of the West Garo Hills District and the South Garo Hills District, who responded to the Commission's request and attended the hearing on the forenoon of the 04th April, 2017, at the Conference Room of the Tura Circuit House. The details of the Officials who attended the hearing are at **Annexure: INT-16**. The Commission also met the District and Sub-Divisional level State Government employees of the East Garo Hills District, the North Garo Hills District and the

South-West Garo Hills District, who responded to the Commission's request and attended the hearing on the afternoon of the 04th April, 2017, at the Conference Room of the Tura Circuit House. The details of the Officials who attended the hearing are at **Annexure: INT-17**.

- 1.34 The Commission visited the Jaintia Hills region on the 25th April, 2017. It met and heard the District and Sub-Divisional level State Government employees of the East Jaintia Hills District, who responded to the Commission's request and attended the hearing on the forenoon of the 25th April, 2017, at the Conference Room of the Office of the Deputy Commissioner at Jowai. The details of the Officials who attended the hearing are at **Annexure: INT-18**. The Commission also met and heard the District and Sub-Divisional level State Government Employees of the West Jaintia Hills District, who responded to the Commission's request and attended the hearing on the afternoon of the 25th April 2017, at the Conference Room of the Office of the Deputy Commissioner at Jowai. The details of the Officials who attended the hearing are at **Annexure: INT-19**.
- 1.35 The Commission visited the West Khasi Hills region on the 28th April, 2017. It met and heard the District and Sub-Divisional level State Government employees of the West Khasi Hills District and South West Khasi Hills District who responded to the Commission's request and attended the hearing on the forenoon of the 28th April, 2017, at the DRDA Hall attached to the Office of the Deputy Commissioner at Nongstoin. The details of the Officials who attended the hearing are at **Annexure: INT-20**.
- 1.36 The Commission visited the East Khasi Hills region on the 29th May, 2017. It met and heard the District and Sub-Divisional level State Government employees of the East Khasi Hills District, who responded to the Commission's request and attended the hearing on the forenoon of the 29th May, 2017, at the Conference Room of the Office of the Deputy Commissioner at Shillong. The details of the Officials who attended the hearing are at **Annexure: INT-21**.
- 1.37 The Commission visited the Ri-Bhoi region on the 30th May, 2017. It met and heard the District and Sub-Divisional level State Government employees of the Ri-Bhoi District, who responded to the Commission's request and attended the hearing on the forenoon of the 30th May, 2017, at the DRDA Hall attached to the Office of the Deputy Commissioner at Nongpoh. The details of the Officials who attended the hearing are at **Annexure: INT-22**.
- 1.38 After careful consideration of all the views and suggestions contained in the Responses received to the Commission's Questionnaire and in the Memorandum received by the Commission as well as the submissions made before the Commission during the hearings and interactions stated above besides taking into consideration all related matters the Commission at its 12th Meeting held on 27th July 2017, at the Commissions' Office at Shillong decided to make the recommendations which are set out in the rest of this Report, for submission to the Hon'ble Chief Minister of Meghalaya on the 31st July, 2017.

FIFTH MEGHALAYA PAY COMMISSION

No.MPC-5/5/2016/17/2

Dated: Shillong the 4th August, 2016

WORKING PROCEDURE

The Commission considered and decided that the under mentioned procedure shall be followed by it with a view to ensure its smooth and effective functioning, with immediate effect –

A. Meetings of the Commission:

- i. Meetings of the Commission shall be convened under written notice issued by the Secretary / Officer on Special Duty / Special Officer of the Commission, with the prior approval of the Chairman, giving at least seven days notice.
- ii. Emergent Meetings of the Commission may be convened with shorter notice by the Chairman, with the prior telephonic consent of the Members.
- iii. The quorum for the Commission's Meetings will consist of the Chairman and two-thirds of the Members of the Commission.
- iv. All matters placed before the Commission shall be decided by consensus, preferably unanimously, provided that in the event of intractable difference of opinion among the Members on any matter(s) / issue(s), such matters(s)/ issue(s) will be decided by the majority view.

B. The Commission's Secretariat:

- i. The Chairman shall be the 'Competent Authority' for all administrative and financial matters relating to the Commission and its Officials and Staff.
- ii. The Chairman shall perform the functions of the 'Controlling Authority' in the matter of all claims relating to Travelling Allowance / Daily Allowance etc., in respect of himself, Other Members and the Officers and Staff of the Commission.
- iii. The Secretary of the Commission shall function as the Drawing & Disbursing Officer of the Commission. The Secretary may delegate this responsibility to the Officer on Special Duty of the Commission.

C. Hearings Outside Headquarters:

- i. The Commission shall endeavour to visit the District Head Quarters of all Districts and to hear the Field level Officers, Staff and Service Association Units of such Districts, Sub-divisions and Blocks on Service related matters.

- ii. While making such visits the Commission shall endeavour to meet Prominent Citizens of such Districts who desire to be heard by the Commission on Service related matters.
- iii. While making such visits the Commission shall depend on the concerned Deputy Commissioner for issuance of due notice to all concerned, as well as for making the required logistic arrangements and providing the required logistic support.
- iv. While making such visits the Commission shall depend on the concerned Deputy Commissioner / Superintendent of Police for making the required security arrangements and providing the required security to the visiting Commission and entourage.

D. Visits of the Commission to Other States:

- i. The Commission shall endeavour to visit the State Government Establishments located outside the State to hear the Officers and Staff of the State and their Service Association Units, if any, on Service related matters.
- ii. The Commission, may visit, Other States of the Union including New Delhi for understanding the comparative approaches and the principles being followed by the Pay Commissions of such States, if any.

E. Questionnaire:

- i. The Commission shall obtain information on all issues relating to Service matters, existing pay structure and all Service related matters of State Government employees from all Departments/Directorates, their Sub-ordinate Officers, the Service Associations, and other interested parties/ individuals, through a suitable Questionnaire/Supplementary Questionnaire to be drawn up and approved by the Commission.
- ii. The concerned Departments/Directorates, their Sub-ordinate Offices, Service Associations and other interested parties/individuals shall be provided one month's time to furnish the required information, as per Questionnaire.
- iii. The Commission shall examine the information submitted in response to the Questionnaire/Supplementary Questionnaire (if any) by all concerned, and then proceed to hold hearings/discussions with all Departments/Directorates, their Sub-ordinate Offices, the Service Associations and Other interested parties / individuals, at such locations and on such date(s)/ time as may be decided by the Commission and intimated to all concerned, giving at least ten days clear notice for such hearing(s)/discussion.

F. Residual Matters:

Procedures to be followed by the Commission in respect of all issues not covered by the above mentioned procedures, will be decided from time to time by the Chairman, and reported to the Commission at its subsequent meeting.

G. Classification of Records:

- i. All deliberations, discussions, notes and related records of the Commission shall be deemed and classified to be **CONFIDENTIAL** till the Commission submits its Final Report to the State Government.

(P.J. Bazeley)
Chairman,
Fifth Meghalaya Pay Commission

Memo No.MPC-5/5/2016/17/2-A

Dated, Shillong the 2nd August, 2016

Copy to:-

1. P.S. to Chairman, Fifth Meghalaya Pay commission.
2. All Members, Fifth Meghalaya Pay Commission.

(Sanjay Goyal)
Secretary,
Fifth Meghalaya Pay Commission



FIFTH MEGHALAYA PAY COMMISSION

Questionnaire

Questionnaire for inviting suggestions/comments from State Government Departments, Heads of Directorates, Service Associations / Groups, Other Organisations, interested Individuals and other Interest Groups.

You are requested to furnish :-

- (i) Name
(Head of Administrative Department / Heads of Department / Head of Office / Head of Association/ Groups/ Individuals).
- (ii) Designation :
- (iii) Complete Postal Address :
- (iv) Complete e-mail ID :
- (v) Restate your e-mail ID :
- (vi) Land Line No :
- (vii) Mobile No (s) :
- (viii) Strength of Membership of your Association / Group.
(in respect of Associations/Groups).
- (ix) Please intimate whether you would like to appear personally before the Pay Commission to support and/or amplify your views/suggestions.

General: Pay, Pay Structure & Methodology for determination

1. Any assessment of the financial resources available to the State Government for meeting the commitment on account of revision of scales of pay and allowances has to be made based upon the socio-economic condition of the State, the resource potential, the State Domestic Product, the per capita income of the State, and the rational demands for plan and non-plan expenditure.
 - 1.1. What are your considered views on the matter with particular reference to the followings:-

- (a) What should be the desirable ratio between the expenditure on total emoluments and the total revenues of the State?
- (b) Would you advocate further resource mobilisation by way of additional taxation to meet the additional commitment on the salary bill? If so, please spell out the measures that you would suggest.
- (c) What is your assessment of the realistic scope for effecting economy in Government expenditure?
- (d) What are your detailed suggestions in this regard, if any?
- (e) Do you feel that introduction of contract/part-time employment and use of modern Information Technology enabled services / processes/ equipment with consequent reduction of man-power would bring about economy in Government expenditure?

2. Principles of pay determination :

2.1. Do you have any suggestion regarding the broad principles of pay determination, keeping in view the macro economic development of the State, the resultant resource base, the ratio of salaries, and the inter-service relationships?

2.2. If so, please state your suggestion(s) with adequate justification in support thereof.

3. Are you comfortable with the existing pay structure applicable to your Officials / Staff / Members?

3.1. If not, Why not?

3.2. What is the alternative pay structure you would like to suggest for your Officials / Staff / Members and Why?

3.3. Justify your proposal with full details.

4. Pay Structure :

4.1. Do you consider that there is need and scope for a further rationalization and simplification of the pay structure?

4.2. If so, please give your detailed suggestions with full justification.

5. Concept of Minimum Wage :

5.1. What is your concept of minimum wage?

5.2. What criteria do you suggest to determine the minimum wage?

5.3. What methodology would you suggest to assess the need based minimum wage?

5.4. Quantify your proposal in monetary terms?

5.5. Do you consider that the minimum wage should be co-related to per capita income of the State ?

- 5.6. If so, in what manner should it be co-related?
- 5.7. Give detailed reasons to support your suggestion.
- 5.8. The present starting Pay of Group 'D' employees of the State Government is Rs.6,500.00 per month, besides Dearness Allowance as on date at the rate of 113% amounting to Rs.7,345.00, totaling to Rs.13,845.00.
 - i. Do you consider that this amount reflects an adequate minimum pay?
 - ii. If not, give detailed reasons to justify why it is not adequate?
 - iii. In such event, what do you suggest as the starting pay of Group 'D' State Government employees which would reflect an adequate minimum pay? Give detailed calculations to justify your suggestion.

6. Maximum : Minimum Pay Ratio :

- 6.1. What do you suggest as the optimum reasonable ratio between the minimum basic pay and the maximum basic pay of State Government employees?
- 6.2. Give reasons to justify your suggestion.

7. Parity of Pay Scales :

- 7.1. Do you consider the present parities in the pay scales of comparable services/cadres/posts under the State Government to be reasonable?
- 7.2. If there are any anomalies or disparities in the pay scales of comparable services/cadres/posts under the State Government which need rectification, please give details of such anomalies or disparities and suggest how these can be best resolved.

8. Rationality of Pay Scales :

- 8.1. Do you consider the existing comparative pay structure of various State Services /Cadres to be rational?
- 8.2. If not, please state what according to you should be a more rational pay structure?
- 8.3. Do you have any comments to make on the comparative pay scales of technical and non-technical staff?

9. Span of time scales :

- 9.1. Do you consider the span of the 'time scales' of the existing pay structure to be reasonable and rational?
- 9.2. If not, Why not?
- 9.3. What are your alternate suggestions with full justification?
- 9.4. What in your view should be the minimum increment and what should be the relationship between increments within the scale and of the succeeding higher scale(s)?

10. Assured Career Progression Scheme :

- 10.1. Do you consider that the existing Assured Career Progression Scheme has reduced the impact of stagnation, or not?
- 10.2. If not, state the problem and suggest an alternate Assured Career Progression Scheme which would reduce the impact of stagnation.

11. Fitment in revised Pay Scale :

- 11.1. Do you have any suggestion on how pay in a revised scale should be fixed?
- 11.2. Should there be point-to-point fixation?
- 11.3. Do you feel that the provisions of the 'proviso to Rule 7' of the Meghalaya Services (Revision of Pay) Rules 2009 has adequately addressed the anomalies relating to fitment within a Revised Pay Scale?
- 11.4. If not, please suggest an alternative methodology which would resolve such anomalies, with full justification therefor.
- 11.5. What do you suggest as the date from which the Revised Pay scales and all other recommendations of the Commission may be made effective? Give full justification for such date.

12. Dearness Allowance :

- 12.1. The State Government presently follows the pattern of Dearness Allowance granted by the Central Government to its' employees. Do you support this pattern?
- 12.2. If not, Why not? Give reasons.
- 12.3. Do you consider that a periodic merger of Dearness Allowance with pay, either wholly or in part, is desirable ? If so, state why?
- 12.4. What measures would you suggest to protect the real income of salaried employees from inflation?

13. House Rent Allowance :

- 13.1. Would you like to suggest any modifications in the existing terms, conditions and rates of House Rent Allowance in the State?
- 13.2. If so, please state what modification(s) you suggest giving detailed justification for such modification.

14. Medical Allowance :

- 14.1. Would you like to suggest any modifications in the existing terms, conditions and rates of Medical Allowance in the State?
- 14.2. If so, please state what modification(s) you suggest giving detailed justification for such modification.

15. Hill Compensatory Allowance :

15.1. Would you like to suggest any modifications in the existing terms, conditions and rates of Hill Compensatory Allowance in the State?

15.2. If so, please state what modification(s) you suggest giving detailed justification for such modification.

16. Winter Allowance :

16.1. Would you like to suggest any modifications in the existing terms, conditions and rates of Winter Compensatory Allowance in the State?

16.2. If so, please state what modification(s) you suggest giving detailed justification for such modification.

17. Risk Allowance (if applicable):

17.1. Would you like to suggest any modifications in the existing terms, conditions and rates of Risk Allowance (if applicable) ?

17.2. If so, please state what modification(s) you suggest giving detailed justification for such modification.

18. City Compensatory Allowance (where applicable).

18.1 Would you like to suggest any modification(s) to the existing terms, conditions and rates of City Compensatory Allowance (where applicable)?

18.2 If so, please state what modification(s) you suggest, giving detailed justification for such modification.

19. Other Allowance(s) :

19.1. Would you like to suggest any modification(s) to the existing terms, conditions and rates of any other existing Allowance(s)?

19.2. If so, please state what modification(s) you suggest, giving detailed justification for such modification.

20. License Fee.

20.1. Do you consider the existing pattern and rates of license fee for allotted State Government accommodation to be reasonable?

20.2. If not, please state what modification(s) you suggest, giving detailed justification for such modification.

21. Pension and Retirement Benefits.

21.1. Do you have any suggestion on the existing retirement benefits / pension including family pension, applicable to State Government employees who joined service prior to the 01st April 2010?

21.2. If so, please state your suggestion(s) supported by detailed justification therefor.

21.3. Do you have any suggestion in respect of the retirement benefits applicable to the State Government employees who joined service on or after 01st April, 2010?

21.4. If so, please state your suggestion(s) supported by detailed justification therefor.

22. Basis of Calculation of Retirement Benefits

22.1. Do you feel that the existing practice of retirement benefits being based on the last six months average emoluments (including Personal Pay, Special Pay and Technical Pay) as on the date of retirement, is fair and rational?

22.2. If not, state your suggested modification in respect of this practice with detailed justification therefor.

23. Ceiling of Pension, Gratuity etc.

23.1. Do you find the existing ceiling of pension, family pension, death-cum-retirement gratuity, to be fair and reasonable?

23.2. If not, what modification(s) would you like to suggest. Give detailed justification for such modification.

24. Commutation of Pension:

24.1. Do you feel that the present terms of commutation of pension is reasonable and fair?

24.2. If not, please state what modification(s) you suggest giving detailed justification therefor.

24.3. Do you find the present practice of restoration of the commuted value of pension to full value, after 15 years of retirement to be fair and reasonable?

24.4. If not, what are your suggestions in this regard. Support your suggestion(s) with detailed justification.

25. Conditions of Service, facilities and amenities :

25.1. Do you feel that the present practice of granting 'Special Pay' to certain post(s) is discriminatory?

25.2. If so, Why? Give detailed reasons to support your contention.

25.3. What alternative pattern would you suggest to compensate the special/arduous nature of tasks which have to be performed by such post(s) to which a Special Pay has been granted as at present? Give reasons and justification therefor.

- 25.4. Do you have any suggestion on the grant of additional financial benefit to State Govt. Employees having higher / special qualification(s) which are above the minimum qualification prescribed for such post(s)?
- 25.5. If so, please state your detailed suggestions in this regard giving full justification therefor.
- 25.6. Presently the State Employees are classified into four groups, namely Group A, Group B, Group C and Group D, based on their pay scales. Would you like to suggest any changes in the above classification?
- 25.7. If so, state your suggestion(s) in this regard with detailed justification.
- 25.8. Do you feel that the existing differential in the scales of pay applicable to State Government Employees working in the State Secretariat, the Heads of Departments, the District, Sub-divisional and Subordinate Offices, are reasonable ?
- 25.9. If not, what are your suggestion(s) in this regard. Give full justification therefor.
- 25.10. Do you have any suggestion relating to the existing terms and conditions for payment of Honorarium and Overtime Allowance to State Government employees?
- 25.11. If so, please state your suggestions with full justification therefor.
- 25.12. Do you feel that the existing limitation(s), terms and conditions for grant of long term loan and short term loans and advances to State Government employees, (such as House Building Advance, House Repairing Advance, Motor Car etc Advance, Children's Education Advance) are reasonable?
- 25.13. If not, Why not? Give reasons to justify your views on the matter.

26. Age of Superannuation :

- 26.1. Do you feel that the existing age of superannuation of different Groups of State Government employees are reasonable?
- 26.2. If not, Why not? Give reasons.
- 26.3. What do you suggest as the reasonable age of superannuation for each of the four existing Groups (namely Group A, Group B, Group C and Group D) of State Government employees? Give justification.

27. Incentives for improvement of professional competence :

- 27.1. Do you have any suggestion on Incentives to be granted for enhancing the professional skills and competence of State Government employees.
- 27.2. If so, please state your detailed suggestions in this regard with justification therefor.

28. Promotions :

- 28.1. Do you find the existing principles, terms and conditions for departmental promotions to be fair and reasonable?
- 28.2. If not, Why not?
- 28.3. State what modification(s) you suggest to the existing principles, terms and conditions for departmental promotions, including promotions based on acquirement of enhanced or higher Qualifications / Skills?

29. Efficiency Bar :

- 29.1. Do you find the existing system of Efficiency Bars in the pay structure of State Government employees (where applicable) to be justified?
- 29.2. If not, Why not? Give detailed justification to support your view.
- 29.3. Would you like to suggest an alternative mode to achieve the same objective of encouraging enhancement of working skills and professional commitment of employees?

30. Periodic Assessment of Employees :

- 30.1. Do you find the existing system of assessing the performance of State Government employees through recording of an Annual Confidential Report on their performance, to be fair and useful?
- 30.2. If not, Why not? Give detailed justification to support your view.
- 30.3. Would you like to suggest an alternative mode of assessing the performance of State Government employees, to achieve the same objective of encouraging enhancement of working skills and professional commitment of employees?

31. Ancillary Matters :

- 31.1. Do you feel that there are any significant service concerns of State Government employees which have not been adequately covered by issues raised in this Questionnaire?
- 31.2. If so, please state all such significant service concerns with your detailed suggestions thereon, giving full justification for each such suggestion.

32. E-governance :

- 32.1. Do you have any suggestion on introduction of fuller e-governance measures in respect of public service which have significant frequent impact on the effectiveness of the delivery system of such services?
- 32.2. Please give reasons to justify your suggestion(s).

33. Human Resource Development :

- 33.1. Do you have any suggestion for purposeful and effective human resource development and training for increasing the required professional skills and capacities of State Government employees, for enhanced standards of governance?
- 33.2. If so, please state your suggestions in this regard with full justification.

34. Work Schedule :

- 34.1. What are your views on the state of office attendance, discipline, punctuality, public-responsiveness and work ethics in your organization?
- 34.2. Are they satisfactory?
- 34.3. If not, what are your suggestions for improving these cardinal qualities of public service?
- 34.4. Do you have any suggestions on the present pattern of 5-day working week with reference to the effectiveness and timely delivery of public services?
- 34.5. If so, please state your detailed suggestion(s) with justification.
- 34.6. Do you have any suggestions on the present pattern of Office hours, namely 10.00 a.m to 5.00 p.m during summer season and 10.00 a.m to 04.30 p.m during winter season.
- 34.7. If so, please state your detailed suggestion(s) with justification.
- 34.8. Do you have any suggestions on the present pattern of Gazetted and other State Government Holidays?
- 34.9. If so, please state your detailed suggestion(s) with justification.

35. New Concepts :

- 35.1. Do you have any suggestion(s) on any of the following emerging concepts –
 - 35.1.1. Contractual Employment on full-time / part-time basis;
 - 35.1.2. Flexible working hours; subject to putting in a minimum of 35 working hours a week;
 - 35.1.3. Flexible work station including working from home;
 - 35.1.4. Modernization including mechanization of working conditions with a view to reduce the requirement of human resources;
 - 35.1.5. Lateral movement of State Government employees across State Government Organizations including PSU's;

- 35.1.6. Lateral movement of State Government employees across State Government and Private Sector Organizations;
- 35.1.7. Temporary migration of State Government employees on contractual basis to other Organizations;
- 35.1.8. Outsourcing of non-sovereign Government Services / functions.

36. Residual Matters :

- 36.1. Do you have any other concerns, grievances, suggestions on Service matters not covered by this Questionnaire?
- 36.2. If so, kindly state these concerns, grievances, suggestions on Service matters, with details thereof, including your suggestions for their resolution.

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**GOVERNMENT OF MEGHALAYA
FIFTH MEGHALAYA PAY COMMISSION**

No.MPC-5/6/2016-17/21

.....
Dated Shillong, the 12th August, 2016

From :- Shri Sanjay Goyal, IAS,
Secretary,
Fifth Meghalaya Pay Commission,
Shillong.

To,

1. All Administrative Departments.
2. All Heads of Departments.
3. All Deputy Commissioners/Sub-Divisional Officers (Civil).
4. All Superintendents of Police.
5. All Services Associations.
6. General Secretary, Meghalaya Pensioners Association.
7. General Secretary, Meghalaya State Govt. Employees Federation.

Subject :- Questionnaire.

Sir/Madam,

As you may be aware, the Fifth Meghalaya Pay Commission has been constituted vide Government Resolution No. F(PR)-15/2015/17 dated 25.7.2016 with a view to go into various issues relating to structure of emoluments, conditions of service, retirement benefits, etc. of the government employees. A copy of Notification No. MPC-5/6/2016-17/1 dated 8th August, 2016 containing, inter alia, the terms of reference of the Pay Commission is enclosed along with a set of Questionnaire seeking considered views of all stakeholders.

In view of the limited time fixed by the Government for the Commission to submit its Report, you are requested to furnish replies to the Questionnaire so as to reach the Office of the Commission on or before **16th September, 2016 positively**, by e-mail or by post or in soft copies at the address given below. Departments are urged to send their replies in Hard as well as Soft copies.

The Secretary,
Fifth Meghalaya Pay Commission,
State Guest House Complex (Taraghar),
Ward's Lake Side,
Shillong – 793001.

Email: fifthmpc-meg@gov.in.

Website: 5mpc.nic.in.

Yours faithfully,

(Sanjay Goyal)
Secretary,
Fifth Meghalaya Pay Commission.

**List of Service Associations/Administrative Departments/Heads of Departments/
District Offices/Individuals/Groups of Individuals who submitted Replies to
Questionnaire**

| Sl. No. | Service Associations |
|----------------|---|
| 1. | All Meghalaya PWD Section Assistant Association |
| 2. | Meghalaya Survey Surveyors Service Association |
| 3. | All Meghalaya Motor Vehicles Inspectors Association |
| 4. | Meghalaya Supply Executive Staff Association |
| 5. | Meghalaya Forests Rangers Service Association |
| 6. | Meghalaya Local Fund Audit Service Association |
| 7. | Meghalaya Election Enumerators Service Association |
| 8. | Meghalaya B.Sc. Nursing (Basic) Government Employees Association |
| 9. | Meghalaya Government Press Industrial Employees Association |
| 10. | Meghalaya Government Drivers Welfare Association |
| 11. | Meghalaya Government Nursing Service Association |
| 12. | Trained Nurses' Association of India, Meghalaya State Branch |
| 13. | Meghalaya A.H. & Veterinary Subordinate Technical Staff Association |
| 14. | Deputy Commissioner Staff Welfare Association, East Khasi Hills |
| 15. | Meghalaya Social Welfare Officers' Association |
| 16. | Meghalaya Taxation Officers' Service Association |
| 17. | Meghalaya Finance Service Association |
| 18. | All Meghalaya Sericulture Sub- Ordinate Technical Staff Association |
| 19. | Meghalaya Secretariat Service Typists' Association |
| 20. | Meghalaya Government Pharmacists Association |
| 21. | Meghalaya Excise Officers' Association |
| 22. | Meghalaya Medical Services Association |
| 23. | Meghalaya Public School Teachers' Service Association |
| 24. | Meghalaya Engineering Service Association |
| 25. | All Meghalaya Government ANM & LHV Association |
| 26. | All Garo Hills Contingency Menial Association |

| | |
|-----|---|
| 27. | All Meghalaya Supervisors & Assistant CDPOs Association |
| 28. | Technical Employees Association, Directorate of Economics & Statistics |
| 29. | Meghalaya Treasury Accounts Service Association |
| 30. | Meghalaya Mineral Resources Gazetted Officers Service Association |
| 31. | Meghalaya Civil Service Association |
| 32. | Meghalaya Veterinary Service Association |
| 34. | All Meghalaya Primary School Teachers' Association |
| 35. | Meghalaya Accounts Service Association |
| 36. | Meghalaya Border Areas Development Officers Association |
| 37. | Meghalaya Soil & Water Conservation Rangers (Overseer/ Draughtsman) Service Association |
| 38. | Meghalaya Government College Teachers Association |
| 39. | Meghalaya Gram Sevak Association |
| 40. | Meghalaya School Service Association |
| 41. | Meghalaya Soil & Water Conservation Technical Employees Service Association |
| 42. | Meghalaya State Government Employees Federation |
| 43. | Meghalaya Forests Service Officers Association |
| 44. | Meghalaya Government Primary School Teachers' Association |
| 45. | Meghalaya Heads of Departments Ministerial Employees Association |
| 46. | Meghalaya Soil Conservation Field Staff Association (Non- Gazetted) |
| 47. | Meghalaya Secretariat Service Association |
| 48. | Jaintia Hills Government Primary School Teachers Association |
| 49. | Meghalaya Food & Civil Supplies Accounts Staff Service Association |
| 50. | Meghalaya Finance (EA) Service Association |
| 51. | Meghalaya Higher Secondary School Service Association |
| 52. | Meghalaya Non Gazetted Forests Field Staff Service Association |
| 53. | Meghalaya Ayush Medical Service Association |
| 54. | Meghalaya Fishery Field Staff Service Association |
| 55. | Meghalaya Cooperative Officer Association |
| 56. | Meghalaya Grade-IV Government Employees Association |
| 57. | Meghalaya Diploma Engineers Service Association |
| 58. | Meghalaya Stenographers Service Association |

Report of the Fifth MPC

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| 59. | Meghalaya Medical Specialist Service Association |
| 60. | Meghalaya Soil & Water Conservation Rangers Association |
| 61. | Meghalaya Agriculture Technical Government Employees Service Association |
| 61. | Meghalaya Pensioners' Association |
| 63. | Meghalaya Sericulture Technical Service Association |
| 64. | Meghalaya Agriculture Engineering (Mech.) Subordinate Employees Association |
| 65. | Meghalaya Fishery Officers Service Association |
| 66. | Meghalaya Planning Service Association |
| 67. | All Meghalaya District Ministerial Officers Association |
| 68. | All Meghalaya ANM Association, Garo Hills Unit, Tura |
| 69. | All Garo Hills ANM/LHV Association |
| 70. | Tura Civil Hospital Grade-IV Association, Tura |
| 71. | All Garo Hills Grade-IV Association, Tura Unit |
| 72. | All Garo Hills Grade-IV Association, Ampati Unit |
| 73. | All Garo Hills Grade-IV Association, Baghmara Unit |
| 74. | Meghalaya Medical Laboratory Technician Association, Garo Hills Unit, Tura |
| 75. | Meghalaya Malaria Government Field Staff Association |
| 76. | Meghalaya Employment Officers Service Association |
| 77. | Meghalaya Tourism Officers Service Association |
| Individuals/Group of Individuals | |
| 1. | Officers of the Meghalaya Labour Service |
| 2. | Assistant Librarian, St. Edmund's College, Shillong |
| 3. | Group of Government Employees under the New Pension Scheme |
| 4. | Meghalaya Dairy Officers, Directorate of A.H. & Veterinary Department |
| 5. | Group of Laboratory Assistants & Microscopists, Surgeon Superintendent, Civil Hospital |
| 6. | Smti. Marigold Sohliya, Private Secretary to Minister |
| 7. | Devistone Swer, Assistant Drugs Controller, Licensing & Controlling Authority |
| 8. | Principal, Shillong Polytechnic |
| 9. | Shri Phrankupar Nongbet, Stenographer Grade-II , PA to Chairman MCRM |
| 10. | Technical Officers, Directorate of Sports & Youth Affairs |

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| 11. | Shri W. L. Buam, System Engineer, i/c State Computer Cell, Programme Implementation & Evaluation Department |
| 13. | Shri Elvis Presley S. Sangma, Laboratory Technician, Blood Bank, Tura Civil Hospital |
| 14. | Shri Ramul Kyndiah, Senior Reader, Meghalaya Legislative Assembly, Press Wing |
| 15. | Group of Enforcement Inspectors, Transport Department |
| 16. | Group of Pupil Teachers, Pine Mount School |
| 17. | Smti Evapynsuklin Hynniewta, Librarian, Jowai Polytechnic |
| 18. | Smti D. Marwein, Deputy Librarian, State Central Library |
| 19. | Smti H. Dkhar, Statistical Officer, Directorate of Fisheries |
| 20. | Shri F. G. Laloo, Deputy Secretary, Housing Department |
| 21. | Officers of the Meghalaya Legal Service |
| 22. | Tourist Officer, Umling, Ri-Bhoi District |
| 23. | Tourist Officer, Mawkdok Tourist Centre |
| 24. | Tourist Officer, O/o the Deputy Director of Tourism, Tura |
| 25. | Tourist Officer, South Garo Hills, Baghmara |
| 26. | Tourist Officer, East Garo Hills, Williamnagar |
| 27. | Tourist Officer, North Garo Hills, Resubelpara |
| 28. | Tourist Officer, Tourist Information Centre, Khliehriat |
| 29. | Tourist Officer, Tourist Information Centre, Rehabari, Guwahati |
| 30. | Tourist Officer, South West Garo Hills, Ampati |
| 31. | Tourist Officer, Tourist Information Centre, Nongpoh |
| Administrative Departments | |
| 1. | Finance (AF) Department |
| 2. | Information Technology & Communications Department |
| 3. | Secretariat Administration (Establishment) Department |
| 4. | Finance (Establishment) Department |
| 5. | Printing & Stationery Department |
| 6. | Finance (Pension Cell) Department |
| 7. | Election Department |
| 8. | Cooperation Department |
| 9. | Food Civil Supplies & Consumer Affairs Department |

Report of the Fifth MPC

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| 10. | Water Resources Department |
| 11. | Governor's Secretariat |
| 12. | Programme Implementation & Evaluation Department |
| 13. | Secretariat Administration (Accounts) Department |
| 14. | Secretariat Administration (Nazarat) Department |
| 15. | Personnel & Administrative Reforms Department |
| 16. | Civil Defence & Home Guards Department |
| 17. | Prisons Department |
| 18. | Public Works (R&B) Administration Branch |
| 19. | Animal Husbandry & Veterinary Department |
| 20. | Meghalaya Legislative Assembly Secretariat |
| 21. | Cabinet Affairs Department |
| 22. | Labour Department |
| Heads of Departments | |
| 1. | Directorate of Local Fund Audit |
| 2. | Inspectorate of Electricity |
| 3. | Directorate of Accounts & Treasuries |
| 4. | Controller of Legal Metrology |
| 5. | Directorate of Information & Public Relations |
| 6. | Directorate of School Education & Literacy |
| 7. | Directorate of Civil Defence & Home Guards |
| 8. | Chief Engineer, PWD (Roads) |
| 9. | Directorate of Social Welfare |
| 10. | Directorate of Agriculture |
| 11. | Directorate of Health Services (Research etc) |
| 12. | Directorate of Mineral Resources |
| 13. | Chief Engineer, Water Resources |
| 14. | Directorate of Border Areas Development |
| 15. | Directorate of Food Civil Supplies & Consumer Affairs |
| 16. | Labour Commissioner |
| 17. | Chief Engineer, PWD (B) |

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| 18. | Directorate of Programme Implementation & Evaluation |
| 19. | Directorate of Economics & Statistics |
| 20. | Directorate of Animal Husbandry & Veterinary |
| 21. | Directorate of Sericulture & Weaving |
| 22. | Principal Chief Conservator of Forests |
| 23. | Directorate of Community & Rural Development |
| 24. | Directorate of Health Services (MCH&FW) |
| 25. | Directorate of Housing |
| 26. | Directorate General of Prisons |
| 27. | Directorate of Soil & Water Conservation |
| 28. | Commissioner for Persons with Disabilities |
| 29. | Chief Inspector of Boilers & Factories |
| 30. | Directorate General of Police |
| 31. | Directorate of Printing & Stationery |
| 32. | Directorate of Arts & Culture |
| 33. | Director, Sainik Welfare |
| 34. | Directorate of Tourism |
| 35. | Directorate of Land Records & Survey |
| 36. | Commissioner of Division for Khasi, Jaintia Hills & Ri-Bhoi Districts |
| 37. | Registrar of Cooperative Societies |
| 38. | Directorate of Fisheries |
| 39. | Inspector General of Registration & Superintendent of Stamps |
| 40. | Commissioner of Excise |
| 41. | Directorate of Higher & Technical Education |
| 42. | Meghalaya Administrative Training Institute |
| 43. | Commissioner of Transport |
| 44. | Directorate of Commerce & Industries |
| 45. | Commissioner of Taxes |
| 46. | Directorate of Educational Research & Training |
| 47. | Chief Engineer, Public Health Engineering |
| 48. | Directorate of Health Services (MI) |

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| 49. | Directorate of Employment & Craftsmen Training |
| 50. | Meghalaya House, Guwahati |
| 51. | Meghalaya House, Mumbai |
| 52. | Meghalaya House, New Delhi |
| 53. | Meghalaya House, Vellore |
| 54. | Meghalaya House, Kolkatta |
| District/Subordinate Offices | |
| 1. | Sohra Government College, Sohra |
| 2. | O/o the Superintendent of Police, Ri-Bhoi District, Nongpoh |
| 3. | 3 rd MLP Battalion, Khliehtyrshi, Jowai |
| 4. | O/o the Administrative Medical Officer, Employees State Insurance Scheme |
| 5. | Tribal Research Institute, Directorate of Arts & Culture |
| 6. | Meghalaya Legislative Assembly Press, Shillong |
| 7. | O/o the Superintendent of Police, South West Garo Hills, Ampati |
| 8. | College of Teacher Education, West Garo Hills, Tura |
| 9. | O/o the Sub- Divisional Officer (Supply) Amlarem Sub Division |
| 10. | State Disaster Management Authority, Shillong |
| 11. | Monitoring cum Evaluation Officer, Meghalaya Agriculture Economic Service |
| 12. | Meghalaya Public Service Commission |
| 13. | O/o the Sub-Divisional Officer (Excise), Amlarem Sub-Division |
| 14. | O/o the District & Sessions Judge, Shillong |
| 15. | O/o the Executive Engineer, PWD (R), Mechanical Division, Tura |
| 16. | Tura Public School |
| 17. | O/o the Medical Superintendent, Tirot Singh Memorial Hospital, Mairang |
| 18. | O/o the District Medical & Health Officer, South West Garo Hills, Ampati |
| 19. | O/o the Joint Director of Health Services, Civil Hospital, Shillong |
| 20. | O/o the District Medical & Health Officer, West Jaintia Hills, Jowai |
| 21. | O/o the Medical Superintendent, District Maternity & Child Hospital, West Garo Hills, Tura |
| 22. | O/o the District Medical & Health Officer, East Jaintia Hills, Khliehriat |
| 23. | O/o the District Medical & Health Officer, Ri-Bhoi District, Nongpoh |
| 24. | O/o the District Malaria Officer, East Khasi Hills, Shillong |

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| 25. | O/o the District Medical & Health Officer, East Khasi Hills, Shillong |
| 26. | O/o the State Tuberculosis Officer, Shillong |
| 27. | O/o the Executive Engineer, Health Engineering Wing, Directorate of Health Services, Shillong |
| 28. | 41 Meghalaya Arty Bty NCC, Shillong |
| 29. | Pine Mount School, Shillong |
| 30. | Jowai Public School, Jowai |
| 31. | Shillong Public School, Shillong |
| Deputy Commissioner/Sub-Divisional Offices | |
| 1. | Deputy Commissioner, West Khasi Hills, Nongstoin |
| 2. | Deputy Commissioner, Ri- Bhoi, Nongpoh |
| 3. | Deputy Commissioner, West Garo Hills, Tura |
| 4. | Deputy Commissioner, South Garo Hills, Baghmara |
| 5. | Deputy Commissioner, West Jaintia Hills, Jowai |
| 6. | Deputy Commissioner, East Khasi Hills, Shillong. |
| 7. | Deputy Commissioner, North Garo Hills, Resubelpara |
| 8. | Sub Divisional Officer (Civil), Mairang Sub Division |
| 9. | Sub Divisional Officer (Civil), Dadenggre Sub Division |
| 10. | Sub Divisional Officer (Civil), Sohra Sub Division |

**GOVERNMENT OF MEGHALAYA
FIFTH MEGHALAYA PAY COMMISSION**

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NOTIFICATION

No.MPC-5/6/2016-17/1

Dated Shillong, the 8th August, 2016

The Fifth Meghalaya Pay Commission has been constituted by the Government of Meghalaya vide its Resolution No.F(PR)-15/2015/17 dated Shillong, the 25th July, 2016 with the following terms of reference:-

- (i) To examine the existing structure of emoluments and conditions of service of different categories of Government employees and recommend changes/revision that may be feasible and desirable, keeping in view the inter-service relationships, the resources of the State and other relevant factors.
- (ii) To recommend a comprehensive pay package that would be suitably linked to promoting efficiency, productivity and economy through rationalization of structures, organization and systems within the Government, by taking into account the existing amenities and facilities admissible to State Government employees such as Dearness Allowance, Medical Allowance, House Rent Allowance, Hill Allowance, Travelling Allowance, Winter Allowance, Compensatory Allowances, Special Pay, etc.
- (iii) To examine the existing structure of pension, death-cum-retirement gratuity, family pension and other terminal or recurring benefits and make recommendations relating thereto which may be feasible and desirable.
- (iv) To examine the desirability and the need for consideration of relief of interim character in case of increase in the cost of living during the deliberation of the Commission and to make recommendations as may be considered desirable and feasible.
- (v) To make recommendations on each of the foregoing, having regard, among others factors, to the prevailing pay structure and retirement benefits available under the Central Government and the State Governments of the region in particular, and other State Governments in general, availability of the resources of the State Government and the need for overall development in the State.
- (vi) To examine such other relevant and incidental matters as may be referred to the Commission by the Government.

2. A Memorandum concerning the issues reflected in the terms of reference is invited from all Administrative Heads, all Heads of Department, Service Associations, Institutions, Organisations and Interested Individuals within **14th October, 2016** to be sent to the Commission's address mentioned below.

3. The Commission would also welcome suggestions and comments from all possible sources. A comprehensive but simple questionnaire has been framed

covering the mandate given to the Commission and is enclosed. The set of questionnaire will be available to the interested persons with effect from **16th August, 2016** from the Office of the Commission located at Room No.108 of the Additional Secretariat (Myntdu) Building till 31st August, 2016 and at State Guest House Complex (Taraghar), Ward's Lake Side, Shillong - 793001, thereafter.

4. The responses to the Questionnaire are invited from all Administrative Heads of the Departments, all Heads of Department, all District and Subordinate Offices, Service Associations, Institutions, Organisations and Interested Individuals.
5. The replies may please be specific to each question set out in the Questionnaire. One may reply to as many questions as one likes and may leave out such questions which are not relevant to the party responding. Response to each question should be written in a separate sheet quoting clearly the question number to which the answer relates.
6. An exclusive website shall also be available soon where the facility for downloading the Questionnaire and other relevant information will also exist.
7. Replies to the Questionnaire may please be sent latest by 16th September, 2016 by email or by post or in soft copies at the address below. All Government Departments are urged to send their replies in Hard as well as Soft copies.

The Secretary,
Fifth Meghalaya Pay Commission
State Guest House Complex (Taraghar), Wards' Lake Side.
Shillong – 793001.

Email: fifthmpc-meg@gov.in
Website: 5mpc.nic.in

By order of the Commission

(Sanjay Goyal)
Secretary,
Fifth Meghalaya Pay Commission

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List of Service Associations/Individuals/Groups of Individuals/Administrative Departments/Heads of Departments/ District Offices who submitted Memorandum

| Sl. No. | Service Associations |
|----------------|---|
| 1. | All Meghalaya PWD Section Assistant Association |
| 2. | Meghalaya Soil & Water Conservation Rangers (Overseer/Draughtsman) Service Association |
| 3. | All Meghalaya Multipurpose Health Workers Services Association |
| 4. | Meghalaya Non-Gazetted Forest Field Staff Association |
| 5. | Meghalaya Border Areas Development Officers Association |
| 6. | All Garo Hills Medical & Para Medical Staff Association |
| 7. | Meghalaya Forest Rangers Service Association |
| 8. | Meghalaya Ayush Medical Service Association |
| 9. | Meghalaya Veterinary Service Association |
| 10. | Meghalaya Secretariat Service Association |
| 11. | Meghalaya Fishery Field Staff Service Association |
| 12. | Meghalaya Soil Conservation Field Staff Association |
| 13. | Meghalaya State Government Employees Federation |
| 14. | Meghalaya Heads of Department Ministerial Employees Association |
| 15. | Meghalaya Government Nursing Service Association |
| 16. | Meghalaya Government Drivers' Welfare Association |
| 17. | Meghalaya Animal Husbandry & Veterinary Subordinate Technical Staff Association |
| 18. | Trained Nurses Association of India, Meghalaya State Branch |
| 19. | Jaintia Hills Government Primary School Teachers Association |
| 20. | Meghalaya Soil & Water Conservation Technical Employees Service Association |
| 21. | Meghalaya Library Association |
| 22. | Meghalaya School Service Association |
| 23. | Meghalaya Higher Secondary School Service Association |
| 24. | Technical Employees Association, Directorate of Economics, Statistics & Evaluation, Meghalaya |
| 25. | Meghalaya Survey Surveyors Service Association |

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| 26. | Meghalaya B.Sc. Nursing Service Association |
| 27. | Meghalaya Stenographers Service Association |
| 28. | Meghalaya Taxation Officers Service Association |
| 29. | All Meghalaya Grade –IV Government Employees Association |
| 30. | Meghalaya Secretariat Service Typists Association |
| 31. | Meghalaya Gram Sevak Association |
| 32. | Meghalaya Treasury Accounts Service Association |
| 33. | All Meghalaya Sericulture Sub-ordinate Technical Staff Association |
| 34. | Meghalaya Information Service Association |
| 35. | Meghalaya Government Press Industrial Employees Association |
| 36. | Meghalaya Pensioners' Association |
| 37. | Meghalaya Agricultural Technical Government Employees Service Association |
| 38. | Meghalaya Government Pharmacists Service Association |
| 39. | Meghalaya Local Fund Audit Service Association |
| 40. | Meghalaya Sericulture Technical Service Association |
| 41. | Meghalaya Planning Service Association |
| 42. | Meghalaya Civil Service Officers Association |
| 43. | Meghalaya Election Enumerators Service Association |
| 44. | All Meghalaya Motor Vehicle Inspectors Association |
| 45. | Ad hoc Committee of Meghalaya Retired College Teachers Association |
| 46. | Meghalaya Forests Service Officers Association |
| 47. | Meghalaya Accounts Service Association |
| 48. | Meghalaya Soil & Water Conservation Rangers Association |
| 49. | Meghalaya Diploma Engineers Service Association |
| 50. | Meghalaya Cooperative Officers Association |
| 51. | Meghalaya Social Welfare Officers Association |
| 52. | Meghalaya Government Primary School Teachers Association |
| 53. | Meghalaya Food & Civil Supplies Accounts Staff Service Association |
| 54. | Meghalaya Medical Laboratory Technician Association |
| 55. | Meghalaya Malaria Government Field Staff Association |
| 56. | All Meghalaya Supervisor & Assistant CDPO's Association |
| 57. | Meghalaya Finance Service Association |

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| 58. | Shillong Municipal Employees Association |
| 59. | Federation of All Meghalaya Ad hoc Secondary School Teachers Association |
| 60. | Meghalaya Sub-ordinate Agriculture/Horticulture Technical Employees Service Association. |
| 61. | Meghalaya Schools Inspecting Staff Association |
| 62. | Khasi Jaintia Deficit School Teachers Association |
| 63. | Meghalaya College Non-Teaching Employees Association |
| Individuals/Group of Individuals | |
| 1. | Members of Election Technical Service, Election Department |
| 2. | Smti Jaluba Kyndiah, Pharmacist, PHC Khatarshnong, East Khasi Hills |
| 3. | Smti Walchi D. Sangma, Pharmacist & Others, Garo Hills |
| 4. | Block Extension Educators/ District Extension Educators, Health Department |
| 5. | Shri Kyntiewbor Sohtun, Compiler, Directorate of Soil & Water Conservation |
| 6. | Smti Priska Kshiar , Drugs Inspector O/o the D.M.& H.O, South Garo Hills, Bagmara |
| 7. | Ministerial Staff, O/o the District & Sessions Judge, Shillong |
| 8. | Smti H. Rapphap, Assistant Librarian, O/o District & Session Judge |
| 9. | Group of DTP Operators, O/o the Directorate of Printing & Stationery |
| 10. | Group of Grade-IV Staff, Planning Department (Research Wing) |
| 11. | Group of Laboratory Assistants & Microscopists, Health Department |
| 12. | Librarian, State Central Library |
| 13. | Officers of Science & Technology Cell, Planning Department |
| 14. | Group of Employees, Reporting Branch & Debates (Editing) Branch, Meghalaya Legislative Assembly |
| 15. | Group of Pupil Teachers, Pine Mount School, Shillong |
| 16. | Principal, Tura Government College |
| 17. | Group of Assistant Teachers, Basic Training Centre, Thadlaskein |
| 18. | Shri Khabarson Nongsteng, Photographer, Directorate of A.H. & Veterinary |
| 19. | Shri R. Khonglam, Record Keeper, Directorate of A.H. & Veterinary |
| 20. | Smti Cornelia Lyngdoh, Cinema Operator, Directorate of A.H. & Veterinary |
| 21. | Smti Ibansaralin Kharshiing, Translator, Directorate of A.H. & Veterinary |
| 22. | Group of Fishery Officers, Fisheries Department |

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| 23. | Sub-Ordinate Technical Staff, Dairy Development, Directorate of A.H. & Veterinary |
| 24. | Meghalaya Dairy Officers, Directorate of A.H. & Veterinary |
| 25. | Inspecting Officers, O/o Chief Inspector of Boilers & Factories |
| 26. | Shri Yonderstar Dhar, Foreman, Meghalaya Legislative Assembly Press |
| 27. | Shri Balsin David A. Sangma, Manager, Meghalaya Legislative Assembly |
| 28. | Shri Ramul Kyndiah, Senior Reader, Meghalaya Legislative Assembly, Press Wing |
| 29. | Employees of the Meghalaya Legislative Assembly, Press Wing |
| 30. | Employees of the Meghalaya Legislative Assembly |
| 31. | Library Staff, Meghalaya Legislative Assembly |
| 32. | Smti N. Saiborne, Librarian, Meghalaya Legislative Assembly |
| 33. | OSD (Debates), Chief Reporter, Senior Reporter, Reporter of the Meghalaya Legislative Assembly |
| 34. | Staff of Legislation Branch, Meghalaya Legislative Assembly |
| 35. | Data Entry Operator, Meghalaya Legislative Assembly |
| 36. | Protocol Officer, Meghalaya Legislative Assembly |
| 37. | Receptionists, Meghalaya Legislative Assembly |
| 38. | Intercom Operators, Meghalaya Legislative Assembly |
| 39. | Marshal, Deputy Marshal, Watch & Ward Officer, etc of Meghalaya Legislative Assembly |
| 40. | Civilian Staff of NCC Group Headquarter, Shillong |
| 41. | Staff of Reid Provincial Chest Hospital |
| 42. | Meghalaya Police Service Officers |
| 43. | Technical Officers, Directorate of Sports & Youth Affairs |
| 44. | Deputy Librarian, State Central Library |
| 45. | Officers, Commissionerate of Labour |
| 46. | Shri B. Tiwari, Special Officer, I.T. & Communication Department |
| 47. | Group of Stenographer Instructors – Grade-II , ITI , Shillong, Tura, Jowai |
| 48. | Staff, O/o the Trade Adviser & Director of Movements, Meghalaya House, Kolkata |
| 49. | Amalgamated Assistant Teachers, Government Secondary/ Higher Secondary, Jowai |
| 50. | Assistant Drugs Controller, DHS (MI) |
| 51. | Smti W. Marwein, Nutritionist, ICDS Cell, Nongstoin |

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| 52. | Vice Principals, Langtor Higher Secondary School & Mairang Presbyterian Higher Secondary School |
| Administrative Departments | |
| 1. | Secretariat Administration (Accounts) Department |
| 2. | Information Technology & Communications Department |
| 3. | Housing Department |
| Heads of Departments | |
| 1. | Directorate of Agriculture |
| 2. | Directorate of Health Services (MCH & FW) |
| 3. | Chief Engineer, Water Resources |
| 4. | Inspectorate of Electricity |
| 5. | Directorate of Information & Public Relations |
| 6. | Directorate of Local Fund Audit |
| 7. | Directorate of School Education & Literacy |
| 8. | Directorate of Soil & Water Conservation |
| 9. | Directorate of Commerce & Industries |
| 10. | Directorate of Sericulture & Weaving |
| 11. | Registrar of Cooperatives Societies |
| 12. | Meghalaya House New Delhi |
| 13. | Directorate of Meghalaya Civil Task Force |
| District/Subordinate Offices | |
| 1. | O/o the Administrative Medical Officer, Employees State Insurance Scheme |
| 2. | Meghalaya Bharat Scouts & Guides |
| 3. | O/o the Deputy Commissioner, East Khasi Hills, Shillong |

Annexure : INT – 7

List of Associations who appeared before the Commissions

| Sl. No. | Service Associations |
|----------------|---|
| 1. | Meghalaya Election Enumerators Service Association |
| 2. | Meghalaya Diploma Engineers Service Association |
| 3. | Meghalaya Accounts Service Association |
| 4. | Meghalaya Local Fund Audit Service Association |
| 5. | All Meghalaya Motor Vehicle Inspectors Association |
| 6. | Meghalaya Sericulture Subordinate Technical Staff Association |
| 7. | Meghalaya Soil & Water Conservation Technical Employees Service Association |
| 8. | Meghalaya Agricultural Technical Government Employees Service Association |
| 9. | Meghalaya Animal Husbandry and Veterinary Subordinate Technical Staff Association |
| 10. | Meghalaya Soil Conservation Field Staff Association (Non-Gazetted) |
| 11. | Meghalaya State Government Employees Federation |
| 12. | Meghalaya Medical Service Association |
| 13. | Meghalaya Engineering Service Association |
| 14. | Meghalaya Heads of Departments Ministerial Employees Association. |
| 15. | Meghalaya Secretariat Service Typists Association |
| 16. | Meghalaya Planning Service Association |
| 17. | Meghalaya Civil Service Officers Association |
| 18. | Meghalaya Finance Service Association |
| 19. | Meghalaya Secretariat Service Association |
| 20. | Meghalaya Stenographers Service Association |
| 21. | All Meghalaya Grade-IV Government Employees Association |
| 22. | Technical Employees Association, Directorate of Economics, Statistics |
| 23. | Meghalaya Government Drivers Welfare Association |
| 24. | Meghalaya Co-Operative Officers Association |
| 25. | Meghalaya Government College Teachers Association |
| 26. | Meghalaya Treasury Accounts Service Association |
| 27. | Meghalaya Fishery Field Staff Service Association |

Report of the Fifth MPC

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| 28. | Meghalaya Pensioners Association |
| 29. | Meghalaya Library Association |
| 30. | Meghalaya Employment Officers Service Association |
| 31. | Meghalaya School Service Association |
| 32. | Meghalaya Veterinary Service Association |
| 33. | Meghalaya Government Primary School Teachers Association |
| 34. | Meghalaya Higher Secondary Schools Service Association |
| 35. | All Meghalaya Primary Schools Teachers Association |
| 36. | Meghalaya Border Areas Development Officers Association |
| 37. | Meghalaya Medical Specialists Service Association |
| 38. | Meghalaya Social Welfare Officers Association |
| 39. | Meghalaya Survey Surveyors Service Association |
| 40. | Meghalaya Forest Service Officers Association |
| 41. | Meghalaya Forest Rangers Service Association. |
| 42. | Meghalaya Soil & Water Conservation Rangers Association. |
| 43. | Meghalaya Soil & Water Conservation Rangers (Overseer/Draughtsman) Service Association |
| 44. | Meghalaya Supply Executive Staff Association. |
| 45. | Meghalaya Gram Sevak Association |
| 46. | Meghalaya Government Nursing Service Association |
| 47. | Meghalaya Government Pharmacists Association |
| 48. | Meghalaya Food & Civil Supplies Accounts Staff Service Association |
| 49. | Meghalaya Mineral Resources Gazetted Officers Service Association |
| 50. | Meghalaya Non-Gazetted Forest Field Staff Association |
| 51. | Meghalaya Excise Officers Association |
| 52. | Meghalaya Taxation Officers Service Association |
| 53. | Members of the Meghalaya Police Service |
| 54. | Meghalaya Public School Teachers Service Association |
| 55. | Meghalaya B.Sc. Nursing (Basic) Government Employees Association |
| 56. | Meghalaya Government Press Industrial Employees Association |
| 57. | The Trained Nurses Association of India, Meghalaya State Branch |
| 58. | All Meghalaya PWD Section Assistant Association |

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| 59. | All Meghalaya Supervisors & Assistant CDPOs Association |
| 60. | All Meghalaya Multipurpose Health Workers Service Association |
| 61. | Meghalaya Ayush Medical Service Association |
| 62. | Meghalaya Information Service Association |
| 63. | Meghalaya Sericulture Technical Service Association |
| 64. | Meghalaya Sub-ordinate Agriculture/Horticulture Technical Employees Service Association. |
| 65. | Meghalaya Medical Laboratory Technician Association, Shillong |
| 66. | Meghalaya Malaria Government Field Staff Association |
| 67. | Meghalaya Fishery Officers Service Association |
| 68. | Meghalaya Agriculture Economic Service |
| 69. | All Meghalaya Government ANM & LHV Association |
| 70. | Deputy Commissioner Staff Welfare Association |
| 71. | Shillong Municipal Employees Association |
| 72. | Ad hoc Committee of Meghalaya Retired College Teachers Association |
| 73. | Meghalaya School Inspecting Staff Association |
| 74. | Meghalaya Dairy Technology Service Association |
| 75. | Khasi Jaintia Deficit School Teachers Association |
| 76. | Federation of All Meghalaya Ad hoc Secondary School Teachers Association |
| 77. | Meghalaya College Non-Teaching Employees Association |
| 78. | Meghalaya Tourism Officers Service Association |

List of Individuals/ Group of Individuals who appeared before the Commission

| Sl. No. | Name of Individuals/ Group of Individuals |
|----------------|--|
| 1. | Officers of the Meghalaya Labour Service |
| 2. | Desk Top Publishing Operators, Directorate of Printing & Stationery |
| 3. | Election Technical Service, Election Department |
| 4. | Special Officer, Information Technology & Communications Department |
| 5. | Grade-IV Staff, Planning (Research Wing) |
| 6. | System Engineer, State Computer Cell, Programme Implementation & Evaluation Department |
| 7. | District Malaria Officer, East Khasi Hills |
| 8. | Shri Phrangkupar Nongbet, Stenographer Gr-II |
| 9. | Research Officers, Science & Technology Cell |
| 10. | Deputy Librarian, Sohra Government College |
| 11. | Administrative Medical Officer, Employees State Insurance Scheme |
| 12. | Marshal, Deputy Marshal, Watch & Ward Officer, Meghalaya Legislative Assembly |
| 13. | Nurses, Reid Provincial Chest Hospital |
| 14. | Pharmacist, PHC Khatarshnong |
| 15. | Compiler, Directorate of Soil & Water Conservation |
| 16. | OSD (Debates), Chief Reporter, Reporter, Meghalaya Legislative Assembly |
| 17. | Protocol Officer, Meghalaya Legislative Assembly |
| 18. | Librarian & Library Staff, Meghalaya Legislative Assembly |
| 19. | Senior Reader, Meghalaya Legislative Assembly Press |
| 20. | Manager, Meghalaya Legislative Assembly Press |
| 21. | Foreman, Meghalaya Legislative Assembly Press |
| 22. | Employees, Meghalaya Legislative Assembly Press |
| 23. | Data Entry Operators, Meghalaya Legislative Assembly |
| 24. | Intercom Operators, Meghalaya Legislative Assembly |
| 25. | State Disaster Management Authority |
| 26. | Assistant Librarian, St Edmund's College |
| 27. | Amalgamated Assistant Teachers, Government Secondary/ Higher Secondary Schools |

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| 28. | Technical Staff Gr-III & IV (Dairy Development), Directorate of A.H. & Veterinary |
| 29. | Technical Officers, Directorate of Sports & Youth Affairs |
| 30. | Block Extension Educator/ District Extension Educator, Health & Family Welfare Department |
| 31. | Laboratory Assistants & Microscopists, Health & Family Welfare Department |
| 32. | Staff of Legislation Branch, Meghalaya Legislative Assembly |
| 33. | Staff of Reporting Branch, (Debates) Editing, Meghalaya Legislative Assembly |
| 34. | Pupil Teachers, Pine Mount School. |
| 35. | Shri B. Shongwan, Head Assistant, National Cadet Corp |
| 36. | Vice Principals, Langtor & Mairang Presbyterian Higher Secondary Schools |
| 37. | Photographer, Record Keeper, Cinema Operator, Translator, Directorate of A.H. & Veterinary |
| 38. | Stenography Instructors, ITI, Shillong, Tura, Jowai |
| 39. | Principal, Shillong Public School |
| 40. | Enforcement Inspectors, Transport Department |
| 41. | Employees under the New Pension Scheme. |
| 42. | Fishery Officers, Fisheries Department |
| 43. | Assistant Drugs Controller, Licensing & Controlling Authority, Health & Family Welfare Department |
| 44. | Principal, Shillong Polytechnic |
| 45. | Receptionists, Meghalaya Legislative Assembly |
| 46. | Ministerial Staff, O/o the District & Sessions Judge, Shillong |
| 47. | Assistant Librarian, O/o the District & Sessions Judge, Shillong |
| 48. | Meghalaya Bharat Scouts & Guides |

**List of Senior Government Officials representing their respective Departments/
Directorates**

| Sl. No. | Name & Designation |
|----------------|--|
| 1. | Shri Y. Tsering, Additional Chief Secretary, Mining & Geology Department |
| 2. | Shri H. Marwein, IAS, Additional Chief Secretary, Cooperation , Secretariat Administration, Social Welfare Departments |
| 3. | Shri P. W. Ingty, IAS, Additional Chief Secretary, Excise, Registration, Taxation & Stamps, Arts & Culture, Information & Public Relations, General Administration Department. |
| 4. | Dr. Shreeranjana, IAS, Additional Chief Secretary, Urban Affairs Department |
| 5. | Shri M. S. Rao, IAS, Principal Secretary, Home (Police), Power Departments |
| 6. | Shri. R. M. Mishra, IAS, Principal Secretary, Soil & Water Conservation Department |
| 7. | Smti R.V. Suchiang, IAS, Principal Secretary, Finance Department |
| 8. | Shri Sampath Kumar, IAS, Commissioner & Secretary, Agriculture Department |
| 9. | Shri D. P. Wahlang, IAS, Commissioner & Secretary, Education, Public Health Engineering, Information Technology & Communication Departments |
| 10. | Shri. F. R. Kharkongor, IAS, Commissioner & Secretary, Sports & Youth Affairs Department |
| 11. | Smti L. Diengdoh, IAS, Commissioner & Secretary, Legal Metrology, Printing & Stationery, Water Resources, Personnel & Administrative Reforms |
| 12. | Shri. T. Dkhar, IAS, Commissioner & Secretary, Transport Department |
| 13. | Shri Andrew Simons, Commissioner & Secretary, Meghalaya Legislative Assembly |
| 14. | Shri Sanjay Goyal, IAS, Secretary, Finance Department |
| 15. | Shri. H.M. Shangpliang, IAS, Secretary, Health & Family Welfare Department |
| 16. | Smti I. R. Sangma, IAS, Secretary, Community & Rural Development Department |
| 17. | Shri W. R. Lyngdoh, IAS, Secretary, Education Department |
| 18. | Shri B.D.R. Tiwari, IAS, Secretary, Fisheries, Cooperation, Planning Departments |
| 19. | Shri. M. R. Synrem, IAS, Secretary, Tourism Department |
| 20. | Shri A. Mawlong, IAS, Secretary, Forests & Environment Department |
| 21. | Dr. Pooja Pandey, IAS, Additional Secretary, Health & Family Welfare Department |
| 22. | Shri Garod L.S.N. Dykes, IAS, Deputy Secretary, Labour Department |

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| 23. | Shri A. Bhagotia, IAS, Commissioner of Excise |
| 24. | Shri T. Lyngwa, Joint Secretary, Election Department |
| 25. | Shri. E. Kharmalki, Joint Secretary, Urban Affairs Department |
| 26. | Smti. I. Mawlong, Joint Secretary, Revenue & Disaster Management Department |
| 27. | Smti R.M. Kurbah, Joint Secretary & Director, Border Areas Development Department |
| 28. | Smti E. M. Donn, Joint Secretary, Law Department |
| 29. | Smti. W. Booth, Joint Secretary, Sericulture & Weaving & Secretary, MPSC |
| 30. | Shri B. S. Sohliya, Joint Secretary, Civil Defence & Home Guards |
| 31. | Shri S. Swer, Joint Secretary, Finance Department |
| 32. | Smti C. D. Lyngwa, Deputy Secretary, A.H. & Veterinary Department |
| 33. | Smti A.V. Ranee, Deputy Secretary, Fisheries Department |
| 34. | Shri F.G. Laloo, Deputy Secretary, Housing Department |
| 35. | Smti L. Kharkongor, Under Secretary, Agriculture Department |
| 36. | Shri Russell Kharshandi, Under Secretary, General Administration (A) Department |
| 37. | Smti M. M. Sangma, Deputy Secretary, Law Department |
| 38. | Shri. A. Swer, Deputy Secretary, Public Works (Admn.) Department |
| 39. | Smti S. K. Sangma, Under Secretary, Law Department |
| 40. | Smti. S. Kharsyntiew, Under Secretary, Secretariat Administration (E) Department |
| 41. | Smti B. Myrthong, Under Secretary, Personnel & Administrative Reforms Department |
| 42. | Shri. I.W. Ingty, Commissioner of Transport |
| 43. | Dr. S. B. Singh, IPS, Director General of Police |
| 44. | Shri B.R. Rana, IPS, Additional Director General of Police |
| 45. | Shri R. Awasthi, IPS, Director General of Civil Defence & Home Guards |
| 46. | Smti D. Syiemiong, Director of Agriculture |
| 47. | Dr. B. Rijal, Director of A.H. & Veterinary |
| 48. | Smti M. War Nongbri, Director of Arts & Culture, Sports & Youth Affairs |
| 49. | Shri Ambrose Ch. Marak, Director of School Education & Literacy |
| 50. | Shri N. Suting, Director of Commerce & Industries |
| 51. | Shri Bhupesh Hajong, Director of Employment & Craftsman Training |
| 52. | Shri. D. L. Wankhar, Director of Economics & Statistics |

Report of the Fifth MPC

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| 53. | Smti. R.C. Sohkhlet, Director of Tourism |
| 54. | Shri. S.K. Barchung, Director of Sericulture & Weaving |
| 55. | Shri. S. R. Marak, Director of Printing & Stationery |
| 56. | Shri. G. Kharmujai, Director of Soil & Water Conservation |
| 57. | Shri. B. Dutta, Director of Urban Affairs |
| 58. | Dr. D. Lyngdoh, Director of Health Services (MCH & FW) |
| 59. | Dr.. R.O. Budnah, Director of Health Services (MI) |
| 60. | Dr. M.S. Nonghulo, Director of Health Services (Research) |
| 61. | Smti V. Syiem, Director of Small Savings. |
| 62. | Smti W. Challam, Director of Accounts & Treasuries. |
| 63. | Shri U. K. Rai, Director of Local Fund Audit. |
| 64. | Shri P. R. Marwein, Chief Engineer, P.W.D (Standard) |
| 65. | Shri L. D. Suchiang, Chief Engineer, P.W.D (Buildings) |
| 66. | Shri M. R. Sangma, Chief Engineer, P.W.D (NH) |
| 67. | Shri M. Allya, Chief Engineer, Public Health Engineering |
| 68. | Shri. K. D. Phawa, Chief Engineer, Water Resources |
| 69. | Shri. P. K. Shullet, Senior Electrical Inspector |
| 70. | Shri J. E. Massar, Joint Director of Community & Rural Development |
| 71. | Shri M. K. Sangma, Joint Director of Civil Defence & Home Guards |
| 72. | Smti R. Kharmujai, Joint Registrar of Cooperative Societies |
| 73. | Shri S. S. Syiemlieh, Joint Controller of Legal Metrology |
| 74. | Shri. T.S. Sangma, Additional Director, Directorate of Land Records and Survey |
| 75. | Shri O. Ropmay, Additional Director, Directorate of Higher & Technical Education |
| 76. | Shri P. Ryngksai, Joint Director of School Education & Literacy |
| 77. | Smti. B. Lyngdoh, Joint Director of Sericulture & Weaving |
| 78. | Smti. S. Rynga, Joint Director of Social Welfare |
| 79. | Shri R.W. Wahlang, Joint Labour Commissioner |
| 80. | Shri C. Passah, Deputy Director of Information & Public Relations |
| 81. | Shri I. A. Diengdoh, Deputy Director of Sericulture & Weaving. |
| 82. | Shri B. Chyne, Deputy Chief Inspector of Boilers & Factories |
| 83. | Shri A. Rangslang, Deputy Controller of Legal Metrology |

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| 84. | Smti. A.S. Lyngdoh, Deputy Chief Engineer, Water Resources |
| 85. | Shri A. Dkhar, Assistant Director of Agriculture |
| 86. | Shri B.M. Momin, Assistant Director of Fisheries |
| 87. | Shri T.R.M. Sangma, Assistant Director of Housing |
| 88. | Shri A.M. Rimsu, Assistant Commissioner of Excise |
| 89. | Shri R.K.M. Sangma, Assistant Inspector General of Prisons |
| 90. | Smti. A.D. Blah, Superintending Engineer, Water Resources |
| 91. | Shri D. Warkhyllaw, Superintendent, District Jail Shillong |
| 92. | Smti F. Wahlang, Superintendent, District Jail Shillong |
| 93. | Smti. R.Thabah, Superintendent, Secretariat Administration (Estt.) |
| 94. | Shri S. Jyrwa, Deputy Superintendent of Excise. |
| 95. | Shri S.K. Chakraborty, Chief Administrative Officer-cum-Vigilance Officer, P.H.E. |
| 96. | Shri E. Nongbet, Monitoring & Evaluation Officer, Agriculture Economic Service |
| 97. | Dr. H.C. Lyndem, Administrative Medical Officer, Employees State Insurance Scheme |
| 98. | Shri D.B. Kharwanlang, Principal, Meghalaya State Fisheries Research & Training Institute |
| 99. | Shri L. Shabong, Estate Officer |
| 100. | Shri B.D.A. Sangma, Manager, Meghalaya Legislative Assembly Press |
| 101. | Shri K. Rynjah, Archivist, Directorate of Arts & Culture |

Officers and Staff of Meghalaya Houses Kolkata and Vellore who appeared before the Commission held on the 18th January, 2017 at Meghalaya House, Kolkata.

| Sl. No. | Names |
|----------------|---|
| 1. | Shri Edmund George, Officer on Special Duty |
| 2. | Shri K. Baby, Liaison Officer |
| 3. | Shri R. Kar, U.D. Assistant |
| 4. | Shri J. R. Marak, U.D. Assistant |
| 5. | Smti E. Pakyntein, L.D. Assistant |
| 6. | Smti D. Lakiang, L.D. Assistant |
| 7. | Smti R. Marbaniang, L.D. Assistant |
| 8. | Shri C.C. Momin, L.D. Assistant |
| 9. | Shri P. Roy, L.D.A.cum-Receptionist |
| 10. | Shri A. Kharkongor, L.D. Assistant |
| 11. | Shri Newman Momin, Driver |
| 12. | Shri W. Pahsyntiew, Driver |
| 13. | Shri Raj Kumar Singh, Driver |
| 14. | Shri Tarak Nath Das, Generator Operator |

Annexure : INT-11

Officers and Staff of Meghalaya Houses New Delhi and Mumbai who appeared before the Commission held on the 20th January, 2017 at Meghalaya House, New Delhi.

| Sl. No. | Names |
|----------------|--|
| 1. | Smti Sanme R. Marak, Joint Resident Commissioner, New Delhi |
| 2. | Smti F.D. Hynniewta, Deputy Resident Commissioner, Meghalaya House, Mumbai |
| 3. | Shri Suman T. Sangma, Accounts Officer |
| 4. | Shri P.V. Iyer, Head Assistant, PWD (Building) |
| 5. | Smti D.R. Mahala, U.D. Assistant |
| 6. | Shri Ashok Kr. Roy, U.D. Assistant |
| 7. | Shri Franklin S. Andrew, U.D. Assistant |
| 8. | Shri J.W.C. Momin, L.D. Assistant |
| 9. | Shri G. Rapphap, L.D. Assistant |
| 10. | Shri B. Chakraborty, L.D. Assistant |
| 11. | Smti K. Bariliza Susngi, L.D. Assistant |
| 12. | Shri Amar Jeet Singh, Driver |
| 13. | Shri Anthony Pyngrope, Driver |
| 14. | Shri S.P. Yadav, Driver |
| 15. | Smti Mina Sangma, Peon |
| 16. | Shri Hira Singh, Peon |
| 17. | Shri H.P. Pal, Peon |

AIDE-MEMOIRE OF THE DISCUSSION WITH OFFICIALS OF THE GOVERNMENT OF MIZORAM AT AIZAWL ON 24TH JANUARY, 2017

During the Commission's visit to Mizoram with a view to apprise itself of the position generally relevant to the terms of reference of the Commission, a discussion was held with officials of Finance Department, Government of Mizoram on 24th January, 2017 in the Conference Room of the Mizoram Secretariat. The discussion was led by Shri Lalmalsawma, Chief Secretary to the Government of Mizoram, assisted by Smti. L.N. Tochchawng, Finance Commissioner and other officers of the Finance Department.

In response to the request of the Commission the Mizoram Government furnished its comments/considered views on issues related with pay and allowances that are part of the Questionnaire of the Commission. Their point-wise response is as follows:-

• **Desirable ratio between the expenditure on total emoluments and the total revenues of the State:**

Mizoram State Government maintains salary expenditure below 40% of the total expenditure though there is no specific desirable ratio. Percentage of salaries from the total expenditure for the last 4 years is shown below:-

| | |
|------------|--------|
| 2012 – 13: | 37.42% |
| 2014 – 15: | 37.16% |
| 2015 – 16: | 37.29% |
| 2016 – 17: | 38.47% |

This includes expenditure on wages of Muster Rolls and salaries paid out of grants-in-aid. The estimated expenditure on salary is ₹ 250 crores and ₹ 500 crores on pension. Collection from Excise Duty is about ₹ 54 crores per annum.

• **Resource mobilization:**

The Mizoram Government is not in a position to mobilize additional tax purely to meet the additional commitment on the salary bill. However, being a limited resource state the State Government has been trying to increase its resources like introduction of excise duties (liquor tax) on MLPC Act. The Mizoram Government is also trying to increase the rate of professional tax and have written to the Central Government for amendment of article 276 (2) of the Constitution, based on 14th Finance Commission recommendations to increase the ceiling. Besides, the following measures have also been taken by them for resource mobilisation.

- (1) Reduction of food Subsidy.
- (2) Enhancement of electric and water bills.
- (3) Increase of Road Tax, Land Revenue Tax, etc.

- **Introduction of contract / part-time employment and use of modern Information Technology enable services/process/equipment with consequent reduction of man-power.**

Introduction of contract/part time employment is welcomed in the State if the end result is reduction of manpower. However, there is a possibility that it may result in heavy financial burden later on as contract/part time employees usually try for continuous or regular employment and can hardly be terminated as there are various schemes for regularization of Contract and Casual employees.

- **Broad principles of pay determination:**

The State of Mizoram, since it attained statehood on 20th June, 1986, has undergone various phases in the determination of the pay of its employees and various Committees and Constitution constituted as stated below:

- (1) Report of the Mizoram Pay Commission – not implemented.
- (2) Report of the Mizoram Pay Commission – 2005 Not implemented.
- (3) Report of the Fitment Committee – 2009

The Report of the Cabinet Sub-Committee in the Sixth Pay Implementation had studied the implementation of the reports of the Fitment Committee, vis-a-vis the demand of the Federation of Mizoram Government employees & Workers Association for standard conversion based on the recommendation of the Sixth Central Pay Revision, 2008 and the feasibility or otherwise of its adoption in respect of the employees of Government of Mizoram.

The Pay Commissions/Committees are always of the opinion that –

- (i) The Pay of the Central Government employees and the pay of the State Government employees be similar to each other.
- (ii) The gap between pay of the highest post and the lowest post be reduced to the minimal.

- **Concept of Minimum Wage:**

A minimum wage is the lowest remuneration that employers may legally pay to workers. It is the floor price below which workers may not sell their labour.

- **Determination of the Minimum Wage:**

The Minimum Wages Act, 1948 has not laid down the criteria for fixing the minimum wages in the country though it specifies the procedure for doing so.

The Policy in setting minimum wage rates should take into consideration the needs of workers, employers' capacity to pay, and requirements for socio-economic development.

There are 7(seven) factors which should be taken into account. These factors include:

1. The demand for living wages.
2. Wage adjustment vis-a-vis the consumer price index.

3. The cost of living and changes or increases therein.
4. The needs of workers and their families.
5. Prevailing wage levels.
6. Employers' capacity to pay.
7. Effects on employment generation and family income.

• **Assessment the need based minimum wage:**

The methodology suggested for assessment of need based minimum wage is through Surveys. These surveys may include –

1. Household surveys (such as income and expenditure surveys and labour force surveys), population censuses;
2. Establishment surveys (such as industrial censuses and surveys, agricultural censuses and surveys, labour cost surveys, occupational wage surveys); and
3. Administrative records (such as tax or social security records).

As per the Mizoram (Revision of Pay) Rules, 2010 and the 6th Central Revision of Pay (as modified and extended to the employees under the Government of Mizoram) Rules, 2010, the ratio between the minimum and maximum of the regular employees i.e. ₹ 6,780/- (Minimum Pay) and ₹ 52,500 (Maximum) is 1:7. The ratio between the minimum (₹ 270/day-unskilled) and the maximum (₹ 460/day-Skilled Grade-I) is 1:1.7. The rates are fixed by the Department concerned as per the Minimum Wages Act, 1948 (Act. No. XI of 1948).

• **Rates of Allowances:**

- (a) **Dearness Allowance:** Government of Mizoram follows rates of Dearness allowances sanctioned by the government of India from time to time as a percentage of pay in the Pay Band and Grade Pay therein. However, effective date is determined by the Government of Mizoram.
- (b) **House Rent Allowance:** The rate of HRA is 10% of pay throughout the State of Mizoram.
- (c) **Medical Allowance:** Not admissible to serving employees as they are having the facility of availing medical reimbursement under the Central Civil Service (Medical Attendance) Rules – 1944. However, Medical Allowance at the Rate of ₹ 500/- per month is given to the State Government pensioners although they are not entitled to medical reimbursement except in the case of hospitalisation.
- (d) **Hill Compensatory Allowance:** Not admissible to the employees of the State of Mizoram.
- (e) **Winter Allowance:** Not admissible.
- (f) **Rural Allowance (if any):** Not admissible.
- (g) **City Compensatory Allowance:** Not admissible.
- (h) **Other Allowance (If any):**

Finance Department, Government of Mizoram notified the following allowances for the employees of Mizoram in addition to the above –

1. Special Compensatory (Remote Locality) Allowance.
2. Non-Practising Allowance.
3. Transport allowance (Including TA for Physically Disabled persons).
4. Uniform Allowances for Nurses.
5. Kit Grant/Kit Maintenance Allowance.

Pension/Retirement benefits and methodology:

The State Government of Mizoram adopted the Central Civil Service (Pension) Rules, 1972 as amended from time to time for those employees appointed before 1.9.2010 and also framed the New Defined Contributory Pension Scheme – 2010 for those employees appointed on or after 1.9.2010.

As recommended by the 6th Central Pay Commission and as per the CCS (Pension) Rules, 1972, Pension is calculated at 50% of average of pay + grade pay for the last ten (10) months or the Pay Last drawn whichever is more beneficial. The Minimum Pension is fixed at ₹ 3,500/- and the Maximum Pension admissible is ₹ 45,000/- p.m.

The benefits like Retirement Gratuity/Death Gratuity is ₹ 10,00,000/- (enhanced from ₹ 3,50,000/- in the 5th Pay Commission) and Leave encashment calculated according to the following methodology –

$$L/E = \frac{\text{Pay} + \text{GP} + \text{DA (as on date of cessation of service)}}{30} \times \text{EL at credit}$$

No ceiling.

Ceiling of pension and gratuity: Same as above.

• **Methodology for commutation of pension, including restoration of the commuted value after a period of time.**

- (i) The State Government of Mizoram had also adopted the Central Civil Service (Commutation of Pension) Rules, 1981. However, the Commutation Table is amended from time to time. Under these Rules, a government servant is entitled to commute for a lumpsum payment upto a maximum of 40% of his pension.

The reduction in the amount of pension on commutation will become operative from the date of receipt of the commuted value by the pensioner at the end of three months after the issue of authority for payment whichever is earlier.

Commutated portion of pension will be restored on the expiry of 15 years from the date of retirement.

- (ii) The State of Mizoram, being formerly a Union Territory, has been adopting the Central Government's pattern of pay scales and allowances recommended by the Central Pay Commissions from time to time. The pay scales and allied matters recommended by the Seventh CPC were considered by the State Government for implementation in respect of its employees of Mizoram but formal decision was yet to be taken.

- (iii) The State of Mizoram, with a total population of about 11.00 lakhs, has about 50000 State Government employees. While the age of superannuation is 60 years, the College Teachers retire at 62 years.

Other important information concerning allowances, pension and facilities are as follows:-

- (a) Medical Allowance is not admissible to the government employees although cost of medical treatment is reimbursable in terms of the provisions of the State Medical Attendance Rules.
- (b) The State implemented the New Defined Pension Scheme (NPS) with effect from 1st September, 2010.
- (c) Doctors are paid Non-Practising Allowance @ 5% of basic pay.
- (d) There is no LTC facility in the State.
- (e) Compensation for holidays foregone is paid to the government employees annually @ one month's basic pay plus D.A.
- (f) Nurses are paid Uniform Allowance of ₹ 500/- p.m. and have to bear the cost of uniform at their initial appointment.
- (g) Employees of the State posted at the Mizoram Houses at various stations outside the State are paid HRA @ 30% of basic pay but no Transport Allowance.
- (h) No Education Allowance or Educational Loan is admissible to the employees.
- (i) The State prescribes uniform pay scales for the LDCs and UDCs of the Secretariat, the Directorates and the District and Subordinate Offices.
- (j) The posts of Police Constables, Drivers and Grade-IV all have the minimum qualification of Class-VIII Pass.
- (k) The employees of Work-Charged Establishment have their separate Pension Rules.
- (l) The lowest pay is ₹ 7,000/- (Grade-IV) and the highest pay is ₹ 37,400/- + ₹ 9,500/- (Grade Pay) (Pay Band-4).

Annexure : INT – 13**AIDE-MEMOIRE OF THE DISCUSSION WITH OFFICIALS OF THE GOVERNMENT OF TRIPURA ON 14TH FEBRUARY, 2017 IN THE STATE SECRETARIAT AT AGARTALA**

The Fifth Meghalaya Pay Commission visited Tripura with a view to apprise itself of the structure of emoluments, pension and pension-related benefits, conditions of service, etc., of different categories of government employees of the Government of Tripura. A discussion was held with officials of Finance Department, Government of Tripura on 14th February, 2017, at 12:00 Noon, in the Conference Room of the State Secretariat under the chairmanship of Shri M. Nagaraju, Principal Secretary, Finance, Government of Tripura.

Responding to the desire of the Commission to know the macro-economic situation of the State of Tripura and the basic principles that the State Government has been following in determining the pay structure of the employees, the Government of Tripura made a power point presentation on issues relevant to the Questionnaire of the Commission which are indicated as follows:-

1. The State of Tripura has a total area of 10491.69 sq. km. and comprises 8 Districts. The total population of the State is 36,73,917. The overall literacy rate is 87.2 and the Sex Ratio 960. (Figures from 2011 Census).

Employees & Pensioners' Statistics

| Category of employee/Workers | Total |
|--|---------------|
| State Government – Regular | 110461 |
| State Government – Fixed pay employees | 19256 |
| State Government – (DRW/MRW/PTW, etc.) | 3611 |
| Other workers (AWW/AWH/HG, etc.) | 30850 |
| Employees under ADC areas | 14510 |
| Employees of PSUs | 11895 |
| Workers engaged under Schemes | 12332 |
| Total | 202915 |
| Pensioners | 57688 |
| Total | 260603 |

N.B. – Data pertains to previous years

Statistics on NP Receipts & Expenditure

(₹ in crore)

| | 2012 – 13 (actual) | 2013 – 14 (actual) | 2014 – 15 (actual) | 2015 – 16 (pre-actual) |
|------------------------------|-------------------------------|-------------------------------|-------------------------------|-----------------------------------|
| Total Receipts | 3970.60 | 4102.26 | 4188.74 | 6112.01 |
| Total Expenditure | 4941.18 | 5367.63 | 6538.73 | 7605.29 |
| % of expenditure to receipts | 124.44 | 130.84 | 156.10 | 124.43 |

Percentage expenditure on salary & pension out of total expenditure

(₹ in crore)

| | 2012 – 13 | 2013 – 14 | 2014 – 15 | 2015 – 16 |
|--------------------------------------|----------------|----------------|----------------|----------------|
| Total Expenditure | 4941.18 | 5367.63 | 6538.73 | 7605.29 |
| Salary | 2467.90 | 2888.65 | 3348.43 | 4324.43 |
| Pension | 694.19 | 677.30 | 837.20 | 1025.31 |
| Total | 3162.09 | 3565.95 | 4185.63 | 5349.74 |
| % of expenditure on salary & pension | 63.99 | 66.43 | 64.01 | 70.34 |

Highlights

- The State Government had set up four Pay Commissions in the past but the last revision of pay and allowances was through a Pay Review Committee.
- The pay rules in operation are the Tripura State Civil Services (Revised Pay) Rules, 2009.
- Date of effect of the last revision was 01.01.2006.
- Salary calculated notionally up-to 31.12.2008.
- Arrears in GPF from 01.01.2009 to 31.03.2009.
- Actual financial benefit took effect from 01.04.2009.
- Tripura State Civil Service (Revised Pay) (12th Amendment) Rules, 2015 came into effect from 01.04.2015.
- 4 grades : PB – I, PB – II, PB – III, PB – IV & HAG +

2. Disparity Ratio

| | Minimum of initial scale | Maximum of last scale | Ratio |
|---|--------------------------|-----------------------|---------|
| ROP 1982 | 330 | 2600 | 1:7.87 |
| ROP 1988 | 775 | 6700 | 1:8.64 |
| ROP 1999 | 2600 | 22400 | 1:8.61 |
| ROP 2009 (After implementation of 12 th Amendment Rules, 2015) | 6240 | 77000 | 1:12.33 |

3. Measures to improve financial position

- Enhancement of Permit Fee on felling of plants covered under Forest Act.
- Enhancement of Minimum Reserve Fee on excise tender.
- Added emphasis on revenue collection from MV Act, Land Registry etc.
- Austerity measures like complete ban on engagement of DRW/PTW etc., without concurrence of Finance Dept., engagement in government posts on fixed pay basis for 5 years, encouragement in use of e-Governance and IT based solutions, etc.

4. Allowances applicable in Tripura

There are 16 different types of allowances.

| Sl. No. | Type of Allowance | Rate | | | |
|---------|--|---|---------|------------------------------------|-----------------------|
| | | PB – I | PB – II | PB – III | PB – IV, HAG + & Apex |
| 1 | Dearness Allowance | @ 88% on revised pay (band pay + grade pay) | | | |
| 2 | House Rent Allowance | @ 10% of revised pay (band pay + grade pay) subject to a ceiling of ₹ 2,000/- | | | |
| 3 | Medical Allowance | ₹ 250/- | ₹ 250/- | Eligible for Medical Re-imburement | |
| 4 | Compensatory Allowance (for employees serving outside TTAADC areas) | ₹ 225/- | ₹ 275/- | ₹ 325/- | ₹ 400/- |
| 5 | Special Compensatory Allowance (for employees serving in TTAADC areas) | ₹ 300/- | ₹ 350/- | ₹ 400/- | ₹ 500/- |
| 6 | City Compensatory Allowance (for employees posted outside State) | ₹ 150/- | ₹ 200/- | ₹ 250/- | ₹ 300/- |

• **Cash Allowance**

| Sl. No. | Average quantum of disbursement through cash, cheque & other mode per month | Rate |
|---------|---|-------------------|
| 1 | Up-to ₹ 5 lakhs | ₹ 100/- per month |
| 2 | Above ₹ 5 lakhs and upto ₹ 10 lakhs | ₹ 150/- per month |
| 3 | Above ₹ 10 lakhs and upto ₹ 20 lakhs | ₹ 200/- per month |
| 4 | Above ₹ 20 lakhs | ₹ 300/- per month |

- ✓ Grade – D employee attached to Cashier is paid 40% of the Cash Allowance as admissible above.

• **Conveyance Allowance**

- ✓ Allowed to visually and physically handicapped employees
 For physically handicapped – ₹ 150/- per month
 For visually handicapped – ₹ 200/- per month

• **Non-Practising Allowance**

- ✓ Date of effect – 01.01.2009

| Name of Services | Rate |
|--|--|
| ✓ For medical officers borne under THS & TDS | @ 10% of revised basic pay for all doctors holding administrative posts under Directorate of Health Services, Directorate of FW & PM, Directors of Medical Education, Sub-Divisional level hospitals, C.M.O.s, Programme Officers and SDMOs. |
| ✓ State Homeopath | ₹ 800/- |
| ✓ Homeopath Medical Officer | ₹ 400/- |
| ✓ Ayurvedic Medical Officer | ₹ 400/- |
| ✓ Officers under Tripura Veterinary Service | ₹ 300/- |

- **Hostel/Boarding House Superintendent**

- ✓ ₹ 300/- per month for serving teachers engaged as Hostel Superintendent.
- ✓ For employees of other Departments appointed exclusively for these posts, such allowance is discontinued.

- **Uniform Allowance:** @ ₹ 75/- per month for nursing staff under Family Welfare Department.

- **Kit Maintenance Allowance:** for uniformed personnel of Home (Police & Fire Service).

- ✓ For gazetted Officers – ₹ 75/- per month
- ✓ For non-gazetted Officers – ₹ 60/- per month

- **Armour Allowance & Special Armour Allowance**

- ✓ Inspector of Police – ₹ 75/- per month
- ✓ Head Constable – ₹ 50/- per month
- ✓ Constable – ₹ 35/- per month
- ✓ Special Armour Allowance – ₹ 50/- per month
- ✓ Special Mechanical Allowance – ₹ 40/- per month

- **Ration Allowance (for uniformed personnel belonging to Police/FireService/Jail)**

| Type of personnel | Rate |
|---|-------------------|
| Police/TSR personnel up-to and including the rank of Inspector of Police | ₹ 600/- per month |
| Non-Gazetted Operational Personnel of the Fire Service | ₹ 600/- per month |
| Member of Home Guard Volunteers of Tripura Home Guard Organisation | ₹ 500/- per month |
| Non-gazetted watch and ward staff of Jail Department up-to the rank of Jailor | ₹ 600/- per month |

- **Special yearly Compensatory Allowance**
 - 30 days revised basic pay + D.A. (for non-gazetted police and watch & ward staff).
- **State Guest Service Allowance**
 - For staff deployed in State Guest House – @ ₹ 150/- per month.

5. Pensions:

- ✓ Tripura State Civil Service (Revised Pension) Rules, 2009.
- ✓ Date of effect – 01.01.2006 notionally.
- ✓ Financial benefit – 01.01.2009 onwards.
- ✓ Minimum Pension/Family Pension = ₹ 3,120/- per month (50% of sum of minimum of the band pay + grade pay).
- ✓ Maximum Pension = ₹ 38,500/- per month (50% of sum of minimum of the highest band pay + grade pay).
- ✓ Maximum Family Pension = ₹ 19,250/- (50% of maximum limit of pension).

Additional quantum of pension

| <u>Age of pensioner/family pensioner</u> | <u>Additional quantum of pension</u> |
|---|--|
| From 80 years to less than 85 years | 20% of revised basic pension/family pension |
| From 85 years to less than 90 years | 30% of revised basic pension/family pension |
| From 90 years to less than 95 years | 40% of revised basic pension/family pension |
| From 95 years to less than 100 years | 50% of revised basic pension/family pension |
| From 100 years or more | 100% of revised basic pension/family pension |

Methodology for pension calculation

- **Those who retire prior to 01.01.1986:**
Basic Pension (without merger) + 86% DR over basic pension (without merger) + 45% booster over basic pension (without merger).
- **Those who retired from 01.01.1986 to 31.12.1995:**
Basic Pension (without merger) + 86% DR over basic pension (without merger) + 40% booster over basic pension (without merger).
- **Those who retired from 01.01.1996 to 31.12.2005:**
Basic Pension (without merger) + 86% DR over basic pension (without merger) + 40% booster over basic pension (without merger).

Other retirement benefits

• **Death-cum-Retirement Gratuity**

Existing rate of ceiling is ₹ 4.00 lakhs for employees who retired w.e.f. 01.01.2009.

Formula = Last basic pay X (no. of six monthly periods)

• **Commutation of Pension**

Lump sum amount not exceeding 1/3rd of his pension.

- Restoration of pension after 15 years.

6. Issues noted during the discussion are as follows

- (1) The State has no Finance Service and, therefore, has no Financial Advisers. Assistant Audit Officers posted in all Development Departments act as financial advisers. Except for the post of Director of Accounts & Treasuries which is manned by an IAS officer, all posts under the Directorate of Accounts & Treasuries and the Audit Directorate are held by officers belonging to the Tripura Civil Service. In fact, all Departments are spearheaded by the Civil Service Officers. At the entry level to the Accounts Service the Treasury Officers (State Civil Service) Grade-II are promoted to Grade-I on completion of 10 years, and to the Senior Selection Grade on completion of 4 years, and subsequently nominated to the IAS.
- (2) The Government of Tripura had set up four Pay Commissions in the past but their last Revision of Pay was, however, undertaken by a Pay Review Committee, the date of effect of revision being 1.1.2006. The State Government is trying to fill the gap between Revenue and Expenditure which arose from the revision from their own resources.
- (3) The multiplication factor in the Revised Pay is 1.86. There was only notional pay fixation from 1.1.2006. The actual financial benefits were made effective from 1.4.2015.
- (4) The lowest pay is ₹ 6,240.00 while the highest is Pay Band - 4 which is ₹ 44700 -77000. In between there is the HAG + Scale (₹ 67,000/-).
- (5) The take home salary at the lowest level is only ₹ 12,600/-.
- (6) There are 20 Public Sector Undertakings and 11 Boards /Autonomous Bodies in the State and the salary of their employees is borne by the State Government. Thus, the total number of employees whose salary is borne by the State Government is 202915, which is about 6% of the population.
- (7) Medical Allowance is paid at a flat rate of ₹ 250/- p.m. A State Medical Board is appointed for referring cases of medical treatment outside the State.
- (8) City Compensatory Allowance is paid to employees serving outside the State in State Bhavans.
- (9) Primary Schools, mostly run by Government, have 2 or more teachers – there is no single-teacher school in the State.

- (10) The Assured Career Progression Scheme is in operation in the State. Three financial up-gradations are available, i.e., on completion of 10, 17 and 25 years.
- (11) Group Insurance Scheme is operative and is mandatory for State Government employees.
- (12) There are no work-charged employees in the State.

AIDE-MEMOIRE OF THE DISCUSSION WITH OFFICIALS OF FINANCE DEPARTMENT, AND OTHERS, OF THE GOVERNMENT OF KERALA ON 22nd MARCH, 2017

The Fifth Meghalaya Pay Commission visited Kerala with a view to apprise itself of the structure of emoluments, pension and pension-related benefits, conditions of service, etc., of different categories of employees of the Government of Kerala, as issues relevant to the terms of reference of the Commission. A discussion was held with Officers of Finance Department, and others, on 22nd March, 2017 at Thiruvananthapuram under the chairmanship of the Principal Secretary, Finance, Government of Kerala.

The Chairman of the Fifth Meghalaya Pay Commission expressed the Commission's desire to know the macro-economic situation of the State of Kerala and the basic principles that the State Government had been following in determining the pay structure, including allowances and retirement benefits, of the employees.

2. In response thereto, the State Officials gave the following basic information:-

- 1) Their Pay Structure comprises of 27 Scales – ₹ 16,500/- is the minimum of the lowest scale and ₹ 93,000/- is the minimum of the highest. The maximum pay is ₹ 1,25,000/-
- 2) The pay scales have no Efficiency Bar.
- 3) They have no **ACP Scheme**. Instead, there is **Time Bound Higher Grade Promotion Scheme** admissible on the 8th, 15th, 22nd, 27th year of service.
- 4) The State Government has about 5.20 lakhs employees, out of whom about 3.25 lakhs are Teachers.
- 5) The employees have no problem of stagnation in service.
- 6) Leave Rules for Teachers are same as those of other employees.
- 7) Casual employees are paid a Fixed Pay of - ₹ 6,000/- p.m.
- 8) There are no contractual employees.
- 9) Age of superannuation is 56 years.
- 10) 40% commutation of pension is admissible to the retiring employees. Restoration period of the commuted portion of pension is 12 years.
- 11) School Teachers (including Private Schools) and College Teachers enjoy the same retirement benefits as other employees.
- 12) No advance increment for higher qualification. Only Doctors are paid Special Allowance for higher qualification.
- 13) Non-Practising Allowance is paid only to Doctors with administrative responsibilities.
- 14) Doctors serving in rural areas are paid Difficult Rural Areas Allowance of ₹ 4,500/-.

- 15) LDC in District and Directorate level draw the equivalent pay scale.
- 16) No Clerks in the State Secretariat, only Assistants (Graduate Degree Holders) are paid a minimum pay of - ₹ 27,800/- p.m.
- 17) Minimum qualification for Police Constables is Class XII Passed.
- 18) The structure of the Secretariat Service is as follows:-
 - (i) Joint Secretary
 - (ii) Deputy Secretary
 - (iii) Under Secretary
 - (iv) Section Officer
 - (v) Senior Grade Assistant Section Officer
 - (vi) Assistant Section Officer (entry level)

3. In response to the request of the Commission for information on issues related with pay and allowances the Kerala Government furnished following:-

- **Desirable ratio between the expenditure on total emoluments and the total revenues of the State**

The details of salary and pension expenditure with respect to revenue receipt of the State for the last five years –

| Year | Salary Expenditure | Pension Expenditure | Revenue Receipt | Percentage of salary & pension expenditure with respect to revenue receipt (%) | Revenue deficit incurred by the State |
|----------------|--------------------|---------------------|-----------------|--|---------------------------------------|
| 2011 – 12 | 16083 | 8700 | 38010 | 66% | 8034 |
| 2012 – 13 | 17313 | 8866 | 44137 | 59% | 9351 |
| 2013 – 14 | 19340 | 9971 | 49176 | 60% | 11308 |
| 2014 – 15 | 21343 | 11252 | 57950 | 56% | 13796 |
| 2015 – 16 | 23524 | 13062 | 69032 | 52% | 9656 |
| 2016 – 17 (RE) | 27413 | 15403 | 80620 | 53% | 13935 |

2016 – 17 is the year of implementation of 10th pay revision. Arrears were yet to be released then. The above proportion of salary and pension with respect to revenue receipt is not considered desirable by the Kerala Government in view of the burgeoning revenue deficit of the State. Their view is that salary and pension expenditure within the range of 40 – 45% would be a desirable ratio.

- **Resource mobilization**

State Government has not resorted to additional taxation to meet the additional commitment on salary and pension consequent on the implementation of pay revisions.

- **Introduction of contract/part-time employment and use of modern information Technology enable services/process/equipment with consequent reduction of manpower**

The practice of engaging contract and part time employees in Government service is not followed in the State as a policy but is resorted to occasionally in the exigency of public service. Information Technology is effectively put to use for the speedy service delivery as well as reduction of expenditure in areas such as e-tendering, Integrated Financial Management System in Treasuries, online delivery of various government services to public, e-payment system, etc.

They are on course of implementation of an office automation system namely e-office in Govt. offices with a view to achieving paper less offices. In the State Secretariat the system has been implemented in full. Reduction of manpower for curtailing expenditure is not an avowed policy of the State but they are in the process of identifying excess manpower for deployment elsewhere.

- **Broad principles of pay determination**

Generally, pay of employees are revised on the recommendations of Pay Revision Commissions appointed for the purpose. Pay is revised by merging a portion/full Dearness Allowance with the basic pay and an additional increase in pay is allowed by fitment benefit as a fixed percentage of existing pay. Fitment benefit is determined by taking different factors such as financial position of the Government, pay structure prevailed in other organized and unorganized sectors, pay structure prevailed in Central Government and market conditions.

- **Concept of Minimum Wage and methodology to assess the need-based minimum wage**

For determining the minimum pay, the Pay Revision Commissions refer to the recommendations of the Indian Labour Conference. The Commission also elicited the views of various service organizations and other stake holders in the determination of the minimum pay. The recommendations are based on need-based minimum pay and the parameters taken are the norms developed by the Indian Labour Conference held in the year 1957. The household consumption expenditure obtained by the surveys conducted by the National Sample Survey is also taken into account. The 10th Pay Revision Commission has arrived minimum pay at ₹ 16345 with effect from 01.07.2014. The State Government has given ₹ 16500 as minimum pay.

- **Optimum ratio between the minimum basic pay and maximum basic pay of State Government employees**

The following table shows the minimum and maximum pay of state Government employees over the last five pay revisions:

| Pay revision (Year range) | Minimum pay | Maximum pay | Ratio between minimum pay and maximum pay |
|---------------------------|-------------|-------------|---|
| 1992 – 1997 | 775 | 6700 | 01:08.64 |
| 1997 – 2004 | 2610 | 19900 | 01:07.62 |
| 2004 – 2009 | 4510 | 33750 | 01:07.48 |
| 2009 – 2014 | 8500 | 59840 | 01:07.04 |
| 2014 – 2019 | 16500 | 120000 | 01:07.27 |

The Government was in the course of reducing the ratio between minimum and maximum pay over pay revisions. The minimum possible ratio is conducive for a socially balanced civil service community and to attain this objective, instead of reducing the maximum pay, efforts are under way to increase the minimum pay. For our State a ratio of 1:7 between the minimum and maximum pay is considered to be an optimum level. Increasing the ratio above this level would create resentment among low paid groups which would upset the balance.

• **Rates of Allowances**

- (i) **Dearness Allowance:** As on the date of effect of pay revision the Dearness Allowance was fully neutralised by merging with basic pay. The date of effect of the latest pay revision was 01.07.14. Therefore the AICPI point of 239.92, which was the index point corresponding to the entire DA admissible as on that date is taken as base point for calculating further DA. The Government has now evolved its own formula for calculating DA w.e.f. 01.07.14 which is as follows:

$$DA = \frac{\text{Avg. AICPI for past 12 months} - 239.92}{239.92} * 100$$

Calculation of DA after 01.07.2014 –

$$DA \text{ as on } 01.07.2014 = \frac{(239.92-239.92)*100}{239.92} = 0$$

$$DA \text{ as on } 01.01.2015 = \frac{(246.9-239.92)*100}{239.92} = 2.91 \text{ (Taken as 3)}$$

$$DA \text{ as on } 01.07.2015 = \frac{(254.41-239.92)*100}{239.92} = 6.04 \text{ (Taken as 6)}$$

$$DA \text{ as on } 01.01.2016 = \frac{(261.4-239.92)*100}{239.92} = 8.95 \text{ (Taken as 9)}$$

$$DA \text{ as on } 01.07.2016 = \frac{(269-239.92)*100}{239.92} = 12.12 \text{ (Taken as 12)}$$

- (ii) **House Rent Allowance:** For the purpose of payment of House Rent Allowance the entire places in the State are classified into three categories, namely, ‘B2 class cities and above’, ‘other cities/towns’ and ‘other places’. ‘B2 class cities’ (include all the municipal corporation areas). Other cities and towns include all other municipal areas and townships as well as all District and Taluk headquarters not coming under B2 class city and above. For the payment of HRA the employees are classified into four different pay ranges. The existing rate of HRA are as follows:-

| Pay range | B2 class cities and above | Other cities/towns | Other places |
|-----------------|---------------------------|--------------------|--------------|
| 16500 – 27149 | 1500 | 1250 | 1000 |
| 27150 – 42500 | 2000 | 1500 | 1250 |
| 43600 – 7349 | 2500 | 1750 | 1500 |
| 70350 and above | 3000 | 2000 | 1750 |

HRA is paid at fixed rates, not based on percentage of basic pay like the Central Government or some other State Governments. The payment of HRA is based on the broad perception that majority of State Government employees are working in their home towns.

- (iii) **Medical Allowance:** There is no Medical Allowance but there is medical re-imbursment scheme. Expenditure incurred by the employees for the medical treatment is reimbursed as per norms laid down by the Government under the Kerala Government Servant's Medical Attendance Rules. In the case of pensioners medical re-imbursment is not available but they are paid a fixed Medical Allowance of ₹ 300 per month. After the implementation of 10th Pay Revision in 2016, Government is in the course of total overhaul of the system and has decided to implement Medical Insurance Scheme which aims to provide hassle free (cashless) treatment to all employees and pensioners through a network of government hospitals as well as private hospitals, subject to recovery of fixed monthly amount as employee contribution towards premium amount. Government will also contribute towards the premium amount.
- (iv) **Hill Compensatory Allowance:** Geographically, Kerala consists vast hilly areas. In order to compensate the additional expenditure incurred by the employees working in offices in hill tracts, Hill Tract Allowance (HTA) is being paid. The areas that identified as Hill Tracts are notified by the Government. For the purpose of payment of Hill Tract Allowance employees are classified into three categories according to the pay drawn by them. The existing rate of Hill Tract Allowance and the classification of employees are as follows:-

| Pay Range | Rate per month (₹) |
|-----------------------|--------------------|
| 30700 and above | 500 |
| Above 18500 and below | 450 |
| Up to 18500 | 300 |

- (v) **Winter Allowance:** Extreme winter conditions are not experienced in Kerala to sanction such an allowance.
- (vi) **Rural Allowance:** Such allowance does not exist in the state.
- (vii) **City Compensatory Allowance:** City Compensatory Allowance is allowed to employees working in B2 class cities to compensate the high cost of living in cities. For the purpose of payment of City Compensatory Allowance employees are classified into four categories. The existing rates of CCA is as follows:-

| Pay range | Amount |
|-----------------|--------|
| 16500 – 26500 | 350 |
| 27150 – 42500 | 400 |
| 43600 – 68700 | 450 |
| 70350 and above | 500 |

(viii) **Other Allowances:** Other Allowances include Spectacle Allowances (₹ 12000 once in five years), Footwear Allowance (₹ 450 per annum), Special Allowance to differently-abled employees (₹ 800 per month), Education Allowances to the employees having differently-abled children (₹ 1500 per month), Risk Allowance (at varying rate taking into account of the risk of the job), ration Allowance (₹ 250.00 p.m.) for Police personnel from Constables to Sub-Inspector, Uniform Allowances, Non Practising Allowance to Doctors, Permanent Travelling Allowances, Permanent Conveyance Allowances, Charge Allowances (payable for holding additional charge of a higher posts and the rate is 4% of minimum of the time scale of additional post).

- **Pension/retirement benefits to Government employees and the methodology used to determine same and compulsory age of retirement**

The compulsory age of retirement in the State is 56 years for the employees who come under the Defined Pension Scheme as provided in Kerala Service Rules with certain exceptions. In the case of employees who come under the New Pension Scheme which has been implemented in the State with effect from 01.04.2013, the retirement age is 60 years.

- **Retirement benefits:** Retirement benefits include Monthly Pension, Service Gratuity, Death-cum-Retirement Gratuity, Commutation, Family Pension and Medical Allowances.

I. **Pension:** Monthly Pension is classified into eight categories. Future good conduct is an implied condition for every grant of a pension. No Pension, Gratuity and DCRG is paid in the case of resignation, dismissal or removal from service.

Their present Pension Rules were introduced with effect from 14.11.1966.

A. **Classification of Pension**

1) **Compensation Pension:** When a permanent post is abolished, the person selected to be discharged is given two options; either to accept another employment in Government service or to leave the service accepting pension benefits based on qualifying service so far earned by the individual. The pension granted as opted by the person, is called compensation pension.

2) **Invalid Pension:** When the Pension Sanctioning Authority has reasons to believe that an employee is suffering from a contagious disease or physical or mental disability or infirmity, which adversely affect the duties assigned to the person, he may be retired from service on invalid pension. A Medical Examination will be

conducted on the employee. The person will be invalidated from service from the date as specified in the Medical Certificate, and pension is granted accordingly. A weightage towards qualifying service up to 5 years is allowed, and the total qualifying service thus arrived at, should not be beyond the date of superannuation and should not be more than 30 years.

- 3) **Superannuation Pension:** This is the pension on the compulsory retirement from service at a particular age, now 56. Retirement takes effect on the afternoon of the last day of the month. If the date of birth is on the first day of the month, the retirement will be on the afternoon of the previous month. In the case of date of birth on a day other than the first day of the month, the retirement will be on the afternoon of the last day of that month.
- 4) **Retiring Pension:** An employee who has completed 20 years of Qualifying Service is eligible to retire voluntarily from service. The person concerned must give notice at least 3 months before the date on which he desires to retire. The 'three months notice' is relaxed in deserving cases. A weightage up to 5 years is allowed towards Q.S. and the Q.S after adding weightage shall not be more than the original date of superannuation. Permission to retire voluntarily from service will be issued only after the service of the person is verified by the Accountant General. A Government employee who is on LWA is also eligible to retire on retiring pension. This rule took effect from 9.3.2010.
- 5) **Pro-Rata Pension:** Pension on absorption in or under a corporation, company or body – A Government Servant who has been permitted to be absorbed in a service or post in or under a corporation or company wholly or substantially owned or controlled by the Government etc., is granted Pro-Rata Pension.
- 6) **Compulsory Retirement Pension:** A Government servant compulsorily retired from service as a measure of penalty is granted, pension and death-cum-retirement gratuity admissible to the employee on the date of such retirement, provided, however, that the authority imposing the penalty of compulsory retirement may order a reduction either in pension or in death-cum-retirement gratuity or in both if the circumstances of any particular case warrant such reduction.
- 7) **Compassionate Allowance:** A Government Servant who is dismissed or removed from service shall forfeit his pension and gratuity but if his case is found deserving of special consideration, compassionate allowance can be sanctioned in accordance with the provisions of Rules. The Compassionate Allowance does not exceed two-thirds of pension subject to the minimum of pension sanctioned by Government from time to time. Family pension will not be admissible in this case.

- 8) **Ex-gratia pension:** This scheme is introduced to provide relief to the employees who retire from service on superannuation and are ineligible for statutory pension. They will be eligible for dearness relief and family pension.

B. Calculation of Qualifying Service

- 1) Calculate length of service from the date of first entry in Government regular service till the date of ending of service, both days inclusive.
- 2) Non-qualifying Service of the following nature, if any, is deducted:
 - a) Service below the age of 18 years.
 - b) Period of suspension not treated as duty.
 - c) Period of strike or break which is ordered not to be counted for pension.
 - d) In the case of invalid pension, period spent beyond the date of invalidation specified in the Medical Certificate, unless otherwise ordered by the Government.
 - e) LWA granted otherwise on Medical Certificate.
 - f) Service after superannuation.
 - g) Service prior to resignation (except for taking up other employment under Government), removal or dismissal from service.
 - h) Contract service and service paid from Local Fund if not ordered otherwise.
 - i) Service for which other pension is admissible.
 - j) Foreign Service, if pension contribution is not paid or not exempted.
 - k) Period of thrown-out-from-service for want of vacancy, if not regularized.
 - l) In the case of invalid pension, period spent beyond the date of invalidation specified in the Medical Certificate, unless otherwise decided.

C. Additional or Special Service

Military service, Central Government service, Aided School service, Aided College service, Municipal Common service, Panchayat, University service within Kerala, Bar service, etc. subject to the conditions specified in the Kerala Service Rules.

D. Period required for Pension and DCRG

| | |
|--|----------|
| Q.S. required for minimum pension | 10 years |
| Q.S. required for minimum Pension in the case of differently abled personnel | 3 years |
| Q.S. for full (maximum) Pension | 30 years |
| Q.S. for minimum DCRG | 5 years |
| Q.S. for maximum DCRG | 33 years |

E. Rounding of service for Pension and DCRG

| Period | Pension | DCRG |
|---|--------------------------------|--------------------------------|
| Fraction of less than half year | ignored | ignored |
| Fraction of more than half year | Rounded to next Completed year | Rounded to next Completed year |
| Above 2 years, in the case of differently abled personnel | Rounded to 3 years | - |
| Above 4 years | - | Rounded to 5 years |
| Above 9 years | Rounded to 10 years | Rounded to 10 years |
| Above 29 years | Rounded to 30 years | Rounded to 30 years |
| Above 30 years | Rounded to 30 years | - |
| Above 32 years | Rounded to 30 years | Rounded to 33 years |

F. Average Emoluments (AE)

- 1) This is the average of ten months' duty pay (emoluments) immediately before retirement.
- 2) Emoluments include Substantive Pay, Officiating Pay, Personal Pay, Dearness Pay, Special Pay in lieu of higher time scale, Academic Grade pay.

G. Monthly Pension

For 30 years of Q.S. (Full Pension): 50% of AE

For Q.S. of 10 years (3 years for handicapped) and above up to 29 years: 50% of AE* (Q.S/30).

H. Minimum Pension

Minimum pension is 50% of the lowest scale of pay. The minimum rate of Pension w.e.f. 1.7.2014 is ₹ 8500/- per month.

- I. Maximum Pension:** Maximum Pension is 50% of the highest scale of pay. The maximum rate of Pension w.e.f. 1.7.2014 is ₹ 60,000/- per month.

II. Death-cum-Retirement Gratuity (DCRG): Lump sum amount payable to an employee who has completed 5 years of qualifying service on his retirement/death while in service.

- The amount of DCRG is equal to half of the emoluments last drawn by the officer* No of years of Q.S. (maximum 16½ times emoluments last drawn or ₹ 14,00,000/- whichever is less) w.e.f. 1.07.2014.

Note:- Emoluments = Pay + DA.

- DCRG is in addition to service gratuity or monthly pension.
- In the case of death while in service or for invalid person with a qualifying service below 24 years = 12 times emoluments last drawn.
- If death occurs in the first year of service (2 months emoluments last drawn).
- If death occurs after first year, but before 5 years of service (6 times emoluments last drawn).

III. Family Pension

When a Government Service dies while in service or after retirement, family pension is payable to the Family. Family, for the purpose of Family Pension, as per Rule 90 (6) means –

- Wife, in the case of a male employee
- Husband, in the case female employee
- eldest eligible child till attaining age of 25 (in the order of the seniority)
- Children suffering from physical/mental disorder or disability
- Unmarried daughters above 25 years
- Son/daughter adopted legally before retirement
- Parents (in equal shares)
- Judicially separated wife
- Judicially separated husband
- Disabled divorced daughter
- Widowed disabled daughter

Calculation of Family Pension

Family pension is calculated as follows –

- 1) **Enhanced Rate** – Enhanced rate of Family Pension is calculated at 50% of last pay drawn in case of death while in service. The enhanced rate is payable for a period seven years from the date following the date of death and thereafter at the normal rate. The enhanced rate is admissible only if the deceased employee has not less than seven years of service. In the case of death after retirement, the enhanced rate is double the normal rate, but limited to the service pension. The enhanced rate in such case is admissible for a period of seven years or till the pensioner would have attained the age of 63/67 years of age depending upon the age of superannuation.
- 2) **Normal Rate** – Normal Rate of Family Pension is calculated at 30% of the basic pay last drawn. Minimum Rate of Family Pension will be minimum basic pension. (Minimum Rate of Family Pension w.e.f. 1.7.2014 is ₹ 8500/- per month).

IV. Commutation

A Pensioner can commute a portion of his/her pension for lump sum. The maximum portion of pension that can be commuted is 40% of basic pension from 01.03.2006. No commutation of pension will be allowed to a person

against whom judicial/departmental proceedings is pending. Commutation of pension is calculated at 40 percent of pension 'commutation factor' 12 years.

A. Restoration of Commuted portion of Pension

Commutated portion is restored after completion of specified years. The specified year the commutation factor reckoned for calculating commuted value, rounded off to the next year. For this the pensioner has to apply to the Pension Disbursing Authority in the prescribed form with life certificate.

Relevant part of Commutation table is given below :-

| Age | Commutation factor | Restoration of Commuted portion of Pension |
|-----|--------------------|--|
| 55 | 11.73 | After 12 years |
| 56 | 11.42 | After 12 years |
| 57 | 11.10 | After 12 years |
| 58 | 10.78 | After 11 years |
| 59 | 10.46 | After 11 years |
| 60 | 10.13 | After 11 years |

B. Commutation Value

Illustration: A pensioner aged 56 years next birthday on the date of commutation is eligible for a Basic Pension of ₹ 3000 per month opts to commute ₹ 1000 of his basic pension. Whatever immediate sum payable to him is the Commuted Value. For calculation of this immediate lump-sum amount payable to the pensioner for forgoing a portion of his pension for the next 12 years, the table of Commutation Values is used. In this particular case the commutation factor age 56 is 11.42 and so the immediate sum payable to him for forgoing ₹ 1000 per month of his pension for the next 12 years would be $1000 \times 11.42 \times 12 = ₹ 1,37,040$.

C. Calculation of Table of Commutation Values

Mortality: Age-specific Postal Life Insurance (70-71) Mortality Table which is reasonably assumed to be the experience of those who opt for the Commutation.

Rate of Discount: 4.75 percent per annum to discount the pensions foregone during the expected life time of the pensioner in the next 12 years to arrive at the factor.

4. Maternity leave admissible is 180 days and Paternity leave is 10 days.

Annexure : INT – 15

AIDE-MEMOIRE OF THE DISCUSSION HELD ON 11TH APRIL, 2017 WITH OFFICERS OF FINANCE DEPARTMENT AND OTHERS, GOVERNMENT OF GUJARAT

The Fifth Meghalaya Pay Commission visited the State of Gujarat with a view to apprise itself of the structure of emoluments, pension and pension-related benefits, conditions of service, etc., of different categories of government employees serving under the Government of Gujarat, as issues relevant to the terms of reference of the Commission. A discussion was held with Finance Department's officials on 11th April, 2017 in the State Secretariat under the chairmanship of *Shri Anil Mukim*, IAS, Additional Chief Secretary, i/c. Finance, Government of Gujarat.

The Chairman of the Fifth Meghalaya Pay Commission expressed the Commission's desire to know the macro-economic scenario of the State of Gujarat and the basic principles that the State Government had been following in determining the pay structure, including compensatory allowances of their employees.

2. In response thereto, basic information were given to the Commission as follows:-

- 1) The State Government expects that the newly introduced GST would add to the momentum of revenue collection in the State, whose income from VAT alone fetches about ₹ 14,000 crores annually. The total State Tax revenue is about ₹ 45,000 crores annually.
- 2) There are about 4.65 lakhs government employees (including those under Panchayati Raj numbering 1.18 lakhs) and 4.21 lakhs pensioners/family pensioners.
- 3) Grants-in-aid are provided by the Government to all Local Bodies.
- 4) Based on Supreme Court decision, the State has been following the policy of '*equal pay for equal work*'.
- 5) The minimum pay is ₹ 18,000/- p.m.
- 6) **Main allowances:**
 - (a) **Dearness Allowance** – Central pattern, as recommended by the 6th CPC.
 - (b) **House rent Allowance** – Central pattern, as recommended by the 6th CPC.
 - (c) **Medical Allowance** – Can either opt to draw fixed rate of ₹ 300/- p.m. or avail of medical reimbursement facility. Full re-imburement for hospitalisation and treatment outside the State is allowed on merit of the case.
- 7) **Besides the above -**
 - (d) **Overtime Allowance** is paid only to employees of the Government Press.

- (e) **Uniform Allowance** and **Washing Allowance** are paid to Police Constables only at a fixed rate.
- (f) **Uniform Allowance** is also paid to Nurses, included in monthly salary.
- 8) Judicial Officers are drawing salary as recommended by the Shetty Commission.
- 9) Entry level pay for State Civil Service Officers is ₹ 56,100/- for Grade – I and ₹ 44,900/- for Grade – II.
- 10) State Forest Service – Entry level is ACF Class – II. – Joint Conservator/ Deputy Conservator directly recruited through the GPSC.
- 11) Engineering Service – Secretary is the Head of PWD (Buildings).
- 12) Data Entry Operators are under contractual employment and are paid a lump-sum remuneration of ₹ 6,000/- to ₹ 8,000/- p.m.
- 13) The State maintains strict regulations for appointment of contractual/casual employees. No regularisation for Contingency Menials.
- 14) Employment of work-charged personnel has been stopped since 1988.
- 15) **Fixed Pay employment:** Initially, at the level of Groups ‘C’ and ‘D’, employees are employed on fixed pay ranging from ₹ 7000.00 to ₹ 8000.00 p.m. for a period of five years and thereafter brought under regular establishment in applicable scales of pay.
- 16) Working hours – 10:30 a.m. to 6:30 p.m.
- 17) Compensation for holidays forgone is paid to employees who have to forgo holidays. For 5 hours duty during holidays, full day’s pay is paid.
- 18) The age of retirement for the employees is as shown below:
- (a) Group D – 60 years
 - (b) Doctors – 62 years
 - (c) Professors – 62 years
 - (d) High Court – 62 years
 - (e) Lecturers of Polytechnic – 62 years
 - (f) Others 58 years (general)
- 19) Minimum entry level qualification for Group D employees is Class X / SSLC Passed.
3. In response to the request of the Commission the Gujarat Government has also furnished their comments/considered views on issues related with pay and allowances that are part of the Questionnaire of the Commission. Their point-wise response is as follows:-

- **Desirable ratio between expenditure on total emoluments and total revenues of the State**

The Gross State Domestic Product for the year 2016 – 2017 was ₹ 1125654 cr., while Revenue for the same year was ₹ 135970 cr.

As per the Sixth Central Pay Commission, Pay, Allowances and Pension expenditure was ₹ 20931.2 cr. and ₹ 7791.47 cr. respectively, which is 1.86% and 0.69 % of the GSDP with overall expenditure of 2.55 %.

After the implementation of the recommendations of the 7th Pay Commission, the revised expenditure for Pay – Allowances and Pension will be ₹ 27625.38 cr. and ₹ 7791.47 cr. respectively which would be 2.45% and 0.81 % of the GSDP with overall expenditure of 3.27 %.

Thus, the macro-economic impact of the expenditure is in conformance with the need for fiscal prudence and micro-economic stability.

- **Resource mobilization**

The State Government is keen to subsidize the additional burden of Pay and Pension revision but no such measures have been initiated still.

- **Introduction of contract/part-time employment and use of modern information Technology enable services/process/equipment with consequent reduction of man-power**

Government has introduced Scheme for the appointment by direct recruitment as probationary with fixed pay on the post of all the cadres of class – 3 and class – 4 of the State Government. Government has also introduced policy of contractual appointments for 11 months. This policy was made to control the non-plan expenditure of the State Government. Non-plan expenditure has been economised to some extent.

- **Broad principles of pay determination and Concept of Minimum Wage/Determination of the minimum wage/ Methodology to assess the need based minimum wage**

State Government does not constitute separate State Pay Commission or Expert Committee to study the pay structure and pay revision. Since the Fourth Central Pay Commission (1986) the State Government had decided to implement the recommendations of the Central Pay Commissions. So these issues were not considered by the State Government.

- **Optimum ratio between the minimum basic pay and maximum basic pay of State Government employees**

The Government of Gujarat revises the pay structure of the employees as per the recommendation of Central Pay Commission on ‘Scale to Scale’ basis and not on the ‘Post to Post’ basis, corresponding to posts under Central Government. The rates of allowances are, however, revised as per the State Government Policy. In particular, D.A. and H.R.A. are as per Central Government. While Transportation Allowance is given at a rate decided by

State Government, Compensatory Local Allowance (CLA) is continued at the prevailing rates.

No Education Allowance is payable to the employees.

- **Rates of Allowances (Dearness Allowance, House Rent Allowance, Medical Allowance, Hills Compensatory Allowance, other allowance)**

The State Government implements the recommendations of the Central Pay Commissions regarding Pay Scales only. Regarding allowances, the prevailing allowances are revised as per the State Government policy. Many allowances sanctioned by GOI are not given to State Government employees.

The following Allowances are given to the State Government employees:-

Dearness Allowance, House Rent Allowance, Transport Allowance, Compensatory Local Allowance (CLA), Medical Allowance, Travelling Allowance, Daily Allowance on Tour, Permanent Travelling Allowance, etc. Details are shown in following Table below:

| Allowances | | | |
|---|---|--|-------------------|
| Dearness Allowance | As per Government of India orders | 125% up to Sixth Pay Commission. Yet to be declared as per 7 th Pay Commission | |
| H.R.A. | | X (Metro city) | 30% |
| | | Y | 20% |
| | | Z | 10% |
| Transport Allowance | Not as per GOI orders | For X/Y cities | For Z cities |
| | | 1600 | 800 |
| | | 800 | 400 |
| | | 200 | 150 |
| Compensatory Local Allowance (CLA) | GOI has abolished this allowances in 6 th PC | For X cities ₹ | For Y cities ₹ |
| | | 300 | 240 |
| | | 200 | 150 |
| | | 150 | 95 |
| Medical Allowance (in lieu of Medical Reimbursement) | ₹ 500/- p.m. to pensioners not covered under CGHS | ₹ 300/- p.m. for employees and pensioners who opt for medical allowance instead of medical reimbursement | |
| Travelling Allowance and Daily Allowance | Not as per GOI | As per the Government Resolution dated 3-10-2012 (copy attached) | |
| Travelling Allowance on Transfer and Retirement | Not as per GOI | As per the Government Resolution dated 23-4-2015 (copy attached) | |
| Non Practising Allowance for Doctors and Veterinary Doctors | As per GOI 25% of Basic Pay | 25% of Basic Pay | |

Other allowances (like Children Education Allowance, etc.) which may lead to major expenditure are not payable in the State.

Following are other Compensatory Allowances given to some categories of employees:

| | | |
|----|---|---|
| 1 | Family Planning Allowance (increment as per Fifth Pay Commission) | No change in Sixth Pay Commission |
| 2 | News Paper Allowance (Class-1 officers) | Actual in prescribed limit |
| 3 | Nursing Allowance (Nursing Staff) | No change in Sixth Pay Commission |
| 4 | Cash Handling Allowance | No change in Sixth Pay Commission |
| 5 | Clothing Allowance | For Class-IV employees |
| 6 | Washing Allowance | For Class-IV employees |
| 7 | Deputation Allowance | No Revision |
| 8 | Handicap Allowance | Transport Allowance at 2 times of existing rate for other employees |
| 9 | Special Pay | For Police force, commandos etc |
| 10 | Project Allowance | No Revision |
| 11 | Dang Allowance | Employees posted in remote area of the Dang District |
| 12 | Stipend during training | As decided by the Government from time to time. |
| 13 | Training Allowance (to employees in training institutes) | 10% and 25% of the Basic Pay |

• **Pensionary benefits to Government Employees:**

At present, the following retirement benefits are available to the employees of the Government of Gujarat–

- Pension/Family Pension
- Gratuity
- Commutation of Pension (CVP)
- Additional Quantum of Pension above 80 years pensioners/family pensioners.

(a) Types of Pension

- Superannuation Pension [GCS (pension) Rule 45]
- Retiring Pension [GCS (Pension) Rule 46]
- Invalid Pension [GCS (Pension) Rule 52]
- Compensation Pension [GCS (Pension) Rule 65]
- Wound or Injury Pension [GCS (Pension) Rule 69]
- Compassionate Pension [GCS (Pension) Rule 77]
- Family Pension [GCS (Pension) Rules Chapter: 10]

(b) Pension (As per 7th Pay Commission)

- Minimum Pension is ₹ 9000/-
- Maximum limit for Pension is ₹ 112500/-

- 50% of the last pay drawn or 50% of last 10 months average pay whichever is beneficiary.
- Pay means prescribed level in pay matrix.
- In case of superannuation minimum 10 years qualifying service required for Pension.
- In case of voluntary retirement 20 years qualifying service required for pension.
- In calculating the length of qualifying service, fraction of a year equal to six months and above shall be treated as a complete year and reckoned as qualifying service.
- Minimum pension should not be less than 50% of the minimum pay of pay matrix of the post last held by pensioner at the time of retirement.
- If qualifying service is less than 10 years, service gratuity is admissible @ 1 month pay for each completion of the year.

• **Commutation of Pension:**

- 40% of pension.
- If applied within 1 year from the date of retirement no medical certificate is required.
- Amount paid as CVP is to be deducted from monthly pension up to 15 years from the date of payment of commuted value of pension. Commuted value of pension is to be restored after fifteen years.
- Rate is to be taken in to the consideration is on the basis of age on next birth date at the time of retirement.
- Formula: Amount of commuted pension x rate x 12 = (40%) x 8.371 x 12
= (8.371 is the rate for 59 years, 8.194 is the rate for 61 years)

• **Death cum Retirement Gratuity (DCRG):**

- ½ Pay for each year of qualifying Pensionable Service.
- (Pay means prescribed level in pay matrix + D.A.)
- Maximum DCRG is ₹ 20,00,000/-
- Formula
- = $\frac{\text{Last Pay} + \text{D.A.} \times \text{Pensionable Service}}{2}$
- Maximum 33 years qualifying service is to be taken into consideration. (i.e. maximum 16 ½ Pay).

• **DCRG in case of death while in service:**

| Length of qualifying service | Rate of Death Gratuity |
|---|--|
| Less than one year | 2 months pay + Dearness Allowance |
| One year or more but less than 5 year | 6 months pay + Dearness Allowance |
| 5 years or more but less than 11 years | 12 months pay + Dearness Allowance |
| 11 years or more but less than 20 years | 20 months pay + Dearness Allowance |
| 20 years or more | One month's pay for each completed year of service limited to thirty three Pay + Dearness Allowance. |

• **Family Pension :**

- Death after retirement or death while in service
 - ❖ Spouse is eligible for Family Pension.
 - ❖ Till death or re-marriage (whichever is earlier).
- If both expired
 - ❖ Son or daughter is eligible for family pension subject to the following -
 - ✓ He/she attains age of 25 years
 - ✓ Monthly Income criteria ₹ 3500/- + T.I.
 - ✓ Till marriage
whichever is earlier.
 - ❖ Family Pension to Son/Daughter – Grant of family pension to children shall be payable in order of their date of birth.
- If deceased employees is unmarried at the time of death, mother or father is eligible for family pension subject to –
 - ❖ Deceased employee has no family
 - ❖ Mother or father was fully dependent on deceased employee
 - ❖ Mother or father's monthly income should not be more than ₹ 3500/- + T.I.
 - ❖ First priority should be given to Mother and thereafter Father is eligible.
- Family pension to mentally retarded/physically handicapped son/daughter subject to –
 - ❖ Unmarried
 - ❖ Monthly Income criteria ₹ 3500/- + T.I.
 - ❖ Such disability took place before 25 years.

- ❖ As per Finance Department GR. Dated: 05-05-2016, Minimum Pension is granted to Mentally retarded/Physically Handicapped Son/Daughter who get disability after 25 years or/and married.
- Amount of family pension in case of death after retirement –
 - ❖ Family pension – I (Enhanced Rate) 50% of last pay up to 7 years or pensioner would have reached 65 years whichever is earlier.)
 - ❖ Thereafter, Family pension – II (Normal Rate) 30% of last pay till death.
 - ❖ Family pension – I should not be more than pension (Pay means prescribed level in pay matrix)
- Expired while in service –
 - ❖ Family pension – I : 50% of last pay up to 10 years from the date of death.
 - ❖ Thereafter, Family pension – II : 30% of last pay till death.
- **Additional quantum of pension/Family pension to the old pensioners :**

| Age of pensioner/Family pensioner | Additional Quantum of Pension |
|--|--|
| From 80 years to less than 85 years | 20% of revised basic pension/ family pension |
| From 85 years to less than 90 years | 30% of revised basic pension/ family pension |
| From 90 years to less than 95 years | 40% of revised basic pension/ family pension |
| From 95 years to less than 100 years | 50% of revised basic pension/ family pension |
| 100 years or more | 100% of revised basic pension/ family pension |

Tax System: Totally computerised, including Motor Vehicles Taxation.

Annexure : INT – 16

Officials of District Offices/Subordinate Offices and representatives of Service Association who appeared before the Commission under West & South Garo Hills District on 4th April, 2017

| Sl. No. | Name of persons & designation |
|----------------|---|
| 1. | Shri Ram Kumar, Additional Deputy Commissioner |
| 2. | Smti Annie V.D. Shira, Additional Deputy Commissioner, Tura |
| 3. | Shri Z.J. Sangma, MCS, Additional Deputy Commissioner i/c SDO (C) Chokpot, Baghmara |
| 4. | Dr. Beatrice Ch. Marak, Medical Superintendent, O/o District MCH Hospital, Tura |
| 5. | Smti Yvette Penny Chikasin G. Momin, Tourist Officer, West Garo Hills, Tura |
| 6. | Shri C.B. Sangma, Tourist Officer, South Garo Hills, Baghmara |
| 7. | Shri B. Jeremy R. Marak, Enforcement Inspector |
| 8. | Smti K.R. Marak, Assistant Curator, District Museum Arts & Culture. |
| 9. | Shri Samuel Marak, Executive Engineer (Mech.) PWD Mechanical Division, Tura |
| 10. | Shri R. P. Marak, Executive Engineer, PWD NEC Division Tura |
| 11. | Smti Victoria D. Sangma, Child Development Project Officer, Baghmara |
| 12. | Smti T. U. Marak, Child Development Project Officer, Baghmara |
| 13. | Shri C.K.B. Sangma, Industrial Promotion Officer, District Commerce & Industries Centre, Baghmara |
| 14. | Smti Walchi D. Sangma, Pharmacist |
| 15. | J. Ch. Momin, Pharmacist |
| 16. | Smti Chalme D. Sangma, Pharmacist |
| 17. | Shri Tuester R. Marak, Pharmacist |
| 18. | Smti Maychisa .N. Sangma, Pharmacist |
| 19. | M. N. Sangma, Pharmacist |
| 20. | Shri Elvis Presley S. Sangma, Lab Technician, Tura Civil Hospital |
| 21. | Shri Namseng A. Sangma , Tura Civil Hospital |
| 22. | Shri S. T Sangma, Bee Keeping Demonstrator, O/o District Commerce & Industries Centre, Tura |
| 23. | Shri Savio R. Marak, Bee Keeping Demonstrator, O/o District Commerce & Industries Centre, Tura |
| 24. | Shri Shandam M. Marak, Bee Keeping Demonstrator, O/o District Commerce & Industries Centre, Tura |

Report of the Fifth MPC

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| 25. | Shri Brilliant Silkam S. Momin, Bee Keeping Demonstrator, O/o District Commerce & Industries Centre, Tura |
| 26. | Twilight T. Sangma, Transport Department |
| 27. | S.K. Sangma, Transport Department |
| 28. | Shri L.B. Marak, Head Assistant, O/o Sub Divisional Office (Civil) Dadengiri |
| 29. | Shri M. Kr. Dhar, Head Assistant, Baghmara National Highway Division |
| 30. | S. Ch. Sangma, Tura Treasury Office, Tura |
| 31. | All Meghalaya District Ministerial Officers Association |
| 32. | All Garo Hills Contingency Menial Association |
| 33. | All Garo Hills Medical & Para Medical Association |
| 34. | All Garo Hills ANM/LHV Association |
| 35. | All Garo Hill IV Grade Association, Baghmara |
| 36. | Grade IV Association, Tura Unit |

Annexure : INT – 17

Officials of District Offices/Subordinate Offices and representatives of Service Associations who appeared before the Commission under East, North & South West Garo Hills on 4th April, 2017

| Sl. No. | Names of person & designation |
|----------------|--|
| 1. | Shri G.K. Marak, Superintending Engineer, PWD (R), Williamnagar |
| 2. | Shri S. Ch. Sangma, Sub-Divisional Officer (T/C), Executive Engineer, PWD (R) Williamnagar Division |
| 3. | Dr. J. K. Marak, District Medical & Health Officer, Williamnagar |
| 4. | Dr. K. A. Sangma, District Medical & Health Officer, South West Garo Hills, Ampati |
| 5. | Smti S.K.M. Sangma, District Horticulture Officer, North Garo Hills, Resubelpara |
| 6. | Smti P.K. Sangma, Assistant Director of Horticulture , District Horticulture Office, South West Garo Hills, Ampati |
| 7. | Shri S.A. Sangma, Horticulture Development Officer, South West Garo Hills, Ampati |
| 8. | Shri B. Ch. Momin, Sub-Divisional Agriculture Officer, District Agriculture Office, South West Garo Hills, Ampati |
| 9. | Smti A.W.M. Sangma, Assistant Director of Agriculture, District Agriculture Office, South West Garo Hills, Ampati |
| 10. | Shri Donny N. Mark, O/o District Horticulture Officer, Williamnagar |
| 11. | Shri U. Muktieh , General Manager, District Commerce & Industries Centre, East Garo Hills, Williamnagar |
| 12. | Smti Bulbully S. Marak, Tourist Officer, East Garo Hills, Williamnagar |
| 13. | Smti T.J.B. Sangma, Tourist Officer, South West Garo Hills, Ampati |
| 14. | R.Z. Das, Sub-Divisional School Education Officer, South West Garo Hills, Ampati |
| 15. | Smti C.J. Sangma, District School Education Officer, South West Garo Hills, Ampati |
| 16. | Smti Sanghita P. Marak, Border Areas Development Officer, Ampati |
| 17. | Smti Madonna Onasis T. Sangma, Child Development Project Officer, Zikzak, Ampati |
| 18. | Shri G.W. Momin, Superintendent of Fisheries, South West Garo Hills, Ampati |
| 19. | Shri P.V.K. Marak, Treasury Officer, Ampati Treasury |
| 20. | Smti L.S.G. Momin, Assistant Engineer, Water Resources, Ampati Division |

Report of the Fifth MPC

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| 21. | Smti Chingse M. Sangma, Junior Divisional Accountant, Water Resources, Ampati |
| 22. | Shri Standley T. Sangma, Head Assistant, O/o the Superintendent of Police, South West Garo Hills, Ampati |
| 23. | Janu Sangma, O/o the District Commerce & Industries Centre, Williamnagar |
| 24. | Grade IV Employees Association, East Garo Hills, Williamnagar |
| 25. | Meghalaya Government Employees Federation, Williamnagar |
| 26. | All Meghalaya District Ministerial Staff Association |
| 27. | A.G.E.A, Ampati |

Annexure : INT – 18

Officials of District Offices/Subordinate Offices and representatives of Service Associations who appeared before the Commission under East Jaintia Hills on 25th April, 2017

| Sl. No. | Name of persons & designation |
|----------------|--|
| 1. | Dr. W. Ryngkhlem, District A.H. & Veterinary Officer |
| 2. | Dr. L. Passah, i/c D.M & H.O, East Jaintia Hills District |
| 3. | Shri W. Laloo, Superintendent of Excise |
| 4. | Smti P. Phawa, Superintendent of Fisheries |
| 5. | Shri D. Lathong, Assistant Engineer, Urban Affairs |
| 6. | Shri S. Pasweth, General Manager, District Commerce & Industries Centre, Khliehriat |
| 7. | Shri P. Myrten, Border Area Development Officer, Khliehriat |
| 8. | Smti D. Lyngdoh , District Handloom Officer |
| 9. | Shri B. Mawkhiew, District Statistical Officer, Khliehriat |
| 10. | Smti K. Lyngdoh, District Horticulture Officer, Khliehriat |
| 11. | Smti R. Kharchandy, Inspector of Housing |
| 12. | Smti I.M. Pasweth, District Agriculture Officer, Khliehriat |
| 13. | Shri D. Lato, Tourist Officer, Khliehriat |
| 14. | Shri H. Passah, Junior Engineer, Water Resources, East Jaintia Hills Division Khliehriat |
| 15. | Shri A. Sutnga, R.O., (T) Range |
| 16. | Smti A.G. Lamare, Cashier |
| 17. | Smti J.M. Nongkynrih, O/o the District Employment Exchange, Khliehriat |
| 18. | Shri O. Nyalang, L.D.A., O/o the D.T.O. Khliehriat |
| 19. | Shri R. Tariang, O/o the D.T.O. Khliehriat |

Officials of District Offices/Subordinate Offices and representatives of Service Association who appeared before the Commission under West Jaintia Hills on 25th April, 2017

| Sl. No. | Name of persons & designation |
|----------------|--|
| 1. | Shri S.C . Laloo, Additional Deputy Commissioner, Jowai |
| 2. | Smti H.M.L Kynta, Extra Assistant Commissioner, Jowai |
| 3. | Smti B. Blah, Block Development Officer, Thadlaskein |
| 4. | Shri L.T. Tariang, Block Development Officer & Extra Assistant Commissioner, Laskein |
| 5. | Shri G. Rani, Assistant Director, Border Area Development, Jowai |
| 6. | Shri Paul Synnah, Sub-Divisional Officer, P.H.E |
| 7. | Shri H. Shangpliang, District Sport Officer, Jowai |
| 8. | Smti A. Passah, Dist. Sericulture Officer, Jowai |
| 9. | Shri B. Pariat, District Employment Officer, Jowai |
| 10. | Dr. (Mrs.) S.M. Kharbudon, District A.H. & Veterinary Officer, Jowai |
| 11. | Dr. P.B. Nongpluh, Sr. A.H. & Veterinary Officer, Jowai |
| 12. | Dr. D. Lyngdoh, Veterinary Officer, Amlarem |
| 13. | Dr. V.J. Laloo, I/c. MCH, O/o DM & HO, Jowai |
| 14. | Shri A.K. Sangma, Sub-Divisional Public Relations Officer, Amlarem |
| 15. | Shri P. W. Dkhar, Treasury Officer, Jowai |
| 16. | Shri L. Kharmawlong, Executive Engineer, PWD(R), North Jowai Division |
| 17. | Shri H. Siangshai, Executive Engineer, PWD Mechanical |
| 18. | Shri C. Najiar, Executive Engineer, PHE, RWS Division, Jowai |
| 19. | Smti J.F. Lyngdoh, Executive Engineer, Water Resources, Jowai |
| 20. | Shri S. Kyndiah Executive Engineer, PWD(R) Jowai Central Division, Jowai |
| 21. | Shri S.T. Blah, Senior Cooperative Officer, Amlarem |
| 22. | Smti D. Khongiong, Joint Director, DSEL, Jowai |
| 23. | Shri R. Muksor, Assistant Director, Information & Public Relations, Jowai |
| 24. | Smti B. Majaw, District Horticulture Officer, Jowai |
| 25. | Shri R. Rymbui, Superintendent of Fisheries |
| 26. | Smti J. L. Nonglait, Fishery Officer, Jowai |
| 27. | Smti B. Toi, Labour Inspector, Jowai |

| | |
|-----|---|
| 28. | Smti R. Kharchandy, Inspector of Housing, Jowai |
| 29. | Dr. J.P. Sharma, Associate Professor, Kiang Nongbah Govt. College, Jowai |
| 30. | Shri M.S. Kharshiing, Principal, Jowai Public School |
| 31. | Smti F. Wahlang, Superintendent of District Jail, Jowai |
| 32. | Smti K. Passah, Superintendent of Police, Jowai |
| 33. | Shri G.U. Wahlang, Assistant Commandant, 3 rd MLP |
| 34. | Shri D.H. Pde, Inspector i/c Jowai Traffic Branch |
| 35. | Shri E. Pala, Sub-Divisional Officer, Health Engineering Wing, Jowai |
| 36. | Smti J. Synnah, Superintendent, TSEWNCP, Jowai |
| 37. | Smti D.R. Sangma, S.I., R.O., Jowai Police Reserve |
| 38. | Shri J.M. Pakyntein. Assistant Agriculture Engineer (M), Jowai |
| 39. | Smti E. Hynniewta, Librarian, Jowai Polytechnic |
| 40. | Shri P. Mukhim, Instructor, ITI Jowai |
| 41. | Smti J. Sohliya, Research Officer, DLRS, Jowai |
| 42. | Shri W.B. Pariat, Senior Cooperative Officer, O/o Assistant Registrar of Cooperative Societies, Jowai |
| 43. | Smti S. D. Shylla, Tourist Officer, Jowai |
| 44. | Shri R. Hadia, Accounts Officer, PHE Electrical Division, Jowai |
| 45. | Shri D.D. Lamare, Accounts Officer, O/o Executive Engineer, PWD (R) Jowai Central Division, Jowai |
| 46. | Shri R. Lato, Accounts Officer, O/o Executive Engineer (Water Resources) Jowai Division |
| 47. | Shri R. Blah, Accounts Officer, O/o Executive Engineer, PWD (Bldg.) Jowai Division, Jowai |
| 48. | Smti W. Lywait, Accounts Officer, PWD Jowai North Division, Jowai |
| 49. | Shri Baburam Pandey, Operator, 3 rd MLP Battalion |
| 50. | Shri I. Khongjoh, S.I. District Home Guards |
| 51. | Shri . H. Sutnga, Manager, Sericulture Jowai |
| 52. | Shri D.P. Rapphap, Sectional Assistant, Health Engineering Wing, Jowai |
| 53. | Smti I. Wahlang, Functional Manager, District Commerce & Industries Centre |
| 54. | Smti H. Lato, Divisional Forest Officer, (Wild Life) |
| 55. | Shri S.P.R. Shullai, RFO, (SF) Jowai Range |
| 56. | Smti E. Shylla, Assistant Teacher, Govt. Practising B.T.C. |
| 57. | Smti H. Lyngdoh, Assistant Teacher, Govt. Practising B.T.C. |
| 58. | Shri Hubert Thyriang, Govt. Girls' Higher Secondary School, Jowai |

Report of the Fifth MPC

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| 59. | Shri S. Dkhar, Govt. Boys' Higher Secondary School, Jowai |
| 60. | Smti Dawansuk Lathong, Rymbai Govt. Secondary School, Rymbai |
| 61. | Smti L.M. Darnei, DMC, SSA, Jowai |
| 62. | Smti A. Khongsngi, District Handloom Office, Jowai |
| 63. | Smti D. Laloo, Research Assistant, Divisional Forest Office (T), Jowai |
| 64. | Shri M.E. Lamare, U.D.A, District Jail Jowai |
| 65. | Smti. P. Shullai, U.D.A, Divisional Forest Office (T), Jowai |
| 66. | Smti S. Dhar, U.D.A, Divisional Forest Office (WL) Jowai |
| 67. | Smti G. Sumer, Head Assistant, O/o Assistant Registrar of Cooperative Societies |
| 68. | Smti L. Bareh, U.D.A, District Home Guards, Jowai |
| 69. | Smti L. Pakyntien, U.D.A, O/o District School Education Officer, Jowai |
| 70. | Smti P. Dkhar, U.D.A, O/o District School Education Officer, Jowai |
| 71. | Smti J. Mawrie, U.D.A, O/o Superintendent of Police, Jowai |
| 72. | Smti L. Pohsnem, U.D.A, O/o SDSEO, Amlarem |
| 73. | Smti S. Nongrum, L.D.A, O/o D.M. & H.O, Jowai |
| 74. | Shri Meban P. Marwein, UBC, Police Reserve Jowai |
| 75. | Smti A Pasweth. L.D.A, SDSEO, Jowai |
| 76. | Smti E.F. Chullai, LDA, SDSEO, Jowai |
| 77. | Smti L. Nikhla, O/o Water Resources, Jowai |
| 78. | Shri F.F. Sumer, O/o Legal Metrology |
| 79. | Jaintia Hills Govt. Primary School Teachers Association, Jowai |
| 80. | Meghalaya Agricultural Technical Govt. Employees Service Association, West Jaintia Hills District Unit |

Annexure : INT – 20

Officials of District Offices/Subordinate Offices and representatives of Service Associations who appeared before the Commission under West & South Khasi Hills on 29th May, 2017

| Sl. No. | Name of persons & designation |
|----------------|---|
| 1. | Shri P.D. Sangma, Additional Deputy Commissioner, Nongstoin |
| 2. | Shri H.S. Diengdoh, Additional Deputy Commissioner, Mawkyrwat |
| 3. | Smti B. Ranee, Extra Assistant Commissioner, Nongstoin |
| 4. | Shri V. Swer, Extra Assistant Commissioner, Nongstoin |
| 5. | Shri R. Pde, Additional Superintendent of Police, O/o Superintendent of Police, Mawkyrwat |
| 6. | Shri B, Chhetri, Deputy Superintendent of Police, O/o Superintendent of Police, Nongstoin |
| 7. | Smti F.M. Lakiang, i/c Sub-Divisional Office (C), Mairang |
| 8. | Shri S.M. L. Tron, Treasury Office, Nongstoin |
| 9. | Shri K.S. Nongbsap, Assistant Director of Agriculture, Nongstoin |
| 10. | Shri G. Khongdir, Joint Director of School Education & Literacy, Nongstoin |
| 11. | Shri A. Lyngdoh, Border Area Development Officer, Nongstoin |
| 12. | Dr. Z. Marak, Senior Medical & Health Officer, Civil Hospital, Nongstoin |
| 13. | Dr. R. Laloo, Junior Specialist, O/o D.M.& H.O, Nongstoin |
| 14. | Dr. (Mrs.) M. Marbaniang, D.M.& H.O, Mawkyrwat. |
| 15. | Dr. (Mrs.) M. Bareh, Medical Superintendent, T.M. Hospital, Mairang |
| 16. | Dr. J. Kongwang, O/o the District Veterinary Officer, Mawkyrwat |
| 17. | Dr. D. Lyngdoh, O/o the District Veterinary Officer, Mawkyrwat |
| 18. | Dr. S. Kharpran, O/o the District Veterinary Officer, Nongstoin |
| 19. | Shri A. Lyngkhoi, Executive Engineer, PHE, Nongstoin |
| 20. | Shri L. Sooting, Executive Engineer, Water Resources, Nongstoin |
| 21. | Shri F. Sohlang, Executive Engineer, PWD, Ranikor |
| 22. | Shri K.K. Shylla, Superintendent of Excise, Nongstoin |
| 23. | Shri R. Wankhar, District Sericulture Officer, Nongstoin |
| 24. | Shri W.H. Pakyntein, District Agriculture Officer, Nongstoin |
| 25. | Shri C. Sawkmie, District Horticulture Officer, Nongstoin |
| 26. | Shri W. Syiemlieh, Assistant Director of Horticulture, Nongstoin |
| 27. | Shri P. Gatphoh, Assistant Executive Engineer, PWD (R), Nongstoin Sub-Division-I |

Report of the Fifth MPC

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| 28. | Shri B. Kharsynteng, Assistant Executive Engineer, PWD (R), Nongstoin Sub-Division-II |
| 29. | Shri G.J.L. Sangriang, Assistant Agriculture Engineer (Mechanical), Nongstoin |
| 30. | Smti C. Shabong, Assistant Engineer, Urban Affairs, Nongstoin |
| 31. | Shri P. Nongphud, Junior Engineer, PWD(R), Nongstoin |
| 32. | Shri W.S. Lyngdoh, Junior Engineer, PWD(R), Nongstoin |
| 33. | Shri Donbor L. Jyndiang, Junior Engineer, PWD(R), Nongstoin |
| 34. | Shri N. Syiemlieh, Junior Engineer, PWD(R) Nongstoin |
| 35. | Shri A.J. Blah, Junior Engineer, PWD (R) Nongstoin |
| 36. | Shri R. Syiem, Junior Engineer, PHE, Nongstoin |
| 37. | Smti N. Kharbuli, Superintendent of Fisheries, Nongstoin |
| 38. | Smti D.G. Lyngdoh, Superintendent of Fisheries, Mawkyrwat |
| 39. | Shri M.P. Jala, Inspector of Legal Metrology, Nongstoin |
| 40. | Shri F.S. Lyngdoh, Journalist, O/o the District Public Relation Officer, Nongstoin |
| 41. | Shri V. Thyriang, Senior Instructor, ITI, Nongstoin |
| 42. | Shri W. Syiemlieh, Sub-Divisional Officer, PHE Sub-Division Mawkyrwat |
| 43. | Shri R.B. Dkhar, Horticulture Development Officer (F.P), O/o the District Horticulture Officer, Nongstoin |
| 44. | Shri G.A. Lyngdoh, D.P.O. (Renewable Energy) MNREDA, Nongstoin |
| 45. | Shri B.M. Kharkongor, R.F.O, Nongstoin |
| 46. | Shri M. Marwein, Range Assistant, O/o the Divisional Forest Officer (SF), Nongstoin |
| 47. | Smti C. Rani, Accountant, O/o the Divisional Forest Officer, Nongstoin |
| 48. | Smti M. Wanniang, DPO, ICDS Nongstoin |
| 49. | Smti W. Marwein, Nutritionist, DPO, ICDS Cell, Nongstoin |
| 50. | Smti R.K. Jahrin, Lady Supervisor, ICDS, Nongstoin |
| 51. | Smti I.K. War, District Social Welfare Officer, Nongstoin |
| 52. | Shri K. Pyngrope, District Agriculture Officer, Mawkyrwat |
| 53. | Shri B. Kharkongor, Agricultural Development Officer, O/o the District Agriculture Officer, Mawkyrwat |
| 54. | Shri P.L. Kynshi, Agricultural Development Officer, O/o the District Agriculture Officer, Mawkyrwat |
| 55. | Shri B.K. Syiem, District Horticulture Officer, Mawkyrwat |
| 56. | Shri D. Ngaite, Inspector of Excise, Mairang Civil Sub-Division (Excise) |
| 57. | Smti B. Wankhar, Sub-Inspector, Mairang Civil Sub-Division (Supply) |
| 58. | Shri D. Jana, Assistant Enforcement Inspector, Mairang Civil Sub-Division (Revenue) |

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| 59. | Shri S. Thyрниang, District Public Relations Officer, Nongstoin |
| 60. | Smti S.K. Phanbuh, District Public Relations Officer, Mawkyrwat |
| 61. | Shri W.B. Syiemlieh. Statistical Assistant, District Employment Exchange, Nongstoin |
| 62. | Shri T. Suchen, i/c Assistant Registrar of Cooperative Societies, Nongstoin |
| 63. | Shri S. Lyngdoh, JTS, Nongstoin |
| 64. | Shri G.B. Lyngdoh, P.O. (NIC), DCPO, Mawkyrwat |
| 65. | Shri S.R. Kharkongor, (L.C.P.O), DCPO, Mawkyrwat |
| 66. | Shri B.A. Synrem, Assistant Teacher, Sibsing Memorial Govt. Higher Secondary School, Nongstoin |
| 67. | Shri S.B. Blah, Assistant Teacher, Govt. Secondary School |
| 68. | Shri S. Khyriem, Assistant Teacher, Govt. Secondary School |
| 69. | Shri O.T.Lyngwa, District Soil & Water Conservation Officer, Mawkyrwat. |
| 70. | Shri N.I. Wanniang, District School Education Officer, Mawkyrwat |
| 71. | Smti L. Rymbai, District School Education Officer, Nongstoin |
| 72. | Shri J. Thyрниang, Sub-Divisional School Education Officer, Mawkyrwat. |
| 73. | Shri Edward Marngar, i/c Sub-Divisional School Education Officer, Nongstoin |
| 74. | Smti G. Pakyntein, DLC, Nongstoin. |
| 75. | Smti B. H. Syiem, District Soil & Water Conservation Officer |
| 76. | Smti I. Rynjah, District Statistical Officer |
| 77. | Shri M. Nongkhlaw, CDPO, Nongstoin |
| 78. | Smti B. Laitstep, SRCS, Mawkyrwat. |
| 79. | Shri B. Syiemlieh, Bnc. 4 th MLP Battalion |
| 80. | Shri B.S. Syiemlieh, O/o the D.C. Election |
| 81. | Shri Dhanderly Myrthong, SO, Mawkyrwat F & ES |
| 82. | Shri Sachin Mohato, FM, Mawkyrwat F & ES |
| 83. | Shri R. Khardewsaw, Data Entry Operator, Mairang Civil Sub-Division (Election) |
| 84. | Shri S. Mynthlu, U.D.A. O/o the District Public Relation Officer, Nongstoin. |
| 85. | Shri P. Dkhar, U.D.A., O/o the Assistant Registrar of Cooperative Societies, Nongstoin |
| 86. | Smti M. Synrem, Head Assistant, 4 th MLP Battalion |
| 87. | Shri P. Dkhar, Head Assistant, Mairang Civil Sub-Division (Establishment) |
| 88. | Shri F.S, Mawdon, U.D.A, SCI, Mairang. |
| 89. | Shri D. Jana, O/o the Sub-Divisional Officer (C) Mairang |
| 90. | Shri B.L. Pyrbot, Labour Inspector, Block Labour Office, Mairang |

Report of the Fifth MPC

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| 91. | Shri M. Dkhar, Accountant, District Rural Development Agency, Nongstoin |
| 92. | Shri T. Lyngdoh, O/o the Block Development Officer, Nongstoin |
| 93. | Smti B. Nongkhlaw, SDAO, Mairang |
| 94. | Shri S. Nongkynrih, Functional Manager, District Commerce & Industries Centre |
| 95. | Shri O. Mawthoh, Industrial Promotion Officer , District Commerce & Industries Centre |
| 96. | Smti E. L. Nonglait, O/o Executive Engineer, PWD (R), Mawkyrwat. |
| 97. | Smti M. L. Marwein, O/o Executive Engineer, PWD (R), Mawkyrwat |
| 98. | Shri H.J. Marwein, O/o General Manager, District Commerce & Industries Centre, Mawkyrwat |
| 99. | Smti B.K. Hoojon, U.D.A, O/o the AAE (M) |
| 100. | Smti P. Marbaniang, DHA, O/o the Executive Engineer, PWD (R), Nongstoin |

Annexure : INT – 21

Officials of District Offices/Subordinate Offices and representatives of Service Associations who appeared before the Commission under East Khasi Hills on 29th May, 2017

| Sl. No. | Name of persons & designation |
|----------------|---|
| 1. | Shri D. Hynniewta, Additional Deputy Commissioner i/c Pynursla Sub-Division & Project Director, District Rural Development Agency, Shillong |
| 2. | Shri J.R.T. Sangma, Extra Assistant Commissioner, Shillong |
| 3. | Smti M. Shira Kshiar, Extra Assistant Commissioner, Shillong |
| 4. | Shri N. Hajong, Sub-Divisional Officer (C) Sohra |
| 5. | Shri P. Mukhim, Block Development Officer, Mawsynram |
| 6. | Shri W.B. Marbaniang, Block Development Officer, Mawkyntew |
| 7. | Shri L. Kynjing, Block Development Officer, Mawryngkneng |
| 8. | Shri M.A Challam, Block Development Officer, Mawphlang |
| 9. | Shri Peter T. Passah, Block Development Officer, Myllem |
| 10. | Shri B.S. Sohliya, Chief Executive Officer, Shillong Municipal Board |
| 11. | Shri N. R. Tariang, Assistant Director, Border Area Development, Shillong |
| 12. | Dr. (Mrs.) A. Laloo, Assistant Director, ICDP Upper Shillong |
| 13. | Shri B. Lyngdoh, District Urban Planner, Khasi Hills, Shillong |
| 14. | Shri S.G. Kharmawphlang, Executive Engineer, PHE, GSWS-II, Mawphlang |
| 15. | Shri R. Budnah, Executive Engineer, Urban Affairs, Shillong |
| 16. | Shri P. Tynsong, Executive Engineer, PWD (R), Shillong South Division |
| 17. | Shri W.R. Lyngdoh, Executive Engineer, PWD (R) NH Division |
| 18. | Shri B.M Syiem, Executive Engineer, PWD (R), NH Bye Pass Division |
| 19. | Shri M. Lyngdoh, Assistant Executive Engineer, PWD (R), National Highway Division |
| 20. | Shri J.H. Suchiang, Superintendent of Fisheries |
| 21. | Shri P.R. Lyngdoh, Superintendent of Fisheries |
| 22. | Smti L. Pyngrope, District Housing Officer, Shillong |
| 23. | Shri K. Marwein, Senior Dairy Officer, Central Dairy Shillong |
| 24. | Dr. F.G. Marwein, Senior Medical & Health Officer, R.P. Chest Hospital, Shillong |
| 25. | Dr. B. Mawlong, Civil Hospital, Shillong |
| 26. | Dr. M. Mawrie, District T.B. Centre, Shillong |
| 27. | Dr. M.R. Basaiawmoit, O/o D.M. & H.O. Shillong |

Report of the Fifth MPC

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| 28. | Dr. (Mrs.) A. Pakyntein, District A.H. & Veterinary Officer, Shillong |
| 29. | Dr. (Mrs.) P. Tariang, Sub-Divisional A.H. & Veterinary Officer, Sohra |
| 30. | Dr. L. Tyngkan, A.H & Veterinary Officer, ICDP Upper Shillong |
| 31. | Dr. B.K. Blah, A.H & Veterinary Officer, ICDP Upper Shillong |
| 32. | Dr. M.L. Kynta, A.H & Veterinary Sohra Sub-Division |
| 33. | Dr. D.K. Nongkynrih, A. H & Veterinary Sohra Sub-Division |
| 34. | Shri T.S. Khongsdam, District Statistical Officer, Shillong |
| 35. | Shri P.S. Kharnaioir, District Horticulture Officer, Shillong |
| 36. | M.K. Hujon, District Social Welfare Officer, Shillong |
| 37. | Shri J.E G. Momin, Deputy Superintendent of Excise. |
| 38. | Shri P.H. Khongsngi, Deputy Controller, Civil Defence Shillong |
| 39. | Shri R. Sungoh, Accounts Officer, O/o Executive Engineer PWD (B) Shillong Building Division |
| 40. | Shri S. P. Lyngdoh, Accounts Officer, Hills Division Shillong |
| 41. | Shri A.S. Marbaniang, Accounts Officer, GSWS Division-II Mawphlang |
| 42. | Shri S. Mawlong, Accounts Officer, PWD (R) National Highway Division, Shillong |
| 43. | Smti H.P. Das, Accounts Officer, O/o Superintending Engineer, PHE RC |
| 44. | Shri D.N. War, RFO, Forest & Environment |
| 45. | Shri D. Warkhyllaw, Superintendent District Jail, Shillong |
| 46. | Shri Kenny Kharsyntiew, Assistant Engineer, O/o PWD (R) Mawsynram Division |
| 47. | Shri S.B. Lynser, Inspector of Statistics, O/o the District Statistical Officer, Shillong |
| 48. | I. Sangma, Sub Inspector, O/o the Superintendent of Police, Shillong |
| 49. | Shri R.S. Marbaniang, Inspector of Excise |
| 50. | Shri Godwin L. Fancon, Junior Engineer, PHE Electrical Sub-Division Mawphlang |
| 51. | Shri V. Manners, Orchidologist, O/o Divisional Forest Office, Silvicultural Division |
| 52. | Smti I. Rynjah, Divisional Soil & Water Conservation Officer, Shillong Cash Crop Division |
| 53. | Shri H.E. Syiem, Sub-Divisional Officer (T/C) PHE Electrical Division, Mawphlang |
| 54. | Smti M. Nongbri, District Agriculture Officer, Khasi Hills, Shillong |
| 55. | Shri S. Kharbani, Accountant, Pynursla |
| 56. | F. Syrtil, UB Inspector, O/o the Superintendent of Police, Shillong |
| 57. | Smti H. Kharkongor, Head Assistant, PHE Electrical Division Mawphlang |
| 58. | Shri A. Sawian, U.D.A O/o Khatarshnong, Laitkroh Community & Rural |

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| | Development Block |
| 59. | Shri H.K. Marbaniang, U.D.A O/o Divisional Forest Officer Silvicultural Division |
| 60. | Shri A.S. Lyngdoh, U.D.A O/o Divisional Forest Officer, Khasi Hills (T) Division |
| 61. | Smti B.M. Kharakor, WP/S, Shillong DEF, Police Department |
| 62. | Smti M. Lyngdoh, Matron, R.P. Chest Hospital, Shillong |
| 63. | Shri D. Diengdoh, Ganesh Das Hospital |
| 64. | Smti M. Kharbithai, Civil Hospital, Shillong |
| 65. | Shri S. Dhar, O/o the Health Engineering Wing |
| 66. | Shri P.K. Choudhury, Cooperation Department |
| 67. | Smti V. Lyngdoh, Education Department |
| 68. | Shri Vincent Nianglang, O/o the Sub-Divisional School Education Officer, Sohra |
| 69. | Shri P. Tariang, Education Department |
| 70. | Smti M. Nongkhlaw, Sub-Divisional School Education Officer, Shillong |
| 71. | Shri S.K. Seal, O/o State Resource Centre on Disability |
| 72. | S. Majaw, O/o District Commerce & Industries Centre, Shillong |
| 73. | Smti B. Laso, ADH (FP) Shillong |
| 74. | Smti B. Pyngrope, O/o Community & Rural Development Block, Mawsynram |
| 75. | Shri I. Warjri, O/o Community & Rural Development Block, Mawsynram |
| 76. | Shri N. Pariat, DVO, Shillong |
| 77. | Shri T. Pyrbot, Agriculture Department |
| 78. | Shri B. Shylla, Agriculture Department |
| 79. | Shri E.Y. Shylla, Agriculture Department |
| 80. | Smti D. Syngai, Agriculture Department |
| 81. | Shri B. Khyriem, Housing Department |
| 82. | Shri E. Lamare, PHE Department |
| 83. | Shri M. Passah, O/o PHE GS Circle |
| 84. | Shri P. Nongrum, PHE Department |
| 85. | Shri T. Mynsong, Fishery Department |
| 86. | Shri B. Sun, O/o D.M. & H.O, Shillong |
| 87. | Shri A.M. Sarkar, O/o D.M. & H.O, Shillong |
| 88. | Smti B.M. Umlong, ADA (PP), East Khasi Hills, Shillong. |
| 89. | Smti D.V. Massar, Social Welfare Department |
| 90. | Smti N. Umdor, Social Welfare Department |

Report of the Fifth MPC

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| 91. | Smti B. Nengnong, Social Welfare Department |
| 92. | Shri A.S. Mukhim, Community & Rural Development |
| 93. | Smti E.L. Warjri, Community & Rural Development |
| 94. | Smti C. Lyngdoh, PWD (R) |
| 95. | Smti M. Suchiang, PWD (R) |
| 96. | Smti D. Kharshiing, O/o Laitkroh Community & Rural Development Block |
| 97. | Smti W. Shangpliang, Assistant Librarian, Shillong Polytechnic |
| 98. | Shri B. Lyngdoh, DMO |
| 99. | Shri B. Wahlang, DMO |
| 100. | Shri W. Wanniang, O/o Block Development Officer, Mawphlang C & R.D. Block |

Annexure : INT – 22

Officials of District Offices/Subordinate Offices and representatives of Service Associations who appeared before the Commission under Ri-Bhoi District on 30th May, 2017

| Sl. No. | Name of persons & designation |
|----------------|--|
| 1. | Shri D.P. Kharsati, Additional Deputy Commissioner, Ri-Bhoi District |
| 2. | Smti D. Phawa, Additional Deputy Commissioner, Ri-Bhoi District |
| 3. | Smti Y.R. Mawlong, Extra Assistant Commissioner, Ri-Bhoi District |
| 4. | Smti D.D. Syngai, Extra Assistant Commissioner, Ri-Bhoi District |
| 5. | Shri J. Dkhar, Divisional Forest Officer, SF Division, Nongpoh |
| 6. | Shri W. Marbaniang, Deputy Director, Supply |
| 7. | Smti R.B. Lyngwa, District Sericulture Officer, Nongpoh |
| 8. | Smti D.P. Tariang, District Handloom Officer, Nongpoh |
| 9. | Shri Y. Laloo, Executive Engineer, PWD (R) Nongpoh |
| 10. | Shri B. Khlem, Executive Engineer, PWD (R) Umsning Division, Umsning |
| 11. | Shri S.H. Nadon, Executive Engineer, Water Resources, Nongpoh |
| 12. | Smti W. Nongrum, District Social Welfare Officer, Ri-Bhoi District |
| 13. | Shri T. Shadap, Executive Officer, Meghalaya Khadi & Village Industries Board, Nongpoh |
| 14. | Smti V.C. War, Child Development Project Officer, Umling ICDS Project |
| 15. | Shri G. Shylla, District Horticulture Officer/District Agriculture Officer, Nongpoh |
| 16. | Shri B. Jarain, District Public Relations Officer, Nongpoh |
| 17. | Shri V.S. Nongbet, District School Education Officer, Nongpoh. |
| 18. | Shri W. Makdoh, District Transport Officer, Nongpoh. |
| 19. | Shri R. Borah, District Statistical Officer, Nongpoh |
| 20. | Smti P.P. Lyngdoh, Tourist Officer |
| 21. | Shri H. Decruse, General Manager, District Commerce & Industries, Nongpoh |
| 22. | Shri B. Nongrum, Principal, DIET |
| 23. | Shri G. Dkhar, Superintendent of Excise |
| 24. | Shri H. Engleng, Superintendent of Taxes, Nongpoh |
| 25. | Shri I. Dkhar, Inspector of Legal Metrology |
| 26. | Shri A. Jyrwa, Superintendent of Fisheries |
| 27. | Shri B. Dohtdong, Assistant Employment Officer, District Employment Exchange, Nongpoh |

Report of the Fifth MPC

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| 28. | Shri L. Hajong, Vice Principal, ITI Nongpoh |
| 29. | Shri P. Tamung, Accounts Officer, O/o Superintending Engineer, PHE Ri-Bhoi Circle, Nongpoh |
| 30. | Shri S. Langstieh, Assistant Engineer, Urban Affairs, Nongpoh |
| 31. | Shri S. Mawlong, Forest Ranger, O/o Divisional Forest Officer SF, Nongpoh |
| 32. | Shri H.S. Kharpran, D.O, Soil & Water Conservation, Nongpoh |
| 33. | Smti A. Kharbhih, District Librarian |
| 34. | Smti M. Lamare, Accountant, Jirang Community & Rural Development Block |
| 35. | Shri P.T. Blah, District Labour Office, Nongpoh |
| 36. | Shri D.D. Umdor, O/o PHE Nongpoh |
| 37. | Shri S. Lyngdoh, O/o PHE Umsning |
| 38. | Shri R. Kharbihkhiew, Block Development Office, Umling |
| 39. | Shri W. Nongsiej, O/o the Soil & Water Conservation, Nongpoh |
| 40. | Shri N.S. Wahlang, Assistant Registrar of Cooperative Societies, Nongpoh |

CHAPTER – 2

EXECUTIVE SUMMARY OF RECOMMENDATIONS

- 2.1 After careful consideration of all the views and suggestions contained in the responses received to the Commission’s Questionnaire and in the Memorandum received by the Commission as well as the submissions made before the Commission during the hearings and Interactive Sessions, the Commission recommends as follows:-
- 2.2 **₹ 17,400.00 (Rupees Seventeen thousand and four hundred only) per month**, as the fair and reasonable **Minimum Salary** for the lowest level of Government Service. A **Fitment Factor of 2.68** to apply uniformly to all existing pay scales of all levels of State Government employees.
(Ref: para. 6.30)
- 2.3 **Doing away** with the existing provision of **Efficiency Bar**. (Ref: para. 7.14)
- 2.4 The existing pay scales be replaced with a **new Pay Matrix**, for all the existing 22 levels of pay scales. The Pay Matrix consists of two dimensions. On the one hand it has a “horizontal pay range” in which each level corresponds to a functional role in the hierarchy and is denoted by numbers as 1, 2, 3 and so on till 22. The “vertical range” against each level indicates “pay progression” with Pay Cells, which provide **fixed annual increment at the rate of 3 (three) percent** within each level, rounded off to the nearest ₹ 100. The starting point of the Pay Matrix is the minimum pay.
(Ref: para. 7.15)
- 2.5 Prescribing **two dates for grant of increment** in the revised scales, namely, 1st July and 1st January of every year.
(Ref: para. 7.18)
- 2.6 All departments which do not have Service Rules need to **frame, finalise and notify their Service Rules within one year** from the date of implementation of the recommendations of this Commission.
(Ref: para. 8.2)
- 2.7 The management of the **Meghalaya Administrative Training Institute be professionalized** by employing a Professional as Director supported by subject-matter Professional Instructors in order to achieve the end-objective of providing periodic professionalized training to all levels of employees, so as to upgrade their administrative skills and ability to make decisions.
(Ref: para. 8.3)
- 2.8 **Prompt finalisation of the Meghalaya State Employees’ Group Insurance Scheme** and its implementation in a time bound manner, preferably with in 2017-2018.
(Ref: para. 8.4)
- 2.9. **In exceptional cases** where it is found that the spouse or dependant of the deceased government employee are not gainfully employed as duly certified by

Deputy Commissioner, suitable **employment may be provided on compassionate grounds** by the Government to one member of the deceased's dependant(s), preferably a female dependant keeping in view the cultural traditions and practice of the Khasi, Jaintia and Garo population of the state.

(Ref: para. 8.5)

- 2.10 **Group-wise classification of the services/posts on the basis of the New Pay Structure**, namely, all posts placed at Levels – 15 and above in the Pay Matrix of the Revised Pay Structure as Group 'A'; all posts placed at Levels – 11 to 14 in the Pay Matrix of the Revised Pay Structure as Group 'B'; all posts placed at Levels – 2 to 10 in the Pay Matrix of the Revised Pay Structure as Group 'C' and all posts placed at Level – 1 in the Pay Matrix of the Revised Pay Structure as Group 'D'.

(Ref: para. 8.6.2)

- 2.11 **Regular holding of DPCs** at a pre-specified date, preferably three months before the month of July of every year/date of arising vacancy and action on the DPC's recommendation, including inter-department clearance, should be processed expeditiously so that final orders are issued on or before the date of arising vacancy. DPCs to give adequate weightage to meritorious government functionaries who may be recommended for out-of-turn promotion, in their ACRs.

(Ref: para. 8.9)

- 2.12 **Timely recording/reviewing/accepting of ACRs** at all levels involved in the process and that the period of assessing performance should be for the period 1st January to 31st December. The ACRs of the preceding years should be recorded within 31st January, reviewed within 28th February and accepted within 31st of March of the year following, by the officials concerned.

(Ref: para. 8.10)

- 2.13 The Finance Department to constitute a **High Powered Expert Committee to examine and decide fair and equitable norms for grant of Advance Increments to government employees** who attain higher qualification from a recognized Institution, either at their own expenses or at Government expenses, where such higher qualification is beneficial and useful to the services rendered by the Department where such employee is employed.

(Ref: para. 8.12)

- 2.14 **All Departments to revisit, review and restructure the departmental hierarchy of posts** in their Service Rules, to ensure that every employee gets at least three regular periodic promotions during their service career.

(Ref: para. 8.13)

- 2.15 To raise the standards of administration and governance, **SSLC passed or its equivalent should be notified as the minimum educational level for any Level – 2 post** in the State.

(Ref: para. 8.14)

- 2.16 To enable an Officer at the level of the **Head of Department** to effectively contribute to the planning and implementation of Departmental programs, based

on such Officers' vast and life-long service experience, in a worthwhile manner, he/she **should have a minimum tenure of not less than one year.**

(Ref: para. 8.15)

- 2.17 A **Modified Assured Career Progression Scheme** to act as a Safety-Net to deal with the problem of genuine stagnation and hardship faced by the employees due to lack of adequate promotional avenues. Every employee to have scope for **at least three non-functional lifts** or elevations in terms of job description and pay levels in one's service career **on completion of Eight, Sixteen and Twenty-four years of service**, respectively for all State Government employees drawing pay up to and including the Revised Pay at Level – 17 except those belonging to the Organized Group-A Services.

(Ref: Chapter 9)

2.18 **ALLOWANCES:**

- (a) The existing pattern of **Dearness Allowance** to State Government Employees at par with the rates of Dearness Allowances admissible to Central Government Employees may continue and in order to protect the real income of the employees from inflation, **Dearness Allowance be merged with Basic Pay as and when the Allowance reaches or exceeds 50%.**

(Ref: para. 10.3)

- (b) The existing rate of **Medical Allowance** at ₹ 700.00 per month for all categories of State Government employee and pensioners/family pension holders, including members of the All India Services who opt for it, be revised at **₹ 1,400.00 per month** for all categories of employees.

(Ref: para. 10.4)

- (c) The **House Rent Allowance** be based on a percentage of pay with reference to the Station of Work of a State Government employee **subject to a minimum and a maximum** as specified by the Commission. The quantum of the 'minimum' and 'maximum' be raised when the Dearness Allowance crosses 25% and 50%.

(Ref: para. 10.5)

- (d) The **Hill Compensatory Allowance** be raised to **double the existing amount**, that is, from ₹ 300.00 per month to ₹ 600.00 per month for all categories of employees, including members of the All India Services.

(Ref: para. 10.7)

- (e) The existing flat rate of **Winter Allowance** of ₹ 400.00 per month be **doubled to ₹ 800.00 per month**, other conditions remaining the same. This allowance **be also allowed to a pensioner/family pension holder** whose residence is located in a station where the allowance is drawn by the State Government employees, on production of residential certificate.

(Ref: para. 10.8)

- (f) The existing structure of **Permanent Travelling Allowance** payable to government employees (in lieu of all others forms of travelling allowance), whose duties require them to travel extensively, irrespective of whether the employees concerned stay away from the headquarters or not, **to continue with the certain modifications** as specified by the Commission. *(Ref: para. 10.10)*
- (g) The existing rates of **Daily Allowance be increased by 100%** across the board for all categories of Government employees. *(Ref: para. 10.14.1)*
- (h) The Initial Grant for **Nurses Uniform Allowance** be increased to ₹ 5,000.00 while the subsequent years grant be increased to ₹ 2,500.00 per year. The **Messing Allowance** be increased to ₹ 1,400.00 per month. A new allowance named **Nursing Allowance be introduced @ ₹ 2,400.00 per month.** *(Ref: para. 10.19)*
- (i) The **Shift Allowance be raised to ₹ 4000/- pm** for the Lecturers of Government/ Deficit Colleges. *(Ref: para. 10.20)*
- (j) The **Training Institution Allowance** be kept at 10% of the revised basic pay but without any ceiling. *(Ref: para. 10.21)*
- (k) The **Overtime Allowance for the employees of the Government Press** be calculated on the basis of the formula specified by the Commission. *(Ref: para. 10.23)*
- (l) The **Ration Allowance** for Armed Branch of Police be fixed at ₹ 1,680.00 per month and for the Unarmed Branch at ₹ 1,320.00 per month. For Border Wing Home Guards, (up-to the rank of Subedar) and the Meghalaya Secretariat Home Guards, same rate as proposed for the Armed Branch of the Police personnel, that is, ₹ 1,680.00 per month. *(Ref: para. 10.24)*
- (m) The **Kit Allowance** for Police be fixed at ₹ 8,000.00 (non-recurring) as initial grant and thereafter @ ₹ 3,000.00 (recurring) every three years. The **Kit Maintenance Allowance** for them be fixed @ ₹ 200.00 per month for all Gazetted Officers and @ ₹ 100.00 per month for Other ranks. Traffic personnel be allowed to maintain 3 sets of uniforms and accordingly the Kit Maintenance Allowance for them be raised to ₹ 300.00 per month for Gazetted Officer and ₹ 150.00 per month for Other ranks. For Border Wing Home Guards and Secretariat Duty Guards, the same rate of Kit/Kit Maintenance Allowances may be allowed, as recommended for the State Police personnel. For Officials and ranks of the Prisons Department the initial grant of Kit Allowance (non-recurring) be fixed @ ₹ 8,000.00 for Superintendent, ₹ 4,000.00 for Jailor/Assistant Jailor and ₹ 3,000.00 for Other ranks and ₹ 3,000.00

(recurring) every 3 years for all officers / other ranks. The Kit Maintenance Allowance for them be granted @ ₹ 200.00 per month for Superintendent/ Jailor/Assistant Jailor and ₹ 100.00 per month for Other ranks. The Kit Allowance & Kit Maintenance Allowance be extended to the officials of the Excise Department subject to condition that the Department makes it mandatory for the officers of the rank of Superintendent of Excise and below to compulsorily wear the uniform while on duty. (Ref: para. 10.25)

- (n) The rate of **Deputation (Duty) Allowance** be raised to **10% percent of basic pay** subject to the maximum of ₹ 4,000.00 per month for deputation within the same station and 20 percent of basic pay subject to the maximum of ₹ 8,000.00 per month for deputation not within the same station. (Ref: para. 10.26)
- (o) Prompt formulation and implementation of the **Meghalaya State Employees' Health Risk Insurance Scheme** which could holistically cover the cost of treatment of employees who contract communicable disease or suffer injuries in the course of discharging their duties. In the meantime, the **existing Risk Allowance to continue** without any revision for the existing segment being covered as at present. Risk Allowance be abolished with effect from the date of implementation of the Meghalaya State Employees' Health Risk Insurance Scheme. (Ref: para. 10.27)
- (p) The **Rural Allowance may stand abolished** with effect from the date of implementation of the recommendations. (Ref: para. 10.28)
- (q) The **nomenclature of Special Pay be changed to "Currency Handling Allowance."** For Cashiers and Assistants handling cash at monthly average of upto Rupees One lakh, it may be fixed at ₹ 400.00 per month and for amount above Rupees One lakh be fixed @ ₹ 600.00 per month. For Duffries detailed for Treasury / Bank duties the amount of the allowance be fixed ₹ 200.00 per month. (Ref: para. 10.29)
- (r) In lieu of Transport Allowance, City Compensatory Allowance at a fixed rate to be granted to all the employees of the State Government serving in the various Meghalaya Houses. (Ref: para. 10.31)

2.19 **Advances:**

- a) The **Children's Education Advance** be increased from ₹ 5,500.00 to ₹ 11,000.00 per school-going child, limited to 2 (two) school-going children, and to be recovered in 10 (ten) equal monthly installments, subject to all other existing terms and conditions. (Ref: para. 10.32)

- b) The **Festival Advance** be increased from the existing amount of ₹ 5,000.00 to ₹ 7,000.00, subject to all other limiting terms and conditions remains the same. *(Ref: para. 10.32)*

2.20 The **Leave Travel Concession Scheme** to visit any place in India currently restricted to only once in one's service career, during the last year of one's service, **be renamed as "Pre-Retirement Leave Travel Concession for Government Employee and Family"** and a retiring Government employee and his/her family/dependents, as defined in the Meghalaya Travelling Allowance Rules, 1985, **be allowed to avail the cost of travel to visit any place in India during the last ten years of his/her service career.** *(Ref: para. 10.33)*

2.21 **Pension Matters:**

- a) The **mode of calculation of pension** be @ 50% of last pay drawn or 50% of the last six-month's average emoluments of the employee, whichever is more beneficial to the pensioner. Other benefits to remain the same. *(Ref: para. 11.17.1)*
- b) **Status quo be maintained in the qualifying service** for the purpose of computation of pension. *(Ref: para. 11.17.2)*
- c) The family of a government employee who, immediately before his appointment against a sanctioned post had been examined by the appropriate Medical Authority and declared fit by that Authority for appointment, **shall be eligible for family pension in case of his/her death while in service, irrespective of the length of service before his/her death.** *(Ref: para. 11.17.3)*
- d) In case of **death in service**, the enhanced family pension may be payable to the family of a government employee for a period of ten years from the date of death of the employee without any upper age limit. *(Ref: para. 11.17.5)*
- e) In case of **death after retirement**, the enhanced family pension may be payable to the family for a period of seven years or up to the date on which he/she would have attained 65 years had he/she survived, whichever period is shorter. *(Ref: para. 11.17.5)*
- f) The **ceiling for commutation of basic pension** for lump-sum payment of commuted value of pension be raised from the existing 1/3rd to 40 percent of basic pension. *(Ref: para. 11.17.7)*
- g) The **period of restoration of the commuted portion of pension** of an employee be brought down to 12(twelve) years. *(Ref: para. 11.17.8 & 11.17.9)*
- h) The **ceiling of Death-cum-Retirement Gratuity** be revised at ₹ 14.00 lakhs. *(Ref: para. 11.17.17)*

- i) The **fixation of revised basic pension/family pension of pre-01.01.2016 pensioners/family pension holders** be made by multiplying their existing pension amount by a factor of 2.68. The minimum revised basic pension/family pension to be (₹ 3,250 x 2.68) or ₹ 8,710.00.
(Ref: para. 11.17.27 & 11.17.28)
- j) An **Expert Committee** be constituted by the Government to **examine** the entire gamut of issues on the **working of the New Defined Contribution Pension Scheme (NPS)** and its effect on State Government employees.
(Ref: para. 11.17.30)
- k) The **dependent family member/next of kin of State government employee covered by the NPS who dies in harness, be covered by the existing family pension scheme**, subject to the condition that whatever amount (net value) deposited into the NPS by the government employee during his service, should accrue to the Government Exchequer. This benefit will not be available to the family of an employee who has retired on superannuation.
(Ref: para. 11.17.33)
- l) The **scheme of Pension and other retirement benefits** in line with serving Government employees **be considered and allowed**, as per the terms and conditions which may be specified for the purpose, **to all pre 01.04.2010 teachers/employees of Deficit/Aided Educational Institutions and the benefits under the New Defined Contribution Pension Scheme (NPS) for post – 01.04.2010 teachers/employees of Deficit/Aided Education Institutions.**
(Ref: para. 11.18.2)
- m) The pre-01-01-2016 retired teaching and non-teaching employees of Deficit/Aided Schools and Colleges be considered for the grant of a fixed ad hoc amount as **Superannuation Relief** subject to the conditions as specified.
(Ref: para. 11.18.2 & 11.18.3)

2.22 **Leave Matters:**

- a) The provisions in the Central Civil Services Leave Rules, which deal with the mode of computing the advance credit of 15 days where the earned leave at credit of the employee on the last day of December or June reaches the 300 days limit, be applicable to the State employees also.
(Ref: para. 12.2.7)
- b) **Advance credit of 10 days of Half-Pay Leave** on the 1st day of January and 1st day of July be allowed.
(Ref: para. 12.3.3)
- c) **Grant of Half-Pay Leave to a temporary Government employee** subject to the sanctioning authority-satisfying himself that the concerned official will return to duty after the expiry of leave.
(Ref: para. 12.3.3)

- d) **Commuted Leave be granted without Medical Certificate** up-to a maximum of 66 days, to a female government employee, if it is in continuation of Maternity Leave and up-to a maximum of 60 days, to a female employee if and when she is adopting a child, provided that the adopted child is less than one year old and also subject to the condition that the adopting female employee has less than two living children.

(Ref: para. 12.4.2)

- e) **180 days of Maternity Leave and 15 days of Paternity Leave** be made admissible to all government employees whose salaries are borne by Government, **including teachers of Deficit and Aided Colleges and Schools**, subject to the facility being available for a limit of 2 (two) surviving children only.

(Ref: para. 12.5.2)

- 2.23 The mismatch between ground realities of development and regulatory administration and the existing framework of governmental machinery and operating guidelines, Rules & Regulations and also amongst other matters, the stark disparity and difference of pay scales amongst the lower level posts, having more or less similar functions and similar designations, with more or less similar scope and ambit of duties and responsibilities, similar entry level qualification(s) and similar mode of recruitment, be examined by an Expert Group which may be set up as an **Administrative Reforms Commission**.

(Ref: Chapter 15)

- 2.24 All **Ad hoc Schools should be covered by the Deficit System in a phased manner** and benefits of Deficit System be made admissible to the Ad hoc School Teachers.

(Ref: para. 16.9.17)

CHAPTER – 3

MACRO ECONOMY AND FISCAL RESOURCES OF THE STATE

- 3.1 **The Terms of Reference** of the Fifth Meghalaya Pay Commission constituted vide Government of Meghalaya, Finance (Pay Revision) Department's Notification No. F(PR)-15/2015/17, dated 25th July, 2016 enjoins upon it to make its recommendations on matters connected with pay, allowances and pensions of State Government employees, keeping in view 'the resources of the State', other relevant factors, and the need for overall development in the State.
- 3.2 **It is in the aforesaid context**, that the Commission briefly examined the implications of increased investment on revenue expenses for meeting the revised structure of pay, allowances, et al, which would arise from its recommendations. The positive macro-economic growth of the State and accelerated improvement of all socio-economic vectors which uphold human development and happiness of the people are of paramount importance, in any exercise, like those which are to be examined by this Commission.
- 3.3 **Two implications emerge** from any effort to attain the broad objective of positive macro-economic growth of the State and accelerated improvement of all socio-economic vectors which uphold human development and happiness of the people. These are –
- (a) **incremental fiscal resources** which can be harnessed from improved fiscal performance of all sectors of growth, through carefully planned interventions of the State; and
 - (b) **additional resources** which can be generated and mobilized through well-considered measures set out in appropriate Fiscal Responsibility and Budget Management measures which may be legislated by the State.
- 3.4 **Generally, there are two major measures** for mobilising resources to meet essential expenditure for raising infrastructure, including human resources, essential for fullest mobilization of the development potential of the State and its people, keeping in view all parameters of National and State Development Policies for accelerated economic growth. These are –
- (a) **Revenue / Additional Revenue Mobilization** through appropriate out-of-the-box measures;
 - (b) **Borrowings** including Open Market Borrowings.
- 3.5 **It is, therefore, essential** to periodically review these possibilities with a view to ensure that –
- (a) fullest and optimum mobilization of potential resources, and to thereby ensure that -

- (b) all programs for macro-economic development and growth do not suffer for want of resources.

3.6 **In the light of the stated premises**, it needs to be underscored that all Consumption Expenditure on Pay, Allowance, Pension and Other Benefits for entertaining and maintaining a well-planned and well-considered critical mass of technical, administrative, skilled and unskilled human resources required for ushering in the benchmarked level of macro-economic development, has to be factored in and provided for by the State, as inescapable Revenue Expenditure. It is in the said light that the Fiscal Deficit (FD) conceptually measures the difference between the total Revenue Expenditure and the total Non-Debt Revenue Receipts of the State. The FD is, therefore, a measure of the total amount the State needs to borrow from the Open Market to finance its carefully assessed minimum projected Revenue Expenditure, for attaining the critical medium term and long-term growth path which the State has set for itself. On the other hand, the Revenue Deficit (RD) measures the difference between the State's total Revenue Receipts and its Revenue Expenditure.

3.7 **While addressing itself to the issues set out above**, in so far as their ramification on a revised pay structure with consequential increased revenue expenditure of pay, allowances and pensions are concerned, the Commission viewed the National as well as the State level Economy and noted as follows –

3.8 NATIONAL ECONOMY –

(a) **The Economic Survey Report 2014-15** of the Central Government is clearly optimistic and overtly hopeful about the future. Briefly, it states that – *‘A political mandate for reform and a benign external environment have created a historic moment of opportunity to propel India onto a double-digit growth trajectory. Decisive shifts in policies controlled by the Centre combined with a persistent, encompassing, and creative incrementalism in other areas could cumulate to Big Bang reforms. As the new government presents its first full-year budget, a momentous opportunity awaits. India has reached a sweet spot—rare in the history of nations—in which it could finally be launched on a double-digit medium-term growth trajectory. This trajectory would allow the country to attain the fundamental objectives of “wiping every tear from every eye” of the still poor and vulnerable, while affording the opportunities for increasingly young, middle-class, and aspirational India to realize its limitless potential. This opening has arisen because facts and fortune have aligned in India’s favour. The macro-economy has been rendered more stable, reforms have been launched, the deceleration in growth has ended and the economy appears now to be recovering, the external environment is benign, and challenges in other major economies have made India the near-cynosure of eager investors. Daunting challenges endure, which this Survey will not ignore, but the strong political mandate for economic change has imbued optimism that they can be overcome. India, in short,*

seems poised for propulsion. Any Economic Survey has to grapple with prioritization, to navigate the competing pitfalls of being in discriminatorily inclusive and contentiously selective. Accordingly, this Survey will focus on the two broad themes - creating opportunity and reducing vulnerability - because they are the two pressing themes of the day and which between them encompass the many key policy challenges that the new government must address... .. But “wiping every tear from every eye” also requires proactive support from the government in the form of a well-functioning, well-targeted, leakage-proof safety net that will both provide (minimum income) and protect (against adverse shocks). This is also true in rural India where economic conditions for farmers and labourers are under stress. The policy issue now is no longer whether but how best to “provide and protect,” and technology-based direct benefit transfer will play an important role in this regard’

Source: Report of the 7 CPC

- (b) **An analysis of the macro Fiscal Vectors** of the nation can briefly be summarized as follows –

TABLE: MEFR - 1

| Vector | As a percentage of Gross Domestic Product | | | | | |
|----------------------------|---|---------|------|---------|---------|---------|
| | 2013-14 | 2014-15 | | 2015-16 | 2016-17 | 2017-18 |
| | | BE | RE | BE | *** | *** |
| REVENUE DEFICIT | 3.1 | 2.9 | 2.9 | 2.8 | 2.4 | 2.0 |
| FISCAL DEFICIT | 4.4 | 4.1 | 4.1 | 3.9 | 3.5 | 3.0 |
| REVENUE EXPENDITURE | 12.1 | 12.2. | 11.8 | 10.9 | 11.5 RE | 11.1 BE |
| CAPITAL EXPENDITURE | 1.7 | 1.8 | 1.5 | 1.7 | 1.9 RE | 1.9 BE |

Source: Budget at a Glance, Union Budget of the Government of India 2014-15, 2015-16& 2016-17
***** Rolling Targets presented in the Medium Term Fiscal Policy Statement 2015-16**
BE = Budget Estimates
RE = Revised Estimates

- (c) **The analysis of fiscal vectors** of economic growth as brought out in Table: MEFR - 1 above, reflects a concerted effort to reduce overall borrowings for Revenue as well as Capital expenditure to around 3 percent of the Gross Domestic Product (GDP) by 2017-18. It also indicates a defining resolve to gradually reduce Fiscal Deficit by well-planned but healthy trimming down of Revenue Deficit. Such trimming is possible by securing a perceivable but healthy decrease of Consumption or Revenue expenditure, while ensuring that it is compatible, both to medium term as well as to long term, well contained growth and

development trajectories. The Medium Term as well as Long Term Fiscal Policies reflected in the previous years as well as the current years Union Budget seem to be attuned for attaining the desired level of healthy decrease in the FD, in a phased manner. These need to be brought about through an effective Fiscal Responsibility and Budget Management Legislation. Only then, can the macro-economic aspiration of double digit growth in the medium term be expected to be achieved, by attaining a real GDP annual growth rate of 7 percent and above, in order to achieve the commitment of the Central Government as well as the Central Bank (Reserve Bank of India) to contain inflation at a level not exceeding 4 per cent over the next few years.

Source: Report of the 7 CPC

3.9 STATE ECONOMY

(a) Excerpts from paras 3.2 to 3.6 at pages 14 to 16 of the Draft Five Year Plan (2012-17) / Annual Plan (2012-13) document of the State Planning Department of the Government of Meghalaya states as follows –

‘... ...Like other states in the North-eastern region, the State faces severe constraints in accelerating growth and improving living conditions for the people at a rapid rate for a variety of reasons. Like other states in the region, its landlocked nature and remoteness from the rest of the country have limited the mobility of people, constrained the development of markets for goods produced in the State, increased transportation costs to render economic activities non-competitive and restricted trade with the outside world. Poor connectivity and transport infrastructure have resulted in low levels of private investment in economic activities, which in turn has led to an overwhelming dependence of the people on the State Government for employment and income-earning opportunities. Lack of access to the markets with the mainland and with the neighbouring countries has been a major constraint on development. Lack of processing, storage and marketing infrastructure for agricultural produce in the State has constrained it to largely subsistence agriculture. Of course, recent initiatives have enabled the state to make significant progress in floriculture and horticultural produce and exports. Nevertheless, there is considerable underutilized potential in agriculture. Above all, the low level of institutional capacity and lack of focus on building technical capacity needed for exploiting the developmental potential of the State have posed additional constraints in ensuring the productive employability of the vast pool of human resources in the State.

... ...Not surprisingly, the standard of living in Meghalaya is lower than that of average Indian. In 2009-10, Meghalaya’s per capita income was about 90 per cent of the national average. The average annual growth of GSDP in the State during the period from 2001-02 to 2009-10 at 6.9 per cent too was substantially lower than the average growth rate of GDP of the country at 7.5 per cent which implies that the differences in the standards of living

between Meghalaya and the country has been increasing. With the Centre setting the target growth rate of 9 per cent for the country, Meghalaya will have considerable catching up to do. The State will have to substantially enhance the investments and improve the productivity. In addition to augmenting investments, the State Government will have to undertake policy and institutional reforms to create an enabling environment for private investments and build capacity in the people and institutions.

... .. The problem with the State's developmental profile is not the slower growth rate of incomes alone. Even more important is the high concentration of poverty. The estimate of poverty made by the State on the basis of the BPL Census in 2002 shows that almost 48.9 per cent of the population in the State is below the poverty line. Eradication of poverty of such a large scale shows that firstly, growth of the economy has been too slow to reduce poverty in any significant manner and the quality of growth is such, that by itself, it has not reduced poverty appreciably and this calls for a re-look at the development strategy followed thus far. Therefore, even as the growth rate of the economy is accelerated, it is important to make it inclusive which requires participatory governance and planning.

... .. The low development of the State is seen also in terms of poor human development indicators. The literacy rate in the State according to the 2011 Census at 75.48 per cent is marginally higher than the country average at 74.04 percent. What is of concern is that the literacy rate in Meghalaya is lower than every state in the region except Assam and Arunachal Pradesh. The infant mortality rate in the State, is at 55 per 1000 births in 2010 continues to be well above the national average. Despite having matrilineal society, health indicators, particularly those relating to women continue to lag.

... .. There is also the challenge of ensuring a balanced regional development of Meghalaya. There was significant inter-district difference in per capita district development product (DDP) in 2007-08, varying from Rs. 12592 or 56.3 per cent of the State average in West Khasi Hills to Rs. 31202 or 139 per cent of the State average in East Khasi Hills. In other words, per capita income level in the poorest district in the State, West Khasi Hills was only 40 per cent of that of the richest, East Khasi Hills. The lack of inclusiveness in the developmental process in the State is also seen when we analyze the poverty ratio in different districts in the State. The analysis based on the BPL Census conducted in different districts shows that the poverty ratio in 2002 varied from 39.5 per cent in Jaintia Hills district to 55.9 per cent in East Garo Hills. This underlines the need to rework the strategy not only to accelerate growth but also to make it participatory and inclusive.

- (b) Excerpts from paras 2.1 to 2.9 at pages 3 to 5 of the Draft Five Year Plan (2012-17) / Annual Plan (2012-13) document of the State Planning Department of the Government of Meghalaya states as follows –

‘... ...As the nation grew at an average of 7.9% each year during the period 2007-2012, Meghalaya benefited as well and grew at 9.1% per annum during this period National growth was a rising tide which lifted all boats & Meghalaya was no exception. For the State, the 10-year period from 2001-2011 represented a period of significant growth in population (27.82% decadal growth), development of human resources through investment in health and education, improvements in general infrastructure and the industrial base coupled with increasing pressure on natural resources.

... ... While indicators such as literacy, sex ratio, forest cover, road density etc. demonstrated considerable improvement, the gains in GDP were subdued by the increase in population and the emergence of militancy in the western part of the State, arising primarily out of inadequate investments in rural livelihoods and in rural policing... ...

... ...The National Institute of Public Finance & Policy (NIPFP) estimates that on the eve of the 11th Plan, per capita income in Meghalaya was lower than the national average by 11%. In spite of growing faster than the national average, this gap persists. Poverty continues to be high since growth has been inadequate to make a significant dent. Catching up with the rest of the country and poverty reduction therefore continue as an unfinished agenda for the State during the 12th Plan.

... ...The three components of the primary sector namely agriculture including animal husbandry, forestry and fishery suffered a contraction in the first year of the Plan. During the remaining years of the Plan, growth in the sector averaged 4.41%. The contribution of the sector to the GSDP declined from 23.25% in 2004-05 to 17.04% in 2011-12.

NOTE *... ... Based on estimates by the Directorate of Economics and Statistics of the Government of Meghalaya for the five-year period from 2007-08 to 2011-12, the CSO estimates for Meghalaya for the four-year period 2007-11 suggest a growth of 7.7%. ...*

... ... During the last decade, the population of the State has grown at 27.82% as against the national average of 17.64%. This difference of about 1% a year helps understand the stubbornness of the gap, to be a logical transition but has not been accompanied by movement of people to secondary and tertiary sectors. In a State where 80% of the population is rural, this is a worrying trend and needs to be squarely addressed in the 12th Plan

..... The Secondary Sector: The slowdown in industry across the country in 2007-08 had its impact in Meghalaya as well. However, 2008-09, witnessed

a strong rebound (17.69%) after which growth has continued to be robust. The contribution of the industrial sector has increased from 26.14% during 2004-05 to 29.4% during 2011-12.

... ...The Tertiary Sector: In the first year of the Plan the tertiary sector in the State experienced a sharp deceleration in growth to 4.21%. The next year saw a smart recovery at 13.72%. In the last four years of the Plan, the tertiary sector grew at 10.61% annually. The contribution of this sector to the GSDP has increased marginally from 50.61% in 2004-05 to 53.55% in 2011-12... ...

- (c) **Excerpt from paras 3.39 at pages 26 of the Draft Five Year Plan (2012-17) /Annual Plan (2012-13) document** of the State Planning Department of the Government of Meghalaya states as follows –

‘..... The Planning Commission, in its initial estimate of a state-wise, sector-wise growth target, has set an average annual growth target of 8.76 per cent for Meghalaya as against the target of 9.1 percent for the country. Given that the per capita income in Meghalaya is lower than the all-State average by about 10 per cent and the necessity of providing economic opportunities for the growing youth population, it is important to target the growth rate at a rate higher than the country’s growth target during the 12th Plan. Therefore, from the viewpoint of Meghalaya, the growth target will have to be higher than 8.76 per cent suggested by the Planning Commission. Planning for a growth rate lower than the actual rate would not satisfy the aspirations of the people, nor would it enable the State to catch up with the standard of living in the rest of the country. The growth experience of the 11th Plan actually shows that the state should be in the forefront and, therefore, it is proposed to set the growth target at 11 per cent during the 12th Plan which is also higher than the 9.5 per cent growth rate indicated in the Vision 2030 document. That is the only way to hasten the process of enhancing the standard of living of the people of the State...’

- (d) **In his Budget Speech in the Meghalaya Legislative Assembly during March, 2016**, the State Chief Minister (who holds the charge of the State Finance Department) stated among other matters, as follows –

‘... ... National Scenario: The global economy witnessed a decline in the growth rate from 3.4% in 2014 to 3.1% in 2015. This had a negative impact on the financial markets as well as global trade. Even in these trying and uncertain circumstances, India’s growth story has largely remained positive and the country has maintained a steady pace of economic growth in 2015-16 as it did in 2014-15.

... ... As per the latest Economic Survey, India registered a robust growth of 7.6% in 2015-16. It is expected that the economy will grow by more than 7% during 2016-17, and is further projected to grow at 8% in the next couple of

years. The combined average Inflation, calculated on the basis of Consumer Price Index, has shown a steady decline in the last three years, thus providing relief to the public. For 2016-17, the fiscal deficit target is pegged at 3.5% of GDP.

... .. **State Finances**, the challenges faced by the State are the revenue shortfall, due to the rippling effect of the restrictions imposed on mining of minerals and reduced transfer than what was projected in the share of the central taxes... ..

The State was able to keep its fiscal deficit within the comfortable limits of 2 to 3% of GSDP during the years 2009 to 2014. However, during 2014-15, on account of the NGT ban on coal mining in the State, the revised fiscal deficit increased to 3.89%, which was slightly higher than the target of 3%. The Debt: GSDP ratio for the same period was at 26.55%, which shows significant improvement over the target of 31.70% set by the 13th Finance Commission in its fiscal road map for the State. During 2015-16, the debt-GSDP ratio was projected at 27.05% and the fiscal deficit at 2.8% of the GSDP. As per the recommendations of the 14th Finance Commission and based on the fiscal assessment of the expected performance of the economy during the award period, the State is entitled to a share in Central taxes of ₹4,291 crore. However, based on its current assessment, the Govt. of India has determined the entitlement at ₹3,668.82 crore only for 2016-17. This would mean a reduction of ₹622.18 crore.

... .. in order to sustain the growth momentum, we will continue with our strategy of balancing the investment in development sectors without disregarding our commitment to administrative expenditure. The Government, therefore, is committed to make adequate budgetary provision in 2016-17 to defray additional expenditure on account of creation of SF-10 to tackle law and order, the need to provide necessary infrastructure to the four newly created Districts and for new District Courts on account of separation of the judiciary from the executive, amongst other things... ..

Tax and Non-Tax Revenue: In 2015-16 the State's own tax revenue was estimated at ₹4406 crore, and State's own non-tax revenue at ₹312 crore. For 2016-17, the State's own tax revenue is estimated at ₹4937 crore, and State's own non-tax revenue at ₹466 crore. The total revenue from State's own tax and non-tax sources for 2015-16 was estimated at ₹4718 crore and for 2016-17 it is projected at ₹5403 crore.

... ..The Government has taken necessary measures to generate additional revenue by way of increasing the rates of taxes under the Meghalaya Value Added Tax Act on Cigarettes etc., High Speed Diesel (HSD) and other internal combustion oil but excluding petrol. This measure is expected to

generate additional revenue of about ₹18 crore in the current financial year... ..

... .. With the implementation of the Meghalaya Clinker Cess Act, 2015, the Government has collected an amount of ₹63.72 lakh till February, 2016 as cess levied and collected from sale of clinker at the rate of ₹20 per metric tonne

... .. The Government is gearing up for implementation of the Goods and Service Tax (GST), as and when it is introduced. The concerns of the State Government, with respect to implementation of GST, have been appropriately articulated to the Government of India, through the platform of the Empowered Committee. Trainings and workshops are being conducted for smooth transition to GST in future... ..

Planning

... .. Our developmental initiatives in the preceding years have generated a better growth momentum and developmental outcomes. Besides creating durable assets in infrastructural sector, the Government has been able to make appropriate interventions to address the critical gaps in social sector. The humble but innovative initiatives in social sector such as “Human Capital Development Program”, the “Residential Schools in the Rural Areas”, “Scholarships for the Teachers Training Program” and “Meghalaya Health Insurance Scheme” amongst others are creating visibility of our endeavour. The various State Livelihood Missions being implemented are opening up opportunities for employment and entrepreneurship and generating new hopes amongst the poor and most vulnerable groups. The Government’s investment priorities for development will be designed to further leverage upon the gains emerging out of earlier initiatives

*... .. **Comprehensive mechanism** for effective and expeditious implementation of projects and promoting convergence in the implementation of programs for ensuring optimum outcome of all initiatives will remain as center-piece of our developmental agenda’*

(e) Current State Resource Position

During the presentation of Meghalaya Budget 2017-18, the Chief Minister who holds the charge of Finance Department, in his Budget speech has stated that the State’s own resource has been adversely affected consequent to the implementation of the recommendation of the Supreme Court Committee on Road Safety to impose the ban on sale of liquor near the National and State Highways, and Educational and Religious Institutions. With the continuing impact of NGT ban on coal mining, the revenue base of the State has been reduced considerably. In order to contain this problem, ways and means has

to be put in place so that the State may rid itself from high rate deficit and shortage of resources.

In his Budget Speech, the Chief Minister also states that the year 2016-17 was marked by two major National Policy Developments: (i) the introduction of transformational Goods and Services Tax to improve tax compliance and to boost investment and growth (ii) the demonetization of the two highest denomination notes in the Country. In this context improve tax system is the need of the hour and efforts would be made to increase State's own tax revenue. For this, the following Tax proposal has been placed:

- i. Revise Excise duty in various segments of Beer, IMFL/Extra Neutral Alcohol and different categories of IMFL.
- ii. Revise the licence fee for various categories of Bonded Warehouse.
- iii. Reduce Export Fee for IMFL product to give boost to Export of IMFL.
- iv. Revise the licence fee for "OFF" retail Licence and various types of Bar licences.
- v. Revise the fee for compounding and blending, reduction and bottling, distillery and brewery.
- vi. Revise upward the VAT on liquor.
- vii. Revise the late closing fees for Hotels, Restaurants and Bars.
- viii. Increase the rate of Tax across all slabs under the Meghalaya Passenger and Goods Tax Act.
- ix. Rationalize the Tax structure on cigarettes and bidis

These, coupled with other ways and means like proper expenditure management, setting up of strict expenditure policy, reduction in Government borrowings and others are absolutely necessary to contain the state fiscal deficit and bring about a more rationale and better fiscal structure of the State Government.

The Chief Minister also stated that the implementation of GST would be a major change in the indirect tax administration of the Country. The State Government is moving in the right direction to ensure that this change is smooth. Though the implication of the roll out would be known in the years to come, it is generally expected that the consumer State like Meghalaya is likely to benefit from GST implementation.

(f) Revenue Receipt and Expenditure

The Total Revenue Receipts of the State has shown an increasing trend from ₹ 4654 crore in 2011-12 to ₹ 8981 crore in 2016-17 (BE) (see table below), showing an increased rate of 93 % over the previous 5 years period and its share out of the total Gross State Domestic Product ranges from 23% in 2011-12 to 30% in 2016-17. This rise may be attributed to the introduction of various measures as stated earlier and also the grant from the 14th Finance Commission.

TABLE: MEFR - 2
Revenue Receipt of the Govt. of Meghalaya from 2007 – 2008 to 2016 – 2017
 (₹ in crore)

| Years | Tax Revenue | Non-Tax Revenue | Grants in aids & contribution | Total revenue receipts |
|---------------------|-------------|-----------------|-------------------------------|------------------------|
| 2007 – 2008 | 883.17 | 199.35 | 1358.86 | 2441.38 |
| 2008 – 2009 | 964.67 | 225.31 | 1620.87 | 2810.05 |
| 2009 – 2010 | 1056.68 | 275.08 | 2115.59 | 3447.35 |
| 2010 – 2011 | 1467.72 | 301.53 | 2491.23 | 4260.48 |
| 2011 – 2012 | 1741.73 | 368.25 | 2544.50 | 4654.48 |
| 2012 – 2013 | 2040.18 | 484.94 | 3011.22 | 5536.34 |
| 2013 – 2014 | 2251.26 | 598.15 | 3417.32 | 6266.73 |
| 2014 – 2015 | 2320.88 | 343.29 | 3764.08 | 6428.25 |
| 2015 – 2016 | 4333.27 | 228.60 | 2481.23 | 7043.10 |
| 2016 – 2017 (BE) | 4937.37 | 466.16 | 3577.32 | 8980.85 |

Source: State Government Budget Document.

The actual Revenue Expenditure of the State stood at ₹ 6348 crore in 2015-16 and was estimated to touch ₹ 10648 crore in 2017-18 (see table below). The actual Capital Expenditure for the same period is ₹ 1607 crore and ₹ 2226 crore, respectively. The Revenue Expenditure and Capital Expenditure of the State during 2011-12 stood at ₹ 4835 crore and ₹ 1110 crore respectively, thus registering an increase in the total Expenditure of the State from ₹ 5945 crore in 2011-12 to ₹ 10507 crore in 2016-17 (RE), an increase by more than 76 % over that period.

TABLE: MEFR – 3
Receipts and Expenditure of the Government of Meghalaya
 (₹ in crore)

| YEARS | RECEIPTS | | | EXPENDITURE | | |
|---------------------|----------|----------|----------|-------------|----------|----------|
| | CAPITAL* | REVENUE | TOTAL | CAPITAL | REVENUE | TOTAL |
| 2011-12 (Actual) | 1853.97 | 4654.47 | 6508.44 | 1110.26 | 4834.81 | 5945.07 |
| 2012-13 (Actual) | 501.03 | 5536.35 | 6037.38 | 1123.86 | 4999.54 | 6123.40 |
| 2013-14 (Actual) | 70.32 | 6266.73 | 6337.05 | 1259.42 | 5551.59 | 6811.01 |
| 2014-15 (Actual) | 1222.29 | 6428.25 | 7650.54 | 1377.26 | 6251.86 | 7629.12 |
| 2015-16 (Actual) | 1308.09 | 7043.13 | 8351.22 | 1606.58 | 6347.73 | 7954.31 |
| 2016-17 (R.E) | 1412.46 | 8980.85 | 10393.31 | 1913.12 | 8593.95 | 10507.07 |
| 2017-18 (B.E) | 1471.96 | 11279.80 | 12751.76 | 2225.58 | 10647.64 | 12873.22 |

* Inclusive of Net Public Account

Source: Finance Accounts and State Budget Documents

The Data for receipts and expenditure for the periods 2011-12 to 2016-17 reflects a 93% increase in total Receipts and 77% increase in total Expenditure of the State.

(g) Gross State Domestic Product

During the year 2015-16 the Gross State Domestic Product at Current Prices was ₹ 25,015 crore as per Quick Estimates which shows an increase of 9.25 % over the previous year (see table below). The Advance Estimate indicates that the GSDP for 2016-17 is ₹ 27,604 crore an increase of 10.35% over 2015-16.

TABLE: MEFR – 4

Statement of GSDP / NSDP at Current / Constant Basic Prices

(₹ in crore)

| Sl. | Year | GSDP | | NSDP | |
|-----|---------------|-------------------|------------------------------|-------------------|------------------------------|
| | | at current prices | at constant (2011-12) prices | at current prices | at constant (2011-12) prices |
| 1 | 2007-08 | 9735 | 12280 | 8619 | 8618 |
| 2 | 2008-09 | 11617 | 13288 | 10341 | 10341 |
| 3 | 2009-10 | 12709 | 14945 | 11122 | 11122 |
| 4 | 2010-11 | 14583 | 16947 | 12852 | 12852 |
| 5 | 2011-12 | 18922 | 18922 | 17032 | 17032 |
| 6 | 2012-13 | 20739 | 19309 | 18519 | 17278 |
| 7 | 2013-14 | 21844 | 19787 | 19321 | 17458 |
| 8 | 2014-15 (P) | 22896 | 19904 | 20325 | 17480 |
| 9 | 2015-16 (Q) | 25015 | 21168 | 22206 | 18603 |
| 10 | 2016-17 (Adv) | 27604 | 22572 | 24542 | 19841 |
| 11 | 2017-18 (Pro) | 30204 | 24034 | 26990 | 20971 |
| 12 | 2018-19 (Pro) | 33063 | 25573 | 29611 | 22199 |
| 13 | 2019-20 (Pro) | 36251 | 27241 | 32541 | 23582 |
| 14 | 2020-21 (Pro) | 39797 | 29042 | 35819 | 25047 |

P = Provisional Estimates

Q = Quick Estimates

Adv = Advances Estimates

Pro = Projected Estimates

Source: Directorate of Economics & Statistics Government of Meghalaya, Shillong.

The Per Capita Income of the State at current prices for the year 2016-17 stands at ₹ 82,621 as per Advance Estimate as against ₹ 76,476 in the year 2015-16 showing an increase of about 8.04% (see tables below). The growth of the Tertiary Sector is registered at 11.93%, the Secondary Sector at 9.38% and the Primary Sector at 7.51% over the year 2015-16.

TABLE: MEFR – 5

**Statement of Population / per Capita Income as per GSDP / NSDP
(at Current/ Constant Prices)**

(₹ in crore)

| Sl. | Year | Population (000) | PER CAPITA INCOME AS PER | | PER CAPITA INCOME AS PER | |
|-----|------------------|---------------------|--------------------------------|--------------------------------|--|--|
| | | | GSDP (at Current prices) | NSDP (at Current prices) | GSDP (at Constant 2011-12 prices) | NSDP (at Constant 2011-12 prices) |
| 1 | 2007-08 | 2757 | 35708 | 31615 | 45045 | 31615 |
| 2 | 2008-09 | 2817 | 41553 | 36987 | 47528 | 36987 |
| 3 | 2009-10 | 2878 | 44356 | 38817 | 52160 | 38817 |
| 4 | 2010-11 | 2940 | 49166 | 43331 | 57137 | 43331 |
| 5 | 2011-12 | 3004 | 62989 | 56698 | 62989 | 56698 |
| 6 | 2012-13 | 3069 | 67575 | 60343 | 62917 | 56300 |
| 7 | 2013-14 | 3135 | 69679 | 61629 | 63118 | 55688 |
| 8 | 2014-15 (P) | 3202 | 71507 | 63481 | 62162 | 54591 |
| 9 | 2015-16 (Q) | 3271 | 76476 | 67888 | 64714 | 56872 |
| 10 | 2016-17 (Adv) | 3341 | 82621 | 73456 | 67561 | 59386 |
| 11 | 2017-18 (Pro) | 3413 | 88497 | 79080 | 70418 | 61444 |
| 12 | 2018-19 (Pro) | 3487 | 94817 | 84918 | 73339 | 63662 |
| 13 | 2019-20 (Pro) | 3562 | 101772 | 91355 | 76477 | 66205 |
| 14 | 2020-21 (Pro) | 3638 | 109392 | 98458 | 79829 | 68849 |

P = Provisional Estimates

Q = Quick Estimates

Adv = Advances Estimates

Pro = Projected Estimates

**Source: Directorate of Economics & Statistics Government of Meghalaya,
Shillong.**

TABLE: MEFR – 6

**Statement of Increase/ Decrease of per Capita Income as per GSDP /NSDP
(at current Prices)**

(₹ in crore)

| Sl. | Year | Population (000) | PER CAPITA INCOME AS PER | | INCREASE % IN PER CAPITA INCOME | |
|-----|------------------|---------------------|-----------------------------|-----------------------------|------------------------------------|--------------------------------|
| | | | GSDP (at current prices) | NSDP (at current prices) | GSDP (at current prices) | NSDP (at current prices) |
| 1 | 2007-08 | 2757 | 35708 | 31615 | x | x |
| 2 | 2008-09 | 2817 | 41553 | 36987 | 16.37 | 16.99 |
| 3 | 2009-10 | 2878 | 44356 | 38817 | 6.75 | 4.95 |
| 4 | 2010-11 | 2940 | 49166 | 43331 | 10.84 | 11.63 |
| 5 | 2011-12 | 3004 | 62989 | 56698 | 28.11 | 30.85 |
| 6 | 2012-13 | 3069 | 67575 | 60343 | 7.28 | 6.43 |
| 7 | 2013-14 | 3135 | 69679 | 61629 | 3.11 | 2.13 |
| 8 | 2014-15 (P) | 3202 | 71507 | 63481 | 2.62 | 3.01 |
| 9 | 2015-16 (Q) | 3271 | 76476 | 67888 | 6.95 | 6.94 |
| 10 | 2016-17 (Adv) | 3341 | 82621 | 73456 | 8.04 | 8.20 |
| 11 | 2017-18 (Pro) | 3413 | 88497 | 79080 | 7.11 | 7.66 |
| 12 | 2018-19 (Pro) | 3487 | 94819 | 84918 | 7.14 | 7.38 |
| 13 | 2019-20 (Pro) | 3562 | 101772 | 91355 | 7.33 | 7.58 |
| 14 | 2020-21 (Pro) | 3638 | 109392 | 98458 | 7.49 | 7.78 |

P = Provisional Estimates

Q = Quick estimates

Adv = Advances Estimates

Pro = Projected Estimates

Source: Directorate of Economics & Statistics Government of Meghalaya, Shillong.

TABLE: MEFR – 7

**Statement of Increase/ Decrease of per Capita Income as per GSDP /NSDP
(at Constant 2011-12 Prices)**

(₹ in crore)

| Sl. No | Year | Population (000) | PER CAPITA INCOME AS PER | | INCREASE % IN PER CAPITA INCOME | |
|--------|---------------|------------------|--------------------------|-------|---------------------------------|-------|
| | | | GSDP | NSDP | GSDP | NSDP |
| 1 | 2007-08 | 2757 | 45045 | 31615 | x | x |
| 2 | 2008-09 | 2817 | 47528 | 36987 | 5.51 | 16.99 |
| 3 | 2009-10 | 2878 | 52160 | 38817 | 9.75 | 4.95 |
| 4 | 2010-11 | 2940 | 57137 | 43331 | 9.54 | 11.63 |
| 5 | 2011-12 | 3004 | 62989 | 56698 | 10.24 | 30.85 |
| 6 | 2012-13 | 3069 | 62917 | 56300 | -0.11 | -0.70 |
| 7 | 2013-14 | 3135 | 63118 | 55688 | 0.32 | -1.09 |
| 8 | 2014-15 (P) | 3202 | 62162 | 54591 | -1.51 | -1.97 |
| 9 | 2015-16 (Q) | 3271 | 64714 | 56872 | 4.11 | 4.18 |
| 10 | 2016-17 (Adv) | 3341 | 67561 | 59386 | 4.40 | 4.42 |
| 11 | 2017-18 (Pro) | 3413 | 70418 | 61444 | 4.23 | 3.47 |
| 12 | 2018-19 (Pro) | 3487 | 73339 | 63662 | 4.15 | 3.61 |
| 13 | 2019-20 (Pro) | 3562 | 76477 | 66205 | 4.28 | 3.99 |
| 14 | 2020-21 (Pro) | 3638 | 79829 | 68849 | 4.38 | 3.99 |

P = Provisional Estimates*Q* = Quick Estimates*Adv* = Advances Estimates*Pro* = Projected Estimates

Source: Directorate of Economics & Statistics Government of Meghalaya, Shillong.

(h) Overall Budgetary Position of the State

The Overall Budgetary Position of the State is shown in table below which reflects the Financial Position of the State from 2011-12 to 2017-18. The Financial Position of the State records deficit closing balance for all the years except 2011-12.

TABLE: MEFR – 8
The financial position for the year 2011-12 to 2017-18

(₹ in crore)

| SL. No | Heads | 2011-12 Actual | 2012-13 Actual | 2013-14 Actual | 2014-15 Actual | 2015-16 Actual | 2016-17 R.E. | 2017-18 B.E. |
|--------|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| A | Opening Balance | -493.69 | 69.68 | -16.35 | -490.3 | -468.88 | -71.98 | -185.73 |
| B | Revenue Receipt under the Consolidated | 4654.47 | 5536.34 | 6266.73 | 6428.25 | 7043.13 | 8980.85 | 11279.8 |
| C | Capital Receipt under the Consolidated Fund | 490.62 | 546.47 | 653 | 746.72 | 856.01 | 1193 | 1230.55 |
| D | Receipt under the Contingency Fund | 105 | 105 | 105 | 105 | 105 | 205 | 305 |
| E | Receipt under the Public Account | 15127.18 | 18259.94 | 17798.29 | 20727.92 | 22137.53 | 22791 | 25786.39 |
| F | Total Receipt (B+C+D+E) | 20377.27 | 24447.75 | 24823.02 | 28007.89 | 30141.67 | 33169.85 | 38601.74 |
| G | Revenue Expenditure under the Consolidated Fund | 4834.81 | 4999.53 | 5551.59 | 6251.86 | 6347.73 | 8593.95 | 10647.64 |
| H | Capital Expenditure under the Consolidated Fund | 1110.26 | 1123.87 | 1416.51 | 1377.26 | 1606.59 | 1913.12 | 2225.58 |
| I | Expenditure under the Contingency Fund | 105 | 105 | 105 | 105 | 105 | 205 | 305 |
| J | Expenditure under the Public Account | 13763.83 | 18305.38 | 18223.87 | 20252.35 | 21685.45 | 22571.53 | 25544.97 |
| L | Total Expenditure (G+H+I+J) | 19813.9 | 24533.78 | 25296.97 | 27986.47 | 29744.77 | 33283.6 | 38723.19 |
| M | Net (F-L) | 563.37 | -86.03 | -473.95 | 21.42 | 396.9 | -113.75 | -121.45 |
| N | Closing Balance (A-M) | 69.68 | -16.35 | -490.3 | -468.88 | -71.98 | -185.73 | -307.18 |

Source: Finance Accounts and State Budget Documents

3.10 FISCAL VECTORS

(a) The Select Fiscal Vector due to Expenditure on Pay & Allowances and Pension for the seven years period is presented in tables below which shows a decreasing trend from 64.07% of the total Revenue Expenditure in 2009-10 to 56.38% in 2015-16. The actual expenditure on Pay & Allowances and Pension for the year 2015-16 was ₹ 3578 which is 13.38% of the total GSDP of the State and 51% of the total revenue receipt of the State. The Expenditure on Pay & Allowances and Pension as at 2015-16 increases by 76% over the seven years period.

TABLE: MEFR – 9
Expenditure on Pay & Allowances and Pension

(₹ in crore)

| Sl. No. | Vector | Actuals | | | | | | |
|---------|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | 2009 – 10 | 2010 – 11 | 2011 – 12 | 2012 – 13 | 2013 – 14 | 2014 – 15 | 2015 – 16 |
| 1 | Total Revenue Expenditure of the State | 3182.38 | 4012.74 | 4834.81 | 4999.54 | 5551.59 | 6251.86 | 6347.73 |
| 2 | Gross State Domestic Product (GSDP) | 12709.11 | 14582.56 | 19917.75 | 21872.02 | 22938.24 | 24408.07 | 26745.23 |
| 3 | Expenditure on Pay & Allowances (PA) as a % of Total Expenditure on PAP | 89.80 | 88.76 | 87.01 | 84.98 | 84.29 | 84.86 | 83.53 |
| 4 | Expenditure on Pensions as a % of Total Expenditure on PAP | 10.20 | 11.24 | 12.99 | 15.02 | 15.71 | 15.14 | 16.47 |
| 5 | Expenditure on Pay & Allowances (PA) as a % of Total Revenue Expenditure of the State | 57.54 | 58.99 | 52.08 | 43.95 | 43.56 | 46.15 | 47.09 |
| 6 | Expenditure on Pensions as a % of Total Revenue Expenditure of the State | 6.53 | 7.47 | 7.77 | 7.77 | 8.12 | 8.24 | 9.29 |
| 7 | Expenditure on Pay & Allowances & Pensions (PAP) as a % of Total Revenue Expenditure of the State | 64.07 | 66.46 | 59.85 | 51.71 | 51.68 | 54.39 | 56.38 |
| 8 | Expenditure on Pay & Allowances (PA) as a % of GSDP | 14.41 | 16.23 | 12.64 | 10.05 | 10.54 | 11.82 | 11.18 |
| 9 | Expenditure on Pensions as a % of GSDP | 1.64 | 2.05 | 1.89 | 1.78 | 1.97 | 2.11 | 2.20 |
| 10 | Expenditure on Pay & Allowances & Pensions (PAP) as a % of GSDP | 16.04 | 18.29 | 14.53 | 11.82 | 12.51 | 13.93 | 13.38 |
| 11 | Expenditure on Pay & Allowances (PA) (Actuals) | 1831.16 | 2367.10 | 2517.79 | 2197.17 | 2418.24 | 2885.22 | 2989.41 |
| 12 | Expenditure on Pensions (Actuals) | 207.89 | 299.62 | 375.78 | 388.25 | 450.87 | 514.94 | 589.43 |
| 13 | Expenditure on Pay & Allowances and Pensions (Actuals) | 2039.05 | 2666.72 | 2893.57 | 2585.42 | 2869.11 | 3400.16 | 3578.84 |

*Note: GSDP for the year –
2009 – 2010: Basic Price
2010 – 2011: Basic Price
2011 – 2012 onwards at Current Market Price.*

Source: Finance (E.A) Department, Government of Meghalaya.

TABLE: MEFR – 10

State Government Revenue Expenditure on Salary Pension & other Social benefits

(₹ in crore)

| Years | Salary | Pension | Other Benefits (Grant-in-aids) | Total |
|--------------------------|---------|---------|--------------------------------|---------|
| 2011 – 2012 (Actual) | 1606.89 | 375.79 | 910.90 | 2893.08 |
| 2012 – 2013 (Actual) | 1591.99 | 388.26 | 605.18 | 2585.43 |
| 2013 – 2014 (Actual) | 1785.53 | 450.87 | 632.71 | 2869.11 |
| 2014 – 2015 (Pre-Actual) | 1989.56 | 514.94 | 895.66 | 3400.16 |
| 2015 – 2016 (RE) | 2130.25 | 589.43 | 859.16 | 3578.84 |

Source: Finance (E.A) Department, Government of Meghalaya.

- (b) **The Report of the Fourteenth Finance Commission** reflects the pre-Devolution Revenue Deficit of the State of Meghalaya over the next five years, as follows -

TABLE: MEFR – 11

State Resources

(₹ in crore)

| Sl. | Vector | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2015-20 |
|-----|---|---------------|---------------|---------------|---------------|---------------|---------------|
| A | Gross State Domestic Product (GSDP) | 26745 | 29567 | 32524 | 35776 | 39353 | 163965 |
| B | State's Own REVENUE RECEIPTS (1+2) | 2089 | 2403 | 2769 | 3198 | 3701 | 14160 |
| 1 | Own Tax Revenue | 1427 | 1689 | 1998 | 2365 | 2798 | 10277 |
| 2 | Own Non-Tax Revenue | 662 | 714 | 771 | 834 | 903 | 3884 |
| C | REVENUE EXPENDITURE of which | 6435 | 7239 | 8144 | 9162 | 10307 | 41287 |
| 1 | Interest Payments | 387 | 436 | 492 | 554 | 624 | 2493 |
| 2 | Pension Payments | 440 | 484 | 533 | 586 | 645 | 2688 |
| D | Pre-Devolution REVENUE SURPLUS (+)Or REVENUE DEFICIT (-) (B-C) | -4346 | -4836 | -5375 | -5964 | -6606 | |
| E | Revenue Deficit as a percentage of GSDP | -16.25 | -16.36 | -16.53 | -16.67 | -16.79 | 0.00 |

Source: Report of the 14th Finance Commission Vol-II

- (c) **It is therefore evident that** the size of the Government sector in the total economy of the State, expressed as a proportion of the Gross State Domestic Product, will remain more or less constant over the medium term, if the State adheres to well accepted norms of Fiscal Responsibility and Budgetary Management.

TABLE: MEFR – 12
State Deficits as a Percentage of GSDP

(₹ in crore)

| Sl | Vector | Actuals | | | | | RE | BE | Projection | |
|----|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | | 2011 – 2012 | 2012 – 2013 | 2013 – 2014 | 2014 – 2015 | 2015 – 2016 | 2016 – 2017 | 2017 – 2018 | 2018 – 2019 | 2019 – 2020 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 10 | 11 | 12 |
| 1 | State Revenue Receipts | 4654 | 5536 | 6267 | 6428 | 7043 | 8981 | 11280 | 13061 | 14412 |
| 2 | State Non-Debt Capital Receipts | 23 | 23 | 20 | 20 | 19 | 33 | 22 | 24 | 27 |
| 3 | Total Receipts (1+3) | 4677 | 5559 | 6287 | 6448 | 7062 | 9014 | 11302 | 13085 | 14439 |
| 4 | Revenue Expenditure | 4835 | 5000 | 5552 | 6252 | 6348 | 8594 | 10648 | 11876 | 13248 |
| 5 | Capital Expenditure (inclusive repayment) | 1109 | 1122 | 1258 | 1375 | 1606 | 1913 | 2225 | 2469 | 2681 |
| 6 | Total Expenditure (4+5) | 5944 | 6122 | 6810 | 7627 | 7954 | 10507 | 12873 | 14345 | 15929 |
| 7 | Revenue Account Surplus/Deficit (1-4) | -181 | 536 | 715 | 176 | 695 | 387 | 632 | 1185 | 1164 |
| 8 | Gross Fiscal Deficit (6-3 inclusive of Repayment) | 1267 | 563 | 523 | 1179 | 892 | 1493 | 1571 | 1260 | 1490 |
| 9 | Net Fiscal Deficit (6-3 exclusive of Repayment) | 1065 | 395 | 382 | 978 | 555 | 1089 | 1236 | 867 | 1089 |
| 10 | Total State Borrowings | 468 | 523 | 475 | 727 | 837 | 1210 | 1209 | 1146 | 1282 |
| 11 | GSDP | 19918 | 21872 | 22938 | 24408 | 26745 | 29567 | 32524 | 35776 | 39353 |
| 12 | Revenue Surplus/Deficit as a % of GSDP | -0.91 | 2.45 | 3.12 | 0.72 | 2.60 | 1.31 | 1.94 | 3.31 | 2.96 |
| 13 | Gross Fiscal Deficit as a % of GSDP | 6.36 | 2.57 | 2.28 | 4.83 | 3.34 | 5.05 | 4.83 | 3.52 | 3.79 |
| 14 | Net Fiscal Deficit as a % of GSDP | 5.35 | 1.81 | 1.67 | 4.01 | 2.08 | 3.68 | 3.80 | 2.42 | 2.77 |
| 15 | Revenue Expenditure as a % of GSDP | 24.27 | 22.86 | 24.20 | 25.61 | 23.74 | 29.07 | 32.74 | 33.20 | 33.66 |
| 16 | Capital Expenditure as a % of GSDP | 5.57 | 5.13 | 5.48 | 5.63 | 6.00 | 6.47 | 6.84 | 6.90 | 6.81 |

Source: Finance Accounts and State Budget Documents

- (d) **Only when the continued and concerted efforts** of the State results in improved Revenue Receipts: GSDP ratio, the additional resources thus released can be used to further reduce the Revenue Deficit. However, the Fourteenth Finance Commission recommendation for a higher level of devolution to the States, will give some relief to the overall macro-economic scenario.
- (e) **It will however be inescapable** for the State to make substantial investments for Current (Revenue) as well as Capital Expenditure over the medium term, to fulfil the State's obligation to provide the people with essential merit goods and services. This will result in unavoidable increase of current (Revenue) as well as Capital Expenditure, over the medium term.
- (f) **Thus, since expenditure on Pay, Allowance and Pensions** is entirely Revenue Expenditure, and since any Revenue Receipt: GSDP ratio increases will have to be first deployed to reduce the Revenue Deficit, it follows that there will be very little or limited fiscal space to increase the share of expenditure on Pay, Allowance and Pensions, other than that which can be absorbed by higher levels of GSDP growth.
- (g) **It therefore emerges that any** increase on expenditure for Pay, Allowance and Pensions that can be financed without jeopardizing the State's macro-fiscal parameters, **can in the medium term, at best be equal to the growth rate of the GSDP in the State.**

CHAPTER – 4

MEGHALAYA PAY COMMISSIONS – PAST AND PRESENT

- 4.1 The State of Meghalaya was carved out of the erstwhile State of Assam and attained full-fledged statehood on 21st January, 1972. With a total area of 22,429 square kilometres, the State initially comprised only the two Districts of United Khasi & Jaintia Hills and Garo Hills. Meghalaya now has 11 Districts, 16 towns, including the state capital of Shillong, and 6026 villages. These Districts are predominantly inhabited by the Khasis, the Jaintias and the Garos with the principal language of Khasi, Pnar and Garo respectively and English as the Official Language.
- 4.2 Until 31st December, 1978, the State Government adapted the pay scales recommended by the Assam Pay Commission, 1973, as accepted by the Government of Assam, for the reason that most of the employees were Assam Government employees serving in connection with the affairs of the State of Meghalaya, and the revised scales of pay implemented by the Government of Assam for its employees with effect from 1st January, 1973 would have been available to them had they not been in service with the Government of Meghalaya. The Revised Pay Structure comprised of 17 Primary Pay Scales and 17 Secondary Pay Scales.
- 4.3 The Government of Meghalaya constituted the **First Meghalaya Pay Commission** vide Resolution No. FEP.8/78/19 dated 27th July, 1978 with the following Members:
- | | |
|------------------|--|
| Chairman | – (1) Shri N.K. Rustomji, ICS (Retd.) |
| Members | – (2) Prof. S. Sarangapani, Professor Emeritus, Department of Economics, Gauhati University. |
| | – (3) Shri D. S. Khongdup, IAS (Retd.), Secretary, Meghalaya Legislative Assembly. |
| | (4) Shri A. G. Momin, Lecturer in Economics, Tura Government College |
| Member Secretary | – (5) Shri N.N. Mookerjee, IAS, Secretary to the Government of Meghalaya, Finance Department. |
- 4.4 Shri N.K. Rustomji was, however, unable to take up the assignment as Chairman of the Commission and in his place, the Government appointed Dr. R.S. Lyngdoh.
- 4.5 The Commission started to function from the second week of September, 1978.
- 4.6 The **First Meghalaya Pay Commission** submitted its Report in two parts, the First Part on 31st July, 1979 and the Second Part on 24th September, 1979. The Commission recommended a Revised Pay Structure consisting of 14 Primary

Scales of Pay and 14 Secondary Scales. Government implemented the recommendations of the Commission with effect from the 1st January, 1979. The recommended Pay scales are reflected at **Appendix 'A'**.

- 4.7 The **Second Meghalaya Pay Commission** was constituted by Government with effect from the 9th October, 1986 vide Resolution No.F(PR)-17/85/26, dated 9th October, 1986. It consisted of the following Members:-

Chairman: (1) Shri R.T. Rymbai, IAS (Retired).

Members: (2) Dr. A. M. Goon, Head of the Centre of Applied Statistics,
North Eastern Hill University.

(3) Shri F. Kharkongor, Chief Engineer, P.W.D. (Retired).

(4) Dr. Pimsonath S. Momin

(5) Shri K.K. Sinha, Special Secretary, Finance.

Secretary: Shri J. M. Mauskar, I.A.S.

- 4.8 The Second Meghalaya Pay Commission submitted an Interim Report to the Government on 26th September, 1987 and the Final Report on 31st May, 1988. The Commission recommended the replacement of the 14 Primary Pay Scales and 14 Secondary Pay Scales by 24 Revised Scales of pay along with 12 "Extended Scales of Pay" for the lower categories of service to tackle the problem of stagnation. The Second Meghalaya Pay Commission's recommended Revised Pay Scales are reflected at **Appendix 'B.'**

- 4.9 The recommendations of the Commission, as accepted by the Government was implemented with effect from the 1st January, 1987.

- 4.10 The **Third Meghalaya Pay Commission** was constituted vide Government Resolution No. F(PR)-3/94/18 dated 4th April, 1995 with the following Members:

Chairman – (1) Shri J. M. Phira, IAS (Retd.)

Members – (2) Shri Rangan Dutta, IAS, Principal Secretary, Finance Department

(3) Shri Stetnel Roy Shylla, IA&AS (Retd.)

(4) Shri B. Kharmalki, Former Special Secretary, PWD,
Ex-Member, MPSC

(5) Shri T. Budkma, IAS (Retd.)

(6) Shri H. G.Momin (Retd.) Director, Soil Conservation.

Secretary – Shri C. D. Kynjing, IAS

- 4.11 The Commission assumed office from 28th March, 1995. Its term was first extended up-to 31st October, 1996 and further extended up-to 31st March, 1997 during which period it submitted an Interim Report recommending the grant of Interim Relief to all State Government employees and pensioners/family pension holders, as well as to all employees of the Aided Educational Institutions under

the Deficit System of Grants-in-Aid @ 10% of basic pay subject to the minimum of ₹ 250.00 per month and ₹ 125.00 per month respectively.

- 4.12 The 24 Standard Scales of pay, with the minimum at ₹ 2440.00 per month and the maximum at ₹ 17000.00 per month, recommended by the Commission were implemented by the Government with effect from 1st January, 1996. The Revised Pay Scales recommended by the Third Meghalaya Pay Commission are reflected at **Appendix 'C.'**
- 4.13 The **Fourth Meghalaya Pay Commission** was constituted vide Government Resolution No. F(PR)-21/2007/33 dated 20th September, 2007, with Shri K.K. Sinha, I.A.S. (Retd) as its Chairman and the following Members were appointed vide Notification No.F(PR)-20/2007/39 dated 14th November, 2007:-
1. Shri B. Kharmalki, (Retd) Secretary, P.W.D.
 2. Shri H.W.T. Syiem, I.A.S. (Retd)
 3. Shri I. K. Sangma, (Retd) Additional Director, Education.
- Secretary – Shri Ajay Tewari, IAS.
- 4.14 The Commission's term was extended for three months, from 21st September, 2008 to 31st December, 2008.
- 4.15 The Fourth Meghalaya Pay Commission recommended 22 Revised Scales, as against the then existing 24 scales by merger of two pay scales at the middle level of the Pay Structure. The Commission recommended a fitment factor of 2.66 for the purpose of pay fixation.
- 4.16 Government accepted the Commission's recommendations with modification by enhancing the maximum of all the 22 revised scales. The Revised Pay Scales were implemented from 1st January, 2007. The recommended Pay Scales are reflected at **Appendix –'D.'**
- 4.17 The **Fifth Meghalaya Pay Commission** was constituted by Government vide Resolution No.F(PR)-15/2015/17, dated the 25th July, 2016 consisting of the following members:-
- Chairman – Shri P.J. Bazeley, IAS (Retired)
- Members – (1) Shri U.K. Sangma, IAS (Retired)
- (2) Shri L. Roy, IAS (Retired)
- (3) Shri Y. Tsering, IAS,
Addl. Chief Secretary/
Smti R.V. Suchiang, IAS
Principal Secretary, Finance Department
- Secretary – Shri Sanjay Goyal, IAS.
- 4.18 The Commission started functioning from 1st August, 2016.

PROPOSED PAY SCALES 1979

Primary

| Sl. No. | Pay Scales in Rupees | Span |
|---------|----------------------------------|----------|
| (1) | (2) | (3) |
| 1. | 300-5-330-6-390-7-425 | 21 Years |
| 2. | 325-7-360-EB-8-400-EB-10-500 | 20 Years |
| 3. | 350-10-400-EB-11-510-EB-13-575 | 20 Years |
| 4. | 375-12-435-EB-13-500-EB-15-650 | 20 Years |
| 5. | 400-14-470-EB-15-620-EB-16-700 | 20 Years |
| 6. | 425-15-500-EB-16-660-EB-18-750 | 20 Years |
| 7. | 450-17-535-EB-18-625-EB-20-825 | 20 Years |
| 8. | 475-18-565-EB-22-675-EB-25-925 | 20 Years |
| 9. | 525-20-625-EB-25-750-EB-30-1050 | 20 Years |
| 10. | 575-25-700-EB-30-850-EB-35-1200 | 20 Years |
| 11. | 625-30-775-EB-35-950-EB-40-1350 | 20 Years |
| 12. | 675-35-850-EB-40-1050-EB-40-1450 | 20 Years |
| 13. | 700-40-900-EB-40-1100-EB-45-1550 | 20 Years |
| 14. | 725-40-925-EB-45-1150-EB-50-1650 | 20 Years |

Secondary

| Sl. No. | Pay Scales in Rupees | Span |
|---------|-------------------------|----------|
| (1) | (2) | (3) |
| 1. | 500-15-575-EB-20-775 | 15 Years |
| 2. | 525-20-625-EB-25-875 | 15 Years |
| 3. | 550-25-675-EB-30-975 | 15 Years |
| 4. | 575-30-725-EB-30-1025 | 15 Years |
| 5. | 700-35-875-EB-35-1225 | 15 Years |
| 6. | 800-35-940-EB-40-1300 | 13 Years |
| 7. | 875-35-1015-EB-40-1300 | 13 Years |
| 8. | 900-40-1180-EB-45-1450 | 13 Years |
| 9. | 925-55-1210-EB-60-1750 | 16 Years |
| 10. | 1000-55-1330-EB-60-1750 | 13 Years |
| 11. | 1200-60-1620-EB-70-1900 | 11 Years |
| 12. | 1400-65-1725-EB-75-2100 | 10 Years |
| 13. | 1600-75-1900-EB-80-2300 | 9 Years |
| 14. | 1800-85-2140-EB-90-2500 | 8 Years |

APPENDIX – ‘B’

REVISED SCALES 1987

| Sl. No. | Present Scale in Rupees | Revised Scale in Rupees | Extended Scale in Rupees |
|---------|--|---------------------------------|--------------------------|
| (1) | (2) | (3) | (4) |
| 1. | 300-5-330-6-390-7-425 | 820-10-870-EB-15-975-20-1175 | 1000-22-1176-27-1365 |
| 2. | 325-7-360-EB-8-400-EB-10-500 | 900-15-975-EB-20-1115-25-1375 | 1100-27-1235-30-1535 |
| 3. | 350-10-400-EB-11-510-EB-13-575 | 975-20-1075-EB-25-1250-30-1550 | 1200-30-1440-35-1685 |
| 4. | 375-12-435-EB-13-500-EB-16-650 | 1050-25-1175-EB-30-1385-35-1735 | 1300-35-1580-40-1860 |
| 5. | 400-14-470-EB-15-620-EB-16-700 | 1200-30-1350-EB-35-1595-40-1995 | 1500-40-1820-45-2135 |
| 6. | 425-15-500-EB-16-660-EB-18-750 | 1300-35-1475-EB-40-1755-45-2205 | 1650-45-2010-50-2360 |
| 7. | 450-17-535-EB-18-625-EB-20-825 500-15-575-EB-20-775- | 1375-40-1575-EB-45-1890-50-2390 | 1700-50-2050-55-2490 |
| 8. | 475-18-565-EB-22-675-EB-25-925 | 1450-40-1650-EB-45-1965-55-2515 | 1750-55-2135-60-2615 |
| 9. | 500-19-595-EB-23-825-EB-25-950 525-20-625-EB-25-975 550-25-675-EB-30-975 | 1550-50-1800-EB-50-2150-60-2750 | 1950-60-2550-65-2875 |
| 10. | 575-30-725-EB-30-1025 | 1675-50-1925-EB-55-2318-60-2910 | 2100-60-2520-65-3040 |
| 11. | 525-20-625-EB-25-750-EB-30-1050 | 1700-50-1950-EB-60-2370-70-3070 | 2125-65-2545-75-3170 |

Report of the Fifth MPC

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|-----|---|--|----------------------|
| 12. | 575-25-700-EB-30-850-EB-35-1200 600-25-725-EB-30-875-EB-35-1225 700-35-875-EB-35-1225 | 1750-55-2025-EB-65-2480-75-3230 | 2200-75-2800-85-3395 |
| 13. | 625-30-775-EB-35-950-EB-40-1350 800-35-940-EB-40-1300 | 1800-70-2150-EB-80-2550-90-3000-100-3600 | |
| 14. | 675-35-850-EB-40-1050-EB-40-1450 | 1875-75-2250-EB-80-2650-90-3100-EB-100-3700 | |
| 15. | 875-35-1015-EB-40-1375 900-40-1180-EB-45-1450 | 1900-75-2275-EB-85-2700-100-3300-EB-110-3850 | |
| 16. | 700-40-900-EB-40-1100-EB-45-1550 | 1975-80-2375-EB-90-2825-100-3425-EB-110-3975 | |
| 17. | 725-40-925-EB-45-1150-EB-50-1650 | 2000-100-2500-EB-110-3050-120-3650-EB-125-4150 | |
| 18. | 825-55-1210-EB-60-1750 | 2300-115-2990-EB-120-3710-135-4385 | |
| 19. | 1000-55-1330-EB-60-1750 | 2600-120-3200-EB-130-3850-135-4575 | |
| 20. | 1200-60-1620-EB-70-1900 | 3000-120-3720-EB-130-4240-140-4800 | |
| 21. | 1400-65-1725-EB-75-2100 | 3500-125-4000-EB-135-4540-140-5100 | |
| 22. | 1600-75-1900-EB-80-2300 | 3900-150-4650-EB-150-5450 | |
| 23. | 1800-85-2140-EB-90-2500 | 4200-150-4950-EB-170-5800 | |
| 24. | Supertime Scale | 5800-200-6400 | |

APPENDIX 'C'

REVISED SCALES 1996

| Sl. No. | Post/ Grade | PRESENT SCALE | | REVISED SCALE | |
|---------|-------------|---------------------------------|--------------------------------|------------------------------------|-------------------------------|
| | | Standard Scale(s) in Rupees | Extended Scales (ES) in Rupees | Standard Scale(s) in Rupees | Extended Scale (ES) in Rupees |
| (1) | (2) | (3) | (4) | (5) | (6) |
| 1. | S-1/ES-1 | 820-10-870-EB-15-975-20-1175 | 1000-22-1176-27-1365 | 2440-40-2680-EB-50-3080-60-3680 | 2900-65-3875 |
| 2. | S-2/ES-2 | 900-15-975-EB-20-1115-26-1375 | 1100-27-1235-30-1535 | 2650-50-2950-EB-60-3430-70-4130 | 3250-75-4375 |
| 3. | S-3/ES-3 | 975-20-1075-EB-25-1250-30-1550 | 1200-30-1440-35-1685 | 2900-60-3260-EB-70-3820-80-4620 | 3600-85-4875 |
| 4. | S-4/ES-4 | 1050-25-1175-EB-30-1385-35-1735 | 1300-35-1580-40-1860 | 3100-70-3520-EB-80-4160-90-5060 | 3900-95-5325 |
| 5. | S-5/ES-5 | 1200-30-1350-EB-35-1595-40-1995 | 1500-40-1820-45-2135 | 3450-80-3930-EB-90-4650-100-5650 | 4300-105-5875 |
| 6. | S-6/ES-6 | 1300-35-1475-EB-40-1755-45-2205 | 1650-45-2010-50-2360 | 3725-90-4265-EB-100-5065-110-6165 | 4650-115-6375 |
| 7. | S-7/ES-7 | 1375-40-1575-EB-45-1890-50-2390 | 1700-50-2050-55-2490 | 3975-100-4575-EB-110-5455-120-6655 | 4950-125-6825 |
| 8. | S-8/ES-8 | 1450-40-1650-EB-45-1965-55-2515 | 1750-55-2135-60-2615 | 4250-110-4910-EB-120-5870-130-7170 | 5400-135-7425 |
| 9. | S-9/ES-9 | 1550-50-1800-EB-50-2150-60-2750 | 1950-60-2550-65-2875 | 4500-120-5220-EB-130-6260-140-7660 | 5750-145-7925 |
| 10. | S-10/ES-10 | 1675-50-1925-EB-55-2318-60-2910 | 2100-60-2520-65-3040 | 4900-130-5680-EB-140-6800-150-8300 | 6150-155-8475 |
| 11. | S-11/ES-11 | 1700-50-1950-EB-60-2370-70-3070 | 2125-65-2645-75-3170 | 5100-140-5940-EB-150-7140-160-8740 | 6500-165-8975 |

Report of the Fifth MPC

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|-----|------------|--|----------------------|--------------------------------------|---------------|
| 12. | S-12/ES-12 | 1750-55-2025-EB-65-2480-75-3230 | 2200-75-2800-85-3395 | 5300-150-6200-EB-160-7480-170-9180 | 6775-175-9400 |
| 13. | S-13 | 1800-70-2150-EB-80-2550-90-3000-EB-100-3600 | | 5500-160-6460-EB-175-7860-190-9760 | |
| 14. | S-14 | 1875-75-2250-EB-80-2650-90-3100-EB-100-3700 | | 5750-175-6800-EB-190-8320-200-10120 | |
| 15. | S-15 | 1900-75-2275-EB-85-2700-100-3300-EB-110-3850 | | 5900-190-7040-EB-200-8640-225-10440 | |
| 16. | S-16 | 1975-80-2375-EB-90-2825-100-3425-EB-110-3975 | | 6100-200-7300-EB-225-8875-240-10795 | |
| 17. | S-17 | 2000-100-2500-EB-110-3050-120-3650-EB-125-4150 | | 6350-225-7700-EB-240-9380-250-11130 | |
| 18. | S-18 | 2300-115-2990-EB-120-3710-135-4385 | | 6850-240-8290-EB-250-10040-260-11600 | |
| 19. | S-19 | 2600-120-3200-EB-130-3850-135-4575 | | 7750-250-9000-EB-275-10375-290-12115 | |
| 20. | S-20 | 3000-120-3720-EB-130-4240-140-4800 | | 8750-275-10400-EB-300-13100 | |
| 21. | S-21 | 3500-125-4000-EB-135-4540-140-5100 | | 10000-300-11800-EB-325-14075 | |
| 22. | S-22 | 3900-150-4650-EB-150-5450 | | 10750-325-12700-350-14800 | |
| 23. | S-23 | 4200-150-4950-EB-170-5800 | | 11750-375-13625-400-15625 | |
| 24. | S-24 | 5000-180-6080 | | 13200-475-17000 | |

APPENDIX – ‘D’

REVISED SCALES 2007

| PRESENT SCALES in Rupees | | | | REVISED SCALES in Rupees | |
|--------------------------|-------------|-------------------------------------|-----------------|--------------------------|--|
| Sl. No. | Post/ Grade | Standard scales | Extended Scales | Post/ Grade | Standard Scales |
| (1) | (2) | (3) | (4) | (5) | (6) |
| 1. | S-1 | 2440-40-2680-EB-50-3080-60-3680 | 2900-65- 3875 | S-1 | 6500-160-7620-EB-210-9510-290-12700 |
| 2. | S-2 | 2650-50-2950-EB-60-3430-70-4130 | 3250-75-4375 | S-2 | 7100-180-8360-EB-230-10430-310-13840 |
| 3. | S-3 | 2900-60-3260-EB-70-3820-80-4620 | 3600-35-4875 | S-3 | 7700-190-9030-EB-250-11280-340-15020 |
| 4. | S-4 | 3100-70-3520-EB-80-4160-90-5060 | 3900-95-5325 | S-4 | 8300-210-9770-EB-270-12200-370-16270 |
| 5. | S-5 | 3450-80-3930-EB-90-4650-100-5650 | 4300-105-5875 | S-5 | 9200-230-10810-EB-300-13510-410-18020 |
| 6. | S-6 | 3725-90-4265-EB-100-5065-110-6165 | 4650-115-6375 | S-6 | 9900-250-11650-EB-320-14530-440-19370 |
| 7. | S-7 | 3975-100-4575-EB-110-5455-120-6655 | 4950-125-6825 | S-7 | 10600-270-12490-EB-340-15550-470-20720 |
| 8. | S-8 | 4250-110-4910-EB-120-5870-130-7170 | 5400-135-7425 | S-8 | 11300-280-13260-EB-360-16500-500-22000 |
| 9. | S-9 | 4500-120-5220-EB-130-6260-140-7660 | 5750-145-7925 | S-9 | 12000-300-14100-EB-390-17610-530-23440 |
| 10. | S-10 | 4900-130-5680-EB-140-6800-150-8300 | 6150-155-8475 | S-10 | 13100-330-15410-EB-420-19190-580-25570 |
| 11. | S-11 | 5100-140-5940-EB-150-7140-160-8740 | 6500-165-8975 | S-11 | 14100-350-16550-EB-460-20690-620-27510 |
| 12. | S-12 | 5300-150-6200-EB-160-7480-170-9180 | 6775-175-9400 | | |
| 13. | S-13 | 5500-160-6460-EB-175-7860-190-9760 | - | S-12 | 14700-370-17290-EB-480-21610-650-28760 |
| 14. | S-14 | 5750-175-6800-EB-190-8320-200-10120 | - | S-13 | 15700-390-18430-EB-510-23020-690-30610 |
| 15. | S-15 | 5900-190-7040-EB-200-8640-225-10440 | | | |
| 16. | S-16 | 6100-200-7300-EB-225-8875-240-10795 | - | S-14 | 16300-410-19170-EB-530-23940-720-31860 |

Report of the Fifth MPC

| | | | | | |
|-----|-------------|--------------------------------------|---|-------------|--|
| 17. | S-17 | 6350-225-7700-EB-240-9380-250-11130 | - | S-15 | 17000-470-20290-EB-560-25330-760-33690 |
| 18. | S-18 | 6850-240-8290-EB-250-10040-260-11600 | - | S-16 | 18300-500-21800-EB-650-27000-810-35100 |
| 19. | S-19 | 7750-250-9000-EB-275-10375-290-12115 | - | S-17 | 20700-620-24420-730-29530-890-36650 |
| 20. | S-20 | 8750-275-10400-EB-300-13100 | - | S-18 | 23300-700-27500-830-32480-970-39270 |
| 21. | S-21 | 10000-300-11800-EB-325-14075 | - | S-19 | 26700-800-33100-1000-42100 |
| 22. | S-22 | 10750-325-12700-350-14800 | - | S-20 | 28700-860-35580-1050-43980 |
| 23. | S-23 | 11750-375-13625-400-15625 | - | S-21 | 31300-940-37880-1110-46760 |
| 24. | S-24 | 13200-475-17000 | - | S-22 | 35300-1060-41660-1220-48980 |

CHAPTER – 5

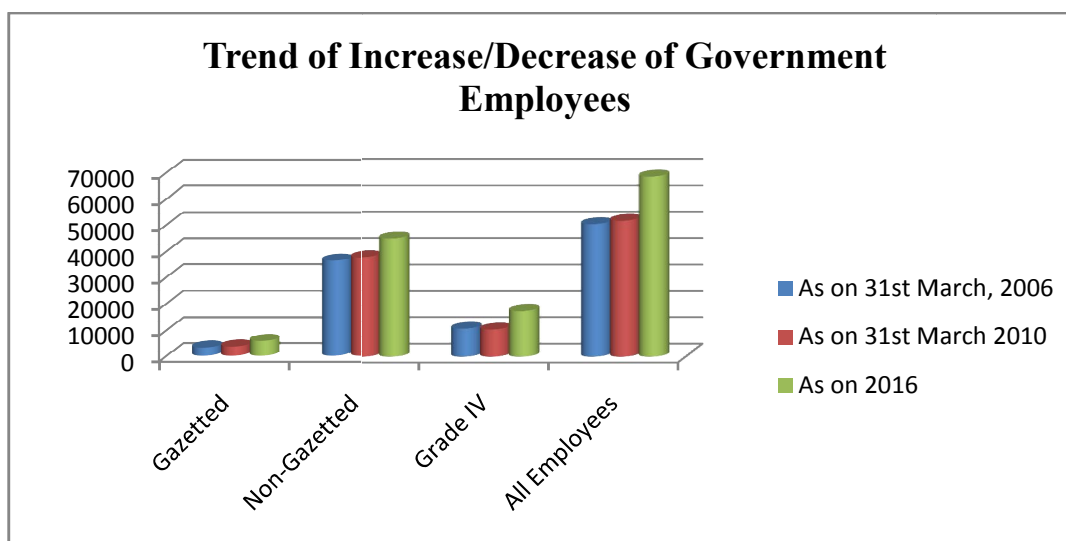
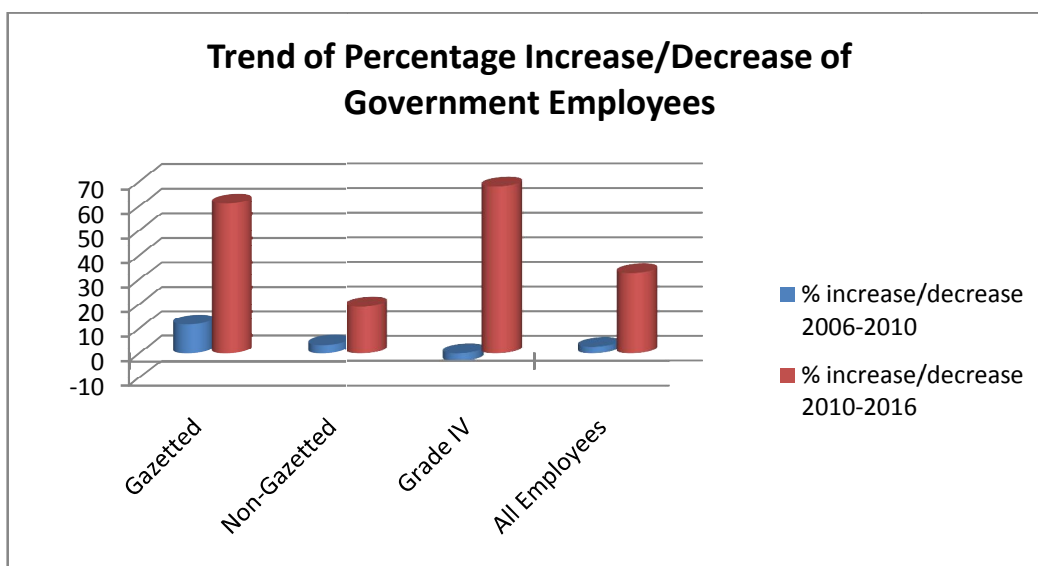
ANALYSIS OF STATE GOVERNMENT EMPLOYEES

- 5.1 The Directorate of Economics & Statistics, Government of Meghalaya has been conducting the census of Government employees since the inception of the State in 1972 with an objective to assess the volume of employment in the State Government Departments / Offices. The State Government being the largest employer has seen tremendous changes taking place as far as the increasing and multiplication number of State Government employees, who depend for their livelihood and those related to them in the State, is concerned. From the total number of 4395 employees in pre-statehood period of 1970 the number rose to almost double at 9585 employees immediately after Meghalaya attain its statehood in 1972, an increase of 118%. From 9585 in 1972 the number of government employees has reached a peak level of 68280 in 2016 at an average annual increase of 917 over the 44 years period. However, during these periods the employees-population ratio has not change so much as expected. The employee: population ratio as at 2016 is 1:49 and it was 1:54 during 1972. Rapid development, especially in the field of Science & Technology, implementation and introduction of aggressive policy like e-Governance, etc. are expected to reduce pressure on the State for employment and the employees-population ratio is expected to come down. However the employee-population ratio of the State has hardly changed for the better. The employees-population ratio of the State which was 1:53 in 2006 rose to 1:56 in 2010. Increase in population also results in increased demand for service. The population of the State increased by 30.65% during the decade of 1991-2001 and 27% during the decade of 2001 to 2011, whereas the increase in the number of government employees was by 32.57% in six years from 2010 to 2016.
- 5.2 The numbers of government employees in Meghalaya has shown a sudden rise in the recent years. This is due to the creation of new Districts, large recruitment into the State Police Force, creation of new Departments and up-gradation and expansion of some Departments. The increase in the number of employees from 2006 to 2010 was 2.58 % whereas the increase from 2010 to 2016 was 32.57 %. The total number of State Government employees of Meghalaya as on 31st March,2016 was 68280 as against 51505 as on 31st March,2010 reflecting an average increase of 2796 employees annually. **Table : ASGE–1** below shows the trend of Government employees during the period ending 31st March, 2006; 31st March, 2010 and 31st March, 2016; and the increase/decrease percentage in three categories, namely, Gazetted, Non-Gazetted and Grade-IV is presented in the graphs below the table.

TABLE : ASGE-1

Trend of Increase/Decrease of Government Employees 2006-2016

| Sl. No | Group | As on 31 st March, 2006 | As on 31 st March 2010 | As on 2016 | % increase / decrease 2006-2010 | % increase / decrease 2010-2016 |
|--------|---------------|------------------------------------|-----------------------------------|------------|---------------------------------|---------------------------------|
| 1 | Gazetted | 3220 | 3597 | 5798 | 11.71 | 61.19 |
| 2 | Non-Gazetted | 36365 | 37616 | 44761 | 3.44 | 18.99 |
| 3 | Grade IV | 10625 | 10292 | 17266 | -3.13 | 67.76 |
| 4 | Not stated | | | 455 | | |
| 5 | All Employees | 50210 | 51505 | 68280 | 2.58 | 32.57 |



5.3 Out of the total 68280* Government Employees as on 31st March, 2016 (less 455** whose place of posting and categories were not mentioned), 22248 or 32.80 % were in Rural postings and 45577 or 67.20 % are in the Urban postings (see **Table : ASGE – 2** below), which leads to the conclusion that majority of the government employees are posted in the Urban areas. **Table: ASGE – 2** presents the Rural/Urban distribution of government employees Grade-wise for the year 2016.

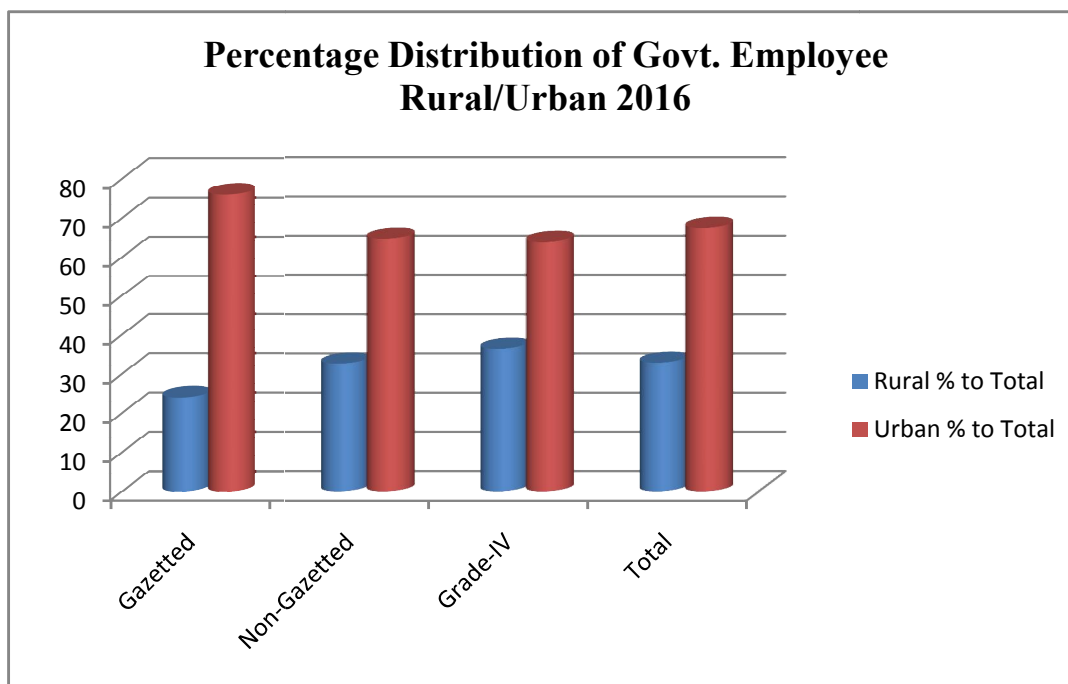
TABLE: ASGE – 2

Percentage Distribution of Govt. Employee Rural/ Urban 2016

| Sl.No | Group | Total Employees | Rural | | Urban | |
|-------|--------------|-----------------|-------|------------|-------|------------|
| | | | Nos | % to Total | Nos | % to Total |
| 1 | Gazetted | 5798 | 1391 | 23.99 | 4407 | 76.01 |
| 2 | Non-Gazetted | 44761 | 14577 | 32.57 | 30184 | 64.43 |
| 3 | Grade-IV | 17266 | 6280 | 36.37 | 10986 | 63.63 |
| 4 | Total | 67825* | 22248 | 32.80 | 45577 | 67.20 |

Note:- * 68280-455 = 67825

**455 (Categories & place of posting not mention)



5.4 The State Government is the biggest employer in the State. Since its GSDP is largely generated by the Service Sector, it can be concluded that development in Meghalaya is more concentrated in the Urban sector, as 67.20 % of the government employees are in the urban and sub-urban areas. Among the Districts, East Khasi Hills has the highest number of government employees with 29023, which is 42% of the total government employees in the State. Meghalaya's development is therefore largely concentrated in urban areas, particularly the State Capital Shillong, the Headquarter of East Khasi Hills District. Out of the total number of 45577 government employees posted in Urban areas, 57.40 % are in East Khasi Hills District (read Shillong) alone, 12.58% are in West Garo Hills (read Tura), 8.41% are in West Khasi Hills (read Nongstoin) and 7.03% in West Jaintia Hills District (read Jowai). The share of other Districts, that is, East Garo Hills District(read Williamnagar) is 3.78%, South Garo Hills District (read Baghmara) is 4.02%, North Garo Hills District (read Resubelpara) is 3.70% and Ri-Bhoi District (read Nongpoh) is 3.07%, the lowest among all the District Headquarters. The other new Districts have no notified urban areas as yet. **Table : ASGE – 3** reflects the district-wise break up of employees according to place of posting and their percentage. **Table: ASGE – 4** reflects the District-wise break up of employees Grade-wise for the year 2016.

TABLE: ASGE – 3

District-wise Percentage share of Government Employees Meghalaya 2016

| Sl. No. | Districts | Rural | | Urban | | Combined | |
|------------------|------------------------|--------------|------------|--------------|------------|--------------|------------|
| | | Total | % | Total | % | Total | % |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
| 1 | West Jaintia Hills | 3670 | 16.50 | 3203 | 7.03 | 6873 | 10.13 |
| 2 | East Khasi Hills | 2861 | 12.86 | 26162 | 57.40 | 29023 | 42.79 |
| 3 | West Khasi Hills | 1769 | 7.95 | 3834 | 8.41 | 5603 | 8.26 |
| 4 | East Garo Hills | 2149 | 9.66 | 1722 | 3.78 | 3871 | 5.71 |
| 5 | West Garo Hills | 3979 | 17.88 | 5736 | 12.58 | 9715 | 14.32 |
| 6 | Ri-Bhoi | 2581 | 11.60 | 1400 | 3.07 | 3981 | 5.87 |
| 7 | South Garo Hills | 547 | 2.46 | 1835 | 4.02 | 2382 | 3.51 |
| *8 | South West Khasi Hills | 1252 | 5.63 | 0 | 0 | 1252 | 1.85 |
| *9 | East Jaintia Hills | 1684 | 7.41 | 0 | 0 | 1684 | 2.48 |
| *10 | South West Garo Hills | 1473 | 6.62 | 0 | 0 | 1473 | 2.17 |
| *11 | North Garo Hills | 283 | 1.27 | 1685 | 3.70 | 1968 | 2.90 |
| Meghalaya | | 22248 | 100 | 45577 | 100 | 67825 | 100 |

TABLE: ASGE – 4

District- wise break-up of employees according to place of posting Grade-wise as on 31st March, 2016 (p)

| SL. No. | Districts | Rural | | | | Urban | | | |
|------------------|------------------------|-------------|--------------|-------------|--------------|-------------|--------------|--------------|--------------|
| | | Gazetted | Non-Gazetted | Grade IV | Total | Gazetted | Non-Gazetted | Grade IV | Total |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) |
| 1 | West Jaintia Hills | 139 | 2411 | 1120 | 3670 | 402 | 1954 | 847 | 3203 |
| 2 | East Khasi Hills | 223 | 1971 | 667 | 2861 | 2590 | 17672 | 5900 | 26162 |
| 3 | West Khasi Hills | 56 | 1280 | 433 | 1769 | 297 | 2383 | 1154 | 3834 |
| 4 | East Garo Hills | 87 | 1770 | 292 | 2149 | 170 | 1093 | 459 | 1722 |
| 5 | West Garo Hills | 223 | 2585 | 1171 | 3979 | 575 | 3491 | 1670 | 5736 |
| 6 | Ri-Bhoi | 249 | 1255 | 1077 | 2581 | 95 | 989 | 316 | 1400 |
| 7 | South Garo Hills | 56 | 329 | 162 | 547 | 178 | 1319 | 338 | 1835 |
| *8 | South West Khasi Hills | 104 | 581 | 567 | 1252 | 0 | 0 | 0 | 0 |
| *9 | East Jaintia Hills | 105 | 1173 | 406 | 1684 | 0 | 0 | 0 | 0 |
| *10 | South West Garo Hills | 117 | 1045 | 311 | 1473 | 0 | 0 | 0 | 0 |
| *11 | North Garo Hills | 32 | 177 | 74 | 283 | 100 | 1283 | 302 | 1685 |
| Meghalaya | | 1391 | 14577 | 6280 | 22248 | 4407 | 30184 | 10986 | 45577 |

Note: (p) – Provisional

*New Districts

5.5 With regard to Male/Female participation in the Government Service in the State, Meghalaya has a male dominated Government employment with 35846 or 71.39 % share of the total number of employees in 2006; 35401 or 68.73 % share in 2010 and 46359 or 67.90 % share in 2016. Female employees constituted only 28.61 % in 2006; 31.27 % in 2010 and 32.10 % in 2016 (**Table : ASGE – 5**). However in recent decades female employees are gradually increasing in number from 26.61 % in 2006 to 31.27 % in 2010, and to 32.10 % in 2016. This indicates that in recent years more and more women are entering government service and are able to compete with the male counterparts.

TABLE : ASGE – 5

Male /Female Break-up and Male /Female Percentage share of Government Employees for 2006-2016

| Sl. No. | As on 31 st March | Total Employees | Male Employees | | Female Employees | |
|---------|------------------------------|-----------------|----------------|------------|------------------|------------|
| | | | Nos | % of Total | Nos | % of Total |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| 1. | 2006 | 50210 | 35846 | 71.39 | 14364 | 28.61 |
| 2. | 2010 | 51505 | 35401 | 68.73 | 16104 | 31.27 |
| 3. | 2016 | 68280 (P) | 46359(P) | 67.90 | 21921(P) | 32.10 |

(P) = Provisional

Source:

Data for 31st March, 2006 & 31st March, 2010

- Directorate of Economics & Statistics, Shillong

Data for 31st March, 2016

- 1. Director of Accounts & Treasuries,

- 2. NIC Meghalaya, Shillong.

CHAPTER – 6

DETERMINATION OF MINIMUM PAY

- 6.1 The Commission is of the view that the foundation of any exercise to formulate a revised pay structure for State Government employees with reference to ground realities existing on any particular date, lies in estimation of minimum pay. Such estimation has necessarily to be done using the most logical and acceptable known methodology to determine what the lowest salaried government employees need to be paid, to enable them to meet the minimum unavoidable expenditure for himself/herself, his/her spouse and his/her family (two under 14 years Children) in a dignified manner, as per well accepted norms.
- 6.2 The Minimum Wages Act, 1948 has not laid down the criteria for fixing the minimum wages in India. The broad procedure for doing so, envisages as follows –
- (a) Three consumption units for one earner: In calculating the minimum wage, the standard working class family should be taken to comprise three consumption units for one earner, the earnings of women, children and adolescents in the family being disregarded.
 - (b) Minimum food requirements should be calculated for an adult of moderate activity, on the basis of a net intake of 2700 calories, as recommended in 1948 by Dr. Wallace Aykroyd, [Dr. Wallace Aykroyd worked on nutrition for nearly 30 years and was the first Director of the Nutrition Division, Food and Agriculture Organisation, United Nations. In 1935, he was appointed Director of the Government Nutritional Research Centre in India, situated at Coonoor in Kerala].
 - (c) Clothing requirements should be estimated on the basis of a per capita consumption of 18 yards (16.5 meters) per annum, which would for the average worker's family of four a total of 72 yards (65.8 meters), per annum.
 - (d) In respect of housing, the norm should be the minimum rent charged by Government in any area for houses provided under the Subsidised Industrial Housing Scheme for low – income groups.
 - (e) Fuel, Lighting and other miscellaneous items of expenditure to constitute 20% of the total minimum wage.
- 6.3 At the 15th Session of the Indian Labour Conference held at New Delhi in July 1957, an important resolution was passed, which laid down that the minimum wage should be need based and should ensure the minimum human needs of the worker. The following norms were accepted as a guide for all wage-fixing authorities including Minimum Wage Committees, Wage Boards, Adjudicators, etc.:

- (a) *In calculating the minimum wage, the standard working class family should be taken to comprise three consumption units for one earner, the earnings of women, children and adolescents being disregarded.*
- (b) *Minimum food requirements should be calculated on the basis of a net intake of 2700 calories, as recommended by Dr. Aykroyd for an average Indian adult of moderate activity.*
- (c) *Clothing requirements should be estimated on the basis of a per capita consumption of 18 yards per annum, which would give for the average workers family of four a total of 72 yards.*
- (d) *In respect of housing, the norm should be the minimum rent charged by Government in any area for houses provided under the Subsidised Industrial Housing Scheme for low income groups; and*
- (e) *Fuel, lighting and other miscellaneous items of expenditure should constitute 20 per cent of the total minimum wage.*

6.4 *In 1991, the Supreme Court in its judgment expressed the view that children's education, medical requirement, minimum recreation, including festivals ceremonies, provision for old age and marriage should further constitute 25 per cent and be used as a guide for fixing the minimum wage.*

6.5 *The Indian Labour Conference in its Thirtieth Session during September, 1992 expressed the view that while the tendency to fix minimum wages at unrealistically high levels must be checked, implementation of wages once fixed must be ensured.*

Source: Report 2005: On the Working of the Minimum Wages Act, 1948.

6.6 There has been a persistent demand from the Associations and individuals to have parity of State Pay Scale with those of the Central Government. This question was examined in depth by both the Second and Third Meghalaya Pay Commissions.

6.7 The Second Meghalaya Pay Commission had this to say: *“The overall tribal society, especially in rural areas of the State, is basically egalitarian and the social/ economic disparities are much lesser than found in other parts of the country. Almost all the Service Associations and individual memorialists have represented that a substantial difference exists between the pay structure of the Central Government employees and a demand was made that there should be a parity between the two. The Commission has examined the matter carefully, and on comparison of the total pay packets of the Central and State Government Employees, it is found that a broad parity does exist even at the present because the State Government employees get allowances like the Hill Allowance not admissible to the Central Government employees and since 1983 a similar DA formula has been followed for both categories The Commission, after considering all the above factors, is of the view that the changes in the existing*

pay structure of the Government employees should be such that the employees at the lower level are assured minimum living wages while the employees at the higher rank of services are provided comfort so that they can devote whole heartedly in developing the State. In addition, the Commission is of the view that taking into account the egalitarian nature of the society in Meghalaya the disparities in emoluments of various categories be reduced on the socialistic pattern subject to the requirement of administrative efficiency and discipline. Last but not the least, the Commission is of the view that the pay structure of the Government employees must be so framed that the developmental needs of the poor masses of the State are not sacrificed and the government servants do not become a new 'elite' in the society. Till such time that the resource base of the State improves, any pay structure of the State Government employees will have to take into account the pattern and quantum of Central assistance available to the State and cannot be divorced from realities of life."

(Para 4.1.3 at page 77 of the 2nd Meghalaya Pay Commission Report).

- 6.8. The Third Meghalaya Pay Commission continued in the same vein: *"The Commission is of the view that the pay scales of the employees should be fixed with reference to the capacity of the State Government to meet the cost of establishment without sacrificing the quality and performance of the various developmental schemes of the State. The method of recruitment, the qualification prescribed and the fact that the Central Government employees have to serve in any part of the country, no comparison can be valid with the service condition of the State Government employees, which are mostly required to serve within Meghalaya"*

(Para 5.3 at page 75 of 3rd Meghalaya Pay Commission Report).

- 6.9. The following table published by the Directorate of Economics and Statistics in the Statistical Handbook Meghalaya, 2007 '....confirms the statement of the 2nd Meghalaya Pay Commission that the State is dependent on Central Assistance and that the pay scales of the State Government employees should be fixed with reference to the capacity of the State Government to meet the cost of establishment.'

(₹ in lakhs)

| Sl. No. | Head | 2003 – 04 Actuals | 2004 – 05 Actuals | 2005 – 06 RE | 2006 – 07 BE |
|---------|---|----------------------|----------------------|-----------------|-----------------|
| (1) | (2) | (3) | (4) | (5) | (6) |
| 1 | Share of Central Taxes | 22508.00 | 26904.00 | 35256.00 | 42141.00 |
| 2 | State Taxes | 17768.11 | 20773.29 | 22285.00 | 26839.00 |
| 3 | Non Tax Revenue | 12894.84 | 13349.32 | 15683.00 | 17348.00 |
| 4 | Grants-in-Aid from the Centre | 86711.59 | 93586.17 | 126864.95 | 159485.00 |
| 5 | Total Revenue Receipts | 139882.54 | 154612.78 | 200653.95 | 245813.00 |
| 6 | Percentage of Sl. 4 to Sl. 5 or dependence of State on Centre | 61 % | 65.21% | 58.16 % | 54.13 |

6.10 ‘...The 4th Meghalaya Pay Commission agreed with the earlier Pay Commissions and reached the conclusion that the State Government Pay Scales should not be equal to the Central pay scales. Only at the floor level there should be a parity and decided to continue with the same trend for revision of the pay scales....’

6.11 While determining what minimum pay the lowest paid level of Government employees need to be paid to enable such employee to meet the minimum unavoidable expenditure needs for himself, his spouse and his family (two under 14 years Children) in a dignified manner, the Fourth Meghalaya Pay Commission observed as follows in Chapter V of their Report –

“...One of the standard methods employed to determine the minimum remuneration is a Family Budget Survey of the expenditure of the lowest level of the government employees in the State. As decided by the Commission in its first meeting, the Directorate of Economics & Statistics were requested to undertake the survey for the month of October, 2007.

6.12 The Directorate submitted the report in April, 2007; for the purpose of the survey the standard working class family at the entry level is normally taken to comprise three consumption units per earner. It was a sample survey covering all the districts and the data was as follows:

| Per Capita Consumption Expenditure | District | | | | | | |
|------------------------------------|-----------------|-----------------|------------------|------------------|---------|------------------|---------------|
| | West Garo Hills | East Garo Hills | South Garo Hills | West Khasi Hills | Ri Bhoi | East Khasi Hills | Jaintia Hills |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
| Food | 1189.74 | 728.74 | 928.51 | 886.19 | 720.83 | 649.21 | 768.51 |
| Non Food | 724.26 | 1120.26 | 931.49 | 983.81 | 1073.74 | 1193.79 | 965.49 |
| Total Consumption | 1914.00 | 1831.00 | 1860.00 | 1870.00 | 1794.57 | 1843.00 | 1734.00 |

6.13 The Fourth Meghalaya Pay Commission elsewhere has dealt with the issue that the State Pay Scales need not be based on the Central Pay scales though the latter should be kept in mind in determining the pay scales. In case of ‘Minima’, however, historically, there has always been a parity. The Commission, therefore, took recommendations of the Sixth Central Pay Commission into account for determining the ‘Minima.’ There has been a general feeling that the minimum salary recommended by the Sixth Central Pay Commission is ₹6660/-; but this is not a fact. ₹6660/- is the minimum recommended for a group ‘C’ employee. The minimum of the lowest scale (-1s) is the Pay Band of ₹4440/- + Grade Pay of ₹1300/- bringing the total to ₹5740/- as on 01.01.06. The corresponding pre-revised scale is 2550-55-2660-60-3200; that is, the lowest scale for group ‘D’ employees. The Central Commission had earlier computed the minimum wage at ₹5479/-p.m. based on the 15th International Labour Conference norms taking the prices of various items as on 01.01.06 but deliberately and consciously, decided to recommend the higher minimum pay to make the government employees better

motivated and more efficient (pp. 533-54 – of the 6th Central Pay Commission report).

- 6.14 *The Sixth Central Pay Commission has also recommended eventual abolition of Group 'D' employees by absorbing these employees in Group 'C' by enhancing their educational qualification or skills by further re-training or making them fit for multi-task jobs. Till such time that they are fully upgraded, the pay scales in Group 'D' would continue to be available as a stopgap arrangement without being an integral part of the regular pay scales recommended by the Sixth Central Pay Commission. This is the reason why it was reported in a section of the media that the minimum salary recommended by the Sixth Pay Commission is ₹6600/- (which has been increased by the Central Govt. to ₹7000/-) as the lowest rung in PB – I).*
- 6.15 *Historically, the I Central Pay Commission (CPC) which submitted its recommendations in May 1947 did not have the benefit of the Recommendations of the 15th Indian Labour Conference, 1957 and based its estimation of minimum pay on its own assessment of minimum needs of a family and quantified costs therefore, based on assessed current market costs of such needs.*
- 6.16 *The II CPC which submitted its recommendations during August 1959 depended on the norms set out by the 15th ILC to estimate minimum pay requirement, but moderated the minimum pay on the basis of the then prevailing per capita income.*
- 6.17 *The III CPC which submitted its' recommendations during March, 1973, adopted a modified version of the norms set out by the 15th ILC while estimating the reasonable minimum pay of the lowest paid level of Government employees.*
- 6.18 *The IV CPC which submitted its' recommendations during June 1986, December 1986 and May 1987, estimated the minimum pay by applying the growth of total emoluments index on the minimum pay estimated by the III CPC.*
- 6.19 *The V CPC which submitted its recommendations during January 1997 estimated the minimum pay through the 'Constant Relative Income Approach'. This approach is based on the principle that the real minimum pay must grow in tandem with the real per capita income, so that emoluments of Government employees are not independent of the economic realities of the day. Accordingly, the V CPC based its' estimation on the minimum pay of ₹750.00 estimated by the IV CPC as on 01 January 1986 and added to it the DA of 148 per cent or ₹1,110 as on 01.01.1986, to arrive at a price-protected minimum pay of ₹(750 plus ₹1110) = ₹1860 as on 01.01.1996. The Commission applied a step-up of 30.9 per cent on ₹1860 reflecting the real increase in per capita-income (per capita net Nation Product at factor cost) during the period 1986 to 1995. The price-protected minimum pay, thus worked out to ₹(1860 + 30.9 % or ₹575) that is ₹2435, which the Commission rounded off to ₹2440 as on 01.01.1996. This was increased to ₹2550 at the implementation stage.*

- 6.20 *The VI CPC which submitted its recommendations during March 2008, adopted the 15th. ILC norms to arrive at a base figure, to which was added additional 25 per cent for various additional items in addition to Skill-factor.*
- 6.21 *The VII CPC which submitted its recommendations during November 2015, noted that all the previous CPC's except the I CPC have directly or indirectly adopted the 15th. ILC norms as the core for determination of the minimum pay. The Commission also held the view that the 15th. ILC norms, along with other supplements (the entire set of seven components) are the best approach for estimating the minimum pay as it is a need based calculation that directly costs the minimum requirements, normatively prescribed to ensure a healthy and dignified standard of living, compatible with the level of the lowest paid Government employees.*
- 6.22 *The VII CPC has estimated the minimum pay through the following steps –*

Step 1. *The food, clothing and detergent products listed and their respective quantities specified by the 15th. ILC have been adopted. These quantities indicate the monthly consumption of the listed products by a family comprising three consumption units. [For e.g. for the product 'Dal' the quantity specified for daily consumption is 80 grams per consumption unit per day. The monthly consumption of Dal by a consumption unit thus works out to 2.4 kg (80 x 30). Accordingly the monthly consumption of Dal by a family comprising 3 units is 7.2. kgs (2.4. x 3)].*

Step 2: *The quantities have been multiplied by their respective product prices to arrive at product wise cost. The price adopted for each product is the average of prices of various items that are included in the product. The price of an item is the average of its prices prevailing in each month from July, 2014 – June, 2015. [At monthly family consumption of 7.2 kg the Commission has estimated the monthly expenditure on Dal at ₹704.44 after calculating the price of Dal at ₹97.84 per kg. The price of Dal has been calculated as the average of prices of Toor, Urad and Moong dal items specified under the product Dal and whose prices have been determined at ₹87.86, ₹109.66 and ₹96.00 respectively. The prices of these three Dal items are the twelve monthly average prices for the period July, 2014 – June, 2015.] The prices of all items were sourced from Labor Bureau, Shimla. These prices are used in the calculation of the CPS (IW) and subsequently the calculation of Dearness Allowance. In the exercise the prices of all items were for the period July 2014 – June 2015 and had been used in the calculation of DA at 110 percent operative from 01.07.2015.*

Step 3: *The cost of food, clothing and detergent products obtained from Step 2 has been divided by 0.8 to arrive at a total, of which 20 percent provides for fuel and lighting expenses.*

Step 4: *The cost estimated from Step 3 is divided by 0.85 to arrive at a total, of which 15 percent is towards recreation, ceremonies and festivities. The prescribed provision of 25 percent to cover education, recreation, ceremonies,*

festivals and medical expenses was moderated to 15 percent because expenses on educational and medical necessities are being separately provided for through relevant allowances and facilities and thus need not be provided here. This partially addressed the first component outside the 15th ILC norms.

Step 5: *The cost estimated from Step 4 was increased by 25 percent to account for the skill factor, following the reasoning that there is no unskilled staff in the government after the merger of Group D staff in Group 'C'. This addresses the second component outside the 15th ILC norms.*

Step 6: *The cost estimated from Step 5 was divided by 0.97 to arrive at a total, of which 3 per cent provides for housing expenses. This was done in view of the observation that license fees for government accommodation is about 3 percent of the total pay. This addresses the fourth component, as the 15th ILC norms had fixed the housing provision at 7.5. percent.*

Step 7: *The cost estimated from Step 6 is as on 1 July, 2015 when the DA was 119 percent. The DA is assumed to be 125 percent as on 1 January, 2016, the day from which the Commission expects its recommendations to be implemented by the government. Accordingly the cost estimated from Step 6 has been increased by 3 per cent ($2.25/2.19 = 1.027$ or nearly 3%).*

The cost estimated from Step 7 is next rounded off to 18,000, which was the minimum pay recommended by the Commission, operative from 01.01.2016. This was 2.57 times the minimum pay of ₹7,000 fixed by the government while implementing the VI CPC's recommendations from 01.01.2006. Accordingly, basic pay at any level on 01.01.2016 (pay in the pay band + grade pay) would need to be multiplied by 2.57 to fix the pay of an employee in the new pay structure. Of this multiple, 2.25 provides for merging of basic pay with DA, assumed at 125 percent on 01.01.2016, while the balance is the real increase being recommended by the Commission. The real increase works out to 14.2 percent ($2.57 \div 2.25 = 1.1429$). The following table shows the real increase given by each CPC/Government over the previously set minimum pay: (in percent)

| | |
|---------|------|
| II CPC | 14.2 |
| III CPC | 20.6 |
| IV CPC | 27.6 |
| V CPC | 31.0 |
| VI CPC | 54.0 |
| VII CPC | 14.3 |

The real pay in government is protected by providing Dearness Allowance (DA), which is that percentage of pay by which the CPI (IW) increases over a fixed base value. Consequently the absolute amount of DA keeps on growing with every point increase in CPI (IW). On the other hand the real value of the industrial minimum wage is protected by providing Variable Dearness Allowance (VDA), which is a fixed amount of money given per point increase in CPI (IW) as notified by the Chief Labour Commissioner from time to time. Consequently, over a period of time, the minimum pay + DA in government becomes larger than the minimum wage +

VDA in the private sector even though the basic minimum wage in both the sectors is calculated on the basis of the 15th ILC norms. As on 01.01.2015 the minimum pay in government was ₹14,910 whereas minimum wage for a skilled worker was in the range of ₹9,000 – ₹11,000 per month.

Besides DA, government provides house rent, transport, location and function specific allowances besides Leave Travel Allowance (LTA) which, along with the basic pay, constitute the gross pay of a government employee. If one were to only take HRA at 30 percent of the basic pay and transport allowance at ₹400+DA, as are admissible in A1/A class cities, together with educational allowances for two children at the rate of 1,500 per month, the gross pay further increases to ₹20,870 (20870 = 14910+2100-860+3000) as on 01.01.2015. In addition government gives a host of their benefits that can be measured under the CTG (Cost to Government of an employee) concept. From these numbers it is clear that benefits given at the lowest ranked government employees, whether monetized or not, are significantly higher than the minimum basic pay and also much higher than the emoluments of skilled industrial workers.

To obtain a comparative picture of the salaries paid in the government with that in the private sector enterprises the Commission engaged the Indian Institute of Management, Ahmedabad to conduct a study. According to the study the total emoluments of a General Helper, who is the lowest ranked employee in the government is ₹22,579, more than two times the emoluments of a General Helper in the private sector organizations surveyed at ₹8,000 – ₹9,500.

After considering all relevant factors the Commission is of the view that the minimum pay in government recommended at ₹18,000 per month, w.e.f. 01.01.2016, is fair and reasonable and one which, along with other allowances and facilities, would ensure a decent standard of living for the lowest ranked employee in the Central Government. This recommendation was accepted and notified by the Central Government during July 2016.

Source: Report of the Seventh Central Pay Commission Chapter 4.2.

6.23 The Fifth Meghalaya Pay Commission (FMPC): Taking into consideration the historical perspective of the State and Central Pay Commissions, as reflected in the paras above, the Commission decided that it was appropriate to –

- a. Obtain an estimation of family consumption needs in terms of the well accepted Aykroyd Formula, as well as to
- b. Obtain an estimation of family consumption needs on the basis of a random sample survey to determine the per capita monthly consumer expenditure;

and to then proceed to consider both the aforesaid estimations, before it decides to determine the Minimum Pay, which the lowest paid level of Government employees need to be paid, to enable such employees to meet the minimum unavoidable expenditure needs for himself/herself, his/her spouse and his/her family (two under 14 years Children) in a dignified manner, as per well accepted norms.

6.24 For such purpose the Commission required the Director of Economics & Statistics, Government of Meghalaya to submit an estimation of the average family consumption needs in Meghalaya, in terms of the well accepted Aykroyd Formula in a given format, as shown in **Table : DMP –1** below –

TABLE : DMP – 1

STATEMENT SHOWING THE CALCULATION OF NEED-BASED MINIMUM PAY FOR A SINGLE WORKER FOR MAINTENANCE OF A FAMILY UNIT CONSISTING OF THE WORKER HIS/HER SPOUSE AND TWO UNDER 14 YEARS OF AGE CHILDREN ESTIMATED AS 1 PCU + 0.8 PCU + 2 x 0.6 PCU= 3 PCU AS ON 01.01.2016.

| Sl. No. | Food for providing 2700 calories per capita, per day, plus other essential items | Grams/ml etc. per day, per PCU | Caloric value | Requirement per month for a family unit of 3 PCUs | Unit | Price/Unit in | Expenditure required per month in Rupees |
|---------|--|--------------------------------|---------------|---|-------|---------------|--|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
| 1 | Rice/Wheat | 475 | | | Kg | | |
| 2 | Dal (Moong/Masur/Chana) | 80 | | | Kg | | |
| 3 | Raw Vegetables (non green vegetables) | 100 | | | Kg | | |
| 4 | Green Vegetables | 125 | | | Kg | | |
| 5 | Other Vegetables including Spices | 75 | | | Kg | | |
| 6 | Fruits | 120 | | | Kg | | |
| 7 | Milk | 200 | | | Litre | | |
| 8 | Sugar/Jaggery | 56 | | | Kg | | |
| 9 | Edible oil | 40 | | | Litre | | |
| 10 | Meat | x | | | Kg | | |
| 11 | Fish including dry fish | x | | | Kg | | |
| 12 | Eggs | x | | | Nos. | | |
| 13 | Soap, detergents, tooth paste, tooth brush, hair oils etc. | x | x | | - | | |
| 14 | Clothing including stitching charges | x | | | - | | |
| 15 | Total Expenditure (1 – 14) | | | | | | |

6.25 The Commission also required the Director of Economics & Statistics, Government of Meghalaya to estimate the average family consumption needs on the basis of a random sample survey to determine the per capita monthly consumer expenditure, in a given Format, as shown in **Table : DMP – 2** below –

TABLE : DMP – 2

**SUMMARY OF RANDOM SAMPLE SURVEY OF FAMILY BUDGET
(As on 01 January 2016, in Rupees per month)**

| Sl. No. | Name of District | Per capita consumer expenditure per month on | | |
|---------|--|--|--------------------|-------|
| | | Essential Food | Essential Non Food | Total |
| 1 | East Jaintia Hills | | | |
| 2 | West Jaintia Hills | | | |
| 3 | East Khasi Hills | | | |
| 4 | Ri Bhoi | | | |
| 5 | West Khasi Hills | | | |
| 6 | South West Khasi Hills | | | |
| 7 | South Garo Hills | | | |
| 8 | East Garo Hills | | | |
| 9 | West Garo Hills | | | |
| 10 | North Garo Hills | | | |
| 11 | South West Garo Hills | | | |
| 12 | STATE AVERAGE | | | |
| 13 | AVERAGE FAMILY CONSUMER EXPENDITURE FOR 3 PCU PER MONTH | | | |

6.26 In pursuance of the Commission's requirement to estimate the average family consumption needs/cost etc., and subsequent clarifications sought by the Commission on the matter, the Director of Economics & Statistics, Government of Meghalaya submitted an estimation of the average family consumption needs in Meghalaya, in the given format, vide letter No.ESA.40/2016/59, dated 05th October, 2016, as shown in **Table : DMP – 3** below –

TABLE : DMP – 3

STATEMENT SHOWING THE CALCULATION OF NEED-BASED MINIMUM PAY FOR A SINGLE WORKER FOR MAINTENANCE OF A FAMILY UNIT CONSISTING OF THE WORKER HIS/HER SPOUSE AND TWO UNDER 14 YEARS OF AGE CHILDREN ESTIMATED AS 1 PCU + 0.8 PCU + 2 x 0.6 PCU= 3 PCU AS ON 01.01.2016.

| Sl. No. | Food for providing 2700 calories per capita, per day, plus other essential items | Grams/ml etc. per day, per PCU | Caloric value | Requirement per month for a family unit of 3 PCUs | Unit | Price/ Unit in | Expenditure required per month in Rupees | Remarks |
|---------|--|--------------------------------|---------------|---|-------|----------------|--|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
| 1 | Rice/Wheat | 475 | 589 (rice) | 42.75 | Kg | 33.09 | 1415.00 | Rice (Parimol) |
| 2 | Dal (Moong/Masur/Chana) | 80 | 119 | 7.2 | Kg | 114.47 | 824.00 | Dal (Moong) |
| 3 | Raw Vegetables (non green vegetables) | 100 | 39 | 9 | Kg | 37.28 | 336.00 | Potato, brinjal, tomato, carrot |
| 4 | Green Vegetables | 125 | 36 | 11.25 | Kg | 37.34 | 420.00 | Cabbage, cauliflower, beans and gourd |
| 5 | Other Vegetables including Spices | 75 | 134 | 6.75 | Kg | 206.34 | 1393.00 | Onion, green chillies, dry chillies, turmeric powder, black pepper, ginger, garlic |
| 6 | Fruits | 120 | 72 | 10.8 | Kg | 70.87 | 765.00 | Banana champa, orange, pineapple, mango lengra, apple kashmiri |
| 7 | Milk | 200 | 120 | 18 | Litre | 52.07 | 937.00 | Cows |
| 8 | Sugar/Jaggery | 56 | 217 | 5 | Kg | 36.25 | 181.00 | Sugar |
| 9 | Edible oil | 40 | 356 | 3.6 | Litre | 97.84 | 352.00 | Mustard (loose), refine (loose) vanaspati (dalda) |
| 10 | Meat | x | | 5 | Kg | 259.61 | 1298.00 | Beef, mutton, pork, and chicken (broiler) |
| 11 | Fish including dry fish | x | | 2.5 | Kg | 389.52 | 974.00 | Rohu (fresh) |
| 12 | Eggs | x | | 90 Nos. | Nos. | 5.85 | 527.00 | Farm (vety.) |
| 13 | Soap, detergents, tooth paste, tooth brush, hair oils etc. | x | x | Per month | - | 72.79 | 291.00 | Toilet soap (ordinary), tooth paste (colgate), Barber charge (hair cut), washing soap, surf washing powder. |
| 14 | Clothing including stitching charges | x | | 5.5. metres | - | 292.27 | 1607.00 | Shirting, ganji, cotton for frock and blouse, terricot, jainsem, Dakmanda, loin cloth. |
| 15 | Total Expenditure (1 – 14) | | | | | | 11320.00 | |

PCU = Per Consumption Unit

6.27 In pursuance of the Commission's requirement to estimate the average family consumption needs on the basis of a random sample survey to determine the per capita monthly consumer expenditure, and subsequent clarifications sought by the Commission on the matter, the Director of Economics & Statistics, Government of Meghalaya submitted an estimation of the average family consumption needs in Meghalaya on the basis of a random sample survey, in the given format vide letter No. EST.21/MPC/2016/30, dated 23rd December, 2016, read with letter No. EST.21/MPC/2016/41, dated 02th March, 2017 as shown **Table : DMP – 4** below –

TABLE : DMP – 4

**SUMMARY OF RANDOM SAMPLE SURVEY OF FAMILY BUDGET
(As on 01 January 2016, in Rupees per month)**

| Sl. No. | Name of District | Per capita consumer expenditure per month on | | |
|---------|------------------------|--|--------------------|----------|
| | | Essential Food | Essential Non Food | Total |
| 1. | East Jaintia Hills | 8704.20 | 2986.48 | 11690.76 |
| 2. | West Jaintia Hills | 9190.96 | 2909.94 | 12100.90 |
| 3. | East Khasi Hills | 8989.14 | 2867.11 | 11856.25 |
| 4. | Ri Bhoi | 9296.52 | 2536.67 | 11833.19 |
| 5. | West Khasi Hills | 8897.30 | 2846.60 | 11743.90 |
| 6. | South West Khasi Hills | 8485.38 | 2805.69 | 11291.07 |
| 7. | South Garo Hills | 9253.91 | 2647.72 | 11901.63 |
| 8. | East Garo Hills | 9128.80 | 2560.90 | 11689.70 |
| 9. | West Garo Hills | 8975.13 | 3003.43 | 11978.56 |
| 10. | North Garo Hills | 8760.83 | 2873.81 | 11634.64 |
| 11. | South West Garo Hills | 8338.93 | 2832.45 | 11171.38 |
| | STATE AVERAGE | 8911.01 | 2806.44 | 11717.45 |

6.28 The Commission examined the estimate of the cost of providing average family consumption needs based on the Aykroyd Formula, as assessed by the Director of Economics & Statistics, Government of Meghalaya, as above, at ₹11,320.00 per month as on 01st January, 2016. The Commission also examined the estimate of the cost of average monthly family consumer expenditure, based on a random sample survey, as assessed by the Director of Economics & Statistics, Government of Meghalaya, as above, at ₹11,717.45 per month, as on 01st January, 2016. Having done so, the Commission noted the variance between the two aforesaid estimates were within reasonable range. The Commission, therefore, held that it would be reasonable to take the average item-wise cost based on the aforesaid estimates to determine the cost of providing the minimum requirements of a family consisting of the Employee, his/her Spouse and two children under the age of 14, to Government Employees' family at the lowest level of employment, as reflected at column (9) of the Table : DMP – 5 below –

TABLE : DMP – 5

Statement showing the calculation of minimum livelihood cost for a single worker (including his Spouse and two children below the age of 14 years, estimated as 1+0.8 + 0.6 + 0.6 = 3 PCUs) as on 01.01.2016.

| Sl. No. | Food items for providing 2700 calories per capita per day and other essential items | Gram/ml etc. per day per PCU | Requirements per month | | Unit | Estimated cost per unit as on 01.01.2016 as per estimates submitted by the Director, Economics & Statistics, Government of Meghalaya | Estimated cost per unit as on 01.01.2016 as per Revised Estimates of Family Budget based on Random Sample Survey submitted by the Director, Economics & Statistics, Government of Meghalaya. | Unit cost accepted by Commission [Average of Col. (7) & (8)] | Total cost for minimum livelihood for a family of 4 (four) persons (2 adults + 2 minors = 3PCUs) |
|---------|---|------------------------------|------------------------|------------|-------|--|--|--|--|
| | | | For 1 PCU | For 3 PCUs | | (in ₹) | (in ₹) | | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) |
| 1 | Rice/ Wheat | 475 | 14250 | 42.750 | Kg | 33.09 | 31.82 | 32.45 | 1387.24 |
| 2 | Dal (Moong / Masur / Chana) | 80 | 2400 | 7.200 | Kg | 114.47 | 106.48 | 110.48 | 795.46 |
| 3 | Raw Vegetables (non green vegetables) | 100 | 3000 | 9.000 | Kg | 37.28 | 56.32 | 46.80 | 421.20 |
| 4 | Green Vegetables | 125 | 3750 | 11.250 | Kg | 37.34 | 48.44 | 42.89 | 482.51 |
| 5 | Other Vegetables including Spices | 75 | 2250 | 6.750 | Kg | 206.34 | 60.76 | 133.55 | 901.46 |
| 6 | Fruits | 120 | 3600 | 10.800 | Kg | 70.87 | 74.63 | 72.75 | 785.70 |
| 7 | Milk | 200 | 6000 | 18.000 | Litre | 52.07 | 50.62 | 51.35 | 924.30 |
| 8 | Sugar/ Jaggery | 56 | 1680 | 5.040 | Kg | 36.25 | 43.50 | 39.88 | 200.00 |
| 9 | Edible oil | 40 | 1200 | 3.600 | Litre | 97.84 | 113.17 | 105.51 | 379.83 |
| 10 | Meat | x | | 5 Kg | Kg | 259.61 | 344.15 | 301.88 | 1509.40 |
| 11 | Fish including dry fish | x | | 2.5 Kg | Kg | 389.52 | 348.09 | 368.81 | 922.02 |
| 12 | Eggs | x | | 90 Nos | Nos. | 5.85 | 5.45 | 5.65 | 508.50 |
| 13 | Soap, detergents, tooth paste, tooth brush, hair oils etc. | | | Per month | - | 291.00 | 555.33 | 423.16 | 423.16 |
| 14 | Clothing including stitching charges | | 1833 meters | 5.5 meters | - | 292.27 | 386.20 | 339.24 | 1865.82 |
| 15 | Add Sub-total Sl. 1 – 14 : | | | | | | | | ₹ 11,506.60 |
| 16 | Step up of 4% as DA | | | | | | | | 460.26 |
| 17 | Sub-total of 15 and 16 | | | | | | | | ₹ 11966.86 |
| 18 | Fuel, Electricity, Water charges @ 25% of 11966.86 | | | | | | | | ₹ 2991.72 |
| 19 | Sub-total of Sl. 17 and 18 | | | | | | | | ₹ 14958.58 |
| 20 | Add for Marriage, Recreation, Festivals, etc.(Sl. 19 ÷ 0.85) | | | | | | | | ₹ 2639.74 |
| 21 | Sub-total of 19 and 20 | | | | | | | | ₹ 17598.32 |
| 22 | Add for Housing (Sl. 21 ÷ 0.97) | | | | | | | | ₹ 544.28 |
| 23 | Grand Total | | | | | | | | ₹ 18142.60 |
| 24 | Rounded off to nearest 100 | | | | | | | | ₹ 18100.00 |
| 25 | Minimum Pay as on 01.01.2016 as recommended: | | | | | | | | ₹ 17,400.00 |
| 26 | Fitment Factor = $\frac{\text{Sl. 25}}{\text{minimum of existing pay scales}} = \frac{17400}{6500} = 2.676$ rounded off to 2.68 | | | | | | | | |

- 6.29 The Commission noted that the cost of providing the minimum requirements of a family consisting of the employee, his/her spouse and two children under the age of 14, to a government employee's family at the lowest level of employment, as reflected in Table : DMP - 5 is ₹ 11506.60 per month. The Commission accepted this figure of ₹11506.60 and added 25 percent of that amount or ₹2876.65 to it as the monthly cost of Fuel, Electricity, and Water Charges, raising the amount to ₹14383.25. The Commission further added an amount of ₹2538.22 to it as the monthly cost of Marriage, Recreation and Festivals, raising the amount to ₹16921.47. The Commission also added an amount of ₹ 523.34 as monthly cost of Housing, raising the amount to ₹ 17444.81.
- 6.30 The Commission rounded off the aforesaid amount to the nearest 100 and recommends ₹ 17,400.00 (Rupees Seventeen thousand and four hundred only) per month, as the fair and reasonable Minimum Salary for the lowest level of Government Service.

CHAPTER – 7

REVISED PAY STRUCTURE

- 7.1 The Commission notes that at the dawn of Independence of the country on 15th August, 1947, the present State of Meghalaya consisted of two Districts of the erstwhile State of Assam, both of which enjoyed such autonomy as specified in the Sixth Schedule of the Constitution. The Assam Reorganisation (Meghalaya) Act, 1969 which came into effect from the 2nd April, 1970, accorded autonomous status to the State of Meghalaya. Thus, the Autonomous State of Meghalaya was created within the State of Assam.
- 7.2 During 1971, the Parliament passed the North Eastern Areas (Reorganisation) Act, 1971, which conferred full statehood on the Autonomous State of Meghalaya with effect from the 21st January, 1972.
- 7.3 By the enactment of the Adaptation Laws, the Government employees falling within the jurisdiction of the two erstwhile Districts of United Khasi and Jaintia Hills and the Garo Hills, ipso facto, were placed in the scales of pay and allowances as hitherto granted on the recommendation of the 2nd Assam Pay Commission, 1973.
- 7.4 The recommendation of the First Meghalaya Pay Commission vide para. 4.21 and 4.2.2 under caption “Scales of Pay” is reproduced below :-
- “4.2.1. Rationalisation of the existing scales of pay is one of the important tasks traditionally entrusted to a Pay Commission. It forms part of our terms of reference as well. More often than not, the rationalisation takes the form of a reduction in the number of scales of pay. There is, however, a limit to which this exercise in reduction can be pursued meaningfully. Vertical stratification, which is one of the enduring attributes of the bureaucratic set up, can at best be tinkered with but not done away with all together. To the extent that such stratification is based on differentiation of duties and functions, it has a certain functional utility which should not be lost sight of in our anxiety to rationalise the pay structure. We have thought it proper, therefore, to proceed cautiously in this matter”.*
- “4.2.2. There are at present 34 scales of pay divided equally between primary and secondary scales. We had found it possible to merge only a limited number of these scales without disturbing the vertical relativities to a significant extent. As a result, we have arrived at 14 primary scales and an equal number of secondary scales”.*
- 7.5 The Second Meghalaya Pay Commission recommended a set of 24 pay scales removing the nomenclature of “Primary” and “Secondary” with provisions of 12 Extended Scales of pay with time-span of 15 years covering the Group ‘C’ and ‘D’, to take care of stagnation.

7.6 The Third Meghalaya Pay Commission considered all submissions and the facts placed before it in relation to the pay scales and found that the 24 scales of pay applicable to the government employees in Meghalaya were adequate.

7.7 The Fourth Meghalaya Pay Commission, vide Para 6.10 to 6.12, reduced the number of pay scales from 24 to 22 by subsuming the scales of pay of ₹ 5100 – 8740 and ₹ 5300 – 9180 to the scale of ₹ 14100 – 27510 and the scale of ₹ 5500 – 9760 and ₹ 5900 – 10440 to the scale of ₹ 15700 – 30610.

7.8 The terms of reference of the Fifth Meghalaya Pay Commission include the following:

“(a) To examine the existing structure of emoluments and conditions of service of different categories of Government employees and recommend changes/revision that which may be feasible and desirable, keeping in view the inter-service relationships, the resources of the State and other relevant factors.

“(b) To recommend a comprehensive pay package that would be suitably linked to promoting efficiency, productivity and economy through rationalization of structures, organization and systems within the Government, by taking into account the existing amenities and facilities admissible to State Government employees.

“(c) To make recommendations on each of the foregoing, having regard, among other factors, to the prevailing pay structure and retirement benefits available under the Central Government and the State Governments of the region in particular, and other State Governments in general, availability of the resources of the State Governments and the need for overall development in the State.”

7.9 The Table below shows the pay scales in Meghalaya vis-à-vis a few other States of the country including the North-Eastern Region.

TABLE : RPS – 1
Showing minimum and maximum scales of pay of various states

| Sl. No. | Name of States | Minimum | Maximum | Date of Effect | Remarks |
|---------|-------------------|--------------|---------------|----------------|-----------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) |
| 1. | Meghalaya | 6500 – 12700 | 35300 – 48980 | 1.1.2007 | - |
| 2. | Manipur | 4400 – 7440 | 37400 – 67000 | 1.1.2006 | Adopted the Central scales of pay |
| 3. | Assam | 4560 – 15000 | 26000 – 45000 | 1.1.2006 | - |
| 4. | Nagaland | 4400 – 17200 | 37400 – 67000 | 1.4.2010 | - |
| 5. | Mizoram | 4400 – 7440 | 37400 – 67000 | 1.1.2006 | Adopted the Central scales of pay |
| 6. | Arunachal Pradesh | 4400 – 7440 | 37400 – 67000 | 1.1.2006 | Adopted the Central scales of pay |
| 7. | Kerala | 8500 – 13210 | 48640 – 59840 | 1.7.2009 | - |
| 8. | Gujarat | 4400 – 7440 | 37400 – 67000 | 1.1.2006 | Adopted the Central scales of pay |
| 9. | Tripura | 4530 – 13000 | 41400 – 50400 | 1.1.2006 | - |

The trend and the present status of pay scales

7.10 The trend of the minimum and maximum scales of pay and the changes in the number thereof recommended by the previous four Pay Commissions and accepted by the Government is shown in the Table below

TABLE : RPS - 2

| Meghalaya Pay Commission (MPC) | Minimum Pay (₹) | Maximum Pay (₹) | Ratio (minimum & maximum) | No. of pay scales | Remarks |
|--------------------------------|-----------------|-----------------|---------------------------|-------------------|--------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) |
| 1 st MPC | 300 | 2500 | 1:8.3 | 30 | |
| 2 nd MPC | 820 | 6800 | 1:7.4 | 24 | (+12 Extended pay scale) |
| 3 rd MPC | 2440 | 17000 | 1:9.7 | 24 | |
| 4 th MPC | 6500 | 48900 | 1:7.5 | 22 | |

7.11 The First Meghalaya Pay Commission at para. 1.2.4., 1.3.1. and 1.3.2. of its Report inter alia noted that:

“1.2.4. It is unlikely that the State will be able to generate additional resources of any appreciable order for the purpose of improvement in the emoluments of its employees. There is thus no alternative but to turn our attention to the award made by the Seventh Finance Commission in this regard. In fact, in a situation like this, it becomes obligatory for us to operate within the parameters of the devolution recommended by the Finance Commission for the purpose of determining any improvement in the emoluments of Government employees. Unfortunately, the devolution recommended for the purpose falls considerably short of the requirements of the State. Nevertheless, we have to take note of the award such as it is.

1.3.1. At the same time, the Commission cannot ignore considerations of equity and justice as also the need to attract talent for promoting the development of the State. It is well-known that the real incomes of Government employees have been substantially eroded in recent years. It is only fair that we take note of this position and endeavour to rectify it as far as possible. Further, the very backwardness of the State warrants that its salary structure be sufficiently attractive as to be able to attract the talent required for the successful implementation of its developmental programmes.

1.3.2. Faced with these conflicting considerations, the Commission has sought to strike a balance between the financial constraints inherent in a backward State like Meghalaya and acknowledged need to improve the salary structure of the Government employees. We trust that implementation of our recommendations

will not impose an undue burden on the State's exchequer. However, if the available resources are not ultimately commensurate with the requirements thereof, despite the steps taken by the Government to improve collection of taxes and other dues and to enforce economy in other expenditure, the shortfall may have to be met by seeking increased assistance from the Government of India."

Rationalization of Pay Scales

7.12 (i) The successive Commissions fell in line with the principle outlined by the First Meghalaya Pay Commission that the pay scales of the State Government employees should be fixed with reference to the capacity of the State Government to meet the cost of establishment, without sacrificing the quality and performance of the various developmental schemes of the State. The Fourth Meghalaya Pay Commission took a firm view that the State Government Pay Scales should not be equal to the Central pay scales, but that there may be some parity at the floor level, only.

(ii) The Fifth Meghalaya Pay Commission has received large numbers of representations and Memoranda from Service Associations, individuals and Group of Government employees on the core issue of pay structures and also their submissions seeking pay scales equivalent to the pay scales recommended by the Seventh Central Pay Commission. Keeping in view the feedback in response to the Questionnaire circulated by the Commission from various levels and the Interactive Sessions which the Commission held with the Administrative Departments of the Government, Heads of Departments and also Heads of District and Subordinate Offices, the Commission took note of the major issues related to the pay structure and emoluments. Having examined these matters in detail, the Commission noted as follows :-

(a) **Quantum/Rates of Annual Increments:** The Commission noted vast variance in the rates of annual increments within the pay structure as recommended by the successive Pay Commissions, as shown below:

| Sl. No. | Standard Scale | Scale of Pay | Percentage of Increment |
|--|----------------|----------------------------|-------------------------|
| (1) | (2) | (3) | (4) |
| 1st Meghalaya Pay Commission | | | |
| 1 | Sl. 1 | 300-5-330-6-390-7-425 | 1.67% 1.82% 1.80% |
| 2 | Sl. 17 | 725-40-925-45-1150-50-1650 | 5.51% 4.86% 4.34% |
| 3 | Sl. 23 | 1800-85-2149-90-2500 | 4.72% 4.2% |

| 2 nd Meghalaya Pay Commission | | | | | |
|--|--------|--|-------|-------|-------------|
| 1 | Sl. 1 | 820-10-870-15-975-20-1175 | 1.21% | 1.72% | 2.05% |
| 2 | Sl. 9 | 1550-50-1800-50-2150-60-2750 | 3.22% | 2.77% | 2.79% |
| 3 | Sl. 17 | 2000-100-2500-110-3050-120-3650-125-4150 | 5% | 4.4% | 3.93% 3.42% |
| 4 | Sl. 23 | 4200-150-4950-170-5800 | 3.57% | 3.43% | |
| 3 rd Meghalaya Pay Commission | | | | | |
| 1 | Sl. 1 | 2440-40-2680-50-3080-60-3680 | 1.63% | 1.86% | 1.94% |
| 2 | Sl. 9 | 4500-120-5220-130-6200-140-7660 | 2.66% | 2.49% | 2.25% |
| 3 | Sl. 17 | 6350-225-7700-240-9380-250-11130 | 3.54% | 3.11% | 2.66% |
| 4 | Sl. 23 | 11750-375-13625-400-15625 | 3.19% | 2.93% | |
| 4 th Meghalaya Pay Commission | | | | | |
| 1 | Sl. 1 | 6500-100-7620-210-9510-290-12700 | 1.53% | 2.75% | 3.04% |
| 2 | Sl. 9 | 12000-300-14100-390-17610-530-23440 | 2.50% | 2.77% | 3.01% |
| 3 | Sl. 17 | 17000-470-20290-560-25330-760-33690 | 2.76% | 2.76% | 3.00% |
| 4 | Sl. 23 | 31300-940-37880-1110-46760 | 3.00% | 2.93% | |

(b) The Service Associations have demanded that the rates of annual increment(s) granted to the government employees to be suitably revised. The stakeholders also mentioned that the 6th Central Pay Commission had raised the rate of annual increment to a uniform 3%. The 7th Central Pay Commission has retained the above rate of increment at 3%.

(c) **Keeping in view the position reflected above and the need for transparency, coupled with adequacy in the quantum of pay-rise, this Commission recommends that annual increment be fixed at 3 (three) percent in respect of all the 22 – Pay Cells of all levels, rounded off to the nearest ₹ 100.**

Time Span of Each Pay Cell/Level

7.13 (i) **Keeping in view the totality of the emerging scenario, this Commission recommends the span of pay scales as per table below:-**

TABLE : RPS - 3

| Sl. No. | Span of pay scales | No. of Pay Cells/ End-points |
|---------|--------------------|---------------------------------|
| 1 | Level 1 to 10 | 30 |
| 2 | Level 11 & 12 | 29 |
| 3 | Level 13 to 16 | 28 |
| 4 | Level 17 | 26 |
| 5 | Level 18 | 24 |
| 6 | Level 19 | 21 |
| 7 | Level 20 | 20 |
| 8 | Level 21 | 19 |
| 9 | Level 22 | 17 |

This has been done to ensure that no stagnation takes place. The Commission consciously noted that the “end-points” of respective column shall not signify the “end-points as in previous Commission’s recommended pay scales. The time-span specified and kept at 30 and so on is to cater to the persons who may enter into a particular level of the Pay Cell at any stage and could then remain in the level for a fairly long period of time. The “end-points” of the column indicate the recommended lowest-pay and the possible higher pay in that level but **it shall not be treated as the maximum of that scale.**

Efficiency Bar

- 7.14 (i) The previous Pay Commissions took a view that the mechanism of Efficiency Bar in the pay scales provided the administration with an effective tool to deal with disciplinary matters. The Commission also noted that the Fourth Meghalaya Pay Commission while agreeing with earlier Pay Commissions, recommended that the requirement of Efficiency Bar be limited to posts carrying a pay scale not exceeding 20700 – 36650.
- (ii) In response to the questionnaire and submissions contained in the Memorandum, including those raised in the course of the hearings, the Service Associations and others, sought to do away the component of Efficiency Bar in the pay scales, as it caused unnecessarily hardship and delays in sanction of increments, particularly for employees at the lower levels.
- (iii) Having examined the matter in the context of provisions of F.R. 26 of Meghalaya F.Rs and S.Rs., 1984 which provides that the Competent Authority may withhold increment from a Government employee if his/her conduct has not been good and satisfactory, **this Commission recommends to do away with the provision of Efficiency Bar. Accordingly, no Efficiency Bar has been specified in the recommended revised Pay Levels.**

Recommended Pay Structure

- 7.15 (i) Having carefully examined and considered all issues placed before the Commission, **this Commission recommends a “New Pay Structure” which will address the existing problem of pay scales and put in place a rationalised system to ensure a transparent but simple operating mechanism.**
- (ii) **This Commission, therefore, recommends that the existing pay scales be replaced with a Pay Matrix for all the existing 22 levels of pay scales. Keeping in view that the various cadres/departmental structures are designed in line with the departmental requirements, the Commission expects that the New Pay Structure, which is in the form of a “Pay Matrix,” will provide full transparency relating to pay progression of the State government employees. It is expected that the New Pay Structure would lead to development of human resources and attract and retain the best available talents.**
- (iii) **The Pay Matrix consists of two dimensions. On the one hand it has a “horizontal pay range” in which each level corresponds to a functional role in the hierarchy and is denoted by numbers as 1,2,3 and so on till 22. The “vertical range” against each level indicates “pay progression” with Pay Cells, which provide fixed annual increment at the rate of 3 (three) percent within each level, rounded off to the nearest ₹ 100. The starting point of the Pay Matrix is the minimum pay determined on the basis of the 15th ILC norms, the Aykroyd formula, and the Estimates of Family Budget Survey as on 01.01.2016, as analysed and explained in Chapter 6.**
- (iv) **An employee on his/her first appointment joins at a particular level and rises within the level as per the vertical range. The progression is on an annual basis, based on annual increment till his/her next promotion or a non-functional placement with financial up-gradation. He/she then progresses on the next admissible level on the horizontal range.**
- (v) **This Commission recommends that an employee who does not have any promotion in his/her service/cadre/post will now be able to secure at least three non-functional placement with increased levels of pay as per the provisions of the recommended Modified Assured Career Progression Scheme (MACPS), more specifically dealt with in Chapter – 9.**
- (vi) **In case an employee reaches the maximum level of the post held by him and has completed one year of service at that maximum, he/she will be eligible for increment at the rate last drawn by him and will draw such**

increments at interval of each year subject to a maximum of five increments, in all.

(vii) The Pay Matrix is at TABLE : RPS – 4 (Annexure – I).

(viii) The New Pay Structure, at a glance, as recommended by this Commission based on a minimum entry level pay of ₹ 17,400 is as follows :-

| Sl. No. | Existing Pay Scale | Level of New Pay Structure corresponding to the existing pay scale | Entry Level Pay of New Pay Structure |
|---------|--------------------|--|--------------------------------------|
| (1) | (2) | (3) | (4) |
| | (₹) | | (₹) |
| 1 | 6500 – 12700 | L – 1 | 17400 |
| 2 | 7100 – 13840 | L – 2 | 19000 |
| 3 | 7700 – 15020 | L – 3 | 20600 |
| 4 | 8300 – 16270 | L – 4 | 22200 |
| 5 | 9200 – 18020 | L – 5 | 24700 |
| 6 | 9900 – 19370 | L – 6 | 26500 |
| 7 | 10600 – 20720 | L – 7 | 28400 |
| 8 | 11300 – 22000 | L – 8 | 30300 |
| 9 | 12000 – 23440 | L – 9 | 32200 |
| 10 | 13100 – 25570 | L – 10 | 35100 |
| 11 | 14100 – 27510 | L – 11 | 37800 |
| 12 | 14700 – 28760 | L – 12 | 39400 |
| 13 | 15700 – 30610 | L – 13 | 42100 |
| 14 | 16300 – 31860 | L – 14 | 43700 |
| 15 | 17000 – 33690 | L – 15 | 45600 |
| 16 | 18300 – 35100 | L – 16 | 49000 |
| 17 | 20700 – 36650 | L – 17 | 55500 |
| 18 | 23300 – 39270 | L – 18 | 62400 |
| 19 | 26700 – 42100 | L – 19 | 71600 |
| 20 | 28700 – 43980 | L – 20 | 76900 |
| 21 | 31300 – 46760 | L – 21 | 83900 |
| 22 | 35300 – 48980 | L – 22 | 94600 |

(ix) Consequently, the ratio of the minimum of the lowest Pay Level that is Level – 1 to the minimum of the highest Pay Level, that is Level – 22 stands at ₹ 17400: ₹ 94600 or 1: 5.4, which is the same as the ratio of the existing minimum of the lowest pay scale of ₹ 6500/- to the existing minimum of the highest pay scale of ₹ 35300/-.

Fitment

- 7.16 **The starting point for the first level of the Pay Matrix has been recommended at ₹ 17400.00.** This corresponds to the minimum of the existing pay of ₹ 6500.00, which existed since 01.01.2007, that is the date of implementation of the Fourth Meghalaya Pay Commission's recommendations. The recommended minimum starting pay of ₹ 17400 is 2.68 times of the existing minimum starting pay of ₹ 6500.00 in terms of the Revision of Pay Rules, 2009. It is, therefore, **recommended that a Fitment Factor of 2.68 apply uniformly to all existing pay scales of all levels of State Government employees w.e.f. 01.01.2016.**

Pay Fixation in the New/Revised Pay Structures

- 7.17 (i) The Fitment of each employee in the new and Revised Pay Structure is to be done by multiplying the Government employee's basic pay as on 01.01.2016 by a factor of 2.68 and rounding it off to the nearest ₹ 100. The figure so computed is to be located in the New Pay Matrix, in the level that corresponds to the pay on the date of implementation. In case where the identical figure is not available in the given level, the next higher figure closest to it would be the new and revised pay of the concerned employee.
- (ii) **In the New Pay Matrix, the direct recruits will start at the minimum pay corresponding to the level to which recruitment is made, which will be the first cell of such level.** For example, a person entering service as a direct recruit at Level 8 will get his initial pay fixed at ₹ 30,300, at Level 11 at ₹ 37,800 and at Level 15 at ₹ 45,600 and so on.

Date of Next Increment in the Revised Pay Structure

- 7.18 (i) The Commission notes that according to the Meghalaya FRs & SRs, 1984, increment is ordinarily drawn as a matter of course on completion of twelve months or one year's service unless such increment is withheld or unless it is deferred under Note 3 below FR 28 of the aforesaid Rules where the due date of next increment falls during the leave period of the employee.
- (ii) In relation to such provision of the FRs & SRs, the various Pay Commissions had maintained that the date of next increment of the government employees in the revised scales of pay would be their anniversary date, unless otherwise specified in the ROP Rules. Rule 9 of the Meghalaya Services (ROP) Rules, 2009 provides that –

“the next of date increment of a government employee whose pay has been fixed in the revised scale in accordance with Rule 7 shall be granted

on the date he would have drawn his increment had he continued in the existing scale.” Thus, the anniversary date of increment of the employee remained unchanged except in the case of an employee whose pay is fixed on the 1st day of January, 2007 at the same stage as the one fixed for another government employee junior to him in the same cadre and drawing pay at a lower or same stage than him in the existing scale, where *“his next increment should be allowed on the same date as admissible to his junior, if the date of increment of the junior government employee happens to be earlier.”*

- (iii) A change was, however, brought about by the State Government vide Finance (Establishment) Department’s Office Memorandum No.FEG.49/2012/17 dated 20th June, 2014 by which, 1st July of the year became the date of increment for all State Government employees. The Office Memorandum stated that with the introduction of electronic payroll system where salary bills are being generated from the employee database by treasuries, grant of annual increments to the government employees may be simplified by adopting the Central Government pattern of date of next increment where every employee would be allowed increment on 1st July of the year.
- (iv) During the interactive sessions that the Commission held with various Departments, Heads of Departments and Hearings of the Service Associations and Groups of employees, the Commission was informed of the anomalies that have arisen due to this change in the date of increment.
- (v) The Commission notes that the reported main reason is that the next increment of those employees who joined service between the 2nd day of January and 1st day of July (both days inclusive) was admissible only after they have completed at least six months service in the posts held by them, meaning that their next increment could be drawn only on 1st July of the next year.
- (vi) It appears that the Central Government encountered similar problems and have now decided that there will be two dates for grant of increments to the Central Government employees. Rule 10 of the Central Civil Services (Revised Pay) Rules, 2016 provides the following:

“...(1) There shall be two dates for grant of increment namely, 1st January and 1st July of every year, instead of the existing date of 1st July:

Provided that an employee shall be entitled to only one annual increment either on 1st January or 1st July depending on the date of his appointment, promotion or grant of financial upgradation.

(2) The increment in respect of an employee appointed or promoted or granted financial upgradation including upgradation under the Modified Assured Career Progression Scheme (MACPS) during the period between the 2nd day of January and 1st day of July (both inclusive) shall be granted on the 1st day of January and the increment in respect of an employee appointed or promoted or granted financial upgradation including upgradation under MACPS during the period between the 2nd day of July and 1st day of January (both inclusive) shall be granted on 1st day of July.”

Illustrations:

- (1) In case of an employee appointed or promoted in the normal hierarchy or under MACPS during the period between the 2nd day of July, 2016 and the 1st day of January, 2017, the first increment shall accrue on the 1st day of July, 2017 and thereafter it shall accrue after one year on annual basis.
- (2) In case of an employee appointed or promoted in the normal hierarchy or under MACPS during the period between the 2nd day of January, 2016 and the 1st day of July, 2016, who did not draw any increment on 1st day of July, 2016, the next increment shall accrue on the 1st day of January, 2017 and thereafter it shall accrue after one year on annual basis.

Provided that in the case of employees whose pay in the revised pay structure has been fixed as on 1st day of January, the next increment in the Level in which the pay was so fixed as on 1st day of January, 2016 shall accrue on 1st day of July, 2016;

Provided further that the next increment after drawal of increment on 1st day of July, 2016 shall accrue on 1st day of July, 2017.

- (vii) **This Commission, therefore, recommends that the problem arising from the change in date of increment of the employees, as notified vide Finance Department letter No. FEG.49/2012/17 dated 20.06.2014, be resolved by adopting the Central Government pattern of prescribing two dates for grant of increment in the revised scales, namely, 1st July and 1st January, as brought out in detail above.**

Resultant Financial burden on State Exchequer

- 2.21 The data on the total number of State Government employees comprising four different Groups of ‘A’, ‘B’, ‘C’ and ‘D’ for the year 2015 – 2016 and the expenditure on pay and allowances for that year, as per information provided to

the Commission by the State Finance Department vide letter No.FEA.136/2016/39 dated 13.6.2017 stood at 68280 (total employees) and ₹ 2,981.41 crores respectively.

The net financial burden of the Commission's recommendation on Revised Pay and allowances is estimated as below:-

| | |
|--------------------------------------|------------------|
| (1) Total of recommended revised pay | = ₹ 3,388.00 Cr. |
| (2) Recommended allowances | = ₹ 620.58 Cr. |
| | = ₹ 4,008.58 Cr. |

Therefore, the resultant approximate financial additional burden on the State Exchequer for Pay and Allowances as a percentage would be 25.8% or ₹ 1027.17 crores per year or ₹ 85.60 crores per month.

Date of effect

- 7.20 (i) Various Service Associations, Groups of government employees and individuals have submitted in their recommendations that the recommendations of the Commission should be effective from 01.01.2016, i.e., the date from which the Seventh Central Pay Commission's recommendations have been implemented in respect of the Central Government employees.
- (ii) The Fifth Meghalaya Pay Commission was constituted on 1st August, 2016, that is more than 9 years after the date of implementation of the Fourth Meghalaya Pay Commission recommendations on 01.01.2007.

The Commission noted that there was a time-lag of 8 years between the implementation date of the recommendation of the First Meghalaya Pay Commission and the recommendation of the Second Meghalaya Pay Commission and a time-lag of 9 years between the implementation date of the Second Meghalaya Pay Commission and the Third Meghalaya Pay Commission. However, there was a time-lag of 11 years between the date of implementation of the recommendation of the Third Meghalaya Pay Commission and the date of implementation of the recommendation of the Fourth Meghalaya Pay Commissions respectively.

The foundation for any exercise for formulation of pay structure for the State Government employees is based on the ground realities with reference to a particular date or a period of time. The data and materials on comprehensive estimation of family consumption needs in terms of the well-accepted Aykroyd Formula and additionally the estimation of family consumption based on Family Budget Survey, 2016 conducted by the Director of Economics & Statistics, Government of

Meghalaya had been made with the base date of 01-01-2016 and were furnished on the 5th October, 2016 and 23rd December, 2016 respectively to the Commission. Having regard to the above formulation on Aykroyd Formula and Family Budget Survey, 2016 and notwithstanding the periodicity with which the successive State Commissions had been constituted or the date on which their recommendations were implemented and given effect to, in the past, it is recommended that the date of effect of the recommendations of the Fifth Meghalaya Pay Commission should be the first day of January, 2016 (01.01.2016).

Table RPS – 4
Revised Pay Structure

(Open ended Matrix with 3% annual increment, rounded off to nearest 100 with no Efficiency Bar)

(in Rupees)

Report of the Fifth MPC

| Existing Minima of Pay scale | 6500 | 7100 | 7700 | 8300 | 9200 | 9900 | 10600 | 11300 | 12000 | 13100 | 14100 | 14700 | 15700 | 16300 | 17000 | 18300 | 20700 | 23300 | 26700 | 28700 | 31300 | 35300 | |
|---|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|
| Fitment factor/ Index | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | 2.68 | |
| Revised Pay Level (Existing Minima x 2.68) | 17420 | 19028 | 20636 | 22244 | 24656 | 26532 | 28408 | 30284 | 32160 | 35108 | 37788 | 39396 | 42076 | 43684 | 45560 | 49044 | 55476 | 62444 | 71556 | 76916 | 83884 | 94604 | |
| (Revised Pay as rounded off to nearest 100) | 17400 | 19000 | 20600 | 22200 | 24700 | 26500 | 28400 | 30300 | 32200 | 35100 | 37800 | 39400 | 42100 | 43700 | 45600 | 49000 | 55500 | 62400 | 71600 | 76900 | 83900 | 94600 | |
| Level | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | |
| YEAR OF SERVICE | 1 | 17400 | 19000 | 20600 | 22200 | 24700 | 26500 | 28400 | 30300 | 32200 | 35100 | 37800 | 39400 | 42100 | 43700 | 45600 | 49000 | 55500 | 62400 | 71600 | 76900 | 83900 | 94600 |
| | 2 | 17900 | 19600 | 21200 | 22900 | 25400 | 27300 | 29300 | 31200 | 33200 | 36200 | 38900 | 40600 | 43400 | 45000 | 47000 | 50500 | 57200 | 64300 | 73700 | 79200 | 86400 | 97400 |
| | 3 | 18400 | 20200 | 21800 | 23600 | 26200 | 28100 | 30200 | 32100 | 34200 | 37300 | 40100 | 41800 | 44700 | 46400 | 48400 | 52000 | 58900 | 66200 | 75900 | 81600 | 89000 | 100300 |
| | 4 | 19000 | 20800 | 22500 | 24300 | 27000 | 28900 | 31100 | 33100 | 35200 | 38400 | 41300 | 43100 | 46000 | 47800 | 49900 | 53600 | 60700 | 68200 | 78200 | 84000 | 91700 | 103300 |
| | 5 | 19600 | 21400 | 23200 | 25000 | 27800 | 29800 | 32000 | 34100 | 36300 | 39600 | 42500 | 44400 | 47400 | 49200 | 51400 | 55200 | 62500 | 70200 | 80500 | 86500 | 94500 | 106400 |
| | 6 | 20200 | 22000 | 23900 | 25800 | 28600 | 30700 | 33000 | 35100 | 37400 | 40800 | 43800 | 45700 | 48800 | 50700 | 52900 | 56900 | 64400 | 72300 | 82900 | 89100 | 97300 | 109600 |
| | 7 | 20800 | 22700 | 24600 | 26600 | 29500 | 31600 | 34000 | 36200 | 38500 | 42000 | 45100 | 47100 | 50300 | 52200 | 54500 | 58600 | 66300 | 74500 | 85400 | 91800 | 100200 | 112900 |
| | 8 | 21400 | 23400 | 25300 | 27400 | 30400 | 32500 | 35000 | 37300 | 39700 | 43300 | 46500 | 48500 | 51800 | 53800 | 56100 | 60400 | 68300 | 76700 | 88000 | 94600 | 103200 | 116300 |
| | 9 | 22000 | 24100 | 26100 | 28200 | 31300 | 33500 | 36100 | 38400 | 40900 | 44600 | 47900 | 50000 | 53400 | 55400 | 57800 | 62200 | 70300 | 79000 | 90600 | 97400 | 106300 | 119800 |
| | 10 | 22700 | 24800 | 26900 | 29000 | 32200 | 34500 | 37200 | 39600 | 42100 | 45900 | 49300 | 51500 | 55000 | 57100 | 59500 | 64100 | 72400 | 81400 | 93300 | 100300 | 109500 | 123400 |
| | 11 | 23400 | 25500 | 27700 | 29900 | 33200 | 35500 | 38300 | 40800 | 43400 | 47300 | 50800 | 53000 | 56700 | 58800 | 61300 | 66000 | 74600 | 83800 | 96100 | 103300 | 112800 | 127100 |
| | 12 | 24100 | 26300 | 28500 | 30800 | 34200 | 36600 | 39400 | 42000 | 44700 | 48700 | 52300 | 54600 | 58400 | 60600 | 63100 | 68000 | 76800 | 86300 | 99000 | 106400 | 116200 | 130900 |
| | 13 | 24800 | 27100 | 29400 | 31700 | 35200 | 37700 | 40600 | 43300 | 46000 | 50200 | 53900 | 56200 | 60200 | 62400 | 65000 | 70000 | 79100 | 88900 | 102000 | 109600 | 119700 | 134800 |
| | 14 | 25500 | 27900 | 30300 | 32700 | 36300 | 38800 | 41800 | 44600 | 47400 | 51700 | 55500 | 57900 | 62000 | 64300 | 67000 | 72100 | 81500 | 91600 | 105100 | 112900 | 123300 | 138800 |
| | 15 | 26300 | 28700 | 31200 | 33700 | 37400 | 40000 | 43100 | 45900 | 48800 | 53300 | 57200 | 59600 | 63900 | 66200 | 69000 | 74300 | 83900 | 94300 | 108300 | 116300 | 127000 | 143000 |
| | 16 | 27100 | 29600 | 32100 | 34700 | 38500 | 41200 | 44400 | 47300 | 50300 | 54900 | 58900 | 61400 | 65800 | 68200 | 71100 | 76500 | 86400 | 97100 | 111500 | 119800 | 130800 | 147300 |
| | 17 | 27900 | 30500 | 33100 | 35700 | 39700 | 42400 | 45700 | 48700 | 51800 | 56500 | 60700 | 63200 | 67800 | 70200 | 73200 | 78800 | 89000 | 100000 | 114800 | 123400 | 134700 | 151700 |
| | 18 | 28700 | 31400 | 34100 | 36800 | 40900 | 43700 | 47100 | 50200 | 53400 | 58200 | 62500 | 65100 | 69800 | 72300 | 75400 | 81200 | 91700 | 103000 | 118200 | 127100 | 138700 | |
| | 19 | 29600 | 32300 | 35100 | 37900 | 42100 | 45000 | 48500 | 51700 | 55000 | 59900 | 64400 | 67100 | 71900 | 74500 | 77700 | 83600 | 94500 | 106100 | 121700 | 130900 | 142900 | |
| | 20 | 30500 | 33300 | 36200 | 39000 | 43400 | 46400 | 50000 | 53300 | 56700 | 61700 | 66300 | 69100 | 74100 | 76700 | 80000 | 86100 | 97300 | 109300 | 125400 | 134800 | | |
| | 21 | 31400 | 34300 | 37300 | 40200 | 44700 | 47800 | 51500 | 54900 | 58400 | 63600 | 68300 | 71200 | 76300 | 79000 | 82400 | 88700 | 100200 | 112600 | 129200 | | | |
| | 22 | 32300 | 35300 | 38400 | 41400 | 46000 | 49200 | 53000 | 56500 | 60200 | 65500 | 70300 | 73300 | 78600 | 81400 | 84900 | 91400 | 103200 | 116000 | | | | |
| | 23 | 33300 | 36400 | 39600 | 42600 | 47400 | 50700 | 54600 | 58200 | 62000 | 67500 | 72400 | 75500 | 81000 | 83800 | 87400 | 94100 | 106300 | 119500 | | | | |
| | 24 | 34300 | 37500 | 40800 | 43900 | 48800 | 52200 | 56200 | 59900 | 63900 | 69500 | 74600 | 77800 | 83400 | 86300 | 90000 | 96900 | 109500 | 123100 | | | | |
| | 25 | 35300 | 38600 | 42000 | 45200 | 50300 | 53800 | 57900 | 61700 | 65800 | 71600 | 76800 | 80100 | 85900 | 88900 | 92700 | 99800 | 112800 | | | | | |
| | 26 | 36400 | 39800 | 43300 | 46600 | 51800 | 55400 | 59600 | 63600 | 67800 | 73700 | 79100 | 82500 | 88500 | 91600 | 95500 | 102800 | 116200 | | | | | |
| | 27 | 37500 | 41000 | 44600 | 48000 | 53400 | 57100 | 61400 | 65500 | 69800 | 75900 | 81500 | 85000 | 91200 | 94300 | 98400 | 105900 | | | | | | |
| | 28 | 38600 | 42200 | 45900 | 49400 | 55000 | 58800 | 63200 | 67500 | 71900 | 78200 | 83900 | 87600 | 93900 | 97100 | 101400 | 109100 | | | | | | |
| | 29 | 39800 | 43500 | 47300 | 50900 | 56700 | 60600 | 65100 | 69500 | 74100 | 80500 | 86400 | 90200 | | | | | | | | | | |
| | 30 | 41000 | 44800 | 48700 | 52400 | 58400 | 62400 | 67100 | 71600 | 76300 | 82900 | | | | | | | | | | | | |

CHAPTER – 8

CONDITIONS OF SERVICE AND GENERAL OBSERVATIONS

- 8.1 In the replies to the Commission's Questionnaire, as well as in the Memoranda submitted to the Fifth Meghalaya Pay Commission, various Service Associations, Unions, group of individuals and individuals have offered views and suggestions covering the various aspects of the existing service conditions of the government employees. The Commission considered the submissions, keeping in view the role of the government employees as effective conduits to meet the needs of the people of the State through development while ensuring, transparency in administration. This part of the Commission's Report deals with such service matters.

SERVICE RULES

- 8.2.1 Service Rules is a statement that establishes the principle or standard, and serves as a norm for guiding or mandating action or conduct or procedure within a particular area of activity.
- 8.2.2 There are 66 (sixty six) Services/Cadres Service Rules approved and notified by the Government of Meghalaya, as listed at **Para 8.2.7** below. From the information obtained, it appears that even in the cases of Services/Cadres for which the Service Rules have been finalised and approved by Government, no steps appear to have been taken for framing of the Service Rules in respect of Subordinate and lower levels of cadres/posts. In other words, Service Rules for the senior and gazetted posts/cadres only, have so far been drawn up and finalised.
- 8.2.3 There are still large numbers of departments where no Service Rules have been framed and/or finalised. **Para 8.2.13 'A' and 'B'** below indicate that major Departments like the Animal Husbandry & Veterinary, Agriculture, Arts & Culture, Commerce & Industries, Finance, Forests & Environment, Health & Family Welfare, Information & Public Relations, Housing, Labour, Mining & Geology, Planning, Printing & Stationery, Programme Implementation & Evaluation, Revenue & Disaster Management, Sericulture and Weaving, Social Welfare, Soil & Water Conservation, Sports & Youth Affairs and Water Resources which are yet to frame and finalise the Service Rules of the particular Service/Cadre.
- 8.2.4 The Commission took note of the critical and succinct observations of the previous four Pay Commissions on the matter of inadequacies of departmental cadres and service rules for the purpose of regulation of conditions of service of the employees, as follows:-

The First Meghalaya Pay Commission: (Para. 4.2.1 and 4.2.2, page 136 of the Report): *“The Pay Commission has noted with deep concern that most Departments have not framed or finalised Service Rules for their employees.....”*

“It needs hardly be emphasised that Service Rules are essential for regulating recruitment, promotion and other conditions of service. In fact no administration can ensure equity and justice to its employees in the absence of Service Rules.....”

The Second Meghalaya Pay Commission: (Para 9.15, page 210 of the Report): *“.....in its Resolution on the Report of the First Meghalaya Pay Commission, the Government had set 31.12.1980 as a deadline for completion of Service Rules of all Departments. The Commission notes with regret that seven years after the expiry of this target date, Service Rules have been published for only ten Services while at least as many as sixty four Service Rules are yet in drafting stage while at least five Services do not have even the draft Service Rules prepared..... The Commission, therefore, recommends that the Government may quickly identify the bottleneck in the process of finalisation of Service Rules and ensure that the recommendations of the First Meghalaya Pay Commission, which had been duly accepted by the Government, are implemented without further delay. The Commission trusts that the Service Rules will be framed with due regard to the principle of cadre-management, and that uniformity to the extent possible will be maintained in the Rules for various services.”*

The Third Meghalaya Pay Commission: (Para. 6.8.1, page 81; & Para. 6.8.3, page 84 of the Report): *“.....The Commission was informed that the Departments who have no Service Rules are functioning under the draft Service Rules or executive orders issued specifically for regulating the promotion in the different services.”*

The Fourth Meghalaya Pay Commission: Para 10.2.4, page 133 -134 of the report) *“... absence of Service Rules created obvious problems. There is confusion in cadre management as the absence of approved schedule of cadre posts, cadre strength of the service and number of posts in each cadre where a clear line of promotion and stages for such promotion are laid down. In these circumstances the absence of Service Rules created opportunities for manipulation of cases of promotion, further indefinite delays in processing cases of promotion of eligible employees, with consequential stagnation and in some cases total deprivation of promotion in case of death and retirement”. From the submissions made before the Fourth Meghalaya Pay Commission, this Commission found that “all Departments who have not finalised the Service Rules have resorted to ad hoc arrangement wherein a promotional post was not filled up properly but any incumbent was allowed to hold dual charge which in*

reality does not endow the incumbent with full responsibility and accountability with the result that there is general all round irresponsibility, confusion and inefficiency”.

8.2.5 The Fourth Meghalaya Pay Commission further noted that –

(a) *“In respect of the subordinate services/cadres/posts in almost all the departments, the framing of the Service Rules appear to have been given very scanty attention.*

Stagnation in services/posts, by and large, occurs in the subordinate categories of posts as the scopes of promotion(s) are generally limited. Keeping in view of the trend, the Second Meghalaya Pay Commission recommended the introduction of the “Extended scale(s) of pay”.

(b) The Fourth Meghalaya Pay Commission, *“strongly urges that the Government should take expeditious steps to finalise and notify the Service Rules in the interest of efficient functioning of the Departments/Directorates and to motivate the services in all Departments/Directorates”* and it recommended that –

“(i) A clear direction be issued by the Government for finalization of the Service Rules with definite time-frame, failing which the relevant Executive Orders should stand frozen and no recruitment or promotion should take place in that Department;

(ii) A Monitoring Cell under the Personnel Department may be set up to oversee framing of the Service Rules within the given time frame.”

8.2.6 The non-availability of approved Service Rules in the Department concern creates problems in personnel management, which may lead to inefficiency and impairs administrative machinery. One cannot expect the maximization of employees’ performance in service and satisfactory employees-employers relationship cannot be achieved.

8.2.7 **Service Rules approved/notified by Government**

1. The Meghalaya Secretariat Subordinate Service Rules 1973
2. Meghalaya Civil Service Rules 1975
3. The Meghalaya Forest Service Rules 1985
4. The Meghalaya Legal Service Rules 1985
5. The Meghalaya Subordinate Treasury Accounts Service Rules 1985
6. The Meghalaya (Civil) Secretariat (Record Supplier Duftry, Jamadar etc. and other Grade IV Staff) Service Rules 1986
7. The Meghalaya Finance Service Rules, 1989
8. The Meghalaya Civil Defence and Home Guards Service Rules 1989
9. The Meghalaya Soil Conservation Service Rules 1990
10. The Meghalaya Health Service Rules 1990
11. The Meghalaya Secretariat Service Rules 1992
12. The Meghalaya Directorate (Duftry, Jamadar, etc. and Grade IV) Service Rules, 1994

13. The Meghalaya Engineering (Public Works Department) Service Rules 1995
 14. The Meghalaya Printing & Stationery (Technical) Service Rules 1995
 15. The Meghalaya Deputy Commissioner's Establishment (Ministerial) Service Rules, 1996
 16. The Meghalaya Weights & Measures Service Rules 1996
 17. The Meghalaya Agricultural Service Rules 1996
 18. The Meghalaya Account Service Rules 1996
 19. The Meghalaya P.H.E. Service Rules 1996
 20. The Meghalaya Local Fund Audit Service Rules 1996
 21. The Meghalaya Police Service Rules 1996
 22. The Meghalaya Economics & Statistical Service Rules 1997
 23. The Meghalaya Survey Service Rules 1997
 24. The Meghalaya Programme Implementation Service Rules 1997
 25. The Meghalaya Planning Service Rules 1999
 26. The Meghalaya Animal Husbandry and Veterinary Service Rules 2000
 27. The Meghalaya Tourism Service Rules 2000
 28. The Meghalaya Labour Service Rules 2000
 29. The Meghalaya Border Areas Development Service Rules 2001
 30. The Meghalaya Food & Civil Supplies Service Rules 2001
 31. The Meghalaya Cooperative Subordinate Service Rules 2003
 32. The Meghalaya Finance (Economic Affairs) Service Rules 2003
 33. The Meghalaya Excise Service Rules, 2004
 34. The Meghalaya Fisheries Service Rules 2004
 35. The Meghalaya (Civil) Secretariat Driver's Service Rules 2005
 36. The Meghalaya Judicial Service Rules 2006
 37. Meghalaya Directorate of Mineral Resources Subordinate Staff Service, 2006
 38. The Meghalaya Social Welfare Service Rules, 2007
 39. The Meghalaya Community and Rural Development Gram Sevaks/ Gram Sevikas Service Rules, 2008
 40. Meghalaya Public Health Engineering Non-Gazetted Technical Subordinate Service Rules, 2008
 41. The Meghalaya Nursing Service Rules 2008
- Note:- Even though the above Departments had finalized their Service Rules (Gazetted) their Service Rules for Subordinate Services have not yet been finalized.***
42. The Meghalaya Fisheries (Subordinate) Service Rules, 2008
 43. The Meghalaya Excise (Subordinate) Service Rules, 2010
 44. The Meghalaya Directorate Establishment (Ministerial) Service Rules, 2010
 45. The Meghalaya Excise (Subordinate) Service Rules, 2010
 46. The Meghalaya Secretariat (Gazetted) Stenographers Service Rules, 2011
 47. The Meghalaya Stenographers Subordinate Service Rules, 2011
 48. The Meghalaya Education, Research and Training Service Rules, 2012
 49. The Meghalaya Higher & Technical Education Service Rules, 2012
 50. The Meghalaya School Service Rules, 2012
 51. The Meghalaya School Education Service Rules, 2012

52. The High Court of Meghalaya (Recruitment and conditions of Service of Officers and Staff) Rules, 2013
53. Meghalaya Subordinate Economic and Statistical Service Rules 2013
54. The Meghalaya Election (Technical) Service Rules, 2014
55. Information Technology Department (Technical) Service Rules, 2014
56. Meghalaya Multi-purpose Special Force Rules, 2014
57. The Meghalaya Higher Judicial Service Rules, 2015
58. The Meghalaya Civil Defence & Home Guards (Subordinate) Service Rules, 2015
59. The Meghalaya Legislative Assembly Secretariat Recruitment and conditions of Service (2nd Amendment Rules 2015)
60. The Meghalaya Soil and Water Conservation Service Rules, 2005 (as amended)
61. The Meghalaya Houses Staff (Office Establishments of Resident Commissioner, New Delhi, Trade Adviser and Director of Movements, Kolkata, Officer on Special Duty, Guwahati and Meghalaya House, Vellore, Mumbai, State Guest House, Shillong, as amended upto 2015
62. The Meghalaya Employment & Craftsmen Training Service Rules, 2016
63. The Meghalaya Engineering (Public Works Department) Subordinate Service Rules, 2016
64. The Meghalaya Water Resources Engineering Service Rules 2016
65. The Meghalaya Transport Service Rules, 2017
66. Meghalaya Public Service Commission Secretariat Service Rules, 2017

8.2.8 **This Commission notes that the Departments which have no Service Rules are functioning under the Executive Orders/Office Memorandum issued specifically for regulating the promotion in the different services.**

8.2.9 It may be mentioned there is no Service Rules for the Armed Branch Sub-Inspectors (ABSI), UBSI, UB Constables, AB Constables under Home (Police) Department and their recruitment are governed by the Notification No.HPL.35/2011/344 dated 18th February, 2016.

8.2.10 Meanwhile, other services which do not have Service Rules but are governed by the Executive Orders/Office Memorandum are as follows:-

- (i) Personnel of the Computer Cell, Programme Implementation Department vide Office Orders No.PIA.24/88/219 dated 22nd December, 1989.
- (ii) The appointment/recruitment to various posts in the Accounts Section of the Directorate of Food Civil supplies and Consumer Affairs vide Office Memorandum No.SUP.26/84/141 dated 6th May, 1997.
- (iii) The Meghalaya Food Safety Officers have no Service Rules vide Office Memorandum No.Health.206/2012/Pt-I/49 dated 29th October, 2014.
- (iv) The Meghalaya Drugs Control Service vide Office Memorandum No.Health.279/97/247 dated 30th November, 2012.

Report of the Fifth MPC

8.2.11 The following Schools in the State of Meghalaya which are under the Council for the Indian School Certificate Examinations have no Service Rules:-

- (i) Pine Mount School
- (ii) Public Schools.

8.2.12 Other Institutions/Organisations which promotes co-curricular and extra-curricular activities in the educational institutions of the State of Meghalaya but have no Service Rules are:-

- (i) The Officers and Staff of the Meghalaya Bharat Scouts & Guides
- (ii) The Officers and Staff of the Meghalaya National Cadet Corps

8.2.13 Personnel & A.R (A) Department (Service Rules Cell) vide its letter No.PER(SRC) 11/2011/31 dated 3rd July, 2017 have provided the position of draft Service Rules as listed below:-

(A) A list of Departments whose gazetted Draft Service Rules had not been cleared as on 30-6-2017 are as follows:-

| Sl. No. | Names of Departments | Position |
|----------------|-------------------------------|--|
| 1. | Arts & Culture | Draft Service Rules of combined Services submitted to Personnel & A.R. (A) Department (Service Rules Cell). It is returned with advice. |
| 2. | ERTS (Taxation) | The Meghalaya Taxation draft Service Rules examined and returned for follow up action. |
| 3. | Prison | The draft Meghalaya Prison Service Rules approved on 18-04-2016. However, Prison Department modified the draft Rule and resubmitted to Service Rules Cell. |
| 4. | Power | The draft Meghalaya Electrical Inspectorate Service Rules approved on 24-06-1999. The Power Department modified the draft Rules and resubmitted to Personnel & A.R. (A) Department (Service Rules Cell). |
| 5. | Sports & Youth Affairs | The draft Meghalaya Sports & Youth Affairs Service Rules approved on 23-02-2012. However, Sports & Youth Affairs Department modified the draft Rules and resubmitted to Service Rules Cell. |
| 6. | Community & Rural Development | Draft Service Rules not yet received. |

(B) The list of Departments whose draft Service Rules had been cleared/approved by the Personnel & A.R. (A) Department (Service

Rules Cell) but not yet finalised by the concerned Department (Gazetted/Subordinate) are as follows:-

| Sl. No. | Departments | Name of the Service Rules | Date of clearance |
|----------------|--|--|---|
| 1. | Information & Public Relations Service Rules | The draft Meghalaya Information & Public Relations Service Rules | Approved on 12-8-2014 |
| 2. | Mining & Geology | The draft Meghalaya Mineral Resources Service Rules | Approved on 07-07-1988 |
| 3. | Sericulture & Weaving | The draft Meghalaya Sericulture & Weaving Service Rules | Approved on 25-1-2010 |
| 4. | Urban Affairs | The draft Meghalaya Urban Affairs Service Rules. | Approved since 2008 |
| 5. | Agriculture | 1) The Meghalaya Agriculture Engineering (Mechanical) Service Rules 2) The Meghalaya Agriculture Engineering (Mechanical) Subordinate Service Rules | Approved on 21-6-2012 Approved on 03-09-2012 |
| 6. | Animal Husbandry & Veterinary | The Meghalaya Animal Husbandry & Veterinary Subordinate Technical Service Rules | Approved on 27-06-2012 |
| 7. | Forest & Environment | The Meghalaya Forest Subordinate Service Rules | Approved on 10-10-2014 |
| 8. | Home (Police) | Draft Meghalaya Forensic Science Laboratory Service Rules | Approved on 13-06-2014 |
| 9. | Printing & Stationery | The Meghalaya Printing & Stationery (Technical) Subordinate Service Rules | Approved on 07-02-2003 |
| 10. | Public Works | The Meghalaya Engineering (PWD) Subordinate Service Rules | Approved on 21-08-2012 |
| 11. | Irrigation | The draft Service Rules Meghalaya Subordinate Irrigation Service Rules | Approved on 09-04-2012 |
| 12. | Industries | The Meghalaya Industries Service Rules | Approved on 13-02-2017 |

| | | | |
|-----|-------------------------|--|--|
| 13. | Housing | 1) The Draft Meghalaya Housing Service Rules (Non-Technical) 2) The Draft Meghalaya Housing Engineering and Technical Service Rules | Approved on 19-04-2017 Approved on 05-05-2017 |
| 14. | Health & Family Welfare | The Draft Meghalaya Food Safety Officers Service Rules | Approved on 14-04-2017 |
| 15. | Election | The Draft Meghalaya Election Enumerators Service Rules | Approved on 05-06-2017 |

8.2.14 **The Commission is astonished at such a state of affairs even after 45 years of formation of the State of Meghalaya.**

The Commission recommends that –

- (i) All Departments which do not have Service Rules need to frame, finalise and notify their Service Rules within one year from the date of implementation of the recommendations of this Commission.**
- (ii) All Service Rules, when notified, should be reviewed every five years to ensure that the Rules are harmonious with arising ground realities.**
- (iii) State Government set up an Expert Committee under the State Chief Secretary to review the nature of duty of the Heads of Departments. Wherever the Committee decides that the Department is of such importance that it should be preferably manned by an AIS Officer, effective steps may be taken for encadrement of such posts.**

TRAINING

8.3.1 Human Resource Development is the framework ensuring employees develop their personal and organizational skills, knowledge, and abilities. It enables the employees' career development, performance management and development, coaching, mentoring, succession planning, key to employee's identification and assistance, and organizational development. Enhancement of knowledge and skills makes the employee more self-assured and increases the level of his competence. In the words of the Second Meghalaya Pay Commission, *"The role of proper training in the increase of productivity, office efficiency and development of administrative culture amongst government employees cannot be over emphasised."*

8.3.2 The 6th Central Pay Commission at para. 6.4.1 & 6.4.2 of its Report observed –

“Training Academics and Institutes are centres of expertise and excellence for the Government employees,Strengthening training faculty with provision of very good infrastructure and resources is important not only for induction level training but lifelong learning through mid-career in-service trainings at various points during the career progression. Highly developed in-service training is an essential part of human resource frame work and improve delivery orientation”

8.3.3 The Second Administrative Report, Tenth Report (Refurbishing of Personnel Administration - Scaling New Heights, November, 2008) mentioned/observed:

“It is universally acknowledged that training is a critical component of human resource development. It complements a person’s education by updating his/her knowledge, inculcating skills and values and helping to change entrenched mind-sets. It also promotes team spirit and in general increases the value of an individual for his/her organization and, consequently, society.... After the economic liberalization in the 1990s, training institutions have tried to reorient the training programmes. Attention is now given to good governance, transparency and objectivity in administration, democratic decentralization through the Panchayati Raj Institutions, creating a congenial environment for infrastructural and industrial development and a citizen-centric approach.... Today almost all major organized services have a national level training institute/academy. Some organizations like the Indian Railways have established a network of training institutions for training of civil servants of different categories. States have established Administrative Training Institutes (ATIs) for training of State Government employees. Some States have also established District Training Institutes for training of cutting edge functionaries

“The need for mid-career training is derived from the premise that as an officer goes up in the hierarchy the nature of his/her job changes.

“In any governance system the quality of its public servants is critical and in this context recruitment of suitable persons is of great importance. Those aspiring to be civil servants must have not only the required skills and knowledge, but also the right values which would include integrity, commitment to public service and above all, commitment to the ideals and philosophy embodied in the Constitution.”

8.3.4 Further, while observing the National Training Policy, 1996, it outlined the Objectives of Training as under –

- a. Keeping up-to-date and enhancing professional knowledge and skills needed for better performance of individuals and organisations;
- b. Promoting better understanding of professional requirements as well as sensitisation to professional, socio-economic and political environment in which work is done; and
- c. Bringing about right attitudinal orientation.

- 8.3.5 The National Training Policy (1996) emphasizes training for all. It stipulates that training programmes should focus on –
- a. **Responsiveness:** to the challenging democratic needs and expectations of the citizens and organisational and technological developments.
 - b. **Commitment:** to democratic values and concept of partnership and participative decision making.
 - c. **Awareness:** of technological, economic and social developments.
 - d. **Accountability:** to ensure high performance in every professional field and cost-effective methods of delivery.
- 8.3.6 The Seventh Central Pay Commission at para. 11.2.7 of its Report observed -
“The National Training Policy of the Government of India has laid emphasis on a competency framework-delineation of core skills and specialised skills, classification of posts in terms of functions etc. Each ministry/department is also expected to adopt a systematic approach to training which includes formulation of a training plan, creation of a training infrastructure and a system of monitoring and evaluation.”
- 8.3.7 The Fourth Meghalaya Pay Commission, at para 10.6.3 of its report, recorded the following extract from the Report of the Administrative Reforms Commission as very illuminative in this context –
“All new recruits be appointed on probation for a minimum period of two years during which their induction training performance can be carefully watched and evaluated with particular reference to their response to such induction training, their ability to pick up their job profile, their punctuality and discipline and their adherence to ethical standards and sobriety as required under Government Servant Conduct Rules. A probationer failing to satisfactorily complete probation or induction-training and to pass the compulsory end-of-probation/ induction-training test should be required to undergo further probation/induction training for such extended period as may be considered appropriate by the recruiting authority. Where such probationer fails to respond satisfactorily during the extended period of probation/induction training, or, fails to pass the compulsory end-of-probation/induction-course test, the Officer-in-charge of such probationary/induction training must furnish a detailed report to the appointing authority giving full facts and justification for termination and discharge of the probationer from probationary service. If the Appointing Authority disagrees with such recommendation for discharge of the probationer, the Appointing Authority shall have to record full reasons and facts in support of his decision. If the Appointing Authority accepts the recommendation and discharges the probationer, such discharge should be final and non-justiciable.”

“Every Recruiting Authority should keep in view the specific job-profile of the post against which a recruitment is made and make suitable arrangements for the recruit(s) undergoing probation or job-induction-training programme for a minimum period of two years. Every recruit should be thoroughly apprised of and acquainted with the relevant rules, regulations, norms, procedures and methods of work besides being familiarised with disciplinary and behavioural ethics of service. Induction-training should be planned in capsules and the recruits response to each capsule should be suitably and periodically assessed. The probation of recruits found unsuitable and unresponsive to the job or unamenable to job-norms and required standards of conduct and discipline should be terminated without hesitation. In such cases the Officer in-charge of such probationary/induction training must furnish a detailed report to the Appointing Authority giving full facts and justification for termination and discharge of the probationer from probationary service. If the Appointing Authority disagrees with such recommendation for discharge of the Probationer, the Appointing Authority shall have to record full reasons and facts in support of his decision. If the Appointing Authority accepts the recommendation and discharges the probationer, such discharge should be final and non-justiciable.”

“Only such recruits who complete their probationary training satisfactorily should be confirmed. The period of probation of a recruit may be suitably extended before a final decision to confirm the services of a recruit or otherwise is taken, if such recruit could not complete the course satisfactorily because of sickness of any other bonafide unavoidable exigency having befallen him/her during the period of probation, provided such probationer has intimated the Appointing Authority of such exigency, in writing at the time of its occurrence or within two weeks thereof.”

8.3.8 The Fourth Meghalaya Pay Commission listed the following five Training Institutions in the State:

- i. Gram Sevak Training Centre, Upper Shillong.
- ii. Soil Conservation Training Centre, Byrnihat.
- iii. Meghalaya Administrative Training Institute, Shillong.
- iv. Central Training Institute under the Directorate of Accounts and Treasury, Shillong.
- v. State Institute for Rural Development (SIRD), Nongsder, Barapani.

8.3.9 It noted that the Meghalaya Administrative Training Institute under Personnel & A.R. Department and the Central Training Institute under the Directorate of Accounts and Treasury are for general training while others are related to rural development.

It, however, noted that “the State Institute of Rural Development can be expanded and made into a first rate Institute for imparting instructions to government employees of various levels.

8.3.10 Therefore, the Fourth Meghalaya Pay Commission “*recommended that the Government may set up an Expert Committee to look into the training requirements in the State and the manner in which these Institutes can be upgraded and strengthened. On one point the Commission feel that action can be taken up immediately and that is, to appoint a full time Director for both these Institutes; if necessary, to induct Academicians for this work; at the same time a faculty on behavioural science needs to be inducted for both the Institutes.*”

8.3.11 The Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training (Training Division), Government of India envisaged in its National Training Policy 2012 “Capacity Building in States” as below:

- (i) **State Training Policies:** It is recommended that each State formulate/adopt a training policy based on and similar to the new National Training Policy so that there is a formal, articulated framework within which training is conducted at the State level. This would enable States to develop an action plan including identification of institutions, training programmes, trainers etc. for training of State civil servants. In order to facilitate the process of formulation of training policies by the States, a model State Training Policy may be prepared by the Training Division.
- (ii) **Role of State Administrative Institutes (ATIs):** It is recommended that the State Governments designate the State Administrative Training Institutes as Apex Training Institutions of the State and empower them to play a lead role in co-ordinating training across sectors and departments. Further, the ATIs need to be strengthened with adequate funds, infrastructure, manpower and decision making powers.
- (iii) **Support from Training Division:** The Training Division continues to have an extremely important role in supporting the development of Training Capacity in the States. It needs to be provided with adequate funds for supporting need based training schemes as may be proposed by the States. It should focus, in particular, on the following:
 - (a) Supporting the creation of decentralised training infrastructure (at the divisional, district or sub- district levels) concomitant with the development of trainers at those levels;
 - (b) Strengthening and empowering State training institutions (including improving the quality of selection of faculty and their development); and

- (c) Specifically supporting training of civil servants at the grassroots level, including Panchayat functionaries, to improve delivery of services by upgrading their skills and knowledge and improving their responsiveness in meeting citizens' needs."

8.3.12 The Government of Meghalaya has come up with "The Meghalaya Training Policy" vide its Notification No. PER(AR).68/2010/24 dated 5th January, 2012. In its commitment to develop human resources through training, it has adopted the following vision:

"To assist Government Departments and agencies to adopt practices geared at better governance and improved service delivery by empowering public officials to act as prime catalyst for holistic and equity based transformation".

8.3.13 The Government realised that *"with the major changes taking place in the economic, political, social & technological front, training and capacity building is a must for all Government servants in order to improve performance and outcome. The expectations and aspirations of the people from the Government have also increased tremendously. Therefore, in this changing environment we need to have a responsible and responsive work force. However, making the Government machinery responsive and responsible largely depends upon the knowledge, attitude, and skills of the personnel, to improve the administrative effectiveness. A conscious policy for development of human resource available to the Government is required to be fostered for meeting the challenges of development and enhancement of skills.*

"Capacity building of Government servant is also justified by the fact that the state invests a significant portion of its resources on its employees by way of salaries and related expenses. Therefore, there is need to increase the return on this investment. Improving capacity of Government servants and making useful human resource can alone achieve this. With this end in view, a training policy has to be kept in place by the Government. The training policy should be a comprehensive policy aimed at capacity building of each category of staff and its whole modus operandi clearly spelled out, in tune with the National Training policy of the Government of India."

8.3.14 The training imparted by the Government of Meghalaya covers all rungs of government employees starting from the lowest cutting edge to the highest in policy making. The Government has designed training for Government work force into four levels with specific training needs as below:-

- (1) The lowest operative level at the cutting edge, where the focus is on functional skill and attitudinal orientation.

- (2) The supervisory/junior management level where the focus is on extracting work from others involving coordination, coaching, counselling skills, interpersonal skills and a role model function.
- (3) The middle management/administration level concentrating on professional excellence, leadership and a sharp perception of inter relatedness of issues.
- (4) The top levels of the civil service to be intellectually and professionally equipped for policy analysis, strategic planning, lateral thinking and policy formulation.

8.3.15 The Government has listed the following as State Level Training Institutes vide Notification No. PER(AR).68/2010/24 dated 5th January, 2012:-

- (1) Meghalaya Administrative Training Institute, Shillong.
- (2) State Institute of Rural Development, Nongsder, Ri Bhoi District.
- (3) Police Training School.
- (4) District Institutes of Education and Training (DIETs)
- (5) Agriculture Training Institute.
- (6) Human Resource Development Cell, PHED.
- (7) Human Resource Development Cell, MeCL.
- (8) Central Training Institute of Finance.
- (9) Central Training Institute.
- (10) Farmer Training Institute, Agriculture Department, Upper Shillong.
- (11) Forest Training Institute.
- (12) Meghalaya Institute of Entrepreneurship.
- (13) Meghalaya Institute of Governance.

8.3.16 The Government of Meghalaya has made training and capacity building of government officials at all levels as top priority areas. To meet the challenges of ever-changing needs and advancement of technologies, there is a dire need to empower the Government work force through a coordinated and sustainable approach. Stereo-typed curriculum and age-old training methodology needs to be done away with. In this connection, one of the premier State Government Training Institutes, the Meghalaya Administrative Training Institute (MATI), aims to develop the right ability and capability of Government Employees with a commitment to build, sustain and promotes learning and innovation.

8.3.17 The MATI regularly conducts Group 'A' (Junior Course) and Group 'B' (Senior Course) trainings for the dealing assistants of Meghalaya Secretariat Service, which is linked to their promotion and confirmation vide PER(AR) 163/81/29 dated 23/02/1982. MATI is launching the Induction Training Programme for Assistants/Superintendents and equivalent level

government officials of State Secretariat as envisaged by the Department of Personnel and Training, Government of India on pilot basis.

- 8.3.18 **This Commission** notes the submission made in reply to the Questionnaire on the matter and **recommends that the management of the Meghalaya Administrative Training Institute could be professionalized by employing a Professional as Director supported by subject-matter Professional Instructors in order to achieve the end-objective of providing periodic professionalized training to all levels of employees, so as to upgrade their administrative skills and ability to make decisions. The State Chief Secretary and the concerned officials could constitute the Management Committee of the Institute.**

STATE EMPLOYEES' GROUP INSURANCE SCHEME

- 8.4.1 The Commission notes that the Employees' Group Insurance Scheme, introduced by the Central Government and many other State Governments, provides the twin benefits of an insurance cover to help the families of government employees in the event of death while in service and a lumpsum payment to augment their resources on retirement, at a low cost and on contributory and self-financing basis.
- 8.4.2 The Scheme envisages that a portion of the subscription be credited to the Insurance Fund and the other portion to the Savings Fund which earns interest at the prescribed rate compounded quarterly. For the purpose, the employees are enrolled as members under the Group Insurance Scheme on the 1st day of January every year. The Group to which an employee belongs will be determined with reference to the post held by him/her on a regular basis as per classification of services, i.e., Group 'A', 'B', 'C' or 'D'.
- 8.4.3 The Commission notes that the Second and Third Meghalaya Pay Commissions had recommended the introduction of the Group Insurance Scheme for the State Government employees and the State Government had also accepted the recommendation but had not been implemented. It further notes that the Fourth Meghalaya Pay Commission had reiterated that Group Insurance, as one of the employees Welfare Schemes, should be introduced expeditiously but the same has remained unimplemented till now.
- 8.4.4 Given the fact that the Scheme has been implemented successfully by the Central Government as well as many State Governments, its introduction is necessary for the welfare of the employees of the State of Meghalaya.

- 8.4.5 **The Commission, therefore, recommends prompt finalization of the Meghalaya State Employees' Group Insurance Scheme and its implementation in a time bound manner, preferably within 31st March, 2018.**

**EMPLOYMENT ON COMPASSIONATE GROUND OF
WIFE/HUSBAND/ SON/DAUGHTER OF GOVERNMENT
EMPLOYEE WHO DIES WHILE IN SERVICE**

- 8.5.1 The Scheme was introduced with effect from 11th December, 1984, setting forth the principles and conditions for governing the employment on compassionate ground of wife/son/daughter of a deceased Government employee. Later the scope of employment also included unmarried brother and sister provided such brother/sister is actually required to support the family of the deceased government employee. From July, 1996, the need for enquiry into the financial position and family status was made compulsory, requiring also the complete particulars of the deceased employee's family. The Certificate of financial position to be issued by the District Magistrate/Magistrate has also been made a mandatory requirement.
- 8.5.2 The Central Government has also a Scheme for appointments of dependents on compassionate ground. The Government of India's Scheme also has provision in respect of dependents of employees who are retired on medical grounds before attaining the age of 55 years (57 years in the case of Group 'D' employees). If the deceased employee was unmarried, one of the dependent unmarried brothers/sisters would be eligible for appointment on compassionate ground.
- 8.5.3 The Commission notes that the scheme for providing employment on compassionate ground to the next of kin of a government employee who dies while in service was introduced by the Government of Meghalaya as a welfare measure to provide relief from extreme hardship to the family of a deceased employee belonging to Group 'C' and 'D' categories only. And on the recommendation of the Fourth Meghalaya Pay Commission the scheme was discontinued for the reason that the existing facilities and benefits, including social security cover, available to the family of the deceased government employee who dies while in service were quite adequate.
- 8.5.4 The Commission examined the submissions made by various Service Associations and Groups of government employees for revival of the Scheme. After careful consideration of all aspects, the Commission **recommends that in exceptional cases, where it is found that the spouse or a dependant of the deceased government employee is not gainfully employed, as duly certified by the concerned Deputy Commissioner, suitable employment may be provided by the Government to one member of the deceased employee's**

dependant(s), preferably a female dependant, keeping in view the social and cultural traditions and practice of the Khasi, Jaintia and Garo population of the State.

CLASSIFICATION OF SERVICES/GRADES

8.6.1 The Commission notes that the existing classification of services/posts in the State Government into four groups, namely, Group – A, Group – B, Group – C and Group – D is specified by the level of the maximum of the pay scales applicable to them. The existing classification is as shown below:-

| | |
|-----------|---|
| Group ‘A’ | All posts in the revised scales of pay the maximum of which is ₹ 33,690.00 and above. |
| Group ‘B’ | All posts in the revised scales of pay the maximum of which is ₹ 27,510.00 and above but below ₹ 33,690.00. |
| Group ‘C’ | All posts in the revised scales of pay the maximum of which is ₹ 13,840.00 and above but below ₹ 27,510.00. |
| Group ‘D’ | All posts in the revised scales of pay the maximum of which is ₹ 12,700.00. |

8.6.2 The Commission finds that the existing group-wise classification of the services/posts is adequate, except for modifying the classification on the basis of the New Pay Structure, as follows:

| | |
|------------------|--|
| Group ‘A’ | All posts placed at Levels – 15 and above in the Pay Matrix of the Revised Pay Structure. |
| Group ‘B’ | All posts placed at Levels – 11 to 14 in the Pay Matrix of the Revised Pay Structure. |
| Group ‘C’ | All posts placed at Levels – 2 to 10 in the Pay Matrix of the Revised Pay Structure. |
| Group ‘D’ | All posts placed at Level – 1 in the Pay Matrix of the Revised Pay Structure. |

WORK-CHARGED ESTABLISHMENT

8.7.1 The system of entertaining personnel in Work-charged Establishment was inherited when the country was under the British Rule. The system was in practice during the erstwhile State of Assam and is being followed by the State of Meghalaya. The rules governing the entertainment of Work-charged personnel are laid down in Rules 327 to 338 of the Meghalaya Financial, 1981. Apart from these rules, Government has, from time to time, issued instructions/guidelines for regulation and regularisation of the service rendered by these personnel.

8.7.2 Work-charged personnel are mainly employed in the Public Works Department, Public Health Engineering Department and, to a smaller extent, in works wings or cells of some other Departments of the Government, such as, **Health, Agriculture and General Administration**. These personnel enjoy all the benefits of pay and allowances admissible to regular employees including leave as applicable to temporary Government employees.

8.7.3 On the recommendation of the High Power Committed set up in 1988 to look into the system of Work-charged Establishment, the Government had decided that henceforth all recruitment of personnel under the establishment should be made only through the District Selection Committee and be regulated within the framework of the recruitment policy of the State Government. Further, appointment to gazetted posts is not permissible and no appointment to non-gazetted posts having integrated seniority list for the whole State, with the Head of Department as the Appointing Authority, is to be made under this establishment. Employment to posts of Typist, Sweeper, Cleaner, Mali, etc., is not to be entertained under this establishment.

8.7.4 Work-charged personnel, when brought over to the regular permanent establishment, are entitled to all retirement benefits like any other employee of the Government.

8.7.5 In 1997, Government has issued instructions that further appointment of work-charged personnel should be stopped forthwith, and until further orders.

8.7.6 The data/materials available to the Commission show that a total of 1592 personnel are employed as Work-charged personnel at present under the following Departments:

| | | | |
|-----|--------------------------------------|---|-------------------|
| (a) | Public Works Department | – | 717 |
| (b) | Public Health Engineering Department | – | 820 |
| (c) | Health & Family Welfare Department | – | 45 |
| (d) | General Administration Department. | – | 10 |
| | | | <u> </u> |
| | | | = 1592 |

8.7.7 The Commission notes that the Work-Charged personnel are entitled to the benefits under the Extra-Ordinary Pensions Rules and Gratuity under Sub-rule (2) of Rule 333 of the Meghalaya Financial Rules, 1981.

8.7.8 No demand or representation was received by the Commission on this matter. **The Commission, therefore, recommends that the existing rules/orders and regulations should continue and no employment under the Work-Charged Establishments should be made.**

**INCENTIVES FOR ENHANCING THE PROFESSIONAL SKILLS AND
COMPETENCE OF STATE GOVERNMENT EMPLOYEES**

8.8.1 The Commission considered the responses to its Questionnaire on the above matter and noted that, as at present, special achievements are being selectively rewarded but the scales at which such rewards are granted are neither codified nor prescribed.

The Commission, therefore, recommends that guidelines be formulated to specify the level of rewards to be granted for different levels of achievement, that is, State, National, International, etc., to promote a sense of healthy competition amongst the State Government employees concerned.

8.8.2 **The Commission also recommends that fees for training courses in Distance Learning/Training relevant to the job may be borne by the State Government to encourage willing and eager employees to take up such courses. However, if the employee fails to qualify the end-of-the-Course Examination, 50% of the course fee be recovered in suitable installments which may be decided and notified.**

**PRINCIPLES, TERMS AND CONDITIONS FOR DEPARTMENTAL
PROMOTIONS**

8.9.1 The Commission considered the responses to its Questionnaire relating to the existing principles, terms and conditions for departmental promotions and felt that departmental promotions are affected by delay in recording and submission of ACRs by the authorities concerned. **The Commission accordingly recommends the following:-**

- (i) **Timely recording/reviewing/accepting of ACRs at all levels involved in the process.**
- (ii) **Regular holding of DPCs at a pre-specified date, preferably three months before the month of July of every year/date of arising vacancy.**
- (iii) **Action on the DPC's recommendation, including inter-department clearance, should be processed expeditiously so that final orders are issued on or before the date of arising vacancy.**
- (iv) **Suitable guidelines may be issued by Personnel & A.R. (B) Department, indicating the last date for recording/reviewing/accepting the ACRs by the authorities concerned and holding of DPCs.**

8.9.2 The Commission also notes that the well-accepted principle of promotion of employees is based on seniority-cum-merit. **The Commission recommends that the DPC needs to give adequate weightage to meritorious government**

functionaries who may be recommended for out-of-turn promotion, in their ACRs. Personnel & A.R. (B) Department may consider issuing suitable instructions in this regard.

ASSESSMENT OF PERFORMANCE

8.10.1 The Commission considered the present system of recording ACRs and grading employees and finds that the recording/grading as 'Below Average', 'Average', 'Above Average', 'Good', 'Very Good', 'Outstanding' or 'Excellent' is perfunctory. The Commission feels that it is highly desirable that all aspects of the employee should be assessed by the Recording Officer in a descriptive manner, to bring out the strength and weakness of the employee concerned, with a view to ensure that such remarks capture all traits of an employee and reflects his/her suitability for promotion, based on seniority-cum-merit

8.10.2 **The Commission, therefore, recommends the following:-**

- (i) The Department concerned needs to revise the existing guidelines in the above regard.**
- (ii) The Meghalaya Administrative Training Institute (MATI) should organize suitable sessions to train Senior Officers of different levels on the art of recording/reviewing/accepting ACRs in a useful and effective manner.**
- (iii) The State Government may issue suitable instructions to all concerned to ensure that the ACRs are recorded, reviewed and accepted within an effective time frame, as may be specified, to ensure that the DPCs are timely held.**

8.10.3 **The Commission further recommends that the period of assessing performance should be for the period 1st January to 31st December. The ACRs of the preceding years should be recorded within 31st January, reviewed within 28th February and accepted within 31st of March of the year following by the officials concerned.**

CONTRACTUAL EMPLOYMENT ON FULL-TIME / PART-TIME BASIS, FLEXIBLE WORK STATION, ETC

8.11.1 **The Commission has carefully examined the responses to the Questionnaire relating to this matter and recommends as follows:-**

- (i) All short duration fixed-term appointments should be on contractual basis. In cases of outstanding performance, such appointees may be absorbed in the regular establishment, as and when vacancy arises.**
- (ii) Status quo be maintained on the issue of having flexible working hours and flexible work station, including work from home.**

- (iii) Modernisation and mechanization of working conditions is essential and has to be encouraged.**
- (iv) Lateral movement of State Government employees across State Government Organizations, including PSUs and Private Sector Organizations, wherever feasible and possible, needs to be encouraged to increase the achievements/professional efficiencies of the employees.**
- (v) An Expert Committee be set up by the State Government for drawing up suitable guidelines for outsourcing of non-sovereign Government services/functions.**

**ADVANCE INCREMENT FOR HIGHER/ SPECIALIZED
QUALIFICATION**

8.12.1 The Commission notes that the scheme of advance increments has been adapted from the erstwhile Government of Assam. It was introduced prior to 1964 for the following purpose:

- (a)** The need to encourage employees to acquire higher qualifications so that they can improve the quality of their service, keeping in view the position which prevailed in the early part of the post-Independence period.
- (b)** The need to retain the services of those employees with higher technical/non-technical qualification in Government set ups, in the interest of the public, in view of the high demand of their services for their expertise in their respective disciplines.

8.12.2 The Commission has examined the system carefully and observes that, by and large, there are cases where employees with higher and/or specialized qualification have unlimited job outlets/appointment opportunity elsewhere and there is good need to retain them in government service. The benefit of advance increment would encourage them to stay on in their existing posts. Further, the grant of advance increment to such employees is a more cost-effective option compared to granting them higher scale of pay, as being done in some cases.

8.12.3 The Commission has also been informed that the conditions for regulating the grant of such advance increment (s) to the eligible employees has neither been uniformly notified nor applied. In the case of the School Teachers such advance increments are granted subject to the condition that they attained the higher or additional or specialized qualification at their own expense. In other words, only those teachers who attained the higher or additional or specialized qualification before they enter government service are eligible for this benefit. However, in the case of Health & Family Welfare Department the benefit of advance increment is sanctioned to the Medical Officers even when they obtained the

higher/additional qualification by availing study leave and availing admissible Pay and Dearness Allowance during such leave period.

8.12.4 The Commission has received submissions from a number of Service Associations seeking grant of advance increments to the members of the respective services who possess higher and/or specialised qualifications. Some Administrative Departments have supported such demand.

8.12.5 The Commission notes that according to the existing Government orders, advance increments are available to the posts as indicated below:-

| | |
|---|---|
| Animal Husbandry & Veterinary Department: | |
| Veterinary Assistant Surgeon, Animal Husbandry & Veterinary | 2 advance increments for Post-Graduate Degree holders. |
| Education Department: | |
| Assistant Teacher (Graduate) of Higher Secondary/Secondary Schools | 2 advance increments for B.T./B.Ed. Degree holders. 3 advance increments for Post Graduate Degree holders with B.T./B.Ed. |
| Head Teacher (Graduate) of Upper Primary Schools | 2 advance increments for Normal Trained. 3 advance increments for B.T./B.Ed. or Post-Graduate Degree holders. 4 advance increments for Post Graduate Degree holders with B.T./B.Ed. |
| Head Teacher (Graduate), Senior Basic School | 2 advance increments for Normal Trained or Graduate. 3 advance increments for B.T./B.Ed. or Post Graduate Degree holders. 4 advance increments for Post Graduate Degree holders with B.T./B.Ed. |
| Assistant Teacher (Graduate) of Upper Primary Schools | 2 advance increments for Normal Trained. 3 advance increments for B.T./B.Ed. or Post-Graduate Degree holders. 4 advance increments for Post Graduate Degree holders with B.T./B.Ed. |
| Assistant Teacher of Upper Primary Schools(Intermediate/P.U.Passed) | 2 advance increments for Normal Trained. 3 advance increments for B.T./B.Ed. or Post-Graduate Degree holders. |

| | |
|--|---|
| | 4 advance increments for Post Graduate Degree holders with B.T./B.Ed. |
| Assistant Teacher of Primary Schools | 2 advance increments for Normal Trained. 3 advance increments for B.T./B.Ed. or Post-Graduate Degree holders. 4 advance increments for Post Graduate Degree holders with B.T./B.Ed. |
| Health & Family Welfare Department: | |
| Medical & Health Officer/ Registrar/ Casualty Officer/Anesthetist/Resident Medical Officer/Pathologist/Medical & health officer (Urban family Welfare Centre). | 1 advance increment for all MBBS Degree Holders at the initial stage of their appointment. 5 advance increments for Post Graduate Degree holders. 3 advance increments for Post Graduate Diploma holders. |
| Home (Police) Department: | |
| Sub-Inspector of Police | 2 advance increments for Graduates directly recruited to the post. |
| Law Department: | |
| Librarian in the Office of the Advocate General | 2 advance increments for Graduate with Degree/Diploma in Library Science/ Management. |
| Forests & Environment Department: | |
| Forester Grade - I | 1 advance increment after completing departmental training course from Forest School. |
| Planning Department: | |
| Inspector of Statistics, Directorate of Economics & Statistics | 2 advance increments for Graduates with Honours in Statistics/Economics/Mathematics or Commerce and Post Graduate Degree holders in specified subject. |
| Sub-Inspector of Statistics, Directorate of Economics & Statistics | 1 advance increment for Graduates with Honours in Statistics/Economics/Mathematics or Commerce. 2 advance increments for Post Graduate Degree holders in specified subject. |
| Primary Investigator / Computer, Directorate of Economics & Statistics | 2 advance increments for Graduates with Statistics/Economics/Mathematics or Commerce as one of the subjects. |
| Field Assistants, | 2 advance increments for HSSLC/ |

| | |
|---------------------------------------|---|
| Directorate of Economics & Statistics | PUC/Class-XII passed with Statistics/ Economics / Mathematics or Commerce as one of the subjects. |
|---------------------------------------|---|

- 8.12.6 **The Commission, after detailed consideration, feels that there has to be parity in such matters. Norms which are equally applicable to all government employees need to be drawn up and notified.**
- 8.12.7 **In view thereof, the Commission recommends that Finance Department constitute a High Powered Expert Committee to examine and decide fair and equitable norms for grant of such Advance Increments to government employees who attain such higher qualification from a recognized Institution, either at their own expenses or at Government expenses, where such higher qualification is beneficial and useful to the services rendered by the Department where such employee is employed. The Committee may also decide the scale of such advance increments so that all sections of government employees are fairly and equitably dealt with.**

STAGNATION IN SERVICE

- 8.13.1 The Commission notes from the responses received to its Questionnaire as well as from the submissions contained in the Memorandum submitted to the Commission, that acute levels of stagnation exist in many Departments. In many such Departments, employees retire from the post in which they initially join, without a single raise or promotion.
- 8.13.2 The Commission is deeply concerned and feels that every Government employee should have the opportunity of at least three promotions or raises to a higher pay level during a life-long career.
- 8.13.3 The Commission notes that the grant of stagnation increment was introduced by the First Meghalaya Pay Commission as a general solution for all services and cadres to ease the problem of stagnation. The Second, Third and Fourth Meghalaya Pay Commissions also found that the scheme of granting stagnation increments, was very effective and thus recommended its continuance.
- 8.13.4 The Commission also notes the existing Government orders which provide that ***“a government employee who has reached the maximum of the scale of pay of the post held by him and completed two years of service at such maximum, will be eligible to stagnation increment at the rate last drawn by him and will draw such increment at the interval of two years subject to the maximum of three increments, in all.”***

8.13.5 After careful consideration the Commission recommends that –

- (1) All Departments should revisit, review and restructure the departmental hierarchy of posts in their Service Rules, to ensure that every employee gets at least three regular periodic promotions during their service career. Wherever this cannot be done, for any reason, they should provide for regular, periodic promotion to non-functional positions created for such purpose.**
 - (a) Thus, on completion of 8 years of service, an employee may be promoted to a non-functional position of Grade –I of the post against which initially entertained, on the next higher level of pay;**
 - (b) on completion of 16 years of service, an employee be further promoted to a non-functional position of Senior Grade of the post against which initially entertained; on the next higher level of pay; and**
 - (c) on completion of 24 years of service, an employee be further promoted to a non-functional position of Selection Grade of the post against which initially entertained; on the next higher level of pay.**
 - (d) They may be promoted to functional vacancies, as and when they occur.**
- (2) All Departments should revisit their Service Rules and make suitable changes, wherever necessary.**
- (3) The Commission also reiterates its recommendation at para.8.2.14 above that –**
 - (i) all Departments which do not have Service Rules need to frame, finalise and notify their Service Rules within one year from the date of implementation of the recommendations of this Commission and**
 - (ii) all Service Rules, when notified, should be reviewed every five years to ensure that the Rules are harmonious with arising ground realities.**

MINIMUM ENTRY LEVEL QUALIFICATION

8.14.1 The Commission notes that there are still many posts at the lowest level of service in the State for which the prescribed entry level qualification is Under-SSLC (that is Under-Matric, or Read upto Class VI, or VIII or X).

8.14.2 The Commission notes that for any vacancy at such lowest level, if advertised at the State level or District level or Sub-Divisional level or Block level, there are

many applicants who are SSLC passed or HSSLC passed or Graduates or even Post Graduates, etc. It is, therefore, manifest that there are many educated-unemployed among the bona fide indigenous people of the State.

- 8.14.3 In view thereof, the Commission is of the view that every effort should be made to raise the standards of administration and governance **by increasing the minimum educational level** for eligibility for such posts.
- 8.14.4 **The Commission recommends that with a view to raise the standards of administration and governance, SSLC passed or its equivalent should be notified as the minimum educational level for any Level – 2 post in the State. This will in no way affect employment of the local indigenous people of the State since there are very large number of SSLC passed unemployed indigenous people in every part of the State.**

MINIMUM TENURE FOR HEADS OF DEPARTMENTS

- 8.15.1 During the interactive sessions with Departments and Directorates, the Commission noted that in a large number of cases the **tenure of the Directors** of Departments which are headed by Departmental or non-cadre Officers is very short, **often - a few months only** due to superannuation of the incumbent(s) shortly after their promotion as Head of Department. It has been seen that some Departments have more than two Directors in the same year due to similar reasons.
- 8.15.2 The Commission is of the considered opinion that such short tenures at the apex level of any Developmental Department is highly undesirable, as the incumbent has no time to plan and implement programmes based on his/her experience and expertise. That apart, it is well-accepted that the normal tenure of any Administrative/Technical Head of any Department should be around two to three years, to enable such Head to make effective contribution to the growth and development of the Department.
- 8.15.3 The Commission, is therefore, of the opinion that in order to enable an Officer at the level of the Head of Department to effectively contribute to the planning and implementation of Departmental programs, based on such Officers' vast and life-long service experience, in a worthwhile manner, he/she should have a minimum tenure of not less than one year.
- 8.15.4 **The Commission, therefore, recommends that –**
- a. **Either the Service Rules of all Departments should be suitably amended to specify that for an Officer to be eligible for promotion to the level of Director / Head of Department, he / she must have at least One Year of Service left, before he / she superannuates from service; provided that an employee who is denied promotion or by-passed for promotion by the operation of this rule is placed in an equivalent**

non-functional post carrying the pay scale equivalent to the pay of the Head of Department;

Or

- b. alternatively, the Service Rules of all Departments should be suitably amended to specify that any person promoted to the level of Director/Head of Department, who has less than one year to superannuate from service, shall be allowed to continue in that post for a minimum period of one year, and shall superannuate from service on the last day of the month in which such person completes one year of service as such Director / Head of Department.**

MUSTER ROLL/CONTINGENCY/CASUAL EMPLOYEES

- 8.16.1 The Fourth Meghalaya Pay Commission had noted that the Revised Pay Rules issued by the Government from time to time mentioned that the following categories of workers do not come under the purview of the Revised Pay Rules :-
- (i) Persons not on whole time employment,
 - (ii) Persons paid out of Contingencies,
 - (iii) Persons paid otherwise than on a monthly basis, including those paid on a piece rate basis.
- 8.16.2 The Fourth Meghalaya Pay Commission recommended that “the entire aspect of employment of Muster Roll/Casual/Contingency Workers be expeditiously examined by the Government in the light of the “Meghalaya Regular Casual Workers Scheme, 1996”; and also keeping in view of orders/judgements of Hon’ble Courts on the matter”.
- 8.16.3 This Commission examined the matter in its entirety and recommends that whenever Muster Roll/Casual or Contingency Workers are engaged for any unavoidable purpose, with the approval of competent authority, such engagement must not exceed eleven months in any case, preferably such employment should be for much shorter period of days or weeks only. Defaulting officials who allow such engagement to continue beyond a period of eleven months must be penalised through departmental proceedings. The Meghalaya Services (Discipline & Appeal) Rules, 2011 should be suitably amended to include such exigencies.**

CHAPTER – 9

MODIFIED ASSURED CAREER PROGRESSION SCHEME

- 9.1 The Commission reviewed the implementation of the existing Assured Career Progression Scheme (ACPS) in the course of its hearing of the Employees Associations, Groups of Employees, Individuals, and the Departments of the State Government. It emerged that the implementation of the ACPS was far from satisfactory for a number of reasons which included inadequate understanding of the intent and purpose of the Scheme, indifference, lengthy screening process, uncertainty of the authority to sanction placements under ACPS, and general apathy and callousness of the processing authorities. While some Departments have been implementing the ACPS fairly well, others were still engaged in processing placements under the ACPS of superannuated or demised employees before they could take up the cases of serving employees. Since the ACPS had been notified and authorised over seven years ago, the position set out above was appalling.
- 9.2 It has also been represented before the Commission that the present ACPS which provides for placement at a higher Pay Level on completion of 12 and 24 years of service, does not even notionally fully meet the minimum needs of reasonable and rational Career Advancement of the employees for a number of reasons, some of which were as follows –
- (1) The upper age limit for members of the State Scheduled Tribes/Castes to join service is 27 years with a 5 years relaxation. Since over 80 percent of the State population belong to the Scheduled Tribe Community, a large segment of employees are those who have joined service at around 32 years of age. Given that the age of superannuation is 58 years, such employees who have joined service at around 32 years of age, have around 26 years of service only. Their second placement on completion of 24 years of service, therefore come very close to retirement.
 - (2) There are many posts which together account for the employment of a large segment of employees, which have very limited or almost no promotion prospects. Some of these posts are those of Gram Sevaks/Sevikas (Village Level Worker), Auxillary Nurse - cum – Midwife (ANM), Mukhya Sevikas, Veterinary Assistants, Teachers of all levels, Peons, Malis, Pump Operators, Cleaners, et al. A very large segment of these employees enter service and superannuate from service at the same level.
 - (3) There are State Governments which have implemented similar schemes with guaranteed placements and grant of financial upgradation on the completion of 8 years, 15 years, 22 years and 26 years of services.

- (4) The Seventh Central Pay Commission had recommended placements and grant of financial upgradation on the completion of 10 years, 20 years and 30 years of services, respectively.
- (5) The scheme provides for mere placements of the State Government employees in the next higher Pay Level, purely on personal basis and does not, therefore, have any relevance to the employee's seniority in service vis-a-vis another employee. In other words, the Scheme provides only financial upgradation and does not entail any change in designation, place of posting, nature of work and seniority of the incumbent concerned in the Gradation List.

9.3 After careful consideration, **the Commission recommends that it is necessary to ensure that the Assured Career Progression Scheme acts as a Safety-Net to deal with the problem of genuine stagnation and hardship faced by the employees due to lack of adequate promotional avenues. It holds that it is fair and reasonable for every employee to have scope for at least three non-functional lifts or elevations in terms of job description and pay levels in one's service career.**

9.4 Consequently, **the Commission recommends that the existing ASSURED CAREER PROGRESSION SCHEME (ACPS) FOR THE STATE GOVERNMENT EMPLOYEES as notified vide O.M. No. F(PR)-76/2009/54, dated 22nd February, 2010 may be replaced with the following modified Scheme:-**

- (1) **The Scheme shall be known as the Modified Assured Career Progression Scheme, 2017 (MACPS) for the State Government employees.**
- (2) All State Government employees *drawing pay up to and including the Revised Pay at Level – 17* except those belonging to the Organized Group-A Services (See **Para.9.6**), will be eligible to the benefits of placement in the prescribed higher Pay Level, on completion of Eight, Sixteen and Twenty-four years of service, provided that they have not been promoted to a higher level post during each of these time-periods, respectively.
- (3) Casual Workers including Regular Casual Workers and employees appointed under ad hoc basis, Regulation 3(f) of the Meghalaya Public Services Commission (Limitation of Function) Rules, 1972, shall not be eligible to the benefits under the MACP Scheme.

- (4) The benefits of the Scheme shall, however, apply to work-charged employees if their service conditions are comparable with the employees of regular establishment.
- (5) The Scheme provides for mere placements of the State Government employees in the next higher Pay Level, as may be notified from time to time, shall purely be on personal basis and shall, therefore, have no relevance to the employee's seniority in service vis-a-vis another employee. The placement(s) shall not amount to a regular promotion nor require the creation of new post(s) for the purpose. However, financial and certain other benefits which are linked to the pay drawn by an employee such as loans and advances, allotment of government accommodation, provident fund contribution and withdrawals, travel expenses, etc. may be permitted.
- (6) The Scheme shall, in no case, affect the normal or regular promotional avenues available to the employees on the basis of actual arising vacancies.
- (7) The eligible employees may be allowed the benefit of the MACP Scheme on completion of Eight, Sixteen and Twenty-four years of service, respectively. In other words, the benefit of placements under the MACP Scheme should be available to eligible employees with effect from the First day of the month of January or First day of the month of July following the date of their completion of Eight, Sixteen and Twenty-four years of service respectively.
- (8) Each Department may constitute a Screening Committee, both at the level of the Administrative Department, as well as at the level of the Head of the Directorate of such Department, consisting of three members, with one of them as Chairman. The Chairman of the Screening Committee of the Administrative Department should not be below the level of Joint Secretary. The Chairman of the Screening Committee at the Directorate level should not be below the level of Joint Director of the Directorate.
- (9) The Screening Committee set up by the Administrative Department should place its recommendation before the Administrative Head of the Department for consideration and approval.
- (10) The Screening Committee set up by the Head of the Directorate should place its recommendation before the Director of the Department for consideration and approval.

- (11) The Screening Committee should meet at least six months before the 1st of January and the 1st of July every year to screen and prepare the list of eligible employees of that Department/Directorate who will have completed 08 / 16 / 24 Calendar Years of Service on the following 1st of January or 1st of July as the case may be, provided that such employee continues to remain in their present post without promotion during the last eight years, sixteen years and twenty four years, as the case may be. Such list should be finalized and the approval of the Head of Administrative Department/Directorate (as the case may be) obtained well in time, so as to ensure issue of appropriate orders by the third week of June/December each year, granting placement in the specified higher Pay Level to all eligible employees with effect from the first day of the month of July/January of their having completed Eight/Sixteen/Twenty four years of service, respectively.
- (12) Employees who remain in their entry posts in the Pay Levels ranging from Level-1 (starting at ₹ 17400.00) to Level-17 (starting at ₹ 55,500.00) will be placed in higher Pay Levels on completion of the following specified periods of service in their posts –
- a. The FIRST Placement on completion of eight years of service, but effective from the first day of the month of January or July following their having completed eight years of service.
 - b. The SECOND Placement on completion of sixteen years of service, but effective from the first day of the month of January or July following their having completed sixteen years of service.
 - c. The THIRD Placement on completion of twenty-four years of service, but effective from the first day of month of January or July following their having completed twenty four years of service.
- Provided that*, if an employee who has been considered qualified by the Screening Committee for the Placement Level under the Scheme either with effect from 1st January or 1st July, as the case may be, is offered regular promotion before that placement date, he/she shall have to unconditionally accept the regular promotion offered to him.
- (13) Employees who continue to remain in their entry post in the Pay Levels ranging from Level-1 to Level-17 will be placed in the higher Pay Level, on completion of the period of qualifying service in their posts, as shown in **Table : MACPS – 1** below:

TABLE : MACPS – 1

| Level of pay in the entry post as per Revision of Pay recommended by the 5th MPC | Level of pay on their FIRST Placement effective from the first day of the Ninth Calendar year of their entry into service | Level of pay on their SECOND Placement effective from the first day of the Seventeenth Calendar Year of their entry into service | Level of pay on their THIRD Placement effective from the first day of the Twenty-fifth Calendar Year of their entry into service |
|--|--|---|---|
| To be deemed as Entry Level Grade | To be deemed as Grade – II (Non-functional) Post | To be deemed as Grade – I (Non-functional) Post | To be deemed as Senior Grade (Non-functional) Post |
| L – 1 Commencing from ₹ 17400 | L – 2 Commencing from ₹ 19000 | L – 3 Commencing from ₹ 20600 | L – 4 Commencing from ₹ 22200 |
| L – 2 Commencing from ₹ 19000 | L – 3 Commencing from ₹ 20600 | L – 4 Commencing from ₹ 22200 | L – 5 Commencing from ₹ 24700 |
| L – 3 Commencing from ₹ 20600 | L – 4 Commencing from ₹ 22200 | L – 5 Commencing from ₹ 24700 | L – 6 Commencing from ₹ 26500 |
| L – 4 Commencing from ₹ 22200 | L – 5 Commencing from ₹ 24700 | L – 6 Commencing from ₹ 26500 | L – 7 Commencing from ₹ 28400 |
| L – 5 Commencing from ₹ 24700 | L – 6 Commencing from ₹ 26500 | L – 7 Commencing from ₹ 28400 | L – 8 Commencing from ₹ 30300 |
| L – 6 Commencing from ₹ 26500 | L – 7 Commencing from ₹ 28400 | L – 8 Commencing from ₹ 30300 | L – 9 Commencing from ₹ 32200 |
| L – 7 Commencing from ₹ 28400 | L – 8 Commencing from ₹ 30300 | L – 9 Commencing from ₹ 32200 | L – 10 Commencing from ₹ 35100 |
| L – 8 Commencing from ₹ 30300 | L – 9 Commencing from ₹ 32200 | L – 10 Commencing from ₹ 35100 | L – 11 Commencing from ₹ 37800 |
| L – 9 Commencing from ₹ 32200 | L – 10 Commencing from ₹ 35100 | L – 11 Commencing from ₹ 37800 | L – 12 Commencing from ₹ 39400 |
| L – 10 Commencing from ₹ 35100 | L – 11 Commencing from ₹ 37800 | L – 12 Commencing from ₹ 39400 | L – 13 Commencing from ₹ 42100 |
| L – 11 Commencing from ₹ 37800 | L – 12 Commencing from ₹ 39400 | L – 13 Commencing from ₹ 42100 | L – 14 Commencing from ₹ 43700 |
| L – 12 Commencing from ₹ 39400 | L – 13 Commencing from ₹ 42100 | L – 14 Commencing from ₹ 43700 | L – 15 Commencing from ₹ 45600 |

| | | | |
|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| L – 13 Commencing from ₹ 42100 | L – 14 Commencing from ₹ 43700 | L – 15 Commencing from ₹ 45600 | L – 16 Commencing from ₹ 49000 |
| L – 14 Commencing from ₹ 43700 | L – 15 Commencing from ₹ 45600 | L – 16 Commencing from ₹ 49000 | L – 17 Commencing from ₹ 55500 |
| L – 15 Commencing from ₹ 45600 | L – 16 Commencing from ₹ 49000 | L – 17 Commencing from ₹ 55500 | L – 18 Commencing from ₹ 62400 |
| L – 16 Commencing from ₹ 49000 | L – 17 Commencing from ₹ 55500 | L – 18 Commencing from ₹ 62400 | L – 19 Commencing from ₹ 71600 |
| L – 17 Commencing from ₹ 55500 | L – 18 Commencing from ₹ 62400 | L – 19 Commencing from ₹ 71600 | L – 20 Commencing from ₹ 76900 |

(14) Employees in the posts on Pay Level-18 and above will not be eligible to the benefits under the MACP Scheme.

(15) The pay of an employee whose placement Pay Level under the MACP Scheme is **below the Pay Level of the regular promotion post** shall be fixed in the following manner:

His/her pay in the placement Pay Level shall be fixed as per provision of F.R. 23(ii) of the Meghalaya F.Rs & S.Rs, 1984. Provided that when regular promotion (including ratio promotion) is granted to such employee (who is drawing pay as per the connected Placement Level in respect of the categories of posts specified above) and the Pay Level in the promotion post is higher than the Placement Level(s) being drawn by him/her, then the pay of the qualified incumbent will be re-fixed as per provisions of FR 23(i) of the Meghalaya FRs and SRs, 1984 in the Pay Level of the regular promotion post in the direct line of promotion, with effect from the date of such regular promotion.

(16) The pay of an employee whose placement Pay Level under the MACP Scheme is **same as the Pay Level of the regular promotion post** shall be fixed in the following manner:

His/her pay in the placement Pay Level shall be fixed as per provision of F.R. 23(i) of the Meghalaya F.Rs & S.Rs, 1984 and when regular promotion (including ratio promotion) is granted to such employee (who is drawing pay as per the connected Placement Level in respect of the categories of posts specified above) and the Pay Level in the promotion post is same as the Placement Level being drawn by him/her, there will be no more fixation of his pay in the Pay Level of the regular promotion post in the direct line of promotion.

In all such cases the next increment of the employee will be allowed on the normal increment date of the connected placement scale/post.

- (17) The pay of an employee whose placement Pay Level under the MACP Scheme is **above the Pay Level of the regular promotion post** shall be fixed in the following manner:

His/her pay in the placement Pay Level shall be fixed as per provision of F.R. 23(ii) of the Meghalaya F.Rs & S.Rs, 1984. Whenever regular promotion (including ratio promotion) is granted to such employee (who is drawing pay as per the connected placement level, in respect of the categories of posts specified above) and the Pay Level of the promotion post is lower than the Placement Pay Level being drawn by the employee, then the qualified incumbent will be allowed to continue to draw the Placement Pay Level being already drawn, till such time as the employee is promoted to a regular promotion post in the direct line of promotion, the Pay Level of which is higher than the Placement Level being drawn by such incumbent. In all such cases the fixation of pay in the promotion post with higher Pay Level than the Placement Level shall be done as per provisions of FR 23(i) of the Meghalaya FRs and SRs, 1984 and the next increment will be allowed on the normal increment date of the connected promotion post.

- (18) Employees of Other State Sponsored Public Sector Undertakings, Other Statutory Bodies, Commissions, Corporations, etc; which adopt the Pay Structure and other facilities as recommended by the Commission, including the Teaching as well as the Non-teaching staff of Deficit/Aided Schools, Colleges not covered by UGC/AICTE, whose pay and allowances are being borne by the State Exchequer, **may also be made eligible for the benefits provided under the MACP Scheme**, subject to the above conditions.
- (19) The Placement under the Scheme shall be counted against regular promotions availed from the grade in which an employee was appointed as a direct recruit. If the First Placement under the Scheme is followed by regular promotion, the Second Placement shall not be admissible to the employee but this shall not debar him/her for the Third Placement provided he/she completes 24 years of service or, for further regular promotion when vacancy in the higher grade arises. If an employee has already got one regular promotion before he/she completes 8 years of service, he/she shall qualify for the Second Placement only on completion of 16 years of regular service. In case two prior promotions on regular basis have already been received by an employee, the Third Placement under the Scheme shall be admissible to him/her on completion of 24 years of service.
- (20) If the First Placement under the MACP Scheme is deferred and not allowed after 8 years due to the reason of the employee being unfit or due to departmental proceedings, etc., it shall have consequential effect

on the Second and Third Placements, which shall also get deferred to the extent of delay in grant of First Placement.

- (21) The Placement under the Scheme shall be on non-functional basis and subject to fitness. In the matter of disciplinary/penalty proceedings, grant of the benefit under the Scheme shall be subject to rules governing normal promotion. Such cases shall, therefore, be regulated under the provisions of the Discipline & Appeal Rules of the State Government.
- (22) The existing schemes of promotion, such as those for promotion of the drivers, typists, etc., shall continue to be operational for the categories of employees concerned, but the higher level of financial benefit(s) granted under such schemes, along with those under Placements admissible under the MACP Scheme shall not exceed three levels, in total.
- (23) While effecting placement of an employee under the MACP Scheme, any earlier placement or placements of the employee under the existing ACP Scheme shall be offset. In other words, the total number of placements of an employee in a higher level of pay either under the earlier ACP Scheme or the recommended MACP Scheme, taken together, shall not exceed three placements, during the entire service of the employee
- (24) Regular service in a post shall include all periods spent on deputation/foreign service, officiating in a higher post, study leave and all other kinds of leave, duly sanctioned by the competent authority.
- (25) Counting of regular service for the purpose of the MACP Scheme shall commence from the date of joining of a post in direct entry post on a regular basis either on direct recruitment basis or on absorption/re-employment basis. Past continuous service in another Department of the Government of Meghalaya in a post carrying identical Pay Level prior to regular appointment through proper channel in a new Department, without break, shall also be counted towards qualifying regular service for the purpose of the Scheme only.
- (26) The term '**entry post**' shall be defined as the post to which an employee is initially appointed in government service by direct recruitment by the competent authority. Appointments made "by transfer" from other categories will also be treated as equivalent to direct recruitment for allowing the benefit of the MACP Scheme.
- (27) An employee who has been initially appointed in a post in one Department but gets subsequently appointed by direct recruitment through the Public Service Commission, or by other authorized means, in another post carrying an identical higher Pay Level in the same or another Department, will be eligible for consideration for placement

under the Modified ACP Scheme based on the date of entry to the new post only.

- (28) Uninterrupted Service in different posts in the same or different Departments having the same Pay Level will be treated as qualifying service. Similarly in the case of employees who get inter departmental transfer (inter-departmental transferees), their prior service in the entry post in the former Department will also be reckoned as qualifying service for placement under the Modified ACP Scheme.
- (29) Break in service/dies-non period shall be treated as non-qualifying service for the purpose of computing Eight, Sixteen and Twenty-four years service under Modified ACP Scheme.
- (30) EOL, without Medical Certificate, but sanctioned by the competent authority, will count for computing regular service under the Modified ACP Scheme.
- (31) Placement in the higher Pay Level under the Scheme shall be conditional to the fact that an employee, while accepting the said benefit, shall be deemed to have given his unqualified acceptance of regular promotion on occurrence of vacancy, subsequently. All employees who relinquish regular promotion, whether permanently or for specified periods, will not be eligible for availing the benefit of the MACP Scheme.
- (32) Similarly, all employees who have been placed in a higher Pay Level under the MACP Scheme, but subsequently relinquish regular promotion, whether permanently or for specified periods, will not be eligible for any further benefit under the MACP Scheme.
- (33) Further an employee who availed the benefit of being placed in a higher Pay Level under the MACP Scheme will on no account be permitted to relinquish regular promotion to that grade either permanently or for specified periods.
- (34) Military service which counts for civil pension of Ex-servicemen will be reckoned as qualifying service for allowing the benefit of being placed in a higher Pay Level under the Modified ACP Scheme. However, Ex-Servicemen, enjoying protection of pay will not be allowed this benefit, and in that case service under State Government alone will be reckoned as qualifying service.

9.5 The Modified Assured Career Progression Scheme (MACPS) shall come into effect from the date of implementation of the Revised Pay Structure.

9.6 **CLARIFICATORY NOTE –**

The attributes of an Organised Group ‘A’ Service are laid down in the following paragraphs for reference while considering the grant of Placement Benefits under the Modified Assured Career Progression Scheme (MACPS):-

- (a) A typical uni-functional Group ‘A’ Service has a cadre structure which is constituted in the form of a pyramid with its various layers corresponding to different levels of responsibilities with no functional distinction. The pyramid starts with **Junior Time Scale**, which is generally a direct entry point to Group ‘A’ Posts/Services and passes through **Senior Time Scale**, **Junior Administrative Grade** and **Senior Administrative Grade**. In a number of services, a **Selection Grade** also exists as part of **Junior Administrative Grade**.
- (b) The standard grades of Organized Group ‘A’ Service in the State is generally of the following description –
 - (i) **Junior Time Scale (JTS)** placed at **Level-15** of the Revised Pay Structure, which is the entry point into Group ‘A’ Service;
 - (ii) **Senior Time Scale (STS)** placed at **Level-16** of the Revised Pay Structure;
 - (iii) **Junior Administrative Grade (JAG)** placed at **Level-17** (in some Services **Level-18**) of the Revised Pay Structure; and
 - (iv) **Senior Administrative Grade (SAG)** placed at **Level-19** of the Revised Pay Structure.
- (c) At least 50% of the vacancies in the **Junior Time Scale (JTS)** in such services are required to be filled by direct recruitment.
- (d) All the vacancies above the **Junior Time Scale (JTS)** and up to the **Senior Administrative Grade (SAG)** level in such services are filled up by promotion from the next lower grade.
- (e) While a service may comprise one or more distinct cadre(s), all such cadres should be governed by composite Service Rules facilitating horizontal and vertical movement of officers of a particular cadre at least up to **Senior Administrative Grade (SAG)** level. The cadre posts of an Organised Service expressly belong to that service. The posts not belonging to any service are classified as General Service and, therefore, an Organised Group ‘A’ Service cannot have posts/grades classified as General Service.
- (f) Such a service consists of two distinct components, namely Regular Duty Posts and Reserves. The reserves are generally of three types, namely,
 - (i) Leave Reserve,
 - (ii) Training Reserve and
 - (iii) Deputation Reserve. The various types of reserves are usually created and accounted for in the Junior Time Scale.

CHAPTER – 10

ALLOWANCES

- 10.1 The Commission is required, as per its terms of reference, to recommend a comprehensive pay package that would be suitable for promoting efficiency, productivity and economy through rationalization of structures, organization and systems within the Government, by taking into account the existing amenities and facilities admissible to State Government employees such as Dearness Allowance, Medical Allowance, House Rent Allowance, Hill Allowance, Travelling Allowance, Winter Allowance, Compensatory Allowances, Special Pay, etc.
- 10.2 The Commission received a number of memoranda from various Service Associations/Unions which emphasized on adequate increase in the quantum of various allowances presently admissible to the State Government Employees, apart from demands of including new allowances like Summer Allowance and Children Education Allowance. Such requests had also been discussed and examined during the interactive sessions with the Administrative Heads of Departments. The Commission has carefully studied and deliberated on the demands on different allowances keeping in mind the present practices being followed in different States in the country and its recommendations on different allowances are given in the succeeding paragraphs.

DEARNESS ALLOWANCE

- 10.3.1 Since the inception of State of Meghalaya, the payment of Dearness Allowance to the government employees has been related to the All India Consumer Price Index (AICPI) for Industrial Workers (Base 1960 = 100). The First Meghalaya Pay Commission had recommended a scheme of Dearness Allowance known as the 'Value Per Point of Index System' which was linked to the AICPI for Industrial Workers (Base 1960 = 100). As the compensation was at that time only for the rise in the prices of the basket of consumption goods, the Dearness Allowance had been made uniform to all categories of employees irrespective of pay ranges. The periodicity of the payment was fixed at 6 months interval on the basis of the index average of the preceding six months. However, owing to the demand from Service Associations, the State Government decided to switch over to the Central Pattern of Dearness Allowance from 1st October, 1983.
- 10.3.2 The Commission examined the existing pattern of Dearness Allowance, which is at par with the Dearness Allowances admissible to Central Government Employees, based on the Consumer Price Index (Industrial Workers) for base year 2001 = 100 and observes that the present pattern has worked well in the State and that there are no demands for any change from any quarter(s). **The Commission, therefore, recommends that the existing pattern of Dearness Allowance to State Government employees at par with the rates of**

Dearness Allowances admissible to Central Government employees may continue.

- 10.3.3 **The Commission further recommends that in order to protect the real income of the employees from inflation, Dearness Allowance be merged with Basic Pay as and when the Allowance reaches or exceeds 50%.**

MEDICAL ALLOWANCE

- 10.4.1 On the recommendation of the First Meghalaya Pay Commission Government had replaced the Contributory Health service Scheme and the liberalized Medical Attendance Rules for reimbursement of medical expenses by the grant of a flat amount of Medical Allowance to cover the expenses on ordinary ailments. In cases of treatment of employees suffering from diseases and ailments requiring prolonged treatment or hospitalization in or outside the State, the Government introduced the Meghalaya Medical Attendance Rules, 1981 with effect from 1st May, 1981. The rate of Medical Allowance then was ₹ 75.00 per month payable to all State Government employees, including pensioners and family pension holders.
- 10.4.2 The Second Meghalaya Pay Commission recommended the introduction of a scheme in line with the Central Government Health Scheme to cover all State Government employees. The Commission also recommended the introduction of Health Insurance Scheme on the lines of “Medi-claim Scheme” along with nominal Medical Allowance of ₹ 25.00 per month. Pending the above, it recommended the continuance of the Medical Allowance at the existing rate of ₹ 75.00 per month. The Government accepted the above recommendation and decided the aforesaid composite Scheme should be examined by the Finance and the Health Departments. Government also granted Medical Allowance at the enhanced rate of ₹ 100.00 per month with effect from 1st April, 1988, to all categories of employees including pensioners and family pensioners which was further increased to ₹ 200.00 per month with effect from 1st August, 1992.
- 10.4.3 The Third Meghalaya Pay Commission noted that in Government Hospitals and institutions the availability of medicines was inadequate and took the view that there was a good case for enhancing the existing rate of the Medical Allowance to ₹ 500.00 per month. It also observed that the Meghalaya Medical Attendance Rules, 1981, as amended, were generally adequate. Government, however, enhanced the rate of Medical Allowance from ₹ 200.00 to ₹ 300.00 per month with effect from 1st August, 1997 later increased to ₹ 350.00 per month with effect from 1st January, 2004.
- 10.4.4 The existing rate of Medical Allowance is ₹ 700.00 per month as recommended by the Fourth Meghalaya Pay Commission.

10.4.5 This Commission received submissions from various Service Associations/ Organisations for increase in the rate of Medical Allowance due to increase in the prices of medicines as well as cost of ordinary medical treatments. After careful examination of all aspects of the matter, **the Commission recommends that the existing rate of ₹ 700.00 per month for all categories of State Government employees, including members of the All India Services who opt for it, may be fixed at double the existing rate, that is, at ₹ 1400.00 per month for all categories of employees.**

HOUSE RENT ALLOWANCE

10.5.1 House Rent Allowance was introduced from the 1st July, 1970 and was then confined to employees residing within a radius of 8 km. of Shillong and Jowai towns and the area of the Tura Town Committee. The employees residing in other areas of the State were not extended this benefit. The First Meghalaya Pay Commission considered it as discriminatory. Accordingly, on the recommendation of the First Meghalaya Pay Commission, the allowance was made admissible throughout the State on the basis of a two-tier rate structure with effect from 1st October, 1979.

10.5.2 The Commission notes the changes that have since taken place over the years with regard to the manner in which the grant of House Rent Allowance was to be regulated, as recommended by the successive State Pay Commissions.

The Commission finds no reason to recommend any formulation to regulate the grant of House Rent Allowance, in any manner different from what was recommended by the Fourth Meghalaya Pay Commission, namely, that the grant of House Rent Allowance be based on a percentage of pay with reference to the Station of Work of a State Government employee. The Commission, therefore, recommends continuance of the rate as follows, subject to a minimum and maximum rates as indicated below:-

| Classification of cities/ towns and other areas | Existing rates of House Rent Allowance | Rates of House Rent Allowance recommended |
|--|--|---|
| (1) | (2) | (3) |
| (i) Shillong and Urban Agglomeration* | 15% of basic pay subject to a maximum of ₹ 4,000.00 per month | 15% of basic pay subject to a minimum of ₹ 3,000.00 p.m. and a maximum of ₹ 8,000.00 per month |
| (ii) District Headquarters | 12½ % of Basic Pay subject to a maximum of ₹ 3,000.00 per month | 12½ % of basic pay subject a minimum of ₹ 2,500.00 p.m. and a maximum of ₹ 6,000.00 per month |
| (iii) Other Areas | 10% of Basic Pay subject to a maximum of ₹ 2,500.00 per month | 10% of basic pay subject to a minimum of ₹ 2,000.00 p.m. and a maximum of ₹ 5,000.00 per month |

Rates prescribed for Shillong will be applicable for Shillong and Urban Agglomeration as per areas notified by the State Urban Affairs Department.

10.5.3 The Commission notes that the Central Government has recently (on 28th June, 2017) announced its decision to accept the Seventh Central Pay Commission recommendations in this regard fixing House Rent Allowance @ 30% for places with population of 50 lakhs + and @ 20% for places with population of 5 – 50 lakhs and @ 10% for places having less than 5 lakhs population with a minimum House Rent Allowance of not less than ₹ 5,400, ₹ 3,600 and ₹ 1,800 for the above categories. Government of India has also decided that these rates will be revised upwards when Dearness Allowance cross 25% and 50% respectively.

Keeping in view the above, the Commission recommends that the quantum of the ‘minimum’ and ‘maximum’ House Rent allowance be raised when the Dearness Allowance crosses 25%, and also when the Dearness Allowance crosses 50%, as below:-

| When DA crosses 25% | When DA crosses 50% |
|---|---|
| (i) 15% of Basic Pay subject to a minimum of ₹ 3,500 and a maximum of ₹ 8,800 per month | (i) 15% of Basic Pay subject to a minimum of ₹ 3,900 and a maximum of ₹ 10,400 per month |
| (ii) 12 ½ % of Basic Pay subject to a minimum of ₹ 2,800 and a maximum of ₹ 7,200 per month | (ii) 12 ½ % if Basic Pay subject to a minimum of ₹ 3,400 and a maximum of ₹ 9,000 per month |
| (iii) 10% of Basic Pay subject to a minimum of ₹ 2,300 and a maximum of ₹ 5,800 per month | (iii) 10% of Basic Pay subject to a minimum of ₹ 2,700 and a maximum of ₹ 7,200 per month |

LICENCE FEE

10.6.1 The Commission examined the existing mode of recovery of license fee from government employees who are allotted and are occupying government residential accommodation/quarters and notes that there are specific provisions under F.R. 44, read with S.R. 26, of the Meghalaya Fundamental Rules & Subsidiary Rules, 1984 which lay down the procedure for assessment, reduction or remission of rent/license fee, etc. The Commission also notes that these provisions have been incorporated in Finance Department O.M. No. Fin.57/70/50 dated 13th November, 1970 but have not been always adhered to by the Departments.

10.6.2 On the other hand, the Commission notes that, for reasons not clearly specified, Government has been regulating the rental in terms of fixed amounts, though large amounts are spent from the public exchequer on creation and maintenance of Government accommodation. The recovery of license fee was not very

encouraging as seen from the figures of receipt of licence fee for last three years furnished by the Directorate of Accounts and Treasuries, namely,

- (i) For the year 2013 – 2014 : ₹ 16,64,988.00
- (ii) For the year 2014 – 2015 : ₹ 26,49,101.00
- (iii) For the year 2015 – 2016 : ₹ 31,10,731.00

- 10.6.3 The Commission also notes that many Government quarters in rural areas are being used by government employees without paying any licence fee/rent, but specific orders for exemption/remission of license fee/house rent were not issued by the competent authority, as required under the F.Rs. & S.Rs.
- 10.6.4 The Commission, therefore, **recommends that, henceforth, licence fee/rent for allotment of Government accommodation/quarters should be regulated in terms of the provisions of the F.Rs. & S.Rs and the standing guidelines under reference should be adhered to in all cases in terms of the orders contained in Finance Department's O.M. No. Fin.57/70/50 dated 13th November, 1970.**
- 10.6.5 **Whenever authorities concerned finds it expedient and necessary so to do, rent-free accommodation may be provided under specific orders to be issued by the competent authority, in exercise of the powers conferred under the F.Rs. & S.Rs. The responsibility to determine what should be the level of rent and/or who should be allowed reduction/remission of rent or given rent-free accommodation be left at the discretion of the Administrative Departments concerned.**

HILL COMPENSATORY ALLOWANCE

- 10.7.1 The erstwhile composite State of Assam introduced the concept of Hill Allowance to attract people from the plains to serve in the hill areas. It was admissible to employees posted outside a radius of 25 km. of Shillong. For those posted within a radius of 25 km. of Shillong, the employees were allowed Shillong Compensatory Allowance to compensate for the high cost of living in Shillong.
- 10.7.2 The First Meghalaya Pay Commission observed that since Meghalaya had become a separate State and there were considerable improvements in road communications and other infrastructural facilities, this allowance was no longer necessary. Yet it was of the opinion that there was a case for offering certain incentives to the employees to encourage them to serve in the remote and less developed areas of the State and recommended merging of the two allowances as they served the same objective.
- 10.7.3 Accordingly, all State Government employees were allowed to draw Hill Allowance on the basis of percentage of basic pay at separate rates for those working at Shillong and places within a radius of 16 km. thereof, for those

working at the District Headquarters of Jowai and Tura and places within a radius of 16 km. thereof, and for those working in other places.

- 10.7.4 This Commission observes the changes that have taken place concerning the grant of this allowance over the years on the recommendations of the Second, Third and Fourth Meghalaya Pay Commissions, one of them being the change in the name of Hill Allowance to Hill Compensatory Allowance and the other being the mode of payment of this allowance at a flat rate for all government employees including the members of the All India Services serving in the affairs of the State Government, irrespective of the place of postings.
- 10.7.5 After careful examination of all aspects of the matter, **the Commission recommends that the rate of Hill Compensatory Allowance be raised to double the existing amount, that is, from ₹ 300.00 per month to ₹ 600.00 per month for all categories of employees, including members of the All India Services.**

WINTER ALLOWANCE

- 10.8.1 Winter Allowance was introduced in 1948 by the erstwhile Government of Assam to compensate government employees from the rigours of winter at higher altitudes. This allowance was admissible for a period of October to February (5 months), with the rates having relevance to pay range. Successive Meghalaya Pay Commissions have recommended this allowance, albeit with certain changes.
- 10.8.2 The Commission notes that certain changes had taken place regarding the payment of this allowance, such as the periodicity of the allowance being limited to four months, payable at a flat rate from November to February to State Government employees stationed at places with an elevation of 1000 metres above mean sea level, including members of the All India Services, irrespective of the pay range.
- 10.8.3 After careful examination of the matter, **the Commission recommends that the existing flat rate of Winter Allowance of ₹ 400.00 per month be doubled to ₹ 800.00 per month, other conditions remaining the same.**
- 10.8.4 The Commission has also examined the submission of the Meghalaya Pensioners' Association for grant of Winter Allowance to the pensioners/family pension holders. After due consideration, **the Commission recommends the grant of Winter Allowance to a pensioner/family pension holder whose residence is located in a station where the allowance is drawn by the State Government employees, on production of residential certificate, at ₹ 800.00 per month.**

TRAVELLING ALLOWANCE

10.9.1 The Meghalaya Fundamental Rules, 1984 define Travelling Allowance as an allowance granted to meet personal expenditure necessitated by the special circumstances in which the duty is performed and that the allowance does not on the whole constitute a source of profit to the recipient. Travelling Allowance is granted to a government employee to cover the expenses incurred by him for his travel on tour or transfer in the interest of public service. It comprises the following:-

- (i) Road mileage for road journey otherwise than by bus/public transport.
- (ii) Fare for journeys by rail/road/air/sea.
- (iii) Daily Allowance for the entire period of absence from headquarters including journey period.

10.9.2 The Commission examined the existing entitlements of government employees for the purpose of drawal of travelling allowance (with the All India Service Officers in the Senior Scale being treated as Grade – I employees irrespective of their pay) and recommends the classification of the grades of government employees, in the context of the recommended New Pay Structure, as follows –

| | |
|-------------------|---|
| (i) Grade – I | All employees drawing pay of ₹ 71,600.00 per month and above. |
| (ii) Grade – II | All employees drawing pay of ₹ 39,400.00 per month and above but below ₹ 71,600.00 per month. |
| (iii) Grade – III | All employees drawing pay of ₹ 19,000.00 per month and above but below ₹ 39,400.00 per month. |
| (iv) Grade – IV | All employees drawing pay of ₹ 19,000.00 per month and below. |

PERMANENT / FIXED TRAVELLING ALLOWANCE

10.10.1 A monthly Permanent Travelling Allowance is granted to a government employee, whose duties require him/her to travel extensively. The allowance is payable in lieu of all other forms of travelling allowance for journeys within the Government employee's sphere of duty and is drawn all the year round, irrespective whether the employee is away from his/her headquarters or not.

10.10.2 **This Commission**, while agreeing with the Fourth Pay Commission's analysis of basic factors, such as, scale of pay of the post(s), nature of duties and responsibilities, extent of the area of jurisdiction, number of days of travel while on tour, fare and/or mileage charges including expenses on food and boarding, **recommends that the existing structure of Permanent Travelling Allowance payable to government employees (in lieu of all others forms of travelling allowance), whose duties require them to travel**

extensively, irrespective of whether the employees concerned stay away from the headquarters or not, may continue with the following modifications:

| Category of Officials | Admissible Permanent / Fixed T.A. |
|---|--|
| <p>(a) <u>Local Audit Department</u> (i) Audit Officer (ii) Auditor (iii) Assistant Auditor (iv) Peon</p> | <p>15.00% of the minimum of their Pay Level rounded off to nearest ₹ 100.00</p> |
| <p>(b) <u>Education Department</u> Sub-Inspectors of Schools</p> <p>(c) <u>Community & Rural Development Department</u> Gram Sevak/Sevika</p> <p>(d) <u>A.H. & Veterinary Department</u> Veterinary Field Assistant</p> <p>(e) <u>Sericulture & Weaving Department</u> (i) Sericulture Demonstrator (ii) Weaving Demonstrator (Handloom)</p> <p>(f) <u>Agriculture Department</u> Agriculture Demonstrator/Fieldman</p> <p>(g) <u>Horticulture Department</u> Horticulture Demonstrator</p> <p>(h) <u>Health & Family Welfare Department</u> (i) Auxiliary Nurse Midwife (ANM) (ii) Lady Health Visitor (LHV)</p> <p>(i) <u>Forest & Environment Department</u> Forest Ranger</p> <p>(j) <u>Soil & Water Conservation Department</u> Soil & Water Conservation Ranger</p> <p>(k) <u>Labour Department</u> Inspector of Labour</p> <p>(l) <u>Public Works Department</u> Section Assistant</p> | <p>10.00% of the minimum of their Pay Level rounded off to nearest ₹ 100.00</p> |

MILEAGE ALLOWANCE

10.11.1 The Commission notes that Mileage Allowance is payable on the basis of the journey made, that is, whether by road, railways, air, sea or by river steamer. Having considered all aspects, the Commission observes and recommends –

I. Journey by Road: In case of journey by Government allotted vehicle or by own vehicle, including hired vehicle, the mileage allowance for different class of vehicles are calculated and provided at different rates by the Government from time to time.

The Commission is of the opinion that the existing provisions are adequate and recommends that status quo be maintained.

II. Journey by Railways: A government employee travelling by railway is entitled to the class of accommodation according to the Grade to which one belongs. **This Commission recommends the following:**

| Grades of Government employees | Travel Entitlement |
|--------------------------------|---|
| (1) | (2) |
| (i) Grade – I | Accommodation in AC-I Class. |
| (ii) Grade – II | Accommodation in 2-Tier AC Sleeper/ First Class. |
| (iii) Grade – III | Accommodation in 3-Tier A.C. Sleeper/A.C. Chair Car. |
| (iv) Grade – IV | Accommodation in AC Sleeper Class or non AC Second Class. |

III. Journey by Air: Travel by air is permissible to all officers of the All India Services in the Senior Grade and Grade-I Officers of the State Government. For others, air journey is restricted to special circumstances and subject to Government approval.

10.11.2 While status quo may be retained in respect of the existing entitlements, **the Commission recommends that, in the changed circumstances where many of the airlines now do not have Business classes, only Economy Class travel by air on Apex Fare be prescribed, provided that reservation cost for premium seats should also be borne by Government.**

INCIDENTAL CHARGES

10.12.1 **The Commission** examined the existing provisions of the Meghalaya Travelling Allowance Rules, 1983 (as mended) relating to the entitlements of a Government employee to Incidental Charges for different journeys, vis-a-vis the proposals of the Administrative Rules and Regulation Revision Advisory Committee (ARRRAC) and **recommends the following-**

- (i) Incidental charge for Journey by Road: Incidental equivalent to the normal Daily Allowance admissible for journeys within the State, irrespective of the fact whether night halt was within or outside the State, to continue unchanged.
- (ii) Incidental charge for Journey by Railway: Incidental for journeys by rail, other than on transfer, at the rate of one full Daily Allowance for every 12 (twelve) hours of train journey, including break in between for change of trains or part thereof, to continue unchanged.
- (iii) Incidental charge for journey by Air: For a government employee who is entitled to air journey on tour or authorised to travel by air on tour, the existing entitlement to mileage allowance equal to one standard air fare for the journey, plus allowance for incidental expense in terms of normal daily allowance for the day of journey (if both the starting point and destination or either of the two is outside the State and half daily allowance if both are within the State) to continue unchanged.
- (iv) Re-imburement of the actual taxi fare for journeys from airport to duty point and vice-versa. Where the journey is performed by a vehicle belonging to the Government, any Government Corporation/Undertaking or any other organization or travel-operator, for the use of which the Government employee does not incur any expenditure, no incidental costs shall be admissible.

CONVEYANCE ALLOWANCE

- 10.13.1 Conveyance Allowance, as distinguished from the Mileage Allowance, is a monthly allowance granted to certain categories of government employees who are entitled to allotted government vehicle and who are required to travel intensively within 8 km. of their headquarters in the discharge of their duties, under conditions which do not entitle them to Travelling Allowance/Daily Allowance.
- 10.13.2 The Commission examined the existing conditions of this allowance, vis-à-vis the recommendations of the Administration Rules and Regulation Revision Advisory Committee (ARRRAC) and **recommends the following:**
 - (a) **The existing terminology of Conveyance Allowance to remain unchanged.**
 - (b) **Re-imburement of P.O.L. to officers for journeys performed in the exigencies of public service, subject to the existing ceilings, to remain unchanged.**
 - (c) **Government to review the existing arrangements for hiring of vehicles by entitled Government employees keeping in view the requirement to perform official journeys where no Government vehicle is allotted to them.**

- (d) The rate of Conveyance Allowance for the Estate Assistant, Office of the Estate Officer (GAD) be increased from ₹ 300.00 per month ₹ 600.00 per month.

DAILY ALLOWANCE

- 10.14.1 The Commission examined the ground realities and the existing rates of Daily Allowance last revised in 2009 and, keeping in view the recommendation of the Administration Rules and Regulation Revision Advisory Committee (ARRRAC) ARRRAC, **100% increase over the existing rates is recommended, across the board, as shown in the table below:-**

| Grade of employee | Within the State | | Outside the State but within N.E. Region | | Outside the N.E. Region | |
|-------------------|------------------|-------------|--|-------------|-------------------------|-------------|
| | Existing | Recommended | Existing | Recommended | Existing | Recommended |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| Grade I | ₹ 240 | ₹ 480.00 | ₹ 400.00 | ₹ 800.00 | ₹ 600.00 | ₹ 1200.00 |
| Grade II | ₹ 180 | ₹ 360.00 | ₹ 300.00 | ₹ 600.00 | ₹ 400.00 | ₹ 800.00 |
| Grade III | ₹ 120 | ₹ 240.00 | ₹ 200.00 | ₹ 400.00 | ₹ 300.00 | ₹ 600.00 |
| Grade IV | ₹ 100 | ₹ 200.00 | ₹ 180.00 | ₹ 360.00 | ₹ 280.00 | ₹ 560.00 |

- 10.14.2 **Out-station employees:** The Commission recommends that out-station Government employees belonging to the different grades above, who are on tour to Shillong, be allowed Daily Allowance at the rates specified for those who are on tours to places outside the State but within the North-East Region.
- 10.14.3 **Actual Lodging Expenses:** Revised Actual Lodging Expenses not exceeding the amount shown in the Table below is recommended for officials on tour outside the State, who have to stay in commercially run Hotels/Tourist Bungalows, subject to production of receipts:-

| Grades of Government employee | Kolkata/New Delhi/ Mumbai/Chennai/ Bengaluru/Hyderabad | Other places |
|-------------------------------|--|--------------|
| (1) | (2) | (3) |
| Grade I | ₹ 3,500.00 | ₹ 3,000.00 |
| Grade II | ₹ 3,000.00 | ₹ 2,500.00 |
| Grade III | ₹ 2,500.00 | ₹ 1,500.00 |
| Grade IV | ₹ 1,500.00 | ₹ 1,000.00 |

TRANSFER TRAVELLING ALLOWANCE

- 10.15.1 Travelling on transfer has four components:
- Travel entitlement as on tour.
 - Composite Transfer and Packing Grant.

- (c) Re-imburement of charges on transportation of personal effects.
 - (d) Re-imburement of charges on transportation of conveyance.
- 10.15.2 The Commission examined the modalities relating to the grant of Transfer Travelling Allowance and recommends that the existing provisions for payment of one month's basic pay as Composite Transfer Grant, including reimbursement of expenses for carriage of personal effect, conveyance, etc., to employees on transfer in the interest of public service, within the State, within the North-East Region or outside the North-East, may remain unchanged.
- 10.15.3 The Commission also notes that, as in the case of the serving government employee, a retiring government employee is entitled for himself and his family the Transfer Travelling Allowance, reimbursement of charges on transportation of personal effects, reimbursement of Conveyance and Composite Transfer grant equal to last month's basic pay drawn, from his last headquarters to his declared hometown and only half of the allowances is admissible if he is living alone.
- 10.15.4 **The Commission recommends that status quo be maintained.**

**TRAVELLING ALLOWANCE FOR FAMILY OF DECEASED
GOVERNMENT EMPLOYEE**

- 10.16.1 The Commission notes that Travelling Allowance is also admissible to the family of a deceased government employee in the event of his/her demise while on service. In case the government employee was living alone, one half of the allowance will be admissible to the family.
- 10.16.2 **The Commission recommends that status quo be maintained.**

**TRANSPORTATION OF DEAD BODIES AND TRAVELLING
ALLOWANCE**

- 10.17.1 The Commission notes that Government O.M. No. FEM.51/86/17 dated 13.11.1986 provides that the Government "*will bear the actual expenses for transportation of dead body of the V.I.Ps and government servants and one of their family member will be allowed Travelling Allowance (without halting allowance and incidentals) for the journey by air/steamer/rail/road between places of death and places of last rites to accompany the dead body. This will not be adjusted against the entitlement of the members of family of the deceased available under the relevant Travelling Allowance rules after death or demission of office. It has also been decided that such a member of the family will also be allowed Travelling Allowance (without halting allowance and incidentals) for the journey by air/steamer/rail/road from the place he/she commences such journey to the place of death.*"

- 10.17.2 After due consideration, **the Commission recommends continuation of this facility but travelling allowance without haltag and incidentals may be allowed to 2 (two) of the family members of the deceased accompanying the dead body, instead of 1 (one).**

NON-PRACTISING ALLOWANCE

- 10.18.1 Prior to 1979 the Medical Officers were granted Non-Practising Allowance in lieu of private practice with the sole purpose to encourage them to serve with dedication in government hospitals and other health centres in the interest of public service.
- 10.18.2 All the previous Pay Commissions were of the view that grant of Non-Practising Allowance would lead to violation of its spirit and also dampens the morale of other employees. Members of the various services like Engineering Service, Veterinary doctors, etc., had submitted representations to the previous Pay Commissions for the grant of this allowance which were not found justified and accordingly the Commissions decided that the grant of Non-Practising Allowance does not merit consideration.
- 10.18.3 This Commission also received submissions from some Service Associations for revival of Non-Practising Allowance. After careful consideration, **the Commission finds no reason to disagree with the recommendations of the earlier State Pay Commissions and, therefore, maintains that the grant of Non-Practising Allowance does not merit consideration.**

MESSING AND UNIFORM ALLOWANCE

- 10.19.1 The Commission received representation for revising the existing rate of Nurses Messing and Uniform allowance. The matter was discussed with senior officials of the Health & Family Welfare Department who proposed to raise the Uniform Allowance for Nurses to ₹ 5,000/- as Initial Grant and ₹ 2,500/- for the subsequent years, vis-à-vis their suggestion for providing different types and different amount as Nurses' Uniform Allowance for different regions of the State, based on ethnic considerations.
- 10.19.2 **The Commission is of the view that Nurses' Uniforms need to be standardized for all places in the State, so as to ensure that the uniforms were user-friendly, simple and smart. Ethnic considerations in regard to Uniform, as suggested by the Department are fraught with consequences that may have far-reaching effects on other Services.**
- 10.19.3 The Commission also notes from the interaction with the Department that only one set of uniform is given to the Nurses on their entry into service. As the uniform gets worn off, the Nurses replace the uniform by bearing the cost themselves.

10.19.4 With regard to Messing Allowance, the Department explained that the quantum of the Allowance at present is based on the prevailing price of the essential food items.

10.19.5 The Meghalaya Government Nursing Service Association has submitted for grant of Nursing Allowance @ ₹ 3,600.00 p.m. for the reason that they are required to work on Public Holidays including Saturdays and Sundays and compensation for holidays foregone, apart from being available only to Group 'C' and 'D' employees, is often not paid as per the Scheme. They further stated that Nursing Allowance was being granted by the Central Government and some other State Governments to the Nursing staff and that the 7th CPC had recommended increase in the quantum of Nursing Allowance.

10.19.6 ***The Commission notes that the Seventh Central Pay Commission had analyzed and recommended as follows –***

“Uniforms are an essential functional requirement. Hence the need for provision of the same, either in kind or cash, is well recognized. However, the mode of provisioning should be simple and easily implementable in the field.

The Commission finds merit in most of the demands raised. The renewal period of three years is, indeed, on the higher side. The reimbursement procedure does need to be simplified.

Grant of Uniform Allowance to PBORs will free them from having to deal with ill-fitting uniforms and enable them to acquire suitable ones, thereby eliminating needless dissatisfaction.

It is thus recommended that uniform related allowances be subsumed in a single Dress Allowance (including shoes) which will be payable at the following rates:

| <i>Dress Allowance</i> | |
|-----------------------------|------------------------|
| <i>Category of Employee</i> | <i>Amount per year</i> |
| <i>Civilian Nurses</i> | <i>₹ 15,000.00</i> |

- Allowances related to maintenance/washing of Uniform are subsumed in Dress Allowance and will not be payable separately.*
- The amount of Dress Allowance should be credited to the salary of employee directly once a year in July.*
- This allowance covers only the basic uniform of the employee.*
- These rates of Dress Allowance will go up by 25 percent each time Dearness Allowance rises by 50 percent.*

Nursing Allowance –

Nursing Allowance is the composite term used for four allowances granted to nursing personnel: Nursing Allowance, Uniform Allowance, Washing Allowance and Messing Allowance, presently granted at the following rates:-

| | (₹ per month) |
|-------------------|---------------|
| Nursing Allowance | 4800 |
| Uniform Allowance | 750 |
| Washing Allowance | 450 |
| Messing Allowance | 75 |

The Commission is of the view that Nursing Allowance is already at an appropriate level. Hence, no change in the rate of Nursing Allowance is recommended. However, the rate of Nursing Allowance will go up by 25 per cent each time the DA rises by 50 per cent.

Uniform Allowance and Washing Allowance have been subsumed in the newly recommended Dress Allowance for Nurses and will not be payable separately.

Messing Allowance is petty in nature. It is recommended that it should be abolished”.

The Government of India has approved the recommendation of the 7th CPC on various allowances, including Dress Allowance, an extract of which is given below:

“Recommendations in respect of some important allowances paid to Nurses & Ministerial Staff of Hospital:

- i. Existing rate of Nursing Allowance has been increased from ₹4800 per month to ₹7200 per month.”

10.19.7 **Taking into consideration the position as indicated above, as well as the limited availability of State Resources, the Commission recommends as follows:**

| | | |
|-------|---|---|
| (i) | Uniform Allowance – a. Initial Grant be increased to b. Subsequent years be increased to | ₹ 5,000.00 ₹ 2,500.00 per year |
| (ii) | Messing Allowance be increased to | ₹ 1,400.00 per month |
| (iii) | Nursing Allowance be introduced | @ ₹ 2,400.00 per month |

SHIFT ALLOWANCE

10.20.1 The Commission notes that on the recommendation of the 4th MPC, the State Government sanctioned Shift Allowance @ ₹ 2,000/- per month to the Lecturers of Government Colleges/Deficit Colleges. The existing conditions for grant of this allowance are as follows:-

- (a) Lecturer(s) holding regular appointment in the sanctioned post to be allowed shift duties but not more than one shift.

(b) The shift duties may be allowed in the College where the Lecturer holds the appointment and/or any other College.

10.20.2 The Commission received representation pleading for raising the rate of this allowance. The arising issues were discussed with the Principal Secretary, Education Department and the Director of Higher & Technical Education.

10.20.3 The Commission notes that as per data provided by Education Department on the number of such Government Colleges and Deficit Colleges in the State, the total expenditure for the last three years as well as the total percentage of successful students during the same period are as follows:-

| Sl. No. | Year | Government Colleges | | Deficit Colleges | |
|---------|---------|----------------------------------|--------|----------------------------------|--------|
| | | Total Shift Allowance (in lakhs) | Pass % | Total Shift Allowance (in lakhs) | Pass % |
| (1) | (2) | (3) | (4) | (5) | (6) |
| 1. | 2013-14 | 1.76 | 74.41% | 78.22 | 73.51% |
| 2. | 2014-15 | 1.71 | 55.45% | 84.43 | 74.30% |
| 3. | 2015-16 | 2.12 | 42.75% | 95.87 | 66.30% |

10.20.4 After due consideration, the Commission recommends that Shift Allowance be raised to ₹ 4000/- pm.

TRAINING INSTITUTION ALLOWANCE

10.21.1 Training Institution Allowance was introduced in 1987 on the recommendation of the Second Meghalaya Pay Commission as an incentive to government employees who were posted on transfer to training institutions as trainers/instructors. The Third Meghalaya Pay Commission received submissions for extending the benefit of this allowance also to the officers and staff appointed in the Institution itself. Observing that it is not the general policy of the Government to give Training Institution Allowance to officers and staff performing normal duties, it found no adequate reasons to recommend any change in the existing policy. The rate of this allowance was granted at 10% of the basic pay subject to a maximum of ₹ 500/- per month.

10.21.2 The Fourth Meghalaya Pay Commission recommended continuance of Training Institution Allowance at 10% of the basic pay without upper ceiling.

10.21.3 This Commission finds no reason to change the existing rate and terms and conditions of Training Institution Allowance as recommended by the Fourth Meghalaya Pay Commission.

- 10.21.4 **The Commission, therefore, recommends that the rate of the allowance be kept at 10% of the revised basic pay, without any ceiling. However, keeping in view the quantum of increase of the Revised Pay Structure, the Commission further recommends that this allowance be made admissible only to those government employees posted on transfer as Trainers/Instructors in Institutions which may be notified as Training Institutions by a competent authority, namely, the Administrative Department concerned with the concurrence of the referral departments, namely, Personnel and Finance Departments.**

OVERTIME ALLOWANCE FOR WORK ON PUBLIC HOLIDAYS

- 10.22.1 The Commission notes that a number of Service Associations, Groups of employees, etc., have pleaded for grant of Overtime Allowance to those employees who are required to work beyond the normal office hours or to attend office during public holidays, including Saturdays and Sundays.
- 10.22.2 The Commission notes that certain categories of Government employees, (like those engaged in life saving services or those connected with maintenance of law and order, et all), have by the very nature of their duties, to render service on Public holidays including Saturdays and Sundays, usually on rotation basis.
- 10.22.3 **The Commission, however, feels that the existing Scheme for compensation for holidays forgone is adequate but notes that most Departments/Offices are not able to implement it in a regular manner for reason that they have no budgetary support.**
- 10.22.4 **The Commission, therefore, recommends that State Government should ensure that all Departments provide adequate funds in their annual budget to meet the cost of compensating their employees as per the norms of the Scheme for Compensation for Holidays foregone.**

OVERTIME ALLOWANCE FOR EMPLOYEES OF THE GOVERNMENT PRESS

- 10.23.1 The Commission notes that the Government Press of Printing & Stationery Department consists of three Wings, namely, the Press Wing, the Stationery Wing and the Ministerial Wing. Overtime Allowance is being granted only to the employees of the Press Wing who are industrial employees as defined under the Factories Act 1948. These employees should have been paid wages as may be fixed for such purpose, but they have been allowed to draw the State Pay Scales and Allowances.
- 10.23.2 The Commission notes from the submission made by the Department that these employees have all along been paid Overtime Allowance calculated on the basis of Pay and all Allowances in continuation of the practice existing

before the inception of the State of Meghalaya, as adapted from the erstwhile Assam Government.

- 10.23.3 **Taking note of the ground realities, the Commission recommends that the under-mentioned formula should be the basis for calculation of this allowance:-**

$$\text{Over Time Allowance per hour} = \frac{\text{Actual Pay at the minimum of their Pay Level plus DA, if any}}{\text{No. of Working Days} \times \text{No. of Working Hours per day, per month}}$$

- 10.23.4 **The Commission also recommends an overtime allowance of ₹ 3,000.00 per month for the Drivers of Meghalaya Houses, New Delhi and Kolkata.**

RATION ALLOWANCE

- 10.24.1 The Commission notes that Ration Allowance is granted to the Police and Home Guards and Civil Defence personnel with an aim to meet their basic nutritional requirements to help them maintain a state of constant physical fitness. Ration Allowance includes a cost of free ration of various food items. These food items have been carefully chosen on the basis of the calorific value and the intake that each person requires in order to keep himself physically fit.
- 10.24.2 After considering the Submission made by Home (Police) Department for revision of the rates of this allowance the Commission referred to the justifications for enhancement of this Allowance as proposed by the Department and desired the Department clarify whether it proposes to compensate 100 per cent or a lower percentage of the cost of the specified rations, calculated at market prices, keeping in view that the proposed increase is almost 400 % of the existing rates.
- 10.24.3 The Commission also suggested that the Department may work out the calorific content of Rations that they seek to provide their personnel, keeping in mind the estimation of calorific needs in terms of the well-accepted Aykroyd formula for determining minimum pay, and submit a formal proposal indicating the following:
- (a) The total calorific value sought to be provided to each of their men.
 - (b) The components of food sought to be given for providing such calorific value and the market costs thereof.

- (c) Whether it is proposed to provide 100% of such cost at market value or what portion percentage of such cost is sought to be subsidized?

In response, Home (Police) Department submitted a detailed revised proposal, which has been examined and considered by the Commission.

- 10.24.4 The proposal for revision of this allowance received from the Departments concerned and the comparative rates of the allowance prevailing in a few other States are reflected in the Statement below:

| Sl. No. | Existing provisions/rates | Rates sanctioned by other States Government | Proposal for revision received from the Departments of the State Government |
|---------|---|---|--|
| (1) | (2) | (3) | (4) |
| 1. | <p>(1) Home (Police)</p> <p>(a) Armed Branch – ₹ 840.00 p.m.</p> <p>(b) Unarmed Branch – ₹ 660.00 p.m.</p> <p>(2) Home (C.D & Home Guards)</p> <p>(a) Border Wing H.G. – ₹ 500.00 p.m. (upto the rank of Subedar)</p> <p>(b) Secretariat H.G. – ₹ 200.00 p.m.</p> | <p>1. Government of Tripura:</p> <p>Ration Allowance admissible to certain categories of uniformed personnel' belonging to Home (Police/ Fire Service/ Jail) Departments are as follows:-</p> <ol style="list-style-type: none"> 1. Police/TSR Personnel upto and including the rank of Inspector of Police ₹ 600/- p.m. 2. Non-Gazetted Operational Personnel of Fire Service Organisation upto and inclusive of the rank of Station Officer ₹ 600/- per month. 3. Member of the Home Guard Volunteers of Tripura Home Guard Organisation ₹ 500/- per month. 4. Non-gazetted Watch and Ward Staff of the Jail Department upto the rank of Jailor ₹ 600/- per month. <p>2. Government of Mizoram:</p> <p>Ration Money to Police Personnels, Home Guards and Jailors/Warders sanctioned by the State Government of Mizoram is as shown below:-</p> <ol style="list-style-type: none"> (i) Police personnel - ₹ 650/- p.m (effective from 1.9.2008) (ii) Home Guard personel ₹ 550/-p.m (effective from 11.12.2009) (iii) Jailors/Warders - ₹ 250/- p.m. <p>The rates will continue until further orders.</p> <p>Note: This Allowance has not been revised along with the revised pay structure. The existing rate shall continue.</p> | <p>(1) Home (Police) Department:</p> <p>The Department has furnished a comprehensive report on the Standard Calorific intake for Active Police personnel.</p> <p>They have requested the Commission to consider revision of the rates of Ration Allowance as follows:-</p> <ol style="list-style-type: none"> (a) Armed Branch from the existing rate of ₹ 840/- p.m. to ₹ 3,000/- p.m. (b) Unarmed Branch from the existing rate of ₹ 660/- p.m. to ₹ 3,000/- p.m. <p>(2) Home (Civil Defence) & Home Guards:</p> <p>As far as Civil Defence & Home Guards are concerned the Officials of the Department have sought for parity in Ration Allowance with Home (Police) personnel.</p> |

| | | |
|--|--|---|
| | | <p>3. Government of Kerela:</p> <p><u>Fire & Rescue Services</u> ₹</p> <p>Fireman Driver-cum-Pump Operator – 150 Driver Mechanic – 150 Leading Fireman – 150 Fireman – 150 Fireman Gr.I & Gr.II – 150 Station Officer – 150 Assistant Station Officer – 150</p> <p><u>Police (Telecommunication Unit)</u></p> <p>Sub-Inspector – 250 Assistant Sub-Inspector – 250 Head Constable (Operator) – 250 Police Constable – 250</p> <p><u>Police (Dog Squad)</u></p> <p>Sub-Inspector – 250 Senior Civil Police Officer – 250 Civil Police Officer – 250</p> <p><u>Police (Armourer)</u></p> <p>Armourer Sub Inspector – 250 Armourer Assistant Sub-Inspector – 250 Armourer Senior Civil Police Officer – 250</p> <p><u>Police (District Crime Intelligence Bureau)</u></p> <p>Sub Inspector – 250 Senior Civil Police Officer – 250 Civil Police Officer (DCIB), Tvm City – 250</p> <p><u>Police (Personal Guard)</u></p> <p>Sub Inspector (Reserve Sub Inspector/ Armed Police Sub Inspector) – 250 Senior Civil Police Officer – 250 Civil Police Officer – 250</p> <p><u>Police (Miscellaneous)</u></p> <p>Band Master (SI/Armed Police SI)–250 Brass Band Man/Orchestra Man/ Bugler Man – 250 Tailor (PC) – 250 Cinema Operator (PC) – 250 Station Writer (CPO)/Circle Writer (CPO)/Co-Clerk/Carpenter (PC)/ Motor Cleaner – 250</p> <p><u>Police (Police Personnel)</u></p> <p>Station House Officer – 250 Sub-Inspector – 250 Assistant Sub-Inspector – 250 Senior Civil Police Officer – 250 Civil Police Officer – 250 Driver (Sr CPO) – 250 Diver (CPO) – 250 Camp Follower – 250</p> <p><u>Police (Armed Police Battalion)</u></p> <p>Armed Police Inspector – 250 Armed Police Sub-Inspector – 250 Armed Police Assistant – 250 Sub-Inspector – 250 Havildar Civil Police Officer – 250</p> |
|--|--|---|

| | | |
|--|---|-------|
| | Driver (PC) | – 250 |
| | Driver (Head Constable) | – 250 |
| | <u>Police (Armed Reserve Police)</u> | |
| | Sub-Inspector | – 250 |
| | Assistant Sub-Inspector | – 250 |
| | Havildar | – 250 |
| | Civil Police Officer | – 250 |
| | Driver (PC) | – 250 |
| | Driver (HC) | – 250 |

10.24.5 The Commission also notes that the Seventh Central Pay Commission Recommendations are as follows:

“Ration Money Allowance (RMA) is paid to all personnel of Defence forces and non-gazetted personnel of CAPFs, Delhi Police, IB, A&N police and such personnel of Indian Reserve Battalions (IRBn) as are posted in Andaman and Nicobar Islands and don’t dine in the mess. The existing rate of this allowance is ₹95.52 per day for Non-Gazetted personnel and ₹79.93 per day for Gazetted personnel. Ration Money Allowance is revised periodically by Ministry of Defence and Ministry of Home for their personnel. Hence, it is proposed that status quo be maintained regarding the rates of this allowance”.

10.24.6 After due consideration of the position reflected above and the limited financial resources of the State, the Commission recommends that the existing rates be revised as follows:

(a) **Home (Police)**

- i. Armed Branch – ₹ 1,680.00 per month
- ii. Unarmed Branch – ₹ 1,320.00 per month

(b) **Home (C.D. & Home Guards)**

For Border Wing Home Guards (up-to the rank of Subedar) and the Meghalaya Secretariat Home Guards, same rate as proposed for the Armed Branch of the Police personnel, that is, ₹ 1,680.00 per month.

KIT ALLOWANCE / KIT MAINTENANCE ALLOWANCE

10.25.1 The Commission notes that Kit Allowance/Kit Maintenance Allowance is paid to the Police and Home Guards personnel to subsidise the expenditure incurred by them in buying their uniforms and their maintenance thereafter. While Kit Allowance is paid only to the personnel of gazetted rank, Kit Maintenance Allowance is an additional compensatory allowance payable also to the personnel of the lower rank in the forces.

10.25.2 The Commission notes that officials of the Prison Department are also drawing Kit Allowance and Kit Maintenance Allowance.

10.25.3 The proposals for revision of this allowance received from the Departments concerned and the comparative rates of the allowance prevailing in a few other States are reflected in the Statement below:

| Sl. No. | Existing provisions/rates | Rates sanctioned by other States Government | Proposal for revision received from the Departments of the state Government. |
|---------|--|--|--|
| (1) | (2) | (3) | (4) |
| 1 | <p>HOME (POLICE) – Kit Allowance:</p> <p>(i) State Police Service (Senior)/Superintendent of Police/Addl. Superin-tendent of Police/ Commandant/ Second-in-Command/ Superin tentend of Police (Communication) / Fire Adviser/Deputy Fire Adviser.</p> <p>(ii) State Police Service (Junior)/Deputy Superintendent of Police/Deputy Superintendent of Police (Communication)/ Deputy Superintendent of Police Cryptographer) /Assistant Commandant /Assistant Principal, Police Training Centre/Quarter Master.</p> <p>(a) Initial Grant – ₹ 4,000/-</p> <p>(b) ₹ 1,000/- for every 2 years</p> <p>Kit Maintenance Allowance:</p> <p>(i) All Officers of Gazetted Grade – ₹ 100.00 p.m.</p> <p>(ii) Others – ₹ 50.00 p.m. (50% weightage for Traffic Police personnel wearing white uniforms)</p> | <p>Government of Gujarat: Uniform Allowance and Washing Allowance are paid to Police Constables only at a fixed rate.</p> <p>Government of Tripura: Kit Maintenance Allowance: for uniformed personnel of Home (Police & Fire Service). For gazetted Officer – ₹ 75/- p.m. For non-gazetted Officers – ₹ 60/- p.m.</p> <p>Government of Mizoram: <u>Revised Rates are effective from 1.8.2010.</u> Kit/Kit Maintenance Allowance: Initial Grant (for Officers only) – ₹ 8,000.00. Renewal Grant (after 5 years: for Officers only) – ₹ 2,200.00. Kit Maintenance Allowance (for all ranks) – ₹ 160.00. Kit Maintenance Allowance (for Jailors and Warders) – ₹ 20.00.</p> <p>Government of Kerala: Uniform Allowance - Fire and Rescue Services Director (T)/Director (Administration) – ₹ 3,000 p.a. Fireman Driver-cum-Pump Operator – ₹ 4,500 p.a. Staff Car Driver of the Comandant General – ₹ 2,400 p.a. Station Officer, Fire & Rescue Service Academy, Thrissur – ₹ 4,000 p.a. Leading Fireman, Fire & Rescue Service Academy, Thrissur – ₹ 4,500 p.a. Driver Mechanic – ₹ 4,500 p.a. Leading Fireman – ₹ 4,500 p.a. Fireman – ₹ 4,500 p.a. Fireman Gr.I & Gr.II – ₹ 4,500 p.a. Station Officer – ₹ 4,000 p.a. Assistant Station Officer – ₹ 4,000 p.a. Asstt Divisional Officer – ₹ 3,000 p.a. Divisional Officer – ₹ 3,000 p.a.</p> | <p>HOME (POLICE): The Department proposed that the rate of this allowance for the Police personnel be raised as follows:- Kit Allowance: Initial Grant – ₹ 21,000/- Every 3 years – ₹ 4,500/- Maintenance Grant of – ₹ 375/- p.m.</p> <p>Kit Maintenance Allowance: (a) All Officers gazette – ₹ 500/- p.m. (b) Others – ₹ 300/- p.m.</p> <p>Traffic personnel be allowed to maintain 3 sets of uniforms for the reason that they are required to perform 8 hours duty on the road, exposing themselves to dust, sun, rain, pollution, etc.</p> |
| 2. | <p>HOME (CD) & HOME GUARDS – The existing rates admissible to the Home Guards personnel are given below :- Kit Allowance - Gazetted Officers (i) Initial grant – ₹ 4,000.00 (ii) ₹ 1,000.00 for every two years</p> <p>Kit Maintenance Allowance – (i) All Gazetted Officers – ₹ 100.00 p.m. (ii) Others – ₹ 50.00 p.m.</p> | | <p>Home (Civil Defence) & Home Guards: The Additional Chief Secretary, Civil Defence & Home Guards suggested that parity in rates of Kit Allowance & Kit Maintenance Allo-wance be considered for the Home Guards Person-nel as the Commission may recommend for the Police personnel.</p> |

| | | |
|----|---|---|
| 3. | <p>PRISON DEPARTMENT</p> <p>The existing rates of these allowances admissible to personnel of Prisons Department are given below</p> <p>Kit Allowance :</p> <p>Initial Grant for (i) Superintendent – ₹ 3,750/- (ii) Jailor/Assistant Jailor – ₹ 1,800/-</p> <p>Annual Grant thereafter for both categories – ₹ 900/- every year</p> <p>Kit Maintenance Allowance: (i) All Officers of Gazetted Grade – ₹ 100/- p.m. (ii) Others – ₹ 50/- p.m.</p> | <p>No submission from Prison Department</p> |
|----|---|---|

10.25.4 The Commission also notes that the Seventh Central Pay Commission’s Recommendations in this regard are as follows:

Analysis and Recommendations:

“Uniforms are an essential functional requirement. Hence the need for provision of the same, either in kind or cash, is well recognized. However, the mode of provisioning should be simple and easily implementable in the field. The Commission finds merit in most of the demands raised. The renewal period of three years is, indeed, on the higher side. The reimbursement procedure does need to be simplified. Grant of Uniform Allowance to PBORs will free them from having to deal with ill-fitting uniforms and enable them to acquire suitable ones, thereby eliminating needless dissatisfaction.

It is thus recommended that uniform related allowances be subsumed in a single Dress Allowance (including shoes) which will be payable at the following rates:

Dress Allowance

| <i>Category of Employee</i> | <i>Amount per year</i> |
|---|-------------------------------|
| <i>Officers of Army/IAF/Navy/CAPFs/CPOs RPF/ RPSF/IPS and Coast Guard.</i> | ₹ 20,000.00 |
| <i>MNS Officers, Civilian Nurses, Officers of DANIPS/ ACP of Delhi Police/Other Union Territories.</i> | ₹ 15,000.00 |
| <i>Executive Staff of Customs, Central Excise and Narcotics Department (both in summer and summer-cum-winter areas), ICLS Officers, Legal Officers in NIA, Bureau of Immigration Personnel (in Mumbai/Chennai/ Delhi/ Amritsar/Kolkata), PBORs of Defence services, CAPFs, RPF, Police forces of Union Territories and Indian Coast Guard, Station Masters of Indian Railways, SPG personnel.</i> | ₹ 10,000.00 |
| <i>Other Categories of Staff who are supplied uniform and are required to wear them regularly, like Trackmen, Running Staff of Indian Railways, Staff Car Drivers, etc.</i> | ₹ 5,000.00 |

- Allowances related to maintenance/washing of Uniform are subsumed in Dress Allowance and will not be payable separately.
- The amount of Dress Allowance should be credited to the salary of employee directly once a year in July.
- This allowance covers only the basic uniform of the employee. Any special clothing, like that provided at Siachen Glacier, or inside Submarines, or fluorescent clothing provided to trackmen of Indian Railways, or to IB personnel posted at high altitudes, will continue to be provided by the concerned ministry as per existing norms.
- Outfit Allowance, paid to Indian Foreign Service officers and employees will continue to be provided as before, enhanced by 50 percent.
- These rates of Dress Allowance will go up by 25 percent each time Dearness Allowance rises by 50 percent.
- While the Commission has recommended that other categories of staff who are supplied uniform and are required to wear them regularly should be provided Dress Allowance at the rate of ₹5,000 per year, the ministries/departments may take a decision on whether the rate should be ₹5,000 per year or ₹10,000 per year.”

10.25.5 After due consideration of the position reflected above and the limited financial resources of the State, the Commission recommends that the existing rates be revised as follows:

(1) **HOME (POLICE):**

Kit Allowance

- | | |
|------------------|------------------------------|
| a. Initial Grant | – ₹ 8,000.00 (non-recurring) |
| b. Every 3 years | – ₹ 3,000.00 (recurring) |

Kit Maintenance Allowance

- | | |
|--------------------------|----------------------|
| a. All Gazetted Officers | – ₹ 200.00 per month |
| b. Other ranks | – ₹ 100.00 per month |

Traffic personnel may be allowed to maintain 3 sets of uniforms for the reason that they are required to perform 8 hours duty on the road, exposing themselves to dust, sun, rain, pollution, etc.

- | | |
|----------------------------------|----------------------|
| c. Traffic Duty Gazetted Officer | – ₹ 300.00 per month |
| d. Traffic Duty- Other ranks | – ₹ 150.00 per month |

(2) **HOME (CD) & HOME GUARDS:**

For Border Wing Home Guards and Secretariat Duty Guards, the same rate of Kit/Kit Maintenance Allowances may be allowed, as recommended for the State Police personnel.

(3) **PRISON:**

Kit Allowance

a. **Initial Grant (non-recurring) -**

- i. For Superintendent – ₹ 8,000.00
- ii. Jailer/Assistant Jailer – ₹ 4,000.00
- iii. Other ranks – ₹ 3,000.00

- b. For all officers/other ranks – ₹ 3,000.00 (recurring)
Every 3 years

Kit Maintenance Allowance

- Superintendent/Jailer/ – ₹ 200.00 per month
Assistant Jailer
- Other ranks – ₹ 100.00 per month

10.25.6 The Commission also considered the submission of the Meghalaya Excise Officers Association for grant of Kit Allowance and Kit Maintenance Allowance. The Commission feels that the officials of the Excise Department, when on duty, should wear proper uniform, especially, during conduct of excise raids and other field duties. It, therefore, recommends the following:-

Kit Allowance –

a. **Initial Grant (non-recurring) -**

- i. For Superintendent / Deputy Superintendent – ₹ 8,000.00
- ii. Inspector/Assistant Inspector – ₹ 4,000.00
- iii. Other ranks – ₹ 3,000.00

- b. For all officers/other ranks every 3 years – ₹ 3,000.00 (recurring)

Kit Maintenance Allowance –

- i. For Superintendent / Deputy Superintendent – ₹ 200.00 per month
Inspector /Assistant Inspector – ₹ 100.00 per month
- ii Other ranks

The above allowance however is subject to the condition that the Department should make it mandatory for the officers of the rank of Superintendent of Excise and below to compulsorily wear the uniform while on duty.

DEPUTATION (DUTY) ALLOWANCE

- 10.26.1 The Commission notes that the State Government follows the scheme of Deputation (Duty) Allowance of the Government of India which provides that when a Government employee proceeds on deputation, he/she is entitled to Deputation Allowance at the rate of 5 percent of basic pay subject to the maximum of ₹ 2,000.00 per month for deputation within the same station and 10 percent of basic pay subject to the maximum of ₹ 4,000.00 per month for deputation not within the same station.
- 10.26.2 Keeping in view the profile of the New Pay Structure recommended by the Commission, as well as the recommendation of the 7th Central Pay Commission in this regard, **the Commission recommends that the rate of Deputation (Duty) Allowance be raised to 10% percent of basic pay subject to the maximum of ₹ 4,000.00 per month for deputation within the same station and 20 percent of basic pay subject to the maximum of ₹ 8,000.00 per month for deputation not within the same station.**

RISK ALLOWANCE

- 10.27.1 The Commission notes that the concept of granting Risk Allowance to some section of the State Government employees arose out of the State's conscious concern for compensating them for the risk to their life and limb in the discharge of their day-to-day duties, either by contamination or by contagion, or any other unavoidable exigency.
- 10.27.2 The Commission also notes that the State Government has been reviewing this scheme from time to time, with a view to confine its application to only such duties where there is actual risk.
- 10.27.3 During 1999 an Official Committee was set up to study the scheme. The Committee recommended that compensation to cover risk to health or life should be confined to situations where risk is inherent or continuous in the occupation itself.
- 10.27.4 The Fourth Meghalaya Pay Commission had also caused an in depth study of the scheme through an Expert Committee, which found that there was no certainty whether the grant of Risk Allowance would at all minimize the danger, if any, in the routine performance of duties, and in most cases its grant was not justified.
- 10.27.5 The Fourth Pay Commission had, therefore, recommended the following:
- a. Withdrawal of Risk Allowance.
 - b. Government to consider framing of appropriate guidelines for payment of compensation in terms of the provisions of Section 3 of the Workmen's Compensation Act, 1923 to employees who are in hazardous duties.

- c. Reduction in period of leave for treatment of Tuberculosis, Cancer and Leprosy to ten months keeping in view the improvement in modern medical treatment of these diseases. Further extension of the period of leave on specific recommendation of the State Medical Board.
 - d. Inclusion of HIV / AIDS as one of the fell diseases under S.R.114(1) of Meghalaya FRs & SRs.
 - e. Introduction of a Government Insurance Scheme to cover all employees.
- 10.27.6 **This Commission, further, notes that the Fourth Pay Commission's recommendations in this regard were not fully implemented by the State Government.** Consequently, Risk Allowance is still being paid to the identified categories of employees serving under various Departments.
- 10.27.7 **This Commission is of the view that if some government employee(s) are exposed to infection or contagion in their day-to-day work it would be more beneficial to provide full protection to them under an appropriate Risk Insurance Scheme,** rather than by granting a paltry amount as monthly Risk Allowance.
- 10.27.8 **This Commission, therefore, recommends that a High Power Committee may be constituted by the State Government to examine the modalities of the proposed State Employees' Health Risk Insurance Scheme and to complete this task and notify the scheme within a given time-frame of six months.**
- 10.27.9 **This Commission recommends that until such time as the State Employees' Health Risk Insurance Scheme is implemented, the existing government employees who are drawing Risk Allowance at existing rates be allowed to continue to draw the allowance at the same rate, in the revised Pay Structure.**
- 10.27.10 **This Commission recommends that the State Employees' Health Risk Insurance Scheme should preferably be implemented with effect from 01st April, 2018 and the grant of Risk Allowance should stand withdrawn with effect from the same date.**

RURAL ALLOWANCE

- 10.28.1 The Commission notes that Rural Allowance is being paid to Medical & Health Officers based on the location of their place of posting. Initially, the allowance was admissible only to the Medical & Health Officers serving in PHCs/CHCs but later the Dental Surgeons serving in the PHCs/CHCs were also brought within its scope of admissibility.

- 10.28.2 The Commission received representations from a large number of Service Associations/government employees requesting for coverage under Rural Allowance.
- 10.28.3 After careful consideration of all aspects of the matter, **the Commission notes that Rural Allowance was granted to the Medical & Health Officers as an incentive to them for having to serve in the rural areas but the grant of such allowance has, in no way, proved effective.**
- 10.28.4 **The Commission sees no reason for the continuance of this allowance and recommends that Rural Allowance may stand abolished with effect from the date of implementation of these recommendations.**

SPECIAL PAY

- 10.29.1 The Commission notes that Government has withdrawn Special Pay on the recommendation of the Fourth Meghalaya Pay Commission except in cases where it found that the duties and responsibilities attached to the posts are for handling cash/currencies. The Government has also decided that any future consideration for grant of Special Pay should be strictly in conformity with F.R.7(21) of the Meghalaya FRs & SRs, 1984.
- 10.29.2 The Commission also notes that at present, only the following employees are entitled to Special Pay at the rates indicated against each:

- (a) For Cashiers /Assistants handling cash –

| Amount of average monthly cash handled | Revised Rates of Special Pay |
|--|------------------------------|
| (1) | (2) |
| i. Up-to ₹ 10,000.00 | ₹ 200.00 per month |
| ii. ₹ 10,001.00 to ₹ 50,000.00 | ₹ 250.00 per month |
| iii. ₹ 50,001.00 to ₹ 1,25,000.00 | ₹ 300.00 per month |
| iv. ₹ 1,25,001.00 to ₹ 2,50,000.00 | ₹ 400.00 per month |
| v. ₹ 2,50,001.00 and above | ₹ 500.00 per month |

- (b) For Duftry detailed with Treasury and bank duties - ₹ 150.00 p.m.

- 10.29.3 **The Commission recommends –**
The Commission, therefore, recommends
- A The nomenclature of Special Pay may be changed to “Currency Handling Allowance.”**
- B The quantum of monthly cash handled to qualify for Currency Handling Allowance be redefined as follows:**
- a. For Cashiers and Assistants handling cash at monthly average of –**

| | <u>Currency Handling Allowance</u> |
|-----------------------|------------------------------------|
| Upto Rupees One lakh | - ₹ 400.00 per month |
| Above Rupees One lakh | - ₹ 600.00 per month |

- b. For Duftries detailed for Treasury / Bank duties - ₹ 200.00 per month

MOBILE PHONE AND INTERNET ALLOWANCE

- 10.30.1 The Fifth Meghalaya Pay Commission received suggestions regarding grant of Mobile Phone Allowance & Internet Allowance to certain officers of the State Government and has carefully looked into the matter, keeping in view the Central Government norms. **The Commission is of the view that the reimbursement of cost of mobile phone/internet connection and maintenance thereof is subject to the operational needs of the officers and the matter may be looked into by the competent authority in the State Government.**

COMPENSATORY ALLOWANCES IN RESPECT OF THE STATE GOVERNMENT EMPLOYEES STATIONED/POSTED IN OTHER STATES, INCLUDING THE NATIONAL CAPITAL

- 10.31.1 During the Hearings of the employees of the Meghalaya Houses held at Kolkata and Delhi, submissions were made for enhancement of the existing rates of Transport Allowance, among other things. The Commission notes that the employees serving in all the Meghalaya Houses, except those of the Meghalaya House at Mumbai, are being paid Transport Allowance at different rates as indicated below:

| | |
|----------|-----------------------------|
| Delhi | - ₹ 600.00 per month + D.A. |
| Kolkata | - ₹ 300.00 per month |
| Vellore | - ₹ 120.00 per month |
| Guwahati | - ₹ 120.00 per month |

(Those serving in the Meghalaya House at Mumbai are drawing City Compensatory Allowance of ₹ 300.00 p.m.)

- 10.31.2 The Commission was also informed by General Administration Department that the employees who are provided with residential quarters within the premises of the Houses are also drawing Transport Allowance although the purpose of the allowance is to compensate those who are required to commute from their place of stay to their work place in the discharge of their duties.
- 10.31.3 The Commission feels that drawal of such different allowances at different rates by employees stationed in more or less similar Classified Cities outside the State is not desirable. Rather, a single form of compensation for the higher

cost of living in such Classified Cities, especially the Metropolitan Cities, would be more reasonable.

The Commission, therefore, recommends that in lieu of Transport Allowance, City Compensatory Allowance at a fixed rate may be granted to all the employees of the State Government serving in the Meghalaya Houses as indicated below:-

| | |
|----------|------------------------|
| Delhi | – ₹ 1,800.00 per month |
| Kolkata | – ₹ 1,800.00 per month |
| Mumbai | – ₹ 1,800.00 per month |
| Vellore | – ₹ 1,200.00 per month |
| Guwahati | – ₹ 750.00 per month |

OTHER FACILITIES

LOANS

- 10.32.1 The Commission notes that the facilities for availing of housing loans, loans for purchase of motor car, two-wheeler, computer, etc., by the State Government employees are covered by the Memorandum of Understanding (MoU) entered into by the State Government with the State Bank of India (SBI) on 23rd August, 2004. **In view thereof, the Commission does not feel it necessary to review the matter and recommends that the existing arrangements may continue.**

ADVANCES

- 10.32.2 The Commission examined the existing conditions regulating the grant of the following interest-free advances to the State Government employees and decided as follows –

- (i) **Children Education Advance** – The Commission recommends increase in Children’s Education Advance from ₹ 5,500.00 to ₹ 11,000.00 per school-going child, limited to 2 (two) school-going children, to be recovered in 10 (ten) equal monthly installments, subject to all other existing terms and conditions.
- (ii) **Festival Advance** – The Commission recommends an increase in Festival Advance from the existing amount of ₹ 5,000.00 to ₹ 7,000.00, keeping in view the increase of market costs since the last State Pay Commission’s recommendation in this regard, subject to all other limiting terms and conditions remaining the same.

LEAVE TRAVEL CONCESSION

- 10.33.1 The Commission notes that while Home Town Leave Travel Concession is admissible once every two years, LTC facility to visit any place in India is restricted to only once in one's service career, but can only be availed during the last year of one's service.
- 10.33.2 **The Commission considered all aspects of the scheme and recommends**
–
- (a) No change in the Home Town Leave Travel Concession Scheme.**
- (b) The LTC Scheme to visit any place in India currently restricted to only once in one's service career, during the last year of one's service, be renamed as "Pre-Retirement Leave Travel Concession for Government Employee and Family" and a retiring Government employee and his/her family/dependents, as defined in the Meghalaya Travelling Allowance Rules, 1985, be allowed to avail the cost of travel to visit any place in India during the last ten years of his/her service career.**

CHAPTER – 11

PENSION AND OTHER RETIREMENT BENEFITS

11.1 **Introduction**

11.1.1 The terms of reference of the Commission as specified in para 2(iii) of Government of Meghalaya, Finance (Pay Revision) Department Notification No. F(PR)-15/2015/17, dated 25th July, 2016 enjoin upon it, to examine the existing structure of pension, death-cum-retirement gratuity, family pension and other terminal or recurring benefits and make recommendations as may be considered desirable and feasible.

11.1.2 **At present, all State Government employees are entitled to the following retirement benefits,** subject to the terms and conditions laid down for each such entitlement –

- i. Superannuation Pension
- ii. Retiring Pension
- iii. Invalid Pension
- iv. Compensation Pension
- v. Compulsory Retirement Pension
- vi. Compassionate Allowance
- vii. Family Pension
- viii. Voluntary Retirement
- ix. Special Family Pension
- x. Extra – Ordinary Pension
- xi. New Defined Contributory Pension Scheme (NPS)
- xii. Death-cum-Retirement Gratuity/Service Gratuity
- xiii. Ex-Gratia Payments, etc.
- xiv. Grant of cash equivalent of leave salary in respect of the period of earned leave at credit of a government employee at the time of retirement/death while in service.
- xv. Medical Allowance and reimbursement of cost of medical treatment, etc., under the Meghalaya Medical Attendance Rules, 1981.

11.1.3 **Each of these benefits have been closely examined and are dealt in the succeeding paragraphs of this Chapter.**

11.1.4 The Meghalaya Civil Services (Pension) Rules, 1983, which came into force with effect from the 5th May, 1983, regulate the pension and other retirement benefits of the State Government employees and pensioners.

11.1.5 Hitherto, when the State of Meghalaya was carved out of the erstwhile Composite State of Assam and created as a separate full-fledged State with effect from the 21st January, 1972, as per provisions of the North-Eastern Areas (Re-organisation) Act, 1971, the retirement benefits of the Government Employees of the State of Meghalaya was governed by the provisions of the

Assam Services (Pension) Rules, 1969 made in pursuance of the Proviso to Article 309 of the Constitution of India by the erstwhile Government of Assam, in terms of the provisions of Clause (9) of Section 2 read with Section 77 of the aforesaid North-Eastern Areas (Re-organisation) Act, 1971. The Assam Services (Pension) Rules, 1969 have since been repealed and replaced by the Meghalaya Civil Services (Pension) Rules, 1983.

11.2 The retirement benefits are briefly defined as follows:-

Superannuation Pension

- 11.2.1 Superannuation Pension is granted to a Government employee who is retired on his/her attaining the age of compulsory retirement. F.R. 57 (a) of Meghalaya F.Rs & S.Rs, 1984 stipulates that, other than Group 'D' employees, the age of compulsory retirement or the age of superannuation for all government employees is 58 years. For the Group 'D' employees the compulsory age of retirement is 60 years as stipulated in Note 3 below F.R. 57, of the rules *ibid*.

Retiring Pension

- 11.2.2 A retiring pension is granted to a Government employee who retires or retired, in advance of the age of compulsory retirement and who has put in not less than 30 years of qualifying services.

Invalid Pension

- 11.2.3 Invalid pension is granted to a Government employee who retires or retired from the service on account of any bodily or mental infirmity, on the certification of the Medical Board in the case of a gazetted government employee, and the District Medical and Health Officer in the case of a non-gazetted employee that the government employee concerned is permanently incapacitated for the service.

Compensation Pension

- 11.2.4 Compensation Pension is granted to a Government employee discharged from service on account of abolition of his substantive/permanent post held by him.

Compulsory Retirement Pension

- 11.2.5 A Government employee compulsorily retired from service as a penalty is granted, by the authority competent to impose such penalty, pension or gratuity or both at a rate not less than two-thirds and not more than full compensation pension or gratuity or both admissible to him/her on the date of his/her compulsory retirement.

Compassionate Allowance

- 11.2.6 A government employee who is dismissed or removed from service is not entitled to any pension and gratuity but, if the case is deserving of special consideration, the authority competent to dismiss or remove him/her from service may sanction a compassionate allowance not exceeding two-thirds of pension or gratuity or both which would have been admissible to him/her if he/she had retired on compensation pension.

Family Pension

- 11.2.7 Family Pension not exceeding 30% of the pay of the government employee is admissible to the family in case of death of a government employee while in service, provided the government employee has completed a minimum period of one year of service. It is also admissible in case of death of a pensioner.

Voluntary Retirement

- 11.2.8 At any time after a government employee has completed twenty years' continuous qualifying service or after he/she has attained the age of fifty years, whichever is earlier, he/she may, by giving notice of not less than three months in writing to the Appointing Authority, retire from service.

Special Family Pension

- 11.2.9 Special Family Pension equivalent to last monthly pay and allowances is admissible to the family or the eligible next of kin/relative of a deceased Government employee borne on pensionable service/post who gets killed while engaged in discharge of duties or for reason connected with the discharge of duties.
- 11.2.10 It is in substitution of the normal Family Pension and will remain in force upto the notional date of superannuation of the deceased employee. Thereafter, the family is entitled to normal Family Pension.

Death-cum-Retirement Gratuity/Service Gratuity

- 11.2.11 Under Rule 40 of the rules *ibid.*, a government employee, on his/her retirement, is granted Death-cum-Retirement Gratuity, equal to one-fourth of his/her emoluments for each completed six-monthly period of qualifying service subject to a maximum of ₹ 7,00,000.00.

Extra – Ordinary Pension

- 11.2.12 As per the Assam Services (Extra-Ordinary Pension) Rules, 1963, as adopted by the Government of Meghalaya, the Family Pension in respect of families of government employees who die as a result of “risk of office” or “special risk of office” are entitled to Family Pension. In addition, the spouse of the deceased would also be admissible to Child Allowance.

- 11.2.13 The First Meghalaya Pay Commission examined the existing provision of the Extra-Ordinary Pension Rules and recommended no change.
- 11.2.14 The Second Meghalaya Pay Commission broadly examined the provisions of the Assam Services (Extra-Ordinary Pension) Rules, 1963 (as adapted) and recommended:
- (i) Special Family Pension
 - (ii) Children Pension
 - (iii) Children Education Allowance
 - (iv) In case where the deceased government employee has left no spouse or child/children the dependent parents including eligible brothers and sisters to receive jointly or individually one-half of the ordinary pension for support.
 - (v) In case of death/disablement as a result of injury, disease attributable to service, the provision of the rules to cover such cases.
- 11.2.15 The Fourth Meghalaya Pay Commission extensively examined the provisions of the adapted Assam Services (Extra-Ordinary Pension) Rules, 1963 and recommended framing of State's own rules. Government accepted the Commission's recommendations.
- 11.2.16 **This Commission is of the view that issues relating to "Disability Pension" and "Disability Family Pension" as discussed in details at para. 9.15.3 to 9.15.9 of the Report of the Fourth Meghalaya Pay Commission require immediate attention for implementation.**
- 11.2.17 **With the introduction of the New Defined Contribution Pension Scheme (NPS) from 1st April, 2010, this Commission is of the view that to address the case of Family Pension in case of death of the subscriber to NPS, the need to frame and finalise the State's Extra-Ordinary Pension Rules has become all the more necessary.**

Ex-Gratia Payments, etc

- 11.3.1 Ex-Gratia Payment of ₹ 40,000.00 is admissible to families of Government employees who die while performing official duties.

Scheme of Ex-Gratia Payment to families of State Police/ Home Guard Personnel killed while on Law and order duties/Anti-Insurgents or Terrorist action

- 11.3.4 The above scheme was introduced from 1st January, 2001. Initially the quantum of the Ex-gratia payment stood at ₹ 20,000.00 – ₹ 1.00 lakh. From 15th June, 2006, the amount of Ex-Gratia Payment has been enhanced, as below –

- (i) ₹ 5.00 lakh – To the next of kin of the personnel killed.
- (ii) ₹ 0.50 lakh – For permanent disability.
- (iii) ₹ 0.20 lakh – Personnel injured as a result of the incidents referred to above.

Members of work-charged establishment

11.4.1 Gratuity based on length of service as below are admissible to Work-charged employees on their retirement –

- (i) 10 years service – 3 months' pay
- (ii) 11 – 20 years service – 6 months' pay
- (iii) 21 – 30 years service – 1 year's pay
- (iv) 31 years and above – 1 year's pay followed by one month's pay for each completed year above 30, subject to a maximum of 6 month's pay.

Grant of cash equivalent of leave salary in respect of the period of earned leave at credit of a Government employee at the time of retirement/death while in service

- 11.5.1 State Government employees are paid cash equivalent of leave salary in respect of the period of earned leave at their credit at the time of retirement on superannuation. Subject to other terms and conditions, the payment of cash equivalent of leave salary is limited to a maximum of 300 days earned leave. For the purpose of calculation of cash equivalent, the element of Pay plus Dearness Allowance and the number of unutilized earned leave at the credit of the government employee on the date of retirement, subject to a maximum of 300 days, are taken into account.
- 11.5.2 The Commission notes that the State Government substantially follows the pattern of retirement benefits adopted by the Government of India for their employees consequent to the recommendations of the Fourth and Fifth Central Pay Commission. Many of these retirement benefits and facilities have been liberalized by the State Government consequent upon the submission of the Report of the Second Meghalaya Pay Commission.
- 11.5.3 The liberalized benefits include the procedure for calculation of pension, raising the ceiling of gratuity in respect of employees dying in harness. The only difference between the pension and family pension structure of the State Government and that of the Government of India lies in the quantum of the minimum and maximum levels of pension and family pension including the maximum ceiling for Gratuity.

Medical Allowance and Reimbursement of medical treatment expenses etc., under the Meghalaya Medical Attendance Rules, 1981

- 11.6.1 On the recommendation of the Fourth Meghalaya Pay Commission, the State Government sanctioned Medical Allowance to the pensioners/family pension holders at the rate of ₹ 700.00 per month.
- 11.6.2 Other facilities, including expenses on account of medical treatment and travel expenses to the pensioners, their spouses and dependent family members are also extended under the Meghalaya Medical Attendance Rules, 1981.

Pensions – Constitutional Provisions

- 11.7.1 As defined under Article 366 (17) of the Constitution “*Pension means a pension, whether contributory or not, of any kind whatsoever payable to or in respect of any person, and includes retired pay so payable, a gratuity so payable and any sum or sums so payable by way of the return, with or without interest thereon or any other addition thereto, of subscriptions to a Provident Fund.*”
- 11.7.2 Pension has been the subject matter of a number of landmark judgments by the Supreme Court of India in which its nature, obligations of the government thereon and the recognition of distinctiveness in categories of pensions and pensioners has been settled.

Number of Pensioners as on 01.01.2016

- 11.8.1 Pensioners of the State Government include Civil and Police Pensioners. As per data furnished to the Commission, the total number of pensioners in the State on 01.01.2016 were **24,044**. The category wise break up of pensioners in the State are shown in the Tables given below –

TABLE : PORB – I

| Sl. No. | Year | Pensioners/Family Pensioners/Special Family Pensioners |
|---------|-----------|--|
| (1) | (2) | (3) |
| 1 | 2007 – 08 | 6,636 |
| 2 | 2008 – 09 | 7,215 |
| 3 | 2009 – 10 | 9,105 |
| 4 | 2010 – 11 | 10,904 |
| 5 | 2011 – 12 | 12,368 |
| 6 | 2012 – 13 | 19,587 |
| 7 | 2013 – 14 | 21,188 |
| 8 | 2014 – 15 | 22,538 |
| 9 | 2015 – 16 | 24,044 |

- 11.8.2 The category wise break-up of the total of 24,044 pensioners on 01.01.2016 between the Pensioners and Family Pensioners in the State are shown in the Table below –

TABLE : PORB - II

| (1) | State Service | M.L.A. | Total |
|----------------------------|---------------|--------|-------|
| | (2) | (3) | (4) |
| Pensioners | 12006 | 135 | 12141 |
| Family Pensioners | 11880 | 23 | 11903 |
| Total number of Pensioners | 23886 | 158 | 24044 |

The above table reflects that of the total of 24,044 pensioners on 01.01.2016, 51.95 percent were Pensioners and 48.05 percent Family Pensioners, respectively.

Payment of additional pension / family pension with advancing age with effect from 1st April, 2010 based on recommendations of the Fourth Meghalaya Pay Commission

- 11.9.1 With a view to ascertain the number of Pensioners in various age groups, the Commission called for information on age profile of pensioners and family pensioners. The data with regard to pensioners in terms of various age groups, as reported to the Commission, are as under:

| PENSIONERS IN THE AGE GROUP | | | | | |
|-----------------------------|------------------|------------------|-------------------|----------|-------|
| > 60 and < 70 years | 70 to < 80 years | 80 to < 90 years | 90 to < 100 years | Others * | Total |
| 9749 | 3454 | 942 | 119 | 9780 | 24044 |

* Others include those below 60 years of age and those above 100 years.

Expenditure on Pension and other Retirement Benefits

- 11.10.1 Expenditure on pension consists of –
- i) superannuation and retirement pension,
 - ii) commuted value of pension,
 - iii) gratuities,
 - iv) family pensions,
 - v) leave encashment benefits,
 - vi) compassionate allowance,
 - vii) Government's contribution for New Defined Contribution Pension Scheme (NPS) for civil personnel joining service on or after 01.04.2010, etc.
 - viii) expenditure on medical treatment, etc;

11.10.2 The total annual expenditure of the State Government during the last nine years, on pensions and other retirement entitlements are reflected in the Table below –

TABLE : PORB - III

| Fiscal Year | Expenditure on | | New defined contribution pension scheme (NPS) | Total |
|-------------|--------------------------------------|------------------------|---|---------------|
| | Pension/ Family pension (In ₹) | Special family pension | | |
| 2007 – 08 | 111,63,57,587 | 20,50,462 | - | 111,84,08,049 |
| 2008 – 09 | 145,51,44,175 | 25,62,332 | - | 145,77,06,507 |
| 2009 – 10 | 153,04,33,198 | 30,01,066 | - | 153,34,34,264 |
| 2010 – 11 | 270,50,25,955 | 33,97,542 | - | 270,84,23,497 |
| 2011 – 12 | 345,22,21,635 | 40,83,034 | 71,76,565 | 346,34,81,234 |
| 2012 – 13 | 359,48,36,998 | 49,86,065 | 300,00,000 | 362,98,23,063 |
| 2013 – 14 | 403,13,09,007 | 63,02,792 | 617,43,037 | 409,93,54,836 |
| 2014 – 15 | 463,58,97,102 | 76,60,448 | 11,67,00,085 | 476,02,57,635 |
| 2015 – 16 | 509,60,93,668 | 98,01,899 | 14,99,99,980 | 525,58,95,547 |

11.10.3 The Commission analyzed the data made available by the Authorities concerned to determine the percentage of State Expenditure on Pay & Allowances, and Pension & Other Retirement Benefits to the Total Revenue Expenditure of the State, as well as to the Gross State Domestic Product, to reflect the fiscal health of State with reference to expenditure on PAP. The findings are reflected in the Table below –

TABLE : PORB – IV

| Vector | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 |
|---|---------|---------|---------|---------|---------|---------|---------|
| Total Revenue Expenditure of the State (₹ in crore) | 3182.38 | 4012.74 | 4834.81 | 4999.54 | 5551.59 | 6251.86 | 6347.73 |
| Gross State Domestic Product (GSDP) (₹ in crore) | 12709 | 14583 | 18922 | 20739 | 21844 | 22711 | 24721 |
| Expenditure on Pay & Allowance (PA) as a % of Total Expenditure on PAP | 87.66 | 81.99 | 79.56 | 79.93 | 78.19 | 80.39 | 80.18 |
| Expenditure on Pensions as a % of Total Expenditure on PAP | 12.34 | 18.01 | 20.44 | 21.07 | 21.81 | 19.61 | 19.82 |
| Expenditure on Pay and Allowances (PA) as a % of Total Revenue Expenditure of the State | 19.78 | 30.66 | 27.73 | 27.02 | 27.43 | 30.80 | 33.25 |
| Expenditure on Pensions as a % of Total Revenue Expenditure of the State. | 2.78 | 6.74 | 7.12 | 7.21 | 7.65 | 7.51 | 8.22 |

| | | | | | | | |
|--|-------|-------|-------|-------|-------|-------|-------|
| Expenditure on Pay, Allowances & Pensions (PAP) as a % of Total Revenue Expenditure of the State | 22.56 | 37.40 | 34.85 | 34.23 | 35.08 | 38.31 | 41.47 |
| Expenditure on Pay & Allowance (PA) as a % of GSDP | 4.95 | 8.44 | 7.09 | 6.51 | 6.97 | 8.48 | 8.54 |
| Expenditure on Pensions as a % of GSDP | 0.70 | 1.85 | 1.82 | 1.74 | 1.94 | 2.07 | 2.11 |
| Expenditure on Pay, Allowance & Pensions (PAP) as a % of GSDP | 5.65 | 10.29 | 8.91 | 8.25 | 8.91 | 10.55 | 10.65 |

Source: 1. Finance (EA) Department, Government of Meghalaya, Shillong.
2. Directorate of Economics & Statistics, Meghalaya, Shillong.

11.10.4 The table above brings out broadly the following:

- 1) Average Growth in expenditure on pensions by about 14.3 percent during the period 2010-11 to 2015-16.
- 2) Expenditure on pensions remained at about 2 percentage of the GSDP during the period 2010-11 to 2015-16.

The Minimum and Maximum Pension

11.11.1 The minimum and maximum pension fixed by the State Government consequent to the recommendations of successive State Pay Commissions are reflected in the Table below –

TABLE : PORB - V

| Pay commission | Minimum pension | Maximum pension |
|---------------------------------------|------------------------|------------------------|
| 1 st MPC | ₹ 60.00 | ₹ 1,100.00 |
| 2 nd MPC | ₹ 375.00 | ₹ 3,000.00 |
| 3 rd MPC | ₹ 1,220.00 | ₹ 8,500.00 |
| Restructured Pension w.e.f 01.04.2005 | ₹ 1,830.00 | ₹ 12,750.00 |
| 4 th MPC | ₹ 3,250.00 | ₹ 24,490.00 |

The Minimum and Maximum Family Pension

11.12.1 The minimum and maximum family pension fixed by the State Government consequent to the recommendations of successive State Pay Commissions are reflected in the Table below –

TABLE : PORB - VI

| Pay commission | Minimum family pension | Maximum family pension |
|--|------------------------|------------------------|
| 1 st MPC | ₹ 60.00 | ₹ 250.00 |
| 2 nd MPC | ₹ 375.00 | ₹ 1,250.00 |
| 3 rd MPC | ₹ 1,220.00 | ₹ 5,219.00 |
| Restructured Family Pension w.e.f 01.04.2005 | ₹ 1,830.00 | ₹ 7,650.00 |
| 4 th MPC | ₹ 3,250.00 | ₹ 14,694.00 |

Gratuity

- 11.13.1 The Gratuity level fixed by the State Government consequent to the recommendations of the successive State Pay Commissions is reflected in the Table below –

TABLE : PORB - VII

| Pay commission | Amount of gratuity | Percentage increase |
|---------------------|--------------------|---------------------|
| 1 st MPC | ₹ 36,000.00 | - |
| 2 nd MPC | ₹ 1,50,000.00 | 316.67 % |
| 3 rd MPC | ₹ 2,50,000.00 | 66.67 % |
| 4 th MPC | ₹ 7,00,000.00 | 180.0 % |

- 11.13.2 With the merger of 50 percent Dearness Allowance with the Basic Pay/Basic Pension, Government decided that the component of Dearness Pay would count for the purpose of retirement benefits and the maximum of the Gratuity had been raised to ₹ 3,50,000.00 with effect from 1st April, 2005.

Commutation of Pension

- 11.14.1 The percentage of pension which can be commuted and the period of restoration to full pension fixed by the State Government, consequent to the recommendations of successive State Pay Commissions is reflected in the Table below –

TABLE : PORB - VIII

| Pay commission | Percentage of Pension which can be commuted | Period for restoration to full pension | Remarks |
|---------------------|---|--|---|
| 1 st MPC | - | - | - |
| 2 nd MPC | 40% of Basic Pension | - | Not accepted by Government |
| 3 rd MPC | 1/3 rd of Basic Pension | 12 years | Not accepted by Government and maintained at 15 years |
| 4 th MPC | 1/3 rd of Basic Pension | 15 years | Accepted by Government |

Ex-Gratia Lump-sum Compensation

- 11.15.1 The amount of Ex-Gratia Lump Sum Compensation **on the occurrence of specified circumstances**, fixed by the State Government, consequent to the recommendations of successive State Pay Commissions are reflected in the Table below –

TABLE : PORB - IX

| Occurrence | Amount as fixed consequent to recommendation of | | | | Remarks |
|---|---|---------------------|---------------------|---------------------|----------------------------|
| | 1 st MPC | 2 nd MPC | 3 rd MPC | 4 th MPC | |
| 1. Govt. employee who dies as a direct consequence of injuries received or mishap in the line of duty. | - | - | - | ₹ 0.30 lakhs | Govt. decided ₹ 0.40 lakhs |
| 2. (a) Police & Home Guard Personnel who get killed on Law and Order / Anti insurgency or terrorist action. | - | - | - | ₹ 5.00 lakhs | - |
| (b) Permanent disability. | - | - | - | ₹ 0.50 lakhs | - |
| (c) Sustain injuries as a result of the above incident. | - | - | - | ₹ 0.20 lakhs | - |

Leave Encashment

- 11.16.1 The maximum number of days of earned leave encashment allowed at the time of retirement of State Government employees, as fixed by the State Government, consequent to the recommendations of successive State Pay Commissions are reflected in the Table below –

TABLE : PORB - X

| Consequent to recommendation of | Maximum number of days |
|---------------------------------|------------------------|
| 1 st MPC | 180 days |
| 2 nd MPC | 240 days |
| 3 rd MPC | 300 days |
| 4 th MPC | 300 days |

ANALYSIS AND RECOMMENDATIONS

- 11.17 The submissions received by the Commission from various Service Associations, individual government employees and Departments/Offices were examined. Issues having major implications on pension, family pension and other retirement benefits were carefully considered. The comparative

retirement benefits sanctioned by other State Governments to their employees, such as the States of Mizoram, Tripura and Kerala were also considered. The Commission's observations and recommendations are as follows:-

Raising the existing quantum/rates of pension and family pension

- 11.17.1 The Commission took note that the State Government, on the recommendation of the Fourth Meghalaya Pay Commission, had substantially liberalized the maximum qualifying service for pension from 33 years to 30 years and had agreed that calculation of pension of the State Government employees would be @ 50% of the average emoluments drawn during the last six months.

It was noted that the recommendations of this Commission and the resultant Revised Pay Structure will substantively increase the pay drawn by the State Government employees, leading to increase in the quantum of reckonable emolument for the purpose of calculating pension and family pension.

In view thereof, **the Commission recommends that, except for the mode of calculation of pension, which should be @ 50% of last pay drawn or 50% of the last six-month's average emoluments of the employee, whichever is more beneficial to the pensioner, other benefits may remain the same.**

Qualifying service for the purpose of pension

- 11.17.2 The Commission considered the various representations seeking reduction in the maximum qualifying service for pension from 30 years to 25/26/28 years and took note that, apart from the substantial reduction of the maximum qualifying service for pension from 33 years to 30 years, the State Government had also decided that employees who have completed not less than 10 years of service irrespective of substantive appointment (i.e., confirmation) and/or temporary/officiating appointment against a sanctioned post/service shall be entitled to pension at the above rate, i.e., 50% of last pay drawn or 50% of the last six-month's average emoluments, whichever is more beneficial.

Keeping this in view, **the Commission recommends that status quo may be maintained in the qualifying service for the purpose of computation of pension.**

Qualifying service for the purpose of family pension in respect of government employee's death while in service with less than one year continuous service

- 11.17.3 Rule 45 of Meghalaya Civil Services (Pension) Rules, 1983 read with Note 1 and 2 there-under were examined. The Commission **recommends that the family of a government employee who, immediately before his appointment against a sanctioned post had been examined by the appropriate Medical Authority and declared fit by that Authority for**

appointment, shall be eligible for family pension in case of his/her death while in service, irrespective of the length of service before his/her death.

Raising the existing period of seven years for enhanced Family Pension

11.17.4 Representations have been received from Service Associations and others seeking extension in the period of enhanced family pension from existing seven years and/or 65 years, whichever is less, to ten years in case of death of the retired government employee. The Meghalaya Pensioners Association in their submission mentioned that spouses of deceased employees face difficulties to raise the dependent children and also to meet expenditure on education and sought that the period of enhanced family pension may be fixed up to 15 years. Demands have also been made for consideration of this provision in line with that of the Central Government.

11.17.5 Having taken note of the above, **the Commission recommends as follows –**

(a) In case of death in service: The enhanced family pension may be payable to the family of a government employee for a period of ten years from the date of death of the employee without any upper age limit.

(b) In case of death after retirement: The enhanced family pension may be payable to the family for a period of seven years or up to the date on which he/she would have attained 65 years had he/she survived, whichever period is shorter.

After the period so fixed above, the family in receipt of family pension shall be entitled to family pension at the normal rate.

Increase in the rates of additional pension and family pension to the older pensioners/family pensioners, including reducing the age of eligibility for receipt thereof from 80 years

11.17.6 The Commission has carefully examined the representations received from Service Associations, including the Meghalaya Pensioners Association, for lowering the age-slabs for eligibility of additional quantum of pension/family pension in respect of older pensioners/family pensioners from the existing 80 years to 65 years and to continue with the gradual enhancement of the additional quantum with the advancing age on their attaining the age of 65 years onwards for reason that most pensioners need to incur increasing expenses on their maintenance and/or medical expenses with advancing age. **The Commission** is of the view that there is justification for lowering the existing age-slabs and **recommends enhancing the rate of additional pension/family pension on attaining the age of 75 years, as below :-**

| | |
|------------------------------|--------------------------------------|
| (i) 75 years to < 80 years | 10% of basic pension/family pension |
| (ii) 80 years to < 85 years | 20% of basic pension/family pension |
| (iii) 85 years to < 90 years | 30% of basic pension/family pension |
| (iv) 90 years to < 95 years | 40% of basic pension/family pension |
| (v) 95 years to < 100 years | 50% of basic pension/family pension |
| (vi) 100 years and above | 100% of basic pension/family pension |

Enhancing the rate of commutation from existing 1/3rd of the basic pension to 40 per cent of the basic pension:

- 11.17.7 The Commission has received representations from the stakeholders seeking enhancement in the ceiling for commutation to 40 per cent from the existing 1/3rd of basic pension. Keeping in view the ground realities, **the Commission recommends that the ceiling for commutation of basic pension for lump-sum payment of commuted value of pension be raised from the existing 1/3rd to 40 percent of basic pension.**

Restoration of the commuted value of pension after 12 years instead of 15 years:

- 11.17.8 The Commission examined the submission of the Service Associations, including the Meghalaya Pensioners' Association, for reducing the period of restoration of commuted portion of pension from 15 years to 12 years and also reducing the interest rate from 8% to 4% as indicated below :-

Illustrations on Commutation of a portion of pension

Illustration 1: "A" retired on 30.6.2015 with last pay of ₹ 9140.00 p.m. in the pay scale of ₹ 8300 – 16270/- and Average Emoluments (A/E.) of ₹ 9140.00 (₹ 54,840 ÷ 6) He opted for 1/3rd of basic pay for commutation. Calculation of the commuted value of pension admissible to him in case of commutation allowed upto 40% of Basic Pension and also based on last pay drawn.

| (a) | 1/3 rd of Basic Pension calculated on A/E of ₹ 9140.00 Basic Pension : ₹ 4570.00 (1/3 rd thereof) = ₹ 1524.00 Committed value = ₹ 1524 x 8.374x12 = ₹ 153144.00 | Recoveries | |
|-----|--|------------------------|------------------------|
| | | In 15 years | In 12 years |
| | | ₹ 274320.00 (79.1%) | ₹ 219456.00 (43.3%) |
| (b) | 40% of Basic Pension calculated on A/E of ₹ 9140.00 Basic Pension : ₹ 4570.00 (40% thereof) = ₹ 1828.00 Committed value = ₹ 1828x8.374x12 = ₹ 183692.00 | ₹ 329040.00 (79.1%) | ₹ 263232.00 (43.3%) |
| (c) | 1/3 rd of Basic Pension calculated on last pay drawn of ₹ 9140.00 Basic Pension : ₹ 4570.00 (1/3 rd thereof) = ₹ 1524.00 Committed value = ₹ 1524 x 8.374x12 = ₹ 153144.00 | ₹ 274320.00 (79.1%) | ₹ 219456.00 (43.3%) |
| (b) | 40% of Basic Pension calculated on last pay drawn of ₹ 9140.00 Basic Pension : ₹ 4750.00 (40% thereof) = ₹ 1828.00 Committed value = ₹ 1828x8.374x12 = ₹ 183692.00 | ₹ 329040.00 (79.1%) | ₹ 263232.00 (43.3%) |

Illustration 2 : “B” retired on 30.9.2015 with last pay of ₹ 26100.00 p.m. in the pay scale of ₹ 16300 – 31860/- and average emoluments (A/E) ₹ 25740.00 (154440 ÷ 6). He opted for 1/3rd of Basic Pension (B.P) for Commutation. Calculation of the Commuted value of pension admissible to him in case of commutation allowed up-to 40% of Basic Pension and also based on last pay drawn.

| (a) | 1/3 rd of Basic Pension calculated on A/E of ₹ 25740.00 Basic pension : ₹ 12870.00 (1/3 rd thereof) = ₹ 4290.00 Commutated value = ₹ 4290.00 x 8.374x12 = ₹ 431,094.00 | Recoveries | |
|-----|---|--------------------------------|--------------------------------|
| | | In 15 years | In 12 years |
| | | ₹ 772,200.00 (79.1%) | ₹ 617,760.00 (43.3%) |
| (b) | 40% of Basic Pension calculated on A/E of ₹ 25740.00 Basic pension: ₹ 12870.00 (40% thereof) = ₹ 5148.00 Commutated value = ₹ 5148.00 x 8.374x12 = ₹ 517,313.00 | ₹ 926,640.00 (79.1%) | ₹ 741,312.00 (43.3%) |
| (c) | 1/3 rd of Basic Pension calculated based on last pay drawn of ₹ 26100.00 Basic pension : ₹ 13050.00 (1/3 rd thereof) = ₹ 4350.00 Commutated value = ₹ 4350.00 x 8.374x12 = ₹ 437,123.00 | ₹ 783,000.00 (79.1%) | ₹ 626,400.00 (43.3%) |
| (d) | 40% of Basic Pension calculated on last pay drawn of ₹ 26100.00 Basic pension: ₹ 13050.00 (40% thereof) = ₹ 5220.00 Commutated value = ₹ 5220.00 x 8.374x12 = ₹ 524,548.00 | ₹ 939,600.00 (79.1%) | ₹ 751,680.00 (43.3%) |

11.17.9 Having examined all aspects of the matter and after taking note of the fact that the recoverable amount of the commuted value of pension in 12 years adequately covers the risk taken by the Government in sanctioning commutation to employees, **the Commission recommends that the period of restoration of the commuted portion of pension of an employee be brought down to 12(twelve) years.**

Voluntary Retirement Scheme

11.17.10 The Commission notes that the scheme of Voluntary Retirement, implemented by the Government from 12th January, 1998 onwards, allows a government employee, by giving three months’ notice, to retire at any time after he/she has completed 20 years of continuous service or after he/she has attained the age of 50 years, whichever is earlier with the following guidelines/conditions:-

- (a) The Scheme envisages that the concerned employee would be entitled to additional five years towards the qualifying service to his/her existing qualifying service, limiting to 33 years in total and also that the period does not go beyond the date of superannuation as specified under F.R. 57 of the Meghalaya FRs & SRs, 1984.
- (b) The pension and the death-cum-retirement gratuity of the government employee retiring under the Scheme will be based on the emoluments

as defined under Rules, 28 and 29 of the Meghalaya Civil Services (Pension) Rules, 1983 and the increase/weightage not exceeding five years will not be available to him/her for notional fixation of pay for the purpose of computation of pension and gratuity.

11.17.11 Submissions have been received by the Commission that Voluntary Retirement may be allowed to an employee who has completed 18 years of continuous service or 48 years of age, whichever is earlier.

11.17.12 **The Commission took note of the above premises and recommends no change in the Voluntary Retirement Scheme.**

Enhancement of Death-cum-Retirement/Service Gratuity

11.17.13 Submissions have been received by the Commission to revise the existing ceiling while reckoning the amount of DCRG on the basis of one-fourth of emoluments for each completed six-monthly period of qualifying service and suggestions that reckoning may be based on the last pay drawn plus Dearness Allowance, and also to raise the existing ceiling from ₹ 7.00 lakhs to ₹ 15.00/20.00 lakhs.

11.17.14 The Commission notes that presently, a government employee who has completed five years of qualifying service and has become eligible for service gratuity or pensions under Rule 39 of the MCS (Pension) Rules, 1983, shall on his retirement be entitled to Death-cum-Retirement Gratuity under Rule 40 of the Rules *ibid* at one-fourth of his/her emoluments for each completed six-monthly period of qualifying service, subject to a maximum of ₹ 7.00 lakhs or 16 ½ times of the emoluments, whichever is less.

11.17.15 Rule 28 of the rules *ibid*. uses the expression 'emoluments' to mean pay as defined under F.R.7(17), which includes pay/technical pay/any other emoluments which may be specially classed as pay by the Government. The Central Government have fixed a ceiling of ₹ 20.00 lakhs on the basis of the Seventh Central Pay Commission's recommendations.

11.17.16 Level -22 of the New Pay Structure has the initial pay of ₹ 94,600.00. In other words, at the minimum level of ₹ 94,600.00 (D.A. to be added) the admissible Death-cum-Retirement Gratuity would be ₹ 15.61 lakhs.

11.17.17 After detailed consideration, **the Commission recommends a revised ceiling of Death-cum-Retirement Gratuity at ₹ 14.00 lakhs.**

Rationalization of Death-cum-Retirement Gratuity

11.17.18 The Commission has carefully examined the following rationalization of the maximum limit of DCRG prescribed under Rule 40 of the Meghalaya Civil Services (Pension) Rules, 1983:

| Length of service | Rate of Death-cum-Retirement Gratuity |
|---|--|
| (1) | (2) |
| Less than one year | Two times of the monthly emoluments |
| One year or more but less than five years | Six times of the monthly emoluments |
| Five years of qualifying service | Twelve times of the monthly emoluments or the amount determined under Clause (a) of Rule 40(1) (b) |

11.17.19 The Commission now recommends as follows:-

| Length of service | Rate of Death-cum-Retirement Gratuity |
|--|--|
| (1) | (2) |
| Less than one year | Two times of the monthly emoluments |
| One year or more but less than five years | Six times of the monthly emoluments |
| Five years or more but less than ten years | Twelve times of the monthly emoluments. |
| Ten years or more but less than twenty years | Twenty times of the monthly emoluments. |
| Twenty years or more | Half month's emoluments for every completed six monthly period of qualifying service subject to a maximum of 33 times of emoluments. |

Ex-gratia lump-sum compensation

11.17.20 The Commission examined the Scheme for Ex-gratia payment to families of Government employees who die while performing their bona fide official duties and the scheme of Ex-gratia Lump-sum Compensation to the Police and Home Guard personnel who get killed while on law and order duties/anti-insurgent or terrorist action, etc., and/or sustain injuries resulting in permanent disability, etc.

11.17.21 The Commission recommends the following:

| Reasons of death or disability | Existing | Recommended |
|--|-----------------------------------|--------------------|
| 1. Death in the course of performance of bona fide duties due to – (a) Accidents (b) Acts of violence (c) Border skirmishes | ₹ 40,000.00 ₹ 5,00,000.00 – | ₹ 7,50,000.00 |
| 2. Permanent Disability suffered due to 1 (b) and (c) above | ₹ 50,000.00 | ₹ 1,00,000.00 |
| 3. Injuries sustained as a result of incidents mentioned at 1 (b) and/or (c) above which impair mobility for more than three months. | ₹ 20,000.00 | ₹ 50,000.00 |

Enhancement in the age of Superannuation of State Government employees

- 11.17.22 The Commission received representations from Service Associations and State Government Departments / Offices to enhance the age of superannuation to 60 years.
- 11.17.23 After detailed consideration of all ramifications of the matter, **the Commission recommends that status quo may be maintained in regard of the age of superannuation.**

Extension of the benefits of Compensatory Allowances, e.g., House Rent Allowance, Hill Compensatory Allowance and Winter Allowance to pensioners/family pension holders

- 11.17.24 The Commission received representations from Service Associations and the Meghalaya Pensioners Association that the benefits and facilities of aforesaid Compensatory Allowances granted to the serving government employees may also be extended to the pensioners/family pension holders.
- 11.17.25 The Commission agrees with the view of the previous Pay Commissions which found that there was no justification to extend these allowances to the pensioners/family pension holders in respect of House Rent Allowance and Hill Compensatory Allowance, but **recommends that pensioners/family pension holders be paid Winter Allowance as per location/rates/period admissible to serving government employees, on production of Residential Certificate.**
- 11.17.26 **The Commission also recommends that Medical Allowance to the pensioners/family pension holders may continue to be paid at the rate admissible to serving government employees.**

Fixation of Pension of Pre 1.1.2016 Pensioners/Family Pension and Revised Minimum and Maximum Pension and Family Pension:

- 11.17.27 After due examination, **the Commission recommends fixation of revised basic pension/family pension of pre-1.1.2016 pensioners/family pension holders by multiplying their existing pension amount by a factor of 2.68. The minimum revised basic pension/family pension will therefore be (₹ 3,250 x 2.68) or ₹ 8,710.00.**
- 11.17.28 The Commission further recommends the revised pension/family pension structures as below with effect from 01.01.2016.

Minimum

- (b) Pension ₹ 8,700.00 p.m
(c) Family Pension ₹ 8,700.00 p.m

Family pension & other retirement benefits to the family of employees covered by the New Defined Contribution Pension Scheme (NPS) who die while in service:

11.17.29 The Commission notes that –

(i) For employees covered by the New Defined Contribution Pension Scheme (NPS), that is, employees joining the State Government services on or after 01-04-2010, the concept of pension and other retirement benefits has undergone a complete change.

(ii) With the enactment of the Pension Fund Regulatory and Development Act, 2013, the Government undertakes no liability thereof. Under the new scheme, the employee is required to contribute 10 percent of pay plus Dearness Allowance towards the Pension Fund and the State government is required to make a matching contribution.

11.17.30 The Commission received a large number of submissions from various stake-holders expressing their deep concern over the effect that the New Defined Pension Scheme has on the post 1.4.2010 entrants to government service. Having examined the scheme in its entirety, **the Commission subscribes to the analysis and findings of the Seventh Central Pay Commission and recommends that an Expert Committee may be constituted by the Government to examine the entire gamut of issues on the working of the Scheme and its effect on State Government employees.**

11.17.31 The Commission further notes that –

(i) One of the conditions for exit and withdrawal under the Scheme provides that – *“If the subscriber or the family members of the deceased subscriber, upon his death, avails the option of additional relief on death or disability provided by the Government, the Government shall have the right to adjust or seek transfer of the entire accumulated pension wealth of the subscriber to itself. The subscriber or family members of the subscriber availing such benefit shall specifically and unconditionally agree and undertake to transfer the entire accumulated pension wealth to the Government, in lieu of enjoying or obtaining such additional reliefs like family pension or disability pension or any other pensionary benefit from such Government authority.”*

11.17.32 After careful consideration of all aspects of the Scheme, **the Commission recommends as follows –**

11.17.33 **The dependent family member/next of kin of State government employee covered by the NPS who dies in harness, be covered by the existing family pension scheme, subject to the condition that whatever amount (net value) deposited into the NPS by the government employee during his service, should accrue to the Government Exchequer. This benefit will**

not be available to the family of an employee who has retired on superannuation.

Social Security for Teachers and Non-Teaching Staff of Deficit System of Grants-in-Aid/Aided Educational Institutions

- 11.18.1 The Commission has received Memoranda and representations from various Associations of Aided educational institutions, i.e., Higher Secondary Schools, Secondary Schools, Upper Primary Schools and Lower Primary Schools including the Meghalaya College Teachers' Association that there is no Government Scheme on social security other than the Contributory Provident Fund at 8 percent of basic pay and Death-cum-Retirement Gratuity, subject to the maximum of ₹ 7.00 lakh.
- 11.18.2 During hearings of the aforesaid Aided Schools and College Employees' Associations, submissions have been made that they are left with little or no means for minimum livelihood after retirement from their services and are reduced to dire pecuniary conditions. The Commission underscores the fact that in the States visited by the Commission, the benefits of pension including family pension were fully extended by the State Governments to the teachers/staff of all the Deficit/Aided Schools and Colleges. This Commission is of the firm view that it is incumbent upon the State Government to appreciate the invaluable social contribution and educational services rendered by Deficit/Aided Educational Institutions.

Analysis, consideration and recommendation:

- (1) The Commission, therefore, recommends that the scheme of Pension and other retirement benefits in line with serving Government employees be considered and allowed as per the terms and conditions which may be specified for the purpose to all pre – 01.04.2010 teachers/employees of Deficit/Aided Educational Institutions and the benefits under the New Defined Contribution Pension Scheme (NPS) for post – 01.04.2010 teachers/employees of Deficit/Aided Education Institutions.**
- (2) The teachers and non-teaching staff under the Deficit/Aided Schools and Colleges be brought under the fold of New Defined Contribution Pension Scheme (NPS) from such date as may be decided by the Government.**
- (3) The pre-01-01-2016 retired teachers and the non-teaching employees of Deficit/Aided Schools and Colleges be considered for the grant of a fixed ad hoc amount as Superannuation Relief at the rates as below:-**

| | |
|---|-----------------|
| (a) Retired Teachers of Deficit/Aided Colleges. | ₹ 10,000/- p.m. |
| (b) Retired Teachers and non-teaching staff of Deficit/Aided Schools and Non-Teaching Staff of Deficit/ Aided Colleges. | ₹ 5,000/- p.m. |

11.18.3 The grant of the Superannuation Relief shall be subject to the following:

- (i) That each case shall be subject to audit certification/ authentication by the Director of Local Fund Audit, Government of Meghalaya who shall examine and check the basic service records (Service Books) and other relevant records and documents including the order of retirement issued by the Competent Authority.**
- (ii) The extension of benefits under the Social Security Scheme as above to the retired Teachers/Non-Teaching Staff of Deficit/Aided Schools and Colleges shall be subject to the condition that whatever amount of deposits on account of Management's contribution to the Contributory Provident Fund Account and the interest thereon of the concerned Teachers/Staff should accrue/be refunded to the State Government exchequer.**
- (iii) The Social Security Scheme, as above, is personal to the retired employee and shall not be admissible to their family/next of kin once the beneficiary expires.**

CHAPTER – 12

LEAVE AND LEAVE ENTITLEMENTS AND RELATED MATTER

- 12.1 Leave is a provision to stay away from work for genuine reasons with prior approval of the authorities. It may be granted for a casual purpose or a planned activity, on medical grounds or in extra-ordinary conditions. It cannot be claimed as a matter of right. The leave sanctioning authority may refuse or revoke leave of any kind but it cannot alter the kind of leave due and applied for by a government employee. The rules and regulation of different kinds of leave are laid down as a separate chapter in the Meghalaya Fundamental Rules and Subsidiary Rules, 1984 (as amended).

EARNED LEAVE

- 12.2.1 A government employee (other than a military officer) who is serving in a Department, other than Vacation Department, is entitled to 30 days earned leave in a calendar year. The leave account at the commencement of each calendar year is credited with earned leave in advance in two instalments of 15 days each on the first day of January and July.
- 12.2.2 The leave at the credit of a government employee at the close of the previous half year is carried forward to the next half year, subject to the condition that the leave so carried forward plus the credit for the half year do not exceed the maximum limit of 300 days.
- 12.2.3 Earned leave is credited to the leave account of a government employee at the rate of 2½ days for each completed calendar month of service which he/she is likely to render in a half year of the calendar year in which he/she is appointed.
- 12.2.4 The credit for the half year in which a government employee is due to retire or resigns from the service is afforded only at the rate of 2½ days per completed calendar month up-to the date of retirement.
- 12.2.5 The Commission notes that the leave rules followed by the State Government are more or less similar to those of the Central Government and as it appears from the hearings and interactions that the Commission had with the Service Associations and Departments, the employees are satisfied with the present system except for the various submissions/suggestions to raise or remove the limit of accumulation of earned leave.
- 12.2.6 The Commission considered the submissions but keeping in view that the 7th Central Pay Commission did not recommended any change in the existing leave rules of the Central Government, the Commission does not recommend any change in the leave rules of the State.

However, the Commission has noted a significant provision in the Central Civil Services Leave Rules which deals with the mode of computing the advance credit of 15 days where the leave at credit of the employee on the last day of December or June reaches the 300 days limit.

An extract of the provision from the Central Civil Services Leave Rules is given below:

“...Provided that where the earned leave at the credit of Government servant as on the last day of December or June is 300 days...or less but more than 285 days, the advance credit of 15 days earned leave on first day of January or July ... shall instead of being credited in leave account be kept separately and first adjusted against the earned leave that the Government servant takes during that half-year and the balance, if any, shall be credited to the leave account at the close of the half-year, subject to the condition that balance of such earned leave plus leave already at credit do not exceed the maximum limit of 300 days.”

ILLUSTRATIONS:

The following illustrations will explain and clarify the above:

(i) Illustration – I:

Leave at credit of Mr. A. on 30th June, 2016 = **295 days**

Advance credit of **15 days** earned leave on 1st July, 2016 may be afforded to him but to be kept separately instead of being credited in his leave account.

Mr. A. goes on earned leave for 10 days within the half year (1st July to 31st December, 2016).

So at the end of the year (31st December, 2016), the balance of earned leave at his credit will be **295 days + 5 (15 – 10) days = 300 days.**

(ii) Illustration – II:

Leave at credit of Mr. B. on 31st December, 2016 – **295 days**

Advance credit of **15 days** earned leave on 1st January, 2017 may be afforded to him but to be kept separately instead of being credited in his leave account.

Mr. B. goes on earned leave for **20 days** within the half year (1st January to 30th June, 2017).

So at the end of the year (30th June, 2017), the balance of earned leave at his credit will be **295 days – 5 (15 – 20 = -5) days = 290 days.**

- 12.2.7 **This Commission recommends that the aforesaid provision of the Central Civil Services Leave Rules namely, “...Provided that where the earned leave at the credit of Government servant as on the last day of December or June is 300 days...or less but more than 285 days, the advance credit of 15 days earned leave on first day of January or July ... shall instead of being credited in leave account be kept separately and first adjusted against the earned leave that the Government servant takes during that half-year and the balance, if any, shall be credited to the leave account at the close of the half-year, subject to the condition that balance of such earned leave plus leave already at credit do not exceed the maximum limit of 300 days” be adapted and incorporated in the existing leave rules of the State, other things remaining same.**

HALF-PAY LEAVE

- 12.3.1 Half-pay leave is calculated at 20 days for each completed year of service. And service includes periods of duty and leave including extra-ordinary leave with medical certificate, but it does not include periods of suspension treated as dies non, overstayal of leave/joining time unless otherwise regularized.
- 12.3.2 The Seventh Central Pay Commission noted that in respect of the Central Government employees, credit @ 10 days on the 1st of January and 1st of July every year is/are afforded. And for the purpose, the advance credit for the half-year in which a Government employee is appointed will be at the rate of 5/3 days for each completed Calendar months of service one is likely to render in the half-year
- 12.3.3 **This Commission recommends advance credit of 10 days of half-pay leave on the 1st day of January and 1st day of July. The Commission also recommends grant of half-pay leave to a temporary Government employee subject to the sanctioning authority satisfying himself that the official concerned will return to duty after the expiry of leave.**

COMMUTED LEAVE

- 12.4.1 Commuted leave not exceeding half the amount of half-pay leave may be granted on medical certificate to a government employee, subject to the conditions as laid down under S.R.94(a) of the Meghalaya F.Rs. & S.Rs., 1984.
- 12.4.2 **While noting generally that the existing provisions under the aforesaid rules are adequate, the Commission recommends that commuted leave may also be granted without medical certificate in the following cases:-**
- (a) **Up-to a maximum of 66 days, to a female government employee, if it is in continuation of Maternity Leave.**

- (b) **Up-to a maximum of 60 days, to a female employee if and when she is adopting a child, provided that the adopted child is less than one year old and also subject to the condition that the adopting female employee has less than two living children.**

MATERNITY LEAVE & PATERNITY LEAVE

- 12.5.1. The Commission has carefully considered the replies to the Questionnaire and the submissions received from various Service Associations and individual government employees suggesting a raise in the period of maternity leave, presently admissible at 120 days, and paternity leave presently admissible at 7 days.
- 12.5.2. **The Commission recommends that 180 days maternity leave and 15 days paternity leave may be made admissible to all government employees whose salaries are borne by Government, including teachers of Deficit and Aided Colleges and Schools, subject to the facility being available for a limit of 2 (two) surviving children only.**
- 12.5.3. **The Commission also recommends that such leave may not normally be refused provided the leave is applied 15(fifteen) days before or up-to six months from the date of delivery.**

**LEAVE ENTITLEMENT FOR THE TEACHING STAFF OF
VACATION DEPARTMENT**

- 12.6.1 The Commission notes that the following leave entitlements for the Teaching Staff of the educational institutions are adequate:
- (i) Ten days of earned leave subject to the existing regulations of availing of the vacation, i.e., 5 days of earned leave to be afforded for half-year on the 1st day of January and 1st day of July.
 - (ii) Restriction of availing commuted leave on private affairs to be done away with; and
 - (iii) Entitlement of half-pay leave to be raised to thirty-days from the existing twenty days in respect of each completed year of service.
- 12.6.2 **The Commission, therefore, recommends that status quo may be maintained.**

SPECIAL DISABILITY LEAVE

- 12.7.1 The Commission notes that the existing provisions on Special Disability Leave by injury intentionally or accidentally inflicted or caused in or in consequence of the due performance of official duties or in consequence of official position are adequate.
- 12.7.2 **The Commission, therefore, recommends no change.**

STUDY LEAVE

- 12.8.1 The Commission notes that Study Leave is granted to a government employee with not less than five years' service for undergoing a special course of higher or specialised training in a professional or technical subject having a direct and close connection with the system of his/her duties. The leave is ordinarily linked to twelve months at any time and during the entire service, twenty four months, inclusive of similar kind of leave for study or training granted under any other rules.
- 12.8.2 **The Commission did not receive any demand for change on the matter and, therefore, recommends that status quo may be maintained.**

SPECIAL CASUAL LEAVE

- 12.9.1 This Commission notes that the Fourth Meghalaya Pay Commission had observed that Special Casual Leave was granted to State Government employees without any specific rules and that the Government has been following the provision contained in the Government of Assam's Hand Book of General Circular. The Fourth Meghalaya Pay Commission had, therefore, recommended for framing of formal rules for regulating the grant of Special Casual Leave for the purpose on Games, Sports and Athletic meets, and such events where the State Government employees participate either individually or in connection with Employees Association Service related programmes.
- 12.9.2 **This Commission reiterates the views of the Fourth Meghalaya Pay Commission and recommends that the following issues be kept in view while formulating rules in this regard:**
- (a) **Limit the number of purpose for which an employee or group of employees may be granted the Special Casual Leave in a year.**
 - (b) **Limit the total number of days of Special Casual Leave that may be granted in a year.**

CASUAL LEAVE

12.10.1 The Commission notes that –

- (a) Casual leave is not a recognised form of leave and a Government employee on casual leave is not treated as absent from duty. So pay and allowances are not held up.
- (b) Under the existing rules casual leave is limited to 15 days in a Calendar year.
- (c) The under-mentioned conditions constitute the regulation of casual leave, amongst others:
 - (i) Casual leave can be combined with Special casual leave/vacation but not with any other kind of leave including joining time.
 - (ii) Public holidays/Sundays/Restricted holidays or weekly off-days are not counted as part of casual leave but can be prefixed/suffixed with casual leave.
 - (iii) Casual leave can be taken while on tour but no Daily Allowance will be admissible.
 - (iv) Casual leave is essentially intended for short periods and normally should not be granted more than six days at a stretch.

12.10.2 **The Commission recommends that status quo may be maintained.**

LATE ATTENDANCE

12.11.1 Half-day casual leave is debited to the casual leave account for each late attendance. In cases whenever debiting half-day casual leave does not ensure punctual attendance of a government employee, **this Commission recommends that disciplinary action should be taken, besides debiting the casual leave.**

CHAPTER 13

MISCELLANEOUS MATTERS

RESOURCE MOBILIZATION BY ADDITIONAL TAXATION

- 13.1.1 The Commission considered the various responses to the Questionnaire relating to this matter and agrees with the suggestion for fuller mobilization and realization of taxes and cess, such as Water Tariff, User Charges of State Highways, etc., besides adequate measures to stop leakages of State Revenue due to under-collection, non-collection, etc.,

REALISTIC SCOPE FOR EFFECTING ECONOMY IN GOVERNMENT EXPENDITURE

- 13.2.1 The Commission has carefully considered the views and comments received from various stakeholders in their responses to the Questionnaire and **recommends the following –**
- a. **Need for enhancement of austerity measures on –**
 - i. **Travels, transportation cost, P.O.L.**
 - ii. **Purchase of vehicles, repairs, etc.**
 - iii. **Mass Awareness Programmes / Festivals, etc.**
 - b. **Employment of work-charged and muster roll Staff: Work done by them may be privatized / outsourced or contractual basis in a more cost-effective manner.**
 - c. **To curtail / stop further expenditure on chronically sick PSU's / Undertakings.**
 - d. **Works for construction of temporary structures: Creation of permanent facility through one-time investment instead of annual/periodic recurring expenditure.**
 - e. **Intra-State travel for attending meetings: Video Conferencing between officials may be held to reduce unnecessary travel costs.**
 - f. **Purchase of cost-effective vehicles only, for official use.**
 - g. **Officers be encouraged to purchase their own vehicles through Bank Financing Schemes for use for their official travels, by introduction of incentivized mileage rates for journeys by such private vehicles.**

PUBLIC HOLIDAYS

- 13.3.1 A public holiday is a holiday generally established by law and is usually a non-working day during the year.
- 13.3.2 Presently, there are 23 Public holidays declared under the Negotiable Instruments Act, 1881, including three national holidays, besides two Restricted holidays (from a list of 11) which the State Government employee can avail of. The Deputy Commissioners are authorised to declare a maximum of 3 (three) days only as local holidays out of a list of 5. (Note: in 2017 six Public holidays and three Restricted holidays fell on Saturdays/Sundays).
- 13.3.3 The Fourth Meghalaya Pay Commission felt that the matter of Public holidays may be left to the discretion of the State Government.
- 13.3.4 **This Commission agrees with the above view of the Fourth Meghalaya Pay Commission and has no recommendation to make in this regard.**

RESTRICTED HOLIDAYS AND HALF HOLIDAYS

- 13.4.1 The First and Second Meghalaya Pay Commissions have lamented the fact that Restricted holidays have been converted into a kind of Public holidays as employees avail of these holidays (which are generally based on faiths of various communities) irrespective of the fact that they follow a particular faith.
- 13.4.2 The Third Pay Commission did not deliberate on this issue.
- 13.4.3 The Fourth Meghalaya Pay Commission felt that *“there was no harm in availing Restricted holidays though one might not be following the particular faith if the number of such holidays availed of by an employee is strictly limited to two. What is needed is a strict monitoring that no person avails of more than two restricted holidays.”*
- 13.4.4 **This Commission endorses the above views of the Fourth Meghalaya Pay Commission and does not find it necessary to make any new recommendation in this regard.**
- 13.4.5 The Commission notes that half-holidays are generally granted to the government employees on the pretext of football matches, public functions, etc., often declared on the same day without any prior notice, which undoubtedly caused great inconvenience to the general public. The Fourth Meghalaya Pay Commission was of the opinion that in the given situation, *“It should be for the Government to take a view based on what image it wants to project.”*
- 13.4.6 **This Commission considered the matter and recommends that half-holidays should generally be avoided except when granted in the rarest of the rare occasion by State Government.**

WORKING HOURS

- 13.5.1 Working hours are the time during which the persons employed are at the disposal of the employer.
- 13.5.2 The Second Meghalaya Pay Commission recommended adoption of five-day week system in the line with the Central Government, rescheduling the working hours to 10.00 A.M to 5.00 P.M for summer and 10.00 A.M to 4.30. P.M. for winter. Earlier, the 2nd and 4th Saturdays were holidays with working hours of 10.00 A.M. to 4.30 P.M. (upto 4.00 P.M in winter). The 3rd Meghalaya Pay Commission did not deliberate on this issue.
- 13.5.3 The Fourth Meghalaya Pay Commission did not recommend any change but with regard to the employees in the Industrial Section of the Government Press, the Commission recommended that the *“present working hours, being reasonable, may continue.”*
- 13.5.4 **This Commission recommends that status quo may be maintained.**

HONORARIUM AND FEE

- 13.6.1 The Commission notes that the Meghalaya F.Rs & S.Rs, 1984 define ‘Honorary’ and ‘Fee’ as follows –
F.R. 7(6) - *“‘Fee’ means a recurring or non-recurring payment to a government servant from a source other than the Consolidated Fund of India or the Consolidated Fund of a State whether made directly to the government servant or indirectly through the intermediary of Government”.*
FR 7(8) – *“ ‘Honorary’ means a recurring or non-recurring payment granted to a government servant from the Consolidated Fund of India or the Consolidated Fund of a State as remuneration for a special work of an intermittent or occasional character”.*
- 13.6.2 The Second Meghalaya Pay Commission felt that the grant of honorarium was a better incentive than Special Pay. It recommended that the grant of honorarium should be left at the discretion of the sanctioning authority on the merit of each case/occasion. It did not recommend any change in the existing provisions in regard to Fee.
- 13.6.3 The Fourth Meghalaya Pay Commission endorsed the view expressed by the Second Meghalaya Pay Commission, emphasising that the grant of honorarium should not be made in a routine manner and should also not be restricted to one grant in twelve months but should be left to the sanctioning authority to take decision on merit and on case-to-case basis.
- 13.6.4 **This Commission endorses the recommendation of the Fourth Meghalaya Pay Commission and does not consider it necessary to make any fresh recommendation in this regard.**

CHAPTER – 14

COMMISSION'S RECOMMENDATIONS ON ARISING ANOMALIES
IN THE SCALES OF PAYANOMALY ARISING FROM THE IMPROVEMENT IN THE PAY SCALE
OF THE JUNIOR ACCOUNTS ASSISTANT

14.1.1 The Commission notes that the following issues raised by the Meghalaya Secretariat Service Association are borne out by facts on record –

- a. On the recommendation of the Fourth Meghalaya Pay Commission, the State Government revised the pay scales of the Lower/Upper Division Assistants in the Meghalaya Secretariat and the Junior/Senior Accounts Assistants vide the Meghalaya Revision of Pay Rules, 2009 and placed them in the pay scales as shown below –

| Sl. | Name of Post | Pay Scale (in ₹) |
|-----|---------------------------|------------------|
| 1 | UPPER DIVISION ASSISTANT | 14100 - 27510 |
| 2 | LOWER DIVISION ASSISTANT | 11300 - 22000 |
| 3 | SENIOR ACCOUNTS ASSISTANT | 12000 - 23440 |
| 4 | JUNIOR ACCOUNTS ASSISTANT | 9900 - 19370 |

- b. State Finance Department vide their Notification No. FEG.32/2014/21 dated 01.07.2014 enhanced the pay scales of Members of the Meghalaya Subordinate Treasury Accounts Service, as follows -

| Sl. | Name of Post | Pay Scale (in ₹) |
|-----|---------------------------|------------------|
| 1 | ACCOUNTANT | 15700 - 30610 |
| 2 | SENIOR ACCOUNTS ASSISTANT | 14700 - 28760 |
| 3 | JUNIOR ACCOUNTS ASSISTANT | 14100 - 27510 |

- c. Earlier State Pay Commissions have maintained the pay scales of the Meghalaya Secretariat Subordinate Service, which is the premier Subordinate Service of the State, at a higher level than that of the Meghalaya Subordinate Treasury Accounts Service.

The sister Government of Assam has also maintained the same distinction by placing the pay scales of the Secretariat Service higher than the Treasury Service. The pay scales of these services as per The Assam Service (Revision of Pay) Rules, 2017 are given below:

Secretariat Service:

| | |
|--|---------------------------|
| <i>Senior Administrative Assistant</i> | : 22000 – 87000 (GP 9100) |
| <i>Junior Administrative Assistant</i> | : 14000 – 49000 (GP 8700) |

Treasury Service:

| | |
|---|---------------------------|
| <i>Treasury Accountant</i> | : 22000 – 87000 (GP 9100) |
| <i>Senior Accounts Assistant (Graduate)</i> | : 14000 – 49000 (GP 8700) |
| <i>Senior Accounts Assistant (Under Graduate)</i> | : 14000 – 49000 (GP 8000) |
| <i>Junior Accounts Assistant (Graduate)</i> | : 14000 – 49000 (GP 7400) |
| <i>Junior Accounts Assistant (Under Graduate)</i> | : 14000 – 49000 (GP 6200) |

- d. During 2008, State Government raised the entry level qualification for appointment to the post of LDA under the Meghalaya Secretariat Subordinate Service to Degree in Arts/Commerce/Science and made it compulsory for the LDA in the Secretariat to be computer literate at the time of entry into service. Those who are not computer literate are required to compulsorily attend in-service computer training conducted by the State Government.
- e. In addition, passing ‘In-Service Group A - Junior Course’ is compulsory for the LDAs and passing ‘In-Service Group B - Senior Course’ is compulsory for the UDAs, with a view to acquaint them with all the Rules and Manuals of Office Procedures, which include Meghalaya F.Rs & S.Rs, Financial Rules, Delegation of Financial Powers Rules, Treasury Rules, Pension Rules, Discipline & Appeal Rules, Rules of Executive Business of the Government, Budget, Planning, Contingency Manual, MPSC Regulations and Limitation of Functions, Procedures & Conduct of Business in the Meghalaya Legislative Assembly, etc. Failure to successfully complete the said Training Courses will render them ineligible for promotion to the higher grade/post, till they successfully complete the said Course(s).
- f. Though the Integrated Financial Management System (Treasury Net), Centralized Pension Payment System (CPPS) and Meghalaya Employee Information System Megh-EIS have been implemented successfully in the State with effect from 2014, but in doing so the JAAs and the SAAs have been assisted by 10 posts of Programming Assistants and 75 posts of Data Entry Operators, created specifically for the purpose during August, 2015.
- g. In the given premises, the decision of the State Finance Department vide Notification No. FEG.32/2014/21 dated 01.07.2014, to fix the pay scales of the Meghalaya Subordinate Treasury Accounts Service for enhanced pay scales, and to raise their pay scales, as follows:-

Accountant : from 14100 – 27510 to 15700 – 30610
 Senior Accounts Assistant : from 12000 – 23440 to 14700 – 28760
 Junior Accounts Assistant : from 9900 – 19370 to 14100 – 27510

needs to be reopened, reviewed and re-decided.

- h. In this connection, it needs to be noted that while revising the pay scales of the Meghalaya Subordinate Treasury Accounts Service upwards, the pay scales of Senior Accounts Assistants were revised by jumping over 2 interim pay scale levels, and the pay scales of Junior Accounts Assistants were revised by jumping over 4 interim pay scale levels as follows –

| Sl. | Name of Post | Pre-revised Scale | Interim Scales | Scales to which Revised w.e.f. 01.07.2014 |
|-----|---------------------------|-------------------|--|---|
| 1 | Accountant | 14100 – 27510 | 14700 – 28760 | 15700 – 30610 |
| 2 | Senior Accounts Assistant | 12000 – 23440 | 13100 – 25570 14100 – 27510 | 14700 – 28760 |
| 3 | Junior Accounts Assistant | 9900 – 19370 | 10600 – 20720 11300 – 22000 12000 – 23440 13100 – 25570 | 14100 – 27510 |

- i. The Commission also notes from the submissions of the Meghalaya Secretariat Service Association that they had filed a representation in the above regard before State Government seeking enhancement of the pay scales of the Meghalaya Secretariat Subordinate Service. After due consideration, State Government in the Personnel & A.R (A) Department had, vide letter No. PER.4/2005/794, replied that “*since the State Government is in the process of setting up the Pay Commission, this matter should correctly come under the examination of the Commission along with all other Departments. Taking any decision now to change the scales would also have repercussions which will not be conducive to smooth administration.*”

14.1.2 The Commission feels that an anomalous position has arisen out of the State Government decision to sharply increase the pay scales of the Meghalaya Subordinate Treasury Accounts Service, as indicated above.

14.1.3 It also appears to the Commission that the decision in question has resulted in considerable resentment amongst a critical section of State Government employees.

14.1.4 On the other hand, the Commission feels that extending similar consideration to the effected level of employees and suitably enhancing their pay scales will have cascading horizontal as well as lateral effects on a large number of associated pay scales. This is neither desirable nor sustainable in terms of the

resultant additional financial burden which such upward revision of pay scales will generate.

14.1.5 Having considered all aspects of the matter, **the Commission recommends –**

(a) Status quo in respect of the levels of pay scales of the UDAs and LDAs under the Meghalaya Secretariat Subordinate Services, as fixed by the Meghalaya Revision Pay Rules, 2009;

(b) Re-fixation of the pay levels of the Meghalaya Subordinate Treasury Accounts Service, with effect from the date of implementation of the Commission’s recommendations, as follows –

Accountant : Level – 12 (starting at ₹ 39400)

Senior Accounts Assistant : Level – 11 (starting at ₹ 37800)

Junior Accounts Assistant : Level – 8 (starting at ₹ 30300)

(c) The pay of the affected Members of the Meghalaya Subordinate Treasury Accounts Service may be protected in the Pay Levels as recommended above with reference to the actual amount drawn as Pay and DA on the effective date, under the relevant provisions of the Meghalaya F.Rs and S.Rs.

**SERVICE CONDITIONS AND SCALES OF PAY OF VICE-
PRINCIPAL VIS-A-VIS ASSISTANT LECTURER OF HIGHER
SECONDARY SCHOOLS**

14.2.1 The Commission received representations from the stake-holders, i.e., the Vice-Principals and Assistant Lecturers of the Higher Secondary Schools on the matter of pay scales. The Vice-Principals have made submissions that the Cadre Post of Vice-Principal carries a higher degree of administrative responsibility besides normal classroom functions. In addition, he/she has to remain in office throughout the working days, whereas the Assistant Lecturer’s duties/responsibilities are confined to classroom works and related extra-curricular and co-curricular activities. The prescribed educational qualification is Post-Graduate in Science, Commerce or Arts, and both level of cadres are placed in the existing Pay Scale of 15700 – 30610.

14.2.2 The matter has been examined in the light of the provisions of the Meghalaya School Service Rules, 2012 and the Meghalaya School Education Service Rules, 2012.

14.2.3 In Schedule – I to the School Service Rules, the two Cadre Posts of Vice-Principal and Assistant Lecturers are classified as “Senior School Service, Grade I” with pay scale of 15700 – 30610.

14.2.4 Sub rule (5) of Rule 6 of the School Education Service Rules provides appointment to Junior Grade-II, i.e., Sub-Divisional School Education Officer/ Headmaster/Headmistress of Secondary Schools and Special Officer

in the Pay Scale of 17000 – 33690, by promotion from amongst the Members of Senior School Service Grade-I of the Meghalaya School Service. In other words, both the cadres of Vice-Principal and Assistant Lecturer are eligible for promotion to Junior Grade-II of the Meghalaya School Education Service.

- 14.2.5 The Fourth Meghalaya Pay Commission, at para. 12.9.16 of its Report, took note of the anomalous situation in so far as the above two cadres are concerned and observed as below:-

“The Commission was informed that at present most of the Higher Secondary Schools including the Government Higher Secondary Schools are headed by persons with degree qualification on seniority basis without taking into account the prescribed educational qualification for the post of Principal including Vice-Principal. As per the Rules and Regulations of the Meghalaya Board of School Education, the Head of the Higher Secondary Schools should be a Post-Graduate Degree holder in Arts, Science or Commerce, whereas, the minimum qualification of the Assistant Lecturers serving under him/her are Post-Graduate Degree holders. Ideally and logically, therefore, the Principal should have a Post-Graduate Degree or equivalent in Arts/Science/Commerce”.

- 14.2.6 Keeping in view the hierarchical structure in the Higher Secondary Schools the Vice-Principal is immediately below and second only to the Head of the Institution, that is, the Principal.

Analysis, Consideration and Recommendation:

- (a) The post of Vice-Principal carries the identical existing pay scale of 15700 – 30610 as the Assistant Lecturer but is attached with a Charge Allowance of ₹ 500.00 p.m. in consideration of higher degree of duties and responsibilities.
- (b) There are two higher levels of pay scales over the existing applicable scale of pay of 15700 – 30610, immediately below the existing pay scale of the post of Principal, which is 18300 – 35100. These two pay scales are:
- (a) 16300 – 31860
- (b) 17000 – 33690

The Commission, therefore, recommends the higher Pay Level 14 for the post of Vice-Principal subject to suitable amendment of the existing Service Rules.

ANALYSIS OF EXISTING PAY SCALES OF GROUP 'B' AND GROUP 'C' SERVICES

- 14.3.1 The Commission carefully examined the pay scales of posts at all levels of Government with particular focus on the pay scales at the lower levels of the pay structure, in order to determine whether similar lower level posts having more or less similar functions and similar designations, with more or less similar scope and ambit of duties and responsibilities, similar entry level qualification(s) and similar mode of recruitment were placed in similar pay scales.
- 14.3.2 The Commission was surprised to note the disparity and difference of pay scales amongst such similar lower level posts, having more or less similar functions and similar designations, with more or less similar scope and ambit of duties and responsibilities, similar entry level qualification(s) and similar mode of recruitment. Holders of such similar posts were drawing widely varying scales of pay ranging across five to ten levels of pay scales. **For example**, the pay scales of the posts indicated in the Statement below are at different levels although the posts carry similar functions and similar designations, similar entry level qualification(s) with more or less similar scope and ambit of duties and responsibilities, and similar mode of recruitment –

| Sl. No. | Name of Posts | Department | Entry Level Qualification | Scale of Pay (₹) |
|---------|----------------------|-------------------------------|---------------------------|------------------|
| (1) | | (2) | (3) | (4) |
| 1. | Laboratory Attendant | Health & F.W. | SSLC | 6500 - 12700 |
| | Laboratory Attendant | A.H. & Vety. | SSLC | 7100 - 13840 |
| 2. | Library Attendant | MATI | SSLC | 6500 - 12700 |
| | Library Helper | Arts & Culture | SSLC | 7100 - 12700 |
| 3. | Book Binder | Arts & Culture | SSLC | 7100 - 13840 |
| | Binder | Revenue & Disaster Management | SSLC | 8300 - 16270 |
| 4. | Pump Operator | Mining & Geology | SSLC | 7700 - 15020 |
| | Generator Operator | Forests & Environment | SSLC | 8300 - 16270 |
| | Operator | Revenue & Disaster Management | SSLC | 12000 - 23440 |
| 5. | Record Keeper | A.H. & Vety. | SSLC | 7700 - 15020 |
| | Record Keeper | Revenue & Disaster Management | SSLC | 9200 - 18020 |
| 6. | Fireman Mechanic | Home (Police) | SSLC | 8300 - 16270 |
| | Junior Mechanic | Printing & Stationery | SSLC | 9900 - 19370 |
| | Head Mechanic | Agriculture | SSLC | 10600 - 20720 |
| | Mechanic | Home (Police) | SSLC | 11300 - 22000 |

- 14.3.3 The extent of the arising anomalous situation may be seen in the Analysis Statement of the concerned existing Pay Scales as at **Annexure RPS-1**.
- 14.3.4 The Commission is convinced that the arising anomalous situation has been the result of adoption of pay scales existing at the time of formation of the State of Meghalaya, as well as the continued creation and sanction of posts, over the years, on a widely varying range of pay scales, **without reference to any principle or criteria for such purpose**, although a large number of such posts were having more or less similar or comparable functions, similar or comparable designations, with more or less similar scope and ambit of duties and responsibilities, similar level of entry level qualifications and similar mode of recruitment.
- 14.3.5 After careful analysis, the Commission is of the view that such widely varying pay scales for posts having more or less similar or comparable functions, similar or comparable designations, with more or less similar scope and ambit of duties and responsibilities, similar level of entry level qualifications and similar mode of recruitment, were neither fair nor desirable.
- 14.3.6 Any decision to rationalize the prevailing situation will result, either in –
- (a) drop in pay of some section of the concerned employees who are in position, or
 - (b) increase in pay of some section of the concerned employees who are in position, resulting in increased burden of financial expenditure on the State Exchequer.
- Neither of these two end-effects are desirable, nor can be recommended by the Commission.
- 14.3.7 However, the Commission is of the well considered opinion that the same Pay Level should be applicable to all posts having more or less similar or comparable functions, similar or comparable designations, with more or less similar scope and ambit of duties and responsibilities, similar level of entry level qualifications and similar mode of recruitment, with reference to the Service Rules, especially the Service Rules for the Subordinate Services of concerned Departments.
- 14.3.8 **The Commission is convinced that the matter needs further careful detailed study, analysis and recommendation for course correction, but this cannot be done within the time frame available to the Commission** since the Service Rules, especially the Service Rules for the Subordinate Services of a very large number of Departments have neither been finalised nor notified, as on date.
- 14.3.9 **The Commission therefore recommends that the matter relating to similar pay levels for all posts having more or less similar or comparable**

functions, similar or comparable designations, with more or less similar scope and ambit of duties and responsibilities, similar level of entry level qualifications and similar mode of recruitment may be referred for careful examination to the Expert Group which may be set up as an Administrative Reforms Commission, as recommended in Chapter-15 of this Report, for rationalized restructuring of the manpower of all services in the State. The rationalised posts may then be appropriately placed in one of the 22 Pay Levels recommended by this Commission.

- 14.3.10 However, the Commission recommends the following limited modification in the nomenclature of the concerned posts, with a view to affect such rationalisation as possible, till the matter is further sorted out –

| Department | Existing name of post | Existing Pay Scale (₹) | Recommended nomenclature | Recommended Pay Level |
|------------------------------|-----------------------|------------------------|--|-----------------------|
| (1) | (2) | (3) | (4) | (5) |
| Printing & Stationery | Computer Clerk | 12000 – 23440 | To be re-designated as Computer Supervisor | L – 9 |
| Printing & Stationery | Foreman | 14700 – 28760 | To be re-designated as Supervisor Foreman | L – 13 |
| Animal Husbandry & Vety. | Laboratory Attendant | 7100 – 13840 | To be re-designated as Senior Laboratory Attendant | L – 2 (For SSLC) |
| Fisheries | Research Assistant | 14700 – 28760 | To be re-designated as Senior Grade Research Assistant | L – 12 |
| Forests & Environment | Electrician | 7100 – 13840 | To be re-designated as Junior Electrician | L – 2 |
| Home (Police) | Electrician | 7100 – 13840 | To be re-designated as Junior Electrician | L – 2 |
| Animal Husbandry & Vety. | Electrician | 8300 – 16270 | To be re-designated as Senior Electrician | L – 4 |
| Health & Family Welfare | | | | |
| Agriculture | | | | |
| General Administration | | | | |
| Per & A.R. | | | | |
| Public Works | | | | |
| Public Health Engineering | | | | |
| Soil & Water Conser-vation | | | | |
| Water Resources | | | | |
| Assembly Secretariat | | | | |
| Commerce & Industries | Electrician | 11300 – 22000 | To be re-designated as Head Electrician | L – 8 |
| Commerce & Industries (CFSW) | | | | |

Annexure RPS- 1

| Sl. No | Name of Post | Department/Office | Qualification | Scale of Pay |
|--------|---|--------------------------------|---|--|
| (1) | (3) | (2) | (4) | (5) |
| 1. | Laboratory Attendant | Health & Family Welfare | SSLC | 6500 – 12700 |
| | Laboratory Attendant | Animal Husbandry & Veterinary | SSLC | 7100 – 13840 |
| 2. | Library Attendant | M.A.T.I | SSLC | 6500 – 12700 |
| | Library Helper | Arts & Culture | SSLC | 7100 – 12700 |
| 3. | Book Binder | Arts & Culture | SSLC | 7100 – 13840 |
| | Binder | Revenue & Disaster Management | SSLC | 8300 – 16270 |
| 4. | Water Pump Operator | Health & Family Welfare | SSLC | 7100 – 13840 |
| | Pump Operator | Mining & Geology | SSLC with ITI Certificate in the Trade | 7700 – 15020 |
| | Generator Operator | Forest & Environment | SSLC | 8300 – 16270 |
| | Operator | Revenue & Disaster Management | SSLC | 12000 – 23440 |
| 5. | Record Keeper | Public Works | - | 6500 – 12700 |
| | Record Keeper | Animal Husbandry & Veterinary | SSLC | 7700 – 15020 |
| | Record Keeper | Arts & Culture | HSSLC | 8300 – 16270 |
| | Record Keeper | Revenue & Disaster Management | SSLC | 9200 – 18020 |
| | Record Keeper | Law & Parliamentary Affairs | - | 11300 – 22000 |
| 6. | Draughtsman | Public Works | 2(two) years Certificate Course in Draughtsman ship | 10600 – 20720 |
| | Draughtsman | Forests and Environment | Certificate in Draftsmanship | 11300 – 22000 (For Diploma Holders) 10600 – 20720 (For Certificate Holders) |
| 7. | Library Assistant | Public Works | HSSLC | 8300 – 16270 |
| | Library Assistant (D.I.E.T) | Education | HSSLC | 9200 – 18020 |
| | Library Assistant (Basic Training Centre) | Education | HSSLC | 9900 – 19370 |
| 8. | Librarian | Education (Polytechnic) | M. Library Science | 9900 – 19370 |
| | Librarian | Information & Public Relations | - | 11300 – 22000 |
| | District Librarian / Assistant Librarian/ Reference Librarian | Arts & Culture | Bachelor Degree in Library Science | 14100 – 27510 |

Report of the Fifth MPC

| | | | | |
|-----|--|------------------------------------|---|---------------|
| | Librarian | Assembly Secretariat | Bachelor in Library Science | 16300 – 31860 |
| 9. | Library Assistant | Arts & Culture (District) | HSSLC | 7700 – 15020 |
| | Library Assistant | Health & Family Welfare | - | 8300 – 16270 |
| | Library Assistant | Arts & Culture (State Museum) | HSSLC | 9200 – 18020 |
| 10. | Field Assistant | Planning | SSLC | 8300 – 16270 |
| | Field Assistant | Agriculture | | 9900 – 19370 |
| | Field Assistant | Forests & Environment | B.Sc. | 14100 – 27510 |
| 11. | Foreman | Commerce & Industries | - | 11300 – 22000 |
| | Reeling Foreman | Sericulture & Weaving | Master's/ Bachelor's Degree in Botany/ Zoology with Post Graduate Diploma in Sericulture/B.Sc Sericulture | 13100 – 25570 |
| | Foreman | Education | Matriculate with ITI in Trade | 14100 – 27510 |
| 12. | O.T. Technician | Health & Family Welfare | HSSLC Science with Diploma | 9200 – 18020 |
| | EGC Technician | Health & Family Welfare | HSSLC Science with Diploma | 10600 – 20720 |
| 13. | Plumber | Prisons | - | 6500 – 12700 |
| | Plumber | Forest & Environment | - | 7100 – 13840 |
| | Plumber | Soil & Conservation | Certificate in Trade | 8300 – 16270 |
| 14. | Plane Table Surveyor | Revenue and Disaster Management | HSSLC | 8300 – 16230 |
| | Surveyor Grade - III | Public Health Engineering | Certificate in Survey | 9200 – 18020 |
| | Junior Apprenticeship Adviser-cum-Surveyor | Labour | Diploma in Mechanical Engineering | 11300 – 22000 |
| 15. | Technical Assistant | Sericulture & Weaving | HSLC with Maths and Science with Certificate in Handloom Weaving | 9200 – 18020 |
| | Technical Assistant | Information & Public Relations | ITI Passed in TV Electronics | 10600 – 20720 |
| 16. | Electrician | Forests & Environment | | 7100 – 13840 |
| | Electrician | Animal Husbandry & Vety | Diploma in Electrical Engineering | 8300 – 16270 |
| | Electrician | Commerce & Industries (CFSW) | - | 11300 – 22000 |
| 17. | Mechanic | Home (Civil Defence & Home Guards) | SSLC | 7700 – 15020 |
| | Mechanic | Soil & Water Conservation | SSLC with Certificate in Automobile | 8300 – 16270 |

| | | | | |
|-----|---------------------|---------------------------------------|---|---------------|
| | | | Engineering or Training | |
| | Mechanic | Assembly Secretariat | Diploma in Mechanical Engineering | 9200 – 18020 |
| | Mechanic | Agriculture | - | 9900 – 19370 |
| 18. | Data Entry Operator | Labour | 1(one) year Diploma in Computer Applications and Typing speed of 40 wpm | 9200 – 18020 |
| | Data Entry Operator | Agriculture | 1 1/2 years Diploma in Computer Applications/ Science | 10600 – 20720 |
| | Data Entry Operator | Programme Implementation & Evaluation | Diploma in Computer Application | 11300 – 22000 |

CHAPTER – 15

THE NEED FOR ADMINISTRATIVE REFORMS

- 15.1.1 The Commission notes that the Fourth Meghalaya Pay Commission under the caption “Modernisation and E-Governance” under Para. 10.19.1. to 10.19.12 of its Report observed the need to make the Government functioning more **economic**, state of the art of Information Communication Technology like internet based services using email facilities for official communication and Video Conferencing facilities for holding State Level meetings of various Departments from remote locations, Departmental Intranet Portal for displaying of Notice Boards, Bulletin Boards, G2G Services, Accounting system like Pay bills processing, Personnel Information System, Online application, Business Process Re-engineering (BPR), Paperless or less-paper office, Improve work culture and office environment, Professionalism in services and Efficient-Service delivery by Government Agencies to their users.
- 15.1.2 During the Interactive Sessions of the Fifth Meghalaya Pay Commission with various Service Associations, Administrative Departments, Heads of Departments, Group of Individuals and Individual Government Officials, where all gamut and aspects of Administration were succinctly examined and discussed, it was noted that there are widening gaps between the ground reality of goods and services sought to be delivered and that which the existing structures could deliver.
- 15.1.3 The Commission notes that over the decades and more particularly during the last decade, the paradigms of development and regulatory administration have undergone vast change, but the framework and the operating guidelines, Rules & Regulations, etc., remain what it was at the time of Independence. The Meghalaya Administrative Reforms Commission which submitted its report during 1994 had recommended significant changes, but its recommendations were not implemented and most of these recommendations made 23 years ago may no longer be relevant.
- 15.1.4 **The Commission, therefore, recommends that the mismatch between ground realities of development and regulatory administration and the existing framework of governmental machinery and operating guidelines, Rules & Regulations be examined by an Expert Group which may be set up as an Administrative Reforms Commission to examine the following :-**
- (1) Organizational Structure of the State Government –**
- a. Re-organisation of Departments and Directorates:
 - i. Revisiting and redefining the role of the Departments and Directorates in the context of evolving role of governance and need for greater collaboration.

- b. Manpower planning and Process re-engineering.
- c. Suggest ways to position the administrative services in the modern context of global integration, emergence of markets and liberalisation.
- d. To examine if the present system of governance is optimally suited to the environment of the times.
 - i. To suggest a framework for possible areas where there is need for governmental regulation (regulators) and those where it should be reduced.
 - ii. To strengthen the framework for efficient, economical, sensitive, clean, objective and agile administrative machinery.

(2) Ethics in Governance

- a. Vigilance and corruption:
 - i. Strengthening pro-active vigilance to eliminate corruption and harassment to honest civil servants including, wherever necessary, limiting executive discretion.
 - ii. Addressing systemic deficiencies manifesting in reluctance to punish the corrupt.
 - iii. Identify procedures, rules and regulations and factors which lead to corruption (2) suggest measures to combat corruption and arbitrary decision making, and (3) suggest a framework for their periodical review in consultation with the stakeholders.
- b. Relationship between Political Executive and Permanent Civil Services:
 - i. To suggest improvements in the institutional arrangements for smooth, efficient and harmonious relationship between civil service and the political executive.
- c. Code of Conduct for different organs of Government
 - ii. Political Executive, Civil Services, etc.

(3) Refurbishing of Personnel Administration

- a. Review the policy relating to, and all methods of recruitment, training and placement and suggest changes, if required.
- b. Provide guidelines for enhancing performance of civil servants and its appraisal.
- c. Improved methods of cadre management focussing on career progression, motivation and productivity enhancement.
- d. strategies for up-gradation of skills and competencies of civil servants and administrative cadres and appropriate interventions for capacity building.

- e. Linking of performance of Civil Servants and Government personnel to social and economic objectives and outcomes.

(4) Strengthening Financial Management Systems

- a. Capacity building in financial management systems at all levels of Governance, to ensure smooth flow of funds for programmes/projects, proper maintenance of accounts and timely furnishing of necessary information/documents for this purpose.
- b. Strengthening of internal audit systems, to ensure proper utilisation of funds for the purposes/outcomes for which they have been provided, and checking that unit cost of delivery/outcome is as per benchmark developed for this purpose.
- c. An institutionalised method of external audit and assessment of the delivery and impact of programmes.

(5) Steps to ensure effective administration at the State level

- a. To encourage and promote appropriate changes in State Administration in the governance of the States to achieve envisaged outcomes.
- b. Changes required in the State administration to achieve the objectives.

(6) Steps to ensure effective District Administration

- a. Progressive modernisation and transformation of district administration in form and content keeping in mind the centrality thereof in regulating, facilitating and delivering services at the grass root level.
- b. Bringing about systematic changes to infuse and sustain vibrancy and responsiveness.
- c. Streamlining and fine-tuning a comprehensive and accessible public grievance handling and redress mechanism.
- d. Greater devolution and delegation of functions and resources to the local levels.
- e. Examine the coordinating and leadership role of the District Officer in developmental activities and enlisting peoples' participation therein.

(7) Local Self Government/Municipal Boards-Town Committees – Notified Areas and in the context of Panchayati Raj Institutions the relevance and importance of Dorbar Shnong and Nokma

- a. Improving delivery mechanism of public utilities and civic services with greater citizens' and stakeholders' involvement in such processes.
 - i. Utilities like water, power, health and sanitation, education, etc.
- b. Empowerment of local self-government institutions for encouraging participative governance and networking.
- c. To encourage capacity building and training interventions for better performance of local bodies.

(8) Social Capital, Trust and Participative public service delivery

- a. Ways of investing and promoting social capital at all levels of government as an instrument of enhancing governmental effectiveness.
- b. Improve and strengthen the capability of the administration to proactively partner with local community, particularly in remote areas.
- c. Better synergy between the government and the Civil Society Institutions.
 - i. Increase the people-centricness of the administrative approaches.
- d. Ensuring greater involvement of people's representatives and community at large in the conceptualisation and execution of programmes.

(9) Citizen Centric Administration

- a. Accountable and Transparent Government.
 - i. Issues of delegation, accountability and transparency.
 - ii. Move from Process Accountability to Productivity Accountability and from Transactional to Transformative Governance.
 - iii. Reduce delays and ensure promptness in delivery of services.
- b. Progressive Interventions to make administration more result oriented. These interventions, inter-alia, include:
 - i. Process simplification.
 - ii. Target Group Consultations.
 - iii. Flexibility to implementing agencies customised to locals needs.
- c. Strengthening Citizen Centric decision making.
 - i. To further empower the citizen through Citizens' Charter etc.
- d. To facilitate accessibility of user groups to decision-making process. The operational details, inter-alia, may include:

- i. Setting up of Information Facilitation and Solution Centres.
 - ii. Augmenting facilities for submission and redress of grievances and providing replies.
 - iii. Setting up consultative mechanism for receiving suggestions.
- e. Freedom of Information/Right to Information.
- i. To review the confidentiality classification of government documents specially with reference to the Officials Secrets Act.
 - ii. To encourage transparency and access to non-classified data.
 - iii. Disclosure of information and transparency as a supplement to the Right to Information of the citizens.

(10) Promoting e-governance

- a. To reduce red-tape, delay and inconveniences through technology interventions including the use of modern tools, techniques and instruments of e-governance.
- b. Promote knowledge sharing to realise continuous improvement in the quality of governance.

(11) Crisis Management

- a. Suggest ways to quicken the Emergency Responses of administration.
- b. Suggest ways to increase the effectiveness of the machinery to meet the crisis situation and enhance crisis preparedness.

(12) Public order

- a. Suggest a framework to strengthen administrative machinery to maintain public order conducive to social harmony and economic development.
- b. Capacity building for conflict resolution.

(13) Inter-Departmental Coordination for ensuring Capacity Building in each sectors of Government Administration.

15.1.5 **This Commission also recommends that the suggested Administrative Reforms Commission could include expertise from IIM, Shillong; IIT, Guwahati; the North-Eastern Hill University and ASCI, Hyderabad; besides others.**

CHAPTER – 16

DEPARTMENTAL OVERVIEW AND COMMISSION'S DEPARTMENT- SPECIFIC RECOMMENDATIONS

- 16.1 The Commission held detailed discussions with various Service Associations, Unions, group of individuals and individuals on the basis of replies submitted by them in response to the Commission's Questionnaire and views and suggestions offered by them in the Memoranda as well as during their interactions with the Commission. The Commission also discussed the concerns raised by them with the various Departments during its interactions with the Heads of the Departments. Some of the main issues and concerns include absence of Service Rules for a large number of Departments who continue functioning under the Executive Orders/Office Memorandum; urgent need of cadre re-structuring for many departments so as to tackle the ever increasing problem of stagnation in the service and lack of promotional avenues; lack of opportunities for up-grading the skills of the employees through compulsory in-service training programmes etc. The Commission has considered these and other general issues and submissions and has made specific recommendations in the relevant Chapters of this Report.
- 16.1.1 The Commission also considered specific issues related to individual Departments as submitted by the Service Associations, Unions, group of individuals and individuals. It held extensive consultations with the concerned departments on all such specific issues and the views and recommendations of the Commission on these issues are covered in this Chapter.

| DEPARTMENTS | Page No. |
|---|-----------------|
| Agriculture | 289 |
| Animal Husbandry & Veterinary | 300 |
| Arts & Culture | 306 |
| Border Areas Development | 310 |
| Commerce & Industries | 312 |
| Community & Rural Development | 318 |
| Cooperation | 322 |
| Education | 324 |
| Election | 345 |
| Excise, Registration, Taxation & Stamps | 347 |
| Finance | 351 |
| Fisheries | 358 |
| Food, Civil Supplies & Consumer Affairs | 361 |
| Forests & Environment | 364 |
| General Administration | 369 |
| Health & Family Welfare | 374 |
| Home (Civil Defence & Home Guards) | 395 |
| Home (Police) | 402 |
| Housing | 412 |
| Information & Public Relations | 415 |
| Information Technology | 418 |
| Labour | 419 |
| Law & Parliamentary Affairs | 428 |
| Legal Metrology | 432 |
| Mining & Geology | 434 |
| Personnel & Administrative Reforms | 438 |
| Planning | 448 |
| Power | 454 |
| Printing & Stationery | 456 |
| Prison | 462 |
| Programme Implementation & Evaluation | 464 |
| Public Health Engineering | 466 |
| Public Works | 471 |
| Revenue & Disaster Management | 477 |
| Secretariat Administration | 483 |
| Sericulture & Weaving | 486 |
| Social Welfare | 490 |
| Soil & Water Conservation | 495 |
| Sports & Youth Affairs | 500 |
| Tourism | 502 |
| Transport | 504 |
| Urban Affairs | 507 |
| Water Resources | 510 |
| Assembly Secretariat | 513 |
| Meghalaya Public Service Commission | 520 |
| Common Categories of Posts | 522 |

AGRICULTURE

- 16.2 Agriculture Department functions as an integrated entity comprising various spheres of developmental activities in the field of agriculture and horticulture. Its prime objective is to prioritize policies and programmes with a view to increase the crop-production.

DIRECTORATE OF AGRICULTURE

- 16.2.1 The Directorate of Agriculture is headed by the Director of Agriculture who is assisted by senior officers of the level of Joint Director, Deputy Director, Assistant Directors and subject-matter Specialists such as Agriculture Development Officers, Scientific Officers, etc.. The Directorate formulates various schemes related to agricultural extension services to farmers and transfer of the latest technical knowledge to the farming community. It performs statutory functions under various acts and regulations to ensure supply of quality inputs, i.e. seeds, fertilisers, and pesticides to farmers. It also carries out certain other facilitating functions such as soil testing, watershed management, soil survey, credit assessment/arrangements, media production, training to farmers, arranging plant protection campaigns, monitoring and evaluation, disaster management, crop insurance, agricultural mechanisation and extending technical assistance to various agencies.
- 16.2.2 At the District level, there are District Agricultural Officers as the District Head, assisted by a host of field officers. At the Block level, there are Agricultural Development Officers who are assisted by the Gram Sevaks of the Community & Rural Development Department.

DIRECTORATE OF HORTICULTURE

- 16.2.3 The Directorate is headed by the Director and assisted by other subordinate officers at the Headquarters. At the District level, there are District Horticulture Officers assisted by field officers. The Directorate implements schemes which involve supply and subsidy sale of inputs including seeds, fertilisers, manures, equipments, etc. It also undertakes capacity building of identified target groups, like farmers and Self-Help Groups and rural unemployed youth including training of the Departmental officials at various levels. It acts as the technical advisory authority pertaining to crop production system.
- 16.2.4 The Meghalaya Agriculture Technical Government Employees Service Association submitted that Agriculture and Soil & Water Conservation Services have equivalent prescribed qualification and same nature of work but there is great disparity in regard to pay scale, promotion and structure of the Services. The Association thus demanded parity in pay scales with those of Soil & Water Conservation technical services.

16.2.5 **The Commission notes that the issue raised was not borne out by facts in view of the provisions of the amended Service Rules of Soil & Water Resources Department, 2015. In view thereof, the reported discrepancy in pay scales has been resolved. The Commission recommends that the Department needs to re-visit, review and suitably amend the Service Rules, to ensure periodic promotion. The Service Rules should be finalized and notified at the earliest.**

16.2.6 The Meghalaya Sub-Ordinate Agriculture/Horticulture Technical Employees Service Association submitted that a Special Allowance may be considered for workers in Government Farms & Nurseries who have to attend duty during holidays and work overtime daily for period ranging from 8 – 10 hours.

16.2.7 **The Commission recommends that any allowance of this nature needs to be discouraged as the existing ‘Scheme of compensation for holidays foregone’ adequately serves the purpose.**

16.2.8 The Commission also notes that a large number of posts under the Meghalaya Agriculture Service (Grade II) carrying different nomenclatures and placed on the existing pay scale of ₹18300 – 35100 have all been re-designated en masse as Assistant Director vide Agriculture Department’s Notification No. Agri (E)/37/2010/16 dated 24th May, 2010. The re-designation does not appear appropriate given the fact that the structural organization of the Directorates comprises the following:-

| Sl. No. | Status | Designation | Existing Pay Scale (₹) | Revised Pay Level |
|---------|-----------------|---------------------|------------------------|-------------------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Head | Director | 31300 – 46760 | Level – 21 |
| 2. | Additional Head | Additional Director | 28700 – 43980 | Level – 20 |
| 3. | Joint Head | Joint Director | 26700 – 42100 | Level – 19 |
| 4. | Deputy Head | Deputy Director | 23300 – 39270 | Level – 18 |
| 5. | Assistant Head | Assistant Director | 20700 - 36650 | Level – 17 |

16.2.9 **The Commission recommends that the matter be revisited and reviewed by Agriculture Department in consultation with the Referral Departments.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|-----------------------------------|---|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| DIRECTORATE OF AGRICULTURE | | | | |
| 1. | Director | 31300-940-37880-1110-46760 | L – 21 | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L – 19 | |
| 3. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L – 18 | |
| 4. | State Soil Survey Officer | 23300-700-27500-830-32480-970-39270 | L – 18 | |
| 5. | Principal –BATC | 23300-700-27500-830-32480-970-39270 | L – 18 | |
| 6. | District Agriculture Officer | 23300-700-27500-830-32480-970-39270 | L – 18 | |
| 7. | Research Officer | 20700-620-24420-730-29530-890-36650 | L – 17 | |
| 8. | District Training Officer | 20700-620-24420-730-29530-890-36650 | L – 17 | |
| 9. | Agriculture Information Officer | 20700-620-24420-730-29530-890-36650 | L – 17 | |
| 10. | Senior Instructor-BATC | 20700-620-24420-730-29530-890-36650 | L – 17 | |
| 11. | Farm Superintendent, Sambrak State Seeds Farm | 20700-620-24420-730-29530-890-36650 | L – 17 | |
| 12. | Sub-Divisional Agriculture Officer | 20700-620-24420-730-29530-890-36650 | L – 17 | |
| 13. | Assistant Director (Fertiliser) | 18300-500-21800-EB-650-27000-810-35100 | L – 16 | |
| 14. | Assistant Director (Agronomy) | 18300-500-21800-EB-650-27000-810-35100 | L – 16 | |

Report of the Fifth MPC

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| 15. | Assistant Director (Soil Survey) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 16. | Assistant Director (Headquarter) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 17. | Assistant Director (Research & Training) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 18. | Assistant Director (Soil Testing) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 19. | Assistant Director (Research) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 20. | Assistant Director (Information) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 21. | Assistant Director (Pathology) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 22. | Assistant Director (Entomology) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 23. | Assistant Director (Seed Testing) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 24. | Assistant Director (Plant Protection) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 25. | Assistant Director (Rice) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 26. | Assistant Director (Training) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 27. | Assistant Director (Farmers' Training) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 28. | Assistant Director (Farm Management) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 29. | Assistant Director (Sambrak Seed Farm) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 30. | Assistant Director (BATC) | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 31. | Instructor in Animal Husbandry and Veterinary, BATC | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |

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|-----|---|--|--------|--|
| 32. | Agriculture Development Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 33. | Scientific Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 34. | Instructor in Agricultural Engineering (BATC) | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 35. | Assistant Agricultural Engineering | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 36. | Senior Technical Assistant | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 37. | Research Officer (Hydro-metrological Observation Gauge Station) | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 38. | Instructor Cooperation and Panchayat/Health, BATC | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 39. | Junior Instructor (Social Education), BATC | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 40. | Draughtsman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 41. | Cartographer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 42. | Assistant Auditor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 43. | Senior Accountant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 44. | Analytical Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 45. | Translator | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 46. | Accountant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 47. | Blacksmith-cum-Carpenter | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

Report of the Fifth MPC

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| 48. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 (Graduate with 1½ years Diploma in Computer Applications/Science) 9900-250-11650-EB-320-14530-440-19370 (Graduate with no Diploma in Computer Applications/Science) 9200-230-10810-EB-300-13510-410-18020 (For others) | L - 7 (Graduate with 1½ years Diploma in Computer Applications/ Science) L - 6 (Graduate with no Diploma in Computer Applications/ Science) L - 5 (For others) | |
| 49. | Lab Technician | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 50. | Instructor in Cottage Industries BATC | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 51. | Agriculture Inspector | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 52. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 53. | Junior Scientific Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 54. | Mechanic | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 55. | Boiler Attendant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 56. | Pharmacist, BATC | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 57. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 58. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 59. | Mechanic-cum-Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

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|---------------------------------|--|--|--------|---|
| 60. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 61. | Assistant Agriculture Inspector | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 62. | Crop Weather Observer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 63. | Power Pump Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 64. | Power Pump Sprayer | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 65. | Land-cum-Crop Recorder | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 66. | Mandal | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 67. | Plant Protection Field Worker | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 68. | Crop Weather Counter | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| ENGINEERING (MECHANICAL) | | | | |
| 69. | Superintending Engineer-cum-Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 70. | Agriculture Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 71. | Senior Technical Assistant | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 72. | Assistant Agriculture Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 73. | Foreman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 74. | Subordinate Engineer, Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 75. | Draughtsman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |

Report of the Fifth MPC

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|-----|---------------------------------|---|--------|---|
| 76. | Cartography | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 77. | Head Mechanic | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 78. | Mechanic Grade I | 9200-230-10810-EB-300-13510-410-18020 (For Certificate Holder) | L - 5 | |
| 79. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 80. | Mechanic Grade II | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 81. | Sectional Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 82. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 83. | Power Tiller Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 84. | Welder | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 85. | Blacksmith | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 86. | Lathe Machine Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 87. | Tractor Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 88. | Bull dozer Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 89. | Machinist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 90. | Fitter | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 91. | Assistant Power Tiller Operator | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 92. | Assistant Tractor Operator | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

| MONITORING – CUM – EVALUATION | | | | |
|--------------------------------------|-----------------------------------|--|--------|--|
| 93. | Monitoring-cum-Evaluation Officer | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 94. | Agriculture Census Officer | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 95. | Research Officer | 18300–500–21800–EB–650–27000–810–35100 | L – 16 | |
| 96. | Statistical Officer | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 97. | Assistant Research Officer | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 98. | Inspector of Statistics | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |
| 99. | Research Assistant | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 100. | Statistical Assistant | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 101. | Sub-Inspector of Statistics | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 102. | Agriculture Census Inspector | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 103. | Computer Clerk | 9200–230–10810–EB–300–13510–410–18020 | L – 5 | |
| INFORMATION WING | | | | |
| 104. | Agriculture Information Editor | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 105. | Foreman Offset Press | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 106. | Translator | 11300–280–13260–EB–360–16500–500–22000 | L – 8 | |
| 107. | Layout Artist | 11300–280–13260–EB–360–16500–500–22000 | L – 8 | |

Report of the Fifth MPC

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| 108. | Artist-cum-Offset Operator | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 109. | Photographer | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 110. | Camera-cum-Plate Maker | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 111. | Press Operator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 112. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 113. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 114. | Assistant Press Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 115. | Compositor | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 116. | Binder | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| DIRECTORATE OF HORTICULTURE | | | | |
| 117. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 118. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 119. | District Horticulture Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 120. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 121. | Horticulture Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 122. | Agriculture Marketing Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 123. | Assistant Director | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 124. | Assistant Director (Marketing) | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |

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| 125. | Horticulture Development Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 126. | Horticulture Inspector | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 127. | Agriculture Marketing Supervisor | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 128. | Mechanic | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 129. | Boiler Attendant (Fruit Processing Centre) | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 130. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 131. | Supervisor (Fruit Processing Centre) | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 132. | Public Assistant-cum-Translator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 133. | Mechanic Grade I | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 134. | Mechanic Grade II | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 135. | Power Tiller Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 136. | Foreman-cum-Office Assistant (Fruit Processing Centre) | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 137. | Assistant Horticulture Inspector | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 138. | Store Keeper | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 139. | Power Pump Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 140. | Laboratory Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 141. | Boiler Fireman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 142. | Sardar (Tea) | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

ANIMAL HUSBANDRY & VETERINARY

- 16.3 Animal Husbandry & Veterinary Department is primarily responsible for the development of livestock and poultry in the State on the one hand and providing necessary health-care to them on the other. Achievement of self-sufficiency in livestock and poultry products and generation of employment opportunities, particularly to the educated unemployed youth, are the aims and objectives of the Department. Creation of suitable infrastructure for breeding, feeding and management of livestock and poultry, processing of milk, meat and eggs and marketing of livestock and livestock products are parts of that primary function. Besides, the Department is engaged in providing training and extending support to farmers/producers so as to promote scientific rearing of livestock and poultry amongst them with consequent generation of employment avenues in rural areas.
- 16.3.1 At the Directorate level, the Director is the Head of Office, assisted by Joint Directors, Deputy Directors and Assistant Directors.
- 16.3.2 At the District level there is the District Animal Husbandry & Veterinary Officer, assisted by the Senior Animal Husbandry & Veterinary Officers and Animal Husbandry & Veterinary Officers and other technical staff.
- 16.3.3 It was brought to the notice of the Commission that the pay scale for Veterinary Assistant is only ₹ 8300 – 16270 while the entry level qualification has been raised from class X to Class XII (Science) with 1 year training and 3 months internship, in the year 2015. The Meghalaya Animal Husbandry & Veterinary Subordinate Technical Staff Association requested for an up-gradation in pay scale for the Veterinary Assistants as the job profile is technical in nature.
- 16.3.4 **The Commission recommends Pay Level – 5 in view the revised entry level qualification for the said post.**
- 16.3.5 The Meghalaya Animal Husbandry & Veterinary Subordinate Technical Staff Association maintained that the Veterinary Assistants and Supervisors are exposed to same risk as the Veterinary Doctors in the discharge of their day-to-day duties and therefore submitted that the same benefit may be extended to them also.
- 16.3.6 **The Commission is of the opinion that it is imperative to implement the State Employees Health Risk Insurance Scheme for all such employees, as recommended by the 4th MPC and also dealt with by the present Commission elsewhere in this report.**
- 16.3.7 During the course of interactive session with the Service Association concerned, the Commission also noted that there were some Veterinary Assistants who have rendered 25 to 28 years without promotion till date.

It was therefore, a general demand for increase of cadre posts so as to remove cadre disparities and ease the problem of stagnation.

- 16.3.8 **The Commission is of the opinion that the benefit of the MACP Scheme would ameliorate the reported critical level of stagnation. The Department should also review and re-organise the Service Structure to provide avenues for promotion on completion of 8, 16 and 24 years of service, respectively with corresponding higher pay scales at each level.**
- 16.3.9 The Meghalaya Veterinary Service Association requested for up-gradation of posts to resolve the problem of stagnation. They informed that about half of the members of the Service remain stagnated at the entry level and promotion from entry level to the next level takes about 20 years. They therefore, proposed for up-gradation of the post of Sr. A.H. & Veterinary Officer to Assistant Director level.
- 16.3.10 **After due consideration, the Commission recommends up-gradation of 26 posts of A.H. & Veterinary Officer to Sr. A.H. & Veterinary Officer level to result in the number of posts of A.H. & Veterinary Officer being reduced to 136 and the number of posts of Sr. A.H. & Veterinary Officer being increased to 68, to relieve stagnation.**
- 16.3.11 The Commission was informed about the disparity in grant of advance increment(s) to the A.H. & Veterinary Officers for possessing higher qualification, vis-à-vis the Medical Officers under Health Department. The Commission feels that there has to be parity in such matters and norms which are equally applicable to all government employees need to be drawn up and notified. **The matter has been discussed separately by the Commission at Chapter 8.**
- 16.3.12 The Meghalaya Dairy Technology Services Association requested for creation of a separate Directorate of Dairy Development within the Department of Animal Husbandry and Veterinary and creation/up-gradation of posts relevant to the same. **The Commission notes that there are only 19 Dairy Development Officers in the State, as at present. Given the present status of Dairy Development in the State, the setting up of a separate Directorate for Dairy Development is not justified, at present.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|-------------------------|----------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |

Report of the Fifth MPC

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| 2. | Joint Director | 26700-800-33100- 1000-42100 | L - 19 | |
| 3. | Registrar, State Veterinary Council | 26700-800-33100- 1000-42100 | L - 19 | |
| 4. | Deputy Director | 23300-700-27500-830- 32480-970-39270 | L - 18 | |
| 5. | District A.H. & Veterinary Officer | 23300-700-27500-830- 32480-970-39270 | L - 18 | |
| 6. | Principal, V.F.A. Training Institute | 23300-700-27500-830- 32480-970-39270 | L - 18 | |
| 7. | Assistant Director | 20700-620-24420-730- 29530-890-36650 | L - 17 | |
| 8. | Manager | 20700-620-24420-730- 29530-890-36650 | L - 17 | |
| 9. | Sub-Divisional A.H. & Veterinary Officer | 20700-620-24420-730- 29530-890-36650 | L - 17 | |
| 10. | Senior A.H. & Veterinary Officer | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 11. | A.H. & Veterinary Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 12. | Livestock Inspector (Under-Qualified) | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 13. | Senior Supervisor | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 14. | Supervisor | 13100-330-15410-EB- 420-19190-580-25570 | L - 10 | |
| 15. | Translator | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 16. | Technical Assistant (Poultry Machinery) | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 17. | Photographer | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 18. | Senior Veterinary Assistant | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 19. | Laboratory Assistant (P.U. Sc. Passed) | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 20. | Clerk-cum-Data Entry Operator | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 21. | Store Keeper | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |

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|-----|--------------------------------------|--------------------------------------|---------------------|--|
| 22. | Laboratory Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 23. | Veterinary Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 5 | (Para. 16.3.4 refers) |
| 24. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 25. | Mechanic-cum-Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 26. | Mechanic-cum-Boiler Attendant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 27. | Fieldman | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 28. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 29. | Pump Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 30. | Power Tiller Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 31. | Semen Carrier | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 32. | Record Keeper | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 33. | Gestetner Operator, VTC, Kyrdemkulai | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 34. | Carpenter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 35. | Laboratory Attendant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 (For SSLC) | To be re-designated as Senior Laboratory Attendant (Chapter 14 refers) |
| 36. | Truck Operator | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 37. | Goala | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

Report of the Fifth MPC

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| 38. | Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| ENGINEERING WING | | | | |
| 39. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 40. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 41. | Junior Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 42. | Junior Engineer Grade II | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 43. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 44. | Section Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| STATISTICAL WING | | | | |
| 45. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 46. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 47. | Inspector of Statistics | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 48. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 49. | Computer Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 50. | Statistical Primary Investigator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| DAIRY DEVELOPMENT WING | | | | |
| 51. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 52. | Senior Dairy Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |

| | | | | |
|-----|--------------------------|--|--------|--|
| 53. | Dairy Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 54. | Technical Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 55. | Boiler Operator | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 56. | Milk Recorder | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 57. | Milk Collector | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 58. | Fireman | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 59. | Milk Delivery Boy | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 60. | Chilling Plant Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 61. | Security Guard | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

ARTS & CULTURE

- 16.4 Arts and Culture Department was carved out of the Education Department in May, 1988 and its Directorate was created in August, 1988 with the primary function and objective to exclusively deal with the preservation, documentation, research, promotion, development and augmentation of arts and cultural heritage of the State.
- 16.4.1 The Department plays an important role in the encouragement and development of indigenous folk & tribal arts and culture & vanishing art forms in the State including training and participation of music, dance and drama; study and conduct research, seminars, workshops and symposia on the life and culture of the tribal people of the State and also propose to conduct similar works on other tribes; provide lifetime self-education to all strata of society while inculcating good reading habits through libraries; create infrastructure facilities for the purpose of preservation, conservation, and protection of the rich cultural heritage of the State; regulate the management, administration and preservation of public records of the State Government; collect and preserve all audio-visual records (manual and digital) relating to Fine and Performing Arts; protect, preserve and conserve the ancient and historical monuments, sites, monuments, monoliths etc., identification and verification by explorations and excavations of the potential sites; compile and publish the Administrative Report of the State, the State Gazetteer and the District Gazetteers; and take up the study of Recovery and Acquisition of Ancient Historical Classics, Compiling, Editing and Publishing of Historical Works both Ancient and Modern Editing and Publishing of Historical Works both Ancient and Modern.
- 16.4.2 At the Directorate level, the Director is borne on the I.A.S./M.C.S. Cadre and is assisted by other senior officers connected with different streams.
- 16.4.3 The Meghalaya Library Association submitted that most of the members of the Association work in Colleges, be it Government or Government Aided and some in Government offices, Central and State but the nomenclature of the posts held by them and the scales of pay vary greatly. College Librarians expect their pay to be at par with College Teachers but in the present scenario it is not so although their basic qualification is Master Degree in Library & Information Science and NET Pass is a pre-employment qualification under the UGC norms. Hence, the Association requested the Commission to recommend uniformity in nomenclature and pay scales.
- 16.4.4 **After due consideration, the Commission recommends that all stand-alone posts of Librarian/Deputy Librarian/Library Assistant in different departments be amalgamated under the supervision and control of Arts & Culture Department to ensure healthy human resource management and career advancement. The service structure and**

promotional prospects be carefully planned to provide scope for their promotion on completion of 8, 16 and 24 years of service. The Commission also recommends a uniform designation/nomenclature such as, 'Librarian', with parity in pay at the entry level and their nomenclature may be simplified as follows: -

- (a) Librarian Grade III on joining the service.
- (b) Librarian Grade II after 8 years of service
- (c) Librarian Grade I after 16 years of service
- (d) Librarian Selection Grade after 24 years of service.

Posts to be created may be 'non-functional.'

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | Borne on IAS/MCS cadre | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Special Officer, Historical and Antiquarian Studies | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Curator, State Museum | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | Editor, State Gazetteer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Librarian, State Central Library | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 7. | Assistant Director, Tribal Research Institute | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 8. | Museologist, State Museum | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 9. | Compiler | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Archivist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |

Report of the Fifth MPC

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|-----|--|--|--------|--|
| 11. | Assistant Curator | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 12. | Archaeologist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 13. | Deputy Librarian | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 14. | District Research Officer, (Tribal Training Institute) | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 15. | Assistant Research Officer (Tribal Research Institute) | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 16. | Cultural Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 17. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 18. | District Librarian, Assistant Librarian, Reference Librarian, (State Central Library) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | Technician, Audio Visual Archive | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 20. | Radio-cum-Electrical Technician | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 21. | Piano Technician | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 22. | Piano Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 23. | Folk Songs Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 24. | Dance Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 25. | Percussion Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 26. | Guitar Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 27. | Choir Master | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 28. | Artist, State Museum | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

| | | | | |
|-----|--|---|---|--|
| 29. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 (Graduate with 1½ year Diploma in Computer Applications/Science) 9900-250-11650-EB-320-14530-440-19370 (Graduates with no Diploma in Computer Applications/ Science) 9200-230-10810-EB-300-13510-410-18020 (For others) | L - 7 (Graduate with 1½ years Diploma in Computer Applications/ Science) L - 6 (Graduate with no Diploma in Computer Applications/ Science) L - 5 (For Others) | |
| 30. | Photographer, District Museum | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 31. | Library Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 32. | Technical Assistant, State Central Library | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 33. | Guide Assistant, State Museum | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 34. | Computer Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Record Keeper | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 36. | Guide Assistant, District Museum | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 37. | Electrical-cum-Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Counter Attendant | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 39. | Library Assistant, District Library | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 40. | Library Helper, District Library | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 41. | Book Binder | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 42. | Record Lifter-cum-Machine Operator | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 43. | Library Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 44. | Gallery Attendant, District Museum | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

BORDER AREAS DEVELOPMENT

- 16.5 Borders Areas Development Department was created in 1973 and its Directorate in 1975 with the main purpose to cater to the developmental needs and ameliorate the problems faced by the people living in areas bordering Bangladesh, who were economically affected due to closure of trade with the people of Bangladesh and who can hardly access the hinterland markets of their areas for marketing of their produces due to poor means of communication.
- 16.5.1 At the Secretariat level, the Department consists of two wings, namely, the Research Wing and the Establishment Wing. At the Directorate level the sphere of activities is to co-ordinate with other Development Departments entrusted with the implementation of various schemes. The main functionaries in the Directorate level are the Director, the Officer on Special Duty, the Executive Engineer and the Sub-Divisional Officer (T).
- 16.5.2 At the District Level they have the Assistant Director, the Border Development Areas Officers and the Junior Engineers as the main functionaries. These officers are placed under the direct control of the respective Deputy Commissioners/Sub-Divisional Officers (Civil).
- 16.5.3 The Meghalaya Border Areas Development Officers Association submitted that the entry level post in the service is of Border Area Development Officer (BADO). However, due to want of vacancy at the higher level, there is very little scope of promotion and the Officers stagnate as BADO for a long time. The Association, therefore, requested for up-gradation of the existing posts with the appropriate scales of pay.
- 16.5.4 The Commission notes that the present strength of the Service comprises of 1 OSD, 3 Assistant Directors and 16 BADOs. **Hence, creation of promotional avenue by way of upgrading some posts is rational. Accordingly, after due consideration, the Commission recommends that –**
- (a) 10 (ten) posts of BADO to remain in the Pay Level – 11.**
 - (b) 6 (six) posts of BADO be re-designated as Senior BADO in the Pay Level – 13.**
 - (c) 3 (three) posts of Assistant Director be placed in the Pay Level – 17.**
 - (d) 1 (one) post of OSD (Directorate) may be re-designated as Deputy Director and placed in the Pay Level – 18.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--------------------------------|---|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| SECRETARIAT LEVEL POSTS | | | | |
| 1. | Planning Officer and Ex-Officio Under Secretary | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 2. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 3. | Assistant Research Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 4. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| DIRECTORATE LEVEL POSTS | | | | |
| 5. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 6. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Sub-Divisional Officer (T) | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 8. | Officer on Special Duty | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 9. | Junior Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 10. | Assistant Auditor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| DISTRICT LEVEL POSTS | | | | |
| 11. | Assistant Director | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 13. | Border Areas Development Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 14. | Sectional Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 15. | Power Tiller Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

COMMERCE AND INDUSTRIES

- 16.6 The main objective of the Department of Commerce & Industries is to promote development of Micro, Small, Medium Enterprises and Large Enterprises for generation of employment for unemployed youths, to impart training for skill development and motivate youths to take up self-employment venture. Besides, the Department also develops infrastructure for promotion of export & import and implements various schemes and programmes. The schemes under the small scale sector are implemented by the Directorate of Commerce & Industries and its functionaries, namely, DCICs, MKVIB, MHHDC and the schemes under the large and medium sector are implemented by Meghalaya Industries Development Corporation and partly by the Directorate.
- 16.6.1 The Department also conducts awareness programme and Entrepreneurship Development Programme (EDP) so as to promote awareness among the public of the various activities and scheme implemented by the Department.
- 16.6.2 At the District level, the main function of the District Commerce & Industries Centre is to assist the first generation entrepreneurs and provide grass root support for the setting up Small and Village industries, take up promotional schemes, and register and support the Micro/Small Industrial units.
- 16.6.3 In their response to the Questionnaire, the Department raised certain issues before the Commission which, inter alia, include grant of uniform scale to the Machinists, Electricians, etc. and prescribing a uniform educational qualification for them. As the Department gave no specific views and justifications, **the Commission is, therefore, unable to make any recommendation on the issues raised in the response to the Questionnaire.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|-----------------------------|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Deputy Director (Technical) | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Deputy Director (Marketing) | 23300-700-27500-830-32480-970-39270 | L - 18 | |

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|-----|--|--|---|--|
| 5. | Deputy Director (Planning) | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | General Manager | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Administrative Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Assistant Director of Cottage Industries, Functional Manager, Project Manager, Manager (Common Facility Services Workshop) | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 9. | Assistant Industries Officer - T | 17000-470-20290-EB-560-25330-760-33690 (For B.E. Graduate) 16300-410-19170-EB-530-23940-720-31860 (For Non B.E. Graduate) | L - 15 (For B.E. Graduates) L - 14 (For Non B.E. Graduate) | |
| 10. | Industrial Promotion Officer | | | |
| 11. | Superintendent of Industries | | | |
| 12. | Assistant Manager, Common Facility Services Workshop | | | |
| 13. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 14. | Inspector of Statistics | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 15. | Subordinate Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Extension Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 17. | Sub-Inspector of Statistics | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 18. | Economic Investigator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | Accountant (D.I.C) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

Report of the Fifth MPC

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|---|----------------------|--|-------|---|
| 20. | Draftsman Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 21. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 22. | Section Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 23. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| SAW MILL-CUM-MECHANISED CARPENTRY WORKSHOP | | | | |
| 24. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 25. | Machinist | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 26. | Assistant Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 27. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| MACHINE KNITTING SCHEME | | | | |
| 28. | Demonstrator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| EMPLOYMENT PROMOTION PROGRAMME (KNITTING TRAINING-CUM-EMPLOYMENT CENTRE) | | | | |
| 29. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 30. | Demonstrator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| PRODUCTION CENTRE (CARPENTRY, BLACKSMITHY AND LEATHER) | | | | |
| 31. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

| | | | | |
|---------------------------------------|----------------------|--|-------|---|
| 32. | Machinist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 33. | Assistant Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 34. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| FURNITURE MAKING INSTITUTE | | | | |
| 35. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 36. | Assistant Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| TRAINING-CUM-PRODUCTION CENTRE | | | | |
| 37. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 38. | Machinist | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| PAPER MAKING INSTITUTE | | | | |
| 39. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 40. | Assistant Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| BEE KEEPING INSTITUTE | | | | |
| 41. | Inspector | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 42. | Instructor | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 43. | Demonstrator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |

| RAW MATERIAL DEPOT | | | | |
|--|---------------------|---|--------------------|---|
| 44. | Manager | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 45. | Salesman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| COMMON FACILITY SERVICE WORKSHOP | | | | |
| 46. | Electrician | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | To be re-designated as Head Electrician (Chapter 14 refers) |
| 47. | Turner | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 48. | Welder | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 49. | Motor Mechanic | 9200-230-10810-EB-300-13510-410-18020 (Certificate Holder) 8300-210-9770-EB-270-12200-370-16270 | L - 5 L - 4 | |
| TAILORING KNITTING & EMBROIDERY TRAINING CENTRE | | | | |
| 50. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 51. | Demonstrator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| MULTIPURPOSE SERVICE WORKSHOP | | | | |
| 52. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 53. | Machinist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 54. | Project Foreman | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 55. | Mechanical Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

| | | | | |
|--|--------------------|--|-------|---|
| 56. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 57. | Workshop Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| TRAINING INSTITUTE (CANE AND BAMBOO SECTION) | | | | |
| 58. | Manager | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| TRAINING INSTITUTE (LEATHER, BLACKSMITHY & CARPENTRY) | | | | |
| 59. | Supervisor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 60. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 61. | Foreman | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 62. | Manager | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 63. | Machinist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 64. | Assistant Manager | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

COMMUNITY AND RURAL DEVELOPMENT

- 16.7 The Community & Rural Development Department is responsible for the implementation of various programmes relating to rural employment, improvement of economic conditions as well as social safety-net of rural population. The Department also manages the Training and Research activities through the SIRD and Extension Training Centres.
- 16.7.1 The Directorate is headed by a Director who is the overall controlling authority of all the Block Agencies and is responsible for the effective administration and implementation of all State and Central Programmes/schemes undertaken by the Department.
- 16.7.2 At the District level, the Deputy Commissioner functions as Chairman of the District Rural Development Agency (DRDA) and is wholly responsible for implementation of the different types of Schemes implemented by the DRDAs through the C&RD Blocks. In three Districts, namely, East Khasi Hills, West Jaintia Hills and West Garo Hills Districts, the C&RD Director is also assisted by the Assistant Development Commissioner (ADC) and the Sub-Divisional Planning Officer (SDPO).
- 16.7.3 At the Block level, each Development Block is headed by the Block Development Officer who is assisted by a team of officers in the field of Agriculture, Animal Husbandry & Veterinary and Civil Engineering. They undertake implementations of various types of schemes, survey works, prepare the schemes with plans and estimates etc. Each block is divided into Gram Sevak circles in order to accelerate development at the grass root level. Each such circle is under the charge of a Gram Sevak.
- 16.7.4 The Meghalaya Gram Sevak Association raised the problem of stagnation and other related issues of their service condition. The Commission was informed that the duty of the Gram Sevaks/Sevikas is multi-functional and arduous in nature. Although the Service Rules provide a minimum of 5 years service for Gram Sevaks/Sevikas to be eligible for promotion as Senior Gram Sevak and another 5 years for promotion to higher level this was not possible as most of them spend about 20 years as Gram Sevaks/Gram Sevikas.
- 16.7.5 During the interaction, the Department mentioned that for promotion of a Gram Sevak/Sevika (Grade-I) to Senior Gram Sevak/Sevika, the Government is considering to reduce to 4 years instead of 5 years and for Senior Gram Sevak/Sevika to Extension Officer/Mukhya Sevika to 2 years instead of 5 years.
- 16.7.6 The Commission notes that the present composition of the Service include 440 nos. of Gram Sevaks, 110 nos. of Gram Sevaks (Grade I), 39 nos. of Senior Gram Sevaks and 7 nos. of Extension Officers. It also notes the critical

level of stagnation amongst Gram Sevaks/Sevikas, many of whom retire at their initial post without promotion.

16.7.7 **The Commission, therefore, recommends that the Gram Sevaks/Sevikas be provided promotion on completion of 8, 16 and 24 years of service respectively by restructuring the service to provide the required number of non-functional position of Gram Sevaks/Sevikas – Grade I, Gram Sevaks/Sevikas – Senior Grade and Gram Sevaks/Sevikas – Selection Grade, besides the existing position of Extension Officer, with appropriate pay scales.**

16.7.8 The Commission was also informed that the Gram Sevaks/Gram Sevikas have to attend training from time to time to update themselves. **Accordingly, the Training Centre at Upper Shillong should be upgraded so as to provide the Gram Sevaks/Gram Sevikas training at entry level while SIRD may be used as a training centre to update and upgrade their skills while in service.** In fact, Diploma courses on Rural Development will better equip and better train the Gram Sevak/Gram Sevika. **The Department should also examine the possibility of setting up a supervising team that would look into the service delivery system to ensure healthier and happier grass root level society.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|-------------------------------------|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Joint Director | 26700–800–33100–1000–42100 | L – 19 | |
| 3. | Deputy Director | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 4. | Officer on Special Duty (Technical) | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 5. | Executive Engineer | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 6. | Monitoring-cum-Evaluation Officer | 23300–700–27500–830–32480–970–39270 | L – 18 | |

Report of the Fifth MPC

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| 7. | Assistant Director | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 8. | Assistant Development Commissioner | 17000–470–20290–EB– 560–25330–760–33690 (MCS Officer to draw his own grade pay) | L – 15 | |
| 9. | Sub-Divisional Planning Officer | 17000–470–20290–EB– 560–25330–760–33690 (MCS Officer to draw his own grade pay) | L – 15 | |
| 10. | Research Officer | 18300–500–21800–EB– 650–27000–810–35100 (Will apply if the entry qualification is identical with those in the Planning/ Finance (EA)Department) 17000–470–20290–EB– 560–25330–760–33690 | L – 16 (If the entry qualification is identical with those in the Planning/ Finance (EA) Deptt.) L – 15 | |
| 11. | Additional Block Development Officer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 12. | Assistant Engineer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 13. | Statistical Officer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 14. | Extension Officer (Agril.) | 17000–470–20290–EB– 560–25330–760–33690 (For Agricultural Degree Holders/B.V.Sc Degree Holder) | L – 15 (For Agricultural Degree Holders/ B.V.Sc Degree Holder) | |
| 15. | Extension Officer (Veterinary) | 16300–410–19170–EB– 530–23940–720–31860 (For others) | L – 14 (For others) | |
| 16. | Block Development Officer | 16300–410–19170–EB– 530–23940–720–31860 (MCS Cadre Officer to draw his own grade pay) | L – 14 | |
| 17. | Assistant Accounts Officer | 16300–410–19170–EB– 530–23940–720–31860 | L – 14 | |

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| 18. | Subordinate Engineer Junior Engineer | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 19. | Statistical Assistant | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 20. | Social Education Officer | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 21. | Sub-Inspector of Statistics | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 22. | Mukhya Sevikas | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 23. | Extension Officer (General) | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 24. | Accountant | 13100-330-15410-EB- 420-19190-580-25570 | L - 10 | |
| 25. | Accountant-cum- Storekeeper (Block) | 13100-330-15410-EB- 420-19190-580-25570 | L - 10 | |
| 26. | Internal Auditor | 13100-330-15410-EB- 420-19190-580-25570 | L - 10 | |
| 27. | Senior Gram Sevak/Sevika | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 28. | Accountant (District) | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 29. | Gram Sevak/Sevikas Grade I | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 30. | Gram Sevak | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 31. | Gram Sevikas | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 32. | Steno-cum-Typist | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 33. | Stenographer (Under qualified) | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 34. | Section Assistant | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |

COOPERATION

- 16.8 The main objective of the Cooperation Department is to promote Cooperative Societies as effective instruments for socio-economic growth in the State. It functions as a catalyst for spontaneous and voluntary participation of the people.
- 16.8.1 The Registrar of Cooperative Societies, as the Head of Department, deals with day-to-day execution, administration and implementation of policies and schemes. He is assisted by the Joint/Deputy Registrar of Cooperative Societies at the Headquarters level and by the Assistant Registrar of Cooperative Societies at the District level and the Sub-Registrar of Cooperative Societies at the Sub-Divisional level, supported by Senior Cooperative Officers and Junior Cooperative Officers at the field level. Their function ranges from registration, supervision, control, management, conduct of statutory audit for accountability and transparency to supporting the Cooperative Societies for their over-all growth and development.
- 16.8.2 The Meghalaya Co-operative Officers Association made submission about stagnation in service and anomalies in pay scales of some posts in relation to similar posts in other Departments. The Commission was informed that the promotion of Junior Cooperative Officer to Senior Cooperative Officer takes about 10 years and the secondary scale is too close to the primary scale due to the increment rates and thus the officers are experiencing anomalies in pay. They, therefore requested for up-gradation in pay scales of JCO notionally from ₹ 14100 – 27510 to ₹ 14700 – 28760; of SCO from ₹ 14700 – 28760 to ₹ 17000 – 33690; of Sub-Registrar from ₹ 17000 – 33690 to ₹ 18300 – 35100 and of Assistant Registrar from ₹ 18300 – 35100 to ₹ 20700 – 36650.
- 16.8.3 **After careful examination of all the issues, the Commission recommends the following:**
- (i) **The post of Assistant Registrar be raised to Assistant Director level (Pay Level – 17).**
 - (ii) **The post of SCO be raised to Pay Level – 13.**
 - (iii) **The pay scale of JCO which is the entry level post be retained in the Pay Level – 11.**
 - (iv) **The problem of junior officer drawing more pay than the senior on promotion in the pre-revised scale may be rectified by stepping up of pay, as provided in Finance (Estt.) Department's O.M. read with the provisions of F.Rs. & S.Rs.**
 - (v) **Sub-Divisional Level Offices should be headed by the Sub-Registrar of Cooperative Societies level officers.**

16.8.4 The Commission is also of the opinion that the MACP Scheme recommended in Chapter – 9 of this Report is expected to resolve the existing problems of stagnation.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|--|---|-----------------------------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Registrar of Cooperative Societies | Borne on IAS Cadre | Borne on IAS Cadre | |
| 2. | Joint Registrar | 26700–800–33100–1000–42100 | L – 19 | |
| 3. | Principal, Meghalaya Cooperative Training Institute | 26700–800–33100–1000–42100 | L – 19 | |
| 4. | Deputy Registrar | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 5. | Assistant Registrar of Cooperative Societies | 18300–500–21800–EB–650–27000–810–35100 | L – 17 | [Para. 16.8.3 (i) refers] |
| 6. | Sub-Registrar of Cooperative Societies | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 7. | Senior Cooperative Officer | 14700–370–17290–EB–480–21610–650–28760 | L – 13 | [Para. 16.8.3 (ii) refers] |
| 8. | Junior Cooperative Officer | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | [Para. 16.8.3 (iii) refers] |
| 9. | Process Server | 6500–160–7620–EB–210–9510–290–12700 | L – 1 | |

EDUCATION

- 16.9 The primary function of Education Department is to lay down education policies and guidelines, arrange financial assistance and administer College & University Education, School Education, Social & Adult Education, Technical & Professional Education and Educational Research & Training. The Department has three Directorates, namely, (1) The Directorate of School Education & Literacy (DSEL), (2) The Directorate of Higher & Technical Education (DHTE) and (3) The Directorate of Educational Research & Training (DERT).

DIRECTORATE OF SCHOOL EDUCATION AND LITERACY

- 16.9.1 The Directorate of School Education and Literacy (DSEL) was formerly known as the Directorate of Elementary & Mass Education. All the educational institutions at Lower Primary Level, Upper Primary Level, Secondary & Higher Secondary Level are under this Directorate. The Directorate is headed by the Director, assisted by the Additional Director, Joint Director, Deputy Director, and other officers. At the District level the administration of schools in the State is supported by the District School Education Officers, Additional District School Education Officers and Sub-Divisional School Education Officers. With the re-designation of the Inspector of Schools, the Assistant Inspector of Schools and the Deputy Inspector of Schools, little or no inspection is taking place although inspection of all educational institutions at regular intervals is a pre-requisite for quality education.

- 16.9.2 The main aims and objectives of Directorate of School Education & Literacy is to provide Elementary Schools in habitations without schools subject to norms, provide free and compulsory education for all children of age group 6–14 years, eradicate dropouts, improve the quality of education at all levels, improve the basic amenities in schools, review and renew the curriculum at regular intervals, impart training to teachers and involve the community in the management of schools.

DIRECTORATE OF EDUCATIONAL RESEARCH AND TRAINING

- 16.9.3 The Directorate of Educational Research & Training (DERT) was established in 1976 as an academic authority. Its main role is to bring about qualitative improvement in education (formal and non-formal) and teacher education, which are essential for the development of human resources in the State. The broad aims and objectives of the Directorate, as defined by the Education Commission of Meghalaya, include curriculum review/revision; preparation of syllabus; instructional materials (i.e. textbooks, teachers' guides, supplementary reading materials, resource books, content enrichment

materials, handbooks etc.); pre-service and in-service training of teachers and extension programmes; research and development; dissemination of information and other functions as may be defined by the Government. Strengthening of the premier institutions of teacher education in the districts to make them effective store houses of data and resource support at the grass root level is one of its primary objectives. The Directorate is also responsible for the overall management, supervision and monitoring long term and short term training for Teachers at different DIETs in the State, who are in turn directly responsible for imparting quality training and education to the children.

DIRECTORATE OF HIGHER & TECHNICAL EDUCATION

16.9.4 The Directorate of Higher & Technical Education (DHTE) came into existence in 1997 after the trifurcation of the erstwhile Directorate of Public Instruction. It plays an important role in administration, governance and supervision of different activities relating to Higher Education & Technical Education in the State. The Directorate is headed by the Director of Higher & Technical Education assisted by an Additional Director, a Joint Director, Deputy Directors and other subordinate officials.

16.9.5 The main function of the Directorate is to administer, regulate and run the Government Institutions under its jurisdiction; deal with all matters relating to Deficit Colleges, Colleges under Ad hoc Grant-in-aid, Colleges under lumpsum grant-in-aid and Colleges which are private and self-financing; implement various schemes; award of different categories of scholarships, book grant and stipend to students and regulate and coordinate NCC and NSS activities in the State. In the field of Technical Education, the Directorate deals with all matters relating to the Polytechnics. The Directorate is also responsible for the management of Government Special Schools, namely, Pine Mount Higher Secondary School, Shillong, and the Public Schools in Jowai and Tura.

BHARAT SCOUTS AND GUIDES

16.9.6 The Meghalaya Bharat Scouts and Guides is a voluntary and non-political autonomous body under the Education Department. The Head of Office is the State Secretary (who is a volunteer), assisted by officers and staff appointed/deputed by Education Department. The activities of the movement ranges from educational (non-formal) activities, reining in leadership, first aid, disaster preparedness, survival skills, community developments, service to government & non-governmental activities, including days of National Importance for young people. The Special Officer (Scouts & Guides) is the senior-most government employee in the organisation. He is assisted by the State Organisers (Scouts) and (Guides) directly recruited from under the criteria laid down by the Bharat Scouts & Guides. Other staff are appointed by the Directorate. The Meghalaya Bharat Scouts and Guides draw its human

- resources from the teachers/lecturers of educational institutions having Scouts and Guides Units in their institutions to help run the activities of the Movement, as well as officers of various cadres of the Education Department and other Departments to support and manage the Movement.
- 16.9.7 The Meghalaya Government College Teachers' Association submitted that teachers drawing UGC scales of pay are allowed only Basic Pay and DA while teachers drawing the State scales of pay are allowed other allowances also. They, therefore, requested for restoration of the other allowances (HRA, MA, HCA, WA) drawn by those teachers under UGC scales of pay prior to 1.1.1996 since all the norms of UGC are required to be fulfilled for a teacher to be eligible for UGC pay scale. They also demanded to raise the retirement age from 58 years to 62 years for teachers, due to late entry into service in view of P.G. Degree and NET requirement as minimum qualification.
- 16.9.8 **After careful consideration, the Commission recommends grant of State Allowances for U.G.C. Scale Teachers of all Deficit/Ad hoc Colleges and Gratuity be paid to UGC Scale Teachers of all Government/Deficit/Ad hoc Colleges.**
- 16.9.9 The Commission notes that the Department was of the view that within 25 years one can get qualified for NET and within 27 years one can get qualified for Ph.D. **and therefore, recommends that the retirement age for College Teachers may be retained at 60 years.**
- 16.9.10 The Meghalaya Public School Teachers' Association submitted that the Principal of Public School (₹ 17000 – 33690), although of same category school, is drawing lesser pay than the Principal of Pine Mount School (₹ 18300 – 35100) and therefore parity may be made. Also, the Vice Principal (₹ 15700 – 30610) is drawing the same scale of pay with the Post-Graduate Teacher and should, therefore, be allowed enhanced scale of pay since there is a change of responsibility on promotion.
- 16.9.11 The Commission is of the view that Public Schools are Secondary Schools while Pine Mount is a Higher Secondary School. Hence, status quo in pay may be maintained. Keeping in view the departmental hierarchy, **the Commission recommends that the pay of the post of Vice Principal be placed at one level higher than the Post-Graduate Teacher. It also recommends that the pay scale of the Hindi Mistress (Tura) be equated to that of the Graduate Teacher (Level – 12).**
- 16.9.12 The Commission also examined the submissions made by the Meghalaya Higher Secondary Schools Service Association, the Meghalaya School Service Association and the Meghalaya Government Primary School Teachers Association. After careful examination of the submissions, **the Commission considers and recommends the following:-**

- (a) **The nomenclature of Assistant Lecturer in School Service does not sound appropriate and, therefore, the post be re-designated as Post-Graduate Teacher.**
- (b) **The post of Vice-Principal be placed in a suitable higher Pay Level than that of the Post-Graduate Teacher.**
- (c) **The nomenclature of Assistant Teacher in Secondary Schools does not go well with teaching profession and, therefore, the designation be changed to Graduate Teacher/Post Graduate Teacher.**
- (d) **There should be a Head Teacher for all Primary Schools with a minimum of 4 teachers. He/she may be given an ad hoc Special Pay of ₹ 1,000/- per month If there are less than 4 teachers, a Special Pay of ₹ 600/- per month be given to the Teacher who is in charge.**

16.9.13 The Commission also considered the matter relating to the Single-Teacher Schools, numbering about 1076 in the State, as reported by the All Meghalaya Primary School Teachers Association, and the difficulty faced by the teachers of deficit schools who are being deprived of reimbursement for medical treatment and are not allowed maternity leave.

16.9.14 Having taken note that the Department has recently resolved the matter of single-teacher schools by reshuffling teachers from multi-teacher school to single teacher schools, **the Commission recommends the following –**

- (a) **The Administrative Department should periodically review the matter to ensure that there are no single teacher schools in the State.**
- (b) **180 days maternity leave and 15 days paternity leave be provided for all Teachers irrespective of whether they are Government School Teachers, Deficit School Teachers or Ad hoc School Teachers, subject to the usual regulatory conditions of the leave.**
- (c) **CPF for those who joined service prior to 01.04.2010 and the benefits of NPS for those who joined service after 01.04.2010 should be ensured to all categories of teachers as done in all other States. Percentage of CPF under NPS may be recommended at par with other Government employees.**
- (d) **All Deficit/Ad hoc School Teachers be brought under the State Employees Group Insurance Scheme.**
- (e) **With a view to tackle absenteeism, when a teacher proceeds on more than 15 days leave, the Authority concerned may appoint a substitute Teacher simultaneously, in the interest of continuing quality education.**

- 16.9.15 The Assistant Teachers of Amalgamated Government Secondary/Higher Secondary Schools submitted that the teachers of amalgamated Upper Primary School/Lower Primary School may be allowed the same pay as the teachers of the Secondary Schools. Education Department clarified that this category of Teachers, also known as Amalgamated Assistant Teachers, brought to/appointed in amalgamated Secondary/Higher Secondary Schools were later given a Graduate scale of pay right from the Third Meghalaya Pay Commission, that is, for those having Graduate Degree with/without B.Ed., teaching in both Upper Primary and Secondary Sections.
- 16.9.16 **The Commission feels that any anomaly in this regard needs to be removed by ensuring that all teachers who are Graduates with B.Ed. Degree are authorised the eligible Graduate scale of pay. The Department should take time bound steps to resolve this anomaly.**
- 16.9.17 The Federation of All Meghalaya Ad hoc Secondary School Teachers Association raised a pertinent issue that continuance of ad hoc grant be tied up with performance of the institution. **The Commission deliberated on the issue at length and recommends that utilization of Grants-in-Aid sanctioned to Deficit/Ad hoc Educational Institutions should be in strict conformity with the terms and conditions stipulated by Education Department while sanctioning such Grants in Aid. It also recommends that all Ad hoc Schools should be covered by the Deficit System in a phased manner and benefits of Deficit System be made admissible to the Ad hoc School Teachers also. Teachers in specialized subject may be given similar benefit commensurate with their qualification.**
- 16.9.18 The Commission was informed that the Junior Teachers (₹ 7700 – 13160) in Practicing Schools of the Basic Training Centres have same entry level qualification of Class – XII Passed with Diploma in Elementary Education as prescribed under the NCTE norms, and perform the same duties as the Senior Teachers (₹ 9200 – 18020) of the Practicing Schools in the Centres. **After careful consideration, the Commission recommends that all Teachers posted in Practicing Schools under BTC should be categorized as Senior Teachers and allowed Pay Level – 5 of the Revised Pay Structure.**
- 16.9.19 The Commission also considered the issue raised by the Meghalaya School Inspecting Staff Association regarding the promotion opportunity for the Sub-Inspectors of Schools (Grade II: ₹ 14100-27510) on completion of 8(eight) years of service and **recommends that due promotion should be given to the Schools Inspectors of Schools in conformity with existing Service Rules.**
- 16.9.20 **The Commission was informed that inspection of educational institutions is either done in a cursory manner or not done at all, since many years. It recommends that the Administrative Department should**

ensure periodic inspection of all educational institutions with adequate follow up on the findings of inspection to ensure improvement in the quality of education.

- 16.9.21 The Khasi Jaintia Deficit School Teachers Association submitted that the benefit of ACP Scheme should be granted to them as admissible to the Government Teachers. Also, they do not get leave on medical ground and no medical re-imburement is given for treatment in or outside the State and demanded the same. They also informed the Commission that for computer courses in the schools, students have to pay the fees for the teacher since there is no sanctioned post of Computer Teacher.
- 16.9.22 **After careful consideration, the Commission recommends that whatever leave is admissible to employees of Vacation Department, should be available to the teachers of the Deficit/Ad hoc Institutions of such Vacation Departments. The Commission also recommends that the Government provide teachers for computer studies across the board and posts of teachers for such subject should be created.**
- 16.9.23 The Commission notes that the posts under Meghalaya Bharat Scouts & Guides are not mentioned in the Service Rules of Education Department. **The Commission recommends that Education Department should review and revise the Service Rules keeping in view the personnel of the Meghalaya Bharat Scouts and Guides.**
- 16.9.24 **The Commission also deliberated at length on the demands and issues raised by the members of the Meghalaya Bharat Scouts and Guides and recommends that the pay for the Special Officer/(Scouts & Guides) be raised to Level – 17. Similarly, the pay of the State Organiser Scouts/Guides be raised to the Pay Level – 11 and that of the LDA-cum-Typist to the Directorate Pay Level – 6 of the Revised Pay Structure as Bharat Scouts & Guides is a State Level Organisation and can be equated with a Directorate.**
- 16.9.25 **The Commission also recommends that the State Organiser may be promoted to Special Officer when vacancy arise to assure career advancement in the Organisation and that the post of Secretary, Meghalaya Bharat Scouts & Guides be placed at Pay Level – 19 and the Joint Secretary at Pay Level - 18). If the posts are held by pensioners, appointment could be under the normal terms and conditions of re-employment.**
- 16.9.26 The Principal of Shillong Polytechnic submitted before the Commission that Staff with higher Qualification should be allowed the benefits of Advance increment. **The Commission agrees with the views of the Education Department that grant of advance increment for higher qualification is not required since AICTE pay scale takes care of this.**

16.9.27 The Meghalaya College Non-Teaching Employees Association stated that the Assured Career Progression Scheme which was introduced by the Government has not yet been extended to them and requested that the same may be extended for Deficit Grant-in-aid and Ad hoc Grant-in-aid Colleges. **The Commission feels that extension of the benefits of Modified Assured Career Progression Scheme to non-government employees of educational institutions is an administrative matter which may be decided by the Education Department.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---|---|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| DIRECTORATE OF SCHOOL EDUCATION AND LITERACY | | | | |
| 1. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Additional Director | 28700-860-35580-1050-43980 | L - 20 | |
| 3. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 4. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | Administrative Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | District School Education Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Assistant District School Education Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 8. | Monitoring Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 9. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 10. | Special Officer, Science Education | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 11. | Special Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |

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|---------------------|---|---|---|--|
| 12. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 13. | Registrar | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 14. | Planning Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 15. | Assistant Research Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 16. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 17. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 18. | Technical Assistant for Science Education | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | District Education Officer | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 20. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 (Graduate with 1½ year Diploma in Computer Applications/Science) 9900-250-11650-EB-320-14530-440-19370 (Graduates with no Diploma in Computer Applications/ Science) 9200-230-10810-EB-300-13510-410-18020 (For others) | L - 7 (Graduate with 1½ year Diploma in Computer Applications/ Science) L - 6 (Graduates with no Diploma in Computer Applications/ Science) L - 5 (For Others) | |
| 21. | Store Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| INSPECTORATE | | | | |
| 22. | Sub-Divisional School Education Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 23. | District Social Education Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |

Report of the Fifth MPC

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| 24. | District Adult Education Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 25. | Assistant District Social Education Officer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 26. | Additional Sub-Divisional School Education Officer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 27. | Assistant District Adult Education Officer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 28. | District Science Supervisor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 29. | Inspector of Physical Training | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 30. | Social Education Organiser | 14100-350-16550-EB-460-20690-620-27510 (For Graduates) | L - 11 (For Graduates) | |
| 31. | Lady Social Education Organiser | 9900-250-11650-EB-320-14530-440-19370 (For P.U Passed) 9200-230-10810-EB-300-13510-410-18020 (For Matriculate/HSLC/SSLC) | L - 6 (For HSSLC Passed) L - 5 (For SSLC Passed) | |
| 32. | Additional Sub Divisional School Education Officer | 15700-390-18430-EB-510-23020-690-30610 14100-350-16550-EB-460-20690-620-27510 (For incumbents having less than 8 years of satisfactory service) | L - 13 L - 11 (For incumbents having less than 8 years of satisfactory service) | |
| 33. | Head Teacher of Upper Primary School/Senior Basic School | 14100-350-16550-EB-460-20690-620-27510 11300-280-13260-EB-360-16500-500-22000 (For Under Graduates/ P.U. Passed) | L - 11 L - 8 (For Under Graduates/ HSSLC Passed) | |
| 34. | Assistant Teacher of Upper Primary Schools | 14100-350-16550-EB-460-20690-620-27510 (For Graduates with/ without B.Ed) | L - 11 (For Graduates with/without B.Ed) | |

| | | | | |
|-----|---|--|--|--|
| | | 11300-280-13260-EB-360-16500-500-22000 (For Graduates teaching only in Upper Primary Classes) 9900-250-11650-EB-320-14530-440-19370 (For P.U. Passed) | L - 8 (For Graduates teaching only in Upper Primary Classes) L - 6 (For HSSLC Passed) | |
| 35. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 36. | Assistant Teacher of Senior Basic Schools | 11300-280-13260-EB-360-16500-500-22000 (For Graduates) 9900-250-11650-EB-320-14530-440-19370 (For P.U. Passed) | L - 8 (For Graduates) L - 6 (For HSSLC Passed) | |
| 37. | Drill-cum-Drawing Master in Upper Primary Schools/ Senior Basic Schools | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 38. | Social Education Organiser /Lady Social Education Organiser (P.U. Passed) | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 39. | Hindi Teacher in Upper Primary Schools/Senior Basic Schools | 11300-280-13260-EB-360-16500-500-22000 (Graduate in Arts/ Science/Commerce) 9900-250-11650-EB-320-14530-440-19370 (P.U. Passed) | L - 8 (Graduate in Arts/Science/ Commerce) L - 6 (For HSSLC Passed) | |
| 40. | Craft Teacher | 9900-250-11650-EB-320-14530-440-19370 (For P.U. Passed) 9200-230-10810-EB-300-13510-410-18020 (For Matriculate/HSLC Passed) | L - 6 (For HSSLC Passed) L - 5 (For SSLC Passed) | |
| 41. | Craft Instructor | 9900-250-11650-EB-320-14530-440-19370 (For those having National Trade Certificate) | L - 6 (For those having National Trade Certificate) | |

Report of the Fifth MPC

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|------------------------|---|--|---|---|
| | | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 42. | Head Teacher in Lower Primary Schools/Junior Basic Schools. | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 43. | Assistant Teacher in Lower Primary Schools/Junior Basic Schools. | 9200-230-10810-EB-300-13510-410-18020 (For Matriculate/HSLC Passed) 8300-210-9770-EB-270-12200-370-16270 (For Under-Matric Trained) | L - 5 (For SSLC Passed) L - 4 (For Under SSLC Trained) | |
| 44. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 45. | Workshop Instructor in Upper Primary Schools/Senior Basic Schools | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| SCHOOL SERVICES | | | | |
| 46. | Principal | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 47. | Sub-Divisional School Education Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 48. | Vice Principal | 15700-390-18430-EB-510-23020-690-30610 | L - 14 | (Para. 16.9.11 Refers) |
| 49. | Assistant Sub-Divisional School Education Officer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 50. | Assistant Lecturer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | To be re-designated as P.G. Teacher [Para 16.9.12 (a) refers] |
| 51. | Drill/Drawing Teacher | 14100-350-16550-EB-460-20690-620-27510 (Graduates) 9900-250-11650-EB-320-14530-440-19370 (P.U. Passed) | L - 11 (For Graduates) L - 6 (For HSSLC Passed) | |

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|--|--|---|---|--|
| 52. | Assistant Teacher of Higher Secondary/ Secondary Schools | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | To be re-designated as Graduate/ Post Graduate Teacher [Para 16.19.12 (c)] |
| 53. | Craft Instructor | 9900-250-11650-EB-320-14530-440-19370 (For Matriculate with Diploma/ Certificate in Craft from recognized Technical Institution) 9200-230-10810-EB-300-13510-410-18020 (For Non-Matriculate with Diploma Certificate in Craft from recognized Technical Institution) | L - 6 (For SSLC with Diploma/ Certificate in Craft from recognized Technical Institution) L - 5 (For Under SSLC with Diploma/Certificate in Craft from recognized Technical Institution) | |
| 54. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| BHARAT SCOUTS & GUIDES | | | | |
| 55. | Special Officer Scouts and Guides | 14100-350-16550-EB-460-20690-620-27510 | L - 17 | (Para. 16.9.24 refers) |
| 56. | State Organiser, Scouts | 11300-280-13260-EB-360-16500-500-22000 | L - 11 | (Para. 16.9.24 refers) |
| 57. | State Organiser, Guides | 11300-280-13260-EB-360-16500-500-22000 | L - 11 | (Para. 16.9.24 refers) |
| 58. | LDA-cum-Typist, Scouts and Guides | 8300-210-9770-EB-270-12200-370-16270 | L - 6 | (Para. 16.9.24 refers) |
| 59. | Peon | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| DIRECTORATE OF HIGHER AND TECHNICAL EDUCATION | | | | |
| 60. | Director | 31300-940-37880-1110-46760 | L - 21 | |

Report of the Fifth MPC

| | | | | |
|----------------------------|-----------------------------------|--|--|--|
| 61. | Additional Director | 28700–860–35580– 1050–43980 | L – 20 | |
| 62. | Joint Director | 26700–800–33100– 1000–42100 | L – 19 | |
| 63. | Deputy Director | 23300–700–27500– 830–32480–970–39270 | L – 18 | |
| 64. | Assistant Research Officer | 14700–370–17290–EB– 480–21610–650–28760 | L – 12 | |
| 65. | Research Assistant | 14100–350–16550–EB– 460–20690–620–27510 | L – 11 | |
| 66. | UDA (Stores) | 13100–330–15410–EB– 420–19190–580–25570 | L – 10 | |
| 67. | Data Entry Operator | 10600–270–12490–EB– 340–15550–470–20720 (Graduate with 1½ year Diploma in Computer Applications/Science) 9900–250–11650–EB– 320–14530–440–19370 (Graduates with no Diploma in Computer Applications/Science) 9200–230–10810–EB– 300–13510–410–18020 (For others) | L – 7 (Graduate with 1½ year Diploma in Computer Applications/ Science) L – 6 (Graduates with no Diploma in Computer Applications/ Science) L – 5 (For others) | |
| 68. | Computer Data Processing Operator | 8300–210–9770–EB– 270–12200–370–16270 | L – 4 | |
| TECHNICAL EDUCATION | | | | |
| 69. | Principal, Polytechnic | 26700–800–33100– 1000–42100 | L – 19 | |
| 70. | Lecturers | Lecturers having not less than 16 years of service are to be graded as Selection Grade Lecturer and placed in the scale of 20700–620– 24420–730–29530– 890–36650 | L – 17 (Lecturers having not less than 16 years of service are to be graded as Selection Grade Lecturer) | |

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|-----|--------------------------------|--|--|--|
| | | Lecturer having not less than 8 years of service are to be graded as Senior Lecturer and placed in the scale of 18300-500-21800-EB-650-27000-810-35100 17000-470-20290-EB-560-25330-760-33690 | L - 16 (Lecturer having not less than 8 years of service are to be graded as Senior Lecturer) L - 15 | |
| 71. | Workshop Superintendent | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 72. | Training-cum-Placement Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 73. | Senior Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 74. | Demonstrator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 75. | Foreman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 76. | Assistant System Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 77. | Audio-Visual Technician | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 78. | Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 79. | Accountant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 80. | Boiler Attendant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 81. | Librarian | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 82. | Workshop Instructor | 9200-230-10810-EB-300-13510-410-18020 (Matriculate/HSLC) 7100-180-8360-EB-230-10430-310-13840 (Non Matriculate/HSLC) | L - 5 (For SSLC Passed) L - 2 (For Under SSLC) | |

Report of the Fifth MPC

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|--------------------------|-----------------------------------|---|---|------------------------|
| 83. | Pharmacist | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 84. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 85. | Assistant Laboratory-cum-Workshop | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 86. | Laboratory Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 87. | Fitter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 88. | Plumber-cum-Water Operator | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 89. | Masalchi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 90. | Library Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| PINE MOUNT SCHOOL | | | | |
| 91. | Principal | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 92. | Vice Principal | 15700-390-18430-EB-510-23020-690-30610 | L - 14 | (Para. 16.9.11 refers) |
| 93. | Assistant Teacher (Post Graduate) | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 94. | Assistant Mistress | 15700-390-18430-EB-510-23020-690-30610 (For Post-Graduate) 14700-370-17290-EB-480-21610-650-28760 (For Graduate) | L - 13 (For Post-Graduate) L - 12 (For Graduate) | |
| 95. | Head Assistant | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 96. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

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|-----------------------|---|--|--|------------------------|
| 97. | Pupil Teacher | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 98. | Staff Nurse | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 99. | House Keeper | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 100. | Assistant Matron | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| PUBLIC SCHOOLS | | | | |
| 101. | Principal | 18300-500-21800-EB-650-27000-810-35100 (For those who conform to the criteria or the norms applicable to the Pine Mount School) For others the scale of 17000-470-20290-EB-560-25330-760-33690 will apply) | L - 16 (For those who conform to the criteria or the norms applicable to the Pine Mount School) L - 15 (For others) | |
| 102. | Vice Principal | 15700-390-18430-EB-510-23020-690-30610 | L - 14 | (Para. 16.9.11 refers) |
| 103. | Hindi Mistress (Tura Public School) | 15700-390-18430-EB-510-23020-690-30610 | L - 12 | (Para. 16.9.11 refers) |
| 104. | Assistant Teacher/ Assistant Mistress (Post Graduate) | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 105. | Assistant Teacher/ Assistant Mistress (Graduate) | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 106. | K.G. Mistress | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 107. | Music Teacher | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |

Report of the Fifth MPC

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| 108. | Assistant Mistress Art and Craft | 11300–280–13260–EB– 360–16500–500–22000 | L – 8 | |
| 109. | Pupil Teacher | 9200–230–10810–EB– 300–13510–410–18020 | L – 5 | |
| 110. | House Keeper (Tura Public School) | 8300–210–9770–EB– 270–12200–370–16270 | L – 4 | |
| COLLEGE EDUCATION | | | | |
| 111. | Principal | 23300–700–27500– 830–32480–970–39270 | L – 18 | |
| 112. | Vice-Principal | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 113. | Head of Department/ Selection Grade Lecturers | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 114. | Senior Lecturers | 18300–500–21800–EB– 650–27000–810–35100 | L – 16 | |
| 115. | Lecturers | 17000–470–20290–EB– 560–25330–760–3390 | L – 15 | |
| 116. | Deputy Librarian | 14100–350–16550–EB– 460–20690–620–27510 | L – 11 | |
| 117. | Demonstrator | 14100–350–16550–EB– 460–20690–620–27510 | L – 11 | |
| DIRECTORATE OF EDUCATIONAL RESEARCH AND TRAINING | | | | |
| 118. | Director | 28700–860–35580– 1050–43980 | L – 20 | |
| 119. | Joint Director | 26700–800–33100– 1000–42100 | L – 19 | |
| 120. | Deputy Director | 23300–700–27500– 830–32480–970–39270 | L – 18 | |
| 121. | Secretary | 23300–700–26800– 800–30800–850–35050 | L – 18 | |
| 122. | Selection Grade Lecturer | 20700–620–24420– 730–29530–890–36650 | L – 17 | |

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|-------------------------------|----------------------------|---|--|--|
| 123. | Senior Grade Lecturer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 124. | Lecturer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 125. | Assistant Research Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 126. | Junior Information Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 127. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 128. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 129. | Assistant Librarian | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 130. | Technical Assistant | Graduate in Arts, Science or Commerce will draw the scale of 14100-350-16550-EB-460-20690-620-27510 11300-280-13260-EB-360-16500-500-22000 | L - 11 (Graduate in Arts, Science or Commerce) L - 8 | |
| 131. | Library Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 132. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| NORMAL TRAINING SCHOOL | | | | |
| 133. | Principal | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 134. | Graduate Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 135. | Graduate Teacher | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 136. | Craft Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 137. | Drill and Drawing Master | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

Report of the Fifth MPC

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|------------------------------|----------------------|---|--|--|
| 138. | Junior Instructor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 139. | Assistant Teacher | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 140. | Laboratory Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| BASIC TRAINING CENTRE | | | | |
| 141. | Principal | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 142. | Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 143. | Demonstrator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 144. | Craft Instructor | 11300-280-13260-EB-360-16500-500-22000 (For Graduate) 9900-250-11650-EB-320-14530-440-19370 (For P.U. Passed) 9200-230-10810-EB-300-13510-410-18020 (Matriculate/HSLC) | L - 8 (For Graduate) L - 6 (For HSSLC Passed) L - 5 (For SSLC Passed) | |
| 145. | Library Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 146. | Junior Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 147. | Senior Teacher | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 148. | Junior Teacher | 7700-190-9030-EB-250-11280-340-15020 | L - 5 | To be re-designated as Senior Teacher. (Para.16.9.18 refers) |
| 149. | Matron | 7700-190-9030-EB-250-11280-340-1502 | L - 3 | |
| 150. | Laboratory Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |

| DISTRICT INSTITUTE OF EDUCATIONAL TRAINING | | | | |
|---|--------------------------|--|---|--|
| 151. | Principal | 23300-700-27500- 830-32480-970-39270 | L - 18 | |
| 152. | Vice Principal | 20700-620-24420- 730-29530-890-36650 | L - 17 | |
| 153. | Selection Grade Lecturer | 20700-620-24420- 730-29530-890-36650 | L - 17 | |
| 154. | Senior Lecturer | 18300-500-21800-EB- 650-27000-810-35100 | L - 16 | |
| 155. | Lecturer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 156. | Librarian | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 157. | Work Experience Teacher | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 158. | Statistical Assistant | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 159. | Head Assistant | 12000-300-14100-EB- 390-17610-530-23440 | L - 9 | |
| 160. | Data Entry Operator | 10600-270-12490-EB- 340-15550-470-20720 (For Graduates with 1 ½ years Diploma in Computer Application) 9900-250-11650-EB- 320-14530-440-19370 (For Graduates without Diploma in Computer Applications) 9200-230-10810-EB- 300-13510-410-18020 (For others) | L - 7 (For Graduates with 1 ½ years Diploma in Computer Application) L - 6 (For Graduates without Diploma in Computer Applications) L - 5 (For others) | |
| 161. | Library Assistant | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 162. | ICT Technician | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |

Report of the Fifth MPC

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|----------------------------|--|---|-------|--|
| 163. | Laboratory Assistant | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 164. | P.A. to Principal | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| MISCELLANEOUS POSTS | | | | |
| 165. | Cinema Operator | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 166. | Hostel Matron | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 167. | Laboratory Bearer, Table Bearer, Ayah, Paniwalla | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |

ELECTION

- 16.10 The Election Department functions under the superintendence and direction of the Election Commission of India. Its major tasks are to conduct the Elections to the office of President and Vice President of India, Lok Sabha (House of People), Rajya Sabha (Council of States), Legislative Assembly of Meghalaya, preparation and updating of Electoral Rolls, issue of Electoral Photo Identity Cards (EPICs) to voters, rationalization/reorganisation of polling stations, voter's education, voting rights and procedures to be followed as per the relevant provisions of acts, rules and instructions issued by the Election Commission of India, from time to time.
- 16.10.1 Its function is more supervisory and regulatory in nature. It is responsible for dissemination of the instructions and guidelines received from the Election Commission of India to the subordinate offices and for ensuring their timely enactment. The subordinate offices at the District and Sub-Divisional Level are accountable and responsible to the Election Department and the office of the Chief Electoral Officer for implementation of election programmes and holding of elections as per directions and instructions issued by the Election Commission of India.
- 16.10.2 The Meghalaya Election Enumerators' Service Association sought for introduction of higher posts such as Junior Election Officer and Supervisory Assistant (Election). They mentioned that it takes about 10 years for promotion from Enumerator to Senior Enumerator and there is stagnation in the service. **The Commission recommends that, keeping in view the modified format for ACP Scheme, the Enumerators may be classified as –**

- | | | |
|---|-----|---------------|
| (a) Enumerators at entry level | ... | Pay Level – 2 |
| (b) Enumerator Grade I (on the completion of 8 years of service) | ... | Pay Level – 3 |
| (c) Enumerator Senior Grade (on the completion of 16 years of service) | ... | Pay Level – 4 |
| (d) Enumerator Selection Grade (on completion of 24 years of service) | ... | Pay Level - 5 |

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|------------------------|------------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Chief Electoral Officer | Borne on IAS Cadre | Borne on IAS Cadre | |
| 2. | Additional Chief Electoral Officer | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 3. | Joint Chief Electoral Officer | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 4. | Assistant Chief Electoral Officer | Borne on MSS Cadre | Borne on MSS Cadre | |
| 5. | System Analyst | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Senior System Engineer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 7. | System Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 8. | Senior Assistant System Engineer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 9. | Assistant System Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| ELECTION OFFICE | | | | |
| 10. | Senior Enumerator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 11. | Enumerator | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

EXCISE, REGISTRATION, TAXATION, STAMP AND STATE LOTTERY

TAXATION

- 16.11 The Taxation Department is one of the major revenue earning Department of the State. Its main function is to administer tax collection under different Taxation Acts. It administers various Acts like the Meghalaya Goods and Service Tax Act, the Meghalaya Profession, Trades, Callings, and Employment Taxation Act, the Meghalaya Passengers and Goods Taxation Act and the Meghalaya Electricity Duty Act.
- 16.11.1 The Commissioner of Taxes deals with overall administration of the taxation laws which include revision of assessment, review of order under the Taxation Acts, appeals against assessment orders, refund of taxes etc. He is assisted by Joint Commissioner of Taxes, Deputy Commissioner of Taxes, Assistant Commissioner of Taxes, Superintendent of Taxes, Inspector of Taxes and other subordinate officials. There are 17 (seventeen) Circle Offices and 2(two) Enforcement Branch Offices under the Department. Each Circle and Enforcement Branch Office is headed by a Superintendent of Taxes, assisted by Inspectors.

REGISTRATION

- 16.11.2 The Inspectorate of Registration acts as a reference and interpretation authority on all matters arising out of registration of documents by the Deputy Registrars and Sub-Registrars.
- 16.11.3 The Inspector General of Registration is the Controlling Authority of the District Registrars and Sub-registrars, who are the registering authority of documents/instruments defined under the Indian Registration Act of 1908 like deeds, mortgages, agreements, bonds, and divorces. He also deals with registration of firms under the Indian Partnership Act of 1932 and issue certificate thereof. The power of registering documents is vested with the District Registrars/Sub-Registrars and Sub-Divisional Officers, who in turn submit the monthly revenue collection on account of registration fees, stamps duty and court fees to the Inspector General.
- 16.11.4 The main function of the Superintendent of Stamps is to check and countersign the indent of Non-Postal Stamps submitted by the Treasury Officers. The stamps are supplied by the Indian Security Press, Nasik and Security Printing Press, Hyderabad. The Superintendent of Stamps also settles the bills on accounts of printing and supply of stamps (both Judicial and Non-Judicial).

STATE LOTTERY

- 16.11.5 The Directorate of Meghalaya State Lottery was setup in 1982 with the aim of generating revenue for the State for utilisation on various welfare programmes like sports, education, health and anti-poverty. Its main function is to operate Government lotteries, if any, in accordance with the Rules and Regulations framed by the Central Government as well as the State Government.
- 16.11.6 The Commission examined the various issues raised by the Meghalaya Excise Officers' Association relating to improvement in pay scales for all ranks, provision of Kit & Kit Maintenance Allowance as admissible to other services like Police and Home Guards, regular sanction of monetary compensation for holidays foregone to all levels of the Service, etc., including the existing provision for promotion from the level of Constable to the higher level posts
- 16.11.7 The Commission notes that from the information furnished by the Department, the posts of Assistant Inspector, Inspector, Deputy Superintendent and Superintendent of Excise carry the minimum qualification of Graduate Degree but these posts could include incumbents promoted from the Constable level who are SSLC Passed only.
- 16.11.8 **The Commission, therefore, recommends that the Department should review and amend the Service Rules to prescribe that only such Inspectors of Excise who are Graduates would be eligible for consideration for promotion to the level of Deputy Superintendent of Excise/Superintendent of Excise, or higher levels.**
- 16.11.9 **The Commission also recommends grant of Kit & Kit Maintenance Allowance to the officers and other ranks as per the scale and condition laid down in Chapter 10 of this Report.**
- 16.11.10 **The Commission also feels that the Department should provide sufficient fund for compensation of holidays foregone to eligible employees as per provision of the Scheme.**
- 16.11.11 The Meghalaya Taxation Officers' Service Association raised the issue of stagnation which is so serious that it takes Inspector of Taxes at least 20 years to be promoted to Superintendent, a situation that is demoralising to the Officers. With the ongoing taxation reforms to culminate with the implementation of GST, they requested for suitable cadre restructure.
- 16.11.12 **The Commission considered their representation and feels that there is a need to sort out the problem of stagnation in the Service. Creation of a higher grade post at Inspector level (non-functional) is recommended as follows: -**

- (a) Inspector – 75 posts
 (b) Senior Inspector – 38 Nos. with a pay scale at one level higher than the pay scale of Inspector.

Recommended Pay Levels

| Sl. No | Name of Service or Post | Existing scale of pay | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------------|----------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| EXCISE | | | | |
| 1. | Commissioner of Excise | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Deputy Commissioner of Excise | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 3. | Assistant Commissioner of Excise | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 4. | Chemical Examiner | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 5. | Assistant Analyst | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 6. | Superintendent of Excise | 16300–410–19170–EB–530–23940–720–31860 | L – 14 | |
| 7. | Deputy Superintendent of Excise | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |
| 8. | Inspector of Excise | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 9. | Assistant Inspector of Excise | 9200–230–10810–EB–300–13510–410–18020 | L – 5 | |
| 10. | Head Excise Constable | 8300–210–9770–EB–270–12200–370–16270 | L – 4 | |
| 11. | Excise Constable | 7100–180–8360–EB–230–10430–310–13840 | L – 2 | |

| TAXATION | | | | |
|--------------------------------|---------------------------------|--|--------------------|--|
| 12. | Commissioner of Taxes | Borne on IAS Cadre | Borne on IAS Cadre | |
| 13. | Deputy Commissioner of Taxes | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 14. | Assistant Commissioner of Taxes | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 15. | Database Administrator | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 16. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 17. | Audit Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 18. | Superintendent of Taxes | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 19. | Inspector of Taxes | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 20. | Programme Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 21. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 22. | Checkers | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| REGISTRATION | | | | |
| 23. | Sub-Registrar | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 24. | Record Keeper | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 25. | Copyist | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| MEGHALAYA STATE LOTTERY | | | | |
| 26. | Director | Born on IAS Cadre | Born on IAS Cadre | |
| 27. | Computer Clerk | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 28. | Ferro Printer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

FINANCE

- 16.12 The Finance Department is primarily responsible for the financial administration and management of the State Finances. Some the main functions of the Department are preparation of budget and statement of estimated revenues and expenditure to be laid down before the State Legislature; examination of the proposals for increase or reduction of taxes; state borrowings and provision of Government Guarantees against loans raised by PSUs and other entities; laying down of appropriate financial rules for guidance of other Departments that are responsible for maintenance of proper accounts and action to enforce accountability on such matters; preparation of estimates of receipts and disbursements and keeping watch on State Government fiscal balances, ways and means operations etc.; framing of various rules regulating the pay, leave of person in service of the state Government and rules regulating the number, grading or cadre emolument of posts; laying down of appropriate financial rules for guidance of all Departments and other entities.
- 16.12.1 The Department consists of 8 Branches dealing with matters related to Audit & Funds, Establishment, Expenditure Control, Budget, Pay Revision, Pension, Revision of Rules and All issues related to Economic Affairs of the State. The following Directorates fall under the Administrative control of the Finance Department:

DIRECTORATE OF ACCOUNTS AND TREASURIES

- 16.12.2 The Director of Accounts and Treasuries (DAT) is the Head of Department for the 11 District Treasuries and 4 Sub-Treasuries functioning in the State. The Director is assisted by the Joint Director, Deputy Director and the Instructor from the Meghalaya Finance Service at the Directorate level. At the District and Sub-Divisional level, the Treasury or Sub-Treasury is headed by a Treasury Officer. He is assisted by the Assistant Treasury Officer, other Accounts staff. The main functions of the Directorate include monitoring of treasury operations, monitoring of pension cases disposed off at the treasury, internal audit of store and cash verification, monitoring of the Accountant General Audit Report, monitoring of monthly accounts sent by Treasuries to the Accountant General, issuing time to time instructions to Treasuries and Sub-Treasuries on Treasury operations, cadre management of Meghalaya Accounts Service, Meghalaya Treasury Subordinate Accounts Service, Treasury System Management Service, etc.

DIRECTORATE OF LOCAL FUND AUDIT

- 16.12.3 The office of the Examiner of the Local Accounts was bifurcated on 1st February, 1990 from the combined Directorate of Accounts and Treasuries and Examiner of Local Accounts. On 5th October, 2015 the

Examiner of Local Accounts was renamed as Directorate of Local Fund Audit. The primary function of this Directorate is to conduct audit on the accounts of various Educational Institutions, Local Bodies Urban Local Bodies, Autonomous District Council, and any other Local bodies receiving Grant-in-aid from State Government.

DIRECTORATE OF SMALL SAVINGS

- 16.12.4 The Directorate of Small Savings mainly deals with popularising of Small Savings Scheme and stepping up collection in the State. The Deputy Commissioner of a District is the empowered appointing authority in respect of the appointment and renewal of agents under Mahilla Pradhan Kshetriya Bachat Yojana System (MPKBY) and Standardise Agency System (SAS).

DIRECTORATE OF INSTITUTIONAL FINANCE

- 16.12.5 The main objective of the Directorate is channelizing bank credit to various sectors of the economy in accordance with socio - economic policies of the nation. It is the key link of the Government for coordination with the banks and other financial institutions for securing desired services in the development and welfare of the people of the State. The Directorate mainly deals with matters relating to banking and commerce, including company affairs and Public Undertakings having Government participation, coordination with the Reserve Bank of India, NABARD (National Bank for Agriculture and Rural Development) and State Level Banker's Committee (SLBC) on different credit related matters/schemes, Scheduled Commercial Banks, Regional Rural Banks (RRBs) and Cooperative Banks, etc.; matters relating to share capital contribution to Rural Development Banks and expansion of bank branch network etc., matter relating to Kisan Credit Cards, Crop Loan, Electronic Benefit Transfer of Funds to beneficiaries, bakijai collection etc., matters relating to District Level Review Committee, State Level Coordination and Review Committee, District Consultative Committee, Empowered Committee for RRBs etc. and matters relating to non-banking Financial Companies, Chit Funds, etc.
- 16.12.6 The Meghalaya Accounts Service Association submitted memorandum for enhancement in the pay scales of the Service for the following reasons:
- (a) The minimum educational qualification at the entry level of Junior Divisional Accountant (JDA) is Graduation with Economics as one of the subjects.
 - (b) For promotion to the post of Senior Divisional Accountant (SDA), the JDA has to undergo 4 months departmental training and pass the departmental examination.

- (c) For promotion to the post of Accounts Officer (AO), the JDA/SDA should have rendered not less than 4 years Service and should have completed 4 months departmental training and pass the Meghalaya Accounts Service Examination conducted by the MPSC.
- (d) Earlier, the JDAs were eligible to appear the Open Examination for appointment to the Meghalaya Finance Service but Government has amended the relevant provision in the Meghalaya Finance Service (Service Rules), barring the JDAs to appear for the aforesaid examination. Under the amended Rules, only Accounts Officer are eligible for appearing the Examination.
- 16.12.7 **The Commission considered all aspects of the matter and is in agreement with the change in the entry level qualification from Bachelor's Degree in any stream to Bachelor Degree in Economics or Mathematics or Commerce.**
- 16.12.8 **The Commission notes the proposal of the Department to do away with the system of conducting Departmental Examination by the MPSC for promotion from the post of Senior Divisional Accountant to Accounts Officer as the employees would have to give the Examination on the same subjects for appointment to the Finance Service through MPSC.**
- 16.12.9 **The Commission also agrees with the proposal that the Departmental Examination for promotion from SDA to Accounts Officer may be conducted by the Directorate concerned and recommends that suitable amendment to the Service Rules as well as the MPSC (LOF) Rules.**
- 16.12.10 The Meghalaya Local Audit Fund Audit Service Association submitted that their function, duties and responsibilities relate to Audit of Accounts of Local Bodies including Municipal Boards and Town Committees, Aided Educational Institutions, e.g., Schools and Colleges, Aided Organisations and Autonomous Bodies such as Autonomous District Councils, School Board, State Social Welfare Board, Revenue earning Government Departments/Offices, and also conduct Special Audit, preparation of Audit Reports and check and certification of D.C.R.G. claims of retiring employees of Aided Institutions beside attending to settlement Audit Paras of Accountant General.
- 16.12.11 They, therefore, requested that the Assistant Director of Local Fund Audit, who is in the pay scale of ₹ 17000 – 33690, be placed in the same scale as applicable to Assistant Heads of Departments.
- 16.12.12 **The Commission agrees that it would be fair and reasonable to have the Assistant Director at the same level of pay of Assistant Head of Department, that is, at ₹ 20700 – 36650 (Pay Level – 17 of the Revised Pay Structure).**

- 16.12.13 The Meghalaya Finance Service Association submitted that creation of more posts of Finance & Accounts Officer and Treasury Officer is necessary as there is great shortage of manpower at the level of FAO and Financial Adviser.
- 16.12.14 Due to delay in filling up the vacancies, the FAOs and FAs are over-burdened. At present, 18 FAOs are looking after 55 Directorates and only 13 FAs are in position for 45 Departments.
- 16.12.15 The Commission was informed that Government is reviewing the matter from time to time and would again examine the issue objectively.
- 16.12.16 The Association also sought for recommendation of Time-bound scales of pay (non-functional promotion) as the FAOs and TOs stagnate in the same post for 12 to 13 years and the benefit of ACP Scheme does not apply to them. The Department does not support this suggestion.
- 16.12.17 The Commission notes that the Department does not support the proposal for creation of one more post of Joint Secretary.
- 16.12.18 The Association informed the Commission that during their pre-service training period of 9 months the Treasury Officer/Finance & Accounts Officer does not receive pay and such period does not count as qualifying service for pension. This results in great loss to the Officers. The Department stated that there is merit in this case and recommends for consideration.
- 16.12.19 The Department also endorses the proposal of the Association for introduction of mandatory mid-career training for all members of the Service as the nature of their duties requires them to keep abreast with rules and guidelines.

Having considered the proposals/suggestions the Commission notes and recommends as follows:-

- (1) The delay in filling up the vacancies in the Service is mainly due to the failure of the MPSC to perform the prescribed role of providing the required manpower for appointment to vacancies.**
- (2) No time-bound promotion is recommended.**
- (3) There are already 2 Joint Secretaries belonging to the Finance Service in position, apart from the Director of Accounts and Treasuries and Director of Local Fund Audit who are of the same rank and status. Status quo be maintained.**
- (4) During the 9 months Pre-Service Training full pay and allowances may be allowed to the Officers. For those who fail the end-of-training examination, a second opportunity may be given to them to clear the examination. The probation of a person who**

fails the end-of-course examination on the second chance may be terminated.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|-----------------------------------|--|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Joint Secretary | 31300-940-37880-1110-46760 | L - 21 | |
| 3. | Joint Secretary & Ex-Officio Director Finance (Technical) | 31300-940-37880-1110-46760 | L - 21 | |
| 4. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 5. | Senior Financial Adviser | 26700-800-33100-1000-42100 | L - 19 | |
| 6. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Financial Adviser | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Senior Treasury Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 9. | Instructor (CTI) | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Finance and Accounts Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 11. | Treasury Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 12. | Accounts Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| FINANCE (ECONOMIC AFFAIRS) | | | | |
| 13. | Director, Institutional Finance & Ex-Officio Joint Secretary | 31300-940-37880-1110-46760 | L - 21 | |

Report of the Fifth MPC

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| 14. | Joint Director, Institutional Finance & Ex-Officio Deputy Secretary | 26700–800–33100– 1000–42100 | L – 19 | |
| 15. | Officer on Special Duty & Ex-Officio Deputy Secretary | 26700–800–33100– 1000–42100 | L – 19 | |
| 16. | Special Officer & Ex- Officio Under Secretary | 23300–700–27500– 830–32480–970–39270 | L – 18 | |
| 17. | Senior Research Officer | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 18. | Research Officer | 18300–500–21800–EB– 650–27000–810–35100 | L – 16 | |
| 19. | Assistant Research Officer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 20. | System Engineer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 21. | Programming Assistant | 14100–350–16550–EB– 460–20690–620–27510 | L – 11 | |
| DIRECTORATE OF LOCAL FUND AUDIT | | | | |
| 22. | Assistant Director | 17000–470–20290–EB– 560–25330–760–33690 | L – 17 | (Para. 16.12.13 refers) |
| 23. | Audit Officer | 16300–410–19170–EB– 530–23940–720–31860 | L – 14 | |
| 24. | Auditor | 14700–370–17290–EB– 480–21610–650–28760 | L – 12 | |
| 25. | Assistant Auditor | 14100–350–16550–EB– 460–20690–620–27510 | L – 11 | |
| 26. | Computer Clerk | 10600–270–12490–EB– 340–15550–470–20720 | L – 7 | |
| DIRECTORATE OF ACCOUNTS & TREASURIES | | | | |
| 27. | System Administrator | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |

| | | | | |
|------------------------------------|---|--|------------------------|----------------------------------|
| 28. | Assistant Treasury Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 29. | Senior Assistant System Administrator | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 30. | Accountant | 15700-390-18430-EB-510-23020-690-30610 | L - 12 | Chapter 14 (Para. 14.1.5 refers) |
| 31. | Senior Divisional Accountant | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 32. | Senior Accounts Assistant | 14700-370-17290-EB-480-21610-650-28760 | L - 11 | Chapter 14 (Para. 14.1.5 refers) |
| 33. | Assistant System Administrator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 34. | Programme Assistant Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 35. | Programming Assistant (Employee Database) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 36. | Junior Divisional Accountant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 37. | Junior Accounts Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 8 | Chapter 14 (Para. 14.1.5 refers) |
| 38. | Data Entry Operator (Employee Database) | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 39. | Programme Assistant Grade II | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 40. | Computer Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 41. | Record Sorter | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| DIRECTORATE OF SMALL SAVING | | | | |
| 42. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |

FISHERIES

- 16.13 The Department of Fisheries was formed by upgrading an allied branch of the Agriculture Department to a full-fledged department during the year 1974, for management of the fisheries sector in the State. Its main function is to ensure development, management, exploitation and conservation of existing fishery resources and creation of new fishery resources for the benefit and welfare of the people, with the ultimate objective of self-sufficiency in fish production. The Department implements State Schemes and Centrally Sponsored/Central Sector Schemes, including the Meghalaya State Aquaculture Mission.
- 16.13.1 At the Directorate Level the Director of Fisheries is the Head of Department who is drawn from the Civil Services. He is assisted by technical officers and field staff. The Department comprises four technical services, namely, the Meghalaya Fisheries Service, the Meghalaya Subordinate Fisheries Service, the Meghalaya Fisheries Engineering Service, and the Meghalaya Fisheries Research Service.
- 16.13.2 The Commission examined the memorandum submitted by the Meghalaya Fishery Field Staff Service Association relating to issues such as extreme stagnation in service suffered by the Fishery Demonstrators and Fishery Supervisors, up-gradation of pay scales for the posts to commensurate with the entry level qualification which is HSSLC in Science, re-designation of the post of Fishery Demonstrator as Fishery Technical Assistant and the post of Fishery Supervisor as Assistant Fishery Officer, etc.
- 16.13.3 **After careful consideration of all the facts, the Commission recommends that the pay of Fishery Demonstrator whose minimum educational qualification is HSSLC be allowed the Pay Level – 5 of the Revised Pay Structure. The Commission also feels that re-designation of posts is an administrative matter and may be decided departmentally.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|-------------------------|----------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | Borne on MCS Cadre | Borne on MCS Cadre | |
| 2. | Joint Director | 26700–800–33100–1000–42100 | L – 19 | |

| | | | | |
|-----|--|---|--------|--|
| 3. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 6. | Senior Research Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 7. | Superintendent of Fisheries | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 8. | Principal, Meghalaya State Fisheries Research & Training Institute, Mawpun | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 For B.E. Degree holders and Promotee Diploma Holders. | L - 15 | |
| 11. | Fishery Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 12. | Research Assistant | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | To be re-designated as Senior Grade Research Assistant (Chapter 14 refers) |
| 13. | Junior Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 14. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 15. | Data Processor | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 16. | Translator | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 17. | Fishery Supervisor | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

Report of the Fifth MPC

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|-----|-------------------------------|--|--|------------------------|
| 18. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 (For P.U. Science Passed) | L - 6 (For HSSLC Science Passed) | |
| 19. | Laboratory-Cum-Farm Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 20. | Fishery Demonstrator | - 8300-210-9770-EB-270-12200-370-16270 | L - 5 (For HSSLC Passed) L - 4 | (Para. 16.13.3 refers) |
| 21. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 22. | Trout Watcher | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 23. | Unskilled Work Assistant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 24. | Laboratory Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 25. | Fisherman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 26. | Boatman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 27. | River Guard | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

FOOD, CIVIL SUPPLIES AND CONSUMER AFFAIRS

- 16.14 The Food, Civil Supplies and Consumer Affairs Department is entrusted with the responsibility of effective implementation of the Public Distribution System (PDS) in the State, enforcement of markets discipline, promotion of consumers awareness and protection of their interest. The Department is responsible for ensuring availability of essential commodities in the market at reasonable prices, affordable for the poorer sections of the people of the State, and prevention of hoarding, black-marketing and artificial price hike through effective implementation of the Consumer Protection Act, 1986.
- 16.14.1 At the Directorate Level, the Director of Food Civil Supplies and Consumer Affairs is the Head of the Department, assisted by the Additional Director, the Joint Director and Field Officers. At the District level, the Deputy Commissioner (Supply) is the Controlling Officer, assisted by the Deputy Director of Supply, the Superintendent of Supply and the Inspector/ Sub-Inspector of Supply, in all matters relating to implementation of TPDS under the NFSA, 2013 to ensure that food grains meant for Public Distribution System reach the consumers and that the beneficiaries received their quota of food grains as per scale of issue and subsidies/controlled price.
- 16.14.2 The Meghalaya Supply Executive Staff Association submitted that as per the Meghalaya Food and Civil Supplies Service Rules, promotion is assured in 5 years from Sub-Inspector (s) to Inspector of Supply and also in 5 years from Inspector of Supply to Superintendent of Supply. However, due to lack of vacancy promotion takes place between 18 to 20 years. It takes 20 to 24 years for promotion from Sub-Inspector to Superintendent. They, therefore, requested for a notional up-gradation in pay scale across the board from the post of Sub-Inspector to Deputy Director.
- 16.14.3 **The Commission examined that matter in detail and recommends that –**
- (a) The pay scale of the post of Superintendent of Supply be raised to Pay Level – 14 of the Revised Pay Structure, equal to that of Superintendent of Excise.**
 - (b) Senior Grade Sub-Inspector posts (non-functional) be created in the Pay Level – 10 and promotion should be subject to completion of minimum of 8 years as Sub-Inspector and availability of vacancy.**

(c) The Department needs to examine and restructure their service as follows:

- (i) Sub-Inspector ... Pay Level – 8 ... 35 nos.
- (ii) Sr. Grade S.I. ... Pay Level – 10 ... 18 nos.
- (iii) Inspector ... Pay Level – 11 ... 13 nos.
- (iv) Superintendent ... Pay Level – 14 ... 10 nos.
- (v) Deputy Director ... Pay Level – 18 ... 05 nos.
- (vi) Joint Director ... Pay Level – 19 ... 03 nos.

16.14.4 The Meghalaya Food & Civil Supplies Accounts Staff Service Association submitted that the promotion of Supply Account Assistants has been pending since the notification of the Meghalaya Head of Department Ministerial Establishment Service Rules, 2010 due to the confusion that arose in the Directorate as to whether these posts should be part of the Ministerial Establishment of the Heads of Departments and be incorporated in the Service Rules or they belong to a separate cadre.

16.14.5 **The Commission is of the opinion that this issue is a departmental matter and should be dealt with accordingly.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|----------------------------|--|---|----------------------------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | Borne on IAS Cadre | Borne on IAS Cadre | |
| 2. | Additional Director | 28700–860–35580–1050–43980 | L – 20 | |
| 3. | Joint Director | 26700–800–33100–1000–42100 | L – 19 | |
| 4. | Deputy Director | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 5. | Superintendent of Supply | 15700–390–18430–EB–510–23020–690–30610 | L – 14 | [Para. 16.14.3 (a) refers] |
| 6. | Superintendent of Accounts | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |

| | | | | |
|-----|-------------------------|--|--------|--|
| 7. | Inspector of Supply | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 8. | Accountant | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 9. | Sub-Inspector of Supply | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 10. | Accounts Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 11. | Checkers | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

FORESTS AND ENVIRONMENT

- 16.15 On the formation of the State of Meghalaya, the Department of Forests and Environment consisted of two divisions, namely, the United Khasi & Jaintia Hills Division, having jurisdiction over the entire Khasi & Jaintia Hills region, and the Garo Hills Division, having jurisdiction over the entire Garo Hills region. Presently, the Department consists of 20 Divisions falling under four Circles, namely, the Territorial Circle, the Wild Life Circle, the Social Forestry & Environment Circle and the Research & Training Circle.
- 16.15.1 At the Directorate level, the head of office is the Principal Chief Conservator of Forests. Each Circle is headed by an officer of the rank of Additional Principal Chief Conservator of Forests. The main functions of the Department include conservation of forest wealth, development and up-gradation of knowledge, technology and information database on various aspects of the forestry sector, qualitative and quantitative improvement of the existing forest cover, expansion of the existing forest cover by undertaking suitable afforestation measures in barren and degraded areas and rehabilitation of barren refractory sites. The Department administers the Wildlife (Protection) Act, 1972; the Forest Conservation Act, 1980 and the Meghalaya Forest [Removal of Timber (Regulation)] Acts, 1981 and 1982.
- 16.15.2 The Meghalaya Forest Service Officers Association stated that being one of the State Services its entry level pay scale is same as that of the Meghalaya Civil Service and the Meghalaya Police Service, that is, ₹ 17000 – 33690 Junior Grade but the pay scale at the next level is only ₹ 23300 – 39270 while the Senior Grade pay scale of the MCS and MPS is higher at ₹ 26700 – 42100. The Meghalaya Forest Officers Service Rules under the post of DFO is a cadre post and thus there are only two grades in the Meghalaya Forest Service, i.e., only the Junior Grade and the Senior Grade. Thus, they requested for creation of another Grade in the Service.
- 16.15.3 They also mentioned that the officers of the State's Premier Forest Service are absorbed in the Indian Forest Service on promotion. Currently, the IFS and IPS have been given similar pay scales at all levels. So it would be fair and reasonable to allow them pay with their counterparts of equivalent rank under the Meghalaya Police Service, at all levels.
- 16.15.4 **The Commission, having examined all the aspects of the Service, including their Service Rules, recommends that a Cadre review may be taken up by the Department with reference to functional requirements and the need to ensure a healthy human resource management structure.**

- 16.15.5 **The Commission also recommends that an intermediary post between the existing posts of Assistant Conservator of Forests and Deputy Conservator of Forests, to be designated to Senior Assistant Conservator of Forests at Pay Level – 18 be created, with raise in the pay scale of Deputy Conservator of Forests from Pay Level – 18 to Pay Level – 19.**
- 16.15.6 The Meghalaya Forests Rangers’ Service Association submitted that their main grievance is anomaly in pay and stagnation in service.
- 16.15.7 The Commission carefully examined the facts received and observed that there are 67 Ranges in the State with the Forest Ranger as the Head of the Range and his jurisdiction is smaller than a C&RD Block. As per Service Rules Rangers can be promoted to Assistant Conservator of Forests only and most of them retire as such.
- 16.15.8 The Commission feels that the problem of stagnation faced by the Rangers is real and needs to be resolved. **The Commission notes that the Service suffers from lack of promotional avenues as there is only one level of promotion. It recommends that there should be three categories of Range Officers, namely –**
- (i) **Rangers** – 45 posts (entry level) Pay Level – 11.
 - (ii) **Senior Rangers** – 25 posts (by promotion after 8 years of service) Pay Level – 12.
 - (iii) **Selection Grade Rangers** – 19 posts (by promotion/direct entry) Pay Level – 13 (9 posts may be reserved for being filled up by promotion after serving for not less than 16 years as Ranger/Senior Ranger).

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|--|---------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Principal Chief Conservator of Forests | Borne on IFS Cadre | Borne on IFS Cadre | |
| 2. | Chief Conservator of Forests | Borne on IFS Cadre | Borne on IFS Cadre | |
| 3. | Conservator of Forests | Borne on IFS Cadre | Borne on IFS Cadre | |

Report of the Fifth MPC

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| 4. | Planning Officer | Borne on IFS Cadre | Borne on IFS Cadre | |
| 5. | Officer on Special Duty | Borne on IFS Cadre | Borne on IFS Cadre | |
| 6. | Divisional Forest Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Deputy Conservator of Forests | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Assistant Conservator of Forests | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Biometrician | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Environmental Planning Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 11. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 12. | Veterinary Assistant Surgeon | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 13. | Orchidologist | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 14. | Environment Planning & Protection Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 15. | Overseer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Forest Ranger | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 17. | Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 18. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | Accountant | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 20. | Analytical Assistant | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 21. | Draftsman | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

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|-----|----------------------|--|-------|---|
| 23. | Surveyor | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 24. | Deputy Ranger | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 25. | Range Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 26. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 27. | Forester I | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 28. | Assistant Instructor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 29. | Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 30. | Pump Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 31. | Generator Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 32. | P.T. Instructor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 33. | Orchid Keeper | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 34. | Forester II | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 35. | Caretaker | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 36. | Forest Guard | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 37. | Electrician | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | To be re-designated as Junior Electrician (Chapter 14 refers) |
| 38. | Boat Driver | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 39. | Orchid Watcher | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

Report of the Fifth MPC

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| 40. | Plumber | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 41. | Game Watcher | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 42. | Gateman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 43. | Gate Keeper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 44. | Animal Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 45. | Feeder | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 46. | Grass Cutter | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 47. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 48. | Boatman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 49. | Lab Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 50. | Orchid Keeper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

GENERAL ADMINISTRATION

- 16.16 The General Administration Department was divided into two separate Administrative Branches, namely, the General Administration (A) Department and the General Administration (B) Department, with effect from 23rd October, 1985.
- 16.16.1 The main functions of the Department include setting up and administration of the Guest Houses within and outside the State; coordinating acquisition of land for various Administrative Complexes and Meghalaya Houses in other States; according administrative approval for construction and repair of residential buildings for accommodation of Ministers and officials of the State Government and construction of buildings for accommodation of offices of the Deputy Commissioners/Sub-Divisional Officers/Extra Additional Commissioners, etc.; and laying down general instructions and guidelines on Restricted Holidays, Casual Leave and other Holidays, etc. The Department exercises administrative control over the Meghalaya Houses located in New Delhi, Kolkata, Vellore, Guwahati and Mumbai, as well as the Estate Office and the Rajya Sainik Board. The Estate Office is headed by the Estate Officer, equated in rank with an Executive Engineer of the PWD. The main functions of the Estate Office is to look after the maintenance and upkeep of both Civil and Electrical works of GAD premises occupied by Ministers, Parliamentary Secretaries, Class –I Officers and staff quarters, etc.
- 16.16.2 The employees of Meghalaya House, Kolkata and Delhi raised the issue of Transport Allowance for employees who stay outside the premises of Meghalaya House and those who have to move by public transport from their residential quarters to their workplace.
- 16.16.3 The employees of Meghalaya House, New Delhi submitted that the ministerial staff's scope of promotion is very limited. They, therefore, requested for up-gradation of posts. Also, the Drivers and Group 'D' employees of the Meghalaya House who are allowed to draw the Central Scales of pay may be allowed to continue drawing the Central Government pay. The employees also sought for absorption into regular service of persons employed on contract basis as Stenographers, Housekeeper, Sale-Manager-cum-Accountant and L.D. Assistant-cum-Receptionist.
- 16.16.4 The Commission notes that the MACP Scheme, as recommended in Chapter – 9 of this report will address the problem of stagnation and regularization of the service of ad hoc, contract, etc., persons is an administrative matter and the Department may take up the matter with the Referral Departments concerned.

16.16.5 The Commission, however, recommends that the existing arrangement of allowing the Group 'D' employees and Drivers of Meghalaya House Delhi to draw the Central Government pay scales may continue.

16.16.6 The Commission considered the role and function of the post of Officer-on-Special Duty of the Meghalaya House, Vellore and decided to place the post at Level – 15 of the revised Pay Structure.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|------------------------------------|---|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| MEGHALAYA HOUSE – NEW DELHI | | | | |
| 1. | Resident Commissioner | Borne on IAS Cadre | Borne on IAS Cadre | |
| 2. | Joint Resident Commissioner | Borne on MCS Cadre | Borne on MCS Cadre | |
| 3. | Officer on Special Duty cum-Liaison Officer | (Present incumbent to draw the scale of 20700 – 36650) 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 4. | House Keeper | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 5. | Caretaker | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 6. | Receptionist | 9900–250 –11650–EB–320–14530–440–19370 | L – 6 | |
| 7. | Senior Protocol Assistant | 9900–250 –11650–EB–320–14530–440–19370 | L – 6 | |
| 8. | Assistant House Keeper | 9900–250 –11650–EB–320–14530–440–19370 | L – 6 | |
| 9. | Lady Protocol Assistant | 8300–210–9770–EB–270–12200–370–16270 | L – 4 | |

| MEGHALAYA HOUSE – KOLKATA | | | | |
|-----------------------------------|---------------------------------------|--|--|--|
| 10. | Trade Adviser & Director of Movements | Borne on MCS Cadre | Borne on MCS Cadre | |
| 11. | Officer on Special Duty | 16300-410-19170-EB-530-23940-720-31860 | L – 14 | |
| 12. | Movement Officer | 15700-390-18430-EB-510-23020-690-30610 | L – 13 | |
| 13. | Liaison Officer | 14700-370-17290-EB-480-21610-650-28760 | L – 12 | |
| 14. | Receptionist | 9900-250-11650-EB-320-14530-440-19370 | L – 6 | |
| 15. | Telex Operator | 8300-210-9770-EB-270-12200-370-16270 | L – 4 | |
| 16. | Generator-cum-Lift Operator | (Present incumbent allowed the scale of 7700 – 15020) 6500-160-7620-EB-210-9510-290-12700 | (Present incumbent allowed Pay Level L – 3) L – 1 | |
| 17. | Handyman-cum-Helper | 6500-160-7620-EB-210-9510-290-12700 | L – 1 | |
| MEGHALAYA HOUSE – GUWAHATI | | | | |
| 18. | Officer on Special Duty | 16300-410-19170-EB-530-23940-720-31860 | L – 14 | |
| 19. | Liaison Officer | 14700-370-17290-EB-480-21610-650-28760 | L – 12 | |
| 20. | Airport Protocol Officer | 14100-350-16550-EB-460-20690-620-27510 | L – 11 | |
| 21. | Receptionist | 9900-250-11650-EB-320-14530-440-19370 | L – 6 | |
| 22. | Airport Protocol Assistant | 8300-210-9770-EB-270-12200-370-16270 | L – 4 | |
| 23. | Telephone Operator | 8300-210-9770-EB-270-12200-370-16270 | L – 4 | |

| MEGHALAYA HOUSE – VELLORE | | | | |
|----------------------------------|-------------------------------|--|--------|-----------------------|
| 24. | Officer on Special Duty | 16300–410–19170–EB–530–23940–720–31860 | L – 15 | (Para.16.16.6 refers) |
| 25. | Liaison Officer | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |
| 26. | Receptionist | 9900–250 –11650–EB–320–14530–440–19370 | L – 6 | |
| MEGHALAYA HOUSE – MUMBAI | | | | |
| 27. | Deputy Resident Commissioner | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 28. | Receptionist | 9900–250 –11650–EB–320–14530–440–19370 | L – 6 | |
| ESTATE OFFICE | | | | |
| 29. | Estate Officer | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 30. | Assistant Estate Officer | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 31. | Assistant Engineer Electrical | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 32. | Junior Engineer | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 33. | Estate Assistant | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 34. | Supervisory Assistant | 13100–330–15410–EB–420–19190–580–25570 | L – 10 | |
| 35. | Section Assistant | 8300–210–9770–EB–270–12200–370–16270 | L – 4 | |
| 36. | Tracer | 8300–210–9770–EB–270–12200–370–16270 | L – 4 | |

| | | | | |
|---|--|--|-------|---|
| 37. | Plumber | 8300-210-9770-EB-70-12200-370-16270 | L - 4 | |
| 38. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 39. | Carpenter | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 40. | Assistant Nazir (Shillong State Quest House) | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 41. | Receptionist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 42. | House Boy | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| STATE GUEST HOUSE | | | | |
| 43. | Receptionist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| ZILLA SAINIK WELFARE OFFICE | | | | |
| 44. | Zilla Sainik Welfare Officer | 2960 (Fixed Pay i.e., last pay drawn in the Army less the amount of Pension plus Rs.500/- ignorable & plus other allowances as per State Government) | - | |
| DIRECTORATE SAINIK WELFARE (PREVIOUSLY MEGHALAYA RAJYA SAINIK BOARD) | | | | |
| 45. | Director | As may be prescribed by Government from time to time. | - | |
| 46. | Room Bearer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 47. | Darwan | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

HEALTH & FAMILY WELFARE

16.17 Health & Family Welfare Department is charged with the vital role of providing medical services/amenities to the people of the State. It deals with all matters relating to implementation of various National Health Programmes in the State. The broad function of the Department is to control and supervise administration of hospitals, dispensaries, primary health centres, alternative systems of medicines; regulation of Food Adulteration Act and Rules, Drugs and Cosmetic Act, and Registration of Pharmacists and Pharmacists Training, Maternity and Child Health Programmes, Malaria Eradication Programme, Filaria Control Programme, Trachoma Control Programme, Small Pox Eradication Programme, Health Education Programme, Universal Immunisation Programme, National Rural Health Mission initiatives, etc.

16.17.1 There are three Directorates under the administrative control of the Department, whose composition and functions are briefly defined below:

DIRECTORATE OF HEALTH SERVICES (MI)

16.17.2 The Directorate of Health Services (MI) is responsible for overseeing the provision of health-care services through the medical institutions (Hospitals, CHC, PHCs, Dispensaries and Sub-Centres) at all levels. The Director of Health Services (MI) is the head of the Directorate. He is assisted by the Additional Director of Health Services, the Joint Director of Health Services, the Deputy Director of Health Services, Assistant Director of Health Services, the Deputy Director of Nursing, the Assistant Director of Nursing and other functionaries.

16.17.3 At the field level there are District Medical and Health Officers, the Additional District Medical & Health Officers, District Maternal & Child Health (MCH) Officers, Superintendents of Hospitals of the level of Joint Director of Health Services for Ganesh Das Hospital, Civil Hospital, Shillong and Reid Chest Provincial Hospital, Shillong. The Superintendents of Tura, Jowai, Nongpoh, Williamnagar Hospitals are of the level of Deputy Director of Health Services. At the Sub-Divisional Level, there are the Sub-Divisional Medical & Health Officers, Besides, District TB Officer, District Leprosy Officers, District Malaria Officers, Medical & Health Officers, AYUSH personnel, ANMs, etc. The Health Engineering Wing looks after construction and maintenance of the buildings of the Department and functions under the Director of Health Services (MI).

DIRECTORATE OF HEALTH SERVICES (MCH & FW)

16.17.4 The Director of Health Services (MCH & FW) looks after the various promotional and preventive health-care services and programmes sponsored by the Government of India, including Immunisation and Reproductive &

Child Health Programme. The Director is assisted by the Additional Director, the Joint Director, the Deputy Director, the Assistant Director, Technical Officer Goitre Cell (Iodine Deficiency Disease), Senior Medical & Health Officer, and other Programme Officers. The DHS (MCH & FW) is also responsible for the implementation of the National Health Mission programme under the supervision and guidance of the Mission Director, National Health Mission. The National Health Mission seeks to provide effective health-care to the poor, vulnerable and the marginalised section of society throughout the country. The goal of the Mission is to improve the availability and access to quality health care by people, especially for those residing in rural areas, the poor, women and children.

DIRECTORATE OF HEALTH SERVICES (RESEARCH)

16.17.5 The Director of Health Services (Research) looks after the management of Pasteur Institute, Shillong. The Institute offers services such as pathological and biochemical investigation, blood-banking services, food and drug testing, anti rabies vaccine inoculation etc. The DHS (Research) is assisted by the Director of Pasteur Institute, the Joint Director, the Deputy Director, the Assistant Director, Senior Specialists, Senior Medical & Health Officers, Specialists, Laboratory Technicians, etc. At present, there are three Blood Banks functioning under the State Government, namely, the Regional Blood Bank at Pasteur Institute, Shillong, Tura Civil Hospital and Jowai Civil Hospital. Apart from the above, the Department has the following functionaries:-

- (1) The Commissioner of Food Safety established as per the provision of the Food Safety & Standard Act, 2006. The main function of the office is to inspect establishments where food is manufactured, stored distributed & sold.
- (2) The Chief Executive Officer, Meghalaya Health Insurance Scheme (MHIS) looks after the implementation of the Megha Health Insurance Scheme (MHIS) which was launched with an objective to provide insurance cover to all the citizens of the State at the time of hospitalisation and to reduce their out-of-pocket expenses by utilizing the existing RSBY framework (including existing categories of RSBY beneficiaries) but excluding State and Central Government Employees.

16.17.6 The Commission received submissions from the Meghalaya Medical Specialist Service Association seeking suitable raise in the rate of Risk Allowance for medical officers.

16.17.7 After due consideration, the Commission feels that the existing Risk Allowance is too meagre to serve any purpose if the employee actually contracts a serious communicable disease, while discharging service in

treating patients having such communicable disease. **The Commission, therefore, in Chapter – 10 of this Report recommends the urgent formulation and implementation of a State Employees Health Risk Insurance Scheme which could holistically cover the cost of treatment of employees who contact communicable disease in the course of discharging their duties.**

16.17.8 In the meantime, **the Commission recommends continuance of the existing Risk Allowance without any revision for the existing segment being covered as at present only. Risk Allowance be abolished with effect from the date of implementation of the State Employees Health Risk Insurance Scheme.**

16.17.9 **The Commission deliberated on the various issues raised by the Meghalaya Government Nursing Service Association and recommends the following –**

(a) **Re-designation of the posts of Matron as Nursing Superintendent, Assistant Matron as Assistant Nursing Superintendent and Nursing Sister as Nurse In-charge.**

(b) **The Head of ANM School may be re-designated as Principal & the Head of GNM School be also re-designated as Principal with no change in pay scales.**

(c) **Creation of the post of Joint Director of Nursing under the control of the DHS (MI) to be filled up by promotion from Deputy Director, Nursing.**

16.17.10 **The Commission also considered the issues raised by the Meghalaya Government Pharmacists' Association and recommends the following:-**

(a) **Pharmaceutical Service should be professionalized and the Service Rules for the Pharmacists should be drawn up.**

(b) **The functions in the State & District level Medical Stores should be entrusted to experience Pharmacists.**

(c) **The minimum entry level qualification for the Pharmacist should be Bachelor Degree in Pharmacy on the following Pay Levels –**

(i) **Head Pharmacist – (Level – 9)**

(ii) **Pharmacist – (Level – 8)**

(d) **The Service Rules for the Pharmacists should be drawn up.**

16.17.11 **The Commission also examined the suggestion made by the Pharmacists to the Questionnaire for grant of Journal Allowance to enable them to upgrade their skills. The Commission feels that the provision of Journal Allowance to all Pharmacists will not be cost-effective. In lieu thereof, the Commission recommends that all health-care Institutions set up a Reading Room**

where adequate copies of the required journals may be procured at Government expense and provided for use by all staff.

16.17.12 On the issue raised by the Meghalaya B.Sc. Nursing Service Association relating to grant of advance increment(s) for possessing higher and special qualification, the Commission has made specific recommendation in Chapter – 8 of this Report.

16.17.13 The Commission recommends that the ANM/LHV be provided promotion on completion of 8, 16 and 24 years of service as follows:

- After 8 years – ANM/LHV Grade I
- After 16 years – ANM/LHV Senior Grade
- After 24 years – ANM/LHV Selection Grade

16.17.14 The Department may consider provision of designated residential quarters for ANM and Chowkidar.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--|--|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director of Health Services | 31300–940–37880–1110–46760 | L – 21 | |
| 2. | Additional Director of Health Services | 28700–860–35580–1050–43980 | L – 20 | |
| 3. | Joint Director of Health Services | 26700–800–33100–1000–42100 | L – 19 | |
| 4. | Deputy Director of Health Services | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| DIRECTORATE OF HEALTH SERVICES (MI) | | | | |
| 5. | Deputy Director, Nursing | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 6. | Adviser in Ophthalmology | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 7. | State T.B. Officer | 23300–700–27500–830–32480–970–39270 | L – 18 | |

Report of the Fifth MPC

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| 8. | Surgeon Superintendent of Civil Hospitals | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 9. | Superintendent of Civil Hospitals | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 10. | Addl Superintendent of Civil Hospitals | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 11. | Senior Specialist | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 12. | State Leprosy Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 13. | Executive Engineer (Health) | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 14. | Drugs Analyst | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 15. | Additional Civil Surgeon | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 16. | Assistant Drugs Controller | (Incumbent who is drawing the existing scale of ₹ 8750-13100/- will draw the revised scale of Rs. 23300-39270/- as personal to him) 20700-620-24420-730-29530-890-36650 | (Incumbent who is drawing the existing scale of ₹ 23300-39270/- will draw the revised Pay Level L -18 as personal to him) L - 17 | |
| 17. | Specialist in Medicines | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 18. | Specialist in Obstetrics and Gyneacology | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 19. | Specialist in Anaesthesiology | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 20. | Specialist in ENT | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 21. | Specialist in Pathology | 20700-620-24420-730-29530-890-36650 | L - 17 | |

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| 22. | Specialist in Paediatric | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 23. | Specialist in Orthopedic | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 24. | Specialist in Eye | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 25. | Specialist in Radiologist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 26. | District Surgeon | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 27. | Surgeon | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 28. | General-cum-Plastic Surgeon | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 29. | Zonal Leprosy Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 30. | Sub-Divisional Medical and Health Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 31. | Senior Medical and Health Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 32. | District T.B. Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 33. | Assistant Director, Nursing | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 34. | Physicist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 35. | Radiotherapist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 36. | Senior Dental Surgeon | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 37. | Senior Drugs Inspector | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 38. | Epidemiologist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |

Report of the Fifth MPC

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| 39. | Dental Surgeon | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 40. | Medical and Health Officer | 17000-470-20290-EB-560-25330-760-33690 [5 (five) advance increments for Post Graduate Degree and 3 (three) advance increments for Post-Graduate Diploma Holders] | L - 15 | |
| 41. | Registrar | | | |
| 42. | Casualty Officer | | | |
| 43. | Anaesthetist | | | |
| 44. | Resident Medical Officer | | | |
| 45. | Pathologist | | | |
| 46. | Veterinary Assistant Surgeon | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 47. | Inspector of Drugs | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 48. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 49. | Sub-Divisional Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 50. | Homeopathic Physician | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 51. | Ayurvedic Physician | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 52. | State Health Education Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 53. | District Health Education Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 54. | Assistant Research Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 55. | District Malaria Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 56. | Supervisor, Epidemio-logical Programme | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |

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| 57. | Paediatric Nursing Supervisor | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 58. | Subordinate Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 59. | Draughtsman I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 60. | Assistant Entomologist | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 61. | Prosthetic-cum-Orthotic Technician | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 62. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 63. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 64. | Technician Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 65. | Psychiatric Nurse | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 66. | Nursing Tutor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 67. | Ayush Scientific Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 68. | Superintendent | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 69. | Physiotherapist (Orthopaedic Department) | 14100-350-16550-EB-460-20690-620-2 7510 | L - 11 | |
| 70. | Internal Auditor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 71. | Head Pharmacist | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 72. | Occupational Therapist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 73. | Medic Social Worker | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

Report of the Fifth MPC

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| 74. | Assistant Malaria Officer | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 75. | Vocational Counsellor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 76. | Junior Prosthetic (Orthotic) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 77. | Occupational Therapist (Psychiatric Clinics) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 78. | Subordinate Engineer Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 79. | Artist-cum-Photographer | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 80. | Senior Microscopist | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 81. | Para Medical Assistant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 82. | Cashier-cum-Accountant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 83. | Urban Leprosy Worker | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 84. | Assistant Superintendent (Store) | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 85. | Store Keeper-cum-Clerk-cum-Accountant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 86. | Cashier | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 87. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

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| 88. | X-Ray Technician | P.U. Science with training will draw the scale of 11300-280- | L - 8 (HSSLC Science with training) | |
| 89. | ECG Technician | 13260-EB-360-16500-500-22000 | | |
| 90. | Physiotherapist Technician | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 91. | Pharmacist | - 9900-250-11650-EB-320-14530-440-19370 | L - 8 (For those possessing Bachelor Degree in Pharmacy) L - 6 | [Para. 16.17.10 (c) refers] |
| 92. | Rehabilitation Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 93. | Receptionist | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 94. | Social Science Worker | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 95. | Ayurvedic Pharmacist | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 96. | Junior Accountant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 97. | Compiler | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 98. | Auxiliary Nurse Midwife (Female Health Worker) | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 99. | Store Keeper (Headquarter) | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 100. | House Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 101. | Non-Medical Supervisor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 102. | B.C.G. Team Leader | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 103. | Health Visitor (TB) | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |

Report of the Fifth MPC

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| 104. | Treatment Organiser | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 105. | Social Service Worker | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 106. | Projectionist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 107. | Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 108. | Clerk-cum-Record Keeper | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 109. | Optometrist/ Ophthalmic Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 110. | Sectional Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 111. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 112. | Rural Health Inspector | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 113. | B.C.G. Technician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 114. | Health Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 115. | Plumber | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 116. | Medical Record Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 117. | Store Clerk | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 118. | Tailor | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 119. | Basic Health Inspector | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 120. | Malaria Inspector | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 121. | Leprosy Social Worker | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 122. | Orthopaedic Shoe Maker | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 123. | Senior Media Maker | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |

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| 124. | Assistant Engineman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 125. | Leprosy Injector/ Vaccinator | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 126. | Dark Room Attendant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 127. | Dark Room Assistant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 128. | X-Ray Attendant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 129. | Para Medical Worker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 130. | Water Pump Operator | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 131. | Boiler Attendant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 132. | Basic Health Worker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| DIRECTORATE OF HEALTH SERVICES (MCH & FW) | | | | |
| 133. | District Medical and Health Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 134. | Administrative Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 135. | Principal (Regional Health & Family Welfare Training Center) | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 136. | Additional District Medical & Health Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 137. | District Medical & Health Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 138. | Senior Medical and Health Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 139. | Gyneacologist (PPP) | 20700-620-24420-730-29530-890-36650 | L - 17 | |

Report of the Fifth MPC

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| 140. | Medical Lecturer– cum–Demonstrator | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 141. | Medical Superintendent | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 142. | Assistant Director, DEMO | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 143. | District M.C.H. Officer (UIP) | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 144. | Radiologist | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 145. | Pathologist | 20700–620–24420– 730–29530–890–36650 | L – 17 | |
| 146. | Medical and Health Officer | 17000–470–20290–EB– 560–25330–760–33690 [5 five advance increments for Post Graduate Degree and 3 (three) advance increments for Post– Graduate Diploma Holders] | L – 15 | |
| 147. | Pediatrician | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 148. | Technical Officer (Goitre Cell) | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 149. | Communication Officer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 150. | Statistical Officer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 151. | Matron | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | To be re- designated as Nursing Superin- tendent [Para 16.17.9 (a) refers] |
| 152. | Health Education Instructor | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 153. | Social Science Instructor | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |
| 154. | Health Education Extension Officer | 17000–470–20290–EB– 560–25330–760–33690 | L – 15 | |

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| 155. | Homeopathic Physician | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 156. | Ayurvedic Physician | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 157. | District Extension and Media Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 158. | Principal Nursing Officer, ANM Training School | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | To be re-designated as Principal [Para. 16.17.9 (b)] |
| 159. | Assistant Matron | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | To be re-designated as Asstt. Nursing Superintendent [Para. 16.17.9 (a) refers] |
| 160. | Cold Chain Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 161. | Office-cum-Hostel Superintendent (H&FW Training Centre) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 162. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 163. | Nursing Sister | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | To be re-designated as Nurse-In-Charge [Para. 16.7.9 (a)] |
| 164. | Public Health Nurse | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 165. | District Extension Educator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 166. | Block Extension Educator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 167. | Public Health Nurse Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 168. | Senior Health Inspector | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 169. | Auxilliary Nurse Midwife | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |

Report of the Fifth MPC

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| 170. | Inspection Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 171. | Artist/Artist-cum-Draftsman | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 172. | Senior Computer | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 173. | Staff Nurse | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 174. | Laboratory Technician | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 175. | ECG Technician | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 176. | Lady Health Visitor | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 177. | Family Welfare Field Worker | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 178. | Auxiliary Nurse Midwife (Female Health Worker) | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 179. | Statistical Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 180. | Computer | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 181. | Computer Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 182. | Radiographer | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 183. | Sanitary Inspector | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 184. | Non-Medical Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 185. | Technical Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 186. | Statistical Investigator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 187. | OT Technician | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |

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| 188. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 189. | Medical Record Attendant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 190. | Projectionist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 191. | Laboratory Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 192. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 193. | Plumber | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 194. | Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 195. | Microcopist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 196. | Senior Malaria Inspector | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 197. | Refrigerator Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 198. | Dhai | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 199. | Surveillance Inspector | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 200. | Dresser | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 201. | Surveillance Worker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| DIRECTORATE OF HEALTH SERVICES (RESEARCH) | | | | |
| 202. | Senior Specialist | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 203. | Drugs Analyst/ Government Analyst | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 204. | Senior Medical and Health Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |

Report of the Fifth MPC

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| 205. | Specialist | 20700-620-24420- 730-29530-890-36650 | L - 17 | |
| 206. | Assistant Director, Pasteur Institute | 20700-620-24420- 730-29530-890-36650 | L - 17 | |
| 207. | Medical and Health Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 208. | Assistant Analyst | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 209. | Junior Specialist | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 210. | Bio-Chemist | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 211. | A.H. & Veterinary Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 212. | Senior Scientific Officer | 16300-410-19170-EB- 530-23940-720-31860 | L - 14 | |
| 213. | Chemist | 16300-410-19170-EB- 530-23940-720-31860 | L - 14 | |
| 214. | Sister | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 215. | Assistant Bio- Chemist | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 216. | Assistant Chemist | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 217. | Scientific Officer | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 218. | Foreman | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 219. | Staff Nurse | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 220. | Junior Laboratory Technician (Pasteur) | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 221. | Pharmacist | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 222. | Scientific Assistant | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |

| | | | | |
|---------------------------------------|-------------------------------------|--------------------------------------|--------------------|---|
| 223. | Mechanical & Electrical Technician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 224. | Laboratory Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 225. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 226. | Air Conditioner Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 227. | Engineman | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 228. | Senior Media Maker | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 229. | Assistant Engineman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 230. | Junior Media Maker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 231. | Senior Laboratory Attendant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 232. | Junior Laboratory Assistant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 233. | Decanter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 234. | Tester | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 235. | Fitter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 236. | 2 nd Assistant Engineman | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 237. | Carpenter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| COMMISSIONERATE OF FOOD SAFETY | | | | |
| 238. | Commissioner of Food Safety | Borne on IAS Cadre | Borne on IAS Cadre | |

Report of the Fifth MPC

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|-------------------------|-------------------------------|--|--------|--|
| 239. | Joint Commissioner | 26700–800–33100–1000–42100 | L – 19 | |
| 240. | Deputy Commissioner | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 241. | Food Analyst | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 242. | Assistant Commissioner | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 243. | Assistant Food Analyst | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 244. | Assistant Analyst | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 245. | Chemist | 16300–410–19170–EB–530–23940–720–31860 | L – 14 | |
| 246. | Food Safety Officer | 14700–370–17290–EB–480 –21610–650–28760 | L – 12 | |
| 247. | Assistant Chemist | 14100–350 –16550–EB–460–20690–620 –27510 | L – 11 | |
| 248. | Scientific Assistant | 9200–230 –10810–EB–300 –13510–410–18020 | L – 5 | |
| GRADE – IV POSTS | | | | |
| 249. | Theater Assistant | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |
| 250. | Bearer-cum-Cook | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |
| 251. | Handyman-cum-Stretcher Bearer | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |
| 252. | O.T. Room Attendant | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |
| 253. | Orderly | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |
| 254. | Ward Boy/Ward Girl | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |
| 255. | Male/Female Attendant | 6500–160–7620–EB–210 –9510–290–12700 | L – 1 | |

| | | | | |
|------|------------------|--------------------------------------|-------|--|
| 256. | Porter | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 257. | Medicine Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 258. | Paniwalla | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 259. | Water Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 260. | Mate Bearer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 261. | Masalchi | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 262. | Ayah | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 263. | Reporter to RHI | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 264. | Stretcher Bearer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 265. | Packer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 266. | Sealer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 267. | Lift Operator | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 268. | Insect Collector | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 269. | Herdman | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 270. | Animal Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 271. | Labeller | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 272. | Parcel Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 273. | Water Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 274. | Sealer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |

Report of the Fifth MPC

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|------|---------------------------|--------------------------------------|-------|--|
| 275. | Packer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 276. | Laboratory Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 277. | Welder | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 278. | Mess Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 279. | Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 280. | Watchman | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 281. | Domestic Staff | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 282. | X-Ray Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 283. | Welder | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 284. | Surveillance Field Worker | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 285. | Dhobi | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 286. | Superior Field Workers | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 287. | Insect Collector | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |

HOME (CIVIL DEFENCE & HOME GUARDS)

- 16.18 The Meghalaya Home Guards and Civil Defence Organisation was started by the erstwhile Government of Assam during 1963. The role of this Organisation was primarily to ensure and maintain communal harmony in the State and help the administration in protecting the weaker sections of the society. The State of Meghalaya adopted the Assam Home Guards Act and Rules, 1947. The Home Guard Organisation was raised to a Battalion of the Border Wing Home Guards Battalion in 1977, primarily to augment the Border Security Force. Since 1989–90, the Home Guards personnel are deployed for Law & Order duties along with the Police and guard duties in the bungalows of VIP's in and around Shillong city. Also, one company of the Meghalaya Secretariat Guards was formed to provide guard duties in the three Meghalaya Secretariat Buildings.
- 16.18.1 The aim of the Civil Defence Organisation is to save life, minimize damage to property and to maintain continuity of production especially in times of war. It also plays a pivotal role in Disaster Management. The cities in the entire country have been categorised as Civil defence towns according to their vulnerability from enemy attack. In Meghalaya, the capital city of Shillong has been categorised as Category–I Civil Defence Town and Jowai and Tura as Category–II Civil Defence towns.
- 16.18.2 At the Directorate level a Senior IPS officer of the rank of Director General of Police heads the Department as Director General, Civil Defence and Home Guards. He is assisted by the Director of Civil Defence and Commandant General of Home Guards, the Joint Director of Civil Defence & Joint Commandant General of Home Guards, Senior Staff Officers and Junior Staff Officers. The Director General, Civil Defence & Home Guards is responsible for framing of policies, agenda of works, supervision and overseeing their execution. He is the Controlling Officer of the Directorate and is responsible for organising training of Home Guards & Civil Defence volunteers and their deployment.
- 16.18.3 The Officers of the Directorate raised the issue of the anomalies in the pay scales of Joint Director, Civil Defence & Joint Commandant General of Home Guards; Senior Staff Officer, Divisional Commandant, Commandant, Central Training Institute & Commandant, Border Wing Home Guards Battalion; Junior Staff Officer/Chief Instructor, Central Training Institute/Administrative Officer, Central Training Institute/Battalion 2nd In-Command, Border Wing Home Guards/District Commandant/Deputy Controller Civil Defence vis-a-vis that of the Police personnel of equivalent rank at all levels. They, therefore, requested suitable up-gradation of pay at par with the officers and ranks of the State Police Service.

16.18.4 **The Commission examined in detail these grievances and submissions and after careful consideration, recommends status quo in so far as the rank and pay scales of the uniform personnel of this organization are concerned, keeping in view the total size and manpower strength of the Home Guards Organisation in the State.**

16.18.5 **The Commission, however, recommends parity in the matter of Ration Allowance, Kit and Kit Maintenance Allowance as recommended for the State Police personnel in Chapter – 10 of this Report.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--|--|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| DIRECTORATE OF CIVIL DEFENCE & HOME GUARDS | | | | |
| 1. | Director General, Civil Defence & Home Guards | Borne on IPS cadre | Borne on IPS cadre | |
| 2. | Director, Civil Defence & Commandant General of Home Guards | 31300–940–37880–1110–46760 | L – 21 | |
| 3. | Joint Director, Civil Defence & Joint Commandant General Home Guards | 26700–800–33100–1000–42100 | L – 19 | |
| 4. | Senior Staff Officer | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 5. | Junior Staff Officer | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| OFFICE OF THE DIVISIONAL COMMANDANT HOME GUARDS | | | | |
| 6. | Divisional Commandant | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| MEGHALAYA SECRETARIAT GUARDS | | | | |
| 7. | Inspector | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |

| | | | | |
|-----------------------------------|------------------------|---|--------|--|
| 8. | Platoon Commander | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 9. | Platoon Havildar | 9200-230 -10810-EB-300 -13510-410-18020 | L - 5 | |
| 10. | Havildar Clerk | 9200-230 -10810-EB-300 -13510-410-18020 | L - 5 | |
| 11. | Naik | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 12. | Lance Naik | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 13. | Guardsmen | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 14. | Water Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 15. | Barber | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 16. | Dhobi | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| CENTRAL TRAINING INSTITUTE | | | | |
| 17. | Commandant | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 18. | Medical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 19. | Chief Instructor | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 20. | Administrative Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 21. | Store Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 22. | Senior Instructor | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 23. | Quarter Master | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 24. | Deputy Store Officer | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |

Report of the Fifth MPC

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|-----|---------------------------|--|-------|--|
| 25. | Junior Instructor | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 26. | Compounder | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 27. | Dresser | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 28. | Armourer Havildar | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 29. | Draftsman | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 30. | Pipe Band Havildar | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 31. | Quarter Guards Havildar | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 32. | Pipe Band Naik | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 33. | Demonstrator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 34. | Leading Fireman | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Quarter Guards Naik | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 36. | Pipe Band Lance Naik | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 37. | Quarter Guards Lance Naik | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Carpenter | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 39. | Storeman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 40. | Bugler | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 41. | Fatigue Partyman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 42. | Bandsman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |

| | | | | |
|--|----------------------------|--|--------|--|
| 43. | Quarter Guard Home Guard | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 44. | Mechanic | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 45. | Boot Maker | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 46. | Barber | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 47. | Tailor | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 48. | Water Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 49. | Dhobi | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| FIRE FIGHTING CREW | | | | |
| 50. | Leading Fireman | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 51. | Fireman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| BORDER WING HOME GUARDS BATTALION | | | | |
| 52. | Commandant | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 53. | 2 nd in Command | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 54. | Inspector | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 55. | Sub-Inspector | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 56. | Havildar | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 57. | Platoon Havildar | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 58. | Naik | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

Report of the Fifth MPC

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| 59. | Lance Naik | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 60. | Despatch Rider | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 61. | Guardisman | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 62. | Runner | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 63. | Water Carrier | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |
| DISTRICT HOME GUARDS ORGANISATION | | | | |
| 64. | District Commandant | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 65. | Centre Commander | 14700-370-17290-EB- 480-21610-650-28760 | L - 12 | |
| 66. | Quarter Master | 14700-370-17290-EB- 480-21610-650-28760 | L - 12 | |
| 67. | Platoon Commander | 12000-300-14100-EB- 390-17610-530-23440 | L - 9 | |
| 68. | Havilder Instructor | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 69. | Havilder Clerk | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 70. | Naik | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 71. | Lance Naik | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 72. | Storeman | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 73. | Guardisman | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| CIVIL DEFENCE | | | | |
| 74. | Deputy Controller | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |

| | | | | |
|-----|---|--|--------|--|
| 75. | Quarter Master/ Store Superintendent | 14700-370-17290-EB- 480-21610-650-28760 | L - 12 | |
| 76. | Assistant Deputy Controller | 14700-370-17290-EB- 480-21610-650-28760 | L - 12 | |
| 77. | Storeman | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 78. | Wireless Operator | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 79. | Messenger | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 80. | Non Combatant Employees | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |

HOME (POLICE)

- 16.19 Home (Police) Department is responsible for the maintenance of law and order and for the detection and investigation of crimes. The police force in the State is headed by a Director General of Police, borne on the Indian Police Service Cadre. He is assisted by the Special Director General of Police, Addl. Director General of Police, Inspector General of Police, Deputy Inspector General of Police and other officers in the ranks of Superintendent of Police, Commandant of Battalion and others. The State has 11(eleven) District Executive Force (DEFs) and 7(seven) Battalions, including SF-10, which is an elite anti-insurgency and riot control battalion, and 4 (four) IR Battalions. The other units consist of CID, Special Branch, Anti-Infiltration Directorate, Fire & Emergency Services, Meghalaya Police Radio Organization, State Crime Record Bureau and Forensic Science Laboratory.
- 16.19.1 At the District level the Police administration is looked after by the Superintendent of Police who is responsible for maintenance of law and order; detection, investigation and prevention of crimes, regulation of traffic, and providing security cover to VIPs. The Sub-Divisional Police Officer performs similar duties within his Sub-Division under the supervision and control of the Superintendent of Police concerned. Meghalaya Police Battalions and Police Training School are under the charge of IGP (TAP).
- 16.19.2 The overall role, function and management of Meghalaya Police establishments and matters relating thereto are regulated by the Meghalaya Police Act, 2011.
- 16.19.3 The following are the major units of the Meghalaya Police:
- (i) **Special Branch (SB)**: It is headed by a Special Director General of Police and assisted by the Inspector General of Police and Superintendent of Police. Its main function is collection, analysis and dissemination of intelligence having bearing on internal security, maintenance of public order and on security of public and their properties and also on the security of the VIPs. The Anti-Infiltration Branch also functions under it.
 - (ii) **Fire & Emergency Services**: It is headed by an Additional Director General of Police, who is assisted by the Superintendent of Police and Divisional Fire Service Officers. There are 34 Fire Stations and 29 Sub-fire stations in the State. The State Fire & Emergency Services is governed by the Meghalaya & Emergency Act, 2012.

- (iii) **Criminal Investigation Department**: It is headed by Additional Director General of Police, who is assisted by the Special Superintendent of Police. The Department takes up investigation of cases which have inter-state or inter-district ramifications.
 - (iv) **Forensic Science Laboratory**: The Laboratory was established in the year 1987. It consists of the chemistry division, biology division, physical division and questioned documents division.
 - (v) **Law and Order**: The Additional Director General of Police heads this unit. He is assisted by the Inspector General of Police and the Assistant Inspector General of Police. For the purpose of police administration, the State is divided into Eastern Range and Western Range. The state shares an international border of 443 Km. with Bangladesh and approximately 884 Km. with our neighbouring State of Assam.
 - (vi) **Cyber Crime Wing**: This wing deals with cyber crime cases. The personnel of this Wing conduct training in investigation of Cyber Crime cases and also lend support to the investigating officers in investigation of cyber crimes.
 - (vii) **Meghalaya Police Radio Organisation**: The Organisation is headed by an Additional Director General of Police, in-charge. Communication. He is assisted by the Superintendent of Police. There are 108 Police Radio Stations and 8 Repeater Stations in the State. The Organization provides uninterrupted wireless communication system to the Police force especially in the remote areas.
- 16.19.4 The Officers of Meghalaya Police Service submitted for parity of their pay scales with other State Services, like MCS, MFS as the maximum MPS Scale is only ₹ 28700 – 43980. They also requested that the officers without nomination to IPS may be given higher pay scale while they may remain as S.P. Grade. The Officers concerned also informed the Commission that there is stagnation in the entry level post for many years.
- 16.19.5 **The Commission notes that the issue on pay structure of the Meghalaya Police Service was dropped on the suggestion of the Department that the only obstacle in their promotion to the IPS was the earlier age bar of 54 years, which has since been raised to 56 years.**
- 16.19.6 **The Commission also notes that with the creation of the Junior Administrative Grade (Non-functional) with a pay scale of ₹ 20700 – 36650, as well as the Senior Duty Post of Selection Grade (Non-functional) with a pay scale of ₹ 28700 – 43980, which has been recently notified by Government, the grievance leading to the stagnation of the Police Officers should stand resolved.**

Pay Scale and Qualification of State Constabulary

16.19.7 The Commission notes the details of qualifications of the State Constabulary as indicated below, as per information furnished by Home (Police) Department:-

| Name of Posts | Number of Matriculate Constables drawing Pay in the Scale of 8300 - 16270 | Number of Under-Matriculate constables drawing Pay in the Scale of 7700 – 15020 |
|---------------|---|---|
| UB Constable | 1396 | 289 |
| AB Constable | 558 | 971 |
| Battalion | 1963 | 1750 |
| Total | 3917 (56.5%) | 3010 (43.5%) |

- (1) After due consideration, the Commission recommends to increase the pay of Matriculate/SSLC Police personnel to the level of the pay of LDA (District Establishment), that is, the revised Pay Level – 5, with corresponding increase in the Pay Levels of the promotion posts to which the Constables may be promoted as per their Service Rules.
- (2) The Commission also recommends gradual and phased up-gradation of qualification of police personnel from Matriculate/SSLC to Class XII and ultimately to Graduate level with corresponding increase in pay scales.
- (3) The Commission further recommends that recruitment of Under Matriculate/Under SSLC persons to the State Constabulary be stopped with effect from the date of implementation of these recommendations.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--|--------------------------|--------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| MEGHALAYA POLICE SERVICE (SENIOR) | | | | |
| 1. | Superintendent of Police | Senior Scale of Pay of IPS/MPS | Senior Scale of Pay of IPS/MPS | |

| | | | | |
|---|---|--|-------------------------|----------------------------|
| 2. | Additional Superintendent of Police | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | 2 nd in Command M.L.P. Battalion | 26700-800-33100-1000-42100 | L - 19 | |
| 4. | Commanding Officer | 26700-800-33100-1000-42100 | L - 19 | |
| 5. | Assistant Inspector General | 26700-800-33100-1000-42100 | L - 19 | |
| MEGHALAYA POLICE SERVICE (JUNIOR) | | | | |
| 6. | Deputy Superintendent of Police | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 7. | Sub-Divisional Police Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 8. | Assistant Commandant Police Battalion | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Deputy S.P. of Police (Computer & SCRB) | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Assistant Superintendent of Police | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 11. | Assistant Commandant | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| DISTRICT EXECUTIVE FORCE (GENERAL) | | | | |
| 12. | Inspector | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 13. | Sub-Inspector | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 14. | Assistant Sub-Inspector | 9900-250-11650-EB-320-14530-440-19370 | L - 7 | [Para. 16.19.7 (1) refers] |
| 15. | Havildar (AB) | 9200-230-10810-EB-300-13510-410-18020 | L - 6 | [Para. 16.19.7 (1) refers] |
| 16. | Head Constable (UB) | 9200-230-10810-EB-300-13510-410-18020 | L - 6 | [Para. 16.19.7 (1) refers] |
| 17. | Constable (AB) & (UB) | 8300-210-9770-EB-270-12200-370-16270 (For Matriculate) | L - 5 (For SSLC Passed) | [Para. 16.19.7 (1) refers] |

Report of the Fifth MPC

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| | | 7700-190-9030-EB-250-11280-340-15020 (For under matric) | L - 3 (For under SSLC) | |
| 18. | Naik/Lance Naik | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| OFFICE OF THE DIG/I.G. OF POLICE (SB)/CID/ACB) | | | | |
| 19. | Head Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 20. | Supervisory Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 21. | Accountant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 22. | Record Keeper | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 23. | First Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 24. | Index Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 25. | Assistant Index Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 26. | Accounts Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| FORENSIC SCIENCE LABORATORY | | | | |
| 27. | Director | 28700-860-35580-1050-43980 | L - 20 | |
| 28. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 29. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 30. | Scientific Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 31. | Senior Scientific Assistant | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |

| | | | | |
|--|---|---|---|---|
| 32. | Scientific Assistant | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 33. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 34. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Electrician | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | To be re-designated as Junior Electrician (Chapter 14 refers) |
| 36. | Laboratory Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| VILLAGE DEFENCE ORGANISATION | | | | |
| 37. | Village Defence Circle Organiser | 9200-230-10810-EB-300-13510-410-18020 (Matriculate) 7700-190-9030-EB-250-11280-340-15020 (Non-matriculate) | L - 5 (For SSLC Passed) L - 3 (For Under SSLC) | |
| 38. | Additional Circle Organiser | 8300-210-9770-EB-270-12200-370-16270 (Matriculate) 7700-190-9030-EB-250-11280-340-15020 (Non-matriculate) | L - 4 (For SSLC Passed) L - 3 (For Under SSLC) | |
| MEGHALAYA POLICE RADIO ORGANISATION | | | | |
| 39. | Senior Superintendent of Police (Communication) | 26700-800-33100-1000-42100 | L - 19 | |
| 40. | Superintendent of Police (Communication) | 26700-800-33100-1000-42100 | L - 19 | |
| 41. | Additional Superintendent of Police (Communication) | 26700-800-33100-1000-42100 | L - 19 | |

Report of the Fifth MPC

| | | | | |
|-----|---|--|---|----------------------------|
| 42. | Deputy Superintendent of Police (Communication) | 17000-470-20290-EB-560-25330-760-33690 (For direct recruit, degree in Telecommunication Engineering or Electrical Engineering with telecommunication as one of the subjects or Master Degree in Physics or Applied Physics with Electronic Wireless as one of the subjects) | L – 15 | |
| 43. | Deputy Superintendent of Police (Cryptography) | 17000-470-20290-EB-560-25330-760-33690 (For direct recruit, degree in Telecommunication Engineering or Electrical Engineering with telecommunication as one of the subjects or Master Degree in Physics or Applied Physics with Electronic Wireless as one of the subjects) | L – 15 | |
| 44. | Wireless Inspector | 14700-370-17290-EB-480-21610-650-28760 | L – 12 | |
| 45. | Wireless Sub-Inspector | 14100-350-16550-EB-460-20690-620-27510 | L – 11 | |
| 46. | Wireless Assistant Sub-Inspector | 9900-250-11650-EB-320-14530-440-19370 (MPRO personnel passing Grade examination will get 1(one) advance increment) | L – 6 (MPRO personnel passing Grade examination will get 1(one) advance increment) | |
| 47. | Constable Wireless Operator | - 8300-210-9770-EB-270-12200-370-16270 | L – 5 (For SSLC Passed) L – 4 | [Para. 16.19.7 refers (1)] |

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|--|--|---|----------------------------|----------------------------|---|
| 48. | Constable Driver | 8300-210-9770-EB-270-12200-370-16270 (Matriculate) | L - 5 (For SSLC Passed) | [Para. 16.19.7 refers (1)] | |
| 49. | Despatch Rider | | | | |
| 50. | Constable | | | | |
| 51. | Messenger | | | | |
| 52. | Nursing Orderly | | | | 7700-190-9030-EB-250-11280-340-15020 (Non-Matriculate) |
| 53. | Handyman Constable | | | | |
| 54. | Carpentry Constable | | | | |
| STATE FIRE SERVICE ORGANISATION | | | | | |
| 55. | Superintendent of Police (Fire Service) | 26700-800-33100-1000-42100 | L - 19 | | |
| 56. | Divisional Fire Service Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | | |
| 57. | Senior Station Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | | |
| 58. | Inspector | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | | |
| 59. | Station Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | | |
| 60. | Sub-Officer | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | | |
| 61. | Leading Fireman | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | | |
| 62. | Fireman Handyman | 8300-210-9770-EB-270-12200-370-16270 | L - 4 (For SSLC Passed) | | |
| 63. | Fireman Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 (For SSLC Passed) | | |
| 64. | Fireman | 8300-210-9770-EB-270-12200-370-16270 (Matriculate) | L - 4 (For SSLC Passed) | | |
| | | 7700-190-9030-EB-250-11280-340-15020 (Non-matriculate) | L - 3 (For Under SSLC) | | |

Report of the Fifth MPC

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|--------------------------|-----------------------------------|--|---|----------------------------|
| 65. | Driver Constable | 8300-210-9770-EB-270-12200-370-16270 (Matriculate) 7700-190-9030-EB-250-11280-340-15020 (Non-Matriculate) | L - 5 (For SSLC Passed) L - 3 (For Under SSLC) | [Para. 16.19.7 refers (1)] |
| 66. | Dhobi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 67. | Barber | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| CONSTRUCTION CELL | | | | |
| 68. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 69. | Police Doctor | 17000-470-20290-EB-560-25330-760-33690 (For MBBS Degree Holder) 16300-410-19170-EB-530-23940-720-31860 | L - 15 (For MBBS Degree Holder) L - 14 | |
| 70. | Nurses | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 71. | Record Keeper (D.G.P's Office) | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 72. | Journalist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 73. | Draftsman Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 74. | Dhai | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 75. | Attendant (Computer Cell) | 8300-210-9770-EB-270-12200-370-16270 (Matriculate) 7700-190-9030-EB-250-11280-340-15020 (Non-Matriculate) | L - 4 (For SSLC Passed) L - 3 (For Under SSLC) | |

| POLICE TRAINING SCHOOL | | | | |
|-------------------------------|-----------------------------|---|---|----------------------------|
| 76. | Principal | Borne on IPS Cadre | Borne on IPS Cadre | |
| 77. | Assistant Principal | 17000-470-20290-EB-560-25330-760-33690 (M.P.S. Cadre) | L - 15 | |
| 78. | Chief Drill Instructor | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 79. | Vice Chief Drill Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 80. | Armourer | - 8300-210-9770-EB-270-12200-370-16270 | L - 5 (For SSLC Passed) L - 4 | [Para. 16.19.7 refers (1)] |
| 81. | Naik | - 8300-210-9770-EB-270-12200-370-16270 | L - 5 (For SSLC Passed) L - 4 | [Para. 16.19.7 refers (1)] |
| 82. | Lance Naik | - 8300-210-9770-EB-270-12200-370-16270 | L - 5 (For SSLC Passed) L - 4 | [Para. 16.19.7 refers (1)] |
| 83. | Barber | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 84. | Dhobi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

HOUSING

- 16.20 The main objective of the Housing Department is to implement the Housing Schemes introduced by the Government of India and the State Government.
- 16.20.1 The Directorate of Housing is headed by the Director and assisted by the Deputy Director and the Assistant Director. At the District Level, the Deputy Commissioner (Housing) is the Head of Office, assisted by the District Housing Officer/Inspector of Housing for the implementation of the schemes of the Department.
- 16.20.2 The Directorate formulates the policies at the State level on matters relating to Housing. Its other functions are framing of Acts, Rules, Laws, Bye-laws, etc., for various housing schemes, preparing suitable designs and specifications of different housing projects and executing the projects. The Directorate also liaises between the Government and Semi-Government organisations on matters relating to Housing, Meghalaya State Housing Board, loan recovery and other related subjects.
- 16.20.3 The Commission was informed that the Draft Service Rules of the Meghalaya Housing Engineering Service and Meghalaya Housing Engineers Service have not yet been finalized and the O.M. regulating promotion procedure cannot be made operative due to an ongoing court case.
- 16.20.4 **The Commission feels that all Departments which do not yet have notified Service Rules must be caused by Personnel & A.R. Department to ensure that their Draft Service Rules are finalised and notified with due concurrence of concerned Referral Departments within 31.03.2018. A high level Review Committee on Service Rules with the Chief Secretary as Chairman needs to be set up to monitor progress in the above regard on a monthly basis and ensure that the Service Rules are notified as above.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------------------|----------------------------|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| HEADQUARTERS | | | | |
| 1. | Director of Housing | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Deputy Director of Housing | 23300-700-27500-830-32480-970-39270 | L - 18 | |

| | | | | |
|-------------------------|-------------------------------|--|---|--|
| 3. | Assistant Director of Housing | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 4. | Assistant Engineer | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 6. | Assistant Research Officer | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |
| 7. | Inspector of Housing | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 8. | Junior Engineer | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 9. | Draftsman | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 10. | Surveyor Grade I | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 11. | Surveyor Grade II | 10600–270–12490–EB–340–15550–470–20720 | L – 7 | |
| 12. | Investigator | 9200–230–10810–EB–300–13510–410–18020 | L – 5 | |
| 13. | Tracer | 8300–210–9770–EB–270–12200–370–16270 | L – 4 | |
| 14. | Section Assistant | 8300–210–9770–EB–270–12200–370–16270 | L – 4 | |
| 15. | Ferro Printer Operator | 7100 – 13840 (Personal to incumbent) 6500–160–7620–EB–210–9510–290–12700 | L – 2 (Personal to present incumbent) L – 1 | |
| 16. | Khalasi | 6500–160–7620–EB–210–9510–290–12700 | L – 1 | |
| DISTRICT OFFICES | | | | |
| 17. | District Housing Officer | 16300–410–19170–EB–530–23940–720–31860 | L – 14 | |
| 18. | Inspector of Housing | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |

Report of the Fifth MPC

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|-----|--------------------|--|--------|--|
| 19. | Surveyor Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 20. | Junior Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 21. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 22. | Surveyor Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 23. | Section Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 24. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 25. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

INFORMATION AND PUBLIC RELATIONS

- 16.21 Information & Public Relations Department is entrusted with the responsibility of creating an active interface with the people, publicising various plans and programmes, welfare measures and developmental activities undertaken by the Government through different information dissemination media, including its own publicity units. The Department has launched the Meghalaya Integrated Information System (MIIS) in June, 2012. This system allows residents of Meghalaya to receive information through Mass Information Dissemination System and helps them to provide feedback to the Government on various schemes and also assists lodging of grievances by the public through a grievance redressal mechanism.
- 16.21.1 At the Directorate Level, the Director of Information & Public Relations is the head. He is assisted by the Deputy Director, the Assistant Director and the Public Relations Officers. The main activities of the Directorate include press coverage for important government functions, organizing the Meghalaya Day Celebration in the State capital, publications, issuing of advertisements & press releases, participating at the India International Trade Fair (IIFT), New Delhi, participating in the Republic Day Celebration and organizing the Indian Panorama Film Festival at Shillong. The Subordinate Offices at Shillong, Tura and Jowai are each headed by the Assistant Director, while each of the offices in the remaining 8 (eight) Districts are headed by the District Public Relations Officer and at the Sub-Divisional Level (4 Nos) the office is headed by the Sub-Divisional Public Relations Officer.
- 16.21.2 The Meghalaya Information Service Association proposed for enhancement of pay scales with reference to other services, considering the disparity in the pay scales of the District and Sub-Divisional Officers in comparison to their corresponding counterparts in the other Departments. They also requested for grant of Special Pay for working extra hours, grant of Risk Allowance for field duty and grant of compensation for holidays foregone as it does not apply to them as of now.
- 16.21.3 The Commission examined the proposal for enhancement of the pay scale of the Meghalaya Information Service and feels that the Department needs to effect a careful review of the Departmental manpower structure to ensure that all positions are effectively manned. District level officers should preferably be officials with adequate experience in the Department.
- 16.21.4 **The Commission, therefore, recommends that all District level posts should be of the level of Assistant Director.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|---|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 (IAS/MCS Officer to draw his own grade pay) | L - 21 | |
| 2. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 3. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 4. | Public Relations Officer (Headquarters) | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 5. | District Public Relations Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 6. | Producer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 7. | Technical Supervisor | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 8. | Assistant Public Relations Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 9. | Media Extension Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 10. | Sub-Divisional Public Relations Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 11. | Cameraman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 12. | Journalist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 13. | Librarian | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 14. | Translator | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 15. | Provincial Wireless Electrician | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

| | | | | |
|-----|-------------------------------|--|-------|--|
| 16. | Assistant Editor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 17. | Artist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 18. | Carpenter | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 19. | Arts Adviser | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 20. | Modeller | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 21. | Technical Assistant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 22. | Regional Wireless Electrician | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 23. | Computer Assistant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 24. | Photographer | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 25. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 26. | Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 27. | Lineman | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 28. | Lighting Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 29. | Dark Room Assistant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 30. | Dispatch Rider | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

INFORMATION TECHNOLOGY & COMMUNICATION

- 16.22 The Information Technology (IT) Department was created with a view of making available the benefits of Information Technology to all citizens, especially the poor and disadvantaged section of the population, business establishments and government employees and all other stake-holders. During March 2016, the Communication Department was merged with IT Department. The Information Technology & Communication Department is mandated to promote ICT in the State with a view to achieve the vision of creating employment opportunities and wealth generation for the citizens of the State. The focus of the department is to leverage IT & C as a tool and an engine for economic growth and development in the State; providing good Governance and efficient administration by making Government services accessible to the common man in his locality, either directly at his doorstep or through the common service delivery outlets; as well as ensuring efficiency, transparency and reliability of such services at affordable costs.
- 16.22.1 The establishment staff of the Department is provided from Secretariat Administration Department. The Technical Staff were initially deputed from the State Computer Cell, Programme Implementation & Evaluation Department until October, 2008 when direct recruitment was done by the Department itself. The Directorate of IT & C has just been created.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|----------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Senior Informatics Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 2. | Junior Informatics Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |

LABOUR

- 16.23 The Labour Department is mainly concerned with handling of Industrial relations, enforcement of various Labour Laws, promotion of Labour Welfare and providing social security to the workers. The Central Government is responsible for laying down the norms and standards on matters like industrial relations, cooperation between labourers and management, regulation of wages, conditions of work and safety, the formulation of State Policy and its implementation is the responsibility of the State Government.

LABOUR DIRECTORATE

- 16.23.1 The Directorate is headed by the Labour Commissioner, borne on the Civil Service cadre. He is assisted by the Joint Labour Commissioner, the Deputy Labour Commissioner, the Assistant Labour Commissioner and the Labour Inspector (Headquarters). The responsibility of administering and implementing all the provisions of Labour Acts and Rules comes under purview of the Labour Commissioner.

DIRECTORATE OF EMPLOYMENT & CRAFTSMEN TRAINING

- 16.23.2 The Directorate of Employment and Craftsmen Training works towards imparting skills in various vocational trades to meet the technical manpower requirements for industrial growth in the State. It consists of two Services viz., the Employment Service and the Training Service. The Employment Service is rendered through the 11 District Employment Exchanges and two Sub-Divisional Employment Exchanges. The Training Service is imparted through a network of 10 Government Industrial Training Institutes spread over the 11 Districts in the State.
- 16.23.3 The Employment Wing aims to promote co-ordination between manpower supply and demand by rendering job assistance to job seekers/employers; promote employment opportunity to job seekers and students through Vocational Guidance programmes and facilitate manpower planning and analysis through effective implementation of Employment Market Information. The Training Wing deals in vocational training, i.e., imparting and acquisition of skills, knowledge and attitude. It includes pre-service Training & in-service Training and up-gradation of skills.

INSPECTORATE OF BOILERS & FACTORIES

- 16.23.4 The Inspectorate of Boilers and Factories was established by amalgamation of the two separate Inspectorates (Factories and Boilers) created during the erstwhile of State of Assam. It is the technical arm of the Labour Department which deals in matter relating to two Central subjects, i.e., Boilers and Factories. The Inspectorate is headed by the Chief Inspector of Boilers &

Factories, who is assisted by the Senior Inspector of Boilers & Factories and the Inspector of Boiler & Factories. The Inspectorate is responsible for the implementation and enforcement of the Acts, Rules and Regulations on the related subjects.

ADMINISTRATIVE MEDICAL OFFICER, EMPLOYEES' STATE INSURANCE SCHEME

- 16.23.5 Employees' State Insurance Scheme (ESIS) is headed by the Administrative Medical Officer on deputation from the Health & family Welfare Department. The Employees' State Insurance Scheme was implemented in Meghalaya from September, 1980 in Shillong area and extended to Byrnihat in May, 2005. The Administrative Medical Officer is the administrative head for implementation of the schemes in the state. The State Insurance Dispensaries are under the administrative control of the Administrative Medical Officer, and are meant for the provision of medical benefits to insured persons in the State. The Employees' State Insurance Dispensary at Shillong caters to 361 establishments with a total number of 7846 insured persons. The Employees' State Insurance Dispensary at Byrnihat caters to 140 establishments with a total number of 2717 insured persons.

MEGHALAYA CIVIL TASK FORCE

- 16.23.6 As per the Meghalaya Civil Task Force Act, 1974, the State Government raised and maintain a special force with the intention to engage it in manual or unskilled works in construction, maintenance of roads, etc. Since the creation of the force the personnel are engaged in government developmental works such as land reclamation, metalling and surfacing of roads, construction of retaining walls, jungle clearance, etc.
- 16.23.7 The Meghalaya Employment Officers Service Association proposed for up-gradation of pay scale of the Assistant Employment Officers (AEO) notionally from ₹ 14700 – 28760 to ₹ 17000 – 33690 and up-gradation of pay scale of Employment Officer notionally from ₹ 16300 – 31860 to ₹ 18300 – 35100. Their proposal is based only on the premise that these posts are gazetted posts and carry higher responsibilities.
- 16.23.8 **The Commission, after examining the matter in detail, recommends that status quo in the pay scales of the Assistant Employment Officer and the Employment Officer may be maintained.**
- 16.23.9 The Officers of the Meghalaya Labour Service submitted that the scale of pay of the Labour Inspector (₹ 14100 – 27510) with Graduate Degree as the entry qualification and gazetted status is comparatively too low scale as the next level post is Deputy Labour Commissioner with a pay scale of ₹ 23300 – 39270. They also submitted that there is a huge problem of

stagnation as there are 40 posts of Labour Inspector and only 4 posts of Deputy Labour Commissioner.

- 16.23.10 **The Commission notes that the Department has recently created 4 posts of Assistant Labour Commissioner in the pay scale of ₹ 20700 – 36650. In view thereof, the Commission recommends that status quo may be maintained.**
- 16.23.11 The Administrative Medical Officer, Employees State Insurance Scheme submitted that the Office has 2 dispensaries, 1 in Shillong and 1 in Tura and the para-medical staff working there are not given Risk Allowance although the nature of their duty is same as that of the para-medical staff of Health & Family Welfare Department. They too come in contact with all types of patients with various diseases and run the risk of being infected.
- 16.23.12 **The Commission feels that the need to include the Medical Officer and other functionaries working in the Employees State Insurance Scheme Dispensaries under the Risk Allowance Scheme may be examined by the Department concerned and an appropriate decision be taken.**
- 16.23.13 The Stenography Instructors of ITIs submitted before the Commission that the pay scale of the Stenographer Instructors and the Stenographers Grade II in the 1996 Revised Scale was same (₹ 4900 – 8300) but in the 2009 ROP Rules, their pay is only ₹ 13100 – 25570 while that of Stenographers Grade-II is ₹ 14100 – 27510. Thus they requested parity in the pay scale.
- 16.23.14 **The Commission examined the matter and recommends that the pay scale of a Stenographer should be decided on the basis of the Grade of such employee, which is to be determined through a Speed test. The pay scale of all Stenographers, irrespective of their place of posting, should be accordingly determined and fixed from the date the employee passed the required Speed test.**
- 16.23.15 The Foreman, Supervisor and Group Instructors employed in the department submitted that at present Senior Instructors who are promoted to the post of Foreman, Supervisor and Group Instructors are not getting financial benefit as they are drawing the same pay scale of ₹ 14100 – 27510. They, therefore, requested that their pay scale may be upgraded from ₹ 14100 – 27510 to ₹ 14700 – 28760.
- 16.23.16 **The Commission feels that any promotion should always be to a higher level pay scale. As such, it recommends that the pay scale of the Foreman, Supervisor and Group Instructor should be at Pay Level – 12 of the revised Pay Structure.**
- 16.23.17 The Commission was informed that under the ROP Rules, 2009 there are two pay scales for Vice Principals, i.e., for holders of Diploma in

Engineering (₹ 14100 – 27510) and holders of Graduate Degree Engineering (₹ 17000 – 33690). The Service Rules, however, provide that there is only one post of Vice Principal with gazetted status. Hence, it was submitted that the post of Vice Principal should be on one pay scale only, i.e., ₹ 17000 – 33690.

- 16.23.18 **The Commission recommends that there should be one pay scale for the post of Vice Principal, that is, at Pay Level – 15 of the revised Pay Structure.**
- 16.23.19 It was also submitted that the pay scale of the posts of Inspector of Training may be raised to ₹ 18300 – 35100. Apart from the post of Principal (₹ 18300 – 35100) it is the next promotion post for Vice Principal/Training Officer (₹ 17000 – 33690) but it is in the same scale of pay, i.e., ₹ 17000 – 33690. Thus the promoted officer will be without any financial benefit.
- 16.23.20 The Commission notes that the post of Principal also has two pay scales under the ROP Rules, 2009, viz., ₹ 17000 – 33690 for Diploma Holders and ₹ 18300 – 35100 for Degree Holders.
- 16.23.21 **The Commission recommends that the pay scale of Principal should be at Pay Level – 16 irrespective of the fact whether the promotion is from the Degree Holder or Diploma Holder. The pay scale will also apply to the post of Inspector of Training.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|----------------------------------|-------------------------------|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| COMMISSIONERATE OF LABOUR | | | | |
| 1. | Labour Commissioner | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Joint Labour Commissioner | 26700-800-33100-1000-42100 | L – 19 | |
| 3. | Deputy Labour Commissioner | 23300-700-27500-830-32480-970-39270 | L – 18 | |
| 4. | Assistant Labour Commissioner | 20700-620-24420-730-29530-890-36650 | L – 17 | |

| | | | | |
|--|---|---|------------------------|--|
| 5. | Labour Inspector | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 6. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 7. | Labour Welfare Organiser | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 8. | Data Entry Operator (Joint Directorate) | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 9. | Data Entry Operator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 10. | Computer Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 11. | Instructor, Labour Welfare Centre | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| INSPECTORATE OF BOILERS AND FACTORIES | | | | |
| 12. | Chief Inspector of Boilers and Factories | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 13. | Deputy Chief Inspector of Boilers and Factories | 26700-800-33100-1000-42100 | L - 19 | |
| 14. | Senior Inspector of Boilers and Factories | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 15. | Inspector of Boilers and Factories | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 16. | Inspector of Statistics | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 17. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| EMPLOYEES STATE INSURANCE | | | | |
| 18. | Administrative Medical Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 19. | Insurance Medical Officer | 17000-470-20290-EB-560-25330-760-33690 (For MBBS) | L - 15 (For MBBS) | |
| | | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |

Report of the Fifth MPC

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| 20. | Pharmacist | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 21. | Health Educator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 22. | Midwife-cum-Nurse | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 23. | Laboratory Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| EMPLOYMENT AND CRAFTSMEN TRAINING | | | | |
| 24. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 25. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 26. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 27. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 28. | Training Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 29. | Inspector of Training | 17000-470-20290-EB-560-25330-760-33690 | L - 16 | (Para. 16.23.21 refers) |
| 30. | Employment Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 31. | Assistant Employment Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 32. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 33. | Junior Employment Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 34. | Surveyor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 35. | Junior Apprenticeship Adviser-cum-Surveyor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 36. | Technical Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

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|--------------------------------------|---------------------------------|---|--------|-------------------------|
| 37. | Computer Clerk | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 38. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| INDUSTRIAL TRAINING INSTITUTE | | | | |
| 39. | Principal | 18300-500-21800-EB-650-27000-810-35100 (For Degree/Diploma in Engineering and with 8 years experience as such) 17000-470-20290-EB-560-25330-760-33690 (For Diploma Holders in Engineering with less than 8 years experience) | L - 16 | (Para. 16.23.21 refers) |
| 40. | Vice-Principal | 17000-470-20290-EB-560-25330-760-33690 (For Degree/Diploma in Engineering with 8 years experience as such) 14100-350-16550-EB-460-20690-620-27510 (For Diploma Holders in Engineering with less than 8 years experience) | L - 15 | (Para. 16.23.18 refers) |
| 41. | Mill Wright Foreman | 14100-350-16550-EB-460-20690-620-27510 | L - 12 | (Para. 16.23.16 refers) |
| 42. | Group Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 12 | (Para. 16.23.16 refers) |
| 43. | Supervisor | 14100-350-16550-EB-460-20690-620-27510 | L - 12 | (Para. 16.23.16 refers) |
| 44. | Mathematics Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 45. | Language Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 46. | Social Studies Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 47. | Stenography Instructor Grade II | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |

Report of the Fifth MPC

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| 48. | Wireman Instructor | <p>i. Senior Scale:– 14100–350–16550–EB– 460–20690–620–27510 (For Diploma Holders or Certificate Holders with more than 10 years satisfactory service)</p> <p>ii. Junior Scale:– 11300–280–13260–EB– 360–16500–500–22000 (For Certificate Holders)</p> | <p>L – 11 (For Diploma Holders or Certificate Holders with more than 10 years satisfactory service)</p> <p>L – 8 (For Certificate Holders)</p> | |
| 49. | Mechanic (M.V) Instructor | | | |
| 50. | Electrician Instructor | | | |
| 51. | Carpentry Instructor | | | |
| 52. | Fitter Instructor | | | |
| 53. | Engineering Drawing Instructor | | | |
| 54. | Welder Instructor | | | |
| 55. | Mechanic (R and TV) Instructor | | | |
| 56. | Draughtsman (Civil) Instructor | | | |
| 57. | Plumber Instructor | | | |
| 58. | Surveyor Instructor | | | |
| 59. | IT & ESM Instructor | | | |
| 60. | PFV Instructor | <p>i. Senior Scale:– 14100–350–16550–EB– 460–20690–620–27510 (For Diploma Holders or Certificate Holders with more than 10 years satisfactory service)</p> <p>ii. Junior Scale:– 11300–280–13260–EB– 360–16500–500–22000 (For Certificate Holders)</p> | <p>L – 11 (For Diploma Holders or Certificate Holders with more than 10 years satisfactory service)</p> <p>L – 8 (For Certificate Holders)</p> | |
| 61. | Cane and Bamboo Instructor | | | |
| 62. | Dress Making Instructor | | | |
| 63. | Hair and Skin Care Instructor | | | |
| 64. | Dress Making Advance Instructor | | | |
| 65. | Allied Instructor | | | |
| 67. | Draughtsman (Mechanical) Instructor | | | |
| 68. | Hostel Superintenden- cum-Physical Instructor | 9200–230–10810–EB– 300–13510–410–18020 | L – 5 | |
| 69. | Accounts Assistant | 9200–230–10810–EB– 300–13510–410–18020 | L – 5 | |
| 70. | Store Keeper | 9200–230–10810–EB– 300–13510–410–18020 | L – 5 | |
| 71. | Typing Instructor/ Cinema Operator | 8300–210–9770–EB– 270–12200–370–16270 | L – 4 | |

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|-----------------------------------|--------------------|--|---------------------|--|
| 72. | Workshop Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 73. | Water Carrier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| MEGHALAYA CIVIL TASK FORCE | | | | |
| 74. | Commandant | Borne on IAS/MCS | Borne on IAS/MCS | |
| 75 | Overseer Grade - I | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |

LAW AND PARLIAMENTARY AFFAIRS

- 16.24 Law Department has two branches, namely, Law (A) Department and Law (B) Department, which deals with legal matters of the State Government. The main functions and duties of the Department are establishment, constitution and reorganization of court, including special courts; appointment of the Advocate General, Additional Advocate Generals and Panels of Advocates in the High Court and Government Pleaders, Public Prosecutors, Assistant Public Prosecutors and also the Notary Public in all the Districts; matters concerning construction and maintenance of court buildings; legislation and subordinate legislation; vetting of Bills; rules regulations of District Councils requiring assent or approval of the Governor; revision of Acts and amendments thereof; judicial administration and tendering legal opinion and advice to all Departments etc.
- 16.24.1 The Legal Remembrancer & Secretary to the Government is the Head of Office. He is assisted by the Senior Additional Legal Remembrancer & Additional Secretary, the Additional Legal Remembrancer-cum-Joint Secretary, the Joint Legal Remembrancer & Deputy Secretary, the Deputy Legal Remembrancer & Under Secretary and Law Officers.
- 16.24.2 Parliamentary Affairs Department deals with the summoning and prorogation of the Assembly Session, preparation and issue of Governor's Address, constitution of Consultative Committees, follow-up action of assurances made by the Hon'ble Ministers on the floor of the Assembly, matters generally concerning the Members of Legislative Assembly such as Discretionary grants to all MLAs, revision of salaries of Ministers, Speakers and MLAs, pension to the members of the Meghalaya Legislative Assembly and framing of service rules to Meghalaya Legislative Assembly.
- 16.24.3 The Department has no subordinate offices under its control.
- 16.24.4 The Ministerial Staff, District & Sessions Judge submitted that the work load of the Ministerial Staff in the Office of the District & Sessions Judge has increased tremendously since separation of Judiciary from Executive in the State and they have to perform judicial work over and above administrative work. The employees, thus, requested that their pay scales be at par with those of the Heads of Department. The Department stated that although it has been claimed that the workload in the office of the District & Session Judge has increased it is pertinent to mention that there has also been an increase in manpower in that office recently.
- 16.24.5 The Commission notes that the pay scales of all functionaries (ministerial staff) depend upon the level of their organization, namely State Level Organisation, Directorate Level Organisation and District Level Organisation. As such, the pay scales of all ministerial staff in a District Level Organisation, including that of the District & Sessions Judge, need to

be fixed in the District Level category applying to other District Level Organisations. The Commission finds no justification to recommend the Directorate Level pay scales for a District Level Organisation and likewise, the State Level pay scales for a Directorate Level Organisation.

- 16.24.6 **The Commission, therefore, recommends that status quo in the pay scales of the ministerial staff of the District & Session Judge may be maintained. The above recommendation will also be applicable to all such ministerial staff under other Departments of the Government.**
- 16.24.7 The Commission also received proposal to improve the pay scale of the Additional Legal Remembrancer and Deputy Secretary. The Commission notes that the post of Additional Legal Remembrancer and Deputy Secretary carries the pay scale of the higher level of Joint Secretary to the Government. **The Commission, therefore, recommends status quo.**
- 16.24.8 The Commission also received proposal related to enhancement of the pay scale of the Law Officer notionally from ₹ 17000 – 33690 to ₹ 18300 – 35100, at par with the Superintendent of the Secretariat.
- 16.24.9 The Commission notes that the pay scale of the post of Law Officer is equal to the pay scale of all other posts for which the minimum entry level qualification is Graduation. As such, any upward modification of the scale of pay of the post would result in corresponding demands from other officers holding equivalent posts. **The Commission, therefore, recommends status quo.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|-----------------------|--|-----------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| LAW DEPARTMENT | | | | |
| 1. | Legal Remembrancer & Secretary Law | 35300–1060–41660–1220–48980 | L – 22 | |
| 2. | Senior Additional Legal Remembrancer & Additional Secretary | 31300–940–37880–1110–46760 | L – 21 | |
| 3. | Additional Legal Remembrancer Draftsman cum Joint Secretary | 28700–860–35580–1050–43980 | L – 20 | |

Report of the Fifth MPC

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| 4. | Joint Legal Remembrancer cum Deputy Secretary | 26700-800-33100-1000-42100 | L - 19 | |
| 5. | Deputy Legal Remembrancer cum Under Secretary | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Law Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 7. | Translator | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| LEGAL REMEMBRANCERS' ESTABLISHMENT | | | | |
| 8. | Librarian | 14100-350-16550-EB-460-20690-620-27510 (Two advance increments for Graduate with Degree/ Diploma in Library Science/Management) | L - 11 | |
| 9. | Accountant | 12000 -300-14100-EB-390-17610-530-23440 | L - 9 | |
| 10. | Library Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 11. | Record Keeper | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 12. | Library Attendant | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| ADVOCATE GENERAL'S OFFICE | | | | |
| 13. | Librarian | 14100-350-16550-EB-460-20690-620-27510 (Two advance increments for Graduate with Degree/ Diploma in Library Science/Management) | L - 11 | |
| OTHERS | | | | |
| 14. | Civil Sheristadar | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 15. | Bench Assistant (U.D.A) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |

| | | | | |
|-----|--------------------------|--|-------|--|
| 16. | Record Keeper (U.D.A.) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 17. | Nazir (U.D.A) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 18. | Judicial Peshkar (U.D.A) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 19. | Fine Clerk (U.D.A) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 20. | Assistant Librarian | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 21. | Bench Assistant (L.D.A) | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 22. | Process Server | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

LEGAL METROLOGY

16.25 The Department of Legal Metrology is responsible for implementing and enforcing the provisions of the Legal Metrology Act, 2009 and the Rules made there under which are made for protection of the consumers on quantity and prices of packaged goods. It is responsible for maintaining uniformity and accuracy of all weights and measures, weighting and measuring instruments used by traders in all markets and trading centres in the State.

16.25.1 The Controller of Legal Metrology is the Head of the Department at the Directorate level. He is assisted by the Joint Controller, the Deputy Controller and the Assistant Controller. At the District level, the Inspector of Legal Metrology conducts verification & periodical re-verification and stamping of all weights & measures, weighting and measuring instruments used in commercial transaction or protection including weighbridges, dispensing pumps in petrol retail outlets, L.P.G. depots, etc.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|---|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Controller of Legal Metrology | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Joint Controller of Legal Metrology | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Deputy Controller of Legal Metrology | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Assistant Controller of Legal Metrology | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 5. | Inspector of Legal Metrology | 16300-410-19170-EB-530-23940-720-31860 (For those Inspectors who have rendered eight years service and conferred with gazetted status) | L - 14 (For those Inspectors who have rendered 8 years service and conferred with gazetted status) | |

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|----|---------------------|---|---|--|
| | | 14700-370-17290-EB-480-21610-650-28760 (B.Sc. in Physics or B.E. with successful training in All India Institute of Legal Metrology) | L - 12 (B.Sc. in Physics or B.E. with successful training in All India Institute of Legal Metrology) | |
| 6. | Instrument Mechanic | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 7. | Manual Assistant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

MINING AND GEOLOGY

16.26 Mining & Geology Department is concerned with the exploration of the mineral wealth of the State, and development and administration of mining activities in the State. Its functions include mineral investigation; administration of mines and minerals; undertaking geo-technical studies referred by other Government Departments; collection of royalty; granting of reconnaissance permit, prospecting licence, mining lease and to render technical advice to Government in related matters under the provision of Mines and Minerals (Development and Regulation) Act, 1957 and the rules framed there under.

16.26.1 The Directorate of Mineral Resources is headed by the Director, who is assisted by the Joint Director, the Deputy Director, the Mining Engineer, Senior Geologist and subject-matter specialists in the field. There are two Divisional Mining Offices, one at Jowai and the other at Williamnagar. The Directorate has also established one branch office at Tura and it functions under the supervision of a Joint Director at Tura.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|--------------------------|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Mining Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | Senior Geologist | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Chief Chemist | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Senior Drilling Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |

| | | | | |
|-----|---------------------------|--|--|--|
| 8. | Administrative Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 9. | Senior Chemist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 10. | Geologist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 11. | Petrologist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 12. | Photogeologist | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 13. | Divisional Mining Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 14. | Drilling Engineer | 17000-470-20290-EB-560-25330-760-33690 (The minimum qualification for appointment to the post should be Graduate in Mechanical) | L - 15 (The minimum qualification for appointment to the post should be Graduate in Mechanical Engineering) | |
| 15. | Mining Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 16. | Assistant Geologist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 17. | Chemist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 18. | Assistant Geologist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 19. | Assistant Geophysicist | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 20. | Librarian-Cum-Curator | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 21. | Senior Surveyor | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 22. | Driller | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 23. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |

Report of the Fifth MPC

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| 24. | Mine Surveyor-cum-Mine Supervisor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 25. | Assistant Chemist | 14100-350-16550-EB-460-20690-620-27510 (For P.U. Sc Passed) 11300-280-13260-EB-360-16500-500-22000 (For HSLC Passed) | L - 11 (For HSSLC Sc. Passed) L - 8 (For SSLC Passed) | |
| 26. | Mines Royalty Inspector | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 27. | Surveyor | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 28. | Assistant Driller | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 29. | Assistant Mines Royalty Inspector | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 30. | Accountant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 31. | Laboratory Technician | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 32. | Draughtsman | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 33. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 (For P.U. Sc. Passed) (In future only P.U. Science should be recruited to the post). 8300-210-9770-EB-270-12200-370-16270 (For Matriculate/ HSLC/ SSLC) | L - 6 (For HSSLC Sc. Passed) L - 4 (For SSLC Passed) | |
| 34. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Mechanic Grade II | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 36. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

| | | | | |
|-----|----------------------|--------------------------------------|-------|--|
| 37. | Tractor Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Welder | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 39. | Rigman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 40. | Pump Attendant | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 41. | Pump Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 42. | Section Cutter | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 43. | Chainman | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 44. | Laboratory Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 45. | Laboratory Grinder | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 46. | Checkgate Guard | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 47. | Ferro Printer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 48. | Workshop Helper | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 49. | Khalasi | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |

PERSONNEL AND ADMINISTRATIVE REFORMS

- 16.27 Personnel & Administrative Reforms Department is primarily concerned with the management of Civil Services in the State and carrying out reforms to increase administrative efficiency. It is also the Controlling Authority in respect of the Meghalaya Secretariat Service and the Stenographers Grade I (including Senior Grade). Its functions and objectives are to ensure that the rules and principles of the Government with regard to service matters are strictly adhered to; advise other Departments on personnel administration matters, framing of Service Rules and general principles/policy of recruitment/appointment, reservation of vacancies, promotion etc.
- 16.27.1 The Department is also the nodal authority in matters pertaining to training of Officers within India and abroad, disciplinary proceedings, appointments under Regulation 3 (f) of the MPSC (Limitation of Functions). It exercises administrative control over the District & Sub-Divisional Establishments, the Meghalaya Public Service Commission, the Meghalaya Administrative Training Institute and the Governor's Secretariat.

The Meghalaya Civil Service

- 16.27.2 The Meghalaya Civil Service, which is the premier service of the State, was constituted in 1975. The Service has two grades, namely, the Junior Grade and the Senior Grade, with an intermediary non-functional Junior Administrative Grade.
- 16.27.3 In their memorandum submitted to the Commission, the Meghalaya Civil Service Association expressed unhappiness that the entry pay scale for Junior Grade is only ₹ 17000 – 33690, at par entry with entry level officers of Agriculture Service/Finance Service/Animal Husbandry & Veterinary Service, Stenographer Junior Grade, etc. although the status, duties and responsibilities of the MCS Junior Grade Officer are comparably much higher. The Association also sought for reservation of higher level posts like Deputy Commissioner, Commissioner & Secretary, Additional Secretary for those MCS Officers who may not be nominated to the IAS due to the age factor and provision of time-bound promotion as in the case of AIS Officers.
- 16.27.4 Personnel Department informed the Commission that the Central Government has raised the maximum age limit from 54 years to 56 years for nomination from the State Service to the IAS and hence, most MCS Officers would eventually be inducted into the IAS.
- 16.27.5 The Commission notes the submission of the Meghalaya Civil Service Officers Association that the *“scale of pay of the Junior Administrative Grade MCS Officers, who belong to the Premier Service of the State, be higher than that of other Services as in the case of the IAS and other All India Services.”*

16.27.6 The Commission is of the view that the Meghalaya Civil Service already has an edge over other State Services and status quo may be maintained for the following reasons –

- (a) The Meghalaya Civil Service is placed at the induction level of all other Group ‘A’ Services in the State.
- (b) The Service has a much faster avenue of promotion.
- (c) Members of the Service have the benefit of induction into the Indian Administrative Service.

16.27.7 However, keeping in view that the MCS is the Premier Service of the State, **the Commission recommends that –**

- (a) Two Advance Increments be granted to MCS Officers on their successful completion of Survey & Settlement Training, other Departmental Examinations and probationary requirements. The benefit may be extended to all MCS Officers who are still drawing pay in the Junior Grade.**
- (b) Time-bound Promotion may be guaranteed subject to vacancies.**
- (c) Reservation of certain quota of higher posts for the MCS Cadre may be considered.**

The Meghalaya Secretariat Service

16.27.8 The Meghalaya Secretariat Service was constituted during the year 1973. The service is designed for the supervision and management of the ministerial work and also for works of certain higher supervisory levels in the Secretariat. The Service comprises of the post of Joint Secretary, Deputy Secretary, Under Secretary and Superintendent, all filled up by promotion from persons belonging to the Meghalaya Secretariat Subordinate Service.

16.27.9 The Meghalaya Secretariat Service Association requested for creation of 2(two) more posts of Joint Secretary as at present there are only two such posts for the Service. The Commission was informed that the Meghalaya Secretariat Service comprises of the following number of sanctioned posts:-

| | | | |
|-------|------------------|---|----|
| (i) | Joint Secretary | – | 2 |
| (ii) | Deputy Secretary | – | 11 |
| (iii) | Under Secretary | – | 39 |
| (iv) | Superintendent | – | 66 |

16.27.10 **The Commission therefore, recommends restructuring of the service pyramid with reference to functional requirements, with corresponding adjustment of existing posts. New posts need not be created over and above the overall strength for at least five years.**

The Stenographers Service

- 16.27.11 The Service comprises of two grades, namely, the Stenographers Grade I and the Senior Grade Stenographers. Recruitment to Stenographers Grade I Service is made by competitive examination through the MPSC from Stenographers Grade II & III. Their services are utilised as Private Secretaries to the Chief Ministers and other Ministers, the Chief Secretary and other Secretariat Officers. They are also utilised for the purpose of reporting/recording the proceeding of various conference and Committee including sessions of the State Legislature.
- 16.27.12 The Meghalaya Stenographers Service Association requested for improvement of pay scale notionally as follows:-
- (i) Senior Grade – ₹ 26700 – 42100
 - (ii) Grade I – ₹ 18300 – 35100
 - (iii) Grade II – ₹ 14100 – 27510
 - (iv) Grade III – ₹ 11300 – 22000
- 16.27.13 The Association claimed that the Service suffer from lack of promotion and requested for creation of 10 more posts of Senior Grade Stenographer and provision of 6 new posts above the Senior Grade to be designated as Selection Grade Stenographers in the pay scale of ₹ 28700 – 43980. The Association also requested for providing scope of promotion for Stenographers working at the Directorate and District Offices by creation of higher posts or up-gradation of the existing posts of Stenographers Grade II and Grade III.
- 16.27.14 The Department, during the Interactive Session with the Commission, was of the opinion that a composite cadre for Stenographers at the Directorate/District level is necessary. This will provide scope for promotion.
- 16.27.15 The Commission notes that the composition of the Service at the Secretariat level is as below:-
- (i) Senior Grade – 6 nos.
 - (ii) Grade I – 42 nos.
 - (iii) Grade II – 39 nos.
 - (iv) Grade III – 23 nos.
- 16.27.16 It also notes that the appointment to Senior Grade is to be made after completion of 7 years as Stenographer Grade I, subject to passing speed test; appointment to Grade I is made on the basis of 50% by Direct Appointment and 50% by Promotion of Stenographer Grade II who have completed 7 years of service in such grade, subject to passing speed test; the benefits of

the next higher scale will be eligible to the different grades of Stenographers as per provisions of the MACP Scheme and the Stenographers at the Directorate and District Offices are isolated with no scope of promotion.

- 16.27.17 **The Commission, therefore, recommends that amalgamation of the Stenographers located in the Directorate/District Offices be done, except for those in Deputy Commissioner's office. These Stenographers may be placed in an amalgamated cadre, managed and controlled by the Secretariat Administration Department. It also recommends that the Stenographer of the Deputy Commissioner's establishment may form part of the Amalgamated Establishment under the control of the Commissioner of Divisions concerned.**

GOVERNOR'S SECRETARIAT

- 16.27.18 The Governor's Secretariat consists of (i) The Governor's Secretariat Establishment and (ii) the Governor's Household Establishment. It functions under the control of the Principal Secretary to the Governor of Meghalaya. The status assigned to the officers and staff of this Secretariat and the scale of pay admissible to them are comparable to those of their counterparts in the Meghalaya Secretariat.

MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE

- 16.27.19 The Meghalaya Administrative Training Institute was established during the year 1990 with the primary objective to provide basic in-service training at all level of administration on office procedures and financial management, including conduct of Induction Training Programmes for State Civil Service Officers. The Disaster Management Cell of MATI activated in July, 2006 is responsible for imparting training, capacity building and awareness generation on Disaster Management to all ranks of Government employees, Teachers, Youths, Volunteers, NGOs, CBOs, Self Help Groups, Local & traditional bodies of administration, etc. The Institute is headed by the Director, borne on the IAS cadre.

COMMISSIONER OF DIVISION

- 16.27.20 The Office of the Commissioner of Division was created during February, 1972. The present jurisdiction of the Commissioner of Division, Shillong, covers 6 Districts, namely, East Khasi Hills District, West Khasi Hills District, East Jaintia Hills District, West Jaintia Hills District, South West Khasi Hills District and Ri-Bhoi District. The jurisdiction of the Commissioner of Division, Tura covers 5 Districts, namely, the West Garo Hills District, South West Garo Hills District, South Garo Hills District, North Garo Hills District and East Garo Hills District. The Commissioner of Division is mainly the immediate superior and Controlling Officer of the Deputy Commissioners of the Districts and Sub-Divisional Officers of the

Sub-Divisions. The Commissioner of Division is borne on the I.A.S. Cadre. He plays a vital role in ensuring that all necessary steps are taken for maintenance of Law and Order in his Division, by suitably advising and guiding the Deputy Commissioners and Sub-Divisional Officers.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--------------------------------------|--|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| MEGHALAYA CIVIL SERVICE | | | | |
| 1. | (a) Head of Department | 31300-940-37880-1110-46760 | L - 21 | |
| | (b) Senior Grade | 26700-800-33100-1000-42100 | L - 19 | |
| 2. | Junior Administrative Grade (Non functional) | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 3. | Junior Grade | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| MEGHALAYA SECRETARIAT SERVICE | | | | |
| 4. | Joint Secretary | 31300-940-37880-1110-46760 | L - 21 | |
| 5. | Deputy Secretary | 26700-800-33100-1000-42100 | L - 19 | |
| 6. | Under Secretary | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Superintendent | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| STENOGRAPHER | | | | |
| 8. | Senior Grade Stenographer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 9. | Stenographer Grade I | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |

| OFFICE OF THE COMMISSIONER OF DIVISION | | | | |
|--|---|--|--------------------------------|--|
| 10. | Commissioner of Division | Borne on IAS Cadre | Borne on IAS Cadre | |
| 11. | Special Assistant | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| MEGHALAYA ADMINISTRATIVE TRAINING INSTITUTE | | | | |
| 12. | Director General | Borne on IAS Cadre | Borne on IAS Cadre | |
| 13. | Director | Borne on IAS Cadre | Borne on IAS Cadre | |
| 14. | Joint Secretary/ Officer on Special Duty | Borne on IAS/MCS/ MSS Cadre | Borne on IAS/MCS/ MSS Cadre | |
| 15. | Faculty Head/ Professor | 31300-940-37880-1110-46760 | L - 21 | |
| 16. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 17. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 18. | Assistant Director | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 19. | Assistant Director/ Faculty Head | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 20. | Assistant Programmer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 21. | Assistant Professor | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 22. | Assistant Librarian | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 23. | Hostel Warden | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |

Report of the Fifth MPC

| | | | | |
|-------------------|---|--|--|--|
| 24. | Training Assistant-cum-Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 25. | Electrician | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 26. | Plumber | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 27. | Room Bearer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 28. | Hostel Security Guard | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 29. | Library Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| RAJ BHAVAN | | | | |
| 30. | Commissioner and Secretary to the Governor | Borne on IAS Cadre | Borne on IAS Cadre | |
| 31. | Deputy Secretary to the Governor | 26700-800-33100-1000-42100 | L - 19 | |
| 32. | Under Secretary to the Governor | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 33. | Private Secretary to the Governor | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 34. | Aide-de-camp to the Governor of the rank of Captain or equivalent in the Armed forces Aide-de-camp to the Governor (rank of Addl. Superintendent of Police or Deputy Superintendent of Police) | On Deputation from Ministry of Defence Borne on the MPS Cadre | On Deputation from Ministry of Defence Borne on the MPS Cadre | |
| 35. | Assistant Private Secretary to the Governor | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 36. | Superintendent, Governor Secretariat | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |

| | | | | |
|-----|--|---|--------------------|---|
| 37. | Comptroller of Household of the Governor | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 38. | Sub-Engineer (E) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 39. | Accountant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 40. | U.D. Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 41. | Steno Grade II | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 42. | Steno Grade III | 11300-280-13260-EB-360-16500-500-22000 8300-210-9770-EB-270-12200-370-16270 (For under qualified Steno) | L - 8 L - 4 | |
| 43. | Hindi Steno Grade III | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 44. | Junior Accountant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 45. | Section Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 46. | Typist Grade I | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| | Typist Grade II | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| | Typist Grade III | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 47. | Hindi Typist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 48. | Senior Driver | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 49. | Carpenter | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 50. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |

Report of the Fifth MPC

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|-----|--------------------|--|---|--|
| 51. | Plumber | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 52. | Telephone Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 53. | Junior Driver | 7700-190-9030-EB-250-11280-340-15020 (Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in the scale of 8300-210-9770-EB-270-12200-370-16270) | L - 3 L - 4 (Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test) | |
| 54. | Duftry | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 55. | Jamadar Chaprasi | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 56. | Chabdar Chaprasi | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 57. | Silver Cleaner | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 58. | Camp Tindal | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 59. | Cook Grade I | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 60. | Paramedical Worker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 61. | Motor Cycle Rider | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 62. | Head Mali | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 63. | Head Dhobi | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 64. | Mali | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

| | | | | |
|-----|---------------|-------------------------------------|-------|--|
| 65. | Chaprasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 66. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 67. | Khitmatgar | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 68. | Cook Grade II | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 69. | House Bearer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 70. | Masalchi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 71. | Dhobi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

PLANNING

- 16.28 Planning Department coordinates all planning and developmental activities in the State. It is responsible for working out strategy of development which maximizes the national product through time, laying down the guidelines for drawing up departmental programmes and schemes by various Departments. The Department acts as the State's Liaison Department with the NITI Aayog, Ministry of DONER and NEC.

PLANNING (ADMINISTRATION)

- 16.28.1 This branch deals with all establishment matters relating to planning machinery at the headquarters as well as at the District Planning Offices, as well as setting up of State Planning Board, District Planning and Development Council, Regional Planning and Development Council, Meghalaya Economic Development Council and Meghalaya Resource and Employment Generation Council.

PLANNING RESEARCH WING

- 16.28.2 This branch is responsible for the co-ordination of all developmental activities in the State relating to State Development Schemes, Centrally Sponsored Scheme, Central Sector Schemes, NEC Schemes, Non-Lapsable Central Pool and Resources, Externally Aided Project (EAP) Central Government Flagship Programmes etc. It also acts as the coordinating and liaisoning body with the Government of India and other agencies in the matter of planning and development.

DISTRICT PLANNING OFFICES

- 16.28.3 The District Planning Office exists under the Deputy Commissioner's Establishment with a view to strengthen and improve the performance of the Planning Machinery at the District level. It is headed by the District Planning Officer and assisted by the Research Officer, Assistant Research Officer, Research Assistant and ministerial staff appointed by the Planning Department. The main duties and functions of the District Planning Offices are to convene meetings of the District Planning and Development Councils and to monitor the implementation of various developmental schemes at the district level.

DIRECTORATE OF ECONOMICS & STATISTICS

- 16.28.4 The Directorate of Economics and Statistics is under the administrative control of the Planning Department. The District Statistical Offices are located in all the eleven Districts and at the Community & Rural Development Blocks there are Sub-Inspectors of Statistics. The Directorate is

responsible for carrying out many statistical activities like State Domestic Product estimation, collection of price data and agricultural statistics, participation in various rounds of the National Sample Surveys of the National Sample Survey Office (NSSO), employment & unemployment surveys, conducting Economic Census etc. The aims and objectives of the Directorate is to generate statistical information/data and to coordinate the various statistical activities of all Departments of the State and to monitor & liaise with various agencies of Government and supplying statistical data to departments, planners, administrators in the form of reports to cater the needs for effective interpretation, planning and administration.

SCIENCE & TECHNOLOGY CELL

- 16.28.5 The Science & Technology Cell was established for the purpose of promotion, guidance and support of Science and Technology in the State. It co-ordinates activities of Organisation such as the State Council of Science, Technology and Environment, Science Centre and Bio-Resources Development Centre (BRDC). The Cell is headed by the Project Officer, who is assisted by the Research Officer and the Assistant Research Officer.
- 16.28.6 The Meghalaya Planning Service Association, among other things, informed the Commission that the Peons in Planning Department do not have promotion opportunity as the posts they are holding are stand-alone posts, unlike those in other Departments.
- 16.28.7 The Commission notes that the problem of stagnation of the Peons in Planning Department could be resolved by the MACP Scheme. **However, the Commission recommends that the posts may be amalgamated with those under the administrative control of Secretariat Administration (Nazarat) Department to ensure equal opportunity in career progression.**
- 16.28.8 The Technical Employees' Service Association of the Directorate of Economics & Statistics submitted that due to limited promotion opportunities, up-gradation and re-designation of posts at various levels with enhancement in pay scales may be considered. They also proposed the creation of a separate Department of Statistics by elevating the existing Directorate of Economics and Statistics to the level of Department and the Director be accordingly elevated to the level of Secretary.
- 16.28.9 Planning Department stated that up-gradation of certain high level posts in the Directorate is desirable taking into consideration the proposed integration of the Statistical Services existing under various Departments which is under the consideration of the Government so that it will be able to cope and deal with the work once the integration of service takes effect.

- 16.28.10 The Commission, however, feels that up-gradation of a post merely for promoting a person is not correct. What should be considered is the function to be assigned and if such up-gradation relates to an assignment of work. The Commission does not support the proposed creation of a separate Department by elevating the Directorate of Economics & Statistics. The Directorate may, therefore, continue to be an integral part of the State Planning Department. The Commission notes that the earlier Pay Commissions had made specific recommendations on the amalgamation of all the Research and Statistical posts but this has not been implemented.
- 16.28.11 **The Commission, therefore, reiterates that all existing and future Statistical and Research posts of the different Development Departments be amalgamated under the administrative control of the Planning Department to ensure adequate opportunity for career advancement to all concerned. The Commission recommends that the amalgamation should be implemented within the 31st March, 2018.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Officer On Special Duty & Ex-Officio Secretary | 35300-1060-41660-1220-48980 | L - 22 | |
| 2. | Officer on Special Duty and Ex-Officio Joint Secretary | 31300-940-37880-1110-46760 | L - 21 | |
| 3. | Special Officer/Senior Monitoring Officer and Ex-Officio Deputy Secretary | 26700-800-33100-1000-42100 | L - 19 | |
| 4. | Special Officer & Ex-Officio Under Secretary, State Planning Board. | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | Planning Officer and Ex-Officio Under Secretary | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | District Planning Officer | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |

| | | | | |
|--------------------------------|----------------------------|--|---|--|
| 7. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 8. | Assistant Research Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Computer Programmer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 11 | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 (Graduate with 1½ year Diploma in Computer Applications/Science) 9900-250-11650-EB-320-14530-440-19370 (Graduates with no Diploma in Computer Applications/Science) 9200-230-10810-EB-300-13510-410-18020 (For others) | L - 7 (Graduate with 1½ years Diploma in Computer Applications/ Science) L - 6 (Graduate with no Diploma in Computer Applications/ Science) L - 5 (For Others) | |
| SCIENCE TECHNOLOGY CELL | | | | |
| 12. | Project Director | Present incumbent will draw the pay scale of 26700 - 42100 as personal to him. 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 13. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 14. | Assistant Research Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 15. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Assistant Accountant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

Report of the Fifth MPC

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|--|--|--|--------|--|
| 17. | Store Keeper | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 18. | Master Technician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 19. | Field Worker | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| ECONOMIC, STATISTICS AND EVALUATION | | | | |
| 20. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 21. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 22. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 23. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 24. | Statistical Officer / District Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 25 | Programmer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 26. | Inspector of Statistics | 14700-370-17290-EB-480-21610-650-28760 (Graduates in Statistics/ Economics/Mathematics or Commerce and Master's Degree Holders in specified subjects will get two advance increments) | L - 12 | |
| 27. | Sub-Inspector of Statistics | 14100-350-16550-EB-460-20690-620-27510 (Honours Graduates in Statistics/Economics/ Mathematics or Commerce will get one advance increment. Master's Degree Holders in specified subjects will get two advance increments) | L - 11 | |

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| 28. | Primary Investigator | 9200-230-10810-EB-300-13510-410-18020 Graduate with Statistics/ Economics/Mathematics or Commerce as one of the subject combinations will get two advance increments | L - 5 | |
| 29. | Field Assistant | 8300-210-9770-EB-270-12200-370-16270 (HSSLC/PUC/Class- XII Passed with Statistics/Economics/ Mathematics or Commerce as one of the subject combinations will get two advance increments) | L - 4 | |
| 30. | Interpreter | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

POWER

- 16.29 Power Department administers the Indian Electricity Act, 2003, the Central Electricity Authority Electric Supply and Safety Regulation, 2010, the Meghalaya Electrical Licensing Regulations, the Energy Conservation Act, 2001 and the Meghalaya Electrical Licensing Regulations, 1973.
- 16.29.1 At the Directorate level, the Inspectorate of Electricity is primarily responsible for enforcement of these Acts, Rules and Regulations. The Inspectorate is manned by the Senior Electrical Inspector and assisted by the Deputy Electrical Inspector and Assistant Electrical Inspector. The Senior Electrical Inspector is also the Chief Electrical Advisor to the Government. All technical matters relating to power, rural electrification, projects, loans and grant-in-aid to the State Electricity Corporations and Meghalaya Non-Conventional and Rural Energy Development Agency are dealt with by the Department.
- 16.29.2 The Inspectorate of Electricity proposed for up-gradation of the scale of pay of a Deputy Inspector of Electricity from ₹16300 – 31860 to ₹17000 – 33690 notionally as the minimum qualification for the post is B.E. in Electrical Engineering, equivalent to that of the post of Assistant Engineer. They also stated that the down-gradation of the post of Inspector to Deputy Inspector has resulted in lack of vacancies for promotion. They suggested an immediate solution to the problem as restructuring of the Department would be a long process.
- 16.29.3 **The Commission recommends that the post of Deputy Inspector of Electricity may be allowed Pay Level – 15, as applicable to the post of Assistant Engineer.**
- 16.29.4 **The Commission also notes that the existence of the post of Inspector of Electricity is essential for the functioning of a Licensing Authority. The Commission, therefore, recommends that one post of Deputy Inspector of Electricity may be elevated to that of Inspector on appropriate Pay Level.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|----------------|---------------------------------|--|--|------------------------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Senior Electrical Inspector | 26700-800-33100-1000-42100 | L - 19 | |
| 2. | Deputy Inspector of Electricity | 16300-410-19170-EB-530-23940-720-31860 | L - 15 | (Para. 16.29.3 Refers) |
| 3. | Assistant Electrical Inspector | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 4. | Electrical Tester | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 5. | Electrical Helper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

PRINTING AND STATIONERY

- 16.30 The functions of the Department of Printing & Stationery are carried out by the Directorate of Printing & Stationery which started as a Government Press during the year 1972. The Director is assisted by the Joint Director and the Deputy Director.
- 16.30.1 The Directorate of Printing & Stationery is under the administrative control of the Printing & Stationery Department at the Secretariat level. The main function of the Directorate is to cater to the printing needs of the Government Departments, Autonomous Bodies, Boards, Corporations, etc., of the State Government. It is also responsible for the procurement and distribution of Office Stationeries and Scheduled forms to the indenting office of the Govt. of Meghalaya at the Headquarter and the field level.
- 16.30.2 The Directorate is divided broadly into the Press Wing, the Stationery Wing and the Ministerial Wing. Presently, The Government Press has 2(two) Branches, one located at Tura and the other at Jowai, which work in close co-ordination and under the direction of the Director.
- 16.30.3 The Meghalaya Government Press Industrial Employees Association sought a raise in pay scales of the Service across the board. They submitted that the technical staff of Photo Mechanical Section should be considered as equivalent to UDA and should enjoy the same pay scale. They also submitted that the pay of Foreman (₹ 14700 – 28760) in the Reading Section is presently at par with that of the Head Reader/Senior Reader although the post is higher in status and no Special Pay is given. The post of Foreman is filled up by promotion as per Schedule – II of the Meghalaya Directorate of Printing and Stationery (Technical) Wing Subordinate Draft Service Rules from these lower posts. Hence, enhancement of the pay scale for the post is necessary.
- 16.30.4 **The Commission, after careful examination of the issues, recommends that status quo may be maintained on the pay scales of the posts in the Directorate. However, it recommends that the pay scale of the Foreman, who is above the Head Reader in status, may be allowed one level higher, that is, Pay Level – 13.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|----------------|---|--|---|--|
| (1) | (2) | (3) | (4) | (5) |
| GENERAL | | | | |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 5. | Assistant in-charge-Book Depot/Store charging | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 6. | Computing In-charge | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 7. | Computer Clerk | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | To be re-designated as Computer Supervisor (Chapter 14 refers) |
| 8. | Time Keeper | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 9. | Retail Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 10. | Section Writer | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 11. | Sorter | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 12. | Type Supplier | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 13. | Supplier | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

Report of the Fifth MPC

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| 14. | Packer | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 15. | Regular Mazdoor | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| GENERAL SECTION | | | | |
| 16. | Foreman | 14700-370-17290-EB- 480-21610-650-28760 | L - 13 | To be re- designated as Supervisor Foreman (Para. 16.30.4 refers) |
| 17. | Section Holder | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 18. | Cashier | 13100-330-15410-EB- 420-19190-580-25570 | L - 10 | |
| 19. | Assistant Section Holder | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 20. | Time Work Checker | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 21. | Outturn Writer | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| COMPOSING SECTION | | | | |
| 22. | Compositor Grade I | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 23. | Compositor Grade II | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 24. | Distributor | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| MACHINE SECTION | | | | |
| 25. | Senior Machineman | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 26. | Junior Machineman | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |

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| 27. | Assistant Machineman | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 28. | Forme Carrier | 7100-180-8360-EB- 230-10430-310-13840 | L - 2 | |
| BINDING SECTION | | | | |
| 29. | Binding Clerk | 11300-280-13260-EB- 360-16500-500-22000 | L - 8 | |
| 30. | Binder Grade I | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 31. | Binder Grade II | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 32. | Assistant Retail Store Keeper | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 33. | Counter | 7100-180-8360-EB- 230-10430-310-13840 | L - 2 | |
| OFFSET SECTION | | | | |
| 34. | Senior Offset Printer/ Operator | 12000-300-14100-EB- 390-17610-530-23440 | L - 9 | |
| 35. | Offset Printer/Operator | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 36. | Junior Offset Printer/ Operator | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| MECHANICAL COMPOSING | | | | |
| 37. | Lino Operator | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 38. | Mono Mechanic | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 39. | Mono Operator | 9900-250-11650-EB- 320-14530-440-19370 | L - 6 | |
| 40. | Type Melter | 7100-180-8360-EB- 230-10430-310-13840 | L - 2 | |

| IMPOSING SECTION | | | | |
|------------------------------------|--|--|--------|--|
| 41. | Head Impositor | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 42. | Impositor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 43. | Proof Puller | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| DESK TOP PUBLISHING SECTION | | | | |
| 44. | Senior Desk -Top Publishing Operator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 45. | Junior Desk -Top Publishing Operator | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| PROOF READING SECTION | | | | |
| 46. | Head Reader | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 47. | Senior Reader | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 48. | Junior Reader | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 49. | Reviser | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 50. | Copy Holder | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| PHOTO MECHANICAL SECTION | | | | |
| 51. | Camerman | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 52. | Senior Plate Developer-cum-Metal Plate Printer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 53. | Plate Developer-cum-Metal Plate Printer | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |

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|----------------------------|---------------------------|--|--------|--|
| 54. | Retoucher-cum-Plate Maker | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 55. | Mounter-cum-Finisher | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 56. | Junior Cameraman | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 57. | Block Maker | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| MAINTENANCE SECTION | | | | |
| 58. | Electrician-cum-Mechanic | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 59. | Senior Mechanic | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 60. | Cashier | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 61. | Junior Mechanic | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

PRISONS

16.31 The main task of the Prisons Department is to maintain prisoners in custody, as well as to guard them and ensure that appropriate medical, social, psychological facilities are provided to them; and to help in their reformation so that they can go back to the society as law-abiding citizens, after the completion of their prison term. In the emerging situation, a prison is no longer considered as a place for punishment but as a place for correction and rehabilitation of the inmates.

16.31.1 At Directorate level, the Director General of Prisons is the Head of office, assisted by the Assistant Inspector General of Prisons and other support staff. At the District level, the prisons are headed by the Superintendent, assisted by the Jailor, Assistant Jailor, Guards, both Unarmed and Armed. The Medical Health Officer is given overall control of the management and superintendence of the Prison Hospital, supported by Pharmacist and Medical Attendants.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Inspector General of Prisons | Borne on IAS/IPS/ MCS Cadre | Borne on IAS/IPS/ MCS Cadre | |
| 2. | Assistant Inspector General of Prisons | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 3. | Medical & Health Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 4. | Superintendent of Jails | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 5. | Jailor | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 6. | Assistant Jailor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 7. | Pharmacist | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 8. | Craft Instructor/ Carpentry Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |

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|-----|-------------------------------------|---|---|--|
| 9. | Head Warder | Matriculate/HSLC passed will draw the scale of 9200-15720) 8300-210-9770-EB-270-12200-370-16270 | L - 5 (For SSLC Passed) L - 4 (For others) | |
| 10. | Electrician-cum-Water Pump Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 11. | Havildar | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 12. | Warder (Male/Female) | Matriculate/SSLC Passed will draw the scale of Rs.7700 - 15020 7100-180 -8360-EB-230-10430-310-13840 | L - 3 (For SSLC Passed) L - 2 | |
| 13. | Naik | 7100-180 -8360-EB-230-10430-310-13840 | L - 2 | |
| 14. | Medical Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

PROGRAMME IMPLEMENTATION & EVALUATION

16.32 Programme Implementation & Evaluation Department was formed by the amalgamation of the Evaluation Unit of the Directorate of Economics & Statistics under the Planning Department with the erstwhile Programme Implementation Department.

16.32.1 The Directorate of Programme Implementation & Evaluation was created during December 2015. It is entrusted with monitoring of different schemes and programmes implemented by various development departments and undertake evaluation studies of selected programmes. The entire work of monitoring is being done by the officers of the Directorate through review-meetings and conduct of field inspections. Different Committees have also been constituted at the State level to monitor the programmes. The Directorate is headed by a Director, borne on the IAS Cadre. He is assisted by the Joint Director, the Deputy Director, the Assistant Director and other officers and staff.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|----------------------|-------------------------|--|--|---|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 2. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| COMPUTER CELL | | | | |
| 3. | System Engineer | 26700-800-33100-1000-42100 | L - 19 | Re-designated as Officer-on-Special Duty on Pay Level - 20, personal to the incumbent |
| 4. | Programmer | 17000-470-20290-EB-560-25330-760-33690 (For persons having qualification of Degree in Computer Engineering or Equivalent) 16300-410-19170-EB-530-23940-720-31860 | L - 15 (For those having qualification of Degree in Computer Engineering or Equivalent) L - 14 (For others) | Re-designated as Special Officer on Pay Level - 17, personal to the incumbent |

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| 5. | Technical Assistant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| TECHNICAL WING | | | | |
| 6. | Joint Director of Evaluation | 26700-800-33100-1000-42100 | L - 19 | |
| 7. | Deputy Director of Evaluation | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 9. | Assistant Research Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |

PUBLIC HEALTH ENGINEERING

- 16.33 The main function of the Public Health Engineering Department is to undertake and implement Rural and Urban Water Supply Schemes, Rural and Urban Sanitation & Sewerage Disposal Schemes. The District Level Administration of the Department undertakes field investigation, survey, data collection, preparation and execution of schemes, operation and maintenance of the completed schemes.
- 16.33.1 At the Directorate level the head of office is the Chief Engineer. He is assisted by the Additional Chief Engineers in-charge Zone-I Shillong, Zone-II Tura, Zone-III Shillong & Sanitation Cell, Shillong. The Additional Chief Engineer, Sanitation Cell looks after all matters relating to implementation of Sanitation Programme, including Swachh Bharat Mission.
- 16.33.2 The Meghalaya Water and Sanitation Support Organisation (MWSSO) under the office of the State Water and Sanitation Mission is headed by the Chief Engineer, PHE (Environment & Sanitation). It deals with all software aspect of rural Water Supply and Sanitation Programme only at State/District and village level as support components of National Rural Drinking Water Programme.
- 16.33.3 The administration of the Department is divided into 7 (seven) Public Health Engineering Circles and 21 Working Divisions covering the whole State.
- 16.33.4 The Department suggested that Shift Allowance may be considered for those working at the Greater Shillong Water Supply Scheme, Mawphlang, on shift duty, including lower level engineers who are in-charge of Pumping Station, who have to work on Saturdays and Sundays and holidays.
- 16.33.5 The Department also informed that there are about 1288 Muster Rolls who are working continuously without break (some about 20 years) and are paid only Daily Wage till now, some of whom have been conferred with Regular Casual Worker status. The Department, therefore, requested the Commission to recommend provision of some sort of social security for them, including those of the Work-Charged establishment.
- 16.33.6 **The Commission notes that the employees deployed for Shift Duties are adequately compensated for working during odd/night hours by being provided Off Day/Days. Work performed on Public Holidays, including Saturdays and Sundays, can be compensated by the existing “Scheme of Compensation for Holidays Foregone”. The Commission does not, therefore, recommend any allowance in addition.**
- 16.33.7 The Commission also notes that the services of the Muster Rolls, etc, are adequately covered by the Government Rules to regulate the services of these employees. The Casual workers are covered by the Regular Casual Workers

Scheme. Also there are Extra-Ordinary Pension Rules which provide Disability Pension for those workers disabled in line of duty. The Commission also notes that the Work-Charged personnel are adequately covered by the provisions of Meghalaya Finance Rules (Rule 333) as well as by Government Circular dated 12.7.1993. For those who entered service on or after 1.4.2010, the New Pension Scheme will be applicable. **The Commission does not, therefore, recommend any measures in addition to the already existing ones.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|--|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Chief Engineer | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Additional Chief Engineer | 28700-860-35580-1050-43980 | L - 20 | |
| 3. | Executive Director, HRD | 28700-860-35580-1050-43980 | L - 20 | |
| 4. | Superintending Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 5. | Chief Administrative-cum-Vigilance Officer | 26700-800-33100-1000-42100 | L - 19 | |
| 6. | Deputy Director, HRD | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Sub-Divisional Officer/Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Manager, HRD. | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Assistant Analyst | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 11. | Assistant Geologist | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |

Report of the Fifth MPC

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| 12. | Junior Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 13. | Sub-Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 14. | Draftsman Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 15. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Research Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 17. | Foreman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 18. | Data Entry Operator | <p>The present incumbent shall draw the scale of 12000 - 23440</p> <p>10600-270-12490-EB-340-15550-470-20720 (Graduate with 1½ year Diploma in Computer Applications/Science)</p> <p>9900-250-11650-EB-320-14530-440-19370 (Graduates with no Diploma in Computer Applications/Science)</p> <p>9200-230-10810-EB-300-13510-410-18020 (For others)</p> | <p>L - 9</p> <p>L - 7 (Graduate with 1½ years Diploma in Computer Applications/ Science)</p> <p>L - 6 (Graduate with no Diploma in Computer Applications/ Science)</p> <p>L - 5 (For Others)</p> | |
| 19. | Well Driller | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 20. | Assistant Chemist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 21. | Technician Grade I | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 22. | Surveyor Grade I | 11300-280-13260-EB-360-16500-500-22000 (For Diploma Holder) | L - 8 | |

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|-----|--------------------------|---|-------|--|
| 23. | Surveyor Grade II | 10600-270-12490-EB-340-15550-470-20720 (For Certificate Holder) | L - 7 | |
| 24. | Junior Engineer Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 25. | Sub-Engineer II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 26. | Draftsman, Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 27. | Lineman | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 28. | Sectional Officer | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 29. | Head Mechanic | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 30. | Head Plumber | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 31. | Treatment Plant Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 32. | Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 (For P.U. Science Passed) | L - 6 | |
| 33. | Surveyor Grade III | 9200-230-10810-EB-300-13510-410-18020 (For Non-Certificate Holder) | L - 5 | |
| 34. | Sub-Engineer Grade III | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Draftsman Grade III | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 36. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 37. | Section Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

Report of the Fifth MPC

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|-----|---------------------------|--------------------------------------|-------|---|
| 39. | Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 40. | Plumber | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 41. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 42. | Welder | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 43. | Technician Grade II | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 44. | Pump Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 45. | Surge Suppressor Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 46. | Unskilled Work Assistant | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 47. | Security Guard | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 48. | Orderly | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 49. | Blue Printer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 50. | Gauge Reader | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 51. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 52. | Laboratory Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

PUBLIC WORKS

16.34 Public Works (Roads & Buildings) Department came into existence on 2nd April, 1970 with the creation of the Autonomous State of Meghalaya. It is an important development department of the State Government. The Additional Chief Secretary/Principal Secretary is the overall in-charge of the Department. Due to the increase in the volume of work, the Department was bifurcated during 1988 into two Wings, namely, the Road Wing and the Building Wing.

16.34.1 At the Secretariat level, the Department is headed by the Secretary, borne on the Meghalaya Engineering Service. He is assisted by the Additional Secretary, the Joint Secretary, the Deputy Secretary and the Under Secretary. The office of the Secretary, Public Works Department functions primarily for Administration, Direction, Planning, Policy and Implementation of Plan and Non- Plan Schemes/Projects.

CHIEF ENGINEER, PWD (ROADS)

16.34.2 The Road Wing of the Department is headed by Chief Engineer, PWD (Roads), besides, two more Chief Engineers with specific duties and functions assigned to them. The Additional Chief Engineers and other Engineers assist these Chief Engineers.

16.34.3 The Department is also having a Road Research Laboratory headed by the Chief Engineer (Standard) and assisted by the Research Officer of the rank of Executive Engineer/Assistant Chief Engineer and other Technical staff.

CHIEF ENGINEER, P.W.D. (BUILDINGS)

16.34.4 This Wing looks after the construction of buildings of other Departments and execution of their building projects. It also acts as construction agency of the projects of other organization.

16.34.5 P.W.D. (Buildings) Wing is headed by the Chief Engineer, assisted by the Deputy Chief Engineer, Assistant Chief Engineer, Senior Architect, and Superintending Engineer, Other Engineers and technical staff. At the field levels, there are Circles under the control of the Superintending Engineers. The Divisional and Sub-Divisional Offices are under the charge of the Executive Engineer and the Sub-Divisional Officer respectively.

16.34.6 The All Meghalaya PWD Section Assistants Association informed the Commission that the Department has a Training School at Laitlyngkot for the Section Assistants and those who pass the Training Course are eligible to draw the Trained Scale of ₹ 9200 – 18020. However, some members of the Service have served for 26 to 27 years service in the same post without promotion and the problem of stagnation is further aggravated as the Training has not been held since 2008 due to the reason that

repair/renovation work at the training school was being undertaken by the Department.

- 16.34.7 **The Commission recommends that the Department should restart the Training Programme for the Section Assistants on priority basis. The reason for not being able to hold the training for many years, exceeding a decade, due to the on-going repair/renovation of the training centre is not acceptable. Such activity should not stand in the way of career progression of the employees.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---------------------------|-------------------------------------|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Secretary | 35300-1060-41660-1220-48980 | L - 22 | |
| 2. | Chief Engineer | 31300-940-37880-1110-46760 | L - 21 | |
| 3. | Additional Chief Engineer | 28700-860-35580-1050-43980 | L - 20 | |
| 4. | Joint Secretary | 28700-860-35580-1050-43980 | L - 20 | |
| 5. | Deputy Chief Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 6. | Superintending Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 7. | Project Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 8. | Senior Architect | 26700-800-33100-1000-42100 | L - 19 | |
| 9. | Assistant Chief Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 10. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 11. | Research Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |

| | | | | |
|-----|---|--|--------|--|
| 12. | Under Secretary (Technical) | 23300-700-27500- 830-32480-970-39270 | L - 18 | |
| 13. | Architect | 23300-700-27500- 830-32480-970-39270 | L - 18 | |
| 14. | Administrative Officer | 23300-700-27500- 830-32480-970-39270 | L - 18 | |
| 15. | Principal, SATC | 23300-700-27500- 830-32480-970-39270 | L - 18 | |
| 16. | Liaison Officer | 23300-700-27500- 830-32480-970-39270 | L - 18 | |
| 17. | Assistant Executive Engineer | 20700-620-24420- 730-29530-890-36650 | L - 17 | |
| 18. | Deputy Architect | 20700-620-24420- 730-29530-890-36650 | L - 17 | |
| 19. | Assistant Engineer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 20. | Sub-Divisional Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 21. | Assistant Research Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 22. | Supervisory Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 23. | Assistant Architect | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 24. | Lecturer, SATC | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 25. | Land Officer | 17000-470-20290-EB- 560-25330-760-33690 | L - 15 | |
| 26. | Junior Engineer | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 27. | Architectural Draughts-man Instructor, SATC | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 28. | Research Assistant | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 29. | Statistical Assistant | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |

Report of the Fifth MPC

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|-----|---------------------------|--|--------|---|
| 30. | Scientific Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 31. | Surveyor Grade I | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 32. | Overseer Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 33. | Computer | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 34. | Draughtsman | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 35. | Architectural Draughtsman | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 36. | Computer Assistant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 37. | Surveyor Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 38. | Boiler Attendant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 39. | Surveyor Grade III | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 40. | Trained Section Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 41. | Divisional Mechanic | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 42. | Mechanic | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 43. | Head Mechanic | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 44. | Loader Operator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 45. | Storekeeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 46. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |

| | | | | |
|-----|-------------------------------|--------------------------------------|-------|--|
| 47. | Roller Driver | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 48. | Motor Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 49. | Plumber | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 50. | Water Works Fitter | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 51. | Welder | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 52. | Carpenter | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 53. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 54. | Section Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 55. | Library Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 56. | Explosive Van Driver | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 57. | Bull Dozer Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 58. | Assistant Divisional Mechanic | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 59. | Assistant Mechanic | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 60. | Assistant Electrician | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 61. | Assistant Carpenter | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 62. | Record Supplier | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 63. | Crusher Operator | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 64. | Record Sorter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

Report of the Fifth MPC

| | | | | |
|-----|-------------------|-------------------------------------|-------|--|
| 65. | Chainman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 66. | Fireman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 67. | Blue Printer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 68. | Boatman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 69. | Laboratory Bearer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 70. | Record Keeper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 71. | Pump Operator | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 72. | Painter | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 73. | Shot Firer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

REVENUE AND DISASTER MANAGEMENT

- 16.35 The main function of the Revenue & Disaster Management Department is connected with land, land acquisition and management of natural disasters in the State. It is headed by the Additional Chief Secretary/Principal Secretary at the Secretariat level and the Director of Land Records and Surveys at the Directorate level, assisted by the Joint Director and Assistant Director at the Directorate level.

REVENUE ADMINISTRATION

- 16.35.1 For ensuring proper revenue administration the Department administers the various State & Central Acts, namely, The Right to Fair Compensation and Transparency in Land acquisition, Rehabilitation Resettlement Act, 2013; The Meghalaya Transfer of Land Regulation Act, 1972; The Urban Land (Ceiling and Regulation) Act, 1976; The Meghalaya Removal of Restrictions on Use and Enjoyment of Land Act, 1980; The Meghalaya Land Survey and Records Preparation Act, 1980; The Meghalaya Credit Operation and Miscellaneous Provision Act, 1976; The Assam Land and Revenue Regulation Act, 1886; The Meghalaya Urban Area Rent Control Act, 1972; The Land (Requisition & Acquisition) Act, 1964 as adopted and the Bengal Public Demand Recovery Act. The Revenue Department is also entrusted with proper maintenance of the Inter-State and Inter-National Boundary matters including the maintenance of Boundary Pillars on the Indo-Bangladesh Border.

DISASTER MANAGEMENT

- 16.35.2 The Central Government has enacted a comprehensive Act known as the “Disaster Management Act 2005” encompassing measures and establishment of institutions focusing on management of disasters. The Meghalaya State Disaster Management Authority (SDMA) has been established under this Act and the Meghalaya Disaster Management Policy was framed in 2007, and revised in 2013. The state has also formulated Meghalaya State Disaster Management Rules, 2010.

DIRECTORATE OF LAND RECORDS & SURVEY

- 16.35.3 The function and objective of the Directorate of Land Records & Survey is to carry out surveys and preparation of preliminary records as embodied in the Meghalaya Land Surveys and Records Preparation Act, 1980 and rules framed there under, demarcation of District and Sub-Division boundaries, Inter-State Boundary and International Boundary (Indo-Bangladesh) and preparing printing of State and District Maps, etc. The Directorate also carries out the compilation works of the completed land acquisition cases for updating of Land Revenue Records and Computerisation of the same.

16.35.4 The Meghalaya Survey Surveyors Service Association mentioned that the pay scale of ₹ 8300 – 16270 for Surveyors at entry level is too low and wanted parity in pay scales with posts carrying similar duties under PHE, Soil & Water Conservation and PWD, who are placed in higher scales as follows:

- (i) Surveyor Grade III – ₹ 9200 – 18020
- (ii) Surveyor Grade II – ₹ 10600 – 20720
- (iii) Surveyor Grade I – ₹ 11300 – 22000

16.35.5 The Department stated that the nature of duties performed by the Surveyor (Traversers and Plane Table Surveyors) is arduous in nature, involves camping in remote areas of different parts of the State for survey works, preparation of computerised maps, including sensitive works of International and Inter-State boundary and thus the present scale of pay does not commensurate the task involved.

16.35.6 The Commission notes that while the problem of arising stagnation will be sufficiently resolved by meticulously following the MACP Scheme as recommended by the Commission, rationalization of posts is necessary in hierarchical order on a pyramid format. **The Commission recommends that the Department revisit and revise the service structure of these posts with a view to ensure that it meets the functional requirements of the Department.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--------------------------|--------------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director of Land Records and Surveys | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Joint Director of Land Records | 26700–800–33100–1000–42100 | L – 19 | |
| 3. | Assistant Director of Land Records | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| MEGHALAYA SURVEYS | | | | |
| 4. | Additional Director of Surveys | 28700–860–35580–1050–439800 | L – 20 | |

| | | | | |
|-----|-------------------------------|--|--------|--|
| 5. | Joint Director of Surveys | 26700-800-33100-1000-42100 | L - 19 | |
| 6. | Deputy Director of Surveys | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Assistant Director of Surveys | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 8. | Supervisors | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 9. | Junior Accountant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 10. | Head Draftsman | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 11. | Printing Supervisor | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 12. | Head Computer | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 13. | Traverser Grade I | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 14. | Computer Grade I | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 15. | Traverser Grade II | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 16. | Bill Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 17. | Record Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 18. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 19. | Computer Grade II | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 20. | Traverser Grade III | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 21. | Plane Table Surveyor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 22. | Head Machine Printer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

Report of the Fifth MPC

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|--------------------------------|---------------------------|--|--------------------|--|
| 23. | Mender | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 24. | Binder | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 25. | Draftsman | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 26. | Printer Grade I | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 27. | Zinc Corrector Grade I | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 28. | Printer Grade II | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 29. | Zinc Corrector Grade II | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 30. | Developer | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 31. | Time Keeper | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 32. | Grainer Grade I | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 33. | Tindal | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 34. | Grainer Grade II | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 35. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| MEGHALAYA SURVEY SCHOOL | | | | |
| 36. | Principal | Borne on State Civil Service Cadre | Borne on MCS Cadre | |
| 37. | Headmaster-cum-Instructor | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 38. | First Master | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 39. | Second Master | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

| | | | | |
|---|---------------------------------|--|--------|--|
| 40. | Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 41. | Tindal | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 42. | Chainman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| ENFORCEMENT BRANCH | | | | |
| 43. | Addl. Deputy Commissioner | 26700-800-33100-1000-42100 | L - 19 | |
| 44. | Enforcement Inspector | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 45. | Assistant Enforcement Inspector | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 46. | Supervisor Kanungo | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 47. | Enforcement Checker | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 48. | Mandal | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 49. | Recorder | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 50. | Chainman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| REVENUE STAFF UNDER DEPUTY COMMISSIONERS AND SUB-DIVISIONAL OFFICERS (CIVIL) | | | | |
| 51. | Supervisor Kanungo | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 52. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 53. | Mandal | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 54. | Chainman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

| CADESTRAL SURVEY | | | | |
|-------------------------|----------------------|--|-------|--|
| 55. | Supervisor | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 56. | Traverser Grade II | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 57. | Computer Grade I | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 58. | Traverser Grade III | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 59. | Plane Table Surveyor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 60. | Computer Grade II | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 61. | Tindal | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 62. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| METRIC CELL | | | | |
| 63. | Operator | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 64. | Plane Table Surveyor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 65. | Developer | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

SECRETARIAT ADMINISTRATION

- 16.36 The Secretariat Administration Department mainly deals with all matters related to proper and smooth functioning of the State Secretariat. It comprises four branches, namely, the Establishment Branch, the Accounts Branch, the Nazarat Branch and the Records Branch. The main objectives and functions of the Department include dealing with establishment matters and management of all non-gazetted staff of the Secretariat, including those of the offices of the Ministers, Chairman, Vice/Deputy-Chairman and Parliamentary Secretaries.
- 16.36.1 The Establishment Branch deals with establishment matters of the Secretariat, management and control of the Secretariat Group 'B' and 'C' staff of the level of Assistant Superintendent, Upper Division Assistant, Lower Division Assistant, Stenographer Grade II & III, Typists, Drivers, Records Supplier, etc. The Accounts Branch is responsible for all accounting work of the Secretariat. The Nazarat Branch deals with house-keeping in the Secretariat; arrangement of office accommodation for the Ministers, Parliamentary Secretaries, Chairmen, Co-Chairmen, Vice-Chairmen, Officers and Staff of all Departments in the Secretariat. The Records Branch of the Department is responsible for the safe custody of all closed files sent by the Departments.
- 16.36.2 The Meghalaya Secretariat Service Association submitted that as per MS (ROP) Rules, 2009 the pay scale of the Lower Division Assistant in the Secretariat is ₹ 11300 – 22000 while that of the Junior Accounts Assistant (JAA) of the Meghalaya Subordinate Treasury Accounts Service was ₹ 9900 – 19370. However, the pay scale of the JAA was later improved to ₹ 14100 – 27510 by the Finance Department. The Association sees this as gross injustice as the qualification prescribed for both posts is Graduate Degree, with computer knowledge. They also submitted that the improvement in the scale of JAA equivalent with the UDA in the Secretariat has downgraded the scale of pay of the posts under the Subordinate Secretariat Service as well as the status in comparison with their counterparts under the state Government. They, therefore, requested either parity in pay scale of the LDA with the JDA or higher.

The Commission notes all the facts on record and has dealt with the matter separately in Chapter 14 of this Report.

- 16.36.3 The Meghalaya Secretariat Service Typists' Association submitted that the 3rd Meghalaya Pay Commission introduced the Grade System with different scales of pay for the Typists. The pay scale of the Grade II was then equivalent with that of the LDA in the Secretariat but on the recommendation of the 4th MPC, the pay scale of the LDA was improved to ₹ 11300 – 22000 while that of the Grade II Typist remained at the corresponding revised scale,

i.e., ₹ 9900 – 19370. The Association requested the Commission to consider restoring the parity in pay. They also suggested that the existing system of their promotion by conducting Speed Test through the MPSC may be replaced by the system of placement as in the case of Drivers, as it only adds more delay to promotion of those who opted for the Grade System. They also requested for raise in their quota of promotion to LDA from 10% to 20% to solve problem of stagnation and the post of Senior Grade Typist be reintroduced.

- 16.36.4 The Commission noted that there are 78 Typists in the Secretariat at present and 80% of them know computer or are computer- literate. **After careful consideration of all the facts, the Commission recommends amalgamation of the posts of Typist and LDA and re-designate them as LDA-cum-Data Processor. The Secretariat Ministerial Manual may be amended suitably and the existing posts of Typist may be allowed to lapse on retirement of the existing personnel and no new post of Typist be created in future.**
- 16.36.5 The Meghalaya Stenographers Service Association submitted that their Service suffer from lack of promotion and, therefore, requested for creation of 10 more posts of Senior Grade Stenographer and provision of 6 new posts above the Senior Grade, to be designated as Selection Grade Stenographers in the pay scale of ₹ 28700 – 43980 with improvement of the pay scale of Stenographer Senior Grade from ₹ 23300 – 39270 to ₹ 26700 – 42100.
- 16.36.6 The Commission examined the matter in detail and notes that the present strength of the Stenographers is as follows:
- | | | |
|------------------|---|----------|
| (i) Senior Grade | – | 6 posts |
| (ii) Grade I | – | 42 posts |
| (iii) Grade II | – | 39 posts |
| (iv) Grade III | – | 23 posts |
- 16.36.7 **The Commission recommends that on completion of 8 years of service, the Stenographers Grade III be promoted to Grade II, on completion of 16 years of service (8 years as Grade II), Grade II Stenographers be promoted to Grade I and on completion of 24 years of service (8 years as Grade I), Grade I Stenographers be promoted to Senior Grade. On completion of 8 years of service as Senior Grade Stenographers, they may be promoted to Selection Grade, subject to passing required speed test at each level.**
- 16.36.8 **The Commission further recommends that the Cadre structure of the Stenographers (Grade III/Grade II/Grade I) be re-examined and**

restructured and 30% of the posts of Grade I Stenographers be up-graded to the level of Senior Grade.

- 16.36.9 The Commission also recommends the amalgamation of all stand-alone posts of Grade III Stenographers existing in various Directorates and Subordinate Offices (except those under the Deputy Commissioner's Offices) under the control of Secretariat Administration Department, with a view to ensure healthy cadre structure and their career satisfaction.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|-------------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Assistant Superintendent | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 2. | Upper Division Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 3. | Accountant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 4. | Nazir, S.A.D. (Nazarat) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 5. | Assistant Nazir | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 6. | Cashier, S.A.D. (Accounts) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 7. | Stenographer Grade II | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 8. | Lower Division Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 9. | Stenographer Grade II | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 10. | Assistant Cashier, S.A.D.(Accounts) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 11. | Record Supplier | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 12. | Mender, S.A.D. Records | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

SERICULTURE AND WEAVING

- 16.37 Sericulture and Weaving Department comprises two sectors called Sericulture Wing and Handloom Weaving. Its main objective is to promote the welfare of sericulture, silk-worm rearers, and handloom through implementation of need-based and employment-oriented schemes. The Department is responsible for the developmental activities among the Sericulture farmers and Handloom weavers in the State so to make these two sectors more economically viable and to provide sustainable livelihood; to implement and monitor various State/Centrally Sponsored Schemes/Projects/Programmes and to transfer the technology to the Sericulture farmers and Handloom weavers to improve their productivity.
- 16.37.1 The Department is headed by the Director, assisted by the Joint Directors, Deputy Directors at the Directorate. There are Zonal Officers for Sericulture and Handloom Sectors of Garo Hills Zone and Khasi and Jaintia Hills Zones. The Zonal Officers look after the works being implemented by respective District Sericulture Officers under their Zone.
- 16.37.2 The main submission of the Meghalaya Sericulture Subordinate Technical Staff Association is stagnation in service at all levels, namely, Demonstrator, Supervisor, Sericulture Inspector/Manager/Reeling Foreman and Extension Officer.
- 16.37.3 The Department stated that it is a fact that promotion prospect in the Service is very bleak since there are only 37 posts in the cadre of Supervisor while there are 228 posts of Sericulture Demonstrator. Some staff retired in the entry post of Sericulture Demonstrator or Weaving Demonstrator. Thus, creation of promotion avenues and continuation of the Assured Career Progression Scheme is very much required.
- 16.37.4 The Commission is of the opinion that the issues of stagnation would be adequately addressed by the MACP Scheme. **It recommends that the Department should suitably review the Departmental manpower structure to ensure healthy manpower management and holistic career advancement prospects for its employees.**
- 16.37.5 The Meghalaya Sericulture Technical Service Association submitted that their grievance is the pay scale at entry level (₹ 14100 – 27510) which is considered too low for a qualification of B.Sc. or M.Sc. in Life Science with Post-Graduate Diploma in Sericulture (15 months course). They also submitted that organizational restructure of the Service is required.
- 16.37.6 **After due consideration, the Commission recommends that all District Level Officers to be of Assistant Director level (Pay Level – 17) and the Zonal Officer be raised to Deputy Director level (Pay Level – 18).**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|--|---|------------------------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Sericulture Research Officer | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 5. | Principal, Sericulture Training Institute | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 6. | Principal, Handloom Training Institute | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 7. | Zonal Officer | 20700-620-24420-730-29530-890-36650 | L - 18 | (Para. 16.37.6 refers) |
| 8. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 (For P.G. Degree Holder in Statistics/ Economics/ Mathematics or Bachelor Degree holder in concerned subject with 10 years experience) | L - 16 | |
| 9. | Engineering Supervisor | 17000-470-20290-EB-560-25330-760-33690 (For B.E. Degree and Diploma Holders) | L - 15 | |
| 10. | District Sericulture Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 17 | (Para. 16.37.6 refers) |
| 11. | District Handloom Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 17 | (Para. 16.37.6 refers) |
| 12. | Handloom Research Officer | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 13. | Instructor | 14700-370-17290-EB- | L - 12 | |

Report of the Fifth MPC

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| | | 480-21610-650-28760 | | |
| 14. | Sericulture Research Assistant | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 15. | Extension Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 16. | Junior Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 17. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 (For Bachelor Degree Holders in Economics, Statistics and Mathematics) | L - 11 | |
| 18. | Information Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | Weaving Inspector | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 20. | Deputy Handloom Officer | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 21. | Expert Dyer | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 22. | Design-cum-Pattern Instructor | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 23. | Reeling Foreman | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 24. | Manager | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 25. | Sericulture Inspector | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 26. | Publicity Assistant-cum-Translator | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 27. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 28. | Librarian | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 29. | Supervisor | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

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|-----|--------------------------------|---------------------------------------|-------|--|
| 30. | Field-cum-Laboratory Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 31. | Weaving Instructor, (W.T.C) | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 32. | Demonstrator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 33. | Textile Designer | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 34. | Block Printing Expert | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Technical Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 36. | Expert Printer | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 37. | Weaving Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Power Tiller Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 39. | Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 40. | Store Keeper-cum-Cashier | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 41. | Sales Assistant | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 42. | Fitter cum-Carpenter | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 43. | Boiler Attendant | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 44. | Reeling Jugali | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |

SOCIAL WELFARE

- 16.38 Social Welfare Department deals with the social and economic development of the weaker sections of people of the State, namely, women, children, physically challenged, juveniles and delinquents. It implements different schemes and programmes relating to grant of scholarship to handicapped students, assistance to physically handicapped persons for vocational training/self-employment, National Programme for Rehabilitation of Persons with Disabilities, National Plan of Action for Women's Policy and Empowerment, Chief Minister's Social Assistance to the Infirm, Widows and Disabled Persons, Medical treatment for the Aged, Multi Sectoral Development Programmes, Intervention Programmes for Drug Abuse, Integrated Child Development Services Scheme, Wedding Assistance Scheme for Orphaned Girls, Rajiv Gandhi Scheme for Empowerment of Adolescent Girls, Indira Gandhi Matritava Sehyog-Conditional Maternity Benefit Scheme, Beti Bachao Beti Padhao Scheme, Supplementary Nutrition in Urban Areas. The Department also administers the Juvenile Justice Care and Protection of Children Act, Protection of Women from Domestic Violence Act, Immoral Traffic Prevention Act, and Persons with Disability Act.
- 16.38.1 The Department is headed by the Additional Chief Secretary/Principal Secretary at the Secretariat level and the Director, borne on IAS/MCS Cadre, at the Directorate level. The Director is assisted by the Additional Director, Joint Director, Deputy Director, Assistant Director and other officers.
- 16.38.2 The Meghalaya Social Welfare Officers Association submitted that the Grade II Officers served 20 years or more before they got their first promotion from the entry level scale of ₹ 17000 – 33690 to only ₹ 18300 – 35100. The benefit of the ACP Scheme is also not available to them. They, therefore, proposed Time-bound promotion on completion of 7 years service at entry level to ₹ 18300 – 35100. They also suggested that the posts of Grade II (namely, Social Welfare Officer (Anti drugs) and Child Welfare & Probation Officer) at the Directorate may be upgraded to Grade I in the pay scale of ₹ 18300 – 35100 and creation of additional Senior Grade posts by up-gradation from Grade I, that is, 3 posts of Assistant Director and 1 post of Assistant Commissioner (Disability) may be upgraded to Joint Director in the pay scale of ₹ 26700 – 42100 and 3 posts of Deputy Director in the pay scale of ₹ 23300 – 39270. Overall, they strongly suggested that a cadre restructure is necessary as stagnation in service is rampant at all levels.

16.38.3 **The Commission notes that increase in pay scales will not resolve the problem of stagnation and a restructuring of the Service is required. After due consideration, the Commission recommends restructuring of their service as follows:**

(a) Senior Grade:

| | | |
|------------------------------|---|----------|
| (i) Addl. Director | – | 1 |
| (ii) Joint Director | – | 2 |
| (iii) Deputy Director | – | 4 |

Total – 7 (by upgrading 4 posts from Grade – I)

(b) Grade I – 19

(i) Grade I Senior – 11

(ii) Grade I Junior – 11

(c) Grade II – 43

16.38.4 The All Meghalaya Supervisors & Assistant CDPO's Association submitted that the Service at the entry level suffers from extreme stagnation, with the Under-Graduates suffering the most. Promotion comes in 25 to 29 years of service. They have received only one financial benefit under the existing ACP Scheme so far and, therefore, requested the pay scale of ₹ 14100 – 27510 for the Supervisors as they feel that the present scale is too low.

16.38.5 The Department informed that the post of Assistant CDPO has been abolished by the Ministry of Women & Child Development, Government of India, in 2014.

16.38.6 The Commission notes that the abolition of 2 posts of Assistant CDPO on retirement of the incumbents will cause stagnation for the Supervisors/ Mukhya Sevikas. **The Commission is also of the view that Supervisors/Lady Supervisors (Mukhya Sevikas) play an important role at the grass root level. They are the cutting edge of administration at the Anganwadi Centres and stagnation at this level needs to be resolved in terms of the MACP Scheme. The Commission is also of the view that a promotion quota should be reserved for those having a higher level of qualification, as may be specified. It is necessary to restructure the Service so as to avoid stagnation by creation of higher grade(s).**

16.38.7 **After due consideration, the Commission recommends restructuring of the Service as follows:**

(i) Entry level Mukhya Sevika/ Supervisor – 148 posts (Pay Level – 8)

- (ii) Senior Grade Mukhya Sevika/ – 50 posts (Pay Level – 9)
Supervisor (after 8 years of service)
- (iii) Selection Grade Mukhya Sevika/ – 24 posts (Pay Level –10)
Supervisor (after 16 years of service)
- (iv) ACDPO – 10 posts (Pay Level – 11)

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|--|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Commissioner of Persons with Disabilities | Borne on MCS Cadre | Borne on MCS Cadre | |
| 3. | Additional Director | 28700–860–35580–1050–43980 | L – 20 | |
| 4. | Joint Director | 26700–800–33100–1000–42100 | L – 19 | |
| 5. | Deputy Director | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 6. | Assistant Director | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 7. | Assistant Commissioner for Persons with Disabilities | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 8. | Programme Officer (ICDS) | 18300–500–21800–EB–650–27000–810–35100 | L – 16 | |
| 9. | District Social Welfare Officer | 18300–500–21800–EB–650–27000–810–35100 | L – 16 | |

| | | | | |
|-----|--|--|--------|--|
| 10. | District Programme Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 11. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 12. | Child Welfare and Probation Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 13. | Social Welfare Officer | | | |
| 14. | Superintendent, Training for Self Employment of Women in Need of Care and Protection | | | |
| 15. | Child Development Project Officer | | | |
| 16. | Chief Instructor (ATC/ICDS) | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 17. | Probation Officer | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 18. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | Assistant Auditor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 20. | Education Teacher | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 21. | Assistant Child Development Project Officer | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 22. | Nutritionist | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 23. | Health Instructor | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 24. | Pre-School Instructor | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 25. | Social Work Teacher | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 26. | Private Secretary, O/o the Commissioner of Persons with Disabilities | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 27. | Accountant (Directorate) | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |

Report of the Fifth MPC

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| 28. | Lady Supervisor | 11300-280-13260-EB-360-16500-500-22000 (Graduate) 9200-230-10810-EB-300-13510-410-18020 (For Non-Graduate) | L - 8 (Graduate) L - 5 (For Under Graduate) | |
| 29. | Instructor (ATC/ICDS) | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 30. | Assistant Superintendent | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 31. | Accountant (District) | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 32. | Skilled Assistant (For Training Centres for Women) | 9200-230-10810-EB-300-13510-410-18020 (For Matriculate with Diploma) 8300-210-9770-EB-270-12200-370-16270 (Non-Matriculate with Diploma) | L - 5 (For SSLC with Diploma) L - 4 (Under SSLC with Diploma) | |
| 33. | Accounts Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 34. | Craft Instructor | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Matron-cum-Store Keeper (Training Centre for Women) | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 36. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 37. | Matron (Children's Home/Anganwadi Training Centre) | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Matron (Observation Homes) | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 39. | Care-Taker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

SOIL AND WATER CONSERVATION

- 16.39 The primary function of Soil & Water Conservation Department is to ensure holistic water resource conservation to ultimately achieve sustainable development. This includes natural resources management, particularly soil, water and vegetation resources in the context of perpetual utilisation and sustainable development of the said resources to improve and sustain livelihood system and to aid earning activities of the user-communities.
- 16.39.1 The Department is also responsible for promotion of sustainable utilisation of soil, water, vegetation resources; sustainable food support and water needs; social, economic and ecological development; natural resource management, particularly the soil, water and vegetation; establishing Micro Irrigation facilities, harvesting water for multipurpose utilities and protecting catchment area of water resources; enhancing crop production and productivity; development and rejuvenation of water bodies under sub-basin approach; ecology development through multi-disciplinary approach and social mobilisation and capacity building of various levels of stakeholders.
- 16.39.2 The Department is headed by an Additional Chief Secretary/Principal Secretary. The Directorate is headed by the Director, Soil and Water Conservation who is awarded by other departmental officials.
- 16.39.3 The Meghalaya Soil Conservation Technical Employees Service Association suggested a detailed cadre review/restructure and introduction of a new grade between the Senior Assistant Soil & Water Conservation Officer (ASWCO) and Divisional Soil & Water Conservation Officer with a pay scale of ₹ 20700 – 39270, by up-gradation of 11 posts of ASWCO (out the 41 posts) to Senior ASWCO Grade-I so as to open up more promotional avenue as the ASWCOs normally stagnate 17 to 22 years before their first promotion. The Department stated that 11 posts of ASWCO have been upgraded to Senior Assistant Soil & Water Conservation Officer with a pay scale of ₹ 18300 – 35100 and is of the view that after completion of Five (5) years of service in the post of Junior Administrative Grade/Senior Soil & Water Conservation Officer, the incumbent shall draw a non-functional scale of ₹ 20700 – 36650.
- 16.39.4 **The Commission notes that in every organization the hierarchically structure should be pyramidal and the Department may resort to Cadre review and restructuring.**
- 16.39.5 The Meghalaya Soil & Water Conservation Rangers' Association, among other issues, submitted that Mileage Allowance is not adequate as they have to travel extensively most of the time by public vehicle.
- 16.39.6 **The Commission recommends that Fixed T.A. be allowed to Soil & Water Conservation Rangers as covered in Chapter 10 of this Report.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|--|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Additional Director | 28700-860-35580-1050-43980 | L - 20 | |
| 3. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 4. | Planning Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | Divisional Soil & Water Conservation Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Soil & Water Conservation Officer (Monitoring and Evaluation) | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Instructor (Soil & Water Conservation/ Forestry/Extension/ Engineering) | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Assistant Soil & Water Conservation Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Medical & Health Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Assistant Instructor (Agronomy/Forestry/ Soil & Water Conservation/ Engineering) | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 11. | Soil & Water Conservation Ranger | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 12. | Overseer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 13. | Draughtsman Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |

| | | | | |
|-----|---|--|--------|--|
| 14. | Foreman Mechanic | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 15. | Foreman | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 17. | Sub-Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 18. | Librarian | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 19. | Accountant | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 20. | Artist | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 21. | Compiler | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 22. | Welder | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 23. | Surveyor Grade I | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 24. | Surveyor Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 25. | Draughtsman GradeII | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 26. | Head Mechanic (Electrical) | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 27. | Laboratory Technician-cum- Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 28. | Staff Nurse | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 29. | Senior Soil & Water Conservation Demonstrator | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 30. | Senior Soil & Water Conservation Demonstrator Surveyor/ Draughtsman | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

Report of the Fifth MPC

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|-----|---|---------------------------------------|-------|---|
| 31. | Surveyor Grade III | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 32. | Pharmacist | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 33. | Compounder | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 34. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 35. | Junior Soil & Water Conservation Demonstrator Grade I | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 36. | Store Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 37. | Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 38. | Plumber | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 39. | Power Tiller Operator/Tractor Driver | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 40. | Bull Dozer Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 41. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 42. | Physical Training and Games Instructor | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 43. | Audio Visual Aide Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 44. | Cinema Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 45. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 46. | Data Entry Operator (District) | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

| | | | | |
|-----|--|--------------------------------------|-------|--|
| 47. | Junior Soil & Water Conservation Demonstrator (Gr. II) | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 48. | Mechanic Helper | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 49. | Mechanic Cleaner | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 50. | Power Pump Operator | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 51. | Soil & Water Conservation Field Worker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 52. | Rubber Tapper | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 53. | Rubber Budder | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 54. | Laboratory Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 55. | Server | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 56. | Khalasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 57. | Chainman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 58. | Caretaker | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 59. | Orderly | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 60. | Security Guard | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

SPORTS AND YOUTH AFFAIRS

- 16.40 The Sports & Youth Affairs Department primarily deals with all matters related to Sports and Youth Affairs, such as, creation of sports infrastructure and the promotion of excellence in Sports and Games. The Directorate of Sports and Youth Affairs was created in March 1985.
- 16.40.1 The main functions of the Directorate are to channelize central assistance from the Central Government, deal with matters related to School Games Federation of India, the National School Games and all matters relating to National Federation; preparation of schemes in respect of construction of stadia and improvement of playgrounds; have full supervision of the activities of various State Sports bodies as well as other Sports Organizations in respect of Grant-in-aids, their participation at the National, Coaching and competition of State School teams, etc. and to supervise and control the activities of District Sports Officers.
- 16.40.2 The Department is headed by the Additional Chief Secretary/Principal Secretary. The Directorate is headed by the Director, borne on the IAS/MCS cadre. He is assisted by the Deputy Director, Assistant Director. At the District level the District Sports Officer is the head of office, assisted by the Coaches and Physical Training Instructors.
- 16.40.3 The Technical Officers of the Directorate of Sports & Youth Affairs suggested up-gradation of the pay scale of the District Sports Officer from ₹16300 – 31860 to ₹18300 – 35100, being the District Head with a technical background. They also requested to upgrade the pay scale of Senior Coach/Senior Physical Training Instructor from ₹14700 – 28760 to ₹17000 – 33690 and in order to alleviate the problem of stagnation of the Junior Coach and Physical Training Instructor, the post of Junior Coach/Physical Training Instructor Grade I in the scale of ₹16300 – 31860 may be created. They also proposed up-gradation of the pay scale of Junior Coach/Physical Training Instructor from ₹14100 – 27510 to ₹14700 – 28760.
- 16.40.4 The Technical Officers also suggested that incentives be granted to those officials who had coached/trained winning athletes/players in national and international level in the form of promotion or higher pay and a Kit Allowance @ ₹5000/- be granted to the technical staff of the Department.
- 16.40.5 The Department suggested that 60% weightage may be given to those officials who have Coached/Trained/Athletes/Players winning Medals in National/ International Games organised by IOC/IOA and 40% weightage to be given to those officials who have coached/Trained/Athletes/Players who have participated in National/ International Games organised by IOC/IOA.

They also supported the proposal that Kit Allowance to the technical staff @ ₹ 5000/- per year may be granted as admissible to the Police personnel.

16.40.6 The Commission notes that the present strength of the service is as follows:

- (i) Jr. Coach/PTI – 29
- (ii) Jr. Coach Gr. I – 15 (proposed)
- (iii) Sr. Coach – 6
- (iv) District Sports Officer – 11 posts
- (v) Assistant Director – 1 (+2 proposed)

16.40.7 **The Commission also observes that the ACP Scheme is not being implemented uniformly and the Department is advised to implement the MACP Scheme in strict conformity with the guidelines. However, the Commission recommends Cadre restructure/re-organization of the Service. The Commission also recommends Annual Allowance to all Technical staff @ ₹ 5000/- and the Department can work out the modalities of implementation of this allowance.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay ₹ | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 3. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 4. | Sports Officer (Hqs) | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 5. | District Sports Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 6. | Senior Coach | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 7. | Junior Coach | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 8. | Physical Training Instructor | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 9. | Store Keeper | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 10. | Computer Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

TOURISM

- 16.41 Tourism Department was established with the overall objective of creation of an enabling environment to attract tourist from various parts of the country and abroad to come and share the Meghalaya experience. The main functions of the Department relate to policy matters on development of tourism in the State; preparation and approval of schemes for the development and promotion of tourism and tourism infrastructure; promotion and marketing of tourism products of the State; financial assistance for creation of Home Stays and Resorts and building skill and capacity in the hospitality sector of the State by providing relevant training.
- 16.41.1 The Department is headed by the Principal Secretary/Commissioner & Secretary. The Directorate of Tourism at the Headquarters and the Tourist Information Centres at the subordinate level constitute the field organization of the Department. The Directorate is headed by a Director, who is assisted by the Joint Director, Deputy Director, Assistant Director, and Tourist Officer. The Directorate also has an Engineering Cell under the care of the Superintending Engineer, who is assisted by the Executive Engineer, Assistant Engineer, Junior Engineer and other technical staff. The Meghalaya Tourism Development Corporation has been set up to develop tourism infrastructure in the State.
- 16.41.2 The Meghalaya Tourism Officers Service Association submitted that the post and pay scale of Tourist Officers should not be categorized in the same class as Sub-Inspector of Police, Statistical Assistant, Junior Engineer, Stenographer, JDA, JAA, JCO, Inspector of Excise, Assistant Auditor, etc., as their role and responsibilities are higher and equivalent to that of District level officers of other Departments. They requested for higher pay scale of ₹ 18300 – 35100 notionally, stating that the pay scale of ₹ 14100 – 27510 is not adequate.
- 16.41.3 The Department is, however, of the opinion that given the present scope of duties and responsibilities, the pay scale should remain the same.
- 16.41.4 **The Commission recommends that status quo in the pay scale of Tourist Officer may be maintained.**
- 16.41.5 The Commission also noted that the organizational set up of the Service is as follows:
- | | | |
|--------------------------|---|----------|
| (i) Joint Director | – | 1 post |
| (ii) Deputy Director | – | 2 posts |
| (iii) Assistant Director | – | 1 post |
| (iv) Tourist Officer | – | 11 posts |

16.41.6 The Commission recommends that of 1(one) of the 2(two) existing posts of Deputy Director which is vacant be downgraded to Assistant Director so as to make the cadre structure more realistic.

Recommended Pay Levels

| Sl. No . | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|--|-----------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 3. | Assistant Director | 20700-620-24420-730-29530-890-36650 | L - 17 | |
| 4. | Statistical Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 5. | Information-cum-Publicity Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 6. | Tourist Officer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 7. | Statistical Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 8. | Accountant-cum-Cashier | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 9. | Receptionist | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 10. | Photographer | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 11. | Guide | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| TECHNICAL CELL (ENGINEERING WING) | | | | |
| 12. | Superintending Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 13. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 14. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 15. | Junior Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Draughtsman | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

TRANSPORT

- 16.42 The main function of the Transport Department is to administer, regulate and control motor vehicles in accordance with the provisions of the Central Motor Vehicles Act, 1988 and the Central Motor Vehicles Rules, 1989. The activities of the Department include registration of motor vehicles, issuing driving licences & conductor licenses, granting permits for passenger transport vehicles and goods transport vehicles, etc., and fixing and controlling rates of fares and freights of motor vehicles. The other major function of the Department is to assess, levy and collect taxes on motor vehicles.
- 16.42.1 The autonomous bodies/authorities which are under the Administrative Control of Transport Department are the State Transport Authority and the Regional Transport Authorities constituted under the Central Motor Vehicles Act, 1988 and the Meghalaya Transport Corporation, which is a State Transport Undertaking (STU) established under the Road Transport Corporation Act, 1950.
- 16.42.2 At the Secretariat Level, the Department is headed by Addl. Chief Secretary/ Principal Secretary. At the Directorate level, the Commissioner of Transport heads the Directorate, assisted by the Deputy Commissioner of Transport, Assistant Commissioner of Transport, and District Transport Officer. At the District level, the District Transport Officer is the head of office. He is assisted by the Motor Vehicle Inspectors and Enforcement Inspectors
- 16.42.3 The Commission was informed that the educational qualification prescribed for the post of Enforcement Inspector is Graduate in any stream like that of the Motor Vehicle Inspector in their own Department and the Inspectors in other Departments like Inspector of Labour, Inspector of Taxes, Inspector of Excise and Inspector of Supply but the Enforcement Inspector is drawing the pay scale of ₹ 12000 – 23440 while the other Inspectors mentioned above are drawing the pay scale of ₹ 14100– 27510.
- 16.42.4 The Department stated that the duties and responsibilities of the Motor Vehicle Inspector and the Enforcement Inspector are more or less same.
- 16.42.5 The Commission notes that the Enforcement Inspector and Motor Vehicle Inspector are in the same gradation list and their promotion prospect is same, that is, to the post of District Transport Officer. The Commission also notes that, at present, there are 36 Enforcement Inspectors/Motor Vehicle Inspectors and 12 District Transport Officers. Hence in the event there is only one post of District Transport Officer, promotion should be made by rotation among the two groups, namely, Enforcement Inspector/ Motor Vehicle Inspector.

16.42.6 After careful examination of the issue, the Commission recommends parity in pay of the Enforcement Inspector and the Motor Vehicle Inspector at Pay Level – 11.

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---|--|---|------------------------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Commissioner of Transport | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Special Judicial Magistrate, Transport | Borne on MCS Cadre | Borne on MCS Cadre | |
| 3. | Deputy Commissioner of Transport | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 4. | Assistant Commissioner of Transport | 20700–620–24420–730–29530–890–36650 | L – 17 | |
| 5. | Statistical Officer | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 6. | District Transport Officer & Secretary Regional Transport Authority | 17000–470–20290–EB–560–25330–760–33690 | L – 15 | |
| 7. | Inspector of Statistics | 14700–370–17290–EB–480–21610–650–28760 | L – 12 | |
| 8. | Assistant Auditor | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 9. | Pool Officer | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 10. | Motor Vehicle Inspector | 14100–350–16550–EB–460–20690–620–27510 | L – 11 | |
| 11. | Superintendent, State Transport Authority | 13100–330–15410–EB–420–19190–580–25570 | L – 10 | |
| 12. | Enforcement Inspector | 12000–300–14100–EB–390–17610–530–23440 | L – 11 | (Para. 16.42.6 refers) |
| 13. | Head Mechanic | 10600–270–12490–EB–340–15550–470–20720 | L – 7 | |

Report of the Fifth MPC

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|-----|---------------------------------|--|-------|--|
| 14. | Accountant | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 15. | Assistant Enforcement Inspector | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 16. | Accounts Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 17. | Second Grade Mechanic | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 18. | Data Entry Operator | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 19. | Third Grade Mechanic | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 20. | Enforcement Checker | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 21. | Time Keeper | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 22. | Car Washer | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

URBAN AFFAIRS

- 16.43 Formerly known as Town & Country Planning Department, the function and objectives of Urban Affairs Department are primarily focused on planning, development and proper management of the urban areas in the State. The Department is responsible for the provision of infrastructure in the urban areas, with special emphasis on improvement of civic amenities and improvement of the quality of life of the urban poor.
- 16.43.1 The Directorate of Urban Affairs is under the charge of the Director, who is assisted by a Joint Director and other officials. At the District Level, there are the District Urban Planner and the Executive Engineer based at Shillong, Tura, and Jowai and the Assistant Engineer in other Districts. While the primary function of the District Urban Planner is preparation of Master Plans and Development Plans, the Executive Engineer are required to execute them. The Urban Affairs Department is the Nodal Department for statutory agencies like the Meghalaya Urban Development Authority and the Municipal Boards and also for the New Shillong Township Development Agency which was setup as a Society to plan and develop the New Shillong Township.
- 16.43.2 The Meghalaya Diploma Engineers' Service Association sought for parity of the pay scale of the Assistant Engineer (Investigation and Design) of the Department, who is a non-Degree Holder drawing ₹ 16300 – 31860 with other Assistant Engineers, i.e., at ₹ 17000 – 33690. They informed that the educational qualification prescribed for the post of Assistant Engineer is B.E. and appointment to this post is 70% by direct recruitment and 30% by promotion. At present 1(one) post is held by a Diploma Holder drawing the non-B.E. pay scale of ₹ 16300 – 31860.
- 16.43.3 The Commission suggests that the Department may amend the Service Rules, to put a minimum qualification for appointment by promotion, as two different scales for the same post is neither healthy nor reasonable. **The Commission recommends that the present incumbent be allowed to draw pay at the Pay Level – 15, personal to him, till his retirement or exit.**
- 16.43.4 **The Commission further recommends that all Assistant Engineers, whether direct recruits Degree Holders or promoted Junior Engineers should be placed on the same pay, that is, Pay Level – 15 of the Revised Pay Structure.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|-------------------------|--|--|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Director | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Joint Director | 26700-800-33100-1000-42100 | L - 19 | |
| 3. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 4. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 5. | District Urban Planner | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Architect | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 7. | Research Officer | 18300-500-21800-EB-650-27000-810-35100 will apply if the entry qualification is identical with those in the Planning/ Finance (EA) Department 17000-470-20290-EB-560-25330-760-33690 | L - 16 L - 15 | |
| 8. | Assistant Urban Planner | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Assistant Architect | 17000-470-20290-EB-560-25330-760-33690 (For B.Arch Degree Holder) 16300-410-19170-EB-530-23940-720-31860 (For others) | L - 15 (For B.Arch Degree Holder) L - 14 (For others) | |

| | | | | |
|-----|---|---|---|---------------------------|
| 11. | Assistant Engineer (Investigation & Design) | 17000-470-20290-EB- 560-25330-760-33690 (For B.E. Degree Holders) 16300-410-19170-EB- 530-23940-720-31860 (For non B.E. Graduates) | L - 15 (Personal to present incumbent) | (Para .16.43.3 refers) |
| 12. | Assistant Research Officer | 14700-370-17290-EB- 480-21610-650-28760 | L - 12 | |
| 13. | Junior Engineer | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 14. | Surveyor Grade I | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 15. | Planning Draughtsman Grade I | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 16. | Cartographer | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 17. | Research Assistant | 14100-350-16550-EB- 460-20690-620-27510 | L - 11 | |
| 18. | Assistant Cartographer | 12000-300-14100-EB- 390-17610-530-23440 | L - 9 | |
| 19. | Surveyor Grade II | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 20. | Sub-Engineer Grade II | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 21. | Planning Draughtsman Grade II | 10600-270-12490-EB- 340-15550-470-20720 | L - 7 | |
| 22. | Investigator | 9200-230-10810-EB- 300-13510-410-18020 | L - 5 | |
| 23. | Tracer | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 24. | Section Assistant | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 25. | Record Keeper | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |

WATER RESOURCES

- 16.44 The Department of Water Resources was created on 25th August, 2009 by up-gradation of the Directorate of Irrigation, which was under the Department of Agriculture. With the creation of the full-fledge Water Resources Department, the functions of the Department includes medium irrigation, Flood Control and Flood Management Works, Repair, Renovation and Restoration of Water Bodies, awareness and knowledge of water resources, promotion of water use efficiency, water quality management and water resource regulation besides implementation of Minor Irrigation Projects, Command Area Development and Water Management Programme, Conducting Minor Irrigation Census, etc. the Department is headed by the Principal Secretary/Commissioner & Secretary who is assisted by other officers.
- 16.44.1 At the Directorate level, the Chief Engineer is the head, who is assisted by the Additional Chief Engineer, Deputy Chief Engineer and Executive Engineer. There are Superintending Engineers at the Circle Level, Executive Engineers at the Divisional/District level and Assistant Engineers at the Sub-Divisional level.

Recommended Pay Levels

| Sl. No. | Name of service or post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|----------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Chief Engineer | 31300-940-37880-1110-46760 | L - 21 | |
| 2. | Additional Chief Engineer | 28700-860-35580-1050-43980 | L - 20 | |
| 3. | Deputy Chief Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 4. | Superintending Engineer | 26700-800-33100-1000-42100 | L - 19 | |
| 5. | Executive Engineer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 6. | Assistant Agronomist | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 7. | Sub-Divisional Officer -TC | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |

| | | | | |
|-----|------------------------------------|---|--------|--|
| 8. | Assistant Engineer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 9. | Accounts Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 10. | Junior Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 11. | Overseer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 12. | Sectional Officer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 13. | Subordinate Engineer Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 14. | Draughtsman Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 15. | Junior Technical Assistant Grade I | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 16. | Overseer Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 17. | Surveyor | 10600-270-12490-EB-340-15550-470-20720 (For Certificate holders) | L - 7 | |
| 18. | Subordinate Engineer Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 19. | Draughtsman Grade II | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 20. | Computer Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 21. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 22. | Overseer Grade III | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 23. | Sectional Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 24. | Mechanic Grade II | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 25. | Tracer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

Report of the Fifth MPC

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|-----|---------------------|--|-------|---|
| 26. | Electrician | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 27. | Plumber | 8300-210-9770-EB- 270-12200-370-16270 | L - 4 | |
| 28. | Power Pump Operator | 7700-190-9030-EB- 250-11280-340-15020 | L - 3 | |
| 29. | Blue Printer | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |
| 30. | Khalasi | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |
| 31. | Chainman | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |
| 32. | Camp Guard | 6500-160-7620-EB- 210 -9510-290-12700 | L - 1 | |

ASSEMBLY SECRETARIAT

- 16.45 The Assembly Secretariat has an independent status and functions as its own Administrative Department. Its primary function is to deal with all Legislative and Committee matters of the Meghalaya Legislative Assembly. It consists of the Legislation Branch, Establishment Branch, Committee Branch, Accounts Branch, Nazarat Branch, MLA Hostel Branch, Library Branch, Watch & Ward Branch and Issue Branch. The Assembly Secretariat is headed by their Principal Secretary/Commissioner & Secretary, who is assisted by other Officers.
- 16.45.1 The Commission was informed that though the Manager is the head of the Assembly Press and his duties and responsibilities are higher than the post of Assistant Director of Printing & Stationery Department, and almost identical to that of the Head of Department, there is no scope for promotion at all and the pay scale is much less than the pay scale of the Head of Department and is equated to the Assistant Director of Printing & Stationery Department (₹ 20700 – 36650). A request has been made that the pay scale of the post be raised to that of Director level (₹ 31300 – 46760).
- 16.45.2 The Commission notes that the pay scale of the post was up-graded by Finance Department in the year 2014 from ₹ 17000 – 33690 to ₹ 20700 – 36650, which is equivalent to Assistant Director of Printing & Stationery and other posts of Assistant Head of Department, and the post next below is that of Foreman in the pay scale of ₹ 14700 – 28760, which is equivalent to Foreman in Government Press.
- 16.45.3 **The Commission recommends the Pay Level – 18 for the post of Manager of the Assembly Press.**
- 16.45.4 The Staff of Reporting Branch, (Debates) Editing submitted that the Branch is shouldered with greater job responsibility, heavy workload and accountability. They requested for up-gradation of the post of Chief Reporter to that of Deputy Secretary/Additional Director and OSD (Debates) to Joint Secretary/Director and up-gradation of pay scale of Grade I Reporter from the existing ₹ 18300 – 35100 to ₹ 20700 – 36650 and that of Senior Grade Reporter be retained at ₹ 23300 – 39270, as enjoyed by the present incumbent without affecting the future promotees.
- 16.45.5 On examination of the issue in detail, the Commission finds that a long term solution has been provided in the Meghalaya Services (ROP) Rules, 2009 for the Reporting Branch. According to the provision in the Pay Schedule appended to the aforesaid Rules the pay scale of ₹ 23300 – 39270 has been allowed to the present incumbent Senior Grade Reporters only while those promoted in future are to draw the pay scale of ₹ 20700 – 36650. **Status quo may, therefore, be maintained.**

Recommended Pay Levels

| Sl. No | Name of service or post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|----------------|--------------------------------------|---|--|---------|
| (1) | (2) | (3) | (4) | (5) |
| GENERAL | | | | |
| 1. | Secretary | 35300-1060-41660-1220-48980 | L - 22 | |
| 2. | Commissioner & Secretary | 35300-1060-41660-1220-48980 | L - 22 | |
| 3. | Additional Secretary | 31300-940-37880-1110-46760 | L - 21 | |
| 4. | Joint Secretary | 28700-860-35580-1050-43980 | L - 20 | |
| 5. | Deputy Secretary | 26700-800-33100-1000-42100 | L - 19 | |
| 6. | Officer on Special Duty (Debates) | 26700-800-33100-1000-42100 | L - 19 | |
| 7. | Special Officer | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 8. | Under Secretary | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 9. | Chief Reporter | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 10. | Senior Grade Reporter | 23300-700-27500-830-32480-970-39270 (For present incumbents only) 20700-620-24420-730-29530-890-36650 | L - 18 (For present incumbent only) L - 17 | |
| 11. | Grade I Reporter | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 12. | Private Secretary to Hon'ble Speaker | 18300-500-21800-EB-650-27000-810-3510 | L - 16 | |
| 13. | Committee Officer | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |

| | | | | |
|-----|-------------------------------|--|--------|--|
| 14. | Superintendent | 18300-500-21800-EB-650-27000-810-35100 | L - 16 | |
| 15. | Law Officer | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 16. | System Manager | 17000-470-20290-EB-560-25330-760-33690 | L - 15 | |
| 17. | Librarian | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 18. | Assistant Research Officer | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 19. | Marshal | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 20. | Deputy Marshall | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 21. | Assistant Superintendent | 15700-390-18430-EB-510-23020-690-30610 | L - 13 | |
| 22. | Assistant System Manager | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 23. | Subordinate Engineer | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 24. | Upper Division Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 25. | Cashier | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 26. | Watch & Ward Officer | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 27. | Steno Grade II | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 28. | Senior Watch & Ward Assistant | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 29. | Assistant Librarian | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 30. | Lower Division Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 31. | Senior Grade Typist | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

Report of the Fifth MPC

| | | | | |
|-----|---------------------------------|--|---|---|
| 32. | Electrical Supervisor | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 33. | Data Entry Operator | 10600-270-12490-EB-340-15550-470-20720 (Graduate with 1½ year Diploma in Computer Applications/Science) 9900-250-11650-EB-320-14530-440-19370 (Graduates with no Diploma in Computer Applications/Science) 9200-230-10810-EB-300-13510-410-18020 (For others) | L - 7 (Graduate with 1½ years Diploma in Computer Applications/ Science) L - 6 (Graduate with no Diploma in Computer Applications/ Science) L - 5 (For Others) | |
| 34. | Steno Grade III | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 35. | Receptionist | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 36. | Intercom Operator | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 37. | Caretaker | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 38. | Library Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 39. | Mechanic | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| 40. | Typist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 41. | Junior Watch & Ward Assistant | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 42. | Electrician | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | To be re-designated as Senior Electrician (Chapter 14 refers) |
| 43. | Electrician -cum-Sound Operator | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |

| | | | | |
|-----|---------------------|--|--|--|
| 44. | Driver | 8300-210-9770-EB-270-12200-370-16270 (Senior Grade) (Drivers with a minimum of 8 yrs of satisfactory service and subject to passing of the Departmental Test are eligible to be placed in this Grade). 7700-190-9030-EB-250-11280-340-15020 (Junior Grade) | L - 4 (Senior Grade) (Drivers with a minimum of 8 yrs of satisfactory service and subject to passing of the Departmental Test are eligible to be placed in this Grade). L - 3 (Junior Grade) | |
| 45. | Jamadar Orderly | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 46. | Duftry | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 47. | Lift Operator | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 48. | Head Mali | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 49. | Telephone Operator | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 50. | Water Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 51. | Library Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 52. | Peon | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 53. | Mali | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 54. | Chowkidar | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 55. | Member Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 56. | Hot Water Attendant | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

Report of the Fifth MPC

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|-------------------|--------------------------|---|--------|------------------------|
| 57. | Sweeper | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 58 | Bus Helper | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 59. | Stocker | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 60. | Supplier | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 61. | Electrical Helper | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| 62. | Cleaner | 6500-160-7620-EB-210 -9510-290-12700 | L - 1 | |
| PRESS WING | | | | |
| 63. | Deputy Director | 23300-700-27500-830-32480-970-39270 | L - 18 | |
| 64. | Manager | 20700-620-24420-730-29530-890-36650 | L - 18 | (Para. 16.45.3 refers) |
| 65. | Foreman | 14700-370-17290-EB-480 -21610-650-28760 | L - 12 | |
| 66. | Senior Reader | 14700-370-17290-EB-480 -21610-650-28760 | L - 12 | |
| 67. | Section Holder | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 68. | Junior Reader | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 69. | Electrician-cum-Mechanic | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 70. | DTP Operator | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 71. | Upper Division Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 72. | Junior DTP Operator | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 73. | Revisor | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |

| | | | | |
|-----|---|--|-------|--|
| 74. | Plate Developer cum Metal Plate Printer | 12000-300-14100-EB-390-17610-530-23440 | L - 9 | |
| 75. | Lower Division Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 76. | Copy Holder | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 77. | Offset Printer | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |
| 78. | Junior Offset Printer | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 79. | Receptionist | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |
| 80. | Binder Grade I | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 81. | Binder Grade II | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 82. | Counter | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 83. | Cleaner | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 84. | Sweeper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 85. | Chowkidar | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 86. | Peon | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

MEGHALAYA PUBLIC SERVICE COMMISSION

- 16.46 The Meghalaya Public Service Commission came into existence on 14th September, 1972 with the task of conducting written competitive examinations and interviews for recruitment to services/posts under the State. The role and function of the Public Service Commission are specified in Article 320 of the Constitution of India.
- 16.46.1 The Commission also conducts half-yearly departmental examination in respect of certain services of the State when the concerned Service Rules so prescribe, advises on the suitability of officers for appointment on promotion as well as transfer on deputation, disciplinary cases relating to Civil Services and matters relating to grant of extra-ordinary pension, re-imbursment of legal expenses, etc.
- 16.46.2 The Commission consists of a Chairman and four Members who hold office for a term of six years from the date they enter office or until they attain the age of 62 years, whichever is earlier. The Commission is assisted by the Secretary, Deputy Secretary and Controller of Examinations.

Recommended Pay Levels

| Sl. No. | Name of service or post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------|---------------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| 1. | Secretary | Borne on IAS/MCS Cadre | Borne on IAS/MCS Cadre | |
| 2. | Chief Controller of Examination | Borne on MCS Cadre | Borne on MCS Cadre | |
| 3. | Controller of Examination | 26700–800–33100–1000–42100 | L – 19 | |
| 4. | Deputy Secretary (Headquarters) | 26700–800–33100–1000–42100 | L – 19 | |
| 5. | Under Secretary (Tura Cell) | 23300–700–27500–830–32480–970–39270 | L – 18 | |
| 6. | Superintendent | 18300–500–21800–EB–650–27000–810–35100 | L – 16 | |
| 7. | Assistant Superintendent | 15700–390–18430–EB–510–23020–690–30610 | L – 13 | |

| | | | | |
|-----|---|--|--|--|
| 8. | Upper Division Assistant-cum-Accountant-cum-Cashier | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 9. | Upper Division Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 10. | Stenographer Grade II | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 11. | Lower Division Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 12. | Typist | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| 13. | Driver | 8300-210-9770-EB-270-12200-370-16270 (Senior Grade) 7700-190-9030-EB-250-11280-340-15020 (Junior Grade) | L - 4 (Senior Grade) L - 3 (Junior Grade) | |
| 14. | Record Keeper-cum-Record Sorter | 7700-190-9030-EB-250-11280-340-15020 | L - 3 | |
| 15. | Duftry | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 16. | Jamadar | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 17. | Peon | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 18. | Chowkidar | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 19. | Cleaner | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 20. | Sweeper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |

COMMON CATEGORIES OF POSTS

- 16.47 Posts of common categories exist at the Secretariat, the Directorates and the District & Subordinate Offices. They include Group ‘D’ posts of Peon, Chowkidar, Mali, Sweeper, Duftry, Jamadar, etc., posts of Driver, Typist, Stenographers, Ministerial Staff of the Directorates, District Establishment and Subordinate Offices namely, Lower Division Assistants, Upper Division Assistants and some others which have the same duties and responsibilities and common scales of pay. These posts are classified as “**Common Categories Posts**” for the reason that they are common to all Departments of the Government.
- 16.47.1 **The Commission examined the submissions made by the Ministerial Employees Service Associations as well as that of the Group ‘D’ Employees for enhancement of their pay scales and recommends that status quo be maintained.**

Recommended Pay Levels

| Sl. No. | Name of Service or Post | Existing scale of pay (₹) | Revised Pay Structure (Level in Pay Matrix) | Remarks |
|---------------------------------|--------------------------|--|---|---------|
| (1) | (2) | (3) | (4) | (5) |
| <u>MINISTERIAL STAFF</u> | | | | |
| HEADS OF DEPARTMENT | | | | |
| 1. | Registrar | 16300-410-19170-EB-530-23940-720-31860 | L - 14 | |
| 2. | Superintendent | 14700-370-17290-EB-480-21610-650-28760 | L - 12 | |
| 3. | Supervisory Assistant | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 4. | Upper Division Assistant | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 5. | Lower Division Assistant | 9900-250-11650-EB-320-14530-440-19370 | L - 6 | |

| DISTRICT AND SUBORDINATE OFFICES | | | | |
|---|---|--|--------|--|
| 1. | Head Assistants in the Office of Deputy Commissioners/Sub-Divisional Officer(C) | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 2. | Head Assistant in other Subordinate Offices | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 3. | Supervisory Assistant, Office of Deputy Commissioners/Sub-Divisional Officers (C) | 13100-330-15410-EB-420-19190-580-25570 | L - 10 | |
| 4. | Supervisory Assistant in other District and Subordinate Offices | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 5. | Upper Division Assistant | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 6. | Lower Division Assistant | 9200-230-10810-EB-300-13510-410-18020 | L - 5 | |
| STENOGRAPHERS | | | | |
| 1. | Stenographer Grade II | 14100-350-16550-EB-460-20690-620-27510 | L - 11 | |
| 2. | Stenographer Grade III | 11300-280-13260-EB-360-16500-500-22000 | L - 8 | |
| 3. | Underqualified Stenographer | 8300-210-9770-EB-270-12200-370-16270 | L - 4 | |
| TYPISTS | | | | |
| 1. | Typist (Senior Grade) | 10600-270-12490-EB-340-15550-470-20720 | L - 7 | |

| | | | | |
|----------------|---|---|---|--|
| 2. | Typist (Ordinary Grade) | <u>For Grade – I</u> 11300–280–13260–EB–360–16500–500–22000 (60 words per Minute) Typists with a minimum of three years of qualifying service in Grade–II are eligible to appear in the Speed Test for Grade–I | L – 8 Typists with a minimum of three years of qualifying service in Grade II are eligible to appear in the Speed Test for Grade I | |
| | | <u>For Grade – II</u> 9900–250–11650–EB–320–14530–440–19370 (45 words per Minute) Typists with three years qualifying service in Grade–III are eligible to appear in the Speed Test for Grade–II | L – 6 Typists with three years qualifying service in Grade III are eligible to appear in the Speed Test for Grade II | |
| | | <u>For Grade–III</u> 8300–210–9770–EB–270–12200–370–16270 (30 words per Minute) | L – 4 | |
| DRIVERS | | | | |
| 1. | Drivers of Bull Dozers/ Autogradres/ Power Graders/ Tractors/Road Roller/ Power Winch/ Head Engine/Crane/ Caterpillar/Motor Grader/ | 9200–230–10810–EB–300–13510–410–18020 (For Senior Grade) Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in this Grade. | L – 5 (For Senior Grade) Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in this Grade. | |
| 2. | Senior Driver at Raj Bhavan | | | |
| 3. | Power Tiller Operator | 8300–210–9770–EB–270–12200–370–16270 (For Junior Grade) | L – 4 (For Junior Grade) | |

| | | | | |
|------------------------------|--|--|--|--|
| 4. | Driver of Trucks/Jeep | 8300-210-9770-EB-270-12200-370-16270 (For Senior Grade) | L - 4 (For Senior Grade) | |
| 5. | Car Operator of Compressor | Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in this Grade | Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in this Grade | |
| 6. | Junior Driver at Raj Bhavan | | | |
| 7. | Driver of Marboat | 7700-190-9030-EB-250-11280-340-15020 (For Senior Grade) | L - 3 (For Senior Grade) | |
| 8. | Operator of Crusher/ Granulator/ Concrete Mixer/ Out-board Engine and other Stationary Engines | Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in this Grade. | Drivers with a minimum of 8 years of satisfactory service and subject to passing of the Departmental test are eligible to be placed in this Grade. | |
| | | 7100-180-8360-EB-230-10430-310-13840 (For Junior Grade) | L - 2 (For Junior Grade) | |
| OTHER GROUP 'C' POSTS | | | | |
| 1. | Duftry | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 2. | Jamadar | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 3. | Head Cook | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |

Report of the Fifth MPC

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|------------------------|----------------|--------------------------------------|-------|--|
| 4. | Head Chowkidar | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 5. | Head Mali | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| 6. | Head Sweeper | 7100-180-8360-EB-230-10430-310-13840 | L - 2 | |
| GROUP 'D' POSTS | | | | |
| 1. | Chowkidar | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 2. | Chaprasi | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 3. | Cleaner | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 4. | Cook | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 5. | Dak Runner | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 6. | Handyman | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 7. | Jugali | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 8. | Messenger | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 9. | Peon | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 10. | Sweeper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 11. | Process Server | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 12. | Mali | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |
| 13. | Helper | 6500-160-7620-EB-210-9510-290-12700 | L - 1 | |