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**TELANGANA STATE BEVERAGES CORPORATION LIMITED**

*(An Undertaking of Government of Telangana)*

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**CIRCULAR-044**

Sub: TSBCL – Personnel - Implementation of Revised Pay Scales of 2015 to the Employees of TSBCL – Adoption of Government orders – Permission accorded by the Government - Orders issued – Reg:

Ref:

1. G.O.Ms.No.25, Fin. (HRM-IV)Deptt.dt.18-03-2015,(RPS-2015)
2. G.O.Ms.No.26, Fin.(HRM-IV)Deptt.,dt.18-03-2015 (D.A.)
3. G.O.Ms.No.27, Fin. (HRM-IV) Deptt.,dt.18-03-2015 (HRA)
4. G.O.Ms.No.28, Fin.(HRM-IV) Deptt.,dt.18-03-2015(CCA)
5. G.O.Ms.No.39 Fin. (HRM.IV) Deptt.dt.15-04-2015(Loans & Adv.)
6. G.O.Ms.No.37 Fin.(HRM.IV) Deptt.dt.10-04-2015(HBA)
7. G.O.Ms.No.38 Fin.(HRM.IV) Deptt.dt.15-04-2015 (AAS)
8. G.O.Ms.No.79,Fin.(HRM.IV)Deptt.dt.14-05-2015(Special Pay to Drivers)
9. G.O.Ms.No.47 Fin.(HRM.IV) Dept, dt.21-04-2015  
(Special Pays to the Assistant cum Typist and Stenographers)
- 10 G.O.Ms.No.76 Finance (HRM.IV) Department dated: 13-05-2015  
(LTC to Travel anywhere in India.)
11. G.O.Ms.No.60, Fin.(HRM.IV)Dept, dt.02-05-2015 (TA).
12. This Office Lr.No.A2/79/2014, Dt:20-06-2015 add. to Govt.
13. Lr.No.12192/Ex.II/2015-1, dt:09-07-2015 of Govt.

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The Corporation has extended the Revised Pay Scales of 1986 and subsequently Revised Pay Scales of 1993,1999 and 2005 to the regular employees of the Corporation after having permitted by the Government from time to time. Subsequently, the Revised Pay Scales-2010 were also extended as per the orders issued therein.

The Government of Telangana vide G.O.Ms.No.25, Finance (HRM-IV) Dept, dt.18-03-2015 at reference 1<sup>st</sup> cited, issued orders implementing Revised Pay Scales of 2015 to the employees of Government.

The Board of Directors in their 5<sup>th</sup> Board Meeting held on 06-06-2015 after detailed discussions resolved to adopt the RPS 2015 and related G.Os. for implementation of Revised Pay Scales of 2015 to the employees of the TSBCL and the arrears from 02-06-2014 to 28-02-2015, shall be paid after issuance of G.O. to the State Government employees and obtaining permission from the Administrative Department.

Accordingly, the Corporation submitted proposals to the Government vide this office letter at reference 12<sup>th</sup> cited, for according permission to adopt the Revised Pay Scales 2015 and related G.Os.

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The Government vide letter at reference 13<sup>th</sup> cited, permitted the Managing Director, Telangana State Beverages Corporation Limited, to adapt the Revised Pay Scales 2015 and related Government Orders to implement to the employees of the TSBCL, who are drawing the Pay Revision Scales of 2010, subject to fulfilment of the conditions as laid down by the Public Enterprises Dept., from time to time in the matter, i.e., G.O.Ms.No.3, Public Enterprises (III) Department, dt:04-05-2010.

Further, it has been requested to await the orders of the Government for payment of PRC arrears to the TSBCL employees and requested to take necessary action in the matter.

Accordingly, the Revised Pay Scales 2015 and revised rates of Dearness Allowance, House Rent Allowance, City Compensatory Allowance, Loans & Advances, House Building Advance, Automatic Advance Scheme, Special Pays to Drivers, Special pays to the Asst. Cum typists and Stenographer, Leave Travel Concession and Travelling Allowance Rules as per the G.Os at reference 1<sup>st</sup> to 11<sup>th</sup> cited are adopted and implemented to the regular employees of the Telangana State Beverages Corporation Limited as follows.

**I) REVISED PAY SCALES 2015:**

- 1) a) The Revised Master Scale shall be Rs. 13000-390-14170-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-110850(80).
  - b) The Revised scales of pay shall be as set out in **Annexure-I** to this Circular against each of the Correspondent existing pay scales specified therein.
  - c) The Revised Pay Scales, 2015 shall be deemed to have come into force on and from 01-07-2013. The monetary benefit shall be allowed from 02-06-2014.
  - d) The salary in the Revised Pay Scales, 2015 shall be paid in cash from the month of March, 2015.
  - e) As regards the arrears of salary in the Revised Pay Scales, 2015 from 02-06-2014 to 28-02-2015, orders will be issued separately after issuance of orders on payment of arrears of PRC by the Government.
  - f) Interim Relief paid from 01-01-2014 to 01-06-2014 shall not be recovered. Interim Relief paid for the period beyond 02-06-2014 shall be adjusted from the monetary benefit payable on account of implementation of Revised Pay Scales.
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- g) The Dearness Allowance as on 01-07-2013 i.e., 63.344% is merged.
- 2) The Pay of the Employee in the Revised Pay Scales 2015 shall be fixed w.e.f. 01-07-2013 or any other subsequent date in accordance with the option exercised.
  - 3) In respect of Employees who already enjoying the benefit of Automatic Advance Scheme the pay shall be fixed in the correspondent Revised Pay Scales of Automatic Advancement Grades.
  - 4) In case of employees who opt to continue in the existing pay scales, the Interim Relief shall cease to be paid with effect from 01-03-2015.
  - 5) The Interim Relief shall not be included as pay for the purpose of fixation in the Revised Pay Scales, 2015.
  - 6) The employees are entitled for five stagnation increments beyond the time scales in the Revised Pay Scales 2015. These stagnation increments shall be treated as increments for all purposes such as fixation of pay on promotion / Automatic Advancement Scheme.

**7) Principles for exercising option:**

- i) An employee hold a post on 01-07-2013, the Scale of which is revised may opt :
  - a. to remain in the existing scale of pay **or**
  - b. to draw pay in the Revised Pay Scales, 2015 either from 1<sup>st</sup> July 2013 for from the date of which he earns his next increment in the existing scale of pay, but not beyond 30-06-2014.
  - c. Employees whose date of increment in the existing scale happens to the 01-07-2013, shall be allowed option to get pay fixed in the Revised Pay Scales 2015 as indicated below:

Either based on the pay in the existing scale as on 01-07-2013 excluding the increment which is due on 01-07-2013.

**OR**

Based on the pay in the existing scale including the increment due on 01-07-2013.

- ii) An employee shall exercise his option with in a period of 6 moth from the date of issue of this Circular. The option once exercised shall be final.
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- 2) The Pay of the Employee in the Revised Pay Scales 2015 shall be fixed w.e.f. 01-07-2013 or any other subsequent date in accordance with the option exercised.
  - 3) In respect of Employees who already enjoying the benefit of Automatic Advance Scheme the pay shall be fixed in the correspondent Revised Pay Scales of Automatic Advancement Grades.
  - 4) In case of employees who opt to continue in the existing pay scales, the Interim Relief shall cease to be paid with effect from 01-03-2015.
  - 5) The Interim Relief shall not be included as pay for the purpose of fixation in the Revised Pay Scales, 2015.
  - 6) The employees are entitled for five stagnation increments beyond the time scales in the Revised Pay Scales 2015. These stagnation increments shall be treated as increments for all purposes such as fixation of pay on promotion / Automatic Advancement Scheme.

**7) Principles for exercising option:**

- i) An employee hold a post on 01-07-2013, the Scale of which is revised may opt :
  - a. to remain in the existing scale of pay **or**
  - b. to draw pay in the Revised Pay Scales, 2015 either from 1<sup>st</sup> July 2013 for from the date of which he earns his next increment in the existing scale of pay, but not beyond 30-06-2014.
  - c. Employees whose date of increment in the existing scale happens to the 01-07-2013, shall be allowed option to get pay fixed in the Revised Pay Scales 2015 as indicated below:

Either based on the pay in the existing scale as on 01-07-2013 excluding the increment which is due on 01-07-2013.

**OR**

Based on the pay in the existing scale including the increment due on 01-07-2013.

- ii) An employee shall exercise his option with in a period of 6 moth from the date of issue of this Circular. The option once exercised shall be final.

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iii) If an employee does not exercise his option in writing within the time specified shall be deemed to have opted to the Revised Pay Scales 2015 from 01-07-2013.

iv) If an employee exercises option to enter in to Revised Pay Scales 2015 from a date beyond 30-06-2014 such option shall be deemed to be invalid and shall be governed by Clause 7 (iii).

v) An employee shall exercise his option in respect of the post held by him on the 01-07-2013 and also in respect of each of the Lower post which he would have held on that day but for his holding the Higher Post.

vi) An employee shall exercise his option in writing in the Form specified in **Annexure-II** in triplicate.

vii) In a case where the date of increment in the existing scale of pay of an employee is altered or the circumstances that existed on the date of exercise of option are materially altered by any order, he may exercise a revised option within a period of one month from the date of receipt of the relevant order.

viii) Such of the employees who are either on leave or on deputation/Foreign Service or under suspension on the date of issue of these orders and could not join duty before the expiry of the last date for exercising option, are allowed to exercise option to the Revised Pay Scales, 2015 within a period of one month from the date of joining duty after the expiry of the leave or on return from deputation or reinstatement after suspension, as the case may be.

ix) An employee who retired on or after 1<sup>st</sup> July, 2013 but before the date of date of issue of Circular may exercise option within a period of six months from the date of receipt of the communication in that behalf by Corporate Office / IMFL Depot in which he was employed.

x) In the case of a Government employee who died while in service on or after the 1st July, 2013 or who expired before the last date for the exercise of option, his legal heirs may exercise option under clause 7 (ix).

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**8. Principles of fixation of pay in the Revised Pay Scales of 2015:**

- a) An amount representing 43% of basic pay shall be added to the existing emoluments.
- b) The D.A. as on 01-07-2013 i.e. 63.344% on basic pay shall be added to the basic pay.
- c) After the existing emoluments are increased, the pay shall be fixed in the RPS 2015 at the stage next above the amount of the existing emoluments as so increased irrespective whether the amount of the existing emoluments as so increased is a stage or not in the RPS 2015.

**Provided that :**

- i) If the amount of the existing emoluments as so increased is less than the minimum of the RPS 2015, the pay shall be fixed at the minimum of that scale.
- ii) if the amount of the existing emoluments as so increased is more than the maximum of the RPS 2015, the pay shall be fixed at maximum of that scale, the difference shall be treated as personnel pay to be absorbed in future rises in pay. If it could not be absorbed, it shall be continued to be paid till the date of cessation of duties.
- d) An employee who is on leave without leave salary on 01-07-2013, is entitled to get the pay fixed with effect from the date of entry into the Revised Pay Scales, 2015 and he shall be entitled for monetary benefit from the date of assumption of duty or 02-06-2014 whichever is later.
- e) An employee who is under suspension on 01-07-2013 is entitled to get his pay fixed in the Revised Pay Scales, 2015 from the date of entry into the Revised Pay Scales, 2015 based on the pay on the date preceding his suspension. However he shall continue to draw subsistence allowance based on the existing scale of pay. In case of reinstatement after 01-07-2013, the monetary benefit of Revised PayScales, 2015, accrues with effect from 02- 06-2014 or date of reinstatement whichever is later. His pay in the Revised Pay Scales, 2015 for the period of suspension shall be subject to final outcome of the decision on the period of suspension.

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f) Where an employee is covered by an order of stoppage of increments without cumulative effect on the date of entry into the Revised Pay Scales, 2015 and opted for the Revised Pay Scales, 2015 from a date which falls within the period during which the orders imposing the penalty of stoppage of increment is operative, his pay shall be fixed in the following manner:

(i) based on the actual pay drawn by him on the date of entry into the Revised Pay Scales, 2015; and

(ii) based on the presumptive pay, that is, the pay which he would have drawn on the date of entry into the Revised Pay Scales, 2015 but for stoppage of the increments.

He shall draw the pay as fixed under clause (i) above based on the pay drawn by him on that date of entry into the Revised Pay Scales, 2015 until the expiry of the period during which the order imposing the penalty of stoppage of increments is operative and the pay as fixed in clause (ii) above on the presumptive pay after the expiry of the period covered by the stoppage of increments.

**9)** The principles of fixation of pay in respect of officiating and temporary holders of posts shall be as specified in the G.O.

**10)** Fixation of pay of an Employee shall be done in the prescribed format at **Annexure-III**,

**11) Date of next increment in the Revised Pay Scales, 2015:**

The next increment of an employee whose pay in the Revised Pay Scales of 2015 is fixed on 1st July, 2013 in accordance with the principles shall be on the date on which he would have drawn his increment had he continued in the existing scale of pay.

**Provided that-**

(i) in the case of employees whose date of increment is 01.07.2013 and who opt to get pay fixed without getting increment on 01.07.2013 in the existing scales, the next increment shall be allowed in the Revised Pay Scales, 2015 with effect from

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01.07.2013 after the pay is fixed with effect from 01.07.2013 in the Revised Pay Scales, 2015.

(ii) in the case of employees whose date of increment is 01.07.2013 and who opt to get pay fixed after getting increment on 01.07.2013 in the existing scale, the next increment shall be allowed in the Revised Pay Scales, 2015 on completion of the service required to earn increment.

(iii) in the case of employee whose pay in the Revised Pay Scales, 2015 is fixed on the 1st July, 2013 at the same stage as that fixed for another Government employee junior to him in the same cadre, and drawing pay at a lower stage than his pay in the existing scale of pay, prior to that date, the next increment shall be deemed to have accrued on the same date as admissible to his junior, if the date of increment of the junior is earlier.

(iv) in the case of employee whose pay is fixed, the date of next increment shall accrue on the date on which his junior gets his increment in the Revised Pay Scales, 2015.

(v) in the case of Government employee who has reached maximum of the pre-revised scale and has exhausted all the stagnation increments beyond the maximum of the time scale and stagnated for less than one year on 1<sup>st</sup> July, 2013, the next increment shall be allowed on completion of one year from the date on which he has reached that stage.

(vi) in the case of employee who has reached maximum of the pre-revised scale and has exhausted all the stagnation increments beyond the maximum of the scale and stagnated for more than one year on 01.07.2013, the next increment shall be allowed on 01.07.2013.

**11.** In the event of stagnation, **five stagnation increments** shall be allowed beyond the time scale in the Revised Pay Scales, 2015. These stagnation increments shall be treated as regular increments for all purposes such as fixation of pay on promotion/Automatic Advancement Scheme.

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**II. DEARNESS ALLOWANCE:**

The rates of Dearness Allowance are revised as follows as per the orders issued in the G.O. 2<sup>nd</sup> cited, above .

<b>Revised rates of Dearness Allowance in the Revised Pay Scales ,2015</b>		
<b>Date of effect</b>	<b>Dearness Allowance</b>	<b>Dearness Allowance(cumulative)</b>
01.01.2014	5.240%	5.240%
01.07.2014	3.668%	8.908%

**III. HOUSE RENT ALLOWANCE:**

The rates of House Rent Allowance are revised w.e.f. 02-06-2014 as follows as per the orders issued in the G.O. 3<sup>rd</sup> cited above.

<b>CITIES AND TOWNS</b>	<b>Rate of House Rent Allowance</b>
Hyderabad and Secunderabad classified as A1 City and areas falling within the jurisdiction of Greater Hyderabad Municipal Corporation.	<b>30%</b> of Basic Pay (where the population is more than 50 lakhs)
Karimnagar, Khammam, Mahaboobnagar, Nizamabad, Ramagundam, Warangal.	<b>20%</b> of Basic Pay (where the population is more than 2 lakhs)
(1)Adilabad (2)Kagaznagar (3)Nirmal (4)Bellampalle (5)Mandamarri (6)Mancherial (Adilabad District) (7) Bodhan (8) Karr areddy (9) Armur (Nizamabad District) (10)Sircilla (11) Jagityal (12)Koratla (13)Metpalli (Karimnagar District) (14)Siddipet, (15) Zahirabad (16) Sangareddy (Medak District (17)Vikarabad (18)Tandur (RR District) (19) Wanaparthy (20)Gadwal (Mahabubnagar District) (21) Nalgonda (22) Miryalaguda (23)Suryapet (24)Bhongir (Nalgonda District) (25) Jangaon (Warangal District) (26) Palwancha (27) Kothagudem (Khammam District.	<b>14.5%</b> of Basic Pay (where the population is more than 50000 and less than 2 lakhs)
All other places	<b>12%</b> of Basic Pay where the population is less than 50000

- a. The existing House Rent Allowance ceiling of Rs.12,000/- is enhanced to Rs.20,000/- per month in respect of employees

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working in the offices in the limits of Greater Hyderabad Municipal Corporation.

- b. For other places, the House Rent Allowance ceiling of Rs.8,000/- is enhanced to Rs.15,000/- per month.
- c. The payment of House Rent Allowance at the rates applicable to the places located within the periphery of 8 KMs from the towns / cities concerned based on the Notification issued by the District Collector concerned shall continue.

**IV. CITY COMPENSATORY ALLOWANCE:**

The rates of City Compensatory Allowance are revised w.e.f. 02-06-2014 as follows as per the orders issued in the G.O. 4<sup>th</sup> cited above.

Revised Pay Range (RPS 2015)	Greater Hyderabad Municipal Corporation	Municipal Corporations of Karimnagar, Khammam, Nizamabad, Ramagundam and Warangal.
Pay Up to Rs.16,400/-	400/-	200/-
Pay above Rs.16,400/- and up to Rs.28,940/-	600/-	300/-
Pay above Rs.28,940 and Up to Rs.37,100	700/-	350/-
Pay above Rs.37,100/-	1000/-	500/-

**V. LOANS AND ADVANCES:**

The Loans and Advances and its ceilings of Motor Car, Motor Cycle / Scooter, Mopped/ Bicycle, Marriage Advance, Personal Computer Advance, Festival Advance, Special Festival Advance, Educational Advance, to the different categories of employees are enhanced as hereunder, with effect from 01-04-2015, as per the orders issued in the G.O. 5<sup>th</sup> cited.

S. No.	Nature of Loan	Pay Ranges in Revised Pay Scales, 2015	Enhanced Ceiling Amount in Rupees	Eligibility	Maximum monthly instalments for recovery Prl. Int	Rate of Interest
1.	Motor Car Advance	Employees drawing basic pay of Rs. 37,100/- and above	6,00,000/-	Either 15 months' basic pay or actual cost of vehicle or Rs. 6 lakhs whichever is less	135 65	For Class IV employees @ 5.00% p.a. For others @ 5.50% p.a.
2.	Motor	Employees drawing	80,000/-	Either 7 times of basic	80 16	For Class IV

	Cycle/Scooter	basic pay of Rs. 22,460/- p.m. and above		pay or actual cost of vehicle or Rs. 80,000/- whichever is less.		employees @ 5.00% p.a For others @ 5.50% p.a
3.	Moped Advance	Employees drawing basic pay of Rs. 16,400/- p.m. and above, and for all drivers who have completed 2 years of service irrespective of their pay as above	35,000/-	Either 7 times of basic pay or actual cost of vehicle or Rs. 35,000/- whichever is less	60 16	For Class IV employees @ 5.00% p.a. For others @ 5.50% p.a.
4.	Bicycle Advance	-	10,000/-	Actual cost of Bicycle or Rs. 10,000/- whichever is less (All employee including Class-IV, except to those for whom advance for the purchase of Motor Car/Motor Cycle/Moped was sanctioned earlier)	26 4	For Class.IV employee @ 5.00% p.a. For others @ 5.50% p.a.
5.	Marriage Advance	-	Either 15 months pay or Rs. 75,000/- whichever is less for Class.IV employees. 1,25,000/- or Either 15 months pay or Rs. 1,25,000/- which ever is less for others.  Either 15 months pay or Rs. 1,00,000/- whichever is less for Class.IV employees. Either 15 months pay or Rs. 2,00,000/- whichever is less for others.	For the Marriage of Male employees themselves or for the marriage of sons of the male/female employees  For the marriage of Female employees themselves or for the marriage of daughters of the male/female employees.	70 10	For Class.IV employee @ 5.00% p.a For others @ 5.50%
6	Personal Computer Advance	Employees drawing basic pay of Rs. 16,400/- and above (Judicial Officers are not eligible)	50,000/-	Actual cost of the Personal Computer or Rs. 50,000/- whichever is less	135 65	For Class IV employee @ 5.00% p.a For Others @ 5.50% p.a.
7	Festival Advance	Class-IV employees  For other than Class. IV Employees	5,000/-	Once in a financial year	10 equal instalments	Interest fee

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		drawing pay in the scale of pay in the scale of pay of Rs. 13360-38390 or below	7,500/-			
8	Special Festival Advance	a. Category-A Officer b. Category-B Officers c. Category-C employees	7,500/- 6,000/- 4,500/-	Once in a financial year	10 equal instalments	Interest free
9	Education Advance	Category-B and C employees	7,500/-	Once in the academic year	10 equal instalments	Interest free

All other conditions governing the sanction of Loans and Advances under the existing Rules will continue.

#### VI. HOUSE BUILDING ADVANCE:

The existing ceilings of House Building Advance for the purchase of ready built house/flat, for purchase of site-cum-construction of new house/flat and for the construction of new house/flat on the site already owned by the employee are enhanced hereunder, w.e.f. 01-04-2015 as per the orders issued in the G.O.6<sup>th</sup> cited.

S. No.	Pay Ranges in Revised Pay Scales, 2015	Enhanced Maximum Ceiling	Eligible Amount	Rate of Interest
1.	Employees drawing basic pay upto Rs. 26,600/- per month	Rs. 10.00 lakhs	Rs. 10.00 Lakhs or 72 times of basic pay, whichever is less	For Class.IV employees @ 5.00% p.a For others @ 5.50% p.a.
2.	Employees drawing basic pay above Rs. 26,600/- p.m. and upto 42,490/- p.m.	Rs. 12.30 Lakhs	Rs. 12.30 Lakhs or 72 times of basic pay, whichever is less	-Do -
3.	Employees drawing basic pay above Rs. 42,490/- p.m. and upto Rs. 61,450/-	Rs. 15.00 Lakhs	Rs. 15.00 Lakhs or 72 times of basic pay, whichever is less	-Do -
4.	Employees drawing basic pay above Rs. 61,450/-	Rs. 20.00 Lakhs	Rs. 20.00 Lakhs or 72 times of basic pay, whichever is less	-Do -

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The existing ceiling of the House Building Advance for repairs / extension etc., is also enhanced to twenty times of basic pay in the Revised Pay Scales, 2015 or Rs. 4.00 Lakhs, whichever is less.

The Loan /Advance for purchase of house site shall be ten times of basic pay in the Revised Pay Scales, 2015 or Rs. 2.00 Lakhs, whichever is less.

The recovery pattern shall be as follows:

- 1) House Building Advance : 300 monthly instalments, i.e. 240 principal + 60 interest
- 2) Repairs : 90 monthly instalments, i.e. 75 principal + 15 interest
- 3) House site : 72 monthly instalments, i.e. 60 principal + 12 interest.

Penal Interest will be charged at double the rate of normal interest in case the advance is mis-utilised or not utilized at all and at 1 ½ times the normal rates for non-compliance with formalities.

All other conditions governing the sanction of House Building Advance under the existing Rules will continue.

#### **VII. AUTOMATIC ADVANCEMENT SCHEME:**

The Government vide G.O.Ms.No. 38 Finance (HRM.IV) Department dated: 15-04-2015 issued orders continuing the existing Special Grade, SPP IA/ SAPP IA/ SPP IB/ SAPP IB/SPP-II/SAPP-II with the Special Grade after 6 years, SPP-IA/SAPP-IA after 12 years, SPP-IB/SAPP-IB after 18 years and SPP-II/SAPP-II after 24 years with effect from 01-07-2013 and the same is adopted and implemented to the regular employees as per the provisions envisaged therein.

#### **SPECIAL PAY TO DRIVER :**

The Special Pay to Drivers is enhanced from Rs.350/- per month to Rs.500/- per month with effect from 01-05-2015 as per the G.O.Ms.No.79 Finance (HRM.IV) Department dated: 14-05-2015.

#### **SPECIAL PAY TO ASSISTANT CUM TYPIST / STENOGRAPHER / PS TO MD :**

The Special Pays to the Assistant cum Typist and Stenographers and P.S to M.D. are enhanced with effect from 01-04-2015 as detailed below as per the G.O.Ms.No.47 Finance (HRM.IV) Department dated:21-04-2015.

- a) Higher Grade in English from Rs.150/- to Rs.300/-
  - b) Higher Grade in English & Shorthand from Rs.170/- to Rs.340/-
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**LEAVE TRAVEL CONCESSION (LTC) TO TRAVEL ANY WHERE IN INDIA:**

The regular Employees of the Corporation are permitted to Travel anywhere in India on Leave Travel Concession once in entire service during second block period up to a Maximum distance of 3500 Kms to and fro, and subject to restricting the claim to Rs.18,750/- with effect from 01-05-2015 as per the G.O.Ms.No.76, Finance (HRM.IV) Department dated: 13-05-2015.

**TRAVELLING ALLOWANCE ON TOUR :**

The rates of Travelling Allowance and Daily Allowance while on official Tour, Lodging Charges at various places within the State and outside the State, Travel by Train / Buses of TSRTC, payment of Conveyance charges, Mileage Allowances for using own conveyance are revised with effect from 01-05-2015 or commenced prior to 01-05-2015 and continued beyond 01-05-2015 as per the G.O.Ms.No.60, Finance (HRM.IV) Department, dated:02-05-2015 which are given as under.

**Rates of Daily Allowance:**

- 1) The classification of officers into Categories and the rates of Daily Allowance admissible within and outside the State shall be as indicated below:

Grade	D.A. for tours within the State		D.A. for tours to any place outside the State	
	Existing	Revised	Existing	Revised
<b>Category-A</b> Rs.49870-100770 & above	Rs.300/-	Rs.450/-	Rs.400/-	Rs.600/-
<b>Category-B</b> Rs.28,940-78,910 and upto and inclusive of Rs.46060-98440	Rs.200/-	Rs.300/-	Rs.300/-	Rs.450/-
<b>Category-C</b> Rest of the employees	Rs.150/-	Rs.225/-	Rs.200/-	Rs.300/-

- 2) The Pay Scales assigned for Automatic Advancement Scheme shall not be taken into account for determination of Category of employees. Only the Pay Scales attached to the posts shall be taken into account for determination of the Category of such employees who perform the tours.
- 3) All Employees are eligible to draw full daily allowance for the entire duration of their official tour.
- 4) **Enhancement of the maximum amount of reimbursement of Lodging charges at various places within the State and outside**

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**the State.**

i) The employees visiting, Warangal and Hyderabad/Secunderabad on official duty shall be reimbursed the actual Lodging Charges paid by them subject to the maximum limits as indicated below.

**Rates of reimbursement**

a) Category-A - not exceeding	Rs.500/-
b) Category-B -not exceeding	Rs.300/-
c) Category-C -not exceeding	Rs.200/-

ii) Similarly the employees visiting places outside the State on official duty are eligible, for the reimbursement of lodging charges, actually paid by them, subject to the maximum limits indicated below.

Categories	At Municipal Corporations either within the state or outside the state except those cities mentioned in columns (3) & (4) (Rs.)	At Hyderabad/ Secunderabad (Rs.)	At Delhi, Mumbai, Chennai, Kolkota, Bengaluru (Rs.)
(1)	(2)	(3)	(4)
A	500	750	875
B	300	450	525
C	200	300	350

iii) The employees visiting various places either within the State or outside the State on official duty shall be eligible for reimbursement of Lodging Charges actually paid by them subject to the maximum amounts as indicated below.

Categories	At Municipal Corporations either within the state or outside the state except those cities mentioned in columns (3) & (4) (Rs.)	At Hyderabad/ Secunderabad (Rs.)	At Delhi, Mumbai, Chennai, Kolkota, Bengaluru (Rs.)
(1)	(2)	(3)	(4)
A	750	1000	1300
B	450	700	1000
C	300	450	700

iv) The reimbursement of Lodging Charges is subject to the following conditions.

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(i) On certification by the concerned touring officer that Government accommodation was not available.

(ii) Production of the original receipt from the Lodging House.

5. **Travel by Train:**

i) The employees drawing pay in the revised pay scale of **Rs.28940-78910** (corresponding to the existing scale of Rs.14860-39540) and above shall be eligible to travel by first class. All other employees shall be eligible to travel by second class.

ii) The Pay Scales assigned for Automatic Advancement shall not be taken into account for determination of the eligibility to travel by train. Only the Pay Scales attached to the posts shall be taken into account for determination of the eligibility to travel by train.

iii) As the railways have dispensed with first class in several trains, it is hereby ordered, that wherever first class is available in the train, the employees, who are eligible to travel by first class, may travel either in 1<sup>st</sup> class or in 2<sup>nd</sup> A.C. or in 3<sup>rd</sup> A.C. or in A.C. Chair car. If there is no first class in the train the employee may travel either in 2<sup>nd</sup> A.C. or in 3<sup>rd</sup> A.C. or in A.C. Chair car.

iv) The employees who are eligible to travel by second class may also travel by sleeper class.

v) It is decided that **not to allow the Tatkal charges except in cases of journeys between the originating station and the terminating station, that too in cases where there was no sufficient time for the employee to purchase the tickets in advance which should be certified by the controlling officer.**

vi) It is also decided to permit to reimburse the service charges actually spent by the employee, on production of proof of incurring of the expenses.

vii) The employees subject to their eligibility, are permitted to travel by all types of express trains i.e., Super Fast, Sampark kranti, Rajdhani, Satabdi, Garib Rach, 'Duranto' etc.

viii) These eligibilities are applicable in the case of journeys performed either on official tour or on transfer or in the case of journeys on official tour/transfer/Leave Travel Concession (LTC).

6. **Travel by Buses of T.S.R.T.C. :**

i. The employees belonging to Category, are permitted to travel by Air-conditioned buses of T.S.R.T.C., irrespective of whether the places are connected by rail or not.



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ii. Similarly, the employees belonging to Categories B and C are permitted to travel by T.S.R.T.C. buses of any type, **except by A.C. buses**, between the places connected by train also and claim the bus charges actually paid, without restricting the claim to the train fare by the eligible class.

iii. The Pay Scales assigned for Automatic Advancement Scheme shall not be taken into account for determination of eligibility to travel by A.C. buses of T.S.R.T.C.. Only the Pay Scales attached to the posts shall be taken into account for determining the eligibility.

iv. The journeys performed by private buses or hired taxies will not be entertained.

v. These eligibilities are applicable in the case of journeys performed either on official tour or on transfer or in the case of journeys connected with Leave Travel Concession.

7. **Payment of Conveyance Charges outside the State:**

i) Taxi / Auto charges incurred by the Government employees while on tour to any place outside the State, from the arrival point to the place of stay and 'vice-versa' are reimbursable to them subject to production of actual vouchers or a certificate of payment

ii) Employees shall also be eligible to claim actual taxi or Auto fare subject to a maximum of **Rs.600/-** per day for visiting the offices of the Government of India and Ministries or any other office, situated at the places outside the State, while on tour. A certificate to the effect that Government vehicle was not provided to them and they have engaged Taxi/Auto, shall be appended to the bill claiming the amount.

8. **Mileage Allowance for using own conveyances :**

i) The categories of employees, who are eligible to use and maintain their own Motor Car, Motor Cycle / Scooter, while on tour.

Category	Scales of pay of the employee	Nature of Conveyance permitted
(1)	Officers who are drawing pay in the revised scale of Pay of Rs.37,100-91,450 (Corresponding to Rs.19,050-45850) and above.	Motor Car
(2)	Officers who are drawing pay in the revised scale of Pay of Rs.25,140-73,270 and above but below the Revised scale of Pay of Rs.37,100-91,450.	Motor Cycle/ Scooter

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ii) The Pay Scales assigned for Automatic Advancement Scheme shall not be taken into account for determination of categories. Only the Pay Scales attached to the posts shall be taken into account for determination of the category.

iii) The rates of Mileage Allowance payable to the employees who are entitled to maintain and use their own conveyances are revised as follows.

1.	Employees who are entitled to use and maintain their own Motor Car.	a)	Rs.13/- per K.M. for Petrol driven vehicle.
		b)	Rs.9/- per K.M. for Diesel driven vehicle.
2.	Employees who are entitled to use and maintain their own Motor Cycle / Scooter.		Rs.5/- per K.M.

iv) Daily Allowance shall not be paid to the employees claiming the Mileage Allowance for their tours.

v) For the employees continuing in the Revised Scales of Pay, 2010, the classification of categories shall be the same as was in force prior to the introduction of Revised Scales of Pay, 2015,

All other conditions governing the sanction of House Building Advance under the existing Rules will continue.

Further, it is hereby order that the orders on payment of arrears on account of extension of Revised Pay Scales of 2015 for the period from 2-6-2014 to 28-2-2015 will be issued separately on issuance of the orders from the Government.

All the Chief Managers and Managers of IMFL Depots, in the Telangana State are requested to send the pay fixation proposals in respect of the regular employees working at IMFL Depots in the **Annexure -III** (enclosed) in duplicate together with the Service Books with updated entries for pre-audit and approval.

In case of any doubt/clarification, the matter may be referred to the Corporate Office.

The Drawing and Disbursing Officers of concerned shall be made responsible for any deviation from the above orders.

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The copies of G.O.s at references are enclosed herewith for information.

**Sd/-  
Managing Director.**

To  
All the regular employees at Corporate Office and IMFL Depots in the  
Telangana  
State

All the Chief Managers and Managers of IMFL Depots in the Telangana State.

All the Joint Collectors and EOEDs of IMFL Depots in the Telangana State.

CC: The General Manager (F&A), C.O., Hyderabad.

CC: All the General Managers at Corporate Office, Hyderabad.

CC: Accts. & Fin. Sec./EPF Sec./mf/oc.

//Attested by//

  
General Manager (P&A)

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**ANNEXURE-II**

**FORM FOR EXERCISING OPTION UNDER THE REVISED  
SCALES OF PAY 2015**

(\*)I, ..... holding the post of  
..... in the scale of Rs..... in  
the office of ..... do hereby elect to  
come under the Revised Pay Scales, 2015 with effect from 1st July, 2013 /  
date of my next increment on  
..... / 01.07.2013 with / without increment in the existing scale.\*\*

(\*)I, .....holding the post of  
..... in the scale of Rs..... in  
the office of the ..... do  
hereby elect to continue in the existing scale of pay.

The option hereby exercised is final and will not be modified at any  
subsequent date.

Date: Signature :  
Name :  
Station: Designation:  
Office in which employed.

Signed before me  
G.M(P&A) in case of C.O.  
C.M./Mgr. in case of IMFL Depots.  
(with date and stamp)

(\*) To be scored out, if not applicable. (\*\*) strike whichever is not  
applicable.

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Annexure-III

**TELANGANA STATE BEVERAGES CORPORATION LIMITED**

**Statement of Fixation of Pay under Revised Scales of Pay 2015  
(As per Govt.Cir.Memo.No.68/HRM.IV/2014, dt:04-04-2015)**

Sl.No.		(Amounts in Rupees)
	Note: 1. Separate statement should be prepared for fixation of pay in respect of substantive and officiating post. 2. In respect of employees holding Special Grade / Special Promotion Post Special Ad-hoc Promotion Post, fixation shall be in the corresponding relevant Revised Scales assigned to the post.	
1	Name of the employee	:
2	Designation of the post in which pay is to be fixed (the actual nomenclature of the post i.e., Ordinary / Special Grade / SPP-I A& IB/ SAPP-IA & IB/SPP-II/SAPP-II held by the employees is to be only mentioned)	:
3	Whether substantive or officiating	:
4	a) Whether the employee has opted to the Revised Pay Scales, 2015. b) Date on which option was exercised c) Date from which option was exercised to come over to the Revised Pay Scales, 2015 from 01.07.2013, or the date of next increment.	:
5	a) Existing Scale of Pay of the post on the date of entry into the Revised Pay Scales, 2015	:
	b) Pay in the existing Scale (i.e. in RPS, 2010)	:
	c) Special Pay, if any in the existing Scale (i.e. in RPS, 2010)	:
6	Existing emoluments on the date of entry into RPS, 2015.	:
	a) 'Basic Pay' i.e., pay as defined in Fundamental Rule 9 (21) (a) (i) including stagnation increments / Pay as per 5 (b) above	:
	b) Personal Pay under Rule 9 (23) (a) of the Fundamental Rules or Rules or Rule 7 (40) (a) of the Hyderabad Civil Service Regulations	:
	c) Dearness Allowance admissible at the rate which existed on 1st July, 2013 appropriate to 'Basic Pay' referred to at sub-item (a) above	:
	Total 6 (a to c)	:
7	Fitment benefit 43% of Basic Pay referred to in item 6 (a)	:
8	Total of items 6 and 7	:
9	Revised Scale of Pay, 2015 for the post in which the Pay is fixed now.	:
10	Revised Pay as fixed in the Revised Scale at the stage next above the amount referred to in item 8 above irrespective whether, the amount is a stage or not, in the Revised Scale.	:
11	Date of Next Increment	:

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- 12 The pay of ....., is fixed at Rs..... in the pay scale of Rs..... in the Revised Pay Scales-2015 with effect from ..... with monetary benefit from 02-06-2014 and his/her subsequent Annual Grade Increments are proposed to be revised and granted as follows:

Sl. No.	A.G.I.	Raising Pay		W.E.F.	M.B.F.
		From	To		
1					
2					
3					

Next Due date of AGI is

A.O / AM / Chief Manager/Manager  
IMFL Depot,  
(with date & seal)

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**FOR THE USE OF CORPORATE OFFICE**

The Pay fixation of the individual is verified with reference to the Service Register and found correct. Hence, pay fixation orders may be issued accordingly.

A.O / AM (P) / AM(F) / GM (F&A) / GM (P&A)

**Note:** The fixation statement in respect to each employee should be furnished in duplicate to the Corporate Office. A copy of the same will be returned to the Drawing Officer after pre-audit.

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