

Scheme for Time Bound Higher Grade Promotion

1. Employees who remain in their entry posts in the scales of pay ranging from Rs. 16500-35700 to Rs. 19000-43600 will be granted four higher grades on completion of the following specified periods of service in their posts, subject to para 6 below:

- (1) The first Time Bound Higher Grade on completion of eight years of service in the entry post.
- (2) The second Time Bound Higher Grade on completion of 15 years of service in the entry post and the first regular promotion post/time bound higher grade taken together.
- (3) The third Time Bound Higher Grade on completion of 22 years of total service in the entry post and the regular promotion post(s)/time bound higher grade(s) taken together.
- (4) A fourth Time Bound Higher Grade on completion of 27 years of total service in the entry post and the regular promotion post(s) /time bound higher grade(s) taken together.

2. Employees who remain in their entry post on scales of pay ranging from Rs.16500-35700 to Rs.26500-56700 will be granted Time Bound Higher Grades (TBHG) on completion of the period of qualifying service in their posts as follows with the scales of pay shown in TABLE – I below:

TABLE - I

Revised scale of pay in the entry post	1stTBHG in the entry post	2ndTBHG	3rdTBHG	4thTBHG
16500-35700	17000-37500	17500-39500	19000-43600	20000-45800
17000-37500	17500-39500	18000-41500	19000-43600	20000-45800
17500-39500	18000-41500	19000-43600	20000-45800	22200-48000
18000-41500	19000-43600	22200-48000	26500-56700	27800-59400

Revised scale of pay in the entry post	1stTBHG in the entry post	2ndTBHG	3rdTBHG	4thTBHG
19000-43600	22200-48000	26500-56700	27800-59400	30700-65400
20000-45800	22200-48000	26500-56700	27800-59400	NIL
22200-48000	25200-54000	26500-56700	30700-65400	NIL
25200-54000	26500-56700	30700-65400	32300-68700	NIL
26500-56700	27800-59400	30700-65400	32300-68700	NIL

3. Those on entry posts with pay scales ranging from Rs.27800-59400 to Rs.40500-85000 will be granted two time bound higher grades, the first on completion of 8 years of service in the entry post and the second on completion of 15 years of total service in the entry post and first promotion post/ higher grade taken together, as shown in Table II below:

TABLE - II

Revised scale of pay in the entry post	1st TBHG for 8 years of service in the entry post	2ndTBHG for 15 years of service
27800-59400	30700-65400	35700-75600
29200-62400	32300-68700	36600-79200
30700-65400	35700-75600	39500-83000
32300-68700	35700-75600	39500-83000
35700-75600	39500-83000	42500-87000
36600-79200	39500-83000	42500-87000
39500-83000	42500-87000	45800-89000
40500-85000	42500-87000	45800-89000

4. For direct recruits against posts carrying the scales of Rs.42500-87000 to Rs.55350-101400, one higher grade promotion in the scale as shown below will be given on completion of 8 years of service, as shown in Table III below:

TABLE III

Revised pay scale in the entry post	TBHG for 8 years of service in the entry post
42500-87000	45800-89000
45800-89000	55350-101400
55350-101400	68700-110400

5. For the incumbents in the posts on scales of pay above Rs.55350-101400 no Time Bound Higher Grade will be allowed.

6. If there is a regular promotion post (including ratio promotion post) in respect of the categories of posts (entry) coming under pay range from Rs.16500-35700 to Rs.32300-68700 and its scale of pay is higher than the Time Bound Higher Grade proposed above, then the qualified incumbent will be given the scale of pay of the regular promotion post in the direct line of promotion as Time Bound Higher Grade scale. (While assigning higher grade, only qualified hands eligible for regular promotion will get the scales of pay of regular promotion posts). In cases where there exist no such immediate regular promotion post under common category in a department, the scale of pay of immediate regular promotion post as shown in the schedule of posts under common category as per Special Rules alone will be admissible as grade scale (ie. in case where there are only Junior Superintendent post and no intermediary post of Head Clerk in a department, a UD Clerk will be eligible for higher grade in the scale of pay of Head Clerk only). Unqualified hands will be allowed the next higher scale of pay above that of the scale of pay of the post held at that time, in the standard scales of pay in Annexure I.

7. If the scale of pay of the regular promotion post is lower than the Time Bound Higher Grade proposed in the Table, the scale of pay of Time Bound Higher Grade specified above will be given on completion of prescribed years of qualifying service by reckoning the total service in both the lower post and promotion post taken together. In such cases the fixation under Rule 30, Part I KSR will be admissible and the next increment will be allowed on the normal increment date in the earlier promoted post.

8. In all cases of regular promotions from Time Bound Higher Grades to post (equivalent to that of the grade post) carrying the same or higher time scale of pay, the pay in the promoted scale will be fixed in terms of Rule 30, Part I KSR. The next increment in the same or higher scale will fall due on the date of increment in the Time Bound Higher Grade post. This is applicable only to an officer promoted from Time Bound Higher Grade to the equivalent regular promotion post on the same or higher scale of pay which is in the regular line of promotion of the post held by him. In the case of an officer promoted or appointed 'by transfer' to a post which is not equivalent to the Time Bound Higher Grade enjoyed by him and carries lower, same or higher scale of pay, fixation of pay will be made under the appropriate rules of fixation of pay in KSRs.

9. In respect of categories of post coming under the pay scale ranging from Rs.35700-75600 to 40500-85000 the Time Bound Higher Grade will be as specified in Table II. Scales of pay of regular promotion post will not be given in these cases. This is applicable in the case of employee enjoying scale of pay 35700-75600 and above whether by regular promotion or by Time Bound Higher Grade.

10. In the case of an employee enjoying the Time Bound Higher Grade Promotion in the pre-revised grade scale his revision shall be done only in the eligible Time Bound Higher Grade scale. Corresponding revised scale of pre-revised grade scale (as per Annexure I) will not be allowed in such case.

11. In the case of Time Bound Higher Grade promotion the pay in the higher time scale will be fixed in terms of Rule 28 A Part I KSR i.e. one notional increment will be given and thereafter the pay in the higher grade scale will be fixed at the next stage above the pay in the lower time scale, arrived after adding notional increment, as on the date of the higher grade promotion. However, he will draw his next increment in the grade scale on the date he would have drawn his normal increment in the lower scale. But in the case of an officer who got the benefit of more than two increments on

account of fixation of pay on sanction of higher grade, he will draw his next increment on completion of one year service in the grade scale. The existing option facility for Time Bound Higher Grade Promotion is withdrawn with effect from 01/02/2016. The fixation on Time Bound Higher Grade Promotion shall be done on the due date itself. The revised fixation rule will be made applicable for Time Bound Higher Grade promotion due on or after 01/02/2016.

12. In case the 15/22/27 year higher grades as per the Tables above are equal to or lower than the first/second/third promotion post as the case may be, that grade(s) will be modified and fixed at the next higher scale(s) above that of the promotion post(s) in the list of standard scales of pay in Annexure I

13. Non-teaching staff in Aided Schools, Private Colleges and Polytechnics who come under the scheme of direct payment of salary by Government are also eligible for Time Bound Higher Grade promotion subject to the above conditions. The existing benefit of third Time Bound Higher Grade in the scale of pay of Junior Superintendent allowed to LD Clerk in Aided School will continue.

14. The service rendered in the entry post and reckoned for normal increments will be treated as the qualifying service for granting Time Bound Higher Grades in that post.

15. 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 PSC, “by transfer” from other categories will also be treated as equivalent to direct recruitment for allowing the benefit of Time Bound Higher Grade. An employee who has been initially appointed in a post in one department gets appointment subsequently by direct recruitment (PSC) or by other means in another post in the same /other department, his entry post will be the newly appointed post, in such cases Time Bound Higher Grade Promotion will be granted based on the new entry post only. Service in different posts having same scale will not be treated as qualifying service. Similarly in the case of employees who get inter departmental

transfer (interdepartmental transferees), their prior service in the entry post in the former department will also be reckoned as qualifying service for time bound higher grade. Those who get regular promotion or appointment to higher posts within the period specified for each Time Bound Higher Grade will not be granted further Time Bound Higher Grade during that period.

16. All promotions in the regular line of promotion from Subordinate Service to State Service (e.g. promotion as Senior Superintendent from Junior Superintendent, Section Officer from Assistant Section Officer, Assistant Engineer from First Grade Overseer etc) are also termed as 'by transfer' appointment. However, further Time Bound Higher Grade promotion will not be granted by reckoning the service in the promoted posts (Senior Superintendent, Section Officer, Assistant Engineer etc) taken as entry post on analogy with by transfer appointment i.e. promotion to a post in the direct line of promotion in a Department made on the basis of select list prepared by the Departmental Promotion Committee, will not be treated as direct recruitment for allowing the benefit of Time Bound Higher Grade. All appointment 'by transfer' except the promotions/appointments from Subordinate Service to State Service as mentioned above will be treated as equivalent to direct recruitment for sanctioning Time Bound Higher Grade.

17. Those who relinquish regular promotion, whether permanently or for specified periods , will not be given the benefit of Time Bound Higher Grade promotions. Similarly, an employee who got the benefit of Time Bound Higher Grade promotion will on no account be permitted to relinquish regular promotion to that grade either permanently or for specified periods.

18. The employees in the entry scales of pay of Rs.17000-37500 and Rs.17500-39500 will be eligible for reckoning their last grade service also for allowing 22 years third Time Bound Higher Grade. This benefit will not be allowed to first, second and fourth Time Bound Higher Grades. The employees in the posts having the revised entry scale of Rs. 18000 - 41500 and above are also not eligible for this benefit.

19. Military service which counts for civil pension of Ex-servicemen will be reckoned as qualifying service for allowing first higher grade. However, on the basis of Judgement dated 25.3.15 of the Hon'ble Supreme Court of India in Civil Appeal No. 3136/15 and other connected Civil Appeals, Government have issued GO(P)No.408/15/Fin dated 14.9.2015, in which it has been clarified that the ex-servicemen who were under War/Military service got appointment in the State Civil Service in Gazetted and Non-Gazetted posts are eligible to get the benefit of first Time Bound Higher Grade counting the War/Military service without refunding their mustering out benefits. The Civilian service under Military will not be counted for granting higher grade. The State Government employees who are in service on 14.9.2015 (date of order) and who joined State Government Service after 14.9.2015 are eligible to get the benefits in GO(P)No.408/15/Fin dated 14.9.2015. As per the said Government Order, a State Government employee having 10/8 or more years of War/Military service prior to the date of joining in Government Service, as the case may be, are eligible to get first Time Bound Higher Grade on the date of joining in Government service itself in the next higher scale above the scale of pay of the entry post in the list of standard scales in **Annexure 1**, with KSRs Part I Rule 28 A fixation benefit. The scale of pay of regular promotion post / table scale will be admissible with KSRs Part I Rule 30 fixation benefit only after the declaration of satisfactory completion of probation and on acquiring qualifications of regular promotion posts as the case may be. 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.

20. All other existing general terms and conditions governing grant of Time Bound Higher Grade Promotions will continue subject to the modifications issued by Government from time to time.