



**FINANCE (PAY COMMISSION – II) DEPARTMENT**

**CIRCULAR MEMO No. 038035/199/PC-II/2008 DATED: 19-09-2009**

Sub:- Public Services – Automatic Advancement Scheme –  
Reckoning of Service for purpose of Automatic  
Advancement Scheme - Clarification – Issued.

- Ref:- (1) G.O. Ms. No. 117 Finance & Planning (FW.PRC-I)  
Dept., Dated 25-05-1981.
- (2) Memo. No. 6884-A/54/PRC-1/83-1, Finance & Planning  
(FW.PRC-I) Dept., dated 23-02-1983.
- (3) Memo. No. 1251-B/118/PRC-1/83 Finance & Planning  
(FW.PRC-I) Dept., dated 06-02-1984.
- (4) G.O.(P) No. 2 Finance & Planning (FW.PRC-I) Dept.,  
Dated 04-01-1988.
- (5) G.O.(P) No. 290 Finance & Planning (FW.PC-II) Dept.,  
Dated 22-07-1993.
- (6) G.O.(P) No. 150 Finance & Planning (FW.PC-II) Dept.,  
Dated 01-09-1999.
- (7) G.O.(P) No. 241 Finance (Pay Commission – II) Dept.,  
Dated 28-09-2005.
- (8) Memo. No. 24996/189/PC-II/2006, Finance ( Pay  
Commission -II) Dept., dated 01-11-2006.
- (9) Director of Text Books Press, Hyderabad, Letter No.  
Rc. No. 4/E1/2007, dated 10-04-2007.

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Government issued orders in G.O .Ms. No. 117 Finance and Planning (FW.PRC-I) Department dated 25-05-1981, introducing Automatic Advancement Scheme to the State Government employees with effect from 01-04-1981. In the Appendix of that Government Order Part-I, it was stated that for the purpose of completion of 10 years of service, all the service that counts for increment in that scale shall be taken into account. In the reference second cited, it was clarified that satisfactory service referred to in Part-II "B" ( Special Promotion Post on



completion of 15 years of service ) of Appendix to the Government Orders first cited means the service which counts for probation and seniority. On the representation of the APNGOs' Association and also from the Pay and Accounts Officer, Hyderabad, the issue was examined. A clarification was issued in the reference Memo third cited in suppression of instructions issued in the Memo second cited, that the 'Satisfactory Service' for purpose of Special Promotion Post shall be such service which counts for increment in a particular scale. In the Government Orders fourth to seventh cited, orders were issued revising the scheme as recommended by the successive Pay Revision Commissions. Several orders were issued to the effect that the service which counts for increment in the scale be taken into account for the purpose of appointment to the Automatic Advancement Scheme. In subsequent instructions also, it was clarified that service for the purpose of Automatic Advancement will be "incremental service". In spite of the above instructions, doubts are still persisting and it is interpreted that one should have drawn the stipulated number of increments for appointment to the Automatic Advancement Grades. This is on account of the fact that, on appointment by promotion, the pay is to be fixed either under F.R. 22(a)(i) on the date of promotion read with re-fixation under FR 31(2) on the date of normal increment in the lower category or under FR 22-B with an option to get the pay fixed under F.R. 22-B either from the date of promotion or from date of normal increment in the lower category. In case of re-fixation under F.R.31(2) and fixation of pay under F.R. 22-B on the date of normal increment in the lower category, the employee retains his date of normal increment in the lower post. Thus, there is variation between the date of promotion and the date of normal increment.

2. The above orders on Automatic Advancement Scheme have given rise to the following doubts:

- (a) from what date the service for the purpose of Automatic Advancement Scheme be reckoned;
- (b) whether the drawal of 8<sup>th</sup> / 10<sup>th</sup> or 15<sup>th</sup> / 16<sup>th</sup> or 22<sup>nd</sup> / 24<sup>th</sup> increments is compulsory for purpose of appointment to the Automatic Advancement Grades.

3. On a specific point of reference, Government in Memo. No. 24996/189/PC-II/2006, dated 01-11-2006, clarified to the Director of Treasuries and Accounts that the incremental service in the promotion post commences from the date of re-fixation of pay under F.R. 31(2)



Further, it was clarified that Special Grade Post / Special Promotion Post or Special Adhoc Promotion Posts will be awarded from the date next to the date on which 8<sup>th</sup> /16<sup>th</sup> increment was drawn by the individual.

4 The above clarification created doubts in the minds of the appointing authorities particularly in the following context:

- (a) In case of stepping of pay of senior on par with the junior, the senior draws stipulated number of increment (s) without completion of stipulated period of service.
- (b) in case of preponement of increment during revision of pay scales the employee draws the stipulated increments without completion of the stipulated period of service.

5. Government reviewed the above position in consultation with the Pay Revision Commissioner, 2009. After careful consideration and in super session of Memo. No. 24996/189/PC-II/2006, dated 01-11-2006, it is hereby clarified that:

- (a) In case the date of increment varies from the date of promotion, due to fixation of pay under FR-22-B from the date of normal increment in the lower category or on re-fixation of pay under FR 31(2), the service from the date of appointment by promotion (i.e., from the date of fixation of pay under FR 22(a)(i) ) counts for Automatic Advancement Scheme.
- (b) In case the date of increment varies due to sanction of premature increment such as preponement of date of increment or stepping up pay as indicated in para 4 above, the date to be reckoned for counting the service for Automatic Advancement Scheme would be the date on which he /she would have completed the stipulated number of years had his/her pay not been preponed or stepped up.
- (c) There may also be instances where increments are not drawn as the individual had reached the maximum and exhausted even the stagnation increments. To cover such cases, it is further clarified that the service to be reckoned shall be the service that is normally taken into account for grant of increment. The actual drawal of increments need not be insisted upon..



6. This clarification has only prospective effect and the cases already settled shall not be reopened.

7. This clarification also applies to the Automatic Advancement Grades of Teachers and Junior Lecturers and Physical Directors in Junior Colleges.

T. SATYANARAYANA RAO  
SECRETARY TO GOVERNMENT (R&E)

To

The Accountant General, A.P., Hyderabad.

The Pay and Accounts Officer, A.P., Hyderabad.

The Director of Treasuries and Accounts, A.P., Hyderabad.

The Director of State Audit, A.P., Hyderabad.

The Director of Works Accounts, A.P., Hyderabad.

The Secretary to Governor, A.P., Hyderabad.

All Secretaries to Government.

The Private Secretary to the Chief Minister and Private Secretaries to all Ministers.

All Departments of Secretariat.

All Heads of Departments.

All District Collectors / District Judges.

The Registrar, High Court of A.P., Hyderabad.

The Secretary, A.P.P.S.C., Hyderabad.

All District Treasury Officers ( with copies for Sub-Treasury Officers).

All District Educational Officers / All Principals of Junior Colleges.

All District Panchayat Officers.

All Mandal Development Officers.

All Secretaries of Zilla Gandhalaya Samasthas through Director of Public Libraries, Hyderabad.

All Secretaries of Agricultural Market Committees through Director of Marketing A.P., Hyderabad.

All Commissioners / Special Officers of Municipalities.

All Recognized Service Associations.

The Director, Government Printing Press, A.P., Hyderabad.

Copy to the Ninth Pay Revision Commission.

Copy to the General Administration (Cabinet ) Department.

Copy to the General Administration (SW) Department.

Copy to Finance OP-I; OP-II : FR-II: Admn. I, II & III Sections.

Copy to SF / SCs.

// FORWARDED :: BY ORDER //

*S. V. Narayana Rao*  
SECTION OFFICER