

**THE FOOD CORPORATION OF INDIA**  
**16-20, BARAKHAMBA LANE**  
**HEADQUARTERS : NEW DELHI**

**NO. WRC/32/10/2003-VOL.III**

**Dated : May 1, 2006**

**(CIRCULAR NO. WR-09-2006-05)**

**SUB : Stepping up of the pay of the senior employees at par with junior employees linked to I.D.A. pattern scales of pay – clarifications regarding.**

Attention is invited to Headquarters Circulars No.5 of 1993 dated 18.2.1993 (issued from file No. WRC/32/22/92) and No.13 of 1997 dated 9.9.1997 (issued from file No.WRC/32/12/97) according to which senior employees were allowed stepping up of pay at par with the pay of their juniors with reference to the anomalies arisen due to a variety of reasons including the grant of an additional increment on completion of eight years' service in the grade prior to wage revision in the case of senior and after wage revision, in the case of junior.

2. As the applications for stepping up of pay were being submitted and processed in a routine manner and a number of doubts were being raised in certain conditions where neither the Government's instructions nor FCI's instructions appeared to provide any solution, it was decided to refer the matter to the Department of Food and Public Distribution for issue of clarifications on the following points:-

- (i) Whether the cases of Typists, Steno. Gr.II and Steno. Gr.I were comparable to those of AG.III, AG.II and AG.I respectively for the purpose of stepping up of pay in view of the fact that all these posts belonged to the same cadre viz. General Administration Cadre and promotions were effected on the basis of their common/integrated seniority in the cadre.
- (ii) Whether the pay of a senior could be stepped up at par with that of the junior who starts drawing more pay on his/her stepping up of the pay at par with another junior i.e. where the chain of stepping up is involved.

3. The Department of Food and Public Distribution after processing the matter in detail in consultation with FCI, advised that the pay of seniors in the grade of Typists, Steno. Gr.II and Steno. Gr.I could be

stepped up at par with reference to their juniors in any of the grades, taking into account the fact that the posts of Typists, Stenos. and Assistants formed a part of the same cadre viz. General Administration Cadre.

As regards the issue of formation of a chain of stepping up, it has been clarified that the second time stepping up of pay would be permissible with reference to the same junior, subject to the conditionalities provided in Government of India's decision No.22 under FR 22. It would be pertinent to note here that these conditionalities have already been adopted in FCI vide Circular No. 16 of 1997 dated 10.10.1997 issued from file No. WRC/32/12/97.

The Department of F&PD further advised that the instructions issued by FCI vide Circulars No. 5 of 1993 and No. 13 of 1997, referred to in para 1 above, allowing stepping up of pay with reference to the higher pay of the junior due to grant of an additional increment on completion of eight years service in the grade, are not in accordance with the Government's instructions on the subject. They have further advised that stepping up of pay in such cases is not permissible and wherever the benefits have already been drawn, the same should be recovered.

4. The advice received from the Department of Food and Public Distribution has been further deliberated at length in the Corporation and the following decisions have been taken in consultation with Finance Division and with the approval of the competent authority:-

- (i) Para 1(ii) of Circular No. 5 of 1993 dated 18.2.1993 issued from file No. WRC/32/22/92 and para 1(iii) of Circular No. 13 of 1997 dated 9.9.1997 issued from file No. WRC/32/12/97 allowing stepping up of pay with reference to the juniors getting higher pay due to grant of additional increments on completion of eight years service in the grade, , would stand withdrawn ab initio. Consequently, the cases of stepping up allowed under this condition have to be reviewed and recoveries effected. As regards retired employees, the recoveries may be made from their future dues, if any.
- (ii) The requests for stepping up of pay received from Typists, Stenos. & Assistants would continue to be processed with reference to the higher pay drawn by their juniors irrespective of whether the said junior happened to be Typist or Steno. or Assistant, as they belong to the same cadre viz. General

Administration Cadre and have a common/integrated seniority. However, the normal conditions required for stepping up of pay will have to be strictly complied with.

- (iii) The second time stepping up of pay will, however, be allowed only with the same junior with reference to whose pay stepping up was allowed on the first occasion, as already clarified vide Circular No. 16 dated 10.10.1997 issued from time No. WRC/32/11/97. It is clarified here that pay of a senior can not be stepped up at par with that of the junior, whose pay was earlier stepped up with another junior thereby considering it a chain of stepping up. The cases of stepping up allowed under this condition will have to be reviewed and recoveries effected on the same lines as indicated in (i) above.

5. While the other terms and conditions for stepping up pay to senior employees at par with their junior employees prescribed in Headquarters Circulars No. 5 of 1993 dated 18.2.1993 and No. 13 of 1997 dated 9.9.1997, as amended vide para 4(i) above, would continue to be in force, all the administrative authorities are now requested to ensure strict compliance of these instructions. An Action Taken Report may also be furnished to the Headquarters.

(M.L. Nagpal)  
General Manager(P&IR)

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