

No. 7/12/2017-4FR/30629

From

The Additional Chief Secretary to Govt. Haryana,
Finance Department.

To

All the Administrative Secretaries to Government, Haryana,
All the Heads of Departments,
All the Commissioners of Divisions,
All the Deputy Commissioners and
Sub Divisional Officers (Civil) in Haryana,
The Registrar Punjab & Haryana High Court, Chandigarh.

Dated, Chandigarh, the 4th December, 2017

Subject : Amendments in Haryana Civil Services Rules, 2016 Regarding.

Sir/Madam,

I am directed to invite your attention on the subject cited above and to enclose herewith a copy of Notifications dated 4th December, 2017 which pertains to amendment in Haryana Civil Services (General) Rules, 2016, Haryana Civil Services (Pension) Rules, 2016, Haryana Civil Services (Leave) Rules, 2016, Haryana Civil Services (GPF) Rules, 2016, Haryana Civil Services (Travelling Allowance) Rules, 2016, Haryana Civil Services (Allowances to Govt. Employees) Rules, 2016.

3. The contents of aforesaid amendments may please be brought to the notice of all concerned for necessary compliance.

Yours faithfully,



Under Secretary Finance,
for Addl. Chief Secretary to Govt., Haryana,
Finance Department.

**HARYANA GOVERNMENT
FINANCE DEPARTMENT
NOTIFICATION**

The 4th December, 2017

No. 2/12/2017-4FR.— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (General) Rules, 2016, namely :-

1. These rules may be called the Haryana Civil Services (General) Amendment Rules, 2017.
2. In the Haryana Civil Services (General) Rules, 2016 (hereinafter called the said rules), in rule 8, in sub-rule (4), (24), (67), (71), (82), (88) and in Rule 112, 115, 116 and 145, for the words “pay scale” wherever occurring the words “level/pay scale” shall be substituted.
3. In the said rules, in rule 60, for sub-rule (4) the following shall be substituted namely :-
“(4) Columns 6 shall show different components of pay separately, e.g. “Pay Rs. 85,100 in Functional/ACP Level+ Dearness Pay, if any + Special Pay Rs. 200 + Personal Pay Rs. 200.”
4. In the said rules, in rule 117, for Note 2, the following shall be substituted, namely :-
“Note 2.— During the period of deputation or foreign service, the basic pay plus deputation allowance of Government employee while drawing pay in any pay level lower than or equal to functional level 19, shall not exceed Rs. 2,19,600/-. Where the post held on deputation or foreign service is of Level 20, the basic pay, from time to time, plus deputation allowance shall not exceed Rs. 2,24,100.”
5. In the said rules, in rule 132, for the Note, the following Note shall be substituted, namely:-
“Note.— The leave salary and pension contributions shall be paid separately as these are creditable to different heads of accounts. No contribution shall be payable for the period of leave availed by the Government employee while on foreign service. Dues, if any, recoverable from Government on any account shall not be set off against these contributions.”
6. In the said rules, for rule 143, the following rule shall be substituted, namely:-
“143. Retirement on superannuation.— (1) Except as otherwise provided in these rules, every Government employee shall retire from service on afternoon of the last day of the month in which he attains the age of retirement prescribed for him or for the post held by him in substantive or officiating capacity, as the case may be. However, a Government employee whose date of birth is the first of a month shall retire from service on the afternoon of the last day of the preceding month on attaining the prescribed age. The age of retirement on superannuation is fifty eight years for all groups of employees except the following for whom the same is sixty years:-
 - (i) Differently-abled employees having minimum degree of disability of 70% and above;
 - (ii) Blind employees;
 - (iii) Group ‘D’ employees; and
 - (iv) Judicial Officers.

No Government employee shall be retained in service after attaining the age of superannuation, except in public interest and in exceptional circumstances, without the approval of Council of Ministers.

Note 1.— One eyed employee shall not be treated as blind or differently-abled person for the purpose of this rule.

Note 2.— When a Government employee is due to retire on superannuation from service an office order shall be issued on 7th of the month in which he is going to be retired and a copy of every such order shall be forwarded immediately to the Principal Accountant General, Haryana. There is no need to re-instate a Government employee who is under suspension at that time.

Note 3.— A Government employee who becomes disabled while in service shall bring to the notice of his Head of Department minimum three months before attaining the age of 58 years. He shall be got examined from a Medical Board of the Post Graduate Institute of Medical and Science, Rohtak to be headed by its Director. On receipt of medical report from the Board, the appointing authority or the Head of Department, whichever is higher, shall take a final decision to grant or not to grant the extension in service to such physically disabled employee.

(2) (a) *The age of retirement on superannuation of HCMS Doctor of Health Department shall be 65 years provided—*

(i) *he should be eligible to be retained in service beyond 58 years as per eligibility criteria prescribed by Government from time to time; and*

(ii) *he has to perform only clinical duties during the period beyond the age of 58 years*

(b) *If a doctor does not wish to work in clinical capacity beyond the age of 58 years he may seek voluntary retirement provided he opt for it in writing minimum three months before attaining the age of 58 years.*

(3) No Engineer-in-Chief in the PWD (B & R), Irrigation Department and Public Health Engineering Department shall, without re-appointment, hold the post for more than five years, but re-appointment to the post may be made as often and in each case for such period not exceeding five years, as the competent authority may decide:

Provided the term of re-appointment shall not extend beyond the date of attaining the age of superannuation.

Note.— The following authorities are competent to retain a Government employee after the age of superannuation:-

Powers to retain a Government employee in public interest and in exceptional circumstances after the age of superannuation.	Administrative Department	Full powers subject to a maximum of two years with the approval of Council of Ministers.
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7. In the said rules, in Annexure-4,—

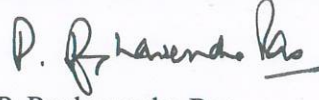
(i) in Form Part-IV, for entries above column 6, the following entries shall be substituted, namely :-

“Pay Level or Pay Scale and Pay”

(ii) in Form Part-IX, under heading ‘**Instructions for entries in Service Book**’ in clause 4, for sub-clause (4), the following sub-clause shall be substituted, namely :-

“(4) Columns 6 shall show different components of pay separately, e.g. “Pay 85,100 in Functional/ACP Level+ DP ____ + Special Pay Rs. 200 + Personal Pay Rs. 200.”

8. In the said rules, in Annexure-10, in para 3, for the words 'Grade Pay' wherever occurring the words 'Level' shall be substituted.



P. Raghavendra Rao,
Additional Chief Secretary to Government, Haryana,
Finance Department.

**HARYANA GOVERNMENT
FINANCE DEPARTMENT**

NOTIFICATION

The 4th December, 2017

No. 2/14/2017-1 Pen(FD).— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (Pension) Rules, 2016, namely :-

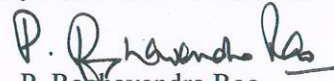
1. These rules may be called the Haryana Civil Services (Pension) Amendment Rules, 2017.
2. In Haryana Civil Services (Pension) Rules, 2016 (hereinafter called said rules), in rule 8—
 - (i) in sub-rule (4) and (7), for the words “Pay Scale” the words “Level/Pay Scale” shall be substituted.
 - (ii) in sub-rule (7), in clause (a), in sub-clause (ii) for the words , figures, sign and brackets “Rs. 79,000/-“ (seventy nine thousand only)’ the words, figures, sign and brackets “Rs. 2,24,100/- (Two lakhs twenty four thousand one hundred only)” shall be substituted.
3. In the said rules, in rule 25, in sub-rule (1), in clause (b), for the words “Pay Scale” the words “Level/Pay Scale” shall be substituted.
4. In the said rules, for rule 34 of these rules the following rule shall be substituted, namely:-

- “34. Qualifying service for full pension.—** (1) The qualifying service required for full pension is 20 years or as prescribed from time to time. On retirement from service after completion of 20 years’ or more qualifying service, the amount of pension shall be @ 50% of the last *emoluments* subject to 50% of the highest emoluments in the Government, (i.e. Rs. 1,12,050 @ 50% of Rs. 2,24,100) or as prescribed from time to time by the competent authority.
- (2) Where the qualifying service is of ten years or more but less than twenty years, the amount of pension shall be fixed proportionately. A few illustrations are given below.
- (3) The minimum pension shall be Rs. 9,000/- per month, or as prescribed from time to time by the competent authority.

Illustrations				
Last emoluments	Pension on completion of qualifying service of			
	20 years or more	17 yrs 9 months 1 day	15 years 2 months 20 days	12 years 2 months 29 days
Rs. 20,000/-	$20,000/2 \times 40/40$ = 10,000	$20,000/2 \times 36/40$ = 9,000	$20,000/2 \times 30/40 =$ 9,000 (minimum)	$20,000/2 \times 24/40$ = 9,000 (minimum)
(Not less than minimum pension i.e. Rs. 9,000)				
Rs. 26,000/-	$26,000/2 \times 40/40$ = 13,000	$26,000/2 \times 36/40$ = 11,700	$26,000/2 \times 30/40 =$ 9,750	$26,000/2 \times 24/40$ = 9,000 (minimum)
Rs. 47,600 /-	$47,600/2 \times 40/40 =$ 23,800	$47,600/2 \times 36/40 =$ 21,420	$47,600/2 \times 30/40 =$ 17,850	$47,600/2 \times 24/40 =$ 14,280

Rs. 66,000/-	$66,000/2 \times 40/40 = 33,000$	$66,000/2 \times 36/40 = 29,700$	$66,000/2 \times 30/40 = 24,750$	$66,000/2 \times 24/40 = 19,800$
Rs. 1,84,100/- (alongwith NPA)	$1,84,100/2 \times 40/40 = 92,050$	$1,84,100/2 \times 36/40 = 82,845$	$1,84,100/2 \times 30/40 = 69,038$	$1,84,100/2 \times 24/40 = 55,230$

5. In the said rules, in rule 40, in sub-rule (2), in Note 1, for the word and figure "Rs. 10.00 lakh", the word and figure "Rs. 20.00 lakh" shall be substituted.
6. In the said rules, in rule 48, for sub-rule (2), the following sub-rule shall be substituted, namely :-
- "(2) The family pension shall be calculated at uniform rate of thirty percent of last emoluments at the time of retirement or death while in service and shall be subject to minimum of Rs. 9,000/- per month and maximum of thirty percent of the highest emoluments, i.e. Rs. 67,230/- at the rate of thirty percent of Rs. 2,24,100 or as prescribed from time to time by the competent authority."
7. In the said rules, in rule 51, in sub-rule (2), for sub-clause (a) and (b), the following sub-clauses shall be substituted, namely :-
- "(a) (i) if the surviving child or children is or are eligible to draw two enhanced family pensions at the rate mentioned in rule 49, the total amount of the both enhanced family pensions shall be limited to 1,12,050 (one lakh twelve thousand fifty) (i.e. 50% of 2,24,100) per mensem;
- (ii) if one of the enhanced family pensions ceases to be payable at the rate mentioned in rule 49, and in lieu thereof the normal family pension at the rate mentioned in rule 48 becomes payable, the amount of the both family pensions shall also be limited to 1,12,050 (one lakh twelve thousand fifty) (i.e. 50% of 2,24,100) per mensem;
- (b) if both the family pensions are payable at the rate mentioned in rule 48, the amount of two family pensions shall be limited to Rs. 67,230/- (i.e. @ 30% of 2,24,100) per mensem."
8. In the said rules, in Form Pen. 3, Form Pen.16 and Form Pen. 17, for the words 'pay scale' wherever occurring, the words 'level/pay scale' shall be substituted.


P. Raghavendra Rao,

Additional Chief Secretary to Government, Haryana,
Finance Department.

**HARYANA GOVERNMENT
FINANCE DEPARTMENT**

NOTIFICATION

The 4th December, 2017

No. 2/15/2017-4FR .— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (Leave) Rules, 2016, namely :-

1. These rules may be called the Haryana Civil Services (Leave) Amendment Rules, 2017.
2. In the Haryana Civil Services (Leave) Rules, 2016 (hereinafter called the said rules), in rule 9, in clause (a),—
 - (i) in sub-clause (8), in item (v) for the words “79,000” the words “Rs. 2,24,100/-“ shall be substituted.
 - (ii) in sub-clause (18), for the words “pay scale” the words “level or pay scale” shall be substituted.
3. In the said rules in rule 21, in sub-rule (1), for the words and sign “pay band, grade pay,” the words “level or pay scale” shall be substituted.
4. In the said rules, in rule 44, after Note 2, the following Note shall be added, namely :-

“Note 3.— Where the woman employee gives birth to a dead baby or the child dies during the currency of maternity leave, in such case the maternity leave upto 45 days or 7 days from the date of death of the child, whichever is later, shall be admissible.”

5. In the said rules, in rule 47, for sub-rule (1), the following sub-rule shall be substituted, namely :-

“(1) A male Government employee upto two surviving children may be granted paternity leave by the Head of office for a period of 15 days during the confinement of his wife or from the date of valid adoption of a child of less than one year. This leave can be availed during 15 days before or upto 6 months from the date of delivery of the child.”

6. In the said rules, in rule 50, in sub-rule (3)—
 - (i) in clause (i), the word ‘or’ appearing at end shall be omitted; and
 - (ii) in clause (ii), for the word “or” the word “and” shall be substituted.
7. In the said rules, after rule 87, the following rule shall be added, namely:-

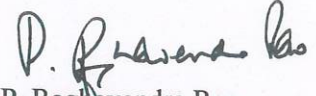
“88. Special casual leave to differently-abled employees for attending Conference/ Seminar/ Training/ Workshop.— Special Casual leave for not more than 10 days in a calendar year may be granted to differently-abled employees by Head of office for participating in the Conference/ Seminar/ Training/Workshop related to Disability and Development Programmes organized by the—

- (i) Central Government or State/UT Government and their Institutes/Agencies;
- (ii) International Agencies like UNO, WHO etc.; or
- (iii) recognized Universities and Educational Institutions working for persons with disabilities.

Note.— The Government employee availing this leave shall have to submit a certification of participation issued by the competent authority of Organization, Institute or Department, as the case may be.”

8. In the said rules, in Annexure-1, against serial number 2, for the existing entry, the following entry shall be substituted, namely :-

'Level/Pay Scale'



P. Raghavendra Rao,
Additional Chief Secretary to Government, Haryana,
Finance Department.

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NOTIFICATION

The 4th December, 2017

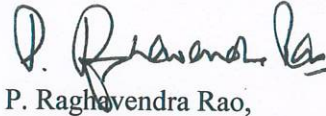
No. 2/16/2017-4FR .— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (General Provident Fund) Rules, 2016, namely :-

1. These rules may be called the Haryana Civil Services (General Provident Fund) Amendment Rules, 2017.
2. In the Haryana Civil Services (General Provident Fund) Rules, 2016 (hereinafter called the said rules) in Form P.F. No. 1, for serial no. 7 and entries thereagainst, the following serial number and entries thereagainst shall be substituted, namely:-

7	Basic pay p.m. (pay in the Level + Dearness Pay, if any)
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3. In the said rules, Form PF No. 3, PF No. 4, PF No. 5, PF No. 6, PF No. 7 and PF No. 8, in serial number 4, for the existing entry, the following entry shall be substituted namely :-

‘Existing Level/Pay Scale’.



P. Raghavendra Rao,

Additional Chief Secretary to Government, Haryana,
Finance Department.

**HARYANA GOVERNMENT
FINANCE DEPARTMENT**

NOTIFICATION

The 4th December, 2017

No. 2/14/2017-4FR.— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (Travelling Allowance) Rules, 2016, namely :-

1. These rules may be called the Haryana Civil Services (Travelling Allowance) Amendment Rules, 2017.
2. In the Haryana Civil Services (Travelling Allowance) Rules, 2016, (hereinafter called the said rules), in rule 33, for clause (2), the following clause shall be substituted, namely:-

“(2) The following may draw daily allowance for more than ten days in a month:-

 - (i) Chief Secretary to Government, Haryana.
 - (ii) Principal Secretary to Chief Minister, Haryana
 - (iii) All OSDs to Chief Minister, Haryana
 - (iv) Deputy Commissioners upto fifteen days in a month;
 - (v) Junior Engineers of three wings of Public Works Department including Panchayati Raj Department upto twenty days in a month;
 - (vi) Police personnel posted in police stations upto twenty days in a month.”
3. In the said rules, in rule 76, after clause (6), the following clause shall be added at the end, namely:-

“(7) No Government employee shall be allowed to undertake more than two official visits during a financial year, irrespective of the nature of the Agency which bears the cost.”.
4. In the said rules, for rule 78, the following rule shall be substituted, namely :-

“78. Declaration by the Government employee.— The Government employee while submitting his travelling allowance claim admissible under these rules shall make a declaration in his own hand on the travelling allowance bill as under:-

 - (1) *Certified that the journey beyond jurisdiction was performed by me after the approval of competent authority.*
 - (2) *Certified that the journeys as claimed in the T.A. Bill were actually performed by me by the mode of transport as per my entitlement as shown in my approved tour programme.*
 - (3) *Certified that I was actually and not merely constructively on duty on Sundays and Holidays, for which daily allowance has been claimed.*
 - (4) *Certified that I was not absent or on casual leave during the period for which daily allowance has been claimed.*
 - (5) *Certified that I was not treated as State Guest during the period for halt and provided with free lodging and boarding.*
 - (6) *Certified that return ticket was purchased for journeys where such tickets were available.*

- (7) *I do understand that in case it is found that the claim or part thereof is based on wrong facts, I shall be liable to the disciplinary action for major penalties under the Haryana Civil Services (Punishment and Appeal) Rules or relevant rules applicable to me.*

Date : _____

(Signature of the employee).”



P. Raghavendra Rao,

Additional Chief Secretary to Government, Haryana,
Finance Department.

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FINANCE DEPARTMENT**

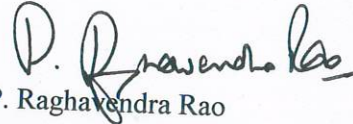
NOTIFICATION

The 4th December, 2017

No. 2/13/2017-4FR .— In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Services (Allowances to Government Employees) Rules, 2016, namely :-

1. These rules may be called the Haryana Civil Services (Allowances to Government Employees) Amendment Rules, 2017.
2. In the Haryana Civil Services (Allowances to Government Employees) Rules, 2016, in rule 47, in the table, after serial number 6 and entries thereagainst, the following serial number and entries thereagainst shall be added, namely:-

“7	any kind of leave	During the entire period of such leave”.
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P. Raghavendra Rao

Additional Chief Secretary to Government, Haryana,
Finance Department.