



PAY FIXATION ON MACP

AVAILABLE OPTIONS UNDER FR 22(1)(A)(1):

OPTION 1: Pay Fixation from the date of grant of MACP.

OPTION 2: Pay Fixation from the date of Next Increment.

IMPORTANT: 1) If any employee does not submit any option, then OPTION 1 is automatically applicable.

2) If any employee wants to opt OPTION 2, he/she must have to submit his/her option in written duly countersigned by the HOS and entered in Diary Register.

3) Any option must be submitted within **1 Month** from the date of issue of MACP order.

4) In case of Promotion, any option under FR 22 is not available if the promotion is on Ad-Hoc basis. These options are available only after regular promotion.

NOTE: In this overview, Date of Increment is taken as 1 JULY.

CASE 1: Date of Grant of MACP is 1st January

- There is no need to exercise any option.
- One Notion Increment due to MACP will be given on 1st January in the existing level and then Basic Pay will be fixed in next level on the same figure (if exist) or next higher figure.
- Next Increment will be applicable on 1st July of same year and on 1st July thereafter each year.

CASE 2: Date of Grant of MACP is 1st July

- There is no need to exercise any option.
- Firstly, One Annual Increment in existing level will be given on 1st July.
- Then, One Notion Increment due to MACP will be given on 1st July in the existing level and then Basic Pay will be fixed in next level on the same figure (if exist) or next higher figure.
- Next Increment will be applicable on 1st January of next year and on 1st January thereafter each year.



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CASE 3: Date of Grant of MACP is 2nd January to 30th June

- **OPTION-2 IS MOST BENEFICIAL IN ALMOST ALL CASES.**

(A) PAY FIXATION UNDER OPTION 1 (from the date of MACP):

- One Notion Increment will be given on the date of grant of MACP in the existing level and then Basic Pay will be fixed in next level on the same figure (if exist) or next higher figure.
- Next Increment will be applicable on 1st January of next year and on 1st January thereafter each year.

(B) PAY FIXATION UNDER OPTION 2 (from the date of Next Increment):

- Firstly, on the date of grant of MACP, the Basic Pay will be fixed **in next level** on the same figure (if exist) or next higher figure.
- Increase in TA (if applicable) is also applicable from the date of grant of MACP.
- Then, on 1st July (date of annual increment), One Annual Increment will be given in previous level.
- Thereafter, on 1st July (date of annual increment), One Notion Increment due to MACP will be given in previous level.
- And then, on 1st July (date of annual increment), Basic Pay will be fixed in next level on the same figure (if exist) or next higher figure.
- Next Increment will be applicable on 1st January of next year and on 1st January thereafter each year.



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CASE 4: Date of Grant of MACP is 2nd July to 31st December

- **OPTION-2 IS MOST BENEFICIAL IN ALMOST ALL CASES.**

(A) PAY FIXATION UNDER OPTION 1 (from the date of MACP):

- One Notion Increment will be given on the date of grant of MACP in the existing level and then Basic Pay will be fixed in next level on the same figure (if exist) or next higher figure.
- Next Increment will be applicable on 1st July of next year and on 1st July thereafter each year.

(B) PAY FIXATION UNDER OPTION 2 (from the date of Next Increment):

- Firstly, on the date of grant of MACP, the Basic Pay will be fixed **in next level** on the same figure (if exist) or next higher figure.
- Increase in TA (if applicable) is also applicable from the date of grant of MACP.
- Then, on 1st July of next year (date of annual increment), One Annual Increment will be given in previous level.
- Thereafter, on 1st July of next year (date of annual increment), One Notion Increment due to MACP will be given in previous level.
- And then, on 1st July of next year (date of annual increment), Basic Pay will be fixed in next level on the same figure (if exist) or next higher figure.
- Next Increment will be applicable on next 1st January which will occur after pay fixation and on 1st January thereafter each year.



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SAMPLE PAY FIXATION

CASE 1: Date of Grant of MACP is 1st January

For example, existing basic pay Rs. 58600 in Level 7, grant MACP to Level 8 w.e.f. 01/01/2019.

1. Basic Pay as on 31/12/2018 in Level-7 (before the grant of MACP) 58600
2. Basic Pay as on 01/01/2019 in Level-7 (Notional Increment due to MACP) 60400
3. Basic Pay as on 01/01/2019 in Level-8 Cell-9 (after the grant of MACP) **60400**
4. Basic Pay as on 01/07/2019 in Level-8 Cell-10 62200
5. Date of Next Increment: **01/07/2020**

CASE 2: Date of Grant of MACP is 1st July

For example, existing basic pay Rs. 58600 in Level 7, grant MACP to Level 8 w.e.f. 01/07/2019.

1. Basic Pay as on 30/06/2019 in Level-7 (before the grant of MACP) 58600
2. Basic Pay as on 01/07/2019 in Level-7 (Annual Increment) 60400
3. Basic Pay as on 01/07/2019 in Level-7 (Notional Increment due to MACP) 62200
4. Basic Pay as on 01/07/2019 in Level-8 Cell-10 (after the grant of MACP) **62200**
5. Basic Pay as on 01/01/2020 in Level-8 Cell-11 64100
6. Date of Next Increment: **01/01/2021**

CASE 3: Date of Grant of MACP is 2nd January to 30th June

For example, existing basic pay Rs. 58600 in Level 7, grant MACP to Level 8 w.e.f. 11/03/2019.

OPTION 1:

1. Basic Pay as on 10/03/2019 in Level-7 (before the grant of MACP) 58600
2. Basic Pay as on 11/03/2019 in Level-7 (Notional Increment due to MACP) 60400
3. Basic Pay as on 11/03/2019 in Level-8 Cell-9 (after the grant of MACP) **60400**
4. Basic Pay as on 01/01/2020 in Level-8 Cell-10 62200
5. Date of Next Increment: **01/01/2021**



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OPTION 2:

| | |
|---|--------------|
| 1. Basic Pay as on 10/03/2019 in Level-7 (before the grant of MACP) | 58600 |
| 2. Basic Pay as on 11/03/2019 in Level-8 Cell-8 (after the grant of MACP) | 58600 |
| 3. Basic Pay as on 01/07/2019 in Level-7 (Annual Increment) | 60400 |
| 4. Basic Pay as on 01/07/2019 in Level-7 (Notional Increment due to MACP) | 62200 |
| 5. Basic Pay as on 01/07/2019 in Level-8 Cell-10 (after the grant of MACP) | 62200 |
| 6. Basic Pay as on 01/01/2020 in Level-8 Cell-11 | 64100 |
| 7. Date of Next Increment: 01/01/2021 | |

CASE 4: Date of Grant of MACP is 2nd July to 31st December

For example, existing basic pay Rs. 70000 in Level 8, grant MACP to Level 9 w.e.f. 11/08/2019.

OPTION 1:

| | |
|---|--------------|
| 1. Basic Pay as on 10/08/2019 in Level-8 (before the grant of MACP) | 70000 |
| 2. Basic Pay as on 11/08/2019 in Level-8 (Notional Increment due to MACP) | 72100 |
| 3. Basic Pay as on 11/08/2019 in Level-9 Cell-12 (after the grant of MACP) | 73400 |
| 4. Basic Pay as on 01/07/2020 in Level-9 Cell-13 | 75600 |
| 5. Date of Next Increment: 01/07/2021 | |

OPTION 2:

| | |
|---|--------------|
| 1. Basic Pay as on 10/08/2019 in Level-8 (before the grant of MACP) | 70000 |
| 2. Basic Pay as on 11/08/2019 in Level-9 Cell-11 (after the grant of MACP) | 71300 |
| 3. Basic Pay as on 01/07/2020 in Level-8 (Annual Increment) | 72100 |
| 4. Basic Pay as on 01/07/2020 in Level-8 (Notional Increment due to MACP) | 74300 |
| 5. Basic Pay as on 01/07/2020 in Level-9 Cell-13 (after the grant of MACP) | 75600 |
| 6. Basic Pay as on 01/01/2021 in Level-9 Cell-14 | 77900 |
| 7. Date of Next Increment: 01/01/2022 | |

FORM OF OPTION

[Under FR 22(1)(a)(1)]

I, _____, Employee ID: _____,
Designation: _____, do hereby elect to continue
on existing Basic Pay of my substantive post till the date of my next increment
i.e. _____ and then fix my Basic Pay in next higher Level as
granted in **1st / 2nd / 3rd MACP.**

Signature :.....

Name :.....

Designation :.....

Office in which employed :.....

:.....

Date:

Station: Delhi

Countersigned by

Head of School

UNDERTAKING REGARDING EXCESS PAYMENT

I, _____, Employee ID: _____,

Designation: _____, do hereby undertake:

1. That, I will refund my part/complete amount received under MACP, if later found incorrect/wrong at any stage.

2. That, I have never refused vacancy based promotion before the due date of my MACP and if later found incorrect, action as per rule may be initiated against me and I will have no objection to refund the excess amount on account of arrear on grant of financial up gradation under MACP.

Signature :.....

Name :.....

Designation :.....

Office in which employed :.....

:.....

Date:

Station: Delhi

Countersigned by

Head of School

Table 5: Pay Matrix (Civilian Employees)

| Pay Band | 5200-20200 | | | | | 9300-34800 | | | | 15600-39100 | | |
|----------------|------------|-------|-------|-------|-------|------------|--------|--------|--------|-------------|--------|--------|
| Grade Pay | 1800 | 1900 | 2000 | 2400 | 2800 | 4200 | 4600 | 4800 | 5400 | 5400 | 6600 | 7600 |
| Entry Pay (EP) | 7000 | 7730 | 8460 | 9910 | 11360 | 13500 | 17140 | 18150 | 20280 | 21000 | 25350 | 29500 |
| Level | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| Index | 2.57 | 2.57 | 2.57 | 2.57 | 2.57 | 2.62 | 2.62 | 2.62 | 2.62 | 2.67 | 2.67 | 2.67 |
| 1 | 18000 | 19900 | 21700 | 25500 | 29200 | 35400 | 44900 | 47600 | 53100 | 56100 | 67700 | 78800 |
| 2 | 18500 | 20500 | 22400 | 26300 | 30100 | 36500 | 46200 | 49000 | 54700 | 57800 | 69700 | 81200 |
| 3 | 19100 | 21100 | 23100 | 27100 | 31000 | 37600 | 47600 | 50500 | 56300 | 59500 | 71800 | 83600 |
| 4 | 19700 | 21700 | 23800 | 27900 | 31900 | 38700 | 49000 | 52000 | 58000 | 61300 | 74000 | 86100 |
| 5 | 20300 | 22400 | 24500 | 28700 | 32900 | 39900 | 50500 | 53600 | 59700 | 63100 | 76200 | 88700 |
| 6 | 20900 | 23100 | 25200 | 29600 | 33900 | 41100 | 52000 | 55200 | 61500 | 65000 | 78500 | 91400 |
| 7 | 21500 | 23800 | 26000 | 30500 | 34900 | 42300 | 53600 | 56900 | 63300 | 67000 | 80900 | 94100 |
| 8 | 22100 | 24500 | 26800 | 31400 | 35900 | 43600 | 55200 | 58600 | 65200 | 69000 | 83300 | 96900 |
| 9 | 22800 | 25200 | 27600 | 32300 | 37000 | 44900 | 56900 | 60400 | 67200 | 71100 | 85800 | 99800 |
| 10 | 23500 | 26000 | 28400 | 33300 | 38100 | 46200 | 58600 | 62200 | 69200 | 73200 | 88400 | 102800 |
| 11 | 24200 | 26800 | 29300 | 34300 | 39200 | 47600 | 60400 | 64100 | 71300 | 75400 | 91100 | 105900 |
| 12 | 24900 | 27600 | 30200 | 35300 | 40400 | 49000 | 62200 | 66000 | 73400 | 77700 | 93800 | 109100 |
| 13 | 25600 | 28400 | 31100 | 36400 | 41600 | 50500 | 64100 | 68000 | 75600 | 80000 | 96600 | 112400 |
| 14 | 26400 | 29300 | 32000 | 37500 | 42800 | 52000 | 66000 | 70000 | 77900 | 82400 | 99500 | 115800 |
| 15 | 27200 | 30200 | 33000 | 38600 | 44100 | 53600 | 68000 | 72100 | 80200 | 84900 | 102500 | 119300 |
| 16 | 28000 | 31100 | 34000 | 39800 | 45400 | 55200 | 70000 | 74300 | 82600 | 87400 | 105600 | 122900 |
| 17 | 28800 | 32000 | 35000 | 41000 | 46800 | 56900 | 72100 | 76500 | 85100 | 90000 | 108800 | 126600 |
| 18 | 29700 | 33000 | 36100 | 42200 | 48200 | 58600 | 74300 | 78800 | 87700 | 92700 | 112100 | 130400 |
| 19 | 30600 | 34000 | 37200 | 43500 | 49600 | 60400 | 76500 | 81200 | 90300 | 95500 | 115500 | 134300 |
| 20 | 31500 | 35000 | 38300 | 44800 | 51100 | 62200 | 78800 | 83600 | 93000 | 98400 | 119000 | 138300 |
| 21 | 32400 | 36100 | 39400 | 46100 | 52600 | 64100 | 81200 | 86100 | 95800 | 101400 | 122600 | 142400 |
| 22 | 33400 | 37200 | 40600 | 47500 | 54200 | 66000 | 83600 | 88700 | 98700 | 104400 | 126300 | 146700 |
| 23 | 34400 | 38300 | 41800 | 48900 | 55800 | 68000 | 86100 | 91400 | 101700 | 107500 | 130100 | 151100 |
| 24 | 35400 | 39400 | 43100 | 50400 | 57500 | 70000 | 88700 | 94100 | 104800 | 110700 | 134000 | 155600 |
| 25 | 36500 | 40600 | 44400 | 51900 | 59200 | 72100 | 91400 | 96900 | 107900 | 114000 | 138000 | 160300 |
| 26 | 37600 | 41800 | 45700 | 53500 | 61000 | 74300 | 94100 | 99800 | 111100 | 117400 | 142100 | 165100 |
| 27 | 38700 | 43100 | 47100 | 55100 | 62800 | 76500 | 96900 | 102800 | 114400 | 120900 | 146400 | 170100 |
| 28 | 39900 | 44400 | 48500 | 56800 | 64700 | 78800 | 99800 | 105900 | 117800 | 124500 | 150800 | 175200 |
| 29 | 41100 | 45700 | 50000 | 58500 | 66600 | 81200 | 102800 | 109100 | 121300 | 128200 | 155300 | 180500 |
| 30 | 42300 | 47100 | 51500 | 60300 | 68600 | 83600 | 105900 | 112400 | 124900 | 132000 | 160000 | 185900 |
| 31 | 43600 | 48500 | 53000 | 62100 | 70700 | 86100 | 109100 | 115800 | 128600 | 136000 | 164800 | 191500 |
| 32 | 44900 | 50000 | 54600 | 64000 | 72800 | 88700 | 112400 | 119300 | 132500 | 140100 | 169700 | 197200 |
| 33 | 46200 | 51500 | 56200 | 65900 | 75000 | 91400 | 115800 | 122900 | 136500 | 144300 | 174800 | 203100 |
| 34 | 47600 | 53000 | 57900 | 67900 | 77300 | 94100 | 119300 | 126600 | 140600 | 148600 | 180000 | 209200 |
| 35 | 49000 | 54600 | 59600 | 69900 | 79600 | 96900 | 122900 | 130400 | 144800 | 153100 | 185400 | |
| 36 | 50500 | 56200 | 61400 | 72000 | 82000 | 99800 | 126600 | 134300 | 149100 | 157700 | 191000 | |
| 37 | 52000 | 57900 | 63200 | 74200 | 84500 | 102800 | 130400 | 138300 | 153600 | 162400 | 196700 | |
| 38 | 53600 | 59600 | 65100 | 76400 | 87000 | 105900 | 134300 | 142400 | 158200 | 167300 | 202600 | |
| 39 | 55200 | 61400 | 67100 | 78700 | 89600 | 109100 | 138300 | 146700 | 162900 | 172300 | 208700 | |
| 40 | 56900 | 63200 | 69100 | 81100 | 92300 | 112400 | 142400 | 151100 | 167800 | 177500 | | |