



Finance (Pay Cell) Department,
Secretariat,
Chennai - 600 009.

Letter No.9800706/Finance (PC-II) Department/2025, dated:11-04-2025

From
Thiru.S.Nagarajan, I.A.S.,
Secretary to Government (Expenditure).

To
The Accountant General (A & E),
361, Anna Salai,
Chennai – 600 018.

Sir,

Sub: Grant of One Bonus increment to Government servants who have rendered 30 years in the post of Office Assistant – Common Clarification – Issued – Regarding.

- Ref: 1. G.O.Ms.No.216, Finance (PC) Department, dated:22.03.1993.
2. G.O.Ms.No.562, Finance (PC) Department, dated:28.09.1998.
3. Government Letter No.35681/Finance (CMPC) Department/2000-2, dated: 19.09.2000.
4. G.O.Ms.No.234, Finance (PC) Department, dated:01.06.2009.
5. G.O.Ms.No.303, Finance (PC) Department, dated:11.10.2017.
6. Audit Objection made by A.G.Nos. P01/10125856/4/ R0125856, P01/1/10127242/ ADK/660 & P01/10128378/3/ R0128378/390, dated:11.09.2023, 05.06.2024 & 16.12.2024.
7. Representation of Thiru.P.Govindaraj, Thiru.A.Manimuthu and Thiru.P.Kugan through in file from Finance (OP-2) Department, Public Department and AD&TW Department.

I am to invite your attention to the references cited.

2. In the reference second cited, orders have been issued to the effect that the employees stagnated 30 years of service in a same post is entitled one bonus increment as an incentive.

P.T.O.

3. In reference fourth and fifth cited, among others orders have been issued to the effect that the existing scheme of sanctioning of bonus increment at the rate of 3% of Basic Pay including Grade Pay to the employees who have completed 30 years of continues service in the same post shall be continued in the revised pay structure.

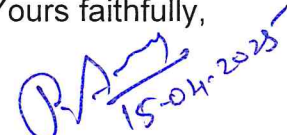
4. In the reference third cited, it has been clarified that employees stagnating in a post beyond 30 years by relinquishing their rights of promotion are not eligible for the sanction of one bonus increment as per the reference second cited.

5. In the letter reference sixth cited, the Accountant General has raised objections in the pension proposals for sanction of one bonus increment to the individuals on completion of 30 years of service in the post of Office Assistant who have relinquished their promotion to the post of Record Clerk.

6. The Tamil Nadu Administrative Tribunal in O.A.No.1625 of 91 filed by Tamil Nadu Government Office Assistants and Basic Servants' Association, has observed that the post of Record Clerk is not an avenue of promotion for Office Assistants for the reason that only persons with the prescribed qualification are appointed by transfer to the post of Record Clerk. Hence, the Tribunal has ordered that the proviso to para 4 of the G.O.Ms.No.304, Finance (PC) Department, dated:28.03.1990 will not be applicable to Office Assistants. Therefore, the post of Office Assistant was considered for awarding Selection Grade / Special Grade scales of pay as per the scales of pay indicated in the annexure of the G.O.Ms.No.304, Finance (PC) Department, dated:28.03.1990 without restricting the scale of pay to the post of Record Clerk as per the reference first cited.

7. Therefore, I am to clarify, that the post of Record Clerk is not a regular promotion post for the post of Office Assistant and only the persons with the prescribed qualification are appointed to the post of Record Clerk by transfer of service and not filled up by promotion. Hence, based on the above said line the post of Office Assistant is exempted from the clarification issued in reference third cited and the post of Office Assistant is eligible for the sanction of one bonus increment even if they relinquish the appointment of Record Clerk by transfer.

Yours faithfully,


for Secretary to Government
(Expenditure)

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