

**GOVERNMENT OF RAJASTHAN  
FINANCE DEPARTMENT  
(RULES DIVISION)**

**MEMORANDUM**

No.F.15(1) FD(Rules)/2017

Jaipur, dated : 27 DEC 2017

**Subject : Inclusion of left out posts and correction of errors and omissions, if any in the Rajasthan Civil Services (Revised Pay) Rules, 2017.**

The Rajasthan Civil Services (Revised Pay) Rules, 2017 have been promulgated with effect from 01.01.2016 vide Finance Department Notification No. F.15(1)FD(Rules)/2017 dated 30.10.2017 as amended vide Notification of even number dated 09.12.2017 and uploaded on FD's website [www.finance.rajasthan.gov.in](http://www.finance.rajasthan.gov.in). Pay Scales of posts in various departments have been indicated in Section 'A', 'B' & 'C' of Schedule - II appended to these rules. It may possible that certain posts which exist in the departments might have not been included in Schedule-II, because the information was not furnished by certain departments in response to communication addressed by this department to the Administrative Departments calling forth the requisite information. Every effort has been made to incorporate the names of existing posts with correct existing pay scales on the basis of information available with this department and supplied by the administrative departments, despite that if there is any printing error/omission, the same may kindly be intimated to this department urgently.

2. While communicating information in regard to left out posts, the department may kindly consider the following facts, namely: -

- (i) Names of posts which existed / exist in the department on 01.01.2016 but have not been incorporated in the Schedule.
- (ii) Names of the posts which do not exist in the department on 01.01.2016 but have been incorporated in the Schedule which are to be deleted.
- (iii) Posts created on or after 01.01.2016 but not indicated in the Schedule.
- (iv) If nomenclature of post and / or existing pay scales shown incorrect in the Schedule, the correct nomenclature of post and pay scale.

3. Fixation of pay in respect of left out posts which do not find place in Schedule-II may not be done until the posts have been included in the relevant Schedules of the aforesaid rules.

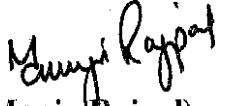
4. Any delay caused in the matter of inclusion of left out posts in the aforesaid rules would result in unnecessary hardship to Government servants. It is, therefore, enjoined upon the Administrative Departments and Heads of Departments that they may kindly send complete information to this department in respect of left out posts in the enclosed Proforma to amend the aforesaid rules. Besides, the department may also send a certificate that the existing posts with existing pay scales incorporated in the Schedule-II have been checked and are correct. The information regarding errors and omissions may be sent separately.

5. No payment of special pay may be made with effect form 01.01.2016 and onwards in cases where the entry of special pay in Schedule-III has not been

included in respect of Government servants drawing pay in the existing pay scales as well as in Revised Pay Rules, 2017.


6. The above information may please be made available within a period of fortnight.

Kindly acknowledge.

  
(Manju Rajpal)  
Secretary to the Government  
Finance (Budget)

Copy forwarded to :-

1. All Additional Chief Secretaries/Principal Secretaries/ Secretaries/ Special Secretaries to the Government.
2. All Heads of the Departments.
3. Registrar General, Rajasthan High Court, Jodhpur.
4. Secretary, Lokayukt Sachivalaya, Jaipur,
5. Secretary, Rajasthan Legislative Assembly.
6. Secretary, Rajasthan Public Service Commission.

  
(Mahendra Singh Bhukar)  
Joint Secretary, Finance (Rules)

(R.P.S. 2017-05/17)

**PROFORMA FOR INCLUSION OF LEFT OUT POSTS IN SCHEDULE-II  
OF RAJASTHAN CIVIL SERVICES (REVISED PAY) RULES, 2017**

**Name of the Department : .....**

Nomenclature of the left out posts	Existing pay scale in RCS (RP) 2008		Whether included in the Schedule of the service rules, if yes, state name of the service rules and date from which included in the Schedule (copy of schedule be enclosed)	If the post has not been included in the service rules, a copy of order prescribing qualification, pay scale and experience for the post may be enclosed
	RPB	GP		
1	2	3	4	5

Indicate No. & Date of the order of creation of left out posts ( copy of the order along with RPB and GP be enclosed)	if tenure of the post created for specific period has already been expired, a copy of the last extension order be enclosed	Nomenclature and pay scale of the posts which have been included in the schedule but do not exist in the department on 01.01.2016	Any additional information relevant for inclusion of the post in the Schedule
6	7	8	9

**Signature & Seal of  
Head of Department**