

Government of Haryana
General Administration Department
General Services-II Branch
No. 10/01/2014-3GSII

Chandigarh, April, 24th, 2014

To

1. All the Additional Chief Secretaries/ Principal Secretaries to Government of Haryana.
2. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak & Gurgaon Division.
3. The Registrar, Punjab and Haryana High Court, Chandigarh.
4. All Deputy Commissioners and Sub Divisional Officer (Civil) in Haryana.
5. All the Managing Directors of Boards/Corporations/Public Undertaking of Government of Haryana.

Subject: Grant of Additional Increment(s) to Government Employees on acquiring of related higher skill/degree during service.

Sir/ Madam,

I am directed to invite your attention to the report of the Pay Revision Committee on the subject noted above which may read as under:-

‘Incentive for acquiring higher qualification.

The expectation of citizen for good governance coupled with the growing complexities in various areas of administration requires Govt. officials to upgrade their skills and knowledge. The Committee feels that acquisition of relevant higher skills by Government officials need to be encouraged in a big way. It therefore, recommends that two additional increments should be given to such Govt. employees who acquire higher skills relevant to their fields of work. For the purpose, all Department should, in consultation with the General Administration Department notify the skill sets and qualifications which are to be considered higher skills for the different cadres and frame appropriate guidelines. ...’

Keeping in view the aforesaid advice of the FD, you are requested to inform the skill sets and professional qualifications which are required to be considered as higher skills for different cadres so that necessary general instructions regarding grant of additional increment(s) to such Government employees who acquire such kind of higher skills relevant to their field of work can be issued.

Yours faithfully

