

LIFE INSURANCE CORPORATION OF INDIA
CENTRAL OFFICE, MUMBAI

Department: Personnel/ER

Circular No.: CO/PER/ER-A/336/2024

‘Yogakshema’
JeevanBima Marg
Mumbai-400 021.

7th May, 2024

TO ALL OFFICES OF THE CORPORATION:

Re: Instructions for implementation of the Life Insurance Corporation of India Class-III & Class-IV Employees (Revision of Terms and Conditions of service) Amendment Rules 2024.

Whereas the scales of pay, dearness allowance and other service conditions applicable to Class-III and Class-IV Employees of the Corporation have been revised by the

1. Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Amendment Rules 2024 (hereinafter referred to as the 'Amended Revision Rules'),
2. Life Insurance Corporation of India Class-III Employees (Special Allowance for Passing Examinations) Amendment Rules, 2024,
3. Life Insurance Corporation of India (Special Area Allowance) Amendment Rules, 2024.

[Copies of the said Amended Rules are appended as **Appendix-I.**]

The Chairperson in exercise of the powers conferred on him by sub-rule (2) of Rule 51 read with Rule 4 of the Life Insurance Corporation of India (Staff) Rules, 1960, has issued the following instructions providing for the method of fixation in the new scales of pay and other matters connected therewith or incidental thereto.

1. **SHORT TITLE:**

These instructions shall be called the Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Instructions, 2024.

2. **DEFINITIONS:**

- a) "Date of Notification" means 30.04.2024.
- b) "Existing employee" means a whole time salaried employee in the permanent establishment of the Corporation who was in the service on the date of notification.
- c) "Existing Scales" or "pre-revised scales" mean the scales which were applicable to the employees immediately before they were governed by the Amended Revision Rules.
- d) "New Scales" or "revised scales" mean the scales as revised by the Amended Revision Rules.
- e) "Option under the Revision Rules" means the option referred to in sub-rule (3) of Rule 1 of the Amended Revision Rules to be governed by the provisions of the Revision Rules from a date not earlier than the date on which the said Rules come into force.

3. **ELIGIBILITY:**

- (1) These instructions shall apply to the Class-III and Class-IV employees who were in the whole-time salaried service in the permanent establishment of the Corporation as on 01.08.2022 and those who have joined the whole time salaried service in the permanent establishment of the Corporation after that date.

Provided, however, that those employees whose resignation had been accepted on or before the date of notification irrespective of whether they are relieved or not or whose services had been terminated under Rule 39 of Life Insurance Corporation of India (Staff) Rules, 1960, during the period between 01.08.2022 and 30.04.2024 (both days inclusive) shall not be eligible for the arrears on account of this revision.

- (2) For removal of doubt, it is clarified that these instructions shall **not** apply to –

- i) temporary employees
- ii) employees engaged on daily wages
- iii) badli workers
- iv) part-time employees

- v) work charged employees
- vi) employees who have been appointed on an ad-hoc basis and to whom the provisions of the Life Insurance Corporation of India (Staff) Rules, 1960 do not apply including CBSE Apprentices, Actuarial Apprentices, etc.
- vii) employees whose services have been terminated under Rule 39 of the Life Insurance Corporation of India (Staff) Rules, 1960 on or before the date of notification.

4. METHOD OF FIXATION:

- (1) (a) **For the limited period from 01.08.2022 to the date of notification: -** Fitment in the new scales of pay set forth in the Amended Revision Rules shall be done w.e.f. 01.08.2022 with reference to the basic pay as on 01.08.2022 in the corresponding existing scale or as on the date of appointment, if later, as per the enclosed Fitment Chart (**Appendix-II**). Subsequently as and when there is a change in the pre-revised basic pay due to release of NGI, Stagnation Increment, Fitment on promotion etc., the fitment chart will have to be referred to and the revised basic pay shall be fixed corresponding to the pre-revised basic pay at every stage where change in the basic pay has occurred in the pre-revised scale.

(b) **After the date of notification: -**

There may be no need to refer to pre-revised scales. All the changes after the date of notification shall be effected in the revised scales of pay.

- (2) In the cases of those Ex-Servicemen who have been re-appointed in the service of the Corporation on or after 1st August 2022 but before the date of notification, the pay fixed in the pre-revised scales need not be reopened. Their basic pay in the revised scales will be fixed in the same manner as is done in the case of other employees recruited by the Corporation.
- (3) The Amended Revision Rules, 2024 provide for an option to the employees to be governed by the said rules from any date not earlier than 01.08.2022 and not later than the date of publication of this notification in the official gazette i.e. 30.04.2024. The option has to be exercised within the time limit specified by the Corporation.

Accordingly, it has been decided that the employees may be allowed to exercise the option on or before 31.05.2024. The employees who wish to exercise the option may exercise the same in pro forma prescribed in **Appendix-III**.

In case of employees who exercise the option, the fitment of their salary in the new scales shall be done from the date so opted.

The employees shall not be eligible for the arrears on account of revision upto the date so chosen.

(4) Fitment on Promotion:

Any employee promoted to any post in Class III or Class IV and fixed in the pre-revised scale of pay applicable to the post to which he was promoted on or after 01.08.2022, may re-exercise the option that was allowed to him under sub-rule (2) of Rule (52) of L.I.C. of India (Staff) Rules, 1960, as regard the date of fixation in the revised scale of pay of the post to which he was promoted. This option shall be exercised on or before 31.05.2024 in the Pro forma prescribed in **Appendix III-A** and his salary so re-fixed in accordance with this option will be final.

5. DEARNESS ALLOWANCE:

(1) Sub-rule (1) of Rule 8 of the Life Insurance Corporation of India Class-III and Class-IV employees (Revision of Terms and Conditions of Service) Rules, 1985, has been amended.

As a result of the same, the Dearness Allowance to the Class-III and Class-IV employees shall be paid or recovered at the rate of 0.06% of pay plus Special Allowance as per Rule 13B for every 4 points increase or fall, as the case may be, in the quarterly average of All India Consumer Price Index above 8456 points.

(2) The 'Pay' for the purpose of calculation of dearness allowance shall include Basic Pay, addition to Basic Pay, Special Allowances payable to Head Peon, Liftmen and Watchmen, Graduation Allowance payable to Assistants and Stenographers, Special Allowance for Passing Examinations payable to Class-III employees under Life Insurance Corporation of India Class-III Employees (Special Allowance for Passing Examinations) Rules, 1988.

(3) The number of slabs for which the dearness allowance becomes payable as per the pre-revised and revised rules has been shown in **Appendix-IV**.

(4) Additional dearness allowance, wherever drawn, will continue to be paid.

6. HOUSE RENT ALLOWANCE:

(1) The scales of HRA payable to Class-III and Class-IV employees have been revised as under:

S.No.	Place of posting	Rate of House Rent Allowance
(1)	(2)	(3)
1.	Cities of Mumbai, Kolkata, Chennai, New Delhi, Noida, Faridabad, Ghaziabad, Gurugram, Navi Mumbai, Hyderabad, Bengaluru and other cities with population of 45 lakh and above.	10 per cent of Pay subject to the minimum of Rs. 2900 per month and the maximum of Rs. 13000 per month
2.	Cities with population exceeding 12 lakh, but less than 45 lakh and except those mentioned at S.No.1 and any city in the State of Goa.	8 per cent of Pay subject to the minimum of Rs. 2500 per month and the maximum of Rs. 11000 per month
3.	Other places.	7 per cent of Pay subject to the minimum of Rs.2400 per month and the maximum of Rs.10500 per month

The population figures for the above purpose shall be as per the latest Census Report. Further, the cities shall also include their urban agglomerations.

- (2) Pay for the purpose of House Rent Allowance shall include basic pay, additions to basic pay referred to in Rule 7, special allowance referred to in sub-rule (2)(a) of Rule 6, graduation allowance payable to Assistants and Stenographers referred in sub-rule (b)(ii) of Rule 19A, special allowance for passing examinations under Life Insurance Corporation of India Class-III Employees (Special Allowance for Passing Examinations) Rules, 1988 and Fixed Personal Allowance as referred under Rule 19D.
- (3) House Rent Allowance is not payable to any employee occupying staff quarter/leased accommodation. However, in the cases of those employees who were allotted staff quarters prior to 01.04.1983, the House Rent Allowance which was being paid to them on the day immediately preceding 01.04.1983, shall be paid so long as they are in occupation of the staff quarters.
- (4) Employees who are allotted staff quarter/leased accommodation are required to pay such license fee as may be decided by the Corporation from time to time. At present it is being

deducted at the rate of 0.50% of the minimum of the scale. The revised rate of deduction shall be 0.30% of minimum of the scale with effect from 01.05.2024.

- (5) Where the husband and wife are employee(s)/officer(s), whether posted at the same station or not, House Rent Allowance may be paid to both of them as hitherto, if they are not staying in staff quarter or leased accommodation.
- (6) If they are at the same station, they shall be allotted only one staff quarter and the license fee shall be recovered at the appropriate rate from the employee to whom the staff quarter is allotted but his/her spouse may be paid the House Rent Allowance.
- (7) If any employee has been allowed, as a matter of concession, to retain or have any staff quarter at his/her previous place of posting or elsewhere, HRA will not be admissible to him/her and the license fee payable by him/her in respect of the staff quarter which he/she has been allowed to retain or to have at any other place as a matter of concession shall be determined in accordance with such instructions as may be issued by the Corporation from time to time in this regard.

The chart showing classification of cities for HRA is enclosed as **Appendix-V (A)**. The cities shall include their urban agglomerations.

7. **CITY COMPENSATORY ALLOWANCE:**

The revised Rule 10 lays down the rates of city compensatory allowance which will be payable on the basis of revised pay. The city compensatory allowance at the revised rates shall be payable w.e.f. 01.08.2022. The rates are as under:-

S.No.	Place of posting	Rate of CCA
(1)	(2)	(3)
1.	Cities of Mumbai, Kolkata, Chennai, New Delhi, Noida, Faridabad, Ghaziabad, Gurugram, Navi Mumbai, Hyderabad, Bengaluru and other cities with population Of 45 lakh and above.	3 per cent of Pay subject to the minimum of Rs. 900 per month and the maximum of Rs.2600 per month
2.	Cities with population exceeding 12 lakh, but less than 45 lakh and except mentioned at S.No. 1 and any city in the State of Goa.	2.5 per cent of Pay subject to the minimum of Rs. 700 per month and the maximum of Rs.2500 per month

3.	Cities with population of five lakh and above but not exceeding twelve lakh, State Capitals with population not exceeding twelve lakh, Chandigarh, Mohali, Puducherry, Port Blair and Panchkula.	2 per cent of Pay subject to the minimum of Rs. 600 per month and the maximum of Rs. 2100 per month
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The population figures for the above purpose shall be as per the latest Census Report. Further, the cities shall also include their urban agglomerations.

Pay for the purpose of City Compensatory Allowance shall be the basic pay plus addition to basic pay referred to in Rule 7 and Special Allowance payable to Head Peons, Liftmen and Watchmen referred to sub-rule (2)(a) of Rule 6.

The charts showing classification of cities for CCA is enclosed as **Appendix-V (B)**.

8. SPECIAL ALLOWANCE, FUNCTIONAL ALLOWANCE AND HILL ALLOWANCE:

(1) Special Allowance:

With effect from 01.08.2022, the rates of Special Allowances in terms of Rule 4 (2) and 6 (2) (a) payable to Class-III and Class-IV employees, respectively, under the Revision Rules have been revised as under:

- A) Higher Grade Assistants appointed as Internal Audit Assistants
 - a) For the first five years - Rs. 2515/- per month
 - b) For the next five years - Rs. 2870/-per month
 - c) For the subsequent years - Rs. 3100/- per month
- B) Assistants appointed as receiving and paying Cashiers -Rs.5820/- per month.
- C) Officiating Cashier Allowance to Class III shall be Rs.140/- per day for paying and receiving cash.
- D) Head Peons, Liftmen and Watchmen - Rs.2670/- per month.

The Special Allowance payable to Head Peons, Liftmen and Watchmen shall count for all the purposes.

(2) Functional Allowance:

Functional Allowance in terms of Rule 4(3) and Rule 6(2) (b) of the Revision Rules, 1985 in respect of the following stand revised as under:

Class-III Employees:

Banda, Duplicating and Xerox Machine Operators in the scale of Pay of Record Clerks: - Rs.355/- per month

Microprocessor Operators in the scale of Pay of Assistants - Rs.670/- per month

Programmers in the scale of pay of Higher Grade Assistants - Rs.2095/- per month

Provided that functional allowance of Rs. 2095/- per month shall not be payable to those programmers in the scale of pay of Higher Grade Assistants on joining ITSG as per Rule 9(3) of LIC of India Information Technology Specialist Group (Selection, terms & conditions of service & payment of allowance) Rules, 2007.

Provided further that an existing Class III employee, who is in receipt of any Functional Allowance as on the 31st day of July, 2022 shall continue to draw the same so long as he is holding the post to which the Functional Allowance is attached, to be absorbed in future wage revision.

Class-IV Employees:

Franking Machine Operators in the scale of Sepoy shall be paid a Functional Allowance of Rs.285/- per month.

These revised rates of Functional Allowance shall come into force from 01.08.2022.

The allowances under Clause 8(1)(A), 8(1)(B), 8(1)(C) and 8(2) shall not count for the purpose of calculation of Dearness Allowance, Provident fund, Gratuity, House Rent Allowance, Pension, encashment of privilege leave and fixation of salary on promotion.

(3) Hill Allowance:

Rule 11 of the Revision Rules, as amended, lays down the revised rates of hill allowance with effect from 01.08.2022, which are as under:

S.No.	Places	Rates
(1)	(2)	(3)
1.	Posted at a place situated at a height of 1,500 metres or more above the mean sea level	At the rate of 2.5 per cent of Basic Pay subject to maximum of Rs. 1650/-per month
2.	Posted at a place situated at a height of 1,000 metres or more but less than 1,500 metres above the mean sea level, or at Mercara, or at a place which is specifically declared as a hill station by the Central Government or the State Government concerned for their employees	At the rate of 2 per cent of Basic Pay subject to maximum of Rs.1305/- per month
3.	Posted at a place situated at a height of not less than 750 metres or more above the mean sea level and which is surrounded by and accessible only through hills having a height of 1,000 metres or more above the mean sea level	At the rate of 2 per cent of Basic Pay subject to maximum of Rs.1305/- per month.

Basic Pay for the purpose of grant of Hill Allowance shall include basic pay and additions to the basic pay referred to in Rule 7 of the Revision Rules, 1985 and the Special Allowance payable to the Head Peons, Liftmen and Watchmen referred to sub-rule (2)(a) of Rule 6 of the Revision Rules, 1985.

9. SPECIAL ALLOWANCE :

Rule 13B 'Special Allowance' has been revised in Amended Revision Rules. The allowance under this rule shall be reckoned for the purpose of calculation of dearness allowance but shall not be reckoned for the purposes of Provident Fund, gratuity, House Rent Allowance, pension, encashment of privilege leave and fixation of pay on promotion. The amount of Special Allowance to all Class III and Class IV shall be paid as per the table placed below:-

Table

Sl No.	Class III/ Class IV employees	Allowance per month (Rs.)
1.	Higher Grade Assistant	6000/-
2.	Stenographer	5000/-
3.	Assistant	4000/-
4.	Record Clerk	3600/-
5.	Driver	3600/-
6.	Peon	3200/-
7.	Sweeper	3000/-

10. PROVIDENT FUND:

Rule 18 of the Revision Rules lays down the rate of provident fund which shall continue to remain at 10% of pay. Pay for the purpose of provident fund shall include basic pay, additions to basic pay referred to in Rule 7, special allowance referred to in sub-rule (2) (a) of Rule 6, graduation allowance payable to Assistants and Stenographers, special allowance for passing examinations paid under Life Insurance Corporation of India Class III Employees (Payment of Special Allowance for passing Examination) Rules, 1988 and fixed personal allowance.

Provided however that special allowances referred to in sub-rule (2) of Rule 4 of Revision Rules, shall not count for the purpose of calculation of Provident Fund.

For employees who have appointed before 01.04.2010 and are not governed by the Life Insurance Corporation of India (Employees) Pension Rules, 1995, the difference in the employer's contribution to provident fund has to be remitted to the provident fund authorities.

For employees who are governed by the Life Insurance Corporation of India (Employees) Pension Rules, 1995, the employer's contribution is to be credited to the Life Insurance Corporation of India (Employees) Pension Fund.

As far as additional provident fund is concerned, an employee may be allowed to make or discontinue any additional contribution or vary the rate thereof, subject, however, to the rules of the provident fund or to adjust towards the dues of his regular contribution as a result of revision of scales, any additional contribution made by him from the first day of August, 2022, or from a later date if he is governed by the new scales of pay from a date later than the first

day of August, 2022, provided that no part of any contribution already made shall become refundable as a result thereof.

11. NPS

Employees who have joined the service of the Corporation on or after 01.04.2010 shall be covered under the Institutional Architecture of National Pension System (NPS) as formulated by the Pension Fund and Regulatory Development Authority (PFRDA) as applicable to Corporates to the extent it can be adopted by the Corporation. The Corporation will make contribution of 14 % of Pay w.e.f. 1st August, 2022. The employee's contribution will remain at 10 % of Pay. The definition of "Pay" is as under:

- (i) The basic pay including addition to basic pay, if any; and
- (ii) All allowances counted for the purpose of payment of dearness allowance except special allowance under Rule 13B of Revision Rules, 1985; and
- (iii) Fixed personal allowance not exceeding the last increment in the scale of pay; if any, and
- (iv) Dearness allowance actually drawn by the member on (i) and (ii) above.

12. GRATUITY:

There is no change in the rules regarding Gratuity. However, the employees who have retired or expired on or after 01.08.2022 shall be eligible for the difference on account of gratuity on the basis of revised salary. It may please be noted that since the amended revision rules are not applicable to the employees whose resignation had been accepted or whose services had been terminated under Rule 39 of LIC of India (Staff) Rules, 1960, between the period from 01.08.2022 to the date of notification, they shall not be eligible for arrears on account of gratuity.

Provided further that special allowance referred to in sub rule (2) of Rule 4 and Rule 13B of Revision Rules shall not count for the purpose of calculation of Gratuity.

13. GRADUATION INCREMENTS AND GRADUATION ALLOWANCE:

Graduation Increments:

All existing employees in the scale of pay of Assistant and Stenographer, who are graduate from a recognised university, are eligible for two graduation increments in the scale of pay applicable to them. If such employee is a graduate at the time of appointment, he is eligible for the said increments from the date of his appointment. If he becomes graduate after the date of appointment, he is eligible for the said increments on first day of the month following the month in which the result of the examination is declared. There is no change in above instructions.

Rule 19A of the Revision Rules, 1985 has been amended and as per revised provisions, Assistants who are appointed after the date of publication of this notification in the Official Gazette i.e. 30.04.2024, where required minimum qualification is Graduate, shall not be eligible for Graduation Increments.

Graduation Allowance:

The revised rates of Graduation Allowance shall be as under:

Record Clerks - Rs 1245/- per month.

The Graduation Allowance shall be released from the first day of the month following the month in which result of the examination is declared. Where a graduate Sub-staff is promoted as Record Clerk, he shall draw the Graduation Allowance from the date of fixation of his salary in the scale of Record Clerk. The Graduation Allowance payable to the Record Clerks shall not count for any purpose.

It may be noted that Record Clerks who become Graduates after 31st July, 2007 shall also be eligible for Graduation Allowance.

EMPLOYEES IN THE SCALE OF PAY OF ASSISTANT AND STENOGRAPHER

- (1) An employee who has become a graduate of a recognized University after reaching maximum of the scale of pay - Rs.2680/- per month

The Graduation Allowance shall be released from the first day of the month following the month in which result of the examination is declared.

(2) An employee who has received Graduation Increment and reaches maximum of the scale of pay shall be granted Graduation Allowance as under:

- a) From the first day of the month following completion of one year of service commencing from date of reaching such maximum - Rs.1370/-per month
- b) From the first day of the month following completion of two years of service commencing from the date of reaching such maximum - Rs.2680/- per month

The Graduation Allowance payable to the employees in the scale of Assistants and Stenographers shall count for the purpose of Dearness Allowance, HRA, Provident Fund, Pension, Gratuity, Encashment of Privilege Leave and Fixation of salary on promotion.

Provided however that all those employees in the scale of Assistant and Stenographer who become Graduates after 31st July, 2007 shall not be eligible for Graduation Allowance.

14. ENCASHMENT OF UNAVAILED PRIVILEGE LEAVE:

It may please be noted that since the Amended Revision Rules are not applicable to the employees whose resignations had been accepted or whose services had been terminated under Rule 39 of LIC of India (Staff) Rules, 1960, between the period from 01.08.2022 to the date of notification, they shall not be eligible for the arrears on account of leave encashment.

Provided further that special allowance referred to in sub rule (2) of Rule 4 & Rule 13(B) of Revision Rules shall not count for the purpose of calculation of encashment of Privilege Leave.

15. FIXED PERSONAL ALLOWANCE:

The revised rates of Fixed Personal Allowance payable under Rule 19D of Revision Rules 1985 are shown in **Appendix-V**. Other conditions in this regard remain unchanged. These revised rates shall be effective from 01.08.2022. It may please be noted that a Class III or Class IV employee who has joined the services of the Corporation after 22.06.2000 shall not be eligible for additional increment for computerization and Fixed Personal Allowance.

16. PARADEEP PORT ALLOWANCE:

Every Class-III and Class-IV employee posted at office(s) in Paradeep shall be paid "Paradeep Port Allowance" at the increased rate of Rs.440/- p.m. with effect from 01.05.2024, which shall not rank for any purposes as per Rule 19F. The said allowance shall be paid as long as the employee is posted in Paradeep and shall be discontinued on his transfer to another place.

17. TRANSPORT ALLOWANCE:

Transport Allowance shall be payable to every Class III and IV employee at the rate of Rs. 1200/- per month with effect from 01.08.2022.

18. SPECIAL ALLOWANCE FOR PASSING EXAMINATIONS:

The Life Insurance Corporation of India Class-III Employees (Special Allowance for Passing Examinations) Amendment Rules, 2024, has amended the LIC of India Class-III Employees (Special Allowance for Passing Examination) Rules, 1988 to provide for grant of special allowance at increased rates. The increased Special Allowances as under shall be paid w.e.f. 01.08.2022.

S.No.	Professional or Technical Examination	Special Allowance
(1)	(2)	(3)
(i)	Examination of the Insurance Institute of India, Mumbai: (a) Licentiate (b) Associateship (c) Fellowship	 (a) Rs. 915/- per month (b) Rs. 2,485/- per month (c) Rs. 4,245/- per month
(ii)	Examination of the Institute and Faculty of Actuaries, London	Rs. 915/- per month on passing each subject
(iii)	Examinations of the Institute of Actuaries of India	Rs. 915/- per month on passing each subject

(iv)	Examinations of the Institute of Chartered Accountants of India and the Institute of Cost and Works and Accountants of India:	
	(a) Intermediate	(a) Rs. 1,780/- per month
	(b) Final Group 'A' or 'B'	(b) Rs. 3,045/- per month
	(c) Final Group 'A' and 'B'	(c) Rs. 4,245/- per month
(v)	Master of Business Administration of a recognised University or Institution	Rs. 4,245/- per month
(vi)	Final Examination of the Institute of Company Secretaries of India.	Rs. 4,245/- per month

Other terms and conditions for the release of Special Allowance shall remain unchanged.

19. SPECIAL AREA ALLOWANCE:

The Central Govt. vide a separate notification dated 30.04.2024, has amended the Life Insurance Corporation of India (Special Area Allowance) Rules, 1988 revising the rates of Special Area Allowance. The amendment has come into force w.e.f. 01.08.2022. The conditions regarding release of the said allowance shall remain unchanged and the rate of the allowance shall be as per **Appendix VI**.

20. OVERTIME:

As per the provision of sub-rule (4) of Rule 1 of the Amended Revision Rules, 2024, no arrears on account of over time payment shall be made for the period from 01.08.2022 to the date of notification. Therefore, cases of overtime payments should not be re-opened.

21. WASHING ALLOWANCE:

The Washing Allowance payable to Class-IV employees has been increased from Rs.355/- to Rs.590/- per month with effect from 01.08.2022. Where any employee remains absent and/or avails of leave or does not attend office for whole of the calendar month, no Washing Allowance shall be paid in respect of that month. The payment of Washing Allowance shall be subject to the employee wearing clean/washed uniform.

22. EMPLOYEES PROMOTED TO CLASS-I AFTER 01.08.2022:

Class-III employees who are promoted and fixed in the scale of pay of Class-I after 01.08.2022 may be paid the arrears up to the date of fixation in Class-I scale under these instructions.

23. PAYMENT IN LIEU OF BONUS:

There is no change in the rule relating to payment in lieu of bonus. Payment in lieu of bonus for 2022-23 (from 01.08.2022 to 31.03.2023) has to be re-calculated on the basis of revised salary.

Where, as a result of revision, the salary has increased and, therefore, the employee is eligible to receive the higher payment in lieu of bonus for the above period, the difference may be paid as per rules and where the employee's salary exceeds Rs.21,000/- per month and as a result of the same the ex-gratia in lieu of bonus needs to be recovered, the same may be recovered from the arrears payable. For the payment of difference / recovery of payment in lieu of Bonus the Circulars issued for the relevant year may be referred to.

24. SUBSISTENCE ALLOWANCE:

There is no change in the rules governing Subsistence Allowance. However, in view of the revision in the scales of pay and allowances, the Subsistence Allowance paid on or after 01.08.2022 may be reviewed and difference, if any, may be paid.

25. EMPLOYEES WHO HAVE DIED, RETIRED AFTER 01.08.2022:

Employees who have died or retired (retirement includes Voluntary Retirement under Rules 19(2A) of (Staff) Rules, 1960, Rule 31 of LIC of India (Employees) Pension Rules, 1995 and Compulsory Retirement under Rule 19(3) of (Staff) Rules, 1960) after 01.08.2022 may be paid the arrears due on account of revision upto the date of cessation of their service.

26. TEMPORARY, BADLI, ETC. EMPLOYEES:

The revision does not apply to temporary, badli, etc. employees. However, where salary paid to temporary, badli, etc. employees was equal to the salary at the minimum of the scale of the

post in which such appointment was made, the difference may be paid on a request from such temporary/badli employee.

For removal of doubts, it is clarified that while determining the wages to be paid to the temporary employees, the graduation increments, transport allowance and special allowance under Rule 13B shall not be taken into account.

27. EMPLOYEES RECRUITED AS DEVELOPMENT OFFICERS:

Class-III employees appointed as Development Officers in Class-II after 01.08.2022 shall be paid arrears upto the date of appointment in Class-II.

28. STRIKES, WALK-OUTS, ETC.:

Suitable recovery on account of strikes, walk-outs, etc. shall be made while paying the arrears.

29. MEDICLAIM, GROUP TERM INSURANCE SCHEME (GTIS) 1997, GROUP SAVINGS LINKED INSURANCE SCHEME (GSLI), NEW GI POLICY IN LIEU OF GSLI AND PREVENTIVE HEALTH CHECKUP SCHEME:

As a consequence of the revision of pay scales, the categories of Mediclaim Benefit, Group Term Insurance Scheme (GTIS), Group Savings Linked Insurance Scheme (GSLI), New GI Policy in lieu of GSLI and Preventive Health Checkup Scheme have been revised as under:

a) Group Mediclaim:

<u>Category</u>	<u>Pre-revised pay</u>	<u>Revised Pay</u>
I	Rs.96140/- and above	Rs.1,59,160/- and above
II	Upto Rs.96139/-	Upto Rs.1,59,159/-

Effective Date of revised categories: 01.04.2025.

b) Group Term Insurance Scheme(GTIS):

Category	Pre-revised Pay	Revised Pay
I	Rs. 1,59,340/- and above	Rs. 2,63,925/- and above
II	Rs. 1,10,465/- to Rs. 1,59,339/-	Rs. 1,82,920 /- to Rs. 2,63,924/-
III	Rs. 77,385/- to Rs. 1,10,464/-	Rs. 1,28,065/- to Rs. 1,82,919/-
IV	Rs. 39,735/- to Rs. 77,384/-	Rs. 65,625/- to Rs. 1,28,064/-
V	Rs. 21,825/- to Rs. 39,734/-	Rs. 35,985/- to Rs. 65,624/-
VI	Below Rs. 21,825/-	Below Rs. 35,985/-

Effective Date of revised categories: 01.09.2024

c) Group Savings Linked Insurance (GSLI):

Category	Pre-revised Pay	Revised Pay
I	Rs. 1,59,340/- and above	Rs. 2,63,925/- and above
II	Rs. 1,10,465/- to Rs. 1,59,339/-	Rs. 1,82,920 /- to Rs. 2,63,924/-
III	Rs. 77,385/- to Rs. 1,10,464/-	Rs. 1,28,065/- to Rs. 1,82,919/-
IV	Rs. 39,735/- to Rs. 77,384/-	Rs. 65,625/- to Rs. 1,28,064/-
V	Rs. 21,825/- to Rs. 39,734/-	Rs. 35,985/- to Rs. 65,624/-
VI	Below Rs. 21,825/-	Below Rs. 35,985/-

Effective Date of revised categories: 01.11.2024.

d) New Group Insurance Policy in lieu of GSLI Policy:

Category	Pre-revised Pay	Revised Pay
I	Rs. 1,59,340/- and above	Rs. 2,63,925/- and above
II	Rs. 1,10,465/- to Rs. 1,59,339/-	Rs. 1,82,920 /- to Rs. 2,63,924/-
III	Rs. 77,385/- to Rs. 1,10,464/-	Rs. 1,28,065/- to Rs. 1,82,919/-
IV	Rs. 39,735/- to Rs. 77,384/-	Rs. 65,625/- to Rs. 1,28,064/-
V	Rs. 21,825/- to Rs. 39,734/-	Rs. 35,985/- to Rs. 65,624/-
VI	Below Rs. 21,825/-	Below Rs. 35,985/-

Effective Date of revised categories: 01.04.2025.

'Pay' for the purpose of determining the above categories shall include -

- i) Basic Pay
- ii) Addition to the Basic Pay
- iii) Fixed Personal Allowance
- iv) All other allowances which rank for the purpose of Provident Fund contribution.

e) Preventive Health Check-up Scheme:

Category	Pre-revised Basic Pay	Revised Basic Pay
I	Rs. 96,140/- and above	Rs. 1,59,160/- and above
II	Rs. 69,045/- to Rs. 96,139/-	Rs. 1,14,240/- to Rs. 1,59,159/-
III	Below Rs. 69,045/-	Below Rs. 1,14,240/-

Effective Date of revised categories for Preventive Health Checkup Scheme shall be the date of issue of these instructions.

30. CLASS OF TRAVEL ON TOUR:

At present the employees whose basic pay is more than Rs.37725/- are eligible to travel by II Class A.C. As a consequence of the revision of pay scales, the employees whose basic pay in the revised scale is more than Rs.61505/- shall be eligible to travel by II Class A.C. Pay for the purpose shall include basic pay, addition to the basic pay and fixed personal allowance. Effective date of revised criteria shall be 01.05.2024.

31. OFFICIATING ALLOWANCE:

The Officiating Allowance may be revised on the basis of revised pay and allowances and arrears due, if any, may be paid.

32. CASH MEDICAL BENEFIT:

At present the Class-III and Class-IV employees are paid Cash Medical Benefit at rate of Rs.9800/- per annum. All the Class III and Class IV employees shall be paid Cash Medical Benefit at rate of Rs16200/- per annum w.e.f. 01.08.2022.

The Cash Medical Benefit will be paid along with January salary every year.

For the year 2022, the proportionate cash medical benefit for 5 months only may be paid.

33. PROJECT ALLOWANCE:

At present, Class-III employees attached to the Engineering Department, if posted at project sites, are eligible for the payment of Project Allowance of Rs.405/- per month, which does not count for any purpose. The said Project Allowance has been increased to Rs.670/- per month w.e.f. 01.08.2022. There shall be no change in the existing eligibility conditions.

34. PENSION:

With regard to the Dearness Relief, Family Pension and Minimum Pension provided by the Life Insurance Corporation of India (Employees) Pension Rules, 1995, instructions shall be issued separately.

35. RECOVERY OF DUES FROM ARREARS PAYMENTS EMANATING FROM IMPOSITION OF PENALTY:

The penalty dealing with recovery of loss specified under Rule 39 (1) (c) of L.I.C. of India (Staff) Rules, 1960 read as under:

"recovery from pay or such other amount as may be due to him of the whole or part of any pecuniary loss caused to the Corporation by negligence or breach of orders."

The aforesaid Rule is self-explanatory which clearly implies that recoveries can also be made from the arrears payable to the concerned employees.

36. INSTRUCTIONS FOR PAYMENT OF ARREARS:

The revision of various items comes into force as prescribed in the Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Amendment Rules, 2024. It has now, therefore, become necessary to make payment of arrears on account of the revision in the scales of pay and other benefits from the relevant due dates. While calculating the House Rent Allowance, City Compensatory Allowance, Special

Allowances including Special Allowance for Passing Examinations, Graduation Allowance and Special Allowance under Rule 13B, care has to be taken to ensure that the instructions contained herein are strictly followed. Broadly, payment of arrears/recoveries would arise in respect of the following:-

- I. Arrears arising out of fixation in the revised scale of pay and allowances;
- II. Change in the basic pay and allowances because of grant of Normal Grade Increment/Stagnation Increment/Promotion to the higher cadre;
- III. Subsistence Allowance;
- IV. Difference in Encashment of Privilege Leave;
- V. Fixed Personal Allowance/Difference in Fixed Personal Allowance;
- VI. Gratuity;
- VII. Project Allowance;
- VIII. Revision of Special Allowance for Passing Examinations.
- IX. Cash Medical Benefit
- X. Functional Allowances and Special Allowances.
- XI. Revision of Hill Allowance.
- XII. Recovery on account of EOL, strike, walk-out, etc.;
- XIII. Employees on sick leave on half-pay;
- XIV. Payment/recovery in ex-gratia payment in lieu of bonus;
- XV. Special Allowance under Rule 13B.
- XVI. Revision of Special Area Allowance;

Calculation and Payment of arrears should be made through eFEAP Module only, wherever it is operative.

37. INCOME-TAX DEDUCTION:

In respect of Income-tax to be deducted from the arrears, the instructions issued by the Finance & Accounts Department from time to time in this regard may be followed.

38. INFORMATION TO BE FURNISHED TO THE CENTRAL OFFICE:

After payment of arrears, the Divisional Office should furnish the information in respect of total amount paid by the offices under their control under various components which form part

of arrears of salary (like Basic Pay, DA, HRA, CCA, Transport Allowance, Cash Medical Benefit, Other Allowances, etc.) to the controlling Zonal Office. Information only in respect of consolidated amounts paid by way of arrears under each head should be furnished and not the amount paid to the individual employees. The Zonal Offices shall, in turn, furnish the consolidated information in respect of the zone as a whole to the Personnel/ER Department, Central Office. All other offices not covered by the above shall directly furnish the information to the Personnel/ER Department, Central Office.

39. DATE OF PAYMENT:

The arrears may be paid as early as possible.

40. INTERPRETATION:

Where any doubt or difficulty arises as to the interpretation of these instructions it shall be referred to the Chairperson for his decision.



Executive Director (Personnel)

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Appendix-II
FITMENT CHART

STAGES	SWEEPER		PEON		DRIVER		REC.CLERK		ASSISTANT		STENO		H.G.A.	
	EXT.	REV	EXT.	REV	EXT.	REV	EXT.	REV	EXT.	REV	EXT.	REV	EXT.	REV
1	17950	29585	18930	31205	21740	35850	21740	35850	23465	38700	29530	48745	35310	58325
2	18725	30865	19705	32485	22720	37470	22515	37130	24840	40975	31220	51545	37680	62250
3	19500	32145	20480	33765	23700	39090	23290	38410	26340	43460	32910	54345	40050	66175
4	20275	33425	21255	35045	24680	40710	24065	39690	27840	45945	34600	57145	42420	70100
5	21050	34705	22030	36325	25660	42330	24840	40970	29530	48745	36290	59945	45065	74485
6	21825	35985	22805	37605	26640	43950	26060	42990	31220	51545	38250	63190	47710	78870
7	22650	37350	23630	38970	27620	45570	27280	45010	32910	54345	40210	66435	50355	83255
8	23475	38715	24455	40335	28635	47250	28500	47030	34600	57145	42600	70395	53000	87640
9	24300	40080	25280	41700	29855	49270	29875	49305	36290	59945	44990	74355	55645	92025
10	25125	41445	26105	43065	31075	51290	31250	51580	38250	63190	47380	78315	58290	96410
11	25950	42810	26930	44430	32295	53310	32640	53880	40210	66435	49860	82425	60935	100795
12	26775	44175	27755	45795	33515	55330	34030	56180	42600	70395	52340	86535	63580	105180
13	27600	45540	28580	47160	34735	57350	35420	58480	44990	74355	54985	90920	66225	109565
14	28425	46905	29405	48525	35955	59370	36810	60780	47380	78315	57630	95305	68870	113950
15	29405	48525	30385	50145	37175	61390	38200	63080	49860	82425	60275	99690	71515	118335
16	30385	50145	31400	51825	38395	63410	39590	65380	52340	86535	62920	104075	74160	122720
17	31365	51765	32415	53505	39615	65430	41090	67865	54985	90920	65565	108460	76805	127105
18	32345	53385	33635	55525	40835	67450	42590	70350	57630	95305	68210	112845	79450	131490
19	33325	55005	34855	57545	42055	69470	44090	72835	60275	99690	70855	117230	82095	135875
20	34305	56625	36075	59565	43275	71490	45590	75320	62920	104075	73500	121615	84740*	140260*
21	35285*	58245*	37295*	61585*	44495*	73510*	47090	77805	65565	108460	76145*	126000*	87385*	144645*
22	36265*	59865*	38515*	63605*	45715*	75530*	48590	80290	68210*	112845*	78790*	130385*	90030*	149030*
23	37245*	61485*	39735*	65625*	46935*	77550*	50090*	82775*	70855*	117230*	81435*	134770*	92675*	153415*
24	38225*	63105*	40955*	67645*	48155*	79570*	51590*	85260*	73500*	121615*	84080*	139155*	95320*	157800*
25	39205*	64725*	42175*	69665*	49375*	81590*	53090*	87745*	76145*	126000*	86725*	143540*	97965*	162185*
26	40185*	66345*	43395*	71685*	50595*	83610*	54590*	90230*	78790*	130385*	89370*	147925*	100610*	166570*
27	41165*	67965*	44615*	73705*	51815*	85630*	56090*	92715*	81435*	134770*	92015*	152310*		
28							57590*	95200*	84080*	139155*				
29							59090*	97685*						

** Stagnation stages as per rule 7 of LIC of India (Class III and IV Employees (Revision of Terms and Condition of Service) Rules, 1985*

Appendix-III

Form of option to be exercised by the Class-III and Class-IV Employees under Rule 1 of the Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Amendment Rules, 2024.

To,

Life Insurance Corporation of India,

_____ Office,

In accordance with sub-clause (3) of Clause 4 of the Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Instructions, 2024, I hereby opt to be governed by the provisions of the Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Amendment Rules, 2024 with effect from _____. I hereby understand and agree that no arrears shall be paid to me for the period from 01.08.2022 to _____ on account of Amendment Rules, 2024.

(Signature)

Date :

Full Name :

Designation :

S.R.No. :

Office :

Place :

Appendix-III-A

(Form for re-exercising of option for fixation on promotion)

**Form of option to be exercised by an officer under Clause 4(4) of
the Life Insurance Corporation of India Class-III & Class IV
Employees (Revision of Terms and Conditions of Service)
Instructions, 2024**

To,

Life Insurance Corporation of India,

_____ Office,

In accordance with sub-clause(4) of Clause 4 of the Life Insurance Corporation of India Class-III and Class-IV Employees (Revision of Terms and Conditions of Service) Instructions, 2024, I hereby request you to fix the salary in the _____ cadre from _____ (indicate the date of option).

(Signature)

Date :

Full Name :

Designation :

S.R.No. :

Office :

Place :

Appendix-IV

**NO. OF SLABS FOR WHICH DEARNESS ALLOWANCE PAYABLE AS PER THE
PRE-REVISED AND REVISED RULES**

Period	As per the pre-revised rules (Scales linked to 6352 Points)	As per the revised rules (Scales linked to 8456 Points)
August 2022 to October 2022	526	0
November 2022 to January 2023	556	30
February 2023 to April 2023	588	62
May 2023 to July 2023	596	70
August 2023 to October 2023	632	106
November 2023 to January 2024	693	167
February 2024 to April 2024	692	166

Appendix-V

**Fixed Personal Allowance payable to
Class-III and Class-IV Employees on revision**

Category	Existing Rs.	Revised Rs.
Sweepers	980.00	1620.00
Peons	1220.00	2020.00
Drivers	1220.00	2020.00
Record Clerks	1500.00	2485.00
Assistants/ Stenographers/ Higher Grade Assistants	2645.00	4385.00

**CLASSIFICATION CITIES FOR THE PURPOSE
OF HOUSE RENT ALLOWANCE**

CATEGORY-I	CATEGORY-II	CATEGORY-III
<p><u>KOLKATA</u> (including municipal areas comprising city of Calcutta (including Behala, Alipore, CossipurTollegunge) Howrah, Barrackpore (including N.Barrackpore) Garden Reach, Baranagore, South Suburban, Muncipal Area, Dum Dum (including South Dum Dum) Kamarhatti, Panibati, Kharda, Titagarh, Garulia, Bhatpara, Naihati, Bally, Uttarpara, Konnagar, Rishara, Serampore, Baidyabati, Champdani, Bhadreswar, Chandranagar, HooglyChinsuria, Budge Budge, Habra, Baruipur, Barasat and Uluberia</p> <p><u>CHENNAI</u></p> <p><u>MUMBAI</u> (including areas comprising within the limits of the Mumbai Municipal Corporation (Greater Mumbai) Dombvli, Kalyan, Thane, Bhivandi, Ulhasnagar and Bassein Municipalities) Navi Mumbai</p> <p><u>NEW DELHI</u></p> <p>Faridabad Ghaziabad Gurugram Noida</p> <p><u>HYDERABAD</u> <u>BENGALURU</u> <u>AHMEDABAD</u> Gandhinagar</p> <p><u>PUNE</u> (including Pimpri&Chinchwad)</p> <p><u>SURAT</u></p>	<p>Agra Allahabad Asansol Bhopal Coimbatore (including Suler)</p> <p>Goa (EntireState) Indore Jabalpur Jaipur Jamshedpur Kannur Kanpur Kochi Kozhikode Lucknow Ludhiana Madurai (including Tirunagar) Mallapuram Meerut Nagpur Nasik Patna Rajkot Srinagar Thiruvananthapuram Thrissur Vadodara Varanasi Vijaywada Visakhapatnam (including Gajuvaka)</p>	<p>All other places</p>

**CLASSIFICATION CITIES FOR THE PURPOSE
OF CITY COMPENSATORY ALLOWANCE**

CATEGORY-I	CATEGORY-II	CATEGORY-III	
KOLKATA (including municipal areas comprising city of Calcutta (including Behala, Alipore, Cossipur Tollegunge) Howrah, Barrackpore (including N. Barrackpore) Garden Reach, Baranagore, South Suburban, Municipal Area, Dum Dum (including South Dum Dum) Kamarhatti, Panibati, Kharda, Titagarh, Garulia, Bhatpara, Naihati, Bally, Uttarpara, Konnagar, Rishara, Serampore, Baidyabati, Champdani, Bhadreswar, Chandranagar, Hoogly Chinsuria, Budge Budge, Habra, Baruipur, Barasat and Uluberia) CHENNAI MUMBAI (including areas comprising within the limits of the Mumbai Municipal Corporation (Greater Mumbai) Dombvli, Kalyan, Thane, Bhivandi, Ulhasnagar and Bassein Municipalities) Navi Mumbai NEW DELHI Faridabad Ghaziabad Gurgaon Noida HYDERABAD BENGALURU AHMEDABAD Gandhinagar PUNE (including Pimpri & Chinchwad) SURAT	Agra Allahabad Asansol Bhopal Coimbatore (including Sulur) Goa (Entire State) Indore Jabalpur Jaipur Jamshedpur Kannur Kanpur Kochi Kozhikode Lucknow Ludhiana Madurai (including Tirunagar) Mallapuram Meerut Nagpur Nasik Patna Rajkot Srinagar Thiruvananthapuram Thrissur Vadodara Varanasi Vijaywada Visakhapatnam (including Gajuvaka)	Agartala Amravati Aizwal Aligarh Amritsar Aurangabad Ajmer Bareilly Belgaum Bhavnagar Bhubaneswar Bikaner Bokaro Steel Chandigarh Cuttack Dehradun Dhanbad (including Sindri and Katras) Durg-Bhilai Durgapur Erode Firozabad Gangtok Gauhati Gorakhpur Guntur Gulbarga Gwalior Hubli-Dharwad Imphal Itanagar Jalandhar Jamnagar Jammu Jhansi Jodhpur Kohima Kolhapur Kollam Kota	Malegaon Mangalore Mohali Moradabad Mysore Nanded-Waghala Nellore Panchkula Puducherry Port Blair Raipur Ranchi Rourkela Saharanpur Salem Sangli Shimla Shillong Sholapur Siliguri Tiruchirapalli Tiruppur Ujjain Warangal

Appendix - VI

TABLE			
Name of Special Area		Rate of Special Area Allowances for employees drawing basic pay	
		Upto Rs. 70100	Above Rs. 70100
(1)		(2)	(3)
1.	MIZORAM		
	(a) Chimpui district of Mizoram and areas beyond 25 kms. from Lunglei town in Lunglei District of Mizoram	6000	7800
	(b) Throughout Lunglei district excluding areas beyond 25 kms. from Lunglei town of Mizoram	4800	6300
	(c) Throughout Aizawl district of Mizoram	3600	4500
2.	NAGALAND	4800	6300
3.	THE ANDAMAN AND NICOBAR ISLANDS		
	(a) South Andaman (including Port Blair)	4800	6300
	(b) North and Middle Andaman Little, Andaman, Nicobar and Narcondum Islands	6000	7800
4.	SIKKIM	6000	7800
5.	LAKSHADWEEP	6000	7800
6.	ASSAM	960	1200
7.	MEGHALAYA	960	1200
8.	TRIPURA		
	(a) Difficult areas of Tripura as notified by the State Government from time to time	4800	6300
	(b) Throughout Tripura, except difficult areas	3600	4500
9.	MANIPUR	3600	4500
10.	ARUNACHAL PRADESH		
	(a) Difficult areas of Arunachal Pradesh as notified by the State Government from time to time	6000	7800
	(b) Throughout Arunachal Pradesh, except difficult areas	4800	6300
11.	JAMMU AND KASHMIR		

	(i) Kathua district (a) NiabatBani (b) Lohi (c) Malhar (d) Machodi	6000	7800
	(ii) Udhampur district (a) DuduBasantgarh (b) Lender BhamagIllaca (c) Thakrakote (d) Nagote	6000	7800
	Tehsil Mahone		
	(i) For area upto Gool from Kamban side and areas upto Arnas from Keasiside	4800	6300
	(ii) For the rest of the areas	6000	7800
	(iii) Doda district		
	(a) Illaquas of Padder in Kishtwar Tehsil (b) NiabatNowgam in Kishtwar Tehsil	6000	7800
	(iv) Leh district		
	(a) Zanskar, Noyama and Nobre (b) All other places in the district	6000	7800
	(v) Barmulla District		
	(a) Entire Gurez-Niabat, Tangdar, sub-division and KeranIllaquas	6000	7800
	(b) Matchill	4800	6300
	(vi) Poonch and Rajouri districts- Areas in Poonch and Rajouric districts excluding the towns of Poonch and Rajouri and Sunderbani and other urban areas in the two districts	3600	4500
	(vii) Areas not included in (i) to (vi) above, but which are within the distance of 8 kms, from the Line of Actual Control or at places which may be declared as qualifying for Border Allowance from time to time by the State Government for their own staff	3600	4500
12.	HIMACHAL PRADESH		
	1. Chamba District		
	(a) Pangi sub-division, Bharmour Tehsil, Panchayats: Badgaun, Bajol, Deol Kugti, Nayagam and Tundah villages: Ghatu of gram panchayat Jagat, Kanrsi of gram panchayat Chauhata	6000	7800

(b) Bharmour Tehsil excluding panchayats and villages of (a) above	4800	6300
(c) Jhandru panchayat area of Bhatiyat Tehsil, Chuah Tehsil, Dalhousie Town including Banikhet proper, Churah Tehsil, Munr panchayat and Balazparyana	3600	4500
2. Kinnaur District		
(a) Asrang, Chitkul and Hango Kuno/Charang Panchayats, 15/20 area comprising of gram panchayats of Chhota Khamba, Nathpa and Rupi, Pooh sub-division excluding the panchayat areas specified above	6000	7800
(b) Entire district other than areas included in (a) above	4800	6300
3. Kullu District		
(a) 15/20 area of Nirman Tehsil, comprising of gram panchayats of Kharga, Kushwar and Sarga	6000	7800
(b) Outer – Saraj (excluding village of Jakatkhana and Burrow in Nirmand Tehsil) and entire district excluding out Saraj Area and Pargana of Pandrabis but including villages of Jakat Khana and Burrow of Tehsil Nirmand and Malana Panchayat area	3600	4500
(c) Manali-Ujhi areas, Parvati and Lagg valley and Banjar Block	960	1200
4. Lahaul and Spiti: Entire areas of Lahaul Spiti district	6000	7800
5. Shimla District		
(a) Paraganas of Chaibis, 15/20, 15/20 area of Rampur Tehsil comprising of panchayats of Koot, Labana-Sadana, Sarpara and Chadi-Branda	6000	7800
(b) Dodra-Kwar Tehsil, gram panchayats of Darkali of Rampur Tehsil, Kashapat tehsil and Munish, Ghor Chabis of Paragana Sarahan	4800	6300
(c) Shimla Town and its suburbs (Mashobra, Dhalli, Taradevi, Kasumbpti, Jatog and Tutu)	3600	4500
(d) Gram Panchayats Deothi (Taklech areas) and parganas of Naubis and Teen Koti of Paraganasarhan and Barabis of Rampur Tehsil	3600	4500

(e) Trah Chopal Tehsil, Chopal tehsil and Ghoris, Panch Gaon, Patsnau, Kasba Rampur and Ghoris of Paragana of Rampur Tehsil	3600	4500
6. Kangra District		
(a) Chhota Bhangal and Bara Bhangal area of Palampur sub-division	4800	6300
(b) Dharmashala town of Kangra District and the following offices located outside its municipal limits but included Dharmashala town: - Women's Industrial Training Institute (ITI), Dari, - Mechanical Workshop, Ramnagar, - Child Welfare and Town and Country Planning Offices, Sakoh, - Central Reserve Security Force(CRSF) office at Lower Sakoh, - Kangra Milk supply scheme, Dugiar, - Himachal Road Transport Corporation (HRCT) workshop, Sadher, - Zonal Malaria Office, Dari, - Forest Corporation Office, Shamnagar, - Tea Factory, Dari, - Irrigation and Public Health (IPH) sub-division, Dan, - Settlement Office, Shamnagar, - Binwa Project, Shamnagar.	3600	4500
(c). Palampur town of Kangra district including Himachal Pradesh Krishi Viswa Vidyalaya (HPKV) campus of Palampur and following offices located outside its municipal limit but included in Palampur town- HP Krishi Vishwavidyalaya Campus, Cattle development office or Jersi farm, Banuri, Sericulture office or Indo-German Agriculture workshop or Himachal Pradesh Public Works Department (HPPWD) Division, Bundala electrical sub-division, Lohana, DPO Corporation, Bundla Electrical Himachal Pradesh State Electricity Board (HPSEE) division, Ghujjar.	3600	4500
7. Mandi District		

	(a)Mahog, Sarhan, Gopalpur, Teban, Pokhi Nauj, Khanoj, Bagra, Sainj Mahudi Khajol, Manj, Pekhi and Balidhar Panchayats of Kersog Tehsil, Chhuhar Valley of Jogindar Nagar Tehsil Panchayats of Gatto, Bagraa, Chhatri, Thachadhar-Garagus-Hain, Kalhani, Thama. Silibagi, Chhetdhar, Chanvar, Tachi, Johar, Kholanal, Somachan, Loth, Jarwar, Janjheli and Kalwanar of Thunag Tehsil, Panchayats in Thunag, Chhotdhar, Gariyas, Silibagi, Thana, Panchayats of Dharampur Block- Binga, Camlah, Saklana, Tanyar and Tarakholah, Panchayats of Sunder Nagar Tehsil – Bohi, batwara, Dhaniyara, Paura, Kothi, Seri and Soja, Janjjheli Block, Chachoit tehsil	3600	4500
	8. Sirmaur District		
	Trans-Giri Tract, Panchayats of Bani, bakhali, (Pachhad Tehsil), Bharog- Bheniri (Paonta tehsil), Birla (Nahan tehsil), Dibbar (pachhad Tehsil), Thana Kasoga (Nahan Tehsil)	3600	4500
	9. Solandistrict: Mangal Panchayat Area	3600	4500
	10. Remaining areas in Himachal Pradesh not included in above nine districts	960	1200
	UTTARAKHAND:		
13.	Areas under Chamoli, Pithoragarh, Uttarkashi, Rudraprayag and Champavat districts (Including area of Lohaghat)	6000	7800
	WEST BENGAL: South 24 Parganas district		
14.	Sunderban areas (South of Dampier, Hodge's line), namely, Bhagtagush, Khali (Rampura), Kumirmari (Bagna), Jhinga Khali, Sajnakhali, Gosava, Amalamathi (Vidya), Canning, Kultali, Piyali, Nalgaraha, Raidighi, Bhanchi, Pathar Pratima, Bhagabatpur, Saptamukhi, Namakhana, Sikarpur, Kakdwip, Sagar, Mousini, Kalinagar, Haroa, Hingalganj, Basanti, Kuemari, Kultola, Ghushaigata (Kulti)	1500	1500