

Government of Haryana
Finance Department



हरियाणा सरकार
वित्त विभाग

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Head of Departments of Haryana.
3. All the Divisional Commissioners in Haryana.
4. All the Dy. Commissioners in Haryana.
5. All the Sub Divisional Officers (Civil) in Haryana.
6. Registrar (General), the High Court of Punjab & Haryana.
7. Secretary, Haryana Bureau of Public Enterprises.

Memo No. 1/20/2016-5PR (FD)
Dated, Chandigarh the 27.07.2026

Subject:- Regarding re-fixation of pay in accordance with Finance Department circular letter dated 30.06.2026 concerning grant of an additional increment to the Clerks.

Sir/Madam,

I am directed to invite your attention towards Finance Department's circular letter dated 30.06.2026 whereby it was decided to substitute the earlier provisions contained in FD's letter dated 08.02.2024, in view of the demand raised by the Clerical Association Welfare Society (Haryana), in the following manner:-

- (ii) Three additional increments are granted to all senior Clerks (i.e. prior to 2020 batch), and two additional increments are granted to Clerks of 2020 batch, in their respective existing Pay Level/ACP level. Their pay shall be re-fixed accordingly as per the provisions contained in HCS (Pay) Rules, 2016.
- (iii) Deleted.
The additional increment already granted to clerks having 27 years or more service shall be adjusted retrospectively, while extending the benefit of three additional increments admissible under clause (ii) above.

However, It has come to the notice of the Finance Department that the benefit of additional increment, as outlined in FD's circular letter dated 30.06.2026, is being extended beyond the intended category of employees. Specifically, in the Education Department, the benefit is being granted to an official who initially joined as a Clerk on 16.03.1998, but was subsequently promoted to Statistical Assistant on 28.07.2017. His pay was fixed under Rule 21 of the HCS (Pay) Rules, 2016 w.e.f. 08.02.2024, at that time he was serving as Statistical Assistant, not as Clerk.

This practice is inconsistent with the explicit provisions of the Finance Department's circular letter dated 30.06.2026, which clearly stipulate that the benefit of additional increment is to be granted to **Clerks only**. Extending this benefit to Statistical Assistants or any other category of employees constitutes a serious lapse on the part of the concerned Department.

Therefore, it is hereby requested to ensure strict compliance with the instructions issued vide FD's letter dated 30.06.2026. Any deviation from these instructions will be viewed seriously, and if such lapses are found in future, **strict disciplinary action** shall be initiated against the erring officer/official by the Competent Authority.

Your faithfully

Accounts Officer (PR)

for Additional Chief Secretary to Government Haryana

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Finance Department



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Endst. No.1/20/2016-5PR (FD) Dated, Chandigarh the 27.07.2026

A copy is forwarded to the following for information and necessary action please:-

1. Incharge Computer Cell to upload on the website of the Finance Department.
2. Smt. Jaya Yadav, President, Clerical Association Welfare Society (Haryana).

Accounts Officer (PR)

for Additional Chief Secretary to Government Haryana
Finance Department