



No. 4-22/2024-CU.II  
 Government of India  
 Ministry of Education  
 Department of Higher Education

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Shastri Bhawan, New Delhi  
 Dated: 13<sup>th</sup> October, 2025

To

The Secretary  
 University Grants Commission  
 Bahadur Shah Zafar Marg  
 New Delhi - 110002

**Subject: Clarification on grant of pay scales(s) under OTUM/ACP Scheme to Library Attendants of the University of Delhi and its colleges who were appointed before 08.04.1998.**

Sir,

I am directed to refer to the UGC's letter No 10-1/2019 (JCRC) dated 03.05.2024 on the subject mentioned above and to convey the concurrence of this Ministry as one time relaxation on the recommendation of the Commission taken in its meeting held on 16.04.2024 that the Library Attendants (appointed before 08.04.1998) be considered for award of 1<sup>st</sup> financial upgradation in the pay scale of Rs 4500-7000 (as per fifth pay commission). It is further stated that the applicability of this one-time relaxation is to be limited to the Library Attendants of the University of Delhi and its colleges who were appointed before 08.04.1998.

Yours faithfully,

*Rajesh Kumar*  
 (Rajesh Kumar)  
 Under Secretary to Govt of India



विश्वविद्यालय अनुदान आयोग  
University Grants Commission  
शिक्षा मंत्रालय, भारत सरकार  
(Ministry of Education, Govt. of India)  
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शिक्षा मंत्रालय भित्तिपत्र

F.No. 10-1/2019 (JCRC)

3<sup>rd</sup> May, 2024

Shri Rajesh Kumar,  
Under Secretary,  
Government of India,  
Ministry of Education,  
Department of Higher Education,  
Shastri Bhawan  
New Delhi - 110115

**Subject:** Clarification on grant of pay scale(s) under OTUM/ACP Scheme to Library Attendants of the University of Delhi and its Colleges, who were appointed before 08.04.1998.

Sir,

UGC has received a proposal from University of Delhi v/c. letter No.CS.III/UGC/Library/OTUM/2019/744 dated 31.10.2023 regarding seeking clarification on grant of pay scale(s) under OTUM/ACP Scheme to Library Attendants of the University of Delhi and its Colleges, who were appointed before 08.04.1998. A brief note in this regard is enclosed at Annexure - I.

2. The matter was placed before the UGC Standing Committee and the Committee examined the matter afresh and recommended that the Library Attendants (appointed before 08.04.1998) be considered for award of first financial upgradation in the pay scale of Rs.4500-7000 as decided by the Executive Council of the University of Delhi at its meeting held on 14.01.1993. This would settle the case once for all as it would also avoid recovery from the said employees. Such a decision will also be in conformity to the order passed by the Hon'ble Supreme Court of India in the matter of Rafiq Masih and ors. regarding recovery. As informed by the University of Delhi, the total financial implication to be incurred for the award of the scale of pay of Rs.4500-7000 (pre-revised 5<sup>th</sup> CPC) is approximately Rs.27 Lakhs for which no additional funds are required from the Govt. of India and will be met out within the allocated funds.

3. The above recommendation of the Committee was placed before the Commission in its meeting held on 16<sup>th</sup> April, 2024. The Commission approved the recommendations of the Standing Committee.

4. Keeping in view the recommendation of the Standing Committee the matter is referred to MoE for their concurrence so that the decision of the Commission can be conveyed to University of Delhi.

5. This issues with the approval of the Competent Authority.

Yours faithfully,

V. Talreja  
(V. Talreja)  
Under Secretary

## ANNEXURE-I

**Brief Note on grant of pay scale(s) under OTUM/ACP Scheme to Library Attendants of the University of Delhi and its Colleges, who were recruited/appointed before 08.04.1998.**

The facts of the case are summarized as under:-

- i. The University Grants Commission had sanctioned the post of Library Clerk prior to 14.01.1993 under the DULS and Colleges as under:-

*Library Attendant -> Library Clerk -> Semi Professional Assistant (OTUM + ACP).*

- ii. The University of Delhi vide Resolution No.162 of the meeting of the EC held on 14.01.1993 phased out the post of Library Clerk. Thus, the hierarchy of the cadre was transformed as under:-

*Library Attendant -> Semi Professional Assistant -> Professional Assistant (OTUM + ACP).*

Consequent upon the phasing out of the post of Library Clerk, the University started promoting the Library Attendants as SPA to those who fulfilled the requisite minimum qualification of the post of SPA as per the CRR of the University.

- iii. Those who did not possess the prescribed qualification for the post of Semi Professional Assistant were given the pay scale and status of Semi Professional Assistant as personal to them.

- iv. The UGC vide its letter dated 13.01.2009 did not agree to the proposal/decision of the University pertaining to the phasing out/abolition of the post of Library Clerk, and recommended the hierarchy as per the following order:-

*Library Attendant -> Library Clerk -> Semi Professional Assistant under OTUM + ACP scheme.*

- v. Finally, the University of Delhi, accepted the recommendation of the UGC vide Resolution No.112 of the meeting of the EC 24.08.2009. Consequently, action was taken by the University in terms of the EC Resolution No.101 dated 23<sup>rd</sup> August, 2001 as under:-

One-time exception was granted to those employees who were recruited and promoted prior to 8<sup>th</sup> April 1998 and accordingly they were allowed to continue in the pay scale in which they were placed before 8<sup>th</sup> April 1998 till the next pay revision takes place. Since the CCS (Revised Pay) Rules, 2008 came into force w.e.f the 01.01.2006, the incumbents of the posts of Library Attendant/ Library Clerk/Semi Professional Assistant as on 1<sup>st</sup> January 2006 should be placed in the revised pay structure corresponding to the core pay scale of their respective posts or to the pay scales they would have got under the ACP scheme in their original hierarchy, as the case may be irrespective of their present

pay scales. It may however, be ensured that there would be no loss to such employees in terms of the existing emoluments while placing them in the revised pay scale. However, vide Office Order No.525 dated 14.08.2012, it was recommended that action could be taken to review the pay fixation of the concerned employees w.e.f 01.01.2006. In view of above, the University of Delhi had taken the following action :-

- a. Those Library Attendants who had been granted the pay scale of Rs.4500-7000 under OTUM and 5500-9000 under the ACP, has been reviewed to Grade Pay of Rs.2800 (6<sup>th</sup> CPC) under 2<sup>nd</sup> up-gradation (8+12) on completion of 20 years service as on 01.01.2006 of in position employees as on 08.10.2009 (Date of issue of Delhi University Order). However, no recovery has been made of those employees who were retired before 08.10.2009
- b. Those Library Attendants who have not completed 20 years of service (8+12) as on 01.01.2006, their pay was revised and re-fixed under 6<sup>th</sup> CPC with the grade pay of Rs.2000 (from GP-2800) w.e.f. 01.01.2006. Such employees were granted PB-1, GP-2800 under the ACP Scheme on completion of 20 years of service as on 31.08.2008. However, no recovery has been made from those employees who retired before 08.10.2009.
- c. Those Library Attendants who completed 12 years of service as on 31.08.2008 have been extended the pay-scale PB-1, GP-2000 under the ACP Scheme. However, they were appointed prior to 08.04.1998.
- vi. In the light of facts stated above, the university has requested to consider the matter in the light of the UGC letters no.F.31.3/97(CU) dated 08.04.1998 & 10.04.1998, MHRD letter No.4-21/2010-UI(A) dated 03.12.2010 (copy enclosed) and the UGC letter No.F.40-1/2004(CU/JCRC) dated 21.03.2011 (copy enclosed) on the following points: -
  - a. The Library Attendants who were appointed prior to 08.04.1998 and were granted pay scale Rs.5500-9000 under the 2<sup>nd</sup> ACP (OTUM+ACP), may be allowed to retain the same pay-scale as personal pay.
  - b. The Library Attendants who were appointed prior to 08.04.1998 and granted pay scale of Rs.4500-7000 under the 1<sup>st</sup> up-gradation (OTUM) may be extended the pay scale Rs.5500-9000 as personal to them under the ACP on completion of 12 years of service from OTUM up to 31.08.2008.
  - c. The Library Attendants, who were appointed prior to 08.04.1998 and completed 12 years of service, up to 31.08.2008 may be allowed the pay scale/grade pay of the Semi Professional Assistant (i.e Rs.4500-7000 revised to PB-1 GP-2800) under the ACP Scheme.