



**THE
BALOCHISTAN FINANCE
MANUAL 2008**

Volume – II

**A COMPILATION OF RULES, POLICIES,
INSTRUCTIONS AND ADVICES
RELATING TO FINANCIAL MATTERS**

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CHAPTER-I

SECTION-1

OFFICER ON SPECIAL DUTY (O.S.D)

(1 - 2)

Subject :- **DRAW OF PAY OF THE POST OF B-20 FOR GAP PERIOD.**

Pay of the higher post is allowed for the performance of higher duties/responsibilities in higher grade, whereas, during the period of OSD post is created in original pay scale (in the instant case in B-19). In the case of the individual it is not understood as to what higher post was held by him during the period of OSD. In view of these facts no question of grant of pay of higher pay scale arises for the period of OSD.

No.FD(R)III-55/95/2200. Dated Quetta, the 6th June, 1995.

Subject :- **DRAW OF PAY.**

If an officer is awaiting posting orders (i.e. he is an OSD) then for the draw of his pay the post of OSD is created or he is allowed to draw his pay against any vacant post.

No.FD(R)VI-11/96/717.Dated Quetta, the 9th May, 1996.

Subject :- **RELEASE PAY DURING O.S.D.**

During the period of OSD the individual is allowed the pay/pay scale of his original post/cadre to which he belongs.

No.FD(R-IV)2-1/96. Dated Quetta, the 29th September, 1996.

Subject :- **PAYMENT OF SALARY AGAINST THE VACANT POST.**

It has been brought to the notice of this Department by the Accountant General Balochistan that various departments are allowing / sanctioning the pay & allowances to the Officers on Special Duty (OSD) and those awaiting posting order in the Provincial Headquarter against the equivalent vacant post in other districts / district Quetta for the long period without performance of official duties by these officers.

2. This practice is against the financial rules. The subject matter has been examined by this department and it has been decided that the employees during the period of

being OSD or while awaiting posting orders may be allowed to draw their pay & allowances against any equivalent vacant posts under Provincial set-up. If no post is vacant case with full facts/justification for the creation of post of OSD for the specific period i.e. (3) months may be sent to the Finance Department.

3. Administrative Departments are requested to ensure to make the posting of officers/officials in time against the available vacancies and do not post officers as OSD or let them await their posting orders.

No.FD(R-D)III-15/2004/1227-1327.Dated Quetta, the 9th July, 2004.

Subject:- **POLICY FOR CREATION OF LEAVE RESERVED POSTS OR PERMANENT POSTS OF OSD OR RESERVATION OF POSTS UNDER DEPUTATION, TRAINING AND LEAVE (DTL).**

In various departments, a substantial number of employees' remains on deputation, training & leave and a specific quota as percentage of total sanctioned strength of a particular cadre is required to be earmarked for Deputation, Training and Leave (DTL). This is basically done to avoid non-filling of posts during DTL period of officers. Alternatively funds are also allocated for "Leave Salary" or "Leave Reserved Vacancies". It has however been observed that Leave Reserved Posts and posts reserved under DTL are misused and calculated for making appointments on permanent basis while defeating the very purpose of allocation of such posts.

2. In order to regularize the matter, it has been decided that in future, Finance Department will not entertain requests of Administrative Departments with regard to creation of either Leave Reserved Posts or permanent posts of OSD or reservation of posts under DTL. Instead of this, funds according to the actual requirements of the department concerned will be allocated to cater for the needs of the departments for DTL.

NO.FD(R-D)III-15/2007/576-725. Dated Quetta the 23rd February, 2007.

SECTION-2

OPTION FOR PAY SCALE

(5 - 6)

NOTIFICATION.

The Governor of Balochistan is pleased to extend the time limit for exercising the options for the Balochistan Pay Scales as provided in rule 4 (2) of the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 for a further period of two months i.e. upto 5th November, 1972.

No.FD(R)III-35/72. Dated Quetta, the 16th September, 1972.

NOTIFICATION.

The Governor of Balochistan is pleased to extend the time limit for exercising the options for the Balochistan Pay Scales as provided in rule 4 (2) of the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 for a further period of two months i.e. upto 5th January, 1973.

No.FD(R)III-35/72. Dated Quetta, the 6th November, 1972.

NOTIFICATION.

The Governor of Balochistan is pleased to extend the time limit for exercising the options for the Balochistan Pay Scales as provided in rule 4 (2) of the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 for a further period of two months i.e. upto 5th March, 1973.

No.FD(R)III-35/72. Dated Quetta, the 5th January, 1973.

NOTIFICATION.

The Governor of Balochistan is pleased to extend the time limit for exercising the options for the Balochistan Pay Scales as provided in rule 4 (2) of the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 for a further period of two months i.e. upto 5th August.

No.FD(R)III-35/72. Dated Quetta, the 12th July, 1973.

ORDER.

The Governor of Balochistan is pleased to allow all the Government Servants (Gazetted) drawing pay in the pay scale 16 to 22 to exercise options for adopting (Gazetted) Civil Services (Pay Revision) Rules, 1974, w.e.f. 01-03-1973 or thereafter upto and including the 28th February, 1974 in relaxation of the rule 4(1)(b) of the said Rules.

2. The Governor of Balochistan is further pleased to extend the period of submission of options for adopting the Balochistan (Gazetted) Civil Services (Pay Revision) Rules, 1974 to the Audit offices for a period of two months i.e. upto and including 30th September, 1974.

No.FD(R)III-36/72. Dated Quetta, the 25th July, 1974.

Subject :- **REVISION OF PAY SCALES NON-GAZETTED GOVERNMENT SERVANTS.**

Reference this Department's Notification No.FD (R)III-35/72, dated 6th May, 1972, containing the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 and to state that the Governor of Balochistan has been pleased to decide that all existing Government Servants (as defined in rule 2 (c) of the above National Pay Revision Rules) may be allowed to opt for the National Pay Scales w.e.f. the 1st March, 1972 or from any date there-after upto and including the 30th November, 1972.

2. The Government Servants who opt for the Balochistan Pay Scales w.e.f. a date after the 1st March, 1972 and upto the 30th November, 1972 will not during the period they draw their pay in the existing pay scales as defined in rule 2(e) of the Balochistan (Non-Gazetted) (Civil Services) Pay Revision Rules, 1972, be entitled to the allowances and other benefits sanctioned in this department's circular letter No.FD(R)III-35/72, dated 7th June, 1972. If such a Government Servant has already drawn pay in the National Pay Scales and has also availed himself of the allowances and other benefits sanctioned in the after mentioned circular letter, the pay allowances and other benefits etc; thus overdrawn, and the monetary equivalent of the benefits thus availed of, shall be adjusted against the emoluments to be drawn by him after the exercise of his option.

3. An intimation to opt for the National Pay Scales with effect from a date after the 1st March, 1972 must be communicated in writing by the employees concerned to the Heads of their offices by the 10th November, 1974. The option once exercised shall be final.

4. The date of accrual of 1st increment in the National Pay Scales will remain the 1st December, 1972 irrespective of the date from which the Government Servants opts for the National Pay Scales.

5. Action is being taken separately to amend the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 in accordance with the above mentioned decision.

No.FD(R)III-35/72. Dated Quetta, the 8th October, 1974.

Subject :- **CASES OF TRANSFER OF CIVIL SERVANTS FROM A LOWER TO HIGHER PAY SCALE WITHOUT INVOLVING ACTUAL TRANSFER FROM ONE POST TO ANOTHER.**

The relevant provisions in Fundamental Rules have in the past been interpreted differently in the matter of fixation of initial pay in the higher scales in the cases of the category referred to above. In a number of those cases, the civil servant concerned has been treated as entitled, under F.R.22(a)(i), to the stage in the higher scale next above his last pay in the lower scale, while in others, initial pay in the higher scale equal to the last pay in the lower scale has been allowed under F.R.22 (a) (ii).

2. It has been decided that, in cases of fixation of pay governed by the Fundamental Rules, irrespective of any provisions to the contrary in those rules, where a civil servant is not transferred from one post to another, but is transferred from lower to a higher scale, initial pay in the higher scale will be fixed at the stage next above the pay admissible in the lower scale as on the eve of the transfer of the higher scale. This decision will come into force with effect from 01-07-1979.

No.FD(R)III-11/80/728-46. Dated Quetta, the 13th March, 1980.

CHAPTER-II

SECTION-1

PAY (SPECIAL PAY, QUALIFICATION PAY AND PERSONAL PAY)

(11 - 12)

Subject: - **REVISION OF PAY SCALES OF CANAL PATWARIS.**

The province has allowed the pay scale of Rs.100-4-140/5-175 to canal patwaris with effect from 1.12.1964 as per advice of the former Finance Department, Government of West Pakistan vide U.O.No.FD.PC(I)-54/64/SR.II(301-A)/66 dated the 11th, May 1966.

No.FD(R)III-32/71 Dated Quetta, the 25th September,1973

NOTIFICATION

The Governor of Balochistan is pleased to allow an increase of Rs. 20/- per month to the Moazins who are employed on fixed pay of Rs. 20/- P.M. with effect from the 1st July, 1973.

NO. FD(R)III.35/76-A Dated Quetta the, 8th July, 1976.

Subject: - **GRANT OF SPECIAL PAY TO CYPHER**

This Government is allowing the special pay at the following rated to the Cypher personnel :-

1. Ex-officio Chief Cipher Officer	Rs.100/ P.M..
2. Cipher Officer.	Rs.75/ P.M..
3. Assistant Cipher Officer.	Rs.75/ P.M..

No.FD(R)III-16/76 Dated Quetta the 15th September, 1976.

Subject : - **SPECIAL PAY TO THE OFFICERS AND STAFF POSTED IN CONNECTION WITH IMPLEMENTATION OF LAND REFORMS BALOCHISTAN.**

Finance Department agrees to allow special pay@ Rs.40% of the pay to the officers/staff working in connection with the implementation of land Reforms (Balochistan Pat Feeder Canal on the following conditions :-

1. All the existing special pays allowed by this Government for this purpose will discontinue.
2. Any special pay and this special pay will not exceed Rs.600/P.M or 50% of the salary of the officers/office whichever in less.
3. This special pay will be called as in MLR Special pay.
2. The above order will take effect from 1st May, 1976.

No.FD(R)III-12/70-2757.Date Quetta, the 8th November, 1976.

Subject: - **ENHANCEMENT OF SPECIAL PAY OF CYPHER STAFF.**

The Finance Department agrees to the enhancement of special pay of Cipher staff at the following rates with effect from 2nd August, 1979 :-

<u>Designation.</u>	<u>Existing Special Pay</u>	<u>Enhanced Special Pay.</u>
Ex-Officer Chief Officer	Rs. 100/-	Rs.150/-P.M
Ex-Officer Ciphers Officer.	Rs. 75/-	Rs.120/-P.M
Assistant Cipher Officer	Rs. 75/-	Rs.100/-P.M
Cipher Operator.	Rs. 60/-	Rs.75/-P.M
Additional Cipher Operator.	Rs. 30/-	Rs.50/-P.M

U.O. No.FD(R)III-16/79 Dated Quetta, the 11th August, 1979

NOTIFICATION.

The Governor of Balochistan has been pleased to order that Special Pay of Rs. 50/- p.m. sanctioned to the Divisional Accounts of Communication and Works/ Irrigation and Power Departments vide notification of even No. dated 29th December, 1976 shall stand

discontinued with effect from 1.7.1980 as the Divisional Accountants have not to perform extra responsibilities/ duties for which said special pay in question was sanctioned,.

No.FD(R)III-12/80-IV. Dated Quetta, the 31st August, 1980

Subject: - **GRANT OF SPECIAL PAY.**

As a result of up-gradation of the posts of Agriculture Officers and Veterinary Officers from Grade 16 to Grad 17, the Governor of Balochistan is pleased to sanction a special pay of Rs. 150/- per month for the following NPS – 17 supervisory posts in the Agriculture and Livestock Departments with effect from 1st July, 1980

AGRICULTURE DEPARTMENT.

1. Extra Assistant Directors of Agriculture.
2. Assistant Plant protection Officer.
3. Assistant Horticultural Officers.
4. Assistant Food Technologist.
5. Assistant Agronomist.
6. Assistant Agriculture Chemist.
7. Assistant Entomologist.
8. Assistant Horticulture tourist.
9. Assistant Economic Botanist.
10. Assistant Vegetable Botanist.
11. Assistant Plant Pathologists.
12. Assistant Botanist.
13. Assistant Wheat Botanist.
14. Production specialist / Assistant Botanist.
15. Planning and Progress Officers.
16. Assistant Publicity Officer.
17. Instructors.

LIVESTOCK DEPARTMENT.

1. Assistant Director, Animal Husbandry.
2. Manager Government Poultry Farm.
3. Assistant Directors.
4. Outlay Development Officer.
5. Artificial Insemination Officer.
6. Manager Multipurpose Sheep Research Station, Yedwab.
7. Deputy Superintendents Farm.
8. Assistant Project Directors.
9. Project officer Range/Sheep and Coat Development.
10. Research Officer Veterinary Reach Institute.
11. Assistant disease Investigation Officer, Quetta.
12. Sheep Development Officer.

3. This special pay will be admissible only to those incumbents of the posts mentioned above who possess the minimum qualifications as prescribed for the posts of Veterinary Officers and Agriculture Officers

No. FD(R)VIII-10/82 Dated Quetta, the 1st February 1982

Subject :- **GRANT OF SPECIAL PAYS/ADDITIONAL BENEFITS TO PERSONAL ASSISTANTS/STENOGRAPHERS AND STENOTYPISTS.**

A special pay @ Rs.50/- per month is admissible to the Personal Assistants to Secretaries/Additional Secretaries in addition to four advance increments given to all Stenographers.

No.FD(R)III-35/82.1596. Dated Quetta, the 23rd May, 1982.

Subject:- **PROVISION OF CERTAIN RESIDENTIAL AND FINANCIAL FACILITIES BENEFITS TO THE DISTRICT COLLECTOR.**

The Deputy Commissioner who is also collector of the District is entitled to a special pay Rs. 165/- per month in this province.

No.FD(R)III-40/82 Dated Quetta, the 24th August, 1982.

Subject: - **QUALIFICATION PAY.**

In pursuance of the decision contained in Establishment Division Office Memorandum No.5/10/82-T.II, dated 3rd September, 1983. the Government of Balochistan has decided to grant a qualification pay @ Rs. 100/- per month to civilian officers on the successful completion of the regular course at the National Defense College.

2. Those who have already completed the above course shall be allowed the qualification pay of Rs. 100/- per month with effect from 1-8-1983.

No.FD(R)III-36/84- Dated Quetta, the 1st January, 1984.

Subject :- **GRANT OF SPECIAL PAY TO LIFT OPERATORS IN THE PROVINCIAL GOVERNMENT**

The Government of Balochistan has decided that Lift Operators will be allowed a special pay of Rs.35/- per month w.e.f. 1-7-1986 in addition to their pay in the Basic Pay Scale applicable to them.

No.FD(R)III-12/86-2743-2823. Dated Quetta, the 4th August, 1986.

ORDER.

In order to over-come the shortage of stenographers in the province, the Government of Balochistan has decided to allow special pay at following rates with immediate effect for one year. The result thereof will be evaluated after one year:-

- | | | |
|----|--|-------------|
| a) | Senior scale Stenographer
(BPS-15) | Rs.70/-P.M. |
| b) | Stenographer. (BPS-12) | Rs.50/-P.M. |
| c) | Senior clerks/Junior Clerks
Posted against the post of
Stenographers and working
As such. | Rs.30/-P.M. |

No.FD(R)III-24/87/-1210-80. Dated Quetta the 24th February, 1987.

Subject: - **SPECIAL PAY.**

The Government has decided to allow with immediate effect a Special pay of Rs.30/p.m. to those Daftaries who have been entrusted with duties for operating Cyclostyle Machine.

No.FD(R)III-12/87/-1500.1600. Dated Quetta the 8th March,1987

ORDER.

The Government of Balochistan has decided to allow a special pay of Rs. 220/-per month to the Director Excise and Taxation with immediate effect.

No.FD(R)III-12/87. Dated, Quetta the 28th March.1988

Subject:- **GRANT OF SPECIAL PAY TO STAFF DOING CASH HANDLING WORK.**

Refer to the West Pakistan Finance Department's circular letter No.PC-III-Cash (B.P)3/63, dated the 18th November, 1963 It has been decided to revise the rates of special pay, admissible to the officials engaged in handling cash and to fix the cash and personal securities as under:-

<u>Amount of cash handled.</u>	<u>Revised Rate of Special pay.</u>	<u>Cash Security.</u>	<u>Personal Security.</u>
i) Upto Rs. 5000/-	Nil.	--	--
ii) Above Rs.5000/- Upto Rs.1,00,000/-	Rs.50/-p.m.	Rs.2000	Rs.20000
iii) Above Rs. 1,00,000/-	Rs.75/-p.m.	Rs.4000/-	Rs. 50000/-

These orders will take immediate effect.

No.FD(R)III-13/88/1642-1700. Dated Quetta the 30th May.1988.

ORDER.

The Government of Balochistan has decided to allow a special pay of Rs.100/-per month to the following supervisory posts in B-16 with immediate effect:-

1. Administrative Officer.
2. Accounts officer/Assistant Accounts Officer.
3. Budget Officer.

No.FD(R)III-12/88/-2982-3082. Dated Quetta the 21st July,1988.

Subject: - **GRANT OF SPECIAL PAY TO THE PERSONAL ASSISTANT TO THE JOINT SECRETARY.**

Reference Para 7 of this department's circular letter No.FD(R)III(40-41)83, dated 27.8.1983, on the subject cited above and to say that it has been decided to allow the Special pay of Rs.75/-p.m to the Personal Assistants to the Joint Secretaries with effect from 1.7.1988.

No.FD(R)III-(40-41)/88/.Dated. Quetta the 8th September:1988.

Subject: - **MERGER OF SPECIAL PAY IN THE PAY OF PERSONAL ASSISTANTS PROMOTED AS PRIVATE SECRETARIES (GR.16).**

In Balochistan Special pay drawn as Personal Assistants to Minister/ Secretary is not counted for the purpose of fixation on promotion for the reasons that as private Secretary, Special pay is also allowed. It is not proper to give double benefit i.e once in fixation and then on promotion as separate entity.

No.FD(R)III-35/90/S.G/691. Dated Quetta, the 30th January, 1991.

ORDER.

Sanction is hereby accorded to the grant of Special Pay at the rate of 20% of pay of the staff posted in Training Institutions, Central Police Offices and Crime Branches of the Police Department, Government of Balochistan in lieu of any Special/Technical pay being drawn by said staff.

2. Sanction is also accorded to the grant of Technical Allowance at the rate of 20% of the pay to the staff working in the Tele-Communication and Motor Transport Sections of the Balochistan Police. This Technical Allowance will be in addition to any special pay already being drawn by the said staff.

3. These orders will take immediate effect.

No.FD(R)III-6/91/21-23-47. Dated Quetta, the 22nd April, 1991.

Subject :- **QUALIFICATION PAY FOR SENIOR OFFICERS UNDER REVISED BASIC PAY SCALES 1991.**

Qualification pay has been allowed at the following rates :-

- | | | |
|----|---------------------------------------|---------------|
| 1. | P.A.S.C National Management Course. | Rs.500/-p.m.. |
| 2. | National Defense College Course. | Rs.500/-p.m. |
| 3. | N.I.P.A. Advance Course in Management | Rs.100/-p.m. |

2. The Federal Government (Finance Division) vide its O.M. No.1(12)Imp;II/91, dated 18th January, 1992 has clarified the position that the qualification pay referred to above is not admissible to those officers for whom this qualification is not necessary for promotion to higher grade.

No.FD(R)III-42/92/581. Dated Quetta, the 5th March, 1992.

Subject: - **RESTORATION OF SPECIAL PAY OF DEPUTY SECRETARIES/ ADDITIONAL SECRETARIATS IN ADDITION TO SECRETARIAT ALLOWANCE.**

Reference this Department letter No.FD(R)II-28/88/3454-3484, dated 4th September, 1988 it has been pleased to restore special pay in respect of Deputy Secretaries/ Additional secretaries to the Government of Balochistan at the following rates with immediate effect in addition to secretariat allowance:-

- | | |
|-----------------------------|--------------|
| i) Deputy Secretaries. | Rs.225/-p.m. |
| ii) additional Secretaries. | Rs.300/-p.m. |

2. The Deputy Secretaries who have already got their erstwhile Special pay merged towards fixation on Move-Over to BPS-19 will not be entitled to this special pay. However, on promotion as additional Secretaries the special pay attached to the post will be admissible. Similarly, the Additional Secretaries who got their e-erstwhile special pay merged in their pay towards fixation on Move-Over to BPS-20 will not be entitled to the special pay.

No.FD(R)III-12/93/885-985 Dated Quetta, the 22nd March,1993.

Subject :- **SANCTION OF RS.500/- P.M. FROM 1-6-1991 (NATIONAL MANAGEMENT COURSE.)**

The Rs.500/- as qualification pay is admissible to those officers who have completed the course in Pakistan Administrative Staff College Lahore and National Defence College Rawalpindi.

No.FD(R)III-42/93-2304. Dated Quetta, the 14th September, 1993.

Subject :- **REVISION OF RATES OF SPECIAL PAY OF THE PRIVATE SECRETARIES (B-17) ATTACHED TO JUDGES OF HIGH COURT.**

The Private Secretaries attached to the Judges of the High Court are getting Rs.200/- p.m. as Special Pay. The amount of Special Pay has not been enhanced by this Government so far.

No.FD(R)VII-10/Court/2692. Dated Quetta, the 27th October, 1993.

Subject :- **GRANT OF SPECIAL PAY.**

Rs. 120/- p.m. as Special Pay is admissible to the P.A (B-15) working with Chief Secretary/Additional Chief Secretary/Secretaries/Additional Secretaries and Joint Secretaries.

No.FD(R)III-35/S.G/1539. Dated Quetta, the 25th July 1994.

Subject: - **SPECIAL PAY TO CLASS-IV EMPLOYEES FOR OPERATING CYCLOSTYLE MACHINE.**

As per circular letter issued by the Finance Department vide No.FD(R)III-12/87/1500-1600 Dated 8TH March, 1987, Rs.30/-p.m admissible to the daftaris for operating Cyclostyle/machine (as a Special pay) and not Charge Allowance. Since the circular letter referred to above is still operative, it is a special pay and is countable towards emoluments for the purpose of pension.

No.FD(R)III-10/95. Dated Quetta, the 13th March, 1995.

Subject :- **GRANT OF SPECIAL PAY @ 20% TO THE STAFF POSTED IN CENTRAL POLICE OFFICES-SECTT ETC.**

The staff of Anti-corruption Establishment was allowed 20% Special Allowance. However, this Special Allowance has been frozen at the rate it was admissible on 31-5-1994 and converted into personal allowance like Secretariat Allowance.

No.FD(R)III-6/95/1270. Dated Quetta, the 8th April, 1995.

Subject :- **PAYMENT OF SPECIAL PAY TO THE OFFICERS WHO COMPLETED HIGHER TRAINING COURSE IN NIPA.**

In Balochistan those who have completed advance course in management in NIPA are allowed qualification pay of Rs.100/-p.m. Since it has been termed as “pay” it is counted towards emolument for the purpose of pension.

No.FD(R)III-42/95/1424. Dated Quetta, the 7th May, 1995.

Subject :- **PAYMENT OF SPECIAL PAY TO THE STAFF OF POLICE TELECOMMUNICATION BRANCH INSTEAD OF PERSONAL ALLOWANCE.**

Since Telecommunication staff is entitled for special pay at flat rates, Finance Department advises that the same may continue and may also be counted towards pension. However, Technical Allowance @ 20% of pay has been frozen at the level of 31-5-1994 and adjustable towards annual increments in the case of B-17 and above officers.

No.FD(R)III-6/96-367-68. Dated Quetta, the 26th March, 1996.

Subject: - **QUALIFICATION PAY FOR THE SENIOR OFFICERS.**

Reference para-7 (i) of this Department’s circular letter No. FD (R)III-56/91/3851-3950 dated 25th September, 1991, the Government of Balochistan has acceded to revise the existing rates of the following qualification pay with immediate effect: -

- a) PASO National Management Rs: 750/- p.m as against the

Course.	Existing rate of Rs. 500/-p.m
b). National Defence College Course.	Rs. 750/- p.m as against the existing rate of Rs. 500/- p.m
c). Advance Course in Management in NIP	Rs. 200/- p.m as against the Rs: 100/- p.m

No. FD(R)III-42/96/2421-2530 Dated Quetta the, 21st November, 1996.

Subject :- **CLARIFICATION OF DISTURBANCE PAY AND QUALIFICATION PAY.**

Attention is invited to Note below para-7 of this Department's circular letter No.FD(R)III-56/385-3950, dated 25th September, 1991 wherein it has clearly been mentioned that "one qualification pay will be admissible at a time". So far as admissibility of disturbance pay is concerned it is allowed to serving military officers and not to retired/re-employed.

No.FD(R)III-42/97/1341. Dated Quetta, the 10th March, 1997.

Subject: - **GRANT OF SPECIAL PAY @ Rs: 120/- P.M TO PERSONAL ASSISTANT MILITARY SECRETARY.**

Under the instructions, P.A to Chief Secretary / Additional Chief Secretary / Secretary / Additional Secretary / Joint Secretary is entitled for Special Pay of Rs. 120/- p.m. Since Military Secretary is equivalent to an Administrative Secretary, the individual working as P.A to Military Secretary is entitled for special pay.

No. FD(R)III24/97 Dated Quetta the, 13th August, 1997..

ORDER.

In pursuance of the decision taken in the Cabinet meeting held on 16-17th August, 2000, the Government of Balochistan has decided to allow Special Pay @ 20% of pay to be Chairman and Members of the Provincial Inspection Team, with immediate effect.

FD(R-1)III-12/2000/1470-74 Dated Quetta the, 22nd September 2000.

ORDER.

The Government of Balochistan has been pleased to allow an increase @ 5% on the Basic Pay of the following categories of employees of the Education Department, Judiciary, and Law Enforcing Agencies (Police) w.e.f 1st July 2001

S.NO.	NAME OF DEPARTMENT	CATEGORY OF EMPLOYEES
1.	EDUCATION DEPARTMENT	PRIMARY AND SECONDARY TEACHERS.
2.	JUDICIARY	ALL OFFICERS AND STAFF OF THE JUDICIARY.
3.	LAW ENFORCING AGENCIES (POLICE)	ALL THE POLICE PERSONNEL

2. It is further added that the said 5% increase in the Basic pay will be in addition to the increase in the pay as announced by the Federal Government in the annual budget.

3. In case of Education Department the increase will be subject the condition that these employees will have to attend the refresher course and qualify the departmental examination

NoFD(R-I)III-63/2001/2073-2112.Dated Quetta, the 24th July, 2001.

ORDER.

In partial modification of this department order of even number dated 24th July, 2001, the Government of Balochistan is pleased to allow an increase @ 5% on the basic pay only to the staff of the Judiciary in the Province w.e.f 1st July, 2001

No FD (R-i)III-63 2001 Dated Quetta the, 20th Sept: 2001.

Subject: - **REDUCTION IN THE AMOUNT OF THE SPECIAL PAY SANCTIONED TO THE CHAIRMAN AND MEMBERS OF THE PROVINCIAL INSPECTION TEAM.**

The Federal Government has put limits to all the Special pays and Allowances admissible on certain posts as percentage of pay to a maximum of Rs. 2000/- p.m and

accordingly Special Pay of the Chairman and Members of provincial Inspection Team was also limited to Rs. 2000/- p.m with the prior approval of the Governor Balochistan.

2. It is added that no Special Pay rather Allowance is being drawn by the Chairman and Members, public Service Commission on the authority of the notification issued by S&GAD in April, 1995 and not by this department.

No.FD(R)III-71/2001/ Dated Quetta, the 27th December, 2001.

Subject: - **20% SPECIAL PAY (EVENING PAY) TO THE STAFF OF GOVERNMENT COMMERCIAL INSTITUTE, QUETTA FOR CONDUCTING OF EVENING CLASSES.**

The Finance Department agrees to allow Special Pay @ 20% subject to a maximum of Rs. 2000/- p.m to the entitled academic staff of Government Commercial Institute, Quetta for their engagement in conducting evening classes which was previously drawn by them before Introduction of Pay Scales Scheme 2001.

No.FD(R-I)III-12/2003, Dated Quetta the.19th April, 2003.

Subject: - **RATE OF SPECIAL PAY - ADMISSIBLE TO THE STAFF OF PROVINCIAL MINISTERS.**

The staff of the Provincial Ministers in this province are getting Special pay at the following rates as per Pay Scales, 1991 :-

- | | | |
|----|------------------------------------|---------------|
| a) | P.S to Minister. | |
| | (i) From the cadre of PS in BPs-16 | Rs.300/- p.m |
| | (ii) From other sources in B- 17 | Rs.375/- p.m |
| b) | P.A to Minister | Rs. 150/- p.m |

2. The subject issue regarding enhancement of the rates of aforesaid Special Pay is under consideration by this Provincial Government.

No.FD(R-I)III-24/2003 Dated Quetta the, 13th June, 2003

Subject:- **ENHANCEMENT OF SPECIAL PAY TO THE PRIVATE SECRETARIES AND PERSONAL ASSISTANTS.**

The special pays admissible to the subject categories in the province are as under:-

1. **Private Secretary to Ministers / Chief Secretary / Chairman Planning and Development Board / Add: Chief Secretary.**

(i) from the cadre of private Secretary in B-16	Rs.300/- p.m
(ii) From other Sources in B-17	Rs.375/- p.m

2. **Private Secretary to secretaries.** Rs.225/- p.m

(i) Personal Assistant to Ministers.	Rs.150/- p.m
(ii) Personal Assistants to Chief Secretary Additional Chief Secretary/ Secretaries Additional Secretaries/Joint Secretaries.	Rs.120/- p.m

2. No proposal for enhancement is under consideration by this Provincial Government.

NO.FD(R-I)III-71/2004 Dated Quetta, the 18th May, 2004

Subject:- **GRANT OF SPECIAL PAY / ALLOWANCE TO STENOGRAPHERS / PA^s OF HIGH COURT.**

This department has not allowed the special pay to the stenographers/ PA^s working in Balochistan High Court.

NO.FD(R-I)III-78/2005/ Dated Quetta the 31st August, 2005.

Subject :- **GRANT OF PERSONAL PAY B-19.**

There is no rule or chance in Pay Scales, 2001 and 2005 to allow personal scale to any Government Servant on reaching the maximum of his existing grade.

No.FD(R-I)III-40/2005/3903. Dated Quetta, the 13th December, 2005.

Subject:- **I. ENHANCEMENT OF SPECIAL PAY.**
II. 20% SPECIAL PAY (EVENING PAY) TO THE STAFF OF GOVERNMENT COMMERCIAL INSTITUTE, QUETTA.

The concurrence of Finance Department is accorded to enhance the present ceiling of 20% Special pay from Rs.2000/- pm. to Rs.3000/- p.m. in favour of the following 21 employees engaged for conducting evening classes of Government College of Commerce Quetta, with immediate effect :-

1.	Principal	1
2.	Vice Principal / Associate Professor.	1
3.	Associate Professor	2
4.	Assistant Professor	4
5.	Lecturer.	9
6.	Assistant	1
7.	Junior Clerk	1
8.	Mechanic	1
9.	Naib Qasid	1
	Total:-	<u>21</u>

2. The Administrative Department may prepare an administrative order in continuation of earlier order and forward the same to this department for authentication the audit copy.

NO.FD(R-I)III-12/P.A/2005/3343-45. Dated Quetta, the 30th December, 2005.

Subject:- **GRANT OF SPECIAL ALLOWANCE @ 20% OF BASIC PAY TO ALL ADMINISTRATIVE SECRETARIES.**

The Government of Balochistan has been pleased to grant Special Allowance @ 20% of basic pay in favour of B-20 & above officers working against the posts of Administrative Secretaries of this Province including Chief Secretary, Senior Member/Members, Board of Revenue, Additional Chief Secretary (Dev:), Planning & Development Department, Principal Secretaries to Governor / Chief Minister, Balochistan with immediate effect.

2. The amount of special pay:-
 (i) will be admissible to the incumbents appointed / posted as Administrative Secretary in BPS-20 and above.

- (ii) Will be admissible on basic pay being drawn or on the maximum of basic pay scale -22 whichever is less.
- (iii) Will be treated as part of emoluments for the purpose of calculation of Pension / Gratuity and recovery of House Rent.
- (iv) Will be admissible during leave and entire period of LPR except during extraordinary leave.
- (v) Will not be admissible to the officers during the tenure of their posting / deputation abroad but will be admissible to the entitled officers on their repatriation and appointment / posting as Secretary in the Province at the rate and amount which would have been admissible to them had they not be posted abroad.
- (vi) Will not be admissible to those posted / appointed on acting charge basis as Administrative Secretaries.
- (vii) Will not be admissible for more than one post.

3. It is to clarify that the allowance in question is not admissible to the incumbents of the posts of Secretary, P&D, Special Secretary to Chief Minister, Military Secretary to Governor and Chairman / Members of the Chief Minister's Inspection Team.

NO.FD(R-I)III-12//2007/1057-1156/Dated Quetta the 5th April, 2007.

SECTION-2

PAY FIXATION

(29 - 30)

Subject:- **PAY FIXATION.**

Finance Department advises that the former Government of Pakistan has already issued instructions that Government servants may provisionally be authorized payment of salaries etc, when authorized by the administrative Department concerned in case of promotion pending fixation of pay with higher post last pay drawn in the lower post before promotion, as certified by the Administrative Department.

U.O. No. FD (R) 955/70. Dated Quetta, the 7th November, 1970

Subject:- **SALARY SLIP – ISSUE OF**

Finance Department observes that under standing instructions issued by the services and General Administration Department, Secretariat Superintendents who are promoted to the post of section Officers are given the benefits of addition of Rs. 50/- to their emoluments. As such, the same concession shall have to be extended in the case of the section Officer concerned whose pay should be fixed @ Rs. 900/- P.M in the scale of Rs. 450-50-1000.

U.O. No. FD (R) III-22/71. Dated Quetta, the 25th March, 1971

Subject:- **CALCULATION OF THE PRESCRIBED LENGTH OF CLASS I SERVICE FOR PURPOSES OF FIXATION OF PAY IN JUNIOR ADMINISTRATIVE GRADE AND HIGHER, POSTS.**

A copy of the Ministry of Finance, Government of Pakistan O.M.No.F.3(15)-R 4/70-D,391-R-4/72, dated 4th April, 1972 is reproduced below for information and guidance :-

“Refer to Para 6 of this Ministry’s O.M. No. Py.Gz.1(7)-IMP/63, dated 23.4.1964 and to clarify that in the case of officers promoted to J.A.G., or higher posts, the number of years of class I service presumptively represented by their pre-promotion pay should be treated as if it were the length of their actual class I service for purposes of fixation of their pay in the posts to which they have been promoted. Fixation of pay in those cases of the above kind which might be awaiting finalization, may be settled in the light of the above clarification”.

No. FD (R) III– 11/70 Dated Quetta, the 11th July, 1972

NOTIFICATION.

In exercise of the powers conferred upon him under the rule, 12 of the Balochistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1972 the Governor of Balochistan is pleased to allow Balochistan pay scale No.9(225-15-300/16-380/20-480) instead of scale No. 8.(200-12-260/16-335/15-425) to Sadar Qanoongo, pay scale No. 8(200-12-260/15-335/15-425) instead of scale No.6(165-8-205-/10-550/10-315) to Muhasibs and scale No.6(165-8-205/10-225/10-315) Instead of scale No. 5(150-6-180/8-220/10-280) to Qanoongo of Revenue Department with effect from 1.7.1974 Next increment will however be allowed on 1.12.1974.

2. The pay of these Government Servants will be fixed in the Balochistan pay scale No.9,8 and 6 as under :-

1. The pay shall be fixed at a stage in Balochistan pay scale which is equal to other existing pay in scale 8,6 and 5 of the Government Servant concerned, and if there is no such stage at the next lower stage, at the next lower stage and the difference shall be allowed as personal pay.
2. If the existing pay of an existing Government servant is higher than the maximum of the pay scale No.9,8 and 6 his pay shall be fixed at the maximum of national pay scale and the difference shall be allowed as personal Pay.
3. The Personal pay referred to in sub para (1) and (2) shall be reduced by any amount by which the pay of the Government servant is increased after 1st July, 1974 and shall cease to be payable as soon as his pay is increased by an amount by an amount equal to his personal pay.

3. **RIGHT OF OPTION.** All the Government Servants (Sadar Qanoongo, Muhasib and Qanoongo) shall have the right to opt for the Balochistan pay scale No.9,8 and 6 or the existing pay scale within a period of one month

4. The Governor of Balochistan is further pleased to allow Basta-Allowance @ 15/-P.M and stationery Allowance @ 10/-P.M to the Patwaries with effect from 1.7.1974.

No. FD (R) III-1/70. Dated Quetta, the 5th October, 1974

NOTIFICATION.

The Governor of Balochistan has been pleased to decided that, in the case of the incumbents if the following categories of posts, who since before 1.7.1975 might be

drawing pay in National Pay scale No.17(Rs.500-50-1000/50-1250), their pay in that scale will with effect from 1.7.1975, be enhanced by five premature increments subject to the condition that the pay so enhanced shall in no case exceed the maximum of the above scale:-

- i) NPS-17 posts of Engineers the prescribed minimum qualifications for which is graduation in any branch of Engineering;
- ii) NPS-17 posts for which the basic minimum qualification is Master's degree in any of the physical/ nature science. The latter include physics, chemistry, botany, zoology, geology, astronomy and paleontology,
- iii) NPS-17 posts of lectures in colleges.

2. Those who are appointed to the above posts on after 1.7.1975, will be allowed initial pay at the stage of Rs.750/- in NPS-17 except in these cases in which initial pay at higher then that stage be admissible under any rules or orders of the competent authority.

NO.FD(R)III-20/76 Dated Quetta the 19th January, 1975

NOTIFICATION.

In order to remove the disparity between the pay scales of Assistants of secretariat and Non-Secretariat Departments, the Governor of Balochistan is pleased to allow National pay scale No.10(250-18-340/20-440/20-540) to Assistants working in the attached departments/ subordinate offices with effect from 1st July, 1975 the pay of the existing Assistants will be fixed in pay scale No.10 with effect from 1st July, 1975 as under:-

- (1) The pay shall be fixed at a stage in the national pay scale No.10 which is equal to the existing pay in the National pay scale No.8 of the Assistant concerned and of there is no such stage, at the next lower stage and the difference shall be allowed as personal pay.
- (2) If the existing pay of an existing Government servant is higher then maximum of the pay scale No.10 his pay shall be fixed at the maximum of the National pay scale and the difference be allowed as personal pay.
- (3) The personal pay referred to in sub paras (i) and (ii) above shall be reduced by any amount by which the pay of the Government servant is increased after the 1st July, 1975 and shall cease to be payable as soon as his pay increased by an amount equal to his personal pay.

2. The next increment will however be allowed on the 1st December, 1975.

3. **Right of option.** All these Assistants shall have the right to opt for the National pay scale No.10 or the existing National Pay Scale within a period of two months from the issue of this Notification.

4. All new officials appointed against Secretariat posts on and after 1.7.1975 shall get pay scale No.10 on their appointment or promotion as Assistant.

NO.FD(R)III-5/75 Dated Quetta the 24th July, 1975

NOTIFICATION.

The Governor of Balochistan is pleased to give protection to the staff Nurses in respect of their emoluments (Pay Rs. 225/- Mess Allowance Rs. 50/- and uniform Allowance Rs 15) which they were receiving as student nurses on their appointment as staff Nurses in the Civil Hospitals. Their pay will be fixed as under.

- (i) The pay of serving Nurses shall be fixed at stage in Balochistan pay scale No.9 which is equal to or, if there is no such stage, at the stage next above of aggregate of existing pay plus Rs. 65/- (Mess and Uniform Allowance) provided it does not exceed the maximum of the pay scale.
 - (ii) The pay of new entrants will be fixed at Rs.300/-P.M on their regular appointment as staff Nurses.
2. The annual increment falling on 1.12.1975. will, however be allowed as usual.
3. These orders shall take effect from 1.7.1975

NO.FD(R)III-20/75 Dated Quetta, the 8th August, 1975

Subject: - **SCHEME OF NATIONAL SCALES OF PAY, ALLOWANCES AND OTHER FRINGE BENEFITS TO GOVT: SERVANTS (OTHER THEN TEACHING PERSONNEL).**

Reference this department's Notification NO.FD(R)III-35/72, dated 6/5/1972 and NO.FD(R)III—36/72 dated 30.3.1974, under which the Balochistan (Non-gazetted & Gazetted Civil Services) (Pay Revision) Rules were notified.

2. From the past experience it has been noticed that due to strict application of the provisions of rule 6 & 7 of the above quoted rules, the junior officials/officers who are promoted during December get higher pay than their seniors who got their promotions during 1st June to 30th November of the same calendar year. For instance Mr. "X" an Overseer was before 2.6.1972 drawing pay at the stage of Rs. 460 in NPS-9 (Rs.225-15-300-EB-20-450) On 6.8.1972 he was promoted as Assistant Engineer, then carrying the new scale of Rs/350-35-525-40-950. His initial pay in this new scale was fixed at the stage of Rs.490/- Later on he opted for the scheme of National scales of Pay etc.(Gazetted)with effect from the date of the

above promotion and consequently his initial pay in NPS-16 was fixed at the stage of Rs.470/- with effect from 6.8.1972 as at this stage his service as Assistant Engineer was less than six months on 1.12.1972, he continued to draw pay at that stage until 30.11.1973 Mr. 'Y' who was junior to Mr. 'X' as Overseer, also before 2.6.1972 was drawing in that capacity at the stage of Rs. 460/- in NPS-9. In that NPS' he drew his annual increment on 1.12.1972, which raised his pay to Rs.480/- He was promoted a Assistant Engineer on 28.5.1973 and on his promotion his initial pay in NPS-16 was fixed at the stage of Rs. 505/- thus for the period from 28.5.1973 to 30.11.1973 while the pay of Mr. 'Y' in NPS-16 was Rs.505/- that of his senior Mr. 'Y' was only Rs. 470/- both of them drew an increment on 1.12.1973 which raised the pay of Mr. Y' to Rs.540/- and that his senior Mr. 'X' to Rs 505/- only this anomaly would continue at least for so long as the above officials remain in NPS-16.

3. The above anomaly has arisen as a result, obviously, of the fact that after his promotion as Assistant Engineer with effect from 6.8.78 Mr. 'X' could not draw an increment in higher scale on 1.12.1972 his service as Assistant Engineer being less than six months on that date. This kind of anomaly might have arisen or may arise also in other cases of promotions made between the 2nd June and the 30th November of a calendar year. In order to remove such anomaly it has been decided that in cases in which a Government servant before reaching the maximum of a National scale of pay is promoted to a higher National scale of pay between the 2nd June and the 30th November of calendar year and his initial pay in the latter scale is fixed with reference to his last pay in the former scale he may at his option get his pay in the higher scale concerned re-fixed w.e. from the 1st December of the above year of promoted with reference to his presumptive pay on that date in his pre-promotion scale referred to above.

4. This decision will apply in cases of promotions upto NPS-17 as well as to those cases of promotions to NPS-18 in which draw of pay in NPS-18 is not subject to the year- of-service rules.

5. This decision will take effect from 1.3.1972 subject to the condition that no arrears will be payable for any period prior to 2nd December, 1975.

Subject:- **QUESTION WHETHER PAY OF NON-GAZETTED GOVERNMENT SERVANT CAN BE FIXED UNDER THE GOVERNMENT SERVANTS GAZETTED (PAY REVISION) RULES, 1974.**

It may be intimated that the Government of Balochistan have allowed the West Pakistan, Secretariat Pay scale to the Superintendents of the pre-integration belonging to erstwhile Balochistan Administration/ Balochistan States Union, as a grace as a special case, but the status & the posts remained the same which were provided in the cadres of their various attached departments, because the posts were never up-graded. Moreover the posts against which the official were demanding the pays of the secretariat were also non-gazetted prior to integration Hence there seems to be no justification for declaring the gazetted status of such superintendents.

NO.FD(R)III-35/76 Dated Quetta, the 18th February, 1977

Subject:- **CASES OF TRANSFER OF CIVIL SERVANTS FROM A LOWER TO A HIGHER PAY SCALE WITHOUT INVOLVING ACTUAL TRANSFER FROM ONE POST TO AN OTHER.**

The relevant provisions in Fundamental Rules have in the past been interpreted differently in the matter of fixation of initial pay in the higher scales in the cases of the category referred to above. In a number of those cases, the civil servant concerned has been treated as entitled, under F.R.22(a)(i), to the stage in the higher scale next above his last pay in the lower scale. While in other , initial pay in the higher scale equal to the last pay in the lower scale has been allowed under F.R.22(a)(ii).

2. It has been decided that in cases of fixation of pay governed by the Fundamental rules, irrespective of any provisions to the contrary in those rules where a civil servant is not transferred from one post to another, but is transferred from lower to a higher scale, initial pay in the higher scale will be fixed at the stage next above the pay admissible in the lower scale as on the eve of the transfer to the higher scale. This decision will come into force with effect from 1.7.1979.

NO.FD(R)III-11/80 Dated Quetta, the 13th March, 1980

Subject :- **FIXATION OF PAY DURING L.P.R.**

Queries have been raised by certain quarters as to whether Government Servants who proceeded on L.P.R. before the issue of this Department Notification No.FD(R)III(40-41)/83, dated 27th August, 1983, would be entitled to fixation of pay under the above scheme.

2. I has been decided that pay of such Government Servants would be fixed in the relevant Basic Pay Scales with effect from 1-7-1983, on notional basis for the purpose of calculation of average emoluments for pension alone. They would however, not be entitled to draw that pay as a part of leave salary during the period of L.P.R.

No.FD(R)IX-2/83-4981-5060. Dated Quetta, the 16th November, 1983.

Subject:- **REVISION OF PAY SCALES-SCHEMES OF BASIC PAY SCALES AND FRINGE BENEFITS OF THE BALOCHISTAN GOVERNMENT EMPLOYEES (1983)**

The cases have come to Finance Department's notice where, as a result of the "point to point" pay fixation formula contained in para 3 of this department's circular letter NO.FD(R)III-(40-41)/83, dated the 27th August, 1983 the pay of an employee who was promoted to higher pay scale prior to 1.7.1983 has been fixed at a stage lower than the pay which would have been fixed at a stage lower than the pay which would have been fixed if the employee concerned had not been protected to that higher post scale prior to 1.7.1983. In order to mitigate the hard ship involved, it has been decided that in such cases the employee concerned may, at his option,, be allowed, with effect from 1.7.1983, to draw the pay of the lower post/scale, provided that the lower post was held by him in a substantive capacity or he had drawn/would have drawn pay in that post/ scale for a continuous period of 3 years.

No. FD (R) III-(40-41) /84 Dated Quetta, the 15th March, 1984.

Subject: - **REMOVAL OF DISPARITY IN THE PAY SCALES OF ASSISTANTS OF SECRETARIAT AND NON-SECRETARIAT FIXATION OF PAY.**

Refer to this department's notification No.FD (R) III-5/79, dated 18th October .1979 under which NPS-11 instead of NPS-10 was allowed to all the Assistants at the stage next above the pay admissible in the lower scale in accordance with this department circular letter No-FD(R) III-11/80, dated 13th March, 1980 most of the departments have allowed the next annual increment on 1-12-1979. The individuals have been given the benefit of both the letters quoted above i.e. fixation at the stage next above (instead of next lower stage) as well as the annual inerrant on 1-12-1979 which resulted in overpayment in most of such cases. It has been decided to regularize the draw of annual increment on 1-12-1979 as allowed vide para 3 of the notification dated 18-10-1979.

No. FD(R)X-15/84 /Dated Quetta the 14th June,1984.

Subject:- **SCHEME OF BASIC PAY SCALS,1983-FIXATION OF PAY OF PROVINCIAL GOVERNMENT EMPLOYEES WHO PROCEEDED ON L.P.R OR RETIREMENT.**

Refer this department's letter NO.FD(R)-IX-2/83, dated the 16.11.1983, employees who proceeded on LPR before the issue of this department's letter No. FD(R)III(40-41)/83, dated the 27th august, 1983, are entitled to the fixation of their pays in the relevant basic pay scale on notional basis for the purpose of calculation of average emoluments for pension only, cases have, however ,referred to this department, seeking clarification as to whether fixation of pay under the Basic Pay Scales would also be done on a notional basis in the following types cases:

- i) Those who proceeded on LPR from a dated after 1.7.1983 and retired after the issue of this department's letter No.FD(R) III-(40-41)/83, dated the 27th August,1983.
- ii) Those who proceeded on LPR before or after 1.7.1983 and retired between 1.7.1983.
- iii) Those who did not proceed on LPR bur retired between 1.7.1983 and 27.8.1983 i.e., before the date of issue of this department's letter No.FD(R)III(40-41)/83, dated 27.8.1983.

2. The matter has been considered by the Government. It is now clarified that in the case of employees mentioned at (i) above, the pay shall be fixed in the relevant basic pay

scale on ‘ actual ‘ basis and arrears of pay shall also be allowed, as admissible. However, since employees mentioned at (ii) and (iii) above have no legal claim, because they were no longer in service on 27.8.1983, when orders introducing the Scheme of Balochistan pay scales were issued. They are, therefore, not entitled to the fixation of their pays in the Basic Pay Scales.

3. It is requested that cases of concerned provincial government employees may be decided in the light of the above instructions.

No.FD(R) IX-2/84. Dated Quetta, the 15th August, 1984.

Subject:- **SCHEME OF BASIC PAY SCALES- REMOVAL OF DISPARITY IN PAY FIXATION.**

Refer to this department circular letter No.FD(R)III(40-41)83, dated the 27th August, 1983 regarding scheme of Basic pay scale and to state that it has been represented that in cases where initial fixation of pay of existing employees in the basic pay scales has been on the basis of minimum advantage formula of 10% contained in para 3(i) of the circular letter referred to above, the initial pays of employees who were drawing basic pay at the same stage in the same revised National pay scales have been fixed in the basic pay scales at different stages due to non-admissibility of L.C.A. at stations other than Quetta, this has created an anomalous situation and the position was examined in the Anomaly Committee set up for the purpose.

2. In order to resolve the anomaly, it has been decided that the initial pay of the employees referred to above may be fixed on 1-7-1983 by calculating their emolument referred to in para 3(i) of the circular letter dated 27-8-1983 presumptively on the basis of L.C.A. 5% subject to a maximum of Rs. 100/- irrespective of the stations of posting of the employees concerned but no arrears of pay shall be admissible.

No.FD(R)III(40-41)/84 Dated Quetta, the 15th October, 1984

Subject:- **SCHEME OF BASIC PAY SCALES AND FRINGE BENEFITS OF CIVIL EMPLOYEES (1983)**

Instances have come to notice that as result of the point fixation of pay formula contained in this department’s circular letter No.FD(R)III(40-41)/83 dated the 27th

August, 1983 the pay of certain employees who have been promoted from a lower post to higher post or from a lower scale to a higher scale of the same post after 1.7.1983 have been fixed at a higher stage than the pay of such category of employees who were promoted to such posts/ scales prior to the coming into force of the Scheme of basic pay scales .

2. The matter has been examined in this department and it has been decided that in the cases of promotion from lower to a higher post/scale before the introduction of the basic pay scales, the pay of the senior employee concerned may be re-fixed and so enhanced that it would not be less than the pay that would have been admissible to him if his promotion to the higher post/ scale had taken place after the introduction of the basic pay scales 1983.

3. The above decision will take effect from 1.7.1983 However no arrears will be admissible for the prior to 1.1.1985.

No.FD(R)III(40-41)/85 Dated Quetta, the 21st February, 1985

Subject:- **BENEFIT OF PAY FIXATION ON ACCOUNT OF REVISION/ ENHANCEMENT OF PAY SCALE DURING L.P.R.**

Since during LPR a Government servant draws leave salary and the definition of leave salary is “ last pay drawn “ , he is not entitled to fixation of pay of the posts, the pay scale of which has been enhanced/ revised. The fixation of pay in such cases should be on notional basis and the benefit should be admissible while calculating the pension.

No.FD(R)IX-2/85. Dated Quetta, the 5th December, 1985

NOTIFICATION.

The following new clause may be added as 9 (6) after rule 9 (5) of the Balochistan (Basic Pay Scale) Civil Services Rules, 1985 :-

“9(6)- Where a post has been up-graded between 2nd June to 30th November of a calendar year the incumbent of such post subject to the exercise of an option would be allowed re-fixation of pay with reference to his national pay in the lower scale on 1st December of the year”.

No.FD(R)III-40-41/86/3918-4000. Dated Quetta, the 12th August, 1986.

Subject :- **THE BALOCHISTAN (BASIC PAY SCALES) CIVIL SERVICES RULES, 1983.**

Reference this Department's Notification No.FD(R)III-(40-41)/84, dated 26th December, 1984 and to the following new para- 5-A may be added, therein. This will deem to have been inserted with effect from 1-7-1983.

“5-A In cases where the Basic Scales higher than the scale which corresponds to the Revised National Pay Scale have been allowed, initial fixation of pay of the employee concerned shall first be made in the Basic Scale corresponding to his existing Revised National Pay Scale in the light of the fixation of pay formula mentioned in para- 5 above, and thereafter his pay in the higher Basic Scale shall be fixed at the next higher stage”.

No.FD(R)III-(40-41)/87/392-400. Dated Quetta, the 22nd January, 1987.

ORDER.

In continuation to this Department's order No.FD(R)VII-13/89-D/2783-2827, dated 5th July, 1989 it is clarified that pay of teachers who have been allowed selection Grade during the period from 1.1.1977 to the 20.6.1983 will be re-fixed in accordance with the promotion procedure.

2. The teachers of above categories are allowed to re-opt for retention of their pay/pay scale of the lower post till they earn the annual increment in that year in relaxation of the provision under F.R-23 and to claim benefits of Selection Grade w.e.f second December of the year with usual pre-mature increment.

No.FD(R)VII-13/D/90/6454-76. Dated Quetta, the 22nd November, 1990

Subject:- **REVISION OF BASIC PAY SCALES AND FRINGE BENEFITS OF CIVIL EMPLOYEES OF PROVINCIAL GOVT:**

The sanction of the Government is conveyed for the fixation of pay in the revised pay scales 1991 on notional basis, in respect of those Government servants who were/are on L.P.R on 1.6.1991 for the purpose of calculation of their pension.

No.FD(R)III-56/91/4066-4166. Dated Quetta, the 5th October: 1991

Subject: - **GRANT OF ADVANCE INCREMENTS-FIXATION OF PAY.**

Refer to para-5 of this department's circular letter No.FD(R) II-29/91/3418-3516, dated 23.7.1991, the references have been received in this department seeking clarifications regarding the fixation of pay of employees in B-1 to 15 who have been allowed advance increments on qualification basis.

2. The case was examined and it has been decided to allow option to those officials who were already drawing advance increments of higher qualifications prior to 1.6.1991 for fixation of their pay in revised basic pay scale either of the following two methods :-

- (a) to get pay fixed in respect of the remaining increments only, as laid down in the para-5 of this department letter No. FD(R) II-29/91/3418-3516, dated 28.7.1991 as referred to above.
- (b) to exclude the number of advance increments already drawn from the actual pay as on 31.5.1991, fix pay in the relevant Revised Basic Pay Scale and, then add the number of advance increments as laid down in the table below para 5 (i) *ibid*.

3. Option will be exercised by such officials in three months from date of issue of this letter failing which fixation of pay already carried out by audit authorities will be considered final. Option once exercised will be final.

No.FD(R) III-42/92/2383-2480 Dated Quetta , the 29th July, 1992.

Subject: - **REVISION OF BASIC PAY SCALES AND FRINGE BENEFITS OF CIVIL EMPLOYEES OF THE BALOCHISTAN GOVERNMENT – REMOVAL OF ANOMALIES IN BPS-1 TO 16**

A number of anomalies have been noticed where a senior official in BPS-16, who was drawing more or equal pay than an official in BPS-15 prior to revision of Pay Scale, 1991 would draw less pay than his junior of fixation of pay w.e.f 1.6.1991, due to two different methods of fixation of pay i.e. (point to point fixation and Modified formula).

2. The Government of Balochistan has decided that wherever it is established that any official in BPS-16, who was either drawing more or equal pay than an official in BPS-15, and pay of official in BPS-15 has been fixed higher than that of official in BPs-16 on 1.6.1991 the anomaly may be removed by fixing the pay of official in BPsS-16 at the next higher stage in BPS-16 w.e.f. 1.6.1991.

3. Similar anomalies in Pay Scale-1 to 15 may also be removed in the light of pare-2 above.

4. In order to fix the pay correctly, the Pay fixation authority/Audit authorities shall have to ensure that the anomaly mentioned in paragraph-1 above has actually been established/proved by the claimant.

No. FD(R)II-29/93/2147-2276. Dated Quetta, the 25th August, 1993.

Subject: - **REVISION OF BASIC PAY SCALES AND FRINGE BENEFITS OF CIVIL EMPLOYEES OF THE BALOCHISTAN GOVERNMENT**
REMOVAL OF ANOMALIES IN BPS-1 TO 16.

The Balochistan Technical Draftsmen Association has reported that office of the Accountant General Balochistan is not implementing the orders issued by this Government vide No. FD(R) II-29/93/2147-2276 dated 25th August, 1993.

2. The orders referred to above are quite clear that wherever, it is established that any senior official (in higher Pay Scale) was either drawing more or equal pay than junior official (in lower Pay Scale), but pay of official in lower pay Scale has been fixed at the stage more than that of official in higher Pay Scale on 1.6.1991, the anomaly is to be removed by fixing the pay of official in higher Pay Scale at the next higher stage in his Pay Scale w.e.f. 1.6.1991.

To elaborate the position further the following examples are given: -

1. For example an employee in B-16 was drawing pay at Rs. 1875/- prior to 1.6.1991, his pay has been fixed at Rs. 2605/- whereas an official in B-15 who was drawing pay

at Rs. 1875/- prior to 1.6.1991 his pay has been fixed at Rs. 2668/- In this case the pay of official in B-16 will now be fixed at Rs. 2751/- (instead of 2605/-) w.e.f 1.6.1991

2. An employee in B-7 was drawing pay at Rs. 1275/- prior to 1.6.1991 who's pay has been fixed at Rs. 1275/- on 1.6.1991 whereas an employee in B-6 was drawing pay at Rs. 809/- but his pay w.e.f. 1.6.1991 has been fixed at Rs. 1281/- i.e more than Rs. 1275/-. So the pay of such employee in B-7 would be fixed at Rs. 1355/- (instead of Rs. 1275) on 1.6.1991.

No. FD(R) II-29/93. Dated Quetta, the 19th October, 1993.

Subject: - **REVISION OF BASIC PAY SCALE AND FRINGE BENEFITS OF CIVIL EMPLOYEES OF BALOCHISTAN GOVERNMENT REMOVAL OF ANOMALIES IN B-1 TO 16**

While observing the Pay Fixation Chart for fixation of pay in accordance with modified formulas for employees in BPS-1 to 15 certain anomalies came to notice. Thereupon, a meeting of the Anomaly Committee was held on 1.11.93. The schedule depicts that in some case when the pay of a senior official is compared with the pay in immediate lower pay scale, there is no anomaly but when the comparison of his pay in further lower pay scales is made an anomaly arises. FOR EXAMPLE, an employee in B-15 drawing pay at Rs. 1520/- on 31.5.91) pay fixed @ RS. 2144/- on 1.6.91) is not benefited if his pay is compared with an individual in B-10.

2. Attention is also invited to Finance Division's O.M. No. F.I(34)/IMP/92-2095 dated 26th November, 1992 addressed to Accountant General Pakistan Revenue, Islamabad, wherein the word "Junior" has been defined irrespective to Pay Scale or post/cadre.
3. Moreover, it has also been observed that if such anomaly is removed by allowing one step increment, the anomaly consequently proceeds to the higher grades. FOR

EXAMPLE, an employee in B-15 drawing pay at Rs. 1875/- on 31.5.91 (fixed @ Rs. 2668/- on 1.6.1991) has no anomaly, as the employee in B-14 drawing pay of Rs. 1868/- has been fixed at Rs. 2601/- but when the anomaly of employee in B-14 (drawing pay of Rs. 1868/- is removed then subsequently it created an anomaly for the employee who was drawing pay at Rs. 1875/- in BPs-15.

4. This anomaly is required to be removed.

No. FD(R)III-57/93 Dated Quetta, the 7th November, 1993.

Subject: - **SUBSTITUTION OF WORD “ PROMOTION” IN PLACE OF POSTING/TRANSFERS AMONGST SUPERINTENDENTS IN ORDER NO. SO. III-8(6) S&GAD DATED 26.11.1989.**

It is quite clear that if posting and not promotion is made against higher post, pay is fixed at higher stage only and promotion benefit is not allowed.

No. FD(R) III-55/94/314 Dated Quetta the 2nd March, 1994

Subject: - **REVISION OF BASIC PAY SCALES AND FRINGE BENEFITS OF CIVIL EMPLOYEES OF THE BALOCHISTAN GOVERNMENT- REMOVAL OF ANOMALIES IN B-1 TO 16**

It has come to the notice of the Finance Department that while interpreting eligibility for grant of next stage of pay and in cases where the pay of junior official at particular stage was higher than that of the senior official have ignored the criteria is of uniform length of service and allowed next stage to the senior employee by treating the case of anomaly.

2. It may be clarified that benefit of next stage for pay fixation in the context of this Department’s circular letter dated 25.8.93 referred to above would accrue only in case where the officials are similarly placed and have equal length of service.

No. FD(R) III-57/95-1758-1858. Dated Quetta, the 25th May1995.

Subject: - **FIXATION OF PAY.**

At the time of introduction of pay scale 2001 the individual working as acting ADO Road, C&W Department adopted the pay scale 1994 instead of pay scale 2001 by exercising his option as per provision in the pay scale 2001.

2. As the individual has already retained the pay scale 1994 and the pay scale 2005 is not applicable to him. So he is entitled to avail pay/ allowance and other benefits of the pay scale 1994 instead of pay scale 2005.

No.FD(R-1)III-71/2005/913 Dated Quetta 3rd July, 2006

SECTION-3

**PAY OF THE HIGHER
POST OR 10% OF THE PAY
(47 - 48)**

Subject: **PAY OF THE HIGHER POST- DRAW OF INCREMENT.**

The Finance Division, Government of Pakistan has clarified the position as under:-

“Government servants appointed to higher post with or without approval of competent authority in their own grades are entitled to draw pay at the minimum of the higher grade unless the substantive pay in a lower grade was more than the minimum of higher grade in which case he would be allowed to draw pay of his lower post plus other fringe benefits such as Senior post allowance, Entertainment allowance etc. attached with the post”
Such officers appointed to higher posts would, however, not be eligible to draw any increment in the higher-grade post.

No.FD(R)III-40/86. Dated 26th May 1986

Subject: **PAY OF THE HIGHER POST – DRAW OF INCREMENT.**

In partial modification thereof, it has been decided that the services rendered on acting charge basis shall count in the pay scale applicable to the post for the purpose of accrual of increment, subject to fulfillment of other conditions laid down in the rules.

No.FD(R)III-40/86.Dated 26th May1986

Subject: **GRANT OF BASIC PAY SCALE 21 & 22 TO TECHNICAL / PROFESSIONAL OFFICERS IN SPECIALLY MERITORIOUS CASES.**

There is a concept of “Pay of the post” irrespective of the method by which an individual is posted there against. It is on this account that a B-19 officer holding the post of Secretary in B-20 is allowed all fringe benefits attached to the post, because the rate of compensation is to commensurate with the duties/responsibilities attached to a post. If a post of Secretary is upgraded as Additional Chief Secretary then an individual promoted to B-21 and posted there against, may claim fringe benefits attached to the post, in the grade/post to which he has been so promoted. Similar will be the case for adjustment of an officer against B-22 post.

No.FD(R)III-43/88/430. Dated 19th June.1989

Subject: **PAY OF THE HIGHER POST.**

In pursuance of section 17 of the Balochistan Civil Servants Act 1974 and in supersession of instruction contained in this department's letter of even number dated the 26th May, 1986 and 14th April, 1987, it has been decided that :-

- 1) Civil Servants entrusted with higher appointments may be allowed pay with increments, allowances and perquisite of the higher post if fully eligible for promotion to that post.
- 2) Others entrusted with higher responsibilities may be allowed to draw 10% of the pay of their own scales on acting charge basis as an additional remuneration.
- 3) It is stated that the pay of the post or additional remuneration as admissible under above said policy shall be allowed to the civil servants only with the prior concurrence of the Finance Department.

No.FD(R)III-40/80/845-70. Dated 6th February 1991

Subject: **PAY OF THE HIGHER POST.**

Refer to this department letter No.FD(R)III-40/90/845-70 dated 6th Feb: 1991, on the subject noted above, the contents of the letter under reference are being interpreted differently. The position is further clarified as under:-

1. Those who are posted against a higher post in accordance with their seniority (but have not formally been promoted for one reason or the other) are entitled to the pay of the higher post and normal annual increment of that pay scale as well.

2. If posting of an official/officer against a higher post is not made in accordance with seniority or he has not completed other formalities (i.e length of service etc.) required for promotion, then the official/officer is entitled to get 10% of pay of his original pay scale so long as he remains posted against that post.

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3. If an official / officer is promoted (either temporarily/regularly or on ad-hoc basis) his pay is to be fixed as on promotion i.e an additional increment of higher pay scale in the existing pay plus next stage.

No.FD(R)III-55/92/1651-1751.Dated 9-6-1992

Subject: **GRANT OF REMUNERATION EQUAL TO 10% OF OWN SCALE OF PAY ON ACTING CHARGE BASIS.**

If an individual is already drawing pay in B-18, he has no case of pay of the post for posting against B-18 post.

No.FD(R)III-55/94/1163. Dated 28-6-1994

Subject: **GRANT OF PAY OF THE HIGHER POST.**

The Government Servant is required to submit his claim urgently when it becomes due. Moreover, under the Provision of General Financial Rules (G.F.R)126 all claims which are three years old and no explanation for delayed submission has been given are to be rejected.

No.FD(R)III-55/94/1184.Dated 30-6-1994

Subject: **PAY OF THE HIGHER POST.**

The Finance Department has no objection to allow pay of the higher post to an individual on his posting as Deputy Director (B-18) provided he fulfills the condition of length of service prescribed for the pay scale of B-18.

No.FD(R)III-55/94/1208.Dated 6-7-1994

Subject: **PAY OF THE HIGHER POST.**

The Administrative department can issue orders assigning the responsibility / charge of higher post to an individual, but for allowing pay of higher post or 10% of pay to an individual, Finance Department's prior concurrence is to be obtained as per Finance Department's circular letter No.FD(R)III-40/90/845-70 dated 6th February, 1991.

No.FD(R)III-55/94/1703.Dated 17-8-1994

Subject: **PAY OF THE HIGHER POST.**

The individual is already in B-20 since December, 1989 by move-over. So there is no question of pay of B-20 on his promotion as Professor. However, from the date he has been allowed B-20 by promotion he may be allowed Senior Post Allowance and Entertainment Allowance admissible to other B-20 Officers.

No.FD(R)III-55/94/1713. Dated 22-8-1994

Subject: **POSTING AS DEPUTY SECRETARY (B-18).**

Since the incumbent was already drawing Pay Scale of higher post i.e. B-18 (by move-over) there is no question of allowing 10% of pay.

No.FD(R)III-55/94/1926. Dated 12-9-1994

Subject: **PAY OF THE HIGHER POST.**

As per instructions issued by the Finance Department pay of the higher post is allowed to those:-

- a. who are posted against higher post in accordance with their seniority.
- b. Who have completed other formalities i.e. length of service etc.

2. Those who are posted against higher post but do not fulfill the above conditions are allowed 10% of the pay of original pay scale. As reported by the Administrative Department, since the individual is neither senior most nor has completed the length of service required for the grant of B-19, he is therefore, entitled for 10% of pay of his own pay in his original pay scale.

No.FD(R)III-55/94/3091. Dated 12-10-1994

Subject: **PAY OF THE HIGHER POST.**

As per policy an incumbent when posted against a post in higher pay scale on the basis of seniority is entitled to pay/ pay scale of the higher post. However an incumbent is

already drawing pay in BPS-16 in selection grade and the post held by him is also in BPS-16 he is not entitled to 10% of pay.

No.FD(R)III-55/94/4028. Dated 20-10-1994

Subject: **PAY OF THE HIGHER POST.**

Finance Department has not objection to allow pay of the post (B-20) to the individual on his appointment / posting as Chief Engineer, provided he has rendered 17 years service in B-17.

No.FD(R)III-55/94/4592. Dated 13-12-1994

Subject: **PAY OF THE HIGHER POST.**

That with a view to avoid the delay in disposal of cases regarding pay of higher post it has been decided that in such cases pay of the higher posts or 10% of pay (as the case may be) may be allowed by the department concerned without seeking the approval/concurrence of the Finance Department. However, Administrative Department would ensure that pay of the post 10% of pay allowed to the entitled / eligible persons who fulfill the condition laid down in the above referred policy circular letter.

No.FD(R)III-55/95/863-913.Dated 28-2-1995

Subject: **GRANT OF PAY OF THE HIGHER POST.**

Finance Department agrees to allow pay of the post (B-20) to the individual on his appointment as Chief Planning Engineer, provided he has rendered 17 years class-I (BPS-17) service as required for the draw of pay in B-20, otherwise he may be allowed 10% of his own pay in B-19.

No.FD(R-IV)2-2/95/30.Dated 14-3-1995

Subject: **PAY OF THE HIGHER POST.**

Reference this department's circular letter No.FD(R)III-55/95/863-913 dated 28th February, 1995 references are being received in Finance Department for grant of 10% of

pay in cases where an employee who is already drawing hither pay scale by move over or selection grade is posted there against. It is clarified that since the concerned employee is already getting the benefit of the higher pay scale, therefore, 10% of pay is not admissible in such cases.

No.FD(R)III-55/95/3738-3796. Dated 10-12-1995.

Subject: **PAY OF THE HIGHER POST.**

Finance Department has issued a circular letter on 6-2-1991 wherein pay of the higher post or 10% of pay (as the case may be) was issued. Prior concurrence of the Finance Department was mandatory for allowing this benefit. However, Finance Department on 28-2-1995 authorized all the Administrative Departments to dispose of all such cases at their own without seeking the approval of the Finance Department. Administrative Departments may therefore, examine all the cases in the light of the instructions issued by the Finance Department from time to time.

No.FD(R-D)III-55/98/206-7. Dated 16-2-1999

Subject: **GRANT OF PAY OF THE POST.**

It is pointed out that any claim on account of pay and allowances (other than T.A) is time barred after six years and needs not to be considered at all. The Administrative Departments may also examine this aspect of the case.

No.FD(R-D)III-55/99/1408. Dated 9-8-1999

Subject: **PAY OF POST.**

Quetta Development Authority is an autonomous body and functioning under an Act as well as its separate rules & regulation, therefore, this department is not in a position to tender advice on this case. The QDA authority may dispose off the case at its own level.

No.FD(R-D)III-55/2004/1167. Dated 25-6-2004.

Subject: **PAY OF THE HIGHER POST.**

Reference this department circular No.FD(R)III-55/92/1351-1751 dated 9-6-1992 and to state that it has been observed that the terms & conditions laid down in the

circular are not being adhered to by various departments as well as they are making unnecessary posting/transfer of their employees, particularly gazetted officers, from lower grade B-17 to higher in the presence of Senior Officers B-18 and 19, whose services were placed as OSD and are drawing salaries without performing official duties. This department has further observed that various departments also allow 10% of pay to the Junior Officers in the light of Finance Department policy mentioned above.

2. This practice is not only contrary to the terms & conditions of above mentioned circular but also against the financial rules, therefore, all the departments may discourage the said practice and ensure to follow the terms & conditions of the aforesaid circular in its true spirit and dispose off the cases of employees for the subject benefit in accordance with the rules / regulations strictly.

No.FD(R)III-55/2005/1306-1406.Dated 25-6-2005

Subject: **GRANT OF PAY OF THE POST B-20.**

Attention is invited to this department circular No.FD(R)III-55/95/863-913 dated 28-2-1995 and to state that the individual is B-19 officer holding charge of a higher post is neither in promotion zone nor eligible for promotion. He is therefore, not eligible for pay of the higher post in accordance with the policy framed by the Finance Department vide circulars No.FD(R)III-40/90/845-70 dated 6-2-1991 and further modified vide No.FD(R)III-55/92/1651-1751 dated 9-6-1992.

No.FD(R)III-55/2005/186.Dated 8-3-2006

Subject:- **APPLICATION FOR SALARY.**

Under the rules a person holding lower post cannot be allowed to draw pay of higher post without being posted or without assumption of charge of higher post. Therefore, the pay of higher post becomes admissible to an individual from the date on charge assumption and not from date of notification of promotion.

No.FD(R)III-55/2006/263. Dated 24-3-2006

Subject: **PAY OF THE HIGHER POST.**

Reference to this department circular No.FD(R)III-35/92/1651-1751 dated 9-6-1992. The following amendment has been made in the aforesaid circular:-

“Under FR-49 no additional remuneration is admissible if the charge of a lower post is assigned to an officer holding higher post. However, if the charge of same status of one or more than one post, which are not identical, is assigned to an officer, the total additional remuneration should not exceed an amount equal to 10% of his pay subject to a maximum of Rs.3000/- per month in the original post to an officer.

2. This will take effect from 1st July, 2005.

No.FD(R)III-55/2006/509-609. Dated 12-5-2006

Subject: **PAYMENT OF SALARY.**

As per rules the Government servant is entitled for the pay and allowances of the higher post from the date of assumption of the charge of the said post instead of the date of appointment order.

No.FD(R)III-55/2005/1534. Dated 8-8-2006

SECTION-4

PAY PROTECTION

(57 - 58)

Subject:- **APPOINTMENT OF STENOGRAPHER IN BALOCHISTAN CIVIL SECRETARIAT.**

Pay is not protected if appointment / selection is made against post carrying lower pay scale.

No.FD(R)III-35/84/2249 Dated Quetta, the 22nd July, 1984

Subject:- **PAY PROTECTION.**

In case where an employee of a Department is selected/appointed in another Department or in the same Department against quota for direct recruit and he is in receipt of pay higher than the initial of the pay scale against which he has been appointed in new Pay Scale. Under the rules pay is protected provided the incumbent was a confirmed one and was drawing substantive pay. Cases are received for protection of Pay in the Finance Department in relaxation of provision of relevant rules.

2. It is, therefore brought to the notice of all concerned that in future whenever such a case is referred to Finance Department, Administrative Department may forward Service Books (in case of employees from B-1 to 15) and service statement issued by the Audit Office i.e Accountant General/Accountant General Pakistan Revenue (in case of employees in B-16 & above).

No.FD(R)III-11/92(Vol:IV)/465-80. Dated Quetta, the 15th February, 1992.

Subject:- **PAY PROTECTION.**

The Government servants, the employees of University and that of Pakistan Television Corporation are treated differently. However, the cases of those employees who join this Government from Balochistan University (where the service is pension able and same pay scales as in Government are applicable) are considered for the protection of pay on their merits.

2. Finance Department, therefore, agrees to the fixation of pay of the incumbent @ Rs. 840/-p.m. on his appointment as Assistant in the Balochistan Civil Secretariat on 30.9.1985 (without arrears).

No.FD(R)III-11/95/1864. Dated Quetta, the 10th August, 1993.

Subject:- PROTECTION OF PAY.

It is stated that according to the judgment of the Supreme Court employees of the Afghan Refugees Organization are Government servants and they are entitled to pensionary benefits if their cases are covered by the Regulation No. 371-A of the Civil Services Regulation.

No.FD(R)III-11/95/24-25 Dated Quetta, the 3rd January, 1995

Subject:- PAY PROTECTION.

The period of Extra Ordinary Leave (E.O.L) is not counted for the purpose of annual increment. However, in the instant case the individual was on Extra Ordinary Leave for the period from 12.11.1990 to 10.3.1991. For the grant of annual increment there is a condition of six months service at the stage in particular scale. The individual has rendered service of more than 11 months in the grade during 1990. He is therefore, entitled to the annual increment of 1990, but financial benefit will be allowed from the date he joined the service i.e. 11.3.1991.

No.FD(R)III-11/95/1033 Dated Quetta, the 21st March, 1995

Subject:- PROTECTION OF PAY-GRANT OF FOUR ADVANCE INCREMENTS TO THE DOCTORS FOR POST-GRADUATE DEGREE.

The cases for protection of pay of those Doctors who are selected through Public Service Commission against B-18 posts on the basis of higher qualification (Post-graduate degree) for which these Doctors (Medical Officer) are allowed four advance increments are referred by the Health Department. Administrative Department is therefore, advised to please examine this aspect of the case that pay in B-17 which is proposed to be protected may not include the amount of advance increments. This will avoid the double benefit i.e. advance increments as well as higher pay scale for one and the same qualification to the Doctors.

No.FD(R)III-13/95/2669 Dated Quetta, the 18th October, 1995

Subject:- APPOINTMENT OF THE SURPLUS STAFF OF KOHLU, DERA BUGTI PROJECT AREAS AND ZIARAT VALLEY DEVELOPMENT AUTHORITY (ZVDA).

Finance Department agrees to the protection of pay/pay scale of the surplus staff on their absorption in P&D Department. This is subject to condition that these employees have been absorbed against the posts in the same pay scale.

No.FD(R)III-11/95/3437 Dated Quetta, the 2nd November, 1995

Subject:- PROTECTION OF PAY.

One who resigns, his pay cannot be protected.

No.FD(R)III-11/96/1064 Dated Quetta, the 25th July, 1996

Subject:- PAY PROTECTION.

As per standing instructions if an employee is appointed, from a higher post, against a lower post at his own request, the pay of such individual cannot be protected. Since Field Assistant (BPS-6) has been appointed against a lower post i.e. Junior Clerk (BPS-5) his case cannot be considered for protection of his pay.

No.FD(R)III-11/96/1349 Dated Quetta, the 28th August, 1996

Subject:- DEFERMENT OF PAY SCALE-PROTECTION OF PAY.

The cases are received very frequently in the Finance Department for relaxation of rules either for the protection of their pay or to allow them to retain their old/previous pay scale on the eve of their promotion/appointment to higher pay scale. It has been observed that departments refer the cases to the Finance Department after a lapse of many years. Under the rules, it has specifically been mentioned that option once exercised is final. However, Finance Department, as a very special case and in relaxation of rules, agrees to allow them to re-opt for the pay scale. It has now been decided that cases for the relaxation of rules would not be entertained by the Finance Department if the same are not received in the Finance Department within a period of six months, from the date of option.

No.FD(R)III-11/97/1239-40 Dated Quetta, the 8th December, 1996

Subject:- **DELEGATION OF POWERS TO THE ADMINISTRATIVE DEPARTMENTS REGARDING FIXATION OF THE INITIAL PAY OF AN OFFICIATING GOVERNMENT SERVANT WHO IS APPOINTED TO OFFICIATE IN ANOTHER POST ON A TIME SCALE OF PAY.**

It has not been decided to delegate the following powers to the Administrative

Departments:-

NATURE OF POWER	POWER DELEGATE TO THE ADMINISTRATIVE DEPARTMENTS.	REMARKS.
Fixation of initial pay of an officiating Govt: servant who is appointed to officiate in another post. A	<p>Power to fix the initial pay at the stage at which it would have fixed under the rules if the officiating pay in respect of the old post were his substantive pay, provided that:</p> <p>a) the Government servant concerned has held that post for a period of three years continuously (including period of leave) or would have held it for that period had he not been appointed to the other post; and</p> <p>b) the appointing authority certified that the Govt: servant was not officiating in a leave or short term vacancy (sanctioned for less than one year) and was not likely to revert to a lower post at least for the period during which he holds the new post.</p>	<p>This will not apply in the case of:-</p> <p>i) appointment post in which the length of service form is applicable and</p> <p>ii) appointment posts where initial pay fixed by allowing monetary be over the pay previously drawn.</p> <p>iii) appointment from higher to lower post.</p>

No.FD(R)III-11/97/1982-2072 Dated Quetta, the 29th April, 1997

Subject:- **PROTECTION OF PAY.**

Those who are confirmed Government servants draw the substantive pay. The pay of such Government servants is protected under F.R-22. However, Finance Department vide No.FD(R)III-11/97/1982-2072, dated 29th April, 1997 has also delegated the powers to the Administrative Departments for protection of officiating pay in such cases.

No.FD(R)III-11/97/2279 Dated Quetta, the 20th May, 1997

Subject:- **PAY PROTECTION.**

The individual was working as Lecturer in the Cadet College Mastung and was drawing pay @ 5330/-p.m. As per circular letter of the Finance Department vide No. FD(R)III-11/1982-2072, dated 29th April, 1997, Finance Department has delegated the powers to the Administrative Departments to protect the officiating pay in such case. Necessary orders in the case of the individual may therefore be issued by the Administrative Department.

No.FD(R)III-11/96/2252 Dated Quetta, the 23rd June, 1997

Finance Department has delegated the powers of protecting/fixing the pay in such cases to Administrative Department vide circular letter No.FD(R)III-11/97/1982-2072, dated 29th April, 1997. So far as the protection from back date is concerned, Administrative Department may examine as to why it has been delayed too much. If justified then protection may be allowed without arrears.

U.O.No.FD(R)III-11/97 Dated Quetta, the 3rd November, 1997

Subject:- **PAY PROTECTION.**

Since both the officers have provided the certificate that the posts again which they had been working were permanent posts and were not liable to be abolished, Finance Department agrees to the protection/fixation of pay on their appointment as Section Officers, without arrear, prior to 25.9.1997.

No.FD(R)III-11/97 Dated Quetta, the 28th November, 1997

Subject:- **PAY PROTECTION OF EMPLOYEES OF AUTONOMOUS BODIES.**

Pay draw in Autonomous/Local Body is not protected as routine (as in done in other cases where an employee comes from one department to another department) but in case of hardship a person can be compensated by granting suitable increment(s) on the basis of experience, which is done on case to case basis on its merit. This issue was also discussed in an Inter Provincial Finance Secretaries Committee's meeting and this practice is in vogue in all the Provincial Governments.

No.FD(R)III-11/97/1239-40 Dated Quetta, the 22nd August, 1998

Subject:- **APPLICATION FOR PAY PROTECTION.**

The pay drawn by an employee in the autonomous body is normally not protected. However, Administrative Department may examine the issue thoroughly and may submit the case to the Finance Department with full justification (if necessary).

No.FD(R)III-11/98/1887 Dated Quetta, the 17th December, 1998

Subject:- **PAY PROTECTION.**

As per instructions issued on the subject, pay is not protected if an individual applies for the post in lower pay scale. However, Administrative Department may intimate the circumstances under which the incumbent applied for the post of Junior Clerk, when he was already working as Field Assistant. Necessary documents to this effect may also be provided.

No.FD(R)III-11/98/22. Dated Quetta, the 9th January, 1999

Subject:- **PAY PROTECTION-SEEKING CLARIFICATION.**

The Administrative Departments, vide this department's circular letter No.FD(R)III-11/97/1982-2072, dated 29th April, 1997, have been empowered to fix/protect the pay of employees in such cases. However, it is pointed out that two benefits i.e advance increments and appointment against the higher post for and the same qualification cannot be allowed concurrently.

No.FD(R)III-42/Dr/723 Dated Quetta, the 9th June, 1999

Subject:- **REQUEST FOR PROTECTION OF PAY.**

The incumbent remained on contract basis for one year in Afghan Refugees Organization which was extendable for another one year. Under the rules, contract period cannot be counted towards pensionery benefit. Therefore, Finance Department regrets its inability to agree to the proposal of the Administrative Department.

No.FD(R-I)III-11/2002/1932 Dated Quetta, the 17th October, 2002

Subject:- PAY PROTECTION OF PROJECT EMPLOYEES.

The individual was appointed in B-17 as Agriculture Officer on purely temporary basis against the project post on 21.8.1991 and his service rendered against the said post cannot be counted with the Government service, therefore, he is not entitled to the pay protection on his appointment on regular bass w.e.f. 9.7.1992.

No.FD(R-I) /815 Dated Quetta, the 31st May, 2003

Subject:- PAY PROTECTION.

In case service rendered by the incumbent in B-I against the regular post of Chowkidar is less than three years, then he is entitled to pay protection but if he served the same period against a leave or short term vacancy then as per column-2(b) of the policy circulated vide No.FD(R)III-II/97/1982-2072, dated 29.4.1997 he is not eligible for the same benefit.

No.FD(R-D)III-11/Vol-XII/2003/1574,Dated Quetta, the 4th August, 2003

Subject:- PAY PROTECTION.

The Project Employees is not to be entitled for pay protection on his appointment against the regular post.

No.FD(R-D)III-11/04/892 Dated Quetta, the 5th April, 2004

Subject:- EX-POST FACTO PAY PROTECTION ORDER.

The individual was appointed from the post of Naib Qasid (B-I) against the vacancy of Driver (B-4) on 19.11.1997 by Planning & Development Department in the Balochistan Natural Resources Management project at that time. The Accountant General Balochistan observed to produce pay protection order from the post of Naib Qasid to the post of Driver. It is to add here that the Finance Department is not concerned to protect the pay of the project employee and this department considers the cases of pay protection of the Government organizations employees. In this behalf, the powers of pay protection has

already been delegated to the Administrative Departments vide circular No.FD(R)III-11/97/1982-2072, dated 29.4.1997. Therefore, the P&D Department may resolve the observation of the Accountant General Balochistan at its own level.

No.FD(R-DIII-11/2004/710 Dated Quetta, the 20th August, 2004.

Subject:- **FIXATION/PROTECTION OF PAY.**

Attention is invited to the conditions for pay protection as laid down in this department circular No, FD(R)III-11/97/1982-2072, dated 29.4.1997. The official concerned has been appointed on contract basis against the project post as I.T. Teacher (B-15), therefore, he is not entitled for pay protection under the conditions of the policy mentioned above.

No.FD(R-DIII-11/2005/1658 Dated Quetta, the 10th September, 2005

Subject:- **REQUEST FOR PROTECTION OF PAY.**

Attention is invited to the conditions for pay protection as laid down in this department circular No.FD(R)III-11/97/1982-2072, dated 29.4.1997. The official rendered his past services in different projects, therefore, his request for the subject purpose does not come under the ambit of policy of pay protection and he is not entitled for the same.

No.FD(R-DIII-11/2005/2052 Dated Quetta, the 19th October, 2005

Subject:- **PAY PROTECTION RELAXATION OF FR-22.**

While delegating powers no such condition was imposed on the departments not to decide the case for pay protection before 1997. When the powers are delegated without prescribing conditions, these powers are exercised without limit of time. Therefore, this department reiterates that the Administrative Department may dispose off the case in accordance with the powers already delegated.

No.FD(R-DIII-11/2006/267 Dated Quetta, the 27th March, 2006

Subject:- **PAY PROTECTION.**

The policy of Finance Department circulated on 29.4.1997 is very clear and contains that pay protection policy will not apply in case of appointment from higher to lower post. The instant case requires relaxation of rules for which justification for appointment of the officer from higher to lower scale is required, which may be conveyed at the earliest for appropriate disposal of the case.

No.FD(R-DIII-11/2006/817. Dated Quetta, the 9th June, 2006

Subject:- **RELAXATION OF RULES FOR PAY PROTECTION.**

The justification put forth by the Administrative Department for appointment/joining of individual from higher scale to a lower scale post does not appear to be rational as service of a Cadet College is of permanent nature, pension-able service as such the officer is not entitled for pay protection in relaxation of rules.

No.FD(R-DIII-11/2006/1518 Dated Quetta, the 2nd August, 2006

Subject:- **PAY PROTECTION.**

The Lecturers of Cadet Colleges who joined Education Department in the same scale through proper channel, are entitled for pay protection.

No.FD(R-DIII-11/2006/1519, Dated Quetta, the 2nd August, 2006

Subject:- **PAY PROTECTION.**

If both Lady Health Visitors were on study leave during the said period and had drawn their salaries as admissible under rules then they were entitled for annual increment. In case they were nominated for the course without pay then they are not entitled for the said benefit.

No.FD(R-DIII-11/2006/1551 Dated Quetta, the 17th August, 2006

Subject:- **PAY PROTECTION.**

Under the policy pay of employees of autonomous bodies cannot be protected. However, in case of hardship a former employee of an autonomous body upon his appointment in Government service can be compensated by granting suitable increment on the basis of experience, which is done on case to case basis on its merit.

It is therefore, advised to examine the case on the above lines and if the Administrative Department considers it as a hardship case then recommendation for granting him suitable increment(s) to compensate him for the losses of increments may be sent to Finance Department for consideration.

No.FD(R-I)III-11/2006/1782 Dated Quetta, the 16th September, 2006

SECTION-5

**PAY REVISION RULES, BALOCHISTAN (BASIC
PAY SCALES) CIVIL SERVICES RULES AND
PAY SCALES**

(69 - 70)

Subject :- **REVISION OF SCALES OF PAY.**

The Wazir-i-Azam, Balochistan States Union is pleased to approve revised scales of pay for Government Servants in the Balochistan States Union, with effect from 1st April, 1953.

2. The Wazir-i-Azam has also approved that English and vernacular office Superintendents shall be placed in the scale of Rs.250-20-350/20-450 and those working in the Secretariat shall be Gazetted Government Servants and those working in the attached and sub-ordinate departments shall be Non-Gazetted.

3. The Wazir-i-Azam, has also approved that :-

- (i) A senior Assistant when appointed as a Head Clerk shall be given a special pay of Rs.30/-p.m.
- (ii) The Head Treasurer, who is a Senior Assistant shall be given a special pay of Rs.30/-p.m. (instead of Rs.29/-p.m.) with effect from 1-4-1953.
- (iii) There shall be no separate cadre for Stenographers there shall be Senior Assistant Stenographers in the scale of Rs.120-8-25/2-225 plus special pay of Rs.30/-p.m. and Junior Stenographers in the scale of Rs.70-5-100/5-120 plus special pay of Rs.20/-p.m.
- (iv) Public Work Accounts and Senior Accountants in the Audit and Accounts Department & Divisional Accountants shall be in the scale of Rs.125-10-225/10-275/25/22-350.

Abstract from Schedule of prescribed scales of Pay and Re-organization of services in the Balochistan State Union issued under the Wazir-i-Azam, Balochistan State Union.

No.FD.1/11-74.Dated the 8th January, 1954

III-Medical Department.

S.No.	Name of post.	Existing scales.	Prescribed scales.
21.	S.A.S.		150-5-185-15-300.
21A.	Senior Compounders.	65-4-85.	60-2-80 plus 15/- p.m. as special pay for holding independent charge of a dispensary.

22.	Senior Midwife.	60-5-120.	70-5-130.
23.	Junior Midwife.	40-2-60	60-2-80.
24.	Nurses.	-	40-2-70.
25.	Vaccinators.	35-1/2-60.	50-2-70.

Abstract of Schedule of revision of pay scale enforced in Balochistan State Union with effect from 1st April, 1953, issued under the authority Wazir-i-Azam, Balochistan State Union.

No.E.D.1/1-1560.Dated the 14th September, 1953.

Subject :- **RE-DESIGNATION OF THE POSTS OF ASSISTANT SURGEONS GRADE-I AND II.**

Since the change regarding the designation of Medical Officers from Assistant Surgeon and Sub-Assistant Surgeon to that of Assistant Surgeons Grade I and II respectively has been agreed upon by the Government and is being applied throughout Pakistan there is no reason why it should not be applied to Balochistan as well.

2. The Government of Pakistan, therefore, regrets that the proposal of the Local Administration cannot be accepted.

No.38/55/Fin.6107 Dated the 3rd December, 1953.

NOTIFICATION.

In pursuance of the Presidential Proclamation of the seventh day of October, 1958 and in exercise of the powers enabling him in that behalf, the Government of West Pakistan is pleased to make and promulgate the following rules, namely :-

THE WEST PAKISTAN (NON-GAZETTED) CIVIL SERVICES PAY REVISION RULES, 1959.

1. These rules may be called the West Pakistan (Non-Gazetted) Civil Services Pay Revision Rules, 1959.

2. These Rules shall have effect from the 14th October, 1955.

3. **DEFINITION-** In these rules, unless there is any thing repugnant in the Subject or context :-

(a) "Pay" means the amount drawn monthly by a Government Servant otherwise than as special pay, overseas pay, technical pay, and personal pay or as an allowance.

(b) "Present Pay" means the pay admissible to a Government Servant on the 13th October, 1955.

(c) "Pay Scale" includes a fixed rate of pay.

(d) "Prescribed Scales" means the scale of pay as prescribed in column 2 of the Schedule appended to these Rules.

(e) "Old Scale" means the scale of pay applicable to a Government in the substantive, officiating or temporary capacity, as the case may be, which had been prescribed before the pay of the post was last revised in the area in which the Government Servant was serving on the 13th October, 1955.

(f) "Existing Scale" means the scale of pay applicable to a Government Servant in a substantive, officiating or temporary capacity, as the case may be which was prescribed at the time the pay of the post last revised in the area in which the Government Servant was serving on the 13th October, 1955.

4. Applicability of prescribed scales- The prescribed scale shall apply to all Government servants holding posts included in the schedule with effect from the 14th October, 1955, or later date of appointment except to which they have the right to opt for existing scales and actually do so or are assumed to have done so.

5. Right of Option- Every Government Servant, who was in service of an integrating Unit in the 13th October, 1955, shall have the right to opt for the existing scale or the prescribed scale. As would appear from rule 6, the option for the existing scales may under certain circumstances until entail the retention of old scales.

6. (a) If a Government Servant, who opts for existing scales held a permanent post substantively on the 13th October, 1955, he will be entitled to have :-

(i) The scale of the post held by him substantively, and
(ii) Any old scales to which he would have been entitled in accordance with the Rules applicable to him on the 13th October, 1955.

(b) In respect of non-gazetted posts for which such a Government Servant is not entitled to any old scales, he will be allowed the prescribed scales.

(c) In respect of new Non-Gazetted posts for which there are no existing scales shall be allowed the prescribed scales.

7. If a Government Servant, who opts for the existing scales, did not hold any permanent post substantively on the 13th October, 1955, he will be entitled to retain only the existing scales, in which he was drawing pay on the 13th October, 1955. He shall not be entitled to old scales or existing scales of any other posts.

8. Manner of Existing Option- The option shall be exercised in writing and shall be communicated to the Heads of office under whom the Government Servant is serving within a period four months from the date of issue of these rules. It will then be paste in his service book for record. If any Government Servant entitled to opt, fails to opt within the prescribed period it will be assumed that he has opted for the existing scales within the prescribed period it will be assumed that he has opted for the existing scales within the meaning of Rule 6. The option once exercised shall be final.

9. Fixation of pay in prescribed scales- The pay of all Government Servants, neither opt for existing scales nor are assumed to have opted for existing scales, shall be fixed in the prescribed scales with effect from the 14th October, 1955.

10. The pay will be fixed both in the scales of their substantive posts and the scales of posts held by them in temporary or officiating capacity.

11. In case the minimum of the prescribed scale of a post is higher than the minimum of the scale applicable to a Government Servant on the 13th October, 1955, his pay shall be fixed at the stage in the prescribed scale which is next above his present pay.

12. In case the minimum of the prescribed scales is less than or equal to the minimum of the scale applicable to the Government Servant on the 13th October, 1955, his pay in the prescribed scale shall be fixed at a stage equal to his present pay or if there be no such stage, at the next lower stage and in addition he may be allowed to personal pay equal to the difference between his present pay and that stage to be absorbed in the next increment or on promotion.

13. In case the present pay of a Government Servant is less than the minimum of the prescribed scale, his pay shall be fixed to the minimum of the prescribed scale.

14. In cases covered by rules 11,12 and 13 above, the next increment in the prescribed scale shall fall due, on the date on which it would have accrued to the Government Servant in the scale applicable to him on the 13th October, 1955 or, after the incremental period of the prescribed scale, whichever, is earlier provided that in case the present pay of a Government Servant is less than the minimum of the prescribed scale and differs from it by an amount more than the lowest increment in the prescribed scale the next increment will fall due at the end of one incremental period.

15. In cases, the present pay is more than the minimum of the prescribed scale, the Government servant may be allowed the maximum of the scale together with personal pay equal to the difference between the present pay and the maximum of the scale, to be absorbed on promotion.

16. If as a result of re-fixation of pay in the prescribed scale there is any reduction in the present pay of a Government Servant, the difference shall be made up by the grant of personal pay to be absorbed in future increments and/or on promotion.

17. In cases where the operation of these Rules involved under hardship to a Government Servant, Government Servant may for reason to be recorded in writing, relax any of these rules in his favour.

18. Government may from time to time add to or modify the Schedule to the Rules.

19. The orders contained in Finance Department Letter No.406-PR-56, dated the 27th December, 1956, regarding pay of Secretariat Staff of the Integrating Units than former Punjab, transferred to West Pakistan Secretariat, are hereby withdrawn.

No.F.D.I(P.R)-18-16/59(772), Dated Lahore the 30th May, 1959.(Government of West Pakistan Finance Department).

NOTIFICATION

The Governor of West Pakistan is pleased to direct that the following shall be added to the Schedule Annexed to the West Pakistan (Non-Gazetted) Civil Services Pay Revision Rules, 1959, published with the Government of West Pakistan, Finance Department Notification No.FDI(PR)-18-16/59(772) dated the 30th May, 1959 :-

Name & Designation of posts.	Prescribed Scales.
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HEALTH DEPARTMENT.

Assistant Medical Officer.	(Rs.250-15-400/ for M.B, B.S. (Rs.150-10-220/10-300 for Licentiate.
wherever	Non-practicing Allowance of Rs.75/- p.m. Private practice is not allowed to Doctors.
Drug Inspector.	Rs.250-15-400.
Assistant Inspectress Health Services.	Rs.160-10-300.
Government Food Inspector.	Rs.120-10-220 for graduate. Rs.80-5-120 for Intermediate.
Sanitary Inspector.	Rs.75-6-105/7-175.
Compounder / Dispensers.	Rs.60-4-100/5-120.

No.FD.18/33-PR/57, Dated Quetta, the 6th March, 1961.(Government of West Pakistan Finance Department).

NOTIFICATION.

In exercise of the powers conferred on him by clause (2) of Article 178 of the Constitution of the Republic of Pakistan, the Governor of West Pakistan is pleased to make the following rules, namely :-

THE WEST PAKISTAN (NON-GAZETTED) CIVIL SERVICES (PAY REVISION) RULES, 1963.

- 1 Short title and application- (1) These rules may be called the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963.
(2) They shall effect from the 1st December, 1962.
(3) These rules shall apply to all Non-Gazetted Government Servants (other than Railway servants) who are under the rule making control of the Governor of West Pakistan.
2. Definitions- In these rules, unless there is anything repugnant in the subject or context-
 - (a) "Consolidated Scale" means the scale of pay as prescribed in the schedule;
 - (b) "Finance Department" means the Finance Department of the Government of West Pakistan.
 - (c) "Government" means the Government of West Pakistan.
 - (d) "Pay" means the amount drawn monthly by a Government servant otherwise than as special pay, technical pay, personal pay or as an allowance;
 - (e) "Pay Scale" includes a fixed rate of pay;
 - (f) "Present Pay" means the pay admissible to Government Servant on the 30th November, 1962;
 - (g) "Present emoluments" means the total of present pay, dearness allowance admissible thereon and the compensatory allowance sanctioned under the Finance Department's letter No.I(PR)-1-10/60(1180), dated the 17th August, 1960 where admissible.
Provided that in case of a post in respect of which it is mentioned in the schedule that the consolidated scales included special pay previously prescribed therefore, the term "present emoluments" shall mean the total of present pay, special pay dearness admissible on the total of present pay and special pay and the compensatory allowance sanctioned under the Finance Department circular letter No.I(PR)-1-10/60(1180) dated 17-8-1960, where admissible.
 - (h) "Present Scale" means the scale to which a Government servant was entitled on the 30th day of November, 1962 in accordance with the rule applicable to him on that day;
 - (i) "Schedule" means the schedule appended to these rules.
3. Applicability of consolidated scales- subject to the provision of rule 4, consolidated scales shall apply to all non-gazetted (other than Railway servants), holding posts included in the schedule.
4. Right of option- (1) Every Government Servant who was in service of Government on the 30th November, 1962, shall have the right to opt for the consolidated scales or the present pay scales.

- (2) The option shall be exercised in writing in the form appended to these rules and shall be communicated to the Heads of office under whom the Government servant is serving within a period of four months from the date of issue of these rules and in the case of a post included in the schedule after the date of issue of these rules, within a period of four months of such inclusion.
- (3) An option in favour of retaining the present scale shall be recorded in the Service Book under the signature of the Government Servant concerned and attested in the usual manner.
- (4) In the case of a Government servant is on deputation or foreign service, the option shall be communicated to and recorded by the Head of his parent office.
- (5) In the case of a Government servant who, at the time of issue of these rules, is out of Pakistan or is on leave and has, for some reason, not been able to exercise the option, the option shall be exercised in writing and communicated to the Head of Office within four months of the date of his taking over charge of his post in Pakistan.
- (6) If any Government servant entitled to opt fails to opt within the period prescribed under sub-rule(2) it will be presumed that he has opted for the consolidated scales.
- (7) The option once exercised shall be final.

5. Fixation of pays in the consolidated scales-
- (1) The pay of all Government servants who do not opt for the present scales, shall be fixed in the consolidated scales with effect from the 1st December, 1962.
- (2) The pay shall be fixed both in the scale of their substantive post and the scale of the post held by them in a temporary or officiating capacity.
- (3) The pay shall be fixed at a stage in the consolidated scale which is equal to his present emoluments plus ten per cent thereon (rounded to the nearest rupees), and if there is no such stage at the next higher stage, provided that the pay so fixed shall not exceed the maximum of the consolidated scale.
- (4) If the minimum of a consolidated scale is higher than the present emoluments of a Government servant (who has opted or is deemed to have opted for the consolidated scale) plus ten percent thereon, his pay shall be fixed at the minimum of the consolidated scale.
6. Increments on the consolidated scale- Increment in a consolidated scale shall fall due on the 1st day of June, following the completion of at least 6 months service at a stage in the scale.
7. Additions to or modifications of Schedule- Government may from time to time add to or modify the Schedule.
8. Dearness Allowance and Interim Relief- subject to the provisions contained in Rule 9, dearness allowance/cost of living allowance as admissible under orders contained in Finance Department's Circular Letter No.959-PR-57, dated the 4th September, 1957, compensatory allowance sanctioned under the Finance Department's circular letter No.I(PR)-1-10/60(1180), dated the 17th August, 1960, and the interim relief sanctioned under the Finance Department's circular letter No.I(PR)-1592/62, dated the 27th August, 1962, shall with effect from the 1st December, 1962, cases to be payable.

9. Emoluments of Government servants opting for present scale Government servants who opt to retain the present scales shall, with effect from the 1st December, 1962, be entitled to the following emoluments in addition to the pay as defined in the Civil Services Rules applicable to them.
- (a) Dearness pay equal to the amount of dearness allowance as admissible on pay (excluding special pay and the technical pay) under the orders applicable to the Government servant concerned on the 30th November, 1962, and the compensatory allowance sanctioned under the Finance Department's circular letter No.1(PR)-1-10/60(1180) dated the 17th August, 1960 where admissible.

EXPLANATION- Dearness pay will be treated as part of basic pay for all purposes.

(b) Personal pay equal to the amount of interim relief sanctioned under the Finance Department's circular letter No.1(PR)-1592/62, dated the 27th August, 1962. The personal pay will be absorbed in future increments.

10. Relaxation- In cases where the operation of these rules involved under hardship to a Government servant Government may, for reasons to be recorded in writing, relax any of these rules in his favour.

No.FD-P.C.(I)-14/63. Dated the 2nd March, 1963.(Government of West Pakistan Finance Department)

Subject :- **REVISION OF RATES OF SPECIAL PAYS CONSEQUENT UPON THE REVISION OF PAY SCALES OF NON-GAZETTED GOVERNMENT SERVANTS.**

Consequent upon the revision of pay scales of non-gazetted Government Servants in the light of the decision taken on the report of the Pay and Services Commission, the Government of West Pakistan, have been considering the question of revision of Special Pays admissible under various orders of Government. The Special Pays admissible with the pay scales prescribed in the Schedule appended to the West Pakistan (non-gazetted) Civil Services Pay Revision Rules, 1959 (as amended from time to time) fall into the following categories:-

- I. Special pays which were specifically shown in the Schedule appended to the West Pakistan (Non-Gazetted) Civil Services Pay Revision Rules, 1959.
- II. Special pays which have been sanctioned under specific orders. Such special pays have either been sanctioned as lump sum amounts or as a percentage of basic pay of the Government servants concerned.

2. In the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963, some of the special pays admissible with the prescribed scales have been merged into the consolidated scales as indicated in the Schedule appended to the Rules in question. Such

special pays will be taken into account for the purpose of fixation of pay in the consolidated scales according to the Rule-5(3), read with the provision of Rule 2(g), of the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963. In such cases no special pay will be admissible in addition to the consolidated scales.

3. In some cases special pays have been shown specifically in the Schedule appended to the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963. Such special pays will be admissible with the consolidated scales at the rates specified in the Schedule.

4. Special pays which have been sanctioned as a percentage of basic pay of the Government servants concerned shall continue to be paid as percentage of pay in the consolidated scales according to the orders under which they were admissible with the prescribed scales.

5. Special pays, which do not fall in any of the categories discussed above, shall be revised with effect from the 1st December, 1962 in the following manner and will be admissible, at the revised rates, to all Non-Gazetted Government Servants concerned irrespective of whether they draw pay in the consolidated Scales or the present scales :-

Rates of special pay admissible with the Scales prescribed in the West Pakistan Non-Gazetted Civil Services Pay Revision Rules, 1959.

Revised rates of special pays to be effective from 1st December, 1962.

Rs.10	Rs.15
Rs.15	Rs.20
Rs.20	Rs.25
Rs.25	Rs.30
Rs.30	Rs.35
Rs.40	Rs.50
Rs.50	Rs.60

NOTIFICATION.

In exercise of the powers conferred by on him by the clause (2) of Article, 178 of the Constitution of the Republic of Pakistan, the Governor of West Pakistan is pleased to direct that the following shall be substituted for the existing entries under the heading "HEALTH DEPARTMENT" in Part II of the Schedule appended to the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963 :-

Designation of the post.	Last Prescribed Scales.	Consolidated Scales.
Physical Training Supervisor.	Rs.225-15-450	Rs.300-20-600.
Assistant Medical Officer.	Rs.250-15-400 for M.B, B.S. Rs.150-10-220/10-300 for Licentiate.	Rs.325-20-525 for M.B, B.S. Rs.220-15-325/15-400 for Licentiate.
of where	Non-Practicing allowance of Rs.75 per <i>mensem</i> where Private practice is not allowed To Doctors.	Non-practicing allowance Rs.175/- per <i>mensem</i> private practice is not Allowed to Doctor.
Dispenser/Compounder.	Rs.60-4-100/5-120	Rs.115-5-175.

No.FD-PC(I)-37/63.Dated the 28th August, 1963.(Government of West Pakistan Finance Deptt).

NOTIFICATION.

In exercise of the powers conferred by on him by the clause (2) of Article, 178 of the Constitution of the Republic of Pakistan, the Governor of West Pakistan is pleased to direct that the following shall be substituted for the existing entries under the heading "HEALTH DEPARTMENT" in Part II of the Schedule appended to the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963 :-

Designation of the post.	Last Prescribed Scales.	Consolidated Scales.
Laboratory Technician/ Laboratory Supervisor.	Rs.150-10-220/10-300.	Rs.220-15-325/15-400.

Laboratory Assistant. only Matriculates with Science to be recruited in future.	Rs.60-4-100/5-120.	Rs.115-5-175
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No.FD-PC(I)-37/63.Dated the 28th August, 1963.(Government of West Pakistan Finance Deptt).

NOTIFICATION

In pursuance of the provision of the Martial Law Proclamation of the 25th March 1969, read with the provisional Constitution Order, and in exercise of all other powers enabling him in that behalf, the Governor of Balochistan is pleased to prescribe, in furtherance of the West Pakistan (Gazetted) Civil Services (Pay Revision) Rules, 1964, and in supersession of the Government of West Pakistan Notification No.FD(SRII)6(B) 58/69(A), dated the 11th May, 1970, in its application to the Province of Balochistan, the following rules providing for further revision of the pay scales for the Gazetted and certain Non-Gazetted members of the teaching staff of the Balochistan Education Department, namely :-

THE BALOCHISTAN EDUCATION SERVICE (GAZETTED TEACHING POSTS) PAY REVISION RULES, 1970.

1. *Short title, application and commencement* (1). These rules may be called the Balochistan Education Service (Gazetted Teaching Posts) Pay Revision Rules, 1970.
 - (2). They shall apply to all Government Servant holding Gazetted Teaching Posts and Non-Gazetted Teaching Posts specified in column 2 of the Schedule.
 - (3). They shall come into force at once and shall be deemed to have come into force on 1st June, 1970.
2. *Definitions*- In these rules, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say-
 - (a). "*consolidated scale*" means the scale of pay sanctioned for a post under the West Pakistan (Gazetted) Civil Services (Pay Revision) Rules, 1964 or the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963 in their application to the Province of Balochistan, hereinafter referred to as Pay Revision Rules, 1964 and the Pay Revision Rules, 1963, as the case may be;
 - (b). "*existing scale*" means the consolidated scale or the present scale as may be admissible to a Government Servant on 31st May, 1970: and in case of a Government Servant appointed after the commencement of Notification No.FD(SRII)6(B)58/69(A), dated the 11th May, 1970, the scale prescribed therein;
 - (c). "*Government*" means the Government of Balochistan;
 - (d). "*Government Servant*" means a Government Servant to whom these Rules apply;

(e). “Pay” means the amount drawn monthly by a Government Servant otherwise than as special pay, technical pay, overseas pay, personal pay or as an allowance and includes-

(i) in the case of Non-Gazetted posts declared Gazetted with effect from the 1st day of June, 1970, the ad-hoc relief admissible to the holders thereof under the Government of West Pakistan, Finance Department circular letter No.310(A)-SR-VI/69 dated the 26th February, 1969; and

(ii) in the case of Government Servants drawing Pay in the present scales, the dearness Pay admissible to them under the Pay Revision Rules, 1964, or the Pay Revision Rules, 1963 as the case may be;

(f). “Post” means any post specified in column 2 of the Schedule;

(g). “Present Scale” means the scale of pay admissible to a Government Servant who opted for the scale of pay defined as such under the Pay Revision Rules, 1964, or the Pay Revision rules, 1963;

(h). “revised consolidated pay scale” with reference to a post means the scale of pay specified against that post in column 5 or 6 of the Schedule; and

(i). “Schedule” means the schedule to these rules.

3. *Right of option.* (1). Every Government Servant holding a post included in the Schedule shall have the right to opt for the revised consolidated pay scales or the existing scales.

Note :- A Government Servant can opt either for the revised consolidated Pay Scales or for the existing scales. It shall not be open to him to opt for the revised consolidated pay scales in the case of one or some posts and the existing scales in the case of other post or posts.

(2). Every Government Servant covered by sub-rule (1) shall be deemed to have opted for the revised consolidated pay scales unless he communicates his option in favour of the existing scales to the Audit Office concerned within a period of four months from the date of issue of this notification or in the case of the holders of the posts included in the Schedule after the coming into force of these rules, within a period of four months of such inclusion.

(3). The option under this rules shall be communicated to the Audit office concerned in writing under registered cover (acknowledgement-due).

(4). In case of a Government Servant who is on deputation or on foreign service, the option shall be communicated to and recorded by the Audit Office from within whose jurisdiction he proceeded on deputation or on foreign service.

(5). In the case of a Government Servant, who, at the time of coming into force of these rules or on the date of inclusion of his post in the Schedule,

is out of Pakistan or is on leave, and for that reason is unable to exercise and communicate his option to the Audit Office concerned within the specified period, the option shall be exercised in writing and communicated to the Audit Office concerned within four months of the date of his taking over charge of his post in Pakistan.

(b). The option once exercised shall be final.

4. *Fixation of Pay in revised consolidated Pay Scales-(1)*. The Pay in the revised consolidated Pay Scales, of a Government Servant shall be fixed under these rules with effect from the 1st day of June, 1970, with reference to the Pay admissible to him on the 31st day of May, 1970.

(2). The Pay in the revised consolidated Pay Scales under these rules shall be fixed on a stage next above, the pay admissible to the Government Servant concerned on the 31st day of May, 1970.

(3). The Pay of a Government Servant in the revised consolidated pay scales shall be fixed both in the scale of his substantive post and the scale of the post or posts held by him in a temporary or officiating capacity.

(4). Further fixation of pay on promotion, reversion, transfer etc, shall be made in accordance with the relevant Civil Services Rules.

5. *Increment-* The next increment of a Government Servant in the revised consolidated pay scales shall accrue on the date on which it would have accrued in the existing scales.
6. *Re-designation of certain Posts- (1)*. The posts bearing the designation of "Senior Professors" on the 31st day of May, 1970, shall, with effect from 1st day of June, 1970, be re-designated as those of "Professors" respectively.
(2). The posts bearing the designations of "Assistant Professors" and "Lecturers" on the 31st day of May, 1970, shall, subject to a maximum number to be prescribed by the Government, be re-designated, with effect from the 1st day of June, 1970, as those of "Associate Professors".
7. *Minimum Pay-* Admissibility of the minimum of the revised consolidated pay scales shall be subject to the pre-conditions, if any, prescribed for the admissibility of the minimum of the corresponding existing scales.
8. *Relation-* Any of the provisions of these rules may, for reasons to be recorded in writing, be relaxed in individual cases, of Government is satisfied that a strict application of the provision would cause undue hardship to the individual or class of individuals concerned.

9. *Amendment of Schedule-* Government may, from time to time, add to or

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SECTION-6

PENSION/COMMUTATION/GRATUITY

Subject:- **RULES REGARDING GRANT OF ANTICIPATORY PENSION IN CLASS IN WHICH SANCTIONING OF PENSION IS LIKELY TO BE DEVALUED.**

It has been reported that some of the Treasury Officers do not honour the orders issued by pension sanctioning authorities for the grant of anticipatory pension/gratuity it has further been reported that in certain cases if pension is paid the amount of gratuity is withheld or vice versa. In some cases where a pensioner desires to draw his anticipatory pension/gratuity in the audit area other than the area from which he retires considerable delay is caused by the treasury officer of concerned in making the payment.

2. It is to add that Government takes very serious view of all this and wish to reiterate that it attaches the greatest importance to prompt payment of pension to the pensioners. It was only for this reason that revised rules for the grant Anticipatory Pension/Gratuity were framed and issued by Government Under the rules governing the grant of anticipatory pension/gratuity the pension sanctioning authorities are fully authorized to issue the authority to the Treasury Officers concerned direct and there appears no justification why these orders should not be honoured promptly. Any lapse in future will be taken serious note of and it is hoped that no complaints would arise in the matter in future

No. 1889-SOE(Pens)-59dated 16th January 1960 (Govt of West Pakistan Finance Deptt:)

Subject:- **REVISION OF PENSION RULES AND RATES-RECOMMENDATIONS OF THE PAY AND SERVICES COMMISSION.**

The Government of West Pakistan have had under consideration the recommendations of the- pay and services Commission relating to Pension. The Governor of West Pakistan has now been pleased to take the following decision which shall take effect on and from 1st .July, 1966.

2. Option for Government servants in personable service –(1) Government servants who were in pensionable service on 1st July 1966 shall be allowed the option to retain their existing' pensionary benefits. This option should be exercised in writing and communicated, in the case of Gazetted Government servants, to the Head of Office, concerned so pleased to reach him within six months from the date of issue of this let for. If, on that date, a Government servant is on leave or temporary deputation outside Pakistan, he

may exercise his option and communicate it within six months from the date of his return from leave or deputation abroad.

(2) An option exercised by a Government servant under sub- para. (1), shall be duly acknowledge by the Accounts Officer or as the case may be, the Head of Office, concerned and placed on the service Record of the Government Servant.

(3) An option, once exercised and communicated Accounts Officer or the Head of Office, shall be final.

(4) A Government servant who does not exercise and communicate his option within, the time limit prescribed in sub-para. (1), shall be deemed to have accepted the new pensionery benefits sanctioned in this letter.

3. Option for Government Servants entitled to Contributory Provident Fund-(1) Government Servants in non-pensionable service on 1st July, 1966, excluding, those employed on contract, or otherwise for a specified period or term which did not extend to the age of superannuation, and who were entitled benefits of a Contributory Provident Fund shall unless the amount of the Provident Fund has been paid be allowed to opt for the pensionery benefits Sanctioned in this letter in lieu of the existing retirement benefits admissible to them. This option shall be exercised and communicate in the manner, subject to ,the conditions and within the 'time limits, prescribed in sub-paragraphs (1)-(3) of paragraph 2 Those Government servants who do not exercise and communicate their options for the pensionery benefits sanctioned in this letter within the prescribed time limit, shall not be entitled to the benefits thereof and shall continue on their existing terms.

(2) In the case of those who opt for benefits sanctioned in this letter:

- (i) The amount of contributions made by with interest thereon to the Contributory Provident Fund of such officials shall be repaid to the Government.
- (ii) The amount of subscription, together with interest thereon, which was contributed by them to the Contributory Provident Fund, shall be transferred to the General Provident Fund and shall for all purposes be governed by the rules of that fund provided that interest shall be calculated

at the rate prevailing in the year in which the contributions were actually made.

- (iii) The service rendered by such Government servants from the date of joining the Contributory Provident fund, shall, subject to the rules for reckoning the qualifying service for pension, count for such service.
- (iv) Such Government servants as Opt for pensionary benefits under these orders shall be governed by the West Pakistan Civil Services Pension Rules ,as amended from time to time.

4. Table of Pensions - Subject to the provisions of paragraphs 6 and 7 below the table of pensions as contained in Annexure I to this letter shall regulate all the four kinds of pensions, namely compensation Pension, Invalid Pension, ,Superannuation and Retiring pension. Special additional pension provided the existing rules shall not be admissible in addition to the pension calculate under the enclosed Table of pensions.

5. Table for calculating the commuted value of pensions the table for calculating the commuted value of pensions is appended as Annexure II to this letter.

6. Amount of pension for permanent Government servants the in case of Government servants employed in a substantive and permanent capacity in pensionable service, the amount of pension shall be regulated as follows:

- (a) If a Government servant retires or is selected for discharge owing to the abolition of his permanent post, after completing qualifying service of 5 years but less than 10 years, he may be granted a gratuity not exceeding one months pay for each completed year of qualifying service subject to a maximum of Rs.12,500.
- (b) If such a Government servant has completed qualifying service of 10 years or more at the time of his retirement or more discharge as case may be, he may be granted pension not exceeding an amount calculated in accordance with the scale given In the enclosed pension table, subject to the conditions and maximum laid down therein.

7. Amount of pension for temporary Government servants. A Government servant in pensionable service who is not employed in a substantive and permanent capacity, may be, granted pension or gratuity, as the case may be in accordance with the provisions of paragraph 6, if he retires, from service, or if he is discharged after completing qualifying

service of 25 years or more owing to the abolition of his post or replacement by a "qualified" candidate. If such a Government servant is discharged after completing 10 years but less than 25 years qualifying service, he may be granted a gratuity not exceeding one month's pay for each completed year qualifying service, subject to a maximum of Rs.25,000.

Retiring pension: - Subject to the provisions of the Essential Services Maintenance Act, all Government servants shall have the right to retire on a retiring pension after completing 25 years qualifying service; provided that a Government servant, who intends to retire before attaining the age of superannuation shall, at least three months before the date on which he intends to retire, submit a written intimation to the authority which appointed him, indicating the date on which he intends to retire. Such intimation, once submitted shall be final and shall not be allowed to be modified or withdrawn.

9. Service in an Autonomous or Semi-Autonomous Body: for the purpose of grant of pension under these orders, the pay drawn and the effective service rendered by a Government servant in an autonomous or semi-autonomous body, authorized capital of which is wholly subscribed by the Central and or a Provincial Government, in a post, appointment which is, by law, required to be made and the salary which is required to be fixed by the Central or a Provincial shall be treated as pay drawn and effective service rendered in a post in Government service.

10 Qualifying service and condonation of deficiencies for the purpose of grant of pension under these orders:

- 1) Service rendered by a Government servant before attaining the age of 20 years shall not be treated as service qualifying for pension; .
- 2) a deficiency of six months or less in the qualifying service of a Government servant shall be deemed to have been condoned;
- 3) a deficiency of more than six months but less than a year, may be condoned by the competent authority if both the conditions mentioned below were satisfied:-
 - (a) If the Government servant dies while in service or retires under circumstances beyond his control, such as on becoming in valid or on abolition of his permanent post and his eventual selection for discharge, and, but for such contingency, he would have completed another year of qualifying service; and

(b) the service, rendered by the Government servant meritorious.

4. A deficiency of one full year or more shall not be condoned.

11. Grant of increase in service pensions - Government servants who retired on or after the 1st December, 1962, but before 1st, July, 1966 shall for the period from the 1st April, 1964 to 30th June, 1966 be granted the same increase in service pension as was granted to those Government servants, who retired before the 1st December, 1962, in accordance with the Finance Department's letter No.FD-PC-(III)-Pen-46/64, dated the 2nd June,1964, as amended from time to time. In the case of those Government servants who died after the 1st December, 1962, but before 1st July, 1966 and in whose case a family pension was admissible under the existing rules the family pension for the period from the 1st April, 1964 to 30th June, 1966 shall be re-fixed after taking into account the pension increase sanctioned in this paragraph.

12. Revision of existing pensions (I). The pension of Government servants who retired before 1st July, 1966 including family pensions, in course of payment on that date shall, on receipt of application from the pensioner, by the Accountant-General, West Pakistan Lahore, Comptroller Northern Area, West Pakistan Peshawar, Comptroller, Southern Area, West Pakistan, Karachi, revised with effect from 1st July, 1966 according to these orders, provided that, if the existing pension plus the increase in service pension admissible before that date is more than the pension as calculated under these orders, the existing pension plus increase thereon shall continue to be paid. For the purpose of revising the pension, under these orders it shall not be necessary to obtain a revised, sanction from the pension sanctioning authority, except in a case where an ordinary/special additional pension was reduced.

In the case of existing pensioners, who have already drawn a lump sum gratuity under the West Pakistan Civil Services Pension Rules or the Rules of an Integrating Unit or have received the commuted value of a portion of their pension before 1st July, 1966 the increase in the gross pension according under these orders shall be paid in the shape of monthly pension and no portion of that increase shall be allowed to be commuted or converted into gratuity.

13. Rate of exchange for payment in sterling- All pensions payable under these orders, including the increase in service pension sanctioned in paragraph II, shall when admissible for payment in Sterling, be converted into sterling at the official rate of exchange for the time being in force.

14. Non-admissibility of pension benefits in certain cases. The pensionary benefits sanctioned in this letter shall not be admissible to pensioners residing in India or to those Pakistan, pensioners 10 have received or are entitled to receive increase under British Acts.

15. Application of existing rules and orders. In any, matter respect of which no provision has been made in these orders, the existing provisions of the rules and orders regulating grant of pension as applicable in each case, shall continue to apply until altered, repealed or amended; provided that the provisions of the West Pakistan Civil Services Pension Rules or any integrating units regarding the grant of special additional pension shall not apply.

16. Necessary amendments to the rule shall be made in due course.

NO. SO (SR)V-257/F)7 Dated Lahore, the 27th April, 1967.

Subject:- CONDONATION OF DEFICIENCY IN QUALIFYING SERVICE.

Under sub-paragraphs (2) and (3) of paragraph 10 of Finance Department's letter No. SO(SR)-V-257/67, dated the 27th April, 1967, a deficiency of six months or less in the qualifying service shall be deemed to have been condoned, while a deficiency of more than six months but less than a year may be condoned by the competent authority subject to the conditions prescribed therein. This provision has replaced the existing provision in sub-rule (2) of rule 2.12 of the West Pakistan Civil Services Pension Rules viz. The Administrative Department may condone deficiency in qualifying service for pension up to six months provided the service is meritorious and the condonation, if allowed, will bring the service upto 25 completed years of qualifying service. A question has arisen whether a deficiency up to a six months shall be deemed to have been condoned at any stage of

qualifying service, or is the condonation retired to a particular stage of qualifying service. Finance Department have, after through examination of the matter, decided that the intention is not to restrict the operation of the concession to nay particular stage but to allow condonation of a deficiency at any stage up to the 30th year. To illustrate this intention, a deficiency of six months or less will be deemed to have been condoned so as to make 4 years and 6 months qualifying service as 5 years qualifying service, 9 years and six months qualifying service as 10 years qualifying service, 24 years and six months qualifying service as 25 years qualifying service, and 29 years and six months qualifying service as 30 years qualifying service. Similarly, deficiency exceeding six months but less than one year may be condoned by the competent authority (Finance Department) at all stages. Subject of course to the conditions prescribed in sub-para (3) of paragraph 10 of Finance Department's letter No. SO (SR)-V-257/67, dated the 27th April, 1967.

No. SO (SR) V-1805/67. Dated Lahore, the 29th July, 1967 (Govt of West Pakistan Finance Deptt.)

Subject:- CONDONATION OF BREAKS IN TEMPORARY/OFFICIATING SERVICE.

Some confusion seems to exist in some quarters as to how condonation of interruptions between two spells of temporary/officiating service may be regulated under Rule 2.12 (1) of the West Pakistan Civil Service Pension Rules. According to Rule 2.3 *ibid*, temporary and officiating service followed by confirmation or temporary/officiating service of more than five years counts for pension/gratuity. The provisions of Rule 2.12 (1) take cognizance of only those cases where the Government servant had prior to the interruption rendered periods of qualifying service and it is considered fit to permit him to count certain past qualifying service towards pension/gratuity. The condonation of interruption in service with a view to allowing past non-qualifying temporary/officiating service to qualify for pension/gratuity under Rule 2.3 is not permissible. In other words, condonation of interruptions for pension/gratuity in temporary/officiating service is permissible only where the broken period of temporary officiating service is qualifying, i.e., it exceed five years or is followed by confirmation. Where neither condition is fulfilled condonation of interruption is not permissible. To make it more clear the following illustrations are given:-

First Illustration- A Government servant has the following broken spells of temporary/officiating service:-

- (i) 5 years and one month followed by break.
- (ii) 3 years followed by break.
- (iii) 6 years.

First and third spells are qualifying under Rule 2.3 and, therefore, can be counted (as 11 years and one month qualifying service). The second spell of service being not qualifying will not count and will be treated as a part of the gap in between the first and the third spell of service.

Second Illustration- A Government Servant has the following broken spells of temporary/officiating service:-

- (i) 5 years and one month followed by break.
- (ii) 3 years followed by break.
- (iii) 4 years and 5 months.

Third Illustration – A Government servant has the following broken spells of temporary/officiating service:-

- (i) 5 years and one month followed by break.
- (ii) 3 years followed by break.
- (iii) One year followed by confirmation.

The second spell is not qualifying. First and the third spells are qualifying, and the gap in between them can be condoned as in the case of the first illustration.

Subject:- CONTINUANCE OF PROVISIONAL PAYMENT OF PENSION AND PROVIDENT FUND TO DISPLACED PERSONS UNDER THE AGREEMENT OF MAY, 1950.

A copy of letter No.F.6(1)-Reg-7/72, dated the 20th January, 1972 from the Government of Pakistan, Ministry of Finance on the above noted subject is reproduced below that that the instructions contained therein may be followed in letter and spirit.

"Reference to this Ministry's letter No.F.2(2)-R3/71 dated 16.2.1971 on the subject noted above and to say that President and CMLA has been pleased to decide that the Provisional Payment of pension and provident fund to displaced person in Pakistan may continue to be made during the period ending on the 30th June, 1972 on the execution of indemnity bond covering payments to be made up-to that date, pending verification of their claims by the authorities concerned of India. The provisional payment will be subject to the existing terms and conditions laid down for the purpose and would apply to those persons only who migrated from India to Pakistan up-to 30th June 1955.

2. The President and CMLA has also been please to decide that the provisional payment of pension and provident fund to ex-employees of Hyderabad State, and Junagadh, Manawadar, Mangrol, Sardargadh, Sultanabad and Bantava, may continue to be made during the period ending on the 30th June, 1972 subject to the existing terms and conditions laid down for the purpose"

No. SO (R) VII-1/70, Dated Lahore, the 14th February, 1972

Subject:- CONTINUANCE OF PROVINCIAL PAYMENT OF PENSION AND PROVIDENT FUND TO DISPLACED PERSONS UNDER THE AGREEMENT OF MAY 1950

Ministry letter No.F-2 (1) –R3/69 dated 28-5-1970 on the subject noted above and to say the President and CMLA has been pleased to decide that the Provisional payment pension and provident fund to displaced person in Pakistan may continue to be upto 31-12-1971 pending verification of their claims by the authorities concerned India. The provision payment will be sub j3ct o the existing terms and condition laid down for the purpose and would apply to those persons only who migrated for India to Pakistan upto 30- June, 1955.

The President and CMLA has also been pleased to decide that the provisional payment of pension and provident fund ex-employees of Hyderabad state and provision payment of pension of displaced pensioners of Junagadh, Mangrol, Sardargadh, Sultanabad and Bantava may contain to be and during the year 1971 subject to the existing terms and conditions laid down for the purpose.

No.FD(R)VI/1/70 Dated 12th April, 1972

Subject:- **CONTINUANCE OF PROVISIONAL PAYMENT OF PENSION AND PROVIDENT FUND TO DISPLACED PERSONS UNDER THE AGREEMENT OF MAY 1950.**

The Government of Pakistan Ministry of Finance on the above noted subject and to the instructions contained therein may be followed in letter and spirit and Central Governments letter dated the 16th Feb: 1971 as under:-

" The Provisional Payment of pension and provident fund to displaced person in Pakistan may continue to be made during the period ending to the 30th June, 1972 on the execution of indemnity bond covering payments to be made upto that date, pending verification of their claims by the authorities concerned in India. The Provincial payment will be subject to the existing terms and conditions laid down for the purpose and would apply to those persons only who migrated to India to Pakistan upto 30th June 1955".

2. he Provincial payment of pension and Provident Fund to Ex employees of Hyderabad state, and Provincial of pension to displaced pensioner of Junagadh, Manawadar, Mangrol, Sardargadh Sultanabad and Bantava may continue to be made during the period ending on the 30th June 1972 subject to the existing terms and condition laid down for the .purpose"

No.FD(R)VII-1/70 Dated 14th February 1972

Subject:- **GRANT OF ANTICIPATORY PENSION**

According to Rule 6.4 of the West Pakistan Services Pension Rules, 1963, the Treasury Officers are required to make payment of Anticipatory Pension on the authority on

the pension Payment Order issued by the Pension Sanctioning Authorities. In the Finance Department's letter No.1998-S.O.E(Pens)-59 dated 16th January 1960 (copy enclosed) it was further clarified that the P.P.O. received from the Pension Sanctioning Authorities in the Audit are as other than those of their on should be honored without the instructions of respective Audit Offices.

2. Consequent upon the break-up of one-Unit with effect from 1st July 1970 the position has changed and four separate provinces have been formed in place of West Pakistan. It is therefore, not desirable that the Pension Payment Orders issued by the pension sanctioning Authorities of the provinces other than the Balochistan should be admitted direct at the Treasuries in the Balochistan. The sanctioning authorities in such cases may be advised by the Treasury Officers to route the sanctions through the Audit Offices concerned. The same Procedure shall have to be observed in cases of pensioners of Balochistan Government who wish to draw pension/gratuity from Treasuries/Sub-Treasuries outside the Balochistan.

3. This may please be brought to the notice of all concerned for information guidance and necessary action.

Subject:- **RULES REGARDING GRANT OF ANTICIPATORY PENSION IN CLASS IN WHICH SANCTIONING OF PENSION IS LIKELY TO BE DEVALUED**

It has been reported that some of the Treasury Officers do not honour the orders issued by pension sanctioning authorities for the grant of anticipatory pension/gratuity it has further been reported that in certain cases if pension is paid the amount of gratuity is withheld or vice versa. In some cases where a pensioner desires to draw his anticipatory pension/gratuity in the audit area other than the area from which he retires considerable delay is caused by the treasury officer Of concerned in making the payment.

2. It is add that Government takes very serious view of all this and wish to reiterate that it attaches the greatest importance to prompt payment of pension to the pensioners. It was only for this reason that revised rules for the grant Anticipatory Pension/Gratuity were framed and issued by Government Under the rules governing the grant of anticipatory pension/gratuity the pension sanctioning authorities are fully authorised to

issue the authority to the treasury Officers concerned direct and there appears no justification why these orders should not be honoured promptly. Any lapse in future will be taken serious note of and it is hoped that no complaints would arise in the matter in future

No.FD(R)I-2/70 Dated 8th December 1972

NOTIFICATION.

The Governor of Balochistan is pleased to grant ad-hoc increase at the rates and to the extent indicated below to the existing civil pensioners of the Provincial Government including civilians paid from Defence Services Estimates irrespective of whether they had retired from service before or after the 1st December, 1962:

<u>Amount of Pension</u>	<u>Ad-hoc increase</u>
(a) Not exceeding Rs. 50/	20 % Subject to a minimum of Rs.5/-
(b) Exceeding Rs. 50/- but not	15% subject to a minimum of Rs.10/
	exceeding Rs.100/-
(c) Exceeding Rs.100/-but not	15 % subject to a maximum of Rs. 30/with
exceeding Rs.500/-	marginal adjustments for pension upto Rs.530/-

2. The ad-hoc increase as sanctioned above shall take effect from the 1st June, 1973.i.e. on pensions due for the month of June payable on the 1st July, 1973 and shall be subject to the following conditions:-

- (i) The increase will be allowed on the gross pension i.e. pension before commutation and or surrender of 1/4th thereof sanctioned with effect from 1st July, 1966 or thereafter under the new liberalised pension rules. If, however, any pensioner is in receipt of the increase in pension sanctioned by the Government of West Pakistan in 1964 separately, the amount of. the gross pension shall be taken as inclusive of the increase sanctioned therein;
- (ii) Commutation of any part of the increase will not be permitted.
- (iii) If a person is in receipt of more than one pension the increase will be allowed on the total of the gross amount of all the pensions.

3. If the pension sanctioned by the Government of West Pakistan/Balochistan which qualifies for the grant of ad-hoc increase sanctioned above is shared with any other Government in accordance with the rules, the amount of ad-hoc increase sanctioned above will be apportioned between the Government of Balochistan and the other Government(s)

concerned on proportionate basis.

4. The ad-hoc increase sanctioned above will also be admissible on Family Pensions.

No. FD(R)V/I-1/72 Dated 27th February, 1974

Subject:- **REVISION OF PENSION RULES AND RATES
RECOMMENDATIONS OF THE PAY AND SERVICES
COMMISSION**

Sub-para (1) of para 10 of circular letter No.SO (SR)-V-257/67 dated the 27th April 1967 issued by the former Government of West Pakistan, Finance Department is hereby deleted with immediate effect.

No. FD(R)V/VII-8/71/582-642, Dated 18th May, 1974

Subject:- **GRANT OF AD-HOC INCREASE IN PENSION**

Reference this departments Notification of even No dated 27th February 1974 on the above noted subject.

2. A question has been raised as to the scope of the phrase "existing civil pensioners accruing in para I of the 4 above Notification. It is hereby clarified that the above phrase is intended to include not only those ex-employees who had retired before 27-2-1974 but also those retiring on or after 27-2-1974, irrespective of whether the retirement took or takes place before or after the ex-employee concerned had come on to the scheme of National Scales of Pay etc.

No. FD(R)V/VII-1/72, Dated 27th May, 1974

ORDER

The Governor of Balochistan is pleased to sanctioned w.e.f the 8th June, 1974 a Special Dearness Increase in pension at the rate of 15% of gross pension (i.e pension before commutation or surrender of 1/4 thereof) subject to a maximums of Rs.100/- p.m to all Civil

pensioners of the Balochistan Government on the following conditions:-

- i) The special Dearness Increase will be in addition to the ad-hoc and dearness increase where admissible as has already been allowed as has already been allowed.
- ii) The term gross pension will also include the increase in pension already sanctioned by the Government.
- iii) In case a person is in receipt of more than one pension then the Special Dearness Increase will be calculated on the aggregate of all of his gross pension

The Governor of Balochistan is further pleased to sanction special Dearness Increase on family pension granted under the pension cum-gratuity scheme 1954 and or the extra ordinary pension Rule as well as on the compassionate allowance sanctioned under CSR 353 w.e.f the same date referred to above i.e. 8.6.1974.

The admissibility of the Special Dearness Increase specified in the preceding paras primarily rests on the following factors.

- a) If the gross pension sanctioned by the Government of Balochistan is shared with any government in accordance with the rules laid down in part IV of the Appendix III to Account Code Vol:I the amount of Special Dearness Increase will be apportioned between the Government of Balochistan and the other Government concerned on proportionate basis.
- b) Commutation of any part of the Special Dearness Increase will not be permissible.
- c) In the case of re-employed pensioners neither the Special Dearness increase being sanctioned as per this order nor the Ad-hoc Increase and Dearness Increase referred to in para 1(i) above, would be admissible for the period of their re-employment.

No.FD(R)II-24/73/Pen Dated 24th July, 1974

Subject:- **COUNTING OF SERVICE RENDERED UNDER AZAD KASHMIR GOVERNMENT FOR PENSION.**

The question of counting previous service rendered by a Balochistan Government servant under the Azad Kashmir Government prior to his appointment/transfer under the Balochistan Government towards pension has been under consideration of the Government for some time. It has been decided, in consultation with the Federal

Government and the Azad Kashmir Government that temporary officiating and permanent service, rendered by a Balochistan Government servant under the Azad Kashmir Government, prior to his appointment under the Provincial Government shall be treated as qualifying service for the purpose of pension under the West Pakistan Civil Services pension Rules 1963 provided that the appointment under the Provincial Government had been made in continuation of service under the Azad Kashmir Government and that either the Government servant concerned is confirmed under the Balochistan Government or his total continuous service under the Azad Kashmir Government and Balochistan Government combined entitled him to pension under the West Pakistan Civil Services Pension Rules, 1963.

2. The pensionary charges in respect of the service rendered under the Azad Kashmir Government and the Government of Balochistan will be apportioned between the two Governments in accordance with the rules governing the incidence of pensionary liability in respect of Government servants who have rendered service under more than one Government. The procedure for the financial adjustment of the share chargeable to Azad Kashmir Government would be tint the Comptroller, Balochistan should work out, at the close of the each Financial year the financial liability of the Azad Kashmir Government and ask the Accountant General of that Government to make the payment. The amount so realized will be credited to the Major Head "XLIV-Receipts in Aid of Superannuation". Similarly, the Accountant General, Azad Kashmir Government should work out the liability of the Balochistan Government and ask the Comptroller, Balochistan to make the payment.

No. FD(R) VII 8/74.Dated Quetta the 5th December, 1974.

Subject:- **VOLUNTAR RETIREMENT TO GOVERNMENT SERVANTS.**

That right to seek voluntary retirement accrues to Government servant after he has completed 25 years of qualifying service for pension. A number of cases have come to the notice of this Government in which it was found, after such an application for retirement had been submitted and accepted by the competent authority and the Government servant had actually retired, that the 25 years qualifying service for pension had not been rendered e.g. the period of extra-ordinary leave had not been excluded from service. As such the government

servant became altogether ineligible for pension, which caused hardship. In order to avoid recurrence of such cases in future and to avoid resultant hardship to the retired government servant concerned it has been decided that the application for retirement after completion of 25 years qualifying service must be accompanied by particulars as in the enclosed form. These particulars are based on the pension application Form and are intended for the purpose of calculating qualifying service. On receipt of the application, the Head of Department should arrange verification of the qualifying service by the Audit Officer with-in one month from the date of the receipt of the application before orders of retirement are passed.

No.FD(R)VII-1/75 Dated Quetta the 2nd June. 1975.

NOTIFICATION

In exercise of the powers conferred by Section 23 of the Balochistan Civil Servants Act 1974 the Governor of Balochistan is pleased to direct that in the West Pakistan Civil Service Pension Rules 1963 in their application to the province of the Balochistan the following further amendments shall be made namely:-

AMENDMENT

In rules 9.5 sub rule (ii) after clause (c) the following new clause shall be added:-

"(d) Where a civil servant is re-employed after or continues to be re-employed beyond, the age of the 60 years he may be allowed to draw pension in addition to the pay of the post

No.FD(R)VII-8/71/74 Dated 1st September 1976

Subject:- **MODIFICATION OF WEST PAKISTAN PENSION RULES.**

The existing West Pakistan Pension Rules and general orders/instructions on the subject shall be deemed to have been modified to the extent indicated in the office memorandum No.F.5(1)-Reg(6)/77, Islamabad, the 24th February, 1977. Necessary amendments to the rules shall be notified in due course.

No.FD(R)VII-1/76. Dated Quetta, the 26th January. 1977.

Subject:- **SIMPLIFICATION OF PROCEDURES REGARDING PENSIONS**

A copy of the Office Memorandum No.F.5(1)Reg:(6)/77 dated 24th February,1977 from the Govt of Pakistan Finance Department is reproduced below:-

"that Government attaches great importance to the timely sanction of pension so that the retired Government servant is not put to financial hardship. Instructions have accordingly been issued from time to time, streamlining and simplifying procedures with a view to ensuring expeditious finalization of pension cases, if those instructions are observed strictly by all concerned, there should hardly be any case in which sanction of pension is delayed. None-the-less, even now cases do occur in which pension is not sanctioned in time. The question of carrying out further improvement in the procedure for sanction of pension has accordingly again been considered and the following decisions have been taken:-

(a) Action regarding sanction of pension should be initiated by the head of the administrative department one year before the date of retirement and the papers complete in all respect should be sent to the Audit Office six months before the date of retirement without fail, as provided in this Division O.M.F.2(3)-Reg:(S)/ 63-1, dated the 4th June, 1974.

(b) One of the main causes of delay in the timely sanction of pension is the incomplete entries and lack of prescribed periodic checks of the service books. To meet this difficulty, orders were issued in this Division O-M.No.F.4. (8)RSII/68, dated the 10th May, 1969. In order to ensure observance of the said instructions it has been decided that the administrative ministries should, where the work load so justifies exclusively designate a whole-time officer for supervising the maintenance of service books. In any case the responsibility in this respect should be clearly defined and assigned. The entries in the service book should be clearly made, verified and attested by the officer so designated as already laid down in the Rules. Officer next above the designated officer or the head of an office where he is the designated officer by virtue of being the only officer in the office should record an annual certificate in the service book in token of the correctness of the entries made therein. In partial modification of the orders issued vide this Division O.M.No.4(1)-RS 11/70, dated 24.3.1971, these service books should be got verified from the Audit Office after the 10th and 24th Years of service of the official concerned. On the basis of these certificates the head of office should also record a

consolidated certificate in respect of the entire service period in the following form:-

Service..... from..... to.....
verified from.....

There is no known disqualifying spell during the above service except detailed below :-

(The period and nature of spell(s) to be indicated).

1.....

2.....

3

This certificate should be recorded before submission of the case to the Audit Office, the latter shall accept it as a final proof of verification of service.

- (c) As laid down in this Division O .M.No.F-4(7)RSII/69 dated the 4th June, 1969, the service book should be maintained in duplicate, the duplicate copy being kept in the custody of the government servant. Entries in the duplicate service book shall as far as possible be made simultaneously with those in the original service book. However, only the original copy of service book would constitute the authority for the sanction of pension; the duplicate service book would serve as a means of contemporary evidence, In the case of transfer of government servant the original service book, duly completed to the date of transfer, should be sent to the new head of the department and a copy of entries relating to the office from which transfer takes place shall be maintained in that office; a certificate to this effect shall invariably be recorded in the covering letter under which the service book is transferred.
- (d) Under the existing orders contained in this Division O.M.No.F.4(I)RS/ff dated the 17th April, 1968, and F.4(I)RS/67 dated the 13th August, 1971, payment of pension is not to be held up for want of No Demand Certificate, It is therefore not necessary to enclose the "No Demand Certificate" with the pension papers when they are sent to the Audit Office. It has however, come to notice that some time production of 'No Demand Certificate' is insisted upon before sanction of pension. This is for strict compliance by all concerned. The Head of the Department should, while initiating action of pension papers, simultaneously notify to the Estate Officer or other organizations which are likely to prefer a demand, to verify the position in respect of any demand outstanding against the official concerned within a period of three months and to keep a close supervision on the current demands. The administrative department should also send the requisite certificate to the Audit Office 15 days, before the date of issue of prescribed PPO, The Administrative department should, however, obtain an undertaking from the Government Servant concerned that the outstanding dues, if any, would be paid by him from his pension provided such demand were preferred within one year of date of retirement.

- (e) Every administrative .Division/Department should review the position in respect of outstanding pension cases every six months and should furnish a statement of outstanding cases, including the cases of anticipatory pensions, together with the reasons for delay and the remarks of the Accountant General to the Cabinet Division for submission to the Prime Minister.
- (f) The pension payment order should as a rule be issued:-
 - (1) in the case of normal retirement, one month before retirement; and
 - (2) in the case of premature, voluntary or compulsory retirement or death, within three months from the date of the event.
- (g) The administrative/accounts authorities should also take timely action for ensuring that the Government Servant has made proper nominations regarding beneficiaries in the event of his death.
- (h) If for any reason it is apprehended that the pension payment order cannot be issued within the prescribed time, a provisional order authorising payment of 80% of the admissible pension should be issued by the competent authority without referring the case to the Audit Office within one month of the expiry of the prescribed time i.e., in the case of normal retirement the provisional orders must be issued within two month from the date of retirement and in the case of compulsory retirement or death within four months from the date of the event.
- (i) As in the existing rules, the period of extraordinary leave shall not be treated as qualifying service for pension but only as a bridge between the two periods of qualifying service. Interruption in service due to other reasons may be condoned provided such interruption is not due to any fault or willful act of the Government Servant, like unauthorised absence, resignation or removal from service. Interruption due to removal on account reduction and retrenchment of the post shall however be of deemed to have been condoned. The periods of such interruptions shall not, however, count as qualify service for pension. The action in respect of break in service should be completed by the head of the administrative Division or Department before forwarding the papers to the Audit Office.
- (j) All periods of suspension followed by reinstatement should qualify for pension regardless of the fact whether the Government Servant was or was not allowed full pay and allowances for the period of suspension. In other words, the mere act of reinstatement should be deemed to have rendered the period of suspension as qualifying for pension.
- (k) Commutation: It should not be necessary to submit to medical examination if commutation is applied for within one year of the date of retirement. The pensioner should apply to the Accounts Officer who would authorise payment. In due case of issue of provisional pension, the commutation may be provisionally sanctioned on the basis thereof

but when the order shall be substituted for the provisional payment order for purposes of commutation as also for all other purposes. In the case of premature retirement on medical grounds the requirement of medical examination shall not be waived.

- (1) **UNDRAWN PENSION ARREARS:** It has been decided that there should be no restriction for the draw of the pension if it falls in arrears. The arrears may be paid by the disbursing Officers without any reference to the audit office or the pension sanctioning authorities.
2. All existing rules shall be deemed to have been modified to the extent indicated above.
3. These orders will take effect from 1st July, 1977.

No.FD(R)VII-I/76.Dated Quetta. the 28th April,1977.

Subject:- **LIBERALIZED PENSION RULES FOR CIVIL SERVANTS.**

The Finance Division Office Memorandum No.F-6(1)-Rev.I/75, dated the 7th January, 1977, it has been provided inter alia that, in the case of death of a civil servant while in service, family pension shall be admissible for a period of ten years; in the case of his death within, ten years of retirement, the family pension shall be admissible for the unexpired portion of ten years. The same benefits have been provided in respect of (i) a pensioner who retired before 1st March,1972, and whose demise occurs or occurred on or after that date and (ii) family pensions in existence on 1st March,1972, vide paras 9 and 10 thereof. In other words, only the life of the family pension has been extended from five to ten years but the other conditions have remained unchanged.

2. However, an impression seems to prevail in some quarter that, under para 10 mentioned above, a family pension in case of death after retirement can perhaps be admissible for full ten year so This impression is not correct. Therefore, in order to remove any chances of the provisions being misinterpreted, it has been decided to substitute abinitio the existing para 10 of this Division Office Memorandum of 7th January,1977, by the following para.

" 10. If a family pension in existence on 1st March, 1972, related to a civil servant who had died while in service, the total period of the admissibility of family pension will be ten years instead of five years. If a family pension in existence on 1st March,1972,related to a civil servant who had died within five years of his retirement, the total period of admissibility of the family pension

in such a case shall be the unexpired portion of ten years instead of five years. The amounts of family pensions in either case shall remain the same as on 1st March, 1972".

No.FD(R)VII-1/76 . dated 28th April, 1977

Subject: - **LIBERALIZED PENSION RULES FOR CIVIL SERVANTS.**

A copy of the Office Memorandum No.FD.6(1)Reg.1/75 dated 12th March, 1977 from the Government of Pakistan Finance Department is reproduced below:-

"Reference this Division Office Memorandum No.F 8 (1)-Rev.I/75, dated the 7th January, 1977 on the subject mentioned above and to state that it has brought to the notice of this Division that in some cases the "take-home" pension under the liberalized rules (viz- gross pension as calculated under para 3 thereof, minus one-fourth surrendered for the purpose of gratuity) is less than the "take-home pension under the former rules (viz. gross pension as calculated under those rules minus one-fourth surrendered for the purpose of gratuity, plus the ad-hoc increase and the dearness increases). The matter has been considered and it has been decided that if a pensioner wishes not to avail of the benefits of receiving a lump-sum by way of difference in gratuity and wishes instead that his "take-home" pension be not reduced, he will not- be compulsorily paid that lump-sum.

2. Pensioners who do not indicate, by 30th June, 1977 their desire to forgo such lump sum payment will be presumed to have opted for The lump-sum payment.

3. The same provision as above will apply in the ease of commuted portion of gross pensions.

No.FD(R)VII-1/76. Dated Quetta. the 28th April. 1977.

Subject:- **LIBERALIZED PENSION RULES FOR CIVIL SERVANTS.**

A copy of the Office Memorandum No.FD.6(1)Reg.1/75 dated 15th March, 1977 from the Government of Pakistan Finance Department is reproduced below:-

That in para 6 of this Division Office Memorandum No.F-6(1) Rev .1/75, dated the 7th January, 1977, it has been provided inter alia that, in the case of death of a civil servant while in service, family pension shall be admissible for a period of ten years; in the

case of his death within, ten years of retirement, the family pension shall be admissible for the unexpired portion of ten years. The same benefits have been provided in respect of (i) a pensioner who retired before 1st March, 1972, and whose demise occurs or occurred on or after that date, and (ii) family pension in existence on 1st March, 1972, vide paras 9 and 10 ^hereof. In other words, only the life of the family pension has been extended from five to ten years but the other conditions have remained unchanged.

2. However, an impression seems to prevail in some quarter that, under para 10 mentioned above, a family pension in case of death after retirement can perhaps be admissible for full ten years. This impression is not correct. Therefore, in order to remove any chances of the provisions being misinterpreted, it has been decided to substitute *abinitio* the existing para 10 of this Division Office Memorandum of 7th January, 1977, by the following para- h

" 10. If a family pension in existence on 1st March, 1972, related to a civil servant who had died while in service, the total period of the admissibility of family pension will be ten years instead of five years. If a family pension in existence on 1st March, 1972, related to a civil servant who had died within five years of his retirement, the total period of admissibility of the family pension in such a case shall be the unexpired portion of ten years instead of five years. The amounts of family pensions in either case shall remain the same as on 1st March, 1972".

No.FD(R)VII-I/76. Dated Quetta, the 28th April, 1977.

Subject:- **LIBERALISED PENSION RULES FOR CIVIL SERVANTS.**

A copy of the Office Memorandum No.FD.6(1)Reg.1/75 dated 29th March, 1977 from the Government of Pakistan Finance Department is reproduced below:-

Under rule 6 (2) of the Civil Pension (Commutation) Rules, commutation becomes absolute, that is, the title to receive the commuted portion of the pension cases and the title to receive the commuted value accrues, on the date on which the Medical Board signs the medical certificate A question has now been raised as to the date on which commutation should be considered as having become absolute where, as provided para 5 (c) of this Division Office Memorandum No.F.6(1).1/75, dated the 7th January, 1977, the commutation is not subject to medical certification if it is asked for within one year of the

date of retirement. The matter has been carefully considered and it has been decided that in such cases the date of application by retired civil servant shall be the date of the commutation becoming absolute.

No.FD(R)VII-I/76. Dated Quetta, the 28th April, 1977.

Subject:- **SIMPLIFICATION OF PENSION PAYMENT PROCEDURE.**

The Government of Balochistan has decided that with effect from 1st December, 1977 pension would be disbursed at branches of National Bank of Pakistan in addition to the Treasuries as at present. The provincial pensioners are required to notify to the Treasury Officers concerned immediately the name of the branch of National Bank of Pakistan through which they intend to draw their pension from the above date.

2. The pension payment procedure through the branches on National Bank of Pakistan in addition to the Treasuries will be as follows:-

(1) In addition to the existing arrangements pension payment will also be made by all branches of the National Bank of Pakistan that the pensioners may nominate for draw of their pensions.

(2) Finance Division Government of Pakistan has already issued a press note announcing the decision for the information of the pensioners and requiring them to intimate, in writing, to the Treasury Officer or the District Accounts Officer from whom they are drawing their monthly pensions at present, the particular branch of the National Bank of Pakistan from which they wish to draw their pension in future. The information can also be furnished when the pensioner approaches the Treasury Officer/District Accounts Officer as the case may be) for draw of his pension for the month of October, 1977 or for any subsequent month.

(3) The National Bank of Pakistan will immediately start giving publicity over the information media to the new mode of payment of pension. The bank would also supply an upto date district wise list of their branches in the Balochistan to (i) all the Treasury Officers/ District Accounts Officer in the Balochistan and (iii) the Comptroller Balochistan.

(4) On their part, the Treasury Officers or he District Accounts Officer (as the case may be) concerned with payment of pensions will also ensure that an option is obtained, in writing

from all those pensioners who approach them for payment of their pension for the month October, 1977, or for any subsequent month and who desire future payments of their pension to be made through the National Bank of Pakistan. The written option should invariably name of the particular branch of the National Bank of Pakistan from which payment is desired.

(5) After collecting options in the aforesaid manner, the Treasury Officers/District Accounts Officer will take out the disbursed s portion of the relevant P.P.Os, on record in their office, endorse the (as well as the P.P.O in the possession of the pensioner which will be returned to him for presentation at the branch of the National Bank of Pakistan in favour of the nominated branch of the National Bank of Pakistan. They will then list P.P.Os in Form CTR-36 CTR-35 in triplicate, and take further action as indicated below: -

- (i) If the nominated branch of the National Bank of Pakistan is situated in the same Province in which the Treasury is located, the Treasury Officer will forward one copy of the completed Form CTR-3G CTR-35 and disbursers pert km of P.P/0 to the concerned branch of the National Bank of Pakistan, another copy to his Accountant General/Comptroller and the 3rd copy will be recorded for reference in future.
- (ii) If the nominated branch of the National Bank is situated in the same district as that of the District Accounts Office, the District Accounts Officer will forward one copy of the completed CTR-36 and disburser's portion to the concerned branch of National Bank of Pakistan and another copy to the audit branch of his office (which will audit the payments of pensions made directly at the branches of the National Bank of Pakistan) and the third copy will be recorded for reference in future.

In case a pensioner, who was previously drawing pension from the Sub Treasury and who opts to draw pension from a branch of the National Rank of Pakistan under the revised procedure, the District Accounts Officer/Treasury Officer concerned shall, while taking action as aforesaid, also inform the Sub Treasury Officer concerned accordingly. The Sub Treasury Officer shall thereupon keep a note to the effect that the pensioner would cease to draw pension from the Sub Treasury from the month from which he opts to draw pension from the Branch of the National Bank of Pakistan and shall return the pension papers of such pensioner to the Treasury Officer/ District Accounts Officer concerned with a last payment certificate recorded thereon.

- (iii) If the nominated branch of the National Bank of Pakistan is situated outside the district in which the District Account Office is located, the District Accounts Officer will forward one copy of the completed CTR/36 and Disbursers portion to the concerned branch of the National Bank of Pakistan and another copy to the District Accounts Officer, in whose jurisdiction the nominated branch is situated (for audit of pension payments) and the 3rd copy will be recorded for reference in future.

(iv) In case the nominated branch is situated outside the Province of Treasury/District Accounts Office, the Treasury Officer/District Accounts Officer will forward one copy of CTR-36 CTR-35 and the disburser's portion to that branch of National Bank of Pakistan and the second copy to the Comptroller of the Province where pension is being received. That Comptroller will, in turn, inform the Accountant General/Comptroller of the other Province, so that pension payments thus made may be accounted for and audited. The third copy will be recorded for future reference.

Before forwarding the documents to the National Bank of Pakistan in pursuance of (i) to (iv) above, the Treasury Officer/District Accounts Officer will have their signatures verified in the manner stated at item 8 (b) below.

(6) Pensions for the month of November, 1977 payable on and from 1st December, 1977, in respect of those pensioners who elect to be paid at the National Bank of Pakistan Branch will be disbursed by the respective nominated branches of the Bank.

(7) Pensioners who do not visit Treasury Officer/ District Accounts Officer for draw of their pension for October, 1977 or for any reason even thereafter will continue to draw their monthly pension from the Treasury Officer/ District Accounts Officer until they have exercised their option and wish to be paid through the National Bank. After the option is exercised by the pensioner, the Treasury Officer/District Accounts Officer will take action on the lines indicated at item (5), above.

(8) (a) The Comptroller shall, in due course, arrange to supply to the branch of the National Bank of Pakistan the specimen signatures of their authorised Officers including those of District Accounts Officers, together with the specimen of the confidential seal with which the P.P.O and other related documents will be embossed. The District Accounts Officer shall immediately supply their/specimen signature together with the specimen/of the confidential seal, referred to above, equivalent in number to the branches of th4 National Bank of Pakistan in the Balochistan to the Comptroller, Balochistan, who would in urn supply the requisite specimen signatures together with specimen/impression of the confidential seal to the branch of the National Bank of Pakistan through the Senior Vice President, National Bank of Pakistan, President Office, Shara-e-Tufail, Quetta.

(b) As an interim measure (in-as much-as it will take time to supply specimen signatures) the signatures of the Treasury Officers/District Accounts Officer/Authorised Officers of the Comptrollers Office will be verified by the Treasury Branch of the designated branch of the National Bank of Pakistan, before the P.P.Os and the related documents are forwarded to the branch of the National Bank of Pakistan at which a pensioner has chosen to draw his pension, to enable the latter branch to satisfy itself about the authenticity of the

document (please see item (5) above and item (9) below.)

(9) In the case of new P.P.Os, The Comptroller Balochistan/District Accounts Officer concerned will ascertain from the pensioner the particular branch of the National Bank of Pakistan at which he wishes to draw his pension. When final sanction is accorded to the pension, the Comptroller/District Accounts Officer will indicate the branch of the National Bank of Pakistan (at which payment of Pension will be made) in the forwarding letter and also in both halves of the P.P.O (disburser's portion as well as the pensioners portion), and take further action as below:

(i) When the P.P.O. is issued by Comptroller and the nominated branch of the National Bank is located in the same Province, the Comptroller will send both halves of the P.P.O. to the nominated branch of the National Bank of Pakistan.

(ii) If the nominated branch of the National Bank of Pakistan is located in another Province, a copy of the letter of intimation (referred to at (i) above, will also be sent to the Comptroller of the other Province for necessary action, i.e auditing etc of the pension.

(iii) When the P.P.O. is issued by a District Accounts Officer and the nominated branch of the National Bank of Pakistan is situated within his jurisdiction (district) both the halves of the P.P.O. will be sent to the nominated branch of the National Bank of Pakistan endorsing a copy of the forwarding letter to the pensioner.

(iv) When the nominated branch is situated outside his jurisdiction (district) both the halves of the P.P.O. will be sent to the nominated branch of the National Bank of Pakistan, endorsing a copy of the forwarding letter to the District Accounts Officer in whose jurisdiction the nominated branch of the Banks situated for the purpose of audit of Pension payments. If however, the branch is situated Outside the Province, a copy should be forwarded to the Comptroller, Balochistan who will in turn inform the Accountant-General/Comptroller of the other Province,

(v) In all these cases, i.e. (i) to (iv) above:-

(a) A copy of the forwarding letter (with which the P.P.O^s are being sent to the bank) should be endorsed to the pensioner advising him to take his national identity card to the bank on first appearance for identification; and

(b) Until specimen signatures have been sent to the Branches of the National Bank of Pakistan (vide (a) of item (8), the signatures of the authorised officer/District Accounts Officer will be got verified by the designated Branch of the National Bank of Pakistan in terms of (b) thereof.

(10) The Comptroller/District Accounts Officer shall ensure that P.P.O^s (both pensioners portion and disbursers portion bear pensioners photographs, except where not required under F.T.R. 328 (ii) as well as No. & date of his national identity card. For this purpose, space should be provided even in the existing supply of the above mentioned both the portions of P.P.O^s.

(11) On receipt of P.P.O^s and completed forms CTR-36 the Manager of the concerned branch of the National Bank of Pakistan or his authorised officer will enter them in a special

ledger to be maintained in a form similar to existing form CTR-36/STR-35 (specimen at Annexure-I). The particulars thus entered will serve as a permanent record with the National Bank of Pakistan.

(12) The first payment of pension by the National Bank will be made to the pensioner after proper identification and after carrying out necessary checks on presentation of his P.P.O. by the pensioner or in the case of new pensioners the letter of intimation sent to him by the Comptroller/District Accounts Officer that his P.P.O. has been sent to the branch of the National Bank from which he has chosen to receive his pension payment. Subsequent payment may be subjected to usual checks. Every payment of pension shall be entered under relevant date and signatures of authorised bank officer both on the disburser's portion and pensioners' portion of P.P.O. and also in the special ledger in form CTR-36 STR-35, referred to in item (11) above.

(13) Payment of pension will be made to pensioners on submission by the pensioner of a bill in the form of Pensioners Receipt (Annexure-II), duly filled in, stamped (where necessary) and signed by the Pensioner.

(14) (i) In case a pensioner desires to receive the payment of his pension from another branch of the National Bank of Pakistan instead of the one at which it is already in course of payment, the latter branch will endorse the name of the other branch on the disburser's portion as well as on the pension along with a completed form CTR-36/SXR-35 to the other branch of the National Bank of Pakistan with a copy of the forwarding letter and completed form CTR-36/STR-35 to the Comptroller/District Accounts Officer, who issued the P.P.O. A photo copy of the P.P.O (disburser's portion) will, however, be retained by the transferring branch for its own record and reference.

(ii) In case the branch of the National Bank at which payment is now desired by the pensioner is outside the jurisdiction of the Comptroller, a copy of completed form CTR-36/STR-35 received from the branch of the Bank will be sent by the Comptroller to the Accountant-General/Comptroller concerned (in whose jurisdiction the branch of the bank at which payment is desired by the pensioner) for necessary action.

(iii) Where the branch of the bank is situated outside the jurisdiction of the District Accounts Officer who issued the P.P.O. (but within the same province). The District Accounts Officer will on receipt of form CTR-36/STR-35 inform the concerned District Accounts Officer so that payments made in latter jurisdiction are accounted for and audited accordingly. If, however the other branch of the bank is situated outside the Province. The District Accounts Officer will send a copy of the completed form CTR-36/STR-35 to his Comptroller for informing the Accountant-General/Comptroller of the other Province to take necessary action (for accounting and audit.)

(15) Supply of pension payment bill forms (Annexure-II) to the pensioners will be arranged by the National Bank of Pakistan. For this purpose, Department, N.B.P. & P&S the National Bank will be required to prepare their annual indent of requirements of this form in the shape of a booklet of 50 forms each and place and order with the Manager, Printing & Stationery, Government, of Balochistan Quetta. On receipt of supply from the Manager,

Printing and Stationery, the Principal Office of the National Bank of Pakistan at Quetta shall arrange to distribute the booklets to the branches of the National Bank of Pakistan in the Balochistan.

(16) Pending the availability of the supply in the manner indicated at item (15) the existing forms of pension payment bills in use in the treasuries may be utilised for the time being. This should be done by mutual consultation by the National Bank of Pakistan, Principal Office and the Treasury Officers/DAOs concerned, after assessing their respective requirements.

(17) In order to distinguish the pension payment bill forms for Federal and Provincial pensioners, these forms should be provided in two different colours, (white for Provincial pensioners and pink for the Federal pensioners).

(18) After payment of pensions, separate Bank scrolls in the prescribed form CTR-36/STR 35 will be prepared for Federal and Provincial Government pensioners and submitted by the National Bank Branches along with payment vouchers (i.e. paid pensioner's receipts) to the Treasury Officer/District Accounts Officer in the manner indicated below.

(i) At places where State Bank Offices exist.

A branch of the National Bank shall be nominated in these cities as the Link Branch1 to deal with the State Bank of Pakistan, The link branch will collect the scrolls and relevant payment vouchers (paid pensioner's receipt) from all branches within their area in respect of pension payments made on a particular day, consolidate them and submit the same to the Treasury Officers/District Accounts Officer through a special messenger on the next working day through a credit note showing therein the amount of Federal and Provincial Government pensions separately. The link branch will simultaneously send credit note the S.B.P. (Local Office on that account receipt of credit note, the State Bank will credit the total amount to the National Bank account per contra debit through consolidated vouchers to the Federal/Provincial Government account No. 1 (Non-Food) maintained on State Bank s books.

(ii) At places where State Bank Office does not exist and more than one branch of National Bank is functioning.

The Treasury Branch will be nominated as Link Branch1 to deal the Treasury Officer/District Accounts Officer. The link branch will collect pension payments of day and pension vouchers (paid -pensioner's receipt) from all branches of the National Bank in its area,, consolidate them and submit the same to the Treasury Officer/District Accounts Officer on the next working day through a special Messenger. The Link Branch shall advise the consolidated figure of pension payments of all branches in its jurisdiction to its Finance Division at Head Office, Karachi for claiming credit from the State Bank per contra debit to account of the Federal/Provincial Government with the State Bank in the usual manner.

(iii) At places where a single branch of the National Bank is functioning and a Government Treasury does not exist such branch after payment of pension bills will prepare separate scrolls for Federal/Provincial Government pensioners in duplicate and submit one copy together with paid pensions bills (paid pensioners receipt) to the respective Treasury Officer/District Accounts Officer of the district in which the Branch of National Bank is located, on the next working day through a special messenger/registered post. The branch will also advise the figures of pension payment of a day to its Finance Division at Head Office, Karachi, on the next working day of enable the latter to claim credit from the State Bank of Pakistan in the usual manner per contra debit to Federal/ Provincial Government.

19. The Treasury Officer/ District Accounts Officer (as the case may be) will continue to prepare the accounts as usual and submit them to the Comptroller for the purpose of accounting and audit. Inter-Provincial transactions will be put through by the Treasury Officer/District Accounts Officer, in case pension payments made by the National Bank are recoverable from other Provinces as in the case of other Government payments.

(20) The Comptroller will supply to the National Bank of Pakistan excepts of relevant Treasury Rules of the Federal and Provincial Treasury Rules Governing payment of pensions. The bank "will in turn supply the required number of conies to its individual branches.

4. The National Bank of Pakistan will execute an indemnity bond in respect of pensions paid through Action it in cash or any account holder in the bank. Similar N.B.P. indemnity bond shall be executed by other banks in respect of the pensions which are paid through them by the National Bank of Pakistan.

5. On the request of the National Bank of Pakistan that it will not be possible for them to submit six monthly lists of defaulting pensioners and make special enquiries about the pensioners above the age of 70 years, it has been decided that since the bank will be making payment to the pensioners after ensuring beyond reasonable doubt, that the pensioner was alive, the requirement of 6-monthly list of defaulting pensioners and of making special enquiries about the pensioners above the age of 70 has been dispensed with. The National Bank will, however, issue instructions to their branches that extra precautions should be taken in such cases. The Bank will also allow the staff of the Pakistan Audit Department to carry out necessary test checks locally in respect of the payment of pensions made by its branches with reference to the record available with the Comptroller/ District Accounts Officer.

6. It is requested to ensure that the above instructions are complied within letter and spirit by the District Accounts Officer/Treasury Officers working under respective jurisdiction.

A copy is forwarded to all the District Accounts Officers/Treasury Officers in the Balochistan for information. Action indicated in the above instructions should be finalized by them within a week of the receipt of this letter but not later than 10th December, 1977, in any case.

2. They are requested to pay special attention to the following;
- (i) The National Bank will chalk out a training - programme for imparting training to its employees who will handle payment of pension work in the branches of the National Bank of Pakistan. The Treasury Officer/District Accounts Officer must ensure that whenever bank staff is deputed to receive training from the Treasury, detailed training should be imparted to the said staff by the Treasury Officer himself.
 - (ii) The training shall not be postponed by the Treasury Officers/DAO^s on the pretext of their preoccupation with other work, in any case.
 - (iii) The bank staff should be particularly enlightened as regards precautionary measures that are normally observed by the Treasury Officers/ District Accounts Officer at the time of passing pension vouchers for payment in order to ensure that Government money is not fraudulently withdrawn. An expert of the relevant treasury rules will be supplied by the Auditor-General of Pakistan/Comptroller Balochistan; to the National Bank of Pakistan for circulation to its branches so that the bank staff is fully acquainted with the Rules and regulations regarding pension as laid down in the Federal/ Provincial Treasury Rules.
 - (iv) Any difficulty that may arise in connection with the implementation of these instructions may please be brought to the notice of the Finance Department at once.

No.FD(R)VI-1/77 dated 29th November 1977

Subject:- **FIXATION OF PAY OF RETIRED GOVERNMENT SERVANTS RE-EMPLOYED IN THE GOVERNMENT OF PAKISTAN AND AUTONOMOUS BODIES.**

Reference to this Department's Notification of even number dated 1-9-1976 on the subject cited above and to clarify that the term " pay of the post" appearing in the last line of said Notification means.

- 1) in the case of a person already re-employed at the time of attaining the age of 60 years the actual pay being drawn by him in the scale concerned and";
- 2) in the case of a person to be re-employed afresh at or after the age of 60 years the pay normally admissible to him on re-employment in the pay scale concerned.

Pension will be admissible in addition to the pay as described.

No. FD(R)V/VII-8/71/72 Dated 15TH Dec: 1977

Subject:- **SIMPLIFICATION OF PROCEDURE REGARDING PENSION.**

A copy of the Office Memorandum No.F(1)Reg.(6)/77 dated 20th May,1978 from the Govt of Pakistan Finance Department is reproduced below:-

This Divisions Office Memorandum of even number dated the 24th February, 1977, on the subject noted above, and to say that the existing sub-para "k" of para 1 thereof may be substituted by the following:-

"(k)" Commutation. It should not be necessary to submit to medical examination if commutation is asked for within one year of the date of retirement. The pensioner should apply the Accounts Officer who would authorise payment, and a copy of the letter of authority issued to the D . A . O/T .O/Branch of National Bank will be endorsed.

In the case of issue of provisional pension, the commutation may be provisionally paid on the basis thereof, but when the pension is finally sanctioned the final payment order shall be substituted for the provisional payment order for the purpose of commutation and also for all other purposes. In the case of pre-mature retirement on medical grounds the requirement of medical examination shall not be waived. This decision shall take effect from 1.2.1977 notwithstanding the date given in para 3 below."

2, A new sub-para 1 (m) may be added after sub para (1) of that O.M:-

"(m) Gratuity, The gratuity equal to 25% of gross pension is payable if the pensioner applies for the same before the expiry of one month from the date of his retirement. If such a request is not made while submitting the pension papers to the pension sanctioning authority and, therefore, before the receipt of the pension case in the Accounts Office, the pensioner should apply direct to the Accounts Officer, within the prescribed time limit of one month from the date of his retirement, who would authorise payment without obtaining the orders of the pension sanctioning authority, but would inform him of the payment of gratuity so authorised"

No.FD(R)VII-I/78 Dated Quetta the 7th August. 78.

Subject:- **LIST OF DELAYED PENSION. GRATUITY & G.P.FUND CASES.**

In order to know the latest position/progress of the 'finalization of Pension, Gratuity & G.P.Fund cases of the retired Government servants, a revised and upto date list of such cases which are pending in your office/subordinate office and in the Audit office upto 30.6.1978,may kindly be furnished to this department/Comptroller Balochistan in the following proforma at the earliest:-

1. Name of the retired government servant.
2. Designation at the time of retirement.
3. Date of retirement.
4. No. and Date of the letter under which the case was referred to the Audit Office.
5. No. of cases pending in your office/subordinate with reasons for their delay.
6. Present stage of the case.
7. Reasons for the delay.

2. This may kindly be treated as Urgent.

No.FD(R)I-2/78 Quetta, the 2nd July,1978.

Subject: **LIST OF DELAYED PENSION, GRATUITY & G.P.FUND CASES.**

In order to know the latest position of the delayed pension/Gratuity & G.P. Fund cases of Government servants, a consolidated list of such cases pending in your office/Heads of the Attached Departments/subordinate offices and the office of the Comptroller, Balochistan upto 30.9.1978 may kindly be furnished to this department/Comptroller Balochistan at an early dated

2. It is further: added that the requisite lists which were sent to this department directly by some Heads of the Attached Departments subordinate offices, were not in order and complete .Hence it is requested that they may kindly be directed not to submit the requisite lists to this department direct, in future

NO.FD(R)I-2/78 dated the 31st October,1978.

Subject:- **SIMPLIFICATION OF PROCEDURE REGARDING PENSION.**

A copy of the Office Memorandum No.F5(1)Reg.(6)/77 dated 22nd May,1978 form the Government of Pakistan Finance Department is reproduced below:-

The Government has taken a number of steps to simplify pension procedure and has from time to time issued instructions towards the verification of service for pensionery purpose with a view to ensuring expeditious finalization of pension cases. It may be noted that verification is now done thrice:-

- (1) Once when government servant completes 10 years service;
- (2) Next, when he completes 25 years of service (i.e. in respect of 15 intervening years since last verification);
- (3) Finally in respect of the period after 25 years when he is actually due to retire.

2. In spite of a number of measures evolved by the Government, complaints for inordinate delay in the finalization of pension cases at various stages either at the level of Administrative Ministries/Divisions/Departments of the audit offices have been brought to the notice of this Division in quite a large number. However, from the large number of complaints received it seems delays occur for partly reasons or on account of deficiencies. In order to find out whether any difficulty in the implementation of the measures taken for simplification of pension procedure is being experienced; a team of officers of the Establishment Division (Public Administration Research Centre) visited Karachi, Sukker and Khairpur during February, March, 1978 who has reported as follow: -

" It was pointed out by the Camp Office of the AGPR that the documents received from the Ministries/ Divisions were still found to be incomplete in various respects. The service books generally had omissions on account of leave, increments, etc. Duplicate service books had already been maintained. This was stated to be owing to the reason that service books were not available in treasuries. It was also stated that objections raised by the Audit Office were not met with promptly, various entries were not generally linked and certificates were not completed. Family pension cases were not prepared in time and in some cases the delay extended upto two years. It was observed that in case containing complete details PPOs were generally issued within a period of one month or even earlier".

3 Ministries/Divisions/Departments are accordingly requested to ensure that service verification is done in accordance with the existing orders so that unnecessary delays do not occur in the finalization of pension cases. Towards this end, Ministries/ Divisions may issue instructions to their Attached Departments and subordinate offices to follow the prescribed procedure in all respects and obtain reports from them so that pension cases are processed expeditiously and hardship avoided to staff after retirement.

No.FD(R)VII-1/79 Dated Quetta the 18th March. 1979.

Subject:- **LIBERALIZED PENSION RULES FOR CIVIL SERVANTS.**

A copy of the Office Memorandum No.F.6(1)Reg.1/75 dated 14th January, 1979 form the Government of Pakistan Finance Department is reproduced below:-

Reference para 5 of this Division Office Memorandum No.F.6(1)-Rev.I/75

dated the 7th January, 1977, on the subject mentioned above and to state that a question has been raised whether a pensioner who does not opt to receive gratuity equal to 25% of gross pension, can commute upto 25% of gross pension only or whether commutation may be allowed upto 50% of gross pension as admissible under Civil Pensions (Commutation) Rules. It is clarified that in case a pensioner who does not opt to draw gratuity equal to 25% of his gross pension, he can commute upto 50% of the gross pension.

No.FD(R)VII-I/76 Dated Quetta. the 16th September. 1979.

NOTIFICATION

In exercise of the powers conferred by section 25 of the Balochistan Civil Servants Act 1974 the Governor of Balochistan is pleased to direct that in the West Pakistan Civil Services Pension Rules,1963, in their application to the Province of Balochistan the following amendment shall be made, namely:-

Rule 4.4(2) shall be substituted as under.

(1) "4.4(2) The term " average emoluments" of a Civil. Servant means the average of pay that he drew or would have drawn, had he not been on leave with leave salary or on Joining time or under suspension which is not adjudged as a penalty during the last twelve months of service. If during the last twelve months of his service a civil servant has been absent from duty, on leave without pay or has been under suspension as a kind of penalty, the periods so spent shall be disregarded in the calculation of the average emoluments and an equal period before the twelve months shall be included .

(2) This amendment shall apply to a civil servant retiring on or after 1st day of February.1979.

No.FD(R)VII-1179 Dated Quetta the 3rd June. 1979.

Subject:- **CALCULATION OF AVERAGE EMOLUMENTS.**

Reference to this Department's Notification of even number dated 3rd June 1979 on the subject mentioned and to say that the decision contained therein was intended to

be applicable in cases where the average calculated on that basis was more favorable than under the rules previously in force. It has accordingly been decided that in cases where the pay of a Government servant has reduced otherwise than as under the Government servants (Efficiency and Discipline) Rules, the average for the purpose of pension at the option of the pensionable calculated on the basis of the emoluments drawn or which would have been drawn during the last 3 years of service

No.FD(R)VII-1/79 Dated the 16th September 1979

Subject:, **LIBERALIZED PENSION RULES FOR CIVIL SERVANTS**

Reference to para 9 of this Departments endorsement of even No. dated 24.1.1977 on the subject mentioned above and to state that it has been decided that the families of those pensioners who retired within ten years preceding to 1st March,1972 will also be entitled to family pension for the un-expired portion of 10 years after the death of the pensioner.

No. FD(R)VII-1/80 Dated 23rd January,1980

NOTIFICATION

No.FD(R)VII-8-80:- Amendment "9.5(ii) (d)" made vide this Department's notification of even No. dated 1.9.1976 may please be read as " 9.5(ii) (a)

No.FD(R)VII-8-80:- Dated 7TH April 1980

Subject: **COMPLETION OF REVISED FORM 'A' AND 'B ' REGARDING NOMINATION FOR DEATH- CUM-RETIREMENT GRATUITY,PAY PENSION AND ALLOWANCE.**

The existing nominations obtainable in forms 'A' and 'B' from the Government servants under sub-para 2 & 3 t of rule 2 under 8ect1on-I '-Gratuity' below Annexure to Pension' Cum-Gratuity scheme,1954 do not provide for pension(including family pension) and pay and allowances which at times result in the delay in the finalization of pension cases. It has, therefore, been decided that the government servants may submit the nominations in the revised form 'A' and 'B' specimen of which are enclosed. The nominations in the prescribed forms may be communicated to the Audit Officer concerned in case of gazetted officers and to the Head of Office concerned in case of non-gazetted employees.

NOMINATION FOR DEATH- CUM-RETIREMENT GRATUITY,PAY PENSION AND ALLOWANCE.

From A

WITH THE GOVERNMENT SERVANT HAS A FAMILY AND WISHES TO NOMINATES ONE NUMBER THEREOF

I hereby nominate the person mentioned below who are members of my family and confer on them the right to receive to the extent specified below gratuity and the pension that may be sanctioned by the government and arrears of my pay and allowance due to me in the even of my death while in service and the right to receive gratuity pension and pay and allowance on my death which having become admissible to me on retirement may remain unpaid at my death.

Name & address of the nominee	& Relationship with the Govt servant	Age	Contingencies on the happening of which the nomination shall become invalid	on the happening of the the shall of the Govt: servants	Name and relationship of the person of any to whom the right conferred on the nominees shall pas in the event of the nominee predeceasing the Govt: servants
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Dated this _____ day of _____ 19____
at _____

Witnesses to signature

Signature of Govt servant

1. _____
2. _____

To be filled in by the Head of Office in the case of non gazetted Govt servants

Nomination by _____ Signature of Head of Offices _____ Designation _____
_____ Designation _____
Office _____ Date _____

Caution: This nomination has be cancelled at any time by ending a notice in writing to the appropriate authority along with a fresh nomination.

Subject:- **GRANT OF SPECIAL AD-HOC INCREASE IN PENSION TO CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

The question of grant of relief to all existing pensioners was under consideration of the government for some time past. The Governor Balochistan has been pleased to sanction with effect from 1st July, 1980, a special ad-hoc increase as under to all exiting civil pensioners of the provincial Government including those paid from the Defence Services Estimates:-

NPS	<u>Rs.F.M.</u>
1-10	40
11-16	70
17-18	100
19-20	150
21-22	200

2. The above categorization in respect of those civil servants who retired before the introduction of the National pay Scheme shall be determined in accordance with schedules to the pay Revision Rules 1972 and 1974(copies attached).

3. If a person is in receipt of more pensions than one the special ad-hoc increase will be admissible on only one pension.

4. The special ad-hoc increase will also be admissible on family pensions granted under the pension-cum-Gratuity scheme 1954/Liberalized pension Rules 1977 and/or the extraordinary pension Rules as well as on the compassionate Allowance sanctioned by the Government.

5. If the pension sanctioned by the government of Balochistan shared with any other government in accordance with the rules laid down in part IV of Appendix III to account Code Bol; I, the amount of the special ad-hoc increase will be apportioned between the Government of Balochistan and the other government(s) concerned on proportionate basis.

6. Commutation of any part of special ad-hoc increase will be admissible.

7. In the case of re-employment pensioners, the special ad-hoc increase sanctioned in this circular letter shall not be admissible to them during the period of their re-employment

SCHEDULE OF THE PAY REVISION RULES 1972 /1974 AS PER PARA 2

Subject:- **FURTHER LIBERALIZATION OF LIBERALIZED PENSION RULES FOR CIVIL SERVANTS**

Further liberalization of existing pensionary benefits has been under the consideration of government of Balochistan for some time past. It has now been decided that with effect from 1st July 1980 the amount of pension in excess of Rs.2000/- (instead of Rs.1000/-) shall be reduced by 50 per cent. Therefore, the figure of Rs.1000/- shall be substituted by the figure of Rs.2000/- referred to in para 3(a) of this Department's endorsement of even number dated the 24th January 1977 and in the Note below the Revised Pension Table at Annexure I thereof.

2. It has also been decided that where the enhancement of the cut off point to Rs.2000/- as mentioned in para 1 above results in no increase or an increase of less than Rs.40/- in the pension, it shall be so determined that a minimum benefit of Rs.40/- p.m is ensured.

No.FD(R)VII-1/80/1670-1749 dated 29th July 1980

Subject:- **REINSTATEMENT OF GOVERNMENT SERVANTS / CORPORATION EMPLOYEES UNDER MARTIAL LAW ORDER No.23.**

I am directed to invite your attention to Services and General Administration Department's endorsement No. 31--9/78--SOI (S&GAD) dated 26th August, 1978 under which the intervening period between the compulsory retirement and reinstatement under MLO-23 of the Government Servants has been treated as extraordinary leave with out pay. This decision did not provide the intended relief to those Government servants who although reinstated; could not join their posts because during the intervening period they had already attained the age of superannuation, In some cases the service qualifying for pension fell short of 30 years resulting in. the loss of pension to the individuals. The Governor of Balochistan, has therefore, been pleased to decide as a special case that the intervening period in such cases which has been treated as extra ordinary leave, shall be computed towards Qualifying service for the purpose of pension.

No.FD(R)II-24/80-2953-70 Dated Quetta the 8th December, 1980.

Subject:- **FURTHER LIBERALIZATION OF LIBERALIZED PENSION RULES FOR CIVIL SERVANTS**

Refer to this Department letter No.FD(R)VII-1/80 dated 29-7-1980 on the subject cited above and to say that the orders issued by this Department regarding special ad-hoc increase admissible to civil pensioners existing on or before 30.6.1980 have created certain anomalies viz; pension accruing after 30.6.1980 . In order o remove the anomalies the Governor of Balochistan has been please to decide that if the employees retiring after 1.7.1980 do not get a financial befit in pension equal to the ad-hoc increase sanctioned vide order No.FD(R)II-24/89 dated 29th July 1980 by the enhancement of the cut off point to Rs.2000/- such pensioners shall get ad-hoc increase with a minimum benefit of the amount of ad-hoc increase according to grades allowed to employees retired prior to 1.7.1980.

2. If the increase allowed under the orders of this Department letter NO.FD(R)II-24/80 dated 29.7.1980 read with present letter result in an increase loss than the special ad-hoc increase viz.

<u>National PAY Scale</u>	<u>Rupees per month</u>
1-10	40
11-16	70
17-18	100
19-20	150
21-22	200

In family pension extra ordinary family pension Disability Pension and Compassionate allowance accruing on or after 1.7.1980 they shall be so determined that minimum benefit equal to the special ad-hoc increase mentioned above is ensured.

No.FD(R)II-24/80/Pen: dated 18th December 1980.

Subject:- **GRANT OF PENSION TO GOVERNMENT SERVANTS RETIREDAFTER COMPLETION OF 25 YEARS SERVICE**

In pursuance of the President's directive on simplicity, austerity and economy it was decided that the cases of government servants who had completed 25 years service qualifying for pension and other retirement benefits on 31.12.79 should be reviewed and those who have out-lived their usefulness for retention in service for one reason or the other should be retired in terms of section 13 of the civil servants Act. 1974. In view of this the Governor of Balochistan has been pleased to decide that the Government servants who have

been retired as a result of above review of their service career, shall be granted full pension admissible after completion of 30 years of qualifying service even if the length of qualifying service in any such case falls short of 30 years provided that this concession will not be allowed to persons retired on grounds of reputation of corruption or living beyond their means or involvement in financial irregularities or persistent indifferent record.

2. The above concession will not be admissible in the case of government servants retired compulsorily after 31.12.80, but will be admissible to those who had proceeded on L.P.R. on or before 31.12.80 but actually retired from Government service after 31.12.80 on the expiry of L.P.R.

No.FD(R)VII-1/78/2573-2654 dated 9th July 1981

ORDER.

The Governor of Balochistan is pleased to sanction, w.e.f 1.7.1981, and until further orders, Additional ad-hoc Increase in pension @ 10% of pension subject to a maximum Rs. 200/-p.m: to pensioners of provincial Government, who retired upto the 30th June, 1981. This increase shall also be admissible to those Government servants who retire between 1st July, 1981 and 31st December, 1982 and will not be admissible to those retiring on or after 1st of January, 1983, For the purpose of admissibility of this additional ad-hoc increase the term 'pension' means gross pension (i.e pension before commutation and or surrender of 1/4th thereof) PLUS dearness/ad-hoc increases in pension sanctioned from time to time where admissible.

If a person; is in receipt of more pensions than one the Additional ad-hoc Increase will be admissible on only one pension.

The Additional ad-hoc Increase will also be admissible on family pension granted under the pension-cum-Gratuity scheme 1954/Liberalized pension Rules,1977 and on pensions sanctioned under the Extra ordinary Pension Rules as well as on the Compassionate allowance under the rules.

If the gross pension sanctioned by the provincial government is shared with any other Government in accordance with the rules laid down in part IV of appendix III to the accounts

Code. Vol. I the amount of the Additional ad-hoc Increase will be apportioned between the Government of Balochistan and other government (s) concerned on proportionate basis.

Commutation of any part of Additional ad-hoc Increase will not be permissible.

In the case of re-employed pensioners this additional ad-hoc increase shall not be admissible to them during the period of their re-employment.

No.FD(R)II-24/Pen: Dated 13th August 1981

Subject:- **SIMPLIFICATION OF PROCEDURES REGARDING PENSION**

This Department's endorsement of even number, dated 28.4.1977, on the subject noted above and to say that notwithstanding the various measures taken and orders/instructions issued from time to time for Simplifying the pension procedure it has been Observed that the expected improvement has not taken place to the extent desired, and the settlement of pension cases continues to be delayed. The question of carrying out further improvements in the existing procedure for prompt sanctioning of pension has been considered and following decisions have been taken.

(a) The following shall be treated as emoluments reckoning for pension under rules 4.4 (2) of the West Pakistan Civil Service Pension Rules.

- i) Pay as defined in FR 9 (21) (a) (i).
- ii) Senior Post Allowance
- iii) Special pay of all types and nature.
- iv) Personal Pay
- v) Technical Pay.
- vi) Dearness Allowance.
- vii) Increments accrued during leave Preparatory to Retirement
- viii) Any other emoluments which may be specially classed as pay.

b) **RULES REGARDING QUALIFYING SERVICE** . In partial modification of the existing rules it has been decided as follows

- i) Any interruption in the service of an officer entails forfeiture of his past service. The authorized leave of absence, suspension immediately followed by

reinstatement, and time occupied in transit from one appointment to another are not treated as interruptions for the purpose of qualifying service.

- ii) The authority who sanctions the pension may commute retrospectively periods of absence without leave into extraordinary leave.

VERIFICATION OF SERVICE AND (COMPLETION) OF ACCOUNT

- a. In order to deal with the existing outstanding pension cases, in which the entries relating to previous fixation of pay or verification of service are missing, it shall be incumbent upon the last audit and account officer, dealing with a pension case, to verify the same himself on the basis of the available record without referring the case to any other audit and account office.
- b. The verification of qualifying service of all government servants should be completed by the administrative and audit authorities concerned within 12 months of the issue of these orders, in accordance with the rules regarding; qualifying service.
- c. The salary accounts of the government servants, if not prepared so far, should be prepared immediately and completed within 12 months of the issue of these orders.
- d. The service record should be brought upto date to indicate qualifying service and the status of government servants, i.e. temporary, permanent' substantive ,as well as the name of the nominee for the purpose of gratuity. These entries will be considered as duly audited.
- e. After 12 months of the issue of these orders, the audit and account authorities should issue an up to date and qualifying service certificate to each government servan1 and, thereafter, such a certificate be reflected in the pay slip. The audit and accounts authorities should also give certificates that valid nomination papers regarding gratuity are held by them.

RECOVERY OF LEAVE SALARY AND PENSION CONTRIBUTIONS:

In the case of government servants on deputation to foreign service, within Pakistan nr abroad, the leave salary and pension contributions shall be paid by the foreign employers. In Case of non-payment of these contributions by the foreign employees in time, the matter will be taken up by the administrative authorities with the foreign employers concerned, but the finalisation of pension cases shall not be held up nor shall the qualifying service of the government servants concerned be reduced on that account.

In those cases of the government servants,' already on deputation to foreign service, where the leave salary and pension contributions and by the government servants themselves in accordance with their terms of deputation, and they fail to do so, the period of deputation will be considered as non-qualifying and a break in their service.

- (e) **ANTICIPATORY PENSION:** Administrative as well as audit and accounts authorities must exercise the power to sanction anticipatory pension, whenever required to

avoid any delay in the payment of pension.

- (f) NO DEMAND CERTIFICATE: The finalization of pension cases should not be held up for want of 'No Demand Certificate' from the Estate Office. However, the Head of department or office at least six months before the retirement of the government servants to bring the rent accounts up-to-date and. to notify the outstanding dues in respect of the last accommodation occupied by the government servant within 15 days of the date of his retirement. If any government dues are found to be outstanding against a pensioner within one year from the date of issue of the PPO the matter shall be referred to the Head of Department for orders, before any recoveries are actually affected from the pensioner. .
- (g) LAST PAY CERTIFICATE:- It shall be mandatory for the drawing and disbursing officers and audit and accounts authorities to issue last pay certificates within 15 days of the date of retirement of government servants.
- (h) RULES OF PROPORTION:- The Rule of Proportion and the other associated rules and accounting instructions shall continue to operate and the apportionment of pensionary liability between the various Departments and Federal/Provincial Government as the case may be, shall be made by the audit and Accounts Officer issuing the Pension Payment Order. Finalization of pension cases shall not be held upon this account. If there is any dispute with regard to the apportionment of pensionary liability the matter should be sorted out by the Audit and Accounts Officer involved.
- (i) COMPULSORY RETIREMENT OF GOVERNMENT SERVANTS:-
A Government savant compulsorily retired under the Government servants (Efficiency and Discipline Rules 1974 shall b e entitled to pension or gratuity as admissible under normal rules and the certificate of thoroughly satisfactory service will not be required in his case.

2. The existing rules shall be deemed to have been modified to the extent indicated above.

3. These orders hall take effect form 1st March 1981.

No.FD(R)VII-1/81Dated 15th October 1981.

Subject:- RECOVERY OF DUES FROM PENSIONERS.

It has been decided that Government may within one year from the date of issue of Pension Paper Orders recover any of its dues from the pension granted to a civil servant. No recovery will, however be made from the pensioner without the personal orders of the Head of the department declared as such under SR-2(10) and included in appendix No.

14 Vol-II of the compilation of the Fundamental Rules and Supplementary Rule as the case may be.

No.FD(R)VII-1/82-1338-1406 Dated Quetta the 6th May, 1982.

ORDER

The Governor of Balochistan has been pleased to sanction with effect from 1.7.1982 and until further orders a further Dearness Increase in pension @ 10% of pension subject to a maximum of Rs.200/- per month to pensioners of Provincial Government who retired upto 30-6-1982 as well as those who would retire after that date. For the purpose of admissibility of this dearness increase the term "Pension" means gross pension (i.e. pension before commutation and/or surrender of 1/4th thereof) plus dearness/ad-hoc increase in pension sanctioned from time to time, where admissible.

2. If a person is in receipt of more pensions than one, the Dearness Increase will be admissible on only one pension.

3. The Dearness Increase will also be admissible on family pension granted under the pension-cum-Gratuity Scheme, 1954/ Liberalized pension Rules, 1977 and on pensions sanctioned under the extra-ordinary pension Rules, as well as on the Compassionate Allowance under the rules.

4. If the gross pension sanctioned by the Government is shared with any other Government in accordance with the rules laid down in part IV of Appendix 111 to the Accounts code, Volume, I the amount of the Dearness Increases will be apportioned between the Balochistan Government and other Governments concerned on proportionate basis.

5. Commutation of any part of Dearness Increase will not be permissible.

6. In the case or re-employed pensioners, this Dearness Increase shall not be admissible to them during the period of their re-employment.

No.FD(R)II-24/82/Pen 2361-2445 Dated Quetta the 1st July, 1982.

Subject :- **GRANT OF DEARNESS INCREASE IN PENSION TO THE PROVINCIAL PENSIONERS**

The orders issued from time to time regarding grant of Dearness increase to pensioners of the Provincial Government, it has inter alia been provided that in the case of re-employed pensioners, the Dearness Increase shall not be admissible to them during the period of their re-employment. It is hereby clarified that the terms, "re-employed" and "re-employment" used in the above condition are applicable only to the retired Government servants themselves who have been re-employed after retirement in Government departments, including those re-employed in the Autonomous Organizations/ Nationalized Banks. The above condition does not apply to beneficiaries of Family Pensions, Dependant Pensions and Children Allowance, irrespective of whether they are employed in Government departmental Autonomous Organizations/Nationalized Banks.

NO. FD(R)II-24/82-pen-3746-3846 Dated Quetta the 16th October, 1982

Subject:- **FURTHER LIBERALISATION OF LIBERALIZED PENSION RULES FOR CIVIL SERVANTS.**

This Department letter No.FD(R)VII-I/80, dated 29th July, 1980, on the subject cited above and to state that a doubt exists in certain quarters as to whether the orders regarding enhancement of the cut off point from Rs.1000/- to Rs.2000/- entailing reduction of the amount of pension in excess of Rs.2000/- (instead of Rs.1000/-) by 50 percent are also applicable in the case of Government servants whose date of retirement fell on a date prior to 1st July, 1980. It is hereby clarified that the revised formula is applicable only to the Government Servants whose retirement took/ takes effect on or after the 1st July, 1980. The said orders, therefore, do not apply in the case of Government Servants who had retired prior to 1st July, 1980 and whose pension in excess of Rs.1000/- was reduced by 50 percent, as laid down in this Departments endorsement NO. FD(R)VII-I/765 dated 26th January, 1977.

NO.FD(R)VII-I/82-3852-3952: Dated Quetta the 24th October, 1982.

Subject:- **ADMISSIBILITY OF DEARNESS INCREASE TO CIVIL PENSIONERS (INCLUDING WIDOWS) WHO ARE IN RECEIPT OF MORE THAN ONE PENSION**

Reference to para 2 of this Department's Orders No.FD(R)II-24/Pen: dated 13-8-1981 and dated 1-7-1982, according to which the dearness increases sanctioned therein are admissible on only one pension in the case of a person who is in receipt of more pension than one. The position has been reviewed and it has been decided that if a person is in receipt of more than one pension, the dearness increases sanctioned in the aforesaid orders will be calculated on the aggregate of all his gross pensions subject to the of prescribed maximum of Rs .200/- laid down therein. These orders will have retrospective effect from 1-7-1981 and 1-7-1982 i.e. the date s of effect of the orders dated 13-8-1981 and 1-7-1982 respectively.

NO. FD(R)II-24/82-pen-187-290 Dated Quetta the 11h January 1983

Subject:- **COUNTING OF DEARNESS ALLOWANCE SANCTIONED WITH EFFECT FROM 1. 7. 82 TOWARDS RECKONABLE EMOLUMENTS FOR PENSION IN THE CASE OF THOSE GOVERNMENT SERVANTS WHO WERE ON LEAVE PREPARATORY TO RETIREMENT ON THAT DATE.**

A doubt has been expressed in certain quarters as to whether the-Dearness Allowance sanctioned with effect from 1.7.82 vide this Department's Order No. FD(R)II-24/S2-2191-2275, dated 1.7.82 will count as reckonable emoluments for pension in the case of those Government servants who were on leave preparatory to retirement. on that date, It is clarified that said Dearness Allowance will count as reckonable emoluments for pension under para 1 (a) (vi) of this Department's Circular letter of even number, dated 1-5.10.81, in the case of those Government servants who were on L.P.R. on 1.7.82 irrespective of the fact that these benefits have not actually been drawn by them with their leave salary.

NO. FD(R)VII»1/83-986~1086 Dated Quetta the 3rd March, 1983

Subject:- **RECOVERY OF DUES FROM PENSIONERS.**

It has been decided that Government may within one year from the date of issue of pension paper orders recover any of its dues from the pension granted to a civil servant. No recovery will, however be made from the pensioner without the personal orders of the Head of the department declared as such under SR-2 (10) and included in appendix No. 14 Vol-II of the compilation of the Fundamental Rule and supplementary Rule, as the case may be.

No. FD(R)VII/82 Dated Quetta the 6th May, 1983.

Subject:- **SIMPLIFICATION OF PROCEDURES REGARDING PENSIONS.**

Reverence para 1 (c) of this Department's letter of even number dated 15th October, 1981, on the subject cited above and to state that in order to complete the service record of the Government servants, the Comptroller Balochistan has suggested that all the departments should ensure that :

- i) nominations of gratuity of all employees (grade 1-15) are available in service books or personal files and certificate to this effect furnished to Finance Department.
- ii) the list of officers in Grade- 16 and above is supplied annually to Comptroller Balochistan alongwith nominations of gratuity..

2. It is requested that immediate instructions may please be issued to your subordinate offices as well, to comply with these instructions.

No.FD(R)VII-1/83/2326-2404 Dated 9th June 1983

Subject :- **CONDONATION OF DEFICIENCY IN QUALIFYING SERVICE FOR PENSION / GRATUITY.**

Reference Sub-para (2) and (3) of paragraph 10 of the former Government of West Pakistan, Finance Department Circular letter No. SO(SR-V)257/67, dated 27.4.1967 (

reproduced below for ready reference), containing orders regarding condonation of deficiency in qualifying service:

"10 (2) a deficiency of six months or less in the qualifying service of a Government servant shall be deemed to have been condoned;

(3) a deficiency of more than six months but less than a year, may be condoned by the competent authority if both the conditions mentioned below were satisfied :

a) If the Government servant dies while in service or retires under circumstances beyond his control such as on becoming invalid or on abolition of his permanent post and his eventual selection for discharge, and, but for such contingency, he would have completed another year of qualifying service; and

b) the service rendered by the Government servant was meritorious ".

2. Since under rule 2.3 of the West Pakistan Civil Services Pension Rules, in the case of Government servant borne on temporary establishment only more than five years continuous temporary service excluding broken period of temporary service if any rendered previously counts for the purpose of pension or gratuity, a doubt has been expressed in certain quarters whether the provisions of Sub-paras (2) & (3) of paragraph - 10 of the former Government of West Pakistan, Finance Department circular letter dated 27.4.1967 will also apply in the case of those Government servants who have rendered less than five years qualifying service at the time of retirement. It is clarified. for general information and guidance that since under paragraph 10 (2) of the aforesaid letter, a deficiency of six months or less shall be deemed to have been condoned automatically in the qualifying service of a Government servant, the benefit will not be admissible in a case, where service rendered by a Government servant does not by itself qualify for pension or gratuity under, the rules. The provisions of para 10 (2) of the letter dated 27.4.1967 would not, therefore, be applicable in the case of a temporary / officiating Government servant who has rendered less than five years service at the time of retirement.

3. The above clarification equally applies *mutandis* in regards to the application of the provision of paragraph 10 (3) of the letter referred to above

NO. FD(R)VII-1/83/2227-2325 Dated Quetta the 9th June, 1983

Subject:- **GRANT OF DEARNESS INCREASE IN PENSION TO PENSIONERS OF THE BALOCHISTAN GOVERNMENT**

The Government of Balochistan has been pleased to sanction, with effect from the 1st July, 1983, and until further orders, a further dearness increase in pension @ 10% of pension subject to a maximum of Rs.200/- per month to civil pensioners of the Balochistan Government who retired upto 30th June. For the purpose of admissibility of the increase sanctioned in this letter the term "pension" means gross pension(i.e. pension) before commutation and/or surrender of 1/4th thereof)plus dearness/ad-hoc increase in pension sanctioned from time to time, where admissible.

2. If a person is in receipt of more pensions than one, the dearness increase will be calculated on the aggregate of all his gross pensions subject to the prescribed maximum of Rs.200/- per month.

3. The dearness increase will also be admissible on family pension, Extraordinary and disability pension, and on the Compassionate allowance.

4. If the gross pension sanctioned by the Balochistan Government is shared with any other Government in accordance with the rules laid down in Part IV of Appendix 111 to the Account Code, Volume I, the amount of the Dearness Increase will be apportioned between this Provincial Government and the other Governments concerned on proportionate basis.

5. Commutation of any part of dearness increase will not be permissible.

6. In the case of re-employed pensioners, the dearness increase sanctioned in this letter shall not be admissible to them during the period of their re-employment.

7. The dearness increase in pension sanctioned vide this department's circular letter NO.FD(R)II-24/Pen , dated the 1st July, 1982 , was admissible to those Government servants who retired upto 30th June, 1982, as well as to those who would retire after that date. It has further been decided that the dearness increase sanctioned in the said circular letter of 1st July, 1982, will be admissible only to those who have retired upto 30th June, 1983.

No.FD(R)II-24/Pen-3281-2465 Dated 27th August,1983

Subject:- **FURTHER LIBERALIZATION OF LIBERALIZED PENSION
RULES FOR CIVIL SERVANTS -- CUT – OFF POINT**

According to the existing orders pension is calculated at the rate of 70 per cent of average emoluments on completion of 30 years qualifying service. Where qualifying service is less than 30 years but not less than 10 years, proportionate reduction in percentage is made. Any amount of pension in excess of Rs. 2000 is reduced by 50 per cent. It has now been decided that with effect from the 1st, July, 1983, the aforesaid cut-off point of Rs. 2000/- shall be further increased to Rs. 2500/- in the case of those Government servants who retired after the said date of 1-7-1983 or will retire after that date.

NO. FD(R)VII -1/83-3466 3555 dated Quetta the 27th August, 1983.

Subject:- **DEPUTATION OF GOVERNMENT SERVANTS PENSION CONTRIBUTION**

Reference this Departments letter No.FD(R)VI-5/83 dated 26th April, 1984 (Copy enclosed) on the subject cited above. It is stated that either the Departments have not supplied requisite information at all or the information supplied by them is incomplete, as there is no mention of the rate of pension contribution.

2 It is, therefore, requested that requisite information in the consolidated form on the prescribed proforma in respect of all the employees of your Department including your subordinate offices) who are on deputation to Autonomous and Semi Autonomous Organizations may please be supplied at an early date. The information may reach this department by the 3rd August at the latest. If no reply is received by 3rd August, it will be presumed a nil reply, from your department.

No.FD(R) VI-5/84-207-80 Dated 9th July 1984.

Subject: - **PAYMENT OF PENSION CONTRIBUTION FOR SERVICE RENDERED TO THE GOVERNMENT BY EMPLOYEES OF AUTONOMOUS/SEMI- AUTONOMOUS ORGANISATIONS.**

The case of Government servants sent on foreign service to autonomous /semi-autonomous organisations, pension contribution at the prescribed rate are recovered from those organisations for the period of their deputation. On the other hand there have been cases in which the Government has to acquire the services of certain employees of autonomous/semi-autonomous organisation for specified period. There have also been cases where the autonomous/semi-autonomous organisations had to acquire the services of some experienced hands from the Government, who later on were advised to resign from the Government service in order to become regular employees of the borrowing organisations concerned. The question as to how the period of service rendered under the Government in such cases would be treated for the purpose of grant of pension by the autonomous organisations concerned has been under the consideration of the Government for some time past. It has now been decided that such cases should be dealt with in the following manner: -

a). In the case of an employees of an autonomous/semi-autonomous organisations, who rendered service in a Government Department the concerned Department may make payment of pension contribution to the autonomous organisation concerned at the prescribed rates, subject to the following conditions: -

- i) The appointment of the individual concerned in the Government Department was made with the consent of the autonomous organisation and with the approval of the competent authority in the Government Department concerned in accordance with the normal procedure for making such appointments.
- ii. the regular employees of the autonomous organisation concerned are entitled under specific rules of the organisation for the purpose to the same benefits of pension are admissible to the civil employees concerned had rendered qualifying service for pension in his parent organisation before his appointment in the Government Department concerned.

- iii. The autonomous organisation concerned agrees to count the service of the individual concerned under Government Departments for the purpose of pension.

(b). In the case of Government servants who resigns from the public service to take up an appointment in an autonomous/semi-autonomous organization has its regular employee service in which counts for pension under the rules of that organization, his resignation may not treated as resignation of the public service in terms of rule 2.11 of the West Pakistan Civil Service Rules and the autonomous organization concerned may count Government service of such an employee for the purpose and accept the full pensionery liability; the Government Department concerned may however pay pension contributions to the organization concerned at the prescribed rates in respect of the Government service rendered by the said employee. This will be subject to the following conditions: -

- i) The application for appointment to the relevant post in the autonomous organization concerned was made by the Government servant concerned through proper channel, or it was with the concerned of the consent competent authority in the Government Department concerned that the new appointment in the autonomous organization concerned was taken up.

- ii) The Government servant concerned had, while tendering resignation from the public service, stated clearly that he was doing so to take up another appointment in the autonomous organization concerned. This should be supported by his letter of resignation and its acceptance by the competent authority.

- iii) The service rendered by the Government servant concerned in the previous Government Department was pension able.

(c) Pension contribution will be made at the rates prescribed in this Department's letter No.FD(R)VI-5/82, Dated 23-12-1982. These orders will be effective from the date issue.

They will also cover, subject to the conditions specified in para 3 above, past

cases of those employees of autonomous/semi-autonomous organization who had rendered services in a Government Department and have not proceeded on retirement before the date of issue of this letter.

No.FD(R)VI-5/85-931-1030 Dated Quetta, the 21st February, 1985.

Subject- RESTORATION OF COMMUTED PORTION OF PENSION

The existing rules, a pensioner on his option can get his pension commuted upto a maximum of 50 %0 In such cases Government pays commuted value of such portion of pension for a number of years according to age next birth day after retirement as shown in the commutation table. The Government of Balochistan has been pleased to' decide that commuted portion of pension to the extent of 1/4-th of gross pension, shall be restored with effect from 1.7.1985 in the case of such pensioners who have already completed the number of years for which commuted value of pension was paid. The 1/4th commuted portion of pension shall also be restored in the case of those retiring in future on completion of the number of years for which commuted value is paid.

2. In restoring the commuted portion of pension, fraction of a year shown in the commutation table which is less than six months will be ignored and that of six months and more will count as one year.

3. No arrears on account of restoration of commuted portion of pension will be payable in those cases in which the number of years paid for had been completed before 1-7-1985

No.FD(R)VII-1/85 Dated Quetta the 28th July, 1985

Subject:- INDEXATION OF PENSION TO CIVIL PENSIONERS
OF THE PROVINCIAL GOVERNMENT.

The Government of Balochistan has been pleased to direct that all the existing pensioners of the provincial Government as well as those who shall retire hereafter shall be indexed in relation to the cost of living. Under this arrangement the pension admissible at any

time will be the pension due under the normal rules multiplied by the index applicable from time to time.

2. For the fiscal year 1985-86 the index will be as follows :-

(a) Pensioners drawing pension upto Rs.1500/- per month.	1.135
(b) Pensioners drawing pension of more than Rs.1500/-p.m.	1.100

provided that a pensioner falling in category (b) will not be allowed less pension than Rs.1703/-

3. For the purpose of indexation the term "pension" means gross pension i.e. pension before commutation and or surrender of 1/4th thereof including any dearness/ad-hoc increase in pension sanctioned from time to time in the past and additional amount of pension due to cut off points referred to in this department's circular letter No.FD(R)VIII-1/85-3662-3760, dated the 28th July, 1985, which was sanctioned before 1.1.1986.

4. If a person is in receipt of more pensions than one, the pensioners will be aggregated for the purpose of these orders.

5. Family pensions granted under the west. Pakistan Civil Services Pension Rules, 1963 as amended from time to time will also be indexed in the same manner as indicated above.

No.FD(R)II-24/85/Pen:/3761-3860 Dated 28th July 1985

Subject:- **PAYMENT OF GRATUITY IN ADDITION TO CONTRIBUTION PROVIDENT FUND**

The position in Balochistan will regard to payment of gratuity and C.F.F in autonomous bodies is as under:-

1. Balochistan Development Authority

Gratuity and C.P.F are allowed to its employees on quitting service under B.DA. employees service rules, 1974. The rate for C.P.F is 10%

2 Quetta Development authority

Gratuity not paid in addition to C.P.F. The rate of C.P.F is 10% of the pay. However for employees in B.P.S 1 to 4 it is 7.5% (option)

3. Board of intermediate & secondary education

No gratuity is paid to the staff. The rate C.P F is 10%

4) Balochistan text book board.

C.P.F scheme not yet been introduced

No.FD(R)III-40/85-4273. Dated 25th August.1985

Subject:- **INDEXATION OF PENSION OF CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

Reference to this department's letter of even No. dated the 28th July, 1985 on the subjected cited above and to clarify that the benefit of indexation will also be admissible to the re-employed pensioners in addition to the benefit of indexation on their pay.

2. The dearness increases sanctioned to the pensioners in the year, 1980,1981,1982 and 1983 may be taken into account presumptively for working out the indexed amount of pension of re-employed pensioners as illustrated below:- a) Gross Pension

	Rs.2,000/-
b) Dearness increase form 1.7.1980	Rs.150/-
c) Dearness increase form 1.7.1981	Rs.200/-
d) Dearness increase form 1.7.1982	Rs.200/-
e) Dearness increase form 1.7.1981	<u>Rs.200/-</u>
Total:-	<u>Rs.2,750/-</u>
f) Add indexation on pension @ 10%	Rs.275/-
g) Less the 50% of gross pension surrendered for gratuity and for commutation.	Rs.3,025/-
h) Indexed pension admissible from 1.7.1985	Rs.1,000/-
i) Less darkness increase at (b) to (e) above	Rs.750/-
j) Net Indexed pension admissible to re-employed pensioners	Rs.1,275/-

3. The dearness increases referred to at (b) to (e) above will be restored to the pensioners with effect from the date when they are no more in re-employment.

4. In cases of re-employment/induction where pay has been allowed equal to the pay last drawn minus pension, the amount of pension which used to be deducted from pay prior to indexation of pension will continue to be deducted,

NO.FD(R)II-24/86-Index: -1683-1762 Dated Quetta the 30th April, 1986.

Subject:- **CONDONATION OF DEFICIENCY IN QUALIFYING SERVICE FOR PENSION/GRATUITY**

Reference Department's letter No.FD (R)VII-1/8 3-2227-2325, dated the 9th June, 1983 on the subject cited above and to state that it was clarified therein that the benefit of condonation of deficiency in qualifying service of a Government servant in terms of sub paras (2) and (3) of letter No.SO(SR)V-257/67, dated 27th April, 1967, will not be admissible in a case where service rendered by a Government servant does not by itself qualify for PENSION OR GRATUITY under the rules .

2. A doubt has still been expressed in certain quarters whether the said clarification applies also in cases of death while in service or retirement on superannuation or on invalidation on medical grounds for purposes of grant of pension/gratuity. It is hereby clarified that the clarification, referred to in para 1 above equally applies for the purposes of grant of pension/gratuity in cases of death while in service or retirement on superannuation, or on invalidation on medical grounds. In other words, the benefit of condonation of deficiency in qualifying service not admissible in any case where service rendered by a Government servant does not by itself qualify for pension or gratuity under the prescribed rules.

NO.FD(R)VII-1/86- 2359-2439. Dated Quetta the 16th June, 1986

Subject :- **GRANT OP FAMILY PENSION TO THE WIDOWS OP THOSE GOVERNMENT SERVANTS WHO RETIRED BEFORE 14.10.1955 WHO DID NOT OPT FOR THE PENSION CUM GRATUITY SCHEME OF 1933.**

This Department's circular letters No.FD(R)VII-1/85-568-650, dated the 7th February, 1985, No.FD(R)VII-1/86 2066-2151 dated the 3rd June, 1986, on the subject cited above and to state that orders contained therein do not cover the widows of following

categories of the Government servants :-

- a. Who had retired before 14.10.1955 i.e. before the pension-cum-gratuity scheme was introduced and.
- b. who did not opt for the pension-cum-gratuity scheme and whose pension was sanctioned under the rules in force prior to 14.10.1955.

2. The Governor of the' Balochistan has been pleased to decide that such widows may also be paid family pension for life at 50% of the pension (net or gross, as the case may be) with effect from 1.7.1983 without any arrears.

3. The other instructions on the subject will continue to be in force as existed prior to 1st July, 1983.

NO.FD(R) VII-1/86-/2440-2520. Dated Quetta the 17th June, 1986.

Subject :- **INDEXATION .OF PENSION OF THOSE WHO RETIRED DURING THE PERIOD FORM 1.1.1986 TO 30.6.1986**

Under this department's letter No.FD(R)II-24/85-Pen/3761-3860 dated 28.7.1985 benefit of indexation on pension was admissible to those Provincial Government servants who retired during the period from 1.7.1985 to 31.12.1985 at the following rates :-

- | | | |
|-----|--|---------------------|
| (a) | Pensioners drawing pension upto | 1.135 Rs.1500/-p.m. |
| (b) | Pensioners drawing pension of than Rs.1500/- p.m | 1.100 |

provided that a pensioner falling in category (b) above was not to be allowed less pension than Rs.1703/-

2. The stoppage of the benefit of indexation referred to in para (I) above as from 1.1.1966 resulted in financial hardship to those who retired during the period from 1.1.1986 to 30.6.1986. The Government of Balochistan has, therefore, decided that the employees who retired during the said period from 1.1.1986 to 30.6.1986 shs11 be allowed the benefit of indexation at the following rates :-

- | | | |
|-----|---|----|
| (a) | Pensioners drawing pension upto Rs.1500/- p.m | 4% |
| (b) | Pensioners drawing pension of more than Rs.1500/- p.m | 3% |

OR

they would be allowed the same amount of pension inclusive of the benefit of indexation as

sanctioned vide this department's circular letter No.FD(R)II-24/86-2508-2608 dated 30-7-1986 would have been admissible to them had they retired on 31.12.1985, if it would be more beneficial to them.

No.FD(R)VII-1/86-2986-5066. Dated 30th July .1986

Subject:- **BENEFIT FOR EXTRA YEARS OF SERVICE AFTER COMPLETION OF 30 YEARS**

Under the existing rules a civil servant is entitled to full pension on completion of 30 years qualifying service. In order to provide additional benefit to those civil servants who serve beyond 30 years of service the Government of Balochistan has decided that a civil servant who shall retire on or after 1.7.1986 shall be allowed benefit to the extent of 2% of his gross pension for each extra year of service put in by him beyond 30 years qualifying service subject to a maximum of 10% of his gross pension.

NO.FD(R)VII-1/86-3067-3147 Dated Quetta the 3rd August 1986.

Subject:- **REVISION OF RATES OF COMMUTATION**

Under the existing rules a pensioner is eligible to commute .at .his option 50% of his gross pension. He has also the option to draw 10% amount of gross pension as gratuity and fifth amount thereof as commutation. The Government of Balochistan as decided that w.e.f. 1. 7.1986 gratuity shall be abolished together. Commutations upto 50% of gross pension shall however, continue to be admissible at the option of a pensioner .

2. It has further been decided to replace the existing Commutation Table by the new Commutation Table as annexed to this circular letter.

3. Under the existing rules, if a civil servant dies while in service, gratuity in lieu of one-fourth of the gross pension is allowed. In such cases, the rate of gratuity as from 1.7.1986 will be determined on the basis of age next birthday of the deceased civil servant in accordance with the new Commutation Table referred to above.

Age next birthday	Number of years Purchase	Age next Birthday	Number of Years purchase
20	50.6304	50	22.8911
21	49.6676	51	22.0658
22	48.7066	52	21.2563
23	47.7467	53	20.4638
24	46.7884	54	19.6896
25	45.8314	55	18.9548
26	44.8758	56	18.2002
27	43.9215	57	17.4860
28	42.9688	58	16.7925
29	42.0179	59	16.1191
30	41.0089	60	15.4649
31	40.1218	61	14.8290
32	39.1767	62	14.2105
33	38.2336	63	13.6090
34	37.2929	64	13.0239
35	36.3551	65	12.4549
36	35.4203	66	11.9017
37	34.4888	67	11.3643
38	33.5605	68	10.8428
39	32.6361	69	10.3371
40	31.7160	70	9.8472
41	30.8007	71	9.3729
42	29.8907	72	8.9142
43	28.9800	73	8.4708
44	28.0891	74	8.0427
45	27.1990	75	7.6299
46	26.3172	76	7.2302
47	25.4444	77	6.8496
48	24.5816	78	6.4818
49	23.7301	79	6.1287
		80	5.7901

No.FD(R)VII-1/86-3148-3228 Dated 3rd August 1986

Subject: - **RATE OF COMMUTATION ON RETIREMENT OF PROVINCIAL GOVERNMENT SERVANTS ON 60 YEARS OF AGE:**

Under the existing rules a Provincial Government servant can apply for commutation before the age of sixty years but he is allowed the commuted value at the rate prescribed for 61 years of age under the Commutation Table. The Government of Balochistan has decided that a Provincial Government employee retiring on or after 1-7-1986 after attaining the age of 60 years shall be allowed commuted value of pension as applicable at the age of 60 years instead of at the age of 61 years if he applies for commutation while in service.

2. In all other cases the commuted value of pension shall continue to be admissible under the formula of "age" next birthday' as heretofore.

No.FD(R)VII-1/86-2905/85 Dated Quetta, the 4th August, 1986.

Subject: - **RESTORATION OF 1/4TH AMOUNT OF GROSS PENSION SURRENDERED COMPULSORILY IN LIEU OF GRATUITY UNDER THE PENSION-CUM-GRATUITY SCHEME, 1954.**

Under the existing rules a pensioner is eligible to commute at his option 50% of his gross pension. He has also the option to draw 1/4th amount of gross pension as gratuity and 1/4th thereof as commutation. Under this department's circular letter No. FD(R)VII-1/85/3861-3960, dated 28th July, 1985, 1/4th amount of commutation was restored to the pensioners out-living the period of commutation. The Government of Balochistan has now decided that pensioners who availed the benefit of gratuity only and had not drawn commutation shall also be restored the amount of gratuity (1/4th of gross pension) only as and when they out-live the period for which the gratuity was paid.

2. In restoring the amount of gratuity, the rate of gratuity would be divided by 12 to arrive at the period of gratuity. For instance if a pensioner had received gratuity at the rate of Rs.160, his period of gratuity would work out to 13.33.

3. While restoring the amount of gratuity, fraction of a year which is less than 6 months will be ignored and that of 6 months and more will count as one year.

4. No arrears on account of restoration of the amount of gratuity will be payable in any case for the period prior to 1-7-1986 due to the completion of the period for which gratuity was paid.

No.FD(R)VII-1/85/3262-3362 Dated Quetta, the 7th August,1986.

Subject: - **CALCULATION OF PENSION ON LAST PAY/EMOLUMENTS DRAWN.**

Under the existing rules, pension is calculated on the average emoluments drawn during the last 36/12 months of service. The Government of Balochistan has decided that w.e.f. 1-7-1986 the pension of a Provincial Government servant who shall retire on or after this date shall be calculated at the existing rate on last pay/emoluments as admissible prior to the issue of this circular letter.

2. It is clarified that "Special Pay" sanctioned to a person for holding current

charges of the equivalent post shall not be included in the last pay drawn. Such special pay drawn will be divided by 12 months for ascertaining the average. This average will be included in the pay last drawn for calculation of pension.

3. The existing employees shall have the option to have their pension calculated either on the basis of last pay/emoluments drawn or on 12 months average emoluments whichever is more beneficial to them. No option will, however, be available to persons entering service on or after 1-7-1986 and in their case pension shall be calculated at the prescribed rate on last pay/emoluments drawn.

No.FD(R)VII-1/86-3364-3462 Dated Quetta, the 7th August, 1986.

Subject: - **PENSIONERY BENEFITS TO THE WORK CHARGED EMPLOYEES BROUGHT ON TO REGULAR FOOTING FOR THE SERVICES RENDERED BY THEM BEFORE REGULARIZATION.**

The Governor of Balochistan has been pleased to allow pensionery benefits to the work charges employees for the continuous service rendered by them prior to their being brought on regular footing as under: -

- i. Continuous service rendered from 1-10-1957 shall qualify pension in full and
- ii. Continuous services rendered before 1-10-1957 shall count in half.

No.FD(R)VII-41/86-4282-300 Dated Quetta the 28th August, 1986.

Subject: - **REVISION OF RATES OF COMMUTATION**

This Department's circular letter No. FD(R)VII-1/86-3148-3228, Dated the 3rd August, 1986, on the subject cited above and to say that a question has been raised whether the commutation value of pension in case of those who have retired before 1-7-1986 will be determined in accordance with the old Commutation Table even if such retired civil servants apply Rule 7 of the Civil Pensioners (Commutation) Rules is reproduced below: -

“The lump sum payable on commutation shall be calculated in accordance with a table or tables of present values prescribed by the President. For the purpose of

this rule, the age in the case of impaired lives shall be assumed to be such age, not being less than the actual age, as the certifying medical authority may direct. In the event of the table of present values applicable to an applicant having been modified between the date of administrative sanction to commutation and the date on which commutation is due to become absolute, payment shall be made in accordance with the modified table but it shall be open to the applicant if the modified table is less favorable to him than that previously in force to withdraw his application by notice in writing dispatched within 14 days of the date on which he receives notice of the modification.”

2. According to the above rule, if the Commutation Table is modified between the date of administrative sanction of commutation and the date on which commutation is due to become absolute, the payment shall be made in accordance with the modified Table. In the context of circular letter referred to in para 1 above, therefore, it clarified that where a civil servant who had retired before 1-7-1986 applies for commutation after this date, the commuted value in that case will be determined in accordance with the modified Table as per rule 7 cited in para 1 above. However the cases of Commutation Table will not be reopened.

No.FD(R)VII-1/87/503-600 Dated Quetta the 28th January, 1987

Subject: - **GRANT OF DEARNESS INCREASE IN PENSION TO PENSIONERS OF THE BALOCHISTAN GOVERNMENT.**

This Department's letter No.FD(R)II-24/Pen./3381-3465, dated the 27th August, 1983 on the subject cited above and to say that the dearness increase sanctioned by the Government of Balochistan under the said letter, was admissible only to those who had retired upto 30-6-1983. Thus the pensioners who retired between the period from 1-7-1986 to 30-6-1984 were not allowed the benefit of any dearness increase in their pension. It has now been decided that the amount of pension who retired during the said period viz from 1-7-1983 to 30-6-1984 would be so calculated and determined that the amount of their pension including above dearness increases would not be less than those who had retired on or before 30-6-1983. While recalculating their pension, only those reckonable emoluments which they had drawn on or

before 30-6-1983 would be taken into account thereby adjusting the excess amount of pension and gratuity/commutation drawn after 1-7-1983 on higher emoluments.

No.FD(R)II-24/87/PEN:/-607-700. Dated Quetta the 1st February, 1987.

Subject: - **PENSION BENEFITS TO CONTINGENT PAID EMPLOYEES BROUGHT ON TO REGULAR FOOTING FOR THE SERVICE RENDERED BY THEM BEFORE REGULARIZATION.**

Government of Balochistan has decided to allow pensionary benefits to the contingent paid employees for the continuous service rendered by them prior to their being brought on regular footing as under: -

- 1) Continuous service rendered from 1-10-1957 shall qualify for pension in full; and
- 2) Continuous service rendered before 1-10-1957 shall in half.

NO.FD (R) III-28/87/2806-2900 Dated Quetta the 20th May, 1987.

Subject: - **INDEXATION OF PENSION TO THE CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

The Government of Balochistan has decided that with effect from 1st July, 1987 the pension of all the existing pensioners who have retired between 1-7-1986 and 30.6.1907, would be indexed at the rate of 4% of Gross Pension. Those who have retired earlier will continue to draw the indexation already allowed to them in addition to the indexation now being allowed.

2. For the purpose of indexation the term 'pension' means gross pension i.e. pension before commutation and/or surrender of 1/4th thereof including any dearness/ad-hoc increases in pension sanctioned from time to time in the past.

3. If a person is in receipt of more pensions than one, the pension will be aggregated for the purpose of these orders.

4. The indexation will also be admissible on the net amount of family pensions

granted under the Pension—Cum-Gratuity Scheme, 1954/Liberalized Pension Rules 1977 and pensions sanctioned under the West Pakistan Civil Servants (Extraordinary) Pension Rules, as well as on the compassionate allowance plus dearness/ad-hoc increases sanctioned in the past and where admissible.

5. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules laid down in part IV of Appendix to the Account Code (Vol.I) the amount of the index will be apportioned between the Governments concerned on proportionate basis.

6. Commutation of any part of the indexed amount will not be permissible.

7. The benefit of indexation of pensions sanctioned in this letter will also be admissible to those pensioners of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15-8-1947 and are not entitled to, or are not in receipt of pension increases under the British Government's Pension (increases) Acts. The payment will be made at the existing official rate exchange.

NO.FD(R) II-24/87/Index/1534-1634 Dated Quetta the 7th July, 1987.

Subject: - **GRANT OF PENSIONERY BENEFITS TO THE SURPLUS STAFF OF THE DEFUNCT WPSIC WHO WERE LATER ON ABSORBED IN GOVERNMENT SERVICE.**

The Government of Balochistan has decided to allow pensionery benefits to the employees of defunct W.P.S.I.C who have rendered surplus as a result of dissolution of W.P.S.I.C in 1972, for the continuous service rendered by them prior to the absorption under Government subject to the following conditions: -

- i) Continuous service rendered from 1.10.1957 shall qualify for pension in full and the continuous service rendered before that date shall count in half.
- ii) The amount of pension and / or gratuity already drawn by such employees will be adjusted while making payment of pension / gratuity under the Pension Rules.

NO.FD (R) III-35/87/Ind:/7147-97Dated Quetta the 28th December, 1987

Subject: - **GRANT OF DEARNESS INCREASE IN PENSION TO PENSIONERS OF THE BALOCHISTAN GOVERNMENT.**

This department's circular letter No.FD(R)II-24/87/PEN:/607-700, dated 1st February, 1987 on the subject cited above and to that it has been decided that the last sentence in para 1 of the said letter commencing from the word 'while' and ending with the word 'Emoluments' shall be deleted, *ab-initio*.

NO.FD (R) II-24/87/PEN/ Dated Quetta the 8th June, 1988.

Subject: - **INDEXATION OF PENSION.**

The Provincial Government have been pleased to decide that with effect from 1st July, 1988, the pension of all existing civil pensioners who have retired upto 30-6-1988, would be indexed at the rate of 7% of gross pension.

2. If a person is in receipt of more pensions than one, the pensions will be aggregated for the purpose of these orders.

3. For the purpose of indexation the term 'pension' would mean gross pension before commutation and/or surrender of 1/4 thereof plus and dearness/ad-hoc increases in pension sanctioned from time to time in the past.

4. The indexation at the rate of 7% would also be admissible on the net amount of family pensions granted under the Pension-Cum-Gratuity Scheme 1954, West Pakistan Civil Services Pension Rules, 1963/Liberalized Pension Rules, 1977 as well as on the compassionate allowance under rule 1.9 of the West Pakistan Civil Services Pension Rules plus dearness/ad-hoc increases sanctioned in the past and where admissible.

5. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules laid down in part-IV of Appendix III to

the Account Code (Vol-I) the amount of the indexation will be apportioned between the Government concerned on proportionate basis.

6. Commutation of any part of indexation amount will not be permissible.

7. The benefit of indexation of pensions sanctioned in this letter will also be admissible to those Civil Pensioners of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15-8-1947 and are not entitled to, or are not in receipt of pension increases under the British Government's Pension (Increases) Act. The payment will be made at the existing rate of exchange.

NO.FD (R) II-24/88/Index:/3591-3690 Dated Quetta the 8th Sep: 1988.

NOTIFICATION.

In exercise of the powers conferred by section 25 of the Balochistan Civil Servants Act, 1974, the Government of Balochistan is pleased to make the following rules, namely:-

CHAPTER-I (GENERAL)

1.1 **Short title.** These rules may be called the Balochistan Civil Servants Pension Rules, 1989,

1.2 **Commencement.** They shall come into force at once.

1.3 **Extent of application.** Unless in any case it may be otherwise expressly provided these rules shall apply to-

- i) all Government servants under the rule making control of the Government of Balochistan.
- ii) all pensioners who retired from Government service before the date of publication of these rules, if they opt to be governed by these rules.

1.4 **Option.** Government servants and pensioners mentioned in rule 1.3 may exercise option either to opt the West Pakistan Civil Services Pension Rules, 1963, read with Liberalized Pension Rules or the Balochistan Civil Servants Pension Rules, 1989 within a period of six months from the date of publication of these rules in the Balochistan Gazette. The option shall be communicated in writing to the Accounts Officer concerned as well as the Appointing Authority in the case of officer in B-16 and above and retired officers in B-16 and above and to the appointing authority in the case of officials/retired Government servants

of B-1 to 15 and the option once so exercised shall be final. Government servants who fail to exercise option within the stipulated period shall be assumed to have opted for the Balochistan Civil Servants Pension Rules, 1989.

Note: - The Accounts Officer should acknowledge the receipt of option communicated to him by the officers in BPS-16 and above.

1.5 These rules shall not apply to:-

- (i) Government servants paid from contingencies or borne on work charged establishment;
- (ii) Government servants engaged on contract which contains no stipulation for pension under these rules;
- (iii) any person for whose appointment and condition of service special provision is made by or under any law for the time being in force;
- (iv) any Government servant or class of Government servants who may be excluded by a competent authority from the application of these rules;
- (v) any Government servant who holds a post which has been declared by a competent authority to be non-pensionable;
- (vi) any person whose whole time is not retained for the public service but is merely paid for work done, such as Government Pleaders who may not be debarred from private practice;
- (vii) any person who is not paid from the provincial consolidated fund, but is paid from a fund held by Government as a Trustee, or from a local und or is remunerated by fees for the grant of a tenure of land or of any other source of revenue or of a right to collect money.

1.6 Definitions. (i) Unless expressly specified in these rules, terms defined in the Balochistan Traveling Allowance, Rules 1986, will have the same meaning when used in these rules.

(ii) Pension Except when the term 'pension' is used in contradiction to gratuity, pension includes gratuity.

(iii) Ordinary Pension. Ordinary Pension means Pension other than Extra Ordinary pension.

(iv) Full Pension. Full Pension means the amount of ordinary pension admissible including 1/4th of the surrendered portion of the pension.

1.7 In any case where pension or gratuity is not admissible under these rules, the competent authority may grant a pension which will not save in most exceptional cases/ circumstances, exceed Rs.250/- a month or a gratuity not exceeding the equivalent value of that amount; Provided that the general spirit the rules is observed.

1.8 Good conduct is an implied condition of every kind of pension. Government may withhold or withdraw a pension or any part of it, if the pensioner be convicted of moral turpitude or be found to have been guilty of grave misconduct either during or after the completion of his service.

Provided, that, before any order to this effect is issued the procedure regarding imposition of the penalty of removal from service shall be followed.

(b) Government reserve to themselves the right of recovery from the pension of a Government pensioner on account of losses found in judicial or departmental proceedings to have been caused to Government by the negligence or fraud of such Government pensioner during his service.

Provided that such departmental proceedings shall not be instituted after more than a year from the date of retirement of the Government pensioner

(c) In case the amount of pension granted to a Government servant be afterwards found to be in excess of that to which he is entitled under the rules, he shall be called upon to refund such excess.

1.9 No pension may be granted to a Government servant dismissed or removed for misconduct, corruption, subversive activities or inefficiency, but, if he deserves special consideration he, may be granted a compassionate allowance not exceeding 2/3rd of the pension which would have been admissible to him if he had retired on invalid pension.

1.10 Relaxation. Any of these rules may for reasons to be recorded in writing be relaxed in individual cases by a competent authority, if it is satisfied that a strict application of the rules would cause undue hardship to the individual concerned.

CHAPTER II SERVICE QUALIFYING FOR PENSION

2.1. Condition of qualifications. The service of a Government servant does not qualify for pension unless it conforms to the following three conditions: -

- (i) The service must be under Government,
- (ii) The service must not be non-pension-able.
- (iii) The service must be paid by Government from the Provincial Consolidated Fund.

Note:-For the previous service of displaced Government servants who qualifies pension see Chapter VII.

2.2 Beginning of service. Subject to any special rules, the service of a Government servant begins to qualify for pension when he takes over charge of the post to which he is first appointed.

2.3 Temporary and officiating service. Temporary and officiating service shall count for pension as indicated below:-

- (i) Government servants borne on temporary establishment who have rendered more than five years continuous temporary service shall count such service for the purpose of pension or gratuity ;and
- (ii) temporary and officiating service followed by confirmation shall also count for pension or gratuity.

2.4 Service in a temporary post on abolition of a permanent post

If a permanent post, on which a Government servant holds a lien, is abolished under circumstances entitling him to get a compensation pension or gratuity, his service thereafter in a temporary post under Government qualifies for pension.

2.5 Apprentices and probationers:

(1) One-half of the period of apprenticeship qualifies for pension.

(2) The service of a probationer who is subsequently confirmed, in a permanent post without interruption qualifies for pension.

2.6 Training. The time spent by a Government servant in approved training shall count as service qualifying for pension.

Note .--The period of training before actual appointment of Government service shall not count for pension.

Comments:- Owing to Rule 2.6 of these rules, period of approved training during the service career of the Government servant and other period of absence treated as duty by Government count towards pension. Necessary entry to this effect is to be made in the service book of the non-gazetted Government servant and in the personal file of the gazetted Government servant maintained in the Audit Office.

2.7 Leave. All leaves (other than extra-ordinary leave) counts a qualifying service for purposes of pension.

2.8 Military Service. Military pension-able service (rendered after attaining the age of 18 years) which terminates before a pension has been earned in respect of it, when followed by civil pension-able service, counts as part of such service, provided that bonus or gratuity received in lieu of pension on or since discharge from military service shall be refunded in lump sum or in monthly installments not exceeding 36. The military service of the individual

concerned and the amount of gratuity paid to him should be verified by reference to the Controller of Military Accounts.

2.9 **Deputation.** Time spent by a Government servant, holding pension-able post on deputation to (1) another Government, (2) foreign service, (3) service in a temporary or non-pensionable post under Government counts for pension as it were a time spent under the Government.

2.10 **Suspension.** (1) If a Government servant is suspended from service pending enquiry into his conduct, the period of suspension counts for pension if it is immediately followed by re-instatement, unless the Government servant is reinstated with forfeiture of a part of his pay or allowances for the period of suspension.

(2) If a Government servant, who has been suspended pending enquiry into his conduct attains the age of superannuation before the completion of inquiry, the disciplinary proceedings against him shall abate and such Government servant shall retire with full pensionary benefits and the period of suspension shall be treated as period spent on duty.

2.11 **Forfeiture of past service.** A Government servant forfeits his past service in the following cases:-

- (a) Resignation of a post unless it is to take up another post, service in which counts for pension.
- (b) Removal or dismissal from service.
- (c) Absence from duty without leave.

Note. The authority which sanction the pension may commute retrospectively periods of absence without leave into extraordinary leave.

2.12 **Condonation of interruptions and deficiencies.** (1) The Administrative Department may for purposes of pension condone all gaps between periods of service of a Government servant.

(2) A deficiency of six months or less in the qualifying service of a Government servant shall be deemed to have been condoned.

(3) A deficiency of more than six months but less than a year, may be condoned by the Finance Department if both the conditions mentioned below were satisfied:-

- (a) If the Government servant dies while in service or retires under circumstances beyond his control, such as on becoming invalid or on abolition of his permanent post and his eventual selection for discharge, and, but for such

contingency, he would have completed another year or qualifying service; and

- (b) the service rendered by the Government servant was meritorious.
- (4) A deficiency of one full year or more shall not be condoned.

-Note: - By virtue of Rule 2.12(1) read with Rule 2.3 of these rules, broken spells of service can also count for pension if they are formally condoned by the Administrative Department. The main condition for consideration is that service on both sides of the break should be qualifying for pension. In case the service is temporary or officiating, its length on both sides should be over 5 years, if it is of lesser length the service should be permanent as illustrated below: -

First Illustration:- A Government servant has the following broken spells of temporary/officiating service:-

- (i) 5 years and one month followed by break;
- (ii) 3 years followed by break, and
- (iii) 6 years.

First and third spells are qualifying under Rule 2.3 and, therefore, can be counted (as 11 years and one month qualifying service). The second spell of service being not qualifying will not count and will be treated as a part of the gap in between the first and the third spell of service.

Second Illustration:- A Government servant has the following broken spells of temporary/officiating service: -

- (i) 5 years and one month followed by break;
- (ii) 3 years followed by break;
- (iii) 4 years and 5 months.

Only the first spell is qualifying. The second and the third spells are not qualifying. Therefore, neither of the two gaps can be condoned.

Third Illustration: A Government servant has the following broken spells of temporary/officiating service:-

- (i) 5 years and one month followed by break;
- (ii) 3 years followed by break; and
- (iii) One year followed by confirmation.

The second spell is not qualifying. First and the third spells are qualifying and the

gap in between them can be condoned as in the case of the first illustration

CHAPTER -III
DIFFERENT KINDS OF ORDINARY PENSION AND
CONDITIONS FOR THEIR GRANT

3.1 CLASSIFICATION OF PENSIONS. Pensions are divided into four classes:-

- (a) Compensation Pension,
- (b.) Invalid Pension,
- (p) Superannuation Pension,
- (d) Retiring Pension.

3.2 Compensation Pension. If a permanent Government servant is selected for discharge owing to the abolition of his permanent post or owing to a change in the nature of the duties of that post, unless he is appointed to an other post the conditions of which are deemed to be at least equivalent to those of his own, have the option

- a) of taking any compensation pension and/or gratuity to which he may be entitled for the service he has already rendered; or
- b) of accepting another post or transfer to an other establishment even on a lower pay, if offered, and continuing to count his previous service for pension.

3.3 Invalid Pension. (1) An invalid pension is awarded on his retirement from Government service, before reaching the age of superannuation to a Government servant who by bodily or mental infirmity is permanently incapacitated for further service on production of a medical certificate prescribed in sub-rule (3).

(2) A Government servant who wishes to retire on invalid pension, should apply to his Head of Office or Department/Attached Department who should direct him to present himself before a Medical Board or an Invaliding Committee or a Medical Officer for obtaining a medical certificate of incapacity | for further service in the following form:-

- (3) "Certified that I (we) have carefully examined A. B. son of C. D ain theHis age is by his own statement..... years I (we) consider A,B to be completely and permanently incapacitated for further service of any kind (or in the department to which he belongs) in consequence of.....(here state disease or cause).

Note-(1) If the incapacity does not appear to be complete and permanent, the certificate should be modified accordingly and the following addition should be made:-

I am (we are) of the opinion that A.B is fit for further service of a less

laborious character than that which he has been doing (or may after resting for ...months, be fit for further service of a less laborious than that which he has been doing).

Note-(2) A medical certificate from a Medical Board of. an Invaliding Committee shall be required in the case of a Government servant in BPS-16 and above.

Note-(3) In the case of Government servants in BPS (1-15) medical certificate shall be required from Medical Officer.

Note-(4) A Government servant who has submitted a Medical Certificate of incapacity for further service should be invalidated from service on receipt of the medical certificate, or from the date of expiry of leave if already on leave, or has been granted leave as a special case.

3.4 Superannuation Pension. A superannuation pension is granted to a Government servant on or after attaining the age of sixty (60) years.

3.5 Retiring pension. A retiring pension is granted to a Government servant, who, not being eligible for superannuation pension:-

- (i) opts to retire after 25 years qualifying service or such less time as may for any special class of Government servants be prescribed; or.
- (ii) is compulsorily retired from service by the authority competent to remove him from service on grounds of inefficiency, misconduct or corruption;

Note .--Government servant who intends to retire after completing 25 years qualifying service and before attaining the age of superannuation shall at least three months before the date on which he intends to retire, submit a written intimation to the authority which appointed him, indicating the date on which he intends to retire. Such intimation, once submitted, shall be final and shall not be allowed to be modified or withdrawn.

CHAPTER-IV
AMOUNT OF ORDINARY PENSION
SECTION –I
(GENERAL)

4.1 (1) The amount of pension that may be granted is determined by the length of completed years of qualifying service of a Government servant as set forth in rule 4.4,

(2) Pension is fixed in rupees and should be calculated to the nearest paisa.

4.2 If the service of a Government servant has not been thoroughly satisfactory, the authority sanctioning the pension may make such reductions as it may think proper in the amount of pension.

4.3 If a Government servant has held more than one post, in respect of each of which, if he held it separately and alone, pension would have been admissible to him, the pension admissible to him is the sum of the several pensions which would have been admissible to him if he had held each post separately and alone.

SECTION-II

AMOUNT OF FULL PENSION

4.4 (1) Amount of Full Pension. After a qualifying service of 30 years or more pension shall be calculated at the rate of 70% of last pay/emoluments drawn provided the post had been held on regular basis, otherwise on average emoluments. Where qualifying service is less than 30 years but not less than 10 years proportionate reduction in percentage shall be made. No gross pension of a retired Government employee would be less than Rs.300/- p.m. the civil servant shall be allowed benefit to the extent of 2% of his gross pension for each extra year of service put in by him beyond 30 years qualifying service subject to a maximum of 10% of his gross pension table regulating all four pensions, namely Compensation Pension, Superannuation Pension, Invalid Pension and Retiring Pension is given below:-

PENSION TABLE

Completed years of Qualifying service	Scale of pension expressed as fractions of average emoluments.
10	70/300
11	77/300
12	84/300
13	91/300
14	98/300
15	105/300
16	112/300
17	119/300
18	126/300
19	133/300
20	140/300
21	147/300
22	154/300
23	161/300
24	168/300
25	175/300
26	182/300
27	189/300
28	196/300
29	203/300
30 and above	210/300

(2) The term "average emoluments" of a civil servant means the average of pay that he drew or would have drawn, had he not been on leave with- leave salary or on joining time or under suspension which is not adjudged as a penalty during the last twelve months of service. If during the last twelve (12) months of his service a civil servant has been absent from duty, on leave without pay or has been under suspension as a kind of penalty the periods so spent shall be disregarded in the calculation of the average emoluments and an equal period before the twelve months shall be included. The following shall be treated as emoluments reckoning for pension:-

1. Pay as defined in F.R 9(21)(a)(i)
2. Senior Post Allowance.
3. Special Pay of all types and nature.

4. Personal Pay.
5. Technical Pay.
6. Increments accruing during Leave Preparatory to Retirement (LPR)
7. Any other emoluments which may be specially classed as pay.

SECTION III
A- GRATUITY AND PENSION BENEFIT

4.6 (1) Every Government servant in pensionable service shall have the option either to surrender 1/4 the (25 %) of the full monthly pension admissible to him under the rule 4.4 or to get full gross pension.

(2) In the case of a Government servant who has rendered 5 years service or more but less than 10 years qualifying service, a gratuity equal to one month pay for each completed year shall be admissible. If, however, retirement is due to invalidation or if a civil servant dies in service the rate shall be 1 month's of pay for each completed year of service.

(3) In the event of retirement or death of a Government servant who has rendered qualifying service for 10 years or more a gratuity (if opted) shall be granted to him or to his family (in the case of his death) calculated at the following rates for each rupee of his pension surrendered under sub-rule (1) above:

RATES OF GRATUITY

<u>Length of qualifying service</u>	<u>Rupees</u>
i) If qualifying service is 10 years or more but less than 15 years.	187
ii) If qualifying service is 15 years or more but less than 20 years.	173
iii) If qualifying service is 20 years or more;	160

(4) In the event of death before retirement, pension for the purposes of this rule shall be calculated as if the Government servant retired on invalid pension on the date of his death, but it shall be admissible from the day following the death of the Government servant.

(5) In the event of his death before retirement (after rendering more than 10 years qualifying service), payment of pension shall be made to his family at the rate of 50 % of the full pension calculated as in sub-rule (4) above and in the case of death after retirement, payment of pension shall be made to his family at the rate of 50 % of the reduced pension i.e the amount of pension remaining after surrendering 1/4 the thereof under sub rule (1) above

and after commutation (if any). Family Pension would not be less than Rs.150/-p.m.

NOTE- (1) The gratuity payable in lieu of 1/4th of the pension surrendered is exempt from Income-tax.

NOTE- (2) Gratuity payable under sub rule (3) above should be worked out on the fraction of a rupee of the surrendered pension calculated to the nearest paisa.

NOTE- (3) Anticipatory pension will also be admissible to the family of the Government servant in the event of his death before retirement. In such cases the gratuity admissible to the family under sub rule (3) of this rule will be calculated on 25% of the amount of pension on which the anticipatory pension to the family is based.

B-GRATUITY.

4.7 The term 'family' for the purpose of payment of death-cum-retirement gratuity will include the following relatives of the Government servant:-

- (a) Wife or wives, in the case of male Government servant.
- (b) husband, in the case of female Government servant.
- (c) children of the Government servant.
- (d) widow or widows and, children of a deceased son of the Government servant.

NOTE (1) A child means a legitimate child. An "adopted child" will be considered to be a child when the Accounts Officer or if any doubt arises in the mind of the Accounts Officer, the recognized legal advisor of Government, is satisfied that under the Personal Law of the Government servant concerned, adoption is legally recognized as conferring the status of a natural child, but in this case only.

NOTE (2) If it is proved that the wife has been judicially separated from the Government servant or has ceased customary law of the community to which she belongs to be entitled to maintenance, she shall no longer be deemed to be a member of the family unless the Government servant himself intimates in writing to the Accounts Officer/Head of the Office that she shall continue to be regarded.

NOTE (3) In the case of female Government servant if she intimates in writing to the Accounts Officer/Head of Office that her husband should not be included as a member of the family unless she subsequently cancels in writing her intimation excluding him.

(2) A Government servant shall, as soon as he/she completes 5 years qualifying service, make a nomination confer-ring on one or more persons the right to receive any gratuity that may be sanctioned under rule 4.6 and any gratuity which having become admissible to him/her has not been paid to him/her before death.

(3) If a Government servant nominates more persons than one person under sub rule (2) above he/she shall specify in the nomination the amount or share payable to each nominee in such manner as to dispose of the whole amount of the gratuity mentioned therein.

(4) A Government servant may provide in a nominee that in a nomination

a) in respect of any specified nominee, that in the event of his/her predeceasing the Government servant the right conferred upon that nominee in sub para (2) above shall pass to such other member or members of the Government servants family as may be specified in the nomination.

(b) that the nomination shall become void in the event of the happening of a contingency specified therein.

(5) Every nomination shall be in Form 1 (Pen) or Form 2 (Pen) as may be appropriate in the circumstances of the case.

(6) A Government servant may at any time cancel a nomination by sending a notice in writing to the appropriate authority, provided that the Government servant shall, along-with such notice, send a fresh nomination made in accordance with this rule.

(7) Immediately on the death of a nominee in respect of whom no special provision has been made in the nomination-under sub rule 4 (a) or on the occurrence of any event by reason of which the nomination become so void by reason of sub rule 4(b) above the Government servant shall send to the appropriate authority a notice in writing formally cancelling the nomination together with a fresh nomination made in accordance with this rule.

(8) Every nomination made and every notice of cancellation given by a Government servant under this rule shall be sent by the Government servant to his/her Accounts Officer in the case of government servant in BPS I6 and above and to the Head of Office in the case of Government servants in BPS 1-15. Immediately on receipt of nomination from Government servant in BPS 1-15, the Head of Office shall countersign it indicating the date of receipt and keep it in his custody.

(9) Every nomination made, and every notice of cancellation given, by a Government servant, shall to the extent that it is valid, take effect on the date on which it is received by the authority mentioned in sub rule (8) above.

(10) A nomination in favour of a person not a member of the family made when the Government servant had no family shall lapse on the Government servant acquiring family.

4.8 When the amount of gratuity has become payable to the family it shall be the duty of the Accounts Officer to make payment to the family according to the following procedure:

(1) When the Government servant leaves a family:-

(a) The amount of gratuity or any part thereof to which the nomination relates shall become payable to his/her nominee or nominees in the proportion specified in the nomination.

(b) If no nomination in favour of a member or members of a family subsists, or if a nomination relates only to a part of the amount of the gratuity, the whole amount of the gratuity or the part thereof to which the nomination does not relate, shall become payable to the members of his/her family in equal shares, provided that no share shall be payable to: -

- (i) sons who have attained the age of 21 years;
- (ii) sons of a deceased son who have attained the age of 21 years;
- (iii) married daughters whose husbands are alive;
- (iv) married daughters of a deceased son whose husbands are alive.

If there is any members of the family other than those specified in clauses (i), (ii), (iii) and (iv) above.

Provided further that the widow or widows and the child or children of a deceased son shall receive between them in equal parts only the share which that son would have received if he had survived that Government servant and had been exempted from the operation of the first proviso.

(2) When the Government servant leaves no family the amount of gratuity shall be payable to the following surviving relatives, if any, of the Government servant in equal shares:-

- (a) Mother;

- (b) Father;
- (c) Unmarried sisters below the age of 21 years and widowed sisters; and
- (d) brothers below the age of 21 years.

Note:- Judicially separated or divorced mother who has re-married does not fall in this category.

4.9 No gratuity will be payable by Government after the death of the Government servant if he/she does not leave a family as defined in sub-rule (1) of rule 4.7 or an eligible dependent relative or relatives specified in sub rule (2) of rule 4.8.

C - FAMILY PENSION.

4.10 (1) Family for the purpose of payment of family pension at 50 percent of gross or net pension as the case may be, will be as defined in sub rule (1) of rule 4.7. It will also include the Government servants relatives mentioned in sub rule (2) of rule 4.8.

(2) A family pension sanctioned under this section shall be allowed as under:-

- i) To the widow of the deceased for her life if the deceased is a male Government servant, or to the husband (for 10 years only) if the deceased is a female Government servant.
- ii) If the Government servant had more than one wife, and the number of his surviving widows and children does not exceed 4, the pension shall be divided equally among the surviving widows for life and children. If the number of surviving widows and children together is more than four (4), the pension shall be divided in the following manner, viz each surviving widow shall get 1/4th of the pension and the balance (if any) shall be divided equally among the surviving children. For the purpose of this clause the term "children" excludes sons above the age of 21 years, married daughters and daughter above the age of 21 years.
- iii) failing a widow or husband, as the case may be, to the eldest surviving son for 10 years un-expired portion of 10 years excluding son above the age of 21 years.
- iv) failing (i) to (iii) to the eldest widowed daughter for 10 years or un-expired period of 10 years.
- v) failing (i) to (iv) to the eldest widow of the deceased son of the Government servant for 10 years or un-expired portion of 10 years;
- vi) failing (i) to (v) to the eldest surviving son (below 21 years of age) of a deceased son of the Government servant for 10 years or unexpired portion of 10 years.

- vii) failing (i) to (vi) to the eldest unmarried daughter (below 21 years of age) of a deceased son of the Government servant for 10 years or unexpired portion of 10 years;
- viii) failing these to the eldest widowed daughter of a deceased son of the Government servant for 10 years or unexpired portion of 10 years.

(3) In the event of no pension being payable under sub rule (2) above, the family pension may be granted for a period of 10 years or un-expired portion of 10 years :-

- i) to the father ;
- ii) failing the father to the mother ;
- iii) failing the father and the mother to the- eldest surviving brother below the age of 21 years ;
- iv) failing (i) to (iii) to the eldest surviving unmarried sister below the age of 21 years ; if the eldest sister marries or dies then the next eldest below the age of 21 years ;
- v) failing (i) to (iv) to the eldest surviving widowed sister for 10 years or unexpired portion of 10 years.

4. No family pension this section:-shall be payable under this section:-

- a) to an unmarried female member of a Government servant's family in the event of her marriage ;
- b) to a widowed female member of a Government servants family in the event of her re marriage ;
- c) to the brother of a Government servant on his attaining the age of 21. years ;
- d) to a person who is not a member of a Government servant's family
- e) to a person mentioned in sub rule (3) above, without production of reasonable proof that such person was dependent on the deceased Government servant for support.

(5) A family pension awarded under this section shall not be payable to more than one member of a Government servant's family at the same time except as provided for in sub rule 2 (i) and (ii) of rule 4.10.

(6) If a pension awarded under this section ceases to be payable before the expiry of the period upto which it is admissible on account of death or marriage of the recipient or other causes, it will be re-granted to the person next lower in order mentioned in sub rule (2).

Note- The next legal beneficiary should be allowed to draw the family pension with effect from the date it ceased to be paid to the widow.

(7) Government shall have discretion to make such modification in the mode of allotment or conditions of tenure set forth in sub rule (2) to (6) above as they may consider desirable to suit the special circumstances of the beneficiaries.

(8) A family pension sanctioned under this section be payable in addition to any extra ordinary pension or that may be granted to the members of a Government servants family under any other rules in force for the time

(9) As in the case of a grant of an ordinary pension, future good conduct of the recipient is an implied condition of every grant of a pension under this section.

4.11 In case the deceased is a female Government servant the right of her husband for the family pension shall continue in accordance with the rules on the subject as existed prior to 1.7. 1983.

D-GENERAL

- 4.12 (i) The rules which apply to the grant of ordinary pension to Government servant^s shall also apply in respect of gratuity and pension that may be sanctioned in favour of their families under this section is so far as such rules are not inconsistent with the provision of this section.
- ii) Government shall have the right to effect recovery from such gratuity or pension in the same circumstances as recoveries can be effected from ordinary pension and gratuity granted to Government servants.
- iii) A gratuity or pension may be sanctioned under this section by the authority competent to sanction pension to the Government servant concerned after giving due regard to the provisions of Rule 4.2

Note: (1) Cases decided by the Government before the publication of these rules will not be re-opened

Note (2) The sanctioning authority may allow the payment of family pension and or shares of gratuity admissible to minor children of a deceased Government servant, to their mother. In case the mother is not alive or was judicially separated from the Government r-servant in his life time, the sanctioning authority may nominate any suitable person to be the guardian of such minor children for the purpose of receiving payment of pension and/or shares of gratuity on their behalf. In case the deceased Government servant was a female, the sanctioning authority may under similar circumstances allow the payment of pension and/or shares of gratuity of minor children of the deceased to their father, or if the father be not alive to such guardian as may be appointed by the sanctioning authority

CHAPTER-V

APPLICATION FOR THE GRANT OF PENSION

5.1 All authorities dealing with applications for pensions under these rules should bear in mind that delay in the payment of pensions involves peculiar hardship. It is essential to ensure, therefore, that a Government servant begins to receive his pension on the date on which it becomes due.

5.2 The responsibility for initiation and completion of pension papers is that of the Head of Department/Attached Department concerned in the case of Government servants PBS-16 and above, and of the Head of Office concerned in the case of Government servants in PBS 1-15. The action should be initiated one year before a Government servant is due to retire, so that pension may be sanctioned a month before the date of his retirement. For this purpose every Government servant should be asked to submit his pension application in Form 3, (Pen), six months in advance of the date of his retirement provided that:-

- i) in cases in which the date of retirement cannot be foreseen six months in advance, the Government servant may be asked to submit his pension application immediately after the date of his retirement is known, and,
- ii) a Government servant proceeding on leave preparatory to retirement in excess of six months may be asked to submit his application at the time on proceeding such leave.

5.3 (1) The following certificate shall be recorded by the Government servant in the pension application:-

"I hereby declare that I have neither applied for nor received any pension or gratuity in respect of any portion of the service included in this application and in respect of which pension or gratuity is claimed herein, nor shall I submit an application hereinafter without quoting a reference to this application and to the orders which may be passed thereon."

(2) The Head of Department/Attached Department] Office concerned shall certify in the pension application from whether the character, conduct and past services of the Government servant concerned are such as to entitle him to the favourable consideration of Government. He shall also record there his own opinion whether the service claimed has been established and should be admitted or not.

(3) All periods of leave, suspension etc: which are not reckoned as service qualifying for pension shall be carefully recorded on the form.

(4) If the application is for an invalid pension, the requisite medical certificate shall be attached to the application

5.4 (1) After completing the application in the manner prescribed in the proceeding rule it shall be forwarded alongwith the necessary documents to the Audit Officer through the authority empowered to sanction the pension.

(2) The applicant for pension/gratuity shall submit the last pay certificate and no demand certificate as soon as possible after the submission of the application for pension/gratuity. The Audit Officer shall not issue the pension/gratuity payment orders until L.P.C has been received by him. The pension/gratuity payment orders may, however, not be help up for want of 'No Objection Certificate form the Estate Office.

Head of Department/Office should alert the Estate Office at It lease six months before the retirement of Government servant to bring the rent account upto date and to notify the outstanding dues in respect of the last accommodation occupied by the Government servant within 15 days of the date of his retirement. If any Government dues are found to be outstanding against a pensioner within one year from the date of issue of P.P.O, the matter shall be referred to then Head of department for orders before any recoveries are actually effected from the pensioner.

Note- It shall be mandatory for the Drawing and Disbursing Officers and audit and Accounts authorities to issue L.P.C within 15 days of the date of retirement of Government servant.

(3) The authority competent to sanction the pension record on the application after due consideration of the facts of the case his provisional recommendations stating whether the pension claimed should be admitted or not.

5.5 (1) The service of a Government servant rendered in BPS 1-15 in the application form shall be verified by the Head of office concerned from official records, for example service book or roll, pay bill or acquaintance roll, etc:

(2) If it be found impossible to verify the service otherwise a written statement of the applicant shall be taken on plain paper, and such collateral evidence as may be procurable shall be collected, for instance, certificate given by an officer to a sub ordinate on his leaving the office and the testimony of contemporary Government servants.

Note- The power to admit service verified under this clause may be exercised by all authorities empowered to sanction pension.

(3) In cases where some portion of pensionable service was rendered in India but

certificate of local verification of service was not recorded in the service book for any particular period, steps shall be taken to verify service from available record, if any, such as personal files, gradation lists, pay bills, acquaintance rolls etc.:. Where non of the records are available a written statement of the Government servant concerned should be taken on a plain paper accompanied by the testimony of contemporary Government servant as in sub rule .(2) above. Such declaration should be placed on record in service book in, lieu of local verification for service for that period.

(4) Where no official evidence, for example service book in respect of service rendered in India is available an indemnity bond shall be obtained from the person concerned for refund of any amount which might later on be found to have been paid to him in excess.

(5) The Head of Office/Department/Attached Department concerned shall then arrange with the application all the documents relied upon for the verification of service in (BP S 1-15) claimed in such manner that they can be conveniently consulted, and forward that together with the Government Servant's service book or service roll as the case may be and statement in the second page of the pension application form duly completed upto date (and the last pay certificate, if necessary) through the authority empowered to sanction the pension to the Audit Officer.

Note- A certificate regarding the verification of service is to be recorded in the service book by the Head of the Office. Unless this is done the service will not count for pension. If, however, this verification is riot possible on the basis of office records as required under rule 5.5 (1) it may be verified and admitted on the basis of a collateral evidence, specimen of which is reproduced below.

COLLATERAL EVIDENCE

I, Mr.....son of..... do hereby certify that Mr.son of was working asin the office of the.....for the period from to..... while I was working asin the office of the I further certify that he was holding a pensionable post and his period of service stated above does not include non-qualifying period e.g. leave without pay and suspension etc

Signature Address

Verified, admitted and authenticated.

(Signature and designation of pension Sanctioning Authority)

5.6 On receipt of the pension papers the Audit Officer shall apply the requisite checks. If in cases in which the authority competent to sanction the pension has recorded its provisional recommendations under sub rule (3) of rule 5.4, the Audit Officer finds that the claim is in order he shall prepare the Pension Payment Order forthwith in Form 4 (Pen),, but shall not issue it more than a (fortnight in advance of the date on which the Government servant is due to retire, intimating the fact, of issue to that authority. In other cases he shall certify as to the correctness of the calculations of service and pension and return the pension papers to the authority competent to sanction the pension with a report on the claim for pension and the rules applicable to the case. He shall retain the last pay certificate unless the pension is to be paid in another circle of audit in which case he shall forward the certificate to the Audit Officer of that circle alongwith a copy of the orders sanctioning the pension.

5.7 (1) A pension/gratuity which is certified by the Audit Officer shall be sanctioned by the authority competent to sanction the pension.

(2) Orders sanctioning the pension may issue not more than one month in advance of the due date of retirement, and the Audit Officer may issue the pension payment order not more than a fortnight in advance thereof to the Treasury Officer who is to pay the pension/gratuity.

5.8 Date of Commencement of Pension. A part from special orders, an ordinary pension is payable from the date on which the pensioner ceases to be in Government service. A gratuity (other than anticipatory gratuity) shall be paid in a single sum.

5.9 Place of Payment. A pension/gratuity is payable in rupees at any Government Treasury/National Bank of Pakistan.

CHAPTER- VI

ANTICIPATORY PENSION/GRATUITY

6.1 When a Government servant is likely to retire before can be finally assessed and sanctioned in accordance with the rules, the authority competent to sanction pension may sanction an anticipatory pension in the manner shown below:-

- (i) Where pension does not exceeds Rs.100/- *per mensem*, the anticipatory pension may be allowed in full on the basis of the calculations made by the authority sanctioning the pension.
- (ii) In case where the pension exceeds Rs.100/- *per mensem*, the anticipatory pension is to be restricted to 80% of the amount of the admissible pension within one month of the expiry of the prescribed time i.e. in the case of normal retirement the provisional orders must be issued within two months from the date of retirement and in the case of compulsory retirement or death within four months from the date of the event.

Note-(1) The authority responsible for sanctioning the pension and the Audit Officer concerned should finalize the pension case quickly so that there is no excess payment, and if any, it is adjusted as quickly as possible.

Note-(2) If the pension papers are not verified by the Audit Officer till one month before the retirement of the Government servant in question the action as in rule above shall be taken by the sanctioning authority.

Note -(3) If for any reason it is apprehended that the pension payment order cannot be issued within prescribed time action as in rule above shall be taken.

6.2 The payment of anticipatory pension shall be made only after the declaration given in Form 5 (Pen) has been obtained duly signed from the retiring Government servant.

6.3 The Authority sanctioning pension shall ensure that pension is finally sanctioned as soon as possible.

6.4 The letter sanctioning the anticipatory pension in Form 5 (Pen) shall be addressed by the sanctioning authority to the Audit Officer. A copy of the sanctioning letter shall also be endorsed to the retiring Government servant and the Treasury Officer of the Treasury at which the pension is to be drawn. This letter will constitute sufficient authority for draw of anticipatory pension at the Treasury in question, pending finalization of the pension case. The pension payment orders appended to such letter should be dealt with in accordance with the rules/instructions and a Register of anticipatory P.P.O maintained in the same form as prescribed for regular pension.

Note- Before forwarding pension papers to the Audit Officer for scrutiny, the sanctioning authority should enter brief particulars of the case in the Register to be maintained specially for the purpose. The Register should indicate the name of the Government servant due to retire, the date of his retirement and the amount of pension due to him as per details passed on to the Audit Officer.

6.5 The authority competent to sanction pension considers it likely that in a case contemplated in rule 6.1 above the Government servant would be entitled to a gratuity and amount equal to 80% of the probable gratuity should upon a similar declaration be paid to him in six equal monthly installments, provided that if on account of late start or non-commencement of such installments, payment of the amount is not completed by the sixth month of his retirement, the balance or the entire amount as the case may be, shall be payable in lump sum in the sixth month. Rules 6.2 to 6.4 above would mutatis mutandis apply in such cases.

Note:- This amount is payable from the date of retirement and not from the date of sanction. It should be adjusted towards the final pension/gratuity when sanctioned.

Note:- (2) In case the length of qualifying service is in dispute, anticipatory pension gratuity should be allowed on the basis of un-disputed portion of service. When the disputed portion is subsequently decided anticipatory pension may be revised accordingly.

6.6 The payment of the anticipatory pension/gratuity shall be so arranged that it is not delayed beyond the first day of the month following the month in which the Government servant is due to retire.

6.7 If upon the completion of regular investigation, it be found that pension thus summarily assigned differs from the pension finally settled, the difference must be adjusted in the first subsequent payment. Further, if anticipatory gratuity proves to be larger than the amount found actually due upon completion of the enquiries, the Government servant shall be required to refund any excess actually paid to him.

CHAPTER - VII
GRANT OF PENSIONARY BENEFITS TO DISPLACED
GOVERNMENT SERVANTS.

7.1 In this Chapter the following expressions shall have the meanings hereby respectively assigned to them:-

(a) "Prescribed states/provinces" means the provinces (including the Chief Commissioners Provinces) and states forming part of India and the States of Hyderabad, Junagarh Kashmir.

(b) "Previous Service" means the pensionable service rendered by a displaced Government servant in a prescribed state/province before his migration to Pakistan.

(c) "Rules in force in Balochistan" means the rules prescribed by the Government of Balochistan or the rules the integrating unit in which the displaced Government servant was first appointed, whichever may be applicable to him.

7.2 A displaced Government servant shall be entitled count his previous service toward pension under Government of Balochistan provided that:

- (i) his service was terminated by a prescribed state/ province after the 3rd June, 1947, either dismissal, discharge or resignation;
- (ii) he was appointed to the service of one of integrating units in West Pakistan/Balochistan before 1st January, 1951.
- (iii) the service rendered in the prescribed State/ Province was pensionable under the rules of Province/State concerned.;
- (iv) he has not received, nor is likely to receive a pension from the Prescribed State/Province in respect of service rendered under the State/ Province;
- (v) he has not superannuated at the time of first appointment in Balochistan; and
- (vi) his service in Balochistan has been continuous from the date of first appointment to the date of retirement.

7.3 The service rendered in the prescribed Province/State shall qualify for pension if the service were rendered under the Government of Balochistan subject to the condition that only such portion of previous service as was rendered in permanent post shall qualify for pension. Service as probationer shall qualify if followed by confirmation, shall count for the purpose of these rules; provided that it would have counted under the rules of the Province/State in India in which it was rendered.

7.4 In case the service rendered in Balochistan is temporary, the service will be treated as qualifying for pension in conjunction with previous pensionable service.

7.5 Leave taken with or without allowances during the previous, service shall be counted towards pension in accordance with rules in force in Balochistan.

7.6 The break in service occurring between termination of employment by the prescribed State/Province and first appointment in former West Pakistan/Balochistan shall be treated as condoned.

7.7 (1) A displaced Government servant claiming the benefit of his previous pensionable service should furnish a statement showing the details of the service to the authority competent to sanction his pension in Balochistan. The statement should be accompanied by-

- a) documentary evidence such as service book, extract from history sheet or other equivalent records.
- b) a certificate that no pension in respect of the previous service was sanctioned or will be sanctioned by the prescribed Province/State.
- c) a statement of the leave taken on full pay or half average pay or without pay unless this information is already available in the Service records,

(2) In case the record mentioned at (a) in sub rule (1) are not available, a written statement of the Government servant concerned should be taken on plain paper accompanied by the testimony of two contemporary Government servants.

7.8 The authority competent to sanction the pension should check the statement and forward it to the Accounts Officer concerned after authentication. The statement so authenticated should be accepted by the audit and a note may be made in the current history of service or service book of the Government servant concerned.

7.9 The prescribed check of pensionable service against establishment return is specifically waived in the case of displaced Government servants.

7.10 The concessions allowed under this Chapter shall also be admissible to displaced Government servants under rule 7.2 who retired before the 9th December 1957. In such cases, however, the monetary benefit shall be allowed only from the 9th December, 1957.

CHAPTER-VIII

COMMUTATION OF CIVIL PENSION

8.1 A competent authority may sanction the commutation for lump sum payment of a portion not exceeding one half of any pension which has been or is about to be granted under these rules. In case a pensioner who does not opt to draw gratuity equal to 25% of his gross pension, he can commute upto 50% of the gross pension.

8.2 1) An application for commutation should be submitted in part-I of Form 6 (Pen), through the Head of the Office in which the applicant is or was employed or if he is or was himself the Head of the Office through the Head of the Department / Attached Department.

2) The Head of the Office or the Head of the Department/Attached Department shall forward the application to the Accounts Officer who is reporting on the title to his pension if he is still in service or if pension has already been sanctioned, to the Accounts Officer of the area in which the Treasury from which the pensioner draws his pension is situated.

(3) The Accounts Officer shall complete Part-II of Form 7 (Pen) without delay and transit it to the authority competent to sanction the Commutation.

8.3 (1) The authority competent to sanction commutation shall thereupon accord administrative sanction in Part-III of Form 6 (Pen) and transmit to the applicant on Form 7 (Pen) a certified copy of the Accounts Officer certificate contained in Part-II of Form 6 (Pen) of lump sum payable on commutation in the event of his being reported by the proper medical authority to be fit subject for commutation and one copy of Form 8 (Pen) Part I of which is to be filled in by the applicant before the medical examination and handed to the Medical Authority.

(2) It should not be necessary to submit to the Medical Examination if commutation is asked for within one year of the date of retirement. The pensioner should apply the Accounts Officer who would authorise payment and a copy of letter of authority issued to the D .A. O/Treasury Officer/ Branch of National Bank will be endorsed. In the case of issue of provisional pension, the commutation may be provisionally paid on the basis there-of, but when the pension is finally sanctioned the final payment order shall be substituted for the provisional payment order for the purpose of commutation. In the case of pre-mature retirement on medical grounds, the requirement of medical examination shall not be waived.

(3) The sanctioning authority shall further instruct the applicant to appear for examination before the said medical authority within three months from the date of its order, (if case does not fall under sub para (2) above).

(4) The sanctioning authority shall forward to the Health Department in original the completed Form 6 (Pen) together with a copy of Form 8 (Pen) and an extra copy of Part-III of that form, and if the applicant has been granted an invalid pension, or has previously commuted any portion of his pension or declined to accept commutation on the basis of an addition of years to his actual age or has been refused commutation on medical grounds, copies of the previous medical reports or statement of his case.

8.4 The Health Department shall arrange for the medical examination of applicant by the proper medical authority at the nearest available station to that named by the applicant in Part I of form 6 (Pen) and as early as possible within the prescribed and inform the applicant direct. The form other documents should be transmitted by the Health to the Examining Medical Authority.

Note:- The term 'Medical Authority' means (i) the standing Medical Board or the Standing Invaliding Committee in the case of Government servants in BPS 16 and above and (ii) the Medical Superintendent/District Health Officer in the case of all Government servants in BPS 1-15.

8.5 The medical authority, after obtaining from applicant, a statement in Part I of Form 8 (Pen) (which must be signed in its presence) shall subject him to strict examination, enter the results in Part II and complete the certificate contained in Part III of Form 8 (Pen) and in the case of Government servants in BPS 1-15 other than those specifically I exempted by Government, obtain in its presence the left hand thumb and finger impressions.

(2) If the examination is conducted by a single medical officer the applicant shall himself pay the Medical Officer's fee for examination.

If he is examined by the Medical Board or Committee he shall pay a fee of Rs.4/- into a Government Treasury and make over the receipt for the fee to the Medical Board or Committee before examination together with an additional fee of Rs.12/- in cash to be retained and divided by the members of the Board or the Committed as the case may be among themselves.

Note :-No fee will be payable for medical examination in case the full pension of the applicant does not or is not likely to exceed Rs. 100/- per *mensem*.

(3) The medical authority shall without delay forward the completed Forms 6 (Pen) and 8 (Pen) in original to the Accounts Officer who gave the certificate contained in Part II of Form 6 (Pen) regarding the Commutation amount admissible to the applicant and certified copy of the completed Form 8 (Pen) to the sanctioning authority. A certified copy of Medical Certificate in Part III of Form 8 (Pen) should be given to the applicant on the spot after medical examination.

8.6. If the medical examination does not take place within the period prescribed in the sanctioning order, or if the applicant does not appear for examination before the medical authority within the prescribed period, the sanctioning authority may renew the administrative sanction for a further period of three months without obtaining a fresh application for commutation of pension. The applicant may withdraw his application by written notice dispatched at any time before the medical examination is due to take place, but his option shall expire on his appearance before a medical authority, provided that if the medical authority directs that his age for the purpose of commutation shall be assumed to be greater than his actual age, the applicant may withdraw his application by written notice dispatched within two weeks from the date on which he receives intimation of the revised sum payable on commutation or if the sum is already stated in the sanctioning order, within the two weeks from the date on which he receives intimation of the finding of the medical authority. If the applicant does not withdraw in writing his application within the period of two weeks prescribed above, he shall be assumed to have accepted the sum offered.

8.7 Subject to the provision contained in rule 8.8 and to the withdrawal of application under rule 8.6 the commutation becomes absolute, that is the title to receive the commuted portion of the pension shall cease and the title to receive the commuted value shall accrue on the date on which the medical authority signs the medical certificate.

8.8 If the applicant makes any statement found to be false within his knowledge or willfully suppresses any material fact in answer to any question written or oral put to him in connection with his medical examination, the sanctioning authority may cancel the sanction at any time before payment is actually made; and such a statement or suppression may be treated as grave misconduct for the purpose of rule 1.8.

8.9 The Accounts Officer on receipt of the completed Form 6 (Pen) and 8 (Pen) shall arrange forthwith for the payment of appropriate commuted value and for the corresponding reduction in pension. He shall also forward to the Disbursing Officer Form 8(Pen) containing the signature and thumb and finger impressions of Government servants drawing pay in EPS

1-15 taken in the presence of the medical authority with instructions that they should be verified with those received with the pension payment order.

(2) If the applicant on receipt of the sanctioning order withdraws the application within the period prescribed in rule 8.6 he shall intimate his intention in writing to the Accounts Officer direct and to the sanctioning authority simultaneously,

(3) The payment of commuted value shall be made in rupees in Pakistan as expeditiously as possible but in the case of an impaired life no payment shall be made till either a written acceptance of commutation has been received or the period within which the application for the commutation may be withdrawn has expired, whatever the date of actual payment the amount paid and the effect upon the pension shall be the same if the commuted value were paid on the date on which commutation became absolute. If the commuted portion of the pension has been drawn after the date on which the commutation become absolute, the amount drawn shall be deducted from the amount payable in commutation.

8.10 If a pensioner, part of whose pension has been commuted dies on or after the date on which the commutation became absolute, but before receiving the commutation value, this value shall be paid to his family or eligible relatives in the same manner as gratuity is payable under rule 4.7 and 4.8.

8.11 The lump sum payable on commutation shall be calculated in accordance with the table of present values given below:-

ANNEXURE TO THE FINANCE DEPARTMENT'S LETTER

NO. FD(R)VII-1/86, Dated. 3.8.1986.

COMMUTATION TABLE.

Age next birthday.	Number of Years Purchase.	Age next birthday.	Number of Years Purchase.
20	50.6304	50	22.8911
21	49.6676	51	22.0658
22	48.7066	52	21.2563
23	47.7467	53	20.4638

24	46.7884	54	19.6896
25	45.8314	55	18.9348
26	44.8758	56	18.2002
27	43.9215	57	17.4860
28	42.9688	58	16.7925
29	42.0179	59	16.1191
30	41.0089	60	15.4649
31	40.1218	61	14.8290
32	39.1767	62	14.2105
33	38.2336	63	13.6090
34	37.2929	64	13.0239
35	36.3551	65	12.4549
36	35.4203	66	11.9017
37	34.4885	67	11.3643
38	33.5603	68	10.8428
39	32.6361	69	10.3371
40	31.7160	70	9.8472
41	30.8007	71	9.3729
42	29.8907	72	8.9142
43	28.9800	73	8.4708
44	28.0891	74	8.0427
45	27.1990	75	7.6299
46	26.3172	76	7.2322
47	25.4444	77	6.8496
48	24.5816	78	6.4818
49	23.7301	79	6.1287
50		80	5.7901

NOTE:- Any employee retiring after attaining the age of 60 years allowed commuted value of pension as applicable at the age of instead of at the age of 61 years if he applies for commutation in service. In all other cases the commuted value of pension shall value to be admissible under the formula of "age next birthday".

CHAPTER - IX
SECTION-I
REEMPLOYMENT OF GOVERNMENT PENSIONERS

9.1 When a person who was formerly in Government employment obtains reemployment whether temporarily or permanently in Government service or in the service of a Local Fund it shall be incumbent on him to declare to the appointing authority the amount of any gratuity, bonus or full pension (inclusive of 1/4th of the surrendered portion or commuted portion of the pension) originally granted to him in respect of the previous employment.

9.2 The amount of wound or other extraordinary pension sanctioned under these

rules and a wound or injury or disability pension or disability addition to the pension awarded under the military rules shall not be taken into account when fixing the pay during re-employment.

9.3 A Government pensioner in receipt of compensation or invalid pension compassionate allowance on re-employment in service qualifying for pension may either retain his gratuity pension in which case his former service will not count for further pension, or refund the gratuity and cease to draw any part of his pension and count his previous service. Reduced pension intermediately drawn need not be refunded. If such pensioner exercises option to retain his gratuity/pension his full pension and initial pay on re-employment shall not exceed his pay at time of discharge. Once the amount of initial pay has been fixed in this way, the Government servant shall be entitled to receive the benefit of increments in his new scale of promotion to another scale of post. In the case however, of a pensioner whose pension does not exceed Rs.15/- a month the amount of full pension should not be reduced from his initial pay even though the sum total of initial pay and full pension exceeds his substantive pay at the time of discharge.

9.4 (1) A Government pensioner who is in receipt of a superannuation or retiring pension shall not be re-employed, or continued to be re-employed, in any Government Department except on public grounds and with the sanction of the Competent Authority.

(2) All authorities administering local fund are empowered to re-employ Government pensioners in receipt of superannuation or retiring pension in service paid from local fund, provided their pay is fixed in accordance with the principles laid down by the Government from time to time for fixation of pay and allowances of Government pensioners re-employed in Government departments. If in special circumstances any departure is proposed to be made, the orders of the Chief Executive of the Authority should be obtained and the reasons for which the relaxation is made recorded in writing.

NOTE- (1) A Government servant who has retired from regular establishment on superannuation or retiring pension cannot be re-employed on work charged establishment or contingent establishment except on public grounds and in accordance with the procedure laid down in the rules in this Chapter regarding re-employment.

NOTE- (2) The following principles should be observed in re-employment of Government pensioners after superannuation or retiring pension in Government Departments:-

- i) Re-employment should be resorted to only when it is in the public interest to do so and the service record of the Government pensioners is good.
- ii) The re-employment should be subject to termination of service on one month's notice on either side. However, Government reserves the right to terminate the services at any time of a re-employed Government pensioner if it is found on medical evidence that he is unfit or likely to continue to be unfit for a considerable time by reasons of ill health for the discharge of his duties or if he has been found guilty of insubordination, intemperance or misconduct or any breach of non observance of any rules pertaining to his service.
- iii) Re-employment should be allowed only with the previous sanction of a competent authority. Whenever a Government pensioner is re-employed reasons for doing so must be recorded in writing. In case it is desired to extend the period of re-employment, the sanction of competent authority should be obtained at least three months before the expiry of the previous term of re-employment.
- iv) No Government pensioner (drawing pay in BPS 1-15 should be re-employed beyond the age of sixty years. Government pensioners (in BPS-16 and above) who are considered indispensable on public grounds may be re-employed beyond the age of sixty years subject to medical fitness for which purpose a certificate should be obtained from the Standing Medical Board or the Standing Invaliding Committee. Their cases should be initiated by the Administrative Department concerned and submitted to Services and General Administration Department in a self contained note for obtaining the orders of the Governor. The case of those in BPS 17 and above should be referred by the Services and General Administration Department to the Selection Board.
- v) While forwarding the case of re-employment of Government pensioners (in BPS 17 and above^ to the Selection Board, information in the following proforma should always be supplied.

PROFORMA

PROPOSAL FOR RR-EMPLOYMENT

1.Name.....

2.Age..... 3.Post previously held and class of such post.....

4.Post in which to be re-employed..... 5. Class of post.....

6. Proposed terms of re-employment:-

- (a) whether it is a cadre post or ex-cadre post,
- (b) whether the post is permanent or temporary.
- (c) whether recruitment rules exist for appointment to the post.
- (d) whether any block in promotion or confirmation are likely to result?
- (e) action taken to find a substitute, if any fresh appointment is to be made?
- (f) brief reason for proposal.

EXPLANATION - Broadly, the technical services include:

- i) Engineers of all categories ;
- ii) Doctors ;
- iii) holders of specialists posts in various departments.
- iv) officers of Audit, Accounts, Finance ; or
- v) any other posts specially declared by Government as technical posts for this purpose.

The powers to declare a post in categories (iv) and (v) as technical should be exercised by the Administrative Department in consultation with the Services and General Administrative Department.

9.5 The pay of Government pensioners re-employed after retiring pension shall be fixed in accordance with the principles laid down below:-

- i) A Government pensioner should normally be re- employed on the substantive pay last drawn less pension.
- ii) He may be re-employed on the officiating pay (exclusive of special pay) last drawn less pension; provided it is certified that he will have continued to officiate in the post held by him at the time of his retirement, but for his retirement, for a period not less than that for which he is re-employed;
- iii) Where a Government pensioner on re-employment is appointed to a post which carries special pay, then the special pay may be given to him in addition to the pay as worked out in accordance with the proceeding clauses.

- iv) When a retired civil servant is re-employed under Provincial Government after superannuation or after completion of 30 years pensionable service, his initial pay shall be fixed at the minimum of pay scale of the post in which he is re-employed.
- v) When a retired civil servant is re-employed under the Government owned/controlled autonomous/ Semi autonomous bodies and Corporations after superannuation or after completion of 30 years pensionable service, the initial pay of such a Government shall be fixed at the minimum of the scale of the pay of the post in which he is re-employed.
- vi) A re-employed Government servant would earn increments under normal rules.
- vii) In addition to pay as indicated in clause (iv) and (v) full pension shall be admissible to the re-employed civil servants.
- viii) The word 'pension' used in above includes commuted portion of pension if any and 1/4th of the surrendered portion of pension admissible under the Rules.

Note - In the case of a person who retired from Government service on Contributory Provident Fund basis, the amount received by him as Government contribution (bonus) plus interest thereon and special contribution (gratuity) if any will be taken as the commuted value of pension and the amount on which that commuted value is due will be treated as pension for the purpose of fixing his pay on re-employment be taken as the commuted value of pension and the amount on which that commuted value is due will be treated as pension for the purpose of fixing his pay on re-employment.

Note - In the case of a person who received gratuity only on retirement, the amount of gratuity will be treated as commuted value of pension, and his pay on re-employment will be fixed on the basis.

Note - The authority competent to sanction re-employment of a Government pensioner is also competent to fix his pay and allowances in accordance with the principles laid down in this rule. In case it is desired to give any higher emoluments in relaxation of the provisions of this rule, the question of fixation of pay will require the concurrence of Finance Department.

Note - The authority re-employing the Government pensioner should supply the following information to the Audit Office concerned alongwith orders of re-employment.

- (1) Number of PPO and the Treasury at which pension is drawn.
 - (2) Scale of pay of the post in which re-employed.
 - (3) Rate of pay fixed.
- (4) If pension has not been sanctioned, the estimated amount of full pension .

SECTION - II
RE-EMPLOYMENT OF MILITARY PENSIONERS.

9.6 (1) Pay of re-employed officers of Armed Forces who retired on completion of the prescribed age or service limit and who are re-employed in civil posts on contract basis in grades equal to the substantive rank or temporary rank, if held for one year, may be fixed at the minimum of the grade/ scale in which re-employment is made and full service pension should be paid in addition. Pay of the re-employed officers who retired before completion of the prescribed age or service limit and who are re-employed on contract basis, will be fixed under the rule at 9.5 (i).

(2) The pay of the retired Defence Services personnel below commissioned rank, on re-employment in Government or in autonomous body on a regular/permanent basis would be fixed at the initial stage/minimum of pay scale of the civil post and no deduction would be made on account of their military pension. In addition, they would be entitled to a civil pension/gratuity in accordance with the existing rules. In case of re-employment under the autonomous bodies the entitlement of pension/gratuity would be subject to the rules of the employing agency.

SECTION - III
COMMERCIAL EMPLOYMENT AFTER RETIREMENT

9.7 If a pensioner who immediately before retirement was a member of Provincial service of former class I or class II or was an holder of an unclassified post wishes to accept any commercial employment in a Pakistani Firm or Company with whom he had to deal with in his official capacity during the two years prior to his retirement or in other Firm or Company located in Pakistan or outside, before the expiry of two years from the date of his retirement, he should obtain the previous sanction of the Government to such acceptance. No pension shall be payable to him if he accepts commercial employment without such sanction in respect of any period for which he is so employed or such longer period as Government may direct.

Provided that such a Government servant permitted by the appropriate authority to take up a particular form of commercial employment during his leave preparatory to retirement, shall not be required to obtain subsequent permission for his continuance in such employment after retirement.

NOTE (1) In this rule commercial employment means employment in any capacity including that of, an Agent under a Company or Firm and includes also a Directorate of such Company and a partnership of that Firm.

NOTE (2) The term "Firm" in this rule includes an individual engaged in trading or in a Commercial, Industrial, Agricultural, Financial or Professional business.

SECTION - IV
EMPLOYMENT UNDER A GOVERNMENT OUTSIDE PAKISTAN
AFTER RETIREMENT

9.8 If a pensioner who immediately before retirement was of any provincial service of former class I or class II was a holder of an unclassified post, wishes to accept any employment under a Government outside Pakistan, he should obtain the previous sanction of Government to such acceptance. No pension shall be payable to a pensioner who accepts such employment without proper permission, in respect of any period for which he is so employed or such longer period as the Government may direct.

Provided that the Government servant permitted by the appropriate authority to take up a particular form of employment under a Government outside Pakistan during leave preparatory to retirement shall not be required to obtain subsequent permission for his continuance in such employment after retirement.

NOTE :- For the purpose of this rule employment under a Government outside Pakistan shall include employment under a local authority or corporation or any other institution or organization which functions under the supervision or control of a Government outside Pakistan.

CHAPTER-X EXTRAORDINARY PENSION,

10.1 (a) The rules in this chapter apply to all persons in civil employ of the Provincial Government (including Government servants serving in a civil or military capacity with a Military, Navel or Air Force), whether their employment is permanent, temporary or casual and whether remunerated by fixed pay or by piece work rates; provided that in case of a person to whom the Workmen's Compensation Act, 1923 applies :-

- (1) an award shall be paid under the provision of this Chapter only if the authority competent to sanction it considers that the compensation payable under the Act is in the particular case inadequate; and
 - (2) the amount of award paid to any such person shall not exceed the difference between the amount otherwise admissible under the rules of this Chapter and amount of compensation payable under this Act.
- (b) Pay for the purpose of this Chapter means the pay which a person was drawing (or in case he was serving in a military capacity with a military force, the pay which he would have drawn if he remained in civil employ) on the date of his death or injury, provided that pay means the average earning of the last six months ending with the date of his death or injury.

10.2 The extraordinary pension may be granted to a Government servant even if he is not invalided from service as a result of the disability on account of which the award is made. The grant of extraordinary pension to a Government servant is no bar to the grant of any ordinary civil pension or gratuity for which he may be eligible under the rules.

10.3 Every grant of extraordinary pension under this Chapter is subject to the provision of rule 1.8

10.4 In case where considerable delay has occurred in applying for extraordinary pension, the grant if any, will take effect from the date of report by the medical Board, or in the case of family pension, from such date as the sanctioning authority may decide. Otherwise the grant may be made with effect from the date of wound, injury or death.

The family pension granted to a posthumous child should commence from the date of his/her birth.

10.5 No extra ordinary pension shall be sanctioned by a competent authority except with the prior concurrence of Finance Department.

10.6 An injury pension to a Government servant, or in the case of his death, a family pension may be sanctioned under any of the following conditions on the merits of each case at the following rates:-

Rates of Disability Pension - Gratuity

CHILDREN'S PENSION				
Class of pension Injury	Pension	Gratuity	Child without own mother	Child with own mother living
A	20% of pay subject t to a maximum of Rs.600/- and minimum of Rs.100/- (Note after death it will devolve on the widow) -do-	6 month's pay	5% of pay subject to a maximum of Rs.100/- and a minimum of Rs.50/- per child	20% of the pay subject to a maximum of Rs.50/- and a minimum of Rs.25 per child

B	15% of pay subject to a maximum of Rs.450 and minimum of Rs.75	Nil	4% of the pay subject to a maximum of Rs.80/- and a minimum of Rs.40/- per child	2% of pay subject to maximum of Rs.40/- and minimum of Rs.20/- per child
C	-do-	Nil	Nil	Nil

A Government servant who receives injury including wound or is killed: -

- i) while serving in a civil capacity with a military, navel or air force;
- ii) while serving in a military capacity with a military, navel or air force
- iii) while performing any particular duty which has the effect of increasing his liability to injury beyond the ordinary risk of the post which he holds.

10.7 For extraordinary family pension the provisions of ordinary family pension shall be applicable to the extent that they are not inconsistent with the rules in this chapter.

10.8 Where a claim for any injury pension or family pension arises, the Head of the Department/Attached Department/office in which the injured or deceased Government servant was employed, shall forward the claim through the usual channel to the Finance Department with the following documents:

- (1) A full statement of circumstances in which the injury was received, the disease was contracted or the death occurred.
- (2) The application for injury pension in Form 9 (pen) or the application for family pension in Form 10 (Pen).
- (3) In the case of an injured Government servant, or one who has contracted a disease a medical 1 report in Form 11 (Pen). In the case of deceased Government servant a medical report as the death or reliable evidence as to the actual occurrence of death if the Government servant lost his life in such circumstances that a medical report cannot be secured,

10.9 In making an award under this Chapter the competent authority may take into consideration the degree of default or contributory negligence on the part of the Government servant who sustains an injury or dies as a result of an injury or is killed.

10.10 All awards under this Chapter shall be made in Pakistan in rupees.

PART-I

CLASSIFICATION OF DISABILITY.

CLASS "A"

1. Loss of a hand and a foot or loss of use of two or more limbs.
2. Total loss of eye-sight.
3. Total loss of speech.
4. Total deafness both ears.
5. Paraplegia or hemiplegia.
6. Lunacy.
7. Very severe facial disfigurement.
8. Advanced cases of incurable disease.
9. Wounds, injuries or disease resulting in a disability due to which a person becomes incapacitated.
10. Emasculation.

Note:-

Wounds, injuries or disease of limb resulting in damage of nerves, joints, or muscles making the whole of limb useless would mean loss of that limb. Cases in which a partial function is retained will not be included in this class. However if the partial retention of function does not help in walking in case of leg or does not help in holding an object even with partial efficiency, it should be considered as total loss of function. Those cases will also be included in this class where the earning capacity of the civil servants has been totally impaired due to the invaliding disability.

Class "B"

1. Loss of a thumb or at least three fingers of hand
2. Partial loss of one or both feet at or beyond tarsometatarsal joint,
3. Loss of vision of one eye.

4. Loss of all toes of one or both feet.

CLASS "C".

1. Limited restriction of movement of joint due to injuries.
2. Disease of a limb restricting performance of duties.

GENERAL NOTE:-

When the wound, injury or illness causing the disability is not entered in the above schedule, the disability shall be assessed by the medical board at the classification most closely corresponding to those given above.

P A R T - II.
PRINCIPLES AND PROCEDURE FOR DETERMINING
ATTRIBUTABILITY TO SERVICE OF DISABILITY

(A) CAUSALITIES DUE TO WOUND OR INJURY.

- (1) It should be established in such cases that the cause of the casualty was the result of duty in service.
- (2) Where the injury resulted from the risk inherent in service attributability will be conceded.
- (3) An individual is on duty for 24 hours of the day except when on leave other than casual leave.
- (4) An individual will be deemed to be in the performance of duty when
 - (i) he is physically present in his headquarters;
 - (ii) he is traveling on leave at Government expense;
 - (iii) when travelling to or from duty (e.g. from residence to place of duty and back but not whilst he is in his residence);
 - (iv) Whilst travelling on duty leave, where it is established that but for the duty he would not have been travelling at all.
- (5) Disability resulting from purely personal acts such as shaving or similar private pursuits would not normally be treated as attributable to service.
- (6) Disability resulting from violence provoked by performance of duty will be viewed as attributable to service unless the circumstances of the case warrant a different conclusion.
- (7) If circumstances are such that service played no part in the

causation of disability, attributability will not be conceded.

ILLUSTRATION:- If a person driving a motor cycle etc. , on duty, collides with a truck the injury received may be attributed to service but if he is out for a walk and sustains injury from a passing truck, his case will not qualify for the concession.

(B). **CASUALTIES DUE TO DISEASE:**

- (a) The cause of disability resulting from a disease will be regarded as attributable to service only when it is directly due to risks which may be regarded as a peculiar to the circumstances of duty in service. In determining attributability in such cases due regard should be paid to the Question whether service in a particular region, or of a particular type, involved exposure to exceptional risk of contraction of, or infection by, a disease, as well as to the actual circumstances of the case.
- (b) Attributability will not be conceded if, though contracted during the period of actual performance of duty, the disease is, in the opinion of the medical authorities concerned, due to risks which cannot be regarded as peculiar to such duty in service.
- (c) Where a disease or its aggravation resulted from the risk of duty , attributability/aggravation will be conceded.
- (d) All cases of tuberculosis and bronchial asthma will be accepted as attributable to or aggravated by service where the medical opinion is in favour of the acceptance.
- (e) Attributability/ aggravation in all cases of Cardiac disease will be determined in accordance with the guide-lines mentioned at the end of this part.
- (f) Where medical or other supporting documents are incomplete, cases will be dealt with on merits with due regard to medical opinion and other evidence.

Guidelines for determining attributability .

Aggravation in cases of Cardiac disease.

1. There are many pre-disposing factors which may precipitate an attack of coronary occlusion. No single factor can be pin-pointed as being responsible for such an attack. It is, therefore, not easy to lay any hard and fast rule for awarding attributability/aggravation in such cases. For the guidance of medical and administrative authorities some of the factors which may

precipitate the attach heart disease are enumerated below: -

(a) **Physical Exertion:-** Coronary occlusion is known to have precipitated during or immediately following physical exertion physical exertion may not necessarily be of an unusual character i.e. lifting of a heavy truck/bundle, pushing a stalled vehicle or an up-hill climbing have in many instances been followed by an attach of Coronary occlusion. The effects if exertion are worse if the individual is unduly fatigued, has lack of sleep or is under emotional stress. Attributability will be. conceded if a person under going stress and strain, pressure and counter pressure by virtue of the nature of his duties, develops psychiatric problem.

(b) **Emotional Strain: -** The occurrence of Coronary disease in persons who had been under an un-usually severe and protracted emotional strain points to a probable relationship between the two. Separation from families, uncongenial atmosphere, frequent moves, all add to mental strain and psychological trauma.

2. The question of attributability/aggravation of heart diseases on occurrence in otherwise a normal individual who is subjected to the above mentioned factors will, therefore, have to be considered and decided in the light of known history and merits of each case.

3. While dealing with such cases due precaution will be exercised by all concerned to carefully bring out detailed merits of the case as award of attributability/aggravation depends on their candid opinion.

Forms
PENSION PAPERS

OF

Mr./Mrs/Miss.....
.....
.....

Postal address
.....
.....
.....

N.B Please read carefully the instructions contained in the guide for Retiring Government Servants and the Manual of pension Procedures

In the case of family pension for death while in service page 2 will not be filled in and page 3 will be applicable

APPLICATION FOR PENSION AND OR GRATUITY
PART I

(To be filled in and signed by the applicant himself/herself)

To

The.....
.....

Sir,

I have the honour to say that I have been permitted to retire from service on (dated)..... am due to retire

It is therefore, request that the pension/gratuity admissible under the rules may kindly be sanctioned to me .

2. I declare that I have neither applied for nor received any pension or gratuity for any portion of this service, nor shall I submit any application hereafter without quoting a reference to this application and to the orders which may be passed thereon.

3. Should the amount of the pension and/or gratuity granted to me be afterwards found to be in excess of that to which I am entitled under the rules, I hereby undertake to refund any such excess.

4 I wish to commute my pension to the extent of Rs __

5. I wish to draw my pension from the District Accounts Office/Treasury/Sub-treasury/National Bank of Pakistan Branch at..... (Place)

6. The following documents, duly, attested, are enclosed:

- (a) Three specimen signatures of mine/two sets of my thumb and finger impressions on the prescribed form.
- (b) Three photographs of mine,
- (c) List of family members.

Your obedient servant

Signature:_____

S/O: _____

W/O _____

D/O _____

Post held on the date of retirement _____

Dated_____

Delete in applicable alternative

APPLICATION FOR FAMILY PENSION

(To be filled in and signed by the applicant himself/herself)

To

The.....
.....
.....

Dear Sir,

I have the honour to say that my husband/wife..... has expired on date.....I therefore request that the family pension admissible under the rules may kindly be sanctioned to me

- 2. I declare that I have neither applied for nor received any family pension
- 3. Should the amount of the family pension granted to me be afterwards found to be in excess of that to which I am entitled under the rules I hereby undertake to refund any such excess.

District Accounts Office
Government Treasury/Sub-Try
Nation Bank of Pakistan Branch

- 4. I wish to draw my pension from the

at (Place).....

- 5. The following documents duly attested are enclosed
 - (i) Three specimen signatures of mine duly attested /two sets of my thumb and finger impressions on the prescribed form.]
 - (ii) Three photographs of mine
 - (iii) List and particulars of family member

- (iv) Descriptive Roll
- (v) Death Certificate
- (vi) Non remarriage and non separation certificates

Yours faithfully

Signature

Widow/Husband/entitled.....

Member of the family.....

Postal Address

.....

.....

Dated

.....

PART II

(To be completed by the office/ Department receiving the application for pension)

SECTION (1) PARTICULARS OF APPLICANT

1. Name of civil servant.....
2. Father's Name
3. Nationality
4. Postal address.....
5. Post held on the date of retirement death
6. BPS..... Date of Birth

Commencement of service.....

Retirement death

Application for pension

8. Length of service

Y M D

From to
 From to
 From to

Total _____

9. Dated of commencement and ending of each spell of military service if any

From to Y M D
 From to

Total _____

10. Government under which service has been rendered chronological order;

Government offrom to i.e.....
 Government offrom to i.e.....
 Government offrom to i.e.....

Total _____

11. Class of pension or Gratuity applied for.....

12. Average Emoluments/Last pay drawn of the post held on regular basis

.....

13 Proposed gross pension/Gratuity.....

14. Proposed family pension

15. Proposed value of commutation.....

16. Proposed net pension.....

District Accounts office

17. Place of Treasury Sub Treasury

National Bank of PakistanBranch

18. Date from which pension commence.....

Signature of Head of

Official seal Office/ Department

Name

Designation

SECTION (2) CALCULATION OF QUALIFYING SERVICE

Total length of service as per Col 10 of
Section (1) Non qualifying service

	From	to	Y	M	D
			Period		

			Y	M	D
i) Extraordinary leave					
ii) Unauthorized absence.....					
iii) Spell of service not qualifying for pension under Article 420 C.S.R					

Total (i).....
(ii).....
& (iii).....

Net qualifying service

Add	From	to	Period		
			Y	M	D
i) Period if any of Military service or war service allowed To count for pension					
ii) Benefit of condonation of deficiency in total qualifying service					

Total (i) (ii) _____

Total qualifying service..... _____

**SECTION (3).-CALCULATION OF "AVERAGE EMOLUMENTS"* UNDER
PARA 3 (a)/(b) OF L.P.R. 1977.**

Period		Duration months & day		Monthly rate of Emoluments		Accounts Drawn	
From	To	M	D	Rs	Ps	Rs	Ps

The Total emoluments for 36 months are; Therefore "Average Emoluments, work out to Rs.36/12 P.M.

SECTION (4).-CALCULATION OF PENSION

length of total qualifying service

Rs.....years

emoluments/ Average Emoluments /Last pay drawn of the post held on regular basis.

A amount of gratuity (in case where qualifying service is 5 years Or more but less than 10 years),

Rs.....

amount of gratuity on discharge from temporary service where qualifying service is 10 years or more but less 25 years.

Rs.....

Gross Pension calculated upto 30 years qualifying service _____

Rs.....

Benefit to the extent of 2% of Gross Pension for each extra year of, service beyond 30 years subject to a maximum of 10% of the Gross Pension.

Rs.....

Total Rs.....

Communication

Rs.....

Net Pension.

Rs.....

SECTION (5) COMMUTED VALUE OF PENSION.

- i) Amount of pension to be commuted Rs.....
- ii) Age next birthday or 60 in case of Superannuation year
- iii) Rate of commuted value for every one rupee. Rs.....
- iv) Commuted value of pension. Rs.

SECTION (6).-ORDERS OF THE SANCTIONING AUTHORITY

I. The undersigned is satisfied that the service of.....
has been satisfactory. The grant of full pension and/or gratuity which the Audit Officer may find to be admissible under the rules is hereby sanctioned.

OR

The undersigned is satisfied that the service of.....
has not been satisfactory and it has been decided that the full pension and/or gratuity found by the Audit Officer to be admissible under the rules should be reduced by the specific amounts or percentage given below:-

Amount or percentage of reduction in pension. _____
 Amount or percentage of reduction in gratuity _____
 Sanction is hereby accorded to the grant of pension and/or gratuity as so reduced.

2. The payment of pension and/or gratuity may commence from
 Before issuing the pension payment order, the Audit Officer may kindly ascertain whether the Last Pay and No Demand certificates have been received by him. In case the Last Pay Certificate and/or No Demand Certificate has/have not been received with the pension papers, the Audit Officer should issue P.P.O. subject to the production of the last pay certificate and/or an undertaking, at the time of first payment of pension gratuity, by the pensioner, or his family (in case of his death) to the effect that any demand coming to the notice within a period of one year after the issue of P.P.O. would be recovered from him/her .

Official seal

Signature _____

Designation _____

(FOR USE IN THE ACCOUNTANT GENERAL'S OFFICE)

I The calculations contained in the preceding pages have been checked.

II. Length of qualifying service accepted in Audit. Yrs .

- III. Reasons for difference, if any between this and the length of qualifying service worked out by the Department
- IV. Amount of pension, Rs
- V. Reasons for discrepancy, if any, between this amount and that calculated by the Department.
- VI. Amount of family pension. Rs.....
- VII. Reasons for discrepancy, if any, between this amount and that calculated by the Department.
- VIII. Amount of commutation for the pension commuted Rs.....
- XI. Reasons for discrepancy, if any, between this amount and that calculated by the Department.
- X. Amount of net pension payable. Rs.....
- XI. The pension will commence from
- XII. Allocation of the pension and gratuity.

Pension Gratuity

Government of.....
 Government of.....
 Government of.....
 Defence Estimates

Total _____

XIII. Anticipatory pension of Rs
 (Rupees,
; ..) per month, granted with effect from.. .
, vide P.P.O. No..... under rule.
 to be adjusted in the final P.P.O.

XIV. Amount of original pension
 commuted. Rs...-.....

XV. Checked with the L.P.C and "No Demand Certificate"

XVI. P.P.O. issued vide No..... dated.....

Assistant Accountant General
Assistant Accounts Officer

Pension papers

of

Mr. _____

N B Please read carefully the instruction printed at the end of this form

1 The Head of the Department or Office responsible for initiating the case should state filling in sections (2) to (5) of Part I of the working copy of the Form one year before the expected date retirement.

2. Six months before the date of retirement the pensioner should be asked to fill in and sign Part I in a fresh copy of the form and submit it along with the required enclosures mentioned in the last paragraph of the application for pension

3. Part I of the working copy will then be filled in by copying from Part I of the signed copy received back from the applicant, Similarly, sections (2) to (5), Part H, of the signed copy will be filled in by copying from part U of the working copy, Section (1) of Part II of both the forms should then be filled in.

4. The signed copy should be forwarded to the sanctioning authority after filling in and signing section (6) While the working copy will be retained in the initiating office as an office copy, If any extra enclosures, such as list of family members. Death Certificate, Invalid Certificate, etc., are required by the special nature of a case, these should be attached with the form sent to the Audit Office.

5. The sanctioning authority should fill in section (7) of the form and send it to the. Audit Office, alongwith a forwarding letter,

6. The Audit Officer after scrutinising Parts I and II and arriving at his own findings about the correct length of qualifying service and amounts of Pension and Gratuity admissible, copy the gist of his findings from his working papers into

Part III, The form will then be filed as a record of the Audit Office.

7. Before filling in the form please read Chapter V of the West Pakistan Civil Services Pension Rules.

FORM) 1 (PEN)

**NOMINATION FOR DEATH-CUM-RETIREMENT GRATUITY/
PENSION/PAY AND ALLOWANCES,**

**(WHEN THE GOVERNMENT SERVANT HAS A FAMILY AND WISHES
TO NOMINATE ONE MEMBER THEREOF).**

I, hereby, nominate the person mentioned below, who is a member of my family, and confer on him the right to receive any gratuity and the pension that may be sanctioned by the government and arrears of my pay and allowances due to me, in the event of my death while in service and the right to receive gratuity pension and pay and allowances on my death which having become admissible to me on retirement my remain unpaid at my death.

Name & Address of the nominee	Relationship with the Govt servant	Age	Contingencies on the happening of which the nomination shall become	Name and relationship of the person if any to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the Govt servant
-------------------------------	------------------------------------	-----	---	--

Dated this _____ day of _____ 19
At _____

Witnesses To signature

Signature of Govt servants

1. _____

2. _____

(To be filled in by the Head of office in the case of non gazetted servants

Nomination by _____ Signature of Head of Office _____

Designation _____ Designation _____
 Office _____ Date _____

Caution:- This nomination can be cancelled at any time by sending a notice in writing to the appropriate authority alongwith a fresh nomination.

**NOMINATION FOR DEATH-CUM-RETIREMENT GRATUITY/
 PENSION/PAY AND ALLOWANCE.
 (WHEN THE GOVERNMENT SERVANT HAS A FAMILY AND
 WISHES TO NOMINATE MORE THAN ONE MEMBER THEREOF).**

I, hereby nominate the persons mentioned below who are members of my family and confer on them the right to receive to the extent specified below any gratuity and the pension that may be sanctioned by the government, and arrears of my pay and allowances due to me, in the event of my death while in service and the right to receive gratuity pension and pay and allowances on my death which having become admissible to me on retirement may remain unpaid at my death.

Name & Address of the nominee	Relationship with the Govt Servant	Age	Contingencies on the happening of which the nomination shall become	Name and relationship of the person if any to whom the right conferred on the nominee shall pass in the event of the nominee predeceasing the Govt servant
-------------------------------------	---	-----	--	---

N/B The Govt servants should draw lines across the blank space below the last entry to prevent the insertion of any name after he has signed

Dated this _____ day of _____ 19

At _____

Witnesses To signature

Signature of Govt servants

1. _____
2. _____

Note:- This column should be filled in so as to cover the whole amounts of the pension gratuity & pay and allowances
 (To be filled in by the Head of office in the case of non gazetted servants

Nomination by _____ Signature of Head of Office _____
Designation. _____ Designation _____
Office _____ Date _____

Caution This nomination can be cancelled at any time by sending a notice in writing to the appropriate authority alongwith a fresh nomination.

**FIRST PAGE
FORM 3 (PEN)
PART**

(To be filled in and signed by the applicant himself)

APPLICATION PENSION AND OR GRATUITY

To,

The
.....

Sir,

have retired

I have the honour to say that I have been permitted to retire form Government service with effect form

.....I therefore, request that the pension admissible under the rules may kindly be sanctioned to me.

(Date)

2. I declare that I have neither applied for nor received any pension or gratuity for any portion of this service nor shall I submit any application hereafter without quoting a reference to this application and to the orders which may be passed on it.

3. Should the amount of the pension and/or gratuity granted to me be afterwards found to be in excess of that to which I am entitled under the rules I hereby undertake to refund any such excess .

4. I wish or draw my pension form the Government Treasury _____ at _____

Sub Treasury (Place)

The following documents duly attested are enclosed :-

- i) Three specimen signatures of mine

- ii) Three photographs of mine
 - iii) Two sets of my thumb and finger impression on the prescribed form.
- Your obedient servants

Signature

(s/o)

Date.....

(post held on the date of
retirement

Postal address.....

.....

SECOND PAGE

PART II

(To be completed by the Office/Department receiving the applications for Pension).

SECTION (I)

(To be completed after receiving the pension application

- +1. Name of applicant
- +2. Father's name
- +3. Nationality
- +4. Postal address
- 5. Post held on the date of retirement.....
- 8. Date of birth of the applicant
- *7. Height
- *8. Marks of identification
- 9. Date of (commencement of service.....
(retirement.....
(application for pension
- 10. Length of service, including interruptions, is-.....
Out of this, length of non-qualifying service and interruption
is.....
- 11. Date of commencement and ending of each spell of military
Service; if any- Y M D
From to i.e.
From to i.e.

Total:-_____

12. Governments under which service has been rendered, in chronological order:-

Y M D

Government of.....-From, to i.e.
 Government of.....From to i.e.
 Government of..... .From to i.e.
 Total:-

++13. Class of pension or gratuity applied for

- 14. (Average) emoluments
- 15. Proposed ordinary pension.
- 16. Proposed special additional pension, any.
- 17. Proposed gratuity.

++18. Place of payment (Government treasury or sub-treasury),

- 19. Date from which pension is to commence.

Office

Signature of Head of _____

Department

+Entries Nos. 1,2,3,4 and 18 should be made in capital letters.

*Not required in the case of gazetted officers

++If the application is for a Compensation, pension or gratuity, the* nature of the change of establishment which has given rise to the claim should be fully stated.

THIRD PAGE

Section (2) Calculation of qualifying service Total length of service including interruptions qualifying service

From To	<u>Period</u>
	Y M D

- (i) Service rendered below the age of 20 years.
- (ii) Extraordinary leave
- (iii) Suspension not treated as duty or as leave

- (iv) Periods of breaks in service
- (v) Service rendered before break if break is not condoned
- (vi) Service forfeited by resignation
- (vii) Unauthorized absence

Total:- _____

Net Qualifying service

From To Period
Y M D

- i) periods if any of Military service or War service allowed to count for pension
- ii) Benefit of condonation of deficiency in service
- iii) Any other addition to qualifying service

Total:- _____

Total qualifying service

Section (3)-Calculation of Ordinary Pension

Statement of emoluments during the last 36 months

From	To	Duration in months and days			Monthly rate of emolument			
		M	I	R	P	R	P	
The total emoluments for		36			Months are			

Therefore average emoluments work out to Rs.....
Rs.....XI/36

As the length of qualifying service is years Rs.....
the amount of gross ordinary pension will be

Less 1/4th (if the applicant comes under the Pension Cum-Gratuity Scheme). Rs.....

Amount of net ordinary pension Rs.....

FourthSection

Section (4)Calculationof Special Additional Pension

No.of completedyearsof effectiveservice
in Grade III
.....Years(A)

No.of completedyearsof effectiveservice
in Grade II
.....Years(B)

No.of completedyearsof effectiveservice
in Grade I
.....Years(C)

Amount ofspecial pension in Grade III(Ax25
subject to themaximumof Rs.125)
month Rs.....Per

Amount ofspecial pension in Grade II (Bx45
subject to themaximum of Rs.225)
month Rs.....Per

Amount ofspecial pension in Grade I (Cx70
subject to themaximum of Rs.350)
month Rs.....Per

Total special additionalpension admissible after
applying themaximum prescribed in notbelow
month Rs.....Per

Less 1/4(if theapplicant comes under thepension
CumGratuityScheme)
month Rs.....Per

Amount of netspecial additional pension
month Rs.....Per

For officer drawing pay above Rs.3,000 but not exceeding Rs.3,250 per
month @ Rs.25 per month for every completed year of effective service,

+For officer drawing pay above Rs. 3,250 but not exceeding Rs,3.500/- per
month at Rs.45/- per month for every completed year of effective service.

For officer drawing pay above Rs.3,500 per month @ Rs.70 per month for
every completed year of effective service

ote- The combined maximum of Special Additional Pensions, Grade III and
Grade II shall be Rs.225/- per month and the combined maximum of

Special Additional Pensions of all the three grades shall be Rs. 350/-per month

Total Net Pension

Amount of net Ordinary pension	Rs.
.	
Amount of net Special Additional Pension	Rs.
Amount of Total net pension	Rs.

Section (5)-Calculation of Gratuity

Amount of ordinary pension surrendered [See Section (3) J]	Rs.
Amount of special additional pension surrendered [See Section (4)]	Rs.
.	

Total amount surrendered Rs.

Length of qualifying service	Years
Rate of gratuity for every rupee surrendered 140/130/120	Rs.
Lump sum gratuity admissible	

FIFTH PAGE

SECTION (6)-REMARKS BY HEAD OF OFFICE/DEPARTMENT

(To be completed only after receiving the pension Application)

- 1, Character and past conduct of the applicant.
2. Remarks regarding any gratuity or pension received by the applicant.

(See Chapter IX of West Pakistan Civil Services Pension Rules).

3. Specific remarks as to whether the service claimed is established and whether it should be admitted for Pension

or not (See Rule 5.3 (2) West Pakistan Civil Services Pension Rules).

- 4. Remarks as to Special Additional Pension, stating whether or not the service rendered in a qualifying post in grade II I and/or II and/or satisfies the standard of work and conduct required in the special conditions of the post or duty for the grant of full special additional pension.
- 5. Any other remarks.

Signature of the
Head of the Deptt:/Office

Applicable only in the case of officers who are eligible for special additional pension

SECTION (7) ORDERS OF THE SANCTIONING AUTHORITY

1. The undersigned is satisfied that the service of..... has been wholly satisfactory. The grant of full pension and/or gratuity which the Audit Officer may find to be admissible under the rules is hereby sanctioned.

Please cross out this paragraph with initials, if full pension is not granted.

OR

The undersigned is satisfied that the service of..... has not been wholly satisfactory, and it has been decided that the full pension and/gratuity found by the Audit Officer to be admissible under the rules should be reduced by the specific amounts for percentages given below :-

Please cross out this paragraph with initials, if full pension is not granted

Amount or percentage of reduction in pension. . . .
Amount or percentage of reduction in gratuity ,
Sanction is hereby accorded to the grant of pensions and/or gratuity as so reduced.

2. The following periods of service of the officer have been approved for the grant of special Additional Pension under the rules: -

Please cross out this paragraph with initials when not applicable

GRADE III
Period of service
Post/posts held.....

GRADE II

Period of service.....

Post/posts held.....

GRADE I

Period of service.....

Post/posts held.....

3. The payment of pension and/or gratuity may commence from... .Before issuing the pension payment order, the Audit Officer may kindly ascertain whether the Last pay and No Demand Certificates have been received by him. In case "No Demand Certificate" has not been received, the Government servant, as soon as he retires or his family in the event of his death before retirement, may be requested to give his/ its consent in writing to any amount outstanding against him on the date of retirement/death being recovered from the pension and/or gratuity in lump sum or in monthly installments as before retirement/death and recoveries made accordingly4. Since there is no regularly appointed Manager or Guardian in respect of the minor beneficiaries Mr/Mrs _____ Husband/Wife of late ___ pointed to be the guardian of the minor children to draw the family pension and/or shares of gratuity on their behalf.

Signature

Designation

SIXTH PAGE

PART III

Accountant General's

(for use in the Accountant General's Office)

- (I) The calculations contained in the preceding Pages have been checked.
- (II) Length of qualifying service accepted in Audit
- (III) Reasons for deference if any between this and the length of qualifying service worked out by the Department
- (IV) Amount of Pensions
Rs.....
- (V) Reasons for discrepancy if any between this amount and That calculated by the Department
- (VI) Length of effective service in
Grade III..... Years
Grade II..... Years

- (VII) Grade I..... Years
 Amount of special additional pension
 Rs.....
- (VIII) Reasons for discrepancy if any between this amount
 And that calculated by the Department
- (IX) Amount of lump sum gratuity
 Rs.....
- (X) Reasons for discrepancy if any between this
 Amount and that calculated by the Department
- (XII) Allocation of the Pension and Gratuity:- Pension Gratuity
 Government of
 Government of
 Government of
 Defence Estimates

Total Rs. _____

- (XIII) Anticipatory Pension of Rs.....(Rupees.....
 Per month granted with effect fromvide
 P.P.O No.dated.....to be
 Adjusted in the final P.P.O
- (XIV) Amount of original pension commuted Rs.....

Assistant Accountant General
 Assistant Accounts Officer

1. Checked with the L.P.C and No Demand Certificate written
 consent vide pars 3 of section (7) part II
2. P.P.O issued vide No..... dated

Assistant Accountant General
 Assistant Accounts Officer

FORM 4 (PEN)
(REFERRED TO IN RULE 5.61)
PENSION GRATUITY PAYMENT ORDER (OBVERSE)
(COLLECTOR'S HALF)

Please for signature of pensioner on the first payment mad hereon

Class of pension and date order sanctioning it	Personal identification	Height		Date of approximate date of Birt	Sect	Residence showing villag tehsil & distric	A amount monthly pension
			Inches				

NO.

Audit office

Lahore _____ 19_____

Sir

(1) Until further notice and on the expiration of every month be pleased to pay to A.B the sum of Rs. _____ being the amount of _____ Pension as _____

Upon the production of the counterpart thereof taking form the clamant a receipt for the amount according to usual form. The payment should commence form _____

(2) In addition to the pension in paragraph (1) above A.B should be paid in one installment the sum of Rs.- as gratuity.

To the Collector of _____ Audit Office

NOTE- payment under this order is to be made only to the pensioner in person with the flowing exceptions

- (a) To pensions specially exempted by the Government.
- (b) To female unaccustomed to appear in Public and to persons unable to appear on account of illness or bodily infirmity ((Payment to both classes (a) and (b) is made on production of a life Certificate signed by responsible officer of Government, or other well known and trustworthy persons.
- (c) To any person sending a life Certificate signed by a Magistrate or a Gazetted Government Servants.

PENSION GRATUITY PAYMENT ORDER (OBVERSE) CONTINUED
PENSIONER'S HALF

Class of pension and date of order sanctioning it	Date of approximate date of Birth	Sect	Residence showing village tehsil & district	A amount monthly pension
---	-----------------------------------	------	---	--------------------------

NO.

Audit office

Lahore _____ 19_____

Sir

(1) Until further notice and on the expiration of every month be pleased to pay to A.B the sum of Rs. _____ being the amount of _____ Pension as _____ upon the production of this order and receipt according usual form. The payment should commence from _____

FORM 4 (PEN.) CONTD

PENSION GRATUITY PAYMENT ORDER (OBVERSE) CONTINUED
PENSIONER'S HALF conclud.

(1) In addition to the pension in paragraph (1) above A.B should be paid in one installment the sum of Rs. _____ as gratuity

To the Collector of _____ Audit office

NOTE- payment under this order is to be made only to the pensioner in person with the following exceptions

- (a) Pensions specially exempted by the Government.
- (b) To female unaccustomed to appear in Public and to persons unable to appear on account of illness or bodily infirmity ((Payment to both classes (a) and (b) is made on production of a life Certificate signed by responsible officer of Government, or other well known and trustworthy persons)
- (c) To any person sending a life Certificate signed by a Magistrate or a Gazetted Government Servants.

FORM4 (PEN) Contd
PENSION GRATUITY PAYMENT ORDER (REVERSE)
REVERSE OF PENSIONER'S HALF Concl'd.

	19	19	19	19	19	19	19	19	19	19	
Month for Which pension is due	Date of payment	Disbursing officer's initials	Date of Payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Remarks
June											
July											
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											

FORM 5 (PEN)

- (1) THE ACCOUNTANT GENERAL, WEST PAKISTAN
(FOR GOVERNMENT SERVANTS EMPLOYED IN LAHORE,
RAWALPINDI, MULTAN AND BAHAWALPUR DIVISIONS).
- (2) THE COMPTROLLER, NORTHERN AREA, WEST PAKISTAN,
PESHAWAR (FOR GOVERNMENT SERVANTS EMPLOYED IN
PESHAWAR AND DERA ISMAIL KHAN DIVISIONS).
- (3) THE COMPTROLLER, SOUTHERN AREA, WEST PAKISTAN,
KARACHI (FOR GOVERNMENT SERVANTS EMPLOYED IN
HYDERABAD AND KHAIRPUR DIVISIONS).
- (4) THE COMPTROLLER, SOUTHERN AREA, WEST PAKISTAN
(QUETTA, KALAT WING), KARACHI (FOR GOVERNMENT
SERVANTS EMPLOYED IN QUETTA AND KALAT DIVISIONS).

Subject- GRANT OF ANTICIPATORY PENSION TO

SIR,

I am directed to state that Mr. _____
have the honour

is due to retire (or has retired) from Government service with effect from _____ . The finalization of his pension case is like to take some time. To avoid unnecessary hardship he is granted an anticipatory pension/ gratuity with effect from _____ as follows:-

- 1) Ant Anticipatory .. Rs. _____ (in words and figures per *mensem*),
pension
- 2) Gratuity Rs. _____ (in words and figures
per *mensem* for six month).

Necessary declaration duly signed by him is enclosed. The Treasury Officer is being requested for disbursement of the anticipatory pension/gratuity from the Government Treasury/Sub-Treasury at _____

*Here insert the name of the authority competent to sanction the pension.

**Give here the name and designation of the retiring Government servant.

2. His anticipatory pension/gratuity has been sanctioned after careful summary investigation on the following basis:-

- (1) Name of the Government servant.
- (2) Father's Name.
- (3) Race, sect and caste.
- (4) Residence showing village, tehsil and district/pargana.
- (5) Present (or last employment including the name of the establishment.
- (6) Date of birth.
- (7) Date of first recruitment in Government service.
- (8) Date of beginning of continuous qualifying service (including temporary service over five years without break, or temporary and officiating service followed by confirmation.
- (9) Date of ending of service.
- (10) The period. of service that ordinarily does not count for pension-
 - (i) The period of service paid from contingencies,
 - (ii) Extraordinary leave.
 - (iii) Period of suspension with forfeiture of any part of pay or

Period of training before actual appointment to Government service.

- (11) The length of qualifying service (after deduction of the periods mentioned in (10) above).
- (12) Class of pension of gratuity (whether compensation, invalid, superannuation or retiring).
- (13) Average emoluments or pay (i.e. , for the last three years of service)
- (14) (I) (a) Whether his service was more than 5 years and less than 19 years, if so-
 (b) Gratuity admissible to him.
 (II) If his qualifying service is ten years or more and he did not die before retirement-
 (a) The amount of full pension without surrendering 1/4th thereof.
 (b) The amount of 1/4th of the pension that has been surrendered.
 (c) The reduced pension admissible to the Government servant (a) minus, (b) above),
 (d) Gratuity admissible to him.

3. The pension gratuity is chargeable to West Pakistan Government

provisionally and will commence from _____(the date of the retirement of the Government servant or the day following his death, if he died before retirement).

4. This letter will constitute an authority to claim anticipatory pension gratuity till the finalization of the pension case of the Government servant concerned.

5. A copy of the declaration *singed by the retiring Government servant is attached

Your most obedient servant.

*Form attached.

AUTHORITY COMPETENT TO SANCTION THE PENSION OF

No,

Dated

A copy is forwarded to *_____for information

AUTHORITY COMPETENT TO SANCTION THE PENSION

No.

Dated

A copy is forwarded to the Treasury Officer ** for necessary action.

2. Pension Payment Order No. _____ in _____ favour of _____ for Rs. _____ per *mensem* is attached. I am to request that the pensioner's half of the order may be made over to him after obtaining his signature on the disbursers half after you have satisfied yourself of his identity and payments noted on both halves as they are made. The slip bearing the left hand thumb and finger impressions Passport size photo and specimen signature of the pensioner is also enclosed.

Please acknowledge receipt.

Authority competent to sanction the pension

DECLARATION

Whereas*** _____ has consented Provisionally to advance to me the sum of Rs. _____ (in words and figures) a month as gratuity equal to one sixth of 3 4th of the gratuity admissible, in anticipation of the completion of the enquiries necessary to enable the Government to fix the amount of my pension/gratuity I hereby acknowledge that my pension/gratuity is subject to revision on the completion of the necessary formal enquiries, and I promise to have no objection to such revision on the ground that the provisional pension/gratuity now to be paid to me exceeds the pension/gratuity to which I may be eventually found entitled. I further promise to repay any amount advanced to. me in excess of the Pension/gratuity to which I may be eventually found entitled. Signature of the Government servant with full address and date. Witnessed with full address-

(1)

(2)

Pension Anticipatory _____ Payment Order Gratuity	DEBATABLE TO _____ GOVERNMENT Head of Account _____ Major Head Minor Head Voted. _____ Charged/Non-voted. Place for signature of Pensioner on the first payment made.
Disburser's Portion.	

Class of Anticipation Pension/ Gratuity and date of order	Personal identification	Height Ft. Inch	Date or approximate Date of birth	Sect Residence showing village and pergana	Amount of monthly anticipatory pension/gratuity Rs. Ps.

***Here state the designation of the authority sanctioning the anticipatory pension,

In the case of literate ladies and Gazetted Government servant thumb or finger impressions are not required.

OFFICE OF THE _____.

No. _____ the _____ 19

Sir,

Until further notice, and on the expiration of every month, be pleased to pay to _____

the sum of Rs. _____ less Income-tax)

being the amount of _____ anticipatory pension as
gratuity

sanctioned dated this _____ office letter No. _____
dated _____ Upon the
production of the Pensioner's Portion of this order taking from the claimant a
receipt for the amount according to usual form. The payment should commence from.

(Signature)
(Designation)

To _____ the _____ Treasury
Officer _____

Note-Payment under this order is to be made only to the pensioner in person, with the following exceptions :-

- (a) To persons specially exempted by the Government.
- (b) To female unaccustomed to appear in public and to Pensions unable to appear on account of illness or bodily infirmity, (Payment in both classes (a) and (b) is made on production of Life Certificate signed by a responsible officer of Government, or other well-known and trust worthy person),
- (c) To any person sending a Life Certificate signed by a Magistrate or by a Gazetted Government servant,
- (d) In all cases referred to in clauses (a), (b) and (c) the Disbursing Officer must at least once a year, require proof independent of that furnished by the Life Certificate, of the continued existence of the pensioner.

REVERSE OF DISBURSER'S PORTION

Amount of Anticipatory Pension
 Rs. in (words)
 Gratuity

This document is to be retained by Disbursing Officer so long as the authority remains in such manner that pensioner shall have no access to it. Every separate payment is to be recorded below:-

	19	19	19	19	19	19	19	19	19	19	
Month for Which pension is due	Date of payment	Disbursing officer's initials	Date of Payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Remarks
June											
July											
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											

Note of Pensioner's. Dated Initials Date initials Dated Initials Dated Initials Dated Initials Dated Initials
 Initials Identification

If the payments made by Postal Order Identification is required twice as prescribed otherwise annually

FORM 5 (PEN)-CONTD

		19	19	19	19	19	19	19	19	19	
Month for Which pension is due	Date of payment	Disbursing officer's initials	Date of Payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Remarks
June											
July											
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											
Note of Pensioner's Identification	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	

If the payments made by Postal Order Identification is required twice as prescribed otherwise annually

**FORM 5 (PEN) CONTD
PENSION
ANTICIPATORY PENSION/GRATUITY PAYMENT ORDER
PENSIONER'S PORTION**

Debitable toGovernment

Head of Account
Major head
Minor head
Voted
Charged/Non-voted

Name of pensioner.....

Class of pension and Dated or Sect Residence showing Account of

date of order sanc- tioning it	apporxi- mate date of birth	village and per- gana	month pension
-----------------------------------	-----------------------------------	--------------------------	---------------

Office of the

No. dated the 19

Sir

Until further notice and on the expiration of every month be please to pay
to.....
the sum of Rs.....(less income tax being
the amount of

Anticipatory Pension as

Gratuity

..... Upon the production of
this order and a receipt according o usual form
The payment should commence form.....

(Signature)_____

(Designation)_____

To

The Treasury Officer, At.

Note-(1) Payment under the order is to be made only to the pensioner in person with the following exceptions: -

- (a) To persons specially exempted by Government.
- (b) To females unaccustomed to appear in public and to person unable to appear on account of illness or bodily infirmity.

(Payment in both cases (a) and (b) is made on production of a life Certificate signed by a responsible officer of Government or other well-known and trustworthy per son).

- (c) To any person sending a Life Certificate signed by a Magistrate and Gazetted Government servant.
- (d) In all cases referred to in clauses(a), (b) and (c) the Disbursing Officer must at least once a year, require proof, independent of that furnished by the Life Certificate of the continued existence of the pensioner.

Note-(2) On the decease of the pensioner, this order should be immediately retumed by his family to the District Officer with a report of the date of his decease.

**FORM 5 (PEN) CONTD
PENSION**

Amount of Anticipatory ----- Rs.------(In
words)----- Gratuity

(Every separate payment is to be recorded below by the Disbursing Officer)

		19	19	19	19	19	19	19	19	19	
Month for Which pension is due	Date of payment	Disbursing officer's initials	Date of Payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Date of payment	Disbursing officer's initials	Remarks
June											
July											
August											
September											
October											
November											
December											
January											
February											
March											
April											
May											

FROM 6 (PEN.)

**COMMUNICATION OF CIVIL PENSIONS PART I-FORM
OR APPLICATION**

1. I desire to commute Rs _____ of my Superannuation /Retiring /invalid /Compensation pension of Rs. a month. I certify that I have answered correctly each and all of the questions below: -

Please

Signature

Date

Designation

Address

Questions

Answer

1. What is the date of your birth

2. How much of your pension do you wish to commute? .
3. (a) Have you already commuted a portion of your pension. If so, give particulars.
 (b) Has any application from you for commutation pension ever been rejected, or have you ever accepted.
 _____ Commutation of pension on the declined to accept.

basis of an addition of years to your actual age recommended by the medical Authority. If so, give particulars.

4. From what treasury do you draw or propose to draw your pension and commutation money.
5. If you are already drawing your pension, quote the number of your Pension Payment Order:-
6. Without prejudice to the discretion of the sanctioning authority, from with date approximately do you wish this commutation to have effect?
7. At what station (near the area in which you are ordinarily resident) would you prefer your medical examination to take place.

Place

Signature

Date

Forwarded for report to
 (here enter designation and
 address of the Accounts Officer
 Signature

Designation (of Head of Office/Department/ Attached Department).

PART II

Forwarded to _____ (here enter the designation of the sanctioning authority) and address.

2. Subject to the medical authority's recommending commutation, the capitalized value of Rs. out of the monthly pension of Rs. Will be payable as stated below-

Sum payable, if the commutation becomes absolute before the applicant's next birthday, which falls on	[On the basis of normal age, i.e.———years, Rs. [Rs.....
---	---

Sum payable, if the commutation becomes absolute after the applicants birthday, but before his next birth day but one.	[On the basis of normal] age, i.e.———years, Rs. [Rs..... day
--	--

3. The sum payable will be debatable to _____

Central Revenues

The Government of

Rs.....Ps.....

Station _____ (Provincial Government
Signature and designation of Accounts
Date _____ Officer).

PART III

Administration sanction _____ is accorded to the above commutation. Acetified copy of paragraph 2 of Part III of the Form has been forwarded to the applicant in Form 8 (Pen.),

Place _____ (Signature and designation of the
Date _____ Sanctioning Authority),

Forwarded with one copy of Form 8 (Pen.) and an extra copy of part III of that Form to the Secretary to the Government of West Pakistan, Health Department, Lahore, in original on _____ with the request that he will arrange for the medical examination of the applicant by the proper medical authority as early as possible within three months from the but not (here enter the date) earlier than the _____ and inform the applicant direct in sufficient (here enter or retirement time where and when he should appear for the examination.

The next birthday of the applicant falls on _____ and his medical examination may be arranged before that date if possible, unless the applicant desires that it should be held after that date but within the period prescribed in the sanctioning order.

(Signature and designation of the
Sanctioning Authority)

**FORM 7 (PEN,
(REFERRED TO IN RULES 8.3)
COMMUTATION OF CIVIL PENSIONS PART I**

Subject to the medical authority's recommending commutations the conditions prescribed in Part II of this form, the capitalized value of _____ out of the monthly pension of Rs. will be payable as stated below:-

Sum payable if the commutation on the basis becomes absolute before the applicant's next normal age i.e birthday which falls on _____ years Rs._

Station _____
Date _____

Signed _____
Designation of Accounts Officer),

Su m payable if the commutation becomes absolute after the applicant's birthday but before his next birthday, but one

Signed Designation of Accounts Officer),

PART II

The commutation for a lump payment of the pension is administratively sanctioned on the basis of the report of the Account Officer contained in Part I above. The sum payable will be the sum appropriate to the applicant's age on his birthday next after the date on which the commutation becomes absolute, or, if the medical authority directs that years shall be added to that age, to the consequent assumed age.

2. The Secretary to Government, West Pakistan, Health Department, has been requested to arrange for the medical examination and inform Mr. _____ direct where and when he should appear for the examination. He should bring, with him the enclosed Form 8 (Pen.) with the particular required in Part I completed except for the signature.

(Signature and designation of the sanctioning authority).

Station

Date

To,

(The name and address of applicant)

FORM 8 (PEN.)

(REFERRED TO IN RULES 8.5) COMMUTATION OF CIVIL PENSIONS

Medical Examination by the (here enter the medical authority)

PART I

Statement by the applicant for commutation of a portion of his pension. The applicant must complete this statement prior to his examination by the _____ (here enter the medical authority) and must sign the declaration appended thereto in the presence of that authority.

1. Name in full (in Block.
2. letters) Date of birth.
3. Have you ever been granted leave on medical certificate, if so, state periods of leave and nature of illness.
4. Has any application for insurance on your life ever been declined or accepted at an increased premium
5. i) Have you ever been told that you had albumen or sugar the urine

- (ii) Do you rise at night to urinate?
- (iii) Are you now or have you ever been on special diet for your health?
- (iv) Has there been any marked increase or decrease in your weight within the past three years, if so, how much?

6. Have you been under the treatment of any doctor within the last three months if, so, for what illness.

DECLARATION BY APPLICANT

(To be signed in presence of the medical authority)

I declare all the above answers to be, to the best of my belief, true and correct.

I will full reveal to the medical authority all circumstances within my knowledge that concern my health and fitness.

I am fully aware that by willfully making a false statement of concealing a relevant fact I shall incur the risk losing the commutation I have applied for, and of having my pension withheld or withdrawn under rule 1.8 of the West Pakistan Civil Services Pension Rules.

Applicant's Signature.

Signed in presence of _____

(Signature and designation of medical authority)

FORM 8 (PEN)-concl d

PART II

(To be filled in by the examining medical authority)

1. Apparent age
2. Height
3. Weight
4. Girth of abdomen at level of umbilicus
5. Pulse rate
 - (a) Sitting
 - (b) Standing
 What is character of pulse?
6. What is condition of arteries?
7. Blood pressure-
 - (a) Systolic
 - (b) Diastolic
8. Is there any evidence of disease of the main organs-
 - (a) Heart

- (b) Lungs
- (c) Liver
- (d) Spleen

9. Does chemical examination of urine show (i) albumen, (ii) Sugar?
State specific gravity.
10. Has the applicant a rupture? If so, state the kind and if reducible.
11. Describe any scars or identifying marks
12. Any additional information Station Dated

(Signature and designation of examining medical authority).

PART III

I/We have carefully examined _____
of opinion that either he is/is not in good bodily.

(Name of Applicant)

health and has the prospect of an average duration of life is not a fit subject for commutation or (in the case of an impaired life which is yet considered a fit subject for commutation) as _____ is suffering from _____ his age for the purpose of commutation, i.e. , his age next birthday should be taken to be _____ more than his actual age.

(Left hand thumb and finger impressions of
non-gazetted government servants.

(Signature and designation of examining
medical authority).

Station Dated

Note-In the case of an impaired life, if the pensioner desire , after the medical examination to record his acceptance of the reduced commutation value without waiting for an intimation of the revised commuted value from the Accounts Officer, he may intimate to that officer an unconditional acceptance which will treated as final and irrevocable.

FORM 10 (PEN)
(REFERRED TO IN RULE 10-8)
FORM OF APPLICATION FOR FAMILY PENSION

Application for an extraordinary pension for the family of A.B. late _____ killed, or died of (injuries received in the execution of duty.

Submitted by the _____

- | | |
|-------------------------|--|
| Description of claimant | <ul style="list-style-type: none"> (1) Name and residence, showing village, Tehsil and District. (2) Age (3) Height (4) Race, caste or tribe (5) Marks for identification (6) Present occupation and pecuniary circumstances. (7) Degree of relationship to deceased |
| Description of deceased | <ul style="list-style-type: none"> (8) Name (9) Occupation and service (10) Length of service (11) Pay when killed (12) Nature of injury causing death (13) Amount of pension or gratuity proposed (14) Place of payment (15) Date from which pension is to commence (16) Remarks |

Name and age of surviving kindred of deceased	<ul style="list-style-type: none"> Name Date of birth by' Christian year (Sons (Widows (Daughters (Father (Mother
---	--

Note-(If the deceased has left no son, widow daughter, father or mother surviving him the word "none" or "dead" should be entered opposite to such relative)

Signature of Head of Office/Department/
Attached Department. Place

Dated Note-Entries 1, 4, 8 and 14 to be entered in Block Capitals.

FORM 11 (PEN)
Confidential
(REFERRED TO IN RULE 10.8)

FORM TO BE USED BY MEDICAL BOARDS WHEN REPORTING ON
INJURIES. PROCEEDINGS OF MEDICAL BOARD.

Proceedings of a medical Board assembled by order of for the purpose of examining and reporting on the present state of injury sustained by at (Place of injury etc) on the (disease contracted by) date of injury, etc).

- (a) State briefly the circumstances under which injury /disease was sustained/contracted.
- (b) what is the Government servant's present condition?
- (c) Is the Government servant's present condition wholly due to the Injury/diseased. If not state to what other cause it is attributable.
- (d) In the case of disease from which date does it appear that the Government servant has been incapacitated ?

The opinion of the Board upon the question below is as follows:-

1. Has the Government servant lost an eye or a limb, as to first As to 2nd As to 3rd injury (if any)
2. If the answer to (1) is in the negative, is the injury equivalent to the loss of a limb ?
3. If the answer to (1) (2) are in the negative, is the injury very severe ?
4. If the answer to (3) is "Yes", for what total period from the date of injury has the Government servant been, or is he likely to be unfit for duty ?
5. If the answer to (1)(2)"and (3) are in the negative, is the injury severe
6. If the answer to (5) in yes_____
 - (a) is the injury likely to be permanent ?
 - (b) and, is so for what total period from the date of the injury has the Government servant been, or is he likely to be, unfit for duty
7. If the answer to (2) was "yes", in the first instance –
 - (a) are the effects of the injury still equivalent to the loss of a limb, and if not
 - (b) are they very severe ?
8. If the answer to (3) was "Yes" in the first instance, are the effects of the injury still very severe ?
9. If the answer to the questions above are in negative, the injury should be classified here as "severe but not likely to be permanent" or slight and permanent, or in similar terms.

**INSTRUCTIONS TO BE OBSERVED BY THE MEDICAL BOARD
PREPARING THE REPORT.**

1. The medical board before recording their opinion should invariably consult the proceedings of previous medical Boards, if any, as also all previous medical documents connected with the Government brought before them for examination.

2. If the injuries be more than one, they should be numbered and described separately and should it be considered that, for instance, though only one of "Slight" in themselves, they represent together the equivalent of single "very severe" injury such as opinion may be expressed in the column provided.

3. In answering the question in the prescribed form the Medical Board will confine itself exclusively to the medical aspect of the case and will carefully discriminate between the Government's servant's supported statement and the medical and documentary evidence available.

4. The Board will not express any opinion either to the employee examined, or in their report, as to whether he is entitled to compensation, or as to the amount of it, nor will it inform the employee how injury has been classified.

CLASSIFICATION OF INJURIES.

Equal to loss of limb-
Hemiplegia without aphasia
Permanent use of a trachea to maintain tube
Artificial anus
Total deafness of both ears
Very severe –

Complete unilateral facial paralysis, likely to be permanent. Loss of kidney, ureter or bladder

Compound fractures (except phalanges).
such gross destruction of soft parts as to lead to permanent.

Disability or loss of function.

Severe and likely to be permanent -

Ankylosis of or considerable restriction in the movement of one of the following joints :-

Knee, elbow, shoulder, hip ankle, temporo-maxillary or frigidly of the dorsilumbar or cervical sections of the spine. Partial loss of vision of one eye
Destruction or loss of one testicle. Retention of foreign bodies not causing permanent or serious symptoms.

No.FD(R)VII-1/86 Dated 3rd March,1989

1. If the gross pension sanctioned by the Balochistan Government is shared with any other Government in accordance with the rules laid down in part IV

of Appendix III to the Account Code (VolII), the amount of the increases will be apportioned between the Governments concerned on proportionate basis.

2. The other instructions on the subject will be the same as applicable to family pensions which were in existence on 1.7.1983.

NO.FD (R) VIII-1/88/4102-4252 Dated Quetta the 5th Sep: 1988.

Subject: - **PENSION CASES.**

The Chief Minister has been pleased to direct that all the Administrative Departments should ensure that pensioner documents of the retiring officials are completed well in advance, at least three months prior to their retirement to ensure that the audit office issues pension payment orders in favour of retired employees as soon as they proceed on retirement. The completion of pension documents will be the responsibility of the Administrative Departments under whose control the retiring officials worked.

2. It is requested that this directive may please be brought to the notice of all subordinate/attached offices under your control for strict compliance.

NO.FD (R) X-34/89/2675-98 Dated Quetta the 22nd June, 1988.

Subject: - **GRANT OF AD-HOC RELIEF IN PENSION TO CIVIL PENSIONERS OF BALOCHISTAN GOVERNMENT.**

The Government of Balochistan is pleased to sanction, w.e.f. 1st July, 1990 an ad-hoc relief @ 5% of pension to all pensioners of the Provincial Government. This increase shall be admissible to Government servants who retired upto 30th June 1990 as well as those who would retire after 30th June, 1990 in the existing pay scales.

2. For the purpose of admissibility of the ad-hoc relief sanctioned in this letter, the term "Pension" mean gross pension (i.e. pension before commutation and / or surrender of 1/4th thereof) plus dearness/ad-hoc increases in pension sanctioned from time to time, where admissible.

3. If a person is in receipt of more pensions than one, the pensions will be aggregated for the purpose of these orders.
4. The ad-hoc relief will also be admissible on family pensions granted under the Pension-cum-Gratuity Scheme, 1954 / Liberalized Pension Rules, 1977, on pensions sanctioned under the Provincial Civil Services (Extra Ordinary Pension) Rules as well as on the Compassionate Allowance under Rule 1.9 of the Balochistan Civil Service Pension Rules, 1989, plus dearness/ad-hoc increases sanctioned in the past and where admissible.
5. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules laid down in part-IV of appendix III to the Account Code, Vol.I, the amount of the ad-hoc relief will be apportioned between the this Government and other Government concerned on proportionate basis.
6. Commutation / Gratuity of any part of ad-hoc relief will not be admissible.
7. In the case of re-employed pensioners, the ad-hoc relief sanctioned in this letter shall not be admissible to them during the period of their re-employment.

NO.FD (R) II-24/Index./2774-2874.Dated Quetta the 1st July, 1990.

Subject: - **BENEFIT FOR EXTRA YEAR OF SERVICE AFTER COMPLETION OF 30 YEARS.**

Under the existing rules and orders, Government servants retired prior to 1-7-1986 are not entitled to any benefit of service rendered after completion of 30 years qualifying service. It has been decided that the Government servants retired, prior to 1. 7-1986 shall also be allowed the benefit to the extent of 2 % of gross pension for each extra year of service put in by him beyond 30 years qualifying service subject to a maximum of 10 % of his gross pension from 1.7. 1986. No arrear will be allowed prior to 1.7.1986

2. Commutation/gratuity of any part of the additional amount will not be admissible.

3. Indexation on pension from 1.7.1986 (i.e of pension upto Rs.,1500/- and 31/2 % of pension above Rs.1500/- and ad-hoc relief allowed from 1.7.1987,1.7.1983 and 1.7.1990 respectively will also be admissible on the above amount.

4. The above benefit will also be applicable/ admissible to family pension

No.D(R)II-29/91/3967-4047, Dated 30th September 1991

subject: - **GRANT OF AD-HOC INCREASE IN PENSION TO ALL CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

The Government of Balochistan has been pleased to sanction from 1.7.1991 ad-hoc increase @ 32% of pension to all civil pensioners' of the provincial Government who retired on or before 30.4.1977 and 12% of pension to those who retired on or after 1.5.1977.The ad-hoc increase will not be admissible to those who are entitled to calculation of pension on pay scales introduced from 1.6.1991 or thereafter.

2. For the purpose of admissibility of the ad-hoc increase sanctioned in this circular letter the term 'Pension' means before commutation and/or surrender of ¼ th for gratuity plus dearness/ad-hoc increases/indexation/ad-hoc relief in pension sanctioned from time to time.

3. The ad-hoc increase will also be admissible on family pension granted under the Pension-cum-Gratuity Scheme, Liberalized Pension Rules, 1977.

4. If the gross pension sanctioned by this Government is shared with any other Government in accordance with the rules laid down in Part-IV of appendix-III to the Accounts Code, Volume-I, the amount of the ad-hoc increase will be apportioned between the Balochistan Government and the other Government concerned on proportionate basis.

5. Commutation/Gratuity of any part of ad-hoc increase will not be admissible.

6. In the case of re-employed pensioners, the ad-hoc increase sanctioned in this circular letter shall not be admissible to them during the period of their re-

employment.

7 The benefit of ad-hoc increase, sanctioned in this circular letter will also be admissible to this civil pensioners of the Balochistan Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15.8.1947 and are not entitled to, or not in receipt of pension increase under the British Government's Pension (increases) Acts. The payment will be made at the existing official Rate of exchange

NO.FD(R)II-29/91, Dated 9th October, 1991

Subject - **GRANT OF AD-HOC INCREASE IN PENSION TO ALL CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

In supersession of this department's circular letter No. FD(R)II-29/91 4402-4501 dated the 9th October, 1991 on the above-noted subject, the Government of Balochistan has decided to grant the benefits as under :-

Pensioners who retired prior to 1st May, 1977 be allowed an increase in pension w.e.f 1st June, 1991 at 20% on existing pension (inclusive ad-hoc increases). All pensioners be allowed increase in their pension at the rate of 12% w.e.f 1st June, 1991. For pensioners who retired before 1-5-1977 this increase will be over and above the increase of 20% mentioned above.

- i. the above increase will not be admissible to those retired on or after 1-6-1991.
- ii. For the purpose of admissibility of the ad-hoc increase sanctioned herein the term 'pension' means pension before commutation and/or surrender of 1/4th for gratuity plus dearness/ad-hoc increases indexation/ad-hoc relief in pension sanctioned from time to time.
- iii. the ad-hoc increase will also be admissible on family/pension granted under the pension-cum-gratuity Scheme, 1954, Liberalized Pension Rules, 1977, on pension sanctioned under the Balochistan Civil Services Pension Rules, 1989 including Extra Ordinary Pension.
- iv. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules laid down in Part-IV of Appendix-III to the Accounts Code (Vol-I) the amount of the ad-hoc increase will be apportioned between the provincial Government and other Government concerned on proportionate basis.
- v) Commutation/gratuity of any part of ad-hoc increase will not be permissible.

- vi) In the case of re-employed pensioners, the ad-hoc increase sanctioned in this letter shall not be admissible to them during the period of their re-employment.
- vii) the benefit of ad-hoc increase sanctioned in this letter will also be admissible to those Civil Pensioners of the provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15-8-1947 and are not entitled to, on are not in receipt of pension increased under the British Government's Pension(Increases)Act. The payment will be made at the existing official rate of exchange.

2. The Government servants who have retired on or after 1st July, 1990 till the introduction of revised pay scales i.e. 1st June, 1991, be allowed pension/commutation on the basis of pay that would have been admissible to them had the pay revision been effected on the date of their retirement, discounted by 12%

3. Pension shall be calculated for all pensioners from time to time in accordance with the latest rules.

4. The above mentioned benefits will also be admissible on family pension.

No.FD(R)II-20/91/362-466 Dated 26th January,1992

Subject:- **GRANT OF AD-HOC INCREASE IN PENSION TO ALL CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT .**

Reference para 2 of this Department's circular letter No. FD(R)II-29/91/362-4-66.7 dated the 26th January, 1992 on the above-noted subject and to say that the Government servants who retired on or after 1-7-1990 and are entitled to calculation of pension in the revised pay scales introduced from 1st June, 1991 discounted by 12% , will be allowed 12% increase in pension with effect from 1st June, 1991.

No.FD(R)II-29/91/1412-1611, Dated Quetta the 19th May 1992

Subject: - **INCENTIVES OF SPECIAL ADDITIONAL PENSION TO CIVIL SERVANTS RETIRING AFTER COMPLETION OF 23 YEARS SERVICE.**

This Department's letter No.FD(R)III-40/91/Orderly/2422-50 dated 8th May,1991 on the subject cited above and to say that Government of Balochistan has decided to allow Special Additional Pension at the rate equal to the admissible pre-retirement Orderly Allowance (to Rs..1000/-p.m) to BPS- 20 to 22 Officers.

No.FD(R)III-43/94/4440-69. Dated Quetta, the 24th November,1994.

Subject:- **GRANT OF INCREASE IN PENSION TC CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT .**

The Government of Balochistan has been pleased to sanction with effect from 1.7-1995 increase in pension to all civil pensioners of Provincial Government at the rates as follows:-

	INCREASE IN PENSION
Pensioners retired upto 30.4.1977.	15%
Pensioners retired between 1.5.1977 to 31.5.1991.	10%
Pensioners retired between 1.6.1991 to 31.5.1993.	5%

2. For the purpose of admissibility of the increase in pension sanctioned in this letter, the term "pension" means pension before commutation and or surrender of 1/4 for "gratuity plus dearness/ad-hoc increase/indexation/ad-hoc relief in pension sanctioned from time to time. Gross pension of retired Govt: employees would not be less than Rs.300/-per month and in the case of family pension not less than Rs.150/-per month for the purpose of calculation of the above increase.

3. The increase in pension will also be admissible on family pension and extra-ordinary pension granted under the Balochistan Civil Services Pension Rules, 1989 as well as on Compassionate Allowance under Rule 1.9 of the said rules.

4. If the gross pension sanctioned by the Government of Balochistan shared with any other Government in accordance with the rules laid down in part-IV of Appendix III to the Accounts Code, Volume-I, the amount of the increase in

pension will be apportioned between the Federal Government and the other Government concerned on proportionate basis.

5. Commutation/Gratuity of any part of increase in pension will not be permissible.

6. In the case of re-employed pensioners, the increase in pension sanctioned in this letter shall not be admissible to them during the period of their re-employment.

7. The benefit of increase in pension sanctioned in this letter will also be admissible to those Civil Pensioners of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15.8.1947 and are not entitled to, or are not in receipt of pension increase under the British Government's Pension (Increase) Acts. The payment will be made at the existing official rate of exchange.

No.FD(R)II-29/95-3276-3425, Dated 1st November 1995.

Subject:- **CONDONATION OF GAP IN SERVICE DEFICIENCY**

Under rule 2.12 of the Balochistan Civil Servant Pension Rules, 1989, all gaps between periods of qualification service of a Government servant can be condoned by the Administrative Department for any period. It is however clarified that such condonation of gaps is subject to the following condition:-

"As in the existing rule, the period of extraordinary leave shall not be treated as qualifying service for pension but only as a bridge between the two periods of qualifying service. Interruption in qualifying service due to other reasons may be condoned provided such interruption is not due to any fault or willful act of the Government servant like unauthorized absence resignation or removal from service. Interruption due to removal on account of reduction and retrenchment of the post shall however, be deemed to have been condoned. The periods of such interruptions shall not however count as qualifying service for pension. The action in respect of break in qualifying service should be completed by the Head of the Administrative Department before forwarding the papers to the Audit Office.

No.FD(R)VII-1/96/27-226 Dated Quetta, the 16th May,1996.

Subject:- **PENSIONERY BENEFITS TO THE CONTINGENT PAID EMPLOYEES BROUGHT ON TO REGULAR FOOTING FOR THE SERVICE RENDERED BY THE BEFORE REGULARIZATION**

That while forwarding the pension cases of those employees who were work charged/contingent paid and were subsequently regularized, the departments simply issue a certificate for the counting of past service. It has been observed by the Accountant General Office that the requirements i.e issuance of said certificate after consulting the necessary record/documents are not fulfilled. You are, therefore, requested that needful may please be done and the requisite certificate after consulting the necessary record, documents and. Proper verification be issued.

No.FD(R)III-28/93/Vol-V/257-455 , Dated Quetta, the 10th June,1996.

Subject: - **SPECIAL PAY TO BE COUNTED TOWARDS PENSION.**

The Special pay of all types and natures, under the provision of 4.4(2) (3) of Balochistan Civil Services Pension Rules, 1989, are to be treated as emolument reckoning for pension. Since incumbent receipt of Special Pay of Rs.50/- per month in his capacity as Secretary Regional Transport Authority at the time of his retirement, this Special Pay would therefore, be treated as emolument reckoning for pension. Needful may be done.

NO.FD(R)III-12/96/790. Dated the 16th June. 1996.

Subject :- **GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT RETIRED IN BPS 1-16**

The Government of Balochistan has been pleased to sanction with effect from 1.7.1997 an in crease @ 10% in pension for existing civil pensioners of Provincial Government retired in BP5-1 to 16.

2. For the purpose of admissibility of the increase in pension sanctioned in this letter, the term "pension" means pension before, commutation and or surrender of 1/4 for gratuity plus dearness/ad-hoc increase/indexation/ad-hoc relief in pension

sanctioned from time to time. Gross pension of retired Government employees would not be less than Rs.300/- per month and in the case of family pension not less than RS.150/- per month for the purpose of calculation of the above increase.

3. The increase in pension will also be admissible on family pension and extra-ordinary pension granted under the Balochistan civil Services Pension Rules, 1989 as well as on Compassionate Allowance under Rule 1.9 of the said rules.

4. If the gross pension sanctioned by the Government of Balochistan shared with any Government in accordance with rules laid down in part-IV of Appendix III to the Accounts Code, Volume-I the amount of the increase in pension will be apportioned between the Federal Government and the other Government concerned on proportional to basis

5. Commutation/Gratuity of any part of increase in pension will not be permissible.

6. In the case of re-employment pensioners the increase in pension sanctioned in this letter shall not be admissible to them during the period of their re-employment

7. The benefit of increase in pension sanctioned in this letter will also be admissible to those Civil Pensioner of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15.8.1947 and are not entitled to or are not in receipt of pension increase under the British Government's pension (Increase) Acts The payment will be made at the existing official rate of exchange.

No.FD(R)II-29/98, Dated 14th January,1998

Subject:- **INCREASE IN PENSION**

That those who, are in BPS-17 by virtue of selection grade are not entitled to the increase in pension. However, those who were in BPS-17 by Move over are entitled to said increase in pension.

No.FD(R-I)/98/226 Dated Quetta the 27th January, 1998.

Subject:- **10% INCREASE IN PENSION**

That 10% increase in pension is admissible to those who retired in B-176 by move-over and not by promotion/ selection grade etc .

No.FD(R-I)II-29/98/318 Dated Quetta the 27th January, 1998.

Subject:- **GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT RETIRED IN B-1 TO 16**

That employees who retired in B-1 to 16 under Golden-Shake-Hand Scheme are entitled for 10% increase in pension.

No.FD(R-I)II-29/98/1042 Dated Quetta the 1st July, 1998.

Subject:- **FURTHER LIBERALIZATION OF LIBERALIZED PENSION RULES FOR CIVIL SERVANTS FAMILY PENSION.**

The Government of Balochistan is pleased to amend the Balochistan Civil Servants Pension Rule 1989 Under with immediate effect :

4.10(2)

(I) Substituted after the word or " to the husband (for life) if the deceased is a female government servant"

(vii) Substituted with " failing (I) to (vi) the eldest surviving unmarried daughter will her marriage and if the eldest daughter marries or dies the next eldest daughter till her marriage will draw the family pension"

4.10(3)

(I& ii) Substituted with " if their is no other heir of the deceased government servant than family pension will be drawn by the father and failing father by the mother for life.

Note The remaining sub-paras of Rules 4.10(3) shall be re-numbered as (ii)(iii)& (iv)

No.FD(R-II)VII-2/96/1719-1819, Dated 25th July, 1998.

Subject:- **GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF THE PROVINCIAL GOVERNMENT RETIRED IN B-1 B-16.**

The benefit of 10% increase in pension is also admissible to those pensioners who were in B.17 by virtue of move-over but not to those who were in B.17 by virtue of selection grade.

No.FD(R-I)II-29/98/1447-1547 Dated 3rd October 1998

Subject:.. **MEDICAL EXAMINATION FOR THE PURPOSE OF COMMUTATION OF PENSION ON INVALIDATION**

In super-session of all the previous orders issued by this Provincial Government on the above subject the Government of Balochistan is pleased to order that in future the Government servants retiring on Invalidation Pension shall not be exempted from submission of Medical Examination report. However, to save them from the trouble of second Medical examination for the purpose of commutation it has been decided that when a medical Board is convened for invalidation of government servant, the medical board may also be specifically requested to report its recommendation in both the forms i.e part II & III of form 8 (Pen) of Balochistan Civil Servants Pension Rules, 1989 and under SR4AA at one time.

NO.FD(R-II)VII-1/98/009-109. Dated 2nd January 1999

Subject:- **GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF THE BALOCHISTAN GOVERNMENT**

The Government Balochistan has been pleased to sanction with from 1st July, 1999 increase in pension to all civil pensioners of Balochistan Government at the rates as follows:-

	<u>Increase in Pension</u>
i) Pensioners in BPS 1 to 16	25%
ii) Pensioners in BPS 17 & above	20%

2. For the purpose of admissibility of the increase in pension, the term "pension" means pension before commutation and / or surrender of 1/4 for gratuity

plus dearness / ad-hoc increase indexation / ad-hoc relief, in pension sanctioned from time to time. Gross pension of retirement employees would not be less than Rs. 300/- per month and in the case of family pension not less than Rs.150- per month for the purpose of calculation of the above increase.

3. The increase in pension will also be admissible on family pension and extra-ordinarily pension granted under the Balochistan Civil Services Pension Rules, 1989 as well as Compassionate Allowance under Rule 1.9 of the said rules.

4. The increase in pension will also be admissible to those Government Servants who would retire between the period commencing from 1st July, 1999 and introduction of revised scales.

5. If the gross pension sanctioned by the Balochistan Government is shared with any other Government, the amount of the increase in pension will be apportioned between the Balochistan Government and the other Government concerned on proportionate basis.

6. Commutation / Gratuity of any part of increase in pension will not be permissible.

7. In the case of re-employed pensioners, the increase in pension sanctioned in this office memorandum shall not be admissible to them during the period of their re-employment.

8. The benefit of increase in pension sanctioned in this circular letter will also be admissible to those civil pensioners of Balochistan Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15th June, 1947 and are entitled to, or are not in receipt of pension increase under the British Government's Pension (Increases) Acts. The payment will be made at the existing official rate of exchange.

Subject:- **INCENTIVES OF SPECIAL ADDITIONAL PENSION TO CIVIL SERVANTS RETIRING AFTER COMPLETION OF 25 YEARS SERVICES (ADMISSIBLE TO B-20 ABOVE EMPLOYEES**

Reference to this Department's circular letter No.FD(R)III-43/94,4440-69 dated 30th November 1994 on the subject cited above and say that it has been decided to enhance the existing Special Additional Pension from Rs.1000/- to Rs.1600/- p.m with immediate effect .

No.FD(R-I)III-43/98/1661-95. Dated the 22nd September 1999

Subject:- **SPECIAL ADDITIONAL PENSION**

All those pensioners who were / are in receipt of Special Additional Pension @ Rs.1000/- would get the same at the same at the enhanced rate i.e Rs.1600/- p.m with effect from 22.9.1999

FD(R-I)III-43/98/1661-95. Dated the 22nd September 1999

Subject:- **GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF THE BALOCHISTAN GOVERNMENT.**

Reference para-3 of this Department's circular letter No.FD(R)II-29/99/1287-1387 dated 4th August 1999 on the subject cited above and say that 20% increase (as the case may be) may be allowed on the aggregate of family pension and 1/4 surrendered as gratuity.

No.FD(R-I)II-30/99/1826-27. Dated the 27th October 1999

Subject: **AMENDMENT IN BALOCHISTAN SERVANTS PENSION RULES. 1989.**

The Government of Balochistan is pleased to further amend the Balochistan Civil Servants Pension Rules, 1989 with immediate effect_as under and the cases already finalized shall not be reopened:-

I. A deficiency of a period not exceeding six months in qualifying service

shall deemed to have been condoned automatically enabling a government servant to avail the additional benefit to the extent of 2% of gross pension for each extra year of service put in by him beyond 30-years qualifying service subject to maximum of 10% of his gross pension.

- II. Commuted value up to 50% of gross pension will be admissible to the family of such a deceased government servant only who after having retirement on superannuation and exercising his option for commuted value of pension on prescribed from in while in service or on retirement on superannuation could not sign his pension papers due to death.
- III. If a government servant or pensioner remains missing or unheard of for a period of 12-months to the satisfaction of the Department concerned, family pension may be allowed to his/her heirs as admissible under the prescribed rules provided that:
- a) The spouse of the pension claiming to be entitled to the pensionary benefits of the missing person shall, before such benefits are paid, guarantee, through affidavit or as the pensionary authority may require, the payment or pensionary benefits to the missing person if subsequently he appears and makes any claim thereto.
 - b) The pensionary authority shall not be responsible for repayment of any pensionary benefits to missing government servant or pensioner which have already been paid to his/her spouse or family members who shall personally be responsible for satisfaction thereof on appearance of the missing government servant or pensioner.

No.FD9(R-II)VII-1/99/1775-1875 Dated 25th January, 2000

Subject:- **RESTORATION OF COMMUTED PORTION OF PENSION**

Reference letter No.1-33/BPWA/123-24 dated 1st April 2000 on the subject cited above and to say that 50% commuted portion of pension is restored in full after out-living of 15 years.

No.FD(R-I)VII-11/2000/1573 dated 30th September 2000

Subject : **LIBERALIZED PENSION RULES FOR CIVIL SERVANT FAMILY PENSION**

The Government of Balochistan is pleased to make amendment in Balochistan Civil Services Pension Rules 1989 Sub-rule 4. 10 (2)(E) that a share of

the widow or children who after some time become ineligible will be transferred or divided equally to the other surviving widows or children as the case may be with immediate effect.

No.FD(RII)VII-1/97/980-1000 Dated 23rd November 2000

NOTIFICATION.

In exercise of the powers conferred by section 25 of the Balochistan Civil Servants Act, Balochistan Civil Servants Act, 1974 (IX of 1974), the Government of Balochistan is pleased to insert the following new sub rule after rule 4.10(2) of Balochistan Civil Servants pension Rules, 1989, namely :- "4.10(2A). The family of a Government victim to any type of terrorist activity such as ethnic sectarian or any other subversive activities shall be entitled to :-

i) **ACCOMMODATION.**

The family of the deceased Government Servant shall be allowed to continue living in the Government accommodation till the deceased would have reached the age of superannuation had he not died. In case the deceased's family is not living in Government owned house the family shall be allotted a Government owned/hired house or paid a monthly allowance at the prescribed rate for hiring a house at the option of the deceased's family.

ii) **PENSION.**

Full Pension shall be allowed to the bereaved family full family pension shall continue till the children of the deceased attain the age of majority .we 18 year

iii) **LUMP SUM GRANT**

The amount of Rs.0.5 million shall be paid to the family of the deceased government servant within period of 30 days of his death.

iv) **EMPLOYMENT**

Either the spouse or one child of the deceased Government servant shall be given employment in the Government provided she/he is qualified for the post.

v) **EDUCATION**

Free education shall be provided to the Children of the deceased up to the age of 25 years

vi) HEALTH

Free health facilities shall be provided to the family of the deceased up to the age of 20 years

No.FD(REG-ID)VII-1/2000/937-1086 dated 1st August,2001

CORRECTED ANNEXURE-II TO GOVERNMENT OF BALOCHISTAN
FINANCE DEPARTMENT LETTER NO.FD(R)III-71/2001/7517-7600 DATED
17TH OCTOBER 2001.

Age next birthday	Number of years Purchase	Age next Birthday	Number of Years purchase
20	40.5043	51	17.6526
21	39.7341	52	17.0050
22	38.9653	53	16.3710
23	38.1974	54	15.7517
24	37.4307	55	15.1478
25	36.6651	56	14.5602
26	35.9006	57	13.9888
27	35.1372	58	13.4340
28	34.3750	59	12.8953
29	33.6143	60	12.3719
30	32.8071	61	11.8623
31	32.0974	62	11.3684
32	31.3412	63	10.8872
33	30.5869	64	10.4191
34	29.83843	65	9.9639
35	29.0843	66	9.5214
36	28.3362	67	9.0914
37	27.5908	68	8.6742
38	26.8482	69	8.2697
39	26.1009	70	7.8778
40	25.3728	71	7.4983
41	24.6406	72	7.1314
42	23.9126	73	6.7766
43	23.1840	74	6.4342
44	28.0891	75	6.1039
45	21.7592	76	5.7858
46	21.0538	77	5.4797
47	20.3655	78	5.1854
48	19.6653	79	4.9030
49	18.9841	80	4.6321
50	18.3129		

Subject **PREPARATION OF PENSION PAPERS.**

The Accountant General Balochistan has reported to the Headquarters 12 Corps Quetta Cantt: that pension papers of retiring personnel of all Departments are being prepared very late and are communicated to the A.G Balochistan as late as one to three years after retirement. The pension papers of retiring Government Servants may kindly be initiated one year before a government servant is due to retire so that pension may be sanctioned one month before the date of his retirement under pension Rules 1989 sub-rule 5.1 and 5.2.

No.FD(REG-II)VII-1/2000/1329-1428 Dated 6th August 2002

Subject:- **EARLY FINALIZATION OF PENSION PAPERS PRESIDENT OF PAKISTAN'S DIRECTIVE.**

In-spite of instructions issued from time to time for expeditious and timely settlement of pension cases, there have been increasing complaints from the pensioners of delay in the finalization of their cases. This is due to non-adherence to pension Rules and Government instructions by various Ministries / Division / Department and Accounts offices concerned.

2. President of Pakistan has taken a serious note of this state of affairs and has directed that pension papers of retiring government servants must be finalized expeditiously so that no hardship is caused to the concerned persons in getting their pensions. It has further been directed that the pension related funds would be paid to the concerned persons without any let and hindrance.

3. Civil Service Regulation (CRS)-906 provides that all authorities dealing with the application for pension should bear in mind that delay in the payment of pension causes hardships to the pensioners. It is, therefore, essential to ensure that the retired employee should be able to receive their pensions on the date on which it falls due. It has been laid down in CSR-907 that every employee should, in his own interest, submit his formal application for pension to the department authority concerned six months in advance of the date of his actual or anticipated retirement. The said CSR also clarifies that :-

- (i) In cases in which the date of retirement cannot be foreseen six months in advance, the application shall be submitted immediately after the date of retirement is settled: and
- (ii) That an officer proceeding on leave preparatory to retirement in excess of six months, shall submit the application at the time of proceeding on such leave. Furthermore, action in this regard is to be taken by the Department and audit office concerned.

4. Further in terms of S.No. 20 of Estacada (Edition 2000, Page 869) Heads of Department (in the case of gazetted Officers) and Heads of offices (in the case of non-gazetted employees) should start the preparation of pension papers in each case one year before the expected date of retirement without waiting for the formal application from the Government servant concerned which, according to the existing rules, is to be submitted not earlier than six months before the date of retirement. For this purpose, all Division / Department / Offices should maintain a list showing the dates of retirement of all their officers / employees and this list should be reviewed quarterly. It should also be ensured that all the preliminary enquiries, filling of forms, verification of qualifying service, etc, are completed by the time the officers submits the formal application.

5. It may also be added that according to the existing simplified procedure as contained in SI.NO.17 of Estacada, the administrative sanction to the grant of pension it to be accorded and the pension papers to be submitted to the Audit Office / Accounts Office at least three months before the actual date of retirement.

For expeditious disposal of the pension cases, detailed instructions were also issued to all Ministries / Divisions / Department vide Finance Division O.M.No.F.6 (4)R.6/79 dated 22-03-1981 and reiterated in finance Division's O.M.No.F.13(4)R.6/89 dated 24-01-1991. These instructions are reproduced hereunder for ready reference of all concerned.

1) RECKONABLE EMOLUMENTS: The following shall be Treated as Emoluments reckoning for pension under Article 486, Civil Service Regulations:

- i) Pay as defined in FR 9 (21) (a)(i)

- ii) Senior post Allowance
- iii) Special pay of all types and nature
- iv) Persona Pay
- v) Technical Pay
- vi) Indexation on pension in case of pensions calculated under para 3 (a) of Liberalized Pension Rules for Civil servant.
- vii) Increments accrued during leave preparatory to retirement,
- viii) Any other emoluments which may be specially classified as pay.

(b) Rules Regarding Qualifying Service:- In partial modification of the existing rules, it has been decided as under:-

- (i) Any interruption in the service of an officer entails forfeiture of his past service. The authorized leave of absence suspension immediately followed by reinstatement and time occupied in transit from one appointment to another should not be treated as interruption for the purpose of qualifying service.
- (ii) The authority who sanctions the pension may commute retrospectively period of absence without leave into extraordinary leave.

(c) VERIFICATION OF SERVICE AND
COMPUTERIZATION OF ACCOUNTS

- In order to deal with the existing outstanding pension cases in which the entries relating to previous fixation of pay or verification of service are missing, it shall be incumbent upon last audit and accounts officer dealing with a pension case to verify the same himself on the basis of the available record without referring the case to any other audit and accounts office.
- The verification of qualifying service of all government servants should be completed by the administrative and audit authorities concerned within 12 months of the issue of these orders in accordance with the rules regarding qualifying service.
- The salary accounts of the government servants, if not computerized so far, should be computerized immediately and completed within 12 months of the issue of these orders.

The computer slip should be modified to indicate up-to-date qualifying service and the status of government servants, i.e 'temporary' 'Permanent' or 'substantive' as well as the name of the nominee for the purpose of gratuity. These entries will be treated as duly audited.

- In case any of the salary accounts remains un-computerized after 12 months of the issue of these order, the audit and accounts authorities should issue an up-to-date qualifying service certificate to each government servant and, thereafter, such a certificate be issued every year till the slip. The audit and accounts authorities should also give a certificate that valid nomination papers regarding gratuity are held by them.
- (d) In case of a government servant no deputation to foreign service within Pakistan or abroad, regular payment of pension contribution shall be ensured for the period the government servant remain on deputation.
- (e) ANTICIPATORY PENSION: Administrative as well as audit and accounts authorities must exercise the power to sanction anticipatory pension, wherever required, to avoid and delay in the payment of pension.
- (f) NO DEMAND CERTIFICATE: The finalization of pension cases should not be held up for want of 'No Demand Certificate' from the Estate Office, However, the Head of Department or Office should alert the Estate Office at least Six months before the retirement of the government servant to bring the rent accounts up-to-date to notify the outstanding dues in respect of the last accommodation occupied by the government servant within 15 days of the date of his retirement. If any government dues are found to be outstanding against a pensioner within one year from the date of issue of the PPO, the matter shall be referred to the Head of Department for orders, before any recoveries are actually effected from the pensioner.
- (g) LAST PAY CERTIFICATE: It shall be mandatory for the drawing and disbursing officers and audit and accounts to issue last pay certificate within 15 days of the date of retirement of a government servant.
- (h) RULE OF PROPORTION: The 'Rule of proportion' and the other associated rules and accounting instructions shall continue to be operative and the apportionment of pensionary liabilities between the various Department and federal / provincial government, as the case may be shall be made by the Audit and Accounts Office issuing the pension payment Order. Finalization of pension cases shall no be held up on this account. If there is any dispute with

regard to the apportionment of pensionery liability, the matter should be sorted out by the Audit and Accounts Officers involved.

6. The authorities concerned are required to forward the pension case of the retired government servant to the audit office/account office concerned complete in all respects and with the documents mentioned in (Annex-A).

7. As regards commutation of pension, it is admissible subject to medical examination if commutation is applied by an employee retired on invalid pension and also by a retired employee who applies for commutation after one year of retirement. He is required to apply for commutation on the prescribed form S-156 (a), 156(b) and 156 (c). The medical authorities shall examine the retired government servant and then pass on their recommendations to audit office concerned for necessary action.

8. On receipt of pension cases in the Accounts Office, Accounts Officer must be that these are finalized within one week after their receipt. Any deficiency noticed in the pension papers must be brought to the knowledge of the Head of Accounts Office before their return to the respective Ministries Divisions Department.

9. All Heads of Ministries / Division/ Department are requested to ensure that no extra or under the table payments are demanded from the retired employee by the dealing staff for finalizing their pension paper, authorizing pension payment and releasing the pension funds to them.

10. Ministries / Division Department Accounts Offices / pension payment Offices are requested to bring to the notice of all concerned including government servants the above instruction and ensure expeditious settlement of pension cases of the retired Government Servants / families of deceased Government servants. In case of inordinate delay, strict disciplinary action may be initiated against the defaulter.

Subject:- **PROMPT DISPOSAL OF PENSION CASES/CHANGE IN DATE OF BIRTH IN SERVICE BOOK**

After revival o pension/GP Fund Disposal Committee series of meetings have been held with the objective to promptly dispose of pension cases. It has been observed that in various cases cuttings in date of birth in the service book of officials concerned are being made owing to the negligence of the Drawing and Disbursing Officer concerned. It is requested that all concerned Officer/Officials may kindly be directed to ensure that no change in the service book of the officials may be made with out prior approval of the competent authority. Any change cutting in date of birth in the service book of official concerned if noticed in future shall be the reasonability of the officers/Officials concerned.

All the Drawing and disbursing officers may also please be directed to maintain a register in their officers where-in particulars of all the officials may be recorded. The officials who are due for retirement during the calendar year their retirement orders must be issued six months earlier than their actual date of retirement. Similarly the Drawing and Disbursing Officer/Official concerned be instructed to take up the matter regarding correction of date of birth of their employees in service book immediately with-out waiting for the retirement of the official concerned, and resolve the issue at the earliest.

No.FD(R-II)VII-1/2002/01-200 dated 1st January,2003

Subject: **GRANT OF INCREASE IN PENSION TO THE PENSIONERS OF THE PROVINCIAL GOVERNMENT**

The Government of Balochistan has been pleased to sanction an increase @ 15% in pension w.e.f 1st July, 2003 to all the pensioners of the Provincial Government

2. For the purpose of admissibility of increase in pension sanctioned in this circular the terms " Pension" means "Pension being drawn"
3. The increase will also be admissible on family pension granted under

the pension-cum-gratuity scheme, 1954, Liberalized Balochistan Civil Services Pension Rules, 1989 as well as on the Compassionate Allowance under Rules 1.9 of the said rules.

4. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules the amount of the increase in pension will be apportioned between the Provincial Government and the other Government concerned on proportionate basis.

5. This increase in pension is a Special Relief and shall not be reckonable for purpose of calculation of commutation gratuity.

6. In case of re-employed pensioners, the increase in pension sanctioned in this circular shall not be admissible to them during the period of their re-employment

7. The benefit of increase in pension sanctioned in this circular will also be admissible to those civil Pensioners of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15-8-1947 and are not entitled to, or are not in receipt of pension increase under the British Government pension (increase) Acts The payment will be made at the applicable rate of exchange.

No.FD(R-I)II-29/2003/1316-1416 Dated 12th July 2003.

Subject:- **GRANT OF INCREASE IN PENSION TO THE PENSIONERS OF THE PROVINCIAL GOVERNMENT**

Reference to this department's circular No.FD(R-I)II-29/2003/1316-1416 dated 12th July 2003 on the subject noted above and to say that queries have been received in this department as to whether 15% increase in pension is also admissible to those Government servants who would retire on or after 1-7-2003.

2. It is clarified that the, said Rules increase in pension is admissible until further orders to those Government Servants as well as who retired may retire on or after 1-7-2003.

No.FD(R-I)II-29/2003/3215-3314 Dated 27th October 2003.

Subject: **GRANT OF INCREASE IN PENSION TO THE PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

The Government of Balochistan has been pleased to sanction an increase .. in pension w.e.f 1st July, 2004 to all the pensioners of this Provincial Government at the following rates:

- i) For Pensioners who retired prior to Revised Pay Scales of 1994, the increase @ 16%.
- ii) For Pensioners who retired/retire in Revised Pay Scales of 1994 and onwards, the increase @ 8%.

2. For the purpose of admissibility of increase in pension sanctioned in this circular, the term "Pension" means "Pension being drawn".

3. The increase will also be admissible on family pension granted under the Pension-cum-gratuity Scheme, 1954, Liberalized Balochistan Civil Services Pension Rules, 1989 as well as on the Compassionate Allowance under Rules 1.9 of the said rules.

4. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules, the amount of the increase in pension will be apportioned between the Provincial Government and the other Government concerned on proportionate basis.

5. This increase in pension is an Ad-hoc Relief and shall not be reckonable for purpose of calculation of commutation/gratuity.

6. In case of re-employed pensioners, the increase in pension sanctioned in this circular shall not be admissible to them during the period of their re-employment.

7. The benefit of increase in pension sanctioned in this circular will also be admissible to those Civil Pensioner of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15-

8 1947 and are not entitled to, or are not in receipt of pension increase under the British Government's pension (increases) Acts. The payment will be made at the applicable rate of exchange.

No.FD(R-I)II-29/2004/1978-2077 Dated 6th September 2004.

Subject:- **DECISION OF HONOURABLE SUPREME COURT OF PAKISTAN FOR FINALIZATION OF PENSION CASES WELL IN ADVANCE FROM THE DATE OF RETIREMENT OF GOVERNMENT SERVANTS**

To convey the following direction of the Honorable Supreme Court of Pakistan passed vide Order dated 18th May, 2006 for strict compliance:

I) That all the Government Departments, Agencies and Officers deployed to serve the general public within the limit by the Constitution as well as by the law shall not cause unnecessary hurdle or delay in finalizing the payment of pensionery/retirement benefits cases in future and violation of these direction shall amount to criminal negligence and dereliction of the duty assigned to them. In view of miserable condition prevailing in the department particularly relating to the payment of the pension to retired government servants or widow or orphan children, it has been directed to ensure in future strict adherence of the pension rules and clear such cases within a period not more than two weeks without fail.

II) The object in issuance of above directions to the concerned authorities is only to make them realize their duties and responsibilities, which they owe to the retiring government servants.

III) That in future if there is any delay in the finalization of the pension benefits cases of the government servants, widows or orphan children and matter is brought to the notice of the Honourable Supreme Court of Pakistan, the head of concerned department shall also be held liable for the contempt of the Court and shall be dealt with strictly in accordance with law.

NO.FD(W.O)Pension/2006/606-697 dated Quetta, the 29th June, 2006

Subject: **GRANT OF INCREASE IN PENSION TO THE PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

The Government of Balochistan has been pleased to sanction an increase .. in pension w.e.f 1st July, 2006 to all the pensioners of this Provincial Government at the following rates:

- | | | |
|-----|---|------|
| i) | Pensioners who retired prior to 01-05-1997 | 20%. |
| ii) | Pensioners who retired on or after 01-05-1977 | 15%. |

2. This increase in pension will also be admissible to those Governments who would retire after 30-06-2006.

3. For the purpose of admissibility of increase in pension sanctioned in this circular, the term "Pension" means "Pension being drawn".

4. The increase will also be admissible on family pension granted under the Pension-cum-gratuity Scheme, 1954, Liberalized Balochistan Civil Services Pension Rules, 1989 as well as on the Compassionate Allowance under Rules 1.9 of the said rules.

5. If the gross pension sanctioned by the Provincial Government is shared with any other Government in accordance with the rules, the amount of the increase in pension will be apportioned between the Provincial Government and the other Government concerned on proportionate basis.

6. In case of re-employed pensioners, the increase in pension sanctioned in this circular shall not be admissible to them during the period of their re-employment.

7. The benefit of increase in pension sanctioned in this circular will also be admissible to those Civil Pensioners of the Provincial Government who are residing abroad (other than those residing in India and Bangladesh) who retired on or after 15-8 1947 and are not entitled to, or are not in receipt of pension increase under the British Government's pension (increases) Acts. The payment will be made at the applicable rate of exchange.

Subject: **GRANT OF INCREASE IN PENSION TO THE PENSIONERS OF THE PROVINCIAL GOVERNMENT.**

Para-6 of this department circular No.FD(R-I)II29/2006/1239-1362 dated 20th July 2006, is very clear that in case of reemployed pensioners, the increase in pension sanctioned should not be admissible to them during the period of their re-employment. It is to add here that if they have drawn 1 increase in their pension then 15% Dearness Allowance is not admissible to them and vice versa.

NO.FD(R-I)II-2912006 ' Dated Quetta the 11th August,2006.

**AN
ORDINANCE**

to provide for establishment of an authority for management of Fund and to generate revenue for discharge of the pension liabilities of the Government;

WHEREAS it is expedient to establish an authority for management of a Pension Fund for the common benefit of the employees of the Provincial Government to provide for their Pension and provide for matters connected therewith on indicate thereto;

AND WHEREAS the Provincial Assembly is not in session, the Governor is satisfied that circumstances exist which render it necessary to take immediate action;

NOW, THEREFORE in exercise of powers conferred by clause (1) of Article 128 of the Constitution of Islamic Republic of Pakistan, the Governor of Balochistan is pleased to make and promulgate the following Ordinance:-

It is hereby enacted as follows: -

**AN
ORDINANCE**

Preamble.- Whereas it is expedient to establish a Fund for management of the pension liabilities of the Government and to make provisions for matters ancillary thereto;

It is hereby enacted as follows:-

CHAPTER-I
PRELIMINARY

1. Short title, extent and commencement.- (1) This Ordinance may be cited the Balochistan Pension Fund Management Authority Ordinance, 2007.

(2) It extends to whole of the Province of the Balochistan.

(3) It shall come into force at once.

2. Definitions.- In this Ordinance unless there is anything repugnant in the subject or context:

(a) "Authority" means the Balochistan Pension Fund Management Authority

(b) "Chairman" means the Chairman of the Management Board;

(c) "Fund" means the Balochistan Pension Fund;

(d) "Fund Manager" means the Fund Manager appointed under Section 7;

(e) "Government" means the Government of the Balochistan;

(f) "Board" means the Balochistan Pension Fund Management Board;

(g) "Member" means the Member of the Management Board;

(h) "prescribed" means prescribed by the rules made under this Ordinance ;

(i) "Province" means the Province of the Balochistan;

(j) "regulations" means the regulations framed under this Ordinance ;

(k) "Reserve Fund" means the Reserve Pension Fund created under section 5 of this Ordinance;

(l) "rules" means the rules made under this Ordinance ; and

(m) "Committee" means a committee constituted under clause (f) Section 8.

CHAPTER-II

ESTABLISHMENT AND MANAGEMENT OF THE AUTHORITY

3. Establishment of Authority (1) There shall be established an Authority to be known as the Balochistan Pension Fund Management Authority for carrying out the purpose of this Ordinance.

(2) The Authority shall be a body corporate having perpetual succession and a common seal to enter into contract and may sue or be sued by the said name.

(3) The Management and Administration of the Fund shall vest in the Board.

(4) Subject to provisions of this Ordinance and the rules in the performance of its functions and in exercise of its powers the Board shall act in accordance with the provisions of this Ordinance and be bound by the directions of the Government.

4. Composition of the Balochistan Pension Fund Management Board. There shall be a Management Board consisting of the following members namely: -

(i)	Minister for Finance, Government of the Balochistan	Chairman
(ii)	Chief Secretary, Government of the Balochistan	Vice-Chairman
(iii)	Additional Chief Secretary, Planning and Development Department Government of Balochistan	Member
(iv)	Secretary, Government of the Balochistan, Finance Department	Member
(v)	Secretary, Government of the Balochistan Law Department	Member
(vi)	Secretary Government of the Balochistan, Services and General Administration Department	Member
(vii)	Additional Secretary (Regulation/Admn) Finance Department	Member/Secretary

CHAPTER-III
RESERVE AND PENSION FUNDS

5. Reserve Fund.- (1) The Government shall, by notification, create a Reserve Pension Fund in the Public Account of the Province.
- (2) The amounts placed in the Reserve Fund by the Government shall form part of the Public Account of the Province as defined in Article 118(2) of the Constitution of Islamic Republic of Pakistan, 1973.

6. Balochistan Pension Fund.-

- (1) The Government shall, by notification, establish the Balochistan Pension Fund for proper management and discharge of its pension liabilities.

7. Fund Manager:-

- (1) The Government shall, by notification, appoint the Fund Manager for management of the Fund.
- (2) The qualification for a person to be appointed as the Fund Manager shall be at least twelve years experience of banking, accounting, custody of investment assets and management of pension fund assets and he shall be a member of the Institute of Chartered Accountants of Pakistan or the Institute of Cost and Management Accountants of Pakistan.
- (3) Subject to the provisions of this Ordinance and the rules, the Fund Manager shall exercise such powers and perform such functions as may be assigned to him by the Board.
- (4) The Fund Manager shall hold the office for a period to be determined by the Government.
- (5) The Board may, after providing an opportunity of being heard, recommend removal of the Fund Manager during the tenure of his office.
- (6) The Fund Manager may tender his resignation to the Government and shall cease to hold office upon acceptance of his resignation.

CHAPTER-IV
POWERS AND FUNCTIONS OF THE BOARD

8. Powers and functions of the Board.- Subject to the provisions of this Ordinance, the Management Board shall, in the prescribed manner, exercise such powers and perform such functions as may be necessary for carrying out the purposes of this Ordinance, including-

- a) formulation of investment policy, establishment of standards and procedures for the investment from the Reserve Fund;
- b) investment of amounts from the Reserve Fund;
- c) transfer of any profit generated through the investment to the Reserve Fund; initiating proposals for making or amendment of the rules;
- d) employ such persons as may be necessary for the purposes of this Ordinance ;
- e) Constitution of committees from amongst its Members to make recommendations on a specific issue or issues;
- f) preparation of an annual report for submission to the Government detailing the performance of the Fund;
- g) borrow money from the Government or any other institution; and performance of such other functions which are ancillary to the above functions or incidental to the purposes of this Ordinance .

9. Delegation of powers.- The Board may delegate to the Fund Manager committee or a Member, any of its powers or functions.

10. Limitations on the investment.- Notwithstanding anything contained in section 12 or under any other law for the time being in force, no investment shall be made by the Board from the Reserve Fund-

- (a) for a period of more than three years or in any foreign market or firm, except with the prior approval of the Government;
- (b) for an amount of more than twenty-five percent of the Reserve Fund in one financial institution cumulatively except with the prior approval of the Government.
- (c) for an amount more than seventy-five percent of the Reserve Fund in the

Government bonds cumulatively;

- (d) for an amount of more than five percent of the Reserve Fund in corporate or other bonds or short term financial instruments, per issue of the bond or the instrument; and
- (e) for an amount of more than five percent of the Reserve Fund in third party products, unit trust, mutual fund or through managed portfolios in each case.

CHAPTER-V BUDGET, EXPENSES AND AUDIT

11. Budget and accounts.- (1) The Fund Manager shall be responsible for the preparation of the budget of the Fund for each financial year starting from the 1st day of July of a Gregorian calendar year and ending on 30th June of the succeeding year.

(2) The budget shall be placed for approval before the Board at least thirty days prior to the commencement of a financial year.

(3) The accounts of the Fund shall be maintained in such manner as may be prescribed.

12. Expenses.- The expenses incurred on the operation of the Fund, including expenses relating to the functioning of the Board, shall be paid out of the Reserve Fund in such manner as may be prescribed.

13. Audit.- (1) The Government shall appoint a firm of chartered accountants for the annual audit of the accounts of the Fund.

(2) Annual audit report of the accounts of the Fund shall be laid before the Board for approval.

CHAPTER-VI MISCELLANEOUS

14. Public servant- All persons acting or purporting to act in pursuance of any provision of this Ordinance, shall be deemed to be public servants within the meaning of section 21 of the Pakistan Penal Code, 1860 (XLV of 1860),

15. Prohibition of inside trading.- The provisions of Chapter III-A of the Securities and Exchange Ordinance, 1969 (XVII of 1969), shall apply, *mutatis mutandi*, to the Members, employees, or any other person associated with the Fund.

16. Liability of the Government- Notwithstanding anything contained in this Ordinance, right to pension of any person shall not be restricted, extinguished, annulled or varied and the Government shall not be absolved from its liabilities with respect to the payment of pension.

17. Conflict of interest- (1) No Member shall, directly or indirectly, receive any profit from his position as a Member.

(2) The pecuniary interests of immediate family members or close personal or

business associates of a Member shall also be considered the pecuniary interests of the Member.

(3) A Member shall be in conflict of interest if he-

- (a) A paid consultant of a business entity that has, or of a trade association of business entities that have, a substantial interest in the management of the Fund;
- (b) owns, controls, or has, directly or indirectly, more than ten percent interest in a business entity that has a substantial interest in the Fund;
- (c) receives more than twenty-five percent of his individual income from a business entity that has a substantial interest in the Fund;
- (d) himself, or one or more members of his family, business partners or close personal associates, may personally benefit either directly or indirectly, financially or otherwise, from his position on the Board.

(4) A Member shall disclose a potential, real or perceived conflict of interest as soon as he becomes aware of the potential conflict and before the Board or any of its committees takes cognizance of the matter.

(5) If a Member is not concerned about the conflict of interest situation, he shall bring the matter before the Committee for advice.

(6) The decision of the Board on conflict of interest shall be final.

(7) A Member shall not take part in the proceedings of the Board in which any question of his conflict of interest is on the agenda.

(8) The disclosure of conflict of interest and the decision of the Board shall be recorded in the minutes of the meeting.

18. Submission of annual report before to the Government. - The Board shall, within three months of a financial year, submit the annual report of the Fund pertaining to the previous financial year to the Government.

19. Rules.- The Government may make rules for carrying out the purposes of this Ordinance .

20. Regulations- The Board may with the approval of the Government make regulations not inconsistent with provisions of this Ordinance and rules made there under.

21. Removal of difficulties. If any difficulty arises in giving effect to any of the provisions of this Ordinance the Government may make such Order, not inconsistent with the provisions of this Ordinance, as may appear to him to be necessary for the purpose of removing the difficulty.

SECTION-7

**PRIVILEGES TO GOVERNMENT
EMPLOYEES (POL/TELEPHONE)
(497 - 498)**

Subject:- **LIMITS ON THE USE OF RESIDENTIAL TELEPHONE.**

The question of raising the limits of expenditure on residential telephones has been under Government consideration for some time particularly in view of the fact that charges per call have been progressively raised by the T & T Department over the past few years. In order to obviate the necessity of revising the limits with every increase in the prescribed rates, it has been decided to raise the existing limits of expenditure on the use of residential telephones, on the basis of the number of local calls that each category officer should be allowed. Accordingly the Government has prescribed the following number of free local calls with effect from 1st February 1982.

A	Chief Secretary, Additional Chief Secretary, Secretaries Home, Finance, S&GAD and Inspector General of Police.	No Limit
B	Member Board of Revenue, Commissioners, of Division 900 calls per Secretaries and Additional Secretaries to Government. Month.	(other than those mentioned in "A" above.)
C	Joint Secretaries & Deputy Secretaries to Government, Deputy Commissioners, DIG Police & Superintendents of Police	700 calls per month
D	Regional and Divisional Heads of Departments (other than those covered in "C" above)	500 calls per month.
E	All other officers	300 calls per month.

2. It has also been decided that line rents on telephones will be paid by the Government, in addition to the bill for the number of calls mentioned above.

NO. FD. (R) X-30/82. Dated Quetta, the 31st March, 1982.

Subject:- **LIMITS ON THE USE OF OFFICIAL/RESIDENTIAL TELEPHONES CLEARANCE OF LIABILITIES.**

Refer to this Department circular letter of even number, dated 31-3-1982 and with the prior approval of the Governor/MLA, it has been decided that arrears on account of official telephones bills outstanding against various departments should be cleared immediately by the departments concerned.

2. The amount in respect of residential telephones to be paid by the Government should be to the extent only as prescribed vide letter of even number, dated 31-3-1982, read with letter NO. FD (R) VI-2/75 dated 2-7-1975. The excess amount if any should be paid by the officer concerned. In case he fails to clear the outstanding bills by the first week of June, 1982, the residential telephone should be disconnected.

NO. FD (R) X-30/82-1194-1266. Dated Quetta, the 5th May, 1982.

Subject:- **LIMITS ON THE USE OF OFFICIAL/RESIDENTIAL TELEPHONES CLEARANCE OF LIABILITIES.**

Reference this Departments circular letter of even number, dated 31-3-1982, the instructions curtailed therein will take effect from 1-7-1981 instead of 1-2-1982.

NO. FD (R) X-30/82-1973-2062. Dated Quetta, the 16th June, 1982.

The Government of Balochistan has decided to allow following concessions/benefits to the Teachers of this Province:-

(a) **SELECTION GRADE.**

- i 30% posts of JVTS (Grade-6) have been allowed selection grade (Grade-8).
- ii 30% posts of JETS (Grade -8) have been allowed selection grade (Grade-11).
- iii 30% posts of SETS (Grade-14) have been allowed selection grade (Grade-16).
- iv 15% posts of Headmasters of Secondary Schools (Grade-17) have been allowed Selection Grade (grade 18).

- (b) **CHARGE ALLOWANCE.**
- | | |
|----------------------------------|---------------|
| i) Headmasters Secondary Schools | Rs. 50/-P.M. |
| ii) Headmasters Middle Schools | Rs. 30/- P.M. |
| iii) Headmasters Primary Schools | Rs. 20/- P.M. |

- (c) **FEE CONCESSION.**

Head of Institutions in deserving cases will allow fee concession to the children of Teachers out of their permissible quota of 10 %.

- (d) **RESERVATION OF SEATS IN TEACHERS TRAINING INSTITUTION.**

Teacher's children will be allowed admission in Teachers Training Institutions against reserved quota, provided they fulfill the prescribed qualification.

- (e) **STUDY LEAVE.**

Study leave will be allowed to the teachers serving in Balochistan, for improving qualification.

NO. FD (R) VII-12/ Dated 17th June, 1982

Subject:- **IMPLEMENTATION OF UNIFORM GRADE STRENGTH IN GOVERNMENT COLLEGES IN NWFP (1; 6; 17).**

Reference letter No. FD (SR-I)1-16/73-Vol:IV dated 13-12-1981 the Government has adopted the promotion Formula of 1; 6 ; 17 for the Teaching staff in colleges and is being following so far.

No. FD (R) VII-12/81.298.Dated Quetta, the 20th June, 1982.

Subject:- **LIMITS ON THE USE OF OFFICE AND RESIDENTIAL TELEPHONES.**

In suppression of this Department's Circular letter No. FD (R) X-30/82, dated the 31st March, 1982 the Cabinet has approved decided to introduce, the following limits on the use of office and residential telephones with immediate effect :-

I. **PROVINCIAL MINISTERS :-**

- a. An amount of Rs. 20,000/- would be paid monthly with pay to the Provincial
- b. Ministers to meet the expenditure of telephone at their residence.
- c. The S&GAD will arrange a new telephone connection in the name of provincial Minister in their private capacity after getting the old official residence telephone connection disconnected. The S&GAD shall work out the procedure with T&T Department before hand to ensure that bills are paid by the Ministers and no liability ensure to the Government.
- d. There will be no limit for office telephone for Provincial Ministers.
- e. The T&T Department will be asked to send the telephone bills direct to the Ministers which will be cleared by the S&GAD subject to clearance/verification by the Minister concerned.
- f. A post of Section Officer Telephones in S&GAD was also approved for creation.

II. **LIMIT ON USE OF TELEPHONE. OFFICES.**

- a. Entitlement of S.T.D, connections; Chief Secretary, Additional Chief Secretary Secretaries, Members Board of Revenue, I.G. Police and Officers in B-20-21.
- b. Two S.T.D. connections are allowed to each Department including one with Steno-Set, besides one Fax connection.
- c. No limit in the case of Chief Secretary, Additional Chief Secretary, I.G. Police, Secretaries Finance, S&GAD, Home and Principal Secretary to Chief Minister, Members Board of Revenue, Chairman, B.D.A. Chairman Chief Minister's Inspection Team.

III	<u>DESIGNATION.</u>	<u>LIMIT/LOCAL CALLS PER MONTH.</u>
i.	Other officers in B-20-21	2000
ii.	Additional Secretaries/Officers in B-19.	1500
iii.	Joint/Deputy Secretaries/Officers in B-18.	1200
iv.	Other officers in Provincial Secretaries.	750

For attached Departments entitlement will be as follows:-

IV.	DESIGNATION.	LIMIT LOCAL CALLS PER MONTH
i.	Head of attached Departments.	No limit.
ii.	Other Officers in B-19-20, including Project Director	1500
iii.	Regional/Divisional Heads.	1200
iv.	District Heads/Officers in B-18.	1000
v.	Other Officers.	750

All Departments having FAX connections should ensure that the Fax connections are not used for normal telephonic purpose.

RESIDENTIAL.

a. For residential telephone there will be no limit the case of Chief Secretary, Additional Secretary, Secretaries, Finance, S&GAD, Home, and Principal Secretary to Chief Minister, I.G. Police Members Board of Revenue, Chairman Chief Minister's Inspection Team, Chairman B.D.A.

b. Entitlement of other officers: -

<u>DESIGNATION.</u>	<u>limit (Local Calls) per month.</u>
i. Additional Secretaries, B-19/20/21, Officers	700
ii. Joint/Deputy Secretaires/B-18 Officers.	500
iii. Regional/Divisional Heads in attached Department	500
iv. District Heads/Officers in B-18 in attached Department.	400

v. All other Officers.

400

c) An option to be given to officers with non-STD connection at residences in category (i) and (ii) at (b) above to keep their private telephones against payments in cash for the entitled number of local calls plus line rent payments in cash will be @ 70% of the entitlement.

DISTRICT ADMINISTRATION.

a) In the case of Commissioners, two STD connections are allowed in office and one at residence without limit, besides FAX connection.

b) The Deputy Commissioners, P.A, A.C, will be allowed one STD connection in office and one at residence with-out limit.

c) All other officers in the District Administration will be allowed the same as officers of the same scale in secretariat plus 500 calls per month.

POLICE.

a) D.I.G. Range/Special Branch/Commandant BRP, SSP/SP, District, SDPO: one STD connection each in office and at residence, without limit.

b) All other connections will be non.STD.

OTHERS.

OFFICE.

RESIDENTIAL.

AIG/SP

1500

700 p.m.

Others

1000

500 p.m.

2. These instructions may please be brought to the notice of all concerned with the clear understanding that the FD shall entertain no reference for relaxation of these limitations and the excess billing, if any shall be met by the officer concerned out of his own pocket.

3. Please acknowledge receipts.

No. FD.(R) VI-2/91-92/1806-1954 Dated Quetta, the 20th October, 1993.

Subject:- **LIMITS ON USE OF TELEPHONE ELECTRICITY, GAS AND P.O.L. UNDER ECONOMY MEASURES.**

In suppressions of this Department's all previous orders on the subject following Decision of the Provincial Cabinet on the subject are hereby circulated for

implementation and Strict compliance with immediate effect:-

CATEGORY	P.O.L.	GAS	ELECTRICITY	TELEPHONE OFFICE	RESIDENTIAL
Ministers	10,000/- p.m.	500/-p.m.	1,000/- units p.m.	25,000/- p.m.	15,000/- p.m.
Advisors	10,000/- p.m.	500/- p.m.	500/- units p.m.	20,000/- p.m.	10,000/- p.m.
Secretaries	10,000/- p.m.	500/- p.m.	500/- units p.m.	15,000/- p.m.	10,000/- p.m.
ADC to Governor	3,000/- p.m.	500/- p.m.	500/- units p.m.	3,000/- p.m.	2,500/- p.m.
Head of Attached Deptt:	5,000/- p.m.	Nil	Nil	6,000/-p.m.	3,000/- p.m.
District Head	4,500/- p.m.	Nil	Nil	4,500/- p.m.	1,500/- p.m.
District Admn: Head	6,000/- p.m.	Nil	Nil	8,000/- p.m.	5,000/- p.m.
All other Officer authorized to use telephone, Vehicle etc	3,000/- p.m.	Nil	Nil	3,000/- p.m.	1,500/- p.m.

2. In case of Secretaries the payment of utilities (Gas and Electricity) is being made only to those who were working in the Provincial Secretariat before 1-6-1994. All officers arriving on or after this date are not allowed this facility. All concerned will be paid the authorized amount in cash and they will themselves be responsible for clearing the utility bills of their residences. The payment on the basis of utility bills will be made only in case of the Governor, Chief Minister, Chief Secretary, Additional Chief Secretary, Secretary Finance, Secretary S&GAD, Secretary Home and Inspector General of Police. However the monetary limits as laid down above will be strictly adhered to.

No. FD (R-II)1-2/98/801 -885. Dated Quetta, the 1st July, 1998.

Subject:- **LIMITS ON THE USE OF TELEPHONE ELECTRIC, GAS AND P.O.L. UNDER ECONOMY MEASURES.**

In superssions of this department's all previous orders on the subject following orders are hereby circulated for implementation with immediate effect:-

The Provincial Minister and Advisors (with the status of Ministers) will be entitled for amount of Rs, 20,000/-p.m. with their pay to meet the expenditure of residential telephone the actual bills of residential Gas and Electricity will be paid by the S&GAD subject to its verification by the Minister/Advisor

concerned. There will be no limit for their office telephone. The office telephone bills Received from T&T will be cleared by the S&GAD subject to clearance/verification by the Minister/Advisor concerned. There will be no limit for P.O.L. in respect of two vehicles being used by the Minister.

CATEGORY	P.O.L	TELEPHONE OFFICE LOCAL CALLS	RESIDENCE LOCAL CALLS	GAS RESIDENCE	ELECTRICITY RESIDENCE.
Chief Secretary	400 Liters	No limit	7500 calls	Rs.500/-p.m	Rs. 500/-p.m.
Secretaries.	400 Liters	6000 calls	4000 calls	-do-	-do-
Head of Attached	250 Liters	2500 calls	1200 calls	Nil	Nil
Divisional Heads	200 Liters	2000 calls	1000 calls	Nil	Nil
District Heads	175 Liters	1500 calls	750 calls	Nil	Nil
Addl: Secretary/ Equivalent1	50 Liters	2000 calls	750 calls	Nil	Nil
Dy: Secretary/ Joint Secy: Equivalent.	120 Liters	1800 calls	600 calls	Nil	Nil
All other authorized to use vehicles/telephone	100 Liters	1000 calls	500 calls	Nil	Nil

ADMINISTRATION AND POLICE.

Inspector General	400 Liters	No limit	4000 calls	Nil	Nil
DIG & Commandant BRP,	350 Liters	4000 calls	2500 calls	Nil	Nil
Commissioner	350 Liters	No limit	4000 calls	Nil	Nil
Deputy Commissioner	300 Liters	4000 calls	2500 calls	Nil	Nil
SP/Ac	250 Liters	2500 calls	15 00 calls	Nil	Nil
All other authorized to use Official telephone vehicle.	150 Liters	15 calls	500 calls	Nil	Nil.

3. The Office telephone ceiling of ACS(Dev:) Principal Secretary to Chief Minister, Secretary, S&GAD, Finance and Home Departments shall also be without limit.

4. In case of Secretaries the payment of Gas and Electricity is being made only to those officers who were working in the Provincial Secretariat before 1-6-1994. All officers arriving on or after this date are not allowed this facility.

5. The above ceilings in respect of all officers shall be observed as above but the made or payment shall be the same as was prevalent prior to 1-7-1998.

SECTION - 8

**PROJECT EMPLOYEES AND
THEIR STATUS
(507 - 508)**

Subject:- **ADJUSTMENT OF THE PROJECT EMPLOYEES ON THE REGULAR STRENGTH FROM DEVELOPMENT TO NON-DEVELOPMENT SIDE.**

It has come to the notice of this department that the Administrative Departments are not clear about the discharge of the project employees immediately after the termination of the project of the department concerned, in a number of cases, ex-post-facto approval are being sought by the department concerned to let their employees continue on the regular strength after the completion of the project.

2. All the departments should follow the terms and condition of contract appointment of their project employees in future and no project employees should be allowed to continue after the completion of the project. It is to add here that the posts which are transferred from the development budget to the current side, the regular process of recruiting people through Departmental Selection Committee or Public Service Commission must be followed where the employees of the erstwhile project can also complete with other candidates.

NO. FD(R-D)III-II/2002/2025-2125.Dated Quetta, the 17th Dec: 2002.

Subject:- **REINSTATEMENT OF EMPLOYEES OF DEFUNCT BALOCHISTAN NATURAL RESOURCE MANAGEMENT PROJECT, PLANNING AND DEVELOPMENT DEPARTMENT.**

The Administrative Departments have not been following the standard terms and conditions of appointment of their project employees as a result of which complications arise and the affected parties resort to litigation., under the normal circumstances., the services of the project employees need to be terminated on completion of project or they need to be reverted to their original posts where they have lien in case they had been appointed or transfer. Even if some of the project posts are later shifted to the current budget the regular process of recruiting people through Departmental Selection Committee or Public Service Commission needs to be followed where the employees of the erstwhile project can also complete with other candidates subject to fulfillment of the prescribed condition.

2. Proposal for reinstatement of the 12 surplus employees of defunct BNRMP will reactivate all left over surplus employees of defunct completed project for absorption in the Government, which will not only entail financial burden for the Government but will also

put it in an embarrassing situation including litigation. Some wrong precedents have been created in the past by a few departments resultantly the employees of Japan Project of Agriculture Department were recently successful in seeking remedy form the court of competent jurisdiction.

3. If more such precedent are created, the Government will not be in a position to defend the cases in the courts and all and sundry once recruited on any project post would later claim for permanent absorption.

4. Finance Department, therefore, recommends that rules may be followed to avoid further complications. Only those employees need to be appointed on the posts under current budget who fulfill the criteria of rules and get cleared by the Public Service Commission.

NO.FD(R)III-II/2003/406. Dated Quetta, the 21st March, 2003

Subject :- **ADJUSTMENT OF THE PROJECT EMPLOYEES ON THE REGULAR STRENGTH FROM DEVELOPMENT TO NON-DEVELOPMENT SIDE.**

Reference this department circular NO.FD(R-I)III-II/2002/2025-2125 dated 17th December, 2002, the Government of Balochistan has decided that no project employees should be allowed to continue after the completion of the project. For the posts which are transferred from the development budget to the current side, the regular process of recruiting people through Departmental Selection Committee or Balochistan Public Service Commission needs to be followed where the employees of the erstwhile project can also compete with other candidates from the market.

NO.FD(R-I)III-II/2003/1883-1985. Dated Quetta, the 13th September, 2003.

Subject:- **STATUS OF THE PROJECT EMPLOYEES.**

The position about the status of project employees is quite clear in the rules as well as in various policy circulars issued form time to time by this department. Two such circulars were accordingly issued by this department vide NO.FD(R-I)III-II/2002/2025-2125, dated 17th December, 2002 and NO.FD(R-I)III-II/2003/1883-1985,dated 13th September, 2003.

2. Project employees have the status of contract employees and their appointment is only repeat only for the project period. On completion of the project they do not attain any

right to get adjusted on another project or on regular strength of non-development budget. They have to compete with other through prescribed procedures for appointment to any project post afresh or on a regular budget post. On such appointment which is to be treated fresh they do not carry any right from the previous project post they might have held earlier.

3. The matter has been considered in one of the recent meeting of the Cabinet and it was decided that all the departments may once again be clarified that as is required under the rules/instructions all the project employees may be appointed on contract/purely on temporary basis till the project life. This fact may also be incorporated in their contract appointment order issued by the authority. The said employees can not be shifted from one project to the other project or from phase to the other phase of the project without going to fresh selection process. After completion of the project, the services of such employees should be dispensed with. In cases any of such project employees is late appointed on another project or phase of he same project through new selection process Alongwith others a fresh contract appointment order may be issued with the terms, and conditions mentioned therein. It will no link with his previous contract service would not even be referred to in the fresh appointment order. Such temporary employees have no right to claim absorption against any equivalent regular or temporary post.

4. It may also be clarified that in case any of the project employees is recruited against any of the regular post through Departmental Selection Committee or Balochistan Public Service Commission, the project service rendered earlier cannot be counted/considered for any purpose and their appointments will be treated as a fresh appointment against such regular post.

5. All Administrative Departments are once again requested to follow the instructions clarified above in letter and spirit.

NO. FD (R-DIII-II/Vol-XII/2004/259-358. Dated Quetta, the 13th January, 2004.

Subject :- **STANDARD TERMS & CONDITIONS OF THE RECRUITMENT OF PROJECT EMPLOYEES.**

Attention is invited to this department circular NO. FD (R-I) III-II/Vol-XII/2004/259-358, dated 13th January, 2004 regarding “Status of the Project Employees.” In this regard, a specimen of recruitment order for the project employees giving the standard

term and conditions for their recruitments is given hereunder. All the departments/offices may ensure to follow the same at the time of recruitment of project employees at its own level.

STANDARD TERMS & CONDITIONS FOR RECRUITMENT OF PROJECT EMPLOYEES.

GOVERNMENT OF BALOCHISTAN
DEPARTMENT.

Dated _____/2004.

ORDER.

NO. _____ Mr./Miss/Mst.

S/O, D/O, W/O, _____ is hereby appointed as _____ in BS _____ w.e.f. _____ in the _____ project of _____ department, Government of Balochistan with the following terms and conditions.

- | | |
|---|--|
| 1. Tenure project only and he/she project or in any through the | Tenure of appointment shall be restricted to the period of shall not get any right of appointment in the new phase of the other project or on a regular post under the Government except Procedures prescribed for those appointments. |
| 2. Pay | Pay in the relevant pay scale. |
| 3. Increment | As admissible under the rules. |
| 4. Leave | 20 days casual leave per annum and 4 days Earned leave per month. The Earned

Leave will be admissible only during the life of project and the un-availed balance shall lapse at the time of termination of service/project. |
| 5. Traveling Allowance | As admissible under the rules. |
| 6. Pension | The employee concerned shall not be entitled to any pensioners benefit. |

- | | | |
|-----|------------------------|---|
| 7. | House Rent Allowance | At the percentage rates as admissible to the order Government employees |
| 8. | Compensatory Allowance | As admissible under the rules to other Government employees. |
| 9. | Conveyance Allowance | At the prescribed rates as admissible to the order Government employees. |
| 10. | Medical facility | For B-1 to B-16, as admissible to other non gazetted Government employees For B-17 and above case to case basis on the recommendation of Health Department. |
| 11. | Termination of | On one month notice from either side or on the termination of project or phase of Service the project which ever is earlier. |
| 12. | G.P.Fund | Shall not contribute G.P.Fund. |
| 13. | Group Insurance | Shall not contribute in Group Insurance/Benevolent Fund. Benevolent. |

2. His/her project service rendered earlier cannot be counted/considered for any purpose including pension in case he/she is recruited against any of the regular post through Departmental Selection Committee or Balochistan Public Service Commission. His/her appointment will be treated as a fresh appointment against such regular post.

3. His/her appointment is purely temporary and his/her services can be terminated at any time without assigning any reason.

NO.(R-D)III-II/Vol-XII/2004/359-458. Dated 19-01-2004

Subject :- **POSTING OF INCUMBENT IN THE PROJECT.**

Under Section 10 of the Balochistan Civil Servant Act, 1974, every civil servant shall be liable to serve any where within or outside the Province of Balochistan, in any post under the Federal Government or any Provincial Government or Local Authority, or a Corporation or Body set up or established by any such Government provided that nothing contained in this section shall apply to a civil servant recruited specifically to serve in a particular area or region. Provided further that where a civil servant is required to serve in a post outside his service or cadre his terms and conditions of service to his pay shall not be

less favourable than those to which he would have been entitled if he had not been so required to serve.

2. Under the standing policy postings under autonomous bodies are made on deputation with the approval of the appropriate competent authority.

3. If services of an incumbent are transferred to the project without placing them on deputation with an autonomous body no separate terms and conditions are required to be notified and the officer shall be governed by terms and conditions in vogue for all such employees being transferred to projects. If on the other hand appointment is made in accordance with the policy for appointment in the Project Directorate then the incumbent shall be governed by such terms and conditions as approved by the appropriate competent authority for his appointment in the project.

NO. FD (R-D)III-12/2006/663. Dated Quetta, the 25th May, 2006.

Subject:- ADJUSTMENT OF CONTRACT EMPLOYEES.

As per policy project employees have the status of contract employees and they do not attain any right to get adjusted on another project or on regular strength of non-development budget.

2. In the instant case, contrary to the above mentioned policy, a project employee after completion of Primary Education Project was transferred to another Project of Education i.e. ADB-Girls Primary Education Project. After serving for more than thirteen (13) years in Projects of Education Department, she might have now crossed the upper age limit for fresh appointment.

3. However, at this belated stage, it shall not be justified to treat her in accordance with the existing policy as it will render her unemployed. It is also a fact that she was transferred from one Project to another Project against the provision of the existing policy for Project employees. Therefore fault of the department at this stage cannot be taken to the detriment of the individual.

No.FD(REG-ID)II-2/07/309/Dated Quetta, the 8th February, 2007

SECTION-9

PROMOTION/REGULARIZATION
(515 - 516)

NOTIFICATION

The Government of Balochistan is pleased to order that sub-rule(1) of rule 9 of the Revised Balochistan (Grade 16-22) Civil Services (Pay Revision)Rules, 1977 ay be substituted by the following :-

9 (1) On promotion of a Government servant from a lower to a higher post upto Grade-19, his Pay in the higher post will be fixed as follows :-

- a. An additional increment of higher grade provided the total benefit so accruing to the Government servant may be added and;
- b. Next stage in higher grade provided the total benefit so accruing to the Government servant is equal to the amount of more than one increment of the higher grade but not more than two increments of that grade or the initial stage of the higher which ever may be greater”
- c. Government servants of grade-19 and above will not get premature increment on promotion.

2. This amendment will have immediate effect.

No.FD(R)III-40/79. Dated 29th March,1979.

Subject:- **REGULARIZATION OF AD-HOC PROMOTION OF DEVELOPMENT OFFICER (GRADE-16) LOCAL GOVERNMENT DEPARTMENT TO GRADE -17 AS ASSISTANT DIRECTOR**

A perusal of the case shows that Local Government Department has the following post of Grade-17 and above :-

<u>Designation and Grade.</u>	<u>No. of posts.</u>	<u>Director.</u>	<u>Promotion</u>	<u>By Trans fee</u>
1) Deputy Director (Grade-18	-	1	4	
2) Assistant Director (Grade-17)	9	8	2	
TOTAL:-	<u>9</u>	<u>9</u>	<u>6</u>	

3. According to Service Rules, direct recruits cannot claim regularization against promotion posts and promotes can not be regularized against director post. However, an officer can be regularized against a post, if a senior officer from the cadre has permanently been transferred and absorbed in an-other cadre service. On the other hand if an officer is temporarily transferred out of the cadre it does not mean that he has vacated his post in his own cadre and thus no junior office can demand regularization against this post.

4. Thus in accordance with the rules, at the most 24 officers can be regularized as under:-

Grade-18 Officers.	Five
Grade-17 Officers.	Nineteen (10 direct and 9 promotion)

5. It may however, be stated that officers who are transferred from other cadres and are working in Local Government are not eligible for regularization against the posts of Local Government unless they are permanently absorbed. Such officers have got their rights in their own cadres. Thus officers of Local Government can be regularized against the posts of their own cadre.

NO. FD (R)III-40/79. Dated Quetta, the 15th August, 1979.

Subject:- **FIXATION OF PAY OF FORMER P.C.S. OFFICERS ON PROMOTION TO GRADE-19.**

Special pays are attached with the posts and not with the incumbents holding such posts. The said special pays are not taken into account while fixing pay on promotion, because the same special pay will also be admissible to the next individual who is to be posted against this post. It may be added here that if special pay is counted towards fixation of pay on promotion for one cadre. i.e. former PCS, the same will be demanded by all the other officers who are in receipt of special pay.

2. This Government is however, not facing and difficulty in fixing the pay of said officers in grade-19 or bellow as the pay ate being fixed under the pay Revision Rules for promotion by allowing one premature increment of higher grade plus next stage. This

Government is therefore, of the view that prevailing practice may continue in cases of promotion of all the cadres including former PCS.

NO. FD (R) III-4-0/81-241. Dated Quetta, the 12th February 1981.

Subject :- **UP-GRADATION OF POST OF CARPET INSPECTOR GRADE-16 TO CHIEF INSTRUCTORS (GRADE-17) IN THE SMALL INDUSTRIES DEPARTMENT.**

The inclusion of a post in “Service Rules” of any service or cadre does not confirm the right to any individual to claim the promotion against the post unless the post included in the “Service Rules” is created/sanctioned by Finance Department. Further the notification for the inclusion of the post of Chief Instructor in the Balochistan Small Industries Department Officer (Grade-16 and above). Technical Service Rules 1980 was issued on 29-6-1982 while the notification regarding promotion of the concerned Instructor from the rank of Instructor to the rank of Chief Instructor was issued on 21-6-1982 which is quite irregular as the appointment/promotion was made against the post which actually does not exist in the Small Industries Department.

NO. FD (R) III-35/83-IND-4338. Dated Quetta, the 5th October, 1983.

Subject:- **FIXATION OF PAY ON PROMOTION TO B-20 AND ABOVE.**

Under the existing rules, on promotion up to BPS-19 the promotee is allowed a benefit of more than one increment but not more than two increments of the higher pay scale. However, the officer promoted from BPS-19 to 20 and above is not allowed this benefit and their pay on their promotion is fixed at next stage only. Thus they are requesting to amend the said rule and to extend the promotion formula i.e. one premature increment plus next stage to all the Government servants.

2. This Government feels that their request is reasonable and may be acceded to. However, since this issue is a policy matter this Government cannot take a unilateral decision. Federal Government is therefore, requested kindly look into the matter and to consider the benefit of more than one increment but not more than two increments on promotion to the officers promoted to BPS-20 and above.

NO. FD (R) III-40/86.1483. Dated Quetta, the 15th April, 1986.

Subject:- **APPLICATION.**

Posting against ex-cadre posts is not treated as promotion. Thus Accountant General Balochistan has fixed the pay of Officer correctly.

2. As regards waiving off interest if individual is not getting interest on his G.P.Fund accumulation, then he is not required to pay interest on the advance.

NO. FD (R) VI-5/86-P-D-1579. Dated Quetta, the 24th April, 1986

Subject:- **PROFORMA PROMOTION.**

The individual was promoted to B-19 on the basis of a Seniority list which stand reversed, it cannot be made a basis for proforma promotion of others. In consequence of the reversal of the Seniority of PCS (EB) by the Honorable Supreme Court and restoration of the earlier seniority list, it may be considered to review the cases of beneficiaries and affectees in totality, in consultation with the Law Department, consideration on individual cases on applications may create complications.

NO. FD (R) III-1/91/5235. Dated Quetta, the 5th November, 1991.

Subject :- **CLARIFICATION.**

The selection grade is also treated as promotion, so promotion in the same grade can be allowed.

No. FD (R) III-40/92/M.O/1604. Dated Quetta, the 2nd June, 1992.

Subject :- **PROFORMA PROMOTION AS ACCOUNT OFFICER.**

Proforma promotion is a subject matter of Service and General Administration Department and that department had issued circular letter on the subject during 198. Moreover the post against which promotion from back date in the instant case is to be considered is an ex-cadre post. Against such posts claim of the individuals are not established. Normally appointments against ex-cadre posts are made by transfer of individuals from the line departments.

2. However post of Accounts Officer was provided in B-17 from 1-7-1987 in the Agriculture Department and the individual can be considered for proforma promotion against the regular post from 1-7-1987.

Endorsement No.1867/PS/FS/92. Dated 22-7-1992

Subject :- **PROFORMA PROMOTION**

The proforma promotion is granted under the following :-

- i. When the seniority of two officials was disputed, and an official who was considered to be senior was promoted on the due date but subsequently, the junior official established his claim of seniority from the Government or the Civil Services Appellate Tribunals.
- ii. When an official was under suspension or facing departmental enquiry on serious charges and his promotion had been deferred. Eventually he was exonerated of the charges and was given promotion from the date on which he would have otherwise been promoted.
- iii. When an official was considered unfit for promotion because of adverse remarks in his character roll and subsequently, he succeeded in getting the remarks expunged and granted proforma promotion.
- iv. When an official had been ignored for promotion due to clerical error or plain negligence.

2. Administrative Department is requested to kindly examine the case of individual thoroughly and intimate whether his case falls under any of the category mentioned above. If so, the case of proforma promotion may be prepared accordingly.

NO.FD(R)III-I/94. Dated Quetta, the 31st Dec: 1992.

Subject :- **PROFORMA PROMOTION.**

It is pointed out that policy issued by the S&GAD on the proforma promotion is contradictory to **F.R.17** and the judgment of the Supreme Court which clearly lays down the principle that financial benefit is admissible for the performance of actual duties against a post, whereas the policy is otherwise. Any beneficiary of proforma promotion does not actually perform the duties of the higher post; financial benefit is therefore, not to be allowed under the Rules.

2. S&GAD is therefore, requested to please re-a-examine/re-consider its proforma promotion policy in the light of the provision of F.R.17 and the judgment of Supreme Court.

NO. FD (R) III-1/94. 47. Dated Quetta, the 6th January, 1994.

Subject :- **PROFORMA PROMOTION**

The Finance Department has no objection to the grant of proforma promotion from the dates both individuals are due but could not be allowed the same as they were on deputation.

2. It is however, pointed that teaching staff when promoted in pursuance of 4-tier promotion formula, efforts should be made by the Administrative Department that service of the said staff are utilized for teaching purposes only.

NO. FD (R) III-1/94/982. Dated Quetta, the 7th June, 1994.

Subject :- **UP-GRADATION OF THE POST OF DEPUTY SECRETARY TO B-19 IN THE CHIEF MINISTER'S SECRETARIAT BALOCHISTAN.**

The Finance Department regrets its inability to agree with the proposal of the Administrative Department because promotion takes effect from the date of assumption of the charge of the post against which one is promoted.

No. FD (R) VII-10/94.4585. Dated Quetta, the 13th December, 1994.

Subject :- **GRANT OF FINANCIAL BENEFITS IN THE CASE OF PROFORMA PROMOTION.**

Under the provision of F.R.17 “an officer shall begin to draw pay and allowance attached to the tenure of post with effect from the date he assumes the duties of that post and shall cease to draw as soon as he ceases to discharge those duties”

2. From the perusal of above quoted rules it transpires that unless an individual performs duties of higher post he is not entitled to the pay and allowance of higher post. However, on the other hand as per ruling of the Supreme Court:

”if an official is wrongfully prevented from performing the duties of the higher Post, he must be given arrears of salary. When an official is notionally promoted from an earlier date, there is an implied admission that he was improperly deprived of his promotion on due date. The claims for arrears of salary should, therefore, be accepted in such cases”

3. It is added that in the case of proforma promotion although an individual actually does not perform the duties of the higher post yet the Supreme Court has allowed financial benefit/arrears which presumably is in violation of F.R.17.

4. In view of the above circumstances it is requested to kindly intimate this Department about the policy being followed by your Government in deciding such cases.

NO. / Dated Quetta, the 31st July, 1995.

Subject :- **GRANT OF AN INCREMENT ON PROMOTION.**

Under the provision of Rule 9 (3) (i) and (9) (3) (iv) of the Balochistan (Basic Pay Scales) Civil Services Rules, 1983 one advance increment is allowed :

- a. If civil servant at the time of his promotion to higher post is already drawing Pay under the provision of rule 7 (i.e. by move-over) under the basic pay scale of the higher post/ pay scale of the promotion post:
- b. if a civil servant is promoted to higher post where higher and lower post carry the same pay scale (i.e. selection grade.)

2. It has been reported that Education Department and Livestock Department are allowing an increment in the case of promotion of selection grade Superintendent (B-17) to the post of Accounts Officer/Budget Officer etc. (B-16 post) In such cases the provision of rule referred to above are normally not applicable because promotion is not taking place in he same scale but in lower pay scale.

NO.FD (R) VI-18/96.1319-21. Dated Quetta, the 12th August, 1996.

Subject:- **PROMOTION AGAINST CLEAR POST.**

For promotion, there is no condition of any permanent post, but there should be a clear vacancy.

NO. FD (R) III-40/97. 1456. Dated Quetta, the 18th March, 1997.

Subject :- **GRANT OF PROMOTION.**

If the seniority of individual was in tact during the period of his absence and the period later on treated as leave then his case for promotion in absentia should have been considered. The case of the Administrative Department may examine individual on these lines in consultation with S&GAD.

No. FD (R) III-1/97.2289. Dated Quetta, the 16th July, 1997.

Subject :- **GRANT OF PROFORMA PROMOTION AND SENIORITY.**

The issue involves the question of foregoing the promotion, which is purely the subject matter of S&GAD. Kindly provide the comments of S&GAD in the matter in the instance.

NO. FD (R)III-1/97/893. Dated Quetta, the 11th June, 1998.

Subject :- **ADDITIONAL INCREMENT ON PROMOTION.**

The fixation of pay on promotion shall be made from the same date but financial benefit would only be allowed from the date of issue of the circular i.e. 1-3-1997. It is further clarified that only those cases of the nature would be dealt with in the light of the circular letter FD(R)III-40/97/920-1020 dated 1st March, 1997 where the promotion took place on or after 1-6-1994.

NO. FD (R)III-40/98-65. Dated Quetta, the 15th January, 1998.

Subject :- **REGULARIZATION OF SERVICES AS DEPUTY SECRETARY IN BALOCHISTAN SECRETARIAT.**

It is, pointed out that the individual was posted as Deputy Secretary with effect from 20-2-1994 and continued as such till his retirement. If orders are revised and he promoted as Deputy Secretary then he is would be benefited with the orders of Finance Department. Since the individual was actually holding the charge of the post of Deputy Secretary, there may be no problem in revising the orders.

NO. FD (R) III-40/98/227. Dated Quetta, the 28th January, 1998

Subject :- **GRANT OF PREMATURE INCREMENT ON PROMOTION.**

Under circular letter issued by the Finance Department vide No. FD (R III-40/97/920/1020, dated 1st March, 1997 any selection grade Superintendent (B-17) is entitled for an increment on his promotion as Administrative Officer (B-16).

NO. FD (R-I)III-40/98/1193. Dated Quetta, the 5th August, 1998.

Subject:- **GRANT OF PROFORMA PROMOTION AS CHIEF INSTRUCTOR (B-17).**

The case of individual may be referred to the S&GAD for the examination of the same in the light of the S&GAD policy issued vide No. S.O.III-6(47)(R)S&GAD-75, dated 17th May, 1981 and thereafter the case may be placed before the Provincial Selection Board for consideration and then the case be referred to the Finance Department for financial benefits.

NO. FD (R -I)III-1/99/1597. Dated Quetta, the 13th September, 1999.

Subject:- **GRANT OF PROFORMA PROMOTION AS SENIOR INSTRUCTOR(B-16).**

To ignore some one from promotion for unknown reasons does not come under the policy of proforma promotion issued by the S&GAD.

NO. FD (R-I)III-I/2002/1221-22. Dated Quetta, the 2nd September, 2000

Subject:- **IMPLEMENTATION OF JUDGMENT OF THE BALOCHISTAN SERVICE TRIBUNAL DATED 22-5-1998 PROFORMA PROMOTION OF INDIVIDUAL (B-17) IN THE PLANNING AND DEVELOPMENT DEPARTMENT.**

The issue being a service matter, therefore, in the first instance it may be examined by S&GAD in the light of proforma promotion policy as per rule 11 of the Balochistan Government, Rules of Business, 1976 and then the case be referred to this Department alongwith the views/comments of the S&GAD thereon.

NO. FD (R-D) III-I/2003/816. Dated Quetta, the 31st May, 2003.

Subject:- **ACTUALIZATION OF PROMOTION**

The proposal contained in the summary regarding actualization of promotion of the individual with effect from 07-05-2005 against the post of Special Secretary to Chief Minister Balochistan is not supported.

2. Under Sub-Rule (1) of F.R. 17 if a civil servant who is entitled to be promoted from a particular date is for no fault of his own, wrongfully prevented from rendering service to the higher post is entitled to the grant of arrears of pay and allowance of such higher post through proforma promotion or up gradation arising from the ante-dated fixation of his seniority.

3. Earlier in similar nature of cases the Finance Department has advised S&GAD to frame a uniform policy to allow appropriate relief to all such affectees who after their regular promotion could not actualize their promotion for long time due to posting against lower posts.

4. In the present case, the Finance Department is of the view that a supernumerary post in B-20 may be created in S&GAD with effect from the notified date if regular promotion of individual in B-20 i.e.7-5-2005 instead of actualization of his promotion against the post of Special Secretary to Chief Minister Balochistan.

Endorsement No. PS/FD/555. Dated 26th June -2006.

Subject:- **PROMOTION FROM RETROSPECTIVE DATE**

The Government of Balochistan has already issued instructions that promotion are to be given effect from the date of clearance by the Board but only after the same have been notified consequent upon the approval by the competent authority (kindly refer to the advice available at page 184 of the Government of Balochistan, Establishment manual.

2. The Finance Department supports the views of the S&GAD and suggest that amendment in the existing policy may be made to cover all cases of identical nature where civil servants are cleared for promotion by the Board/Committee but cannot avail promotion benefits as they stand retired before issue of their promotion orders.

Endorsement No.FA/ES/1691. Dated 10th July 2006



STATEMENT SHOWING DISTRIBUTION OF G.S.T. ALLOCATION FOR SALARY, NON SALARY INCLUDING HONORARIUM OF NAZIM /COUNCILLORS SHARE OF B.L.G.BOARD AND CANTONMENT BOARDS FOR THE YEAR 2003-2004

S.NO.	NAME OF LOCAL GOVERNMENT	ACTUAL COLLECTION FOR 1998-99	SALARY/ PENSION	%age	NON SALARY	%age	HONORARIUM	%age	TOTAL	%age
	2	3	4	5	6	7	8	9	10	11
1	City District Govt., Quetta /Zarghoon/Chiltan Town.	178,308,330	142,456,282	29.372	92,647,866	24.275	3,324,000	1.585	238,428,148	22.151
2	67 Union Councils, Quetta.		4,623,000	0.953	4,320,000	1.132	21,708,000	10.351	30,651,000	2.848
3	Total District Quetta :-		147,079,282	30.326	96,967,866	25.407	25,032,000	11.936	269,079,148	24.999
4	District Government, Pishin.	786,495	1,103,495	0.228	1,597,134	0.418	936,000	0.446	3,636,629	0.338
5	27 Union Council, Pishin.		1,863,000	0.384	1,920,000	0.503	8,748,000	4.171	12,531,000	1.164
6	Tehsil Municipal Administration, Pishin.	7,428,401	9,969,509	2.056	3,265,000	0.855	408,000	0.195	13,642,509	1.267
7	Tehsil Municipal Administration, Karezat.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
8	Tehsil Municipal Administration, Barshore.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
9	Total District Pishin :-		12,936,004	2.667	11,782,134	3.087	10,692,000	5.098	35,410,138	3.290
10	District Government, Killa Abdullah.	199,395	590,097	0.122	1,250,000	0.328	876,000	0.418	2,716,097	0.252
11	23 Union Councils, Killa Abdullah		1,449,000	0.299	1,560,000	0.409	7,452,000	3.553	10,461,000	0.972
12	Tehsil Municipal Administration, Chaman.	34,213,616	15,267,575	3.148	500,000	0.131	336,000	0.160	16,103,575	1.496
13	Tehsil Municipal Administration, Gulistan.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
14	Tehsil Municipal Administration, K.Abdullah		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
15	Tehsil Municipal Administration, Dobandi		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260

16	Total District K.Abdullah :-		17,306,672	3.568	10,810,000	2.832	9,564,000	4.561	37,680,672	3.501
17	District Government, Chagai.	6,380,707	3,464,145	0.714	150,000	0.039	756,000	0.360	4,370,145	0.406
18	17 Union Councils, Chagai.		1,173,000	0.242	1,320,000	0.346	5,508,000	2.626	8,001,000	0.743
19	Tehsil Municipal Administration, Nushki.	4,510,000	8,553,951	1.764	3,000,000	0.786	336,000	0.160	11,889,951	1.105
20	Tehsil Municipal Administration, Dalbandin.	2,350,000	3,153,875	0.650	1,500,000	0.393	300,000	0.143	4,953,875	0.460
21	Tehsil Municipal Administration, Nokundi.		-	-	2,500,000	0.655	228,000	0.109	2,728,000	0.253
22	Union Council, Taftan.	16,467,666	5,121,856	1.056	800,000	0.210	324,000	0.154	6,245,856	0.580
23	Union Council, Nokundi.	151,240	227,700	0.047	60,000	0.016	324,000	0.154	611,700	0.057
24	Total District Chagai: -		21,694,527	4.473	9,330,000	2.445	7,776,000	3.708	38,800,527	3.605
25	District Government Sibi.	2,130,553	2,696,706	0.556	1,600,000	0.419	756,000	0.360	5,052,706	0.469
26	14 Union Councils, Sibi.	68,250	1,242,000	0.256	1,380,000	0.362	4,536,000	2.163	7,158,000	0.665
27	Tehsil Municipal Administration, Sibi.	6,509,000	13,771,737	2.840	3,000,000	0.786	336,000	0.160	17,107,737	1.589
28	Tehsil Municipal Administration, Harnai.	2,175,000	2,834,021	0.584	2,000,000	0.524	300,000	0.143	5,134,021	0.477
29	Tehsil Municipal Administration, Lehri.		-	-	2,500,000	0.655	228,000	0.109	2,728,000	0.253
30	Union Council, Shahrig.	620,471	749,800	0.155	300,000	0.079	324,000	0.154	1,373,800	0.128
31	Union Council, Lehri.	472,450	46,000	0.009	60,000	0.016	324,000	0.154	430,000	0.040
32	Union Council, Tunia.	270,500	46,000	0.009	60,000	0.016	324,000	0.154	430,000	0.040
33	Union Council, Brahmi.	77,000	46,000	0.009	60,000	0.016	324,000	0.154	430,000	0.040
34	Total District Sibi: -		21,432,264	4.419	10,960,000	2.872	7,452,000	3.553	39,844,264	3.702
35	District Government Ziarat.		2,061,720	0.425	1,500,000	0.393	636,000	0.303	4,197,720	0.390
36	9 Union Councils, Ziarat.		621,000	0.128	840,000	0.220	2,916,000	1.390	4,377,000	0.407

37	Tehsil Municipal Administration, Ziarat.	183,000	1,913,439	0.395	2,000,000	0.524	300,000	0.143	4,213,439	0.391
38	Tehsil Municipal Administration, Sanjawi		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
39	Union Council, Sanjawi.	900,000	1,725,000	0.356	300,000	0.079	324,000	0.154	2,349,000	0.218
40	Total District Ziarat: -		6,321,159	1.303	7,140,000	1.871	4,476,000	2.134	17,937,159	1.666
41	District Government, Dera Bugti.		1,255,506	0.259	1,000,000	0.262	636,000	0.303	2,891,506	0.269
42	12 Union Councils, Dera Bugti.		721,188	0.149	660,000	0.173	3,888,000	1.854	5,269,188	0.490
43	Tehsil Municipal Administration, Dera Bugti.		1,204,372	0.248	500,000	0.131	264,000	0.126	1,968,372	0.183
44	Tehsil Municipal Administration, Sui.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
45	Tehsil Municipal Administration, Phelawag.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
46	Total District Dera Bugti :-		3,181,066	0.656	7,160,000	1.876	5,316,000	2.535	15,657,066	1.455
47	District Government, Kohlu.		1,112,758	0.229	1,000,000	0.262	576,000	0.275	2,688,758	0.250
48	8 Union Councils, Kohlu.		552,000	0.114	680,000	0.178	2,592,000	1.236	3,824,000	0.355
49	Tehsil Municipal Administration, Kohlu.	1,097,835	2,121,704	0.437	500,000	0.131	264,000	0.126	2,885,704	0.268
50	Tehsil Municipal Administration, Mawand.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
51	Tehsil Municipal Administration, Kahan.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
52	Total District Kohlu :-		3,786,462	0.781	7,180,000	1.881	3,960,000	1.888	14,926,462	1.387
53	District Government Lasbela.	26,434,157	2,108,491	0.435	2,000,000	0.524	936,000	0.446	5,044,491	0.469
54	19 Union Councils Lasbela.		1,380,000	0.285	1,600,000	0.419	6,156,000	2.935	9,136,000	0.849
55	Union Council, Sakran (Hub).	5,000,000	1,517,667	0.313	300,000	0.079	324,000	0.154	2,141,667	0.199
56	Union Council, Somiani.	494,467	-	-	-	-	324,000	0.154	324,000	0.030

57	Tehsil Municipal Administration, Winder.	8,400,000	2,775,457	0.572	800,000	0.210	-	-	3,575,457	0.332
58	Tehsil Municipal Administration, Gaddani.	137,829,895	6,326,789	1.304	4,000,000	1.048	-	-	10,326,789	0.959
59	Tehsil Municipal Administration, Uthal.	10,384,790	5,293,582	1.091	3,000,000	0.786	300,000	0.143	8,593,582	0.798
60	Tehsil Municipal Administration, Bela.	4,647,285	4,178,847	0.862	2,000,000	0.524	300,000	0.143	6,478,847	0.602
61	Tehsil Municipal Administration, Hub.	184,600,654	16,112,213	3.322	8,000,000	2.096	300,000	0.143	24,412,213	2.268
62	Tehsil Municipal Administration, Dureji.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
63	Total District Lasbella: -		39,693,046	8.184	24,200,000	6.341	8,904,000	4.246	72,797,046	6.763
64	District Government, Khuzdar.	388,800	1,459,715	0.301	1,500,000	0.393	1,056,000	0.504	4,015,715	0.373
65	32 Union Councils, Khuzdar.		2,139,000	0.441	2,160,000	0.566	10,368,000	4.944	14,667,000	1.363
66	Tehsil Municipal Administration, Khuzdar.	18,050,000	13,575,624	2.799	3,000,000	0.786	372,000	0.177	16,947,624	1.575
67	Tehsil Municipal Administration, Zehri.		1,710,986	0.353	800,000	0.210	264,000	0.126	2,774,986	0.258
68	Tehsil Municipal Administration, Moula.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
69	Tehsil Municipal Administration, Wadh.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
70	Tehsil Municipal Administration, Nal		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
71	Union Council, Nal	532,315	534,750	0.110	50,000	0.013	324,000	0.154	908,750	0.084
72	Total District Khuzdar : -		19,420,075	4.004	15,010,000	3.933	13,248,000	6.317	47,678,075	4.430
73	District Government, Kalat.	242,678	1,743,582	0.360	1,500,000	0.393	756,000	0.360	3,999,582	0.372
74	18 Union Council Kalat.		1,242,000	0.256	1,380,000	0.362	5,832,000	2.781	8,454,000	0.785
75	Tehsil Municipal Administration, Kalat.	3,120,300	4,330,118	0.893	900,000	0.236	336,000	0.160	5,566,118	0.517
76	Tehsil Municipal Administration, Sorab.	954,600	2,266,289	0.467	500,000	0.131	336,000	0.160	3,102,289	0.288
77	Total District Kalat : -		9,581,989	1.976	4,280,000	1.121	7,260,000	3.462	21,121,989	1.962

78	District Government Kharan.	877,500	1,457,564	0.301	1,500,000	0.393	696,000	0.332	3,653,564	0.339
79	14 Union Councils Kharan.		966,000	0.199	1,040,000	0.272	4,536,000	2.163	6,542,000	0.608
80	Tehsil Municipal Administration, Kharan.	2,405,000	4,189,669	0.864	1,500,000	0.393	336,000	0.160	6,025,669	0.560
81	Tehsil Municipal Administration, Maskail.		-	-	1,500,000	0.393	264,000	0.126	1,764,000	0.164
82	Tehsil Municipal Administration, Basima.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
83	Union Ladgasht.	1,339,120	557,037	0.115	300,000	0.079	324,000	0.154	1,181,037	0.110
84	Union Council, Sotgan.		627,440	0.129	300,000	0.079	324,000	0.154	1,251,440	0.116
85	Total District Kharan: -		7,797,710	1.608	8,640,000	2.264	6,744,000	3.216	23,181,710	2.154
6	District Government Mastung.	4,515,000	1,246,420	0.257	1,500,000	0.393	636,000	0.303	3,382,420	0.314
87	11 Union Councils Mastung.	45,000	759,000	0.156	860,000	0.225	3,564,000	1.699	5,183,000	0.482
88	Tehsil Municipal Administration, Mastung.	2,715,567	8,467,071	1.746	2,500,000	0.655	300,000	0.143	11,267,071	1.047
89	Tehsil Municipal Administration, Dasht.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
90	Union Council, Dasht.	2,250,000	1,151,319	0.237	200,000	0.052	324,000	0.154	1,675,319	0.156
91	Tehsil Municipal Administration, Kirdgap.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
92	Total District Mastung :-		11,623,810	2.397	10,060,000	2.636	5,352,000	2.552	27,035,810	2.512
93	District Government Awaran.	297,043	499,011	0.103	1,000,000	0.262	576,000	0.275	2,075,011	0.193
94	Tehsil Municipal Administration, Awaran.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
95	Tehsil Municipal Administration, Jhal Jahoo.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
96	Tehsil Municipal Administration, Mashkai.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
97	8 Union Councils Awaran.		552,000	0.114	680,000	0.178	2,592,000	1.236	3,824,000	0.355

98	Total District Awaran : -		1,051,011	0.217	9,180,000	2.405	3,960,000	1.888	14,191,011	1.318
99	District Government Loralai.	1,153,659	2,000,917	0.413	1,600,000	0.419	1,296,000	0.618	4,896,917	0.455
100	21 Union Councils, Loralai.		1,380,000	0.285	1,500,000	0.393	6,804,000	3.244	9,684,000	0.900
101	Tehsil Municipal Administration, Loralai.	9,127,475	14,820,271	3.056	4,000,000	1.048	372,000	0.177	19,192,271	1.783
102	Tehsil Municipal Administration, Duki.	2,000,000	3,456,578	0.713	1,100,000	0.288	336,000	0.160	4,892,578	0.455
103	Total District Loralai : -		21,657,767	4.466	8,200,000	2.148	8,808,000	4.200	38,665,767	3.592
104	District Government, Zhob	106,952	1,209,694	0.249	1,500,000	0.393	876,000	0.418	3,585,694	0.333
105	23 Union Councils Zhob.		1,587,000	0.327	1,780,000	0.466	7,452,000	3.553	10,819,000	1.005
106	Tehsil Municipal Administration Zhob.	5,878,875	10,468,874	2.159	3,000,000	0.786	408,000	0.195	13,876,874	1.289
107	Tehsil Municipal Admin. Kakar Khurasan.		-	-	2,500,000	0.655	264,000	0.126	2,764,000	0.257
108	Tehsil Municipal Administration Sherani.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
109	Total District Zhob : -		13,265,568	2.735	11,280,000	2.955	9,300,000	4.435	33,845,568	3.144
110	District Government, K.Saifullah.		1,440,216	0.297	500,000	0.131	696,000	0.332	2,636,216	0.245
111	15 Union Councils, K.Saifullah.		1,035,000	0.213	1,200,000	0.314	4,860,000	2.317	7,095,000	0.659
112	Tehsil Municipal Adm. K.Saifullah.	1,577,333	2,220,763	0.458	600,000	0.157	336,000	0.160	3,156,763	0.293
113	Tehsil Municipal Adm. Muslim Bagh.	1,086,474	2,461,284	0.507	500,000	0.131	300,000	0.143	3,261,284	0.303
114	Total District K. Saifullah: -		7,157,263	1.476	2,800,000	0.734	6,192,000	2.953	16,149,263	1.500
115	District Govt. Musa Khail		1,737,598	0.358	1,500,000	0.393	-	-	3,237,598	0.301
116	9 Union Council Musa Khail.		621,000	0.128	740,000	0.194	2,916,000	1.390	4,277,000	0.397
117	Tehsil Municipal Administration, Musakhail.	544,120	813,804	0.168	500,000	0.131	336,000	0.160	1,649,804	0.153

118	Total District Musakhail: -		3,172,403	0.654	2,740,000	0.718	3,252,000	1.551	9,164,403	0.851	
119	District Govt. Barkhan.	1,105,000	-	-	1,500,000	0.393	-	-	1,500,000	0.139	
120	8 Union Councils Barkhan.		552,000	0.114	780,000	0.204	2,592,000	1.236	3,924,000	0.365	
121	Tehsil Municipal Administration, Barkhan.	1,060,000	988,484	0.204	500,000	0.131	336,000	0.160	1,824,484	0.170	
122	Total District Barkhan :-		1,540,484	0.318	2,780,000	0.728	2,928,000	1.396	7,248,484	0.673	
123	District Government Nasirabad.	3,542,200	1,936,846	0.399	1,500,000	0.393	1,536,000	0.732	4,972,846	0.462	
124	19 Union Councils Nasirabad.		1,311,000	0.270	1,440,000	0.377	6,156,000	2.935	8,907,000	0.827	
125	Tehsil Municipal Administration, D.M.Jamali.	6,219,207	4,649,575	0.959	3,000,000	0.786	300,000	0.143	7,949,575	0.739	
126	Tehsil Municipal Administration, Tamboo	-	-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260	
127	Tehsil Municipal Administration, Chattar.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260	
128	Total District Nasirabad :-	-	7,897,422	1.628	10,940,000	2.866	8,592,000	4.097	27,429,422	2.548	
129	District Government Jaffarabad.	5,150,000	3,139,101	0.647	1,500,000	0.393	-	-	4,639,101	0.431	
130	Tehsil Municipal Administration, Jaffarabad.	4,017,060	5,820,968	1.200	2,500,000	0.655	444,000	0.212	8,764,968	0.814	
131	Tehsil Municipal Admin, Usta Muhammad.	11,308,638	14,649,888	3.021	3,000,000	0.786	408,000	0.195	18,057,888	1.678	
132	Tehsil Municipal Administration, Sohbatpur.	2,010,000	1,603,268	0.331	1,000,000	0.262	156,000	0.074	2,759,268	0.256	
133	34 Union Councils Jaffarabad.		-	2,346,000	0.484	2,440,000	0.639	11,016,000	5.253	15,802,000	1.468
134	Total District Jaffarabad: -		27,559,225	5.682	10,440,000	2.735	12,024,000	5.734	50,023,225	4.647	
135	District Government Bolan.	2,188,297	2,082,517	0.429	1,600,000	0.419	1,116,000	0.532	4,798,517	0.446	
136	16 Union Councils Bolan.		1,449,000	0.299	1,660,000	0.435	5,184,000	2.472	8,293,000	0.770	
137	Tehsil Municipal Administration, Mach.	1,800,000	4,709,363	0.971	1,500,000	0.393	264,000	0.126	6,473,363	0.601	

138	Tehsil Municipal Administration, Dahdar.	897,746	3,232,794	0.667	2,000,000	0.524	300,000	0.143	5,532,794	0.514
139	Tehsil Municipal Administration, Bagh.	2,961,000	3,594,210	0.741	1,500,000	0.393	300,000	0.143	5,394,210	0.501
140	Tehsil Municipal Administration, Sanni		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
141	Union Council, Kolpur.	356,000	69,000	0.014	60,000	0.016	324,000	0.154	453,000	0.042
142	Union Council, Abegum.	296,000	46,000	0.009	60,000	0.016	324,000	0.154	430,000	0.040
143	Total District Bolan : -		15,182,884	3.130	10,880,000	2.851	8,112,000	3.868	34,174,884	3.175
144	District Government Jhal Magsi.		514,686	0.106	1,500,000	0.393	-	-	2,014,686	0.187
145	Tehsil Municipal Administration, Jhal Magsi		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
146	8 Union Council, Jhal Magsi.		552,000	0.114	680,000	0.178	2,592,000	1.236	3,824,000	0.355
147	Tehsil Municipal Administration, Gandawar.	732,000	753,265	0.155	500,000	0.131	264,000	0.126	1,517,265	0.141
148	Union Council, Jhal Magsi.		407,705	0.084	100,000	0.026	324,000	0.154	831,705	0.077
149	Total District Jhal Magsi : -		2,227,656	0.459	5,280,000	1.383	3,480,000	1.659	10,987,656	1.021
150	District Government, Turbat.	1,285,000	1,219,725	0.251	1,500,000	0.393	1,176,000	0.561	3,895,725	0.362
151	38 Union Councils Turbat.		2,622,000	0.541	2,680,000	0.702	12,312,000	5.871	17,614,000	1.636
152	Tehsil Municipal Administration, Turbat.	5,122,570	8,704,619	1.795	2,500,000	0.655	444,000	0.212	11,648,619	1.082
153	Tehsil Municipal Administration, Buleda.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
154	Tehsil Municipal Administration, Tump.		-	-	2,500,000	0.655	336,000	0.160	2,836,000	0.263
155	Tehsil Municipal Administration, Dasht.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
156	Total District Turbat : -		12,546,344	2.587	14,180,000	3.715	14,868,000	7.090	41,594,344	3.864

157	District Government, Gawadar	1,005,831	1,110,076	0.229	1,500,000	0.393	636,000	0.303	3,246,076	0.302
158	12 Union Councils Gawada.		897,000	0.185	980,000	0.257	3,888,000	1.854	5,765,000	0.536
159	Tehsil Municipal Administration, Gawadar.	4,932,000	5,831,732	1.202	2,000,000	0.524	264,000	0.126	8,095,732	0.752
160	Tehsil Municipal Administration, Pasni	2,250,000	3,428,424	0.707	500,000	0.131	264,000	0.126	4,192,424	0.389
161	Tehsil Municipal Administration, Ormara.	983,341	1,946,393	0.401	500,000	0.131	264,000	0.126	2,710,393	0.252
162	Tehsil Municipal Administration, Jiwani.	638,088	1,452,123	0.299	500,000	0.131	264,000	0.126	2,216,123	0.206
163	Union Council, Surbandar.	214,250	475,695	0.098	100,000	0.026	324,000	0.154	899,695	0.084
164	Total District Gawadar : -		15,141,443	3.122	6,080,000	1.593	5,904,000	2.815	27,125,443	2.520
165	District Government, Panjgur.	282,000	1,290,759	0.266	1,500,000	0.393	696,000	0.332	3,486,759	0.324
166	16 Union Councils Panjgur.		1,035,000	0.213	1,200,000	0.314	5,184,000	2.472	7,419,000	0.689
167	Tehsil Municipal Administration, Panjgur.	1,432,000	2,420,709	0.499	1,500,000	0.393	336,000	0.160	4,256,709	0.395
168	Tehsil Municipal Administration, Gowargo.		-	-	2,500,000	0.655	300,000	0.143	2,800,000	0.260
169	Total District Panjgur : -		4,746,468	0.979	6,700,000	1.755	6,516,000	3.107	17,962,468	1.669
170	Total Districts : -		455,000,000	93.814	325,000,000	85.154	209,712,000	100.000	989,712,000	91.949
171	B.L.G. Board.			-	31,052,400	8.136		-	31,052,400	2.885
172	Octroi Share of Cantonment Board, Quetta.			-	24,600,000	6.445		-	24,600,000	2.285
173	Pension LCS employees & Servants of Councils to be released to BLGB for deposit in pension fund.		30,000,000	6.186	-	-		-	30,000,000	2.787
174	Cantonment Board, Zhob, Loralai			-	1,011,000	0.265		-	1,011,000	0.094
	Grand Total : -		485,000,000	100.000	381,663,400	100.000	209,712,000	100.000	1,076,375,400	100.000

Subject :- **PROVINCIAL FINANCE COMMISSION 2004**

The Government of Balochistan under Section 120-B of Balochistan Local Government Ordinance 2001 constituted Provincial Finance Commission comprising of the following:

1.	Finance Minister Government of Balochistan	Chairman
2.	Addl. Chief Secretary (Dev:) Government of Balochistan.	Member
3.	Secretary ,Local Government, Government of Balochistan.	Member
4.	Secretary Finance Department, Government of Balochistan.	Member/Secretary
5.	Mr. Fateh Khan Khajjak	Expert Member

2. The terms of reference of the Commission are as follows:

1. To examine receipts and expenditure of the Provincial Government for the last three years and make projections for the next year. '
2. To devise formulae for distribution of resources between the Province and the districts in the next financial year to be called as Provincial Retained Amount and the Provincial Allocable Amount respectively.
3. To suggest distribution of Provincial Allocable Amount between various districts.
4. To suggest the percentage to be shared between District, Tehsils and Unions of the funds allocated to each district for development outlay.
5. The recommendations of the Commission shall be based on the principles of fiscal need, fiscal capacity, fiscal effort and performance.
6. The Commission to make its recommendations on the above items in the form of an Award indicating the percentage of resources shared between the Province and the Districts and each District from out of Provincial Allocable Amount.

3. The Commission held its meeting on 16th June, 2004 at Quetta. It was observed that National Finance Commission has not yet given its recommendations about distribution of resources between Federation and the Provinces. No long term distribution of resources can therefore be made for the present between the Provincial Government and the districts.

4. The Commission therefore, observed that it may, for the time being, distribute resources for the year 2004-05 only. The matter can later be examined in depth and a long term Award can be given after consideration of resources on long term basis.

5. The Commission was informed about the implementation of its Award for the year 2003-04 and various problems faced during the period. In most of the cases, the allocations made by the Commission proved to be sufficient on the basis of transfer of 31 % of resources. In some of the districts, however, share allocated to the district turned out to be lower than their requirements on account of pay and allowances. This occurred mainly because the information provided by the Treasury Officers about the actual expenditure in the year 2002-03 and which was made the basis for allocation had missed certain expenditures. The Commission was informed that deficiencies where pointed out have been met by giving additional resources to those districts. The Commission was further informed that where allocations were higher than the actual expenditure, no deduction was made from such districts. They were released funds as per Award.

6. The Commission was also informed that the amount on account of 15% increase in pay was also allowed to the districts as additional grant as it was thought that the districts cannot meet their expenditure on this item from within the allocated amount.

7. The Commission accordingly approved additional allocations granted to the districts to meet their deficiencies as well as additional allocations made on account of increase in pay.

8. Expert Member and Secretary Local Government Department, Member were of the view that 31% of the PSDP amount should also be allocated to District Government to be disbursed on the formula to be devised by the Commission for developmental activities of the devolved departments. Rest of the members and Chairman of the Commission observed that against net divisible amount of Rs.27298.4 million, current expenditure for the year 2004-05 is estimated as Rs.28450.6 million. The Provincial Government has till now borrowed about Rs.5000.0 million to meet its development expenditure during the current financial year which may even exceed this level by the end of the year. Due to financial constraints, the District Governments cannot be allocated further amount out of, PSDP. However, the same can be reviewed once the fragile financial position of the Government is improved.

9. The Commission was informed that most of the revenues of Government of Balochistan come as transfers from the Federal Government. Its own revenue base is very small and is estimated at Rs.1621.5 million. The Federal Government has informed following transfers to Government of Balochistan as share in taxes, gas levies and grants:-

(Rs. in million)	
1. Shared taxes	10265.0
2. Straight Transfers (gas levied)	7354.6
3. Subvention	5500.0
4. Federal part of 2.51Yo GST	<u>1079.3</u>
Total	<u>24198.6</u>

10. Provincial Government thinks that it may get another Rs.4.0 billion on account of arrears of Gas Development Surcharge. If this amount is added to the above amount alongwith Provincial own receipt of RS.1621.5 million total comes to Rs.29820.4 million. After deduction of total 2.5% additional GST of Rs.1782.3 million, property tax of Rs.34.7 million and net negative capital receipts of Rs.705.0 million net divisible amount comes to Rs.27298.4 million as given below:

Total amount.	29820.4
(-) GST	1782.3
(-) Property Tax	34.7
- Net capital receipts	<u>705.0</u>
Total	<u>29820.4</u>

11. The Commission thought that GDS arrears are pending since long. Delay in actual inflow thereof may put the Districts in difficult position. The share of the districts thus needs to be fixed in a way that they at least get 5% increase over the revised estimates. The Commission accordingly decided that while the formula for transfer of 31 % of resources may stand but a 5% additionally over revised estimates must be ensured to the districts. The Commission accordingly decided that district may be given Rs.8611.1 million i.e. 5% above Rs.8201.0 million given in the revised estimates. Districts may also be given additional amount on account of pay increase, if any, announced by the Government for the year 2004-05 as the districts may not be in a position to bear this expenditure.

12. The Commission observed moment the that at the distribution of expenditure between Noshki and newly created district of Chaghai is not available. It was, therefore, decided that a sum of Rs.5.0 million from out of Rs.8611.1 million be kept for the new

District of Chaghi and the balance amount of Rs.8606.1 million may be distributed amongst all the districts.

13. For inter-district distribution of balance Allocable amount of Rs.8606.1 million, the Commission directed that it may be allocated to each district in the same ratio as their expenditure bears to the total sum in the 2003-04 as given in Annex-I. District wise distribution, for the year 2004-05 is given in Annex-II.

14. As for 2.5% of additional GST levied in 1999, the Commission decided that whole of its proceeds of Rs.1782.3 million including federal art which is now being transferred to the Province should be given to the districts on the same para-meters as were prescribed by the Commission in the last PFC Award.

15. The distribution of this amount in lines of last PFC Award with an overall increase of 13% in salary/non-salary provisions of Local Governments to cover the anticipated increase of expenditure in these heads is tabled below which was approved by the Commission :-

S.No.	Name of District	Budget 2004-05	B.E. 2004-05 13% Increase
1	Quetta	269.079	304.059
2	Loralai	38.666	43.692
3	Khuzdar	47.678	53.876
4	Sibi	39.844	45.023
5	(Kech) Turbat	41.594	47.001
6	Nasirabad	27.429	30.994
	Pishin	35.41	40.013
7	Killa Abdullah	35.41	40.013
8	Killa Saifullah	37.68	42.578
9	Zhob	16.149	18.248
10	Chagai	33.846	38.245
11	Ziarat	38.8	20.268
12	Kohlu	17.937	20.268
13	Mastung	14.926	16.866
14	Kalat	27.036	30.550
15	Panjgur	21.122	23.867
16	Kharan	17.962	20.297
17	J hal Magsi	23.182	26.195
18	Lasbela	10.988	12.416
19.	Gwadar	72.797	82.26

20	Dera Bugti	27.125	30.651
21	Awaran	15.657	17.692
22.	Musa Khail	14.191	16.035
23	Barkhan	9.164	10.355
24	Jaffarabad	7.25	8.192
25	Bolan	50.023	56.525
26	BLGB	34.175	38.617
	Total:	989.71	1118.373
27	BLGB	31.052	31.052
28	Octroi Share of Cantonment Board Quetta	24.6	24.6
29	Pension LCS Employees and servants of Council to be released to BLGB for depositing pension fund	30	30
30	Cantonment Board, Zhob & Loralai	1.011	1.011
31	Allocation for new Tehsils / Unions and also Shortfall if any demanded by councils.		10
	Total Old wrong	1076.371	1215.035

16. The Commission also decided that the balance amount of Rs.567.265 million may further be distributed to the Districts, 50% on the basis of area and 50% on the basis of population. The amounts falling to the share of each district may further be distributed on the existing basis i.e 40% for districts (Rs.226.906 million) 25% for Tehsils (Rs.141.816 million) and 35% for Union Councils (Rs.198.543 million).

17. Under Section 117 of Balochistan Local Government Ordinance, Tehsil Councils and Town Councils Subject to approval of Zila Tax have to determine the rate of, the Property Tax. These receipts are collected by the Excise & Taxation Department and are transferred to the concerned Tehsil/Town after deducting 15% collection charges. The Commission reviewed this matter and decided that collection charges may be rationalized and brought down to 51%.

18. The Commission's recommendations in brief are as follows:-

1. The Award being given may be valid for one year by what time NFC Award may have come and long term projections of revenues flowing to Government of Balochistan are known.
2. The projections of revenues include arrears of Gas Development Surcharge which may not be flowing on proportionate basis. The Commission recommended that districts' share in total amount may at least be Rs.8611.1

million which is 5% above the revised estimates 2003-04 including the effect of 15% increase in pay announced in the year 2003-04. For any pay increase, if announced in 2004-05 the districts may be provided additional grants on that account.

3. The GST proceeds out of 2.5% additional GST may remain distributable to the districts on the same formula as was adopted in the last year. After specific allocation of Rs.1215.035 million indicated at paragraph 15 the balance amount be distributed to the districts 50% on the basis of population and 50% on the basis of area. This amount would be further bifurcated amongst the districts, tehsils and unions in the ratio of 40:25:35 respectively.
4. The proceeds of Immovable Property Tax collected by Excise & Taxation Department will be distributed on quarterly basis to the tax yielding Local Governments after deduction of 5% collection charges, instead of 15% in the past.
5. Any foreign aid or special grants given by the Provincial Government to the districts shall be in addition to the amount given under the Award.
6. Releases may be regulated on the basis of actual inflow of receipts. As the districts have no borrowing authority, if the actual inflow is less than expenditure on pay and allowances of a particular district, the shortfall may be met by the Provincial Government, which may be adjusted on later improved inflows

7. ANNEXURE-1

EXPENDITURE INDICATED BY DISTRICTS FOR 2003-04

(Rs. in million)

S.No.	Name of District	Pay	Allowances	N-Salary	8 months actual 2003-04	4 months projected expenditure 2003-04	G. TOTAL
1	QUETTA	366.852	204.752	16.101	587.705	293.8525	881.5575
2	LORALAI	140.617	102.756	8.267	251.64	125.82	377.46
3	KHUZDAR	155.281	111.938	19.026	286.245	143.1225	429.3675
4	SIBI	165.085	112.537	13.806	291.428	145.714	437.142
5	(KECH) TURBAT	161.333	137.681	5.147	304.161	152.0805	456.2415
6	NASIRABAD	86.062	34.721	7.738	128.521	64.2605	192.7815
7	PISHIN	173.693	122.155	8.595	304.443	152.2215	456.6645
8	KILLA ABDULLAH	81.863	60.479	3.415	145.757	72.8785	218.6355
9	KILLA SAIFULLAH	88.919	60.729	2.969	152.617	76.3085	228.9255
10	ZHOB	112.713	78.413	3.748	194.874	97.437	292.311
11	CHAGAI	131.113	96.595	9.242	236.95	118.475	355.425
12	ZIARAT	58.541	40.910	2.188	101.639	50.8195	152.4585
13	KOHLU	79.171	53.158	5.493	137.822	68.911	206.733
14	MASTUNG	98.811	65.870	7.726	172.407	86.2035	258.6105
15	KALAT	102.744	61.531	6.120	170.395	85.1975	255.5925
16	PANJGOOR	113.896	83.090	4.936	201.922	100.961	302.883
17	KHARAN	106.829	72.543	6.458	185.83	92.915	278.745
18	JHALL MAGSI	56.691	38.727	5.454	100.872	50.436	151.308
19	LASBELA	117.952	68.046	5.353	191.351	95.6755	287.0265
20	GAWADUR	67.541	44.669	4.241	116.451	58.2255	174.6765
21	DERA BUGTI	94.232	64.689	3.726	162.647	81.3235	243.9705
22	AWARAN	55.851	40.083	3.469	99.403	49.7015	149.1045
23	MUSAKHAIL	43.814	29.941	2.027	75.782	37.891	113.673
24	BARKHAN	59.751	40.138	6.121	106.01	53.005	159.015
25	JAFFARABAD	150.257	100.783	4.404	255.444	127.722	383.166
26	BOLAN	104.443	69.161	2.635	176.239	88.1195	264.3585
TOTAL:-		2,974.055	1,996.095	168.405	5,138.555	2,569.278	7,707.833

ANNEXURE-II
PROVINCIAL ALLOCABLE AMOUNT FOR 2004-05
 (Rs. in million)

S.No	Name of District	Share %age	Allocable Share 2004-05
1	QUETTA	11.44	984.294
2	LORALAI	4.90	421.449
3	KHUZDAR	5.57	479.406
4	SIBI	5.67	488.086
5	(KECH) TURBAT	5.92	509.412
6	NASIRABAD	2.50	215.248
7	PISHIN	5.92	509.884
8	KILLA ABDULLAH	2.84	244.115
9	KILLA SAIFULLAH	2.97	255.604
10	ZHOB	3.79	326.377
11	CHAGAI	4.61	396.846
12	ZIARAT	1.98	170.226
13	KOHLU	2.68	230.826
14	MASTUNG	3.36	288.749
15	KALAT	3.32	285.379
16	PANJGOOR	3.93	338.181
17	KHARAN	3.62	311.230
18	JHALL MAGSI	1.96	168.941
19	LASBELA	3.72	320.476
20	GAWADUR	2.27	195.033
21	DERA BUGTI	3.17	272.403
22	AWARAN	1.93	166.481
23	MUSAKHAIL	1.47	126.920
24	BARKHAN	2.06	177.547
25	JAFFARABAD	4.97	427.820
26	BOLAN	3.43	295.167
	TOTAL:-	100.00	8606.100

Subject :- **4TH PFC AWARD 2005-06.**

This is going to be the 4th PFC Award in Balochistan. Through the Provincial Finance Commission (PFC), Government of Balochistan has been trying since 2002 to provide a transparent, formula-based and predictable inter- governmental revenue sharing system. "Inter governmental" refers to the relationship amongst the provincial government at one hand and local governments individually at district, tehsil & union council levels, at the other hand. The over-all objective is to enable various local governments to improve their performance with regard to services-delivery to the people of this province

The present system of local governments was introduced on 14th August, 2002 with a view to devolve political powers at grass-roots level for the sake of good governance. As fiscal devolution is the core of political devolution, a dire need was felt to change the system wherein Finance Department used to prepare budgets for the Administrative Departments and districts used to be only part & parcel of those. The idea behind that need was sharing of resources between the province (a federating unit) and the local governments (to whom powers were to be devolved). By that time, the Government of Balochistan set up a Provincial Finance Commission (PFC). So far, three awards have been announced by the Government at the recommendations of the Provincial Finance Commission.

2. HISTORY OF PFC AWARDS

So far, all PFC Awards have been of interim nature for want of NFC Award and, therefore, each was for one year. First PFC Award, for FY 2002-03, was announced at the basis of actual expenditures in districts as reported by the Administrative Departments based at Quetta in the shape of revised B.E. of FY 2001-02. Second PFC Award, for FY 2003-04, can termed mature as GST proceeds were proposed to be spent mainly for the same activities for which octroi and zila tax were spent and the GST proceeds were transferred for the first time directly to the respective bank-accounts of the local governments irrespective of their levels. In the third PFC Award, for FY 2004-05, pattern of the last year's Award was followed but with increased funds.

A brief sum-up of the three awards shows that local governments share (the Provincial Allocable + GST) gradually increased as % age of the total receipts of

Government of Balochistan. (Comparison of those %ages is given in the "epilogue" at the end and district govt-wise comparison is attached as Annexure-A).

i)	1 st PFC Award (2002-2003)		
	Provincial Allocable	=	Rs.7240.000 Million
	GST	=	Rs.1600.000 Million
	Total Share:-	=	Rs.8840.000 Million
ii)	2 nd PFC Award (2003-2004)		
	Provincial Allocable	=	Rs.6880.694 Million
	GST	=	Rs.1632.000 Million
	Total Share:-	=	Rs.8513.377 Million
iii)	3 rd PFC Award (2004-2005)		
	Provincial Allocable	=	Rs.8611.100 Million
	GST	=	Rs.1782.300 Million
	Total Share:-	=	Rs.10393.400 Million

Therefore, task of the PFC is to effect two-level distribution viz. once between the province & local governments and then inter se distribution amongst all local governments in 28 Districts, 76 TMAs, & 518 D.C.s . In case of the former, the Provincial Consolidated Fund is cut into two parts i.e. the Provincial Retained (PR) & the Provincial Allocable (P A). For the latter, inter-districts sharing formula is devised to distribute the P A amongst district governments only while GST proceeds are distributed amongst all local governments on need basis.

The above-mentioned PFC Awards aimed at bringing about some improvement in the society while role of Finance Department in that process was that of a catalyst. To get the directive of National Reconstruction Bureau about "independent PFC secretariat in each province" conformed with section 120(B)(2) of the BLGO 2001 which reads that" Finance Department shall act as secretariat of the P F C ", the P F C secretariat in Balochistan exists separately but as component of Finance Department. In this way, a smooth transition has been steered by FD from centralized planning & budgeting to a mechanism based on fiscal decentralization. As a result of which, 27 district governments (now 28), 76 TMAs & 518 U.Cs. have developed basic capacities to plan and then implement their own budgets. Thus, vision of the NRB envisaging decentralization of administrative & financial

authority to the local governments, through institutionalization of popular participation, stands vindicated.

3. COMPOSITION OF PFC

The Finance Secretary told the Commission that though The Balochistan Local Government (Amendment) Ordinance 2005, Ordinance No.II of 20051 dated 6th June, 2005. had made the PFC a ten-member body, actually revalidating The Balochistan Local Government (Second Amendment) Ordinance 2003, Ordinance No.II of 20031 dated 10th June, 2003 (which had expired due to its non placement before the Provincial Assembly), the meeting of dated 7th June, 2005 was being held in the Committee Room of Finance Department as per original composition of five members envisaged in The Balochistan Local Government (Amendment) Ordinance 2002, I Ordinance XIII of 2002.1 dated 5th August, 2002. That was necessitated because of the fact that the PFC Award had to be finalized prior to the budget 2005-06 session of the Provincial Assembly. Moreover, printing of vol-III, wherein all figures agreed upon in the PFC meeting were to be reflected, had to be completed well before the budget session. Therefore, no time was left to get the nomination of three professional members alongwith that of three Nazims approved from the honorable Governor as required under the law. Hence, provisions of section 197 (removal of difficulty) of the BLGO 2001 had been invoked to convene that meeting.

Five members of the PFC, who attended this meeting on June, 2005, in the committee-room of Finance Department, Block 5 , Civil Secretariat, are mentioned hereunder Finance Minister, Chairman Government of Balochistan.

- | | | |
|----|---|------------------|
| 1. | Finance Minister,
Government of Balochistan | Chairman |
| 2. | Addl: Chief Secretary (Dev:)
Government of Balochistan | Member |
| 3. | Secretary Local Government
Government of Balochistan | Member |
| 4. | Secretary Finance Deptt
Government of Balochistan | Member/Secretary |
| 5. | Mr. Fateh Khan Khajjak. | Expert Member |

3. TERMS OF REFERENCE OF PFC.

The terms of reference of the Commission are as follows :-

1. To examine receipts and expenditure of the Provincial Government for the last three years and make projections for the next year.
2. To devise formulae for distribution of resources between the Province and the Districts in the next financial year to be called as the Provincial Retained (PR) and the Provincial Allocable (P A) respectively.
3. To suggest distribution of the Provincial Allocable between various districts.
4. To suggest the percentage to be shared between District, Tehsils and Union Councils of the funds allocated to each district for development outlay.
5. The recommendations of the Commission shall be based on the principles of fiscal need, fiscal capacity, fiscal effort and performance.
6. The Commission to make its recommendations on the above items in the form of an Award indicating the percentage of resources shared between the Province and the local governments and each local government from out of the Provincial Allocable.

Note:- Technically speaking, GST proceeds are part of the Provincial Consolidated Fund (PCF) but GST Proceeds are not considered by the Commission as part of the PCF at the time of dividing the same into the Provincial Allocable & the Provincial Retained and, therefore, GST Proceeds are transferred to local governments as such and the remaining PCF is divided into the Provincial Allocable & the Provincial Retained.

5. PFC DELIBERATIONS

5.1) Appraisal of expenditures in local governments.

Finance Secretary placed data before the Commission pertaining to salary and non-salary expenditures of district governments out of account-IV during 2003-04 & 2004-05. (The same is appended as Annexure-C herewith). Data pertaining to expenditures of TMA's and DC's was not available. Expenditure of Rs.7707.833 million in 2003-04 against the Provincial Allocable of Rs.6880.694 million and that of Rs.8666.145 million against the Provincial Allocable of Rs.8611.100 million in 2004-05 conveyed that district governments had financial problems. However, district governments also got their shares out of GST proceeds. Due to this, Finance Minister, the Chair, asked all members to think on ensuring financial well being & viability of all local governments. However, the Commission was satisfied to note that the funds allocated in the 3rd PFC Award proved sufficient in case of most of the local governments.

5.2) Appraisal of revenue - position of provincial government.

From the following data presented by the Finance Secretary, the Commission observed that most of the revenues of Government of Balochistan come as transfers from the Federal Government. Its own revenue base is very small (5.42% of the Provincial Consolidated Fund / total receipts) and stands at Rs.1611.928 million as per budget estimates of 2005-06.

(Rs. In million)

	2004-05	2005-06
Shared Taxes	9561.962	12260.991
Straight transfers	11354.612	7944.321
Special grant (Subvention)	5500.00	5500.00
Federal Part of 2.5% GST	1079.305	1534.346
GST - District Share	702.992	882.609
Provincial own receipts	1621.494	1611.928
Total (Total receipts of Balochistan)	29820.365	29734.195
Less GST (2.5% Federal+district Share)	-1782.279	-2416.955

Less property Tax payable	-38.824	-42.750
Less Net Capital Receipt	-704.968	-2105.203
Total (net Provincial divisible)	27294.276	25169.287

The Commission noted with concern that total receipts of Government of Balochistan slightly slumped from Rs.29820.365 million in 2004-05 to Rs.29734.195 million for 2005-06 but they were satisfied to observe that GST proceeds witnessed a reasonable increase over those of the last year.

5.3) Calculation of size of the Provincial Allocable. (P A)

Prior to calculating size of the Provincial Allocable the Commission recommended that the P A may be distributed amongst district governments only (excluding tehsils / towns and union councils) and GST proceeds may be distributed amongst all local governments at district, Tehsil/town and D.C levels for the expenditures previously met by octroi and zila tax as per past practice.

Calculation of size of the P.A lay at the heart of the deliberations. However, calculation of size of the P A was not possible unless the minimum bench-mark was agreed upon. Once the bench-mark was known, the Provincial Allocable could be made rational by the element of "additionality" based on some justification. Should the bench-mark be the historical (but not provided in the BLGO 2001) 31 % of net provincial receipts or the same should be based on sec. 120-D (1) (a) (i) of the BLGO 2001, was candidly discussed by the Commission. The above quoted section suggests that budget estimates of the P A of a year must not be less than those of preceding year. Therefore, the Commission agreed to have BE of 2004-05 of the P A (Rs.8611.1 million) as the bench-mark for calculation of size of the P A for 2005-06. Justification for additionality existed as 25% increase in salary recently announced by the Federal Government. Deducting an average 10% non-salary component from Rs.8611.1 million, total salary component was known to be Rs.7749.99 million. When the same was increased by 25% additionality (Rs.1937.48 million), the total salary component of the P A for 2005-06 became Rs.9687.487 million. By adding Rs.112.513 million to it as non-salary component, the Provincial Allocable became Rs.9800.000 million for 2005-06.

5.4) Calculation of inter - districts sharing formula for Provincial Allocable.

In a previous meeting of PFC on 20th April, 2005, the Commission had constituted a Sub-Committee to re-calculate inter-districts sharing formula by using all possible parameters. The Sub-Committee calculated two formulae based on (i) sanctioned strength of district governments' employees, (ii) multi indicators as 40% area: 30% population: 20% social backwardness: 10% lag in infrastructure. However, the Commission observed that the presently practiced formula may continue for the 4th PFC Award as well. (Minutes of the meeting of the Sub-Committee showing all formulae is attached herewith as annex-B).

The Commission also agreed, on the basis of population in each Union Council, to bifurcate 3.62% share of pre-bifurcation Kharan district government into 1.92% share of Washuk district government and 1.70% share of Kharan district government.

* = this was calculated by inverse-ratio method on the basis of only three indicators viz. no. of schools, no. of WSS, no. of hospitals.

* = this was calculated by inverse-ratio method on the basis of only two indicator viz. total length of roads in KMs~ no. of DCs electrified.

When Rs.9800.000 million (P A) was distributed amongst all district governments as per agreed formula, the following pattern emerged showing share of each district government out of the Provincial Allocable during the FY 2005-06 and the same was recommended to be incorporated into the 4th PFC Award.

DISTRIBUTION OF THE PROVINCIAL ALLOCABLE (P A) IN 2005-06			
(Rs. in million)			
S.No	Name of District	% share	Actual share
1	QUETTA	11.44	1121.120
2	LORALAI.	4.9	480.200
3	KHUZDAR.	5.57	545.860
4	SIBI.	5.67	555.660
5	(KECH) TURBAT.	5.92	580.160
6	NASIRABAD.	2.5	245.000
7	PISHIN.	5.92	580.160
8	KILLA ABDULLAH	2.84	278;320
9	KILLA SAIFULLAH.	2.97	291.060

10	ZHOB.	3.79	371.420
11	NUSHKI	2.92	286.160
12	ZIARA T.	1.98	194.040
13	KOHLU.	2.68	262.640
14	MASTUNG.	3.36	329.280
15	KALA T.	3.32	325.360
16	PANJGOOR.	3.93	385.140
17	KHARAN.	1.70	166.600
18	KACHI JHALL MAGSI	1.96	192.080
19	LASBELLA	3.72	364.560
20	GAWADUR.	2.27	222.460
21	DERA BUGTI	3.17	310;660
22	AWARAN.	1.93	189;140
23	MUSAKHAIL	1.47	144.060
24	BARKHAN	2.06	201.880
25	JAFFARABAD	4.97	487.060
26	BOLAN	3.43	336.140
27	CHAGAI(Dalbandin)	1.69	165.620
28	WASHUK	1.92	188.160
	Total	100%	9800.00

5.5) Distribution of GST proceeds.

Secretary Local Government Department placed a working paper before the Commission, elaborating the distribution of GST proceeds amounting to Rs.2416.955 million amongst 28 district governments, 76 T.M.As & 518 D.Cs. It was pointed out by the Local Government Department that previously the amount accruing as octroi and zila tax was utilized for :-

- payment of pay & pension to Local Councils-Service employees.**
- contribution for Balochistan Local Government Board.**
- shares of three Cantonment Boards at Quetta, Loralai and Zhob.**
- salary and non-salary of districts/towns collecting zila tax and octroi.**

As the GST has substituted octroi and zila tax, all GST proceeds are required to be spent for the above mentioned activities in local governments. The Commission unanimously agreed with the scheme of Local Government Department regarding expenditure of GST proceeds. Following table shows the distribution pattern of GST proceeds. (Shares of all local

governments within the territorial limits of a district have been added together for the sake of ease).

(RELEVANT DISTRICT)

S.No.	NAME OF DISTRICTS.	SHARE
1	QUETTA	411.079
2	LORALAI	88.372
3	KHUZDAR.	1-13.402
4	SIBI.	88.109
5	(KECH) Turbat.	104.249
6	NASIRABAD	70.804
7	PISHIN.	86.620
8	KILLA ABDULLAH.	91.093
9	KILLAH SAIFULLAH.	51.801
10	ZHOB.	52.258
11	NUSHKKI	52.093
12	ZIARAT.	50.850
13	KOHLU.	48.123
14	MASTUNG.	6.708
15	KALA T.	60.120
16	P ANJGOOR.	53.840
17	KHARAN.	30.477
18	JHAIL MAGSI.	0.544
19	LASBELLA.	137.157
20	GAWADUR.	51.465
21	DERA BUGTI.	71.835
22	AWARAN.	46.797
23	MUSAKHAIL.	35.391
24	BARKHAN.	32.093
25	JAFFARABAD.	110.937
26	BOLAN.	102.695
27	CHAGAI (DALBANDIN)	107.824
28	WASHUK	84.600
29	Total District Share :-	2319.337
30	1.BLG Board	31.052
31	2. Cantonment Board Quetta.	24.600
32	3. BLGB Pension Fund	30.000
33	4. Cantonment Board Zhob.	
34	5. Cantonment Board loralai.	
35	Total Board Share (b):-	86.663

36	Allocation for new local governments and also shortfall if any	10.000
37	Grand total :-	2416.000

5.6) Development - Financing.

Keeping in view the incessant demands from all local governments, the Commission explored possibilities of development financing. But that meant enhancing the size of the Provincial Allocable & GST proceed which was simply not possible because of decrease in the total receipts of the Province this year and exorbitant cost of subsidies on wheat & tube-wells and of debt-servicing (to clear a total debt of Rs.9300 million, Balochistan has to pay Rs.100 million every month and that too at the KIB rate) coupled with expenditure on law & order and provincial departments. However, the Commission was of the view that this resource-expenditure gap can be filled with the ADB-provided Rs.1200 million scheme-specific, performance oriented incentivizing financial assistance which Finance Department would be releasing as "conditional grants". These grants would also be demonstrative of the 'funds-follow-function' principle. However, the Commission hoped that, the local governments would be getting Rs.1823.555 million more as result of the 4th PFC Award for 2005-06 as compared to 2004-05, the local government may be capable of financing their development schemes from that also.

5.7) Improving fiscal capacity of the local governments.

Immovable Property Tax was discussed in terms of increase tax-rate and decrease in collection charges. However, its increase from Rs.38.824 million for 2005-06 to Rs.2.750 million in 2004-05 was appreciated. Moreover, Rs.34.756 million of G.A building funds and Rs.30.000 million of Text Books Board allocation also came under review of the Commission. Besides, views of the Chair were endorsed by the Commission that a block allocation to the tune of Rs 400.000 million may be kept in addition to the 4th PFC Award to help out those local governments which may be at disadvantage because of the 4th PFC Award and the same may be called as Fiscal Equalization Grant (FEG). Hence, the Commission was pleased to note that a total of Rs.1707.506 million (Rs.1200.000 million by ADB, Rs.400.000 million as FEG, Rs.2.750 million as Property Tax, Rs.34.756 million as GA building funds & Rs.30.000 million as Text Books Board allocation) were also

earmarked for local governments out of the Provincial Retained in the 4th PFC Award in addition to their usual share (the Provincial Allocable + GST proceeds). That first-time generous move of the provincial government would certainly improve fiscal capacity of the local governments.

6. PFC RECOMMENDATIONS

i) life of the 4th PFC Award may be w.e.f. 1st July 2005 to 30th June, 2006 (both days inclusive) as by that time NFC Award may have come and long terms projections of revenues earmarked as lot of Government of Balochistan are precisely predictable.

ii) The Provincial Allocable (P A) may be Rs.9800.000 million for the 4th PFC Award which is 33.6% of the net receipts of GOB. This PA is 13.8% higher than Rs.8611.1 million of the last year and would be distributable as per shares tabulated on page 12 of this Award.

iii) GST Proceeds (Rs.2416.955 million) will be distributable directly to all local governments for specified items in amounts proposed by Local Government Department. (That agreed proposal/scheme of Local Government Department is appended herewith as Annex-A and also tabulated briefly on page 14 of this Award. .

iv) The proceeds of The Balochistan Urban Immovable Property Tax Act 1958 (Rs.A2.750 million as per 2005-06 BE) may be distributed on quarterly basis to the tax-yielding local governments after deduction of 5% collection charges by Excise and Taxation Department.

v) Rs.1200.000 million ADB funded Performance Grant and Rs 400.00 million Fiscal Equalization Grant must be outside the purview of 4th PFC Award and would be released by Finance Department as such in addition to the respective shares of the local governments.

vii) Rs.34.756 million GA building funds alongwith Rs.30.000 million allocation of Text Books Board for printing of primary school books may also be transferred to account-IV of districts governments but for the same purposes.

viii) The monthly releases may be regulated on the basis of estimates in each quarter and excess / shortfall may be adjusted in the subsequent quarter Subject to the inflow of funds from the Federal Government.

ix) A code of instructions with regard to payments by local governments out of their funds may be formulated asking the DDOs not to pay out of non-salary heads unless all salaries registered with them are paid for the month concerned. Moreover, non-salary expenditures should be prioritized as QESCO dues, PTCL bills, POL bills etc. The district Govts: may also be told that the mandatory contributions like GP fund, Benevolent fund, Group Insurance and Income Tax may be deducted by the Finance Department at source if the district Govt: concerned fails to deposit the same in a year.

x) The Commission also recommended that officers of the PFC secretariat should carryout regular visits of HQs of local governments and treasury offices in the Province with a view to have on-site reconciliations/verifications of the funds released by Finance Department.

7. EPILOGUE.

The following table shows the comparison of %ages of the total share of local governments to total receipts of Government of Balochistan for FY 2002-03, 2003-04, 2004-05 and 2005-06.

(Rs. in million)		
1st PFC Award (2002-03)	33.44%	(of total receipts of Rs.26434.63)
2nd PFC Award (2003-04)	34.54%	(of total receipts of Rs.24642.521)
3rd PFC Award (2004-05)	34.85	(of total receipts of Rs.29820.365)
4th PFC Award (2005-06)	41.08%	(of total receipts of Rs.29734.195)

The above table mirrors commitment of Government of Balochistan to respond to financial requirements of local governments situated within its territorial limits

Subject:- 5TH PFC AWARD 2006-09

1. PREAMBLE

Administrative decentralization sans fiscal decentralization is meaningless. Fiscal decentralization is channelized through Provincial Finance Commission (PFC) which is a statutory body under section 120-A of the BLGO 2001. The Provincial Finance Commission express their vision in the form of an Award furnishing out-lines of a self contained fiscal transfers' system for the province. The over-all objective of an Award is to provide a transparent, formula-based and predictable inter-governmental revenue sharing system with a view to enable various local governments to improve their performance with regard to services-delivery to the people of this province.

An Award of the PFC speaks for two-level distribution viz. once between the province on one hand & local governments on the other hand and then distribution *inter se* amongst all local governments. In case of the former, the Provincial Consolidated Fund is cut into two parts i.e. the **Provincial Retained** (PR) & the **Provincial Allocable** (PA). For the latter, shares *inter se* of all local Govts: are proposed out of a fund which consists of the Provincial Allocable & the federally transferred GST.

All PFC Awards, pronounced so far, aimed at bringing about improvement in the society and Finance Department acted in that process like a catalyst. In this way, a smooth transition has been steered by FD from centralized planning & budgeting to a mechanism based on fiscal decentralization. As a result of which, 28 district governments (now 29), 77 TMAs & 567 UAs have developed basic capacities to plan and then implement their own budgets. Thus, vision of the NRB envisaging decentralization of administrative & financial authority to the local governments, through institutionalization of popular participation, stands vindicated.

2. HISTORY OF PFC AWARDS

So far, four PFC Awards have been pronounced of interim nature and each was for one year. Those Awards were, in fact, simulations of four different fiscal transfers' systems. The information-base generated by those simulations has enabled the Commission to pronounce an Award for three years w.e.f. 1st July 2006.

First PFC Award, for FY 2002-03, was announced at the basis of actual expenditures in districts as reported by the Administrative Departments based at Quetta in the shape of R.E. of FY 2001-02 but the entire grant was released to DGs only and DGs supplied funds further to TMAs & UAs. **Second PFC Award**, for FY 2003-04, can be termed mature as PA was released to DGs and the GST proceeds were transferred for the first time directly to the respective bank-accounts of the local governments (DGs & TMAs) and funds were provided to UAs by respective TMAs. In the **third PFC Award**, for FY 2004-05, UAs got their own bank accounts and FD released funds directly to all local govts: at all the three levels. In the **4th PFC Award** for 2005-06, Fiscal Equalization Grant (Rs 400.000 million), Performance Grants (Rs 551.000 million), GA building funds (Rs 34.756 million) were also transferred to district governments from the Provincial Retained for the first time.

A brief sum-up of the four Awards shows that local govts' share (the Provincial Allocable + GST) gradually increased as % age of the total receipts of Government of Balochistan. Comparison of those %ages is given in the "epilogue" at the end as sub-chapter 6.1 alongwith district govt-wise comparison of shares *inter se* out of the Provincial Allocable through successive Awards as sub-chapter 6.2.

- | | | |
|----|---|-----------------------|
| i) | <u>1st PFC Award (2002-2003)</u> | |
| | Provincial | |
| | Allocable | = Rs.7240.000 Million |
| | GST | = Rs.1600.000 Million |

	Total Share of LGs	=Rs.8840.000 Million
i)	<u>2nd PFC Award (2003-2004)</u>	
	Provincial Allocable	=Rs.6880.694 Million
	GST	=Rs.1632.683 Million
	Total Share of LGs	=Rs.8513.377 Million
iii)	<u>3rd PFC Award (2004-2005)</u>	
	Provincial Allocable	=Rs.8611.100 Million
	GST	=Rs.1782.3000 Million
	Total Share of LGs	=Rs.10393.400 Million
iv)	<u>4th PFC Award (2005-2006)</u>	
	Provincial Allocable	=Rs.9800.000 Million
	GST	=Rs.2268.529 Million
	Total Share of LGs	=Rs.12068.529 Million

3. COMPOSITION OF PFC

As per section 120-D of the BLGO 2001, membership of PFC stands at 10. However, 5th PFC Award is being pronounced at the recommendations of five original PFC members which are on board since inception of present local govts: system. This has been done by invoking section 197 (removal of difficulties) of the BLGO 2001 because of unavoidable circumstances.

Five members of the PFC, who attended the meetings on

June 8th 2006,
&
June 14th 2006

in the committee-room of Finance Department, Block 5 , Civil Secretariat, are mentioned hereunder :-

- | | | |
|----|--|------------------|
| 1. | Finance Minister,
Government of Balochistan. | Chairman |
| 2. | Secretary Finance
Government of Balochistan. | Member/Secretary |
| 3. | Secretary Local Government
Government of Balochistan. | Member |
| 4. | Secretary P&D Department | Member |

Government of Balochistan.

5. Mr. Fateh Khan Khajjak. Professional/Member.

4. TERMS OF REFERENCE OF PFC.

The terms of reference of the Commission are as follows :-

1. To examine receipts and expenditure of the Provincial Government for the last three years and make projections for the next year.
2. To devise formula for distribution of resources between the Province and the local govts: in the following financial year, into two parts to be called as the **Provincial Retained** (PR) and the **Provincial Allocable** (PA) respectively.
3. To suggest shares *inter se* of all local govts:
4. To suggest the percentage to be shared between a District govt: its TMAs and its UAs of the funds allocated to each district for development outlay.
5. Recommendations of the Commission shall be based on the principles of fiscal need, fiscal capacity, fiscal effort and performance.
6. Recommendations of the Commission shall be pronounced in the form of an Award.

5. PFC DELIBERATIONS

5.1) Appraisal of expenditures in local governments.

Finance Secretary placed data before the Commission pertaining to salary and non-salary expenditures of district governments out of account-IV during 2004-05 & 2005-06. Data pertaining to expenditures of TMA's and UA's was not available. He pointed out that release of salaries & contingencies (as per share grants) based on sanctioned strength

created distortions and district govts got sizeable savings on account of vacant posts. That resulted in district govts having Rs.2.7 billion surplus whereas the GOB carried an over draft of Rs.16.5 billion. The Commission opined that the flow of funds should be regulated by releasing salaries based on posted (actual) strength and not on sanctioned strength and that the savings thus produced should be used for improving social services delivery in local govts: besides meeting their non-salary requirements. Then, Secretary P&D Deptt proposed the concept of compartmentalization of A/C IV by the State Bank into salary & non-salary portions. The Commission was also apprised by Secretary Finance that district govts: were not sending their monthly SOEs regularly and on the prescribed format and TMAs & UAs were totally non-responsive. That lapse on part of local govts: not only made ascertainment of fiscal needs of local govts: impossible for FD but also requirements of the ADB-proposed PETS (Public Expenditure Tracking Survey) could not be materialized. On that point also, the Commission was unanimous that releases to defaulting local govts: should be stopped till such time that the requisite information is received. Need was also expressed for developing an MIS of HR covering all local govts: and provincially-run departments & offices.

5.2) Appraisal of revenue – position of provincial government.

From the following data presented by the Finance Secretary, the Commission observed that most of the revenues of Government of Balochistan came as transfers from the Federal Government. Its own revenue base stood at Rs.2501.993 million (6.95% of the Provincial Consolidated Fund / total receipts) as per budget estimates of 2006-07.

(Rs. in million)

	<u>2005-06</u>	<u>2006-07</u>
	<u>RE</u>	<u>BE</u>
Shared taxes	12499.460	13678.810
Direct transfers	9179.260	7872.880
Grants (subventions+2.5% GST+ others)	8095.100	12242.220

Provincial own receipts	2434.118	2501.980
Total (total receipts of Balochistan)	32207.938	36016.890
Less GST (2.5% additional)	2268.529	2787.016
Less property tax payable (UIPT)	38.000	38.000
Less Net Capital Receipts	1351.569	2746.904
Total (net Provincial divisible)	28549.840	30723.970

The Commission was a little satisfied to note that the receipts position of GOB improved by registering a 11.82% increase over 2005-06. However, the Commission observed that the growing overdraft (Rs.16.5 billion to-date), the sizeable amount of debt-servicing (Rs.5.38 billion for 2006-07), the tube-well subsidy (Rs.2 billion for 2006-07) and the *atta* (flour) subsidy (Rs.641 million for 2006-07) reduced the space available to GOB for fiscal maneuvering so much so that the current expenditure (B E 2006-07) would run into deficit by Rs 3.9 billion.

5.3) Calculation of size of the Provincial Allocable. (PA)

Prior to calculating size of the Provincial Allocable, the Commission recommended that the PA should be distributed amongst district governments only (excluding TMAs & UAs) and GST proceeds or 1/6th of sales tax be distributed amongst all DGs, TMAs & UAs as per formula mentioned in sub chapter 5.5 of this Award. While GST released to TMAs & UAs is meant for total salary & non-salary needs, GST to DGs simply fills in gaps left by the Provincial Allocable.

With regard to minimum bench-mark for PA 2006-07, category-wise statement of releases to DGs in 2005-06 (cf. annex-C) was placed before the Commission.

Thereby, Finance Secretary informed the Commission that B.E. and R.E. of the dist govts: share 2005-06 had a big difference of Rs 670.111 million. That was necessitated because of continuous pouring in of complaints from DGs about financial short-fall. Those short-falls were engendered by making total number of posts sanctioned for a DG the sole determinant for share of that DG in the Provincial Allocable. That would have been a fair arrangement if distribution of vacant posts amongst all DGs had been uniform. But that distribution was conspicuously un-even resulting in big savings in DGs having high number of vacant posts and short-falls in DGs with no or few vacant posts. So, hang-over effects of all preceding short-falls of four years cumulatively became Rs 670.111 million in 2005-06. That was how Rs 670.111 million were released as short-fall (SF) by diverting more GST

funds to DGs after applying readjustments in the shares of TMAs & UAs. Those readjustments also made funds available for two newly-created TMAs and 54 newly-created UAs during 2005-06. The Commission observed that of all categories released to DGs in 2005-06, only PA, SF & GST were utilized for foreseeable needs (salaries & office contingencies).

Hence, the Commission decided to have RE of DGs' share for 2005-06 (**Rs.10995.947 million**) as the bench-mark for calculation of size of the PA for 2006-07, that being akin to sec 120-D (1) (a) (i) of the BLGO 2001. Justification for additionality also existed as 15% increase in salaries recently announced by the Federal Government. Over-all effect of 15% increase in basic pay of salaries causes approx 8% increase in take-home salary and salary-component is 88% of the DGs share.

88% salary-component (Rs 9676.433 million) out of the DGs' share RE 2005-06 (Rs 10995.947 million) when enhanced by 8% became Rs 10450.547 million. When 12% non-salary component (Rs 1319.513 million) was added to the enhanced salary-component (10450.547 million + 1319.513 million), Rs 11770.060 million were obtained as allocable for 2006-07. However, the Provincial Allocable for 2006-07 was fixed at **Rs.11500.000 million** by the Commission as more than 10000 vacant posts are still there in all 29 DGs. It was then that the Commission recommended to do away with the hitherto practiced inter-DGs sharing formula based on number of posts in a bid to actualize the same.

The Commission also recommended that although Rs 11500.000 million (BE 2006-07 for PA) is 4.58% higher than Rs 10995.947 million (RE 2005-06 for DGs' share or the bench-mark), the increase between shares of a particular DG in Rs 10995.947 million and in Rs 11500.000 million should be adjusted such that it becomes inversely proportional to the number of vacant posts and balance of A/C IV in that DG. Next sub-chapter 5.4 illustrates this point. Besides deciding fixation of Provincial Allocable for 2006-07 at **Rs.11500.000 million**, the Commission recommended Provincial Allocable for 2007-08 at **Rs.12240.000 million** (8% increase) and the Provincial Allocable for 2008-09 at **Rs.13410.000 million** (8% increase) conforming to prospective revenue-transfers from the divisible-pool of the Fed Govt envisioned in the NFC Award . If salaries are enhanced during the period of 5th PFC Award, corresponding increase in the Provincial Allocable would be added accordingly.

5.4) Calculation of inter-DGs sharing formula

Share of each DG out of Rs.11500.000 million (PA for 2006-07) was calculated on the basis of share of that DG out of Rs.10995.947 million (the bench-mark) as shown below:-

TABLE # 2				
S.No.	A	B	C	D
	District Government	RE of Dist Govts' Share 2005-06 (PA+SF+GST) (Million Rs.) Bench mark	Provincial Allocable 2006-07 (Million Rs.)	% increase of "C" over "B"
1.	Awaran	208.118	205.271	-1.37%
2.	Barkhan	216.319	230.144	6.39%
3.	Bolan	375.577	387.627	3.21%
4.	Chaghi	174.372	159.711	-8.41%
5.	Dera Bugti	338.207	355.243	5.04%
6.	Gawadar	259.123	264.506	2.08%
7.	Jafarabad	512.256	530.958	3.65%
8.	Jhalmagsi	201.831	213.294	5.68%
9.	Kalat	383.073	401.710	4.87%
10.	Kech	609.737	666.564	9.32%
11.	Kharan	231.071	234.596	1.53%
12.	Khuzdar	610.571	626.626	2.63%
13.	Kila Abdullah	317.508	319.988	0.78%
14.	Kila Saifullah	311.663	327.051	4.94%
15.	Kohlu	301.178	325.621	8.12%
16.	Lasbela	464.293	465.060	0.17%
17.	Loralai	499.194	534.401	7.05%
18.	Mastung	383.041	409.390	6.88%
19.	Musakhel	180.207	183.516	1.84%
20.	Nasirabad	283.715	290.230	2.30%
21.	Noshki	300.561	317.203	5.54%
22.	Pishin	656.688	698.129	6.31%
23.	Punjgur	457.523	480.466	5.01%
24.	Quetta	1330.883	1,396.138	4.90%
25.	Sherani	-	-	-
26.	Sibi	572.413	617.940	7.95%
27.	Washuk	179.844	185.088	2.92%
28.	Zhob	414.272	436.462	5.36%
29.	Ziarat	222.709	237.070	6.45%
	TOTAL	10995.947	11,500.000	4.58%

Percentage of share of all DGs individually out of Rs 11500.000 million also determines the inter-DGs sharing formula for 2007-08 and 2008-09 as shown in the table below:-

TABLE # 3			
S.No.	A	B	C
	District Government	Provincial Allocable 2006-07 (Million Rs.)	Inter-DGs Formula
1.	Awaran	205.271	1.785%
2.	Barkhan	230.144	2.001%
3.	Bolan	387.627	3.371%
4.	Chaghi	159.711	1.389%
5.	Dera Bugti	355.243	3.089%
6.	Gawadar	264.506	2.300%
7.	Jafarabad	530.958	4.617%
8.	Jhalmagsi	213.294	1.855%
9.	Kalat	401.710	3.493%
10.	Kech	666.564	5.796%
11.	Kharan	234.596	2.040%
12.	Khuzdar	626.626	5.449%
13.	Kila Abdullah	319.988	2.783%
14.	Kila Saifullah	327.051	2.844%
15.	Kohlu	325.621	2.831%
16.	Lasbela	465.060	4.044%
17.	Loralai	534.401	4.647%
18.	Mastung	409.390	3.560%
19.	Musakhel	183.516	1.596%
20.	Nasirabad	290.230	2.524%
21.	Noshki	317.203	2.758%
22.	Pishin	698.129	6.071%
23.	Punjur	480.466	4.178%
24.	Quetta	1,396.138	12.140%
25.	Sherani	-	0.000%
26.	Sibi	617.940	5.373%
27.	Washuk	185.088	1.609%
28.	Zhob	436.462	3.795%
29.	Ziarat	237.070	2.061%
	TOTAL	11,500.000	100%

The Commission was of the view that decision regarding share of newly-created Sheerani distt should be deferred till such time that distt govt: offices start functioning there.

5.5) Distribution of GST proceeds or 1/6th of sales tax.

After thorough discussions, the Commission agreed to adopt following formula for distribution of GST / 1/6th of sales tax amongst local govts within the period of this Award.

TABLE # 4

	2006-07	2007-08	2008-09
District Governments	24.75 %	24 %	22.5%
Towns MAs (Zarghoon Town & Chiltan Town)	14.85 %	16.5%	17.5%
TMA's	12.38%	12.5 %	12.5 %
Urban Areas Grant for TMA's (based on 1998 population)	19.80%	21%	22.5%
UAs	12.37%	12.5%	12.5%
Vertical Support Grant (VSG) for TMA's & UAs	2.18%	2.1%	2.00%
Payables to Cantt Boards, BLGB & Reserve fund.	13.67%	11.4%	10.5%
Total :-	100%	100%	100%

5.5.1) Shares *inter se* of District Govts.

As 24.75% of **Rs 2787.016 million** (BE of GST 2006-07) becomes Rs 690.000 million, the same was recommended to be distributed amongst all 29 DGs on 75:25 (population: area) basis. When GST allocation of each DG was added to share of that DG in the PA (2006-07), total allocation of that DG was known as per following table.

TABLE # 5				
A	B	C	D	E
District Government	GST 2006-07 million Rs.	PA + GST (million Rs.) 2006-07	PA + SF+GST (million Rs) 2005-06	% increases of "C" over "D"
Awaran	23.976	229.247	208.118	10.15
Barkhan	9.907	240.051	216.319	10.97
Bolan	26.429	414.057	375.577	10.25
Chaghi	30.472	190.183	174.372	9.07
Dera Bugti	19.338	374.581	338.207	10.75
Gawadar	20.899	285.405	259.123	10.14
Jafarabad	35.328	566.285	512.256	10.55
Jhalmagsi	10.461	223.755	201.831	10.86
Kalat	22.035	423.746	383.073	10.62
Kech	43.766	710.329	609.737	16.50
Kharan	16.617	251.214	231.071	8.72
Khuzdar	50.482	677.107	610.571	10.90
Kila Abdullah	30.819	350.808	317.508	10.49
Kila Saifullah	18.649	345.700	311.663	10.92
Kohlu	11.651	337.271	301.178	11.98
Lasbela	32.174	497.235	464.293	7.10

Loralai	24.246	558.647	499.194	11.91
Mastung	15.906	425.296	383.041	11.03
Musakhel	13.412	196.928	180.207	9.28
Nasirabad	21.063	311.293	283.715	9.72
Noshki	10.607	327.809	300.561	9.07
Pishin	32.825	730.954	656.688	11.31
Punjabur	26.839	507.305	457.523	10.88
Quetta	61.214	1,457.352	1330.883	9.50
Sherani	7.929	7.929	-	-
Sibi	18.092	636.032	572.413	11.11
Washuk	23.565	208.652	179.844	16.02
Zhob	23.842	460.303	414.272	11.11
Ziarat	7.458	244.527	222.709	9.80
TOTAL	690.000	12,190.000	10995.947	10.86

5.5.2) Shares *inter se* of Town Administrations of Quetta.

Rs 414.000 million (14.85% of total GST) were recommended to be distributed between Chiltan Town and Zarghoon Town as per following allocations :-

Chiltan Town = Rs 165.600 million (40%)

Zarghoon Town =Rs 248.400 million (60%)

5.5.3) Distribution of GST amongst TMAs.

Following three types of grants were proposed to be distributed amongst TMAs but according to their pre-devolution revenue-earning potentials :-

- *Core Grant of Rs 4.539 million for each of all 77 TMAs*
- *Urban areas Grant to 42 out of 77 TMAs*
- *Vertical Support Grant (VSG) to 10 out of 77 TMAs*

Therefore, distribution-pattern of GST amongst all 77 TMAs is tabulated below:-

TABLE # 6				
TMA	Core Grant (Rs million)	Urban Areas Grant (Rs million)	Vertical Support Grant (Rs million)	Total (Rs million)

			million)	
Pishin				
TMA Pishin	4.539	12.758	6.000	23.298
TMA Karezat	4.539			4.539
TMA Barshor	4.539			4.539
Kila Abdullah				-
TMA Chaman	4.539	31.565		36.104
TMA Gulistan	4.539	-		4.539
TMA Kila Abdullah	4.539	-		4.539
TMA Dobandi	4.539	-		4.539
Nushki				-
TMA Nushki	4.539	13.310	2.000	19.850
Chaghai				-
TMA Dalbandin	4.539	6.641		11.180
TMA Naukundi	4.539	-		4.539
Sibi				-
TMA Sibi	4.539	26.938	0.500	31.977
TMA Harnai	4.539	5.202		9.741
Ziarat				-
TMA Ziarat	4.539	0.353	0.500	5.393
TMA Sanjawi	4.539	-		4.539
Dera Bugti				-
TMA Dera Bugti	4.539	8.612		13.152
TMA Phelawag	4.539	-		4.539
TMA Sui	4.539	-		4.539
Kohlu				-
TMA Kohlu	4.539	5.372		9.911
TMA Mawand	4.539	-		4.539
TMA Kahan	4.539	-		4.539
Lasbela				-
TMA Winder	4.539	6.430		10.970
TMA Gadani	4.539	6.152	4.000	14.691
TMA Uthal	4.539	7.403	1.000	12.942
TMA Bela	4.539	9.285		13.824
TMA Hub	4.539	44.884		49.423
TMA Dureji	4.539	-		4.539
Khuzdar				-
TMA Khuzdar	4.539	40.609		45.149
TMA Zehri	4.539	7.446		11.986
TMA Nal	4.539	-		4.539
TMA Wadh	4.539	7.667		12.206
TMA Moula	4.539	-		4.539
Kalat				-
TMA Kalat	4.539	12.587		17.126
TMA Sorab	4.539	6.196		10.736

Kharan		-		-
TMA Kharan	4.539	15.455		19.994
TMA Maskhail	4.539	-		4.539
TMA Basima	4.539	-		4.539
Washuk		-		-
TMA Washuk	4.539	-		4.539
Mastung		-		-
TMA Mastung	4.539	13.412	2.000	19.951
TMA Kirdgap	4.539	-		4.539
TMA Dasht	4.539	-		4.539
Awaran		-		-
TMA Awaran	4.539	-		4.539
TMA Jal Jhao	4.539			4.539
TMA Mashkai	4.539			4.539
Loralai				
TMA Loralai	4.539	14.145	16.000	34.685
TMA Duki	4.539	2.840	1.500	8.879
Zhob				
TMA Zhob	4.539	21.004		25.544
TMA Kakar Khurasan	4.539			4.539
TMA Sherani	4.539			4.539
Kila Saifullah				
TMA Kila Saifullah	4.539	4.518		9.058
TMA Muslim Bagh	4.539	9.543		14.083
Musa Khel		-		-
TMA Musa Khel	.539	6.441		10.981
Barkhan		-		-
TMA Barkhan	4.539	4.263		8.802
Nasirabad		-		-
TMA D.M.Jamali	4.539	21.360		25.899
TMA Tamboo	4.539			4.539
TMA Chattar	4.539			4.539
Jafarabad		-		-
TMA Jafarabad (Dera Allah Yar)	4.539	21.327		25.866
TMA Usta Mohammad	4.539	21.646	6.000	32.186
TMA Gandakha	4.539	-		4.539
TMA Sohbatpur	4.539	4.561		9.100
Bolan		-		-
TMA Mach	4.539	8.052		12.592
TMA Dhadar	4.539	7.124		11.664
TMA Bhag	4.539	6.770		11.310
TMA Sanni	4.539	-		4.539
TMA Lehri	4.539	-		4.539
Jhal Magsi		-		-
TMA Jhal Magsi	4.539	-		4.539

TMA Gandawa	4.539	4.500		9.040
Turbat (Kech)		-		-
TMA Turbat	4.539	38.129		42.669
TMA Tump	4.539	-		4.539
TMA Buleda	4.539	-		4.539
TMA Dasht	4.539	-		4.539
Gawadar		-		-
TMA Gawadar	4.539	25.023		29.562
TMA Pasni	4.539	16.417		20.957
TMA Ormara	4.539	6.403		10.943
TMA Jiwani	4.539	7.821		12.361
Panjgur		-		-
TMA Panjgur	4.539	11.837		16.376
TMA Gowargo	4.539			4.539
TOTAL	345.000	552.000	39.5	939.700

5.5.4) Distribution of GST amongst UAs

Two types of Grants were recommended to be distributed amongst all UAs

- Core Grant of Rs 0.608 million to each of 567 UAs
- VSG to 17 out of 567 UAs because of strength of employees (as shown below)

District – Union	Core Grant (Rs million)	Vertical Support Grant(Rs million)	Total Share(Rs million)
District Chaghai - Taftan	0.608	7.300	7.908
District Sibi – Sharigh	0.608	1.200	1.808
District Ziarat – Ziarat	0.608	0.600	1.208
District Ziarat – Sanjawi	0.608	2.100	2.708
District Lasbela - Sakran (Hub)	0.608	2.100	2.708
District Lasbela - Sonmiani	0.608	1.500	2.108
District Khuzdar – Nal	0.608	0.250	0.858
District Khuzdar – Abad Karakh	0.608	0.100	0.708
District Kharan - Sotgan	0.608	1.300	1.908
District Mastung - Dasht	0.608	1.600	2.208
District Gawadar - Santsar	0.608	0.300	0.908
District Kharan- Ladgasht	0.608	0.850	1.458
District Awaran - Awaran	0.608	0.150	0.758
District Jafarabad- Sobdarani 2	0.608	0.500	1.108
District Gawadar- Sarbandar	0.608	0.250	0.858

District Gawadar - Pishukan	0.608	0.250	0.858
District Mastung – Kanak	0.608	1.000	1.608
Total	10.336	21.350	31.686

5.6) Development- Financing.

Keeping in view the incessant demands from all local governments, the Commission explored possibilities of development financing. But that meant enhancing the size of the Provincial Allocable which was simply not possible because of exorbitant cost of subsidies on *atta* & tube-wells and of debt-servicing coupled with expenditure on law & order and provincial departments. However, the Commission was of the view that this resource-demand gap can be filled with the ADB-provided Rs.1200 million scheme-specific, performance-oriented incentivizing financial assistance (for 2005-2007) out of which Finance Department would be releasing Rs 600.000 million also in 2006-07 as “**performance grants**”. These conditional grants would also be demonstrative of the ‘funds-follow-function’ principle. Finance Secretary then informed the Commission that funds under the Balochistan Devolved Social Services Programme (BDSSP) would also be reaching soon. Professional member, Mr. Fateh Khan Khajjak, thereby vehemently delved on devolving provincial PSDP. The Commission agreed with that in principle but observed that the same cannot be materialized unless provincial Cabinet takes a clear decision in the matter.

5.7) Improving fiscal space for the local govts

If fiscal space of local government is improved, their capacity to spend on day-to-day contingencies & hence their ability for services-delivery would certainly augment. However, improving fiscal space for the LGs means either enhancing the Provincial Allocable or transferring funds to them from the **Provincial Retained**. Therefore, 50% of GA Building funds (Rs 68.640 million in 2006-07), 70 % of A-1 Roads funds (Rs 68.600 million in 2006-07), 100% of PHE o/m funds (Rs 293.130 million in 2006-07), & 100 % B-WASA funds (Rs 180.000 million in 2006-07) were recommended to be transferred from the **Provincial Retained** to DGs during each year of life-time of this Award. Besides, Rs 200.000 million were also recommended as Fiscal Equalization Grant (FEG) for LGs from the **PR** to iron-out allocative distortions. Inert nature of Urban Immovable Property Tax (UIPT) was also noticed as its RE (2005-06) & BE (2006-07) were same as Rs 38.000 million. Secretary Finance informed the Commission that process to revise & up-date ARV tables has been taken up with concerned departments to make the UIPT a buoyant revenue-

source. It was also observed that distt govts need to be enabled to deposit their revenue-receipts in a/c IV through structural modification of the account. Besides, the Commission agreed with suggestion of Secretary LGRD Department about increasing monthly honoraria of women-councilors of all UAs from Rs.1000/- to Rs.1500/-

6. EPILOGUE.

This Chapter consists of following entries:-

- 6.1) Award-wise tabulated ratios of LGs' share to the PCF.
- 6.2) DG-wise comparison of shares in the PA of successive Awards.
- 6.3) Chart on evolution of fiscal transfers' system.
- 6.4) Allocations of all local govts for 2006-07 calculated by PFC wing of Finance Deptt as per formulae recommended by the Commission.

6.1) Award-wise tabulated ratios of LGs' share to the PCF

TABLE # 8				
A	B	C	D	E
Award	Year	Net fiscal transfers to LGs (PA+GST & others) Rs in million	PCF (Rs in million)	C/D x 100
1 st	2002-03	8840.000	26434.630	33.44 %
2 nd	2003-04	8513.377	24642.521	34.54 %
3 rd	2004-05	10593.400	29820.365	35.52 %
4 th	2005-06	13071.000	32207.938	40.58 %
5 th	2006-07	15707.343	36016.890	43.61 %

The above table mirrors commitment of Government of Balochistan to respond to financial requirements of local governments situated within its territorial limits

6.2) DG-wise comparison of shares in the PA of successive Awards.

TABLE # 9						
	DISTRICTS	1st PFC	2nd PFC	3rd PFC	4th PFC	5th PFC
1)	QUETTA	845.067	783.161	984.294	1121.120	1396.138
2)	LORALAI.	502.540	458.254	421.449	480.200	534.401
3)	KHUZDAR.	421.309	378.782	479.406	545.860	626.626
4)	SIBI.	522.183	347.613	488.086	555.660	617.940
5)	(KECH) TURBAT.	378.856	390.548	509.412	580.160	666.564
6)	NASIRABAD.	495.700	226.512	215.248	245.000	290.230
7)	PISHIN.	379.405	373.415	509.884	580.160	698.129
8)	KILLA ABDULLAH	222.251	185.159	244.115	278.320	319.988
9)	KILLA SAIFULLAH.	171.248	222.590	255.604	291.060	327.051
10)	ZHOB.	263.681	278.255	326.377	371.420	436.462
11)	NUSHKI	322.861	305.916	396.846	286.160	317.203
12)	ZIARAT.	141.214	141.673	170.226	194.040	237.070
13)	KOHLU.	357.969	162.040	230.826	262.640	325.621
14)	MASTUNG.	231.125	249.356	288.749	329.280	409.390
15)	KALAT.	318.614	243.989	285.379	325.360	401.710
16)	PANJGOOR.	268.110	224.242	338.181	385.140	480.466
17)	KHARAN.	231.693	251.756	311.230	166.600	234.596
18)	KACCHI/JHALL MAGSI	211.139	137.683	168.941	192.080	213.294
19)	LASBELLA	333.913	337.292	320.476	364.560	465.060
20)	GAWADUR.	196.491	164.036	195.033	222.450	264.506
21)	DERA BUGTI	262.892	208.210	272.403	310.660	355.243
22)	AWARAN.	161.736	132.316	166.481	189.140	205.271
23)	MUSAKHAIL	*	78.509	126.920	144.060	183.516
24)	BARKHAN	*	120.137	177.547	201.880	230.144
25)	JAFFARABAD	*	268.347	427.820	487.060	530.958
26)	BOLAN	*	255.893	295.167	336.140	387.627
27)	CHAGAI(Dalbandin)	*	*	101.878	165.620	159.711
28)	WASHAK	*	*	*	188.160	185.088
29)	SHERANI	*	*	*	*	*
	Total District Share:-	7240.000	6880.694	8611.100	9800.000	
	* = The district did not exist					

(Excluding GST)

6.3) Chart on evolution of fiscal transfers' system.

Awards	Variety / volume of fiscal transfers' system
1st 2002-03	SG 8840 (M)
2 nd 2003-04	SG 8513 (M)
3 rd 2004-05	SG + FEG 10393.400 (M) 200 (M)

4 th 2005-06	SG _____ + FEG _____ + PG _____ + GAB _____ 12068 (M) 400 (M) 550 (M) 53 (M)
5 th 2006-07	SG _____ + FEG _____ + PG _____ + GAB _____ + PHE _____ + Roads _____ + B- WASA 14287 (M) 200 (M) 600 (M) 68.64 (M) 303.103 (M) 68.6 (M) 180(M)

6.4) Allocations of all local govts for 2006-07 calculated by PFC wing of Finance Deptt as per formulae recommended by the Commission.

S.NO	NAME	BE 2005-06	RE 2005-06	BE 2006-07
1	District Quetta	1125769504	1339192625	1457352000
1	Zarghoon Town, Quetta	186403256	186403256	248400000
1	Union Admn Sharah-e- Iqbal H.No.1	426684	426684	608000
2	Union Admn M.A. Jinnah H.No.2	431918	431918	608000
3	Union Admn Liaquat Bazar H.No.3	512632	512632	608000
4	Union Admn Baldia Dispensary H.No.4	474111	474111	608000
5	Union Admn Patel H.No.5	519304	519304	608000
6	Union Admn Malik Akhtar H.No.6	513766	513766	608000
7	Union Admn Faqir Muhammad H.No.7	520979	520979	608000
8	Union Admn Sardar Essa Khan H.No.8	509739	509739	608000
9	Union Admn Muhammad Ali Shaheed H.No.9	513255	513255	608000
10	Union Admn Zulfiqar Shaheed H.No.10	510167	510167	608000
11	Union Admn Sadiq Shaheed	515958	515958	608000
12	Union Admn Ghalzai H.No.12	507262	507262	608000
13	Union Admn Alamdar H.No.13	515717	515717	608000
14	Union Admn Saidabad H.No.14	501918	501918	608000
15	Union Admn Marriabad H.No.15	509237	509237	608000
16	Union Admn Nasirabad H.No.16	509687	509687	608000
17	Union Admn Killa Kansu H.No.17	519586	519586	608000
18	Union Admn Balochi Street H.No.18	515761	515761	608000
19	Union Admn Samander Khan H.No.19	520030	520030	608000
20	Union Admn Ghafoor Durrani H.No.20	509917	509917	608000
21	Union Admn Barech H.No.21	499258	499258	608000
22	Union Admn Haji Ghabi H.No.22	499811	499811	608000
23	Union Admn Haji Kudus H.No.23	509435	509435	608000
24	Union Admn Afghan H.No.24	507082	507082	608000
25	Union Admn Chaman Phattak H.No.25	510692	510692	608000
26	Union Admn Imdad H.No.26	515723	515723	608000
27	Union Admn Tareen H.No.36	501986	501986	608000
28	Union Admn Kakar H.No.37	511475	511475	608000

29	Union Admn Sirki H.No.38	426681	426681	608000
30	Union Admn Gool Masjid H.No.39	457281	457281	608000
31	Union Admn Mula Salam Road H.No.40	515415	515415	608000
32	Union Admn Pashtoonabad H.No.41	506826	506826	608000
33	Union Admn Industrial Area H.No.48	508267	508267	608000
34	Union Admn Kotwal H.No.49	531137	531137	608000
35	Union Admn Nawa Killi H.No.50	514591	514591	608000
36	Union Admn Sara Gudgai H.No.64	523258	523258	608000
37	Union Admn Hanna H.No.65	461281	461281	608000
2	<i>Chiltan Town, Quetta</i>	<i>104632721</i>	<i>104632721</i>	<i>165600000</i>
38	Union Admn Jaffar Khan Jamali H.No.27	508892	508892	608000
39	Union Admn Forest Nursery H.No.28	506343	506343	608000
40	Union Admn Hudda H.No.29	499993	499993	608000
41	Union Admn Manoo Jan H.No.30	509882	509882	608000
42	Union Admn Deba H.No.31	516612	516612	608000
43	Union Admn Tirkha H.No.32	509882	509882	608000
44	Union Admn Wahdat Colony H.No.33	506492	506492	608000
45	Union Admn Railway Housing Society H.No.34	506492	506492	608000
46	Union Admn Satelite Town H.No.35	517034	517034	608000
47	Union Admn Alam Khan H.No.42	514433	514433	608000
48	Union Admn Shahbo H.No.43	509882	509882	608000
49	Union Admn Killi Ismail H.No.44	513835	513835	608000
50	Union Admn Rajab H.No.45	513349	513349	608000
51	Union Admn Arbab Karam Khan H.No.46	512846	512846	608000
52	Union Admn Killi Shahkain H.No.47	509882	509882	608000
53	Union Admn Sheikh Manda H.No.51	515414	515414	608000
54	Union Admn Sabzal H.No.52	426681	426681	608000
55	Union Admn Pashtoon Bagh H.No.53	507902	507902	608000
56	Union Admn Poodgalli H.No.54	523834	523834	608000
57	Union Admn Chashma Jeo H.No.55	516723	516723	608000
58	Union Admn Ahmed Khanzai H.No.56	505923	505923	608000
59	Union Admn Qambarani H.No.57	513350	513350	608000
60	Union Admn Lore Karaz H.No.58	499993	499993	608000
61	Union Admn Kechibeg H.No.59	469048	469048	608000
62	Union Admn Shadinzai H.No.60	470779	470779	608000
63	Union Admn Kuchlak H.No.61	423417	423417	608000
64	Union Admn Baleli H.No.62	426693	426693	608000
65	Union Admn Aghbarg H.No.63	426681	426681	608000
66	Union Admn Zarkhoo H.No.66	426681	426681	608000
67	Union Admn Panjpai H. No.67	426672	426672	608000
2	District Pishin	654748388	665378388	730954000
3	<i>Tehsil Municipal Administration, Pishin.</i>	<i>18153559</i>	<i>18153559</i>	<i>23298000</i>
68	Union Admn Pishin Bazar	434631	434631	608000
69	Union Admn Muchan	434631	434631	608000
70	Union Admn Bazar Kohna	434631	434631	608000

71	Union Admn Batezai	434631	434631	608000
72	Union Admn Malikyar	434631	434631	608000
73	Union Admn Dab Khanzai	434630	434630	608000
74	Union Admn Karbala	434630	434630	608000
75	Union Admn Malezai	434631	434631	608000
76	Union Admn Saranan	434631	434631	608000
77	Union Admn Ajram Shahdizai	434631	434631	608000
78	Union Admn Alizai	434631	434631	608000
79	Union Admn Gangalzai	434631	434631	608000
80	Union Admn Hajian Shakarzai	434631	434631	608000
81	Union Admn Manzari	434631	434631	608000
82	Union Admn Huramazai	434631	434631	608000
83	Union Admn Manikzai	310400	310400	608000
84	Union Admn Shahdizai	310400	310400	608000
4	Tehsil Municipal Administration, Karezat.	2979929	2979929	4539000
85	Union Admn Yaru	434631	434631	608000
86	Union Admn Bostan	434631	434631	608000
87	Union Admn Khanozai	434631	434631	608000
88	Union Admn Dilsora	434631	434631	608000
89	Union Admn Rod Mullazai	434631	434631	608000
90	Union Admn Lumran (Faizabad)	329800	329800	608000
91	Union Admn Mughtian	329800	329800	608000
92	Union Admn Balozai	329800	329800	608000
93	Union Admn Khoushab	329800	329800	608000
5	Tehsil Municipal Administration, Barshore.	3213929	3213929	4539000
94	Union Admn Kaza Vaila	434631	434631	608000
95	Union Admn Barshore	434631	434631	608000
96	Union Admn Kut	434631	434631	608000
97	Union Admn Mandozai	434631	434631	608000
98	Union Admn Bagh	434631	434631	608000
99	Union Admn Behram	434631	434631	608000
100	Union Admn Ziarat	434630	434630	608000
101	Union Admn Bela	329800	329800	608000
102	Union Admn Kach Hassanzai	329800	329800	608000
103	Union Admn Injani	329800	329800	608000
104	Union Admn Walma	329800	329800	608000
105	Union Concil Gaizai	0	329800	608000
3	District Killa Abdullah	316343774	324343774	350808000
6	Tehsil Municipal Administration, Chaman.	20375467	20375467	36104000
106	Union Admn Bogra	428535	428535	608000
107	Union Admn Eid Gah	428535	428535	608000
108	Union Admn Chaman	428535	428535	608000
109	Union Admn Mehmood Abad	428535	428535	608000

110	Union Admn Purana Chaman	428535	428535	608000
111	Union Admn Roghani	428535	428535	608000
112	Union Admn Roghani-II	329400	329400	608000
113	Union Admn Daman Ashezai	428535	428535	608000
114	Union Admn Daman Miralzai	428535	428535	608000
115	Union Admn Sirki Talri	428535	428535	608000
116	Union Admn Girdi Pinki	428535	428535	608000
7	<i>Tehsil Municipal Administration, Gulistan.</i>	3989829	3989829	4539000
117	Union Admn Gulistan-I	428535	428535	608000
118	Union Admn Gulistan-II	428535	428535	608000
119	Union Admn Segi	428535	428535	608000
120	Union Admn Darozai	428535	428535	608000
121	Union Admn Abdul Rehmanzai	428535	428535	608000
8	<i>Tehsil Municipal Administration, K.Abdullah</i>	36044929	36044929	4539000
122	Union Admn Killa Abdullah-I	392873	392873	608000
123	Union Admn Killa Abdullah-II	392873	392873	608000
124	Union Admn Jani Deh	393354	393354	608000
125	Union Admn Maizai	428535	428535	608000
126	Union Admn Masezai	428535	428535	608000
127	Union Admn Pir Ali Zai	428535	428535	608000
128	Union Admn Habibzai	428535	428535	608000
9	<i>Tehsil Municipal Administration, Dobandi</i>	2649929	2649929	4539000
129	Union Admn Arghbarg	428535	428535	608000
130	Union Admn Jilga	428535	428535	608000
4	District Nushki	297192091	300281091	327809000
10	<i>Tehsil Municipal Administration, Nushki.</i>	11046469	11046469	19850000
131	Union Admn Nushki Bazar	438321	438321	608000
132	Union Admn Nushki	438321	438321	608000
133	Union Admn Mengal	438321	438321	608000
134	Union Admn Badini	438321	438321	608000
135	Union Admn Kashingi	438321	438321	608000
136	Union Admn Anam Bostan	438321	438321	608000
137	Union Admn Dak	438321	438321	608000
138	Union Admn Jamal dini	438321	438321	608000
139	Union Admn Ahmed Wal	438321	438321	608000
140	Union Admn Baghak Mall	438321	438321	608000
5	District Chagai	173567784	173659784	190183000
11	<i>Tehsil Municipal Administration, Dalbandin.</i>	5248723	5248723	11180000
141	Union Admn Dalbandin	438321	438321	608000
142	Union Admn Saddar Dalbandin	438321	438321	608000
143	Union Admn Chilgazai	438321	438321	608000

144	Union Admn Padag	438321	438321	608000
145	Union Admn Amuri	438321	438321	608000
146	Union Admn Ziarat Balanosh	438321	438321	608000
147	Union Admn Chagai	438321	438321	608000
12	<i>Tehsil Municipal Administration, Nokundi.</i>	4013928	4013928	4539000
148	Union Administration, Taftan.	6690231	6690231	7908000
149	Union Administration, Nokundi.	540435	540435	608000
150	Union Admn Juli	116400	116400	608000
6	District Sibi	565024516	571780516	636032000
13	<i>Tehsil Municipal Administration, Sibi.</i>	23269531	23269531	31977000
151	Union Admn Sibi-I.	464067	464067	608000
152	Union Admn Sibi-II	464067	464067	608000
153	Union Admn Sibi-III	464067	464067	608000
154	Union Admn Sibi-IV	464067	464067	608000
155	Union Admn Kurak.	464067	464067	608000
156	Union Admn Marghzani	464067	464067	608000
157	Union Admn Talli	464067	464067	608000
158	Union Admn Mall.	464067	464067	608000
159	Union Admn Babar Kach.	464067	464067	608000
14	<i>Tehsil Municipal Administration, Harnai.</i>	7542955	7542955	9741000
160	Union Admn Harnai	432661	432661	608000
161	Union Admn Saddar Harnai	484067	484067	608000
162	Union Admn Babihan (Spin Tangi)	483267	483267	608000
163	Union Admn Khost	464067	464067	608000
164	Union Admn Nakus	523683	523683	608000
165	Union Admn Shahrigh.	1571969	1571969	1808000
15	<i>Tehsil Municipal Administration, Lehri.</i>	3868297	3868297	4539000
166	Union Admn Lehri.	527389	527389	608000
167	Union Admn Tunia (Bakhtiarabad).	817867	817867	608000
168	Union Admn Their Brahmi	412107	412107	608000
169	Union Admn Tarehar	329800	329800	608000
170	Union Admn Kherwah	329800	329800	608000
171	Union Admn Katbar Shareef (Tunia)	329800	329800	608000
7	District Ziarat	221602341	223102341	244527000
16	<i>Tehsil Municipal Administration, Ziarat.</i>	6274794	6274794	5393000
172	Union Admn Ziarat	1054883	1054883	1208000
173	Union Admn Zandra	447183	447183	608000
174	Union Admn Kawas	447183	447183	608000
175	Union Admn Kach	447183	447183	608000
176	Union Admn Ghoski (Ziarat Town)	447183	447183	608000
17	<i>Tehsil Municipal Administration, Sanjawi</i>	3453929	3453929	4539000
177	Union Admn Saddar Samalan (Sanjawi)	2518331	2518331	2708000
178	Union Admn Choutair	447183	447183	608000

179	Union Admn Baghow	447183	447183	608000
180	Union Admn Poi	434795	434795	608000
181	Union Admn Regorah	490673	490673	608000
8	District Dera Bugti	338208519	340628519	374581000
18	<i>Tehsil Municipal Admn Dera Bugti.</i>	4184807	4184807	13152000
182	Union Admn Saddar Dera Bugti	449229	449229	608000
183	Union Admn Dera Bugti (Rural)	449229	449229	608000
184	Union Admn Sangseela	449229	449229	608000
19	<i>Tehsil Municipal Administration, Phellawag</i>	3187115	3187115	4539000
185	Union Admn Baiker	449229	449229	608000
186	Union Admn Phellawag	449229	449229	608000
187	Union Admn Shum Kalchas	449229	449229	608000
188	Union Admn Lope Sherani	449229	449229	608000
189	Union Admn Patra Sherani	449229	449229	608000
20	<i>Tehsil Municipal Administration, Sui.</i>	3745115	3745115	4539000
190	Union Admn Sui	449229	449229	608000
191	Union Admn Gandoi	449229	449229	608000
192	Union Admn Gulzar	449229	449229	608000
193	Union Admn Loti	449229	449229	608000
9	District Lasbella	448204485	507289485	497235000
21	<i>Tehsil Municipal Administration, Bela.</i>	9122737	9122737	13824000
194	Union Admn Bela	439653	439653	608000
195	Union Admn Welpat Shumali	439653	439653	608000
196	Union Admn Welpat Janubi	439653	439653	608000
197	Union Admn Kathore	439653	439653	608000
198	Union Admn Gadore	439653	439653	608000
22	<i>Tehsil Municipal Administration, Uthal.</i>	11735021	11735021	12942000
199	Union Admn Uthal	439653	439653	608000
200	Union Admn Khenwari	439653	439653	608000
201	Union Admn Wayara	439653	439653	608000
202	Union Admn Lakhra	439653	439653	608000
203	Union Admn Sheh	439653	439653	608000
204	Union Admn Liari	439653	439653	608000
23	<i>Tehsil Municipal Administration, Hub.</i>	27240678	27240678	49423000
205	Union Admn Sakran (Hub)	2434275	2434275	2708000
206	Union Admn Hubco	310400	310400	608000
207	Union Admn Pathra	439653	439653	608000
208	Union Admn Baroot	439653	439653	608000
209	Union Admn Allahabad	439653	439653	608000
210	Union Admn Kanraj	439653	439653	608000
24	<i>Tehsil Municipal Administration, Winder.</i>	4987912	4987912	10970000
211	Union Admn Winder	4987912	4987912	608000
212	Union Administration, Somiani.	4987912	4987912	2108000

25	<i>Tehsil Municipal Administration, Gaddani.</i>	8500042	8500042	14691000
213	Union Admn Gaddani	439653	439653	608000
26	<i>Tehsil Municipal Administration, Dureji.</i>	3583111	3583111	4539000
214	Union Admn Dureji	439653	439653	608000
215	Union Admn Lohi	439653	439653	608000
10	District Khuzdar	608508300	608641300	677107000
27	<i>Tehsil Municipal Administration, Khuzdar.</i>	21261796	21521796	45149000
216	Union Admn Ferozabad	431067	431067	608000
217	Union Admn Gazgi	431067	431067	608000
218	Union Admn Lizo	431067	431067	608000
219	Union Admn Faizabad	431067	431067	608000
220	Union Admn Khand	431067	431067	608000
221	Union Admn Balina Khattan	431067	431067	608000
222	Union Admn Zeriza Khattan	431067	431067	608000
223	Union Admn Zeedi	431067	431067	608000
224	Union Admn Baghbana	431067	431067	608000
225	Union Admn Sasol	431067	431067	608000
226	Union Admn Toottak	431067	431067	608000
227	Union Admn Parko	431067	431067	608000
28	<i>Tehsil Municipal Administration, Zehri.</i>	4412995	4412995	11986000
228	Union Admn Chashma	431067	431067	608000
229	Union Admn Ghat	431067	431067	608000
230	Union Admn Noorgama Zehri	431067	431067	608000
29	<i>Tehsil Municipal Administration, Moula.</i>	3085115	3085115	4539000
231	Union Admn Kharzan (Moola)	431067	431067	608000
232	Union Admn Abad Karkh	571359	571359	708000
233	Union Admn Sun Chakoo	458859	458859	608000
234	Union Admn Manyaloo (Moula)	329800	329800	608000
30	<i>Tehsil Municipal Administration, Wadh.</i>	3993925	3993925	12206000
235	Union Admn Wadh	431067	431067	608000
236	Union Admn Badari	431067	431067	608000
237	Union Admn Waheer	431067	431067	608000
238	Union Admn Loop	431067	431067	608000
239	Union Admn Aranji	431067	431067	608000
240	Union Admn Saroona	431067	431067	608000
241	Union Admn Shah Noorani	431067	431067	608000
242	Union Admn Peshikapper	155200	155200	608000
243	Union Admn Kanjier	431067	431067	608000
31	<i>Tehsil Municipal Administration, Nal</i>	3183925	3183925	4539000
244	Union Administration, Nal	751639	751639	858000
245	Union Admn Durnali	431067	431067	608000
246	Union Admn Hazar Ganji	431067	431067	608000
247	Union Admn Sar Raij	431067	431067	608000

248	Union Admn Goni Gresha	431067	431067	608000
249	Union Admn Ornach	431067	431067	608000
250	Union Admn Killi Alam Khan	431067	431067	608000
11	District Kalat	381694582	381694582	423746000
32	<i>Tehsil Municipal Administration, Kalat</i>	10508430	10508430	17126000
251	Union Admn Sadar Kalat	437769	437769	608000
252	Union Admn Chapar	437769	437769	608000
253	Union Admn Askalko	437769	437769	608000
254	Union Admn Dasht Goran	437769	437769	608000
255	Union Admn Nichara	437769	437769	608000
256	Union Admn Mehmood Gohram	437769	437769	608000
257	Union Admn Zard	437769	437769	608000
258	Union Admn Johan	437769	437769	608000
259	Union Admn Gazg	437769	437769	608000
33	<i>Tehsil Municipal Administration, Sorab.</i>	4833307	4833307	10736000
260	Union Admn Sadar Sorab	437769	437769	608000
261	Union Admn Shana	437769	437769	608000
262	Union Admn Shazadazai	437769	437769	608000
263	Union Admn Marap	437769	437769	608000
264	Union Admn Nighar	437769	437769	608000
265	Union Admn Hatiary	437769	437769	608000
266	Union Admn Toba	437769	437769	608000
267	Union Admn Lakhorian	437769	437769	608000
268	Union Admn Anjira	437768	437768	608000
12	District Kharan	230492798	236947798	251214000
34	<i>Tehsil Municipal Administration, Kharan.</i>	9096695	9096695	19994000
269	Union Admn Jamak	436425	436425	608000
270	Union Admn Joda Kalat	436425	436425	608000
271	Union Admn Sarawan	436425	436425	608000
272	Union Admn Tohmulk	436425	436425	608000
273	Union Admn Raskoh	436425	436425	608000
274	Union Admn North Urban	436425	436425	608000
275	Union Admn South Councils	436425	436425	608000
13	District Washuk	179277830	190736830	208652000
35	<i>Tehsil Municipal Administration, Washuk.</i>	1170000	1170000	4539000
276	Union Admn Shingir	436425	436425	608000
277	Union Admn Palantak	436425	436425	608000
278	Union Admn Soldan	436425	436425	608000
279	Union Admn Garang	436425	436425	608000
280	Union Admn Jangial	436425	436425	608000
36	<i>Tehsil Municipal Administration, Maskel.</i>	3384613	3384613	4539000
281	Union Admn Sotgan	1782423	1782423	1908000

282	Union Admn Ladgasht	1371829	1371829	1458000
37	<i>Tehsil Municipal Administration, Basima.</i>	3073115	3073115	4539000
283	Union Admn Basima	436425	436425	608000
284	Union Admn Nag	436425	436425	608000
14	District Mastung	381738654	403991654	425296000
38	<i>Tehsil Municipal Administration, Mastung.</i>	15757795	15757795	19951000
285	Union Admn Mastung-I	438627	438627	608000
286	Union Admn Mastung-II	458027	458027	608000
287	Union Admn Alizai	329800	329800	608000
288	Union Admn Ghulam Parez (Shereenab)	438627	438627	608000
289	Union Admn Karez Noth	438627	438627	608000
290	Union Admn Sorgaz	438627	438627	608000
291	Union Admn Kanak	685315	685315	1608000
292	Union Admn Sheikh Wasil	438627	438627	608000
293	Union Admn Khad Kocha	438627	438627	608000
39	<i>Municipal Administration, Dasht.</i>	4399111	4399111	4539000
294	Union Council, Dasht Spezand	1927721	1927721	2208000
295	Union Admn Isplingi	438627	438627	608000
40	<i>Tehsil Municipal Administration, Kirdgab</i>	3559111	3559111	4539000
296	Union Admn Kirdgab	438626	438626	608000
297	Union Admn Soro	532526	532526	608000
15	District Awaran	207121742	207121742	229247000
41	<i>Tehsil Municipal Administration, Awaran.</i>	3541115	3541115	4539000
298	Union Admn Awaran	581247	581247	758000
299	Union Admn Teertaj	442479	442479	608000
301	Union Admn Gishkaur	442479	442479	608000
42	<i>Tehsil Municipal Administration, Jhal Jahoo.</i>	2542152	2542152	4539000
302	Union Admn Camp Jahoo	2542152	2542152	608000
303	Union Admn Korak Jahoo	2542152	2542152	608000
43	<i>Tehsil Municipal Administration, Mashkai.</i>	3022152	3022152	4539000
304	Union Admn Gajjar	442479	442479	608000
305	Union Admn Nokajo	442479	442479	608000
306	Union Admn Parwar	442479	442479	608000
16	District Loralai	497548461	549619461	558647000
44	<i>Tehsil Municipal Administration, Loralai.</i>	25285872	25285872	34685000
307	Union Admn Urban Loralai-I	432489	432489	608000
308	Union Admn Urban Loralai-II	432489	432489	608000
309	Union Admn Urban Loralai-III	432489	432489	608000
310	Union Admn Kach Amakzai	432489	432489	608000

311	Union Admn Saddar Bori	432489	432489	608000
312	Union Admn Uryagi	432489	432489	608000
313	Union Admn Poonga	432489	432489	608000
314	Union Admn Lahore	432489	432489	608000
315	Union Admn Cheena Alizai	432489	432489	608000
316	Union Admn Mekhter	432489	432489	608000
317	Union Admn Tore	432489	432489	608000
45	<i>Tehsil Municipal Administration, Duki.</i>	<i>6912949</i>	<i>6912949</i>	<i>8879000</i>
318	Union Admn Urban Duki	432489	432489	608000
319	Union Admn Saddar Duki	432489	432489	608000
320	Union Admn Nasirabad	432489	432489	608000
321	Union Admn Viala Duki	432489	432489	608000
322	Union Admn Wahvi	432489	432489	608000
323	Union Admn Gharbi Luni	432489	432489	608000
324	Union Admn Sharqi Luni	432489	432489	608000
325	Union Admn Lakhi	432489	432489	608000
326	Union Admn Thal	432489	432489	608000
17	District Zhob	412478550	412478550	460303000
46	<i>Tehsil Municipal Admn Zhob.</i>	<i>16907021</i>	<i>16907021</i>	<i>25544000</i>
327	Union Admn Islamyar Zhob	438177	438177	608000
328	Union Admn Babu Muhallah	438177	438177	608000
329	Union Admn Nasirabad	438177	438177	608000
330	Union Admn Gunj Muhallah	438177	438177	608000
331	Union Admn Sambazah	438177	438177	608000
323	Union Admn Sheikhan	438177	438177	608000
333	Union Admn Appozai	438177	438177	608000
334	Union Admn Hassanzai	438177	438177	608000
335	Union Admn Wala Akram	438177	438177	608000
336	Union Admn Laka Band	438177	438177	608000
337	Union Admn Murgha Kibzai	438177	438177	608000
338	Union Admn Babar	438177	438177	608000
339	Union Admn Meena Bazar	438177	438177	608000
340	Union Admn Humza Viala	438177	438177	608000
341	Union Admn Tangsar	438177	438177	608000
342	Union Admn Barakwala	329800	329800	608000
343	Union Admn Badainzai	329800	329800	608000
344	Union Admn Shahbzai	438177	438177	608000
47	<i>Tehsil Municipal Admin. Kakar Khurasan.</i>	<i>2905112</i>	<i>2905112</i>	<i>4539000</i>
345	Union Admn Qamar Din	329800	329800	608000
346	Union Admn Ashewat	582000	582000	608000
347	Union Admn Shaghalu	438177	438177	608000
48	<i>Tehsil Municipal Admn Sherani.</i>	<i>4215926</i>	<i>4215926</i>	<i>4539000</i>
348	Union Admn Mughal Kot	438177	438177	608000
349	Union Admn Ahmedi Derga	438177	438177	608000

350	Union Admn Mani Khawa	438177	438177	608000
351	Union Admn Dahana Sar	438177	438177	608000
352	Union Admn Kapip	438177	438177	608000
353	Union Admn Shin Ghar Hraifal North	438177	438177	608000
354	Union Admn Shin Ghar South	438178	438178	608000
18	District Killa Saifullah	310234121	320644121	345700000
49	<i>Tehsil Municipal Adm. K.Saifullah.</i>	5217655	5217655	9058000
355	Union Admn Town K. Saifullah	439653	439653	608000
356	Union Admn Saddar K. Saifullah	439653	439653	608000
357	Union Admn Akhterzai	439653	439653	608000
358	Union Admn Batozai	439653	439653	608000
359	Union Admn Musaferpure	439653	439653	608000
360	Union Admn Sheren Jogazai	439653	439653	608000
361	Union Admn Badini	439653	439653	608000
362	Union Admn Tabli	439653	439653	608000
50	<i>Tehsil Municipal Adm. Muslim Bagh.</i>	5982205	5982205	14083000
363	Union Admn Town Muslim Bagh	439653	439653	608000
364	Union Admn Sadar Muslim Bagh	439653	439653	608000
365	Union Admn Kan Mehterzai	439653	439653	608000
366	Union Admn Nasai	439653	439653	608000
367	Union Admn Kanchogi	439653	439653	608000
368	Union Admn Loi Band	439653	439653	608000
369	Union Admn Murgha Faqirzai	439653	439653	608000
19	District Barkhan	215494854	221094854	240051000
51	<i>Tehsil Municipal Administration, Barkhan.</i>	4110859	4110859	8802000
370	Union Admn Barkhan	449541	449541	608000
371	Union Admn Sadar Barkhan	449541	449541	608000
372	Union Admn Naharkot	449541	449541	608000
373	Union Admn Chohar Kot	449541	449541	608000
374	Union Admn Eshani	449541	449541	608000
375	Union Admn Baghao	449541	449541	608000
376	Union Admn Rakhni	449541	449541	608000
377	Union Admn Rarkan	449541	449541	608000
20	District Nasirabad.	281960209	287670209	311293000
52	<i>Tehsil Municipal Admin., D.M.Jamali.</i>	10962192	10962192	25899000
378	Union Admn Gharbi D.M. Jamali	437271	437271	608000
379	Union Admn Sherki D. M Jamali	437271	437271	608000
380	Union Admn Manjhooti Gharbi	329800	329800	608000
381	Union Admn Manjhooti	437271	437271	608000
382	Union Admn Bedar	437271	437271	608000
383	Union Admn Jhudair Janobi	437271	482951	608000
384	Union Admn Jhudair Shumali	437271	437271	608000
385	Union Admn Quba Sher Khan	437271	437271	608000
53	<i>Tehsil Municipal Administration, Tamboo</i>	3915929	3915929	4539000

386	Union Admn Manjh Shori	437271	510151	608000
387	Union Admn Gola Wah	437271	507751	608000
388	Union Admn Mir Wah	437271	437271	608000
389	Union Admn Allah Abad	437271	437271	608000
390	Union Admn Kharoos Wah	437271	437271	608000
391	Union Admn Kohang Tamboo	437271	437271	608000
392	Union Admn Ali Abad	437271	437271	608000
393	Union Admn Abdullah Bari	329400	329400	608000
393	Union Admn Baboo Kot	329400	329400	608000
394	Union Admn Fateh Muhammad	329400	329400	608000
395	Union Admn Ghari Rehman	329400	329400	608000
54	<i>Tehsil Municipal Administration, Chattar.</i>	3423930	3423930	4539000
396	Union Admn Chattar (Tehsil)	437271	518503	608000
397	Union Admn Phuleji	437271	437271	608000
398	Union Admn Doulat Ghari	437271	437271	608000
399	Union Admn Shah Pur	437271	437271	608000
400	Union Admn Shori Dharbi	437272	437272	608000
21	District Jafarabad	510779460	524059460	566285000
55	<i>Tehsil Municipal Administration, Jaffarabad.</i>	14500239	14500239	25866000
401	Union Admn Dera Allah Yar-I	434998	434998	608000
402	Union Admn Dera Allah Yar-II	434998	434998	608000
403	Union Admn Dera Allah Yar-III	329400	329400	608000
404	Union Admn Dera Allah Yar-IV	329400	329400	608000
405	Union Admn Hafizabad	434998	434998	608000
406	Union Admn Cattle Farm	434998	434998	608000
407	Union Admn Rojhan	434998	434998	608000
408	Union Admn Samoo	434998	434998	608000
409	Union Admn Band Manik	434998	434998	608000
410	Union Admn Naseerabad	434998	434998	608000
411	Union Admn Chalgari	329400	329400	608000
412	Unon Admn Soorah	329800	329800	608000
413	Union Admn Ramzey Pur	329400	329400	608000
414	Unon Admn Yetghar	329400	329400	608000
415	Union Admn Thul	329400	329400	608000
416	Union Council Roopa	329400	329400	608000
56	<i>Tehsil Municipal Administration, Sohbat pur.</i>	3913478	3913478	9100000
417	Union Admn Noor Pur	396198	396198	608000
418	Union Admn Ghari	434998	434998	608000
419	Union Admn Drighi	434998	434998	608000
420	Union Admn Noze Band	434998	434998	608000
421	Union Admn Khudaidad	434998	434998	608000
422	Union Admn Sadar Sohbat Pur	434998	434998	608000
423	Union Admn Sohbat Pur	434998	434998	608000
424	Union Admn Sunri	434998	434998	608000

425	Union Admn Hamid Pur	434998	434998	608000
426	Union Admn Gandar	434998	434998	608000
57	<i>Tehsil Municipal Admin, Usta Muhammad.</i>	<i>21693861</i>	<i>21693861</i>	<i>32186000</i>
327	Union Admn Usta Muhammad-I	434998	434998	608000
428	Union Admn Usta Muhammad-II	434998	434998	608000
429	Union Admn Usta Muhammad-III	434998	434998	608000
430	Union Admn Usta Muhammad-IV	329400	329400	608000
431	Union Admn Samaji	434998	434998	608000
432	Union Admn Khan Pur	434998	434998	608000
433	Union Admn Qabula	434998	434998	608000
434	Union Admn Piral Abad	434998	434998	608000
435	Union Admn Ali Abad	434998	434998	608000
436	Union Admn Faiz Abad	434998	434998	608000
437	Union Admn Mehrab Pur	434998	434998	608000
438	Union Admn Sobdarani-II	531998	531998	1108000
439	Union Admn Hadeera	329400	329400	608000
58	<i>Tehsil Municipal Administration, Gandakha</i>	<i>850000</i>	<i>850000</i>	<i>4539000</i>
440	Union Admn Gandakha	396198	396198	608000
441	Union Admn Sobdarani	155200	155200	608000
442	Union Admn Sibi Jadid	434998	434998	608000
443	Union Admn Bagh Head	434998	434998	608000
444	Union Admn Nushki Jadid	434998	434998	608000
445	Union Admn Kariya Peri	434998	434998	608000
446	Union Admn Ahmed Abad	582000	582000	608000
22	District Bolan	374240096	374440096	414057000
59	<i>Tehsil Municipal Administration, Mach.</i>	<i>14630626</i>	<i>14630626</i>	<i>12592000</i>
347	Union Admn Mach	448946	448946	608000
448	Union Admn Mach Town.	329400	329400	608000
449	Union Admn Sadar Satakzai	329400	329400	608000
450	Union Admn Kolpur	555553	555553	608000
451	Union Admn Abegum	412107	412107	608000
60	<i>Tehsil Municipal Administration, Dhadar.</i>	<i>7950585</i>	<i>7950585</i>	<i>11664000</i>
452	Union Admn Dhadar	448946	448946	608000
453	Union Admn Mushkaf	448946	448946	608000
454	Union Admn Kot Raisani	448946	448946	608000
455	Union Admn Mathri	486146	486146	608000
456	Union Admn Haji Shahr	707583	707583	608000
457	Union Admn Ghazi	448946	448946	608000
458	Union Admn Gore	329400	329400	608000
459	Union Admn Chandar	448946	448946	608000
61	<i>Tehsil Municipal Administration, Bagh.</i>	<i>6033141</i>	<i>6033141</i>	<i>11310000</i>
460	Union Admn Bhag	448946	448946	608000

461	Union Admn Jalal Khan	448946	448946	608000
462	Union Admn Mehram	448946	448946	608000
463	Union Admn Chalgari	448946	448946	608000
464	Union Admn Noushera	448946	448946	608000
62	<i>Tehsil Municipal Administration, Sanni</i>	3153926	3153926	4539000
465	Union Admn Sanni	511443	511443	608000
466	Union Admn Haftwali	452691	452691	608000
467	Union Admn Shoran	511443	511443	608000
468	Union Admn Easubani	450142	450142	608000
469	Union Admn Kot Misri	329400	329400	608000
470	Union Admn Tando Gulab	329400	329400	608000
471	Union Admn Saleh Abad	329400	329400	608000
472	Union Admn Tunia	763924	763924	608000
473	Union Admn Khattan	475994	475994	608000
23	District Kachi	200860574	201140574	223755000
63	<i>Tehsil Municipal Administration, Jhal Magsi</i>	3843930	3843930	4539000
474	Union Admn Jhal Magsi	617028	617028	608000
475	Union Admn Khanpur (Punjuk)	442479	442479	608000
476	Union Admn Barija	442479	442479	608000
477	Union Admn Kot Magsi	442479	442479	608000
478	Union Admn Hathyari	442479	442479	608000
64	<i>Tehsil Municipal Administration, Gandawa.</i>	3507108	3507108	9040000
479	Union Admn Gandawa	442479	442479	608000
480	Union Admn Khari	442479	442479	608000
481	Union Admn Patri	442479	442479	608000
482	Union Admn Mir Pur	442479	442479	608000
24	District Kech/Turbat	608094967	663175967	710329000
65	<i>Tehsil Municipal Administration, Turbat.</i>	18195818	18195818	42669000
483	Union Admn Aabsar	434297	434297	608000
484	Union Admn Singanisar	434297	434297	608000
485	Union Admn Turbat	434297	434297	608000
486	Union Admn Malikabad	434297	434297	608000
487	Union Admn Koshkalat	434297	434297	608000
488	Union Admn Sarikahn	434297	434297	608000
489	Union Admn Sami	434297	434297	608000
490	Union Admn Shahrak	434297	434297	608000
491	Union Admn Pidrak	434297	434297	608000
492	Union Admn Gokdan	434297	434297	608000
493	Union Admn Ginna	434297	434297	608000
494	Union Admn Kalatuk	434297	434297	608000
495	Union Admn Nodiz	434297	434297	608000
496	Union Admn Nasirabad	434297	434297	608000
497	Union Admn Dandar	434297	434297	608000

498	Union Admn Balore	434297	434297	608000
499	Union Admn Hoshab	434297	434297	608000
66	<i>Tehsil Municipal Administration, Buleda.</i>	3393926	3393926	4539000
500	Union Admn Bit	434297	434297	608000
501	Union Admn Menaz	434297	434297	608000
502	Union Admn Allandoor	434297	434297	608000
503	Union Admn Naag	434297	434297	608000
504	Union Admn Seyahgessi	434297	434297	608000
505	Union Admn Badai	434297	434297	608000
506	Union Admn Drabuli	434297	434297	608000
67	<i>Tehsil Municipal Administration, Tump.</i>	3394534	3394534	4539000
507	Union Admn Tump	434297	434297	608000
508	Union Admn Nazarabad	434297	434297	608000
509	Union Admn Balicha	434297	434297	608000
510	Union Admn Gomazi	434297	434297	608000
511	Union Admn Tagran	434297	434297	608000
512	Union Admn Soro	434297	434297	608000
513	Union Admn Bullo	434297	434297	608000
514	Union Admn Gayab	434297	434297	608000
68	<i>Tehsil Municipal Administration, Dasht.</i>	3520686	3520686	4539000
515	Union Admn Kuddan	434297	434297	608000
516	Union Admn Koncheti	434297	434297	608000
517	Union Admn Zarainbug	434297	434297	608000
518	Union Admn Kombail	434297	434297	608000
519	Union Admn Balnegore	434297	434297	608000
520	Union Admn Darachko	434297	434297	608000
25	District Gawadar	258022019	266306019	285405000
69	<i>Tehsil Municipal Administration, Gawadar.</i>	12609210	12609210	29562000
521	Union Admn Gawadur Northern	444657	444657	608000
522	Union Admn Central Gawadur	444657	444657	608000
523	Union Admn Gawadur Southern	444657	444657	608000
524	Union Admn Surbandar	757857	757857	858000
525	Union Admn Pishukan	653457	653457	858000
70	<i>Tehsil Municipal Administration, Pasni</i>	7460437	7460437	20957000
526	Union Admn Pasni Northern	444657	444657	608000
527	Union Admn Pasni Sourthern	444657	444657	608000
528	Union Admn Kallag	444657	444657	608000
529	Union Admn Nalaint	444657	444657	608000
71	<i>Tehsil Municipal Administration, Jiwani.</i>	3760675	3760675	12361000
530	Union Admn Jiwani	552377	552377	608000
531	Union Admn Suntsar	738182	738182	908000
72	<i>Tehsil Municipal Administration, Ormara.</i>	4415755	4415755	10943000
532	Union Admn Ormara	444657	444657	608000

533	Union Admn Hud	444656	444656	608000
26	District Panjgur	455237805	459587805	507305000
73	<i>Tehsil Municipal Administration, Panjgur.</i>	7007366	7007366	16376000
534	Union Admn Chitkan	433783	433783	608000
535	Union Admn Khudabadan (East)	433783	433783	608000
536	Union Admn Khudabadan (West)	433783	433783	608000
537	Union Admn Washbood	433783	433783	608000
538	Union Admn Gramkan	433783	433783	608000
539	Union Admn Sare Kalat Tasp	433783	433783	608000
540	Union Admn Tasp	433783	433783	608000
541	Union Admn Kallag	433783	433783	608000
542	Union Admn Issai	433783	433783	608000
543	Union Admn Bonistan	433783	433783	608000
543	Union Admn Sordo	433783	433783	608000
74	<i>Tehsil Municipal Administration, Gowargo.</i>	3303930	3303930	4539000
544	Union Admn Parome	433783	433783	608000
545	Union Admn Kohbun	433783	433783	608000
546	Union Admn Keel Kaur	433783	433783	608000
547	Union Admn Dasht Shahbaz	433783	433783	608000
548	Union Admn Gichk	433783	433783	608000
27	District Musakhail	179887078	180407078	196928000
75	<i>Tehsil Municipal Administration, Musakhail</i>	3027492	3027492	10981000
549	Union Admn Sadar Musakhail (Urban)	440907	440907	608000
550	Union Admn Ghuryasa	440907	440907	608000
551	Union Admn Zam	440907	440907	608000
552	Union Admn Sura Khawa	440907	440907	608000
553	Union Admn Toisar	440907	440907	608000
554	Union Admn Drug	440907	440907	608000
555	Union Admn Ghar Wandi	440907	440907	608000
556	Union Admn Wah Hassan Khail	440907	440907	608000
557	Union Admn Kawan	435295	435295	608000
558	Union Admn Kingri	434593	434593	608000
28	District Kohlu	299773593	320259593	337271000
76	<i>Tehsil Municipal Administration, Kohlu</i>	2965115	2965115	9911000
559	Union Admn Kohlu Sadar	601648	601648	608000
560	Union Admn Karam Khan Shaher	442479	442479	608000
561	Union Admn Buzza	442479	442479	608000
562	Union Admn Uryani	442479	442479	608000
77	<i>Tehsil Municipal Administration, Mawand</i>	2965115	2965115	4539000
563	Union Admn Mawand	442479	442479	608000
564	Union Admn Sufaid	442479	442479	608000

78	<i>Tehsil Municipal Administration, Kahan</i>	3289116	3289116	4539000
565	Union Admn Nisao	442479	442479	608000
566	Union Admn Kahan	442479	442479	608000
	BLG Board.	31052400	31052400	31052000
	BLG Pension Fund	5000000	5000000	0
	Cantonment Board Loralai	540676	540676	541000
	Cantonment Board Zhob.	469992	469992	470000
	Cantonment Board Quetta.	24600000	24600000	24600000
	LG Reserve Fund (with Finance Department)	123015562	0	331708000
	Grand Total	12068000000	12467411631	14287016000

Note:- RE (2005-06) from pp 25 to 41 (of above sub chap 6.4) includes also special additional grants released from time to time because of unforeseen exigencies (e.g. GA bulding, medical reimbursements etc).

7. RECOMMENDATIONS' RECAP

Recommendations of the Commission are summarized as:-

- (i) Life of 5th PFC Award shall be three years w.e.f. July 1st 2006 to June 30th 2009 and size of the Provincial Allocable shall be Rs 11.50 billion for 2006-07, Rs 12.42 billion for 2007-08 & Rs 13.41 billion for 2008-09.
- (ii) Monthly share of a local govt for any month would only be released if SOE from that local govt for the preceding month is duly received in FD as correct determination of their fiscal need is not possible otherwise.
- (iii) Inter-DGs sharing formula for PA of 2007-08 & 2008-09 shall be based on individual shares of DGs in the PA of 2006-07 as calculated in Table -3 of this Award.
- (iv) For all years, GST proceeds (1/6th of sales tax) shall be distributed amongst LGs as per formula shown as Table -4 of this Award.
- (v) Following funds are recommended to be transferred to LGs from the **Provincial Retained** during period of this Award (2006-09) in a bid to improve fiscal space for local govts :-

Category	%age	Amount in 2006-07 (Rs in million)
PHE(o/m)	100	293.130
B-WASA	100	180.000
A-1 Roads	70	68.600
GA Building	50	68.640
FEG	Block alloc	200.000

- (vi) Rs 600.000 million shall also be released to DGs from the **Provincial Retained** as Performance Grants during the 1st year (2006-07) of this Award.
- (vii) Distt govts: should be enabled to deposit their OSRs in A/c IV through structural modifications of the account and placing of OSRs by DCOs in private bank accounts be stopped forthwith.
- (viii) An MIS of HR & stock covering provincial and all local govts: should be developed so that pilferages in the govt: exchequer of any sort are brought to a naught.
- (ix) Honoraria of women-councilor in all UAs is recommended to be enhanced from Rs.1000/- to 1500/-.
- (x) Monthly releases to local govts should be adjusted to the revenue-transfers from the Dederal Government.
- (xi) The UIPT base should be broadened and receipts should be transferred to local govts from where it is collected.
- (xii) TMAs are also recommended for Performance Grants as the same is being released to District Governments.

All figures in Million Rupees)

Annex-A

RELEASES' POSITION (CATEGORY-WISE) TO DISTRICT GOVERNMENTS FOR THE YEAR 2003-04							
S.No.	DISTRICTS	ALLOCABLE	GST	15% Inc.	Addl:	OTHER transferrs/d evol/dev:	G.Total
1	QUETTA	687.864	15.458	81.59	102.174	10.595	897.681
2	LORALAI.	427.037	9.27	30.91	37.087	6.644	510.948
3	KHUZDAR.	352.975	23.365	36.31	21.539	9.081	443.27
4	SIBI.	323.923	6.223	38.24	91.088	8.966	468.44
5	(KECH) TURBAT.	363.944	15.927	41.94	72.877	10.262	504.95
6	NASIRABAD.	211.082	5.866	20.67	5.796	6.803	250.217
7	PISHIN.	347.974	9.095	40.39	63.853	8.625	469.937
8	KILLA ABDULLAH	172.544	9.355	18.75	24.647	7.956	233.252
9	KILLA SAIFULLAH.	207.423	7.423	19.87	5.697	6.567	246.98
10	ZHOB.	259.298	11.223	25.82	28.275	7.294	331.91
11	CHAGAI	285.074	22.027	29.56	17.962	9.016	363.639
12	ZIARAT.	132.019	1.436	13.600	16.663	4.981	168.699
13	KOHLU.	150.998	4.601	19.620	24.406	5.269	204.894
14	MASTUNG.	232.373	5.236	22.440	36.381	6.112	302.542
15	KALAT.	220.739	6.888	33.080	6.243	8.14	275.09
16	PANJGOOR.	208.967	10.402	28.200	56.889	8.118	312.576
17	KHARAN.	234.618	21.031	23.85	14.414	7.601	301.514
18	KACCHI/JHALL MAGSI	128.298	3.094	12.7	7.61	9.429	161.131
19	LASBELLA	314.308	10.505	32.6	24.166	8.382	389.961
20	GAWADUR.	152.865	8.88	15.36	6.608	6.958	190.671
21	DERA BUGTI	194.016	7.1	21.44	22.382	6.604	251.542
22	AWARAN.	123.297	9.955	13.07	4.504	6.052	156.878
23	MUSAKHAIL	73.19	4.589	10.28	30.827	11.002	129.888
24	BARKHAN	111.959	3.23	3.9	24.195	10.838	154.122
25	JAFFARABAD	250.063	8.918	35.56	137.765	6.535	438.841
26	BOLAN	233.456	8.383	24.99	26.685	7.622	301.136
	Total District Share:-	6400.304	249.48	694.74	910.733	205.452	8460.709

(All figures in Million Rupees)

Annex-B

RELEASES POSITION (CATEGORY-WISE) TO DISTRICT GOVERNMENTS FOR THE YEAR 2004-05						
S.No.	DISTRICTS	ALLOCABLE	GST	Addl.	OTHERS	G.Total
1	QUETTA	984.294	10.539	7.89	1.944	1004.667
2	LORALAI.	421.449	6.318	0.041	0.972	428.78
3	KHUZDAR.	479.406	15.939	3.08	0.972	499.397
4	SIBI.	488.086	4.248	43.227	0.972	536.533
5	(KECH) TURBAT.	509.412	10.863	27.05	1.749	549.074
6	NASIRABAD.	215.248	3.996	-	0.583	219.827

7	PISHIN.	509.884	6.201	3.273	1.361	520.719
8	KILLA ABDULLAH	244.115	6.381	3.083	0.972	254.551
9	KILLA SAIFULLAH.	255.604	5.067	10.905	0.583	272.159
10	ZHOB.	326.377	7.659	30.000	0.778	364.814
11	NUSHKI	299.968	10.06	-	-	310.028
12	ZIARAT.	170.226	0.981	0.262	0.389	171.858
13	KOHLU.	230.826	3.141	0.100	0.389	234.456
14	MASTUNG.	288.749	3.573	3.776	0.778	296.876
15	KALAT.	285.379	4.698	15.000	1.166	306.243
16	PANJGOOR.	338.181	7.101	21.129	0.972	367.383
17	KHARAN.	311.23	14.346	3.000	0.778	329.354
18	KACCHI/JHALL MAGSI	168.941	2.106	2.000	0.389	173.436
19	LASBELLA	320.476	7.164	29.06	0.972	357.672
20	GAWADUR.	195.033	6.057	0.217	0.778	202.085
21	DERA BUGTI	272.403	4.842	4.178	0.972	282.395
22	AWARAN.	166.481	6.786	-	0.389	173.656
23	MUSAKHAIL	126.920	3.132	-	0.389	130.441
24	BARKHAN	177.547	2.205	0.407	0.389	180.548
25	JAFFARABAD	427.82	6.084	-	1.166	435.07
26	BOLAN	295.167	5.715	-	0.972	301.854
27	CHAGAI(Dalbandin)	96.878	4.970	8.000	-	109.848
	Total District Share:-	8606.1	170.172	215.663	21.774	9013.709

(All figures in Million Rupees)

Annex-C

RELEASES POSITION (CATEGORY-WISE) TO DISTRICT GOVERNMENTS FOR THE YEAR 2005-06								
S.#	DISTRICTS	Allocable	Shortfall	GA Build	FEG	OTHE RS	GST	TOTAL
1.	QUETTA	1119.109	200.022	3.222	16.449	9.508	11.752	1360.062
2.	LORALAI.	467.902	25.682	1.092	52.071	0.010	5.610	552.367
3.	KHUZDAR.	537.068	69.148	2.943	0.133	2.523	4.355	616.170
4.	SIBI.	546.866	19.364	3.291	5.150	4.214	6.183	585.068
5.	(KECH) TURBAT.	541.324	64.106	1.914	56.375	4.271	4.307	672.297
6.	NASIRABAD.	240.698	37.426	1.000	5.710	2.517	5.591	292.942
7.	PISHIN.	571.388	81.236	1.000	10.630	8.216	4.064	676.534
8.	KILLA ABDULLAH	273.83	40.770	2.945	8.000	4.904	2.908	333.357
9.	KILLA SAIFULLAH.	286.228	22.31	1.000	10.41	10.749	3.125	333.822
10.	ZHOB.	346.6	45.512	1.658	-	1.393	22.160	417.323
11.	NUSHKI	281.888	13.346	2.942	0.089	1.350	5.327	304.942
12.	ZIARAT.	190.746	26.828	2.782	1.500	1.129	5.135	228.12

13.	KOHLU.	255.798	42.082	2.715	10.243	-	3.298	314.136
14.	MASTUNG.	324.028	55.08	1.092	23.59	6.200	3.933	413.923
15.	KALAT.	320.098	58.248	1.675	-	3.021	4.727	387.769
16.	PANJGOOR.	379.378	74.106	1.489	3.000	2.238	4.039	464.25
17.	KHARAN.	166.89	60.9	1.889	6.812	2.238	3.281	242.01
18.	KACCHI/ JHALL MAGSI	188.79	10.62	2.128	0.280	1.321	2.421	205.56
19.	LASBELLA	358.306	100.045	1.000	59.439	2.230	5.942	526.962
20.	GAWADUR.	218.756	36.626	1.868	8.284	-	3.741	269.275
21.	DERA BUGTI	306.094	28.732	1.000	2.420	0.752	3.381	342.379
22.	AWARAN.	185.946	19.902	1.397	-	1.883	2.270	211.398
23.	MUSAKHAIL	141.792	34.470	1.000	0.520	4.726	3.945	186.453
24.	BARKHAN	198.878	15.382	1.930	5.600	5.125	2.059	228.974
25.	AFFARABAD	479.424	26.934	2.943	13.28	15.838	5.898	544.317
26.	BOLAN	330.656	39.482	2.036	1.700	1.582	5.439	380.895
27.	CHAGAI (Dalbandin)	162.984	9.088	1.092	0.092	2.032	2.300	177.588
28.	WASHAK	177.374	2.470	2.060	11.459	-	-	193.363
Total District Share:-		9598.839	1259.917	53.103	313.236	99.97	137.191	11462.256

SECTION-11

**PROVINCIAL FINANCE
COMMITTEE (PFC)
(609 - 610)**

NOTIFICATION

The competent authority is pleased to constitute a Standing Provincial Finance Committee (SPFC) in Balochistan consisting of the following:

- | | | |
|----|---|----------|
| 1. | Finance Minister | Chairman |
| 2. | Addl: Chief Secretary (Dev:) Balochistan | Member |
| 3. | Finance Secretary Balochistan | Member |
| 4. | Accountant General Balochistan | Member |
| 5. | Mr. S.R Poonigar | Member |
| 6. | Mr. Kamal Hassan Siddiqui
Hassan and Company Rustom Jee Lane,
M.A Jinnah Road Quetta. | Member |
| 7. | Syed Zaheer Ali
Balochistan Chamber of Commerce &
Industry, Zarghoon Road Quetta. | Member |

2. The standing Provincial Finance Committee (SPFCE) shall consider and make recommendations with regard to the following:-

- i. Expenditure requirements of Provincial and District Governments in view of reallocation of functions and responsibilities as envisage in the Devolution Plan.
- ii. One time costs of transition under the Devolution Plan as well as medium term (3 to 5 years) projections of expenditures at the Provincial and District level.
- iii. The quantum and formula of Provincial transfers to District Governments within the available resources;
- iv. Correcting inter-district disparities through Provincial grants and allocation of funds under foreign aided projects;
- v. Devolving such Provincial taxes and can be levied and collected at the local level;
- vi. Rationalizing the rates and improving the administration of Local Government user charges;
- vii. Throw-forward of ongoing projects;
- viii. Institutional arrangements and capacity building for financial management, accounting and auditing system at District level;
- ix. Devising and enforcing a mechanism for setting parameters to achieve fiscal discipline at Provincial and District level and to ensure consistency in maintaining an appropriate fiscal balance at the consolidated level.

NOTIFICATION

The Government of Balochistan is pleased to constitute Provincial Finance Committee (PFC) in Balochistan consisting of the following:

1.	Finance Minister	Chairman
2.	Addl: Chief Secretary (Dev:) Balochistan	Member
3.	Finance Secretary Balochistan	Member
4.	Secretary Local Government Department	Member
5.	Mr. Fateh Khan Khajjak Retd Federal Secy:	Member
6.	District Nazim Mastung	Member
7.	District Nazim Killa Saifullah	Member
8.	District Nazim Lasbella	Member

TERMS OF REFERENCE

1. To examine Receipts and Expenditure of the Provincial Government for the last three years and make projections for the next year.
2. To devise formulae for distribution of resources between Province and districts in the next financial year to be called as Provincial Retained Amount and the Provincial Allocable Amount respectively.
3. To suggest distribution of Provincial Allocable Amount between various districts.
4. To suggested the percentage to be shared between Districts, Tehsils and Unions of the funds allocated by the each district for development outlay.
5. The recommendations of the Commission shall be based on the principles of fiscal need, fiscal capacity, fiscal effort and performance.
6. The Commission shall make its recommendations on the above in the form of an Award indicating the percentage of resources shared between the Province and the Districts and each District from out of Provincial Allocable Amount.

NOTIFICATION

The Government of Balochistan under Section 120-A of Balochistan Local Government Ordinance 2001 is pleased to constitute Provincial Finance Committee (PFC) in Balochistan consisting of the following:

1.	Finance Minister	Chairman
2.	Secretary Local Government Department	Member
3.	Finance Secretary Balochistan	Member/Secy:
4.	Secretary P&D Department	Member
5.	Mr. Kamal Khan District Nazim Lasbella	Member
6.	Mr. Abdul Qahar Wadhan Nazim Zarghoon Town Quetta	Member
7.	Mr. Hafeez Jamali, Union Council Rojhan Jamali Distt: Jaffarabad	Member
8.	Malik Naeem Ahmed, Ex-Finance Minister	Member
9.	Mr. Ghulam Muhammad Taj	Member
10.	Mr. Muhammad Ali Jomezai Chamber of Commerce	Member

2. The terms of reference of the Commission defined in Section-120 D of Balochistan Local Government ordinance 2001, shall be as follows:-

1. The function, duties and power of the Finance Commission shall be to make recommendations to the Governor for
 - a. formula for distribution of resources including-
 - i) Distribution between the Government and the Local Governments out of the proceeds of the Provincial Consolidated Fund into a Provincial Retained Amount and a Provincial Allocable Amount respectively. Provide that in no case shall the Provincial Allocable Amount be so determined that it is less than the funds transferred to local governments in the financial year 2001-2002 and the establishment charges budgeted for the functions of Local Governments in the same year, excluding transfers in lieu of Octroi and Zila Taxes. Provided further that all the monies received by the Government in lieu of Octroi and Zila Taxes shall be added to the Provincial Allocable Amount separately; and
 - i) distribution of the Provincial Allocable Amount amongst the District Governments, Tehsil and Town Municipal Administrations and the Union Administrations as shares;

- b. the making of grant, in aid by the Government to the Local Governments from the Provincial Retained Amount, and
 - a. any other matter relating to finance for and of the Local Government referred to the Finance Commission by the Governor, or the Government, or by a Local Government.
2. The recommendations shall be based on the principles of fiscal need, fiscal capacity, fiscal effort and performance.
3. Before finalization of the recommendations under sub-section (I) the Finance Commission shall hold consultations with the relevant Departments of the Government, Local Government and in the discretion of the Finance Commission, with any other body or persons and this process may carry on during the currency of an Order made by the Governor under sub-section (5) of this Section.
4. The Finance Commission shall forward the provisional recommendations prepared under sub-section (1) to the Cabinet, which shall provide its view within two weeks falling which the Finance Commission shall make its recommendations to the Governor.
5. The Finance Commission may review the recommendations on receiving the view of the Cabinet if any, and on finalization of its recommendations shall forward them to the Governor.
6. As soon as may be after receiving the recommendations of the Finance Commission the Governor shall by Order specify in accordance with the recommendations of the Finance Commission under clause (a) of sub-section (1) the Provincial Retained Amount and the Provincial Allocable Amount, and in turn the shares inter se of the Local Governments and that share shall be paid directly to the Local Government concerned promptly in accordance with the laid down procedure;
7. The Governor may, by also make grants in aid of the revenues of the Local Government in need of assistance and such grants shall be an additional charged expenditure upon the Provincial Consolidated Fund after deduction of Provincial Allocable Amount.

SECTION-12

PUBLIC ACCOUNTS COMMITTEE
(615 - 616)

NOTIFICATION

In pursuance of the proclamation of the 5th day of July, 1977 read with clause (1) of Article 2 of 1977 the Governor of Balochistan is pleased to constitute an Ad-hoc Public Accounts Committee in Balochistan consisting of the following:-

- | | | |
|----|-----------------------------|-----------|
| 1. | Mr. Sher Zaman Khan, | Chairman. |
| 2. | Haji Abdul Haque Tareen, | Member |
| 3. | Mr. Khushid Marker, | Member |
| 4. | Mir Mohammad Nawaz Bijarani | Member |
2. The functions of the Ad-hoc Public Accounts Committee shall be as indicated hereunder:-
- i. The Committee shall deal with the Appropriation Accounts of the Provincial government and the report of the Auditor-General thereon and such other matters as the Finance Department, Balochistan may refer to the Committee.
 - ii. In scrutinizing the Appropriation Accounts of the Provincial Government and the report of the Auditor-General thereon, it shall be the duty of the Ad-hoc Committee on Public Accounts to satisfy itself:-
 - a. That the moneys shown in the accounts as having been disbursed were legally available for, and applicable to the service or purpose to which they have been applied or charged;
 - b. That the expenditure conforms to the authority which governs it; and
 - c. That every re-appropriation has been made in accordance with such rules as may be prescribed by the Government.
 - iii. It shall also be the duty of the Ad-hoc Committee on the Public Accounts:-
 - a. To examine the statements of accounts showing the income and expenditure of State Corporations, Trading and Manufacturing Schemes, concerns and projects together with the balance sheets and statements of profit and loss accounts which the Governor may have required to be prepared or are prepared under the provisions of the statutory rules regulating the financing of a particular Corporation a trading concern or project and the report of the Auditor General made to the Governor thereon;
 - b. To examine the statement of Accounts showing the income and expenditure of autonomous and semi autonomous bodies the audit of which may be conducted by the Auditor General of Pakistan under the direction of the Governor or under a statute; and

- c. To consider the report of the Auditor General in cases where the Governor may have required him to conduct the audit of any receipt or to examine the accounts of stores and stocks.

3. The Provincial Assembly Secretariat will function as the Secretariat of the Ad-hoc Public Accounts Committee, and Secretary, Provincial Assembly shall convene meetings of the Ad-hoc Public Accounts Committee, issue minutes of such meetings, pursue the directives of the Committee, compile / issue the final report and shall carry on all allied business of the Committee.

No.FD(PFC) 1-2/78-79 Dated 10th April, 1979

NOTIFICATION

The Governor of Balochistan has been pleased to allow a lump sum amount of Rs.2500/- per *mensem* to Chairman and Rs.1500/- per *mensem* to the Members of the Ad-hoc Public Accounts Committee constituted vide this Department's notification No.FD(PAC)1-2/78 dated 10th April, 1979 in lieu of the expenditure which they may have to incur in connection with their work as Chairman and members of the Balochistan Ad-hoc Public Accounts Committee.

No.FD(R) V-2/79-PAC Dated 4th June, 1979

Subject: **PUBLIC ACCOUNTS COMMITTEE MEETING.**

1. Attention of the Administrative Department is invited to this department's Notification NO.FD(PAC)1-2/78-79 dated 10th April, 1979 wherein the functions of the Public Accounts Committee have been indicated. Despite the specific functions listed in para 2 of the said notification, by convention the Public Accounts Committee has very wide latitude in dealing with cases involving financial loss to Government. Where Public Accounts Committee has prima facie evidence that loss could have been prevented through due diligence and exercise of prudence, it can ask the Government to take action against the Government servant involved. By the same token the P.A.C can question Government's decision in having promoted an office whose conduct at the time of promotion may not have been above board.

2. This has been issued with the concurrence of the Secretary Finance.

U.O.No.FD(R) V-2/79. Dated 19th December, 1979

Subject: **OBSERVATIONS OF AD-HOC PUBLIC ACCOUNTS COMMITTEE.**

The Ad-hoc Public Accounts Committee had submitted a report to the Governor/MLA Balochistan pointing out certain financial irregularities prevailing in various departments. These are explained as under:-

- a. It was observed that the tendency of making expenditure without the sanctions by the competent authority is at large as a result of which Government had to sustain heavy losses.
- b. The recoveries of cost of supplies or services rendered were not made by certain departments.
- c. Huge amount on account of Abiana and the Taccavi loans was outstanding against Zamindars and effective measures were not taken by the authorities to recover the amount.
- d. The contractors and suppliers were authorized payments without recovery of Income at source.
- e. Some departments had demanded additional funds but incurred expenditure over and above the authorized allotment without awaiting for sanction by the competent authority. In some cases the additional funds demanded were either not utilized or utilized in parts and the balance so provided were lapsed. The C&W, I&P, Public Health and the Agriculture Departments had surrendered funds during past in the absence of savings or in excess of the amount of savings. It was merely due to the fact that proper attention was not paid by the concerned departments in estimating the expenditure.

2. With a view to check up the irregularities pointed out above, it is requested that due vigilance may kindly be paid in future to avoid recurrence of financial irregularities.

No.FD(PAC)1-2/85/1355-1445. Dated 28th April, 1985

Subject: **TERMS AND CONDITIONS OF CHAIRMAN, PUBLIC ACCOUNTS COMMITTEE.**

Attention is invited to Rule 160 to Rule 162 of the Provincial Assembly of Balochistan Rules of Procedure and Conduct of Business 1974, which contain rules regulating the constitution of the Public Accounts Committee and its function etc; No other terms and conditions of Chairman Public Accounts Committee exist.

No.FD(R)V-2/90 Vol: I/1874. Dated 3rd April. 1991

NOTIFICATION

The Governor of Balochistan is pleased to constituted an Ad-hoc Public Accounts Committee in Balochistan consisting of the following:-

- | | | |
|----|------------------------------------|----------|
| 1. | Minister for Finance | Chairman |
| 2. | Chief Secretary | Member |
| 3. | Senior Member Board of Revenue | Member |
| 4. | Finance Secretary | Member |
| 5. | Secretary of the Respective Deptt: | Member |

2. The functions of the Ad-hoc Public Accounts Committee shall be as indicated hereunder:

- i. The Committee shall deal with the Audit Reports of the Provincial Government and the report of the Auditor General thereon and such other matters as the Finance Department, Balochistan may refer to the Committee.
- ii. In scrutinizing the Audit Reports of the Provincial Government and the report of the Auditor General thereon. It shall be the duty of the Ad-hoc Committee on Public Accounts to satisfy itself:-
 - a. That the moneys shown in the accounts as having been disbursed were legally available for the applicable to, the services or purpose to which they have been applied or charged.
 - b. That the expenditure conforms to the authority which governs it; and

- c. That every re-appropriation has been made in accordance with such rules as may be prescribed by the Government.

iii. It shall be the duty of the Ad-hoc Committee on the Public Accounts:-

- a. To examine the statement of accounts showing the income and expenditure of State Corporations, Trading and Manufacturing Schemes, concerns and Projects together with the balance-sheets and statements of profit and loss accounts which the Governor may have required to be prepared or are prepared under the provisions of the statutory rules regulating the financing of a particular Corporation, a trading concern or project and the report of the Auditor General made to the Governor thereon;
- b. To examine the statement of Accounts showing the income and expenditure of autonomous and semi autonomous bodies the audit of which may be conducted by the Auditor General of Pakistan under the direction of the Governor or under a statute; and
- c. To consider the report of the Auditor General in cases where the Governor may have required him to conduct the audit of any receipt to examine the accounts of stores and stocks.

3. The Secretary SGA&ID will act as Secretary of the Committee. The Secretary SGA&ID shall convene meeting of the Ad-hoc Public Accounts Committee, issue minutes of such meetings, pursue the directives of the Committee, compile/issue the final report and shall carry on all allied business of the Committee.

No.FD.SO(Recon:II-19/2000/1742-1881. Dated 19th August, 2000

NOTIFICATION

In partial modification of this Department's Notification No.FD(Recon:) II-19/2000/1742-1881 dated 19th August, 2000 the following shall be substituted against para 1 and para 3 of the said notification.

(I) Para-I The Ad-hoc Public Accounts Committee in Balochistan may consist of the following:-

1.	Minister for Finance	Chairman
2.	Chief Secretary	Member
3.	Senior Member Board of Revenue	Member
4.	Finance Secretary	Member
5.	Secretary Provincial Assembly	Member

(II) Para-3 shall be substituted as under:-

The Secretary Provincial Assembly will acts as Secretary of the Committee. The Secretary Provincial Assembly will convene meeting of the Ad-hoc Public Committee, issue minutes of such meeting, pursue the directives of the committee, compile/issue the final report and shall carry on all allied business of the committee.

SECTION-13

PURCHASES
(623 - 624)

Subject:- **PURCHASE OF OFFICE EQUIPMENTS FROM CONTINGENCIES.**

It has been decided that purchase of offices equipments, such as furniture, typewriters, Durries, Carpets, Almaras etc, etc, should not be made from the contingencies by all the offices in Balochistan will further orders. The offices which are in need of such articles may please submit their requirements to the Chairman, Abolition Committee (Secretary Finance Department, Government of Balochistan) who will arrange to supply from the surplus stock of the defunct offices. These instructions may kindly be observed strictly.

NO.FD.(R) X-25/72. Dated Quetta, the 19th August, 1972.

NOTIFICATION.

In partial modification of circular letter No. 0114/14/A dated 10th October 1977, the Martial Law Administrative/Governor Balochistan is pleased to order that in future Administrative Departments shall seek prior permission of Chief Secretary for the purchase of furniture and office equipment instead of the Martial Law Administrative Zone'D'/Governor Balochistan. The Administrative Secretaries may submit the cases directly to the Chief Secretary without routing these through the Finance Department except in case of items which are not provided in the sanctioned budget and which are "novel"

No. FD (R) VI-2/79-EM. Dated Quetta, the 24th June, 1979

Subject:- **GRANT OF ADVANCES TO GOVERNMENT AGENCIES LIKE PAK PWD PRINTING CORPORATION OF PAKISTAN PRESS AND SMALL INDUSTRIES CORPORATIONS ETC.WHO ARE REQUIRED TO EXECUTE CERTAIN JOBS FOR MINISTRIES/DIVISION AND DEPARTMENTS ETC.**

In this Province all the Departments are required to purchase furniture from Small Industries Department(Trans Enterprises) and no advance is paid for the purpose and payment for the purchased furniture is made through bill system by the Departments concerned.

NO. FD (R) III-2/Ind:/82-2866. Dated Quetta, the 12th August, 1982

Subject :- **DECENTRALIZATION OF PURCHASE PROCEDURE.**

The Government of Balochistan has directed that purchase procedure in Balochistan should be decentralized and each Department shall ensure full responsibility for its own purchases. The Supplies Wing of the Directorate of Industries stands abolished with immediate effect. The Department should take over the new functions with immediate effect. In order to ensure a smooth switch over to the new system the following decisions have been taken :-

1. The new Purchase Manual will become effective on switching over to the new system.
2. The Departments shall develop a suitable methodology based on the provisions of the Purchase Manual to ensure the timely and orderly completion of the procurement action. The Departments may get various forms printed the samples of the various forms for purchase etc, are given in the Manual.
3. All Departments shall make arrangement for the transfer of record of old and current supply cases relating to them including Court cases from the Supply Wing of the Directorate of Industries.
4. Under the new decentralization arrangements each department shall act as Registration Authority for registration of firms dealing in stores to be purchased by them. However, registration status of the firms as on the approval list of the Directorate of Industries shall remain in tact till such time as the *bonafides* of the firms are reviewed by the departments themselves at the time of renewal of registration in the next year.
5. Under the new procedure the Administrative Secretary will be entrusted with the responsibility of store relating to their departments. The Administrative Secretary will be the chief purchase office. He shall act as purchasing and inspecting agency on all matters connected with the purchase of stores required by the various indenting offices under their control.

6. For purpose of store common to all departments the Additional Chief Secretary (Dev:) Shall be responsible for performance of the functions of an Administrative Secretary.

7. Purchase cases shall be examined by a standing purchase committee comprising of the Following :-

1. Administrative Secretary concerned. Convener.
2. Head of the Department or Deputy Secretary.
3. Representative of Finance Department.
4. Indenter concerned.

The committee shall not meet without participation of the representative of Finance Department.

1. The minutes of the meeting duly signed by the members shall be appended alongwith the bill for payment.

NO. FD. (PUR)VI-2/85/4389. Dated Quetta, the 19th September, 1985.

Subject :- **PURCHASE OF DURABLE GOODS BY ADMINISTRATIVE DEPARTMENT.**

In supersession of all previous orders relating to the Purchase of indents by specially situated committee, it has been decided that henceforth, purchase will be made through the Standing Purchase Committee as per provision of para 102 of the Purchase Manual irrespective of the nature of indents, without exception. All specially situated continued Purchase Committees stand dissolved with immediate effect.

NO. FD (SR-II)17/86/2243-2340. Dated Quetta, the 23rd April, 1991.

NOTIFICATION.

Pursuant of the decision to utilize the capacity of the (i) Trans Balochistan Enterprises, Sirki Road Quetta and (ii) Wood Work Centre, Sibi, the Government of Balochistan, is pleased to constitute comprising of the following to assess whether the

Government agencies may be allowed to place their official furniture orders elsewhere:-

- | | | |
|----|---|-------------------|
| 1. | Secretary Industries | Chairman. |
| 2. | Deputy Secretary Finance | Member. |
| 3. | Director Small Industries | Member. |
| 4. | Resident Manager Trans Balochistan QTa. | Member. |
| 5. | Secretary of the Admn: Department. | Member/Secretary. |

2. Henceforth all cases for placing of furniture orders elsewhere by the Provincial Government Departments shall be examined by the said Committee and no furniture from private firms shall be purchased without approval of the said Committee.

3. The Accountant General, Balochistan shall not pass furniture bills of Provincial Government Departments in favour of private parties unless the above mentioned committee has accorded prior approval for placing orders of furniture with companies other than the Wood Work Centers, of the Small Industries Directorate, as specified in para-1 above.

No. SO-II(IND)11-41/81/Vol-1/3831-114. Dated Quetta, the 13th August, 1991.

Subject :- **DEPARTMENTAL PURCHASE COMMITTEE/PURCHASE PROCEDURE**

The "Balochistan Purchase Manual "provides for constitution of Standing Purchase Committee (Para-102 ibid) to examine indents of which value exceeds Rs. 3 Millions as under:-

- | | |
|--|-------------------|
| 1. Administrative Secretary | Convener. |
| 2. Sr. Purchase Officer | Member/Secretary. |
| 3. A representative of the Finance department not below
The rank of Deputy Secretary. | |
| 4. Indenter concerned. | |

2. However, through interpretation of a letter of 19th September, 1985, the Finance Department participates in every meeting of Purchase Committees of every Department irrespective of the amount.

3. It has been decided that in accordance with the letter and spirit of the purchase Manual, following procedures shall be adhered to:-

- a) All purchases to be made through tenders if the value exceeds Rs. 10,000/-
- b) Finance Department shall be represented at the level of deputy secretary or above on the Standing Purchase Committee of Administrative Department if the value of the purchase

NO. FD (SR-II)36/POR/4183-4283. Dated Quetta, the 31st December, 1992.

Subject :- **AMENDMENT IN THE PURCHASE CEILING.**

Reference No.FD(SR-II)36/POR/4183-4283, dated the 31st December, 1992 of his department regarding purchase procedure and to say that is has been decided by the Competent Authority top revise Monetary limits of Tender system (i.e. Open Tender Limited Tender and Single Tender) with immediate effect as under :-

S.NO.	Kind of Tender	Existing Monetary Limits.	Revised Monetary Limits.
1.	Open Tender	Rs. 10,000/- or over.	Rs. 25,000/- or over.
2.	Limited Tender	Less than Rs. 10,000/-	Less than Rs. 25,000/-
3.	Single Tender	Rs. 500/-	Rs. 2,500/-

Other conditions contained in the said circular shall confine to remain operation till further orders.

No. FD (MIC):II-8/2001/VOL-IV/1997-2107 Dated Quetta, the 21st November, 2001

Subject :- **CONSTITUTION OF COMMITTEE FOR TENDER OPENING.**

That consequent upon the decentralization of purchase system Administrative Secretaries to Government of Balochistan, have been appointed as Chief Purchase Officers and entrusted with the responsibility of purchasing store of their department. The Chief Purchase Officer shall appoint two senior Officers of his department to act as Technical and Senior Officer Purchase. The Chief Officer purchase shall also constitute Department

Standing Committee. Cases where indent value exceeds the limit of Rs. 30, 00,000/- (Rupees three million only) shall be examined by a Standing Purchase Committee comprising of the following:-

- | | | |
|----|--|-------------------|
| 1. | Administrative Secretary concerned. | (Convener) |
| 2. | Senior Purchase Officer | Member/Secretary. |
| 3. | A representative of Finance
Department not below the rank
of Deputy Secretary. | Member |
| 4. | Indenter concerned. | |

2. Attention is also invited to this Department's letter NO.FD(Pur)VI-2/85/4389, dated 19th September, 1985, which contains the decision of the Government in the matter and copy of Purchase Manual forwarded to you. It has been noticed that the provision of Purchase Manual is not being followed by Department.

3. It is requested that provision of Purchase Manual may kindly be followed in letter and spirit.

NO. FD (MISC:II-8/200/2195-96. Dated Quetta, the 1st November, 2003.

Subject :- **DECENTRALIZATION OF PURCHASE PROCEDURE.**

The Government of Balochistan has decentralized the purchase procedure in the year 1985 and copies of the **Balochistan Purchase Manual** were supplied to each department vide Finance Department's circular No.FD(PUR)VI-2/85/4389 dated 19th September, 1985. It has been noticed that most of the departments are not following the provision of purchase manual while making purchase for the stores of their respective departments. Some of the departments have constituted their Purchase Committee in contradiction of the provision of Purchase Manual. Under Purchase Manual the

Administrative Secretaries have been entrusted with the responsibility of purchasing stores relating of their departments in their capacity as **Chief Purchase Officer**. They shall:-

- i) Act as purchasing and Inspection agency on all matter connected with purchase of store required by the various indenting officers under their control.
- ii) Prevent as far as possible purchase of stores from outside Pakistan if goods of suitable quality are available within the country thereby conserving foreign exchange.
- iii) Arrange laboratory test analysis etc required to be carried but in connection with the Procurement of store.
- iv) Ensure that the specific sanction for procurement of store(S) are duly generalized and Standardized in accordance with the provision of para-5 of the Purchase Manual.

2. The Additional Chief Secretary(Dev:) shall be responsible for the performance of above mentioned functions in respect of stores common to all departments in his capacity as Principal Purchase Officer.

- a. Vetting of specifications given in the indent.
- b. Technical scrutiny of offers.
- c. Inspection of stores when required.

Senior Purchase Officer shall develop suitable methodology to ensure timely and orderly completion of procurement action Senior Purchase Office shall designate as Purchase Officer as many officers of his department, as deems necessary. He shall particularly observe that.

- i. A proper and updated record is kept of all indents received. A number should be allotted to each incoming indent and details of items indented and their estimated value should be shown for facility of future reference. Amendments, if any in the indents and their ultimate disposal should also be indicated.
- ii. Items of similar nature demanded through various indents are grouped to enable bulk purchase and avoid duplication of advertisement cost.
- iii. The indents shall be carefully examined and checked to see whether complete particulars/specifications forming the basis of tender enquiry are given in the indents, correspondence of necessary for purpose of seeking clarifications or to get the missing details should be fairly repaid and backed with strict follow up measures.

iv. The indent progress sheet as per Performa at Annexure-IV of the purchase manual complete in all respect and continuously should appear in the indent/contract file.

v. An Indent Register as per Performa at Annexure-V of the Purchase Manual is maintained to keep a close watch on the progress of indents including those where contracts have not been placed.

3. Vetting of specification, Mode of Purchase, i.e tender enquiry, single tender enquiry. Limited tender enquiry, selected tender enquiry, emergency purchase/supply procedure, procurement action anticipation of formal indent, return of indents of petty value, tender enquires, fixation of period for which firms should be required to keep their offer open, blank tenders general principal of entering into contracts, monitoring progress of contracts. Registration of firms cases to be referred to Finance Department and Forms/Annexure etc have been explained with minute details in the Purchase Manual.

4. Cases where indent value exceeds the limit of Rs. 30,00 Lacs shall be examined by a standing purchase committee comprising of the following :-

- i. Administrative Secretary concerned (Convener)
- ii. Senior Purchase Officer Member/Secretary
- iii. A representative of Finance Department
not below the rank of
Deputy Secretary.
- iv. Indenter concerned.

5. It is requested that while making purchase of store of the departments the provisions of Balochistan Purchase Manual may kindly be followed in letter and spirit.

Subject :- **ENHANCEMENT OF THE TENDER PRICE REGISTRATION AND RENEWAL FEES OF THE FIRMS.**

The competent authority has been pleased to enhance the tender price with immediate effect as under:-

<u>VALUE OF INDENT TENDER PRICE.</u>	<u>EXISTING TENDER PRICE.</u>	<u>PROPOSED</u>
1. Up to Rs. 50.000/-	Rs. 25.00/-	Rs 100/-
2. Above Rs. 50.000/- to Rs.100.000/-	Rs. 50.00/-	Rs. 200/-
3. Above Rs. 100.000/-to Rs.200.000/-	Rs. 75.00/-	Rs. 250/-
4. Above Rs. 200.000/- to Rs.500.000/-	Rs. 100.00/-	Rs. 500/-
5. Above Rs.500.000/0 to Rs.1500.000/-	Rs. 300.00/-	Rs. 1.000/-
6.Above Rs. 1500-000/-	Rs. 500.00/-	Rs. 3.000/-

2. The competent authority has further been pleased to enhance the Registration fees of the firms from Rs. 1.000/- to Rs. 5.000/- and renewal fees of the firms from Rs. 250/- to Rs. 1.000/- with immediate effect other condition/procedure with regard to tendering process and registration and renewal of the firms shall remain the same as provided in the Balochistan Purchase Manual.

NO.FD.SO (MISC:) II-80/2004/43-200. Dated Quetta, the 7th March, 2005

Subject :- **PURCHASE OF LIVE ANIMALS/POULTRY BIRDS THROUGH CONSTITUTION OF COMMITTEE FROM THE OPEN MARKET.**

The Balochistan Purchase Manual prescribes detailed procedure for procurement of goods. It amply covers procurement of all variety of goods. The Manual simply envisages providing guide/lines for making optimum utilization of the scarce.

2 It is a fact that procurement of animals through process of foliation of tenders tender on the basis of lowest bids shall be a very cumbersome exercise and could not produce the desired results. Moreover, in accordance with the note(1) given under para-2 (ix)chapter 1

the provisions of the Manual are not applicable in cases where :-

- i) Power to make purchase of specific stores have been delegated to the agencies/Officers at the lower tire of a Government Department through special instructions issued by the Government from time to time.
- ii) Where purchase are made by officers under the local purchase powers delegated to them.

3. It would be in order to point out that when Purchase Committees for the purpose have already been reflected in the Project Documents and approved by the appropriate competent forums such as PDWP,CDWP and RCNEC there seems no reason to rely on the instructions contained in the Balochistan Purchase Manual.

4. The Finance Department is not in favor of adherence to the instructions contained in the Manual of instructions regarding contingent expenditure in Balochistan framed in 1931 under the authority of the then Agent to the Governor General and Chief Commissioner in Balochistan on the ground that the said Manual without having been issued under any Provincial authority/Law and Federal Law does not enjoy the required sanctity. Moreover these instructions cannot be complied with in toto.

5. The Finance Department supports purchase of Live animals and birds from the open market by constituting Purchase Committee as reflected in the Project Documents.

CHAPTER-III

SECTION-1

RE-APPROPRIATION OF FUNDS
(435 - 436)

Subject:- **RE-APPROPRIATION OF FUNDS UNDER THE CONSTITUTION OF THE ISLAMIC REPUBLIC OF PAKISTAN**

In supersession of all instructions issued by this department from time to time the following fresh instructions, relating to the re-appropriation funds are issued in the light of the provision of the Constitution of the Islamic Republic of Pakistan:-

- (i) No re-appropriation will be made from one grant to another
- (ii) No re-appropriation will be made from the funds allocated for a particular year after the expiry of that financial year
- (iii) Re-appropriation will not be made between funds authorized for expenditure charged upon the Provincial Consolidated fund and other expenditure.
- (iv) No re-appropriation will be made to meet expenditure not sanctioned by an authority competent to sanction it. (If the authority sanctioning re-appropriation of funds for a particular purpose is authorized to sanction expenditure for that purpose its orders of re-appropriation will operate as sanction for such expenditure also).
- (v) Re-appropriation will not be made to meet expenditure for purposes not contemplated in the schedule for authorized expenditure pertaining to a particular financial year. If funds for meeting such expenditure are available under the relevant grant, appropriation to meet such expenditure may be made but only after a token sum has been authorized through a supplementary grant.
- (vi) No re-appropriation will be made to meet expenditure for a purpose the allotment for which was specifically reduced or refused at the time of the budget S.N.E meetings

2. The following general instructions may be noted in this connection by all Administrative Departments and officers of Category-I mentioned in the first schedule to the West Pakistan Delegation of Powers, under the Financial Reels and powers of Re-appropriation Rules 1962:-

- (a) Re-appropriations should not involve the undertaking of a recurring liability.
- (b) Re-appropriations will not be made from lump-sum budgetary provisions, if any.
- (c) No authority subordinate to the one which reduced an allocation will increase such reduced allocation by means of re-appropriation

- (d) No re-appropriation will be made to or from the primary units of appropriation "Basic pay of Officers" and "Basic payoff other Staff".
- (e) Re-appropriation will not be made from and to the provisions for secret service expenditure
- (f) Re-appropriation will not be made so as to divert the provision for specified new items to " other" purposes
- (g) Re-appropriation will not be made so as to convert the proviso specifically made for expenditure in foreign exchange into expenditure in local currency
- (h) No re-appropriation will be made from the subhead "Surrenders or Withdrawals" within a gratin.
- (i) No re-appropriation will be made from a unit with the intention of restoring the diverted appropriation to that unit when savings become available under other units later in the financial year
- (j) No re-appropriation will be made from the budget provisions specifically made for meeting the charges on account of T.A, POL telephones, Electricity gas.

3. Keeping in view the instructions laid down in paras 1 & 2 stationery & Printing, Administrative Departments and Officers of Category-I mentioned in the first schedule to the West Pakistan Delegation of Powers, under the financial Rules and Powers of Re-appropriation Rules, 1962 may make re-appropriation within the following minor objects:-

- (i) Regular allowances;
- (ii) Other allowances & hon: (excluding T.A)
- (iii) Repairs & maintenance of durable goods & works' and
- (iv) Commodities and services except for the items mentioned in para 2 (j)

4. While issuing orders of re-appropriation, the Administrative Department and Officers of Category-I should furnish a certificate to the Audit specifying that:-

- (a) the expenditure to be met by re-appropriation from the relevant minor and detailed objects was not foreseen at the time of budget preparation;
- (b) the expenditure could not be reduced or postponed to the next year;

Subject :- **RE-APPROPRIATION OF FUNDS WEST PAKISTAN DELEGATION OF POWERS UNDER THE FINANCIAL RULES AND THE POWERS OF RE-APPROPRIATION RULES, 1962.**

The Finance Department's circular No. B1-3 (21)/61 (Volume II) dated 25th February, 1964, on the above subject and to invite reference to Finance Department notification No. SO (FR)-II-13-205/63 dated 2nd February, 1963 whereby conditions (2) and (4) incorporated against serial 5 Part I powers common to all departments do not apply to the cases of creation of posts, covered by Seri 1 No. 1 of the Schedule. The Administrative Departments and officers in category I are permitted thus to make re-appropriation from the lump sum provision made under one minor head to another under the same major head to meet charges in connection with temporary establishment whether such charges are on account of pay/other allowances, traveling allowance (fixed or ordinary) or even contingencies, such as purchase of additional office furniture, if necessary. The power to make such re-appropriation is not restricted in any way so long as the provision is utilized in connection with the employment of such temporary staff. However, order to satisfy the Audit Officer concerned that the re-appropriation out of the lump sum provisions are made in accordance with the spirit of Delegation Orders, the heads of the attached departments or other officers in Category I, should invariably record the following certificate below the order sanctioning re-appropriation from the lump sum provisions.

“Certified that the funds re-appropriated from the lump sum provision under the primary unit “Pay of Officers” and/or “Pay of Establishment” of the minor head to the primary units of other minor heads are meant for meeting the expenditure necessitated by the employment of the temporary staff sanctioned during the course of the year”.

No. SO.AA-II-3(52)64-1188/94 dated 28th August, 1964.

Subject :- **RE APPROPRIATION OF FUNDS.**

In supersession of the instructions contained in the Finance Department's letter No.B-1-3(21)/61. (Vol.II), dated the 25th February,1964, and paras 14.3 to 14.7 Chapter 14 of the Punjab Budget Manual, Fifth Edition, following fresh instructions relating to the re-

appropriation of funds are issued :-

- (1). No re-appropriation will be made from one Grant to another (This restriction, however, will not apply to the transfer of funds from the grant for “Contingency Item” to other Grants).
- (2). No re-appropriation will be made from the funds allocated for a particular financial year after the expiry of that financial year.
- (3). Re-appropriation will not be made between funds authorized for –
 - (i). expenditure charged upon Provincial Consolidated Fund and expenditure that is not so charged, and
 - (ii). new expenditure granted by the Provincial Assembly and other expenditure deemed to have been granted by provincial Assembly.
- (4). No re-appropriation will be made to meet expenditure not sanctioned by an authority competent to sanction it. If the authority sanctioning re-appropriation of funds for a particular purpose is authorized to sanction expenditure for that purpose, its order of re-appropriation will operate as sanction for such expenditure also.
- (5). Re-appropriation will not be made to meet expenditure on purposes of contemplated in the schedule o Authorized Expenditure pertaining to a particular financial year. If funds to met such expenditure are available under the relevant grant, re-appropriation to meet such expenditure may be made but only, after a token sum has been allocated out of the Contingency Item, or authorized through a Supplementary Grant.
- (6). No re-appropriation will be made to meet expenditure for a purpose, the allotment for which was specifically reduced or refused by the Provincial Assembly.
- (7). Re-appropriation from and to, funds authorized for expenditure on projects can be made within the confines of a Grant subject to the restrictions mentioned in items 1 to 6 of this para keeping in view the following points :-
 - (i). Expenditure on a new project, not provided for in the Schedule of Authorized Expenditure cannot be met wholly by re-appropriation o savings. In such a case, where it is proposed to meet expenditure by re-appropriation, at least, a token provision will be obtained either by allocation from the Contingency Item or by means of a Supplementary grant.
 - (ii). Expenditure on a project in a financial year, subsequent to the year or series of years the expenditure for which was earlier approved, will be regarded as non – recurring and new expenditure and will require regularization in the manner laid down in sub-para (1) of this para in case the expenditure in question has not been included in the

“Schedule of Authorized Expenditure for the year. In other words, if for instance, a project expenditure passed for five financial years, was approved by the Provincial Assembly but the project was not completed in five years and expenditure has to be incurred thereon in the sixth financial year also then the expenditure in the sixth financial year is not provided for the Schedule of Authorized Expenditure for that year, will be treated as new expenditure and will require regularization in the manner stated in sub-para(i) of this para; that is, it can be met wholly or partly by re-appropriation only if a least a token provision is obtained by allocation from the Contingency Item or by means of a Supplementary Grant.”

2. The Administrative Departments and Officers in Category I mentioned in the first Schedule to the West Pakistan Delegation of Powers under the Financial Rules and the Powers of Re-appropriation Rules, 1962 can sanction re-appropriation of funds subject to the following conditions as well as those mentioned in para 1;-

- (i) Re-appropriation will not involve undertaking of recurring liability.
- (ii) Re-appropriation will not be made out of lump sum provision.
- (iii) No authority subordinate to the one which reduced an allocation will increase such reduced allocation by means of re-appropriation.
- (iv) No re-appropriation “Pay of Officers” and Pay of Establishment”
- (v) Re-appropriation will not be made from and to the provisions for secret service expenditure.
- (vi) Re-appropriation will not be made so as to divert the provision for specified new items to other purposes.
- (vii) Re-appropriation will not be made so as to covert the provision specifically made for expenditure in foreign exchange into expenditure in local currency.
- (viii) No re-appropriation will be made from the sub-head “Surrenders or Withdrawals within the Grant”

- (ix) No re-appropriation will be made from a unit with intention of restoring the diverted appropriation to that unit when savings become available under other units later in the financial year.
- (x) In the case of expenditure on works :-
- (a) no re-appropriation will be made to meet any expenditure which is likely to involve further outlay in a future financial year;
 - (b) No re-appropriation will be made from or to the units "Major Works" Minor Works" and "Repairs" or "Maintenance and Repairs.
 - (c) No re-appropriation will be made from the allotment for a new original major work to any other work or item or vice versa; and
 - (d) Re-appropriation can be made from an original major work in progress only to a work or works of the same category.
- (xi) In the case of development schemes :-
- (a) Re-appropriation will not be made except for approved schemes and
 - (b) The approved cost of the scheme will not be exceeded by re-appropriation.

3. Necessary amendments will be made in the Punjab Budget Manual (Fifth Edition) and the West Pakistan Delegation of Powers under the Financial Rules and Powers of Re-appropriation Rules 1962, in due course.

NO. B-1-3(21)61 (Vol II) Dated 12th July, 1969

Subject:- **RE-APPROPRIATION OF FUNDS.**

INSTRUCTIONS regarding re-appropriation of fund were issued in the Finance Department's letter No.BI-3(21)61(Vol.II), dated 12th July, 1969, Sometimes inquiries are made by Departments asking for elucidation and clarification. The following

implication is, therefore, issued for their information and guidance.

3. Re-appropriation means transfer of savings from a particular unit of appropriation to meet additional expenditure anticipated under another such unit. The two basic things which must be considered before undertaking re-appropriation of funds are:-

- (a) whether there are clear savings under the unit from which funds are proposed to be re-appropriated; and
- (b) whether the additional expenditure under the unit to which re-appropriation is proposed is justified.

Regarding (a) it is pointed out that re-appropriation can be made only when it is known definitely or anticipated with a fair degree of certainty that the provision under the unit of appropriation from which funds are proposed to be diverted, will not be utilized in full, and that savings would be available at least to the extent of the amount proposed to be re-appropriated. Re-appropriation cannot be made from a unit with the intension of restoring the diverted appropriation to that unit when savings become available under other units, later in the financial year, or by getting allocation from the Contingency Items, in the course of the financial year. Regarding (b), it is emphasized that the mere fact that savings are available, or are likely to be available under one unit, is no ground for re-appropriating it for another unit. The competent authority should sanction the re-appropriation only when, as a result of his examination it is found that the additional expenditure is fully justified; and that its absence will or is likely to, cause serious inconvenience or serious loss or damage.

3. Re-appropriation will be made by Administrative Departments and Officers in Category I mentioned in the First Schedule to the West Pakistan Delegation of Powers under the Finance Rules and the Powers of Re-appropriation Rules, 1962 subject to the restrictions mentioned in the following paras.

4. (a) The main unit of classification of expenditure is the major head of account. Examples of major head are "7-Land Revenue", "10-Forests"; 25-General Administration, etc. According to the system at present adopted by the West Pakistan Government, a Grant covers the estimated expenditure under a single major head of account.

(b) Under Para 1 of the Finance Department's letter NoBI-3(21)61(Vol.II), dated 12th July, 1969, no re-appropriation will be made from one Grant to another. In other words, no re-appropriation can be made from one major head to account to another. That is, if there is saving under "7-Land Revenue", it cannot be re-appropriated to meet excess expenditure

anticipated under "11-Registration", but it can be utilized within the head "7-Land Revenue".

(c) The restriction mentioned in sub-para (b) not apply to the head "Contingency item", and sums from this head can be transferred to other major heads to meet unexpected expenditure. This, however, does not concern any department as the grant under "Contingency Item" is administered directly by the Finance Department.

(d) There are certain major heads which are operated by two or more heads of Departments such as "12 Charges on account of Motor Vehicle Act" 25-General Administration", etc. the grants under such heads are distributed to all the Heads of Departments concerned, each receiving the sums provided under the sub-majors, minor or sub-heads relating to him. In the case of such heads, a Head of Department cannot make a re-appropriation between the allocation placed at his disposal and that place at the disposal of another Heads of Department.

5. On the last day of the financial year, the unspent grant for that year lapses. Therefore, no re-appropriation can take place from the funds allocated for a financial year after the expiry of that financial year.

6. The question of meeting a particular additional expenditure by re-appropriation of savings will be considered only when it satisfies the conditions mentioned in para. 2. The authority competent to sanction such additional expenditure will, after he is satisfied that the said conditions are fulfilled, accord necessary sanction. Re-appropriation will be undertaken only after such sanction is issued. If the authority sanctioning re-appropriation of funds for meeting a particular additional expenditure is himself authorized to sanction it, he may be issue only an order or re-appropriation which will operate also a sanction for expenditure.

7. If allotment proposed for purpose was specificity reduced or refused by the Provincial Assembly, no re-appropriation will be made to meeting expenditure for that purpose. The principle is that powers of re-appropriation cannot be exercised in such a way that they go against the wishes of Legislature. It also follows that if any authority has reduced an allocation such allocation cannot be increased by an authority subordinate to it, even in exercise of its delegated powers, unless previous consent was obtained from the authority which reduced the grant.

8. The following re-appropriations will not be made-
- (a) If re-appropriation commits Government to a recurring liability.
 - (b) Re-appropriation of saving in-
 - (i) lump sum provision;
 - (ii) secret service expenditure;
 - (iii) provision under "Pay of Officer" and "Pay of Establishment";
 - (iv) the amount taken by the Finance Department to the sub-head "Surrenders or Withdrawals within the Grant".
 - (c) Re-appropriation from other units to meet secret service expenditure and additional expenditure under "Pay of Officers" and Pay of Establishment".
 - (d) Re-appropriation so as to direct the provision for specified new items to other purposes.
 - (e) Re-appropriation so as to convert the provision specifically made for expenditure in foreign exchange into expenditure in local currency.

9. (a) There are three categories of expenditure.

- (1) Charged expenditure.
- (2) New expenditure.
- (3) Other than New.

(a) Re-appropriation can be made within each category of expenditure; Savings is charged expenditure can be diverted to meet charged expenditure within the grant. Same can be done within regard to new expenditure and expenditure diverted to other categories.

(b) Re-appropriation can be done to meet expenditures on purposes contemplated in the Schedule of Authorized Expenditure. If expenditure is to be incurred on some new purposes, this can be done by having a token sum sanction out of contingency Item or provided through supplementary Grant. Rest of the amount can then be re-appropriated. The same procedure will be adopted for re-appropriating funds to new projects which are not provided for in the Schedule of Authorized Expenditure. Re-appropriation mentioned in this para, will of course be subject to other restrictions mentioned in previous paras.

10. In case of development schemes, amounts can be diverted by re-appropriation to only approved schemes. However, while doing so it should be ensured that the approved is equal to total approved cost of the scheme, no re-appropriation can be done;

11. In case of expenditure on works, there are following categories of works:-

- (1) Major Works in Progress.
- (2) New Major Works.
- (3) Minor Works.
- (4) Maintenance and Repairs.

Re-appropriation can be made within each category but not from one category to another. For instance, savings under a New Major Work can only be re-appropriated to another New Major Work keeping in view other restrictions and not to a Major Work in Progress or a Minor Work of Maintenance and Repairs. However, it should be ensured that re-appropriation does not involve any expenditure which is likely to cause further outlay in a future financial year.

Subject:- RE-APPROPRIATION OF FUNDS UNDER THE NEW CONSTITUTION.

1. “Constitution, powers of re-appropriations within the grant were regulated by rules made by Government . The Provincial Budget Manual gave to the Finance Department full powers of re-appropriation within a grant except that:-

Re-appropriation was not permissible ___.

- (a) from one grant to another ; or
 - (b) within a grant__.
- (i) after the close of the financial year;
 - (ii) from a votable allotment to a charged allotment or vice versa;
 - (iii) from any sub-head which takes credit or probable savings until sufficient savings to cover that credit have been surrendered to the Finance Department ;
 - (iv) to increase the expenditure on an object if the expenditure criminally proposed has been reduced by the Legislative Assembly; and
 - (v) for an object not specifically included in the estimates.

Attention in this connection is invited to paragraph 14.4 of the Punjab Budget Manual (Fifth Edition).

2. The powers of re-appropriations of other departments were last prescribed as per decision of the Central Cabinet on the report of the Provincial Re-organization Committee, under Services and General Administration Department’s notification No-PRC/3-3/62, dated the 21st March 1962 . This gave to the Administrative Department Commissioners of Divisions and other Officers in Category I “ full powers “ to re-appropriate funds within the grant subject to the following conditions:-

- (1) the re-appropriation does not involve undertaking of recurring liabilities;
- (2) the re-appropriation is not met from lump sub provisions;
- (3) the re-appropriation does not increase an item which has been specifically reduced by Legislature or Government ;
- (4) no re-appropriation is made to or from the Primary Units “ Pay of officers ” and “ pay of Establishment “ ; and .
- (5) no re-appropriation is made to provide funds for and individual item of expenditure not contemplated by the Budget.

3. Under the provisions of Article 41, read with Article 89 of the Constitution of the Republic of Pakistan , the demand for grants for “ new expenditure” “ other

expenditure ” and “ Charged expenditure” are submitted to the Provincial Assembly SECRETARY but ONLY the demand of grants for “ new expenditure “ is voted upon. The other two demands may be discussed in, but are not submitted to the vote of the Provincial Assembly.

4. The schedule of Authorized Expenditure as authenticated by the Governor, under Article 43, read with Article 89 of the constitution , Provides authority for Government to withdraw moneys from the Provincial Consolidated Fund up to the amount and for the purposes specified therein. This schedule specifies separate and distinct sums for each of the following categories of expenditure:-

- (i) expenditure “ charged” on the Provincial Consolidated fund;
- (ii) other expenditure which is “new” and for which the Provincial Assembly has made the grants ; and
- (iii) other expenditure which is “ not new” and for which the Provincial Assembly is deemed to have made the grants.

The expenditure on each of the above-mentioned three categories of expenditure is therefore, confined to the amounts authorized therefore severally and the appropriate Accounts are basically required to be prepared with reference to it.

5. The Constitution does not take note of the re-adjustments of the appropriations for the various item of budgeted expenditure that comprise a grant and is more is spent one item by correspondingly under –expending on another item of items and thus remaining within the authorized limits , no irregular act is committed thereby . But since these re-adjustments commonly known as re-appropriation , are also indicators of defective budgeting , and loose expenditure control, it has been the practice to explain to the Legislature the reasons for making re-appropriate through the appropriation Accounts and t he Audit Reports thereon submitted to the Provincial Assembly .

6. Re-appropriation of the nature indicated above were under the provisions constitutional provisions freely made subject to the condition that they did not have the effect of altering the amounts appearing in the schedule of Authorized Expenditure. The central Ministry of Finance has in consultation with the Comptroller and Auditor General of Pakistan decided that re-appropriation of funds may be made within the lump sums authorized for :-

- (1) Charged expenditure;
- (2) New expenditure;
- (3) Other than new expenditure;

7. Under a demand or appropriation BUT NOT BETWEEN ANY TWO OF THEM. The Auditor General, however, does not agree to the re-appropriations being sanctioned from or to funds authorized for projects.

8. After obtaining the advice from the Ministry of Law and Parliamentary Affairs, the Central Ministry of Finance has requested the Comptroller and Auditor General of Pakistan to reconsider his decision in the matter of re-appropriations from or to funds authorized for "Projects" Further instructions in the matter will issue when this point is finally decided by the General Government.

9. Subject to the limitations laid down in Services and General Administration Department's notification No. PRC/3-3/62 dated 21st March, 1992 reproduced in paragraph 2 of this letter, the Administrative Departments Commissioners of Divisions and other Officers in Category I may exercise powers of re-appropriations of funds as indicated in paragraph 6 above. The Budget Manual is also being amendment accordingly.

No. BI-3(21)/16 (Volume 11) dated 25th February, 1964.

Subject:- **INTRA SECTORAL RE-APPROPRIATION OF FUNDS**

Under S.No. 4 of the amended West Pakistan Delegation of Powers under Financial Rues and the powers of Re-appropriation Rules 1962 D.C.O has been given full powers for re-appropriation of funds **intra-sectoral** only when-as para 6 of this Department's letter No.FD(SO-I)4-1/2001-2002/3092-3109 dated 28-1-2002, District Governments have been allowed to re-allocate from one sector to another (inter sectoral) by revising their budget estimates However, inter sectoral re-appropriation without revision of budget has not been allowed.

No.FD(R-II)II-24/2000/ Dated 27th June, 2002.

SECTION-2

**RECOVERIES AND WAIVING OFF
RECOVERIES**

(649 - 650)

Subject :- **RECOVERY OF RENT FROM THE GOVERNMENT SERVANTS OCCUPYING GOVERNMENT QUARTERS.**

Reference West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963, with which the new consolidated pay scale have been introduced. It has been decided, in modification of all the rules and previous orders on the subject that when Government supplies a non-gazetted Government Servant (other than a Railway Servant) with a residence leased or owned by it, the Government servant shall pay (i) rent of the residence, such rent being standard rent of the residence or 7.5 per cent of his pay whichever is less, and (ii) Municipal and other taxes payable by Government in respect of the residence not being in the nature of house or property tax. This will be subject to the other conditions laid down in the Civil Services Rules applicable to the Government servants concerned.

2. These orders will apply with effect from the 1st day of the month in which the pay of Government servant is actually drawn according to the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963. Any recoveries made before that date will not be reviewed.

No.F.D.P.C.(1)12/63-527.Government of West Pakistan Finance Deptt. Dated the 7th March, 1963.

Subject :- **RECOVERY OF LOAN ETC.**

It has come to the notice of Government in the Finance Department that prompt action is not taken for the recovery of various Government loans granted to Firms/Companies and individuals. Sureties are taken from men of no means. Subsequently on the death of loaner, efforts are not made to recover the loans from sureties and such cases are referred to the Finance Department for writing off losses after a considerable time. Government takes serious view of such circumstances and it is directed to kindly instruct all concerned to make full efforts to recover Government loans in time and if loaners are dead, the loan amounts be recovered from the Sureties. If at-all it is considered that the loan amounts are not recoverable such cases should be referred to the Finance Department within a reasonable period of time and not after the lapse of considerable time.

2. It may also be borne in mind that the F.D. will not accept lame excuses regarding the incapacity of the surety to pay the amount. If the surety is not appropriate it should not be accepted as such by the loan paying authorities at the time of granting the loan.

No.FD(R)X-15/71.Dated Quetta, the 15th December, 1972

Subject :- **RECOVERY OF GOVERNMENT DUES FROM GOVERNMENT SERVANT.**

It has come to the notice of Government that regular recoveries on account of House Rent of Government accommodation, and Government loans is not being affected by the Drawing & Disbursing from the Government employees. It has also been reported that Government dues have not been recovered from the officials being repatriated to their Provinces of Domicile. In this connection attention is invited to this department circular letter No.FD-(R)-II-5/70, dated 25th March, 1972 and Services and General Administration Department's circular letter No.2-23/72-SO(C)-S&GAD, dated the 3rd October, 1972 under which all concerned were requested that they should ensure that House Rent and all Government dues are recovered from the officials who are being repatriated to their Provinces of Domicile. It is once again requested that all Drawing and Disbursing Officers should ensure that Government dues are recovered from the officials being repatriated to their provinces of domicile before they are relieved.

No.FD(R)-IV-5/70. Dated Quetta, the 30th December, 1972.

Subject :- **RECOVERY OF HOUSE PURCHASE/CONVEYANCE ADVANCES FROM PROVINCIAL GOVERNMENT SERVANTS.**

In order to accelerate the recovery of House Purchase/Conveyance Advances; it has been already decided to adjust the amount of contribution of General Provident Funds towards the recovery of above advances. For this purpose the following further instructions are issued for guidance:-

1. that the cases where the Government servants are paying premium of their Insurance Policies from the monthly

contribution of General Provident Fund, now such premium may be paid from the existing accumulation of this fund. If there is no accumulation of G.P. Fund in account, then it will be responsibility of the Government servant to make arrangement for the payment of the premium either by direct payment or deducting an equal amount from his salary.

2. that the Drawing and Disbursing Officers will add the amount of monthly contribution of General Provident Fund in the normal installment on account of recovery of House Purchase and Conveyance Advance(s) while preparing the pay bills. However, they should also append blank G.P. Fund schedules with the pay bills.
3. that in cases where the Government servants have obtained two advances i.e. one for the house purchase and the other for Conveyance the amount of monthly contribution of G.P. Fund will be equally divided and adjusted towards the recovery of both the advances.

2. These instructions will take effect from 14th June, 1980.

No. FD(R) VI-1/80. Dated Quetta, the 14th June, 1980.

Subject: - **WAIVING OF RECOVERY OF INTEREST ON HOUSE PURCHASE/CONVEYANCE ADVANCES OF DECEASED/RETIRED GOVERNMENT SERVANTS.**

The question of waiving off recovery of loans/advances sanctioned to Government servants who have since expired/retired remained under the consideration of the Government and now the Governor/Martial Law Administrator Balochistan is pleased to order as under :-

1. that loans/advances including the interest thereon, if due, will be recovered from the families of the deceased Government servants where assets have been acquired by the Government servants prior to their death/retirement.
2. that where a Government servant expired/retired without creating the assets for which the loans/advances were sanctioned, the recovery on account of interest there on is waived off. In such cases, the Heads of Departments will

issue necessary certificates of acquiring/non-acquiring of assets by the deceased/retired Government servant.

No.FD(R)X-15/80. Dated Quetta, the 7th July, 1980.

Subject :- **RECOVERY OF DUES FROM PENSIONERS.**

It has been decided that Government may within one year from the date of issue of Pension Paper Orders recover any of its dues from the pension granted to civil servant. No recovery will, however be made from the pensioner without the personal orders of the Head of the department declared as such under SR-2(10) and included in appendix No.14 Vol-II of the compilation of the Fundamental Rule and Supplementary Rule as the case may be.

No.FD(R)VII-1/82/1338-1408. Dated Quetta, the 6th May 1982.

Subject :- **WAIVING OFF OF RECOVERY.**

Since the amount has been recovered on account of excess payment, there is no question of refund of the same.

No.FD(R)X-15/87/79. Dated Quetta, the 4th January, 1987.

Subject :- **WAIVING OFF RECOVER AGRICULTURE ASSISTANT (RTD:).**

Since the overpaid amount has already been recovered from the official it is not possible to refund the same at this stage. However, the Administrative Department is advised to process the application in the light of the rules and send to this department with their specific recommendations.

No.FD(R)X-15/88-680. Dated Quetta , the 20th March, 1988.

Subject :- **WRONG FIXATION OF PAY –WAIVING OFF RECOVERIES.**

Various revision of pay scales have taken place so far as under :-

1. Consolidated Pay Scales 1962.
2. National Pay Scales 1972.
3. Revised National Pay Scales 1977.
4. Basic Pay Scales 1983.
5. Revised Basic Pay Scales 1978.

2. It has been observed that while fixing the pay of the employees in (B-1 to 15) the Drawing and Disbursing Officers did not observe the procedure for the correct fixation of pay under the above referred rules/scales. It may be mentioned that whenever Pay Scales are revised, option is exercised by the Government servants concerned for the purpose, and Drawing & Disbursing Officers obtain an under-taking that any over-payment due to these revisions of Pay Scales shall be refunded by the said officials.

3. It has therefore, been decided that any over-payment due to the wrong fixation in the Pay Scales under the above referred rules will not be waived off by the Finance Department in future. However, in very exceptional cases where Government servant is at the verge of retirement or has already died and his pension case is held up for the verification of his pay etc; would be considered in the Finance Department.

4. All the Administrative Departments may therefore, get the Service Books/Fixation of pays verified from the Accountant General's Office and any over-payment on account of reasons given above be recovered immediately.

No.FD(R)X-15/90/373-480. Dated Quetta, the 12th February, 1990.

Subject :- **RECOVERY OF RENT OF GOVERNMENT ACCOMMODATION PROVIDED TO GOVERNMENT SERVANTS.**

All the employees of the Government of Balochistan from B-1 to B-15, working under the Provincial Government, residing in Government residential accommodation and paying house rent @ 5% of basic pay, shall be exempted from the payment of said house rent, with immediate effect.

No.FD(R)II-51/91/4701/4809. Dated Quetta, the 16th October, 1991.

Subject :- **WAIVING OFF RECOVERY OF OUTSTANDING BALANCES OF LOANS AND ADVANCES TO GOVERNMENT SERVANTS.**

Keeping in view the grievances and financial hardships of the departments of the deceased employees, the Government of Balochistan has been pleased that the Government Servants in BPS-1 to 15 who have been granted House Building Advances, Scooter/Motorcycle advance and Cycle advances under GFR and who die while in service, the outstanding amount of these advances would stand waived off.

2. As regards the cases of Government servants in BPS-16 and above who die while in service, the following formulas has been prescribed for the waiving off outstanding loans against them :-

<u>OUTSTANDING AMOUNT.</u>	<u>EXTEND OF WRITE OFF.</u>
1. Upto Rs. 20,000/-	100%
2. Beyond Rs. 20,000/-	subject to the total relief not exceeding Rs.1.5 Lac (inclusive of Rs.20,000/-).

3. However, the Heads of the Departments/Administrative Secretaries shall take following into account while recommending waiving off outstanding arrears of deceased Government Servants BPS-16 and above :-

- i) Other properties owned by the Family and family income and
- ii) Payment made / due to be made to the family by way off
 - (a) G.P. Fund (b) Benevolent Fund grant (c) Group

Insurance (d) Family Pension (e) Gratuity / Commutation and (f) any other waiving off House Building Loans applied for / granted by House Building Finance Corporation/Nationalized Commercial Banks.

4. The proposals for waiving off the outstanding amount of advances and loans to the Government Servants in BPS-16 and above, who die while in service, would be forwarded to the Finance Department for sanction with certification that facts mentioned above have been fully taken into consideration.

No.FD(R)X-15/92/1625-1825. Dated Quetta, the 25th May, 1992.

Subject :- **WAIVING OFF RECOVERY OF OVER-PAYMENT.**

The instructions circulated vide this department's letter No.FD(R-IV)1-1/94/61-83, dated 31-3-1994 are not being followed and the cases of waiving off the recoveries occurred due to wrong fixation of pay are frequently being referred to this department. It is necessary that the service books of all the non gazetted government employees of B-1 to B-16 may be got verified from audit authorities immediately after any pay revision, promotion or move-over. Accordingly it is requested that all the Service Books of all the departments, attached departments and sub-ordinate departments may be got verified from the office of Accountant General Balochistan or concerned Treasury Officers upto 30th November, 1998 positively. Any case of waiving off having audit objection after this date will not be entertained by this department and in all such cases the overpaid amount will be deducted from the pay of concerned DDO/Pay fixation Clerk in equal share.

No.FD(R-II)IX-2/98/2181-2280. Dated Quetta, the 28th October, 1998.

Subject :- **WAIVING OFF RECOVERIES OF OVER PAYMENT ON ACCOUNT OF WRONG FIXATION OF PAY.**

Please refer to this Department's letters No.FD(V-II)1-1/94/61-83, dated 31-3-1994 and No.FD(R-II)IX-2/98/2181-2280, dated 28-10-1998, on the subject noted above and to say that proper care is not being paid to the instructions of the Finance Department and waiving off cases are being submitted to this Department very frequently without inquiring the DDO/staff who are responsible for wrong fixation of pay of the officials.

2. According to the Financial Rules Service Book of every official requires to be verified by Accountant General Balochistan Quetta at the time of appointment, promotion, move-over, acquiring higher qualification, on appointment from lower scale to higher scale and at the time of pay revision. But it has come to notice that in most cases Service Books of various officials have not yet been verified by the Accountant General Balochistan and consequently majority of cases are being sent to the Finance Department for waiving off the over-payment where wrong pay has been fixed by the Account staff/D.D.Os of various departments.

3. To avoid wrong fixation of pay in future, all Administrative Secretaries are requested that service books of all officials under their control may please be got verified by the Accountant General Balochistan by 31-3-2000 positively and furnish a certificate by 5-4-2000 in this regard to the Finance Department that service books of all the officials have been verified through the Accountant General Balochistan and there are no waiving off cases in their departments. However, those cases in which over-payment has been pointed out by the Accountant General Balochistan may please be forwarded to this department by 31-3-2000 with following information :-

1. Name of Government Servant._____.
2. Name of post._____.
3. Grade._____.
4. Actual pay at the time of fixation._____.
5. Pay fixed wrongly._____.
6. How much above or less fixed._____.
7. Total period of wrong pay. From_____ To_____.
8. Name & Designation of D.D.O/Accounts Official._____.
9. Whether explanations of D.D.O/Account Official were called under the E&D Rules.
10. What action has been taken against the Defaulting D.D.O/Accounts officials.
11. Total amount required to be waived off._____.
12. Recommendation of the Department._____.

4. It is further stated that after 5-4-2000 waiving off not be entertained in the Finance Department except the cases of deceased or invalid officials whose recoveries will be pointed out by the Accountant General Balochistan.

No.FD(R-II)1-1/2000/1904-2004. Dated Quetta, the 21st February, 2000.

Subject :- **RECOVERY OF OVER PAYMENT ON ACCOUNT OF 40% COMPENSATORY ALLOWANCE.**

Cases of various individual officials/officers are being referred by the Administrative Departments for waiver of recovery of over payment on account of 40% Compensatory Allowance. The matter has been examined and decided that recovery of over-payment on account of 40% Compensatory Allowance shall not be waived off as the concerned official/officer also avail the benefits of move-over to next higher grade.

No.FD(R-II)1-1/2002/1438-1537. Dated Quetta, the 10th August, 2002.

Subject :- **RECOVERY OF OVER PAYMENT BY A.G.**

The Accountant General Office does not need the sanction of Finance Department to deduct the amount wrongly drawn by an incumbent. It can be done by the A.G. Balochistan at its own level under the rules.

No.FD(R-DIII)40/2003/2826. Dated Quetta, the 14th October, 2003.

Subject :- **WAIVING OFF RECOVERY.**

The Finance Department regrets to waive the penalty imposed as a result of disciplinary proceedings by the Competent Authority.

No.FD(R-II)1-1/2006/2174. Dated Quetta, the 25th February, 2006.

Subject :- **WAIVING OFF RECOVERY OF OVERPAYMENT.**

1. The Accountant General Balochistan has pointed out an over-payment of Rs.23,347/- on account of Pay and Allowances for the period from 1-12-1997 to 12-3-2003 made in favour of late employee of an ex-Bolan Medical Complex Project, Quetta.

2. Under GFR 49 the competent authority may waive the recovery of an amount found to have been over paid to a Government Servant if the enforcement of the recovery will cause under hardship or it will be physically impossible to affect the recovery. According to the policy framed by the Finance Department, Government of Balochistan such waiver can be entertained in case of deceased or invalid official.

3. In the instant case, exceptional favours were already extended to the deceased employee by the Court of Law as the Administrative Department could not defend the case. Being a project employee, the deceased got himself treated as regular employee. He obtained financial benefits for the period from 17-4-2001 to 18-8-2003 when he had not even served the Department. During this period an over-payment over and above his entitlement was also made to him. Though it is a nominal amount yet as a policy matter his family is not entitled for any further benefits beyond the purview of rules.

Endorsement No.245/PS/FS. Dated 17th March 2006.

Subject :- **WAIVING OF RECOVERY.**

As per policy outstanding balances of loans and advances to Government Servants cannot be waived off on retirement.

2. Outstanding amount of loans/advances (House Building Advance, Scooter/Motor-cycle Advance) would stand waived off only in case of death of Government Servant.

No.FD(R-II)1-1/2006/1912-13. Dated Quetta, the 29th March, 2006.

1. The incumbent was due for retirement on superannuation i.e. 60 years from Government Service on 18-8-2000, but due to controversy in date of birth he over-stayed in Government service for a period of 11 months, 19 days beyond the age of superannuation and an amount of Rs.86,600/- has been deducted from his gratuity at the time of retirement on account of salaries drawn for the period of over-stay in Government service.

2. This Department suggests for considering the period of over-stay as contract appointment from 18-8-2000 to 7-8-2001 to save the employee from recovery on an amount of Rs.86,000/- paid to him on account of salary during the period of over stay.

Endorsement No.3081/PS/FS. Dated 3rd July, 2006.

Subject :- **WAIVING OFF RECOVERY OF OVERPAYMENT.**

The official was erroneously allowed three advance increments on acquiring higher qualification of F.A instead of two advance increments by the Accountant General Balochistan Office Quetta in 1991. The same has been noticed after 14 years and recovery to the tune of Rs.30,398/- has been pointed out.

2. Rule 49 of GFR provides that recovery of an amount disallowed by an audit officer or otherwise found to have been over-paid to a Government servant be waived off it :-

- i. the amount disallowed has been drawn by the Government servant concerned under a reasonable belief that he was entitled to it ;
- ii. the enforcement of the recovery will, in the opinion of the competent authority, cause, undue hardship, or it will be physically impossible to effect the recovery; and
- iii. in the case of disallowances of emoluments of the nature of pay as defined in Fundamental Rule 9 (21), made within one year of the date of payment.

3. Since, the above recovery occurred as a result of mis-understanding/wrong fixation of pay by the Accountant General Balochistan Office Quetta, therefore, this Department recommends waiver of the over-payment in favour of the official being a low paid Government employee.

Endorsement No.3163/PS/FS. Dated 10th July,2006.

Subject :- **RECOVERY OF LOAN IN EASY INSTALLMENTS.**

1. The incumbent was granted a loan of Rs.750,000/- by the Balochistan Health Foundation in 2001. The loan was supposed to be returned in fourteen (14) equal installments of Rs.53,571/-. Now the borrower has submitted an application for recovery of loan in easy installments of Rs. 3000/- per month.

2. Since, there is no provision of easy installments for recovery of loan in Balochistan Health Foundation Act and policies, therefore, the request made by the applicant cannot be considered within legal frame work.

Endorsement No.645/PS/FS. Dated 24th July, 2006.

SECTION-3

RE-DESIGNATION OF POSTS
(663 - 664)

Subject:- **RE-DESIGNATION OF THE POST OF STENO-TYPIST AS STENOGRAPHER**

The post which were existing with the nomenclature of Steno-typist/Junior Scale Stenographer Grade-II (NPS-8) and Stenographers/Junior Scale Stenographer (Grade-I) BPS-9) stand re-designated as Stenographer in BPS-12 as per Balochistan (Basic Pay Scale) Civil Service Rules 1983 w.e.f 1.7.1983 Administrative Department may approach the Services & General Administrative Department for necessary amendment in the Service Rules accordingly.

No.FD(R)III-35/88/4345 Dated Quetta the 4th September,1983

ORDER

The Government of Balochistan has decided to re-designate the post of Kamdar and to merge in the cadre of Field Assistants in the Agriculture Department with immediate effect

No.FD(R)III-41/85 Dated Quetta the 17th September,1985

Subject:- **RE-DESIGNATION OF THE POST OF JOINT SECRETARY HOME AND S&GAD AS ADDITIONAL SECRETARY**

The Finance Department agrees to the re-designation of the post of Joint Secretary (Home) to that of Additional Secretary. For the re-designation of the post of Joint Secretary S&GAD to that of Additional Secretary Administrative Department may give reasons/justifications

No.FD(R)VII-10/87-715 Dated Quetta the 3rd February,1987

Subject:- **RE-DESIGNATION OF THE POST OF JOINT SECRETARY TO THAT OF ADDITIONAL SECRETARY**

On re-consideration the Finance Department agrees to the re-designation of the post of Joint Secretary to that of Additional Secretary Services and General Administration Department with immediate effect.

No.FD(R)VII-10/88/1284 Dated Quetta the 23rd May,1988

ORDER

The Government of Balochistan is pleased to re-designate the post of personal Assistants to the Judges of Balochistan High Court as Private Secretaries.

2. The Government of Balochistan is further pleased to upgrade the posts of Privet Secretaries from BPS-16 to BPS-17 with effect from 1.7.1983 subject to the condition that no payment of arrears shall be admissible to the incumbents as a result of retrospective up-gradation up to 18.3.1986.

No.S-II-3(5)/91-S&GAD. Dated Quetta the 14th October,1992.

Subject:- **UP-GRADATION OF THE POST OF PERSONAL ASSISTANTS TO THE JUDGES OF BALOCHISTAN HIGH COURT**

Besides their re-designation as Private Secretary and up-gradation from B-16 TO B-17 the Personal Assistants to Judges they shall also be entitled to the benefits enumerated in Government of Pakistan, Establishment Division's Office Memorandum No.9/2/74.F.II(R.S) dated 18th March,1986.

No.FD(R)VII-10/92-Court Dated Quetta the 24th Oct.1992

Subject: **REVISION OF PAY SCALES SCHEME OF BASIC PAY SCALES AND FRINGE BENEFITS OF THE BALOCHISTAN GOVERNMENT EMPLOYEES (1983)**

It is to clarify that after the introduction of Basic Pay Sclae,1983 (effective from 1.783) there is no existence of the post of Steno-typist/Junior Scale Stenographer G.II (NPS-8) and Junior Scale Stenographer G.I (NPS-10). All these categories of Steno-typist /Stenographer have been re-designated as Stenographer and allowed B-12 w.e.f17.1983.

No.FD(R)III-35/S.G/1538. Dated Quetta the 25th July ,1994

ORDER

In pursuance of Notification No.5-1/92Coord:S&GAD(A)Vol-II/2148-82 dated 28th December,1993 the Government of Balochistan is please to re-designate the post of selection grade (BPS-16) Diploma Engineers/Sub Engineer as "Junior Engineers" with immediate effect. These Junior Engineers are also declared as Self Drawing Officers.

No.FD(R)III-35/D.E/1335-46. Dated Quetta the 17th April ,1995

SECTION-4

RE-EMPLOYMENT

(667 - 668)

Subject: **FIXATION OF PAY OF RE-EMPLOYED GOVERNMENT SERVANTS.**

Under the existing orders the pay of retired Government servant who has been re-employed under the Provincial Government and in Autonomous Bodies and who has not attained the age of 60 years is required to be fixed after taking into account amount of gross pension i.e pension before commutation and or/surrender. Consequent on the liberalization of pension rules for civil servants vide No.FD(R)VII-1/76 dated 26-1-1977 the amount of gross pension in the case of existing pensioners is also required to be enhanced with effect from 1.2.1977 in accordance with the provision of para 3 and 8 of the above mentioned rules with resultant adjustment in the pay.

2. It has been decided that consequent on the introduction of Revised National Pay Scales with effect from 1.5.1977 the pay of retired Government servants who have been re-employed before 1.5.1977 shall be fixed in the Revised National Scale of pay of the posts held by them on that date in the manner indicated below:-

In the case of a re-employed Government servant who has not attained the age of 60 years on 1.5.1977 the initial pay in the relevant Revised National Scales of pay shall be fixed at the stage equal to or if there is no such stage, at the stage next above the amount arrived at by allowing an increase of 10% over the aggregate of the basic pay which for this purpose shall be taken as inclusive of gross pension i.e pension before commutation and /or surrender and the dearness allowances that would have been admissible thereon but for these orders on the 1st May,1977. The pay so fixed then shall be reduced by the amount of gross pension and the amount of pension will continue to be drawn separately in addition to the pay so determined subject to the condition that pay plus pension shall be limited to the maximum of the Revised National Scale of Pay or the last pre-retirement substantive pay inclusive of dearness allowances whichever is more.

2. In the case of a re-employed Government servant who has already crossed the age of 60 years before 1.5.19977 and is already entitled to draw pension in addition to pay of the post vide even No dated 1st September,1976 the initial pay in the relevant Revised National Scales of pay will be fixed as in (1) above on the basis of the pay he is entitled to draw in accordance with the above mentioned letter together with the dearness allowances subject to the pay so fixed not exceeding the maximum of the relevant pay scale. The amount of pension shall not figure in the calculation anywhere and shall in his case continue to be drawn separately in addition to the pay so fixed.

3. When the pay of an existing re-employed Government servant is fixed in the Revised National Scale of Pay, the amount of dearness allowance Special Dearness Allowance and Additional dearness Allowance shall cease to be admissible with effect from 1.5.1977.

4. In the case of a retired Government servant who is re-employed on or after 1.5.1977 the initial pay shall be fixed in the revised National Scales of pay for the time being in force provided that the last pre-retirement pay in his case would be taken as inclusive of the amount dearness allowance SDA and ADA actual drawn or which would have been drawn on the date of retirement.

5. For the purpose of grant of allowance, the pay or basic pay on which the allowances are to be calculated would in addition to actual pay drawn also include the amount of gross pension which had been taken into account for the purpose of determination of pay during the period of re-employment.

No.FD(R)VII-8/77. Dated Quetta the 6th August,1977

Subject: **FIXATION OF PAY OF RETIRED GOVERNMENT SERVANTS RE-EMPLOYED IN THE GOVERNMENT SERVICE/ AUTONOMOUS BODIES**

The fixation of pay of retired Government Servants on their re-employment in Civil posts under the provincial government autonomous bodies is be regulated in accordance with the following principles:-

- i. When a retire civil Servants is re-employed under the provincial Government after superannuation or after the completion of 30 years pension-able service his initial pay is to be fixed at the minimum of the pay scale of the post in which he re-employed.
 - ii. When a retire civil servant is re-employed under a Government owned/controlled autonomous semi-autonomous body or corporation after superannuation or after the completion of 30 years pension-able service the initial pay of such a Government servants is to be fixed at the minimum of the scale of pay of the post in which he is re-employed.
 - iii. A re-employed government servant earns increments under the normal rules.
 - iv. In addition to pay as indicated in clauses (i) & (ii) full pension is admissible to the re-employed Civil Servants
2. The above point may please be kept in view while fixing the pay of re-employed officials.

No. FD(R)VII-8/83 Dated Quetta the 18th Januay.1983.

Subject:- **REEMPLOYMENT AFTER RETIREMENT OF TEHSILDAR**

In case of re-employment the benefits of previous service cannot be claimed and official cannot be retained in continuous service after superannuation

No. FD(R)IX-2/86-2772 Dated Quetta the 14th July.1986

Subject:- **ADMISSIBILITY OF AD-HOC RELIEF TO RE-EMPLOYED OFFICERS DRAWING PAY IN BPS 1 TO 22 AND GRANT OF AD-HOC RELIEF IN PENSION TO CIVIL EMPLOYEES**

That re-employed personnel are also entitled to receive 10% ad-hoc increase with effect from 1.7.1990 or from the date of re-employment whichever is later.

No.FD(R)III-7/91/2582-2682 Dated Quetta the 24th May ,1991

Subject: **GRANT OF ALLOWANCES DURING RE-EMPLOYMENT CONTRACTUAL APPOINTMENT**

Queries have been received from various quarters about the payment of orderly Allowance, Senior Post Allowance and Qualification Allowance on re-employment/contractual appointment. It is clarified that these allowances are not admissible during re-employment/contractual appointment because:

- a. 100% Orderly allowance has already been included in pension as Special Additional Pension.
- b. Senior Post Allowance also forms part of pension. Moreover, this allowance is admissible to senior civil servant. Contractual appointment is not civil service.
- c. Qualification allowance also forms part of pension.

2. If these allowances are again granted on re-employment it will amount to duplication. This policy may kindly be kept in mind while preparing the terms and conditions for contractual appointment. The payment of above discussed allowances is not allowed to retired Government Servants

No.FD(R)III-40/Orderly 806-32 Dated Quetta the 17th June,1996

Subject:- **RE-EMPLOYMENT OF GOVERNMENT PENSIONERS**

Some departments have sought advice of Finance Department regarding re-employment of Government pensioners in receipt of invalid pension. Attention is drawn to 9.3 of Pension Rules 1989 which reads as under:-

9.3 “ A Government Pensioner in receipt of compensation or invalid pension or compassionate allowance on re-employment in service qualifying for pension may either retain his gratuity/pension in which case his former service will not count for further pension or refund the gratuity and cease to draw any part of his pension and count his previous service. Reduced pension intermediately drawn need not be refunded. If such pensioner exercises option to retain his gratuity/pension his full pension and initial pay on re-employment shall not exceed his pay at the time of discharge. Once the amount of initial pay has been fixed in this way the Government servants shall be entitled to receive the benefit of increments in his new scale of promotion to another scale of post. In the case however, of a pensioner whose pension does not exceed Rs.15/- a month the amount of full pension should not be reduced from his initial pay even though the sum of total pay and full pension exceeds his substantive pay at the time to discharge.

2. It is requested that the relevant provision of rules as envisaged under chapter-IX of the Balochistan Civil Servant (Pension) Rules 198 and other standing instructions be strictly followed

No. FD(R-II)VII-1/2002/2391-2590. Dated Quetta the 20th December, 2002

Subject: **GRANT OF INCREASE IN PENSION TO THE PENSIONERS OF THE PROVINCIAL GOVERNMENT**

It is clarified that in case of re-employed pensioners the increase in pension sanctioned should not be admissible to them during the period of their re-employment. It is to add here that if they have drawn/increase in their pension then 15% Dearness Allowance is not admissible to them and vice versa

No.FD9R-I)II-29/2006/1538 Dated 11th August, 2006

Subject:- RE-EMPLOYMENT IN GOVERNMENT SERVICE.

Following clarifications are given in case of re-validity of former Section

Officer for employment in Government service:-

- (i) Under Rule 519 of the Civil Service Regulations there is no bar for taking back a Government servant who regains health after obtaining invalid pension.
- (ii) Intervening period between invalid pension and taking back on duty shall be treated as extra-ordinary leave without pay and allowances.
- (iii) The pay of a Government servant taken back in such case is to be fixed as in the case of reinstatement after removal from service where the intervening period is treated as extra-ordinary leave without pay and allowances.
- (iv) Refund of pensionary benefits shall be regulated in accordance with the provisions contained in Rule 519 of the Civil Service Regulations.
- (v) Seniority shall be determined as in the case of reinstatement after removal from service.

No.FD(Reg-II)II-2/07/4800, Dated Quetta, the 13th December, 2007

SECTION-5

**REGULARIZATION OF
LEVIES FORCE
(675 - 676)**

ORDER

The Government of Balochistan has decided to bring the levies of Balochistan on regular cadre of Government servants subject to the following:-

- (a) All such personnel who are willing to opt for being brought on regular cadre would be declared as regular government servants.
- (b) All such levies personnel particularly from individual and sectional service who do not opt to be brought on regular cadre would continue under the existing service structure. They will however, not be eligible for promotion and pension benefits. Other financial benefits as admissible to other regular levies personnel would continue to be allowed to them.
- (c) Only those levies personnel would be regularized who are upto the maximum age of 50 years.
- (d) Regularization will take effect from 1.7.,1986.

NO.FD(R)III-35/86/LevyDated Quetta the 4th January,1987.

ORDER

In continuation of this department orders of even No. dated 4th January, 1987 the Government of Balochistan has decided to allow the following benefits to those Levy personnel of Balochistan who opt to be brought on regular cadre and declared as Government servants, excluding (i) Federal Levy Force and (2) other levy men who belong to "individual" "sectional" "split" levy services:-

- (a) Levy personnel under the age of sixty years on 1.7.1986 are regularized for the grant of pension/gratuity benefit.
- (b) The past service of levymen prior to their being brought on regular strength is counted towards pension.
- (c) Those who were 60 years or more on the date of regularization (1.7.1986) are allowed gratuity equal to one month's basic pay for each completed year of services before their services are terminated

No.FD(R)III-35/Levy/206-29 Dated the 21st January,1988.

Subject:- **REGULARIZATION OF PROVINCIAL LEVY FORCE GRANT OF GRATUITY ETC**

That "Audit" is an exclusive constitutional function of the Auditor General of Pakistan and their subordinate offices and such functions cannot be entrusted to any other agency/committee without the express sanction of the Auditors General of Pakistan.

2. Further in cases of Levies personnel the Home Department is the Pension Sanctioning Authority and it will be against the basic principles of financial management to combine the "Pension Sanctioning" and "Auditing functions" in one and the same Department.

3. Funds for payment of pensionery benefit/gratuity to the levies personnel are being earmarked and it is requested that their pension documents may kindly be processed strictly in the light of Rule 5.4 of the Civil Servant Pension Rules, 1963.

No.FD(R)III-35/88/Levy/1413 Dated Quetta the 3rd May,1988

Subject:- **REGULARIZATION OF PROVINCIAL LEVY FORCE GRANT OF GRATUITY ETC**

It may be added that gratuity is allowed on the basis of service rendered by a Government servants which is verified by Audit and sanctioned by a competent authority. The roll etc of levymen therefore be got prepared verified by the DC^s and verified from the Audit and thereafter finalize the issue.

No.FD(R)III-35/77/Levy/2128 Dated Quetta the 15th June,1988.

SECTION-6

RE-IMBURSEMENT

(679 - 680)

ORDER

In pursuance of relaxation of the condition prescribed in para 2 of their Memorandum No.6(11)-R4/66 dated 27th August,1966 made by the Government of Pakistan Ministry of Finance Islamabad the Governor of Balochistan is pleased to allow with retrospective effect from 1st July,1970 to the Chief Secretary to Government of Balochistan, the re-imburement to the extent of Rs,300/- P.M maximum from contingent grant of the expenditure incurred on entertainment offered at his residence subject to the production of necessary certificate.

No.FD(R)II-10/71 Dated Quetta the 25th August,1971.

Subject:- **REIMBURSEMENT OF TUITION FEE PAID BY PROVINCIAL CIVIL EMPLOYEES FOR THEIR CHILDREN.**

Reference para 1 (3) of this department's circular letter of even No. dated 7-6-1972.

2. According to which school fees charged in respect of children of erstwhile No-Gazetted Government Servants (Grade 1-15) drawing pay upto Rs.500/- p.m were either not payable or these were reimbursable to the extent of the amount of the corresponding tuition fees chargeable in the nearest Government School managed directly by the provincial Government. On the introduction of Revised National Scales of Pay 1977 it has now been decided that the pay limit for the purpose of admissibility of the concession or reimbursement of school fees be raised from Rs.500/- p.m to Rs.700/- with effect from 1-5-1977.

No.FD(R)III-35/1977 Dated Quetta the 6th October,1977

Subject:- **RE-IMBURSEMENT OF ROOM RENT.**

According to existing orders a government servants who has of necessity to stay in a hotel, is entitled to re-imburement of actual single room rent subject to the prescribed maximum. It has been decided that in case of non-availability of a single room the touring civil servants may be allowed to book a double room for his exclusive use provided the rent thereof does not exceed the maximum permissible limit for a single room. If it happens to be more than one's entitlement, the reimbursement shall be restricted to his normal entitlement only. It has also been decided that two officials while on tour at the same station, may be allowed to book a double suit in a hotel and share it. In such a case, either of them shall jointly certify that separate single accommodation was not available for them and that each one of them is claiming not more than one-half of the room-rent restricted to each individual entitlement, this certificate shall be appended to the T.A bill of either official.

No.FD(R)II-23/1978 Dated Quetta the 19th June,1978

SECTION-7

REINSTATEMENT
(683 - 684)

Subject: **PAY AND ALLOWANCES ON RE-INSTATEMENT**

Under Fundamental Rule 34, Rule 7.3 of Civil Services Rules (Punjab) Vol:I Part-I and Rule 132 of the Sindh Service Rules Manual Vol:I when the suspension of a government servant is held to have been unjustified or not wholly justifiably or when a government servant who has been dismissed removed or suspended is re-instated the revising or appellate authority may grant to him, for the periods of his absence from duty:-

- a. If he is honorably acquitted, the full pay of which he would have been entitled if he had not been dismissed removed or suspended and by an order to separately recorded and any allowance of which he was in receipt prior to his dismissal removal or suspension; or
- b. If the otherwise, such protection or such pay and allowance as the revising or appellate authority may prescribe.

2. In the case of former Sindh Government employees under Sindh Civil Services Rules 154 the matter has however, to be referred to the Government where cost exceeds Rs.500/- and where the period during which the Government servant has remained unemployed during suspension removal or dismissal from service exceeds six months.

3. For some time past the matter has been engaging the attention of this department for promulgating a uniform policy to be applicable to the employees of the various integrating units of the West Pakistan. It has now been decided to re-delegate in supersession of all other rules on the subject the following powers to the various authorities for the payment of arrears after re-instatement as shown below:

- i. If the suspension period before re-instatement is upto one month, then the appointing authority may sanction the payment of arrears.
- ii. If the suspension period is beyond one month, but upto six months the arrears of pay and allowances if they exceed Rs.1000/- may be payable by the authority next above the appointing authority

- iii. If the suspension period is beyond 6 months but upto 12 months the arrears if they exceed Rs.2000/- will be payable by the Administrative Secretary concerned.
- iv. If the suspension period is more than 12 months the case will have to be referred to the Finance Department for payment of arrears for the period of suspension.

Note:- Where the administrative secretary is the appointing authority then in that case the final orders of the payment of arrears for the period of suspension will have to be referred to the Finance Department even in cases where the suspension period is upto 12 months

No.1011-SR-IV-68 Dated Lahore the 29th May,1968 (Government of West Pakistan)

Subject: **PAY AND ALLOWANCES ON RE-INSTATEMENT**

In partial modification of this department's circular letter No.1011-SR-IV-68 dated 29th May 1969 and to state that it has been decided that the powers delegated vide paragraph 3 thereof to the various authorities for payment of arrears after re-instatement may now be exercised as shown below:-

	<u>Period</u>	<u>Amount</u>	<u>Authority</u>
(i)	Upto month	Any amount	Appointing authority
(ii)	Exceeding one moths but upto six months	Any amount	Next above
(iii)	Exceeding six moths but upto 12 months	Any amount	Administrative Department
(iv)	Exceeding 12 months	Any amount	Finance Department

Note:- Where the administrative Secretary is the appointing authority then in that case the final orders of the payment of arrears for the period of suspension will have to be referred to the Finance Department in cases falling under category (iii).

No.2371-SR-IV-68 Dated Lahore the 11th January,1969 (Government of West Pakistan)

A copy of letter No.F-9(15)RI(RWP)/61 dated 23rd December 1961 issued by the Government of Pakistan Ministry of Finance is reproduced below for information and guidance :-

"After the promulgation of the Constitution of 1956, writs were issued to Government by the Courts of Law in some cases declaring that the dismissal or removal from service of some official was null and void and directing the Government to reinstate those officials in service and to grant them all the emoluments and privileges which they would have enjoyed but for such wrongful dismissal or removal.

2. As a result of the above decisions, the persons concerned had to be reinstated in Govt: service retrospectively and arrears of pay and allowances had to be paid in a number of cases for the periods during which the persons concerned had not worked. Such arrears were also paid in similar cases which had not actually gone to the courts.

3. Subsequently as a result of an appeal filed in the Supreme Court by the Government, it was ruled that the Government servants cannot sue the Government for arrears of Pay and the remedy lay in an application to be made departmentally and not by civil action. This principle was confirmed by the Supreme Court in the case of Nurul Hasan (PLD 1956 SC(Pak) 331). In view of the changed position a policy decision was required to be taken as to what should be done in such cases about the payment of arrears etc, keeping in view the fact that the claims for arrears were not enforceable in Courts of Law but were to be decided by Government on considerations of equity etc. The matter has been considered carefully in the Ministry of Finance in consultation with the Establishment Division and the decisions arrived at are contained in the following paragraph

4. If as a result of Court's decision a Government servant is restored to his post the question whether pay and allowances for the period he was under suspension or was removed from service should be decided on the merit of each case. For this purpose it is suggested that in all cases the Ministry or Department concerned should order a departmental enquiry headed by the representative of the Ministry /Department administratively concerned with their Finance Adviser/Deputy Financial Adviser as a member of the Committee. This

Committee should consider whether on the merits of the case Government would be justified in restoring the officials concerned , the pay and allowances for the period involved and if so whether in full or in part. In coming to a conclusion whether pay and allowances to an individual should or should not be restored the following considerations will have to be kept in view.

- (a) whether the person concerned was acquitted on a purely technical or procedural grounds or whether the actual allegations against him had been gone into and were found to be incorrect
- (b) Whether the individual during the period was away from active duty and other sources of income and so on.

It has further been decide that in cases where the total period involved does not exceed 12 months from the time that individual was suspended or removed from service the final decision should be taken by the Ministry concerned at the level of the Secretary and in all other cases the matter should be referred to the Ministry of Finance for prior concurrence.

No.FD(R)VI-14/71 Dated 7th September 1973

Subject :- **CLAIM OF GOVERNMENT SERVANTS REGARDING ARREARS OF PAY.**

A copy of O.M No.F.7(8)/70-501(1) dated 12th Audit 1970 issued by the Govt: of Pakistan Ministry of Law & Parliamentary affairs is reproduced below for information and guidance:-

"The Supreme Court in its recent judgment in C.A No.28 of 1969 West Pakistan has ruled that a civil servants has and always had the right to recover salary already accrued due to him despite the fact that his service was during pleasure" This has rendered obsolete its own two earlier judgments in the cases of Meharjuddin PLD 1959 CS(Pak)1477 AND Fazl-e-Haq Mussarrat PLD 1960 sc (Pak) 2087 and judgment of the former Federal Court in the case of Ali Ahemd Hussain Shah PLD 1955 FC 522 all which was also followed in the Law Ministry. In the latest judgment the Supreme Court has taken the view that if the dismissal of a Government servant is held to be unlawful he should be allowed salary for the period he was kept out of service. This was however subject to the condition that if he has accepted other employment or engaged in other profitable business during this period and amount earned by him by way of salary from such employment or as profits of such business would have to be set off against

the salary due firstly because as Government servant he cannot serve elsewhere or engage in any other business without the permission of the Government and secondly because on general principle a person cannot be allowed to reap a double advantage. Therefore it would be no more over to the government to resist claim for arrears of the pay of a civil servant wrongfully removed from service on the plea that no such claim was competent. The claim will have to be resisted, if at all on the facts of a particular case referred to in the judgment as exceptional cases. The right of the Govt. servant to claim future salary has however been negated by the Court.

2. In view of the latest judgment of the Supreme Court on the subject a civil servant's claim for arrears of salary in the relevant circumstances cannot now be refused. Therefore this Division's earlier advice to the contrary must be deemed to have been recalled and the Establishment Division is requested to review in consultation with the Ministry of Finance all the pending cases relating to claims of arrears of pay in the light of the fresh declaration of law by the Supreme Court and settle such claims. The Supreme Court's judgment underlines the necessity of duly observing with care the provisions of the Constitution and the Government Servants (Efficiency and Discipline) Rules 1960 in all disciplinary cases against Government servants and of expeditious disposal of such cases."

No.FD(R)VI-14/71 Dated 7th September 1973

Subject:- **GRANT OF ARREARS OF PAY AND ALLOWANCES TO GOVERNMENT SERVANTS FOR PERIODS OF ABSENCE FROM DUTY ON REINSTATEMENT AS A RESULT OF COURT'S DECISIONS**

A copy of O.M.No.D781-R4/73-F3(4)-R/73 dated 10th July 1973 issued by the Ministry of Finance is reproduced below for information and guidance

"Reference O.M from the Law Division No. F.7(8)/70-SOI(I) dated 12-8-1970 which states inter-alia that in accordance with the Supreme Court's Judgment in CA No.28 of 1969 (West Pakistan vs Mrs.A.V Issacs) if the dismissal of a Government servants is held to be unlawful he is to be allowed salary for the period he was kept out of service reduced by the amount if any that he might have earned by way of salary or as profits on account of having accepted some employment or having been engaged in some profitable business during the above period. Thus the legal status of Government servants claims for arrears of pay and allowances is no longer the same as had been indicated in para 3 of this Ministry's circular D.O

No.F.9(15)-RI(Rwp)/61 dated 23-12-1961. Consequently, it is no longer appropriate for the enquiry committee referred to in para 4 of that circular D.O to consider on merits in cases in which Government servants are restored to their posts as a result of Court's decision as to whether or not and to what extent pay and allowances for the period of their absence from duty should be restored.

2. It has accordingly been decided that in cases where a Government servants is reinstated retrospectively as a result of a Court's decision the functions of the enquiry committee to be set up under para 4 of this Ministry's circular D.O No.F.9(15) RI(Rwp)/61 dated 23-12-1961 as amended would henceforth be as follows:-

- a. The Ministry/Division/Department as the case may be, may obtain from the Government servants concerned a solemn declaration supported by an affidavit as to the particulars of his employment or engagement in profitable business during the period of his absence from duty and the amount earned by him by way of salary from such employment or as profits in such business.
- b. After examining such evidence as might be available and cross examining if necessary the Government servant the Ministry/Division/Department as the case may be, give their finding as to whether or not the above declaration is prima facie acceptable and on what grounds
- c. If the declaration is found to be prima facie unacceptable the Ministry/ Division/Department as the case may be should refer the case to the committee which before giving their finding as to the amount earned by the Government servants during the period of absence from duty may get the declaration properly verified/scrutinized by any agency they consider appropriate. For example if the case had been dealt with by the Special Police Establishment at an earlier stage in any connection this verification/scrutiny may be arranged to be carried out by that Establishment. For purposes of this verification/scrutiny assistance of the relevant Income-tax authorities may also be sought if the Government servant concerned be an Income tax payer
- d. In case the reinstatement of the Government servant has been ordered by the Court on account of the relevant administrative action having been found to be defective the Committee should also give their findings.

- i) as to which officers were responsible for that defectiveness of administrative action and
- ii) as to whether any and what part of the amount payable to the Government servant by way of net salary for the period of his absence from duty might justifiably be recovered from such officers. The recovery from such officers will of course follow departmental proceedings under the Government Servants (Efficiency and Discipline) Rules 1960.

3. The above instructions do not apply to cases in which Government servants are reinstated as a result of acceptance of appeals by departmental appellate authorities which will continue to be regulated by the provisions of FR-54 as hitherto.

No.FD(R)VI-14/71 Dated 7th September 1973

Subject: **REINSTATEMENT OF GOVERNMENT SERVANTS/
CORPORATION EMPLOYEES UNDER MARTIAL
LAW ORDER NO.23**

The intervening period between the compulsory retirement and re-instatement under MLO-23 of the Government Servants has already been treated as extraordinary leave with-out pay. This decision did not provide the intended relief to those Government of Servants who although reinstated, could not join their posts because during the intervening period they had already attained the age of superannuation. In some cases the service qualifying for pension fell short of 30 years resulting in the loss of pension to the individuals. The Government of Balochistan has therefore been pleased to decide as a special case that the intervening period in such cases which has been treated as extra ordinary leave shall be computed towards qualifying service for the propose of pension

No.FD(R)VII-1/80/1538 Dated Quetta 8th December 1980

Subject:- **REINSTATEMENT AND PAYMENT OF ARREARS ETC**

Arrangements made against the post vacated by dismissed Government Servant are required to be reversed if such Government servant is reinstated on appeal.

2. A Government servant who is acquitted honourably is entitled to full pay with the further condition that the period of absence from duty will be treated as period spent on duty

3. For further guidance, Administrative Department is requested to consult the provision made on this behalf under FR-54.

No.FD(R)VIII-2/87/-838 Dated Quetta the 8th February, 1987

Subject: **APPLICATION OF ACCOUNTS ASSISTANT FOR RE-INSTATEMENT
INSTEAD OF RE-APPOINTMENT AND PAYMENT OF ARREARS OF
PAY ETC**

If the individual was honorably acquitted, then order for his re-instatement instead of re-employment had to be issued. A perusal of revised order issued by Director Small Industries does not show whether the individual has been acquitted honorably or not. If so, then why the period in question i.e 14.5.1976 to 23.7.1977 has been treated on leave. On honorable acquittal an individual is re-instated and whole of the period is treated as on duty under F.R-54.

No.FD(R)VIII-2/1993/193 Dated Quetta 21st January 1993

Subject: **RE-INSTATEMENT IN SERVICE OF EX-SOCIAL WELFARE OFFICER**

That Finance Department also supports the proposal of S&GAD as the official has remained absconded during the period in question and did not work. As such he is not eligible for any salary etc, pertaining to the said period

No.FD(R)X-2/92-93/917 Dated Quetta 2nd July 1993

Subject: **APPEAL AGAINST ORDER ISSUED**

The incumbent was arrested on charge with offence u/s 302 PPC as a result of which he was awarded imprisonment for 25 years R.1 and fine of Rs. one lac. The convict preferred an appeal before the Honorable High Court which was dismissed. The Honorable High Court in Revision Petition filed by the complainant party for enhancement of sentence, converted the life imprisonment into death penalty. The accused thereafter entered into compromise with the aggrieved party.

2. With this back-ground of the case the Administrative Department failed to take departmental action against him under E&D rules. Acquittal of an accused Civil Servants in criminal proceedings shall not bar disciplinary action against him on the same facts. It has been substantiated that the incumbent committed murder. The department was duty bound to take disciplinary action. Instead the Department has requested to accord concurrence for back benefits to the said official who has been re-instated in service which is rejected.

No.FD(R-I)VIII-2/2002/927 Dated Quetta 15th October,2002

Subject: **RE-INSTATEMENT IN SERVICE.**

That the justification given by the Department in the summary for adjustment/re-instatement of Project employee i.e Ex-Research Assistant (B16) of the defunct project i.e Balochistan Natural Resources Management is not appropriate on the ground that the same is against the policy of Government circulated vide Finance Department's Letter No. D(R-I)III-11/Vol/XII/2004/259-385 Dated 13th January,2004.

2. Secondly the policy with regard to standard terms and condition for recruitments of the project employees circulated vide No. FD(R-I)III-11/VOL-XII/2004/359-458 dated 19th January,2004 has further clarified that the tenure of appointment shall be restricted to the period of Project only and Project employees shall not get any right of appointment in the new phase of the project or in any other project or on any regular post under the Government except through the procedure prescribed for those appointments.

3. Keeping in view the circumstances explained above the Finance Department does not agree with the proposal for creation of a post for re-instatement of the Project employee.

No.FD(R-I)VIII-2/2006/1198 Dated Quetta 17th July 2006

SECTION-8

RELAXATIONS
(695 - 696)

Subject:- **DRAW OF PAY/PENSION IN ADVANCE BY NON-GAZETTED PENSIONERS ON THE EVE OF EID-UL-FITR,1968**

That in case a religious festival falls during the last 10 days of a month half of the pay and allowances of that month as admissible can be drawn in advance and disbursed to Non-Gazetted Provincial Government Servants drawing basic pay upto Rs.630/- P.M and belonging to the community observing the festival. In similar circumstances all Non Gazetted pensioners of the Provincial Government can draw half of their pension in advance.

2. Depending upon the visibility of the moon Eid-ul-Fitr would fall either on 21st December,1968 or on 22nd December,1968.If it falls on 22nd December,1968 the concession is automatically available to the Non-Gazetted servants and Non-Gazetted Pensioners of the Provincial Government in the light of the orders/instructions quoted above. In case Eid-ul-Fitr falls on 21st December, 1968 the Government Servants and Pensioners concerned would not be able to avail of the concession as December is a month of 31 days. However, to avoid hardship to them the Governor of West Pakistan is pleased to order that if Eid-ul-Fitr falls on 21st December 1968 the concession shall be allowed in relaxation of the orders/instructions on the subject.

No.(A&A)-4/61(Vol-II) Dated Lahore the 16th December,1968 (Government of West Pakistan Finance Deptt)

NOTIFICATION

In pursuance of the provision contained in Rule 14 of the Balochistan (Non Gazetted) Civil Services (Pay Revision Rules, 1972, the Governor of Balochistan is pleased to grant general relaxation of Rule 9(1) (b) of the aforesaid rules in favour of Peons who are promoted as Daftris and to direct that while fixing their pay as Daftris in the relevant Balochistan Pay Scale NO.1 viz Rs.100-2-116/3-140 they should be allowed additionally one increment in the said Pay Scale.

No.FD(R)III-35/72 Dated Quetta 25th October 1972

NOTIFICATION

Under Rule 16 of the Balochistan Education Department (Non Gazetted teaching staff) (National Scale of Pay) Rules 1975 the condition of qualification of “Middle Passed” appearing against serial No.1 v is hereby relaxed in favour of the existing Drill Masters who are Ex-service men and have been appointed on or before 26.4.1975

No.FD(R)VII-13/75 Dated Quetta 8TH December1975

NOTIFICATION

In partial modification of this department Notification of even number dated 20th October, 1975 the Government of Balochistan is pleased to relax the condition of training and not the academic qualifications prescribed at the time of recruitment in the case of J.V.T^s provided that such training is received subsequently but before 1.7.1970

2. No arrears in such cases shall be admissible upto 1.7.1976

No.FD(R)VII-13/76 Dated Quetta 11th January 1976

Subject:- **GRANT OF GRADE 20 TO PROFESSORS OF BMC**

The Professors of Bolan Medical Collage have been allowed grade 20 provided they fulfill following conditions:-

- i. Post graduate degree in the respective subject.
- ii. Two years teaching experience as Associate Professor in the specialty or five years teaching experience as an Assistant professor in the specialty

The condition of 15 years length of service for the draw of pay in grade 20 in the case of doctors be considered as relaxed.

No.FD(R)III-40/81 Dated Quetta 21ST October 1981

Subject:- **RELAXATION OF CTR 289**

Bills on account of telephones/electricity and Gas charges for the months of April, May & June, are sometimes received late. As a result the concerned departments are not able to make payments thereof during the same financial year. They are thus compelled to seek relaxation of C.T.-289 from the Government in the Finance Department.

2. In order to avoid the delay caused in such circumstances, it has been decided to delegate the powers of relaxing C.T.R-289 to the Administrative Secretaries in respect of payments regarding telephones/electricity/gas bills for the months of April, May and June of the preceding financial year.

3. The Departments would of course be empowered to make payments subject to the availability of funds under the relevant sub heads during the financial year in which the payments are actually made.

No.FD(R)VIII-2/82 Dated Quetta 1st February 1982

Subject:- **RELAXATION OF CTR 289**

It has been decided to delegate the powers of relaxation of C.T.-289 to all Drawing and Disbursing Officers in Balochistan, in respect of arrears on account of telephone bills/ electricity bills these powers are veiled till 30.6.1982 subject to the following conditions:-

1. That bill has been verified as genuine.
2. That private bills (e.g for residential telephones beyond prescribed limits/ residential electricity bills are not paid by the department)

No.FD(R)VIII-2/82 Dated Quetta 22ND May, 1982

Subject:- **B-11 TO SUB - INSPECTORS**

The point at serial No.4 under the heading “ Police Department” of Annex-II appended to this Department circular letter NO. FD(R)III(40-41)/83 dated 27th August,1983 and to state that the condition of graduation for the grant of B-11 laid down therein stands waived for promotee Sub Inspectors

No.FD(R)III-40/83 Dated Quetta 22nd December 1983

ORDER

The Government of Balochistan has decided to relax the condition of “passing of the departmental examination” laid down in this department order of even No. dated 7th November, 1984 in favour of those Draftsman (including Chief Draftsman Circle Head Draftsman and Divisional Head Draftsmen) who are Diploma Holders and have rendered 10 years service as such on the date of issue of the orders referred to above

No.FD(R)III-35/85-DE Dated Quetta 15th August,1985

Subject:- **RELAXATION OF AGE LIMIT.**

The relaxation of age limit is a service matter. Therefore the same may be referred to the Services & General Administration Department.

No.FD(R)III-40/83 Dated Quetta 22nd December 1983

NOTIFICATION

In exercise of powers conferred under Rule 11 of the Balochistan Subordinate Treasury Accounts Service Rules 1982 the Government of Balochistan is pleased to relax the educational qualification in favour of Accounts Clerks and to allow them B-11 in the re-designated post of Sub Accountant with effect from 1-3-1985 with financial befits.

2. All the Accounts Clerks are also allowed to count their past services towards seniority in the said post of Sub Accountant.

No (SOV)1-22(III)87-2099-2139 Dated Quetta the 8th June,1987

ORDER

The Government of Balochistan has decided to relax the condition of “passing of the departmental examination” laid down in this department’s order of even No. dated 3rd January, 1982 in favour of those Diploma Holders who have rendered 10 years service to the extent of grant of Selection grade B-16 subject to the condition that next increment in the pay scale will not be granted till the concerned officials has duly qualified the prescribed departmental examination.

No.FD(R)III-35/88-DE/DM/ Dated Quetta 29th March1988

ORDER

In continuation of this Department’s orders of even number dated the 27th November 1984 the Government of Balochistan is pleased to relax the condition of Diploma for the grant of B-16 to Draftsmen on existing terms and conditions.

2 These order will be deemed to have taken effect from 27.11.1984 and apply to all those Draftsmen who were in service on or before that date as such

No.FD(R)III-35/-DE/DM/88/1709-18 Dated Quetta 2nd June.88.

Subject:- **EXEMPTION FROM DEPARTMENTAL EXAMINATION - CASE OF DIPLOMA ENGINEERS.**

The Finance Department had relaxed the condition of passing of departmental examination and the Sub-Engineers were allowed B-16 but the draw of increment in that scale was linked with the condition of passing of departmental examination. Now the Department has recommended for relaxation of this condition as well which is presumably a mandatory provision in the relevant Service Rules. Therefore the order of the Chief

Secretary may be considered by the S&GAD or Rules Sub Committee and condition of passing of departmental examination as prescribed in the Service Rules be relaxed /deleted so that the Sub Engineers be allowed increment with- out passing of examination .

No.FD(R)III-35/88/DE/DM/III/431 Dated Quetta 21ST January 1989

ORDER

The Government of Balochistan has decided to relax the condition of passing of Departmental Examination for grant of next increment in B-16 as laid down in this department's order of even number dated 29th March, 1988.

No.FD(R)III-35/-DE/2593-2620 Dated Quetta 2nd June,1989.

Subject:- **CONDITIONS FOR RELAXATION**

Relaxation is resorted to save an individual from hardship only. There is absolutely no hardship involved if an individual cannot be promoted or allowed move- over to next higher scale for reasons of his indifferent record

No.FD(R)III-40/89-MO Dated Quetta 23rd October,1989.

Subject:- **RELAXATION OF CTR 289**

That at times Administrative Departments refer the cases of adjustment of expenditure in relaxation of C.T.R 289 to this department. Now it has been decided that adjustment of expenditure for the previous year upto a total of Rs.100,00/- (One lac) may be made by the Administrative Departments themselves without making reference to the Finance Department. However, where the amount exceeds a total of Rs.100,000/- the matter may be referred to Finance Department for consideration. Such relaxations are admissible only for expenditure incurred during the previous financial year. For instance, presently the relaxation is admissible only for expenditure incurred in 1991-92.

No.FD(R)VIII-/92/3571-3677 Dated Quetta 26th October 1992

Subject:- **RELAXATION OF B.ED QUALIFICATION**

That Finance Department agrees to the proposals of relaxation of B.Ed qualification for appointment of SSTs for three years with immediate effect provided that:-

- i. This relaxation will be admissible only for the following areas of Balochistan where suitable B.Ed qualified teachers are not available;
 - a. District Pishin except Pishin Town
 - b. District Chagi except Nushki Town
 - c. District Loralai except Loralai Town
 - d. District Zhob except Zhob Town
 - e. District Killa Saifullah except Killa Saifullah Town
- ii. This relaxation will be only for three years.
- iii. Selected teachers will be required to join B.Ed classes within one year and they will remain on probation till they clear examination of B.Ed

No.FD(R)VIII-13/1993/2066 Dated Quetta 12th August, 1993

Subject:- **RELAXATION OF LOWER AGE LIMIT**

That service rendered by a Government Servants before attaining the age which is prescribed under the Service Rules for that post is not treated as service qualifying for pension

No.FD(R)VII-1/Vol:XV/979-1128 Dated Quetta 10th December1996

Subject:- **PAYMENT - INSTALLMENT FOR RECOVERY OF DUES**

1. There is no provision in the Excise & Taxation Act/ Law to allow installments for recovery of Government dues.
2. The Finance Department is of the view that grant of such relaxation to Liquor Shop Owners at Hub, Khuzdar Quetta and Nasirabad with regard to recovery of Government dues will set a bad precedent and others defaulters will also approach for this kind of relaxation which will affect the Government revenue targets.

3. However, to avoid sinking of such dues permanently some relaxation in the shape of installment would create chances of recovery. Rigidity works when strict application of rules is possible. Finance Department supports the move to avoid complete denial.

Endorsement No.PS/FS/4708 Dated 17-10-2005

Subject:- **DELEGATION OF POWERS TO RELAX BAN ON PURCHASE OF DURABLE GOODS FOR THE FOREIGN AIDED FEDERAL PROJECTS TO THE CHIEF SECRETARY/ADMINISTRATIVE SECRETARIES.**

The Competent Authority is pleased to exempt the foreign aided Federal Projects from ban on purchase of durable good provided the PC-I clearly speaks of such items

No.FD(SO-COORD):4-1/2003/07-67 Dated Quetta 7th January , 2006.

SECTION-9

RENT FREE ACCOMMODATION
(705 - 706)

Subject: **CONCESSION OF RENT FREE ACCOMMODATION TO GOVERNMENT SERVANTS IN THE FORMER BALOCHISTAN STATE UNION.**

The concession of Rent Free Accommodation or house rent in lieu thereof was allowed in the former Balochistan States Union (B.S.U) for the reason that the salaries were low. The pay scales for gazetted services and non gazetted establishment have since been rationalized and unified with effect from the 14th October, 1955. Further compensatory allowance has been sanctioned by the Government servants posted to unattractive areas including Kalat Division etc under FD's letter No.FE(A)VI-73/55-251/59 dated 12.3.1959. Government considers that with the removal of disparity in pay scales and the grant of compensatory allowance there is now no justification to allow Rent Free Accommodation or house rent in lieu thereof to the staff serving in former BSU.

2. In circumstances explained the orders contained in F.D^s letter No. (a)2129/57 Dated the 28th January,1958 are hereby withdrawn. The concession of rent free accommodation or house rent in lieu thereof at the rates and subject to the conditions at which it was admissible on the eve of integration will, however, continue to be allowed to those Government servants who opt in favour of the existing pay scales of the former B.S.U as defined in West Pakistan (Non-gazetted) Civil Services pay revision Rules 1959 issued with F.D Notification No.FDI(PR)-18-16/59(772) dated the 30th May,1959

No.1192-PR-59 Dated Lahore 21.7.1959 (Govt of West Pakistan) Finance Department

Subject: **CONCESSION OF RENT FREE ACCOMMODATION TO GOVERNMENT SERVANTS IN THE FORMER BALOCHISTAN STATE UNION**

It has come to the notice of the Government that some Government servants appointed by the former Balochistan States Union are still enjoying rent free accommodation and no house rent is being deducted from their salaries in lieu of Government accommodation provided to them. This concession was allowed to the former Balochistan States Union's employees for the reason that their salaries were low. The pay scales for gazetted service and non gazetted establishment have since been rationalized and unified with effect from the 14th October,1955 and also compensatory allowance was sanctioned by the Government West Pakistan in order to remove the disparity and bring these employees at par with other Government servants in West Pakistan. Keeping all these factors in view the Government of West Pakistan had decided to discontinue this concession vide letter No.1192PR-59 dated 21-

7-1959 and the orders contained in F.Ds letter No.BOE(A)2129/57 dated 8.1.1958 were withdrawn. It is requested to kindly ensure that the orders contained in the above referred letter are carried out and that house rent is being recovered regularly from the salaries of the Government servants who are provided with Government accommodation. If the house rent has not been recovered from any Government servant the same may now be recovered from the date from which the Government servant had opted/drawn the unified pay scale/compensatory allowance.

2. The concession of rent free accommodation or house rent in lieu thereof at the rates and subject to the conditions at which it was admissible on the eve of integration will however continue to be allowed to those Government servants who are drawing their salaries and allowances in the existing pay scales of the former Balochistan States Union as defined in West Pakistan (Non-gazetted) Civil Services Pay Revision Rules 1959.

No.FD(R)II-5/70 Dated Quetta the 25th March,1972

Subject: **ADMISSIBILITY OF RENT FREE ACCOMMODATION WITH FREE ELECTRICITY/SUI GAS.**

That the above mentioned subject facilities are not admissible to the Private Secretary to Chief Minister.

No.FD(R)II-5/88 Dated Quetta the 3rd September,1988

Subject: **RENT FREE ACCOMMODATION THE EMPLOYEES ANIMAL HUSBANDRY HOSPITALS AND DISPENSARIES**

None of the staff is exempted from payment of prescribed rate of House Rent if they are provided with Government residential Accommodation.

No.FD(R)II-5/89/1553 Dated Quetta the 18th April,1989

Subject: **CHARTER OF DEMANDS OF BALOCHISTAN COLLEGE TEACHER FEDERATIONS**

The Finance Department agrees to the following :-

1. Enhancement of remuneration for taking additional classes from Rs.1000/ p.m to 1200/ p.m
2. To provide free accommodation to principals of the Colleges living on the Campuses/within the Colleges premises.

No.FD(R)VII-12/1993/1558 Dated Quetta the 30th May,1993

SECTION-10

REORGANIZATION
(709 - 710)

Subject: **STAFF FOR COMMISSIONERS OF DIVISION**

That the proposals received from the Commissioners/Additional Commissioners-in-charge of Divisions for increase in staff for their offices over and above the strength of establishment laid down in Appendix XIII of the Report of the Council of Administration have been given careful consideration, but the conclusion reached is that there is no justification for any increase. The area of the Commissioners Divisions has been reduced in some cases by nearly one third. The increase in the powers and responsibilities of the Commissioners after integration has not necessarily resulted in increase in the volume of work because whereas they, in the pre-integration period used to forward cases for decision to Govt., they will now be competent to passed final orders themselves, as a result of wider delegation of powers. This would tend to reduce correspondence between the Commissioners and the Govt.: Further even though in most of the charges the area of jurisdiction has been reduced the Commissioners in the new set up have been strengthened by the provision of Additional/Assistant Commissioners to help them in the discharge of their administrative functions. It has therefore been decided that no increase be allowed in the ministerial establishment sanctioned in the council's report.

2. Sanction of the Govt of West Pakistan is conveyed to the creation of the posts for the offices of the Commissioners/Additional Commissioners-in-charge of Divisions. The posts shall be deemed to have sanctioned with effect from the 14th October, 1955 but tenable from the date (s) from which they were actually filled.

3. The establishment in the offices of the Commissioners falls in three categories:

- Establishment belonging to the former Secretariat's of the integrating Units which has been absorbed in the offices of the Commissioners.
- Establishment already serving in the Commissioners offices prior to the integration and
- Establishment recruited directly after the integration

4. A permanent official of one of the former Secretariat's or an official who was officiating against a permanent Secretariat post in a clear vacancy when appointed in the office of the Commissioner will be entitled to substantive or officiating pay as the case may be drawn by him in the Secretariat. He will also be entitled to draw Secretariat Scales

of pay on promotion provided that if any such official has been posted to a lower post at his own request he shall be allowed only the Secretariat scale of his unit of origin for the corresponding post.

No.17/SGA(E)/55 Dated Lahore the 17th July 1956 (Govt of West Pakistan)

Subject: **REORGANIZATION OF TREASURIES/SUB TREASURIES IN WEST PAKISTAN**

In accordance with the provision of the West Pakistan Subordinate Treasury & Accounts Service Rules,1962 the Commissioner of the Division is the appointing authority in respect of the staff for Treasuries in his division. Posts in the new service have been created, vide orders conveyed under Finance Department letter of even No. dated the 6th September, 1962. The existing staff working in the Treasuries/Sub Treasuries having the requisite qualifications as laid down in the Service Rules may be given preference for appointment to post in the new Service. In case the required number of posts cannot be filled form amongst the existing personnel, persons serving in the Revenue department and having the required experience may be appointed. Initial recruitment of Graduates in the post of Account Clerks is also permissible. The existing staff working in Treasuries may be allowed to indicate their choice for being absorbed in the new Service. The pay of the existing staff absorbed in the new service will be fixed in the pay scales notified in Finance Department Notification No.1 (PR) Try1-1/62dated the 1st March 1962 from the 7th May, 1962 the date on which the rules were notified in the case of others from the date of appointment.

2. The above action should be completed by the 31st October, 1962 and necessary information furnished to Finance Department.

3. Instructions regarding Departmental Examination and training will follow separately

No.S.O(Try)/Fin/42/62 Dated Lahore the 6th September 1962 (Govt of West Pakistan

SECTION-11

REVENUE GENERATION
(713 - 714)

Subject:- **REVENUE GENERATION EFFORTS FOR THE YEAR 2005-06.**

The financial year 2004-2005 is almost over. With the active support and cooperation of all Administrative Department, Finance Department succeeded in meeting revenue targets fixed for the financial year. But compared to any other province Balochistan still trails behind in percentage terms. Provincial own revenues are only 5% of total revenues.

2. Balochistan as a province is blessed with bounties of nature. We are blessed with hard working and talented human resources, rich mineral, potential and fertile land and valleys. We are second to none when it comes to resources potentials. What is needed is harnessing these potential resources and better and scientific management of these resources, so that the masses can make use of this hidden wealth.

3. Finance Department seeks your cooperation, which has always been there, to launch a concerted campaign to identify tap and uncover these potentials. We are first going to identify existing tax and non-tax revenue like all taxes, fee, duties, cess and charges which are currently in force in various departments so that our books are updated. For this we would like administrative Departments to provide a list of such taxes, duties, fee etc. in with your comments whether these duties, taxes are rational, on lower side or exorbitant having negative effect on payee.

4. Second, identify areas where there is some space and duties can be levied without having biting effects on potential payees. Also suggest rational rates so that possibilities of new levies are explored.

5. Last but not the least we would request all administrative Departments to pay a little more attention in realization of actual revenues and its timely transfer to account No.1 (Non-Food). Personal involvement of administrative secretaries would do wonders and that will be a service to the province.

6. It is requested to kindly provide receipt budget details as mentioned below:-

- i. Name of Tax.
- ii. Rate of Tax.
- iii. Nature of Tax.

No.FD(SOI)4(5)2004-2005/5000, Dated Quetta the 18th June, 2005.

CHAPTER-IV

SECTION-1

SALARY IN ADVANCE (717 - 718)

Subject:- **ARRANGEMENTS FOR FINANCING EXPENDITURE AND PAYMENT OF SALARIES AND ALLOWANCES TO GOVERNMENT SERVANTS IN WEST PAKISTAN PROVINCE.**

To ensure continuance of existing services and to make arrangements for financing of necessary expenditure on the establishment of West Pakistan Province, it has been decided to ensure the following directions :-

PAYMENT OF SALARIES.

- i) Those Government servants, who are not transferred on the inauguration of West Pakistan Province and continue to serve at the place at which they were posted, will continue to receive their pays and allowances in accordance with the existing sanctions.
- ii) Those government servants, who are transferred on or after the inauguration of West Pakistan Province from one post to another post in the same area (i.e. the former jurisdiction of the integration Province or State) should continue to draw their pays and allowances in accordance with the rules prevalent in the area before that date.

No.8291-B-55-60191. Dated Lahore the 14th Oct: 1955 (Government of West Pakistan Finance Department).

Subject:- **PROVINCIAL ASSEMBLY RESOLUTION NO.25.**

Salary in advance is allowed on the occasion of Eids, Easter and Christmas. No proposal has ever been received to allow pay in advance on the eve of Dewali or Holee. As and when a proposal is received the Finance Department would consider the same. So far as the holidays on the eve of Dewali and Holee is concerned, it is the subject matter of S&GAD.

No.FD(R)VI-9/98-2550, Dated Quetta the 27th August, 1997

SECTION-2

SALES TAX
(721 - 722)

Subject:- **SALES TAX ON SUPPLIES TO GOVERNMENT DEPARTMENT .**

It is stated that the Assistant Collector Sales Tax, Government of Pakistan, Custom House Quetta has been instructed by the CBR that the amount of sales tax shall be deducted from the bills pending in the different Accounts Offices responsible for releasing payment on supplies to Government departments.

2. It is requested that your subordinate office my please be instructed to ensure that the supplies to all the government departments are made by person registered with the sales tax department against valid tax invoices.

3. It is further requested that they may also be directed to deduct the amount of the sales tax at the rate 15% from the pending bills and remit to the sales tax account No.0220000 through separate cross cheque under intimation to Customs House Quetta. Brief containing relevant provision of law is reproduced below:-

BRIEF

- a. As per budget instructions effective July, 01, 1998 supplies to all government, semi government department, defence departments all autonomous bodies authorized to deduct advance income tax under section 50(4) of income tax ordinance are to be made by registered persons against prescribed sales tax invoices.
- b. There is no turn-over limit for supplies. Registration is compulsory for this category.
- c. Suppliers have to include the sales tax component in the value of supplies and deposit it alongwith his own return-com-payment challan.

FOR THE CONTRACTS ENTERED INTO BEFORE JULY 01, 1998

1. If the contracts for taxable supplies were made prior to July 01, 1998 but the contracts included all duties and taxes, supplier is responsible for payment of sales tax. The same schedule the deducted by the relevant account office from their pending bills and credited to the collector, sales tax Head of Account 0220000 in NBP.

2. If the contract price did not include all duties and taxes, provisions of Section 64-A of sales of goods Act 1930. This section stipulates that whenever a new levy comes into force, the contract prices will be revised to include the incidence of new levy.

Hence, the concerned government department should revise the contract prices and pay the differential.

3. Rate of sales tax applicable from 01-07-98 to 01-12-98 was 12.5% and 01-12-98 onward it is 15%. All the deductions are to be made accordingly.

4. In cases of supplies where contracts were made prior to 01-12-98 but supplies were made after 01-12-98, the difference in tax rate will be covered as per section 64-A of sales of goods Act 1930.

	<u>PERIOD OF TAX.</u>	<u>RATE OF TAX.</u>
i)	01-07-98 to 30-11-98	12.5%
ii)	01-12-98 onwards	15%

INFORMATION TO BE SUPPLIED TO SALES TAX COLLECTORATE.

1. Name and address of supplier
2. NTN of supplier, if any
3. Sales Tax registration No. if any.
4. Name and address of buyer.
5. Value of supplies of sales taxable goods.
6. Amount of sales tax deducted.
7. Cheque, draft No. through which amount was remitted to the collectorate.

EXEMPT SUPPLIES.

In cases of supplies goods exempted from sales tax, no deduction is to be made.

FOR FUTURE.

All the government bodies/autonomous corporations should be advised by the concerned accounts offices to obtain supplies only from registered persons against valid tax invoices. Bills of supplies from un-registered persons should be rejected.

Subject :- **LEVY/COLLECTION OF SALES TAX BY GOVERNMENTS (AT SOURCE) DEPARTMENTS UNDER THE SALES TAX ACTM, 1990.**

Copy of letter No.8-ST/S-PHD/QTA/99/1739, dated 21st February, 2001 received from Assistant Collector (Sales Tax) Government of Pakistan, Collectorate of Customs Sales Tax and Central Excise House Quetta is hereby reproduced below.

2. It is requested that the same letter may kindly be circulated to concerned subordinate offices working under your kind control for strict compliance.

“All the government contractors/suppliers/Builders engaged in taxable supplies or rendering such services to the government Departments are liable to charge and pay Sales Tax and required to file monthly Sales Tax Returns under the provision of Section 8,6 and 26 of the Sales Tax, 1990.”

3. It has been observed that number of Government Departments is entertaining the claims of above referred categories without taking into account the provisions of Sales Tax Act, 1990. Likewise majority of these categories still remain un-registered and escape the tax net. It is therefore, pertinent to replace the prevailing old-age practice of non-levy of Sales Tax and take concrete efforts to implement the provisions of law in latter and sprit. Accordingly, all heads of Departments are requested to kindly ensure the following requirement of law *ibid*, while processing their claims viz:

1. Registration under section 14 of the Sales Tax Act, 1990
2. Acquire relevant invoice containing details of work/value and Sales Tax charges.
3. To entertain claims of firms/individuals duly registered under the Sales Tax Act, 1990. However, un-registered persons may be directed to obtain Sales Tax Registration from the respective Collect orate.
4. In the perspective position, all the heads of Departments may also kindly be asked to provide lists of registered as well as un-registered persons/firms enlisted with them.
5. It may also kindly be ensured that while floating tenders through press, condition with regard to Sales Tax registration is complied with.
6. This may kindly be circulated to all the heads of Department falling under your administrative control”

Subject:- **PURCHASE OF GOODS ISSUANCE OF SALES TAX INVOICE BY MANUFACTURES/IMPORTERS/SUPPLIERS.**

Reference letter No.08/ST/Qta/S-PHT/99-2001/355, dated 12th March, 2002 received from Office of the Assistant Collector Sales Tax Government of Pakistan, Quetta is reproduced for further necessary action.

“It has come to the notice of the Sales Tax Department, that despite clarification issued by the Central Board of Revenues vide its letter of even No. dated 27-1-2001, and the circulation of the decision of the Federal Government in the Sales Tax Act, 1990 in 1998 (budget instruction) requiring all Government, Semi-Government, Defence Departments, and autonomous corporations, DFT^s, Limited companies and other institutions authorized to make deduction of advance income tax at source under section 50(4) of the income tax ordinance 1979 to purchase sales taxable goods only from registered persons under valid sales tax invoices and payment of sales tax, some of these organizations, are still not complying with the law.

2. It is therefore again clarified that.
 1. By virtue of the Cabinet divisions circulation vide F.5(1)TR.I/96, dated 23-5-1998. All Government Departments and organizations are required to purchase taxable goods only from a registered persons/Contractor (registered in the category of wholesalers) against a prescribed sales tax invoices and payment of sales tax. The registration status of any supplier can be confirmed by demanding sales tax registration certificate.
 2. If purchases have been made in the above circumstances, no deduction of sales tax at source is to be made by the purchasing department/org. as the amount of sales tax is to be deposited in the bank by the registered supplier through their monthly returns on account of sales tax department.
 3. It may be made sure that the rates regarding sales taxable goods, quoted in the tenders by the concerned Departments should be inclusive of sales tax at the rate of 15% or as the case may be. So that the sales tax therein would be payable by contractors/suppliers, on account, to the sales tax department.
 4. Accordingly all heads of concerned Departments may kindly be asked to comply of the law *ibid*, while processing claims of supply and contractors under intimation to this office.
3. This may kindly be circulated to all the heads and field formations falling under your administrative control”

SECTION-3

**SCHOLARSHIP/STIPEND
(FOREIGN SCHOLARSHIP)
(727 - 728)**

ORDER.

The Government of Balochistan has decided to increase the stipend to the House Job Doctors from Rs.900/- per month to Rs.1250/- per month with effect from 1-1-1986.

No.FD(R)II-17/86-652-57. Dated Quetta the 12th March, 1986

ORDER.

In continuation of this Department's orders of even No.dated 12th March, 1986, the Government of Balochistan has decided to increase the stipend to the House Job doctors from Rs.1250/- per month to Rs.1500/- per month with immediate effect.

No.FD(R)II-17/87/867-72. Dated Quetta the 12th February, 1987

Subject :- STIPEND TO SHORT HANDS/TYPING STUDENTS.

In order to generate a source for availability of stenographers, the Government of Balochistan has decided to allow a stipend of Rs.200/- p.m. to those local/domiciled students who would take admission in the Government Commercial Institute Quetta for learning shorthand/typing.

2. Education Department/Principal of the Institution shall ensure that those students who are allowed stipend would complete the training successfully within the specified period otherwise they would have to refund the amount of stipend.

Necessary policy may be formulated for regulating grant of stipend to the eligible students. A copy of such policy may be furnished to this Department.

No.FD(R)III-24/87/1280-84. Dated Quetta the 24th February, 1987.

ORDER .

In continuation of this Departments order of even number dated 12-2-1987, it has been decided to enhance the stipend of the House Job Doctors from Rs.1250/- to Rs.1500/- (Fifteen hundred) with effect 1-12-1986, instead of 12-2-1987.

No.FD(R)II-17/86, Dated Quetta the 11th June, 1987.

ORDER .

The Government of Balochistan has decided to allow scholarship @ Rs.250/- per month to the in-service Field Assistants undergoing training at the Agriculture Training Institute Baleli.

These orders will take immediate effect.

No.Fd(R)X-2/87-570-30, Dated Quetta the 15th November, 1987.

Subject:- **TERMS OF RECIPIENTS OF FOREIGN SCHOLARSHIPS
ADVERTISED BY THE DONOR AGENCIES.**

At present deputation terms are allowed by the Provincial government to:-

- (a) Officers who are selected by the Federal Government under the Central Overseas Scholarships and.
- (b) Officers who proceed on a training programme under any Technical Assistant Programme and have been cleared by the Provincial Special Services Board/Departmental Committee/chief secretary.

2. In case, however, where the scholarships are advertised by the agencies and the applications of the candidates are duly processed and routed through the concerned departments, the deputation terms are not allowed. The issue has been examined and it has been decided that Government servant getting foreign scholarships through advertised

programmes may be allowed deputation terms subject to the following conditions being fulfilled and certified by the administrative Department.

- i) That the application for selection is routed through proper channel i.e the Administrative Department.
- ii) That the facility directly relates to the discipline of his professional field.
- iii) That the selectee is not being processed against under E&D Rules etc.
- iv) That the selectee is not an ad-hoc employee nor employed on contract.
- v) That the facility does not involve employment of any kind.

No.FD(R)X-2/88/3277-3317. Dated Quetta the 9th August, 1988.

Subject :- **INCREASE IN HOUSE OFFICER STIPEND AND HOUSE RENT ALLOWANCE.**

The Finance Department agrees to the enhancement of stipend from Rs.1500/- to Rs.1750/- P.M in case of House Officer of Health Department with immediate effect. As to increase in house rent the proposal is not agreeable.

No.FD(R)II-27/87/795. Dated Quetta the 2nd March, 1989.

Subject :- **INCREASE IN HOUSE JOB OFFICER IN STIPEND AND HOUSE RENT ALLOWANCE.**

The Finance Department agrees to the enhancement of stipend for the House Job Doctors from Rs.1750/- p.m. to Rs.2000/-p.m. with immediate effect. As to increase in house rent the proposal is not agreeable.

No.FD(R)II-27/91/5280.Dated Quetta the 14th Nov. 1991.

Subject :- **ENHANCEMENT OF STIPEND OF DOCTORS PERFORMING HOUSE JOB.**

In Balochistan House Job Doctors are allowed Rs.2000/-p.m as stipend and Rs.1000/-p.m as accommodation allowance. The request for the enhancement of the said stipend for House Job Doctors was received in the Finance Department and after thorough examination the proposal was rejected.

No.FD(R)II-27/94/4199. Dated Quetta the 27th October, 1994.

Subject :- **REVISED RATES HEALTH TECHNICAL STUDENTS.**

The Finance Department agrees to allow the stipend to the Staff Nurses, Medical Technicians, Lady Health Visitor, Compounders, etc. at the minimum of respective Pay Scales of 1994

No.FD(R)VII-10/D/1410. Dated Quetta the 3rd March, 1995

Subject :- **ENHANCEMENT OF STIPEND OF HOUSE JOB CANDIDATES FROM RS. 3000/- TO 5000/-.**

The Finance Department agrees to the enhancement of stipend for the house job doctors from Rs.3000/- (Rs.2000/-+1000/-) to Rs.4000/- p.m w.e.f. 1-8-1998.

No.FD(R-II-27/98/1188-89. Dated Quetta the 1st August, 1998.

1. Stipend to house Job Doctors had not in the past necessarily been linked to the minimum of the pay scale (BPS-17) to which they may be appointed later. The position obtaining in the past is given below:-

Minimum of BPA-17 in the respective Pay Scales	Stipend Allowance allowed to house Job doctors from time to time.
Rs.900/- p.m. in pay Scale 1977	Stipend @ Rs.900/- p.m w.e.f.1-5-1977
Rs.1600/- p.m. in Pay Scale, 1983	Stipend @ Rs.1250/-p.m w.e.f 1-1-1986
Rs.2065/- p.m in Pay Scale 1987	Additional Rs.1000/- p.m sanction/in lieu of accommodation and conveyance w.e.f 1-12-1986 discontinued w.e.f 1-8-1998 when stipend was enhanced to Rs.4000/- p.m
	Stipend @ Rs.1500/- p.m. w.e.f 12-2-1987
	Stipend @ Rs.1750/- p.m w.e.f 4-5-1989
Rs.2870/- p.m in Pay Scale 1991	Stipend @ Rs.2000/- p.m w.e.f 25-11-1991
Rs.3880/-p.m in Pay Scale 1994	Stipend @ Rs.4000/- p.m w.e.f 1-8-1998. Allowance of Rs.1000/- in lieu of accommodation and conveyance discontinued.
Rs.6210/- p.m in Pay Scale 2001	Proposed the minimum of B-17 Rs.6210/- p.m by Administrative Department in favour of house job doctors.

Endorsement No.PS/ES/No.3. Dated 14-01-2003

ORDER.

The Government of Balochistan is pleased to accord sanction to the enhancement of stipend for the House Officers from 4000/- p.m to Rs.6210/- p.m with immediate effect without any other allowances.

No.SO-(B&A)H/9-49/2002/4082-84. Dated Quetta the 24th Feb: 2003

Subject:- **ENHANCEMENT OF STIPEND.**

Finance Department recommends enhancement of the rate of stipend from Rs.6210/-p.m to Rs.7140/- p.m to the House Officers, which is also the minimum of B-17 in the Pay Scales Scheme, 2005 with immediate effect without any other allowances.

Endorsement No.PS/ES/34. Dated Quetta the 02-01-2005

ORDER.

The Government of Balochistan has decided to enhance the rate of Stipend from Rs.250/- p.m to Rs.1000/- p.m (One Thousand) to the in service Field Assistants of Agriculture Department undergoing training at the Agriculture institute.

2. The Government of Balochistan has further decided to allow Rs.1000/- (One Thousand) per academic session for books to the above mentioned trainees.

These orders will take immediate effect.

No.FD(R-I)X-2/05/. Dated Quetta the 12th September, 2005

SECTION-4

**SECRETARIAT SCALES OF PAY
(MINISTERIAL STAFF)**

(735 - 736)

Subject:- **MINISTERIAL STAFF IN BALOCHISTAN.**

It may be explained at the outset that the Ministerial staff in Balochistan apart from posts like Care Taker, Daftari, Peons etc, consist of

- (i) Superintendent in the scale of Rs.250-20-350-E.B.20-250.
- (ii) Two posts of personal Assistants (Stenographers to the Agent to the Governor General in Balochistan and the Revenue Commissioner in Balochistan in the grade of Rs.200-15-290-15-380-EB-20-400.
- (iii) Senior Assistants in the scale of Rs.120-8-200-EB25/2-225.
- (iv) Junior Assistants in the scale of Rs.72-4-EB-5-130.

There are no other scales or posts. Stenographer either Senior Assistants or Junior Assistants. Stenographers who are senior Assistants, received a Stenographer allowance of Rs.30/- addition to their basic pay and stenographer who are Junior Assistants, receive a special pay of Rs.15/-as Stenography allowance.

3. There is no separate Ministerial cadre for the staff employed in the Secretariat. The Ministerial staff, where in the Secretariat or in the other offices such as Health a Agricultural Directorates, District Offices etc, etc., are borne on a common cadre, draw the same scale of pay and are liable to transfer from one office to other and to the Secretariat. There is thus no distinction between the Ministerial establishment employed in the Secretariat and in the other offices under this Local Administration.

4. With the formation of one unit for West Pakistan the Secretariat as such will cease to exist and instead a Commissioner's Office will be created. The staff provided for Commissioner's Office, as given in the report of the Council of Administration also includes posts such as Assistants Superintendents, Head Assistants etc which do not exist.

5. It will be observed from that the Ministerial staff in this Province presents certain peculiarities. That certain persons are at present working in the Secretariat is accidental: they might have been working in other Offices subordinates to this Local Administration. The strength of the new Commissioner office will be less than that of the present Secretariat and, therefore, there would be some surplus staff. One the other hand the P.W.D. would have to set up new offices here for which Ministerial establishment would be required.

6. It may also be observed here that under the exist terms and conditions of Service of the Ministerial Service in Balochistan members of this Service are liable to serve any where in Balochistan and even in Makran where until the formation of the Balochistan States Union and an Assistant Political Agent was posted, who worked directly under this Local Administration.

7. It may further be observed here that the Balochistan States Union has also in the past been obtaining on deputation the services of the members of the Ministerial Services of Balochistan for employment in the Balochistan States Union.

8. In view of the fact stated above it is felt than the most satisfactory method of dealing with the question of deployment of the Ministerial staff at present serving Balochistan would be as follows :-

- (i) Members of the Ministerial staff should be selected for the new Provincial Secretariat in accordance with the quota already approved for this Province.
- (ii) The Ministerial Establishment required for the Public Works Department Offices and any other office to be set up in the Quetta Division should be found from the existing Ministerial Establishment
- (iii) The commissioner Quetta and Kalat divisions should set up proposals for the deployments of the rest of the Ministerial staff in the two Divisions Take it into view the requirements of all the new office to be set up in the Kalat Division such as them offices of the commissioner, Kalat division Political Agent Kalat and Makran etc.
- (iv) The existing members of the Ministerial Services in Balochistan should continue to remain as yet present on a joint cadre. This will apply to promotion of the existing Ministerial Establishment who would not be adversely affected.

Memorandum No.E/55, Dated Quetta the 25th April, 1955 (issued by the Secretary to the Agent to the Governor General Balochistan.

Subject :- **ADOPTION OF UNIFORM SCALES OF PAY FOR THE MINISTERIAL GOVERNMENT SERVANTS IN THE SECRETARIAT AND NON-SECRETARIAL OFFICES OF ALL THE PROVINCES.**

In Balochistan and Balochistan States Union prior to the formation of Unit, there existed a Joint Cadre of Ministerial government Servants who enjoyed uniform Pay Scales and were inter transferable between the Secretariats of the Agent to the Governor General and Wazir-i-Azam, Balochistan States Union and the subordinate Offices, viz offices

of the Deputy Commissioners/Political Agents, directorates. Etc. The Joint cadres consisted of :-

S.NO.	DESIGNATION	PAY SCALE PRIOR TO ONE UNIT.
1.	Superintendents	250-20-450
2.	Senior Assistants	120-8-200/25/2-225
3.	Junior Assistants	72-4-100/5-130
4.	Stenographer	120-8-200/25/2-225+Rs.30/-
5.	Steno-typist	72-4-100/5-130+Rs.20 as Special Pay.

2. After the formation of One Unit, about 50 percent of the Secretariat Strength of Ministerial staff of Balochistan Administration and Balochistan States Union was absorbed in the West Pakistan Secretariat at Lahore, while the balance was left behind to man the newly created offices of Commissioners, Quetta and Kalat divisions and the offices of the Heads of Attached Departments.

3. The Government of West Pakistan in 1959 notified the Prescribed Pay Scale Rules through which the then Punjab Scales were allowed to Government Servants of the other Units with effect from 14th October, 1955. Keeping in view the higher prescribed pay scales most of the staff of the former Balochistan Administration and Balochistan States Union opted for the Prescribed Pay Scales. In 1962, the West Pakistan Provincial Government notified the Consolidated Pay Scales for the West Pakistan Secretariat and the Attached Departments/subordinate offices. The staff of the former Balochistan Administration and Balochistan States Union which was left behind in Quetta and Kalat Region demanded the Consolidated Pay Scales of West Pakistan Secretariat on the plea that they all belonged to a joint Cadre with uniform Pay Scales. Their demand was rejected by the then West Pakistan Government.

4. Since the formation of the new Province of Balochistan, besides their other demands the Ministerial Non-Secretariat Staff has been agitating for the removal of disparity between the Secretariat and Non-Secretariat Pay Scales. They claim that as Superintendents and Assistants they perform the same duties, in fact more arduous duties than their counterparts in the Secretariat.

5. The Government of Balochistan have examined the demand of the Non-Secretariat Ministerial Staff and have come to the conclusion that a unilateral decision would

not be appropriate because it would certainly created a repercussion on similar services in other Provinces. At present the four Provinces are adopting different policies in respect of the Pay Scales of their non-secretariat staff. Table at the end of this letter indicates the scales of Pay of Secretariat and Non-Secretariat Superintendents and Assistants adopted by the four Provinces.

6. It is proposed that for the sake of uniformity common Pay Scales be adopted by all the Provinces for the Ministerial Staff. The Punjab Pattern seems to be the most suitable where Scale No.10 has been allowed to both Secretariat and Non-Secretariat Assistants. However, in the case of Superintendents of Punjab, the disparity in Pay Scales is still maintained. It is proposed that Scale No.15 be adopted for both Secretariat and Non-Secretariat Superintendents. However, the pay scales of the present incumbents may be protected. This proposal if it is accepted may be given immediate effect so that the financial burden is minimized. Moreover this decision will not affect the seniority of any individual in their respective cadres.

7. The other Provincial Governments may kindly indicate what the financial implications will be if the above proposals are adopted. However in the case of Balochistan the additional financial liability would be approximately Rs.7 lacs per annum.

**SCALES OF PAY OF SECRETARIAT AND NON-SECRETARIAT
SUPERINTENDENTS AND ASSISTANTS IN THE FOUR PROVINCES.**

Name of Province	Scale of Sectt: Superintend	Scale of Non-Sectt: Supdt:	Pay Scale of Sectt: Assistant	Pay Scale of Non-Sectt: Assistants.
PUNJAB	400-35-750/50 1000(No.16)	275-20-375/20-475 25-600/No.11 325-25-450/25-775 25-700/No.13	250-18-340/20 440/20-540/No.10	250-18-340/20 440/20-540/No.10
SINDH	400-35-750/50 1000/No.16	275-20-375/20-475 25-600/No.11 325-25-450/25-575 25-700/No.13	275-20-375/20-475 25-600/No.11	200-12-260/15-425 (No.8)
NWFP	400-35-750/50 1000/No.16	375-25-500/30-650 35-825/No.15	275-20-375/20-475 25-600/No.11	275-20-375/20-475 25-600/No.11
BALUCHISTAN	400-35-750/50 1000/No.16	275-20-375/20-475 25-600/No.11 325-25-450/25-575 25-700/No.13	275-20-375/20-475 25-600/No.11	200-12-260/15-425/No.8

SECTION-5

SECRET SERVICE EXPENDITURE
(741 - 742)

Subject:- **SECRET SERVICE EXPENDITURE.**

According to the provisions of annexure 8 to rule 37 of the General Financial Rules Volume-I, the bills on account of Secret Service are to be submitted alongwith a certificate from the Controlling Officer, certifying that he has examined the register of Secret Service and found that the expenditure has been incurred for the purpose for which it has been sanctioned. The audit office has informed that such certificates are not forthcoming with the bills. It is to ensure that in future such certificates are recorded by the controlling officers on secret service bills before these are presented to the Audit Office/Treasury for payment.

No.Fd(R)VI-2/79. Dated Quetta the 1st October, 1979.

NOTIFICATION.

In pursuance of Item No.37 of Appendix-8 to para 130 of the General Financial Rules, the Government of Balochistan is pleased to nominate Controlling Officer for exercising general control and for conducting periodic administrative audit of Secret Service expenditure incurred by their authorized officers in respect of the following establishment :-

<u>S.No.</u>	<u>Office of</u>	<u>Authorized Officer</u>	<u>Controlling Officer.</u>
01.	Chief Ministers Sectt:	Add: Secy to Chief Minister.	Chief Minister.
02.	Governors House	Military Secretary to Governor	Chief Secretary
03.	Civil Secretariat	Private Secy to Chief Secretary	Chief Secretary.
04.	Divisional District Admn:	Commissioner. Deputy Commissioner/ Political Agent.	Additional Chief Secretary Home Deptt:
05	Police Department	D.I.G/S.P/D.S.P	Inspector General of Police.

No.SOR-VI-2/90/5690-5790. Dated Quetta the 30th Sep: 1990.

NOTIFICATION.

“Addl. Secretary to Chief Minister” appearing as Authorized Officer at S.No.1 of this Departments Notification No.SOR-VI-2/90/5690-5790, dated the 30th September, 1990, read with the Notification No.SOR VI-2/90/6161-62-61, dated the 23rd October, 1990, is hereby substituted as “Political Secretary”.

No.FD(R)VI-2/90-SS. Dated Quetta the 4th Aug: 1992.

Subject :- **DRAWING AND DISBURSING OFFICER FOR THE PURPOSE OF SECRET SERVICE FUNDS.**

The Political Secretary has been declared as authorized officer for conducting the periodic Administrative Audit of S.S.C fund.

2. So far as the declaring of Officer as D.D.O is concerned, under para-3 of G.F.R Vol: 1 read with rule 142 of Federal Treasury Rules head of the Department can declare any of his subordinate Gazetted Officer as D.D.O^S.

No.FD(R)VI-2/1993/462. Dated Quetta the 8th March, 1993.

SECTION-6

SELECTION GRADE
(745 - 746)

Subject:- **GRANT OF CONSOLIDATED SCALES AND SELECTION GRADE TO THE UNTRAINED S.V TEACHERS OF FORMER BALOCHISTAN STATE UNION.**

S.V untrained teachers of the former Balochistan States Union may also be considered for Selection grade on seniority cum merits basis in-spite of the fact that they had not opted in favour of the prescribed pay scales of 1959, Consolidated Pay Scales 1962 and revised pay scales of 1970 and are continuing in their existing pay scales.

No.FD(R)-III-23/71 Dated 19th May, 1972

Subject:- **GRANT OF SELECTION GRADE TO TEHSILDARS OF KALAT DIVISION.**

The former Government of West Pakistan had sanctioned the Selection grade posts/Scales for various services for the following three categories of cases vide letter No.Integ-16/9-58 dated the 8th January, 1960.

- a) Services which had Selection grade posts prior to integration in respect of which no Selection grade posts have been sanctioned by the West Pakistan Government for the integrated services with revised scales
- b) Services which did not have any Selection grade posts in the pre-integration cadres but for which Selection grade posts have been sanctioned by the West Pakistan Government after integration; and
- c) Services which had Selection grade posts before integration and in respect of which Selection grade posts have been sanctioned by West Pakistan Government for the integrated Services

2. As the former Balochistan States Union (Kalat Division) had selection grade/posts hence it falls within the cases mentioned at (a) above. For this category of Government servants promotions to the Selection grade posts continue to be made from among those who have opted for the existing old scales on the basis of pre-integration unit cadre

3. Now on the demand of the Tehsildars of the Kalat Division the Board of Revenue has recommended that the Selection grade may be allowed to those who opted for the prescribed pay scale. By doing this the Tehsildars will come under category (b) above and

as such they will be entitled to the Selection grade as prescribed by the former Government of West Pakistan.

No.FD(R)VI-18/74 . Dated 5th February, 1975

ORDER

The Governor of Balochistan has been pleased to decide that 25 percent of regular posts of diploma Engineers (Sub Engineers Draftsman Electric Sub Inspectors) of the Communication & Works, Irrigation and Power, Local Government Department and any other Department of Provincial Government having sanctioned regular posts be placed in grade -16 (625----1625) with effect from 1st July 1981. These posts will be filled on the basis of seniority-cum-fitness form those Diploma Engineers who are matriculate having three years diploma and 10 years in the line

2. The Governor of Balochistan has been pleased to decide further that out of the above posts carrying National Pay Scale No.16, 20% be placed in grade-17 (900-2250) with effect from 1st July 1981. These posts filled in from Diploma Engineers carrying NPS-16 on seniority cum fitness basis.

NO.FD(R)III-35/81 . Dated Quetta the 8th August, 1981

ORDER

The Governor of Balochistan has been pleased to allow Selection grade and charge allowance to the following categories of teaching staff of this province:-

<u>POST</u>	<u>SELECTION GRADE</u>	<u>SELECTION GRADE</u>
<u>Head master/headmistresses of High Schools</u>	<u>NPS-17</u>	<u>NPS-18 to 15% of sanctioned posts</u>
<u>S.E.T</u>	<u>NPS-14</u>	<u>NPS-16 to 30% of sanctioned posts</u> <u>(Provision already)exists in rules</u>
<u>J.V.T</u>	<u>NPS-8</u>	<u>NPS-11 to 30% of sanctioned posts</u>
<u>J.V.Ts</u>	<u>NPS-6</u>	<u>NPS-8 to 30% of sanctioned posts</u>

CHARGE ALLOWANCE

- | | | |
|------|--|-------------------|
| i) | Headmaster/Headmistresses of High Schools. | Rs.50/- per month |
| ii) | Headmaster/Headmistresses of Middle Schools | Rs.30/ per month |
| iii) | Headmaster/Headmistresses of Primary Schools | Rs.20/ per month |

These orders will take effect from 1-7-1982

NO.FD(R)VII-125/82 Dated Quetta the 25th June,1982

ORDER

It has been decided to extend the date of admissibility of selection grade to teachers under the provision of para 10 (i) of the Balochistan Education Department (non gazetted teaching staff) National scale of pay) Rules, 1975 upto 26-4-1975 instead of 31-3-1975.

No.FD (R) VII-13/83 Dated Quetta the 27th March, 1983

Subject:- **SELECTION GRADE TO SENIOR SCALE STENOGRAPHERS/PA^s**

The posts of Senior Scale Stenographers/PA^s in the Secretariat appearing under the heading "All Government Departments" in Annex: II (page-3) of this Department's circular letter No .FD(R)III(40-41)/83, DATED 27.8.1983 and to clarify that the 25% posts of Senior Scale Stenographers/PA^s in B-16 shall include the posts of existing Private Secretaries in the Balochistan Secretariat in B-16

No.FD(R)-III-35/83 Dated 20th September, 1983

Subject:- **GRANT OF SELECTION GRADE B-9 TO THE FIELD ASSISTANT (B-6)**

The Finance Department as a policy decision has allowed Selection grade B-9 w.e.f 1.7.1983 to the Field Assistants in Irrigation, Forests Agriculture Animal husbandry & Cooperative Departments. It is for the Administration Department to issue formal orders as and when they decide the cases.

No.FD(R)-III-41/85/Vol.-III/2010 Dated 26th May ,1986

Subject:- **B-15 TO 33% POSTS OF ASSISTANTS.**

Please refer to paragraph-5 of this Department's circular letter No.III-40/87, dated 9th July, 1987, on the above cited subject according to which 33% posts of Assistants in the Balochistan Secretariat have been placed in BPS-15 in place of existing 25% in BPS-14. It has now been decided that 33% of posts of Assistant in non-Secretariat offices shall also be placed in Selection grade in BPS-15 in place of the existing 20% in BPS-14 with effect from 1.7.1987.

No.FD(R) III-44/87-55265620 Dated Quetta, the 16th November 1987.

ORDER

In continuation of this department letter NO.FD(R)III-40/87/1736-1836 dated 9th July,1987,the Government of Balochistan has decided that 33% posts of Superintendents (B-16) working in the Balochistan Secretariat shall be placed in Selection Grade (B-17) with effect form 1.7.1987.

NO.FD(R)III-44/87 Dated Quetta the 22nd November .1987

ORDER.

The Government of Balochistan has decided to relax the condition of “ passing of external examination” laid down in this department's number dated 3rd January, 1982 in favour of those Diploma holders who have rendered ten years service to the condition that next increment in the pay scale will not be granted till the concerned official has duly qualified the proscribed departmental examination.

NO.FD.(R) III-35/88/DE/DM/ 871-83 Dated Quetta the 27th March, 1988.

ORDER

The Government of Balochistan has decided to allow with immediate effect:-

- i) Selection Grade (B-15) (Rs.1165-71-2585) to 33% of the Assistant Accountants.
- ii) Selection Grade (B-13) to 33% of the Sub- Accountants instead of existing 25% of their strength.
- iii) B-16 to all the Accountants of the Treasury Service irrespective of the fact whether they have qualified the departmental examination or not subject to the condition that annual increment in B-16 will be admissible only on passing the said examination

NO.FD(R)III-41/88/Try/ Dated Quetta the 29th March ,1988

ORDER

The Government of Balochistan has decided to allow Selection grade B-13 to 33% of the Junior Auditors of Local Fund Audit Department instead of existing 25% of their strength with effect from 29.3.1988.

NO.FD(R)IV-18/1333-37 Dated Quetta the 21st April ,1988

Subject:- **FIXATION OF PAY ON SELECTION GRADE**

All such cases where Selection grade has been awarded observing formalities prescribed for promotion cases come under the purview of rule 9(4) of the Balochistan (Basic Pay Scales) Civil Service Rules, 1983. The pay in such cases involving change of pay scales from lower to the higher is to be fixed as on promotion i.e. It may be associated with the benefit of an additional increment.

NO.FD(R) III - 44 /88/1510-55 Dated 12th May, 1988

ORDER

The Government of Balochistan has decided that 20% of Stenographers (B-12) working in various departments of Provincial Government shall be placed in Selection Grade (B-14) with immediate effect

1. Selection grade shall be allowed strictly on the basis of seniority-cum- fitness.

NO.FD(R)VI-18/88/2881-2981 Dated Quetta the 21st July,1988

ORDER

The Government of Balochistan has decided that 33% posts of Superintendents (BPS-16) working in the attached departments shall be placed in selection grade (BPS-17) with immediate effect.

NO.FD (R) VI-18/88:/3083-3183.Dated 21st July, 1988

Subject:- **SELECTION GRADE TO STENOGRAPHERS**

That while calculating Selection grade any fraction of the posts equal to or more than 0.50 is treated as one post. Since 20% of four posts are worked out 0.80 one post of the stenographers out of the four may be allowed selection grade.

NO.FD(R)III-35/88 Dated Quetta the 13th November ,1988

ORDER

Please refer to this Department letter No. NO.FD (R) VI-18/88:/3083-3183, dated the 21st July, 1988 (reg. Selection Grade to the Superintendents of Attached Departments), the Government of Balochistan has decided to allow Selection Grade (B-17) to 33% of the combined strength of the posts hereinafter mentioned:-

1. Administrative Officers
2. Accounts Officers

3. Assistant Accounts Officers
4. Audit Officers
5. Budget Officers
6. Scholarship Officers

2. For the purpose of grant of Selection Grade to the above categories a combined seniority list of the incumbents of grouped posts will be maintained, under the law/rules applicable to them.

3. Special pay of Rs.100/- sanctioned vide this Department's letter No. FD(R) III-12/88/2982-3082, dated the 21st July, 1988 in favour of the Administrative Officers/Accounts Officers/Assistant Account Officers and Budget Officer is hereby withdrawn.

NO.FD(R) VI-18/88 5096-5196. Dated 6th December, 1988

ORDER

In continuation of this Department order No. NO.FD(R) VI-18/88/5096-5196, dated the 6th December, 1988 it is clarified that categories mentioned therein shall be grouped with the Superintendents in their respective departments for the grant of Selection grade.

NO.FD(R) VI-18/88/5491-5591 Dated Quetta, the 29th December, 1988

Subject:- **UP - GRADATION OF THE POST OF ADMINISTRATIVE OFFICER, ACCOUNT OFFICER, ASSISTANT ACCOUNT OFFICER, AUDIT OFFICER, SCHOLARSHIP OFFICER**

Reference to this Department's letter No. FD (R) VI-18/82/LD, dated 6th December, 1988, under which Administrative Officers, Account Officer, Assistant Account Officers, Audit Officers, Scholarship Officers, Budget Officers have been allowed selection grade (B-17) 33% of their combined strength alongwith the Superintendents as per sonority.

2. It has now been decided that if any Junior Official in the combined seniority list has been allowed selection grade (B-17) as a result of implementation of any earlier orders, the seniors of such officials may be allowed (B-17) as personal to them, if any.

However prior concurrence of the Finance Department may be obtained in the matter before processing of their cases as per law.

NO.FD(R) VI-18/89/1518-1618. Dated Quetta, the 8th April, 1989.

Subject:- **GRANT OF SELECTION GRADE (B-16)**

It has been decided to allow Selection grade (B-16) to the holder of isolate/single post of Draftsman Agriculture Forest, Industries and Labour Department with immediate effect subject to the condition that the holder of the post has put in 12 (twelve) years service as such.

NO.FD(R)III-35/89/DE/DM-III Dated Quetta the 22nd April, 1989

ORDER

The Government of Balochistan has decided to allow the premature increment with immediate effect to those Teachers who were awarded Selection grade between the period from 1-1-1977 to 30-6-1983.

2. The expenditure involved will be mot form within the sanctioned budget for the year 1989-90.

NO.FD(R)VII-13/89/D/2783-2827 Dated Quetta the 5th July, 1989

Subject:- **PREVISION OF PAY SCALES AND FRINGE BENEFITS GRANT OF ANNUAL INCREMENT ON 1.12.1987 TO THE EMPLOYEES WHO HAVE BEEN ALLOWED SELECTION GRADE WITH EFFECT FROM 1.7.1987**

Reference this Department's circular letter No.FD(R)III-40/87/1736-1836 dated the 9th July, 1987 on the above noted subject and to say that the question of award of annual increment on 1.12.1987 to those employees who were awarded selection grade with effect from 1st July 1987 whose posts were upgraded under the provisions of aforementioned circular letter was under consideration in this Department. It has now been decided that such

employees will earn their annual increment on 1.12.1987 in their selection grade/upgraded posts.

NO.FD(R)VI-18/90/518-600.1322-1247 Dated Quetta the 19th February, 1990.

ORDER

The Government of Balochistan is pleased to allow Basic Pay Scale-17 as Selection Grade to 33% of the strength of the Accountants (B-16) of Balochistan Treasury Service, with immediate effect.

NO.FD(R) III-41/90-Try:/4000-4025 Dated 24th July, 1990.

ORDER

The Government of Balochistan is pleased to allow Selection Grade (B-7) to the 33% of the total posts of Trace (B-5) with immediate effect.

NO.FD (R) III/35/905333-56. Dated Quetta the 4th September, 1990

ORDER.

The Government of Balochistan is pleased to enhance the percentage of Selection Grade (B-16) in respect of the Diploma Holder Sub-Engineers (B-11) from 25% to 33% of their strength, with immediate effect.

No.FD(R)III-35/D.E/90/DE/DM Dated Quetta, the 13th October, 1990

ORDER

In continuation of this Department's order No.FD(R)VI-13/89-D/2783-2827 dated the 5th July, 1989 it is clarified that payoff teacher who have been allowed Selection Grade during the period from 01-01-1977 to 30-06-1983 will be re-fixed in accordance with the promotion procedure.

2. The Teacher of above categories are, allowed to re-opt for retention of their pay/pay scale of the lower post till they earn the annual increment in that year in relaxation of the provision under F.R 23 and to claim benefits of Selection Grade w.e.f second December of the year with usual premature increment.

No.FD(R)VII-13/D/90/6454-76 Dated Quetta the 22nd November ,1990

Subject:- **SELECTION GRADE TO STENOGRAPHERS (B-12)**

That since 20% of the two posts comes to 0.40 which is less than 0.50, Finance Department regrets its inability to allow selection grade to the one post out of two.

NO.FD(R)VI-18/91/3045 Dated Quetta the 19th June ,1991

Subject:- **GRANT OF SELECTION GRADE**

At present there is no condition of length of service for admissibility of selection grade.

NO.FD(R)VI-18/91/3329 Dated Quetta the 20th July ,1991

ORDER

The Government of Balochistan has decided to allow BPS-2(Rs.945-32-1425) (as Selection grade to 33% of the strength of Naib Qasids and Chowkidars 9BPS-1) of all the Department in Balochistan with immediate effect

NO.FD(R)III-51/91/4641-4600 Dated Quetta the 16th October ,1991

ORDER

The Government of Balochistan has been pleased to allow the Selection grade BPS-15 (instead of BPS-14) @ 33% instead of 20% to the Stenographers (B-12) working in the Secretariat /attached departments/Subordinate Offices with immediate effect

2. It has been further decided to enhance the percentage of selection grade for Senior Scale Stenographer from 25% to 33% with immediate.

3. Selection grade shall be allowed strictly on the basis of seniority-cum- fitness.

NO.FD(R)III-35/91/5515-5614 Dated Quetta the 23rd November 1991

ORDER

The Government of Balochistan has decided to allow BPS-4(1005-43-1650) as Selection grade to 33% of the strength of Daftries of all Departments in Balochistan with immediate effect

NO.FD(R)III-51/91/5698-5798 Dated Quetta the 24th November,1991

ORDER

The Government of Balochistan has decided to allow Selection grade Basic Pay Scale No.17 (2870-215-5450) to the 33% of the strength of Private Secretaries (B-16) with immediate effect.

NO.FD(R)III-35/SG/6200-6250 Dated Quetta the 17th December,1991

Subject:- **SELECTION GRADE**

In case there is a single post Selection grade can be allowed to the incumbent provided he has rendered 12 years service at his credit. It is further advised that selection grade may be allowed to the condition that this isolated post may not be combined with any one post for the purpose. .

NO.FD(R)VI-18/916463 Dated Quetta the 23rd December,1991

ORDER

The Government of Balochistan has decided that the pay of all Diploma Engineers/Draftsmen were allowed Selection grade 1.7.1981 to 30.6.1983 be got re-fixed after allowing benefit o one premature increment as in the case of promotion without any arrears.

NO.FD(R)VII-13/D/92/1252-5 Dated Quetta the 26th May ,1992

Subject:- **GRANT OF SELECTION GRADE**

There is no bar of length of service (3 years or so) for admissibility of selection grade.

NO.FD(R)VI-18/92/1825 Dated Quetta the 2nd July ,1992

Subject:- **GRANT OF SELECTION GRADE TO EMPLOYEES IN BPS-1**

This provincial Government has not extended the benefit of selection grade to any employees in B-1 (Except Chowkidar)

NO.FD(R)VI-18/91/3329 Dated Quetta the 12th September .1992

ORDER.

The Government of Balochistan has decided to allow Selection Grade Basic Pay Scale No.17 (2870-215-5450) to 33% of the strength of Social Welfare Officer (B-16) with immediate effect.

No.FD(R)III-40-41/92/3122-3222. Dated Quetta. the 22nd Sepember 1992.

Subject:- **GRANT OF BPS-17 TO ADMINISTRATIVE OFFICER AS PERSONAL TO THEM**

Consequent upon the grant of Selection Grade (BPS-17) to 33% of Superintendent, it has been decided that all the Administrative Officers who have been promoted from amongst the Superintendents are awarded BPS-17 as personal to them with immediate effect.

No.FD(R)III-51/92/4044-4144 Dated Quetta, the 22nd December, 1992.

Subject:- **GRANT OF SELECTION GRADE B-17 TO THE COMMUNITY DEVELOPMENT OFFICER (B-16) OF BIAD ORGANIZATION**

Since BIAD is a project and Project employees can not be treated at par with non-development post/cadre. There is no case for grant of selection grade to employees of BIAD.

NO.FD(R)VI-18/1993/321 Dated Quetta the 25th January .1993

ORDER.

The Government of Balochistan is pleased to accord sanction to award selection grade-BPS-17 to the 33% of the total posts of Readers (BPS-16) Balochistan High Court, Quetta with immediate effect.

No.FD(R)VI-18/93Dated Quetta. the 4th February .1993

Subject:- **MINIMUM FIVE YEARS LENGTH OF SERVICE FOR SELECTION GRADE TO - (B-16) OFFICERS**

This Government has not prescribed any length of service for the grant of selection grade so far.

NO.FD(R)VI-18/1993/2277 Dated Quetta the 2nd. September .1993

Subject:- **SELECTION GRADE - (B-15) - ALLOWING OF PREMATURE INCREMENT.**

The benefit of premature increment has already been availed by the incumbent on the eve of his promotion/grant of selection grade B-14 on 21.7.1988. Thereafter the selection grade of B-14 has only been enhanced to B15 and fixation is to be made at next stage without any premature increment. Fixation made by Accountant General Office is therefore correct.

NO.FD(R)VI-18/1992/2313 Dated Quetta the 9th September .1993

Subject:- **GRANT OF ONE PREMATURE INCREMENT ON GRANT OF SELECTION GRADE.**

This Government is already allowing the benefit of premature increment on selection grade provided case is processed as pre promotion. However w.e.f 1.6.1991 i.e after the introduction of Revised Pay Scale 1991 the following provision has been inserted therein:-

“Government employees who are allowed selection grade may be granted on premature increment as is allowed in the case of promotion”.

NO.FD(R)VI-18/93/2533 Dated Quetta the 3rd October ,1993

Subject:- **GRANT OF SELECTION GRADE BASIC PAY SCALE B-15 33% OF THE STRENGTH OF TRANSLATORS B-14 .**

This selection grade is admissible to those categories which have specifically been mentioned in the Pay Revision Rules such as Junior Clerks, Senior Clerks, Superintendents, Stenographers etc: Since that post of Translator has not been allowed any selection grade, Finance Department regrets its inability to allow selection grade to the incumbent.

NO.FD(R)VI-18/94/36 Dated Quetta the 4th January ,1994

Subject:- **GRANT OF BPS-17 TO ADMINISTRATIVE OFFICERS AS PERSONAL TO THEM**

The Finance Department agrees to allow selection grade to the Administrative Officer also who has been promoted from the post of Assistant. It is further clarified that when Administrative Officer has been allowed B-17 as personal his name stands excluded from the list of selection grade holder and next senior most official can be considered for selection grade.

NO.FD(R)VI-18/93/4480 Dated Quetta the 1st December ,1994

ORDER

The Government of Balochistan has decided that 33% posts of Development Officer (B-16) working in the Local Government Department shall be placed in Selection Grade (B-17) with immediate effect.

No.FD(R)VI-18/94/4496-4525 Dated Quetta the 4th December .1994

ORDER.

The Government of Balochistan has decided that 33% posts of Divisional Forest Officers (B-17) working in the Forest Department shall be placed in selection Grade (B-18) with immediate effect.

No.FD(R)VI-18/94/4-14 Dated Quetta, the 1st January, 1995

ORDER.

The Government of Balochistan has decided that 33% posts of Veterinary Officers, Assistant Directors and other B-17 Supervisory posts in the Livestock Department shall be placed in selection grade (BPS-18) with immediate effect.

No.FD(R)VI-18/95/777-805 Dated Quetta, the 15th February 1995

ORDER.

With the prior approval of the Government, it has been decided that 15% posts of Member Majlis-e-Shoora (BPS-18) shall be placed in selection grade (BPS-19). Similarly, 15% posts of Qazis (BPS-17) shall also be placed in selection grade (BPS-18).

2. These orders will take immediate effect.

No.FD(R)VI-18/95 Dated Quetta, the 9th March, 1995

ORDER.

In pursuance of Notification No.5-1/92-Coord: S&GAD(A)Vol-II/2148-82, dated 28th December, 1993 the Government of Balochistan is pleased to re-designate the post of selection grade (BPS-16) Diploma Engineers/Sub-Engineers as “Junior engineers”, with immediate effect. These Junior Engineers are also declared as Self Drawing Officers.

No.FD(R)III-35/D.E/95/335-46. Dated Quetta, the 17th April, 1995

ORDER

The Government of Balochistan has decided that 33% posts of Assistant Director (B-17) working in Bureau of Statistics Directorate shall be placed in Selection Grade (B-18) with immediate effect.

NO.FD(R)VI-18/95/3260-65. Dated Quetta the 30th October, 1995

ORDER.

The Government of Balochistan has decided that 33% posts of Excise and Taxation Officer (BPS-17) working in the Excise and Taxation Department shall be placed in Selection Grade (BPS-18) with immediate effect.

No.FD(R)VI-18/95/3897-3927. Dated Quetta, the 14th December, 1995

Subject:- **GRANT OF SELECTION GRADE (B-16) TO DIPLOMA ENGINEERS (SUB ENGINEERS DRAFTSMAN ELECTRIC SUB INSPECTORS OF THE COMMUNICATION & WORKS, IRRIGATION AND POWER LOCAL GOVERNMENT DEPARTMENT**

Electric Inspector are also entitled to the selection grade (B-16) @ 33% of posts provided they are diploma holders and have rendered 10 years service as such and have passed departmental examination (if held/conducted by the Department)

NO.FD(R)III-35/D.E/689. Dated Quetta the 25th April,1996

ORDER.

The Government of Balochistan has decided that 30% posts of Assistant Commissioners (B-17) in Balochistan (Cadre posts only) shall be placed in selection grade (B-18) with immediate effect.

No.FD(R)VI-18/96/1601-1660. Dated Quetta, the 1st October, 1996

ORDER.

The Government of Balochistan has decided that 33% posts of Assistant Director (Architectures)/Town Planners (B-17) working in the Local Government Department shall be placed in selection grade (B-18) with immediate effect.

No.FD(R)VI-18/96/1661-1690. Dated Quetta, the 1st October, 1996

Subject:- **PROVISION OF RULES**

The facility of Selection grade has not been extended generally to all categories but selection grade normally @ 33% of the strength has been sanctioned by the Finance Department to various categories specifically such as Junior Clerk, Senior Clerks, Steno-typist, Stenographer, Assistant, Superintendent, Accounts Officers, Audit Officers etc: Presently no length of service has been prescribed for the grant of selection grade.

2. Selection grade holders are entitled for the moreover to next higher scale. SO far as the personal pay scale is concerned, there is no concept of it. However, in very rare cases personal up-gradation, where no opportunities of promotion are available or on the basis of higher qualification is considered by the Government.

3. Those who are granted personal pay scale are also entitled for the move over.

NO.FD(R)III-52/96/1706. Dated Quetta the 14th October ,1996

ORDER

The Government of Balochistan has decided that 33% posts of Ferro Printer/Ferro Khalasi (B-1) working in various Departments shall be placed in Selection Grade (B-3) with immediate effect.

NO.FD(R)VI-18/96/2097-2127. Dated Quetta the 31st October ,1996

ORDER

The Government of Balochistan has decided that 33% posts of the following categories (B-16) working in Small Industries Department shall be placed in Selection Grade (B-17) with immediate effect on the basis of combined seniority.

1. Assistant Manager.
2. Inspection Officer
3. Survey Officer
4. Store Officer
5. Sale & Purchase Officer.

NO.FD(R)VI-18/96/2130-64. Dated Quetta the 4th November,1996

ORDER

The Government of Balochistan has decided that 33% posts of Health Educator (B-17) working in Health Department shall be placed in Selection Grade (B-18) with immediate effect.

NO.FD(R)VI-18/96/2165-68. Dated Quetta the 4th November,1996

ORDER

The Government of Balochistan has decided that 33% posts of Assistant Engineers (B-17) working in Local Government shall be placed in Selection Grade (B-18) with immediate effect.

NO.FD(R)VI-18/. Dated Quetta the 7th April ,1997

Subject:- **POLICY FOR THE GRANT OF SELECTION GRADE.**

Government of Balochistan has decided to prescribe the following conditions for the grant of selection grade to various categories of Government employees.

1. Selection grade would be granted on the basis of seniority –cum-fitness and pay shall be fixed as on promotion.
2. Government servant to whom Selection grade is proposed to be granted must have successfully completed his probationary period and must possess in following length of service in the existing pay scale

i)	For the grant of Selection grade in B-18 & above	As prescribed for promotion to those pay scales.
ii)	For the grant of Selection grade in B-17 & above and below	Three years service in the the existing pay scale
3. Selection grade against a single post shall also be allowed if the incumbent has rendered eight years service in the ordinary grade provided this category has been allowed selection grade as a matter of policy.
4. While allocating 33% posts to re placed in selection grade any fraction of the post equal to or more than 0.50 may be treated as one post where as such fraction on the other side may be ignored

NO.FD(R)VI-18/96/1912-72 Dated Quetta the 28th April,1997

Subject:- **GRANT OF BPS-7 TO 50% OF THE TOTAL SANCTIONED POSTS OF DRIVERS (BPS-4)**

Incumbent of the post of driver is entitled to B-7 provided he has rendered 10 years services as such and the post is an isolated one

NO.FD(R)III-41/97/Drivers/2261 Dated Quetta the 4th July ,1997

Subject:- **GRANT OF SELECTION GRADE AGAINST 33% QUOTA OF THE STENOGRAPHERS.**

The Finance Department has no comments to offer in the matter for the grant of selection grade from back date. It is however pointed out that selection grade is allowed after the approval of the competent authority/clearance by the departmental promotion committee. If the competent authority has accorded sanction to allow selection grade from 23-11-1993 orders be issued accordingly.

NO.FD(R)VI-18/97/2598 Dated Quetta the 18th September ,1997

ORDER

The Government of Balochistan has decided that 33% posts of Statistical Investigator (B-11) working in Labour Department shall be placed in Selection Grade (B-15) with immediate effect.

NO.FD(R)VI-18/97 Dated Quetta the 1st October ,1997

Subject:- **GRANT OF BPS-7 TO STOREKEEPER**

The Finance Department agrees to BPS-7 to the Storekeeper (working in Industries Department) with 33% posts as Selection grade in (B-9) with immediate effect. Administrative Department may move a summary for the approval of the Chief Minister.

NO.FD(R)VI-18/97/2643 Dated Quetta the 1st October ,1997

Subject:- **GRANT OF SELECTION GRADE 33% TO LADY DOCTOR OF QUETTA MUNICIPAL CORPORATION FORM B-17 TO 18**

The Finance Department agrees in principle to allow selection grade to the lady doctors in Municipal Corporation. Administrative Department may submit a summary to the Chief Minister for his approval .

NO.FD(R)VI-18/97/26 Dated Quetta the 8th January .1998

Subject:- **FIXATION OF PAY OF DRIVERS ON SELECTION GRADE**

It has been decided that the grant of B-7 @ 50% to the drivers after completing 10 years service may be treated as selection grade and pay thereof may be fixed as on promotion

NO.FD(R)III-41/98/1260-1309 Dated Quetta the 26th August,1998

Subject:- **GRANT OF SELECTION GRADE TO ASSISTANT ENGINEERS**

The Assistant Engineer in the Local Government Department were allowed selection grade because they have no avenue for further promotion. Since in other technical departments the posts of XENs exist against which Assistant Engineers are promoted they have no case of selection grade. If in B-WASA the post of XENS does not exist then Assistant Engineers for the selection grade can be considered

NO.FD(R-I)VI-18/97/1566 Dated Quetta the 7th October,1998

Subject:- **ENHANCEMENT OF THE PERCENTAGE OF SELECTION GRADE TO LABORATORY TECHNOLOGIST**

The Government of Balochistan has allowed B-17 as selection grade to 25% of the post of Medical Laboratory Technologist (B-16).

NO.FD(R-I)VI-18/98/1748-50 Dated Quetta the 2nd December,1998

NOTIFICATION

The Government of Balochistan has been pleased to upgrade the post of Storekeeper of the Industries Department from B-6 to B-7 and 33% of the total strength thereof in pleased in Selection Grade (B-9) with immediate effect.

NO.FD(R-I)VI-18/98/1898-1901 Dated Quetta the 19th December,1998

Subject:- **GRANT OF SELECTION GRADE TO THE COMPUTER OPERATOR/PROGRAMMER/DATA ENTERING OFFICER**

That the view of the justification given by the Education Department Finance Department agrees in principal allow selection grade (B-17) to 33% posts of Computer Operator, Computer Programmer and Data Entering Officers of B-16 Officers.

NO.FD(R-I)VI-18/97/1904 Dated Quetta the 22nd December,1998

Subject:- **GRANT OF SELECTION GRADE B-17 TO THE DISTRICT ZAKAT OFFICERS**

Since District Zakat Officer has no opportunity of further promotion Finance Department agrees to allow selection grade (B-17) @ 33% thereof.

NO.FD(R-I)VI-18/97/1905 Dated Quetta the 22nd December,1998

ORDER

The Government of Balochistan has decided that 33% posts of Surveyors Manpower Survey Officer (B-11) working in Labour & Manpower Department (Labour Welfare Directorate) shall be placed in Selection Grade (B-15) with immediate effect.

NO.FD(R-I)VI-18/98/377-81 Dated Quetta the 19th March,1999

Subject:- **GRANT OF SELECTION GRADE AGAINST THE B-17 IN THE PLANNING AND DEVELOPMENT DEPARTMENT**

In view of the fact that Assistant Engineer of the Planning and Development Department have no opportunity of further promotion Finance Department agrees in Principle to allow selection grade (B-18) to 33% of the posts of Assistant Engineer.

NO.FD(R-I)VII-10/98/507 Dated Quetta the 3rd May,1999

ORDER

The Government of Balochistan has decided that 33% posts of Assistant Director (Statistics) BPS-17 in the Coastal Development & Fisheries Department shall be placed in Selection Grade (B-18) with immediate effect.

NO.FD(R-I)VI-18/95/554 Dated Quetta the 18th May,1999

Subject:- **GRANT OF SELECTION GRADE**

The Assistant Accounts Officers/Superintendents have been allowed selection grade (B-17) @ 33% of the posts on the basis of combined seniority for purpose. There is no selection grade for the District Food Controller.

NO.FD(R-I)VII-10/99/578 Dated Quetta the 19th May,1999

Subject:- **ADMISSIBILITY OF OPTION ON A WARD OF SELECTION GRADE**

The Government has not issued any instructions which debar the selection grade holders to defer the selection grade (granted between the 2nd June and 30th November to December) However, move-over cannot be deferred and is only allowed on the 1st of December in the year it is due.

NO.FD(R-I)VII-18/99/ Dated Quetta the 19th June, 1999

Subject:- **SELECTION GRADE**

The Government of Balochistan has extended the facility of selection grade to some categories of the employees in B-17 such as Assistant Director (Statistics) P&D Department, Assistant Director Local Government, Assistant Engineer Local Government Department, Veterinary Officer and other B-17 posts in the Livestock Department. Moreover, 33% posts of Section Officer have also been placed in B-18 with the nomenclature of Under Secretary.

2. So far as the date of grant of section grade to any category of employees is concerned it is normally allowed from the date the Selection Board recommends. The case may therefore be disposed of / considered in the light of above guidelines/policy of the Government

NO.FD(R-I)VII-18/99/1126 Dated Quetta the 20th July 1999

Subject:- **SELECTION GRADE**

The cases of selection grade are processed as the cases of promotion. No separate policy / instructions for the grant of selection grade to the non-gazetted official have been issued by the Finance Department

NO.FD(R-I)VI-18/99/1946 Dated Quetta the 19th November, 1999

Subject:- **APPEAL AGAINST SENIORITY OF SUB-ENGINEER**

The Selection grade @ 33% to the Sub Engineers is admissible on the conditions that incumbent:-

- i. should posses three year diploma in the relevant filed
- ii. should have passed departmental examination
- iii. should have rendered 10 years service on the date

2. It is further clarified that a Sub Engineer does not become eligible for selection grade automatically after the completion of 10 years service unless he comes within the percentage of 33% quota as well. So far as the counting of previous service from 28-7-1979 to 5-1-1984 for the purpose of seniority is concerned it is a service matter and Administrative Department may decide the issue in consultation with S&GAD. However, the service as Draftsman being a technical one (provided Diploma Holder) can be counted for the purpose of grant of selection grade

NO.FD(R-I)III-35/D.E/Vol.V213 Dated Quetta the 2nd February , 2000

ORDER

The Government of Balochistan has decided that 33% posts of Assistant Engineers (BPS-17) of Planning & Development Department shall be placed in Selection Grade (B-18) with immediate effect.

NO.FD(R-I)VI-18/465-68 Dated Quetta the 28th March , 2000

ORDER

The Government of Balochistan has decided that 33% posts of Zakat Officer (BPS-16) working in the Zakat and Social Welfare Department shall be placed in Selection Grade (B-17) with immediate effect.

NO.FD(R-I)VI-18/2000/589-92 Dated Quetta the 14th April , 2000

Subject:- **GRANT OF SELECTION GRADE WITH RETROSPECTIVE EFFECT**

Cases of Selection grade are considered by the Selection Committee/Board. During the short spell the policy regarding Selection Grade was changed and it was being granted/allowed from the date of issue of orders like promotion cases.

2. The matter has thoroughly been examined in consultation with other provinces and it has been observed that since Selection Grade unlike promotion does not involve assumption of higher responsibility it can be allowed from the date of availability of post. Therefore, all the cases of Selection Grade may be disposed accordingly after observing other formalities.

NO.FD(R-I)VII-18/2000/604-704 Dated Quetta the 22nd April,2000

ORDER

The Government of Balochistan has decided that 33% posts of Computer Programmer (BPS-16) / Computer Operator (BPS-16) / Data Entry Officer (B-16) /Education Department shall be placed in Selection Grade (B-17) with immediate effect.

NO.FD(R-I)VI-18/1006-9Dated Quetta the 26th July . 2000

Subject:- **GRANT OF SELECTION GRADE TO ASSISTANT DIRECTOR CLAIM B-17 COMMUNICATION AND WORKS DEPARTMENT**

The Finance Department issued vide No.FD(R)VI-18/96/1912-72 dated 28th April,1997 are applicable to those single posts to whom selection grade has already been allowed. The posts for which no selection grade has been prescribed have no concern with the circular letter referred to above.

NO.FD(R-I)VII-18/99925 Dated Quetta the 30th July .2000

Subject:- **AWARD OF SELECTION GRADE B-17**

Attention is invited department's circular letter No.FD(R)-18/96/1912-72 dated 28th April, 1997 under which the condition of three years service in the existing pay scale has been prescribed for the grant of selection grade

NO.FD(R-I)VII-18/99/925Dated Quetta the 7th September 2000

Subject:- **GRANT OF SELECTION GRADE WITH RETROSPECTIVE EFFECT.**

It has already been clarified that promotion/selection grade are two different things. Promotion is effective from the date of the assumption of the charge of the post again which promotion has been made. In the case of selection grade there is no question of the assumption of the charge of the post.

No.FD(R-1)VI-18/2000/2070. Dated Quetta the 21st July, 2001.

Subject:- **GRANT OF SELECTION GRADE AGAINST A SINGLE POST.**

That in Balochistan Government the post of Account Officer has been allowed selection grade @ 33% of their strength.

2. Where a single post the incumbent is the same is also entitled selection grade and he completed eight years service as per policy dated 27-04-1997.

No.FD(R-1)VI-18/2001/2755. Dated Quetta the 10th Nov: 2001

Subject:- **POLICY FOR THE GRANT OF SELECTION GRADE**

It is clarify that where no date of applicability of instruction/conditions contained therein has been specified the date of issue of such letter may be treated as effective for such instructions/conditions. It may be further added that under Rule 57 of the General Financial Rules all financial sanctions take immediate effect.

NO.FD(R-I)VII-18/2001/7094 Dated Quetta the 15th August 2001

Subject:- **GRANT OF SELECTION GRADE WITH RETROSPECTIVE EFFECT.**

It is to clarify that in past the Selection Grade in this Province used to be granted from the date of availability of post. However, in March 1999, it was advised by this Department that grant of Promotion or Selection Grade should be from the date of issuance of Promotion/Selection Grade orders, except in exceptional cases where for cogent reasons Selection Grade could be granted with retrospective effect.

2. Based on consultation with other Provincial Governments and Provincial Law Department a summary was moved by this Department for approval of the honorable Governor proposing therein grant of Selection Grade with effect from the date of availability of post. This proposal was approved by the honorable Governor and this department issued clarification accordingly.

No.FD(R-1)VI-18/2000/1017. Dated Quetta the 27th April: 2002.

Subject:- **GRANT OF SELECTION GRADE BPS-16 TO BPS-17 FOR COMPUTER OPERATOR.**

The Selection grade has been discontinued with effect from 1st December 2001. Therefore, it is not possible to allow the aforesaid benefit to any category of Government employees after its discontinuation

No.FD(R-DIII-15/2002/1019 . Dated Quetta the 3rd May,2002

Subject:- **APPROVAL FOR DRAW OF PAY AGAINST THE NON GAZETTED POST.**

The Selection grade is not a promotion and for that reason a B-16 Selection grade holder is still a non-gazetted employee, and is not entitled to draw his pay salary himself.

No.FD(R-DIII-15/2002/Vol-VI/1418. Dated Quetta the 14th July,2003

Subject:- **GRANT OF SELECTION GRADE TO ADMINISTRATOR, BABY DAY CARE CENTRE (GEHWARA) BPS-16 TO BPS-17.**

Sub para-3 of the policy circular dated 28-4-1997 is only applicable to those employees who were allowed selection grade 33% of the total strength of the category. It is to add here that the selection grade was not allowed to the category of the Administrator by the Governor. Therefore, this department regrets its inability to agree to the proposal of the Administrative Department. This benefit has already been discontinued w.e.f 1-12-2001.

No.FD(R-1)VI-18/2001/2755. Dated Quetta the 23rd July 2003.

Subject:- **GRANT OF SELECTION GRADE TO EMPLOYEES OF ENVIRONMENTAL PROTECTION AGENCY.**

The benefit of selection grade was allowed to the specific categories and not to all the categories of the Provincial Government employees. Therefore, this benefit is not allowed to the Research Assistant in the aforesaid organization and the incumbents of the post are not entitled for selection grade. It is added here that the benefit in question has been discontinued w.e.f 1-12-2001.

No.FD(R-1)VI-18/2003/1557. Dated Quetta the 24th July: 2003.

Subject:- **GRANT OF SELECTION GRADE (B-20) TO THE DIRECTORS OF ODA.**

The benefit of selection grade was allowed from time to time to the specific categories and not to all the categories of the Provincial Government employees. Secondly, this benefit is not allowed to the officers B-18 & above in the Government Departments. It is to add here that the benefit in question has already been discontinued w.e.f 1-12-2001 in the Pay Revision Scheme, 2001.

No.FD(R-1)VI-18/2004/1040. Dated Quetta the 2nd June, 2004.

Subject:- **CONTINUATION OF POST OF UNDER SECRETARY SELECTION GRADE (B-18) IN BALOCHISTAN CIVIL SECRETARIAT.**

It is to clarify that the post of Under Secretary (B-18) is still continued in the Balochistan Civil Secretariat at 30% of the cadre strength of the Section Officers as Senior Scale /B-18 (Under Secretary) and not discontinued in Pay Scales, 2001.

No.FD(R-1)VI-18/2004/2090, Dated Quetta the 9th September 2004.

Subject:- **ALLOWING SELECTION GRADE.**

It is to inform that the Government of Balochistan has not allowed selection grade to the post of Computer Analyst / Programmer (B-17) in the Government Departments.

No.FD(R-1)VI-18/2004/2114, Dated Quetta the 15th September 2004.

Subject:- **GRANT OF SELECTION GRADE (B-17) WITH RETROSPECTIVE EFFECT.**

It is been clarified that during a short spell the policy regarding grant of selection grade was changed and it was being granted /allowed from the date of issue of orders like promotion cases. However, the same was again changed and it was decided that the selection grade can be allowed from the date of availability of post. It is to add here that the said decision was circulated on 22-1-2000 and is applicable from the same date.

No.FD(R-1)VI-18/2005/1439, Dated Quetta the 12th July: 2005.

Subject:- **GRANT OF SELECTION GRADE (B-17) TO THE SUPERINTENDENT (B-16) OF AGRICULTURE RESEARCH WING**

The incumbent was promoted by the D.P.C on temporary/officiating basis as Superintendent (B-16) against Project Post . Afterwards on availability of clear vacancy, his officiating promotion was regularized w.e.f 1-7-1999.

2. He has, therefore, been serving as Superintendent w.e.f 23-4-1994 and put in more than (7) years of service till the date of discontinuation of selection grade and is eligible for grant of selection grade to B-17.

No.FD(R-I)III-18/2006/163 Dated Quetta the 6th March 2006

Subject:- **APPLICATION FOR GRANT OF SELECTION GRADE AS JUNIOR CLERK B-7 PROMOTION AS SENIOR CLERK, SELECTION GRADE B-9 AND SELECTION GRADE AS ASSISTANT BPS-15**

The financial benefit cannot be granted on the basis of surmises and conjectures. Financial benefits due to a Government Servant have to be established on the basis of facts to be examined in the light of relevant Financial Rules. While the individual as Superintendent severed all his connections with the post of Junior Clerk when he was appointed as Assistant against direct quota in 1993 in preference to his colleagues. On the basis of his selection, he became senior to his colleagues and also got promotion as Superintendent in 2005. At this stage, his request for grant of promotion as Senior Clerk with retrospective effect and grant of Selection Grade to him on the ground that if he were Junior Clerk, he would have been granted these benefits is not tenable. The applicant may be informed accordingly.

No.FD(R-I)III-18/2006/264 Dated Quetta the 24th March 2006

Subject:- **OBJECTION OF GRANT OF SELECTION GRADE AGAINST 33% QUOTA**

The Selection Grade B-7 was granted to individual prior to issuance of guidelines by this department vide No.FD(R)VI-18/96/1912-72 Dated 28-4-1997 and before this, no criteria of length of service was fixed for the benefit in question, therefore, this department circular dated 28-4-1997 is not applicable in the case of official concerned

No.FD(R-I)VI-18/2006/271-72. Dated Quetta the 27th March 2006

Subject:- **APPEAL UNDER RULE 4 OF THE BALOCHISTAN CIVIL SERVANTS (APPEAL) RULES 1983**

It is clarified that before 22-04-2000 the Selection Grade was being granted with immediate effect, but in the year 1997, the terms and conditions for grant of Selection grade were framed /circulated by this department vide No.FD(R)VI-18/96/1912-72 dated 28th April,1997. Therefore, the same benefit was allowed to the entitled Government employees from the date of availability of post with the condition prescribed for this purpose vide this purpose vide this department No.FD(R)VI-18/2000/604-704 dated 22nd April, 2000.

2. Therefore, the Administrative Department may dispose off the subject matter in the light of the conditions as laid down in the aforesaid circulars accordingly

No.FD(R-I)VI-18/2006/820. Dated Quetta the 13th June 2006

SECTION-7

**SENIOR TEACHING POSTS
(NPS) RULES, 1974
(779 - 780)**

NOTIFICATION

In exercise of the powers conferred by article 241 of the constitution of the Islamic republic of Pakistan, the governor of BALOCHISTAN is pleased to make the following rules namely:-

**THE BALOCHISTAN SENIOR TEACHING POSTS (NATIONAL PAY SCALES)
RULES, 1974**

1. Short title, application and commencement.-(1) These rules may be called the Balochistan senior teaching posts (national pay scales) rules, 1974.

(2) Subject to the provisions of rule 4 and 5, they shall be deemed to have come into effect from the 1st day of march, 1972: provided that no arrears of pay shall be payable as a result of fixation of pay under these rules in respect of the period prior to 1st august, 1973.

3) Subject to the provisions of rule 4, these rules shall apply to government servants holding teaching posts specified in the Schedule.

2. Definitions- In these rules, unless there is anything repugnant in the subject or context

(a) "Annexure" means an annexure appended to these rules;

(b) "Revised consolidated scales" means a scale of pay prescribed under the Balochistan education service (gazetted teaching posts) pay revision rules. 1971 as amended from time to time;

(c) "Existing Government servant" means- a government servant to whom these rules apply and who was in service of the government on 29th day of February, 1972 and continued in service after that date;

(d) "Education Department" means the education department of the government of the Balochistan.

(e) "Existing Pay" means the pay that would have been drawn under the existing pay scale by an existing government servant- as defined in clause c on 1st march, 1972 or the date with effect from which he opts for national pay scales as the case may be.

Provided that in the case of a post in respect of which it is mentioned in the schedule that national pay scale includes special pay or technical pay previously prescribed for it the terms existing pay shall also include such special pay or technical pay as the case may be;

(f) "Existing pay scale" means the scale of pay to which an existing government servant was entitled immediately before the date with effect from which he opts for the national pay scales in accordance with the rules applicable to him on that date;

(g) Finance department" means the finance department of the Government of Balochistan

(h) "government" means the government of Balochistan;

(i) "pay" means the amount drawn monthly by a government servant otherwise than as special

pay, technical pay, personal pay or as an allowance;

(j) "Pay Scale" includes a fixed rate of pay;

(k) "National pay scales" means the scales of pay specified in Annexure "A" and

(l) "Schedule" means the schedule to these rules

3. Applicability of the National Pay Scales - subject to the provisions of rule 4, national pay scale shall apply to the government servants holding posts specified in the schedule.

4. Right of option-(1) Every government servant shall have the right to opt for the national pay scales or his existing pay scales.

(b) an existing government servant as defined in clause c of rule 2 opting for the national pay scales may opt these rules with effect from the 1st march, 1972 or any date thereafter upto and including the 28th February, 1974.

(2) The option shall be exercised in writing and shall be communicated to the audit officer under a registered cover (acknowledgement due) within a period of four months from the publication of the notification of these rules, and, in the case of posts included in the schedule after the date of publication of notification of these rules, within a period of four months from the publication of such inclusion.

(3) In case an existing government servant, at the time of publication of notification of these rules, is out of Pakistan, or is on leave, and has, for some reasons, not been able to exercise option, he may exercise the option and communicate it to the audit officer within four months from the date of his taking over the charge of his post in Pakistan.

(4) if an existing government servant fails to opt for existing pay scales or national pay scales within the period prescribed in sub rule(2) and (3), it will be presumed that he has opted for the national pay scales with effect from 1st of march, 1972.

(5) the option once exercised shall be final.

Explanation I-An existing government servant can either opt for the national pay scales or for the existing pay scales. it is not open to him to opt for the national pay scales in the case of some post or posts and the existing pay scales in the case of other post or posts.

Explanation II-Compensatory allowance sanctioned in the finance department's letter No. FD-(R) 1-1/70 dated 29th September,1970; shall be admissible only to those existing government servants who opt for the national pay scales.

(6) The existing government servants who do not opt for the national pay scales, shall continue to be governed by these rules, orders etc., regarding scales of pay, allowances etc. that would have been applicable to them but for the making of these rules.

5. Fixation of pay in the National Pay Scales- (1) the pay of existing government servants who do not opt for the existing pay scales shall be fixed in the national pay scales, with effect from the date they opt for the national pay scales under rule 4 or such date on which such scales are deemed to have been opted.

Provided that no arrears as a result of fixation of pay will be payable in respect of the period prior to 1st August, 1973.

(2) Subject to the provisions of sub-rules (5) and (6) of this rule, the pay shall be fixed at a stage in the national pay scales next above the existing pay:

Provided that in the case of an existing government servant holding the post of associate professor now redesignated as assistant professor in a government college, the pay shall be fixed at the stage next above the existing pay plus Rs.100/-

(3) If the existing pay of an existing government servant is higher than the maximum of the relevant national pay scale. this pay shall be fixed at the minimum of the national pay scale and the difference shall be allowed as personal pay.

(4) The personal pay referred in sub rules(3) and (6) of this rule shall be reduced by any amount by which the pay of the government servant is increased after the coming into force of these rules and shall cease to be payable as soon as his pay is increased by an amount equal to his personal pay.

(5) The government servant who were appointed to a post specified in the schedule by initial recruitment on or after the first march 1972 shall not be allowed the benefit of fixation of pay under sub rule(2). they shall be deemed to have been appointed at the minimum of the relevant national pay scale.

(6) In the case of government servants who were eligible, subject to option to the benefit of fixation of pay under the Balochistan (non-gazetted) teaching staff (national pay scales) rules, 19 (to be notified) pay in the relevant national pay scale shall be fixed at the stage equal to their existing pay, and if there is no first stage, at the next above stage plus personal pay equal to the difference.

(7) The pay of every government servant covered by rule 5 shall be fixed both in the scale of his substantive post and the scale of post held by him in temporary or officiating capacity.

6. Increments in the national pay Scales - the increments in the national pay scales shall fall due on the 1st day of December, following the completion of at least six months' service at a stage in relevant national pay scale.

7. Admissibility of next higher national pay scale after reaching the maximum of lower scale - (1) subject to the provision of sub rule (2), a government servant who has reached the maximum of national pay scale No. ii) or 17 shall be brought on to national pay scale No.17 or 18 respectively with effect from the 1st December of the year in which he completes 3 years of such service at the above mentioned maximum as counts for increments under the rules, subject to the following conditions:

that he has earned in succession from the year of reaching of maximum upto the year of moving over (both years included) annual confidential report without any adverse entry. if this condition is not fulfilled such government servant shall wait at the maximum till he has earned in succession the requisite number of reports without any adverse entry, and his move over to the next higher scale shall take effect from the 1st of December of the year following the one for which the last such report is earned.

(2) A government servant, who will be adjusted in, or whose pay scale is, national pay scale No. 16. will be allowed to move over only upto national pay scale No.17, and a government servant who will be adjusted in, or whose pay scale is, national pay scale No. 17 will be allowed to move over only upto national pay scale No. 18.

(3) When a government servant to draw pay in the next higher national pay scale under sub rule (1), his pay in the higher stage shall be fixed at a stage equal to the maximum of the lower national pay scale and if there is no such stage the next lower stage with personal pay equal to the difference. the personal pay will be absorbed in future increments.

8. Fixation of pay on promotion - (1) subject to the provision of rule 9, *in* the case of promotion from a lower to a higher post, where the stage *in* the national pay scale of post, next above the substantive pay of the government servant concerned in the national pay scale of the lower post, gives a pay increase equal to, or less than a full increment in the pay scale of higher post, the initial pay in the national pay scale of higher post will be fixed after allowing a premature increment in the national pay scale of higher post:

Provided that a government servant, who is promoted from national pay scale No. 17 to national pay scale No. 18 after the expiry of a period of three years from the date of reaching the maximum of national pay scale No. 17 shall be allowed minimum benefit equal to two increments in national pay scale No. 18.

(2) if, by virtue of the benefit admissible under rule 7, a government servant is already drawing in the national pay scale of the higher post at the time of his promotion, he will be allowed one advance increment in that scale with effect from the date of promotion:

Provided that if the promotion is from a post carrying national pay scale no. 17 to a post carrying national pay scale no. 18, the government servant shall be allowed two advance increments in the higher scale.

(3). All existing rules or orders allowing minimum benefit to the government servant on promotion from a lower to a higher post shall cease to be applicable to the government servants drawing pay in the national pay scale.

9. If a government servant in national pay scale No. 17 is appointed to a post in national pay scale no. 18 before he enters the 7th year of service, he shall draw the minimum of national pay scale and next increment in that scale shall accrue to him on the first day of December, following completion of the 7th year of service.

The length of service for the purpose of this rule will be computed in the manner given in the explanation under sub rule (2) of rule 10.

10. Admissibility of pay of the post in national pay scale no. 19 and above- (1) if a government servant is appointed to a post shown in part-ii of the schedule (hereinafter referred to as the aid post) on or after the date from which he has opted for the national pay scales, but has not, on the day of his appointment to the said post, completed the minimum length of service prescribed for such post in column 5 of the schedule, he shall

be entitled to the minimum of the national pay scale prescribed for the said post only from the date he completes the prescribed minimum length of service, and till such time as he completes prescribed minimum length of service, he shall be entitled to

(a) the pay admissible to him from time to time in the lower post held by him immediately before his appointment to the said post; and

(b) the difference between the pay referred to in clause (a) and the minimum of the national pay scale of the said post reduced by 20 % of the difference for every year or part of the year by which his service falls short of the prescribed length of service subject to a maximum reduction of eighty percent;

Provided that in the case of posts included in part ii of the schedule for which remuneration laid down in that part of the schedule is pay in a time scale plus a special pay, the special pay shall not be effected by this rule.

(2) If a government servant was holding a post shown in part ii of the schedule immediately before the date from which he opts for the national pay scales but had not completed the prescribed length of service on that date, his pay shall first be fixed in the next lower national pay scale under relevant provisions of these rules and thereafter, with reference to pay so

fixed, his pay in the national pay scale of the post held by him shall be determined in accordance with the provisions of sub rule (1).

Explanation:- In computing the length of service for the purpose of this rule:-

- (a) to the length of service in national pay scale No.17 or above (formerly called class-I service) shall be added full of the service in national pay scale No. 16 (formerly called) class-II service) and half of the service in national pay scales lower than scale no. 16 (formerly called non-gazetted service) if any, and
- (b) the service rendered under federal government or other provincial governments shall also be taken into account.

11. Selection Grade (1) There shall be selection grade the National Pay Scale.

Provided that the existing government servants, who were drawing pay in the existing selection grade on the 28th may, 1974 shall be allowed the national pay scale as shown in part iii of the schedule.

(2) Subject to the provisions of sub rule (3) the existing government servants who opt for the existing pay scale shall be entitled to the existing selection grades.

(3) The number of selection grade post available for existing government servant opting for the existing pay scales shall be worked out in accordance the percentage in force immediately coming, force these rules, on the basis of total number of existing government servants opting for the existing pay scales.

12. Technical Pay- there shall be no technical pay attached to any post in the national pay scale, nor shall it be granted to any government servant drawing pay in the national pay scale.

13. Special Pay – If a special pay attached to a post or admissible to certain incumbents of such posts in the existing pay scales, such special pays shall, unless otherwise specified in the schedule, continue to be admissible at the existing rates with national pay scales, without any maximum limit of pay.

14. Charge Allowance- the charge allowance shall be allowed to the posts of principals and head masters/headmistresses in the national pay scales according to the following rates:-

- | | |
|---|---------------|
| (1) headmaster/headmistress of government high schools/principal
Comprehensive High School | Rs. 50/- P.M. |
| (2) principal government intermediate college/principal, commercial
institute, Quetta. | Rs.100/- P.M. |
| (3) principals government degree colleges/principal, government
polytechnic institute | Rs.150/- P.M. |

15. Teaching experience for promotion to the posts of assistant professors and professors- For promotion to the posts of assistant professors at least 3 years teaching experience and that in the case of promotion to the post of professors at least 4 years teaching experience as assistant professor shall be necessary.

Explanation- If any officer is holding the charge as principal office that period will also be counted, for the purpose of promotion, as teaching experience.

16. All existing rules or orders shall be deemed to have been modified to the extent indicated in these rules. Existing rules and orders not so modified shall continue in force.

17. Government servant engaged on contract- the government servants engaged on contract shall continue to draw their covenanted pay for so long as they hold the posts in which they were recruited, but if they are employed in another post they shall either draw the pay of latter post as prescribed in the schedule the covenanted pay, whichever is more beneficial to them.

18. Additions to or modification in the Schedule - the government may from time to time, add the schedule with such conditions as it may deem fit.

19. Relaxation- in cases where the operation of these rules causes undue hardship to a government servant, the government may, for reasons to be recorded in writing, relax any of these rules in his favour.

ANNEXURE 'A'

NATIONAL SCALES OF PAY FOR GAZETTED GOVERNMENT SERVANTS

Scale No.	National Scales of Pay	Prescribed Length of Class I Service
16	400-35-750/50-1,000	Nil
17	500-50 1,000/50-1,250 (Junior Class I)	Nil
18	1,000-75-1,750 (Senior Class I)	Nil
19	1,800-80-2,200	13 Years
20	2,300-100-2,600	15 Years
21	2,750 (Fixed)	20 Years
22	3,000 (Fixed)	22 Years

ANNEXURE 'B' **OPTION FROM**

I _____ opt/do not opt for the National Pay Scales introduced by the Balochistan Senior Teaching Posts (National Pay Scales) Rules 1974 with effect from _____.

I fully understand that the option once exercised in final.

Signature

Dated

Name in block Letters _____
Fathers' Name _____
Designation _____
Branch/Section _____
Office/Department _____

**SCHEDULE
PART I**

S.No. 1	Designation of the posts 2	Existing Pay Scales 3	National Pay Scales 4	Remarks 5
A-GENERAL EDUCATION				
1. Schools		Rs.	Rs.	
i.	Head-Masters/Head- Mistresses of High Schools			
ii.	District Inspector/District Inspectors of School			
iii.	Deputy Inspector/Deputy Inspectors of School Subject Specialist, Govt Colleges	450-50-1,000	500-50-1,000/50-1,250 (No.17)	
2. Colleges				
1.	Director of Physical Education	i. 350-35-525/40-925 for B.A./B.Sc, plus Senior Diploma in Physical Education ii. 450-50-1,000 for those possession Master's Degree in Physical Education	i. 400-35-750/50-1,000 (No.16) ii. 500-50-1,000/50-1,000 (No.17)	
2.	Demonstrator/Instructors	i. 350-35-550/40-925 for M/Sc, 2 nd Div: ii 300-20-600 for B.Sc 2 nd Division	400-35-750/50-50-1,000 (No.16)	
3.	Librarian	Note:- Number of posts in NPS No.17 will be determined separately. i. 350-35-550/40-925 for B.A./B.Sc, with Diploma in Library Science. ii 450-50-1,000 for possessing Master's Degree in Library Science.	i. 400-35-750/50-1,000 (No.16) ii. 500-50 1,000/50-1,250 (No.17)	
4.	Lecturer	Note:- Number of posts in NPS No.17 will be determined separately. 450-50-1,000	500-501,000/50-1,250 (No.17)	
5.	Asstt: Profess/Principal, Intermediate College	600-50-1,200	1,000-75-1,750 (No.18)	
3. GENERAL				
1.	Assistant Director/Registrar Dept: Examination	450-50-1,000	500-501,000/50-1,250 (No.17)	
2.	Deputy Director (Schools)			
3.	Divisional Inspector/Div: Inspectoress of Schools.			
4.	Deputy Director (Women)	875-751,700	1,00075-1,750 (No.18)	
5.	Deputy Director (Colleges)			
6.	Principal Govt: Comprehensive High School			

B-TECHNICAL EDUCATION

S.No.	Designation of the Post	Existing Selection Grades	National Pay Scales	Remarks
1.	Director of Physical Education	350-35-525/40-925	400-35-750/50-1000 (No.16)	
2.	Librarian	i) 350-35-525/40-925 for B.A./B.Sc, with Diploma/in Library Science ii)450-50-1,000 for those possessing Master's Degree in Library Science	400-35-750/50-1,000. (No.16) ii 500-50-1,000/50-1,250 (No.17)	
Note-Number of posts in NPS No. 17 will be determined separately.				
3.	Instructor, Polytechnic a .Technical Subject	450-50-1,000		
	b. Related Studies			
4.	Senior Instructor, Polytechnic a. Technical Subject	500-50-1,200 plus Rs.50 as technical pay per month for Senior Instructors of Technical Subjects possessing Engineering Degree.	500-50-1,000/50-1,250 (No.17)	
	b. Related Studies		Technical Pay merged	
5.	Head of Department, Polytechnic a. Technical Subject	875-75-1,700 plus Rs.100 as Tech pay for Heads of Deptt: of Tech Sub: Subjects possessing Engineering Degree.	1,000-75 1,750 (No.18) (Tech: pay merged)	
	b. Related Studies			
6.	Instructor Government Commercial Institute, (b) English/Urdu Short-hand & Typewriting.	450-50-1000	500-50-1000/50-1250 (No.17)	
7.	Junior Instructor, Government Commercial Institute/ P. Technic a. English Shorthand and Typewriting	300-20-600 for B.Com in Commercial Institute & B.Sc. in polytechnic Institute.	400-35-750/50-1000 (No.16)	If future only M.Sc/M.Com Will be eligible For appointment For this post.
	b. Commerce.			
8.	Principal Government Vocational Institute.	450-50-1000	500-50-1000/50-1250 (No.17)	
9.	Principal Government commercial Institute	600-50-1200	1000-75-1750 (No.18)	

C-SPECIAL INSTITUTIONS

1.	Subject Specialist (Men & Women) Physical Education and sport Centre/Education Extension Centre	600-50-1200	500-50-1000/50-1250 (No.17)	
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S.No.	Designation of the Post	Existing Selection Grades	National Pay Scales	Remarks
SCHEDULE-PART II				
A-GENERAL EDUCATION				
Colleges				
1.	(i) Professors)		
	(ii) Principal of Govt. Degree Colleges (Men & Women))		
) 875-75-1700	1800-80-2200 (No.19)	13 years of Class 1 Services is necessary for this Scale
	(iii) Vice Principal of Govt: Degree Colleges)		
B-TECHNICAL EDUCATION				
1.	(i) Principal of Polytechnic Institute	1700-100-2000	1800-80-2200 (No.19)	13 years of Class 1 Services is necessary for this Scale

SCHEDULE – PART - III
A-GENERAL EDUCATION

I. SCHOOLS				
1.	(i) Headmasters/Headmistresses of High Schools.)		
	(ii) Deputy Inspectors/Deputy Inspectoress of Schools.) 750-75-1500	1000-75-1750 (N.18)	
	(iii) Assistant Directors)		
	(iv) District Inspectors/ Inspectoresses of Schools)		
2.	(i) Deputy Directors (Schools))		
	(ii) Deputy Director (Colleges)) 1700-100-2000	800-80-2200	
	(iii) Divisional Inspector/ Divisional Inspectoress of Schools)		

II-COLLEGES

1.	Professors.			
2.	Principals/Vice Principals of Govt. Degree Colleges (Men & Women)	1700-100-2000	1800-80-2200 (No.19)	

B-TECHNICAL EDUCATION

1.	Head of Department Polytechnic Institute)		
	a) Technical Subjects) 1700-100-2000	1800-80-2200 (No.19)	
	b) Related Studies)		
2.	Principal , Polytechnic Instt:	2000-100-2200		
3.	Principal, Govt. Commercial Institute	875-75-1700	1000-75-1750 (No.18)	

Note:- 1.The existing facilities for grant of advance increment on account of improvement of qualifications from foreign institutions and Doctorate Degrees from the Universities in Pakistan as admissible under Government of defunct West Pakistan, Finance Department Memo No.1106-Exp(Ed.) 59, dated 25th June, 1959 and letter No. SO. (SR-4) 7-8/68, dated 29th Oct, 1969, shall continue to be admissible to the Government servants to whom these rules apply,

2. The qualifications prescribed in the relevant service rule shall continue to apply with the National Pay Scale of the post shown in this Schedule.

No. FD (R) VII-12/74 Dated 8th August 1974

NOTIFICATION

The Governor of Balochistan is pleased to order that the following amendments shall be made in the Balochistan Senior Teaching posts (National Pay Scales) Rules, 74 notified vide No. FD (R) VII-12/74 dated 8th August, 1974.

The explanation below rule 10 (2) of the above referred rules may be substituted as under:-

Explanation in computing the length of service for the purpose of this rule:-

- a) to the length of service in National Pay Scale No.17 (formerly Class I service) shall be added half of the service in National Pay Scale No.16 (formerly class II service) and 14th of the service in National Pay scale lower than scale No.16, if any and

Rule 15 of the above referred Rules may be substituted as under:-

“All existing rules or orders shall be deemed to have been modified to the extent indicated in these rules. All existing rules and order snot so modified shall continue in force”.

NO.FD (R) VII-12/75 Dated Quetta the 17th May, 1975

SECTION-8

STRENGTH OF EMPLOYEES/POSTS

(791 - 792)

Subject:- **SANCTIONED STRENGTH**

Grade-wise sanctioned strength of posts in Balochistan upto June, 1983 is as under:-

GRADES	NO. OF EMPLOYEES
1.	19714
2.	10220
3.	3269
4.	1692
5.	8288
6.	8662
7.	1017
8.	3961
9.	529
10.	777
11.	1581
12.	95
13.	66
14.	1988
15.	39
16.	1182
17.	1480
18.	379
19.	83
20.	30
21.	4
22.	1

NO.FD (R) III-40/83-PC. Dated Quetta the 30th July, 1983

Subject:- **SANCTIONED POSTS IN B-21, B-20 AND B-19 IN VARIOUS DEPARTMENTS IN BALOCHISTAN (1982-83)**

S.NO.	DEPARTMENT	NO.OF POSTS OF GRADE-20	NO.OF POSTS OF GRADE-19.
1.	Services and General Admn: Deptt	3	1
2.	Provincial Assembly	1	-
3.	Law Department	2	-
4.	Governor's Secretariat/M.S.	1	1
5.	Balochistan Public Service Commission	-	2
6.	Home Department	1	1
7.	Commissioners	4	4
8.	Deputy Commissioners	-	5
9.	Local Government Department	1	3
10.	Zakat Department	1	2
11.	Finance Department	1	1
12.	Board of Revenue	1	-
13.	Planning & Development Department	2	6
14.	Information Department	-	1
15.	District & Session Judges	1	3
16.	Police Department	-	4
17.	Prisons Department	-	1
18.	Communication & Works Deptt:	3	7
19.	Education Department	3	32
20.	Bolan Medical College	15	16
21.	Health Department	2	22
22.	Labour/Industries Department	1	5
23.	Food Department	1	1
24.	Agriculture Department	1	3
25.	Live Stock Department	1	2
26.	Forest Department	1	2
27.	Fisheries Department	-	1
28.	Cooperative Department	-	1
29.	Irrigation & Power Department.	2	6
	Total:-	49	133

Posts in Grade – 21 and above in Balochistan

1. Chief Secretary
2. Additional Chief Secretary.
3. Member Board of Revenue
4. Inspector General of Police
5. Chairman Balochistan Public Service Commission.

Subject:- **SCALE-WISE NUMBER OF PROVINCIAL CIVIL SERVANTS AS ON 30-09-1983.**

Details of scale-wise number of Provincial servants are given as under:-

GRADES	NO.OF EMPLOYEES
1.	19714
2.	10220
3.	3269
4.	1692
5.	8288
6.	8662
7.	1017
8.	3961
9.	529
10.	777
11.	1581
12.	95
13.	66
14.	1988
15.	39
16.	1182
17.	1480
18.	379
19.	83
20.	30
21.	4
22.	1
Total:-	65057

NO.FD (R) III-40/83-P.C. Dated Quetta the 23rd October, 1983.

Subject:- **GRADE-WISE STRENGTH OF PROVINCIAL EMPLOYEES.**

Grade-wise sanctioned strength of Provincial employees for the year 1985-86 is as under:-

GRADE	NO.OF EMPLOYEES	GRADE	NO.OF EMPLOYEES
B-1	26029	B-11	2410
B-2	12030	B-12	1168
B-3	3319	B-13	36
B-4	2391	B-14	817
B-5	6260	B-15	1346
B-6	4380	B-16	1250
B-7	8367	B-17	3070

B-8	828	B-18	541
B-9	4112	B-19	143
B-10	2055	B-20	55

2. Proportion (percentage) of employees in Scale B.1-15 and B.16-22 is as under:-

- i) BPS. 1-15 93.72% of total
ii) BPS-16-22 6.27% of total

NO.FD(R) III-40/P.C.-86. Dated Quetta the 17th July, 1986.

Subject: **STATEMENT SHOWING NUMBER OF EMPLOYEES (B-1-22) WORKING IN THE PROVINCIAL SECRETARIAT, 1985-86**

SCALE NO.	NUMBER OF POST
B-1	456
B-2	1
B-3	-
B-4	74
B-5	198
B-6	91
B-7	4
B-8	-
B-9	-
B-10	1
B-11	172
B-12	148
B-13	-
B-14	-
B-15	45
B-16	65
B-17	70
B-18	38
B-19	12
B-20	21
B-21	2
B-22	1

No.FD(R) III-40/87-PC. Dated Quetta the 3rd March, 1987.

Subject: **DETAIL OF SCALE WISE (BPS-1-22) NUMBER OF PROVINCIAL CIVIL SERVANTS AND EMPLOYEES OF AUTONOMOUS BODIES AND CORPORATIONS.**

Sanctioned strength of employees is given as under, so far as the employees of Autonomous Bodies are concerned, this department has no such information.

**STATEMENT SHOWING NUMBER OF EMPLOYEES (B-1-22) WORKING IN THE
PROVINCIAL SECRETARIAT, 1987-88**

SCALE NO.	NUMBER OF POST
B-1	28860
B-2	13155
B-3	3051
B-4	4132
B-5	7662
B-6	3119
B-7	16360
B-8	1235
B-9	5174
B-10	291
B-11	3348
B-12	743
B-13	45
B-14	568
B-15	2764
B-16	1458
B-17	3541
B-18	741
B-19	210
B-20	99
B-21	6
B-22	1

No.FD (R.) III-40/88-PC4668 Dated Quetta the 11th Oct., 1988.

Subject:- **SANCTIONED STRENGTH OF EMPLOYEES**

The requisite information is given below:

1988-89

SCALE NO.	NUMBER OF EMPLOYEES	BPS	NUMBER OF EMPLOYEES
B-1	29432	B-12	855
B-2	13158	B-13	106
B-3	3058	B-14	525
B-4	4326	B-15	2768
B-5	8221	B-16	1493
B-6	3154	B-17	3645

B-7	16506	B-18	769
B-8	1506	B-19	217
B-9	5024	B-20	98
B-10	320	B-21	6
B-11	3348	B-22	1

NO.FD (R) III-40/89/P.C. Dated Quetta the 2nd October, 1989.

Subject:- **SANCTIONED STRENGTH OF EMPLOYEES IN B-18 TO B-22**

The requisite information is given below:-

JUNE 1989

BPS	NUMBER OF EMPLOYEES
B-18	769
B-19	217
B-20	98
B-21	7
B-22	1

No..FD (R.) III-40/90/P.C./ Dated Quetta the 11th February 1990

Subject:- **UP-TO-DATE GRADE-WISE SANCTIONED STRENGTH**

The requisite information (sanctioned strength) is given below.

AS STOOD ON 31-12-1989

SCALE NO.	NUMBER OF EMPLOYEES	BPS	NUMBER OF EMPLOYEES
B-1	30245	B-12	883
B-2	13636	B-13	106
B-3	3249	B-14	540
B-4	4624	B-15	2896
B-5	8436	B-16	1537
B-6	3201	B-17	3937
B-7	18199	B-18	828
B-8	1622	B-19	226
B-9	5278	B-20	105
B-10	328	B-21	7
B-11	3678	B-22	1

No..FD (R) III-40/90/P.C./ Dated Quetta the 26th May 1990

Subject:- **SANCTIONED STRENGTH OF EMPLOYEES OF GOVERNMENT OF BALOCHISTAN**

Total details of sanctioned strength of the employees of Government of Balochistan both development & non-development sides scale-wise are as under

1988-89

PAY SCALE	NON-DEVELOPMENT SIDE	DEVELOPMENT SIDE	TOTAL
1	35857	716	36573
2	5596	7	5603
3	3135	-	3135
4	6459	919	7378
5	19895	609	20504
6	4306	40	4346
7	25069	1957	27026
8	823	-	823
9	9094	557	9691
10	226	15	241
11	3687	111	3798
12	934	79	1013
13	91	1	92

14	1075	21	1096
15	457	16	473
16	5774	380	6156
17	6032	120	6152
18	1109	42	1151
19	262	24	286
20	144	6	150
21	6	-	6
22	1	-	1
TOTAL	130032	5620	135694

NO.FD. (R-1) III-62/P-C99 Dated Quetta the 22nd June, 1990

NUMBER OF EMPLOYEES SERVING IN THE GOVERNMENT OF BALOCHISTAN DURING 1989-90

S.#	NAME OF DEPT T	1	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	G.To tal	
1	General Admn:	1672	64	13	276	796	5	270	180	35	-	789	199	-	16	51	293	295	36	64	19	6	1	5080
2	Provincial Excise	72	-	7	3	18	-	8	99	-	-	25	7	-	-	-	8	2	-	-	-	-	-	249
3	Stamps	1	-	-	0	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	2
4	M.V.T. Acts	14	-	-	0	16	-	11	-	-	-	16	2	-	-	-	2	1	1	-	-	-	-	63
5	Other Taxes	30	-	-	4	23	-	4	19	-	-	13	2	-	-	-	5	-	1	-	-	-	-	101
6	Admn: of Justice	192	1	1	22	130	54	-	13	-	3	34	57	-	1	15	36	33	31	2	7	-	-	632
7	Police / Levies	4807	9561	2,442	203	910	-	126	8	2	-	648	28	-	160	5	36	96	31	4	-	1	-	19068
8	Jails	25	394	38	3	37	19	3	1	14	-	19	11	-	-	-	5	9	1	-	1	-	-	580
9	Civil Defence	7	-	1	4	5	2	2	5	-	-	4	2	-	-	2	1	1	1	-	-	-	-	37
10	Narcotic Control	50	-	7	2	1	-	1	10	-	-	4	1	-	-	-	3	-	-	-	-	-	-	79
11	Civil Works	7631	1831	-	732	876	448	200	2	-	71	339	90	24	9	13	26	126	42	14	4	-	-	12478
12	Public Health	825	663	-	548	556	26	67	9	19	10	156	52	7	1	1	11	52	19	3	2	-	-	3027
13	Community Cent:	82	-	-	3	37	68	-	95	12	-	5	-	-	-	-	81	-	-	-	-	-	-	383
14	Education	3681	12	-	216	791	106	16554	4	4755	-	483	59	-	77	2792	224	1430	272	61	34	-	-	31551
15	Health	2741	209	357	1397	715	1774	171	816	140	18	391	21	-	5	5	213	107	219	45	28	-	-	9372
16	Labour & Manpower	406	11	6	70	98	127	49	42	44	1	67	100	50	178	1	166	64	13	2	1	-	-	1496
17	Sports	15	-	-	1	7	-	6	-	-	-	4	1	-	-	-	8	4	-	-	-	-	-	46
18	Social Welfare	89	2	-	17	36	31	13	2	-	-	45	12	-	27	-	21	16	4	1	-	-	-	316
19	Auqaf	9	-	-	2	16	5	104	-	-	-	2	1	-	-	-	1	3	1	-	-	-	-	144
20	Rural Development	254	-	-	72	433	2	98	1	19	-	160	26	-	-	-	45	94	9	2	-	-	-	1215
21	Irrigation	1919	504	15	291	276	11	145	-	5	48	199	97	8	12	-	23	92	26	8	3	-	-	3682
22	Printing Press	27	18	10	3	36	28	19	8	3	8	4	8	-	-	-	1	1	-	-	-	-	-	174
23	Land Revenue	126	-	-	4	335	6	8	153	133	-	8	5	-	25	-	31	3	3	-	-	-	-	840
24	Agriculture	2368	366	319	521	1368	139	137	75	19	50	113	37	-	22	1	110	280	68	10	1	-	-	6004
25	Animal Husbandry	1851	-	-	54	585	129	7	7	14	-	58	9	-	-	-	13	242	12	3	2	-	-	2986
26	Forestry	870	-	33	138	29	9	2	-	-	-	23	19	17	2	2	42	6	16	2	2	-	-	1212
27	Fisheries	77	-	-	8	30	12	13	14	19	5	9	4	-	5	-	13	17	3	1	-	-	-	230
28	Scientific Deptt:	344	-	-	19	164	182	163	44	17	104	45	13	-	9	92	26	5	3	1	-	-	-	1231
29	Co-operative	27	-	-	6	37	9	12	15	10	10	21	15	-	-	-	15	11	6	-	-	-	-	194
30	Industries	42	-	-	9	75	9	7	-	18	-	9	5	-	-	-	11	14	8	1	-	-	-	208
	Correct Total	30254	13636	3249	4628	8436	3201	18200	1622	5278	328	3693	883	106	540	2897	1537	3025	828	226	105	7	1	102680

SCALE-WISE STRENGTH OF EMPLOYEES OF BALOCHISTAN

Pay Scale	1989-90	1990-91	1991-92	1992-93	1993-94	1994-95	1995-96	1996-97	1997-98	1998-99
1	30245	31506	32445	33607	35156	35228	35459	35459	35785	35857
2	4340	4553	5391	5534	5566	5572	5572	5572	5579	5570
3	2970	2998	3007	3115	3120	3135	3135	3135	3135	3135
4	5015	5438	5640	5859	6281	6346	6417	6417	6444	6390
5	18024	18219	18478	19070	19405	19690	19718	19718	19815	19603
6	3534	3622	3848	3979	4156	4255	4306	4306	4306	4306
7	16703	17607	18484	19932	21462	21610	22374	22374	23644	24967
8	755	772	791	797	800	801	801	801	801	823
9	7513	7657	7873	8212	8657	8699	8762	8762	9032	9094
10	154	157	206	216	221	226	226	226	226	226
11	3061	3129	3236	3364	3496	3534	3651	3651	3678	3421
12	845	857	872	894	914	929	930	930	932	734
13	84	84	84	84	90	91	91	91	91	91
14	877	922	941	1027	1039	1052	1055	1055	1055	1075
15	2832	2937	411	420	454	456	456	456	457	391
16	1443	1514	4669	4980	5204	5273	5462	5462	5774	5656
17	4046	4274	4728	5009	5179	5293	5465	5465	5912	5902
18	828	851	872	907	956	972	993	993	1078	1024
19	202	205	210	221	226	234	234	234	246	246
20	115	121	123	129	131	131	131	131	135	118
21	6	6	6	6	6	6	6	6	6	6
22	1	1	1	1	1	1	1	1	1	1
Total:	103593	107430	112316	117363	122520	123534	125245	125245	128132	128636

SANCTIONED STRENGTH FOR 2000-2001

S.#	DEPARTMENT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Total	16	17	18	19	20	21	22	Total:-	G.Total
1	General Administration	2242	106	0	541	1018	0	409	11	56	43	810	234	0	170	141	5781	310	364	96	49	36	11	2	868	6649
2	Provincial Excise	25	0	0	7	254	0	49	0	0	0	72	7	0	64	0	478	3	11	1	0	0	0	0	15	493
3	Stamps	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	3	1	0	0	0	0	0	0	1	4
4	Motor Vehicles Act	13	0	0	1	16	0	11	0	0	0	11	1	0	0	0	53	7	1	1	0	0	0	0	9	62
5	Other Taxes and Duties	9	0	0	3	50	0	27	0	0	0	7	4	0	8	0	108	1	7	1	0	0	0	0	9	117
6	Administration of Justice	572	17	2	66	254	25	135	1	1	1	100	106	3	6	14	1303	23	142	43	23	22	1	0	254	1557
7	Police/ Levies	6533	44	0	4339	8740	242	2759	0	4	0	696	256	0	674	1	24288	240	116	34	2	1	1	0	394	24682
8	Jails & Convict Settlement	118	0	0	196	370	--	8	0	3	0	15	2	0	0	28	740	6	15	5	0	1	0	0	27	767
9	Civil Defence	13	0	0	4	2	--	2	0	6	0	16	2	0	3	0	48	1	2	1	0	0	0	0	4	52
10	Narcotic Control	0	0	0	0	51	1	9	0	0	0	11	1	0	10	0	83	0	3	0	0	0	0	0	3	86
11	Civil Works	8508	1426	8	601	982	378	543	7	100	306	199	30	0	68	62	13218	32	215	40	16	1	0	0	304	13522
12	Public Health Service	1042	671	0	908	625	31	77	9	20	12	186	60	8	1	1	3651	17	146	22	3	4	0	0	192	3843
13	Community Centres	96	0	0	3	64	98	10	71	12	0	5		0	0	0	359	92	0	0	0	0	0	0	92	451
14	Education	6068	38	5	341	1392	57	261	16	30609	2	1788	398	0	67	934	41976	5200	2923	340	135	77	0	0	8675	50651
15	Archives	5	1	0	1	0	0	0	0	0	1	2	0	0	0	0	10	2	1	1	0	0	0	0	4	14
16	Health	3473	2797	54	531	2612	1013	120	26	551	218	232	56	0	652	10	12345	240	1887	201	39	2	0	0	2369	14714
17	Manpower & L. Management	327	11	6	73	105	132	96	42	45	1	77	10	50	90	6	1071	172	68	15	2	0	0	0	257	1328
18	Sports & Recreation	72	0	3	15	0	2	0	0	0	0	16	2	0	0	1	111	6	9	1	1	0	0	0	17	128
19	Social Security & Social Welfar	477	3	0	34	56	36	24	2	0	0	66	14	0	30	0	742	109	30	10	3	0	0	0	152	894
20	AUQaf	9	0	0	7	24	17	107	1	0	0	0	2	1	0	0	168	1	1	0	1	0	0	0	3	171
21	AgricultureFood	3465	568	98	238	857	2035	88	16	76	2	211	82	0	0	30	7766	125	457	99	22	2	0	0	705	8471
22	Land Revenue	184	1	1	8	513	0	19	0	24	0	126	7	0	69	0	952	29	6	1	0	1	0	0	37	989
23	Animal Husbandry	2392	2	6	120	460	439	5	0	28	0	67	15	0	0	0	3534	30	365	18	4	1	0	0	418	3952
24	Forestry	667	403	0	94	61	145	0	8	0	0	73	7	0	0	8	1466	20	7	20	3	2	0	0	52	1518
25	Fisheries	56	0	22	39	21	16	0	6	31	0	19	4	0	0	7	221	17	12	0	1	1	0	0	31	252
26	Cooperation	35	3	0	12	80	9	0	0	25	0	4	3	0	1	4	176	18	1	7	1	0	0	0	27	203
27	Irrigation	1783	510	15	340	303	17	146	0	8	49	152	87	8	12	0	3430	19	83	28	8	3	0	0	141	3571
28	Rural Development	280	0	0	483	100	0	95	0	1	0	226	32	--	0	0	1217	95	110	6	7	1	0	0	219	1436
29	Industries	200	5	0	18	129	22	22	129	0	3	100	31	4	7	10	680	80	25	7	2	1	0	0	115	795
30	Stationery and Printing	16	7	0	3	16	15	12	0	3	0	4	8	0	0	0	84	2	1	0	0	0	0	0	3	87
31	Mineral Resource (Sci: Deptt:	74	2	0	10	48	9	0	0	5	0	26	17	0	0	2	193	19	5	6	2	0	0	0	32	225
	TOTAL	38755	6615	220	9036	19203	4739	5035	345	31608	638	5317	1478	74	1933	1259	126255	6917	7013	1004	324	156	13	2	15429	141684

SANCTIONED STRENGTH FOR 2003-2004

DEPARTMENTS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Total:-	16	17	18	19	20	21	22	Total:-	Total
GENERAL ADMN	2326	87	-	510	1279	-	408	11	57	-	646	238	2	216	79	5859	389	462	146	50	30	11	1	1089	6948
PROVINCIAL POLICE	26	-	-	8	261	-	51	-	-	72	15	1	64	1	-	499	6	12	1	-	-	-	-	19	518
STAMPS	1	-	-	-	-	-	1	-	-	-	-	-	-	1	-	3	1	-	-	-	-	-	-	1	4
MOTOR VEHICLES ACT	13	-	-	1	16	-	11	-	-	-	11	1	-	-	-	53	7	1	1	-	-	-	-	9	62
OTHER TAXES	14	-	-	6	55	-	27	-	-	-	7	6	-	8	1	124	1	8	1	-	-	-	-	10	134
ADMN OF JUSTICE	788	-	5	66	366	18	163	1	-	-	109	140	-	-	-	1656	56	177	67	33	1	-	-	334	1990
PROVINCIAL POLICE	961	5	3	29	13553	-	3516	28	45	-	1057	33	-	834	38	20102	314	137	54	3	2	-	-	510	20612
LEVIES	74	-	-	8004	610	319	280	-	196	-	24	9	-	94	1	9611	54	-	9	-	1	-	-	64	9675
JAILS	94	525	-	20	172	1	48	4	4	-	14	7	-	28	13	930	5	21	6	1	-	-	-	33	963
CIVIL DEFENCE	11	-	-	4	7	-	11	-	4	-	14	-	-	5	2	58	2	6	1	-	-	-	-	9	67
NARCOTIC CONTROL	-	-	-	-	45	-	17	-	-	-	-	1	-	20	-	83	3	-	-	-	-	-	-	3	86
CIVIL WORKS	1957	7460	713	465	1050	152	411	284	333	11	522	54	28	5	20	13465	96	261	49	17	5	-	-	428	13893
PHE	3112	14	-	105	112	2	78	12	29	-	205	28	1	19	2	3719	44	124	31	4	3	-	-	206	3925
COMMUNITY CENTRES	96	-	-	3	64	98	10	71	12	-	5	-	-	-	-	359	92	-	-	-	-	-	-	92	451
EDUCATION	6574	38	5	394	1446	59	25958	17	8109	199	1791	402	-	69	898	45959	5502	2982	340	139	76	-	-	9039	54998
ARCHIVES	5	1	-	1	3	-	-	-	-	1	3	-	-	-	-	14	2	2	1	-	-	-	-	5	19
HEALTH	3427	2871	54	585	2552	1047	245	26	570	218	253	68	-	803	10	12729	240	1998	240	40	2	-	-	2520	15249
POPULATION PLANNING	405	2	-	101	153	-	217	100	-	-	132	53	-	-	1	1164	54	91	11	4	1	-	-	161	1325
LABOUR & MANPOWER	318	11	6	68	105	132	96	42	45	1	77	10	50	89	6	1056	172	68	15	2	-	-	-	257	1313
SPORTS	71	-	3	15	-	2	-	-	-	-	17	2	-	-	1	111	6	9	1	1	-	-	-	17	128
SOCIAL WELFARE	499	3	-	48	73	36	35	2	-	-	70	14	-	30	-	810	116	34	10	3	-	-	-	163	973
AUQAF	9	-	-	7	24	17	107	1	-	-	-	2	1	-	-	168	1	1	-	1	-	-	-	3	171
AGRICULTURE	3405	674	98	338	957	2035	88	16	76	2	211	82	-	-	30	8012	126	457	99	22	2	-	-	706	8718
LAND REVENUE	186	2	1	6	491	-	17	-	28	-	125	7	-	72	-	935	26	4	1	-	1	-	-	32	967
ANIMAL HUSBANDRY	2684	2	6	120	460	439	5	-	28	-	67	15	-	-	-	3826	30	365	18	4	1	-	-	418	4244
FORESTRY	671	463	-	94	61	145	-	8	-	-	76	7	-	-	8	1533	21	7	15	3	2	-	-	48	1581
FISHERIES	59	22	-	42	22	17	-	6	32	-	20	6	-	-	7	233	17	12	-	1	1	-	-	31	264
COOPERATION	37	2	-	13	80	9	-	-	25	-	4	3	-	1	4	178	18	1	7	1	-	-	-	27	205
IRRIGATION	1846	518	15	344	306	42	149	7	8	49	176	87	8	13	-	3568	21	87	29	8	3	-	-	148	3716
RURAL DEVELOPMENT	476	-	-	483	101	-	95	-	1	-	227	32	-	-	-	1415	96	100	6	7	1	-	-	210	1625
INDUSTRIES	254	5	-	28	166	25	30	171	-	3	111	37	6	10	10	856	84	17	8	2	1	-	-	112	968
STATIONERY & PRINTING	16	7	-	-	3	16	15	12	-	3	4	8	-	-	-	84	2	1	-	-	-	-	-	3	87
MINERAL RESOURCES	145	2	-	13	52	10	-	-	5	-	29	20	-	-	2	278	18	5	5	2	1	-	-	31	309
TOTAL:	30560	12714	909	11921	24645	4621	32089	819	9607	559	6022	1373	160	2318	1133	139450	7622	7450	1172	348	134	11	1	16738	156188

Subject:- **DATA REGARDING PROVINCIAL EMPLOYEES.**

The required information related to this Province as requested are prepared on the prescribed proforma mentioned below:-

Component	2000-1	2001-2	2002-3	2003-4	2004-5
Number of Employees	141,149	147,679	152,118	156,188	167,143
	(Rs. in Million)				
Pay	5,214.16	5,676.79	5,996.27	7,670.79	8,136.09
Allowances	4,931.63	5,304.49	5,356.56	5,406.01	5,813.35
Pension	758.28	779.41	857.00	807.77	928.93
Total	10,904.07	11,760.69	12,209.83	13,884.57	14,878.37

No.FD((R-1)III-77/2004/1073, Dated Quetta the 10th May, 2005

SANCTIONED STRENGTH FOR 2004-05

S.NO.	DEPARTMENTS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL	16	17	18	19	20	21	22	TOTAL	G. TOTAL
1	GENERAL ADMN	2338	92	0	511	1281	0	408	13	57	0	646	240	2	217	79	5884	395	477	151	51	36	11	1	1122	7006
2	PROVINCIAL EXCISE	26	0	0	8	261	0	51	0	0	72	15	1	1	64	0	499	6	12	1	0	0	0	0	19	518
3	STAMPS	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	3	1	0	0	0	0	0	0	1	4
4	MOTOR VEHICLES ACT	13	0	0	1	16	0	11	0	0	0	11	1	0	0	0	53	7	1	1	0	0	0	0	9	62
5	OTHER TAXES & DUTIES	14	0	0	6	55	0	27	0	0	0	7	6	0	8	1	124	1	7	1	0	0	0	0	9	133
6	ADMN OF JUSTICE	813	0	5	72	374	18	169	1	0	0	111	143	0	0	0	1706	56	180	67	35	2	0	0	340	2046
7	PROVINCIAL POLICE	997	5	3	44	14919	0	3659	28	195	0	1062	34	0	909	38	21893	363	142	55	3	2	0	0	565	22458
8	LEVIES	71	0	0	6854	481	319	280	0	196	0	21	9	0	91	1	8323	54	0	9	0	1	0	0	64	8387
9	JAILS	96	525	0	20	200	2	49	4	4	0	14	7	0	35	13	969	7	21	6	1	0	0	0	35	1004
10	CIVIL DEFENCE	19	0	0	4	7	6	11	0	4	0	19	0	0	5	3	78	2	11	1	0	0	0	0	14	92
11	NARCOTIC CONTROL	0	0	0	0	45	0	17	0	0	0	0	1	0	20	0	83	3	0	0	0	0	0	0	3	86
12	CIVIL WORKS	1957	7460	713	465	1050	152	411	284	333	11	522	54	28	5	20	13465	96	261	49	17	5	0	0	428	13893
13	PHE	3122	14	0	108	112	2	78	12	29	0	205	28	1	19	2	3732	44	124	31	4	3	0	0	206	3938
14	COMMUNITY CENTRES	96	0	0	3	64	98	10	71	12	0	5	0	0	0	0	359	92	0	0	0	0	0	0	92	451
15	EDUCATION	6574	38	5	394	1446	59	25958	17	8109	199	1791	402	0	69	898	45959	5502	2982	340	139	76	0	0	9039	54998
16	ARCHIVES	5	1	0	1	3	0	0	0	0	1	3	0	0	0	0	14	2	2	1	0	0	0	0	5	19
17	HEALTH	3450	2871	54	585	2552	1047	245	26	570	218	253	68	0	803	10	12752	240	2588	240	40	2	0	0	3110	15862
18	POPULATION PLANNING	405	2	0	101	153	0	217	100	0	0	132	53	0	0	1	1164	54	91	11	4	1	0	0	161	1325
19	LABOUR & MANPOWER	332	11	6	68	109	132	101	42	45	1	82	10	50	89	9	1087	172	68	15	4	1	0	0	260	1347
20	SPORTS	91	0	3	15	30	2	0	0	0	10	17	2	0	0	2	172	6	13	1	1	0	0	0	21	193
21	CULTURE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22	SOCIAL WELFARE	499	3	0	48	73	36	35	2	0	0	70	14	0	30	0	810	116	34	10	4	0	0	0	164	974
23	AUQAF	9	0	0	7	24	17	108	1	0	0	0	2	1	0	0	169	1	1	0	1	0	0	0	3	172
24	FOOD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	AGRICULTURE	3593	682	98	381	975	2069	212	26	104	2	238	100	0	1	86	8567	148	509	117	30	3	0	0	807	9374
26	LAND REVENUE	186	2	1	6	491	0	17	0	28	0	125	7	0	72	0	935	37	4	1	0	1	0	0	43	978
27	ANIMAL HUSBANDRY	2684	2	6	120	460	439	5	0	28	0	67	15	0	0	0	3826	30	365	18	4	1	0	0	418	4244
28	FORESTRY	678	463	0	94	61	145	0	8	0	0	76	7	0	0	8	1540	21	17	16	3	2	0	0	59	1599
29	FISHERIES	61	22	0	42	28	17	0	6	47	0	20	6	0	0	13	262	17	12	0	1	1	0	0	31	293
30	COOPERATION	40	2	0	13	84	9	1	0	25	0	6	3	0	1	4	188	18	2	7	1	0	0	0	28	216
31	IRRIGATION	1896	518	15	374	306	42	168	7	8	49	176	87	8	13	0	3667	21	87	29	8	3	0	0	148	3815
32	RURAL DEVELOPMENT	476	0	0	483	101	0	95	0	1	0	227	32	0	0	0	1415	96	100	6	7	1	0	0	210	1625
33	INDUSTRIES	254	5	0	28	166	25	30	171	0	3	111	37	6	10	10	856	84	17	8	2	1	0	0	112	968
34	STATIONERY & PRINT:	16	7	0	0	3	16	15	12	0	3	4	8	0	0	0	84	2	1	0	0	0	0	0	3	87
35	MINERAL RESOURCES	145	2	0	13	52	10	0	0	5	0	29	20	0	0	2	278	18	5	5	2	1	0	0	31	309
	TOTAL	30957	12727	909	10869	25982	4662	32389	831	9800	569	6065	1397	97	2462	1200	140916	7712	8134	1197	362	143	11	1	17560	158476

Subject:- **DATA REGARDING PROVINCIAL EMPLOYEES.**

The requisite information on the prescribed format in respect of Balochistan Provinces is furnished as under:-

GOVERNMENT OF BALOCHISTAN DATA REGARDING PROVINCIAL EMPLOYEES.

OBJECT	COMPONENT	2000-01	2001-02	2002-03	2003-04	2004-05
00000	Establishment Charges	10324.792	11705.901	12019.794	13139.103	13991.822
01000	Total Pay	5357.211	6032.620	6638.357	7432.922	8007.852
01100	Pay of Officers	985.411	1126.201	1338.349	1632.630	1818.866
01200	Pay of Other staff	4371.801	4906.420	5300.008	5800.293	6188.986
02000	Total Regular Allowance	4890.342	5554.259	5233.944	5328.932	5700.977
02200	House Rent Allowance	1020.208	1190.544	1153.624	1167.052	1114.502
02300	Conveyance Allowance	83.788	109.134	143.456	165.699	175.703
02907	Medical Allowance	103.871	124.762	162.598	210.671	248.491
02999	Other Regular allowance	3682.474	4129.819	3774.266	3785.510	4162.282
03000	Other Allowances (Excluding TA)	77.239	119,022	147,493	377,248	282,993
066100	Pensions	676.408	676,408	857,000	857,000	928,934
	GRAND TOTAL	11001,200	12382,309	12876.794	13996.103	14920.756

No.FD(SO-1)4(5)/2004-05/1110. Dated Quetta the 20th May, 2005.

SANCTIONED STRENGTH FOR 2005-06

DEPARTMENTS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL	16	17	18	19	20	21	22	TOTAL	G. TOTAL
GENERAL ADMN	2353	99	0	522	1282	6	441	16	57	6	649	271	2	217	79	6000	404	484	152	53	36	11	1	1141	7141
PROVINCIAL EXCISE	30	0	0	8	263	0	51	0	0	72	15	5	1	64	0	509	8	13	1	3	1	0	0	26	535
STAMPS	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	3	1	0	0	0	0	0	0	1	4
MOTOR VEHICLES ACT	13	0	0	1	16	0	11	0	0	0	11	1	0	0	0	53	7	1	1	0	0	0	0	9	62
OTHER TAXES & DUTIES	14	0	0	6	55	0	27	0	0	0	8	6	0	8	1	125	1	7	1	0	0	0	0	9	134
ADMN OF JUSTICE	868	0	5	72	423	18	179	1	0	0	111	161	0	0	0	1838	58	191	69	35	2	0	0	355	2193
PROVINCIAL POLICE	1027	5	3	187	17134	0	4015	28	381	0	1065	34	0	963	38	24880	379	142	69	20	8	0	0	618	25498
LEVIES	71	0	0	6854	481	319	280	0	196	0	21	9	0	91	1	8323	54	0	9	0	1	0	0	64	8387
JAILS	100	525	0	20	230	3	50	4	4	0	14	8	0	42	13	1013	7	25	6	1	0	0	0	39	1052
CIVIL DEFENCE	23	0	0	8	10	6	11	0	4	0	22	3	0	5	5	97	2	12	1	0	0	0	0	15	112
NARCOTIC CONTROL	0	0	0	0	45	0	17	0	0	0	0	1	0	20	0	83	3	0	0	0	0	0	0	3	86
CIVIL WORKS	1957	7460	713	465	1050	152	411	284	333	11	522	54	28	5	20	13465	96	332	50	17	5	0	0	500	13965
PHE	3122	14	0	108	114	2	78	14	29	0	207	28	1	19	2	3738	45	151	31	4	3	0	0	234	3972
COMMUNITY CENTRES	96	0	0	3	64	98	10	71	12	0	5	0	0	0	0	359	92	0	0	0	0	0	0	92	451
EDUCATION	6756	38	5	398	1455	59	26452	17	8481	199	1862	424	0	69	898	47113	6030	3401	344	142	78	0	0	9995	57108
ARCHIVES	5	1	0	1	3	0	0	0	0	1	3	0	0	0	0	14	2	2	1	0	0	0	0	5	19
HEALTH	3461	2885	54	585	2552	1047	245	26	570	218	253	68	0	823	10	12797	260	2591	241	56	2	0	0	3150	15947
POPULATION PLANNING	405	2	0	101	153	0	217	100	0	0	132	53	0	0	1	1164	54	91	11	4	1	0	0	161	1325
LABOUR & MANPOWER	335	11	6	72	113	132	105	42	45	1	84	10	50	89	9	1104	174	68	15	6	1	0	0	264	1368
SPORTS	103	0	3	16	31	26	1	0	0	10	18	5	0	0	7	220	6	16	1	1	0	0	0	24	244
CULTURE	3	0	0	0	1	0	1	0	0	0	1	1	0	0	0	7	1	2	1	0	0	0	0	4	11
SOCIAL WELFARE	502	4	0	48	74	36	35	7	0	0	71	14	0	30	0	821	118	36	12	5	0	0	0	171	992
AUQAF	9	0	0	7	24	17	108	1	0	0	0	2	1	0	0	169	1	1	0	1	0	0	0	3	172
FOOD	10	0	0	1	16	0	0	0	0	0	10	3	0	0	0	40	0	1	0	0	0	0	0	1	41
AGRICULTURE	3680	690	98	385	1012	2182	212	29	152	2	277	105	0	1	100	8925	149	1107	117	30	3	0	0	1406	10331
LAND REVENUE	186	2	1	6	491	0	17	0	28	0	125	7	0	72	0	935	37	4	1	0	1	0	0	43	978
ANIMAL HUSBANDRY	2898	2	6	120	467	539	12	0	28	0	74	22	0	0	0	4168	30	657	18	4	1	0	0	710	4878
FORESTRY	678	463	0	94	61	145	0	8	0	0	76	7	0	0	8	1540	21	17	16	3	2	0	0	59	1599
FISHERIES	76	22	0	52	88	22	0	6	82	0	80	16	0	0	18	462	17	12	0	1	1	0	0	31	493
COOPERATION	40	2	0	13	84	9	1	0	25	0	6	3	0	1	4	188	18	2	7	1	0	0	0	28	216
IRRIGATION	1919	518	15	380	319	42	172	7	8	49	188	88	8	13	0	3726	21	90	31	8	3	0	0	153	3879
RURAL DEVELOPMENT	476	0	0	483	101	0	95	0	1	0	227	32	0	0	0	1415	96	100	6	7	1	0	0	210	1625
INDUSTRIES	261	5	0	29	166	25	30	171	0	3	111	38	6	11	11	867	85	17	8	3	1	0	0	114	981
STATIONERY & PRINTING	16	7	0	0	3	16	15	12	0	3	4	8	0	0	0	84	2	1	0	0	0	0	0	3	87
MINERAL RESOURCES	145	2	0	13	52	10	0	0	5	0	29	20	0	0	2	278	18	5	5	2	1	0	0	31	309
TO TAL	31639	12757	909	11058	28433	4911	33300	844	10441	575	6281	1507	97	2544	1227	146523	8297	9579	1225	407	152	11	1	19672	166195

SANCTIONED STRENGTH FOR 2006-07

S.NO.	DEPARTMENTS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL	16	17	18	19	20	21	22	Special	TOTAL	G. TOTAL
1	GENERAL ADMN	1410	50	0	319	413	34	447	34	10	12	308	195	1	8	98	3339	287	356	112	43	32	4	1	66	901	4240
2	PROVINCIAL EXCISE	69	0	0	8	396	0	71	124	0	0	125	34	0	0	0	827	9	15	0	3	1	0	0	0	28	855
3	STAMPS	1	0	0	0	0	0	1	0	0	0	1	0	0	0	0	3	0	1	0	0	0	0	0	0	1	4
4	MOTOR VEHICLES ACT	11	0	0	1	18	0	11	0	0	0	6	6	0	0	0	53	7	2	0	0	0	0	0	0	9	62
5	OTHER TAXES & DUTIES	13	0	0	6	55	0	7	21	0	0	17	6	0	0	0	125	1	7	1	0	0	0	0	0	9	134
6	ADMN OF JUSTICE	900	22	3	74	294	20	171	3	0	10	135	152	0	0	27	1811	51	175	76	42	5	0	0	1	350	2161
7	PROVINCIAL POLICE	948	3	0	178	17197	0	4093	12	1273	0	84	34	0	961	1	24784	345	146	70	6	10	1	0	0	578	25362
8	LEVIES	1106	25	0	4218	546	181	172	0	65	0	18	9	0	86	1	6427	47	6	0	3	1	0	0	0	57	6484
9	JAILS	121	15	0	25	707	40	68	0	7	0	17	11	0	37	1	1049	3	30	6	0	1	0	0	0	40	1089
10	CIVIL DEFENCE	19	0	0	8	11	5	2	7	0	0	13	5	0	0	7	77	2	7	1	0	0	0	0	0	10	87
11	NARCOTIC CONTROL	0	0	0	0	45	0	16	0	10	0	11	1	0	0	0	83	0	3	0	0	0	0	0	0	3	86
12	CIVIL WORKS	1059	588	0	360	297	30	162	135	64	56	178	26	8	0	18	2981	47	246	47	15	5	0	0	0	360	3341
13	PHE	70	46	0	41	40	0	18	17	4	0	37	19	0	0	2	294	26	69	9	5	2	0	0	0	111	405
14	COMMUNITY CENTRES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15	EDUCATION	835	18	2	131	270	76	161	39	574	24	130	94	0	29	35	2418	538	441	448	116	61	0	0	0	1604	4022
16	ARCHIVES	4	1	0	1	3	0	0	1	0	0	2	2	0	0	0	14	3	0	1	1	0	0	0	0	5	19
17	HEALTH	817	509	2	243	282	154	74	25	195	0	127	88	0	571	8	3095	160	532	94	170	25	0	0	0	981	4076
18	POPULATION PLANNING	405	1	1	101	326	0	39	93	0	0	144	44	0	0	10	1164	52	89	16	3	1	0	0	0	161	1325
19	LABOUR & MANPOWER	258	144	0	58	100	86	59	7	61	0	47	43	0	235	16	1114	42	200	15	17	1	0	0	0	275	1389
20	CULTURE	13	0	0	2	3	0	8	5	0	0	4	5	0	0	0	40	2	5	3	0	1	0	0	0	11	51
21	SPORTS	49	0	0	4	5	30	2	0	1	0	17	6	0	0	3	117	6	7	2	1	1	0	0	0	17	134
22	SOCIAL WELFARE	196	45	0	71	64	15	109	4	101	0	51	29	8	15	11	719	88	68	14	11	2	0	0	0	183	902
23	AUQAF	5	2	3	4	24	0	1	0	3	0	126	0	0	0	1	169	1	1	1	0	0	0	0	0	3	172
24	AGRICULTURE	2085	535	0	289	968	1106	142	186	114	1	235	116	2	0	49	5828	87	745	100	27	9	0	0	0	968	6796
25	LAND REVENUE	91	2	0	8	192	0	14	0	45	0	19	9	0	30	0	410	34	0	8	1	0	0	0	0	43	453
26	ANIMAL HUSBANDRY	760	2	0	81	103	145	35	10	0	0	43	12	0	0	1	1192	22	195	16	6	2	0	0	0	241	1433
27	FOOD	427	3	0	31	127	0	28	0	1	0	109	16	0	0	1	743	59	29	8	3	1	0	0	0	100	843
28	FORESTRY	196	144	0	17	35	24	12	1	0	0	20	9	0	0	6	464	21	7	11	5	2	0	0	0	46	510
29	FISHERIES	110	0	0	33	140	33	11	41	94	0	124	35	0	0	53	674	5	30	4	0	2	0	0	0	41	715
30	COOPERATION	10	1	0	4	5	0	1	0	0	0	4	3	0	0	0	28	3	2	0	1	0	0	0	0	6	34
31	IRRIGATION	2223	134	33	253	488	136	69	2	6	0	290	43	16	10	9	3712	28	153	38	9	4	0	0	0	232	3944
32	RURAL DEVELOPMENT	40	0	0	18	10	0	6	2	1	0	15	9	0	0	1	102	35	19	4	4	1	0	0	0	63	165
33	INDUSTRIES	325	3	0	23	131	1	33	118	8	4	92	36	2	9	11	796	67	28	8	3	1	0	0	0	107	903
34	STATIONERY & PRINTING	28	3	0	7	22	5	7	4	2	2	1	3	0	0	0	84	2	0	1	0	0	0	0	0	3	87
35	MINERAL RESOURCES	114	23	0	3	59	0	37	0	0	0	29	31	0	0	0	296	18	24	9	5	2	0	0	0	58	354
36	District Set-up	16853	14865	927	3058	6272	3456	28863	370	9874	368	1828	329	143	485	117	87808	6001	3996	990	382	37	1	0	0	11407	99215
	TOTAL	31571	17184	971	9678	29648	5577	34950	1261	12513	477	4407	1460	180	2476	487	152840	8099	7634	2113	882	210	6	1	67	19012	171852

SANCTIONED STRENGTH FOR 2007-08

S.NO.	DEPARTMENTS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	TOTAL	16	17	18	19	20	21	22	TOTAL	G. TOTAL
1	GENERAL ADMN	2338	92	0	511	1281	0	408	13	57	0	646	240	2	217	79	5884	395	477	151	51	36	11	1	1122	7006
2	PROVINCIAL EXCISE	26	0	0	8	261	0	51	0	0	72	15	1	1	64	0	499	6	12	1	0	0	0	0	19	518
3	STAMPS	1	0	0	0	0	0	1	0	0	0	0	0	0	1	0	3	1	0	0	0	0	0	0	1	4
4	MOTOR VEHICLES ACT	13	0	0	1	16	0	11	0	0	0	11	1	0	0	0	53	7	1	1	0	0	0	0	9	62
5	OTHER TAXES & DUTIES	14	0	0	6	55	0	27	0	0	0	7	6	0	8	1	124	1	7	1	0	0	0	0	9	133
6	ADMN OF JUSTICE	813	0	5	72	374	18	169	1	0	0	111	143	0	0	0	1706	56	180	67	35	2	0	0	340	2046
7	PROVINCIAL POLICE	997	5	3	44	14919	0	3659	28	195	0	1062	34	0	909	38	21893	363	142	55	3	2	0	0	565	22458
8	LEVIES	71	0	0	6854	481	319	280	0	196	0	21	9	0	91	1	8323	54	0	9	0	1	0	0	64	8387
9	JAILS	96	525	0	20	200	2	49	4	4	0	14	7	0	35	13	969	7	21	6	1	0	0	0	35	1004
10	CIVIL DEFENCE	19	0	0	4	7	6	11	0	4	0	19	0	0	5	3	78	2	11	1	0	0	0	0	14	92
11	NARCOTIC CONTROL	0	0	0	0	45	0	17	0	0	0	0	1	0	20	0	83	3	0	0	0	0	0	0	3	86
12	CIVIL WORKS	1957	7460	713	465	1050	152	411	284	333	11	522	54	28	5	20	13465	96	261	49	17	5	0	0	428	13893
13	PHE	3122	14	0	108	112	2	78	12	29	0	205	28	1	19	2	3732	44	124	31	4	3	0	0	206	3938
14	COMMUNITY CENTRES	96	0	0	3	64	98	10	71	12	0	5	0	0	0	0	359	92	0	0	0	0	0	0	92	451
15	EDUCATION	6574	38	5	394	1446	59	25958	17	8109	199	1791	402	0	69	898	45959	5502	2982	340	139	76	0	0	9039	54998
16	ARCHIVES	5	1	0	1	3	0	0	0	0	1	3	0	0	0	0	14	2	2	1	0	0	0	0	5	19
17	HEALTH	3450	2871	54	585	2552	1047	245	26	570	218	253	68	0	803	10	12752	240	2588	240	40	2	0	0	3110	15862
18	POPULATION PLANNING	405	2	0	101	153	0	217	100	0	0	132	53	0	0	1	1164	54	91	11	4	1	0	0	161	1325
19	LABOUR & MANPOWER	332	11	6	68	109	132	101	42	45	1	82	10	50	89	9	1087	172	68	15	4	1	0	0	260	1347
20	SPORTS	91	0	3	15	30	2	0	0	0	10	17	2	0	0	2	172	6	13	1	1	0	0	0	21	193
21	CULTURE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22	SOCIAL WELFARE	499	3	0	48	73	36	35	2	0	0	70	14	0	30	0	810	116	34	10	4	0	0	0	164	974
23	AUQAF	9	0	0	7	24	17	108	1	0	0	0	2	1	0	0	169	1	1	0	1	0	0	0	3	172
24	FOOD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	AGRICULTURE	3593	682	98	381	975	2069	212	26	104	2	238	100	0	1	86	8567	148	509	117	30	3	0	0	807	9374
26	LAND REVENUE	186	2	1	6	491	0	17	0	28	0	125	7	0	72	0	935	37	4	1	0	1	0	0	43	978
27	ANIMAL HUSBANDRY	2684	2	6	120	460	439	5	0	28	0	67	15	0	0	0	3826	30	365	18	4	1	0	0	418	4244
28	FORESTRY	678	463	0	94	61	145	0	8	0	0	76	7	0	0	8	1540	21	17	16	3	2	0	0	59	1599
29	FISHERIES	61	22	0	42	28	17	0	6	47	0	20	6	0	0	13	262	17	12	0	1	1	0	0	31	293
30	COOPERATION	40	2	0	13	84	9	1	0	25	0	6	3	0	1	4	188	18	2	7	1	0	0	0	28	216
31	IRRIGATION	1896	518	15	374	306	42	168	7	8	49	176	87	8	13	0	3667	21	87	29	8	3	0	0	148	3815
32	RURAL DEVELOPMENT	476	0	0	483	101	0	95	0	1	0	227	32	0	0	0	1415	96	100	6	7	1	0	0	210	1625
33	INDUSTRIES	254	5	0	28	166	25	30	171	0	3	111	37	6	10	10	856	84	17	8	2	1	0	0	112	968
34	STATIONERY & PRINT:	16	7	0	0	3	16	15	12	0	3	4	8	0	0	0	84	2	1	0	0	0	0	0	3	87
35	MINERAL RESOURCES	145	2	0	13	52	10	0	0	5	0	29	20	0	0	2	278	18	5	5	2	1	0	0	31	309
	TOTAL	30957	12727	909	10869	25982	4662	32389	831	9800	569	6065	1397	97	2462	1200	140916	7712	8134	1197	362	143	11	1	17560	158476

**STRENGTH OF BALOCHISTAN PROVINCIAL ASSEMBLY SECRETARIAT AND
MPA HOSTEL**

ASSEMBLY SECRETARIAT

MPA HOSTEL

Grade	No. of Employees	Grade	No. of Employees
B-20	1	B-20	0
B-19	2	B-19	0
B-18	21	B-18	2
B-17	25	B-17	2
B-16	17	B-16	0
B-15	3	B-15	0
B-14	0	B-14	0
B-13	1	B-13	0
B-12	7	B-12	0
B-11	16	B-11	3
B-10	4	B-10	1
B-9	0	B-9	0
B-8	2	B-8	0
B-7	6	B-7	0
B-6	8	B-6	0
B-5	55	B-5	23

B-4	31	B-4	1
B-3	0	B-3	0
B-2	8	B-2	0
B-1	114	B-1	64
<hr/>			
Total	321	Total	96
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NO.FD(R-D)III-58/2007/ Dated Quetta the 5th May, 2007

SECTION-9

SUBSIDY
(813 - 814)

Subject:- **PROVISION OF AIR PASSAGE SUBSIDY TO THE FEDERAL EMPLOYEES SERVING UNDER THE GOVERNMENT OF BALOCHISTAN.**

The Government of Balochistan has decided to provide air passage subsidy equal to fifty percent of the air fare for travel from the place of posting in Balochistan to the place of domicile or the nearest airport if the place of domicile is not connected by airline and back to such federal employees and their dependents who are domiciled residents of other provinces and serve under the Government of Balochistan.

2. It is also been decided that the children of such employees shall also be eligible for the subsidy for their air travel from the place of study to the place of posting of their parents and back.

3. In either case, there will be no restriction upon the number of trips in a year. Such employees will furnish the following particulars to the Secretary, services and General Administration Department in Advance:-

- i. Copy of Domicile certificate.
- ii. Names, ages of dependents and particulars of Children studying outside Balochistan.

4. The claim for air subsidy will be entertained on production of air tickets after completion of journey. Reimbursement of the subsidy will be made by the services and General Administration Department after the journey has actually been performed and airline ticket produced.

Subject:- **DISCONTINUATION OF THE FACILITY OF AIR PASSAGE SUBSIDY ADMISSIBLE TO THE FEDERAL EMPLOYEES SERVING UNDER THE GOVERNMENT OF BALOCHISTAN.**

The Government of Balochistan is pleased to discontinue the facility of 50% Air Passage Subsidy admissible to the Federal government employees serving under the Government of Balochistan which was allowed vide this Departments letter No.FD(R)II-23/91/4228-4320, dated 6-10-1991.

No.FD(R-II)23-98/830, Dated Quetta the 20th April, 1998

Subject :- **RESTORATION OF AIR PASSAGE SUBSIDY.**

Reference this Department letter No.FD(R-II)23/98/830, dated 20-4-1998 and to say that Government of Balochistan is pleased to provide Air Passage Subsidy equal to fifty percent of the Air fare for travel from the place of posting in Balochistan to the place of domicile or the nearest airport if the place of domicile is not connected by airline and back to such federal employees and their dependents who are domiciled residents of other provinces and serve under the Government of Balochistan as under :-

1. Subsidy will be admissible for one round trip a year for family and two round trips for officer.
2. Federal government Employees who avail this facility will furnish the following particulars to the Secretary, Services General Administration and Information Department in advance:-
 - a) Copy of Domicile Certificate.
 - b) Names, ages of dependents (Family) along with form-B of National ID Card.

3. The claim for air subsidy will be entertained on production of jacket air tickets after completion of journey. Reimbursement of the subsidy will be made by the Services General Administration and Information Department after the Journey has actually been performed and air line tickets produced.
4. An amount of Rs.100,000/- will be provided to the Services General Administration and Information Department to meet the fifty percent expenses of air passage subsidy for such Federal Government Employees who are serving under the Provincial Government for current financial year with immediate effect.
5. The S&GAD will submit detail of such cases after six month to the Finance Department.

No.FD(R.II)II-23/2000/2279-2379, Dated Quetta the 5th April, 2000

Subject :- **INCREASE IN AIR PASSAGE SUBSIDY**

Reference this Departments circular No.Fd(R-II)II-23/2000/2279-2379, dated 5th April 2000, and to say that the competent authority is pleased to allow further amendment to the said circular as follows:-

- i. Air Passage subsidy shall be available at the rate of two round trips for the family or four round trips for an individual officer in a given financial year.
- ii. The facility shall be availed by an individual officer or his family from the place of posting of the individual officer in Balochistan or from the nearest airport if the place of posting is not connected by air line to the place of his permanent domicile or at the option of an individual officer, to the place where his family is residing out of the province of Balochistan, or in both cases to the nearest airport if place of domicile/place of residence of family is not connected by airline, and back.

2 The S&GAD may demand additional funds from this department to defray additional expenditure likely to arise as a result of increase in air subsidy.

3. Rest of the conditions shall remain unchanged as already prescribed by this department circular No.FD(R-II)II-23/2000/2279-2379, dated 5th April, 2000.

No.FD(R-II)II-23/2000/234-360, Dated Quetta the 19th May, 2001

CHAPTER-V

SECTION-1

4 - TIER FORMULA **(819 - 820)**

Subject:- **ADOPTION OF 4-TIER FORMULA FOR DOCTORS.**

4-tier formula has only been allowed to teaching staff in the Education Department. This formula has not been extended to any other category/department.

No.FD(R)VII-10/BMC-2636, Dated Quetta the 14th September, 1995.

Subject:- **4-TIER SERVICE STRUCTURE FOR JUNIOR SECTION OF MODEL SCHOOLS/COLLEGES.**

In Balochistan no such above-referred Model Schools/Colleges exist. However, for the teaching staff in the High Schools the Headmaster, subject Specialist, Principals etc: have already been allowed 4-tier service structure as under:-

B-20	B-19	B-18	B-17
1	15	34	50

No.FD(R)VII-12/94, Dated 1st March, 1994.

Subject:- **EXTENSION OF BENEFIT OF 4-TIER FORMULA TO THE TEACHERS IN CADET COLLEGE.**

In Cadet College, Mastung 4-tier formula is not applicable. However, the following posts exist there:

1.	Principal (B-20)	One Post.
2.	Associate Professor (B-19)	Four Posts.
3.	Assistant Professor (B-18)	Nine Posts.
4.	Lecturer (B-17)	Eighteen Posts.

No.Fd(R)VII-12/95-3803, Dated Quetta the 1st December, 1995.

Subject :- **4-TIER FORMULA TO B-17 AND ABOVE OFFICERS OF THE EDUCATION DEPARTMENT.**

With the introduction/implementation of 4-tier formula for the teaching staff of the Education Department, the posts in B-17 only are to be created. It has however, been observed that during 1998-99 and 1999-2000 the posts of Divisional Director in B-20 have also been created. As per 4-tier formula, if 100 posts in B-17 are created it means that 50 posts are in B-17, 34 posts are in B-18. 15 posts are in B-19 and one post in B-20. If the posts in B-18, 19 and 20 are simultaneously created also, it would be an over-lapping. It is

therefore, advised that Education Department may not presume that the posts of Divisional Director (B-20) are in addition to those which emerge due to the applicability of 4-tier formula.

No.FD(R-DVII-12/E.T/721-22, Dated Quetta the 9th June, 1999.

Subject:- **PROMOTION/POSTING OF GENERAL CADRE DOCTORS UNDER FOUR TIER FORMULA.**

The Government of Balochistan has notified four tier formula for promotion of Medical Officers including Dental Surgeons, with the following percentage of posts placed in various grades as shown against each:-

Grade 20 as Principal Medical Officer	1% of the posts of Medical Officers
Grade 19 as Chief Medical officer.	15%
Grade 18 as Senior Medical Officer	34%
Grade 17 as Medical Officers.	50%

2. The post of Medical officer (M.O) (Male/Female)/Dental surgeons shall thus stand redesignated as MO/SMO/CMO. The percentage of upgraded posts will remain floating in various districts/institutions, Health Department will ensure that the number of such posts in each grade does not increase the approved/notified number. In the budget documents the existing strength of Medical officers or those created subsequently will continue to be reflected as MO/SMO/CMO/PMO (Male/Female) Dental Surgeons, Whenever the Health Department posts the incumbents at different places in B-18, 19 or 20 as Senior Medical officer, Chief Medical Officer or Principal Medical Officer, the post of Medical officer there shall automatically stand redesignated and the A.G/T.O/DAO^s shall entertain the salary claim of the incumbent.

3. The existing posts of COMPO in tertiary hospitals at Quetta shall also stand redesignated as MO/SMO/CMO/PMO

No.FD(S-III)5-1/2002-03/1038-64, Dated Quetta the 5th November, 2002.

SECTION-2

T O U R
(823-824)

Subject:- **TOURING BY AIR IN TOURIST CLASS.**

It has been decided by the President of Pakistan that with immediate effect all Government servants irrespective of pay and status, shall travel in TOURIST CLASS in case of journey by Air on duty in Pakistan and abroad. In addition to the officers employed under the Provincial government these orders shall apply to those serving in various Autonomous and Semi-Government organization.

2. It is requested that all concerned may please be informed accordingly.

No.FD(R) II-15/70. Dated Quetta the 1st Jan: 1971.

ORDER

It has been decided that any visit of an officer of the Government of Balochistan or an attached department or Corporation or any other organization funded by the Government of Balochistan, of any level or grade will be authorized by the Chief Secretary Balochistan. This will not be applicable to judges, Advisors, Military Secretary/ADC to Governor and technical staff of Chief Pilot. With a view to have effective financial control, it has also been decided to put a ban on return of officers from their meetings in Islamabad via Karachi.

No.FD(R)II-23/95/Vol:X/883-1033,Dated Quetta the 9th Jan: 1998.

SECTION-3

**TRAVELLING ALLOWANCE
RULES AND ADMISSIBILITY OF
TRAVELLING ALLOWANCE
(827 - 828)**

NOTIFICATION.

Under the provisions of Rule 5.1 of the West Pakistan Travelling Allowance Rules at present in force, the Governor of Balochistan is pleased to grant H.O.R. facilities (viz general right to reserve by requisition an ordinary first class two berthed compartment or an air-conditioned coupe, when available) to the Vice Chancellor, Balochistan University, so long as the post is held by the present incumbent.

2. The procedure to be followed in submitting a requisition for reserved accommodation shall be such as may be prescribed by the Railway Authorities.

3. The amount of haulage charges when special Railway accommodation is provided will be debited by the Railway Authorities against the accounts of the Balochistan University.

NO.FD (R) III-8/70 Dated Quetta the 29th July 1971

Subject:- **REVIEW OF THE WAR TIME TRAVELING ALLOWANCE CONCESSIONS SANCTIONED BY THE FORMER PUNJAB GOVERNMENT FROM TIME TO TIME.**

Reference Government of West Pakistan Finance Department's circular letter No. FD/21-51/SRI-69, dated the 30th May, 1970 on the subject noted above and to state that orders contained therein regarding fixed Traveling allowance only in the case of Non-Gazetted Government servants will continue to be in force till further orders, or the 30th June, 1972 which ever is earlier.

NO.FD (R) 1-15/70 Dated Quetta the 7th October, 1971.

Subject:- **GRADATION OF GOVERNMENT SERVANTS FOR AIR TRAVEL.**

A copy of the Government of Pakistan Ministry of Finance M.No. F1(34)R9/71 dated 29th December, 1971 is reproduced below for information and necessary action. "In accordance with the provisions of S.R. 48-C (a) Government servants who are in receipt of a pay of Rs.2300/- or more are entitled to travel by 1st Class and others by tourist class while undertaking journeys on tour or transfer. The President and C.M.L.A. is now pleased to decide that henceforth all Government servants irrespectively of the pay drawn or

post held by them shall travel in the tourist class whenever journey on duty by air either in Pakistan or abroad is involved.

2. The above decision would also be applicable to the officers employed in the various autonomous/semi-Government organizations/ corporations under the control of the Central and Provincial Government.”

NO.FD. (R) II – 15/70. Dated Quetta the 5th January, 1972.

Subject **TRAVELING ALLOWANCE**

Reference Memoranda No. F-1 (8) R9/72, dated the 3rd and 5th April, 1972 from the Government of Pakistan Ministry of Finance are reproduced below for information and necessary action.

Reference this Ministry’s Office Memo: No.F.1(31) R.9/71, dated the 30th October, 1971 revising the entitlement of Govt: servants to class accommodation as a result of the reclassification of passenger traffic on the Pakistan Western Railway to say in cases where the journeys on tour or transfer are preferred by the Air-Conditioned class, the incidental fare(s) will be allowance on the basis of the actual fare charged for that class.

Memo: No.F.1(8)-R9/72, dated the 5th April, 1972. “B” Reference this Ministry’s Office Memo: No.F.1(69)-RI(2)/58, dated the 30th November, 1959 on the above noted subject and to say that as a result of reclassification passenger traffic on the P.W.R and consequential revision of entitlement of Government servants to class accommodation as notified vide this Ministry Office Memo: No.F.1 (31)-R9/71, dated the 30th October, 1971 the reduction on account of development surcharge at the specified rates will not be made in respect of the reclassified classes as shown below:-

Extent of Reduction.

1/9th of the amount of fare shown on the ticket.

1/17th -do-

Classes.

Air-conditioned class.
First class.

Second class
Third class

NO.FD.(R) II – 15/71 _____ Dated Quetta, the 11th May, 1972

Subject:- **PAYMENT OF T.A. FOR CENSUS WORK**

It has been decided that T.A. Advance may be granted to all Government Servants who have been assigned the Census works from the T.A. Grants of the respective Departments. You are, therefore, requested to kindly grant T.A. Advances to such staff from the T.A. grants of departments immediately so that the census work may not suffer.

2. Separate accounts may be kept for T.A. Advances/ T.A. granted in connection with the census work because this amount will be recouped from the Central Government.

NO.FD(R) II -15/70 Dated Quetta the 1st September, 1972

Subject:- **REVIEW OF THE WAR TIME TRAVELING ALLOWANCE CONCESSIONS SANCTIONED BY THE FORMER PUNJAB GOVERNMENT FROM TIME TO TIME.**

Reference Government of Balochistan Finance Department's letter of even No. dated 7th October, 1971 on the subject noted above and to state that orders contained therein regarding fixed Traveling Allowance only in the case of Non-Gazetted Government servants will continue to be in force till further orders, or the 30th June, 1973 whichever is earlier.

NO.FD(R)-II-15/70 Dated Quetta the 22nd December , 1972.

NOTIFICATION

In clauses (b), (c) and (d) of Rule 2.13 of the West Pakistan Traveling Allowance Rules, the figures of Rs.325 and 100 shall be substituted by Rs.375 and Rs.160 respectively.

No.FD(R)-II-15/71. Dated Quetta, the 5th January 1973

NOTIFICATION.

In clause (c) (i) and (ii) of Rule 2.36 of the West Pakistan Traveling Allowance Rules, the figures of Rs.150/- shall be substituted by Rs.161/-

No.FD(R) II-15/71 Dated Quetta the 8th February, 1973

Subject:- **REVISION OF T.A. RULES – GRANT OF TRAVEL ASSISTANCE TO FAMILIES OF GOVERNMENT SERVANTS WHO DIE WHILE IN SERVICE.**

The question of providing travel assistance to the families of Government Servants who die while in service has been under consideration of Government. The Governor of Balochistan has been pleased to decide that the family of such a Government Servant will be allowed travel assistance equal to the amount of T.A. and cost of transportation of personal effect, subject to the provisions of Rules 4.3. and 4.4. of the West Pakistan Traveling Allowance Rules to enable the family to perform journey from the station of the last posting of the deceased Government Servant to his home-town, or to such other place to which the family intends to proceed provided that the amount to be paid by Government will not exceed the amount admissible from the station of last posting of the deceased to his home town.

2. The amount of advance will be drawn by the Drawing and Disbursing officer of the office concerned and paid to the eldest member of the deceased Government Servant's family on application to the Head of Department in which the deceased was working at the time of his death. The application should contain the following particulars:-

- (1) Name of the deceased Government Servant;
- (2) His designation and the name of the office in which he was working at the time of his death.
- (3) Name and address of the application.
- (4) His/Her relationship with the deceased.
- (5) Home town of the deceased Government servant or the place where the family intends to proceed.
- (6) Names of family members alongwith age of each of them, and
- (7) Approximate weight of personal effects to be transported.

The application should be counter-signed by a Class I civilian officer, or a commissioned Armed Forces Officer, who will record a certificate thereon in the following words:-

“Certified that I personally know the above particulars to be correct”.

3. These order will take effect from the 1st March, 1973.

NOTIFICATION.

In pursuance of the provisions of Interim Constitution of the Islamic Republic of Pakistan and in exercise of all powers enabling him in that behalf, the Governor of Balochistan is pleased to make the following amendments in the West Pakistan Traveling Allowance Rules, so far as it is applicable to Balochistan Province.

AMENDMENT.

No.1 Rules 2.13 The existing entry against this rule be deleted and the following incorporated:-

2.13 Grades of Government Servants for purposes of mileage allowance For purposes of calculating mileage allowance, Government servants are divided into grades as follows:-

- | | | |
|-----|---|--------------|
| (a) | Members of All Pakistan Service, members of Provincial Class I Service and all other Gazetted Government servants in receipt of pay exceeding Rs.1,000/- P.M. | First Grade |
| (b) | Government servants in receipt of pay of Rs.375 or more but not exceeding Rs.1,000/- P.M. | Second Grade |
| (c) | Government servants in receipt of pay exceeding Rs.160 P.M. but less than Rs.375 P.M. | Third Grade |
| (d) | Government servants in receipt of pay of Rs.160 or less P.M. | Fourth Grade |

Rule 2.17 A-This may be deleted

No. 2 Rule 2.20. The existing entry against this rule may be deleted and the following incorporated:-

“Mileage Allowance shall be admissible from the residence of the Government servant to the railway station or the Airport or the sea/river port, as the case may be, at the headquarters and from the railway station or the airport of the sea/river ports to the place of his temporary residence at the out-station, instead of from the upto the Chief Public Office”

No.3. Rule 2.23 This may be deleted.

No.4 Rule 2.29 Substitute words “ 50 paisa a mile” and “37 paisa a mile” by words “75 paisa a mile and 50 paisa a mile” appearing below (i) Personal car- Rule 2.29 (ia) the figure “ 20 paisa “ may be substituted by “37 Paisa”

Rule 2.29 (ii)-Taxi

- | | |
|-----|---|
| (a) | Substitute figure “ 50 paisa” by figure “ 75 paisa” |
| (b) | The existing entry by deleted and the following be incorporated:- |

“ To an officer of the first or second Grade 10 paisa per mile for a single seat in a taxi or public transport plying for hire on any particular route”

(c) To an officer of the Third and Fourth Grade 6 paisa per mile for a single-seat in a public transport plying for hire on any particular route

Rule-2 29 (iii)

(iv) Motor cycle, scooter or Auto-cycle

Existing entry may be substituted by the following:-

Mileage allowance is admissible at the rate of 25 paisa per mile.

(v) Bicycle or Animal back

Mileage allowance is admissible at the rate of 12 paisa per mile

No.5 Rule 2.31 The existing entry against this rule be deleted and the following be inserted:-

“Where a Government servant claims road mileage for journeys performed by road in his personal car, between places connected by rail, the Controlling authority may, at his discretion, accept the claim, if he is satisfied that journey by road had to be performed in the public interest”.

No.6. Rule 2.33. The existing entry against this rule may be deleted and the following be incorporated:-

“Members of All Pakistan Service, members of Provincial Class-I Service and all other gazetted Government servants in receipt of pay exceeding Rs.1,000/- and other officers authorized by a competent authority to travel by air may draw mileage allowance equal to the fare charged for the air journey”.

No. 7 Rule 2.35. The existing entry may be deleted and the following incorporated:-

“Irrespective of the mode of travel; for the period spent in transit, and for the days of arrival at and departure from the place of temporary duty, daily allowance will be admissible at the following scale, subject to the conditions that not more than two Daily Allowance will be allowed for any one calendar day in any case:

Total absence from headquarter	Daily allowance during transit period	Daily allowance for days of arrival at and departure from place of temporary duty.
(1) Where absence from headquarters does not exceed six consecutive hours	Nil	Nil
(2) Where absence from headquarters exceeds six consecutive hours but does not exceed one calendar day	One daily Allowance at ordinary rate	Nil
(3) Where absence from headquarter exceeds one calendar day	One daily allowance at Ordinary rate provided absence from	One daily allowance for each calendar day at the rate applicable at that

headquarters exceeds six place.
consecutive hours on any
calendar day.

No.8 Rule-2.36 The existing entry against this rule may be deleted and the following entry substituted thereunder:-

Rate of Daily Allowance.

The rate of Daily Allowance shall be as below:-

Pay Limit	Special rate of Daily Allowance	Ordinary rate of daily Allowance
	Rs.	Rs.
Pay exceeding Rs.1,700/- P.M.	35.00	20.00
Pay between Rs.1001/- to 1700/- P.M.	30.00	15.00
Pay between Rs.500/- to 1000/- P.M.	20.00	10.00
Pay between Rs.176/- to 499/- P.M.	15.00	7.00
Pay upto Rs.175/-	10.00	4.00

(ii) A Government servant who has, of necessity, to stay in a hotel, shall in addition to the above daily allowance, be allowed re-imburement of actual single room rent subject to the production of hotel receipts/vouchers upto the following maximum per day:-

1. Localities where special daily allowance rate is admissible twice the amount of Special Daily Allowance
2. Localities where Ordinary Daily Allowance rate is admissible equal to the amount of Ordinary Daily Allowance.

(iii) Special rate of Daily Allowance shall be admissible at Islamabad, Karachi, Lahore, Rawalpindi and Peshawar.

No.9 **Rule 3.7. Mileage and Daily Allowance-** The existing entry against rule 3.7 (i) (b) and (c) may be deleted and the following incorporated:-

- (b) (1) A Government servant possessing a family when transferred within a district will be granted half month's pay subject to a maximum of Rs.500/-
- (2) A Government servant possessing no family when transferred within a district will be granted half month's pay subject to a maximum of Rs.350/-
- (3) A Government servant possessing no family when transferred out of District shall be granted one month's pay subject to a maximum of Rs.1200/-
- (4) A Government servant possessing no family when transferred out of district shall grant half month's pay subject to a maximum of Rs.600/-

(c) Daily Allowance to which he is entitled while on tour will be admissible for himself and for each member of his family.

Provided that in the case of a child less than twelve years of age, half the daily allowance will be admissible.

No. 10 Rule- 3.8 The existing entry against rule 3.8 (i) may be deleted and the following incorporated:-

A Government servant shall be entitled under clause 3.6 (c) to the cost of transportation of his personal effects not exceeding the following maxima:-

(a) Grade of Government Servants	If possessing a family Rs.	If not possessing a family Rs.
Grade-I	120	60
Grade-II	80	40
Grade-III	40	20
Grade-IV	15	10

(b) Cost of carriage of personal effects upto the maximum number of maundage as in sub-para (a) of rule 3.8 shall be allowed at the rate of 3 paisa per maund per road mile from the residence of the Government servant at the old station to his residence at the new station, irrespective of the mode by which the personal effect are carried. It will not be necessary to call for receipts in support of his claim of cost of transportation of personal effects”.

NO.FD (R) 11-23/72. Dated Quetta the 10th April, 1973

Subject:- **UTILIZATION OF P.I.A. SERVICES BY OFFICERS AND OFFICIAL DELEGATIONS TRAVELING BY AIR AT GOVERNMENT EXPENSES.**

Reference Government of Pakistan Ministry of Finance, Planning & Development Division’s office memorandum No. F.3(1) R.10/73 dated 29th August, 1973, according to the instructions issued in para 2 of this Division’s Office Memorandum and official delegations proceeding abroad at Government expense are required to book their passage with the P.I.A. and that in cases where the destination to which an officer has to travel does not lie on a route served by P.I.A., the officer/delegation must travel to the point nearest to his destination by P.I.A. and from there, travel by a foreign airline. The impact of these orders has, in the case of certain countries where the P.I.A. have no direct service, been that the officials/delegations have to wait for some time at an intermediary point on the P.I.A.’s regular route for catching a foreign carrier for onward journey to the destination. It has been decided that since the period of compulsory waiting in such cases is beyond the control of the officials concerned, they may be allowed to draw daily allowance at the prescribed rates for the period of forced halt excluding the period during which the lodging is arranged by the air company concerned, subject to production of a certificate from the P.I.A. about the non-availability of the next connection flight”.

NO.FD (R) II-15/73-VolII Dated 21st September, 1973

NOTIFICATION.

In exercise of the power conferred on him under Section 5 of the Balochistan Civil Servants Ordinance 1973 (Ordinance IX of 1973), the Governor of Balochistan is pleased to make the following Balochistan Traveling Allowance (Levies Rules).

1. Short Title. These rules may be called the “Balochistan Traveling Allowance (Levies) Rules.
2. Commencement– They shall come into effect at once.
3. Extent of application These rules shall apply to all ranks of the Levies
4. Definitions - In these rules, unless the context otherwise requires the following expressions shall have the meanings hereby respectively assigned to them, that is to say,

“ Audit Officer” means the Head of Office of Audit and Accounts sub ordinate to the Auditor General of Pakistan, who keeps the account of the Province of Balochistan or a part thereof and exercises audit functions in relation to those accounts on behalf of the Auditor General of Pakistan.

“Competent Authority” in relation to the exercise of any powers means the Administrative Department concerned acting in consultation with the Finance Department, or any other Authority to which such powers may have been delegated.

“Controlling Officer” means an officer declared as such for exercising supervision over the Traveling Allowance claims of Government servant or a class of Government servants.

“Day” means a calendar day ending at midnight.

“Family” means a Government servant’s-

- i. Wife or wives, or husband as the case may be.
- ii. Legitimate children and step children under 12 years of age
- iii. Legitimate children and step children not more than 24 years old, if residing with and wholly dependent upon him; and old, if residing with and wholly dependent upon him; and
- iv. Adopted child not more than 24 years old subject to the following conditions-
 - a. the Government servant has no legitimate or step child of his own;
 - b. prior approval of the Government is obtained for having adopted the child;
 - c. Government’s liability will be restricted to one adopted child only;
 - d. adopted child cease to be a member of a the family if, after his adoption, the Government servant has a legitimate or step child of his own; and
 - e. adopted child is residing with and wholly dependent upon him.

“Finance Department: means the Finance Department of the Government of Balochistan

“Headquarter” of a Government servant is the station which has been declared as such be competent authority or in the absence of such a declaration, the station where the records of his office are kept.

“ Month” means a month reckoned according to the British Calendar.

“Pay” includes “Special Pay, qualifications pay personal pay, technical pay, overseas pay and any other emoluments which may be specially classed as pay by a competent authority, and in case of a reemployed Government servant whose pension is not wholly held in abeyance pay includes the pension drawn by him provided that if the total of pay and pension exceeds the maximum of the pay scale of the post held during re-employment, the maximum pay of such scale shall be deemed to be the pay.

“Public conveyance” means a railway train, steamily bus or other conveyance which plies regularly or a given course for the conveyance of passengers.

“Beat” means an area in which the levy man is normally required to make his rounds.

5. Journey for which Traveling Allowance may be drawn:-

Traveling allowance may be drawn by a levymen in respect of a journey performed out side his Bead for any of the following purposes:-

(a) When performing a journey out of his beat/jurisdiction on Government duty viz

- i) tours
- ii) transfer
- iii) to attend a course of training
- iv) to give evidence in a court or to attend inquiry

6- Traveling Allowance for Journeys on Tour

Definition of Tour A levymen is on tour when he is out of his beat on duty with proper sanction.

7- Levymen who are not entitled to Traveling allowance for journeys on tour – Where a competent authority has declared that the pay of a particular levymen or class of levymen has been so fixed as to compensate him or them for the cost of journeys or a competent authority may decide that his absence from beat is not in the interest of Government.

8. Grades of Levies Force for purpose of mileage allowance –

For the purpose of calculating mileage allowance Levies Force is divided into the grades as follows:-

- | | | |
|-----|--|------------|
| (a) | Inspectors, Risaldar and Junior Clerks
In receipt of pay exceeding Rs.175/- | Grade – I |
| (b) | All other ranks of Levies Force in
receipt of pay less than 175/- P.M. | Grade - II |

9. Mileage Allowance for Journeys by Railway

For the purpose of calculating mileage allowance, Levymen when traveling by railway would be entitled to accommodation according to the following scales:

- | | | |
|----|----------------------|--|
| a) | Employees of Grade-I | Kind Class accommodation or if the lines |
|----|----------------------|--|

by which he travels, provides no second Class accommodation on any train, the lower Class as in (b) below.

b) Employees of Grade-II The lowest class.

10. The mileage allowance for a journey by railway admissible to an employee is the fare actually paid for the journey in a class of accommodation to which he is entitled or in a lower class.

11. Mileage Allowance for journeys by road

For journeys by road mileage allowance is admissible at the following rates according to the different modes of travel –

To an employee of the Grade-I and Grade-II actual fare for a single seat in a public transport plying for hire on any particular route.

12-DAILY ALLOWANCE.

Rates of Daily Allowance

The rates of Daily Allowance shall be as under:-

<u>Pay limit</u>	<u>Rate of daily allowance</u>
Grade-I	Rs. 4/-
Grade-II	Rs.2/-

13- Transfer Traveling Allowance.

Traveling Allowance on transfer will be admissible to the Levyman and to each member of his family (above 12 years of age) as on tour. For Children under 12 years of age, half the traveling allowance will be allowed, Children below three years of age will not be entitled to any traveling allowance.

NO.FD (R) II -23/73 Dated Quetta the 28th February, 1974

Subject:- **REVISION OF TRAVELING ALLOWANCE RULES.**

The West Pakistan Traveling Allowance Rules as revised in this department Notification of even number dated 10th April, 1973 have been under review by the Government of Balochistan for some time past. As a result of the review carried out, sanction of the Government of Balochistan is hereby conveyed as in the following paragraphs:-

2. Daily Allowance, may not be drawn for any day on which a government servant does not reach a point outside a radius of ten miles from his headquarters or return to his headquarters from a similar point.

3. The existing S No.7 (Rule 2.35 of the West Pakistan T.A. Rules) of the Notification referred to above alongwith its notes and its annexure, may be substituted by a new S. No. bearing the same No. as follows:

"(a) Daily Allowance, for each calendar day, will be admissible for the period of absence on duty from headquarters (including the time spent in transit). Not more than one daily allowance will be admissible on any calendar day. A fraction of calendar day will be reckoned as a calendar day for this purpose.

Note:- Calendar day in sub para (a) means a day beginning on one midnight and ending on the next midnight.

(b) In the case of departure from headquarters, the rate of daily allowance during transit will be the same as admissible at the station of immediate destination. In the case of return to headquarters the rate will be the one admissible at the last station of temporary duty before return to headquarters.

(c) The period of absence from headquarter shall commence from the time of departure of the Government servant from his office or residence, as the case may be till the time of his return to his office or residence as the case may be. The competent authority authorizing the tour will decide whether the Government servant should proceed on temporary duty from his office or residence.

(d) The period of forced delays in transit will be treated as part of the total transit period.

(e) Extra daily allowance for arrival at and departure from the place of temporary duty will not be admissible.

4. The existing rules and general orders on the subject shall be deemed to have been modified to the extent indicated in the preceding paragraphs.

5. These orders shall come into force with immediate effect.

NO.FD (R) II-23/72 Dated Quetta the 22nd April, 1974

Subject: **TRAVELING ALLOWANCE ADMISSIBLE TO GOVERNMENT SERVANTS OR STUDENTS NOT ALREADY IN GOVERNMENT SERVICE WHO ARE SELECTED TO UNDERGO COURSE OF TRAINING.**

The West Pakistan Traveling Allowance Rules provides that when a student already in Government service is selected to undergo a course of training, a competent authority may decide the scale, if any, on which he shall draw Traveling Allowance for the original journey from the place of training and for halt at place. This rule, however, lacks clarity thereby necessitating framing of a uniform policy in this behalf.

2. The case has been examined at length and it has been decided that if the period of training is three months or less, the trainees will be allowed traveling allowance at tour rates for the original journey to and the last journey from the place of training. They also draw daily allowance at full rates for the first ten days of their stay at the place of their training and at half rates for the next 20 days. No daily allowance will be paid for the

subsequent period. If the period is longer than three months, the trainees should be allowed to draw Traveling Allowance at transfer rates for the original journey to and the last journey from the place of training, but no daily allowance will be admissible for halt at such place.

3. This decision will not be applicable to cases where Government makes special arrangements for lodging the trainees. Such cases have to be dealt with on merits.

4. Travelling not admissible on first appointment to Government Service regardless of whether a person joins at a training Institution or elsewhere.

5. These instructions will take immediate effect.

NO.FD (R) X-2/75 Dated Quetta the 29th July, 1975

Subject:- **TRAVELING ALLOWANCE RULE.**

The Governor of Balochistan has been pleased to decide that as from 1st July, 1977 the word "SUNDAY" where-ever occurring in the rules and orders etc; relating to Traveling Allowance shall be deemed to have been replaced by the word "FRIDAY"

NO.FD (R) II-15/1978. Dated Quetta the 20th March, 1978

Subject:- **T.A. BILLS**

Attention of the Administrative Department is invited to Rule 124 General Financial Rules Vol:I read with serial No.14 of second schedule to the West Pakistan Delegation of powers under the financial rules and the powers of re-appropriation Rules, 1962 according to which the Administrative Department is competent to accord sanction to the investigation of the T.A. Claims. The Government of West Pakistan, Finance Department had also laid down that T.A. claims for more than six months old are not to be entertained with the special reasons. The needful may please be done at their end and after according sanction for investigation of the claim, stating therein special reasons the case may be sent to the Finance Department for clearance to allow the arrears.

U.O.NO. FD (R) VIII-2/78 Dated Quetta the 18th June, 1978

Subject:- **REVISION OF T.A. RULES FOR LEVIES PERSONNEL.**

2. The police personnel are regular Government servants while levymen are not the regular servants, hence it does not seem feasible to extend the same T.A. Rules to levymen as admissible to police personnel. The case for regularization Levy is under consideration of Government. Keeping this fact in view separate T.A. Rules were framed for the levymen. However in view of the revision of pay scales of levy as pointed out the Home Department, Administrative Department may submit amendment for the T.A. Rules of the levymen for further consideration.

U.O.NO. FD (R) III-35/79-Levy Dated Quetta the 11th January, 1979.

Subject:- **GRANT OF TRAVEL ASSISTANCE TO FAMILIES OF GOVERNMENT SERVANTS WHO DIE WHILE IN SERVICE.**

Reference this Department's letter No.FD (R)II-15/71 dated 6th March,1973 on the subject cited above and to say that it has been decided that in addition to the amount of T.A/cost of transportation of personal effects provided for therein, the bereaved family shall also be entitled to " Transfer Grant" to the extent admissible to the deceased servant as on transfer from one station to another station.

2. These orders shall take effect from 1st January, 1979.

NO.FD (R) VI-5/79 Dated Quetta the 3rd February, 1979.

Subject : **TRAVELING ALLOWANCE RULES**

Reference this Department's notification of even No. dated 10th April, 1973 on the above subject, as amended, and to say that with a view to the requirements of the system of weights and measures it has been decided to amend the said notification to the following extent:-

1. Rates of Mileage Allowance for Journey by Road. The existing rates of mileage allowance for journey by road shall be revised as under:-

	Rate per Mile	Rate per Kilometer
(a) Personal Car or by engaging a full Taxi	Rs.1.10	70 paisa
(b) Borrowed Car	55 paisa	35 paisa

(c) Motor Cycle or Scooter	35 paisa	22 paisa
(d) Bicycle, animal back or foot	25 paisa	16 paisa
(e) Public Transport plying for hire on single seat basis	15 paisa for Grade-I & II	10 paisa for Grade I & II
	10 paisa for Grade-I & II	6 paisa for Grade-III & IV

2. Transportation of personal effects the maximum limit upto which can be transported at Govt. expense shall be revised as follows:-

Grade of Govt. Servant	Possessing Family	Not possessing Family	Possessing Family	Not Possessing Family
	Existing i.e. Maunds		Revised i.e. Kilograms	
Grade-I	120	60	4500	2240
Grade-II	80	40	3000	1500
Grade-III	40	20	1500	760
Grade-IV	15	10	560	380

2 (i) Cost of carriage of personal effects up to the maximum number of kilograms shall be revised as follows:-

Existing Rates	Revised Rates
Three paisa per maund pr road mile from the residence of the Govt. servant at the old station to his residence at the new station	0.05 paisa per kilometer per kilogram (or one paisa per kilometer per unit of 20 kilograms/from residence of the Govt. servant at the old station to his residence at the new station.

3. Transportation of Motor Car/Motor cycle by Road. The rates of transportation of Motor Car or Motor Cycle/Scooter by road between stations connected by rail or steamer or partly by rail or partly by steamer shall be revised as follows:-

	Existing	Revised	Enhanced with immediate effect
a) In respect of Motor Car	37 paisa per mile	24 paisa per k.m.	35 paisa per Kilometer
b) In respect of Motor Cycle/Scooter	12 paisa per mile	8 paisa per k.m.	12 paisa per kilometer

Subject: **TRAVELING ALLOWANCE RULES.**

Reference this Department's circular letter of even No. dated 24th April, 1979 on the subject cited above and state that item 2 (i) of the said letter may be substituted as follows:

2 (i) Cost of carriage of personal effects up-to the maximum number of kilograms shall be revised as follows:

Existing Rates	Revised Rates
Three paise per maund per road mile from the residence of the Govt. servant at the old station to his residence at the new station	Paisa 0.05 per kilometer per kilogram (or one paisa per kilometer per unit of 20 kilograms) from residence of the Government servant at the old station to his residence at the new station.

No.FD (R) II-23/79 Dated Quetta the 30th April, 1979.

Subject:- **T.T.A. GRANT FOR JOURNEY ON RETIREMENT.**

In addition to the Transfer Traveling allowance admissible to government servants proceeding on retirement, they shall also be allowed Transfer Grant to the extent admissible on transfer to a government servant from one station to join duty at another station.

NO.FD (R) II-23/81 Dated Quetta the 28th May, 1981.

Subject: **TRAVELING ALLOWANCE RULES**

Reference para 2 of this Department letter of even number, dated 10-6-1982, on the above subject and to state that Government of Balochistan has decided to revise with immediate effect and until further orders the rate of daily allowance indicated below:

<u>Pay Limit</u>	<u>Special Rate</u>	<u>Ordinary Rate</u>
Exceeding Rs.2150/- per month	90	75
From Rs1350 to Rs.2150/ p.m.	75	65
From He. 700 to Rs.1349/- p.m	50	40
Upto Rs.319/- p.m.	25	20

No.FD (R) II-23/77-82 Dated Quetta the 5th July, 1982

Subject:- **TRAVELLING ALLOWANCE RULES.**

Reference para 2 of this Department's Notification No. Fd (R) II-23/78, dated 22nd January, 1978, and to state that consequent upon the introduction of the Scheme of Basic Scales of Pay, 1983 the gradation of Government Servants for the purpose of T.A. in Pakistan shall with immediate effect, be revised as follows:-

CATEGORY	PAY LIMIT	CLASS OF RAILWAY ACCOMMODATION
I	All B-17 Servants and other in receipt of pay exceeding Rs.2200/-p.m.	Accommodation of the highest class by whatever name be it called
II	Pay exceeding Rs.700/- but not exceeding Rs.2200/-	First Class (Sleeper) accommodation. If this class not available in train, the next lower class.
III	All employees drawing pay excluding those in B-I & B-2	First class (Sleeper-cum-Sitter) if traveling on a line which provides no 1 st class (Sleeper-cum Sitter) the next lower class.
IV	Government Servants in B-1 and B-2.	Lowest class by whatever name be it called

NO.FD (R) II-23/83 Dated Quetta the 29th September, 1983

ORDER

The Government of Balochistan has decided to make the following amendments in West Pakistan Traveling Allowance Rules:

“Under rule 1.12 of the West Pakistan T.A Rules the following shall be added as item (j) to attend official Scouts events”.

NO.FD(R) II-23/84 2345-2433 Dated 1st August, 1984

Subject:- **T.A. BILLS.**

It has been reported by the Audit office that most of the officers do not mention the registration: number of the official Vehicle in the T.A. Bills. It is, therefore, emphasized that all the officers using transport for the purpose may give the Registration Number of the Vehicle to facilitate the audit to scrutinize the T.A. claims properly.

NO. FD (R) II-23/84 Dated Quetta the 2nd December, 1984.

Subject:- **REVISION OF T.A. RULES FOR LEVIES PERSONNEL**

The Finance Department agrees to allow the D.A. at following rates to the levy personnel:-

<u>PAY LIMIT</u>	<u>RATE OF D.A.</u>
Rs.1001/-to Rs.2099	Rs.40/-
Rs.501/-to Rs.1000	Rs.35/-
Upto Rs. 500/-	Rs.20/-

NO.FD (R) III-35/84. Levy Dated Quetta the 24th December, 1984

Subject:- **T.A. RULES OF LEVIES PERSONNEL.**

Refer to this Department's notification No. FD (R) II-23-73, dated 28th February, 1974 on the subject cited above and to state that rule 12 thereof shall be substituted by the following:-

12. DAILY ALLOWANCE The rates of Daily allowance shall be as under:-

<u>PAY LIMIT</u>	<u>RATE OF D.A.</u>
Rs.1001/- to Rs.2099	Rs.40/-
Rs.501/- to Rs.1000	Rs.35/-
Upto Rs. 500/- to	Rs.20/-

NO.FD (R) III-35/85 Dated Quetta the 25th March, 1985

NOTIFICATION

In exercise of the powers conferred by section 25 of the Balochistan Civil Servants Act, 1974, the Government of Balochistan is pleased to make the following rules, namely :-

BALUCHISTAN TRAVELLING ALLOWANCE RULES 1986 CHAPTER-1 (General)

- 1-1 **Short Title.** These rules may be called the Balochistan Travelling Allowance Rules, 1986.
- 1.2 **Commencement.** They shall come into effect on the 1st day of July, 86.
- 1.3 The West Pakistan Travelling Allowance Rules, 1960, in their application to the Province of Balochistan, are hereby repealed.
- 1.4 **Extent of Application.** These rules shall apply to:-
- i) All Government servants serving in connection with the affairs of the Province of Balochistan whose conditions of service, the Governor of Balochistan is competent to determine;
 - ii) All officers belonging to All Pakistan Unified Grade in respect of whom the Governor of Balochistan has been delegated the powers to frame the rules regulating their Travelling Allowances; and
 - iii) Officers on deputation with the Government of Balochistan from the Federal Government or other Provinces of Pakistan, unless otherwise determined in any particular case.
- 1.5 **Definitions.** In these rules, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say -
- (a) "Audit Officer" means the Head of Office of Audit and Accounts subordinate to the Auditor General of Pakistan who exercises the audit functions in relation to the accounts on behalf of the Auditor General of Pakistan;
 - (b) "Authorised Medical Attendant" means a Medical Officer of Government required attend on a Government servant or his family under the rules relating to medical attendance on Government servants;
 - (c) "Chief Public Office" means the office or residence of the Government servant from where he proceeds on temporary duty away from headquarter. The competent authority authorising the tour shall decide if the Government servant should proceed on temporary duty from office or residence;
 - (d) "Competent Authority" in relation to exercise of any powers means the Administrative Department concerned acting in consultation with the Finance

Department, or any other authority to which such powers may have been delegated;

- (e) "Controlling Officer" means an officer declared as such for exercising supervision over the travelling allowance claims of a Government servant;
- (f) "Day" means a calendar day beginning and ending at midnight;
- (g) "Family" means a Government servant's :-
 - i) Wife or wives or husband as the case may be;
 - ii) Legitimate children and step children under 12 years of age;
 - iii) Legitimate children and step children not more than 24 years old, if residing with and wholly dependent upon him; and
 - iv) Adopted child not more than 24 years old subject to the following conditions :-
 - (a) The Government servant has no legitimate or step child of his own;
 - (b) Prior approval of Government is obtained for having adopted the child;
 - (c) Government's liability will be restricted to one adopted child only;
 - (d) Adopted child will cease to be a member of the family if after his adoption, the Government servant has a legitimate or step child of his own; and
 - (e) Adopted child is residing with and wholly dependent upon him

Explanation: A child not actually residing with the Government servant but residing at the same station where the headquarter of the Government servant is situated shall be deemed to be residing with the Government servant.
- (h) "Finance Department" means the Finance Department of the government of Balochistan;
- (i) "Government" means the Government of Balochistan.
- (j) "Head of Department" means any authority whom Government may declare to be Head of Department for the purpose of these rules and includes all Secretaries to government and Heads of Attached Departments;
- (k) "Head of Office" means any officer designated as Disbursing Officer or any other government servant declared to be the Head of Office by the competent authority;

- (l) "Headquarter" of a Government servant is the station which has been declared as such by a competent authority or in absence of such a declaration, the station where the records of his office are kept;
- (m) "Local Authority" means a local council, Municipal Corporation, Municipal Committee, Municipality, Zilla Council, Tehsil Council, Union Council, Union Committee, Town Committee, or other authority legally entitled to, or entrusted by the Government with the control of management of a municipal or local fund;
- (n) "Month" means a month reckoned according to the British calendar;
- (o) "Pay" includes special pay, qualification pay, personal pay and any other emoluments which may be specially classed as pay by a competent authority and in case a re-employed Government servant whose pension is not wholly held in abeyance, pay includes the pension drawn by him provided that if that total of pay and pension exceeds the maximum of the pay scale of the post held during re-employment, the maximum pay of such scale shall be deemed to be the pay;
- (p) "Public Conveyance" means a railway train, steamer, bus or other conveyance which plies regularly on a given course for the conveyance of passengers;
- (q) "Personal Car" means a car registered in the name of the Government servant or in the name of any member of his family;
- (r) "Prescribed" means prescribed under these rules; and
- (s) "Transfer" means the movement of a Government servant from one headquarter station to another such station either to take up duties of a new post or in consequence of a change in his headquarter;

1.6 Nature of Travelling Allowance: (1) Travelling Allowance is granted to a Government servant to cover the expenses which he incurs in travelling in the interest of public service.

(2) A Government servant's claim to travelling allowance shall be regulated by the rules in force at the time of journey in respect of which the claim is made, is undertaken.

1.7 Functions of Controlling Officers: A Controlling Officer in order to ensure that travelling allowance is not turned into a source of profit and that the travelling is resorted to only when it is necessary in the interest of public service, may :--

- (a) issue instructions limiting the extent of touring to be done by a sub-ordinate officer;
- (b) If the sub-ordinate officer is in receipt of a conveyance allowance or a permanent travelling allowance and has done inadequate touring may reduce the amount of such permanent travelling allowance or conveyance allowance; and

- (c) issue instructions to a sub-ordinate Government servant to regulate his touring in such a way as to minimise unnecessarily large claims for travelling allowance.

1.8 Signature of Controlling Officer on Travelling Allowance Bills.

No bill for travelling allowance other than permanent travelling allowance or conveyance allowance shall be paid unless it be signed or countersigned by the Controlling Officer.

- 1.9 Bar on Delegation of Duty of Countersignature: Unless expressly permitted by a competent authority, a Controlling Officer may not delegate to a sub-ordinate his duty of countersignature.

1.10 Duties of Controlling Officer: Before signing or countersigning a travelling allowance bill, the Controlling Officer shall :-

- (a) scrutinise the necessity, frequency and duration of journey and halts for which travelling allowance is claimed, and disallow the whole or any part of the travelling allowance claimed for any journey or halt if he considers that a journey or halt was un-necessary or un-duly protracted, or that a halt was of excessive duration.
- (b) scrutinise carefully the distance entered in travelling allowance bills and satisfy himself by maintaining proper check registers of bills signed or countersigned by him, that a double payment for one and the same journey is not passed;
- (c) satisfy himself that, where the actual cost of transporting personal effect etc: is claimed under these rules the scale on which such personal effect, were transported was reasonable and to disallow any claim which in his opinion, does not fulfill that conditions;
- (d) exercise care that there is no evasion or breach of the fundamental principles of travelling allowance viz: that the allowance is not to be a source of profit;
- (e) observe any subsidiary rules or orders which a competent authority may make for his guidance;
- (f) judge on the circumstances of each case whether the officer making the journey could or could not have purchased a return ticket and to allow travelling allowance accordingly when he consider that the officer making the journey could have purchased a return ticket; and
- (g) satisfy himself that the mileage allowance for journey by rail or steamer or other public conveyance has been claimed at the rate applicable to the class of accommodation actually used.

1.11 Journey on duty connected with a Local Authority. When a Government servant paid from the Provincial revenue travels on duty connected with the affairs of a Local Authority (for which the travelling allowance is payable from the Local Fund) he should prepare a separate bill for such journeys but should forward such bill with the bill for the same month, if any payable from Provincial revenue to the Controlling Officer for the latter bill, who will scrutinise the bills, and forward the bills payable by a local body to the local body concerned for necessary action under the rules of the Local Fund.

1.12 Journeys for which Travelling Allowance may be drawn: Travelling Allowance may be drawn in respect of journey performed for any of the following purposes:-

- (a) for the purpose of tour,
- (b) on transfer.
- (c) on joining a first appointment.
- (d) on retirement, suspension, dismissal or termination of employment.
- (e) to attend a course of training or to appear at an examination.
- (f) to give evidence in a court or to attend an enquiry or conference.
- (g) to obtain or furnish medical advice or treatment.
- (h) to attend a Darbar or an Official function.
- (i) in attendance on an incapacitated Government servant or member of his family.
- (j) to attend official sports events.
- (k) any other purpose authorised by a competent authority.

1.13 Journey within 10 miles/16 K.M.^s The pay of a Government servant is supposed to include the cost of maintaining a conveyance proper to his status, and therefore, ordinarily he is not to be paid any travelling allowance for journeys within 10 miles/ 16 Kilometers of his headquarter, nor he is to be paid for journey from his residence to his office. A competent authority may, however, sanction a monthly conveyance allowance to a Government servant under the following circumstances:-

- i) when he does intensive tours within 10 miles/16 K.M.^s, of his headquarter; or
- ii) when on account of shortage of residential accommodation in a particular locality, a Government servant has to reside at a considerable distance from his office.

1.14 Conveyance Allowance. Conveyance Allowance is of two kinds:-

- i) That sanctioned on the condition that a particular type of conveyance will be maintained by the Government servant:
- ii) That sanctioned without any such condition being imposed.

1.15 Conveyance Allowance during leave or joining time.

(1) Conveyance Allowance falling under rule 1.14 (i) may be drawn only for the period that required conveyance is actually maintained on a certificate being furnished by the officer concerned that this requirement has, in fact, been met.

Such conveyance allowance may be drawn during leave or joining time at full rates, if the conveyance in question is an animal or an animal drawn vehicle and at half rates, in the case of any other conveyance:

Provided that the post held by the Government servant immediately prior to the leave or joining time carried the allowance:

Provided further that the conveyance is actually maintained by the Government servant during the leave or joining time, as the case may be.

(2) Conveyance Allowance falling under rule 1.14 (ii) will be admissible only for the period during which the Government servant held the post to which the conveyance allowance is attached during leave or joining time.

CHAPTER-II

TRAVELLING ALLOWANCE FOR JOURNEY ON TOUR

GENERAL (Section-I)

- 2.1 Definition of Tour:- A Government servant is on tour when he is absent on duty from headquarter, either within or with proper sanction, beyond his sphere of duty.
- 2.2. In doubtful cases, a competent authority may decide whether an absence from headquarters, whether in a particular case or in any specified class of cases, is absence on duty for the purpose of rule 2.1.

Note: When power is exercised under this rule a copy of the sanction briefly giving the grounds of sanction should be sent to the Audit Officer concerned.

2.3 Government Servants who are not entitled to Travelling Allowance for Journeys on Tour.

When a competent authority had declared that the pay of a particular Government servant or class of a Government servants has been so fixed as to compensate him or them for the cost of all journeys, other than journeys by rail or steamer within the sphere of duty of Government servants, such a Government servant may not draw travelling allowance for such journeys though he may draw mileage allowance for journey by rail or steamer.

Such Government servant or servants may, however, draw mileage allowance calculated under the ordinary rules for the entire journey, including such part of it as is within his sphere of duty, when travelling with proper sanction beyond his or their sphere of duty.

2.4 Distance to be Travelled before Travelling Allowance is admissible.

Travelling Allowance may not be drawn for any journey during which a Government servant does not reach a point outside the radius of 10 miles/16 K.M^s from his Headquarter. The radius of 10 miles/16 K.Ms will be calculated with reference to the nearest practical route.

2.5 Kinds of Travelling Allowance. The following are the different kinds of travelling allowance, which may be drawn by Government servants for journeys on tour-

- (a) Permanent travelling allowance.
- (b) Mileage and travelling allowance.

2.6 Permanent Travelling Allowance. A permanent monthly travelling allowance may be granted by a competent authority to any Government servant whose duties require him to travel extensively. Such an allowance is granted in lieu of all other forms of travelling allowance for journeys within the Government servants sphere of duty and is drawn all the year round, whether the Government servant is absent from his headquarters or not.

2.7 A permanent travelling allowance may be sanctioned on condition that a particular conveyance is maintained or without the imposition of any such condition.

2.8 Admissibility of permanent Travelling Allowance. In case a permanent travelling allowance is sanctioned subject to the condition that a conveyance is maintained, it may be

drawn only for the period for which it is certified by the Government servant concerned that a conveyance was in fact maintained by him.

Such allowance may be drawn during leave or joining time at full rates , if the conveyance in question is an animal or an animal driven vehicle; and at half rates , in case of any other conveyance:

Provided that the post held by the Government servant immediately prior to the leave or joining time carried the allowance:

Provided further that the conveyance is actually maintained by the Government servant during the leave or joining time as the case may be.

2.9 Permanent travelling allowance which is sanctioned without imposition of any condition as to the maintenance of a conveyance, is admissible only for the period during which the charge of a post to which it is attached is held, and is not admissible during leave or joining time.

2.10 A Government servant deputed to undergo a course of training may draw a conveyance or permanent travelling allowance for maintaining a conveyance during the course of training provided he actually maintains the conveyance and the authority sanctioning the deputation is satisfied that on expiry of the training he is likely to return to the post to which the allowance is attached.

2.11 Permanent Travelling Allowance for two or more posts.

When a Government servant hold either substantively or in an officiating capacity, two or more posts, to each of which a permanent travelling allowance is attached, he may be granted such permanent travelling allowance not exceeding the total of the permanent allowance attached to such posts, as the competent authority may consider to be necessary in order to re-imburse him for the travelling expenses which he has to incur.

2.12 Permanent travelling Allowance to cover cost of all joumeys within sphere of duty.

Permanent travelling allowance is intended to cover the cost of all joumeys within the sphere of duty of the Government servant, who draws it, and such Government servant may not draw any other travelling allowance in addition to the permanent travelling allowance for any such joumey. If, however, the Government servant travels outside the sphere of his duty, he may draw ordinary travelling allowance for such joumeys in addition to permanent travelling allowance.

Note:- The Government has sanctioned Fixed Travelling Allowance to the categories as shown in Annex: (A)

2.13 Grades of Government Servants for the purpose of travelling Allowance.

For the purpose of travelling allowance, Government servants are divided into grades as follows:-

- | | | |
|----|---|--------------|
| a) | Government servants in B-17 and above and all others in receipt of pay exceeding Rs.3945/-p.m | First Grade |
| b) | Government servants drawing pay exceeding Rs. 1245- but not exceeding Rs.3945/- per month | Second Grade |
| c) | Government servants drawing pay excluding those in B-1 and B-2. | Third Grade |
| d) | Government servants in B-1 and B-2. | Fourth Grade |

2.14 Determination of grade of Government servants in transit:

(1) A Government Servant in transit from one post to another rank in the grade to which the holding of the lower of the two posts would entitle him.

(2) If the initial order of transfer is modified while the Government servants is in transit, his travelling allowance shall be regulated in accordance with the initial or final orders of transfer, whichever entitle him to rank in the lower grade.

Provided that if the initial order entitled him to travelling allowance in a higher grade, he may be allowed to claim travelling allowance admissible according to that grade on his certifying that he actually travelled by the mode of conveyance of the class admissible to an officer of the higher grade.

2.15 Grade of part time Government servants. A Government servants who whole time is not retained for the public service or who is remunerated wholly or partly by fees, ranks in such grade as a competent authority may declare.

2.16 Revision of Travelling Allowance due to retrospective promotion or reversion. The travelling allowance of a Government servant who is promoted or reverted or is

granted an increased rate of pay with retrospective effect should not be revised in respect of the period intervening between the date of promotion, or reversion and that on which it ordered, except when the promotion or reversion or increase in salary implies a change of duties. In the case of travelling allowance bills audited officially at the time of the audit, but in the case of travelling allowance bills not presented or audited before the promotion is ordered, the Audit Officer should recognise the retrospective effect of the order.

- 2.17 When a Government servant is permitted for his own convenience to perform his duties at a station other than his headquarters, he is not entitled to draw any travelling allowance for the journeys to or daily allowance for halts at such station. A competent authority may decide what should be considered to be the place of duty of a Government servant for the purposes of these rules
- 2.18 Competent authority may prescribe higher rates of travelling allowance for expensive localities. A competent authority may prescribe a higher rate of daily allowance and mileage for a particular class of Government servants or generally for travelling in a particularly expensive area or for any other special reasons to be recorded in writing.

(Section-II)

MILEAGE ALLOWANCE

- 2.19 Definition and principles of calculation. A mileage allowance is an allowance calculated on the distance travelled, which is given to meet the cost of a particular journey, and is governed by the following principles:-
- (a) for the purpose of calculating mileage allowance, a journey between two places shall be deemed to have been performed by the shortest of two or more practicable routes or by the cheapest of such routes as may be equally short;
 - (b) the shortest route is that by which the traveller can most speedily reach his destination by the ordinary modes of travelling. In case of doubt a competent authority may decide which shall be regarded as the shortest of two or more route;
 - (c) if a Government servant travels by a route, which is not the shortest, but is cheaper than the shortest, his mileage allowance should be calculated on the route actually used.

2.20 Different rates for different classes .of joumeys. Mileage Allowance is differently calculated according as the journey is, or could be performed by railway, by sea or river steamer or by road or by air.

The following are the authorized modes of travel:-

- (1) Rail;
- (2) Sea or river steamer;
- (3) Road -
 - i) Car
 - ii) Taxi
 - iii) Passenger Bus
 - iv) Motor Cycle
 - v) Cycle or on foot
 - vi) On animal back or in an animal driven carriage
- (4) Air

2.21 Mileage Allowance for Jouneys by railway:- For the purpose of calculating mileage allowance, Government servants when travelling by railway shall be entitled to accommodation according to the following scale:-

CATEGORY OF GOVERNMENT SERVANT	CLASS OF ACCOMMODATION
First Grade	Accommodation of the highest class by whatever name he it called.
Second Grade	First Class (Sleeper) accommodation. If this class is not available in train, the next lower class.
Third Grade	First Class (Sleeper cum Sitter). If travelling on a line which provides not First Class (Sleeper-cum-Sitter) the next lower class.
Fourth Grade	Lowest class by whatever name be it called

2.22 The mileage allowance for a journey by railway admissible to a Government servant is the fare actually paid for the journey in a class of accommodation to which he is entitled or in a lower class.

NOTE: (1) A Government servant who reserves his seat in a train for official business but subsequently due to an unexpected change in programme gets the reservation cancelled, may be allowed reimbursement of the reservation fee and any deduction made by the Railway Authorities before refunding the price of the tickets out of contingencies, provided that it is certified by the Controlling Officer that-

- i) cancellation was un-avoidable and in the public interest; and
- ii) the booking was cancelled at the earliest opportunity.

NOTE: (2) The provision contained in Note (1) shall *mutatis mutandi* apply where a Government servant on his transfer reserves his seat but due to unexpected change in the programme gets the reservation cancelled. The said provision shall apply and the concession of re-imbusement shall be admissible also in the case of cancellation of reservation of seats for the members of family of Government servant, provided that the reservation of seats for the members of family was made alongwith the reservation of the seat for the Government servant concerned.

NOTE: (3) Reservation charges and air port embarkation fee, if actually paid by a Government servant are included in the term "the amount actually paid" in rule 2.22.

2.23 A Government servant is required to travel by the class of accommodation for which travelling allowance is admissible to him, but if for any reason he or any other person for whom travelling allowance can be claimed under these rules travels in a lower class of accommodation he shall be entitled to the fare of the class of accommodation actually used.

2.24 When through booking involves the payment for part of journey of rates of accommodation for a higher class than that to which Government servant is entitled, the Government servant may draw mileage allowance based on the high rates for that part of the journey.

2.25 Mileage Allowance for Journeys by sea or by river steamer.

For the purpose of calculating mileage allowance by sea or by river steamer Government servants are entitled to the class of accommodation according to the following scales:-

- (a) A Government servant of Higher Class
First Grade.

- | | | | |
|-----|---------------------------------------|------|--|
| (b) | A Government servant of Second Grade. | | If there be two classes only the steamer. the higher class any if there be more than two classes the second class. |
| (c) | A Government servant of Third Grade. | i) | If there be two classes only the steamer, the lower class. |
| | | ii) | If there be three class, the second class, |
| | | iii) | If there be four classes, the third class. |
| (d) | A Government servant of Fourth Grade. | | Lowest Class. |

2.26 The mileage allowance for journey by sea or river steamer admissible to a Government servant is the amount act paid exclusive of diet, travelling in the class of accommodate to which he is entitled.

2.27 If owing to the arrangement of the classes on a steamer, the provisions of rule 2.25, if strictly construed, involve hardship a competent authority may, in respect of a particular journey or journeys generally, decide to what class of accommodation a Government servant is entitled, and when so deciding may direct whether the Government servant should be granted the full or part allowance admissible for the higher class in which he is permitted to travel.

2.28 Mileage Allowance for Journey by road For journeys by road, mileage allowance is admissible at the following rates according to different modes of travel:-

Mode of Travel.	Rate per Kilometer.
Personal car or by engaging a full taxi.	Rs. 3.00
Borrowed Car.,	Rs. 0.95
Motor Cycle or Scooter.	Rs. 1.00
Bicycle, Animal back or Food.	Rs. 0.75

Public Transport plying for hire on single seat basis: -

- (i) For Government servants of Rs. 0.50 BPS 7 and above.

- (ii) For Government servants of Rs. 0.30 B-6 and below.

NOTE: (1) Government servants of the Second Grade are ordinarily not expected to perform journeys by motor car and no bill for a journey under this clause by such an officer shall be paid unless the Controlling Officer certifies in each case that it was absolutely necessary in the public interest that the journey should have been performed in a motor car.

NOTE: (2) Where a Government vehicle is provided for use/and made available to Government servant, he shall not be entitled to any road mileage.

NOTE: (3) A Taxi for the purpose of this rule means a motor vehicle plying on hire and authorised to carry not more than eight persons.

NOTE: (4) The facility of borrowed car/taxi is not admissible to Government servants of the Third and Fourth Grade

(b) Borrowed Car. A Government servant travelling in a borrowed car may charge mileage allowance, if he incurs the cost of propulsion charges himself in the bill claiming the travelling allowance in such a case, the Government servant should give the number of the car and the name and the occupation of its owner and record a certificate to the effect that he paid the cost of propulsion himself.

Subject to provisions of rule 2.30 these rates shall be admissible from the residence at headquarters to the residence at the temporary place of duty of the Government servant.

- i) The term "personal car" means a car as defined in rule 1.5(q) of these rules.
- ii) where two or more Government servants travel in the same conveyance, only that officer who either own the conveyance or has hired it may draw mileage and daily allowance while others may draw only daily allowance. A note showing the circumstances of such a journey he made on the travelling allowance bill of each officer.
- iii) Where a Government servant while travelling on duty, is required to pay and pays total, he shall be entitled to recover the amount in addition to the mileage allowance admissible to him.
- iv) Mileage Allowance shall be admissible from the residence of the Government servant to the railway station or the airport or the sea/port as the case may be. at his headquarters and from the railway station or the airport or the sea/river port to the place of his temporary residence at the out station.

Instruction (1) Vouchers should be attached to every travelling allowance bill presented for payment particularly in respect of claims for hiring a whole vehicle but where vouchers cannot be obtained the Controlling Officer should certify that to the best of his knowledge the claim is correct. But when the whole conveyance is hired a voucher should ordinarily be required. A Voucher should be attached to every travelling allowance bill in respect of a claim for hiring a whole taxi. However, a

voucher will not be required in the case of a journey between the residence at the headquarters and the residence at the temporary place of duty, and vice versa.

Instruction (2) The nature of the conveyance used should be certified on the travelling allowance bill.

Instruction (3) All Controlling Officers should maintain in their office a record of rates of hire of conveyance of all kinds within the tract in which the Government servants subject to their control ordinarily travel.

Instructors (4) Heads of Departments are not required to attach the vouchers to their travelling allowance bills, but should certify that the amount claimed was actually paid by them.

2.29 Fraction of a Mile/Kilometer. In calculating mileage allowance journeys by road, fractions of a mile/ kilometer should be omitted from the total of the amount claimed for a complete journey but not from the various items which make up the complete journey.

Explanation. Each complete journey on tour ends when the Government servant returns to headquarters or to a place in which his headquarters are situated whether he halts there or not.

2.30 Government servants travelling by motor car or motor cycle between the places connected by rail shall draw mileage allowance by rail or road, whichever is less, except in the following cases:-

- i) when the journey is performed for the specific purpose of road inspection or road traffic inspection;
- ii) when the Government servant is directed to travel by road by his superior officer who undertakes a journey for the specific purpose of road inspection or road traffic inspection.

2.31 Air Travel. For purposes of these rules, travel by air means journeys performed in the machines of public air-transport companies regularly plying for hire. It does not include journeys performed in private aeroplane or air-taxis.

2.32 A Government servant of the FIRST GRADE travelling by air and any other officer authorised by competent authority to travel by air may draw mileage allowance equal to the fare charged for the air journey.

NOTE:(1) Government servants in BPS-20 and above shall be entitled to travel by air in the first class on duty outside Pakistan. For the portion of journey, if any, lying within Pakistan, such Government servants shall travel in economy class.

NOTE:(2) Wherever available a return ticket at reduced rates should always be purchased when an officer expects to perform return journey by air within the period for which a return ticket is valid.

NOTE:(3) The provisions of notes below rule 2.22 also apply in case of air journey.

2.33 Mileage Allowance for a Government servant not authorised to travel by a air. A Government servant who is not authorised to travel by air but performs a journey by air can draw (i) travelling allowance that would have been admissible to him under rule 2.32 if he had been authorised to travel by air or (ii) allowance for a journey by rail, road or steamer whichever ever is less.

(Section-III)

DAILY ALLOWANCE.

2.34 DAILY ALLOWANCE. (1) A daily allowance is uniform allowance for each day of absence from headquarters which is intended to cover extra daily expenditure incurred by a Government servant in consequence of such absence.

(2) Daily Allowance will be admissible only for the actual night (s) at the out-station for which Daily Allowance claimed. Where night stop is not involved and if absence from headquarters exceeds four hours, half daily allowance will be allowed.

(3) A day is to be reckoned from midnight.

(4) Daily allowance at half rate will be admissible for half day.

(5) Notwithstanding any thing to the contrary contained in above sub rules an officer availing H.O.R facilities will be entitled to draw for journey days daily allowance at full rate for a complete day and at half the rate for half day or less.

(6) Daily Allowance may not be drawn for any day on which Government servant does not reach a point outside a radius of 10 miles/16 kilometers from his headquarters or returns to his headquarters from a similar point.

(7) Daily allowance for each calendar day will be admissible for the period of absence on duty from headquarters (including the time spent in transit). Not more than one daily allowance will be admissible on any calendar day. A fraction of calendar day will be reckoned as calendar day for this purpose.

(NOTE:- calendar day in sub rule above means a day beginning on one midnight and ending on the next midnight)

(8) In the case of departure from headquarters, the rate of daily allowance during transit will be same as admissible at the station of immediate destination. In the case of return to

headquarters the rate will be the one admissible at the last station of temporary duty before return to headquarters.

(9) The period of absence from headquarters shall commence from the time of departure of the Government servant from his to the office or residence as the case may be, till the time of his return to the office or residence as the case may be. The competent authority authorising the tour will decide whether the Government servant should proceed on temporary duty from his office or residence.

(10) The period of forced delay in transit will be treated as part of the total transit period.

(11) Extra daily allowance for arrival at and departure from the place of temporary duty will not be admissible.

2.35. (i) Rates of daily allowance. The rates of daily allowance shall be as follows

<u>Pay limit</u>	<u>Special rates per day</u>	<u>Ordinary rates per day</u>
1000	60	40
1001 to 2000	80	65
2001 to 3000	120	85
3001 to 4000	145	100
4001 to 5000	175	120
5001 to 6000	215	150
6001 to 7000	260	180
7001 and above	300	225
BPS-21 and above		260

(ii) Government Servants upto BPS-1 -19 may stay in Government Guest Houses, Public Sector Corporations Rest Houses and Hotels (Minus five star hotels). They can claim actual room rent charges on production of receipts subject to a maximum of three D.A in specified stations and one and half D.A, at non-specified stations.

(iii) Government servants in BPS-20 and above may stay in hotels and claim room rent charges on production of receipts subject to a maximum of three D.A for specified stations and 1-1/2 D.A at

non-specified stations. If However, the room rent charges are in excess of the maximum ceiling afore-mention or the entitlement of the officer, 50% of the excessive amount will be borne by the officer himself and 50% by the Government.

NOTE (1) The specified stations where Special rate of daily allowance shall be admissible are ISLAMABAD, KARACHI, LAHORE, PESHAWAR, RAWALPINDI.

NOTE (2) A Government servant on tour to Tehsil Hub, District Lasbella who stays in a hotel, guest house, inspection bungalow/lodge at Karachi due to non-availability of accommodation at Hub shall be entitled to special rate of daily allowance. Provided the Controlling Officer certifies that the stay of such Government servant at Karachi was justified for lack of accommodation at Hub.

This principle shall also apply in the case of incomplete days at the beginning and end of a tour, and a Government servant shall be entitled to daily allowance at the higher rates fixed for a locality, if his halt at that place was more than half of the period of the incomplete day in question,

(iv) The rate of daily allowance in the following areas of Balochistan shall be as under:-

<u>AREAS</u>	<u>PAYLIMIT</u>	<u>DAILY ALLOWANCES</u>
a) Markran Division	Rs.3200/- & above	Rs. 119/-
b) Kharan Division	Rs.2100/- to 3099/-	Rs.106
c) Kholu Agency and	Rs.1001/- to 2099/-	Rs.63
d) Dera Bugti Agency	Rs.5001/- to Rs.1000/-	Rs.56/-
	Up Rs.500/-	Rs.38/-

2.36 Period for which daily allowance may be drawn Daily allowance may be drawn form the entire period of absence from the headquarter i.e for the time spent on joumey a halt On tour or on a Holly day accruing during a tour

NOTE .1 A Government servant who takes casual leave when on tour is not entitled to draw daily allowance during such leave.

NOTE (2) A Government servant who takes casual leave immediately on the conclusion of temporary duty will draw daily allowance for the day of

departure from the outstation to which he would have been entitled had he not proceeded on casual leave.

NOTE (3) A Government servant who during the course of his tour returns temporarily to headquarters on Friday/Saturday or any public holiday to attend to his private business is not entitled to draw daily allowance for the day or days spent at headquarters.

2.37 Maximum period for which daily Allowance is admissible.

Daily allowance may not be drawn for a continuous halt of more than ten days at any one place.

Provided that a competent authority, if it is satisfied that prolonged halts are necessary in the interest of public service, grant general or individual exemptions from the operation of this rule, on such conditions, including reduction in the amount of rate of daily allowance, as it thinks fit.

NOTE(1) In granting exemptions from the operation of this rule, the competent authority may impose such conditions as it thinks fit. One such condition is the reduction in the amount of daily allowance that may be drawn and the principle underlying this reduction is that the expense incurred by a Government servant in respect of a halt at an out-station ordinarily decreases in proportion to the length of his stay at that station. This principle should be borne in mind by the authorities to whom power, under this rule have been delegated and the rate of daily allowance should be suitably reduced after the first ten days in all cases except those which present very special features. Cases in which special treatment can be justified will be generally those in which the halt of a Government servant at an out-station is of uncertain duration which makes it impossible for him to arrange for more permanent and cheaper accommodation

NOTE(2) Casual leave taken during tour may be excluded in computing the period of ten days referred to in this rule.

2.38 For the purposes of these rules: -

- (a) after a continuous halt of ten days duration the halting place shall be regarded as the Government Servant's temporary headquarters.
- (b) a halt is continuous unless terminated by an absence on duty at a distance from the halting place exceeding 10 miles/16 kilometers for a period of a not less than three nights.

Provided that when a Government servant returns to his headquarters, the halt is terminated, even though the return be for less than three night

CHAPTER-III**TRAVELLING ALLOWANCE FOR JOURNEYS ON TRANSFER**

- 3.1** General Conditions of admissibility. Travelling Allowance may not be drawn under this Chapter by a Government servant on transfer from one station to another unless he is transferred for the public convenience and is entitled to pay during the period occupied by the journey. A transfer at his own request should not be treated as a transfer for the public convenience unless the authority sanctioning the transfer, for special reasons which should be recorded, otherwise directs.
- 3.2.** When a Government servant is transferred otherwise than for the public convenience, a copy of the orders of transfer shall be sent to the Audit Officer with an endorsement stating the reasons for the transfer. In the absence of such an endorsement the Audit Officer shall assume that the Government servant has been transferred, for the public convenience. In the case of subordinate Government servant a certificate from the Head of the Office may be accepted in lieu of the copy of the order referred to above.
- 3.3.** A competent authority may depute a Government servant on duty outside his headquarters and order him to reside at a temporary headquarter for a period not exceeding three months. In such circumstances travelling allowance as on transfer will not be admissible and the Government servant in question will only draw travelling allowance as on tour.
- 3.4.** Elements of the travelling allowance on transfer. Travelling Allowance for a journey on transfer is meant to cover:-
- (a) the cost of transportation of the Government servant and his family;
 - (b) expenditure incidental to the travelling of the Government servant and his family;
 - (c) transportation cost of the personal effects of the Government servant and his family; and
 - (d) in certain cases the cost of the transportation of conveyance or conveyances of a Government servant.
- 3.5** Travelling Allowance will be admissible in respect of all items of expenditure specified in rule 3.4, provided that the transportation in question took place not earlier than one month and not later than six months of the date on which the Government servant took over the charge of the new post.
- 3.6** Travelling Allowance for journey on transfer includes:-
- (a) mileage allowance for the Government servant and his family to cover the cost of their transportation.
 - (b) cost of transportation of the personal effect of the Government servant subject to certain limits;

- (c) daily allowance for the Government servant and his family to cover incidental expenses; and
- (d) cost of moving motor car or other conveyance under certain circumstances.

3.7 Mileage Allowance and transfer grant. A Government servant is entitled and following:-

- (a) Mileage Allowance (i) In the case of journey by rail mileage allowance for himself or for each member of his family equal to the fare actually paid for journey in a class of accommodation to which he is entitled or in a lower class;
- (ii) In the case of Journey by modes other than rail, one full mileage allowance for himself and for each member of his family above 12 years of age and one half of mileage allowance for every child above the age of 12 months, but below 12 years, at the rate to which he is entitled while on tour.

Provided that where mileage is charged for journey by personal car or taxi, only a single mileage will be admissible.

- (b) Transfer Grant:- The transfer grant will be admissible at the following rates:-
 - (i) A Government servant possessing a family when transferred within a district, shall be granted half month's pay.
 - (ii) A Government servant possessing no family when transferred within a district, shall be granted half month's pay.
 - (iii) A Government servant possessing family when transferred out of the district shall be granted one month's pay.
 - (iv) A Government servant possessing no family when transferred out of district shall be granted half month's pay.
 - (v) A Government servant transferred on the same station will not be allowed any transfer grant.

NOTE: "Possessing Family" means a Government servant travelled alongwith his family.

3.8 Subject to provision of rule 3.13, a Government servant is entitled under clause (b) of rule 3.6 to the cost of transportation of personal effect to the maximum limit as under:-

S.NO.	GRADE OF GOVERNMENT SERVANT	POSSESSING FAMILY	POSSESSING NO FAMILY.
1.	Grade-I	4500 K.G ^s	2240 Kilograms
2.	Grade-II	3000 “	1500
3.	Grade-III	1500 “	760 “
4.	Grade-IV	560 “	380 “

NOTE:- Both husband and wife would be entitled to transfer grant and transportation of personal effects in case both are Government servants and are transferred from one station to a common destination. The wife would, however, be required to certify that the weight of personal effect for which transportation charges have been claimed by her was in excess of the limits upto which it was admissible to her husband under these rules.

3.9 Subject to the provision of rule 3.14 and 3.15 a Government servant entitled under clause (d) of rule 3.6 to draw actual cost of transportation by rail or steamer, at owner's risk of conveyance at the following scale:-

GRADE OF GOVERNMENT SERVANT	CONVEYANCE WHICH THE MAY TRANSPORT
First Grade	A motor car or a carriage or a motor cycle or an ordinary cycle.
Second Grade	-do-
Third Grade	A motor cycle or an ordinary cycle.
Fourth Grade	An ordinary cycle

3.10. For the purposes of these rules, the actual physical weight of the personal effect carried by steamer should be taken into account, and not theoretical weight as arrived at by the shipping companies according to their own formula calculating the charge.

3.11 Subject to the prescribed maximum number of kilograms, a Government servant may draw the actual cost of transporting personal effects to his new station from a place in Pakistan other than his old station (e.g. from a place where they are purchased *enroute* or have been left on the occasion of his previous transfer) or from his old station to a place in Pakistan other than his new station, provided that the total amount which he may draw for transporting personal effects shall not exceed the amount which would have been admissible had all his personal effect been transported from his old to new station direct.

3.12 Motor cars and other conveyances shall be deemed a part of personal effects for the purposes of this rule in all cases where a Government servant is not entitled travelling allowance for their transport under rule 3.9.

3.13 Cost of carriage of personal effect upto the maximum limits as in rule 3.8 shall be allowed at the rate of paisas 0.148 kilometer per kilogram (or paisas 2.96 per kilometer per unit of 20 kilograms) from the residence of Government servant at the old station to his residence at new station, irrespective of the mode by which the personal effect are carried.

NOTE: (a) It will not be necessary to call for the receipt in support of claim of cost of transportation of personal effects.

NOTE: (b) Government servant claiming the cost of transporting personal effect is required *inter-alia*:-

- (i) to render a certificate to the effect that the actual expenses incurred are not less than the amount claimed; and
- (ii) to indicate in the certificate, the weight of the personal effect actually carried and the amount actually paid for their transport.

The Controlling Officer is also to exercise the usual scrutiny of the claim.

NOTE: (c) There may be an impression that with the dispensing with the production of receipt, the cost of transportation of personal effects to the maximum permissible limit can be claimed is not correct. The position is that the provisions of S.R. 116 (a) will continue to remain in force.

3.14 In the case of transportation of motor car, the cost of transporting a driver or cleaner may be drawn.

3.15 When a Government servant transports his motor car or a motor cycle and carriage etc; by road between stations connected by rail or steamer or partly by rail and partly by steamer, he may draw an allowance at paisas 1.20 per kilometer in respect of a motor car and paisas 0.40 per kilometer in respect of a motor cycle or scooter.

Provided that if the Government servant or a member of his family travels by the conveyance, he may draw mileage allowance as for journey on tour and no additional allowance under this rule will be admissible.

3.16 Procedural matters. A Government servant who claims higher travelling allowance on the grounds that members of his family accompanied him on transfer must support his claim by a certificate showing the number and relationship of the said members.

3.17 Government servants taking over charge or handing over charge at a place other than his headquarters:- A Government servant transferred from one post to another who is

permitted to hand over charge of his post or to take over the charge of the new post at a place other than his headquarters is entitled to:-

- (i) travelling allowance as on tour for the journey to the place of taking over or handing over and also for the journey from such place to his new headquarters.
- (ii) travelling allowance as on transfer, except his own mileage allowance for the journey from his old headquarters to the new headquarters.

3.18 Deputation For Training. A Government servant who, in consequence of his transfer or deputation on a course of training, in which travelling allowance is admissible, is obliged to send his family to a station other than his new headquarters or place of training may draw travelling allowance for his family to new headquarters, subject to the condition that it does not exceed the travelling allowance which would have been admissible if the family had accompanied him to his new headquarters or place of training.

3.19 Government servants appointed to a new post while in transit.

A Government servant appointed to a new post while in transit from one post to another is entitled to draw traveling allowance as on transfer for so much of the journey as he has accomplished when he receives the fresh orders and for the journey from the place at which receives such orders to his new station.

3.20 Government servant Transferred after enjoying leave.

A Government servant who goes on leave after he has handed over charge of his old post and before he has taken charge of his new post, is entitled, whether the order of transfer is received before or after the commencement of his leave to travelling allowance as on transfer from his old to his new post.

3.21 When a Government servant under the administrative control of the Government of Balochistan is transferred to the control of another Government, his travelling for the journey to join his new post under the Government and for the journey on reversion to a post under the Government of Balochistan will be Governed by the rules regulating travelling allowance on transfer of that Government.

NOTE: The Controlling Officer for the purposes of travelling allowance for the journey of Government servant to join his post under another Government as well as for the journey on reversion to a post under the Government of Balochistan, shall be the Controlling Officer in regard to his post under that Government.

3.22 The traveling allowance of a Government servant both when proceeding on transfer to a foreign service and when reverting to duty under the Government shall be borne by the foreign employer.

NOTE: The above rule applies even in case in which Government servant in foreign service takes leave before returning to duty under the Government.

- 3.23 A Local body employee transferred to officiate in a post under Government is entitled to travelling allowance for the journey, to join his post under Government and also for the return journey under these rules.

CHAPTER-IV

TRAVELLING ALLOWANCE FOR JOURNEYS OTHER THAN THOSE ON TOUR AND TRANSFER.

(Section-I)

JOURNEYS ON FIRST APPOINTMENT TO GOVERNMENT SERVICE AND ON RETIREMENT, DISMISSAL OR TERMINATION OF AN APPOINTMENT.

- 4.1 (1) Unless a competent authority by special or general order so permits travelling allowance is not admissible to any person appointed to a post in Government service who is not at the time holding any appointment under Government, for the journey to join his post.
- (2) Travelling Allowance is not admissible for a journey under taken to procure medical certificate required on first appointment to Government service.
- 4.2 A person holding a permanent post substantively under another government may be granted travelling allowance to join a post under the Government of Balochistan, and while reverting to his parent Government.
- Provided that no such allowance will be admissible on reversion, if the reversion is at the request of such person.
- 4.3 Unless a competent authority so permits, no person is entitled to any traveling allowance for a journey made after dismissal from Government service or after termination of his service under Government, provided that:-
- (i) a Government servant retiring from Government service may draw travelling allowance as on transfer from his last headquarter to the place where the Controlling Officer certifies he is due to settle; and
 - (ii) the family of Government servant who dies while in service shall be entitled to travelling allowance as on transfer.

NOTE: Transfer Grant will also be granted when travelling allowance is being granted under this rule.

- 4.4 Travelling Allowance under rule 4.3 will be admissible in respect of all items of expenditure, provided that the journey and transportation took place either during leave preparatory to retirement (LPR) or one month before the date of actual retirement but not later than six month of the date of actual retirement from Government service.

- 4.5 Except as otherwise provided, travelling allowance under this section should be calculated as for journey on tour, but no daily allowance may be drawn for halts. The rate admissible in case of a new recruit is the rate prescribed for the grade to which he will belong after joining his post.

(Section-II)

JOURNEY ON A COURSE OF TRAINING

- 4.6 When a Government servants or a student not already in Government service is selected to undergo a course of training, a competent authority may decide the scale, if any, on which he shall draw:-

- (a) travelling allowance for the journey from the place of training and for halts at such place;
- (b) in the case of training at a school, college or similar institution, travelling allowance for similar journey on the occasion of holidays and vacation; and
- (c) travelling allowance for a journey during the course of training.

Provided that the scale so fixed shall not exceed that admissible to Government servants of similar status on duty at the place of training.

NOTE: When a Government servant is deputed to receive training at any of the Pakistan Army Schools of Instructions, he should be permitted to draw, instead of house rent or local allowance, daily allowance equal to messing charge levied by the Army Institutions, in accordance with his status. This note will apply when it is certified by the authorities of Institution concerned that it is compulsory for a trainee to lodge and board at the Institution or that it is not possible to make any cheaper arrangement outside.

(Section-III)

JOURNEY TO GIVE EVIDENCE IN A COURT, TO ATTEND AN INQUIRY OR CONFERENCE.

- 4.7 (1) A Government servant permitted at his request to a meeting or conference held in Pakistan, and if any Government interest is served thereby, may be paid a single return railway fare for the journey without any road mileage or daily allowance.

(2) Mileage Allowance and Daily Allowance etc: as for a journey on tour, are, however, admissible when an officer is officially deputed to attend a meeting.

- 4.8 (1) A Government servant appointed as member of a Committee, Commission or Board constituted by Government may draw travelling allowance as for journeys on tour.

A Government servant appointed to assist at a departmental enquiry or a preliminary investigation into charges of corruption or misconduct on the part of an official and undertakes a journey in connection with such enquiry or investigation is entitled to travelling allowance as for a journey on tour.

4.9 A Government servant summoned to give evidence:-

- (a) in a civil or criminal case, or a departmental enquiry held by a properly constituted authority in Pakistan or in foreign territory, provided that the facts as to which he is to give evidence have come to his knowledge in the discharge of his public duties; or
- (b) before a Committee appointed by Government; may draw travelling allowance as for a journey on tour, attaching to his bill a certificate of attendance given by the court or other authority which summoned him.

Provided that if the court by which he is summoned is situated within ten miles/16 kilometers of his headquarters or within Municipal limits of the town where his headquarters are located, whichever may be farther, he may if not in receipt of any permanent travelling allowance or conveyance allowance, accept such payment of actual travelling expenses as the court may make.

- (2) When a Government servant draws travelling allowance under sub rule (1)-
 - (i) If the court or authority by which he was summoned be in Pakistan, he may not accept any payment of his expenses in connection with the journey from such court or authority and any fee which may be deposited in a court or with the authority for the travelling and subsistence allowance of the witness must be credited to Government, and
 - (ii) If the Court or authority by which he was summoned be in foreign territory, he may receive from the Court or authority such payment of his expenses as may be admissible to him under the rules of the Court and credit the amount to Government, stating in his travelling allowance bill the amount received the treasury in which it has been credited and the date of credit, and where no amount is paid to him by the court, he should ascertain the reason therefore and state them in his travelling allowance bill.

NOTE(1) If the court in which he gives evidence is situated within 10 miles/16 kilometers of his headquarter or within Municipal limits, whichever may be farther, and no traveling allowance, is, therefore, admissible for the journey, he may if he be not in receipt of permanent travelling allowance or conveyance allowance accept such payment of actual travelling expenses as the Court may make.

NOTE(2) A Government servant summoned to give evidence while on leave or on vacations is entitled to traveling allowance under this rule from and to the place from which he is summoned as if he were on duty.

NOTE(3) When a Government servant summoned as witness in a criminal case or a civil case claims travelling allowance under this rule, a certificate from the Court should be attached to the bill showing the amount of travelling or subsistence allowance which he has been paid under the rules of the Court.

NOTE(4) This rule applies also to a Government servant in foreign service, provided that facts to which he is to give evidence have come to his knowledge in the discharge of his duties while in the service of the Government.

4.10 Other cases. A Government servant summoned to give evidence in circumstances other than those specified in rule 4.9 or to attend a Court of law in official capacity is not entitled by reason of his position as a Government servant, to any payment other than that admissible by the rules of the Court. If the Court pays him any sum as subsistence allowance or compensation (allowance) apart from payment for the travelling expenses, he must credit that sum to Government before drawing full pay for the day or days of absence.

4.11 A competent authority may sanction travelling allowance as for a journey on tour in a case in which a Government servant has to undertake the journey to answer a criminal or civil case brought against him in respect of an act done by him in the discharge of his official duty and in which Government has decided to undertake his defence at public cost.

4.12 Travelling allowance as for a journey on tour is admissible to a Government servant proceeding in his official capacity to a Police station to lodge a complaint or give information of an offence but no allowance is admissible to a Government servant summoned by a police officer to give evidence before him.

4.13 Persons attending commissions of inquiry etc: (1) When any person not being a Government servant, but including an employee of the Federal Government or other Provincial Government is required to attend any meeting of Provincial Commission of Inquiry or of a Board, Conference, Committee or departmental enquiry convened under proper authority or is required to perform any public duties in an honorary capacity, a competent authority may grant him travelling allowance for the journey calculated under the ordinary rules for the journey of a Government servant on tour, and for such purpose may declare, by general or special orders the grade to which such person shall be deemed to belong;

Provided that a competent authority may, in its discretion, grant to the person concerned his actual travelling, hotel and carriage expenses, instead of travelling allowance, where it considers that such allowance would be inadequate.

(2) A competent authority may delegate the power conferred upon it by sub-rule (1) above to the Government servant presiding over the meeting of the Commission or other body which the person concerned is required to attend.

(3) Travelling Allowance is not admissible to private legal practitioners employed in case on behalf of Government unless they are officiating as District Attorney and Assistant District Attorney.

(4) Non-officials may be allowed by a competent authority, travelling allowance (including daily allowance and conveyance allowance) according to their status, for helping Government in its various activities.

(Section-IV)

JOURNEY TO GIVE OR OBTAIN MEDICAL ADVICE.

- 4.14 (1) When the place at which the Government servant falls ill is not the headquarter of the authorized Medical Attendant-
- (a) the patient shall be entitled to travelling allowance for the journey to and from such headquarter; or
 - (b) if the patient is too ill to travel and under the rules applicable to him is in such circumstances entitled to the authorized medical attendant at his residence, the authorized medical attendant shall be entitled to travelling allowance for the journey to and from the place where the patient is.
- (2) A claim for travelling allowance under clause (a) of sub-rule (1) above shall, be accompanied by a certificate from the authorized Medical attendant stating that medical attendance was necessary and where the claim is under clause (b), that the patient was too ill to travel.
- 4.15 (1) If the authorized medical attendant is of the opinion that the case of a patient entitled to treatment under the rules relating to medical attendance on Government servants and their families is of such a serious or special nature as to required medical attendance by some person other than himself or that the patient requires anti-rabic treatment, he may with the approval of Director of Health Services, which shall be obtained before hand, unless the delay involved entails danger to the health of patient-
- (a) send the patient to the nearest specialist or other medical officer in Balochistan by whom in his opinion medical attendance is required for the patient, and in the case of anti-rabic treatment, to the nearest station in Balochistan where specialist or other medical officer/treatment is available.
 - (b) If the patient is too ill to travel and is under the rules applicable to him entitled to medical attendance at his residence, summon such specialist or other medical officer to attend upon the patient.
- (2) A patient sent to a specialist or anti-rabic station under sub-rule (1) above shall, on production of a certificate from the authorized medical attendant in this behalf, be entitled to travelling allowance for the journey to and from the headquarter of the specialist or other medical officer or as the case may be, the place of anti-rabic treatment.
 - (3) A specialist or other medical officer summoned under sub clause (b) of sub-rule (1) shall, on production of a certificate from the authorized medical attendant in this behalf be entitled to travelling allowance for the journey to and from the place where the patient is.

4.16 When a Government servant is required under the orders of the Head of his office to obtain the counter signature of Medical Board or a medical officer upon a certificate pronouncing him fit to return to duty from leave granted on medical certificate he may draw travelling allowance for the journey undertaken to appear before such Board or Medical Officer.

4.17 If a Government servant being stationed at a place where there is no Medical Officer of Government, is required to obtain a medical certificate from a Medical Officer of Government in support of an application for an initial grant of leave he may draw travelling allowance for the journey undertaken to obtain that certificate.

NOTE: Travelling Allowance is not admissible for a journey to obtain a medical certificate in support of an application for an extension of leave.

4.18 If a Government servant, having obtained a medical certificate in support of an application for an initial grant of leave, is required to appear before a Medical Board or to appear before a nominated Medical Officer/Board of Government for further opinion as to the necessity for the leave recommended in that certificate, he may draw travelling allowance for the journey undertaken to obtain that opinion.

NOTE: Travelling Allowance is not admissible for a journey to obtain a further medical opinion in support of an application for an extension of leave.

4.19 A Government servant directed by his official superior, in the interest of the public service, to apply for an invalid pension may, if he be required to undertake a journey in order to appear before a Medical Board, draw travelling allowance as on tour.

Provided that his travelling allowance bill is support by a certificate that he was directed to apply for an invalid pension in the interest of the public service.

4.20 A Government servant who has been directed to apply for or is in receipt of disability pension from Government, may draw travelling allowance for journey to obtain a certificate from Medical Board for the grant of or the continuance of such pension.

4.21 A competent authority may allow travelling allowance to a Government servant who voluntarily applies for an invalid pension:

Provided that the authority is satisfied that the circumstances of the applicant are such as to justify the concession.

4.22 (1) When a Government servant suspected to be suffering from tuberculosis is required, after examination by the District Health Officer of the District in which he is serving, or if he is too ill to go to the District Headquarters, by the Medical Officer-in-Charge of the local or the nearest hospital or dispensary, to proceed for X-Ray, Laboratory or other examination to the nearest station where such facilities are available, he may on production of a certificate from the District Health Officer or the Medical Officer as the case may be, draw travelling allowance for the journey performed by him to and from the place of examination as on tour.

(2) The journey under this rule should not be undertaken without the previous permission of the Controlling Officer, if such permission can be obtained without risk to the Government servant.

4.23 Travelling Allowance under rules 4.14, 4.15 & 4.20 should be calculated as for a journey on tour provided that no allowance shall be drawn for halts on the journey, while travelling allowance under other rules of this section may be allowed as for journey on tour.

4.24 (1) A Medical Officer of Government who considers that a Government servant on whom it is his duty to attend professionally should leave his station to obtain medical advice or treatment or to proceed on leave, and that it is unsafe for him to travel unattended may, if he does not himself accompany him, arrange for an attendant to do so; and the attendant—

(a) If a Government servant shall be deemed to have been travelling allowance for the onward and return journey as a journey on tour; and

(b) If not a Government servant may draw actual expenses.

(2) When the Medical Officer's opinion as to the necessity for the journey and for an attendant during it, cannot be obtained before its commencement, a certificate from him that the journey with an attendant was necessary is sufficient for the purpose of this rule.

NOTE: An overseer, nurse or other person attending on or escorting an insane or sick Government servant should, when travelling in the same compartment with him be allowed to draw the actual fare of the class in which he travels plus daily allowance to which he may be entitled.

(Section-V)

**JOURNEYS TO ATTEND DURBARS AND
CEREMONIAL FUNCTIONS ETC:**

4.25 A Government servant who is required to attend investiture ceremony or Durbars or leaves elsewhere than at the headquarters may draw travelling allowance for the journey as for a journey on tour.

NOTE: No travelling allowance is admissible to a Government servant for attending a function with which he has not officially connected though he may have received a courtesy invitation for the same. It is for the Head of the Attached Department concerned or where he is the head of the attached department, the Administrative Secretary of the Department concerned to see, while permitting a Government servant to be present at a function, if he is really required to attend it in the public interest, and if so whether travelling allowance should be permitted for the journey as for a journey on tour. If several Government servants of one and the same Department attend a particular function, it should also be seen whether the same conveyance cannot be shared by all of them.

4.26 Journey in connection with Local fund. (1) Except as provided in sub-rule (2), the travelling allowance to the Government servant for the journeys performed in

connection with affairs of local authority is government by the rules of the Local Fund and is payable from the local fund.

(2) When a Government servant who is an ex-officio member of a local body, travels to attend meeting of the local body or when a Government servant travels for purposes of supervision or control of the affairs of a Local Body as part of his regular duties, his travelling allowance shall be paid by the Government and shall be governed by those rules.

NOTE: The instructions contained in rule 1.11 should be carefully observed when preparing travelling allowance bills under this rule.

- 4.27 Journey during vacation. No travelling allowance is admissible to a Government servant of a Vacation Department who is spending his vacation elsewhere than at his headquarter in the even of his being recalled to his headquarter during his vacation.

CHAPTER-V

TRAVELLING ALLOWANCE WHEN THE MEANS OF TRANSPORT ARE PROVIDED WHOLLY OR PARTLY FREE OF COST.

- 5.1 H.O.R FACILITIES. A competent authority may grant to any Government servant, the general right of reserve by requisition and inspection carriage, ordinary saloon, 4-berthed air-conditioned compartment, air conditioned 2-berthed (coupe) compartment etc: even travelling by railway on tour.
- 5.2 The procedure to be followed in submitting a requisition for reserved accommodation shall be such as may be prescribed by the Railway Authorities.
- 5.3 When a Government servant travels in a carriage reserved by requisition, the carriage is entirely at his disposal and may be detached and detained at any railway station at his request.
- 5.4 When a Government servant for whom special railway accommodation is provided, or who is entitled under these rules to reserve railway accommodation by requisition, travels in such accommodation on tour-
- (i) the entire cost of haulage is borne by Government;
 - (ii) Unless it be otherwise expressly provided in these rules, any person travelling with the Government servant in the reserved accommodation must pay the usual fares to the railway by the purchase of A.C.C. tickets, and in every bill for a travelling allowance in respect of a journey performed in reserved accommodation, the Government servant reserving the accommodation must certify the number of persons who travelled with him and certify that necessary tickets were purchased by them.

NOTE: (1) The Government servant reserving the accommodation shall before beginning the journey have the number and other details of the tickets

purchased by the persons travelling with him in the reserved accommodation entered on the requisition from by the Station Master of the station from which the journey is commenced, in order to enable an adjustment to be made between the Civil and Railway Departments in respect of the fares realized by the railway.

NOTE: (2) Where only debits are received by the Audit Officer on account of railway requisitions in respect of which no travelling allowance bill has been preferred, the audit officer will obtain a certificate from the Government servant who has travelled in the reserved railway accommodation to the effect that the journey covered by the requisition was performed in the interest of public service.

NOTE: (3) A Personal Assistant, A Stenographer or a Clerk holding a ticket for the class of accommodation in which he is entitled to travel according to his grade may travel with the high official in his reserved accommodation but in that case the higher official will have to certify in the bill for travelling allowance that the Personal Assistant, Stenographer, Clerk etc: actually purchased a ticket for the class of accommodation to which he was entitled. In such a case the cost of the said ticket will not be deducted from the charge on account of haulage of reserved accommodation payable to the Railway.

NOTE: (4) A Government servant who is entitled to reserve by requisition a first class compartment may recover when travelling by railway in such a compartment his actual travelling expenses upto maximum of one half of first class fare.

5.5 The amount of haulage which may be transported free of cost by a Government servant travelling in a reserved accommodation is the amount covered by the number of tickets which a member of public would have to purchase in order to reserve such accommodation.

5.6 Free transit otherwise than in accommodation reserved by requisition. When a Government servant is entitled to or is allowed free passage by steamer, whether on a free pass or otherwise or travels by road in a staff car or other conveyance provided by Government or a local authority, he is not entitled to any mileage for the journey, except where the journey is performed by rail, the Government servant may draw mileage allowance equal to half of the railway fare he is entitled to.

NOTE: (a) This will not be applicable to:-

- i) Officers and men of Railway Police.
- ii) Medical Officers lent to the Railway Department and
- iii) any other Government servant or class of Government servants whose duties involve constant travelling by railway, except in case where the competent authority, may declare it to be applicable.

(b) When such a Government servant makes a journey by railway on tour-

- i) he is entitled either to free pass under the Free Pass Rules of the Railway or to the fares for himself and the servants and baggage accompanying with him which a free pass would cover.
- ii) He may draw daily allowance for any day on which he is absent from his headquarters for more than eight (8) consecutive hours.
- iii) he may not exchange for mileage allowance the allowances admissible under sub-clause (i) and (ii).
- iv) If he combines a railway journey by steamer or road, he may if he travels to a place distant at least 5 miles/8 kilometers from the point where he leaves the railway or returns to the railway, from a place similarly distant, draw mileage allowance for the journey by steamer or road in addition to daily allowance, if any, admissible under this rule. Provided that the time spent on the journey by steamer or road shall be deducted in calculating the duration from the absence of his headquarters.

5.7 When a Government servant in receipt of permanent travelling allowance uses a free pass on Railway or Steamer within sphere of his duty, or travels by road in a free conveyance, the amount of the mileage allowance to which he would have been entitled if he had not traveled free, shall be deducted from his permanent travelling allowance for the month during which he so uses a free pass or a free conveyance.

5.8 Government servant entitled to travel in a higher class on payment of a lower fare. When a Government servant is permitted to travel by railway in a higher class on payment of a lower fare, his mileage allowance must be limited to the amount of the fare actually paid.

5.9 Travelling Allowance to the Government servants who accompany the Governor of Balochistan.

- (1) If the Government servants travel in the Governor's special train, the travelling allowance which they would ordinarily draw shall be reduced by the amount of the fare which, but for such free passage, they would have paid.

NOTE: No refund to the Governor's tour fund is necessary as no extra expenditure is incurred out of the grant on this account.

- (2) If the Government servants travel in an ordinary train they should purchase their own tickets and draw the ordinary travelling allowance.

NOTE: No recoveries are necessary in this case unless their fare are in first instance advanced from the Tour Fund in which case the accounts of the Fund should be adjusted by the Military Secretary.

- (3) In all case where full travelling allowance is claimed by the Government servants, it should be certified on the bill that the journey was performed by an ordinary train, or in an extra carriage attached to the Governor's special train. On the authority of such a certificate and on the understanding that the account

of the Governor's Tour Fund will (if necessary) be adjusted by the Military Secretary, the travelling allowance charged by the Government servants will be passed in full.

CHAPTER-IV

RULES REGULATING TRAVELLING ALLOWANCE AND HILL STATION (DISTURBANCE) ALLOWANCE TO THE PROVINCIAL GOVERNMENT SERVANTS DURING THEIR STAY AT HILL STATION IN SUMMER SEASON.

(Section-I)

6.1 The rules in this chapter shall be applicable only to the officers and the staff of the Provincial Government during their stay at the Hill Station in the summer season.

Explanation:- For the purpose of this chapter Hill Station means "Ziarat" or any other hill station specified by the Governor in this behalf.

6.2 A Government servant, to whom the rules in this chapter apply who is required to move to a hill station may draw for the initial journey to and the final return journey from the hill station, may draw for the initial journey to and the final return journey from the hill station, mileage and daily allowance as follows:-

- (i) mileage and daily allowance for himself and for each member of his family;
- (ii) one extra mileage allowance, as for himself to cover miscellaneous expenses of the journey provided that if he is holding a ministerial post and travels with his family, two additional mileage allowance as for himself will be allowed.

NOTE(1) For the purpose of this rule, a member of a Government servant's family should be held to have accompanied the Government servant if he/she arrives at the Hill Station two months before or one month after the Government servant's arrival.

NOTE(2) Members of the family of the Government servant moving to the Hill Station who are entitled to draw Travelling Allowance under this chapter will do so only on the first move to the hill station and the final move down beyond these two journeys they will not be entitled to any travelling allowance.

NOTE(4) In case the Government servant's children are at school or college of which the terms begins or ends more than two months before or one month after the Government servant moves to the Hill Station, the limit of two months or of one month as the case may be, may on the production of the following certificate be exceeded to cover the date of beginning or end of the term and for the examination which may fall immediately or very soon after the conclusion of the term. The certificate shall be recorded by the officer himself if he is gazetted officer and in any other case by the controlling Officer.

CERTIFICATE.

I certify thatson/daughter of is a student in
School/College which close on and reopens on

2. The last date of his/her examination at the close of the term is/was

Signature.....

Date....

Drawing/Controlling Office

NOTE(4) The claim for traveling allowance on account of the members of the family should be supported by a certificate signed by the officer himself and in other cases countersigned by the Controlling Officer stating:-

- (a) the number and age of the members of the family and their relationship, with the Government servant;
- (b) that they are wholly depended and residing with him, and
- (c) that they accompanied the Government servant (within the meaning of this rule read with Note (2) to the Hill station and for on his final return therefrom.

6.3 If a Government servant to whom the rules in this chapter apply for any reason does not pay for any of his traveling expenses such as fare, cost of conveyance or baggage or personal attendants etc: the amount of the travelling allowance admissible to him under these rules should be reduced to the extent to the expenses which he would otherwise have incurred on such journey.

6.4 If a Government servant in a case other than provided in the foregoing rule or any member of his family for whom travelling allowance is admissible under this chapter, proceeds to the Hill Station or returns from a Hill Station to the Headquarter, as the case may be, by a route other than the normal route, he may draw travelling allowance for such journey limited to that normally admissible to him.

6.5 If a Government servant to whom the rules in this chapter apply while at the Hill Station obtain leave on medical certificate and is obliged to travel to Headquarters for such treatment, he may draw his actual travelling expenses to Headquarter and back, limited to what is absolutely necessary, and not exceeding in any case the amount admissible under these rules for the normal journey.

(Section-II)**HILL STATION (DISTURBANCE) ALLOWANCE**

- 6.6 A Government servant to whom the rule in this Chapter apply shall be entitled to the following Hill Station Allowance for the period of his residence at the Hill Station and for the Joining time allowed for the moving to and from the Hill Station:-
- i) Government servants in BPS-1 and 2. Rs.100/-p.m
 - ii) Other Government servants Rs. 150/-p.m.

NOTE: (1) The grant of allowance under this chapter will be so adjusted that the total of allowance and pay should not exceed Rs. 2000/- per *mensem* in any case.

NOTE: (2) A Government servant in receipt of house rent allowance at the headquarters shall continue to draw that allowance in addition to the Hill Station (Disturbance) Allowance during his stay at the hill station, provided he certified that he had to undertake the payments of the rent for the house at headquarters which remained unoccupied or some members of his family or persons wholly dependent on him, stayed at headquarters for the period for which the house rent allowance is claimed.

- 6.7 The allowance admissible under rule 6.6 may be drawn for the whole period of residence at the Hill Station and for the joining time allowed for moving to or from the Hill Station. The allowance during joining time will, however, be admissible for a maximum period of four days in each case. For special reasons of public convenience to be certified by the Controlling Officer, the allowance may be drawn for not more than ten days prior and ten days subsequent to the above dates.
- 6.7 A Government servant on leave on medical certificate at hill station may, if no extra expense (other than the medical facilities provided under the Medical Attendance Rules) is caused to Government, draw the Hill Station (Disturbance) allowance in full during such leave.

(Annexure "A")
(Rule 2.12)

Designation of the post	Rate of fixed T.A/ Permanent T.A. (in lieu of normal T.A)
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AGRICULTURE ENGINEERING DEPARTMENT

Tractor/Dozer Cleaners, M.T. Cleaners and M.T. Helpers	B-1-2	Rs. 50.00 p.m.
Fitter, Mechanics, Electrician and Dozer Drivers.	B-5-7	Rs.100.00 p.m.
Freight Operator.	B-8-10	Rs.140.00 p.m.

REVENUE DEPARTMENT

Naib Tehsildar.		Rs. 100.00 p.m.
Kanungo.		Rs. 45.00 p.m.
Patwari.		Rs. 20.00 p.m.

COMMUNICATION & WORKS DEPARTMENT

Cleaner, Helper & Badrigas.	B-1-2	Rs. 50.00 p.m.
Operator, Fitter, Welder, Mason, Plumber, Work Mistry, Work Munshi, Road Inspector and Supervisor.	B-5-7	Rs.100.00 p.m.
Work Superintendent.	B-8-10	Rs. 140.00 p.m.

IRRIGATION & POWER DEPARTMENT

Coolly, Cleaner and Dak Runner.	Post B-1-2	Rs. 50.00 p.m.
Field Drivers, Electric Generator Operator.	B-4	Rs. 70.00 p.m.
Driller, Assistant Driller, Supervisor, Welder, Mechanic, Electrician, Air Compressor and Fitter.	B-5-8-10	Rs. 140.00 p.m.

LIVESTOCK DEPARTMENT.

Stock Assistant, Veterinary B-5-7
Compounder and Artificial Inseminator

Rs.140.00 p.m.

No.FDR)II-23/85 Dated Quetta, the 1st July, 1986.

Subject:- **AIR TRAVEL TO FOREIGN COUNTRIES-STREAMLINING OF PROCEDURE**

Certain irregularities in the use of First Class, Business Class and the Economy Class air tickets for travel abroad by Government servants have been reported. Some of these irregularities could be as follows:

- i. Avoidance of travel by PIA, resulting in loss of foreign exchange, and loss of business to the national airline.
- ii. Conversion of First Class ticket into more than one economy tickets
- iii. Conversion of economy or fully paid business/economy tickets to include unofficial visits by foreign airlines.
- iv. Preparation of itineraries to exclude possibilities of travel by the PIA on part or whole of a route.
- v. Avoidance to attach used tickets with the T.A. Bills
- vi. Non-compliance with the instructions regarding supply of duplicate copy of 'A' Form to the PIA.

2. With a view to streamlining the existing procedure and to bring about economy in expenditure, it has been decided as follows:-

- i. The cost of air tickets for travel to other countries should be drawn as advance by the Department, who should purchase the tickets. The payment to PIA should be made through cheque issued by the Accountant General Balochistan. The cheque should be accompanied by 'A' Form duly completed.
- ii. In case where a person has been allowed by Finance Department to travel by an airline other than PIA or the services of a travel agent are unavoidable, cheque should
- iii. The advance for travel abroad in connection with training at the Pakistan Administrative Staff College, National Defence College, National College, National Institute of Public Administration or others may be drawn and paid to the head of the institution, who should arrange to purchase the air tickets in accordance with the procedure laid down in this letter.
- iv. The PIA will make the air tickets non-transfer-able by and non-refundable to a passenger. In case of change in the journey, the refund will be made to the Department.
- v. In case of a person entitled to travel by economy class, if the period of stay abroad permits, and a facility to a destination is available, only excursion tickets, by whatever name called, should be purchased.
- vi. Used tickets should be attached to the adjustment T.A. bill by controlling officer of the office.

3. The above procedure will be applicable to government servants including employees of autonomous and semi-autonomous bodies and persons traveling to foreign countries at public expense.
4. Deviations from the above procedure will require prior approval of the Finance Department.

NO.FD (R) II-23/86-6151-6250 Dated Quetta the 30th November, 1986.

NOTIFICATION.

Government of Balochistan has decided to amend the Balochistan Traveling Allowance Rules, 1986 to the following extent: 2 Rule 2.28, 3.7 '(b) and 3.15 of the above referred rule may be amended as under:-

2.28 MILEAGE ALLOWANCE FOR JOURNEY BY ROAD For journeys by road mileage allowance is at the following rates according modes of travel (public transport paying for hire on single seat basis:-

<u>MODE OF TRAVEL</u>	<u>RATE PER KILOMETERS</u>
Personal Car or by engaging a full Taxi	Rs.2.00
Borrowed Car.	Rs.0.95
Motor Cycle or Scooter	Rs.0.65
Bicycle, animal back or foot	Rs. 0.50

Public Transport plying for hire on single seat basis

(i) For Government Servants in BPS-7 and above	Rs.0.32
(ii) For Government servants in BPS-6 and below:-	Rs.0.20

3.7 (b) TRANSFER GRANT. The transfer grant will be admissible at the following rates:-

- i. A Government servant possessing a family when transferred within a district, shall be granted half month's pay, subject to maximum Rs1500/-
- ii. A Government servant possessing, no family when transferred within a district, shall be granted half month's pay, subject to maximum Rs.1000/-
- iii. A Government servant possessing family when transferred out of the district shall be

- granted one month's subject to maximum Rs.4000/-
- iv. A Government servant possessing no family when transferred out of district shall be granted half month's pay, subject to maximums Rs.2000/-
 - v. A Government servant transferred on the same station will not be allowed any transfer grant.

3.15. When a Government servant transports his motor car or a motor cycle and carriage etc: by' road between stations connected 1)y rail or steamer or l partly by rail and. partly by steamer, he may draw an allowance at paisa sixty (-/60). Per kilometer in respect of a motor car and paisa twenty (/20) per kilometer in respect a motor cycle or scooter.

3. These amendments shall take effect from 1st July, 1987.

NO.FD(R) II-23/87/1635-1735 dated Quetta the 9th July, 1987.

ORDER.

The Government of Balochistan has decided to amend the rule 2.35 (i) of the Balochistan Traveling Allowance Rules 1986 as under:-

2.35 (i) RATES OF DAILY ALLOWANCE:- The rates of Daily Allowance shall be as follows:

	PAY LIMIT	SPECIAL DAILY	ORDINARY DAILY
(i)	Rs. 5000/- and above per month	Rs.150/-	Rs.130/-
(ii)	From Rs.4000/- to Rs.4999/- per month	130/-	110/-
(iii)	From Rs.2700/- to Rs.3999/- per month	110/-	Rs.95/-
(iv)	From Rs.1300/- to Rs.2699/- per month	Rs.70/-	Rs.60/-
(v)	From Rs.700/- to Rs.1299/- per month	Rs.60/-	Rs.50/-
(vi)	Upto Rs.699/- per month.	40/-	Rs.30/-

NO.FD(R) II-23/87 Dated Quetta the 14th July, 1987.

Subject:- **TRAVELING ALLOWANCE FOR JOURNEY ON TRANSFER.**

Reference rule 3.1 of the Balochistan Traveling allowance Rules, 1986, on the subject cited above and to say that transfer T.A. is only admissible when ordered in the interest of Public Service.

2. It has, however come to the notice of this department that such employees who manage their transfer to the station of their choice directly or indirectly are also drawing such benefit which is against the spirit of the rules.

3. It is therefore, requested that in all such cases of transfer managed by the government servants, it should be specifically mentioned in their transfer orders, that employee will not claim any Transfer Traveling allowance.

No.FD (R) II-23/90/1251-1350 Dated Quetta the 6th March, 1991.

ORDER

In continuation of this Department's Order No. Fd (R) III-35/83 Lab: 462-84 dated 22.6.1982, it has been decided to include the following posts of Irrigation & Power Department for the purpose of grant of fixed Traveling Allowance instead of open T.A. with immediate effect:-

1. Beldar	2. Weldar Mate
3. Mate	4. Work Munshi
5. Meson	6. Helper
7. Darogha	8. Regulator Jamadar
9. Gauge Reader	10. Patroller.
11. Abdar	12. Inspector of Works
13. Mistri	14. Field Assistant
15. Carpenter	16. Black Smith
17. Work Mistri	18. Mali
19. Plumber	20. Plumber Grade-II

The rates of fixed traveling allowance will be as under:-

1. BPS (1-2)	Rs.50/- p.m.
2. BPS (4)	Rs.70/- p.m.
3. BPS (5-7)	Rs.100/- p.m.
4. BPS (8-10)	Rs.140/-p.m.

NO.FD (R) III-60/92 Lab: Dated Quetta the 21st July, 1991

ORDER

The Government of Balochistan is pleased to allow a consolidated Traveling Allowance of Rs.800/-p.m (Eight hundred only) to all drivers working in the attached Departments and subordinate offices in lieu of fixed/open Traveling Allowance and any other Traveling charges, with immediate effect.

2. The Cleaners attached to such drivers will also draw a sum of Rs.500/- (five hundred) in lieu of Fixed/open Traveling allowance and other Traveling charges.

NO.FD RII-23/91/ Dated Quetta the 18th November. 1991

ORDER.

In continuation of this Department's letter of even number dated 18th November, 1991 it is further clarified that fixed/consolidated T.A. of Rs.800/- (Eight Hundred only) and Rs.500/- (Five Hundred only) is not admissible to Drivers and Cleaners of attached Departments and subordinate offices during period of their earned leave. This T.A. is only admissible during duty hours.

NO.FD (R) II-23/92-93 Dated Quetta the 21st September. 1993

Subject:- **ADMISSIBILITY OF DAILY ALLOWANCE TO THE GOVERNMENT SERVANTS DURING TRAINING WITHIN THE COUNTRY.**

A question regarding admissibility of daily allowance to a Government servant deputed to undergo a course of training within the country has been examined in the Finance Department. It has now been decided that under Rule 4.6 of the Balochistan Traveling allowance Rules, 1986 such person shall be entitled to Daily Allowance at tour rates as follows:-

- a) daily allowance upto 30 days to the employees in BPS-16 and above; and
- b) Daily allowance for entire period to the employees in BPS 1-15 whose pay or allowance have not been increased to meet the expense of training.

3. Hotel charges will not be admissible to the trainees.

NO.FD (R) II-2396/Vol:X/ Dated Quetta the 21st June. 1995

TRAVEL ON OFFICIAL DUTY

References have been received in this Department enquiring whether officers in B-20 and 21 are entitled to "Business Class" air ticket to travel on official duty abroad.

2. It is clarified that as per existing rules, Officers in B-20 and 21 are entitled to "Economy Class" while traveling by air on official duty aboard.

NO.FD (R) II-23/95/Vol-X/ Dated Quetta the 30th June, 1996

NOTIFICATION

In partial modification of this Department's Circular NO.FD (R)II-23/95/Vol:X/447 -613, dated 21st June, 1995, and Rule 4.6 of the Balochistan Traveling Allowance Rules, 1986, the competent authority is pleased to allow "Boarding Expense" at the rate twice the Daily Allowance per day to the officers/officials undergoing training subject to the condition that no boarding hostel/ official accommodation is available with the Institution concerned arranging such training and production of certificate to this effect by the said Institution. This facility not be allowed to the trainee officers officials where official accommodation/boarding hostel is available.

NO.FD (R-II) II-23/2002 Dated Quetta the 15th August, 2002

NOTIFICATION.

Consequent upon the introduction of Basic pay Scale 2001, the Government of Balochistan, Finance Department in supersession of its circular letter No.FD (R) II-23/95. Vol-X/957-1155 dated 25th November, 1995, is pleased to amend rule 2.13 and 2.21 of the Balochistan Traveling Allowance Rules, 1986 as under with immediate effect.

S.NO.	Category of Govt. Servant	Grade	Class of Accommodation
1.	Category-I	B-17 and above	<u>Railway</u> Accommodation of highest class by what-ever name it called

Air.
Economy Class

- | | | | |
|----|--------------|--------------|---|
| 2. | Category-II | B-11 to B-16 | <u>Railway</u>
First class (Sleeper) accommodation. If traveling on a line which does not provide first class (sleeper) the next lower class
<u>Railway</u> |
| 3. | Category-III | B-3 to B-10 | First class (Sitter) accommodation. If traveling in a line which does not provides first class (sitter) the next lower class.
<u>Railway</u> |
| 4. | Category-IV | B-1 to B-2 | Lowest class by what ever name be it called. |

Only Civil Servants in BPS-17 and above shall be eligible for travel by Air.

NO.FD(R-II) II-23/2002/ Dated Quetta the 21st September, 2002

Subject:- **SANCTION OF T.T.A. ADVANCE**

No. T.T.A advance may be sanctioned/ allowed to any Officer/Official on transfer from one District to another District or provincial Departments. The officers/Officials should draw their T.T.A from the station of their posting.

NO.FD (R-II) – 11-23/2003/ Dated Quetta the 18th January, 2003

NOTIFICATION.

Consequent upon the introduction of Basic Pay Scale, 2005 the Government of Balochistan, Finance Department in supersession of its circular letter NO.FD (R-II) 11-23/2002/ dated 21st September, 2002, pleased to amend rule 2.13 and 2.21 of the Balochistan Traveling Allowance Rules 1986, as under with immediate effect.

S.NO.	Category of Govt. Servant	Grade	Class of Accommodation
1.	Category-I	Civil Servants in B-17 and above	Air conditioned class or accommodation of the highest class available on the route

2.	Category-II	Civil Servant in B-14 to B-16	AC lower (special), If traveling on a line which does not provide A.C lower (Special) the next lower class.
3.	Category-III	Civil Servant in B-11 to B-13	A.C. Lower (ordinary). If traveling on line which does not provide A.C lower (Ordinary) the next lower class
4.	Category-IV	Civil Servants in B-1 to B-10	AC Lower (ordinary). If traveling on line which does not provide A/C lower called.

Only Civil Servants in BPS-17 and above shall be eligible for travel by Air.

NO.FD (R-II) 11-23/2005 Dated Quetta the 26th September, 2005

Subject:- **REVISION OF RATES OF TRAVELING ALLOWANCE ON OFFICIAL DUTY WITHIN THE COUNTRY.**

A copy of the O.M. NO.F-1 (2) –Reg: 10/2005 dated 10-9-05 issued by the Government of Pakistan Finance Division is reproduced below for information:-

“The president has been pleased to sanction inter-alia revision of Traveling Allowances admissible to Government Officers/Officials, while being on official duty, within the country. These revised rates were circulated vide Finance Division’s O.M. NO.F-1 (1) Impl/2005, dated 1-7-2005 and are effective since then, However, the same revised rates are circulated separately as hereunder for the purpose of easy and quick referencing please”

1-TRANSPORTATION/MILEAGE ALLOWANCE

<u>Transportation</u>	<u>Existing</u>	<u>Revised</u>
i) Motor Car	Rs.1.20/- per k.m.	Rs. 2/- per k.m.
ii) Motor Cycle/Scooter	Rs.0.40/- per k.m.	Rs.1/- per k.m.
<u>Mileage Allowance</u>		
i) Personal Car/Taxi	Rs. 3/- per k.m.	Rs.5/- per k.m.
ii) Motor Cycle/Scooter	Rs. 1/- per k.m.	Rs.2/- per k.m.
iii) Bicycle/Animal back/foot	0.75 per k.m.	Rs.1/- per k.m.
iv) Public Transport	Rs.0.30 per k.m. PBS-6 and below). Rs.0.50 per k.m. BPS-7 and above	Rs. 1/- per k.m. Rs. 1/- per k.m.
Travel by Air	Govt. Servants in BPS-17 and those in receipt of pay of Rs.54000 and above	Govt. Servants in BPS-17 and above
Carriage of Personal effects on Transfer/Retirement	Paisa 0.148 per k.m. per k.g. 9or 2.96 paisa per k.m. per unit of 20Kgs	Rs. 008 per k.m. pr kg/-

1-Transfer Grant

<u>(i) Employees having a family</u>	<u>One months, pay</u>
<u>(ii) Employees not having a family</u>	<u>Half month's pay</u>

Note (i) Transfer TA is admissible where change of residence is involved in consequence of change of headquarters.

(ii) Transfer grant is admissible only where breaking-up of the house hold establishment at the old station and setting up of the house hold establishment at new station takes place, and a certificate to this effect is recorded on the Transfer TA bill by the Government Servant concerned duly countersigned by the controlling officer.

2. All previous instruction of the Finance Division on the above subject stand modified/amended to the extent of this O.M.

NO. FD (R-II) 11-23/2005/1768-1968 Dated 6th December, 2005

NOTIFICATION.

In exercise of the powers conferred by Section-25 of Balochistan Civil Servants Act, 1974 (IX of 1974) Government of Balochistan is pleased to add the following provisos in Sub-rule (ii) and (iii) of Rule 2.35 and Rule 4.6 of Balochistan Travelling Allowance Rules, 1986, namely:-

Rule 2.35

- (ii) "Provided that such a Government servants shall not be required to produce receipts for claiming actual room rent charges for stay in a Hotel/Motel".
- (iii) "Provided that such a Government servants shall not be required to produce receipts for claiming actual room rent charges for staying in Hotel/Motel".

Rule 4.6

"Provided that such a Government servants shall not be required to produce receipts for claiming "Boarding expenses" as prescribed for stay in a Hotel/Motel during a course of training".

No.FD (Reg-II)II-23/07/Dated Quetta, the 12th May, 2007

NOTIFICATION.

In exercise of the powers conferred by Section-25 of the Balochistan Civil Servants Act, 1974 (IX of 1974), the Government of Balochistan is pleased to substitute Note (1) of Rule 2.35 of the Balochistan Travelling Allowance Rule, 1986, namely:-

Note.1. The specified stations where special rate of Daily Allowance shall be admissible are Islamabad, Karachi, Lahore, Peshawar, Rawalpindi, Quetta, Hyderabad, Sukkur, Bahawalpur, Multan, Sargodha, Sialkot, Gujranwala, Faisalabad, Northern Areas, Muzaffarabad and Mirpur Khas AJ&K.

No.FD (Reg-II)II-23/07/2571-2770/ Dated Quetta, the 30th June, 2007

SECTION-4

**TREASURY RULES
(FEDERAL TREASURY RULES)
(895 - 896)**

NOTIFICATION

In exercise of the powers conferred by Article 124 of the Interim Constitution of the Islamic Republic of Pakistan, the Governor of Balochistan is pleased to direct that the following amendment shall be made in the Treasury Rules of the Central Government (Volume 1), in their application to the Provincial Consolidated Fund and Government Servants under his rule-making control, namely:

Amendment

Rule 217 of the Treasury Rules of the Central Government (Volume I), shall be substituted by the following new Rule 217, namely :

"217. Bills for monthly pay and fixed allowances of Government Servants may be signed at any time during the last working week of the month by the labour of which pay and allowances are earned and shall be due for payment on the last working day of the same month".

Note- . Pay and establishment bills of the Secretariat and other offices of the Provincial Government may be signed presented six days before the last working day of the month to which they relate. Bills of such offices, while at Quetta, and of the offices establishment permanently stationed at Quetta, may be signed and presented eight days before the last working day of the month.

Note-2. Pay and establishment bills payable at Provincial Headquarters, which require to be presented to the local Accountant General Comptroller and those payable at District Treasuries may be signed and presented for payment four and three days respectively before the last working day of the month to which they relate.

No. FD (R) VI-9:70 Dated Quetta the 13th December, 1972.

ORDER.

In relaxation of note below Rule 219 (i) of the Central Treasury Rules Vol-I, sanction is hereby accorded to the draw of Pay for the month of October, 1973 in respect of

Non-gazetted Muslim Government servants throughout the Province drawing basic pay upto Rs.630/- p.m. on the eve of ensuring Eid-ul-Fiter on the 24th and 25th October, 1973. Similarly all Non-gazetted Pensioners of the Provincial Government can also draw full pensions in advance.

2. The pay for the month of October, 1973 may be disbursed to all Non-gazetted Muslim Government servants drawing pay upto Rs.630/- p.m. before Eid on 24th and 25th October, 1973.

NO.FD(R) VI-9/70 Dated Quetta the 18th October, 1973.

NOTIFICATION.

The Governor of Balochistan is pleased to suspend the operation of Rule 25 of the Central Treasury Rules Vol:I with immediate effect end until further orders. The Collectors of Treasuries will not in future issue orders for charging of the expenditure incurred in previous years to the budget allocation of the subsequent financial years. Such cases should invariably be referred to the Government of Balochistan, Finance Department for obtaining necessary relaxation of the rules.

NO.FD(R) VIII-2/76. Dated Quetta, the 27th November, 1976.

NOTIFICATION

The Governor of Balochistan is pleased to substitute rule 66 of the Treasury Rules of 66 of the Treasury Rules of the Federal Government, 1947, namely :-

"66. (1) The monthly accounts of the district treasury should be closed without fail by the 4th of the following month and rendered to the Audit Office. Every endeavour shall be made to close the June accounts at the earliest possible date and, in any case, not later than the 8th of July for rendering to the Audit Office.

(2) The date for the formal closing of accounts of the several sub treasuries in Balochistan for each month shall be the last working day of every month. The accounts of sub-

treasuries must reach the respective district treasuries within three days for inclusion in the account of the district treasury"

No.FD (R) VI-9/86- Dated Quetta the 11th June, 1986

Subject:- **AMENDMENT IN THE FEDERAL TREASURY RULES.**

Under the existing rules the validity of Pre-audit, PWD and PLA Cheques is for three months after the month of issue. Such Cheques are drawn during the first quarter of the following financial year causing serious fall-out effect in the cash balance position of the Government. It also adversely affects ways and means position of the Province. As a remedial measure, the Government of Balochistan has decided that validity of such Cheques shall be for three months or upto 30th June whichever is earlier.

Necessary amendment in the relevant rules will be made in due course.

NO.FD (R-I) VI-39/98 Dated Quetta the 23rd February, 1998.

Subject:- **AMENDMENT IN THE FEDERAL TREASURY RULES.**

Attention is invited to para 19 of West Pakistan (Dissolution) Order, 1970, under which it has clearly been indicated that the Governor of Province concerned is competent to make amendment in the Federal Treasury Rules, Attention is also invited to Notification dated 13-12-1972 issued by Finance Department amending the provision of rule 217 of Federal Treasury Rules Therefore, the proposed draft Notification with regard to amendment in the Federal Treasury Rules may be vetted.

NO.FD (R-I) VI-39/98 Dated Quetta the 4th May, 1998.

NOTIFICATION

In exercise of the powers conferred by Article 119 of the Constitution of the Islamic Republic of 1973, the Governor of & Balochistan is pleased to further amend the

Treasury Rules of the Federal Government Vol:I namely:

in rule 162 after the words" month of issue" the word" or 30th June of the financial year in which they are issued, whichever is earlier', shall be added.

NO.FD (R-I) VI-39/98 Dated Quetta the 26th May, 1998

Subject:- **AMENDMENT IN THE FEDERAL TREASURY RULES**

The Government of Balochistan has not framed / issued its own Treasury Rules / Financial Rules so far and has adopted the Federal Government's Rules. As such under para-29 of West Pakistan (Dissolution) Order 1970, it has clearly been indicated that the Governor of the Province concerned is competent to make amendment in the Federal Treasury Rules. In the past such amendments have also been made in the said rules.

NO.FD (R-I) VI-39/98 Dated Quetta the 15th July, 1998

Subject:- **VALIDITY OF CHEQUES UPTO 30TH JUNE**

Reference this department's Notification No.FD(R-I) VI-39/98/565-684 dated 26th May, 1998 wherein Rule 162 of the Treasury Rules of the Federal Government has been amended as under:

"162 -cheques shall be payable at anytime within three months after the month of issue or 30th June of the financial year in which they are issued, whichever is earlier"

2. The above rule was blatantly violated as neither the departments submitted their claims / bills nor the A.G office issued cheques in time. Resultantly countless cases were received in the Finance Department seeking relaxation of the said rule to enable them to get revised cheques issued from the AG office in lieu of the existing ones. Thus this state of affairs caused great inconvenience to the Finance Department while giving relaxation to this effect

3. Therefore, in view of messy situation faced during the last year, all the departments are advised to adhere to the above quoted rules strictly by submitting their claims/bills for issuance of cheques and encashment thereof well in time i.e. upto before 30th June, 1999 positively. No case for the relaxation of this provision i.e. revalidity of cheques shall be entertained in the Finance Department.

NO.FD (R-I) VI-39/99 Dated Quetta the 10th June, 1999

Subject:- **LATE PAYMENT OF SALARIES.**

Attention is invited to this department's Notification NO.FD (R) VI-9/70 dated 13th December, 1972 wherein provision of rule 217 of Treasury Rules of the Federal Government stands amended as under:-

"217. Bills for monthly pay and fixed allowances of Government servants may be signed at any time during the last working week of the month by the labour of which pay and allowances are earned and shall be due for payment on 'the last working day of the same month'"

2. It is therefore, requested to please adhere to the instruction accordingly.

NO.FD (R-I) VI-39/99 Dated Quetta the 3rd August, 1999

NOTIFICATION

In exercise of the power conferred by Provisional Constitution Order, 1999 (1 of 1999), the, Governor of Balochistan is pleased to substitute rule 162 of the Treasury Rules of the Federal Government, Vol: 1, namely:

"162. Cheques shall be payable at any time within two months after the month of issue or 30th June of the financial year in which they are issued, whichever is earlier".

NO.FD (R-1) VI-39/2001 Dated Quetta the 7th June, 2001

Subject:- **AMENDMENT IN FTR-217**

Under Article 119 of the constitution of Islamic Republic of Pakistan, the custody of the Provincial Consolidated Fund, the payment of moneys into that Fund, the withdrawal of moneys therefore, the custody of other moneys received by or on behalf of the Provincial Government, their payment into, and withdrawal from, the Public "Account of the Province, and all matters concerned with or ancillary to the matter aforesaid, shall be regulated by Act of the Provincial Assembly or, until provision in that behalf is so made, by rules made by the Governor.

2. Federal Treasury Rules were of course, approved by the Governor General of India under Section 151 of the Government of India Act 1935 and were adopted by Pakistan under (Provisional Constitution Order 1947). The relevant provision of the Constitution mentioned above gives the authority to amend these Treasury Rules for the purposes of provincial revenues to the Governor. Hence the amendment in the Treasury Rules adopted by each province under Article 119 of the Constitution is legal and valid.

NO.FD (R-I) VI-39/2000 Dated Quetta the 24th May, 2003

CHAPTER-VI

SECTION-1

UP-GRADATION OF POSTS

(903 - 904)

NOTIFICATION

The Governor of Balochistan is pleased to upgrade 40 % posts of the cadre of grade-17 Doctors (M.B.B.S/B.D.S.) to that of grade-18 with effect from 1st May, 1977 on the following conditions:-

1. No doctor will be promoted against grade 18 posts unless he has completed five year Class-I (grade-17) service.
2. 40% posts so upgraded to grade-18 will be considered as abolished in grade-17.

NO.FD(R) III-40/77 Dated Quetta the 12th July, 1977.

NOTIFICATION.

The Government of Balochistan is pleased to accord sanction to the up gradation of fifty percent (50%) of the cadre strength posts of Excise and Taxation Officers from grade-16 (525-40-825/50-1325-60-1625) to grade-17 (900-50-1150/60-1750-100-2250) with immediate effect.

No. FD(R) VII-10/82 Dated Quetta the 13th September, 1982.

Subject:- **RELAXATION OF CONDITION OF M.Sc (AGRICULTURE), FOR PROMOTION TO POSTS IN GRADE-17 AND ABOVE.**

That w.e.f 1.5.1977 the post of Agriculture Officer were up-graded/ redesignated as Agriculture Officer from NPS-16 to NPS-17 with the minimum qualifications as M.Sc. (Agriculture). Those who are B.Sc (Agriculture) and appointed after 1.5.1977 and getting BPS 16 are not eligible for further promotion unless they obtain the degree of M.Sc (Agriculture.)

NO.FD(R) VII-10/86 Dated Quetta the 17th March, 1986.

Subject:- **COMPETENCY TO CREATE/UPGRADE VARIOUS POSTS.**

Local Government Department is Finance Department for the funds created/collected by Local Councils whereas Funds allowed to Local Government Department through Government Budget the Government is Finance Department.

NO.FD(R) III-37/72. Dated Quetta, the 17th September, 1988.

Subject:- **UP-GRADATION OF POSTS.**

The advice tendered under this department's letter No. FD (R) III-37/724284., dated 17-09-1988 does not authorize the Administrative Department to act as Finance Department for the regular posts maintained in Local Council/Municipal Committees as these are not done so out of resource of Local Councils/Municipal committees which is a prerequisite for exercising powers of Finance Department as per aforementioned advice.

NO. FD (R) III-37/88-4389 Dated Quetta, the 5th October, 1988.

Subject:- **UP-GRADATION OF THE POST OF ADMINISTRATIVE OFFICER, ACCOUNT OFFICER, ASSISTANT ACCOUNT OFFICER, AUDIT OFFICER, SCHOLARSHIP OFFICER.**

Refer to this Department's letter No.FD (R) VI 18/82LD, dated 6th December, 1988, under which Administrative Officers, Account Officer Assistant Account Officers, Audit Officers, Scholarship Officers and Budget Officers have been allowed selection grade (B-17) @ 33% of their combined strength alongwith the Superintendents as per seniority.

2. It has now been decided that if any Junior Official in the combined seniority list has been allowed selection grade (B-17) as a result of implementation of any earlier orders, the seniors of such officials may be allowed (B-17) as personal to them, if any, However prior concurrence of the Finance Department may be obtained in the matter before processing of their cases as per law.

NO FD (R) VI-18/89/1518-1618 Dated Quetta, the 8th April, 1989.

ORDER

The Government of Balochistan is pleased to accord sanction the up-gradation of the posts of D.P.E^s in Degree Colleges form B-16 to B-17 with immediate effect.

The expenditure on this account if any will be charged to the Head 6-40000- Social Services 6-41000- Education and Detailed Function 6-41200- Colleges for the year 1989-90.

NO. 2-14/89-Edn. So (Budget) Dated Quetta, the 18th December, 1989

Subject:- **GRANT OF B-17 TO MLS QUALIFIED**

That B-17 as personal has been allowed to the Librarians (MLS) and as per requirements of Pay Revision Rules, this Department has no intention to upgrade the posts (s) and that wherever a plain graduate Librarian replaces a MLS he will claim only B-16 against the paid cost.

2. It may further be certified that it is not a novel arrangement. In all cases of move over and several cases of promotion (including this category) the holders of posts are allowed higher pay scales, as personal to them. Even some Administrative Secretaries were allowed B-21 against technical posts though all posts of Secretaries carry B-20.

NO.FD(R) III-25/90 Dated Quetta the 27th June, 1990.

NOTIFICATION.

The Government of Balochistan has decided to re-designate/upgrade the following posts consequent upon the declaring of Helper Eye Hospital as Helpers Post Graduate Institute of Ophthalmology:-

1.The post of Medical Superintendent (B-19) is to be re-designated/up-graded as Dean (B-20) Helpers Post-Graduate Institute of Ophthalmology.

2. The post of Senior Registrar (B-18) Ophthalmology, Bolan Medical College is to be re-designated as Assistant Professor, Ophthalmology, Bolan Medical College, Quetta.

NO.FD (R)VII-10/90 Dated 29th December, 1990

Subject:- **REQUEST FOR UP-GRADATION OF THE POST OF PLANT SUPERINTENDENT FROM BPS-9 TO BPS-11 ALLOWING BPS-11 AS PERSONAL**

The Move-over is treated as personal pay scale and since the individual is in B-11 and can avail further Move-over to B-12 in due course, he will not be benefited by up-gradation of the post, as premature increment is not admissible by way of up-gradation of a post to the scale held by the individual.

NO.FD (R)III-41/91 Dated 23rd December, 1991

Subject:- **UP-GRADATION OF POSTS OF LIBRARIANS FROM GRADE-16 TO GRADE-17**

The Finance Department is already allowing BPS-17 to the Librarians of Colleges on the basis of higher qualification i.e. M.L.S. However, provision for the promotion of Librarian (BPS-16) as Librarian in B-17 @ 50% already exists under the Service Rules of Education Department. Administrative Department may examine and see that either BPS 17 be allowed on the basis of personal qualification or they may follow the Service Rules strictly. Administrative Department may prepare complete/exhaustive case and submit to the Finance Department for further action.

NO.FD (R) II-25/92 Dated Quetta the 7th January, 1992.

Subject:- **UP-GRADATION OF THE POST OF PERSONAL ASSISTANTS TO THE JUDGES OF BALOCHISTAN HIGH COURT.**

The Finance Department agrees to the re-designation of the post of Personal Assistants to the Judges of the Balochistan High Court to that of Private Secretaries to the

Judges and to upgrade the same from BPS-16 to ABPS-17 with effect from 1.7.1983, but without of payment arrears due to retrospective up gradation of the post prior to 18.3.1986.

NO.FD(R) VII-10/92/Court Dated the 8th October, 1992

ORDER

The Government of Balochistan is pleased to accord sanction to the up-gradation of the posts of Librarian in all the Degree Colleges from B-16 to B-17 with immediate effect.

No.2-14/93-Edn S.O. (Budget) Dated Quetta the 15th December, 1993

Subject:- **UP-GRADATION – REORGANIZATION**

Up-gradation of the posts is the subject matter of the Finance Department and this department has imposed a ban on the up gradation vide circular letter FD(R) VII-10/1992/2528-2620 dated 11th August, 1992 read with FD (R)VI-2/91EM dated 8th October, 1992. Moreover, under the Rules of Business it is the function of the Finance Department to examine and advise in all the matters which affect directly or indirectly the finances of the Province. In other Provinces too the cases of up gradation of posts are being dealt with by their finance Department. However, cases of up-gradation where change of nomenclature or re-organization is involved which subsequently requires/needs an amendment in the relevant Service Rules, the departments are required to route such proposals to the Finance Department through the S&GAD.

NO.FD(R) VII-10/93 Dated Quetta the 15th December, 1983

Subject:- **UP-GRADATION/SELECTION GRADE TO THE POSTS OF ADMINISTRATIVE OFFICER/BUDGET AND ACCOUNTS OFFICER/ASSISTANT ACCOUNTS OFFICER, IN SINDH GOVERNMENT.**

This Government has allowed selection grade to the Superintendents, Accounts Officers, Assistant Accounts Officer, Budget Officer, Administrative Officer etc: on the basis of combined seniority. The posts of Administrative Officer has however been allowed B-17 as personal to the incumbents.

NO.FD (R) VII-10/94 Dated Quetta the 5th January, 1994

Subject:- **GRANT OF BPS-17 ON ACQUIRING MASTER'S DEGREE IN LIBRARY SCIENCE.**

That from the date the posts of Librarian in the Degree Colleges have been upgraded from B-16 to B-17, the question of allowing B-17 on the basis of higher qualification does not arise.

NO.FD (R) III-25/95 Dated Quetta the 2nd April, 1995

Subject:- **UP-GRADATION OF THE POSTS OF P.R.O. AND PROTOCOL OFFICER TO DEPUTY SPEAKER FROM B-17 TO B-18 AND FROM B-16 TO B-17 RESPECTIVELY.**

It is apparent that Provincial Assembly Secretariat in the past has taken its own decision for upgrading/down-grading the post. In the case of P.R.O to Deputy Speaker and Protocol Officer to Deputy Speaker, the Provincial Assembly may also take a decision at their own accord.

NO.FD (R) VII-10/95 Dated Quetta the 7th November, 1995

Subject:- **POSTS OF STENOGRAPHER.**

Under the Pay scales of 1983 the posts of Steno-typist/Junior Scale Stenographer Grade-II and Junior Scale Stenographer Grade-I (BPS-8/10) have been upgraded to B-12 and redesignated as Stenographer. Similarly the post of Senior Scale Stenographer (B-12) were also upgraded to B-15. It is apparent that w.e.f. 1.7.1983 the following two categories of Stenos exist:-

- 1) Stenographer B-12
- 2) Senior Scale Stenographer (B-15)

2. It has however, been observed that in the Budget the designations of Steno-typist still exist.

No.FD (R) III – 35/S.G. Dated Quetta the 6th December, 1995

Subject:- **GRANT OF BPS-17 ON ACQUIRING MASTER DEGREE IN PHYSICAL EDUCATION.**

As per existing policy, all the posts of D.P.E. in Degree Colleges have been upgraded from B-16 to 17 w.e.f 18-12.1989. After the issue of this policy the grant of B-17 w.e.f 18-12-1989 on the basis of higher qualification i.e. Master Degree in Physical Education has been discontinued. Administrative Department may make appointment/promotion against this upgraded post strictly in accordance with the Service Rules. However, cases of those D.P.E^s who are drawing pay in B-16 but working in the Degree Colleges can be considered for the grant of pay of the higher post in pursuance of this Department's circular letter No. FD (R) III55/95/862-913 dated 28th February, 1995 pending their formal promotion.

NO.FD.(R)III-25/95. Dated Quetta the 21st December, 1995

Subject:- **UP-GRADATION OF THE POST OF CARPENTER FROM (B-6) TO (B-8)**

The Finance Department agrees to allow B-8 (instead of B-6) to the Carpenter of the Social Welfare Department with immediate effect.

NO.FD (R)VII-10/96 Dated Quetta the 13th June, 1996

Subject:- **UP-GRADATION OF THE POST OF MEDICAL SUPERINTENDENT HELPER EYE HOSPITAL QUETTA FROM B-19 TO B-20**

The Finance Department agrees to the Up gradation of the post of Medical superintendent Helper Eye Hospital Quetta form B-19 to B-20 with immediate effect.

No.FD (R.) VII-10/HEH Dated Quetta the 13th June, 1996

Subject:- **UP-GRADATION OF THE POSTS OF D.P.E B-17 IN DEGREE COLLEGES.**

The Finance Department agrees to the up-gradation of six posts of D.P.E from B-16 to B-17 in the following Colleges with immediate effect.

- | | | |
|----|---------------------------|---------|
| 1. | Government Degree College | Nushki |
| 2. | Government Degree College | Chaman |
| 3. | Government Degree College | Pishin |
| 4. | Government Degree College | Bela |
| 5. | Government Degree College | Panjgur |
| 6. | Degree Girls College | Sibi |

FD (R.) III-25/96 Dated Quetta the 10th September, 1996

Subject:- **UP-GRADATION OF THE POST OF ASSISTANT LIBRARIAN TO BPS-16**

The post of Librarian with the qualification of Diploma in Library Science exists in B-16. So far as the grant of B-16 to the Assistant Librarian is concerned, it is not justified to equate both the posts because the nature of duties/job description may differ

Administrative Department may therefore, provide substantial justification in support of the of the proposal.

No.FD (R) III-25/96 Dated Quetta the 22nd October, 1996.

Subject:- **UP-GRADATION OF THE POST OF ASSISTANT LIBRARIAN BPS 14 TO BPS-16**

Since Assistant Librarians have opportunities of promotion as Librarian under the Service Rules, there is no justification for the up-gradation of these posts. Moreover, the number of posts of Assistant Librarian in the Education Department is 17. They all will naturally demand higher pay scale. Administrative Department may therefore, examine these aspects of the case.

No. FD (R) III-25/97. Dated Quetta, the 16th January, 1997

Subject:- **UP-GRADATION OF THE POST OF COMPUTER OPERATOR BPS 12 TO BPS-16**

Since there is a ban on the up-gradation of the post imposed by the Finance Department, the approval of the Chief Minister would be required. Attention is also invited to S&GAD letter No. (O&M) (1) 74/ S&GAD IS&GAD /86/722-72 Dated 9th JUNE, 1997 wherein it has clearly been stated that Government is in the process of down sizing all the existing Government Departments. Therefore, proposals for the up-gradation of the posts may be avoided till the said process is finally completed. Administrative Department may therefore, prepare a summary for the approval of the Chief Minister.

NO.FD (R) III-45/97 Dated Quetta the 19th August, 1997.

Subject:- **GRANT OF B-18 BY UPGRADING 40% POSTS OF MEDICAL OFFICERS FROM B-17 TO B-18**

The grant of B-18 @ 40% to the Medical Officers is an up-gradation post. The officers working against upgraded post are equally entitled for move-over to the next grade as promotee / selection grade holders.

NO.FD (R-I) III-40/98 Dated Quetta the 5th October, 1998.

Subject:- **UP-GRADATION OF THE POSTS OF DATA CONTROL ASSISTANT DATA PROCESSING SUPERVISOR AND KEY PUNCH SUPERVISOR**

In Balochistan the nomenclatures of the posts of Computer Personnel are as under:

1. Date Entry Operator	}	BPS (10-12)
2. Key Punch Operator		
3. Key Punch Verifying Operator		
4. Computer Assistant		
5. Computer Operator		BPS-16
6. Computer Programmer		BPS-17
7. Computer System Analyst		BPS-18

NO FD (R-I) III-45/98 Dated Quetta the 24th October, 1998

ORDER.

In pursuance of Finance Department's letter No. FD (R-I) VII-10/ASO/90/1231 dated August 19,1998 the Government of Balochistan is pleased to upgrade the post of Statistical Assistant (B-11) of Bureau of Statistics, Planning and Development Department, Balochistan to that of Statistical Investigator (B-16), with immediate effect.

2. For future appointment, minimum qualification for the recruitment to the post of Statistical Investigator shall be Master's Degree in Statistics/Mathematics/Economics/Commerce or any other Social Science with a special paper in Statistical Methods from a recognized university.

NO.P&D-SOA-1 (4)/96 Dated Quetta the 16th December, 1998

Subject:- **GRANT OF BPS-17 TO THE LIBRARIAN AND DIRECTOR PHYSICAL EDUCATION ON ACQUIRING/POSSESSING MASTERS DEGREE.**

After the up-gradation of the post of Librarian of Degree Colleges from B-16 to B-17, the practice of allowing B-17 on the basis of Master Degree Library has been discontinued. However, if Administrative department desires to consider the issue by placing of posts of Librarian in B-16 and to allow B-17 on basis of higher qualification i.e. Master Degree in Library, they may prepare comprehensive case and submit a summary for the approval of the Chief Minister through Finance Department.

No.FD (R) III – 25/97 Dated Quetta, the 1st January, 1999

Subject:- **UP-GRADATION**

The Finance Department agrees to the up-gradation of the post of Chief Engineer PHE from B-20 to B-21 with effect from 28.1.1989.

NO.FD (R) VII -10/98/ Dated Quetta, the 19th February, 1999

Subject:- **UP-GRADATION AND RE-DESIGNATION OF THE POST OF ASSISTANT LIBRARIANS FROM BPS-14 TO BPS-16**

Reference this department letter dated 30th July, 1999 on the subject cited above and to say that on reconsideration of the justification given by the Administrative Department, Finance Department agrees in principle to the up-gradation / redesignation of the post of Assistant Librarian from B-14 to B-16. Since the said redesignation of the post would also involve change / amendment in the service rules for the post of Librarian and Assistant Librarian of Bolan Medical College, the consultation of the S&GAD would also be required. Administrative Department may therefore, proceed accordingly.

NO.FD (R) III-25/97 Dated Quetta the 9th August, 1999

Subject:- **ADMINISTRATIVE APPROVAL**

The Government of Balochistan is pleased to accord sanction to the up-gradation of the posts of Assistant Directors (B-17) Social Welfare Quetta and Mekran Divisions to that of Deputy Director (B-18) Social Welfare during the current financial year 1999-2000.

NO.SO-I(SW) 2-10/92 Dated Quetta the 31st August, 1999

Subject:- **UP-GRADATION OF THREE INTER GIRLS/BOYS COLLEGE**

As and when order are issued for the up-gradation of any intermediate college as Degree College, post of Librarian and D.P.E. stands-up-graded to B-17

NO.FD (R) III-25/2000 Dated Quetta the 30th September, 2000

Subject:- **GRANT OF GRADE B-14.**

Since the Drawing Masters have availed advance increments, therefore, they cannot be allowed BPS-14 until and unless they may surrender the amount of the benefit of advance increments drawn by them.

NO.FD (R-1) VII-13/2002/Vol XV/ _____ Dated Quetta the 18th July, 2002

Subject:- **HIGHER PAY SCALES ON HIGHER QUALIFICATIONS TO DIFFERENT CATEGORIES OF TEACHERS.**

The policy of higher pay scales on acquiring higher qualification to the teachers concerned is still applicable in this Province.

NO.FD (R-I)VII-13/2003 _____ Dated Quetta the 17th July, 2003

Subject:- **RESTORATION OF THE STATUS OF POST OF SECRETARY MINES LABOUR WELFARE ORGANIZATION.**

Earlier the post of Secretary Mines, Labour Welfare Organization was upgraded from B-17 to B-18 as personal to the incumbent of post at that time. After the

retirement of the incumbent, the post had automatically downgraded in B-17. The proposal of the Administrative Department to restore the post in question in B-18 for present incumbent is not justified therefore, this department regrets its inability to agree to the proposal.

NO.FD (R-D) VII-10/2005 Dated Quetta the 21st July, 2005

Subject:- **GRANT OF BPS-16 AND BPS-17 TO THEOLOGY TEACHERS/ARABIC TEACHERS.**

The post of Junior Arabic Teacher B-9, the post of Arabic Teacher B-16 exists in this Province, but the post of Theology Teacher is not available in this Province.

NO.FD (R-D) VII-13/2004/ Dated Quetta the 22nd July, 2004

Subject: **REGULARIZATION OF APPOINTMENT OF GRADER OPERATOR OF THE DEFUNCT DISTRICT COUNCIL QUETTA (NOW IN TMA CHILTAN).**

There exists no post in B-8 with the nomenclature of Grader Operator in the Technical Government Departments i.e. Agriculture Engineering, PRE, I&P and C& W etc. While the post of Crane Operator B-8 exists in Agriculture Engineering Department w.e.f 1-8-1991, therefore, the BLGB may go by the rules / regulations / powers vest with the authority under the relevant Act.

NO.FD (R-D) III- (40-41) /2005 Dated Quetta the 3rd December, 2005

Subject:- **UP-GRADATION OF THE POST OF DEPUTY SECRETARY /DEPUTY CONTROLLER FROM BPS- 18 TO BPS-19.**

The BISE is functioning under an Act and framed its rules / regulations under the Act and providing services / financial benefits to its employees. It is to add here that the Government of Balochistan had decided in the light of Provincial Finance Secretaries meeting held on 13-4-1992 that no post be upgraded for the same job. Secondly, the Government has imposed complete ban on up-gradation of all kind post w.e.f. 21-8-1999.

Moreover, recently, this department has not supported the similar nature cases received from Government Departments for up-gradation of posts of individuals near to their retirement.

2. The BISE has its own recruitment rules which do not provide any promotion avenues for Deputy Controller. When the relevant / recruitment rules do not provide any such avenues for further elevation, up-gradation of the post would be beyond the ambit of rules. Therefore, this department does not recommend the proposed up-gradation.

NO.FD(R-I)VII-10/2006/ Dated Quetta the 28th April, 2006.

Subject:- **UP-GRADATION OF THE POST OF DIRECTOR (TECH) TO DIRECTOR GENERAL (TECH).**

The purpose of the Administrative Department in suggesting up-gradation to B-20 of the post of Director Technical (B-19) held by individual seems to benefit her to get her promotion to B-20. Therefore the up-gradation of the post in question is not justified.

2. It is to add here that in the instant case the department by invoking provisions contained in FR 9 (19) can move case of officiating promotion of the individual to B-20 as Director General Population in consultation with S&GAD. As the present Secretary Population is a substantive holder of the post of Director General Population and working as Secretary Population another senior most officer of the Population Department may be given officiating promotion against the post of Director General Population till reversion of the original incumbent.

NO.FD(R-1) VII-10/2005 Dated Quetta the 22nd July, 2006

NOTIFICATION

With the prior approval of the competent authority the Government of Balochistan has decided to upgrade and re-designate all posts of Treasury Officers (B-17) as District Account Officer (B-18) and all the posts of Assistant Treasury Officer/Sub Treasury Officer B-16 to B-17 and re-designate as Assistant District Account Officer in Treasury Establishment with immediate effect.

2. Consequent upon their up-gradation and re-designation they shall continue to perform their previous duties till further orders.

NO.FD (R-D) III-41/Treasury/06/1900-2000 Dated Quetta the 21st September, 2006

Subject:- **SNE FOR 2006-07, ITEM NO.3 (V) UP-GRADATION OF THE POST OF ACCOUNTS OFFICERS, SMALL INDUSTRIES WING FROM B-16 TO B-17**

As there is a ban on up-gradation of all kinds of posts, therefore, this department is not in a position to consider / support the proposal of the Administrative Department. Besides policy do not permit up-gradation of a post for same job without cogent reason.

2. It is further added that to provide avenues for upward elevation appropriate ladder should be developed in the cadre instead of asking for unnecessary up-gradation.

NO.FD (R-D) VII-10/2005/ Dated Quetta the 3rd July, 2006

Subject:- **UP-GRADATION**

1. In legal parlance up-gradation of a post means abolition of the existing post and creation of a new post in the higher grade. Consequent upon up-gradation of a post, its methods of recruitment and qualifications have to be prescribed in the relevant Recruitment Rules. Up-gradation of post never implies automatic elevation of the incumbent holding post which is being upgraded. As a matter of rules appointment to upgraded post has to be made in the prescribed manner. If upgraded post is to be filled against initial recruitment quota the Balochistan Public Commission is to be consulted and if it is to be filled by promotion the case is required to be placed before the Provincial Selection Board for clearance.

2. When post is upgraded as personal to the incumbent the aforementioned procedure is dispensed with and the incumbent is elevated together with the up-gradation of the post.

3. Although there are numbers of examples of up-gradation of posts for individuals on similar justification as given by P&D yet up-gradation of the post as personal to the incumbent needs to be discouraged. Furthermore as an economy measure, the Government of Balochistan has imposed a ban on up-gradation of posts.

4. Keeping in view the aforementioned grounds the Finance Department does not support of the Planning & Development Department for up-gradation as personal to the incumbent.

5. View of S&GAD may also be obtained in the matter

NO.FD(PS)ES/1636 Dated 10-04-2006

Subject:- **UP-GRADATION**

The post of Director General Local Government has been lying vacant since 1-12-2004 and as per policy in vogue, it stands abolished. In the first instance the post needs to be referred to Finance Department for its revival with justification.

2. When under the existing policy as stated by S&GAD the post of Director General Local Government does not form part of the cadre strength of the Local Government Department then question of it up-gradation and subsequent promotion against the said post of an officer belonging to Local Government Department does not arise. The question of up-gradation of the post of Director General Local Government will arise only after it has been decided with the prior approval of the competent authority that the post belongs to the cadre of Local Government Department.

NO.FS/3437 Dated Quetta the 09-05-2006

Subject:- **UP-GRADATION**

6. The instant case was also received in this department during March, 2006 the same was examined by Finance Department and the view of Finance Department endorsed thereon are as under:-

- i) In legal parlance up-gradation of a post means abolition of the existing post and creation of a new post in the higher grade. Consequent upon up-gradation of a post, its method of recruitment and qualification have to be prescribed in the relevant Recruitment Rules. Up-gradation of post never implies automatic elevation of the incumbent holding post which is being upgraded. As a matter of rules appointment to upgraded post has to be made in the prescribed manner. If upgraded post is to be filled against initial recruitment quota the Balochistan Public Service Commission is to be consulted and if it is to be filled by promotion, the case is required to be placed before the Provincial Selection Board for clearance.
- ii) When post is upgraded as personal to the incumbent the aforementioned procedure is dispensed with and the incumbent is elevated together with the up gradation of the post.
- (iii) Although there are number of examples of up-gradation of posts for individuals on similar justification as given by P&D yet up-gradation of the post as personal to the incumbent needs to be discouraged. Furthermore as an economy measure, the Government of Balochistan has imposed a ban on up-gradation of posts.
- (iv) Keeping in view the aforementioned grounds, the Finance Department does not support the proposal of the Planning & Development Department for up-gradation as personal to the incumbent.

(v) Views of S&GAD may also be obtained in the matter.

7. In the present summary, the Finance Department reiterates its earlier views mentioned above.

NO.1069.PS/FS Dated Quetta the 6th November, 2006

NOTIFICATION.

In exercise of powers conferred vide this department notification No.FD(R-I)III-(40-41)/2006/2262-2362 dated 13th November, 2006 read with Rule 20 of the Balochistan (Basic Pay Scales) Civil Services Rules, 1983, the Finance Department, Government of Balochistan has decided to make the following amendments in the schedule appended to these Rules:-

TREASURY AND ACCOUNTS SERVICE.

<u>Name of the post.</u>	<u>Pay Scales.</u>
District Accounts Officer.	(B-18) 9355-675-22855 w.e.f 21-9-2006
Assistant District Accounts Officer.	(B-17) 7140-535-17840 w.e.f 21-9-2006

Note:- The post of Treasury Officer (B-17) upgraded / redesignated as District Accounts Officer as well as all posts of Assistant Treasury Officer / Sub Treasury Officer (B-16) upgraded / redesignated as Assistant District Accounts Officer vide Notification No.FD(R-I)III-41/Treasury/2006/1900-2000 dated 21-9-2006 may be treated as deleted from the said Schedule.

No.FD(R-I)III-(40-41)/2007/420-570/Dated Quetta the 14th February, 2007.

Subject:- POLICY FOR UPGRADATION / REDESIGNATION OF POSTS.

It has been observed that cases for upgradation of posts from lower to higher grades as personal to the individuals are being referred to Finance Department on one ground or the other such as a particular individual is due for retirement on superannuation and the Administrative Department in recognition of his performance and experience wants him to

get next higher grade before his retirement or there is no promotion avenue for employees of certain cadre and the only way to benefit such employees is to upgrade their posts.

2. In legal parlance, upgradation of a post means abolition of the existing post and creation of a new post in the higher grade. Consequent upon upgradation of a post, its method of recruitment and qualification have to be prescribed in the relevant Recruitment Rules. Upgradation of post never implies automatic elevation of the incumbent holding post. As a matter of rules, appointment to upgraded post has to be made in the prescribed manner, as per relevant rules of concerned department. However, in case of upgradation as personal to the incumbent, the aforementioned procedure is dispensed with and the incumbent is elevated together with the upgradation of the post.

3. Keeping in view the position explained above, the Government of Balochistan has decided that the following policy for upgradation / redesignation of the posts may be followed in future:-

- (i) Procedure explained in para-2 above may strictly be followed.
- (ii) No case of upgradation of project post shall be entertained by Finance Department.
- (iii) No case for upgradation of the post for the same job shall be entertained by Finance Department.
- (iv) The cases for upgradation of posts shall continue to be dealt with by the Finance Department in accordance with Rule 13 (1)(c) of the Balochistan Government, Rules of Business, 1976 i.e. "change in the number or grading of posts in any service or emoluments or other conditions of any service or post". In cases for upgradation / redesignation involving reorganization or change in the status of offices or any change in the condition of service or the statutory rights and privileges of Government Servants the matter shall be referred to S&GAD for examination in the light of existing service rules of the category in accordance with Rule 11 of the Rules of Business, 1976.

- (v) In view of the financial position of the Province, the ban on upgradation of posts already imposed by the Government may be followed strictly.

NO.FD(R-I)VII-10/2007/1181-1281/Dated Quetta the 23rd April, 2007.

NOTIFICATION.

In exercise of powers conferred vide this department notification No. FD (R-I) III - (40-41) / 2006 / 2262 - 2362 dated 13th November, 2006 read with Rule 20 of the Balochistan (Basic Pay Scales) Civil Services Rules, 1983, the Finance Department, Government of Balochistan has decided to make the following amendments in the schedule appended to these Rules:-

LAW & PARLIAMENTARY AFFAIRS DEPARTMENT.

Pay Scales.

Name of the post.

District Attorney.

(B-19) 14260-705-28360
w.e.f 24-4-2007

Assistant District Attorney.

(B-18) 9355-675-22855
w.e.f 24-4-2007

Note:- The posts of District Attorney and Assistant District Attorney have been upgraded in B-19 & B-18 respectively vide Law Department Notification No.2552-2650/2-34/96-Admn:Law dated 24-4-2007 and may be treated as modified in the said Schedule.

No.FD(R-I)III-(40-41)/2007/1449-1549.Dated Quetta the 10th May, 2007.

ORDER

The Government of Balochistan is pleased to accord sanction to the upgradation of the posts of Charge Nurses and Head Nurses in Health Department from BPS-15 to BPS-16 and from BPS-16 to BPS-17 respectively with effect from 1st July, 2007

NO.S.O(B&A)/H/9-60/2006-07 Dated Quetta the May 2007

NOTIFICATION.

The Government of Balochistan is pleased to upgrade the following posts exist in different Departments / Offices in this Province as noted against each w.e.f 1st July, 2007:-

S.No.	Name of the post.	Existing BPS.	Revised BPS.
1.	Junior Clerk).	BPS-5	BPS-7
2.	Senior Clerk).	BPS-7	BPS-9
3.	Assistant / Head Clerk.	BPS-11	BPS-14
4.	Junior Auditor.	BPS-5	BPS-7
5.	Senior Auditor.	BPS-11	BPS-14
6.	Naib Qasid.	BPS-1	BPS-2 (33% of the total sanctioned strength)
7.	Daftary.	BPS-2	BPS-3 (33% of the total sanctioned strength)
8.	Driver.	BPS-4	BPS-5 (33% of the total sanctioned strength)

2. Consequent upon the revision of scales of aforesaid posts, the Schedule of the Balochistan (Basic Pay Scales) Civil Services Rules, 1983 will be treated as modified with effect from 1-7-2007.

3. The incumbents of the upgraded posts will also stand upgraded and their pay will also be fixed at the stage next above their basic pay in their lower pay.

4. All the departments may amend the recruitment rules of the ministerial cadre by reflecting new grades of the aforesaid posts in consultation with S&GAD.

5. As a special dispensation, the annual increment falling due on 1st December, 2007 shall be admissible to the above mentioned employees in the upgraded pay scales.

NOTIFICATION.

In exercise of powers conferred vide this department notification No. FD (R-I) III - (40-41) / 2006 / 2262 - 2362 dated 13th November, 2006 read with Rule 20 of the Balochistan (Basic Pay Scales) Civil Services Rules, 1983, the Finance Department, Government of Balochistan has been pleased to make the following amendments in the schedule appended to these Rules:-

FINANCE DEPARTMENT
(Treasury Establishment)

<u>Name of the post.</u>	<u>Pay Scales.</u>
Assistant Accountant.	(B-16) 5050-390-16750 w.e.f 28-11-2007
Sub Accountant.	(B-14) 4100-315-13550 w.e.f 28-11-2007

Note:- The posts of Assistant Accountant and Sub Accountant have been upgraded in B-16 & B-14 respectively vide Finance Department Notification No.FD(SO.XIII)7-11/2007/3847-3936 dated 28-11-2007 and may be treated as modified in the said Schedule.

No.FD(R-DIII-(40-41)/2007/3523-3644/Dated Quetta the 14th December, 2007.

SECTION-II

UTILITY CHARGES

(927 - 928)

Subject:- **EXEMPTION FORM PAYMENT OF WATER CONSUMPTION CHARGES TO THE GOVERNMENT EMPLOYEES ALLOTMENT GOVERNMENT ACCOMMODATION.**

The water charges are not being recovered from the allottees of Government residential accommodation.

NO.FD(R) III-27/HHE/93 Dated Quetta the 17th July, 1993

Subject:- **EXEMPTION REGAREDING PAYMENT OF SUI GAS AND ELECTRICITY BILLS IN RESPECT OF OFFICIAL RESIDENCE OF MILIATYR SECRETARY TO GOVERNOR A.D.C. TO GOVERNOR AND COMPTROLLER GOVERNOR'S HOUSE.**

Case was referred to the Cabinet Division, Government of Pakistan for an advice in the matter who have replied as under:-

“There is no provision in the existing rules for exemption from the payment of Electricity and Gas charges of Military Secretary to Governor, ADC to Governor and Comptroller Governor’s Houses with retrospective effect i.e. 1.7.1970.

No.FD(R)III-27/HHE Dated Quetta the 21st March, 1994