

**THE PASNI FISHERIES HARBOUR AUTHORITY'S
PAY FRINGE AND ALLOWANCES
RULES, 2003**

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RULES

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**¹THE PASNI FISHERIES HARBOUR AUTHORITY'S
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NOTIFICATION

[8th July, 2003]

No. SO-II(CD&F)12-12/2003/533/. In exercise of the powers conferred by Section-30 of the Pasni Fisheries Harbour Authority Ordinance, 1983² (VIII of 1983) the Authority with the prior approval of the Government of Balochistan is pleased to make regulations to regulate the Pay Fringe and Allowances of Pasni Fish Harbour Authority, namely:—

1. **Short title, extent and commencement.** — (1) These rules may be called the Pasni Fisheries Harbour Authority's Pay Fringe and Allowances Rules, 2003.
 - (2) They shall apply to all of its employees.
 - (3) They shall come into force at once.
2. **Basic Pay Scales.** —
 - (a) The employees of the Authority shall be entitled to such scales of pay at the rates, grades and stages as may be prescribed by the Government of Balochistan from time to time and that are adopted from time to time by the Authority for its employees falling under the categories and grades and listed under the foregoing rules.
 - (b) The Revised Basic Pay Scales prescribed by the Government of Balochistan Finance Department vide Notification No. FD(R)III-62/94, dated 31.8.1994 in BPS-1 to 22 of the Provincial Government for Civil employees have been adopted by the Authority.
3. **Initial Pay.** — The employee on his first appointment and inception on a post of the Authority, shall be draw the minimum of scale of pay of the post.
4. **Pay on promotion.** — (1) On promotion of an employee from a lower to a higher post up to BPS-19, his pay in the higher post will be fixed as follows:—
 - (a) An additional increment of the higher Basic Pay Scale in the existing pay of lower pay scale may be added; *and*
 - (b) next stage in higher Basic Pay Scale, provided the total benefit so accruing to an employee is equal to the amount of more than one increment of the higher pay scale but not more than two increments of that scale or the initial stage of the higher pay scale whichever may be greater.

¹ These rules have been issued by the Coastal Development and Fisheries Department, Government of Balochistan, vide its Notification No. SO-II (CD&F)12-12/2003/533, dated 8th July, 2003; and published in the Balochistan Gazette (Extraordinary) No. 35, dated 8th July, 2003.

² Balochistan Ordinance VIII of 1983; promulgated by the Government of Balochistan on 25th June, 1983; published in the Balochistan Gazette (Extraordinary) No. 164, dated 25th June, 1983; protected and declared continue in force by article 270A of the Constitution of Islamic Republic of Pakistan (1973).

(2) When an employee is promoted from a lower post to a higher post in BPS-20 and above his pay in the scale of higher post shall be fixed at the stage next above his pay in the scale of lower post and he will not get any premature increment.

(3) One advance increment shall be allowed if:

- (i) an employee at the time of his promotion to a higher post is already drawing pay under the provision of rule 5 in the Basic Pay Scale of the higher post / pay scale of the promotion post; *or*
- (ii) an employee before his promotion to a higher post from a post for which a lower and higher pay scale has been prescribed is already drawing pay in the Basic Pay Scale of the higher post; *or*
- (iii) an employee is promoted to a post in the same scale in his own line with the only difference that the higher post carries a special pay; *or*
- (iv) an employee is promoted to a higher post where higher and lower posts carry the same pay scale.

(4) Where a lower and a higher pay scale have been prescribed for the same post, the pay on promotion from the lower to the higher pay scale shall be fixed in the manner given in (1) above.

(5) If an employee before reaching the maximum of a Basic Pay Scale is promoted to a higher pay scale between the 2nd June and the 30th November of a calendar year his initial pay in the latter scale is fixed with reference to his pay in the former scale he may at his option get his pay refixed in the higher scale with effect from the 1st day of December of the year of his promotion with reference to his presumptive pay on that date in the pre-promotion scale.

5. **Moving over to next higher scale of pay.** — (1) An employee who attains the maximum of his pay scale, shall be allowed to move over to the next higher scale, of pay with effect from 1st of December of the next/proceeding year in accordance with the procedure set out by the authority.

(2) The employees who are enjoying selection grades shall also be eligible for move over the next higher pay scale.

6. **Grant of Advance Increments to officials for attaining Higher Qualification.** — The employee of the authority shall be eligible to the grant of advance increments that are prescribed by the authority from time to time as admissible under Government of Balochistan.

7. **Pay of higher post.** — Pay of the higher post will be admissible to the employees of the Authority subject the following conditions;

- (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 the pay scale as well.
- (2) If posting of an Employee 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 employee is entitled to get 10% or pay of his original pay scale so long as he remains posted against that post.

- (3) If an employee is promoted (either temporarily/regular or on adhoc 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.

8. **Special Pay/Additional Pay.** — With the prior approval of the competent authority, a special allowance for the additional charge shall be admissible at uniform rate of 20% of basic pay not exceeding Rs. 600/- p.m. subject to the fulfillment of the following conditions:

- (i) The work of the vacant post, as far as possible, be distributed among more than one employed servant of the same status and designation available in the Authority, additional charge shall not be given, except where there is extreme urgency.
- (ii) Where the distribution of the work among more than one employee of the authority is not feasible, the charge of the vacant post may be entrusted, in its entirety, to another employee. This arrangement should not be made for a period less than one month and should not exceed three months and it should be allowed with specific approval of the competent authority. However, it may be extended by another three months with the approval of next higher authority.
- (iii) Immediately on the expiry of six months of the full additional charge of the particular vacant post the post shall be treated as having been abolished and its duties automatically becoming part of the normal duties of the other existing posts of the same category in the Authority. The post so treated as abolished shall not be revived without the concurrence of the Board of Directors.

9. **House Rent Allowance.** — The house rent allowance shall be admissible to the employee of the authority as may be prescribed by the Government.

10. **Deputation Allowance.** — Deputation Allowance at 20% of the minimum of the relevant basic pay scales shall be allowed by the Authority to Officers/Officials on deputation to the Authority.

11. **Washing Allowance.** — Washing Allowance to the liveried Employee (BPS-1-4) shall be admissible a Rs. 50/- p.m. as prescribed by the Government.

12. **Cash Handing Allowance.** — Cash Handing allowance shall be admissible to the employees at following:

Amount of Cash Handled	Cash Allowance	Cash Security	Personal Security
Upto Rs. 5000/-	Nil	---	---
Above Rs. 5000/- & Upto Rs. 1,00,000/-	--	Rs. 2000/-	Rs. 20000/-
Above Rs.1,00,000/-	Rs.75/- p.m.	Rs. 4000/-	Rs. 50000/-

13. **Senior Post Allowance.** — Senior post allowance at the following rates will be admissible:

BPS- 20	Rs. 600/- p.m.
BPS- 21	Rs. 800/- p.m.
BPS- 22	Rs. 1000/- p.m.

14. **Consolidated Traveling Allowance.** — The consolidated traveling allowance at the following rates will be admissible to the drivers and cleaners of the authority. This allowance is in lieu of any fixed T.A./open T.A and any other traveling allowance.

(a) Drivers	Rs. 800/- p.m.
(b) Cleaners	Rs. 500/- p.m.

15. **Proficiency Allowance.** — The authority shall grant proficiency allowance @ Rs. 50/- p.m. as to those typists and senior typist who acquire a speed of 45 w.p.m.

16. **Hardship Allowance.** — The Authority shall grant Hardship Allowance at the rate of Rs. 50/- p.m. and subject to such conditions as may be prescribed to employees in grade 1 to 15 if required to perform duties on shift basis for not less than eight hours.

17. **Medical Allowance.** —

- (i) Subject to such conditions and at such rates as may be prescribed the authority shall grant Medical Allowance in lieu of cost of medicines (including injections and outdoor medical treatment) of the employees and dependent members of their family.
- (ii) The employee of the Authority as well as their families shall be eligible for the service of Government Medical Officers and treatment in hospitals and dispensaries for civil servants and their families.
- (iii) Any expenditure incurred by the Employees and families in Government hospitals such as room rent, special medicines laboratory tests, etc, will be borne by the authority on production of bills duly countersigned by the Medical Superintendent concerned.
- (iv) The employees of the Authority can avail of the facilities of medical treatment of the Federal Hospital as the citizens of Pakistan.

18. **Advance increment for higher qualification.** — The employees in BPS-1 to 15 will be eligible to the grant of advance increments for possessing or acquiring higher educational qualification over and above the prescribed qualification in the recruitment Rules to the extent given below. Number of advance increments for attaining Higher Qualification.

	Matric	F.A/F.Sc	B.A/B.Sc	M.A/M.Sc
Where the prescribed	2	4	6	8

qualification is non matric.

Where the prescribed qualifications matric.	NIL	2	4	6
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Where the prescribed qualification is F.A/F.Sc.	NIL	NIL	2	4
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Where the prescribed qualification is BA/B.Sc.	NIL	NIL	NIL	2
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NOTE: Two advance increments are allowed for each higher qualification i.e. in the case as at (a) above two for Metric, further two F.A. again two for B.A. and two for M.A.

(i) QUALIFICATION PAY FOR SENIOR EMPLOYEES. Qualification pay shall be allowed to those employees who have qualified the following courses at the rates shown against each:

(a) PASC National Management Course Rs. 500/- p.m.

(b) National Defence College Course Rs. 500/- p.m.

(c) Advance Course in Management in NIPA Rs. 100/- p.m.

NOTE: One qualified pay will be admissible at a time.

(ii) QUALIFICATION PAY FOR S.A.S ACCOUNT OF AUTHORITY. Those who are S.A.S qualified would get a qualification Pay @ Rs.150/-p.m.

(iii) GRANT OF SELECTION GRADE. Selection grade is allowed to 33% of the total strength to the following categories subject to fulfill of requisite conditions:

<u>S.No.</u>	<u>Post</u>	<u>Ordinary Scale</u>	<u>Selection Grade</u>
1.	Private Secretary.	B-16	B-17
2.	Superintendent.	B-16	B-17
3.	Assistant.	B-11	B-15
4.	Junior Scale Steno.	B-12	B-15
5.	Senior Clerk.	B- 6	B- 7
6.	Naib Qasid/Chowkidar.	B- 1	B- 2

9. Compensatory Allowance. — In view of the exceptionally difficult working conditions and cost of living the Board has decided to allow a compensatory allowance (un-attractive area allowance) at the rate of 50% of pay for its employees as a measure of compensation.

20. **Conveyance charges for late sitting after office hours.**— The employees in BPS-1 to 16 (non-gazatted) shall be allowed conveyance charges for late sitting after office hours at the following rates:

- (i) On working day—
 - for officials in BPS-1 – 2. Rs. 4. 50 per day
 - for officials in BPS- 3 to 15. Rs. 5. 50 per day
- (ii) One closed Holidays—
 - for officials in BPS- 1 – 2, Rs. 5. 50 per day
 - for officials in BPS- 3- 15.
- (iii) BPS-16 (non-Gazatted) Rs. 8. 00 per day

21. **Medical Allowance.** — Medical allowance shall be admissible to the Employees in (grade- 1 to 15) of the Authority at the uniform rate of 60/- p.m.

22. **Fringe benefitness for Managing Director.** —

- (a) **ENTERTAINMENT ALLOWANCE.** The Managing Director will be entitled to an entertainment allowance of Rs. 400/-p.m. provided he is in grade B- 20.
- (b) **LEAVE.** The Managing Director will be allowed leave as per Government rules.
- (c) **TRANSPORT.** The Managing Director will be allowed free use of car with chauffeur with a petrol limit upto 300 litters p.m. for official as well as private use.
- (d) **PERSONAL STAFF SUBSIDY.** Either an official Residential orderly out of the sanctioned strength by the Managing Director or a personal staff subsidy of Rs. 1000/- may be drawn by him.
- (e) **PREQUISTITES.** The perquisites for Managing Director shall be as under:
 - i. One Air conditioner.
 - ii. One Fridge.
 - iii. Electricity Gas & water charges upto Rs. 600/- p.m.
 - iv. Free telephone upto 1000 local calls per months.

23. **Fixation of pay of re-employed retired personnel from the Defence Forces, Government Services and Statutory Autonomous Bodies.** —

- 1. When a person who was formerly in Government employment obtains re-employment whether temporarily or permanently in the authority, 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.

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.
3. A Government pensioner in receipt of compensation or invalid pension or compassionate allowance or 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 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 re-employed shall be entitled to receive the benefit of increments in his new scale of promotion to another scale of post.
4.
 - i) A Government pensioner who is in receipt of a superannuation or retiring pension shall not be re-employed in the Authority except on public grounds and with the sanction of the Competent Authority i.e. Board of Directors.
 - ii) All authority administering local fund are empowered to re-employed 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 pensioner re-employed in Authority/Semi Autonomous Bodies. If a 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 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 the Authority.

- i) Re-employment should be resorted to only when it is in the public interest to do so and the service record of the Govt. pensioners is good.

- ii) The re-employment should be subject to termination of service on one month's notice on either side. However Authority re-serves the right to terminate the services at any time of 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-employed, 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 Stand Medical Board or the Standing Invaliding Committee. Their cases should be initiated by the Authority and submitted through Administrative Department to the Board of Directors in a self contained note for obtaining the orders. The case of those in BPS-17 and above should also be referred by the Authority through Administrative Department to Board of Directors.
- v) While forwarding the case of re-employment of Government pensioners (in BPS-17 and above) to the Board, information in the following proforma should always be supplied.

PROFORMA.

PROPOSAL FOR RE-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 term 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) Engineering of all categories.
- ii) Doctors.
- iii) Holders of specialist 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 Authority in consultation with the Government.

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) Whereas 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 preceding clauses.
 - iv) When a retired employee is re-employed in the Authority 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) A re-employed Government servant would earn increments under normal rules.
- vi) In addition to pay as indicated in clauses (iv) and (v) full pension shall be admissible to the re-employed employee.
- vii) 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: (1) 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 pension for the purpose of fixing his pay on re-employment.

NOTE: (2) In case of a person who received gratuity only or retirement, the amount of gratuity will be treated as commuted value of pension, and his pay on re-employment will be fixed on that basis.

NOTE: (3) The authority competent to sanction re-employment of a 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 emolument in relaxation of the provisions of this rule, the questions of fixation of pay will require the concurrence of the Government.

NOTE: (4) The authority re-employing the Govt; pensioner should supply the following information to the Director Finance 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 amounts of full pension.

SECTION – II

RE- EMPLOYMENT OF MILITARY PENSIONERS

- 6. (1) Pay of re-employment 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 23.5 (i).

- (2) The pay of the retired defence services personnel below commissioned rank on re-employment in the Authority on a regular / permanent basis would be fixed at the initial stage/minimum of pay scale of the civil post and no deduction 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 pensions/gratuity would be subject to the rules of the employing agency.
