

**THE GWADAR INDUSTRIAL ESTATES DEVELOPMENT
AUTHORITY EMPLOYEE
(WELFARE/BENEVOLENT FUND)
RULES, 2015**

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RULES

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**¹THE GWADAR INDUSTRIAL ESTATES DEVELOPMENT
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RULES, 2015**

NOTIFICATION

[23rd June, 2015]

No. SO-IV (IND) 4-1/2015/531-48/. In exercise of the powers conferred under section 26, of the Gwadar Industrial Estates Development Authority Act, 2009² (Act No. II of 2009), the Government of Balochistan is pleased to make the following rules regulating the Employees Welfare/Benevolent Fund of employees Gwadar Industrial Estates Development Authority, namely:—

1. **Short title and commencement.** — (1) These rules may be called the Gwadar Industrial Estates Development Authority Employee (Welfare/Benevolent Fund) Rules, 2015.

(2) They shall come into force at once.

(3) It shall apply to all the employees of the Gwadar Industrial Estates Development Authority, except:-

- (a) the Staff paid from contingencies;
- (b) the daily paid establishment;
- (c) the part time employees;
- (d) the employees on contract basis;
- (e) employees who have attained the age of 60 years, and in the service of the Authority (if any) under special contract;
- (f) any class of employees excluded from the purview of these rules by the Board; *and*
- (g) employees on deputation.

2. **Definitions.** — In these rules, unless there is anything repugnant in the subject or context:—

- (a) "**Act**" means the Gwadar Industrial Estates Development Authority Act, 2009² (Act No. II of 2009);
- (b) "**Authority**" means the Gwadar Industrial Estates Development Authority as established under section 3 of the Act;
- (c) "**Board**" means the Board of Directors of the Authority constituted under Section 5 of the Act;

¹ These rules have been issued by the Industries and Commerce Department, Government of Balochistan, vide its notification No. SO-IV (IND) 4-1/2015/531-48/, dated 23rd June, 2014; and published in the Balochistan Gazette (Extraordinary) No. 132, dated 23rd June, 2015.

² Balochistan Act II of 2009; passed by the Balochistan Assembly on 30th March, 2009; assented to by the Governor of Balochistan on 7th April, 2009; and published in the Balochistan Gazette (Extraordinary) No. 43, dated 13th April, 2009.

- (d) “**Contribution**” means any sum of amount by or on behalf of employee out of his salary, deposited to the Welfare Benevolent Fund;
- (e) “**Employee**” means the employee of the Authority as defined in the Gwadar Industrial Estates Development Authority (Employees Service) Rules, 2014¹;
- (f) “**Form**” means the forms appended to these rules;
- (g) “**Government**” means the Government of Balochistan;
- (h) “**Managing Director**” means the person appointed as Managing Director of the Authority under section 6 (1) of the Act and includes any person for the time being discharging the functions of the Managing Director;
- (i) “**Nominee**” means nomination of a person by a subscriber for receiving the amount payable to him under these rules, in case of his death as mentioned in Form-E;
- (j) “**Pay**” means an amount drawn monthly by an employee as pay, and includes technical pay, special pay and personal pay and any other emoluments which may be specifically classed as pay by the Authority;
- (k) “**Pay scale**” means a national scale of pay as sanctioned by Government of Balochistan from time to time, in which a post or group of posts is placed;
and
- (l) “**Rules**” means Gwadar Industrial Estates Development Authority Employees Welfare/ Benevolent Fund Rules, 2015.

3. **Payment of Welfare / Benevolent Fund.** — All benefits / relief shall be paid out of the Employees Welfare / Benevolent Fund of the Authority, maintained under these rules.

4. **Different kinds of Relief / Welfare and Benefits for the Employees.** — The following benefits are admissible under GIEDA Welfare / Benevolent Fund: —

- a) Scholarship for Secondary education and above.
- b) Marriage Allowance to one Daughter of employee during entire service.
- c) Funeral Expenses
- d) Medical Facility
- e) Monthly Maintenance Allowance
- f) Hajj expenses

(a) **Scholarship for Professional Education.**— To provide assistance for secondary education per year to the children of its employees for obtaining professional education on submission of an application on the Form-A as per detail below:-

- (i) Dawood Engineering University;
- (ii) N.E.D Engineering University;

¹ Rules issued by the Industries and Commerce Department, Government of Balochistan, vide its Notification No. SO-IV (IND) 4-1/2013-14/583-98, dated 27th August, 2014; and published in the Balochistan Gazette (Extraordinary) No. 116, dated 27th August, 2014.

(iii) Dow Medical College; *and*

(iv) Jinnah Post Graduate Medical College.

(b) **Marriage Allowance to one Daughter of employee.** — Rs.100,000/= (Rupees One Hundred Thousand only) shall be admissible to a GIEDA servant for his/her one daughter marriage during entire service on an application submitted on Form-B, in case of non-payment of marriage allowance to those employees who do not have any daughter, the same amount will be paid to him on retirement or to the legal heir in case of death.

(c) **Funeral Expenses.** — Rs.10,000/- (Rupees Ten Thousand only) shall be admissible to the regular employee on event of death of his/her family members and to legal heirs on event of death of an employee on submission of an application on Form-C.

(d) **Medical Facility.** — Medical facility shall be admissible to an employee for treatment of cancer or heart surgery (by pass) of the employee or family members of the employee as per approval granted by Board on case to case basis from the recognized hospital which are approved by Health Department, Government of Balochistan, on submission of an application on form (Annexure –V).

(e) **Monthly Maintenance Allowance.** — Monthly Maintenance Allowance shall be admissible to widow of a regular employee or invalid employee on submission of an application on Form-D, as per detail given below for the period of 5 years:-

(i)	BPS-01 to BPS-10	Rs.1000/= per month
(ii)	BPS-11 to BPS-15	Rs.2000/= per month
(iii)	BPS-16 and above	Rs.2500/= per month

5. **Right of Appeal.** — If an employee of the Authority is aggrieved by an order passed under rule 3, he may appeal to the Chairman, Board of Directors of GIEDA and in that case the provision of the rules of appeals shall apply mutates mutandis to appeals under these rules.

6. **Sanctioning Authority.** — The Board shall constitute a Committee under Chairmanship of Managing Director to sanction the benefits under Welfare / Benevolent Fund in respect of all employees of GIEDA subject to intimation to the Board in its incoming meeting.

7. **Establishment of Welfare / Benevolent Fund.** — The Managing Director, Gwadar Industrial Estates Development Authority shall establish the Welfare / Benevolent Fund for proper management, the fund shall be operated under joint signature of Managing Director and General Manager Finance G.I.E.D.A.

8. **Investment of Surplus Fund.** — (1) If the amount in the Welfare / Benevolent fund is at any time surplus, the requirement for the purpose of investment, the surplus fund may be invested with the prior sanction of the Investment Committee as follow:-

(i)	The Managing Director	Chairman
(ii)	The Representative of Finance Department Government of Balochistan	Member

(iii) The Director/ General Manager(GIEDA) Member

(iv) General Manager Finance(GIEDA) Member/Secretary

(2) The main function of the Investment Committee shall be to invest the Fund not immediately required for the propose in a Schedule Bank having "AA" credit rating in long term, approved by the committee itself or make other investments as the committee may deem fit and shall attend to such other functions as may be assigned to it by the Board.

(3) The committee shall meet at such place and on such date as the Chairman may direct.

(4) The Board shall evolve its own procedure for the conduct of its business under these rules.

(5) The Chairman and three members of the committee shall form the quorum of a meeting.

(6) All the decisions in a meeting of the committee shall be taken by majority of votes. In case of equality of votes the Chairman shall have a casting vote.

(7) No remuneration shall be admissible to any member or secretary or chairman of the committee.

(8) At the time of maturity of investment period surplus amount of Operational Account shall be again invested in schedule banks by the Committee.

9. **Rate of Contribution.** — The rate of contribution to the Benevolent / Welfare Fund shall be @ 4% (Four Percent) of running basic pay per month from all Regular employees of GIEDA with effect from 1st July, 2015.

10. **Audit.** — The audit of Welfare / Benevolent fund will be conducted as provided under Section 21 of Gwadar Industrial Estates Development Authority Act, 2009¹ (Act No. II of 2009).

BY ORDER OF
GOVERNOR BALOCHISTAN

SECRETARY
INDUSTRIES AND COMMERCE
DEPARTMENT

¹ Balochistan Act II of 2009; passed by the Balochistan Assembly on 30th March, 2009; assented to by the Governor of Balochistan on 7th April, 2009; and published in the Balochistan Gazette (Extraordinary) No. 43, dated 13th April, 2009.

(See **Form** on next page)

FORM-A

{See rule 4 (a)}

**APPLICATION FOR THE FAREWELL GRANT FROM THE
GIEDA BENEVOLENT FUND/ WELFARE FUND**

1. Name of Applicant_____Father's/ Husband Name_____
2. Designation_____Section_____
3. Particulars of Employees_____Gazetted (BPS-) or Non-Gazetted (BPS-)
4. Dated of Retirement/Deceased/Invalidated_____
5. Last Basic Pay drawn_____
6. Account No. of applicant_____Bank Name_____
7. Bank Address_____
8. C.N.I.C No._____Ph:/Mobile No._____

I sate on oath that all the above mentioned information is correct to the best of my knowledge and I will be personally responsible for any wrong statement.

Signature of Applicant

Note:-

- 1.Copy of the CNIC.
- 2.Notification / order of Retirement.
- 3.A copy of attested computerized pay slip.

**Signature & Designation with
Official Seal of the Director (Admn;)**

FORM-B
{See rule 4 (b)}

APPLICATION FOR GRANT OF MARRIAGE ALLOWANCE FROM THE
GIEDA SERVANTS BENEVOLENT FUND / WELFARE FUND

1. Name of Applicant_____
2. Father's/ Husband Name_____
3. Name of Married person_____
4. Date of Birth_____
5. Name of Employees_____
6. Marriage Date_____Date of Registration_____
7. Particulars of Employees_ Gazetted (BPS-) or Non-Gazetted BPS-)
Department_____Branch / Section_____
- Entry in Service _____ and Designation_____
- In-Service Retirement/Deceased/Invalidated_____
8. Bank name & Account No. of applicant_____
- Branch Address_____Branch Code_____

I sate on oath that all the above mentioned information is correct to the best of my knowledge and I will be personally responsible for any wrong statement.

Signature of Applicant

1. Applicant must have at least five years service and have remained subscriber to Welfare / Benevolent Fund for minimum period of four years

2. Nikah Nama registered after more than six months of actual date of marriage will not be considered.
3. Those marriage which take place before entry in GIEDA Service will not be eligible.
4. One Marriage Allowance to one of her Daughter is admissible during entire service.

**Signature & Designation with
Official Seal of the Director (Admin;)**

Ph: No. _____

Note:- Following documents must be enclosed.

1. Attested copies of NIC of Bride and Bride Groom.
2. An Attested copy of Nikah Nama.
3. An Attested Computerized Pay Slip and Service Card of the GIEDA employee.
4. All the applications must be forwarded through administrative Departments.

FORM-C

{See rule 4 (c)}

**APPLICATION FOR THE GRANT OF FUNERAL EXPENSES FROM THE
GIEDA SERVANTS BENEVOLENT FUND / WELFARE FUND**

1. Name of Applicant _____ Father's/ Husband Name _____
2. Designation _____ Section _____
3. Particulars of Employees __Gazetted (BPS-) or Non-Gazetted BPS-)
4. Relation with Deceased _____ Date of Death _____
5. Account No. of applicant _____ Bank Name _____
6. Bank Address _____
7. C.N.I.C No. _____ Ph:/Mobile No. _____

I sate on oath that all the above mentioned information is correct to the best of my knowledge and I will be personally responsible for any wrong statement.

Signature of Applicant

Note:-

1. Copy of the CNIC.
2. Death Certificate
3. A copy of attested computerized pay slip.
4. All the applications must be forwarded through administrative on Section.

**Signature & Designation with
Official Seal of the Director (Admin;)**

FORM-D

{See rule 4 (c)}

**APPLICATION FOR MAINTENANCE ALLOWANCE FROM THE
GIEDA SERVANTS BENEVOLENT FUND / WELFARE FUND**

1. Name of Employee_____
2. Date of Death/invalidation/Retirement_____
3. Date of Entry in to GIEDA Service _____
4. Total length of Service at the time Death/invalidation/Retirement___
5. Post last held at the time of Death/invalidation/Retirement_____
6. Whether the post last held was Gazetted (BPS-) or Non-Gazetted BPS-).
7. Detail of the dependent family members: Name, Age and relation with Government Servant (Succession Certificates may be attached)

8. Detail of property (Details may be attached)_____
9. Amount and date of the pensionary benefit granted by the GIEDA___

10. Reasons for the application with proof_____
11. Date from which contribution to Benevolent Fund / Welfare Fund___
12. Whether the widow has got re-married Yes No
13. Bank name & Account No of widow / Invalid Retire Employee_____
14. Branch Address_____ Branch Code_____

I do solemnly affirm and verify that the contents of the above application are true to the best of my knowledge and belief and that I concealed nothing. I know that the event of making willful deception to this representation of facts, I shall be liable to criminal prosecution.

Name & Signature of Applicant_____

Relation with Government Servant_____

Full Postal Address_____

**CERTIFICATE BY THE HEAD OF OFFICE OF WHERE THE EMPLOYEE
WORKED**

It is certified and assisted that the details furnished above were correct according to the record available in this office. The case is recommend for sanction of applied grant as admissible under Benevolent Fund Welfare Fund Rules.

Signature_____

Name_____

Stamp_____

Note: - Following documents must be enclosed.

1. Attested copies of C.N.I.Cs of Spouse (Widow).
2. Attested Pension Book of the GIEDA employee.
3. Affidavit of the widow regarding no re-marriage.

4. Attested copy of Death Certificate.
5. Medical Invalid Certificate issued by the Medical Board in case of Invalid Retirement.

FORM OF NOMINATION

FORM-E

{See rule 2 (1)}

When the subscriber has a family and nomination the member thereof

I hereby nominate the person mentioned below who is a member of my family as defined in section 9 of the Gwadar Industrial Estates Development Authority employees Welfare/Benevolent to receive the amount that may stand to my credit in the employees Welfare/ Benevolent Fund, in the event of my death occurring before that amount has become Payable or has been paid:-

S. No.	Name and Address of Nominees	Relationship with subscriber	Age

Dated this _____ day of _____ 20____

Signature of subscriber _____

Name, address signature of at least two witnesses.

1. _____

2. _____