

THE PROVINCIAL EMPLOYEES GROUP INSURANCE
RULES, 2007

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RULES

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NOTIFICATION

[24 January, 2008]

No. FD (W.O) X-9/ 2007/26-325/. In exercise of the powers conferred by Section 17 of the Provincial Employees Group Insurance Ordinance, 20072, (Balochistan Ordinance No. XII of 2007) the Government is pleased to make the following rules, namely: —

1. Short title and commencement.— (1) These rules may be called the Provincial Employees Group Insurance Rules, 2007.

(2) They shall come into force at once.

2. Definitions In these rules, unless there is anything repugnant in the subject or context, "Board" means Board of Trustee under section 4 of the Ordinance.

"Ordinance" means the Provincial Employees Group Insurance Ordinance, 20077;

"Form" means forms annexed to these rules;

"Secretary" means the Secretary of the Board; and

"Schedule" means schedule annexed to these rules.

3. Meeting of the Board = (1) The meeting of the Board shall be held at Quetta after every two months.

(2) An extraordinary meeting of the Board may be called at any time by the Chairman to consider any urgent matter.

4. Duties of the Secretary. — (1) All decisions of the meetings of the Board shall be recorded in a minute book to be maintained by the Secretary.

(2) Subject to the general control and supervision of the Board, the Secretary shall be responsible for—

- (a) the conduct of correspondence on behalf of the Board;
- (b) the maintenance of all records of the Board;
- (c) the presentation of the budget for each financial year to the Board;

1 Rules issued by the Finance Department, Government of Balochistan vide its Notification No. FD (W.O) X-9/2007/26-325, dated 24 January, 2008; published in the Balochistan Gazette (Extraordinary) No. 12-A, dated 2nd January, 2008; saved under section 2 of the Balochistan Provincial Employees Group Insurance Act, 2009 (Baln. Act X of 2009). See the Balochistan Gazette (Extraordinary) No. 135, dated 3 September, 2009.

This Ordinance was promulgated by the Governor of Balochistan on 15th August, 2007; published in the Balochistan Gazette (Extraordinary) No. 100, dated 3 September, 2007.

Being an ordinance made within 90 days before the Declaration of Emergency on 3rd November, 2007, it was given permanence by the Provisional Constitution Order No. I of 2007 and validated by a decision of the Supreme Court of Pakistan No. 87 & 88 of 2007; later through another decision passed on 31st July, 2009, by the Honorable Supreme Court in C.P. No. 9 of 2009, it was decided that the same required approval of the Provincial Assembly within the period as prescribed in Article 128 of the Constitution of Pakistan, 1973, from the date of judgment. Now, it was repealed and replaced by the Balochistan Provincial Employees Group Insurance Act, 2009 (Baln. Act X of 2009); passed by the Provincial Assembly of Balochistan on 20th October, 2009; assented to by the Governor of Balochistan on 28th October, 2009; and published in the Balochistan Gazette (Extraordinary) No. 135, dated 3 September, 2009.

November, 2009, S. 19.

(d) the preparation of the agenda and all matters ancillary to the meetings of the

Board; and

(e) the performance of such other functions as may be assigned to him by the Board.

5. Payment of subscriptions or premia in default— (1) Where the amount of

subscription to the Insurance Fund cannot, for any reason, be deducted from the pay of an employee the employee shall—

(a) in case he is serving abroad, remit the amount to the Group Insurance Fund.

(2) any amount of subscription to the Insurance Fund remaining unpaid due to inadvertence or negligence of the employee or otherwise shall, upon a direction in writing of the Board, be deducted, by the A. G. Office/ Treasury/ DAO from the salary of such employee.

(3) where the Board as the case may be, upon a request being made in writing by the employee finds that deduction of the amounts remaining unpaid will result in any hardship to the employee, the amount may be deducted in such number of installments, not exceeding twelve, as the Board may decide.

(4) If an employee is removed or dismissed from service as a result of misconduct or disciplinary proceedings the Board may consider to grant him an amount not exceeding Rs. 50,000/- keeping in view the nature of charges.

6. Nomination of beneficiaries of the sum assured.— (1) Every employee shall make a nomination conferring on one or more members of his family the right to receive a specified share of the sum assured that may be payable to him.

(2) The employee may provide in the nomination—

(a) that, in the event of any one of the nominees pre-deceasing the employee, the right conferred upon that nominee under sub-rule (1) shall pass to such other member or members of the employee's family as he may specify in the nomination; and

(b) that the nomination in respect of all or any of the nominees shall become void in the event of the happening of any contingency specified therein

(3) Every nomination shall be in Form "A"

(4) An employee may at any time cancel a nomination made under sub-rule (1) and make a fresh nomination.

(5) A nomination under sub-rule (1), or a fresh nomination under sub-rule (4), made by an employee as the case may be, shall be signed by the head of the office and returned to the employee, one copy shall be placed in the record of the Board and one copy be maintained by the department concerned.

(6) A nomination under sub-rule (1), or a fresh nomination under sub-rule (4), made by an employee shall, to the extent it is valid, take effect on the date on which it is received by the department to whom it is sent under sub-rule (5).

(7) The orders for the grant of sum assured for the deceased in case of the payment to the person receiving pension of the deceased shall be issued by the Secretary of the Board.

7. Submission of application for Insurance grant, etc.— (1) On the death of an employee during the continuance of his employment or on his retirement, the head of the office/department of such employee shall forward through the head of the department, in Form 'B' to the Board within 30 days for payment of the sum assured in accordance with the rules.

(2) When an employee is declared by the medical authority to have been completely incapacitated physically or mentally to discharge the duties of his employment and is, for that reason, removed from service, the head of the office of such employee shall forward, through the head of the department, an application in Form 'B' to the Board for payment of the sum assured.

8. Payment of Sum Assured.— The Board shall directly pay to the family member(s) of a deceased employee, a sum specified in column 2 of the First Schedule, as sanctioned under section 10 of the Provincial Employees Group Insurance Ordinance, 2007!.

9. Accounts of the Provincial Government Employees Group Insurance Fund shall be operated under joint signatures of Secretary of the Board and one member to be authorized by the Board.

10. Order for payment of the sum assured in case of deceased shall be issued in favour of the recipient of the pension. If no objection is received by the Board within 30 days of receipt of such orders the Board shall make payment to the recipient of pension of the deceased.

11. Relaxation.— Any of the provisions of these rules may for reasons to be recorded in writing be relaxed in individual cases by the Government.

SECRETARY FINANCE

(See Schedule on next page)

1 See footnote under section 2.

SCHEDULE

(See Section 14)

GROUP INSURANCE

The rate of contribution to the Provincial Employees Group Insurance Fund and the amount of sum assured to be paid to the employees or to the family of an employee, with effect from 1* July, 2012, shall be as under:-

GRADE OF GOVT: ASSURED SUM ON MONTHLY
SERVANT RETIREMENT/Death. DEDUCTION OF
REMIUM

(in rupees)

BPS 01-04 120,000 162

BPS 05-10 150,000 220

BPS 11-15 250,000 340

The sum assured will be paid to employee or his family at the time of retirement or death according to his last Pay Scale/Grade. In case employee has been promoted after his retirement/death the differential amount shall be paid according to the revised grade/pay subject to payment of difference in premium.

GRADE OF ASSURED SUM ON_ | ASSURED SUM ON MONTHLY

GOVT: RETIREMENT DEATH W.E.F DEDUCTION OF

SERVANT 01-07-2010 REMIUM FOR
INSURANCE
COVERAGE ON
RETIREMENT/DEAT
H (in rupees)

BPS 20 & 1,000,000 1,250,000 1,100
above

2. Above mentioned sum assured would be admissible to an employee or the legal heirs of an employee of Government of Balochistan in case of retirement or death of the employee during employment.

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GRADE OF ASSURED SUM ON ASSURED SUM ON MONTHLY
GOVT: RETIREMENT DEATH W.E.F DEDUCTION OF
SERVANT 01-07-2010 REMIUM FOR
INSURANCE
COVERAGE ON
RETIREMENT/DEAT
H (in rupees)

fase | moe | ew |e
fsese | ioe | man |
fasiv | soe | osm | we
a

1,000,000 1,250,000 1400
shove

2. Above mentioned sum assured would be admissible to an employee or the legal heirs of an
employee of Government of Balochistan in case of retirement or death of the employee during
employment.

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FORM 'A'
{See Rule 6}

Full Name of the Employee.

Father's/Husband Name

Computerized National Identity Card No.

Designation

Grade/BPS Dated

Service/Department

I hereby nominate the person/persons mentioned below who is/are member/members of my family as defined in section 2 of the Provincial Employees Group Insurance Ordinance, 2007 to receive the Govt. sum assured in the event of my death.

Name of nominee/nominees Relation Age Specification of share Remarks

Dated.

Signature of the employee

)

Thumb impression of the employee.

SIGNATURE AND SEAL OF
THE HEAD OF OFFICE

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FORM 'B'
(See Rule 7)
PART-1

TO BE EXECUTED ON A NON JUDICIAL STAMP PAPER WORTH RS.100/= AND
ATTESTED BY NOTARY PUBLIC WHO SHOULD ALSO AFFIX RS. 15/= NOTORIAL

STAMPS

Claim No. of the employee

1. (a) Name of the Deceased/Retired employee

(b) Father's/Husband's Name

(c) Designation

(c) Department

(d) Head of Office

(e) Station/Place of last posting

(f) Postal Address

(g) BPS/Grade Sum Assured

(h) Date of Retirement Date of Death
as per Notification/order No. Dated

(i) Name of applicant (in case of death of employee)

Relationship of pensioner with deceased

(j) Bank Account Number of Applicant Bank Name

Branch CodeNo. Branch Address

2. Pay per month i.e.:0e see eeees

3. Date of removal from service on account of

a) Incapacitation

b) Retirement

c) Death during service

4. Name/Names of nominee/nominees (Nomination required both in death and invalid cases)

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Name Age Relationship Specification of share

- (a)
- (b)
- (c)
- (d)
- (e)
- (f)

5. The above particulars of retired/deceased employee of Government of Balochistan have been verified from his personal record and it is certified that this claim is genuine.

6. Address of nominee(s) of the deceased or incapacitated employee where correspondence can be made. (In death cases where there is no nomination similar particulars of eligible dependent may be given).

7. Branch of National Bank of Pakistan nearest to the residence of beneficiary/beneficiaries.

8. Period for which contributions to Group Insurance Funds were not paid

9. The above particulars of retired/deceased employee of Government of

Balochistan verified from his personal record and it is further certified that this claim is genuine.

Dated. ()

Signature of the employee

SIGNATURE & SEAL OF
HEAD OF THE OFFICE

SIGNATURE & SEAL OF

HEAD OF THE DEPARTMENT

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PART II of Form “B”

Following Documents must be submitted with Claim:

- (a)
- (b)
- (c)
- (d)
- (e)

Annex 'A'.— A copy of last pay certificate by the Head of the Office.

Annex 'B'.— Attested Photostat copy of the page of service book/document showing date of death.

Annex 'D'.— (Death cases only). Copy of death certificate duly attested by the Head of office or death Order/Notification treating the death.

Annex 'E'.— (Invalid Cases) A copy of the Invalid Certificate issued by the Standing Medical Board duly attested by the Head of the Department.

Annex 'F'.— Nomination form duly attested by the Head of Office (Form-A).

PART If of Form "B"
CERTIFICATES BY THE HEAD OF DEPARTMENT

Certified that Mr./Mst: S/o/D/o/W/o

Designation Department employee

is/ was neither a contingency work charged employee nor a deputationist from any Provincial Government/ Federal Government. In case of a deputationist within this Provincial Government the claim will be processed by his parent Department.

It is certified that the above claim has been preferred for the first time and was not sent previously.

Dated:

SIGNATURE & SEAL OF
HEAD OF THE OFFICE

SIGNATURE & SEAL OF
HEAD OF THE DEPARTMENT