

TO BE PUBLISHED IN THE GOVERNMENT OF BALOCHISTAN
EXTRA-ORDINARY ISSUE OF SERVICES AND GENERAL ADMINISTRATION DEPARTMENT
BALOCHISTAN GAZETTE - (BENEVOLENT FUND SECTION)

Dated Quetta, the 08th September, 2020.

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NOTIFICATION

NO.S&GAD(B.F)6-1/2020/695-795: In exercise of the powers conferred by Section 17 of the Balochistan Government Employees Benevolent Fund Act, 2018 (Balochistan Act No. XV of

2018), the Government of Balochistan is pleased to make the following Rules, namely:-

1. Short Title and Commencement. (1) These Rules may be called the Balochistan Government Employees Benevolent Fund (Disbursement) Rules, 2020.

(2) It shall apply to every employee of the Provincial Government wherever he may

be.

(3) It shall come into force at once.

2. Definitions:- (1) In these Rules, unless there is anything repugnant in the subject or context:-

(a) "Act" means the Balochistan Government Employees Benevolent Fund Act, 2018;

(b) "Assets" mean the assets of the Benevolent Fund acquired or developed through the benevolent fund or granted to the Fund;

(c) "Assistant Fund Manager" means the Assistant Fund Manager of the Fund Management Unit of Finance Department, established under the Rules of Business of Government of Balochistan, 2012

(d) "Board" means the Board of Management as set up under section 4 of the Act;

(e) "Government" means the Government of Balochistan;

(f) "Provincial Government Employees Benevolent Fund" means the Balochistan Government Employees Benevolent Fund established under section 10 of the Act; and these rules.

(g) "Retired Government Employee" means and includes an employee who opts to retire after completing 10 years pensionable service or 25 years qualifying service or who has attained the age of superannuation;

(h) "Department" means the Services and General Administration Rules (S&GAD) Government of Balochistan; and
Section Officer

(i) "Death" means death of employee during the service/employment;

(j) "Direct Credit System" means a system of online transfer of amount from bank account of the Benevolent Fund to the bank account of the beneficiary;

(k) "Family" means,

(i) in the case of a male employee, the wife or wives, and in the case of

female employee the husband of the employee;

(ii) parents, sisters and minor brothers, if residing with and wholly dependent

upon him or her;

(iii) legitimate children and step children less than twelve years old;

(iv) legitimate children and step children not less than twelve years old, if

residing with and wholly dependent upon him or her;

(1) "Schedule" means schedule appended with these rules;

(m) "Shaheed" means an employee who has been declared Shaheed by the Government of Balochistan, Home & Tribal Affairs Department after an incident

of terrorism;

(n) "Funeral Charges" means the funeral charges, as prescribed by these rules; and

(o) "Maintenance Allowance" means Maintenance Allowance as prescribed by these rules.

(2) Terms and expressions used but not defined in these rules shall have the same

meaning as defined in the Act or any other Rules framed under the Act.

3. Composition of the Board:- (1) The Board of Management for the Balochistan

Government Employees Benevolent Fund is comprising of the following:-

1. Secretary,
Government of Balochistan,
Services and General Administration Department, Quetta.

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Secretary,
Government of Balochistan,
Finance Department, Quetta.

3. Secretary,
Government of Balochistan,
Law and Parliamentary Affairs Department, Quetta.

4. Secretary,
Government of Balochistan,
Secondary Education Department, Quetta.

Additional Secretary (Admn:),

Services and General Administration Department, Quetta.

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6. Deputy Secretary (Admn:),
Services and General Administration Department, Quetta.

I President, Balochistan Officers Welfare Association (B-16 & above)

8. President, Civil Secretariat Staff Association (B-1 to B-15)

9. Section Officer (Benevolent Fund),

Services and General Administration Department, Quetta.

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Chairman

Member

Member

Member

Member

Member

Secretary

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(2) In case of absence of a Secretary of a department, an officer not below the rank of

Deputy Secretary (BPS-18) shall represent the Department.

4. Function and powers of the Board. The Board shall have the following powers: -

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

5. Duties of the Secretary:- (1) All decisions of the meetings of the Board shall/be recorded in writing in the form of minutes of the meeting, to be signed by each member of the

Board, and be maintained by the Secretary.

(i) Subject to the general control and supervision of the Board, the Secretary

responsible for:-

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

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to settle claims for Lump Sum Payment under the Act and all matters connected with such claims;

to sanction grant from the Benevolent Fund to the employees or their families in accordance with the provisions of the Act and the rules made there under;

to do or cause to be done all acts and things necessary for the proper administration and management of the moneys or properties in the Benevolent Fund;

to sanction expenditure connected with the administration and management of the Benevolent Fund;

to make arrangement for the Lump Sum Payment to the employees to give effect to the provisions of the Act;

to invest moneys held in the Benevolent Fund in profitable ventures;

to appoint or employ such persons as it considers necessary for the efficient performance of its operations on such terms and conditions as may be prescribed by the rules; and
to do or cause to be done all things ancillary or incidental to any of the aforesaid powers or to the purposes of the Benevolent Fund.

compilation and maintenance of assets and liabilities of the Fund;
maintenance of records of amount deducted and subsequently disbursed to the Fund Management of the Finance Department;

preparation and presentation of budget of the Fund for each financial year to the Board; in consultation with the Assistant Fund Manager of the Finance Department.

receiving of application forms from the pensioners, verifying the documents and compiling employee and scale wise lists of beneficiaries for presentation to the Board for approval;

ensuring that the admissible amount payable to the employees or their families have been transferred to their accounts accordingly;

annual review of the amount of monthly contribution from the employees and amount of disbursement at the time of retirement or death in consultation with the Fund Management Unit;

preparation of annual accounts including details of investments, assets and

liabilities, getting it audited and its presentation to the Board in liaison

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(h) preparation of a control check list for the documents required from the

pensioners or their families for submitting application for withdrawal of Benevolent Fund amount;

(i) develop a data base of the pensioners who have been paid the amount of Benevolent Fund;

G) preparation of the agenda and all matters ancillary to the meetings of the Board; and

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

6. Payment of Subscriptions by Employees:- (1) Where the amount of subscription to

the Benevolent 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 Benevolent Fund through cross cheque/online in favour of Balochistan Benevolent Fund Account maintained in a scheduled Bank;

(b) any amount of subscription to the Benevolent 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 Accountant General Office/Treasury/District Accounts Officer from the salary of such employee; and

(c) where the Board, as the case may be, upon a request being made in writing by the employee finds that deduction of the amounts (as per Schedule-I) remaining unpaid will result in any hardship to the employee, the amount

may be deducted in such number of installments, not exceeding eight, as

the Board may decide.

(2) An amount, at the rate provided in Schedule-I, shall be deducted from the Basic

Pay of employees on monthly basis, as defined in these rules.

(3) The amount of subscription paid shall at first instance be recovered in the Pulp Account of Government of Balochistan and shall be forwarded to the Balochistan Emplo

Benevolent Fund Account by the Accountant General on monthly basis.

7. Payment of Lump Sum Benevolent Fund:- (1) At the time of retirement, death Shahadat of an employee, the Benevolent Fund shall be paid to the employee on the last substantive pay scale at the time of retirement or death including death due to Shahadat according to the rates specified in Schedule-II to these rules according to an average service

period of thirty years,

mises before reaching superannuation period

proportion to the period he

Provided that, if a person earlier de
and is not declared Shaheed, he shall be paid the amount in

f would have served if he had reached the superannuation period,

Provided further that an employee, who is deceased during service and is declared

Shaheed, full amount of return shall be paid to his family irrespective of the years he had
served in service.

Explanation:- the rates provided in Schedule-II are based on a thirty years'

service period, that is, if the total number of years served by an employee are less than or
more than thirty years, he/she shall be paid proportionate amount of the admissible
amount of return as calculated.

(2) All the payments shall be made through direct credit system, preferably in the pension
account of the pensioners or to their families.

8. Submission of Application for Lump-sum Payment from Benevolent Fund:- In case
of retirement, death or Shahadat of an employee, the head of the Administrative Department of
such employee shall forward the case to the Board through Secretary to the Board for payment of
the amount assured in accordance with the rules.

9. Payment of Lump-Sum Amount:- The Board shall approve a lump-sum amount as
specified in the Schedule "II" to the employee on his retirement, death or Shahadat during
service, on an application submitted through his Administrative Department.

10. Grant of Monthly Maintenance Allowance to the Widows of Deceased including

employee deceased or Shaheed during service, till the widow is alive or remarried, on fa'
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application submitted through the Administrative Department concerned.

A. Section ffice "|
Benevolent Func,

(2) The Widows of deceased / Shaheed employees shall be paid a monthly maintena
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allowance according to the rates provided in Schedule-IV to these rules:

Provided that, the monthly maintenance allowance shall be paid through direct credit
system only. |

11. Order for payment of the sum assured in case of deceased shall be issued in favour of the recipient of the pension or the nominees as the case may be. If no objection is received to the Board within 30 days of receipt of such orders, the Board shall make payment to the recipient of pension of the deceased.

12. Funeral Charges:- A sum not exceeding to Rs. 20,000/- to a Government employee from BPS-1 to BPS-15 on death of himself/herself as well as a family member of his/her family.

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Payment of Lump Sum amount to already Retired Employees:- (1) The pensioners of the Balochistan Government shall be paid a lump sum amount according to the rate of disbursement as provided in Schedule-III to these rules, from the year the deduction of

contribution against Benevolent Fund from the salaries of the employees was made mandatory.

(2) The Fund Manager shall devise a plan of payment, according to the available balances

on the Fund and expected future contributions in to it, and get it approved from the Board.

(3) The payment plan shall include the time line for payment, documents required in accepting application for disbursing the Benevolent Fund amount and the method of payment to the pensioners.

14. Budget of the Benevolent Fund:- The Secretary of Board, in consultation with the Assistant Fund Manager shall prepare annual budget estimates for the expected disbursement during a financial year, the expected return on investments and operational costs of the fund

during the year, and present the budget to the Board for review and approval.

15. Investments:- (1) The Assistant Fund Manager shall be responsible for the management of the investments of the Benevolent Fund with due diligence and care and shall carry out /

appropriate risk assessments before making any investments. .

(2) Any investments shall be made with the approval of the Benevolent Fund Investment Committee, presented to it in form of proposals and risk assessments. The decisions of the committee shall be written in form of minutes duly approved by the Committee.

(3) The Fund Management Unit shall develop an investment policy which shall be approved by the Investment Committee and subsequently presented to the Board for approval.

The investment policy shall emphasize on investing in a portfolio of investments and shall

provide for risk management and risk mitigation policies and procedures, accounting and auditing procedures, criteria of investments and intervals of holding of meetings of /I

Committee.

(4) The Investment Committee shall consist of the following;

(i) Secretary to the Government of Balochistan Chairma
Services and General Administration Department
Quetta

(ii) | Secretary to the Government of Balochistan Member

Finance Department, Quetta

(iii) | Additional Secretary, Member
Services and General Administration Balochistan
Quetta

J. (iv) Additional Secretary (Resources/Fund), Member
J Finance Department, Government of Balochistan

Quetta

(v) Deputy Secretary (Admn:), Member
Services and General Administration Balochistan

Quetta

(vi) Assistant Fund Manager, Member
Finance Department, Government of Balochistan
Quetta

(vii) Section Officer (B.F) Secretary

Services and General Administration Department
Quetta

16. ___Repeal:- The Balochistan Government Employees Benevolent Fund, (Disbursement)

Part-1 Rules, 1982 and the Balochistan Government Employees Benevolent Fund,

(Disbursement) Part-II Rules, 1982 are hereby repealed.

SECRETARY, S&GAD/
CHAIRMAN OF THE BOARD

To,

The Chief Controller,
Government Printing and Stationery Department,
Balochistan, Quetta.

NO. EVEN. & DATED. EVEN.

Copy forwarded for information to: -

Additional Chief Secretary (Dev:) P&D Department, Government of Balochistan, Quetta

The Principal Secretary to Governor Balochistan, Quetta.

The Principal Secretary to Chief Minister Balochistan, Quetta.

The Senior Member Board of Revenue Balochistan, Quetta.

All the Administrative Secretaries, Government of Balochistan, Quetta.

The Chairman, Chief Minister Inspection Team, Quetta

The Chairman, Balochistan Public Service Commission, Quetta.

The Registrar High Court of Balochistan, Quetta.

The Accountant General Balochistan, Quetta.

. The Secretary, Provincial Ombudsman (Mohtasib) Balochistan, Quetta.

The Secretary, Provincial Assembly Balochistan, Quetta.

The Additional Secretary to Chief Secretary Balochistan Quetta.

. The Director General, Public Relations Balochistan, Quetta with the request to please
publish in the local leading newspapers as a news item.

14. All the Heads of Attached Departments in Balochistan, Quetta.

15. All the Commissioners in Balochistan .

16. All the Deputy Commissioners in Balochistan :

17. All the Deputy Secretaries/Under Secretaries and Section Officers in S&GAD

18. The Additional Secretary (Legis), Government of Balochistan, Lay-

letter No. Legis: 4-208/Law/2019/545 dated 29"" January, 2020,

19. PS to Chief Secretary, Balochistan, Quetta.

20. PS to Secretary S&GAD, Quetta.

21. Master File.

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jo Schedules

(see rule 2(1))

Schedule I

(see rule 6)

Rate of Contribution from the Employees

An amount f ;

at the rate of 10% Per month on the initial basic pay in each pay scale of an employee shall be deducted every month

Schedule II

Ss . (see rule 7)

ubstantive Scale Wise Amount of Lump Sum Payment to the Retiring Employees

Proposed Amount of Return

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2 460,000

5 530,000

6 550,000

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SCHDULE iii
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Schedule IV

[see rule 10(2)]

Scale Wise Monthly Maintenance Allowance

Government Servant Basic Pay Scale Rate of Monthly Maintenance Allowance

for the Widows of Deceased Pensioners

Rs. 5,000/- per month

1. BPS-1 to BPS-10

2. BPS-11 to BPS-15 Rs. 7,000/- per month

3. BPS-16 and BPS-17 Rs. 9,000/- per month

4. BPS-18 and BPS-19

5. BPS-20 and above

Rs. 11,000/- per month pak

Rs. 13,000/- per month ISG

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