

**THE PUNJAB POPULATION WELFARE DEPARTMENT
BENEVOLENT FUNDS RULES, 2005**

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**GOVERNMENT OF THE PUNJAB
POPULATION WELFARE DEPARTMENT**

BENEVOLENT FUNDS RULES, 2005

NOTIFICATION

[7th April, 2006]

NO .SO(B)1-19/2005. In exercise of the powers conferred by section -7 of the Punjab Benevolent Funds Ordinance 1960, the Governor of Punjab is pleased to make the following rules, namely;-

**THE PUNJAB POPULATION WELFARE DEPARTMENT BENEVOLENT
FUNDS RULES, 2005**

CHAPTER -1 PRELIMINARY

- 1. Short title, commencement and application-** (1) These Rules shall be called "The Punjab Population Welfare Department Benevolent Funds Rules, 2005"
 - (2). They shall remain in force w.e.f.31-12-1975 to 30-06-2002
- 2. Definitions.-** In these rules, unless there is anything repugnant in the subject or context:
 - (a) "Department" means the Population Welfare Department, Government of the Punjab.
 - (b) "Secretary" means Secretary to Government of the Punjab Population Welfare Department.
 - (c) "Controlling Officer" means the Director General, Population Welfare, Punjab.
 - (d) "Employee" means an employee whosoever was in regular service of the Department on 31st December, 1975 but does not include;
 1. (a) person whosoever was on deputation to the Department from the Federation or a Province or any other agency; or
 2. (a) person whosoever was employed on contract basis or on work-charge or on part-time basis
 3. (a) person who join the department as regular employee after 30-06-2002.
 - (e) The person who joined the department as regular employee after 30-06-2002 shall be treated under:-

"The Punjab Government Servant Benevolent Fund, Part -1 (Disbursement) Rules, 1965 and the Punjab Government Servant Benevolent Fund, Part - 11(Disbursement) Rules, 1966."
 - (f) "Family" in relation to an employee means his or her;
 - a. wife or wives or husband as the case may be;
 - b. legitimate children and step children more than 12 years old, if
 - c. legitimate children and step children more than 12 years old, if residing with and wholly dependent upon him or her;
 - d. parents sister and minor brother, if residing with and wholly dependent upon him or her;
 - (g) "Board" means the Punjab Population Welfare Department Employee Benevolent Fund Board;
 - (h) "Funds" means the Punjab Population Welfare Department Employee Benevolent Fund;
 - (i) "Account" means the Punjab Population Welfare Department Employee Benevolent Fund;

- (j) "Rules" means the Punjab Population Welfare Department Employee Benevolent Fund Rules, 2005;
- (k) Head of Office means Director General in the case of employee of Provincial Headquarter, District Population Welfare Officer in the case of employee of District Population Welfare Office and employee under his control, Chief Medical Officer /Medical Officer /in charge in the case of employee of Family Health Clinic.
- (l) "Authorized Medical Attendant" means as defined under Rule 2 of the West Pakistan Government Servant (Medical Attendance) Rules,1959; and
- (m) "Pay" means the monthly amount drawn by the employee
- I. Basic pay; and
 - II. The pay, other than special pay granted in view of his /her personal qualification, which has been sanctioned for a post held by him/her substantively or in officiating capacity or to which he is entitled to by reasons of his/her position in cadre; an
 - III. Overseas pay, technical special pay and personal pay; and
 - IV. Any other emoluments which may be specially classified as pay by the Competent Authority.
- (n) "Chairman" means the Secretary to Government of the Punjab, Punjab Population Welfare Department.

CHAPTER –II

3. Contributions.- The Employee, who contributed towards the Funds during the period w.e.f.31-12-1975 to 30-06-2002, is entitled to the amenities under these rules

4. Fund.- The realization of contributions received by the Benevolent Funds Board of the Department shall be pooled and kept in a separate account known as the "Fund", maintained by the Secretary to Government of the Punjab, Population Welfare Department/Project Director, Population Welfare Programme.

5. Concessions.- The following grants from the Fund shall, subject to the provisions of these rules, be admissible to the eligible employees who were subscribers to the funds or their families, as the case may be;

(A) Monthly Grants

- a) A monthly grant will be provided at the rates given against the pay scales subject to the following conditions;
- 1) For ten (10) years if he/she is invalidated during service before retirement, or to the widow/members of his/her family ,if he/she dies during service before retirement.
 - 2) For three years to the widow or widower of his /her family, if he/she dies within two years of after his /her retirement.

<u>PAY SCALE</u>	<u>AMOUNT</u>
BS-1-4	RS.1000/-PM
BS-5-10	RS.1100/-PM
BS-11-15	Rs.1300/-PM
BS-16	Rs.1600/-PM
BS-17	Rs.1800/-PM
BS-18	Rs.2000/-PM
BS -19	Rs.2300 /-PM
BS-20	Rs.27000/-PM

(B) Marriage Grant

- a) A marriage grant will be provided for marriage of only one daughter in the following manner;
- I. to the family of a retired employee in Rs.6000/-
case his /her death occurs within 15 year
of retirement for the un-expired period
of 15 years from the date of retirement:
 - II. to the family of employee who dies while

	in service with no time limit	Rs.6000/-
III.	To invalidated Category –A)/retired Employee for 15 years from the date of the retirement.	Rs.6000/-
IV.	In case of his/her death within 15 years of retirement, to his/her family. Rs.6000/-	

(C) Funeral Grant

- a) A grant of Rs.3000/-for the funeral expenses of an employee or of dependant member of his/her family will be the provided.

Note:- These rates of Marriage Grant, Funeral Grant and Monthly Grant shall be effective from 31-12-1975 to 30-06-2002. No liabilities except mentioned above shall be claimed under these rules.

6. Constitution Of The Board Of Management.-

- There shall be a Board of the Management for the “Fund” which will comprise:
- Secretary to the Government of the Punjab, Population Welfare Department (Chairman).
- Director General, Population Welfare Punjab (Vice Chairman).
- Additional secretary, (A&F), Government of the Punjab Population Welfare Department (Member).
- Deputy Secretary, Government of the Punjab, Finance Department, (Member).
- Deputy Secretary, Government of the Punjab, Regulation Wing, S&GAD (Member)
- Deputy Secretary, Government of the Punjab, Population Welfare Department (Finance).

7. Secretariat of the Board of Management.- Secretariat of the Board will be established in the Secretariat of the Population Welfare Punjab Department. The Deputy Secretary (finance) to Government of Punjab, Population Welfare Department will act as Secretary to the Board.

8. Meeting of the Board.-

- Meeting of the Board shall be held quarterly. However, Chairman may call it any appropriate time and date.
- The Chairman and any two members of the Board shall form quorum of the meeting.
- Decisions of the Board shall be taken by the majority of vote.
- All the decision of the Board shall be recorded by the Secretary and in his absence by such other member of the Board as may authorize in this behalf by the Chairman.

9. The secretary to the Board of Management shall be responsible to

- Conduct the correspondence on behalf of the Board.
- Maintenance of record of the Board.
- Disbursement of the money from fund.
- Maintenance of accounts.
- Preparation of the agenda of the meeting of the Board and giving advance notice of such meetings to the members of the Board.
- Performance of such functions as may be desired by the Chairman.

10. Remuneration.- The Chairman & Members of the Board shall not be the entitled to any remuneration or honorarium for attending the meetings of the Board or performing any other functions as the Chairman or members of the Board.

11. Custody of money.- All money constituting the fund shall be the kept in Bank account in the name of Chairman of the Board.

- 12. Withdrawals.-** The Population Welfare Board of Management may invest such amount constituting the "Fund" as are not required for immediate expenditure, in any of the securities or may place them in fixed deposit with scheduled Banks.
- 13. Payments.-** The account shall be kept in Pakistani rupee and all payments from it shall be made in Pakistani rupee.
- 14. Grant.-** Individual grant from the fund shall be drawn by the person in whose favor such grant is sanctioned on a simple receipt by quoting number and date of sanction.
- 15.** The "Board" may in special circumstances and for reason to be recorded in writing, enhance the amount of the grants specified in Rule-5, above on case to case basis.
- 16.** The "Board" may introduce scheme for granting loans and advances to government servants on such terms as it may decide
- 17.** (1) the grants specified in Rules, 5 above shall be sanctioned by the "Board".
(2) In case of urgency, the Chairman of the "Board" may sanction a grant under Rule-5 ibid provided that the order sanctioning such grant shall be submitted to the "Board" as soon as possible for its **EX POST FATCO** approval /sanction or through circulation.
- 18.** Notwithstanding anything contained in these rules, the "Board" may make a special grant to a Government servant or a member of his family in case of extreme financial distress which is not occasioned on account of actions or omissions on part of the Government servant himself.
- 19.** The benefits admissible under these rules to a Government servant or his/her family as the case may be shall become admissible immediately after the Government servant has made his/her first contribution to the Fund.
- 20.** An application for a grant under these rules, shall be made to the Chairman of the Board in the form set out in Appendix-A and shall be submitted by the applicant through the head of Office in which such Government servant was employed at the time of his/her retirement ,death or invalidation during service before retirement.
- 21.** Where a grant under these rules has been sanctioned in favor of a widow/widower, such grant shall be subject to the condition that the widow/widower does not remarry. Such widow/widower shall after every six months furnish to the Board a certificate in the form set out in Appendix-B duly attested by the Head of Office .On remarriage of the widow/widower during the period of such grant, the grant shall be transferred /paid to minors through
- 22.** If a Gazette Government servant quits the government service for one reason or the other or is forced to leave government service, he shall not be entitled to refund of the contribution made by him towards the Fund during the period of his/her service.
- 23.** An Employee shall not be entitled to the concessions prescribed in Rule 5, above unless he actually holds the relevant post at the time of his/her death or at the time of his/her retirement or invalidation during service before retirement .
- 24.** The Chairman Board may, for reason to be recorded in writing, relax any of these rules in any individual case.
- 25.** All Benevolent Fund payments made to the beneficiaries before the promulgation of these rules shall be deemed to have been made under these rules.