

**PUNJAB EMPLOYEES SOCIAL SECURITY INSTITUTION
SOCIAL SECURITY (PAY SCALES AND ALLOWANCES)
REGULATIONS, 2002**

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1. The scheme of Pay Scales and Allowance shall be applicable to all PESSI employees w.e.f. 01.12.2001.
2. Selection Grade and move over in old Pay Scales admissible up to 30.11.2001 will be discontinued w.e.f. 01.12.2001. However, the pay of those already granted Selection Grade shall be fixed in the group mentioned at (**Annexure-“B”**).
3. The Annual Increment in the Pay Groups shall occur on the 1st day of Dec, following the completion of at least six months of such service at the relevant stage in the pay group.
4. The pay scales of the groups as at (**Annexure-“A”**) shall be applicable to the employees of PESSI as mentioned against each category of employees as at (**Annexure-“B”**).
5. Any amendment in the pay scales/pay groups and allowances shall be made with the approval of the G.B. PESSI.
6. An anomaly committee shall be constituted by the Commissioner PESSI to resolve the anomaly, if any, arising in implementation Proposed Scheme of Pay and Allowances.
7. The following allowances paid up to 30.11.2001 shall cease to be payable w.e.f. 01.12.2001.
 - a. Cost of living allowance to BS-1 to BS-22 @7% of Basic Pay.
 - b. Adhoc relief of Rs.300/- P.M. and Rs.100 P.M. to BS-1 to BS-16 (inclusive of Bs-17 by virtue of move over).
8. The existing scheme of advance increments shall stand discontinued w.e.f. 01.12.2001.
9. **INITIAL FIXATION OF PAY.-** The pay of the employees in PESSI service on 30.11.2001 shall be fixed with percentage increase as has been allowed by the Govt. of¹ the Punjab to its employees in the revised pay scale at the stage equal to or if there is no such stage at the immediate next stage in the relevant Pay Group.
10. **SPECIAL ADDITIONAL ALLOWANCE.-** Special Additional Allowance of the employees in service on 30.11.2001 sanctioned vide No.SS.Admn.IX (780)/11686, dated 31.08.1999 shall be frozen at the level drawn as on 30.11.2001.
11. **HOUSE RENT ALLOWANCE.-**House Rent Allowance shall be admissible to all employees in each pay group at the following rates.

		PAY GROUP	
		1 to 11	12 and Above
a).	Islamabad, Rawalpindi, Lahore, Faisalabad, Sargodha, Gujranwala, Multan, D.G. Khan, Bahawalpur and Sialkot	40%	30%
b).	All other stations	35%	25%

¹ Printed in the Notification as "Of"

- 12. CONVEYANCE ALLOWANCE.**- Car/Motorcycle Maintenance Allowance shall be admissible to the employees at Islamabad, Rawalpindi, Lahore, Faisalabad, Multan, Gujranwala and Sialkot to all employees at the following rates subject to the condition that the vehicle is registered in their name or in the name of their spouse.

a)	Employees in Pay Group No ² .11 and above maintaining a Motor Car not registered for commercial purpose.	Rs.620/- P.M
b)	Employees drawing pay group No.7 and above	Rs.340/-P.M
c)	Employees in Pay Group No.1 to 6 maintaining Scooter ³ /Motorcycle	Rs ⁴ . 230/-P.M
d)	Employees in Pay Group No. 1 to 6	Rs ⁵ . 170/- P.M

- a. The employees posted at Medical Aid Posts outside Municipal Committee Limits shall be entitled to conveyance Allowance @ Rs.50/-P.M

- 13. MEDICAL ALLOWANCE.**- Medical Allowance to the employees in pay groups 1 to 10 shall be admissible @ Rs.160/-P.M provided they are not allowed medical facilities in OPD.

- 14. PERMANENT TRAVELLING ALLOWANCE.**- The officers of Admn and Audit Cadres as detailed below shall be entitled to permanent Travelling Allowance equivalent to the value of petrol as mentioned against each for performing field duties.

a).	Deputy Director (Admn), Addl. Director (F&A)/ Dy. Director (F&A) of local offices and sub offices	50-Liters
b).	Social Security Officers and Audit Officers of Local Offices and Sub Offices	45-Liters
c).	Asstt. Social Security Officers and Asstt. Audit Officers of Local Offices and Sub Offices	40-Liters

- 15. OVERTIME ALLOWANCE**

- a) Overtime Allowance of Rs.700/-P.M shall be admissible to the Drivers and Dispatch Riders of PESSI vehicles for performing duties beyond office hours.
- b) Overtime Allowance of Rs.200/-P.M. shall be admissible to Chowkidars and Peon-Cum-Chowkidar where one chowkidar is posted in any office or medical unit of PESSI. However, the rate of Rs.100/- P.M. shall be admissible where two or more chowkidar are posted.
- c) A special allowance of Rs.25/- day to chowkidars or other person performing duty as chowkidar who is detailed for duty on weekly or gazetted holidays shall be admissible in lieu of the disturbance that they are on duty on holiday. In case these employees are

² Printed in the Notification as "NO"

³ Printed in the Notification as "scooter"

⁴ The Word "Rs." Added being missing in the Notification

⁵ The Word "Rs." Added being missing in the Notification

allowed a day off subsequently their entitlement for the special allowance shall cease to exist.

16. NON-PRACTICING ALLOWANCE

- a) Non practicing allowance shall be admissible to all male and female doctors at the following rates provided they are not engaged in private practice.
- | | | |
|----|-------------------------|-------------|
| a. | Pay Group No. 12 and 13 | Rs.500/-P.M |
| b. | Pay Group No.14 and 15 | Rs.700/-P.M |
- b) Practice Compensatory⁶ Allowance at the following rates shall be admissible to the doctors serving in rural areas below Town Committee level and allowed private practice.

- 17. R.M.O ALLOWANCE**.- RMO Allowance shall be admissible to the doctors at Rs.500/-P.M. provided they are residing in official premises of ITC/SSD and perform their duties in the morning and also remain at call after office hours.

- 18. DRESS ALLOWANCE**.- Dress allowance shall be admissible to the following categories of staff at the rates mentioned against each. In lieu of liveries⁷.

N/Q	Rs8. 40/-P.M
Chowkidar/Mali/Sweeper	Rs9. 35/-P.M
Sweeperess	Rs10. 25/-P.M

- 19. WASHING ALLOWANCE**.- Washing allowance of Rs.30/-P.M shall be admissible to the employees of the Institution who are entitled to liveries.

- 20. UNIFORM ALLOWANCE AND MESS ALLOWANCE NURSING STAFF**.- The Nursing Staff shall be entitled to uniform allowance @ Rs.125/-P.M. and Mess Allowance @ Rs.500/- P.M.

- 21. CASH HANDLING ALLOWANCE**.- All officials posted in the Head Office, Local Offices, Sub-Offices and Hospitals shall be entitled to draw cash handling allowance in accordance with the following scales.

Official Handling cash up to Rs.5,000/-	Rs.25/-P.M.
Official Handling cash up to Rs.5,001 to Rs.15,000/- P.M.	Rs.50/- P.M
Official Handling cash up to Rs.35,000 to Rs.1,00,000/- P.M.	Rs.60/-P.M
Officials handling cash above 1,00,000/-P.M	

- 22. ADDITIONAL ALLOWANCE TO DISPENSERS**.- Additional allowance of Rs.50/- P.M. shall be admissible to the dispensers posted in

⁶ Printed in the Notification as "compensatory"

⁷ Printed in the notification as "liveries"

⁸ The Word "Rs." Added being missing in the Notification

⁹ The Word "Rs." Added being missing in the Notification

¹⁰ The Word "Rs." Added being missing in the Notification

ITCs/SSDs where facilities of Laboratories¹¹ have been provided and the laboratory Assistant not posted subject to the following conditions.

1. Such allowance shall be admissible to one dispenser in the SSD/ITC.
2. The Dispenser must have obtained Laboratory training from Social Security Hospital.
3. He shall be provided the details of the Laboratory tests which he shall have to carry out.
4. He shall be entrusted the additional duties in writing.

23. BAILIFF ALLOWANCE.- The bailiff and one Naib Qasid nominated as Bailiff in Local Offices/Sub-Offices shall be entitled a bailiff allowance of Rs. 25/-P.M.

24. SPECIAL PAY OF SMO/MS/DMS/AMS.- Special pay of Rs.500/- P.M. shall be admissible to the CMS, MS, SMO, AMS, DMS of the Head Office, Local Offices and Hospitals for doing Administrative job and shall be subject to change with the approval of G.B.

25. SPECIAL PAY OF STENOGRAPHERS.- The Senior Scale Stenographer (P.A.) working with the officer in group 14 and above shall be entitled to draw special pay of Rs.75/-P.M.

26. SPECIAL PAY OF DY. DIRECTOR (F&A)/DY. DIRECTOR(AUDIT).- A special pay of Rs.110/- P.M shall be admissible to Dy. Director (F&A) or Dy. Director (Audit) only in the Head Office.

27. CHARGE ALLOWANCE.- Following officers shall be entitled to the charge allowance equal to price of petrol mentioned against each.

CATEGORIES OF OFFICERS	LIMIT OF CHARGE ALLOWANCE
Addl. Director/Dy. Director(F&A) Cadre at Head Office and Hospitals, Dy. Director (Admn Cadre) Head Office ¹² , Lahore	50-Liters
Social Security Officer Head Office ¹³ and SSO(C) & SSO(B), Local Office.	40-Liters
ASSO, Head Office, Lahore	40-Liters
Accounts Officer/Audit Officer, Head Office and Hospitals, Asstt Accounts Officer, Head Office, Lahore.	25-Liters

28. PHOTOSTATE AND CYCLOSTYLING MACHINE ALLOWANCE.- An allowance of Rs.150/- for operating photo state machine and Rs.50/- P.M for operating cyclostyling machine shall be payable to the employees in BS-1 to 05 deputed for this purpose if Daftri is not posted in any office. These allowances shall not payable to Daftri.

¹¹ Printed in the Notification as "Laborites"

¹² Printed in the Notification as "Officed"

¹³ Printed in the Notification as "Offic"

29. **LEAVE ENCASHMENT.**- All employees shall be allowed to get their earned leave encashed, if leave not availed in accordance with the policy on the subject.

ANNEXURE-“A”

PESSI PAY GROUPS

Group	Pay Scale	Stages
Group One	2000-75-4250	30
Group Two	2100-100-5100	30
Group Three	2200-125-5950	30
Group Four	2300-150-6800	30
Group Five	2400-175-7650	30
Group Six	2500-200-8500	30
Group Seven	2700-225-9450	30
Group Eight	2900-250-10400	30
Group Nine	3200-275-11450	30
Group Ten	3500-300-12500	30
Group Eleven	4000-350-14500	30
Group Twelve	7000-500-19500	30
Group Thirteen	10000-650-26250	30
Group Fourteen	13000-800-29000	30
Group Fifteen	16000-1000-36000	30

GOVERNMENT OF THE PUNJAB SCALES

BPS	PAY GROUP	PAY SCALE 1994 GOVT. OF THE PUNJAB	PAY SCALE 2001 GOVT. OF THE PUNJAB	PESSI PAY GROUPS
BPS-1 BPS-2	Pay Group-1	1245-35-1770 1275-44-1935	1870-55-3520 1915-65-3865	2000-75-4250
BPS-3 BPS-4	Pay Group-2	1320-50-2070 1360-58-2230	1980-75-4230 2040-85-4590	2100-100-5100
BPS-5	Pay Group-3	1400-66-2390	2100-100-5100	2200-125-5950
BPS-6	Pay Group-4	1440-73-2535	2160-110-5450	2300-150-6800
BPS-7	Pay Group-5	1480-81-2695	2220-120-5820	2400-175-7650
BPS-8 BPS-9 BPS-10	Pay Group-6	1540-88-2860 1605-97-3060 1660-107-3265	2310-130-6210 2410-145-6760 2490-160-7290	2500-200-8500
BPS-11	Pay Group-7	1725-116-3465	2590-175-7840	2700-225-9450
BPS-12 BPS-13	Pay Group-8	1830-130-3780 1950-144-4110	2745-195-8595 2925-215-9375	2900-250-10400
BPS-14	Pay Group-9	2065-161-4480	3100-240-10300	3200-275-11450
BPS-15	Pay Group-10	2190-177-4845	3285-265-11235	3500-300-12500
BPS-16	Pay Group-11	2535-197-5490	3805-295-12655	4000-350-14500
BPS-17	Pay Group-12	3880-290-7360	6210-465-15510	7000-500-19500
BPS-18	Pay Group-13	5085-366-8745	8135-585-19835	10000-650-26250
BPS-19	Pay Group-14	7750-385-11600	12400-615-24700	1300-800-29000
BPS-20 BPS-21 BPS-22	Pay Group-15	9195-440-13595 19190-545-15640 10900-610-17000	14710-950-28010 16305-1070-31285 17440-1250-34940	16000-1000-36000

GOVERNMENT OF THE PUNJAB SCALES

Sr.No.	PAY SCALE 1994			PAY SCALE, 2001		
	Average	No.of Employees	Amount P.M.	Average Pay	No. of ¹⁴ Employees	Amount P.M.
1)	1490	1282	1910180	1751	1282	2244782
2)	1583	528	835824	1759	528	928752
3)	1670	9	15030	1988	9	17892
4)	1766	278	490948	2111	278	586858
5)	1862	371	690802	2270	371	842170
6)	1951	844	1646644	2393	844	2019692
7)	2047	109	223123	2524	109	275116
8)	2156	3	6468	2669	3	8007
9)	2284	213	486492	2865	213	610245
10)	2409	-	-	3041	-	-
11)	2537	215	545455	3237	215	695955
12)	2740	105	287700	3518	105	369390
13)	2958	-	-	2823	-	-
14)	3192	352	1123584	4157	352	1463264
15)	3429	46	157734	4500	46	207000
16)	3914	233	911962	5196	233	1210688
17)	5620	641	3602420	9072	641	5815152
18)	6915	151	1044165	11746	151	1773646
19)	9675	53	512775	16028	53	849484
20)	11395	2	22790	20562	2	41124
	TOTAL	5435	14514096		5435	19959197
	Per Annum		174169152			239510364

¹⁴ Printed in the Notification as "Of"

INCRASE IN BASIC PAY AS COMPARED TO PROPOSED PAY GROUPS

Sr.No.	Average Basic Pay	No. of Employees	Amount Per Month
1	1746	1282	2238372
2	1749	528	923472
3	2043	9	18387
4	2126	278	591028
5	2235	371	829185
6	2500	844	2110000
7	2500	109	272500
8	2709	3	8127
9	2910	213	619830
10	-	-	-
11	3207	215	689505
12	3518	105	369390
13	-	-	-
14	4400	352	1548800
15	4500	46	207000
16	5400	233	1258200
17	9100	641	5833100
18	12100	151	1827100
19	16100	53	853300
20	2100	2	42000
	Per Month	5435	20239296
	Per Annum		242871552

FINANCIAL IMPLICATION OF HOUSE ACQUISITION

BS.No.	Islamabad			Divisional Headquarter		
	No. of ¹⁵ Employees	Rate	Amount	No. of Employees	Rate	Amount
1	59	960	56640	701	900	630900
2	28	960	26880	399	900	359100
3	-	-	-	9	1320	11880
4	19	1500	13500	149	1320	196680
5	18	1500	27000	266	1320	351120
6	31	1500	46500	381	1320	502920
7	7	2250	15750	79	2010	158790
8	-	2250	-	3	2010	6030
9	13	2250	29250	93	2010	186930
10	-	-	-	-	-	-
11	2	3390	6780	187	2940	549780
12	2	3390	6780	90	2940	264600
13	-	-	-	-	-	-
14	29	4260	123540	311	3720	1156920
15	-	4260	-	27	3720	100440
16	5	4260	21300	192	3720	714240
17	31	5640	174840	394	4920	1938480
18	13	5640	73320	124	4920	610080
19	5	7500	37500	45	6420	288900
20	-	9420	-	2	8100	16200
TOTAL	252	-	659580	3452		8043990
Per Annum			7914960			96527880

¹⁵ Printed in the Notification as "Of"

FINANCIAL IMPLICATION OF HOUSE ACQUISITION

BS.No.	District Headquarter			Tehsil Headquarter			Village		
	No. of Employees	Rate	Amount	No. of Employees	Rate	Amount	No. of Employees	Rate	Amount
1	137	768	105216	71	720	51120	314	630	197820
2	45	768	34560	11	720	7920	45	630	28350
3	-	1122	-	-	1056	-	-	924	-
4	35	1122	39270	17	1056	17952	68	924	62832
5	41	1122	46002	9	1056	9504	37	924	34188
6	102	1122	114444	58	1056	61248	272	924	251328
7	12	1710	20520	6	1608	9648	5	1410	7050
8	-	1710	-	-	-	-	-	1410	-
9	24	1710	41040	6	1608	25728	67	1410	94470
10	-	-	-	-	-	-	-	-	-
11	22	2502	55046	2	2352	4704	2	2058	4116
12	9	2502	22518	3	2352	7056	1	2058	2058
13	-	-	-	-	-	-	-	-	-
14	12	6162	37944	-	2976	-	-	2604	-
15	7	3162	22134	9	2976	26784	3	2604	6812
16	30	3162	94860	3	2976	8928	3	2604	6812
17	66	4182	276012	29	3936	114144	121	3444	72324
18	12	4182	50184	2	3936	7872	-	3444	-
19	3	5460	16380	-	5136	-	-	4494	-
20	-	-	-	-	-	-	-	-	-
Total	557		976128	236			938		770160
Per Annum			11713536						92419520

Islamabad	79,14,960	
Divisional Headquarter	9,65,27,880	10,44,42,840
District Headquarter	1,17,13,536	
Tehsil Headquarter		
Village	92,41,920	2,51,86,752

Total:- **12,96,29,592**

Say:- **12,96,30,000**

FINANCIAL IMPLICATION OF PROPOSED HOUSE RENT ALLOWANCE AT BIG CITIES

Pay Group	No. of Employees	Rate	Per Month Amount
Group One	1187	1160	13,67,920
Group Two	167	1320	2,20,440
Group Three	284	1480	4,20,320
Group Four	412	1640	6,75,680
Group Five	86	1800	1,54,800
Group Six	109	1960	2,13,640
Group Seven	189	2160	4,08,240
Group Eight	92	2360	2,17,120
Group Nine	340	2560	8,70,400
Group Ten	27	2800	75,600
Group Eleven	197	3280	6,46,160
Group Twelve	425	3600	15,30,000
Group Thirteen	137	4950	6,78,150
Group Fourteen	50	5820	2,91,000
Group Fifteen	2	7200	14,400
TOTAL	3,704	Per Annum	77,83,870
		Say:-	93,406,000

FINANCIAL IMPLICATION OF PROPOSED HOUSE RENT ALLOWANCE AT OTHER STATIONS

Pay Group	No. of Employees	Rate	Per Month Amount
Group One	623	1015	6,32,345
Group Two	120	1155	1,38,600
Group Three	87	1295	1,12,665
Group Four	432	1435	6,19,920
Group Five	23	1575	36,225
Group Six	107	1715	1,83,505
Group Seven	26	1890	49,140
Group Eight	13	2065	26,845
Group Nine	12	2240	26,880
Group Ten	19	2450	46,550
Group Eleven	36	2870	1,03,320
Group Twelve	216	3000	6,48,000
Group Thirteen	14	4125	57,750
Group Fourteen	-	4850	14,550
Group Fifteen	-	-	-
TOTAL	1731		
		Per Annum	3,23,55,540
		Say:-	3,23,56,000