



NO.FD.SR-I/3-10/2004(P)
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT

Dated: Lahore, the 03rd October, 2017

To

1. All Administrative Secretaries to Government of the Punjab
2. The Principal Secretary to Governor, Punjab, Lahore
3. The Military Secretary to Governor, Punjab, Lahore
4. All the Commissioners of Divisions in the Punjab
5. All Heads of Attached Departments in the Punjab
6. All Deputy Commissioners in the Punjab
7. The Secretary, Provincial Assembly, Punjab, Lahore
8. The Secretary, Punjab Public Service Commission, Lahore
9. The Registrar, Lahore High Court, Lahore
10. All District & Sessions Judges in the Punjab
11. The Director General, Audit & Accounts (Works), Lahore
12. The Director General, Audit, Punjab, Lahore
13. The Chief Pilot, VIP Flight, Lahore
14. The Provincial Director, Local Fund Audit, Punjab, Lahore
15. The Chief Inspector of Treasuries & Accounts, Punjab, Lahore

Subject: **FINANCIAL ASSISTANCE TO THE FAMILY OF A CIVIL SERVANT WHO DIES WHILE IN SERVICE**

I am directed to refer to this Department's circular letter of even No. dated 15.08.2017, and subsequent clarification issued on 12.09.2017, on the subject cited above (**copies enclosed**), and further clarify the matter for the convenience and guidance of all concerned, as under:-

SR. No.	ISSUES	CLARIFICATION
i)	When will gratuity to the family of a deceased civil servant be paid, in case he is not entitled to grant of pension owing to less period of service?	At the time of death of the civil servant.
ii)	Should the deductions of Group Insurance as well as Benevolent Fund continue or not?	No deductions on account of Group Insurance. / Benevolent Fund will be made after the death of the civil servant.

iii)	<p>What should be the procedure for payment of pensionary benefits, in case a civil servant is/was working in an autonomous body etc.?</p>	<p>On the death of a civil servant, who was on deputation with an autonomous body, he/she would be considered repatriated to his/her parent department/lending organization where all of his post-death financial matters would be processed and finalized, and all deductions (except income tax) would be stopped.</p> <p>The concerned pay roll, office of the AG Punjab, from where the deceased civil servant proceeded on deputation shall verify/authenticate the rates of emoluments and forward the same to the pay roll of the parent department for making payment. It is also clarified that in case of a deceased civil servant who proceeded on deputation to an autonomous body while posted in field formations, all his/her post-death emoluments shall be processed/paid from the respective field formation from where he/she proceeded on deputation. The borrowing organization / autonomous body concerned shall make necessary payment of pension contribution to the parent department of the deceased civil servant for the period he/she remained on deputation with the borrowing organization/ autonomous body concerned.</p> <p>The parent department of the deceased civil servant shall get created a post of OSD, till superannuation of deceased civil servant, from the Finance Department, and shall allocate sufficient funds in the budget for the subject purpose.</p>
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3. I am directed to state that in case of any confusion/query, further guidance may be sought from Finance Department so that the cases of bereaved families are disposed of timely and in an appropriate manner.

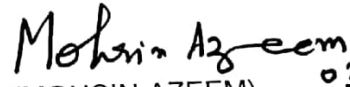

(M. NAWAZ KHALID ARBI)
ADDL. FINANCE SECRETARY (REG.)

03/10/17

NO. & DATE EVEN:

A copy is forwarded for information and necessary action to:-

1. The Accountant General Punjab, Lahore
2. All District Accounts Officers in the Punjab
3. The Treasury Officer, Lahore
4. The Deputy Secretary (PC), Finance Department

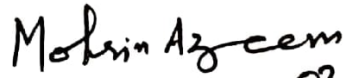

(MOHSIN AZEEM)
SECTION OFFICER (SR-I)

03/10/17

NO. & DATE EVEN:

A copy is forwarded for information to:-

1. Finance Secretary, Government of Sindh, Karachi
2. Finance Secretary, Government of Khyber Pukhtunkhwa, Peshawar
3. Finance Secretary, Government of Balochistan, Quetta
4. Finance Secretary, Government of State Jammu & Kashmir, Muzaffarabad
5. Finance Secretary, Government of Gilgit Baltistan, Gilgit


(MOHSIN AZEEM)
SECTION OFFICER (SR-I)

03/10/17

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**GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT**

Subject:- **FINANCIAL ASSISTANCE TO THE FAMILY OF CIVIL SERVANT WHO DIES WHILE IN SERVICE.**

Will the Section Officer (Accounts), Government of the Punjab, S&GA Department, kindly refer to his letter No.SO(Accounts)/S&GAD/Policy matters/2017, dated 18.8.2017 and 25.08.2017, on the subject noted above?

2. Finance Department has examined the case and it is clarified as under:-

Sr.#	Facilities	Required clarification	View of F.D.
1)	Education scholarship	Will GP Fund, Income	Shall continue
2)	Marriage Grant	Tax, Benevolent Fund,	Shall continue
3)	GP Fund	PGHSF deductions be made from salary?	Shall be deducted at the option of the family.
4)	Farewell Grant	Will be paid on superannuation or at the time of death of a civil servant?	Shall be paid at the time of death.
5)	Four months' salary (pay last drawn plus allowances)	Will be paid on superannuation or at the time of death of a civil servant?	Shall be paid at the time of death.
6)	Fate of lump sum payment equal to 365 days in terms of rule 19 of Revised Leave Rules, 1981	Will be paid on superannuation or at the time of death of a civil servant?	Shall be paid at the time of death.
7)	Criteria of salary payment to deceased official(s).	Will new post(s) be got created from Finance Department on the analogy of OSD post?	Post of OSD Shall be created.

3. Clarification about remaining matters would be intimated after thorough deliberation.

(MUHAMMAD NAWAZ KHALID ARBI)
ADDL: FINANCE SECRETARY(REG.)

To

The Section Officer (Accounts),
Government of the Punjab,
S&GA Department.

U.O.No.FD. SR-I/3-10/2004(P), Dated Lahore the 12th September, 2017.



042-99212848

No.FD-SR-I/3-10/2004
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT

Dated: Lahore, 15th August, 2017

To

1. All Administrative Secretaries to Government of the Punjab
2. The Secretary to Governor of the Punjab
3. The Secretary to Chief Minister, Punjab
4. The Military Secretary to Governor of the Punjab
5. All Commissioners in the Punjab
6. All Deputy Commissioners in the Punjab
7. All Heads of Attached Departments, Government of the Punjab
8. The Registrar, Lahore High Court, Lahore
9. All District and Sessions Judges in the Punjab
10. The Secretary, Punjab Public Service Commission, Lahore
11. The Secretary, Punjab Provincial Assembly, Lahore
12. The Director General, Civil Audit, Lahore
13. The Provincial Director, Local Fund Audit, Punjab, Lahore
14. The Chief Pilot, VIP Flight, Lahore
15. The Chief Inspector to Treasuries & Accounts, Punjab, Lahore

SUBJECT: FINANCIAL ASSISTANCE TO THE FAMILY OF A CIVIL SERVANT WHO DIES WHILE IN SERVICE.

In continuation to this Department's letter bearing same number dated 13th November, 2014 on the subject, I am directed to state that the Competent Authority, i.e. Chief Minister, Punjab has been pleased to approve financial assistance package for families of civil servants who die while in service. It shall be applicable w.e.f. 22.02.2017. The details of the said package are as under:

1. **LUMP-SUM GRANT:**

*BASIC PAY SCALE	EXISTING RATES (Rs. in million)	REVISED RATES (Rs. in million)
1-4	0.40	1.60
5-10	0.60	1.90
11-15	0.80	2.20
16-17	1.00	2.50
18-19	1.60	3.40
20 and above	2.00	4.00

* For this purpose, the pay scale means in which a civil servant was drawing his/her pay.

2. **PENSION/SALARY:**

- i) The deceased's family shall be allowed salary, alongwith annual increases in the pay, the deceased officer / official was drawing till the date of superannuation of the deceased civil servant.
- ii) After the date of superannuation, family pension shall be allowed as per clause 4.10 of the Punjab Civil Services Pension Rules 1967.

3. **ACCOMMODATION:**

The family of the deceased civil servant shall be allowed retention of Government accommodation till the age of superannuation as per provisions of the CSR (Pb), Vol-I (Pt-I) read with the Allotment Policy issued by S&GAD vide EO(S&GAD)Policy/2009/-345 dated 19.01.2009.

4. **EDUCATION:**

Educational scholarship is allowed to children of deceased civil servants (upto 3 children) out of Benevolent Fund as prescribed in the Punjab Government Servants Benevolent Funds Part I & II (Disbursement) Rules 1965 & 1966.

5. **EMPLOYMENT:**

Appointment of one child or widow in BS-1 to BS-11 (including the post of Patwari and Junior Clerk) on contract or regular basis as per provisions of Rules 17-A of the PCS (A&CS) Rules, 1974.

6. **MARRIAGE GRANT:**

Marriage grant as prescribed in clause 3(a) & 4(a) of the Punjab Government Servants Benevolent Funds Part I & II (Disbursement) Rules 1965 & 1966.

7. **HEALTH:**

Free health facilities as per their entitlement during service of the family of the deceased civil servant under the provisions of the West Pakistan Medical (Attendance) Rules, 1959.

8. **NOMINATION OF AN OFFICER AS COUNSEL:**

Pension/General Provident Fund Sanctioning Authority in the Department/Organization/Office shall be nominated as Counsel to assist the family in finalization of provision of entire package to deceased's family within the shortest possible time.

9. **GENERAL PROVIDENT FUND:**

GP Fund shall be paid to the deceased's family as per provisions of the Punjab General Provident Fund Rules, 1978.

10. **MONTHLY BENEVOLENT GRANT:**

Monthly Benevolent Grant shall be paid as prescribed in clause 3(d) & 4(d) of the Punjab Government Servants Benevolent Funds Part I & II (Disbursement) Rules 1965 & 1966.

11. **GROUP INSURANCE**

Group Insurance as prescribed in the Punjab Govt. Employees Welfare Fund Ordinance, 1969.

12. **PREREQUISITE FOR FACILITATION OF FAMILY OF DECEASED CIVIL SERVANT:**

Under the new simplified procedure of processing and disbursement of pension through pension roll Direct Credit Scheme (DCS) circulated by the Finance Department vide its letter bearing No.FD.SR-III/4-303/2012 for dated 01.04.2014, a simple two page proforma have been prescribed for all kinds of pensions, including family pensions (in-service death or pensioner's death). Action to be taken by the concerned authorities giving timelines, which have been already prescribed for the purpose.



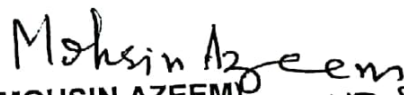
(ABDUL RAUF)

DEPUTY SECRETARY (SR)

NO. & DATE EVEN

A copy is forwarded for information and necessary action to the:-

1. Accountant General, Punjab, Lahore
2. All District Accounts Officers in the Punjab
3. The Treasury Officer, Lahore
4. The Superintendent, Government Printing Press, Punjab, Lahore, with the request to publish in the official gazette



(MOHSIN AZEEM)

SECTION OFFICER (SR-I)

15.8.20

NO. & DATE EVEN

A copy is forwarded for information and necessary action to the:-

1. Joint Secretary, Government of Pakistan, Finance Division, (Regulations Wing), Islamabad
2. Finance Secretary, Government of Sindh, Karachi
3. Finance Secretary, Government of Khyber Pukhtoonkhwa, Peshawar
4. Finance Secretary, Government of Baluchistan, Quetta.
5. Finance Secretary, Azad Government of the State of Jammu & Kashmir, Muzaffarabad
6. Finance Secretary, Government of Gilgit Baltistan, Gilgit



(MOHSIN AZEEM)

SECTION OFFICER (SR-I)

15.8.17

NO. & DATE EVEN

A copy is forwarded for information and necessary action to the:-

1. The State Bank of Pakistan, Head Office, I.I. Chundrigar Road, Karachi
2. The National Bank of Pakistan, Head Office, I.I. Chundrigar Road, Karachi
3. The Chief Managers, State Bank of Pakistan, Lahore, Faisalabad, Multan, Sialkot, Gujranwala, Bahawalpur, Rawalpindi and D.G. Khan.
4. The Regional Chiefs, National Bank of Pakistan, Lahore, Rawalpindi, Multan, Sahiwal, Faisalabad, Bahawalpur, Jhelum, Gujrat, Gujranwala, Sargodha and D.G. Khan

Mohsin Azzeem
(MOHSIN AZEEM) 15.8.2017
SECTION OFFICER (SR-I)