

Government of Pakistan
Finance Division
(Regulations Wing)


No.F.8(12)R-10/93-18

Islamabad, the 6th February, 2015

OFFICE MEMORANDUM

Subject:- ADMISSIBILITY OF NON-PRACTICING ALLOWANCE

In pursuance of the recommendations of the Wafaqi Mohtasib (Ombudsman) contained in findings dated 08-01-2015 and this Division's O.M.No.F.1(1)-Imp/83, dated 18-08-1983 (copies enclosed), the undersigned is directed to clarify that Non-Practicing Allowance (NPA) is admissible to a person, who is appointed as Medical Officer for which prescribed qualification is MBBS or equivalent and whom private practice is not allowed in the exigencies of service.


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All Ministries/Divisions

Copy also forwarded for information to:-

1. President's Secretariat (Public), Islamabad.
2. President's Secretariat (Personal), Islamabad.
3. Prime Minister's Secretariat (Internal), Islamabad.
4. Prime Minister's Secretariat (Public), Islamabad.
5. National Assembly Secretariat, Islamabad.
6. Senate Secretariat, Islamabad.
7. Election Commission of Pakistan, Islamabad.
8. Supreme Court of Pakistan, Islamabad.
9. Federal Shariat Court, Islamabad.
10. Auditor General of Pakistan, Islamabad.
11. Controller General of Accounts, Islamabad.
12. AGPR, Islamabad/Lahore/Peshawar/Karachi/Quetta.
13. Military Accountant General, Rawalpindi.
14. All Financial Advisors/Deputy Financial Advisors attached to Ministries/Divisions etc. and all officers of Finance Division

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(From pre-page)

15. Chief Accounts Officer, M/o Foreign Affairs, Islamabad.
16. Financial Adviser and Chief Accounts Officer, Pakistan Railway, Lahore.
17. All Chief Secretaries/Finance Secretaries of the Govt. of Punjab/Sindh/Khyber Pakhtunkhwa/Balochistan/Azad State of Jammu & Kashmir and Gilgit Baltistan.
18. Capital Development Authority, Islamabad.
19. Office of the Chief Commissioner, Islamabad.
20. Federal Public Service Commission, F-5/1, Agha Khan Road, Islamabad.
21. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
22. Pakistan Atomic Energy Commission, Islamabad.
23. Central Directorate of National Saving, Islamabad.
24. National Accountability Bureau, Islamabad.
25. Member (Finance), KRL, P.O. Box No. 1384, Islamabad.
26. Intelligence Bureau, Islamabad.
27. Pakistan Mint, Lahore.
28. Director General Post Office, Islamabad.
29. Secretariat Training Institute, Islamabad.
30. Directorate General of Inspection & Training, Custom & Central Excise, 8th Floor, New Custom House, Karachi.
31. Earthquake Reconstruction & Rehabilitation Authority (ERRA), Prime Minister's Secretariat (Public), Islamabad.
32. Federal Tax Ombudsman's Secretariat, Islamabad.
33. Web Administrator, Finance Division, Islamabad (for uploading at website i.e. www.finance.gov.pk).


(Dr. Muhammad Ismail Hasni)
Section Officer (R-10)

(1)

No. F.1(1)-Imp./83
Government of Pakistan
Finance Division

Islamabad the 18th August, 1983

OFFICE MEMORANDUM

SUBJECT: SCHEME OF BASIC PAY SCALES AND FRINGE BENEFITS OF CIVIL EMPLOYEES OF THE FEDERAL GOVERNMENT (1983)

The President has been pleased to sanction, with effect from 1st July, 1983, a Scheme, as detailed below, of the Basic Pay Scales, Allowances and other Fringe Benefits, 1983, for the civil employees of the Federal Government, paid directly from the Civil Estimates or from the Defence Estimates.

PART I: BASIC SCALES AND ALLIED MATTERS

2. BASIC SCALES OF PAY: The Basic Scales of Pay, 1983, as shown in the Schedule annexed to this O.M. shall replace the existing Revised National Scales of Pay (R N P S). The Basic Scales shall not be regarded as "grades" and shall not be referred to as grades in official communications. Officials shall henceforth be appointed/promoted to posts and not in grades.

3. INITIAL FIXATION OF PAY: (i) The initial pay of an existing employee, i.e. an employee who has been in Government service since before the 1st of July, 1983, shall be fixed at the stage in the relevant Basic Pay Scale which is as many stages above the minimum as the stage occupied by him above the minimum of the existing Revised National Pay Scale, provided that where the pay so determined does not give the employee concerned a minimum advantage of 10% of his existing basic pay plus Dearness Allowance over and above the present emoluments drawn by him, his pay shall be fixed at the lowest stage in the Basic Scale that gives him that advantage; provided further that the maximum of the relevant Basic Scale shall not be exceeded in any case. In this fixation formula, "emoluments" would mean the sum of pay, Dearness Allowance and Local Compensatory Allowance, if any.

Junior Instructors in Polytechnics who possess Technical Teachers Diploma shall be allowed Teaching Allowance @ Rs 100/- p.m.

Doctors who teach basic sciences in Medical Colleges shall be allowed a Teaching Allowance @ Rs 500/- p.m.

12. CHARGE ALLOWANCE: Charge Allowance to Principals of Colleges and Polytechnics shall be admissible at the following rates:-

a) Principals of Degree Colleges/
Colleges of Technology -- Rs 200/- p.m.

b) Principals of Intermediate
Colleges/Polytechnics -- Rs 100/- p.m.

13. WARDEN ALLOWANCE: Teachers who are assigned the duty of Hostel Wardens in Colleges and Polytechnics shall be allowed a Warden Allowance of Rs 100/- p.m.

14. ADVANCE INCREMENTS TO SCHOOL TEACHERS ON ATTAINING HIGHER QUALIFICATIONS:

Primary, Middle and High School teachers who possess or acquire while in service higher qualifications shall be allowed advance increments as under:-

I. PRIMARY SCHOOL:

(i) A teacher who possesses or acquires FA/F.Sc shall be allowed two advance increments.

(ii) A teacher who (in addition to FA/F.Sc.) also acquires C.T. shall be allowed one additional advance increment.

(iii) A teacher who acquires a degree of BA/B.Sc. shall be allowed three additional advance increments.

II. MIDDLE SCHOOL:

A teacher who possesses or acquires a degree of BA/B.Sc. shall be allowed three advance increments.

III. HIGH SCHOOL:

A teacher who possesses or acquires Master's degree shall be allowed three advance increments. In case of a teacher who possesses or acquires Master's degree in Education (M.Ed) and also a Master's degree in any academic subject shall be allowed six advance increments.

Provided that a teacher who has already drawn increments for possessing higher educational qualification under the existing scales shall be allowed increments equal to shortfall in the number of increments, if any.

(3)

Name of Post	Existing	Revised
	Rs	Rs
PS to Secretaries (Provincial)	100	150
PA to Ministers (Federal)	70	100
PA to Ministers of State	60	100
PA to Secretaries (Federal)	60	100
PA to Addl Secretaries (Federal)	60	100
PA to Secretaries (Provincial)	50	75
PA to Joint Secretaries (Federal)	45	75

(b) Field Officers on appointment as Deputy Secretary in the Federal Secretariat shall be allowed a special pay of Rs 400/- p.m. in addition to basic pay.

PART - II: ALLOWANCES

(i) DEARNNESS ALLOWANCE, LOCAL COMPENSATORY ALLOWANCE AND LEAVE TRAVEL CONCESSION AND REST AND RECREATION ALLOWANCE:

As from the 1st of July, 1983, the existing Dearness Allowance, Local Compensatory Allowance wherever admissible, and the Leave Travel Concession and Rest and Recreation Allowance in lieu thereof, shall cease to be admissible to an employee who draws pay in these Basic Pay Scales.

(ii) The existing rules and orders regulating the grant of House Rent Allowance, Conveyance Allowance and Washing Allowance shall continue to be applicable.

9. ENTERTAINMENT ALLOWANCE: Entertainment Allowance shall be admissible at the following fixed rates to officers drawing pay in B-20 to B-22:-

- (1) B-20 -- Rs 400/- p.m.
- (2) B-21 -- Rs 450/- p.m.
- (3) B-22 -- Rs 650/- p.m.

10. NON-PRACTISING ALLOWANCE: The existing rates of Non-Practising Allowance shall be revised as under:-

- Doctors drawing pay in B-17 and B-18 -- Rs 500/- p.m.
- Doctors drawing pay in B-19 and above -- Rs 700/- p.m.

The above Non-Practising Allowance shall be admissible in all cases where a doctor is not allowed private practice.

Doctors posted in rural areas below town committee level, and allowed private practice, shall be given a Practice Compensatory Allowance @ Rs 200/- p.m. for male doctors and @ Rs 300/- p.m. for female doctors.

11. TEACHING ALLOWANCE: Teaching Allowance @ Rs 100/- p.m. shall be allowed to qualified High School Teachers who teach basic/ natural sciences.

(4)

(b) In the case of posts of artisans, such as Carpenters, Welders, etc., and Store-keepers and Assistant Store-keepers, which require different level of expertise and responsibilities in different organisations, appropriate Basic Pay Scales may, with the approval of the competent authority, be allowed in different organisations or even in the same organisation while taking into account the market value of such artisans and their level of competence.

(c) In specially meritorious cases, Basic Scale B-21 or B-22 along with allowances and fringe benefits may be allowed, with the approval of the President, to technical and professional officers without requiring them to move from their technical posts where their expertise is particularly needed. The number of such beneficiaries will not exceed 12.5% of the total number of posts in B-20 in any particular cadre under the Federal or Provincial Government.

(d) In cases where it is necessary for Government to recruit and/or to continue in employment certain officials who have acquired expertise in a highly specialised field, special contract terms may be offered to such 'narrow-narrow specialists'. For this purpose, a Special Standing Committee shall be constituted by Government to deal with such cases. The Standing Committee shall take into account the market value of the 'narrow-narrow specialists' and recommend proper remunerations to engage or to retain their services.

(B) FIXATION OF PAY IN CASES UNDER (A) ABOVE:

In cases where the Basic Scales under (A) above higher than the scale which corresponds to the revised NPS have been allowed, initial fixation of pay of the employees concerned shall first be made in the Basic Scale corresponding to his existing RNPS in the light of the initial fixation of pay formula mentioned in para 3 above, and thereafter their pays in the higher Basic Scales shall be fixed at the next higher stage.

8. SPECIAL PAYS: (a) The existing special pays admissible to officials of various categories working as Private Secretaries and Personal Assistants shall be revised as under:-

Name of Post	Existing	Revised
	Rs	Rs
PS to Ministers (Federal)	220	250
PS to Ministers (Provincial)	150	200
PS to Secretaries (Federal)	150	200
PS to Additional Secretaries (Federal)	100	150
PS to Secretaries (Provincial)	100	150

(ii) Annual increment shall continue to be admissible subject to existing conditions on the 1st of December each year under this Scheme. However, the first annual increment of existing employees in the Basic Scales shall accrue on the 1st of December, 1983.

4. FIXATION OF PAY ON PROMOTION: The existing provisions regulating the fixation of pay in case of promotion of employees from a lower to a higher post shall continue to apply.

5. MOVE-OVER: The existing provisions regulating the concession of move-over without promotion to the next higher pay scale of employees in RNPS-1 (B-1) to RNPS-16 (B-16) shall continue to be applicable in this Scheme.

6. The existing concession of 'move-over' of employees from RNPS-16 to RNPS-17(B-17) and RNPS-17(B-17) to RNPS-18 (B-18) shall be extended upto B-20 and regulated as under:-

- a) The existing condition of the period of stay of three years at the maximum of pay scales B-16 and B-17 in the case of non-technical and non-professional categories shall continue to be applicable.
- b) No move-over beyond B-18 in the case of the categories of employees mentioned at (a) above shall be permissible.
- c) The move-over in the case of technical and professional categories e.g. Doctors, Engineers, Educationists, Economists, Management Accountants, Scientists, Archaeologists, Geologists, Meteorologists, Experts of Agriculture, Animal Husbandry and Forestry shall be permissible upto B-20, without the condition of stay at the maximum for three years.
- d) Move-over shall be allowed in cases where an employee, who is otherwise considered fit for promotion to higher post, cannot be promoted for want of a vacancy.
- e) Normal promotion procedure as is observed in cases of promotion through the competent authority, e.g. Establishment Division/Selection Board shall be followed in allowing move-over to Basic Scales 19 and 20.

(A) MODIFICATION OF SCALES IN CASE OF CERTAIN

POSTS: (a) In the case of certain posts, the Basic Scales indicated in Annexure-II to this O.M. will be allowed.

(6)

15. ADVANCE INCREMENTS TO TECHNICAL AND PROFESSIONAL CATEGORIES ON POSSESSING/ACQUIRING HIGHER QUALIFICATIONS

Doctors, Engineers, Educationists, Economists, Management Accountants, Scientists, Geologists, Meteorologists, ^{Archaeologists,} Experts in Agriculture, Animal Husbandry and Forestry working in Universities, Colleges, Research institutions or technical departments shall be allowed advance increments on possessing/acquiring higher qualifications as under:-

- (i) In case a technical/professional employee of the above category possesses D.Sc., Ph.D. degree from a foreign university, he shall be allowed six advance increments on entry into service in B-17.
- (ii) Those of the above categories of officers who possess MA/M.Sc./M.S. or equivalent from a foreign university or Ph.D. or M.Phil. from a university in Pakistan will receive four advance increments on induction in service in B-17.
- (iii) Those of the above categories of employees who while in service obtain a degree shall be allowed four advance increments in case of (i) above and two advance increments in case of (ii) above.

16. DESIGN ALLOWANCE: Engineers holding University degree in engineering and working full time in the Design Offices shall be allowed a Design Allowance at the following rates:

Engineers drawing pay in B-17	--	Rs 400/- p.m.
Engineers drawing pay in B-18	--	Rs 500/- p.m.
Engineers drawing pay in B-19	--	Rs 600/- p.m.
Engineers drawing pay in B-20	--	Rs 700/- p.m.

17. QUALIFICATION ALLOWANCE: S.A.S. Accountants shall be allowed a Qualification Allowance of Rs 100/- p.m. on qualifying the S.A.S. or equivalent examination. This allowance shall continue to be admissible as a separate entity even after their promotion to higher posts.

18. PERFORMANCE EVALUATION ALLOWANCE: Audit officers working in the Performance Evaluation Cell shall be allowed Performance Evaluation Allowance at the following rates:-

B-17 and B-18	--	Rs 300/- p.m.
B-19 and B-20	--	Rs 400/- p.m.

19. SPECIAL RESEARCH ALLOWANCE: Field Officers on their appointment in research institutions for doing research work shall be allowed a Special Research Allowance @ 20% of their Basic Pay.

20. DEPUTATION ALLOWANCE: In lieu of the existing fixed

to foreign service in Pakistan, shall be allowed a Deputation Allowance @ 10% of the minimum of their Basic Pay Scales.

21. DAILY ALLOWANCE: The pay limits for the admissibility of higher rates of Daily Allowance notified vide this Division's O.M. No. F.2(38)-R.9/81-D.660/82, dated 17-6-1982, shall be as under:-

Pay limits	Special Rate Rs	Ordinary Rate Rs
Rs 3200/- and above	90	75
From Rs 2100/- to Rs 3199/-	75	65
From Rs 1001/- to Rs 2099/-	50	40
From Rs 501/- to Rs 1000/-	40	35
Upto Rs 500/-	25	20

PART-III: MISCELLANEOUS

22. HOUSE BUILDING ADVANCE: At present, House Building Advance equal to 24 months' pay is allowed to Government servants drawing pay in Basic Scales B-3 and above. This pay limit shall henceforth be raised to 36 months.

23. Government servants who do not claim interest on their G. P. Fund Balances shall not be charged interest on House Building Advance or other advances as admissible under the rules.


24. COST OF BLOOD TRANSFUSION: The cost of blood transfusion is at present reimbursable to the Federal Government servants, but not to the Provincial Government employees. Henceforth the cost of blood transfusion shall be reimbursable to Government servants under the Provincial Governments also.

25. ENCASHMENT OF LPR: At present encashment of LPR upto six months is permissible to Government servants provided the LPR is refused by Government in public interest. Henceforth, the option for encashment of LPR shall rest with the Government servant concerned. In case, a Government servant opts not to take LPR he shall be allowed leave salary for the period for which LPR is admissible subject to a maximum of six months.

26. The word "family" for the purpose of medical treatment shall also include parents of the civil servant residing with and dependent on him.

27. All existing rules and orders on the subject shall be deemed to have been modified to conform with the provisions of the

28. ANOMALIES: A Committee will be set up in the Finance Division (Regulations Wing) to resolve the anomalies, if any, arising out of the introduction of this Scheme. A separate communication will be issued in this connection.


(Qamaruddin Siddiqui)
Additional Finance Secretary

To

All Ministries/Divisions, etc.