

65TH MEETING OF THE BOARD OF DIRECTORS

DIRECTORS

HELD AT

ON

TIME

MINUTE BOOK

Karachi

Thursday 27th August, 1981

9.30

A.M.

The 65th Meeting of the Board of Directors convened pursuant to notice dated 18th August, 1981 was held at the Principal Office at Karachi on Thursday, the 27th August, 1981 at 9.30 A.M.

The following were present:

1. Mr. N.A. Jafarey - Chairman
2. Mr. S.S.A. Bukhari - Director
3. Mr. Nisar-un-Nabi - Director
4. Mr. Samee-ul-Hasan - Director

Mr. A. Mateen, Secretary to the Board of Directors was also present.

The following business was transacted:-

ITEM 1: CONFIRMATION OF MINUTES.

The Board confirmed the minutes of its 64th Meeting held on 9th June, 1981 subject to addition of following in Item 3 regarding "Recruitment of Staff-Computer Division at the end:-

"However, the shortfall in any particular provincial quota shall be made good in the overall appointments in the Corporation".

ITEM 2: RECORDING OF MINUTES OF THE EXECUTIVE COMMITTEE MEETING.

The copies of the Minutes of the Executive Committee relating to the 49th, 50th and 51st Meetings were placed before the Committee for the purpose of being recorded. The following points were raised:

49th Meeting

With regard to Item 11 relating to honorarium of Rs.400/- per month to Mr. Nasir Javaid Khan, Director Mr. S.S.A. Bukhari desired that a list of his duties (besides his duties as Public Relations Officer) be furnished to the Board.

50th Meeting

With regard to Item 8 relating to Provident Fund Management on Trusteeship basis on behalf of US Embassy, Director Mr. S. Hasan replied in affirmative when Director Mr. S.S.A. Bukhari enquired whether the Corporation was authorised to undertake such business.

CHAIRMAN'S
INITIALS



65TH MEETING OF THE BOARD OF DIRECTORS

HELD AT	ON	TIME	DATE
Karachi	Thursday 27th August, 1981	9.30	A.M.

ITEM 3: REPORT OF THE STANDING COMMITTEE REGARDING APPEALS OF (i) MR. IKRAM MIRZA, DEPUTY MANAGER, LAHORE, (ii) M.A. SIDDIQUI, AREA MANAGER & (iii) MR. RAJA HAQ NAWAZ, FORMERLY DEPUTY MANAGER, RAWALPINDI.

The report of the Standing Committee consisting of the Chairman, Mr. N.A. Jafarey, Ex-Executive Director Mr. S.A. Wala-jahi and Director Mr. Sameul Hasan on the appeals against punishment awarded to Mr. Ikram Mirza, Deputy Manager, Lahore, Mr. M.A. Siddiqui, Area Manager and Raja Haq Nawaz, formerly Deputy Manager, Rawalpindi, was placed before the Board. The report made the following recommendations:-

1. Mr. Ikram Mirza.

The punishment of dismissal awarded to Mr. Ikram Mirza by the Competent Authority may be changed to one of reduction in rank from Deputy Manager to Assistant Manager, at the pay of Rs.1,690/- in Assistant Manager's grade.

2. Mr. M.A. Siddiqui.

The punishment of censure may be withdrawn.

3. Raja Haq Nawaz.

The punishment awarded by the Competent Authority may be allowed to stand.

The Board approved the above recommendations.

ITEM 4: NON-PAYMENT OF DUES RELATING TO GOVERNMENT GUARANTEED DEBENTURES.

The Chairman's Memorandums No.85/81(a) and 85/81(b) regarding non-payment of dues on account of various debentures guaranteed by the Provincial and Federal Governments as to repayment of principal and interest were placed before the Board. The matter was discussed in detail and from various angles including recourse to legal remedy of suit vis-a-vis seeking ECC assistance in obtaining repayment of principal and interest. It was decided that the matter be examined by the Law Department, if necessary, in consultation with the Legal Adviser keeping in view the overall liability of the respective debtors, the law of limitation and assets under charge available with the debtors. The Board desired however that in the meantime efforts with the guarantors - governments be continued. The Board also desired that observations of Director Mr. S. Hasan on the minutes of meeting held on 18-5-1981 under the Chairmanship of Federal Finance Secretary contained in Annexure 'B' to the Chairman's Memo No.85/81(a) be communicated to the Government.

ITEM 5: AMENDMENTS TO THE SERVICE REGULATIONS.

I. The Board considered Executive Director B&A's Memorandum No.86/81(a) proposing following amendments to the Service Regulations which have become necessary in consequence of the acceptance of recommendations of the Anomalies Committee:-

65TH MEETING OF THE BOARD OF DIRECTORS

DIRECTORS	HELD AT	ON	TIME
MINUTE BOOK	Karachi	Thursday 27th August, 1981	9.30 A.M.

1. In regulation 4 clause (i) against pay scale 3, the following note be added:-

"plus special pay of Rs.30 per month to typists having a speed of not less than 40 w.p.m. and of Rs.15 per month to typists having a speed of not less than 30 w.p.m." and in the draft amendments, the provision for typing allowance be omitted and sub-regulation (4) of Regulation 9 in the original Service Regulations providing for typing allowance be also omitted.
2. In regulation 4 clause (i) against pay-scale 4 & 5 the following note be added:-

Pay Scale 4.
"plus special pay of Rs.50/- to stenotypists"
Pay Scale 5.
"plus special pay of Rs.50/- to stenographers"
3. Draft proviso to Regulation 4 clause (i) after pay-scale 7 be revised to read as follows:-

"Provided that where an employee in pay scale 1-7 has reached the top of his scale and he has continuously earned good Confidential Reports for the last four years, he shall be allowed to move over to the next pay scale. In case his confidential reports for the last four years of his service in the lower scale are less than good, the employee shall have to wait at the top of his scale until he has earned four good reports continuously. Moving over to the next pay-scale shall not be deemed to be a promotion to a post in that scale."
Explanation: An employee in pay-scale 1 and 2 shall be deemed to have earned four good continuous confidential reports if no disciplinary action has been taken against him during the last four years and the departmental head recommends his moving over."
4. Draft sub-regulation 6 of Regulation 9 be revised to read as under:-

"(6). Local Compensatory Allowance.-
(a) Local Compensatory Allowance shall be paid to employees in pay-scale 1-7 serving

65TH MEETING OF THE BOARD OF DIRECTORS

HELD AT

ON

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Karachi

Thursday 27th August, 1981

9.30 A.M.

in the cities of Karachi, Lahore, Rawalpindi, Islamabad, Peshawar, Quetta, Hyderabad, Multan and Faisalabad at the following rates, namely:-

- (i) Karachi and Islamabad. 10%
- (ii) Lahore, Rawalpindi, Peshawar and Quetta. 5% of pay subject to minimum of Rs.25/- p.m. for employees in pay scale 1 and Rs.35/- p.m. for other employees.
- (iii) Hyderabad, Multan and Faisalabad. Rs.25/- p.m. for employees in pay scale 1 and Rs.35/- p.m. for other employees.

(b) Local Compensatory Allowance shall be paid to employees in pay-scale 8-13 serving in the cities of Karachi, Lahore, Rawalpindi, Islamabad, Peshawar and Quetta at the following rates, namely:-

- (i) Karachi and Islamabad. 10% of the pay subject to a maximum of Rs.200 p.m.
- (ii) Rawalpindi, Lahore, Quetta and Peshawar. 5% of the pay subject to a maximum of Rs.100/- p.m."

II. The following further amendments were proposed in consequence of the benefits given to officers under Federal Government directives:-

(i) In draft regulation 4 clause (i) relating to pay-scales entries against pay-scale 8-13 be revised as under:-

- | | |
|--------------------------------|-----------------------|
| "8. Junior Officer | 625-40-825/50-1575 |
| 9. Assistant Manager | 900-50-1150/60-2050 |
| 10. Deputy Manager | 1250-75-1700/100-2800 |
| 11. Manager | 1700-100-3200 |
| 12. Assistant General Manager. | 2250-125-3625 |
| 13(a) Deputy General Manager. | 2550-150-4050 |
| 13(b) General Manager | 2700-150-4350" |

9

65TH MEETING OF THE BOARD OF DIRECTORS

DIRECTORS

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ON

TIME

MINUTE BOOK

Karachi

Thursday 27th August, 1981

9.30
A.M.

(ii) In regulation 9 sub-regulation (1) relating to house rent allowance draft amendment of clause (b) be revised as follows:-

"to other employees at the rate of
45% of their pay"

(iii) In regulation 9 sub-regulation (2) relating to conveyance allowance draft amendment be revised as under:-

"Conveyance Allowance/Motor Car Maintenance Allowance. (a) Conveyance Allowance shall be paid to the employees at the following rates:

- | | |
|------------------------------------|-------------|
| (i) Employees in pay scale 1-7. | Rs.125 p.m. |
| (ii) Employees in pay scale 8. | Rs.110 p.m. |
| (iii) Employees in pay scale 9-13. | Rs.160 p.m. |

(b) Motor car maintenance allowance in lieu of conveyance allowance shall be paid to an employee in pay-scale 9-13 who maintains a car and whose pay exceeds Rs.1250/- per month at the rate specified below, namely:-

Employees in Pay Scale 9.	Rs.225 p.m.
Employees in Pay Scale 10.	Rs.375 p.m.
Employees in Pay Scale 11.	Rs.475 p.m.
Employees in Pay Scale 12.	Rs.575 p.m.
Employees in Pay Scale 13.	Rs.675 p.m."

Executive Director B&A's Memorandum No.86/81(b) enclosing Ministry of Commerce comments communicated vide its letter dated 11th May, 1981, on the amendments approved by the Board in its 60th meeting were placed before the Board. The Board agreed (except as detailed below) with the Ministry's comments (in so far as it aimed at making the amendments conform to the Wage Commission Awards and Government directives for officers) and desired that the draft amendments be revised accordingly:-

(a) The Board observed that regulation 22 is being amended pursuant to first Wage Commission Award which is no longer in force and desired that the question whether the amendment of said regulation is still required be examined by Law Department.

(b) The Board did not agree to the Ministry's suggestion as to the manner of amendment of regulation 32 relating to suspension and was of the view that the amendment approved by it in the 60th Meeting was in accordance with the Government directives for officers.

CHAIRMAN'S
INITIALS


65TH MEETING OF THE BOARD OF DIRECTORS

HELD AT	ON	TIME
Karachi	Thursday 27th August, 1981	9.30 A.M.

ITEM 6: (a) INCENTIVES AND AWARDS TO EMPLOYEES
IN GRADE 8 AND ABOVE.

The Executive Director B&A's Memorandum No.87/81 with regard to grant of incentives and awards to Corporation's Officers was placed before the Board. The Executive Director B&A explained that on reference by the Corporation the Ministry of Commerce vide its letter dated 21st July, 1981 agreed that the State Life Insurance Corporation of Pakistan, National Insurance Corporation and Pakistan Insurance Corporation, may revise the rates of technical allowance/cash incentives for officers as and when considered expedient and justified. However, the Ministry has desired that in order to maintain uniformity in the rates, the Chairman of the three Corporations may decide this matter jointly.

The Executive Director stated that a meeting of the three Chairmen was held on 25th August, 1981 in the office of the Chairman, State Life, on this subject. It was the unanimous view of all the three Chairmen that it was not practicable and advisable to maintain uniformity in the three Corporations in regard to the rates of Technical Allowances/Incentives as the requirements, needs and circumstances of these Corporations were widely different. The Chairmen, therefore, felt that the Board of Directors of each Corporation may decide on the scale of Technical Allowance/Cash Incentive payable to its officers keeping in view their own needs and requirements.

The Executive Director B&A proposed that the Board approve implementation of its decision recorded at item 3 of the Minutes of its 61st meeting increasing technical allowances in respect of various qualification payable to officers.

The Board resolved that a reference may be made to the Ministry of Commerce and difficulties felt by the Chairmen of three Corporations as aforesaid may be pointed out. After the Ministry approves the proposal that this Corporation may increase the technical allowance according to its requirements and waives the condition of coordination among the three Corporations the decision of the Board in this regard recorded in item 3 of the minutes of its 61st meeting may be implemented.

The Board also approved the following scale of allowances for passing each subject/paper of Associateship and Fellowship of the Chartered Institute of Insurance after Ministry of Commerce approval referred to in the preceding paragraph is received:-

- | | |
|---|------------------------------|
| (i) Associateship of Chartered Institute of Insurance (9 subjects) both under old and new scheme. | Rs.30 per subject per month. |
| (ii) Fellowship of Chartered Institute of Insurance: | |
| (a) Under the old scheme (3 subjects) | Rs.65 per subject per month. |
| (b) Under the new scheme (5 subjects) | Rs.40 per subject per month. |

65TH MEETING OF THE BOARD OF DIRECTORS

RECTORS	HELD AT	ON	TIME
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(b) EXTENSION IN SERVICE PERIOD - MR. E.A. JAFRI
A.G.M. KARACHI ZONE.

The Executive Director B&A placed before the Board the request dated 6th August, 1981 of Mr. E.A. Jafri, Assistant General Manager, Karachi Zone, addressed to the Chairman for extension of his service period by 3½ years after attaining age of superannuation. He had taken the plea that his services were terminated on 3rd September, 1975 and he remained out of service until his reinstatement in March, 1979 under M.L. Order 23. The Board did not agree to his request.

There being no other business, the meeting ended with a vote of thanks to the Chair.

N. A. Jafrey
(N.A. Jafrey)
Chairman