

93RD MEETING OF THE BOARD OF DIRECTORS

DIRECTORS	HELD AT	ON	TIME
MINUTE BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

In pursuance of the notice dated 1st November, 1988 the 93rd Meeting of the Board of Directors was held on Monday, the 21st November, 1988 at 10.30 A.M. at the Principal Office at Karachi.

The following attended the Meeting:-

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|----|-------------------------|----------|
| 1. | Mr. M.A.M. Siddiqui, | Chairman |
| 2. | Dr. A.H. Khan, | Director |
| 3. | Mr. Nisar Un Nabi, | Director |
| 4. | Mr. Sameeul Hasan, | Director |
| 5. | Mr. Nazier Ahmed Jajvi, | Director |

Mr. Asim S.M. Khan, Secretary Board was also present.

The Meeting started with the recitation from the Holy Quran. At the commencement of the Meeting the Chairman welcomed Dr. A.H. Khan as Director who has replaced Mian Mumtaz Abdullah. Chaudhry Safdar Ali, Director, retired on 30th October, 1988. The Board placed on record its appreciation of the valuable services rendered by Mian Mumtaz Abdullah and Chaudhry Safdar Ali as Directors of the Corporation.

The Agenda for the Meeting was taken-up and the following business was transacted:-

ITEM NO. 1: CONFIRMATION OF THE MINUTES OF 92ND MEETING OF THE BOARD OF DIRECTORS HELD ON 31ST JULY, 1988.

The Minutes of the 92nd Meeting of the Board of Directors held on 31st July, 1988 were confirmed.

ITEM NO. 2: TO RECORD THE MINUTES OF THE FOLLOWING MEETING OF THE EXECUTIVE COMMITTEE.

The Board recorded the Minutes of the 130th Meeting of the Executive Committee held on 9th June, 1988.

ITEM NO. 3: TO CONSIDER IMPLEMENTATION REPORT ON THE DECISIONS TAKEN IN PARTIAL ITEMS OF (91ST) AND 92ND MEETING OF THE BOARD OF DIRECTORS.

Secretary's report on implementation of the decisions taken in the above Meetings of the Board was considered. The Board directed as under:-

(i) 92ND MEETING.

Item No.3(ii): 89th Meeting.

Item No.6(xi): HOUSE RENT ALLOWANCE:

The Matter was considered by the Board and it was decided that the matter may be referred to the Ministry again as Board's approval for increase in House Rent Allowance pertains to officers drawing pay upto Rs.2,815/- per month only.

(ii) Item No.3(iii): 91st Meeting - Item No. 6 'k':
[ED(inv)Memorandum No. 17/88]

TO INCREASE RATE OF RETURN ON POLICY LOANS TO 12% PER ANNUM.

The Board decided that the rate of interest would be 12% per annum compound.

(iii) Item No. 5: CASH IN BANK AT KENYA.

The Board desired to know the reasons of delay and directed that the matter should be settled without further delay as per earlier decision. Dy.General Manager(PHS) should expedite the supply of information required

CHAIRMAN'S
INITIALS



HELD AT

ON

TIME

Karachi

Monday, 21st November, 1988

10.30 A.M.

by Dy.General Manager(B&A).

- (iv) Item No.6(iii): SALE OF PLOT BELONGING TO DEFUNCT
CHRISTIAN MUTUAL INSURANCE COMPANY.
[Executive Director(RED)'s Memorandum No. 42/88]

The Board decided that the sale of these plots should be expedited.

- (v) Item No.6(VI): PURCHASE OF LAND ADJACENT TO STATE
LIFE BUILDING NO. 3.

The Board decided to give up the purchase of land in view of the position explained by Executive Director(RED).

- ITEM NO. 4: CONSTRUCTION OF PHASE-II, STATE LIFE BUILDING ON
PLOT NO. 7, BLUE AREA, ISLAMABAD.
Executive Director(RED)'s Memorandum No. 54/88.

The Board considered and approved in principle the proposal of Executive Director(RED) for construction of Phase-II of the project on plot No.7, Blue Area, Islamabad but directed that the detailed estimates of cost should be put up to the Board in due course and the possibility of effecting improvements in the approved design may also be explored.

- ITEM NO. 5: APPOINTMENT OF AUDITORS FOR 1988.

The Board recorded the decision taken by circulation on the Memorandum dated 5th October, 1988 of Executive Director(F&A) for appointment of Auditors.

- ITEM NO. 6: LONDON OFFICE OPERATIONS.
Executive Director(S&D)/Chairman Memorandum No. 55/88.

The Board considered the Memorandum of Executive Director(S&D)/Chairman regarding two proposals for £200,000 and £100,000 respectively which were submitted by Mian Khurshid Alam alongwith his letter of 19th February, 1988 personally to the Chairman. Mian Khurshid Alam in his letter stated that the proposals were accepted in view of the letter from the Ministry of Commerce to keep the decision of the Board in abeyance till the matter was re-examined by the Ministry.

The Board noted the acceptance of the two proposals as mentioned above and approved the proposals of Executive Director(S&D) that no further new business from UKMO be accepted as per earlier decision.

- ITEM NO. 7: AMENDMENT IN STATE LIFE EMPLOYEES(MEDICAL ATTENDANCE)
REGULATIONS, 1973.
Executive Director(F&A)'s Memorandum No. 56/88.

The Board considered the amendments necessitated due to the changes in the medical facilities of the employees under III and IV Wage Commission Awards and extension of hospitalisation facilities to dependant parents and officers. The Board approved the draft notification of amendments in the State Life Employees(Medical Attendance) Regulations, 1973 as per Annexure 'A' for approval of Federal Government and publication in the Gazette of Pakistan.

- ITEM NO. 8: AMENDMENT IN STATE LIFE EMPLOYEES(SERVICE) REGULATIONS,
1973. Executive Director(F&A)'s Memorandum No. 57/88.

Board considered the amendments necessitated in the Service Regulations due to the changes made under the III and IV Wage Commission Awards

93RD MEETING OF THE BOARD OF DIRECTORS

RECTORS	H E L D AT	ON	TIME
UTE BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

for employees and Government directives and orders of the Board and approved the draft notification of amendments in the State Life Employees (Service) Regulations, 1973 as per Annexure 'B' for approval of the Government and notification in the Gazette of Pakistan.

ITEM NO. 9: PURCHASE OF SURPLUS DEFENCE LAND AT KARACHI, MEETING WITH THE MILITARY ESTATE OFFICER, KARACHI.

The Board recorded the proposal of Executive Director (RED) approved by circulation for investment of an amount of Rs.75 to Rs.100 crores in suitable surplus Defence lands and authorising the Executive Committee to select suitable sites and bid/negotiate for the purchase of suitable plots.

ITEM NO.10: REPLACEMENT OF OLD LIFTS OF STATE LIFE BUILDINGS. Executive Director (Inv. & RED) 's Memorandum No.58/88.

The Board considered Executive Director (RED) 's proposal for replacement of lifts as under:-

(a) STATE LIFE BUILDING, RAWALPINDI.

Two lifts of speed 90 meter per minute.

(b) STATE LIFE BUILDING NO. 2, KARACHI.

Additional lift for 16 passengers to ease traffic situation.

(c) STATE LIFE BUILDING, PGI SQUARE, LAHORE.

One lift of 60 meter per minute, power operated doors and having a capacity of 6 persons.

(d) STATE LIFE BUILDING NO. 3, KARACHI.

One lift for 6 passengers to replace one of the existing two lifts.

(e) STATE LIFE BUILDING NO. 4, KARACHI.

Overhauling and repairing of four lifts in State Life Building No. 4, Karachi.

The Board approved in principle purchase/replacement/overhauling as proposed above, subject to provision in the capital budget. The Board also directed that the process of purchase of new lifts and overhauling and repair of lifts at State Life Building No. 4, should be initiated.

ITEM NO. 11: REVISION OF 1988 BUDGET ESTIMATES. Executive Director (F&A) 's Memorandum No.59/88.

The Board considered the Memorandum of Executive Director (F&A) and approved additional budget for 1988 as under:

(Rupees in Million)

S.No.	Head of Account	Life	R.E.D.	Group	Total
1.	Salaries	3.353	0.195	0.152	3.700
2.	Allowances	1.096	0.874	0.030	2.000
3.	Overtime	1.356	0.138	0.006	1.500
4.	Medical Staff	1.185	-	0.115	1.300
5.	Medical Officer	0.885	-	0.115	1.000
6.	Utilities	0.430	0.760	0.010	1.200
7.	Wages	0.902	-	0.098	1.000
8.	Field & Allied Facilities	3.000	-	-	3.000
	TOTAL ..	12.207	1.967	0.526	14.700

CHAIRMAN'S INITIALS

W

93RD MEETING OF THE BOARD OF DIRECTORS

HELD AT	ON	TIME
Karachi	Monday, 21st November, 1988	10.30 A.M.

ITEM NO. 12: CREATION OF PERMANENT POST OF GARDENERS FOR REAL ESTATE DIVISION, KARACHI.

Executive Director(F&A)'s Memorandum No.60/88.

The Board considered the proposal of Executive Director(F&A) and approved conversion of 15 temporary posts of Garderners into permanent posts.

ITEM NO. 13: ADDITIONAL POSTS OF LIFTMAN.

Executive Director(F&A)'s Memorandum No. 61/88.

The Board considered the proposals of Executive Director(F&A) and approved additional temporary posts of liftman for the new lifts as under:

<u>S T A T I O N</u>	<u>ADDITIONAL POST.</u>
Peshawar	2
Islamabad	5
Karachi	6

As for Lahore the Board decided that the lifts which are automatic should work without lift operators on experimental basis at Lahore. A temporary vacancy of lift Mechanic was approved for Lahore.

ITEM NO. 14: ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR.

- (i) Purchase of Surplus Defence Land - Auction of Commercial Plots on Abbasi Shaheed Road, Karachi, by Military Estate Officer, Karachi.
Executive Director(RED)'s Memorandum No.62/88.

The Board considered the Memorandum of Executive Director(RED) explaining participation in the auction of Commercial plots by the Military Estate Officer, Karachi and noted that State Life was successful in purchasing four plots measuring 18,079 sq.yds. for total consideration of Rs.121,878,195/- through open public auction.

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

M. A. Q.

CHAIRMAN.

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ANNEX 'A'

STATE LIFE INSURANCE CORPORATION OF PAKISTAN

NOTIFICATION

No.PL-2(1).- In exercise of the powers conferred by Article 49 of the Life Insurance(National) Order, 1972 (P.O. 10 of 1972) the State Life Insurance Corporation of Pakistan with the previous approval of the Federal Government, hereby makes the following further amendments in the State Life Employees (Medical Attendance) Regulations, 1973, namely:-

1. In regulation-2,
 - (a) in sub-regulation(5) for the proviso the following shall be substituted, namely:

"Provided that for the hospitalization only, the 'family' shall also include parents of an employee residing with and wholly dependent on him;" and

93RD MEETING OF THE BOARD OF DIRECTORS

RECTORS	HELD AT	ON	TIME
DATE BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

- (b) in sub-regulation(8) for clause (iv) the following shall be substituted, namely:
- "(iv) dental treatment including treatment of a jaw bone disease or gum boils, the whole sale removal of teeth, the removal of odontomes, impacted Wisdom teeth and the treatment of Pyorrhoea but excluding the provision of dentures."
2. For regulation 3, the following shall be substituted, namely;
- "3. Free Medical attendance and treatment:
- (i) An employee in pay scales 8(E.O.) to 13 and his family shall be entitled to free medical attendance and treatment by the authorised medical attendant at the Corporation's expenses; and
- (ii) an employee in pay scales 1 to 8(Supdt), MN-I to MN-III shall be paid medical allowance at 15% of the basic pay subject to a maximum of Rs.150/- per month in lieu of the benefit in (i) above. He shall be allowed cost of Clinical/ Pathological/Radiological tests (such as X-Rays, Electro-cardiogram, Blood, Urine, Sputum, tests and examinations) in addition to the monthly medical allowance subject to the condition that the total expenses in respect of these tests or examinations would not exceed Rs.500/- per employee each year."
3. In regulation 5,
- (a) in sub-regulation (2) for the words and figures "in pay scales 1 to 7" the words and figures "in pay scales 1 to 8(Supdt), MN-I to MN-III" shall be substituted; and
- (b) for sub-regulation(3) the following shall be substituted, namely:
- "(3) An employee or member of his family, hospitalized under sub-regulation(1) or (2) shall be entitled to hospital accommodation in the following scales:
- | | |
|--|-------------------|
| (i) Employees in Pay scales 1 & 2. | General Ward |
| (ii) Employees in Pay scales 3 to 5, MN-I and MN-II | Semi Private Room |
| (iii) Employees in Pay scales 6 to 8(Supdt), MN-III and Pay Scales 8(E.O.) to 11 | Private Room. |
| (iv) Employees in Pay Scales 12 and above. | Special Ward" |
4. For regulation 6, the following shall be substituted, namely:-
- "6. Maternity Charges:
- The Corporation shall bear actual maternity expenses of married female employee or the dependant wife of an employee in an approved hospital subject to the employee's respective entitlement to the hospital accommodation;
- provided that if the confinement takes place at the residence of an employee or at a place other than an approved hospital, the maternity charges shall be borne by the Corporation on actual basis upto a maximum of Rs.300/- in any one case;
- Provided further that maternity charges shall not be borne by the Corporation for more than five times during the entire service of an employee with the Corporation."

CHAIRMAN'S INITIALS



93RD MEETING OF THE BOARD OF DIRECTORS

HELD AT	ON	TIME
Karachi	Monday, 21st November, 1988	10.30 A.M.

5. In regulation 7,
the last words "excepting the provision of dentures" shall be omitted.

(M.A.M. Siddiqui)
Chairman

ANNEXURE 'B'

STATE LIFE INSURANCE CORPORATION OF PAKISTAN

NOTIFICATION.

No.PL-1(7).- In exercise of the powers conferred by Article 49 of the Life Insurance (Nationalisation) Order 1972 (P.O. No. 10 of 1972), the State Life Insurance Corporation of Pakistan, with the previous approval of the Federal Government, hereby makes the following further amendments in the State Life Employees(Service) Regulations, 1973, namely;

In the aforesaid Regulations:-

1. In regulation 4,-
(a) for clause (i) the following shall be substituted, namely:-
"i) The grades and pay scales of the posts in the Corporation shall be as follows:

Grade/Pay Scale No.	Posts	Pay scales
1	2	3
1	Sanitary worker, Cleaner, Naib Qasid, Messenger, Security Guard/Chowkidar, Farash, Gardener	555-30-1155
2	Qasid, Record Sorter, Gestetner Operator, Liftman, Helper.	630-33-1290
3	Driver, Chauffeur, Gestetner Operator (after 10 years of continuous service)	655-35-1355
4	Junior Clerk, Typist, Adrema Operator	725-40-1525
5	Senior Clerk, Comptist, Punch Operator, Telephone Operator	750-45-1650
6	Stenotypist, Assistant	940-50-1940
7	Stenographer	1130-70-2530
8	Superintendent, Private Secretary Stenographer(Selection Grade).	1315-100-2815

Maintenance Staff:

MN-I	Assistatn Electrician, Assistant Mechanic, Assistant Mason, Assistant Carpenter, Assistant Plumber, Assistant Painter, Assistant Draftman, Assistant Quantity Surveyor, Head Cleaner.	655-35-1355
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93RD MEETING OF THE BOARD OF DIRECTORS

RECTORS	Held AT	ON	TIME
NOTE BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

Grade/Pay Scale No.	Posts	Pay Scales
1	2	3

MN-II Electrician, Mechanic, Plumber, Carpenter, Painter, Quantity Surveyor, Garrage Supervisor, Security Guard Incharge, Mason. 750-45-1650

MN-III Building Supervisor, Civil Supervisor, Foreman, Electrical Supervisor, Senior Carpenter, Senior Painter, Senior Quantity Surveyor, Building Caretaker, Lift Supervisor, Mechanical Supervisor, Senior Plumber. 1130-70-2530

Note-1 Where an employee in pay scales 1 to 8 and MN-I to MN-III has reached the maximum of his pay scale he shall be allowed to move over to the next higher pay scale provided out of previous four ACRs grading in at least two ACRs are "Good". Moving over to the next higher pay shall not deemed to be a promotion to a post in that scale.

Note-2 An employee in pay scales 1 to 3 and MN-I shall deemed to have earned "Good" Confidential Reports if no disciplinary action has been taken against him during the last four years and the Departmental Head recommends his moving over.

8	Executive Officer	1350-115-3075
9	Assistant Manager	2065-155-3925
10	Deputy Manager	2580-195-4530
10(a)	Area Manager	Special basis or Ordinary basis as per clause(ii)
11	Manager	3140-205-5790
12	Assistant General Manager	4000-220-6200
13(a)	Deputy General Manager	4650-230-6950
13(b)	General Manager	5420-290-7740

Note:- An officer in pay scales 8 to 11 drawing the maximum pay in his pay scale for one year from the date of last revision/fixation of pay shall be allowed to move-over to the next higher pay scale provided an officer in pay scale 8 or 9 has earned grading at least "Good" in two annual confidential reports out of the last three ACRs and an officer in pay scale 10 or 11 has earned grading at least "Good" in all the last three ACRs and there is no adverse remarks in his ACRs. The move over shall not be deemed to be a promotion to the post in the next higher scale of pay.

(b) in clause (ii), in sub-clause(b) for the figure "1250" the figure "2580" shall be substituted.

2. In regulation 7-A:
in sub regulation(1) for the word and figures "1 to 7" words and figures "1 to 8" (Supdt.) and "MN-I to MN-III" shall be substituted.

CHAIRMAN'S INITIALS



93RD MEETING OF THE BOARD OF DIRECTORS

HELD AT	ON	TIME
Karachi	Monday, 21st November, 1988	10.30 A.M.
<p>3. In regulation 7-B;</p> <p>(a) in sub-regulation(1) the words and figures "in pay scale 1 to 7" shall be omitted.</p> <p>(b) in sub-regulation(2), in Note-2 between the words "concerned" and "will" the words and figures "in pay scale 1 to 8(Supdt) and MN-I to MN-III" shall be inserted.</p> <p>(c) after Note 2 the following new Note 3 shall be inserted, namely;</p> <p>"Note-3 officers in pay scale 8 to 13 will on production of satisfactory proof, be reimbursed:-</p> <p>(a) 50 per cent of the cost of books for examination of Chartered Insurance Institute and 90 per cent of cost of books for the examination of Institute Actuaries or Faculty of Actuaries, and</p> <p>(b) 50 per cent of the fee for the examination of Chartered Insurance Institute on registration and 50 per cent on passing the examination and 90 per cent of the fee for the examination of Institute of Actuaries or Faculty of Actuaries on registration and 10 per cent on passing the examination."</p> <p>4. In regulation 9;</p> <p>(a) in sub-regulation (1) for clause (a) the following shall be substituted, namely;</p> <p>"(a) To employees in pay scales 1 to 8 (Supdt) and MN-I to MN-III at the rate of 55% of their pay."</p> <p>(b) In sub-regulation (2) for clause (a) the following shall be substituted, namely;</p> <p>"(a) Conveyance Allowance shall be paid to the employees at the following rates:</p> <p>(i) Employees in pay scales 1 to 8 (Supdt) and MN-I to MN-III - Rs.125/- p.m.</p> <p>(ii) other employees Rs. 160/- p.m.</p> <p>Provided that employees mentioned in sub-clause (i) above who have their own Motor-cycle/Scooter will be allowed Conveyance Allowance at a higher rate of Rs.140/- per month.</p> <p>(c) In sub-regulation (4) earlier omitted vide Notification No.1(5)/75-INS(N) dated 25.11.1981; the following shall be inserted namely,</p> <p>"(4) Typing Allowance as Special Pay:- Typing Allowance as a Special Pay shall be paid to a Typist at the following rates:</p> <p>(i) Typist with the minimum speed of 30 words per minute ..Rs. 30/- per month.</p> <p>(ii) Typist with the minimum speed of 40 words per minute Rs.40/- per month.</p>		

93RD MEETING OF THE BOARD OF DIRECTORS

ECTORS	HELD AT	ON	TIME
TE BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

(d) Sub-regulation(6) "Local Compensatory Allowance shall be omitted.

(e) for sub-regulation(7) the following shall be substituted, namely;

"(7) Fixed Conveyance Allowance:

A fixed conveyance allowance of Rs.40/- per month shall be paid to such Naib Qasids or Messengers who are required to perform Out Door Duties on regular basis provided the individual concerned covers 300 K.M. every month. Such allowance will cease to be admissible on an employee ceasing to perform the Out Door Duties."

(f) Sub-regulations (8) and (9) shall be omitted.

(g) for sub-regulation (10) the following shall be substituted, namely:-

"(10) Cash handling allowance:

The employees in pay scales 4 to 8 (Supdt) who are required to handle cash should be designated as Cashier and paid cash handling allowance at the rate noted below:

<u>Cash Handled each month</u>	<u>Amount of Allowance.</u>
Upto Rs. 50,000/-	Rs.50/- per month
Between Rs. 50,000/- to Rs.1,00,000/-	Rs.75/- per month
Rs.1,00,000/- and above	Rs.100/-per month

Note-Qasid/Naib Qasid should not be put on cash work.

(h) in sub-regulation(11) in clause (a) for the word and figures "1 to 7" words and figures "1 to 8 and MN-I to MN-III" shall be substituted and for the figures "150" the figure "200" shall be substituted; and in clause (b) for the figure "150" the figure "175" shall be substituted.

(i) The following new sub-regulation (12) shall be inserted, namely:-

(12) Education Allowance:-

Employees in pay scales 1 to 8(Supdt) and MN-I to MN-III shall be paid Education allowance at the following rates:-

(a) Upto Matric	Rs.25/- per month per child subject to a maximum of Rs.75/- per month for three child.
(b) College Education	Rs.60/- per month for one child.
(c) Professional and Technical Education including 3 years Diploma course in the field of Engineering and Medicine	Rs.85/- per month for one child.

The maximum availability of the allowance to an employee is restricted to Rs.170/- per month for a maximum of three children.

4A. In regulation 14, in sub-regulation(2) for the word and figures "1 to 4", the words and figures "1 to 4 and MN-I" shall be substituted and

CHAIRMAN'S
INITIALS



93RD MEETING OF THE BOARD OF DIRECTORS

HELD AT

ON

TIME

Karachi

Monday, 21st November, 1988

10.30 A.M.

for the words and figures "5 to 7" the words and figures "5 to 8 (Supdt), MN-II and MN-III" shall be substituted.

5. In regulation 19,
 - (a) in sub-regulation(1) for the word and figures "1 to 7" the words and figures "1 to 8(Supdt) and MN-I to MN-III" shall be substituted.
 - (b) in sub-regulation(2) the word and figures "in pay scales 1 to 7" shall be omitted; and
 - (c) sub-regulation (3) shall be omitted.
6. In regulation 22, in sub-regulation (1), in clause (a) for the word and figures "1 to 7" the words and figures "1 to 8 (Supdt) and MN-I to MN-III" shall be substituted.
7. In regulation 23, in sub-regulation (2), the words and figures "in pay scales 3 to 7 and above" shall be omitted.
8. Regulation 27 shall be renumbered as sub-regulation of that regulation and after sub-regulation renumbered as aforesaid the following new sub-regulation shall be added, namely:

"(2) Any communication in any manner whatsoever written or verbal of service matter, including posting and transfers etc., and forwarding advance copies of request to any other agencies/organisations within the country or abroad, shall not be made by any employee except through his immediate officer. Any breach in this regard shall render the employee liable to disciplinary action."
9. In regulation 32, in sub-regulation (1) for the word and figures "1 to 7" the words and figures "1 to 8(Supdt) and MN-I to MN-III" shall be substituted.
10. In regulation 36,
 - (a) in sub-regulation (1) for the clause (ii) and (iii) the following shall be substituted, namely:
 - "(ii) If he is in pay scales 4 to 8,
MN-II & MN-III or drawing
pay Rs.1000/- First Class
 - (iii) If he is in pay scales 1 to 3
and MN-I or drawing pay less
than Rs.1000/- per month. Second Class
 - (b) in sub-regulation (3) for clause (ii) the following shall be substituted, namely:
 - "(ii) Transfer Grant -
 - (a) An employee in pay scales 1 to 8(Supdt) and MN-I to MN-III shall be entitled to transfer grant equal to one month's pay subject to a minimum of Rs.200/- and maximum of Rs.2000/-;
 - (b) An officer in pay scales 8 to 13 shall be entitled to transfer grant equal to one month's pay subject to a maximum of Rs.4000/- if having a family and half month's pay subject to a maximum of Rs.2000/- if not having a family."

93RD MEETING OF THE BOARD OF DIRECTORS

RECTORS	H E L D A T	O N	T I M E
UTE BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

(c) in sub-regulation(3) for clause (iv) following shall be substituted, namely:

"(iv) Cost of transportation by goods train of personal effects upto the following limits irrespective of the mode of transport:

	If having a family	If not having a family
If he is in pay scales 9 to 13	4500 Kg	2250 Kg
If he is in pay scale 8(Executive Officer)	3000 Kg	1500 Kg
If he is in pay scales 4 to 8(Supdt.), MN-II and MN-III.	1500 Kg	750 Kg
If he is in pay scales 1 to 3 & MN-I	750 Kg	375 Kg

Note: The officer will be eligible for payment of cost of carriage of personal effects upto the above limits at the rate of paisa 0.083 per Kg per K.M. (or paisa 1.66 per unit of 20 Kg per K.M.) and will not be required to disclose the means of transport or produce receipts of actual amount paid"

(d) in sub-regulation(3) after clause(v) the following new clause (vi) shall be inserted, namely:

"(vi) Cost of transportation of car by road in case of an officer at 60 paisa per K.M. and a Motor-cycle or Scooter in case of other employees at 20 paisa per K.M. provided the employee was in possession of car or Motor-cycle or scooter and was entitled to car maintenance allowance or increased conveyance allowance as the case may be."

11. In regulation 37, Sub-regulation(1) shall be substituted by the following, namely:

"(1) For journeys or part thereof performed by road by public transport plying for hire on single seat basis, an employee shall be entitled to mileage allowance at the following rates:

- (i) Officer in pay scales 8 to 13 Paisa 32 per K.M.
- (ii) Other employees Paisa 20 per K.M.

Provided that journey or part thereof performed by engaging full taxi or Motor rickshaw or in the employee's own car a mileage allowance shall be admissible at the following rates:

<u>Mode of travel</u>	<u>Rate per K.M.</u>
(i) Personal car or engaging full taxi	Rs. 2.00
(ii) Motor Rickshaw	Rs. 0.65

12. In regulation 38 in sub-regulation(3), in clause(iii) after the figures "36(3)(v)" word and figures "and 36(3)(vi)" shall be added.

13. In regulation 40, for sub-regulation(1) the following shall be substituted, namely:

"(1) An employee shall draw daily allowance on tour for the period of absence from his station of posting subject to a maximum of one month at a time, at any one station as under:

Pay limit for officer	<u>Rate of daily allowance</u>	
	<u>Special rate</u>	<u>Ordinary rate</u>
	Admissible at Islam- abad, Karachi, Lahore, Rawalpindi, Peshawar, Quetta, Multan, Faisal- abad and Hyderabad.	Admissible at other places.
From Rs.5000 & above per month	Rs.150 per day	Rs.130 per day
From Rs.3200 to Rs.4999 p.m.	Rs.130 per day	Rs.110 per day
From Rs.2100 to Rs.3199 p.m.	Rs.110 per day	Rs. 95 per day
Upto Rs.2099 per month	Rs. 70 per day	Rs. 60 per day

CHAIRMAN'S
INITIALS
V2

93RD MEETING OF THE BOARD OF DIRECTORS

HELD AT	ON	TIME
Karachi	Monday, 21st November, 1988	10.30 A.M.
<u>Pay limits for unionised employees:</u>		
Between Rs.1401 & Rs.2850 p.m.	Rs.65 per day	Rs.55 per day
Between Rs. 701 and Rs.1400 p.m.	Rs.55 per day	Rs.40 per day
Upto Rs. 700 p.m.	Rs.35 per day	Rs.25 per day
Provided that the maximum period for which daily allowance is admissible may be extended beyond one month by the Chairman or Zonal Road as the case may be where it is necessary to do so in the Corporation's interest."		
14. In regulation 50, (a) after the word "employee" the word and figures "in pay scales 8(E0) to 13" shall be inserted, and (b) at the end the following note shall be added, namely:		
Note-other employee shall be entitled to leave as prescribed under Third Wage Commission Award."		
15. In regulation 61, the proviso shall be omitted.		
16. In regulation 63, Sub-regulation(2) shall be omitted.		
17. In regulation 67, the proviso shall be substituted by the following,namely: "Provided that instalment of repayment of house building loan or any other laon shall not exceed 35% of gross emoluments of an employee namely pay plus allowances. For loans other than house building loan the instalments of repayment of such loan shall not exceed 25% of the gross emoluments of an employee."		
18. Regulation 70 shall be omitted.		
19. For Regulation 71 the following shall be substituted, namely;		
"71. Uniform/Dress Allowance/Washing Allowance		
(1) Uniform-Qasid, Drivers, Security Guards/Chowkidars and Lift Operators shall be provided with Uniforms on the following scales:		
a. Winter Uniforms	2 in 3 years	
b. Summer Uniforms	3 in each year	
c. Shoes	2 pairs in each year, one pair each half yearly.	
d. Socks	2 pairs in each year. one pair each half yearly.	
e. Cap	Cap/P.Cap/Kullah with Turban, one each year.	
(2) <u>Dress Allowance:</u> Employees in pay scale 1, 2 and 3 and MN-I other than the employee mentioned in sub-Regulation above shall be paid Dress Allowance at Rs.30/- per month.		
(3) <u>Washing Allowance:</u> Drivers and Qasids shall be paid washing Allowance at Rs.35/- per month and other leveried staff at Rs. 25/- per month.		

93RD MEETING OF THE BOARD OF DIRECTORS

CTORS	HELD AT	ON	TIME
E BOOK	Karachi	Monday, 21st November, 1988	10.30 A.M.

20. In regulation 74,
- (i) in sub-regulation (1) for the words "two hundred & fifty rupees" the words "five hundred rupees" shall be substituted;
 - (ii) in sub-regulation (2), in clause (b) for the word and figure "Rs.1.20" the word and figure "Rs.4/-" shall be substituted and the words "subject to a maximum of two hundred and fifty rupees" shall be omitted.
 - (iii) in sub-regulation (3) for the word "far" the word "fare" shall be substituted.
 - (iv) in sub-regulation (4) for the words "four hundred rupees" the words "eight hundred rupees" shall be substituted.
21. In regulation 76 for sub-regulation (1) the following shall be substituted, namely;
- "(i) where an employee dies in a Zone other than the Zone of his domicile while in service, actual railway, sea or air fare as the case may be of the class of entitlement of the deceased employee from his last station of posting to his home town in the other Zone or to such other place in the Zone of domicile of the deceased to which the family may actually proceed shall be admissible to the family subject to the condition that the amount to be paid by the Corporation does not exceed the amount admissible from the last station of posting of the deceased to his home town."
 - "(ii) in sub-regulation (2) for the words "or carriage" the word "for carriage" shall be substituted.
 - "(iii) in sub-regulation (3) for the word "consession" the word "concession" shall be substituted.
 - "(iv) after sub-regulation (3) the following sub-regulations (4), (5) and (6) shall be added, namely;
 - "(4) In addition to the amount of T.A./Cost of transportation of personal effects provided for the bereaved family shall also be entitled to "Transfer grant" to the extent admissible to the deceased employee as on transfer from one station to another station.
 - (5) The amount payable under this Regulation shall be paid to the eldest member of the deceased employee's family on application to the Deputy General Manager (P&GS), Principal Office/Zonal Heads as the case may be. The application should contain the following particulars:
 - (i) Name of the deceased employee.
 - (ii) His designation and name of the office/department in which he was working at the time of his death.
 - (iii) Name and address of the applicant.
 - (iv) His/Her relationship with the deceased.
 - (v) Home town of the deceased employee and the place where the family intends to proceed.
 - (vi) Name of family members with age of each of them.
 - (vii) Approximate weight of personal effect to be transported.

CHAIRMAN'S INITIALS



93RD MEETING OF THE BOARD OF DIRECTORS

HELD AT

Karachi

ON

Monday, 21st November, 1988

TIME

10.30 A.M.

The application should be countersigned by a Class-I Civilian Officer, or a Commissioned Armed Forces Officer or an Officer of State Life not below the rank of Manager who will record a certificate thereon in the words "Certified that I personally know the above particulars to be correct."

6. Any change or revision in the rates or other terms and conditions for grant of Financial Assistant by the Government in cases of Government Servants at the station of duty that may hereafter be made by the Federal Government shall also apply to the employees of State Life Insurance Corporation of Pakistan.



(M.A.M. Siddiqui)
Chairman.