

No.F. 1(2)-Imp/94(i)

Islamabad, the 15<sup>th</sup> June, 1994

**Revision of Basic Pay Scales and Fringe Benefits for Civil Employees  
(B 1 – 22) of the Federal Government (1994)**

The President has been pleased to sanction the revision of Basic Pay Scales for the civil employees of the Federal Government B 1-22, paid directly from the civil Estimates and/or from the defence Estimates as detailed in the following paragraphs.

2. **Basic Pay Scales.**— The existing and the revised pay scales are detailed in the Annexure to this O.M. The revised pay scales shall replace the existing Pay Scales, 1991, in respect of those employees who give option for these pay scales, in terms of para 6(b) and shall **be** effective from the first June, 1994.

The undersigned is directed to refer to the Finance Division's Office Memorandum No.F.1(2)R.I/91 dated 24<sup>th</sup> November, 1991 and to state that it has been decided that the revised basic pay scales of civil employees of the Federal Government (1994), as introduced under the Finance Division's Office Memorandum No.F.1(2)-Imp/94(i) dated 15<sup>th</sup> June, 1994, would be applicable to all the contingent paid staff in BPS-1 to BPS-4 employed/to be employed in the Ministries/Departments on and after 01-06-1994 along with the fringe benefits, wherever applicable, as provided therein.

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[Authority: F.D. O.M. No.F.2 (2) R.I/94, 14-09-1994.]

3. **Initial Fixation of Pay.**—The initial fixation of pay of the employees who have been in Government service since before the 1<sup>st</sup> June, 1994, shall be effected w.e.f. 1-6-1994, as below:

- (i) *Employees in BPS 1 to 16.*—By allowing an increase at the rate of 35% of the pay actually drawn on 31-5-1994. The pay of the employees will be fixed at the stage equal to or if there be no stage, in the stage next above.
- (ii) *Employees in BPS-17 and above.*—Initial fixation of pay shall be made by allowing 35% increase on the pay actually drawn on 31-5-1994, in the following two phases:—

- (a) 20% of the increase shall be allowed w.e.f. 1-6-1994 by fixing pay in the relevant scale at the stage equal to or if there be no stage, at the stage next above.
- (b) The remaining 15% increase shall be allowed on and from 1-6-1995 by re-fixing pay in the relevant pay scale on 1-6-1994 by allowing 35% increase over pay drawn on 31-5-1994. The new pay so fixed will be drawn from 1-6-1995 without any arrears.
- (c) The annual increment shall continue to be admissible subject to the existing condition on the 1<sup>st</sup> of December each year.
- (d) The Ad hoc increase allowed as detailed below shall cease to be admissible from 1-6-1994:
  - i. Ad hoc Relief of Rs.100 p.m. sanctioned *vide* Finance Division's O.M. No. F. 1(26)-Imp.II/92(i) (ii), dated 20-7-1992 and O.M. No. F. 1(26)-Imp. II/92, dated 16-9-1992.
  - ii. Additional Ad hoc Relief of Rs.50 p.m. sanctioned *vide* O.M. No. F. 1(28)-Imp/93 (i) (ii) (iii), dated 21-8-1993.
  - iii. Additional Ad hoc Relief of Rs.50 p.m. sanctioned *vide* O.M. No. F. 1(9) Imp/94, dated 26<sup>th</sup> March, 1994.

4. **Fixation of Pay.**— In cases of promotion from a lower to higher posts/scale before introduction of these scales, the pay of the employee concerned in the revised scales may be fixed and so enhanced that it would not be less than the pay would have been admissible to him if his promotion to the higher post/scale had taken place after the introduction of these scales.

5. **Allowances.**—

- i. **Secretariat Allowance.**— With the introduction of new scales of pay, the Secretariat Allowance is abolished w.e.f. 1-6-1994 and the amount actually drawn on 31-5-1994 will be converted into Personal Allowance. Such Personal Allowance in case of Government employees in BPS 17-22 shall be reduced by the amount of annual

increments, by which the Government employee's pay may be increased after 1-6-1994, and shall cease as soon as his pay is increased by an amount equal to/or more than his Personal Allowance. Those in BPS 1-16 will be exempted from this adjustment to the extent that their Personal Allowance will not be reduced/adjusted.

ii. *Other Allowances, Special Pays etc.*— Special Pays and other allowances including House Rent Allowance will be maintained at the level drawn/admissible at the rates as on 31<sup>st</sup> May, 1994.

6. **Option.**—

- a. All existing Government employees are given option either to draw the existing pay scales plus Secretariat Allowance or the new pay scales plus Personal Allowance in the manner as at 5(i) above. Option **to** retain existing scale with Secretariat Allowance must, however, be given in writing by the employees concerned to the audit office/Drawing and Disbursing Officer concerned by the 15<sup>th</sup> July, 1994. Option once exercised shall be final.
- b. An existing Government employee who does not exercise and communicate such option within the prescribed time limit, shall be deemed to have opted to be governed by the new scales and abolition of Secretariat Allowance.

7. **Pension & Retirement Benefits.**—In the case of persons retiring from 1-6-1994 onwards in BPS 17 to 22, pension will be recalculated on 1-6-1995 on the basis of pay re-fixed with 35% increase in the pay in the second phase. New pension will, however, be admissible from 1-6-1995 and no arrears will be admissible.

8. The following relief to the widows, dependents, retarded and incapacitated children and invalid pensioners shall be allowed w.e.f. 1<sup>st</sup> June, 1994:—

- a) Restoration of commuted value/gratuity portion of families on completion of required period.
- b) Grant of family pension to dependent disabled/retarded children for life without any age limit.
- c) Elimination of second medical board for the invalidated pensioners for eligibility of commutation.

9. Government servants who have retired on or after 1-6-1993, till the introduction of revised pay scales i.e. 1-6-1994, be allowed pension/commutation on the basis of pay that would have been admissible to them, had the pay revision been effected on the date of their retirement, discounted by 12%.

10. All existing rules and orders on the subject shall be deemed to have been modified to the extent indicated above. All existing rules and orders not so modified shall continue in force under this scheme.

11. **Anomalies.**—A Committee will be set up in the Finance Division (Regulations Wing) to resolve the anomalies, if any, arising out of the issue of this order.

**Clarifications regarding move-over:-**

- (1)(i) The undersigned is directed to refer to this Division's O.M. No.F.1(12)Imp/94(i), dated 15<sup>th</sup> June, 1994 and to say that the queries have been received in this Division about the eligibility for the grant of move-over to those BPS 17-19 employees, from 1<sup>st</sup> December, 1994, who had reached the maximum of the relevant pay scales on 1<sup>st</sup> December, 1993.
- (ii) This aspect of the revision of pay scales has been examined in this Division, in consultation with the Establishment Division, and the view held is that such employees shall be eligible for the grant of move-over from 1<sup>st</sup> December, 1994. However, since their pay will be re-fixed on 1<sup>st</sup> June, 1994, at the maximum of the relevant pay scale on presumptive basis (without arrears), the grant of move-over from 1<sup>st</sup> December, 1994 will also be presumptive. The financial benefits of move-over in such cases will accrue from 1<sup>st</sup> June, 1995, when their pay will actually be fixed at the maximum of their respective pay scales. No arrears/refund etc will be admissible on this account. However, such cases will be considered after June, 1995.

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[Authority: F.D. O.M. No. F.9(14)R.3/95 dated 13<sup>th</sup> April, 1995]

- (iii) The undersigned is directed to say that a question has arisen whether the exemption from adjustment of Personal Allowance stipulated for employees in BPS 1-16 in para 5 (i) of Finance Division's O.M. No. F. 1 (2) Imp/94 (i) dated 15-6-1994 is also admissible to those employees placed in BPS-17 by move-over. The case has been examined in this Division and it is clarified that the aforesaid exemption is applicable to employees in **BPS-16 placed in BPS-17** by virtue of move-over.

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[Authority: F.D. O.M. No. F.6 (1) Imp/95 dated 16-07-1997]

## GENERAL PRINCIPLES FOR REMOVAL OF ANOMALIES

The question of determining anomaly of junior government servants' pay exceeding the pay of the senior has been under consideration with reference to the points raised by the Auditor General of Pakistan on the clarification issued under the Finance Division's Office Memorandum No. F. 1 (34)—Imp/92-Vol.II dated 24-07-1994. In order to streamline the system, it has been decided that anomalies in pay fixation should be established strictly on the basis of the following principles:-

- (i) The senior and junior should be determined with reference to the date of promotion or appointment to the higher pay scale/post in the same **Service Group** or cadre, or, line of promotion in the Ministry/Division/Department/Office where their seniority is being maintained.
- (ii) Any personal benefit of the nature of increase in pay specifically granted to government servant/government servants shall not be treated as a cause of anomaly for others.
- (iii) Except for the cases of personal increase of pay, pointed out at (ii) above, the pay of the senior should not have been less than the pay of the junior before the revision/re-fixation of pay;
- (iv) The anomaly should be resolved by re-fixing pay of the senior equal to that of the junior, if there is equal stage in the pay scale drawn by the senior, and if there be no such stage, at the stage next above in his own pay scale.
- (v) The basis and the principles explained above shall apply in general to cover all cases of anomalies in pay fixation.
- (vi) The basis prescribed for determination of senior and junior is only in the context of removal of anomalies and not for any other purpose i.e. promotion or selection grade, etc.

2. This will have effect from 01-06-1991. However, the settlement of the anomalies under Revised Basic Pay Scales (1991) already carried out shall be deemed to have been admitted upto one stage of pay in the affected Government Servant's own pay scale.

3. These principles may be followed strictly. For any clarification in this regard, the matter may be taken up with the Auditor General of Pakistan who may approach the Finance Division for further clarification if necessary.

4. These orders shall apply, *mutatis mutandis*, to the personnel including Cadets/Recruits of the Armed Forces and Civilians paid from the Defence Estimates.

**Annexure to Finance Division's O.M. No. F. 1(2) Imp/94(i),  
Dated 15<sup>th</sup> June, 1994**

**EXISTING AND REVISED PAY SCALES**

<b>BPS No.</b>	<b>Existing Pay Scales 01-06-1991</b>	<b>Stages</b>	<b>Revised Pay Scales 01-06-1994</b>	<b>Stages</b>
B-1	920-26-1310	15	1245-35-1770	15
B-2	945-32-1425	15	1275-44-1935	15
B-3	975-37-1530	15	1320-50-2070	15
B-4	1005-43-1650	15	1360-58-2230	15
B-5	1035-49-1770	15	1400-66-2390	15
B-6	1065-54-1875	15	1440-73-2535	15
B-7	1095-60-1995	15	1480-81-2695	15
B-8	1140-65-2115	15	1540-88-2860	15
B-9	1185-72-2265	15	1605-97-3060	15
B-10	1230-79-2415	15	1660-107-3265	15
B-11	1275-86-2565	15	1725-116-3465	15
B-12	1355-96-2795	15	1830-130-3780	15
B-13	1440-107-3045	15	1950-144-4110	15
B-14	1530-119-3315	15	2065-161-4480	15
B-15	1620-131-3585	15	2190-177-4845	15
B-16	1875-146-4065	15	2535-197-5490	15
B-17	2870-215-5450	12	3880-290-7360	12
B-18	3765-271-6475	10	5085-366-8745	10
B-19	5740-285-8590	10	7750-385-11600	10
B-20	6810-325-10060	10	9195-440-13595	10
B-21	7535-405-11585	10	10190-545-15640	10
B-22	8075-450-12575	10	10900-610-17000	10

