

Annex IV (94)

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

No.1/13/87-R.1

Islamabad, the 4<sup>th</sup> April, 2007.

OFFICE MEMORANDUM

SUBJECT: TERMS AND CONDITIONS OF DEPUTATION OF CIVIL SERVANTS

The undersigned is directed to state that the term "deputation" as defined by the Supreme Court of Pakistan vide PLD 1981 SC 531 means that a Government servant begins to be regarded as a "deputationist" when he is appointed or transferred, through the process of selection, to a post in a department or service altogether different from the one to which he permanently belongs, he continues to be placed in this category so long as he holds the new post in an officiating or a temporary capacity but ceases to be regarded as such either on confirmation in the new post or on reversion to his substantive post.

2. According to the judgement of Federal Service Tribunal in Appeals No. 39 and 40 I (CS)/2003 (M/s Liaqat Ali Chaudhry and others Vs Federation of Pakistan), up-held by Supreme Court of Pakistan, all the incumbents who are deputed to work in any agency foreign to the service to which they belong are entitled to draw Deputation Allowance.

3. In view of the above, the standard terms and conditions of deputation to foreign service in Pakistan issued by the Establishment Division vide its O.M.No. 1/13/87 R.1, dated 3.12.1990 have been reviewed in consultation with the Finance Division and following amendments have been made in the aforesaid instructions:-

- (i) The words "to foreign service in Pakistan" mentioned in "subject" may be deleted.

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(ii) The words "to for" in opening paragraph substituted with the words "on deputation". The words "to foreign service in Pakistan" appearing in line 10 of para 1 may be omitted:

(iii) Item No. 8 Pension Contribution may be substituted as under:-

"When a civil servant is posted on deputation basis to Autonomous / Semi Autonomous Bodies / Corporations etc. pension contribution shall invariably be made by the borrowing organization at the prescribed rate.

  
(ASIF MAHMOOD)  
SECTION OFFICER

All Secretaries / Additional Secretaries of  
Ministries / Divisions, Islamabad / Rawalpindi.

Copy to:

1. Chief of Staff to the President, President's Secretariat (Public), Islamabad.
2. Principal Secretary to the Prime Minister, Prime Minister's Secretariat (Public), Islamabad.
3. Auditor General of Pakistan, Islamabad.
4. Controller General of Accounts, Islamabad.
5. Director General, Intelligence Bureau, Islamabad.
6. Director General, PPARC, Management Services Wing, Islamabad.
7. Secretary, National Security Council, Islamabad.
8. Secretary, Election Commission of Pakistan, Islamabad.
9. Secretary, Federal Public Service Commission, Islamabad.
10. Secretary, National Accountability Bureau, Islamabad.
11. Secretary, National Reconstruction Bureau, Islamabad.
12. Secretary, Wafaqi Mohtasib (Ombudsman's Secretariat), Islamabad.
13. Military Accountant General, Rawalpindi.
14. Principal Information Officer, Press Information Department, Islamabad.

  
(ASIF MAHMOOD)  
SECTION OFFICER

Government of Pakistan  
Cabinet Secretariat  
Establishment Division

No. 1/28/75-D.II(CV)

Rawalpindi, the 15th October, 1979.

OFFICE MEMORANDUM

Subject: DEPUTATION OF GOVERNMENT SERVANTS

The undersigned is directed to say that in spite of instructions to the contrary cases have come to the notice of the Establishment Division where Government servants whose services were placed on deputation with other departments/organisations for a specified period have not been returned to the lending departments after the expiry of their tenure of deputation. What happens is that either a deputationist does not want to come back to his parent department or the borrowing department does not allow him to revert to his parent department on expiry of his term of deputation. This practice is against the interest of efficient administration.

2. It has now been decided that in no case a Government servant should remain on deputation to another department or autonomous body for more than five years. If a Government servant has completed his maximum period of deputation, and the department still feels the need of his services the borrowing Department/Organisation should write to the lending department to replace him by another Government servant of the same grade and qualification, failing which the borrowing organisation should make their own arrangements. If a person is not willing to come back to his department on expiry of the period of his deputation and tenders his resignation, that may normally be accepted.

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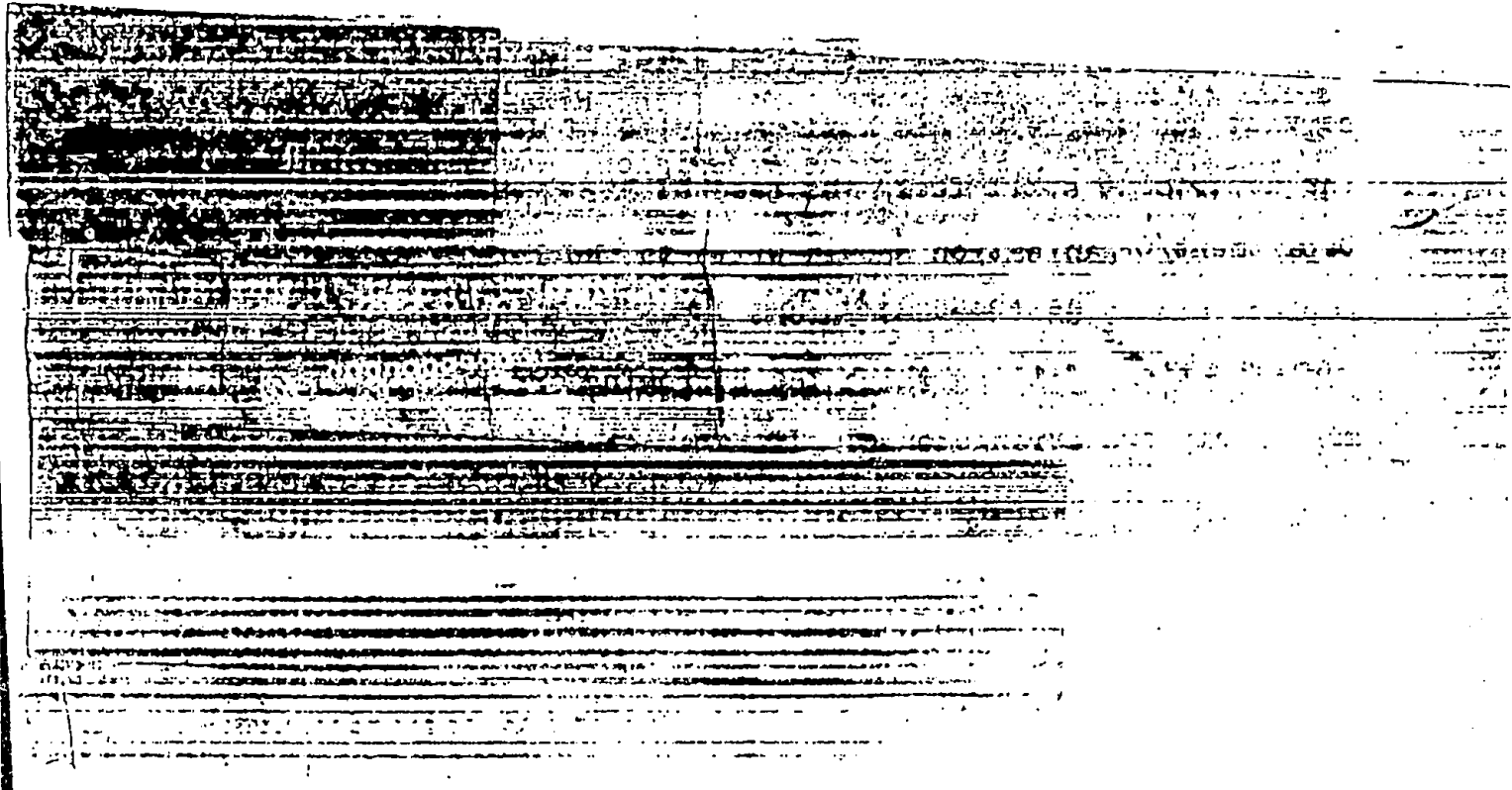
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3. All Ministries, Divisions and Departments are requested to review the cases of deputationists and take necessary action in the light of the above instructions.

4. This supersedes all previous instructions on the subject.

(M. Ashique Siddiqui)  
Joint Secretary

All Ministries/Divisions



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75

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

F.No. 01/13/87 R.1

Islamabad, the 12<sup>th</sup> June, 2006.

OFFICE MEMORANDUM

**SUBJECT: TERMS AND CONDITIONS OF DEPUTATION OF CIVIL SERVANTS TO FOREIGN SERVICE IN PAKISTAN.**

The undersigned is directed to refer to this Division's Office Memorandum of even number dated 3.12.1990 as amended from time to time and to state that item No.3, (Deputation Allowance) of the aforesaid O.M be substituted as under with immediate effect:-

"@ 20% of the basic pay subject to a maximum of Rs.6000/- per month (both for Management Grade and non -Management Grade posts)"

2. This issues with the concurrence of Finance Division as contained in their O.M.No.3(3)/R.3/2006-360, dated 27.05.2006.

  
(ASIF MAHMOOD)  
SECTION OFFICER

All Ministries/ Divisions, Islamabad/ Rawalpindi.

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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION  
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No.1/13/87-R.I.

Islamabad, the 3rd December, 1990.

OFFICE MEMORANDUM

Subject:- TERMS AND CONDITIONS OF DEPUTATION OF CIVIL SERVANTS TO FOREIGN SERVICE IN PAKISTAN.

The undersigned is directed to state that the instructions governing the terms and conditions of transfer of civil servants to foreign service in Pakistan are contained in FR.114 and various O.Ms. issued by the Finance Division/ Establishment Division from time to time. Since these instructions are scattered over a number of O.Ms. enquiries have been received from Ministries/Divisions regarding applicability of these instructions in their correct perspective. Accordingly, standard terms and conditions of deputation of civil servants to Foreign Service in Pakistan have been drawn in consultation with the Finance Division and are given below:-

1. PERIOD OF DEPUTATION

The normal period of deputation for all categories of government servants will be three years. This will be extendable maximum by two years with the prior approval of the competent authority.

2. PAY

Pay in BPS as admissible under the government from time to time.

3. DEPUTATION ALLOWANCE

10% of the minimum of BPS of government servants upto BPS-21.

4. TRAVELLING ALLOWANCE

Travelling allowance will be admissible in accordance with the ordinary TA rules of the government except that where TA rules of the borrowing organization are more favourable the latter will apply.

5. CONVEYANCE

(1) In case official car has been provided to the deputationist by the borrowing organization, it should be used for official purpose only, except where employees of

the borrowing organization in an equivalent rank are entitled to free use of official car for both official and private purpose the same facility would be admissible to the deputationist subject to the prescribed petrol limit.

- (ii) If the deputationist is entitled to official car in his capacity as a government servant, excluding the official transport provided on a specific post, he shall continue to enjoy the facility on the same terms.
- (iii) If the deputationist is the chief executive of the autonomous/semi autonomous body, he will be permitted free use of official car, for official and private purpose subject to the condition that the total petrol consumption will not exceed 180 litres in a month, in case the deputationist is in BPS-21 and 240 litres in case he is in BPS-22.
- (iv) If official transport is provided both for official and private purpose, the residence, office conveyance allowance shall not be permissible.
- (v) In case official transport is not provided, or if provided, is not used for journey between office and residence, residence-office conveyance allowance will be admissible on specified stations, at the rates and on the conditions laid down in para-8 of the Finance Division's O.M.No. F.1(1)II.P.11/77, dated 28-4-1977, as amended from time to time. For occasional travel, the mileage/conveyance rates, admissible in the government will be applicable.

#### 6. RESIDENTIAL FACILITY

- (i) Accommodation may be provided to the deputationist, of a standard not inferior to what is normally admissible to him as a government servant, subject to deduction of 5% of his emoluments. If accommodation is not provided, the deputationist will receive house rent allowance, at a rate fixed by the government from time to time. If the deputationist is the chief executive of the autonomous/semi-autonomous body, free unfurnished accommodation may be provided except where an official residence has already been constructed by the autonomous/semi-autonomous body.
- (ii) The facility of hiring of a house owned by a civil servant will be admissible to a civil servant appointed on deputation in an autonomous body as provided under rule 22 of Pakistan Allocation Rules, 1971.
- (iii) In case accommodation is to be hired for the deputationist, the rental ceiling laid down by the Works Division in the Pakistan Allocation Rules, 1971, as amended from time to time, or that applicable to employees of equivalent

rank in the borrowing organization, whichever is beneficial to the deputationist, will be applicable.

7. MEDICAL FACILITIES

Medical facilities may be allowed, in accordance with the relevant rules of the borrowing organization provided that these facilities will not be inferior to those admissible under the government.

8. PENSION CONTRIBUTION

Pension contribution will be payable by the borrowing organization to government at 33 1/3% of the mean of minimum and maximum of the pay scale of the post, held by the government servant concerned at the time of his proceeding on foreign service, plus other emoluments reckonable for pension, which would have been admissible to him had he not been deputed to foreign service.

9. LEAVE SALARY

No leave salary contribution shall be payable by the Borrowing Organization, but leave/leave salary shall be sanctioned/paid during the period of deputation, by the borrowing organization. The Federal Government employees sent on deputation who are granted leave and paid leave salary by the borrowing organization shall not count the period spent on deputation for earning leave under the Government of Pakistan on their return. However, the leave earned by a civil servant, but not availed/allowed during the period of his deputation in Pakistan will be credited to his leave account on reversion to government department. For this purpose, the autonomous bodies and corporations will maintain proper leave accounts for the government servant on deputation with them. Encashment of leave will not be admissible in the case of Government servants on deputation on the basis of the Rules/Regulations of the autonomous bodies/corporations.

10. DISABILITY LEAVE

The borrowing organization shall also be liable for leave salary, in respect of disability leave granted to the civil servant, on account of disability occurring in and through foreign service, even though if such disability manifests itself after the termination of foreign service. The leave salary charges, for such leave, shall be recovered by the civil servant direct from the borrowing organization.

11. G.P. FUND ETC.

During the period of deputation, the civil servant concerned will continue to subscribe to the G.P. Fund, the remittance of which shall be supported with a G.P. Fund schedule, mentioning therein the G.P. Fund Account Number and the name of the Accounts Officer, maintaining the account. The remittance should be made to the parent office of the government servant concerned. The parent



office will send copies of challans and schedules to the Accounts Officer concerned for necessary action.

As regards the Benevolent Fund and Group Insurance premium contribution, this should be remitted directly, by the government servant concerned, through the normal banking channel, to the board of Trustees, Federal Employees Benevolent and Group Insurance Funds, in accordance with the Prescribed schedule, duly completed.

12. CHANGE IN TERMS OF DEPUTATION

The Civil Servant on deputation will continue to be under the rule-making control of the lending government, in matters of pay, leave, pension, G.P. Fund, etc. The lending government accordingly, will have a right to determine, in consultation with the borrowing organization, the terms of his employment under the latter and these terms shall not be varied by the borrowing organization, without consulting the lending government.

13. JOINING TIME PAY AND TA.

The borrowing organization will pay for the joining time granted, on transfer to and reversion from deputation at the rate prescribed by the Federal Government. It will also pay TA to the deputationist for journeys performed by himself on transfer to and reversion from foreign service.

14. ENCASHMENT OF LPR

A civil servant on deputation who is due to retire from government service either on completion of 30 years qualifying service or on attaining the age of superannuation, may draw the encashment of LPR from the borrowing organization, if he continues to work during the whole period of his LPR/last year of his service, without repatriation of his services.

15. COMPENSATORY ALLOWANCE

If, by reason of his transfer to foreign service, the government servant loses any privilege or concession of pecuniary value which he would have enjoyed in government service or is constrained to incur extra expenditure due to the nature of his duties in foreign service or to the circumstances in which those duties are performed, he may be allowed a compensatory allowance or other suitable concession with the prior concurrence of the competent authority. This will not apply to the grant of Secretariat Allowance which has since been discontinued vide Finance Division's O.M.No.F.7(15)R.13/88(Pt), dated 18-12-1989.

16. QUALIFICATION PAY/ALLOWANCE

The deputationist would also be entitled to draw qualification pay/allowances which he has been drawing in this parent department. The qualification pay/allowance will not be related to the job but will be personal to the incumbent for possessing certain qualifications concerning an examination.

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2. The above instruction shall come into force from the date of issue of this O.M. and shall replace the existing orders/instructions on the subject.

( MANZUR HUSAIN )  
Joint Secretary  
Ph: 818175.

3/11/90

All Ministries/Divisions:

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION  
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No.1/28/75-R.I

Islamabad, the 30<sup>th</sup> October, 2000

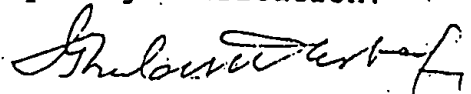
OFFICE MEMORANDUM

Subject:- DEPUTATION OF GOVERNMENT SERVANTS.

The undersigned is directed to refer to Establishment Division O.M.No.1/28/75-D.II/R.3/R.I, dated 6.10.1994 read with O.M dated 14.3.1995 on the above subject and to say that according to the standing instructions contained in this Division O.M. dated 6.10.1994 cases for extension in deputation period are required to be forwarded to the Establishment Division at least six months before the expiry of initial period of deputation failing which no extension in deputation period would be granted and the concerned officers would be considered repatriated to their parent department/organization on expiry of initial period of deputation.

2. It has, however, been observed that, at times the Ministries/ Divisions send cases to this Division for extension in deputation period long after the expiry of initial deputation period. This practice is decidedly against policy instructions on the subject and need to be avoided.

3. Ministries/ Divisions are, therefore, requested to comply with the standing instructions, referred to above, strictly and to ensure that cases for extension in deputation period are forwarded to Establishment Division six months before the expiry of initial period of deputation with proper justification.



(GHULAM MUSTAFA BHATTI)  
Deputy Secretary to the  
Government of Pakistan

All Ministries/Divisions

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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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NO. 1/28/75-D.II/R.3/R.I

Islamabad, 11th April, 2000.

OFFICE MEMORANDUM

**SUBJECT:- DELEGATION OF POWERS IN REGARD TO DEPUTATION OF GOVERNMENT SERVANTS.**

The undersigned is directed to say that in order to ensure expeditious processing of cases of deputation, the Chief Executive has been pleased to delegate to Secretaries of Administrative Ministries/Divisions and Heads of Attached Departments and Subordinate Offices not below BPS-21 powers to approve initial deputation of officers upto BS-19 belonging to cadres and posts under their administrative control for a period of three years. The above powers are subject to observance of the following guidelines:-

- I. Where a post proposed to be filled is reserved under the rules for departmental promotion, appointment on deputation may be made only if the department certifies that no eligible person is available for promotion or the eligible persons are found unfit for promotion by the appropriate DPC/Selection Board. In such cases, deputation may be approved till such time a suitable person becomes available for promotion.
- II. In case of posts reserved for initial recruitment, appointment on deputation may be made only as temporary arrangement pending joining of the nominee of the F.P.S.C., and subject to condition that such appointment shall be made only after a requisition has been placed with the F.P.S.C.
- III. In cases where a post is tenable through appointment by deputation, the normal period of deputation should be three years and no extension beyond three years may be allowed without prior approval of the Establishment Division.
- IV. No officer should be sent on deputation unless he has completed three years' service in his parent department after return from an earlier deputation.

2. The provision of para I(ii) of Establishment Division O.M. No. 1/28/75-D.II/R.3/R.I, dated 18-02-1987 shall stand amended accordingly.
3. Ministries/Divisions are requested to bring these instructions to the notice of their Attached Departments/Subordinate Offices.

  
(GHULAM MUSTAFA BHATTI)  
Deputy Secretary (Reg.II)

All Ministries/Divisions.

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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
(ESTABLISHMENT DIVISION)  
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No.1/28/75-R.I.

Islamabad, the 14th March, 1995.

OFFICE MEMORANDUM

Subject:- DEPUTATION OF GOVERNMENT SERVANTS.

The undersigned is directed to refer to the Establishment Division's O.N. No.1/28/75-D.2/R.3/R.I, dated 18th February, 1997, wherein the normal period of Deputation for all categories of Government servants had been fixed as three years, extendable by another two years with the prior approval of the competent authority. Under the said instructions, Secretaries of the Ministries/Divisions concerned were authorised to grant extension in deputation period beyond the initial period of three years in respect of Government servants holding posts in BS-17 to BS-19.

2. It has been observed, however, that there is a growing tendency to resort to postings through deputation despite the fact that deputation is not a normal prescribed method of appointment as, under the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, appointments are required to be made either by promotion or by initial appointment or by transfer. The method of appointment to posts is also prescribed ~~in the Recruitment Rules.~~  
Filling up the posts through deputation, if not provided so in the Recruitment Rules, leads to following adverse implications:-

- i) ~~In case of promotion posts,~~  
~~the promotions of departmental~~  
personnel are delayed/  
stopped.
- ii) In case the post is required to be filled through initial appointment, quota of a particular province is affected.

3. In order to bring the deputation policy in conformity with the present policy of postings and transfers circulated vide Establishment Division's O.M. No.10/10/94-R.2, dated 22nd March, 1994, and also to discourage the increasing tendency of postings through deputation, it has been decided that in future, the deputation period will be limited to three years only. A maximum two year extension in the deputation period will be considered only in exceptional cases, in the public interest, and with the prior approval of the Establishment Division in all cases of Government servants in BS-17 and above. The extension cases shall be forwarded to the Establishment Division at least six months before the expiry of the three year deputation period and with proper justification for the proposal. However, no deputation proposal will be entertained which will adversely affect the method of appointment to the post as laid down in the Recruitment Rules. Accordingly, all such proposals must invariably be accompanied by a formal assurance signed by atleast the Joint Secretary (Admn) to that effect.

4. Ministries/Divisions are requested to also bring these instructions to the notice of their Attached Departments, Subordinate offices, Corporations, Autonomous Bodies, etc, under their administrative control, for guidance/strict compliance. It may please be noted that arrangements have been made in consultation with the Auditor General's Office whereby payment of emoluments etc, to those on deputation will be stopped forthwith immediately following the completion of the three year deputation period unless the Establishment Division's prior approval has been obtained and conveyed to the concerned Audit Circle.

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5. The existing instructions on this subject issued vide this Division's O. M. No.1/28/75-D.2/R.3/R.I. dated 18th February, 1987, stand modified to the above extent.

  
(AKHTAR AHSEN)  
Joint Secretary.

All Ministries/Divisions.



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No.1/28/75-D.II/R.3/R.I

Islamabad, the 6th October, 1994.

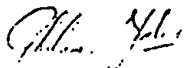
OFFICE MEMORANDUM

Subject:- DEPUTATION OF GOVERNMENT SERVANTS.

The undersigned is directed to refer to the Establishment Division's Office Memorandum No.1/28/75-D.II/R.3/R.I, dated 11th December, 1990, on the above subject and to say that cases have come to the notice of the competent authority seeking approval to the extension in the deputation period of the officers after the expiry of initial period of deputation. The competent authority has taken a serious note of this practice.

2. Ministries/Divisions are requested to ensure that henceforth cases for extension in the deputation period are received in the Establishment Division at least six months before expiry of initial period of deputation failing which no extension in deputation period would be granted and concerned officers would be considered repatriated to their parent departments/Organizations on expiry of initial period of deputation.

3. Ministries/Divisions are requested to bring these instructions to the notice of their Attached Departments/Subordinate Offices/Corporations and Autonomous Bodies etc. for strict compliance.

  
(Ghulam Safdar)  
Deputy Secretary(R.2)  
Phone:819312

All Ministries/Divisions.

(Ghalib)

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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.1/28/75-D.II/R.3/R.1      Islamabad, the 11th December, 1990.

OFFICE MEMORANDUM

SUBJECT:- DEPUTATION OF GOVERNMENT SERVANTS.

The undersigned is directed to say that in accordance with instructions laid down in para 1(ii) of the Establishment Division's O.M.No.1/28/75-D.II/R.3/R.1 dated 18.2.1987, all cases of deputation of Government Servants holding posts in BFS-17 and above are required to be referred to the Establishment Division for approval of the competent authority. It has come to the notice of this Division that the instructions as contained in the above referred O.M. are not being followed strictly and some of the Ministries/Divisions/Departments have taken officers in BFS-17 and above on deputation from the Federal as well as the Provincial Governments without approval of the competent authority through the Establishment Division. Such deputations are irregular having been made without the approval of the competent authority.

2. Ministries/Divisions etc are requested to please take steps to send all cases of deputations of officers in BFS-17 or above where no approval of the competent authority has been obtained to the Establishment Division for regularization etc. While doing so the circumstances under which proper procedure could not be followed in those cases may please be indicated. Further in future strict compliance of the instructions mentioned above may please be ensured.

  
( MANZUR HUSAIN )  
Joint Secretary

11/12/90

ALL MINISTRIES/DIVISIONS.

(38) (20)

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION  
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No.1/13/87-R.I.

Islamabad, the 3rd December, 1990.

OFFICE MEMORANDUM

Subject:- TERMS AND CONDITIONS OF DEPUTATION OF CIVIL SERVANTS TO FOREIGN SERVICE IN PAKISTAN.

The undersigned is directed to state that the instructions governing the terms and conditions of transfer of civil servants to foreign service in Pakistan are contained in FR.114 and various O.Ms. issued by the Finance Division/ Establishment Division from time to time. Since these instructions are scattered over a number of O.Ms. enquiries have been received from Ministries/Divisions regarding applicability of these instructions in their correct perspective. Accordingly, standard terms and conditions of deputation of civil servants to Foreign Service in Pakistan have been drawn in consultation with the Finance Division and are given below:-

1. PERIOD OF DEPUTATION

The normal period of deputation for all categories of government servants will be three years. This will be extendable maximum by two years with the prior approval of the competent authority.

2. PAY

Pay in BPS as admissible under the government from time to time.

3. DEPUTATION ALLOWANCE

10% of the minimum of BPS of government servants upto BPS-21.

4. TRAVELLING ALLOWANCE

Travelling allowance will be admissible in accordance with the ordinary TA rules of the government except that where TA rules of the borrowing organization are more favourable the latter will apply.

5. CONVEYANCE

- (1) In case official car has been provided to the deputationist by the borrowing organization, it should be used for official purpose only, except where employees of

(2) the borrowing organization in an equivalent rank are entitled to free use of official car for both official and private purpose the same facility would be admissible to the deputationist subject to the prescribed petrol limit.

- (ii) If the deputationist is entitled to official car in his capacity as a government servant, excluding the official transport provided on a specific post, he shall continue to enjoy the facility on the same terms.
- (iii) If the deputationist is the chief executive of the autonomous/semi autonomous body, he will be permitted free use of official car, for official and private purpose subject to the condition that the total petrol consumption will not exceed 180 litres in a month, in case the deputationist is in BPS-21 and 240 litres in case he is in BPS-22.
- (iv) If official transport is provided both for official and private purpose, the residence, office conveyance allowance shall not be permissible.
- (v) In case official transport is not provided, or if provided, is not used for journey between office and residence, residence-office conveyance allowance will be admissible on specified stations, at the rates and on the conditions laid down in para-8 of the Finance Division's O.M.No. F.1(1)IMP.11/77, dated 28-4-1977, as amended from time to time. For occasional travel, the mileage/conveyance rates, admissible in the government will be applicable.

#### 6. RESIDENTIAL FACILITY

- (i) Accommodation may be provided to the deputationist, of a standard not inferior to what is normally admissible to him as a government servant, subject to deduction of 5% of his emoluments. If accommodation is not provided, the deputationist will receive house rent allowance, at a rate fixed by the government from time to time. If the deputationist is the chief executive of the autonomous/semi-autonomous body, free unfurnished accommodation may be provided except where an official residence has already been constructed by the autonomous/semi-autonomous body.
- (ii) The facility of hiring of a house owned by a civil servant will be admissible to a civil servant appointed on deputation in an autonomous body as provided under rule 22 of Pakistan Allocation Rules, 1971.
- (iii) In case accommodation is to be hired for the deputationist, the rental ceiling laid down by the Works Division in the Pakistan Allocation Rules, 1971, as amended from time to time, or that applicable to employees of equivalent

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rank in the borrowing organization, whichever is beneficial to the deputationist, will be applicable.

7. MEDICAL FACILITIES

Medical facilities may be allowed, in accordance with the relevant rules of the borrowing organization provided that these facilities will not be inferior to those admissible under the government.

8. PENSION CONTRIBUTION

Pension contribution will be payable by the borrowing organization to government at 33% of the mean of minimum and maximum of the pay scale of the post, held by the government servant concerned at the time of his proceeding on foreign service, plus other emoluments reckonable for pension, which would have been admissible to him had he not been deputed to foreign service.

9. LEAVE SALARY

No leave salary contribution shall be payable by the Borrowing Organization, but leave/leave salary shall be sanctioned/paid during the period of deputation, by the borrowing organization. The Federal Government employees sent on deputation who are granted leave and paid leave salary by the borrowing organization shall not count the period spent on deputation for earning leave under the Government of Pakistan on their return. However, the leave earned by a civil servant, but not availed/allowed during the period of his deputation in Pakistan will be credited to his leave account on reversion to government department. For this purpose, the autonomous bodies and corporations will maintain proper leave accounts for the government servant on deputation with them. Encashment of leave will not be admissible in the case of Government servants on deputation on the basis of the Rules/Regulations of the autonomous bodies/corporations.

10. DISABILITY LEAVE

The borrowing organization shall also be liable for leave salary, in respect of disability leave granted to the civil servant, on account of disability occurred in and through foreign service, even though if such disability manifests itself after the termination of foreign service. The leave salary charges, for such leave, shall be recovered by the civil servant direct from the borrowing organization.

11. G.P. FUND ETC.

During the period of deputation, the civil servant concerned will continue to subscribe to the G.P. Fund, the remittance of which shall be supported with a G.P. Fund schedule, mentioning therein the G.P. Fund Account Number and the name of the Accounts Officer, maintaining the account. The remittance should be made to the parent office of the government servant concerned. The parent

office will send copies of challans and schedules to the Accounts Officer concerned for necessary action.

As regards the Benevolent Fund and Group Insurance premium contribution, this should be remitted directly, by the government servant concerned, through the normal banking channel, to the board of Trustees, Federal Employees Benevolent and Group Insurance Funds, in accordance with the Prescribed schedule, duly completed.

12. CHANGE IN TERMS OF DEPUTATION

The Civil Servant on deputation will continue to be under the rule-making control of the lending government, in matters of pay, leave, pension, G.P. Fund, etc. The lending government accordingly, will have a right to determine, in consultation with the borrowing organization, the terms of his employment under the latter and these terms shall not be varied by the borrowing organization, without consulting the lending government.

13. JOINING TIME PAY AND TA.

The borrowing organization will pay for the joining time granted, on transfer to and reversion from deputation at the rate prescribed by the Federal Government. It will also pay TA to the deputationist for journeys performed by himself on transfer to and reversion from foreign service.

14. ENCASHMENT OF LFR

A civil servant on deputation who is due to retire from government service either on completion of 30 years qualifying service or on attaining the age of superannuation, may draw the encashment of LFR from the borrowing organization, if he continues to work during the whole period of his LFR/last year of his service, without repatriation of his services.

15. COMPENSATORY ALLOWANCE

If, by reason of his transfer to foreign service, the government servant loses any privilege or concession of pecuniary value which he would have enjoyed in government service or is constrained to incur extra expenditure due to the nature of his duties in foreign service or to the circumstances in which those duties are performed, he may be allowed a compensatory allowance or other suitable concession with the prior concurrence of the competent authority. This will not apply to the grant of Secretariat Allowance which has since been discontinued vide Finance Division's O.M.No.F.7(15)R.13/88(Pt), dated 18-12-1989.

16. QUALIFICATION PAY/ALLOWANCE

The deputationist would also be entitled to draw qualification pay/allowances which he has been drawing in this parent department. The qualification pay/allowance will not be related to the job but will be personal to the incumbent for possessing certain qualifications or passing an examination.

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2. The above instruction shall come into force from the date of issue of this O.M. and shall replace the existing orders/instructions on the subject.

( MANZUR HUSAIN )  
Joint Secretary  
Ph: 818175.

3/11/90

All Ministries/Divisions: