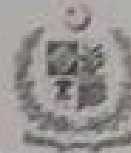


**Pakistan Electric Power Company (Pvt.) Limited**  
**Office of the General Manager (Human Resources)**  
 192-WAPDA House, Shahrah-e-Quaid-e-Azam, Lahore.  
 Tel: (042) 99202832 & 99202211/2192 Fax: (042) 35399324



Ref # GM(HR)/WAPDA-302 4050-75  
 Date: 4-11-2015

**OFFICE MEMORANDUM**

**Subject: Assistance Package for Families of Employees Who Die in Service**

**Reference:** Decision of BoD PEPCO in Agenda Item No.5 in its 61<sup>st</sup> Meeting held on 23.09.2015.

BoD PEPCO has been pleased to adopt Establishment Division's Office Memoranda No.8/10/2013-E-(Pt) dated 04.12.2013 and No.1/39/2013-E-2 (pt) dated 03.06.2015 with regard to revision of Assistance Package. The said package is applicable, mutatis mutandis, for families of employees, who die in service, as under:

Item	In Service Death	Security Related Deaths																								
<b>Lump Sum Grant</b>	Upto Rs.3.0 million according to following scales:- <table border="1"> <thead> <tr> <th>BPS</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1-4</td> <td>Rs.600,000</td> </tr> <tr> <td>5-10</td> <td>Rs.900,000</td> </tr> <tr> <td>11-15</td> <td>Rs.1,200,000</td> </tr> <tr> <td>16-17</td> <td>Rs.1,500,000</td> </tr> <tr> <td>18-19</td> <td>Rs.2,400,000</td> </tr> <tr> <td>20 &amp; above</td> <td>Rs.3,000,000</td> </tr> </tbody> </table>	BPS	Amount	1-4	Rs.600,000	5-10	Rs.900,000	11-15	Rs.1,200,000	16-17	Rs.1,500,000	18-19	Rs.2,400,000	20 & above	Rs.3,000,000	a. Upto Rs. 10 million according to following scales:- <table border="1"> <thead> <tr> <th>BPS</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1-16</td> <td>3 Million</td> </tr> <tr> <td>17</td> <td>5 Million</td> </tr> <tr> <td>18-19</td> <td>9 Million</td> </tr> <tr> <td>20 &amp; above</td> <td>10 Million</td> </tr> </tbody> </table> b. Rs.700,000/- to the officers/ officials incapacitated and released from service for having become invalid as a result of injury in encounters/ bomb blasts, riot/ watch and ward duty or terrorist activity	BPS	Amount	1-16	3 Million	17	5 Million	18-19	9 Million	20 & above	10 Million
BPS	Amount																									
1-4	Rs.600,000																									
5-10	Rs.900,000																									
11-15	Rs.1,200,000																									
16-17	Rs.1,500,000																									
18-19	Rs.2,400,000																									
20 & above	Rs.3,000,000																									
BPS	Amount																									
1-16	3 Million																									
17	5 Million																									
18-19	9 Million																									
20 & above	10 Million																									
<b>Pension</b>	100% pension to the families of deceased employees as per their length of service and last pay drawn. In case of less than 10 years service of the deceased employees, rate of minimum 10 years service will be applicable.	100% pension to the families of deceased employees as per their length of service and last pay drawn. In case of less than 10 years service of the deceased employees, rate of minimum 10 years service will be applicable.																								
<b>Accommodation</b>	Retention of official accommodation or payment of rent of hired house till the age of superannuation.	Retention of official accommodation or payment of rent of hired house till the age of superannuation.																								
<b>Education</b>	Free education to all the children of the deceased employees upto graduation in any public/ government educational institution including expenses of tuition fee, books related material and living allowance etc.	Free education to all the children of the deceased employees upto graduation in any public/government educational institution including expenses of tuition fee, books related material and living allowance etc.																								
<b>Allotment of Plot</b>	Payment of lump sum grant in lieu of plot subject to the condition that no plot had been allotted in the past, as per scale given below:- <table border="1"> <thead> <tr> <th>BPS</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1-8</td> <td>2 Million</td> </tr> <tr> <td>9-16</td> <td>5 Million</td> </tr> <tr> <td>17 &amp; above</td> <td>7 Million</td> </tr> </tbody> </table>	BPS	Amount	1-8	2 Million	9-16	5 Million	17 & above	7 Million	Payment of lump sum grant in lieu of plot subject to the condition that no plot had been allotted in the past, as per scale given below:- <table border="1"> <thead> <tr> <th>BPS</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1-8</td> <td>2 Million</td> </tr> <tr> <td>9-16</td> <td>5 Million</td> </tr> <tr> <td>17 &amp; above</td> <td>7 Million</td> </tr> </tbody> </table>	BPS	Amount	1-8	2 Million	9-16	5 Million	17 & above	7 Million								
BPS	Amount																									
1-8	2 Million																									
9-16	5 Million																									
17 & above	7 Million																									
BPS	Amount																									
1-8	2 Million																									
9-16	5 Million																									
17 & above	7 Million																									

Contd on

Employment	Employment for posts in BS-01 to BS-15 on two years contract without advertisement. Provided further that in case the deceased employee is survived by two or more widows and/or children from these widows, right of contract appointment shall be decided in the following manner and order:  a. the first widow or a child (18 years or above in age) from the first widow as soon as he/she attains age of 18 years but he/she has to exercise the option within the time period (one year from date of death) failing that  b. the right to contract appointment shall stand transferred to the 2 <sup>nd</sup> widow or to a child (18 years or above in age) from the 2 <sup>nd</sup> widow or to a child (18 years or above in age) from the 2 <sup>nd</sup> widow or a minor child from the 2 <sup>nd</sup> widow as soon as he/she attains age of 18 years but he/she has to exercise the option within two years of death.  Note: Office Memorandum No. GM/HR/HRD/1-548/2376-2400 dated 23.09.2010 & No. GM/HR/HRD/1-593/2261-99 dated 03.07.2015 shall continue to be applicable in the same spirit.	Employment for posts in BS-01 to BS-15 on two years contract without advertisement. Provided further that in case the deceased employee is survived by two or more widows and/or children from these widows, right of contract appointment shall be decided in the following manner and order:  b. the first widow or a child (18 years or above in age) from the first widow as soon as he/she attains age of 18 years but he/she has to exercise the option within the time period (one year from date of death) failing that.  c. the right to contract appointment shall stand transferred to the 2 <sup>nd</sup> widow or to a child (18 years or above in age) from the 2 <sup>nd</sup> widow or to a child (18 years or above in age) from the 2 <sup>nd</sup> widow or a minor child from the 2 <sup>nd</sup> widow as soon as he/she attains age of 18 years but he/she has to exercise the option within two years of death.  Note: Office Memorandum No. GM/HR/HRD/1-548/2376-2400 dated 23.09.2010 & No. GM/HR/HRD/1-593/2261-99 dated 03.07.2015 shall continue to be applicable in the same spirit.															
Marriage Grant	Marriage grant amounting to Rs.8 lac on wedding of one daughter, may be granted to family of deceased employees.	Marriage grant amounting to Rs.8 lac on wedding of one daughter, may be granted to family of deceased employees.															
Health	Free health facilities as per their entitlement during service.	Free health facilities as per their entitlement during service.															
House Building Advance	In case of advance against salaries sanctioned by the competent authority, the unpaid balance to be waived off as per prevailing procedure.	In case of advance against salaries sanctioned by the competent authority, the unpaid balance to be waived off as per prevailing procedure.															
Nomination of an Officer as Council	An officer of BS-17 or BS-18 may be nominated by respective office as Council who will be responsible for finalization/provision of all the facilities under the package, to the families of employees who die in service within one month of the incident.	An officer of BS-17 or BS-18 may be nominated by respective office as Council who will be responsible for finalization/provision of all the facilities under the package, to the families of employees who die in service within one month of the incident.															
Special Lump Sum Grant from Welfare Fund	Nil	A special lump sum grant from Welfare Fund ranging from Rs.200,000 to Rs.500,000:- <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Srs</th> <th>Pay Scale (BPS)</th> <th>Lump sum Grant</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1-10</td> <td>200000</td> </tr> <tr> <td>2</td> <td>11-15</td> <td>300000</td> </tr> <tr> <td>3</td> <td>17-19</td> <td>400000</td> </tr> <tr> <td>4</td> <td>20 &amp; above</td> <td>500000</td> </tr> </tbody> </table>	Srs	Pay Scale (BPS)	Lump sum Grant	1	1-10	200000	2	11-15	300000	3	17-19	400000	4	20 & above	500000
Srs	Pay Scale (BPS)	Lump sum Grant															
1	1-10	200000															
2	11-15	300000															
3	17-19	400000															
4	20 & above	500000															

(3)

Monthly Welfare Grant	Sr.#	Pay Slabs		Grant	Sr.#	Pay Slabs		Grant
		Minimum	Maximum			Minimum	Maximum	
	1	Up to	5000	4000	1	Up to	5000	4000
	2	5001	5500	4150	2	5001	5500	4000
	3	5501	6000	4300	3	5501	6000	4000
	4	6001	6500	4450	4	6001	6500	4000
	5	6501	7000	4600	5	6501	7000	4000
	6	7001	7500	4750	6	7001	7500	4000
	7	7501	8000	4900	7	7501	8000	4000
	8	8001	8500	5050	8	8001	8500	4000
	9	8501	9000	5200	9	8501	9000	4000
	10	9001	9500	5350	10	9001	9500	4000
	11	9501	11000	5500	11	9501	11000	4000
	12	11001	13000	5600	12	11001	13000	4000
	13	13001	15000	6200	13	13001	15000	4000
	14	15001	17000	6500	14	15001	17000	4000
	15	17001	19000	6800	15	17001	19000	4000
	16	19001	21000	7100	16	19001	21000	4000
	17	21001	23000	7400	17	21001	23000	4000
	18	23001	25000	7700	18	23001	25000	4000
	19	25001	27000	8000	19	25001	27000	4000
	20	27001	29000	8300	20	27001	29000	4000
	21	29001	31000	8600	21	29001	31000	4000
	22	31001	33000	8900	22	31001	33000	4000
	23	33001	35000	9200	23	33001	35000	4000
	24	35001	37000	9500	24	35001	37000	4000
	25	37001	39000	9800	25	37001	39000	4000
	26	39001 & above		10100	26	39001 & above		4000
<b>Prerequisite for facilitation of family of deceased Employees</b>	<p>In case of in service death of an employee, the following pre-requisites must immediately be fulfilled by the concerned office so that the family of the deceased employee may be facilitated without any delay:-</p> <ol style="list-style-type: none"> <li>Immediate submission of family pension case.</li> <li>Application for Anticipatory Pension (80% of the total pension).</li> </ol> <p>Besides, as a pro-active approach respective offices must observe the following practices regarding their employees:-</p> <ol style="list-style-type: none"> <li>Up to date list of family members of each employee for pension purpose be maintained beforehand.</li> <li>Nomination for Employees Provident Fund must be ensured for each employee in his/her life.</li> </ol>				<p>In case of in service death (security related) of an employee, the following pre-requisites must immediately be fulfilled by the concerned office so that the family of the deceased employee may be facilitated without any delay:-</p> <ol style="list-style-type: none"> <li>Immediate submission of family pension case.</li> <li>Application for Anticipatory Pension (80% of the total pension).</li> </ol> <p>Besides, as a pro-active approach respective offices must observe the following practices regarding their employees:-</p> <ol style="list-style-type: none"> <li>Up to date list of family members of each employee for pension purpose be maintained beforehand.</li> <li>Nomination for Employees Provident Fund must be ensured for each employee in his/her life.</li> </ol>			


Contd on

(4)

d	Only payable amount of EP Fund shall be paid to the family of deceased employee.	Only payable amount of EP Fund shall be paid to the family of deceased employee.
---	--	--

A death will be deemed to be a "Security Related death" if it occurs due to a terrorist while combating or confronting the terrorist(s).

Relevant rules and policies stand amended to the above effect.

  
Saghir Ahmad)  
DG(HR) PEPCO

All GMs PEPCO  
MD NTDC PEPCO  
All CEOs, DISCOs/ GHCL/GENCOs & PTTC  
Chief Auditor PEPCO  
Company Secretary PEPCO w/r to his office letter No.1070-74/Secy/PEPCO/  
BOD/M-51/Item-5 dated 03.10.2016  
SO to MD PEPCO  
Master file