

PUNJAB PANCHAYAT SAMITIS AND ZILA PARISHADS EMPLOYEES PENSION AND PROVIDENT FUND RULES, 2000

PUNJAB GOVT GAZ., JULY, 28 (SRVN 6, 1922 SAKA) GOVERNMENT OF PUNJAB 2000 441 - DEPARTMENT OF RURAL DEVELOPMENT AND PANCHAYATS Notification The 14th Jilly, 2000 No. G.S.R. 68/P.A.9/34/Ss. 28, 155, 196 and 227/2000 reference to the Government of Punjab Department of Rural Development and Panchayats, Notification No. G.S.R. 83j/P.A.9/94/Ss. 28, 155, 196 and 228/99, dated the 18th November, 1999, and in exercise of the powers conferred by section 227 read 155 and 196 of the Punjab with sections 28, 1994 (Punjab Act 9 of 1994), Panchayati Act, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules, namely : RULES 1. (1) Short title commencement and application. These rules may be called the Punjab Panchayat Samitis and Zila Parishads Employees Pension and Provident Fund Rules, 2000. (2) They shall be deemed to have come into force on and with effect from the 1st day of July, 1999, in the case of employees of the Panchayat 1999, who were working Samitis and Zila, immediately before that date on whole time regular basis and who opt for these rules, and in the case of employees of the Panchayat Samitis and Zila Parishads, who are appointed on or after the 1st day of July, 1999 on whole time regular basis. (3) They shall apply to the employees of the Panchayat Samitis and Zila Parishads : (i) Who were working immediately before the 1st day of July, 1999 on whole time regular basis and opt for these rules; and (ii) Who are appointed on or after the 1st day of July, 1999 on whole time regular basis. (4) They shall not apply to the employees of the Panchayat Samitis and Zila Parishads, who were 442 PUNJAB GOVT GAZ., JULY 28, 2000 (SRVN 6, 1922 SAKA) working immediately before the 1st day of July, 1999 and who do not opt for these rules, such employees shall, however, be governed by the Punjab Panchayat Samitis and Zila Parishads Provident Fund Rules, 1965

2. In these rules, unless the context otherwise requires .(a) "Act" means the . Punjab Panchayati Raj Act, 1994 ; (b) "Appendix" these rules ; means Appendix appended to (c) "Competent Authority" means the authority specified as such in Appendix 'A' and 'B' and includes any other officer to whom the competent authority may delegates its powers under these rules; (d) "Controller" means, the • Controller Pan- chayati Raj Finances in the Department of ral Development and Panchayats; "Family" means the family. as defined in rule 2.17 of the Punjab Civil Services Rules, Volume I, Part I; (f) "Form" means the form appended to these rule ; (g) "Fund" means the pension. fund established under rule 4 of these rules; (h) "Government" means the Government of State of Punjab in the Department of Rural. Development and Panchayats; (i) "Pay" means the pay as defined in rule 2.44 of the Punjab Civil Services' Rules, Volume I, Part I; (j) "Pension" ir.cludes family •pension; (k) " qualifying service" means the service of an employee of a Panchayat Samiti or Zila Parishad, as the case may be, for which he has , made contribution towards the Contributory Provident Fund before and after the commencement of •these rules; and "section" means the section of the Act. PUNJAB GOVÜGAZ., JULY 28, 2000 (SRVN 6, 1922 SAKA) 443 3. . Exercise of Option. — (1) The option under clause. (i) of sub-rule (3) of rule 1 to elect to be governed by these rules, shall be exercised in



form I appended to these rules so as to reach Competent Authority date of Gazette Provided (a) (b) (c) within a period of four months from the publication of these rules in the Official that, — in the case of an employee, who on the date of publication of these rules was on leave, the option shall be exercised within a period of four months from the date he joins his duty after returning from leave; where an employee is under suspension on the option shall be exercised that date, within a period of four months from the date he joins his duty; and in the case of an employee, who dies without exercising his option within the stipulated period, he shall be deemed to have opted for these rules. The employees who opt for these rules shall cease to avail the benefit of Contributory Provident Fund and the employees who opt out of these rules, shall to avail the benefit of the Contributory Provident Fund

4. Establishment of the Fund.—For the purpose of payment of pension, there shall be established a fund to be known as Pension Fund (hereinafter referred to as the Fund) by the Director. 5. Transfer of the amount of the Fund (1) The share of money contributed by a Panchayat may be, along with interest standing in the Contributory Provident Fund Account to the credit of an employee of a Panchayat Samiti or a Zila Parishad, who opts for these rules, or who is governed by these rules, shall stand transferred to the Fund during period of service of the said employee. 444 PUNJAB GOVT GAZ. , JULY 28, 2000 (SRVN 6, 1922 SAKA) (2) The Panchayat Samiti or Zila Parishad, the case may be, shall make monthly contribution towards the fund at the rate of twelve per cent of the basic pay of the employee. The amount of monthly contribution shall be subject to any change, which may be made by the Government from time to time. (3) The amount of the Fund shall be kept in any branch of the Nationalised Bank or a Scheduled Bank, as the case may be or as may be specified by the Director

6. Operation of the Fund.— (1) The Fund, shall be kept and administered by the Director. (2) The monthly contribution as specified in sub-rule (2) of rule 5, shall be drawn out of the Panchayat Samiti Fund or Zila Parishad Fund, as the case may be and shall be credited into the bank draft by the Drawing and Disbursing Officer of the Panchayat Samiti or Zila Parishad, as the case may be, not later than the seventh day of the month following the month to relate and in the event of any default in making contribution within the stipulated period, the defaulting Panchayat Samiti or Zila Parishad, the case may be, shall pay interest at the rate of fifteen per cent per annum for the period of default on the (3) All payments to be made to the employee under these rules, shall be paid through the bank, as specified in sub-rule (3) and of rule 5

7. Maintenance of the Accounts of Funds —The Accounts Fund shall be maintained by the Director. The Bank through which pension is disbursed, shall also maintain the accounts as per guidelines given in this behalf by the Director from time to time

8. General Provisions relating to grant of Pension.(1) Subject to the provisions of the Act and these rules and sub-rule (2), for the purpose of grant of pension, the rules relating to pension as contained in : the Punjab Civil Services Rules, mutatis mutandis Volume—I I, shall apply to employees of Panchayat Samitis or Zila Parishads PUNJAB GOVT GAZ. , JULY 28, 2000 (SRVN 1922 SAKA) 445 and for that purpose, the terms and expressions not expressly or otherwise defined in these rules, shall have the same meanings as assigned to them in the Punjab Civil Services Rules, Volume I, Part I, as amended from time to time (2)

The pension to be given under these Rules shall not be commuted. 1) An employee subscribing 9. Nominations ; to the Fund (hereinafter called the subscriber) shall, at the time of joining the Fund, send to the Director a nomination in



Form—II or Form I I—A the right to conferring on one or more persons , receive the amount, that may stand to his credit in the Fund, in the event his death, before that amount has become payable or having become payable has not been paid Provided that if, at the time of making the nomination. the subscriber has a family the nomination shall not be in favour of any person other than the member or members of his family ; (2) If a subscriber, nominates more than one person under sub—rule (1) he shall specify in the nomination the amount or share payable to each of the nominees in such manner as to cover the whole of the amount that may stand to his credit in the Fund at any time. (3) Every nomination shall be made in Form—II Or Form I I—A. (4) A subscriber may at any time, cancel a nomination by sending: a notice in writing to the Director : Provided that • the subscriber shall alongwith send fresh nomination made in such notice, sub-rule (1) to accordance with the provisions of 100 Pension Payment Order. (1) After completion of the pension papers of the 446 PUNJAB GOVT GAZ. , JULY 28, (SP.VN 6, 1922 SAKA) manner - as specified in Punjab Civil 2000 Services Rules, Volume—I I, as amended from time to time the same . shall be sent by the Executive Officer of the Panchayat Samiti or the Deputy Chief , Executive Officer of the Zila Parishad, as the case may be, to the Controller for verification of qualifying service and emoluments for the purpose of grant of pension. (2) The Controller after necessary verification, shall send the pension papers. to the Competent Authority as specified in Appendix 'A' , for sanction -and issue of pension payment order for release of pension. (3) While sanctioning pension the Competent Authority specified in Appendix 7 A shall ensure that the contributions of the employee for the period reckoned for pension, has been duly credited to the Fund

11. Payment of Pension. (1) The Competent Authority shall issue pension payment order to the pensioner in manner as specified in the Punjab Civil Services Rules, Volume 11, with a copy thereof to the Bank as specified in sub—rule (3) of rule 5 of for the payment of pension to the pensioner every month . (2) While making payment of pension, the Competent Authority shall be guided by the Punjab Treasury Rules, which shall apply mutatis mutandis to the pensioners under these rules. Conversion 12. to the of the amount Contributory Provident Fund From the date of commencement of these rules the subscriptions made by: the employees to the Contributory Provident Fund established by a Panchayat Samiti or a Zila Parishad, as the case may be, alongwith interest accrued thereon shall stand converted in the Provident Fund under these rules in the case of the employees, who opt for these rules. (2) referred -Fund or shall be The subscriptions made by the employees to in sub—rule (1) , to Panchayat Samiti or Zila Parishad : Fundi • as the case may be, credited to the Fund within a period of one PUNJAB GOVT GAZ. , JULY 28, 2000 (SRVN 6, 1922 SAKA) 447 month from the date of commencement of these rules, failing which, the said Panchayat Samitis or •Zila Parishads, as the case may be shall have to pay .an interest at such rate, as may be specified by the Director till the date of credit of the entire amount into the Fund. (3) The employee , who has opted for these rules, but had invested his balance in accordance with the provisions of the Punjab Panchayat Samitis and Zila 1965 , would be Parishads Provident Fund Rules, required to deposit the amount so invested alongwith the interest accrued thereon, within such period after exercising the option, as may be specified by the Director with the concerned Panchayat Samiti or Zila Parishad, as the case may be. If the employee does not deposit the said amount within the stipulated period, then he would be liable to pay interest on that amount at a rate specified by the Director till the date of deposit of this amount with the Panchayat Samiti or Zila Parishad, as the case may be (4) The Provident Fund account in respect of each employee shall be maintained at the level of each Panchayat Samiti or Zila Parishad, as the case may be, by such Competent Authority as is specified in Appendix 1B I and in case of transfer of an employee the amount alongwith from one office to another , interest accrued thereon up to the date of transfer, shall be sent to the Panchayat Samiti or Zila Parishad, to which such employee is transferred. (5) The advances from the Provident Fund shall be sanctioned by the Competent Authority as specified in Appendix i B I 13. audit of the Fund shall be conducted by the Controller from time to time

14. Over—riding effect. —The provisions of these rules shall have over—riding effect not withstanding anything inconsistent therewith contained in any other rules governing the payment of pension and Provident Fund for the time being in force.

15 e Application of the Punjab Civil Services Rules—Any matter relating to pen Sion and Provident 448 PUNJAB GOVT GAZ. , JULY 28, 2000 (SRVN 6, 1922 SAKA) Fund, which ie not specifically covered under these rules, shall be governed and regulated by the provisions of the Punjab Civil Services Rules or any other corresponding rules on the subject

16. Interpretation any question arises as to the interpretation of these rules, the Government shall decide the same and the decision so taken, shall be final. PUNJAB GOVT GAZ. , JULY 28, 2000 (SRVN 6, 1922 SAKA) APPENDIX [See rule 10(2)] Authority competent to sanction Pension and release of Pension 449

Category of employee All employees of Panc hayat Samitis and Zila Parishads A uthority competent to sanction pension Director 450 1, PUNJAB GOVT GAZ. , JULY '28, (GRVN 6, 1922 SAKA)



FORM-I (FORM OF OPTION) f See rule 3 2000 employed as in the office of district have carefully gone through and understood the meaning and implications of the Punjab Panchayat Samitis and Zila Parishads Employees Pension and Provident Fund Rules, 2000, and I hereby opt for these rules/do not opt for these rules. Date . Place (Signature with designation) Name Designation Name of office (Panchayat Samiti/ Zila Parishad) in which employed. PUNJAB GOVT GAZ. , TOLY 28 y (SRVN % , 1922 SAKA) 2000 453 APPENDIX [See rule 1 Z" (4; Authorities competent • to sanction and to maintain it. and (5) j advances from the Provident Fund Category of employees All employees . nature of advance N an — refund— able advance and final payment Refundable A 'C thorty competent sanction to Chairman/ Adminis— iracor of the con— cerned Panchayat Parishad Executive Officer/ Deputy Chief. Executive Officer of the concez ned Paychayat Samiti/ Zila Parishad Authority corn:etent to maintain Provident Fund Executive Officer/ Deputy Chief Executive Cfficer of the concerned Paychayat Samiti/ Zila Parishad Executive Officer/ Deputy Chief Executive Officer of the conc erned Panchayat Samiti/ Zila Parishad. J.S.

-KESAR r ancial Commj ssioner and Secret : ry to Government . of Punjab e Department Rural Development and Panchayats 'if PUNJAB GOVT GAZ. , JULY 28, (SRVN 6, 1922 SAKA) FORM-11 (FORM OF NOMINATION) (See rule 9) 2000 451 When the subscriber has a family and who wishes to nominate one member thereof. I hereby nominate the person mentioned below , who is a member of my family as defined in clause (e) of rule 2 to receive the amount that may stand to my credit -in the Provident Fund, in the event of my death before that amount has become payable, or having become payable, has not been paid Name and Relation- Age Contin— address of nominee 1 ship with subscriber 2 3 Dated this gencies on the happen— ing of which the nomi- riation shall become invalid day,' of Name, address and relation- ship of the person or per sons, if any, to whom the right of nominee shall pa.ss in the event of his/her pre—deceasing the subscriber or on the happening of the contigen— Cies specified in the previous columns 5 200 • Signature of Subscriber Two witnesses to signature : (1) (2) 452 PUNJAB JULY 28, GOVT GAZ. , (SRVN 69 1922 SAKA) FORM-11 (A) FORM OF NOMINATION 2000 When the subscriber has a family and to nominate more than one member thereof I , hereby nominate the person mentioned who are members of my family as defined in (e) of rule 2 to receive the amount that may, wishes below , clause stand to my credit in the Provident Fund, in the event of my death before that amount has become payable, or having become payable, has not been paid. Name and address of nominee 1 Relation— ship with subscriber 2 Age Amount of share of 3 tions to be paid to each 4 Contingencies on the happen- ing of which the nomination shall become invalid 5 day of N ameaddress a nd relationship of person or persons if any; to whom the right of nomi— nee shall pass in the event of his/her pre— deceasing the subscriber or on the happen— ing of the contin- gency cr conti— geracies specified in the previous columns 6 200 Date this Two witnesse', (1) (2) Signature of subscriber. to signature :