

**THE COASTAL DEVELOPMENT AUTHORITY EMPLOYEES
BENEVOLENT FUND RULES, 1999.**

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GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT DEPARTMENT
Karachi dated 30th January, 2001.

NOTIFICATION.

NO.SO (ADMN-I)(P&D)15(1)/98:-In exercise of the power conferred by section 24 of the Coastal Development Authority Act, 1994, the rules namely:-

1. (1) These rules may be called the Coastal Development Authority Employees Benevolent Fund Rules, 1999. Short title and commencement and extent.
- (2) They shall come into force at once.
- (3) They shall apply to all employees.
2. (1) In these rules, unless there is anything repugnant in the subject or context. Definitions.
 - (a) "Accounts Officer" means the Accounts Officer of the Authority;
 - (b) "Committee" means the committee appointed under rules-10;
 - (c) "Convener" means the Convener of the committee;
 - (d) "Employees" means an employee of the Authority;
 - (e) "Family" in relation to an employee means;
 - (i) wife or wives or husband, of an employee, as the case may be;
 - (ii) legitimate children and step children residing with and wholly dependent upon the employee;
 - (iii) parent, sisters and minor brothers, if residing with and wholly dependent upon the employee;
 - (f) "Fund" means the Employee Benevolent Fund constituted by rule-3;
- (2) The words and expressions used but not defined in these rules shall have the meanings assigned to them in the Coastal Development Authority employees (General Conditions of Service) Regulation, 1997.
3. (1) There shall be a fund to be known as the Coastal Development Authority Employees Benevolent Fund. Fund

- (2) The fund shall consist of;
- (i) compulsory deductions recovered from the employees at the rates hereinafter mentioned;
 - (ii) such grant as may from time to time, be made by the Authority.
 - (iii) other contributions and donations;
 - (iv) income from investment made under these rules.
- (3) The money credited to the fund shall be kept in the Bank as may be specified by the Chairman.
- (4) The Authority may invest such moneys of the fund as are not required for immediate expenditure, in any Government Securities, fixed deposits, or in any other manner as may be approved by the Authority.
4. (1) Every employees in BPS-16 and above shall subscribe to the fund monthly at the rate of one present of his pay rounded to the nearest rupee subject to a minimum of ten rupees and maximum thirty rupees and such subscription shall be deducted at sources from the salary of the employee.
- (2) Every employee in BPS-15 and below shall subscribe to the fund monthly to be deducted at the source from the salary of the employee at the rate indicated below:

Where pay per men sum is:

(i)	Rs. 400 or above but is below Rs. 500	Rs. 4.00
(ii)	Rs. 500 or above but is below Rs. 600	Rs. 5.00
(iii)	Rs. 600 or above but is below Rs. 700	Rs. 6.00
(iv)	Rs. 700 or above but is below Rs. 800	Rs. 7.00
(v)	Rs. 800 or above but is below Rs. 900	Rs. 8.00
(vi)	Rs. 900 or above but is below Rs. 1000	Rs, 9.00
(vii)	Rs. 1000 or above but is below Rs. 1100	Rs. 10.00
(viii)	Rs. 1100 or above but is below Rs. 1200	Rs. 11.00
(ix)	Rs. 1200 or above but is below Rs. 1300	Rs. 12.00
(x)	Rs. 1300 or above but is below Rs. 1400	Rs. 13.00
(xi)	Rs. 1400 or above but is below Rs. 1500	Rs. 14.00
(xii)	Rs. 1500 or above.	Rs. 15.00

- (3) The Authority may, with the approval of Government increase or decrease the rate of monthly subscription under sub-rule(1) or sub-rule(2).

- (4) Where the subscription cannot, for any reasons, be deducted from the pay of the employee, he shall remit the amount payable by him to the Accounts Officer who shall cause the same to be credited to the fund.
- (5) Default in the payment of subscription for any reason shall not affect the right of the employee or his family to receive the grants.
- (6) No. subscription made by an employee shall be refundable.
5. (1) The benefits admissible under these rules shall become admissible immediately after the employee has made his first subscription to the fund. Admissibility of the benefits.
- (2) The benefit to employee or the family shall be passed for the Basic Scale of pay in which the employees placed at the time, the cause of the benefit arises.
6. (1) The Fund shall be utilized for: Utilization of the fund.
- a) The relief of the Employees and their families by:
 - (i) financial assistance to the employee and their families for illness;
 - (ii) giving financial assistance to the family of the deceased employees;
 - (iii) giving financial assistance to the employees invalidated out of service;
 - (iv) making special grants to the employees in exception cases;
 - b) funeral expenses on the death of employee;
 - c) educational scholarships to the employees and their children as may be determined by the Convener;
 - d) marriage of the employee or his children;
 - e) sports and recreation of the employees and their families;
 - f) defraying expenditure in respect of the management of the fund.
- (2) The financial assistance under sub-rule(ii) or sub-clause(iii) or clause(a) of sub-rule(1) shall be recurring for a period of ten years, and in the case of the death of the employee be payable to his family:

Provided that a financial assistance in favour of a widow of the employee shall be payable on her furnishing

a certificate at the time of every payment to the effect that she has not re-married, and shall stand withdrawn as soon as the widow remarries.

7. (1) All applications for grants from the fund shall be made on plain paper to the committee containing particulars of the applicant or the employee, his name, father's name, designation of the employee, on whose account the grant is claimable, at the time of his retirement/death, date of invalidation/retirement/death, name of surviving legal heirs in the family (in case the person had died), and the nominated heirs, if any with relationship noted against each name alongwith purpose and the amount of grant applied for. Submission of application.
- (2) The employee or applicant shall submit such certificate or documents as may be required of him.
8. (1) The following grants shall be admissible to an employee in BPS-16 to and above, or his family, as the case may be, namely: Grants
- i) (a) A sum not exceeding five hundred rupees per mensem for a period of ten years to an employee, if he is invalidated during service before retirement or to the widow/members of his family, if he dies during service before retirement;
 - (b) A sum not exceeding five hundred rupees per mensum for a period of five years to the widow/members of his family, if he dies within two years after his retirement.
 - (ii) A sum not exceeding one thousand rupees during the entire service to an employee or his family, on account of prolonged illness, in a disease such as tuberculosis, cancer, polio or for serious operation.
 - (iii) A sum not exceeding one thousand rupees to an employee in BPS-16 only for meeting immediate expenses in connection with the death of the member of his family, or to the members of the family in the event of the death of the employee.
 - (iv) A sum not exceeding two thousand rupees to an employee in BPS-16 during his entire service,

on account of the marriage of his two daughters or one daughter and one dependent sister.

- (2) The following grants shall be admissible to employees in BPS-15 and below or their families, as the case may be, namely:-
- i) (a) A sum not exceeding two hundred rupees per mensem to employees in BPS-1 to BPS-4 and three hundred rupees per mensem to an employee in BPS-5 to BPS-15, for a period of ten years, in case of invalidation during service before retirement or to the widow/ member of his family, if he dies during as service before retirement;
 - (b) A sum not exceeding two hundred rupees per mensem to an employee in BPS-01 to BPS-04 and three hundred rupees per mensem to an employee in BPS-05 to BPS-15 for a period of five years to the widow/member of his family, if an employee dies within two years after his retirement.
 - ii) A sum not exceeding on thousand rupees during the entire service to an employee or his family, on account of prolonged illness, in a disease such as tuberculosis, cancer, polio or for serious operation.
 - iii) A sum not exceeding one thousand rupees to an employee for meeting immediate expenses in connection with the death of his family member, or to the members of his family in the event of the death of the employee.
 - iv) A sum not exceeding Rs. 1400/- (Rupees Fourteen hundred Only) in case of employees in BPS-1 to BPS-4 and Rs. 2000 (Rupees two thousand only) in case of employee in BPS-5 to BPS-15, during their entire service, on account of marriage of two daughter or one daughter and one dependent sister.
- (3) The committee may, in special circumstances and for reasons to be recorded in writing, enhance the amount of the grant under the proceeding rules.

9 (1) The amount sanctioned shall be drawn by the employee in whose favour such amount is sanctioned on a simple receipt signed by him and counter signed by the Accounts Officer. Accounts

(2) The accounts of the Fund shall be maintained by the Accounts Officer or any other persons authorized by him in this behalf with the approval of the Chairman.

(3) The accounts of the Fund shall be kept in rupees and all payment from it shall be made in rupees.

(4) The Accounts of the Fund shall be audited annually by the Auditors of the Authority.

10. (1) The Authority shall appoint a committee consisting of six members including the Chairman who shall be the convener and the Accounts Officer who shall be the Secretary of the committee for administration of the Fund. Audit of the funds.

(2) Not less than three members of the committee shall be appointed from amongst the employees in basic pay scale No. 1 to 15.

(3) The Convener may coopt one or more persons for advice in respect of any matter before it but persons shall not be entitled to vote.

(4) No member of the committee shall be entitled to any remuneration.

(5) The Secretary shall be responsible for:

i) the maintenance of the records relating to the Fund.

ii) the disbursement of money from the Fund.

iii) the maintenance of the accounts of the Fund.

iv) the preparation of the agenda of the meetings of the committee and giving advance notice of such meeting to the members of the committee.

11 (1) The committee:-

(a) shall have the power to sanction expenditure incurred on the administration and management of the Fund; and

(b) may do or cause to be done such other things as are ancillary or incidental to any of the aforesaid powers or to the purposes of the Fund; and

- (c) may with the approval of Government introduce schemes for gratuity, loans to employees in BPS-15 and below or any other beneficial scheme such as housing societies educational institutions.
- (2) There shall be held at least one meeting of the committee in every three months period, provided that a special meeting may be called by the convener at any time of his own or on receipt of requisition of a member of the committee if in his opinion it is expedient to comply with the requisitions.
- (3) The conveyor and any two members of the committee shall form the quorum at the meeting.
- (4) The decision by the committee shall be taken by majority of votes, and in case of equity of votes, the convener shall have a second vote.
12. No appeal shall lie against the decision of the committee except with the prior approval of the Chairman. Appeal

**ADDITIONAL CHIEF SECRETARY (DEV.)
GOVERNMENT OF SINDH**

No. SO(ADMN-I)(P&D)15(1)98:

Karachi dated 30th January, 2001.

A copy is forwarded for information and necessary action to: -

1. All Administrative Secretaries to Government of Sindh.
2. The Senior Member Board of Revenue, Sindh.
3. The Superintendent, Sindh Government Printing Press Karachi, with a request to publish it in the Government Gazette and Supplies 50 copies thereof to this Department.
4. The Chairman, Coastal Development Authority, Government of Sindh, Karachi.
5. Office order file.

**(BAIG MUHAMMAD PIRZADO)
SECTION OFFICER(ADMN-I)**