



No. TEVTA /Bud/PSIC/Abs./ **2014-15**

Dated: October <sup>nd</sup> **22**, 2014

## NOTIFICATION

### **Sub: Absorption of PSIC employees**

No. TEVTA /Bud/PSIC/Abs./ Technical Education & Vocational Training Authority (TEVTA) is pleased to approve the absorption of PSIC employees transferred to TEVTA with effect from 01.10.2014 in TEVTA. The Services of these employees shall continue to be governed under relevant PSIC service Rules & Regulations applicable till 30.9.2014. The creation / transfer of Pension Fund, General Provident Fund and Benevolent Fund in TEVTA shall be made as per following arrangement;

#### **1. Commencement.**

The absorption of PSIC employees in TEVTA will take effect from October 01,2014.

#### **2. Terms of Absorption**

- (a) Payment of monthly pension of PSIC employees who retired before transfer to TEVTA (01.10.2001) will continue to be paid by PSIC along with all increases as principally approved by PSIC Board of Members in its meeting held on 02.09.2014.
- (b) PSIC will transfer Rs.61.369 million to TEVTA on account of balance of pension fund in respect of training and service centers.
- (c) TEVTA will create pension fund with an initial amount of Rs.909 million (from secretariat fund of Rs.661 million plus service centers contribution of 248 million) for PSIC employees and pay monthly pension to retirees for the month of October 2014 and onward.
- (d) Payment of monthly pension of PSIC employees of Service Centers / Training centers who retired after 2001 will be paid by TEVTA with effect from October 2014 along with all increases as principally approved by PSIC Board of Members in its meeting held on 02.09.2014.
- (e) PSIC will also transfer GP Fund and Benevolent Fund of employees absorbed by TEVTA.

- (f) The duly reconciled records of Provident, Benevolent Fund and data of retirees / employees would be transferred by PSIC to TEVTA for creation of proper system at TEVTA secretariat for the proper disbursement of pension under the rules.

### **3. Authority**

The overall authority will rest with TEVTA Board after absorption. The authority for issuance of retirement notification, sanction advice and PPO shall be exercised as under:

(a) Retirement Notification

- |                 |           |
|-----------------|-----------|
| • BS 1 to 15    | GM(SC)    |
| • BS 16 & above | COO TEVTA |

(b) Sanction Advice and PPO

- |                 |              |
|-----------------|--------------|
| • BS 1 to 15    | DGM(F)       |
| • BS 16 & above | GM (F) TEVTA |

### **4. Pension Fund Management and contribution to the Fund**

The personal files of staff above BS-16 will be maintained by the office of GM (service centers) and for staff below BS-16 will be maintained by concerned District Managers/Project Directors. The financial affairs of Pension fund shall be managed by Finance Wing TEVTA and payments of commutation/pension, shall be released on the recommendation of District Manager concerned in case of training centers and Project Directors / Managers in case of service centers submitted through GM (Service Centers) under pension rules.

The annual contribution to the pension fund will be made @ 33.6% of Basic Pay. The contribution to the fund, in case of Institutes/ Centers will be made by TEVTA from Grant in Aid as per existing practice. The contribution @ 33.6% of Basic Pay to the fund, in case of employees of service centers, will be made from pension provision from pool fund maintained by Manager (Service Center) from the contribution of respective service centers.

### **5. Bank Account and its operation**

Two separate bank Accounts at Scheduled banks will be opened and maintained. One account will be for the purposes of maintaining pension fund and other will be for the disbursement of pension fund. Any two already approved signatories at TEVTA Secretariat will jointly sign the payment instrument.

### **6. Investment of Pension Fund**

*The Fund shall be invested in duly approved Scheduled Banks/Financial Institutions at prevailing rates as per investment policy of Govt. of Punjab Pension Fund.*

## **7. Management of Provident Fund**

*The provident Fund shall be managed under the control of Board of Trustees in accordance with PSIC employees Provident Fund rules. The trust shall be got registered under the prevailing rules. However, initially a separate Bank Account will be opened and operated at TEVTA Secretariat for investment, contribution of members, operating expenses and disbursement to members.*

## **8. Benevolent Fund**

*The affairs of benevolent fund will be managed in accordance with PSIC employees benevolent fund rules. A separate account to maintain benevolent fund shall be opened and operated at TEVTA Secretariat for contribution of employees, operating expenses and disbursement to beneficiaries.*

## **9. Financial Powers**

Financial powers for Investment of Funds, payment of pension/commutation, Provident Fund and Benevolent Fund shall be exercised as per standard TEVTA Delegation of financial powers 2012 issued or as amended /issued from time to time.

## **10. Books of Accounts**

Separate books of account will be maintained in accordance with accounting policies of TEVTA.

## **11. Audit of Accounts**

Audit of accounts will be conducted by TEVTA Auditors annually.

No. Enven & Dated:  
October 22<sup>nd</sup>, 2014

Irfan Qaiser Sheikh  
Chairperson TEVTA

C.C:

- (1) All General Managers TEVTA Lahore.
- (2) The Advisor Projects TEVTA Lahore.
- (3) All Deputy General Managers TEVTA Lahore.
- (4) All Zonal Managers, TEVTA Punjab.
- (5) All Managers, TEVTA Lahore.
- (6) All District Managers, TEVTA Punjab.
- (7) All Project Directors (SC) Punjab.
- (8) PSO to Secretary Industries, Government of Punjab.
- (9) SA to Chairperson TEVTA, Lahore.
- (10) PS to COO TEVTA, Lahore.
- (11) PS to MD PSIC Lahore.

  
Mirza Umar Farooq  
DGM (Finance)

