
	<b>GOVERNMENT OF THE PUNJAB</b> <b>TECHNICAL EDUCATION &amp; VOCATIONAL TRAINING</b> <b>AUTHORITY</b> 96-H, GULBERG II, LAHORE PHONE: 042-99263055-59 www.tevta.gop.pk		
	<b>(Office of DG Finance)</b>		
TEVTA/Fin/Acc/2025/1046	Rev No 00	Date: the Lahore, March, 26, 2025	

### CIRCULAR

Subject: **PAY FIXATION OPTIONS FOR TEVTA EMPLOYEES UPON PROMOTION**

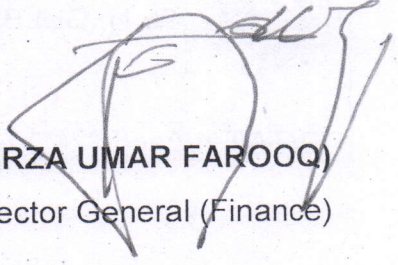
Reference: Minutes of 8<sup>th</sup> Anomaly Committee Meeting, Letter No. TEVTA/HR-I/Anomaly/2024, dated 25.06.2024.

02. The purpose of this circular is to provide comprehensive guidance regarding pay fixation options available to TEVTA employees at the time of promotion, in accordance with the Pay Revision Rules, 1972, Government of Punjab. For the information of all TEVTA employees, TEVTA adheres to the Government of Punjab's methodology for pay fixation, as stipulated in the Pay Revision Rules, 1972. These rules provide following two options for pay fixation upon promotion, specifically under Rule 10(1) and Rule 10(3):

- a) Under rule 10(1), an employee's pay is fixed upon his/her request to fix the pay from the date of assumption of charge in the new scale after promotion.
- b) Rule 10(3) states; if an employee before reaching the maximum of Revised Pay Scales is promoted to a higher pay scale between 01<sup>st</sup> January and 30<sup>th</sup> June of a calendar year and his initial pay in the latter scale is fixed with reference to his pay in previous scale, he may, at his option get his pay fixed in the higher scale with effect from 01<sup>st</sup> of July of the year of his promotion with reference to his presumptive pay on that date in his pre-promotion scale.

03. TEVTA employees who wish to exercise the option under Rule 10(3) must submit their request for pay fixation along with the designated format (copy

attached). It is important to note that once an option (either Rule 10(1) or Rule 10(3)) is exercised, it shall be considered final and will not be subject to change.

  
(MIRZA UMAR FAROOQ)  
Director General (Finance)

**CC:**

1. All Directors General, TEVTA Secretariat, Lahore.
2. All Addl. Directors General, TEVTA Secretariat, Lahore.
3. All Regional Directors, TEVTA in Punjab (with a request to disseminate it to lower formation).
4. All District Directors, TEVTA in Punjab (with a request to disseminate it to lower formation).
5. All Directors, TEVTA Secretariat, Lahore (with a request to Director MIS to upload it on TEVTA website).
6. The Chairperson Trade Testing Board, Lahore.
7. The Director to Chairperson, TEVTA Secretariat, Lahore.
8. The Director to COO, TEVTA Secretariat, Lahore.
9. P.S. to SDG, TEVTA Secretariat, Lahore.