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PART II

Statutory Notifications (S. R. O.)

GOVERNMENT OF PAKISTAN
ESTABLISHMENT DIVISION
(Staff Welfare Organization)

Islamabad, the 19th January, 2022

NOTIFICATION

S.R.O. 291(1)/2022.— In exercise of the powers conferred by para-25 of the General Financial Rules Vol.1, the following amendments under para 6 a & c: Charges, of the Reservation of Wedding Hall and Auditorium Rules, 2006 are made:—

(445)

Price: Rs.40.00

[7315(2022)/Ex. Gaz.]

6. Charges:

Facility	Category	EXISTING RATES			REVISED RATES	
		Reservation Fee	Labour or Cleanliness Charges	Security (Refundable)	Employees Category	Reservation Fee
Wedding Hall*	a) Federal Government Employees	Rs. 4,500/- (Day time) Rs. 6,000/- (Night)	Rs. 300/-	Rs. 3,000/-	BS 01-04	Rs. 4,500/- (Day) Rs. 6,000/- (Night) Rs. 600/- (Labour) Rs. 6,000/- (Security)
					BS 05-16	Rs. 9,000/- (Day) Rs. 11,000/- (Night) Rs. 600/- (Labour) Rs. 3,000/- (Security)
					BS 17-19	Rs. 12,000/- (Day) Rs. 14,000/- (Night) Rs. 600/- (Labour) Rs. 3,000/- (Security)
					BS 20-22	Rs. 15,000/- (Day) Rs. 17,000/- (Night) Rs. 600/- (Labour) Rs. 3,000/- (Security)
	(c) All Others.	Rs. 10,000/-	Rs. 3,00/-	Rs. 5,000/-	(c) All others.	Rs. 17,000/- (Day) Rs. 20,000/- (Night) Rs. 600/- (Labour) Rs. 5,000/- (Security)
Auditorium	Ministries/Division /Attached Departments and their employees.	Rs. 5,000/-	Rs. 3,00/-	Rs. 5,000/-	Others	Rs. 6,000/- (Day) Rs. 600/- (Labour) Rs. 3,000/- (Security)
	Others.	Rs. 5,000/-	Rs. 3,00/-	Rs. 5,000/-	Others.	Rs. 10,000/- (Day) Rs. 600/- (Labour) Rs. 3,000/- (Security)

*(Widows of deceased Federal Government employees and their dependents Shall continue to pay 50% of the above rates subject to the condition that widow shall produce a certificate from the office of the deceased employee that she has no other source of income except her pension, as per existing rules).

2. This issues with the approval of Establishment Division *vide* their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division *Vide* Fin. Div. (Exp-Wing)'s U.O. F.No.2(26)DS-Exp (Estab)/2017-18/732/15 dated 14.01.2022.

No.SWD-15(164)/2020/I,M&E/

S.R.O. 259(1)/2022.—In pursuance of para-25 of the General Financial Rules Vol.1, the following amendments under para 8 of “The Rules for running Staff Welfare Day Care Centers in Pakistan, 1990” are made:

8. Fees:

S.No.	Category	Existing Rates	Revised Rates
1.	BS-01-04	Rs. 50 P.M	Rs. 200 P.M
2.	BS 05-16	Rs. 150 P.M	Rs. 300 P.M
3.	BS 17-19	Rs. 250 P.M	Rs. 500 P.M
4.	BS-20-22	Rs.350 P.M	Rs.1000 P.M
5.	Others	Rs.400 P.M	Rs.1000 P.M

2. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide Fin. Div. (Exp-Wing)'s U.O. F.No.2(26)DS-Exp (Estab)/2017-18/732/15 dated 14.01.2022.

No.SWD-15(164)/2020/I,M&E/

S.R.O. 260.In pursuance of the para-25 of the General Financial Rules Vol.1, and powers conferred to Staff Welfare Organization under existing rules, the following amendments under para VII of the “ Use of Staff Welfare Coasters in Pakistan Rules,1997 are made:

VII. Charges:

S.No.	Category	Existing Rates	Revised Rates
1.	BS-01-22	Rs. 2,000/- per function within Muncipal limits	Rs. 4,000/- per function within Muncipal limits
		Rs. 20/Km out station within radius of 500 Km	Rs. 30/Km-out station within radius of 500 Km

2. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide Fin. Div. (Exp-Wing)'s U.O.F.No.2(26)DS-Exp (Estab)/2017-18/732/15 d ted 14.01.2022.

No. SWD-15(164)/2020/I,M&E/

S.R.O. 261.In pursuance of the para-25 of the General Financial Rules Vol.1, and powers conferred to Staff Welfare Organization under existing rules,

the following amendments under para Charges (1&2) of the “ Use of Staff Welfare Ambulances and Mortuary Van Rules,1991 are made:

Charges:

1. For Ambulance:

S.No.	Category	Existing Rates	Revised Rates
1.	BS-01-10	Rs.20 Per visit	Rs.10/- Per Km for (BS-1-22)
2.	BS 11-16	Rs.50 Per visit	
3.	BS 17-22	Rs.70 Per visit	Rs.20/Km (Others) Rs.50/ per Hour (Waiting charges)
4.	Waiting Charges	Rs.30 Per hour	

2. For Mortuary Van *:

S.No.	Category	Existing Rates	Revised Rates
1.	BS-01-16	Rs.6/Km (One side fare)	Rs.10/Km for BS 1-22 (Both side fare)
2.	BS 17-22	Rs.8/Km (One side fare)	
3.	Others	Rs.15/Km (One side fare)	Rs.15/Km (Both side fare)

*(Retired employees and dependents of retired/ deceased employees shall continue to pay 30 % of hiring rate of respective category as per existing rules).

2. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide Fin. Div. (Exp-Wing)'s U.O. F.No.2(26)DS-Exp (Estab)/2017-18/732/15 dated 14.01.2022.

No. SWD-15(164)/2020/I,M&E/

S.R.O. 262.In pursuance of the Fundamental Rules 45 and 45A and powers conferred to Staff Welfare Organization under the existing rules, the following sub para (d): Guest Charges under para-6: Rent Charges and para-7 Cash Security of the “Staff Welfare Organization's (Hostel Accommodation) Rules, 2012” , shall be inserted.

6. Rent Charges:—

S.No	Category of Allottee	Rent per day per Guest
(d)	Guest of allottee BS-1-20 & above	Rs.100/-

7. Cash Security:—

S.No	Category of Allottee	Security Fee
1.	(BS 1-16)	9,000/-
2.	(BS 17-19)	13,500/-
3.	(BS 20-22)	27,000/-

2. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide Fin. Div. (Exp-Wing)'s U.O. F.No.2(26)DS-Exp (Estab)/2017-18/732/15 dated 14.01.2022.

No. SWD-15(164)/2020/I,M&E/

S.R.O. 263. In pursuance of the General Financial Rule 25 and powers conferred to Staff Welfare Organization under existing rules, the following amendments under para Part-II (1) & (2) Membership Fee and Monthly Subscriptions “ Use of Staff Welfare Libraries in Pakistan Rules, 1985” are made:

Part-II 1&2 Membership Fee and Monthly Subscriptions:

S.No.	Category	Existing Rates	Revised Rates
1.	BS-01-15	Monthly Rs. NIL Annual Rs.05/-	Monthly Rs. NIL Annual Rs.200/-
2.	BS 16-22	Monthly Rs.02/- Annual Rs.10/-	Monthly Rs. NIL Annual Rs.300/-
3.	Others	-	Annual Rs.500/-
4.	Internet	-	Rs.500/- Per Month

2. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide Fin. Div. (Exp-Wing)'s U.O. F.No.2(26)DS-Exp (Estab)/2017-18/732/15 dated 14.01.2022.

No. SWD-15(164)/2020/I,M&E/

S.R.O. 264. In pursuance of the provisions of General Financial rule 25, the following rules are made for admission in the Trade Training Centre/ Vocational Training Centres run by Staff Welfare Organization, Establishment Division in Pakistan:—

1. Short title and commencement:—

- (i) These rules may be called the “Rules for admission in basic Typing/ Shorthand/Computer Courses offered by TTC/VTCs of Staff Welfare Organization, 2021.”
- (ii) These rules shall come into force at once.
- (iii) These rules are applicable on Trade Training Centre located at Islamabad and Vocational Training Centres located at Peshawar, Lahore, Quetta & Karachi or any other premises/ building to be designated as TTC/VTC or any new building to be constructed in any location in Pakistan by the Staff Welfare Organization.

2. Definitions: In these Rules , unless there is anything repugnant in the subject or context:—

- (i) Director General' means Director General Staff Welfare Organization, Establishment Division, Islamabad.
- (ii) The Directorate means the Directorate of Implementation, Monitoring and Evaluation, Staff Welfare Organization, Headquarters, Islamabad.
- (iii) Employees' means the employee (serving, retired and deceased) of Federal Government Provincial Government, Autonomous and Semi-Autonomous bodies paid of Civil Estimates.
- (iv) Others' mean the employees of autonomous and semi-autonomous bodies/ corporations/ Authority under administrative control of Federal Ministry/ Division/ Supreme Court/ High Courts/ provincial government and private students.
- (v) Dependents' mean wife, children, step children, parents, sisters and minor brothers of an employee if residing with and wholly dependent upon him. The term children also include major sons and married daughters so long as they are residing with and wholly dependent on the employee.
- (vi) Regional Offices' mean the Regional Offices of Staff Welfare Organization located at Islamabad Peshawar, Lahore, Quetta and Karachi.

- (vii) Regional Heads' means the heads of Regional offices of Staff Welfare Organization.
- (viii) Competent Authority means Secretary Establishment Division or any officer in Staff Welfare Organization authorized by him for the purpose of these rules.
- (ix) Chief Welfare Officer means Chief Welfare Officer of Staff Welfare Organization.

3. Control and Management of TTC/VTCs:

The TTC/VTCs shall be under the overall administrative control of the Staff Welfare Organization, Establishment Division and shall be managed by the officers so authorized by the Organization.

Eligibility:

- (i) The Trade Training Center (TTC) /Vocational Training Centers (VTCs) are primarily meant for providing training in basic computer, typing and shorthand skills to the Federal Government Employees paid from the Civil Estimates and their dependents (Male/Female). However, 'others' can also benefit from the facility.
- (ii) The retired Federal Government employees and their dependents are also eligible.
- (iii) The employees of autonomous and semi-autonomous bodies/ corporations/ Authority under administrative control of Federal Ministry/ Division/ Supreme Court/ High Courts/ provincial government and private students may be accommodated under the category of 'others' subject to availability.

4. Contents and Duration of the Courses:

Minimum qualification for admission in the following basic courses is matriculation. The contents and duration of the said courses is as under:

Computer	Shorthand	Typing
1	2	3
Contents Windows Operating System Microsoft Word Microsoft Excel Microsoft PowerPoint	Contents Theory Refresher Speed	Contents Key board Speed Letters
Duration of the Course 02 months	Duration of the Course 06 months	Duration of the Course 04 months

5. Admissions

The Principal/ Incharge of the concerned TTC/VTC shall invite applications for admission through a circular addressed to all ministries/divisions/attached departments/offices located in their respective area of jurisdiction twice in a calendar year for typing and short hand courses and thrice in a calendar year for computer courses on first come first serve basis. A proper admission record pertaining to each student shall be maintained by the centre concerned for verification by the Directorate/ audit team.

7. Charges:

Course Fee

The Course Fee in case of Federal Government Employees (FGE) and their dependents, and 'others' will be as under:

S.No.	Category	Existing Rates	Revised Rates
1.	BS 1-4	Typing: Rs.10/-month Shorthand:Rs.15/month	Typing & Shorthand (each) i. BS 1-16 Rs.800/- full course ii. BS 17 & above Rs.1000/- full Others Rs.1000/- full course
2.	BS 5-16	Typing: Rs.20/-month Shorthand:Rs.25/-month	
3.	BS 17-22	Typing: Rs.25/month Shorthand:Rs.30/month	
4.	Others	Typing: Rs.35/-month Shorthand:Rs.35/-month	
5.		Computer Course FGE Rs.300/- full course Others Rs.500/- full course	Computer Course FGE Rs.1500/- full Course Others Rs.2,500/- full Course

8. Receipts mechanism:

The charges will be paid in advance at the time of admission and shall be deposited in the government treasury in a week's time after admission.

There shall be no provision for refund of charges once deposited in the government treasury.

9. Complaints:

Any complaint may either be brought into the personal notice of the Chief Welfare Officer/ Staff Welfare Officer of the concerned region in person with a copy to the Directorate or entered in the register kept in TTC/VTC for the purpose.

10. Amendment in the rules and revision of charges:

Staff Welfare Organization reserves the right to revise the charges and alter or amend the Rules from time to time.

11. These rules supersede all the previous rules notified by Staff Welfare Organization for admission in the TTC/VTCs of Staff Welfare Organization.
12. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide U.O. Fin. Div. (Exp-Wing)'s U.O.F.No.2(26)DS-Exp (Estab)/2017- 18/732/15 dated 14.01.2022.

No. SWD-15(164)/2020/I, M&E/

S.R.O. 265. In pursuance of the provisions of General Financial Rule 25, the following rules are made for admission in the Ladies Industrial Homes run by Staff Welfare Organization, Establishment Division in Pakistan:—

1. Short title and commencement:—

- (i) These rules may be called the “Rules for admission in Courses offered by Ladies Industrial Homes of Staff Welfare Organization, 2021.”
- (ii) These rules shall come into force at once.
- (iii) These rules are applicable on Ladies Industrial Homes located at Islamabad, Peshawar, Lahore, Quetta & Karachi or any other premises/ building to be designated as Ladies Industrial Home or any new building to be constructed in any location in Pakistan by

the Staff Welfare Organization.

2. **Definitions:** In these Rules, unless there is anything repugnant in the subject or context:—

- (i) Director General' means Director General Staff Welfare Organization, Establishment Division, Islamabad.
- (ii) The Directorate means the Directorate of Implementation, Monitoring and Evaluation, Staff Welfare Organization, Headquarters, Islamabad.
- (iii) Employees' means the employee (serving, retired and deceased) of Federal Government paid of Civil Estimates.
- (iv) Others' mean the employees of autonomous and semi-autonomous bodies/ corporations/ Authorities under administrative control of Federal Ministry/ Division/ Supreme Court/ High Courts/ provincial government and private students.
- (v) Dependents' mean wife, children, step children, parents, sisters and minor brothers of an employee if residing with and wholly dependent upon him. The term children also include major sons and married daughters so long as they are residing with and wholly dependent on the employee.
- (vi) Regional Offices' mean the Regional Offices of Staff Welfare Organization located at Islamabad Peshawar, Lahore, Quetta and Karachi.
- (vii) Regional Heads' means the heads of Regional offices of Staff Welfare Organization.
- (viii) Competent Authority means Secretary Establishment Division or any officer in Staff Welfare Organization authorized by him for the purpose of these rules.
- (ix) Chief Welfare Officer means Chief Welfare Officer of Staff Welfare Organization.

3. Control and Management of Ladies Industrial Homes:

The Ladies Industrial Home shall be under the overall administrative control of the Staff Welfare Organization, Establishment Division and shall be managed by the officers so authorized by the Organization.

Eligibility:

- (i) The Ladies Industrial Home(LIH) are primarily meant for providing training in different vocational courses/trades to the females of Federal Government Employees paid from the Civil Estimates and their dependents. However, 'others' can also benefit from the facility.
- (ii) The retired Federal Government employees and their dependents and dependents of a deceased Federal Government Employees are also eligible.
- (iii) The employees of autonomous and semi-autonomous bodies/ corporations/ Authority under administrative control of Federal Ministry/ Division/ Supreme Court/ High Courts/ provincial government and private students may be accommodated under the category of 'others' subject to availability.

4. Contents and Duration of the Courses:

Minimum qualification for admission in the following courses are matriculation. The contents and duration of the courses are as under:

- (i) 02 years diploma course as per the syllabus of the Provincial Board of Technical Education.
- (ii) 01 year certificate course in dress making and embroidery.
- (iii) 06 months course in embroidery and knitting & sewing.
- (iv) 03 months course of knitting.
- (v) 02 months course in hand embroidery, water paint, oil paint, fabric painting, pot painting, boutique painting, tie and dye, flower making, baking, pickle and sauce making, cooking, glass

painting, etching work, candle making, stocking net flower, Italian dough craft.

- (vi) 15 days beautician course.
- (vii) 02 months course of interior decoration.
- (viii) 02 months computer class for training in MS office and Excel.

5. Admissions

The Regional Heads/ Welfare Officer of the concerned Ladies Industrial Home shall invite applications for admission through a circular addressed to all ministries/divisions/attached departments/offices located in their respective area of jurisdiction as per requirement on first come first serve basis. A proper admission record pertaining to each student shall be maintained by the centre concerned for verification by the Directorate/ audit team.

6. Charges:

Course Fee

The Course Fee in case of Federal Government Employees (FGE) and their dependents, and 'others' will be as under:

Sr. No.	Category	BPS	Existing Rates		Revised Rates
			Admission Fee	Monthly Fee	
1.	Federal Govt. Employee	1-4	Rs. 25/-	Rs. 10/-	FG Employees (Rs. 100/-P.M)
2.	-do-	5-15	Rs. 25/-	Rs. 20/-	
3.	-do-	16 & above	Rs. 25/-	Rs. 30/-	
4.	Others		Rs. 25/-	Rs. 35/-	Others:+General Public (Rs.200/- per Month)

Sr. No.	Category	Existing Fee Full Course			Revised Fee Full Course				
		Name Of Course			Name Of Course				
		Computer	Beautician	Cooking	Short Course for 05-10 days	Computer	Beautician	Cooking	Short Course for 05-10 days
1.	Federal Govt. Employee	Rs. 300/-	Rs. 300/-	Rs. 300/-	Rs. 10/-	Rs. 1000/-	Rs. 500/-	Rs. 500/-	Rs. 50/-
2.	Others	Rs. 500/-	Rs. 500/-	Rs. 300/-	Rs. 10/-	Rs. 1500/-	Rs. 700/-	Rs. 700/-	Rs. 50/-

7. Receipts mechanism:

The charges will be paid in advance at the time of admission and shall be deposited in the government treasury in a week's time after admission. There shall be no provision for refund of charges once deposited in the government treasury.

8. Complaints:

Any complaint may either be brought into the personal notice of the Chief Welfare Officer/ Staff Welfare Officer of the concerned region in person with a copy to the Directorate or entered in the register kept in LIH for the purpose.

9. Amendment in the rules and revision of charges:

Staff Welfare Organization reserves the right to revise the charges and alter or amend the Rules from time to time.

10. These rules supersede all the previous rules notified/issued by Staff Welfare Organization for admission in the Ladies Industrial Home of Staff Welfare Organization.
11. This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide U.O. Fin. Div. (Exp-Wing)'s U.O.F.No.2(26)DS-Exp (Estab)/2017- 18/732/15 dated 14.01.2022.

No. SWD-15(164)/2020/I, M&E/

S.R.O. 266.In pursuance of the provisions of Fundamental rule 45, the following rules are made for allotment of accommodation in the Holiday Homes run by Staff Welfare Organization, Establishment Division in Pakistan:—

1. Short title and commencement:—

- (i) These rules may be called the “allotment of Accommodation in Holiday Homes Rules, 2020.
- (ii) These rules shall come into force at once.
- (iii) These rules are applicable on Holiday Homes located at Murree

(Punjab), Keenjhar Lake Thatta (Sindh), Sandspit (Karachi), Ziarat (Balochistan) or any other premises/ building to be designated as Holiday Homes or any new building to be constructed in any location in Pakistan by the Staff Welfare Organization.

2. Control and Management of Holiday Homes:

The Holiday Homes shall be under the overall control of the Staff Welfare Organization, Establishment Division and shall be managed by the officers so authorized by the organization.

3. Eligibility:

- (i) The holiday Homes are primarily meant for Federal Government Employees paid from the Civil Estimates provided they are NOT on official duty. Categories wise entitlement would be as under:—

Suit/ Room Category	Employee Category
‘A’ Category/ Family Suits	F.G Employees in BPS 20-22
‘B’ Category/ Family Suits	F.G Employees in BPS 16-19
‘C’ Category/ Family Suits	F.G Employees in BPS 01-15

- (ii) The retired Federal Government employees are also eligible subject to availability.
- (iii) The employees of autonomous and semi-autonomous bodies/ corporations/ Authority under administrative control of Federal Ministry/ Division/ Supreme Court/ High Courts/ provincial government may be accommodated subject to availability but at twice the rates chargeable from Federal Government employees.

4. Period of Allotment:

Accommodation in Holiday Homes shall be allotted to an eligible employee for a period not exceeding three days at a time and only once during the period from May to August of a year.

5. Charges:

- (i) Rent chargeable to the F.G Employees (including those retired from service) receiving salary from civil estimates will be as under:

S.No	Category	Rent
1.	'A' Category	Rs. 2,000/-
2.	'B' Category	Rs. 1,250/-
3.	'C' Category	Rs. 750/-

- (ii) The rent in case of employees of autonomous and semi-autonomous bodies/ corporations/ Authority under administrative control of Federal Ministry/ Division/ Supreme Court/ High Courts/ provincial government will be as under:

S.No	Category	Rent
1.	'A' Category	Rs. 4,000/-
2.	'B' Category	Rs. 2,500/-
3.	'C' Category	Rs. 1,500/-

- (iii) For the purpose of rent, a day shall be calculated from 1200 hours and the rent shall become payable if accommodation is occupied for any portion of a day.
- (iv) The charges will be paid in advance at the time of obtaining allotment slip

6. Allotment of Accommodation:

- (i) A written request on prescribed proforma shall be made to the concerned officer of Staff Welfare Organization.
- (ii) If the allotted accommodation is not occupied within twenty four hours from the time of reservation, the allotment shall be deemed to have been utilized and no refund shall be allowed.
- (iii) No refund shall be allowed in case of cancellation of allotment, or curtailment of period of allotment.
- (iv) At the time of occupying the accommodation, the allottee, hereinafter, shall enter his name, full address date and time of arrival and departure in the register kept for the purpose in the Holiday homes. He/ she may also record his/ her suggestions or complaints.
- (v) The allotment slip shall be issued by the Officer concerned, without producing that the occupation of the room shall not be permitted.

(vi) Not more than one suit/ room shall be reserved for one employee.

7. Business Hours:

- i) Business hours of the Holiday Homes shall be applicable to other Federal Government Offices. However, the authorized official will be available at the reception till 2100 hours each day irrespective of Holiday.
- ii) On Friday, there will be a break from 1230_1500 hours.

8. Room Service:

The room-bearers, farash and sweepers employed in the Holiday Homes shall be responsible for looking after the allottees within the premises of the Holiday homes only.

9. Loss, damage etc:

Any loss, damage or breakage caused by the allottee to the building, furniture, fittings or crockery etc. belonging to Holiday Homes shall be made good by him/ her .The Incharge of the Holiday Homes shall enter in the proper register the particulars of such loss, damage or breakage and shall recover the cost of such damage from allottee. A signed receipt showing details of damages and cost thereof shall be given to the allottee.

10. Decorum:

- (i) The allottee keep the premises, furniture and bedding in clean and tidy condition.
- (ii) The corridors and passage in the Holiday Homes shall not be used for storing luggage.
- (iii) Pet animals or birds shall not be allowed in the Holiday Homes.
- (iv) No electric appliances other than radio and iron shall be used by the allottee without the permission of the Holiday Homes' Management
- (v) Not more than 5 persons including children shall be allowed in one room. If however, the number of occupants exceeds 5, (upto

maximum of 10 persons) a sum of Rs. 100/- per head per day would be charged. In any case there will be bedding provision for only 5 persons.

11. Complaints:

Any complaint may either be brought to the personal notice of the Chief Welfare Officer/ Staff Welfare Officer in person or entered in the register kept in Holiday Homes for the purpose.

12. Violation of Rules:

- (i) Any violation of these Rules shall render the allottee liable to cancellation of his allotment and ejection from the Holiday Homes and be debarring him for further allotment for a period of 12 months.
- (ii) Disciplinary action under the Government Servants (Efficiency and Discipline) Rules, 1973 shall also be taken in addition to 12 (i) above may be recommended.
- (iii) Allotment is not transferable and if any allottee does not personally stay in the accommodation reserved for him and allows any other person to stay therein, the allotment shall be deemed to have been transferred. The matter shall be reported to his/ her employer and the allottee shall be debarred for further allotment for a period of 24 months.

13. Amendment in the rules:

Staff Welfare Organization reserves the right to alter or amend the Rules from time to time with the approval of Secretary, Establishment Division.

14. Receipts of Holiday Homes:

The receipts of Holiday Homes shall be deposited in bank and utilized by the Staff Welfare Organization on welfare projects, subject to the concurrence of Finance Division.

15. These rules supersede all the previous rules notified by Staff Welfare Organization for the use of Holiday Home, Murree and Picnic Hut

(Sandspit), Karachi.

- 16 This issues with the approval of Establishment Division vide their U.O. No. 3/30/2017-Admn-III dated 02.10.2020 and Concurrence of Finance Division Vide Fin. Div. (Exp-Wing)'s U.O. F.No .2(26) DS-Exp(Estab)/2017-18/732/15 dated 14.01.2022.

No. SWD-15(164)/2020/1,M&E/

SHAHID ALI KHAN,
DIRECTO (ADMIN & FINANCE).