

**THE**  
**CALENDAR**  
**OF THE**  
**UNIVERSITY OF BALUCHISTAN**  
**FOR THE YEAR**  
**1980**



**QUETTA**

## University Coat of Arms



### Description:-

An outline map of the province of Baluchistan with the Book of Knowledge in the centre and the Candle Flame represents the light of knowledge, pin-pointed at Quetta, the seat of the University. The circle surrounding the map contains the name of the University both in English and Urdu. The Flapper beneath the circle contains the saying of the Holy Prophet, in Arabic *ابحثوا العلم من المهد الى اللحد* which means "SEEK KNOWLEDGE FROM THE CRADLE TO THE GRAVE"

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## CONTENTS

University Coat of Arms.	1
Administrative Staff of the University.	3
Academic Staff of the University.	5

### P A R T - I

#### ( UNIVERSITY ORDINANCE )

The University of Baluchistan Ordinance No. XI of 1970.	13
The University of Baluchistan (Amendment) Ordinance, No. XI of 1971.	55

### P A R T - I I

#### ( ADDITIONAL STATUTES AND UNIVERSITY ORDINANCE )

Provisional Fund Statutes.	59
The University Ordinance entitled as "The University of Baluchistan Employees" ( Other than Officers and Teachers ) ( Pay Revision ) Rules, 1972.	73
The University Ordinance entitled as "The University of Baluchistan Non-Teaching Officers" ( Pay Revision ) Rules, 1975.	87
The University Ordinance entitled as "The University of Baluchistan Quetta Teachers National Pay Scales ( Pay Revision ) Rules 1975.	101
The University of Baluchistan Employees Service Rules, 1978.	117
The University of Baluchistan Employees ( Efficiency and Discipline ) Rules 1978.	142



P A R T . I I I .

( RULES & REGULATIONS )

12. The University of Baluchistan Travelling Allowance Rules.
13. The University of Baluchistan Leave Rules.
14. The University of Baluchistan Group Insurance Rules, 1973.
15. The University of Baluchistan Employees Benevolent Fund.
16. The University of Baluchistan Rules regarding the grant of Advances to the University Employees for construction/Purchase/Major repair of houses.
17. The University of Baluchistan Rules of Admission 18, Rules & Regulations of the Hostel.
19. University of Baluchistan Quetta Library Rules.
20. Procedure for the grant of concession in Tuition Fee.
21. Regulations regarding Registration of Students.
22. The Revised University of Baluchistan ( Grade 1-15 ) Employees pay Revision Rules 1977.
23. Admissibility of Allowances and other Fringe Benefits consequent upon the Revision of National Pay Scales 1977. ( Grade 1-15 )
24. The Revised University of Baluchistan ( Grade 16-22 ) Employees. (Pay Revision) Rules 1977.
25. Admissibility of Allowances and other Fringe Benefits consequent upon the Revision of National Pay Scales 1977 ( Grade 16-22 ).
26. Baluchistan University Scholarship Fund Regulations, 1979.

8

Administrative Staff of the University

S. No.	NAME	DESIGNATION
1.	Agha Akbar Shah.	Vice Chancellor.
2.	Mr. S.R. Poonegar.	Treasurer (Honorary).
3.	Prof: Mohammad Anwar Khetran.	Registrar.
4.	Mr. Mohammad Khan Bugti.	Controllor of Exams.
5.	Amir Mohammad Khan.	Dy: Registrar (Academic)
6.	Illahi Bukhsh Bhangar.	Dy: Controllor of Exams:
7.	Abdul Kabir Khan Bazai.	Dy: Registrar (Admn).
8.	Mazhar Ali Naqvi.	Auditor.
9.	Hassan Khan.	Planning & Publications Officer.
10.	Ghulam Usman Babai.	Engineer..
11.	Mohammad Ayub Durrani.	Dy: Controllor of Exams (Secrecy)
12.	Himayat Ullah.	Accounts Officer,
13.	Ghulam Hussain.	Asstt: Controllor of Exams. (Certificate)
14.	M. A. Kazmi.	Librarian.
15.	S. Qasim Hassan Razvi.	Purchase Officer.
16.	Ghulam Nabi.	Officer Incharge Semester Cell.
17.	Qutubuddin	Assistant Registrar (Acad).

3



18. Mr. Bashir Ahmed Khatak. Assistant Registrar (Estt).
19. " Ghulam Mustafa Zehri. Transport Officer.
20. " Mohammad Shakir. Public Relations Officer.
21. " Mohammad Jan. Sports Officer.
22. " Mir Hassan Jamali. Assistant Librarian.
23. " Ghulam Qadir Lashari. Assistant Controller of Examinations (Conduct).
24. " Abdul Baqi Panezai. Secretary to Vice Chancellor.
25. " Ghulam Murtaza Brohi. Assistant Librarian.
26. " Mohammad Hanif. Superintendent (Law College)
27. " Saeed Mohammad Khan. Superintendent (Exams).
28. " Khudai Dad Khan. Superintendent (Exams).
29. " Khair Mohammad. Superintendent (Exams).
30. " Abdur Rahim. Superintendent (Accounts).
31. " Gul Tareen. Superintendent (Estt).
32. " Zain Uddin. Superintendent (Accounts).
33. " Nazar Mohammad Panezai. Superintendent (Audit).
34. " Abdul Wassey Abid. Head Cashier.
35. " Ihsan-ul-Haq. Superintendent (Academic).
36. " Sultan Mohammad. Superintendent (Academic).

## Academic Staff of the University

### Botany Department

1. Dr. Saeed Iqbal Zaffar. Associate Professor & Head of the Department.  
M.Sc (Punjab)  
Ph. D (Alberta Edmonton)
2. Miss Fatima Sultan Mehdi. Assistant Professor.  
M. Sc (Karachi),  
M. Phil (London).

### Chemistry Department

1. Dr. S. A. K. Lodhi. Professor and Head of the Department.  
M. Sc (Sind), C.P.G.S.  
(U.K.) Ph. D (Sheffield).
2. Dr. Naeem M. Hassan. Assistant Professor.  
M.Sc (Sind),  
Ph. D. (Edinburgh).
3. Dr. M. H. Qadir. Assistant Professor.  
M.Sc (Agra)  
Ph. D (Birmingham)
4. Dr. H. A. Khan. Assistant Professor.  
M.Sc (Karachi)  
Ph. D (Durham).
5. Dr. Syed Altaf Hussain. Assistant Professor.  
B.Sc (Hons), M.Sc (Sind),  
Ph. D (London).
6. Dr. Mohammad Ayaz Malighani. Assistant Professor.  
B.Sc (Baluchistan)  
Ph. D (Aston).
7. Mr. Iqbal Bhanger. Lecturer.  
M.Sc (Sind).
8. Dr. Abbas Haider Khan. Lecturer.  
M.Sc (Punjab)  
Ph. D (Hull).

9. Mr. Sher Akbar.  
M.Sc. (Punjab).  
Lecturer (On study leave)
10. Mr. Muzafer Khan,  
M.Sc. (Baluchistan).  
Lecturer.
11. Miss Azmat Rana,  
M.Sc. (Baluchistan).  
Lecturer (On study leave)

### Commerce Department

1. Mr. Israr Ahmed,  
M. Com (Karachi)  
Associate Professor and  
Head of the Department.
2. Mr. Abdul Sattar Niazi,  
M. Com (Punjab).  
Lecturer.
3. Miss Qamar Jehan,  
M.A. Economics (Sind).  
Lecturer.

### Education Department

1. Dr. Anwar Khalil Khan  
M.A. (Beirut), Ph. D  
(Michigan)  
Associate Professor and  
Head of the Department.
2. Dr. Tanwir Jehan Gorgani  
M.A, Ph. D (Ohio State  
Univ: U.S.A.)  
Associate Professor.
3. Dr. Iftikhar Uddin Khwaja.  
Ed. D (Virginia).  
Assistant Professor.
4. Miss Alia Athar  
B. Ed (Lohore) M. Sc.  
(Punjab)  
Lecturer.
5. Mr. Mohammad Naseem.  
M. Ed (Punjab).  
Lecturer (On study leave).
6. Mr. Abdul Sattar Mujahid.  
M. Ed (punjab).  
Lecturer.

7. Mr. Ijaz Ahmed.  
M. Ed (Punjab).  
Lecturer.
8. Miss Shahnaz Akhtar.  
M. Ed (Baluchistan).  
Lecturer.
9. Miss Nasreen Sultana.  
M. Ed (Baluchistan).  
Lecturer.
10. Mr. Mohammad Sarwar.  
M. Ed (Punjab).  
Lecturer.
11. S. Naeem-ul-Haq Shahid.  
M. Ed (Philos) Karachi.  
Lecturer.

### English Department

1. Mr. Waris Iqbal Syed.  
M.A. (Sind) M.A. (Liver-  
pool) U.K.  
Associate Professor and  
Head of the Department.
2. S.M. Abdul Rauf.  
M.A (Raj Shahi).  
Assistant Professor.
3. Mrs. Anjum Riaz-ul-Haq.  
M.A. (Punjab).  
Assistant Professor.  
(On study leave).
4. Miss Durdana Raqeeb.  
M.A. (Baluchistan).  
Lecturer.
5. Miss Fatima Sultan Mengil.  
M.A. (Baluchistan).  
Lecturer. (on study leave).
6. Mr. Abdullah Khan.  
M.A. (Karachi).  
Lecturer.

### Economics Department

1. Mr. Shukrullah Khan.  
M.A. (Karachi) M. Sc.  
(Wisconsin).  
Professor and Head of the  
Department.

2. Mr. Bahadur Khan.  
M.A. (Punjab).  
M.A. (Osaka) Japan.  
Assistant Professor.
3. Mr. Munir Ahmed.  
M.A. (Sind).  
Asstant Professor.
4. Mr. Mohammad Jamil.  
M.A. (Baluchistan).  
Lecturer.
5. Mr. Mohammad Shaiq.  
M.A. (Karachi).  
Lecturer.
6. S. Monammad Arif.  
M.A. (Baluchistan).  
Lecturer.

### Geogly Department

1. Dr. Nasir Ali. Durrani.  
M.Sc. (Stockholm)  
Ph.D. (Stockholm)  
Associate Professor & Head  
of the Department.
2. Mr. Shamim Ahmed Siddiqui. Assistant Professor.  
M.Sc. (Karachi).
3. Mr. Abdul Haq Khan.  
M.Sc. (Baluchistan).  
Lecturer (On study leave).
4. Mr. Ghulam Nabi.  
M.Sc. (Baluchistan).  
Lecturer.
5. Mr. Ali Rashid Tabrez.  
M.Sc. (Karachi).  
Lecturer.
6. Mr. M. Niamatullah,  
M.Sc. (Baluchistan).  
Lecturer.
7. Mr. Akhtar Mohammad,  
M.Sc. (Baluchistan).  
Lecturer.
8. Mr. Mohammad Akram,  
M.Sc. (Peshawar).  
Lecturer.

### Islamic Studies

1. Mr. Shabir Ahmed,  
M.A. (Karachi).  
Lecturer.

### Law College

1. Mr. Mohammad Khan Raisani,  
M.A. (Punjab) LL.B. (Karachi)  
Principal.
2. Mr. Fagir Masih,  
LL.B. (Baluchistan)  
Lecturer.
3. Mr. Bakhat Zaman,  
LL.B. (Baluchistan).  
Lecturer.

### Mathematics

1. Mr. Mohammad Shafi,  
M.A. (Punjab) M. Phil  
(Edinburgh)  
Associate Professor.
2. Mr. Mohammad Saeed Akhtar. Assistant Professor.  
M.Sc (Punjab) M. Phil  
(Islamabad).
3. Mr. Imdad Hussain,  
M.Sc (Punjab).  
Lecturer, (On study leave).
4. Mr. Umer Farooq.  
M.Sc (Punjab).  
Lecturer. (On study leave).
5. Mr. Mohammad Sailani,  
M.Sc (D.I.Khan).  
Lecturer.
6. Mr. Abdul Baseer,  
M.Sc (Peshawar).  
Lecturer.

### Physics Department

1. Dr. S.B. Hasan Abidi,  
M.Sc (Alig) Ph.D.  
(Sheffield).  
Professor and Head of the  
Department.
2. Mr. Khalil Ullah Siddiqui,  
M.Sc (Alig).  
Assistant Professor.



3. Dr. Khurshid Athar Siddiqui, M.Sc. (Karachi) Ph.D (Nottingham). Assistant Professor.
  4. Mr. Akhlaque Ahmed, M.Sc. (Karachi) M.Sc. (Leeds). Assistant Professor.
  5. Mr. Javeed Ashraf, M.Sc. (Punjab). Lecturer, (On study leave).
  6. Mr. Ashfaqe Ahmed, M.Sc. (Baluchistan). Lecturer (On study leave).
  7. Mr. Javeed Hussain, M.Sc. (Punjab). Lecturer. (On study leave).
  8. Mr. Ahsan Enwar, M.Sc. (Baluchistan). Lecturer (On study leave).
  9. Mr. Sabir Hussain Usmani, M.Sc. (Punjab). Lecturer (On study leave).
  10. Mr. Mohsin Raza, M.Sc. (Baluchistan), M.Sc. (London) D.I.C. Lecturer (On study leave).
  11. Mr. Mohammad Shaheen, M.Sc. (Baluchistan). Lecturer.
  12. Mr. Naeem Farooqui, M.Sc. (Baluchistan). Lecturer.
  13. Mr. Fajir Mian, M.Sc. (Baluchistan). Lecturer.
- Political Science Department**  
Assistant Professor and Head of the Department.
1. Mahmood Ali Shah, M.A. (Karachi) LL.B. (Karachi). Assistant Professor. (On study leave).
  2. Mr. Salahuddin, M.A. (Karachi) LL.B. (Karachi).

3. Mr. Aziz Mohammad Bugti, M.A. (Baluchistan). Lecturer.
4. Mrs. Mah Talat Nasim, M.A (Peshawar). Lecturer.

### Sociology Department

1. Dr. M.S. Baqai, M.A. (Punjab), Ph.D (Karachi). Associate Professor and Head of the Department.
2. Mr. Ghulam Nabi Achackzai, M.A. (Karachi). Associate Professor.
3. Mr. Abdul Rehman Brohi, M.A. (Karachi). Lecturer.
4. Mr. Saif-ur-Rehman Sheerani, M.A. (Punjab). Lecturer.
5. Mr. Mohammad Afzal Kasi, M.A. (Punjab). Lecturer.
6. Mrs. Mah Gul, M.A. (Baluchistan). Lecturer.

### Social Work

1. Mr. Maqsood H. Rizvi, M.A. (Dacca). Associate Professor and Head of the Department.
2. Mr. Ghiasuddin Siddiqui, M.A. (Karachi). Lecturer.
3. Miss. Hussan Ara Shafi, M.A. (Karachi). Lecturer.
4. Mr. Atiq Hassan, M.A. (Sind). Lecturer.

**THE UNIVERSITY OF BALUCHISTAN**  
**ORDINANCE No. 1 OF 1970**

**AN ORDINANCE**

*To establish the University of Baluchistan*

**Preamble.**

WHEREAS it is expedient to establish the University of Baluchistan for the purpose of promoting the advancement and dissemination of knowledge in the Province of Baluchistan;

NOW, THEREFORE, in exercise of the powers conferred on him under Article 79 of the Constitution of the Islamic Republic of Pakistan, 1962, as adopted by Provisional Constitution Order, 1969, and in exercise of all powers enabling him in that behalf, the Governor of Baluchistan is pleased to make and promulgate the following Ordinance:-

**CHAPTER I**  
**PRELIMINARY**

**Short title and commencement**

1. (1) This Ordinance may be called the University of Baluchistan Ordinance No. 1 of 1970.

(2) It shall come into force at once.

**Definitions.**

2. (1) In this Ordinance and in all the Statutes, the Regulations and the Rules made hereunder, unless there is any thing repugnant in the subject or context.

(a) "Academic Council" means the Academic Council of the University;

**Statistics Department**

1. Dr. Josef Effenbein.  
M.A. (Princeton).  
M.Phil (London)  
Ph. D (Princeton).  
Fellow of Churchill  
College, Cambridge.  
Professor and Head of the  
Department.

2. Mr. Mohammad Younis Ali.  
M.Sc. (Faisalabad).  
Lecturer.

3. Mr. Mohammad Sajjad,  
M.Sc. (Karachi).  
Lecturer.

**Urdu Department**

1. Syed Mujtaba Hussain.  
M.A. (Allahabad).  
Professor and Head of the  
Department.

2. Mr. Abdul Khaliq Baluch.  
M.A. (Baluchistan).  
Assistant Professor.

3. Mr. Shamim Ahmed.  
M.A. (Dacca).  
Assistant Professor.

4. Mr. Abdul Fateh Sarmad.  
M.A. (Dacca).  
Assistant Professor.

5. Mr. Farooq Ahmed.  
M.A. (Baluchistan).  
Lecturer.

6. Mrs. Firdus Anwar.  
M.A. (Karachi).  
Lecturer.

**Zoology Department**

1. Dr. Magsood Ali.  
M.Sc. (Karachi).  
Ph. D (Houston, U. S.A.).  
Associate Professor and Head  
of the Department.

2. Mr. Afsar Mir.  
M. Sc. (Punjab).  
Assistant Professor.



- (b) "Affiliated college" means an Intermediate college or a Degree College affiliated to the University;
- (c) "Authority" means any of the Authorities of the University specified in Section 19;
- (d) "College" means a constituent college or an affiliated college or a college admitted to the privileges of the University;
- (e) "Constituent College" means a college, maintained and administered by the University;
- (f) "Educational Institution" means a college, school or an institute;
- (g) "Faculty" means a Faculty of the University;
- (h) "Government" means the Government of Baluchistan;
- (i) "Governor" means the Governor of Baluchistan;
- (j) "Headmaster" means the Head of a School;
- (k) "Intermediate College" means an educational institution affiliated to the University for imparting intermediate education;
- (l) "Intermediate education" means education pertaining to Class XI and Class XII and such other classes whether of technical, professional and vocational education, as may be declared by Regulations to be the classes of Intermediate education;
- (m) "Institute" means an educational institution imparting instruction in sub-professional subject at post secondary level.
- (n) "Prescribed" means prescribed by Statutes, Regulations or Rules;
- (o) "Principal" means the head of college;

(p) "Professional College" means a college in which instruction is provided for courses of study leading to a University degree in a profession or a subject which may be prescribed by Regulations to be a professional subject;

(q) "Registered Graduate" means :-

- (i) a graduate of the University of Baluchistan whose name is entered in the register maintained for this purpose;
- (ii) a graduate of any other University, who ordinarily resides within the territorial jurisdiction of the University of Baluchistan and who has got his name entered in the register maintained by the University for this purpose;

(r) "School" means an educational institution recognised by the University for imparting secondary education;

(s) "Secondary Education" means education pertaining to class IX and class X and such other classes whether of technical, professional or vocational education as may be declared by Regulations to be the classes of Secondary Education;

(t) "Statutes" "Regulations" and "Rules" means respectively the Statutes, the Regulations and the Rules made or deemed to have been made under this Ordinance and for the time being in force and

(u) "Syndicate" means the Syndicate of the University;

(v) "Teachers" include Professors, Associate Professors, Assistant Professors and Lecturers of the University, Teaching Departments, the University Institutes and the constituent colleges, the teachers of affiliated colleges and recognised schools and staff;



other persons as may be declared Teachers by Regulations ;

(w) "Teaching Department" means a Teaching Department maintained and administered or recognized by the University ;

(x) "University" means the University of Baluchistan as constituted under this Ordinance ;

(y) "University Teachers" means a Teacher appointed or recognised as such by the University.

## CHAPTER II THE UNIVERSITY

### *Incorporation.*

3. (1) There shall be constituted and established a University at Quetta in accordance with the provisions of this Ordinance.

(2) The University shall consist of the Chancellor, the Vice-Chancellor and members of the Syndicate and the Academic Council, who shall be called Fellows of the University.

(3) The University shall be a body corporate by the name of the University of Baluchistan and shall have perpetual succession and a Common Seal, and may sue and be sued by the said name.

(4) The University shall be competent to acquire and hold property, both movable and immovable, and to lease, sell or otherwise transfer any movable and immovable property which may have become vested in or been acquired by it.

### *Powers of the University*

4. The University shall have the powers :

(i) To provide for instruction in such branches of learning as the University may think fit, and to make provisions for research and advancement and dissemination of knowledge.

(ii) To hold examinations, confer degrees, diplomas, certificates, licences, titles, and marks of honour on persons who.

(a) Have pursued a course of study in the University or an educational institution and have passed the examinations of the University under prescribed conditions ; or

(b) Are admitted under prescribed conditions to the examinations of the University and have passed the examinations.

(iii) To confer degrees and other academic distinctions on persons who have carried on Independent research under prescribed conditions ;

(iv) To confer honorary degrees or other academic distinctions on persons approved in the prescribed manner ;

(v) To admit colleges, institutes or schools to the privileges of the University under prescribed conditions ;

(vi) To inspect Colleges and Schools ;

(vii) To co-operate with other Universities and authorities in such manner and for such purposes as the University may determine ;

(viii) To institute Professorships, Readerships, Lecturerships and any other teaching or administrative posts

required by the University and to appoint persons to such posts ;

- (ix) To recognize persons as Teachers of the University and Colleges/Schools ;
  - (x) To institute and award Fellowships, Scholarships, Exhibitions, Bursaries, Medals and other awards in accordance with prescribed conditions ;
  - (xi) To establish Teaching Departments, College, Institutes and Halls, and to make such arrangements for their maintenance, management and administration as it may determine ;
  - (xii) To demand and to receive such fees and other charges as may be prescribed ;
  - (xiii) To supervise and control the residence, extra-curricular activities and discipline of students of the University and affiliated colleges and schools, to make arrangements for promoting their health and general welfare ; and to ensure that undesirable persons do not take advantage of or otherwise exploit any association of students for extra-curricular or other activities ;
  - (xiv) To frame rules for taking disciplinary action, including the imposition of penalties of rustication and expulsion, in relation to students of the University or of the educational institutions affiliated to it ;
  - (xv) To receive grants, bequests, trusts, gifts, donations, endowments and other contributions, made to the University for specific purposes ;
  - (xvi) To do such other acts and things whether incidental to the powers aforesaid or not, as may be requisite in order to.
- (a) Further the objects of the University as an

examining, teaching and research body especially regarding dissemination and advancement of knowledge, and

- (b) Cultivate and promote Arts, Sciences and other branches of learning ;

#### *Jurisdiction of the University.*

5. (1) The University shall exercise the powers conferred on it by or under this Ordinance within the territorial limits of the Province of Baluchistan and in respect of the educational institutions located therein over which the University of Punjab and the Boards of Intermediate and Secondary Education, Quetta, Karachi, Hyderabad and Pakistan Board of Technical Education, Lahore, had jurisdiction immediately before this Ordinance came into force ;

Provided that the Government may, in consultation with the University, by general or special order, modify the extent and scope of the aforesaid powers of the University with regard to such territorial limits or educational institutions ;

(2) As from the date of commencement of this Ordinance, the University of the Punjab and the Boards of Intermediate and Secondary Education, Quetta, Karachi, Hyderabad and Pakistan Board of Technical Education, Lahore, shall cease to exercise any powers within the Province of Baluchistan and in respect of the educational institutions located therein ;

Provided that Government may, by notification in the official Gazette, authorise the University of the Punjab and the Boards of Intermediate and Secondary Education Quetta, Karachi, Hyderabad and Pakistan Board of Technical Education, Lahore, to exercise the power of the University under this Ordinance for a period not exceeding six months from the date of commencement of this Ordinance in respect



of such matters as may be specified in the said notification.

No Educational institution situated within the territorial limits of the University, shall, save with the consent of the University and the sanction of Government be associated in any way with, or seek admission to any privileges of any other University established by law.

Any educational institution situated anywhere outside the territorial limits of the University, may, with the sanction of Government, apply to the University for being admitted to the privileges of the University and such institution may, subject to such conditions and restrictions as the University and Government think fit to impose, be admitted to the privileges of the University.

*University open to all classes and creeds.*

6. No person shall be excluded from membership of any of the Authorities of the University, or from admission to any degree or course of study on the sole ground of sex, race, creed or class; and it shall not be lawful for the University to adopt or impose on any person any test whatsoever relating to religious belief or profession in order to entitle him to be admitted therein as a Teacher or student or to hold any office therein or to graduate there at, or to enjoy or exercise any privileges thereof except where in respect of any particular benefaction accepted by the University such test is made a condition thereof.

*Passing of property and rights to the Baluchistan University as constituted and established.*

7. All properties, rights and interests of whatever kind, used, enjoyed, possessed or owned by, vested in, or held in trust by or for the Board of Intermediate and Secondary Education, Quetta as constituted under the Pakistan Board of Intermediate and Secondary Education (Quetta)

Ordinance 1969, and all liabilities legally subsisting against the said Board shall pass to the University constituted and established under this Ordinance.

### CHAPTER III

#### OFFICERS OF THE UNIVERSITY

*Officers of the University.*

8. The following shall be the officers of the University:-

- (i) The Chancellor;
- (ii) The Vice-Chancellor;
- (iii) The Registrar;
- (iv) The Treasurer;
- (v) The Controller of Examinations; and
- (vi) Such other officers as may be prescribed.

*The Chancellor.*

9. (1) The Governor of Baluchistan shall be the Chancellor of the University.

(2) The Chancellor shall when present, preside at the Convocation of the University.

(3) The Chancellor may remove any person from the membership of any Authority if such person.

- (i) Has become of unsound mind; or
- (ii) Has been incapacitated to function as member of such Authority; or

(iii) Has been convicted by a court of law of an offence involving moral turpitude.

10. (1) The Chancellor may cause an inspection or inquiry to be made in respect of any matter connected with the University, and shall from time to time, appoint such person or persons as he may deem fit, for the purposes of carrying out inspections of.



- (i) The University, its buildings, laboratories, libraries, museums, workshops and equipment;
- (ii) Any institution, College or hostel maintained or recognised by, or affiliated to the University;
- (iii) The teaching and other work conducted by the University; and

(iv) The conduct of examination held by the University. The Chancellor shall in every such case as aforesaid give notice to the Syndicate of his intention to cause an inspection or inquiry to be made and the Syndicate shall be entitled to be represented there at.

(2) The Chancellor shall communicate to the Syndicate his views with regard to the results of such inspection or inquiry and shall, after ascertaining the views thereon of the Syndicate, advise, the Syndicate on the action to be taken.

(3) The Syndicate shall communicate to the Chancellor such action, if any, as has been taken or may be proposed to be taken upto the results of the inspection or inquiry. Such communication shall be submitted to the Chancellor within such time as may be specified by the Chancellor.

(4) Where the Syndicate does not, within a reasonable time take action to the satisfaction of the Chancellor, the Chancellor may, after considering any explanation furnished or representation made by the Syndicate, issue such directions as he thinks fit; and the Vice-Chancellor shall comply with such directions.

(5) If the Chancellor is satisfied that any proceeding of any Authority is not in conformity with this Ordinance, the Statutes or the University Ordinance, he may, without prejudice to the foregoing provisions of this section, by order in writing, annual proceedings;

Provided that before making any such order he shall through the Vice-Chancellor, call upon the said Authority to show cause why such an order should not be made.

(6) The Chancellor shall have the powers to assent to the University Ordinance, submitted by the Syndicate for re-consideration.

(7) Every proposal to confer an honorary degree shall be subject to confirmation by the Chancellor.

*The Vice-Chancellor:*

11. (1) The Vice-Chancellor shall be appointed by the Chancellor on such terms and conditions as may be determined by the Chancellor.

(2) The Vice-Chancellor shall hold office for four years from the date of the notification of the appointment and on the expiry of his term of office shall be eligible for re-appointment.

Provided that the Chancellor may at any time, review the work of the Vice-Chancellor and if on such review he is satisfied that in the interest of the University or for any other sufficient cause, it is necessary to do, he may, after giving the Vice-Chancellor an opportunity of showing cause against the proposed action, reduce the term of office of the Vice-Chancellor to such period as he may determine.

Further provided that the Chancellor may appoint the first Vice-Chancellor of the Baluchistan University for a period less than four years as he may determine.

(3) When the office of Vice-Chancellor is vacant temporarily or otherwise by reason of leave, illness or other causes, the Chancellor shall make such arrangements for carrying on the duties of the office of Vice-Chancellor as he may think fit.

*Powers of the Vice-Chancellor.*

12. (1) The Vice-Chancellor shall be the principal executive and academic officer of the University, and shall, if present, preside at the meetings of the Syndicate, Academic Council, Selection Board, Committee for Advanced Studies and Research, and Planning and Development Committee. In the absence of the Vice-Chancellor, a member of the Authority concerned, chosen by a majority of the members present from among themselves will preside. In the absence of the Chancellor the Vice-Chancellor shall Preside at the Convocation of University. He shall be entitled to attend and preside at any meeting of any Authority or other body or committee of the University.

(2) The Vice-Chancellor shall ensure the provisions of this Ordinance, Statutes and University Ordinances are faithfully observed and carried out, shall exercise all powers necessary for this purpose.

(3) In an emergency arising out of the business of the University and requiring, in the opinion of the Vice-Chancellor, immediate action, the Vice-Chancellor, may take such action as he may deem necessary, and shall report the action so taken to the Authority concerned as early as possible.

(4) The Vice-Chancellor shall have the right to visit Colleges and other Institutions affiliated to the University.

(5) The Vice-Chancellor shall

(i) Have the power to appoint, punish or dismiss the employees of the University in accordance with Statutes and University Ordinance ;

(ii) Have the power to appoint, punish or discontinue and fill temporary posts for a period not exceeding six months and;

(iii) Exercise such other powers as may be prescribed.

(6) The Vice-Chancellor may, subject to such conditions as may be prescribed, delegate any of his powers to such officers and employees of the University as he may deem fit.

*Other Officers.*

13. Subject to the provisions of this ordinance, the powers and duties of other officers of the University shall be such as may be prescribed.

CHAPTER IV  
AUTHORITIES OF THE UNIVERSITY

*Authorities.*

14. The following shall be the Authorities of the University:-

- (i) The Syndicate;
- (ii) The Academic Council;
- (iii) The Board of Studies;
- (iv) The Selection Board;
- (v) The Committee for Advanced Studies and Research;
- (vi) The Finance Committee;
- (vii) The Planning and Development Committee;
- (viii) School Board;
- (ix) Such other Authorities as may be provided for in the Statutes.

*The Syndicate*

15. The Syndicate shall consist of the following members, namely :-



- (i) The Vice-Chancellor (Chairman);
- (ii) The Education Secretary, Government of Baluchistan;
- (iii) The Director of Education Baluchistan;
- (iv) Two Headmaster/Headmistress to be nominated by the Chancellor;
- (v) Two University Professor to be appointed by the Chancellor;
- (vi) Three Principals of Colleges other than Professional College to be appointed by the Chancellor;
- (vii) One Principal of a Professional College or an institute to be appointed by the Chancellor;
- (viii) One Member from among the registered graduates of the University to be appointed by the Chancellor; and
- (ix) Seven other members to be appointed by the Chancellor.

*Powers and duties of the Syndicate.*

16. (1) Subject to the other provisions of this Ordinance, and the powers conferred on the Chancellor and the Vice-Chancellor, the Syndicate shall have the general management of and superintendence over the affairs, concerns and property of the University, and shall exercise the superintendence in accordance with this Ordinance, the Statutes and the University Ordinance,

(2) Without prejudice to the generality of the foregoing powers, the Syndicate shall.

- (i) Prescribe the form the common seal of the University, the authority in whose custody, it shall be kept and the manner in which it shall be used;

(ii) Hold, control and administer the property and fund of the University including the funds for specific purposes, and make contracts on behalf of the University;

(iii) Have the power, subject to the Statutes, to transfer and accept transfer of any movable or immovable property on behalf of the University;

(iv) Manage and regulate the finances accounts and investments of the University;

(v) Have the power to invest any moneys belonging to the University, including any unapplied income in any of the securities described in section 20 of the Trusts Act, 1882, or in the purchase of immovable property in Pakistan with the like power of varying such investments or to place in fixed deposits in any approved Bank any portion of such moneys not required for immediate expenditure;

(vi) Consider and pass the budget of the University;

(vii) Subject to the provisions of this Ordinance and under conditions which may be prescribed by Statutes, admit Colleges, Schools and Institutes to privileges of the University;

(viii) Arrange for and direct the inspection of Colleges and Teaching Departments, Schools and Institutes;

(ix) Have the power to institute such teaching to administrative posts as it may consider necessary;

(x) Have the power to abolish or suspend any existing teaching or administrative post in the University;

(xi) Subject to the other provisions of this Ordinance, the Statutes and the University Ordinances made there-under, appoint.

- (a) The officers other than Teachers, on the recommendation of the Vice Chancellor, and,
- (b) University Teachers on the recommendation of the Selection Boards concerned and shall determine their duties and conditions of appointment.
- (xii) Prepare the Statutes for submission to Government for assent.
- (xiii) Frame University Ordinances for submission to the Chancellor for assent.
- (xiv) Pass Regulation.
- (xv) Have the power to confer and grant degrees, diplomas and Certificates.
- (xvi) Subject to the other provisions of this Ordinance regulate, determine, and administer all matters concerning the University, and to this end, exercise all other powers not specially mentioned in this Ordinance, or the Statutes or the University Ordinance; and
- (xvii) Have the power to delegate any of its powers to an officer or Authority or Committee or Sub-Committee of the University appointed for specific purpose.

*Term of Office of members of Syndicate and quorum.*

17. The term of office of members of the Syndicate other than ex-officio members and the quorum for meetings of the Syndicate shall be prescribed by the Statutes.

18. The Academic Council shall consist of the following namely :-

- (i) The Vice-Chancellor, (Chairman)
- (ii) The Education Secretary, Government of Baluchistan

- (iii) The Director of Education, Baluchistan;
- (iv) The University Professors;
- (v) The Heads of University Teaching Departments;
- (vi) The Principals of constituent Colleges;
- (vii) The Principals of Professional colleges but where there are more than one Professional colleges in a particular subject, the Chancellor shall nominate one Principal of such College.
- (viii) Seven Principals of affiliated colleges of whom one shall be woman.
- (ix) One Principal of Professional college or an insititue.
- (x) Six Headmasters of whom two should be women;
- (xi) Ten other members to be appointed by the Chancellor.

*Powers and duties of the Academic Council.*

19. (1) The Academic Council shall, subject to the other provisions of this Ordinance and the Statutes, have power to make regulations prescribing the courses of study and curricula, and laying down proper standards of instructions research and examinations.

(2) Without prejudice to the generality of the foregoing powers, the Academic Council shall have the power:

- (i) To advise the Syndicate on all academic matters;
- (ii) To make Regulations for the proper conduct of teaching, research and examination, and for promoting academic life in the University and the Colleges.
- (iii) To lay down conditions under which students may be given admission to University courses and University Examinations.



- (iv) To propose to the Syndicate schemes for the constitution of University Department and Boards of Studies;
- (v) To deal with University teaching and to make proposals for the planning and development of teaching and research in the University;
- (vi) To prescribe, subject to the approval of the Syndicate and upon the recommendations of the Boards of Studies, the courses of the reading, the syllabi and the outlines of tests for all the examinations; provided that in the absence of the recommendations by the first week of April, the Academic Council may, subject to the approval of the Syndicate, continue for the next year the courses of studies already prescribed for an examination;
- (vii) To recognise the examinations of other universities or Boards as equivalent to the corresponding examination of the University;
- (viii) To frame University Ordinances regarding the use of the University library; and
- (ix) To propose Regulations to the Syndicate for the award of Studentships, Scholarship, Exhibitions, Medals and prizes.

*Term of office of members of Academic Council and quorum*  
 20. Term of office of the members of the Academic Council, other than ex-officio members, and the quorum for the meetings of the Academic Council shall be as prescribed by the Statutes.

*Constitution, Powers and duties of the Authorities.*

21. Subject to the provisions of this Ordinance, the constitution powers and duties of the Boards of Studies; Selection Board, School Board Committee for advanced Studies and

Research, Finance Committee, Planning and Development Committee and other Authorities shall be such as may be prescribed by the Statutes.

## CHAPTER V STATUTES AND UNIVERSITY ORDINANCE

### *Statutes.*

22. Subject to the provisions of this Ordinance the Statutes may provide for all or any of the following matters, namely:
- (a) Constitution, powers and duties of the Authorities;
  - (b) Conditions and procedure for the affiliation and disaffiliation of Colleges and Institute and recognition of withdrawal of recognition of School;
  - (c) The constitution of pension and Provident Fund for the benefit of the employees of the University;
  - (d) General schemes of studies including the duration of courses and total number of subjects for examinations, but not the detailed syllabi therefore;
  - (e) The medium of instruction and examination;
  - (f) Audit of the accounts of the University;
  - (g) Such other matters as may be prescribed by the Statutes.

### *Framing of Statutes*

23. Statutes may be made in the following manner:
- (a) The Syndicate may frame a Statute on any subject mentioned in section 22.
  - (b) When such Statutes has been passed by the Syndicate it shall be submitted to the Government for assent.

- (c) Government may assent to such Statute or withhold assent or refer it back to the Syndicate for reconsideration.
- (d) The Statute passed by the Syndicate shall not be valid until it has received the assent of the Government.
- (e) The procedure for amending and repealing the Statutes shall be the same as given above.

*University Ordinance.*

24. Subject to the other provisions of this Ordinance and the Statutes, the University Ordinances may provide for all or any of the following matters, namely :-

- (a) Powers and duties of the Officers and Teachers of University,
- (b) Management of the Institutions run by the University;
- (c) Conditions of service and scales of pay of employees of the University;
- (d) Mode of appointment of Teachers and officers of the University;
- (e) Recognition of Teachers of affiliated Colleges as University Teachers;
- (f) Fees to be charged by the University;
- (g) Creation and abolition of posts;
- (h) Establishment of Teaching Department and constituent Colleges;
- (i) The form and manner in which the accounts of the University should be maintained; and
- (j) All other matters which under the Statutes are required to be provided for by the University Ordinances.

*Framing of University Ordinances.*

25. The University Ordinance shall be made in the following manner :-

- (a) The Syndicate may frame a University Ordinance on any subject mentioned in Section 24. If the University Ordinance relates to any subject mentioned below, it shall be referred to the Academic Council for expression of opinion before it is taken up by Syndicate for final consideration :-
  - (i) Duties of the teachers of the University;
  - (ii) Mode of appointment of teachers of the University;
  - (iii) Recognition of teachers of affiliated Colleges as University teachers;
  - (iv) Creation and abolition of posts of Teachers of University;
  - (v) Establishment of Teaching Departments and constituent Colleges;
- (b) When such University Ordinance has been passed by the Syndicate, it shall be submitted to the Chancellor;
- (c) The Chancellor may assent to such University Ordinance or withhold assent or refer it back to the Syndicate for reconsideration;
- (d) The University Ordinance passed by the Syndicate shall not be valid until it has received the assent of the Chancellor;
- (e) The procedure for amending or repealing the University Ordinance shall be the same as given above.



### *Regulations.*

26. Subject to the other provisions of this Ordinance the Statutes and the University Ordinances, the Regulations may provide for all or any of the following matters, namely :-

- (i) Registration and admission of students in the University;
- (ii) Equivalence of examinations conducted by other Universities and Institutions;
- (iii) Conditions of residence of students;
- (iv) Framing of detailed syllabi for the examinations held by the University;
- (v) Conditions of admission to Colleges and Teaching departments;
- (vi) Conditions of admission to the examinations held by the University and to the degrees, diplomas and certificates conferred by the University;
- (vii) Conduct of Examinations;
- (viii) Institution of Scholarships, Medals & Prizes; and
- (ix) All other matters which under the Statutes may be required to be provided for by the Regulations.

### *Framing of Regulations.*

27. The Regulations shall be made in the following manner :-

- (a) A Regulation shall be initiated by the Academic Council and the draft shall be submitted to the Syndicate. The Syndicate may allow it, disallow it or refer it back to the Academic Council for reconsideration;

Provided that the Syndicate on its own motion may also frame Regulations after first referring them to the Academic Council for expression of opinion.

- (b) The procedure for amending or repealing a Regulation shall be the same as given above.

### *Rules.*

28. (1) The Authorities may make Rules consistent with this Ordinance, Statutes, University Ordinances and Regulations providing for :-

- (a) The procedure to be followed at their meetings;
  - (b) All matters which by the Ordinance, Statutes, University Ordinances or Regulations are to be provided for by Rules;
  - (c) All matters solely concerning such Authorities and not provided by this Ordinance, Statutes, University Ordinances or Regulations;
- (2) Every Authority shall make Rules providing for :-
- (a) The giving of notice to the members of such Authority of the dates of the meetings, and of the business to be transacted at the meetings, and
  - (b) The keeping of a record of the proceedings of the meetings.
- (3) The Syndicate may amend or cancel any Rules made under this section.

### *Savings*

29. Notwithstanding anything contained in Section 5 of this Ordinance, everything done, action taken jurisdiction or power conferred, recognition granted, and order issued under any of the provisions of the W. Pakistan Boards of Intermediate and Secondary Education, Quetta, Karachi, Hyderabad and West Pakistan Board of Technical Education, Lahore and

the University of the Punjab Ordinances and the regulations and rules made thereunder, shall if not inconsistent with the provisions of this Ordinance and the regulations and rules made thereunder, be continued and so far as may be deemed to have been respectively done, taken, conferred, granted and issued under this Ordinance and the regulations and rules made thereunder.

#### *Transitional Provisions.*

30. Notwithstanding anything contained in the Ordinance or the Statutes the Chancellor may appoint the first Registrar, the first Controller of Examinations, the first Treasurer and the first Auditor or any other officer prescribed as such by the Ordinance or by the Statutes for a period not exceeding one year on such terms and conditions as the Chancellor may determine.

### CHAPTER VII UNIVERSITY FUND

#### *University Fund.*

31. The University shall have a fund to which shall be credited :-

- (a) Its income from fees, donations trust, bequests, endowments, grants and all other sources;
- (b) Any contribution or grant by any Government.

#### *Accounts and Audits.*

32. (1) The accounts of the University shall be maintained in such form and such manner as may be prescribed by University Ordinances.

(2) The Statement of accounts of the University shall be submitted to Government once a year.

(3) The accounts of the University shall be audited in such manner as may be prescribed by the Statutes.

### CHAPTER VIII GENERAL PROVISIONS

#### *Interpretation in case of doubt.*

33. If any question arises regarding the interpretation of any provision of this Ordinance, or of any Statutes, University Ordinances, Regulations or Rules or as to whether any person has been duly elected or appointed as, or is entitled to be, a member of any Authority the matter shall be referred to the Chancellor whose decision thereon shall be final.

#### *Filling casual Vacancies*

34. All casual vacancies among the members other than ex-officio members of any Authority, shall be filled as soon as conveniently may be, by the person or Authority who appointed, nominated, or co-opted the member whose place has become vacant and the person appointed, nominated or co-opted to a casual vacancy shall be a member of such Authority for the residue of the term for which the person whose place he fills would have been a member.

#### *Proceeding not invalidated by vacancy.*

35. No act or proceeding of any Authority shall be invalid by reason only of any vacancy in the Authority doing or passing it or by reason or any want of qualification by or invalidity in the appointment of any defacto member of the Authority whether present or absent.

#### *Pension and Provident Fund.*

36. (1) The University shall constitute for the benefit of its



Officers, Teachers and other employees such pension, or Provident Fund or both subject to such conditions as may be prescribed by Statutes.

(2) Where such Provident Fund has been so constituted, Government may declare that the provisions of the Provident Fund Act, 1925, shall apply to such Fund as if the University were the Government and the said Fund were the Government Provident Fund.

#### *Bar to Suits.*

37. All acts done, orders passed or proceedings taken by the University shall not be called in question in any Court by a suit or otherwise.

#### *Members of Authorities and employees to be Public Servants*

38. Members of Authorities, employees of the University and other persons appointed for carrying out the purposes of this Ordinance shall deemed to be public servants, within the meaning of section 21 of the Pakistan Penal Code.

#### *Protection of acts and orders.*

39. No suit for damage or other legal proceedings shall be instituted against Government, the University, or any Authority, officer or any employee of the University in respect of anything done or purported to have been done in good faith in pursuance of this Ordinance, and the Statutes, University Ordinances and Regulations made thereunder.

#### *Prohibition to seek election, etc.*

40. The employees of the University shall neither seek nor contest election to any legislature or local body.

Explanation-Employees of the University shall include all persons drawing salary from the funds of the University.

#### *First Statutes.*

41. Notwithstanding anything to the contrary contained in this Ordinance :-

(a) The Statutes set out in the Schedule appended to this Ordinance shall on its commencement be deemed to be the Statutes framed by the University under section 23.

(b) Government or the Chancellor, as the case may be, may, within six months of the commencement of this Ordinance add to rescind or modify the Statutes and University Ordinances.

#### *Bar against holding the office and membership of Authority.*

42. No person shall be eligible to hold any office of the University or be a member of any of the Authorities or continue as such if he :-

(i) Is of unsound mind, deaf-mute or otherwise incapacitated to discharge his functions ;

(ii) Is an undischarged insolvent ;

(iii) Has been convicted by a court of law of an offence which involves moral turpitude.

#### *Appointment of legal Adviser and representation in civil, revenue or criminal litigation.*

43. Notwithstanding anything contained else where in this Ordinance, no person shall be appointed to the post of legal adviser to the University by whatever designation called or known, or to advise the University in regard to legal matters save with the approval of the Government, and no legal practitioner shall be entrusted by the University with any matter pending in any civil, revenue or criminal court or tribunal exercising civil, or revenue powers in which the University is a party or has any interest unless the name of such legal practitioner is on the approved list of the Government.

44. If any difficulty arises as to the first constitution or re-constitution of any Authority of the University after the commencement of this ordinance or otherwise in first giving effect to the provisions of this Ordinance the Chancellor may, by orders do anything which appears to him necessary for the purposes of removing the difficulty.

Quetta : (LIEUT GENERAL RIAZ HUSSAIN)  
Dated the 10th S.Pk., S.K.  
October, 1970. GOVERNOR OF BALUCHISTAN.  
M.A. RASHID  
CSP

Secretary to Government of Baluchistan  
Law Department.

#### SCHEDULE

First Statutes of the University of Baluchistan.

1. In these Statutes, unless the context otherwise requires, the following expression shall have the meanings hereby respectively assigned to them, that is to say.

#### Definitions.

- (a) "Ordinance" means the University of Baluchistan Ordinance, No. 1 of 1970.
- (b) "Officer", - "Professor" - "Readers" - "Lecturers" and "registered graduate" mean respectively, the officer, Professor, Readers, Lecturers, and registered graduates of the University.

#### The Syndicate.

2. (1) The term of office of members of the Syndicate, other than ex-officio members, shall be two years.

(2) The quorum for the meetings of the Syndicate shall be of half the total number of members, a fraction being counted as one.

#### The Academic Council.

3. (1) The term of office of members of the Academic Council other than ex-officio members, shall be two years.

(2) The quorum for the meetings of the Academic Council shall be one-third of the total number of members, a fraction being counted as one.

#### The Board of Studies.

4. (1) (a) There shall be a separate Board of Studies, for each subject. In exceptional cases, however, the Vice-Chancellor may permit grouping of subject, e. g. in the case of foreign and regional languages, Languages may be grouped in one board.

(b) A person shall not serve on more than two Boards.

Provided that in exceptional cases where it was felt that the presence of a person on more than two Boards was essential the Vice-Chancellor may relax this restriction.

(2) Each Board of Studies shall consist of the following namely :-

- (i) The Head of the University Teaching Department ;  
(ii) All Professors and Readers in the University Teaching Departments ;

Provided that if the total number of University Teachers under (i) and (ii) above comes to less than three, then this number may be made up by the addition provided in clause (iii) below.



(iii) One or two University Teachers, as the case may be other than a Professor or a Reader to be appointed by the Academic Council ;

(iv) Three to five teachers other than University Teachers to be appointed by the Syndicate. The number will be determined by the Syndicate according to the need of each Board ;

(v) One expert to be appointed by the Vice-Chancellor;

Provided that in the case of subjects which are taught in University Departments/Colleges only, such as Law, Commerce, Social work, Journalism, Geology, etc., the Board of Studies shall consist of the following namely:

(i) The Head of University Teaching Department.

(ii) All Professors and Readers in the University Teaching Departments ;

(iii) One University Teachers, other than a Professor or a Reader, to be appointed by the Academic Council;

(iv) Four experts to be appointed by the Vice-Chancellor:

Provided further that in case of Professional subjects which are taught in the affiliated College only, and not in the University such as Medicine, Animal Husbandary, Dentistry, Home Economics etc, the Board of Studies shall consist of the following namely :-

(i) Principals of the Colleges concerned ;

(ii) Five Teachers in the Colleges to be appointed by the Syndicate ;

(iii) Two experts to be appointed by the Vice-Chancellor.

Provided also in the case of subjects (Arts and Sciences) which are taught in the affiliated Colleges only and not in the University, such as English, Philosophy Psychology, etc, the Board of Studies shall consist of the following namely :-

(i) Six Teachers from the Colleges doing teaching work in the subject, to be appointed by the Academic Council.

(ii) One expert to be appointed by the Vice-Chancellor.

3. The term of office of members of the Board of Studies other than ex-officio members shall be two years.

4. The quorum for meetings of the Board of Studies shall be half the number of members, a fraction being counted as one.

5. The Head of the University Teaching Department concerned shall be the Chairman and Convener of the Board of Studies. Where in respect of a subject there is no University Teaching Department, the Chairman shall be appointed by the Syndicate.

6. The powers and duties of each Board of Studies shall be as follows :-

(a) To advise the Authorities on all academic matters connected with instruction and examination in the subject or subjects concerned ;

(b) To prepare curricula and syllabi for the Bachelor's and Master's Degree Courses in the subjects concerned ;

(c) To suggest a panel of names of Paper-Setters and Examiners in the subject or subjects concerned; and

(d) To do such other things as are assigned or referred to it by the Vice-Chancellor, the Syndicate or the Academic Council.

*The Committee for Advanced Studies and Research.*

5. (1) The Committee for Advanced Studies and Research shall consist of the following namely :-

- (i) The Vice-Chancellor (Chairman);
  - (ii) Five Professors to be appointed by the Syndicate;
  - (iii) Two Teachers having research qualifications and experience to be appointed by the Academic Council; and
  - (iv) Two experts to be appointed by the Vice-Chancellor.
- (2) The term of office of members of the committee for Advanced Studies and Research other than ex-officio members shall be two years.

(3) The quorum for the meetings of the Committee for Advanced Studies and Research shall be four.

(4) The functions of the Committee for Advanced Studies and Research shall be as follows :-

- (a) To advise the Authorities on all matters connected with the promotion of advanced studies and research in the University;
- (b) To consider and report to the Authorities on the institution of research degree in the University in a particular subject or subjects;
- (c) To prepare the University Ordinances and Regulations regarding the award of research degree;
- (d) To consider the applications of students for admission to research courses; and to determine the subject of their thesis.

(e) To appoint supervisors for research students;

(f) To recommend a panel of names for research examinations; and

(g) To do such other things as may be assigned or referred to it by the Vice-Chancellor, the Syndicate or the Academic Council.

*The Selection Board for appointment of Professors, Readers and other teachers.*

6. (1) The Selection Board for the appointment of Professors, Readers and other Teachers (in this paragraph referred to as the Selection Board) shall consist of the following namely :-

- (i) The Vice-Chancellor (Chairman);
- (ii) Two members other than the employees of the University to be appointed by the Syndicate;
- (iii) Two members other than the employees of the University to be appointed by the Chancellor,
- (iv) Two members to be appointed by the Vice-Chancellor

In making appointments to the posts of Professors and Readers, the Selection Board shall, with the prior approval of the Chancellor, co-opt or consult three experts in the subject.

For the appointment of Teachers other than Professors and Readers, the Selection Board shall co-opt or consult the head of the Department concerned and two other experts.

(2) The term of office of members of the Selection Board, other than ex-officio members shall be one year.

(3) The quorum for the meeting of the Selection Board shall be three members.

(4) The functions of the Selection Board shall be as follows ;



(i) To suggest the terms and conditions on which Professors, Readers, and other Teachers in the University may be appointed ;

(ii) To consider the applications of candidates for the posts of Professors, Readers and other Teachers in the University ;

(iii) To recommend to the Syndicate the names of suitable candidates for appointment to the posts of Professors, Readers and other Teachers.

Clause (4) shall not, however, apply to the appointment of the following categories of Teachers :-

- (a) Part-Time Teachers.
- (b) Teachers appointed on Lecture basis.
- (c) Teachers appointed on an honorarium.
- (d) Maulvis and Mūnshis, i.e. all teachers below the rank of Lecturers.

(e) Temporary appointments for a period not exceeding one year or till the appointment of regular incumbents, whichever is earlier.

(5) The Selection Board may, in special case, recommend to the Syndicate that a highly distinguished scholar may be invited to occupy the chair of a professor on such terms and conditions as the Syndicate may decide to offer.

(6) In case of an un-resolved difference of opinion between the Selection Board and the Syndicate, the matter shall be referred to the Chancellor for final decision:

*The Finance Committee.*

7. (1) The Finance Committee shall consist of the following, namely :-

(i) The Vice-Chancellor (Chairman) ;

(ii) The Education Secretary, Government of Baluchistan;

(iii) One member, not an employee of the University to be appointed by the Syndicate ;

(iv) One member not an employee of the University to be appointed by the Chancellor.

(v) One nominee of the Academic Council ;

(vi) One nominee of the Vice-Chancellor ; and

(vii) Registrar (Ex-Officio).

(2) The term of office of members of the Finance Committee, other than ex-Officio members shall be two years.

(3) The quorum for the meetings of the Finance Committee shall be three members, of whom one shall be the Vice-Chancellor.

(4) The functions of the Finance Committee shall be as follows :-

(i) To consider the annual budget, and to advise the Syndicate thereon ;

(ii) To make recommendations to the Syndicate on all matters relating to the finance of the University and to review its financial position periodically ;

(iii) To examine and report on the financial implications of any new development project ;

(iv) To do such things as are referred to it by the Vice-Chancellor, Syndicate or the Academic Council.

*The Planning and Development Committee.*

8. (1) The Planning and Development Committee shall consist of the following, namely :-

- (i) The Vice-Chancellor (Chairman) ;
  - (ii) Two members to be appointed by the Syndicate ;
  - (iii) Two members to be appointed by the Academic Council ; and
  - (iv) Two members to be appointed by the Chancellor.
- (2) The term of office of members of the Planning and Development Committee, other than ex-officio members, shall be two years.
- (3) The quorum for the meetings of the Planning and Development Committee shall be four members, of whom one shall be the Vice-Chancellor.
- (4) The functions of the Planning and Development Committee shall be as follows :-
- (i) To examine all development projects and schemes in the University and to advise the Syndicate thereon;
  - (ii) To do such other things as may be assigned or referred to it by the Vice-Chancellor, the Syndicate or the Academic Council.

*The Vice-Chancellor.*

9. The powers and duties of the Vice-Chancellor, in addition to those assigned to him under section 12 of the Ordinance, shall be as follows :-
- (i) To appoint, grant all kinds of leave, to punish and dismiss those employees of the University whose initial salary is less than three hundred rupees ;
  - (ii) To sanction all expenditure provided in the budget of the University ;
  - (iii) To initiate and to recommend to the Syndicate disciplinary action against employees drawing initial salary of three hundred rupees or more ;

- (iv) To re-appropriate funds within the same major Head of Expenditure ;
- (v) To sanction any amount up to one thousand rupees for an item not provided for in the budget of the University by re-appropriation and report it to the Syndicate as early as possible ;
- (vi) To appoint paper-setters and Examiners for all examinations of the University, after receiving panels of names from Boards of Studies ;
- (vii) To sanction such arrangement for the scrutiny and moderation of papers and the checking of marks and results as he may consider necessary ;
- (viii) To direct Teachers, officers and other employees of the University to take up such assignments in connection with teaching, research, examination, administration and extra-curricular activities, in the University and to do such things as he may consider necessary for the purpose of the University.

*The Registrar.*

10. (1) The Registrar shall be a wholetime officer of the University, and shall be appointed by the Syndicate, on such terms and conditions as may be determined by it.
- (2) The Registrar shall work under the control of the Vice-Chancellor, and shall be in charge of the Academic sections of the University Office. He shall be responsible to the Vice-Chancellor for the proper and efficient functioning of those sections of the Office. He shall be Secretary to the Syndicate, the Academic Council and the Planning and Development Committee, and shall perform such other functions and duties as are assigned to him by the Vice-Chancellor.



### *The Treasurer*

11. (1) The Treasurer shall be an officer of the University, and shall be appointed by the Chancellor on such terms and conditions as may be determined by the Chancellor.

(2) The Treasurer shall work under the control of the Vice-Chancellor and shall be in charge of the Accounts, Purchase and stores sections of the University Office. He shall be responsible to the Vice-Chancellor for the proper and efficient functioning of those sections of the Office. He shall be Secretary to the Finance Committee and shall perform such other functions and duties as are assigned to him by the Vice-Chancellor.

### *The Controller of Examinations.*

12. (1) The Controller of Examinations shall be a wholetime officer of the University, and shall be appointed by the Syndicate on such terms and conditions as may be determined by it.

(2) The Controller of Examinations shall work under the control of the Vice-Chancellor, and shall be in charge of the examination section of the University Office. He shall be responsible to the Vice-Chancellor for the proper and efficient functioning of that section of the Office. He shall make all arrangements of the conduct of the University examinations and shall perform such other functions and duties as are assigned to him by the Vice-Chancellor.

### *Audit.*

13. (1) The Syndicate shall appoint a wholetime officer as Auditor for the purpose of auditing the bills to be paid out of the funds of the University, unless a bill for its payment has been audited by the Auditor in conformity with the Statutes, University Ordinances and Regulations.

(2) The statement of the accounts of the University

signed by the Treasurer and the Auditors shall be submitted to Government within six months of the closing of the financial year.

(3) The accounts of the University shall be audited once a year in conformity with the Statutes, University Ordinances and Regulations by Auditor appointed by the Government for this purpose.

### *Duties of University Teachers.*

14. (1) In addition to the like provisions for time being in force, the duties of the University Teachers shall be as follows:-

(i) To teach the students by means of lectures, tutorials, discussions, seminars, demonstrations and the like;

(ii) To conduct, guide and supervise research;

(iii) To maintain personal contact with the students, give them individual guidance and supervise their extra-curricular activities;

(iv) To assist the authorities in preparing the courses and syllabi, in conducting the examinations in organizing the libraries, laboratories and other curricular and extra-curricular activities of the University and its Departments, Colleges and other Institutions;

(v) To perform such other functions and duties as may be assigned to them by the Vice-Chancellor.

(2) The total work load in hours of the Teachers and the distributions of work-schedule for the various duties mentioned in clause (1) during an academic year of thirty six weeks, shall normally be in accordance with the table given below this paragraph.

T A B L E

(a) For Arts, Humanities and Social Studies.

Lectures	Tutorial	Student Guidance	Seminar & Research Guidance	Personal Studies and Research	Administration and other activities
300	100	100	300	300	400
Readers					
400	100	100	200	400	300
Lecturers					
500	200	200	100	400	200

(b) For Science Subjects

Lectures	Tutorials	Particulars	Students Guidance	Seminar & Research Guidance	Personal Studies and Research	Administration & other activities
200	100	100	100	300	300	400
Readers						
300	100	200	100	200	300	300
Lecturers						
300	200	300	100	100	300	200

(3) The Vice-Chancellor shall have the power to vary the distribution of an individual Teacher's work-schedule so as to make it possible for his Special talent, equipment and aptitude to be put to maximum use.

(4) Every Teacher shall give frequent assignments and periodic tests to his students and shall maintain a regular record of their performance at such assignments and tests.

Quetta. (LIEUT GENERAL RIAZ HUSSAIN)  
 Dated the 10th S.Pk., S.K.  
 October, 1970 GOVERNOR OF BALUCHISTAN  
 M.A. RASHID  
 CSP

Secretary to Government of Baluchistan  
 Law Department.



The University of Baluchistan  
(AMENDMENT) ORDINANCE, 1971.

*An Ordinance to amend.*

The University of Baluchistan Ordinance No. 1 of 1970.

Whereas it is expedient to amend the University of Baluchistan Ordinance, 1970 (Ordinance No. 1 of 1970).

NOW, THEREFORE, in pursuance of the proclamation of the 25th day of March, 1969, read with the Provisional Constitution Order, 1969 and in exercise of all other powers enabling him in that behalf, the Governor of Baluchistan is pleased to make and promulgate the following Ordinance, namely :-

*Short title and Commencement.*

1. (1) This Ordinance may be called the University of Baluchistan (Amendment) Ordinance 1971.

(2) It shall come into force at once.

*Amendment of Section 15 of the University of Baluchistan Ordinance, 1970 (Ord. No. 1 of 1970).*

2. In clause (ix) of Section 15 of the University of Baluchistan Ordinance, 1970 (Ordinance 1 of 1970), for the word "Seven" the word "Nine" shall be substituted.

Lt. GENERAL RIAZ HUSSAIN  
S. PK., S. K.  
Governor of Baluchistan

Quetta :

Dated the 18th September, 1971.

**PART - II**

(ADDITIONAL STATUTES AND  
UNIVERSITY ORDINANCES)



UNIVERSITY OF BALUCHISTAN  
PROVIDENT FUND STATUTES

1. a. These statutes shall be called the "Provident Fund Statutes of the University of Baluchistan".
- b. They should come into force with effect from the date of the establishment of the University.

2. *Definitions:* In these statutes unless there is anything contrary to the context:

- a. The "UNIVERSITY" means the University of Baluchistan at Quetta.
- b. "DEPOSITOR" "SUBSCRIBER" or "MEMBER" means an employee of the University of Baluchistan who is required or permitted under the statutes to subscribe to the Provident Fund and on whose behalf deposit is made under the statute.
- c. "EMPLOYEE" or "OFFICER" means a person who is in the whole time regular service of the University and draws a regular monthly salary under a scale prescribed by the University of Baluchistan.
- d. "FUND" or "PROVIDENT FUND" means the Provident Fund of the University employees established under the statute.
- e. "SALARY" means the substantive pay including special pay or leave salary drawn monthly by a subscriber from the University Fund. It does not

include Travelling Allowances, Conveyance Allowances, House Rent Allowances or other compensatory allowances, but it includes any charge allowance.

f. "CONTRIBUTION" means the amount paid by the University of Baluchistan to the account of Provident Fund and "CONTRIBUTOR" means the University of Baluchistan.

g. "VICE CHANCELLOR, REGISTRAR and TREASURER" means respectively the Vice-Chancellor, Registrar and Treasurer of the University of Baluchistan.

h. "YEAR" means the financial year beginning on the first day of July and ending on the 30th day of June

i. FAMILY means :

(i) In the case of male subscriber, the wife or wives and children of a subscriber, unless any one is excluded by the subscriber on his expressed wish in writing to the Registrar.

(ii) In the case of a female subscriber, the husband and children of a subscriber unless anyone is excluded by the subscriber on her expressed wish in writing to the Registrar.

Note: Children means legitimate children or adopted children confirmed to the satisfaction of the Registrar under the personal law of the subscriber.

3. The Fund. Subject to the provisions of these statutes, the Fund shall consist of all subscriptions collected from members and an equal amount of contribution made by the University under the statute the interest or income in respect of such subscriptions and contributions and the securities purchased herewith.

4. Administration and Management: The administration and management of the Fund shall vest in the Syndicate which may make from time to time regulations or issue such general or special directions as may be consistent with the statute as to the privileges of the member, not herein expressly provided for, or vary or cancel any regulation made or directions given.

5. Membership: The following shall be eligible to subscribe to the fund :-

(i) Every substantive employee of the University or those employees whose terms of appointment or contract include the benefit of Provident Fund, shall be entitled and required to subscribe to the Fund, every month under these statutes.

(ii) Persons appointed on probation to substantive appointment will be entitled to subscribe to the Provident Fund, but in cases their services terminate before they have completed three years' service, they shall not be entitled to receive any portion of University's contribution or interest accruing thereon.

(iii) Employee of the University of the following categories shall not be entitled to the benefits of the Provident Fund :-

(a) Who are part time employees appointed under a special contract of service which does not stipulate subscription to Provident Fund.

(b) Members of subordinate services paid from Contingencies or are on fixed or daily wages.



(c) Persons who are on deputation and whose pension contribution is paid by the University of Baluchistan or who have been appointed by the University on a consolidated salary, special terms.

(d) Employees on leave without pay from the University.

(iv) Membership of the Fund shall continue only during the service of the member in the University upto the age of superannuation, termination of contract, date of discharge, removal or resignation from the service of the University.

#### 6. *Rate of Subscription and Contribution :-*

(i) The rate of subscription to the Provident Fund by the subscribers shall be 10% of the pay with the provision that Class IV servants may be allowed to opt for a subscription at 7.50% of their pay. Provided that in the calculation of subscription fraction of a rupee shall be ignored and only whole rupee transaction will be made.

(ii) The University shall contribute an equivalent amount in respect of each member's subscription in each month, provided that the contribution by University shall not be payable in respect of any period during which subscription has not been paid by the subscriber.

(iii) The amount of subscription calculated on the above basis shall be deducted from the monthly salary of each employee; provided that to cover the arrears in initial stages of the Provident Fund subscription, the University may determine recovery on instalment basis, and shall contribute accordingly.

#### 7. *Mode of Management and Investment :-*

(i) A University Provident Fund account shall be opened by the University in a schedule bank approved by the Syndicate, to which the total deductions from the salaries of the subscribers and contributions from the University shall be credited in the first week of each month.

(ii) The Syndicate will determine the mode of investment of the Fund in accordance with the provisions of Sub Section 2 of Section 282-B of Companies Act, 1913.

(iii) All investments and securities shall be held jointly by the Vice-Chancellor and the Treasurer.

(iv) The Treasurer shall maintain separate ledger and accounts books for the Provident Fund account, in which the subscription paid by the subscriber and the contribution made by the University shall be entered monthly in the separate account for each member.

(v) Income/Interest earned on the Provident Fund deposits shall be credited to the University Provident Fund account in the bank. At the end of each financial year, the Syndicate will fix a rate of interest/income and such dividend shall be credited to the member's account every year.

(vi) The account of the Fund shall be audited once a year and each subscriber shall receive from the Treasurer, not later than 15th day of October each year, a statement of account showing the opening balance, the deposits and withdrawals during the previous year ending 30th June and the closing balance after the addition of interest/income allowed under clause (v) of Statute 7.

8. *Payment to members :-*

- (i) If a member voluntarily leaves the services of the University otherwise than on account of certified ill health rendering him unfit for further service or other unavoidable reasons, before the expiration of the terms of the service specified in the agreement with the University, he/she shall be entitled to receive the entire balance to the credit of his/her account in respect of his/her own subscriptions to the Fund, of accumulation thereof and of interest or profit in respect thereof, plus the University's contributions and accumulations thereof and of interest or profit in respect thereof, if he/she has served the University for a minimum period of three years, provided that this condition of three years service in the University of Baluchistan shall not apply to those persons, whose services have been loaned to this University, or those who are on deputation from other Universities' institutions, if such persons were entitled for the contributions of the University institution and its interest or profit to their parent Universities institutions.
- (ii) If the services of the employees on substantive posts in the University are less than three years, they shall receive only their subscription; any interest or profit in respect thereof. No interest or profit and no portion of contribution paid by the University or interest accruing thereon.
- (iii) For the purpose of this rule, service is to be reckoned from the time, the member joined the service of the University and not from the date he/she started.

- (iv) The subscribers own deposit as well as the Contribution from the University together with interest/profit accrued thereon, shall be paid in full in case of a subscriber who has been serving in a permanent post, dies or is invalidated on medical grounds, certified by a competent medical authority, before completion of the period of three years.
- (v) If a subscriber's services are dispensed with owing to reduction of establishment, he/she shall be entitled to the full balance of his credit without reduction.
- (vi) In the event of a subscribers resigning his/her employment after less than three years service in the University or being dismissed, discharged the Contribution by the University on his/her behalf as well as the interest or profit that has accrued on the same, shall be credited to the Employee's Benevolent Fund constituted by the University.
- (vii) The deposits in the member's Provident Fund Accounts through subscriptions or contributions with interest or profit thereon shall be payable in full and shall be finally withdrawn in accordance with the clauses :-
  - a. When the member ceases to be a servant of the University.
  - b. On his death to his/her legal heir, Provided that in both cases, sanction of the Syndicate on an application prepared by (a) the member or (b) the legal heir, shall first be obtained by the Treasurer before any payment is made.
- (viii) Payment of accumulations of Provident Fund Subscription, and contributions shall be made



within three months from the date of retirement, resignation, termination of service or death of a subscriber and shall include interest upto the date on which payment is made and if payment is not claimed before the expiry of three months, no interest shall accrue beyond that period.

9. *Loans:-*

In the case of necessity of which the Syndicate shall be the sole judge, the Syndicate or the Vice Chancellor if the Syndicate authorises him, may allow a subscriber an advance of loan of a sum not exceeding the total amount subscribed by him/her at a rate of interest one percent higher than the rate at which the interest is credited to the Subscriber; provided that a subscriber who does not charge any interest on his Provident Fund deposits, shall be exempted from paying any interest on the advance of loan given to him/her from the subscription to the Provident Fund.

(ii) Recoveries towards the amount advanced as loan shall be made with interest in monthly instalments not exceeding thirty for the principal or as may be decided by the Syndicate, commencing from the first payment of a full month's salary after the advance is made, but no recovery shall be made from a subscriber when he is on study leave, or on leave other than full pay, in which case, recoveries should start when the employee rejoins the University after availing the leave. The amount accruing as interest shall be recovered in one instalment after the principal is recovered.

(iii) A member will be allowed to liquidate the advance of loan in lumpsum or a less number of instalments according to his/her convenience.

(iv) When a subscriber has already taken an advance of loan, he/she not be eligible for a fresh advance of loan until the amount already advanced has been fully paid up.

10. *Nomination by subscriber :-*

(i) Every employee of the University entitled to the benefit of the Provident Fund shall be required to sign a written declaration in the prescribed form that he/she has read this statute and agrees to abide by it and shall hand in for registration in the University Office, the name of the person or persons of the family to whom he/she wishes the balance at his credit to be paid in the event of his death.

(ii) The subscriber may, from time to time, add or change the nominees by written application to the Syndicate. A register of such nominees shall be kept in the Establishment branch of the Registrar's office.

(iii) Where a subscriber dies before retirement or leaves a dependent or dependents in his/her family, but no nomination in favour of anyone of them has been made by him/her, the total amount payable to him shall be distributed among the legal heirs or heirs by the Syndicate.

11. Subject to the consent of the Syndicate and the subscriber concerned in each case, an employee migrating to University of Baluchistan from any other recognised University/Institution shall be permitted to transfer the accumulation in his Provident Fund account at the latter University to this University from the date on which any such amount shall be placed at the disposal of this University;

Provided that for the statute 11, the period of service in the University of Baluchistan shall be counted from the date of joining this University.

12. *Payments towards life insurance policies:*

Payments towards the premium of a life insurance policy may, on the option of a member be substituted for the whole or part of the subscriptions to the Fund on the accumulated balance of his/her own subscription to the Fund with interest thereon, standing to the credit in the individual's account may be paid to him/her to meet payments of premium towards an insurance policy subject to any Regulations that the Syndicate may make in this behalf.

13. Subject to the content of this Statute any matter not covered / mentioned herewith shall be decided or determined by the Syndicate.

REGULATIONS

*(Payments towards insurance policies)*

1. Payment towards the premium for an insurance policy may, at the option of a member be substituted from the whole or a part of the subscription of the Fund.

The amount of one's subscription with interest thereon standing to the credit of a subscriber in the Fund may be withdrawn to meet :-

- a. Payment towards premium of an insurance policy.
- b. Purchase of a single payment insurance policy.
- c. Payment of a single premium.
- d. Provided that no amount shall be withdrawn :-

(i) Before the details of the proposed policy have been submitted to the Vice-Chancellor.

Treasurer and have been accepted as suitable or

(ii) To meet any payment or purchase made or effected more than twelve months before the withdrawal, or

(iii) In excess of the amount required to meet a premium actually due for payment within six months of the date of withdrawal. Provided further that no amount may be withdrawn to meet any payment or purchase in respect of an education endowment policy if that policy is due for payment in whole or in part before the subscriber's age of normal superannuation.

2. The Subscriber shall send to the Treasurer within a month, receipts or certified copies of receipts to satisfy the Treasurer that the amount withdrawn was duly applied for the specified purpose, failing which the amount withdrawn shall be recovered together with approved rate of interest thereon, credited to subscriber's account.

3. (a) Treasurer will not make any payment on behalf of the subscriber to the Insurance Company, nor take step to keep a policy alive.

(b) It is immaterial what form the policy takes, provided that it shall be once effected by the subscriber himself on his own life and shall be such as may be legally assigned by the subscriber himself to the Vice Chancellor.

(c) The policy may not be effected for the benefit of any beneficiary other than wife/husband of the subscriber or wife/husband and children of the subscriber or any of them.



4. Once a policy has been accepted by the Treasurer for the purpose of being financed from the Fund, the terms of the policy shall not be altered nor shall the policy be exchanged for another policy without the prior consent of the Vice Chancellor, to whom all the details shall be furnished.

5. Policy shall be assigned to the Vice Chancellor and delivered to the Treasurer within two months of first withdrawal from the fund in respect of the policy, or within such further period as the Vice Chancellor may fix. The assignment being made by endorsement on the policy in Form 1 or 2 or 3 of the forms in the first schedule. In case the policy is not assigned and delivered within the said period, the amount withdrawn will be repaid together with interest thereon, or in default be ordered by the Vice Chancellor to be recovered by deduction from the salary of the subscriber, by instalment or otherwise as may be directed.

6. Notice of the assignment of the policy shall be given by the subscriber to the Insurance Company and the acknowledgement of the notice by the Insurance Company shall be sent to the Treasurer within two months after the date of assignment.

7. Subscriber shall not, during the currency of the policy, draw any bonus the drawal of which during such currency is optional under terms of the policy and amount of any bonus which under the terms of the policy the subscriber has no option of refrain from drawing during its currency, shall be paid forthwith into the fund by the subscriber or in default recovered by deduction from his/her salary by instalments or otherwise as the Vice Chancellor may decide or direct.

8. *When subscriber.*

- a. Quits the service of the University or
- b. Has proceeded on leave preparatory to retirement and applies to the Vice Chancellor for reassignment or return of the policy or

c. While on leave, has been permitted to retire or declared by competent medical authority to be unfit, for further service and applied to the Vice Chancellor for reassignment or return of the policy or

d. Pays or repays to the fund the whole of any amount withheld or withdrawn from the fund with interest thereon separately in respect of each advance drawn by the subscriber.

The Treasurer shall, if the policy has been assigned to the Vice Chancellor under clause 5, reassign the policy in the First Form set forth in the second Schedule to the subscriber, or to the subscriber and the joint assured as the case may be and make it over to the subscriber together with a signed notice of the reassignment addressed to the Insurance Company

9. When a subscriber dies before quitting the service of the University, the Treasurer shall, if the policy has been assigned to the Vice Chancellor, under clause 5 reassign the policy in the second form set forth by the subscriber for the purpose.

10. If the policy assigned to the V.C. under clause 5 matured before the subscriber quits the service, or if a policy on the joint lines of a subscriber and his wife or her husband assigned under said Regulations falls due for payment by reason of his wife or her husband's death the Treasurer shall proceed as follows :-

- a. If the amount assured together with the amount of any accrued bonuses is greater than the whole of the amount withheld or withdrawn from the Fund in respect of the policy with interest thereon, the Treasurer shall reassign the policy in the

Form set forth in the Third Schedule to the subscriber or to the subscriber and the joint assured as the case may be and hand it over to the subscriber, who shall pay or repay to the Fund the whole of any amount withheld or withdrawn.

b. If the amount assured together with the amount of any accrued bonuses is less than whole of the amount withheld or withdrawn with interest, the Treasurer shall realise the amount assured together with any accrued bonuses and shall place the amount so realised to the credit of the subscriber in the fund.

THE UNIVERSITY OF BALUCHISTAN EMPLOYEES  
(OTHER THAN OFFICERS & TEACHERS)  
(PAY REVISION) RULES, 1972.

In exercise of the powers conferred by clause (c) of Section 24 of the University of Baluchistan Ordinance No. 1 of 1970 the Syndicate with the approval of the Chancellor University of Baluchistan is pleased to make and promulgate the following Rules namely :-

1. *Short Title and Application.*

(1) These rules may be called the University of Baluchistan Employees (other than officers and teachers) (Pay Revision) Rules, 1972.

(2) They will have effect from the 1st March, 1972.

(3) Subject to the provisions of rule 4, these rules shall apply to all non-gazetted University Employees except :-

(a) Staff paid out of contingent funds;

(b) Work-charged establishment as defined in the Building and Roads Department Code (P.W.D. Code), Chapter-I, Para-1.107.

2. *Definitions.*

In these rules, unless there is anything repugnant in the subject or context :-

(a) 'National Pay Scales means the scales of pay as in the Schedule attached to these rules.



- (b) 'Existing University Employee' means a non-gazetted University Employee who was in service of the University on the 29th February, 1972 and continued in service after that date.
- (c) 'Existing Pay' means the pay that an existing University Employee would have drawn on the 1st March, 1972 but the issue of these rules.
- (d) 'Existing Pay Scale' means the scale of pay to which a University Employee was entitled on the 29th day of February 1972, in accordance with the rules applicable to him on that day.
- (e) 'Pay' means, the amount drawn monthly by a University Employee otherwise than as special pay, technical pay personal pay or as an allowance.
- (f) 'Pay scale' includes a fixed rate of pay.
- (g) 'Schedule' means the Schedule appended to these rules.
- (h) 'Treasurer' means the Treasurer University of Baluchistan
- (i) 'Registrar' means the Registrar, University of Baluchistan.
- (j) 'Syndicate' means the Syndicate, of the University of Baluchistan.

### 3. *Applicability of the National Pay Scales.*

- (1) Subject to the provisions of rule 4, the National Pay Scales, shall apply to all non-gazetted University Employees holding posts included in the Schedule.
- (2) The existing pay scales as shown in the Schedule shall stand converted to the National Pay Scales as

shown in the said schedule.

### 4. *Right of Option.*

- (1) Every existing University Employee shall have the right to opt the National Pay Scales or the existing pay scales.
- (2) The option shall be exercised in writing in the form appended to these rules and shall be communicated to the Treasurer within a period of four months from the date of issue of these rules; and in the case of a post included in the Schedule subsequent to the date of issue of these rules, within a period of four months of such inclusion.
- (3) In case an existing University Employee at the time of issue of these rules, is out of Pakistan or is on leave and has, for some reasons, not been able to exercise option, he may exercise the option and communicate it to the Treasurer, within four months the date of his taking over charge of his post in Pakistan.
- (4) Two identical copies of the option shall be prepared by the existing University Employee concerned. One copy will be returned to him, duly signed by the Treasurer, or the latter's nominee, in token of the option having been received. The other copy, also bearing the countersignature of the Treasurer, or his nominee, will be pasted in the service book of the University Employee concerned.
- (5) If any existing University Employee who is entitled to N.P. Scale fails to opt within the period prescribed under sub-rules (2) and (3) it will be presumed that he has opted for the National Pay Scales.
- (6) The option once exercised shall be final.

5. *Fixation of pay in National Pay Scales.*

(1) The pay of all existing University Employee who do not opt for existing pay scales, shall be fixed in the National Pay Scales with effect from 1st March, 1972.

(2) The pay shall be fixed at a stage in the National Pay Scale which is equal to or, if there is no such stage, at the stage next above, the aggregate of the following, viz:-

- (i) The existing pay; and
- (ii) An amount of increase, to be determined in accordance with the percentage increase Formula, given below :-

National Scale of Pay in which pay is to be fixed.	Percentage increase on the existing pay.
1 and 2	40% Subject to a minimum of Rs. 20/- and a maximum of Rs. 40/-
3 and 4	30% -do-
5, 6 and 7	20% Subject to a minimum of Rs. 30/- and a maximum of Rs. 60/-
8, 9, 10 and 11	15% -do-
12, 13, 14 and 15	10% -do-

(3) If the minimum of the National Pay Scale is higher than the existing pay of the University Employee plus the percentage increase according to the formula prescribed in sub-rule (2), his pay shall be fixed at the minimum of the National Pay Scale.

(4) If the aggregate of the existing pay percentage according to the formula prescribed in sub-rules (2)

exceeds the minimum of the relevant National Pay Scale, the pay of the University Employee shall be fixed at the maximum of the National Pay scale and the difference shall be allowed as personal pay. This personal pay shall be reduced by such amounts by which the pay of the University Employee is increased after the 1st March, 1972 and shall cease to be payable as soon as his pay is increased by an amount equal to his personal pay.

6. INCREMENTS IN THE NATIONAL PAY SCALES

Increments in all National Pay Scales shall fall due on the 1st December, following the completion of at least 6 months service at a stage in the scale.

7. ADMISSIBILITY OF NEXT HIGHER NATIONAL PAY SCALE AFTER REACHING THE MAXIMUM OF A PARTICULAR SCALE

(1) If a University Employee reaches the maximum of a National Pay Scale and is not promoted or otherwise appointed to a higher post within a period of 5 years from the date of reaching the maximum of the scale, he shall be allowed the next higher National Pay Scale from the 1st day of December, following the completion of 5 years at the maximum of the scale, provided that the same procedure shall be observed in allowing a University Employee to draw pay in the higher National Pay Scale as is followed in allowed the University Employee to cross an Efficiency Bar in a pay scale.

(2) When a University Employee is allowed to draw pay in the next higher National Pay scale under sub-rule (1), his pay in the higher scale shall be fixed at a stage equal to the maximum of the lower National



Pay Scale and, if there is no such stage, at the next lower stage with a personal pay equal to the difference. The Personal pay will be absorbed in future increments.

**8. PAY ADMISSIBLE TO APPRENTICES, STIPENDIARY STUDENTS AND UNIVERSITY EMPLOYEES UNDERGOING TRAINING AFTER RECRUITMENT BUT BEFORE ASSUMPTION OF FULL CHARGE OF THE POST.**

(1) There shall be no special rate of stipend or pay for Apprentices, Stipendiary Students or the University Employee undergoing training after recruitment but before assumption of full charge of the duties of the post for which they are recruited. All such persons shall be allowed the minimum of the National Pay Scale, to which they will be entitled on appointment after the successful completion of apprenticeship, stipendiary studentship or training.

(2) The period of apprenticeship, stipendiary studentship or training before assumption of full charge of the duties of the post shall not count for increment in the National Pay Scale of the post.

**9. FIXATION OF PAY ON PROMOTION.**

(1) On promotion of a University Employee from a lower to higher post, his pay in the higher post will be fixed as follows :-

- (a) At a stage in the pay scale of the higher post which is equal to the pay of the University Employee in the scale of the lower post, and if there be no such stage, at the next higher stage in the scale of the higher post; and
- (b) Additionally, one increment in the scale of the higher post.

(2) If, by virtue of the benefit admissible under rule 7, a University Employee is already drawing pay in the National Pay Scale of the higher post at the time of his promotion, he will be allowed one advance increment in that scale with effect from the date of promotion.

(3) All existing rules or orders allowing minimum benefit to the University Employees on promotion from a lower post to the higher post in force on the 29th February, 1972 shall w.e.f. 1-3-1972 cease to be applicable to the University Employees drawing pay in the National Pay Scales.

**10. SELECTION GRADE.**

There shall be no Selection Grade in the National Pay Scales.

**11. AD-HOC RELIEF.**

(1) The ad-hoc relief sanctioned vide the Government of Pakistan, Finance Department's letter No. 310 (A)-SR-VI/69, dated the 26th February 1969, as amended from time to time, shall cease to be payable with effect from the 1st March, 1972, to the University Employees to whom these rules apply.

(2) The existing University Employees who opt for the existing pay scales shall, with effect from the 1st March, 1972, be allowed personal pay equal to the amount of ad-hoc relief that would have been admissible to them but for the issue of these rules. The personal pay shall be merged in their future increments or in their pay on promotion.

12. ADDITION TO OR MODIFICATION OF THE SCHEDULE.

The Syndicate may, from time to time, add to or modify the Schedule with such conditions as it may deem necessary to impose.

13. No Scale, except as provided in rule 4, other than the National Pay Scales as given in Column I of the Schedule, shall be allowed to any non-gazetted University Employee except with the approval of the Syndicate.

14. RELAXATION.

In cases where the operation of these rules involves undue hardship to a University Employee, the Syndicate may for reasons to be recorded in writing relax any of these rules in his favour.

*Schedule attached to the University of Baluchistan Employees (other than officers & teachers) (Pay Revision) Rules, 1972.*

S. No.	NAME OF POST	EXISTING PAY SCALE	NATIONAL PAY SCALE	REMARKS
1.	Secretary to V.C./Superintendent	Rs. 325-20-525	Rs. 375-25-500/30-650/35-825	(N.P.S. No. 15)
2.	Classifier/overseer/Machanical (Workshop)	Posts created after the introduction of N.P.S.	Rs. 325-25-450/25-575/25-700	(N.P.S. No. 13)
3.	Assistants/Stenographer.	Rs. 225-15-500	Rs. 275-20-375/20-475/25-600	(N.P.S. No. 11)
4.	Cashier.	Rs. 250-15-400	Rs. 225-15-300/16-380/20-480	(N.P.S. No. 9)
5.	Mason/Carpenter.	Rs. 225-15-360	Rs. 200-12-260/15-335/15-425	(N.P.S. No. 8)
6.	Electrician.	Rs. 175-15-350		



7.	Stenotypist	Rs. 150-5-180/6-210/8-250	
8.	Senior Clerk/Assistant Cashier.	Rs. 140-7-320	
9.	Plumber,	Rs. 115-5-175	
10.	Junior Clerk/Lab: Assistant/Care-Taker/Pipe Fitter.	Rs. 115-5-175	
11.	Driver/Conductor	Rs. 95-3-165	
12.	Cook	Rs. 100-5-150	
13.	Peon/Lab: Attendant/Mes Attendant/ V.C's Orderly/Sweeper/Janitor/ Cook Chowkidar.	Rs. 65-1-80	
14.	Chowkidar.	Rs. 75/-P.M. (Fixed)	
15.	Mali.	Rs. 70-1-80	
16.	Cooli.	Rs. 86/- (Fixed)	
17.	Dattari/Cash Attendant.	Rs. 75-1-90	
			Rs. 100-2-116/3-140 (N.P.S. No. 1)
			Rs. 110-3-152/4-160 (N.S.P. No. 2)
			Rs. 120-3-150/5-180 (N.P.S. No. 3)
			Rs. 150-6-180/8-220/10-280 (N.P.S. No. 5)
			Rs. 165-8-205/10-225/10-315 (N.P.S. No. 6)
			Rs. 180-10-230/10-280/15-370 (N.P.S. No. 7)

ANNEXTURE - A.

*Details of National Pay Scales*

Serial No.	National Scale of Pay.
1.	Rs. 100-2-116/3-140
2.	Rs. 110-3-152/4-160
3.	Rs. 120-3-150/5-180
4.	Rs. 130-4-170/5-200
5.	Rs. 150-6-180/8-220/10-280
6.	Rs. 165-8-205/10-225/10-315
7.	Rs. 180-10-230/10-280/15-370
8.	Rs. 200-12-260/15-335/15-425
9.	Rs. 225-15-300/16-380/20-480
10.	Rs. 250-18-340/20-440/20-540
11.	Rs. 275-20-375/20-475/25-600
12.	Rs. 300-20-400/25-525/25-650
13.	Rs. 325-25-450/25-575/25-700
14.	Rs. 350-25-475/25-600/30-750
15.	Rs. 375-25-500/30-650/35-825

OPTION FORM.

*(Vide Rule 4 of the University of Baluchistan Employees) (Other than officers & teachers) (Pay Revision Rules, 1972).*

I, ..... opt/do not opt for the University of Baluchistan Employees (other than officers and teachers) (Pay Revision) Rules, 1972.

I fully understand that the option once exercised is final.

Date.....

Signature.

Name in block letters.....

Father's Name.....

Designation.....

Branch.....

Office/Department.....

ATTESTED.

Signature.....

Designation (Stamp of Head of Office).



THE UNIVERSITY OF BALUCHISTAN NON-TEACHING  
OFFICERS (PAY REVISION) RULES 1974.

In exercise of the powers conferred by clause (c) of Section 24 of the University of Baluchistan Ordinance No. I of 1970 the Syndicate with the approval of the Chancellor University of Baluchistan is pleased to make and promulgate the following Rules namely :-

1. *Short Title, Application and Commencement.*

- (1) These rules may be called the University of Baluchistan non-teaching officers (pay Revision) Rule 1974.
- (2) Subject to the provisions of rules 4 and 5, they shall be deemed to have come into effect from the 1st day of March. 1972.
- (3) Subject to the provisions of rules, they shall apply to all non-teaching officers of the University holding posts specified in the Schedule and serving in connection with the affairs of the University of Baluchistan.

2. *Definitions.*

In these rules, unless there is anything repugnant in the subject or context :-

- (a) "Annexure"  
means an annexure appended to these Rules;

- (b) **"Existing University Employee"**  
Means a non-teaching officer of the University who was in the service of the University on the 29 day of February, 1972 and continued in service after that date;
- (c) **"Existing Pay"**  
Means the pay that an existing University Employee would have drawn on the first day of march, 1972.
- (d) **"Existing Pay Scale"**  
Means the scale of pay to which a University Employee was entitled immediately before the first day of March 1972.
- (e) **"Pay"**  
Means the amount drawn monthly by a University Employee otherwise than as Special Pay, Technical Pay, Personal Pay, Overseas Pay, teaching pay or as an allowance.
- (f) **"Pay Scale"**  
Includes a fixed rate of pay;
- (g) **"National Pay Scales"**  
Means the scales of pay specified in Annexure 'A'.
- (h) **"Schedule"**  
Means the Schedule appended to these rules.
- (i) **"Registrar"**  
Means the Registrar, University of Baluchistan.

- (i) **"Treasurer"**  
Means the Treasurer, University of Baluchistan.

3. **Applicability of the National Pay Scales.**  
Subject to the provisions of rule 4, National Pay Scales shall apply to all University Employees holding posts specified in the Schedule.
4. **Right of Option.**
- (1) (a) Every existing University Employee shall have the right to opt for the National Pay Scales or his existing pay scales.
- (b) An existing University Employee opting for the National Pay Scales may opt for these scales with effect from the 1st March, 1972.
- (2) The option shall be exercised in writing in the Form Annexure 'B' and shall be communicated to the Treasurer within a period of four months from the publication of these rules, and in the case of posts included in the Schedule after the date of publication of notification in these rules, within a period of four months from the publication of such inclusion.
- (3) In case an existing University Employee at the time of the notification of these rules, is out of Pakistan, or is on leave, and has, for some reason, not been able to exercise the option, he may exercise the option, and communicate it to the Treasurer within four months from the date of his taking over the charge of his post in Pakistan.
- (4) If any existing University Employee fails to opt for existing pay scales or National Pay Scales within



the period prescribed in sub-rules 2 and 3, it will be presumed that he has opted for the National Pay Scales with effect from 1st March, 1972.

(5) The option once exercised shall be final.

#### *Explanation 1.*

An existing University Employee can either opt for the National Pay Scales or for the existing pay scales. It is not open to him to opt for the National Pay Scales in the case of some post or posts and the existing pay scales in the case of other post or posts.

(6) The existing University Employees, who do not opt for the National Pay Scales, shall continue to be governed by the rules, orders, etc., regarding scale of pay, allowance. That have been applicable to them but for the making of these rules.

#### 5. *Fixation of Pay in the National Pay Scales.*

Subject to the provisions of sub rules 5 and 6 of these, the pay of existing University Employees who opt for the National Pay Scales, shall be fixed in the said scales with effect from the first day of March, 1972.

(1) Provided that no arrears will be payable in respect of the period prior to 1st August, 1973.

(2) In the case of National Pay Scales No. 16 to 18 the pay shall be fixed at the stage equal to and, if there be no such stage, at the stage next above, the aggregate of the following :-

(a) The existing pay; and

(b) An amount of increase, to be determined in accordance with the following formula :-

National Scales of pay in which pay is to be fixed. Increase over existing Pay

16 10 percent Subject to a minimum of Rs. 30/- and a maximum of Rs. 60/-

17 and 18 Rs. 60/-

(3) Subject to the Provisions of rule 11.

(a) In the case of National Pay Scales No. 19 and 20 the pay shall be fixed at the stage next above the existing pay; and

(b) In the case of National Pay Scales No. 21 and 22 pay shall be fixed at the stage equal to the basic pay and, if there be no such stage, at the next lower stage plus personal pay equal to the difference between the existing pay and the stage.

(4) Fixation of pay in the manner prescribed in sub-rules 2 and 3 of this rule shall be subject to the condition that the maximum of the relevant National Pay Scales is not exceeded.

(5) The benefit of percentage increase mentioned in sub-rule 2 will not be admissible to the University Employees who were eligible, subject to option, to the benefit of fixation of pay under the University of Baluchistan Employees (other than officers and teachers) (Pay Revision) Rules, 1972. In their case, pay in the relevant National Pay Scales shall be fixed at the stage equal to their existing pay and, if there is

no such stage, at the next lower stage plus personal pay equal to the difference.

(6) The University Employees, who were appointed to gazetted posts by initial recruitment on or after the 1st March, 1972, shall not be allowed the benefit of fixation of pay under sub rule 2 or 3. They shall be deemed to have been appointed at the minimum of the relevant National Pay Scale.

(7) The personal pay mentioned in sub rule 3 and 5 shall be reduced by the amount by which the pay of the University Employee is subsequently increased, and shall cease to be payable as soon as the pay is increased by an amount equal to or more than the personal pay.

**6. Fixation of Pay in Substantive and Temporary Posts :-**

The pay of every University Employee covered by rule 5 shall be fixed both in the scale of his sub-stantive post and the scale of the post held by him in temporary or officiating capacity.

**7. Increments in the National Pay Scales :-**

The increments in the National Pay Scale shall fall due on the 1st day of December, following the completion of at least six months service at a stage in the relevant National Pay Scale.

**8. Admissibility of next higher National Pay Scale after reaching the maximum of a lower Scale :-**

(1) Subject to the provisions of sub rule 2 a University Employee who has reached the maximum of National Pay Scale No. 16 or 17 shall be brought on to National Pay Scale No. 17 or 18 respectively, with effect from the 1st December of the year in which

he completes three years of such service at the above mentioned maximum as counts for increments under the rules, subject to the following conditions:-

That he has earned in succession from the year of reaching of maximum upto the year of moving over (both years included) Annual Confidential Reports without any adverse entry. If this condition is not fulfilled, such University Employee shall wait at the maximum till he has earned in succession the requisite number of reports without an adverse entry; and his move over to the next higher scale shall take effect from the 1st December of the year following the one for which the last such report is earned.

(2) A University Employee; who will be adjusted in, or whose basic pay scale is, National Pay Scale No. 16, will be allowed to move over only up-to National Pay Scale No. 17 and who will be adjusted in or whose basic Pay Scale is National Pay Scale No. 17 will be allowed to move over only upto National Pay Scale No. 18.

(3) When a University Employee is allowed to draw pay in the next higher National Pay Scale under sub rule (1), his pay in the higher scale shall be fixed at a stage equal to the maximum of the lower National Pay Scale and, if there is no such stage, at the next lower stage with personal pay equal, to the difference. The personal pay will be absorbed in future increments.

**9. Fixation of Pay on Promotion.**

(1) Subject to the provision of Rule 10, in the case of promotion from a lower to a higher post, where the



stage in the National Pay Scale of the higher post, next above the substantive pay of the University Employee concerned in the National Pay Scale of the lower post, give a pay increase equal to, or less than full increment in the pay scale of the higher post, the initial pay in the National Pay Scale of the higher post will be fixed after allowing a premature increment in the National Pay Scale of the higher post;

Provided that a University Employee, who is promoted from National Pay Scale No. 17, shall be allowed a minimum benefit equal to two increments in National Pay Scale No. 18.

(2) If, by virtue of the benefit admissible under Rules 8 a University Employee is already drawing pay in the National Pay Scale of the higher post at the time of his promotion, he will be allowed one advance increment in that scale with effect from the date of promotion;

Provided that if the promotion is from a post carrying National Pay Scale No. 17 to a post carrying National Pay Scale No. 18, the University Employee shall be allowed two advance increments in the higher scale.

(3) All existing rules or orders allowing minimum benefit to the University Employees on promotion from a lower to a higher post shall cease to be applicable to the University Employees drawing pay in the National Pay Scales with effect from the date he starts drawing pay in the National Pay Scale i.e. 1-3-1972.

10. If a University Employee in National Pay Scale No. 17 is appointed to post in National Pay Scale No. 18 before he

enters the 7th year of service, he shall draw the minimum of National Pay Scale No. 18 and the next increment in that scale shall accrue to him on the 1st day of December, following the completion of the 7th year of service.

### 11. *Admissibility of full pay of the post in National Pay Scale No. 19 and Above :*

(1) If a University Employee is appointed to a post shown in part II of the Schedule (hereinafter referred to as the said post) on or after the date from which he has opted for the National Pay Scales, but has not, on the day of his appointment to the said post, completed the minimum length of Class-1 service prescribed for such post in column 5 of the Schedule, he shall be entitled to minimum of the National Pay Scale prescribed for the said post only from the date he completes the prescribed minimum length of service, he shall be entitled to :-

(a) the pay admissible to him from time to time in the lower post, held by him immediately before the appointment to the said post ; and

(b) the difference between the pay referred in clause (a) and the minimum of the National Pay Scale of the said post reduced by twenty percent of the difference for every year or part of the year by which his service falls short of the prescribed length of service subject to a maximum reduction of eight percent.

Provided that in the case of post included in the Schedule for which the remuneration

laid down in that Part of the Schedule is pay in a time scale plus a special pay, the special pay shall not be affected by this rule.

- (2) If a University Employee was holding a post shown in the Schedule immediately before the 1st of March, 1972 on which he opts for the National Pay Scales but had not completed the prescribed length of service on that date, his pay shall first be fixed in the next lower National Pay Scales under the relevant provisions of these rules and thereafter, with reference to the pay so fixed, his pay in the National Pay Scale of the post held by him shall be determined in accordance with the provisions of sub Rule I.

*Explanation :-* In computing the length of service for the purpose of this rule.

- (a) to the length of service in Class-I shall be added half of the service in Class-II and  $\frac{1}{4}$  of the Non-gazetted service, if any and
- (b) the service rendered under the Federal Government or another Provincial Government shall also be taken into account.

#### 12. Selection Grades :-

There shall be no Selection Grade in the National Pay Scales.

13. All existing rules or orders shall be deemed to have been modified to the extent indicated in these rules. All existing rules and orders not so modified shall continue in force.

#### 14. University Employees engaged on Contract :-

The University Employees engaged on contract shall continue to draw their covenanted pay for so long as they hold the post in which they were recruited but if they are employed in any other post, they shall either draw the pay of the latter post as prescribed in the Schedule or the covenanted pay whichever is more beneficial to them.

#### 15. Addition to or modification in the Schedule :-

The Syndicate may, from time to time, add to or modify the Schedule with such conditions as it may deem fit.

#### 16. Relaxation :-

In case where the operation of these rules cause undue hardship to a University Employee, the Syndicate may for reason to be recorded in writing relax any of these rules in his favour.



Schedule attached to the University of Baluchistan non-teaching officers (Pay Revision) Rules, 1974.

S. No.	Name of Post	Present Scale	National Pay Scale	Length of Class - I Service	Prescribed length of Class - I Service
1.	Vice Chancellor	Rs. 3000/- (Fixed) minus Pension.	Rs. 3000/- (Fixed)	(N. P. S. No. 22)	22 Years
2.	Registrar/Treasurer	Rs. 1000-75-1900	Rs. 1800-80-2200	(N. P. S. No. 19)	12 Years
3.	Controller of Examinations.	Rs. 825-75-1650/50-1700	Rs. 1000-75-1750	(N. P. S. No. 18)	5 Years
4.	Auditor/Deputy Registrar/Deputy Controller of Examinations/P & P Officer.	Rs. 700-50-1450	Rs. 500-50-1250	(N. P. S. No. 17)	Nil
5.	Accounts Officer/Secretary Officer/ Assistant Registrar/Assistant Controller of Examinations/Sports Officer/Assistant Engineer/ Assistant Librarian/Purchase Officer.	Rs. 450-50-1000	Rs. 400-35-750/50-1000	(N. P. S. No. 16)	Nil
6.	Senior Superintendent.	Rs. 450-25-765			

ANNEXURE 'A'  
National Scales of Pay.

S. No.	National Scales of Pay	Post to which applicable	Posts the maximum of the existing Pay Scale of which	Prescribed length of Class I Service.
16.	400-35-750/50-1000		does not exceed Rs. 925	Nil
17.	500-50-1000/50-1250		exceed Rs. 925 but does not exceed Rs. 1150.	Nil
18.	1000-75-1750 (Senior Class I)		exceed Rs. 1150 but does not exceed Rs. 1699.	5 years
19.	1800-8-2200		exceed Rs. 1599 but does not exceed Rs. 2150.	12 years
20.	2300-100-2600		exceed Rs. 2150 but does not exceed Rs. 2600.	15 years
21.	2750 (Fixed)		exceed Rs. 2600 but does not exceed Rs. 2750.	20 years
22.	3000 (Fixed)		exceeds Rs. 2750.	22 years

ANNEXURE 'B'  
OPTION FORM

I.....opt/do not opt for the University  
of Baluchistan non-teaching officers (Pay Revision) Rules, 1974  
with effect from .....

I fully understand that the option once exercised is final.

Dated.....  
Signature.....  
Name in block letters.....  
Father's Name.....  
Designation.....  
Branch/Section.....  
Office/Department.....

THE UNIVERSITY OF BALUCHISTAN, QUETTA.  
TEACHERS NATIONAL PAY SCALES (PAY REVISION)  
RULES 1975.

1. *Short title Commencement and application.*

- (1) These rules may be called the University of Baluchistan, Quetta, Teachers National Pay scale (Pay Revision) rules 1975.
- (2) Subject to the provisions of paragraphs 4 & 5 they shall be deemed to have come into effect from the first day of March, 1972.
- (3) Subject to the provisions of paragraph 4, they shall apply to all teachers of the University specified in the schedule.

2. *Definitions*

In these Rules, unless there is anything repugnant in the subject or context-

- (a) "Annexure" means an annexure appended to these Rules;
- (b) "Existing Pay" means the pay that an existing University teacher would have drawn on the first day of March, 1972, or the date with effect from which he opts for the National Pay Scales as the case may be;



promulgated by the Governor vide Extraordinary Gazette No. 7-1/70-Legis dated 10th October, 1970.

### 3. *Applicability of National Pay Scales.*

Subject to the Provisions of Section 4, National Pay Scales shall apply to all university teachers holding posts specified in the Schedule.

### 4. *Right of option.*

- (1) (a) Every existing university teacher shall have the right to opt for the National Pay Scales or his existing pay scales.
- (b) An existing teacher opting for the National Pay Scales may opt for these scales with effect from the 1st March, 1972 or any date thereafter upto and including the 28th February, 1974.

(2) The option shall be exercised in writing in the form prescribed in Annexure 'B' and shall be communicated to the Registrar, with a copy to the Treasurer within a period of four months from the date of publication of this Ordinance, and, in the case of posts included in the Schedule, after the date of publication of this Ordinance, within a period of four months from the publication of such inclusion.

(3) In case an existing teacher, at the time of the publication of this Ordinance, is out of Pakistan, or is on leave, and has, for some reason, not been able to exercise the option, he may exercise the option and communicate it to the Registrar, with a copy to the Treasurer within four months from the date of his taking over the charge of his post in the University.

(c) "Existing Pay Scale" means the scale of pay to which a teacher was entitled immediately before first day of March, 1972;

(d) "Existing Teacher" means a university teacher who was in the gazetted service of the University of Baluchistan on the 29th day of February 1972 and Continued in the service after that date;

(e) "National Pay scales" means the scales of pay specified in Annexure 'A';

(f) "Pay" means the amount drawn monthly by a University teacher otherwise than as special pay, technical pay, personal pay, overseas pay, teaching pay or as an allowance;

(g) "Pay Scale" includes a fixed rate of pay;

(h) "Registrar" means the Registrar of the University of Baluchistan;

(i) "Schedule" means the Schedule appended to these Rules.

(j) "Teachers" means Professor, Associate Professor Assistant Professor, Lecturer and Instructor engaged whole time by the University or by the Constituent College maintained or administered by the University;

(k) "Treasurer" means the Treasurer of the University and

(l) "University" means the university of Baluchistan, Quetta, as constituted under the University of Baluchistan Ordinance No.1 of 1970

(4) If any existing university teacher fails to opt for the existing pay scales on the National Pay Scales within the period prescribed in sub-sections (2) and (3), it will be presumed that he has opted for the National Pay Scales with effect from the 1st March, 1972.

(5) The option once exercised shall be final. An existing university teacher can either opt for the National Pay Scales or for the existing pay scales. It is not open to him to opt for the National Pay Scales in the case of some post or posts; and the existing pay scales in the case of other post or posts.

(6) The existing university teachers, who do not opt for the National Pay Scales, shall continue to be governed by the University Ordinance, Rules, Orders, etc., regarding scales of pay, allowances etc., that would have been applicable to them but for the making of these rules.

#### 5. Fixation of Pay in the National Pay scales.

(1) Subject to the provisions of sub-section 5 & 6 of these Rules, the pay of Existing teachers, who opt for the National Pay Scales, shall be fixed in the said scales with effect from the 1st day of March, 1972 under section 4 or any subsequent date with effect from which they opt for the same under section 4, Provided that no arrears as a result of fixation of pay will be payable in respect of the period prior to 1st August, 1973.

(2) In the case of National Pay Scales 16 to 18 the pay scale shall be fixed at the stage equal to and, if there be no such stage, at the stage next above, the aggregate of the following :-

104

(b) an amount of increase, to be determined in accordance with the following formula:-

National Scales of Pay in  
Which pay is to be fixed.

16

Increase over existing pay

10 percent subject to a  
minimum of Rs. 30/- and a  
maximum of Rs. 60/-  
Rs. 60/-

17 and 18

(3) Subject to the provisions of section 11- in the case of National Pay Scales No. 19 and 20, the pay shall be fixed at the stage next above the existing pay;

(4) Fixation of pay in the manner prescribed in sub-sections (2) and (3) of this section shall be subject to the condition that the maximum of the relevant National pay Scale is not exceed.

(5) The teachers who enter the service of the University on or after the 1st March, 1972, shall not be allowed the benefit of fixation of pay under sub-section (2) and 3) : they shall be deemed to have been appointed at the minimum of the relevant National Pay Scale.

6. Pay to be fixed both in substantive temporary officiating posts.

The pay of every teacher covered by section 5 shall be fixed both in the scale of his substantive post and the scale of the post held by him in temporary or officiating capacity

105



*Increments in the National Pay Scales.*

- (1) The increments in the National Pay Scales shall fall due on the 1st Day of December, following the completion of at least six months service at a stage in the relevant National Pay Scale.
- (2) The lecturers in the National Pay Scale No. 17 will also get one increment with effect from 1.12.74 and no arrears will be payable on this account.

*8. Admissibility of next higher National Pay scale after reaching the maximum of a lower scale.*

- (1) Subject to the provisions of sub-Section (2) a teacher who has reached the maximum of National Pay Scale No. 16 or 17 shall be brought on to National Pay Scale No. 17 or 18 respectively, with effect from 1st December of the year in which he completed three years of such Service at the above mentioned maximum as counts for increments under the rules, subject to the condition that he has earned in succession from the year of reaching of maximum upto the year of moving over (both years included) annual Confidential Reports without any adverse entry. If this condition is not fulfilled, such teacher shall wait at the maximum till he has earned in succession, the requisite number of reports without an adverse entry, and his move-over to the next higher scale shall take effect from the 1st of December of the year following the one for which the last such report is earned.
- (2) A teacher, who will be adjusted in, or whose basic pay scale is National Pay Scale No. 16, will be

allowed to move over only upto National Pay Scale No. 17 and a teacher who will be adjusted in or whose basic pay scale is National Pay Scale No. 17 will be allowed to move-over only upto National Pay Scale No. 18.

- (3) When a teacher is allowed to draw pay in the next higher National Pay Scale under sub-Section (1) his pay in the higher scale shall be fixed at a stage equal to the maximum of the lower National Pay Scale, and, if there is no such stage at the next lower stage with personal pay equal to the difference. The personal pay will be absorbed in future increments.

*9. Fixation of Pay on promotion.*

- (1) Subject to the provisions of Section 10, in the case of promotion from a lower to a higher post, where the stage in the National Pay Scale of the higher post next above the substantive pay of the university teacher concerned in the National Pay Scale of the lower post, gives a pay increase equal to; or less than a full increment in the pay scale of the higher post, the initial pay in the National Pay Scale of the higher post will be fixed after allowing a premature increment in the National Pay Scale of the higher post; Provided that a teacher who is promoted from National Pay Scale No. 17 to National Pay Scale No. 18 after the expiry of a period of three years from the date of his reaching the maximum of National Pay Scale No. 17, shall be allowed a minimum benefit equal to two increments in the National Pay Scale No. 18.
- (2) If, by virtue of the benefit admissible under section 8, a teacher is already drawing pay in the National

Pay Scale of the higher post at the time of his promotion, he will be allowed one advance increment in the scale with effect from that date of his promotion.

Provided that if the promotion is from post carrying National Pay Scale No. 17 to a post carrying National Pay Scale No. 18 the teacher shall allowed two advance increment in the higher scale.

(3) All existing rules or orders allowing minimum benefit to the University teacher on promotion from a lower to a higher post shall cease to be applicable to the University teacher drawing pay in the National Pay Scale with effect from the date he starts drawing Pay in the National Pay scale i.e. 1st March, 1972.

(10) If a teacher, in National Pay Scale No. 17 is appointed to a post in National Pay Scale No. 18 before he enters the 7th year of his service, he shall draw the minimum of National Pay scale No. 18 and the next increment in that scale shall accrue to him on the 1st day of December, following the completion of the 7th year of service.

11. *Admissibility of full pay of the post in the N. P. S. No. 19 & above.*

If a teacher is appointed to a post carrying National Pay Scale No. 19 or National Pay Scale No. 20 (hereinafter referred to as the said post) on or after the date from which he has opted for the National Pay Scales, but has not, on the day of his appointment to the said post, completed the minimum length of Class-I service prescribed for such post in column 5 of the Schedule, he shall be entitled to the

minimum of the National Pay Scale prescribed for the said post only from the date he completes the prescribed minimum length of service and till such time as he completes the prescribed minimum length of service, he shall be entitled to :-

(a) The Pay admissible to him from time to time in the lower post held by him immediately before his appointment to the said post; and

(b) The difference between the pay referred to in clause (a) and the minimum of the National Pay Scale of the said post reduced by twenty percent of the difference for every year or part of the year by which his service falls short of the prescribed length of service subject to a maximum reduction of eighty percent.

Provided that in the case of post mentioned in Section 11 for which the remuneration laid down in that section is pay in a time scale plus a special pay, the special pay shall not be affected by this section :

12. There shall be no Selection Grade in the National pay Scales.

13. *Saving.*

All existing University Ordinances, Statutes, rules orders etc, shall be deemed to have been modified to the extent indicated in this ordinance. All existing University Ordinances, Statutes, rules, orders etc., not modified shall continue to be in force.



14. *Appeal to Anomaly Committee.*

If individual cases of undue hardship and anomalies that may arise out of the application in the National Scales will be referred to an Anomaly Committee to be appointed by the Syndicate and the Committee may, on the recommendation, of the said Committee relax any condition for reasons to be recorded in writing.

15. *Amendments to or modifications in the Schedule.*

The University may, from time to time add to or modify the Schedule with such conditions as it may deem fit.

16. *Teachers engaged on contract.*

The University teachers engaged on contract shall continue to draw their covenanted pay for so long as they hold the post in which they were recruited but if they are employed in any other post they shall either draw the pay of the latter post as prescribed in the Schedule or the covenanted pay whichever is more beneficial to them.

17. The Qualifications and experience for appointment and recruitment th various cadres of the teachers shall be as below:-

(a) *Lecturers:* 1st Class Master's Degree in Arts and Science/1st Class B. Sc, (Eng)/1st Class LL.B. or equivalent qualifications.

(b) *Assistant Professor:-*

(i) Educational Qualification as in (a) above and 6 years teaching/research experience

in a recognised University or a post-graduate institution as a Lecturer or professional experience in a national or international organization.

OR

(ii) Master's degree (Foreign) or M. Phill. from a Pakistani University plus 4 years experience in a recognised University as a Lecturer or professional experience in the relevant field in a national or international organization.

OR

(iii) Ph. D. with 2 years teaching/research experience in a recognised University or professional experience in the relevant field in a national or international organisation.

(c) *Associate Professors :*

(i) Master's Degree/B. Sc. (Engg)/Architecture/Town Planning/LL.B. with 13 years teaching/research experience in a recognised university or professional experience in the relevant field in a National or international organization plus five research publications in journals of international repute.

OR

(ii) Ph. D. with 10 years teaching experience in a recognised university plus 5 research publications

III

in journals of international repute.

(d) *Professors.*

(i) Master's degree/M. Phill. with 18 years teaching and research experience in a recognised university plus 8 research publications in journals of international repute.

(ii) Ph. D. with 15 years teaching and research experience in a recognised university plus 8 research publications in journals of international repute.

(e) (c) (i) and (d) (i) above will remain operative only for a period of 5 years to provide opportunities to existing members of the staff in the University to improve their qualifications.

(f) For a period of two years publications in lieu of research will be evaluated by a Committee to be set up by the University Grants Commission.

(g) In case of any difficulty in determining the equivalence of degrees and experience in technical and professional subjects, the University Grants Commission will be consulted.

18. *Admissibility of advance increment.*

(i) Lecturers with Ph. D. will get six advance increments on entry into service in the University. Those with M. A./M. Sc. from a foreign University

or M. Phill. from a University in Pakistan will receive four advance increments.

(ii) For in-service teachers four advance increments will be given for obtaining a Ph. D. (to be completed within four years) two for M.A./M.Sc. (from abroad) and two for M. Phill. in addition to their normal increments.

(iii) In order to attract talent to the University two increments over the initial stage will be given to a fresh entrant as Lecturer if he is a first-Class first or he is a first divisioner throughout i.e. from Matric to M.A./M. Sc. and one increment for a person who has secured first Class in three out of four examinations or first class in two Examinations.

Additional increments at the above rates may be given to the existing incumbents in the categories of lecturer mentioned in (ii) if the same have not already been given to them.

Note:-

19. *Residential accommodation.*

University teachers not provided with accommodation by the University will be paid House Rent Allowance at the rate of 15 percent of the minimum of the National Pay Scale of the incumbent.



ANNEXURE 'A'  
OPTION FORM

I, ..... opt/do not opt for the National Pay Scales introduced by the University of Baluchistan Quetta Teachers (Pay Revision) Rules, 1974 with effect from .....

I fully understand that the option once exercised, is final.

Signature, .....

Name in block letters .....

Father's Name .....

Designation .....

Department .....

No.	National Scales of Pay.	Posts to which applicable.	Scale of which Posts the maximum of the Consolidated Pay	Prescribed Length of Class - I Service.
1.	2,300-100-2,600.		exceed Rs. 2,150 but does not exceed Rs. 2,600.	15 years
2.	1,800-80-2,200.		exceed Rs. 1,699 but does not exceed Rs. 2,150.	12 years
3.	1,000-75-1,750 (Senior Class-I).		exceed Rs. 1,150 but does not exceed Rs. 1,699.	5 years
4.	500-50-1,000/50-1,250 (Junior Class I).		exceed Rs. 925 but does not exceed Rs. 1,150.	Nil

National Scales of Pay for Gazetted Government Servants.

# UNIVERSITY OF BALUCHISTAN

## NOTIFICATION

Dated QUETTA, the 17.9. 1978.

No. Estt./RUB/1579. /

In Exercise of the powers conferred by Section 28 read with section 14 of the Baluchistan University Ordinance, 1970 the Syndicate is pleased to make the following rules, namely :-

1. Short title, and commencement. (1) These rules may be called the University of Baluchistan Employees Service Rules, 1978. (2) They shall come into force at once.

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

(a) "*Competent Authority*" in relation to the exercise of any power means :-

(i) The Syndicate exercising the powers vested in it by the University of Baluchistan Ordinance No. 1 of 1970, or any officer to whom such powers have been delegated by the Syndicate.

(ii) The Vice Chancellor exercising the powers vested in him by the University of Baluchistan Ordinance No. 1 of 1970, or any officer to whom such powers have been delegated by the Vice Chancellor.

## SCHEDULE

Designation of the Posts.	Existing Pay Scales.	National Pay Scales.	Prescribed length of service under Class - I the Govt./the University
Lecturer.	Rs. 450-50-1,050.	Rs. 500-50-1,000/50-1,250 No. 17.	Nil
Assistant Professor.	Rs. 600-50-1,250.	Rs. 1,000-75-1,750. No. 18.	5 years
Associate Professor.	Rs. 975-75-1,700.	Rs. 1,800-80-2,200 No. 19.	12 years
Professor.	Rs. 1,200-100-2,200.	Rs. 2,300-100-2,600 No. 20.	15 years



(b) "Cadre"

Means a part of University service sanctioned or prescribed as a separate Unit.

(c) "Employee"

Means a person serving under the University of Baluchistan whose pay is debitable to the University fund.

(d) "Foreign Service"

Means service in which a University Employee receives his pay with the sanction of the University from any source other than the University fund.

(e) "Honorarium"

Means a recurring or non-recurring payment granted to an employee from the University fund as remuneration for special work of an occasional character with the sanction of the competent authority.

(f) "Lien"

Means the title of a University employee to hold substantively either immediately or on the termination of a period of absence, permanent post to which he has been appointed substantively.

(g) "Officiate"

Means officiating in a post by an employee when he performs the duties of a post on which another person holds lien or when he is appointed to officiate in a post on which another person holds lien.

(h) "Pay" means the amount drawn monthly by a University Employee as:

(i) the pay granted in view of his personal qualifications which has been fixed for a post held by him substantively or in a temporary or officiating capacity or to which he is entitled by reasons of his position in a cadre.

(ii) Special pay, technical pay, personal pay or any other emoluments which may be specially classed as pay.

(i) "Temporary Post" means a post carrying a definite rate of pay sanctioned for a Limited period.

All other terms and expressions not expressly specified herein, shall carry the meaning and sense as assigned to them under University of Baluchistan Ordinance No. 1 of 1970.

"Extent of Application"

3. (1) Except as otherwise provided, these rules shall apply to all persons in the service of the University whose pay is debitable to the University fund.

(2) These rules shall not apply to :-

(a) any employee between whom and the University a specific contract or agreement of service subsists.

(b) any person in the service of a Provincial or Central Government or other Universities who has been deputed to serve under the University on special terms and conditions.

(c) any employee or class of employees to whom the Syndicate, may, by general or special order, direct that they shall not apply in whole or in part.

4. In case of depute, the power of interpreting the meaning of these rules is reserved to the Vice Chancellor and the Syndicate.

PART - II

(GENERAL PROVISIONS)

Classification of the University Service

5. (1) For purpose of University Service, employees will be divided into two main categories namely (a) the Academic and (b) the non-Academic. The academic staff shall be further divided into the following cadres, namely :-

- (i) Professors.
- (ii) Associate Professors.
- (iii) Assistant Professors.
- (iv) Lecturers.

(2) The non-academic staff shall be divided into the following cadres/sub cadres, namely :-

(a) Statutory Officers. (Excluding the Vice-Chancellor) namely :-

- (i) Registrar.
- (ii) Treasurer.
- (iii) Controller of Examinations.

(b) Other Officers

- (i) Deputy Registrar/Deputy Controller of Examinations/Planning & Publications officer.
- (ii) Assistant Registrar/Assistant Controller of Examinations.

(3) Technical Staff

(a) Library Staff

- (i) Librarian.
- (ii) Deputy Librarian.
- (iii) Assistant Librarian.
- (iv) Cataloguer.
- (v) Classifier.

(b) Engineering Staff

- (i) University Engineer.
- (ii) Assistant Engineer.
- (iii) Overseer.
- (iv) Electrician/Mason-cum-Carpenter.
- (v) Pipe Fitter/Plumber/Care-Taker.

(c) Laboratory Staff

- (i) Laboratory Supervisor.
- (ii) Senior Laboratory Assistant/Senior Storekeeper.
- (iii) Laboratory Assistant/Storekeeper.
- (iv) Laboratory Attendant.

(d) Workshop Staff

- (i) Mechanic/Technician.
- (ii) Assistant Mechanic/Assistant Technician/Carpenter.

4. Audit and Accounts Staff

- (i) Auditor.
- (ii) Audit Officer/Accounts Officer.
- (iii) Purchase Officer.



5. *Sports Staff:*  
 (i) Sports Officer.
6. *Personal Staff:*  
 I. Secretary to V. C./P. A. to Registrar/Treasurer/  
 Controller of Examinations  
 ii. Stenographers.  
 iii. Stenotypists.
- (7) *Ministerial Staff:*  
 i. Superintendent.  
 ii. Assistant.  
 iii. Senior Clerk.  
 iv. Junior Clerk.
- (8) *Lower Staff*  
 Such as Peon, Malties, Chowkidars and others drawing equivalent scales.
6. Appointments of academic staff shall be made by the Syndicate on the recommendation of the Selection Board in the manner prescribed by the University of Baluchistan Ordinance No. I of 1970.
7. Appointments to administrative posts in scale No. 16 and above shall be made by the Syndicate on the recommendation of the Vice Chancellor.
8. All other appointments shall be made by the Vice Chancellor in accordance with the provisions of the University of Baluchistan Ordinance No. I of 1970, provided that the Vice-Chancellor may delegate in writing the power of appointment of employees upto NPS No. 15 to such officers as he may determine.
9. The whole time employee shall be at the disposal of the University

10. No. whole time employee of the University shall except with the prior permission of the competent authority, engage himself/herself directly or indirectly, in any trade, occupation, business or calling other than his/her official duties under the University, provided that such prohibition shall not prevent an employee from accepting the examination work.

11. An employee, shall, however, be eligible to receive without special permission any award offered by the Central or Provincial Governments, or Autonomous Body, Public Endowment or Trust in recognition of his/her merit, distinction, research or any other achievement.

12. A competent authority may appoint an employee to hold temporarily two or more posts or to officiate in two or more posts at a time provided that the duties of his substantive post does not suffer.

### PART III CONDITION OF SERVICE

#### 13. *Age of Entry into Service :*

No person on non-academic staff who is less than 18 years and more than 30 years of age shall be appointed to the University service by initial recruit recruitment, provided the appointing authority, may in the University interest, waive the age limit subject to physical fitness.

#### *Probation :*

A person appointed to the service against a substantive vacancy shall remain on probation for a period of two years, if appointed by initial recruitment.

Officiating service and service spent on deputation to a correspondence or a higher post may be allowed towards the period of probation. The period spent on leave, other than extra ordinary leave without pay will be included for reckoning the period of probation. The period of probation for promotion shall be one year.

15. If the work or conduct of a member of the service during the period of probation has been unsatisfactory the appointing authority may, notwithstanding that the period of probation has not expired, dispense with his services, if he has been appointed by initial recruitment, and if he has been appointed otherwise revert him to the lower post.

16. On completion of the period of probation of a member of the service, the appointing authority may, subject to the provisions of these rules confirm him in his appointment, or if his work or conduct has, in the opinion of such authority, not been satisfactory :-

- (i) in case he has been appointed by initial recruitment, dispense with his service or ;
- (ii) in case he has been appointed otherwise, revert him to the lower post.
- (iii) Extend the period of probation by period not exceeding one year in all, and during or on the expiry of such period pass such orders as it could have been passed during or on the expiry of the initial probationary period.

**Explanation:-**

(i) If no orders have been made by the day following the completion of the initial probationary period, the probationary period shall be deemed to have been extended for one year.

(ii) If no orders have been made by the day on which the maximum period of probation expires the probationer shall be deemed to have been confirmed in his appointment from the date on which the period of probation was last extended or may have been so extended.

**17. Qualification.**

No person shall be appointed to a post in the service by initial recruitment unless he possesses the qualifications prescribed for the post as shown in the attached Appendix C.

**18. Seniority.**

The seniority of Academic and non-academic staff shall be maintained within the cadres and sub-cadres as defined under clause I of part II of these rules.

17. The seniority interse of the members of the service shall be determined by the date of confirmation in a post provided that in the case of members who are either not confirmed or confirmed in the same category on the same date, or in any case not provided in the University rules, the seniority shall be determined in the following manner :-

- (a) Members recruited by promotion shall be senior to members recruited otherwise, provided that their date of appointment is the same.
- (b) In the case of permanent members of the service appointed to officiate against higher posts, their relative seniority in the time scale shall be fixed in accordance with their position on the permanent list of the time scale, namely the person who was senior as a junior clerk shall be senior as a senior



clerk to those who were junior to him on the permanent list of junior clerks. In other words, the seniority shall be recognised in accordance with the seniority in their substantive grade, irrespective of their date of promotion to officiate in higher post or posts.

(c) In the case of members who are recruited by initial recruitment an elder member shall by senior to a younger member, provided that their date of appointment and joining is the same and order of merit is not assigned by appointing authority, provided that if any member is reverted to his former post or is demoted temporarily and is subsequently reappointed to the post from which he had been reverted or reduced temporarily, his seniority in the post shall be determined by the appointing authority.

#### Mode of promotion and filling of Vacancies

20. The promotion from a lower to a higher post shall be made on the basis of qualification, seniority-cum-fitness. (Fitness means the official having good reports for the last three consecutive years).

21. (a) In scale I to 15 the vacancies shall be filled in the following manner :-

By promotion. = 66 % of total vacancies cadre-wise.

By direct Recruitment. = 34 % of total vacancies cadre-wise.

(b) In scale 16 and 18, the vacancies shall be filled in following manner :-

Seniority = 62% Direct = 38%

By promotion. = 50 % of the total vacancies.  
By direct Recruitment. = 50 % of the total vacancies.

(c) In scales 18 and above vacancies shall be filled by direct recruitment.

#### Notice of discharge.

22. (a) In case a temporary employee or such permanent employee whose posts are retrenched with the approval of the Syndicate reasonable notice shall be given by the University for termination of his services as detailed below :-

Permanent Employees. 6 months.

Temporary Employees.

i. For a member with one year's service or more, 30 days.

ii. For a member with six month's service or more but less than one year.

iii. For a member with less than six months service, 7 days.

(b) As a safeguard to this condition the temporary employees shall have to deposit pay for the above period if they resign and in case otherwise the University in lieu of any notice, herein provided for give a sum equivalent to the amount of pay for the period of notice that the prescribed limit equal to the amount of employee's pay for the period of which such a notice fall short.

(c) No employee of the University shall be permitted to leave the service unless he gives notice in writing for a period of thirty days if he is a confirmed

employee and for a period of fifteen days if otherwise failing which he should be required to forego his pay for that period provided that appointing authority, may at its direction, waive the condition of notice in special case for reasons to be recorded.

(d) The period of notice shall start from the date on which an employee gives notice in writing to the University.

#### *Efficiency and Discipline :*

23. In matters of punishments and appeals, the members of service shall be governed by the University of Baluchistan Efficiency and Discipline Rules, 1978.

#### *Pay Scales and Allowances :*

24. Subject to any change, increase or decrease by the competent authority, the University employees shall be allowed the scales mentioned in the attached appendix - A and B with the allowances as may be declared admissible from time to time. Those employees who have been appointed on deputation shall also be allowed to draw the same pay scales subject to the approval of their respective departments or Governments.

#### *Officiating/Dual Charge Allowance.*

25. Officiating/Dual Charge Allowance @ 20% of the higher scale shall be admissible to the members of service for officiating in a higher post, provided that the period of officiating in the higher post shall not be less than three months, provided further that for a period less than three months 10% of the higher grade shall be admissible for the period he holds the current charge of the higher post.

#### *Payment of Honorarium :*

26. Remuneration for work performed which is occasional in character and is of such special merit as to justify a special reward to be settled by competent authority shall be sanctioned to members of service.

#### *General :*

27. In case of those University teachers who are called upon to act as Examiners/Paper Setters/Practical examiners or Centre Inspector or Superintendents/Dy. Superintendents/Invigilator by the University of Baluchistan, no prior permission will be necessary. However in case of other Universities and Boards, prior permission of the competent authority shall be necessary in case of Supervisory appointments only.

#### *Grant of Advance Increments :*

28. An authority may grant a premature increment or increments to a member of the service in a time scale for the reasons to be recorded in writing. This shall, however, not be granted ordinarily but in the following circumstances, namely :-

- (a) In case of hardship on promotion from a lower post to a higher post.
- (b) Meritorious services.
- (c) On initial appointment in special circumstances.

#### *Permission for taking Examinations :*

29. All the University employees, irrespective of the post and grade, can get themselves registered as external candidates and take any examination of the University without payment of fees for two chances in one examination. Provided that in those classes which



are held in the evening the employees can be registered as a regular candidate, provided their official work does not suffer. Prior permission of the competent authority shall be necessary. All applications for such permission must be made well in time.

*Grant of Advance Increments on account of Improvement of Qualification.*

30. Advance Increment shall be admissible to the non-teaching staff of the University on account of passing the examination while in the service of the University provided that:-

- (a) Necessary prior permission for taking the examination is accorded by the competent authority.
- (b) The examination passed is higher than that of minimum academic/technical qualifications required for the post on which an employee is working.
- (c) Proper application has been submitted within three months of the announcement of result of the examination. After three months no application shall be entertained.
- (d) The examination passed must have direct relevance with the present nature of the job and must contribute to greater efficiency and ability of the employee in his/her present job.
- (e) No advance increment for passing examination higher than Master's Degree shall be given.
- (f) Employee on technical jobs will not get increment for passing general/academic examination except Matriculation/Intermediate examinations.

(g) advance increments shall be considered only for the following examinations ;

✓  
Matriculation, Intermediate (Arts/Science/Commerce), B.A./B. Sc./B. Com./M.A./M. Sc.

(h) Two advance increments shall be given in the pay scale drawn by an employee for passing one higher examination and two more advance increments for passing any other higher examination.

*Annual Increments and permission to cross Efficiency Bar :*

31. The normal annual increment shall be drawn unless withheld, under the rules framed by the competent authority and where an efficiency bar falls, the increment shall not be allowed without the specific sanction of the competent authority.

*Age of Retirement :*

32. The age of retirement of all the University Employees shall be 60 years, but the University may, subject to physical fitness, re-employ a teacher on the salary last drawn beyond the age of 60 years for a period not exceeding two years at a time till he attains the age of 65 years.

Provided that the powers of the Syndicate to make short term appointments for specified period or officers on probation shall not be limited in any manner whatsoever.

Provided further that in case of depositions, employees on transfer, loan etc. the age of retirement shall be governed by the rules of the parent departments of the officials/officer.

APPENDIX 'A'

(See Rule 24)

S. No.	Name of the Post.	Pay Scale No.	Pay Scale
1.	Vice Chancellor.	22	Rs. 3500-200-4250
2.	Registrar, Controller of Examinations, Treasurer and Librarian.	19	Rs. 2250-100-2750
3.	Planning & publications Officer, Deputy Registrar, Deputy Controller, Auditor, Deputy Librarian and University Engineer.	18	Rs. 1350-75-1650/100-2150
4.	Accounts Officer, Assistant Controller of Examinations, Sports Officer, Assistant Librarian, Assistant Engineer, Purchase Officer, & secretary to V.C.	17	Rs. 900-50-1150/60-1750
5.	Superintendent, Head-Cashier.	16	Rs. 625-40-825/50-1325
6.	Cateloguer (Library), Stenographers.	14	Rs. 520-30-730/35-1010
7.	Classifier, Technician, Overseer.	13	Rs. 490-30-790/32-950

*Acquisition of Lien:*

33. (a) Unless otherwise provided in these rules a University employee on substantive appointment to any permanent post acquire a lien on that post and ceases to hold any lien previously acquired in any other post.

(b) *Retention of Lien.*

A University employee holding substantively a permanent post retains a lien on that post;

- (i) While performing the duties of that post.
- (ii) While on Foreign Service or holding a Temporary post or officiating in another post.
- (iii) While on leave, and
- (iv) While under suspension.

*Relaxation:-*

34. Any of these rules may, for reasons to be recorded in writing, be relaxed in individual cases if the competent authority is satisfied that a strict application of the rule would cause undue hardship to an individual concerned or to the general administration of the University.

35. In all matters not expressly provided for in these rules members of the service shall be governed by such rules as have been or may hereafter be prescribed by the Syndicate and made applicable to them.



APPENDIX 'B'

(See Rule 24)

S. No.	Name of the Post	Pay Scale No.	Pay Scale
1.	Professor.	20	Rs. 2,600-125-3,225
2.	Associate Professor.	19	Rs. 2,250-100-2,750
3.	Assistant Professor.	18	Rs. 1,350-75-1,650-100-2,150
4.	Lecturers,	17	Rs. 900-50-1,150-60-1,750

APPENDIX 'C'

(See Rule 17)

ACADEMIC STAFF

1. *Lecturer*  
First Class Master Degree in the Subject or equivalent qualification.
2. *Assistant Professor*  
(i) First Class Master degree in the subject and six years teaching/research experience in a recognised University or a post graduate Institution as Lecturer or professional experience in a national or international organization.  
OR  
(ii) Master degree from a foreign University or M. Phil. from a local University and four years experience in a recognised University as a Lecturer or Professional experience in the relevant field in a national or international organization.

S. No.	Name of the Post.	Pay Scale No.	Pay Scale
8.	Assistants/Calligrapher.	11	Rs. 430-24-550/28-830
9.	Mason-cum-Carpenter, Junior Technician, Steno-typists.	8	Rs. 370-16-514/18-640
10.	Senior Clerks, Assistant Cashier, Senior Laboratory Assistant.	7	Rs. 335-14-447/16-575
11.	Junior Clerks, Lab. Assistants, Plumber, Pipe Fitter, Store-Clerk, Asstt. Technician, Care-Taker, & Head Malli.	5	Rs. 290-10-350/12-470
12.	Drivers, Gas Mistry.	3	Rs. 270-7-326/8-390
13.	Conductors.	2	Rs. 260-6-302/7-365
14.	Peons, Maltes, Coolies, Chowkidars, Lab. Attendants, Cash Attendant, Janitors, Daffaries, Book Binders and Sweepers.	1	Rs. 250-5-280/6-340

(See Rule 24)

APPENDIX 'A'

(Contd.)

OR

(iii) Ph.D. degree with two years teaching/research experience in a recognised University or professional experience in the relevant field in a national or international organization.

3. *Associate Professor*

(i) Master degree in the subject with 13 years teaching research experience in a recognised University or Professional experience in the relevant field in a national or international organization with five research publications in journals of international repute.

(ii) Ph. D. degree in the subject with 10 years teaching experience in a recognised University with five research publications in journals of international repute.

4. *Professor*

(i) Masters degree/M. Phil in the subject with Eighteen years teaching and research experience in a recognised University with Eight research publications in Journal International of repute.

OR

(ii) Ph. D. degree in the subject with fifteen years teaching and research experience in a recognised University with Eight research publications in Journal of International repute.

Admissibility of advance increments on entry into the service of the University will be governed by "Teachers National Pay Scales (Pay Revision) Ordinance 1975"

136

NON-ACADEMIC STAFF

1. *Registrar*

Masters degree from a recognised University with 13 years teaching or administrative experience in a University or Education Department at class-I level. Minimum Age 35 years.

2. *Treasurer*

Masters degree in Commerce or Business Administration with 13 years experience or C. A. with 10 years experience of accounts in position of responsibility in a University, Government or Education Department. Age 35 years.

3. *Controller of Examinations*

Masters degree from a recognised University with 13 years of teaching or administrative experience in Examination at class-I level.

4. *Librarian.*

Age 35 years

Master degree or Bachelors degree in Arts, Science or Commerce with Bachelors degree in library science with 13 years experience or Library administration at class-I level in any University or Organization of repute.

5. *Planning Officer.*

Second Class Master's degree, from a recognised University with 7 years experience of Planning work at a high level.

6. *Deputy Registrar.*

Second class Master degree in Arts/Science/Commerce with at least 7 years experience of teaching or administration at class-I level, in a University, Government Education Department or Scientific and Research organization.

137



7. *Deputy Contoller.*

Same as above but in addition experience in Examination work at class I level essential,

8. *Deputy Librarian.*

Second Class Masters degree in Library Science or Bachelors degree in Arts/Science or Commerce with Bachelors degree in Library Science with 7 years experience of library administration in a University or Research organization.

9. *Auditor.*

Second Class Masters degree in Commerce or Business Administration with 5 years experience or S.A.S. or any professional degree with 5 years experience or Bachelors degree in Commerce with 10 years experience in Audit and Accounts in a University, Government or research and autonomous organization.

10. *Engineer.*

Second class B.E. degree with 10 years experience in the field in a University, autonomous organization or Government Department.

11. *Assistant Registrar and Assistant Controller of Examination.*

Second class Master degree with 3 years experience of teaching or administration and examination in a University, Education Department or Research organization or Bachelors degree with 7 years experience at National Pay Scales 13 and above.

12. *Assistant Librarian.*

Bachelors degree in Library Science or Bachelors degree in Arts, Science and degree in Library Science with 5 years experience of Library work in a University or research organization.

13. *Accounts Officer.*

Second class M. Com with 3 years experience or B. Com with 5 years experience or S.A.S. with 3 years experience of Audit and Accounts work in a University or professional organization.

14. *Sports Officer.*

1. Graduate, (2) Outstanding in any sports. (3) Diploma in Physical Education. Capability to organise games and sports.

15. *Purchase Officer.*

B.A./B.Sc. with five years experience in purchase and Supplies of stores and Scientific Instruments in a University, Government or research organization.

16. *Assistant Engineer.*

Bachelors degree in Civil/Electrical Engineering or A.M.I., with five years experience as a Civil/Electrical Engineer.

17. *Overseer.*

Diploma in Civil/Electrical technology of three years course with experience of three years in the field.

18. *Superintendent.*

Bachelors degree with at least Eight years Office experience of which five years must be as office Assistant.

19. *Secretary to Vice Chancellor.*  
Bachelors degree with proficiency as Stenographer with good knowledge of public relations.
20. *Head Cashier.*  
Bachelors degree preferably in Commerce or Business administration with seven years experience in audit and accounts work.
21. *Cataloguer.*  
Bachelors degree with diploma in Library Science with 5 years experience of Library work.
22. *Classifier*  
Same as above but with only three years experience.
23. *Technician/Mechanic*  
B. Sc. or Diploma in Mechanical, Electrical or electric technology with five years experience in a University or research workshop.
24. *Assistant*  
Bachelors degree with four years experience as Senior Clerk or Intermediate with seven years experience as Senior Clerk in a University, Government or Autonomous Organization.
25. *Senior Laboratory Supervisor*  
B. Sc. degrees with 5 years experience as Jr. Laboratory Supervisor or Diploma in Mechanical/Electrical technology with 7 years experience of laboratory work.
26. *Junior Laboratory Supervisor. 8*  
Same as above but with 3 years experience as Senior Laboratory Supervisor.
27. *Stenographer*  
Intermediate Certificate with 3 shorthand as speed of 100 W.P.M. and typing speed of 60 W.P.M. or Matriculation with above speed in shorthand and typing having 3 years experience as Stenotypist.
28. *Stenotypist*  
Matriculate Certificate with shorthand speed of 60 W.P.M. & typing speed of 40 W.P.M. essential.
29. *Senior Clerk*  
Intermediate Certificate with 2 years office experience as Junior Clerk or Matriculate Certificate with 4 years experience as Junior Clerk.
30. *Senior Laboratory Assistant or Store Keeper*  
Intermediate in Science with 3 years experience as Laboratory Assistant or Store Clerk in a Science Department.
31. *Junior Clerk*  
Matriculate with clerical and typing experience.
32. *Laboratory Assistant/Store Clerk*  
Matriculate with Science with Laboratory and store experience.



## UNIVERSITY OF BALUCHISTAN

### NOTIFICATION

Dated QUETTA, the 17.9. 1978.

No. Estt./RUB/1580. /

In Exercise of the powers conferred by Section 28 read with section 14 of the Baluchistan University Ordinance, 1970 the Syndicate is pleased to make the following rules, namely :-

1. Short title, and commencement. (1) These rules may be called the University of Baluchistan Employees (Efficiency and Discipline) Rules, 1978.
2. They shall come into force at once.

### 2. Definitions

In these Rules, unless there is anything repugnant in the subject or context :-

- (a) "authority" means the officer or authority, specified in the appendix, competent to appoint and take disciplinary action against a University employees and includes an officer of the University authorized by such authority to act on its behalf;
- (b) "misconduct" means conduct prejudicial to good order of service, discipline or unbecoming a University employee and a gentleman, and

142

- (c) "penalty" means a penalty which may be imposed under these Rules.

### 3. Ground for Penalty

Where a University employee, in opinion of the authority, or in respect of clause (e), of the Chancellor

- (a) is inefficient, or has ceased to be efficient, whether by reason of infirmity or mind or, body, or otherwise and is not likely to recover his efficiency within a reasonable period; or

(b) is inefficient to his duties; or

(c) is guilty of misconduct; or

(d) is corrupt, or may reasonably be considered corrupt, because :

- (i) he is, or any of his dependents or any other person through him or on his behalf, is in possession (for which he cannot reasonably account) of pecuniary resources or of property disproportionate to his known sources of income,

(ii) he has assumed a style of living beyond his ostensible means; or

- (e) is engaged or is reasonably suspected of being engaged, in subversive activities or activities detrimental to the interest of the University or national security, or is reasonably suspected of being associated with others in such activities, and whose retention in service is considered prejudicial to the interest of the University or national security; or

143

- (f) becomes a member of or is associated in any capacity with an association of any kind other than an association organised by or under the aegis of the University, without obtaining prior permission of the Vice Chancellor in writing; or
- (g) is engaged directly or indirectly in any trade, business or occupation (on his own account) which may in the opinion of the appointing authority interfere with the due performance by him of the duties of his office, without the prior permission of the appointing authority in writing; or
- (h) is non-punctual or irregular in attendance to his duties; or
- (i) absents himself from duty or overstays sanctioned leave without sufficient cause acceptable to the appointing authority; or
- (j) exercises unwholesome influence or is reasonably suspected of exercising unwholesome influence on the academic moral and corporate life of the University; The authority or the Chancellor, as the case may impose on him one or more penalties.

#### 4. Penalties :-

(1) The following penalties may be imposed under these Rules upon a University employee :-

- (a) censure;
- (b) the withholding of increment, including stoppage at an efficiency bar for a specified period;
- (c) recovery from pay of the whole or part of any pecuniary loss, caused to the University by negligence or breach of orders;

- (d) reduction to a lower post or time-scale or to a lower stage in a time-scale;
- (e) compulsory retirement;
- (f) removal from service; and
- (g) dismissal from service.
- (2) Penalties specified in clauses (a) and (b) of paragraph 4 (1) shall be deemed, for the purposes of these Rules to be minor penalties and those specified in clauses (c) to (g) of that paragraph to be major penalties.
- (3) Removal does not, but dismissal does, disqualify from future employment under the University.

(4) For misconduct any penalty in paragraph 4 (1) may be imposed but the penalties to be ordinarily imposed for inefficiency, indifference, non-punctuality and irregularity in attendance duties, becoming a member of an association without permission, engaging directly or indirectly in trade without permission or absenting himself from duty or overstaying sanctioned leave shall be those set out in clause (b), (c), (d), and (e) of that paragraph and for corruption

5. No authority, subordinate to that by which a University employee was appointed, shall be competent to impose upon him any penalty set out in clause (d), (e), (f) or (g) of Paragraph 4 (1).

Explanation :- The discharge -

- a. of a person appointed on probation, during the period of probation.
- b. of a person appointed otherwise than under contract to hold a temporary appointment, on the expiration of the period of the appointment or



6. of a person engaged under contract, in accordance with the terms of his contract. does not amount to removal or dismissal within the meaning of these Rules.

5. Inquiry procedure in cases of subversion :- (1) when University employee is to be proceeded against under clause (e) of Rule 3, the Chancellor -

(a) may, by order in writing, require the University employee concerned to proceed on such leave as may be admissible to him, and from such date as may be specified in the order;

(b) shall, by order in writing, inform him of the action proposed to be taken in regard to him and the grounds of that action; and

(c) shall, give him reasonable opportunity of showing cause against that action, before an Inquiry Committee, to be constituted under Rule 5 (2), to inquire into the charge.

provided that no such opportunity shall be given where the Chancellor is satisfied that, in the interest of the security of Pakistan, it is not expedient to give such opportunity.

(2) For the purpose of clause (c) of Rule 5 (1), an Inquiry Committee consisting of three persons shall be constituted by the Chancellor,

(3) The Inquiry Committee shall inquire into the charge and submit its findings to the Chancellor.

(4) The Chancellor shall not be required to consult the authority of the Selection Board before passing such order on the findings of the Inquiry Committee as he may think fit.

6. Inquiry Procedure in other cases :- (1) When a University employee is to be proceeded against under clause (a), (b), (c), (d), (f), (g), (h), (i), or (k) of Rules 3, the following procedure shall be observed.

2. The authority may, if it thinks fit, appoint an Inquiry Officer to examine and report on the allegations against the University employee (hereinafter called the accused), to enable the authority to decide whether a formal Inquiry should be held and the Inquiry Officer may also informally examine the accused.

3. If the authority decides that a formal Inquiry should be held, it shall decide further whether the allegation, if established would call for a minor or a major penalty.

4. (a) In cases calling for a major penalty, the following procedure shall be followed. The authority or such officer as may be appointed by it in that behalf, shall frame a charge, COMMUNICATE it to the accused and call upon him to answer it within a specified time, which shall not be less than seven days not more than fourteen days from the day the charge is communicated to him, and to state together with his answer, whether he desires to be heard in person or to lead evidence in defence.

(b) On receiving the answer, the authority, or the said officer, shall if satisfied that there is a prima facie case, and if the accused has so desired, give him the opportunity to be heard in person and to lead evidence in defence.

(c) If the accused fails to answer within the specified time, or having answered, fails to appear or absents himself from the proceedings, the authority or the said officer may proceed with the inquiry and record a finding.

(d) The authority shall take into consideration the explanation of the accused and the evidence, if any, led by him in his defence before passing final orders.

5 a) In cases calling for a minor penalty the following procedure shall be followed. The authority having power to impose the penalty shall frame and communicate it to the accused together with a statement of the allegations on which it is based and of any other circumstances which the authority proposes to take into consideration when passing orders on the case.

b) The authority shall require the accused, within a reasonable time, which not be less than seven days not more than fourteen days, from the day the charge has been communicated to him, to put in a written defence, stating at the same time whether he desires to be heard in person.

c) If the accused so desires, or if the authority so directs, an Inquiry Officer, to be appointed under Rule 8 shall hold an oral inquiry at which oral evidence shall be heard as to such of the allegations as are not admitted, and the accused shall be entitled to cross-examine the witnesses against him, to give evidence in person and to have such witnesses called for the defence as he may wish :-

Provided that the Inquiry Officer, may, for reasons to be recorded in writing, refuse to call a particular witness or to summon or admit any particular evidence.

d) The proceedings shall contain a sufficient record of the evidence led at the enquiry and the Inquiry Officers report of his findings and the grounds thereof.

6. Nothing in Rule 6 (5) shall apply :-

(i) Where the accused is dismissed or removed from service or reduced in rank on the ground of conduct which has led to a sentence of fine or imprisonment ;

(ii) Where the authority competent to dismiss or remove a person or to reduce him in rank is satisfied that, for reason to be recorded by that authority, it is not reasonably practicable to give the accused an opportunity of showing cause.

7. Power to order medical examination as to mental or bodily infirmity :-

Where it is proposed to proceed against a University employee on the ground of inefficiency by reason of infirmity of mind or body, the authority may, at any stage, require the University employee to undergo a medical examination by a Medical Board and the report of the Board shall form part of the Board shall form part of the proceedings-

2. If University employee refuses to undergo such examination, his refusal may, subject to the consideration of any grounds he may give in support of it, be taken into consideration against him as showing that he had reason to believe that the result of the examination would prove unfavourable to him.

8. *Appointment and procedure of Inquiry Officer :-*

1. Where a University employee is proceeded against under clause (a), (b), (c), (d), (f), (g), (h), (i), or (k) of Rule 3, and the authority has decided that the case calls for a major penalty, the authority shall appoint an Inquiry Officer to conduct the proceedings.



shown by the accused before passing final orders.

#### 10. Reference to the Selection Board.

1. Subject to the provisions of subrule (4) of Rule 5, all proceedings under these Rules in which any penalty is proposed to be imposed on a University employee shall, in the case of employees whose scales of pay carry an initial salary of three hundred rupees or more, be forwarded to the Selection Board/Syndicate with a statement of the grounds and the penalty proposed.
2. The Selection Board shall tender its advice within twenty days or such longer period as may be allowed by the Syndicate and the authority shall take the advice into consideration before passing final orders.

#### 11. Suspension.

1. A University employee against whom action is proposed to be taken under clause (b), (c), (d), (f), (g), (h), (j), or (k) of Rule 3, may be placed under suspension for a period not exceeding three months, if, in the opinion of the authority, suspension is necessary or expedient.
  2. A University employee against whom action is to be taken under clause (e) of Rule 3, may be placed under suspension for a period not exceeding three months if, in the opinion of the Chancellor, suspension is necessary or expedient.
12. *Provident Fund, Gratuity, etc., of the University employees compulsory retired, removed or dismissed.*
1. Subject to any order of the authority, or the Chancellor

2. The Inquiry Officer shall hear the case from day to day and no adjournment shall be given except for reasons to be recorded in writing. Every adjournment, with reasons therefor, shall be reported forthwith to the authority. No adjournment shall be given for more than a week.

3. If the Inquiry Officer is satisfied that the University employee proceeded against is hampering or attempting to hamper the progress of the inquiry he shall administer a warning, and if thereafter he is satisfied that the accused is acting in disregard of the warning, he shall record a finding to that effect and proceed to complete the inquiry in such manner as he thinks best fitted to do substantial justice.

4. The Inquiry Officer, shall within ten days of conclusion of the proceedings, or such longer period as may be allowed by the authority, submit his findings and the grounds thereof to the authority.

#### 9. Notice of proposed penalty to be given to the accused.

1. The authority shall consider the report of the Inquiry Officer and if upon such consideration it is of the opinion that a penalty should be imposed upon the accused it shall provisionally determine the penalty to be imposed and shall so inform the accused and supply him with a copy of the report and call upon him to show cause within a reasonable time, which shall not be less than seven days nor more than fourteen days, why the penalty should not be imposed.

2. The authority shall take into consideration any cause

as the case may be, as to the amount of provident fund or gratuity to be paid, a University employee compulsorily retired shall, except as hereinafter provided, be entitled to such Provident fund or gratuity benefits as would have ordinarily been admissible to him on the date of his retirement under the University Rules applicable to his service or post if he had been discharged from service on account of the abolition of his post without alternative suitable employment being provided.

2. Subject to any order of the authority or of the Chancellor, as the case may be, made on compassionate grounds, a University employee who is removed or dismissed shall not be entitled to any provident fund or gratuity benefits accruing from University contributions to his provident fund account.

### 13. *Re-Instatement.*

1. If a University employee, proceeding on leave in pursuance of an order under Rule 5 (1) (a) is not dismissed, removed, reduced in rank or compulsorily retired, he shall be reinstated in service, or as the case may be restored to his rank or given at equivalent rank, and the period of such leave shall be treated as duty on full pay.

2. Reinstatement after suspension shall be governed by the relevant University Rules.

### 14. *Appeal.*

A University employee on whom a penalty is imposed shall have the right to prefer an appeal, within

fifteen days of the receipt by him of the order imposing the penalty, to the appropriate appellate authority specified in column 5 of the Appendix amended to these rules,

Provided that where the penalty is imposed by order of the Chancellor there shall be no appeal but the person concerned may apply for a review of the order.

15. (1) These Rules shall supersede all University Rules relating to the efficiency and discipline of the University employees.

(2) Notwithstanding the supersession of the University Rules referred to in sub-rule (1) above (hereinafter referred to as the said Rules) any departmental inquiry or proceeding pending immediately before the coming into force of the Rules, shall be completed and orders passed hereon as if the said Rules had not been superseded.

### 16. *Power of Syndicate to issue instructions.*

For the purpose of these Rules, the Syndicate may, from time to time, issue instructions for the maintenance of appropriate standards of efficiency, good conduct, discipline and integrity.



UNIVERSITY OF BALUCHISTAN  
EMPLOYEES EFFICIENCY & DISCIPLINE RULES.

(see Paragraph 14 of the above said rules).

S. No. Class of Employees. Appointing authority, Authority to take Appellate authority. disciplinary action

- 
- |    |   |                  |                  |             |
|----|---|------------------|------------------|-------------|
| 1. | All members of teaching staff and non-teaching staff in pay Scale No. 16 and above. | Syndicate.       | Syndicate.       | Chancellor. |
| 2. | Non teaching staff other than 1 above.  | Vice-Chancellor. | Vice-Chancellor. | Syndicate.  |

**PART III**  
**(RULES & REGULATIONS)**

THE UNIVERSITY OF BALUCHISTAN TRAVELLING  
ALLOWANCE RULES

1. *Short Title :-*

These rules may be called the University of Baluchistan Traveling Allowance Rules.

2. *Commencement.*

They should come into force with effect from Annual S.S.C. Examination, 1974. The other rules in force before coming into force of these rules shall stand rescinded provided that any other issued by any competent authority under these rules, if not repugnant to these rules continue to apply until expressly rescinded or modified by competent authority under these rules.

3. *Extent of Application:-*

These rules shall apply to:-

- (i) All employees of the University.
- (ii) All persons appointed temporarily for Conduct of examinations, Examiners and Sub Examiners for attending meeting, with the permission of their employers, if any.
- (iii) Members of Syndicate/Academic Council and other



Committees.

(iv) officers on deputation with the University from Provincial/Central Government or Universities if their terms and conditions of deputation permit so.

4. *Controlling Officer.*

For the purpose of these rules the Controlling Officer means

- (i) Vice Chancellor in case of Departments/Section
- (ii) Registrar in case of all others.
- (iii) Controller of Examinations in case of Examination.

5. Headquarter of the University is Quetta.

6. "Month"

means a month reckoned according to British Calendar.

7. "Pay"

Includes Special pay, Qualification pay, Technical pay and all other emoluments which may specially be classed as pay. In case of a reemployed person, whose pension is not held in abeyance pay includes pension drawn by him provided that if the total of pay and pension exceeds the maximum of the scale of the post held during reemployment, the maximum pay of such scale such be deemed the pay.

8. Countersignature by the Controlling Authority. No. bill for Travelling Allowance shall be paid, unless it is signed or counter-signed by the Controlling Officer.

9. Duties of Controlling Authority. Before signing or countersigning a T.A. Bill the Controlling Officer shall:-

(1) Scrutinise the necessity, frequency and duration of journey and halts for which T.A. is claimed and disallow the whole or any part of T.A. claimed for a journey or halt if he considers that the journey or halt was unnecessary or unduly protracted or that a halt was of excessive duration.

(2) scrutinise carefully the distances entered in T.A. bill and satisfy himself that double payment for one and the same journey is not passed.

(3) satisfy himself that where T.A. is drawn, it is not considered to be a source of income, but the actual amount is claimed.

(4) satisfy himself that mileage allowance for journey by rail or other public conveyance has been claimed at the rate applicable to the class of accommodation actually used. (Public conveyance means a railway train, steamer, bus or other conveyance which plies regularly on a given course for conveyance of passengers).

10. Journey for which Travelling Allowance may be drawn.

- (i) to attend tours.
- (ii) to attend course/training/examinations centres.
- (iii) to give evidence in the court or to attend an enquiry or Conference deemed to be necessary by

the Controlling Authority.

(iv) any other purpose authorised by the Vice Chancellor,

II. For the purpose of determining class for Railway journeys and calculating daily and mileage allowances, there shall be different rates as scheduled below. Payment shall be made at the rates fixed for the class to which a person is entitled according to his status :-

Cate- gory.	Class (per mensum)	R/Fare.	M/Allow.	D.A.
I	(i) on Rs. 2200 or more	A.C.C.	Ps. 75	Rs. 25/-
II	(ii) From 1700 to 2199	A.C.C.	Ps. 62	Rs. 20/-
	(iii) From 1201 to 1699	A.C.C.	Ps. 62	Rs. 15/-
	(iv) From 925 to 1200	A.C.C.	Ps. 62	Rs. 12/-
	(v) From 750 to 924	A.C.C.	Ps. 50	Rs. 10 3/4/-
II	(i) From 451 to 749	1st class	Ps. 50	Rs. 9/-
	(ii) From 325 to 450	1st class	Ps. 50	Rs. 9/-
III	(i) From 275 to 324	2nd class	Ps. 37	Rs. 7 3/4/-
	(ii) From 151 to 274	2nd class	Ps. 37	Rs. 7 1/4/-
	(iii) From 100 to 150	3rd class	Ps. 37	Rs. 6/-



- (3) Double the ordinary rates of Daily Allowance are admissible for halts at Karachi, Rawalpindi, Islamabad, Lahore and Peshawar and  $1\frac{1}{2}$  for halts at Multan, Lyallpur, Hyderabad and Quetta.
- (4) Daily allowance only will be allowed to the person who uses University Transport upto the place of destination.
- (5) Travelling Allowance may not be drawn for any journey during which a person does not reach a point outside radius of five miles from his headquarter or beyond municipal limits of the place where his headquarter is located whichever is further.
- (6) The mileage allowance for journey by railway admissible is the fare actually paid for the journey in a class of accommodation to which he is entitled or in a lower class plus half of the fare of the class of accommodation to which he is entitled. Government tax and such other taxes or surcharge if any actually paid with the fare should be included in the mileages allowance.
- (7) An officer is required to travel by the class of accommodation under which travelling is admissible to him. If for reasons he or any other person for whom travelling allowance can be claimed under these rules, travels in a lower class of accommodation he shall be entitled to the fare of the class of accommodation used by him actually.
- (8) (a) A day shall mean 24 hours or fraction thereof which shall not be less than eight hours.  
 (b) The period of journey shall commence from the hour a person leaves his Headquarter and

shall terminate at the hour he returns to his Headquarter or reaches his destination as the case may be.

- (c) No Daily Allowance shall be admissible for the journey performed by an official for which ordinarily no T. A. claim is admissible or journeys within five miles/corporation limit from his Headquarter.
- (d) If officers travel by a route, which is not the shortest but is cheaper than the shortest, his mileage allowance should be calculated on the routes actually used.

### (9) Daily Allowance

- (a) Daily Allowance is a uniform allowance for each day of absence from headquarter which is intended to cover the extra daily expenditure incurred by an officer in consequence of such absence. A day is to be reckoned from midnight. A part of day at the commencement or end of the tour is to be reckoned as a full day, if it is 8 hours or more, and half day if it is less than 8 hours but more than two hours. Daily Allowance at half rate will be admissible for day. A part of day less than two hours is to be ignored for the purpose of Daily Allowance. In case of journey by rail no daily allowance is admissible for journeys days but for the day of arrival at and departure from the place of temporary duty, half the normal daily allowance shall be admissible.

- (4) Unless otherwise entitled to higher class, Medical and Legal Practitioners Lady superintendents and Lady Deputy Superintendents of examinations added members of Public and other attending meetings of the University Bodies, shall be considered as officers of Category II (ii).
- 12 Mileage at above rates are allowed from Station/Airport to residence and Vice Versa. A certificate to this effect will suffice.
- 13 A lady travelling on University business shall be treated as an officer of category II (ii) unless entitled to a higher class on her own or husband's pay or declared income as supplied to income tax Department) or in accordance with the classification (Rule 11).
- 14 Examiners and all other persons shall be paid according to their pay or declared income (as per supply to Income Tax Department) unless otherwise entitled to higher rate under the classification (Rule 11) or under any of these rules.
- 15 University Clerks and peons accompanying the Vice Chancellor and the Registrar, when leaving the station during the annual University vacation, shall be paid travelling and Daily Allowance according to the University rules.
- 16 Examiners in Science Practical shall be paid Daily Allowance only for one day previous to the Examination for preparation work unless the examination day is preceded by a holiday.
- 17 (1) The claim for Travelling Expenses made under these rules shall be submitted on the prescribed bill form obtainable from the Treasurer's office, duly countersigned by Controlling Officer.
- (2) All bills shall be submitted duly receipted affixing revenue stamps wherever necessary. Un-receipted bill shall not be accepted.
- (3) Bills not presented within six months from the date of journey shall laps and shall not be entertained unless the period of six months is extended by the Vice Chancellor.
- 18 Journey by longer route and journey by road between places connected by rail shall require the sanction of the Vice Chancellor and shall be allowed only in exceptional circumstances for reasons to be recorded. When such a journey is likely to assume a permanent or semi-permanent character the sanction of the Syndicate would be necessary.
- 19 In an emergency the Registrar may travel himself and the Vice Chancellor may permit an officer of the University to travel, by car, or in a higher class in case of journey by rail.
- 20 Notwithstanding anything contained under these rules the Vice Chancellor may for reasons to be recorded, sanction Special terms/ rates of T-A&D. A in exceptional circumstances.

- (4) Unless otherwise entitled to higher class, Medical and Legal Practitioners Lady superintendents and Lady Deputy Superintendents of examinations added members of Public and other attending meetings of the University Bodies, shall be considered as officers of Category II (ii).
- 12 Mileage at above rates are allowed from Station/Airport to residence and Vice Versa. A certificate to this effect will suffice.
- 13 A lady travelling on University business shall be treated as an officer of category II (ii) unless entitled to a higher class on her own or husband's pay or declared income as supplied to income tax Department) or in accordance with the classification (Rule 11).
- 14 Examiners and all other persons shall be paid according to their pay or declared income (as per supply to Income Tax Department) unless otherwise entitled to higher rate under the classification (Rule 11) or under any of these rules.
- 15 University Clerks and peons accompanying the Vice Chancellor and the Registrar, when leaving the station during the annual University vacation, shall be paid travelling and Daily Allowance according to the University rules.
- 16 Examiners in Science Practical shall be paid Daily Allowance only for one day previous to the Examination for preparation work unless the examination day is preceded by a holiday.



26 Persons who ordinarily reside in the University Campus but moved temporarily to other places during vacation may be paid a T. A. when they come to attend the meeting, etc. of the University bodies.

21 In case of Examiners who are, required, to come from long distances the Vice-Chancellor is competent to sanction air passage to his discretion after going in to the merits of each case.

22 Inspector of Examination centres shall be paid  $\frac{1}{2}$  fare to which he is entitled plus Rs. 20/- inclusive of conveyance charges. He should at least inspect two centres located in a station in a day, if there are more than one centre.

23 Examiners belonging to province outside the territorial limits of the University of Baluchistan are permitted to draw their T. A. plus halting allowances as due on completion of their work before proceeding on their homeward journey.

24 It was resolved that the members of the Syndicate and the Academic Council calling from Quetta be paid Rs. 10/- as conveyance allowance for attending the meetings of these bodies on the University Campus. Members of other bodies and members of the University business will continue to be paid Rs. 5/- per trip as decided in the meeting of Syndicate, dated 16th July, 1972. This should apply from the current meeting.

25 For deposit of Answer Books/scripts in the University from the centres located at Quetta Town Rs. 3/- per day will be allowed to the Superintendents of local Centres.

UNIVERSITY OF BALUCHISTAN

LEAVE RULES.

1 *General Rules.*

Leave is earned by duty. It cannot be claimed as a matter of right even when due, and if the exigencies of duty so required, an application for leave can be refused, and/or if leave has already been granted or being availed, the remaining portion of it can be revoked and the employee can be recalled to join forth-with.

2 Holidays falling within the period of any kind of leave shall be counted as leave. They may be prefixed or prefixed to the leave with the permission of the sanctioning authority.

3 No leave shall be availed of, unless it is actually granted, except leave applied for under emergent circumstances; proved to the satisfaction of the sanctioning authority.

4 It shall be the duty of the applicant to make sure that the leave applied for has actually been sanctioned to him and he shall not be on liberty to absent himself from duty until unless proper arrangements for his work has been made and he has been relieved by his immediate superior. It shall be also his duty to



leave behind all papers, Cash and keys in his custody in the manner determined by his immediate officer.

5 All leave must be applied for on the prescribed form, stating the kind of leave required. Application shall be submitted sufficiently in advance of the date from which leave is sought to be availed as per schedule under clause 21.

6 All applications for leave shall be submitted to the immediate officer, who shall forward the same to the Establishment section, alongwith his remarks and the arrangement proposed during the absence of the applicant, if the period of leave applied for is a week or more.

7 The Establishment Section shall maintain a register showing regular personal account of all kinds of leave. The Establishment section shall submit a note to the sanctioning authority on the application received and if leave is granted, enter the same in the record and communicate the sanction to the person and/or the officer concerned.

8 If any member of the staff fails to return duty on the expiry of his leave or after receiving information of the refusal of any extension applied for, the Head of the Section concerned shall report the matter to Registrar for necessary action. Defaulters under this clause, if they fail to report to duty within seven days of the expiry of leave or extension thereof, shall be deemed to have vacated their post and shall forfeit all claims to all kinds of leave and other concessions, unless the

appointing authority decides otherwise.

9 Earned leave due to an employee should be availed of by him before he retires or resigns, provided that the Syndicate may, if it chooses, allow him to avail himself of it after retirement or resignation.

10 Earned leave due to an employee, whose services are terminated by the University for reasons or retrenchment or otherwise, may be sanctioned by the Syndicate; provided all persons dismissed for misconduct or discharged for bad work shall not be entitled to any kind of leave.

11 If an employee wants to resume his duties before the expiry of his earned leave, he may be permitted by the sanctioning authority to do so, provided that if any arrangement has been made for the period of his leave which would involve a pecuniary loss to the University in the event of his premature return, he shall take upon himself to make good such pecuniary liabilities.

#### 12 Kinds of Leave.

The employees of the University may be given the following kinds of leave.

- (1) Casual Leave.
- (2) Earned Leave.
- (3) Medical Leave.
- (4) study Leave.
- (5) Duty Leave.

(6) Maternity Leave.

(7) Special Leave.

(8) Sabatical Leave.

Note: Government servants on deputation shall be governed by the rules applicable to them in their parent department.

### 13 Casual Leave.

Teachers and other employees who enjoy vacation shall be entitled for 10 days casual leave in a year whereas all non vocational employees shall be entitled for 20 days casual leave in a year, provided that casual leave for more than a week at a time stretch shall not be admissible in any case. Casual leave shall be sanctioned by the Heads of the department/sections,

### 14 Earned Leave.

- (i) Earned leave means leave earned by actual service, Actual service means time spent on duty and shall not include the period of leave availed of by an employee, For the purpose of this rule, holidays and vacations except such holidays as fall within the time, an employee is absent on leave shall count as duty.
- (ii) Teachers and other employees who enjoy vacation shall be entitled for 20 days earned leave in a year whereas all non-vacational staff shall be entitled

for earned leave @ 1/11th of the period of duty put in by them.

(iii) The earned Leave shall be granted on the full pay.

(iv) Unavailed earned leave may accumulate to the credit of an employee for a period of 6 months on full pay provided that the amount of earned leave which may be taken at a time shall not exceed four months, save in the case of retirement which will be decided by the Syndicate.

(v) The Vice Chancellor shall grant earned leave to the employees of the University and may delegate his powers to the Registrar ministerial in this behalf, for granting earned leave to the lower cadre staff.

(vi) Person appointed on probation or on a temporary basis will be entitled earned leave @ 1/22 of the period of duty till either they have been confirmed or have completed at least two years satisfactory service in the University.

### 15 Medical Leave.

- (i) Medical leave means leave granted to an employee on account of personal illness on the basis of a proper medical certificate such leave shall not be granted until an employee has exhausted his leave.
- (ii) Medical leave shall be earned by an employee



at the rate of 15 days for each year of service on full pay and shall accumulate upto 6 months.

- (iii) In case when the leave earned under clause 15 (ii) is exhausted on account of prolonged illness and the employee is prevented from performing his duties on the advice of a competent medical authority, the leave as recommended will be granted for a further period of four months or half more to be determined by the Syndicate.

(iv) The condition, mentioned in clause 14 (iv) for persons appointed on probation or on temporary basis shall apply to medical leave as well,

(v) The medical leave shall be granted by the Registrar to the ministerial staff and lower staff and by the Vice Chancellor to the teachers and officers of the University.

#### 16 Study Leave.

(i) Study leave means leave granted to an employee to enable him to pursue a special course of study for higher research work in a subject connected with his work in the University provided that he has been confirmed.

(ii) Study leave will be granted by the Syndicate on average pay excluding allowances and may be suffixed or prefixed with vacations earned and/or

special leave, at the discretion of the Syndicate. The salary of the employee, enjoying study leave shall be paid only on the receipt of satisfactory progress report in study or research. The employee shall have to ensure that such a report is furnished half yearly to the University from the Head of the Institution or Research supervisor.

(iii) An employee may be granted study leave for a period not exceeding three years.

(iv) All applications for the grant of study leave shall be submitted to the Vice Chancellor through the Head of the Department in the case of teachers and through the Registrar in the case of non-Teachers by the end of April every year. The Applications shall clearly mention the course of study or research contemplated to be taken or the examination proposed to be passed.

(v) An applicant for study leave shall execute a legal bond that he shall on return from study leave, present himself for service in the University on the same post, he/she was serving on date of the commencement of the study leave or in such capacity on such terms as the Syndicate may determine, for the following period, as the case may be:-

- a. For at least three years, if the period of study leave is one year.
- b. For at least four years, if the period of study leave is two years and
- c. For at least five years, if the period of study leave is three years.

(vi) An employee who avails of study leave shall undertake by agreement with the University to refund in one instalment, the whole of the amount or such part thereof as he may draw during the period of study leave if he/she proposes to give up the service of the University within the period of bound. The Syndicate may determine the proportion of the amount to be refunded by the employee who wants to leave the service before the expiry of the period of bond.

(vii) Study leave shall count as service for purposes of increments in the time scale of the employee's pay and for his contribution to the provident fund, but he shall not earn any kind of leave during this period.

(viii) It can be extended for a further period of one year as a special case, if the Vice Chancellor is satisfied of the genuineness of the leave after receiving recommendations of the supervisor of the research/Head of the Institution where the applicant is engaged in research or study.

(ix) All matters not covered by the above clauses shall be decided by the Syndicate or the Vice Chancellor.

#### 17. *Maternity Leave.*

(i) The University may grant to a female employee, maternity leave on full pay for a period not exceed-

ing three months from the date of its commencement or to the end of six weeks from the date of confinement, whichever is earlier. In case of confinement, a medical certificate from the medical attendant to the effect would be necessary.

(ii) In case a female employee is not medically fit to resume duty on the expiry of the maternity leave granted to her, she may be granted earned or medical leave in continuation of medical leave if the request is supported by a medical certificate of recognised medical practitioner of hospital.

(iii) The Vice Chancellor shall sanction maternity leave to employees getting Rs. 450.00 P.M. or less as basic pay whereas the Syndicate will sanction in other cases.

#### 18. *Duty leave.*

(i) If a University employee is selected or deputed by the Vice-Chancellor to do some work connected with the University or in the interest of the University, or if at the request of a public or academic body, the Vice-Chancellor deposes him to do some work for that body the time so spent shall be considered as duty leave.

(ii) Members of staff deputed by the University for attending conferences, seminars and meetings will be considered on duty leave for the period.



(iii) Members of the teaching staff who are required to undertake duties in connection with the examinations of other Universities/Departments in Pakistan will be treated as on duty leave for upto a maximum of 25 days in a Calendar year. Duty leave shall not be debited with leave account of the employee.

(iv) If owing to the requirements of the University a teacher is in any year, prevented, due to exigencies of service, from enjoying the whole or part of the vacations, he may be granted compensatory leave equal to 1/3 of the period spent on duty and subject to a maximum one month during the year. However, prior approval of the Vice-Chancellor will be necessary for detaining any employee. Such compensatory leave shall not accumulate for more than four months at full pay.

(v) The Vice-Chancellor shall be the competent authority to sanction duty leave in all cases

#### 19. Special Leave.

(i) Special leave without pay may be granted by the Syndicate when neither earned leave nor medical leave is admissible to an employee

(ii) Special leave shall be admissible only to permanent employees of the University and shall not exceed three months at a time except on the ground of illness duly supported by a medical certificate or in case of teachers taking up foreign employment/with

the concurrence of the University in which case, it shall not exceed three years at a stretch.

(iii) The Registrar will grant special leave to the staff in the ministerial or lower cadre and the Vice Chancellor shall grant to other employees. The Syndicate shall be the competent authority for granting leave for taking up appointments in foreign countries or for the completion of courses of study in a foreign country after expiry of study leave.

(iv) Teachers not confirmed in their posts may be granted special leave without pay with permission to retain their lien of service in the University, if they are successful in obtaining a scholarship or fellowship for higher studies in a local or foreign institution. They would be required to execute a bond of service in the University for at least three years of service after completion of their studies.

(v) The period of special leave without pay shall not count for the purpose of Annual Increments in the time scale of employees pay.

#### 20. Sabbatical Leave.

(i) Sabbatical leave shall be granted to confirmed teachers only for post-doctoral research and shall be either on full average pay for a maximum period of six months or on half average pay for a period of twelve months.

(ii) No employee who has already availed of Study leave once shall be eligible for the grant of study leave a second time. Only Sabatical leave can be granted to such an employee, provided he has completed five year service after his return from the Study leave.

(iii) An employee who is granted Sabatical leave shall be required to execute a bond of service in the University for at least three years on his return from Sabatical leave. The terms and conditions of the bond will be similar as prescribed in the case of Study leave.

(iv) The Syndicate will be the competent authority to sanction Sabatical leave which will be admissible to an employee once after every five years of service.

#### 21. *Application for Leave.*

Applications for leave shall be submitted to the University authorities in accordance with the following schedule:-

1. For leave not more than one week. Two working days in advance.
2. For leave upto one month, Ten working days in advance.
3. For leave more than one month. Fifteen working days in advance.

This exclude the time limit for study leave in which case time limit will be four months in

advance of the commencement of the Study leave. Consideration of leave application may be refused if the above time schedule is not observed.

22. A member who absent himself without ascertaining sanction of leave or remains absent without leave shall not be entitled to any pay for the period of his absence without leave and shall lose his lien on the appointment and also render himself liable to punishment as may be determined by the Vice Chancellor or the Syndicate as the case may be.

23. The Syndicate shall be final authority to decide cases not covered by any of the provisions detailed above. The Vice Chancellor in his discretion may relax any provision of any kind of leave in cases of genuine hardships. Such action, if taken shall be reported to the Syndicate for Confirmation at the earliest meeting.

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UNIVERSITY OF BALUCHISTAN,  
GROUP INSURANCE RULES, 1973.

1. These rules will be called the University of Baluchistan Group Insurance rules, 1973.
2. These rules shall come into force on 1st July, 1973.
3. In these rules unless the content otherwise requires, the following expressions shall have the meaning hereby respectively assigned to them; that is to say:-
  - (a) "University" means the University of Baluchistan.
  - (b) The insurance company means the insurance company with whom the University has insured the lives of its employees under the Group Insurance scheme.
  - (c) "Family" in relation to University Employee means his or her
    - (i) Wife, Wives or husband as the case may be
    - (ii) Legitimate children and step children less than 18 years old

- (iii) Legitimate children and step children not less than 18 years old if wholly dependent upon him/her; and
- (iv) Parents, sisters and minor brothers if residing with and wholly dependent upon him/her
- (d) "Contract" means the contract of insurance entered into between the University and the Insurance Company
- (c) "Pay" means the amount drawn monthly by a University employee as:-
  - (i) The Pay which has been sanctioned for a post held by him/ substantively or in an officiating capacity or to which he/she is entitled by reason of his/her position in a cadre.
  - (ii) "Overseas pay" technical pay, personal pay and special pay excluding special or adhoc allowances.
  - (iii) Any other emolument which may specifically be called as 'pay' by the competent authority.
  - (f) All other expressions shall have the same meanings as assigned, under the University of Baluchistan Ordinance, 1970 and other statutes from time to time.

#### 4. *Establishment of funds.*

There shall be established a fund to be called University Employees Group Insurance Fund for the

purpose of securing life Insurance benefits and to provide adequate financial protection to the family of the University employees in the event of his premature death.

#### 5. *Entitlement.*

All University employees shall be entitled to the benefits of this fund except:-

- (a) the staff paid from contingencies.
  - (b) the work charged establishment.
  - (c) part time University employees.
  - (d) those employed on contract for short period.
  - (e) employees who have attained the age of 60 years and are in the service of the University under special contract, and
  - (f) any class of University employees excluded from the purview of these orders by the Syndicate.
6. Every employee of the University under the age of 60 years shall be insured for the sum specified against each in respect of the class to which he/she belongs subject to the terms and conditions contained in the covenant of the contract between the University and the Insurance Company.
7. If at any time during the period of the contract any of the employees to whom these rules apply, dies and his/her age on the last birthday does not exceed 60 years, then subject to the exceptions, terms, conditions and covenants therein contained or endorsed in the contract



from time to time with the consent of both, the Insurance Company will pay to family of the deceased, the sum of money mentioned against the class to which he/she belonged.

8. The sum assured to be paid to the family of deceased employees will be as follows :-

IN CASE OF AN EMPLOYEE RECEIVING PAY SUM ASSURED

- |                                       |              |
|---------------------------------------|--------------|
| a. upto Rs. 149, P.M.                 | Rs. 2000.00  |
| b. between Rs. 150 and Rs. 449 P.M.   | Rs. 5000.00  |
| c. between Rs. 450 and Rs. 999 P.M.   | Rs. 10000.00 |
| d. between Rs. 1000 and Rs. 1999 P.M. | Rs. 20000.00 |
| e. above Rs. 2000.00 P.M.             | Rs. 30000.00 |

9. The Syndicate shall:-

- (a) from time to time arrange for the insurance of the University employees in the sums specified under clause 8 with such Insurance Company or other Insurer as it may deem fit in accordance with the provisions of these rules,
- b, have the powers to sanction expenditure connected with the administration and management of fund
- (c) do or cause to be done all other things ancillary or incidental to any of the aforesaid provisions or to the purposes of Group Insurance.

10. The financing of the Group Insurance scheme will

be as under :-

- (a) All employees whose pay exceeds Rs. 300 P.M. shall pay to the Insurance Fund such sum of money as may be prescribed as premium for the insurance of his/her life by the University.
- (b) Such annual premia shall be deducted from the pay of the employees in two equal instalments from the employees in two equal instalments from the salary bills of January and July every year.
- (c) The insurance premia on behalf of all employees whose pay is Rs.300 or less shall be paid by the University itself to the Insurance Fund.

11. When a University employee is transferred to foreign service or deputed elsewhere within the Country, he shall continue to be governed by these rules in the same manner as if he/she has not been transferred and shall remit to the Treasurer his contribution for credit to the Fund during the period he/she remains on foreign service/deputation.

12. If a University employee for any reason whatsoever, quits the University service or is discharged or dismissed from service or his services are terminated, he/she shall not be entitled to any benefit, from the contribution made by him/her towards the payment of insurance premium during the period of his/her service.

13. Notwithstanding the fact, that a University employee may have on different terms belonged to different classes of service the sum assured to be paid on his/her death to the member or members of his family

nominated by him/her in this behalf shall be the sum specified in rule 8 in respect of class to which he/she belonged immediately before his/her death.

14. Within three months of the coming into force of these rules:-

(a) Every University employee below sixty years of age shall nominate in the form set out in Annexure "A" a member or members of his/her family to whom he/she desires the sum assured to be paid in the event of his/her death specifying, in the case the sum assured is to be paid to them, and forward two copies of the nomination form to the Treasurer for transmission to the Insurance Company concerned, which shall assign a nomination number to the employee and furnish a receipt to this effect to be placed in his/her service book/roll.

(b) In case the nominee or one of the nominees is a minor, the University employee shall nominate one or more persons through whom the payment of the sum assured share of the minor successor, as the case may be, shall be paid.

(c) A University employee may at any time cancel or revise a nomination by sending a notice in writing to the Treasurer for transmission to the Insurance Company and may also send a fresh nomination alongwith such notice.

15. Claims under these rules shall become payable only upon submission by the University Treasurer to the Insurance Company of

(a) a certificate in the form set out in Annexure "B"

certifying the death of the University employee, indicating the class of the University employee to which he/she belonged immediately before his death; and his nomination number, and

(b) when no valid nomination under rule 14 (a) in respect of a University employee at the time of his/her death subsists a certificate specifying the names of the members of his/her family, and in the absence of any member of his/her family the names of his surviving relations, to whom the sum assured is payable under the provisions of the contract and shares in which the sum is payable to them.

16. On receipt of the documents referred to in rule 15, the Insurance Company shall make immediate arrangements for the payment of the sum assured depending upon the class to which assured person belonged in the manner prescribed,

17. The profit, commission received by the University towards the Group Insurance from the Insurance Company or other insurer from time to time shall be transferred to the University Benevolent Fund.

18. Any dispute regarding the question of Payment/compensation to the claimants/heirs or successor, will be decided by the Syndicate whose decision will be final.



**ANNEXURE (A)**  
**FORM OF NOMINATION.**  
*(Referred to in clause 14 of the orders)*

I, ..... son/daughter/wife  
of ..... of the Institute/Department/  
Branch ..... University of Baluchistan  
hereby nominate the person/persons mentioned below who  
is/are member/members of my family as defined in the Uni-  
versity Group Insurance orders to receive the assured sum  
in the event of my death:

Name & Address of Nominee	Relationship	Age	Proportion of the Amount to be paid	If the nominee is minor, name of the person/persons to whom payment to be made on his/her behalf.

Date the ..... day of ..... 197 ..

Signature of subscriber  
Seal of Office.

Attested by.....

The signatures of the subscriber should be attested by a Class "A" University Officer or Class I Officer of the Central or provincial Government who should affix his seal of office below his signatures.

**ANNEXURE (B)**  
**UNIVERSITY OF BALUCHISTAN**  
**CERTIFICATE**

*(Referred to in clause 15 of the orders)*

Dated .....

To, .....

.....  
*(Address of the Insurance Company)*

**Subject :- PAYMENT OF CLAIM IN RESPECT OF.....**  
**... .. UNDER GROUP INSURANCE SCHEME**

Dear Sir,

I am directed to report that Dr./Mr./Mrs./Miss.....  
.....age.....years, died on  
.....

It is therefore, requested that the payment of Rs.....  
(Rupees.....only), the amount  
for which the deceased was covered may be made under  
intimation to this University:-

- (a) to his nominee or nominees. The nomination number assigned to the deceased was.....; or
- (b) (Where no nomination subsists) to the following members of his family:

Name Relationship with the deceased. Share

- (i)
- (ii)

(c) (in the absence of a family) to his surviving relatives mentioned below in the shares noted against each;

Name Relationship with the deceased. Share

- (i)
- (ii)
- (iii)

It is hereby certified:

- (1) That the deceased was a subscriber to the University Group Insurance Fund.
- (2) That at the time of the death the deceased was a class.....employee.

Yours faithfully,

Copy forwarded to:-

UNIVERSITY OF BALUCHISTAN.  
UNIVERSITY EMPLOYEES BENEVOLENT FUND.

1. *Establishment of fund*

There shall be established a fund called, "The University Employees Benevolent Fund" and this shall come into force with effect from 1st July, 1973.

2. *Entitlement*

All University Employees shall be entitled to the benefits of this fund except;

- a. The work charged establishment.
- b. Part time University employees.
- c. Employees on contract basis.
- d. Employees above the age of 60 years and
- e. Any category of University employees especially excluded from the purview of the orders of the Syndicate.

3. *Sources of the fund.*

To the credit of the Benevolent Fund shall be placed;



- a. All sums paid by the employees as subscription to the B.F.
- b. All benevolent grants, donations, gifts, endowments etc; made by the Government, autonomous bodies, organisations, institutions or others for the purpose;
- c. All income, profits or interests accruing from the assets belonging to the B.F. or from investments made out of the fund.
- d. Profit Commission received by the University towards Group Insurance from the Insurance company.
- e. Contribution of the University or portion thereof credited to the P.F. account of an employee which on closing his account remains unrefundable;
- f. The unclaimed amount of interest on P.F. of an employee;
- g. Any amount which remains unclaimed for a period of five years after the P.F. account of an employee has been claimed.

4.

The moneys credited to the B.F. shall be kept in a scheduled bank approved by the Syndicate.

#### 5. Subscriptions.

Every regular employee shall pay to the B.F. a monthly subscription equal to one percent of his/her pay or twenty rupees, whichever is less and the

amount of such subscription shall, as far as possible, be deducted at the source from his/her pay and credited to the B.F. immediately.

When the amount of subscription cannot, for any reason, be deducted from the pay of the employee, the employee shall remit to the Treasurer the sum of subscription payable by him and any amount of subscription unpaid due to inadvertence or negligence of the employee or otherwise shall be recoverable from him in such manner as may be prescribed by the Vice Chancellor.

Default in the payment of the subscription either for the reason that the pay of the employee was not drawn or due to his inadvertence, negligence or fault or any other reasons whatsoever, shall not affect his/her right or the right of his/her family to receive the benevolent grant provided for in the clause 8, but the amount of unpaid subscription shall be deducted for the benevolent fund grant.

#### Benevolent Grant.

If any employee:-

- a. is declared by the prescribed medical authority to have been completely incapacitated physically mentally to discharge the duties of his employment and is for that reason removed from service or

- b. dies during the continuance of his employment or if he/she has retired from service, within the prescribed period before attaining the age of 60 years;

he, or, in the event of his death, his family, shall be entitled to receive a benevolent grant from the Benevolent Fund according to the scale laid down below, for a maximum period of five years or upto the date on which the employee attains might have, if he were alive, attained the age of sixty years, whichever is earlier:-

PAY RANGE	RATE OF MONTHLY BENEVOLENT GRANT
Rs. 100 to Rs.200	Rs. 75.00
Rs. 201 to Rs.300	Rs. 100.00
Rs. 301 to Rs.400	Rs. 125.00
Rs. 401 to Rs.500	Rs. 150.00
Rs. 501 to Rs.600	Rs. 175.00
Rs. 601 to Rs.700	Rs. 200.00
Rs. 701 to Rs.800	Rs. 225.00
Rs. 801 to Rs.900	Rs. 250.00
Rs. 901 to Rs.1000	Rs. 275.00
Rs. 1001 to Rs.1100	Rs. 300.00
Rs. 1101 to Rs.1200	Rs. 325.00
Rs. 1201 to Rs.1300	Rs. 350.00
Rs. 1301 to Rs.1400	Rs. 375.00
Rs. 1401 to Rs.1500	Rs. 400.00
Rs. 1501 to Rs.1600	Rs. 425.00
Rs. 1601 to Rs.1700	Rs. 450.00
Rs. 1701 to Rs.1800	Rs. 475.00
Rs. 1801 to above	Rs. 500.00

Provided that in the case of an employee who dies after having drawn benevolent grant under this section the said period of 15 years shall be reckoned

from the date from which he began drawing.

### 9. Payment of Benevolent Grant

On the death of an employee, the amount of benevolent grant under clause 8 shall be authorised by the Board of Trustees to be paid to such member or members of his/her family as he/she might have nominated in the prescribed manner in full or in the shares specified by him/her at the time of making nominations.

10. When no valid nomination made by the employee subsists at the time of his/her death, the amount of benevolent grant shall be paid to such member or members of his/her family, subject to such conditions imposed with a view to ensuring that the amount is justly or equitably utilised for the maintenance or benefit of all the members of family, as may be prescribed or may consistently with the rules be determined by the Board of Trustees or an officer authorised by the Board of Trustees in this behalf.

11. The accounts of the Benevolent Fund shall be maintained in such manner or form as prescribed under the statutes relating to maintenance of account of the University as in force from time to time. The account shall be audited by the University Auditor once every year.

12. The account of the Benevolent Fund shall be audited by the External Auditor of the University after every two years and their report published for general information.



13. The fund shall vest in the University of Baluchistan as a body corporate and managed by a Board of Trustees to be nominated by the Syndicate.

14. The Board of Trustees, shall consist of :-

- a. Vice Chancellor (Ex Officio Chairman)
- b. The Registrar (Ex Officio)
- c. Two members to be nominated by the Syndicate from amongst the Academic staff,
- e. Treasurer (Ex Officio Secretary)

The nominated members shall hold office for two years and retiring members shall be eligible for re-nomination. The quorum for meetings shall be three members.

15. *Duties and powers of the Board of Trustees.*

The board shall have power

- a. to sanction grant from the Benevolent Fund to the employees or their families in accordance with the provisions of these statutes.
- b. to settle claims for benevolent grants under these statutes and all matters connected with sub-claims.
- c. to do or cause to be done all acts and things necessary for the proper administration or management

of the moneys or properties in the Benevolent Fund.

- d. to sanction expenditure connected with the administration and management of the B.F.
- e. to invest moneys held in the B.F. in the Government securities, Units of Investment of Pakistan National Investment Trust, Defence Saving Certificate or other such schemes or in other profitable ventures approved by the Syndicate.

f. to do or cause to be done all things ancillary and accidental to any of the aforesaid powers or to the purposes of the B-F.

16. An appeal shall lie to the Syndicate against the decision of the Board of Trustees within 75 days of its decision and the decision of the Syndicate shall be final and binding on members participating in the Scheme.

17. The General Government may be approached to exempt the B.F. from any tax, rate or duty leviable by the Government or by a local authority.

18. If a University employee, for any reason whatsoever, leaves the University service or is discharged or dismissed from service or is terminated, he shall be entitled neither to any benefit from the Benevolent Fund, nor to the refund of the contributions made by him towards the said Fund during the period of service.

THE SECOND SCHEDULE  
FORM OF NOMINATION.

(Referred to in Section 9 of the *University of Baluchistan*)  
*Benevolent Fund Order.*

I, ..... son/daughter/wife  
of ..... of the .....  
Department of ..... faculty of ..... University  
of Baluchistan hereby nominate the person/persons  
mentioned below who is/are members of my family to  
receive the assured sum in the event of my death under  
the Group Insurance Scheme

Name & Relation of the nominee is  
Address of the Amount minor, name of the  
to be paid Person/persons to  
of No- minee whom payment to  
minee be made on his/her  
behalff.

1 2 3 4 5  
Date the ..... day of ..... 197

Attested by ..... Signature of the subscriber  
Seal of Office.

The signature of the subscriber should be attested  
by a Class "A" University Officer or Class I Govern-  
ment Officer, who should affix his seal of office above  
his signatures.

RULES REGARDING THE GRANT OF ADVANCES TO  
THE UNIVERSITY EMPLOYEES FOR CONSTRUCTION,  
PURCHASE AND REPAIR OF HOUSES.

1. *Short Title.*

These rules may be called the University of  
Baluchistan house building rules for the purchase  
of/Construction of/Major repairs of houses.

2. *Commencement.*

They shall come into force at once.

3. *Extent of Application.*

The rules shall apply to the University  
Employees:-

- a. Who hold permanent posts substantively
- b. Who though not permanent have served the  
University atleast for two years and likely to  
be appointed substantively to permanent post  
or who are permanent Government servants  
on deputation to the University of Baluchistan.
- c. Who is appointed against a regular post and



Grade 20 Rs. 45,000/- or twentyfour months pay whichever is more.

- 2. Grade 19 Rs. 40,000/- -do-
- 3. Grade 18 Rs. 40,000/- -do-
- 4. Grade 17 Rs. 35,000/- -do-
- 5. Grade 16 & 15 Rs. 20,000/- -do-
- 6. Grade 11 & 14 Rs. 15,000/- -do-
- 7. Grade 7 Rs. 7,500/- or twentyfour months pay for each grade which is below grade 11.

(b) Such an advance will be paid to an employee either in single instalment or in more than one instalments for which Vice Chancellor will be the deciding Authority.

11. *Advance for the Purchase of House.*

(a) Ordinarily an advance is to be made for the purchase of house in Quetta but the Vice Chancellor can permit the applicant to acquire

house anywhere in Pakistan. The Advance may include provisions not only for the cost of the House purchase but also for the cost of any repairs or improvement which the purchaser of the House may desire to make.

(b) In the case of evacuee property the loan shall not exceed the price of the house allotted minus the claim of adjustable against such property. The amount will be paid to the employee after he has furnished proof of the payment of entire balance, if any to the settlement authorities. The advance shall not be made for the upper storey of the house in a case where lower storey has been allotted or transferred to that person.

(c) The advance may be drawn in full before the house is purchased but satisfactory evidence should be produced before the Treasurer that the amount so advanced has been utilized by the Purchaser within three months of the withdrawal and the amount advanced for repair and improvement for a further period of two months. A certificate to this effect from the Head of the Department concerned will ordinarily suffice. The repayment shall commence with 6th issue of Pay after the advance is taken.

(d) The Treasurer will certify that he has secured an agreement from the applicant

pending the execution of final mortgage bond. The fact of the execution and administration of the latter bond should also be intimated to the Auditor as soon as possible.

**12. Advance for the payment of a private loan taken for the purchase of a House.**

An advance may be made to an employee for the purpose of making repayment of a private loan taken by him specially for:-

- (i) the purchase of land for building of house or
- (ii) the purchase of a house provided that:-  
the applicant has through such loan has acquired and unencumbered (clear) title to the land or the house purchased and to the original (Private) loan for the purchase of the land or the house as the case may be, provided the application is submitted for house building loan within 18 months of the purchase of such house.

**13. Advance for repairs to a House.**

An employee of the University is eligible to apply for a loan for the repair of his house on the following conditions:-

- (1) An advance may be made only if-
  - (i) The repairs are required to make the house habitable, and

(ii) They are not in the nature of ordinary repairs,

(iii) They involve large outlay as compared with the value of the house.

(iv) Not more than one advance is admissible in respect of the same house.

(v) No advance shall exceed six months pay of the University employee to whom it is made.

(vi) An advance will be made to an employee to repair a house which he had built or purchased with the previous advance, but unless the Vice Chancellors permits otherwise, at least five years must lapse since the previous advance was drawn.

(vii) The maximum period of repayment of such advance will be two years.

**14. Advance for the Purchase of Land.**

Advance may be made for the purchase of land for constructing a house of their own, but the total amount of the advance for the purchase of the land and the construction of the house will not exceed the ceiling already fixed or twentyfour months pay of the applicant whichever is more.



15. *Advance and recovery before retirement.*

The amount of the advance shall be suitably reduced in the case of an employee who is due to retire before the complete payment of full advance together with the interest thereon. No advance shall be granted unless it can be repaid before the normal date of retirement. The Vice Chancellor will include a provision to this effect in the sanction order.

An employee who has already received an advance for the construction of house from the University of Baluchistan shall not be allowed another advance for the purpose.

16. *Title to plot of Land.*

(a) Except in a special case where the University consider it necessary to waive this condition, no such advance will be made unless the employee concerned has produced to the satisfaction of the Vice Chancellor documentary evidence to show his title to a plot of land on which he proposes to construct a house or to purchase or take a lease on which he proposes to construct a house.

(b) An employee holding a valid allotment of a plot of a land in a satellite town or in a scheme of an improvement trust or of a registered co-operative society will be entitled for an house building advance.

Notes:- (1) This Rule does not preclude the grant of advance

to a person who does not possess full proprietary rights in the land upon which he intends to build. provided, the Vice Chancellor is satisfied that the applicant has a lease of which the unexpired portion is of a term and value sufficient to justify the grant of the advance and that there is no danger of the lease lapsing or of the University being unable to dispose it of, should it become necessary to foreclose the mortgage. In examining the mortgagor's title care should be taken to see that lease does not prevent any submense by the lessee (the mortgagor).

(2) In cases where there is any doubt as to the validity of that title Revenue and Registration Authorities, or, if technical legal advice is necessary, the legal Adviser to the University should be consulted. In the case of a house building Advance, the applicant must have undisputed title to the land on which it is proposed to build and that in the case of an advance for the purchase of a house, he will obtain such title as soon as the purchase price is paid; that there will be no legal obstacle in either case to the property being mortgaged to the University; and that the University will have the right of foreclosing on the conditions mentioned in the mortgage bond.

(3) This rule does not also preclude the grant of advance for the purpose of building house on plots of land taken from any Improvement Trust or other Organization establishment by Government or Registered Co-operative House-Building society under an

agreement for sale even though in such case the employee concerned acquires proprietary rights to the land only if he constructs the house in accordance with the terms of the said Agreement. The grant of an advance in such cases' however subject to the condition that the applicant executes an agreement in form V undertaking to repay the advance and to execute a mortgage of the land and buildings immediately he acquires proprietary rights thereto. Advances sanctioned under this note will be made in instalments, the first instalment not exceeding the amount of the premium paid for the site and subsequent instalments being based on the progress of work.

#### 17. *Recovery of advance.*

Each loanee has to pay six and half percent simple interest per annum on advances granted to him by the University for the purpose of house building and house repair.

(a) An advance shall be recovered by deduction of monthly instalments, equal to one hundred and fiftieth part of the total advance from the paybills of the applicant concerned. The recovery of the sum advanced, shall commence from the sixth issue of pay after the payment of the advance or its first instalment as the case may be. The interest accrued thereon will be recovered in one or more instalments, each instalment being not greater than the instalment by which the

principal amount was recovered. The recovery of the interest will commence from the month following that in which the whole of the principal amount has been paid.

- b. An employee may, if he so desires, repay the advance and interest thereon in a smaller number of instalments as well.
- c. The amount of the advance to be recovered monthly shall be fixed in whole rupees except in the case of last instalment when the remaining balance including any fraction of a rupee shall be recovered.

#### 18. *Mortgaging of House/Land as security.*

a. The employee shall at his own cost mortgage the house built or purchased, together with the land it stands upon, to the University by whom the mortgage will be released on liquidation of full amount. In the case of Govt. servants ceasing to be on deputation or under the administrative control of the University, the outstanding monthly instalments of the principal and the interest accrued thereon, shall be recoverable from the paybills of the official concerned through the department of which he may revert failing which he shall be liable to pay the entire amount thereof.

- b. The employee should sign an agreement at the time of taking an advance for the purpose and the Mortgage Deed must be registered



within four months of its execution.

c. The Head of the Department should satisfy himself that the house has actually begun within 5 months of the advance being drawn. The Departmental superior of the employee should also satisfy himself that the building operations are completed without any avoidable delay.

- (1) The loanee will have to execute mortgage Bond and other necessary documents to complete all the formalities before the loan for the purchase/construction/repair is paid to him.
- (2) The Treasurer should furnish a certificate in the bill in which the advance is drawn, to the effect that the Mortgage Bond in Form I has been executed by the employee taking the advance and that it has been registered.
- (3) The Mortgage Bond should be kept in the safe custody of the Treasurer and should not be released until the advance has been fully re-paid.

#### 19. *Special provision for Employee leaving Service.*

An employee quitting, or removed from the 'University Service' before the whole amount due has been liquidated, may be allowed to dispose of the house with the special sanction of the Vice-Chancellor provided he is thereby enabled to clear off at once the whole amount due; or to transfer it to any employee of his own or higher rank, the future deductions being made from the pay of such employees.

#### 20. *Rate of Interest.*

The University can increase decrease the rate of interest on its own discretion,

## UNIVERSITY OF BALUCHISTAN. RULES OF ADMISSION.

1. Admission may be advertised in national and local newspapers within a week of the declaration of result. The notice for admission must specify the minimum qualifications for admission as well as the number of seats available. Last date for the receipt of applications as given in the advertisement must be strictly adhered to.
2. Candidates seeking admission in the University Teaching departments shall submit the admission form in duplicate or as required by each institution.
3. The admission form shall include a statement to be signed by the candidate that he shall abide by all the rules/regulations of the institution concerned and that he shall devote his whole time to the studies while on the rolls of the institution. This statement should be countersigned by the father/guardian of the applicant.
4. The University/College shall make available in time a prospectus on payment to candidates who apply for admissions. The prospectus should give the necessary information regarding all the facilities including those of hostel and extra-curricular activities including sports and

games. It shall also contain details of tuition fee and all other payments that a candidate may be required to make at the time of admission and subsequently every month.

5. Every applicant shall submit the following documents alongwith the application form:-

(a) A photostate or certified copy of the diploma, certificate, or degree of the last qualifying examination.

(b) Three copies of his recent passport size photograph duly attested. Women students will not be required to furnish photographs. They will, however, put their signature in the place provided for photograph. The signature shall be duly attested.

(c) Marks certificate of the last qualifying examination in original.

(d) Certificates of good character and conduct from the Head of the Institution last attended. Students who have not attended an institution, will produce their certificate from some person holding a responsible position in Government Service or status in the area.

(e) Local/domiciled certificate.

6. Candidates seeking admission, after having passed the qualifying examination from other Board or the University shall be required to submit in original at the time of admission the following:-

(a) Certificate of the Registrar of the University or of the Secretary of the Board concerned in proof of the candidate having passed the last University or Board Examination.

(b) Migration certificate of the University or the Board concerned. The Vice Chancellor can allow late submission of Migration Certificate by one month from the date of provisional admission.

(c) A certificate of good conduct signed by the Registrar or the Principal of the Institution last attended. No student who has passed the qualifying examination from a Board or University other than Baluchistan University will be admitted if three months have passed from the commencement of the session in Baluchistan University in respect of the class to which admission is sought except by the special permission of the Vice Chancellor.

(d) Only such candidates shall be admitted by transfer from other Boards or Universities who bring with them a regular attendance certificate from the Head of Institution last attended, showing therein the number of lectures, practicals, tutorials in each subject, attended by the candidate in the session. Admission will not be given to such Students who are not likely to make up the percentage of attendance required by this University till the next examination.

7. Candidates seeking admission to Professional Institutions may apply for admission to other courses



satisfied that the occasion so demands.

13. No student, who has remained on the rolls of a University Teaching Department/Constituent College (other than a Professional College for the normal duration of a course preceding a University Examination shall be re-admitted to the same course even in the same institution if he was short of lectures/attendances.

**Note:-** This will not affect the right of a student to appear in a University Examination as a late college student under Regulations pertaining to external degree students.

14. No student shall be admitted to a second or subsequent Master's Degree course in the University Teaching Department/s/constituent College/s.

15. No student shall at one time join or continue on rolls of the two courses of study leading to two degrees in the same or different faculties with the exception of Law

16. A candidate seeking admission to a teaching department/college shall have to sign a declaration to the effect that he has not joined any other teaching department/college and shall not join an other teaching department/college during the course of his studies to which he is seeking admission; provided that a student of a degree course shall be eligible to join a certificate/diploma class conducted by the University in the evening with the permission of the Chairman of the department/principal of the college to which he is admitted for a course leading to a degree.

17. A candidate who seeks admission after the

219

simultaneously and seek admission to institutions other than professional institutions within prescribed time alongwith other candidates as otherwise they will not be considered for admission later at all.

8. **Admission Committees:-**

Admission Committees may be appointed by the Vice Chancellor/Principal concerned which will interview and hold aptitude and ability tests. On that basis, it will recommend to the Vice Chancellor/Principal the names of candidates for admission.

9. **Admission and Registration:-**

The list of selected candidates will be duly notified in order merit, who will be required to complete all the formalities of admission within ten days of such notification.

10. Every College/University teaching department shall forward to the Registrar of the University a statement containing names of students admitted and mention against each name date of his admission, the University receipt number under which fee is paid within four weeks of the finalisation of admission.

11. Candidates who qualify the supplementary examinations that year shall not be admitted running the course of the year.

12. Notwithstanding anything to the contrary the Vice Chancellor may fix last date, after than those specified in these rules for admission to various, classes if he is

218

Cambridge Higher School Certificate Examination or the General Certificate of Education Examination may be allowed to join the next higher class provisionally, pending the declaration of his result not later than 31st March following his examination.

18. Regular classes shall begin not later than the 2nd week of October, every year. Any one who fails to join in time or having joined does not report within three days of the starting of classes, shall be struck off the rolls and any payments made by him shall not be refundable.

19. (a) A student who absents himself from classes without proper sanction for a continuous period of 15 days, excluding holidays, shall be deemed to have been struck off the rolls on the 16th day of such absence, unless the cause of absence is explained to the satisfaction of the Chairman of the Department/Head of the Institution concerned in which case the students may be re-admitted.

(b) When a student's name is struck off the rolls of an institution, student may be readmitted for valid reasons, within two weeks during the same academic year to the same class in the institution from which his name was struck off.

20. (a) Each student shall be required to complete 75% of the attendance to become eligible for the Examination.

(b) The power of the Principal or Chairman for condoning shortages for valid reasons shall not exceed

10 % of the total attendances. This shall include condonations on ground of illness/death in family, representing the college/University in sports, debates and all other extra curricula activities.

21. Sanction of the late admission will not absolve a student from the application of the rule relating to percentage of attendance at lectures practicals and tutorials.

22. Students who join a Diploma class shall not be eligible for a seat in a hostel or to become a member of the University Unions.

23. No person who has already done M. A./M. Sc. in one subject shall be admitted as a regular student to M. A./M. Sc. in another subject.

24. No person other than a regular student shall be given access to the facilities of attending classes and seminars, using the library, laboratories etc., without the prior permission of the Vice Chancellor, who will allow admission as a casual student on payment of a prescribed fee and fulfilment of other conditions. There shall be no casual admissions.

25. (a) Candidates who fail in one subject in the intermediate examination will be eligible for admission to B. A./B. Sc. class as provisional students.

(b) They will have to clear the Subject in which they fail in three consecutive chances namely the next supplementary examination or the next annual examination, or the supplementary examination



following the next annual examination.

(c) If even then they fail to clear the subject their provisional admission will be cancelled and they will have to re-appear in all the subjects in the next examination.

(d) Such candidates will be allowed to take full examination of the higher class one year after clearing all the subjects.

(e) Provided that if the candidate clears all the subjects in the supplementary examination, the duration of one year will be counted from the annual examination to which the examination was supplementary.

26. If an Examination is conducted in two parts, and a candidate passed the first part as a regular or private candidate he will be eligible for admission to the final class provided he passed his part-I examination not more than one year before he seeks admission to the final class.

27. Students who migrate from other Boards or Universities will be treated on par with the student of Baluchistan University and the same rules will apply to them. They will have to take the examination in the course prescribed by the University in the remaining subjects/papers.

28. A whole time employee will be admitted to any class of the University if (i) he produces a no objection certificate from the employer (ii) his certified hours of employment do not conflict with his hours of study at

the University comprising all the lectures, practicals, tutorials, tests and assignments.

29. Final authority to admit or refuse admission to a student in any department of the University or any class of an affiliated college rests with the Vice Chancellor.



## RULES AND REGULATIONS OF THE HOSTEL

### Admission.

1. All whole time students admitted to the University teaching departments will be eligible for admission to the Baluchistan University Hostel.
2. Applications for residence in hostel shall be made on the prescribed forms obtainable from University Office.
3. Application of a student must be recommended by the Head of the Department.
4. Admission will be made only for one academic session. No student will be allowed to stay in Hostel during vacations.
5. Students shall not change the rooms allotted to them nor inter-change the furniture without permission of the warden.
6. The warden may reject any application without assigning any reason.

Room Rent :	Rs. 10/- P.M.
Common Room Fee :	Rs. 2/- P.M.
Electric Charges :	Rs. 6/- P.M.
Service Charges :	Rs. 3/- P.M.
Medical Charges :	Rs. 10/- P.A. (When facility provided).
Utencil Fee :	Rs. 5/- P.A.
Hostel Security :	Rs. 25/- P.A.



Mess Advance : Rs. 50/- P.M.  
Admission : Rs. 10/- P.A.

All Hostel dues shall be paid in advance in Habib Bank Ltd. Fees once paid shall not be refunded.

A student whose hostel dues falls in arrears will be liable to have his name removed from hostel and University.

A student fails to pay his dues will be subject to penalty of Rs. 0.25 each days delay.

Students can vacate their room any time on application but they will have to pay all out-standing dues. If any student leaves the hostel without settlement of dues, amount will be recovered from his caution money.

#### General Instructions

1. Residents shall be under disciplinary control of the warden.
2. Residents shall sign a receipt of Hostel property in their room and shall be responsible for any loss or damage.
3. No, resident shall remain outside the hostel after 9.30 P.M. when attendance will be taken by prefects Hostel gate will be closed at 9.30 P.M. and late comers will be required to sign a register kept at the gate for the purpose.
4. Any resident needs to remain out side after 9.30 P. M. shall obtain special permission from the warden violation of these Rules shall be considered serious breach of discipline and warden will take appropriate action.

5. No guest will be permitted to stay with resident without the permission of the warden. This permission will be granted only in exceptional circumstances and only for one day.

6. No, musical Instrument, Radios, Record Players shall be used in the rooms.

7. Electric appliances other than those approved by authorities shall not be used in Hostel.

8. No resident is allowed to keep fire arms, knives or any other weapons in his possession or in his room.

9. Residents are advised in their own interest not to keep expensive articles or valuables in their rooms. If they do so it will be at their own risk.

10. Residents are not allowed to hold any function or meeting of any kind without the prior permission of the Warden.

11. Every part of the Hostel shall be open to the hostel authorities for inspection at any time.

12. Residents committing serious offences such as violation of hostel rules and regulations, holding unauthorised meetings and fighting shall be subjected to disciplinary action, extending upto expulsion from hostel and even from the University depending upon the seriousness of the offence.

The management of food affairs will be entrusted to the students under the supervision of the Warden Every effort shall be made to keep the food charges within the means of the students. The authorities shall see to it that monthly expenditure on food ranges between Rs. 60/- to Rs. 75/- per month per head.

1111 1111 committee consisting of Warden as Chair-  
man and four students representatives will be elected for  
each quarter of the year. The Mess Committee shall  
Prepare a weekly/monthly menu, prescribe quantities of  
food material required and indicate the source and manner  
of its purchase.

To determine the dues of each student, the  
monthly expenditure will be divided by the total number of  
'Hazris' taken by all students thus getting the value of one  
Hazri on the basis of the one Hazri value the monthly dues  
of a resident shall be determined.

The monthly statement showing the amount due from  
each resident shall be put on hostel Notice Board on 5th  
of each month and residents shall pay the dues by 10th of  
each month. A fine of Rs. 0/25 will be charged for one day's  
delay and if not paid by 15th of each month his meals  
shall be stopped, and the amount shall be recovered from  
his hostel security.

Meals shall be taken in the dining Hall between hours  
fixed for each Meal. No Meals will be served in a resi-  
dent's room unless he is ill.

Residents are required to enter the Dining Hall in  
proper dress.

Each resident will automatically become a member of  
the hostel Mess. The residents are required to intimate  
their absence from meal or meals well in advance to the  
Mess Manager.

وزیر اعلیٰ بریلوی ضلع  
بلوچستان لیڈنگ کمیٹی کا مسئلہ کوئی

نام

علاقہ

جماعت و شعبہ

میں بلوچستان اور غورستان ہنس ہونی کرنی لیڈنگ کمیٹی کا طالب علم ہوں اور  
کامیابی میں رہا ہوں لیڈنگ کمیٹی کے لئے آپس کا اتفاق کیا جائے  
میں آپس کے نام قواعد و ضوابط کی کتنی سے پابندی کروں گا۔

دستخط طالب علم

مستقل

مقامی پتہ

تاریخ تحریر

کوئی نام لکھنا

کوئی نام لکھنا

سینئر وائرڈ

بلوچستان لیڈنگ کمیٹی کا مسئلہ کوئی

نوٹ: اس وقت بلوچستان لیڈنگ کمیٹی کا مسئلہ کوئی ہے۔



## ہدایات

- ۱۔ درخواست دہندہ درخواست دینے سے پہلے مبلغ پچاس روپے ہاسٹل روشتات دہان کر کے اور بیک پیالان بھی درخواست قائم کر کے ساتھ منسلک کر کے
- ۲۔ درخواست قائم کر کے ساتھ مبلغ ساٹھ روپے ہاسٹل میں اٹیڈ راس کے طور پر جمع کر کے پیالان منگ کر کے۔
- ۳۔ کوہ لاہٹ ہونے کی صورت میں کوہ فیروز بازارت دارڈن شریلی میں ہی ہاسٹل آ کر کے اندر جو دراصل کار کی ٹوٹ جھوٹ اور نقصان کی ذمہ داری طالب علم پر ہوگی
- ۴۔ سالانہ تعلیم کے اختتام پر کوہ تمام اسٹیا بصیرت دارڈن کے حوالے کر کے حضور ہونے
- ۵۔ اشیا و مصالح ہونے کی صورت میں قیمت ادا کرنا ہوگی
- ۶۔ ہوسٹل میں ہمارا ذمہ داری کا سلسلہ قطعاً بند ہے اگر ضرورت پڑے تو صرف ایک دست کیسے دیا جائے جو کسی جاہلیت یا غلطی سے ہوتا ہے۔
- ۷۔ کوہ کی صفائی کا ضیالہ رکھنا ضروری ہے بصورت دیگر جو دیکھی جاسکتا ہے
- ۸۔ ہاسٹل کے تمام اہل خانہ کو رابطہ دیکھنا لازمی ہے بصورت دیگر دہانہ کے حق سے محروم ہونا پڑے گا۔
- ۹۔ ریڈیو، ایلٹرا اور دیگر تفریحی گاہ کا رکھنا جرم ہے صورت طے کرنا لازمی ہونا چاہیگی
- ۱۰۔ ہاسٹل کے نظم و ضبط کی خلاف ورزی کی صورت میں ہاسٹل کے تمام حقوق سے محروم ہونا چاہیگی
- ۱۱۔ ہاسٹل کے اندر کھانا کھانے کی چیزیں منگوانے کے لئے منگوانے کی اجازت نہیں ہوگی
- ۱۲۔ اشیا و مصالح ہاسٹل کے باہر سے منگوانے کے لئے منگوانے کی اجازت نہیں ہوگی
- ۱۳۔ ہاسٹل کے اندر کھانا کھانے کی چیزیں منگوانے کے لئے منگوانے کی اجازت نہیں ہوگی
- ۱۴۔ ہاسٹل کے اندر کھانا کھانے کی چیزیں منگوانے کے لئے منگوانے کی اجازت نہیں ہوگی

## LIBRARY RULES.

### 1. Hours of opening.

- a. Working Days:- 9.00 A.M. to 6.00 P.M.
- b. Vacations:- 9.00 A.M. to 6.00 P.M. (Winter)

### 2. Admission of the Library.

- A. A person desirous of using the Library shall enter his name in the gate register which is kept for the purpose. Such entry shall be taken, as an acknowledgement that the person agrees to conform to the rules of the Library.
- B. Silence shall be strictly observed in the Library.
- C. No person shall write upon, damage, or make any mark upon any book, manuscript or map belonging to the Library.
- D. No tracing or mechanical reproduction shall be made with out express permission from the Librarian.
- E. Before leaving the Library the reader shall leave on the reading table any books which he had taken for consultation or return to the Circulation Staff, if so instructed.

### 3. Loan Privileges and Conditions.

1. The following classes of persons shall be permitted to draw the books from the Library for their use at home:-
  - a. Fellows of the University.

- b. Members of the Faculties and employees of the University.
  - c. Students of the various teaching department.
2. A ticket, known as the Borrowers ticket shall be issued for each of the persons entitled to draw books from the Library under rules, provided that the members of teaching staff of the University will be excluded from this provision and the Librarian will maintain a ledger for them. It was also resolved that the teachers of the affiliated colleges will be allowed to borrow books from the University Library on the borrower's card.
  3. Such tickets shall be strictly "Non-Transferable" and will be issued free of charge. In case a member loses his ticket duplicate will be issued on payment of Rs. 1/-only.
  4. Borrowers shall be responsible for the books issued on their tickets. They will have to replace the books lost, damaged and marked within the time specified by the Librarian, failing which the cost of replacement, as assessed by the Librarian, will be debited to the Borrowers.
    - i. Borrowers of classes (a),(b) as mentioned in the S. No. 3, will be allowed to draw four volumes at a time and retain for a period of one month.
    - ii. Borrowers of class (c) may also draw two volumes at a time but they may not keep them for more than two weeks.
6. No books shall be issued to a student members unless he represents his borrowers ticket in person.
  7. Books shall be divided into following categories:-
    - (i) All specially valuable works.
    - (ii) All works permanently or temporarily reserved for reference use only.
    - a. Books on reserve.
    - b. All current issues of periodicals.
    - c. Books recommended by the University professors or Head of the Department for various examinations.
    - d. Books in great demand.
    - e. All other books.

Books in (a) shall not be removed from the library. Books in (c) may be borrowed from the Library for three days only after receipt of the next issue in the Library Books in (d) may be borrowed for three days and those in (e) for one week only. Titles in (f) may borrowed and retained according to the provisions of rules 5, above Books may be classified into the above categories at the discretion of the Librarian.
  8. Books not in great demand may be renewed on request at the discretion of the Librarian.
  9. Delay fine will be chargeable from all borrowers without any exception as under:-  
For books issued for overnight use at 24 paisas P.B.  
P. Vol:



For books issued for 3 days use at 20 paisas P.B.  
P. Vol:

For books issued for one week use at 10 paisas P.B.  
P. Vol:

For books issued for one week use at 5 day paisas  
P.B. P. Vol:  
(Not in demand)

The librarian may refuse to lend books to any person who fails to clear the fine and will send the names of the defaulters to the authorities for realization of the fine after giving due notice.

10. The materials borrowed from the Library are supposed to be brought in to the personal use of the members only. Any misuse of the library materials should be reported by the librarian to the Head of the Department of the Borrower concerned with a copy of the report to the vice chancellor.

11. A week's notice shall be given before a deposit is withdrawn. No deposit shall be repaid until all the books, and dues outstanding against the member and all his member's tickets have been duly returned.

12. A member who has lost a ticket shall make a written report of the same to the librarian the duplicate tickets will be issued after a fortnight.

#### 4. *Conditions of loan for the Departmental Library,*

(a) A department may take on loan for an indefinite period not more than 500 of such volumes as may be agreed upon between the Head of the Department and the librarian.

(b) This will be called permanent loan.

(c) Permanent loan will be controlled by exchange of letters specifying the volumes and not by Reader's Tickets.

(d) The volumes on permanent loan shall ordinary be taken out and returned, preferably, once in a year-say within the first month of an academic year.

(e) A volume taken out either for a whole term or on permanent loan may be recalled by the librarian at any time after one month of its being taken out, if it is required for use by others.

## PROCEDURE FOR THE GRANT OF CONCESSION IN TUITION FEE

Within a month of completion of admission to the University teaching department, the Registrar will notify to students about the submission of application, to the Heads of their departments, for the grant of concession in tuition fees.

The heads of the department, in association with a senior teacher of the department will interview the candidates and submit the recommendation to the Committee of Heads of the departments. The heads of the department and Registrar or his nominee will scrutinise the recommendations and final list will be submitted to the Vice Chancellor by the Registrar for his approval.

After the approval of the Vice Chancellor has been obtained the Registrar will forward a copy of the same to the Accounts Officer for record and necessary action. The Registrar will forward to the respective heads of the departments, the names of the students of his department who have been granted concession in tuition fee.

### *Eligibility of Students.*

- (a) The following categories of students shall be entitled for concession in tuition fee over and above the prescribed quota.



University employees whose basic pay is Rs. 500/- P.M. or less and their children.

- (ii) Wards of the members of teaching profession.
- (iii) Brother/Sister concession.
- (b) The following categories of students shall not be entitled for any concession in tuition fee.
  - (i) Students getting any scholarships.
  - (ii) Students who are in full time regular employment with exception of those covered in a (i) above.

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### REGULATIONS REGISTRATION OF STUDENTS

The Registrar shall maintain a register of the students of the University falling into any of the following categories :-

1. (I) Students on the rolls of affiliated/constituent Colleges or Institutions admitted to courses of study leading to Higher Secondary Certificate or first degree.
  - (II) Students on the rolls of the University Teaching Departments reading for graduation or post graduate degrees.
  - (III) Post graduate students engaged in research under the supervision of University Teachers.
  - (IV) Students of Polytechnic / Commercial Institute or similar Institution admitted to courses of study leading to Diploma or Certificates.
  - (V) Students applying for admission to University Examination as private Candidate; and
  - (VI) Any other categories that may be recognised by the University.
2. The Registrar shall assign a Registration No to each student after receiving an application by the student admitted in a College Institute or University.
3. The register of students shall contain the following particulars in respect of each registered student.
  - (I) Name of the Students/Candidates.
  - (II) Father's Name.
  - (III) Date of birth as recorded in Secondary School Certificate.

12. The procedure for the Registration of students in the University register shall be as follows:-

(a) For affiliated/Constituent College or Institutes etc; The Principal will admit a student in the College / Institution and collect the prescribed fee for Registration at the time of admission to the College /Institution. The University will provide to each principal application forms for Registration, Which the Principal shall get completed by each student within two weeks of admission.

The Principal shall then forward to the Registrar all the application forms duly filled in by the student accompanied by necessary documents and prescribed fees within two weeks from the last date of admission fixed by the University. The Registrar, after scrutiny of applications will prepare the Registration Cards and will forward the same to the Principal concerned for distribution to the concerned students.

(b) The private Candidates:-

All candidates desiring to appear in any University Examination permitted by rules shall obtain the Registration forms from the principal of the college in their District or Zone, and shall submit the same after completion to the Registrar along with the prescribed fee for Registration. The forms will be available through the principals for one month after the official commencement of the Academic/Session and should be submitted to the Registrar within two weeks after that the candidates can also obtain these forms directly from the Registrar within the prescribed time. The Registrar will prepare the Registration Cards for such candidates and shall send them

by post to the respective authorities declared by candidates in the forms.

13. If a student/candidate fails to submit the application forms for Registration within the prescribed dates due to any reason, he/she shall be allowed to submit the same after payment of additional late fee at the following rates:-

(a) Within a period of two weeks after the last date of Submission Rs. 5/-

(b) Within a period of four weeks after the last date of submission Rs. 10/-

No application will be accepted after expiry of period "b" above and students/candidates shall not be allowed to appear in the University Examination that year. The Vice Chancellor may however allow a student/candidate to submit his/her applications for a period of four weeks after expiry of the period "b" by charging Rs. 15/- as late fee provided that the above schedule will not apply for students who are admitted late in any Institution as special case.

14. The Controller of Examinations will receive the application forms for admission to various Examinations from the principal of the College/Institute or from the Head of the Teaching Department or directly from the private candidate before submitting the Examination forms, the principal/Heads, shall assure themselves of the correctness of all entries in the forms.



ficate. But in future no student/candidate will be allowed to appear in any Examination without having been registered as a University student.

19. No student who was enrolled as a student in any affiliated/constituent College, Institute or a University Teaching Department before these provisions came into force, shall suffer from any disability arising from the fact that his/her name was not registered exactly in accordance with these provisions.

20. The Vice Chancellor can relax, amend or do away with any of the provision if he feels necessity of doing so for any particular case.

21. Registration fee for Master/Bachelor/Post Graduate Degree students/candidates will be Rs. 15/- all these students/candidates who are already registered Registration will continue.

#### MIGRATION.

22. Students desiring to leave the University shall apply to the Registrar for a Migration Certificate on the prescribed form accompanied by a payment receipt of Rupees Ten mentioning their Registration number without fail.

23. The Migration Certificate will be issued to a student who has been debarred from appearing in any Examination expelled or rusticated from the University for misconduct till the period of punishment lasts.

24. If a student after taking a Migration Certificate does

The Controller of Examinations shall immediately inform the Principal/candidate concerned about non entry of Registration number in any Examination and it shall be the responsibility of the students/candidate to get the Registration number entered in the form within two weeks.

15. The Controller of Examinations will prepare a roll number wise list of all students/candidates mentioning the Registration number as well and shall forward a copy to the Registrar at least four weeks before the commencement of the Examination, for verification of Registration number of the candidates. If a candidate manages to appear in any Examination without necessary particulars his/her result will be withheld.

16. The Registrar may reject an application for admission to an Examination if the particulars given in the application do not correspond with those entered in the register and may redirect the application to resubmit complete particulars through the Principal/Head of the Department.

17. As a special case the regular students/candidates of Baluchistan who were registered with or appeared in any Examination conducted by the Multan Board and/or of Punjab University prior to the Establishment of Quetta Board of University of Baluchistan are exempted from the production of Migration Certificate for the purpose of Registration. This concession will be availed till the Examination of 1974.

18. The Students/Candidates who appeared in any Examination of the University of Baluchistan up till now be

not join any other institution, and wishes to rejoin this University, he shall surrender the Migration Certificate issued to him/her name may be restored in the register of the student provided that the fee shall not be refunded.

25. Migration Certificate/Transfer Certificate fee for all students/candidates will be Rs. 15/-

The Revised University of Baluchistan (Grade I-15) Employees (pay revision) rules, 1977.

The Syndicate, University of Baluchistan, in its meeting held on 22.7.1977 approved the adoption of the revised pay scales for the University Employees (grade I-15) in accordance with the Govt. of Baluchistan Notification No. FD(R)111-35/77 dated 18.5.1977, copy enclosed as Appendix-A.



GOVERNMENT OF BALUCHISTAN  
FINANCE DEPARTMENT.

NOTIFICATION.

The 18th May, 1977.

No. FD(R)111-35/77. In exercise of the powers conferred by section 25 of the Baluchistan Civil Servant Act, 1974 (Baluchistan Act IX of 1974), the Government of Baluchistan is pleased to make and promulgate the following rules, namely :-

THE REVISED BALUCHISTAN (GRADE 1-15) CIVIL SERVICES (PAY REVISION) RULES, 1977.

1. Short title and application.
  - (1) These rules may be called the Revised Baluchistan (Grade 1-15) Civil Services (Pay Revision) Rules 1977.
  - (2) They shall have effect from the 1st May, 1977.
  - (3) Subject to the provisions of rule 4, these rules shall apply to all (1-15) Government Servants who are under the rule making control of the Governor of Baluchistan except :-
    - (a) establishment paid out of contingent funds;
    - (b) work charged establishment as defined in the Building Roads Department Code (P.W.D. Code);
2. Definitions.

In these rules, unless there is anything repugnant in the subject or context :-

  - (a) Existing Baluchistan Pay Scales, means the scales of pay applicable to Government Servants on 10-4-1977.

(b) Consolidated Scale, means a scale of pay prescribed under the West Pakistan (Non-Gazetted) Civil Services (Pay Revision) Rules, 1963.

(c) Dearness Allowances means Dearness Allowances, Special Dearness Allowance and Additional Dearness Allowance sanctioned by the Government of Baluchistan in 1973, 1974 & 1974 respectively.

(d) Existing Government Servant means a Government Servant (Grade 1-15) who was in service of the Government on 30-4-1977.

(e) Existing pay, means the pay that an existing Government servant would have drawn on the 1st May, 1977, but for the issue of these rules provided that in the case of a post in respect of which it is mentioned in the schedule that the Revised Baluchistan Pay Scale include special pay or technical pay previously prescribed, therefore the term existing pay shall also include special pay or technical pay in question; provided further that in the case of Government servants who had opted to retain the present scales in terms of rule 4 of the West Pakistan (Non-Gazetted) Civil Services (Pay Baluchistan Revision) Rules, 1963/1972, the term existing pay, shall also include the dearness pay and personal pay, in any, admissible under rule 9 of the said pay Revision Rules.

(f) Existing pay scale means the scale of pay to which a Government servant was entitled on the 30-4-1977, in accordance with the rules applicable to him on that day.

(g) Finance Department means the Finance Department of the Government of Baluchistan.

(h) Government means the Government of Baluchistan

(i) Revised Baluchistan Pay Scales means the scales of pay as specified in column 1 of the Schedule to these rules.

(j) Pay scales includes a fixed rate of pay.

(k) 'Schedule' means the Schedule appended to these rules.

3. Applicability of the Revised Baluchistan Pay Scales, 1977.

(1) Subject to the provisions of rule 4, the Revised Baluchistan Pay Scales, 1977 shall apply to all (Grade 1-15) Government Servants holding posts included in the Schedule.

(2) The Existing Baluchistan pay scales 1972 as shown in Column 4 of the Schedule shall stand concerted to the Revised Baluchistan Pay Scales as shown in Column 1 thereof.

4. Right of option.

(1) Every existing Government servant shall have the right to opt for the Revised Baluchistan Pay Scales or the existing Baluchistan Pay Scales.

(2) The option shall be exercised in writing in the form appended to these rules and shall be communicated to the Head of Office under whom the Government servant is serving, within a period of four months from the date of issue of these rules; and in the

case or post included in the Schedule subsequent to the date of issue of these rules, within a period of four months of such inclusion.

(3) In case an existing Government servant, at the time of issue of these rules, is out of Pakistan or is on leave and has, for some reasons, not been able to exercise his option, he may exercise the option and communicate it to the Head of his Office within four months of the date of his taking over charge of his post in Pakistan.

(4) Two identical copies of the option shall be prepared by the existing Government servant concerned. One copy will be returned to him, duly signed by the Head of his office, or the latter's nominee, in token of the option having been received. The other copy, also bearing the countersignature of the Head of office, or his nominee, will be posted in service book of the Government servant concerned.

(5) If any existing Government servant who is entitled to opt, fails to opt within the period prescribed under sub-rules (2) and (3), it will be presumed that he has opted for the Revised Baluchistan Pay Scales.

(6) The option once exercised shall be final.

5. Fixation of pay in Revised Baluchistan pay Scales, 1977.

(1) The pay of all existing Government servants who



6. Increments in the Revised Baluchistan Pay Scales, Increments in Revised Baluchistan Pay Scales shall fall due on the 1st of December, following the completion of at least, 6 months service at a stage in the scale.

7. Admissibility of next higher Baluchistan Pay Scale after reaching the maximum of a particular scale.

(1) If a Government servant reaches the maximum of a Revised Baluchistan Pay Scale and is not promoted or otherwise appointed to a higher post within a period of 5 years from the date of reaching the maximum of the scale, he shall be allowed the next higher post and Baluchistan Pay Scale from the 1st day of December following the completion of 5 years at the maximum of the scale; provided that the same procedure shall be observed in allowing a Government servant to draw pay in the higher Revised Baluchistan Pay Scale as is followed in allowing the Government servant to cross an Efficiency Bar in a Pay scale.

(2) When a Government servant is allowed to draw pay in the next higher Revised Baluchistan Pay Scale under sub-rule (1), his pay in the higher scale shall be fixed at a stage equal to the maximum of the lower Revised Baluchistan Pay Scale and, if there is no such stage at the next lower stage with a personal pay equal to the difference. The personal pay will be absorbed in future increments.

8. Pay admissible to Apprentices, Stipendiary Students and Government servants undergoing train

do not opt for existing Baluchistan Pay Scales, shall be fixed in the Revised Baluchistan Pay Scales with effect from 1st May, 1977.

(2) In the case of the existing employee the initial pay in the relevant Revised Baluchistan National Scale of Pay shall be fixed at the stage equal to or if there is no such stage, at the stage next above, the amount arrived at by allowing an increase of 10% over the aggregate of the basic pay in the existing scale and the dearness allowance that would have been admissible, but for these orders, on the 1st May 1977.

(3) If the minimum of the Revised Baluchistan Pay Scale is higher than the existing pay of the Government servant plus the percentage increase according to the formula prescribed in sub-rule (2), his pay shall be fixed at the minimum of the Revised Baluchistan Pay Scales.

(4) If the aggregate of the existing pay and percentage increase according to the formula prescribed in sub-rule (2) exceeds the maximum of the relevant Revised Baluchistan Pay Scale, the pay of the Government servant shall be fixed at the maximum of the Revised Baluchistan Pay Scale and the difference shall be allowed as personal pay. This personal pay shall be reduced by such amount by which the pay of the Government servant is increased after the 1st May, 1977 and shall cease to be payable as soon as his pay is increased by an amount equal to his personal pay.

ing, after recruitment but before assumption of full charge of the duties of the posts.

(1) There shall be no special rate of stipend or pay for Apprentices, Stipendiary Students or the Government servants undergoing training after recruitment but before assumption of full charge of the duties of the post for which they are recruited. All such persons shall be allowed the minimum of the Baluchistan Pay Scale, to which they will be entitled on stipendiary studentship or training.

(2) The period of apprenticeship, stipendiary studentship, before assumption of full charge of the duties of the post shall not count for increment in the Revised Baluchistan Pay Scale of the post.

(3) Fixation of Pay on Promotion.

(1) On promotion of a Government servant from a lower to higher post, his pay in the higher post will be fixed as follows:-

(a) An additional increment of higher scale in the existing pay of the Government servant may be added and

(b) next stage in higher scale, provided the total benefit so accruing to the Government servant is equal to the amount of more than one increment of the higher pay scale but not more than two increments of that scale or the initial stage of the higher scale, whichever may be greater.

(2) If, by virtue of the benefit admissible under rule 7, a Government servant is already drawing pay in the Baluchistan Pay Scale of the higher post at the

time of his promotion, he will be allowed one advance increment in that Scale with effect from the date of promotion.

10. Selection Grades.

(1) There shall be no Selection Grade in the Revised Baluchistan Pay Scales.

11. Dearness Allowances.

(1) The Dearness Allowances sanctioned vide the Government of Baluchistan, Finance Department's Notification No. FD/11-24/73, dated 25-8-1973, 22-6-1974 and 23-4-1975, as amended from time to time, shall cease to be payable with effect from 1st May, 1977 to the Government servants to whom these rules apply.

(2) The existing Government servants who opt for the Baluchistan Pay Scales 1972 shall, with effect from the 1st May, 1977, be allowed personal pay equal to the amount of Dearness Allowances that would have been admissible to them but for the issue of these rules. The personal pay shall be merged in their future increments or in their pay on promotion.

12. Addition to or modification of Schedule.

The Government may, from time to time, add to or modify the schedule with such conditions as it may deem necessary to impose.

13. No scale, except as provided in rule 4, other than the Revised Baluchistan Pay Scales as given in column 1 of the schedule, shall be allowed to any



(Grade T-15) Government Servant, except with the approval of the Governor.

14. **Relaxation.**

In cases where the operation of these rules involves undue hardship to a Government servant, the Government may, for reasons, to be recorded in writing, relax any of these rules in his favour.

BY ORDER OF THE GOVERNOR OF BALUCHISTAN.

S. R. POONEGAR  
SECRETARY FINANCE

No. FD(R) III-35/77. Dated Quetta, the 13th May, 1977.

Copy forwarded for information and necessary action to:-  
The Additional Chief Secretary (Dev) Baluchistan, Quetta;  
All the Administrative Secretaries to Government of Baluchistan, Quetta.

The Inspector General of Police, Baluchistan, Quetta.

The Commissioners Quetta, Kalat and Sibi Division.

All the Heads of Attached Departments in Baluchistan.

All the Deputy Commissioners/Political Agents and District and Session Judges in Baluchistan.

The Registrar, Baluchistan High Court, Quetta.

The Secretary, Baluchistan, Public Service Commission.

Quetta.

All District Education Officers in Baluchistan.

(Mohammad Sharif)  
Section Officer (Reg).

No. FD (R) III-35/77. Dated Quetta, the 18th May, 1977.

Copy forwarded for information and necessary action to:-  
The Comptroller Baluchistan, Quetta.

1. All the Treasury Officers in Baluchistan.

2. (Mohammad Sharif)  
Section Officer (Reg).

(ANNEXURE)

NATIONAL SCALES OF PAY

S. No.	Existing Baluchistan Pay Scales.	Revised Baluchistan Pay Scales.
1.	2.	3.
	Rs.	Rs.
NPS 1	100-2-116/3-140	250-5-280/6-340
NPS 2	110-3-152/4-180	260-6-302/7-365
NPS 3	120-3-150/5-180	270-7-326/8-390
NPS 4	130-4-170/5-200	280-8-352/9-415
NPS 5	150-6-180/8-220/10-280	290-10-350/12-470
NPS 6	165-8-205/10-255/10-315	315-12-399/14-525
NPS 7	180-10-230/10-280/15-370	335-14-447/16-575
NPS 8	200-12-260/15-335/15-425	370-16-514/18-640
NPS 9	225-15-300/16-380/20-480	390-20-590/22-700
NPS 10	250-18-340/20-440/20-540	410-22-520/24-760
NPS 11	275-20-375/20-475/25-600	430-24-550/28-830
NPS 12	300-20-400/25-525/25-650	460-28-600/30-900
NPS 13	325-25-450/25-575/25-700	490-30-790/32-950
NPS 14	350-25-475/25-600/30-750	520-30-730/35-1010
NPS 15	375-25-500/30-650/35-825	550-35-900/40-1100

(ANNEXURE)

OPTION FORM

(Vide Rule 4 of the Revised Baluchistan ( Grades I-15 ) Civil Services ( Pay Revision Rules, 1977 ).

I, ..... opt/do not opt for the Revised Baluchistan Pay Scales introduced by the Baluchistan Grades I-15 Civil Services ( Pay Revision ) Rules, 1977.

I fully understand that the option once exercised

is final  
Dated: .....

Signature.....

Name in block letters: .....

Father's name: .....

Designation: .....

Branch: .....

Office/Department: .....

ATTESTED:

Signature.....

Designation ( Stamp of Head of Office )



No. FD (R) III-40/77  
GOVERNMENT OF BALUCHISTAN  
FINANCE DEPARTMENT  
Dated Quetta the 18th May, 1977.

To

The Additional Chief Secretary (Dev.) Baluchistan,  
All the Administrative Secretaries of Baluchistan,  
All the Commissioners/D.Cs/P.As in Baluchistan,  
All Heads of attached Departments in Baluchistan,  
All the District Education Officers in Baluchistan.

Subject :- ADMISSIBILITY OF ALLOWANCES AND OTHER  
FRINGE BENEFITS TO THE GOVERNMENT SER-  
VANTS CONSEQUENTLY UPON THE REVISION  
OF NATIONAL PAY SCALES, 1977.

Sir,

I am directed to invite your attention to the Revised  
Baluchistan (Grade I-15) Civil Services (Pay Revision)  
Rules, 1977 and to state that in supersession of the pre-  
vious orders on the subject the allowance mentioned  
hereunder shall be admissible to all Government ser-  
vants (I to 15) including teaching staff of Education Dep-  
artment who opt for the Revised Baluchistan Pay Scales.

1. *House Rent Allowance.*

All employees (Grade I-15) not provided with Govern-  
ment accommodation and posted at stations mentioned  
below shall be entitled to House Rent Allowance at the  
following rates :-

- (i) Quetta  
30% of the minimum of the  
relevant Revised Baluchistan  
Scales of Pay.
- (ii) Divisional Headquarters/ District headquarters  
10% of the minimum of the  
relevant pay scales.  
other than those speci-  
fied at (i) and all Tehsil

Other conditions regulating this allowance shall contin-  
ue to apply.

2. *House Rent Recovery.*

The recovery of house rent for the residential accom-  
modation provided by Government shall be made at the  
rate of 5% of the emoluments of an employee (Grades  
I to 15).

3. *Washing Allowance.*

Washing Allowance will be admissible to the staff enti-  
tled to liveries at the rate of Rs. 5/- P. M. in Revised  
Baluchistan Pay Scales No. 1 to 4.

4. *Residence Office Conveyance Allowance.*

All employees (Grade I-15) posted at Quetta not resi-  
ding within their work premises, shall be allowed Con-  
veyance Allowance or Motor Cycle maintenance allow-  
ance, subject to the conditions:-

(i) Conveyance Allowance - Rs 30/- P. M.

(ii) Motor Cycle Maintenance Allowance - Rs. 60/- P. M. to those Govern-  
ment Servants drawing pay  
of not less than Rs. 350/- P.M.  
and who maintains a Motor-  
cycle in the name of his own  
or of his/her spouse.

5. *Local Compensatory Allowance.*

Local Compensatory Allowance shall be admissible to all  
employees posted and residing at Quetta @ 5% of the  
pay in the Revised National Pay Scales subject to the  
maximum of Rs. 100/- with effect from 1st May, 1977.

Yours obedient servant,  
(S. R. Poonegar)  
Secretary, Finance

GOVERNMENT OF BALUCHISTAN  
FINANCE DEPARTMENT.

From: Mr. S. R. Poonegar  
Secretary to Govt. Baluchistan  
Finance Department, QUETTA.

To:

The Additional Chief Secretary (Dev), Baluchistan.  
The Member, Board of Revenue, Baluchistan  
All Administrative Secretaries in Baluchistan  
All Commissioners in Baluchistan  
All Heads of Attached Departments in Baluchistan  
The Secretary, Baluchistan Provincial Assembly  
The Secretary, Baluchistan Public Service Commission  
The Registrar, Baluchistan High Court, Quetta.

No. FD (R) III-40/77 Dated Quetta the 18th May, 1977.

Subject:

GRANT FOR SENIOR POST ALLOWANCE

I am directed to refer to item II (Senior Post Allowance) to this department letter No. FD (R) III-36/72 dated the 30th March, 1974 and to state that in partial modification thereof the Government of Baluchistan has been pleased to sanction the Senior Post Allowance to Government servants drawing pay in Revised National Pay Scales No. 20, 21 and 22 with effect from the 1st May, 1977 under the existing condition at the following rates:-

262

Grade-20  
Grade-21  
Grade-22

Your obedient servant,  
(S. R. Poonegar)  
Secretary, Finance  
Baluchistan.

No. FD (R) III-40/77 Dated Quetta the 18th May, 1977.

A copy is forwarded to the:-

1. Comptroller, Baluchistan, Quetta.
2. All Treasury Officers in Baluchistan.

(Mohammad Sharif)  
Section Officers (Reg)  
Government of Baluchistan

263



*The Revised University of Baluchistan  
(Grade 16-22) employees (pay revision) rules, 1977.*

The Syndicate, University of Baluchistan, in its meeting held on 28.7.1977 approved the adoption of the revised pay scales for the University employees (Grade 16-22) in accordance with the Govt. of Baluchistan Notification No. FD (R) III-40/77, dated 18.5.1977; copy enclosed as Appendix - A.

GOVERNMENT OF BALUCHISTAN  
FINANCE DEPARTMENT  
NATIONAL INFORMATION  
The 18th May, 1977.

No. FD (R) III-40/77. In exercise of the powers conferred under Section 25 of the Baluchistan Civil Servants Act, 1974 (Baluchistan) Act IX of 1974, the Governor of Baluchistan is pleased to make the following rules namely:-

THE REVISED BALUCHISTAN (GRADES 16-22) CIVIL SERVICES (PAY REVISION) RULES, 1977.

1. Short Title, application and commencement: (1) These rules may be called the Revised Baluchistan (Grades 16-22) Civil Services (Pay Revision) Rules, 1977.
2. Subject to the provisions of rules 4 and 5, they shall be deemed to have come into effect from the 1st day of May, 1977.
- (3) Subject to the provisions of rule 4, they shall apply to all (Grades 16-22) Government Servants holding posts specified in the Schedule and serving in connection with the affairs of the Province of Baluchistan except:-
  - (a) establishment paid out of contingent funds;
  - (b) work-charged establishment as defined in the Building and Roads Department Code (PWD Code)
2. Definitions: In these rules, unless their is anything repugnant in the subject or context:-
  - (a) "Annexure" means an annexure appended to these rules;

(b) "Dearness Allowance" means Dearness Allowance, Special Dearness Allowance and Additional Dearness Allowance sanctioned by the Government of Baluchistan in 1973, 1974 and 1975, respectively.

(c) "Existing Government Servant" means a Government servant who was in (Grades 16-22), service of Government on 30.4.77 and continued in service after that date.

(d) "Existing Pay" means the pay that an existing Government Servant would have drawn on the 18th May, 1977. Provided that in the case of a post in respect of which it is mentioned in the Schedule that the Revised National Pay Scales included special pay or technical pay previously prescribed therefore, the term "existing pay" shall also include such special pay or technical pay as the case may be.

(e) "The Baluchistan Pay Scale" means the scale of pay to which a Government Servant was entitled immediately before the first day of May, 1977.

(f) "Finance Department" means the Finance Department of the Government of Baluchistan.

(g) "Government Servant" means a Government Servant in the (Grades 16-22) service of Government of Baluchistan.

(h) "Government" means the Government of Baluchistan.

(i) "Pay" means the amount drawn monthly by a Government Servant other than as Special Pay, Technical Pay, Personal Pay, Overseas pay, Teaching Pay or as allowance.

(j) "Pay Scale" includes a fixed rate of pay.

(k) "Revised National Pay Scales" means the scales of pay specified in Annexure 'A'.

(l) "Schedule" means the schedule appended to these rules.

3. Applicability of these Revised National Pay Scales Subject to the provisions of Rule 4, Revised National Pay Scales shall apply to all Government servants holding posts specified in the Schedules.

#### 4. Right of Option.

(a) Every existing Government servant shall have the right to opt for the Revised National Pay Scales for his existing National Pay Scales of 1974.

(b) An existing Government servant opting for the Revised National Pay Scales may opt for these scales with effect from 1st May, 1977.

(2) The option shall be exercised in writing in the Form Annexure 'B' and shall be communicated to the Audit Officer under Registered cover (Acknowledged) within a period of four months from the publication of the notification of these rules, and in the case of post included in the schedule after the date of publication of notification in these rules, within a period of four months from the publication of such inclusions.

(3) In case an existing Government servant, at the time of the notification of these rules, is out of Pakistan, or is on leave, and has for some reason, not been able to exercise the option, he may exercise the option and communicate it to the Audit Officer within four months from the date of his taking over the charge of his post in Pakistan.



- (3) Fixation of pay in the manner prescribed in sub rule 2 of this rule shall be subject to the condition that the maximum of the relevant National Pay Scales is not exceeded.
- (4) The Government Servants, who were appointed to (Grade 18-22) posts by initial recruitment on or after the 1st May, 1977, shall not be allowed the benefit of fixation of pay under sub rule 2. They shall be deemed to have been appointed at the minimum of the relevant National Pay Scale.
- 6. Fixation of pay in Substantive and temporary posts:-  
The pay of every Government Servant covered by rule 5 shall be fixed both in the scale of his substantive post and the scale of the post held by him in temporary or officiating capacity.
- 7. Increments in the National Pay Scales - The increments in the Revised National Pay Scales shall fall due on the 1st day of December, following the completion of at least six months service at a stage in the relevant Revised National Pay Scale.
- 8. Admissibility of next higher Revised National Pay Scale after reaching the maximum of a lower scale:-  
(1) Subject to the provisions of sub rule 2, a Government Servant who has reached the maximum of Revised National Pay Scale No. 16 or 17 shall be brought on to Revised National Pay Scale No. 17 or 18 respectively with effect from the 1st December of the year in which he completes three years of such service at the above mentioned maximum as counts for increments under the rules, subject to the following conditions:-

- (4) If any existing Government servant fails to opt for National Pay Scales 1974 or Revised National Pay Scales within the period prescribed in sub-rule 2 and 3, it will be presumed that he has opted for the Revised National Pay Scales, 1977 with effect from 1st May, 1977.
- (5) The option once exercised shall be final.  
Explanation:- An existing Government servant can either opt for the Revised National Pay Scales or for the existing National Pay Scales, 1974. It is not open to him to opt for the Revised National Pay Scales 1977 in the case of some post or posts and the National Pay Scales, 1974 in the case of other post or posts.
- (6) The existing Government servants who do not opt for the Revised National Pay Scales, shall continue to be governed by the rules, orders etc. regarding scales of pay, allowances etc. that have been applicable to them but for the making of these rules.
- 5. Fixation of Pay in the Revised National Pay Scales-Sub-ject to the provisions of sub rule 5 and 6 of these rules, the pay of existing Government servants, who opt for the Revised National Pay Scales shall be fixed in the said scales with effect from 1st May, 1977.  
(2) In the case of the existing employees, the initial pay in the relevant Revised National Scales of Pay shall be fixed at the stage equal to, or if there is no such stage, at the stage next above, the amount arrived at by allowing an increase of 10% over the aggregate of the basic pay in the existing scale and the Dearness Allowances that would have been admissible but for these order, on the 1st day of May 1977.

That he has earned in succession from the year of reaching of maximum upto the year of moving over (both years included) Annual Confidential Reports without any adverse entry. If this condition is not fulfilled, such Government Servant shall wait at the maximum till he has earned in succession the requisite number of reports, without an adverse entry, and his move over to the next higher scale shall take effect from the 1st December of the year following the one for which the last such report is earned.

2) A Government Servant, who will be adjusted in, or whose basic pay scale is, Revised National Pay Scale No. 16 will be allowed to move over only upto National Pay Scale No. 17 and who will be adjusted in or whose basic pay scale is National Pay Scale No. 17 will be allowed to move over only upto Revised National Pay Scale No. 18.

3) When a Government Servant is allowed to draw pay in the next higher Revised National Pay Scale under sub rule (1), his pay in the higher scale shall be fixed at a stage equal to the maximum of lower Revised National Pay Scale and, if there is no such stage, at the next lower stage with personal pay equal to the difference. The personal pay will be absorbed in future increments.

*Fixation of Pay on Promotion*

- 1) On appointment of a Government Servant from a lower to a higher post, his pay in the higher post will be fixed as follows:
  - a) An additional increment of higher scale in the existing pay of the Government Servant may be added and
  - b) next stage in higher scale; provided that the total benefit so accruing to the Government servant is equal to the am-

ount of more than one increment of the higher pay scale but not more than two increments of that scale or the initial stage of the higher scale, whichever may be greater.

(2) If, by virtue of the benefit admissible under rule 7, a Government servant is already drawing pay in the Baluchistan pay scale of the higher post at the time of his promotion, he will be allowed one advance increment in that scale with effect from the date of promotion.

10. If a Government Servant in National Pay Scale No. 18 is appointed to a post in National Pay Scale No. 19 before he enters the 12th year of service, he shall draw the minimum of Revised National Pay Scale No. 19 and the next increment in that scale shall accrue to him on the 1st day of December, following the completion of the 12th years of service.

11. *Admissibility of full pay of the post in Revised National Pay Scale No. 20 and above.*

(1) If a Government servant is appointed to a post shown in part II of the Schedule (Hereafter referred to as the said post) on or after the date from which he has opted for the Revised National Pay Scale, but has not on the day of his appointment to the said post, completed the minimum length of Class-I (Grade 17), service prescribed for such post in column 5 of the Schedule, he shall be entitled to the minimum of the Revised National Pay Scale prescribed for the said post only from the date he completes the prescribed minimum length of service and till such time as he completes prescribed minimum length of service, he shall be entitled to the pay admissible to him from time to time in the lower post, held by him immediately before

(a) the pay admissible to him from time to time in the lower post, held by him immediately before



appointment to the said post; and the difference between the pay referred to in clause (a) and the minimum of the Revised National Pay Scale of the said post reduced by twenty per cent of the difference for every year or part of the year by which his service falls short of the prescribed length of service subject to a maximum reduction of eighty per cent. Provided that in the case of post included in part-II of the Schedule for which the remuneration laid down in that Part of the Schedule is pay in a time scale plus a special pay, the special pay shall not be affected by this rule.

In the case of Government servants appointed to the posts of Secretary to Government, the pay admissible in the lower post shall be taken as the presumptive pay that such Government servant would have received had he been appointed to a post carrying Revised National Pay Scale No. 19 without any restriction regarding minimum length of service.

(2) If a Government servant was holding a post shown in Part-II of the Schedule immediately before the 1st of May, 1977 on which he opts for the Revised National Pay Scales but has not completed the prescribed length of service on that date, his pay shall first be fixed in the next lower Revised National Pay Scales under the relevant provisions of these rules and thereafter, with reference to the pay so fixed, his pay in the Revised National Pay Scales of the post held by him shall be determined in accordance with the provisions of sub-rule 1. Explanation - In computing the length of service for the purpose of this rule -

(a) For the length of service in Class-I (Grade-17) shall be added half of the service in Class-II (Grade-16) and 1/4th of the (Grades 3-15) service, if any and

(b) For the Civil service referred under the Federal Government or another Provincial Government shall also be taken into account.

12. Selection Grade-(I) There shall be 09 Selection Grades in the Revised National Pay Scales.

13. Special Pay- If a special pay was attached to a post or admissible to certain incumbents of such posts in the National Pay Scales, such special pay shall, unless otherwise specified in the Schedule continue to be admissible at the existing rates with the Revised National Pay Scales, without any maximum limit of pay.

14. All existing rules or orders shall be deemed to have been modified to the extent indicated in these rules. All existing rules and orders not so modified shall continue to be in force.

15. Government Servants engaged on contract- The Government Servants engaged on contract shall continue to draw their conventional pay for so long as they hold the post in which they were recruited, but if they are employed in any other post, they shall either draw the pay of the latter post as prescribed in the Schedule or the conventional pay whichever is more beneficial to them.

16. Addition to or modification in the Schedule- The Government may from time to time add to or modify the schedule with such conditions as it may deem fit.

17. Relaxation in cases where the operation of these rules cause hardship to a Government

NATIONAL SCALES OF PAY

No.	Existing Scale.	Revised Scale
1.	2.	3.
NPS 16	Rs. 400-35-750/50-1000	Rs. 625-40-825/50-1325
NPS 17	500-50-1000/50-1250	900-50-1150/60-1750
NPS 18	1000-75-1750	1350-75-1650/100-2150
NPS 19	1800-80-2200	2250-100-2750
NPS 20	2300-100-2600	2600-125-3225
NPS 21	2750	3000-150-3750
NPS 22	3000	3250-200-4250

(ANNEXURE 'B')

the Revised National Scales introduced by the Baluchistan (Grades 16-22) Civil Services (Pay Revision) Rules, 1977 with effect from .....

I fully understand that the option once exercised is final.

Dated: .....

Signature .....

Name in Block Letters .....

Father's Name .....

Designation .....

Branch/Section .....

Office/Department .....

BY ORDER OF THE GOVERNOR OF BALUCHISTAN  
S. R. POONEGAR  
SECRETARY,  
GOVERNMENT OF BALUCHISTAN  
FINANCE DEPARTMENT.

No. FD (R) III-40/77. Dated Quetta, the 18th May, 1977.  
Copy forwarded for information and necessary action to:-

- The Additional Chief Secretary (Dev.) Baluchistan Quetta.
- All the Administrative Secretaries to Govt. of Baluchistan, Quetta.
- The Inspector General of Police, Baluchistan, Quetta.
- The Commissioners, Quetta, Kalat and Sibi Divisions.
- All the Heads of Attached Departments in Baluchistan.
- All the Deputy Commissioners/Political Agents and District and Session Judges in Baluchistan.
- The Registrar, Baluchistan High Court, Quetta.
- The Secretary, Baluchistan Public Service Commission, Quetta.
- All District Education Officers in Baluchistan.
- (Muhammad Sharif)  
Section Officer (Regulation)  
for Secretary Finance.

No. FD (R) III-36/77. Dated Quetta, the 18th May 1977.

Copy forwarded for information and necessary action to:-

- The Comptroller Baluchistan, Quetta.
- All the Treasury Officers in Baluchistan:
- (Muhammad Sharif)  
Section Officer (Regulation)  
for Secretary Finance.



No. FD (R) III:40/77  
GOVERNMENT OF BALUCHISTAN  
FINANCE DEPARTMENT.

Dated Quetta, the 18th May, 1977

Mr. S. R. Poonegar,  
Secretary to Government of Baluchistan  
Finance Department, QUETTA.

The Additional Chief Secretary (Dev), Baluchistan  
The Members, Board of Revenue, Baluchistan  
All Administrative Secretaries in Baluchistan  
All Commissioners/Deputy Commissioners in Baluchistan  
All Heads of Attached Departments in Baluchistan  
The Secretary, Baluchistan Public Service Commission  
The Secretary, Provincial Assembly, Baluchistan  
The Registrar, Baluchistan High Court, Quetta.

Subject:-  
REVISION/GRANT OF ALLOWANCES TO GOVERNMENT SERVANTS (GRADES 16-22) CONSEQUENT UPON THE REVISION OF REVISED NATIONAL PAY SCALES, 1977.

I am directed to invite your attention to the Revised Baluchistan (Grades 16-22) Civil Services (Pay Revision) Rules, 1977 and to state that the Governor of Baluchistan has been pleased to order that in supersession of previous orders on the subject the following compensatory allowances shall be admissible to the Government Servants (Grades 16 to 22) consequent upon the revision of National Pay Scales:-  
**I-House Rent Allowance.**

House Rent Allowance shall be admissible to all Government servants posted at and residing in the

below mentioned stations with the existing conditions regulating the said allowance:-

- 1) Quetta 30% of the minimum of the relevant Revised National Scales of Pay
- Divisional 10% of the minimum of the relevant District Tehsil Revised National Scales of Pay.
- All headquarters of the Government in Baluchistan other than those specified at (i) above.

**II- House Rent Recovery.**

The recovery of house rent for the residential accommodation provided by the Government shall be made at the rate of 5% of the emoluments of an employee.

**III- Residence- Office Conveyance Allowance.**

All employees posted at Quetta not residing with in their work premises shall be allowed Conveyance Allowance of Motor Cycle/Motor Car maintenance allowance irrespective of the distance between the office and the residence at the rates and subject to the conditions specified below

- (i) Conveyance Allowance Rs. 50/- P. M.
- (ii) Motor Cycle Maintenance Rs. 60/- P. M. to those Government servants who maintain motor cycle and draw- ing pay of not less than Rs. 350/- P. M.

(iii) Motor Car Allowance: Rs. 150/- P. M. for those Government servants who maintain Motor Car and draw pay of not less than Rs. 1250/- P. M.

(iv) Cycle/Motor Car Allowance shall be admissible to an employee who possesses a vehicle in his/her own name or in the name of his/her spouse. Provided that the allowance shall be admissible only to one of the spouses, and not to both in respect of the same vehicle.

#### IV- Local Compensatory Allowance.

Local Compensatory Allowance shall be admissible to all employees residing at Quetta 5% of the pay in Revised National Pay Scales subject to a minimum of Rs. 100/- P. M. with effect from 1st May, 1977.

Your obedient servant,

(S. R. POONEGAR)

SECRETARY, FINANCE

BALUCHISTAN

Dated Quetta, the 18th May, 1977.

Copy forward to:-

1. The Comptroller, Baluchistan, Quetta.
  2. All Treasury Officers in Baluchistan.
- (Mohammad Sharif)  
Section Officer (Regulation)  
Government of Baluchistan.

#### BALUCHISTAN UNIVERSITY SCHOLARSHIP FUND REGULATIONS, 1979.

##### 1. Title and Extent.

- i) These Regulations may be called the Baluchistan University Scholarship Fund Regulations, 1979.
- ii) They shall come into force at once and shall apply to students enrolled by the University of Baluchistan.

##### 2. Definition.

In these regulations unless there is anything repugnant in the subject or context.

- a) "Donor" means a person who according to law will make a contribution to the fund;
- b) "Fund" means a fund created especially by the University for scholarships and to which donations contributions are credited;
- c) "Student" Means a student presently enrolled with the University;
- d) "University" means the University of Baluchistan;
- e) "Vice Chancellor" means the Vice Chancellor of the University of Baluchistan.

3. Any citizen of Pakistan or any Corporation, body or any Organization may make a contribution to be credited to the Fund.

EXPLANATION. Any person may make a contribution to the Fund except that in the case of a person not being a citizen of Pakistan permission of the University Grants Commission shall be obtained.

4. The Fund shall be deposited on the recommendation of the Treasurer in the fixed account



any Schedule Bank or invested in Government Security, Bonds or Defence Savings Certificate. The interest accruing from such deposits or investment shall be used exclusively for scholarship to be granted by the University to deserving students of the rural areas of Baluchistan enrolled with the University.

(1) The Vice Chancellor may constitute a Committee to disburse the scholarships.

(2) The Committee shall submit its recommendation to the Vice Chancellor whose decision shall be final.

The Vice Chancellor may design to certain scholarships according to the wishes of the donor. Provided that in such cases the donations shall not be less than rupees one hundred thousand.

The University shall maintain a list of donors and shall publish this list annually for the information of the Syndicate.

(1) The accounts of the Fund shall be maintained separately by the University Accounts Department and shall be submitted annually to the Syndicate.

(2) The Fund shall not form the part of the University Budget.

The Fund shall be audited annually by Auditors to be approved by the Vice Chancellor. The audit report shall be presented annually to the Syndicate.