

Dated Lahore, the 4th June, 1984.

From

Mr. Khalid Jawed
Secretary to Government of the Punjab,
Finance Department.

To

1. All Administrative Secretaries to Government of the Punjab;
2. The Secretary to Governor, Punjab, Lahore;
3. All Heads of Attached Departments in the Punjab;
4. All Commissioners of Divisions in the Punjab;
5. All Deputy Commissioners and District and Session Judges in the Punjab;
6. The Secretary, Public Service Commission, Punjab, Lahore and
7. The Secretary, Punjab Provincial Assembly, Lahore.

SUBJECT: ENCASHMENT OF LEAVE PREPARATORY TO RETIREMENT.

Sir,

I am directed to refer to this Department's circular letter No.FD-PC-2-1/83, dated 2nd December, 1983, and to say that some doubts have been expressed about the admissibility of pay and allowances, grant of medical leave etc. during the surrendered period of LPR for the purpose of encashment of LPR. These issues are clarified in the following paragraphs:

PAY

Pay for the purpose of encashment of LPR includes Basic Pay, Special Pay, Technical Pay, Personal Pay and any other emoluments which may be specifically classed as "Pay" by the competent authority.

A civil servant who opts for encashment of LPR may either draw leave pay for the period for which LPR is admissible subject to a maximum of 180 days in lumpsum after retirement or on month to month basis during such period. The amount of leave pay would, however, be determined on the basis of pay which would have been admissible on the date on which LPR applied for would have been fixed.

ALLOWANCES

Senior Post Allowance will form part of the

other allowances form part of pay for this purpose.

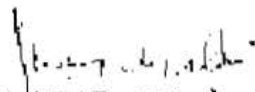
MEDICAL LEAVE

As per para 12(b) of the FD's circular letter No. FD-PC-2-1/83, dated 2.12.1983, a Government servant who desires to get the benefit of encashment of LPR would surrender the entire leave preparatory to retirement due to him. Therefore, no leave of any kind is admissible during the period of surrendered LPR if the benefit of encashment of LPR is to be availed of.

DURATION OF SURRENDERED LEAVE

A Government servant who opts for encashment of LPR and has 365 days or lesser period of LPR on full pay at his credit can have his LPR encashed for the actual period of LPR subject to a maximum of 180 days. He cannot avail of any portion of LPR in that case.

Your obedient servant,


(SHAIKAT ALI)
DEPUTY SECRETARY (SR)
For FINANCE SECRETARY

No. FD-SR-III-1-5 1/83

Dated Lahore, the 4th June, 1984.

A copy is forwarded to the Accountant General, Punjab, Lahore with ~~reference~~ reference to his D.O. No. GAD. 1/Coord/HPS/209, dated 22.2.1984 and all the District Accounts Officers in the Punjab.

UNDER SECRETARY SR.III



Regulation wing

No.FD.SR.II 1-53/83
GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT

Dated Lahore the February 20, 2003

From:

Salman Siddique,
Secretary to Government of the Punjab,
Finance Department.

To

- 1) All Administrative Secretaries of the Punjab Government.
- 2) The Secretary to Governor Punjab, Lahore.
- 3) The Secretary to the Chief Minister Punjab.
- 4) All Heads of Attached Department, Government of the Punjab.
- 5) All District Nazims in the Punjab.
- 6) All District Co-ordination Officers in the Punjab.
- 7) The Registrar, Lahore High Court, Lahore.
- 8) All the District & Sessions Judges in the Punjab.
- 9) The Secretary, Punjab Public Service Commission, Lahore.
- 10) The Secretary to Provincial Assembly, Punjab, Lahore.
- 11) The Chief Pilot, VIP Flight, Lahore.
- 12) The Director General, Audit & Accounts (Works), Lahore.

SUBJECT:- ENCASHMENT OF LEAVE PREPARATORY TO RETIREMENT
Sir,

I am directed to refer to this Department's Circular Letter No. FD.SR.III 1-53/83, dated 4.6.1984 on the subject cited above and to say that the Chief Minister Punjab has been pleased to amend the Clause "Pay" of above referred Circular, which should now be read as under:-

PAY

Pay for the purposes of encashment of L.P.R. includes Basic Pay, Special Pay, Technical Pay, Personal Pay and any other emoluments that may be specifically classed as "Pay" by the competent authority. A civil servant who opts for encashment of L.P.R may either draw leave pay for the period for which L.P.R is admissible subject to a maximum of 180 days in lump sum after retirement or on month-to-month basis during such period. The amount of leave pay may be determined at the rate of pay admissible at the time "Leave Pay" is drawn for actual period of such leave.

2. The above instructions may be brought to the notice of all concerned for strict compliance.


(SYED MUNAWAR QADEER)
Deputy Secretary (SR)

No & Date Even

A copy is forwarded for information the:-

- ① Accountant General Punjab Lahore.
- ② All District Accounts Officers in the Punjab.
- ③ The Under Secretary (Services-I), Govt. of the Punjab, S&GAD, w.r. to his letter No.SI.PF.D-91, dated 8-02-2002.
- ④ All Additional Secretaries of Finance Department.
- ⑤ All Section Officer/Under Secretaries of Finance Department.


(TARIQ MASOOD FAROOKA) 20/2/03
SECTION OFFICER (SR - II)