

Government of Pakistan  
FINANCE DIVISION  
(Regulations Wing)  
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No.F.3(9)R-4/2004-MG

Islamabad 13<sup>th</sup> December,2016

**OFFICE MEMORANDUM**

Subject: **REVISION OF MANAGEMENT GRADES (M-I, M-II, M-III) AND GRANT OF ADHOC RELIEF ALLOWANCE -2016 @ 10% OF BASIC PAY TO THE MANAGEMENT GRADE OFFICERS.**

The undersigned is directed to refer to the subject noted above and to convey that the Federal Government has been pleased to revise the Management Scales-2015 so as to introduce Management Scales-2016 w.e.f. 01-07-2016, which are as under:-

| Management Scales | Existing Management Scales w.e.f. 01-07-2015 | Stages | Revised Management Scales w.e.f. 01-07-2016 | Stages |
|-------------------|----------------------------------------------|--------|---------------------------------------------|--------|
| M-I               | 55755-3960-111195                            | 14     | 68540-4870-136720                           | 14     |
| M-II              | 51885-3375-99135                             | 14     | 63780-4150-121880                           | 14     |
| M-III             | 46705-3050-89405                             | 14     | 57410-3750-109910                           | 14     |

**2. Fixation of pay of the existing employees:**

- i) The basic pay of an employee in service on 30-06-2016 shall be fixed in the Management Scales-2016 on point to point basis i.e. at the stage corresponding to that occupied by him/her above the minimum of Management Scale-2015.
- ii) In case of Personal Pay being drawn by an officer as part of his/her basic pay beyond the maximum of his/her pay scale on 30-06-2016, he/she shall continue to draw such pay in the Revised Management Scales-2016 at the revised rates.

**3. Fixation of Pay on promotion:**

In cases of promotion from a lower to higher posts/scale before introduction of these scales, the pay of the employees concerned in the revised management scales may be fixed and so enhanced that it would not be less than the pay that would have been admissible to him if his promotion to the higher post/scale had taken place after the introduction of these scales.

**4. Annual increment:**

Annual increment shall continue to be admissible, subject to the existing conditions, on 1<sup>st</sup> December of each year.

5. **Adhoc Relief Allowances:**

The following Adhoc Relief Allowances granted w.e.f. 01-07-2013, 01-07-2014 and 01-07-2015 shall cease to exist with effect from 01-07-2016:-

| S.#  | Name Adhoc Relief Allowance              | Office Memorandum & date                    | Admissible Rates                  |
|------|------------------------------------------|---------------------------------------------|-----------------------------------|
| i.   | Adhoc Relief Allowance-2013 (01-07-2013) | No.F.3(9)R-4/2004-365 dated 21-01-2015      | 10% of the basic pay on BPS-2011  |
| ii.  | Adhoc Relief Allowance-2014 (01-07-2014) | No.F.3(9)R-4/2004 dated 21-01-2015          | 10% of the basic pay on PBS-2011  |
| iii. | Adhoc Relief Allowance-2015 (01-07-2015) | Para 7 of No.F.3(9)R-/2004 dated 14-10-2015 | 7.5% of the basic pay on BPS-2015 |

6. **Adhoc Allowance-2010(if admissible)**

- i) The Adhoc Allowance-2010 @ 50% of Management Scales-2008 admissible to the officers holding Management Grades shall continue to stand frozen at the level of its admissibility as on 30-06-2016.
- ii) All the new entrants shall be allowed Adhoc Allowance -2010 @ 50% of the minimum of relevant Management Scales-2008 on notional basis with effect from 01-07-2016, till further orders, and shall stand frozen at the same level.

7. **Adhoc Relief Allowance-2016:**

- i) An Adhoc Relief Allowance -2016 @ 10% of the running basic pay of Management Scales-2016 to the civil employees of the Federal Government shall be allowed w.e.f. 01-07-2016 till further orders.
- ii) Adhoc Relief Allowance 2016:-
  - a) Will be subject to income tax.
  - b) Will be admissible during leave and entire period of LPR except during extra ordinary leave.
  - c) Will not be treated as part of emoluments for the purpose of calculation of Pension/Gratuity and recovery of House Rent.
  - d) Will not be admissible to the employees during the tenure of their posting/deputation abroad.
  - e) Will be admissible to the employees on their repatriation from posting/deputation abroad at the rate and amount which would have been admissible to them, had they not been posted abroad.
  - f) Will be admissible during the period of suspension.
  - g) The term "Basic Pay" will also include the amount of Personal Pay granted on account of annual increment (s) beyond the maximum of the existing pay scales.

8. **Special Pay and Allowances:**

All the Special Pays, Special Allowances or the Allowances admissible as percentage of pay (excluding those which are capped by fixing maximum limit) shall stand frozen at the level of their admissibility as on 30-06-2016.

9. All the existing rules/orders on the subject shall be considered to have been modified to the extent indicated above. All the existing rules/orders, not so modified, shall continue to be in force under this scheme.

10. All Ministries/Divisions of the Federal Government are requested to circulate the aforesaid Management Scales to the Organizations under their administrative control.



(Tahir Mehmood Khokhari)  
Deputy Secretary (R-V)

**ALL MINISTRIES/DIVISIONS/ DEPARTMENTS.**

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