

Government of Pakistan
Finance Division
(Regulations Wing)

F.No.3(4)R-2/2014-736

Islamabad the 21th September, 2022

OFFICE MEMORANDUM

Subject: **GRANT OF USUAL INCREMENT IN THE YEAR OF RETIREMENT.**

The undersigned is directed to refer to Finance Division's O.M. No.3(20)R-2/98 dated 08.09.1999 read with O.M. No.3(20)R-2/98 dated 29.12.1999 and O.M. No. 11(1)R-2/2007-590 dated 06.01.2015 which provide that a Civil Servant is entitled to the usual annual increment, for the purpose of calculation of pension only, on completion of six months service in the year of retirement irrespective of due date of 1st December following the completion of six months.

2. It has been pointed out from various quarters that the civil servants who have been promoted from lower to higher post/scale after completion of six months service in the year of retirement could not get the benefit of annual increment, for the purpose of calculation of pension, if they retire before 1st December following the promotion merely because they have not completed six months service after promotion in the higher post/scale in the year of retirement.

3. It is clarified that in such cases, for the purpose of calculation of pension only, their pay in the higher post/scale may be re-fixed on the basis of pay fixed in the lower post after allowing the benefit of annual increment in pre promotion scale for which he would have been entitled for his six months service.


(Saadia Kanwal)
Section Officer (R-2)
Ph. 9245846

All Ministries/Division/Departments/AGPR

Government of Pakistan
Finance Division
(Regulations Wing)

No. F. 3 (20) R-2/98

Islamabad, the 8th September, 1999.

OFFICE MEMORANDUM

Subject:- **GRANT OF USUAL INCREMENT IN THE YEAR OF RETIREMENT.**

The undersigned is directed to refer to this Division's Circular No. 1 (2)-NG.Imp./71 dated 8th March, 1972, and to say that sub-para (d) of Part-I of the said circular, may be amended to read as follows:-

" The annual increment in the Basic Scale of Pay will accrue only on 1st day of the month of December following the completion of at least six months of service at the relevant stage in that scale as counts for increment under the ordinary rules; provided that":

- a) a retiring Civil Servant shall be entitled to the usual annual increment, for the purpose of calculation of his pension only, on completion of six months service in the year of his retirement, irrespective of due date of 1st December following the completion of six months;
- b) the rules regarding with holding of increments and crossing of Efficiency Bars shall not be affected by this decision.

2. In view of the Federal Service Tribunal (FST)'s judgement in Appeal No. 275 (R) of 1998 [Mr. Muhammad Yusuf V/S. Divisional Suptd. Of Pakistan Railways] the above amendment shall be effective from the calendar year 1998.


(IFTIKHAR AHMAD)
SECTION OFFICER (R-II)

ALL MINISTRIES/DIVISIONS/DEPARTMENTS.

Government of Pakistan
Finance Division
(Regulations Wing)

No. F. 3 (20) R-2/98

Islamabad, the 29th December, 1999.

OFFICE MEMORANDUM

Subject:- GRANT OF USUAL INCREMENT IN THE YEAR OF RETIREMENT.

The undersigned is directed to state that after the issuance of this Division's Circular Office Memorandum No. F. 3 (20) R-2/98 dated the 8th September, 1999 on the above subject, various queries have been received from Ministries/Divisions/Departments etc. as well as from certain retired/retiring Civil Servants. These queries have been considered in this Division and clarifications thereof are circulated for information of all concerned, as under:-

- i) The words "retiring Civil Servant" is applicable to both gazetted and non-gazetted employees. Para (4) of part-1 of this Division's Office Memorandum No. F. 1 (36) Gaz.Imp./73 dated 18-08-1973 may be treated as amended to that extent.
- ii) The civil servants retiring during the period on and from 1st of June and 1st of December of a year are entitled to the usual annual increment.
- iii) The amendment is equally applicable to the Civil Servants expired during the above period.
- iv) The financial effect of the amendment is admissible from the year 1998. No claim of pension/commutation prior to 01-06-1998 will be entertained.

Delegated

vide O.M.

dt. 20.12.99

(IFTIKHAR AHMAD)
SECTION OFFICER (R-1)

ALL MINISTRIES/DIVISIONS/DEPARTMENTS.

Government of Pakistan
Finance Division
(Regulation Wing)

F.No.11(1)R-2/2007-590

Islamabad, the 6th January, 2015

OFFICE MEMORANDUM

Subject: **GRANT OF INCREMENT IN TERMS OF ORDER OF SUPREME COURT OF PAKISTAN DATED 22.06.2009**

The undersigned is directed to refer to this Division's O.M No.11(1)R-2/2007-590 dated 13.07.2010 on the subject noted above and to state that a large number of pensioners who were stuck up at the maximum stage of their pay scale for a long period but having less than 06 months service in the year of retirement, have requested to extend the benefit of one increment in light of Finance Division's above referred O.M. It has therefore been decided in consultation with all stake holders that the following words may be substituted in the sub-clause within parenthesis at the end of the above said O.M dated 13.07.2010:-

For: (having at least six months service in the year of retirement).

Read: (having at least six months service preceding the date of retirement at the maximum of the respective pay scale)


(Nadeem Ijaz Ahmad)
Section Officer (R-2)

The Accountant General of Pakistan Revenue,
Islamabad

Copy for information/necessary action to:-

- i. The Auditor General of Pakistan.
- ii. The controller General of Accounts.
- iii. The Additional Secretary Military Finance, Rawalpindi.
- iv. The Military Accountant General (MAG), Rawalpindi.


Section Officer (R-2)

Muster