

Most Immediate
Wafaqi Mohtasib's Case

Government of Pakistan
Revenue Division
Federal Board of Revenue
[Admn/ HR Wing]

C.No.25(39)MIR-IV/2013

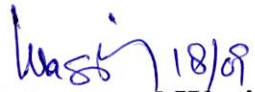
Islamabad the 18th September, 2026

To: **All Directors General/Chief Commissioners, Inland Revenue.**

Subject: **DELAY IN GRANT OF PRIME MINISTER'S ASSISTANCE PACKAGE**

I am directed to forward herewith a copy of Second Secretary (Management/HR.C-III), FBR's U.O. No.2(576)/2017-M/HR.C-III dated 17.09.2026 along-with its enclosures on the above subject and to say that the requisite information / data may please be furnished to Board **latest by 22.09.2026 even if the report is Nil**, for onward submission to Wafaqi Mohtasib (Ombudsman)'s Secretariat on 23.09.2026.

2. The matter may please be treated as **"MOST URGENT"**.


(Muhammad Wasim)
Second Secretary (Mgt/HR.IR-VI)

CC:

- Chief (Management/HR.IR), FBR.
- All Secretaries / Second Secretaries (Mgt/HR-IR) for the similar action.
- Second Secretary (Management/HR.C-III), FBR with reference to above U.O. letter.
- Web Master of PRAL for uploading on the Notice Board of FBR's Website.

Government of Pakistan
Revenue Division
Federal Board of Revenue
(Administration/HR)

Subject: Delay in Grant of Prime Minister's Assistance Package.

I am directed to refer to the subject cited above and to say that a Complaint was lodged by son of late Muhammad Nazir Khan, Principal Appraiser, before the Hon'ble Wafaqi Mohtasib, Islamabad for being aggrieved for non-reimbursement of educational expenses/fee incurred on the education of his siblings at private educational institutions, namely KIPS, The Smart School and Roots International School, in the light of FBR's circulated policy (Urdu translation) dated 17.11.2022 (Annex-I).

2. The case was fixed for hearing before the Hon'ble Wafaqi Mohtasib on 09.09.2026 and 16.09.2026. The representative of the Establishment Division was also present during hearing proceedings on 16.09.2026. During hearing proceedings, the representative of Establishment Division categorically stated that reimbursement of educational expenses incurred in private educational institutions is not admissible to the complainant under the Prime Minister's Assistance Package dated 04.12.2015 (Annex-II).

3. However, during scrutiny of the available record, it transpired that FBR had issued a Circular dated 17.11.2022, wherein an Urdu version of the Circular was also attached at Para-5(a) as Annex-V. A bare perusal of the Urdu version indicates that educational expenses incurred in **Government as well as Private educational institutions** are admissible under the said policy. The Hon'ble Senior Advisory of the Wafaqi Mohtasib adjourn the case till 23.09.2026 and raised the following observations/concerns regarding the aforesaid Circular dated 17.11.2022 issued by the FBR: -

i) Why did FBR issue an Urdu translation of the Establishment Division's O.M. regarding the Prime Minister's Assistance Package dated 04.12.2015, which appears to be inconsistent with the original O.M. issued by the Establishment Division?

ii) The total number of deceased employees whose children were paid educational expenses/fees for private educational institutions up to graduation in accordance with FBR's Circular dated 17.11.2022 may be furnished. A certificate may also be provided stating whether any case(s) has/have so far been processed/paid in accordance with the Urdu version of the said Circular.

4. Since the aforesaid Circular was issued by the Chief (Admn & Finance), FBR, therefore it is requested that an officer of the Admn Wing may be deputed to attend the next hearing i.e. 23.09.2026 before the Senior Advisor, Wafaqi Mohtasib, in order to apprise the position regarding the Urdu version of the Circular and the apparent discrepancy, if any, vis-à-vis the original policy/O.M. of the Establishment Division.

P.T.O

3 (IR-I, II, III) @
3 (IR-IV, V)
3 (IR-VI) For consolidation
Assistant copy
17/9/26
1254

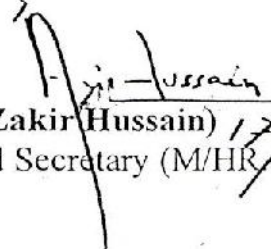
5. Moreover, it is also requested that Chief (Admn. & Finance), Chief (Mgt./HR-IR) and Mgt./HR Customs-I, II & IV may kindly furnish the total number of cases, if any, wherein educational expenses/fee incurred in private educational institutions were reimbursed to the children of deceased employees of FBR in light of the Urdu version of the Circular dated 17.11.2022.

6. In case the response to Para-6 above is **Nil**, a certificate to this effect may kindly be furnished by all the concerned Admn. & HR Wings of FBR for presentation before the Hon'ble Wafaqi Mohtasib at the next date of hearing, i.e. 23.09.2026.

7. It is requested that response on the issue may kindly be furnished latest by **21.09.2026** positively.

8. This issues with the approval of Chief (M/HR-Customs), FBR.

Encl: (As above)


(Zakir Hussain) 17/9/26
Second Secretary (M/HR.C-III)

Chief (Admn & Finance), FBR (HQ), Islamabad.

Chief (Management/HR.IR), FBR (HQ), Islamabad.

Second Secretary (Management/HR. Customs-I,II&IV)

FBR's U.O. No. 2(576)/2017-M/HR.C-III dated 17.09.2026.

GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE

C.No.1(4)S&M/Admn/2022.

Islamabad, the 17th November, 2022.

CIRCULAR

SUBJECT: - MEASURES/STEPS TO BE TAKEN IN RESPECT OF IN-SERVICE DEATH OF EMPLOYEES OF FBR (HQ) AND FIELD OFFICES OF FBR.

The following measures/steps will be taken by relevant wings/sections of FBR (HQ) and field offices of FBR to facilitate surviving family members of employees (BS-01 to BS-22) who die in service, in availing the revised Assistance Package, circulated vide Establishment Division's O.M.No.8/10/2013-E-2(Pt) dated 4th December, 2015: -

2. Office Responsible for Processing/Coordination

Following offices shall be responsible: -

(i) FBR (HQ)

S.No.	FBR (HQs) Employees	Concerned Office
1.	BS-01 to BS-07	The Chief (Admn & Finance)
2.	BS-08 to BS-16 (non-gazetted) BS-16 to BS-22 (IRS)	The Chief (HRM-IR)
3.	BS-16 to BS-22 (PCS)	The Chief (HRM-Customs)

(ii) FBR Field Offices

S.No.	Field Offices Employees	Concerned Office
1.	BS-01 to BS-15	The Chief Collectors/Commissioners, The Director Generals (PCS/IRS), The Collectors/Commissioner/ Directors (PCS/IRS)
2.	BS-16 to BS-22 (IRS)	The Chief (HRM-IR)
3.	BS-16 to BS-22 (PCS)	The Chief (HRM-Customs)

3. Assistance During Burial to the Bereaved Family.

- i. In case of death of a serving employee, the concerned office shall inform Secretary (Admn)/AC/AD(HQ) who shall immediately issue a circular providing, therein, time and venue of Janaza and the contact details of the focal person of the bereaved family.
- ii. The concerned Member/Director General of FBR (HQ)/Head of Department of field offices of FBR or his/her representative shall attend Janaza of the deceased employee.

- iii. Flower wreath, arranged by Secretary (Admn)/AC/AD(HQ) on prior written intimation, shall be laid on the grave of deceased employee, immediately after the funeral on behalf of the Chairman FBR, Members and all employees of FBR.
- iv. The Member/Director General/HOD with assistance of the Admn/HR Wing of FBR (HQs)/ Field formations shall extend complete cooperation to the bereaved family.

4. Issuance of Death Office Order/Notification

- i. The concerned office shall immediately issue Death Office Order/Notification in respect of the deceased employee (Specimen of Death Office Order/Notification attached as Annex-I & II).

5. Coordination with the Bereaved Family for Assistance Package

- i. The concerned office shall contact the bereaved family telephonically as well as in writing and provide information about the benefits admissible under the Assistance Package and other provisions, within 10 days of death of the employee. (specimen letter is attached as Annex-III).
- ii. The concerned office shall also provide the following documents/details to the bereaved family:
 - a. A copy of Assistance Package both in English & Urdu (Annex-IV & V).
 - b. A copy of list of documents to be prepared and provided by the bereaved family for processing the case regarding payment of dues under the Assistance Package (copy of list is attached as Annex-VI).
- iii. The concerned office shall contact the bereaved family telephonically on weekly basis for provision of required documents, enabling them to process the case for making the payments under the Assistance Package. Three reminders on monthly basis in writing shall be issued, and in case of non-provision of documents/replies, the case may be considered as dormant.

6. Processing of Case on Receipt of Required Documents

The concerned office shall process and submit the case to the concerned Appointing Authority for approval within 10 days of receipt of complete required documents from the bereaved family.

7. Allocation of Funds for Making Payments under the Assistance Package

- i. The concerned office shall request the Secretary (Expenditure), in writing, immediately after approval from the Appointing Authority for allocation of sufficient funds in appropriate heads to make payment to the bereaved family under the Assistance Package.

- ii. The Secretary (Expenditure) shall get the case processed and allocate funds within 10 days of receipt of request from the concerned office under intimation to the requesting office.

8. Issuance of Sanction Letter by Concerned Office

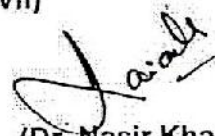
The concerned office shall issue sanction letter under the relevant heads to AGPR within 3 days of intimation of allocation of funds from Secretary (Expenditure) for making payment of all "In Service Death", Benefits to the family under the Assistance Package.

9. Responsibility of DDO/Accounts Section.

- (i) The DDO/Accounts Section will prepare the bill and submit/present to AGPR/DGPR immediately on receipt of sanction letter by the concerned office.
- (ii) The DDO will be responsible for passing/clearing the claim, in case any observation/objection is received from the AGPR/DGPR.
- (iii) The DDO/Accounts Section will be responsible to hand over/deliver the cheques on receipt from AGPR/DGPR to the family of the deceased within Seven (07) days of receipt of the sanction letter.

10. Responsibility of Welfare Section

- (i) The Welfare Section/focal person will make close coordination on weekly basis with the bereaved family for preparing documents.
- (ii) In case no response/documents are provided, the welfare section/focal person will contact family members/close relatives.
- (iii) The Welfare Section/focal persons will prepare quarterly report/updates on these cases. (Annex-VII)


(Dr. Nasir Khan)
Chief (Admn & Finance)

Distribution: -

All officers/officials (BS-1-22) of FBR (HQ), Islamabad/ Field Offices.

CC: All Members FBR
SA to Chairman, FBR.
Chief (HRM-IR/(HRMC), FBR
Web master PRAL for uploading on the FBR's Website.

Annex-2

GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE

C.No. _____

Islamabad, the _____

OFFICE ORDER

The Government of Pakistan announces with deep regret, the sad demise of Mr. (Name) _____ S/o (father name) _____ (CNIC # _____) (Pers # _____), (Designation) _____ (BS- _____), Federal Board of Revenue (Hqrs), Islamabad while in service, on (death date) _____.

2. Mr. Name _____ was born on date of birth _____. He joined the Government service on _____ date _____. The Government of Pakistan wishes to place on record its appreciation to the dedicated services rendered by the deceased employee.

3. In expressing its sense of grief at his death, the Government of Pakistan conveys its commiseration to the members of the bereaved family. May his/her soul rest in eternal peace and may Allah Almighty give patience and fortitude to the family members to bear this irreparable loss.

4. Her/His name is struck off from the strength of Federal Board of Revenue (Hqrs), Islamabad with effect from date of death.

(Signing Authority)
HRM/Admn Section

Distribution

1. AGPR, Islamabad
2. DDO, FBR along with a copy of Death Certificate for issuance of LPC of the deceased employee immediately.
3. The Assistant Director, Regional Board, Federal Employees Benevolent & Group Insurance Funds, Block C-II, Benevolent Fund Building, Zero Point, Islamabad. His monthly benevolent grant and the sum assured claim would be forwarded shortly.
4. The Estate Officer, Estate Office, Islamabad.
5. Second Secretary (Automation & SSM), FBR
6. Widow of Mr. Name _____, Address _____
7. Personal File.

(TO BE PUBLISHED IN THE GAZETTE OF PAKISTAN PART-I)

GOVERNMENT OF PAKISTAN
(REVENUE DIVISION)
FEDERAL BOARD OF REVENUE
(ADMINISTRATION/HR)

Islamabad date _____

NOTIFICATION
(Death)

Notification No. _____ The Government of Pakistan announces with deep regret the sad and untimely demise of Mr. (Name) _____ a (BS- _____) officer of _____ (Group/Service), on (death date) _____.

2. Miss/Mr. (Name) _____ was born on (date of birth) _____. He/She joined the Government service on (date) _____. At the time of his/her death, the officer was posted as (designation) _____.

3. The Government of Pakistan wishes to place on record its appreciation of the dedicated services rendered by the deceased.

4. In expressing its sense of grief at her/his death, the Government of Pakistan conveys its commiseration to the members of the bereaved family. May her/his soul rest in eternal peace and may Allah Almighty give patience and fortitude to the family members to bear this irreparable loss.

(Signing Authority)
HRM Section

The Manager,
Printing Corporation of Pakistan Press,
Karachi.

Copy to:-

1. SA to Secretary Revenue Division/Chairman, FBR
2. All Members, FBR, Islamabad
3. All DGs/Chief Commissioners-IR.
4. Secretary (PR), FBR, Islamabad
5. Second Secretary (SSM)/(ERM), FBR, Islamabad
6. The AGPR
7. Family of the deceased officer
8. DDO, FBR Islamabad
9. Personal File / Notification folder

(Signing Authority)
HRM Section

Annex -

GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE

Mr./Mrs. _____,
Relationship with deceased,
(Address) _____,
_____.

Subject:- BENEFITS ADMISSIBLE UNDER THE ASSISTANCE PACKAGE IN CASE OF IN-SERVICE DEATH
AND DOCUMENTS REQUIRED.

The Federal Board of Revenue expresses its deep sense of grief at the death of
your _____ on _____. May his/her soul rest in eternal peace and may Allah
Almighty give patience and fortitude to your family to bear this irreparable loss.

2. In order to facilitate you in processing the case of bereaved family in availing
benefits admissible under the existing Prime Minister Assistance Package for Families of
Government Employees who die in service, enclosed please find a list of all such benefits as
Annex-I. Besides, some documents/information are also required to be provided on your behalf
as per **Annex-II**, so as to enable this office to process your case for grant of benefits admissible
under the PM Assistance Package.

3. In light of the above, necessary documents/information may be provided at the
earliest. So as to avoid any delay in the process.

(Signing Authority)
HRM/Admn Section

حکومت پاکستان
ریونیو ڈویژن
فیڈرل بورڈ آف ریونیو

محترم/محترمہ _____

مرحوم کے ساتھ رشتہ _____

پتہ _____

عنوان:- مراعات بمطابق دوران ملازمت فوٹگی پیکیج اور درکار کاغذات/معلومات

ایف بی آر کا ادارہ آپ کے/کی _____ کی وفات مورخہ _____ پر گہرے رنج و غم کا اظہار کرتا ہے۔ اللہ تعالیٰ مرحوم / مرحومہ کو جنت الفردوس میں اعلیٰ مقام عطا فرمائیں اور آپ سب کو اس ناقابل تلافی نقصان کو برداشت کرنے کی ہمت عطا فرمائیں۔ (آمین)

2- دوران ملازمت وفات پر سرکاری ملازمین کے خاندانوں کے لئے موجودہ وزیراعظم امدادی پیکیج کے تحت مراعات حاصل کرنے کے لئے امدادی پیکیج کی فہرست منسلک ہے۔ علاوہ ازیں آپ کی طرف سے کچھ کاغذات/معلومات فراہم کرنے کی ضرورت ہے (منسلک ہے) تاکہ امدادی پیکیج کے تحت ملنے والی مراعات کا کیس منظوری کے لئے اتھارٹی بھیجا جاسکے۔

3- مندرجہ بالا کی روشنی میں ضروری دستاویزات/معلومات جلد از جلد فراہم کی جائیں تاکہ تاخیر سے بچا جاسکے۔

دستخط آفیسر _____

(ایٹمن/ایچ آر)

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No. 8/10/2013-E-2 (Pt)

Islamabad, the 4th December 2015

OFFICE MEMORANDUM

Subject: REVISION OF ASSISTANCE PACKAGE FOR FAMILIES OF GOVERNMENT EMPLOYEES WHO DIE IN SERVICE.

The undersigned is directed to refer to this Division's O.M No. 7/40/2005-E-2, dated 13th June, 2006, O.M No. 8/10/2013-E-2, dated 20th October, 2014, O.M. No. 8/10/2013-E-2 dated 9th February, 2015 and O.M. No. 8/10/2013 (E-II) (PT) dated 25th May, 2015 including amendments thereof issued from time to time on the subject noted above and to state that the Prime Minister has been pleased to approve the following revised Assistance Package for Government employees, who die in service. w.e.f 9th February, 2015:-

ITEM	IN SERVICE DEATHS	SECURITY RELATED DEATHS																								
Lump Sum Grant	300% increase over the package-2006 for in service death of civilian employees. This increase will be given on the 2006 package as per following scales:- <table><tr><th>BS</th><th>Amount</th></tr><tr><td>1 - 4</td><td>Rs. 600,000</td></tr><tr><td>5- 10</td><td>Rs. 900,000</td></tr><tr><td>11- 15</td><td>Rs. 1,200,000</td></tr><tr><td>16- 17</td><td>Rs. 1,500,000</td></tr><tr><td>18- 19</td><td>Rs. 2,400,000</td></tr><tr><td>20 & above</td><td>Rs. 3,000,000</td></tr></table>	BS	Amount	1 - 4	Rs. 600,000	5- 10	Rs. 900,000	11- 15	Rs. 1,200,000	16- 17	Rs. 1,500,000	18- 19	Rs. 2,400,000	20 & above	Rs. 3,000,000	a. Upto Rs.10 million according to following scales:- <table><tr><th>BS</th><th>Amount</th></tr><tr><td>1-16</td><td>3 Million</td></tr><tr><td>17</td><td>5 Million</td></tr><tr><td>18-19</td><td>9 Million</td></tr><tr><td>20 & above</td><td>10 Million</td></tr></table> b. Rs. 700,000/- to the officers/officials incapacitated and released from service for having become invalid as a result of injury in encounters /bomb blasts, riots/ watch and ward duty or terrorist activity. c. Rs. 500,000/- to the officers / officials incapacitated as a result of the injury in accidents as stated in para "b" above but who are still serving in the department.	BS	Amount	1-16	3 Million	17	5 Million	18-19	9 Million	20 & above	10 Million
BS	Amount																									
1 - 4	Rs. 600,000																									
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20 & above	10 Million																									
Pension	100% pension to the families of a deceased Government servants as per their length of service and last pay drawn. In case of less than 10 years service of the deceased employees, rate of minimum 10 years service will be applicable.	100% pension to the families of a deceased Government servants as per their length of service and last pay drawn. In case of less than 10 years service of the deceased employees, rate of minimum 10 years service will be applicable.																								

Accommodation	Retention of Government house or payment of rent of hired house till the age of superannuation.	Retention of Government house or payment of rent of hired house till the age of superannuation.																
Education	Free education to all the children of the deceased government employees up to graduation in any public/ government educational institution including expenses of tuition fee, books related material and living allowances etc.	Free education to all the children of the deceased government employees up to graduation in any public/ government educational institution including expenses of tuition fee, books related material and living allowances etc.																
Allotment of Plot	Discontinuation of the entitlement of 2% quota for allotment of plot. Payment of lump sum grant in lieu of plot subject to the condition that no plot had been allotted in the past, as per scale given below:- <table><tr><th>BS</th><th>Amount</th></tr><tr><td>1-8</td><td>2 Million</td></tr><tr><td>9-16</td><td>5 Million</td></tr><tr><td>17 and above</td><td>7 Million</td></tr></table>	BS	Amount	1-8	2 Million	9-16	5 Million	17 and above	7 Million	Discontinuation of the entitlement of 2% quota for allotment of plot. Payment of lump sum grant in lieu of plot subject to the condition that no plot had been allotted in the past, as per scale given below:- <table><tr><th>BS</th><th>Amount</th></tr><tr><td>1-8</td><td>2 Million</td></tr><tr><td>9-16</td><td>5 Million</td></tr><tr><td>17 and above</td><td>7 Million</td></tr></table>	BS	Amount	1-8	2 Million	9-16	5 Million	17 and above	7 Million
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BS	Amount																	
1-8	2 Million																	
9-16	5 Million																	
17 and above	7 Million																	
Employment	Employment for posts in BS-01 to BS-15 on two years contract without advertisement.	Employment for posts in BS-01 to BS-15 on two years contract without advertisement.																
Marriage Grant	Marriage grant amounting to Rs.8 lac on wedding of one daughter, may be granted to family of deceased Government employees.	Marriage grant amounting to Rs.8 lac, on wedding of one daughter, may be granted to family of deceased Government employees.																
Health	Free health facilities as per their entitlement during service.	Free health facilities as per their entitlement during service.																
House Building Advance	In case of advance against salaries sanctioned by the AGPR or the provincial AG Office, the unpaid balance to be waived.	In case of advance against salaries sanctioned by the AGPR or the provincial AG Office, the unpaid balance to be waived.																
Nomination of an officer as council	An officer of BS-17 or BS-18 may be nominated by each Ministry/Division/Department as council who will be responsible for finalization/provision of all the facilities under the package, to the families of Govt. employees who die in service within one month of the incident.	An officer of BS-17 or BS-18 may be nominated by each Ministry/Division/Department as council who will be responsible for finalization/provision of all the facilities under the package, to the families of Govt. employees who die in service within one month of the incident.																
Special Lump Sum Grant from Benevolent Fund		A special lump sum grant from Benevolent Fund ranging from Rs. 200,000 to Rs. 500,000 <table><tr><th>#</th><th>Pay Scales (BS)</th><th>Lump Sum Grant (RS)</th></tr><tr><td>1.</td><td>1-10</td><td>200,000</td></tr><tr><td>2.</td><td>11-16</td><td>300,000</td></tr><tr><td>3.</td><td>17-19</td><td>400,000</td></tr><tr><td>4.</td><td>20 and above</td><td>500,000</td></tr></table>	#	Pay Scales (BS)	Lump Sum Grant (RS)	1.	1-10	200,000	2.	11-16	300,000	3.	17-19	400,000	4.	20 and above	500,000	
#	Pay Scales (BS)	Lump Sum Grant (RS)																
1.	1-10	200,000																
2.	11-16	300,000																
3.	17-19	400,000																
4.	20 and above	500,000																

Monthly Benevolent Grant	Sr. #	Pay Slabs		Grant	Sr. #	Pay Slabs		Grant
		Minimum	Maximum			Minimum	Maximum	
	1	Upto	5,000	4,000	1	Upto	5,000	8,000
	2	5,001	5,500	4,150	2	5,001	5,500	8,300
	3	5,501	6,000	4,300	3	5,501	6,000	8,600
	4	6,001	6,500	4,450	4	6,001	6,500	8,900
	5	6,501	7,000	4,600	5	6,501	7,000	9,200
	6	7,001	7,500	4,750	6	7,001	7,500	9,500
	7	7,501	8,000	4,900	7	7,501	8,000	9,800
	8	8,001	8,500	5,050	8	8,001	8,500	10,100
	9	8,501	9,000	5,200	9	8,501	9,000	10,400
	10	9,001	9,500	5,350	10	9,001	9,500	10,700
	11	9,501	11,000	5,600	11	9,501	11,000	11,200
	12	11,001	13,000	5,900	12	11,001	13,000	11,800
	13	13,001	15,000	6,200	13	13,001	15,000	12,400
	14	15,001	17,000	6,500	14	15,001	17,000	13,000
	15	17,001	19,000	6,800	15	17,001	19,000	13,600
	16	19,001	21,000	7,100	16	19,001	21,000	14,200
	17	21,001	23,000	7,400	17	21,001	23,000	14,800
	18	23,001	25,000	7,700	18	23,001	25,000	15,400
	19	25,001	27,000	8,000	19	25,001	27,000	16,000
	20	27,001	29,000	8,300	20	27,001	29,000	16,600
	21	29,001	31,000	8,600	21	29,001	31,000	17,200
	22	31,001	33,000	8,900	22	31,001	33,000	17,800
	23	33,001	35,000	9,200	23	33,001	35,000	18,400
	24	35,001	37,000	9,500	24	35,001	37,000	19,000
	25	37,001	39,000	9,800	25	37,001	39,000	19,600
	26	39,001 & above		10,100	26	39,001 & above		20,200
Prerequisite for facilitation of family of deceased Govt. Employees	In case of in service death of a government employee, the following pre-requisites must immediately be fulfilled by the concerned Ministry/Division/Department so that the family of the deceased government employee may be facilitated with out any delay:- - Immediate submission of family pension case. - Option form for Direct Credit Scheme (online payment of pension) - Application for Anticipatory Pension (80% of the total pension). Besides as a pro-active approach each Ministry/Division/Department must observe the following practices regarding their employees:- - Up to date list of family members of each employee for pension purpose be maintained before hand. - Nomination for General Provident Fund must be ensured for each employee in his/her life.				In case of in service death (security related) of a government employee, the following pre-requisites must immediately be fulfilled by the concerned Ministry/Division/Department so that the family of the deceased government employee may be facilitated with out any delay:- - Immediate submission of family pension case. - Option form for Direct Credit Scheme (online payment of pension) - Application for Anticipatory Pension (80% of the total pension). Besides as a pro-active approach each Ministry/Division/Department must observe the following practices regarding their employees:- - Up to date list of family members of each employee for pension purpose be maintained before hand. - Nomination for General Provident Fund must be ensured for each employee in his/her life.			
GP Fund	Only payable amount of GP Fund shall be paid to the deceased family.				Only payable amount of GP Fund shall be paid to the deceased family.			

Payment of Pension through Direct Credit Scheme (DCS)	The following steps may be taken by the concerned Ministries/ Divisions / Departments for payment of pension through Direct Credit Scheme (DCS) (optional):- - The Direct Credit Scheme must be made compulsory for all new pensioners/family pensioners w.e.f 01-01-2015 - The manual both halves would be discontinued w.e.f 01-01-2015 for all new pensioners/family pensioners. - The historical pensioners must be brought into the stream of DCS phase-wise.	The following steps may be taken by the concerned Ministries/ Divisions / Departments for payment of pension through Direct Credit Scheme (DCS) (optional):- - The Direct Credit Scheme must be made compulsory for all new pensioners/family pensioners w.e.f 01-01-2015 - The manual both halves would be discontinued w.e.f 01-01-2015 for all new pensioners/family pensioners. - The historical pensioners must be brought into the stream of DCS phase-wise.
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2. The Prime Minister has also approved that:-

- Relevant recruitment rules may be appropriately amended to provide for appointments of family members under the instant package; and
- A death will be deemed to be a "Security Related death" if it occurs due to a terrorist act or while combating or confronting the terrorist(s), irrespective of the fact that the victim was member of Law Enforcement Agency (LEA) or a Civilian employee. Death of a member of LEA due to a cause, other than a terrorist act, will be classified as an "In-service death."

3. All Ministries / Divisions are requested to take further necessary action accordingly.

(Manzoor Ahmed)
Section Officer (E-2)
Tele# 9103653

All Ministries / Divisions / Islamabad / Rawalpindi.
Accountant General of Pakistan Revenue, Islamabad.
Federal Employees Benevolent and Group Insurance, Islamabad.

علاوہ ازیں وزیراعظم کی طرف سے امدادی پیکیج سے ملنے والی امداد

نفاذ قانون کے تحت کارروائی اور وفات دوران ملازمت	دوران ملازمت فوتگی (9 فروری 2015ء اور اس کے بعد)
یکمشت ادائیگی سکیل 1-4 چھ لاکھ روپے سکیل 5-10 نو لاکھ روپے سکیل 11-15 بارہ لاکھ روپے سکیل 16-17 پندرہ لاکھ روپے سکیل 18-19 چوبیس لاکھ روپے سکیل 20 تا --- تیس لاکھ روپے	یکمشت ادائیگی سکیل 1-4 چھ لاکھ روپے سکیل 5-10 نو لاکھ روپے سکیل 11-15 بارہ لاکھ روپے سکیل 16-17 پندرہ لاکھ روپے سکیل 18-19 چوبیس لاکھ روپے سکیل 20 تا --- تیس لاکھ روپے
فوت شدہ سرکاری ملازمین کے خاندانوں کو ان کی سروس کی مدت اور آخری تنخواہ کے مطابق 100% پنشن۔ فوت شدہ ملازمین کی 10 سال سے کم سروس کی صورت میں، کم از کم 10 سال کی سروس کی شرح لاگو ہوگی۔	فوت شدہ سرکاری ملازمین کے خاندانوں کو ان کی سروس کی مدت اور آخری تنخواہ کے مطابق 100% پنشن۔ فوت شدہ ملازمین کی 10 سال سے کم سروس کی صورت میں، کم از کم 10 سال کی سروس کی شرح لاگو ہوگی۔
رہائش ریٹائرمنٹ کی عمر تک سرکاری گھر کا برقرار رکھنا یا کرایہ کے مکان کے کرائے کی ادائیگی	رہائش ریٹائرمنٹ کی عمر تک سرکاری گھر کا برقرار رکھنا یا کرایہ کے مکان کے کرائے کی ادائیگی
تعلیم فوت شدہ سرکاری ملازمین کے تمام بچوں کو کسی بھی سرکاری / غیر سرکاری تعلیمی ادارے میں گریجویشن تک مفت تعلیم بشمول ٹیوشن فیس، کتابوں سے متعلق مواد اور رہنے کے الاؤٹمنٹس وغیرہ۔	تعلیم فوت شدہ سرکاری ملازمین کے تمام بچوں کو کسی بھی سرکاری / غیر سرکاری تعلیمی ادارے میں گریجویشن تک مفت تعلیم بشمول ٹیوشن فیس، کتابوں سے متعلق مواد اور رہنے کے الاؤٹمنٹس وغیرہ۔

الائمنٹ پلاٹ پلاٹ کی الائمنٹ کے لئے 2% کوٹہ کے استحقاق کو ختم کرنا۔ پلاٹ کے بدلے یکمشت گرانٹ کی ادائیگی اس شرط کے ساتھ کہ ماضی میں کوئی پلاٹ الاٹ نہیں کیا گیا تھا۔ سکیل 1-8 بیس لاکھ روپے سکیل 9-16 پچاس لاکھ روپے سکیل 17 تا --- ستر لاکھ روپے	الائمنٹ پلاٹ پلاٹ کی الائمنٹ کے لئے 2% کوٹہ کے استحقاق کو ختم کرنا۔ پلاٹ کے بدلے یکمشت گرانٹ کی ادائیگی اس شرط کے ساتھ کہ ماضی میں کوئی پلاٹ الاٹ نہیں کیا گیا تھا۔ سکیل 1-8 بیس لاکھ روپے سکیل 9-16 پچاس لاکھ روپے سکیل 17 تا --- ستر لاکھ روپے
ملازمت اشتہار کے بغیر سکیل 1-15 میں دو سال کے کنٹریکٹ پر بیٹے یا بیٹی کی ملازمت	ملازمت اشتہار کے بغیر سکیل 1-15 میں دو سال کے کنٹریکٹ پر بیٹے یا بیٹی کی ملازمت
شادی گرانٹ فوت شدہ سرکاری ملازم کی فیملی کو ایک بیٹی کی شادی پر 8 لاکھ روپے کی شادی گرانٹ اہل خانہ کو دی جائے گی۔	شادی گرانٹ فوت شدہ سرکاری ملازم کی فیملی کو ایک بیٹی کی شادی پر 8 لاکھ روپے کی شادی گرانٹ اہل خانہ کو دی جائے گی۔
صحت صحت کی مفت سہولت اُن کے عہدے کے مطابق جو سروس کے دوران تھی۔	صحت صحت کی مفت سہولت اُن کے عہدے کے مطابق جو سروس کے دوران تھی۔

ہاؤس بلڈنگ ایڈوانس	ہاؤس بلڈنگ ایڈوانس
اگر کوئی ایڈوانس رقم AGPR یا صوبائی AG آفس سے لی گئی ہو تو غیر ادا شدہ رقم کو معاف کر دیا جائے گا۔	اگر کوئی ایڈوانس رقم AGPR یا صوبائی AG آفس سے لی گئی ہو تو غیر ادا شدہ رقم کو معاف کر دیا جائے گا۔
سپیشل یکمشت گرانٹ بینوولیٹ فنڈ سے چارٹ کے مطابق	سپیشل یکمشت گرانٹ بینوولیٹ فنڈ سے
ماہانہ بینوولیٹ گرانٹ	ماہانہ بینوولیٹ گرانٹ
دوران ملازمت فوٹنگل پیج کے چارٹ کے مطابق	دوران ملازمت فوٹنگل پیج کے چارٹ کے مطابق
جی پی فنڈ	جی پی فنڈ
جی پی فنڈ سے گرانٹ	جی پی فنڈ سے گرانٹ

The widow is requested to submit the following documents in the office on top priority basis. So that the case of arrears of the family/widow of the deceased may be processed.

S.No.	Documents required	Numbers
1.	Intimation of death of government servant by application	
2.	Attested copies of death certificate	8
3.	Copies of CNIC of widow or other entitled family member duly attested by gazetted officer	8
4.	Copies of CNIC of deceased employee duly attested by gazetted officer	8
5.	Fresh Passport size Photograph of widow or other entitled family member duly attested by gazetted officer	9
6.	Widow will provide affidavit that she is the only wife of deceased and which also shows non-marriage/ non-separation certificate.	1
7.	Opening of account in the nearest any branch of National Bank of Pakistan	
8.	Opening of account in any bank and DCS form for pension may be verified by Bank	2
9.	Attested copy of Family Registration Certificate (FRC)	5
10.	Attested list of family members alongwith right thumb impression or signature of widow	2
11.	Right thumb impression (four times) or signature of widow on four separate papers	4
12.	Preparation of pension papers by the concerned office and Right thumb impression or signature of widow on the pension papers	3
13.	Preparation of case for grant of Benevolent fund (Insurance & Monthly welfare grant) by the concerned office and Right thumb impression or signature of widow on the form	
14.	Right thumb impression or signature of widow on the Fifteenth schedule form for final withdrawal of GP fund	2
15.	Application by the widow for payment of burial charges alongwith transportation charges	
16.	Application for employment of widow/son/daughter/widowers for five years on contract basis	
17.	Succession Certificate from the court of law	

بیوہ سے درخواست ہے کہ درج ذیل کاغذات جلد از جلد دفتر میں جمع کرائیں۔
تا کہ مرحوم کے اہل خانہ بیوہ کے بقایا جات کا کیس پروسیس کیا جائے۔

نمبر شمار	کاغذات	تعداد
1	بیوہ کی طرف سے خاوند کی فوتگی کی اطلاع بذریعہ درخواست	
2	ڈیجیٹل تصدیق شدہ کاپیاں	8
3	بیوہ کے شناختی کارڈ کی تصدیق شدہ کاپیاں	8
4	مرحوم خاوند کے شناختی کارڈ کی تصدیق شدہ کاپیاں	8
5	بیوہ کی 6 عدد پاسپورٹ سائز تصویریں تصدیق شدہ (پشت پر بیوہ اور خاوند (مرحوم) کا نام لکھا ہو)۔	9
6	واحد بیوہ، دوسری شادی نہ کرنے اور مرحوم شوہر سے علیحدگی نہ ہونے کا بیان حلفی (اختتام پیر پر)	1
7	قریب ترین پینسل بینک میں اکاؤنٹ کھلوانیں۔	
8	کسی بھی بینک میں بیوہ اپنا اکاؤنٹ کھلوائیں اور Direct Credit of Pension through Bank Account کا فارم اس بینک سے تصدیق کروائیں۔	2
9	تابالغ بچے ہونے کی صورت میں فارم "ب" کی تصدیق شدہ کاپیاں	5
10	گھر کے افراد کی تصدیق شدہ لسٹ جس پر بیوہ کے دائیں انگوٹھے کا نشان یا دستخط ہوں	2
11	چار علیحدہ کاغذوں پر بیوہ کے چار چار دستخط یا دائیں انگوٹھے کے نشان۔	4
12	پنشن پیرز دفتر تیار کر رہا ہے جن پر بیوہ دستخط یا دائیں انگوٹھے کا نشان لگائے گی۔	3
13	Benevolent Fund Claim (ذریعہ و ماہانہ امداد بہبود) کا کیس دفتر تیار کر رہا ہے۔	
14	فائل جی پی فنڈ کی ادائیگی کے لئے بیوہ Fifteenth schedule پر دستخط کرے یا دائیں انگوٹھے کا نشان لگائے۔ (فارم ساتھ منسلک ہے)	2
15	میت کے کفن دفن پر آنے والے اخراجات یا میت کو آبائی گاؤں لے جانے پر آنے والے اخراجات کی ادائیگی کے لئے درخواست	
16	بیوہ یا ایک بالغ بچے ربی کی کنٹریکٹ پر ملازمت کے لئے درخواست	
17	Succession Certificate from the court of law	

(Status of Benefits of the deceased employee)

(Month/Year)

[illegible]