

**The West Pakistan Agricultural University
Employees (General Conditions of Service)
University Ordinances, 1967**



as

approved by the Chancellor

**WEST PAKISTAN AGRICULTURAL UNIVERSITY
LYALLPUR
1969**

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CHAPTER - I

PRELIMINARY.

SHORT TITLE AND COMMENCEMENT.

1. (1) These University Ordinances may be called the West Pakistan Agricultural University Employees (General Conditions of Service) University Ordinances, 1967.

(2) They shall come into force at once.

EXTENT OF APPLICATION.

2. Except as otherwise provided, these University Ordinances shall apply to all persons in the service of the University whose pay is debitable to the University fund.

SPECIAL PROVISIONS FOR PERSONS APPOINTED ON CONTRACT.

3. When in the opinion of the Syndicate special provisions inconsistent with these University Ordinances are required with reference to any particular post or any conditions of service, the Syndicate may provide by agreement with the person appointed to such post for any matters in respect of which in the opinion of the Syndicate, special provisions are required to be made; provided that in every agreement so made it shall be provided that in respect of any matter for which no provision has been made in the agreement the provisions of these University Ordinances shall apply.

he elects to accept these University Ordinances in the manner specified in para 2;

(d) the staff paid from contingencies, the work charged establishment and the persons employed occasionally or on part-time basis.

(2) (a) The option mentioned in clause (c) of para (1) above shall be exercised within a period of 3 months from the date of promulgation of these University Ordinances and shall be communicated in writing to the officer who maintains the service books of the officials concerned. The option once exercised shall be final;

(b) A University employee mentioned in clause (c) of para (1) above who does not exercise the option within the afore-said period shall be governed by the rules applicable to him immediately before his transfer to the University.

DEFINITIONS.

6. (1) In these University Ordinances, unless the context otherwise requires, the following words and expressions shall have the meanings hereby respectively assigned to them, that is to say—

(a) "Average pay" means the average monthly pay earned during the 12 complete months immediately preceding the month in which the event occurs which necessitates the calculation of average pay.

(b) "Cadre" means the strength of a University service or a part of a University service sanctioned as a separate unit.

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of the Syndicate from any source other than the University fund.

- (i) "Honorarium" means a recurring or non-recurring payment granted to a University employee from the University funds as remuneration for special work of an occasional character.
- (j) "Leave on Average (or Half Average) Pay" means leave on leave salary equal to average (or half average) pay.
- (k) "Leave Salary" means the monthly amount paid by the University to a University employee on leave.
- (l) "Lien" means the title of a University employee to hold substantively, either immediately or on the termination of a period or periods of absence, a permanent post to which he has been appointed substantively.
- (m) "Medical Board" means a Board constituted by the Vice-Chancellor for purpose of medical examination.
- (n) "Month" means a calendar month. In calculating a period expressed in terms of months and days, complete calendar months, irrespective of the number of days in each, should first be calculated and the odd numbers of days calculated subsequently.
- (o) "Officiate" A University employee officiates in a post when he performs the duties of a post on which another person holds a lien or when he is appointed to officiate in a vacant post on which no other person holds a lien.
- (p) "Pay" means the amount drawn monthly by a University employee as--

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- (t) "Special Pay" means an addition, of the nature of pay, to the emoluments of a post or of a University employee, granted in consideration of—
 - (i) the specially arduous nature of the duties; or
 - (ii) a specific addition to the work of responsibility; or
 - (iii) the unhealthiness of the locality in which the work is performed.
- (u) "Subsistence Grant" means a monthly grant made to a University employee who is not in receipt of pay or leave salary.
- (v) "Substantive Pay" means the pay, other than special pay, personal pay or emoluments classed as pay by the competent authority to which a University employee is entitled on account of a post to which he has been appointed substantively or by reason of his substantive position in a cadre.
- (w) "Technical Pay" means pay granted to a University employee in consideration of the fact that he has received technical training or possesses technical qualifications.
- (x) "Temporary Post" means a post carrying a definite rate of pay sanctioned for a limited period.
- (y) "Time-Scale Pay" means pay which subject to any conditions prescribed in these University Ordinances rises by periodical increment from a minimum to a maximum.

NOTE :- Time-scales are said to be identical if the minimum, the maximum, the period of

MEDICAL CERTIFICATE OF FITNESS ON FIRST ENTRY INTO UNIVERSITY SERVICE.

8. (1) Except as provided in paras (3) to (6) below, no person may be substantively appointed to a permanent post in the University without having produced a medical certificate of physical fitness from the University Medical Officer, in the following form :-

"I hereby certify that I have examined A,B, a candidate for employment in the University, and cannot discover that he/she has any disease (communicable or otherwise), constitutional affection or bodily infirmity, except _____. I do not consider this a dis-qualification for employment in the University. A.B.'s age is, according to his/her own statement _____ years and by appearance about _____ years. The candidate _____ has been vaccinated within the last 12 months-

or has been re-vaccinated within the last 12 months.

or has already had smallpox and shows obvious scars thereof."

NOTE:- The following standard of vision shall apply in the case of candidates on their first appointment to a post in the University -

(a) All University Employees other than Vehicle Drivers:

Distant vision 6/9 one eye and 6/36 in other eye. Near vision at least J/2 in one eye. Those cases where one eye has been lost accidentally or by disease or any other cause and the other eye in 6/6 and J/1 will be deemed fit for service.

(b) Vehicle Drivers:

6/12 each eye without glasses or 6/6 in one eye and 6/9 in the other eye with

(4) A competent authority may exempt all Class 'C' University employees or any category of Class 'C' employees from the operation of paragraphs (1), (2), and (3) above.

(5) When a University employee in whom a defect has been noticed by the University Medical Officer, but which defect is not considered to be a disqualification for employment in the particular office or department in which he is serving is subsequently transferred to another office or department the duties of which are of a different character, the transfer shall not be regarded as permanent, until the University Medical Officer has at the written request of the head of the new office or department certified that the defect previously noticed has disappeared or that it does not constitute a disqualification for the new duties entrusted to the University employee.

(6) Any person aggrieved by the University Medical Officer's report may appeal to the Vice-Chancellor who may cause such person to be examined by a Medical Board. The expenses of such an examination will be borne by the person himself

held in Pakistan or abroad at the invitation of a foreign Government or a recognized Games Association of any foreign country; instruction, or pre-paratory practice and on journeys connected therewith.

f) When he participates in International Scout events with the approval of the Vice-Chancellor; the entire period of participation including the period spent in journey to and from the place of participation.

g) When a University employee proceeding on leave in pursuance of an order under clause (a) of para(1) of University Ordinance 5 of the West Pakistan Agricultural University Employees (Efficiency and Discipline) University Ordinances, 1962, is not dismissed, removed, reduced in rank or compulsorily retired; the period of such leave will be treated as duty on full pay.

h) When a University employee who has been dismissed, removed or suspended is reinstated; the period of his absence from duty will be treated as a period spent on duty in accordance with the provisions of University Ordinance 55.

WHOLE TIME OF A UNIVERSITY EMPLOYEE AT THE DISPOSAL OF UNIVERSITY 10. Unless in any case it is otherwise specifically provided, the whole time of a University employee is at the disposal of the University and he may be employed in any manner required by proper authority without claim for additional remuneration.

SUBSTANTIVE APPOINTMENT 11. (1) Two or more University employees cannot be appointed substantively to the same permanent post at the same time.

(2) A University employee cannot be appointed substantively except as a temporary measure to

- (b) on his written request a University employee shall not be transferred substantively to or appointed to officiate in a post carrying less pay than the pay of the permanent post on which he holds a lien.

DATE OF RECKON-
ING PAY AND
ALLOWANCES.

15. (1) A University employee shall begin to draw the pay and allowances attached to his tenure of a post with effect from the date on which he assumes the duties of that post, if the charge is transferred before noon on that day; otherwise from the following day and he shall cease to draw them as soon as he ceases to discharge these duties.

(2) The date from which a person recruited abroad shall commence to draw pay on first appointment shall be determined by the authority competent to appoint him.

RETIREMENT FROM
UNIVERSITY SER-
VICE.

16. A University employee shall retire from service-

- (1) on such date after he has completed twenty five years of service qualifying for pension or other retiring

EXTENSION AND
RE-EMPLOYMENT.

17. (1) Notwithstanding anything contained in University Ordinance 16, the competent authority may extend the service of a person beyond or re-employ a person after the date of retirement prescribed in the said University Ordinance subject to the following conditions :-

(a) Except as provided in clause (b) the service of a University employee shall not be extended beyond, nor shall a retired university employee be re-employed after the date on which he attains the age of 60 years.

(b) A University employee of Class A or a retired University employee of that class, who is considered indispensable in the interest of the University, may be granted an extension of service beyond or be re-employed after the date on which he attains the age of 60 years.

(c) The service of a person which has been so extended or who has been so re-employed shall be liable to be terminated at not less than 3 months' notice on either side or upon payment of 3 months salary in lieu thereof and such termination shall not be deemed to be removal or dismissal.

(2) The re-employment of Government Civil and Military pensioners shall be governed by such rules as may be framed by Government in this respect from time to time. If, in special circumstances any departure from Government rules is proposed to be made, the orders of the competent

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- (b) special pay as defined in clause (u) of University Ordinance 6; or
- (c) technical pay as defined in clause (x) of University Ordinance 6; or
- (d) two or all of the pays mentioned in clauses (a) to (c) above.

PAY OF EMPLOYEE
TREATED ON DUTY
IN CERTAIN CIR-
CUMSTANCES.

19. When a University employee is treated as on duty under clause (f) of University Ordinance 6 or University Ordinance 9, the competent authority may, at its discretion, authorise payment to him of the pay of his substantive appointment or any lower rate of pay which it may consider suitable. If the duty consists of a course of study or training or instruction abroad and the University employee was, at the time when he was placed on such duty, in receipt of higher pay on account of an officiating appointment, he may on every occasion during the period of study, training or instruction abroad when he would have held that officiating appointment but for such study, training or instruction abroad, be allowed to draw, instead of either of the rates just specified, pay equivalent to what he would have drawn had he been holding the officiating appointment.

1. The University of the Punjab, Lahore, is a public body established by law and is entitled to the same treatment as a public body for the purposes of the provisions of the Government of India Act, 1919, relating to the appointment of officers to public bodies.

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this concession is specifically sanctioned by the competent authority.

The period spent in military and navel training and in journey to and from the place of training by the reservists of the Pakistan Army and the Pakistan Fleet in the employ of the University will be treated as duty for purposes of leave, pension and increments of pay in the University posts.

NOTE:- The expressions "pay of his substantive appointment" and "Pay equivalent to what he would have drawn had he been holding the officiating appointment" occurring in this University Ordinance should be taken to mean "the pay which the University employee drew in the post which he held substantively" and "the pay which the University employee drew in the post in which he officiated" respectively. In neither case is there any restriction on the kind of "Pay" to be drawn, and the expressions should therefore be held to include special pay, if any, which the University employee drew in the post which he held substantively or in an officiating capacity.

INITIAL SUBS-
TANTIVE PAY
OF AN EMPLOYEE
APPOINTED SUB-
STANTIVELY.

20. The initial substantive pay of a University employee who is appointed substantively to a post on a time scale of pay is regulated as follows:-

- (a) If he holds a lien on a permanent post or would hold a lien on such a post had his lien not been suspended—
 - (i) when appointment to the new post involves the assumption of duties or

(iii) a permanent post, on an identical time scale, or a temporary post on an identical time scale, such post being on the same time scale as a permanent post,

then the initial pay shall not be less than the pay other than special pay, personal pay, technical pay, or emoluments classed as pay by the competent authority under University Ordinance 6 clause (p) which he drew on the last such occasion, and he shall count for increments the period during which he drew that pay on such last and any previous occasions. The concession admissible under clauses (b)(ii) & (iii) of the above proviso in respect of previous service in temporary posts is subject to the conditions that where the University employee's pay in his previous post was inflated by the grant of advance increments for any cause, his initial pay in his new post shall, unless otherwise ordered by the authority competent to create the post, be fixed by counting for increments from the minimum of the scale the period of service rendered by him in the previous post or posts on the same or on identical time scale.

NOTE:1:- When a University employee is appointed to a higher post on the date on which his increment in the lower substantive post falls due, his substantive pay for the purpose of fixing his initial pay in the higher post shall be inclusive of his increment accruing on that date.

NOTE:2:- A University employee when appointed to a post substantively while officiating in it is entitled to have his pay fixed anew under this rule with reference to his substantive pay at the time in respect of his old permanent post.

∟ University
Ordinance

- ii) a permanent or temporary post on the same time-scale as the unreduced time-scale of the post, or
- iii) a permanent post or a temporary post, on a time-scale of pay identical with the unreduced time-scale of the post, such temporary post being on the same time-scale as a permanent post,

then the initial pay shall not be less than the pay, other than special pay, personal pay, technical pay or emoluments classed as pay by the competent authority under University Ordinance 6(p) which he would have drawn under University Ordinance 20, on the last such occasion if the reduced time-scale of pay had been in force from the beginning and he shall count for increments the period during which he would have drawn that pay on such last and any previous occasions; Provided that service rendered on pay at a stage in a time-scale which is less than the minimum of the revised scale shall not count for increment in that scale.

INITIAL PAY
OF POST THE
PAY OF WHICH
IS CHANGED.

22. The holder of a post the pay of which is changed shall be treated as if he were transferred to a new post on the new pay subject to such restrictions as the competent authority may in each case lay down.

- (b) Service in another post, whether in a substantive, or officiating capacity and leave other than extra-ordinary leave counts for increments in the time scale ~~of pay~~ applicable to the post on which the University employee holds a lien.

Provided that the competent authority may in any case in which it is satisfied that the leave was taken on account of illness or for any other cause beyond the University employee's control, direct that extra-ordinary leave shall be counted for increment under this clause.

- (c) If a University employee, while officiating in a post or holding a temporary post on a time scale of pay, is appointed to officiate in a higher post or to hold a higher temporary post, his officiating or temporary service in the higher post shall, if he is re-appointed to the lower post, count for increments in the time scale applicable to such lower post. The period of officiating service in the higher post which counts for increment in the lower post is, however, restricted to the period during which the University employee would have officiated in the lower post but for his appointment to the higher post.

This clause applies also to a University employee who is not actually officiating in the lower post at the time of his appointment to the higher post, but who would have so officiated had he not been appointed to the higher post.

- (d) If a University employee's tenure of a temporary post is interrupted by duty in another post or by leave other than extra-ordinary leave, or by foreign service such duty leave or foreign service counts for increments in the time scale ~~of pay~~ applicable to the

pay higher than his substantive pay in respect of a permanent post, unless the officiating appointment involves the assumption of duties and responsibilities of greater importance than those attaching to the post on which he holds a lien;

Provided that the competent authority may exempt any post or posts or class of posts from the operation of this University Ordinance.

(2) For the purpose of this University Ordinance, the officiating appointment shall not be deemed to involve the assumption of duties or responsibilities of greater importance if the post to which it is made is on the same time scale of pay as the permanent post, on which he holds a lien, or on a time scale of pay identical therewith.

OFFICIATING
EMPLOYEE TO
DRAW PRESUMP-
TIVE PAY.

29. Subject to the provisions of University Ordinances 25(c), 28 and 31, a University employee officiating in a post will draw the presumptive pay of that post, provided that, except in the case of a University employee whose appointment to the post in which he is officiating was made on his own request under University Ordinance 14(b), if the

PERSONAL PAY.

33. Except when the authority sanctioning it orders otherwise, personal pay shall be reduced by any amount by which the recipient's pay may be increased, and shall cease as soon as his pay is increased by an amount equal to his personal pay.

AN EMPLOYEE MAY HOLD TWO OR MORE INDEPENDENT POSTS.

34. A competent authority may appoint a University employee to hold substantively, as a temporary measure, or to officiate in two or more independent posts at one time. In such cases his pay is regulated as follows :-

- (a) The highest pay, to which he would be entitled if his appointment to one of the posts stood alone, may be drawn on account of his tenure of that post;
- (b) for each other post he may draw additional pay at the rate of 20% of the presumptive pay of the additional post for a period of first four months and at the rate of 10% of the presumptive pay of the additional post for a further period of four months, ~~subject to~~ a maximum of Rs. 220/- p.m. where a University employee holds two or more charges the total additional pay plus any special pay admissible to him should not exceed half his basic pay or Rs. 600/- p.m. whichever is less. In case, the additional charge is held for a period of less than one month, no additional pay shall be permissible; and
- (c) if compensatory allowances are attached to one or more of the posts he may draw such compensatory allowances as the competent authority may fix provided

that such allowances shall not exceed the total of the compensatory allowances attached to all the posts.

PAY ON R.
EMPLOYEE

CURRENT CHARGE
OF ANOTHER POST
IN ADDITION TO
CHARGE OF SUBS-
TANTIVE POST.

35. When a University employee holds current charge of another post in addition to that of his own substantive post, he officiates in the former, and the presumptive pay of the post of which current charge is held may be reduced as in University Ordinance 31 to the amount considered sufficient by the competent authority. In a case, where this has been done the provisions of University Ordinance 34 should be applied.

UNIVERSITY
EMPLOYEE CANNOT
HOLD CURRENT
CHARGE IF NO
SUBSTANTIVE
POST EXISTS.

36. A University employee is not regarded as holding charge or current charge of a post, unless a substantive post exists for the performance of the duties entrusted to him. If no such substantive post exists, the case is one for the grant of special pay or an honorarium.

PAY ON RE-
EMPLOYMENT.

37. (1) The pay of a retired University employee re-employed after retiring or superannuation pension shall be fixed in accordance with the principles laid down below :-

- (a) He should normally be re-employed on the substantive pay last drawn less pension.
- (b) He may be re-employed on the officiating pay (exclusive of special pay) last drawn less pension; provided that it is certified that he would have continued to officiate in the post held by him at the time of his retirement but for his retirement, for a period not less than that for which he is re-employed.
- (c) Where a retired University employee on re-employment is appointed to a post which carries special pay, then the special pay may be given to him in addition to the pay as worked out in accordance with the preceding clauses.
- (d) The fixation of pay in the manner indicated above is subject to the condition that no retired University employee may be allowed pay which is less than the minimum of the scale of the post to which he is appointed less pension, or more than the maximum of the scale less pension.
- (e) The word 'pension' used in the above clauses includes the commuted portion of pension, if any, and 1/4th of the surrendered portion of pension admissible under the University Statutes.

Government service received the benefit of a Contributory Provident Fund, are re-employed by the University, their pay shall be fixed in accordance with the principles laid down by Government in this respect from time to time.

CHAPTER - IV

ADDITIONS TO PAY AND OTHER CONCESSIONS.

COMPENSATORY ALLOWANCE.

38. Subject to the provisions of University Ordinances 39 and 40 and to the condition that the compensatory allowance is so regulated that it is not on the whole a source of profit to the recipient a competent authority may grant such an allowance to any University employee.

NOTE :- The grant of travelling allowance (which is also a compensatory allowance vide University Ordinance 6(z)) is regulated by the West Pakistan Agricultural University Travelling allowance rules, 1965.

COMPENSATORY ALLOWANCE TO BE DRAWN BY PERSON ACTUALLY PERFORMING DUTIES OF POST.

39. Subject, in respect of house rent allowance to the provisions of University Ordinance 40(2) a compensatory allowance attached to a post will be drawn in full by the University employee actually performing the duties of the post.

University Ordinance 40 provided that he certifies that his previous rate of expenditure for a house continues during his absence and that he places his house free of rent, at the disposal of the University employee, if any, who officiates in his post. The officiating University employee, cannot, in such case, draw a house rent allowance attached to the post. If, however, the officiating University employee, for a reason which the competent authority considers to be sufficient, refuses the accommodation placed at his disposal, he and not the University employee on leave will draw the allowance.

FACILITIES FOR RESIDENCE.

41. In special circumstances the Syndicate may, by general or special order grant rent free accommodation to any University employee or class of University employees.

NOTE:- Normally this concession should be granted only to teachers or to the other University employees performing duties which require their presence within the University Campus beyond the normal working hours, or to low-paid employees such as peons or other employees of similar status.

PAYMENT OF RENT FOR UNIVERSITY RESIDENCE BY EMPLOYEE NOT ENTITLED TO FREE ACCOMMODATION.

42. When a University employee not entitled to rent free accommodation is provided with accommodation by the University, he shall pay to the University house rent at a rate prescribed by the

(3) The rent of water and electric meters the cost of which has not been included in the capital cost of the building is also payable by the University employee.

MEDICAL FACILITIES.

45. The University employees are entitled to medical facilities in accordance with the West Pakistan Agricultural University Employees (Medical Attendance) University Ordinances, 1966.

GRANT OF LEAVE.

46. The rules governing the grant of leave to University employees are contained in the West Pakistan Agricultural University Employees (Leave) University Ordinances, 1967.

STUDY TOUR.

47. (1) A University employee of Class 'A' may be permitted by the Syndicate to proceed on study tour with the object of increasing his usefulness to the University.

(2) The period of the study tour shall normally be four months, but as a special case it may be increased to six months.

(3) The person proceeding on study tour will be permitted to visit only the country or the countries approved by the Syndicate.

(4) He will be treated on duty and paid full salary as admissible to him while on duty in the University.

(2) Except when special reasons, which should be recorded in writing exist for a departure from this provision, sanction to the grant or permission to receive an honorarium should not be given unless the work has been undertaken with the prior consent of the competent authority and its amount has been settled in advance. When the service rendered falls within the course of the ordinary duties of the University employee performing it the test of special merit must be very strictly applied.

FEEES FOR WORK
DONE WITHOUT
DETRIMENT TO
NORMAL DUTIES.

49. A competent authority may permit a University employee, if it is satisfied that this can be done without detriment to his normal duties or responsibilities, to perform a specified service or series of service for a private person or body or for a public body including a body administering a local fund or for Government and to receive as remuneration, therefor, a non-recurring or recurring fee.

NOTE:- A teacher who has been permitted to set question papers, mark scripts, conduct examinations inspect examination centres, act as superintendent of examinations or deliver lectures in other Universities, may accept remuneration for the work upto the limit of Rs. 1200/- in a year;

for duties which he is required to perform in his official capacity by order of the competent authority.

PATENTS FOR INVENTIONS.

52. A University employee whose duties involve the carrying out of scientific or technical research shall not apply for or obtain or cause or permit any other person to apply for or obtain a patent for an invention made by such University employee save with the permission of the competent authority and in accordance with such conditions as the Syndicate may impose.

CHAPTER - V

TERMINATION OF SERVICE, SUSPENSION AND RESIGNATION.

PAY OF EMPLOYEE DISMISSED OR REMOVED FROM SERVICE.

53. The pay and allowances of a University employee who is dismissed or removed from service cease from the date of such dismissal or removal.

ALLOWANCES DURING PERIOD OF SUSPENSION.

54. A University employee under suspension is entitled to subsistence grant at 1/3rd of the pay which he was drawing immediately before his suspension; provided that the suspending authority may direct that the University employee under suspension shall be granted, in addition, such compensatory allowances as the competent authority

LEAVE TO A UNIVERSITY EMPLOYEE UNDER SUSPENSION.

56. Leave may not be granted to a University employee under suspension.

COMMITTED TO PRISON.

57. A University employee committed to prison either for debt or on a criminal charge should be considered as under suspension from the date of his arrest, and should be allowed only the payments laid down in University Ordinances 54, until the termination of the proceedings against him when an adjustment of his pay and allowances should be made according to the circumstances of the case, the full amount being given only in the event of the University employee being acquitted of blame or (if the imprisonment was for debt) of it being proved that the University employee's liability arose from circumstances beyond his control.

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NOTE:- The phrase "termination of the proceedings" occurring in this University should be held to include proceedings in a court of appeal where the law allows an appeal after the order of conviction.

NOTICE TO EMPLOYEE ON ABOLITION OF POST.

58. A notice of at least three months shall be given to a University employee in permanent employ before his services are dispensed with

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University. In case three months' notice is not given he shall deposit with the University a sum equivalent to his salary for the period by which the notice falls short of three months.

(2) A University employee who absents himself without complying with the provisions of para (1) shall be treated as having absented himself from duty for the purpose of the West Pakistan Agricultural University Employee (Efficiency and Discipline) University Ordinances, 1962.

CHAPTER - VI
FOREIGN SERVICE

TRANSFER TO
FOREIGN SERVICE.

61. (1) No University employee may be transferred to foreign service against his will.

(2) Subject to the conditions laid down in these University Ordinances a competent authority may sanction the transfer of a University employee to foreign service in or out of Pakistan for a period not exceeding three years.

INSTRUCTION - 1: Before sanctioning the transfer of a University employee for service in a foreign country or a State in Pakistan the University should invariably

transfer. He may be given such substantive or officiating promotion in those cadres as the authority competent to order promotion may decide. In giving promotion such authority shall take into account—

- (a) the nature of the work performed in foreign service, and
- (b) the promotion given to juniors in the cadre in which the question of promotion arises.

(2) In any individual case the competent authority may grant a University employee, outside his cadre or cadres but in his own line, such promotion as it considers he would have got had he not been transferred to foreign service.

EMPLOYEE NOT TO ACCEPT PENSION OR GRATUITY FROM FOREIGN EMPLOYER.

65. A University employee transferred to foreign service may not, without the sanction of the competent authority, accept a pension or gratuity from his foreign employer in respect of such service.

PAY IN FOREIGN SERVICE AND JOINING TIME.

66. A University employee in foreign service will draw pay from the foreign employer from the date on which he relinquishes charge of his post in University service. The amount of his pay, the amount of joining time admissible to him and his pay during such joining time will be fixed

Provident Fund and who is transferred to foreign service shall pay monthly subscription calculated on the rate of pay drawn in foreign service.

RATES OF CONTRIBUTIONS FOR PENSION, PROVIDENT FUND ETC.

68. (1) The rates of contributions payable on account of pension and leave salary shall be such as the competent authority may by general order prescribe.

(2) Contributions on account of Contributory Provident Fund shall be made at the rate prescribed in the West Pakistan Agricultural University Employees (Contributory Provident Fund) Statutes.

(3) The rates of contributions towards Pension and Contributory Provident Fund are designed to secure to the University employee the pension or the Contributory Provident Fund that he would have earned by service under the University if he had not been transferred to foreign service.

(4) The rates of contribution for leave salary are designed to secure to the University employee the leave salary on the scale and under the conditions applicable to him in foreign service.

NOTE:- The rates of contributions towards Pension and Leave Salary to be prescribed under this University Ordinance and the method of their calculation will be based on the rates and method prescribed by Government for Government servants on foreign service.

with the rules applicable to him as a University employee, if the foreign employer pays leave contribution at the rate prescribed under University Ordinance 68.

REVERSION FROM FOREIGN SERVICE.

71. A University employee reverts from foreign service to University service on the date on which he takes charge of his post in University service, provided that, if he takes leave on the conclusion of foreign service before rejoining his post, his reversion shall take effect from such date as the competent authority may declare.

EMPLOYEE TO CEASE TO RECEIVE PAY FROM FOREIGN EMPLOYER ON REVERSION.

72. When a University employee reverts from foreign service to University service his pay will cease to be paid by the foreign employer, and his contributions will be discontinued with effect from the date of reversion.

CHAPTER - VII.

SERVICE BOOKS

MAINTENANCE OF SERVICE BOOKS.

73. A service book, in the form prescribed by the Auditor General in article 188 of the Audit Code, will be maintained for every University employee and every step in his tenure of service