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GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

MINISTRY OF FINANCE

Finance Division

(Implementation Branch)

ORDER

Dhaka, the 5th August, 1985

No. S.R.O. 355-L/85/MF/FD(Imp)-1/MNS-17/85/59—In exercise of the powers conferred by section 5 of the Services (Reorganization and Conditions) Act, 1975 (XXXII of 1975), the Government is pleased to make the following Order, namely :—

1. **Short title, commencement and application.**—(1) This Order may be called the Services (Public Bodies and Nationalised Enterprises) (Pay and Allowances) Order, 1985.

(2) It shall be deemed to have come into force on the first day of June, 1985.

(5505)

Price: Taka 1.00

(3) It shall apply to all persons in the service of the Public Bodies and Nationalised Enterprises, except—

- (a) local bodies, such as, Municipal Corporations, Paurashavas, Zila Parishads, Upazila Parishads, Union Parishads ;
- (b) Bangladesh Biman Corporation ;
- (c) Bangladesh Shipping Corporation ;
- (d) banks and financial institutions, namely, Bangladesh Bank, Sonali Bank, Agrani Bank, Janata Bank, Rupali Bank, Bangladesh Shilpa Bank, Bangladesh Krishi Bank, Bangladesh Shilpa Rin Sangstha, Investment Corporation of Bangladesh and Bangladesh House Building Finance Corporation ;
- (e) persons employed as workers within the meaning of the State-owned Manufacturing Industries Workers (Terms and Conditions of Service) Ordinance, 1979 (XIX of 1979) ;
- (f) persons employed as apprentices or trainees ;
- (g) persons employed on contract or part-time basis ; and
- (h) persons in Government service on deputation to any Public Body or Nationalised Enterprises.

2. **Definitions.**—In this Order, unless there is anything repugnant in the subject or context,—

- (a) “commencing day” means the first day of June, 1985 ;
- (b) “Existing Scale” means the New Scale of pay introduced with effect on and from first day of July, 1977 ;
- (c) “Modified New Scale” means the Modified New Scale of pay specified in paragraph 3 ;
- (d) “Organisation” means a public body or nationalised enterprise ;
- (e) “Original Scale”, “Selection Grade Scale” or “Higher Scale (Time Scale)” means the original scale of the post, selection grade scale of the post or the higher scale of pay commonly known as time scale, as the case may be, in the Existing Scale..

3. **Modified New Scales of pay.**—(1) On the commencing day, all the scales of pay in force immediately before that day in respect of the posts placed in the Existing Scales of pay shall cease to exist and, on and from that day, there shall come into force the following Modified New Scales of pay

corresponding to the Existing Scales of pay as shown below against each, namely :—

Existing Scales (Taka)	Modified New Scales (Taka)
1. 3000 (Fixed).	1. 6000 (Fixed).
2. 2850 (Fixed).	2. 5700 (Fixed).
3. 2350—100—2750.	3. 4750—150—5500.
4. 2100—100—2600.	4. 4200—150—5250.
5. 1850—75—2375.	5. 3700—125—4825.
6. 1400—75—2225.	6. 2800—125—4425.
7. 1150—65—1800.	7. 2400—120—3600.
8. 900—55—1285—65—1610.	8. 1850—110—2620—120—3220.
9. 750—50—900—EB—55— 1230—60—1470.	9. 1650—100—2250—EB—110— 3020.
10. 625—45—985—EB—55— 1315.	10. 1350—90—2250—EB—100— 2750.
11. 470—35—645—EB—45— 915—55—1135.	11. 1000—70—1560—EB—90— 2280.
12. 425—30—575—EB—40— 735—50—1035.	12. 900—65—1550—EB—75— 2075.
13. 400—25—525—EB—30—825.	13. 850—55—1400—EB—60— 1700.
14. 370—20—470—EB—25—745.	14. 800—50—1300—EB—55— 1630.
15. 325—15—430—EB—20—610.	15. 750—45—1200—EB—50— 1550.
16. 300—12—396—EB—18—540.	16. 700—40—1100—EB—45— 1415.
17. 275—10—375—EB—15—480.	17. 650—35—1000—EB—40— 1280.
18. 250—8—282—EB—8—362.	18. 600—30—900—EB—35—1110.
19. 240—7—282—EB—7—345.	19. 550—25—725—EB—30—965.
20. 225—6—315.	20. 500—20—860.

4. **Admissibility of Modified New Scales.**—The Modified New Scales corresponding to the Existing Scales as shown in paragraph 3, shall be admissible on and from the commencing day against the original scale, Selection Grade Scale which was duly approved by the Ministry of Finance and Higher Scale (Time Scale) of a person in the relevant post as on the 31st May, 1985. In case where the Existing Scale has been allowed to an incumbent of a post as

personal to him, the corresponding Modified New Scale of such personal scale shall be admissible to that incumbent under the same terms and conditions:

Provided that, in the cases of employees, other than officers, the Modified New Scales corresponding to the Existing scales as shown in paragraph 3, shall be admissible on and from the commencing day against the respective Higher Scale (Time Scale) enjoyed by them as on the 31st May, 1985:

Provided further that in the case of officers in any of the Existing Scales of Tk. 425—1035, Tk. 470—1135 and Tk. 625—1315 enjoying the Higher Scale (Time Scale) after completion of eight years' of service, the Modified New Scale corresponding to such Higher Scale (Time Scale) shall be admissible, and if they are enjoying Second Higher Scale (Time Scale) or Third Higher Scale (Time Scale) on completion of twelve years' service or fifteen years' service, the Modified New Scales corresponding *only* to the Second Higher Scale (Time Scale) shall be admissible:

Provided further that in the cases of officers in the Existing Scale of Tk. 750—1470 and above enjoying one or more than one Higher Scale (Time Scale), the Modified New Scale corresponding to first Higher Scale (Time Scale) *only* shall be admissible:

Provided also that employees who were entitled to Higher Scale (Time Scale) up to 31st May, 1985, but could not be allowed the same on the due date shall be allowed to draw the same retrospectively in the Existing Scale of pay up to 31st May, 1985.

5. Meaning of Present Pay.—"Present Pay" shall, for the purposes of this Order, mean—

(a) basic pay drawn or admissible to a person on the 31st May, 1985;

plus

(b) dearness allowance admissible on the 31st May, 1985, under Government Order No. অর্থ/প্রবি-২/ভাতা-১/৮৪/১০২, dated the 21st May, 1984;

plus

(c) compensatory allowance of Tk. 25.00 p.m. admissible on the 31st May, 1985, under Government Order Nos. MF/R-II/Allow-8/80/107 (700), dated the 6th May, 1980, and MF/R-II/Allow-8/80/193, dated the 4th September, 1981;

plus

(d) personal allowance, personal pay, protected pay or temporary personal allowance, where admissible, on the 31st May, 1985, under Orders issued by the Government from time to time.

6. Fixation of pay in the Modified New Scale.—(1) The pay of a person shall be fixed in the Modified New Scale corresponding to the Original Scale of the post, Selection Grade Scale of the post, Scale allowed to an incumbent as personal to him, which was duly approved by the Ministry of Finance or Higher Scale (Time Scale), as the case may be, subject to the conditions laid down in provisos to paragraph 4 and on the basis of the following principles:—

(a)(i) if the Present Pay of a person is less than the minimum of the relevant Modified New Scale, the pay shall be fixed at the minimum of the Modified New Scale;

- (ii) if the Present Pay is higher than the minimum of the relevant Modified New Scale and coincides with any stage therein, the pay shall be fixed at that stage of the Modified New Scale and if there is no such stage in the Modified New Scale, the pay shall be fixed at the next higher stage of the Modified New Scale ;
- (iii) if the Present Pay exceeds the maximum of the relevant Modified New Scale, his pay shall be fixed at the maximum of the Modified New Scale and the difference between the Present Pay and the maximum of the Modified New Scale shall be allowed to him as personal pay and shall also be allowed increment over such maximum on account of his past services in the same post or inter-changeable posts held up to 31st May, 1985, at the highest rate of increment of the relevant Modified New Scale in the manner specified in clause (b) and such amount shall be added to the personal pay which shall be treated as pay for all purposes ;
- (b) to the amount worked out under clause (a), there shall be added in the Modified New Scale, for service up to 31st May, 1985, in the same post or inter-changeable posts—
- (i) one increment for such service for any period less than three years on the 31st May, 1985 ;
- (ii) one increment for every three years of such service and one increment for any fraction of such service over three years or any multiple thereof on the 31st May, 1985 :

Provided that the maximum number of such increments shall not exceed—

- (1) three, in respect of the persons who have not drawn the benefit of Higher Scale (Time Scale), and
- (2) two, in respect of the persons who have drawn the benefit of Higher Scale (Time Scale).

Explanation.—Clause (b) shall not apply to persons holding posts in the Modified New Scales of Tk. 6000 (Fixed) and Tk. 5700 (Fixed).

(2) The initial pay in the Modified New Scale of a person promoted to a post carrying higher scale of pay between the commencing day and the date of issue of this Order, shall first be fixed in the relevant Modified New Scale of the lower post on the commencing day in accordance with the provisions of sub-paragraph (1) and then on the basis of the pay so fixed, his pay in the relevant Modified New Scale of the higher post shall be fixed on the date of promotion in accordance with the normal rules.

(3) The pay of a person on deputation shall be fixed on the basis of his Present Pay to which he would have been entitled in his parent office or Organisation but for such deputation.

Explanation.—For the purpose of this sub-paragraph, the term “deputation” means temporary transfer of a person from one Organisation to another.

(4) The pay of a person who was on leave on the commencing day shall be fixed in the relevant Modified New Scale on the basis of his Present Pay or what would have been his Present Pay had he not been on leave on that date

but the monetary benefit accruing from the fixation of his pay in the Modified New Scale shall not be admissible for the period of leave.

Explanation.—In the case of a person who was on leave preparatory to retirement on the commencing date and retired on a date subsequent to that date, his pension and other retirement benefits shall be calculated on the basis of what would have been his pay on the date of retirement in accordance with the provisions of sub-paragraph (4) but his leave salary shall not be recalculated.

(5) The pay of a person under suspension on the commencing day shall not be fixed in the relevant Modified New Scale unless he is re-instated and actually resumes duty. The pay of such a re-instated person shall first be fixed in the Existing Scale in accordance with the rules and principles in force on the 31st May, 1985, and then on the basis of such pay, his pay in the Modified New Scale shall be fixed in accordance with the provisions of this Order.

7. Continuation of Selection Grade Scale and Personal Scale.—The Selection Grade Scale or Personal Scale under the Existing Scale shall become the Selection Grade Scale or Personal Scale, as the case may be, in the corresponding Modified New Scale from the commencing day on the same terms and conditions and allowing of the Selection Grade Scale in the manner admissible on the 31st May, 1985, shall continue in the corresponding Modified New Scale on the same terms and conditions.

8. Admissibility of Higher Scale (Time Scale) in the Modified New Scale.—

(1) For employees other than officers belonging to any of the Modified New Scales of Tk. 500—860 to Tk. 1350—2750, the Higher Scale (Time Scale) for moving to the next higher scale shall be allowed after completion of eight, twelve and fifteen years of service in a post, on satisfactory service records :

Provided that none shall move to more than three higher scales than the scale of the post he would actually be holding except on promotion to a higher post :

Provided further that none shall get the benefit of more than three Higher Scales (Time Scale) in the Existing Scale and the Modified New Scale taken together except on promotion.

(2) For officers belonging to any of the Existing Scales of Pay of Tk. 425—1035, Tk. 470—1135 and Tk. 625—1315, the next Higher Scale (Time Scale) shall henceforth be admissible on satisfactory service records and one year after reaching the maximum of the scale of the post and that none shall be allowed to move to more than two Higher Scales (Time Scale) in the Existing Scale and the Modified New Scale taken together than the scale of the post except on promotion to a higher post.

(3) For officers belonging to Existing Scale of Tk. 750—1470 and above, the next Higher Scale (Time Scale) shall henceforth be admissible one year after reaching the maximum of the scale on satisfactory service records and selection by the departmental promotion committee or other competent authority, as the case may be, and that none shall be allowed to move to more than one Higher Scale (Time Scale) in the Existing Scale and the Modified New Scale taken together than the scale of the post he would actually be holding except on

promotion to a higher post and that none shall move beyond the scale of pay of Tk. 4750—5500 :

Provided that officers in any of the Modified New Scales of Pay of Tk. 1650—3020, Tk. 1850—3220 and Tk. 2400—3600 (corresponding to Existing Scales of Pay of Tk. 750—1470, Tk. 900—1610 and Tk. 1150—1800) shall move to the Higher Scale (Time Scale) of Tk. 2800—4425 (corresponding to Existing Scale of Tk. 1400—2225) one year after reaching maximum of the scale or one year after the maximum pay in the Modified New Scale of Pay of Tk. 1650—3020 or Tk. 1850—3220 would have been due, had they not been promoted to post in higher scale of pay of Tk. 1850—3220 or Tk. 2400—3600, whichever is earlier.

Explanation.—Officers belonging to other scales of pay under the Modified New Scales excepting the Scales of pay referred to in the proviso to paragraph 8(3) shall be allowed to move to the next higher scale subject to the conditions laid down in paragraph 8(3).

9. **Increment after fixation of pay.**—(1) Subject to the rules governing the crossing of efficiency bar as indicated by "EB" in the Modified New Scales and other rules governing the grant or drawal of increment, the first increment of pay after fixation of pay in the Modified New Scales in accordance with provisions of paragraph 6 shall be due on the date on which it would have been admissible in the Existing Scale and the increment of pay of a person promoted or appointed on or after the commencing day shall be due on the date of anniversary of the promotion or appointment, as the case may be.

(2) In case the increment falls due on the commencing day, the increment shall be allowed in the Modified New Scale on that date after fixation of his pay in Modified New Scale.

(3) In case of a person belonging to any of the Modified New Scales Nos. 10 to 20 (Tk. 1350—2750 to Tk. 500—860), whose pay on the commencing day has been fixed at the maximum of the relevant Modified New Scale in terms of paragraph 6(1) (a) (iii) and would remain stuck up there, shall be allowed for every two years of service beyond the maximum of the scale, personal pay equal to one increment at the highest rate of increment of the relevant Modified New Scale and such personal pay shall also be added to the personal pay admissible under paragraph 6(1)(a) (iii) and such total shall be treated as pay for all purposes.

10. **Pay on first appointment.**—(1) The pay of a person on first appointment, otherwise than on promotion or transfer on or after the commencing day, shall be fixed at the minimum of the Modified New Scale applicable to the post to which he is appointed :

Provided that, on such first appointment to a post in the Modified New Scale of Tk. 1650—100—2250—EB—110—3020 and above—

- (a) one advance increment shall be given to a person holding an M.B.B.S. or a Bachelor of Architecture degree or a degree in Engineering or a

degree recognised by the Government as equivalent to it, if such degree is the prescribed minimum qualification for the post;

- (b) two advance increments shall be given to a person who, in addition to having a degree in Engineering, Law or Architecture or a Master degree, holds another degree in Physical Planning from an Institute recognised for this purpose by the Government, if such degree is the prescribed minimum qualification for the post;

Explanation.—For the purpose of this clause, a Bachelor's degree in Agriculture, Agricultural Economics, Agricultural Engineering, Animal Husbandry and Veterinary Science means a degree of four years course after Higher Secondary Certificate;

- (c) on appointment to a post to be specified by the competent authority in consultation with Ministry of Finance, the Assistant Engineer and Executive Engineers engaged exclusively in Planning and Design work shall be given three increments in their respective scale. They shall be entitled to the benefit of the increments only for so long as they hold the posts of Assistant Engineer or Executive Engineer in Design or Planning. Promotion to the post of Executive Engineer in Design or Planning shall be from amongst the eligible Assistant Engineers specialised in the field. An Assistant Engineer, Design, Planning, who is not spared in the public interest by the competent authority for taking up appointment on promotion as Sub-Divisional Engineer shall be entitled to draw pay in the Modified New Scale of Tk. 2400—3600 while holding the post of Assistant Engineer, Design or Planning ;
- (d) on first appointment to a post in the Modified New Scale of Tk.1650—3020 in the Bangladesh Atomic Energy Commission, Bangladesh Council for Scientific and Industrial Research, Bangladesh Agriculture Research Institute, Bangladesh Rice Research Institute, Bangladesh Agricultural Research Council, Bangladesh Jute Research Institute and Bangladesh Tea Research Institute, an officer shall be granted two advance increments if—
- (a) the post is specified as research post ;
- (b) the person concerned has at least one of the following qualifications:
- (i) 1st class degree in Engineering with no 3rd class or 3rd Division at any stage in the educational career ;
- (ii) 1st class degree in Agriculture (4 years' course after H.S.C.) with no-3rd class or 3rd Division at any stage in the educational career ;
- (iii) 1st class Master's degree in Science subjects with no 3rd class or 3rd Division at any stage in the educational career ;

- (iv) 2nd class Master's degree in Science subjects with 1st class Honours degree with no 3rd class or 3rd Division at any stage in the educational career;
- (v) Bachelor's degree in Medicine with at least 60% marks with 1st Division in S. S. C. and H. S. C.;

Provided further that persons who are given increment under clause (d) shall not be entitled to any increment under clauses (e) to (c):

Provided further that one advance increment shall be given to a person who is a licentiate of any Medical Faculty, if such a licence is the prescribed minimum qualification for the post.

11. **Conditions for full pay of a post.**—(1) Full pay shall be admissible to a person promoted to a higher scale if the person has completed the number of years of service as shown in the table below:

No.	Scale.	Minimum number of years of service required for full pay.
1.	Tk. 6000 (Fixed)	20 years.
2.	Tk. 5700 (Fixed)	17 ..
3.	Tk. 4750—150—5500	14 ..
4.	Tk. 4200—150—5250	12 ..
5.	Tk. 3700—125—4825	10 ..
6.	Tk. 2800—125—4425	7 ..
7.	Tk. 2400—120—3600	4 ..

Explanation.—For the purpose of this sub-paragraph, the years of service shall be the total of—

- (i) the actual period of service in a post which was placed in National Grade-V, between the 1st July, 1973 and the 30th June, 1977, or in a post placed in the Existing Scale of pay of Tk. 750—1470 on or after the 1st July, 1977 or in a post in the Modified New Scale of Pay of Tk. 1650—3020 on or after the 1st June, 1985;

Plus

- (ii) half the actual period of service in a post which was placed in National Grade-VI between the 1st July, 1973 and the 30th June, 1977 or in a post placed in the Existing Scale of pay of Tk. 625—1315, Tk. 470—1135 or Tk. 425—1035 on or after the 1st July, 1977 or in a post in the Modified New Scale of pay of Tk. 1350—2750, Tk. 1000—2280 or 900—2075 on or after the 1st June, 1985;

Plus

- (iii) one-fourth of the actual period of service in other posts.

(2) 20% of the difference between the Present Pay and the initial pay in the Modified New Scale determined according to paragraph 6 shall be withheld for every year by which the length of service falls short of the required period:

Provided that not more than 60% of the difference shall be withheld in any case.

12. Allowances, etc. to cease to be admissible.—Dearness allowance, compensatory allowance, personal allowance, personal pay excepting that mentioned in paragraph 6(1)(a)(iii), temporary personal allowance, and all other extra remuneration by whatever name called, except the following, where admissible up to 31st May, 1985, shall cease to be admissible with effect on and from the commencing day :—

- (a) washing allowance;
- (b) over time allowance payable to employees other than officers for working extra hours beyond normal working hours of the concerned Organisation as may be approved by the competent authority from time to time;
- (c) travelling allowance and daily allowance on tour or on transfer including fixed travelling allowance;
- (d) entertainment allowance on such scale and terms as are admissible under specific sanction of the Ministry of Finance, issued from time to time;
- (e) Chittagong Hill Tracts allowance, if any, sanctioned by the Ministry of Finance from time to time;
- (f) charge allowance given to the officer for temporarily discharging, in addition to his own duties, the responsibility of a higher post sanctioned on higher scale of pay;
- (g) power house allowance and rotating shift duty allowance of the employees of the Power Development Board as admissible on the 31st May, 1985;
- (h) power house allowance and rotating shift duty allowance of the employees of the Water Development Board as admissible on the 31st May, 1985;
- (i) other allowances specifically sanctioned by the Government from 1-7-1977 to 31-5-1985 excepting those which cease under this Order.

13. Medical facilities.—(1) All persons shall be paid a fixed Medical Allowance of Tk. 100 per month. The existing facility of reimbursement of expenditure on account of hospitalisation, charges for specialists services, for example X-ray, Pathological test, now enjoyed by persons shall be discontinued with effect on and from the commencing day. Facilities of treatment in Government Hospitals shall, however, apply to all persons. Charges, if any, paid to the Government Hospitals shall be reimbursed excepting dietary charges.

(2) Where the facilities of free Medical advice by doctors (full or part-time) and the facilities of dispensaries exist in an organisation, the same shall continue. Such dispensaries shall provide first aid and supply medicines strictly limited to the items of medicines which are normally supplied by the Central Medical Stores to the Government Hospitals and dispensaries. The medicines to be supplied shall also be limited to the budget allocation approved by the Ministry of Finance (Finance Division).

14. **House Rent Allowance.**—(1) Subject to the other provisions of this paragraph, all persons shall be paid a house rent allowance at the following monthly rates :—

Basic Pay.	House rent allowance (per month).	
	For cities of Dhaka, Narayanganj, Chittagong, Khulna and Rajshahi.	For other places.
Up to Tk. 800	55% of basic pay.	50% of basic pay.
Tk. 801 to Tk. 1250	50% of basic pay, subject to a minimum of Tk. 440.	45% of basic pay, subject to a minimum of Tk. 400.
Tk. 1251 to Tk. 2500	45% of basic pay, subject to a minimum of Tk. 625.	40% of basic pay, subject to a minimum of Tk. 563.
Tk. 2501 and above	40% of basic pay, subject to a minimum of Tk. 1125.	35% of basic pay, subject to a minimum of Tk. 1000.

(2) A person who is provided with residential accommodation by the Organisation shall not be entitled to house rent allowance under sub-paragraph (1).

(3) A person who is provided with residential accommodation by the Organisation shall pay to the Organisation by deduction from pay bills monthly rent at the following rates :—

- (a) Officers 7½% of basic pay.
- (b) Staff in the Modified New Scales
- | | | |
|--------------|---|-----|
| Tk. 500—860 | } | Nil |
| Tk. 550—965 | | |
| Tk. 600—1110 | | |
- (c) Other staff including those on the Modified New Scale—
- | | |
|---------------|-------------------------|
| Tk. 1000—2280 | 5% of basic pay. |
|---------------|-------------------------|

Provided that a person who, under the rules in force from time to time, is entitled to rent-free accommodation shall not be required to pay rent on account of the residential accommodation provided by the Organisation, but future appointees in the post held by such an employee shall be required to pay rent for the residential accommodation provided to him.

(4) If both the husband and wife are employees in any office of the Government or any public body and nationalised enterprise including banks and financial institutions or any office of the Government and public body and nationalised enterprise including banks and financial institutions and are posted

at the same station, and residential accommodation is provided to one of them, the rent shall be recovered from the pay bill of the spouse in whose name the residence is allotted and the other spouse shall neither be entitled to residential accommodation nor the house rent allowance under this paragraph, unless the husband and wife live separately.

(5) The Government Orders issued from time to time relating to the allotment of residential accommodation who have house or houses of their own in their own name or in the name of their dependants shall continue.

Explanation.—Allotment of a single seat or single room in a mess, hostel, rest house, circuit house, dormitory or dak-bungalow or in improvised accommodation at or near the place of work given by the Organisation concerned in the interest of public service (such as, accommodation in gang, huts, godowns, wagons, bunks on board a steamer or launch) shall not be treated as provision of accommodation by the Organisation for purposes of this paragraph and in such cases, the person concerned shall be entitled to receive house-rent allowance under this paragraph and shall pay rent and other charges, if any, levied for the single seat or single room or for the improvised accommodation.

15. **House rent ceiling.**—The hiring of private houses for residential accommodation of persons at a rate admissible on the 31st May, 1985 may continue for the persons who were enjoying house rent ceiling at the same rate (in absolute amount) as on the 31st May, 1985, without reference to their basic pay in the Modified New Scale with the usual deduction at the rate specified in paragraph 14(3). No person in future other than those who were enjoying house rent ceiling on the 31st May, 1985, shall enjoy this facility. However, any person now enjoying house rent ceiling may opt for house rent allowance:

Provided that houses shall be hired in the name of the Organisation concerned and in no case the rent shall be paid in cash or by cheque to the person concerned:

Provided further that where residential accommodation is provided to a person (irrespective of whether it is hired or owned by an Organisation) it shall be unfurnished and no furniture or curtain shall be supplied. The owner of the house shall pay municipal taxes and other taxes. The occupant shall pay charges for gas, electricity and water. No Chowkider, Mali, Cook shall be provided by the Organisation at the residence of the occupant.

16. **Conveyance allowance.**—(1) A person in any of the Modified New Scale Nos. 11 to 20 (Tk. 1000—2280 to Tk. 500—860) posted to any office located in the cities of Dhaka, Narayanganj, Chittagong, Rajshahi and Khulna shall be entitled to a conveyance allowance of Tk. 40 per month. Conveyance allowance of Tk. 40 per month shall also be admissible to a person who is drawing pay in the Modified New Scale of pay of Tk. 1350—2750 or Tk. 1650—3020 or Tk. 1850—3220 as Higher Scale (Time Scale).

(2) The benefit of full-time use of car on payment under existing Government Order shall continue.

17. **Festival allowance or festival bonus.**—Annual festival allowance or festival bonus shall be allowed in accordance with the provision of existing Government Order Nos. MFP/FD(Imp)-IV/FB/12/84/78, dated the 2nd June, 1984 and MF(ID)-IV/IND(A)-7/80/1057, dated the 6th August, 1980.

18. **Procedure of payment.**—(1) The Organisation shall get the pay and emoluments of the persons fixed in the Modified New Scales of pay as soon as possible and submit a report to the Implementation Branch of the Finance Division. They are also requested to take steps to get the fixation of pay duly audited and verified by the Audit and Accounts Office concerned under intimation to Implementation Branch of Finance Division.

(2) Heads of Organisations are authorised to make provisional payment according to pay fixed in the Modified New Scale subject to verification by the relevant Audit and Accounts Office except in the cases of employees who are likely to retire within one year from the date of issue of this Order. In such cases payment should be made only after verification of the fixation of pay by the relevant Audit and Accounts Office.

(3) Provisional payments shall be made after obtaining written undertaking from all the persons to the effect that any overpayment will be refundable and recoverable from them. The Organisation concerned shall keep a record of such undertaking in their custody and shall endorse a certificate of having received the undertaking on the pay bills.

(4) Increment in the Modified New Scale shall be allowed after verification of pay fixation in the Audit and Accounts Office.

(5) All amounts paid by way of pay and allowances paid as per Ministry of Finance, Finance Division O. M. No. এর এক/এক ডি/প্রশাসন-৬/ক-২/৮৩/১০৯ (২০০০), dated the 9th June, 1985 from 1st June, 1985, and thereafter shall be adjusted against the amounts of pay and allowances admissible under this Order.

19. **Repeal, etc.**—(1) The Services (Public Bodies and Nationalised Enterprises) (Pay and Allowances) Order, 1978 hereinafter referred to as the said Order, is hereby *repealed*.

(2) All notifications, orders, office memoranda and circulars amending the said Order, are hereby rescinded.

By order of the President
M. MUSTAFIZUR RAHMAN
Secretary.