

No.3 /10/10-5FP2/ 786-91

GOVERNMENT OF PUNJAB  
DEPARTMENT OF FINANCE  
(FINANCE PERSONNEL-2 BRANCH)

Dated, Chandigarh, the 5<sup>th</sup> December, 2011

To

1. Additional Secretary, Secretariat Administration,  
Punjab Civil Secretariat,  
Chandigarh.
2. Under Secretary (Administration),  
Financial Commissioners' Office, Punjab,  
Chandigarh.
3. Legal Remembrancer, Punjab  
Chandigarh.
4. Secretary to Hon'ble Governor, Punjab,  
Punjab Raj Bhawan, Chandigarh.
5. Secretary, Punjab Vidhan Sabha,  
Chandigarh.
6. Secretary, Punjab Public Service Commission,  
Patiala.

Subject: - Conversion of Secretariat Allowance into Secretariat Pay.

Sir,

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I am directed to invite a reference to Government letter No. 3/10/10-5FP2/459-464, dated 13th October, 2010 and the subsequent letters issued on the subject cited above and to say that the Governor of Punjab is pleased to decide that the Secretariat Allowance admissible to various categories of employees working in Punjab Civil Secretariat and equivalent offices shall be converted into Secretariat Pay with effect from the 1<sup>st</sup> December, 2011. The Secretariat Pay admissible under these orders shall be treated as part of basic pay for all intents and purposes including calculation of various types of allowances and pensionary benefits.

2. It has been further decided that Secretariat Pay admissible to the employees posted in the Punjab Civil Secretariat or equivalent offices from other departments or cadres not belonging to the Secretariat Services, shall be drawn by them only during the period of their posting in the Punjab Civil Secretariat or equivalent offices and the Secretariat Pay drawn by them shall also be treated as part of basic pay for all intents and purposes including calculation of various types of allowances. However, in their case, Secretariat Pay shall NOT be treated as

pay for the purpose of calculation of pensionary benefits even if they retire from government service at any time during the period of their posting in the Punjab Civil Secretariat or equivalent offices.

3. These orders shall come into force with effect from the 1<sup>st</sup> December, 2011.
4. Punjabi version of these orders shall follow in due course.

Yours faithfully,  
*Jasbir Kaur*  
(JASBIR KAUR)  
Under Secretary Finance

No. 3 /10/10-5FP2/ 792-93 Dated, Chandigarh, the 15<sup>th</sup> December, 2011.

A copy each is forwarded to:-

- (i) The Principal Accountant General (Audit) Punjab, Chandigarh.
- (ii) The Principal Accountant General (A&E), Punjab, Chandigarh.

*Jasbir Kaur*  
Under Secretary Finance

No. 3 /10/10-5FP2/ 794-97 Dated, Chandigarh, the 15<sup>th</sup> December, 2011.

A copy each is forwarded to:-

- (i) The Chief Secretary to Government of Punjab, Chandigarh.
- (ii) Financial Commissioner (Revenue) Punjab, Chandigarh.
- (iii) The Secretary to Government of Punjab, Department of General Administration, Chandigarh.
- (iv) The Secretary to Government, Punjab, Department of Legal and Legislative Affairs, Chandigarh.

*Santosh Malhotra*  
Superintendent

No. 3 /10/10-5FP2/ 798-99 Dated, Chandigarh, the 15<sup>th</sup> December, 2011

A copy each is forwarded for information to:-

- (i) The Secretary to Government of Himachal Pradesh, Department of Finance, Shimla.
- (ii) The Finance Secretary, Chandigarh Administration.

*Santosh Malhotra*  
Superintendent

No. 3 /10/10-5FP2/ 800-02 Dated, Chandigarh, the 15<sup>th</sup> December, 2011

A copy is forwarded to all the District Treasury Officers /Treasury Officers in the State for information and necessary action.

*Santosh Malhotra*  
Superintendent

INTERNAL DISTRIBUTION:

- (i) Directorate of Financial Resources and Economic Intelligence.
- (ii) Director, Treasuries, Punjab, Chandigarh.
- (iii) All Branches in the Department of Finance.