

UNIVERSITY OF TURBAT

Tradition, Innovation, Excellence



GENERAL PROVIDENT FUND STATUTES 2023

University of Turbat
Turbat Kech Balochistan

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**UNIVERSITY OF TURBAT
TURBAT, KECH, BALOCHISTAN**

Dated: 28 September, 2023

NOTIFICATION

No. UoT/Reg. 1129-8/2023. In pursuance of Section 24 (2) Clause (h) of Balochistan Universities Act (Act No. XII of 2022), the draft of the General Provident Fund Statutes 2023 of University of Turbat, having been approved by the University of Turbat Senate on 8th August, 2023, is hereby published as the University of Turbat General Provident Fund Statutes 2023.

**UNIVERSITY OF TURBAT GENERAL PROVIDENT FUND
(GPF) STATUTES 2023**

1. Short Title

These statutes, framed in pursuance of Chapter-VI (Statutes, Regulations and Rules), Sections 35 and 46 of Balochistan Universities Act 2022, shall be called, "*The University of Turbat General Provident Fund Statutes 2023*".

2. Commencement and Application

These shall come into force at once and applicable to all regular employees (administrative and academic) of the university.

3. Definitions

(1) In these Statutes unless the context otherwise requires:

- a) "*Act*" means the Balochistan Universities Model Act 2022.
- b) "*Competent Authority*" means Vice Chancellor of the University.

- c) "Emoluments" means pay, leave salary, or subsistence grant as the case may be
- d) "Employee" means the employee as defined in University of Turbat Service Statutes.
- e) "Family" means:
 - a. in the case of a male subscriber, the wife or wives, parents, children, minor brothers, unmarried sisters, deceased son's widow and children and where no parents of the subscriber is alive, a paternal grandparent:

Provided that if a subscriber proves that his wife has been judicially separated from him or has ceased under the customary law of the community, to which she belongs to be entitled to maintenance she shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these Statutes relate unless the subscriber subsequently intimates, in writing to the Treasurer that she shall continue to be so regarded;

- b. in the case of a female subscriber, the husband, parents, children, minor brothers, unmarried sisters, deceased son's widow and children and where no parents of the subscriber is alive, a paternal grandparent:

Provided that if a female subscriber by notice in writing to the Treasurer expresses her desire to exclude her husband from her family, the husband shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these Statutes relate, unless the subscriber subsequently cancels such notice in writing.

NOTE "Child" means a legitimate child and includes an adopted child, where adoption is recognized by the law governing the subscriber.

- f) "Fund" means the General Provident Fund of the University.
- g) "Leave" means any kind of leave as defined in the Leave Rules of University of Turbat.
- h) "Subscriber" means a regular employee of the University.
- i) "Treasurer" means the Director Finance of the university.
- j) "Vice Chancellor" means vice chancellor of the University.
- k) "University" means the University of Turbat.
- l) "Year" means a financial year.

(2) Any other expression used in these Statutes which is defined either in the Act or in Provident Funds Act, 1925 (19 of 1925), Balochistan General Provident Fund 2007 or in the Service Statutes of University of Turbat is used in the sense therein defined.

(3) Nothing in these Statutes shall be deemed to have the effect of terminating the existence of the General Provident Fund as heretofore existing or of constituting any new Fund.

4. Constitution of the Fund

(1) The Fund shall be maintained in Pakistani Rupees.

(2) All sums paid into the Fund under these Statutes shall be credited in the books of University of Turbat to an account named "The General Provident Fund".

(3) The Fund shall be utilized only for the purpose for which it is created and no payment shall be permissible from the Fund outside its purview.

5. Conditions of Eligibility

- i. All regular employees including the re-employed pensioners (appointed on regular basis) of University of Turbat shall subscribe to the Fund:

Provided that a temporary University of Turbat employee may apply in writing to subscribe towards the General Provident Fund

NOTE 1: Probationers shall be treated as regular employees for the purpose of Statutes.

- ii. The employee shall claim fund from the date of his appointment to the university.
- iii. The employee who has previously served other government departments/ organizations shall bring his GP Fund contributions to the university after his appointment/ joining through proper channel.
- iv. If the employee, mentioned in foregoing clause-ii, has not brought his/her GP Fund contributions from his/her previous department/ organization then he/she cannot claim GP Fund from his/her previous service in other government department/organization.

6. Nominations

- (1) A subscriber shall, at the time of joining the Fund, send to the Treasurer through the Registrar a nomination conferring on one or more persons the right to receive the amount that may stand to his credit in the Fund in the event of his death, before that amount has become payable or having become payable has not been paid:

Provided that a subscriber who has a family at the time of making the nomination shall make such nomination only in favour of members of his family:

Provided further that the nomination made by the subscriber in respect of any other Provident Fund to which he was subscribing before joining the Fund shall, if the amount to his credit in such other fund has been transferred to his credit in the Fund, be deemed to be a nomination duly made under this Statute until he makes a nomination in accordance with this Statute.

- (2) If a subscriber nominates more than one person under sub-Statute (1) above, he shall specify in the nomination the amount or share payable to each of the nominees in such manner as to cover the whole of the amount that may stand to his credit in the Fund at any time.
- (3) Every nomination shall be made in the Form as may be prescribed.
- (4) A subscriber may at any time cancel a nomination by sending a notice in writing to the Treasurer. The subscriber may, along with such notice or separately, send a fresh nomination made in accordance with the provisions of this Statute.
- (5) A subscriber may provide in a nomination:
 - (a) in respect of any specified nominee, that in the event of his predeceasing the subscriber, the right conferred upon that nominee shall pass to such other person or persons as may be specified in the nomination, provided that such other person or persons shall, if the subscriber has other members of his family, be such other member or members. Where the subscriber confers such a right on more than one person under this clause, he shall specify the amount or share payable to each of such persons in such a manner as to cover the whole of the amount payable to the nominee.

- (b) that the nomination shall become invalid in the event of the happening of a contingency specified therein:

Provided that if at the time of making the nomination the subscriber has only one member of the family, he shall provide in the nomination that the right conferred upon the alternate nominee under Clause (a) shall become invalid in the event of his subsequently acquiring other member or members in his family.

- (6) Immediately on the death of a nominee in respect of whom no special provision has been made in the nomination under Clause (a) of sub-Statute (5) or on the occurrence of any event by reason of which the nomination becomes invalid in pursuance of Clause (b) of sub-Statute (5) or the proviso thereto, the subscriber shall send to the Treasurer a notice in writing cancelling the nomination, together with a fresh nomination made in accordance with the provisions of these Statutes.
- (7) Every nomination made, and every notice of cancellation given by a subscriber shall, to the extent that it is valid, take effect on the date on which it is received by the Treasurer.

7. Subscriber's Account

An account shall be opened in the name of each subscriber by the Treasurer in which shall be shown-

- (i) his subscriptions;
- (ii) interest, as provided by Statute 11, on subscriptions;
- (iii) bonus (if any) as provided by Statute 11- (2)(iii) on subscriptions; and
- (iv) advances and withdrawals from the Fund.

8. Conditions of Subscription

- (1) A subscriber shall subscribe monthly to the Fund at the rate as prescribed by the Syndicate:

Provided that a subscriber may, at his option, not subscribe during leave which does not carry any leave salary.

Provided further that a subscriber on reinstatement after a period passed under suspension shall be allowed the option of paying in one lump sum, or in installments, any sum not exceeding the maximum amount of arrears subscriptions payable for that period

- (2) The subscriber shall intimate his option not to subscribe during the leave referred to in the first proviso to sub-Statute (1) by written communication to the Treasurer before he proceeds on leave.

Failure to make due and timely intimation shall be deemed to constitute an election to subscribe. The option of a subscriber once intimated under this sub-Statute shall be final.

- (3) A subscriber who has under Statute 32 withdrawn the amount standing to his credit in the Fund shall not subscribe to the Fund after such withdrawal unless he returns to duty.
- (4) Notwithstanding anything contained in sub-Statute (1) a subscriber shall not subscribe to the Fund for the month in which he quits service unless, before the commencement of the said month, he communicates to the Treasurer in writing his option to subscribe for the said month.

9. Rates of Subscription

- (1) The amount of subscription shall be fixed by the Syndicate
 - (a) The subscriber on deputation out of University of Turbat shall regularly contribute his due subscription towards GENERAL PROVIDENT FUND on monthly basis.
 - (b) The employee who joins University of Turbat service for the first time the deduction of GENERAL PROVIDENT FUND at the prescribed rates shall start from his first pay bill for the month during which he joins the duty at University of Turbat;
 - (c) A subscriber if on leave without pay for a part of a calendar month and has elected not to subscribe during such leave, the amount of subscription payable for the fraction of that month shall be at the rates prescribed for the whole month.

10. Transfer to Foreign Service or Deputation out of University:

When a subscriber is transferred to Foreign Service or sent on deputation out of University of Turbat, he shall remain subject to the Statutes of the Fund in the same

manner as if he were not so transferred or sent on deputation.

11. Realization of Subscriptions:

- (1) When emoluments are drawn from a University of Turbat treasury, recovery of subscriptions shall be made from the salary on monthly basis.
- (2) When emoluments are drawn from any other source, the subscriber shall forward his dues monthly to the Treasurer:
Provided that in the case of a subscriber on deputation to a body corporate, allowed by the competent authority, the subscriptions shall be recovered and forwarded to the Treasurer by such body.
- (3) If a subscriber fails to subscribe with effect from the date on which he is required to join the Fund or is on default in any month or months during the course of a year otherwise than is provided in Statute 7, the total amount due to the Fund on account of arrears of subscription shall, with interest thereon at the rate provided in these Statute forthwith be paid by the subscriber to the Fund or in default be ordered by the Treasurer to be recovered by deduction from the emoluments of the subscriber by installments or otherwise, as may be directed by the authority competent to sanction an advance for the grant of which special reasons are required under sub-Statute (2) of Statute 12:
Provided that subscribers whose deposits in the Fund carry no interest shall not be required to pay any interest

12. Interest

- (1) Subject to the provisions of sub-Statute (5), the University shall pay to the credit of the account of a subscriber interest at such rate as may be determined for each year according to the method of calculation prescribed from time to time by the Board;
- (2) Interest shall be credited with effect from last day in each year.
 - (i) For the purpose of calculating interest on the amount to the credit of a subscriber the following formula shall be used: -

Balance carried forward from preceding year add monthly subscription less withdrawal from the account by the subscriber, if any, add the amount of recoveries (advances or arrears) during the month, if any multiply the total so arrived with the prescribed interest rate sum of interest for twelve months

or actual permissible period whichever is less.

- (ii) the total amount of interest in a year shall be rounded to the nearest whole rupee (fifty *paisas* counting as the next higher rupee):
- (iii) In addition to the Interest, bonus (if any) calculated on the basis of difference of total earnings on the Fund less the amount of interest granted to the subscribers, shall be added to the account of the subscriber.

Provided that when the amount standing to the credit of a subscriber has become payable, interest shall thereupon be credited under this Statute in respect only of the period from the beginning of the current year or from the date of deposit, as the case may be, up to the date on which the amount standing to the credit of the subscriber became payable.

- (3) In this Statute, the date of deposit shall in the case of recoveries from emoluments be deemed to be the first day of the month in which it is recovered.

Provided that where there has been delay in the payment of pay or leave salary and allowances of a subscriber due to no fault on his part and consequently in the recovery of his subscription towards the Fund, the interest on such subscriptions shall be payable from the month in which the pay or leave salary of the subscriber was due under the Statutes, irrespective of the month in which it was actually paid:

Provided further that in the case of an amount forwarded in accordance with the proviso to sub-Statute (2) of Statute 10, the date of deposit shall be deemed to be the first day of the month it is received by the Treasurer:

Provided further that where the emoluments for a month are drawn and disbursed on the last working day of the same month, the date of deposit shall, in the case of recovery of his subscriptions, be deemed to be the first day of the succeeding month.

- (4) In addition to any amount to be paid under Statutes 31, 32 or 33, interest thereon up to the end of the month preceding that in which the payment is made, or up to the end of the sixth month after the month in which such amount, became

payable whichever of these periods be less, shall be payable to the person to whom such amount is to be paid:

Provided that where the Treasurer has intimated to that person (or his agent) a date on which he is prepared to make payment in cash, or has posted a cheque in payment to that person, interest shall be payable only up to the end of the month preceding the date so intimated, or the date of posting the cheque, as the case may be:

NOTE. - Payment of interest on the Fund balance beyond a period of 6 months may be authorized by the Treasurer after he has personally satisfied himself that the delay in payment was occasioned by circumstances beyond the control of the subscriber or the person to whom such payment was to be made, and in every such case the administrative delay involved in the matter shall be fully investigated and action, if any required taken.

- (5) Interest shall not be credited to the account of a subscriber if he informs the Treasurer that he does not wish to receive it; but if he subsequently asks for interest, it shall be credited with effect from the first day of the year in which he asks for it.
- (6) The interest on amounts which under sub-Statute (3) of Statute 10, Statute 31 or Statute 32 are replaced to the credit of the subscriber in the Fund, shall be calculated at such rates as may be successively prescribed under sub-Statute (1) of this Statute and so far as may be in the manner described in this Statute.
- (7) In case a subscriber is found to have drawn from the Fund an amount in excess of the amount standing to his credit on the date of the drawl, the overdrawn amount, irrespective of whether the over drawl occurred in the course of an advance or a withdrawal or the final payment from the Fund, shall be repaid by him with interest thereon in one lump sum or in default, be ordered to be recovered, by deduction in one lump sum, from the emoluments of the subscriber. If the total amount to be recovered is more than half of the subscriber's emoluments, recoveries shall be made in monthly installments from his emoluments till the entire amount together with interest is recovered. For this sub-Statute, the rate of interest to be charged on overdrawn amount would be the normal rate on Provident Fund balance under sub- Statute (1). The interest realized on the overdrawn amount shall be credited to the Fund.

13. Advances from the Fund

- (1) The appropriate sanctioning authority may sanction the payment to any subscriber of an advance consisting of a sum of whole rupees and not exceeding in amount three months' pay or half the amount standing to his credit in the Fund, whichever is less, for one or more of the following purposes: -
 - (a) to pay expenses in connection with the illness, (confinement) or a disability, including where necessary, the travelling expenses of the subscriber and members of his immediate family or parents;
 - (b) to meet cost of higher education, including where necessary, the travelling expenses of the subscriber and members of his immediate family in the following cases, namely: -

- (i) for education outside Pakistan for academic, technical, professional or vocational course beyond the High School stage; and
- (ii) for any medical, engineering or other technical or specialized course in Pakistan beyond the High School stage,

Provided that the course of study is for not less than three years;

- (c) to pay obligatory expenses on a scale appropriate to the subscriber's status which by customary usage the subscriber has to incur in connection with marriages, funerals or other ceremonies;
- (d) to meet the cost of legal proceedings instituted by or against the subscriber, any member of his immediate family, the advance in this case being available in addition to any advance admissible for the same purpose from any other University of Turbat source.
- (e) to meet the cost of the subscriber's defense where he engages a legal practitioner to defend himself in an enquiry in respect of any alleged official misconduct on his part.
- (f) to repair the his/her house with all required documents of land and house.
- (g) to meet the expenses for visiting places which, to the satisfaction of the sanctioning authority, are considered as places of pilgrimage or places of eminence of any religion.

(1-A) The Vice chancellor may, in special circumstances, sanction the payment to any subscriber of an advance if he is satisfied that the subscriber concerned requires the advance for reasons other than those mentioned in sub-Statute (1).

- (2) An advance shall not, except for special reasons to be recorded in writing, be granted to any subscriber in excess of the limit laid down in sub-Statute (1) or until repayment of the last installment of any previous advance.
- (3) When an advance is sanctioned under sub-Statute (2) before repayment of last installment of any previous advance is completed, the balance of any previous advance not recovered shall be added to the advance so sanctioned

and the installments for recovery shall be fixed with reference to the consolidated amount.

- (4) After sanctioning the advance, the amount shall be drawn on an authorization from the Treasurer in case where the application for final payment had been forwarded to the Treasurer under Clause (ii) of sub-Statute (3) of Statute 34.

14. Recovery of Advances

- (1) An advance shall be recovered from the subscriber in such number of equal monthly installments as the sanctioning authority may direct; but such number shall not be less than twelve unless the subscriber so elects and more than twenty-four. In special cases where the amount of advance exceeds three months' pay of the subscriber under sub- Statute (2) of Statute 12, the sanctioning authority may fix such number of installments to be more than twenty-four but in no case more than thirty-six. A subscriber may, at his option, repay more than one installment in a month. Each installment shall be a number of whole rupees, the amount of the advance being raised or reduced, if necessary, to admit of the fixation of such installments.
- (2) Recovery shall be made in the manner prescribed in Statute 10 for the realization of subscriptions, and shall commence with the issue of pay for the month following the one in which the advance was drawn. Recovery shall not be made, except with the subscriber's consent while he is in receipt of subsistence grant or is on leave in a calendar month which either does not carry any leave salary.
- (3) If an advance has been granted to a subscriber and drawn by him and the advance is subsequently disallowed before repayment is completed, the whole or balance of the amount withdrawn shall forthwith be repaid by the subscriber to the Fund, or in default, be ordered by the Treasurer to be recovered by deduction from the emoluments of the subscriber in a lumps sum or in monthly installments not exceeding twelve as may be directed by the authority competent to sanction an advance for the grant of which, special reasons are required under sub-Statute (2) of Statute 12:

Provided that, before such advance is disallowed, the subscriber shall be given an opportunity to explain to the sanctioning authority in writing and within f fifteen days of the receipt of the communication why the repayment shall not be enforced and if an explanation is submitted by the

subscriber within the said period of fifteen days, it shall be referred to the Vice Chancellor for decision; and if no explanation within the said period is submitted by him, the repayment of the advance shall be enforced in the manner prescribed in this sub-Statute.

- (4) Recoveries made under this Statute shall be credited as they are made to the subscriber's account in the Fund.

15. Wrongful use of Advances

Notwithstanding anything contained in these Statutes, if the sanctioning authority has reason to doubt that money drawn as an advance from the Fund under Statute 12 has been utilized for a purpose other than that for which sanction was given to the withdrawal of the money, he shall communicate to the subscriber the reasons for his doubt and require him to explain in writing and within fifteen days of the receipt of such communication whether the advance has been utilized for the purpose for which sanction was given to the withdrawal of the money. If the sanctioning authority is not satisfied with the explanation furnished by the subscriber within the said period of fifteen days, the sanctioning authority shall direct the subscriber to repay the amount in question to the Fund forthwith or, in default, order the amount to be recovered by deduction in one lump sum from the emoluments of the subscriber even if he be on leave. If, however, the total amount to be repaid be more than half the subscriber's emoluments, recoveries shall be made in monthly installments of moieties of his emoluments till the entire amount is repaid by him.

NOTE. -- The term "emoluments" in the Statute includes the subsistence grant.

16. Withdrawals from the Fund (for special reasons)

- (1) Subject to the conditions specified therein, withdrawals may be sanctioned by the authorities competent to sanction an advance for special reasons under sub-Statute (2) of Statute 12, at any time.
- (A) after the completion of fifteen years of regular service of a subscriber or within ten years before the date of his retirement on superannuation, whichever is earlier, from the amount standing to his credit in the Fund, for one or more of the following purposes with required documents, namely:
- (a) meeting the cost of higher education, including where necessary, the travelling expenses of the subscriber or any child of the subscriber in the following cases, namely: -
- (i) for education outside Pakistan for academic, technical,

professional or vocational course beyond the High School stage; and

- (ii) for any medical, engineering or other technical or specialized course in Pakistan beyond the High School stage;
- (b) meeting the expenditure in connection with the marriage of the subscriber or his sons or his daughters;
- (c) meeting the expenses in connection with the illness, including where necessary, the travelling expenses of the subscriber and members of his immediate family;
- (d) building or acquiring a suitable house or ready-built flat for his residence including the cost of the site [or any payment towards allotment of a plot or flat by any Housing Development Authority, State Housing Board or a House Building Society, Housing Society approved by government];
- (e) repaying an outstanding amount on account of loan expressly taken for building or acquiring a suitable house or ready-built flat for his residence;
- (f) purchasing a house-site for building a house thereon for his residence or repaying any outstanding amount on account of loan expressly taken for this purpose;
- (g) reconstructing or making additions or alterations to a house or a flat already owned or acquired by a subscriber;
- (h) renovating, additions or alterations or upkeep of an ancestral house or a house built with the assistance of loan from University of Turbat;
- (i) within twelve months before the date of subscriber's retirement on superannuation from the amount standing to the credit in the Fund, without linking to any purpose.
- (j) Once during the course of a financial year, an amount equivalent to one year's subscription paid for by the subscriber towards the Staff Welfare and Insurance Fund for the University of Turbat employees on self-financing and contributory basis.

NOTE 1. Only one withdrawal shall be allowed for the same purpose under this Statute. But marriage or education of different children or illness on different occasions or a further addition or alteration to a house or flat covered by a fresh plan duly approved by the Local Municipal Body of the area where the house or flat is situated shall not be treated as the same purpose. Withdrawal for meeting the cost of education of a child may be allowed on annual basis till

the concerned child continues to pursue the technical or professional course.

NOTE 2. A withdrawal under this Statute shall not be sanctioned if an advance under Statute 12 is being sanctioned for the same purpose and at the same time.

- (2) Whenever a subscriber is in a position to satisfy the Competent Authority about the amount standing to his credit in the General Provident Fund Account with reference to the latest available statement of General Provident Fund Account together with the evidence of subsequent contribution, the Competent Authority may itself sanction withdrawal within the prescribed limits, as in the case of a refundable advance. In doing so, the Competent Authority shall take into account any withdrawal or refundable advance already sanctioned by it in favour of the subscriber. Where, however, the subscriber is not in a position to satisfy the Competent Authority about the amount standing to his credit or where there is any doubt about the admissibility of the withdrawal applied for, a reference may be made to the Treasurer by the Competent Authority for ascertaining the amount standing to the credit of the subscriber with a view to enable the Competent Authority to determine the admissibility of the amount of withdrawal. The sanction for the withdrawal should prominently indicate the General Provident Fund Account Number and the Treasurer maintaining the accounts and a copy of the sanction should invariably be endorsed to the Treasurer. The sanctioning authority shall be responsible to ensure that an acknowledgement is obtained from the Treasurer that the sanction for withdrawal has been noted in the ledger account of the subscriber. In case the Accounts Officer reports that the withdrawal as sanctioned is in excess of the amount to the credit of the subscriber shall forthwith be repaid in one lump sum* by the subscriber or otherwise inadmissible, the sum withdrawn by the subscriber to the fund and in default of such repayment, it shall be ordered by the Sanctioning Authority to be recovered from his emoluments either in a lump sum or in such number of monthly installments as may be determined by the Vice Chancellor.
- (3) After sanctioning the withdrawal, the amount shall be drawn on an authorization from the Treasurer in cases where the application for final payment had been forwarded to the Treasurer under Clause (ii) of sub-Statute (3) of Statute 34.

17. Conditions for Withdrawal

- (1) Any sum withdrawn by a subscriber at any one time for one or more of the purposes specified in Statute 15 from the amount standing to his credit in the Fund shall not ordinarily exceed one-half of such amount or six months' pay, whichever is less.

Provided that the sanctioning authority may sanction the withdrawal of an amount in excess of this limit up to 80 % of the balance at his credit in the Fund having due regard to (i) the object for which the withdrawal is being made, (ii) the status of the subscriber, and (iii) the amount to his credit in the Fund.

- (2) A subscriber who has been permitted to withdraw money from the Fund under Statute 15 shall satisfy the sanctioning authority within a reasonable period as may be specified by that authority that the money has been utilized for the purpose for which it was withdrawn, and if he fails to do so, the whole of the sum so withdrawn or so much thereof as has not been applied for the purpose for which it was withdrawn shall forthwith be repaid in one lump sum by the subscriber to the Fund and in default of such payment, it shall be ordered by the sanctioning authority to be recovered from his emoluments either in a lump sum or in such number of monthly installments, as may be determined by the Vice Chancellor.

Provided that, before repayment of a withdrawal is enforced under this sub-Statute, the subscriber shall be given an opportunity to explain in writing and within fifteen days of the receipt of the communication why the repayment shall not be enforced; and if the sanctioning authority is not satisfied with the explanation or no explanation is submitted by the subscriber within the said period of fifteen days, the sanctioning authority shall enforce the repayment in the manner prescribed in this sub Statute.

- (3) The subscriber shall submit a declaration not later than the 31st day of May of every year as to whether the house or the house-site, as the case may be, continues to be in his possession or has been mortgaged, otherwise transferred or let out as aforesaid and shall, if so required, produce before the sanctioning authority on or before the date specified by that authority in that behalf, the original sale, mortgage or lease deed and also the documents on which his title to the property is based.
- (4) If, at any time before his retirement, the subscriber parts with the possession of the house or house-site without obtaining the previous permission of the Vice Chancellor, he shall forthwith repay the sum so withdrawn by him in a lump sum to the Fund, and in default of such repayment, the sanctioning authority shall, after giving the subscriber a reasonable opportunity of making a representation in the matter, cause the said sum to be recovered from the

emoluments of the subscriber either in a lump sum or in such number of monthly installments, as may be determined by it.

NOTE. A subscriber who has taken loan from University of Turbat in lieu thereof mortgaged the house or house-site to the University of Turbat shall be required to furnish the declaration to the following effect, namely: -

"I do hereby certify that the house or house-site for the construction of which or for the acquisition of which I have taken a final withdrawal from the Provident Fund continues to be in my possession but stands mortgaged to University of Turbat."

18. Conversion of an Advance into a Withdrawal

A subscriber who has already drawn or may draw in future an advance under Statute 12 for any of the purposes specified in sub-Statute (1) of Statute 15 may convert, at his discretion by written request addressed to the Treasurer through the sanctioning authority, the balance outstanding against it into a final withdrawal on his satisfying the conditions laid down in Statutes 15 and 16.

NOTE 1. The Head of Office in the case of non-Gazetted subscribers and the Registrar in the case of Gazetted subscribers may be asked by the authority to stop recoveries from the pay bills when the application for such conversion is forwarded to the Treasurer by that authority. In the case of Gazetted subscribers, the authority shall endorse a copy of the letter forwarding the subscriber's intimation to the Treasury Officer from where he draws his pay in order to permit stoppage of further recoveries.

NOTE 2. For the purposes of sub-Statute (1) of Statute 16, the amount or subscription with interest thereon standing to the credit of the subscriber in the account at the time of conversion *plus* the outstanding amount of advance shall be taken as the balance. Each withdrawal shall be treated as a separate one and the same principle shall apply in the event of more than one conversion.

19. Final Withdrawal of Accumulations in the Fund

When a subscriber quits the service, the amount standing to his credit in the Fund shall become payable to him:

Provided, that a subscriber, who has been dismissed from the service and is subsequently reinstated in the service shall, if required to do so by the University of Turbat, repay any amount paid to him from the Fund in pursuance of this Statute,

with interest thereon at the rate provided in Statute 11. The amount so repaid shall be credited to his account in the Fund.

EXPLANATION I. A subscriber who is granted refused leave shall be deemed to have quit the service from the date of compulsory retirement or on the expiry of an extension of service.

EXPLANATION II. A subscriber, other than one who is appointed on contract or one who has retired from service and is subsequently reemployed, with or without a break in service, shall not be deemed to have quit the service, when he is transferred without any break in service to a new post. In such case, his subscriptions together with interest thereon shall be transferred-

- (a) to his account in the other Fund in accordance with the Statutes of that Fund, if the new post is in another institution out of University of Turbat, or
- (b) to a new account if the new post is under University of Turbat.

NOTE. Transfers shall include cases of resignation from service in order to take up appointment in University of Turbat or in other institution outside the University of Turbat without any break and with proper permission of the University of Turbat. In cases where there has been a break in service, it shall be limited to the joining time allowed on transfer to a different station. The same shall hold good in cases of retrenchments followed by immediate employment whether under the same or different department of University of Turbat.

20. Retirement of Subscriber -When a subscriber: -

- (a) has proceeded on leave preparatory to retirement or
- (b) while on leave, has been permitted to retire or been declared by a competent medical authority to be unfit for further service, the amount standing to his credit in the Fund shall, upon application made by him in that behalf to the Treasurer, become payable to the subscriber:

Provided that the subscriber, if he returns to duty, shall, except where the University of Turbat decides otherwise, repay to the Fund for credit to his account, the amount paid to him from the Fund in pursuance of this Statute with interest thereon at the rate provided in Statute 11 by recovery from his emoluments or otherwise, as may be directed by the authority competent

to sanction an advance for the grant of which, special reasons are required under sub-Statute (2) of Statute 12.

21. Procedure on Death of a Subscriber

- (1) On the death of a subscriber before the amount standing to his credit has become payable, or where the amount has become payable, before payment has been made:
- (2) When the subscriber leaves a family-
 - (a) if a nomination made by the subscriber in accordance with the provisions of Statute 5 in favour of a member or members of his family subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates shall become payable to his nominee or nominees in the proportion specified in the nomination;
 - (b) if no such nomination in favour of a member or members of the family of the subscriber subsists, or if such nomination relates only to a part of the amount standing to his credit in the Fund, the whole amount or the part thereof to which the nomination does not relate, as the case may be, shall, notwithstanding any nomination purporting to be in favour of any person or persons other than a member or members of his family, become payable to the members of his family in equal shares:

Provided that no share shall be payable to the sane and medically fit -

 - (i) *sons who have attained the age of 25 years;*
 - (ii) *married daughters whose husbands are alive;*
- (3) When the subscriber leaves no family, if a nomination made by him in accordance with the provisions of Statute 5 in favour of any person or persons subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates, shall become payable to his nominee or nominees in the proportion specified in the nomination.
- (4) any amount pending unclaimed in the account of the subscriber for a period of two years from the date of death of the subscriber shall be credited to Staff Welfare and Insurance Fund of the employees of University of Turbat.

22. Manner of Payment of Amount in the Fund

- (i) When the amount standing to the credit of a subscriber in the Fund becomes payable, it shall be the duty of the Treasurer to make payment as provided in sub-Statute (3).
- (ii) The Head of Office/Department/Section shall forward the details of the subscriber retiring or quitting service to the Treasurer on the prescribed form at least three months before retirement of the subscriber.
- (iii) The Treasurer shall, after verification with the ledger account, issue an authority for the amount payable to the subscriber at least a month before the date of superannuation or retirement as the case may be.

23. Procedure on Transfer to University of Turbat Service of a Person from the Service Under a Government or an Autonomous Organization/ Sister Institution.

If a University of Turbat employee admitted to the benefit of the Fund was previously a subscriber to any Provident Fund of a Government or an Autonomous Organization, the amount of his subscriptions and the employer's contribution, if any, together with the interest thereon shall be transferred to his credit in the Fund with the consent of the subscriber.

24. Transfer of amount to the Contributory Provident Fund

If a subscriber to the Fund is subsequently admitted to the benefits of the Contributory Provident Fund the amount of his subscriptions, together with interest thereon, shall be transferred to the credit of his account in the Contributory Provident Fund.

24. Annual Statement of Accounts to be Supplied to Subscriber -1

- (1) As soon as possible after the 30th September of each year, the Treasurer shall send to each subscriber a statement of his account in the Fund showing the opening balance as on the 30th June of the year, the total amount credited or debited during the year, the total amount of interest credited as on the 30th June of the year and the closing balance on that date. The Treasurer shall attach to the statement of accounts an enquiry whether the subscriber-
 - (a) desires to make any alteration in any nomination made under Statute 5;
 - (b) has acquired a family in cases where the subscriber has made co nomination in favour of a member of his family under the proviso to sub-Statute (1) of Statute

- (2) Subscribers should satisfy themselves as to the correctness of the annual statement and errors should be brought to the notice of the Treasurer within three months from the date of the receipt of the statement.
- (3) The Treasurer shall, if required by a subscriber once, but not more than once, in a year inform the subscriber of the total amount standing to his credit in the Fund at the end of the last month for which his account has been written up.

25. Removal of Difficulty (ies) or Relaxation of Statutes

When the Syndicate, on the recommendation of recommendation of University Finance and Planning Committee, is satisfied that the operation of any of these Statutes causes or is likely to cause undue hardship to a subscriber, it may, notwithstanding anything contained in these Statutes, deal with the case of such subscriber in such manner as may appear to the Syndicate to be just and equitable.

26. Interpretation

If any question arises relating to the interpretation of these Statutes, it shall be referred to the anomaly committee to be constituted by the Syndicate. The decision of the Syndicate on the recommendation of the Anomaly committee shall be final.
