

**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
CABINET DIVISION**

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No. F. 2/43/2015-CPC

Islamabad, the 18<sup>th</sup> September, 2015

**OFFICE MEMORANDUM**

Subject:- **RULES / POLICY FOR MONETIZATION OF TRANSPORT FACILITY FOR CIVIL SERVANTS (BS-20 TO BS-22)**

The undersigned is directed to refer the Cabinet Division's O. M. No. 6/7/2011-CPC dated 11-06-2012 on the above subject and to state that the matter has been reconsidered in consultation with the Finance Division and it has been decided to modify the clarifications under Para-2 of the Cabinet Division on above referred O. M. as under:-

Following categories will be allowed Monetization of Transport Facility:-

- i. Civil servants in BS-20 who are appointed on acting charge basis after due process on the recommendations of the Selection Board and approval of the Prime Minister or Competent Authority of the post and not through local arrangements.
- ii. Civil servants in BS-19 or above, who have been appointed in BS-20 or higher post under Section-10, of the Civil Servants Act 1973 and are qualified in terms of following conditions:-
  - a) They are appointed against higher post by the authority competent to make appointment on these posts.
  - b) They are fully qualified in every respect for appointment to the higher posts.
  - c) They discharge all the duties and responsibilities of the higher posts independently and have severed all connections with the lower posts.
  - d) Pay of Higher post will be given with the concurrence of the Finance Division.

**(Muhammad Khalil)**  
Section Officer (CPC)  
Ph. # 9207182

**All Federal Secretaries/  
Additional Secretaries Incharge of the Ministries/Divisions.**

Copy to:

- i) Mr. Abdul Ghaffar Khan, Section Officer (R-V), Finance Division, with reference to O. M. No. 3(2)R-5/2012-390 dated 7th September, 2015.
- ii) Mr. Sohail Babar Warriach, S.O (General), Establishment Division, Islamabad with request to dispose of the case referred to Cabinet Division vide U. O. No. 4/60/2011-12-Gen dated 29-05-2015 in the light of above clarifications.

and the vehicle is fit for duty in all respects. The results of his inspection shall be recorded in a bound register in the following proforma:-

Date of Inspection	Name of the Officer-in-Charge who carried out the inspection	Remarks by the Officer-in-Charge	Initials of the Officer-in-Charge
1	2	3	4

24. **Categories of Staff Cars and their Entitlement for use:-** (1) Staff cars for government use may be categorized as under:-

- a Small Cars Up to engine power not exceeding 1300 CC.
- b Medium Cars Cars with an engine power ranging from over 1300 CC to 1600 CC.
- c Big Cars Engine power exceeding 1600 CC.
- d All cars earmarked for foreign dignitaries and Federal / Provincial Ministers, Hon 'able Judges of Supreme Court and Chief Justices of the High Court will be air conditioned. (Add. vide No. 12/65/81-CS, dated 4<sup>th</sup> August, 1983)

(2) The Prime Minister of Pakistan has been pleased to approve the following revised entitlement of staff cars:-

- a. Federal Ministers/Ministers of State/Advisors/ Special Assistants to the Prime Minister with status of Minister/Minister of State. 1800 CC  
"Provided that the protected vehicle shall be allocated to a vulnerable dignitary subject to availability and approval of the Prime Minister. However, Secretary, Cabinet Division may allow expenses on maintenance, repair and POL of any vehicle from the budget of Cabinet Division, Foreign Office or any other Division, which he may approve; provided that the vehicle was bought by a Government Authority / Ministry / Division and was used by anyone, after due authorization, whose assigned work falls within the ambit of that Division".
- b. Secretaries General/Secretary/Parliamentary Secretaries and Officers equivalent to BPS-22. 1300 CC
- c. Additional Secretaries/Senior Joint Secretaries/ Officers in BPS-21/20 and equivalent. 1000 CC

(3) The Senior government functionaries holding Staff Car with engine capacity above the entitlement will continue to use the existing vehicles till they are due for replacement as per rules subject to the condition that the vehicle is of older model than 2003.

(4) The Prime Minister has further been pleased to approve the responsibility of providing Staff Cars to various government functionaries as indicated below:-

- a. Federal Minister / Minister of State Respective Ministry

- b. Advisors to the Prime Minister/ Respective Ministry  
Parliamentary Secretaries allocated a  
portfolio.
- c. Advisors/Special Assistants to the Prime Minister  
Cabinet Division  
Minister without portfolio.

(5) The petrol/CNG ceiling of entitled officers are as under :-