

MINUTES SHEET

Sheet No. _____

MINUTES

Accounts & Finance Department

Subject: **Amendments in Financial Assistance Policy**

1. Employee benefits play a vital role in the growth of an organization. On the basis of this concept LGU was giving a benefit to its employees in the form of education for employee and their children. This facility had nominal financial impact on LGU budget but had a major impact to retain employees and help to reduce the turnover. But from the last few years LGU has stopped this facility after the letter from HQ 4 Corps. On later stage 1st child at LGES level approved but now as per your instructions LGU employee's children at LGU may also be given the same benefit. Put up for your approval. Snap shot of old policy para 4 is as under:

4. Category-IV LGU and LGES Employees

4.1. Fee Concession for Employees Wards

Employee's wards mean employee itself, children and wife/husband of employee and concession is applicable as per the following procedure:

4.1.1. For Employees Children:

1st Child ----- 100% Tuition Fee Exempt

2nd Child ----- As per own category

3rd Child ----- Full Fee as per Civilian Category

4.1.2. For Employee and Employee Wife/Husband

LGU Employee ----- 75% Tuition Fee Exempt (w.e.f. Fall-2014)

LGES Employee ----- 50% Tuition Fee Exempt

(Note: Condition of Wife/Husband is not applicable on LGES Employees)

2. Above category-IV of our Financial Assistance Policy is being discontinued on the basis of following ltr:

Ltr Ref: HQ 4 corps 156/5/H/GS (Edn) dated 11 Jul 2016

c. Fee Concession to Wards of LGES/LGU Emps

Fee concession being given by LGES/LGU to the wards of LGU/LGES to be discontinued with imed eff

3. Afterword the policy has been reapproved only for LGU employees children who are studying in LGES only but not for those who are studying in LGU. Crux of the reapproved policy (Ref: Notification No. 30 dated 23 Jul 2018) is as under:

For Employees Children who are studying in LGES:

1st Child ----- 75% of Tuition Fee will be refunded by LGU

2nd Child ----- 50% of Tuition Fee will be refunded by LGU

4. As mentioned above this approved policy has some flaws in his functionality feature e.g. not covering employees children studying in LGU. Now revised policy as desired by management is formulated as under for approval, please:

Category-IV LGU Employees

4.1. Fee Concession for Employees Wards

Employee's wards mean employee itself, children and wife/husband of employee and concession is applicable as per the following procedure:

4.1.1. For Employees Children who are studying in LGES:

1st Child ----- 75% of Tuition Fee will be refunded by LGU

2nd Child ----- 50% of Tuition Fee will be refunded by LGU

4.1.2. For Employees Children who are studying in LGU:

1st Child ----- As per Defence Category (1-SF)

(Note: Conditions of Notification No. 30 Dated 23 Jul 2018 are also applicable on para 4.1.1 and 4.1.2)

4.1.3. For Employee and Employee Wife/Husband

LGU Employee ----- 75% Tuition Fee Exempt

(Note: Employee and his wife or her husband but at same time both are not allowed and 2 years of service is prerequisite to avail this facility)

It is submitted for your perusal approval, please.

Treasurer

___ Mar, 19

Registrar

