



PUNJAB STATE TRANSMISSION CORPORATION LIMITED

(Regd. Office: PSEB Head Office, The Mall, Patiala-147001)

Corporate Identity Number: U40109PB2010SGC033814

O/o Chief Financial Officer (A&R, Compilation Section), Shakti Sadan, Patiala

www.pstcl.org e-mail: ao-comp@pstcl.org Tel./Fax No. 0175-2203637

Accounts Circular No. 5/2017/PSTCL

To

All Addl. SEs/Sr. Xens/AOs (All Accounting Units)
under PSTCL

Memo No. 1349-96/CFO/A&R-155

Dated: 27.04.2017

Subject: Provision of bonus payable for the FY 2016-17 under the Payment of Bonus Act, 1965 in March Annual Adjustment Account 2017.

It has been decided that a provision of bonus payable for FY 2016-17 is to be made in March Annual Adjustment Account 2017. **However the instructions regarding payment will be issued later on separately during FY 2017-18** as and when the necessary administrative instructions are issued by HR Section on the pattern of PSPCL.

A provision in the March Annual Adjustment Account 2017 should be made keeping in view the following conditions:

The provision of bonus payable for the year 2016-17 under Payment of Bonus Act, 1965 in respect of all PSTCL employees shall be made at the rate of 8.33% of the wages or salary earned by them during the year FY 2016-17. The provision of bonus shall be made only in respect of those employees of PSTCL whose salary or wages does not exceed Rs. 21000/- PM. For calculation purpose where the salary or wages of an employee exceeds rupees seven thousand, it shall be taken Rs. 7000/- or the minimum wage notified for his category as per Labour Commissioner, Government of Punjab notification ST/23879 dated 4.10.2016 (Table No. 1), whichever is higher (even if the employee is drawing upto Rs. 21000/- PM).

Minimum wages during the year 2016-17 for scheduled employment under the Minimum Wages Act, 1948, were prescribed as per notification ST/23879 dated 4.10.2016 issued by Labour Commissioner Punjab are as under:-

Category	Monthly Minimum wages for 1.3.2016 to 31.8.2016 (Rs.)	Monthly Minimum wages for 1.9.2016 to 28.2.17 (Rs.)
Un-Skilled	7210.52	7458.56
Semi-Skilled	7990.52	8238.56
Skilled	8887.52	9135.56
Highly Skilled	9919.52	10167.56

The provision of bonus payable should be booked through following JV:

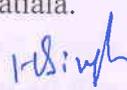
Debit (Dr.)	Bonus Account (Regular/Work charged/Daily Labour staff)	GH 75.5 (75.510/75.520)
Credit (Cr.)	Bonus Payable Account	GH 44.320

Apart from the above, in many cases, emoluments of the employees may exceed Rs. 21000/- P.M. (i.e. the ceiling limit of emoluments for eligibility to bonus) as a result of revision of pay scale, grant of proficiency step ups/compensatory increments/devised time bound promotional scales (if any) etc. which might not have been given effect in the service records so far. The Drawing and Disbursing Officer should particularly take note of these developments for working out the admissibility of bonus in such cases to avoid complications arising out of recoveries of bonus at a later stage. The performa for calculation of bonus amount is also enclosed.

Further, field offices are advised to refer Government of Punjab, Department of Labour (Labour Branch) Notification dated 15.11.2012 for determination of particular post/employee of un-skilled, semi-skilled, skilled or highly skilled category, which may be downloaded from the internet (if required).

This issues with the approval of Director/F&C, PSTCL, Patiala.

DA: Performa

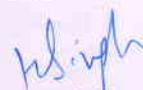

Accounts Officer/A&R,
PSTCL, Patiala.

Endst. No. 1397-1431/CFO/A&R-155

Dated: 27.04.2017

Copy of the above is forwarded to the following for information and further necessary action please:

1. Er.-in-Chief/TS, PSTCL, Patiala.
2. Chief Engineer/P&M, PSTCL, Ludhiana.
3. Chief Engineer/SLDC, PSTCL, Patiala.
4. Chief Engineer/HIS&D, PSTCL Patiala.
5. Chief Financial Officer, PSPCL/PSTCL, Patiala.
6. Financial Advisor, PSTCL, Patiala.
7. Chief Auditor, PSTCL, Patiala.
8. Company Secretary, PSTCL, Patiala.
9. Dy. CAO/A&R, PSPCL, Patiala.
10. Dy. CE/SE/HR & Admn., PSTCL, Patiala.
11. All other Dy.CEs/SEs under PSTCL .
12. All Dy. CAOs / Dy. CAs / Dy. FAs under PSTCL.
13. All AOs under P & M Circles.
14. AO/WAD, PSPCL/PSTCL, Patiala.
15. RAO, PSTCL, Patiala.
16. SE/IT, PSTCL, Patiala for placing the circular on website of PSTCL.


Accounts Officer/A&R,
PSTCL, Patiala.

CC:

1. Sr. PS to Director/F&C, PSTCL, Patiala for kind information of Director/F&C, please.
2. Sr. PS to Director/Admn., PSTCL, Patiala for kind information of Director/Admn., please.
3. Dy. Secy. to Director/Technical, PSTCL, Patiala for kind information of Director/Technical, please.

Punjab State Transmission Corporation Limited

Name of Office:

Name of Employee and Designation:

Year:

Month/ Year	Salary/Wages for eligibility criteria of Rs. 21000/- PM				Salary/Wages for calculation of payment of Bonus			No. of Days	Emoluments for Bonus (as per Col. 8) (amount be proportionately taken if actual no. of days are less than total days of the month)
	Basic Pay	Grade Pay	DA	Total	Actual total salary per month maximum upto Rs. 7000/-	Minimum wages as per Labour Commissio- ner, Punjab, Notification ST/23879 dated 04.10.2016	Higher of Col. (6) and Col.(7)		
1	2	3	4	5	6	7	8	9	10
Mar. 2016									
Apr. 2016									
May 2016									
June 2016									
July 2016									
Aug. 2016									
Sep. 2016									
Oct. 2016									
Nov. 2016									
Dec. 2016									
Jan. 2017									
Feb. 2017									
Total									

Bonus Payable @8.33% of as per section 10 and 11 of Payment of Bonus Act =
(Total of Column No. 10 X 8.33%)

Note:

- (i) As per the terms of offer of appointment to newly appointed employees/officers, they are only entitled to fixed emoluments and no other allowance/increment/grade pay etc. (except TA) shall be admissible, so bonus to such class of employees is not admissible.
- (ii) Bonus is not admissible to retirees hired on contract as they are also drawing pension along-with fixed salary for contract period and sum of pension and contract salary always exceed the prescribed limit of wages under Payment of Bonus Act, 1965 of such retirees.
- (iii) Field offices are advised to refer Government of Punjab, Department of Labour (Labour Branch) Notification dated 15.11.2012 for determination of particular post/employee of un-skilled, semi-skilled, skilled or highly skilled category.