



**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](http://www.pstcl.org) e-mail: [ao-comp@pstcl.org](mailto:ao-comp@pstcl.org) Tel./Fax No. 0175-2203637

Accounts Circular No. 3/2017/PSTCL

To

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

Memo No. 677-724/CFO/A&R-155

Dated: 21.03.2017

**Subject: Payment of Bonus for the year 2015-16 under the Payment of Bonus Act, 1965**

The Punjab State Transmission Corporation Limited vide its office order No. 117/Gen-622 dated 22.02.2017 and 169/Gen-622 dated 17.03.2017 has sanctioned the payment of bonus for the year 2015-16 under the Payment of Bonus Act 1965 to its employees by adopting the O/o no. 71/BD-636 dated 14.10.2016 and O/o no. 74/BD-636 dated 21.11.2016 issued by Company Secy. PSPCL. As per these orders the payment of bonus to all PSTCL employees is admissible as under:

The payment of bonus for the year 2015-16 under Payment of Bonus Act, 1965 to all PSTCL employees shall be made at the rate of 8.33% of the wages or salary earned by them during the year 2015-16. The bonus is admissible only to 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 2015-16 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 1.3.2015 to 31.8.2015 (Rs.)	Monthly Minimum wages for 1.9.2015 to 29.2.16 (Rs.)
Un-Skilled	6853.15	6935.62
Semi-Skilled	7633.15	7715.62
Skilled	8530.15	8612.62
Highly Skilled	9562.15	9644.62

As per provisions of the Act, the payment of bonus for the year 2015-16 was required to be made on or before 30.11.2016 but the decision has been taken now by the PSTCL. Therefore, the payment of bonus should be made positively on or before March 2017 after getting the drawing limit enhanced by each DDO.

The expenditure in this regard should be booked to GH 83.5 – Employee Benefit expenses relating to previous years. Further in case any amount remains unpaid as on 31.03.2017 under exceptional circumstances then a provision should be made in the

March 2017 account through JV by debiting GH 83.5 – Employee Benefit expenses relating to previous years per contra credit to GH 44.220 – Unpaid Bonus.

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

*H.Singh*  
21/03/17  
Accounts Officer/A&R,  
PSTCL, Patiala.

Endst. No. 725-59/CFO/A&R-155

Dated: 21.03.2017

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 w.r.t. his office order no. 169/Gen-622 dated 17.03.2017.
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.

*H.Singh*  
21/03/17  
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.

**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 Commissioner, 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. 2015									
Apr. 2015									
May 2015									
June 2015									
July 2015									
Aug. 2015									
Sep. 2015									
Oct. 2015									
Nov. 2015									
Dec. 2015									
Jan. 2016									
Feb. 2016									
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.