



# 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 Section), Shakti Sadan, Patiala

www.pstcl.org e-mail: ao-comp@pstcl.org Fax No. 0175-2970587

Accounts Circular No. 1/2020/PSTCL

To

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

Memo No. 290-335/CFO/A&R-155

Dated: 18.03.2020

**Subject: Provision of Bonus payable for the FY 2019-20 under the Payment of Bonus Act, 1965 in March Annual Adjustment Account 2020.**

A provision is to be made in March Annual Adjustment Account 2020 for the bonus payable for FY 2019-20. **However, the instructions regarding payment will be issued separately later on.**

Provision should be made keeping in view the following conditions:

The provision of bonus for the year 2019-20 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 2019-20, 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/27067 dated 04.11.2019 (Table No. 1), whichever is higher (even if the employee is drawing upto Rs. 21000/- PM).

The minimum wages during the year 2019-20 for scheduled employment under the Minimum Wages Act, 1948, prescribed as per notification ST/27067 dated 04.11.2019 issued by Labour Commissioner Punjab are as under:-

<b>Category</b>	<b>Monthly Minimum wages for 1.3.2019 to 31.8.2019 (Rs.)</b>	<b>Monthly Minimum wages for 1.9.2019 to 28.2.2020 (Rs.)</b>
Un-Skilled	8451.95	8776.83
Semi-Skilled	9231.95	9556.83
Skilled	10128.95	10453.83
Highly Skilled	11160.95	11485.83

**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 competent authority.

Harminder Singh

DA: Performa

Accounts Officer/A&R,  
PSTCL, Patiala.

Endst. No. 336-79/CFO/A&R-155

Dated: 18.03.2020

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

1. Chief Engineer/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 Accounts Officer (Finance & Audit), PSTCL, Patiala.
6. Company Secretary, PSTCL, Patiala.
7. Dy. CE/HR & Admn., PSTCL, Patiala.
8. All other Dy.CEs/SEs under PSTCL .
9. All Dy. CAOs /Dy. CAs /Dy. FAs under PSTCL.
10. All AOs under PSTCL (except DDOs).
11. RAO, PSTCL, Patiala.

Harminder Singh

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. Dy. Secy. to Director/Admn., PSTCL, Patiala for kind information of Director/Admn., please.
3. Sr. PS 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. 9) (amount be proportionately taken if actual no. of days are less than total days of the month)
	Basic Pay	Grade Pay	IR	DA	Total	Actual total salary per month maximum upto Rs. 7000/-	Minimum wages as per Labour Commis- sioner, Punjab, Notification ST/27067 dated 04.11.2019	Higher of Col. (7) and Col.(8)		
1	2	3	4	5	6	7	8	9	10	11
Mar. 2019										
Apr. 2019										
May 2019										
June 2019										
July 2019										
Aug 2019										
Sep. 2019										
Oct. 2019										
Nov 2019										
Dec. 2019										
Jan. 2020										
Feb. 2020										
Total										

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