



GOVERNMENT OF THE PUNJAB
PUNJAB ENFORCEMENT AND REGULATORY AUTHORITY

Lahore, Dated the May , 2025

NOTIFICATION

THE PUNJAB ENFORCEMENT AND REGULATORY AUTHORITY (EFFICIENCY & DISCIPLINE) REGULATIONS, 2025

No.xxxxxxx (Director Admin).- In exercise of the powers conferred under section 79 read with sec 11 (2), of the Punjab Enforcement and Regulation Act 2024 and rule 3 of the Punjab Enforcement and Regulatory Authority Rules, 2024, the Authority is pleased to make the following Regulations:

1. Short title and Commencement. - (1) These Regulations may be cited as the Punjab Enforcement and Regulatory Authority (Efficiency & Discipline) Regulations, 2025.

(2) These Regulations shall come into force at once.

2. Definitions. - (1) In the Regulations, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:

- a. "Accused" means a PERA employee against whom disciplinary action is initiated.
- b. "Appellate Authority" means the authority designated to hear and decide appeals against penalties imposed under these regulations as per Schedule-I.
- c. "Competent Authority" refers to the authority designated to impose penalties under these regulations as per Schedule-I.
- d. "Corruption" means as defined the Punjab Employees Efficiency, Discipline and Accountability Act 2006 and as amended from time to time.
- e. "Departmental Inquiry" refers to a formal process involving the framing of charges, written defense, examination of evidence, and submission of findings by an appointed Inquiry Officer or Inquiry Committee.
- f. "Inefficiency" means as defined the Punjab Employees Efficiency, Discipline and Accountability Act 2006 and as amended from time to time.

- g. “Misconduct” means as defined the Punjab Employees Efficiency, Discipline and Accountability Act 2006 and as amended from time to time.
- h. “Summary Inquiry” refers to a swift, informal inquiry conducted for minor offences where immediate action is deemed appropriate.

3. Grounds for Proceedings - An employee shall be liable to be proceeded against under these Regulations, if he is—

- i. inefficient or has ceased to be efficient for any reason; or
- ii. guilty of misconduct; or
- iii. guilty of corruption or is reasonably considered to be corrupt because-
 - a. he is or any of his dependents or any other person through him or on his behalf is, in possession (for which he can not reasonably account) of pecuniary resources of property disproportionate to his known sources of income; or
 - b. he has assumed a style of living beyond his ostensible means; or
- iv. engaged or is reasonably believed to be engaged in subversive activities, and his retention in service is prejudicial to national security, or is guilty of disclosure of official secrets to any unauthorized person.

4. Penalties – (1) The competent authority may, by an order in writing, impose one or more of the following penalties, namely:-

(a) Minor penalties—

- (i) censure;
 - (ii) confinement of sergeants and senior sergeants for 15 days to Quarter Guards;
 - (iii) withholding of increment or increments, for a specific period, subject to a maximum of five years;
 - (iv) fine not exceeding basic pay of one month;
 - (v) reduction to a lower stage or stages in pay scale, subject to a maximum of five stages;
- and
- (vi) withholding of promotion for a specific period, subject to a maximum of five years; provided that this period shall be counted from the date when a person junior to the accused is considered for promotion and is promoted on regular basis for the first time;

(b) Major penalties–

(i) recovery from pay, pension or any other amount payable to the accused, the whole or a part of any pecuniary loss caused to the Government or the organization in which he was employed, and if the amount due from any such person cannot be wholly recovered from the pay, pension or any other amount payable to him, such amount shall be recovered under the law for the time being in force;

(ii) reduction to a lower post and pay scale from the substantive or regular post for a specific period subject to a maximum of five years;

(iii) forfeiture of past service for a specific period subject to a maximum of five years;

(iv) compulsory retirement;

(v) removal from service; and

(vi) dismissal from service; and

(c) Penalties after retirement–

(i) withholding of pension or any part thereof for a specific period keeping in view the loss caused to the Government];

(ii) withdrawing of pension or any part thereof for a specific period keeping in view the loss caused to Government; and

(iii) recovery from pension or any other amount payable to the accused, of pecuniary loss caused to the Government or the organization in which he was employed, and if the amount due from any such person cannot be wholly recovered from the pension or any other amount payable to him, such amount shall be recovered under the law for the time being in force.

(2) Dismissal from service under these Regulations shall disqualify the employee for future employment under the Government or under any organization to which the provisions of these Regulations apply.

(3) Any penalty under these Regulations shall not absolve an employee or accused from liability to any punishment to which he may be liable for an offence, under any law, committed by him while in service.

Provided that in case of retired employee, the proceedings so initiated against a retired employee shall be finalized not later than two years of his retirement.

5. Suspension.– An employee against whom action is proposed to be initiated under these Regulations may be placed under suspension for a period of 120 days, if in the opinion of the competent authority, suspension is necessary or expedient, and if the period of suspension is not

extended for a further period of 120 days within thirty days of the expiry of initial period of suspension, the employee shall be deemed to be reinstated:

Provided that the continuation of the period of suspension shall require the prior approval of the competent authority for each period of extension.

Chapter I: Disciplinary Procedure for Regular Employees of the Authority

6. Types of Proceedings – (1) Disciplinary proceedings against regular employees shall be of two types: **Summary Proceedings** and **Departmental Inquiry**.

(2) If on the basis of its own knowledge or information placed before it, the competent authority is of the opinion that there are sufficient grounds for initiating proceedings against an employee under these Regulations, the authority, shall examine the information and may conduct or cause to be conducted quick brief inquiry if deemed necessary and shall decide whether the matter at hand should be dealt with through Summary Proceedings or Departmental Inquiry.

a) Summary Proceedings - In case, the competent authority decides to deal the matter through summary proceedings, he shall proceed as under-

- i. The accused liable to be dealt with through summary proceedings shall be brought before the authority.
- ii. He shall be apprised by the authority orally the nature of the alleged misconduct, etc. The substance of his explanation for the same shall be recorded and if the same is found unsatisfactory, he will be awarded one of the minor punishments mentioned in these Regulations.

b) Departmental Inquiry – If the competent authority decides that matter should be dealt with through Departmental Inquiry, he shall proceed as under-

- i. The competent authority shall determine if in the light of facts of the case or in the interests of justice, a departmental inquiry, through an Inquiry Officer or Inquiry Committee if necessary. If he decides that is not necessary; he shall-
- ii. By order in writing inform the accused of the action proposed to be taken in regard to him and the grounds of the action: and

- iii. Give him a reasonable opportunity of showing cause against that action: Provided that no such opportunity shall be given where the authority is satisfied that in the interest of security of Pakistan or any part thereof it is not expedient to give such opportunity.

(3) If the competent authority decides that it is necessary to have departmental inquiry conducted, through an Inquiry Officer or Inquiry Committee, he shall appoint for this purpose an Inquiry Officer, who is senior in rank to the accused or an Inquiry Committee which is chaired by an officer senior in rank to the accused.

7. Procedure of Departmental Inquiry – (1) Where an Inquiry Officer or Inquiry Committee is appointed, the competent authority shall-

- a. Frame a charge and communicate it to the accused together with statement of the allegations explaining the charge and of any other relevant circumstances which are proposed to be taken into consideration;
- b. Appoint a departmental representative by designation who shall be duty bound to render full assistance during these proceedings; and
- c. Require the accused within 7 days from the day the charge has been communicated to him to put in a written defence and to state at the same time whether he desires to be heard in person;

(2) The Inquiry Officer or the Inquiry Committee, as the case may be, shall inquire into the charge and may examine such oral or documentary evidence in support of the charge or in defence of the accused as may be considered necessary and the witnesses against him.

(3) The Inquiry Officer or the Inquiry Committee, as the case may be, shall hear the case from day to day and no adjournment shall be given except for reasons to be recorded in writing and where any adjournment is given, it shall not be more than a week;

(4) Where the Inquiry Officer or Inquiry Committee, as the case may be, is satisfied that the accused is hampering, or attempting to hamper the progress of the inquiry he shall administer a warning and if thereafter he is satisfied that the accused is acting in disregard of the warning, he shall record a finding to that effect and proceed to complete the departmental inquiry ex parte.

(5) The Inquiry Officer or the Inquiry Committee, as the case may be, shall submit his or its report, containing clear findings as to whether the charge or charges have been proved or not and specific

recommendations regarding exoneration or, imposition of penalty or penalties, to the competent authority within thirty days of the initiation of inquiry:

Provided that where the inquiry cannot be completed within thirty days, the Inquiry Officer or the Inquiry Committee, as the case may be, shall seek extension for specific period from the competent authority, for reasons to be recorded in writing:

Provided further that the inquiry shall not be vitiated merely on the grounds of non-observance of the time schedule for completion of inquiry:

Provided further that the recommendations of the inquiry officer or the inquiry committee, as the case may be, shall not be binding on the competent authority.

8. Powers of the Inquiry Officer or Inquiry Committee.— (1) For the purpose of an inquiry under these Regulations, the Inquiry Officer and the Inquiry Committee shall have the powers of a Civil Court trying a suit under the Code of Civil Procedure, 1908 (Act V of 1908), in respect of the following:-

- (a) summoning and enforcing the attendance of any person and examining him on oath;
- (b) requiring the discovery and production of documents, and receiving evidence on affidavits; and
- (c) issuing commissions for the examination of witnesses or documents.

(2) The proceedings under these Regulations shall be deemed to be judicial proceedings within the meaning of sections 193 and 228 of the Pakistan Penal Code, 1860 (Act XLV of 1860).

9. Order to be passed by the competent authority - (1) On receipt of the findings of the Inquiry Officer / Inquiry Committee or where no such officer is appointed, on receipt of the explanation of the accused, if any, the authority shall determine whether the charge(s) have been proved or not.

(2) Where the charge or charges have not been proved, the competent authority shall exonerate the accused by an order in writing.

(3) In case the charge is proved the competent authority shall award one or more of major or minor punishments as deemed necessary.

(4) After receipt of inquiry report, the competent authority, shall decide the case within a period of thirty days.

(5) The competent authority may afford personal hearing to the accused, if deemed appropriate.

(6) Where the competent authority is satisfied that the inquiry proceedings have not been conducted in accordance with the provisions of these Regulations or the facts and merits of the case have been ignored or there are other sufficient grounds, it may, after recording reasons in writing, either remand the inquiry to the Inquiry Officer or the Inquiry Committee, as the case may be, with such directions as the competent authority may like to give, or may order a *de novo* inquiry.

10. Departmental Appeal— (1) An accused who has been awarded any penalty under these Regulations, thirty days from the date of communication of the order, prefer departmental appeal directly to the appellate authority as per Schedule-I:

(2) The appellate authority shall call for the record of the case and comments on the points raised in the appeal from the concerned department or office, and on consideration of the appeal, by an order in writing—

(a) uphold the order of penalty and reject the appeal or review petition; or

(b) set aside the orders and exonerate the accused; or

(c) modify the orders and reduce or enhance the penalty; or

(d) set aside the order of penalty and remand the case to the competent authority, where it is satisfied that the proceedings by the competent authority or the Inquiry Officer or Inquiry Committee, as the case may be, have not been conducted in accordance with the provisions of these Regulations, or the facts and merits of the case have been ignored, with the directions to either hold a *de novo* inquiry or to rectify the procedural lapses or irregularities in the proceedings:

(3) The appellate authority may afford personal hearing to the accused, if deemed appropriate.

(4) An appeal shall be made in the form of a petition, in writing, and shall set forth concisely the grounds of objection to the impugned order in a proper and temperate language.

(5) There shall be only one appeal from the original order and the order of the appellate authority, in appeal, shall be final.

11. Revision.— (1) The Director General may call for the record of any proceedings within one year of the order of exoneration or imposition of a penalty, passed by the competent authority or

the order of appellate authority, as the case may be, for the purpose of satisfying himself as to the correctness, legality or propriety of such proceedings or order.

(2) On examining the record of the case, he may—

(i) uphold the orders of the competent authority or the appellate authority, as the case may be; or

(ii) order the competent authority to hold *de novo* inquiry; or

(iii) impose or enhance a penalty or penalties:

Provided that no order, prejudicial to the accused, shall be passed unless the accused has been given a reasonable opportunity of showing cause against the proposed action and an opportunity of personal hearing.

Chapter II: Disciplinary Procedure for Contractual Employees

12. Procedure for Proceedings against Contractual Employees.- (1) Disciplinary action against contractual employees (SPPP-1 to SPPP-5) appointed under the PERA Special Pay Package shall be initiated and decided by the Director General, PERA.

(2) The Director General may conduct a summary inquiry or delegate the inquiry to a designated officer.

(3) The contractual employee shall be given an opportunity to explain his position in writing or verbally.

(4) Disciplinary action against contractual employees appointed at Enforcement Stations shall be initiated by Director General either upon the recommendation of concerned Chairperson District Board or upon his own motion.

(5) Based on the facts and the employee's response, the Director General shall impose an appropriate penalty, including but not limited to holding the increment in salary, if any, and termination of contract.

(6) The order passed by the Director General under this Chapter shall be final and shall not be subject to appeal before any other authority.

Chapter III: Disciplinary Procedure for Deputationists

13. Procedure for Deputationists.- (1) Employees serving in PERA on deputation shall be governed by the E&D Rules of their respective parent organizations, unless otherwise provided by any law, rules, or regulations for the time being in force.

(2) Director General PERA or Chairperson District Board / Deputy Commissioner, as the case may be, may initiate disciplinary proceedings and refer the case to the parent department for final action.

(3) As an administrative measure, Director General PERA or Chairperson District Board / Deputy Commissioner, as the case may be, may temporarily suspend or relieve the deputationist employee, pending further action by the parent department.

(4) All field employees, regardless of their grade or designation, may be directly relieved to PERA Headquarters by the concerned Chairperson District Board / Deputy Commissioner for the purpose of initiating or conducting disciplinary proceedings.

Chapter IV: Miscellaneous

14. Appearance of Counsel.- No party to any proceedings under these Regulations before the competent authority, appellate authority, Inquiry Officer or Inquiry Committee shall be represented by an Advocate.

15. Indemnity.- No suit, prosecution or other legal proceedings shall lie against the competent authority or any other authority for anything done or intended to be done in good faith under these Regulations.

Schedule-I**Competent and Appellate Authorities for Employees of Directorate General**

Employee	Competent Authority	Appellate Authority
Director	Director General	Secretary I & C
Deputy Director	Director General	Secretary I & C
Assistant Director	Director General	Secretary I & C
Executive Assistant / Accountant / Office Assistant	Director Admin	Director General

Schedule-II**Competent and Appellate Authorities for Employees of Enforcement Stations**

Employee	Competent Authority	Appellate Authority
Secretary District Board	Chairperson District Board	Director General
SDEO	Chairperson District Board	Director General

Employee	Major Punishment		Minor Punishment	
	Competent Authority	Appellate Authority	Competent Authority	Appellate Authority
Enforcement Officer	Chairman District Board	Director General	SDEO	Chairman District Board
Investigation Officer	Chairman District Board	Director General	SDEO	Chairman District Board
Senior Sergeant	SDEO	Chairman District Board	SDEO	Chairman District Board
Sergeant	SDEO	Chairman District Board	SDEO	Chairman District Board