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punjab national bank

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**TO ALL CIRCLE OFFICES/ HO DIVISIONS/
ZAOs & CENTRAL STAFF COLLEGE**

**PERSONNEL ADMINISTRATION DIVISION
CIRCULAR LETTER NO: 07**

**Reg : Promotion from Clerical Cadre to Officer Cadre in JMG Scale-I -
Entitlement for reimbursement of expenses on transportation of
household goods and transfer allowance**

We are receiving references from some Circle Offices seeking clarification if the Officers promoted from Clerical Cadre are entitled for reimbursement of expenses on transportation of household goods and transfer allowance in terms of the provisions of Officers Service Regulations while availing joining time or at the time of shifting of household goods and family. We observe that Circle Offices are adopting different practice in dealing with the claims of such Officers in this regard.

In this connection we would like to clarify that the promotee officer remains in clerical cadre until he/she joins at the allocated Circle Office and therefore he /she is entitled to the TA/DA applicable to clerical staff for the journey from the place of promotion to the Circle Office allocated.

He/she becomes Officer soon after joining at the allocated Circle Office and therefore his/her service condition will be governed by PNB Officers' Service Regulations including TA/DA rules. Accordingly such Officers are entitled for reimbursement of expenses on transportation of household goods and transfer allowance also in terms of provisions of PNB Officers' Service Regulations.

All concerned controlling offices are advised to dispose of the claims of Officers accordingly.


DY. GENERAL MANAGER

