

THE PUNJAB ENFORCEMENT AND REGULATORY AUTHORITY (GRATUITY) REGULATIONS, 2025

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GOVERNMENT OF THE PUNJAB
PUNJAB ENFORCEMENT AND REGULATORY AUTHORITY



Lahore, Dated the 12th November, 2025

NOTIFICATION

**THE PUNJAB ENFORCEMENT AND REGULATORY AUTHORITY
(GRATUITY) REGULATIONS, 2025**

No.DG(PERA)1-1/2025(Gratuity):- In exercise of the powers conferred under section 79 of the Punjab Enforcement and Regulation Act 2024, the Punjab Enforcement and Regulatory 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 (Gratuity) Regulations, 2025.

(2) They shall come into force at once and be applicable to all contractual employees.

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

- (a) "Act" means the Punjab Enforcement and Regulation Act 2024 (Act XI of 2024);
- (b) "Contractual Employee" means any person defined as a contractual employee in Section 2(1)(f) of the PERA (Appointment and Conditions of Service for Contractual Employees) Regulations 2025;
- (c) "Directorate General" means the headquarters of the Authority at Lahore as provided in section 3 (3) of the Act;
- (d) "Gratuity" means the terminal benefits to the contractual employees set out hereunder;
- (e) "Service" means the service of a person serving in Punjab Enforcement and Regulatory Authority;
- (f) "Service Year" means a calendar year for the purposes of determining length of service to calculate gratuity.

(2) A word or expression used in the Regulations but not defined shall have the same meaning as assigned to it under the Act, Rules, and Regulations.

3. Eligibility Criteria – (1) Gratuity shall be payable upon cessation of employment through resignation, retirement, in-service death, or termination (other than removal / dismissal from service based on proceedings under PERA (E&D) Regulations, 2025).

(2) Minimum two (02) continuous service years with the Authority after completing probation period shall be mandatory for being eligible for gratuity.

(3) Subject to sub-section (1), the gratuity shall be admissible for each completed service year, and any part of service year thereof exceeding six months:

Provided that a service year in which an employee receives a rating below 'strong performance' as delineated in PERA (Performance Appraisal) (Amended) Regulations, 2025 shall not accrue in the total service years counted towards gratuity.

(4) Employees who tender resignation from their current position within the Authority for the purpose of assuming a new position within the Authority shall retain the benefit of prior qualifying service for gratuity purposes:

Provided that the employee has rendered a minimum of one (1) year of continuous service in the former post and that there is no interruption or break in service between the two appointments:

Provided further that the duration of service in the previous post shall be aggregated for the purpose of gratuity computation.

(5) In the event of in-service death of an eligible employee, the accrued gratuity shall be payable to the legal heirs or nominated dependents of the deceased employee, subject to verification of entitlement and approval by the Director General.

4. Calculation of Gratuity. – (1) The amount of gratuity shall be calculated as equal to last drawn monthly gross salary multiplied by number of service years.

5. Procedure for Disbursement. – (1) The disbursement of gratuity shall be affected concurrently with the final settlement of dues, subject to requisite clearance from all concerned in accordance with the procedure / protocol.

6. Loans. – (1) Employees who have rendered a minimum of three (03) continuous service years shall be eligible to apply for loan against their accrued gratuity.

(2) An eligible employee may apply for a loan of up to ninety percent (90%) of their accumulated gratuity balance.

(3) The sanctioned loan shall be repayable within a maximum period of thirty-six (36) months or less, as finalized by the Director General.

7. Dispute Resolution. – (1) Any grievance or dispute arising out of gratuity entitlement, computation, or disbursement, shall be filed before the Additional Director General (Admin. & HR), who shall decide the same within thirty (30) days of filing.

(2) An appeal against the decision shall be decided by the Director General whose decision shall be final and binding.

8. General Applicability. – These regulations shall be subject to applicability of all other in-vogue policies, regulations, and manuals of the Authority to the extent of provisions relevant to ascertaining the eligibility of an employee for disbursement of gratuity benefits or loans.

9. Fund. – Subject to provisions of section 69 of the Act, the Director General shall create, administer and manage a separate gratuity fund, subject to concurrence of the Finance Department, Government of the Punjab.

Director General
Punjab Enforcement and Regulatory Authority
Lahore