



# LAWYERS' ENDOWMENT FUND POLICY FOR HIGHER STUDIES IN LAW

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BALOCHISTAN EDUCATION ENDOWMENT FUND (BEEF)

A PUBLIC SECTOR COMPANY REGISTERED UNDER SECTION 42 OF COMPANIES ACT,  
2017

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## 1. TITLE OF POLICY:

This policy will be titled as “**Lawyers’ Endowment Fund Policy for Higher Studies in Law**”

## 2. APPLICABILITY:

This policy will be applicable to all the applicants, aspirants, and beneficiaries i.e. Lawyers of Balochistan enrolled as an advocate with Balochistan Bar Council, desirous to obtain scholarship for higher education in Law, out of the proceeds from the Endowment Fund for Higher Education.

## 3. POLICY ADMINISTRATION AND POWER TO AMEND:

This policy shall be implemented and administered by BEEF and its concerned officials. The Board of Directors shall be the apex forum for any changes or amendments in this policy on the recommendations of Education Committee.

## 4. PURPOSE OF THE POLICY:

A tragic incident occurred in Balochistan on 8th Aug, 2016 in which 56 lawyers and advocates were martyred, taking away an entire generation of lawyers/advocates in an instant’ and left behind a huge gap in legal fraternity of Balochistan which will take considerable time to fill the vacuum.

In the wake of this tragic event, Government of Balochistan took practical steps and created an Endowment Fund for Higher Education of Lawyers to fill the professional gap in the legal fraternity of Balochistan.

This policy outlines the operationalization of the said Endowment Fund, the eligibility criteria of the beneficiaries, and the processes up to the final selection and payments.

## 5. BOARD AND COMMITTEES:

### Board of Directors:

In continuation of the Government of Balochistan’s notification No. SO(ACAD:)/ 5-13/BOG/2017/Edn:/1063-70 dated 22<sup>nd</sup> Aug, 2017, the following shall be the apex authority for this program having ToRs and Composition as follows:

1.	Chief Secretary, Balochistan	Chairman
2.	Additional Chief Secretary (Dev:), GoB, P&DD	Member
3.	Advocate General Balochistan	Member
4.	Secretary, GoB, Finance	Member
5.	Secretary, GoB, Law and Parliamentary Affairs	Member
6.	Secretary, GoB, CH&T Education	Member
7.	Representative of Balochistan Bar Council	Member*
8.	CEO BEEF	Secretary/Member

\* There shall be one member from Balochistan Bar Council in the Board. The member of the Board from Balochistan Bar Council shall be notified for one year term by the Advocate General Balochistan/Chairman Balochistan Bar Council.

Terms of Reference of the Board are as follows:

- i. In order to fill the gap of qualified human resource due to martyrdom of lawyers to cater/ arrange sufficient funds for education endowment fund for those law graduates to seek higher studies LLM, Bar-at-Law and PhD from renowned Universities as approved by the Board.
- ii. To disburse the amount either allocated by the Government or available in the said fund after the evaluation of the qualification of the concerned students of law who have been admitted by foreign colleges or universities. Criteria for selection of lawyers may be formulated in consultation with the members of Education Committee/Board.
- iii. The Board shall design the detail financial mechanism under which the said fund will work.
- iv. The Board shall formulate the detail mechanism/criteria for selection of the children of Martyred Lawyers for their tuition fees/scholarship etc.
- v. To maintain the amounts approved/ sanctioned by the Government of Balochistan for Endowment Fund in accordance with the relevant provision of Law.
- vi. The Board shall be able to do all other lawful acts and things as incidental and conducive to the attainment of the objectives of the fund.
- vii. BEEF shall be able to enter into agreements, contracts, and arrangements with organizations and institutions of the purpose of carrying out the functions and activities of the fund with the prior approval of the Board.

**Education Committee:**

As per the decision of the Board of Directors in their Third Meeting, the Education Committee is devised as per following composition and ToRs:

- |      |  |                  |
|------|--|------------------|
| i.   | Secretary, GoB, Colleges, Higher and Technical Education   | <b>Chairman</b>  |
| ii.  | Secretary, GoB, Secondary Education                        | Member           |
| iii. | CEO, BEEF  | Member/Secretary |
| iv.  | Addl: Secretary, Finance Department                        | Member           |
| v.   | Representative from Balochistan High Court Bar Association | Member           |
| vi.  | Representative from Balochistan Bar Council                | Member           |
| vii. | Representative from HEC                                    | Member           |

### Terms of Reference of the Committee:

- i. To oversee, guide, and approve the operational plan for the execution of the set Endowment Funds.
- ii. To oversee the Entire process from advertisement till selection of Beneficiaries, and to scrutinize the cases and recommend the cases for final approval from Board of Directors of the said Endowment Funds.
- iii. Selection of the Foreign and Inland Institutions/Centre of Excellence (CoEs) for admission of Lawyers to seek higher education in Law i.e. LLM, Bar-at-Law and PhD; and
- iv. Other matters related to the beneficiaries and the execution of the Programs

### **9. FINANCES:**

An Endowment Fund amounting to Rs. 600 Million (presently) is set and approved by the Government of Balochistan for the objective. The Endowment Fund is invested in Short Term debt instruments (Term Deposit Receipts/TDRs of AAA rated Banks) as per the Investment Policy of BEEF and according to the financial needs of the program. Annual slots for scholarships are thereafter decided according to the proceeds of the investments/ availability of budget.

### **10. ELIGIBILITY CRITERIA:**

1. Must have local/domicile of Balochistan.
2. Must have obtained unconditional admission offer letter from approved Universities.
3. Must have at-least 6.5 Bands Aggregate valid IELTS score (two years validity of IELTS) (not required for Inland).
4. Must have passed LAW GAT exam.
5. Must have valid Balochistan Bar Council License with at-least two years practicing experience.
6. Must have HEC attested educational credentials.
7. Scholars having availed scholarship once under this program shall only be eligible to avail scholarship again after a period of five (5) years from completion of their previous degree

## 11. APPROVED PROGRAMS AND SLOTS DISTRIBUTION:

Programs	SLOTS DISTRIBUTION
LLM	60% of the available funds for LLM programs.
Bar-at-Law	20% of the available fund for Bar-at-Law.
PhD	20% of the available fund for PhD in Law.

The Board, with 3/4<sup>th</sup> majority of vote, is authorized to re-appropriate slots keeping in view the available finances and number of applications. The Board shall record reasons for any such re-appropriation in the greater interest of the program

Eligible and applicable specializations for LLM and PhD provided by Balochistan Bar Council (annexed with the policy).

## 12. APPROVED UNIVERSITIES:

Top 500 Universities as per QS (Quacquarelli Symonds) ranking; duly approved and notified by the Pakistan Bar Council and HEC.

## 13. SCHOLARSHIP COVERAGE:

Particulars	Amount
University Fee	At-actual. The fee shall be paid on Bi-Annual basis.
Stipend (covering Living Cost, Hostel Fee, Books and Travel)	<ul style="list-style-type: none"><li>• As per UKVI rules or Rs. \$1,200 per month for institutions other than UK</li><li>• Rs. 50,000 PM for inland</li><li>• Stipend shall be paid on Quarterly basis upon submission of quarterly academic report</li></ul>
Return Air Ticket	At-actual Economy Class
Visa Processing Fee	At-actual

Health Insurance (needed for admission/visa processing for some institutions)	National Insurance Firm offering least expensive health insurance
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- The selected scholars cannot change their University, Campus, Program or Country once decided and approved by the Board.
- Any expenditure over and above the approved amount shall be borne by the selected scholar and shall not be claimed for reimbursement.
- In case the selected lawyer fails to depart and join his study program within 45 days of session start date, his scholarship shall be cancelled and all expenditure incurred shall be refunded.

#### **14. PROCESS FOR SELECTION OF LAWYERS:**

Following outlined processes shall be followed for selection of Lawyers for Higher Education in Law:

##### Availability of Budget:

Before announcement of annual intakes, financial feasibility shall be worked out for the available finances and budget to determine the number of slots. If the finances are insufficient for any given year, the program shall be deferred for next calendar year.

##### Advertisement:

Advertisement shall be published once a year in leading newspapers along with number of slots for each category. If the cut off date/deadline of submission of applications falls on holiday(s), the next working day shall be valid for submission of applications.

##### Submission of Applications:

Applications shall be submitted in hard copy or through online portal till last date of submission of applications as per the advertisement. Only the applications complete in all respect of eligibility criteria shall be received and applicant shall be issued a receipt.

##### Internal Scrutiny of Applications:

After the submission of applications, a committee comprised of the following shall scrutinize the received applications as well as verifications of credentials i.e. IELTS result, University offer letter, Educational Credential, Surety Bonds, Law GAT, Experience Certificates, & License etc:

- i. Chief Operating Office (Chairman)
- ii. Chief Internal Auditor
- iii. Chief Financial Officer

- iv. Sr. Manager (M&E)
- v. Sr. Program Manager (Imp)

Recommendations of Education Committee:

All the applications received at BEEF office and finalized as per the criteria and process, shall be presented to Education Committee for review and recommendations to the Board.

Interview and Final Selection by the Board:

The applicants shortlisted by the Education Committee shall be interviewed by the Board for final selection. Merit list shall be prepared as per the formula prescribed by Higher Education Commission (HEC) for Law Graduates Scholarship Program for Balochistan for Study Abroad as under:

Parameter	Weightages for LLM & Bar-at-Law	Weightages for PhD
Matriculation marks	15%	N/A
Intermediate marks	15%	N/A
LLB marks	20%	25%
LLM marks	N/A	25%
Screening Test	50%	50%
<b>Total</b>	<b>100%</b>	<b>100%</b>

Screening test to be conducted by a testing service outsourced by adopting the prescribed procedure.

Process after selection and initiation of payments:

- i. Cases of selected candidates shall be processed for payments after issuance of minutes of the Board Meeting.
- ii. Payment to University shall be made directly on bi-annual basis.
- iii. Payment of stipend to scholars shall be made through crossed cheque on bi-annual basis upon the receipt of performance evaluation report.
- iv. For the purpose of payment to University, a NOC/Approval from State Bank of Pakistan would be obtained to allow a threshold of Foreign Exchange/Outward Remittance Transactions.
- v. In case the approved procedure is not mature and the deadline of fee payment is due, then the CEO BEEF may be authorized to pay the fee to the beneficiary through crossed cheque, who would ensure to submit the fee individually to the



concerned University and submit the receipts, invoices, and all necessary documents from the University concerned to the BEEF.

#### **15. GUARANTEE AND BONDS:**

- i. Selected lawyer shall submit a personal surety bond of a gazetted officer of BPS-17 or above on a stamp paper, stating therein that the guarantor shall be responsible to refund the entire amount in case the selected Lawyer does not fulfill the terms and conditions of the scholarship (annexed).
- ii. Selected lawyer shall submit guarantee obtained from Balochistan Bar Council that in the event the selected lawyer does not fulfill the commitments of the scholarship, he shall be subjected to the disciplinary actions of Balochistan Bar Council (annexed). The selected lawyer shall also submit a guarantee of his/her parents/guardian to Balochistan Bar Council.
- iii. The selected lawyer shall give guarantee in the form of surety bond that he/she shall return to Balochistan within a month time upon completion of their studies and will serve within Balochistan for at-least 2 years immediately after returning from abroad/course. Balochistan Bar Council will submit report after every six months, regarding the attendance of the Lawyers who have returned and served the province.
- iv. In case, the bond is not honored by the lawyer, then the guarantor shall be held liable and following actions shall be taken:
  - a. Ministry of Foreign Affairs shall be approached for repatriation of the Lawyer and Bar Council shall be approached for cancellation of his licensure.
  - b. Notice to the Guarantor for refund, followed by the legal action to recover.
  - c. Any other action as directed by the Board.

#### **16. MONITORING:**

- i. Selected lawyers shall have to submit a quarterly academic performance report on a proforma as annexed, duly signed by the concerned University Personnel/Academician via email.
- ii. In case of unsatisfactory performance in any given quarter, the scholar shall be given a warning. In the 2<sup>nd</sup> instance, his scholarship shall be recommended to the Board for appropriate decision/action(s).

**17. TIMELINES:**

<b>S.No</b>	<b>Activity</b>	<b>Timeline for Fall Session</b>
1.	Announcement of Schemes in Print and Electronic Media	During December - January
2.	Deadline for submission of Applications along with documents as per the requirements	Apr - May
3.	Internal Scrutiny	May
4.	Education Committee meeting for onward recommendation to Board of Directors	By 30 <sup>th</sup> May
5.	Convening meeting of Board of Directors for Interview and finalization of Beneficiaries	By 30 <sup>th</sup> June
6.	Financial Transactions to Universities, Beneficiaries, Visa Processing and Documentations	During Jul-Aug
7.	Selected Lawyers depart for UK	By 30 <sup>th</sup> Aug

**18. Annexures:**



**Government of Balochistan**  
FINANCE DEPARTMENT  
**Balochistan Education Endowment Fund**

(A Public Sector Company Setup u/s 42 of Companies Act, 2017)

House. 116/40-A, 5<sup>th</sup> Street, Near Main Jamia Mosque, Jinnah Town, Quetta

Telephone: 081-9202095 Fax: 081-9202096

Web: [www.beef.org.pk](http://www.beef.org.pk) Email: [ceo.beef@balochistan.gov.pk](mailto:ceo.beef@balochistan.gov.pk)



**QUARTERLY ACADEMIC PERFORMANCE/MONITORING REPORT  
LAWYERS ENDOWMENT FUND FOR HIGHER EDUCATION PROGRAM**

**Name of Scholar:** \_\_\_\_\_

**University:** \_\_\_\_\_

**Degree Program:** \_\_\_\_\_

**Course Start Date:** \_\_\_\_\_

**Course End Date:** \_\_\_\_\_

**Report for the period of:** \_\_\_\_\_

**To be evaluated & filled by the University Official/Academic Supervisor (please tick):**

**How do you rate the academic performance of the Scholar:**

Extremely Unsatisfied	Unsatisfied	Satisfactory	Good	Exceptional

**How is the overall behavior and discipline of the scholar:**

Extremely Unsatisfied	Unsatisfied	Satisfactory	Good	Exceptional

**Will the scholar complete the program in due time:**

Yes	No

**Do you recommend continuation of student's scholarship:**

Yes	No

**Remarks:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Name of the evaluator:**

\_\_\_\_\_

**Designation:**

\_\_\_\_\_

**E-Mail:**

\_\_\_\_\_

**Contact No:**

\_\_\_\_\_

**Sign & Stamp:**

\_\_\_\_\_

**Template for BEEF' Scholars (National & International)**

**(Undertaking by the applicant/agreement of terms and conditions)**

**Note:** To be produced on a stamp paper worth **Rs.500/-**.

I \_\_\_\_\_ S/D/o  
\_\_\_\_\_ solely declare my Bond of commitment that after successful completion of my study course LLM/PhD in Law / Bar-at-Law \_\_\_\_\_ (Spring/ Fall \_\_\_\_\_ year \_\_\_\_\_) as I have received an unconditional offer letter from the Institute namely \_\_\_\_\_ fun  
ded by Balochistan Education Endowment Fund under any Foreign Funded Scholarship (FFS) or Inland Funded Scholarship (IFS) \_\_\_\_\_ Category and I assure that I am committed to accomplish my studies and will return back to my home country/ province immediately after completion of my study course as approved by BoD/BEEF/GoB, provided the cost of two-way / return air ticket by BEEF in advance. Also declared that at my return I will report to BEEF and will submit my all course related documents including certificate, marksheet, Bio-Metric Resident Permit (BRP) etc. along with Back-To-Country Report (BTCR) will lead towards submission of two years plan of activities to ensure serving my home province (Balochistan) as an Alumni at least for two years.

I further solemnly affirm that:

- i. Shall not take asylum under any circumstances.
- ii. Shall not seek to extend my stay or apply for any residence/nationality/work permits.
- iii. Shall successfully complete my study course/degree program within stipulated time frame with satisfactory academic performance.
- iv. Shall not indulge myself in any unlawful acts.

I solemnly take oath that failing the above will make me liable for cancellation of my scholarship and I shall refund the entire amount incurred on my studies.

Applicant's Parent/Guardian Cell \_\_\_\_\_ Landline \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

ID \_\_\_\_\_ Permanent \_\_\_\_\_ address \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_ Signed by the  
applicant \_\_\_\_\_

Date \_\_\_\_\_ Signed by the applicant's  
parent \_\_\_\_\_

Name of Applicant's Parent/Guardian: \_\_\_\_\_

CNIC No of applicant's Parent/Guardian: \_\_\_\_\_



**Template for BEEF' Scholars (National & International)**

**(Declaration of Personal Security /Surety Bond by *Gazetted officer only*):**

**Note:** To be produced on a stamp paper worth **Rs.500/-**.

I \_\_\_\_\_ S/D/O \_\_\_\_\_  
(guarantor) holder of CNIC # \_\_\_\_\_ (attach copy), working as a (Designation)

\_\_\_\_\_ Deptt/Organization \_\_\_\_\_

\_\_\_\_\_ of Federal / Provincial Government employee having relationship

(official/personal/blood relative) \_\_\_\_\_ with the applicant

Mr./Ms \_\_\_\_\_ S/D/O \_\_\_\_\_ do

solemnly assure to take responsibility as guarantor and be held accountable to refund the total amount to BEEF in the event my guarantee fails to comply with the terms and conditions of the scholarship. Moreover, the liability shall be settled from my salary or pensionary benefits in case I am unable to refund the total amount incurred.

Guarantor's \_\_\_\_\_ Contact \_\_\_\_\_ Cell \_\_\_\_\_

Landline \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

ID \_\_\_\_\_

Permanent \_\_\_\_\_ address \_\_\_\_\_

Date \_\_\_\_\_ Signed/Stamped by the Guarantor: \_\_\_\_\_

Date \_\_\_\_\_ Signed by the Guarantee/applicant: \_\_\_\_\_

Attested by an  
Oath  
Commissioner  
under his seal

### List of LLM Specialization

LLM Environmental Law  
LLM Business Law/ Commercial Law  
LLM Corporate Law  
LLM Criminal Law  
LLM Tax/ Taxation Law  
LLM Human rights law  
LLM Competition Law  
LLM Consumer Protection Law  
LLM Mediation and Alternative Dispute Resolution  
LLM Labour Laws  
LLM Employment Law  
LLM Cyber Law  
LLM Banking Law / Finance Law  
LLM Sports Law  
LLM Media Law, Privacy and Defamation  
LLM Medical Law & Ethics  
LLM The Law Relating to Fraud and Financial Crime