

The Gazette of Pakistan

EXTRAORDINARY

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KARACHI, TUESDAY, MARCH 8, 2016

PART II

Statutory Notifications containing Rules and Orders issued by all Ministries and Divisions of the Government of Pakistan and their Attached and Subordinate Offices and the Supreme Court of Pakistan

GOVERNMENT OF PAKISTAN

MINISTRY OF DEFENCE PRODUCTION

NOTIFICATION

Rawalpindi, the 7th January, 2016

S.R.O. 52(KE)/2016 :

In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualification and other conditions are laid down for appointment to the post of Data Entry Operator (BS-12) in Ministry of Defence Production, Rawalpindi :—

Designation of post	BPS
Data Entry Operator	12

METHOD OF APPOINTMENT

2. The method of appointment to the posts shall be as under :—

Designation and BPS of the post	Method of Appointment	
	By Promotion (%)	By Initial Appointment (%)
Data Entry Operator (BPS-12)	-	100%

(443)

Price : Rs. 3.00

3. Provided that if no suitable person is available for promotion, the posts reserved for promotion shall be filled by initial appointment and failing that by transfer.

Provided further that the upgraded posts shall be filled in among the existing incumbents fulfill the condition for promotion, qualifications and experience prescribed in schedule to this notification.

QUALIFICATION, EXPERIENCE AND AGE LIMIT FOR INITIAL APPOINTMENT

4. On the closing date for receipt of applications as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualifications and experience and must be within the age limit as mentioned against the post concerned in the schedule to this notification.

Provided that the maximum age limit shall be relaxed in respect of the candidates specified, and to the extent indicated, in the initial appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993, as amended from time to time.

QUALIFICATIONS/CONDITIONS FOR APPOINTMENT BY TRANSFER

5. Appointment by transfer shall be made in accordance with the provisions of Rule-7 and 9 of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

PROBATION

6. Persons appointed by promotion or initial appointment or transfer shall be on probation in accordance with the provision of Section 6 of Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rule, 1973.

7. This Notification issues with concurrence of the Establishment Division vide O.M. No. 5/2/2004-R-5, dated 1st January, 2016.

SCHEDULE
(See Rule 4)

Designation and BPS of the post	Qualification/Experience	Age Limit	
		Min.	Max.
Data Entry Operator (BS-12)	(i) Bachelor's degree in Physics/Mathematics/ Statistics/Economics. (ii) Minimum speed of 10,000 key depressions per hour for data entry.	18 years	25 years

[No. F. 4/6/2012/DP-2].

WAHEED AKBAR,
Section Officer.

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Government of Pakistan
Finance Division
(Regulations Wing)

F.No.1(10)R-I/2010-423/2019

Islamabad, the 17th December, 2019.

OFFICE MEMORANDUM

Subject:- UPGRADATION OF THE POST OF DATA ENTRY OPERATORS UNDER THE FEDERAL GOVERNMENT

The undersigned is directed to refer to the Establishment Division's O.M.No.8/6/2016-R-6 dated 28-08-2019 on the subject noted above and to state that in order to standardize the pay scale of Data Entry Operators (DEOs) in the Federal Government Departments as per NOC contained in Establishment Division's O.M.No.8/6/2016-R-6 dated 23-09-2019, Finance Division conveys its concurrence to the upgradation of the post of Data Entry Operators from BS-12 to BS-14 under the Federal Government subject to following conditions:-

- i. Amendment in Recruitment Rules.
- ii. Filling up of upgraded post in prescribed manner as per Establishment Division's D.O. letter No.8/36/2000/R-I dated 31-12-2008.
- iii. Financial implication on this account will be met by each Ministries/Divisions/Departments from their allocated budget 2019-20.

Saadia Kanwal
(Saadia Kanwal)
Section Officer(R-I)

All Ministries/Divisions/Departments.

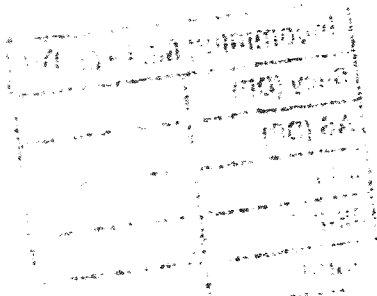
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12. AGPR, Islamabad/Lahore/Peshawar/Karachi/Quetta.
13. Military Accountant General, Rawalpindi.
14. All Financial Advisers/Deputy Financial Advisors attached to Ministries/ Divisions and all officers of Finance Division.
15. Chief Accounts Officer, M/o Foreign Affairs, Islamabad.
16. Financial Adviser and Chief Accounts Officer, Pakistan Railways, Lahore.
17. All Chief Secretaries/Finance Secretaries of the Government of Punjab/Sindh/KPK/Balochistan & Azad State of Jammu & Kashmir & Gilgit-Baltistan.
18. Capital Development Authority, Islamabad.
19. Office of the Chief Commissioner, Islamabad.
20. Federal Public Service Commission, F-5/1, Agha Khan Road, Islamabad.
21. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
22. Pakistan Atomic Energy Commission, Islamabad.
23. Central Directorate of National Savings, Islamabad.
24. National Accountability Bureau, Islamabad.
25. Member (Finance), KRL, P.O.Box No.1384, Islamabad.
26. Intelligence Bureau, Islamabad.
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29. Secretariat Training Institute, Islamabad.
30. Directorate General of Inspection & Training, Customs & Central Excise, 8th Floor, New Customs House, Karachi.
31. National Re-Construction Bureau, Prime Minister's Secretariat, Islamabad.
32. Earthquake Reconstruction & Rehabilitation Authority (ERRA), P.M. Sectt. (Public), Islamabad.
33. Federal Tax Ombudsman's Secretariat, Islamabad.
34. Cost Accounts Organization, Islamabad.
35. Web Master


(Saadia Kanwal)
Section Officer(R-I)
Tele: 9245843



GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE PRODUCTION

NOTIFICATION

Rawalpindi, the 16th Oct., 2020

SRO No. _____ in exercise of powers conferred by Sub-rule (2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following amendments shall be made in the Recruitment Rules of Ministry of Defence Production notified vide SRO. 52(KE)/2016, dated 07th January, 2016 namely:-

In the aforesaid Recruitment Rules:

- a. The words/bracket/figures "Data Entry Operator (BS-12)" wherever occurring shall be substituted with the words/brackets/figures "Data Entry Operator (BS-14)".
- b. Under the table of rule 2, existing 2nd proviso shall be substituted with the following:-

"Provided further that initially, the upgraded posts shall be filled in by the existing incumbents of the upgraded posts in the manner prescribed in Establishment Division's D.O. letter No. 8/36/2000-R-I, dated 31.12.2008".

2. This Notification issues with concurrence of the Establishment Division vide O.M No. 5/21/2004-R-V dated 24.09.2020.

No. F. 4/6/2012/DP-2

(Name and Designation of the issuing authority)



(Muhammad Awais Qarni)
Section Officer (Admn)
Ministry of Defence Production
Ph: 9272094

of probation shall, on the expiry of the extended period under sub-rule (2), be deemed to have successfully been completed.

[Authority:— Estt. Div.'s Notification S.R.O.No.1498(I)/73, dated 20-10-1973].

1.1 Conditions for Appointment, Promotion and Transfer Rules for Assistant Incharge, Stenotypist, Assistant, UDC and LDC

In exercise of the powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualifications and other conditions are laid down for appointment to the under-mentioned ministerial posts in the Ministries/ Divisions/Departments of the Federal Government:—

Sl.No.	Designation of Post	BPS
1.	Assistant Incharge	15
2.	Stenotypist (Upgraded BPS-14 w.e.f. 23 rd December,2011 vide Finance Division's O.M.No.19(55) Legal-II/2010-1055)	14
3.	Assistant	14
4.	U.D.C.	09
5.	L.D.C	07

METHOD OF APPOINTMENT

2. The method of appointment to the posts shall be as under:-

Sl. No.	Designation and BPS of the post	Method of Appointment	
		By Promotion %	By initial appointment %
1.	Assistant Incharge (BPS 15)	100%	—
2.	Stenotypist (BPS 14)	—	100%
3.	Assistant (BPS 14)	50%	50%
4.	U.D.C. (BPS 09)	50%	50%
5.	L.D.C. (BPS 07)	10%	90%

Provided that:

- (i) if no suitable person is available/eligible for promotion to the posts of Assistant Incharge the posts shall be filled in by transfer.
- (ii) failing promotion, the posts of Assistant, U.D.C. and L.D.C. shall be filled in by initial appointment and failing that by transfer:
- (iii) failing initial appointment, the post of Stenotypist shall be filled in by appointment by transfer.

CONDITIONS FOR PROMOTION

3. Promotion to posts in column (2) below shall be made by selection from amongst persons holding posts specified in column (3) on a regular basis and fulfill the conditions prescribed in column (4).

Sl. No.	Designation and BPS of the post	Person eligible	Conditions of eligibility
(1)	(2)	(3)	(4)
1.	Assistant Incharge(BPS 15)	Assistant (BPS-14)	03 years service as Assistant
2.	Assistant (BPS 14)	U.D.C (BPS-9)	03 years service as U.D.C
3.	U.D.C. (BPS 09)	L.D.C. (BPS-7)	03 years service as L.D.C
4.	L.D.C. (BPS 07)	Employees holding posts BPS-06 and below.	Matric with a minimum typing speed of 30 w.p.m.

QUALIFICATION, EXPERIENCE AND AGE LIMIT FOR INITIAL APPOINTMENT

4. On the closing date for receipt of applications as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualifications and experience and must be within the age limit as mentioned against the post concerned in the Schedule to this notification:

Provided that the maximum age limit shall be relaxed in respect of the candidates specified, and to the extent indicated, in the Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993, as amended from time to time.

QUALIFICATIONS / CONDITIONS FOR APPOINTMENT BY TRANSFER

5. Appointment by transfer shall be made in accordance with the provisions of Rule-7 and 9 of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

PROBATION

6. Persons appointed by promotion or initial appointment or transfer shall be on probation in accordance with the provision of Section 6 of Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

7. The Recruitment Rules of Ministerial posts notified *vide* S.R.O. No. 1077(I)/2005, dated 15-10-2005, amended from time to time, are hereby repealed.

SCHEDULE (See para 4)

S. No.	Designation and BPS of the post	Qualification/ Experience	Age Limit	
			Minimum	Maximum
1.	Stenotypist(BPS-14)	(i) Intermediate. (ii) Minimum speed of 80/40 w.p.m in shorthand/typing respectively. (iii) Must be computer literate	18 years	25 years
2.	Assistant (BPS-14)	Graduate	18 years	28 years
3.	U.D.C (BPS-09)	Intermediate	18 years	25 years
4.	L.D.C. (BPS-07)	(i) Matric. (ii) Minimum typing speed of 30 w.p.m	18 years	25 years

[Authority:— Estt. Div.'s SRO 139(I)/2012, dated 31st January, 2012]

1.2 Conditions for Appointment, Promotion and Transfer Rules for Private Secretary, Superintendent and *Stenographer

In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, and Section-7 (1)(b)(i)&(ii) of FPSC Ordinance, 1977 (XLV of 1977), the following method, qualifications and other conditions are laid down for appointment to the following posts in the Ministries/Divisions/Departments of the Federal Government:—

S.No.	Designation	BPS
1.	Private Secretary	17
2.	Superintendent Grant BPS-17 w.e.f. 10 th September,2014 vide Finance Division O.M.No.1(3)/R-I/2010/2014.	16
3.	Stenographer (Upgraded BPS-16 w.e.f. 23 rd December, 2011 vide Finance Division's O.M.No.19(55) Legal-II/2010-1055 and re-designated as Assistant Private Secretary w.e.f. 28 th Feb.,2013 vide Finance Division's O.M.No.1(110)-R-I/2012-124-13).	16

* Now Assistant Private Secretary.

METHOD OF APPOINTMENT

2. The method of appointment to the posts shall be as under:—

Sl. No.	Designation and BPS of the post	Method of Appointment	
		By Promotion (%)	By initial appointment (%)
(1)	(2)	(3)	(4)
1.	Private Secretary (BPS-17)	100%	—
2.	Superintendent (BPS-16)	100%	—
3.	*Stenographer (BPS-16)	50%	50%

Provided that:—

- (i) if no suitable person is available/eligible for promotion to the posts of Superintendent and Private Secretary the posts shall be filled by transfer.
- (ii) failing initial appointment the posts of *Stenographer shall be filled in by transfer.

CONDITIONS FOR PROMOTION

3. Promotion to posts in column (2) below shall be made by selection from amongst the persons who hold the posts specified in column (3) on a regular basis and fulfill the conditions of eligibility as prescribed in column (4):—

Sl. No.	Designation and BPS of the post	Person eligible	Conditions of eligibility
(1)	(2)	(3)	(4)
1.	Private Secretary (BPS-17)	*Stenographer (BPS-16)	03 years service as *Stenographer.
2.	*Stenographer (BPS-16)	Stenotypist (BPS-14)	03 years service as Stenotypist.
3.	Superintendent (BPS-16)	Assistant Incharge (BPS-15)/ Assistant (BPS-14)	03 years service as Assistant Incharge or 05 years service as Assistant.

QUALIFICATION, EXPERIENCE AND AGE LIMIT FOR INITIAL APPOINTMENT

4. A candidate must possess the educational qualifications and must be within the age limits as mentioned against the posts concerned in the Schedule to this Notification provided that:—

- (i) the maximum age limit shall be relaxed in respect of the candidates specified and to the extent indicated in the Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993 as amended from time to time ; and

* Now Assistant Private Secretary.

- (ii) eligibility of candidates shall be reckoned, as on the closing date fixed for submission of applications in accordance with these Recruitment Rules and the Instructions issued by the Federal Government and the Federal Public Service Commission from time to time.

APPOINTMENT BY TRANSFER

5. Appointment by transfer shall be made by selection from amongst the persons holding appointment on a regular basis under the Federal Government in the same basic pay scale in which the post to be filled exists, provided that the person concerned possesses the qualifications and experience prescribed for initial appointment to the post concerned.

PROBATION

6. Persons appointed by initial appointment or promotion or transfer shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons to be recorded, or if considered necessary, it may be extended for a period not exceeding one year as may be specified at the time of appointment. Appointment or probation shall be subject to the provisions of Section 6 of the Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

7. This Notification issues with the concurrence of the FPSC vide its letter No.F.2-4/2012-RR, dated 18-04-2012 and supersedes Establishment Division's S.R.O 1077(I)/2005, dated 15-10-2005 as amended from time to time to the extent of the post of *Stenographer and Superintendent and S.R.O 99(KE)/87, dated 22nd October, 1987.

SCHEDULE

(See Rule 4)

S. No.	Designation and BPS of the post	Qualification/ Experience	Age Limit	
			Minimum	Maximum
(1)	(2)	(3)	(4)	(5)
1.	*Stenographer (BPS-16)	(i) Second class or Grade "C" Bachelor's degree from a University recognized by HEC. (ii) A minimum speed of 100/50 w.p.m in shorthand/typing respectively. (iii) Must be computer literate.	20 Years	28 Years

[Authority :— Estt.Div's S.R.O. No.526(I)/2012 dated 18-04-2012].

* Now Assistant Private Secretary.

1.3 Method and Conditions of Appointment to Posts in BPS 4 and Below

In pursuance of sub-rule (2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualifications and other conditions are laid down for appointment to the post in BPS 4 and below in the Ministries and Divisions, Attached Departments and Sub-ordinate Offices under the Federal Government:

METHOD OF APPOINTMENT

2. (1) The method of appointment to the posts shall be as follows:
- | | | |
|----|--|---|
| 1. | (i) Staff Car Driver (BPS 4)
(ii) *Omitted | 100% by initial appointment. |
| 2. | (i) Despatch Rider (BPS 4)
(ii) *Omitted | 100% by initial appointment. |
| 3. | (i) Duplicating Machine Operator (BPS 4)
(ii) Omitted | 50% by promotion,
50% by initial appointment |
| 4. | (i) Daftry (BPS 2)
(ii) * Omitted | 100% by promotion |
| 5. | (i) Qasid (BPS 2)
(ii) * Omitted | 100% by promotion. |
| 6. | Naib Qasid (BPS 1) | 100% by initial appointment including 10% by Farashes having 10 years satisfactory service. |
2. Provided that if no suitable person is available for promotion, the post or posts reserved for promotion shall be filled by initial appointment and failing that by transfer.
3. Vacancies in posts in BPS 1 and 2 shall ordinarily be filled on local basis.
4. Upto 50 per cent of the vacancies in posts in BPS 1 - 4 shall be reserved for ex-servicemen.

* Omitted *vide* SRO 1231(1)/2006.

Note: 'Qasid', literally means 'Messenger', hence Naib (Deputy/Assistant) Qasid.

CONDITIONS FOR PROMOTION

3. Promotion to the posts in column 2 below shall be made by selection from amongst the persons who hold the posts specified, in column 3 on a regular basis and possess the qualifications and experience prescribed in column 4 :-

Sl. No.	Name & BPS of the Post	Persons eligible	Conditions of eligibility
1.	Duplicating Machine Operator (BPS 4)	*[(i) Daftry (BS- 02) (ii) Qasid (BS-02)]	(i) 3 years service BPS 2 (ii) Knowledge of operating Duplicating Machine essential.
2.	Daftry (BPS 2)	** Naib Qasid (BPS 1)	3 years service in BPS 1
3.	Qasid (BPS 2)	Naib Qasid / Farash (BPS 1)	3 years service in BPS 1

QUALIFICATION, EXPERIENCE AND AGE LIMITS FOR INITIAL APPOINTMENT

4. (1) A candidate must possess the educational qualifications and experience and must be within the age limits as mentioned against the post concerned in the schedule to this notification.

(2) Provided that the maximum age limit shall be relaxable in accordance with the provisions of Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993.

(3) ***Omitted

(4) ***Omitted

(5) All the vacancies in posts in BPS 1 - 4 shall be advertised in the press.

QUALIFICATION / CONDITIONS FOR TRANSFER

5. Appointment by transfer shall be made from amongst the persons holding posts under the Federal Government on a regular basis in the same Basic Pay Scale in which the post to be filled exists provided the person concerned possesses the qualifications/experience prescribed for initial appointment or promotion to the post concerned.

* Amended vide Estt. Division's Notification S.R.O.No.1152(I)/2009 dated 31-12-2009.

** Subs. Estt. Div.'s Notification SRO 1231(1)/2006, dated 7-12-2000.

*** Omitted vide Estt. Div.'s Notification SRO 719(1)/2005, dated 13-07-2006.

PROBATION

6. Persons appointed by promotion or initial appointment or transfer shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons to be recorded or if considered necessary, it may be extended for a period not exceeding one year as may be prescribed at the time of appointment. Appointment on probation shall be subject to the provisions of section 6 of Civil Servants Act, 1973, read with rule 21 of the Civil Servants (Appointment, Promotion and Transfer), Rules, 1973.

7. The other provisions specifically applicable to the employees holding posts in BPS 1 to 4 are given in the Appendix to this Notification.

8. These rules shall not apply to those Government Organisations who have their own recruitment rules in respect of the posts included in this Notification. However, the terms and conditions specifically applicable to the said employees as given in the Appendix to these rules shall also be applicable to them.

9. This Notification issues with the concurrence of the Establishment Division (R-Wing) as contained in U.O No. F.9/4/90-R-5 dated 29th October, 1990.

SCHEDULE (See para 4)

S. No.	Designation and BPS of the post	Qualification and Experience	Max age limit
1.	Staff Car Driver (BPS 4)	(i) Primary Pass (ii) Valid driving license holder and well versed in the traffic rules.	30 years
2.	Despatch Rider (BPS 4)	(i) Primary Pass. (ii) Valid driving license holder and well versed in the traffic rules.	30 years
3.	Duplicating Machine Operator	(i) Primary Pass. (ii) Knowledge of operating duplicating machine essential.	25 years
4.	Daftry (BPS 2)	Primary Pass.	25 years
5.	Qasid (BPS 2)	Primary Pass.	25 years
6.	Naib Qasid (BPS 1)	Primary Pass.	25 years

Note – 1. The candidates should be put through an elementary test in reading and writing and an interview by the Departmental Selection Committee, Marks should be awarded in ratio of 40% for the test and 60% for interview.

Note – 2. In case of technical appointment such as Drivers, Despatch Riders, Duplicating Machine Operators *etc.* marks may be awarded in the ratio of 60% for practical and reading and writing test and 40% for interview.

- Note – 3. In case of Drivers/Despatch Riders, in addition to the routine medical examination, the report shall also cover drug addicts. Drivers/Despatch Riders shall be required to undergo such medical test every year to ensure safe driving. However, if considered necessary, the Drivers/Despatch Riders may be required to undergo the said medical examination during any period of the year in addition to their annual medical examination.
- Note – 4 *Omitted
- Note – 5 The minimum academic qualification for initial appointments to BPS 1 posts (other than the post of Naib Qasid) shall be primary pass and the maximum age limit shall be 25 years.

[Authority:– Estt. Div.'s S.R.O 1302(1)/90, dated 15th December, 1990].

1.4 Grant of BPS-17 to the Superintendent (BPS-16) in the Federal Government Ministries/Divisions/Attached Departments/Sub-ordinate Offices.

Prime Minister has been pleased to accord approval to the grant of higher time scale to the Superintendents (BPS-16) in the Federal Government Ministries/ Divisions/Attached Departments/Subordinate Offices with immediate effect as under:—

- (a) One time grant of BPS-17 to all Superintendents working in BPS-16 irrespective of their length of service.
- (b) In future three(03) years satisfactory service as Superintendent BPS-16 may be prescribed for grant of BPS-17 to them.

2. The grant of higher time scale will be subject to the following terms and conditions:—

- (i) The recruitment rules, nomenclature/tier of the posts and seniority of the Superintendents shall remain intact.
- (ii) The grant of higher time scale will be subject to fitness of candidate and recommendations of the relevant DPC.
- (iii) On grant of higher time scale pay will be fixed at the next above stage in BPS-17 and no pre-mature increment is admissible.
- (iv) On grant of higher time scale there shall be no change in the entitlement/admissibility of rental ceiling/House Rent Allowance/ Medical Allowance.

[Authority:– Finance Division (Reg. Wing) O.M. No.1(3) R-I/2010/2014 dated 10-9-2014].

*Omitted vide Estt. Div.'s Notification SRO 1231(1)/2006, dated 7-12-2006.

The Gazette of Pakistan

EXTRAORDINARY
PUBLISHED BY AUTHORITY

KARACHI, TUESDAY, APRIL 9, 1991

PART II

Statutory Notifications containing Rules and Orders issued by all Ministries and Divisions of the Government of Pakistan and their Attached and Subordinate Offices and the Supreme Court of Pakistan

GOVERNMENT OF PAKISTAN

MINISTRY OF DEFENCE

(Defence Production Division)

NOTIFICATION

Rawalpindi, the 14th March, 1991

S. R. O. 162 (KE)/91

In pursuance of sub rule (2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualifications and other conditions are laid down for appointment to the post of Telex Operator (BPS-7) in the D. P. Division under the Ministry of Defence :—

2. Method of Appointment.—The post of Telex Operator (BPS-7) shall be filled by initial appointment and failing that by transfer.

3. Qualifications, Experience and Age Limits for Initial Appointment.—A candidate must possess the educational qualifications and experience and must be within the age limits as mentioned against the post concerned in the Schedule to this notification.

Provided that the maximum age limits will be relaxed by 3 years in the case of candidates belonging to Scheduled Caste, Buddhist Community, recognised tribes of the Tribal Areas, Azad Kashmir and Northern Areas (Districts of Gilgit, Shardu and Diamir) in accordance with the instructions issued by the Establishment Division.

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Provided further that for Government Servants, who have completed at least 2 years continuous Government services, maximum age-limit may be relaxed by not more than 10 years up to the age of 55 years, wherever applicable.

4. **Qualifications/Conditions for Transfer.**—Appointment by transfer shall be made from amongst the persons holding appointment under the Federal Government on a regular basis in the same Basic Pay Scale in which the post to be filled exists provided the person concerned possesses the qualifications/experience prescribed for initial appointment or promotion to the post concerned.

5. Persons appointed by initial appointment or transfer shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons to be recorded and considered accordingly, or may be extended for a period not exceeding one year as may be prescribed at the time of appointment. Appointment on probation shall be subject to the provisions of Section 6 of Civil Servants Act, 1973, read with rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

6. This Notification issued with the concurrence of the Establishment Division vide O.M. No. 5/2/90-R. 5, dated 2nd March, 1991.

Sl. No.	Designation and BPS of the post	Qualifications and Experience	Maximum age-limit
1	2	3	4
1.	Telex Operator (BPS-7)	(i) Matric (ii) 2 years experience in the related field.	25 years

NURUL HASAN,
Section Officer.

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

F. No. 8/43/2003-R-1

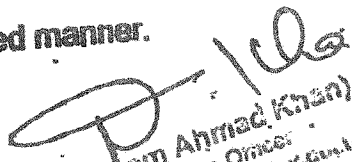
Islamabad, the 06th January, 2005


OFFICE MEMORANDUM

Subject: UP-GRADATION OF THE POSTS OF TELEX OPERATORS (FROM BS-07 TO BS-11) IN MINISTRIES / DIVISIONS / DEPARTMENTS

The undersigned is directed to state that in order to bring uniformity in the pay scales of Telex Operators in different Ministries / Divisions / Departments, it has been decided in consultation with Finance Division to up-grade the posts of Telex Operators from BS-7 to BS-11.

2. Ministries / Divisions are requested to amend the Recruitment Rules of Telex Operators with concurrence of Establishment Division and fill the up-graded posts in prescribed manner.


Waqar Ahmad Khan
Section Officer
Ministry of Defence Production
Rawalpindi


(ASIF MAHMOOD)
SECTION OFFICER

All Ministries / Divisions
Rawalpindi / Islamabad.

GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE PRODUCTION

NOTIFICATION

Rawalpindi, the Oct., 2020

SRO No. _____ in exercise of powers conferred by Sub-rule (2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following amendments shall be made in the Recruitment Rules of Ministry of Defence Production notified vide SRO. 162(KE)/91, dated 14th March, 1991, namely:-

In the aforesaid Recruitment Rules:

- a. The words/bracket/figures "Telex Operator (BS-07)" wherever occurring shall be substituted with the words/brackets/figures "Telex Operator (BS-11)".
- b. Under Rule 2, (Method of Appointment) following proviso shall be inserted:-

"Provided further that initially, the upgraded posts shall be filled in by the existing incumbents of the upgraded posts in the manner prescribed in Establishment Division's D.O. letter No. 8/36/2000-R-I, dated 31.12.2008".


- c. In schedule under column 3 against Sl.No.1 the existing entries shall be substituted with the following:-

"FA or equivalent Qualification from a recognized Board of Secondary Education with two (2) year experience in relevant field".

2. This Notification issues with concurrence of the Establishment Division vide O.M No. 5/2/90-R-V dated 8th Oct., 2020.

No. F. 4/4/1992/DP-2

(Name and Designation of the issuing authority)


(Muhammad Awais Qarni)
Section Officer (Admn)
Ministry of Defence Production
Ph: 9272094

021-99232592
M. Faheem

Attn: Mr. Waheed Akbar
Section Officer

613

REGISTERED No. M-302

The Gazette of Pakistan

EXTRAORDINARY

PUBLISHED BY AUTHORITY

KARACHI, SATURDAY, NOVEMBER 27, 2004

PART II

Statutory Notifications containing Rules and Orders issued by all Ministries and Divisions of the Government of Pakistan and their Attached and Subordinate Offices and the Supreme Court of Pakistan

GOVERNMENT OF PAKISTAN

MINISTRY OF DEFENCE PRODUCTION

NOTIFICATION

Rawalpindi, the 8th November, 2004

S.R.C. 112 (RP)/2004:

In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualification and other conditions are laid down for appointment to the post of Security System Operator (BPS-7) in the Ministry of Defence Production :—

2. ~~Method of Appointment~~—The posts mentioned above shall be filled by initial appointment and failing that by transfer.

3. ~~Qualifications, Experience and Age Limit for Initial Appointment~~—On the closing date for receipt of applications as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualification and experience and must be within the age limit as mentioned against the post concerned in the schedule to this Notification.

(463)

Price : Rs. 2.00

6/11 (14)

THE GAZETTE OF PAKISTAN, EXTRA., NOV. 27, 2004 [PART II

Provided that the maximum age limits shall be relaxable in accordance with the initial appointment to Civil Posts (relaxation of upper age limit) Rules, 1993, as amended from time to time.

4. **Qualifications/Conditions for Appointment by Transfer.**—Appointment by transfer shall be made in accordance with the provision of Rule 9 of Civil Servant (Appointment, Promotion and Transfer) Rules, 1973.

5. **Probation.**—Persons appointed by initial appointment or transfer shall be on probation according to the provision of Section 6 of Civil Servant Act, 1973 read with Rule 21 of the Civil Servant (Appointment, Promotion and Transfer) Rules, 1973.

6. This Notification issues with the concurrence of Establishment Division vide their O. M. No. 5/2/2004-R. 5, dated 28th October, 2004.

SCHEDULE

(See Rule 3)

S.No.	Designation and BPS of the Post	Qualification/Experience	Age Limits	
			Min.	Max.
1.	Security System Operator (B-7).	(i) Matric. (ii) Computer literate with a Certificate from a recognized institute.	18	25 Years

(No. F. 4/4/2004/DP-2)

ASIF RAUF,
Section Officer

(56)

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION


No. 8/35/2016-R-6

Islamabad, the 02nd December, 2016

OFFICE MEMORANDUM

Subject: - UP-GRADATION OF THE POST OF SECURITY SYSTEM OPERATOR
FROM BS-7 TO BS-09

The undersigned is directed to refer to the Ministry of Defence Production's O.M. No. 4/5/2014/DP-2, dated 7th November, 2016 on the above subject and to convey approval of Establishment Division for up-gradation of the post of Security System Operator from BS-7 to BS-09 subject to the concurrence of Finance Division, amendment in the Recruitment Rules and filling up the up-graded posts in the manner prescribed in this Division's d.o. letter No. 8/36/2000-R-I, dated 31-12-2008.


(Tahir Jamil Ahmed)
Section Officer
Ph: 9103655

Ministry of Defence Production,
(Mr. Waheed Akbar,
Section Officer,
Government of Pakistan,
Rawalpindi.

4/5/14/DP-2

Government of Pakistan
Finance Division
(Regulations Wing)

F.No.1(2)R-I/2017-71

Islamabad, the 28th February, 2017.

OFFICE MEMORANDUM

Subject:- UP-GRADATION OF THE POST OF SECURITY SYSTEM OPERATOR FROM BPS-07 TO BPS-09 IN MINISTRY OF DEFENCE PRODUCTION

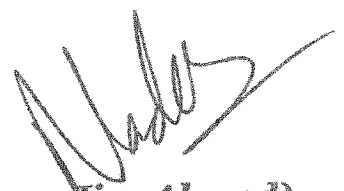
The undersigned is directed to refer to Ministry of Defence Production's O.M.No.4/5/2014/DP-2 dated 3rd February, 2017 on the subject cited above and to convey approval of Finance Division for up-gradation of the post of Security System Operators from BPS-07 to BPS-09, in Ministry of Defence Production subject to amendment in the Recruitment Rules and filling up the upgraded posts in the manner prescribed in Establishment Division's D.O. letter No.8/36/2000/R-I dated 31-12-2008.

Dy.No. 571/13/DP-2

Dated 28/2/2017

3/3

Ministry of Defence Production,
(Mr. Muhammad Moosa),
Section Officer,
Government of Pakistan,
Rawalpindi


(Nadeem Ijaz Ahmed)
Section Officer(R-I)

REGISTERED No. M - 302
L-7646

The Gazette of Pakistan

**EXTRAORDINARY
PUBLISHED BY AUTHORITY**

ISLAMABAD, MONDAY, FEBRUARY 11, 2019

PART II

Statutory Notifications (S.R.O.)

**GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE PRODUCTION**

NOTIFICATION

Rawalpindi, the 6th February, 2019

S. R. O. 220(I)/2019.—In pursuance of Sub-Rule (2) of Rule 3 of the Civil Servant (Appointment, Promotion and Transfer) Rule, 1973, the following method, qualification and other conditions are laid down for appointment to the post of Telecommunication Technician (BPS-8) in the Ministry of Defence Production Secretariat Rawalpindi.

METHOD OF APPOINTMENT

2. The post of Telecommunication Technician (BPS-8) shall be filled by initial appointment and failing that by transfer.

QUALIFICATIONS/CONDITIONS FOR TRANSFER

3. Appointment by transfer shall be made from amongst the persons holding appointment on a regular basis in the same Basic Pay Scale in which the post to be filled exists, provided the person concerned possesses the qualifications / experience prescribed for initial appointment to the post concerned.

(335)

Price Rs : 5.00

[209(2019) Ex. Gaz.]

QUALIFICATIONS / EXPERIENCE AND AGE LIMITS FOR INITIAL APPOINTMENT

4. A candidate must possess the educational qualifications and experience and must be within the age limits as mentioned in the Schedule to this Notification.

5. Provided that the maximum age limits will be relaxed by 3 years in the case of candidates belonging to Scheduled Castes, Budhist Community, recognized tribes of the Tribal Area, Azad Kashmir and Northern Areas (Districts of Gilgit, Skardu and Diamir) in accordance with the instructions issued by the Establishment Division.

6. Provided further that for Government servants who have completed at least 2 years Government service, maximum age limit may be relaxed by not more than 10 years upto the age of 55 years, whichever applicable.

PROBATION

7. Persons appointed by initial appointment or transfer shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons, to be recorded; or, if considered necessary it may be extended for a period not exceeding one year as may be prescribed at the time of appointment. Appointment on probation shall be subject to the provision of Section 6 of Civil Servants Act, 1973.

8. This Notification issues with the concurrence of Establishment Division *vide* their O.M. No. 5/5/87-R.5 dated 2nd September, 1987.

SCHEDULE

(See Rule 3)

S. No.	Designation and BPS of the post	Qualification and Experience	Age Limit	
			Min.	Max.
1.	Telecommunication Technician (BPS-8)	Matriculation with Science or equivalent qualification from a recognized Board of Secondary Education with three years' experience as Lineman/ Wireman of Telephones.	18	25

[No. 8-1/2018/DP-4.]

WAHEED AKBAR,
Section Officer.

29/07/05
AT 9/15

617 (11)

The Gazette of Pakistan



EXTRAORDINARY
PUBLISHED BY AUTHORITY

KARACHI, THURSDAY, JULY 14, 2005

PART II

Statutory Notifications containing Rules and Orders issued by all Ministries and Divisions of the Government of Pakistan and Suij Attached and Subordinate Offices and the Supreme Court of Pakistan

GOVERNMENT OF PAKISTAN

MINISTRY OF DEFENCE

(Defence Production Division)

NOTIFICATION

Rawalpindi, the 11th June, 2005

S.R.O. 96 (KE) 2005 :

In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualification and other conditions are laid down for appointment to the post of Telephone Technician Helper (BPS-5) in the Ministry of Defence Production:—

S. No.	Designation of Post	BPS
1.	Telephone Technician Helper.	05

2. Method of appointment.—The post mentioned above shall be filled by initial appointment and failing that by transfer.

29/7/05
SRO-2

(329)
19/9

3. **Qualification, Experience and Age Limit for Initial Appointment.**—On the closing date for receipt of applications as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualification and experience and must be within the age limit as mentioned against the post concerned in the Schedule to this Notification.

Provided that the maximum age limit shall be relaxable in accordance with the Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993, as amended from time to time.

4. **Qualifications/Conditions for Appointment by Transfer.**—Appointment by transfer shall be made in accordance with the provision of Rule 9 of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

5. **Probation.**—Persons appointed by initial appointment or transfer shall be on probation according to the provisions of Section 6 of Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

6. This Notification issues with the concurrence of Establishment Division vide their O.M. No. 5/5/87-R.5, dated 23rd May, 2005.

SCHEDULE

(See Rule 3)

S.No.	Designation and BPS of the post	Qualification Experience	Age Limits	
			Mini.	Maxi.
1.	Telephone Technician Helper (BPS-5)	(i) Matric with Science. (ii) One year experience in the relevant field.	18 years	25 years

(No. F. 4/4/2004/DP-2)

ASIF RAUF,
Section Officer.

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No. 8/23/2016-R-6 (Pt-II)

Islamabad, the 06th February, 2019.

OFFICE MEMORANDUM

Subject: - UP-GRADATION OF POSTS OF TELECOMMUNICATION
TECHNICIAN FROM BS-8 TO BS-11 AND TELEPHONE
TECHNICIAN HELPER FROM BS-05 TO BS-9.

The undersigned is directed to refer to Ministry of Defence Production's O.M No.4/3/2012/DP-2 dated 25th June, 2018 on the subject noted above and to convey the approval of Establishment Division for upgradation of the following posts in Ministry of Defence Production:-

S. No.	Designation of Post	Existing BPS	Up-graded BPS	Remarks
1.	Telecommunication Technician	BPS-08	BPS-11	Enhancement of Qualification from Matric to Intermediate.
2.	Telephone Technician Helper	BPS-05	BPS-09	-

2. The above up-gradation will be subject to fulfillment of all procedural & codal formalities, concurrence of Finance Division, framing/amendment in the Recruitment Rules and filling up the up-graded posts in manner prescribed as per this Division's U.O letter No.8/36/2000-R-I dated 31-12-2008 (copy enclosed).

(IHSANUD DIN)
SECTION OFFICER(R-VI)

Ministry of Defence Production,
(Mr. Waheed Akbar),
Section Officer,
Government of Pakistan,
Rawalpindi.

W. Akbar
28/2/19

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*17/02/19 356/DP-1/19
27-2-19*

(15)

Government of Pakistan
Finance Division
(Regulations Wing)

F.No.1(1)R-I/2019-149

Islamabad, the 22nd November, 2019.

OFFICE MEMORANDUM

Subject:- UPGRADATION OF POSTS OF TELECOMMUNICATION TECHNICIAN (BPS-08) AND TELEPHONE TECHNICIAN HELPER (BPS-05) ALONGWITH INCUMBENTS FROM (BPS-08) TO (BPS-11) AND (BPS-05) TO (BPS-09) IN MINISTRIES/DIVISIONS/DEPARTMENTS

The undersigned is directed to refer to Ministry of Defence Production's O.M.No.4/3/2012/DP-2 dated 9th May, 2019 on the subject cited above and to convey approval of Finance Division for up-gradation of the following posts in Ministry of Defence Production:-

S.No.	Designation of Post	Existing BPS	Upgraded BPS	Remarks
1.	Telecommunication Technician	BPS-08	BPS-11	Enhancement of qualification from Matric to Intermediate
2.	Telephone Technician Helper	BPS-05	BPS-09	---

2. The above upgradation will be subject to fulfillment of all procedural & codal formalities, framing/amendment in the Recruitment Rules and filling up the upgraded posts in manner prescribed as per Establishment Division's D.O. letter No.8/36/2000/R-I dated 31-12-2008.

3. No additional funds will be provided for the said upgradation.


(Saadia Kanwal)
Section Officer(R-I)

Ministry of Defence Production,
(Mr. Naeem Ahmed Khan),
Section Officer,
Government of Pakistan,
Rawalpindi

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