

THE BALOCHISTAN PRISONS DEPARTMENT
(BPS-16 AND ABOVE)
SERVICE RULES, 2017

Service Rules No. XXIV of 2017

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THE BALOCHISTAN PRISONS DEPARTMENT
(BPS-16 AND ABOVE)

" These rules have been issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR-II (9)33/2017-S&GAD/1547-96, dated 3rd March, 2017; published in the Balochistan Gazette (Extraordinary) No. 50, dated 3rd March, 2017.

SERVICE RULES, 2017

NOTIFICATION

[3 March, 2017}

No. SOR-II (9)33/2017-S&GAD/1547-96. In exercise of powers conferred by Section 25 of the Balochistan Civil Servants Act, 1974', (Act No. IX of 1974), the Government of Balochistan is pleased to make the following rules regulating the recruitment to the Balochistan Prisons Department (BPS-16 and above) Service, and prescribing conditions of service for the persons appointed thereto, namely: —

THE BALOCHISTAN PRISONS DEPARTMENT (BPS-16 AND ABOVE) SERVICE RULES, 2017

Service Rules No. XXIV_of 2017

PART I— GENERAL

1. Short title and commencement.— (1) These rules may be called "the Balochistan Prisons Department (BPS-16 and above) Service Rules, 2017".

(2) They shall come into force at once.

2. Definitions. — (1) In these rules, unless there is anything repugnant in the subject

or context, —

(a) "Act" means the Balochistan Civil Servants Act, 1974? (Act No. IX of 1974);

(b) "Appendix" means the Appendix annexed to these rules;

(c) "Appointing Authority" means the appointing authority as specified in rule 4;

(d) "Board" means a Board of Intermediate and Secondary Education established by law in Pakistan or any other educational authority or institution declared by Government in consultation with Commission to be a Board for the purpose of these rules;

(e) "Basic Pay Scales (BPS)" means the Basic Pay Scale of a post as specified in column 2 of the Appendix and such other post in the Service as may be specified by the Government from time to time for the purpose of these rules;

(f) "Commission" means the Balochistan Public Service Commission';

1 Balochistan Act IX of 1974; passed by the Balochistan Assembly on 19" June, 1974; assented to by the Governor of Balochistan; and published in the Balochistan Gazette (Extraordinary) No. 41 dated 20" July, 1974.

Commission constituted under the Balochistan Public Service Commission Act, 1989 (Act II of 1989); published in the

Balochistan Gazette (Extraordinary) No. 88, dated 23" May, 1989; and earlier to that constituted under the Balochistan Ordinance II of 1978 (repealed) and the Balochistan Act IV of 1974 (repealed).

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(g) "Department" means the Balochistan Home and Tribal Affairs

Department?;

(h) "Government" means the Government of Balochistan;

(i) "Initial recruitment" means appointment made otherwise than by

promotion or transfer from another Service/ Department/Post;

(Gj) "Post" means a post specified in column 2 of the Appendix and such other post in the Service as may be specified by the Government from time to time for the purpose of these rules;

(k) "Provincial Selection Board" means a Board constituted by Government under rule 6-A of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 20097;

(1) "Recognized Institute" means any institute established by law in Pakistan or any other Institute declared by the Government in consultation with the Commission to be a recognized Institute for the purpose of these rules;

(m) "Recognized University" means any University established by law in Pakistan or any other University declared by the Government in consultation with the Commission to be a recognized University for the purpose of these rules;

(n) "Rules" means the Balochistan Prisons Department, (BPS-16 and above) Service Rules, 2017;

(0) "Service" means the Balochistan Prisons Department, (BPS-16 and above) Service; and

(p) "Subordinate Service" means the Balochistan Prisons Department (BPS-1 to 15) Service'.

(2) Words and expressions used but not defined herein above sub-rule (1), unless the context otherwise requires, shall have the same meanings as assigned to them in the Act.

PART II— RECRUITMENT

3. Eligibility and Composition of the Service. — (1) No person who is married to a foreign national shall be eligible for appointment to the Service.

(2) The restriction imposed hereinabove sub-rule (1), may be relaxed by Government in case of a person who is married or proposed to marry a foreign national of any country recognized by the Government of Pakistan.

(3) The Service shall comprise of the posts as specified in column 2 of the Appendix and such other posts as may be determined by Government from time to time.

An Administrative Department of the Government of Balochistan, see S. No. 16, Schedule II of the Balochistan Government

Rules of Business, 2012, published in Balochistan Gazette (Extraordinary) No. 115, dated 14 December, 2012.

Rules issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SORI-5(13)1/S&GAD/2007/1857-1956, dated 27th October, 2009; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 27th October, 2009.

For its Service Rules see Balochistan Service Rules No. VI of 2017, issued by S&GAD, Government of Balochistan, vide its Notification No. SOR-II (9)2/2017-S&GAD/467-516, dated 3rd February, 2017; published in the Balochistan Gazette (Extraordinary) No. 26, dated 3 February, 2017.

4. Appointing Authority. — Appointment to the posts in the Service shall be made by the appointing authority as specified in rule 4 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009!.

5. Method of Recruitment.— (1) The appointment to the posts and Basic Pay Scales of the post in the Service shall be as specified in column 4 of the Appendix.

(2) All the posts for initial recruitment shall be filled from amongst the candidates domiciled/local of Balochistan.

6. Age. —No person, who is less than 18 years or more than 28 years of age shall be appointed to the Service by initial recruitment:

Provided that only the upper age limit may be relaxed in terms of rules 3 and 4 of the Balochistan Government Initial Appointment to Civil Service Posts (Age and Relaxation of Upper Age Limit), Rules, 2012!.

7. Qualification. — (1) No person shall be appointed to a post and Basic Pay Scale in Service by Initial recruitment, unless he possesses the qualifications prescribed for the post in column 3 of the Appendix.

(2) No person, not already in Government Service, shall be appointed to the Service unless he produces a certificate of character from the Principal/Academic Officer of the academic institution last attended and also certificates of character from two other responsible persons/gazetted officers, not being his relatives and who are well acquainted with his character and antecedents.

(3) No person shall be appointed by initial recruitment to the Service unless he is declared to be physically fit by the Medical Board constituted by the Government for the purpose or a Government Medical Officer not below the rank of District Health Officer, as the case may be.

PART II — CONDITIONS OF SERVICE

8. Probation. — A person appointed to a post in the Service on regular basis shall remain on probation for a period as prescribed in rule 2-A of the Balochistan Civil Servants (Confirmation) Rules, 20127.

9. Confirmation. — After satisfactory completion of the probationary period, a civil servant appointed on probation under rule 8, provided that he holds a substantive post, shall be eligible for confirmation in service or a post or a Basic Pay Scale as prescribed in rule 20 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009° and in rule 3 of the Balochistan Civil Servants (Confirmation) Rules, 2012!.

10. Seniority. — (1) The inter se seniority of the members of the Service appointed to the posts in the same Basic Pay Scale shall be determined as prescribed in rule 21

Rules issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. S.O (R-D 3 (12)/2013-S&GAD/808-907, dated 25" February, 2013; and published in the Balochistan Gazette (Extraordinary) No. 35, dated 25" February, 2013.

Rules issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. S.O. (R-1)1(16)/2012-S&GAD/961-1060, dated 16" April, 2012; and published in the Balochistan Gazette (Extraordinary) No. 29, dated 16" April, 2012.

Rules issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SORI-5(13)1/S&GAD/2007/1857-1956, dated 27" October, 2009; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 27" October, 2009.

of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009? and in the Balochistan Civil Servants (Seniority) Rules, 2008'.

11. Liability to Transfer and Serve.— The members of the Service shall be liable to

(a) transfer anywhere in Balochistan; and

(b) to serve in any department of Government or any local authority or statutory

body setup or established by Government:

Provided that where a member of the Service is required to serve in a post outside his Service or cadre, his terms and conditions of service as to his pay shall not be less favourable than those to which he would have been entitled, if he has not been so required to serve.

12. General Rules. — In all matters not expressly provided for in these rules, members of the Service shall be governed by such rules as have been or may hereafter be prescribed by the Government and made applicable to them.

13. Relaxation. — Any provision of these rules, for reasons to be recorded in writing, may be relaxed in individual cases, if Government is satisfied that a strict application of the rules would cause undue hardship to the individual concerned:

Provided that wherever such relaxation involves a question on which consultation with the Commission is mandatory, the Commission shall be consulted before the relaxation is made.

14. Delegation. — The Government may delegate all or any of its powers under these rules, to any officer subordinate to it.

15. Repeal. — The Balochistan Prisons Department (Grade-16 and above) Service Rules, 19837, are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN

CHIEF SECRETARY
GOVERNMENT OF BALOCHISTAN

(See Appendix on next page)

1 Rules issued by the Services and General Administration Department, Government of Balochistan, , vide its Notification

No.SORI.1(17)S&GAD/2007/929-1030 dated 25th August, 2008; and published in the Balochistan Gazette (Extraordinary) No 222, dated 25" August, 2008.

? These rules were issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR(2)44/S&GAD-81, dated 31' December, 1983. Now repealed by R.15.

APPENDIX

{See Rules 2 (1) (b) 3 (3), 5 & 7 (DL
Serial | Nomenclature and Minimum qualification for Method of recruitment
No. basic pay scale initial recruitment
(BPS) of the Post

Inspector General By promotion from
of Prisons, amongst the members of
the Service holding the
post of Deputy Inspector
General Prisons (BPS-19)
having at least seventeen
(17) years' service in (B-
(BPS-20).

17) and = above, on
seniority cum fitness
basis; and

In case of non availability
of suitable candidates the
post shall be filled by
transfer from BS-20 BCS
Officers.

the post of Superintendent
(BPS-17) having at least twelve
(12) years' service in (B-17)

(BPS-19).

and above, on seniority cum
fitness basis.

Assistant Inspector 80% by promotion from
General of Prisons, amongst the members of
(Admn: and the Service holding the
Finance) post of Deputy
Superintendent (BPS-17)
having at least five (5)
years' service, on

(BPS-18).

seniority cum fitness
basis; or

By transfer of
Superintendent Jail (B-

Deputy Inspector By promotion from amongst the

General of Prisons, members of the Service holding

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Assistant Inspector
General of Prisons,
(Judicial)

(BPS-18).

Superintendent Jail
(BPS-18).

Law Officer,

(BPS-18).

Deputy
Superintendent Jail
(BPS-17).

Bachelor's Degree at least
in Second Division in
Sociology/ Social Work
from a recognized
University; and

Six months' post
service/recruitment

mandatory training from
National Academy for

Prison Administration

18); and

20% by promotion from
amongst the members of
the Service holding the
post of Accounts Officer
(BPS-17) having at least
five (5) years' service, on
seniority cum fitness
basis.

By promotion from
amongst the members of
the Service holding the
post of Deputy
Superintendent (BPS-17)
having at least five (5)
years'

seniority

service, on
cum fitness
basis; or

By transfer of
Superintendent Jail (BPS-
18).

By promotion from amongst the
members of the Service holding
the post of Deputy
Superintendent Jail (BPS-17)
having at least five (5) years'
service, on seniority cum fitness
basis.

By transfer from amongst the
Assistant District Attorney
(BPS-18) of Law Department.

70% by promotion from
amongst the members of
the Service holding the
post of Assistant
Superintendent Jail (BPS-
16) having at least three
(3) years' service, on
seniority cum fitness
basis; and

Lahore. (b) 30% by initial recruitment.

Accounts Officer

(BPS-17).

By promotion from amongst the members of the Service holding the post of Assistant Accounts Officer (BPS-16) having at least three (3) years' service, as such, on seniority cum fitness basis.

Administrative By promotion from amongst the Officer, members of the Service holding (BPS-17). the post of Superintendent (BPS-17) having at least three (3) years' service, as such, on seniority cum fitness basis.

Data Base Master's Degree at least | (a) By initial recruitment; or Administrator, in Second Division in IT/

C Sc; / (b) by transfer from IT (BPS-17). omputer cience

. ; Department.
Software Engineering

from a recognized
University; or

Bachelor's Degree (4-years') at least in Second Division in Computer Science/IT /Information System from a recognized University; Oracle Certified Professional (OCP) Microsoft Certified Database Administrator (MCDBA)/ Teradata Certified Professional will be preferred; and

having at least five (5) years' relevant Professional experience of Oracle/ Teradata/MS-SQL on Solaris/ Windows/ Linux. Must

also. know how _ to
document various phases

of System Development

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Life Cycle (SDLC) with
respect to database
normalization.

Assistant Network Master's Degree at least | (a) By initial recruitment; or

Administrator, in Second Division in IT/ (b) by transfer from LT

Computer Science/ Department.

(BPS-17). OT
Software Engineering
from a recognized

University; or

Bachelor's Degree (4-
years') at least in Second
Division in Computer
Science/IT /Information
System from a recognized
University; or

Bachelor Engineering
Degree at least in Second
Division in Computer
Systems/Computer
Information System/
Information and
Communication System
from a recognized
University; and

having valid registration
with Pakistan Engineering
Council;

Cisco Certified Network
Administrator (CCNA) or
Microsoft Certified
System Engineer (MCSE)
is prerequisites; and

having at least two (2)
years' of relevant
experience on Windows/
Solaris/ Linux _ based
environment.

Medical Officer By transfer from amongst the
(Male/Female), Medical Officer of the Health

(BPS-17). Department.

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Superintendent,

(BPS-17).

Private Secretary,

(BPS-17).

Assistant
Superintendent Jail,

(BPS-16).

Assistant Accounts
Officer,

(BPS-16).

Bachelor's Degree at least
in Second Division from a
recognized § University;

and

six months' post service/
recruitment mandatory
training from National
Academy for Prison
Administration Lahore.

Bachelor's Degree at least
in Second Division in
Commerce (B.Com) from

a recognized University;
or

Bachelor's Degree at least
in Second Division in
Business Administration

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By promotion from amongst the
members of the Service holding
the post of Assistant (BPS-16)
having at least three (3) years'
service, as such, on seniority
cum fitness basis.

By promotion from amongst the

members of the Service holding the post of Assistant Private Secretary (BPS-16) having at least three (3) years' service, as such, on seniority cum fitness basis.

70% by initial recruitment; and

30% by promotion from amongst the members of the Subordinate Service holding the post of Chief Warder (BPS-11) and possessing the Secondary School Certificate having at least three (3) years' service, and have successfully passed six months' post service/recruitment mandatory training from National Academy for Prison Administration Lahore, on seniority cum fitness basis.

By initial recruitment.

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Medical Laboratory
Technologist,

(BPS-16).

Assistant Private
Secretary,

(BPS-16).

Assistant,

(BPS-16).

Computer
Operator,

(BPS-16).

Bachelor's Degree from a
recognized § University;

and

having at least three
months Office
Automation Certificate in
computer operations from

a recognized Institute.

Bachelor's Degree at least in
Second Division in Computer

Science or IT or equivalent

qualification in the relevant
subject from a
University.

recognized

By promotion from amongst the
members of the Service holding
the post of Laboratory
Technician (BPS-9) having at
least five (5) years' service as
such, on seniority cum fitness
basis.

By promotion from amongst the members of the Service holding the post of Stenographer (BPS-14) having at least three (3) years' service as such, on seniority cum fitness basis.

(a) 70% by promotion from amongst the members of the Service holding the post of Senior Clerk (BPS-14) having at least three (3) years' service as such, on seniority cum fitness basis; and

30% by recruitment.

initial

70% by promotion from amongst the members of the Service holding the post of Assistant Computer Operator (BPS-12) having at least three (3) years' service as such, on seniority cum fitness basis; and

30% by recruitment.

initial