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BALOCHISTAN PROVINCIAL ASSEMBLY SECRETARIAT.

NOTIFICATION.

Dated Quetta, the 84 June, 2009.

BALOCHISTAN PROVINCIAL ASSEMBLY SECRETARIAT.

NOTIFICATION.

Quetta, the 82 June, 2009.

No. Admn:1(16)/73. In exercise of the powers conferred by clause (3) of Article 87 of the Constitution of the Islamic Republic of Pakistan, 1973, read with Article 127, the Speaker with the approval of the Governor of Balochistan, is pleased to make the following rules regulating the recruitment of persons to the Secretariat of the Provincial Assembly of Balochistan, namely:-

PART-I PRELIMINARY.

1. Short title and commencement.

(1) These rules may be called the Balochistan Provincial Assembly Secretariat (Recruitment) Rules, 2009.

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(2) They shall come into force at once.

Definitions.

(1) In these rules, unless there is anything repugnant in

the subject or context —

(a)

(b)

“Appointing Authority” means the authority competent to make an appointment under rules 10;

“Provincial Assembly” means _ Provincial Assembly of Balochistan;

“Constitution” means the Constitution of Islamic Republic of Pakistan, 1973;

“Employee” means a person appointed to a post;

“Government” means the Government of Balochistan;

“Finance Committee” means the Finance committee of the Assembly constituted under Article 88 of the Constitution read with Article 127 thereof;

“Post” means a post in the Secretariat;

“Provincial Secretariat” means the departments of the Provincial Government when referred to collectively;

“Schedules” means schedules “A”, “B” and “C” annexed to these rules;

“Secretariat” means the Balochistan Provincial Assembly Secretariat;

“Secretary” means the Secretary of the Assembly, and includes any person for the time being performing the duties of the Secretary;

“Speaker” means the Speaker of the Assembly;

“Recognized Institute/University” means any Institute / University recognized by the Government; and

“Service” means the Balochistan Provincial
Assembly Secretariat Service.

(2) All words and expressions used but not defined in these rules, shall unless the context otherwise requires have the meanings assigned to them in the Constitution.

PART - II THE SECRETARIAT.

3. Secretariat.

There shall be a Secretariat headed by the Secretary.

4. Eligibility & Composition of Service.

(1) No person who is married to a foreign national shall be eligible for appointment to the Service.

(2) The restriction imposed by sub-rule (1) above may be relaxed by the Speaker in special circumstances as per policy of the Government.

(3) No person shall be eligible to the Service until he possesses a local/domicile certificate of Balochistan Province.

(4) Age- No person who is less than eighteen years of more than thirty years of age shall be appointed to the Service by initial recruitment, provided that —

(a) In case of a person whose service under the Government have been terminated for want of a vacancy, the period of service already rendered by him, shall for the purpose of upper age limit under this rule be excluded from his age; and

(b) The Speaker may relax upper age limit upto ten years.

PART-III RECRUITMENT.

5. Methods of recruitment.

(1) Recruitment to a post or class of posts may be made by one or more of the following methods, namely:-

(a) by promotion;
(b) by transfer; and

(c) by initial recruitment.

(2) Notwithstanding anything contained in these rules -

(a)

short term vacancies. reserved for initial recruitment may be filled by promotion or transfer; and

(b) if no suitable person is available for promotion or transfer, the vacancy may be filled by initial recruitment.

6. By promotion.

(a) Promotion to a post may be made —

(i) In the case of a selection post, on the basis of selection on merit; and

(ii) In the case of a non-selection post, on the basis of seniority-cum-fitness.

(b) Promotion of a person from one to another post

shall be made on the recommendation of a Promotion Committee consisting of not less than three members to be constituted —

(i) in the case of posts in B-16 and above, by the Speaker; and

(ii) in the case of all other posts, by the Secretary.

1/An employee who remained without promotion in the same pay scale, whether holding promotion or non-promotion post, may be granted maximum two (2) steps time scale promotions on the recommendations of relevant Promotion Committee on completion of each eight (8) years' satisfactory service as such:

Provided that no arrears shall be admissible for the period prior to the date of enforcement of this amendment, in any case where it might have retrospective effect:

Provided further that for the _ serving employee, time period with regard to previous grant of higher pay scale shall be deemed protected under this clause and where in certain

* sub-rule (c) of Rule-6 added vide Notification No. Admn: I(16) /73 dated 19» October, 2020.

10.

case it be inconsistent with formula under new arrangement or it be against the interest of an employee, such time period shall, on written request, be re-adjusted symbolically to cover merely the previous gap in length of service, if any:

Provided also that such grant of higher pay scale shall not be awarded beyond BPS-19 and the employee getting time scale promotion shall neither claim nor be entitled to up-gradation or seniority over those who are already working on permanent posts. |

By transfer.

Appointment by transfer shall be made with the concurrence of Government.

By initial recruitment.

(a) Appointment by initial recruitment to posts in B-16 and above shall be made on_ the 1st recommendation of Balochistan Public Service Commission. |

(b) Appointment by initial recruitment to posts other than those referred to in sub-rule (a) shall be made on the recommendations of a Selection Committee consisting of not less than three members, to be constituted by the Secretary.

Qualification for appointment.

The qualification, experience and age for appointment to the various categories of posts by promotion or otherwise shall be the same as mentioned in the relevant schedule against such posts.

Appointing Authority.

Appointment to all posts in B-16 and above shall be made by the Speaker and appointment to all other posts shall be made by the Secretary on the recommendations of the respective Committee.

* Sub-rule (a) of Rule 8 partially amended vide Notification No. Admn: I(16) /73/7966 dated 06 February, 2017.

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11.

12.

Probation.

(1) A person appointed to the service against a substantive post by initial recruitment or by transfer shall remain on probation for a period of one year.

(2) If the work or conduct of holder of the post during the period of probation has, in the opinion of the appointing authority, not been satisfactory, the appointing authority may, notwithstanding that the period of probation has not expired dispense with his services if he has been appointed by initial recruitment and if he has been appointed by transfer revert him to his former post/department.

(3) On the satisfactory completion of the period of probation, the appointment authority may confirm a probationer in his appointment provided a clear vacancy exists.

Seniority. The inter se seniority of the service in various posts shall be determined in following manners:-

Seniority on initial appointment.

(1) Persons appointed by initial recruitment on the recommendations of the Selection Committee through an earlier open advertisement shall rank senior to those appointed through a subsequent open advertisement.

(2) If two or more persons are recommended in open advertisement by the Selection Committee their inter-se seniority shall be determined in order of merit assigned by the Selection Committee.

(3) If only one candidate is recommended in open advertisement by the Selection Committee, his seniority shall be counted from —

(a) The date of recommendation by the Selection Committee, if he was already holding the same post on temporary basis: and

(b) The date of his joining the post after being recommended by the Selection Committee if he was not already holding the same post.

Seniority on promotion.

Seniority in a service, cadre or post to which an employee is promoted shall take effect from the date of regular promotion to that service, cadre or post provided that —

- (1) Employees selected for promotion to higher posts on an earlier date shall be senior to those selected for such promotion a later date.
- (2) Employees selected for promotion to higher posts in one batch, shall on their promotion to the higher posts, retain their inter-se seniority as in the lower posts; and
- (3) Employees eligible for promotion who could not be considered for promotion in the original reference in circumstances beyond their control or inadvertently omitted from consideration in the original reference when they are subsequently considered and approved for promotion or whose cases were deferred while their juniors were promoted to the higher posts, shall on promotion, without supersession take their seniority with the original batch.

Seniority on appointment by transfer.

Seniority in a service, cadre or post to which an employee is appointed by transfer shall take effect from the date of regular appointment to the service, cadre or post:

Provided that —

- (1) Persons belonging to the same service, cadre or post selected for appointment by transfer to a service, cadre or post in one batch shall, on their appointment, take inter-se seniority in the order of their date of regular appointment in their previous service, cadre or post; and
- (2) Persons belonging to different services, cadres or posts selected for appointment by transfer in one batch shall take their inter-se seniority in the order or the date of their regular appointment to the posts which they were holding before such appointment and, where such date is the same the person older in age shall rank senior.

13.

14.

15.

16.

PART-IV RE-EMPLOYMENT.

(a) A retired employee shall not be re-employed in the Secretariat; provided that the Speaker in the interest of public may make such re-employment for six months on such terms and conditions as prescribed by him, it may continue with approval of Finance Committee.

(b) No other person shall be appointed in the Secretariat on contract basis without prior approval of Finance Committee.

PART-V MISCELLANEOUS.

Pay, Allowances and Pensions etc.

A person appointed to a post shall be entitled to the pay, allowances and pension etc. as _ sanctioned by the Government from time to time.

General Rules.

In all matters not expressly provided in these rules the employees shall be governed by such rules as have been or may thereafter be prescribed by the Provincial Government.

Repeal.

The Balochistan Provincial Assembly Secretariat (Officers) Service Rules, 2004 and the Balochistan Provincial Assembly Secretariat (Employees) Service Rules, 2004 are hereby repealed.

SCHEDULE "A"

(SEE RULES 5,6,7,8 & 9)

S. No Nomenclature & Minimum

Basic Pay Scale of qualification

the Post. prescribed for METHOD OF RECRUITMENT.

initial

recruitment.

1. Secretary --- 11 By promotion from amongst _ Special

(BPS-20). Secretaries (BPS-20) on seniority-cum-fitness basis possessing seventeen (17) years' service in BPS-17 and above and who have successfully completed regular course at NIM and if no suitable person is available then the post shall be filled by transfer on deputation from officers (BPS-20) with twelve (12) years' experience of Parliamentary work.]

2[1-A_ | Special Secretary --- By Promotion from amongst the Additional (BPS-20). Secretaries (BPS-19) having fifteen (15) years'

service in BPS-17 and above including three (3) years' service as Additional Secretary in BPS-19 on seniority- cum-fitness basis.]

2. Additional --- By promotion on merit from amongst the Secretary holder of the post of Deputy Secretaries (BPS-19). (B-18) on seniority-cum-fitness basis having

twelve (12) years' service in B-17 and above.

3. Deputy --- 3[By promotion from amongst Under Secretary, Secretaries (BPS-18) having at least five (5) (BPS-18). years' service in BPS-17 and above on

seniority-cum-fitness basis.]

4[3-A | Under Secretary --- By promotion on seniority- cum-fitness basis (BPS-18). from amongst the incumbents of posts of the

Assistant Secretaries (BPS-17) with five (5) years' service in BPS-17 and above.]

4. Assistant --- a. 70% vacancies shall be filled by Secretary Promotion from amongst the (BPS-17). Superintendents (B-16) on seniority-

cum-fitness basis having five (5) years' service as such;

b. 30% vacancies. shall be filled by Promotion from amongst the Private Secretaries (B-16) on_ seniority-cum-

fitness basis having five (5) years'
service as such.

! Column No. 4 of Serial No.1 amended vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

? Serial No. 1-A Inserted vide Notification No. Admn: I(16) /73 dated 2nd 4 August, 2018.

3 Column No.4 of Serial No. 3 amended vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

4 Serial No. 3-A inserted vide Notification No. Admn: I(16) /73 dated 2.4 August, 2018.

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1/Superintendent
(BPS-17).

By promotion from amongst the members of
the Service holding the posts of Assistants

(BPS-16) having at least three (3) years'
service as such, on _ seniority-cum-fitness
basis. |

2[Private Secretary
(BPS-17).

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

3[Assistant
Private Secretary
(BPS-16).

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. |

4[Assistant
(BPS-16).

a) Bachelor's
Degree from a
recognized
University; and

b) Having at least
three months
Office
Automation
Certificate in
computer
operations
from a
recognized
Institute.

a) 75% 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

b) 25% by initial recruitment.]

- 1 Serial No
- 2 Serial No
- 3 Serial No
- 4 Serial No

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- . 5 substituted vide Notification No. Admn: I(16) /73/8188 dated 7 March, 2017.
- . 6 substituted vide Notification No. Admn: I(16) /73/8188 dated 7 March, 2017.
- . 7 substituted vide Notification No. Admn: I(16) /73/8188 dated 7 March, 2017.
- . 8 substituted vide Notification No. Admn: I(16) /73/8188 dated 7 March, 2017.

11 Stenographer
(BPS-14).

Bachelor's
Degree from a
recognized
University;

typing skill in
English and
Urdu with a
speed of at
least 35 words
per minute;

Short hand
skill With a
speed of at
least 80 words
per minute;
and

Having at least
three months
Office
Automation
Certificate in
computer
operations
from a
recognized
Institute.

By initial recruitment.]

10.

2[Senior Clerk
(BPS-14).

By Promotion from amongst the members of
the Service holding the post of Junior Clerk
(BPS-11) having at least three (3) years'
service as such, on seniority cum fitness
basis; however, the members promoted as
Junior Clerk from (BPS-1 to 5) having
qualification of Higher Secondary Schools
Certificate will be considered for promotion
as Senior Clerk:

Provided that the member unable to
acquire Higher Secondary School Certificate
shall not be eligible for promotion and if
deferred twice for promotion by _ the
competent forum will stand superseded. |

! Serial No. 9 substituted vide Notification No. Admn: 1(16) /73/8188 dated 7 March, 2017.
2 Serial No. 10 substituted vide Notification No. Admn: I(16) /73/8188 dated 7 March, 2017.

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11. 1[Junior Clerk a) Higher (a) 2[50%] by promotion from amongst the

(BPS-11). Secondary members of the Service holding the School posts of (BPS-1 to BPS-5) having at Certificate least three (3) years' service as such, from a possessing the Secondary School

. Certificate with typing skill in English recognized : ;

; and Urdu with having a speed of at Board; least thirty (30) words per minute.

b) Typing skill in For the purpose of promotion a English and common seniority list of all employees Urdu with a (BPS-1 to BPS-5) with reference to speed of at their dates of acquiring Secondary least 30 words School Certificate will be maintained: per minute; Provided that — and

(i) if two or more officials having

c) Preference will acquired the Secondary School be accorded to Certificate on the same date, the those who official having longer service shall be have ranked senior to the other — experience in (ii) if the date of continuous Computer/ IT appointment in the case of two (2) or software more members of the Service is the applications same, the older official, if not junior English and shall be ranked senior to the younger Urdu Typing official; skill.

(iii) if an employee possesses' the Secondary School Certificate prior to induction in Service shall be entitled for seniority from the date of appointment; and

(iv) 3[The officials who apply for the seniority list are required to submit the result of the Secondary Schools Certificate within a period of one (1) year from the date of passing their Matriculation in either case i.e. already in service or newly appointed. In case of failure their names will be inserted in the bottom of said list from the date of submission of their application.]

(b) 4[50%] by initial recruitment.]

1 Serial No. 11 substituted vide Notification No. Admn: I(16) /73/8188 dated 7 March, 2017.

2 In Column No. 4 clause (a) of Serial No. 11 for the figure and sign 25% the figure and sign 50% is substituted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

3 Column No. 4 clause (iv) added vide Notification No. Admn: I(16) /73/6032 dated 25 July, 2019.

+ In Column No. 4 clause (b) of Serial No. 11 for the figure and sign 75% the figure and sign 50% is substituted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

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Nomenclature
& Basic Pay
Scale of the

Post.

Secretary to
Speaker
(BPS-19).

Chief Reporter
(BPS-19).

Staff Officer
to Speaker
(BPS-19).

SCHEDULE "B"
(SEE RULES 5,6,7,8 & 9)

Minimum qualification
prescribed for initial
recruitment.

M.Phil. in Public Relations/
International Relations from a
recognized University with five
(5) years of relevant experience
and full knowledge of
Computer.

M.Phil. in Public Relations /
International Relations from a
recognized University with five
(5) years of relevant experience
and command over English
language and Computer
Knowledge is compulsory.

METHOD OF
RECRUITMENT.

By initial recruitment.

By Promotion from
amongst Reporters B-18
on the basis of seniority-
cum-fitness having twelve
(12) years' service in B-17
and above.

By initial recruitment.

1[3-A Director (a) Master's Degree in public | By initial recruitment.]
Coordination Administration from a

(BPS-19). recognized University; and
(b) Having at least five (5) years' experience in the relevant field.

2[3-B. Director --- By promotion from Protocol amongst the members of (BPS-19). the Service holding the

posts of Chief Protocol Officer (BPS-18) having at least five (5) years' service as such, on seniority cum-fitness basis.]

! Serial No. 3-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14% December, 2017.

2 Serial No. 3-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

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4. Public Relation | M.A in International Relations |a. 50% by promotion from

Officer or Journalism in 274 Division amongst the Public
(BPS-18). from a recognized University Relation Officer (B-17)
with six (6) years of experience. with five (5) years'

service as such on
seniority- cum-fitness

basis; and

b. 50% by initial
recruitment.

5. Chief Protocol |M.A in Public Relations or ja. 50% by promotion from
Officer Journalism from a Recognized Protocol Officers B-17
(BPS-18). University. 1[**]/Liaison Officer B-

17 on seniority-cum
fitness-basis having five
(5S) years' service as

such; and

b. 50% by initial
recruitment.

6. Chief Accounts |(a) 2[Master's degree inja. 50% by promotion
Officer Commerce/ Economics' or from amongst the
(BPS-18). Chartered Accountant from a Accounts Officer (B-17)

recognized University; and with five (5) years'

(b) Having at least five (5) years' serniorit as such t on
experience in the relevant senor Yo CUTMNETESS
field.] basis; and

b. 50% by initial
recruitment.

Chief Editor By promotion from the
of Debates Editor of Debates (B-17)
(BPS-18). having five (5) years'
service as such- on

seniority-cum-fitness

basis.

8. Director --- By Promotion from _ the
Publication Publication Officer (B-16)
(BPS-18). having twelve (12) years'

service as such on
seniority-cum-fitness
basis.

"In Serial No. 5 Column No. 4 the words "Coordination Officer B-17" omitted vide Notification No. Admn: 1(16) /73 dated 19th October, 2020.

* Column No.3 of Serial No.6 substituted vide Notification No. Admn: 1(16) /73-1/17 dated 14% December, 2017.

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9. Reporters --- By promotion from (BPS-18). amongst Reporters B-17 having five (5) years' service as such= on seniority-cum-fitness basis.

10. Librarian --- By promotion from (BPS-18). Assistant Librarian B-17 with five (5) years' service as such on seniority-cum-fitness basis.

11. System --- By promotion from Analyst Computer Programmer (BPS-18). B-17 with five (5) years' service as such= on seniority-cum-fitness basis;

12. Chief --- By promotion from Comptroller Comptroller, B-17 with (BPS-18). five (5) years' service as such on_ seniority-cum-fitness basis.

1[12-A. | Law Officer (a) LLB Degree from a| By initial recruitment.] (BPS-18). recognized University; and

(b) Having at least five (5) years' experience in the relevant field.

13. Computer Master degree in Computer ja. 2[50% by promotion Programmer Science from a_ recognized from amongst the (BPS-17). University. Assistant Computer

Programmers (BPS-16) on seniority-cum-fitness basis with minimum three (3) years' satisfactory service as such; and

b. 50% by initial recruitment.]

1 Serial No.12-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14% December, 2017.

* Column No.4 of the S.No.13 substituted vide Notification No. Admn: 1(16) /73 dated 19t» October, 2020.

14. Assistant Masters in Library Science from | By initial recruitment.
Librarian a recognized University.
(BPS-17).

115. KKK KKK xxx]

16. Research Post-graduation from a | By initial recruitment.
Officer recognized University.
(BPS-17).

17. Reporter Graduation, with a speed of | By initial recruitment.
(BPS-17). 140/50 wpm in short hand
/typewriting in URDU
/ENGLISH. BALOCHI AND
PUSHTO Languages knowledge
is compulsory with 5 years'
relevant experience.

2[17-A_ | Media Master's Degree in Journalism | By initial recruitment.]
Reporter (BPS- | from a recognized University
17). having at least five (5) years'
experience in the relevant field.

18. Transport Post-graduation from a | By initial recruitment.
Officer recognized University with five
(BPS-17). years of relevant experience.

19. Estate Officer | Post-graduation from a | By initial recruitment.
(BPS-17). recognized University with five
years of relevant experience.

20. Assistant M.E or B.E (Civil/ Electrical) | By initial recruitment.
Engineer from recognized University with
(BPS-17). five years of relevant
experience.

3[20-A. | Electronic/IT (a) B.Sc. in Electronics | By initial recruitment.]
Engineer Engineering from a
(BPS-17). recognized University; and
(b) Having at least five (5)
years' experience in the
relevant field.

1 Serial No. 15 omitted vide Notification No. Admn: I(16) /73 dated 19 October, 2020.

2 Serial No. 17-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

3 Serial No. 20-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14t» December, 2017.

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21. Security --- By promotion from the
Officer Assistant Security Officer
(BPS-17). B-16 having five (5) years'

service as such= on
seniority-cum-fitness
basis.

22. Plantation Post-graduation (Horticulture) | By initial recruitment.
Officer from a recognized University
(BPS-17). with five (5) years of relevant

experience.

23. Comptroller --- By promotion from

(BPS-17). Assistant Comptroller
(B-16) having five (5)
years' service as such
on seniority-cum-fitness
Basis.

24. Sergeant-at- --- [By transfer] from
Arms (BPS-17). Balochistan Police.

25. Private Graduation from a recognized | By initial recruitment.

Secretary to University with a _ speed of
Speaker / 100/40 wpm in _ English
Deputy shorthand/ typewriting and
Speaker Computer knowledge is
(BPS-17). compulsory with five (5) years of

relevant experience.

2[25-A. | Personal Staff | Master's degree from a | 3[By promotion on
Officer recognized University having at | seniority-cum-fitness
(BPS-17). least five (5) years' experience in | basis from Personal Staff

the relevant field. Officer (BPS-16) having
three (3) years' satisfactory
service as such.]]

4[25-B. | Interpreter (a) Master's degree in English | By initial recruitment.|
(BPS-17). (at least 274 Division) from a

recognized University; and
(b) Having three (3) years'
experience in the relevant
field rendered in
public/private sector.

1 In S.No.24 Column No.4 for the words "on deputation" the words "by transfer" substituted vide Notification No. Admn: I(16) /73 dated 19 October, 2020.

2 Serial No. 25-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14» December, 2017.

3 Column 4 of S.No.25-A substituted vide Notification No. Admn: I(16) /73 dated 19 October, 2020.

4 Serial No. 25-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

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1[25-C. | PRO to (a) M.A in International | By initial recruitment. |
Speaker Relations or Journalism (at
(BPS-17). least 224 Division) from a

recognized University; and

(b) Having at least three (3)
years' experience in the
relevant field.

2[25-D. | Speech Writer [a] Master's degree in any social | By initial recruitment.]

(BPS-17). science discipline (at least in
second division) from a
recognized University;

b) Having at least with three (3)
years post graduate work
experience of conducting
objective evidence based
research and producing and
delivering research
briefings/reports on public
policy in each of the areas for
which applying for a position;
and

ic) Experience in writing
speeches in English/Urdu
will be preferred.

26. Liaison Officer --- By Promotion from
(BPS-17). Assistant Liaison Officer

(B-16) with five (5) years'
service as such.

27. Protocol --- By promotion from
Officer Assistant Protocol Officer
(BPS-17). B-16 with five (5) years'

service as such.

28. Accounts (a) °>[Master's degree in By initial recruitment.
Officer Commerce / Economics or
(BPS-17). Chartered Accountant from a

recognized University; and
(b) Having at least three (3)

years' experience in the
relevant field.]

! Serial No. 25-C inserted vide Notification No. Admn: I(16) /73-1/17 dated 14% December, 2017.
2 Serial No. 25-D inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

3 Column 3 of Serial No.28 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14» December, 2017.

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29.

1[29-A.

Head
Translator
(BPS-17).

Editor of
Debates
(BPS-17).

Graduation from recognized
University with experience of
Translation from Urdu _ to
English and English to Urdu
and compulsory and knowledge
of regional languages viz.
Balochi & Pashto with three (3)
years of experience.

a. By promotion from
Translators (B-11) with
ten (10) years' service
as such; and

b. By initial recruitment if
no suitable person is
available by promotion.

By promotion from
amongst the members of
the Service holding the
post of Assistant Editor of
Debates (BPS-16) having

at least three (3) years'
service as
seniority
basis. |

such, on
cum fitness

30. Public Relation | Master in Public Relations from | By initial recruitment.
Officer to a recognized University with
Chairman, three (3) years' experience of
Public relevant job.
Accounts
Committee
(BPS-17).

31. Assistant Graduation from a recognized | By initial recruitment.
Liaison Officer | University with 24 Division.
(BPS-16).

32. Assistant Graduation from a recognized | By initial recruitment.
Editor of University with 2.4 Division.
Debates
(BPS-16).

33. Assistant Graduation from a recognized | By initial recruitment.
Security University with 24 Division.
Officer
(BPS-16).

34. Assistant Graduation from a recognized | By initial recruitment.
Protocol University with 274 division.
Officer
(BPS-16).

35. Chief --- By promotion from
Photographer photographer (B-13) with
(BPS-16). five (5) years' service as

such.

1 Serial No. 29-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

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36. Assistant --- [By promotion from
Comptroller amongst the members of
(BPS-16). the service holding the

post of Assistant Cum-
Caretaker (BPS-15) having
at least three (3) years'
service as such, on
seniority cum-fitness
basis. |

37. Publication Graduation from a recognized | By initial recruitment.
Officer University with 2.4 Division.

(BPS-16).

2[38. Assistant Bachelor's Degree in Computer | a. 3[50% by Promotion
Computer Science from a_ recognized from amongst the Data
Programmer University. Entry Operators
(BPS-16). (BPS-12) having at least

three (3) years' service
as such on _ seniority-
cum-fitness basis; and
b. 50% by initial
recruitment.]]

4[39. Assistant Bachelor's Degree from a| [By transfer] from police
Sergeant-at- recognized University. department. |
Arms
(BPS-16).

6[40. Incharge a) Bachelor's degree from a | By initial recruitment.]
Control Room recognized University; and
(BPS-16). b) Having at least three (3)

years' experience in the
relevant field.

7141. Personal Staff | Bachelor's Degree from a| By initial recruitment.]
Officer recognized University.

(BPS-16).

8[42. Khateeb M.A/M.Sc. or Al-Shahdadat-UI- | By initial recruitment.]
(BPS-16). Almiya from Wafaq-ul-Madaris

/ Tanzeem-UI-Madaris.

1 Column 4 of Serial No. 36 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

2 Serial No. 38 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

* Column 4 of Serial No. 38 substituted vide Notification No. Admn: 1(16) /73/6032 dated 25th July, 2019.

4 Serial No. 39 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

5 In Column 4 S. No. 39 for the words "on deputation" the words "by transfer" substituted vide Notification No. Admn: I(16) /73 dated 19 October, 2020.

6 Serial No. 40 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

7 Serial No. 41 added vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

8 Serial No. 42 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

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112[43. KKK KKK **x]

3[44. Coordination Bachelor's Degree from a] By initial recruitment.
Assistant recognized University.
(BPS-16).

1 Serial No. 43 added vide Notification No. Admn: 1(16) /73-1/17 dated 14t December, 2017.

* Serial No. 43 omitted vide Notification No. Admn: 1(16) /73/6032 dated 25% July, 2019.

3 Serial No. 44 added vide Notification No. Admn: I(16) /73 dated 19 October, 2020.

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SCHEDULE "Cc"
(SEE RULES 5,6,7,8 & 9)

S. No. Nomenclature & Minimum qualification METHOD OF
Basic Pay Scale prescribed for initial RECRUITMENT.
of the Post. recruitment.

11. KKK KKK xxx]

2[1-A. Assistant Cum- --- By promotion from amongst
Caretaker the members of the Service
(BPS-15). holding the posts of
Receptionist (BPS-5) /
Telephone Operator (BPS-14)
having at least three (3)
years' service as such, on
seniority cum fitness basis.]

3[1-B. Photographer --- By promotion from amongst
(BPS-15). the members of the Service
holding the posts of
Photographer (BPS-13),
having at least three (3)
years' service as such, on
seniority-cum-fitness. |

4[1-C. Telephone a. Higher Secondary School | By initial recruitment.|
Operator certificate from the
(BPS- 14). recognized Board; and
b. Intermediate having at
least two (2) years'
experience in the relevant
field.

2. Photographer Intermediate with sufficient | By initial recruitment.
(BPS-13). experience of photography.

! Serial No. 1 omitted vide Notification No. Admn: I(16) /73 dated 19% October, 2020.

2 Serial No

3 Serial No

4 Serial No

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. 1-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

. 1-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

. 1-C inserted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

1[3. Data Entry (a) Higher Secondary School | By initial recruitment.]

Operator Certificate (at least in (BPS-12). second division) from a recognized Board;

(b) Knowledge and _ skill of word processing using latest version of Microsoft word or Word perfect:

preference will be given to those who also have the knowledge and skill of using Raakim (Urdu Software) or any other software packages; and

(c) English typing with speed of 40 w.p.m.

4. Translator Intermediate with five (5) By initial recruitment.

(BPS-11). years' experience of translation from Urdu to English and English to Urdu and compulsory Balochi & Pashto.

2[3[5. Telephone Higher Secondary School |a. 50% by Promotion from

Technician certificate and Diploma amongst the members of (BPS-11). from any recognized the service holding the Institute in the relevant post of BPS-5- and

field. Telephone Technician

Helper BPS-5 having at least five (5) years' service as such on seniority-cum-fitness basis; and

b. 50% by initial recruitment.]]

4[5-A. Kitchen Matric having at least five | By initial recruitment.]

Supervisor (5S) years' experience in the (BPS-11). relevant field.

6. Mouazan Sanad from Deni Madrasa. | By initial recruitment. (BPS-11)

1 Serial No. 3 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14t December, 2017.

2 Serial No. 5 substituted vide Notification No. Admn: 1(16) /73-1/17 dated 14th December, 2017.

* Serial No. 5 substituted vide Notification No. Admn: 1(16) /73/6032 dated 25 July, 2019.

4 Serial No. 5-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14%» December, 2017.

7. Garage --- By Promotion from Motor Superintendent Mechanic (B-8) seniority cum (BPS-11). fitness basis with ten (10) years' service as such.

[7-A. Driver Supervisor --- By promotion from amongst (BPS-11). Drivers BPS-4 on seniority-cum-fitness basis having ten (10) years' service as such.]

2[7-B. Garden --- By promotion from Head Supervisor Mali BPS-4 on_ seniority- (BPS-11). cum-fitness basis having five (5) years' service as such; or ten (10) years' service as Mali.]

8. Offset Machine Intermediate with five (5) | By initial recruitment. Operator years' experience of (BPS-10). Operating Offset Machine.

5[8-A. Printing Foreman --- By promotion from amongst (BPS-10). the members of the Service holding the posts of Supervisor Printing (BPS-6), having at least three (3) years' experience as such, on seniority-cum-fitness basis.]

4[8-B. Head Cook --- By promotion from amongst (BPS-10). the members of the Service holding the posts of Cook (BPS-8), having at least three (3) years' service as such; on seniority cum fitness basis.]

5[8-C. Security --- By promotion from amongst Equipment the Security Guards with Operator sufficient experience in the (BPS-10). relevant field.]

! Serial No. 7-A inserted vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

2 Serial No. 7-B inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

3 Serial No. 8-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14%» December, 2017.

+ Serial No. 8-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

° Serial No. 8-C inserted vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

1[8-D. CCTV Operator --- a. 50% by promotion from Control Room amongst the Security (BPS-10). Guards having three (3) years' experience as CCTV Camera Operator plus CCTV certificate course successfully completed offered by the Assembly Secretariat through a third party duly qualified firm on seniority-cum-fitness basis; and
b. 50% by initial recruitment, matriculation with diploma in IT.]

2[8-D-1. | Steward Matriculation having at | By initial Recruitment] (BPS-10). least three (3) years' experience in the relevant field.

5[8-E. Service --- By promotion from Head Supervisor Bearers BPS-7 on seniority- (BPS-9). cum-fitness basis having five (5) years' service as such; or ten (10) years' service as Bearer. |

4[9. Senior Proof --- By promotion from amongst Reader (BPS-8). the members of the Service holding the posts of Proof Readers (BPS-7), having at least three (3) years' service as such, on seniority-cum-fitness basis.]

5[9-A. Sound Secondary School certificate | By initial recruitment.] Technician from a recognized Board, (BPS-8). having at least three (3) years' experience in the relevant field.

1 Serial No. 8-D inserted vide Notification No. Admn: I(16) /73 dated 2TM4 August, 2018.

2 Serial No. 8-D-1 inserted vide Notification No. Admn: I(16) /73/6032 dated 25 July, 2019.

3 Serial No. 8-E inserted vide Notification No. Admn: I(16) /73 dated 2["]4 August, 2018.

4 Serial No. 9 substituted vide Notification No. Admn: 1(16) /73-1/17 dated 14^t December, 2017.

5 Serial No. 9-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14^t December, 2017.

1[9-B. Electrician Secondary School certificate | By initial recruitment.]
(BPS-8). from a recognized Board,
having at least three (3)
years' experience in the
relevant field.

2[9-C. Carpenter Secondary School certificate | By initial recruitment.]
(BPS-8). from a recognized Board,
having at least three (3)
years' experience in the
relevant field.

10. Motor Mechanic Matric with two (2) years' | By initial recruitment.
(BPS-8). experience in field.

11. Cook (BPS-8). Matric with five (5) years' | By initial recruitment.
experience in the relevant
field.

12. Assistant Sound | Intermediate with sufficient | By initial recruitment.
Operator (BPS-7). | experience of sound system.

13. Copy Paster Intermediate with two (2) | By initial recruitment.
(BPS-7). years' experience in field.

3[14. Proof Reader Higher Secondary School | By initial recruitment.
(BPS-7). certificate from a recognized
Board, having at least three
(3) years' experience in the
relevant field.

4[15. Senior Security --- By promotion from _ the
Supervisor members of the _ Service
(BPS-7). holding the posts of Security
Supervisor (BPS-6), on
seniority-cum-fitness basis.]

S[15-A. Head Bearer --- By promotion from amongst
(BPS-7). the members of Service
holding the post of Bearer
(BPS-5), having at least three
(3) years' service as such, on
seniority cum fitness basis.]

! Serial No. 9-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

2 Serial No. 9-C inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.

3 Serial No. 14 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14% December, 2017.

4 Serial No. 15 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14% December, 2017.

5 Serial No. 15-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14t» December, 2017.

1[15-B. Store Keeper Higher Secondary School | By Initial recruitment. |
(BPS-7). certificate; from a
recognized Board with two
(2) years' experience in the
relevant field.

2[16. Supervisor --- By promotion from amongst
(Printing) the members of the service
(BPS-6). holding the posts of Book
Binder (BPS-2) and Offset
Machine Helper (BPS-2), on
seniority cum-fitness basis.]

5[16-A. Security --- By promotion from amongst
Supervisor the members of the Service
(BPS-6). holding the post of Security
Guard (BPS-5), having at
least three (3) years' service
as such, on seniority-cum-
fitness basis.]

4[16-B. Farash --- By promotion from Head
Supervisor Farash BPS-4 on seniority-
(BPS-6). cum-fitness basis having five
(5) years' service as such; or
ten (10) years' service as
Farash.]

5[16-C. Head Masalchi --- By promotion from Masalchi
(BPS-6). BPS-5 on — seniority-cum-
fitness basis having five (5)
years' service as such. |

°116-D. | Chowkidar --- By promotion from amongst
Supervisor Head Chowkidar BPS-4 on
(BPS-6). seniority-cum-fitness basis
having five (5) years' service
as such; or ten (10) years'
service as Chowkidar.]

17. KKKKK KKKKK KKKKK

1 Serial No. 15-B inserted vide Notification No. Admn: (16) /73-1/17 dated 14% December, 2017.

2 Serial No. 16 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14% December, 2017.

3 Serial No. 16-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14» December, 2017.

4 Serial No. 16-B inserted vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

5 Serial No. 16-C inserted vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

© Serial No. 16-D inserted vide Notification No. Admn: I(16) /73 dated 24 August, 2018.

1/18. Receptionist Intermediate with two (2) | a. 50% by promotion from (BPS-5). years' experience in the amongst the Bearer field. (BPS-5) having Matriculate with three (3) years' service as such - on seniority-cum-fitness basis; and
b. 50% by initial recruitment.]

2[19. Plumber Secondary School certificate | By initial recruitment.] (BPS-5). from a recognized Board, having at least three (3) years' experience in the relevant field.

3[20. Bearer, (BPS-5). Literate and having at least | By initial recruitment.] three (3) years' experience in the relevant field.

21. Security Guard Matric or Ex-servicemen of | By initial recruitment. (BPS-5). Armed Forces.

422. Telephone Matriculation having one (1) | By promotion from amongst Technician year experience in the | the members of the service Helper (BPS-5). relevant field. holding the post of BPS-1-5 having at least five (5) years' service as such on seniority-cum-fitness basis.]

5[22-A. Photostat --- By promotion from amongst Machine Naib Qasids already Operator operating Photostat (BPS-5). Machines having three (3) years' experience as such.]

6[22-B. Sweeper --- By promotion from amongst Supervisor Sweepers BPS-1 on seniority- (BPS-5). cum-fitness basis having five (5) years' service as such.]

723. Masalchi (BPS-5). | Literate. By Initial Recruitment.]

1 Serial No. 18 substituted vide Notification No. Admn: 1(16) /73/6032 dated 25th July, 2019.

2 Serial No. 19 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

3 Serial No. 20 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

4 Serial No. 22 substituted vide Notification No. Admn: 1(16) /73/6032 dated 25th July, 2019.

5 Serial No. 22-A inserted vide Notification No. Admn: I(16) /73 dated 2nd 4 August, 2018.

6 Serial No. 22-B inserted vide Notification No. Admn: I(16) /73 dated 27th 4 August, 2018.

7 Serial No. 23 inserted vide Notification No. Admn: I(16) /73/6032 dated 25 July, 2019.

- (24. Head Mali --- By promotion from amongst (BPS-4). the members of the Service holding the posts of Mali (BPS-1), having at least three (3) years' service as Mali, on seniority-cum-fitness basis. |
25. Door Keeper Matric. By initial recruitment. (BPS-4).
26. Driver (BPS-4). Driving License with five (5) | By initial recruitment. years' experience in the field.
- 2[26-A. Head Farash --- By promotion from amongst (BPS-4). Farashs BPS-1 on seniority-cum-fitness basis having five (5) years' service as such.]
- 3[26-B. Head Chowkidar --- By promotion from amongst (BPS-4). Chowkidars BPS-1 on seniority-cum-fitness basis having five (5) years' service as such. |
27. 4{Khadim Masjid | Literate (Muslim). By initial recruitment. (BPS-4).]
28. Daftri (BPS-2). Literate. By Promotion from Naib Qasids.
29. Book Binder Literate. By Promotion from Naib (BPS-2). Qasids.
30. Offset Machine Literate with two (2) years' | By initial recruitment. Helper (BPS-2). experience in field. Mali/ Farash/ Literate. By initial recruitment.
31. Naib Qasid/
Chowkidar/
Helper/ Vehicle
Cleaner/
Darban/
Washerman/
Sweeper (BPS-1).

! Serial No. 24 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

2 Serial No. 26-A inserted vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

3 Serial No. 26-B inserted vide Notification No. Admn: I(16) /73 dated 274 August, 2018.

4 Column No.2 of Serial No 27 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

1132. Barber (BPS-1). Literate and having at least | By initial recruitment.]
five (5) years' experience in
the relevant field.

2[33. Dak Runner Literate. By initial recruitment.]
(BPS-1).

3[34. Sweeper / Literate and having at least | By initial recruitment.]
cleaning machine | three (3) years' experience
operator (BPS-1). | in the relevant field.

BY ORDER OF
GOVERNOR BALOCHISTAN.

SECRETARY,
BALOCHISTAN PROVINCIAL
ASSEMBLY.

! Serial No. 32 inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.
2 Serial No. 33 inserted vide Notification No. Admn: I(16) /73-1/17 dated 14 December, 2017.
3 Serial No. 34 inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

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