

THE BALOCHISTAN DIRECTORATE GENERAL OF
INFORMATION TECHNOLOGY BALOCHISTAN
(BASIC PAY SCALE 16 AND ABOVE) SERVICE
RULES, 2014

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'THE BALOCHISTAN DIRECTORATE GENERAL OF
INFORMATION TECHNOLOGY BALOCHISTAN
(BASIC PAY SCALE 16 AND ABOVE)

SERVICE RULES, 2014

NOTIFICATION

[4" June, 2014]

No. S.O(R-ID(12)30/2014-S&GAD/849-98. In exercise of the 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 Directorate General of Information Technology (Basic Pay Scale 16 and above) Service, and prescribing conditions of service for the persons appointed thereto, namely: —

PART I— GENERAL

1. Short title and commencement.— (1) These rules may be called “the Balochistan Directorate General of Information Technology Balochistan (Basic Pay Scale 16 and above) Service Rules, 2014”.

(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 the Commission to be a Board for the purpose of these rules;

(e) | “Commission” means the Balochistan Public Service Commission;

(f) “Department” means the Science and Information Technology Department, Government of Balochistan;

These rules have been issued by the Government of Balochistan, Services and General Administration Department, vide its Notification No. S.O(R-II)(12)30/2014-S&GAD/849-98, dated 4" June, 2014; and published in the Balochistan Gazette (Extraordinary) No. 76, dated 4" June, 2014.

Balochistan Act [X of 1974 was 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.

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

(h) "initial recruitment" means appointment made otherwise than by promotion or transfer from another Service / Department / Post;

(i) "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;

(Gj) "recognized Institute" means any institute incorporated 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;

(k) "recognized University" means any University incorporated 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;

(1) "Rules" means the Balochistan Directorate General of Information Technology Balochistan (BPS 16 and above) Service Rules, 2014;

(m) "Service" means the Balochistan Directorate General of Information Technology Balochistan (BPS 16 and above) Service;

(n) "Selection / Promotion Committee" means Selection / Promotion Committee constituted by the Department under Rule 5 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009 and

(o) "Subordinate Service" means the Balochistan Directorate General of Information Technology (Basic Pay Scale-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 herein above 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.

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 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 the upper age limit may be relaxed.

7. Qualifications. — (1) No person shall be appointed to a post in the 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 civil servant 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, 2012.

9. Confirmation. — After satisfactory completion of the probationary period, provided that he holds a substantive post, a civil servant shall be eligible for confirmation in service, a post or grade; 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. — The inter se seniority of the members of the Service appointed to posts in the same grade shall be determined as prescribed in rule 21 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 member 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 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 these 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. — Government may delegate all or any of its powers under these rules to any officer subordinate to it.

15. Repeal. — The Balochistan Information Technology (B-16 and above) Service Rules, 2002 and the Directorate of Information Technology (B-16 and above) Service Rules, 2010, are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN.

CHIEF SECRETARY
BALOCHISTAN.

(See Appendix on next page)

APPENDIX

{See rules 2 (1) (b) 3 (3), 5 and 7 (1)}

Nomenclature and basic Minimum qualification for Method of recruitment.
pay scale (BPS) of the initial recruitment.

Director General, IT, By promotion from amongst
the members of the Service
holding the posts of Director
(Administration and Finance

(BPS - 20).

Director (Admn. and Finance),
(BPS-19).

Director (Technical),
(BPS-19).

Director (P&D),
(BPS-19).

(BPS-19), Director (Technical) (BPS-19), Director (P&D) (BPS-19), and Director IT (Training) having at least seventeen years service in B-17 and above, or having twelve (12) years service as such in BPS-18 and above and _ have successfully completed Senior Management Course, on seniority cum fitness basis.

By promotion from amongst the members of the Service holding the posts of Divisional IT Officer (BPS-18) and Deputy Director (BPS-18) having at least twelve years Service in BPS-17 and above or seven (7) years service as such and have successfully completed Mid Career Management Course, on seniority cum fitness basis.

By promotion from amongst the members of the Service holding the posts of Divisional IT Officer (BPS-18) and Deputy Director (BPS-18) having at least twelve years Service in BPS-17 and above or seven (7) years service as such and have successfully completed Mid Career Management Course, on seniority cum fitness basis.

By promotion from amongst
the members of the Service

holding the posts of

Divisional IT Officer (BPS-

18) and Deputy Director

at

Director IT (Training),
(BPS-19).

Divisional IT Officer,
(BPS-18).

Master's
Division)

Degree (Second
in IT / Computer
Science / Software Engineering
from a recognized University; or

Bachelor's Degree (4-years)
(Second Division) in Computer
Science / IT / Information
System from a_ recognized

University; or

Bachelor Engineering Degree
(Second Division) in Computer
Systems / Software Engineering/
Information and Communication
System / Computer and
Information System from a

recognized University.

twelve years Service in BPS-
17 and above or seven (7)
years service as such and have
successfully completed Mid
Career Management Course,
on seniority cum fitness basis.

By promotion from amongst
the members of the Service
holding the posts of
Divisional IT Officer (BPS-
18) and Deputy Director
(BPS-18) having at least
twelve years Service in BPS-
17 and above or seven (7)
years service as such and have
successfully completed Mid
Career Management Course,
on seniority cum fitness basis.

(a) 50% by _ initial
recruitment; and

(b) 50%

from

by promotion
amongst the
members of the
Service holding the
posts of Database
Developer (BPS-17),
Software / Web
Designer (BPS-17),
Network Engineer
(BPS-17), District IT
Officer (BPS-17),
Hardware Engineer
(BPS-17),
Instructor

Computer
(BPS-17)
and Training
Coordinator (BPS-17)
having at least five
years service as such,
on seniority cum
fitness basis.

Deputy Director, Master's Degree (Second | (a) 25% by initial

(BPS-18).

Administrative Officer,

(BPS-17).

Accounts Officer,

(BPS-17).

Division) in IT / Computer
Science / Software Engineering
from a recognized University; or

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

Bachelor Engineering Degree
(Second Division) in Computer
Systems / Software Engineering/
Information and Communication
System / Computer and
Information System from a
recognized University.

Master's Degree (Second
Division) in Business

Administration (Finance) from a
recognized University; or

recruitment;

50% by promotion
from amongst the
members of the
Service holding the
posts of Database
Developer (BPS-17),
Software / Web
Designer (BPS-17),
Network Engineer
(BPS-17), District IT
Officer (BPS-17),
Hardware Engineer
(BPS-17), Computer
Instructor (BPS-17)
and Training
Coordinator (BPS-17)
having at least five
years service as such,

on seniority cum
fitness basis; and

25% by promotion
from amongst the
members of the
Service holding the
posts of
Administrative
Officer (BPS-17),
Accounts Officer
(BPS-17) and Private
Secretary having at
least five years
service, on seniority
cum fitness basis.

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

50% by initial
recruitment; and
50% by promotion

from amongst the
members of _ the

Master's Degree (Second Service holding the Division) in Commerce from a post of Assistant

recognized University. (BPS-16) h Otheet
- aving a
least three (3) years
service as such on
seniority cum fitness
basis.

Database Developer, Master's Degree By initial recruitment.
(BPS-17). (Second Division) in
IT / Computer
Science / Software
Engineering from a
recognized
University; or

Bachelor's Degree (4-
years) (Second Division)
in Computer Science /
IT / Software
Engineering /
Information System /
Computer and
Information System
from a_ recognized
University; and

Certification in

Database
Development will be
preferable.

Software / Web Designer, Master's Degree By initial recruitment.
(BPS-17). (Second Division) in

IT / Computer

Science / Software

Engineering from a
recognized
University; or

Bachelor's Degree (4-
years) (Second Division)
in Computer Science /
Software

/

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Network Engineer,

(BPS-17).

District IT Officer,

(BPS-17).

Hardware Engineer,

(BPS-17).

Information System /
Computer and
Information System
from a _ recognized
University; and

Certification in
Database
Development will be
preferable.

Bachelor's Engineering
Degree (Second
Division) in Computer
Systems / Computer
Information System /
Information and
Communication System
from a _ recognized
University; and

Certification in
Computer Networks will
be preferable.

Master's Degree (Second
Division) in IT / Computer
Science / Software Engineering
from a recognized University; or

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

Bachelor's Engineering Degree
(Second Division) in Computer
Systems / Software Engineering/
Information and Communication
System / Computer and
Information System from a

recognized University.

Bachelor's Engineering Degree
(Second Division) in Computer
from a recognized University.

By initial recruitment.

By initial recruitment.

By initial recruitment.

Computer Master's Degree (Second | By initial recruitment.
Instructor, Division) in IT / Computer
(BPS-17). Science / Software Engineering

from a recognized University; or

Computer Bachelor's Degree (4-years)
Instructor (Second Division) in Computer
(Male), Science / IT / Information
(BPS-17). System from a_ recognized

University; or

Computer Bachelor s Engineering Degree
(Second Division) in Computer

Instructor,
Systems / Software

(Female)

(BPS-17). Engineering / Information and

Communication System = /
Computer and _ Information
System from a_ recognized
University; and

Teaching experience in
the field of IT will be preferable.

Training Coordinator Master's Degree (Second | By initial recruitment.
(BPS-17). Division) in IT / Computer

Science / Software Engineering

from a recognized University; or

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

Bachelor's Engineering Degree
(Second Division) in Computer
Systems / Software
Engineering / Information and
Communication System = /
Computer and _ Information
System from a_ recognized
University; and

Teaching experience in
the field of Training and

Private Secretary, By promotion from amongst

(BPS-17). 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.

Computer Operator, Bachelor's Degree (Second 25% by initial
(BPS-16). Division) in Computer Science / recruitment; and
IT from a recognized University. 75% by promotion
from amongst the
members of the
Service holding the
post of Data Entry
Operator (BPS-12)
having at least three
(3) years service as
such, on_ seniority
cum fitness basis.

Hardware / Network Bachelor' sg | By initial recruitment.
Technician, Engineering Degree
(Second Division) in
(BPS-16). Computer Systems from
a recognized University;
and

One year diploma in the
field of | Computer
Hardware / Network.

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

(BPS-16).

Assistant Accounts By promotion from amongst
Officer, the members of the Service
(BPS-16). holding the post of Accounts
Assistant (BPS-14) having at
least three (3) years service as
such, on seniority cum fitness

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Assistant
Secretary,
(BPS-16).

Private

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.