

THE BALOCHISTAN EDUCATION DEPARTMENT
(TECHNICAL WING) MINISTERIAL SUBORDINATES
(MEN'S SECTION) (B-1 to 15)
SERVICE RULES, 2014.

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'THE BALOCHISTAN EDUCATION DEPARTMENT
(TECHNICAL WING) MINISTERIAL SUBORDINATES
(MEN'S SECTION) (B-1 to 15) SERVICE RULES, 2014

NOTIFICATION

[23 June, 2014]

No. SOR-II(4)18/2014/S&GAD/1414-30. 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 recruitment to the Balochistan Education Department, (Technical Wing) Ministerial Subordinates (Men's Section) (B-

1 to 15) Service and prescribing conditions of Service for the persons appointed thereto, namely:—

PART -1_ GENERAL

1. Short title and commencement. (1) These rules may be called "the Balochistan Education Department (Technical Wing) Ministerial Subordinates (Men's Section) (B-1 to 15) 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 or 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 Colleges, Higher and Technical Education Department, Government of Balochistan;

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

(h) "Initial Recruitment" means appointment made otherwise than by promotion or transfer from another service, department or post;

" These rules have been issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR-II(4)18/2014/S&GAD/1414-30, dated 23" June, 2014; and published in the Balochistan Gazette (Extraordinary) No. 95, dated 23" June, 2014.

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

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(i) "Post" means a post specified in column 2 of the appendix and such other post in the service may be specified by the Government from time to time for the purpose of these Rules;

(Gj) "Recognized Institute" means any Institute recognized by the Government in consultation with the Commission to be recognized Institute for the purpose of these rules;

(k) "Recognized University" means any University incorporated by Law in Pakistan or any other University which may be 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 Education Department (Technical Wing) Ministerial Subordinates (Men's Section) (B-1 to 15) Service Rules, 2014;

(m) "Service" means the Balochistan Education Department (Technical Wing) Ministerial Subordinates (Men's Section) (B-1 to 15) Service; and

(n) "Selection/ Promotion Committee" means Selection/ Promotion Committee constituted by or under orders of Government.

(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 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), may be relaxed by Government in the case of a person who is married or proposed to marry a foreign national of any country recognized by Federal Government of Pakistan.

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

4. Appointing authority. — Appointment to the posts in the Service shall be made as 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 the 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:

1 Rules issued by the Services and General Administration Department, Government of Balochistan; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 27th October, 2009.

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 qualification 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 certificates of character from two other responsible persons/gazetted Officers, not being his relatives, 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 Government Medical Officer not below the rank of a 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 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 or substantive post, a civil servant shall be eligible for confirmation in the service on a post 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, 20127.

10. Seniority. The inter se seniority of the members of the Service appointed to the posts in 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 members of the Service shall be liable to

(a) transfer anywhere in Balochistan; and

(b) to serve 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 favorable than those to which he would have been entitled, if he has not been so required to serve.

Rules issued by the Services and General Administration Department, Government of Balochistan; 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; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 27" October, 2009.

Rules issued by the Services and General Administration Department, Government of Balochistan; and published in the Balochistan Gazette (Extraordinary) No. 222, dated 25th August, 2008.

12. General Rules.— In all matters not expressively 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 Education Department, (Technical Wing) (B-1 to 15) Service Rules, 1989! are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN.

CHIEF SECRETARY
BALOCHISTAN.

(see Appendix on next page)

* Rules issued by the Services and General Administration Department, Government of Balochistan vide its Notification No.

SOR-II (2) 266/S&GAD-89-702-78, dated 5" October, 1989 ; and published in the Balochistan Gazette (Extraordinary) No. 180, dated 18" October, 1989.

APPENDIX

[See Rule 2 (a), 3 (3), 5 and 7 (1)]

Nomenclature of Minimum Qualification Method of Recruitment
the posts prescribed for initial
Recruitment

Assistant, (BPS- (a) Bachelor's Degree from a (a) 50% by initial recruitment;
recognized University; and and

(b) having at least three months | (b) (50%) by promotion from
Office Automation amongst the members of
Certificate in computer Service holding the posts of
operations from a Senior Clerk (BPS-9) having
recognized Institute. at least three (3) years service

as such, on seniority cum
fitness basis.

Stenographer, Bachelor's Degree froma _ | By initial recruitment

(BPS-14). recognized University;

typing skill with a speed of
at least 35 words per
minute;

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

Computer knowledge with
six months certificate in
computer.

Assistant Bachelor Degree in Library (a) 25% by initial recruitment.

Librarian, (BPS- | Science from a recognized
University with five years
experience in the relevant field.

(b) 75% by promotion from
amongst holders of the posts
of Library Assistants (B-6)/
Cataloguers (B-8) possessing
Bachelor Degree in Library
Science and at least three
years service as such.

Note:- Common seniority list of

Library Assistant and Cataloguers (B-8) shall be maintained for the purpose of promotion to the post of Assistant Librarian/ Cataloguer (B-14).

Assistant Warden, Bachelor's Degree froma _ | By initial recruitment (BPS- 14). recognized University;

and

having at least three (3) years experience in the relevant field.

Khateeb, (BPS- Al Shahadat-ul-Aalmia By initial recruitment. 14). from Wafaq-ul-Madaris,

Tanzeem-ul-Madaris or

from any of the HEC

recognized institution;

having full command of Arabic language and have more than average proficiency in Quran and Hadith; and

Hafiz-ul-Quran and Qari will be preferred.

Assistant (1) Higher Secondary By initial recruitment.

Computer School Certificate from Operator, (BPS-

a recognized Board; and 12),

having one year Diploma in Computer Science or IT from a recognized Institute; or

(i)ICS from a recognized Institute/Board; and

typing skill on computer with a speed of at least 60 words per minute.

By promotion from amongst the

members of the Service holding

the post of Junior Clerk (BPS-7)
at least three (3)

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service as such, on seniority cum fitness basis.

Accounts Diploma in Commerce By initial recruitment.
Assistant, (BPS- (D.Com) from a

9). recognized Institute; and

having one year Diploma in Computer Science or IT, from a recognized institute.

Cataloguer, (BPS- Bachelor's Degree By initial recruitment.
8). (Second Division) from a

recognized University;
and

Diploma in Library Science from a recognized University.

Junior Clerk, Secondary School (a) 80% by initial recruitment;
(BPS-7). Certificate from a and

recognized Board; (b) 20% by Promotion from typing skill on computer amongst the members of the with a speed of at least 30 Service holding the post of words per minute; and (BPS-1 to BPS-5) possessing secondary school certificate with typing skill with having a speed of at least 30 words

preference will be accorded to those who have experience in ; Computer/ IT software per minute; applications; For the purpose of promotion a common seniority list of all employees (BPS-1 to BPS-5) with reference to their dates of acquiring secondary school certificate will be maintained:

Provided that;

(i) if two or more officials have acquired the secondary school certificate on the same date, the official having longer service shall be

Assistant
Librarian, (BPS-
6).

Library Assistant,
(BPS-6).

Store Keeper
(BPS-7).

Assistant Store
Keeper, (BPS-
5).

Gestetner
Operator, (BPS-
5).

Secondary School
(Science) from a_ recognized
Board.

Bachelor's Degree
(Second Division) from a
recognized University;
and

Diploma in Library
Science from a recognized
University.

Higher Secondary School
Certificate from a
recognized Board; and

having at least three (3)
years experience as such.

Secondary School
Certificate from a
recognized Board; and

having at least one (1)
year's experience as such.

Secondary School
Certificate from a
recognized Board; and

Certificate

ranked senior to other;

if the date of continuous appointment in the case of two or more members of the service is the same, the older official, if not junior, shall be ranked senior to the younger official; and

if an employee possesses secondary school certificate prior to induction in service, shall be entitled for seniority from the date of appointment.

By initial recruitment.

By initial recruitment.

By promotion from amongst the members of the Service holding the post of Assistant Store Keeper (BPS-5) having at least three (3) years service as such, on seniority cum fitness basis.

By initial recruitment.

By initial recruitment.

having experience in the relevant field.

Secondary School By initial recruitment. Certificate from a recognized Board; and

having experience in the relevant field.

(BPS- Secondary School By initial recruitment. Certificate in Science from a recognized Board; and

One year's Diploma of Dispenser from a recognized Institute.

(BPS- Middle pass certificate; (a) 60% by initial recruitment;

possessing a valid driving and

licence; and (b) 40% by promotion from amongst the members of the Service holding the posts of Bus Cleaner (BPS-2) and Bus Conductor (BPS- 2) having

having at least two (2) years experience as driver.

valid driving licence and at least three (3) years service as

such, on seniority cum fitness basis.

(BPS- Al Shahadat- ul-Mutawisita | By initial recruitment. from wafaq-ul-Madaris, Tanzeem-ul-Madaris or from any of the HEC recognized institution; and

shall possess admirable voice for Azan.

Bus Cleaner, Literate By initial recruitment. (BPS-2).

Conductor, | Literate By initial recruitment. (BPS-2). 1).

Literate; and By initial recruitment.

Experience in cooking.

Literate; and By initial recruitment.

Experience in gardening.

Chowkidar, (BPS- | Literate By initial recruitment.
1).

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