

THE BALOCHISTAN INDUSTRIES AND
COMMERCE DEPARTMENT SUBORDINATE
(TECHNICAL AND NON-TECHNICAL) (BPS-1 TO 15)
SERVICE RULES, 2016

Service Rules No. XXXIV of 2016

CONTENTS

RULES

10.

11.

12.

13.

14.

15.

Preamble.

PART I— GENERAL

Short title and commencement.

Definitions.

PART II— RECRUITMENT

Eligibility and Composition of the Service.

Appointing Authority.

Method of Recruitment.

Age.

Qualification.

PART II — CONDITIONS OF SERVICE

Probation.

Confirmation.

Seniority.

Liability to Transfer and Serve.

General Rules.

Relaxation.

Delegation.

Repeal.

Appendix.

'THE BALOCHISTAN INDUSTRIES AND COMMERCE DEPARTMENT
SUBORDINATE (TECHNICAL AND NON-TECHNICAL)
(BPS-1 TO 15) SERVICE
RULES, 2016

NOTIFICATION

[28" November, 2016]

No. SOR-II (10)10/2016-S&GAD/3530-79. 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 Industries and Commerce Department Subordinate (Technical and Non-Technical) (BPS-1 to 15) Service, and prescribing conditions of service for the persons appointed thereto, namely: —

THE BALOCHISTAN INDUSTRIES AND COMMERCE
DEPARTMENT SUBORDINATE (TECHNICAL AND NON-
TECHNICAL) (BPS-1 TO 15) SERVICE RULES, 2016

Service Rules No. XXXIV of 2016

PART I— GENERAL

1. Short title and commencement.— (1) These rules may be called "the Balochistan Industries and Commerce Department Subordinate (Technical and Non-Technical) (BPS-1 to 15) Service Rules, 2016".

(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;

" These rules have been issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR-II (10)10/2016-S&GAD/3530-79, dated 28" November, 2016; and published in the Balochistan Gazette (Extraordinary) No. 175, dated 28" November, 2016.

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.

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"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;

"Commission" means the Balochistan Public Service Commission!;

"Department" means the Balochistan Industries and Commerce Department;

"Government" means the Government of Balochistan;

"Initial recruitment" means appointment made otherwise than by promotion or transfer from another Service/ Department/ Post;

"Post" means 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;

"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;

"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;

"Rules" means the Balochistan Industries and Commerce Department Subordinate (Technical and Non-Technical) (BPS-1 to 15) Service Rules, 2016;

"Service" means the Balochistan Industries and Commerce Department Subordinate (Technical and Non-Technical) (BPS-1 to 15) Service; and

"Selection/Promotion Committee" means the Selection/ Promotion Committees constituted by the Department under the rule 5 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 20097.

(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.

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).

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.

(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.

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 III — 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

35, dated 25" February, 2013.

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

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 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009? and in the Balochistan Civil Servants (Seniority) Rules, 20087.

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 Industries and Commerce Department Subordinate (Technical and Non-Technical) (Grade-1 to 15) Service Rules, 19833, are hereby repealed.

BY ORDER OF

GOVERNOR BALOCHISTAN

CHIEF SECRETARY
GOVERNMENT OF BALOCHISTAN

1 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.

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. \$.O.R (2)/201/S&GAD-82, dated 25" September, 1983; published in the Balochistan Gazette (Extraordinary) No. 317, dated 27" September, 1983. Now repealed, R. 15.

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(See Appendix on next page)

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APPENDIX

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

Nomenclature and Method of recruitment.
basic pay scale

(BPS) of the Post.

Minimum qualification for
initial recruitment.

Bachelor'

Inspector
Control,

Quality

(BPS-15).

Degree in
Science with Chemistry or
Food Technology from a
recognized University; or

Three (3) years' Diploma
in Textile from a
recognized Institute.

(a) 50% by promotion from
amongst the members
of the Service holding
the post Assistant
Inspector Quality (BPS-
12) having at least three
(3) years' service as
such, on seniority cum
fitness basis; and

50% by
recruitment.

initial

Inspector Price
Control,

Bachelor' Degree in Commerce
(B.Com) from a_ recognized

50% by promotion from
amongst the members

University. of the Service holding

(BPS-15).

Boiler Registration
Officer

(BPS-15)

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(a) Three years' Diploma of

Associate
Mechanical

Engineers in
Technology

from a

Institute; and

recognized

having at least three (3)
years' experience in
repairs and maintenance of
Steam Boiler.

the post Assistant
Inspector Price Control
(BPS-12) having at
least three (3) years'
service as such, on
seniority cum fitness
basis; and

50% by
recruitment.

initial

50% by promotion from
amongst the members
of the Service holding

Assistant
Registration
having at

the post
Boiler
(BPS-12)

least three (3) years' service aS such, on seniority cum fitness basis; and

50% by recruitment.

initial

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Quality Evaluator,
(BPS-15).

Price Evaluator,
(BPS-15).

Assistant Boiler
Inspector,

(BPS-14).

Assistant Inspector
Quality Control,

(BPS-12).

Assistant Inspector
Price Control,

(BPS-12).

Assistant Boiler
Registration,

(a)

Bachelor'
Science with Chemistry or
Food Technology from a

Degree

recognized University; or

Three (3) years' Diploma
in Textile from a
recognized Institute.

Bachelor Degree in Commerce
(B.Com) from a_ recognized
University.

(a)

Higher

Three year's Diploma of
Associate Engineers in
Mechanical or Electrical
Technology from a

recognized Institute; or

having at least two (2) years' experience in repairs and maintenance of

Steam Boiler.

Secondary School

Certificate in Science from a

recognized Board.

(a)

(b)

Intermediate in Commerce (I.Com) from a recognized Institute; or

Diploma in Commerce (D.Com) from a recognized Institute.

Higher Secondary School Certificate in Science from a recognized Board; and

in | By initial recruitment.

50% by promotion from amongst the members of the Service holding the post Assistant Price Evaluator (BPS-12) having at least three (3) years' service as such, on seniority cum fitness basis; and

50% by recruitment.

initial

By initial recruitment.

By initial recruitment.

By initial recruitment.

By initial recruitment.

(BPS-12).

Assistant Price
Evaluator,

(BPS-12).

Assistant Industrial
Development
Officer,

(BPS-11).

Research
Investigator,

(BPS-11).

Electrician,

(BPS-8).

Meter Reader,
(BPS-6).

Plumber,

(BPS-6).

One (1) year's training
Course in the relevant field
from a recognized
Institute.

Intermediate in Commerce
(I.Com) from a recognized
Institute; or

Diploma in Commerce
(D.Com) from a
recognized Institute.

Bachelor' Degree with
Physics and Chemistry or
Economics from a
recognized University; or

Bachelor's Degree in
Commerce (B.Com) from
a recognized University.

Intermediate in Commerce
(I.Com) from a recognized
Institute; or

Diploma in Commerce
(D.Com) from a
recognized Institute.

Secondary School
Certificate from a
recognized Board; and

having at least one (1)
year's training Course in
the relevant trade from a
recognized Institute.

Secondary School Certificate
from a recognized Board.

(a)

(b)

Secondary School
Certificate from a
recognized Board; and

having at least one (1)
year's Training Course in
the relevant field from a

By initial recruitment.

Tube Well (a) Secondary School | By initial recruitment.

Operator, Certificate from a

(BPS-5). recognized Board; and

(b) having at least one (1)
year's Training Course in
the relevant field from a
recognized Institute.

Bill Distributor, Secondary School Certificate | By initial recruitment.
from a recognized Board.

(BPS-5).

oF Machine Secondary School | By initial recruitment.

Operator, Certificate from a

(BPS-2). recognized Board; and

having at least one (1)
year's practical experience
in the relevant field.

Valve Man, Middle Pass Certificate; | By initial recruitment.

(BPS-2). and

having at least one (1)
year's Training Course in
the relevant field from a
recognized Institute.

(PART-B-NON-TECHNICAL POSTS)

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

Security Inspector, | Bachelor's Degree from a|(a) 50% by promotion from

(BPS-15). recognized University. amongst the members
of the Service holding
the post Assistant
Security Inspector
Quality (BPS-12)
having at least three (3)
years' service as such,
on seniority cum fitness
basis; and

50% by initial
recruitment.

Inspector Bachelor's Degree in | (a) 50% by promotion from
Recovery, Commerce (B.Com) from a amongst the members
(BPS-15). recognized University. of the Service holding
the post Assistant
Inspector Recovery
(BPS-12) having at
least three (3) years'
service aS such, on
seniority cum fitness

basis; and

50% by initial
recruitment.

Care Taker, Bachelor's Degree from a | By initial recruitment.

(BPS-15). recognized University.

Inspection Officer, | (a) Bachelor' Degree in| (a) 50% by promotion from
Science with Chemistry or amongst the members
Food Technology from a of the Service holding

(BPS-15).

recognized University; or the post Assistant
Inspection (BPS-12)
having at least three (3)
years' service as such,
on seniority cum fitness

Three (3) years' Diploma

in Textile from a
recognized Institute.

basis; and

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Accountant,

(BPS-14).

Auditor,

(BPS-14).

Assistant

Registration

Officer,

(BPS-14).

Khateeb,

(BPS-14).

Stenographer,

(BPS-14).

Bachelor's Degree in
Commerce (B.Com) from
a recognized University;
or

Bachelor's Degree in
Business Administration
(B.B.A) from a recognized
University; and

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

Bachelor's Degree in
Commerce (B.Com) from a
recognized University.

Bachelor's Degree from a
recognized University.

Al Shahdat-ul-Aalmia
from Wafaq-ul-Madaris,
Tanzeem-ul-Madaris or
from any of the HEC
recognized Institution; or

having good command of
Arabic language and have

more than average proficiency in Quran and Hadith; and

Hafiz-ul-Quran and Qari will be preferred.

Bachelor' Degree from a recognized University;

typing skill in English and Urdu with a speed of at

(b) 50% by initial recruitment.

By initial recruitment.

By initial recruitment.

By initial recruitment.

(a) 50% by promotion from amongst the members of the Service holding the post Pesh Imam (BPS-12) having at least three (3) years' service aS such, on seniority cum fitness basis; and

50% by initial recruitment.

By initial recruitment.

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.

Senior Clerk, By promotion from amongst the members of the Service holding the post of Junior Clerk (BPS-11) having at least three (3) years' service

(BPS-14).

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 members unable to acquire Higher Secondary Schools Certificate shall not be eligible for promotion and if deferred twice for promotion by the competent forum will stand superseded.

Assistant Computer Higher Secondary | By initial recruitment.

Operator, School Certificate (BPS-12). from a recognized Board; and

having one year's Diploma in Computer Science or IT, from a recognized _ Institute; or

ICS from a recognized

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Pesh Imam,

(BPS-12).

Assistant Security
Inspector,

(BPS-12).

Assistant Inspector
Recovery,

(BPS-12).

Assistant
Inspection (BPS-
12).

Junior Clerk,

(BPS-11).

Institute/Board; and

(b) typing skill on
computer with a speed
of at least 60 words
per minute in English
and Urdu.

(a) Al Shahdat-ul-Alia
(Equivalent to Bachelor's
Degree) from Wafaq-ul-
Madaris,
Madaris or from any of the
HEC recognized
Institution;

Tanzeem-ul-

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

Hafiz-ul-Quran and Qari
will be preferred.

Higher Secondary School
Certificate from a recognized
Board.

Diploma in Commerce
(D.Com) from a_ recognized
Institute.

Higher Secondary School
Certificate in Science from a
recognized Board.

Higher Secondary School
Certificate from a
recognized Board;

typing skill in English and
Urdu with a speed of at
least 30 words per minute;
and

will be
accorded to those

preference
who

By initial recruitment.

By initial recruitment.

By initial recruitment.

By initial recruitment.

20% by promotion
the
the
Service holding the
posts of (BPS-1 to
BPS-5) having at
least three (3) years
service as such,
possessing the
Seconda School

from amongst
members of

have experience in Certificate with

Computer / IT software typing skill in

applications and Urdu English and Urdu

typing skill. having a speed of at least 30 words per minute;

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 having acquired the Secondary School Certificate on the same date, the official having longer service shall be ranked senior to the 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

Gii)if an employee possesses the

Secondary School Certificate prior to induction in Service, shall be entitled for

Al Shahdat-ul-Mutawsita
from Wafaq-ul-Madaris,
Tanzeeem-ul-Madaris or
from any of the HEC
recognized Institution; and

shall possess admirable

seniority from the
date of appointment;
and

(b) 80% by initial
recruitment.

50% by promotion from
amongst the members
of the Service holding
the post Khadim (BPS-
1) having at least five
(5) years' service as
such, on seniority cum

voice for Azan. :
fitness basis; and

50% by initial
recruitment.

Middle Pass Certificate; By initial recruitment.

possesses a valid
HTV/LTV driving licence
issued from the Licensing
Authority; and

having at least two years'
experience as driver.

By promotion from amongst
the members of the Service
holding the post of Naib
Qasid (BPS-1) having at
least five (5) years' service
as such, on seniority cum
fitness basis.

Naib Qasid, Literate. By initial recruitment.
(BPS-1).

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

Mali, (i) Literate; and By initial recruitment.

(BPS-1). (11) having experience in
gardening.

By initial recruitment

18. Driver,
(BPS-4).

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Jess

Attendant, Literate. By initial recruitment.

(BPS-1).

Literate; and By initial recruitment.

having experience in
Cooking.

Waiter, 1) Literate; and By initial recruitment.

(BPS-1). having experience in
Cooking.

Literate; and By initial recruitment.

having relevant
experience.

Sweeper, Literate. By initial recruitment.

(BPS-1).