

THE BALOCHISTAN MINES AND MINERALS DEPARTMENT
(MINERALS WING) TECHNICAL AND NON-TECHNICAL
(BPS-1 TO 15) SERVICE
RULES, 2017

Service Rules No. VI of 2017

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THE BALOCHISTAN MINES AND MINERALS DEPARTMENT
(MINERALS WING) TECHNICAL AND NON-TECHNICAL

" These rules have been issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR-II (10)38/2017-S&GAD/726-75, dated 7" February, 2017; published in the Balochistan Gazette (Extraordinary) No.28, dated 7" February, 2017.

(BPS-1 TO 15) SERVICE
RULES, 2017

NOTIFICATION

[7" February, 2017]

No. SOR-II (10)38/2017-S&GAD/726-75. 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 Mines and Minerals Department (Minerals Wing) Technical and Non-Technical (BPS-1 to 15) Service, and prescribing conditions of service for the persons appointed thereto, namely: —

THE BALOCHISTAN MINES AND MINERALS DEPARTMENT
(MINERALS WING) TECHNICAL AND NON-TECHNICAL
(BPS-1 TO 15) SERVICE
RULES, 2017

Service Rules No. VI of 2017

PART I— GENERAL

1. Short title and commencement.— (1) These rules may be called "the Balochistan Mines and Minerals Department (Minerals Wing) Technical and Non-Technical (BPS-1 to 15) Service Rules, 2017".

(2) They shall come into force at once.

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

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

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

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

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

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

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

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

Commission constituted under the Balochistan Public Service Commission Act, 1989 (Act II of 1989); published in the Balochistan Gazette (Extraordinary) No. 88, dated 23rd May, 1989; and earlier to that constituted under the Balochistan

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(g) "Department" means the Balochistan Mines and Minerals Development Department!;

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

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

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

(k) "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;

(1) "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;

(m) "Rules" means the Balochistan Mines and Minerals Department (Minerals Wing) Technical and Non-Technical (BPS-1 to 15) Service

Rules, 2017;

(n) "Service" means the Balochistan Mines and Minerals Department (Minerals Wing) Technical and Non-Technical (BPS-1 to 15) Service; and

(o) "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.

(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.

Ordinance II of 1978 (repealed) and the Balochistan Act IV of 1974 (repealed).

That is an Administrative Department of the Government of Balochistan, see S. No. 25, Schedule II of the Balochistan Government Rules of Business, 2012, published in Balochistan Gazette (Extraordinary) No. 115, dated 14% December, 2012. Rules issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SORI-5(13)1/S&GAD/2007/1857-1956, dated 27" October, 2009; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 27" October, 2009.

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

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

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

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

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

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

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

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

PART II — CONDITIONS OF SERVICE

8. Probation. — A person appointed to a post in the Service on regular basis shall remain on probation for a period as prescribed in rule 2-A of the Balochistan Civil Servants (Confirmation) Rules, 2012.

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

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

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

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

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

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

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

(a) transfer anywhere in Balochistan; and

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

body setup or established by Government:

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

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

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

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

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

15. Repeal. — The Balochistan Mines and Minerals Department (Minerals Wing) Technical and Non-Technical (Grade-1 to 15) Service Rules, 2004', are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN

CHIEF SECRETARY
GOVERNMENT OF BALOCHISTAN

(See Appendix on next page)

1 Rules issued by the Services and General Administration Department, Government of Balochistan, , vide its Notification No.SORI.1(17)S&GAD/2007/929-1030 dated 25th August, 2008; and published in the Balochistan Gazette (Extraordinary) No 222, dated 25" August, 2008.

These rules were issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR-II(10)38/S&GAD/04/820-57, dated 10" July, 2004. Now repealed by R.15. It repealed the earlier Balochistan Mineral Development, Ministerial and Subordinate (Technical and Non-Technical) Grade 1 to 15) Service Rules, 1983.

(MINISTERIAL POSTS)

APPENDIX-I

{See rule 2 (1) (b) 3 (3), 5 & 7(DkL

Nomenclature and Minimum qualification for Method of recruitment

basic pay scale initial recruitment

(BPS) of the Post

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

(BPS-14). 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.

Senior Clerk, By promotion from amongst

(BPS-14).

the members of the Service

holding the post of Junior

Clerk (BPS-11) having

Higher Secondary Schools

Certificate with 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

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 | (a) (i) Higher Secondary | By initial recruitment.
Operator, School Certificate from
(BPS-12). a recognized Board;

and

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

ICS from a recognized
Institute /Board; and

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

Pesh Imam, Al Shahdat-ul-Alia | By initial recruitment.

(Equivalent to Bachelor's
Degree) from Wafaq-ul-
Madaris, Tanzeem-ul-
(BPS-12).

Madaris or from any of the
HEC recognized
Institution;

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.

Junior Clerk, Higher Secondary School | (a) 20% by promotion
(BPS-11). Certificate from a from amongst the
recognized Board; members of the Service
holding the posts of
(BPS-1 to BPS-5)

having at least three (3

typing skill in English
and Urdu with a speed of

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at least 30 words per minute; and

preference will be accorded to those who have experience in Computer / IT software applications English and Urdu typing skill.

years service as such, possessing the Secondary School Certificate with typing skill in English and Urdu 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

(i)if an employee

possesses the
Secondary School
Certificate prior to
induction in Service,

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Royalty Inspector,

(BPS-11).

Assistant
Inspector,

(BPS-8).

Dafitari,
(BPS-2).

Mali,
(BPS-1).

Naib Qasid,
(BPS-1).

ou | Chowkidar, Literate

Royalty | (a)

(a)

Bachelor's Degree in
Commerce from a
recognized § University;

and

Bachelor's Degree with
Economics/ Statistics/
Mathematics as one of the
subject from a recognized
University.

Diploma in Commerce
(D.Com) from a
recognized Board; Or

Higher Secondary
Schools Certificate with
Economics/ Statistics as
one of the subject from a
recognized Board.

Literate; and

experience in Gardening.

Literate.

shall be entitled for seniority from the date of appointment; and

(b) 80% by recruitment.

initial

(a) 50% by from amongst the members of the Service holding the post of Assistant Inspector

promotion

Royalty (BPS-8) having at least three (3) years' service as such, on seniority cum fitness basis; and

50% by recruitment.

initial

By initial recruitment.

By promotion from amongst the members of the Service holding the post of Naib Qasid (BPS-1) having at least three (3) years' service as such, on seniority cum fitness basis.

By initial recruitment.

By initial recruitment.

By initial recruitment.

Jas

Farash, Literate. By initial recruitment.

(BPS-1).

—

Sweeper, Literate. By initial recruitment.

(BPS-1).

Security Guard, Literate. By initial recruitment.

(BPS-1).

(TECHNICAL POSTS)

APPENDIX-II

{See rule 2 (1) (b) 3 (3), 5 & 7(DkL

Nomenclature and Minimum qualification for Method of recruitment

basic pay scale initial recruitment

(BPS) of the Post

By promotion from amongst
the members of the Service
holding the post of
Draftsman (BPS-11) having
at least three (3) years'
service as such, on seniority
cum fitness basis.

Draftsman, Three (3) years' Diploma of | (a) 70% by promotion

Associate Engineers in the from amongst the
relevant field of Draftsmanship members of the Service
from a recognized University/ holding the post of
Institute. Assistant Draftsman
(BPS-8) having at least
three (3) years' service
as such, on_ seniority

(BPS-11).

cum fitness basis; and

30% by initial
recruitment.

Surveyor, Diploma in Mines | By initial recruitment.

Surveying from a

(BPS-11). ; ;
recognized Institute; and
Mines Surveyor's
Competency Certificate
under the Mines Act,
1923 (IV of 1923).

Assistant Secondary Schools Certificate | (a) 70% by promotion

Draftsman, with drawing as a subject from from amongst the
a recognized Board. members of the Service
holding the post of
Tracer (BPS-5)/ Field
Assistant (BPS-5

(BPS-8).

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

30% by initial recruitment.

Secondary Schools 50% by promotion Certificate from a from amongst the recognized Board; and members of the Service holding the post of Driver (BPS-4) having at least three (3) years'

training certificate in Mechanical Trade from a

recognized Institute. ; service as such, on

seniority cum fitness basis; and

50% by initial recruitment.

Tracer, Secondary Schools Certificate | By initial recruitment.

(BPS-5). with drawing as a subject from a recognized Board.

Field Assistant, Secondary Schools Certificate | By initial recruitment. from a recognized Board.

(BPS-5).

Fero Operator, Secondary Schools Certificate | (a) 75% by promotion from a recognized Board. from amongst the members of the Service holding the post of Fero Printer (BPS-1) and Chainman (BPS-1) having at least five (5) years' service as such,

(BPS-5).

on seniority cum fitness basis; and

25% by initial recruitment.

Driver, Middle pass Certificate | By initial recruitment.
from a recognized Board/

(BPS-4). :
Institute;

possessing a valid HTV/
LTV driving _ licences;

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issued from the Licensing Authority; and

having at least two years' experience as driver.

Compressor Literate. By initial recruitment.

Operator, having the knowledge of

(BPS-3). machine and tools, including their design, uses, repair and maintenance.

Laboratory Literate. By initial recruitment. Attendant ,

(BPS-2).

Fero Printer, Literate. By initial recruitment.

(BPS-1).

Chianman, Literate. By initial recruitment.

(BPS-1).