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TO BE PUBLISHED IN THE EXTRAORDINARY GOVERNMENT OF BALOCHISTAN

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SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT
(Regulations Section-II)

Dated Quetta, the January, 2021

NOTIFICATION

4G_9°

No.SOR-II(37)2/2021-S&GAD 174-22 3 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 Minorities Affairs Department Subordinate (BPS-1 to 15) Service, and

prescribing conditions of service for the persons appointed thereto, namely:-

THE BALOCHISTAN MINORITIES AFFAIRS DEPARTMENT SUBORDINATE (BPS-1 TO 15) SERVICE RULES, 2021

Service Rules No. I of 2021

; BIC ; - PART-I-GENERAL

Short title and<com énement.— (1) These rules may be called "the Balochistan
Minorities Affairs Department Subordinate (BPS-1 to 15) Service Rules, 2021",

1.

(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 Scale (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;

(g) "Department" means the Balochistan Minorities Affairs 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;

(j) "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;

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(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;

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(l) "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 Minorities Affairs Department Subordinate (BPS-1 to 15) Service Rules, 2021;

(n) "Service" means the Balochistan Minorities Affairs Department Subordinate (BPS-1 to 15) Service; and

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

(2) Words and expressions used but not defined herein above sub-rule (1), unless the context othe
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.

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. *:

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(2)

No person, not already in Government Service, shall be appointed to the
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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 MRS fit by the Medical Board constituted by the Government for the
purpose ora Gove, ye i
the case may be.

: Ae. cal Officer not below the rank of District Health Officer, as

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 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.

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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:

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Provided that wherever such relaxation involves a question on which consultation , ezqansath, 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.

BY ORDER OF
GOVERNOR BALOCHISTAN

CHIEF SECRETARY
BALOCHISTAN

The Chief Controller,

Printing and Stationery Department,
Balochistan, Quetta for publication

and provision of 20 copies of the Gazette.

No. Even. Dated. Even.

A copy is forwarded for information to:-

1 The Senior Member, Board of Revenue Balochistan, Quetta.

2. . The Additional Chief Secretary (Dev:), GoB, P&D Department, Quetta.

3. The Chairman, Chief Minister's Inspection Team, Quetta.

4 The Chairman, Balochistan Public Service Commission, Quetta.

5 The Principal Secretary to Governor Balochistan, Quetta.

6. The Principal Secretary to Chief Minister Balochistan, Quetta.

[7 . The Secretary, GoB, Law and Parliamentary Affairs Department, Quetta with

reference to his letter No.Legis:4-226 /Law/2020/ 10464 dated 22n¢ December, 2020.

8 The Secretary, GoB, Minorities Affairs Department, Quetta with reference to his letter No.SO(Admn) 1-7 /M.A/2020/ 1083 dated 15% December, 2020.

9. The Accountant General Balochistan, Quetta. d

10. The Additional Secretary (Staff) to Chief Secretary Balochistan, Quetta,

11. All the Under Secretaries/Section Officers in S&GAD, Quetta.

12. The Private Secretary to Secretary S&GAD, Quetta.

13. The P.A to Additional Secretary (Regulations) S&GAD, Quetta.

14. The P.A to Deputy Secretary (Regulations) S&GAD, Quetta.

15. Master File.

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Under Secretary (Regulations-I])

S&GAD |

Ph. No: aong607/2) \

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APPENDIX

{See Rules 2 (1) (b) 3 (3), 5 & 7 (1)}

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

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

Higher Secondary | By initial recruitment.
School Certificate from

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 30 words
per minute in English
and Urdu.

Higher Secondary 20% y promotion
School Certificate from amongst the
from a _ recognized members of the Service
Board; holding |the posts of
(BPS- 1 to BPS-5)
typing skill in English having at least three (3)

and Urdu with a speed years' service as such, of at least 30 words possessing the per minute; and Second School Certificate with typing preference will be skill in English and accorded to those who Urdu having a speed of have experience in at least 30 words per Computer/IT software minute; applications and Urdu typing skill.

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For the purpose of promotion a combined 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;

if an employee possesses the O \Secondary School «Certificate prior to induction in Service, shall be entitled for seniority from the date of appointment;

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 cases i.e, already in

service or newly appointed. In case of failure their names will be inserted in the bottom of the said list from the date of submission of their application; and

(b) 80% by initial recruitment.

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4. Photostat Machine | (a) Secondary School | By initial recruitment.

. Operator, Certificate from a

www.ezqanoon.ca{(BPS-5). recognized Board;
and

(b) one year's experience

in operating different
types of photocopy
machines.

Secondary School | By initial recruitment.

Certificate from a
recognized Board;

and

the appointment will
be made from
Minority

Communities.

Guide,
(BPS-5).

Secondary School | By initial recruitment.

Certificate from a
recognized Board;

and

the appointment will
be made from
Minority

Communities.

Middle Certificate;

By initial recruitment.

(b) possesses a_ valid
i HATV/LTV driving
licence issued from
the Licensing
Authority; and

having at least two
years' experience as
driver.

Naib Qasid, Literate.

(BPS-1).

By initial recruitment from
the Minorities Communities at
Gurdwara, Mandar,
Shamshan 'Ghatts and
Churches.

10. | Security Guard, Literate. By initial recruitment from
(BPS-1). the Minorities) Communities,
in case of non availability of
Muslim.

11. Cook, Literate; and By initial recruitment from

(BPS-1). the Minorities Communities at
Gurdwara, Mandar,
Shamshan Ghatts and

Churches.

experience
cooking.

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Literate. By initial recruitment from
the Minorities Communities at
Gurdwara, Mandar,
Shamshan Ghatts/Grave

Yards and Churches.

Part Time Sweeper | Literate.

By initial recruitment from
Class-IV,

the Minorities Communities at
Gurdwara, Mandar,

Shamshan Ghatts/Grave

Yards and Churches.

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