

THE BALOCHISTAN POPULATION WELFARE DEPARTMENT  
(NON-TECHNICAL) (BASIC PAY SCALE 16 AND ABOVE)  
SERVICE RULES, 1993

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RULES

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THE BALOCHISTAN POPULATION WELFARE DEPARTMENT

1 These rules have been issued by the Services and General Administration Department vide its notification No. SOR-II (3)1/S&GAD-87/830-940/, dated 10<sup>th</sup> July, 1993; and published in the Balochistan Gazette (Extraordinary) No. 15-A, dated 10<sup>th</sup> July, 1993.

2 Spelling of the word “Baluchistan”, wherever it appears in these rules, is corrected by insertion of letter “o” instead of “u”; as Government of Balochistan, S&GAD's Notification No. SORI (4) 6/ S&GAD-89, dated 18<sup>th</sup> June, 1989.

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(NON-TECHNICAL) (BASIC PAY SCALE 16 AND ABOVE) SERVICE  
RULES, 1993

NOTIFICATION

[10% July, 1993]

No. SOR-II (3)1/S&GAD-87/830-940/. In exercise of the powers conferred by Section 25 of the Balochistan Civil Servants Act, 1974<sup>1</sup> (IX of 1974), the Government of Balochistan is pleased to make the following rules regulating recruitment to the Balochistan Population Welfare Department (Non-Technical) (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 Population Welfare Department (Non-Technical) (Basic Pay Scale 16 and above) Service Rules, 1993.

(2) They shall come into force at once.

2. Definitions— In these rules, unless the context otherwise required the following expression shall have the meanings hereby respectively assigned to them, that is to say: —

(a) "Appendix" means Appendix to these rules;

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

(c) "Board" means a Board of 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;

(d) "Commission" means the Balochistan Public Service Commission<sup>2</sup>;

(e) "Department" means the Balochistan Population Welfare Department.

(f) "Government" means to the Government of Balochistan.

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

(h) "Recognized University" means any university incorporated by law in Pakistan or any other university declared by Government in consultation with the commission to be a recognized University for the purpose of these rules;

(i) "Scheduled Castes" means the castes, races or tribes and parts of groups within castes, races or tribes declared to be scheduled castes, under any law in force in Pakistan or as declared by Government for the purpose of these rules;

<sup>1</sup> That is Balochistan Act IX of 1974; passed by the Provincial Assembly of Balochistan on 19<sup>th</sup> June, 1974; assented to by the Governor of Balochistan; and published in the Balochistan Gazette (Extraordinary) No. 41 dated 20<sup>th</sup> July, 1974.

<sup>2</sup> 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 under the Balochistan Ordinance II of 1978 (repealed) and the Balochistan Act IV of 1974 (repealed).



(j) "Service" means the Balochistan Population Welfare Department (Non-Technical) (Basic Pay Scale 16 and above) Service.

## PART I — 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) above may be relaxed by Government in the case of a person who is married to a citizen of India.

(3) The Service shall comprise of the post 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 Service shall be made by Government.

5. Method of Recruitment.— | Appointment to the Service shall be made as specified in the Appendix.

6. Age.— (1) No person, shall be appointed to the Service by initial

recruitment who is:—

(a) Less than twenty seven years or more than forty years of age in Basic Pay Scale 18; or

(b) Less than twenty one years or more than thirty years of age in case of Basic Pay Scale 16 and 17 post;

Provided that—

(i) in the case of a person whose services under the Government have been terminated for want of a vacancy the period of Service already rendered by him shall, for the purpose of the upper age limit under this rule, be excluded from his age.

(ii) for upper age limit for appointment in the service by initial recruitment

in case of candidates from scheduled castes or under developed areas, shall be relaxed as per Government instructions in force.

(2) For the purpose of this rule, age shall be reckoned:—

(i) Where recruitment is to be made on the basis of a written examination, as on the |\* of January of the year in which the examination is proposed to be held; and

(ii) In other cases, as on the last date fixed for submission of application for appointment.

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, 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 a Government Medical Officer not below the rank of a District Health Officer.

## PART I — CONDITIONS OF SERVICE

8. Probation. (1) A person appointed to the service against a substantive vacancy, shall remain on probation for a period of two years if appointed by initial recruitment, and for a period of one year if appointed otherwise.

Explanation. Officiating service and service spent on deputation to a corresponding or a higher post may be allowed to count towards the period of probation.

(2) If the work or conduct of a member of the service during the period of probation has, in the opinion of appointing authority not been satisfactory the appointing authority may, notwithstanding that the period of probation has not expired, dispense with his services if he has been appointed by initial recruitment and if he has been appointed otherwise, revert him to his former post, or if there be no such post, dispense with his services.

(3) On completion of the period of probation of a member of the service, the appointing authority may, subject to the provision of sub rule (4), confirm him in his appointment, or if his work or conduct has, in the opinion of such authority, not been satisfactory.

(a) in case he has been appointed by initial recruitment dispense with his services; or

(b) in case he has been appointed otherwise, revert him to his former post,

and if there no such post dispense with his service; or

(c) extend the period of probation by a period not exceeding two years in all and during or on the expiry of the initial probationary period.

Explanation—I.— If no orders have been made by the day following the completion of the initial probationary period, the period of probation shall be deemed to have been extended.

Explanation— II. — If no orders have been made by the day on which the maximum period of probation expires, the probationer shall be deemed to have been confirmed in his appointment from the date on which he was appointed to the post subject to provisions of sub-section (5) of section 7 of Balochistan Civil Servants Act, 1974.

(4) No person shall be confirmed in the service unless he successfully completes such training and passes such departmental examinations as may be prescribed by Government from time to time.

(5) If a member of the service whether appointed by initial recruitment or otherwise fails to complete successfully any training and pass any departmental examination under sub rule (4) within such period or in such number of attempts as may be prescribed by Government the appointing authority may:—



(a) In case he has been appointed by initial recruitment, dispense with his service; or

(b) In case he has been appointed otherwise, revert him to his former post and if there be no such post, dispense with his services.

9. Seniority— (1) The inter-se seniority of the members of the service in the various grades thereof shall be determined;-

(a) In the case of members appointed by initial recruitment, in accordance with the order of merit assigned by the Commission provided that members selected for the service in an earlier selection shall rank senior to the members selected in a later selection; and

(b) In the case of members appointed otherwise with reference to the dates of their continuous appointment therein; provided that if the dates of continuous appointment in the case of two or more members of the Services is the same the older officer, if not junior to the younger officer or officers in the next below grade shall rank senior to the younger officer or officers.

Explanation—I.— If a junior officer in a lower grade is promoted to a higher grade temporarily in the public interest, even though continuing later permanently in the higher grade, it would not adversely affect the interest of his seniors in the fixation of his seniority in the higher grade.

Explanation— I. — If a junior officer in a lower grade is promoted to a higher grade by superseding a senior officer and subsequently that officer is also promoted to the same grade the officer promoted first shall rank senior to the officer promoted subsequently.

Explanation— II. — A junior officer appointed to a higher grade shall be deemed to have superseded a senior officer only if both the junior and senior officer was appointed in preference to the senior officer.

(2) The seniority in the various grade of the service of the members thereof appointed by initial recruitment vis-a-vis those appointed otherwise shall be determined.

(a) in case both the officer appointed by the initial recruitment and the officers appointed otherwise have been appointed against substantive vacancies or both have been appointed against temporary vacancy with reference to the date of the appointment to such vacancy in the case of the officers appointed by initial recruitment and to the date of continuous appointment against such vacancy, in the case of officers appointed otherwise provided that if the two dates are the same the officers appointed otherwise shall rank senior to the officer appointed by initial recruitment.

(b) in case the officer appointed by initial recruitment has been appointed against a substantive vacancy and the officer appointed otherwise has been appointed against a temporary vacancy, the officer appointed by initial recruitment shall be rank senior to the officer appointed otherwise; and



(a)

(b)

(c) in case the officer appointed otherwise is appointed against a substantive vacancy and the officer appointed by initial recruitment is appointed against a temporary vacancy, the officer appointed otherwise shall rank senior to the officer appointed by initial recruitment.

10. LIABILITY TO TRANSFER AND SERVE.— The members of the service shall be liable to:—

Transfer any where in Balochistan;

Serve in any department of Government or any local authority or statutory Body set up or established by the 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 services 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.

11. 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 any here-after be prescribed by the Government and made applicable to them.

12. RELAXATION.— Any of these rules may, for reasons to be recorded in writing, 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.

13. Delegation.— Government may delegate all or any of its powers under these to any officer subordinate to it.

14. Repeal.— The Balochistan Population Welfare Department (Basic Pay Scale 16 and above) Service Rules, 1984', is hereby repealed.

BY ORDER OF  
GOVERNOR BALOCHISTAN

CHIEF SECRETARY  
GOVERNMENT OF BALOCHISTAN

(See Appendix on next page)

These rules have been issued by the Services and General Administration Department, Government of Balochistan, vide its Notification No. SOR (2) 234/S&GAD-74, dated 31\* July, 1984; and now repealed by these rules, see r. 14.



## APPENDIX

{See Rules 3 (3), 5 and 7 (1)}

Nomenclature of Minimum qualification Method of Recruitment  
the Post prescribed for appointment  
by initial recruitment

Director General By transfer  
Population  
Welfare  
Department

or

By promotion from amongst the  
members of the service holding  
(B-20). the post of Director Population  
Welfare Department with 17  
years service in B-17 and above.]

Director (B-19) By promotion.  
(Administration

Coordination

Finance and

Planning)

Senior Population By promotion from amongst the

Welfare Officer members of the service holding

(B-19) the post of District Population  
Welfare Officer (B-18)/ Deputy  
Directors (B-18) with at least  
twelve years service in B-17 and  
above and seven years service in  
case of officer who joined service  
by initial recruitment in B-18

Inserted by the Services and General Administration Department, Government of Balochistan, vide its Notification No.  
SOR (ID (3) 1/S&GAD/ 936-1046, dated 5" September, 1994.  
Re-numbered ibid, for serial number 1.

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Deputy Director  
(B-18)

District Population  
Welfare Officer

(B-18)

District Population  
Welfare Officer  
(Low Density) (B-  
17) /Tehsil  
Population

Welfare Officer  
(B-17)/ Deputy  
District Population  
Welfare Officer  
(B-17)/\_\_ Assistant

'[(a) Master Degree (2nd  
Division) in Sociology,  
Social work or  
equivalent qualification  
in the relevant subject  
from a recognized  
University; and

having three 3 years'  
experience in relevant  
filed.]

Master Degree (2nd  
Division) in Sociology,  
Social work or  
equivalent qualification  
in the relevant subject  
from a recognized  
University; and

having three 3 years'  
experience in relevant  
filed.]

Master Degree (2<sup>TM</sup>  
Division) from a  
recognized University.

Provided that the Degree  
in Sociology,

Social  
Demography,

Mathematics,  
Administration/

Psychology,  
Work,  
Statistics,  
Public

\*[(@) 20% by initial recruitment;

(i1)

and

80% by promotion from  
amongst the members of the  
Service holding the post of  
Assistant Director (B-17)/  
District Population Welfare  
Officer (Low Density)/  
Tehsil Population Welfare  
Officer (B-17)/ Deputy  
District Population Welfare  
Officer (B-17)/ Accounts  
Officer (B-17) having at  
least five years service as  
such on seniority cum  
fitness basis. ]

20% by initial recruitment;  
and

80% by promotion from  
amongst the members of the  
Service holding the post of  
Assistant Director (B-17)/  
District Population Welfare  
Officer (Low Density) (B-  
17)/ Tehsil Population  
Welfare Officer (B-17)/  
Deputy District Population  
Welfare Officer (B-17)/  
Accounts Officer (B-17)  
having at least five years  
service as such. on seniority  
cum fitness basis.]

75% by initial recruitment;  
and

25% by promotion from  
amongst the members of the  
Service holding the post of  
Research Supervisor,  
Statistical Investigator,

Monitoring and Evaluation  
Officer/ Assistant District

Substituted by the Services and General Administration Department, Government of Balochistan, vides its Notification No. SOR (ID) (19) 4/2014-S&GAD/ 1949-98, dated 4" June, 2014.

Substituted by the Services and General Administration Department, Government of Balochistan, vides its Notification No. SOR (ID) (19) 4/2012-S&GAD/ 1349/98, dated 1 August, 2012.

Substituted by the Services and General Administration Department, Government of Balochistan, vides its Notification No. SOR (ID) (19) 4/2014-S&GAD/ 1949-98, dated 4" June, 2014.

Substituted by the Services and General Administration Department, Government of Balochistan, vides its Notification No. SOR (ID) (19) 4/2012-S&GAD/ 1349/98, dated 1 August, 2012.

Substituted *ibid*.

Director (B-17).

Business Administration/  
Commerce or Social  
Sciences will be  
preferred.

Population Welfare  
Officer/Accountant/  
Superintendent (B-16)  
having at least three years  
service as such, on seniority  
cum fitness basis. ]

Accounts Officer

(B-17)

Statistical  
Investigator

(B-16)

Research  
Supervisor  
(B-16)

Master Degree in Commerce

Second class Master  
Degree in Sociology,  
Social Work,  
Demography, Economics,  
Statistics, Business  
Administration or Social  
Sciences will be  
preferred.

OR

Second Class Bachelor's  
Degree with 3. years  
experience in line

2" Class Master Degree  
in Sociology, Social  
Work, Demography,  
Economics, Statistics,  
Business Administration

SOR (ID) (19) 4/2012-S&GAD/ 1349/98, dated 1<sup>st</sup> August, 2012.

2 Omitted ibid.

By promotion from amongst the members of the service holding the post of Accountant (B-16) with three years service as such

OR

By transfer if no suitable person is available.

50% by initial recruitment

40% by promotion from amongst the members of the service holding the post of Assistant/Account Assistants/ statistical Assistant with 3 years service as such

10% by promotion from amongst the members of service holding the post of Stenographer (B-15) within minimum qualification (B.A) and 3 years service as such

50% by initial recruitment.

40% by promotion from amongst the members of the service holding the post of Assistant/Account Assistants/ statistical Assistant with 3 years service as such

10% by promotion from amongst the members of

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



Monitoring &  
Evaluation Officer  
(B-16)

Assistant District  
Population  
Welfare  
Officer/Population  
Welfare

(B-16)

Accountant

(B-16)

Second Class Master Degree  
in Sociology, Social Work,  
Demography, Economics,  
Statistics, Business  
Administration,

Second Class Master Degree  
in Sociology, Social Work,  
Demography, | Economics,  
Statistics, Mathematics,  
Public Administration or  
Social Sciences

Bachelor Degree in  
Commerce (Second  
Class) from a  
recognized University;  
and

5 Years experience in a  
Government or Semi-  
Government  
Department or  
autonomous Bodies

service holding the post of  
Stenographer (B-15) within  
minimum qualification (B.A)  
and 3 years service as such.

50% by initial recruitment.

40% by promotion from  
amongst the members of the  
service holding the post of  
Assistant/Account  
Assistants/ statistical  
Assistant with 3 years  
service as such.

10% by promotion from amongst the members of service holding the post of Stenographer (B-15) within minimum qualification (B.A) and 3 years service as such,

50% by initial recruitment.

40% by promotion from amongst the members of the service holding the post of Assistant/Account Assistants/ statistical Assistant with 3 years service as such

10% by promotion from amongst the members of service holding the post of Stenographer (B-15) within minimum qualification (B.A) and 3 years service as such,

25% by initial recruitment.

75% by promotion from amongst the members of the service holding the post of Accounts Assistant with 5 years service as such.

By promotion from amongst the

Superintendent

(B-16) members of the service holding the post Assistants/Steno

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with 3 years service as such

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