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GOVERNMENT OF BALOCHISTAN,
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT.

(Regulations Section-II)

NOTIFICATION.

Dated Quetta, the 19th February, 2020.

No. SOR-II(6)5/2019-S&GAD/1073-1122. 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 Forests Department, Ministerial (BPS-1 to 15) Service, and prescribing conditions of service for the persons appointed thereto, namely:-

THE BALOCHISTAN FORESTS DEPARTMENT, MINISTERIAL
(BPS-1 TO 15) SERVICE RULES, 2020.

Service Rules No. V of 2020.

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PART-I-GENERAL

1. Short title and commencement. --- (1) These rules may be called "the Balochistan Forests Department, Ministerial (BPS-1 to 15) Service Rules, 2020",

(2) They shall come into force at once.

Z. 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

(b)

of 1974):

"Appendix" means the Appendix annexed to these rules;

(c) "Appointing Authority" means the appointing authority as specified

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in rule 4:

"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;

"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;

"Commission" means the Balochistan Public Service Commission;

"Department" means the Balochistan Forest and Wildlife 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:

(m) "Rules" means the Balochistan Forests Department, Ministerial (BPS-1 to 15) Service Rules. 2020:

(n) "Service" means the Balochistan Forests Department Ministerial (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 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.

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

YT; 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, 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

"a

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---

be

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(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 Forest Department. Ministerial (Grade 1 to 15) Service Rules, 1982 are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN.

CHIEF SECRETARY
BALOCHISTAN.

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ial 14).

{See Rules 2 (1) (b) 3

Accountant,

BPS-15).

|

i (b) typing skill in English and
Urdu with a speed of at |
per

ee Se

6

APPENDIX

(3), 5 & 7 (1)}

Nomenclature a al Minimum qualification for
basic pay sale |

BPS) of the. pos

(BPS-15)/ Senior
Auditor (

initial recruitment

|

“(b)

a recognized University; |

least 35 words

minute;

) short hand skill with a
Speed of at_

i

|

|

least_ 80 |

Method of

recruitment

4

~ 80% by promotion |

from amongst the
members of the
Service —_ holding
the post of
Stenographer
(BPS-14) having |
at least three (3)
years' service as '
such, on seniority
cum fitness basis:
and

20% by promotion |
from amongst the
members of the
Service — holding
the post of Senior

Clerk (BPS-14)
having at least
three (3) years'

service as such,
on seniority cum
fitness basis.

| ;

(a) Bachelor's | Degree from. By initial recruitment.

— | | words per minute; and iz
'(d) having at three |
months Office
| Automation Certificate in | !
| computer operations |
| from a ___ recognized | |
r 6G. Senior Clerk, oe i By promotion — from |
(BPS-14). amongst all the
| members of Service |
| holding the post of |
Junior Clerk (BPS-11) |
having at least three
! (3) years' service as |
such, on seniority cum |
fitness basis and
| ; possessing
| qualification of Higher
| | Secondary School |
i | | Certificate; |
| Provided that if
| | | any member(s) unable
| | to acquire Higher
Secondary School |
| | Certificate shall not be
eligible for promotion
| | and if deferred twice |
| | for promotion by the |
| competent forum will |
___ a : stand superseded. |
4 ' 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 |
| (ii) ICS from a recognized | |
be | _Institute/Board; and _ | i :

typing skill
computer with a speed
of at least 30 words per
minute in English/Urdu.

“Three years’ Diploma of

on

"By initial recruitment"

Associate Engineers in
Draftsmanship from a
recognized University = /
Institute with specialization in
_Auto CAD

5 Draftsman.

(BPS-11)

6 Transport

Supervisor,

; (BPS-11) _ :

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4 _

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Ja.

“By = promotion from
amongst the members
of the Service holding
the post of Tractor

. Driver (BPS-5),

. Tanker/Truck Driver

_(BPS-4) and Jeep

: Driver (BPS-4)

' possessing Secondary

' School Certificate with

_ at least three (3) years'

service as such, on

seniority cum fitness

' basis,

For the purpose

| of promotion a
| combined seniority list
of Tractor Driver (BPS-
'5), Tanker/ = Truck
'Driver (BPS-4) and
Jeep Driver (BPS-4)
with reference to their

(dates of acquiring
_ Secondary School
Certificate will be
maintained:

Provided that:

more
having

(i) if two or
___ Officials

' (BPS-11).

| Photographer,
| (BPS: ca

i. --- =- — _——"

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"7. | Still Photographer,

a oe

es

| (b)

on

School Certificate from a |
recognized Board:

One year's Diploma in
Photography from a
recognized Institute; and

One year's experience in |
Still Photography.

Higher Secondary | By initial recruitment.

School Certificate from a |
recognized Board;

(ii)

(iii)

'Higher — "Seana | By initial recruitment.

|
|
|

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

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

Junior Clerk,
(BPS-11).

(b) One year's Diploma in
Photography from a
recognized Institute; and

(c) one year's experience in
Video Photography.

|

4

(a) Higher Secondary
School Certificate from a |
recognized Board; |

(b) typing skill in
English/Urdu= with a
speed of at least 30 |
words per minute; and

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

(a) 20% by promotion |

from amongst the |
members of the}
Service holding the |
posts of (BPS-1 to,
BPS-5) having at |
least three (3).
years' service as |
such, possessing |
the Secondary |
School Certificate |
with typing skill in
English/Urdu |
having a speed of ;
at least 30 words |
per minute;

For the purpose of |

promotion ay
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

oa |

|
|

1.

(iii)

(ii)

~ 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
Secondary School |
Certificate prior to

induction in |
Service, shall be |
entitled for |
seniority from the
date of |
appointment;

(iv) 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 1.€.

already In service |
or newly |
appointed. In case |
of _ failure their |
names will be-

=

T ee | inserted in the
| bottom of the said
| list from the date of
| | ' submission of their
| | application; and
| | | (b) 80% by — initial
! H recruitment.
I 10. | Physical Training | (a) Higher Secondary | By initial recruitment. |
| | Instructor, | School Certificate from a |
| | (BPS-8). | recognized Board: and |
| (b) Diploma — in Physical |
i Education at least in: !
Second Division from a
pe recognized Institution
Th, . Stock Assistant, "Secondary School Certificate | By initial recruitment. |
| (BPS-6). |in Science with Biology as a |
' subject, at least in Second |
| Division from a recognized |
| ee | Board. ee |
12. | Store Keeper, '(a) Secondary School , By initial recruitment.
| (BPS-5). Certificate from a;
| | recognized Board; and
|
| | (b) having at least two (2) |
| | years' experience in
tf _ — | ____ Store field. _ |
} 13. Tube Well | (a) Secondary 'School. | 'By initial recruitment |
| Operator, Certificate from a
| (BPS-5). i recognized Board; and
| | 0) six months' Vocational
| Training Certificate from
= | _|____a recognized Institute. Po
i 14, | Tractor [Driver, | (a) Middle Certificate; (a) 25% by promotion |
| | (BPS-5). | from amongst the
| | |(D) possesses a __valid | members of the.
| Tractor driving licence | Service holding the
| | issued from the post of Cleaner
| | Licensing Authority; and | (BPS-1) having
valid Tractor
| |) having at least two Driving License
years' experience as with at least five
fo _ | driver. |. (5) _ years' service

toy

Motor Mechanic,
(BPS-5).

13

(a) Secondary
Certificate
recognized Board; and

(b) having at least six (6)

months Vocational

Training Certificate in the

relevant trade from a

recognized Institute.

School
from a

as such,
seniority
fitness basis; and

(b) 75% by
recruitment.
By initial recruitment.

16. Photo Copy (a) Secondary School
Machine Certificate from a
Operator, recognized Board; and

(BPS-5).

Boat Operator,
| (BPS-4).

one year's experience in
operating different types
of photocopy machines.

Secondary School
Certificate from a
recognized Board; and

By initial recruitment.

(b) having two (2) years'
experience in the
) relevant field.

Tanker/Truck (a) Middle Certificate:

Driver, |
(b) possesses a valid HTV

| (BPS-4).
|

issued
Licensing

driving licence
from ___ the
Authority; and

having at least two years'
experience as driver.

(a) 25% by promotion |
from amongst the ,
members of the.
Service holding the |
post of Cleaner.
(BPS-1) having
valid HTV Driving
License with at
least five (5) years'

service as_ such, |

on seniority cum |
fitness basis; and
initial

75% by

By initial recruitment.

initial

|

on |
cum

|

| 19. Jeep Driver,

(BPS-4).

(a) Middle Certificate;

(b) possesses a valid HTV

(a) 25% by promotion

from amongst the |
members of the

driving licence issued
from the Licensing
Authority; and

(c) having at least two years'
experience as driver.

Service holding the |
post of Cleaner
(BPS-1) having
valid HTV Driving
License with at)
least five (5) years'
service as_ such,
on seniority cum
fitness basis; and

(b) 75% by _ initial
recruitment.

(a) Literate; and By initial recruitment.
b) experience in Cooking.

--- 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.

Security Guard,
(BPS-2)

(a) Literate; and

(b) three years' experience

as a Security Guard.

23. Cleaner, By initial recruitment.
BPS-1).

24. | Naib Qasid, By initial recruitment.
BPS-1). |

25. | Chowkidar, By initial recruitment. |
BPS-1 : —
BPS-1).

27 |

Mali, (a) Literate; and By initial recruitment.
(BPS-1).

a b) experience in Gardening. _

| 28. Sweeper, Literate. By initial recruitment.

| _____—| (BPS-1). | ee

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_ “[Waite, Literate. eT By initial recruitment”

_ BPS-1). a ee ' ; |

,

REHMATULLAH,

Section Officer (Regulations-II)

S&GAD.

Ph. No. 9201563

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