

UNIVERSITY OF LAYYAH ACT 2022

(XXXIX of 2022)

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'UNIVERSITY OF LAYYAH ACT 2022 (XXXIX of 2022)

[08 December 2022]

An
Act

to provide for establishment of the University of Layyah.

It is necessary in the public interest to make provisions for establishment of the University of Layyah, and to provide for the ancillary matters.

Be it enacted by Provincial Assembly of the Punjab as follows:

CHAPTER | PRELIMINARY

1. Short title and commencement.- (1) This Act may be cited as the University of Layyah Act 2022.
(2) It shall come into force at once.
2. Definitions.- In this Act:

- (a) | "Academic Council" means the Academic Council of the University;
- (b) "Administrative Department" means the Higher Education Department of the Government;
- (c) "Authority" means an Authority of the University specified in terms of section 27;
- (d) "Chairperson" means the head of a department of the University;
- (e) "Chancellor" means Chancellor of the University;
- (f) "college" means academic-cum-administrative unit established, administered and maintained by the University in the prescribed manner;
- (g) "Commission" means the Higher Education Commission established under the Higher Education Commission Ordinance, 2002 (LIII of 2002);
- (h) "constituent college" means a college maintained and administered by the University;
- (i) "Controller of Examinations" means Controller of Examinations of the University;
- (j) "Dean" means the head of a Faculty;
- (k) "department" means a teaching department established, administered and maintained by the University in the prescribed manner;

'This Act was passed by the Provincial Assembly of the Punjab on 21 November 2022; assented to by the Governor of the

Punjab on 30 November 2022; and, was published in the Punjab Gazette (Extraordinary), dated: 08 December 2022, pp. 2439
2543.

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“Director” means head of an institute appointed in accordance with the provisions of this Act;

“Faculty” means an academic unit of the University consisting of one or more teaching departments, colleges or institutes;

“Government” means Government of the Punjab;

“institute” means an academic-cum-administrative unit established, administered and maintained by the University in the prescribed manner;

“institution” means an institution imparting instruction or conducting research in public or private sector;

“officer” means an officer of the University specified in this Act;

“prescribed” means prescribed by the statutes or regulations or rules made under this Act;

“Principal” means principal of a college established, administered and maintained by the University;

“Pro-Chancellor” means Pro-Chancellor of the University;

“Pro-Vice Chancellor” means Pro-Vice Chancellor of the University;

“Punjab Higher Education Commission” means the Punjab Higher Education Commission established under the Punjab Higher Education Commission Act 2014 (I of 2015);

“Registrar” means Registrar of the University;

“Schedule” means the Schedule appended to this Act;

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“statutes”, “regulations” and “rules” respectively means the statutes, the regulations and the rules made or deemed to have been made under this Act;

“student” means a student defined under section 7 of this Act;

(aa) “Syndicate” means Syndicate of the University;

(bb) “teacher” means a professor, an associate professor, an assistant professor, a lecturer and research staff, engaged on whole time basis by the University and includes any other person declared by Regulations as teacher;

(cc) “Treasurer” means Treasurer of the University;

(dd) “University” means the University of Layyah; and

(ee) “Vice Chancellor” means the Vice Chancellor of the University.

CHAPTER II

THE UNIVERSITY

3. Establishment and incorporation of the University.- (1) As soon as may

be, after commencement of this Act, the Administrative Department shall, by notification in the official Gazette, reconstitute sub-campus of Baha-ud-din Zakaria University Multan at Layyah as the University of Layyah in accordance with the

provisions of this Act.

(2) The University shall consist of the following:

- (a) Chancellor;
- (b) Pro-Chancellor;
- (c) Vice Chancellor;
- (d) Pro-Vice Chancellor;
- (e) members of the Authorities;
- (f) Chairpersons and Deans;
- (g) | teachers and students; and
- (h) officers and other employees of the University.

(3) | The University shall be a body corporate having perpetual succession and a common seal and may, by its name, sue and be sued.

(4) | The University may acquire and hold property, both movable and immovable, and lease, sell, transfer and otherwise dispose of any property vested in it.

(5) Notwithstanding anything contained in any other law for the time being in force, the University shall have academic, financial and administrative autonomy including the powers to employ officers, teachers and other employees on such terms and conditions as may be prescribed.

(6) All properties, rights and interests of whatever kind used, enjoyed, possessed, owned or vested in the sub-campus of Baha-ud-din Zakaria University Multan, located at Layyah and all liabilities legally subsisting against the said sub-campus shall stand transferred to the University.

(7) — All regular and contract employees serving the sub-campus of Baha-ud-din Zakaria University Multan, located at Layyah immediately before coming into force of this Act, shall be considered on deputation with the University and shall, subject to subsection (8), be liable to be transferred to their parent employer on expiry of deputation period.

(8) Subject to the procedure notified by the University, an employee at the disposal of the University under subsection (7), may at any time within three hundred and sixty five days of coming into force of this Act, opt for absorption in the service of the University on such terms and conditions and in such manner as may be prescribed but such terms and conditions shall not be less favourable than those admissible to such an employee while serving the sub-campus of Baha-ud-din Zakaria University Multan at Layyah immediately before his placement at the disposal of the university under subsection (7).

4. Jurisdiction of the University.- The jurisdiction of the University shall be limited to the territorial limits of the Province of the Punjab:

Provided that the Government may, by general or special order, modify scope of jurisdiction of the University with regard to the territorial limits.

5. University to be open to all.- Subject to such reasonable restrictions as may be prescribed by the statutes and except where the University has been declared, by notification in the official Gazette, to be open only to persons of a specific gender, it shall be open to all persons irrespective of gender, religion, creed, caste, race, class, colour or domicile, who are academically qualified for admission to the courses of study offered by the University, and no such person shall be denied the privileges of the University on any such ground.

6. Teaching at the University.- (1) All recognized teaching in various courses at the University, a college, an institute and a constituent college shall be conducted in such manner as may be prescribed by the regulations, and such teaching may include lectures, tutorials, discussions, seminars, demonstrations, distance learning and other methods of instructions as well as practical work in the laboratories, hospitals, workshops and fieldwork.

(2) The teaching in any prescribed course in the University, a college, an institute and a constituent college shall be organized by such Authority as may be prescribed by the regulations.

(3) | The courses and the curricula for teaching in the University, a college, an institute and a constituent college shall be such as may be prescribed by the regulations.

(4) | A degree, diploma or certificate shall be granted to a student who fulfills the prescribed requirements for that degree, diploma or certificate respectively.

7. Students of the University.- Any person enrolled in the University, a college, an institute or a constituent college as a learner for any academic degree, diploma, certificate or any other program shall be deemed to be the student of the University.

8. Fee and other charges.- The University may, from time to time, determine and revise fees and other charges as may be prescribed.

9. Powers and functions of the University.- The University shall have the powers to:

(a) provide for education and instructions in such branches of learning as it may deem fit, and make provisions for teaching, training, research, service to community and for the application, advancement and dissemination of knowledge in such manner as it may determine;

(b) prescribe courses of studies to be conducted by it, the colleges, institutes, and constituent colleges;

(c) establish colleges, institutes, constituent colleges, departments, faculties, centers of advanced studies, centers of excellence, area study centers, laboratories, workshops, institutions, museums and other centers of learning for the development of teaching and research and technological development and make such arrangements for their maintenance, management and administration as it may determine;

(d) institute professorships, associate professorships, assistant professorships and lectureships and any other post and to appoint persons thereto;

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create posts for teaching, research, extension, administration, and for other related purposes and to appoint persons thereto in the prescribed manner;

prescribe the terms and conditions of employment of the officers, teachers and other employees of the University, and to lay down such terms and conditions as may be different from those generally applicable to the employees of the Government;

institute programs for the exchange of students and teachers between the University and any other university, educational institution or research organization within Pakistan or abroad;

support the academic and professional development of the Faculty and other employees;

hold examinations and to award and confer degrees, diploma certificates and other academic distinctions to and on persons who have been admitted to and have passed its examinations under such conditions as may be prescribed;

accept an examination and the period of study spent by a student of the University at any other university or place of learning equivalent to an examination or period of study of the University and to withdraw such acceptance as may be prescribed;

confer honorary degree or other academic distinctions on persons in such manner and on such terms and conditions as may be prescribed;

confer degrees on persons who have carried on independent research under the prescribed conditions;

provide for such instruction and training for persons not being students of the University, and to grant certificates and diplomas to such persons in the prescribed manner;

collaborate and cooperate with other universities, research and educational institutions and commercial or industrial organizations in the public or private sector, or other public authorities within Pakistan or abroad in such manner and for such purposes as may be prescribed;

institute and award financial assistance to the students for fellowships, scholarships, medals, and prizes as may be prescribed;

establish, control and maintain the University halls of residence for the students, and approve any place as hostel or lodging for the students;

maintain order, discipline, and security on the campuses of the University, a college, an institute and a constituent college;

promote co-curricular and recreational activities of the students and make arrangements for promoting their health and welfare;

develop and implement fund-raising plans;

undertake or engage in such commercial activities for the purpose of generating revenue as it may deem appropriate;

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carry out its development projects through public-private partnerships in the prescribed manner;

undertake research, advisory or consultancy services and, for the purpose, enter into arrangements with public or private bodies as may be prescribed;

charge and receive such fees and other payments as it may determine; enter into the contracts for carrying out the purposes of this Act;

receive, transfer, invest and manage property, grants and contributions, bequests, trusts, gifts, donations, endowments and other contributions made to the University, and to invest any fund representing such property, grants, bequests, trusts, gifts, donations, endowments or other contributions in such manner as may be approved by the Syndicate;

provide for the printing, recording, broadcasting, publication and distribution of teaching material, research reports, papers and other works which may be issued by the University;

(aa) provide career counseling and job search services to the students and alumni;

(bb) maintain linkages with the alumni;

(cc) establish a grievance redressal mechanism in such manner as may be prescribed by the regulations;

(dd) seek support from other universities in curricula, research, faculty development and other areas of mutual interest; and

(ee) do such other acts as may be necessary for carrying out the objectives of the University.

10. Integration of public sector institutions.- (1) Notwithstanding anything to

the contrary contained in any other law, notification, contract or instrument, the Government may, by notification in the official Gazette, integrate with the University any sub-campus or college or institute of another university or a public sector institution situated anywhere in the Punjab or transfer any college or institute of the University to the Government.

(2)

On the publication of a notification under subsection (1):

- (a) all rights, properties, assets and liabilities vested in or undertaken by the Government or the University in respect of such sub-campus, college, institute or public sector institution shall respectively become the rights, properties, assets and liabilities of the University or the Government, as the case may be; and
- (b) all persons serving in connection with the affairs of such sub-campus, college, institute, or public sector institution in any capacity shall stand transferred to the University or the Government on such terms and conditions as the Government may determine:

Provided that such terms and conditions shall not be less favorable than those admissible to such persons immediately before their transfer to the University or the Government.

(3) | Any question arising under the proviso to subsection (2) shall be referred to the Government and the decision of the Government on such question shall be final.

11. Association and disassociation of colleges.- (1) The Government may associate or disassociate any college with or from the University.

(2) In case of association of a college with the University, employees of such college shall remain at the strength of their parent department but shall serve in the associated college as long as the Administrative Department so directs.

(3) | An employee shall cease to be the employee of the parent department if he is absorbed in the University in such manner and on such terms and conditions as may be determined by the University.

12. Students representational system.- There shall be a_ student's representational system in the University which shall be established and managed in such manner as may be determined by the Government.

CHAPTER III OFFICERS OF THE UNIVERSITY

13. Officers of the University.- The following shall be the officers of the University:

(a) Pro-Chancellor;

(b) Vice Chancellor;

(c) Pro-Vice Chancellor;

(d) Deans;

(e) Chairpersons;

(f) Director General or Director of an institute or center;

(g) Registrar;

(h) — Treasurer;

(i) Controller of Examinations;

(j) Resident Auditor;

(k) Librarian; and

(l) such other persons as may be prescribed by the statutes to be officers of the University.

14. Chancellor.- (1) Governor of the Punjab shall be the Chancellor of the

University.

(2) | The Chancellor or a nominee of the Chancellor shall preside at convocation of the University.

(3) | The University may, with the prior approval of the Chancellor, confer an honorary degree on a person of eminence.

(4) | The Chancellor shall have the powers to assent to such statutes as are required by this Act to be submitted to him by the Syndicate or refer them back for reconsideration.

(5) | Where the Chancellor is satisfied that the proceedings of any Authority or the orders of any officer are not in accordance with the provisions of this Act, the statutes, regulations or rules, he may direct such Authority or officer that specified proceedings or orders be reconsidered and appropriate action be taken within one month of the direction having been issued:

Provided that if the Chancellor is satisfied that either no reconsideration has been carried out or that the reconsideration has failed to address the concern expressed, he may, after calling upon the Authority or the officer to show cause why such proceedings should not be annulled by order in writing, annul the proceedings.

(6) In the performance of his functions under this Act, the Chancellor shall act and shall be bound in the same manner as the Governor of a Province acts and is bound under Article 105 of the Constitution of the Islamic Republic of Pakistan.

(7) | The Chancellor shall review the performance of the Vice Chancellor periodically in accordance with the key performance indicators as may be determined by the Government in consultation with Punjab Higher Education Commission, and shall pass appropriate directions thereon.

15. Revisional powers of the Chancellor.- The Chancellor may, on his own motion or otherwise, call for and examine the record of any proceedings in which an order has been passed by any Authority for purposes of satisfying himself as to the correctness, legality or propriety of any finding or order and may pass such orders as he may deem fit but no order shall be so passed unless the person likely to be affected thereby is afforded an opportunity of being heard.

16. Visitation.- (1) The Chancellor may cause a visitation or an inspection or inquiry to be made in respect of any matter connected with the University, and shall, from time to time, appoint such person or persons as he may deem fit, for the purposes of carrying out inspection of:

(a) the University, its buildings, laboratories, libraries, museums, workshops and equipment;

(b) a college, an institute, a constituent college or a hostel maintained or recognized by the University;

(c) teaching and other work conducted by the University; and
(d) conduct of examinations held by the University.

(2) | The Chancellor shall, in every such case, give notice to the Syndicate of his intention to cause a visitation or an inspection or inquiry to be made under subsection (1), and the Syndicate shall be entitled to be represented in the matter.

(3) | The Chancellor shall communicate to the Syndicate his views with regard to the results of such inspection or inquiry and shall, after ascertaining the views thereon of the Syndicate, advise the Syndicate on the action to be taken.

(4) | The Syndicate shall communicate to the Chancellor an action taken or proposed to be taken upon the results of the inspection or inquiry, and such communication shall be submitted to the Chancellor within such time as may be specified by the Chancellor.

(5) | Where the Syndicate does not, within a reasonable time, take action to the satisfaction of the Chancellor, the Chancellor, may, after considering any explanation furnished or representation made by the Syndicate, issue such directions as he thinks fit, and the Vice Chancellor shall comply with such directions.

17. Pro-Chancellor.- (1) The Minister in charge of the Administrative Department shall be the Pro-Chancellor of the University, and shall aid and advise the Chancellor in such manner as may be required by the Chancellor.

(2) | The Pro-Chancellor shall perform such other duties and functions and exercise such powers as may be assigned and delegated to him by the Chancellor.

18. | Vice-Chancellor.- (1) A person who is eligible and who is not more than sixty five years of age on the last date fixed for submission of applications for the post of the Vice Chancellor may apply for the post.

(2) | The Government shall determine the terms and conditions of service of Vice Chancellor.

(3) | The Government shall determine, by notification in the official Gazette, the qualifications, experience and other relevant requirements for the post of the Vice Chancellor.

(4) | The Government shall constitute, for a term of two years from the date of its constitution, a Search Committee consisting of not less than three and not more than five members for making recommendations for appointment of the Vice Chancellor.

(5) | The Search Committee shall follow such procedure and criteria for selection of the panel for the post of the Vice Chancellor as the Chancellor may by notification, determine.

(6) | The Search Committee shall recommend, in order of merit, a panel of three persons who, in its opinion, are suitable for appointment as the Vice Chancellor.

(7) | The Chancellor shall appoint the Vice Chancellor for each term of four years.

(8) If the office of the Vice Chancellor is vacant or the Vice Chancellor is absent or is unable to perform the functions of the Vice Chancellor owing to any cause, the Pro-Vice Chancellor shall perform the functions of the Vice Chancellor but, if at any time the office of the Pro-Vice Chancellor is also vacant or the Pro-Vice Chancellor is absent or is unable to perform the functions of the Vice Chancellor owing to any cause, the Chancellor shall make such temporary arrangements for the performance of the duties of the Vice Chancellor as he may deem appropriate.

(9) | The Chancellor may remove the Vice Chancellor before the expiry of term if he:

- (a) has become of unsound mind; or
- (b) has become subject to any incapacity which prevents him from functioning as the Vice Chancellor; or
- (c) has been convicted by a court of law of an offence involving moral turpitude; or
- (d) has accepted any assignment which involves his absence from the country for a continuous period of more than six months without intimation to the concerned Authority; or
- (e) has been guilty of misconduct including use of position for personal advantage of any kind or gross inefficiency in the performance of his functions.

(10) The Chancellor may cause inquiry, on account of any or all grounds aforementioned, during or after the incumbency of the tenure, as the case may be, of the Vice Chancellor, and he may advise, censure, remove or direct any agency, in case of financial corruption, to prosecute the Vice Chancellor:

Provided that the Chancellor shall not impose any penalty without affording an opportunity to the Vice Chancellor of being heard.

(11) The process of selection of a new Vice Chancellor shall be initiated six months prior to the expiry of the existing term of the incumbent.

19. Powers and duties of the Vice Chancellor.- (1) The Vice Chancellor shall be the principal executive and academic officer of the University, and shall ensure that the provisions of this Act, statutes, regulations and rules are faithfully observed in order to promote teaching, research, publication, administration and the general efficiency and good order of the University.

(2) For purposes of subsection (1), the Vice Chancellor shall have all powers prescribed by and under this Act, statutes, regulations and rules including administrative control over all officers, teachers and other employees of the University.

(3) | The Vice Chancellor shall preside at the meetings of the Authorities of which he is the Chairperson.

(4) Subject to such conditions as may be prescribed by the statutes, the Vice Chancellor may, in an emergency, take an action which is not otherwise in his competence but in the competence of any other authority:

Provided that meeting of such authority shall be convened within forty-five days of the action taken and detailed description of the emergency and merit of the action taken be presented to the Authority for a permanent decision.

(5) — The Vice Chancellor shall also have the powers to:

- (a) direct officers, teachers and other employees of the University

to take up such assignments in connection with teaching,
research, examination, administration and such other activities
in or for the University as he may consider necessary for the

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purposes of the University;

sanction all expenditures provided for in the approved budget in the prescribed manner;

make appointments in basic pay scale 16 and below in such manner as may be prescribed by the statutes, subject to reporting all such appointments to the Syndicate in its next meeting:

Provided that the Selection Committee for recommendations of suitable candidates for appointment in basic pay scale 16 and below shall be constituted by the Syndicate in such manner as may be prescribed by the statutes;

suspend, punish, remove and dismiss from service employees of the University in basic pay scale 1 to 16 in such manner as may be prescribed by the statutes;

delegate, subject to such conditions as may be determined, any of his powers under this Act to an officer of the University;

appoint examiners or reviewers and paper setters for examinations of the University after receiving panels of names from the relevant Authorities;

appoint foreign and local referees for evaluation of candidates for faculty positions from the panel of names in the prescribed manner;

appoint visiting Professors in various disciplines for a period not more than one academic year on such terms and conditions as may be prescribed by the statutes; and

exercise and perform such other powers and functions as may be prescribed by the statutes.

(6) | The Vice Chancellor shall present an annual report to the Chancellor through the Administrative Department within three months of the closure of an academic year, and the annual report shall present such information as regards the academic year under review including disclosure of all relevant facts pertaining to

the following:

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academics;
research;
administration; and

finances including audited statement of accounts and
management.

(7) | The annual report shall be made available, prior to its presentation
before the Chancellor, to all officers and teachers, and shall be published in such
number of copies as are required to ensure its wide circulation and uploaded to the
website of the University.

(8) | The Vice Chancellor shall be responsible for implementation of powers
and functions of the University and its Authorities.

20. Pro-Vice Chancellor.- (1) There shall be a Pro-Vice Chancellor of the University to be appointed by the Chancellor from amongst the three senior most Professors of the University for a period of three years.

(2) The Pro-Vice Chancellor shall be deemed to be the acting Vice Chancellor to perform all the functions and powers of the Vice Chancellor in case of expiration of the tenure of the regular Vice Chancellor or in case of vacancy of the office of Vice Chancellor owing to any other reason.

(3) | The Pro-Vice Chancellor, in addition to his duties as Professor, shall perform such other functions as may be assigned to him under this Act, the statutes or regulations.

21. Dean.- (1) There shall be a Dean of each Faculty, who shall be the Convener of the Board of Faculty.

(2) | The Dean of each Faculty shall be appointed by the Chancellor on the recommendation of Vice Chancellor from amongst the three senior most Professors in the Faculty for a period of three years, and shall be eligible for re-appointment for not more than two consecutive terms:

Provided that where a Professor is not available in the respective Faculty, a Professor from another Faculty may be appointed as Dean till the appointment of the Professor of the respective Faculty.

(3) | The Dean shall present candidates for admission to degree, except honorary degrees, in the courses falling within the purview of the Faculty.

(4) |The Dean shall exercise such other administrative and academic powers and perform such other functions as may be prescribed by the statutes.

22. Registrar.- (1) The Registrar shall be the whole time officer of the University and shall be appointed by the Chancellor on the recommendations of the Syndicate for a term of three years in such manner and on such terms and conditions as may be prescribed by the statutes.

(2) No person shall be appointed as Registrar unless he possesses the prescribed experience, qualifications and other requirements of the post.

(3) | The Registrar shall:

(a) be the administrative head of the secretariat of the University, and be responsible for the provision of secretariat support to the Authorities of the University and the Vice Chancellor;

(b) act as Secretary to the Syndicate, Academic Council, Selection Board and such other Authorities, bodies and committees of the University;

(c) be the custodian of academic records, the common seal and such other properties of the University as the Syndicate may commit to his charge;

(d) have the power to enter into agreements, sign documents and

authenticate records on behalf of the University subject to the decision of Authorities;

(e) maintain a register of registered graduates in the prescribed manner;

(f) supervise the process of appointment or nomination of members to the various Authorities and other bodies in the prescribed manner;

(g) prepare and update the handbook of the statutes, regulations and rules approved by the officer, Authorities, bodies or committees from time to time, and make them available to public, all respective members of the Authorities and officers of the University; and

(h) exercise such other powers and perform such other duties as prescribed by or under this Act or assigned to him, from time to time, by the Syndicate or the Vice Chancellor.

(4) |The Chancellor may, on the advice of the Syndicate or otherwise, cause an inquiry to be conducted in the prescribed manner on account of gross misconduct, inefficiency, corruption, moral turpitude or physical or mental incapacity during or after the incumbency of the tenure of the Registrar, and he may advise, censure, remove or direct any agency, in case of financial corruption, to prosecute the Registrar.

(5) | When the office of the Registrar is vacant or the Registrar is absent or unable to perform his functions owing to any cause, the Chancellor shall make temporary arrangements, on the recommendations of the Syndicate, for performance of duties of the Registrar but the period of such temporary arrangements shall not exceed six months, and the Registrar shall be appointed during that period.

(6) Before the six months of expiry of term of the Registrar, the Vice Chancellor shall cause to initiate process for recruitment of the Registrar.

23. + Treasurer.- (1) The Treasurer shall be a whole time officer of the University and shall be taken from the officers of Finance Department of the Government or from officers of Auditor General of Pakistan on deputation on such terms and conditions as may be prescribed, or appointed for a term of three years by the Chancellor on the recommendation of the Syndicate in such manner and on such terms and conditions as may be prescribed by the statutes.

(2) No person shall be appointed as Treasurer unless he possesses the prescribed experience, qualifications and other requirements of the post.

(3) | The Treasurer shall be the Chief Financial Officer of the University and shall:

(a) manage the property, assets, liabilities, receipts, expenditures, funds and investments of the University;

(b) prepare the annual and revise budget estimates of the University and present them to the Finance and Planning Committee and Syndicate for approval;

(c) ensure that the funds of the University are expended on the purposes for which they are provided;

(d) have the account of the University audited annually so as to be available for submission to the Syndicate within six months of the close of the financial year; and

(e) perform such other duties as may be determined by the Syndicate.

(4) | The Chancellor may on the advice of the Syndicate or otherwise cause inquiry in the manner prescribed on account of gross misconduct, inefficiency, corruption, moral turpitude or physical or mental incapacity during or after the incumbency of the tenure of a Treasurer, and he may advise, censure, remove or direct any agency, in case of financial corruption, to prosecute a Treasurer.

(5) | When the office of the Treasurer is vacant or the Treasurer is absent or unable to perform his functions owing to any cause, the Chancellor shall make temporary arrangements on the recommendations of the Syndicate for performance of duties of the Treasurer, but the period of such temporary arrangements shall not exceed six months, and the Treasurer shall be appointed during that period.

(6) Before the six months of expiry of term of Treasurer, the Vice Chancellor shall cause to initiate process for recruitment of the Treasurer.

24. Controller of Examinations.- (1) The Controller of Examinations shall be a whole time officer of the University, and shall be appointed by the Chancellor on recommendation of the Syndicate for a term of three years in such manner and on such terms and conditions as may be prescribed by the statutes.

(2) No person shall be appointed as the Controller of Examinations unless he possesses the prescribed experience, qualifications and other requirements of the post.

(3) The Controller of Examinations shall be responsible for all matters connected with evaluation and assessment records and the conduct of examinations and perform such other duties as may be determined by the Syndicate.

(4) | The Chancellor may, on the advice of the Syndicate or otherwise, cause inquiry in the manner prescribed on account of gross misconduct, inefficiency, corruption, moral turpitude or physical or mental incapacity during or after the incumbency of the tenure of a Controller of Examinations, and he may advise, censure, remove or direct any agency, in case of financial corruption, to prosecute a Controller of Examinations.

(5) | When the office of the Controller of Examinations is vacant or the Controller of Examinations is absent or unable to perform his functions owing to any cause, the Chancellor shall make temporary arrangements on the recommendations of the Syndicate for performance of duties of the Controller of Examinations but the period of such temporary arrangements shall not exceed six months, and the Controller of Examinations shall be appointed during that period.

(6) Before the six months of expiry of term of Controller of Examinations, the Vice Chancellor shall cause to initiate the process for recruitment of the Controller of Examinations.

25. Resident Auditor.- (1) The Resident Auditor shall be a whole time officer of the University and shall be taken from the officers of Finance Department of the Government or from the officers of Auditor General of Pakistan on deputation on such terms and conditions as may be prescribed by the statutes.

(2) | The Resident Auditor of the University shall be responsible for pre-auditing of all bills and documents for all payments to be made by the University and to carry out internal audit of all units including colleges, institutes, constituent colleges, administrative sections and developmental projects.

(3) | The Resident Auditor shall perform such other functions as may be prescribed.

(4) The Vice Chancellor may, with the approval of the Syndicate, repatriate the services of the Resident Auditor on grounds of allegation of gross misconduct, inefficiency, corruption, moral turpitude or physical or mental incapacity in accordance with the procedure prescribed by the statutes before completion of his tenure.

(5) Before the six months of expiry of the term of the Resident Auditor, the Vice Chancellor shall cause to initiate process for deputation of the Resident Auditor.

26. Other Officers.- Subject to the provisions of this Act, the terms and conditions of the service and the powers and duties of other officers including but not limited to the Deans, Chairpersons, Principals, Directors, Librarian of the University shall be such as may be prescribed by the statutes.

CHAPTER IV AUTHORITIES OF THE UNIVERSITY

27. Authorities of the University.- The following shall be the Authorities of the University:

(a) Syndicate;

(b) | Academic Council;

(c) Boards of Faculties;

(d) Board of Advanced Studies and Research;

(e) Boards of Studies;

(f) Selection Board;

(g) Finance and Planning Committee;

(h) Discipline Committee; and

(i) such other Authorities as may be prescribed by the statutes.

28. Syndicate.- (1) The Syndicate shall consist of:

(a) the Pro-Chancellor

(b) the Vice Chancellor;

(c) a retired civil servant not below the rank of BS-20 to be

nominated by the Government;

(d) a serving Vice Chancellor of a public sector university to be nominated by the Government;

(e) | three members of Provincial Assembly of the Punjab, including at least one female member to be nominated by the Speaker of the Assembly;

(f) Secretary of the Administrative Department or his nominee not below the rank of a Deputy Secretary;

(g) Secretary to the Government, Finance Department or his nominee not below the rank of a Deputy Secretary;

(h) Secretary to the Government, Law and Parliamentary Affairs Department or his nominee not below the rank of a Deputy Secretary;

(i) Chairman of the Commission or his nominee not below the rank of a Director;

(j) Chairperson, Punjab Higher Education Commission or his nominee not below the rank of a Director;

(k) two persons from society at large being persons of distinction in the fields of administration, management, education, academics, law, accountancy, medicine, fine arts, architecture, industry, agriculture, science, technology and engineering with a view to create diversity and balance across the various fields, to be nominated by the Government;

(l) one Dean of the Faculties of the University to be nominated by the Government;

(m) one Professor, one Associate Professor and one Assistant Professor of the University to be elected by teachers of their respective cadres in such manner as prescribed by the statutes; and

(n) — the Registrar who shall act as Secretary to the Syndicate.

(2) |The meetings of the Syndicate shall be presided over by the Pro-Chancellor or his nominee from amongst the members of the Syndicate.

(3) |The members of the Syndicate, other than ex-officio members, shall hold office for three years:

Provided that no person, other than an ex-officio member, may serve on the Syndicate for more than two consecutive terms:

Provided further that the University teachers appointed to the Syndicate may not serve for two consecutive terms.

(4) | The quorum for a meeting of the Syndicate shall be two-third of its total

members a fraction being counted as one excluding the vacant categories, wherever applicable.

(5) Atleast three members of the Syndicate shall be women.

(6) | The Syndicate shall meet at least once in each quarter of the year, and the Registrar shall, with the approval of the Vice Chancellor, summon a meeting of the Syndicate.

(7) Unless otherwise prescribed by this Act, all decisions of the Syndicate shall be taken on the basis of the opinion of majority of the members present, and in event of the members being evenly divided on any matter, the person presiding over the meeting shall have a casting vote.

29. Powers and functions of the Syndicate.- (1) The Syndicate shall be the executive body of the University and shall, subject to the provisions of this Act and the statutes, exercise general supervision over the affairs and management of the University.

(2) Without prejudice to the generality of the foregoing powers, and subject to the provisions of this Act, the statutes, the Syndicate shall have the powers to:

(a) consider the annual report and annual plan of work including key performance indicators to be set up by the University, and to submit these to the Chancellor;

(b) approve the annual and revised budget estimates with due regard to the advice of the Finance and Planning Committee;

(c) review the performance of authorities and officers, and pass appropriate direction for the purpose of improvement in management, administration and financial discipline;

(d) review the quality and relevance of the University's academic programs and review the academic affairs and performance of the University in general;

(e) approve strategic plans and policies;

(f) consider and approve the statutes, rules and regulations falling within its authority to approve, and recommend the statutes required to be approved by the Chancellor for his approval;

(g) recommend to the Government removal of any person, other than ex-officio member, from the membership of any Authority, if such person:

(i) has become unsound mind; or

(ii) has become incapacitated to function as member of such Authority; or

(iii) | has been convicted by a court of law for an offence involving moral turpitude; and

(iv) has been proven guilty of misconduct under the statutes made for ensuring efficiency and discipline in the University; or

(v) remains continuously absent from three consecutive meetings without any intimation.

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hold, control and lay down policy for the administration of the property, funds and investments of the University including the approval of the sale and purchase or acquisition of immovable property;

transfer and accept transfer of movable and immovable property on behalf of the University;

enter into, vary, carry out and cancel contracts on behalf of the University;

cause proper books of account to be kept for all sums of money received and expended by the University and for the assets and liabilities of the University;

invest any money belonging to the University including any unapplied income in any of the securities described in section 33 of the Punjab Trusts Act 2020 (XXI of 2020), or in the purchase of immovable property or in such other manner, as it may prescribe, with the like power of varying such investments;

receive and manage any property transferred, and grants, bequests, trust, gifts, donations, endowments, and other contributions made to the University;

administer any funds placed at the disposal of the University for specified purposes;

provide the buildings, libraries, premises, furniture, apparatus, equipment and other means required for carrying out the objectives of the University;

establish and maintain halls of residence and hostels;

arrange for the inspection of colleges, institutes, constituent colleges and the departments;

institute professorships, associate professorships, assistant professorships, lectureships and other teaching posts or to abolish such posts;

subject to this Act, appoint teachers, officers and other employees on the recommendation of the Selection Board in basic pay scale 17 and above in accordance with the statutes;

suspend, punish, remove and dismiss from the service, the officers and teachers of the University in basic pay scales 17 to 21 in accordance with the statutes;

promote the officers of the administrative cadre to the next higher scale on such terms and conditions as provided in the statutes;

appoint Professor Emeritus on such terms and conditions as may be prescribed;

create, or abolish such administrative or other posts as may be necessary;

(x) prescribe powers and duties of officers, teachers and other employees of the University and of those working in the University on deputation or on contract;

(y) confer, with prior approval of the Chancellor, an honorary degree on a person of eminence;

(z) approve admission of educational institutions to the privileges of the University and withdraw such privileges;

(aa) appoint members to various Authorities, committees and bodies in accordance with the provisions of this Act;

(bb) regulate the conduct and discipline of the students of the University;

(cc) take actions necessary for the good administration of the University in general and to this end exercise such powers as are necessary;

(dd) prescribe conditions under which the University may enter into agreements with other institutions and public bodies for purposes of research and advisory services; and

(ee) perform such other functions as have been assigned to it by the provisions of this Act or the statutes.

(3) |The Syndicate may delegate any of its functions to an Authority or officer or a committee except for legislative and budgetary functions.

30. Appointment and removal of members of the Syndicate.- (1) The members of the Syndicate shall be appointed and notified by the Government on the recommendations of the Vice Chancellor.

(2) | The Government may, on its own motion or on the recommendation of the Vice Chancellor, remove any member of the Syndicate other than ex-officio members, if he has:

(a) become of unsound mind; or

(b) become subject to any incapacity which prevents him from functioning as member of the Syndicate; or

(c) been convicted by a court of law of an offence involving moral turpitude; or

(d) | absented himself from three consecutive meetings of the Syndicate without just cause; or

(e) | accepted any assignment which involves his absence from _ the country for a continuous period of more than six months without intimation to the Vice Chancellor; or

(f) been guilty of misconduct including use of position for personal advantage of any kind or gross inefficiency in the performance

of his functions:

Provided that before passing such orders, the member concerned shall be afforded a fair opportunity of being heard by the Chancellor.

(3) Subject to the provisions of this Act, the Government shall also nominate members other than ex-officio members of the Syndicate.

31. | Academic Council.- (1) The Academic Council shall consist of:

(a) — Vice Chancellor (Chairperson);

(b) Pro-Vice Chancellor;

(c) Deans;

(d) Principals and Directors of colleges, institutes and constituent colleges;

(e) Director, Board of Advanced Studies and Research;

(f) two senior most professors, other than ex-officio members, from each academic department;

(g) all Professors Emeritus and Meritorious Professors;

(h) Chairpersons of the academic departments;

(i) four University teachers other than Professors, two from each category of Associate professors and Assistant Professors to be appointed by the Syndicate;

(j) three persons eminent in sciences, social sciences and Arts, of whom one shall be from each category and shall include at least one woman from any of the categories, to be nominated by the Chancellor;

(k) Secretary to the Government, Administrative Department or his nominee not below the rank of a Deputy Secretary;

(l) Director Public Instructions (Colleges) of the Government or his nominee;

(m) Librarian of the University;

(n) Controller of Examinations; and

(o) Registrar (Member/Secretary).

(2) | The members of the Academic Council, other than ex-officio, shall hold office for a term of three years, and if the office of any such member becomes vacant before the expiry of the term, the vacancy shall be filled for the remaining period in the prescribed manner.

(3) | The quorum for a meeting of the Academic Council shall be one-third of the total number of members, a fraction being counted as one.

(4) | The Academic Council shall meet at least once in six months.

32. Powers and duties of the Academic Council.- (1) The Academic Council shall be the academic body of the University and may lay down proper standards of

instructions, research, publication and examination and regulate and promote the academic life of the University and its constituent colleges.

(2) In particular, and without prejudice to the generality of the foregoing provision, the Academic Council may:

(a)
(b)
(c)

(d)

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(h)

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- advise the Syndicate on academic matters;
- regulate conduct of teaching, research and examinations;
- regulate the admission of students to the courses of studies and examinations of the University;
- regulate the award of studentships, scholarships, medals and prizes;
- propose to the Syndicate schemes for the constitution and organization of faculties, institutes and other academic bodies;
- recommend policies and procedures pertaining to the quality of academic programs to the Syndicate;
- propose regulations on the recommendations of the Boards of Faculties and the Boards of Studies for consideration and approval of the Syndicate;
- propose for each academic year, on the recommendations of the Boards of Studies, regulations prescribing the courses of studies, the syllabi and the outlines of tests for all examinations; provided that, if the recommendations of a Board of Faculties or the Board of Studies are not received by the prescribed date, the Academic Council may, subject to the approval of the Syndicate, permit such regulations to continue for the following years;
- recognize the examinations of other universities or examining bodies as equivalent to the corresponding examinations of the University;
- institute programs for the continued professional development of the teachers at all levels;
- prepare an annual report on the academic performance of the University;

appoint members to the Authorities in accordance with the provisions of this Act; and

perform such other functions as may be prescribed by the statutes or assigned by the Syndicate.

33. Board of Faculty.- (1) There shall be a Board of Faculty for each Faculty which shall consist of:

- (a)
- (b)
- (c)

Dean of the Faculty (Chairperson);
Professors and the Chairpersons in the Faculty;
two members to be nominated by the Academic Council on the

basis of their specialized knowledge of the subjects which, though not assigned to the Faculty, have in the opinion of the Academic Council important bearing on the subjects assigned to the Faculty;

(d) two experts, including at least one woman, in the field from outside the University to be appointed by the Syndicate; and

(e) | one member from amongst the officers of the University to be nominated by the Vice Chancellor on recommendations of the Principal of the constituent college or Director of an institute.

(2) | The members other than ex-officio members of a Board of Faculty shall hold office for a period of three years.

(3) | The quorum for a meeting of a Board of Faculty shall be one half of the total number of members, a fraction being counted as one.

(4) A Board of Faculty, subject to the general control of the Syndicate and Academic Council, may:

(a) coordinate the teaching and research work in the subjects assigned to the Faculty;

(b) scrutinize the recommendations of a Board of Studies comprising a Faculty with regard to the appointment of paper setters and examiners for graduate and _ postgraduate examinations, and to forward the panels of suitable paper setters and examiners for each examination to the Vice Chancellor;

(c) consider any other academic matter relating to the Faculty and submit its report to the Academic Council;

(d) prepare a comprehensive annual report regarding the performance of each department in the Faculty for presentation to the Academic Council; and

(e) perform such other functions as may be prescribed by the statutes.

34. Departments and Chairpersons.- (1) There shall be a department, college or an institute for each subject or a group of subjects as may be prescribed by the regulations, and each department, college or an institute shall be headed by the Chairperson or Principal or Director.

(2) | The Chairperson of a department, Principal of a college, or Director of an institute shall be appointed by the Syndicate on the recommendation of the Vice Chancellor from amongst the three senior most Professors of the department, institute or college for a period of three years, and shall be eligible for reappointment but if in a department, college or an institute, no Professor is available, the appointment shall be made from amongst the three senior most Associate Professors of the department, college or an institute:

Provided that in a department, college or an institute, where there is no

Professor or Associate Professor, no such appointment shall be made and the

department or the institute shall be looked after by the Dean of the Faculty with the assistance of the senior most teacher of the department or institute.

(3) |The Chairperson, Principal or Director shall plan, organize and supervise the work of the department, college or institute and shall be responsible to the Dean for the work of his department, college or institute.

35. Board of Advanced Studies and Research.- (1) The Board of Advanced Studies and Research shall consist of:

- (a) — Vice Chancellor (Chairperson);
- (b) all the Deans;
- (c) all Principals and Directors of constituent colleges and institutes;
- (d) Controller of Examinations;
- (e) one University Professor from each Faculty to be nominated by the Academic Council;
- (f) one member from amongst the officers of the University to be nominated by the Vice Chancellor;
- (g) | three members from the relevant field, research organizations and the Government including at least one woman from any of the categories to be nominated by the Syndicate; and
- (h) Registrar who shall act as Secretary to Board of Advanced Studies and Research.

(2) The term of office of the members of the Board of Advanced Studies and Research, other than ex-officio members, shall be three years.

(3) The quorum for a meeting of the Board of Advanced Studies and Research shall be one half of the total number of members, a fraction being counted as one.

36. Functions of the Board of Advanced Studies and Research.- The Board of Advanced Studies and Research shall:

- (a) advise an Authority on all matters connected with the promotion of advanced studies and research publication in the University;
- (b) consider and report to an Authority with regard to a research degree of the University;
- (c) propose regulations regarding the award of a research degree;
- (d) appoint supervisors for a postgraduate research student and to approve title and synopsis of a thesis or dissertation;
- (e) recommend panels of names of examiners for evaluation of a research examination; and
- (f) perform such other functions as may be prescribed by the statutes.

37. Board of Studies.- (1) There shall be a separate Board of Studies for each

subject or group of subjects as may be prescribed by the regulations.

(2) The Board of Studies shall consist of:

(a) the Chairperson of the departments;

(b) all the teachers of the departments concerned; and

(c) three to five experts or teachers, other than the teachers of the University, to be appointed by the Syndicate according to the need of the Board of Studies.

(3) The term of office of members of the Board of Studies other than ex-officio members shall be three years.

(4) The quorum for meeting of the Board of Studies shall be one-half of the total number of members, a fraction being counted as one.

(5) The Chairperson of the concerned department shall be the Chairperson and Convener of the Board of Studies.

(6) The Chairperson of the department concerned shall be the Chairperson and Convener of the Board of Studies, and where in respect of a subject there is no department, the Chairperson shall be appointed by the Syndicate.

38. Functions of Boards of Studies.- The Board of Studies shall perform the following functions:

(a) advising the Authorities on all academic matters connected with instructions, publication, research and examinations in the subject or subjects concerned;

(b) proposing curricula and syllabi for all degree, diploma and certificate courses in the subject or subjects concerned;

(c) suggesting a panel of names of paper setters and examiners in the subject or subjects concerned; and

(d) undertaking such other functions as may be prescribed by the regulations.

39. Selection Board.— (1) The Selection Board shall consist of:

(a) — Vice Chancellor (Chairperson);

(b) a representative of the Secretary of the Administrative Department not below the rank of a Deputy Secretary;

(c) Dean of the faculty concerned;

(d) Principal or Director of the concerned college or institute;

(e) Chairperson concerned;

(f) two experts, including at least one woman, to be nominated by the Syndicate; and

(g) Registrar (Secretary).

(2) The members, other than ex-officio members, shall hold office for a period of three years.

(3) Five members including at least one expert shall constitute the quorum for a meeting of the Selection Board.

(4) No member who is a candidate or whose family member is a candidate, for a post to which appointment is to be made, shall take part in the proceedings of the Selection Board for selection of a candidate on such post.

(5) In selection of candidates for the post of Professor or Associate Professor, the Selection Board shall co-opt or consult three experts in the subject and in selecting candidates for any other teaching post, two experts in the subject, to be nominated by the Vice Chancellor from a standing list of experts for each subject approved by the Syndicate.

(6) The Syndicate may approve or revise the standing list of experts of a subject on recommendations of the Selection Board.

40. Functions of the Selection Board.- (1) The Selection Board shall:

(a) consider the applications and recommend to the Syndicate the names of suitable candidates for appointment to teaching and other posts, and recommend suitable salary for the selected candidate; and

(b) consider all cases of promotion of officers of the University and recommend the names of suitable candidates for such promotion to the Syndicate.

(2) In event of difference of opinion between the Selection Board and the Syndicate, the matter shall be referred to the Chancellor whose decision shall be final.

41. Finance and Planning Committee.- (1) The Finance and Planning Committee shall consist of:

(a) — Vice Chancellor (Chairperson);

(b) all the Deans;

(c) — All Principals or Directors of constituent colleges or institutes;

(d) | one member of the Syndicate to be nominated by the Syndicate;

(e) one member of the Academic Council to be nominated by the Academic Council;

(f) one representative each from Administrative Department and Finance Department of the Government not below the rank of a Deputy Secretary;

(g) One nominee of Commission not below the rank of Deputy Director; and

(h) Treasurer (Secretary).

(2) — The term of office of the nominated members shall be three years.

(3) Six members of the Finance and Planning Committee shall constitute the quorum for a meeting of the Finance and Planning Committee.

(4) The representation of Finance Department and Administrative Department shall be mandatory for holding the meeting of Finance and Planning Committee.

42. Functions of the Finance and Planning Committee.- The Finance and Planning Committee shall:

(a) prepare the annual statement of accounts and propose annual budget estimates and make recommendations to the Syndicate for approval;

(b) review periodically the financial position of the University;

(c) advise the Syndicate on all matters relating to fee structure, finance, investments and accounts of the University; and

(d) perform such other functions as may be prescribed by the statutes.

43. Discipline Committee.- (1) The Discipline Committee shall consist of:

(a) the Chairperson to be nominated by the Vice Chancellor;

(b) two Professors to be nominated by the Academic Council;

(c) two Professors to be nominated by the Syndicate; and

(d) the teacher or officer-in-charge of students' affairs, by whatever name called (Member/Secretary).

(2) The term of office of the members of the Committee, other than ex officio members, shall be two years.

(3) The quorum for a meeting of Discipline Committee shall be four members.

44. Functions of the Discipline Committee.- The functions of the Discipline Committee shall be to:

(a) propose Regulations to the Academic Council relating to the conduct of University students, maintenance of discipline and breach of discipline; and

(b) perform such other functions as may be prescribed.

45. Appointment of Committees by certain Authorities.- (1) The Syndicate, the Academic Council and other Authorities may, from time to time, appoint such standing, special or advisory committees, as they may deem fit, and may place on such committee persons who are not members of the Authorities appointing the Committees.

(2) The constitution, functions and powers of the Authorities for which no specific provision has been made in this Act shall be such as may be prescribed by the statutes or regulations.

CHAPTER V STATUTES, REGULATIONS AND RULES

46. Statutes.- (1) Subject to the provisions of this Act, the statutes may be made to regulate or prescribe all or any of the following matters:

(a)

scales of pay, method of recruitment and other terms and conditions of service of officers, teachers and other employees of the University and the constitution of their pension, insurance, gratuity, provident fund and benevolent fund;

conduct and discipline of the officers, teachers and other employees of the University;

constitution, powers and duties of the Authorities and conduct of elections to such Authorities and related matters;

establishment of institutes, colleges, constituent colleges faculties, departments and academic divisions;

powers and duties of officers, teachers and employees of the University;

conditions for appointment of Professors Emeritus;

conditions on which the University may enter into arrangements with public bodies or other organizations for purposes of research and advisory services;

award of honorary degrees;

maintenance of register of students and registered graduates;
and

(j) all other matters which by this Act, are to be or may be prescribed by the statutes.

(2) The Syndicate shall have powers to approve all kind of statutes

except concerning any of the matters mentioned in clauses (a) and (b) of subsection (1) of this section, which shall be forwarded to the Chancellor by the Syndicate, and shall not be effective until approved by the Chancellor:

Provided that:

(a)

the statutes affecting the constitution or powers of any Authority of the University shall not be proposed or approved until such Authority has been given an opportunity of opinion in writing upon the proposal; and

the Syndicate shall only have the power to propose any statutes

concerning efficiency and discipline of the officers, teachers and other employees of the University and such statutes may be approved by the Chancellor.

47. Regulations.- (1) Subject to the provisions of this Act and the statutes, the regulations may be made for any of the following matters:

(b)

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(P)

courses of study for degrees, diplomas and certificates of the University;

manner in which the recognized teaching is conducted in the University, colleges, constituent colleges and institutes;

admission of students to the University and conditions under which they are admitted or allowed to take courses and examinations of the University and become eligible for the award of degrees, diplomas and certificates;

conduct of examinations;

fees and other charges to be paid by the students for admission to the courses of study and the examinations of the University;

conduct and discipline of students of the University;

conditions of residence of the students of the University including the levying of fees for residence in halls of residence and hostels;

approval and licensing of hostels and lodgings;

conditions under which a person should conduct research to entitle him to a degree;

institution of fellowships, scholarships, exhibitions, medals and prizes;

institution of stipends and free and half-free studentship; academic costumes; use of the library;

general scheme of studies including the duration of courses, the system of examinations and the number of subjects and papers for examinations;

formation of Teaching Departments and Board of Studies; and

all other matters which by this Act and the Statutes, are to be or may be prescribed by the regulations.

(2) | The Academic Council and, in financial matters, the Finance and Planning Committee shall prepare and submit the regulations to the Syndicate which may approve them with or without modifications or refer them back to the Academic Council or Finance and Planning Committee for reconsideration or reject them.

48. Rules.- (1) An Authority or a body of the University may make rules consistent with this Act, the statutes and regulations to regulate the conduct of its business:

Provided that the Syndicate may direct the amendment or the annulment of any rules made under this Act by another Authority or body:

Provided further that, if such other Authority or body is dissatisfied with such direction, it may appeal to the Chancellor whose decision in the matter shall be final.

(2) | The Syndicate may make rules to regulate any matter relating of the

affairs of the University which, by this Act, has not been specifically provided in the statutes or regulations.

CHAPTER VI UNIVERSITY FUND

49. University Fund.- (1) There shall be a Fund of the University to be known as the University Fund to which shall be credited all sums received by the University.

(2) | The University may accept donations in the shape of moneys, land, vehicles, equipment or any other items that may facilitate the functioning of the University and all such donations shall be used, maintained and disposed of by the University in the prescribed manner.

50. Recovery of University dues.- The University or any person generally or specially authorized by it may apply to the District Collector concerned for recovery of any sum due to the University under any bond, and the District Collector shall thereupon proceed to recover the sum due as arrears of land revenue.

51. Audit and Accounts.- (1) The accounts of the University shall be maintained in such form and in such manner as may be prescribed.

(2) No expenditure shall be made from the funds of the University unless:

(a) the expenditure is included in the approved budget of the University; and

(b) a bill for its payment has been audited in conformity with the statutes, regulations and the rules by the Auditor appointed by the Government.

(3) | The annual statement of the accounts of the University signed by the Treasurer and the Auditor shall be submitted to the Government within six months of closing of the financial year.

(4) |The accounts of the University shall be audited once a year in conformity with the statutes and regulations and the rules by the Auditor appointed by the Government for this purpose:

Provided that the Government shall have the power to carry out financial and performance audit of all activities carried out by the University for which the Government shall notify the procedure for such audit.

(5) The observations of the Government Auditor together with such annotations, as the Treasurer may make, shall be presented to the Syndicate for appropriate decision.

CHAPTER VII MISCELLANEOUS

52. Appeal to and review by the Syndicate.- (1) Where an order is passed punishing any officer other than the Vice Chancellor, teacher or any other employee of the University or altering or interpreting to the disadvantage of his prescribed terms or conditions of service, he shall, where the order is passed by the Vice Chancellor or any other officer or teacher of the University, have the right to appeal

to the Syndicate against the order and where the order is made by the Syndicate, have the right to apply to the Chancellor for review of that order.

(2) | The application for review under subsection (1) shall be submitted to the Vice Chancellor and he shall present it to the Chancellor with his views:

Provided that no order under this section shall be passed unless an opportunity of being heard is afforded to the person to be affected thereby.

53. Pension, insurance, gratuity, provident fund and benevolent fund.- (1) The University shall constitute for the benefit of its officers, teachers and other employees in such manner and subject to such conditions as may be prescribed, such pension, insurance, gratuity, provident fund and benevolent fund schemes as it may deem fit.

(2) | Where any provident fund has been constituted under this Act, the provisions of the Provident Fund Act, 1925 (XIX of 1925) shall apply to such fund as if it were the Government Provident Fund.

54. Tripartite mobility.- (1) An employee of the University, on recommendations of the Syndicate, may be directed to serve in any post in any other University or under the Government or in a public educational or research institution.

(2) | The Chief Minister may, in consultation with the Syndicate, place the services of an employee of the Government or any other University or of public educational or research institution at the disposal of the University in public interest.

(3) | The terms and conditions offered to a person appointed under this section shall not be less favourable than those enjoyed by him immediately before his services are placed at the disposal of the University, the Government, public educational or research or any other institution.

(4) | The Administrative Department, in public interest, may utilize services of any University employee on temporary basis in the Administrative Department.

(5) | The employee availing himself of mobility shall not be absorbed, and shall not serve for more than five years in total during his entire service, in the recipient University, institution or Department.

55. Commencement of term and termination of membership of Authorities.-

(1) When a member of a newly constituted Authority is elected, appointed or nominated, his term of office as fixed under this Act shall commence from the date of notification.

(2) Where a member who has accepted any other assignment which necessitates his absence from the University for a period of six months or more, or absents himself from two consecutive meetings without the leave of such Authority, he shall be deemed to have resigned and vacated his seat.

56. Filling of casual vacancies in Authorities.- (1) Any casual vacancy among the elected, appointed or nominated members of any Authority shall be filled, as soon as may be, by the person or the body who elected, appointed or nominated the member whose place has become vacant and the person elected, appointed or

nominated to the vacancy shall be a member of such Authority for the residue of the term for which the person whose place he fills would have been a member.

(2) | Whenever there occurs a vacancy or flaw in the constitution of an Authority as constituted by this Act, statutes, or regulations on account of abolition or bifurcation of a specified office under the Government, or because an organization, institution, or the other body outside the University has been dissolved or has ceased to function, or because of some other similar reason, it shall be filled as the Chancellor may direct.

57. Disputes about membership of Authorities.- If a question arises whether any person is entitled to be a member of any Authority, the matter shall be referred to a committee consisting of the Vice Chancellor, Secretary of the Administrative Department and the Dean or Deans who are members of the Syndicate, and the decision of the committee shall be final and binding.

58. Proceedings of Authorities not invalidated by vacancies.- No act, proceeding, resolution or decision of any Authority shall be invalid by reason of any vacancy on the Authority doing, passing, or making it or by reason of any want of qualification or invalidity in the election, appointment, or nomination of any de facto member of the Authority, whether present or absent.

59. Bar on membership.- (1) No Vice Chancellor of any public sector university shall be a member of more than one Syndicate and the Selection Board at a time.

(2) No person other than ex-officio members shall be a member of more than two Authorities of the University at a time.

60. First Statutes.- Notwithstanding anything to the contrary contained in this Act, the statutes set out in the Schedule shall be deemed to have been the statutes made under section 46 and shall continue to remain in force until amended or repealed in accordance with the provisions of this Act.

61. Amendment and repeal of statutes and regulations.- The procedure for adding to, amending or repealing the statutes and regulations shall be same as provided respectively for making the statutes and regulations under this Act.

62. Removal of difficulties.- If any difficulty arises in giving effect to any of the provisions of this Act, the Government may give such directions, not inconsistent with this Act, as it may consider necessary for the removal of such difficulty

63. Indemnity.- No suit or legal proceedings shall lie against the Government, the University or any Authority, officer or employee of the Government or the University or any person in respect of all acts done, orders passed, or proceedings taken in good faith under this Act.

1.

2.

SERVICE STATUTES

CHAPTER-I PRELIMINARY

Short title and commencement.- (1) These Statutes may be cited as the University of Layyah Employees (Appointment, Terms and Conditions of Service) Statutes 2022.

(2) | These shall come into force at once.

Definitions.- (1) In the Statutes:

(a)
(b)

(k)
(l)

(m)

“Act” means the University of Layyah Act 2022;

“appointing authority” means an authority as reflected in column 3 of the Schedule-I;

“class-A post” means a post in BS-17 and above;

“class-B post” means a post in BS-16 and below;

“competent authority” means the appointing authority of a post;

“duty” means the duty prescribed by the Syndicate under the Act;

“employee” means a person who is a member of service or holds a post in connection with the affairs of the University excluding those:

(i) on deputation in the University;

(ii) engaged on work-charged basis;

(iii) | engaged on part time basis;

(iv) | engaged on assignment basis; or

(v) paid out of any fund or contingencies;

“leave” means the leave as given in Chapter-IV of the Statutes;

“pay and allowances” means the pay and allowances as given in Chapter-III of the Statutes;

“permanent post” means a post sanctioned without any limit of time;

“post” means a post as reflected in column 2 of the Schedule-I;

“scale of pay” means the scale as reflected in column 2 of the Schedule-I;

“Schedule-I & II” means the Schedules appended to the Statutes;

“scrutiny committee” means a scrutiny committee constituted under the Act;

(0) "Selection Board" means the Selection Board constituted under section 39 of the Act;

(p) "selection committee" means a committee constituted under the Act;

(q) "service" means the service of the University;

(r) "Statutes" means the University of Layyah Employees (Appointment, Terms and Conditions of Service) Statutes 2022;

(s) "temporary post" means a post other than a permanent post; and

(t) "tenure post" means a post for a specific period.

(2) | A word or expression used but not defined in the Statutes shall have the same meaning as assigned to it in the Act.

CHAPTER-II APPOINTMENTS AND TERMS AND CONDITIONS OF SERVICE

3. Nomenclature, terms and conditions of a post.- The nomenclature of a post, appointing authority, its scale of pay, minimum qualification and experience, method of recruitment, minimum and maximum age limit and mode of appointment shall be such as given in the Schedule-I.

4. Appointment against a post.- (1) An appointment against class-A post other than the Registrar, Treasurer, Controller of Examinations and Resident Auditor shall be made on the recommendations of the Selection Board.

(2) An appointment, against class-B post, shall be made on the recommendations of the Selection Committee.

(3) For appointment of Registrar, Treasurer or Controller of Examinations, the Syndicate may, through a committee constituted under the Act, conduct the process for its recommendations to the Government.

5. Procedure of appointment against a post.- (1) For an appointment, other than by promotion, the Registrar shall, after approval of the competent authority, advertise the post in at least two national dailies, one in English and one in Urdu, having wide circulation and on the website of the University.

(2) | The advertisement shall contain number of vacancies, nomenclature of a post, its scale of pay, minimum and maximum age, minimum qualification and experience, mode of appointment and closing date for receipt of applications, which shall not be less than fifteen days from the date of its publication.

(3) |The Registrar shall prepare a list containing names and father or husband names of applicants for each post and upload on the official website of the University within five working days from the closing date.

(4) The Registrar shall, after receipt of applications, prepare a list of the applicants on the basis of qualification and experience, as early as possible, but not later than thirty working days from the closing date.

(5) — The list, prepared under sub-statute (4) along with the applications and its enclosures, shall be forwarded to the scrutiny committee, as early as possible, for preparing eligibility list of the applicants as per the Recruitment Policy appended as Schedule-II.

(6) The scrutiny committee shall, through Registrar, send the list of the eligible applicants, along with the applications and its enclosures, to the Selection Board or the selection committee, as the case may be.

6. Procedure of appointment by promotion against class-A post.- (1) For appointment by promotion against a class-A post, the Registrar shall prepare, maintain and circulate annually the seniority list of regular employees along with their character roles containing annual performance evaluation reports and synopsis, stating the number of punishments awarded and pending inquiry or inquiries against them, if any, and place the matter before the Selection Board for consideration and recommendations.

(2) A confirmed employee having qualification and service prescribed for promotion shall be eligible for competing for promotion to next higher post.

(3) | An employee shall not claim promotion including proforma promotion as a matter of right.

7. Procedure of appointment by promotion against class-B post.- (1) For appointment by promotion against a class-B post, the Registrar shall prepare, maintain and circulate annually a list of regular employees and place it before the selection committee for its consideration and recommendation of a_ suitable employee to the competent authority for appointment to the higher post.

(2) | A confirmed employee having qualification and service prescribed for promotion shall be eligible for competing for promotion to next higher post.

(3) | An employee shall not claim promotion including proforma promotion as a matter of right.

8. Medical fitness certificate.- (1) An appointment, by initial recruitment, shall be made subject to production of a medical fitness certificate of the appointee from the Government hospital except those whose medical fitness was certified on their first appointment.

(2) | The Competent Authority may, subject to recording reasons in writing, direct an employee for producing fresh medical fitness certificate.

9. Verification of educational certificates and degrees.- (1) An appointment by initial recruitment shall be subject to the verification of educational certificates and degrees of the candidate.

(2) If, at any stage after appointment, it is discovered that an appointee obtained appointment on the basis of false or forged document or through deceit by any means, the appointment shall be considered void ab-initio and the appointee shall be liable to refund all amounts received in consequence of appointment in addition to such other actions as may be taken against under the law.

10. Record of date of birth.- (1) The date of birth as mentioned in the Secondary School Certificate or, in absence of such certificate, as mentioned in valid Computerized National Identity Card, shall be duly recorded in the service book at the time of joining for calculating the age of the employee.

(2) The date of birth, once recorded at the time of joining, shall be final and thereafter no alteration in the date of birth of the employee shall be permissible.

11. | Deputation.- (1) The appointing authority may, subject to the provisions of the Act, borrow an employee of corresponding scale of pay in the University from Federal or Provincial Governments or their autonomous bodies, for a period not exceeding three years, in accordance with the Deputation Policy of the Government.

(2) | The appointing authority may, subject to the provisions of the Act, lend an employee of the University to Federal or Provincial Governments or their autonomous bodies for a period not exceeding three years, in accordance with the Deputation Policy of the Government.

12. Appointment on a tenure track system.- The Syndicate shall make appointments on tenure track system on the recommendation of the Selection Board in consonance with the Model Tenure Track Process Statutes issued by the Higher Education Commission.

13. Appointment of a widow, widower, child or spouse.- In case, during service, an employee dies or is declared invalidated or incapacitated for further service; the widow, widower, child or spouse of such deceased or invalidated or incapacitated employee, as the case may be, who is otherwise eligible for the post, shall be appointed to a post in (BS-01) to (BS-11) without observance of formalities prescribed for the post.

14. Probation and confirmation.- (1) A person, appointed to a permanent post by initial recruitment, shall remain on probation initially for a period of two years and for a period of one year, if appointed otherwise.

(2) |The competent authority may extend the period of probation for a further period not exceeding two years in all.

(3) 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.

(4) If no order of termination is passed before the expiry of the maximum period of probation, the employee shall stand confirmed.

(5) — A probationer who is confirmed on completion of initial or extended period of probation, the confirmation shall be with effect from the date of joining of the post.

15. Performance evaluation report.- (1) The minimum period for assessment of a work and conduct of an employee, for the purpose of performance evaluation report, shall be ninety days in a calendar year. If an employee served for a period of more than ninety days, under more than one reporting officers, the performance evaluation report shall be drawn up by all the reporting officers.

(2) | The performance evaluation report of an employee shall be initiated by the officer in-charge or the head of the department or the faculty concerned, as the case may be, and shall be countersigned by the next higher administrative authority till thirty-first January of the succeeding year.

(3) The next higher administrative authority shall countersign the performance evaluation report within fifteen days from its receipt.

(4) — The adverse remarks recorded in the performance evaluation report by the initiating officer and agreed or solely recorded by the counter signing authority shall be underlined in red ink and communicated to the employee till fifteenth February of the succeeding year.

(5) A representation, if any, against the adverse remarks, shall be made to the Vice Chancellor within fifteen days of the communication of such remarks.

(6) If the adverse remarks, in the performance evaluation report, are countersigned and agreed by the Vice Chancellor, the representation shall lie to the Syndicate and decision of the Syndicate shall be final.

16. Post-dating of a promotion to a higher post.- An employee, on promotion, may post-date his promotion up to a date when it shall be to his benefit but the employee shall exercise this option within six months from the date of the order of promotion and the option once exercised shall be final.

17. | Seniority.- (1) The inter-se seniority of the employees shall be determined as under:

(a) an employee who has been assigned a higher merit by the competent authority at the time of initial recruitment shall rank senior to the employee placed in a lower merit in the same batch of selectees for the same group of posts;

(b) if the merit of two or more employees in the list of selectees is the same, the elder employee shall be senior to the younger; and

(c) seniority in a post to which an employee is promoted shall take effect from the date of regular appointment to that post but the employees promoted to higher post in the batch shall, on their promotion to higher posts, retain their inter-se seniority as in the lower posts.

(2) In case of extraordinary leave without pay beyond five years, the name of the employee to whom such leave is granted shall be removed from the seniority list and placed on a separate static list with no claim to promotion or to seniority over any junior who may be promoted during this period and the name of such employee shall be brought back on the seniority list only after duty is resumed on return and seniority of such employee shall be determined after deducting the period of extraordinary leave beyond five years.

(3) The Registrar shall prepare, maintain and circulate annually, cadre and scale wise seniority lists of the regular employees and shall furnish a copy to the Administrative Department.

18. Resignation from service.- An employee may resign from the post, subject to serving a notice to the competent authority, for the period as laid down in the appointment letter or deposit a basic pay for that period in lieu thereof. If no such period has been mentioned in the appointment letter, the employee shall give one month's notice or deposit one month's pay in lieu thereof.

19. Termination of an employee, appointed temporarily, other than penalty.- If the services of an employee, appointed temporarily, are no longer required, for the reasons other than penalty under the Act or statutes made thereunder on the subject, the competent authority may dispense with his services by giving him one month's notice or one month's pay in lieu thereof.

20. Retirement.- (1) An employee holding a permanent post shall retire on attaining sixty years' age.

(2) An employee, other than those who are bound under a surety bond or agreement with the University, may retire from service on any such date after completion of twenty five years of regular service counted from the date of joining the service by exercising the option and obtaining the approval of the competent authority.

(3) | An employee, on retirement, shall be entitled to such pension, gratuity and other benefits as per rules and policies of the Government.

21. Retention of lien.- A confirmed employee shall acquire lien against the post held by him when he is relieved as a consequence of his selection against some other post, cadre or service in the Federal Government or Provincial Governments or autonomous body or authority. He shall retain his lien in the University until he is confirmed in such other post, cadre or service or for a maximum period of three years whichever is earlier, and the said period of lien shall not be extended in any case.

22. Age relaxation.- Age relaxation, for appointment by initial recruitment, shall be admissible as per policy of the Government.

23. Domicile.- An appointment, other than under the tenure track system or faculty, shall be made from amongst the candidates domiciled in the Punjab.

24. Officer of the University.- An employee in BS-17 and above shall also be the officer of the University.

25. Authorities of the University.- The Selection Committee shall also be the Authority of the University.

CHAPTER-III PAY AND ALLOWANCES

26. Salary.- (1) A class-A post employee shall be entitled to such salary as may be recommended by the Selection Board, under clause (a) of section 40 of the Act, and approved by the competent authority.

(2) | A class-B post employee shall be entitled to such salary as admissible to the scale of pay against which he is appointed.

27. Medical allowance.- An employee shall be entitled to such medical allowance as admissible to the corresponding categories of the civil servants.

28. Medical reimbursement.- An employee shall be paid actual expenditure incurred during hospitalization in case of indoor treatment in the Government hospital or any other hospital approved by the Syndicate.

29. Compensatory allowance.- The Syndicate may grant such compensatory allowance to the employees or category of employees, as it may deem fit.

30. House rent allowance.- The employee who is not provided accommodation by the University shall be paid house rent allowance as admissible to the corresponding categories of the civil servants.

31. Traveling and daily allowances.- (1) An employee on official duty shall be entitled to such traveling and daily allowances as admissible to the corresponding categories of the civil servants.

(2) Employees of other institutions or universities attending the meetings of the University or appointed as examiners or deputed to conduct the examinations or other assignments of the University shall be paid such traveling allowance and daily allowance as admissible to the corresponding categories of the civil servants.

32. Honoraria.- The Syndicate may, on the recommendations of the Vice Chancellor, grant honoraria in a year up to one month's basic pay to an employee or a class of employees for rendering exceptional duty to the University.

33. | Increments.- An annual increment in the pay shall ordinarily be drawn as a matter of course on first December of each year, if an employee has completed six months of service in that scale of pay on thirtieth November of that year.

34. Other allowances.- (1) Deputation allowance, conveyance allowance, qualification allowance, additional charge allowance and computer allowance shall be paid to such employees as are entitled to them in accordance with the corresponding categories of the civil servants.

(2) Syndicate may grant senior post allowance, entertainment allowance, special allowance, integrated allowance, dearness allowance, special relief allowance and ad hoc relief allowance or any other allowances as it may deem fit.

(3) Registrar, Treasurer, Controller of Examinations and Resident Auditor shall be entitled to such perks and privileges as entitled to government servants in the corresponding scale of pay.

35. Pension on last drawn pay.- An employee, on retirement, shall be entitled to such pension, as per policy of the Government, on the basis of last pay drawn.

CHAPTER-IV

LEAVE AND LEAVE ENCASHMENT

36. | Leave.- (1) An employee shall not claim leave as a matter of right.

(2) | The authority competent to grant leave shall be competent to refuse, revoke or modify the leave already granted.

(3) Leave shall be earned on the basis of service rendered by an employee except for the period during which he remains on leave.

(4) Leave shall be applied in terms of days.

37. Casual leave.- The reporting officer may grant casual leave on special grounds and to a maximum of ten days at a time and to a maximum of twenty five days in a year.

38. Leave on half pay.- (1) The competent authority may grant leave on half pay for more than one hundred and twenty days as long as it is available by conversion into the leave account.

(2) | The Vice Chancellor may grant up to one hundred and twenty days leave on half pay as long as it is available by conversion into the leave account.

39. Extraordinary leave.- (1) The competent authority may grant extraordinary leave without pay up to a maximum period of five years at a time to an employee who is in continuous service for a period of not less than ten years:

Provided that the maximum period of five years shall be reduced by the period of leave on full pay or half pay, if granted in combination with the extraordinary leave.

(2) | The competent authority may grant extraordinary leave without pay for a maximum period of two years to an employee who has not completed ten years of continuous service.

(3) | The Vice Chancellor may grant up to one hundred and twenty days extraordinary leave to any employee.

40. Study leave.- (1) A regular employee, with not less than three years services in the University desiring to pursue for higher education abroad or within the country may be granted leave on full pay not exceeding four years by the competent authority.

(2) | The study leave shall initially be granted for one year and may be extended on the satisfactory report of the research supervisor or Registrar of the degree awarding institute concerned, about the performance, after every year.

(3) In case unsatisfactory report is received from research supervisor or Registrar of the degree awarding institute concerned, the study leave shall be cancelled by the competent authority.

(4) The study leave shall not be granted to more than twenty-five percent employees in the department at a time.

(5) The study leave shall not be granted unless the employee submits surety or bank guarantee to the satisfaction of the competent authority.

41. Earned leave in case of non-vocational employee.- (1) A non-vocational employee shall earn leave on full pay which shall be calculated at the rate of four days for every calendar month of duty rendered and credited to the leave account as leave on full pay.

(2) If an employee remained on duty for more than fifteen days in a

calendar month, he shall be entitled to earn leave for full calendar month but if

remained on duty for fifteen days or less, he shall not earn any earned leave for that month.

(3) If an employee proceeds on leave during a calendar month and returns from it during another calendar month and the period of duty in either month is more than fifteen days, the leave to be credited for both the incomplete months shall be restricted to that admissible for one full calendar month only.

(4) — There shall be no maximum limit on the accumulation of such leave.

42. Earned leave in case of vocational employee.- A vocational employee may earn leave on full pay if:

(a) he avails full vocation in a calendar year at the rate of one day for every calendar month of duty rendered;

(b) during any year, he is prevented from availing the full vocation then he shall be treated at par with non-teaching employees of the University for that year; and

(c) he avails himself of only a part of the vocation as in sub-clause (a), then combination of earned leaves according to the proportion of vocations and on duty period for the entire year.

43. Leave on full pay.- (1) The maximum period of leave on full pay that may be granted at one time shall be as follows:

(a) without medical certificate; 120 days

(b) with medical certificate; 180 days

(c) on medical certificate from leave 365 days account, once in _ entire service.

(2) | The competent authority may grant leave on full pay for more than one hundred and twenty days.

(3) | The Vice Chancellor may grant up to one hundred and twenty days leave on full pay.

44. Iddat leave.- (1) The Vice Chancellor shall grant /ddat leave on full pay for a period not exceeding one hundred and thirty days to a female employee on the death of her husband and such leave shall not be debited to her leave account.

(2) The /Iddat leave shall commence from the date of the death of husband, and the female employee shall furnish death certificate issued by the department concerned to the Vice Chancellor, subsequently.

45. Maternity leave.- (1) The Vice Chancellor shall, on the application of a female employee, grant her maternity leave on full pay, outside the leave account, to the extent of ninety days in all.

(2) | The maternity leave shall not be granted more than three times in the entire service of a female employee.

(3) Maternity leave may be granted in continuation of or in combination

with any other kind of leave including extraordinary leave as may be due and admissible to a female employee.

46. Paternity leave.- (1) The Vice Chancellor shall, on the application of a male employee, grant him paternity leave on full pay, outside the leave account, for a maximum period of seven days on or immediately before the birth of his child.

(2) The paternity leave shall not be granted more than two times in the entire service of a male employee.

47. Leave ex-Pakistan.- The competent authority may grant leave ex-Pakistan on full pay, half pay or without pay, to an employee in accordance with statutes 37 to 43 of the statutes.

48. Leave preparatory to retirement.- (1) The Vice Chancellor may grant leave preparatory to retirement, for a maximum period of three hundred and sixty five days, subject to availability of leave balance in employee account.

(2) An employee may, at his discretion, take leave preparatory to retirement, subject to availability, either on full pay or partly on full pay and partly on half pay or entirely on half pay.

(3) An employee may opt for encashment of leave in lieu of leave preparatory to retirement as admissible to the corresponding categories of civil servant.

(4) | An employee on leave preparatory to retirement shall not resume duty without permission of the competent authority.

49. Encashment of leave in case of in-service death.- In case an employee dies or is invalidated or incapacitated while in-service, lump sum payment equal to full pay up to three hundred and sixty five days, out of the leave at his credit, shall be made besides the pension given to his family.

50. Over stay after sanctioned leave.- (1) Unless the leave of an employee is extended by the authority competent to grant such leave, an employee who remains absent after the expiry of his leave, shall not be entitled to any remuneration for the period of such absence, and without prejudice to any disciplinary action that may be taken against him, double the period of such absence shall be debited against his leave account.

(2) |The leave debited under sub-statute (1), shall be adjusted against future earning of leave, if there is insufficient credit in the leave account.

51. Combination of different types of leave.- One type of leave may be combined with any other type of leave otherwise admissible to an employee.

52. Leave to lapse when an employee leaves service.- All leaves at the credit of an employee shall lapse when he leaves the service due to any cause.

53. Quarantine leave.- An employee may be granted quarantine leave outside his leave account to the extent recommended by the authorized medical officer and the period of such leave shall be treated as duty with full pay and allowances of the post held by him at the time of proceeding on leave.

54. Conduct of employees.- The employees shall not engage themselves directly or indirectly in tuition or any business or trade or occupation.

55. Disciplinary proceedings.- (1) The competent authority may, on its own or on a complaint in writing, initiate disciplinary proceedings, against an employee, under the Act.

(2) | The procedure for holding disciplinary proceedings shall, subject to the provisions of the Act, be as provided in the Punjab Employees Efficiency, Discipline and Accountability Act, 2006 (XII of 2006).

(3) | The Syndicate, under clause (t) of subsection (2) of section 29 of the Act, may suspend, punish and remove from service an employee whom it is empowered to appoint.

(4) — The Vice Chancellor may suspend, punish and remove from service an employee whom he is empowered to appoint.

56. Residuary matters.- If no provision or sufficient provision exists in the Statutes with respect to any terms and conditions of the service of an employee, the rules or instructions or policy governing the service of a civil servant under the Punjab Civil Servants Act, 1974 (VIII of 1974) shall, as nearly as possible, apply to service of the employee.

SCHEDULE-I
(see statute 3)

Name of Title of post with Appointing Minimum qualification for appointment by Method of recruitment Age for initial Mode of University scale of pay Authority recruitment Appointment

Initial recruitment Promotion Min. Max.

1 2 3 4 5 6 7 8 9

CLASS-A POSTS (TEACHING)

Disciplines other than Engineering, Information Technology, Computing Sciences, Law and Art & Design

University of 1. | Professor (BS- Syndicate (i) Ph.D. in Chemistry or Physics or - By initial recruitment. 35 50 | Regular or TTS

Layyah 21) Commerce or English or Contract.

Environmental Sciences or History
or International Relations or Islamic
Studies or Library and Information
Sciences or Management Sciences
or Mathematics or Microbiology or
Medical Lab Technology or Pakistan
Studies or equivalent qualification
from an_ institute or university
recognized by Higher Education
Commission.

(ii) (a) fifteen years' teaching or
research experience from a
postgraduate institute or
university recognized by Higher
Education Commission — or
professional experience in the
relevant field in a national or
international organization; or

(b) ten years' post-Ph.D. teaching
or research experience from a
post-graduate _institute or
university recognized by Higher
Education Commission — or
professional experience in the
relevant field in a national or
international organization; and

(iii) fifteen research publications in the

journals recognized by Higher
Education Commission; out of which
five publications must be within last
five years.

University
Layyah

of

2.

Associate
Professor (BS-
20)

Syndicate

) Ph.D. in Chemistry or Commerce or English or Environmental Sciences or History or International Relations or Islamic Studies or Library and Information Sciences or Management Sciences or Mathematics or Microbiology or Medical Lab Technology or Pakistan Studies or equivalent qualification from an institute or university recognized by Higher Education Commission;

(ii) (a) ten years' teaching or research

experience from a postgraduate institute or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; or
(b) five years' post-Ph.D. teaching or research experience from a postgraduate institute or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; and

(iii) ten research publications in the journals recognized by Higher Education Commission; out of which four publications must be within last five years.

By initial recruitment.

Regular or TTS or
Contract.

University of
Layyah

3.

Assistant
Professor (BS-
19)

Syndicate

Ph.D. in Chemistry or Commerce or
English or Environmental Sciences or
History or International Relations or
Islamic Studies or Library and
Information Sciences or Management
Sciences or Mathematics or
Microbiology or Medical Lab
Technology or Pakistan Studies or
equivalent qualification from an institute
or university recognized by Higher
Education Commission.

By initial recruitment.

25

45

Regular or TTS or
Contract.

University of 4. Lecturer Syndicate MS or M.-Phil. (first division) in - By initial recruitment. 21 35 Regular or Contract.

Layyah (BS-18) Chemistry or Commerce or English or

Environmental Sciences or History or

International Relations or Islamic

Studies or Library and_ Information

Sciences or Management Sciences or

Mathematics or Microbiology or Medical

Lab Technology or Pakistan Studies or

equivalent qualification from an institute

or university recognized by Higher

Education Commission.

Note: A candidate must have not third division in his whole academic career, however, such candidate, having degree of Ph.D. in the relevant field and has not more than one third division in the entire academic career, shall be eligible for the post.

Engineering, Information Technology and Computing Disciplines

University of I. Professor (BS- Syndicate (i) Ph.D. in Engineering or Information By initial recruitment. 35 50 Regular or TTS or

Layyah 21) Technology or Computing or Contract.

equivalent qualification from an institute or university recognized by Higher Education Commission;

(ii) (a) fifteen years' teaching or research experience from an institute or college recognized by a Board or _ university recognized by Higher Education Commission or 15 years professional experience in the relevant field in a national or international organization; out of which five years must be teaching experience; or

(b) ten years' post-Ph.D. teaching or research experience from a

postgraduate institute or university recognized by Higher Education Commission _ or professional experience in the relevant field in a national or international organization; and

(iii) fifteen research publications in the

journals recognized by Higher

Education Commission or Pakistan

Engineering Council; out of which five publications must be within last five years.

University
Layyah

of

Associate
Professor (BS-
20)

Syndicate

(ii)

(iii)

Ph.D. in Engineering or Information Technology or Computing or equivalent qualification from an institute or university recognized by Higher Education Commission; (a) ten years' teaching or research experience from an institute or a college recognized by a Board or university recognized by Higher Education Commission or ten years professional experience in the relevant field in a national or international organization; out of which two years must be teaching experience; or (b) five years' post-Ph.D. teaching or research experience from a postgraduate institute or university recognized by Higher Education Commission _ or professional experience in the relevant field in a national or international organization; and ten research publications in the journals recognized by Higher Education Commission or Pakistan Engineering Council; out of which four publications must be within last five years.

By initial recruitment.

Regular or TTS or
Contract.

University of
Layyah

\7.

Assistant
Professor (BS-
19)

Syndicate

Ph.D. in Engineering or Information
Technology or Computing or equivalent
qualification from an institute or university
recognized by
Commission.

Higher Education

By initial recruitment.

25

45

Regular or TTS or
Contract.

University of
Layyah

Lecturer
(BS-18)

Syndicate

MS or M.Phil. (first division) in
Engineering or Information Technology
or Computing or equivalent qualification
from an institute or university recognized
by Higher Education Commission.

Note: A candidate must have not third
division in his whole academic
career.

By initial recruitment.

21

35

Regular or Contract.

Art and Design

University of
Layyah

Professor (BS-
21)

Syndicate

(i) Ph.D. in Art and Design or equivalent
qualification from an_ institute or
university recognized by Higher
Education Commission and who
have:

(a) fifteen years' teaching or
research experience in a
postgraduate institute or
university recognized by Higher
Education Commission — or

professional experience in the relevant field in a national or international organization; or

(b) ten years' post-Ph.D. teaching or research experience in a postgraduate institute or university recognized by Higher Education Commission — or professional experience in the relevant field in a national or international organization; and

(c) outstanding and — substantial level of professional art activity demonstrated by participation in eight exhibitions at national or international level with two or more than two new works in each exhibition or evidence of equal number of visual communication campaigns designed and published or works in any other discipline of art and design; or

(ii) Master's degree (foreign) or MS or

M.Phil. in Art and Design or equivalent qualification from an institute or university recognized by Higher Education Commission and who have:

By initial recruitment.

35

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Regular or TTS or Contract

(a)

seventeen years' teaching or research experience; out of which eight years' post qualification from a postgraduate institute or university recognized by Higher Education Commission — or professional experience in the relevant field in a national or international organization; and outstanding and ___ substantial level of professional art activity demonstrated by participation in eight exhibitions at national or international level with two or more than two new works in each exhibition or evidence of equal number of visual communication campaigns designed and published or work in any other discipline of art and design.

University

Layyah

of

10.

Associate

Professor (BS-
20)

Syndicate

Gi

Ph.D. in Art and Design or equivalent degree qualification from an institute or university recognized by Higher Education Commission and who have:

(a)

ten years' teaching or research experience from a postgraduate institute or university recognized by Higher Education Commission or _ professional experience in the relevant field in a national or international

organization; or

five years' post-Ph.D. teaching or research experience from a postgraduate institute or university recognized by Higher Education Commission — or professional experience in the relevant field in a national or international organization; and outstanding and — substantial level of professional art activity demonstrated by participation in six exhibitions at national or international level with two or

By initial recruitment.

30

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Regular or TTS or
Contract

ti

more than two new works in each exhibition or evidence of equal number of visual communication campaigns designed and published or work in any other discipline of art and design; or

Master's degree (foreign) or MS or

M.Phil. in Art and Design or

equivalent qualification from an institute or university recognized by

Higher Education Commission and

who have:

(a) twelve years' teaching or research experience; out of which four years' post qualification experience from a postgraduate institute or university recognized by Higher Education Commission — or professional experience in the relevant field in a national or international organization; and

(b) outstanding and — substantial level of professional art activity demonstrated by participation in eight exhibitions at national or international level with two or more than two new works in each exhibition or evidence of equal number of visual communication campaigns designed and published or work in any other discipline of art and design.

University
Layyah

of

11.

Assistant
Professor (BS-

19)

Syndicate

Gi

(ii)

Ph.D. in Art and Design or equivalent

qualification from an_ institute or

university recognized by Higher

Education Commission; or

(a) MS or MPhil. or Master's
degree (foreign) in Art and
Design or equivalent
qualification from an institute or
university recognized by Higher
Education Commission; and

(b) four years' teaching or research
experience from a postgraduate
institute or university recognized

By initial recruitment.

25

45

Regular or TTS or
Contract

by Higher Education Commission or _ professional experience in the relevant field in a national or international organization; or

(iii) (a) Bachelor in Fine Arts or Bachelor in Designing (four years) (first division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and

(b) six years' teaching or research

experience from a postgraduate institute or university recognized by Higher Education Commission or _ professional experience in the relevant field in a national or international organization.

Note: A candidate must have not third division in his whole academic career.

University
Layyah

of

Lecturer
(BS-18)

Syndicate

Bachelor in Fine Arts or Bachelor in Designing (four years) (first division) or equivalent qualification from an institute or university recognized by Higher Education Commission.

Note: The candidate must not have any third division in his whole academic career.

By initial recruitment.

Regular or Contract

Law

University
Layyah

of

Professor (BS-
21)

Syndicate

(i) Ph.D. in' Law or equivalent qualification from an_ institute or university recognized by Higher Education Commission and who have:

(a) fifteen years' teaching or research experience from a postgraduate institute or university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; or

(b) ten years' post-Ph.D. teaching

or research experience from a

By initial recruitment.

Regular or TTS or
Contract

postgraduate institute or a university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; and

(c) fifteen research publications in journals recognized by Higher Education Commission; out of which five publications must be within last five years; or

LLM or JD in Law or equivalent

qualification from an_ institute or university recognized by Higher

Education Commission and who

have:

(a) seventeen years' teaching or research experience; out of which eight ~=years' _— post qualification experience from a postgraduate institute or a university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; and

(b) fifteen research publications in journals recognized by Higher Education Commission; out of which five publications must be

with in last five years.

University
Layyah

of

14.

Associate
Professor (BS-
20)

Syndicate

Ph.D. in Law~ or _— equivalent

qualification from an_ institute or

university recognized by Higher

Education Commission and who

have:

(a) ten years' teaching or research experience; out of which eight years' post qualification experience from a postgraduate institute or a university recognized by Higher Education Commission or _ professional experience in the relevant field in a national or international organization; or

(b) five years' post-Ph.D. teaching or research experience from a

By initial recruitment.

30

50

Regular or TTS or
Contract

postgraduate institute or a university recognized by Higher Education Commission — or professional experience in the relevant field in a national or international organization; and

(c) ten research publications in journals recognized by Higher Education Commission; out of which four publications must be with in last five years; or

LLM or JD in Law or equivalent

qualification from an_ institute or university recognized by Higher

Education Commission and who

have:

(a) twelve years' teaching or research experience; out of which four years' post qualification experience from a postgraduate institution or a university recognized by Higher Education Commission — or professional experience in the relevant field in a national or international organization; and

(b) ten research publications in journals recognized by Higher Education Commission; out of which four publications must be

with in last five years.

University
Layyah

of

15.

Assistant
Professor (BS-
19)

Syndicate

ig

)

Ph.D. in Law~ or equivalent qualification from an_ institute or university recognized by Higher Education Commission; or

(ii) (a) LLM or JD in Law or equivalent

qualification from an institute or university recognized by Higher Education Commission; and

(b) four years' teaching or research experience from a postgraduate institute or a university recognized by Higher Education Commission or _ professional experience in the relevant field in a national or international organization; or

(iii) (a) LLB (first division) or equivalent

By initial recruitment.

25

45

Regular or TTS or Contract

qualification from an institute or university recognized by Higher Education Commission; and

(b) six years' teaching or research experience from a postgraduate institute or a university recognized by Higher Education Commission or _ professional experience in the relevant field in a national or international organization.

University of |16. _ Lecturer Syndicate LLB (first division) or equivalent - By initial recruitment. 21 35 Regular or Contract. Layyah (BS-18) qualification from an institute or university recognized by Higher Education Commission.

Note: The candidate must not have any third division in his whole academic career.

CLASS-A POSTS (NON-TEACHING)

University of |17. Registrar Chancellor (i) (a) Ph.D. or equivalent qualification - By initial recruitment. 40 50 On contract basis. Layyah (BS-19) from an institute or university (in term of section

recognized by Higher Education Commission; and

(b) eight years' post qualification experience of BPS-17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or

(ii) (a) MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

(b) ten years' post qualification experience of BPS-17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or

(iii) (a) Master's degree or BS (four years) (second division) _ or

equivalent qualification from an institute or university recognized by Higher Education Commission; and

twelve years' post qualification experience of BPS-17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization.

University
Layyah

of

18.

Controller
Examinations
(BS-19)

of

Chancellor

(i) @)

(ii) @)

(iii) @)

Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

eight years' post qualification experience of BPS-17 & above or equivalent in teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or

MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

ten years' post qualification
experience of BPS-17 & above
or equivalent in teaching or
administrative or professional
experience from a public or
private institute or university
recognized by Higher Education
Commission or public sector
organization; or

Master's degree or BS (four
years) (second division) or
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

twelve years' post qualification
experience of BPS-17 & above
or equivalent in teaching or

By initial recruitment.

40

50

On contract basis.
(in term of section 24
of the Act)

administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization.

University
Layyah

Treasurer (BS-+

19)

Ph.D. in Finance or Commerce or Accounting or Auditing or Economics from an institute or university recognized by Higher Education Commission; and eight years' post qualification experience of BPS-17 & above or equivalent in the relevant field; or

MS or M.Phil. in Finance or Commerce or Accounting or Auditing or Economics or equivalent qualification in from an institute or — university recognized by Higher Education Commission; and

ten years' post qualification experience of BPS-17 & above or equivalent in the relevant field; or

MBA in Finance or M.Com or ACCA or ACMA or M.Sc. or BS (four years) (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and twelve years' post qualification experience of BPS-17 & above or equivalent in the relevant field.

By initial recruitment.

On contract basis.
(in term of section 23
of the Act)

University
Layyah

Director Press,
Media &
Publication
(BS-19)

Ph.D. in Mass Communication
or Media Studies or Journalism
or Communication Studies or
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

eight years' experience in the
relevant field; or

MS or M.Phil. in Mass
Communication or Media

ii) by initial recruitment; or

by promotion on the
basis of selection on
merit from amongst
Deputy Directors
(Press, Media and
Publication) (BS-18)
with:
(a) seven years'
service in BS-18,
in case of initial

Regular or Contract

(iii) (a)

Studies or Journalism or
Communication Studies or
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

ten years' experience in the
relevant field; or

Master's degree or BS (four
years) (second division) in Mass
Communication or Media
Studies or Journalism or
Communication Studies or
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

twelve years' experience in the
relevant field.

recruitment in BS-
18; or

(b) twelve years'
service in BS-17
and above, in
case of _ initial
recruitment in BS-
17.

University
Layyah

of

21.

Director
(Purchase
Store)
(BS-19)

&

Syndicate

(ii) (@)

(iii) (a)

Ph.D. in Management Sciences or Commerce or Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and

eight years' post qualification teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or

MS or M.Phil. in Management Sciences or Commerce or Economics or Accounts and Audit or equivalent qualification from an institute or university recognized by Higher Education Commission; and

ten years' post qualification teaching or administrative experience from public or private institute or university recognized by Higher Education Commission or public sector organization; or

MBA or M.Com or ACCA or ACMA or M.Sc. or BS (four

ii) by initial recruitment; or

ii) by promotion on the basis of selection on merit from amongst

Deputy Directors
(Purchase & Store)
(BS-18) with:

(a) seven years'

service in BS-18,
in case of initial
recruitment in BS-
18; or

(b) twelve years'
service in BS-17
and above, in
case of _ initial

recruitment in BS-
17.

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Regular or Contract

years) (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and twelve years' post qualification teaching or administrative experience from public or private institute or university recognized by Higher Education Commission or public sector organization.

University of |22. Director Syndicate (i) (a) Ph.D. or equivalent qualification li) by initial recruitment; or 40 50 Regular or Contract Layyah (Research, from an institute or university li) by promotion on the Innovation & recognized by Higher Education basis of selection on Commercialization) Commission; and merit from amongst (ORIC) (b) eight years' post qualification Deputy Directors (BS-19) teaching or administrative (Research, Innovation experience from a public or & Commercialization) private institute or university (BS-18) with: recognized by Higher Education (a) seven years' Commission or public sector service in BS-18, organization; or in case of initial (ii) (a) MS or M.Phil. or equivalent recruitment in BS- qualification from an institute or 18; or university recognized by Higher (b) twelve years' Education Commission; and service in BS-17 (b) ten years' post qualification and above, in teaching or administrative case of _ initial experience from a public or recruitment in BS- private institute or university 17. recognized by Higher Education Commission.

University of (23. Director (Qualit Syndicate (i) (a) Ph.D. or equivalent qualification li) by initial recruitment; or 40 50 Regular or

Layyah

Enhancement
Cell)
(BS-19)

(ii) (a)

from an institute or university recognized by Higher Education Commission; and

eight years' post qualification teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission; or

MS or MPhil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

ten years' post qualification

ii)

by promotion on the

basis of selection on

merit from amongst

Deputy Directors

(Quality Enhancement

Cell) (BS-18) with:

(a) seven years' service in BS-18, in case of initial recruitment in BS-18; or

(b) twelve years' service in BS-17 and above, in

teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission.

case of _ initial recruitment in BS-17.

University of 24. Director Syndicate (i) (a) Ph.D. or equivalent qualification li) by initial recruitment; or 40 50 Regular or Contract Layyah (Academics) from an institute or university li) by promotion on the (BS-19) recognized by Higher Education basis of selection on Commission; and merit from amongst (b) eight years' post qualification Deputy Directors teaching or administrative (Academics) (BS-18) experience from a public or with: private institute or university (a) seven years' recognized by Higher Education service in BS-18, Commission; or in case of initial (ii) (a) MS or MPhil. or equivalent recruitment in BS- qualification from an institute or 18; or university recognized by Higher (b) twelve years' Education Commission; and service in BS-17 (b) ten years' post qualification and above, in teaching or administrative case of _ initial experience from a public or recruitment in BS- private institute or university 17. recognized by Higher Education Commission.

University of 25. Director Syndicate (i) (a) Ph.D. in Economics or li) by initial recruitment; or 40 50 Regular or Contract Layyah (Planning & Engineering or Management li) by promotion on the Development) Sciences or equivalent basis of selection on (BS-19) qualification from an institute or merit from amongst university recognized by Higher Deputy Directors Education Commission; and (Planning and

(ii) (@)

(iii) (a)

eight years' post qualification experience in the relevant field; or

MS or M.Phil. in Economics or Engineering or Management Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and

ten years' post qualification experience in the relevant field; or

Master's degree or BS (four years) (second division) in Economics or Engineering or Management Sciences or equivalent qualification from an

Development) (BS-18)

with:

(a) seven years' service in BS-18, in case of initial recruitment in BS-18; or

(b) twelve years' service in BS-17 and above, in case of _ initial recruitment in BS-17.

institute or university recognized by Higher Education Commission; and

twelve years' post qualification experience in the relevant field.

University of Layyah

26.

Director
(Sports)
19)

(BS-

Syndicate

(i) @)

(ii) (@)

(iii) (a)

Ph.D. in Sports Sciences or Physical Education or equivalent qualification from an institute or university recognized by Higher Education Commission; and eight years' post qualification experience in organizing various sports at national or international level; or

M.S. or M. Phil. in Sports Sciences or Physical Education or equivalent qualification from an institute or university recognized by Higher Education Commission; and

ten years' post qualification experience in organizing various sports at national or international level; or

Master's degree or BS (four years) (second division) in Sports Sciences or Physical Education or equivalent qualification from an institute or university recognized by Higher

by initial recruitment; or
by promotion on the
basis of selection on

merit from amongst
Deputy Directors
(Sports) (BS-18) with:

(a) seven years'

service in BS-18,
in case of initial
recruitment in BS-
18; or

(b) twelve years'
service in BS-17
and above, in
case of _ initial
recruitment in BS-
17.

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Regular or Contract

Education Commission; and

(b) twelve years' post qualification experience in organizing various sports at national or international level.

University of | 27. Chief Engineer Syndicate (i) B.Sc. in Civil Engineering or By initial recruitment. 40 50 Regular or Contract Layyah (BS-20) equivalent qualification from an institute or university recognized by Higher Education Commission; and (ii) registered with Pakistan Engineering Council as Engineer in Civil; and (iii) seventeen years' experience in relevant field; out of which five years' experience must be related to management of works.

University of |28. Director Syndicate (i) (a) Ph.D. in Computer Science or li) by initial recruitment; or 40 50 Regular or Contract Layyah (Information Information Technology — or li) by promotion on the Technology Telecommunication System or basis of selection on Services) (BS- equivalent qualification from an merit from amongst 19) institute or university recognized Deputy Directors by Higher Education (Information Technology Commission; and Services) (BS-18) or (b) eight years' post qualification System Administrators experience in relevant field; or (BS-18) with: (ii) (a) MS or M.Phil. in Computer (a) seven years' Science or Information service in BS-18, Technology or in case of initial Telecommunication System or recruitment in BS- equivalent qualification from an 18; or institute or university recognized (b) twelve years' by Higher Education service in BS-17 Commission; and and above, in (b) ten years' post qualification case of _ initial experience in relevant field; or recruitment in BS- (iii) (a) Master's degree or BS (four 17. years) (second division) in Computer Science or Information Technology — or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) twelve years' experience in relevant field.

University of 29. Librarian (BS- Syndicate (i) (a) Ph.D. in Library and Information li) by initial recruitment; or 40 50 Regular or C

Layyah

19)

Sciences or Information Science or Information Management or

ii)

by promotion on the
basis of selection on

equivalent qualification from an institute or university recognized by Higher Education Commission; and

eight years' post qualification experience in the relevant field; or

merit from amongst Deputy Librarians (BS-18) with:

(a) seven years'

service in BS-18, in case of initial recruitment in BS-

(ii) (a) MS or M.Phil. in Library and 18; or Information Sciences or (b) twelve years' Information Science or service in BS-17 Information Management or and above, in equivalent qualification from an case of _ initial institute or university recognized recruitment in BS- by Higher Education 17.

Commission; and

(b) ten years' post qualification experience in the relevant field; or

(iii) (a) Master's degree or BS (four years) (second division) in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by Higher Education

Commission; and

(b) twelve years' post qualification experience in the relevant field.

University of (30. Director Syndicate (i) (a) Ph.D. or equivalent qualification ii) by initial recruitment; or 40 50 Regular or Contract Layyah Student Affairs from an institute or university ii) by promotion on the (BS-19) recognized by Higher Education basis of selection on Commission; and merit from amongst

(b) eight years' post qualification Deputy Directors teaching or administrative (Student Affairs) (BS- experience from a public or 18) with:

private institute or university (a) seven years' recognized by Higher Education; service in BS-18, or in case of initial

(ii) (a) MS or M.Phil. or equivalent recruitment in BS-

qualification from an institute or university recognized by Higher

Education Commission; and

ten years' post qualification
teaching or administrative
experience from a public or
private institute or university
recognized by Higher Education

18; or

(b) twelve years'
service in BS-17
and above, in
case of _ initial
recruitment in BS-
17.

(iii) (a)

Commission; or

Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and

twelve years' post qualification teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission.

University
Layyah

of

31. Director
(Career
Counseling
Centre)
(BS-19)

Syndicate

a

)

i)

(iii)

Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

eight years' experience in the relevant field; or

MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

ten years' experience in the relevant field; or

Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and

twelve years' experience in the relevant field.

By initial recruitment.

40

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Regular or Contract

University
Layyah

of

32. Provost
(BS-19)

Syndicate

()

(ii)

(a)

Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

eight years' post qualification teaching or administrative experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; or

MS or M.Phil. (first division) or equivalent qualification from an institute or university recognized by Higher Education

By initial recruitment.

40

Regular or Contract

(iii) (a)

Commission; and

ten years' post qualification
teaching or administrative
experience from a public or
private institute or university
recognized by Higher Education
Commission or public sector
organization; or

Master's degree or BS (four
years) or equivalent qualification
(second division) from an
institute or university recognized
by Higher Education
Commission; and

twelve years' post qualification
teaching or administrative
experience from a public or
private institute or university
recognized by Higher Education
Commission or public sector
organization.

University of 33. Director Syndicate (i) (a) Ph.D. or equivalent qualification li) by initial recruitment; or 40 50 Regular or Contract
Layyah External from an institute or university li) by promotion on the
Linkages (BS- recognized by Higher Education basis of selection on
19) Commission; and merit from amongst

(b) eight years' post qualification Deputy Directors
teaching or administrative (External Linkages)
experience in the relevant field; (BS-18) with:
or (a) seven years'
(ii) (a) MS or M.Phil. or equivalent service in BS-18,
qualification from an institute or in case of initial
university recognized by Higher recruitment in BS-
Education Commission; and 18; or

(b) ten years' post qualification (b) twelve years'
teaching or administrative service in BS-17
experience in the relevant field; and above, in
or case of _ initial

(iii) (a) Master's degree or BS (four recruitment in BS-
years) (second division) or 17.
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

(b) twelve years' post qualification
teaching or administrative
experience the relevant field.

University of |34. — Director Syndicate (i) (a) Ph.D. or equivalent qualification li) by initial recruitment; or 40 50 Regular or Contract
Layyah Administration from _an_ institute or university li) by promotion on the

and Coordination
(BS-19)

(ii)

(iii)

recognized by Higher Education
Commission; and

(b) eight years' post qualification
experience in administration; or

(a) MS or M.Phil. or equivalent
qualification from an institute or
university recognized by Higher
Education Commission; and

(b) ten years' post qualification
experience in administration; or

(a) Master's degree or BS (four
years) (second division) or
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

(b) twelve years' post qualification
experience in administration.

basis of selection on

merit from amongst
Deputy Directors
(Administration &

Coordination) (BS-18)

with:

(a) seven years'
service in BS-18,
in case of initial
recruitment in BS-
18; or

(b) twelve years'
service in BS-17
and above, in
case of _ initial
recruitment in BS-
17.

Layyah Matters university recognized by Higher li) by promotion on the (BS-19) Education Commission; and basis of selection on

(b) ten years' post qualification merit from amongst experience in the relevant field; Deputy Directors Legal or Matters (BS-18) with:

(ii) (a) LLB (second division) from an (a) seven years' institute or university recognized service in BS-18,

by Higher Education in case of initial Commission; and recruitment in BS-

(b) twelve years' post qualification 18; or experience in the relevant field. (b) twelve years' service in BS-17

and above, in

case of _ initial

recruitment in BS-

17.

University of | [86. Chief Security Syndicate (i) A retired Commissioned Officer not By initial recruitment. - - Regular or Contract Layyah Officer below the rank of Major or equivalent

(BS-19) from the Forces; and

(ii) two years after retirement are not passed; and

(iii) not retired from on medical grounds or disciplinary grounds,

University of | [87. Chief Medical Syndicate (i) MBBS (first division) from an institute By initial recruitment. 35 50 Regular or Co

Layyah

Officer
(BS-19)

(ii)

or university recognized by Higher

Education Commission;

registered with Pakistan Medical
Commission; and

(iii)

twelve years' experience in the relevant field.

University of Layyah

Project Director
(BS-19)

Syndicate

(i)

(ii)
(iii)

B.Sc. in Civil Engineering or equivalent qualification from an institute or university recognized by Higher Education Commission; registered with Pakistan Engineering Council as Engineer in Civil; and twelve years' post qualification experience in relevant field; out of which four years' experience must be related to management of works.

50% by initial

recruitment; and

50% by promotion on

the basis of selection

on merit from amongst

Senior Engineers

(Civil/XEN (Civil) (BS-

18) with:

(a) seven years' service in BS-18, in case of initial recruitment in BS-18; or

(b) twelve years' service in BS-17 and above, in

case of _ initial recruitment in BS-17.

If none is available for promotion then by initial recruitment.

35

50

Regular or Contract

University of Layyah

39.

Executive Secretary (BS-19)

Syndicate

By promotion on the basis of selection on merit from amongst Secretaries (BS-18) with:

(a) seven years' service in BS-18, in case of initial recruitment in BS-18; or

(b) twelve years' service in BS-17 and above, in case of _ initial recruitment in BS-17.

University of Layyah

Chief Secrecy Officer (BS-19)

Syndicate

(i)

(ii)

(a) MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

(b) eight years' post qualification experience in the relevant field; or

(a) Masters degree or BS (four years) (second division) or equivalent qualification from an

50% by initial recruitment; and

50% by promotion on the basis of selection on merit from amongst

Deputy Secrecy Officers (BS-18) with:

(c) seven years'

service in BS-18,

30

45

Regular or Contract

institute or university recognized by Higher Education Commission; and ten years' post qualification experience in the relevant field.

in case of initial recruitment in BS-18; or

(d) twelve years' service in BS-17 and above, in case of _ initial recruitment in BS-17.

If none is available for promotion then by initial recruitment.

University of

Layyah

Deputy
Provost
(BS-18)

Syndicate

(ii) (@)

MS or MPhil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

three years' post qualification teaching or administrative experience from public or private institute or university recognized by Higher Education Commission or public sector organization; or Masters degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and

five years' post qualification teaching or administrative experience from public or private institute or university

recognized by Higher Education Commission or public sector organization.

By initial recruitment.

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Regular or Contract

University
Layyah

of

42.

Deputy
Registrar (BS-
18)

Syndicate

(ii) (@)

MS or MPhil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and

three years' post qualification teaching or administrative experience from public or private institute or university recognized by Higher Education Commission or public sector organization; or Masters degree or BS (four years) (second division) or equivalent qualification from an

50% by initial recruitment; and

50% by promotion on the basis of seniority-cum-fitness from amongst Assistant Registrars (BS-17) with five years' service.

If none is available for promotion then by initial recruitment.

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Regular or Contract

(b)

institute or university recognized
by Higher Education Commission;
and

five years' post qualification
teaching or administrative
experience from public or
private institute or university
recognized by Higher Education
Commission or public sector
organization.

University of 43. Deputy Syndicate (i) (a) MS or MPhil. or equivalent li) 50% by initial 25 45 Regular or Contract Layyah Controller off qualification from an institute or recruitment; and
Examinations university recognized by Higher li) 50% by promotion on
(BS-18) Education Commission; and the basis of seniority-

(b) three years' post qualification cum-fitness from
teaching or administrative amongst Assistant
experience from public or private Controllers of
institute or university recognized Examination (BS-17)
by Higher Education Commission with five years' service.
or public sector organization; or If none is available for
(ii) (a) Master's degree or BS (four promotion then by initial
years) (second division) or recruitment.

equivalent qualification from an
institute or university recognized
by Higher Education Commission;
and

(b) five years' post qualification
teaching or administrative
experience from public or private
institute or university recognized
by Higher Education Commission
or public sector organization.

University of (44. Deputy Syndicate i) (a) MS or M.Phil. in Finance or li) 50% by initial 25 45 Regular or Contract Layyah Treasurer (BS- Commerce or Accounting or recruitment; and
18) Auditing or Economics or li) 50% by promotion on

(ii) (@)

equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

three years' post qualification
experience in the relevant field; or
MBA (Finance) or M.Com_ or
ACCA or ACMA or M.Sc. or BS
(four years) (second division) in
Economics or equivalent
qualification from an institute or
university recognized by Higher

Education Commission; and

the basis of seniority-

cum-fitness from
amongst Assistant
Treasurers (BS-17)

with five years' service.

If none is available for
promotion then by initial
recruitment.

(b)

five years' post qualification
experience in the relevant field.

University of (45. Deputy Syndicate (i) (a) MS or MPhil. in Mass li) 50% by initial 25 45 Regular or Contract Layyah Director Communication or Media Studies recruitment; and

(Press, Media or Journalism or Communication li) 50% by promotion on
& Publication) Studies or equivalent qualification the basis of seniority-
(BS-18) from an institute or university cum-fitness from

recognized by Higher Education amongst Assistant

Commission; and Directors (Press, Media

(b) three years' post qualification & Publication) (BS-17)
experience in the relevant field; or with five years' service.

(ii) (a) Master's degree or BS (four If none is available for
years) (second division) in Mass promotion then by initial
Communication or Media Studies recruitment.

or Journalism or Communication

Studies or equivalent qualification

from an institute or university

recognized by Higher Education

Commission; and

(b) five years' post qualification
experience in the relevant field.

University of 46. Deputy Syndicate (i) (a) MS or MPhil. or equivalent li) 50% by initial 25 45 Regular or Contract Layyah Director qualification from an institute or recruitment; and

(External university recognized by Higher li) 50% by promotion on
Linkages) (BS- Education Commission; and the basis of seniority-
18) (b) three years' post qualification cum-fitness from

experience in the relevant field; or amongst Assistant

(ii) (a) Master's degree or BS (four Directors (External
years) (second division) or Linkages) (BS-17) with
equivalent qualification from an five years' service.

institute or university recognized If none is available for

by Higher Education Commission; promotion then by initial
and recruitment.

(b) five years' post qualification
experience in the relevant field.

University of (47. Deputy Syndicate i) (a) MS or MPhil. or equivalent li) 50% by initial 25 45 Regular or Contract Layyah Director qualification from an institute or recruitment; and

(Administration &

Coordination)

(BS-18)

(ii) (@)

university recognized by Higher
Education Commission; and

three years' post qualification
experience in the relevant field;
or

Masters degree or BS (four

years) (second division) or
equivalent qualification from an
institute or university recognized

ii) 50% by promotion on

the basis of seniority-

cum-fitness from
amongst Assistant
Directors

(Administration &

Coordination) (BS-17)
with five years' service.
If none is available for

by Higher Education Commission;
and
five years' post qualification post
qualification experience in the
relevant field.

promotion then by initial
recruitment.

University of
Layyah

48. Deputy
Director
(Purchase &
Store)

(BS-18)

MS or MPhil. in Management
Sciences or equivalent
qualification from an institute or
university recognized by Higher
Education Commission; and

three years' post qualification
experience in the relevant field;
or

MBA or M.Com or ACCA or
ACMA or M.Sc. or BS (four years)
(second division) or equivalent
qualification from an institute or
university recognized by Higher
Education Commission;

five years' post qualification
experience in the relevant field.

50% by initial
recruitment; and

ii) 50% by promotion on

the basis of seniority-
cum-fitness from
amongst Assistant
Directors (Purchase &
Store) (BS-17) with five
years' service.

If none is available for

promotion then by initial

recruitment.

University of
Layyah

49. Deputy Director
(Research, Innovation|
& Commercialization)
(ORIC)
(BS-18)

MS or MPhil. or equivalent
qualification from an institute or
university recognized by Higher
Education Commission; and

three years' post qualification
teaching or administrative
experience from public or private
institute or university recognized
by Higher Education Commission
or public sector organization; or
Masters degree or BS (four
years) (second division) in Social
Sciences or equivalent
qualification from an institute or
university recognized by Higher
Education Commission; and

five years' post qualification
teaching or administrative
experience from public or private
institute or university recognized
by Higher Education Commission
or public sector organization.

50% by initial
recruitment; and

ii) 50% by promotion on

the basis of seniority-

cum-fitness from
amongst Assistant
Directors (Research,
Innovation &

Commercialization)
(ORIC) (BS-17) with
five years' service as
such.
If none is available for
promotion then by initial
recruitment.

University of
Layyah

50. Manager
(Research
Operations and
Development)

MS or M.Phil. in Management
Sciences or Sciences or Social
Sciences or equivalent
qualification from an institute or

By initial recruitment.

Regular or Contract

Regular or Contract

Regular or Contract

(BS-18)

university recognized by Higher Education Commission; and

three years' post qualification experience in the relevant field; or Masters degree or BS (four years) (second division) in Management Sciences or Sciences or Social Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and

five years' post qualification experience in the relevant field.

University of Layyah

Manager
(University-
Industrial
Linkages and
Technology
Transfer)
(BS-18)

Syndicate

MS or M.Phil. in Management Sciences or Sciences or Social Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and

three years' post qualification experience in the relevant field; or Masters degree or BS (four years) (second division) in Management Sciences or Sciences or Social Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and

five years' post qualification experience in the relevant field.

By initial recruitment.

25

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Regular or Contract

University of
Layyah

Manager
(Intellectual
Property/
Legal
Services)
(BS-18)

Syndicate

LLM or equivalent qualification
from an institute or university
recognized by Higher Education
Commission; and

three years' post qualification
experience in the relevant field; or
LLB (second division) — or
equivalent from an institute or
university recognized by Higher
Education Commission; and

five years' post qualification
experience in the relevant field.

By initial recruitment.

25

45

Regular or Contract

University of
Layyah

Deputy Director
(Quality
Enhancement
Cell)

Syndicate

MS or M.Phil. in Management
Sciences or Sciences or Social
Sciences or equivalent
qualification from an institute or

i) 50% by initial recruitment; and

ii) 50% by promotion on the basis of seniority-

25

45

Regular or Contract

(BS-18)

(b)

(ii) (@)

(b)

university recognized by Higher Education Commission; and

three years' post qualification experience in the relevant field; or Masters degree or BS (four years) (second division) in Management Sciences or Sciences or Social Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and

five years' post qualification experience in the relevant field.

cum-fitness from amongst Assistant Directors (Quality

Enhancement Cell)
(BS-17) with five years' service as such.

If none is available for

promotion then by initial recruitment.

University of | [54. Deputy Director Syndicate (i) (a) MS or M.Phil. in Economics or ii) 50% by initial 25 45 Regular or Contract Layyah (Planning and) Engineering or Management recruitment; and Development) Sciences or Social Sciences or ii) 50% by promotion on (BS-18) equivalent qualification from an the basis of seniority- institute or university recognized cum-fitness from by Higher Education amongst Assistant Commission; and Directors (Planning and (b) three years' post qualification Development) (BS-17) experience in the relevant field; or with five years' service (ii) (a) Master's degree or BS (four as such. years) (second division) in If none is available for Economics or Engineering or promotion then by initial Management Sciences or Social recruitment. Sciences or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) five years' post qualification

experience in the relevant field.

University of | [655. Senior Syndicate - By promotion on the basis - - -

Layyah Transport of seniority-cum-fitness

Officer from amongst Transport

(BS-18) Officers (BS-17) with five

years' service.

University of | 56. Deputy Syndicate (i) Master's degree (second division) in li) 50% by initial 25 45 Regular or Contract

Layyah Director Physical Education or Sports recruitment; and

(Sports) Sciences or equivalent qualification li) 50% by promotion on

(BS-18) from an_ institute or university the basis of seniority-

recognized by Higher Education

Commission; and

(ii) five years' experience in ganizing

sports at national or international

level.

cum-fitness from

amongst Assistant

Directors (Sports) (BS-

17) with five years'

service.

If none is available for promotion then by initial recruitment.

University of | [57. Senior Medical Syndicate |i) MBBS (first division) from an institute ii) 50% by initial 25 45 Regular or Contract Layyah Officer or university recognized by Higher recruitment; and (BS-18) Education Commission; ii) 50% by promotion on (ii) registered with the Pakistan Medical the basis of seniority- Commission; and cum-fitness from (iii) five years' post qualification amongst Senior experience in the relevant field. Medical Officers (BS-17) with five years' service.

If none is available for promotion then by initial recruitment.

University of | 58. Senior Syndicate (i) (a) M.Sc. (second division) in Botany ii) 50% by initial 25 45 Regular or Contract Layyah Horticulture or Horticulture or Forestry or recruitment; and Officer equivalent qualification from an ii) 50% by promotion on (BS-18) institute or university recognized the basis of seniority- by Higher Education Commission; cum-fitness from or amongst Horticulture (b) BS in Botany or Horticulture or Officers (BS-17) with equivalent qualification from an five years' service as institute or university recognized such.

by Higher Education Commission; If none is available for and promotion then by initial

(c) five years' post qualification recruitment. experience in the relevant field; or

(ii) (a) B.Sc. (second division) in Botany or Horticulture or Forestry or equivalent qualification from an institute or university recognized by Higher Education Commission; and

(b) seven years' post qualification experience in the relevant field.

University of | 59. Senior Syndicate (i) B.Sc. in Civil Engineering or ii) 50% by initial 25 45 Regular or Contract Layyah Engineer equivalent qualification from an recruitment; and (Civil)/XEN institute or university recognized by ii) 50% by promotion on (Civil) Higher Education Commission; the basis of seniority- (BS-18) (ii) registered with Pakistan Engineering cum-fitness from Council as Engineer in Civil; and amongst Assistant

(iii) five years' experience of executive

level in construction sector.

Engineers (Civil) (BS-17) with five years' service.

If none is available for promotion then by initial recruitment.

University of | 60. Senior Syndicate (i) B.Sc. in Electrical Engineering or (ii) 50% by initial 25 45 Regular or Contract Layyah Engineer equivalent qualification from an recruitment; and (Electrical)/ institute or university recognized by (ii) 50% by promotion on XEN Higher Education Commission; the basis of seniority- (Electrical) (ii) registered with Pakistan Engineering cum-fitness from (BS-18) Council as Engineer in Electrical; and amongst Assistant (iii) five years' experience of executive Engineers (Electrical) level in construction sector. (BS-17) with five years' service.

If none is available for promotion then by initial recruitment.

University of 61. Deputy Syndicate i) (a) MS or M.Phil. in Computer (ii) 50% by initial 25 45 Regular or Contract Layyah Director Science or Information recruitment; and (Information Technology or (ii) 50% by promotion on Technology Telecommunication System or the basis of seniority- Services) equivalent qualification from an cum-fitness from (BS-18) institute or university recognized amongst Assistant by Higher Education Directors (Information Commission; and Technology Services)

(b) three years' post qualification (BS-17) with five years' experience in the relevant field; or service.

(ii) (a) Master's degree or BS (four If none is available for years) (second division) in promotion then by initial Computer Science or Information recruitment.

Technology or
Telecommunication System or
equivalent qualification from an
institute or university recognized
by Higher Education Commission;
and

(b) five years' post qualification
experience in the relevant field

University of 62. System Syndicate i) (a) MS or M.Phil. in Computer (ii) 50% by initial 25 45 Regular or Contract Layyah Administrator Science or Information recruitment; and (BS-18) Technology or (ii) 25% by promotion on

Telecommunication System or
equivalent qualification from an
institute or university recognized
by Higher Education
Commission; and

(b) three years' post qualification

experience in the relevant field; or

the basis of seniority-
cum-fitness from
amongst Computer
programmers (BS-17)

with five years' service;
and

25% by promotion on

(ii) (@)

Masters degree or BS (four years) (second division) in Computer Science or Information Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission; and

five years' post qualification experience in the relevant field.

the basis of seniority-cum-fitness from amongst Network Administrators (BS-17) with five years' service.

If none is available for promotion then by initial recruitment.

University of | 63. Deputy Syndicate (i) (a) MS or MPhil. in Library and li) 50% by initial 25 45 Regular or Contract Layyah Librarian Information Sciences or recruitment; and (BS-18) Information Science or li) 50% by promotion on Information Management or the basis of seniority-equivalent qualification from an cum-fitness from institute or university recognized amongst Assistant by Higher Education Librarians (BS-17) with Commission; and five years' service.

(b) three years' post qualification If none is available for experience in the relevant field; or promotion then by initial

(ii) (a) Master's degree or BS (four recruitment.

years) (second division) in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by Higher Education Commission; and

(b) five years' post qualification experience in the relevant field.

University of | |64. Secretary Syndicate - By promotion on the - - - Layyah (BS-18) basis of seniority-cum-fitness from amongst Personal Secretaries (BS-17) with five years' service.

University of 65. Deputy Syndicate (i) (a) MS or MPhil. or equivalent li) 50% by initial 25 45 Regular or Contract Layyah Director qualification from an institute or recruitment; and (Student university recognized by Higher li) 50% by promotion on

Affairs) Education Commission; and the basis of seniority-
(BS-18) (b) three years' post qualification cum-fitness from
teaching and administrative amongst Assistant
experience from public or private Directors (Student

institute or university recognized
by Higher Education
Commission; or

Affairs) (BS-17) with
five years' service.

If none is available for

(ii) (@)

Masters degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and

five years' post qualification teaching and administrative experience from public or private institute or university recognized by Higher Education Commission.

promotion then by initial recruitment.

University of | [66. Senior Syndicate (i) M.Sc. (second division) in By initial recruitment. 25 45 Regular or Contract Layyah Laboratory Engineering or equivalent Engineer qualification from an_ institute or (BS-18) university recognized by Higher Education Commission; and (ii) five years' experience in the relevant field.

University of | 67. Deputy Syndicate i) (a) MS or MPhil. or equivalent li) 50% by initial 25 45 Regular or Contract Layyah Director qualification from an institute or recruitment; and (Academics) university recognized by Higher li) 50% by promotion on (BS-18) Education Commission; and the basis of seniority- (b) three years' post qualification cum-fitness from teaching or administrative amongst Assistant experience from public or private Directors (Academics) institute or university recognized (BS-17) with five years' by Higher Education service.

Commission; or If none is available for

(ii) (a) Master's degree (second division) promotion then by initial or equivalent qualification from an recruitment.

institute or university recognized by Higher Education Commission; and

(b) five years' post qualification teaching or administrative experience from public or private institute or university recognized by Higher Education Commission.

University of | 68. Deputy Syndicate i) (a) MS or M.Phil. in Management li) 50% by initial 25 45 Regular or Contract Layyah Director Sciences or equivalent recruitment; and (Career qualification from an institute or li) 50% by promotion on Counseling university recognized by Higher the basis of seniority- Centre) Education Commission; and cum-fitness from (BS-18) (b) three years' post qualification amongst Assistant experience in the relevant field; or Directors (Career

(ii) (a)

MBA or M.Com (second division)
or equivalent qualification from an
institute or university recognized

Counseling) (BS-17)
with five years' service.

If none is available for

by Higher Education Commission;
and

(b) five years' post qualification
experience in the relevant field.

promotion then by initial
recruitment.

University of (69. Senior Press Syndicate (i) Master's degree or BS (four years) ii) 50% by initial 25 45 Regular or Contract Layyah Manager (second division) in Mass recruitment; and
(BS-18) Communication or Media Studies or ii) 50% by promotion on
Communication Studies or the basis of seniority-
Journalism or equivalent cum-fitness from
qualification from an institute or amongst Press
university recognized by Higher Managers (BS-17) with
Education Commission; and five years' service.

(ii) five years' experience in the If none is available for
relevant field. promotion then by initial
recruitment.

University of | 70. Software Syndicate (i) Master's degree or BS (second By initial recruitment. 25 45 Regular or Contract Layyah Engineer (BS- division) in Software Engineer or
18) equivalent qualification from an
institute or university recognized by
Higher Education Commission; and
(ii) five years' experience in the
relevant field.

University of |71. Data base Syndicate (i) Masters degree or BS (second By initial recruitment. 25 45 Regular or Contract Layyah Administrator division) in Computer Science or
(BS-18) Information Technology or
equivalent qualification from an
institute or university recognized by
Higher Education Commission; and
(ii) five years' experience in the
relevant field.

University of |72. Deputy Syndicate (i) Master's degree (second division) or ii) 50% by initial 25 45 Regular or Contract Layyah Secrecy equivalent qualification from an recruitment; and
Officer institute or university recognized by li) 50% by promotion on
(BS-18) Higher Education Commission; and the basis of seniority-
(ii) five years' experience in the cum-fitness from
relevant field. amongst Assistant
Secrecy Officers (BS-
17) with five years'
service.

If none is available for
promotion then by initial
recruitment.

University of |73. Deputy Syndicate (i) LL.B (second division) or equivalent li) 50% by initial 25 45 Regular or Contract Layyah Director Legal qualification from an institute or recruitment; and
Matters (BS- university recognized by Higher li) 50% by promotion on
(BS-18) Education Commission; and the basis of seniority-

(ii)

five years'

relevant field.

experience in the

cum-fitness from
amongst Assistant

Directors Legal Matters
(BS-17) with five years' service.

If none is available for promotion then by initial recruitment.

University of {74. Dental Syndicate (i) Bachelor's degree in Dental Surgery By initial recruitment. 21 35 Regular or Contract Layyah Surgeon (BS- (BDS) or equivalent qualification 17) from an_ institute or university recognized by Higher Education Commission;
(ii) registered with Pakistan Medical Commission; and
(iii) one year house job experience.

University of {75. Assistant Syndicate (i) Master's degree (second division) or By initial recruitment. 21 35 Regular or Contract Layyah Secrecy equivalent qualification from an Officer institute or university recognized by (BS-17) Higher Education Commission; or
(ii) (a) Bachelors degree (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and
(b) two years' experience in the relevant field.

University of {76. Research Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Officer (second division) or equivalent (BS-17) qualification from an_ institute or university recognized by Higher Education Commission.

University of |77. Resident. Syndicate - By deputation (as per - - - Layyah Auditor section 25 of the Act).
(BS-17)

University of |78. Assistant Syndicate Master's degree or ACCA or ACMA or ii) 75% by initial 21 35 Regular or Contract Layyah Registrar BS (four years) (second division) or recruitment; and
(BS-17) equivalent qualification from an institute iii) 25% by promotion on

or university recognized by Higher Education Commission.

the basis of seniority-cum-fitness from amongst Assistants (BS-16) with five years' service.

If none is available for promotion then by initial

recruitment.

University of {79. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Controller of (second division) or equivalent
Examinations qualification from an institute or university
(BS-17) recognized by Higher Education
Commission.

University of | [80. Assistant Syndicate MBA or M.Com or ACMA or ACCA or By initial recruitment. 21 35 Regular or Contract Layyah Treasurer M.Sc. or BS (four years) (second
(BS-17) division) in Economics or equivalent
qualification from an institute or university
recognized by Higher Education
Commission.

University of [81. Assistant Syndicate Master's degree (second division) in By initial recruitment. 21 35 Regular or Contract Layyah Director Mass Communication or Media Studies
(Press, Media or Journalism or Communication Studies
& Publication)/ or equivalent qualification from an
Public Relation institute or university recognized by
Officer Higher Education Commission.
(BS-17)

University of [82. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) or equivalent
(External qualification from an institute or university
Linkages) recognized by Higher [Education
(BS-17) Commission.

University of 83. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) or equivalent
Administration & qualification from an institute or university
Coordination recognized by Higher [Education
(BS-17) Commission.

University of |84. Press Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Manager (second division) in Mass
(BS- 17) Communication or Media Studies or
Communication Studies or Journalism or
equivalent qualification from an institute
or university recognized by Higher
Education Commission.

University of | [85. Assistant Syndicate MBA or M.Com or ACMA or ACCA or By initial recruitment. 21 35 Regular or Contract Layyah Director M.Sc. (second division) in Economics or
(Purchase & equivalent qualification from an institute
Store) or university recognized by Higher

(BS-17)

Education Commission.

University of [86. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) or equivalent (Research, innovation qualification from an institute or university & Conon) recognized by Higher Education (88-17) Commission.

University of | [87. Publication/ Syndicate Master's degree or BS (second division) By initial recruitment. 21 35 Regular or Contract Layyah Communication in Mass Communication or MBA or M. Specialist Com or equivalent qualification from an (BS-17) institute or university recognized by Higher Education Commission.

University of | [88. Computer Syndicate (i) BS in Engineering or BCS (second By initial recruitment. 21 35 Regular or Contract Layyah Hardware division) in the relevant field from an Engineer institute or university recognized by (BS- 17) Higher Education Commission; and (ii) two years' experience in the relevant field.

University of | [89. Financial Aid Syndicate Master's degree or BS (second division) By initial recruitment. 21 35 Regular or Contract Layyah & Scholarship or equivalent qualification from an Officer institute or university recognized by (BS-17) Higher Education Commission.

University of 90. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) in Social Sciences or (Quality Sciences or Management Sciences or Enhancement equivalent qualification from an institute Cell) or university recognized by Higher (BS-17) Education Commission.

University of 91. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) in Economics or (Planning and Engineering or Management Sciences or Development) equivalent qualification from an institute (BS-17) or university recognized by Higher Education Commission.

University of | 92. Security Syndicate (i) Bachelors degree (second division) By initial recruitment. 21 35 Regular or Contract Layyah Officer or equivalent qualification from an (BS-17) institute or university recognized by

Higher Education Commission; or (ii) (a) retired commissioned _ officer from the Forces; (b) not retired on medical or disciplinary grounds; and (c) two years after retirement are not passed.

University of | 93. Transport Syndicate (i) Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Officer (second division) from an institute or (BS-17) university recognized by Higher Education Commission; and (ii) two years' experience in the relevant field.

University of 94. Assistant Syndicate Master's degree (second division) in By initial recruitment. 21 35 Regular or Contract Layyah Director Physical Education or Sports Sciences Sports from an institute or university recognized (BS-17) by Higher Education Commission.

University of | 95. Medical Officer Syndicate (i) MBBS (first division) from an institute By initial recruitment. 21 35 Regular or Contract Layyah (BS-17) or university recognized by Higher Education Commission; (ii) registered with Pakistan Medical Commission; and (iii) one year house job experience.

University of | 96. Horticulture Syndicate (i) M.Sc. (second division) in Botany or By initial recruitment. 21 35 Regular or Contract Layyah Officer Horticulture or Forestry or equivalent (BS-17) qualification from an_ institute or

(iii)

university recognized by Higher

Education Commission; or

BS (four years) (second division) in

Botany or equivalent qualification

from an_ institute or university

recognized by Higher Education

Commission; or

(a) B.Sc. (second division) _ in Forestry or Horticulture or equivalent qualification from an institute or university recognized by Higher Education Commission; and

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

University of 97. Assistant Syndicate (i) B.Sc. (second division) in Civil | B.Sc. (second |i) 50% by initial 21 35 Regular or Contract Layyah Engineer Engineering or equivalent | division) in Civil recruitment; and (Civil) qualification from an_ institute or | Engineering or ji) 50% by promotion on (BS-17) university recognized by Higher | equivalent the basis of seniority- Education Commission; and qualification from cum-fitness from (ii) registered with Pakistan Engineering | an institute or amongst Senior Sub Council as Engineer in Civil. university Engineers (Civil) (BS- recognized by 16) with eight years' Higher Education service. Commission. If none is available for promotion then by initial recruitment.

University of | 98. Assistant Syndicate (i) B.Sc. (second division) in Electrical | B.Sc. (second |i) 50% by initial 21 35 Regular or Layyah Engineer Engineering or equivalent | division) in recruitment; and (Electrical) qualification from an_ institute or | Electrical li) 50% by promotion on (BS-17) university recognized by Higher | Engineering or the basis of seniority- Education Commission; and equivalent cum-fitness from (ii) registered with Pakistan Engineering | qualification from amongst Senior Sub- Council as Engineer in Electrical. an institute or Engineers (Electrical) university (BS-16) with — eight recognized by years' service. Higher Education | If none is available for Commission. promotion then by initial recruitment.

University of 99. Estate Officer Syndicate (i) Master's degree or BS (four years) - By initial recruitment. 21 35 Regular or Contract Layyah (BS-17) (second division) from an institute or university recognized by Higher Education Commission; and (ii) two years' experience in the relevant field.

University of | 100. Assistant Syndicate Master's degree (second division) in - By initial recruitment. 21 35 Regular or Contract Layyah Director Computer Science or Information (Information Technology or Telecommunication Technology System or equivalent qualification from Services) (BS- an institute or university recognized by 17) Higher Education Commission.

University of | 101. Assistant Syndicate Master's degree (second division) or - By initial recruitment. 21 35 Regular or Contract

Layyah

Director
(Academics)(B
S-17)

equivalent qualification from an institute or university recognized by Higher Education Commission.

University of | 102. Laboratory Syndicate B.Sc. (second division) in Engineering By initial recruitment. 21 35 Regular or Contract Layyah Engineer (BS- from an institute or university recognized 17) by Higher Education Commission.

University of | 103. Computer Syndicate Master's degree (second division) in ii) 50% by initial 21 35 Regular or Contract Layyah Programmer Computer Science or _ Information recruitment; and (BS-17) Technology or = Telecommunication ii) 50% by promotion on System or equivalent qualification from the basis of seniority- an institute or university recognized by cum-fitness from Higher Education Commission. amongst Assistant Computer Programmers (BS-16) with six years' service. If none is available for promotion then by initial recruitment.

University of | 104. Network Syndicate Master's degree (second division) in By initial recruitment 21 35 Regular or Contract Layyah Administrator Computer Science or _ Information (BS-17) Technology or Telecommunication System or equivalent qualification from an institute or university recognized by Higher Education Commission.

University of | 105. Assistant Syndicate Masters degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Librarian (BS- (second division) in Library and 17) Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by Higher Education Commission.

University of | 106. Personal Syndicate (i) Master's degree or BS (four years) ii) 50% by initial 21 35 Regular or Contract Layyah Secretary (BS- 17) (second division) or equivalent qualification from an_ institute or university recognized by Higher Education Commission;

(ii) speed of hundred words per minutes of shorthand;

(iii) speed of fifty words per minutes of typing on computer in English; and

(iv) sufficient knowledge of computer.

recruitment; and 50% by promotion on the basis of seniority- cum-fitness from amongst Senior Scale Stenographers (BS-16)

with eight years' service.

If none is available for promotion then by initial recruitment.

University of | 107. Assistant Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) or equivalent
(Student qualification from an institute or university Affairs) recognized by Higher [Education (BS-17) Commission.

University of | 108. Student Syndicate Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Counselor (second division or CGPA 2.5) in (BS-17) Psychology or Applied Psychology or Clinical Psychology and ADCP or PGDC or equivalent qualification from an institute or university recognized by Higher Education Commission.

University of 109. Assistant Syndicate Masters degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Director (second division) or equivalent (Career qualification from an institute or university Counseling recognized by Higher Education Centre) Commission.

(BS-17)

University of | 110. Clinical Syndicate (i) MS (second division) in Clinical By initial recruitment. 21 35 Regular or Contract Layyah Psychologist Psychology from an_ institute or

(BS-17) university recognized by Higher

Education Commission; or

(ii) Master's degree (second division) in

Psychology or equivalent qualification

from an_ institute or university

recognized by Higher Education

Commission; and

(a) advance diploma in Clinical

Psychology from an institute or

university recognized by Higher

Education Commission ; and

(b) two years' experience in the

relevant field.

University of | 111. Protocol Syndicate (i) Master's degree or BS (four years) By initial recruitment. 21 35 Regular or Contract Layyah Officer (second division) or equivalent

(BS-17) qualification from an_ institute or

university recognized by Higher

Education Commission; and

(ii) two years' experience in the

relevant field.

University of | 112. Data Analyst Syndicate (i) M.Sc. or BS (four years) (second By initial recruitment. 21 35 Regular or Contract Layyah (BS-17) division) in Statistics or equivalent

qualification from an institute or university recognized by Higher Education Commission; and

(ii) two years' experience in the relevant field.

University of | 113. Statistical Syndicate (i) M.Sc. or BS (four years) (second - By initial recruitment. 21 35 Regular or Contract Layyah Officer division) in Statistics or equivalent (BS-17) qualification from an_ institute or university recognized by Higher Education Commission; and (ii) two years' experience in the relevant field.

University of |114. Data Syndicate Master's degree or BS (four years) - By initial recruitment. 21 35 Regular or Contract Layyah Processing (second division) in the relevant field or Officer equivalent qualification from an institute (BS-17) or university recognized by Higher Education Commission.

University of 115. Assistant Syndicate LLB or equivalent qualification from an - By initial recruitment. 21 35 Regular or Contract Layyah Director Legal institute or university recognized by Matters Higher Education Commission. (BS-17)

C — NON-TEACHING (CLASS-B POSTS)

University of 1116. Personal Vice Chancellor (i) BS (four years) (second - li) 20% by initial 21 35 Regular or Contract Layyah Assistant division) in English or recruitment; and (BS-16) Management Sciences or li) 80% by promotion on Computer Science or the basis of seniority- Sociology or Public cum-fitness from Administration or equivalent amongst Senior Scale qualification from an institute Stenographers (BS-16) or university recognized by with three years' Higher Education service as such.

Commission; and If none is available for (ii) five years' experience in the promotion then by initial relevant field. recruitment.

University of 117. Assistant Vice Chancellor (i) Master's degree or BS (four - li) 50% by initial 21 35 Regular or Contract Layyah (Accounts) years) (second division) in recruitment; and (BS-16) Commerce or Management li) 50% by promotion on Sciences or Accounting and the basis of seniority- Finance or Economics or cum-fitness from equivalent qualification from amongst Accountants an institute or university (BS-15) with three recognized by Higher years' service as such.

Education Commission; and If none is available by (ii) five years' experience of promotion then by initial handling accounts or audit recruitment.

matters.

University of 118. Assistant Vice Chancellor (i) Master's degree or BS (four - li) 50% by initial 21 35 Regular or Contract Layyah (Auditor) (BS- years) (second division) in recruitment; and (16) Commerce or Management li) 50% by promotion on Sciences or Accounting and the basis _of_seniority-

Finance or Economics or equivalent qualification from an institute or university recognized by Higher Education Commission; and five years' experience of handling accounts or audit matters.

cum-fitness from amongst Auditors (BS-15) with three years' service as such.

If none is available for promotion then by initial recruitment.

University of 119. Assistant Vice Chancellor (i) Master's degree or BS (four li) 50% by initial 21 35 Regular or Contract Layyah (BS-16) years) (second division) or recruitment; and equivalent qualification from li) 50% by promotion on an institute or university the basis of seniority-recognized by Higher cum-fitness from Education Commission; and amongst the Senior (ii) five years' experience in Clerks (BS-14) with Microsoft Office. three years' service as such.

If none is available for promotion then by initial recruitment.

University of 120. Assistant Vice Chancellor (i) (a) MCS or MIT or MTS By initial recruitment. 21 35 Regular or Contract Layyah Computer (second division) _ or

Programmer equivalent qualification (BS-16) from an_ institute or university recognized by

Higher Education Commission; or

(b) B.Sc. (Computer Science

as major subject) or equivalent qualification

from an_ institute or university recognized by

Higher Education Commission; and

(ii) four years' experience in the relevant field.

University of 121. Senior Vice Chancellor |i) Master's degree or BS (four By promotion on the basis 21 35 Regular or Contract Layyah Computer years) (second division) in of seniority-cum-fitness

Operator (BS-16)

(ii)

Computer Science or Software Engineering or

Information Technology or equivalent qualification from an institute or university recognized by Higher Education Commission; and three years' experience in Microsoft office, web development or _ graphic

from amongst Computer Operators (BS-15) with three years' service as such.

If none is available for promotion then by initial recruitment.

designing or data processing.

University of 22. Senior Sub- | Vice Chancellor (i) Diploma of Associate li) 67% by initial 21 40 Regular or Contract Layyah Engineer Engineering in Electrical recruitment; and (Electrical) Engineering from a li) 33% by promotion on (BS-16) recognized institute; and the basis of seniority- (ii) ten years' experience in the cum-fitness from relevant field. amongst the Sub Engineers (Electrical) (BS-14) with five years' service as such If none is available for promotion then by initial recruitment.

University of 23. Senior Scale) Vice Chancellor (i) Master's degree or BS (four By Promotion on the basis 21 35 Regular or Co Layyah Stenographer years) (second division) or of seniority-cum-fitness (BS-16) equivalent qualification from from amongst an institute or university Stenographers (BS-15) recognized by Higher with three years' service Education Commission; as such.

(ii) five years' experience in If none is available for Microsoft Office; and promotion then by initial (iii) speed of hundred words per recruitment. minutes of shorthand; and (iv) speed of forty words per minutes of typing in English on computer.

University of 24. Security Vice Chancellor (i) | Ex-service man: li) 50% by initial 30 45 Regular or Contract

Layyah

Officer
(BS-16)

(ii)

(iii)

(a) not below the rank of Subedar Major or equivalent rank from infantry or armor or military police —with exemplary service record; or

(b) Subedar with two years' experience as Assistant Security Officer in any Security Department;

not be retired from forces on

medical grounds or

disciplinary grounds; and

two years are not passed

after retirement.

recruitment; and

ii) 50% by promotion on the basis of seniority-cum-fitness from amongst Assistant Security Officers (BS-14) with four years' service as such.

If none is available for

promotion then by initial

recruitment.

University of 25. Chief Vice Chancellor - By promotion on the basis - - -

Layyah Technician of seniority-cum-fitness
(Dispensary) from amongst Senior
(BS-16) Technicians (Dispensary)
(BS-14) with five years'
service as such.

University of 26. Broadcast Vice Chancellor (i) BS (second division) in By initial recruitment. 21 35 Regular or Contract Layyah Engineer Electrical Engineering or
(BS-16) equivalent qualification from
an institute or university
recognized by Higher
Education Commission; and
(ii) | three years' experience in
broadcast media.

University of 27. Deputy Vice Chancellor |(i) Bachelor's degree (second li) 50% by initial 21 35 Regular or Contract Layyah Estate Officer division) or — equivalent recruitment; and
(BS-16) qualification from an institute li) 50% by promotion on
or university recognized by the basis of seniority-
Higher Education cum-fitness from
Commission; and amongst the Assistant
(ii) | three years' administrative Estate Officers (BS-14)
or office experience. with five years' service
as such.

If none is available for
promotion then by initial
recruitment.

University of 128. Assistant Vice Chancellor (i) MA (second division) in By initial recruitment. 21 35 Regular or Contract Layyah Program Mass Communication or
Producer equivalent qualification from
(BS-16) an institute or university
recognized by Higher
Education Commission; and
(ii) | three years' experience in
broadcast media.

University of 29. Senior Proof | Vice Chancellor {() Master's degree or BS (four li) 50% by initial 21 35 Regular or Contract

Layyah

Reader (BS-
16)

years) (second division) in
English or equivalent
qualification from an institute
or university recognized by
Higher Education
Commission; and

three years' experience in
the relevant field.

recruitment; and
li) 50% by promotion on
the basis of seniority-
cum-fitness from

amongst Proof Readers
(BS-14) with three
years' service as such.
If none is available for
promotion then by initial
recruitment.

University of 130. Media Vice Chancellor | Masters degree or BS (four By initial recruitment. 21 35 Regular or Contract Layyah Coordinator years) (second division) in
(BS-16) Journalism or Mass
Communication or Media Studies
or equivalent qualification from
an institute or — university
recognized by Higher Education
Commission.

University of 1131. Demonstrator/R} Vice Chancellor | Master's degree or BS (four By initial recruitment. 21 35 Regular or Contract Layyah e research years) (second division) or
Assistant/ equivalent qualification in the
Teaching relevant subject from an institute
Assistant/ or university recognized by
Research Higher Education Commission.

Fellow

(BS-16)

University of 132. Assistant Vice Chancellor | LLB or equivalent from an By initial recruitment. 21 35 Regular or Contract Layyah Manager institute or university recognized
(Intellectual by Higher Education
Property & Commission.

Legal

Services)

(BS-16)

University of 133. Nurse Vice Chancellor |i) BS Nursing from an institute By initial recruitment. 21 35 Regular or Contract Layyah (BS-16) or university recognized by
Higher Education
Commission; and
(ii) three years Diploma in
Nursing from a_ recognized
institute.

University of 134. Head Vice Chancellor - By promotion on the basis - - Regular or Contract

Layyah Draftsman of seniority- cum-fitness

(BS-15) from amongst Draftsmans

(BS-13) with five years'

service as such.

University of 35. Accountant Vice Chancellor | B.Com (second division) or By initial recruitment. 18 30 Regular or Contract Layyah (BS-15) equivalent qualification from an
institute or university recognized
by Higher Education
Commission.

University of 1136. Computer Vice Chancellor (i) (a) Bachelor's degree II) 50% by initial | 18 30 Regular or Contract Layyah Operator (second division) —_ or recruitment; and
(BS-15) equivalent qualification li) 50% by promotion on
from an_ institute or the basis of seniority-
university recognized by cum-fitness from
Higher Education amongst the Junior
Commission; Computer Operators

(b) three months computer training course or diploma in MS _ Office from a recognized institute; and;

speed of forty words per minute of typing on computer in English; or

Ss

(ii) (a) BCS (second division) or

equivalent qualification from an_ institute or university recognized by Higher Education

Commission; and

(b) speed of forty words per

minute of typing on computer in English.

(BS-12) with five years' service as such.

If none is available for promotion then by initial recruitment.

University of 1137. Stenographer | Vice Chancellor (i) Bachelor's degree (second By initial recruitment. 18 30 Regular or Contract Layyah (BS-15) division) or equivalent qualification from an institute or university recognized by Higher Education Commission;

(ii) speed of forty words per minute of typing on computer in English and Urdu; and

(iii) speed of eighty words per minute of shorthand.

University of 38. Auditor Vice Chancellor (i) B. Com (second division) or ii) 50% by initial | 18 30 Regular or Contract Layyah (BS-15) equivalent qualification from recruitment; and an institute or university ii) 50% by promotion on

recognized by Higher the basis of seniority- Education Commission; and cum-fitness from

(ii) two years' experience in the amongst the Junior relevant field. Auditors (BS-11) with five years' service as such.

If none is available for promotion then by initial recruitment.

University of 139. Hardware Vice Chancellor |i) (a) Bachelor's degree By initial recruitment. 21 35 Regular or Contract Layyah Technician (second division) __in
(BS-15) Computer Science or
equivalent qualification
from an_ institute or
university recognized by
Higher Education

Commission; and

(b) two years' experience in

the relevant field; or

(ii) (a) Bachelor's degree

(second division) _ or

equivalent qualification

from an_ institute or

university recognized by

Higher Education

Commission;

(b) PGD in Computer

Hardware or equivalent

qualification from an

institute or university

recognized by Higher

Education Commission;

and

(c) two years' experience in

the relevant field.

University of 140. Senior Store | Vice Chancellor (i) Bachelors degree (second By promotion on the basis 18 30 Regular or Contract Layyah Keeper division) or equivalent of — seniority-cum-fitness (BS-14) qualification from an institute from amongst Store or university recognized by Keepers (BS-11) with Higher Education three years' service as Commission; and such.

(ii) three years' experience in If none is available for store keeping. promotion then by initial recruitment.

University of 141. Workshop Vice Chancellor |i) Diploma of Associate By initial recruitment. 21 35 Regular or Contract Layyah Instructor Engineering in Mechanical or (BS-14) Industrial from a recognized institute; and

(ii) seven years' experience in industry or technical educational sector.

University of 142. Engineering Vice Chancellor |i) Diploma of Associate By initial recruitment. 18 30 Regular or Contract Layyah Lab Assistant Engineering (three years) in (BS-14) the relevant field from a recognized institute; and

(ii) three years' experience in the relevant filed.

University of 143. Sanitary Vice Chancellor | Diploma in Public Health or By initial recruitment. 18 30 Regular or Contract Layyah Supervisor Sanitation from a_ recognized (BS-14)

institute.

University of 144. Library Vice Chancellor (i) (a) Bachelor's degree |i) Bachelor's degree |i) 50% by initial | 18 30 Regular or Contract Layyah Assistant (second division) __ in (second division) in recruitment; and (BS-14) Library Science or Library Science or |i) 50% by promotion on equivalent qualification equivalent the basis of seniority- from an_ institute or qualification from an cum-fitness from university recognized by institute or university amongst the Library Higher Education recognized by Clerks (BS-11) with five Commission; and Higher Education years' service. (b) three years' experience Commission; or If none is available for in the relevant field; or (ii) Higher | Secondary | promotion then by initial (ii) (a) Higher Secondary School Certificate | recruitment. School Certificate (second division) (second division) from a from a_ recognized recognized Board; Board with (b) Certificate in Library Certificate in Library Science; Science and having (c) knowledge of Computer; knowledge of and Computer. (d) five years' experience in the relevant field.

University of 145. Assistant Vice Chancellor |i) | Ex-service man: - li) 50% by initial 21 35 Regular or Contract Layyah Security (a) not below the rank of recruitment; and Officer Naib Subedar Major or li) 50% by promotion on (BS-14) equivalent rank from the basis of seniority- Forces; or cum-fitness from (b) Subedar or equivalent amongst the Head rank from Forces with Security Guards (BS- two years' experience as 11) with three years' Assistant Security service as such. Officer; and If none is available for (ii) not be retired from forces on promotion then by initial medical or disciplinary recruitment. grounds; and (iii) two years are not passed after retirement.

University of 146. Sub Engineer | Vice Chancellor | Diploma of Associate - By initial recruitment. 18 30 Regular or Contract Layyah (Electrical) Engineering in Electrical (BS-14) Engineering from a recognized institute.

University of 147. Sub Engineer | Vice Chancellor | Diploma of Associate - By initial recruitment. 18 30 Regular or Contract Layyah

(Civil)
(BS-14)

Engineering in Civil Engineering
from a recognized institute.

University of
Layyah

148. Senior Clerk
(BS-14)

Vice Chancellor

By promotion on the basis
of _ seniority-cum-fitness
from amongst Junior
Clerks (BS-11) with five
years' service as such.

University of 149. Supervisor Vice Chancellor | Masters degree or BS (four By initial recruitment. 21 30 Regular or Contract Layyah (Horticulture & years) (second division) in
Landscaping) Horticulture or equivalent
(BS-14) qualification from an institute or
university recognized by Higher
Education Commission.

University of 150. Assistant Vice Chancellor | Bachelors degree (second By initial recruitment. 21 30 Regular or Contract Layyah Estate Officer division) or equivalent
(BS-14) qualification from an institute or
university recognized by Higher
Education Commission.

University of 151. Caretaker Vice Chancellor | Bachelors degree (second By initial recruitment. 18 30 Regular or Contract Layyah (BS-14) division) or equivalent
qualification from an institute or
university recognized by Higher
Education Commission.

University of 152. Sports Vice Chancellor (i) (a) BS (four years) (second By initial recruitment. 18 30 Regular or Contract Layyah Supervisor division) in Physical
(BS-14) Education or equivalent

qualification from an
institute or university
recognized by Higher
Education Commission;
or

(b) | Bachelor's degree
(second division) in
Physical Education or
equivalent qualification
from an_ institute or
university recognized by
Higher Education
Commission; and

(ii) five years professional

experience of coaching.

University of
Layyah

1153. Machine Man
(BS-14)

Vice Chancellor

(i) Bachelor's degree (second division) from an institute or university recognized by Higher Education Commission;

(ii) Diploma of Associate Engineering (Printing and Drafts) from recognized institute; and

(iii) five years' experience in the relevant field.

By initial recruitment.

21

40

Regular or Contract

University of
Layyah

154. Graphic Designer
(BS-14)

Vice Chancellor

(i

(ii) (a)

(b)

MA or BS (four years) in Graphic Design or Bachelor in Fine Arts in Graphic Design from an institute or university recognized by Higher Education Commission; or

Diploma in Graphic and Printing or equivalent qualification from an

recognized institute; and
three years' experience
in the relevant field.

By initial recruitment.

21

40

Regular or Contract

University of
Layyah

155. Hostel
Warden (BS-
14)

Vice Chancellor

(i

s

(ii) (a)

(b)

Master's degree or BS
(four years) (second
division) in the relevant
field or equivalent
qualification from an
institute or university
recognized by Higher
Education Commission;
and

three years' experience
in the relevant field; or
Bachelor's degree
(second division) from
an institute or university
recognized by Higher
Education Commission;
and

five years' experience in
the relevant field.

By initial recruitment.

25

Regular or Contract

University of
Layyah

156. Proof Reader
(BS-14)

Vice Chancellor

by

BS (second division) in English or
equivalent qualification from an
institute or university recognized

Higher Education

Commission.

By initial recruitment.

21

30

Regular or Contract

University of
Layyah

57. Senior
Technician
(Dispensary)
(BS-14)

Vice Chancellor

By promotion on the basis
of — seniority-cum-fitness
from amongst
Technicians (Dispensary)
(BS-12) with five years'
service as such.

University of
Layyah

158. Senior
Telephone
Technician
(BS-14)

Vice Chancellor

By promotion on the basis
of — seniority-cum-fitness
from amongst Telephone
Technicians (BS-11) with
five years' service as
such.

University of
Layyah

159. Supervisor
(Construction/
Maintenance)

(BS-14)

Vice Chancellor

(i)

(iii)

Higher Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
Diploma of Associate
Engineering (three years)

(second division) in Civil or Architecture or equivalent qualification from a recognized institute; and

two years' experience in the relevant field.

By initial recruitment

18

30

Regular or Contract

University of Layyah

60. Draftsman
(BS-13)

Vice Chancellor

(i)

Diploma in Civil Draftsman (two years) after Secondary School Certificate with Science;

five years' experience in the relevant field with proficiency in AutoCAD.

By initial recruitment.

18

30

Regular or Contract.

University of Layyah

61. Instrument Repairer
(BS-13)

Vice Chancellor

Diploma of Associate Engineering in Electronics or Instrumentation or Electrical

or Mechanical from a recognized institute; and

three years' experience of installation and repair of instruments or equipment.

By initial recruitment.

18

30

Regular or Contract

University of Layyah

162. CNC Operator (BS-13)

Vice Chancellor

Diploma of Associate Engineering in Computer Numeric Control Machining from recognized institute; and three years' experience in the relevant field

By initial recruitment.

18

30

Regular or Contract

University of 163. Power Plant | Vice Chancellor (i) Diploma of Associate By initial recruitment. 18 30 Regular or Contract Layyah Supervisor Engineering in Electrical from (BS-13) a recognized Board; and (ii) five years' experience of operating Diesel Generating Systems.

University of 164. Laboratory Vice Chancellor |i) Diploma of Associate By initial recruitment. 18 30 Regular or Contract Layyah Supervisor Engineering in the relevant (BS- 13) field from a recognized Board; and (ii) five years' experience in the relevant field.

University of 165. Technician Vice Chancellor - By promotion on the basis - - - Layyah (Dispensary) of — seniority-cum-fitness (BS-12) from amongst Dispensers (BS-09) with five years' service as such.

University of 166. Imam Vice Chancellor | Sanad Daras-i-Nizami or Sanad By initial recruitment. 21 40 Regular or Contract Layyah (BS-12) Fazil-i-Arabi with proficiency in qirat.

University of 67. Lady Health | Vice Chancellor (i) Secondary School Certificate By initial recruitment. 21 30 Regular or Contract Layyah Visitor with Science from a (BS-09) recognized Board; (ii) Lady Health Visitor Certificate from a recognized institute; and (iii) five years' experience in the relevant field.

University of 68. Junior Vice Chancellor (i) (a) Higher Secondary li) 80% by initial 18 30 Regular or Contract Layyah Computer School Certificate recruitment; and Operator (second division) _ or li) 20% by promotion on (BS-12) equivalent qualification the basis of seniority-

from a recognized Board and computer training course or diploma (three months) in MS Office

from a recognized institute; or

ICS (second division) or equivalent qualification from a recognized

cum-fitness from amongst the Computer Technicians (BS-11) with three years' service.

If none is available for promotion then by initial recruitment.

(ii)

Board; and
speed of forty words per
minute of typing on computer
in English.

University of
Layyah

169.

Assistant
Surveyor
(BS-11)

Vice Chancellor

Higher Secondary School
Certificate (second division)
from a recognized Board;
Certificate in Draftsmanship
or Surveyor from a
recognized Board; and

three years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

170.

Electrician
(BS-11)

Vice Chancellor

(iii)

Higher Secondary School
Certificate (second division)
from a recognized Board;
Diploma of Associate
Engineering (three years)
(second division) in Electrical
or equivalent qualification

from a recognized institute;
and

two years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

171.

Machine Man
Rota (BS-11)

Vice Chancellor

Higher Secondary School
Certificate (second division)
from a recognized Board; and
three years' practical working
on 'L model' and box feeder
model Rota machine.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

172.

Head
Security
Guard
(BS-11)

Vice Chancellor

By promotion on the
basis of seniority-cum-
fitness from amongst the
Security Guards (BS-05)

or Security Guards
(Female) (BS-05) with
seven years' service as
such.

University of 73. Junior Clerk | Vice Chancellor (i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah (BS-11) Certificate (second division) or equivalent qualification from a recognized Board; (ii) speed of twenty five words per minute of typing on computer in English; and (iii) proficient in M.S. Office or any other compatible office application.

University of 174. Junior Vice Chancellor (i) I.Com or D.Com (second By initial recruitment. 18 30 Regular or Contract Layyah Auditor (BS- division) from a recognized 11) Board; and

(ii) good command in MS Office or relevant software.

University of 175. Store Keeper | Vice Chancellor (i) Higher Secondary School li) 50% by initial 18 30 Regular or Contract Layyah (BS-11) Certificate (second division) recruitment; and or equivalent qualification ii) 50% by promotion on from a recognized Board; and the basis of seniority-

(ii) speed of twenty five words cum-fitness from per minute of typing on amongst Junior Store computer in English. Keepers (BS-07) with three years' service as such.

If none is available for promotion then by initial recruitment.

University of 176. Computer Vice Chancellor (i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah Technician Certificate second division)

(BS-11) or equivalent qualification from a recognized Board; and

(ii) Diploma in relevant field from

a recognized institute.

University of 77. Lab Vice Chancellor (i) Higher Secondary School li) 50% by initial 18 30 Regular or Contract Layyah Technician Certificate (second division) recruitment; and

(BS-11) or equivalent qualification lii) 50% by promotion on

from a recognized Board; and Diploma in relevant field from a recognized institute.

the basis of seniority-

cum-fitness from amongst Laboratory Assistants (BS-07)

with five years' service as such.

If none is available for

promotion then by initial recruitment.

University of 178. Video Vice Chancellor |i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah Conference Certificate (second division)
Operator or equivalent qualification
(BS-11) from a recognized Board; and
(ii) Diploma in relevant field from a recognized institute.

University of 179. Network Vice Chancellor |i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah Support Certificate (second division)
Assistant or equivalent qualification
(BS-11) from a recognized Board; and
(ii) Diploma in relevant field from a recognized institute.

University of 180. Telephone Vice Chancellor - By promotion on the - - - Layyah Technician basis of seniority-cum-
(BS-11) fitness from amongst
Telephone Linemans
(BS-04) with five years' service as such.

University of 181. CCTV Vice Chancellor |i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah Technician Certificate (second division)
(BS-11) or equivalent qualification
from a recognized Board; and
(ii) Diploma in relevant field from a recognized institute.

University of 182. Senior Vice Chancellor - By promotion on the - - Regular or Contract Layyah Telephone basis of seniority-cum-
Operator fitness from amongst
(BS-11) Telephone Operators
(BS-07) with five years' service as such.

University of 183. Non Linear | Vice Chancellor (i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah

Layyah

Editor
(BS-11)

(ii)
Certificate (second division)
or equivalent qualification
from a recognized Board; and
three years' experience of
video editing in broadcast
media.

University of 184. Dental Vice Chancellor (i) Higher Secondary School - By initial recruitment. 18 30 Regular or Contract Layyah Technician Certificate (second division) (BS-11) with Science or equivalent qualification from a recognized Board;

(ii) Diploma in Dental Technician from a recognized Board; and
(iii) three years' experience in the relevant field.

University of 185. Camera Vice Chancellor (i) Higher Secondary School - By initial recruitment. 18 30 Regular or Contract Layyah Technician Certificate (second division) (BS-11) or equivalent qualification from a recognized Board; and
(ii) three years' experience in the relevant field.

University of 86. Library Clerk | Vice Chancellor (i) (a) Bachelor's degree |i) (a) Bachelor's li) 50% by initial 20 30 | Regular or Contract Layyah (BS-11) (second division) with degree (second recruitment; and Library Science or division) with |ii) 50% by promotion on equivalent qualification Library Science the basis of seniority- from an_ institute or or equivalent cum-fitness from university recognized by qualification from amongst Library the Higher Education an institute or Attendants (BS-05) Commission; or university with five years'

(b) Higher Secondary recognized _ by service. School Certificate the Higher | If none is available for (second division) or Education promotion then by initial equivalent qualification Commission; or recruitment.

from a recognized Board (b) Higher with three years' Secondary experience in the School relevant field; and Certificate

(ii) speed of thirty five words per (second division) minute of typing in English on from a computer. recognized Board; and;
(ii) speed thirty five words per minute of typing in English on computer.

University of 187. Cameraman Vice Chancellor |i) Secondary School Certificate - By initial recruitment. 18 30 Regular or Contract Layyah

Layyah

(BS-09)

(second division) or equivalent qualification from a recognized Board; and

five years' experience of photography and video recording in broadcast media.

University of
Layyah

188.

Qaria
(Female)
(BS-09)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board;
Hifz-e-Quran with Tajveed
from a recognized Madrasah;
and

proficient in Qirat.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

189.

Wire Man
(BS-09)

Vice Chancellor

(iii)

Secondary School Certificate
(second division) from a
recognized Board;

Diploma or Certificate (six
months) in electrical work;
and

five years' experience in the
relevant field.

By initial recruitment.

18

Regular or Contract

University of
Layyah

190.

AC/
Refrigerator
Mechanic
(BS-09)

Vice Chancellor

(ii)

(iii)

Secondary School Certificate
(second division) from a
recognized Board;

Diploma or Certificate (six
months) in electrical work;
and

five years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

191.

Dispenser
(BS-09)

Vice Chancellor

Higher Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board; and
Diploma in relevant field from

a recognized institute.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

192.

Dresser (BS-
09)

Vice Chancellor

Higher Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
nursing course certificate from
a recognized institute; and
three years' experience in
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

193.

Helper Rota
(BS-07)

Vice Chancellor

Secondary School Certificate
(second division) from a
recognized Board; and

three years' experience of
working on particular printing
machine.

By initial recruitment.

18

30

Regular or Contract

University of 194. Lightman (BS- | Vice Chancellor |i) Secondary School Certificate By initial recruitment. 18 30 Regular or Contract Layyah 07) (second division) from a recognized Board; and
(ii) three years' experience in the field of broadcast media.

University of 195. Junior Store | Vice Chancellor |i) Secondary School Certificate By initial recruitment. 18 30 Regular or Contract Layyah Keeper (BS- (second division) or 07) equivalent qualification from a recognized Board; and
(ii) speed of twenty five words per minute of typing on computer.

University of 196. Telephone Vice Chancellor |i) Higher Secondary School By initial recruitment. 18 30 Regular or Contract Layyah Operator (BS- Certificate (second division) 07) or equivalent qualification from a recognized Board; and
(ii) three years' experience in the relevant field.

University of 197. Laboratory Vice Chancellor - By promotion on the - - - Layyah Assistant (BS- basis of seniority-cum- 07) fitness from amongst Senior Lab Attendants (BS-05) with five years' service as such.

University of 1198. Senior Cook | Vice Chancellor - By promotion on the - - Regular or Contract Layyah (BS-07) basis of seniority-cum- fitness from amongst Cooks (BS-05) with three years' service as such.

University of 199. Senior Book | Vice Chancellor |i) Secondary School Certificate By promotion on the 18 30 Regular or Contract Layyah Binder (second division) from a basis of seniority-cum- (BS-07) recognized Board; and fitness from amongst the (ii) eight years' experience in the Book Binders (BS-05). relevant field. If none is available for promotion then by initial recruitment.

University of 200. Welder Vice Chancellor |(i) Literate; and By initial recruitment. 18 30 Regular or Contract Layyah (BS-07) (ii) five years' experience in the relevant field.

University of
Layyah

201.

Library
Attendant (BS-
05)

Vice Chancellor

(i) Secondary School Certificate
(second division) from a
recognized Board; and

(ii) certificate in Library Science.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

202.

Photo Copier
Operator (BS-
05)

Vice Chancellor

(i) Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

(ii) five years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

203.

Radio
Operator (BS-
05)

Vice Chancellor

(0) Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

(ii) | three years' experience in
radio operations.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

204.

Senior Lab
Attendant (BS-
05)

Vice Chancellor

By promotion on the
basis of seniority-cum-
fitness from amongst
Computer Lab
Attendants (BS-01) or
Junior Lab Attendants
(BS-01) or Museum Lab
Attendants (BS-01) or
Herbarium Lab
Attendants (BS-01) or
Lab Attendants Plant
Experiment Station (BS-
01) or Animal House Lab
Attendants (BS-01) with
three years' service as
such.

University of

Layyah

205.

Coach
(BS-05)

Vice Chancellor

(i

Secondary School
Certificate (second
division) or equivalent
qualification from a
recognized Board; and

\(ii) five years' coaching
experience at Board level.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

206.

Mason
(BS-05)

Vice Chancellor

Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

207.

Junior
Machine Man
(BS-05)

Vice Chancellor

Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

208.

Calligrapher
(BS-05)

Vice Chancellor

Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

two years' experience in the
relevant field.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

209.

Auto
Electrician
(BS-05)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from
a recognized Board; and
Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

210.

Auto
Mechanic
(BS-05)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from
a recognized Board; and
Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

211.

Painter (BS-
05)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from
a recognized Board; and
Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

212.

Lineman (BS-

05)

Vice Chancellor

(i)

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board; and

two years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

213.

Tube Well
Operator (BS-
05)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board; and

two years' experience in the
relevant field.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

214.

Generator
Operator (BS-
05)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board; and
two years' experience in the
relevant field.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

215.

Paper Feeder
(BS-05)

Vice Chancellor

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board; and

three years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

216.

Machine
Operator (BS-
05)

Vice Chancellor

(i)

Higher Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board; and
two years' experience of
operating and trouble-
shooting of photostat machine
or turbines or sewage pumps
or any other _ technical
expertise.

By initial recruitment.

18

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Regular or Contract

University of
Layyah

217.

Security
Guard
(BS-05)

Vice Chancellor

(i

Ex-service man:

(a) not below the rank of
Lance Naik or equivalent
rank from forces;

(b) not retired on medical or
disciplinary grounds;

(c) experience in security
matters; and

(d) two years are not
passed after retirement;
or

Higher Secondary School

Certificate (second division)

or equivalent qualification

from a recognized Board; and

height = 5' 6".

By initial recruitment.

Regular or Contract

University of
Layyah

218.

Security
Guard
(Female)
(BS-05)

Vice Chancellor

Secondary School Certificate
second division) or equivalent
qualification from a
recognized Board;

By initial recruitment.

18

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Regular or Contract

O)
\\iii)

height = 5' 2"; and
possess good physical health
and physique.

University of
Layyah

219.

Cook
(BS-05)

Vice Chancellor

(iii)

Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

two years' experience the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

(BS-05)

220. Book Binder

Vice Chancellor

(vi)

Secondary School
Certificate (second division)
or equivalent qualification
from a recognized Board;
and

three years' experience the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

p21.

Midwife/
(BS-05)

Maid

Vice Chancellor

Secondary School Certificate
(second division) or equivalent
qualification from a recognized
Board.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

222.

Carpenter

(BS-04)

Vice Chancellor

(i)

(ii)

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board; and
Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

223.

Plumber
04)

(BS-

Vice Chancellor

(i)

(i)

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board; and
Diploma in the relevant field
from a recognized institute.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

224.

Bus
(BS-04)

Driver

Vice Chancellor

(ii)

(iii)

Secondary School Certificate
(second division) or
equivalent qualification from
a recognized Board;

valid Heavy Transport Vehicle
driving license and Public
Service _ Vehicle driving
license; and

five years' experience in the
relevant field; and

By initial recruitment.

30

45

Regular or Contract

University of
Layyah

225.

Tractor Driver
(BS-04)

Vice Chancellor

)

(ii)
(iii)

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board;

valid Commercial Tractor
Trolley driving license; and
five years' experience in the
relevant field

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

226.

Driver
(LTV)
(BS-04)

Vice Chancellor

(i

(ii)

(iii)

Secondary School Certificate
(second division) or
equivalent qualification from a
recognized Board;

valid Light Transport Vehicle
driving license and Public
Service Vehicle driving
License; and

five years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

227.

Telephone
Lineman (BS-
04)

Vice Chancellor

(i

(i)

Secondary School Certificate
(second division) or
equivalent qualification from
a recognized Board; and
three years' experience in the
relevant field.

By initial recruitment.

18

30

Regular or Contract

University of
Layyah

228.

Daftri
(BS-04)

Vice Chancellor

By promotion on the basis of seniority-cum-fitness from amongst the Naib Qasids (BS-01) with five years' service as such.

University of Layyah

229.

Dispatch Rider
(BS-04)

Vice Chancellor

(i

(ii)

Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and

valid motorcycle — driving license.

By initial recruitment.

18

30

Regular or Contract

University of Layyah

230.

Head Sanitary Worker (BS-02)

Vice Chancellor

By promotion on the basis of seniority-cum-fitness from amongst the Sanitary Workers (BS-01) with fifteen years' experience as such.

University of 231. Ground man Vice Chancellor | (i) Secondary School Certificate | Secondary School | (ii) 50% by initial 18 30 Regular or Contract Layyah (BS-02) (second division) or | Certificate (second recruitment; and equivalent qualification from a | division) from a | (iii) 50% by promotion on recognized Board; and recognized Board. the basis of seniority-

(ii) five years' experience in the cum-fitness from relevant field. amongst the Malis

(BS-01) or Beldars

(BS-01) with five years' service.

If none is available for promotion then by initial recruitment.

University of 232. Head Mali | Vice Chancellor | (i) Secondary School - (ii) 50% by promotion on 18 30 Regular or Contract Layyah (BS-02) Certificate (second division) the basis of seniority- or equivalent qualification cum-fitness from from a recognized Board; amongst Malis (BS- and 01) with five years'

(ii) three years' experience in service as such; and the relevant field. (iii) 50% by promotion on

the basis of seniority-

cum-fitness from

amongst Beldars (BS-

01) having five years' service as such.

If none is available for promotion then by initial recruitment.

University of 233. Sanitary Vice Chancellor | Literate. - By initial recruitment. 18 25 Regular or Contract Layyah Worker

(BS-01)

University of 234. Beldar Vice Chancellor | Literate. - By initial recruitment. 18 25 Regular or Contract Layyah (BS-01)

University of 235. Mali Vice Chancellor | Literate. - By initial recruitment. 18 25 Regular or Contract Layyah (BS-01)

University of 236. Chowkidar Vice Chancellor (i) Literate; By initial recruitment. 18 25 Regular or Contract Layyah (BS-01) (ii) height of 5' 6"; and
(iii) Chest of 32'-34'

University of 237. Bus Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah Conductor

(BS-01)

University of 238. Bus Cleaner | Vice Chancellor Literate. By initial recruitment. 18 25 Regular or Contract Layyah (BS-01)

University of 239. Computer Lab | Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah Attendant (second division) with Computer

(BS-01) Science from a_ recognized

Board.

University of 240. Junior Lab | Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah Attendant (second division) with Science

(BS-01) from a recognized Board.

University of 241. Museum Lab | Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah Attendant (second division) with Science

(BS-01) from a recognized Board.

University of 242. Herbarium Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah Lab Attendant (second division) with Science

(BS-01) from a recognized Board.

University of 243. Lab Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah Attendant (second division) with Science

Plant from a recognized Board.

Experiment

Station (BS-

01)

University of 244. Animal Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah House Lab (second division) with Science

Attendant from a recognized Board.

(BS-01)

University of 245. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Carpenter)

(BS-01)

University of 246. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Mason) (BS-

01)

University of 247. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Plumber)

(BS-01)

University of 248. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Electrician)

(BS-01)

University of 249. Helper (Auto | Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah Electrician)

(BS-01)

University of 250. Helper (Auto | Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract

Layyah

Mechanic)

(BS-01)

University of 251. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Painter) (BS-01)

University of 252. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Lineman) (BS-01)

University of 253. Helper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (Cook) (BS-01)

University of 254. Child Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah Attendant (BS-01) (Female)

University of 255. Naib Qasid | Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah (BS-01) (second division) or equivalent qualification from a recognized Board.

University of 256. Orderly (BS- | Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract Layyah 01) (second division) or equivalent qualification from a recognized Board.

University of 257. Sweeper Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (BS-01)

University of 258. Sewerman Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract Layyah (BS-01)

University of 259. Khadim Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract

Layyah Masjid

(BS-01)

University of 260. Paperman Vice Chancellor |(i) Literate; and By initial recruitment. 18 25 Regular or Contract

Layyah (BS-01) (ii) one year's experience in the

relevant field.

University of 261. Ink man (BS- | Vice Chancellor |i) Literate; and By initial recruitment. 18 25 Regular or Contract

Layyah 01) (ii) one year's experience in the

relevant field.

University of 262. Plate maker | Vice Chancellor |i) Secondary School Certificate By initial recruitment. 18 25 Regular or Contract

Layyah (BS-01) (second division) or

equivalent qualification from a

recognized Board; and

(ii) two years' experience of plate

making both deep and

surface.

University of 263. Mess Helper | Vice Chancellor | Literate. By initial recruitment. 18 25 Regular or Contract

Layyah (BS-01)

University of 264. Guest House | Vice Chancellor | Secondary School Certificate By initial recruitment. 18 25 Regular or Contract

Layyah

Attendant

(BS-01)

(second division) or equivalent

qualification from a recognized

Board.

SCHEDULE-II

RECRUITMENT POLICY 2022

SECTION-1: GENERAL GUIDELINES FOR RECRUITMENT

1.1

under:

1.

General guidelines for recruitments in the University of Layyah, are given as

The Registrar shall periodically update the detail of available vacancies and ensure that recruitment is made against clear-cut vacancies which have been approved under the statutes by competent forum, after accounting for vacancies occurring due to leave, deputation etc. and he will also ensure that there is no bar imposed on recruitment in autonomous bodies by the Government.

As per availability of the posts in the budget, the Registrar Office would consult the Treasure Office and advertise the vacant positions, after having approval of the Competent Authority. A post required to be filled should not left vacant without cogent reason. Vice-Chancellor shall keep syndicate informed about filled and vacant positions.

Posts shall be advertised as per criteria laid down in Service Statutes, in the National Press (at least Two National Dailies) and on University's website indicating prescribed qualification, experience etc.

At least 15 days will be given for receipt of applications from the date of publication of advertisement.

The applications will be received and entered manually and electronically. Record of all the applications will be made available online.

The Job Application and Bio-data Forms of the all the candidates, along with data entry sheets and other documents, attached by the candidates, will be sent to the Scrutiny Committee, constituted by the Competent Authority, for ascertaining the relevant experience and determining the basic eligibility of the candidates, as per criteria prescribed in the Service Statutes.

If the Scrutiny Committee declares a candidate eligible with certain observations, his / her candidatures would be placed before the Selection Board or Selection Committee etc., as the case may be, along with the observations as a part of relevant agenda item.

In the light of Scrutiny Committee's recommendations, the list of eligible candidates will be finalized as initial merit list on the basis of academic and professional credentials of the applicants.

In consultation with its Members and after having approval of the Chairman, Selection Board/Committee, date of Selection Board/ Selection Committee, as the case may be, shall be finalized. All the members of Selection Board/ Selection Committee shall be invited well in time in writing clearly mentioning the date, time and venue of interview.

Call Letters will be issued to the eligible candidates for their information

about the date, time, and venue of the interview. The Registrar Office may also intimate the candidates through telephone calls, if required. Call letters will be issued at least 07 days prior to date of interview.

On interview date, the attendance of the candidates will be recorded by getting their signatures on Attendance Sheet for the Candidates and original documents of the candidates will also be checked, if required, by the concerned official(s) of Registrar Office. On the request of the candidate on hardship basis, Selection Board/Search/Selection Committee, if deems appropriate, may allow and conduct video-interview of the candidate on-line.

The relevant Selection Committee or Selection Board, as given in the Ordinance for different categories of posts, shall conduct interview and

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recommend suitable candidates for appointment, strictly on the basis of merit/selection criteria, to the appointing authority.

Interview Marks will be equally distributed among members of Selection Board/Committees and Interview marks will be calculated averaging the marks awarded by all members.

With the Approval of the Vice Chancellor, evaluation proforma will be prepared and placed before the Selection Board along with Job Application and Bio-data Forms and other relevant documents of candidates for assessing the performance and awarding of the marks for the interview. It will be responsibility of Registrar to correctly reflect academic, professional etc. marks.

Immediately after the completion of interview in every category, the result of the assessments/marks, awarded to the candidates, will be compiled/ collated in the interview room, on the basis of marks awarded by the Members/ Experts of the Selection Board/ Selection Committee.

After the completion of whole process of interviews, the minutes of the meeting of the Selection Board/Selection Committee will be finalized, in accordance with the recommendations of the Selection Board/ Selection Committee and will be placed for the approval of the Vice Chancellor/ Chairperson, Selection Board/ Selection Committee as the case may be. Thereafter, the said minutes of the Selection Board/Selection Committee/Search Committee, as the case may be will be placed before the Syndicate/ VC/ Governor, being the Appointing Authority, for approval as the case may be.

The offer of appointments, shall be issued with the approval of appointing Authority, to the selected candidates clearly indicating the terms, and conditions of such appointment in accordance with service statutes.

The terms and conditions of contract/ regular/ TTS appointment, as the case may be, will be prepared and approved as per provisions of respective Service Statutes. Appointment orders shall be issued with the approval of competent authority after the acceptance of offer and after ensuring that all the legal formalities have been fulfilled.

It is mandatory upon the Registrar Office to get verified the medical fitness, academic and professional credentials of the selected candidate(s), through the Degree Verification Cell, and securing clearance through the Police Department at the earliest and report to the Vice Chancellor, in case any anomaly emerges during the verification process. Appointment letters will be issued after the verification of aforementioned documents.

Age relaxation will be dealt with in accordance with provisions of the Ordinance and Service Statutes.

Requirement of Domicile shall be governed according to the Ordinance/ Service Statutes of the University.

Recruitment on contract, regular or TTS, as the case may be, shall be governed by Ordinance/ Service Statutes of the University, criteria set by Higher Education Commission, where required.

Subject to the provisions of the Ordinance and Service Statutes, University, in case of bulk of applications for a post, may undertake in prescribed manner screening Test. Screening test, where so required, shall be conducted of eligible candidates only.

25. Treasurer Office shall prepare the TA/ DA/ honorarium bills and will make payment to Members of the Selection Board/ Selection Committee and Subject Experts as per approved criteria. Moreover, indigenous/ foreign experts will also be paid remuneration, through Bank, as per approved rates, after the receipt of requisite reports.

26. After one month of the meeting of the Syndicate, the non-recommended candidates can get their dossiers back by submitting a formal application in the Recruitment Cell of the Registrar Office. After 12 months of the meeting of the Syndicate, no applicant shall have the right to challenge the decision of the University, in any court of law or any legal forum, whatsoever the case may be, and the University will dispose of the dossiers of the non-recommended applicants.

27. The Syndicate may recommend modification in the policy and procedure of Recruitment Process, as it may deem fit, in accordance with the provisions of Ordinance and Service Statutes of the University.

1.2 Procedure for verification of dossiers of candidates for Teaching positions:

1. In case of Professor and Associate Professor:

i. Dossiers (Application and Bio-data Forms) shall be sent to the Scrutiny Committee which shall be constituted under the relevant law by the competent authority and duly represented by relevant and experienced minds and heads of QEC and ORIC. Scrutiny Committee shall ascertain the validity and legality of the publications of the applicants, in line with the HEC's criteria and guidelines. Aforementioned Committee shall also ascertain the relevant experience, verify documents, and determine the basic

eligibility of the candidates, as per Prescribed Criteria.

ii. After initial verification of Scrutiny Committee, dossiers, submitted by the candidates (for the positions of Professor and Associate Professor) shall be sent to the Experts for evaluation, via email / earth mail, in light of assessment of the basic eligibility of the

candidates, as per below:

e For TTS positions, the dossiers shall be sent to the Technical Review Panel (TRP), in line with the provisions of HEC's Tenure Track Statutes.

e For BPS positions

a. Professor (BPS-21): The dossiers of the applicants shall be sent to at least two foreign experts and at least one indigenous expert, as approved by the Vice Chancellor.

b. Associate Professor (BPS-20): The dossiers of the applicants shall be sent to at least two foreign experts and at least one indigenous expert, as approved by the Vice Chancellor.

Explanation: The Expert must not be below the rank of full Professor in the relevant subject / field.

Reports of experts shall be placed before the Selection Board for consideration.
However, the Selection Board will be the final authority to recommend any candidate

or otherwise, whatsoever the case may be. Selection Board shall record the reason for non-recommending a candidature of a candidate.

1.3.

1.

iii. For TTS positions, appointments shall be made in accordance with approved service statutes of the university or with the approval of competent authority as the case may be.

The names of subject, indigenous or foreign Experts (where required) shall be recommended by chairperson/ in-charge of relevant department and approved by the Vice Chancellor/ Authority. Provided, if in-charge etc., is himself/ herself is candidate, Registrar shall recommend names of experts to Vice Chancellor/ Authority for approval.

Test for Short listing/ Qualification:

In case 10 or more applications are received against an advertised post or where required by the Service Statutes, a Test (written/ typing/ screening tests) may be conducted of all the eligible candidates, as per procedure approved by the Authority.

The said test will only be held to shortlist the candidates, in terms of either Pass (50% or above as mentioned in Service Statutes) or Fail (less than 50% as mentioned in Service Statutes). Test marks will not be included in the initial or final merit list.

In case screening test is held for a post, it will be mandatory for all eligible candidates to appear, whether applying on merit or against any of the quotas. Non-Appearance in the screening test will automatically render a candidate ineligible/ disqualified for a post.

SECTION-2: QUANTIFICATION/SELECTION CRITERIA FOR MINISTERIAL AND ADMINISTRATIVE POSTS (OTHER THAN STATUTORY POSTS)

A:

i).

a.

CRITERIA FOR POSTS IN BS-1 TO 4

Total Marks 100

Educational Qualification:

Maximum Marks 65

Where prescribed minimum qualification is literate.

Literate 45

Primary 50

Middle 60

Matric 65

Where prescribed minimum qualification is Primary.

Primary 50

Middle 60

Matric 65

Where prescribed minimum qualification is Middle.

Middle 50

Matric 60

Intermediate 65

Where the prescribed minimum qualification is Matric.

Matric 50

Intermediate 60

ii).

| Bachelor

65

Experience in relevant Field:

Maximum 10 Marks

(Over and above the experience prescribed in respective Service Statutes)

a Two Year 05

b Four Year 07

c Six Years 10

To calculate the period of Experience:

- i. More than 20 months will be counted as 2 years;
- ii. More than 20 days will be counted as 1 month.

iii) EX-SERVICEMAN/HAFIZ-E-QURAN:

iv) INTERVIEW: Maximum Marks 20

B: CRITERIA FOR POSTS FROM BS 5 TO 10

Total Marks 100

i). Educational Qualification: Maximum Marks 65

a. Where minimum prescribed qualification is Matric/ equivalent

At A B Cc D E

Grade Grade Grade Grade Grade Grade

1_| Matric 65 58.5 52 45.5 39 32.5

b. Where minimum prescribed qualification is Intermediate/ equivalent

At A B Cc D E

Grade Grade | Grade | Grade | Grade | Grade

1_| Matric (33%) 21.45 19.30 17.16 15 12.87 | 10.73

Intermediate 43.55 39.20 | 34.84 | 30.48 | 26.13 | 21.77

(67%)

c. Where minimum prescribed qualification is Bachelor Degree/ equivalent

15t Division 2"4 Division 3 Division

Matric (17%) 11.05 9.95 6.66

Intermediate (33%) 21.45 19.30 12.93

Bachelor (50%) 32.50 29.25 19.60

ii).

iii)

Marks 05

Higher Qualification in Relevant Field

Maximum Marks 05

Next above the qualification prescribed under the Service Statutes

1 One stage higher 02

2 Two stages higher 03

3 Three stages higher 05

Experience in relevant Field

Maximum Marks 05

Over and above the experience required in service statutes)

1 One year

1 Mark

2 Two years

2 Marks

Three years 3Marks

3

4 Four years 4 Marks

5 Five years or above 5 Marks

iv) EX-SERVICEMAWN/ HAFIZ-E-QURAN

Marks 05

v) INTERVIEW Maximum Marks 20

Cc. CRITERIA FOR BS-11 AND ABOVE (NON-TEACHING AND NON-

STATUTORY POSTS)

Total Marks 100

i). Educational Qualification Maximum Marks 60

a. Where minimum prescribed qualification is matric or equivalent

At A Grade |B Grade |C Grade |D Grade |E Grade

Grade

Matric 60 55 50 40 35 30

b. Where minimum prescribed qualification is Intermediate or equivalent

At A Grade |B Grade |C Grade ;|D Grade |E Grade

Grade

Matric 20 18 17 13 12 10

(33%)

Intermediate 40 37 33 27 23 20

(67%)

c. Where minimum prescribed qualification is Bachelor Degree or equivalent

15 Division 2°4 Division 3° Division

Matric (17%) 10 09 07

Intermediate (33%) 20 18 13

Bachelor (50%) 30 28 20

d. Where minimum prescribed qualification is Master Degree or equivalent

15 Division 2"4 Division 3 Division

Matric (8%) 05 04 03

Intermediate (17%) 10 09 07

Bachelor (25%) 15 14 10

Masters (50%) 30 28 20

e. Where minimum prescribed qualification is M.Phil. Degree or equivalent

15 Division 2"4 Division 3 Division

Matric (5%) 03 02 01

Intermediate (10%) 06 05 04

Bachelor (20%) 12 11 09

Masters (30%) 18 16 12

M.Phil. (35%) 21 19 14

f. Where minimum prescribed qualification is Ph.D. Degree or equivalent

15t Division 2" d Division 3" Division

Matric (5%) 03 02 01

Intermediate (10%) 06 05 04

Bachelor (15%) 09 08 05

Masters (20%) 12 11 07

M.Phil. (25%) 15 14 08

Ph.D. (25%) 15

ii). Higher Qualification in Relevant Field

Maximum Marks 5

1 One stage higher 2

2 Two stages higher 3

3 Three stages higher 5

(Where minimum prescribed qualification is Masters, Higher Qualification will be graded at two stages and with the marks 3 and 5 respectively. Where minimum prescribed qualification is M.Phil., Higher Qualification (Ph.D.) will be graded at one stage with 2 marks. In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2" and 3% Division will be calculated @ 93% and 67% respectively of marks of 1% Division)

iii) Experience in relevant Field;

Maximum Marks 5

(Over and above the experience required in service statutes)

1 One year 1 Mark

2 Two years 2 Marks

3 Three years 3Marks

4 Four years 4 Marks

5 Five years or above 5 Marks

IV). Interview Maximum

Marks 30

Dz. CRITERIA FOR STATUTORY POSTS (CONTROLLER OF EXAMINATION,
TREASURE AND REGISTRAR) OF UNIVERSITIES

Total Marks 100

i). Education Qualification: Maximum Marks 60

a. Where minimum prescribed qualification is Master Degree or equivalent

15 Division 2°4 Division 3° Division

Matric (8%) 05 04 03

Intermediate (17%) 10 09 07

Bachelor (25%) 15 14 10

Masters (50%) 30 28 20

(In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2nd4 and 3rd Division will be calculated @ 93% and 67% respectively of marks of 1% Division)

b. Where minimum prescribed qualification is M. Phil or equivalent

15t Division 2nd Division 3rd Division

Matric (5%) 03 02 01

Intermediate (10%) 06 05 04

Bachelor (20%) 12 11 09

Masters (30%) 18 16 12

M.Phil. (35%) 21 19 14

(In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2nd4 and 3rd Division will be calculated @ 93% and 67% respectively of marks of 1st Division)

Cc. Where minimum prescribed qualification is Ph.D. or equivalent

15 Division 2nd4 Division 3 Division

Matric (5%) 03 02 01

Intermediate (10%) 06 05 04

Bachelor (15%) 09 08 05

Masters (20%) 12 11 07

M.Phil. (25%) 15 14 08

Ph.D. (25%) 15

(In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2nd4 and 3rd Division will be calculated @ 93% and 67% respectively of marks of 1st Division)

Higher Qualification in Relevant Field Maximum Marks 5

1 One stage higher 3

2 Two stages higher 5

(Where minimum prescribed qualification is Masters, Higher Qualification will be graded at two stages and with the marks 3 and 5 respectively. Where minimum prescribed qualification is M.Phil., Higher Qualification will be graded at one stage with 2 marks.)

Note: Quantification of marks will be started on the basis of highest degree presented and, for the purpose, lower degree only will be considered when required experience does not qualify for highest degree.

ii). Experience in relevant Field:

Maximum Marks 5

(Over and above the experience required in service statutes)

1 One year 1 Mark

2 Two years 2 Marks

3 Three years 3 Marks

4 Four years 4 Marks

5 Five years or above 5 Marks

iii). Position/Medal in the Board/University in prescribed qualification

Maximum Marks 5

1 1st Position 5

2 2nd Position 3

3 3rd position 2

iii). Interview Maximum Marks 25

E. CRITERIA FOR TEACHING POSTS (LECTURER, ASSISTANT

PROFESSOR, ASSOCIATE PROFESSOR AND PROFESSOR) OF UNIVERSITIES

Total Marks 100

i). Education Qualification:

(a). For Lecturer: Maximum Marks 70

a Where minimum prescribed qualification is M.Phil. or equivalent

15 Division 2"4 Division 3 Division

Matric (5%) 03 2 1

Intermediate (10%) 07 06 4

Bachelor (20%) 14 13 9

Masters (30%) 21 19 14

M. Phil (35%) 25 23 17

ii). Higher Qualification in Relevant Field

Maximum Marks 5

(Next above the qualification prescribed in service statutes)

1 One stage higher 5

iii). Position/Medal in the Board/University in prescribed qualification

Maximum Marks 5

1 1st Position 5

2 2^o Position 3

3 3^o position 2

iv). Interview Maximum Marks 20

(b). For Assistant Professors: Total Marks 100

i). Educational qualification Maximum Marks 70

b. Where minimum prescribed qualification is Ph.D. or equivalent

1st Division 2^o4 Division 3^o Division

Matric (5%) 3 2 1

Intermediate (10%) 7 6 4

Bachelor (20%) 14 13 9

Masters (30%) 21 19 14

M. Phil/MS/MSc 25 23 17

(Hons.)(35%)

Ph.D. No Marks. However, quality of research and ranking of

degree awarding University will be weighted in interview.

(In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2"4

and 3" Division will be calculated @ 93% and 67% respectively of marks of 1%

Division)

Proviso: In case of candidate having MS/M.Phil. leading to Ph.D. degree, where no

separate degree of MS/M.Phil. is awarded, the marks for MS/M.Phil. shall be

calculated on the basis of transcript of Ph.D. if is awarded, and where transcript is

not awarded, 25 marks for Ph.D. shall be awarded.

iii). Position/Medal in the Board/University in prescribed qualification:

Maximum Marks 5

15 Position

1 5

2 2"d Position 3

3 3" position 2

iv). | Research Publications: Maximum Marks 5

(Over and above the publications (during the last 5 years) given in Statutes published in HEC recognized journals)

1 5 2

2 10 3

3 15 or more 5

v). Interview Maximum Marks 20

(c). For Associate Professor: Total Marks 100

i). Educational qualification Maximum Marks 65

Cc. Where minimum prescribed qualification is Ph.D. or equivalent

1st Division 2"4 Division 3 Division

Matric (5%) 3 2 1

Intermediate (10%) 6.5 5 4

Bachelor (20%) 13 12 9

Masters (30%) 19.5 18 12

M.Phil./MS/MSc 23 21 15

(Hons.)(35%)

Ph.D. No Marks. However, quality of research and ranking of degree awarding University will be weighted in interview.

(In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2"¢

and 3" Division will be calculated @ 93% and 67% respectively of marks of 1%

Division)

Proviso: In case of candidate having MS/M.Phil. leading to Ph.D. degree, where no

separate degree of MS/M.Phil. is awarded, the marks for MS/M.Phil. shall be

calculated on the basis of transcript of Ph.D. if is awarded, and where transcript is

not awarded, 23 marks for Ph.D. shall be awarded.

ii). Position/Medal in the Board/ University in prescribed qualification:

Maximum Marks 5

15 Position

1 5

2 2"4 Position 3

3 3" position 2

iii). | Experience in relevant Field: Maximum Marks 5

(Over and above the experience given in Statutes)

1 3 years 2

2 5 years 3

3 7 years or more 5

iv). | Research Publications: Maximum Marks 5

(Over and above the publications (during the last 5 years) given in Statutes published in HEC recognized journals)

1 5 2

2 10 3

3 15 or more 5

v). Interview Maximum Marks 20

(d). For Professor: Total Marks 100

i). Educational qualification Maximum Marks 65

d. Where minimum prescribed qualification is Ph.D. or equivalent

18t Division 2"4 Division 3" Division

Matric (5%) 3 2 1

Intermediate (10%) 6.5 5 4

Bachelor (20%) 13 12 9

Masters (30%) 19.5 18 12

M. Phil/MS/MSc 23 21 15

(Hons.)(35%)

Ph.D.

No Marks. However, quality of research and ranking of degree awarding University will be weighted in interview.

(In case of BS, Percentage of Bachelor and Masters will be combined. Marks for 2"¢ and 3" Division will be calculated @ 93% and 67% respectively of marks of 1%

Division)

Proviso: In case of candidate having MS/M.Phil. leading to Ph.D. degree, where no separate degree of MS/M.Phil. is awarded, the marks for MS/M.Phil. shall be calculated on the basis of transcript of Ph.D. if is awarded, and where transcript is not awarded, 23 marks for Ph.D. shall be awarded.

ii). Position/ Medal in the Board/ University in prescribed qualification:

Maximum Marks 5

1 1st Position 5

2 2° Position 3

3 3" position 2

iii). | Experience in relevant Field: Maximum Marks 5

(Over and above the experience given in Statutes)

1 3 years 2

2 5 years 3

3 7 years or more 5

iv). |Research Publications: Maximum Marks 5

(Over and above the publications (during the last 5 years) given in Statutes published in HEC recognized journals)

1 5 2

2 10 3

3 15 or more 5

v). Interview: Maximum Marks 20

SECTION-3: INTERVIEW MARKS

3.1. General Guidelines:

1. Marks for interview, to be given by the Members (statutory and if any co-

opted) of the Selection Board/ Appointment Committee, as the case may be, shall be calculated by averaging the marks awarded by the all members.

2. Moreover, the Selection Board/ Selection Committee shall recommend candidate or candidates in order of merit.
3. Candidates scoring less than 40 % marks in interview will not be recommended for appointment. Selection Board/ Selection Committee shall record in writing the reasons for awarding the marks less than 40%.
4. For the posts of BPS-17 and above, the top on-merit at least five candidates against one post will be called for interview after short listing and if more

than one candidates fall on the same merit on the fifth position, all such candidates will be called for interview. Incase number of candidates against each post is less than five then all available candidates will be called for interview.

5. For the posts of BPS 1-16, the top on-merit at least five candidates against one post will be called for interview after short listing and if more than one candidates fall on the same merit on the fifth position, all such candidates will be called for interview. Incase number of candidates against each post is less than five then all available candidates will be called for interview.

6. However, less than 5 candidates may be called in such posts (like Principal Officer, Professor, Associate Professor, Assistant Professor etc.) where it is expected that enough candidates wouldn't be able to qualify on merit.

7. Selection Committee and Selection Board, as the case may be, shall develop parameters for interview for every category of post and shall award marks accordingly.

3.2. Collation of Marks:

a. For all posts:

All the members shall carry equal marks. Total marks shall be calculated averaging the marks awarded by each member individually.

Marks Obtained= Marks awarded by each member/Total Members

SECTION-4. EQUIVALANCE OF DEGREES / CERTIFICATES

The demarcation of marks has been made on the basis of conventional certificates / degrees awarded under Pakistani Education System i.e. Matriculation, Intermediate, Bachelors, Masters, BS (4-years), MS/MPhil, and Ph.D.. However, if a candidate possesses a degree/ certificate other the afore-listed ones, the same would be considered equivalent, as mentioned below, only and only for the purpose of award of marks and subject to the determination of eligibility of the candidate by the Scrutiny Committee on the basis of the relevance of said degree/ certificate:

Conversion/
Equivalence with
Sr.#. | Degree / Certificate held by the Candidate | Conventional Degree,
for the Purpose of

Marks.

1. |e O-Level, Matriculation
e Or any other certificate recognized by the
IBCC as equivalent to the Matriculation
2. |e DAE (3 years) Intermediate

e A-Level

3. |e A degree awarded after matriculation and | Sum of marks of
recognized by the HEC as equivalent to | Intermediate and
the Bachelor degree Bachelors

4. | Awarded after Bachelor Degree(14 year) Masters
e LLB (3 years)

MBA (2 years),

ACCMA / ACCA (2 years)

CA

Or any other Degree obtained after
Bachelor degree and recognized by the

HEC as equivalent to Master degree.

5. | A degree obtained after Intermediate and Sum of marks of recognized by the HEC as equivalent to Bachelors and Masters Master degree, such as:

e LLB (5 years) awarded after intermediate

e BS / BBA/ BFA (4 years) awarded after intermediate

e MBBS/Farm-D/BS Engineering

6 | Awarded after Masters / equivalent M.Phil.

e LLM

e MS

e MSBA

« MBA (1.5 years)

e Or any other degree, recognized by the HEC as equivalent to M.phil.

7 | Award after Bachelor Degree (14 year) M.Phil.

MBA (3.5 years)

Note:

e In addition to the above, if HEC or any other authorized Government / Regulatory Body recognize a local or foreign certificate or degree equivalent to the above-mentioned conventional degree, the candidate holding the said certificate/ degree will be awarded marks according to the corresponding conventional degree/ certificate, subject to the recommendations of the Scrutiny Committee.

e In case of any ambiguity, the degree in question (held by candidate) shall be considered equivalent to the 'conventional degree', prescribed in the advertisement, subject to its ascertainment of relevant by the concerned Scrutiny Committee. Therefore, the Scrutiny Committee will determine the equivalence of a degree/ certificate, where ambiguity arises, in light of rules and policies of HEC or other relevant Government/ Regulatory Bodies.

e The above equivalence chart is only for the purpose of "Award of Marks" and will not render a candidate eligible, unless declared by the Scrutiny Committee.

SECTION-5: CONVERSION OF GPA INTO DIVISION

Since, the demarcation of marks is based on "Division" system, therefore, if "Division" is not available on any degree / transcript of a candidate, the same would be calculated / converted into Division, as under:

5.1.

5.2.

instead of CGPA, on the DMC)

Under Semester System (where CGPA is mentioned on the DMC)

Sr# CGPA CGPA Division

(Out of 4.00) (Out of 5.00)

1. 3.00 or above 4.00 or above 1% Division

2. 2.50 to 2.99 3.25 to 3.99 2nd4 Division

3. 2.49 or below 3.24 or below 3rd Division

Under Semester System (Where only Marks / Percentage is mentioned,

Sr. #.

Percentage of Marks | Division

1. 70% or above 15 Division
2. 60% to 69.99% 2"4 Division
3. 59.99% or below 3" Division

5.3. Under Annual System (if Division / Grade is not mentioned on DMC / Certificate)

Sr. #. Percentage of Marks Division

1. 60% or above 15 Division
2. 45% to 59.99% 2" Division
3. 44.99% or below 3" Division

5.4. If, in any case, no information regarding Division, Grades, CGPA, or Percentage can be fetched from a local or foreign degree, such degree holder candidates will be awarded marks equivalent to 1S Division.

SECTION-6: QUOTAS IN RECRUITMENT

The following quotas shall also be included, while advertising vacant positions, as issued or amended by the Government / statutory bodies, from time to time:

- i. 3% Quota for the persons with disabilities,
- ii. 15% Quota for women, Or as per Government notification from time to time.
- iii. 20% Quota of posts in BS-01 to 05 for the children of serving / retired University employees in BS-01 to 05,

iv. 5% Quota for the persons, belonging to minority communities,

Note:

1. The posts reserved for quotas mentioned above are to be filled only at the time of making general recruitment through advertisement, under the Recruitment Policy,
2. The above referred quotas will be governed and revised as per instructions of Government of the Punjab, currently enforced and as issued from time to time, after having approval from the Syndicate.
3. If a person intends to apply in a specific quota(s), he / she must apply separately for the said quota, in addition to the application if submitted on open merit.

SECTION-7: RECRUITMENT COMPLAINTS REDRESSAL CELL

1. All the Universities shall constitute Recruitment Complaints Redressal Cells headed by an officer not below the rank of the Associate Professor/ Registrar/ Additional Registrar. All complaints regarding violation of any provision f the Recruit Policy shall be dealt with by these cells.
2. This Complaint Redressal Cell will also address the complaints against initially rejected applications, if any, well in time before next step of recruitment.
3. On receipt of complaints, the In-charge of the Cell shall immediately inform the Vice-Chancellor concerned who shall decide as to whether the complaint is genuine and merits probe.

. If the complaint is considered frivolous, the same may be filed. If it is found genuine, an inquiry may be ordered to ascertain as to whether or not the recruitment was made in a transparent manner on merit in accordance with the provisions of the Recruitment Policy. On receipt of the inquiry report, if no irregularity is found, the recruitment may be allowed to stand.

. Where serious irregularities and violation of merit is found to have been committed, the Vice-Chancellor may scrap the recruitment process, after the approval of the Competent Authority, in case he/she is not competent authority, provided that appointment orders have not been issued.

. Where appointment orders on regular or contract basis have already been issued and later it is determined that such appointments were made in violation of merit/selection criteria, etc, further action may be taken in accordance with law and terms and conditions of contract/service.

. Universities shall take disciplinary action against the persons responsible for committing irregularities in recruitment process.