

EXTRAORDINARY

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BALOCHISTAN PROVINCIAL ASSEMBLY SECRETARIAT.

NOTIFICATION.

Dated Quetta, the 8th June, 2009.

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No. Admn:I(16)/73. In exercise of the powers conferred by clause (3) of Article 87 of the Constitution of the Islamic Republic of Pakistan, 1973, read with Article 127, the Speaker with the approval of the Governor of Balochistan, is pleased to make the following rules regulating the recruitment of persons to the Secretariat of the Provincial Assembly of Balochistan, namely:-

PART-I PRELIMINARY.

1. Short title and commencement.

(1) These rules may be called the Balochistan Provincial Assembly Secretariat (Recruitment) Rules, 2009.

(2) They shall come into force at once.

2. Definitions.

(1) In these rules, unless there is anything repugnant in the subject or context –

- (a) **“Appointing Authority”** means the authority competent to make an appointment under rules 10;
- (b) **“Provincial Assembly”** means Provincial Assembly of Balochistan;
- (c) **“Constitution”** means the Constitution of Islamic Republic of Pakistan, 1973;
- (d) **“Employee”** means a person appointed to a post;
- (e) **“Government”** means the Government of Balochistan;
- (f) **“Finance Committee”** means the Finance committee of the Assembly constituted under Article 88 of the Constitution read with Article 127 thereof;
- (g) **“Post”** means a post in the Secretariat;
- (h) **“Provincial Secretariat”** means the departments of the Provincial Government when referred to collectively;
- (i) **“Schedules”** means schedules “A”, “B” and “C” annexed to these rules;
- (j) **“Secretariat”** means the Balochistan Provincial Assembly Secretariat;
- (k) **“Secretary”** means the Secretary of the Assembly, and includes any person for the time being performing the duties of the Secretary;
- (l) **“Speaker”** means the Speaker of the Assembly;
- (m) **“Recognized Institute/University”** means any Institute/University recognized by the Government; *and*
- (n) **“Service”** means the Balochistan Provincial Assembly Secretariat Service.

(2) All words and expressions used but not defined in these rules, shall unless the context otherwise requires have the meanings assigned to them in the Constitution.

PART – II THE SECRETARIAT.

3. Secretariat.

There shall be a Secretariat headed by the Secretary.

4. Eligibility & Composition of Service.

(1) No person who is married to a foreign national shall be eligible for appointment to the Service.

(2) The restriction imposed by sub-rule (1) above may be relaxed by the Speaker in special circumstances as per policy of the Government.

(3) No person shall be eligible to the Service until he possesses a local/domicile certificate of Balochistan Province.

(4) Age- No person who is less than eighteen years of more than thirty years of age shall be appointed to the Service by initial recruitment, provided that –

(a) In case of a person whose service under the Government have been terminated for want of a vacancy, the period of service already rendered by him, shall for the purpose of upper age limit under this rule be excluded from his age; *and*

(b) The Speaker may relax upper age limit upto ten years.

PART-III RECRUITMENT.

5. Methods of recruitment.

(1) Recruitment to a post or class of posts may be made by one or more of the following methods, namely:-

(a) by promotion;

(b) by transfer; *and*

(c) by initial recruitment.

- (2) Notwithstanding anything contained in these rules –
- (a) short term vacancies reserved for initial recruitment may be filled by promotion or transfer; *and*
 - (b) if no suitable person is available for promotion or transfer, the vacancy may be filled by initial recruitment.

6. By promotion.

- (a) Promotion to a post may be made –
 - (i) In the case of a selection post, on the basis of selection on merit; *and*
 - (ii) In the case of a non-selection post, on the basis of seniority-cum-fitness.
- (b) Promotion of a person from one to another post shall be made on the recommendation of a Promotion Committee consisting of not less than three members to be constituted –
 - (i) in the case of posts in B-16 and above, by the Speaker; *and*
 - (ii) in the case of all other posts, by the Secretary.
- (c) ¹[An employee who remained without promotion in the same pay scale, whether holding promotion or non-promotion post, may be granted maximum two (2) steps time scale promotions on the recommendations of relevant Promotion Committee on completion of each eight (8) years' satisfactory service as such:

Provided that no arrears shall be admissible for the period prior to the date of enforcement of this amendment, in any case where it might have retrospective effect:

Provided further that for the serving employee, time period with regard to previous grant of higher pay scale shall be deemed protected under this clause and where in certain

¹Sub-rule (c) of Rule-6 added vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

case it be inconsistent with formula under new arrangement or it be against the interest of an employee, such time period shall, on written request, be re-adjusted symbolically to cover merely the previous gap in length of service, if any:

Provided also that such grant of higher pay scale shall not be awarded beyond BPS-19 and the employee getting time scale promotion shall neither claim nor be entitled to up-gradation or seniority over those who are already working on permanent posts.]

7. By transfer.

Appointment by transfer shall be made with the concurrence of Government.

8. By initial recruitment.

(a) Appointment by initial recruitment to posts in B-16 and above shall be made on the ¹[recommendation of Balochistan Public Service Commission.]

(b) Appointment by initial recruitment to posts other than those referred to in sub-rule (a) shall be made on the recommendations of a Selection Committee consisting of not less than three members, to be constituted by the Secretary.

9. Qualification for appointment.

The qualification, experience and age for appointment to the various categories of posts by promotion or otherwise shall be the same as mentioned in the relevant schedule against such posts.

10. Appointing Authority.

Appointment to all posts in B-16 and above shall be made by the Speaker and appointment to all other posts shall be made by the Secretary on the recommendations of the respective Committee.

¹ Sub-rule (a) of Rule 8 partially amended vide Notification No. Admn: I(16) /73/7966 dated 06th February, 2017.

11. Probation.

(1) A person appointed to the service against a substantive post by initial recruitment or by transfer shall remain on probation for a period of one year.

(2) If the work or conduct of holder of the post during the period of probation has, in the opinion of the appointing authority, not been satisfactory, the appointing authority may, notwithstanding that the period of probation has not expired dispense with his services if he has been appointed by initial recruitment and if he has been appointed by transfer revert him to his former post/department.

(3) On the satisfactory completion of the period of probation, the appointment authority may confirm a probationer in his appointment provided a clear vacancy exists.

12. Seniority. The inter se seniority of the service in various posts shall be determined in following manners:-

Seniority on initial appointment.

(1) Persons appointed by initial recruitment on the recommendations of the Selection Committee through an earlier open advertisement shall rank senior to those appointed through a subsequent open advertisement.

(2) If two or more persons are recommended in open advertisement by the Selection Committee their inter-se seniority shall be determined in order of merit assigned by the Selection Committee.

(3) If only one candidate is recommended in open advertisement by the Selection Committee, his seniority shall be counted from –

(a) The date of recommendation by the Selection Committee, if he was already holding the same post on temporary basis: *and*

(b) The date of his joining the post after being recommended by the Selection Committee if he was not already holding the same post.

Seniority on promotion.

Seniority in a service, cadre or post to which an employee is promoted shall take effect from the date of regular promotion to that service, cadre or post provided that –

(1) Employees selected for promotion to higher posts on an earlier date shall be senior to those selected for such promotion a later date.

(2) Employees selected for promotion to higher posts in one batch, shall on their promotion to the higher posts, retain their inter-se seniority as in the lower posts; *and*

(3) Employees eligible for promotion who could not be considered for promotion in the original reference in circumstances beyond their control or inadvertently omitted from consideration in the original reference when they are subsequently considered and approved for promotion or whose cases were deferred while their juniors were promoted to the higher posts, shall on promotion, without supersession take their seniority with the original batch.

Seniority on appointment by transfer.

Seniority in a service, cadre or post to which an employee is appointed by transfer shall take effect from the date of regular appointment to the service, cadre or post:

Provided that –

(1) Persons belonging to the same service, cadre or post selected for appointment by transfer to a service, cadre or post in one batch shall, on their appointment, take inter-se seniority in the order of their date of regular appointment in their previous service, cadre or post; *and*

(2) Persons belonging to different services, cadres or posts selected for appointment by transfer in one batch shall take their inter-se seniority in the order or the date of their regular appointment to the posts which they were holding before such appointment and, where such date is the same the person older in age shall rank senior.

PART-IV RE-EMPLOYMENT.

13. (a) A retired employee shall not be re-employed in the Secretariat; provided that the Speaker in the interest of public may make such re-employment for six months on such terms and conditions as prescribed by him, it may continue with approval of Finance Committee.
- (b) No other person shall be appointed in the Secretariat on contract basis without prior approval of Finance Committee.

PART-V MISCELLANEOUS.**14. Pay, Allowances and Pensions etc.**

A person appointed to a post shall be entitled to the pay, allowances and pension etc. as sanctioned by the Government from time to time.

15. General Rules.

In all matters not expressly provided in these rules the employees shall be governed by such rules as have been or may thereafter be prescribed by the Provincial Government.

16. Repeal.

The Balochistan Provincial Assembly Secretariat (Officers) Service Rules, 2004 and the Balochistan Provincial Assembly Secretariat (Employees) Service Rules, 2004 are hereby repealed.

SCHEDULE "A"
(SEE RULEs 5,6,7,8 & 9)

S. No	Nomenclature & Basic Pay Scale of the Post.	Minimum qualification prescribed for initial recruitment.	METHOD OF RECRUITMENT.
1.	Secretary (BPS-20).	---	¹ [By promotion from amongst Special Secretaries (BPS-20) on seniority-cum-fitness basis possessing seventeen (17) years' service in BPS-17 and above and who have successfully completed regular course at NIM and if no suitable person is available then the post shall be filled by transfer on deputation from officers (BPS-20) with twelve (12) years' experience of Parliamentary work.]
² [1-A	Special Secretary (BPS-20).	---	By Promotion from amongst the Additional Secretaries (BPS-19) having fifteen (15) years' service in BPS-17 and above including three (3) years' service as Additional Secretary in BPS-19 on seniority- cum-fitness basis.]
2.	Additional Secretary (BPS-19).	---	By promotion on merit from amongst the holder of the post of Deputy Secretaries (B-18) on seniority-cum-fitness basis having twelve (12) years' service in B-17 and above.
3.	Deputy Secretary, (BPS-18).	---	³ [By promotion from amongst Under Secretaries (BPS-18) having at least five (5) years' service in BPS-17 and above on seniority-cum-fitness basis.]
⁴ [3-A	Under Secretary (BPS-18).	---	By promotion on seniority- cum-fitness basis from amongst the incumbents of posts of the Assistant Secretaries (BPS-17) with five (5) years' service in BPS-17 and above.]
4.	Assistant Secretary (BPS-17).	---	a. 70% vacancies shall be filled by Promotion from amongst the Superintendents (B-16) on seniority-cum-fitness basis having five (5) years' service as such; b. 30% vacancies shall be filled by Promotion from amongst the Private Secretaries (B-16) on seniority-cum-fitness basis having five (5) years' service as such.

¹ Column No. 4 of Serial No.1 amended vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

² Serial No. 1-A Inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

³ Column No.4 of Serial No. 3 amended vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁴ Serial No. 3-A inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

5.	¹ [Superintendent (BPS-17).	---	By promotion from amongst the members of the Service holding the posts of Assistants (BPS-16) having at least three (3) years' service as such, on seniority-cum-fitness basis.]
6.	² [Private Secretary (BPS-17).	---	By promotion from amongst the members of service holding the post of Assistant Private Secretary (BPS-16) having at least three (3) years' service as such, on seniority-cum-fitness basis.]
7.	³ [Assistant Private Secretary (BPS-16).	---	By promotion from amongst the members of the service holding the post of Stenographer (BPS-14) having at least three (3) years' service as such, on seniority cum fitness basis.]
8.	⁴ [Assistant (BPS-16).	<p>a) Bachelor's Degree from a recognized University; <i>and</i></p> <p>b) Having at least three months Office Automation Certificate in computer operations from a recognized Institute.</p>	<p>a) 75% by promotion from amongst the members of the service holding the post of Senior Clerk (BPS-14) having at least three (3) years' service as such, on seniority cum fitness basis; <i>and</i></p> <p>b) 25% by initial recruitment.]</p>

¹ Serial No. 5 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

² Serial No. 6 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

³ Serial No. 7 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

⁴ Serial No. 8 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

9.	¹ [Stenographer (BPS-14).	<ul style="list-style-type: none"> a) Bachelor's Degree from a recognized University; b) typing skill in English and Urdu with a speed of at least 35 words per minute; c) Short hand skill With a speed of at least 80 words per minute; <i>and</i> d) Having at least three months Office Automation Certificate in computer operations from a recognized Institute. 	By initial recruitment.]
10.	² [Senior Clerk (BPS-14).	---	<p>By Promotion from amongst the members of the Service holding the post of Junior Clerk (BPS-11) having at least three (3) years' service as such, on seniority cum fitness basis; however, the members promoted as Junior Clerk from (BPS-1 to 5) having qualification of Higher Secondary Schools Certificate will be considered for promotion as Senior Clerk:</p> <p>Provided that the member unable to acquire Higher Secondary School Certificate shall not be eligible for promotion and if deferred twice for promotion by the competent forum will stand superseded.]</p>

¹ Serial No. 9 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

² Serial No. 10 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

11.	¹ [Junior Clerk (BPS-11)].	<p>a) Higher Secondary School Certificate from a recognized Board;</p> <p>b) Typing skill in English and Urdu with a speed of at least 30 words per minute; <i>and</i></p> <p>c) Preference will be accorded to those who have experience in Computer/ IT software applications English and Urdu Typing skill.</p>	<p>(a) ²[50%] by promotion from amongst the members of the Service holding the posts of (BPS-1 to BPS-5) having at least three (3) years' service as such, possessing the Secondary School Certificate with typing skill in English and Urdu with having a speed of at least thirty (30) words per minute.</p> <p>For the purpose of promotion a common seniority list of all employees (BPS-1 to BPS-5) with reference to their dates of acquiring Secondary School Certificate will be maintained:</p> <p>Provided that –</p> <p>(i) if two or more officials having acquired the Secondary School Certificate on the same date, the official having longer service shall be ranked senior to the other –</p> <p>(ii) if the date of continuous appointment in the case of two (2) or more members of the Service is the same, the older official, if not junior shall be ranked senior to the younger official;</p> <p>(iii) if an employee possesses the Secondary School Certificate prior to induction in Service shall be entitled for seniority from the date of appointment; <i>and</i></p> <p>(iv) ³[The officials who apply for the seniority list are required to submit the result of the Secondary Schools Certificate within a period of one (1) year from the date of passing their Matriculation in either case i.e. already in service or newly appointed. In case of failure their names will be inserted in the bottom of said list from the date of submission of their application.]</p> <p>(b) ⁴[50%] by initial recruitment.]</p>
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¹ Serial No. 11 substituted vide Notification No. Admn: I(16) /73/8188 dated 7th March, 2017.

² In Column No. 4 clause (a) of Serial No. 11 for the figure and sign 25% the figure and sign 50% is substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Column No. 4 clause (iv) added vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

⁴ In Column No. 4 clause (b) of Serial No. 11 for the figure and sign 75% the figure and sign 50% is substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

SCHEDULE "B"
(SEE RULES 5,6,7,8 & 9)

S. No.	Nomenclature & Basic Pay Scale of the Post.	Minimum qualification prescribed for initial recruitment.	METHOD OF RECRUITMENT.
1.	Secretary to Speaker (BPS-19).	M.Phil. in Public Relations/ International Relations from a recognized University with five (5) years of relevant experience and full knowledge of Computer.	By initial recruitment.
2.	Chief Reporter (BPS-19).	---	By Promotion from amongst Reporters B-18 on the basis of seniority-cum-fitness having twelve (12) years' service in B-17 and above.
3.	Staff Officer to Speaker (BPS-19).	M.Phil. in Public Relations / International Relations from a recognized University with five (5) years of relevant experience and command over English language and Computer Knowledge is compulsory.	By initial recruitment.
¹ [3-A.	Director Coordination (BPS-19).	(a) Master's Degree in public Administration from a recognized University; <i>and</i> (b) Having at least five (5) years' experience in the relevant field.	By initial recruitment.]
² [3-B.	Director Protocol (BPS-19).	---	By promotion from amongst the members of the Service holding the posts of Chief Protocol Officer (BPS-18) having at least five (5) years' service as such, on seniority cum-fitness basis.]

¹ Serial No. 3-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 3-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

4.	Public Relation Officer (BPS-18).	M.A in International Relations or Journalism in 2 nd Division from a recognized University with six (6) years of experience.	a. 50% by promotion from amongst the Public Relation Officer (B-17) with five (5) years' service as such on seniority- cum-fitness basis; <i>and</i> b. 50% by initial recruitment.
5.	Chief Protocol Officer (BPS-18).	M.A in Public Relations or Journalism from a Recognized University.	a. 50% by promotion from Protocol Officers B-17 ¹ [***/Liaison Officer B-17 on seniority-cum fitness-basis having five (5) years' service as such; <i>and</i> b. 50% by initial recruitment.
6.	Chief Accounts Officer (BPS-18).	(a) ² [Master's degree in Commerce/ Economics or Chartered Accountant from a recognized University; <i>and</i> (b) Having at least five (5) years' experience in the relevant field.]	a. 50% by promotion from amongst the Accounts Officer (B-17) with five (5) years' service as such on seniority- cum-fitness basis; <i>and</i> b. 50% by initial recruitment.
7.	Chief Editor of Debates (BPS-18).	---	By promotion from the Editor of Debates (B-17) having five (5) years' service as such on seniority-cum-fitness basis.
8.	Director Publication (BPS-18).	---	By Promotion from the Publication Officer (B-16) having twelve (12) years' service as such on seniority-cum-fitness basis.

¹ In Serial No. 5 Column No. 4 the words "Coordination Officer B-17" omitted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

² Column No.3 of Serial No.6 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

9.	Reporters (BPS-18).	---	By promotion from amongst Reporters B-17 having five (5) years' service as such on seniority-cum-fitness basis.
10.	Librarian (BPS-18).	---	By promotion from Assistant Librarian B-17 with five (5) years' service as such on seniority-cum-fitness basis.
11.	System Analyst (BPS-18).	---	By promotion from Computer Programmer B-17 with five (5) years' service as such on seniority-cum-fitness basis;
12.	Chief Comptroller (BPS-18).	---	By promotion from Comptroller, B-17 with five (5) years' service as such on seniority-cum-fitness basis.
¹ [12-A.	Law Officer (BPS-18).	(a) LLB Degree from a recognized University; <i>and</i> (b) Having at least five (5) years' experience in the relevant field.	By initial recruitment.]
13.	Computer Programmer (BPS-17).	Master degree in Computer Science from a recognized University.	a. ² [50% by promotion from amongst the Assistant Computer Programmers (BPS-16) on seniority-cum-fitness basis with minimum three (3) years' satisfactory service as such; <i>and</i> b. 50% by initial recruitment.]

¹ Serial No.12-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Column No.4 of the S.No.13 substituted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

14.	Assistant Librarian (BPS-17).	Masters in Library Science from a recognized University.	By initial recruitment.
¹ [15.	***	***	***]
16.	Research Officer (BPS-17).	Post-graduation from a recognized University.	By initial recruitment.
17.	Reporter (BPS-17).	Graduation, with a speed of 140/50 wpm in short hand /typewriting in URDU /ENGLISH. BALOCHI AND PUSHTO Languages knowledge is compulsory with 5 years' relevant experience.	By initial recruitment.
² [17-A	Media Reporter (BPS-17).	Master's Degree in Journalism from a recognized University having at least five (5) years' experience in the relevant field.	By initial recruitment.]
18.	Transport Officer (BPS-17).	Post-graduation from a recognized University with five years of relevant experience.	By initial recruitment.
19.	Estate Officer (BPS-17).	Post-graduation from a recognized University with five years of relevant experience.	By initial recruitment.
20.	Assistant Engineer (BPS-17).	M.E or B.E (Civil/ Electrical) from recognized University with five years of relevant experience.	By initial recruitment.
³ [20-A.	Electronic/IT Engineer (BPS-17).	(a) B.Sc. in Electronics Engineering from a recognized University; <i>and</i> (b) Having at least five (5) years' experience in the relevant field.	By initial recruitment.]

¹ Serial No. 15 omitted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

² Serial No. 17-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 20-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

21.	Security Officer (BPS-17).	---	By promotion from the Assistant Security Officer B-16 having five (5) years' service as such on seniority-cum-fitness basis.
22.	Plantation Officer (BPS-17).	Post-graduation (Horticulture) from a recognized University with five (5) years of relevant experience.	By initial recruitment.
23.	Comptroller (BPS-17).	---	By promotion from Assistant Comptroller (B-16) having five (5) years' service as such on seniority-cum-fitness Basis.
24.	Sergeant-at-Arms (BPS-17).	---	¹ [By transfer] from Balochistan Police.
25.	Private Secretary to Speaker / Deputy Speaker (BPS-17).	Graduation from a recognized University with a speed of 100/40 wpm in English shorthand/ typewriting and Computer knowledge is compulsory with five (5) years of relevant experience.	By initial recruitment.
² [25-A.	Personal Staff Officer (BPS-17).	Master's degree from a recognized University having at least five (5) years' experience in the relevant field.	³ [By promotion on seniority-cum-fitness basis from Personal Staff Officer (BPS-16) having three (3) years' satisfactory service as such.]]
⁴ [25-B.	Interpreter (BPS-17).	(a) Master's degree in English (at least 2 nd Division) from a recognized University; <i>and</i> (b) Having three (3) years' experience in the relevant field rendered in public/private sector.	By initial recruitment.]

¹ In S.No.24 Column No.4 for the words "on deputation" the words "by transfer" substituted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

² Serial No. 25-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Column 4 of S.No.25-A substituted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

⁴ Serial No. 25-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

¹ [25-C.	PRO to Speaker (BPS-17).	(a) M.A in International Relations or Journalism (at least 2 nd Division) from a recognized University; <i>and</i> (b) Having at least three (3) years' experience in the relevant field.	By initial recruitment.]
² [25-D.	Speech Writer (BPS-17).	a) Master's degree in any social science discipline (at least in second division) from a recognized University; b) Having at least with three (3) years post graduate work experience of conducting objective evidence based research and producing and delivering research briefings/reports on public policy in each of the areas for which applying for a position; <i>and</i> c) Experience in writing speeches in English/Urdu will be preferred.	By initial recruitment.]
26.	Liaison Officer (BPS-17).	---	By Promotion from Assistant Liaison Officer (B-16) with five (5) years' service as such.
27.	Protocol Officer (BPS-17).	---	By promotion from Assistant Protocol Officer B-16 with five (5) years' service as such.
28.	Accounts Officer (BPS-17).	(a) ³ [Master's degree in Commerce / Economics or Chartered Accountant from a recognized University; <i>and</i> (b) Having at least three (3) years' experience in the relevant field.]	By initial recruitment.

¹ Serial No. 25-C inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 25-D inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Column 3 of Serial No.28 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

29.	Head Translator (BPS-17).	Graduation from recognized University with experience of Translation from Urdu to English and English to Urdu and compulsory and knowledge of regional languages viz. Balochi & Pashto with three (3) years of experience.	a. By promotion from Translators (B-11) with ten (10) years' service as such; <i>and</i> b. By initial recruitment if no suitable person is available by promotion.
¹ [29-A.	Editor of Debates (BPS-17).	---	By promotion from amongst the members of the Service holding the post of Assistant Editor of Debates (BPS-16) having at least three (3) years' service as such, on seniority cum fitness basis.]
30.	Public Relation Officer to Chairman, Public Accounts Committee (BPS-17).	Master in Public Relations from a recognized University with three (3) years' experience of relevant job.	By initial recruitment.
31.	Assistant Liaison Officer (BPS-16).	Graduation from a recognized University with 2 nd Division.	By initial recruitment.
32.	Assistant Editor of Debates (BPS-16).	Graduation from a recognized University with 2 nd Division.	By initial recruitment.
33.	Assistant Security Officer (BPS-16).	Graduation from a recognized University with 2 nd Division.	By initial recruitment.
34.	Assistant Protocol Officer (BPS-16).	Graduation from a recognized University with 2 nd division.	By initial recruitment.
35.	Chief Photographer (BPS-16).	---	By promotion from photographer (B-13) with five (5) years' service as such.

¹ Serial No. 29-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

36.	Assistant Comptroller (BPS-16).	---	¹ [By promotion from amongst the members of the service holding the post of Assistant Cum-Caretaker (BPS-15) having at least three (3) years' service as such, on seniority cum-fitness basis.]
37.	Publication Officer (BPS-16).	Graduation from a recognized University with 2 nd Division.	By initial recruitment.
² 38.	Assistant Computer Programmer (BPS-16).	Bachelor's Degree in Computer Science from a recognized University.	a. ³ [50% by Promotion from amongst the Data Entry Operators (BPS-12) having at least three (3) years' service as such on seniority-cum-fitness basis; and b. 50% by initial recruitment.]]
⁴ 39.	Assistant Sergeant-at-Arms (BPS-16).	Bachelor's Degree from a recognized University.	⁵ [By transfer] from police department.]
⁶ 40.	Incharge Control Room (BPS-16).	a) Bachelor's degree from a recognized University; <i>and</i> b) Having at least three (3) years' experience in the relevant field.	By initial recruitment.]
⁷ 41.	Personal Staff Officer (BPS-16).	Bachelor's Degree from a recognized University.	By initial recruitment.]
⁸ 42.	Khateeb (BPS-16).	M.A/M.Sc. or Al-Shahdadat-Ul-Almiya from Wafaq-ul-Madaris / Tanzeem-Ul-Madaris.	By initial recruitment.]

¹ Column 4 of Serial No. 36 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 38 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Column 4 of Serial No. 38 substituted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

⁴ Serial No. 39 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁵ In Column 4 S. No. 39 for the words "on deputation" the words "by transfer" substituted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

⁶ Serial No. 40 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁷ Serial No. 41 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁸ Serial No. 42 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

¹ [² 43.	***	***	***]]
³ 44.	Coordination Assistant (BPS-16).	Bachelor's Degree from a recognized University.	By initial recruitment.]

¹ Serial No. 43 added vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 43 omitted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

³ Serial No. 44 added vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

SCHEDULE “C”
(SEE RULES 5,6,7,8 & 9)

S. No.	Nomenclature & Basic Pay Scale of the Post.	Minimum qualification prescribed for initial recruitment.	METHOD OF RECRUITMENT.
¹ [1.	***	***	***]
² [1-A.	Assistant Cum-Caretaker (BPS-15).	---	By promotion from amongst the members of the Service holding the posts of Receptionist (BPS-5) / Telephone Operator (BPS-14) having at least three (3) years' service as such, on seniority cum fitness basis.]
³ [1-B.	Photographer (BPS-15).	---	By promotion from amongst the members of the Service holding the posts of Photographer (BPS-13), having at least three (3) years' service as such, on seniority-cum-fitness.]
⁴ [1-C.	Telephone Operator (BPS-14).	a. Higher Secondary School certificate from the recognized Board; <i>and</i> b. Intermediate having at least two (2) years' experience in the relevant field.	By initial recruitment.]
2.	Photographer (BPS-13).	Intermediate with sufficient experience of photography.	By initial recruitment.

¹ Serial No. 1 omitted vide Notification No. Admn: I(16) /73 dated 19th October, 2020.

² Serial No. 1-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 1-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁴ Serial No. 1-C inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

¹ [3.	Data Entry Operator (BPS-12).	(a) Higher Secondary School Certificate (at least in second division) from a recognized Board; (b) Knowledge and skill of word processing using latest version of Microsoft word or Word perfect: preference will be given to those who also have the knowledge and skill of using Raakim (Urdu Software) or any other software packages; <i>and</i> (c) English typing with speed of 40 w.p.m.	By initial recruitment.]
4.	Translator (BPS-11).	Intermediate with five (5) years' experience of translation from Urdu to English and English to Urdu and compulsory Balochi & Pashto.	By initial recruitment.
² [³ 5.	Telephone Technician (BPS-11).	Higher Secondary School certificate and Diploma from any recognized Institute in the relevant field.	a. 50% by Promotion from amongst the members of the service holding the post of BPS-5 and Telephone Technician Helper BPS-5 having at least five (5) years' service as such on seniority-cum-fitness basis; <i>and</i> b. 50% by initial recruitment.]]
⁴ [5-A.	Kitchen Supervisor (BPS-11).	Matric having at least five (5) years' experience in the relevant field.	By initial recruitment.]
6.	Mouazan (BPS-11)	Sanad from Deni Madrasa.	By initial recruitment.

¹ Serial No. 3 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 5 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 5 substituted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

⁴ Serial No. 5-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

7.	Garage Superintendent (BPS-11).	---	By Promotion from Motor Mechanic (B-8) seniority cum fitness basis with ten (10) years' service as such.
¹ [7-A.	Driver Supervisor (BPS-11).	---	By promotion from amongst Drivers BPS-4 on seniority-cum-fitness basis having ten (10) years' service as such.]
² [7-B.	Garden Supervisor (BPS-11).	---	By promotion from Head Mali BPS-4 on seniority-cum-fitness basis having five (5) years' service as such; or ten (10) years' service as Mali.]
8.	Offset Machine Operator (BPS-10).	Intermediate with five (5) years' experience of Operating Offset Machine.	By initial recruitment.
³ [8-A.	Printing Foreman (BPS-10).	---	By promotion from amongst the members of the Service holding the posts of Supervisor Printing (BPS-6), having at least three (3) years' experience as such, on seniority-cum-fitness basis.]
⁴ [8-B.	Head Cook (BPS-10).	---	By promotion from amongst the members of the Service holding the posts of Cook (BPS-8), having at least three (3) years' service as such; on seniority cum fitness basis.]
⁵ [8-C.	Security Equipment Operator (BPS-10).	---	By promotion from amongst the Security Guards with sufficient experience in the relevant field.]

¹ Serial No. 7-A inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

² Serial No. 7-B inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

³ Serial No. 8-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁴ Serial No. 8-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁵ Serial No. 8-C inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

¹ [8-D.	CCTV Operator Control Room (BPS-10).	---	a. 50% by promotion from amongst the Security Guards having three (3) years' experience as CCTV Camera Operator plus CCTV certificate course successfully completed offered by the Assembly Secretariat through a third party duly qualified firm on seniority-cum-fitness basis; <i>and</i> b. 50% by initial recruitment, matriculation with diploma in IT.]
² [8-D-1.	Steward (BPS-10).	Matriculation having at least three (3) years' experience in the relevant field.	By initial Recruitment]
³ [8-E.	Service Supervisor (BPS-9).	---	By promotion from Head Bearers BPS-7 on seniority-cum-fitness basis having five (5) years' service as such; or ten (10) years' service as Bearer.]
⁴ [9.	Senior Proof Reader (BPS-8).	---	By promotion from amongst the members of the Service holding the posts of Proof Readers (BPS-7), having at least three (3) years' service as such, on seniority-cum-fitness basis.]
⁵ [9-A.	Sound Technician (BPS-8).	Secondary School certificate from a recognized Board, having at least three (3) years' experience in the relevant field.	By initial recruitment.]

¹ Serial No. 8-D inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

² Serial No. 8-D-1 inserted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

³ Serial No. 8-E inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁴ Serial No. 9 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁵ Serial No. 9-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

¹ [9-B.	Electrician (BPS-8).	Secondary School certificate from a recognized Board, having at least three (3) years' experience in the relevant field.	By initial recruitment.]
² [9-C.	Carpenter (BPS-8).	Secondary School certificate from a recognized Board, having at least three (3) years' experience in the relevant field.	By initial recruitment.]
10.	Motor Mechanic (BPS-8).	Matric with two (2) years' experience in field.	By initial recruitment.
11.	Cook (BPS-8).	Matric with five (5) years' experience in the relevant field.	By initial recruitment.
12.	Assistant Sound Operator (BPS-7).	Intermediate with sufficient experience of sound system.	By initial recruitment.
13.	Copy Paster (BPS-7).	Intermediate with two (2) years' experience in field.	By initial recruitment.
³ [14.	Proof Reader (BPS-7).	Higher Secondary School certificate from a recognized Board, having at least three (3) years' experience in the relevant field.	By initial recruitment.
⁴ [15.	Senior Security Supervisor (BPS-7).	---	By promotion from the members of the Service holding the posts of Security Supervisor (BPS-6), on seniority-cum-fitness basis.]
⁵ [15-A.	Head Bearer (BPS-7).	---	By promotion from amongst the members of Service holding the post of Bearer (BPS-5), having at least three (3) years' service as such, on seniority cum fitness basis.]

¹ Serial No. 9-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 9-C inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 14 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁴ Serial No. 15 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁵ Serial No. 15-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

¹ [15-B.	Store Keeper (BPS-7).	Higher Secondary School certificate; from a recognized Board with two (2) years' experience in the relevant field.	By Initial recruitment.]
² [16.	Supervisor (Printing) (BPS-6).	---	By promotion from amongst the members of the service holding the posts of Book Binder (BPS-2) and Offset Machine Helper (BPS-2), on seniority cum-fitness basis.]
³ [16-A.	Security Supervisor (BPS-6).	---	By promotion from amongst the members of the Service holding the post of Security Guard (BPS-5), having at least three (3) years' service as such, on seniority-cum-fitness basis.]
⁴ [16-B.	Farash Supervisor (BPS-6).	---	By promotion from Head Farash BPS-4 on seniority-cum-fitness basis having five (5) years' service as such; or ten (10) years' service as Farash.]
⁵ [16-C.	Head Masalchi (BPS-6).	---	By promotion from Masalchi BPS-5 on seniority-cum-fitness basis having five (5) years' service as such.]
⁶ [16-D.	Chowkidar Supervisor (BPS-6).	---	By promotion from amongst Head Chowkidar BPS-4 on seniority-cum-fitness basis having five (5) years' service as such; or ten (10) years' service as Chowkidar.]
17.	*****	*****	*****

¹ Serial No. 15-B inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 16 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 16-A inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁴ Serial No. 16-B inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁵ Serial No. 16-C inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁶ Serial No. 16-D inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

¹ [18.	Receptionist (BPS-5).	Intermediate with two (2) years' experience in the field.	a. 50% by promotion from amongst the Bearer (BPS-5) having Matriculate with three (3) years' service as such on seniority-cum-fitness basis; <i>and</i> b. 50% by initial recruitment.]
² [19.	Plumber (BPS-5).	Secondary School certificate from a recognized Board, having at least three (3) years' experience in the relevant field.	By initial recruitment.]
³ [20.	Bearer, (BPS-5).	Literate and having at least three (3) years' experience in the relevant field.	By initial recruitment.]
21.	Security Guard (BPS-5).	Matric or Ex-servicemen of Armed Forces.	By initial recruitment.
⁴ [22.	Telephone Technician Helper (BPS-5).	Matriculation having one (1) year experience in the relevant field.	By promotion from amongst the members of the service holding the post of BPS-1-5 having at least five (5) years' service as such on seniority-cum-fitness basis.]
⁵ [22-A.	Photostat Machine Operator (BPS-5).	---	By promotion from amongst Naib Qasids already operating Photostat Machines having three (3) years' experience as such.]
⁶ [22-B.	Sweeper Supervisor (BPS-5).	---	By promotion from amongst Sweepers BPS-1 on seniority-cum-fitness basis having five (5) years' service as such.]
⁷ [23.	Masalchi (BPS-5).	Literate.	By Initial Recruitment.]

¹ Serial No. 18 substituted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

² Serial No. 19 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 20 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

⁴ Serial No. 22 substituted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

⁵ Serial No. 22-A inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁶ Serial No. 22-B inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁷ Serial No. 23 inserted vide Notification No. Admn: I(16) /73/6032 dated 25th July, 2019.

¹ [24.	Head Mali (BPS-4).	---	By promotion from amongst the members of the Service holding the posts of Mali (BPS-1), having at least three (3) years' service as Mali, on seniority-cum-fitness basis.]
25.	Door Keeper (BPS-4).	Matric.	By initial recruitment.
26.	Driver (BPS-4).	Driving License with five (5) years' experience in the field.	By initial recruitment.
² [26-A.	Head Farash (BPS-4).	---	By promotion from amongst Farashes BPS-1 on seniority-cum-fitness basis having five (5) years' service as such.]
³ [26-B.	Head Chowkidar (BPS-4).	---	By promotion from amongst Chowkidars BPS-1 on seniority-cum-fitness basis having five (5) years' service as such.]
27.	⁴ [Khadim Masjid (BPS-4).]	Literate (Muslim).	By initial recruitment.
28.	Daftri (BPS-2).	Literate.	By Promotion from Naib Qasids.
29.	Book Binder (BPS-2).	Literate.	By Promotion from Naib Qasids.
30.	Offset Machine Helper (BPS-2).	Literate with two (2) years' experience in field.	By initial recruitment.
31.	Mali/ Farash/ Naib Qasid/ Chowkidar/ Helper/ Vehicle Cleaner/ Darban/ Washerman/ Sweeper (BPS-1).	Literate.	By initial recruitment.

¹ Serial No. 24 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 26-A inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

³ Serial No. 26-B inserted vide Notification No. Admn: I(16) /73 dated 2nd August, 2018.

⁴ Column No.2 of Serial No 27 substituted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

¹ [32.	Barber (BPS-1).	Literate and having at least five (5) years' experience in the relevant field.	By initial recruitment.]
² [33.	Dak Runner (BPS-1).	Literate.	By initial recruitment.]
³ [34.	Sweeper/ cleaning machine operator (BPS-1).	Literate and having at least three (3) years' experience in the relevant field.	By initial recruitment.]

**BY ORDER OF
GOVERNOR BALOCHISTAN.**

**SECRETARY,
BALOCHISTAN PROVINCIAL
ASSEMBLY.**

¹ Serial No. 32 inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

² Serial No. 33 inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.

³ Serial No. 34 inserted vide Notification No. Admn: I(16) /73-1/17 dated 14th December, 2017.