PART II

Statutory Notifications (S.R.O.)

GOVERNMENT OF PAKISTAN

INTERIOR DIVISION

NOTIFICATION

Islamabad, the 28th January, 2021

S. R. O. 108(I)/2021.—In exercise of the powers conferred by the second proviso to sub-section (3) of section 3 and section 44 of the National Database and Registration Authority Ordinance, 2000 (VIII of 2000) read with sections 3, 4, 5, 33 and 34 thereof, the Federal Government is pleased to make the following rules prescribing the mode of appointment and emoluments of the Chairman and members of the National Database and Registration Authority, namely:

1. Short title and commencement.—(1) These rules may be called as the National Database and Registration Authority (Appointment and Emoluments of Chairman and Members) Rules, 2020.

(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) “competence with substantial experience”, for the purpose of appointment as Chairman under sub-section (7) of section 3 of the Ordinance, means—

i. for the field of computer science, engineering, statistics, demography, business, management, finance, economics and accounting, a person with academic credentials equivalent to at least a master degree from a reputable institution abroad or a Higher Education Commission recognized university with fifteen years experience after acquiring the master’s degree;

ii. for the field of law, a person competent and eligible to be appointed as a Judge of the Supreme Court and having experience of not less than fifteen years of legal matters; and

iii. for the field of registration, military and civil administration, a retired officer having attained the rank of Lieutenant General or equivalent or a civil servant or other employee of the Federal or Provincial Government or the Authority serving or retired in BPS-21 and above or equivalent;

(b) “competence with sufficient experience”, for the purpose of appointment as a member under sub-section (8) of section 3 of the Ordinance, means—

i. for the field of computer science, engineering, statistics, demography, business, management, finance, economics and accounting, a person with academic credentials equivalent to at least a master degree from a reputable institution abroad or university recognized by Higher Education Commission with fifteen years post graduate experience;

ii. for the field of law, a person competent and eligible to be appointed as a Judge of the High Court and having experience of not less than ten years of legal matters; and

iii. for the field of registration, military and civil administration, a retired officer having attained the rank of Major General or equivalent or a civil servant or other employee of the Federal or Provincial Government or the Authority serving or retired in BPS-20 and above or equivalent;
(c) “eminent professional” means a person exhibiting eminence by standing out, or above others, in his respective field by readily notable or perceived professional achievements;

(d) “known integrity” includes, among other things, an unblemished professional record;

(e) “post” means the post of Chairman or, as the case may be, a member of the Authority;

(f) “Ordinance” means the National Database and Registration Authority Ordinance, 2000 (VIII of 2000);

(g) “Selection Committee” means the Selection Committee constituted under these rules to recommend the name of the persons to the Federal Government for the appointment as Chairman or members;

(2) The words and expressions used but not defined in these rules shall have the same meanings as are respectively assigned thereto in the Ordinance.

3. **Selection Committee.**—The following shall be Selection Committee to recommend to the Federal Government persons for appointment as Chairman and members, namely:—

<table>
<thead>
<tr>
<th>Selection</th>
<th>Composition</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Secretary  Interior Division</td>
<td>Chairperson</td>
</tr>
<tr>
<td>2.</td>
<td>Secretary Law and Justice Division or his nominee not below BPS-21 officer</td>
<td>Member</td>
</tr>
<tr>
<td>3.</td>
<td>Secretary Establishment Division or his nominee not below BPS-21 officer</td>
<td>Member</td>
</tr>
<tr>
<td>4.</td>
<td>Secretary Finance Division or his nominee not below BPS-21 officer</td>
<td>Member</td>
</tr>
<tr>
<td>5.</td>
<td>Additional Secretary Interior Division dealing with matters of NADRA</td>
<td>Member Cum Secretary</td>
</tr>
</tbody>
</table>

4. **Public advertisement.**—(1) Appointment of the Chairman and members shall be made through public advertisement in Urdu and English languages, published in reputable print media, website of the Division to which business of NADRA stands allocated and website of NADRA, providing necessary details to invite applications from all eligible aspiring candidates having competence with substantial experience or, as the case may be, competence with sufficient experience. The advertisement shall be issued with the content and format, as approved by the Selection Committee and shall indicate the broad evaluation parameters given in rule 6.
(2) The selection shall be based on the quality and relevance of education, experience and professional achievements.

5. **Qualification and experience.**—(1) Selection and appointment of Chairman and members shall be made from among the candidates who are eminent professional of known integrity having competence with substantial experience as specified in sub-section (7) of section 3 of the Ordinance in case of appointment of the Chairman; and from among the candidates who are persons of known integrity having competence with sufficient experience as specified in sub-section (8) of section 3 of the Ordinance in case of appointment of members.

(2) All candidates applying for the post of Chairman or a member shall at least hold a masters degree from a reputable institution abroad or a university recognized by the Higher Education Commission in the relevant field. A civil servant or other employee of the Federal or a Provincial Government or local authority or a person employed in the private or public sector, shall apply through proper channel and shall on selection not be appointed as member or Chairman unless he seeks retirement from his parent department or resign from his previous service and such request of retirement or resignation is accepted by the appropriate authority.

6. **Evaluation and Recommendations.**—(1) The Selection Committee shall devise an objective merit-based evaluation criteria and process including a scoring of each candidate based on a quantification of the attributes of applicable criteria. Each candidate shall be scored out of a total one hundred marks for the “quality” and “relevance” of his education, experience and professional achievements (cumulatively carrying seventy marks) and his performance in interview (carrying thirty marks). The quality scores for education shall be based on the standing of the educational institution from where the candidates obtained their degrees, and the quality score for experience shall be based on the positions held by the candidates. The scoring criteria is defined below:

<table>
<thead>
<tr>
<th>(1)</th>
<th>Description</th>
<th>Relevance Score</th>
<th>Quality Score</th>
<th>Total Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
</tr>
<tr>
<td>1</td>
<td>College Education</td>
<td>5</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>University Education</td>
<td>10</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>Experience</td>
<td>10</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>3</td>
<td>Personal Achievements</td>
<td>5</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td>4</td>
<td>Interview</td>
<td>-</td>
<td>-</td>
<td>30</td>
</tr>
<tr>
<td>5</td>
<td>Total</td>
<td></td>
<td></td>
<td>100</td>
</tr>
</tbody>
</table>
(2) Based on the evaluation criteria and process mentioned in sub-rule (1), the Selection Committee shall prepare recommendations for final selection and appointment of the Chairman or a Member, by the Federal Government.

(3) The Selection Committee shall place at least three names for appointment against a vacant post, sorted in order of merit, for final selection and appointment.

7. Appointment.—The Federal Government may appoint one of the suitable candidates on a post whose name or names has or have been received from the Selection Committee under rule 6.

8. Reappointment.—Re-appointment of an incumbent Chairman or member may be made by the Federal Government without public advertisement and without a fresh selection process in view of their eligibility for re-appointment declared in sub-section (5) of section 3 of the Ordinance.

9. Emoluments.—Emoluments of the Chairman and meeting attendance fee admissible to the Chairman and members shall be determined by the Authority and be paid from NADRA fund as defined in subsection (1) of section 24 of the Ordinance.

[10/2/2016-NADRA.]

KHURSHID AHMED,  
Deputy Secretary (Admn).