PART II

Statutory Notifications (S.R.O.)

NATIONAL ASSEMBLY SECRETARIAT

NOTIFICATION

Islamabad, the 22nd August, 2019

DIRECTIVE No. 4
[see section 28 of the National Assembly Secretariat Employees Act, 2018]

S.R.O. 950(I)/2019.—In exercise of the powers conferred by section 28 of the National Assembly Secretariat Employees Act, 2018, the Speaker, National Assembly of Pakistan is pleased to prescribe conditions for appointment as well as terms and conditions of service of Advisers (M-I) in the National Assembly Secretariat through this Directive:

(1765)

Price : Rs. 6.00

[1270(2019)/Ex.Gaz.]
## Part-I

### Conditions of Appointment

<table>
<thead>
<tr>
<th>S #</th>
<th>Name of the post &amp; Management Grade</th>
<th>Conditions for Appointment</th>
</tr>
</thead>
</table>
| 1   | Adviser on Legal & Constitutional matters (M-I) | (a) Second class LLB degree from a recognized university;  
(b) At least 25 years practice as Advocate Supreme Court; and  
(c) 10 years service as law officer (Additional Attorney General / Deputy Attorney General / Advocate General / Prosecutor).  
**Note:**  
(i) It will not be a full time service, however, the incumbent will perform his duties as and when needed; and  
(ii) He will be at liberty to continue as legal practitioner. |
| 2   | Adviser on Finance & Management (M-I) | (a) MBA / MPA / Masters from any recognized university;  
(b) At least 25 years experience in three or more multinational companies / Public Sector; and  
(c) 10 years experience of administrative and financial management in an organization of international repute.  
**Note:**  
(i) It will not be a full time service, however, the incumbent will perform his duties as and when needed; and  
(ii) He will be at liberty to render such services to another organization too. |
| 3   | Adviser on E-Parliament/ Special Initiatives (M-I) | (a) 25 years experience of software engineering/ web managing/ system analysis; or  
(b) 25 years public sector dealing with development projects.  
**Note:**  
(i) It will not be a full time service; however, the incumbent will perform his duties as and when needed; and  
(ii) He will be at liberty to render such services to another organization too. |
### Terms and Conditions of Service

<table>
<thead>
<tr>
<th>Period of contract</th>
<th>Initially appointment shall be made for a period of two years, extendable for further such period as the appointing authority may deem proper.</th>
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</thead>
<tbody>
<tr>
<td>Pay</td>
<td>As admissible to the holder of M-I in the Federal Secretariat.</td>
</tr>
<tr>
<td>TA/DA</td>
<td>As admissible to civil servants in BS-22.</td>
</tr>
<tr>
<td>Medical facilities</td>
<td>Reimbursement of medical and hospitalization charges for self, spouse, and children for treatment received at Government hospitals in Pakistan.</td>
</tr>
<tr>
<td>Leave</td>
<td>The incumbent shall earn leave on full pay @ 3 days per month for the period of duty. The leave shall be availed during the currency of contract period. Title to leave shall expire on expiry of contract. If given a fresh contract, the period of earned leave available in respect of the previous contract shall not be carried forward.</td>
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<tr>
<td>Gratuity</td>
<td>One month’s basic pay for each completed year of service.</td>
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<tr>
<td>Termination of contract</td>
<td>On one month’s notice on either side or payment of one month’s basic pay in lieu thereof.</td>
</tr>
</tbody>
</table>

[No. 10(1)/2018-L.C.]

TAHIR HUSSAIN,  
Secretary.