PART II

Statutory Notifications (S. R. O.)

GOVERNMENT OF PAKISTAN

MINISTRY OF ENERGY

(Petroleum Division)

NOTIFICATION

Islamabad, the 6th April, 2021

S. R. O. 472(I)/2021.—In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualification and other conditions are laid down for appointment to the posts in Department of Explosives, under the Petroleum Division:-

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation of the post</th>
<th>BS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Data Entry Operator</td>
<td>14</td>
</tr>
<tr>
<td>2</td>
<td>Clerk Incharge</td>
<td>09</td>
</tr>
<tr>
<td>3</td>
<td>Technical Assistant</td>
<td>08</td>
</tr>
<tr>
<td>4</td>
<td>Lab Attendant</td>
<td>03</td>
</tr>
</tbody>
</table>

(759)

Price: Rs. 6.00

[511(2021)/Ex. Gaz.]
METHOD OF APPOINTMENT

2. The method of appointment to the posts shall be as under:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation and BPS of the Post</th>
<th>Method of Appointment</th>
<th>By promotion %</th>
<th>By initial appointment %</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Data Entry Operator (BS-14)</td>
<td></td>
<td>-</td>
<td>100%</td>
</tr>
<tr>
<td>2.</td>
<td>Clerk Incharge (BS-09)</td>
<td></td>
<td>-</td>
<td>100%</td>
</tr>
<tr>
<td>3.</td>
<td>Technical Assistant (BS-08)</td>
<td></td>
<td>-</td>
<td>100%</td>
</tr>
<tr>
<td>4.</td>
<td>Lab Attendant (BS-03)</td>
<td></td>
<td>50%</td>
<td>50%</td>
</tr>
</tbody>
</table>

Provided that if no suitable person is available for promotion, the post or posts reserved for promotion shall be filled by initial appointment and failing that by transfer:

Provided further that if no suitable person is available for promotion to a post, it may be filled, in the public interest, by temporary transfer/posting of a civil servant, or by deputation of an employee of a public sector corporation, in consultation with his appointing authority.

CONDITION FOR PROMOTION

3. Promotion to the posts in column (2) below shall be made by selection from amongst the persons who hold the posts specified in column 3 on a regular basis and fulfill the qualifications and experience prescribed in column 4:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Designation and BPS of the Post</th>
<th>Persons Eligible</th>
<th>Conditions of eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td></td>
<td>(2)</td>
<td>(3)</td>
</tr>
<tr>
<td>1.</td>
<td>Lab Attendant (BS-03)</td>
<td>Naib Qasid/Chowkidar (BS-01)</td>
<td>(i) Matriculation</td>
</tr>
</tbody>
</table>

QUALIFICATION, EXPERIENCE AND AGE LIMIT FOR INITIAL APPOINTMENT

4. On the closing date for receipt of application as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualification and experience and must be within the age limit as mentioned against the post concerned in the Schedule to this notification, provided that:

i. “Experience”, means unless otherwise specified in the Method of Appointment, Qualification and other conditions as applicable, the experience prescribed for initial appointment shall be the post qualification experience.
ii. The Maximum age limit shall be relaxed in respect of the candidates specified, and to the extent indicated in the Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993, as amended from time to time.

QUALIFICATIONS/CONDITIONS FOR APPOINTMENT BY TRANSFER

5. Appointment by transfer shall be made in accordance with the provisions of Rule-7 and 9 of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973 provided that the person concerned must possess the qualification and experience prescribed in schedule of these Rules for initial appointment to the post concerned.

PROBATION

6. Persons appointed by promotion or initial appointment or transfer shall be on probation in accordance with the provision of Section 6 of Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

7. This Notification is issued with the concurrence of the Establishment Division vide O.M. No. 7/3/2002-R-6(Pt-I)/R-V, dated 10th March 2021.

SCHEDULE

(See para 4)

<table>
<thead>
<tr>
<th>SI. No.</th>
<th>Designation of Post</th>
<th>Qualification/Experience</th>
<th>Age Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Min.</td>
</tr>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
</tr>
<tr>
<td>1.</td>
<td>Data Entry Operator (BS-14)</td>
<td>i. Second class or Grade “C” Bachelor’s degree with Computer Science/Statistics/Mathematics / Physics from a University recognized by the Higher Education Commission. ii. Minimum speed of 10,000 key depression per hour for data entry/verification.</td>
<td>18 years</td>
</tr>
<tr>
<td>2.</td>
<td>Clerk Incharge (BS-09)</td>
<td>i. Matric. ii. Minimum typing speed of 30 w.p.m. iii. Three (03) weeks Basic IT Training Course (including MS Office) conducted by NITB.</td>
<td>18 years</td>
</tr>
<tr>
<td>3.</td>
<td>Technical Assistant (BS-08)</td>
<td>Matriculation</td>
<td>18 years</td>
</tr>
<tr>
<td>4.</td>
<td>Lab Attendant (BS-03)</td>
<td>Matriculation with Science</td>
<td>18 years</td>
</tr>
</tbody>
</table>

[F. No. 5(10)/2017-IIID-Oil.]

MUHAMMAD OMAR FAROOQ MAHAR,

Section Officer.