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PART II

Statutory Notifications (S. R. O.)

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE
(Trade Development Authority of Pakistan)

NOTIFICATION

Karachi, the 15th September, 2022

S. R. O. 1920 (I)/2022.— In exercise of the powers conferred by sub-section (d) of the Section 20 and Section 36 of the TDAP Act 2013, the Board, in its 8th Meeting held on 2nd April, 2021, *vide* agenda items # 3.1 & 3.2 have approved the following amendments in Schedule-I, Annexure-II and Appendix-B:

S. #	Amendment	Page No.
1.	Schedule - I, (Initial Appointments /Promotions) (Complete replacement with revised Schedule-I)	373, 374 & 375
2.	Replacement of word “5years” with “7 Years” in promotion of TPS & BPS Employees: change may be made in column-4 at serial No.1 (conditions of eligibility)	376
3.	Removal of Annexure –II, (TDAP Pay Scale)	382-383
4.	Inclusion of Appendix-B	

(4545)

Price : Rs. 10.00

[9548 (2022)/Ex. Gaz.]

2. The amended / revised Schedule-I, and page # 376 regarding promotion policy along with Appendix-B of TDAP Service Regulations 2021 are as under:

SCHEDULE-I

S. #	Designation	Pay Scale	Age Limit for New Recruitment	Qualification	Promotion Quota & Eligibility for promotion*	Direct Quota	Spans/stages
01	Manager (TPS-01)	90,000-4,500-148,500	00		100% 7-years' service as Deputy Manager	00%	13
02	Deputy Manager (TPS-02)	63,000-3,150-103,950	00		100% 5-years' service as Assistant Manager	00%	13
03	Assistant Manager (TPS-03)	45,000-2,700-80,100	30 Years (Govt. age relaxation applies)	1. MBA 2. MA/M.Sc/MS in Economic/Trade/Finance/Statistic/Mathematics/M.Com/Public Administration	25% 5-years' service in TPS-04	75%	13
04	Executive Officer / Superintendent (TPS-04)	28,980-2,320-75,380	30 years	(a) Minimum 14 years' 'education' (b) Proficient in MS Office, Internet & Email. (c) Vocational certificate required for technical posts only.	40% 4-years' service in TPS-05 & having minimum 14-years of educational qualification.	60%	20
05	Assistant (TPS-05)	24,660-2,030-65,260	28 years	(a) Minimum 14 years' education. (b) Proficient in MS Office, Internet & Email. (c) Vocational certificate required for technical posts only.	50% 4-years' service in TPS-07	50%	20
06	UDC (TPS-07)	19,260-1,350-46,260	27 years	(a) Minimum 14 years' education. (b) Proficient in MS Office, Internet & Email. (c) Vocational certificate required for technical posts only.	50% 4-years' service in TPS-08	50%	20

07	LDC (TPS-08)	16,200- 850- 33,200	25 years	(a) Intermediate. (b) Typing speed of minimum of 30 word per minute. (c) Proficient in MS Office, Internet & Email. (d) Vocational certificate required for technical posts only.	20% 4-years' service in TPS-09 Matric qualification, Typing speed of 30 w.p.m.	80%	20
08	Electrician Mechanic, Chowkidar, Gardener SCD, DR, Qasid, Farash, Naib Qasid (TPS-09)	14,220,- 540- 25,020	25 years	(a) Matriculation. (b) Vocational certificate required for technical posts only. (c) Driving License for the posts of SDC and DR.	-----	100%	20

- *In order to avoid creation of such anomaly in salaries, any future increase by Federal Government in basic pay or allowances will be applicable to TPS Scales in the same percentage.*

TECHNICAL CADRE:

S#	Designation and TPS	Pay-scale	Age limit	Qualification	Promotion Quota & Eligibility for promotion*	Direct Quota	Stages
01	Senior Private Secretary (TPS-02)	63,000- 3,150- 103,950	35 years	(a) Minimum 14 years' education. (b) Minimum speed of 80/40 w.p.m in shorthand/ typing respectively. (c) Proficient in MS Office, Internet & Email.	100% 5-years' service as Private Secretary	--	13
02	Private Secretary (TPS-03)	45,000- 2,700- 80,100	30 years	(a) Minimum 14 years' education. (b) Minimum speed of 80/40 w.p.m in shorthand / typing respectively.	100% 5-years' service as Assistant Private Secretary	--	13

S#	Designation and TPS	Pay-scale	Age limit	Qualification	Promotion Quota & Eligibility for promotion	Direct Quota	Stages
				(c) Proficient in MS Office, Internet & Email.			
03	Assistant Private Secretary (TPS-04)	28,980-2,320-75,380	30 years	(a) Minimum 14 years' education. (b) Minimum speed of 80/40 w.p.m in shorthand / typing respectively. (c) Proficient in MS Office, Internet & Email.	100% 5-years' service in TPS-06 and having minimum 14-years of educational qualification.	--	20
04	Data Entry Operator / Steno-typist (TPS-06)	21,240-1,600-53,240	27 years	(a) Minimum 14 years' education. (b) Minimum speed of 80/40 w.p.m in shorthand / typing respectively. (c) Proficient in MS Office, Internet & Email.	---	100%	20

Page No. 376 of TDAP Service Regulations 2021

1. Promotion Policy: (Conditions for promotion of TPS and BPS employees) Promotion to posts in column (2) below shall be made by selection from amongst persons holding posts specified in column (3) on a regular basis and fulfill the conditions prescribed in column (4).

S#	Designation and TPS of the Post	Person eligible	Conditions of eligibility
(1)	(2)	(3)	(4)
1	Manager (TPS-01)	Deputy Manager (TPS-02)	7-years' service as Deputy Manager
2	Deputy Manager (TPS-02)	Assistant Manager (TPS-03)	5-years' service as Assistant Manager
3	Assistant Manager (TPS-03)	Executive Officer / Superintendent (TPS-04)	5-years' service in TPS-04

S#	Designation and TPS of the Post	Person eligible	Conditions of eligibility
(1)	(2)	(3)	(4)
4	Executive Officer / Superintendent (TPS-04)	Assistant (TPS-05)	4-years' service in TPS-05 and having minimum 14-years of educational qualification
5	Assistant (TPS-05)	UDC (TPS-07)	4-years' service in TPS-07
6	UDC (TPS-07)	LDC (TPS-08)	4-years' service in TPS-08
7	LDC (TPS-08)	Employees holding posts in TPS-09	4-years' service in TPS-09 and having Matric qualification with minimum typing speed of 30 w.p.m

APPENDIX-B

PACKAGE FOR IN SERVICE DEATH

**As per Cabinet Secretariat, Establishment Division O.M. No. 8/10/2013.E.2
(pt), dated 4th December, 2015**

Item/Facility	In Service Deaths	For Security related deaths																														
Lump sum grant	300% increase over the package-2006 for in service death of civilian employees. This increase will be given on the 2006 package as per following scales:- TPS Employees	a. Upto 10 million according to following scales.																														
	<table><tr><th>scale</th><th>Amount</th></tr><tr><td>TPS-9</td><td>Rs.600,000</td></tr><tr><td>TPS-8</td><td>Rs.900,000</td></tr><tr><td>TPS-7</td><td>Rs.1200,000</td></tr><tr><td>TPS-6</td><td>Rs.1200,000</td></tr><tr><td>TPS-5</td><td>Rs.1200,000</td></tr><tr><td>TPS-4</td><td>Rs.1500,000</td></tr><tr><td>TPS-3</td><td>Rs.1500,000</td></tr><tr><td>TPS-2</td><td>Rs.2400,000</td></tr><tr><td>TPS-1</td><td>Rs.2400,000</td></tr></table>	scale	Amount	TPS-9	Rs.600,000	TPS-8	Rs.900,000	TPS-7	Rs.1200,000	TPS-6	Rs.1200,000	TPS-5	Rs.1200,000	TPS-4	Rs.1500,000	TPS-3	Rs.1500,000	TPS-2	Rs.2400,000	TPS-1	Rs.2400,000	<table><tr><th>Scale</th><th>Amount</th></tr><tr><td>TPS-9-4 BPS 1-16</td><td>3 Million</td></tr><tr><td>TPS-3 BPS 17</td><td>5 Million</td></tr><tr><td>TPS-2 BPS 18</td><td>9 Million</td></tr><tr><td>TPS-1 BPS 20</td><td>10 Million</td></tr></table>	Scale	Amount	TPS-9-4 BPS 1-16	3 Million	TPS-3 BPS 17	5 Million	TPS-2 BPS 18	9 Million	TPS-1 BPS 20	10 Million
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		b. Rs. 700,000/- to the officers /officials incapacitated and released from service for having become invalid as a result of injury in encounters/ bomb blasts, riots/ watch and ward duly or terrorist activity.																														

		c. Rs.500,000/- to the officers / officials incapacitated as a result of the injury in accidents as stated in para "b" above but who are still serving in the department.
Pension	100% pension to the families of a deceased Government servant as per their length of service and last pay drawn. In case of less than 10 years' service of the deceased employees, rate of minimum 10 years service will be applicable.	100% pension to the families of a deceased Government servant as per their length of service and last pay drawn. In case of less than 10 years' service of the deceased employees, rate of minimum 10 years service will be applicable.
Accommodation	Retention of accommodation hired by the Authority for the employee or payment of house rent till the age of superannuation or for a period of 5 years whichever is earlier but for a minimum period of 3 years.	Retention of accommodation hired by the Authority for the employee or payment of house rent till the age of superannuation or for a period of 5 years whichever is later.
Employment	Employment to the spouse or one child in TPS-9 to TPS-01 on regular basis.	Employment to the spouse or one child in TPS-9 to TPS-01 on regular basis.
Education	Free education to all the children of the deceased government/ TDAP employees up to higher education level including expenses of children on account of tuition fee, Books and related material, living allowances etc.	Free education to all the children of the deceased government/ TDAP employees up to higher education level including expenses of children on account of tuition fee, Books and related material, living allowances etc.
Allotment of Plot	Discontinuation of the entitlement of 2% quota for allotment of plot. Payment of lump sum grant in lieu of plot	Discontinuation of the entitlement of 2% quota for allotment of plot. Payment of lump sum grant in lieu

	subject to the condition that no plot had been allotted in the past, as per scale given below:- <table><tr><td>scale</td><td>Amount</td></tr><tr><td>TPS-9 BPS-1-8</td><td>2 Million</td></tr><tr><td>TPS-8-4 BPS-9-16</td><td>5Million</td></tr><tr><td>TPS-3 and above BPS-17 and above</td><td>7 Million</td></tr></table>	scale	Amount	TPS-9 BPS-1-8	2 Million	TPS-8-4 BPS-9-16	5Million	TPS-3 and above BPS-17 and above	7 Million	of plot subject to the condition that no plot had been allotted in the past, as per scale given below:- <table><tr><td>scale</td><td>Amount</td></tr><tr><td>TPS-9 BPS-1-8</td><td>2 Million</td></tr><tr><td>TPS-8-4 BPS-9-16</td><td>5Million</td></tr><tr><td>TPS-3 and above BPS-17 and above</td><td>7 Million</td></tr></table>	scale	Amount	TPS-9 BPS-1-8	2 Million	TPS-8-4 BPS-9-16	5Million	TPS-3 and above BPS-17 and above	7 Million
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TPS-8-4 BPS-9-16	5Million																	
TPS-3 and above BPS-17 and above	7 Million																	
Marriage Grant	Marriage grant amounting to Rs. 8 lac on wedding of one daughter, may be granted to family of deceased Authority employees.	Marriage grant amounting to Rs. 8 lac on wedding of one daughter, may be granted to family of deceased Authority employees.																
Health	Free health facilities to widow for life and for children upto age of 18 years in Authority Panel/ Government Hospital.	Free health facilities to widow for life and for children upto age of 18 years in Authority Panel/ Government Hospital.																
House Building Advance/Loan	All unpaid balance of House Building Advance/Loan to be waived off for Authority's employees.	All unpaid balance of House Building Advance/ Loan to be waived off for Authority's employees.																

[No. TDAP-1(41) SR&FR/Coord-2021.]

MOLA DAD,
Deputy Director (Coord-MS).