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PART II

Statutory Notifications (S. R. O.)

GOVERNMENT OF GILGIT-BALTISTAN
GILGIT-BALTISTAN SECRETARIAT
(S&GAD and Cabinet Department)

NOTIFICATION

Gilgit, the 9th May, 2024

S. R. O. 676(I)/2024.—In pursuance of sub-rule (2) of Rule 3 of the Civil Servants (Appointment, Promotion & Transfer) Rules, 1973 and Section 7(1) (b) (i) and (ii) of Federal Public Service Commission Ordinance, 1977 (XLV of 1977) and in exercise of powers conferred upon Governor, Gilgit-Baltistan, *vide* Article-117 of Gilgit-Baltistan Order, 2018; the following method, qualifications and other conditions are laid down for appointment to the following posts in Commissioner Offices/ Deputy Commissioner Offices and Settlement Office, Gilgit-Baltistan, namely:—

(1435)

Price: Rs. 10.00

S. No.	Designation of the post(s)	BS
(1)	(2)	(3)
1.	Administrative Officer	17
2.	Private Secretary	17
3.	Superintendent	17
4.	Research Officer (M&E)	17
5.	Budget Officer	16
6.	Assistant	16
7.	Head Clerk/Accountant / Confidential Clerk/ Accounting Clerk	16
8.	Assistant Protocol Officer	16
9.	Stenographer	16
10.	Computer Operator	16

METHOD OF APPOINTMENT

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

S. No.	Designation and BS of the posts	Method of appointment		
		By promotion	By initial appointment	By transfer
(1)	(2)	(3)	(4)	
1.	Administrative Officer (BS-17)	55%	45%	—
2.	Private Secretary (BS-17)	100%	—	—
3.	Superintendent (BS-17)	100%	—	—
4.	Research Officer (M&E) (BS-17)	—	—	100%
5.	Budget Officer (BS-16)	—	100%	—
6.	Assistant (BS-16)	50%	50%	—
7.	Head Clerk / Accountant / Confidential Clerk/ Accounting Clerk (BS-16)	50%	50%	—
8.	Assistant Protocol Officer (BS-16)	—	100%	—
9.	Stenographer (BS-16)	50%	50%	—
10.	Computer Operator (BS-16)	75%	25%	—

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

CONDITIONS FOR PROMOTION.

3. Promotion to the post in column (2) of the table below shall be made by selection from amongst the persons who hold the post (s) specified in column (3) thereof on regular basis and fulfill the conditions of eligibility as prescribed in column (4):—

S. No.	Designation and BS of the posts	Person (s) eligible	Conditions of eligibility
(1)	(2)	(3)	(4)
1.	Administrative Officer (BS-17)	Superintendent (BS-17)	03 years service in BS-16 and above.
2.	Private Secretary (BS-17)	Stenographer (BS-16)	03 years service in BS-16.
3.	Superintendent (BS-17)	<u>100% promotion</u> i. 95% of 100% from amongst Assistant / Head Clerk/ Accountant / Confidential Clerk/ Accounting Clerk (BS-16). ii. 05% of 100% from amongst Budget Officer (BS-16).	03 years service in BS-16.
4.	Assistant/ Head Clerk/ Accountant/ Confidential Clerk/Accounting Clerk (BS-16)	UDC (BS-14)	05 years service as UDC.
5.	Stenographer(BS-16)	Stenotypist (BS-14)	05 years service as Stenotypist.
6.	Computer Operator (BS-16)	DEO (BS-15) /Computer Network Administrator (BS-15)	05 years service as DEO/Computer Network Administrator.

QUALIFICATION, EXPERIENCE AND AGE LIMITS FOR INITIAL APPOINTMENT

4. A candidate for initial appointment must possess the educational qualifications and experience and must be within the age limits as mentioned against the posts concerned in the Schedule to this Notification, provided that—

- (i) “experience” means post-qualification experience gained in a regular full-time paid job after obtaining the required qualification;
- (ii) the period spent by a candidate in obtaining degree of M.Phil or Ph.D in the relevant field shall be treated as practical experience up to a maximum period of two and four years respectively for the purpose of initial appointment, provided that—
 - (a) a candidate who has obtained the degree of M.Phil or Ph.D during service shall not be entitled to a double

benefit of counting the said period as service towards experience prescribed for the post; and

- (b) this concession shall not be available for the posts for which the prescribed qualification is M.Phil or Ph.D. as the case may be.
- (iii) 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; and
- (iv) eligibility of candidates shall be reckoned as on the closing date fixed for submission of applications in accordance with this Notification and the instructions issued by the Federal Government and the Federal Public Service Commission from time to time.

APPOINTMENT BY TRANSFER

5. Appointment by transfer shall be made by selection from amongst the persons holding appointment on regular basis under the Federal Government / Gilgit-Baltistan Government in the same basic pay scale in which the post to be filled exists in accordance with the provisions of Rules 7 and 9 of Civil Servants (APT) Rules, 1973.

PROBATION

6. Persons appointed by initial appointment or promotion or transfer shall be on probation subject to the provisions of the Civil Servants Act, 1973 and rules made there under.

7. This notification issues with the approval of Governor, Gilgit-Baltistan contained *vide* Summary bearing No. 2(9)/2019-Reg-Services, dated 10-11-2022 and with the concurrence of the FPSC, contained *vide* its letter No. F.15-8/2023-RR, dated 07-05-2024 and supersedes the SRO. 403 (I)/2002, dated 17-6-2002 and SRO.532 (I)/2014, dated 06-6-2014, to the extent of the posts mentioned in this notification.

SCHEDULE
(See Rule-4)

S. No.	Designation and BS of the posts	Qualification and Experience	Age Limit	
			Min.	Max.
(1)	(2)	(3)	(4)	(5)
1.	Administrative Officer (BS-17)	2 nd Class or Grade "C" Master's / Bachelor's (16 years education) degree in Business Administration/ Public Administration/ Management Science/ Human Resource Management or equivalent qualification from a University recognized by the HEC.	22 years	30 years
2.	Research Officer (M & E) (BS-17)	2 nd Class or Grade 'C' Bachelor's degree in Electrical / Mechanical Engineering from a University/ Institute recognized by the PEC.	22 years	30 years
3.	Budget Officer (BS-16)	2 nd Class or Grade "C" Master's / Bachelor's (16 years education) degree in Business Administration/ Economics/ Mathematics/ Statistics/ Accounting & Finance or equivalent qualification from a university recognized by the HEC.	20 years	28 years
4.	Assistant/ Head Clerk/ Accountant/ Confidential Clerk/ Accounting Clerk (BS-16)	At least 2 nd Class or Grade "C" Bachelor's (02 years duration) degree or equivalent qualification from a University recognized by the HEC.	20 years	28 years
5.	Assistant Protocol Officer (BS-16)	At least 2 nd Class or Grade "C" Bachelor's (02 years duration) degree or equivalent qualification from a University recognized by the HEC.	20 years	28 years
6.	Stenographer (BS-16)	i. At least 2 nd Class or Grade 'C' Bachelor's (02 years duration) degree or equivalent qualification from a University recognized by the HEC. ii. A minimum speed of 100/50 w.p.m. in shorthand/ typing, respectively. iii. Must be a Computer literate.	20 years	28 years
7.	Computer Operator (BS-16)	2 nd Class or Grade "C" Master's / Bachelor's (16 years education) degree in Information Technology /Computer Science/Software Engineering /Computer System Engineering /Computer Engineering or equivalent qualification from a University recognized by the HEC/PEC.	20 years	28 years

[No. 2(33)/2024-Reg-Services.]

MUHAMMAD YOUSUF,
Deputy Secretary (Regulation).