



No.DS(O&M)5-3/2004/CONTRACT(MF)  
GOVERNMENT OF THE PUNJAB  
SERVICES AND GENERAL ADMINISTRATION  
DEPARTMENT (REGULATIONS WING)

Dated, Lahore the 28<sup>th</sup> February, 2012

To

1. All Administrative Secretaries in the Punjab.
2. All Heads of Autonomous Bodies in the Punjab.

**SUBJECT: APPOINTMENT OF CONTRACTEES IN BS-16 AND ABOVE ON REGULAR BASIS IN AUTONOMOUS BODIES**

The issue regarding appointment of contractees in BS-16 and above, on regular basis working in the Autonomous Bodies, has been under consideration of the Government for quite sometime. The Chief Minister Punjab has now been pleased to constitute a Committee in all the Administrative Departments for scrutiny of such cases with the following composition:-

- |   |          |
|---|----------|
| (i) Secretary of the Administrative Department  | Chairman |
| (ii) Head of the Autonomous Body                | Member   |
| (iii) Representative of Regulations Wing, S&GAD | Member   |
| (iv) Representative of Finance Department       | Member   |

2. The Departmental Committee shall determine the eligibility and suitability of contractees in BS-16 and above for their appointment on regular basis. The contract employees appointed prior to 10.11.2010 may be considered by the above mentioned Committee keeping in view the following:-

- (a) A regular vacancy is available for appointment of contractee on regular basis.
- (b) Appointments were made after advertisement of the vacancies in newspapers, and in the prescribed manner.
- (c) The appointment of contractee was made as per provision of the relevant service rules. In case no such rules have been framed, the same should be framed before consideration of appointment of contractee on regular basis.
- (d) The contractee is domiciled of the Province of the Punjab.
- (e) The appointment on regular basis shall be subject to the verification of character and antecedents of the contractee to the satisfaction of the appointing authority.
- (f) The contractee, being considered for regular appointment, must be in good mental and bodily health and free from any physical defect likely to interfere with the discharge of his duties. A candidate who, after such medical examination as prescribed by

the respective autonomous body is declared 'not fit' by the examination authority, shall not be appointed, on regular basis.

- (g) Performance of the contractees remained satisfactory during the contract period.
- (h) The Appointing Authorities may ensure that the degrees, diplomas, certificates or other relevant documents required for appointment are not bogus/forged.

3. After scrutiny of the cases, the recommendations of the Committee shall be sent to the respective Appointing Authority in the concerned Autonomous Body for appointment on regular basis of the contractees.

4. The appointment on regular basis shall be made "with immediate effect" by the concerned Appointing Authorities.



(MUHAMMAD ILYAS)  
Secretary (Regulations), S&GAD

**No. and Date Even:**

Copy is forwarded for information and necessary action to:-

- (i) The Principal Secretary to the Governor, Punjab.
- (ii) The Principal Secretary to Chief Minister, Punjab.
- (iii) PS to Chief Secretary, Punjab.
- (iv) PSO to Additional Chief Secretary, Punjab.
- (v) PS to Secretary (Services), S&GAD.
- (vi) PA to All Additional Secretaries / Deputy Secretaries / Section Officers in the S&GAD.
- (vii) PS to Accountant General Punjab, Lahore.
- (viii) All District Accounts Officers in the Punjab.

(MUHAMMAD ILYAS) -  
Secretary (Regulations), S&GAD