



**GOVERNMENT OF THE PUNJAB  
SERVICES & GENERAL ADMINISTRATION  
DEPARTMENT  
(REGULATIONS WING)**

Dated Lahore, the 14<sup>th</sup> June, 2017

**NOTIFICATION**

**No.SOR-III(S&GAD)1-9/96(P).** In exercise of the powers conferred under section 23 of the Punjab Civil Servants Act, 1974 (*VIII of 1974*), Governor of the Punjab is pleased to direct that in the Headquarter's Ministerial Posts, Board of Revenue, Punjab Service Rules, 1997, the following further amendments shall be made:

**AMENDMENTS**

In the Headquarter's Ministerial Posts, Board of Revenue, Punjab Service Rules, 1997, in the Schedule:

(1) at Sr. No. 3, in column 7, for the existing entry, the following shall be substituted:

"By promotion on the basis of seniority-cum-fitness from amongst the Personal Assistants in the relevant functional unit and have successfully completed four weeks' training from Management and Professional Development Department.";

(2) at Sr. No. 7, in column 7, for the existing entry, the following shall be substituted:

- "(i) one-third by initial recruitment; and
- (ii) two-third by promotion on the basis of seniority-cum-fitness from amongst the Senior Clerks in the functional unit with three years' service as such and have successfully completed two weeks' training from Management and Professional Development Department."; and

(3) at Sr. No. 10:

(a) in column 7, for the existing entry, the following shall be substituted:

- "(i) Eighty percent by initial recruitment; and
- (ii) twenty percent by promotion on the basis of seniority-cum-fitness from amongst the employees of all categories from (BS-01) to (BS-04) in the functional unit."; and

(b) in column 10, for the existing entry, the following shall be substituted:

"Four week's training course for probationers (appointed by initial recruitment or promotion) in Office Management from Management and Professional Development Department, or Technical Education and Vocational Training Authority (TEVTA), or any other departmental training institution to be notified by the concerned Administrative Department.

Those who are promoted against twenty percent promotion quota shall attend additional two weeks' course in Microsoft Office or other related applications.".


**DR. MUHAMMAD SALEH TAHIR  
SECRETARY (REGULATIONS) S&GAD**

SECTION OFFICER (R-III)  
GOVERNMENT OF THE PUNJAB  
S&GAD

A copy is forwarded for information and necessary action to:-

1. The Senior Member, Board of Revenue, Punjab.
2. The Secretaries, Government of the Punjab,
  - i) Finance Department.
  - ii) Law & Parliamentary Affairs Department.
  - iii) Management & Professional Development Department.
3. The Accountant General, Punjab, Lahore.
4. The Secretary, Punjab Public Service Commission, Lahore.
5. The Secretary (Revenue), Board of Revenue, Punjab.
6. The Deputy Secretary (Reg.), Law & Parliamentary Affairs Department.
7. The Deputy Secretary (PC), Finance Department, Lahore.
8. The System Analyst (O&M Wing), S&GA Department, Lahore with the request to incorporate the above mentioned amendments in the database created in the O & M Wing, S&GAD.
9. The Private Secretaries to the Governor Punjab / Chief Minister / Chief Secretary / Additional Chief Secretary and Secretary (Services), S&GAD.
10. The Superintendent, Government Printing Press Punjab, Lahore with the request to get published this notification in the Official Gazette and supply 20 printed copies thereof to the undersigned.

  
SECTION OFFICER (R-III)  
GOVERNMENT OF THE PUNJAB  
S&GAD

  
23-6-17  
(MUHAMMAD SALEEM)  
SECTION OFFICER (R-III)