



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

Dated Lahore, the 28<sup>th</sup> March 2013

**NOTIFICATION**

**No.SOR-III(S&GAD)1-26/2012.** 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 make the following rules:

**1. Short title and commencement.**— (1) These rules may be cited as the Punjab Civil Secretariat (Motor Transport Wing) Service Rules 2013.

(2) They shall come into force at once.

**2. Method of recruitment.**— The method of recruitment, minimum qualifications, age limit and other incidental matters for the posts of the functional unit shall be such as given in the Schedule appended to these rules.

**3. Repeal.**— The service rules of Garage Superintendent and others of the Transport Office issued vide notification No. SOR-III-1-46/75 dated 22.04.1977 are hereby repealed.

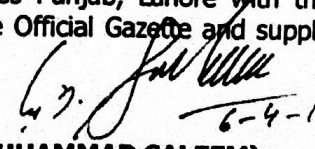
**SHAHNAZ NAWAZ  
SECRETARY (REGULATIONS), S&GAD**

**No.SOR-III(S&GAD)1-26/2012**

**Dated Lahore, the 6<sup>th</sup> April, 2013**

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

1. The Secretaries, Government of the Punjab,
  - i) Finance Department.
  - ii) Law & Parliamentary Affairs Department.
2. The Accountant General, Punjab, Lahore.
3. The Secretary, Punjab Public Service Commission, Lahore.
4. The Additional Secretary (P&T), S&GAD.
5. The Additional Secretary (Welfare), S&GAD.
6. The Deputy Secretary (MT), S&GAD.
7. The Deputy Secretary (Reg:), Law & Parliamentary Affairs Department.
8. The Deputy Secretary (PC), Finance Department, Lahore.
9. The System Analyst (O&M Wing), S&GA Department, Lahore with the request to incorporate the above mentioned service rules in the database created in the O&M Wing.
10. The Private Secretaries to the Governor Punjab/Chief Minister/Chief Secretary/Additional Chief Secretary and Secretary (Services), S&GAD.
11. 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.

  
**(MUHAMMAD SALEEM)**  
Section Officer (Reg-III), S&GAD

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

**SCHEDULE**

Name of the Department	Functional Unit	Name of the post with Basic Scale	Appointing Authority	Minimum Qualification for Appointment By		Method of Recruitment	Age for Initial recruitment		Examination training and other conditions required for confirmation
				Initial recruitment	Promotion		Min	Max	
Services and General Administration Department	Transport Pool	1. Garage Superintendent (BS-16)	Additional Chief Secretary	<p>(a) Secondary School Certificate (SSC) (second division) from a recognized Board;</p> <p>(b) Diploma in Auto Mechanic (Petrol / Diesel) from Punjab Board of Technical Education or any other recognized training Institution including TEVTA;</p> <p>(c) LTV Driving license; and</p> <p>(d) five years' experience as supervisor in an automobile workshop duly recognized by the Transport Pool, S&amp;GAD.</p> <p>In case, if the candidates with the above qualifications are not available then from amongst the candidates having the following qualifications:</p> <p>(a) Intermediate (second division) from a recognized Board;</p> <p>(b) Certificate in Auto Mechanic (Petrol or Diesel) from Punjab Board of Technical Education or any other recognized Institution including TEVTA;</p> <p>(c) LTV driving license; and</p> <p>(d) seven years' experience as supervisor in an automobile workshop duly recognized by Transport Pool, S&amp;GAD.</p>	Successful completion of six week course in Auto Mechanic (Petrol / Diesel) from Punjab Board of Technical Education or any other recognized Institution.	By initial recruitment through Punjab Public Service Commission.  If none is available by initial recruitment, then by promotion on the basis of seniority-cum-fitness from amongst regular Garage Supervisors (BS-11) having two years' regular service or experience as such.	25	35	As may be prescribed by the Government.
-do-	-do-	2) Garage Supervisor (BS-11)	Additional Secretary (P&T)	<p>(a) Secondary School Certificate (SSC) (second division) from a recognized Board;</p> <p>(b) Diploma in Auto Mechanic (Petrol or Diesel) from Punjab Board of Technical Education or any other recognized Institution;</p> <p>(c) LTV driving license; and</p> <p>(d) three years' experience as supervisor in a mechanical workshop.</p>	-	<p>(a) 60% by promotion on the basis of seniority-cum-fitness from amongst regular Senior Drivers or Head Mechanics having five years, regular service as such; and</p> <p>(b) 40% by initial recruitment.</p> <p>If none is available by initial</p>	23	30	-do-

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						recruitment then the post may be filled by promotion on the basis of seniority-cum-fitness from amongst regular Senior Drivers or Head Mechanic having five years' regular service or experience as such.			
-do-	-do-	3.)Senior Driver (BS-07)	- do -			By promotion on the basis of seniority-cum-fitness from amongst regular Drivers having five years' regular service or experience as such.			-do-
-do-	-do-	4) Head Mechanic (BS-07)	-do-			By promotion on the basis of seniority-cum-fitness from amongst regular mechanics or Senior Auto Electricians having five years' regular service or experience as such.			-do-
-do-	-do-	5) Senior Auto Electrician (BS-07)	-do-			By promotion on the basis of seniority-cum-fitness from amongst the regular Auto Electricians having five years' regular service or experience as such.			-do-
-do-	-do-	6) Senior Dispatch Rider (BS-07)	Additional Secretary (Welfare)			By promotion on the basis of seniority-cum-fitness from amongst regular Dispatch Riders having five years' regular service or experience as such.			-do-
-do-	-do-	7)Mechanic (BS-06)	Additional Secretary (P&T)	(a) Secondary School Certificate (SSC) (second division) from a recognized Board; and (b) five years' practical experience as Mechanic in an automobile workshop duly recognized by the Transport Pool, S&GAD.		By promotion on the basis of seniority-cum-fitness from amongst Assistant Mechanics having five years' regular service / experience as such.  If none is available by promotion then by initial recruitment.	23	30	-do-
-do-	-do-	8)Assistant Mechanic (BS-05)	- do -	(a) Middle pass; and (b) four years' practical experience as Assistant Mechanic in an automobile workshop duly recognized by the Transport Pool, S&GAD.		By initial recruitment	22	30	-do-
-do-	-do-	9)Auto Electrician (BS-05)	- do -	(a) Middle pass; and (b) four years' practical experience as auto electrician in an automobile workshop duly recognized by the Transport Pool, S&GAD		-do-	25	30	-do-

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				and capable of carrying out all electrical jobs of Auto Vehicles.					
-do-	-do-	10) Driver (BS-04)	-do-	(a) Middle pass; (b) L.T.V. driving license; and (c) LTV driving experience for five years.		-do-	25	35	-do-
-do-	-do-	11) Dispatch Rider (BS-04)	Additional Secretary (Welfare)	(a) Middle; (b) Motor Cycle Driving License; and (c) Preferably experience hand.		-do-	18	25	-do-
-do-	-do-	12) Staff Car Cleaner (BS-01)	Deputy Secretary (MT)	Primary pass / literate.		-do-	18	25	-do-

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

Dated Lahore, the 12<sup>th</sup> February, 2014

**NOTIFICATION**

**No. SOR-III(S&GAD)1-26/2012.** 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 Punjab Civil Secretariat (Motor Transport Wing) Service Rules, 2013 the following amendments shall be made:

**AMENDMENTS**

In the said rules:

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

"(i) 60% by promotion on the basis of seniority-cum-fitness from amongst Senior Drivers or Head Mechanics having ten years' service or experience as such; and

(i) 40% by initial recruitment.

Note: If none is available by initial recruitment then by promotion on the basis of seniority-cum-fitness from amongst Senior Drivers or Head Mechanic having ten years' service or experience." and

(b) at Sr. No. 10, in column No. 7, for the existing entry, the following shall be substituted:

"(i) 95% by initial recruitment; and

(ii) 5% by promotion on the basis of seniority-cum-fitness from amongst Staff Car Cleaners who have five years' service and possess the qualification and experience prescribed for initial recruitment."

**SHAHNAZ NAWAZ  
SECRETARY (REGULATIONS), S&GAD**

**No. SOR-III(S&GAD)1-26/2012**

Dated Lahore, the 12<sup>th</sup> February, 2014

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

1. The Additional Chief Secretary, Punjab.
2. The Secretaries, Government of the Punjab,
  - i) Finance Department.
  - ii) Law & Parliamentary Affairs Department.
3. The Accountant General, Punjab, Lahore.
4. The Secretary, Punjab Public Service Commission, Lahore.
5. The Additional Secretary (P&T), S&GAD.
6. The Deputy Secretary (MT), S&GAD.
7. The Deputy Secretary (Reg.), Law & Parliamentary Affairs Department.
8. The Deputy Secretary (PC), Finance Department, Lahore.
9. The System Analyst (O&M Wing), S&GA Department, Lahore with the request to incorporate the above mentioned amendment in the database created in the O&M Wing, S&GAD.
10. The Private Secretaries to the Governor Punjab / Chief Minister / Chief Secretary / Additional Chief Secretary and Secretary (Services), S&GAD
11. 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.

OFFICER (P-III)  
GOVERNMENT OF PUNJAB

(M. ANWAR SALEEM)