

NOTIFICATION

Dated 3rd April, 1982.

No. SORIII-1-24/78. In exercise of the powers conferred on him by Section 23 of the Punjab Civil Servants Act, 1974, the Governor of the Punjab is pleased to make the following rules namely :-

THE PUNJAB COMMUNICATIONS AND WORKS
DEPARTMENT (ARCHITECTURAL, MINISTERIAL
& SUBORDINATE POSTS) SERVICE RULES,
1982.

- (1) These rules may be called the Punjab Communications and Works Department (Architectural Ministerial and Subordinate Posts) Service Rules, 1982.
- (2) They shall come into force at once.
- (3) The method of recruitment, minimum qualifications, age limit and other matters related thereto for the posts shall be as given in the schedule annexed.

BY ORDER OF THE GOVERNOR OF PUNJAB

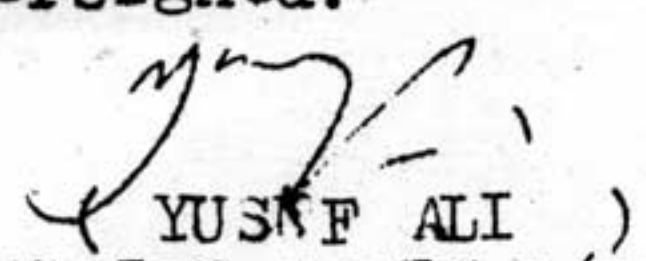
SAJJAD-UL-HASAN
ADDITIONAL CHIEF SECRETARY PUNJAB.

NO. SOR-III-1-24/78.

Dated Lahore, the 7th April, 1982.

Copies are forwarded for information and necessary action to:-

- 1) The Secretary to Govt. of the Punjab:
 - i) Finance Department.
 - ii) Law Department.
 - iii) Communications & Works Department.
 - 2) The Secretary, Punjab Public Service Commission, Lahore.
 - 3) The Registrar, Lahore High Court, Lahore.
 - 4) The Secretary, Governor's Inspection Team, Lahore.
 - 5) The C.O.S. to M.L.A., Punjab, Lahore.
 - 6) The Brig: M.L., HQ M.L., Lahore.
 - 7) The Brig: (Civil Affairs), HQ M.L., Lahore.
 - 8) Private Secretaries to Ministers, Chief Secretary, /Addl: Chief Secretary/ Additional Secretary (Services), SGA & I Department.
 - 9) The Chairman, Inquiries and Anticorruption Cell, SGA&ID.
 - 10) The Accountant General, Punjab, Lahore.
 - 11) All District Accounts Officers in the Punjab.
 - 12) The Superintendent, Govt. Printing Press Punjab, Lahore
- with the request to publish this notification in the Punjab Gazette at an early date. Before its publication in the official Gazette, a proof copy should be sent to the undersigned for scrutiny. It is further requested that 150 printed copies of the notification may be supplied to the undersigned.


(YUSUF ALI)
SECTION OFFICER (R-III)

SCHEDULE

Name of the Department.	Functional Unit.	Name of the Post.	Appointing Authority.	Minimum qualifications for appointment by		Method of recruitment.	Age for initial recruitment		Examination / Training and other conditions required for confirmation.
				Initial recruitment or transfer.	Promotion.		Min. Yrs.	Max. Yrs.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Communications & Works Deptt.	Architectural (Ministerial).	(1) Superintendent. (NPS-15)	Chief Architect.	-	-	By promotion on the basis of seniority-cum-fitness from among Assistants/Head Clerk with 5 years service as such.	-	-	-
-do-	-do-	(2) Assistant/Head Clerk (NPS-10)	-do-	Degree from a recognized University.	-	i) By promotion on the basis of seniority-cum-fitness from among Accounts Clerk/Senior Clerk with 3 years service as such in the functional unit. ii) If no suitable Accounts Clerk and Senior Clerk is available for promotion then by initial recruitment.	18	25	-
-do-	-do-	(3) Senior Scale Stenographer (NPS-12)	-do-	i) Intermediate from a recognized Board; and ii) A speed of 120 w.p.m. in Shorthand & 40 w.p.m. in Typewriting.	-	i) By promotion on the basis of seniority-cum-fitness from among Stenographers (NPS-10) in the functional unit. ii) If no suitable official is available for promotion then by initial recruitment.	18	25	-
-do-	-do-	(4) Stenographer (NPS-10)	-do-	i) Intermediate from a recognized Board; and ii) A speed of 100 w.p.m. in Shorthand & 40 w.p.m. in Typewriting.	-	i) By promotion on the basis of seniority-cum-fitness from among Stenotypists with -	18	25	-

2.	3.	4.	5.	6.	7.	8.	9.	10.
						<p>speed of 100 w.p.m. in Shorthand and 40 w.p.m. in Typewriting.</p> <p>ii) If no suitable official is available for promotion then by initial recruitment.</p>		
5) Stereotypist Director (NPS-8)	Architecture		<p>i) Matriculation from a recognized Board; and</p> <p>ii) A speed of 80 w.p.m. in Shorthand and 35 w.p.m. in Typewriting.</p>			- By initial recruitment.	18	25
6) Accounts Clerk (NPS-7)	-do-					- By promotion on the basis of seniority-cum-fitness from among Senior Clerks in the functional unit with 2 years service as such.	-	-
7) Senior Clerk (NPS-6)	-do-					- By promotion on the basis of seniority-cum-fitness from among Junior Clerks in the functional unit with 2 years service as such.	-	-
8) Junior Clerk (NPS-5)	-do-		<p>i) Matriculation from a recognized Board; and</p> <p>ii) A speed of 25 w.p.m. in Typewriting.</p> <p>Note: Preference shall be given to those who know Urdu Typewriting.</p>			- By initial recruitment.	18	25
9) Naib Qasid.	-do-		Literate		-do-		18	25
10) Chowkidar	-do-				-do-		21	35
11) Mali.	-do-		7 years experience in gardening.		-do-		21	45
12) Sweepers	-do-				-do-		18	35
13) Peon (NPS-1)	-do-				-do-		18	25