

NOTIFICATION.

Dated 12th January, 1990

No. SOR-III-I-23/87, In exercise of the powers conferred on him under Section 23 of the Punjab, Civil Servants Act, 1974, the Governor of the Punjab is pleased to make the following rules namely:-

THE PUNJAB EDUCATION DEPARTMENT  
(SCHOOL LEVING MINISTERIAL POSTS)  
SERVICE RULES, 1989.

1. These rules shall be called the Punjab Education Department, (School Education) Recruitment Rules, 1989.
2. They shall come into force at once.
3. The method of recruitment, minimum qualifications, age limits and other matters related there to for the posts are shown in the schedule annexed.
4. The West Pakistan Education Department (Ministerial and Sub-ordinate) Service Rules, 1963 shall stand repealed to the extent of being inconsistent with these rules.

BY ORDER OF THE GOVERNOR OF THE PUNJAB,

PERVAIZ MASOOD  
ADDITIONAL CHIEF SECRETARY

No. SOR III-I-23/87, DATED Lahore the 20th January, 1990.

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

1. The Secretary to Government of the Punjab.
  - i) Law & P.A. Department.
  - ii) Finance Department.
  - iii) Education Department.
2. The Secretary, Punjab, Public Service, Commission, Lahore.
3. The Registrar, Lahore High Court, Lahore.
4. The Private Secretaries to:-  
The Chief Secretary/Addl: Chief Secretary/Secretary (Services) SGA&I Department.
5. The Accountant General Punjab, Lahore.
6. The District Accounts Officer in the Punjab.
7. The Section Officer/Under Secretaries (R-I, R-II & (R-IV) SGA&I Department.
8. The Director (C) (M) SGA&I Department.
9. The Superintendent, Govt. Printing Press, Punjab, Lahore with the request to publish this notification in the official gazette at an early date and to supply 200 printed copies to the undersigned.

Sd/--  
(MURTAZA AHMED SHAHID)  
SECTION OFFICER R-III.

GOVERNMENT OF THE PUNJAB  
EDUCATION DEPARTMENT

ENDST. No. Edu: E&A-5-34/86(P-I). Dated Lahore the 11th Feb: 1990.

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

1. The Director Public Instruction (Schools), Punjab, Lahore.
2. The Director Public Instructions (Colleges), Punjab, Lahore.
3. The Director of Education (Schools), in the Punjab.
4. The Director of Education (Colleges), in the Punjab.
5. The Section Officer (R-III), Government of the Punjab, SGA & I Department, with reference his notification No. SOR-III-1-23/87, Dated 12.01.1990.

Sd/--

( NOOR MUHAMMAD SHAH )  
UNDER SECRETARY (GENERAL),  
EDUCATION DEPARTMENT.

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\*ZAHED\*

SCHEDULE

Name of the Department.	Functional Unit.	Name of the post.	appointing Authority.	Qualifications for appointment/transfer.	Method of recruitment.	Age for initial recruitment. Min. Yrs. Max. Yrs.	Exam./Trg. required for confirmation.	
1.	2.	3.	4.	5.	6.	7.	8-9	10.
Education Department.	School Education Ministerial Posts.	Assistant Director.	Min. Secy.		By promotion on seniority-cum fitness basis from amongst Extra Assistant Directors, Registrars (Departmental Exam./Office Incharge)(E.A./Student Welfare Officers and Progress Officers in the functional unit.			
		Extra Assistant Director/Registrar.			By promotion on seniority cum fitness basis from amongst Superintendents in the office of IPI(S)/Subordinate Offices/Institutions in the "School" Functional unit.			
		Departmental Examination/ Officer Incharge(EI)/Progress Officer/Student Welfare Officers.						
		Superintendent.	Dy. Director Administration for posts in office of IPI(S) Deputy Director (Admn.) concerned for posts in respective Division.		By promotion on seniority-cum-fitness basis from amongst Assistants/Head Clerks and Sr. Scale Stenographers with 5 years service as such; provided that Sr. Scale Stenos have passed Departmental Examination prescribed for Assistants by the Department.			

Note:-1. For the post of Supdt. in IPI(S), the Assistants/Head Clerks and Sr. Scale Stenos working in the office of IPI(S) only shall be eligible.

2. For the post of Superintendent in Divisions, Assistants/Head

1. 2. 3. 4. 5. 6. 7. 8.

Clerks and Sr. Scale Stenographers working in the respective divisions shall be eligible.

Junior Clerk.

Deputy Director (Admn. for posts in DEI(S) office/Dy. Director (Admn.) concerned for posts in respective division.

1. Metric.
2. A speed of 25 WPM in English Typewriting. Note: Preference shall be given to those who know Urdu Typewriting at a speed of 25 WPM.

By initial recruitment. 18 25 -

Sr. Scale Stenographer.

-do-

1. Graduation or equivalent qualifications from a recognized University.
2. A speed of 100/40 WPM in English Shorthand/typing respectively.

By promotion on seniority cum fitness basis as under :-  
 a) In the case of post of Sr. Scale Stenographer in DEI(S) Office, from amongst Stenographers in the DEI(S) office; and  
 b) in the case of post of Sr. Scale Stenographer in Divisions from amongst Stenographer in the respective division.  
 If no suitable official is available then by initial recruitment.

i. 25% by initial recruitment. 18 25 -

Assistant/Head Clerk.

-do-

Degree from a recognized University.

ii. 75% by promotion on seniority-cum fitness as under :-  
 a) in case of post of Assistant/Head Clerk in DEI(S) office from amongst Sr. Clerks of DEI(S) office; and  
 b) in case of post of Assistant/Head Clerk in Division, from amongst Sr. Clerks in the respective Div. with at least 3 years service as such.

Sr. Clerk.

-do-

By promotion on seniority cum

fitness basis as under :-  
 a) in case of post of Sr. Clerk in DPI(S) Office from amongst Jr. Clerks/Store Keepers in DPI(S) Office; and  
 b) in case of post of Sr. Clerk in a Division, from amongst Jr. Clerks/Store Keepers in the respective Division with at least 2 years service as such.

By initial recruitment 18 25

Steno grapher. Dy. Director (Adm.) for posts in DPI(S) Office/ Board. Dy. Director (Adm.) concerned for posts in respective Div.  
 1. Intermediate or equivalent qualifications from a recog. Board.  
 2. A speed of 90/40 WPI in English Shorthand/Typewriting respectively.  
 Note:- Preference shall be given to those who know Urdu Shorthand/Typewriting at a speed of 60/25 WPI respectively.

Store Keeper. -do- Matriculation.  
 Assistant Store-Keeper. -do-  
 Librarian. -do-

1. Degree from a recognized University.  
 2. Diploma in Library Science.

By promotion on seniority cum fitness basis from amongst Assistant Store Keepers in the functional unit.  
 By initial recruitment 18 25

Asstt. Librarian. -do-  
 1. F.A./F.Sc. from a recognized Board.  
 2. Certificate in Library Science from a recognized Institution.

By promotion on seniority cum fitness basis from amongst Librarians having B.A. in Lib. Science. If none is available then by initial recruitment 18 25

i. 90% by initial recruitment. 18 25  
 ii. 10% by promotion on seniority cum fitness basis from amongst Library Clerks in the functional unit with 3 years service as such.

1. 2. 3. 4. 5. 6. 7. 8. 9. 10.

Library Clerk.	Dy. Director (Adm.) for posts in DPI(S) Office/ Dy. Director (Adm.) concerned in respective division.	1. Matric. 2. Certificate	By initial recruitment	13	25	-
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Daftri in DPI(S) Division.	Extra Assistant Director (Bstt.) concerned in DPI(S) respective division.		By promotion on seniority cum fitness basis from amongst Naib Qasids (Middle Pass) in respective office i.e. DPI(S) Div. If none is available for promotion then by initial recruitment.	18	25	-
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Daftri in Distt. Office.	District Education Officer concerned.		By promotion on seniority cum fitness basis from amongst Naib Qasids working in District Offices. If none is available for promotion then by initial recruitment.	16	25	-
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Naib Qasid/ Beldar/Chowkidar/ Waterman/Mali (BS-1) or equivalent posts in Division/DPI(S) office.	Extra Assistant Director (Bstt.) concerned in DPI(S) Division concerned.		By initial recruitment.	18	40	-
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Naib Qasid/Sanitary Worker/Beldar/Chowkidar/Mali (BS-1) and other equivalent posts in District Offices	District Education Officer concerned.		-do-	18	40	-
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Naib Qasid/Sanitary Worker/Beldar/Chowkidar/ Waterman/Mali/Security Guards (BS-1) and other equivalent posts in Higher Secondary School/Comprehensive	Head of Institution concerned.		-do-	16	40	-
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1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
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1. High Schools/Central  
 2. Model School/Pilot Secondary  
 3. School/Junior Model School/  
 4. Elementary College/High  
 5. School.

6. M.A. Qasid/Sanitary  
 7. Officer/Secretary/  
 8. Security Guard/Lali/  
 9. Warden/Baldars (BS-1)  
 10. or other equivalent posts  
 in Middle School/Primary  
 School.

Deputy District  
 Education Officer  
 concerned.

By initial recruitment 18 43 -

\*Tajid\*

4. The Private Secretary to the Chief Secretary/ Addl: Chief Secretary/ Secretary, Jammu & Kashmir

Secretary, Assistant Secretary