

**GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT**

(REGULATIONS WING)

Dated Lahore the, 21st January 2006.

NOTIFICATION.

No. SOR-III(S&GAD)1-10/2004 .In exercise of the powers conferred upon him under section-23 of the Punjab Civil Servants Act, 1974 (VIII of 1974), the Governor of the Punjab is pleased to direct that in the Punjab Secretariat (Ministerial Posts) Service Rules, 1982, the following further amendments shall be made:-

AMENDMENTS.

In the schedule against the post at Sr. No. 8 for the existing entry, in column No. 5, the following shall be substituted:-

Name of Department	Functional Unit	Name of Post	Appointing Authority	Minimum qualifications for appointment		Method of recruitment	Age for initial Recruitment		Exam. Training & other conditions required for confirmation.
				By initial recruitment/ Transfer	Promotion		Min	Max	
1	2	3	4	5	6	7	8	9	10
S&GAD	Secretariat (Ministerial Posts)	8. Stenographer (BS-12)	Additional Secretary (Admn)	i. Intermediate or Equivalent Qualification from a recognized Board ii. A speed of 80 w.p.m. in Shorthand in English and 35 w.p.m. in Typing iii. Computer Literate in M.S. Office Note: Preference shall be given to the candidates who know Urdu Shorthand at a speed of 60 w.p.m. and Typewriting at a speed of 25 w.p.m.		By initial recruitment	18	25	

BY ORDER OF THE GOVERNOR OF THE PUNJAB

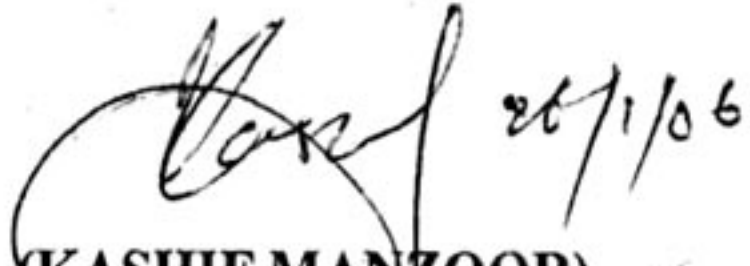
**NAGUIB ULLAH MALIK
ADDITIONAL CHIEF SECRETARY**

NO-SOR-III (S&GAD)1-10/2004

Dated Lahore, the 26th, January 2006

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

1. The Secretaries, Government of the Punjab,
 - i. Finance Department.
 - ii. Law & P.A Department
2. The Secretary, Punjab Public Service Commission. Lahore.
3. The Additional Secretary (Admn), S&GA Department.
4. Registrar, Lahore High Court, Lahore.
5. The System Analyst (O&M), S&GA Department.
6. The Private Secretaries to Chief Secretary/Additional Chief Secretary and Secretary(Services), S&GA Department.
7. The Superintendent, Government Printing Press Punjab, Lahore with the request to publish this notification in official gazette and supply 20 printed copies to the undersigned.


(KASHIF MANZOOR)
SECTION OFFICER (R-III)