

GOVERNMENT OF THE PUNJAB
SERVICES, GENERAL ADMINISTRATION &
INFORMATION DEPARTMENT.

N O T I F I C A T I O N

The 11th March, 1985.

No. SOR-III-1-9/82. 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 SOLICITOR'S DEPARTMENT
SERVICE RULES, 1985.

1. These rules may be called the Punjab Solicitor's Department Service Rules, 1985.
2. They shall come into force atonce.
3. The method of recruitment, minimum qualifications, age limits and others matters related thereto for the posts shall be as given in the Schedule annexed.
4. The West Pakistan Solicitor's Ministerial Establishment Service Rules, 1962, in their application to the Province of the Punjab are hereby repealed.

BY ORDER OF THE GOVERNOR OF THE PUNJAB

SAJJAD-UL-HASAN
ADDITIONAL CHIEF SECRETARY.

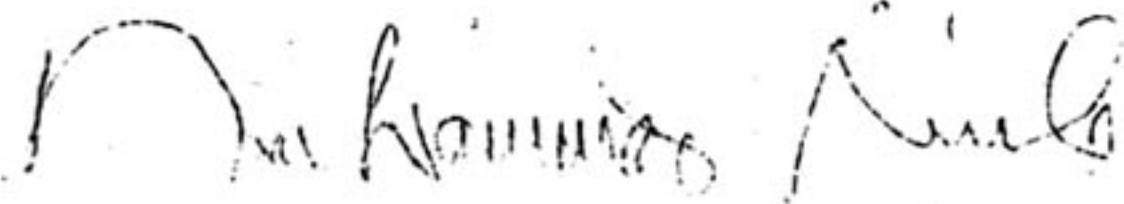
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No. SOR-III-1-9/82,

dated, Lahore, the 12th March, 1975.

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

1. The Secretary to Government of the Punjab:-
 - i) Finance Department.
 - ii) Law Department.
2. The Secretary, Punjab Public Service Commission.
3. The Registrar, Lahore High Court, Lahore.
4. The Private Secretaries to Chief Secretary/
Additional Chief Secretary and P.A. to
Secretary (Services), SGA&I Department.
5. The Accountant General, Punjab, Lahore.
6. The Superintendent, Government 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 200 printed copies of the notification may
be supplied to the undersigned.



(Muhammad Ajaib Malik)
Under Secretary (R-III).

SCHEDULE.

Name of the Department.	Functional Unit.	Name of the post.	Appointing Authority.	Minimum qualifications for appointment by initial recruitment or transfer.	Promotion.	Method of recruitment.	Age for initial recruitment. Minimum years.	Maximum years.	Examination/ Training and other conditions required for confirmation.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Law Department.	Solicitor's Establishment.	1. Solicitor.	Government.	-	-	By posting.	-	-	-
		2. Deputy Solicitor.	-do-	-	-	-do-	-	-	-
		3. Superintendent.	Solicitor.	-	-	By promotion on the basis of seniority-cum-fitness from amongst Assistants/ Head Clerks in the Functional unit with five years experience.	-	-	-
		4. Senior Scale Stenographer.	Solicitor.	i) Intermediate; and ii) A speed of 120 words per minute in Shorthand in English and 40 words per minute in Type-writing in English.	-	25% by initial recruitment; and 75% by promotion on the basis of seniority-cum-fitness from amongst Stenographers in the Functional Unit with three years service as such.	18	25	-
		5. Stenographer.	Solicitor.	i) Matric; and ii) A speed of 100 words per minute in Shorthand in English and 40 words per minute in Type-writing in English.	-	By initial recruitment.	18	25	-

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2.	3.	4.	5.	6.	7.	8.	9.	10.
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Note:- Preference shall be given to the candidates who know Urdu Shorthand at a speed of 60 words per minute and Urdu typewriting at a speed of 25 words per minute.

6. Assistant/ Head Clerk.	Solicitor.	Graduate.	-	1/3rd by initial recruitment; and 2/3rd by promotion from amongst the Accountants in the Functional Unit on the basis of seniority-cum-fitness with three years service as such or five years service in the Department. If no suitable Accountant is available for promotion then by promotion on the basis of seniority-cum-fitness from amongst senior Clerks in the Functional Unit.	18	25	-
7. Accountant.	-do-	Intermediate of Commerce.	-	50% by initial recruitment; and 50% by promotion on the basis of seniority-cum-fitness from amongst Senior Clerks in the Functional Unit with three years service as such.	18	25	-

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
		8. Senior Clerk.	Solicitor.	-	-	By promotion on the basis of seniority-cum-fitness from amongst Junior Clerks in the Functional Unit.	-	-	-
		9. Junior Clerk.	-do-	i) Matric; and ii) A speed of 25 words per minute in type-writing.	-	By initial recruitment.	18	25	-
		10. Daftri.	-do-	-	-	Matric. By promotion on the basis of seniority-cum-fitness from amongst Matriculate Orderly/Naib Qasid/Dak Runner in the Functional Unit.	-	-	-
		11. Orderly/ Naib Qasid/ Dak Runner/ Water Carrier/ Chowkidar/ Sweeper.	-do-	Literate with good health.	-	By initial recruitment.	18	25	-

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