



SERVICES AND GENERAL ADMINISTRATION  
DEPARTMENT  
(REGULATIONS SECTION-II)

Dated Quetta, the 30<sup>th</sup> June, 2016

**NOTIFICATION**

NO. S.O. (R-II)(19)5/2016-S&GAD/ 1406-1455 In exercise of the powers conferred by Section 25 of the Balochistan Civil Servants Act, 1974 (Act No. IX of 1974), the Government of Balochistan is pleased to make the following rules regulating the recruitment to the Balochistan Population Welfare Department (Regional Training Institute) (BPS-1 to 15) Service, and prescribing conditions of service for the persons appointed thereto, namely:-

**THE BALOCHISTAN POPULATION WELFARE DEPARTMENT  
(REGIONAL TRAINING INSTITUTE) (BPS-1 TO 15)  
SERVICE RULES, 2016.**

**Service Rules No. V of 2016**

**PART I - GENERAL**

1. **Short title and commencement.**— (1) These rules may be called "the Balochistan Population Welfare Department (Regional Training Institute) (BPS-1 to 15) Service Rules, 2016".

(2) They shall come into force at once.

2. **Definitions.** (1) In these rules, unless there is anything repugnant in the subject or context,—

- (a) "Act" means the Balochistan Civil Servants Act, 1974 (Act No. IX of 1974);
- (b) "Appendix" means the Appendix annexed to these rules;
- (c) "Appointing Authority" means the appointing authority as specified in rule 4;
- (d) "Board" means a Board of Intermediate and Secondary Education established by law in Pakistan or any other educational authority or institution declared by Government in consultation with the Commission to be a Board for the purpose of these rules;
- (e) "Basic Pay Scales (BPS)" means the Basic Pay Scale of a post specified in column 2 of the Appendix and Basic Pay Scale of such other post in the Service as may be specified by the Government from time to time for the purpose of these rules;
- (f) "Commission" means the Balochistan Public Service Commission;

- (g) **"Department"** means the Population Welfare Department, Government of Balochistan;
- (h) **"Government"** means the Government of Balochistan;
- (i) **"Initial recruitment"** means appointment made otherwise than by promotion or transfer from an other Service/Department/Post;
- (j) **"Post"** means a post specified in column 2 of the Appendix and such other post in the Service as may be specified by the Government from time to time for the purpose of these rules;
- (k) **"recognized Institute"** means any institute established by law in Pakistan or any other Institute declared by the Government in consultation with the Commission to be a recognized Institute for the purpose of these rules;
- (l) **"recognized University"** means any University established by law in Pakistan or any other university declared by the Government in consultation with the Commission to be a recognized University for the purpose of these rules;
- (m) **"Rules"** means the Balochistan Population Welfare Department (Regional Training Institute) (BPS-1 to 15) Service Rules, 2016;
- (n) **"Service"** means the Balochistan Population Welfare Department (Regional Training Institute) (BPS-1 to 15) Service; and
- (o) **"Selection/Promotion Committees"** means the Selection/Promotion Committees constituted by the Department under the rule 5 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009.

(2) Words and expressions used but not defined herein above sub-rule (1), unless the context otherwise requires, shall have the same meanings as assigned to them in the Act.

## PART II - RECRUITMENT

3. **Eligibility and Composition of the Service.**— (1) No person who is married to a foreign national shall be eligible for appointment to the Service.
- (2) The restriction imposed hereinabove sub-rule (1), may be relaxed by Government in case of a person who is married or proposed to marry a foreign national of any country recognized by the Government of Pakistan.
- (3) The Service shall comprise of the posts as specified in column 2 of the Appendix and such other posts as may be determined by Government from time to time.
4. **Appointing Authority.**— Appointment to the posts in the Service shall be made by the appointing authority as specified in rule 4 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009.
5. **Method of Recruitment.**— (1) The appointment to the posts and Basic Pay Scales of the posts in the Service shall be as specified in column 4 of the Appendix.



(2) All the posts for initial recruitment shall be filled from amongst the candidates domiciled/local of Balochistan.

6. **Age.**—(1) No person, who is less than 18 years or more than 28 years of age shall be appointed to the Service by initial recruitment:

Provided that the upper age limit may be relaxed in terms of rule 4 of the Balochistan Government Initial Appointment to Civil Service Posts (Age and Relaxation of Upper Age Limit), Rules, 2012.

7. **Qualifications.**— (1) No person shall be appointed to a post and Basic Pay Scale in the Service by initial recruitment, unless he possesses the qualifications as prescribed for the post in column 3 of the Appendix.

(2) No person, not already in Government Service, shall be appointed to the Service unless he produces a certificate of character from the Principal Academic Officer of the academic institution last attended and also certificates of character from two other responsible persons/gazetted officers, not being his relatives and who are well acquainted with his character and antecedents.

(3) No person shall be appointed by initial recruitment to the Service unless he is declared to be physically fit by the Medical Board constituted by the Government for the purpose or a Government Medical Officer not below the rank of District Health Officer, as the case may be.



### **PART III - CONDITIONS OF SERVICE**

8. **Probation.**—A person appointed to a post in the Service on regular basis shall remain on probation for a period as prescribed in rule 2-A of the Balochistan Civil Servants (Confirmation) Rules, 2012.

9. **Confirmation.**— After satisfactory completion of the probationary period, a civil servant appointed on probation under rule 8, provided that he holds a substantive post, shall be eligible for confirmation in service or a post or a Basic pay Scale as prescribed in rule 20 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009 and in rule 3 of the Balochistan Civil Servants (Confirmation) Rules, 2012.

10. **Seniority.**— (1) The inter se seniority of the members of the Service appointed to the posts in the same Basic Pay Scale, shall be determined as prescribed in rule 21 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009 and in the Balochistan Civil Servants (Seniority) Rules, 2008.

11. **Liability to Transfer and Serve.**— The members of the Service shall be liable to—

- (a) transfer anywhere in Balochistan; and
- (b) to serve in any department of Government or any local authority or statutory body setup or established by Government:

Provided that where a member of the Service is required to serve in a post outside his Service or cadre, his terms and conditions of service as to his pay shall not be less favourable than those to which he would have been entitled, if he has not been so required to serve.

12. **General Rules.**— In all matters not expressly provided for in these rules, members of the Service shall be governed by such rules as have been or may hereafter be prescribed by the Government and made applicable to them. -

13. **Relaxation.**— Any provision of these rules, for reasons to be recorded in writing, may be relaxed in individual cases, if Government is satisfied that a strict application of the rules would cause undue hardship to the individual concerned:

Provided that wherever such relaxation involves a question on which consultation with the Commission is mandatory, the Commission shall be consulted before the relaxation is made.

14. **Delegation.**— The Government may delegate all or any of its powers under these rules, to any officer subordinate to it.



The Chief Controller,  
Printing and Stationery Department,  
Balochistan, Quetta for publication  
and provision of 20 copies of the Gazette.

BY ORDER OF  
GOVERNOR BALOCHISTAN


CHIEF SECRETARY  
BALOCHISTAN

No.	Even.	Dated.	Even
-----	-------	--------	------

A copy is forwarded for information to:-

1. The Senior Member Board of Revenue Balochistan, Quetta.
2. The Additional Chief Secretary (Dev.), Government of Balochistan, P&D Deptt, Quetta.
3. The Chairman, Balochistan Public Service Commission, Quetta.
4. The Chairman, Chief Minister's Inspection Team, Quetta.
5. The Principal Secretary to Governor Balochistan, Quetta.
6. The Principal Secretary to Chief Minister Balochistan, Quetta.
7. The Secretary, Law and Parliamentary Affairs Department with reference to his letter No. Legis/4-101/Law/84/3434 dated 22<sup>nd</sup> April, 2016.
8. The Secretary, Government of Balochistan, Population Welfare Department, Quetta with reference to his letter No. SO(Estt-II)/BPWD/10(10)/2015/772 dated 29<sup>th</sup> March, 2016.
9. All the Administrative Secretaries to Government of Balochistan\_\_\_\_\_.
10. The Accountant General Balochistan, Quetta.
11. The Deputy Secretary to Chief Secretary Balochistan, Quetta.
12. All the Under Secretary/Section Officers, S&GAD, Quetta.

13. The Private Secretary to Secretary S&GAD, Quetta.
14. The P.A. to Additional Secretary (Regulations), S&GAD, Quetta.
15. The P.A. to Deputy Secretary (Regulations), S&GAD, Quetta.
16. Master file.

  
30.06.16  
Section Officer (Regulations-II)  
S&GAD  
Phone No. 081-9201563



## APPENDIX

(See rules 2 (1) (b) 3 (3), 5 and 7 (1))


Serial No.	Nomenclature and basic pay scale (BPS) of the post	Minimum qualification for initial recruitment	Method of recruitment
1	2	3	4
1	Assistant Sister Tutor, (BPS-14).	<p>(a) Higher Secondary School Certificate in Science from a recognized Board; or</p> <p>Secondary School Certificate in Science from a recognized Board;</p> <p>(b)(i) 24 months Diploma in Family Welfare Worker from a recognized Institute; and</p> <p>(ii) Three (3) months advance training of Family Worker Counselor from a recognized Institute;</p> <p>(iii) having valid registration with Pakistan Nursing Council; and</p> <p>(c) Five (5) months training Course in Teaching Methodology from a recognized Institute.</p>	<p>(a) 50% by promotion from amongst the members of the Service holding the post of Family Welfare Counsellor (BPS-11) having at least three (3) years service as such, on seniority cum fitness basis; and</p> <p>(b) 50% by initial recruitment.</p>
2	Stenographer, (BPS-14).	<p>(a) Bachelor's Degree from a recognized University;</p> <p>(b) typing skill with a speed of at least 35 words per minute;</p> <p>(c) short hand skill with a speed of at least 80 words per minute; and</p> <p>(d) having at least three months Office Automation Certificate in computer operations from a recognized Institute.</p>	By initial recruitment.

3	Projectionist, (BPS-8).	<p>(a) Higher Secondary School Certificate from a recognized Board; and</p> <p>(b) having at least three (3) years experience in operating Audio Visual equipments.</p>	By initial recruitment.
4	Family Welfare Counselor, (BPS-11).	<p>(a) Secondary School Certificate in Science from a recognized Board;</p> <p>(b)(i) 24 months Family Welfare Workers Diploma Course in Family Planning from a recognized Regional Training Institute;</p> <p>(ii) Three (3) months Advance Course of Family Worker Counselor from a recognized Institute; and</p> <p>(c) having valid registration with Pakistan Nursing Council.</p>	<p>(a) 80% by promotion from amongst the members of the Service holding the post of Family Welfare Worker (BPS-8) having at least three (3) years service as such, on seniority cum fitness basis; and</p> <p>(b) 20% by initial recruitment.</p>
5	Senior Clerk (BPS-11).	---	By promotion from amongst the members of the Service holding the post of Junior Clerk (BPS-9) having at least three (3) years service as such, on seniority cum fitness basis.
6	Warden, (BPS-11).	<p>(a) Bachelor's Degree from a recognized University; and</p> <p>(b) having at least five (5) years experience in Hostel/Boarding House Management.</p>	By initial recruitment.
7	Junior Clerk, (BPS-9).	<p>(a) Secondary School Certificate from a recognized Board;</p> <p>(b) typing skill with a speed of at least 30 words per minute; and</p>	(a) 20% by promotion from amongst the members of the Service holding the posts of (BPS-1 to BPS-5) having at least three (3) years service as such,

		(c) preference will be accorded to those who have experience in Computer/IT software applications.	<p>possessing the Secondary School Certificate with typing skill having a speed of at least 30 words per minute;</p> <p>For the purpose of a promotion a common seniority list of all employees (BPS-1 to BPS-5) with reference to their dates of acquiring Secondary School Certificate will be maintained:</p> <p>Provided that:</p> <p>(i) if two or more officials having acquired the Secondary School Certificate on the same date, the official having longer service shall be ranked senior to the other;</p> <p>(ii) if the date of continuous appointment in the case of two or more members of the Service is the same, the older official, if not junior, shall be ranked senior to the younger official; and</p> <p>(iii) if an employee possesses the Secondary School Certificate prior to induction in Service, shall be entitled for seniority from the date of appointment; and</p> <p>(b) 80% by initial recruitment.</p>
8	Family Worker, (BPS-8).	Welfare (a) Secondary School Certificate in Science from a recognized Board;	By initial recruitment.



		<p>(b) 24 months Family Welfare Workers Diploma Course in Family Planning from a recognized Regional Training Institute; and</p> <p>(c) having valid registration with Pakistan Nursing Council.</p>	
9	Family Welfare Assistant (Female), (BPS-5).	Secondary School Certificate in Science from a recognized Board.	By initial recruitment.
10	Family Welfare Assistant (Male), (BPS-5).	Secondary School Certificate in Science from a recognized Board.	By initial recruitment.
11	Driver, (BPS-4).	<p>(a) Middle Examination Certificate;</p> <p>(b) possesses a valid HTV/LTV driving licence issued from the Licensing Authority; and</p> <p>(c) having at least two years experience as driver.</p>	By initial recruitment.
12.	Cook, (BPS-1).	<p>(a) Literate; and</p> <p>(b) experience in Cooking.</p>	By initial recruitment.
13.	Naib Qasid, (BPS-1).	Literate.	By initial recruitment.
14.	Chowkidar, (BPS-1).	Literate.	By initial recruitment.
15.	Mali, (BPS-1).	<p>(a) Literate; and</p> <p>(b) experience in gardening.</p>	By initial recruitment.
16.	Sweeper, (BPS-1).	Literate.	By initial recruitment.
17.	Aya, (BPS-1).	Literate.	By initial recruitment.

  
 Section Officer (Regulation-II)  
 S&GAD  
 Phone No. 081-9201563