Recruitment Rules 7 (1998)
Pb. Secretariat

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PART II

Statutory Notifications (S. R. O.)

GOVERNMENT OF PAKISTAN

KASHMIR AFFAIRS AND NORTHERN AREAS AND STATES AND FRONTIER REGIONS DIVISION

NOTIFICATION

Islamabad, the 20th May, 1998

S. R. O. 527 (I)/98.—In pursuance of sub-rule (2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, read with FPSC Ordinance, 1977, the following method of appointment, qualifications, experience, age limits and other conditions are laid down for appointment to the following posts existing in District Management Service (DMS), Office Management Service (OMS), Legal Advisory Service (LAS) and Miscellaneous Cadre Posts in the Northern Areas Secretariat and under its administrative control under the Kashmir Affairs and Northern Areas and States and Frontier Regions Division :

S. No.	Name of the Posts	BPS
1	2	3
01.	Secretary	19
	District Management Service (DMS)	
02.	(*i*) Deputy Commissioner	18
	(*ii*) Additional Deputy Commissioner	18

Price : Rs. 10.50

[3466 (98)/Ex. Gaz.]

Attested.

Deputy Secretary
Law/Prosecution Wing

Deputy Secretary
Law/Prosecution Wing

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METHOD OF APPOINTMENT

2. The above posts shall be filled as follows :—

S. No.	Name of the Post with BPS	By Promotion	By initial appointment	By Transfer
1	2	3	4	5
01.	Secretary (BPS-19)	50%	—	50% To be filled by Federal Government.
	District Management Service (DMS)			
02.	BPS-18 Posts :			
	(i) Deputy Commissioner	75%	—	25% To be filled by Federal Government from D.M.G.
	(ii) Additional Deputy Commissioner			
	(iii) Election Commissioner			
	(iv) Administrator Zakat and Ushr ..			
	(v) Settlement Officer			
	(vi) Secretary N.A. Council			
03.	BPS—17 Posts :			
	(i) Assistant Commissioner	45%	45%	10% To be filled by the Federal Government from D.M.G.
	(ii) Assistant Settlement Officer ...			
	(iii) Deputy Election Commissioner ..			
	(iv) Treasury Officer..			
04.	BPS-16 Posts :			
	(i) Tehsildar	50%	50%	—
	(ii) Treasury Officer			
	Office Management Service (OMS)			
05.	Deputy Secretary, BPS-18	75%	—	25%
06.	Section Officer, BPS-17	45%	45%	10%
	Legal Advisory Service (LAS)			
07.	Deputy Secretary (Law) BPS-18 ..	100%	—	—
08.	District Attorney, BPS-17	25%	75%	—
09.	Assistant Legal Adviser BPS-16 ..	—	100%	—
	Miscellaneous Cadre Posts			
10.	Private Secretary/P.A. BPS-16 ..	100%	—	—
11.	Administrative Officer BPS-16 (D.C. Office)	100%	—	—
12.	(i) Assistant Secretary, BPS-16 (N.A. Council)	100%	—	—
	(ii) Superintendent, BPS-16 (N.A. Secretariat)	100%	—	—
	(iii) Accountant BPS—16 (N.A. Secretariat).	100%	—	—

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Deputy Secretary
Law/Prosecution/NAB
21/7/2012

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1	2	3	4
04. BPS-16 Posts :			
(i) Tehsildar (ii) Treasury Officer		(i) 90% from Naib Tehsildar/ Qanoongo, BPS-14 ; (ii) 10% from Superintendent BPS-15 working in D.C. Office.	(i) 5 years service in BPS-11 or above ; and (ii) Must have passed departmental promotional examination.
Office Management Service (OMS)			
05. Dy. Secretary, BPS-18			
06. Section Officer (BPS-17)		Section Officer, BPS—17 All Government employees of Northern Areas Secretariat ; and	5 years service in BPS-17. Promotion shall be made through promotional examination as per syllabus ; and
		Assistant, Assistant Incharge Stenotypist, Stenographer and Superintendent, of the attached departments of Northern Areas Secretariat.	Conditions laid down in Schedul-II to this notification.
Legal Advisory Service (LAS)			
07. Deputy Secretary (Law), BPS-18.		District Attorney BPS-17.	5 years service in BPS-17.
08. District Attorney BPS-17.		Assistant Legal Advisor, BPS-16.	3 years service in BPS-16.
Miscellaneous Cadre Posts			
09. Private Secretary/P.A. BPS-16.		Stenographer, BPS-15.	5 years service in BPS-12 and or above.
10. Administrative Officer, BPS-16.		Superintendent, (D.C. Office). BPS-15	5 years service in BPS-11 and above.
11. (i) Assistant Secretary (NA Council).		Assistant Incharge BPS-15, Assistant, BPS-11, (Northern Areas Secretariat).	5 years service in BPS-11 and or above.
(ii) Superintendent, BPS-16 (N.A. Sectt.)		Do.	Do.
(iii) Accountant, BPS-16 (N.A. Sectt).		Do.	Do.

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APPOINTMENT BY TRANSFER

5. Appointment by transfer shall be made by selection from amongst the persons holding appointment on regular basis under the Federal Government in the same basic pay scale in which the post to be filled exists, provided that the person concerned possesses the qualifications and experience prescribed for initial appointment or promotion to the post concerned.

PROBATION

6. Persons appointed by promotion, initial appointment or transfer shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons to be recorded, or if considered necessary, it may be extended for a period not exceeding one year as may be prescribed at the time of appointment. Appointment on probation shall be subject to the provisions of section 6 of Civil Servants Act, 1973.

7. This Notification issues with the concurence of the Chief Executive Northern Areas *vide* their No. NA-II. 3/6/90, dated 2nd April, 1996 and of the FPSC *vide* their letter No. F. 12-10/96-S. dated 28th February, 1998 respectively and supersede S. R. O. No. 627 (I)/90, dated 30th May, 1990, S. R. O. No. 1292 (I)/90, dated 10th December, 1990 and S. R. O. 125 (I)/91, dated 16th February, 1991.

SCHEDULE-II

(*See* Rule-4)

S. No.	Name of the post with BPS.	Qualification & Experience	Age Limit	
			Minimum	Maximum
1	2	3	4	
01.	Secretary (BPS-19)	(*i*) Second Class or Grade 'C' Master's Degree OR Law Graduate ; and (*ii*) 12 years experience of dealing with office Management, Administrative and financial matters; (*iii*) Having knowledge of Government Rules and Regulations relating to administrative and financial matters.	32	40

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1	3	4	
	Legal Advisory Service (LAS).		
07. Deputy Secretary, (Law) BPS-18.	(i) Law Graduate from a recognized University; (ii) 05 years experience as practicing Lawyer/District Attorney or Full time prosecutor on behalf of Government.	25	35
08. District Attorney, BPS-17.	Appointment shall be made on the basis of Examination, as per syllabus and conditions laid down in Schedule-IV to this Notification.		
09. Assistant Legal Advisor, BPS-16.	Appointment shall be made on the basis of Examination as per syllabus and conditions laid down in the Schedule-V to this Notification.		
	Miscellaneous Cadre Posts		
10. Private Secretary/ P.A., BPS-16.	(i) Bachelor's Degree; (ii) 05 years experience of working as stenographer; and should qualify shorthand test with speed of 100 w.p.m. and Typing Test with speed of 50 w.p.m.	21	28
11. Administrative Officer BPS-16 (D.C's Office).	(i) Bachelor's Degree; and (ii) 03 years experience of dealing with Establishment and Accounts' matters.	21	28
12. (i) Assistant Secretary, BPS-16 (N.A. Council).	Do.	21	28
(ii) Superintendent BPS-16 (N.A. Secretariat).	Do.	21	28
(iii) Accountant, BPS-16 (N.A. Secretariat).	Do.	21	28

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Interview (50 Marks)

6. Each candidate who has qualified written portion of the examination shall be interviewed by a Board. The object will be to test the personal qualities, intelligence and alertness of mind.

Qualifying Standard

7. (i) 33% marks in each paper :
40% marks in aggregate :

(ii) 50% marks of Service Records ; and

(iii) 50% marks of interview.

Reserve List

8. The examination will be of competitive nature and no panel will be drawn up for future appointment.

Place of Examination and Interview

9. Giglit Centre.

Note :—The Commission however reserve the right to finally decide the place where the candidate would be examined/interviewed.

SCHEDULE-III

(*See* Rule-4 & Schedule-I)

1. The Commission shall hold combined Competitive Examination exclusively conducted for the *bona fide* residents of the Northern Areas for the posts of Section Officer, Assistant Commissioner and Tehsildar carrying BPS-17/16 (and or any other post which the Commission may fill through this examination). The examination comprises the following :

— Written Examination .. .. 900 Marks

— Viva Voce.. .. .. 300 Marks

Education

2. Bachelor's Degree or equivalent qualification from a recognized University.

Age-Limits

3. Minimum 21 years and Maximum 33 years.

Note :—The upper age limits will be relaxed by a maximum period of 05 years (upto the age of 38 years) in case of Government Servants only who have rendered a minimum of 2 years continuous Government Service on closing date.

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Written Examination

4. This examination shall include compulsory and optional subjects and every candidate shall take all the compulsory subjects and two of the optional subjects.

5. Each subject (compulsory and optional) carries 150 marks and will be of 3 hours duration.

6. A candidate who does not appear in any compulsory paper shall not be allowed to appear in the remaining papers of the examinations.

7. A candidate shall answer the papers in English unless otherwise directed except the papers of Islamiat and Pakistan Studies which may be answered either in Urdu or English.

Compulsory Subjects (600 Marks)

8. (1) English General and Essay.

(2) Urdu General and Essay.

(3) Current Affairs and Pakistan Affairs.

(4) Islamiat (For Muslims)/

Pakistan Studies (For Non-Muslims).

Optional Subjects (300 Marks)

9. A candidate shall take two of the optional subjects with the condition that not more than one subject shall be taken from each group :

Group—A

1. Arabic
2. Persian
3. Urdu Literature.
4. English Literature.

Group—B

5. Islamic History (From Holy Prophet to Present Muslim World).
6. Indian History (Pre-Muslim; Muslim period and British Rule).
7. British History (From 1699 to present time).
8. European History (From 1789 to present time).

Group—C

9. Physics.
10. Chemistry.
11. Botany.

Group—D

16. Economics.
17. Political Science.
18. Geography.

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Interview (50 Marks)

6. Each candidate who has qualified written portion of the examination shall be interviewed by a Board. The object will be to test the personal qualities, intelligence and alertness of mind.

Qualifying Standard

7. (i) 33% marks in each paper :
40% marks in aggregate :

(ii) 50% marks of Service Records ; and

(iii) 50% marks of interview.

Reserve List

8. The examination will be of competitive nature and no panel will be drawn up for future appointment.

Place of Examination and Interview

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Note :—The Commission however reserve the right to finally decide the place where the candidate would be examined/interviewed.

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—	Written Examination	900 Marks
—	Viva Voce..	300 Marks

Education

2. Bachelor's Degree or equivalent qualification from a recognized University.

Age-Limits

3. Minimum 21 years and Maximum 33 years.

Note :—The upper age limits will be relaxed by a maximum period of 05 years (upto the age of 38 years) in case of Government Servants only who have rendered a minimum of 2 years continuous Government Service on closing date.

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6. A candidate who does not appear in any compulsory paper shall not be allowed to appear in the remaining papers of the examinations.

7. A candidate shall answer the papers in English unless otherwise directed except the papers of Islamiat and Pakistan Studies which may be answered either in Urdu or English.

Compulsory Subjects (600 Marks)

8. (1) English General and Essay.

(2) Urdu General and Essay.

(3) Current Affairs and Pakistan Affairs.

(4) Islamiat (For Muslims)/

Pakistan Studies (For Non-Muslims).

Optional Subjects (300 Marks)

9. A candidate shall take two of the optional subjects with the condition that not more than one subject shall be taken from each group :

Group—A

1. Arabic
2. Persian
3. Urdu Literature.
4. English Literature.

Group—B

5. Islamic History (From Holy Prophet to Present Muslim World).
6. Indian History (Pre-Muslim, Muslim period and British Rule).
7. British History (From 1699 to present time).
8. European History (From 1789 to present time).

Group—C

9. Physics.
10. Chemistry.
11. Botany.

Group—D

16. Economics.
17. Political Science.
18. Geography.

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12. Zoology.

13. Geology.

14. Agriculture.

15. Forestry.

Group—E

24. Civil Law.

25. Criminal Law.

26. Muslim Law and Jurisprudence.

27. International Relation.

19. Public Administration.

20. Sociology.

21. Commerce.

22. Psychology.

23. Philosophy.

Group—F

28. Pure Mathematics.

29. Applies Mathematics.

30. Statistics.

Viva Voce (300 Marks)

10. Each candidate will be interviewed by a Board. The object will be to test the personal qualities of the candidate and to assess his/her suitabilities for the services his/her intelligence and alertness of mind, his/her vigour and strength of character and potential qualities of leadership

Qualifying Standard

11. (i) 33% marks in each paper;
40% marks in aggregate; and
(ii) 50% marks in Viva Voce.

Place of Examination

12. Gilgit and Skardu Centre.

Place of Intetview

Gilgit Centre.

Note :—The commission however reserve the right to finally decide the place where the candidates would be interviewed.

SCHEDULE-IV

(*See* Rule-4 & Schedule-I)

1. The post of District Attorney, BPS-17 shall be filled on the basis of examination. The examination comprises the following :

— Written Examination .. 400 Marks

— Viva Voce .. 200 Marks.

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12. Zoology.
13. Geology.
14. Agriculture.
15. Forestry.

Group—E

24. Civil Law.
25. Criminal Law.
26. Muslim Law and Jurisprudence.
27. International Relation.

19. Public Administration.
20. Sociology.
21. Commerce.
22. Psychology.
23. Philosophy.

Group—F

28. Pure Mathematics.
29. Applies Mathematics.
30. Statistics.

Viva Voce (300 Marks)

10. Each candidate will be interviewed by a Board. The object will be to test the personal qualities of the candidate and to assess his/her suitabilities for the services his/her intelligence and alertness of mind, his/her vigour and strength of character and potential qualities of leadership

Qualifying Standard

11. (i) 33% marks in each paper;
40% marks in aggregate; and
(ii) 50% marks in Viva Voce.

Place of Examination

12. Gilgit and Skurdu Centre.

Place of Intetview

Gilgit Centre.

Note :—The commission however reserve the right to finally decide the place where the candidates would be interviewed.

SCHEDULE-IV

(*See* Rule-4 & Schedule-I)

1. The post of District Attorney, BPS-17 shall be filled on the basis of examination. The examination comprises the following :

— Written Examination	400 Marks
— Viva Voce	200 Marks.

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Qualifying Standard

5. (i) 33% Marks in each paper;

40% Marks in aggregate; and

(ii) 50% Marks in Viva Voce.

Place of Examination

6. Gilgit and Skardu Centre.

Place of Interview

Gilgit Centre.

Note :—The Commission reserve the right to finally decide the place where the candidates would be examined or interviewed.

[NA-II. 3/6/90.]

SHAHZAD IQBAL,
Deputy Secretary.

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40% marks in aggregate and

(ii) 50% marks in Viva Voce.

Place of Examination

1. Gilgit and Skardu Centres.

Place of Interview

Gilgit Centre.

Note : The Commission however reserve the right to finally decide the place where the candidate would be examined or interviewed.

SCHEDULE-V

(See Rule-4 & Schedule-I)

1. The post of Assistant Legal Adviser, BPS-16 shall be filled on the basis of examination. The Examination comprises the following :

Written Examination	200 Marks
Viva Voce	200 Marks

Qualification

2. Law Graduate.

Age Limit

3. 21—28 years (relaxable as per rules).

4. The syllabus/papers of the written examination will be as under. Each paper carries 100 marks and will be of 3 hours duration. A candidate may answer the papers in English or Urdu :

(1) *Civil Law* : ....

(i) Qanoon-e-Shahadat.

(ii) Civil Prododure Code.

(iii) Limitation Act.

(2) *Criminal Law* :

(i) Pakistan Penal Code.

(ii) Criminal Procedure Code (Bare Acts to be provided).

(iii) Qanoon-e-Shahadat.

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Deputy Secretary
Law/Prosecution NAs
Gilgit

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