



**GOVERNMENT OF THE PUNJAB  
SERVICES & GENERAL ADMINISTRATION  
DEPARTMENT  
(REGULATIONS WING)**

Dated Lahore, the 14<sup>th</sup> October 2017

**NOTIFICATION**

**No.SOR-III(S&GAD)1-17/2017.** In exercise of powers conferred under section 23 of the Punjab Civil Servants Act, 1974 (*VIII of 1974*), Governor of the Punjab is pleased to make the following rules:

**1. Short title and commencement.**– (1) These rules may be cited as **the Punjab Primary and Secondary Healthcare Department (Integrated Reproductive, Maternal, Neonatal and Child Health) Employees (Dying Cadre) Service Rules 2017.**

(2) They shall come into force at once.

**2. Method of recruitment.**– The method of recruitment, minimum qualification, age limit and other incidental matters for the posts in the functional unit shall be such as are given in the Schedule appended to these rules.

**DR. MUHAMMAD SALEH TAHIR**  
SECRETARY (REGULATIONS) S&GAD

## SCHEDULE

Name of Department	Functional Unit	Name of Post with Basic Scale	Appointing Authority	Qualification for Appointment by		Method of Recruitment	Age for Initial Recruitment		Examination, Training and other conditions required for confirmation
				Initial Recruitment	Promotion		Min.	Max.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Primary and Secondary Healthcare Department	Integrated Reproductive, Maternal, Neonatal & Child Health	(1) Field Program Officer (BS-17)	Administrative Secretary	(i) MBBS degree recognized by Pakistan Medical and Dental Council; <b>or</b> (ii) Master's degree (first division) in Social Work or Sociology from a University recognized by the Higher Education Commission with two years' experience in public health; and, Diploma in Public Health.	-	By initial recruitment	30	40	As prescribed in the Training Manual.
-do-	-do-	(2) Logistic Officer (BS-17)	-do-	(i) Master's degree (second division) or (grade-C) in Public Administration or Business Administration from a University recognized by the Higher Education Commission; and  (ii) two years' experience of logistic work in a Government, Semi Government or a reputable private organization.	-	By initial recruitment	30	40	-do-
-do-	-do-	(3) Superintendent (BS-17)	-do-	-	-	By promotion on the basis of seniority-cum-fitness as per ratio of the strength from amongst the members of service holding the posts of: (a) Assistants with three years' service as such; and (b) Stenographers and Accountants having five years' service as such.	-	-	-do-
-do-	-do-	(4) Assistant (BS-16)	Program Director (IRMNJCH and NP)	Bachelor's degree (second division) from a University recognized by the Higher Education Commission and has proficiency in computer.	-	(i) 50% by initial recruitment; and  (ii) 50% by promotion on the basis of seniority-cum-fitness from amongst the Senior	21	25	-do-

						Clerks working in the respective functional units having five years' service as such.			
-do-	-do-	(5) Stenographer (BS-15)	-do-	(i) Higher Secondary School Certificate (second division) from a recognized Board and has a speed of 80 words per minute in shorthand and 35 words per minutes in type writing; and  (ii) proficiency in Computer.	-	By initial recruitment	20	25	-do-
-do-	-do-	(6) Senior Clerk (BS-14)	-do-	-	-	By promotion on the basis of seniority-cum-fitness from amongst the Junior Clerks having three years' service as such.	-	-	-do-
-do-	-do-	(7) Data Entry Operator (BS-12)	-do-	Intermediate in Computer Science (second division) from a recognized Board with three years' experience in the relevant field.	-	By initial recruitment	18	25	-do-
-do-	-do-	(8) Accountant (BS-11)	-do-	B. Com (Accounts) from a University recognized by the Higher Education Commission and has proficiency in computer.	-	By promotion on the basis of seniority-cum-fitness from amongst the Senior Clerks working in the respective functional units with five years' service as such.  If none is available for promotion, by initial recruitment.	21	25	-do-
-do-	-do-	(9) Cashier (BS-11)	-do-	(i) B.Com (second division) from a University recognized by the Higher Education Commission with three years' experience of cash handling; and  (ii) proficiency in Computer.	-	By initial recruitment	18	25	-do-
-do-	-do-	(10) Junior Clerk (BS-11)	-do-	(i) Higher Secondary School Certificate (second division) from recognized Board with a speed of 30 words per minute in type writing; and  (ii) proficiency in Computer.	Secondary School Certificate from a recognized Board.	(i) 80% by initial recruitment; and  (ii) 20% by promotion on the basis of seniority-cum-fitness from amongst the employees in BS-1 to 4.  If none is available for promotion, by initial recruitment.	18	25	-do-
-do-	-do-	(11) Store Keeper (BS-07)	-do-	Higher Secondary School Certificate (second division) from	-	By initial recruitment	22	25	-do-

				a recognized Board with four years' experience of handling stores in the relevant area.					
-do-	-do-	(12) Supervisor Accounts (BS-07)	-do-	(i) Higher Secondary School Certificate (second division) from recognized Board with knowledge in Computer or office automation;  (ii) three years' experience in accounts in a reputed Organization; and  (iii) a typing speed of 30 words per minute.	-	By initial recruitment	20	28	As may be determined.
-do-	-do-	(13) Lady Health Supervisor (BS-07)	-do-	Female having bachelor's degree (second division) from a University recognized by the Higher Education Commission.	-	By initial recruitment	22	35	-do-
-do-	-do-	(14) Lady Health Worker (BS-05)	-do-	Female who is Middle pass.	-	By initial recruitment	20	35	-do-
-do-	-do-	(15) Driver (BS-4)	-do-	(i) Middle pass;  (ii) has LTV driving licence; and  (iii) five years' experience in the field.	-	By initial recruitment	25	30	-
-do-	-do-	(16) Naib Qasid (BS-1)	-do-	Middle pass.	-	By initial recruitment	18	25	-
-do-	-do-	(17) Sanitary Worker (BS-1)	-do-	Primary pass.	-	By initial recruitment	18	25	-
-do-	-do-	(18) Chowkidar (BS-1)	-do-	Primary pass.	-	By initial recruitment	18	25	-

**SECRETARY (REGULATIONS)  
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