



**SERVICES & GENERAL ADMINISTRATION
DEPARTMENT
(REGULATIONS WING)**

Dated Lahore, the 20th, February 1979

NOTIFICATION

No. SOR-III-1-42/76.- In exercise of the powers conferred by Section 23 of the Punjab Civil Servants Act, 1974, the Governor of the Punjab is pleased to make the following rules, namely:-

1. These rules may be called "The Punjab Forest Department (Ministerial / Executive Posts) Recruitment Rules, 1979.
2. They shall come into force at once.
3. The method of recruitment, minimum qualifications, age limit and other matters related thereto for the posts shall be as given in the schedule annexed.

By Order of the Governor of the Punjab.
Additional Chief Secretary.

¹[The Forest Department Forest Guard (Divisional) Service Rules, 1962 are hereby repealed]

¹ Repealed vide Notification No. III(S&GAD) 1-6/84, dated 04.06.1988.

Name of Department	Functional Unit	Name of Post with Basic Pay Scale	Appointing Authority	Minimum Qualification for Appointment By		Method of Recruitment	Age for Initial Recruitment		Examination/ Training and other conditions required for confirmation
				Initial Recruitment or transfer	Promotion		Min. Year	Max. Year	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Forestry and Wildlife	Forestry (Ministerial)	1. Budget and Accounts Officer	Government	-	-	By promotion from amongst Assistant Accounts Officer in the Office of Chief Conservator of Forest having passed S.A.S. Examination with at least 7 years' experience as such.	-	-	-
-do-	-do-	2. Assistant Statistical Officer	-do-	(i) Master's Degree in Statistics or Mathematics or Economics with Statistics from a recognized University, and (ii) Must qualify statistical aptitude as such prescribed by the Department	-	By initial recruitment	21	31	-
-do-	-do-	3. ² [Accounts Officer]	-do-	-	-	By promotion from amongst Administrative Officer, if no Administrative Officer is found suitable then from amongst the Senior Superintendents / Senior Auditors/Circle Accountants with 3 years'	-	-	-

² Substituted vide Notification No. SOR.III (S&GAD) 1-3/2002, dated 12.05.2002.

						experience as such and five years' experience after the Forest Accounts Examination Prescribed by the Department having been passed.			
-do-	-do-	³ [3-A. Chief Internal Auditor (BS-17)	Administrative Secretary	-	-	By posting / transfer	-	-	-]
-do-	-do-	4. Administrative Officer	-do-	-	-	⁴ [By promotion from amongst Superintendents with at least three years' experience as such.]	-	-	-
-do-	-do-	⁵ [5. Superintendent	Chief Conservator of Forests concerned.	-	-	By Promotion on seniority-cum-fitness basis from amongst Senior Scale Stenographers / Stenographers and Assistants at 1:2 ratio respectively as under:- (i) Assistants with 5 years' service as such having passed the departmental examination prescribed by the Department with 2 years' experience in Forest Accounts. (ii) Senior Scale Stenographers / Stenographers with 5 years' service as such who have passed the	-	-	-

³ Added vide Notification No. SOR-III(S&GAD) 1-3/2002, dated 15.05.2007.

⁴ Substituted vide Notification No. SOR.III(S&GAD)1-3/2002, dated 12.05.2002.

⁵ Substituted vide Notification No. SOR-III(S&GAD)1-8/90, dated 25.07.1995.

						Departmental examination prescribed for Assistants. Note: - Senior Scale Stenographer would first be promoted and in case no Senior Scale Stenographer is available only then Stenographer would be eligible for promotion to the post of Superintendent.]			
-do-	-do-	6. Junior Superintendent	Ditto	-	-	By promotion from amongst Assistants in the Forest Department with 5 years experience as such and 2 years experience in Forest Accounts and departmental examination prescribed by the Department having been passed.	-	-	Superintendent Examination
-do-	-do-	7. Assistant	Chief Conservator of Forest in HQ's Office/ Conservator of Forests in Circle concerned / Budget and Accounts Officer in Budget and Accounts Office.	-	-	By Promotion from amongst the junior / Senior Clerks in respective functional unit with 3 years experience as such and Senior Clerks Examination having been passed.	-	-	Assistant Examination

-do-	-do-	8. Junior Auditor	Budget and Accounts Officer	-	-	By promotion from amongst the Senior Clerks in the Forest Department with 3 year experience in Forest Accounts having been passed Senior Clerks Examination.	-	-	-
-do-	-do-	9 Senior Clerk	Chief Conservator of Forests in HQ's Office / Conservator of Forest in Circle concerned / Budget & Accounts Officer in Budget & Accounts Office.	-	-	By Promotion from amongst the Junior Clerks with atleast 2 years experience as such in respective functional unit.	-	-	Senior Officer's Examination
-do-	-do-	10. Junior Clerk	Chief Conservator of Forests in HQ's Office / Conservator of Forest in Circle concerned / Divisional Forests officer in Divisional Offices / Manager Jallo Rosin Factory / Principal	(i) Matriculation or equivalent qualification from a recognized University or Board;and (ii) A speed of 25 w.p.m. in typing	-	By initial recruitment	18	25	Junior Clerk Examination

			concerned / Budget and Accounts Officer in case of Manager's Office, Forest Schools and Budget & Accounts Office respectively.						
-do-	-do-	11. Senior Scale Stenographer	Chief Conserator of Forests.	-	-	By promotion from amongst Stenographers in the Punjab Forests Department with 3 years experience as such.	-	-	-
-do-	-do-	12. Stenographer	Chief Conservator of Forests in HQ's Office / Conservator of Forest in Circle concerned / Budget & Accounts Officer in Budget & Accounts Office.	-	-	By promotion from amongst Stenotypists with a minimum speed of (a) 100 w.p.m. in shorthand and in English and (b) 40 w.p.m. in typewriting.	-	-	-
-do-	-do-	13. Steno-typist	Chief Conservator of Forests in HQ's Office / Conservator of Forest in	(i) Matriculation or equivalent qualification from a recognized Univesity or Board;	-	By initial recruitment	18	25	-

			Circle concerned / Budget & Accounts Officer in Budget & Accounts Office.	and (ii) A speed of 80 w.p.m. in Shorthand in English; and 35 w.p.m. in typewriting.					
-do-	-do-	14. Head Draftsman	Chief Conservator of Forests	-	-	By promotion from amongst Draftsmen in Forests Department with 5 years experience as such.	-	-	-
-do-	-do-	15. Draftsman	Chief Conservator of Forests in HQ's Office / Conservator of Forest in Circle concerned / Divisional Forests Officer in Divisional Office.	Diploma or Certificate in Draftsmanship from a recognized Institute	-	(i) 80 % by initial recruitment; and (ii) 20% by promotion from amongst Tracers with 5 years experience as such.	18	25	-
-do-	-do-	16. Tracer	Chief Conservator of Forests in HQ's Office / Conservator of Forest in Circle concerned / Divisional Forests Officer in Divisional Office.	Matriculation with Drawing as one of the Subjects from a recognized University or Board.		By initial recruitment	18	25	-

-do-	-do-	17. Commercial Accountants	Chief Conservator of Forests concerned.	B.Com. or S.A.S	-	By initial recruitment or by transfer	20	26	-
-do-	-do-	18. Curators	Chief Conservator of Forests concerned.	Matriculation with Science having 3 years experience of handling matematical instruments and other stores in College / Institute and having sufficient experience to operate 16 M.M. Film Projector.	-	By initial recruitment	18	25	-
-do-	-do-	19. Librarian	-do-	(i) Intermediate or an equivalent qualification from a recognized Board. (ii) Certificate in Library Science from a recognized Institute	-	By initial recruitment	18	25	-
-do-	-do-	20. Operator Stencil Scanner.	-do-	-	-	By promotion from amongst peons who are middle pass and having experience to operate the duplicator and electronic stencil scanner.	-	-	-
-do-	-do-	21. Daftri	Administrative Officer in HQ's Office / Conservator of Forests in	-	-	By promotion from amongst peons who are middle pass and having experience to operate duplicator.	-	-	-

			Circle concernec.						
-do-	-do-	22. Peon	Administrativ e Officer in HQ's Office / Conservator of Forests in Circle concernec Divisional Forests Officer in Divisional Office / Principal in Forests School / Budget & Accounts Officer in Budget and Accounts office / Manager Jallo Rosin Factory in his Office.	Should be literate.	-	By initial recruitment	18	25	-
-do-	-do-	23. Chowkidar	Ditto	-	-	Ditto	18	35	-
-do-	-do-	24. Mali	Ditto	Experience in gardening	-	Ditto	18	35	-

-do-	-do-	25. Dak Runner	Ditto	Literate Should know cycling.	-	Ditto	18	35	-
-do-	-do-	26. Sweeper	Ditto	-	-	Ditto	18	25	-
⁶ [-do-	-do-	27. Chief Conservator of Forests.	Government	-	-	By promotion on the basis of selection on merit from amongst persons holding posts of Conservators of Forests with 5 years' experience as such.	-	-	-
-do-	-do-	28. ⁷ [Conservator of Forests /Administrative LNP, Director Forest Service Academy (BS-19)]	-do-	-	-	By promotion on the basis of selection on merit from among persons holding the posts of Division Forest Officers having 7years's experience as such.	-	-	-
-do-	-do-	29. ⁸ [Divisional Forest Officer/Principal Forest School/Director Marketing (BS-18)]	Government	-	-	By promotion on the basis of selection on merit from among person holding the posts of sub-Divisional Forest Officers having 5 years 'experience as such and who have passed the departmental examination prescribed for confirmation as Sub-Divisional Forest Officer.	-	-	-

⁶ Sr. No. 27 to 32 (columns 3 to 10) inserted vide Notification No. SOR-III-I-32/71, dated 18th January, 1984.

⁷ Substituted vide Notification No. SOR-III(S&GAD)1-3/2002(P), dated 18.01.2017.

⁸ Substituted vide Notification No. SOR-III(S&GAD)1-3/2002(P), dated 18.01.2017.

-do-	-do-	30. ⁹ [Sub-Divisional Forest Officer (BS-17)]	-do-	(i) Degree in physical and Natural Science. (ii) M.Sc. Degree in Forestry from a recognized University.	(i) ¹⁰ [Degree or Diploma or Certificate in Forestry from a recognized University / Institute / School; and (ii) Five years 'experience as Forest Ranger.]	(i) 50% by initial recruitment; and (ii) 50% by promotion on the basis of seniority-cum-fitness from among Forest Rangers ¹¹ [who have passed the departmental examination prescribed for confirmation as Forest Ranger.] Note:- In case of initial recruitment persons possessing degree in Physical and Natural Sciences shall be selected is stipendiary candidates and will have obtained Master's Degree in Forestry from a recognized University.	19	26	Professional examination for confirmation as prescribed.
-do-	-do-	31. Deputy Director Information	-do-	(i) Master's Degree in Journalism & (ii) 8 years' experience in Journalism or	-	By initial recruitment or by transfer	30	35	-

⁹ Substituted vide Notification No. SOR-III(S&GAD)1-3/2002(P), dated 18.01.2017.

¹⁰ Sr. No. 27 to 32 (columns 3 to 10) inserted vide Notification No. SOR-III-I-32/71, dated 18th January, 1984.

¹¹ Substituted vide Notification No. SOR.III(S&GAD)1-6/84, dated 04.06.1988.

				Publicity in a Government Office, News Agency or Newspaper.					
-do-	-do-	32. Assistant Entomologist.	Government	M.Sc (2 nd Division) in Botony, Zoology or Agriculture with Entomology as a major subject.	-	By initial recruitment	22	35	-]
-do-	-do-	¹² [33.] Forest Ranger (NPS-16)	Government	Degree in Forestry from a recognized University / Forest Institute.	-	Ditto Note: Persons possessing the qualification of F.Sc (2 nd Division) and between the age of 18 to 25 years shall be selected as a pendiary candidates and will be appointed to the post after they obtain Bachelor's Degree in Forestry.	20	25	Departmental Examination in:- (i) Forest Law (ii) Procedure & Accounts
-do-	-do-	¹³ [34.] Forester	¹⁴ [Divisional Forest Officer / District Officer (Forest) concerned]	¹⁵ [(i) Matric (2 nd Div) with Science or equivalent qualification from a recognized Board; and (ii) Diploma in forestry (2 years) from a recognized Forest School or Institute.]	-	(i) 50% by initial recruitment; and (ii) 50% by promotion from among Forest Guards with 5 years experience as such in the respective functions unit.	19	26	-do-

¹² Re-numbered as 33 vide Notification No . SOR-III-I-32/71, dated 18.01.1984.

¹³ Re-numbered as 33 vide Notification No . SOR-III-I-32/71, dated 18.01.1984.

¹⁴ Substituted vide Notification No. SOR.III(S&GAD)1-3/2002, dated 06.09.2002.

¹⁵ Replaced vide Notification No. SOR.III(S&GAD)1-6/84, dated 04.06.1988.

¹⁶ [-do-	-do-	35. Database Administrator (BS-17)	Administrative Secretary	(i) Masters' degree (first division or Grade-B) in Computer Science or Information Technology or four years Bachelors' Degree (first division or Grade-B) in Computer Science or Information Technology from an HEC recognized University; (ii) Two years experience in the field of Electronic Data Processing, IT, System Analysis, Computer Programming or Administration of Database; and (iii) Certified Database Administrator preferably oracle certified.	-	By initial recruitment.	23	30	As may be prescribed by the Government.]
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¹⁶ Inserted vide Notification No. SOR-III9S&GAD)1-3/2002, dated 08.03.2013.

-do-	-do-	36. Assistant Printer	Ditto	(i) Matriculation from a recognized University or Board; and (ii) Diploma/Certificate of printing from a recognized Institute or 3 years practical experience in printing.	-	Ditto	19	26	-
-do-	-do-	37. Photographer	Ditto	(i) Matriculation or equivalent qualification from a recognized University or Board; and (ii) Five years' experience in still Photography and developing printing, etc.	-	By initial recruitment	20	30	-
-do-	-do-	38. Projectionist	Ditto	(i) Matriculation or equivalent qualification from a recognized University or Board; and (ii) Five years experience in operating film Projects or of all kind.	-	Ditto	20	25	-
-do-	-do-	39. Library Assistant	Ditto	(i) Matriculation or equivalent qualification from a recognized University or Board; and	-	Ditto	18	25	-

				(ii) One years practical experience maintaining reference books, press clippings and publicity material.					
		40. Calligraphist	Divisional Forest Officer	(i) Matriculation or equivalent qualification from a recognized University or Board; and (ii) Experience of Vandyke and off set calligraphy.	-	By initial recruitment	18	25	-
		41. Dark Room Assistant	Ditto	(i) matriculation or equivalent qualification from a recognized university or board; and (ii) one year's practical knowledge of photography and development and of printing film: or (iii)middle pass with 3 years' experience of Photography and developing and printing film.	-	Ditto	18	25	

NOTIFICATION

No.SOR-III(S&GAD)1-3/2002(P) In exercise of the powers conferred under section 23 of the Punjab Civil Servants Act, 1974 (VIII of 1974), Governor of the Punjab is pleased to direct that in the Punjab Forest Department (Ministerial/Executive Posts) Recruitment Rules, 1979, the following amendments shall be made:

AMENDMENTS

In the said rules, in the Schedule, after Sr. No. 65, in column Nos. 1 to 10, the following entries at Sr. Nos. 66 to 68 shall be inserted:

Name of Department	Functional Unit	Name of Post with Basic Pay Scale	Appointing Authority	Minimum Qualification for Appointment		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.
Forestry, Wildlife & Fisheries	Forestry Executives	¹⁷ [65. Forest Guard	Divisional Forest Officer concerned	(a) Matrix (2 nd Div) with Science or equivalent qualifications from a recognized Board; and (b) A certificate in Forestry after successful completion of one year's training from a	-	By initial recruitment	18	25	-]

¹⁷ Inserted vide Notification No. SOR.III(S&GAD)1-6/84, dated 04.06.1988.

				recognized Forest School.					
¹⁸ [Forestry, Wildlife & Fisheries	Forestry Executives	66. GIS Manager (BS-18)	Administrative Secretary	(i) MS in Space Science or Remote Sensing and GIS (second division) from a recognized University with three years' experience in the line including one year's experience of use of GIS application in the field of forestry or other natural resources	-	By initial recruitment.	26	32	As may be prescribed by the Government.

¹⁸ Sr. No. 66, 67 & 68 inserted vide Notification No. SOR-III(S&GAD)1-3/2002(P), dated. 24.12.2014

				<p>;</p> <p>(ii) M.Sc. in Space Science or GIS (second division) from a recognized University with five years' experience in the line including one year's experience of use of GIS application in the field of forestry or other natural resources ; or</p> <p>(iii) BS (four years program) in Space Science (second division) from a recognized</p>					
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				d Universit y with five years' experienc e in the line including one year's experienc e of use of GIS applicatio n in the field of forestry or other natural resources .					
-do-	-do-	67. GIS Analyst/ Data Analyst (BS-17)	-do-	(i) M.Sc. in Space Science or GIS (second division) from a recognized University with two years' experience in the line including one year's experience of use of GIS	-		24	30	-do-

				<p>application in the field of forestry or other natural resources; or</p> <p>(ii) BS (four years program) in Space Science (second division) from a recognized University with two years' experience in the line including one year's experience of use of GIS application in the field of forestry or other natural resources.</p>					
-do-	-do-	68. Computer Operator (BS-12)	CF Development and Working plan, Lahore.	(i) Intermediate in Computer Science (ICS) (second division) from a	-	18	25	-do-]	

				<p>recognized Board; and</p> <p>(ii) having at least three months computer training course in MS Office from TEVTA or any other recognized institute with a speed of 30 words per minute in typing on computer.</p>					
¹⁹ [Forestry, Wildlife and Fisheries Department	Forestry technical	69. Jeep Driver (BS-4)	Conservator of Forests/Administrator, Lal Sunhara National Park/Director PRFI/Director Forest Education/Divisional Forest Officer/Director Budget and Accounts/Administrative Officer	<p>(i) Middle pass;</p> <p>(ii) Has valid LTV driving licence; and</p> <p>(iii) Has three years LTV driving experience.</p>	-	<p>(i) 50% by initial recruitment.</p> <p>(ii) 50% by promotion from amongst Cleaners/Naib Qasids/Chwokidars and Malis having valid LTV driving licence</p>	25	25	As may be prescribed by the Government.

¹⁹ Sr. No. 69, 70, 71, & 72 inserted vide Notification No.SOR-III(S&GAD)1-3/2002(P), dated 09.11.2016.

-do-	-do-	70. Fire Fighter/ Fireman (BS-3)	Divisional Forest Officer/DFO Pest Control/Principal Forest School/Director Marketing/Deputy Director Concerned.	(i) Middle pass; (ii) Has completed Firefighting course from a recognized institute; and (iii) Has good physique with minimum height 5'-6" and chest 32"-34".	-	By recruitment. initial	18	25	-do-
-do-	-do-	71. Cleaner (BS-1)	-do-	(i) Middle pass; (ii) has valid LTV or HTV driving licence.	-	-do-	25	35	-do-
-do-	-do-	72. Depot Watcher (BS-1)	-do-	(i) Literate; and (ii) has good physique with minimum height 5"-6' and chest 32"-34".	-	-do-	18	25	-do-]