



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

Dated Lahore, the 22nd January, 2016

NOTIFICATION

No.SOR-III(S&GAD)1-11/2008. 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 make the following rules:

- 1. Short title and commencement.**—(1) These rules may be cited as the Punjab Katchi Abadis (Service) Rules 2016.
(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 of the Functional Unit shall be such as given in the Schedule appended to these rules.
- 3. Repeal.**— The Punjab Local Government & Community Development Department, Directorate General Katchi Abadis Recruitment Rules, 1993 are hereby repealed.

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

SCHEDULE

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 ¹ recruitment	Promotion ²		Min.	Max.	
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.
Colonies Department	Directorate General of Katchi Abadis Punjab	1. Director General (BS-20)	Chief Minister	-	-	By posting from S&GAD.	-	-	-
-do-	-do-	2. Director (BS-18)	Member Colonies	-	-	(i) 50% by promotion on the basis of seniority-cum-fitness from amongst Assistant Directors in the functional unit having five years' service as such; and (ii) 50% by posting of officers from S&GAD.	-	-	-
-do-	-do-	3. Executive Engineer / Director Engineering (BS-18)	-do-	-	-	By posting of equivalent rank officers from engineering department of the Government.	-	-	-
-do-	-do-	4. Assistant Director (BS-17)	-do-	-	-	(i) 50% by promotion on the basis of seniority-cum-fitness from amongst Superintendents in the functional unit having five years' service as	-	-	-

¹ Printed in the Gazette notification as "initial"

² Printed in the Gazette notification as "promotion"

						such; and (ii) 50% by posting of suitable officers from S&GAD.			
-do-	-do-	5. Assistant Director (Accounts) (BS-17)	-do-	-	-	By posting of suitable officers from Finance Department.	-	-	-
-do-	-do-	6. Assistant Director Community Development (BS-17)	-do-	Master's degree (second division) in Social Work, Sociology or Rural Sociology from a University recognized by Higher Education Commission.	-	By initial recruitment.	21	30	-
-do-	-do-	7. ³ [Superintendent (BS-17)	-do-	-	-	By promotion on the basis of seniority-cum-fitness from amongst Assistants (BS-16), Accountants (BS-12) and Senior Scale Stenographers (BS-16) having five years' service as such.]	-	-	-
-do-	-do-	8. [⁴ *****]	-do-	-	-	*****].	-	-	-
-do-	-do-	9. Stenographer (BS-14)	Director General	(i) Higher Secondary School Certificate (second division) from recognized Board; and (ii) the speed at the rate of 90 words per	-	By initial recruitment.	18	25	-

³ Amended vide S&GAD's Notification No.SOR-III(S&GAD)1-11/2008 dated 28.06.2016 and published in the Punjab Gazette 03.08.2016

⁴ Omitted vide S&GAD's Notification No.SOR-III(S&GAD)1-11/2008 dated 28.06.2016 and published in the Punjab Gazette 03.08.2016

				<p>minute in shorthand and 40 words per minute in typing in English.</p> <p>Preference shall be given to those who have speed at the rate of 50 words per minute in shorthand of Urdu and 25 words per minute in typing of Urdu.</p>					
-do-	-do-	10. Assistant (BS-14)	Director General	Graduation (second division) from a University recognized by Higher Education Commission.	-	(i) 25% by initial recruitment; and (ii) 75% by promotion on the basis of seniority-cum-fitness from amongst Senior Clerks (BS-9) having three years' service as such.	18	25	-
-do-	-do-	11. Accountant (BS-12)	-do-	B.Com (second division) from a University recognized by Higher Education Commission.	-	By initial recruitment.	18	25	-
-do-	-do-	12. Senior Clerk (BS-9)	-do-	-	-	By promotion on the basis of seniority-cum-fitness from amongst Junior Clerks (BS-7) having two years' service as such.	-	-	-
-do-	-do-	13. Junior Clerk (BS-7)	Director	Secondary School Certificate (second division) from a recognized Board with speed at the rate of 25 words per minute in typing.	-	(i) 80% by initial recruitment; and (ii) 20% by promotion on the basis of seniority-cum-fitness from amongst Daftries (BS-2), Naib Qasids (BS-1) and Chowkidars (BS-1)	18	25	-

						who possess the qualification prescribed for initial recruitment.			
-do-	-do-	14. Tracer (BS-5)	-do-	Secondary School Certificate (second division) from a recognized Board with Tracer Certificate from a recognized institution.	-	By initial recruitment.	18	25	-
-do-	-do-	15. Driver (BS-4)	-do-	(i) Middle pass; (ii) L.T.V. driving license ⁵ ; and (iii) having five years' experience of L.T.V. driving.	-	By initial recruitment.	25	35	-
-do-	-do-	16. Daftri (BS-2)	-do-	-	-	By promotion on the basis of seniority-cum-fitness from amongst Naib Qasids (BS-01), who possess Secondary School Certificate.	-	-	-
-do-	-do-	17. Naib Qasid (BS-1)	-do-	Literate.	-	By initial recruitment.	18	25	-
-do-	-do-	18. Chowkidar (BS-1)	-do-	Literate.	-	By initial recruitment.	18	25	-
-do-	-do-	19. Sweeper (BS-1)	-do-	Literate.	-	By initial recruitment.	18	25	-

**SECRETARY (REGULATIONS)
GOVERNMENT OF THE PUNJAB
S&GA DEPARTMENT**

⁵ Printed in the Gazette Notification as "licence"