

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No. 7/6/2002-R-6 (Pt-II)

Islamabad, the 11th January, 2017

OFFICE MEMORANDUM

Subject: - UP-GRADATION OF MINISTERIAL POSTS

The undersigned is directed to refer to the subject noted above and to say that Ministries/Divisions of the Federal Government have sought different clarifications from Establishment Division. The matter has been examined and it is decided that consolidated reply shall be given to all. Therefore, the clarifications and the reply of this Division on same are as under: -

CLARIFICATIONS

- (i) The existing Assistant-In Charge have been granted BS-16 as one time dispensation and the posts are declared as dying cadre. After the retirement of existing Assistant in Charge who have been granted BS-16 the posts become vacant. what will be the status/fate of these posts?
- (ii) Whether the facility of up-gradation is applicable only to the employees of Ministries/Divisions or it is also applicable to employees of Attached Departments/ Subordinate Offices.
- (iii) Whether required training shall be a pre-requisite to the up-gradation or otherwise.
- (iv) Will the officials on deputation also be up-graded at their place of present posting or they will be repatriated to their parent department for up-gradation.
- (v) The post of Assistant/UDC/LDC working on contract basis will also be up-graded or otherwise?

REPLY

- (i) It is up to the administrative Ministry / Division to convert the same post in to the post of Assistant in consultation with Finance Division.
- (ii) The uniform Recruitment Rules of ministerial staff are applicable to all Ministries/ Divisions/ Departments of the Federal Government.
- (iii) Training is mandatory in the event of promotion and initial appointment. For initial appointment after selection before completion of probation period and for promotion before consideration for promotion passing of prescribed training is mandatory.
- (iv) The officials on deputation also stand up-graded at their place of present posting.
- (v) Project staff / contract employees which have been appointed in the prescribed manner are also entitled to the benefits of this up-gradation, if it is not in conflict with their terms of appointment.

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By: To: (D.S.)/Admin
Date: 17/01/2017

