



SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT
(Regulations Section-II)

Dated Quetta, the 3rd April, 2017

NOTIFICATION

No.SOR-II(1)14/2017-S&GAD/1965-54. In exercise of powers conferred by Section 25 of the Balochistan Civil Servants Act, 1974 (Act No. IX of 1974), the Government of Balochistan is pleased to make the following rules regulating the recruitment to the Balochistan Cooperatives Department (BPS-1 to 15) Service, and prescribing conditions of service for the persons appointed thereto, namely:-

**THE BALOCHISTAN COOPERATIVES DEPARTMENT
(BPS-1 TO 15) SERVICE RULES, 2017**

Service Rules No. XXIX of 2017

PART-I-GENERAL

1. **Short title and commencement** — (1) These rules may be called: "the Balochistan Cooperatives Department (BPS-1 to 15) Service Rules, 2017".

(2) They shall come into force at once.

2. **Definitions**. — (1) In these rules, unless there is anything repugnant in the subject or context,-

- (a) "Act" means the Balochistan Civil Servants Act, 1974 (Act No. IX of 1974);
- (b) "Appendix" means the Appendix annexed to these rules;
- (c) "Appointing Authority" means the appointing authority as specified in rule 4;
- (d) "Board" means a Board of Intermediate and Secondary Education established by law in Pakistan or any other educational authority or institution declared by Government in consultation with Commission to be a Board for the purpose of these rules;
- (e) "Basic Pay Scale (BPS)" means the Basic Pay Scale of a post as specified in column 2 of the Appendix and such other post in the Service as may be specified by the Government from time to time for the purpose of these rules;
- (f) "Commission" means the Balochistan Public Service Commission;
- (g) "Department" means the Balochistan Agriculture and Cooperatives Department;
- (h) "Government" means the Government of Balochistan;
- (i) "Initial recruitment" means appointment made otherwise than by promotion or transfer from another Service/Department/Post;
- (j) "Post" means a post as specified in column 2 of the Appendix and such other post in the Service as may be specified by the Government from time to time for the purpose of these rules;

- (k) "**Recognized Institute**" means any institute established by law in Pakistan or any other Institute declared by the Government in consultation with the Commission to be a recognized Institute for the purpose of these rules;
- (l) "**Recognized University**" means any University established by law in Pakistan or any other University declared by the Government in consultation with the Commission to be a recognized University for the purpose of these rules;
- (m) "**Rules**" means the Balochistan Cooperatives Department (BPS-1 to 15) Service Rules, 2017;
- (n) "**Service**" means the Balochistan Cooperatives Department (BPS-1 to 15) Service; and
- (o) "**Selection/Promotion Committee**" means the Selection/Promotion Committees constituted by the Department under the rule 5 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009.

(2) Words and expressions used but not defined herein above sub-rule (1), unless the context otherwise requires, shall have the same meanings as assigned to them in the Act.

PART-II-RECRUITMENT

3. **Eligibility and Composition of the Service.** — (1) No person who is married to a foreign national shall be eligible for appointment to the Service.

(2) The restriction imposed hereinabove sub-rule (1), may be relaxed by Government in case of a person who is married or proposed to marry a foreign national of any country recognized by the Government of Pakistan.

(3) The Service shall comprise of the posts as specified in column 2 of the Appendix and such other posts as may be determined by Government from time to time.

4. **Appointing Authority.** — Appointment to the posts in the Service shall be made by the appointing authority as specified in rule 4 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009.

5. **Method of Recruitment.** — (1) The appointment to the posts and Basic Pay Scales of the post in the Service shall be as specified in column 4 of the Appendix.

(2) All the posts for initial recruitment shall be filled from amongst the candidates domiciled/local of Balochistan.

6. **Age.** — No person, who is less than 18 years or more than 28 years of age shall be appointed to the Service by initial recruitment:

Provided that only the upper age limit may be relaxed in terms of rules 3 and 4 of the Balochistan Government Initial Appointment to Civil Service Posts (Age and Relaxation of Upper Age Limit), Rules, 2012.

13. **Relaxation.**— Any provision of these rules, for reasons to be recorded in writing, may be relaxed in individual cases, if Government is satisfied that a strict application of the rules would cause undue hardship to the individual concerned:

Provided that wherever such relaxation involves a question on which consultation with the Commission is mandatory, the Commission shall be consulted before the relaxation is made.

14. **Delegation.**— The Government may delegate all or any of its powers under these rules, to any officer subordinate to it.

15. **Repeal.**— The Balochistan Cooperative Department (Grade 1-15) Service Rules, 1982, are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN
CHIEF SECRETARY
BALOCHISTAN

The Chief Controller,
Printing and Stationery Department,
Balochistan, Quetta for publication
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A copy is forwarded for information to:-


1. The Senior Member, Board of Revenue Balochistan, Quetta.
2. The Additional Chief Secretary (Dev.), GoB, P&D Department, Quetta.
3. The Chairman, Chief Minister's Inspection Team, Quetta.
4. The Chairman, Balochistan Public Service Commission, Quetta.
5. The Principal Secretary to Governor Balochistan, Quetta.
6. The Principal Secretary to Chief Minister Balochistan, Quetta.
7. The Secretary, GoB, Law and Parliamentary Affairs Department, Quetta with reference to his letter No.Legis:4-81/Law/82/2871 dated 1st March, 2017.
8. The Secretary, GoB, Agriculture and Cooperatives Department, Quetta with reference to his letter No.SOA-Estt:II/3-29/2011/154-55 dated 9th February, 2017.
9. All the Administrative Secretaries, to Government of Balochistan
10. The Accountant General Balochistan, Quetta.
11. The Deputy Secretary (Staff) to Chief Secretary Balochistan, Quetta.
12. All the Under Secretaries/Section Officers in S&GAD, Quetta.
13. The Private Secretary to Secretary S&GAD, Quetta.
14. The P.A to Additional Secretary (Regulations) S&GAD, Quetta.
15. The P.A to Deputy Secretary (Regulations) S&GAD, Quetta.
16. Master File.



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APPENDIX

{See Rules 2 (1) (b) 3 (3), 5 & 7 (1)}

Serial No.	Nomenclature and basic pay scale (BPS) of the post	Minimum qualification for initial recruitment	Method of recruitment
1	2	3	4
1.	Stenographer, (BPS-14).	(a) Bachelor's Degree from a recognized University; (b) typing skill in English and Urdu with a speed of at least 35 words per minute; (c) short hand skill with a speed of at least 80 words per minute; and (d) having at least three months Office Automation Certificate in computer operations from a recognized Institute.	By initial recruitment.
2.	Senior Clerk, (BPS-14). 	---	By promotion from amongst the members of the Service holding the post of Junior Clerk (BPS-11) having at least three (3) years' service as such, on seniority cum fitness basis; however, the members promoted as Junior Clerk from (BPS-1 to 5) having qualification of Higher Secondary Schools Certificate will be considered for promotion as Senior Clerk; Provided that the members unable to acquire Higher Secondary Schools Certificate shall not be eligible for promotion and if deferred twice for promotion by the competent forum will stand superseded.
3.	Inspector (BPS-11).	Bachelor's Degree in Economics or Commerce or Agriculture from a recognized University	(a) 75% by promotion from amongst the members of the Service holding the post of Sub Inspector (BPS-5) having cleared/ passed the mandatory Departmental Training Course from the Cooperative Training College/ Institute in three (3) consecutive

			attempts for next higher grade promotion with at least five (5) years' service as such, on seniority cum fitness basis; and
			(b) 25% by initial recruitment
4.	Lady Inspector, (BPS-11).	Bachelor's Degree in Economics or Commerce or Agriculture from a recognized University	<p>(a) 75% by promotion from amongst the members of the Service holding the post of Lady Sub Inspector (BPS-5) having cleared/ passed the mandatory Departmental Training Course from the Cooperative Training College/ Institute in three (3) consecutive attempts for next higher grade promotion with at least five (5) years' service as such, on seniority cum fitness basis; and</p> <p>(b) 25% by initial recruitment.</p>
5.	Junior Clerk, (BPS-11).	<p>(a) Higher Secondary School Certificate from a recognized Board;</p> <p>(b) typing skill in English and Urdu with a speed of at least 30 words per minute; and</p> <p>(c) preference will be accorded to those who have experience in Computer / IT software applications and Urdu typing skill.</p>	<p>(a) 20% by promotion from amongst the members of the Service holding the posts of (BPS-1 to BPS-5) having at least three (3) years' service as such, possessing the Secondary School Certificate with typing skill in English and Urdu having a speed of at least 30 words per minute;</p> <p>For the purpose of promotion a common seniority list of all employees (BPS-1 to BPS-5) with reference to their dates of acquiring Secondary School Certificate will be maintained:</p> <p>Provided that:</p> <p>(i) if two or more officials having acquired the Secondary School Certificate on the same date, the official having</p>



			<p>longer service shall be ranked senior to the other;</p> <p>(ii) if the date of continuous appointment in the case of two or more members of the Service is the same, the older official, if not junior, shall be ranked senior to the younger official; and</p> <p>(iii) if an employee possesses the Secondary School Certificate prior to induction in Service, shall be entitled for seniority from the date of appointment; and</p> <p>(b) 80% by initial recruitment.</p>
6.	Sub Inspector, (BPS-5).	Secondary School Certificate from a recognized Board.	By initial recruitment.
7.	Lady Sub Inspector, (BPS-5).	Secondary School Certificate from a recognized Board.	By initial recruitment.
8.	Driver, (BPS-4).	<p>(a) Middle Certificate;</p> <p>(b) possesses a valid HTV/LTV driving licence issued from the Licensing Authority; and</p> <p>(c) having at least two years' experience as driver.</p>	By initial recruitment.
9.	Naib Qasid, (BPS-1).	Literate.	By initial recruitment.
10.	Lady Naib Qasid, (BPS-1).	Literate.	By initial recruitment.
11.	Chowkidar, (BPS-1).	Literate.	By initial recruitment.
12.	Sweeper, (BPS-1).	Literate.	By initial recruitment.



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