

The Gazette of Pakistan

EXTRAORDINARY

PUBLISHED BY AUTHORITY

KARACHI, THURSDAY, FEBRUARY 20, 2003

PART II

Statutory Notifications containing Rules and Orders issued by all Ministries and Divisions of the Government of Pakistan and their Attached and Subordinate Offices and the Supreme Court of Pakistan

GOVERNMENT OF PAKISTAN

MINISTRY OF DEFENCE

(Defence Division)

NOTIFICATION

Rawalpindi, the 11th January, 2003

S.R.O. 16 (KE)/2003 :

In exercise of the powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualifications and other conditions are laid down for appointment to the undermentioned posts for Computer Personnel in the Pakistan Military Accounts Department (PMAD) under the Ministry of Defence, Rawalpindi :—

S. No.	Designation of post	BPS
1.	Supervisor.	14
2.	Data Coder.	12
3.	Key Punch Operator.	10

(83)

Price : Rs. 3.00

2. **Method of Appointment.**—The method of appointment to the under-mentioned posts shall be as under :—

S. No. Designation & BPS of the post	Method of Appointment	
	By promotion	By initial appointment
1. Supervisor (BPS-14).	75%	25%
2. Data Coder (BPS-12).	100%	—
3. Key Punch Operator (BPS-10).	—	100%

Provided that if no suitable person(s) is available for promotion, the post or posts reserved for promotion shall be filled by initial appointment and failing that by transfer.

3. **Conditions for Promotion.**—Promotion to the posts in column (2) below shall be made by selection from amongst the persons who hold the posts specified in column (3) on a regular basis and possess the qualification and experience prescribed in column (4) :—

S. No.	Designation & BPS of the post	Person eligible	Condition of eligibility
(1)	(2)	(3)	(4)
1.	Supervisor (BPS-14).	Data Coder (BPS-12).	03 years service in BPS-12 as Data Coder.
2.	Data Coder (BPS-12).	Key Punch Operator (BPS-10).	03 years service in BPS-10 as Key Punch Operator.

4. **Qualifications, Experience and Age Limit for Initial Appointment.**—On the closing date for receipt of applications as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualifications and experience and must be within the age limit as mentioned against the post concerned in the Schedule to this notification.

Provided that the maximum age limit shall be relaxed in accordance with the Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993, as amended from time to time.

5. **Qualifications/Conditions for Appointment by Transfer.**—Appointment by transfer shall be made in accordance with the provisions of Rule 9 of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

6. Probation.—Persons appointed by promotion or by initial appointment or by transfer shall be on probation according to the provisions of Section 6 of Civil Servants Act, 1973, read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

7. This Notification issues with the concurrence of the Establishment Division vide O. M. No. 4/1/97-R. 5, dated 6th August, 2002.

SCHEDULE

(See Rule-4)

S. No.	Designation and BPS of the post.	Qualification/Experience	Age Limits	
			Mini.	Maxi.
1.	Supervisor (BPS-14).	(i) Second Class or Grade "C" Bachelor's Degree with Computer Science/Statistics/ Mathematics/Physics.	18	25
		(ii) Three years' experience in the field of Data Coding.		
2.	Data Coder (BPS-12).	(i) Second Class or Grade "C" Bachelor's Degree with Com- puter Science/Statistics/ Mathematics/Physics.	18	25
		(ii) One year's experience in the field of editing and coding of forms for data processing.		
3.	Key Punch Operator (BPS-10).	(i) Intermediate.	18	25
		(ii) Minimum speed of 10,000 Key depressions per hour for data entry/Verification.		

[No. F. 1/4/D-7(MAG)/96].

SYED AZMAT ALLI,

Section Officer.