

**BALUCHISTAN AGRICULTURE DEPARTMENT
(EXTENSION WING MINISTERIAL STAFF B-1 TO B-15)
SERVICE RULES, 1981**

CONTENTS

RULES

Preamble.

PART I — GENERAL

1. Short title and commencement.
2. Definitions.

PART II — RECRUITMENT

3. Eligibility and Composition of Service.
4. Appointing Authority
5. Method of Recruitment.
6. Age.
7. Qualification.

PART III — CONDITIONS OF SERVICE

8. Probation.
9. Seniority.
10. Liability to transfer and service.
11. General Rules.
12. Relaxation.
13. Delegation.
14. Repeal.

Appendix.

**¹BALUCHISTAN² AGRICULTURE DEPARTMENT
(EXTENSION WING MINISTERIAL STAFF B-1 TO B-15)
SERVICE RULES, 1981**

NOTIFICATION

[8th September, 1982]

No. 5170-76/ In exercise of powers conferred by Section 25 of the Baluchistan Civil Servants Acts 1974³ (IX of 1974), the Government of Baluchistan is pleased to make the following rules regulating recruitment of the Baluchistan, Agriculture Department (Extension Wing) Ministerial (Grade- 1 to 15) Service and prescribing condition of services for the persons appointed thereto namely:—

PART I – GENERAL

1. **Short title and commencement.**— (1) These rules may be called the Balochistan, Agriculture Department (Extension Wing Ministerial Staff B-1 to B-15) Service Rules, 1981.

(2) They shall come into force at once.

2. **Definitions.**— (1) In these rules, unless the context otherwise requires the following expression shall have the meanings hereby respectively assigned to them, that is to say:—

- (a) **“Appendix”** means the appendix to these rules:
- (b) **“Appointing Authority”** means the authority specified in rule 4;
- (c) **“Board”** means a Board of Secondary Education established by law in Pakistan or any other educational authority or institute declared by Government in consultation with the Commission to be a Board for the purpose of these rules.
- (d) **“Department”** means the Agriculture Department (Extension Wing) Balochistan.
- (e) **“Commission”** means the Balochistan Public Service Commission⁴;
- (f) **“Government”** means the Government of Balochistan:
- (g) **“Initial recruitment”** means the appointment made otherwise than by promotion or transfer from another Service/Department/ Post.

¹ These rules have been made by the Government of Balochistan, Services and General Administration Department, vide its notification No. 5170-76/, dated 8th September, 1982; and published in the Balochistan Gazette (Extraordinary) No. 55, dated 8th September, 1982.

² Spelling of the word “Baluchistan”, wherever it appears in these rules, is corrected by insertion of letter “o” instead of “u”; as per Government of Balochistan, S&GAD’s Notification No. SORI (4) 6/ S&GAD-89, dated 18th June, 1989.

³ That is Balochistan Act IX of 1974; passed by the Provincial Assembly of Balochistan on 19th June, 1974; assented to by the Governor of Balochistan; and published in the Balochistan Gazette (Extraordinary) No. 41 dated 20th July, 1974.

⁴ Commission constituted under the Balochistan Public Service Commission Act, 1989 (Act II of 1989); published in the Balochistan Gazette (Extraordinary) No. 88, dated 23rd May, 1989; and earlier to that constituted under the Balochistan Ordinance II of 1978 (repealed) and the Balochistan Act IV of 1974 (repealed).

- (h) “**Recognized Institute**” means any Institute Recognized by the Government in consultation with the commission to be a Recognized Institute for the purpose of these rules:
- (i) “**Recognized University**” means any University incorporated by Law in Pakistan or any other University which may be declared by Government in consultation with commission to be a recognized university for the purpose of these rules:
- (j) “**Director**” means the Director of Agriculture (Extension) Baluchistan.
- (k) “**Selection/promotion Committee**” means a selection/promotion committee constituted by or under orders of Government:
- (l) “**Service**” means the Balochistan Agriculture Department (Extension Wing) Ministerial service.

PART II – RECRUITMENT

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

(2) The restriction imposed by sub-rule (1) above may be relaxed by Government in the case of a person who has married to a citizen of India.

(3) The service shall comprise of the posts specified in Colum 2 of the appendix and such other posts has may be determined by Government from time to time.

4. **Appointing Authority.**— Appointment to the Service shall be made as specified in rule 4 of the Baluchistan Civil Servant (Appointment, Promotion and transfer) Rule, 1979¹.

5. **Method of Recruitment.**— (1) Appointment to the posts in the service shall be made as prescribed in the Appendix.

6. **Age.**— (1) No person, who is less than eighteen years or more than twenty-five years of age shall be appointed to the service by initial recruitment:

Provided that:—

- (i) in the case of a person whose services under the Government have been terminated for want of a vacancy, the period of service already rendered by him shall, for the purposes of the upper age limit under this rule, be excluded from his age.
- (ii) For upper age limit for appointment in the Service by initial recruitment in case of candidates from scheduled castes or under Developed area shall be relaxed for three years up to 31-12-1984, as laid down in the Government of Baluchistan, S&GAD’s Notification No.S-III-27(127)/ S&GAD-74, dated 8-12-1979.

(2) For the purpose of this rule, age shall be reckoned.

¹ Rules made by the Government of Balochistan, Services and General Administration Department, vide its Notification No. 17-237-79-SO-ARC/S&GAD, dated 26th June, 1979; published in the Balochistan Gazette (Extraordinary) No. 73, dated 10th July, 1979; and now repealed by the Balochistan Civil Servant (Appointment, Promotion and Transfer) Rules, 2009, Rule 23.

For the Balochistan Civil Servant (Appointment, Promotion and Transfer) Rules, 2009, See Balochistan Gazette (Extraordinary) No. 165, dated 27th October, 2009.

- (i) where recruitment is to be made on the basis of a written examination, as on the 1st January of the year in which the examination is proposed to be held; *and*
- (ii) In other cases, as on the last date fixed for submission of applications for appointment.

7. **Qualification.**— (1) No person shall be appointed to a post in the Service by initial recruitment unless he possesses the qualification prescribed for the post in column 3 of the Appendix.

(2) No person, not already in Government service, shall be appointed to the Service unless he produces a certificate of character from the principal, Academic officer of the academic institution last attended and also certificates of character from two other responsible person, not being his relatives, who are well acquainted with his character and antecedents.

(3) No person shall be appointed by initial recruitment to the Service unless he is declared to be physically fit by a Government Medical Officer not below the rank of a District Health Officer.

PART III – CONDITIONS OF SERVICE

8. **Probation.**— (1) A person appointed to the service against substantive vacancy shall remain on probation for a period of two years if appointed by initial recruitment, and for a period of one year if appointed otherwise.

Explanation. Officiating service and service spent on deputation to a corresponding or a higher post may be allowed to count towards the period of probation.

(2) If the work or conduct of a member of the service during the period of probation has been unsatisfactory, the appointing authority may notwithstanding that the period of probation has not expired, dispense with his services if he has been appointed by initial recruitment, and if he has been appointed otherwise, revert him to his former post, or if there be no such post, dispense with his service.

(3) The appointing authority may subject to the provisions of sub rule 4, confirm him in his appointment, or if his work or conduct has, in the opinion of such authority, not been satisfactory:

- (a) in case he has been appointed by initial recruitment, dispense with his services, *or*
- (b) in case he has been appointed otherwise, revert him to his former post, and if there be no such post, dispense with his services.
- (c) extend the period of probation by a period not exceeding two years in all and during or on the expiry of such period pass such orders as it could have passed during or on the expiry of the initial probationary period.

Explanation— I. if no orders have been made by the day following the completion of the initial probationary period, the period of probation shall be deemed to have been extended.

Explanation— II. if no orders have been made by the day on which the maximum period of probation expires the probationer shall be deemed to have been confirmed in his appointment from the date on which he was appointed to the post subject to the provision of sub section (5) of section 7 of Balochistan Civil Servant Act, 1974¹.

(4) no person shall be confirmed in the service unless he successfully completes such training and passes such departmental examinations as may be prescribed by Government from time to time.

(5) if a member of the service fails to complete successfully any training or pass any departmental examination under sub rule (4) within such period or in such number of attempts as may be prescribed by Government the appointing authority may;

- (a) in case he has been appointed by initial recruitment, dispense with his services; *or*
- (b) in case he has been appointed otherwise, revert him to his former post, and if there be no such post, dispense with his services.

9. **Seniority.**— (1) the seniority inter se of the members of the service in the various grades thereof shall be determined:—

- (a) in the case of persons appointed by initial recruitment, in accordance with the order of merit assigned by the appointing authority, provided that persons selected for the service in an earlier selection shall rank senior to the persons selected in a later selection; *and*
- (b) in the case of persons appointed otherwise with reference to the dates of their continuous appointment therein; provided that 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 to the younger official or officials in the next below grade shall rank senior to the younger official or officials.

Explanation— I. if a junior official in a lower grade is promoted to a higher grade by superseding a senior official and subsequently that official is also promoted to the same grade the official promoted first shall rank senior to the official promoted subsequently.

Explanation— II. a junior official appointed to a higher grade shall be deemed to have superseded a senior official only if both the junior and senior official were considered for the higher grade and the junior official was appointed in preference to the senior official.

(2) the seniority in the various grades of the service of the members appointed by initial recruitment *viz-a-viz* those appointed otherwise shall be determined:—

- (a) in case both the official appointed by initial recruitment and the official appointed otherwise have been appointed against substantive vacancies, or both have been appointed against temporary vacancies, with reference to the date of appointment to such vacancy in the case of the official appointed by initial recruitment and to the date of continuous

¹ That is Balochistan Act IX of 1974; passed by the Provincial Assembly of Balochistan on 19th June, 1974; assented to by the Governor of Balochistan; and published in the Balochistan Gazette (Extraordinary) No. 41 dated 20th July, 1974.

appointment against such vacancy in the case of the official appointed otherwise; provided that if the two dates are the same the official appointed otherwise shall rank senior to the official appointed by initial recruitment;

- (b) in case the official appointed by initial recruitment has been appointed against a substantive vacancy and the official appointed otherwise has been appointed against a temporary vacancy the official appointed by initial recruitment shall rank senior to the official appointed otherwise; *and*
- (c) in case the official appointed otherwise if appointed against the substantive vacancy and the official appointed by initial recruitment is appointed against a temporary vacancy; the official appointed otherwise shall rank senior to the official appointed by initial recruitment.

10. **Liability to transfer and service.**— Members of the service shall be liable to:—

- (a) transfer any where in Balochistan; *and*
- (b) Serve in any department of Government or any Local Authority or statutory body set up or established by Government.

Provided that where a member of the service is required to serve in a post outside his service or cadre, his terms and conditions of service as to his pay shall not be less favourable than those to which he would have been entitled if he has not been so required to serve.

11. **General Rules.**— In all matters not expressly provided for in these rules, members of the service shall be Governed by such rules as have been or may hereafter be prescribed by Government and made applicable to them.

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

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

14. **Repeal.**— The west Pakistan Agriculture Department (Extension Wing Regional and Divisional) Ministerial Service Recruitment Rules 1964 in there application to the province of Balochistan are hereby repealed.

BY ORDER OF
GOVERNOR BALOCHISTAN

CHIEF SECRETARY
GOVERNMENT OF BALOCHISTAN

(See Appendix on next page)

APPENDIX

{See Rules 3 (3) 5 and 7 (1)}

S.#.	Nomenclature of the Post	Minimum qualification prescribed for Appointment by initial recruitment	Method of recruitment
1.	Assistant / Head Clerk / Senior Auditor (Grade-11).	Graduate from a recognized University	(i) 75% by promotion from amongst the members of the service holding the posts of Senior Clerk / Junior Auditor with at least 5 years experience in Agriculture Department Extension Wing. (ii) 25% by initial recruitment.
2.	Senior Clerk / Junior Auditor (Grade-6).		By promotion from amongst the members of the service holding post of Junior Clerk with at least 2 years experience as such in the province where the vacancy occur on seniority cum fitness.
3.	Junior Clerk (Grade-5).	Matriculate from a recognized Institute with a speed of 30 words per minutes in typing.	By initial recruitment.
4.	Stenographer	Matriculate or an equivalent qualification from a recognized university or board, with a speed of 100 words per minute in short-hand in English and 40 words per minute, in typing.	(i) 50% by promotion from amongst the Steno typist / Junior Clerk having Certificate in Short Hand and Typing. (ii) 50% by initial recruitment.
5.	Steno Typist	Matriculate or an equivalent qualification from a recognized university or board with a speed of 80 words per minutes in short-hand in English and 30 words per minutes in Typing.	By initial recruitment.
6.	Daftri (Grade-2)		By promotion from amongst the senior most Naib Qasids of Agriculture Department Extension

			Wing, possessing qualification of middle or matriculation examination.
7.	Naib Qasid (Grade-1)		By initial recruitment.
