

**BALUCHISTAN DIRECTORATE OF AGRICULTURE-
CROP REPORTING SERVICES (B-1 TO 15) SERVICE
RULES, 2011**

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RULES

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**¹BALUCHISTAN DIRECTORATE OF AGRICULTURE-
CROP REPORTING SERVICES (B-1 TO 15) SERVICE
RULES, 2011**

NOTIFICATION

[21st March, 2011]

No. SOR-II (1)21/S&GAD/508-50. In exercise of the powers conferred by Section 25 of the Balochistan Civil Servants Act, 1974² (Act No. IX of 1974), the Government of Balochistan is pleased to make the following rules regulating recruitment to the Balochistan Directorate of Agriculture-Crop Reporting Services (B-1 to 15) Service, and prescribing conditions of service for the persons appointed thereto, namely:—

PART I — GENERAL

1. **Short title and commencement.**— (1) These rules may be called the Balochistan Directorate of Agriculture-Crop Reporting Services (B-1 to 15) Service Rules, 2011.

(2) They shall come into force at once.

2. **Definitions.**— In these rules, unless there is anything repugnant in the subject context,—

- (a) “**Appendix**” means the Appendix to these rules;
- (b) “**Appointing authority**” means the authority specified in rule 4;
- (c) “**Board**” means a Board of Intermediate and Secondary Education established by law in Pakistan or any other Educational Authority or Institution which may be declared by Government in consultation with the Commission a board for purposes of these rules;
- (d) “**Department**” means the Agriculture and Cooperatives Department, Government of Balochistan;
- (e) “**Commission**” means the Balochistan Public Service Commission³;
- (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;
- (h) “**Recognized Institute**” means any institute recognized by Government in consultation with the Commission to be a recognized Institute for the purpose of these Rules;

¹ These rules have been issued by the Services and General Administration Department vide its notification No. SOR-II(1)21/S&GAD/508-50, dated 21st March, 2011; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 21st March, 2011.

² 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.

³ 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 under the Balochistan Ordinance II of 1978 (repealed) and the Balochistan Act IV of 1974 (repealed).

- (i) “**Recognized University**” means any University incorporated by law in Pakistan or any other University declared by Government in consultation with the commission to be a recognized University for the purpose of these rules;
- (j) “**Selection/Promotion Committee**” means selection promotion committee constituted under Rule 5 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules, 2009¹;
- (k) “**Service**” means the Balochistan Directorate of Agriculture-Crop Reporting Services (B-1 to 15) Service.

PART II — RECRUITMENT

3. **Eligibility and Composition of Service.**— (1) No person who is 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 is married to a citizen of India or Bangladesh.

(3) The service shall comprise of the post 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 service shall be made by the authorities as specified in rule 4 of the Balochistan Civil Servants (Appointment, Promotion and Transfer) Rules 2009².

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

(2) Vacancies in the posts for initial recruitment shall be filled from amongst the candidates domiciled in any part of Balochistan.

6. **Age.**— (1) No person who is less than Eighteen years or more than thirty years of age shall be appointed to the Service by initial recruitment: Provided that:

- (a) in the case of a person who is already in Government Service the upper age limit shall be thirty five year;
- (b) 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 purpose of the upper age limit under this rule, be excluded from his age, *and*
- (c) for upper age limit for appointment to the Service by initial recruitment in case of candidates from scheduled castes or under developed areas age shall be relaxed as per policy of the Government issued from time to time.

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

- (a) where recruitment is to be made on the basis of written examination, as on the first January of the year in which the examination is proposed to held; *and*

¹ Rules issued by the Services and General Administration Department, Government of Balochistan vide its Notification No. SORI-5(13)1/S&GAD/2007/1857-1956, dated 27th October, 2009; and published in the Balochistan Gazette (Extraordinary) No. 165, dated 27th October, 2009.

² *Ibid.*

(b) in other cases, as on the last date fixed for submission of application for appointment.

7. **Qualifications.**— (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 to these rules.

(2) No person, not already in Government service, shall be appointed to the service unless he produces a certificate of character from the Principal or Academic Officer of the Academic Institution last attended and also certificates of character from two other responsible persons, not being his relatives, who are well acquainted with the 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 or a Medical Board constituted by Government for the purpose, as the case may be.

PART III – CONDITIONS OF SERVICE

8. **Probation.**— (1) A person appointed to the Service against a 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, in the opinion of the appointing authority not been satisfactory, 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 services.

(3) On completion of the period of probation of a member of the Service, the appointing authority may, subject to the provision 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; *or*
- (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 the 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 provision of section 7 (5) of the Balochistan Civil Servants 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 whether appointed by initial recruitment or otherwise, fails to complete successfully any training and 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 *inter se* seniority of the members of the Service in various grades thereof shall be determined—

- (a) in the case of members appointed by initial recruitment, in accordance with the order of merit assigned by the Selection Committee: provided that member selected for the Service in an earlier selection shall rank senior to the member selected in a later selection; *and*
- (b) in a case of member 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 member 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 temporarily in the public interest, even though continuing later permanently in the higher grade, it would not adversely affect the interest of his seniors in the fixation of his seniority in higher grade.

Explanation— II.— 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— III.— A junior official appointed to a higher grade shall be deemed to have superseded a senior official only if both the junior and senior officials 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 thereof appointed by initial recruitment *viz-a-viz* those appointed otherwise shall be determined—

- (a) in case both the official appointed by initial recruitment and 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

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appointment against such vacancy in the case of 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 is appointed against a 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 Serve.**— Members of the Service shall be liable to—

- (a) Transfer anywhere in Balochistan; *and*
- (b) Serve in any department of Government or any local authority or statutory body setup 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 favorable 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.**— The Government may delegate all or any of its powers under these rules to any officer subordinate to it.

BY ORDER OF
GOVERNOR BALOCHISTAN

CHIEF SECRETARY
GOVERNMENT OF BALOCHISTAN

(See Appendix on next page)

APPENDIX- I

{See rules 3 (3), 5 and 7 (1)}

MINISTERIAL/MISCELLANEOUS

S. No.	Nomenclature and pay scale of the post	Minimum Qualification for appointment by initial recruitment	Method of recruitment
1	2	3	4
1.	Assistant (B-14)	Graduate from a recognized University.	(a) 25% by initial recruitment; <i>and</i> (b) 75% by promotion from amongst the members of the Service holding the post of Senior Clerk (B- 9) having at least 3 years service as such, on seniority cum fitness basis.
2.	Senior Auditor (B-14)	---	By promotion from amongst the members of the Service holding the post of Junior Auditor (B- 7) having at least 5 years service as such, on seniority cum fitness basis.
3.	Junior Scale Stenographer (B-12)	(a) Intermediate from a recognized Board; <i>and</i> (b) Shorthand and Typing skill with a minimum speed of 80 and 40 words per minute, respectively.	By initial recruitment.
4.	Senior Clerk (B-9)	---	By promotion from amongst the members of the Service holding the post of Junior Clerk (B- 7) with at least 2 years service as such, on seniority cum fitness basis.
5.	Junior Auditor (B- 5)	(a) Matriculation from a recognized Board.	By initial recruitment.
6.	Junior Clerk	(a) Matriculation from a recognized Board; <i>and</i>	(a) 80% by initial recruitment; <i>and</i>

	(B- 7)	(b) Typing skill with a speed of 30 words per minute	<p>(b) 20% by promotion from amongst the member of the Service holding the post of Niab Qasids and other posts in B-1 to 4, possessing the secondary school certificate.</p> <p>For the purpose of promotion, a common seniority list of Naib Qasids and other employees (B-1 to 4) with reference to their dates of acquiring secondary school certificate will be maintained provided that—</p> <p>(a) If two or more officials have acquired the secondary school certificate on the same date, the official having longer Service shall rank senior to other; <i>and</i></p> <p>(b) where a senior official does not possess the requisite qualification at the time of filling up the vacancy, the official next junior to him possessing requisite qualification shall be promoted.</p>
7.	Vehicle Driver (B- 4)	(a) Middle; <i>and</i> (b) LTV driving license.	By initial recruitment.
8.	Niab Qasid (B- 1)	---	By initial recruitment.
9.	Chowkidar (B- 1)	---	By initial recruitment.
10.	Sweeper (B- 1)	---	By initial recruitment.

APPENDIX- II

{See rules 3 (3), 5 (1) and 7 (1)}

TECHNICAL.

S. No.	Nomenclature and pay scale of the post.	Minimum Qualification for appointment by initial recruitment.	Method of recruitment.
1	2	3	4
1.	Senior Crop Reporter (B-11)	---	By promotion from amongst the members of the Service holding the post of Crop Reporter (B- 6) having at least 5 years service as such on seniority cum fitness basis.
2.	Crop Reporter (B- 6)	(a) Intermediate from a recognized Board; <i>or</i> (b) Matriculation from a recognized Board with two years diploma from a recognized Agriculture Training Institute.	By initial recruitment.
3.	Beldar (B-1)	---	By initial recruitment.

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