



**GOVERNMENT OF THE PUNJAB
SERVICE & GENERAL ADMINISTRATION
DEPARTMENT
(REGULATIONS WING)**

Dated Lahore, the 18th December, 2013

NOTIFICATION

No.SOR-III(S&GAD)1-4/2011. In exercise of the powers conferred under section 23 of the Punjab Civil Servants Act 1974 (VIII of 1974), Governor of the Punjab is pleased to make the following rules:

1. Short title, extent and commencement.— (1) These rules may be cited as the Punjab Agriculture (Economics and Marketing Wing) Employees Service Rules 2013.

(2) They shall come into force at once.

2. Method of recruitment.— The method of recruitment, minimum qualifications, age limit and other incidental matters for the posts of the functional unit shall be such as given in the Schedule appended to these rules.



**SHAHNAZ NAWAZ
SECRETARY (REGULATIONS), S&GAD**

No.SOR-III(S&GAD)1-4/2011

Dated Lahore, the 1st January, 2014

A copy is forwarded for information and necessary action to:-

1. The Secretaries, Government of the Punjab,
 - i) Finance Department.
 - ii) Law & Parliamentary Affairs Department.
 - iii) Agriculture Department.
2. The Secretary, Punjab Public Service Commission, Lahore.
3. The Deputy Secretary (Reg:), Law & Parliamentary Affairs Department.
4. The Deputy Secretary (PC), Finance Department, Lahore.
5. The System Analyst (O&M Wing), S&GA Department, Lahore with the request to incorporate the above mentioned amendment in the database created in the O&M Wing, S&GAD.
6. The Private Secretaries to the Governor Punjab / Chief Minister/Chief Secretary/Additional Chief Secretary and Secretary (Services), S&GAD.
7. The Superintendent, Government Printing Press Punjab, Lahore with the request to get published this notification in the Official Gazette and supply 20 printed copies thereof to the undersigned.

**SECTION OFFICER (R-III)
GOVERNMENT OF THE PUNJAB
S&GAD**

**(MUHAMMAD SALEEM)
Section Officer (Reg-III), S&GAD**

SCHEDULE

Name of Department	Functional unit	Name of post with basic scale	Appointing Authority	Minimum qualification for appointment		Method of recruitment	Age for initial recruitment		Examination, training and other conditions for required for confirmation
				By Initial recruitment	By promotion		Min	Max	
Agriculture Department	Agriculture Marketing Wing	1. Director Agriculture (E&M)/Director PIAM (BS-19)	Chief Minister	-	-	By promotion on the basis of selection on merit from amongst Deputy Directors Agriculture (E&M) having twelve years' service against posts in BS-17 and above.	-	-	Eight weeks training in financial & administrative management from MPDD or any other training Institute notified by the administrative department.
- do -	- do -	2. Deputy Director Agriculture (E&M) (BS18+165 S.P)	Administrative Secretary	-	B.Sc. (Hons) with Agri. Economics or Marketing and Agribusiness	By promotion on the basis of seniority-cum-fitness from amongst Extra Assistant Directors of Agri. (E&M), Project Manager (AMIS), Agriculture Economist, Marketing Specialist and Program Coordinator working in the functional unit with at least five years' experience in the line.	-	-	Four weeks training in financial & administrative management from MPDD or any other training Institute notified by the administrative department.
- do -	- do -	3. EADA (E&M)/ Project Manager (AMIS)/ Agriculture Economist/ Marketing Specialist/ Program Coordinator (BS-18)	- do -	M.Sc. (Hons.) Agri: (second division) In Agri. Economics or Agri. Marketing or MBA (Marketing and Agribusiness) (second division) from a recognized University after obtaining B.Sc. (Hons.) (Agricultural and Resource Economics).	B.Sc. (Hons) in Agri. Economics, Marketing and Agribusiness, or Agricultural and Resource Economics with seven years' experience as such or M.Sc. (Hons) Agri. Economics, Agri. Marketing or MBA (Marketing and Agribusiness)	i) 50% by initial recruitment; and ii) 50% by promotion on the basis of seniority-cum-fitness from amongst Agriculture Officers (E&M) or Instructors.	21	35	- do -

OFFICER (R-III)
OF THE PUNJAB
SAD

					with three years' experience as such.				
- do -	- do -	4. Agriculture Officer/ Instructor (BS-17)	- do -	B.Sc. (Hons.) in Agriculture, Agri. Economics or Marketing and Agribusiness; or B.Sc. (Hons.) (second division) (Agriculture) and Resource Economics from a recognized University.	-	By initial recruitment.	21	35	-
- do -	- do -	5. Web Master/ Database Administrator/ Computer Programmer (BS-17)	- do -	(i) Master's degree (first division or grade-B) in Computer Science or Information Technology; or (ii) Bachelor's degree (first division or grade-B) in Computer Science or Information Technology from a recognized University; and (iii) Three years' experience of networking in a public or private sector organization. Preference shall be given to those who	-	-do-	25	32	-


 ION OFFICER (R-III)
 ENT OF THE PUNJAB
 S&GAD

				are MSCE or CCNA certified.					
- do -	- do -	6. Librarian (BS-17)	- do -	Master's degree (second division) in Library Science or Information Science from a recognized University.	-	-do-	21	35	-
- do -	- do -	7. Assistant Director Accounts/ Hostel Warden (BS-17)	- do -	Bachelor's degree in Commerce (second division) from a recognized University having at least three years' experience in accounts matters.	-	-do-	21	30	-
- do -	- do -	8. Junior Statistician (BS-17)	- do -	-	-	By promotion on the basis of seniority-cum-fitness from amongst Economics Statistical Investigators with five years' experience as such.	-	-	-
- do -	- do -	9. Economics Statistical Investigator (BS-16)	- do -	Master's degree (second division) in Statistics, Mathematics or Economics from a recognized University.	-	By initial recruitment.	21	30	-
- do -	- do -	10. Superintendent (BS-16)	Director of Agriculture (E&M)	-	-	By promotion on the basis of seniority-cum-fitness from amongst Assistants and Senior Scale Stenographers with five years' experience as such.	-	-	-
- do -	- do -	11. Senior Scale Stenographer (BS-16)	Director concerned	-	-	By promotion on the basis of seniority-cum-fitness from amongst stenographers with three years' experience as such.	-	-	-
- do -	- do -	12. Assistant (BS-14)	- do -	Bachelor's degree (second division) from a recognized University.		i) one third by initial recruitment; and ii) two third by promotion on the basis of seniority-cum-fitness from amongst the members of the service holding posts of Senior Clerks with three	18	25	-

OFFICE (B.I.)
OF THE PUNJAB

						years' experience as such.			
- do -	- do -	13. Stenographer (BS-14)	- do -	(I) Intermediate or equivalent qualification from a recognized Board; and (II) knowledge of English shorthand at the speed of 70 words per minute and English typing at the speed of 30 words per minute. Preference shall be given to those who know Urdu shorthand at the speed of 60 words per minute and Urdu typing at the speed of 25 words per minute.	-	By initial recruitment	-do-	-do-	-
- do -	- do -	14. Computer Operator (BS-12)	- do -	Intermediate In Computer Science (second division) from a recognized Board with at least 30 words per minute typing speed on Computer; or F.A./F.Sc.(second division) from a recognized Board and at least three months Computer training in MS Office from TEVTA or any other recognized institute with 30 words per minute typing speed on computer.	-	-do-	-do-	-do-	-
- do -	- do -	15. Senior Clerk (BS-09)	- do -	-	-	By promotion on the basis of seniority-cum-fitness from amongst Junior Clerks of the functional unit having at least two	-	-	-

SECTION OFFICER (R-III)
DEPARTMENT OF THE PUNJAB
S&GAD

- do -	- do -	16. Cook (BS-8)	- do -	Middle pass having five years' experience in the cooking of Pakistani as well as Chinese, European and Italian dishes in a leading hotel.	-	years' service as such. By Initial Recruitment	25	35	-
- do -	- do -	17. Junior Clerk (BS-07)	- do -	(i) Secondary School Certificate (SSC) (second division) or equivalent qualification from a recognized Board; (ii) the speed of 25 words per minute in typing on Computer in English; and (iii) Proficient in Microsoft Office or any other compatible office application and shall demonstrate such proficiency. Preference shall be given to those who also know typing in Urdu at a speed of 25 words per minute.	(i) Secondary School Certificate (second division) or equivalent qualification from a recognized Board; (ii) three years' experience as such; and (iii) the speed of 25 words per minute in typing on Computer in English.	i) 80% by Initial recruitment; and ii) 20% by promotion on the basis of seniority-cum-fitness from amongst the employees of all categories from (BS-1 to BS-4) employed in the functional unit. If none is available for promotion then by Initial recruitment.	18	25	Four-week training course for probationers (appointment by initial recruitment as well as those promoted against 20% quota) in office management at Management and Professional Development Department (MPDD) or Technical Education and Vocational Training Authority (TEVTA) or any other departmental training institution to be notified by the administrative department.
- do -	- do -	18. Driver (BS-4)	- do -	(i) Middle pass; (ii) having LTV driving License with three years' experience.	-	By initial recruitment.	25	35	-
- do -	- do -	19. Daftri (BS-1)	- do -	Literate	Secondary	By promotion on	-	-	-

1
IN OFFICER (R-III)
OF THE PUNJAB
SAGAD

					School Certificate from a recognized Board.	seniority-cum-fitness from amongst Naib Qasids or Hostel Attendants.			
- do -	- do -	20. Naib Qasid/ Hostel Attendant (BS-1)	- do	Literate	-	By initial recruitment.	18	25	-
- do -	- do -	21. Chowkidar (BS-1)	- do	Literate	-	-do-	23	30	-
- do -	- do -	22. Sanitary Worker (Sweeper) (BS-1)	- do	-	-	-do-	18	25	-

SECTION OFFICER (R-III)
GOVERNMENT OF THE PUNJAB
S&GAD



The Punjab Gazette

PUBLISHED BY AUTHORITY

LAHORE THURSDAY MARCH 10, 2016

**GOVERNMENT OF THE PUNJAB
LAW AND PARLIAMENTARY AFFAIRS DEPARTMENT**

**NOTIFICATION
(38 of 2016)**

10th March 2016

The following notification regarding amendments in the Punjab Agriculture Department (Economic and Marketing Wing) Employees Service Rules 2013, notified vide No. SOR III(S&GAD)1-4/2011(P) dated 08.02.2016 is published for general information.

DR SYED ABUL HASSAN NAJMEE
Secretary
Government of the Punjab
Law and Parliamentary Affairs
Department

GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT
(REGULATIONS WING)

Dated Lahore, the 28th January, 2016

NOTIFICATION

NO.SOR-III(S&GAD)1-4/2011(P). In exercise of the powers conferred under section 23 of the Punjab Civil Servants Act, 1974 (VIII of 1974). Governor of the Punjab is pleased to direct that in the Punjab Agriculture (Economics and Marketing Wing) Employees Service Rules 2013, the following amendments shall be made:

AMENDMENTS

In the said Rules, in the Schedule, in column Nos. 1 to 10:

(1) at Sr. No. 3, for the existing entries, the following shall be substituted:

1 Name of Department	2 Functional Unit	3 Name of the Post with Basic Pay Scale	4 Appointing Authority	5 Minimum Qualification for Appointment By		7 Method of Recruitment	8 Age for Initial Recruitment		10 Examination, Training and other conditions required for confirmation.
				Initial Appointment	Promotion		Min	Max	
1	2	3	4	5	6	7	8	9	10
Agriculture Department	Agriculture Marketing Wing	3. EA&M (E&M) / Project Manager (AMIS) / Agriculture Economist / Marketing Specialist / Programme Coordinator (RS-18)	Administrative Secretary	(i) M.Sc. (Hons.) ("C" grade) in Agricultural Economics, Agricultural Development Economics / Environmental and Resource Economics, or MBA in Marketing and Agribusiness, or MS (Management) specialization in Agribusiness or MBA specialization in Agribusiness from a University recognized by the Higher Education Commission after obtaining B.Sc. (Hons.) in Agriculture with major subjects of Agricultural Economics or Marketing and Agribusiness; (ii) two years' experience in agricultural economics or agricultural marketing; or (iii) B.Sc. (Hons.) (four years) in Agricultural and Resource Economics or BBA Agribusiness (four years) with five years' experience in agricultural economics or agricultural marketing.		(i) 40% by Initial recruitment; and (ii) 60% by promotion on the basis of seniority-cum-fitness from amongst the Agriculture Officers / Instructors having qualification prescribed for initial recruitment of Agriculture Officer or Instructor with five years' regular service.	21	35	four weeks training in financial administrative management from MPDO or any other training institute notified by the administrative department."

4204 THE PUNJAB GAZETTE (EXTRAORDINARY) MARCH 10, 2016

(2) at Sr. No. 4, for the existing entries, the following shall be substituted:

Name of Department	Functional Unit	Name of the Post with Basic Pay Scale	Appointing Authority	Minimum Qualification for Appointment By		Method of Recruitment	Age for Initial Recruitment		Examination, Training and other conditions required for confirmation.
				Initial Appointment	Promotion		Min	Max	
1	2	3	4	5	6	7	8	9	10
Agriculture Department	Agriculture Marketing Wing	4. Agriculture Officer / Instructor (BS-17)	Administrative Secretary	B.Sc. (Hons.) ("C" grade) in Agriculture with major subjects of Agriculture Economics or Marketing and Agribusiness, or B.Sc. (Hons.) in Agricultural and Resource Economics, or BBA Agribusiness (four years) from a University recognized by the Higher Education Commission.		By initial recruitment.	21	35	

(3) at Sr. No. 10, for the existing entries, the following shall be substituted:

Name of Department	Functional Unit	Name of the Post with Basic Pay Scale	Appointing Authority	Minimum Qualification for Appointment By		Method of Recruitment	Age for Initial Recruitment		Examination, Training and other conditions required for confirmation.
				Initial Appointment	Promotion		Min	Max	
1	2	3	4	5	6	7	8	9	10
Agriculture Department	Agriculture Marketing Wing	10. Superintendent (BS-17)	Director of Agriculture (EAM)			(I) 75% by promotion on the basis of seniority-cum-fitness from amongst the Assistants having five years' experience as such; and (II) 25% by promotion on the basis of seniority-cum-fitness from amongst the Senior Scale Stenographers having five years' experience as such.			

(4) at Sr. No. 19, for the existing entries, the following shall be substituted:

Name of Department	Functional Unit	Name of the Post with Basic Pay Scale	Appointing Authority	Minimum Qualification for Appointment By		Method of Recruitment	Age for Initial Recruitment		Examination, Training and other conditions required for confirmation.
				Initial Appointment	Promotion		Min	Max	
1	2	3	4	5	6	7	8	9	10
Agriculture Department	Agriculture Marketing Wing	19. Daftri (BS-2)	Director concerned	Literate	Secondary School Certificate from the recognized Board.	By promotion on the basis of seniority-cum-fitness from amongst Naib Qasids or Hostel Attendants.			

No. SOR-III(S&GAD)1-4/2011(P)

DR. MUHAMMAD SALEH TAHIR
SECRETARY (REGULATIONS, S&GAD)

Dated Lahore, the 8th February, 2016

2