

**THE SINDH CIVIL SERVANTS
(APPOINTMENT, PROMOTION & TRANSFER)
RULES, 1974**

[Karachi, the 28th March, 1974]

Notification No. SOIX-Reg. (S&GAD) 2/D/1-73(3). – In exercise of the powers conferred by section 26 of the Sindh Civil Servants Act, 1973, the Government of Sindh are pleased to make the following rules, namely:-

PART – I

GENERAL

1. These rules may be called the Sindh Civil Servants (Appointment, Promotion and Transfer) Rules, 1974.

2. In these rules, unless there is anything repugnant in the subject or context, -

(a) **“appointing authority”**, in relation to a post, means the person authorised under rule 4 to make appointment to that post;

¹[(aa) **“Basic Scale”** means a basic scale of pay sanctioned by Government in which a post or group of posts is placed.]

²[(b) **“Provincial Selection Board”** means a Board constituted under rule 6-A.]

¹Clause (aa) inserted by the Notification No. SOIX-REG (S & GAD) II/48-84, 11th Feb., 1985, the Sindh Govt. Gaz., Pt. IV, dt. Feb 28, 1985.

²Clause (b) substituted by the Notification No. SOIX-REG (S & GAD) 2/D/1-74, (Pt. I) Vol. II, the 12th Jan., 1976, the Sind Govt. Gaz., P. No. 6, dt. January, 22, 1976.

Before substitution clause (b) read as follows:

(b) “Provincial Selection Board” means the Board constituted by Government for the purpose of selection for promotion or transfer to posts in Grade 19 and above and consisting of such persons as may be appointed to it by Government from time to time;

(c) **“Commission”** means the Sindh Public Service Commission;

¹[(cc) **“Department”** means an Administrative Department of Secretariat; provided that Services and General Administration shall, for the purpose of Secretariat employees, be deemed as Department;]

***(d) “Departmental Promotion Committee”** means a Committee constituted for the purpose of making selection for promotion or transfer to the posts under a Department or Office of Government in Basic Pay Scale 18 and below ;

***(e) “Departmental Selection Committee”** means a “Committee” constituted for the purpose of making selection for initial appointment to the posts under a Department or Office of Government in Basic Pay Scale 15 and below;

(f) **“Government”** means the Government of Sindh;

(g) **“Basic Scale”** means a National Scale of Pay sanctioned by Government in which a post or group of posts is placed;

¹Clause (cc) inserted by the Notification No. SOIX-REG (S & GAD2/D/1-74, the 1st August, 1974, the Sind Govt. Gaz., Pt. IV, P. No. 271, dt. August 2, 1974.

*Substituted by the Notification No. SORI (SGA&CD)3-76/2019 dated 3rd March, 2020.

*¹[(h) **“Head of Attached Department”** means the Head of Attached Department as defined in clause (xv) of rule 2 of the Sindh Government Rules of Business, 1986 and any other officer declared as such by Government;

(i) **“Head of Office”** means a Civil Servant appointed as such by Government and he shall be the Head of Office for his own Office and Offices subordinate to him;

(j) **“Regional Head of the Department”** means the Officer appointed as such by Government;]

*²[(k)] **“Secretary”** means and includes the Chief Secretary, Chairman, Additional Chief Secretary, Secretary, Special Secretary and Additional Secretary to Government in-charge of a Department as defined in rule 2(xx) of the Sindh Government Rules of Business, 1986]

3. (1) Appointments to posts shall be made by any of the following methods, namely:-

(a) by promotion or transfer in accordance with Part II of these rules; and

(b) by initial appointment in accordance with Part III of these rules.

¹Clauses (h), (i) & (j) inserted by the Notification No. SOIX-Reg (S & GAD) 2/D/1-74, (Pt. II), the Sind Govt. Gaz. Pt. IV, dt. 31st October, 1974.

²Clauses (h) inserted by the Noti. No. SOIX-Reg (S & GAD) 2/D/1-74, (Pt. II), the Sind Govt. Gaz., Pt. IV-A, P. No. 2711, dt. August 2, 1974, has renumbered as clause “(k)” by the Notification No. SOIX-Reg (S & GAD) 2/D/1-74 (Pt. II), the Sind Govt. Gaz., Pt. IV, dt. 31st October, 1974.

*Substituted by the Notification No. SORI (SGA&CD)3-76/2019 dated 3rd March, 2020.

(2) The method of appointment and the qualifications and other conditions applicable to a post shall be as laid down by the Department concerned in consultation with the Services and General Administration Department.

4. (1) The authorities competent to make appointment to the various posts shall be as follows:-

S. No.	Posts	Appointing Authority
1	2	3
1.	Posts sanctioned in Basic Scales 1 and 2.	(i). Head of Office.* (ii). Deputy District Officer concerned
2.	Posts sanctioned in Basic Scales 3 to 5.	(i) Head of Office in Basic Scale 18 or above otherwise the next higher Officer in Basic Scale 18 or above.* (ii) District Officer concerned.
3.	Posts sanctioned in Basic Scales 6 to 8.	(i) Head of Office in Basic Scale 18 with special pay or in the higher post otherwise Regional Head of the Department or if there is no Regional Head, the Head of the Attached Department.* (ii) Executive District Officer concerned.
4.	Posts sanctioned in Basic Scales 9 to 11.	(i) Head of Office in Basic Scale 19 or above, otherwise Regional Head of the Department or if there is no Regional Head, the Head of Attached Department.* (ii) District Coordination Officer concerned.

*Amended *vide* Regulation Wing Order No. SORI (SGA & CD) 2-7/2001, dated 23rd October, 2004

5. Posts sanctioned in (i) Regional Head of the Department if in Basic Scale 20, otherwise the Head of the Attached Department if in Basic Scale-20, alternatively the Secretary of the Department concerned.*
(ii) District/City Nazim concerned.
6. Posts sanctioned in Secretary concerned.
Basic Scale-16.
7. Posts sanctioned in Minister concerned.
Basic Scale-17
(excluding Civil Judges)
8. Posts sanctioned in Chief Secretary.
Basic Scale-18
(excluding Deputy Commissioners, Superintendents of Police, Senior Civil Judges, and Additional District and Session Judges).
9. Posts of Deputy Chief Minister.
Commissioners, Superintendents of Police, Civil Judges, Senior Civil Judges, Additional District and Session Judges sanctioned in Basic Scales 17 and 18.

*Amended *vide* Regulation Wing Order No. SORI (SGA & CD) 2-7/2001, dated 23rd October, 2004

10. Posts sanctioned in Chief Minister.
Basic Scale 19 and
above.*

Explanation.- A person appointed to a post mentioned in column 3 on a current charge basis or by way of additional charge shall be deemed to be the appointing authority of the posts in Basic Scales mentioned there against in column 2.

(2) The Controlling authority in respect of travelling allowance of a civil servant shall be his Head of Office in Basic Scale 18 or above:

Provided that Secretaries to Government and any Officer of Basic Scale 20 and above, if posted as Head of an Attached Department or Regional Head shall be his own Controlling Officer.

¹5. (1) The appointment in Basic Scale-1 to 15 in each Department or office of Government shall be made through the following Departmental Selection Committees:-

I. SECRETARIAT LEVEL

- | | | |
|----|--|-----------------|
| 1. | Secretary (Services), SGA&CD | Chairman |
| 2. | Additional Secretary, SGA&CD to be nominated by the Chief Secretary, Sindh | Member |
| 3. | Deputy Secretary, Chief Minister Sindh's Secretariat | Member |
| 4. | Deputy Secretary (General), SGA&CD | Member |

II. PROVINCIAL LEVEL

- | | | |
|----|--|-----------------|
| 1. | Secretary of the concerned Department | Chairman |
| 2. | Head of the attached Department | Member |
| 3. | Deputy Secretary, SGA&CD to be nominated by the Chief Secretary, Sindh | Member |

*Amended *vide* Regulation Wing Order No. SORI (SGA & CD) 2-7/2001, dated 23rd October, 2004.

¹Rule 5 substituted by the Notification No. SORI (SGA&CD)3-76/2019 dated 3rd March, 2020.

III. DIVISIONAL LEVEL

- | | | |
|----|--|-----------------|
| 1. | Divisional Commissioner | Chairman |
| 2. | Divisional Head of concerned Department | Member |
| 3. | Representative of SGA&CD not below the rank of Section Officer to be nominated by the Chief Secretary, Sindh | Member |

IV. DISTRICT LEVEL

- | | | |
|----|---|-----------------|
| 1. | Deputy Commissioner | Chairman |
| 2. | Head of concerned department at District level | Member |
| 3. | Representative of SGA&CD not below the rank of Section Officer to be nominated by the Chief Secretary, Sindh. | Member |

(2) In each Department or Office of Government, there shall be one or more Departmental Promotion Committees, the composition of which shall be determined by the Department concerned in consultation with Services, General Administration & Coordination Department.

(3) Each such Committee shall consist at least three members, one of whom shall be appointed as Chairman.]¹

¹Rule 5 substituted by the Notification No. SORI (SGA&CD)3-76/2019 dated 3rd March, 2020.

6. Where an appointing authority for Basic Scale ¹[15] and below does not accept the recommendation of a Departmental Selection or Departmental Promotion Committee, it shall record reasons therefor and obtain orders of the next higher authority.

PART - II
APPOINTMENT BY PROMOTION
OR TRANSFER

²**6-A.** For the purpose of selection for appointment by promotion or transfer to posts in Basic Scale 18 carrying special pay, and above and such other posts as may be notified by Government, the Chief Minister may constitute one or more than one Provincial Selection Board consisting of not less than three members. One of whom shall be nominated as Chairman:

³[Provided that the Selection Board headed by the Chief Minister shall make selection for appointment by promotion or transfer to posts in Basic Pay Scale 21.]]

¹In rule-6, substituted for "15" by the Notification No. SORI (S & GAD) 11/01/98 (A), dt. 20th November, 1999, and thereafter again substituted for "10" by the Notification No. SORI (S & GAD) 11-01/98 (Pt. I), dt. 17th March, 2005.

²Rule 6-A substituted by the Notification No. SOIX-Reg. (S & GAD) 2/D/1-74, Pt. II, Vol. II, the 12th January, 1976, the Sindh Govt. Gaz., dt. January 22, 1976.

³Proviso to rule 6-A added by the Notification No. SOIX-Reg (S & GAD) 2/D/1-74, Pt. II, Vol. III, the 4th September, 1976, the Sind Govt. Gaz., Pt. IV-A, dt. September 9, 1976, and thereafter substituted by the Notification No. SORI (S & GAD)4-3/2004 dt. 24th January, 2005.

²[7. (1) Appointments by promotion or transfer to posts in Basic Scales 1 & 2 shall be made by the appointing authority on merit.

(2) Appointments by promotion or transfer to post in Basic Scale 3 to ³[Basic Scale] 18 without special pay other than the posts for which Provincial Selection Board has been constituted under rule 6-A shall be made on the recommendations of the appropriate Departmental Promotion Committee.

(3) Appointment by promotion and transfer to posts in Basic Scale 18 with special pay, and above and the posts notified under rule 6-A, shall be made on the recommendations of the appropriate Provincial Board.

⁴[(4) If, on an order of promotion, any civil servant declines in writing to accept the promotion, such civil servant shall not be considered for such promotion for the next four years following the order.]]

²Rule 7 substituted by the Notification No. SOIX-Reg. (S & GAD) 2/D/1-74, Pt. II, Vol. II, the 12th January, 1976, the Sind Govt. Gaz., dt. January 22, 1976.

Before Substitution Rule 7 read as follows:

7. Promotion and transfer to posts in grade 2 to 18 shall be made on the recommendation of the appropriate Departmental Promotion Committee and promotions and transfers to posts in Grade 19 and above shall be made on the recommendation of the Provincial Selection Board:

Provided that posts in Grade 18 which carry Special Pay would also be referred to the Provincial Selection Board if proposed to be filled by promotion or transfer.

³In sub-rule (2), substituted for “Grade” by the Notification No. SOIX-REG (S & GAD) II/48-84, the 11th February, 1985, the Sind Govt. Gaz., Pt. IV, dt. February 28, 1985.

⁴Sub-rule (4) added by the Notification No. SOIX-Reg. (S & GAD) VI/5-81, dt. 16th March 1983, the Sind Govt. Gaz., Extr. Pt. IV-A, P. No. 18, dt. March 31, 1983.

¹[7-A(1). The appointing Authority may approve the promotion of an Officer or official from the date on which the recommendation of the Provincial Selection Board or, as the case may be, the Departmental Promotion Committee is made.

(2) Notwithstanding anything contained in rule 31 of the Sindh Civil Services Rules, the Officer or official who expires or superannuates after the recommendations of the Provincial Selection Board or the Departmental Promotion Committee and before issuing the notification of promotion shall stand exempted from assumption of the charge of the higher post.

(3) The Accountant General in the case of an Officer and an officer authorized in this behalf in the case of an official will give a certificate to the effect that the officer or official has expired or superannuated.]

8. Persons as possess such qualifications and fulfil the conditions laid down for the purpose of promotion or transfer to a post shall be considered by the Departmental Promotion Committee or the Provincial Selection Board, as the case may be.

²[Provided that no promotion on regular basis shall be made in ³[Basic Scale] 18 to ³[Basic Scale] 21 unless the officer concerned has completed such minimum length of service as may be notified by Government.]

¹Rule 7-A inserted by the Notification No. SORI (S & GAD) 2-13/2005, dt. 18th March, 2006.

²Proviso added by the Notification No. SOIX-REG (S & GAD) 11/11/81, dt. 1st April, 1981.

³Substituted for "**Grade**" by the Noti. No. SOIX-REG (S & GAD) II/48-84, the 11th February, 1985, the Sindh Govt. Gaz., Pt. IV, dt. Feb. 28, 1985.

¹[Provided further that a Civil Servant declining to avail of benefit or order of his first time promotion shall not be considered for such promotion for the next four years from the date of such order, and he shall stand superseded permanently on his foregoing such promotion second time.]

²**[Explanation.-** Where a class of posts not being a fixed number of percentage of posts in such class are upgraded as a result of revision of pay scales, the incumbents holding the posts immediately before the up-grading shall continue in the up-graded posts and their continuance shall be deemed as promotion for the purpose of this part.]

³**[8-A. (1)** Where the appointing authority considers it to be in the public interest to fill a post reserved under the rules for departmental promotion and the most senior civil servant belonging to the cadre or service concerned who is otherwise eligible for promotion does not possess the specified length of service the authority may appoint him to that post on acting charge basis.

⁴[(2) * * * * *]

¹Second Proviso added by the Notification No. SOIX-REG (S & GAD) VI/5-81, dt. 16th March, 1983.

²Explanation added by the Notification No. SOIX-REG (S & GAD) 11-23-81, dt. 5th July, 1981.

³Rule 8-A inserted by the Notification No. SOIX-Reg (S & GAD) II/11-81, dt. 8th August, 1982, the Sind Govt. Gaz., Pt. IV-A, P. No. 103, dt. August 2, 1982.

⁴Sub-rule (2) omitted by the Notification No. SORI (S & GAD) 2-13/2006, dt. 28th June, 2006.

Before omission sub rule (2) of Rule 8-A read as follows:

(2) So long as a civil servant holds the acting charge appointment, a civil servant junior to him shall not be considered for regular promotion but may be appointed on acting charge basis to a higher post.

(3) In the case of a post in Basic Scale 17 and above, reserved under the rules to be filled by initial appointment, where the appointing authority is satisfied that no suitable officer of the Basic Scale in which the post exists is available that category to fill the post and it is expedient to fill the post, it may appoint to that post on acting charge basis the most senior officer otherwise eligible for promotion in the organization, cadre or service, as the case may be, in excess of the promotion quota.

(4) Acting charge appointment shall be made against posts which are likely to fall vacant for a period of six months or more. Against vacancies occurring for less than six months current charge appointment may be made according to the orders issued from time to time.

(5) Appointment on acting charge basis shall be made on the recommendation of the Departmental Promotion Committee or the Provincial Selection Board, I or II, as the case may be.

(6) Acting charge appointment shall not amount to appointment by promotion on regular basis for any purpose including seniority.

(7) Acting charge appointment shall not confer any vested right for regular promotion to the post or grade held on acting charge basis.

(8) The civil servant appointed on acting charge basis shall assume full duties and responsibility of the post.

(9) The civil servant appointed on acting charge basis shall be entitled to draw fixed pay equal to the minimum pay at which his pay would have been fixed had been appointed to that post on regular basis.

Explanation.- Service rendered on acting charge basis in the basic Scale applicable to the post shall not count for purposes of drawal of increments in the basic scale. Such service shall, however, count towards increments in the basic scale held immediately before appointment on acting charge basis.]

1[8-B. * * * * *

¹Rule 8-B inserted by the Notification No. SOR-I (S & GAD) 2-10/2005, dt. 10th February, 2005 and thereafter omitted by the Notification of even number, dated the 11th May, 2005.

Before omission Rule 8-B read as follows:

8-B (1) No Department shall recommend a civil servant for out of turn promotion, award or reward under section 9-A of the Act except in accordance with this rule.

(2) No civil servant shall be recommended under this rule unless the Department is satisfied that the civil servant concerned fulfils the requirement of the said section and no Department/ Anti-corruption inquiries or other cases are pending against him.

(3) Where a civil servant is granted out of turn promotion, he shall maintain his seniority in the lower grade and shall not further be promoted to higher post until his senior in interse-seniority, is promoted to that post.

(4) The out of turn promotion shall ordinarily be one time promotion in entire service; provided that if such civil servant in act of performance which involves risk of life deserve out of turn promotion subsequently also, he shall be granted suitable reward in cash in lieu of promotion.

(5) Where award or reward is recommended, the nature of award and amount of reward may be clearly spelled out in the recommendations.

(6) The recommendations shall be substantiated with facts and figures and documents, if any.

(7) The recommendations shall indicate if the civil servant concerned was recommended for grant of out of turn promotion, award or reward previously and if so with what result.

(8) The recommendations shall be placed before a committee consisting of the Chief Secretary as Chairman and (i) Secretary (Services) (ii) Secretary Law (iii) Home Secretary (iv) PPO as ex-Officio Secretary and (v) concerned Administrative Secretary as Members. This Committee shall co-opt Additional I.G.P. also in cases of Police personnel.

(9) The Chairman shall submit the report of the Committee to the Chief Minister for orders.

9. (1) Appointments by transfer shall be made from amongst the persons holding appointment on regular basis in the same basic scale in which the post to be filled exists.

²(2) Except as otherwise provided in any law for the time being in force, transfers of civil servants of various Basic Scales mentioned in column 2 of the table below shall be ordered or notified by the authorities respectively mentioned in column 3 and in the manner indicated in column 4 of that table.

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²Sub-rules (2) & (3) alongwith the table of rule 9 added by the Govt. of Sindh Notification No. SOIX-Reg. (S & GAD) 2/D/J-74, Pt. II, Vol, II, Karachi the 7th August, 1975, the Sindh Govt. Gaz., P. No. 87, dt. October, 2, 1975.

***TABLE**

Sr. No.	Basic Pay Scale of Officers/ Officials	Authority competent to make transfer	Deptt. to issue order of transfer
1	2	3	4
1.	(a) Officer of the Federal Government working under the Provincial Government.	Chief Minister Services and General Administration Department	Services and General Administration Department.
	(b) Heads of Attached Department.	-Do-	-Do-
	(c) Heads of Regional Offices in Basic Scale 20 and above.	-Do-	-Do-
	(d) Deputy Commissioners, Assistant Commissioners, and Sub-Divisional Magistrate and Superintendents of Police.	-Do-	-Do-
	(e) Officers of and above the status of Deputy Secretary to Govt. in the Secretariat.	-Do-	-Do-
2.	Section Officers and Superintendents.		
	(a) Within the Secretariat.	Chief Secretary	S & GA Department.
	(b) Within the	Secretary concerned.	Department

- Department concerned.
3. Other Officers under the Chief Secretary. Services and
 Services & General General
 Administration Administration
 Department holding posts Department.
 in Basic Scales 16 and 17.
4. Officers holding posts in Head of Attached Attached
 Basic Scales 16 and 17 Department in Basic Department
 other than Civil Judges Scale 19 or above Regional Office
 and Judicial/Magistrate. and where there is or the
 no, such Head of the Department
 Attached concerned, as
 Department, the the case may
 Regional Head of the be.
 office in Basic Scale
 19 or above within
 his jurisdiction,
 otherwise the
 Secretary concerned.
- (a) Official holding posts Deputy District
 in Basic Scale 1 and Officer.
 2 within the District.
- (b) Official holding posts District Officer.
 in Basic Scale 3 to 5
 within the District.
- (c) Official holding posts Executive District
 in Basic Scale 6 to Officer.
 11 within the
 District.
- (d) Official holding posts District Coordination
 in Basic Scale 12 to Officer.
 15 within the

- District. District Coordination
- (e) Official holding posts Officer, in
in Basic Scale 16 consultation with
and 17 within the the Nazim
District other than City/District
Civil Government.
Judges/Judicial
Magistrates, D.D.Os
and D.S.Ps.
5. Mukhtiarkars in Basic District Coordination Officer or
Scale 16. Officer within his Department
jurisdiction; concerned, as
provided that the the case may
inter-district transfer be.
shall be made by the
Board of Revenue,
Sindh.
6. Officers holding posts in Chief Secretary. Services and
Basic Scale 18 under the General
administrative control of Administration
the Services and General
Administration
Department.
7. Civil Judges, Judicial High Court. High Court.
Magistrates, Senior Civil
Judges, Assistant Sessions
Judges, Additional District
and Sessions Judges and
District and Sessions
Judges.
8. Officers holding posts in Minister (Subject to Department

Basic Scale 18 other than the condition that concerned those mentioned at S. No. 6 and 7.

transfer of an officer before completion of one years of his existing posting shall be made with the approval of the Chief Minister through the Chief Secretary).

- | | | | |
|-----|--|------------------|---|
| 9. | Officer in Basic Scale 19 and above holding posts of Commissioners, Deputy Commissioners and Deputy Inspector General of Police. | Chief Minister | Services and General Administration Department. |
| 10. | Officers holding posts in Basic Scale 19 other than those mentioned at S. No. 9. | Chief Secretary. | -Do- |
| 11. | Officers holding posts in Basic Scale 20 and above shown in the cadre schedule of APUG. | Chief Minister. | -Do- |
| 12. | Officers holding posts in Basic Scale 20 other than those shown in the cadre schedule of APUG. | Chief Secretary. | Services and General Administration Department. |

*Table substituted by the Notification No. SOR-I (S & GAD) 2-4/94, dated the 25th August, 1994, and thereafter further amendment by the Notification No. SOR-I (S & GAD)2-7/2001, dt. 26th October, 2001 and the Notification of even number, dated the 23rd October, 2004.

(3) Transferring authorities in respect of posts in Basic Scale 1 to 15 shall be notified by the Secretaries of the Departments in consultation with the Services and General Administration Department and until a notification is issued as aforesaid the authorities empowered under the respective Delegation of Powers Rules in force immediately before the 2nd day of August, 1973, shall continue to exercise powers of transfer to the extent shown in the said rules.]

¹[(4) Where the transferring authority is of the opinion that any post whose incumbent has been transferred can not be kept vacant, without being detrimental to the work he may order any officer under his control to hold the said post, in addition to his own duties, until a substitute is appointed or for a period of one month whichever is earlier.]

²**9-A.** Notwithstanding anything contained in these rules, a person who has been rendered surplus, on account of abolition of a post he was holding in any office or department of the Government or, any autonomous body or, on account of permanently taking over the administration of such autonomous body wholly or partially by the Government, may be appointed to any post in any Department or office of the Government, provided that –

- (i) such persons possesses each qualifications as are laid down under rule 3(2), for appointment to such post;

¹Sub-rule (4) added by the Notification No. SOIX-REG. (S & GAD) VI-1/81, dt. 26th July, 1981.

²Rule 9-A inserted by the Notification No. SOIX-Reg. (S & GAD) 2/D/1-74, Pt. II, Vol. III, the 1st February, 1978, the Sind Govt. Gaz., Pt. IV-A, dt. February 9, 1978.

- (ii) such person shall be appointed to a post of equivalent or comparable Basic Scale and if such post is not available, then to a post of lower Basic Scale;
- (iii) seniority of such person in the new cadre shall be reckoned from the date of appointment in that cadre; and
- (iv) previous service, if not pensionable, shall not count for pension and gratuity unless Government directs otherwise.]

PART – III
INITIAL APPOINTMENT

10. Initial appointment to posts in Basic Scales *[11] to 22, shall be made if the posts, -

- (a) fall within the purview of the Commission, on the basis of examination or test to be conducted by the Commission;
- (b) do not fall within the purview of the Commission, in the manner as may be determined by Government.

*In rule 10, substituted for “16” by the Notification No. SORI(S & GAD) 11/01/98 (A), dt. 20th November, 1999, the Sindh Govt. Gaz., Pt. IV-A, P. No. 10, dt. December 9, 1999.

¹[10-A * * * * *]

²**11.** Initial appointment to posts in Basic Scales ³[1 to 15] shall be made on the recommendations of the Department Selection Committee after the vacancies in these Basic Scales have been advertised in newspapers.]

⁴**11-A.** Where a civil servant dies while in service or is declared invalidated or incapacitated for further service, one of his/her children or, as the case may be, ⁶[spouse] (when all the children of the deceased employee are minor) shall be provided job who applies within a period of two years of death or declaration of invalidity or incapacity of civil servant on any of the ⁵[Basic Pay Scale 1 to 11] in the Department where such civil servant was working:

Provided that such appointment shall be made after fulfillment of formalities as required in the recruitment rules and holding interview, for the post applied for:

Provided further that the cut of date shall be within two years of the death of the officer or official.

*[Provided further that if a right of employment has already accrued to any of the children of deceased or invalidated or incapacitated civil servant then the former shall not be deprived of the benefit accrued to him under Notifications dated 11.03.2008 and 17.07.2009 of these rules].

*Third Proviso added by the Notification No. SORI(SGA&CD)2-3/2002(P-III) dt. 16th September, 2014.

¹Rule 10-A deleted by the Notification No. SORI-(SGA&CD)2-3/2002(P-IV) dated 10th October, 2016.

²Rule 11, substituted by the Notification No. SOIX-Reg (S&GAD)2/D/1-74 (Pt. II), Vol. II, the Sindh Govt. Gaz., Pt. IV-A, dt. 31st October, 1974.

³In rule 11, for the figures and word “3 to 15” substituted by the Notification No. SORI (SGA&CD)3-76/2019, dated 03rd March, 2020.

Before Substitution Rule 11 read as follows:

11. Initial appointments to posts in Grade 3 to 15 shall be made on the recommendations of the Departmental Selection Committee after the vacancies in these grades have been advertised in newspapers.

⁴Rule 11-A substituted by the Notification No. SOR-I (S&GAD) 2-3/02 (P-III) dt. the 30th July, 2011, the Sindh Govt. Gaz., Pt. I, P. No. 334, dt. 1st September, 2011.

⁵Rule 11-A substituted for the words “**basic pay scale 1 to 15**” by the Notification No. SORI(SGA&CD)2-3/2002(P-IV) dated. 12th August, 2016.

⁶Rule 11-A substituted for the word “**widow**” by the Notification No. SORI(SGA&CD)2-3/2002(P-IV) dated. 10th October, 2016.

Before Substitution Rule 11-A read as follows: (Notification dt: 17.09.2009)

11-A. Where a civil servant dies while in service or is declared invalidated or incapacitated for further service, one of his children shall be provided job who applies within a period of two years of death, or declaration of invalidity or incapacity of civil servant, on any of the basic scales 1 to 15, in the Department where such civil servant was working; provided that

such appointment shall be made after fulfillment of formalities as required in the recruitment rules and holding interview, for the post applied for.

Further provided that the cut-off date for appointment under deceased quota to the posts in BS-1 to 15 will be 17th July, 2007.

Before Substitution Rule 11-A read as follows: (Notification dt. 11.03.2008)

11-A. Where a civil servant dies while in service or is declared invalidated or incapacitated for further service, one of his children shall be provided job on any of the basic pay scales No. 1 to 15 in the Department where the deceased, declared invalidated or incapacitated civil servant was working without observing the prescribed formalities, if such child is otherwise eligible for the post in accordance with the recruitment rules.

Before Substitution Rule 11-A read as follows: (Inserted vide Notification dt. 2.9.2002)

11-A. Where a civil servant dies while in service or is declared invalidated or incapacitated for further service one of his children shall be provided job on any of the pay scales Nos. 1 to 10 in the Department in which the deceased civil servant was working without observance of the prescribed formalities if such child is otherwise eligible for the post.

¹**12. (1)** A candidate for appointment by initial recruitment must possess the educational qualifications and experience and be within the age limit laid down for that appointment.

(2) The age limit laid down for appointment to the posts mentioned in column 2 of the table below may be relaxed upto the extent shown in columns 3, 4 and 5 thereof by the authorities respectively specified in the said columns ²[:]

²[Provided that the upper age limit in respect of a disabled person as defined in the Disabled Persons (Employment and Rehabilitation) Ordinance, 1981, shall stand relaxed upto ten years in addition to the relaxation that may be granted under sub-rule (2).]

²In sub-rule (2), the full stop substituted by colon and thereafter proviso added by the Notification No. SOR-I (SGA&WD) IV/10-84, (Pt. I), the Sindh Govt. Gaz., Extr., Pt. IV-A, dt. 6th September, 1990.

¹Rule 12 substituted by the Notification No. SORI (S&GAD) 11/01/98 (A), dt. 20th November, 1999, the Sindh Govt., Pt. IV-A, P. No. 10, dt. December 9, 1999.

Before Substitution Rule 12 read as follows:

12. (1) A candidate for initial appointment to a post must possess the educational qualifications and experience and except as provided in the rules framed for the purpose of relaxation of age limit, must be within the age limit as laid down for the post:

Provided that the upper-age limit in respect of a disabled person as defined in the Disabled Persons (Employment and Rehabilitation) Ordinance, 1981, shall stand relaxed upto ten years in addition to the relaxation that may be granted under sub-rule (2).

***12-A.** The date of birth once recorded by a civil servant at the time of joining Government Service shall be final and no alteration thereafter shall be permissible.

*Rule 12-A inserted by Notification NO.SOR1(S&GAD)2-13/2005 dt. 16th April, 2012.

<http://sstsindh.gov.pk>

***TABLE**

Sr. No.	Posts in BPS	Upto One Year	Upto Three Year	Upto Five Years	Upto Ten Years
1	2	3	4	5	6
1.	1-11	Regional Head of the Department or Head of the Attached Department.	Head of the Deptt.	Secretary of the Deptt.	Minister Incharge or Chief Secretary (where there is no Minister)
2.	12-15	-Do-	-Do-	-Do-	-Do-
3.	16 and above	-Do-	Secretary of the Deptt.	Chief Secretary.	-Do-
4.	1 to 16 & above in SGA&CD			Secretary (Services)	Chief Secretary.

(IN CIVIL COURTS)

Sr. No.	Posts in BPS	Upto Six Months	Upto One Year	Upto Three Years	Upto Five Years
1.	1-11	Most Senior Judge of the High Court.	Chief Justice.	Chief Justice.	Chief Justice.

*Amended *vide* Notification No. SOR-I (S&GAD) 6-4/85/332, dt. the 6th July, 2004.

13. A candidate for appointment shall be citizen of Pakistan and a domicile of the Province of Sindh:

Provided that this requirement may be relaxed with the approval of the Services and General Administration Department.

14. Vacancies in the undermentioned posts shall be filled on Provincial basis in accordance with the merit and regional or District quota as determined by Government from time to time,-

- (i) Post in Basic Scales ¹[16] and above;
- (ii) Posts in Basic Scales ²[1 to 15] in offices which serve the whole Province.

15. Posts in Basic Scales ³[5 to 15] in offices which serve only a particular region or District shall be filled by appointment of persons domiciled in the region or District concerned.

⁴**16. Posts in BPS 1 to 4** shall ordinarily be filled on local basis i.e. the District, Taluka, Sub-Division, Union Councils and the facility the determinant of which is demography.

Illustration. The local area for the office of the Deputy Commissioner would be the entire respective district; the local area for the office of the Divisional Commissioner serves would be the entire division; the local area for the Provincial Secretariat serves would be entire Province; and the local area the THQ Hospital serves would be entire Sub-Division; the local area of primary school serves would be the area as prescribed by the School Education Department.]

¹In rule 14, in clause (i), substituted for "16" by the Notification No. SORI (S & GAD) 11/01/98 (A), dt. 20th November, 1999, the Sindh Govt. Gaz., Pt. IV-A, P. No. 10, dt. December 9, 1999, and thereafter again substituted for "11" by the Notification No. (S & GAD) 4/1-89 (Pt. I), dt. the 13th February, 2005.

²In rule 14, in clause (ii), for figures and word "3 to 15" substituted by the Notification No. SORI (SGA&CD)3-76/2019, dated 03rd March, 2020.

³In rule 15, for the figures and word "3 to 15" substituted by the Notification No. SORI (SGA&CD)3-76/2019, dated 03rd March, 2020.

⁴Rule 16, substituted by the Notification No. SORI (SGA&CD)3-76/2019, dated 03rd March, 2020.

2[17. (1) No candidate shall be appointed to a post unless, after such medical examination as Government may prescribe, such candidate is found medically fit to discharge the duties of the post; provided that blindness or any other physical defect shall not be a bar to the appointment, if the Medical Officer or Medical Board conducting the medical examination certifies that such defect shall not interfere with his duties.

(2) Where a candidate is not found fit under sub-rule (1) on account of any disability, the Director Health Service, Sindh, may upon the request of the Head of the office, condone such disability as is not likely to interfere with its duties.]

PART - IV
AD-HOC AND TEMPORARY
APPOINTMENTS

18. When under the Sind Public Service Commission (Functions) Rules, 1974, a post is required to be filled through the Commission, the appointing authority shall forward a requisition on the prescribed form to the Commission immediately it is decided to fill the posts or, if that is not practicable and the post is filled on *ad-hoc* basis as provided in rule 19 within two months of the filling of the post.

²Rule 17 substituted *vide* Noti. No. SOIX-Reg (S & GAD) IV/10-84, the 8th August, 1984, the Sind Govt. Gaz., Pt. IV-A, dt. August 23, 1984.

Before Substitution Rule 17 read as follows:

17. *No candidate shall be appointed to a post unless after such medical examination as Government may prescribe is found to be in good mental and bodily health and free from any physical defect likely to interfere with the discharge of his duties.*

19. When the appointing authority considers it to be in the public interest to fill a post falling within the purview of the Commission urgently it may, pending nomination of a candidate by the Commission, proceed to fill such post on *ad-hoc* basis for a period not exceeding six months by advertising the same, in accordance with the procedure laid down for initial appointment in Part III.

20. Short-term vacancies in the posts falling within the purview the Commission and vacancies occurring as a result of creation of temporary posts for a period not exceeding six months, may be filled by the appointing authority otherwise than through the Commission on a purely temporary basis after advertising the vacancy.

***[21.** The authority competent to exercise any power under these rule may with the prior approval of the Chief Minister delegate such power generally or for any specific purpose to an officer subordinate to such authority.]

*Rule 21 added by the Govt. of Sind Notification No. SOIX-Reg (S & GAD) 2/D/1-74, Pt. II, Vol. II, dt. Karachi, the 28th June, 1975.