

**THE GAZETTE OF PAKISTAN**

EXTRAORDINARY  
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ISLAMABAD, MONDAY, APRIL 1, 1985

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**PART II****Statutory Notifications, (S.R.O.)**

Government of Pakistan

Ministry of Defence

(Defence Division)

**NOTIFICATION***Rawalpindi, the 31<sup>st</sup> March, 1985*

**S.R.O.305(1)/85** – In pursuance of sub-rule(2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following methods, qualifications and other conditions are laid down for appointment to the under-mentioned posts in BPS-16 to 19 in the Department of Survey of Pakistan under the Ministry of Defence (Defence Division): -

1. Director (BPS-19)
2. Deputy Director (BPS-18)
3. Manager, L.P.O. (BPS-18)
4. Electrical/Mechanical Engineer (BPS-18)
5. Chief Administrative Officer (BPS-18)
6. Assistant Director (BPS-17)
7. Deputy Manager, L.P.O. (BPS-17)
8. Senior Administrative Officer (BPS-17)
9. Senior Stores Officer (BPS-17) \*
10. Private Secretary (BPS-17)
11. Survey Officer (BPS-16)
12. Assistant Manager, L.P.O. (BPS-16)
13. Foreman (BPS-16)
14. Stores Officer (BPS-16)
15. Administrative Officer (BPS-16)
16. Superintendent (BPS-16)
17. Assistant Private Secretary (BPS-16) \*\*

\* (Authority:- Ministry of Defence Notification No.F.9(3)/82-D-34, dated 04-03-1987).

\*\* (Authority:- Finance Division (Regulations Wing) O.M.No.19(55)Legal-II/2010-1055, dated 23<sup>rd</sup> December 2011.

## METHOD OF APPOINTMENT

2. The Posts shall be filled in as follows:-

Name and Pay Scale of the Post	Method of Appointment
1. Director (BPS-19)	(i) 80% of the total posts by promotion from the Civilian Officers. Failing promotion by initial appointment; and failing that by transfer in case of all civil posts. (ii) 20% reserved for Army Officers of the Corps of Engineers.
2. Deputy Director (BPS-18)	(i) 60% of the total posts by promotion from amongst the eligible departmental Civilian Officers. (ii) 20% of the total posts reserved for Army Officers of the Corps of Engineers. (iii) 20% of the total posts by initial appointment and failing that by promotion and failing promotion by transfer.
3. Manager, L.P.O. (BPS-18)	By promotion, failing that by initial appointment and failing that by transfer.
4. Electrical/Mechanical Engineer (BPS-18)	By deputation from Army (E.M.E) and failing that by initial appointment.
5. Chief Administrative Officer (BPS-18)	By promotion failing that by initial appointment and failing that by transfer.
6. Assistant Director (BPS-17)	(i) 40% of the total posts by promotion failing promotion, by initial appointment and failing that by transfer in case of all civil posts. (ii) 60% by initial appointment from the following categories:- a) 30% through competitive examination under the auspices of F.P.S.C. as per provision of schedules II & III of these rules. b) 30% by transfer of Army Officers of the Corps of Engineers of the rank of Captain, failing that by promotion and failing that by initial appointment as per (a) above.
	(Authority:- Ministry of Defence Notification No.F-9(3)/82-D-34(Survey), dated 14-05-1987.)
7. Deputy Manager, L.P.O. (BPS-17)	By promotion, failing that by initial appointment and failing that by transfer.

8. Senior Administrative Officer, (BPS-17) By promotion, failing that by initial appointment and failing that by transfer.
9. Senior Stores Officer (BPS-17) By promotion, failing that by initial appointment and failing that by transfer.  
(Authority:- Ministry of Defence Notification No.F.9(3)/82-D-34, dated 04-03-1987.)
10. Private Secretary (BPS-17) (i) By promotion, failing that by initial appointment and failing that by transfer.  
(ii) Will be granted BS-18 after putting in 5 years satisfactory service instead of 7 years. The Private Secretaries in BS-18 will further be granted BS-19 after putting in 12 years service in BS-17 and above taking benefit of Establishment Division O.M.No.1/9/80-R-II, dated 02-6-1983. However, on grant of BS-19 nomenclature of the post will be Senior Private Secretary.  
(Authority:- Finance Division (Regulations Wing) O.M.No.19(55)Legal-II/2010-1055, dated 23<sup>rd</sup> December 2011.)
11. Survey Officer (BPS-16) By promotion, failing that by initial appointment and failing that by transfer.
12. Assistant Manager, L.P.O. (BPS-16) By promotion, failing that by initial appointment and failing that by transfer.
13. Foreman (BPS-16) By promotion, failing that by initial appointment and failing that by transfer.
14. Stores Officer (BPS-16) By promotion, failing that by initial appointment and failing that by transfer.
15. Administrative Officer (BPS-16) By promotion, failing that by initial appointment and failing that by transfer.
16. Superintendent (BPS-16) By promotion, failing that by initial appointment and failing that by transfer.
17. Assistant Private Secretary (BPS-16) \*\* 50% of the posts of Asstt. Private Secretary shall be filled by promotion from amongst Stenotypist in the Department and balance 50% by direct recruitment.  
\*\* (Authorities):-  
i) Finance Division (Regulations Wing) O.M.No.19(55)Legal-II/2010-1055, dated 23<sup>rd</sup> December 2011.  
ii) Finance Division (Regulations Wing) O.M.No.1(110)R-1/2012-124/13, dated 28<sup>th</sup> February, 2013.

N.B “Provided that if no suitable officer is available for promotion or transfer from the Army, the post or posts so reserved for promotion or transfer, shall be filled by initial appointment.”

### CONDITIONS FOR PROMOTION

3. Promotion to the posts in column 1 below shall be made by selection from amongst the persons who hold the posts specified in column 2 on regular basis and possess the experience prescribed in column 3:-

Name & Basic Pay Scale of the Post	Persons Eligible	Conditions of eligibility
1	2	3
1. Director (BPS-19) (a) 80% reserved for civilian	Deputy Director (BPS-18)	(a) 12 years service in BPS-17 and above, inclusive of ½ of service in BPS-16 & ¼ of service upto BPS-15 as laid down in Estt. Div. O.M.No.1/9/80-R-2, dated 2-6-1983. OR 7 years service in BPS-18) for direct recruits in BPS-18.
(b) 20% reserved for Army officers.		(b) Rules for Army Officers annexed, as Schedule V.
2. Deputy Director (BPS-18) (a) 80% reserved for civilian	Assistant Director (BPS-17)	(a) 5 years service in BPS-17 inclusive of ½ service in BPS-16 & ¼ service upto BPS-15 subject to relaxation of service limits as laid down in Estt. Div. O.M.No.1/9/80-R-2, dated 2-6-1983.
(b) 20% reserved for Army Officers.		(b) Rules for Army Officers annex, as Scheduled V.
3. Manager, L.P.O. (BPS-18)	Deputy Manager, L.P.O. (BPS-17)	5 years service in BPS-17, inclusive of relaxation of service in BPS-16 and below as prescribed in Estt. Div. OM.No.1/9/80-R-2, dated 2-6-1983.
4. Chief Administrative Officer (BPS-18)	Senior Admn. Officer (BPS-17)	5 years service in BPS-17 inclusive of relaxation of service in BPS-16 and below as prescribed in

Estt. Div. O.M. No.1/9/80-  
R-2, dated 2-6-1983.

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| 5. | Assistant Director<br>(BPS-17)             | Survey Officer<br>(BPS-16)                   | 3 years service in BPS-16<br>as Survey Officer inclusive<br>of service as Extra Asstt.<br>Supdt. (BPS-16), if any. |
| 6. | Deputy Manager, L.P.O.<br>(BPS-17)         | Asstt. Manager,<br>L.P.O. (BPS-16)           | 3 years service as Asstt.<br>Manager LPO (BPS-16).   |
| 7. | Senior Administrative<br>Officer, (BPS-17) | Administrative<br>Officer/ Supdt<br>(BPS-16) | 3 years service in BPS-16<br>or 8 years service in BPS-<br>11 & above.   |
| 8. | Senior Stores Officer<br>(BPS-17)          | Stores Officer<br>(BPS-16)                   | 3 years service as Stores<br>Officer (BPS-16) or 8<br>years service as Tech.<br>Asstt.(Store) in BPS-14.           |

(Authority:- Ministry of  
Defence Notification  
No.F.9(3)/82-D-34, dated 04-  
03-1987.)

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|----|-------------------------------|--|--|
| 9. | Private Secretary<br>(BPS-17) | Assistant Private<br>Secretary<br>(BPS-16) | 5 years service as Assistant<br>Private Secretary in BPS-<br>15/16 OR above. |
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| 10. | Survey Officer (BPS-16) | Technical Assistant<br>Field, Geodesy,<br>Photogrammetry,<br>Photography,<br>Cartography (BPS-<br>15), * Assistant<br>Record and Librarian<br>(BPS-11) | 5 years service as<br>Technical Assistant BPS-<br>11/15 or above.<br>Subject to the following:-<br>(i) The posts of Survey<br>Officer employed as<br>Technical Officer and<br>Project Officer in<br>various offices of the<br>Deptt. will be<br>reserved to be filled<br>in from amongst<br>T.As. (Field)/ T.As.<br>(Cartography). |
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\* *Authority:- Ministry of  
Defence Notification  
No.F.9(2)/82-D-  
34(survey), dated 17<sup>th</sup>  
September, 1986*

*Authority:- Ministry of  
Defence Notification  
dated 25-08-2020 vide  
Ministry of Defence  
u.o.No.9-2/82/D-34,  
dated 25<sup>th</sup> August 2020.*

- (ii) The posts allocated  
for field units will be  
filled in from  
amongst T.As (Field),  
and  
(iii) The posts in  
functional Sections of  
Geodesy,

			Photogrammetry, Photography and Cartography will be filled in from amongst T.As or respective trades.
			(iv) For the post of Survey Officer sanctioned for M.R.I.O., Assistant Record and Librarians alone will be eligible.
11.	Assistant Manager, L.P.O. (BPS-16)	Technical Assistant (Reproduction) BPS-15). <i>Authority:- Ministry of Defence Notification dated 25-08-2020 vide Ministry of Defence u.o.No.9-2/82/D-34, dated 25<sup>th</sup> August 2020.</i>	At least 5 years service as Technical Assistant (Reproduction) BPS-15.
12.	Foreman (BPS-16)	Electrical/Mechanical Supervisor (BS-11) Photo Instrument Supervisor (BPS-11). <i>Authority:- Ministry of Defence Notification No.F.9/82-D-34 (Survey), dated 17<sup>th</sup> September 1986.</i>	At least 5 years service as Electrical/Mechanical Supervisor Photo Instrument Supervisor BPS-11 or above.
13.	Stores Officer (BPS-16)	Technical Assistant (Store) (BPS-15) <i>Authority:- Ministry of Defence Notification dated 25-08-2020 vide Ministry of Defence u.o.No.9-2/82/D-34, dated 25<sup>th</sup> August 2020.</i>	At least 5 years service as Technical Assistant (Stores) BPS-15.
14.	Administrative officer (BPS-16)	Office Supervisor (BPS-14)	6 years service as Office Supervisor (BPS-14)/Office Supdt/(BPS-10), if any OR 10 years service as Head Clerk (BPS-12) including service as such in pre-re-organisation scale. <i>Authority:-Ministry of Defence Notification No.3-2/2010/D-34, dated 11<sup>th</sup> May 2012.</i>

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| 15. | Superintendent (BPS-16)  | Assistant (BPS-15)<br><i>Authority:-<br/>S.R.O.920(I)/2016, dated<br/>22<sup>nd</sup> September 2016.</i> | 5 years service as Asstt.<br>(BPS-15) OR 10 years<br>service including that of<br>U.D.C. |
| 16. | Assistant Private Secretary<br>(BPS-16)<br><i>Authority:- Finance Division (RW)<br/>O.M.No.19(55)Legal-II/2010-1055,<br/>dated 23<sup>rd</sup> December, 2011.</i> | Stenotypist (BPS-14)<br><i>Authority:- SRO139<br/>(1)/2012, dated 31<sup>st</sup><br/>January 2012.</i>   | 3 years service as<br>Stenotypist (BPS-14)   |

### **QUALIFICATIONS, EXPERIENCE AND AGE, LIMITS FOR INITIAL APPOINTMENT**

4. A candidate must possess the educational qualifications and experience and must be within the age limits, as mentioned against the post concerned in the Schedule-I to this Notification:

Provided that the maximum age limits will be relaxed by 3 years incase of candidates belonging to Schedule castes, Buddhist community, recognized tribes of the Tribal Areas, Azad Kashmir and Northern Areas (Districts of Gilgit, Skardu and Diamir), in accordance with the instructions issued by the Establishment Division:

Provided further that for Government servants who have completed at least 2 years continuous Govt. service, maximum age limit may be relaxed by not more than 10 years upto the age of 55 years.

### **QUALIFICATIONS/ CONDITIONS FOR TRANSFER**

5. Appointment by transfer shall be made from amongst the persons holding appointment under the Federal Government on a regular basis in the same basic pay scale, in which the posts to be filled exists, provided the person concerned possesses the qualifications/experience prescribed for initial appointment to the post concerned.

- (a) Initial appointment to the post of Assistant Director (BPS-17) will be made on the basis of competitive written examination –cum-viva voce test to be held by the Federal Public Service Commission according to the Rules to be announced by the commission in the Notice whenever the Examination is held.
- (b) The inter-se-seniority of the Departmental officers will be determined in accordance with rules laid down in Schedule IV to this Notification.

### **PROBATION**

6. Persons appointed shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons to be recorded or, if considered necessary it may be extended for a period not exceeding one year as may be prescribed at the time of appointment. Appointment on probation shall be subject to the provisions of Section 6 of the Civil Servants Act, 1973.

**TERMS AND CONDITIONS OF SERVICE OF ARMY ENGINEER OFFICERS  
TRANSFERRED TO THE SURVEY OF PAKISTAN**

7. The detailed terms and conditions of service of Army Engineer Officers to be transferred to Survey of Pakistan are annexed as Schedule V.

8. This Notification issues with the concurrence of the Estt. Division and The Federal Public Service Commission as contained in their u.o.note No.5/7/82-R-5, dated the 21<sup>st</sup> February, 1985 and letter No.F.12-21/84-S, dated the 6<sup>th</sup> February, 1985 respectively and supersedes all such previous recruitment Rules/amendments in the recruitment rules notified from time to time for posts in BPS-16 to 19.

MOHAMMAD ISMAIL MAARIF,  
*Deputy Secretary*



3. Manager, L.P.O. (BPS-18)	<ul style="list-style-type: none"> <li>(i) 2<sup>nd</sup> Class Bachelor's Degree in Science with physics and Chemistry from a recognized University;</li> <li>(ii) Diploma in Printing Technology;</li> <li>(iii) Must have served in regular Apprenticeship in the trade for two years in any recognized Technical Institution acquiring thorough knowledge of; <ul style="list-style-type: none"> <li>(a) Process of photography and platemaking for Litho Printing; and</li> <li>(b) Litho Printing process with modern automatic feed rotary offset Machines and a general knowledge of both photo and Litho branches;</li> </ul> </li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>(i) Bachelor's Degree in Science with physics and Chemistry; and</li> <li>(ii) Ten years experience in the field of Printing.</li> </ul>	35
4. Electrical/ Mechanical Engineer (BPS-18)	<ul style="list-style-type: none"> <li>(i) Bachelor's Degree in Electrical/Mechanical /Electronic Engineering from a recognized institution;</li> <li>(ii) 5 years experience in the field of Electrical/Mechanical Engineering.</li> </ul>	35
5. Chief Administrative Officer (BPS-18)	<ul style="list-style-type: none"> <li>(i) Second Class Bachelor's Degree from a recognized University;</li> <li>(ii) 12 years experience in personnel Management including 5 years experience in BPS-17 or equivalent dealing with Establishment, Administration, Accounts and Budget work in a Government or a Semi-Government organization;</li> <li>(iii) Thorough knowledge of Rules and Regulations concerning Government service;</li> <li>(iv) Ability to supervise and co-ordinate Establishment, Administration, Accounts and Budget Work.</li> </ul>	35

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|----|-----------------------------------|---|----|
| 6. | Assistant Director<br>(BPS-17)    | 2 <sup>nd</sup> Class Bachelor's Degree with<br>Maths /Geography/ Physics/<br>Chemistry as one of the main<br>subjects from a recognized<br>University.<br><br>OR<br>2 <sup>nd</sup> Class Bachelor's Degree in<br>Civil/Mechanical/Electrical<br>Engineering from a recognized<br>University.  | 32 |
| 7. | Deputy Manager, L.P.O<br>(BPS-17) | <ul style="list-style-type: none"> <li>(i) 2<sup>nd</sup> Class Bachelor's Degree in<br/>Science with physics and Chemistry<br/>from a recognized University.</li> <li>(ii) Diploma in Printing Technology;</li> <li>(iii) Must have served in regular<br/>Apprenticeship in the trade for two<br/>years in any recognized Technical<br/>Institution/Business concern of<br/>repute acquiring thorough<br/>knowledge of: <ul style="list-style-type: none"> <li>(a) Process of photography and<br/>Plate Making for Litho<br/>Printing, and</li> <li>(b) Litho Printing processes<br/>with modern automatic feed<br/>rotary offset machines and a<br/>general knowledge of both<br/>photo and Litho branches.</li> </ul> </li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>(i) Bachelor's Degree in Science with<br/>physics and Chemistry from a<br/>recognized University;</li> <li>(ii) Five years experience in the field of<br/>printing.* * (Authority:- Ministry of<br/>Defence Notification No.F.9(3)/82-D-34,<br/>dated 04-03-1987.)</li> </ul> | 32 |

8. Senior Administrative Officer (BPS-17) (i) Second Class Bachelor's Degree from a recognized University; 32  
(ii) 5 years experience including 3 years in BPS-16 or equivalent dealing with Estt., Admn., Accounts and Budget work;  
(Authority:-Ministry of Defence Notification No.F.9(3)/82-D-34, dated 04-03-1987.)  
(iii) Thorough knowledge of Rules and Regulations concerning Govt. service;  
(iv) Ability to supervise and co-ordinate, Estt., Admn., Accounts and Budget work.
9. Senior Stores Officer (BPS-17) (i) 2<sup>nd</sup> Class Bachelor Degree in Science with Physics & Chemistry from a recognized university.  
(ii) 5 years experience in Procurement of imported & Indigenous stores items Preparation and scrutiny of Indents, Preparation of Foreign exchange Budget & Stores Accounts etc. \*
- \* (Authority:- Ministry of Defence Notification No.F.9(3)/82-D-34, dated 04-03-1987.)
10. Private Secretary (BPS-17) (i) 2<sup>nd</sup> Class Bachelor's Degree from a recognized University; 32  
(ii) Speed:-  
(a) Shorthand 120 w.p.m.  
(b) Typing 50 w.p.m.  
(iii) 3 years experience as a Assistant Private Secretary in a Government or a Semi-Government organization.
11. Survey Officer (BPS-16) (i) 2<sup>nd</sup> Class Bachelor's Degree with Maths / Geography / physics/ Chemistry as one of the main subjects from a recognized University; 32  
(ii) Preference will be given to candidates possessing experience in any trade of Surveying.

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|---|--|----|
| 12. Assistant Manager, L.P.O.<br>(BPS-16) | <ul style="list-style-type: none"> <li>(i) 2<sup>nd</sup> Class Bachelor's Degree in Science with physics and Chemistry from a recognized University;</li> <li>(ii) Must have thorough practical knowledge and 3 years experience in either process of photography or plate-Making for Litho-graphic printing press with automatic feed rotary offset machines or in both photo Lithographic and Litho Press Printing;</li> <li>(iii) Preference will be given to candidates qualified in the trade of printing</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>(i) Bachelor's Degree in Science with physics and Chemistry from a recognized University;</li> <li>(ii) Eight years experience in the printing trade.</li> </ul> | 32 |
| 13. Foreman (BPS-16)                      | <ul style="list-style-type: none"> <li>(i) Three years Diploma of Associate Engineer in Mechanical Engineering from a recognized University or institution;</li> <li>(ii) 5 years experience in Lathe work of Manufacturing of Survey instruments.</li> </ul>  | 32 |
| 14. Stores Officer (BPS-16)               | <ul style="list-style-type: none"> <li>(i) 2<sup>nd</sup> Class Bachelor's Degree in Science with physics and Chemistry from a recognized University;</li> <li>(ii) 5 years experience in Procurement, Maintenance of Stores and Stores Accounts.</li> </ul> <p style="text-align: center;">OR</p> <p>Intermediate science with 10 years experience in Procurement, Maintenance of Stores and Stores Accounts.</p>   | 32 |

15. Administrative Officer (BPS-16)	(i) Second Class Bachelor's Degree from a recognized University; (ii) 5 years Administrative experience in a Supervisory capacity dealing with Establishment, Administration, Accounts and Budget work in a Government or a Semi-Government organization. (iii) Sound knowledge of Government Rules and Regulations.	32
16. Superintendent (BPS-16)	(i) Second Class Bachelor's Degree from a recognized University; (ii) 5 years Administrative experience in a Supervisory capacity/dealing with Estt., Administration, Accounts and Budget work in Government or Semi-Government organization.	32
17. Assistant Private Secretary (BPS-16) <i>Authority:- Finance Division (RW)O.M.No.19(55)/Legal- II/2010-1055, dated 23<sup>rd</sup> Dec, 2011.</i>	Graduate with a speed of 100 w.p.m in Shorthand and 50 w.p.m in Typewriting.	25

Note: If any candidate claims a degree or a diploma awarded by an institutions not covered under this Schedule. Such a degree or diploma will be considered on its merit to be accepted or rejected as the Commission think fit.

**SCHEDULE II**

**STANDARD AND SYLLABUS OF THE EXAMINATION**

**SUBJECTS FOR THE EXAMINATION**

**Survey of Pakistan Assistant Director (BPS-17)**

The subjects of the examination and the maximum marks which can be gained in each are set-forth below. One question paper will be set in each of the sub-heads under item Nos. A(3), A(4) & B(1), B(2), B(3), B(4) & B(5) below:-

**(A) COMPULSORY:**

**1. Islamiat:**

Basic Principles of Islam,  
Islamic History, The Holy Quran, its revelation,  
compilation and basic principles 100 } 100

**2. Pak. Studies:** 100 } 100

**3. Mathematics:**

(i) Algebra, upto Determinants 100  
(ii) Geometry-First four and sixth books  
of Euclid with simple deductions and  
arithmetical illustrations. 100 } 300  
(iii) Plane Trigonometry upto solution of  
Triangles, logarithms and Mensuration. 100

**4. Drawing:**

(i) Free hand from copies 100  
(ii) Geometrical Drawing, Drawing plane,  
Geometrical Figures with compass and rule,  
hand printing and construction of scales of  
all kinds, including diagonal scale. 100 } 200

**5. Viva Voce** 300 300

**(B) OPTIONAL:**

**1. Survey:**

- |                 |     |       |
|-----------------|-----|-------|
| (i) Theoretical | 100 | } 200 |
| (ii) Practical  | 100 |       |

**OR**

**2. Pure Mathematics:**

- |  |     |       |
|--|-----|-------|
| (i) Pure plane Geometry, and Analytical Geometry of two and three dimensions and spherical trigonometry. | 100 | } 200 |
| (ii) Differential and Integral Calculus and Differential equations                                       | 100 |       |

**OR**

**3. Geography:**

- |  |     |       |
|--|-----|-------|
| (i) Theoretical - Physical Geography and Regional Geography.                     | 100 | } 200 |
| (ii) Practical - Scale, Projections Map Reading, P.T. survey and Contouring etc. | 100 |       |

**OR**

**4. Physics:**

- |  |     |       |
|--|-----|-------|
| (i) General Physics: Heat; Light; of B.Sc. standard with emphasis on the applied side.                                     | 100 | } 200 |
| (ii) Sound Electricity and Magnetism One or two questions may be set on Modern Physics, with emphasis on the applied side. | 100 |       |

**OR**

**5. Chemistry:**

- |  |     |       |
|--|-----|-------|
| (i) Physical Chemistry and inorganic Chemistry | 100 | } 200 |
| (ii) Organic Chemistry                         | 100 |       |

Each candidate must select one of the five optional subjects [Nos. B(1) to B(5)]. The standard of subjects [Nos. B(2) to B(5)] will be of Bachelor degree of a Pakistan University.

2. In assessing the candidate's personality and character special attention will be paid to initiative leadership, self reliance and tact. Interest in open air pursuits, the willingness to camp in remote areas are also important considerations. Weight will be given to distinction in sport and to the candidates possessing N.C.C. certificates.

3. The qualifying marks for the written portion of the examination will be 50% in the aggregate and 40% in all compulsory including Mathematics, and other optional subjects and 100 marks in the viva voce. \*

\* (Authority: Gazette Notification No.SRO 57(KE)/2014, dated 14-07-2014)

4. From the marks assigned to candidates in each subject, such deductions may be made as the Commission may consider necessary in order to ensure that no credit is allowed for merely superficial knowledge.

5. If a candidate's hand-writing is not easily legible, marks will be deducted on this account.

### **SCHEDULE III**

#### **REGULATIONS FOR THE PHYSICAL EXAMINATION OF CANDIDATES FOR INITIAL APPOINTMENT TO POSTS IN BPS-16-19 IN SURVEY OF PAKISTAN**

These regulations are for the convenience of candidates and in order to enable them to ascertain the probability of their coming upto the required physical standard. But it must be clearly understood that the Government of Pakistan reserve to themselves an absolute discretion to reject as unfit any candidate whom they may consider on the report of the Medical Board to be physically disqualified for the service and that their discretion is in no respect limited by these regulations. Save as provided in Regulation 2, these regulations are intended merely for the guidance of Medical Examiners and are not meant to restrict their discretion in any way.

1. To be passed as fit for appointment a candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of the duties of his appointment.

2. A minimum chest measurement of 33 inches (girth when fully expended with a minimum expansion of inches) is required. In the matter of co-relation of age, height and chest girth of candidates, it is left to the Medical Board to use whatever co-relation figures are considered most suitable as guide in the examination of the candidates.

3. The candidate's height will be measured as follows:-

He will remove his shoes and be placed against the standard with his feet together and the weight throws on the heels and not on the toes or outer sides of the feet. He will stand erect without rigidly and with the heels calves, buttock and shoulders touching the standard, the chin will be depressed to bring the vertex of the heel level under the horizontal bar, and the height will be recorded in inches and parts of an inch to quarters. Candidate whose height is less than 5 ft will not be considered physically fit for appointment.

4. The candidate's chest will be measured as follows:-

He will be made to stand erect with his feet together and to raise his arms over his head. The tape will be so adjusted around the chest that its upper edge touches the interior angles of the shoulder blades behind and its lower edge the upper part of the nipples in front. The arms will then be lowered to hang loosely by the side, and care will be taken that the shoulders are not thrown upwards or backwards so as to displace the tape. The candidates will then be directed to take a deep inspiration several times and the maximum expansion of the chest will be carefully noted, and the minimum and maximum will then be recorded in inches, 33-35, 34-36 ½, etc. In accordance with the measurements, fractions of less than ½ inch should not be noted.

5. The candidate will also be weighed and his weight recorded in pounds. Fractions of a pound should not be recorded.

6. The candidate's eye sight will be tested in accordance with the following rules. The result of each test will be recorded:-

(i) General – The candidate's eyes will be submitted to a general examination directed to the detection of any disease or abnormality. The candidate will be rejected if he suffers from any squint or morbid conditions of eyes, eye-lids or contiguous structures of such a sort as to render, or to be likely at a future date, to render him unfit for service.

(ii) Visual Acuity – (a) The examination for determining the acuteness of vision includes two tests, one for distant, the other for near vision. Each eye will be examined separately. Snellen's test types will be used for the test for distant vision without glasses at a distance of 20 feet, and for the test for near vision, without glasses, at any distance selected by the candidate.

b) No candidate will be accepted whose Visual Acuity falls below the following standards:-

	Better eye	Worse eye
Distant vision without glass .. .. .	6/12	6/18
Corrected with glass .. .. .	6/6	6/9
Near vision with or without glasses .. .. .	0.6	0.6

(iii) Colour perception, night blindness and field vision (a) Each eye will be examined separately and the lids must be kept wide open during the test.

(b) Inability to distinguish the principal colours will not be regarded as a cause for rejection but the fact will be noted in the proceedings and the candidates will be informed.

c) Each eye must have a full field of vision as tested by hand movements.

(iv) The degree of acuteness of vision of all candidates for appointment will be entered in the proceedings in the following manner:-

V.R.....with glasses.....Reads.....

V.L.....with glasses.....Reads.....

(v) In cases of serious abnormality the opinion of an ophthalmic specialist should be obtained.

Note: - No candidate will be accepted for appointment if his vision does not come/up to the requirements specified above without the use of contact glasses. (A correct glass or lens is defined as a glass of concavity of which is in contact with the globe of the eye, a layer the liquid being intervosed between the lens and the cornea. The meaning of the word "glasses" whenever used above is to be interpreted as not covering contact glass).

7. The urine (passed in the presence of the examiner) should be examined and the result recorded.

8. The following additional points should be observed:-

- (a) that the candidates hearing in each ear is good and that there is no sign of disease of the ear.
- (b) that his speech is without impediment,
- (c) that his teeth are in good order and that he is provided with denture where necessary for effective mastication (well filled teeth will be considered as sound).
- (d) that his chest is well formed and his chest expansion sufficient and that his heart and lungs are sound.
- (e) that there is no evidence of any abdominal disease,
- (f) that he is not ruptured.
- (g) that he does not suffer from hydrocele, a severe degree of varicocelo, various vetine or piles,
- (h) that his limbs, hands and feet are well formed and developed and that there is free and perfect motion of all his joints.
- (i) that he does not suffer from any invertebrate skin disease,
- (j) that there is not congenital malformation or defect,
- (k) that he does not bear traces of acute or chronic disease pointing to an impaired constitution.
- (l) that he bears marks of efficient vaccination, and
- (m) that he is free from communicable disease.

9. When any defect is found it must be noted in the certificate and the medical examiner should state his opinion whether or not it is likely to interfere with the efficient performance of the duties with which will be required of the candidates. If the condition is remediable by operation it should be so stated.

Note: Candidates are warned that there is no right of appeal from a medical Board, special or standing, appointed to determine their fitness for the above services. If, however, Government is satisfied on the evidence produced to them of the possibility of an error of judgement in the decision of the first Board, it is open to Government to allow an appeal to a second Board

## SCHEDULE IV

[Vide rule 5 (b)]

### RULES FOR DETERMINING DEPARTMENTAL SENIORITY OF OFFICERS

1.	Director and Deputy Director (BPS-19 & 18)	Seniority will be determined from the date of continuous regular appointment as such.
2.	Assistant Director (BPS-17)	Seniority will be determined as below:- (i) <u>Direct Recruit:</u> From the date of continuous regular appointment inclusive of service as Assistant Superintendent of Survey (BPS-17), if any. Their Seniority inter-se- will be in accordance with the position obtained, by them in the Competitive Examination; (ii) <u>Promoted Officers:</u> From the date of continuous regular appointment inclusive of service as Assistant Superintendent of Survey (BPS-17), if any; (iii) <u>Military Officers:</u> From the date of first regular Commission.
3.	Survey Officer (BPS-16)	From the date of continuous regular appointment inclusive of service as Extra Assistant Superintendent (BPS-16), if any.

## SCHEDULE V

[Vide rule 7]

### **TERMS AND CONDITIONS OF SERVICE OF ARMY ENGINEER OFFICERS TRANSFERRED TO THE SURVEY OF PAKISTAN**

#### **1. Reservation of Quota for Officers of the Corps of Engineer:**

A fixed quota, as detailed below, of the regular available vacancies of Director, Deputy Director and Assistant Director in BPS 19 to 17 respectively of the Survey of Pakistan shall be reserved for the officers of the Corps of Engineer, Pakistan Army:-

(i)	Director (BPS-19)	(20% of total 8 posts)	1.60
(ii)	Deputy Director (BPS-18)	(20% of total 19 posts)	3.80
(iii)	Asstt. Director (BPS-17)	(30% of total 33 posts)	10

#### **1. General**

Normally officers of the Corps of Engineers shall have commissioned service, including ante-date if any at the time of appointment in the Survey of Pakistan, as cited below against each:-

(i)	Director	Col./Lt. Col	17 years
(ii)	Deputy Director	Major	12 years
(iii)	Asstt. Director	Captain	5 years

#### **2. Selection**

The Surveyor General shall intimate to the Military Secretary at General Headquarters through the Ministry of Defence the number of vacancies, in the BPS 17 to 19 reserved for Army officers as and when they fall vacant. The Military Secretary shall then ask for volunteers from the Corps of Engineers and, in consultation with the Engineer in-Chief, recommend suitable candidates to the Surveyor General. The appointment shall be made by the Federal Government of Pakistan on the recommendations of the Surveyor General/Secretary Defence.

#### **3. Probation**

- (i) On first appointment officers shall be on probation for a period of two years. The officers will have the option to revert to the Army during the probationary period.
- (ii) An officer, on completion of two years probationary period, should be reverted back to Army only in case of following contingencies:-

- (a) If the Surveyor General of Pakistan is not satisfied with the performance of officer.

OR

(b) If the officer is not willing to be permanently transferred to Survey of Pakistan.

OR

(c) In case the Army officer concerned cannot be promoted in Survey of Pakistan.

#### **4. Training**

The officers shall be exempted by General Headquarters from passing any Army promotion examinations, etc. The concession shall, however, cease upon their reversion to the Army either during or on completion of the probationary period, when they may be given a maximum of two chances to pass the appropriate promotion examination.

#### **5. Conditions of Service during Probationary Period.**

During the probationary period, the officers shall remain on the effective list of the Army and shall be counted as supernumerary to the authorized strength of the Corps of Engineers, and shall be governed by the following rules:-

- (a) *Rank* (i) They shall retain rank (including temporary rank) held at the time their services are placed at the disposal of the Survey of Pakistan.
- (ii) The grant of time scale substantive promotion during this period shall be governed by the normal Army rules, as may be in force from time to time. Temporary promotions will be allowed on the basis of the 'next below' rule with the prior approval of the Military Secretary.
- (b) *Pay and Allowances (other than TA/DA)* - They shall receive the pay and allowances (other Than TA/DA) which they would have received in the Army on duty.
- (c) *TA/DA.* - They shall get TA and DA as are admissible to the officers of corresponding status in the Survey of Pakistan.
- (d) *Pension* Any claim that these officers or their families may have in respect of their disablement or death during this period of service with the Survey of Pakistan or arising out of any disability contracted in such service shall be determined solely in accordance with the Central Civil Services (Extraordinary Pension) Rules, or any modification or amendment to those rules for the time being in force, and the entire cost of meeting such claim shall be borne by the Survey of Pakistan. The Survey of Pakistan shall also be liable to pay the proportionate share of any service gratuity/pension that may be admissible to the officers in respect of their service with that Department.
- (e) *House Rent* – Rent for accommodation provided by the Government shall be recovered under the Army rules.

- (f) *Medical Treatment* - The officers and their families shall be entitled to the same medical facilities as their civilian counterparts in the Survey Department.
- (g) *Leave* – Leave shall be admissible as provided in the Military Leave Rules.
- (h) *Discipline* – For the purposes of discipline, the officers shall be governed by the provisions of Rule 346 of the Army Regulations, Volume-1 (Rules), 1960.
- (i) *Confidential Reports* - Annual Confidential Reports on the officers shall be rendered on the same forms as are in use in the Survey of Pakistan. A copy of the report shall be sent to the Military Secretary.

## 6. Rules applicable after confirmation

On successful completion of the Probationary period, the officer shall permanently transferred to Survey of Pakistan Department and borne on the supernumerary strength of the Army. The officers shall be released from the Army without any pensionary benefit from the date of their confirmation in the Survey of Pakistan. \* Authority:- Ministry of Defence Notification No.F.2(21)/79-D-34(survey), dated 06-03-1986.

## 7. Seniority/Promotion

There will be no inter-se seniority between the Military and Civilian officers of the same grade and promotion to Military officer will be given on the availability of a post in BPS 19 and 18 reserved for them.

## 8. Promotion

Sl. No.	Name of Post	Persons eligible	Condition of eligibility
1.	Director (B-19)	Deputy Director (B- 18)	Army officers of Corps of Engineer holding the rank of Major having 12 years service including ante-date and having served as Deputy Director in Survey of Pakistan for a minimum period of 2 years including probationary period will be eligible for promotion against posts reserved for officers of Corps of Engineers.
2.	Deputy Director (B-18)	Assistant Director (B-17)	Army officers of Corps of Engineer holding the rank of Captain having 5 years commissioned service, including ante-date and having served at least 3 years as Assistant Director in Survey of Pakistan

			including probationary period will be eligible for promotion against posts reserved for officer of Corps of Engineers.
--	--	--	--

**9. Recall of Active Duty**

If the services of any military officer transferred to the Survey of Pakistan are required by the Army, the Chief of Army, may at his discretion order his recall to the Army.

**10. Pay**

Their pay on confirmation in the Survey of Pakistan shall be fixed under F.R.-22. For this purpose, the pay in the Army shall be taken to include Pay of rank Staff /Command /Charge /Instructional Pay, Qualification Pay and Disturbance Pay.

**11. Military Rank**

Army officers of the Survey of Pakistan will be given the following *Local* Ranks by the Government of Pakistan, while holding the posts mentioned below:-

- |       |                 |                     |
|-------|-----------------|---------------------|
| (i)   | Director        | Colonel/Lt. Colonel |
| (ii)  | Deputy Director | Major               |
| (iii) | Asstt. Director | Captain             |

**12. Medical Treatment**

On confirmation in the Survey of Pakistan the officers shall be entitled to Medical treatment under the rules and on the scale applicable to officers of the Central Government paid from the civil estimates.

**13. Leave**

Officers permanently absorbed in the Survey of Pakistan shall be permitted to carry forward their privilege leave earned during Army Service.

**14. Confidential Reports**

Annual Confidential Reports on Officers permanently absorbed in the Survey of Pakistan shall be rendered on the same forms as are in use in the Survey of Pakistan.

**15. Option**

Army officers already transferred to the Survey of Pakistan shall have the option to accept the terms and conditions circulated to them vide Engineer-in-Chief's Branch, General Headquarters or the new ones prescribed above.

No.F.4(5)/80-D-34 (Survey)  
Government of Pakistan  
Ministry of Defence  
(Defence Division)

Rawalpindi, the 30<sup>th</sup> October, 1982.

NOTIFICATION

**SRO (1979/82)** In pursuance of Sub-rule (2) of rule 3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following methods, qualifications and other conditions are laid down for appointment to the posts of Surveyor General of Pakistan (Grade-21) and Deputy Surveyor General (Grade-20) in Survey of Pakistan, Ministry of Defence.

I. METHOD OF APPOINTMENT

2. Recruitment to the posts covered in these rules shall be made by the following methods:-

(a)	Surveyor General of Pakistan (Grade-21)	The Surveyor General of Pakistan must always come from the Army Engineers. He should preferably be a Major General.
(b)	Deputy Surveyor General (Grade-20)	By promotion in accordance with the rule 3 and if no one is found suitable for promotion then by direct recruitment. If direct recruitment also fails then by transfer/secondment.

II. CONDITIONS FOR PROMOTION

3. Promotion to post in column (1) below shall be made by selection from amongst the persons who hold the posts specified in column (2) on regular basis and conform to conditions of eligibility prescribed in column (3) below:-

Name of post	Persons eligible	Conditions of eligibility
1.	2.	3.
Deputy Surveyor General (Grade-20)	Director (Grade-19)	a) 5 years service in BS-19 OR b) 17 years service in BS-17 and above

### III. QUALIFICATIONS/CONDITIONS FOR TRANSFER/SECONDMENT.

4. The appointment by transfer/secondment shall be made from amongst the persons holding appointment on a regular basis in the same or equivalent grade in which the post to be filled exists, provided the person concerned possesses the qualifications/experience prescribed for direct recruitment to the post concerned.

### IV. APPOINTMENT BY DIRECT RECRUITMENT

5. A candidate must possess the educational qualification, experience as mentioned against the post concerned in the Schedule to this Notification.

The maximum age limit in the case of direct recruitment will be relaxed as follows:-

- (a) By three years in respect of candidates belonging to Scheduled Castes, Budist Community, Recognized Tribes of Tribal Areas, Azad Kashmir and Northern Areas (Districts of Gilgit, Ghanchi, Skardu and Diamir) in accordance with the instructions issued by the Establishment Division.
- (b) By maximum of 10 years in case of released/retired officers of the Armed Forces or by the number of years of their service whichever is less.
- (c) By not more than 10 years upto the age of 55 years for Government Servants who have completed at least 2 years service.

### V. PROBATION

6. Persons appointed by promotion, transfer/secondment or direct recruitment shall be on probation for a period of one year. This period may be curtailed for good and sufficient reasons to be recorded, or if considered necessary, it may be extended for a period not exceeding 1 year as may be prescribed at the time of appointment. Appointment on

probation shall be subject to the provisions of section 6 of Civil Servants Act 1973.

7. This Notification issued with the approval of the Establishment Division and the F.P.S.C and supersedes the Ministry of Agriculture & Works Notification No.SRO.225(K)/68, dated 09-2-1968 (amended from time to time) to the extent of the post of Surveyor General and Deputy Surveyor General.

Sd/--  
(MUHAMMAD ISMAIL MARRIF)  
DEPUTY SECRETARY TO THE GOVT. OF PAKISTAN

Publish: 25 copies of the Notification may please be supplied to this Ministry for official use.

Sd/--  
(MUHAMMAD ISMAIL MARRIF)  
DEPUTY SECRETARY TO THE GOVT. OF PAKISTAN

The Manager,  
Printing Corporation of Pakistan Press,  
KARACHI.

Copy forwarded to:-

1. The Establishment Division (Mr. M. Ashraf Ali Khan, Section Officer) Rawalpindi with reference to their O.M.No.5/5/80-R.5, dated the 18<sup>th</sup> October, 1982.
2. The Federal Public Service Commission (Mr. M. Akhtar Saleem, Director), Saeed Plaza, Near Polyclinic, Islamabad, with reference to their letter No.F.12-28/82-S, dated the 19<sup>th</sup> October, 1982.
3. The Surveyor General of Pakistan, Survey of Pakistan, Rawalpindi/Karachi.

## SCHEDULE

Sl. No.	Designation and Grade of the post	Qualification	Experience	Age Limit	
				Maximum	Minimum
1.	Deputy Surveyor General (Grade-20)	A second Class Master Degree in Geography with the specialization in Topography / Second Class Master Degree in Mathematics OR a Degree in Engineering or equivalent from any of the recognized Universities or Installations of Pakistan, U.K. or U.S.A	17 years experience in Grade-17 and above or equivalent in Engineering Field	50 years	40 years

NOTE:- Candidates possessing higher academic standard shall be preferred and length of experience shall be relaxable by 4 years in case of Ph.D Degree and by 2 years in case of M.Phil or equivalent qualifications.

PUBLISHED  
OF THE GAZETTE OF PAKISTAN

**GOVERNMENT OF PAKISTAN**  
**MINISTRY OF DEFENCE**  
**(DEFENCE DIVISION)**

Rawalpindi, the 25<sup>th</sup> August 1982.

**NOTIFICATION**

1) **SRO (1751/82)** In pursuance of 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 posts in BPS 3 to 15 mentioned below in Survey of Pakistan: -

**A. Technical Supervisory Staff:**

- |  |   |                 |
|--|---|-----------------|
| (1) Technical Assistant (Field)          | } | (BPS 11 and 15) |
| (2) Technical Assistant (Reproduction)   |   |                 |
| (3) Technical Assistant (Cartography)    |   |                 |
| (4) Technical Assistant (Stores)         |   |                 |
| (5) Technical Assistant (Photogrammetry) |   |                 |
| (6) Technical Assistant (Photography)    |   |                 |
| (7) Technical Assistant (Geodesy)        |   |                 |
| (8) Electrical & Mechanical Supervisor   |   |                 |
| (9) Photo Instrument Supervisor          |   |                 |
| (10) Assistant Records                   |   |                 |
| (11) Librarian                           | } | ...             |
| (12) Motor Transport Supervisor          |   |                 |
|  |   | (BPS 08)        |

**B. Topographical Staff:**

- |                   |   |                |
|-------------------|---|----------------|
| (1) Surveyor      | } | (BPS 9 and 11) |
| (2) Computer      |   |                |
| (3) Draftsman     |   |                |
| (4) Store Keeper  |   |                |
| (5) Record Keeper |   |                |

**C. Reproduction and other Technical Staff:**

(a) REPRODUCTION STAFF:

- |      |                         |   |                |
|------|-------------------------|---|----------------|
| (1)  | Compositor              | } | (BPS 7 and 11) |
| (2)  | Photographer            |   |                |
| (3)  | Technical Clerk         |   |                |
| (4)  | Negative & Plate Keeper |   |                |
| (5)  | Litho Draftsman         |   |                |
| (6)  | Letter Press Printer    |   |                |
| (7)  | Litho Machine Printer   |   |                |
| (8)  | Retoucher Photo         |   |                |
| (9)  | Prover                  |   |                |
| (10) | Plate Maker             |   |                |
| (11) | Printer Engineer        |   |                |
| (12) | Guillotine Operator     |   |                |

(b) OTHER TECHNICAL STAFF:

- |      |                      |                |
|------|----------------------|----------------|
| (13) | Instrument Mechanics | (BPS 7 and 11) |
|------|----------------------|----------------|

(c) MINISTERIAL STAFF:

(i) Attached Department Estt:

- |     |                      |           |
|-----|----------------------|-----------|
| (1) | Assistants           | (BPS-15)  |
| (2) | Stenotypist          | (BPS-14)  |
| (3) | Upper Division Clerk | (BPS- 11) |
| (4) | Lower Division Clerk | (BPS- 09) |

(ii) SUBORDINATE DEPARTMENT ESTT:

- |     |                      |           |
|-----|----------------------|-----------|
| (1) | Office Supervisor    | (BPS-14)  |
| (2) | Stenotypist          | (BPS-14)  |
| (3) | Head Clerk           | (BPS-12)  |
| (4) | Upper Division Clerk | (BPS- 11) |
| (5) | Lower Division Clerk | (BPS- 09) |

(d) OTHER MISCELLANEOUS STAFF:

- |     |                    |          |
|-----|--------------------|----------|
| (1) | Security Incharge  | (BPS-11) |
| (2) | Telephone Operator | (BPS-09) |
| (3) | Motor Driver       | (BPS- 4) |
| (4) | Book Binder        | (BPS- 3) |

## METHOD OF APPOINTMENT

2. The method of appointment to the posts under various heads mentioned in para1 above will be as under: -

### **A. TECHNICAL SUPERVISORY STAFF:**

(i) The post of Electrical/Mechanical Supervisor, Motor Transport Supervisor, Photo Instrument Supervisor and Assistant Records will be filled by initial appointment.

In case no suitable person is available in the Department for promotion to any of the posts mentioned above, it shall be filled by initial appointment from candidates possessing the qualification as prescribed in the Schedule.

ii) 50% of the posts of Technical Assistants, Field, Cartography, Geodesy, Photogrammetry, Photography, Reproduction and Stores will be filled by promotion and the balance 50% by initial appointment.

iii) Provided further that initially, the upgraded posts shall be filled in by the existing incumbents of the upgraded posts in the manner prescribed in Establishment Division's d.o. letter No.8/36/2000-R-1, dated 31.12.2008.

iv) The post of Motor Transport Supervisor will be filled in by initial appointment from the candidates possessing qualification as prescribed in schedule.

### **B. Topographical Staff:**

**&**

### **C. Reproduction Staff and Other Technical Staff:**

(i) The posts shall be filled in the proportion detailed below: -

(a)	By promotion	.....	10%
(b)	Children/Dependents of Survey Employees	.....	10%
(c)	Initial appointment.	....	80%

Of the initial appointment quota as per (c) above 1/3 rd will be reserved for Army/Ex Army personnel.

The vacancies reserved for Army shall be intimated to G.H.Q. by the Surveyor General of Pakistan for suitable nomination within 3 months. For nil or scanty response from quarters or non-availability of suitable persons from (a) and (b) above, the residual posts will be filled by initial appointment.

(ii) Selected candidates for initial appointment will be entertained as trainees (Apprentices) and will be under training for a period not exceeding 2 years during which time they will receive the minimum of National Pay Scale no. 7 and usual allowance. Trainees whose progress or conduct is unsatisfactory, may be discharged at any time without notice during the training period.

Two months before a trainee completes his training, the Deputy Director Incharge Unit/Office under whom he is serving will be required to submit a report on him through the Direct concerned, to the Surveyor General of Pakistan who, if he considers that the trainee's progress and conduct are thoroughly satisfactory, will sanction his being placed in BPS 9 on probation for 2 years and the incumbent will be designated as Assistant Technician (specific trade).

- (iii) After satisfactory completion of the probationary period and upon acquisition of the requisite level of proficiency and completion of prescribed years of service as determined by the Surveyor General, the Assistant Technician (specific trade) will be promoted as Technician (specific trade) and placed in BPS 9 subject to the condition that only 40% of the total posts in each cadre will be in BPS -11.

#### **D. Ministerial Staff:**

- (i) The posts of Office Supervisor (BPS 14) and Head Clerk (BPS 12) will be filled by promotion.
- (ii) 50% of the posts of Assistant will be filled by promotion and balance 50% by direct recruitment.
- iii) Provided further that initially the upgraded post of Head Clerk (Grade 12) shall be filled by promotion of existing incumbent of the post of Head Clerk (Grade-10).
- iii) 50% of the post of UDC will be filled by promotion and balance 50% by direct recruitment.
- iv) 50% of the posts of Stenographers shall be filled by promotion from amongst Stenotypists in the Department and balance 50% by direct recruitment.
- v) The posts of Stenotypist will be filled by direct recruitment.
- vi) **[4] The Post of L.D.C will be filled by 10% promotion and 90% direct.**

The appointments against posts available in attached Department Establishment and Subordinate Department Establishment will be made according to method of appointment detailed above from amongst the staff of the respective establishment only except for Stenographer and Stenotypist who would be eligible for appointment in either of the establishment.

#### **E. Other Miscellaneous Staff:**

The posts of Security Incharge (BPS-11), Motor Driver (BPS-4) and Book Binder (BPS-3) will be filled by direct recruitment.

The post of Telephone Operator (BPS-09) will be filled in by deputation from T&T department. In case the T&T Department fails to provide suitable persons for deputation, the post will be filled in by initial appointment from the candidates possessing the qualification as prescribed in schedule.

### CONDITION FOR PROMOTION

3. Promotion to the posts mentioned in Col. 1 below, shall be made by selection from amongst the persons who hold the posts specified in Col. 2 and possess the qualification and experience prescribed in Col. 3.

Name of Post	Persons Eligible	Condition of Eligibility
Technical Assistant (Field) (BPS-15)	Surveyor (BPS-11)	5 years service as surveyor in BPS-11.
Technical Assistant (Cartography) (BPS-15)	Draftsman (BPS-11)	5 years service as Draftsman in BPS-11.
Technical Assistant (Reproduction) (BPS 15)	Reproduction Staff (BPS-11)	5 years service in any of the reproduction trades in BPS-11.
Technical Assistant (Stores) (BPS 15)	Store Keeper (BPS-11)	5 years service as Store Keeper in BPS-11.
Technical Assistant (Photogrammetry) (BPS-15)	Surveyor (BPS-11)	5 years service as Surveyor BPS-11.
Technical Assistant (Photography) (BPS-15)	Photographers (BPS-9)	5 years service as Photographer in BPS-9.
Technical Assistant (Geodesy) (BPS-15)	Computers (BPS-11)	5 years service as Computer in BPS-11.
Photo Instrument Supervisor/ Electrical/ Mechanical Supervisor (BPS-11)	Instrument Mechanics (BPS-11)	5 years service as Instrument Mechanic in BPS-11.
Librarian (BPS 11)	i) Record Keeper (BPS-11) ii) D/Man Grade-11 with certificate of experience in Library Science.	5 years service as Record Keeper (BPS-9) or D/Man (BPS-11).
Assistant Record (BPS-11)	Record Keeper (BPS-9)	5 years service as Record Keeper (BPS-9) including service as such in the highest grade in pre-organization.
Office Supervisor (BPS-14)	Head Clerk (BPS-12)	3 years service as Head Clerks (BPS-12).
Assistant (BPS-15)	Upper Division Clerk (BPS-11)	3 years service as U.D.C in BPS-11.
Head Clerks (BPS-12)	Upper Division Clerk (BPS-11)	3 years service in as U.D.C in BPS-11.
Upper Division Clerk (BPS-11)	Lower Division Clerk (BPS-09)	3 years service as Lower Division Clerk in BPS-09.
Motor Driver (BPS-5 to 7)	Motor Driver (BPS-4)	Vide Govt. of Pakistan Estt. Division No. 15/2/75-P.1, dated. 7.5.1980.

## **QUALIFICATION/CONDITION FOR TRANSFER**

4. Appointment by transfer shall be made from amongst the persons holding appointment on a regular basis in the same BPS in which the post to be filled exists, provided the persons concerned possess the qualifications/ex-experience prescribed for initial appointment on promotion to the post concerned.

## **QUALIFICATIONS, EXPERIENCE AND AGE LIMIT FOR DIRECT RECRUITMENT**

5. A candidate must possess the educational qualification and experience and must be within the age limits as mentioned against the post concerned in the schedule to this notification.

Provided that the maximum age limit will be relaxed by 3 years in the case of candidates belonging to schedule castes Budhist Community, recognized tribes of tribal Areas, Azad Kashmir and Northern Areas (District of Gilgit, Skardu and Diamir) in accordance with the instruction issues by the Establishment Division from time to time.

Provided further that: -

- i) For Govt. Servants who have completed at least 2 years service, maximum age limit may be relaxed by not more than 10 years upto the age of 55 years.
- ii) The maximum age limit in respect of released/retired personnel of the Armed Forces shall be relaxable by a maximum of 10 years or by the number of years of their service which ever is less.

## **PROBATION**

6. Persons appointed by promotion or direct recruitment shall be on probation for a period of two years except for posts mentioned under Para 1 (c) and (d) in which case the probationary period shall be one year. This period may be curtailed for good and sufficient reasons to be recorded, or if considers necessary it may be extended for period not exceeding one year as may be prescribed at the time of appointment. Appointment on probation shall be subject to the provisions of Articles 6 of Civil Servants Act. 1973.

## **7. SECURITY AND SURETY BONDS.**

Selected candidates for all trades of Technical Assistants, Topographical staff except Record Keepers vide sub Para 1 (B). Reproduction and other Technical Staff vide sub Para 1(C) and Instrument Mechanics will be required to execute Security Bond in the prescribed form Appendix-I or II as applicable on initial appointment. They will also be required to furnish a surely bond as per Appendix-III.

8. This notification issues with the concurrence of the Establishment Division and supersedes the existing Survey of Pakistan LLS (Class III) Rules 1952, and the existing method of recruitment in respect of various other posts, which are now covered in this notification.

## SCHEDULE

Sl. No.	Designation and BPS of the Post	Qualifications and Experience	Age Limits	
			Maximum	Minimum
1	Photo Instrument Supervisor (BPS-11)	<p>i) Diploma in Electrical/Mechanical Engineering with at least 3 years experience of repairs and maintenance of Surveying, Photogrammetric Instruments, Equipment.</p> <p><b>OR</b></p> <p>ii) Should have at least 10 years experience in repair and maintenance of Surveying and Photogrammetric Instruments and Equipment like Theodolites, Levels, Stereopolting Instruments (A-7, A-8), Multiplexes, Kelsh Plotters, etc., Electrical and hand operated calculating machines/Electronic calculators, etc.</p>	25 years	18 years
2	Assistant Record (BPS-11)	Graduate in Geography or commerce preference will be given to those possessing diploma in Library Science.	-do-	-do-
3	Librarian (BPS-11)	Graduate with diploma in Library Science.	-do-	-do-
4	Technical Assistant (Field), (Geodesy) and (Photogrammetry) (BPS-15)	Graduation (14 years) with Maths / Physics / Geography or Associate Degree in Surveying / Remote Sensing (RS) and Geographical Information System or Bachelor of Computer Science from a HEC recognized University / Institute.	-do-	-do-
5	Technical Assistant (Photography), (Rep.) and (Stores) (BPS-15)	<p><b><u>For the post of Technical Assistant (Photography)</u></b> Graduation (14 years) with Maths/Physics/Geography or Associate Degree in Surveying /Remote Sensing (RS) and Geographical Information System or Bachelor of Computer Science from a HEC recognized University/Institute.</p> <p><b><u>For the post of Technical Assistant (Reproduction)</u></b> Graduation (14 years) with Maths/Physics/Printing Technology/Mechatronics/IT from a HEC recognized University.</p> <p><b><u>For the post of Technical Assistant (Store)</u></b> Graduation (14 years) with Maths/Physics/IT from a HEC recognized University.</p>	-do-	-do-

6	Technical Assistant (Carto) (BPS-15)	Graduation (14 years) with Maths / Physics / Geography or Associate Degree in Surveying /Remote Sensing (RS) and Geographical Information System or Bachelor of Computer Science from a HEC recognized University.	-do-	-do-
7	Electrical & Mechanical Supervisor (BPS-11)	Diploma in Mechanical Engineering from a polytechnic or recognized Engineering Institution.	-do-	-do-
8	Security Incharge (BPS-11)	i) Ex-Junior Commissioned Officer from Armed Forces. ii) Experience of Military Police or of Defence Security Sections. iii) Matric or equivalent education.	45 years	25 years
9	Instrument Mechanic BPS-7	F.Sc (Pre Engg) / ICS / DAE (Civil / Surveying / GIS) or equivalent qualification from a recognized Institute.	25 years	18 years
10	Motor Driver (BPS-4)	i) Literate ii) 5 years Licensed experience. Preference will be given to Lower grade employees of the Department who have been employed as Cleaners for 5 years.	35 years	25 years
11	Book Binder (BPS-3)	i) Literate ii) Sufficient knowledge in the train.	25 years	18 years
12	Posts mentioned under head B & C (BPS-7)	F.Sc (Pre Engg) / ICS / DAE (Civil / Surveying / GIS) or equivalent qualification from a recognized Institute.	-do-	-do-
13	Office Supervisor (BPS-14)	i) Degree from a recognized University. ii) 5 years administrative experience in a supervisory capacity dealing with the Establishment, Administrative Accounts and Budget work in Govt. or Semi Govt. organization.	35 years	25 years
14	Assistant (BPS-15)	Degree from a recognized university	25 years	18 years
15	Upper Division Clerk (BPS-11)	Intermediate preference will be given to type knowing persons	-do-	-do-
16	Lower Division Clerk (BPS-09)	Matriculation with a speed of 30 words per minute in Typewriting.	-do-	-do-
17	Stenotypist (BPS-14)	(i) Intermediate (ii) Minimum speed of 80/40 w.p.m. in shorthand/typing respectively. (iii) Must be computer literate.	-do-	-do-
18	Motor Transport Supervisor (BPS-08)	Matriculate having experience in maintenance of Stores and records of vehicle in a Govt. <b>OR</b> Semi Govt. department preferably in a motor OR Auto mobile agency for at least 5 years <b>OR</b> Ex-NCOS having M.T. trade preferably Engr/EME/S & I with at least 5 year experience in Store/M.T. Records	25 years	18 years

		handling.		
19	Telephone Operator (BPS-09)	Intermediate with 02 years experience as Telephone Operator	25 years	18 years

**Note for ready reference:-**

1. The Post(s) of Assistant (BPS-14), UDC (BPS-09) & LDC (BPS-07), have been upgraded into (BPS-15), (BPS-11) & (BPS-09), respectively vide SRO 920/(1)/2016, dated 22<sup>nd</sup> September 2016, and the post of Driver (BPS-04) & Book Binder (BPS-03) have been moved one scale up vide Finance Division O.M. No. F.6 (4) R.I/2006, dated 29<sup>th</sup> June, 2006.
2. The posts of Stores Supervisor (B-13) are merged with the three posts of Technical Assistant (Stores) (B-11).
3. The post of Technical Assistant (Workshop) be converted as E.M. Supervisor.
4. The post of Map Curator be upgraded as Assistant (Record).
5. The post of LDC's will be filled 10% by promotion vide Estt. Div. Notification dated 7-4-1988.
6. The Post Welfare and Security Officer (BPS-07) be converted as Security Incharge (BPS-11).
7. M.T. Supervisor (BPS-08) Fresh entry may be made.
8. Telephone Operator (BPS-09) -do-
9. The word "Direct Recruitment" wherever accruing in the rules may be replaced by the word "Initial Appointment", vide MoD notification No. F-9 (2)/82-D-34 (Survey), dated. 07-01-87.
10. The post of Head Clerk (BPS-10) has been upgraded as (BPS-12) vide Ministry of Defence Notification No.5/6/82-R-5, dated 27<sup>th</sup> June 2011.
11. The post of Technical Assistant (BPS-14) has been upgraded as (BPS-15) vide Finance Division (Regulation Wing) O.M. F.No.1(4)R-I/2014/2018, dated 27<sup>th</sup> June, 2019 & Establishment Division O.M. No.8/44/2016-R-6(Pt-V), dated 14<sup>th</sup> November 2018.
12. Technicians (various cadres) has been upgraded from BS-5/7/9 to BS-7/9/11 vide Finance Division (RW) O.M.No.9(6)R-1/2011-260/2013, dated 3<sup>rd</sup> June 2013 & Establishment Division O.M.No.8/27/2012-R-1, dated 27-05-2013.
13. Telephone Operator has been upgraded from BS-07 to BS-09 vide Finance Division O.M.F.No.1(24)R-I/2012-191/2014, dated 29<sup>th</sup> May 2014 and Ministry of Defence Notification No.3-10/2011/D-34, dated 25<sup>th</sup> March 2016.