

**GOVERNMENT OF THE PUNJAB
SERVICES, GENERAL ADMINISTRATION &
INFORMATION DEPARTMENT**

NOTIFICATION

The 16th May, 1985

No. SORIII-1-28/80. In exercise of the powers conferred on him by Section 23 of the Punjab Civil Servants Act, 1974, and in supersession of the West Pakistan Planning & Development (Gazetted Posts) Recruitment Rules, 1972, the Governor of the Punjab is pleased to make the following rules, namely:-

**THE PUNJAB PLANNING AND DEVELOPMENT DEPARTMENT RECRUITMENT
RULES, 1985.**

1. These rules may be called the Punjab Planning & Development Department recruitment Rules, 1985.
2. They shall come into force at once.
3. The method of recruitment, minimum qualifications, age limits and other matters related thereto for the posts shall be as given in the schedule annexed.
4. The Planning and Development Department (Ministerial / Subordinate Posts) Recruitment Rules, 1979 are hereby repealed.
5. The West Pakistan Planning & Development Department (Non Gazetted-Technical Posts) Recruitment Rules, 1963 to the ¹extent of the post of Computers (Economics) are hereby repealed.

BY ORDER OF THE GOVERNOR OF THE PUNJAB

**SAJJAD-UL- HASAN
ADDITIONAL CHIEF SECRETARY.**

Endt: No. SORIII-1-28/80

Dated the 21st May, 1985

¹Printed in the Notification as "extend"

SCHEDULE

Name of the Department	Functional Unit	Name of the Post	Appointing Authority	Minimum qualifications for appointment by		Method of Recruitment	Age for initial recruitment		Examination Training or any other condition required for confirmation
				Initial Recruitment or transfer	Promotion		Min. (years)	Max. (years)	
1	2	3	4	5	6	7	8	9	10
Planning & Development Department	Economic Planning	1. Chief Economist	Chief Minister	(i) Ph. D in Economics, Finance, Economics Planning, Economics Policy, Development Economics, Agricultural Economics, Transportation Economics, Industrial Economics, Business Administration or Public Finance from a University recognized by Higher Education Commission with five years relevant experience in a reputable public or private sector organization; and (ii) have five publications recognized by Higher Education Commission but of them three publications must be in impact factor generals.	-	By initial recruitment or by transfer	30	49 Fifty (50) years for Departmental candidates	-

Planning & Development Department	Economic Planning	2. Joint Chief Economist	² [Chief Minister	<p>a) Ph. D or equivalent qualifications in Economics, Transportation Economics, Industrial Economics/ Organization, Commerce, Agricultural Economics, Cost Accountancy, or Business Administration; and</p> <p>b) Five years' experience in the field of Development Planning or Economic Analysis and Research.</p> <p>Note:</p> <p>i) If the post of Chief Economist is filled by recruitment of a Ph.D. in Agricultural Economics the post of Joint Chief Economist upon vacancy will be filled by a Ph.D. in Economics.</p> <p>ii) Preference will be given to those with a flair for Economic Analysis and Planning and insight into the socio- economic problems of the country.</p>	-	By initial recruitment or by transfer	30	40	-
								Fifty (50) years for Departmental candidates	

² The words Chief Minister in serial no 1-5 substituted vide notification No. SOR-III.1-2/93, dated 23-10.1998.

-do-	-do-	3. Member Social Infrastructure , Member Production Sector Wing, Member private Sector Development , Member Education.	Chief Minister	<p>i) Second Class Master's Degree in Economics, Statistics, Commerce or Agricultural Economics form a recognized university; and</p> <p>ii) Eight years' experience of work and or research relating to Development Economics, Statistics, Banking Public Finance, International Economics and other fields of Economic planning or Development;</p> <p>OR</p> <p>i) First Class Master's degree in Economics, Statistics, Commerce or Agricultural Economics form a recognized University; and</p> <p>ii) Six years' experience of work and or research relating to Development Economics, Statistics, Banking Public Finance, International Economics and other fields of Economic Planning or</p>	Same as in Column (5)	³ [75% by posting from officers of DMG/PCS/PSS Cadres and 25% by posting from Senior Chiefs of Section (BS-20) of P&D Department, keeping in view their qualification and merit.]	28	40 Fifty (50) years for Departmental candidates	-
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³ Substituted vide Notification No. SOR-III(S&GAD)1-11/2004, dated 30th April 2011.

				<p>Development; OR</p> <p>i) Master's degree from a foreign recognized University (other than Indian university) in Economics, Statistics, Commerce or Agricultural Economics; and</p> <p>ii) Five years' experience of work and or research relating to Development Economics, Public Finance, Statistics, or other fields of Economic Planning or Development; OR</p> <p>i) Ph. D from recognized University or equivalent qualifications in Economics, Statistics, Commerce or Agricultural Economics; and</p> <p>iii) Three years' experience of work and or research relating to Development Economics, Public Finance, Statistics, or other fields of Economic Planning or</p>					
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				<p>Development.</p> <p>Note: Preference will be given to those combining outstanding professional ability, with qualities of maturity of thought, creative imagination, good judgment and above average ability to express orally and in writing.</p>					
-do-	-do-	4. Member Infrastructure Development	Chief Minister	<p>i) 2nd Class Master's Degree from a recognized University or equivalent qualifications in Economics, Statistics, Commerce or Agricultural Economics; and</p> <p>ii) Five years' experience of work and or research relating to Development Economics, Public Finance, Banking, International Economics, Statistics, or other fields of Economic planning or Development; OR</p> <p>i) An Honour's Degree or Master's Degree from a recognized University (other than Indian University) or 1st Class Master's Degree in Economics, Statistics, Agricultural Economics, or Commerce from a recognized University; and</p>	Same as in Column (5)	50% by initial recruitment; and 50% by promotion on the basis of seniority cum-fitness from among the holders of the posts of Research Officers in the functional unit with at least one year's experience as such.	25	35	Departmental Examination as may be prescribed by Government from time to time.

				<p>ii) Three years' experience of work and or research relating to Development Economics, Public Finance, Banking, International Economics, Statistics, or other fields of Economic Planning or Development. OR</p> <p>iii) Ph. D. from a recognized University or equivalent qualifications in Economics, Statistics, Commerce, Agricultural Economics, Business Administration, Public Administration (with Economics or Statistics as a subject in Degree Course).</p>					
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-do-	-do-	5. Research Officer	Chief Minister]	<p>i) Master's Degree (2nd Class) from a recognized University or equivalent qualifications in Economics, Statistics, Commerce, Agricultural Economics, and</p> <p>ii) Two years' experience of work and or research relating to Development Economics, Public Finance, Banking, International Economics, Statistics, or other fields of Economic planning or</p>	<p>Master's Degree (2nd Class) from a recognized University equivalent qualification in Economics, Statistics, Commerce, Agricultural Economics, with 2 years' experience as Economic Investigator OR Master's degree in Economics/Geography / Commerce or equivalent</p>	<p>50% by initial recruitment; and 50% by promotion on the basis of seniority-cum-fitness from among the holders of the posts of Economic Investigators in the functional unit.</p>	21	28	<p>Departmental Examination as may be prescribed by Government from time to time.</p>
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				Development. OR Master's Degree (1 st Class) from a recognized University equivalent qualifications in Economics, Statistics, Commerce, Agricultural Economics.	qualification from a recognized University with 5 years' experience as Economic Investigator.				
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<p>⁴[Planning & Development Department</p>	<p>Economic Planning</p>	<p>5-A⁵. [Chief of Section / Executive District Officer (F&P)/ District Officer (Planning) (BS-19)]</p>	<p>Chief Minister</p>	<p>i. Master's Degree (1st Division) in Economics / Statistics / Commerce/ Economic Planning/ Economic Policy / Agriculture Economics / Transportation Economics / Business Administration / Public Finance from a recognized University; or Bachelor's Degree (1st Division) in civil Engineering from a recognized University. ii. Five years experience in the line or research work relating to Development Economics / Public Finance / Banking / International Economics / Statistics or other fields of Economic Development or Planning.</p>	<p>-</p>	<p>(a)⁶[For Chief of Section / District Officer (Planning) (BS-19): (i) 20% by initial recruitment;] (ii) 30 % by posting from officers of DMG/Ex- PCS/ Ex-PSS/ PMS/ Engineering Cadre; and (iii) ⁷[50% by promotion on the basis of seniority-cum-fitness from amongst the Assistant Chief / District Officers (Planning) . (b) For the 20% posts of Executive District Officer (Finance & Planning) reserved for the officers of P&D, by promotion on ton the basis of seniority-cum-fitness form amongst the Assistant Chief / District Officer (Planning) .] (c)For the 30% posts of Director</p>	<p>27</p>	<p>40</p>	<p>As may be prescribed by the Government.]</p>
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⁴ Substituted vide Notification No. SOR-III(S7GAD)1-11/2004, dated 22nd March 2012.

⁵Substituted vide Notification No.SOR-III(S&GAD)1-11/2004, dated 14th October, 2004.

⁶ ibid

⁷ ibid

						<p>s (Development & fiancé) (BS-19) reserved for the officers of P&D, by promotion on the basis of selection on merit from amongst the Assistant chiefs / District Officer (Planning) (BS-18)</p>			
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[Planning & Development Department	Planning & Development Department	5-AA Deputy Director (Technical) (BS-18)	Administrative Secretary	-	-	By promotion on the basis of seniority-cum-fitness from amongst the Assistant Directors (Technical) (BS-17) having five years' regular service as such.	-	-	As may be determined by the Administrative Department in consultation with Management and Professional Development Department.]
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		5-B ⁸ [Assistant Chief / District Officer (Planning) (BS-18)]	Secretary P&D Deptt.	<p>i) 1st class Master's degree in Economics / Statistics / Commerce / Economics Planning / Economic Policy / Agriculture Economics / Transportation Economics / Industrial Economics / Development Economics / Business Administration / Public Finance or 1st Class Bachelor's Degree in Civil Engineering from a recognized University.</p> <p>ii) Three years experience of work or research relating</p>	<p>⁹[i). 20% by initial recruitment. ii) 30% by posting from DMG/ PCS/ PSS / PMS. iii) 50% by promotion on the basis of seniority-cum-fitness from amongst the Planning Officers / Deputy District Officers (Planning) having five years experience as such.]</p>	25	35		
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⁸Substituted vide Notification No.SOR-III(S&GAD)1-11/2004, dated 14th October, 2004.

⁹ ibid

				to Development Economics / Public Finance / Banking / International Economics / Statistics or other fields of Economic Planning or Development.					
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-do-	-do-	5-C ¹⁰ [Planning Officer/Deputy District Officer (Planning) (BS-17)]	Secretary P&D Deptt	i)	1 st class Master's degree in Economics Statistics / Commerce / Economic Planning / Economic Policy / Agriculture Economics / Transportation Economics / Industrial Economics / Development Economics / Business Administration or Public Finance from a recognized	¹¹ [By initial recruitment .]	24	35	26	-
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¹⁰ Substituted vide Notification No.SOR-III(S&GAD)1-11/2004, dated 14th October, 2004.

¹¹ ibid

				<p>University and</p> <p>ii) Two year's experience of work or research relating to Development Economics / Public Finance / Banking / International Economics / Statistics or other fields of Economic Planning or Development.</p>					
¹² [Planning & Development Department	Economics Planning	5-D. Deputy District Officer (Technical) (BS-17)	Secretary (P & D)	B.Sc. Civil Engineering from a recognized University.	-	<p>i. By initial recruitment.</p> <p>ii. if none is available then by transfer.</p>	21	28	-]
-do-	-do-	6. Research Officer Library		M.A (2 nd Class) in Library Science from a recognized University; or B.A with Economics/Statistics as one	-	By initial recruitment.	21	26	-

¹² Inserted vide Notification no. SOR-III(S&GAD)1-11/2004, dated 2nd Sept, 2006.

				of the subjects and diploma in Library Science from a recognized University with three years experience in Library Work.					
-do-	-do-	7. Technical Officer	-do-	B.Sc. Civil (Engg:) from a recognized University (other than Indian University) with one year's experience of work in Government Department or any reputable Engineering concern; OR M.A.I.E.(Civil Engineering) with 5 years' experience of work in Government Department or any reputable Engineering concern.	-	By initial recruitment or by transfer.	25	40	-

-do-	-do-	8. Economic Investigator	-do-	Master's Degree in Economics / Statistics/Commerce or equivalent qualifications from a recognized University.	Graduate with Economics/ Commerce with 5 years experience; OR Intermediate with Economics/ Statistics/ Commerce with 6 years experience.	60 % by initial recruitment and 40% by promotion on the basis of selection on merit from among persons holding the posts of Economic Computer in the functional unit. If no suitable person is available then by initial recruitment.	21	28	-
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¹³ Planning & Development Department	Economic Planning	9. Member Health	Chief Minister	<p>i). MBBS from a University recognized by Higher Education Commission and registered as medical practitioner with Pakistan Medical & Dental Council; and</p> <p>ii). ten years' experience in the relevant field;</p> <p>Preference shall be given to those who have Master degree in Health Policy, Health Economics or Public Policy; or are MBA or MPA.</p>	-	By initial recruitment. If none is available for initial recruitment then by posting from amongst officers of health cadre having qualifications for initial recruitment.	31	49	
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¹³ Serial No. 9-11 inserted vide Notification No. SOR-III(S&Gad)1-11/2004(P) dated, 4th Sept 2015.

P & D Department	Economic Planning	9-A Assistant/Sub- Engineer (BS- 11)	DCO	Matriculation along with Diploma in Civil Engineering after undergoing a minimum three years course from the Punjab Board of Technical Education or equivalent qualification from an Institute recognized by Government.	-	By initial recruitment.	18	25	-
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-do-	-do-	10. Member (Social, General & IT Services / Coordination)	-do-	<p>(i) Master's degree in Information Technology, MCS, MSC (IT) or M.S. Computer Science from a University recognized by Higher Education Commission; and</p> <p>(ii) ten years' experience in private or public sector in information Technology or Administration.</p>	-	<p>By initial recruitment. If none is available by initial recruitment then by transfer officers of PAS or PMS; or from Planning & Development Department.</p>	31	49	
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-do-	- do -	11. Member (Energy)	-do-	<p>(i) Ph.D. Engineering in Electrical, Mechanical or Chemical with specialization in Energy and ten years' experience; or M.Sc. Engineering in Mechanical, Electrical or Chemical with specialization in Energy an fifteen years' experience; or B.Sc. Engineering in Mechanical, Electrical or Chemical with twenty years' experience; and</p> <p>(ii) Registered as Engineer with Pakistan Engineering Council.</p>	-	By initial recruitment. If none is available for initial recruitment then by posting form amongst officers of engineering cadre having qualifications for initial recruitment.	33	49]	
				<p>Preference shall be given to those who have:</p> <p>(a) experience in energy sector, or corporate sector; or, international experience of mega projects related to energy sector, and</p> <p>(b) have additional postgraduate qualifications as MBA or MPP in Business, Finance and Economics.</p>					

-do-	-	12. Assistant	Additional Secretary (Dev.)	Degree from a recognized University.	-	By promotion on the basis of seniority-cum-fitness from among members of the service holding posts of Senior Clerks in the functional unit with at least 3 years' experience as such. If no suitable person is available for promotion then by initial recruitment.	18	25	-
-do-	-	13. Senior Clerk	-do-	-	-	By promotion on the basis of seniority-cum-fitness from amongst persons holding posts of Junior Clerks in the functional unit with at least 2 years' experience as such.	-	-	-
-do-	-	14. Junior Clerk	-do-	i) Matriculation or equivalent qualifications from a recognized University or Board; and ii) A speed of 25 words per minute in typewriting.	-	By initial recruitment.	18	25	-
		¹⁴ [14-A. Personal Assistant	Secretary	-	-	By promotion on the basis of seniority –cum-fitness from amongst the members of the functional unit holding the post of Senior Scale Stenographers.]			

¹⁴ Inserted vide Notification No. SOR-III-1-18/86, dated 10. Sept, 1992.

¹⁵ [P & D Department]	Ministerial	14-B. Private Secretary (BS-16)	Administrative Secretary	-	-	By promotion on the basis of seniority-cum-fitness from amongst the members of Functional unit holding the posts of Personal Assistants.	-	-	¹⁶ [***]
-do-	-	15. Senior Scale Stenographer	-do-	<ul style="list-style-type: none"> i) Matriculation or equivalent qualifications from a recognized University or Board; and ii) A speed of 120 words per minute in shorthand in English and 40 words per minute in typewriting. 	-	By promotion on the basis of seniority-cum-fitness from among persons holding posts of Stenographers in the functional unit with at least 3 years' experience as such. If none is available for promotion then by initial recruitment.	18	25	-

-do-	-	16. Stenographer	-do-	<ul style="list-style-type: none"> i) Matriculation or equivalent qualifications from a recognized University or Board; and ii) A speed of 100 words per minute in shorthand in English and 40 words per minute in typewriting. 	-	By initial recruitment.	18	25	-
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¹⁵ Inserted vide Notification No.SOR-III(S&GAD)1-27/2003, dated 5th May 2010.

¹⁶ Omitted vid notification No.SOR-III(S&GAD)1-11/2004, dated 4th October, 2010.

-do-	-	17. Steno. typist	-do-	i) Matriculation or equivalent qualifications from a recognized University or Board; and ii) A speed of 80 words per minute in shorthand in English and 40 words per minute in typewriting.	-	By initial recruitment.	18	25	-
-do-	-	18. Accountant	Secretary / Additional Secretary (Dev.)	B.Com. from a recognized University or D. Com. from a recognized Board with 2 years' experience in budget and accounts.	-	By promotion on the basis of seniority-cum-fitness from amongst the Junior Clerks in the functional unit with at least 4 years' experience in accounts and establishment matters. If no suitable person is available for promotion then by initial recruitment.	18	25	-
-do-	-	19. Assistant Librarian	-do-	Degree with qualification in Library Science and one year experience of Library work.	-	By initial recruitment.	20	25	-

-do-	-	20. Draftsman	-do-	Matriculation with 2-3 years Diploma in Engineering / Technical Draftsmanship from a recognized Institute.	-	By promotion on the basis of seniority cum fitness from among tracers who are matriculates. If none is available for promotion then by initial recruitment.	18	25	-
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-do-	-	21. Tracer	-do-	Matriculation or equivalent qualifications from a recognized University or Board with Drawing as one of the subject.	-	By initial recruitment.	18	25	-
-do-	-	22. Daftri	Additional Secretary (Dev.)	-	-	By promotion on the basis of seniority cum fitness from among the Naib Qasid or Frashes in the functional unit who are middle pass.	-	-	-
-do-	-	23. Naib Qasid / Frash	Deputy Secretary (Admn.)	Literate.	-	By initial recruitment.	18	25	-
-do-	-	24. Chowkidar	-do-	-do-	-	By initial recruitment	18	35	-
-do-	-	25. Sweeper	-do-	-do-	-	By initial recruitment.	18	35	-
-do-	-	26. Mali	-do-	Should have three years' experience in gardens	-	By initial recruitment.	18	35	-
Planning & Development Department		27. Machine Operator (BS-2)	Deputy Secretary (Admn)	Middle Pass with one years experience of operating photo stat Machine.	-	By promotion on seniority cum fitness basis from amongst Middle pass Naib Qasids /Frash. If none is available for promotion then by initial recruitment.	18	25	-
-do-	-	28. Bill Messenger (BS-02)	-do-	Middle pass.	-	By promotion on the basis of seniority from Naib Qasids / Frash who are Middle Pass. If none is available for promotion then by initial	18	25	-

						recruitment.			
-do-	-do-	32. Computer Programmer BS-17	Additional Secretary	<p>1. M.A./M.Sc. (2nd class) in Computer Science from a recognized University; OR</p> <p>MSc. (2nd division) in Physics/Maths/Statistics or M.A. (2nd Div) in Economics from recognized University and</p> <p>2. A Certificate of training (Min. 10 Weeks) in COBOL or any other programming language (C, BASIS, PASCAL, FORTRAN, ASSEMBLY (RPG, PL/I) or equivalent)</p> <p>B. Two years of Work Experience in successful writing and debugging of programs in written in COBOL or other acceptable programming language (C, BASIS, PASCAL,</p>	-	<p>By promotion from amongst the holders of the Data Processing Supervisor BS-13 with 5 years of experience as such.</p> <p>If no suitable person is available for promotion then by initial recruitment or transfer.</p>	-	-	-

				FORTTRAN, ASSEMBLY (RPG, PL/I) in an organization of repute.					
		33. Data Processing Supervisor (BS-13)	Additional Secretary/ Additional Secretary (Admn.)	Graduate (2 nd Division) with Math or Economics or Statistics or Physics as one of the Subject from a Recognize University with at least one year experience in General Data Language (COBOL,C, FORTTRAN, ASSEMBLY (RPG,PL/I) in an organization of repute		By promotion from amongst the holders of the post of Data Processing Assistants (BS-11) in the functional unit. If no suitable person is available for promotion than by initial recruitment.	21	26	-
		34. Data Processing Assistant (BS-11)	-do-	Graduate (2 nd Division) with Math or Economics or Statistics or Physics as one of the Subject from a Recognize University OR F.Sc (2 nd Division) and a) Training in Lotus Word Processing, (Words star or word perfect or Microsoft word) and D- BASE or FOX-BASE b) Knowledge of typing of min. Speed of 10,000 key description per hour for data Entry		By initial Recruitment.	20	26]	