

## MINISTRY OF RELIGIOUS AFFAIRS AND MINORITIES AFFAIRS

Islamabad, the 25th January, 1989

**S. R. O. 83 (I) 89.**—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 undermentioned posts, in the Hajj Directorate, Karachi and Islamabad under the Ministry of Religious Affairs and Minorities Affairs:—

1. Director Hajj	..	..	..	..	..	.. (BPS-19)
2. Deputy Director Hajj	..	..	..	..	..	.. (BPS-18)
3. Assistant Director Hajj	..	..	..	..	..	.. (BPS-17)
4. Deputy Assistant Director Hajj	..	..	..	..	..	.. (BPS-16)
5. Liaison Officer	..	..	..	..	..	.. (BPS-16)

## METHOD OF APPOINTMENT

2. The method of appointment to the posts shall be as under:—

S. No.	Designation and BPS of the Post	By Promotion	By Initial Appointment
1.	Director Hajj (BPS-19)	100%	—
2.	Deputy Director Hajj (BPS-18)	100%	—
3.	Assistant Director Hajj (BPS-17)	50%	50%
4.	Deputy Assistant Director Hajj (BPS-16)	(33% for Assistants 17% for Stenographers)	50%
5.	Liaison Officer (BPS-16)	50% (33% for Assistants 17% for Stenographers)	50%

“Provided that failing promotion the post or posts reserved for promotion shall be filled by initial appointment and failing that by transfer”.

## 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 a regular basis and possess the qualifications and experience prescribed in column 3 :—

Name and Basic Pay Scale of the Post	Persons eligible	Conditions of eligibility
1. Director Hajj (BPS-19)	Deputy Director Hajj (BPS-18)	12 years service in BPS-17 and above or 7 years service in BPS-18 in case of direct recruits in BPS-18.
2. Deputy Director Hajj (BPS-18)	Assistant Director Hajj (BPS-17)	5 years service in BPS-17.
3. Assistant Director Hajj (BPS-17)	(i) Deputy Assistant Director Hajj (BPS-16) (ii) Liaison Officer (BPS-16)	3 years service in BPS-16.
4. Deputy Assistant Director Hajj (BPS-16)	(i) Assistant (BPS-11). (ii) Stenographers (BPS-15)	5 years service in BPS-11 and above.
5. Liaison Officer (BPS-16)		

## 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 to this notification :

Provided that the maximum age limits will be relaxed by 3 years in the case of candidates belonging to Scheduled Castes, Buddhist Community, recognised 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 Government service, maximum age limit may be relaxed by not more than 10 years upto the age of 55 years, wherever applicable.

## 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 post to be filled exists provided the person concerned possesses the qualifications and experience prescribed for initial appointment or promotion to the post concerned.

## PROBATION

6. Persons appointed by promotion or initial appointment or transfer 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 Civil Servants Act, 1973.

7. This Notification issues with the concurrence of the Establishment Division *vide* O.M. No. 30/2/77-R-5 dated 27th October, 1987 and FPSC *vide* their letter No. 12-30/84-S dated 28th December, 1988 and supersede Ministry of Religious Affairs and Minorities Affairs Notification No. 2/1/Secy/77 dated 7th August, 1977,

## SCHEDULE

(See para 4)

S. No.	Designation and BPS of the Post	Qualifications and Experience	Max. age Limit
1.	Director Hajj (BPS-19)	Second Class Master's Degree with 12 years experience in executive/administrative work.	45 years
2.	Deputy Director Hajj (BPS-18)	Second Class Master's Degree with 5 years experience in executive/ Administrative work.	35 years
3.	Assistant Director Hajj (BPS-17)	Second Class Master's Degree with 2 years experience in executive/administrative work.	32 years
4.	Deputy Assistant Director Hajj (BPS-16)	Second Class Bachelor's Degree with 5 years experience in executive/administrative work.	32 years
5.	Liaison Officer (BPS-16).	Do.	32 years

*Note* :- For all the above-mentioned posts the experience of Hajj work will be considered an additional qualification.

[No. F. 6 (14)77-HA.]

SAIFULLAH KHAN,  
Deputy Secretary.