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PART IV

Notifications issued by the minor administrations and miscellaneous notifications not included in any other part

MINISTRY OF EDUCATION

Islamabad, the 3rd April, 1984

SUBJECT.—Pakistan National Commission for UNESCO Committee on Man and the Biosphere.

No. F. 2-7/81-UNESCO-SC.—The Ministry of Education has been pleased to reconstitute the National Committee on Man and the Biosphere, with the following members :—

Convener

1. Chairman (Dr. M. A. Kazi), National Science Council, Islamabad.

Members

2. Chairman (Dr. Amir Muhammad), Pakistan Agricultural Research Council, Islamabad.
3. Chairman (Dr. G. M. Khattak), University Grants Commission, Islamabad.
4. Chairman (Dr. M. D. Shami), Pakistan Science Foundation, Islamabad.
5. Inspector General of Forest (Mr. Kitmani), Ministry of Food and Agriculture, Islamabad.
6. Chairman (Mr. Masood A. Kureishy), Irrigation, Drainage and Flood Control Research Council, Islamabad.
7. Senior Scientific Adviser (Mr. Abdul Qayyum Kazi), Ministry of Science and Technology, Islamabad.
8. Director-General, Forests Research Institute, Peshawar.
9. Joint Secretary (Mr. Ayaz Ali Shah), Ministry of Environment and Urban Affairs, Islamabad.
10. Joint Secretary, Rural Development Division, Islamabad.
11. Director, Institute of Marine Biology, University of Karachi, Karachi.
12. Director-General (Mr. M. Rahmatullah), Pakistan Meteorological Services, Karachi.
13. Head, Bio-Sciences Division, Pakistan Atomic Energy Commission, Islamabad or his representative.

14. Secretary General (Mrs. A. R. Haque), Pakistan National Commission for Unesco, Islamabad.

Member/Secretary

15. Associate Professor, (Dr. Mohammad Aslam Khan), Department of Geography, Peshawar University, Peshawar.

Observers

1. A Representative of Pakistan National Commission for Unesco.
2. A Representative of Ministry of Science and Technology, Islamabad.

2. Functions of this Committee will be as follows :—

- (a) To keep close and constant liaison and cooperate with the International Coordinating Council constituted by the General Conference of UNESCO for the Man and Biosphere Programme.
- (b) To ensure maximum participation of Pakistan in this programme of International Scientific Cooperation.
- (c) To keep the Ministry of Education fully informed of all activities undertaken with a view to achieving the objectives of this programme.

MAKHMOUR AHMAD GOHEER,

Deputy Secretary-General.

RESOLUTIONS

Islamabad, the 29th March, 1984

SUBJECT :—Re-constitution of Board of Governors of Urdu (Arts, Commerce and Law) College, Karachi.

No. F. 5-1/77-N. J.—In continuation of this Ministry's Resolution of even No., dated the 20th January, 1981, the Federal Government has had under consideration the re-constitution of the Board of Governors of the Urdu College, Karachi. It has been decided that the Board of Governors as provided for in para. 2 of this Ministry's Resolution No.

9-4]75-S.E., dated 12th March, 1975, be replaced by Board consisting of the following namely :—

Chairman

1. Minister for Education, Government of Pakistan, Ministry of Education, Islamabad.

Vice-Chairman

2. Secretary Education, Government of Pakistan, Ministry of Education, Islamabad.

Members

3. Vice-Chancellor, Karachi University,
4. Mr. Justice Qadeeruddin.
5. J. E. A. concerned.
6. Secretary Education, Government of Sindh, Karachi.
7. Mr. Jameel-ud-Din Anli, House No. 35-S, 11 East Street, Defence Housing Society, Karachi.
8. Mr. S. M. Zamen, House No. 1/2, Sector F-4, Nazimabad, Karachi.
9. Dr. Waheed Qureshi Chairman, National Language Authority.
10. A representative of the teachers of the concerned College.
11. Principal, Urdu Science College, Karachi.

Member|Secretary

12. Principal, Urdu Arts College, Karachi, Islamabad, the 8th April, 1984

DIRECT :—Re-constitution of Board of Governors Urdu (Arts, Commerce and Law) College, Karachi.

No. F-5-1]77-NI.—In partial modification of this Ministry's Resolution of even No., dated 29th March, 1984, it is hereby informed that the name of the Member of the Board of Governors of Urdu College, Karachi, appearing at Serial No. 8 may please be read as "Mr. Muhammad Akhtar Zaman" instead of "Mr. S. M. Zamen".

MANGRIO SHAMSUDDIN,
Assistant Educational Adviser.

MINISTRY OF INDUSTRIES

Islamabad, the 12th April, 1984

No. 3(11)84-A. I.—The NEC in its meeting held on 7th February, 1984 (Case No. NEC-1]1]84), has decided to set up departmental working parties in all Ministries and Divisions for proper examination of the schemes internally before approval within their sanctioning powers.

2. The following Departmental Working Party has been constituted in the Ministry of Industries :—

Chairman

- (1) Dr. A. K. Tanweer, Additional Secretary (P).

Members

- (2) Joint Secretary (A).
- (3) Mr. Majeed Akhtar, Joint Secretary (F).
- (4) Muhammad Rafiq Asghar, F. A. (Ind.).
- (5) Head of the Department concerned.

MIRZA SHAKIR BEG,
Section Officer.

MINISTRY OF INTERIOR

[PAKISTAN NARCOTICS CONTROL BOARD]

Islamabad, the 10th April, 1984

No. 15(11)PNCB|P]83.—The Government of Pakistan has prescribed following Uniform for the Field Staff of Pakistan Narcotics Control Board throughout the country:

Staff Constabulary	Summer Uniform	Winter Uniform
<i>Constables :</i>		
(i) Pants (Khaki Brown)	(i) Pants (Serge Khaki Brown)	
(ii) Shirt (Mazarine cloth with two breast pockets).	(ii) Shirt (Mazarine woolen with two breast pockets.)	
(iii) Socks (Khaki).	(iii) Woollen Jersey (Mazarine colour).	
(iv) Ankle Boots (Brown).	(iv) Great Coat (Khaki Serge).	
(v) Chappal (Brown leather).	(v) Socks (Khaki woollen).	
(vi) Belt (Black Web with Chromium Buckle).	(vi) Ankle Boots (Brown).	
(vii) Barret Cap (Black).	(vii) Chappals (Brown).	
(viii) PNCB insignia on both shoulders, Cap and Buckle.	(viii) Belt (Black Web) with chromium plate buckle and PNCB insignia thereon.	
		(ix) Barret Cap (Black with PNCB insignin).

Head Constables :

As proposed above with three stripes Chevrons in maroon colour.

Upper Subordinates (from B.P.S. 5 to 14) :

Similar Uniform as for Constabulary Staff having white metallic stars according to the ranks.

Group Leaders B.P.S. 16 :

Uniform prescribed for Constabulary Staff with white pips on each shoulder and a Khaki Pea-cap.

This issues in pursuance of the Ministry of Interior's letter No. 4]4]83-ANCB, dated April 1, 1984.

G. A. JAN,
Secretary (PNCB).

MINISTRY OF SCIENCE AND TECHNOLOGY

Islamabad, the 8th April, 1984

No. F. 3(1)78-PMRC.—In partial modification of Resolution No. S.R.O. 322(K)]62, dated the 17th March, 1982, Section 4(b) shall be substituted as under :—

"Three members to be nominated by the Ministry of Science and Technology."

No. F. 3(1)78-PMRC.—In partial modification of this Ministry's notification of even No., dated the 30th June 1982, the name of Dr. Yousuf Ahmed, Ex-Member (Science), Pakistan Council of Scientific and Industrial Research (P.C.S.I.R.), is substituted for the existing entry against S. No. 2. He is nominated as Member of the Pakistan Medical Research Council for the existing term of three years, i.e., up to 30th January, 1985.

No. F. 3(1)78-PMRC.—In continuation of this Ministry's notification of even No., dated the 30th June, 1982, Financial Adviser (Ministry of Science and Technology) is nominated as Member of the Pakistan Medical Research Council for the existing term of three years, i.e., up to 30th January, 1985.

MOHAMMAD NAZIMUR RAHMAN,
Deputy Secretary

PAKISTAN AGRICULTURAL RESEARCH COUNCIL

Islamabad, the 29th March, 1984

No. F. 1/1/82-CS.—In exercise of the powers conferred by section 26 of the Pakistan Agricultural Research Council Ordinance, 1981 (XXXVIII of 1981), the Board of Governors of the Pakistan Agricultural Research Council is pleased to make, with the sanction of the Federal Government, the following regulations, namely:—

CHAPTER I—GENERAL

1. Short title and Commencement.—(1) These regulations may be called the Pakistan Agricultural Research Council Employees (Service) Regulations, 1984.

(2) They shall come into force at once.

2. Application.—Subject to the provisions of the Ordinance and the rules, these regulations shall apply to all employees in the whole-time employment of the Council and its research establishments, other than:—

- (i) persons appointed on deputation;
- (ii) Persons appointed on contract unless their terms of appointment on contract make these regulations applicable; and
- (iii) persons paid from contingencies or on daily wages.

3. Interpretation.—(1) Nothing in these regulations be interpreted in respect of the employees referred to in sub-section (3) of section 15 and sub-section (1) of section 16 of the Ordinance as may in any way be derogatory to the terms and conditions of the service applicable to such employees immediately before the coming into force of the Ordinance.

(2) In all matters not provided for in these regulations the rules and orders applicable to Federal Government employees shall apply to the employees.

(3) All rules, regulations and bye-laws continued in force under clause (c) of section 33 of the Ordinance, so far as they relate to matters provided for under these regulations, are hereby repealed.

4. Definitions.—In these regulations, unless there is anything repugnant in the subject or context:—

- (a) "Competent authority" means the Board, the Executive Committee or the Chairman or an officer of the Council to whom the power is delegated under sub-section (5) of section 9 of the Ordinance;
- (b) "Departmental Promotion Committee" means the Committee constituted by the Board or the Chairman for the purpose of recommending employees for promotions to posts in the Council;
- (c) "Employee" includes all officers and staff of the Council;
- (d) "Ordinance" means the Pakistan Agricultural Research Council Ordinance, 1981 (XXXVIII of 1981);
- (e) "research establishment" includes the Agricultural Experiment Stations, Field Stations, Institutes, Centres, Laboratories and other units of the Council, how-so-ever they may be designated; and
- (f) "Selection Committee" means the committee constituted by the Board or the Chairman for the purpose of making selection for initial appointment to the posts in the Council.

CHAPTER II—DESIGNATIONS OF POSTS, PAY AND ALLOWANCES

5. Designation of posts.—The designations of posts in different B.P.S. in the Council shall be approved by the Council from time to time.

6. Pay scales, allowances and other concessions.—(1) An employee appointed to a post shall be entitled to the same pay and allowances as prescribed by the Federal Government under the Basic Pay Scales from time to time.

(2) The Government orders and instructions for advances and loans shall *mutatis-mutandis* apply to the employees provided that such advances and loans to persons appointed on contract or on *ad hoc* basis or on deputation shall not ordinarily be allowed.

(3) The employees shall be governed by such Medical Attendance and Treatment Regulations as the Council may from time to time, with the previous approval of the Federal Government, prescribe:

Provided that these regulations shall not be less favourable to employees as compared to the corresponding medical treatment facilities admissible to the civil servants of the Federal Government.

CHAPTER III—EMPLOYMENT POLICY AND PROCEDURE

7. Retirement.—(1) All initial appointments to posts shall be made by the appointing authority on the recommendations of the appropriate Selection Committee:

Provided that if the recommendations of the Selection Committee are not accepted, the appointing authority shall record in writing the reasons for not accepting the recommendations.

(2) The posts in B.P.S. 3 to 19 shall be filled by initial appointment and by departmental promotion in the manner prescribed by the Chairman on the basis of requisite qualifications, seniority, specified conditions for appointment and background of research contribution. If suitable officers and staff for promotion are not available, initial appointment may be made to fill the posts and *vice versa*.

(3) Nothing in sub-regulation (1) shall apply to persons on deputation from Government Department, local bodies, semi-Government or quasi-Government bodies or institutions and in the case of such persons appointments shall be made by the Chairman on such terms and conditions as are applicable to civil servants on deputation.

8. Conditions for appointment.—(1) No person shall be eligible for appointment in the Council unless he is a Pakistani national:—

Provided that technical experts or advisers of non-Pakistani origin may be appointed with the prior approval of the Federal Government.

(2) A candidate for initial appointment in the Council shall not be less than eighteen years and not more than thirty-five years of age at the time of appointment.

Provided that the age limit may, for reasons to be recorded in writing, be relaxed by the Chairman in suitable cases.

(3) The minimum educational qualifications and experience for appointment and promotion to various posts in the Council shall be such as may be specified by the Council from time to time.

(4) Initial appointment shall be made at the minimum pay of the B.P.S.

Provided that where a person possesses additional experience or special qualifications, or where a person of the prescribed qualifications or experience for the post is not available, the appointing authority may allow a higher initial pay in the time scale of that post on the recommendation of the Selection Committee concerned :

Provided further that not more than six increments may be granted in any case.

(5) No person shall be appointed to any post in the Council without a medical fitness certificate from the authorised medical attendant of the Council or such other medical authority as the Council may specify :

Provided that, in special cases, a scientist, technician, adviser or consultant declared medically unfit may be appointed if he is not suffering from a communicable disease and the infirmity notified by the medical authority is not likely to hamper his work.

9. **Probation.**—(1) The candidate appointed to various posts in the Council shall be on probation for a period of one year, but the Chairman may reduce the period in exceptional cases.

(2) In the event of an employee failing to show satisfactory progress during the probationary period, the competent authority may, at its discretion, extend his period of probation for a maximum period of one year or dispense with his services without assigning any reason.

(3) Where, in respect of any post, the satisfactory completion of probation includes the passing of a prescribed examination, test or course or successful completion of any training or assignment, a person appointed on probation to such post who, before the expiry of the original or extended period of his probation, has failed to pass such examination or test or to successfully complete the course or the training or assignment shall :

- (a) if he was appointed to such post by initial appointment, be discharged, or
- (b) if he was appointed to such post by promotion be reverted to the post from which he was promoted or, if there be no such post, discharged :

Provided that, in the case of initial appointment, an employee shall not be deemed to have completed his period of probation satisfactorily until his character and antecedents have been verified as satisfactory in the opinion of the appointing authority.

10. **Increment.**—(1) Subject to an employee's service being satisfactory, the next annual increment in his pay scale shall accrue on completion of every year of service on the first day of December, each year, provided that the first annual increment was granted on or before the 1st of June of that year.

(2) Annual increment shall on such accrual be granted by the Chairman or officer authorised by him in this behalf.

(3) Special increments within the scale may be granted by the Board up to B.P.S. 19, on the recommendation of the Chairman duly processed and endorsed by the assessment committee appointed for the purpose.

11. **Promotion.**—(1) An employee, possessing such minimum qualifications and standards as may be specified by the Council from time to time, shall be eligible for promotion to a post reserved for departmental promotion in the higher post or cadre to which he belongs, but no employee shall have a claim for promotion.

(2) A post referred to in sub-regulation (1) for the purpose of promotion may either be a selection post or a non-selection post, as the Executive Committee may specify from time to time.

(3) The competent authority may, for reasons to be recorded in writing, relax, in special cases, such of the conditions of promotion as it may deem fit.

12. **Seniority.**—(1) For the proper administration of a cadre or post, the appointing authority shall cause a seniority list of the members for the time being of such cadre or post to be prepared separately, but nothing herein contained shall be construed to confer any vested right to a particular seniority in such cadre or post, as the case may be.

(2) The seniority of an employee in B.P.S. 16 and above and other Centralized cadres in B.P.S. 15 and below, as may be specified by the Council from time to time, shall be reckoned in relation to other employees belonging to the same cadre, whether serving in the Head Office or in any of the Centres or projects of the Council, in the manner laid down in this regulation.

(3) On initial appointment, seniority shall be reckoned from the date of joining the post and when two or more persons are inducted in a cadre and they join on the same day, seniority shall be decided in the order in which they were placed by the Selection Committee.

(4) When appointments to a post are made by promotion that is to say, on the basis of seniority-cum-fitness or selection, effective from the same day for two or more persons, then seniority shall be determined on the basis of their *inter se* seniority in the lower post, and in the case of tie in the lower post, the seniority in the higher grade shall be determined on the basis of merit obtained by them in selection. In case of further tie, the seniority among the two candidates for promotion to the higher post shall be fixed on the basis of length of service in the Council.

(5) The employees in any project of the Council transferred and appointed in another project or Head Office or *vice versa* in the interest of the Council may be given the benefit of seniority in the new cadre or post from the date of initial appointment in the previous project, on the merit of each case, based on the recommendations of the assessment committee formed by the Council for this purpose, but nothing herein contained shall be construed to confer any vested right to a particular seniority in such cadre or post.

13. **Confirmation.**—(1) Subject to the availability of a permanent post, an employee shall on satisfactory completion of his probation, be eligible for confirmation in his post.

CHAPTER IV—TRANSFER, TRAINING, LEAVE AND JOINING TIME

14. **Transfer.**—The Council may transfer an employee to the Head Office or to any of the research establishments or projects under its administrative control.

15. **Training.**—(1) The Council may require an employee to undergo training within or outside Pakistan at any time for any duration under such terms and conditions as it may specify from time to time.

(2) The Council may determine procedure to be followed for execution of bond and securities by its employees proceeding on scholarships, fellowship or study leave abroad.

(3) In case a bonded employee is permitted to leave the service before the expiry of the specified period, the Council may determine the amount of bond money which he may be required to pay to the Council.

(4) In case of an officer proceeding on leave abroad without pay for higher studies and without any financial obligation on the part of the Council, the condition of execution of surety bond may be waived.

16. Leave.—The employees shall be governed by such leave regulations as are applicable to the civil servants of the Federal Government.

17. Joining time.—The employees shall be entitled to the joining time on transfer from one station to another on such terms and conditions as are admissible to the civil servants of the Federal Government.

CHAPTER V—SERVICE RECORD

18. Record of Service.—(1) Service record of each employee shall be maintained in such form as may be specified by the Council.

(2) Annual Confidential Report about the work and conduct of each employee, except the employees in B.P.S. 1 and 2, shall be recorded in such form as may be specified by the Council.

(3) "Individual Career Planning" record of each employee shall be maintained on the prescribed card as for Government employees or on service folders specified by the Council.

(4) An employee shall not have access to his confidential report, but the adverse remarks, if any, shall immediately be communicated to the employee concerned for remedial measures and improvement.

CHAPTER VI—GENERAL CONDUCT AND DISCIPLINE

19. Conduct and discipline.—For the purposes of conduct and discipline, the Government Servants (Conduct) Rules, 1964, and the Government Servants (Efficiency and Discipline) Rules, 1973, shall apply to the employees as far as may be and with the necessary modifications.

20. Compliance with orders.—Every employee shall conform to and abide by these regulations and shall comply

with and obey all orders and direction which may from time to time be given by any person under whose jurisdiction, superintendence or control he may, for the time being, be placed.

CHAPTER VII—RESIGNATION AND TERMINATION OF SERVICE

21. Resignation.—(1) A temporary employee may resign from his post by giving one month's previous notice in writing or on payment to the Council a sum equal to his pay for one month.

(2) A permanent employee may resign from his post by giving three months' prior notice in writing or on payment to the Council a sum equal to his basic pay for three months.

(3) The conditions of recovery of pay in lieu of notice period may be waived by the appointing authority in special cases.

(4) Notwithstanding the provisions of sub-regulations (1) and (2), an employee shall continue to perform his duties till such time as his resignation is formally accepted by the appointing authority.

(5) The appointing authority at its discretion may, in the interest of the Council, refuse to accept the resignation of an employee.

22. Termination of service.—(1) The service of an employee may be terminated without notice :—

- (i) during the initial or extended period of his probation provided that where such employee is appointed by promotion on probation, his service shall not be terminated so long as he holds a lien against his former post but he shall be reverted to his former post ; or

CHAPTER VIII—RETIREMENT, PENSION, GRATUITY AND PROVIDENT FUND

- (ii) if the appointment is made *ad hoc* terminable on the appointment of a person on the recommendation of the Selection Committee, on the appointment of such person; or
- (iii) on the expiry of the initial or extended period of his employment.
- (2) Where, on the abolition of a post or reduction in the number of posts in a cadre, the services of an employee are required to be terminated, the services of the employee who is the most junior in such cadre or post shall be terminated.
- (3) Notwithstanding the provisions of sub-regulation (1), but subject to the provisions of sub-regulation (2), the services of an employee in temporary employment or appointed *ad hoc* shall be liable to termination on one month's notice or pay in lieu thereof, without assigning any reason.
- (4) Nothing contained in sub-regulation (3) shall affect the dismissal or removal from service or reduction in rank of an employee by way of punishment for misconduct, breach of trust or neglect of duty.

23. **Employment after retirement.**—A retired employee or a retired civil servant having exceptional qualifications and experience may be re-employed in the service of the Council provided that such re-employment is necessary in the interest of the Council and is made with the prior approval of the authority next above the appointing authority:

Provided that such re-employment shall be made very restrictively and for clearly specified period strictly in accordance with the instructions issued by the Federal Government from time to time.

24. **Retirement from Service.**—An employee shall retire from service :—

- (i) on such date, after he has completed twenty-five years of service qualifying for pension or other retirement benefits, as the competent authority may, in the public interest, direct; or
- (ii) where no direction is given under clause (i), on the completion of sixty years of age.

25. **Pension, Gratuity and Provident Fund.**—An employee shall be entitled to the same benefits of pension, gratuity and General Provident Fund as are admissible to the corresponding civil servants of the Federal Government and the rules and orders of the Federal Government on these matters shall *mutatis mutandis* apply to the employees:

Provided that those employees who are governed by the Pakistan Agricultural Research Council Contributory Provident Fund Rules, 1966, and Regulations thereunder and opt. to continue as such shall continue to be entitled to such benefits as were available under the said rules and regulations.

CHAPTER IX—MISCELLANEOUS

26. **Benevolent Fund and Group Insurance.**—The employees shall be governed by the Benevolent Fund and Group Insurance Scheme as may be laid down by the Board from time to time:

Provided that such scheme shall not be less favourable to the employees as is applicable to the corresponding civil servants of the Federal Government.

S. M. ISMAIL,
Secretary.