

GOVERNMENT OF THE PUNJAB,  
PROVINCIAL POLICE OFFICER

Dated: 10, May, 2017.

**NOTIFICATION**

No. 6356-99/Ad-117 In exercise of the powers conferred under Article 112 of Police Order-2002(22 of 2002) and with the approval of the Government, Provincial Police Officer, Punjab is pleased to make the following rules :-

**1. Short title and commencement.**- (1) These rules may be cited as the Punjab Police Department (Ministerial Posts) Rules, 2017.

(2) They shall come into force at once.

**2. Maintenance of seniority lists.**- (1) The Commandants, Punjab Constabulary, Farooqabad and Police College, Sihala, CCPO, Lahore and Regional Police Officers shall maintain seniority lists upto the rank of senior clerks of the concerned regions or units.

(2) The Assistant Inspector General (Admn) at Central Police Office, shall maintain the seniority lists:

(a) of all ranks of superintendents, assistants, auditors, senior scale stenographers and stenographers; and

(b) senior clerks, junior clerks, daftries, naib qasids and all categories of followers of Central Police Office and allied units Special Branch, Investigation Branch, Counter Terrorism Department, Punjab Highway Patrol, Traffic (including City Traffic Offices), Training Directorate, Elite Police Force, Telecommunications & Transport, Motor Transport and Special Protection Unit.

**3. Promotion Boards.**- (1) The promotion Boards for all posts shall be approved by Provincial Police Officer, Punjab.

(2) The Commandants, Punjab Constabulary, Farooqabad and Police College, Sihala, Capital City Police Officer Lahore and Regional Police Officers, shall make promotions upto the rank of Senior Clerks of their concerned Units/Regions and Districts respectively.

**4. Method of recruitment.**-(1) The method of recruitment, minimum qualification, age limit and other incidental matters for the posts of the functional unit shall be such as given in the Schedule appended to these rules.

(2) The description of Schedules are:-

(a) Schedule-I Librarians, Superintendents, Assistants/Auditors, Senior Clerks and Junior Clerks.

MARJAN KHAN  
Director General of Police,  
Punjab.

- (b) Schedule-II Senior Scale Stenographers and Stenographers.
- (c) Schedule-III Daftries, Book Binders, Naib Qasids, Malies, all categories of Followers, Water Carrier and Sanitary Workers.

(3) The posts of Chowkidar, Baildar and Khalasi have been abolished in the Punjab Police Department (Ministerial Posts) Rules, 2017 and merged in the category of Follower.

(4) The Punjab Police Department (Ministerial Posts) Recruitment Rules, 1988, is hereby repealed.

**CAPT. (R) MUHAMMAD USMAN**  
Provincial Police Officer(IGP),  
ex-Officio Secretary,  
Government of Punjab.

**No. & Date Even.**

A copy is forwarded for information and necessary action to the:-

1. Chief Secretary Punjab, Lahore.
2. Principal Secretary to Chief Minister, Punjab, Lahore.
3. Principal Secretary to Governor, Punjab, Lahore.
4. Secretary, Government of the Punjab, Home Department w/r to this letter No.HP-II/2-16/2016, dated 24.04.2017.
5. Secretary, Government of the Punjab, Law & Parliamentary Affairs, Lahore w/r to his office letter No.LEGIS:5-1/2012/(P-1)/221, dated 22.02.2017 with the request that these rules may kindly be got notified in the gazette.
6. All Administrative Secretaries to Government of the Punjab.
7. All Addl: Inspectors General of Police, in Punjab.
8. Commandants, Punjab Constabulary Farooqabad, Police College Sihala and Police Training College, Chung Lahore.
9. Capital City Police Officer, Lahore.
10. All Regional Police Officers in Punjab.
11. Dy. Inspectors General of Police, Elite, Traffic, SPU and T&T, Punjab.
12. All Chief Traffic Officers in Punjab.
13. Registrar, Lahore High Court, Lahore.
14. Accountant General, Punjab, Lahore.
15. All Staff Officers, CPO Punjab, Lahore.



**(ARIF NAWAZ KHAN)**

Addl: Inspector General of Police,  
Establishment, Punjab Lahore.



## SCHEDULE - I


Name of Department	Functional Unit	Name of the post.	Appointing Authority.	Qualification for appointment by		Method of recruitment	Age for initial recruitment		Examinations, training and other conditions required for confirmation.
				Initial recruitment/ transfer	Promotion		Min.	Max..	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Home Department	Police Ministerial Establishment	(1) Librarian. (BPS-17).	Provincial Police Officer	Masters' Degree in Library Science & Information Management (Second Division) from a University recognized by Higher Education Commission	----	By initial recruitment	20	28	----
-do-	-do-	(2) Superintendent (BPS-17).	-do-	----	----	By promotion on the basis of Seniority-cum-fitness from amongst the Assistants / Auditors with seven years' service as such in the functional unit and who have successfully completed four weeks mandatory training at Management and Professional Development Department.	----	----	----
-do-	-do-	(3) Assistant/ Auditor. (BPS-16).	(1) Addl. IGP, Estt. Punjab for CPG. (2) CCPO/Lahore (Head of District) for Lahore Distt. (3) Commandant, P.C. Farooqabad (Head of Unit) for Punjab Constabulary. (4) Commandant, P.C. Sihala (Head of Unit) for Police College, Sihala. (5) RPOs (Heads of Regions) for their concerned Regions. (6) Addl. IGPs (Heads of Units), Special Branch, Investigation Branch, Counter Terrorism Department, Punjab Highway Patrol, Traffic and Training Directorate for their	Bachelor's Degree (Second division) from a University recognized by Higher Education Commission.	----	(1). One-third by initial recruitment.  (2) Two-third by promotion on the basis of seniority-cum-fitness from amongst the Sr. Clerks with six years' service as such in the functional unit and who have successfully completed two weeks mandatory training at Management and Professional Development	18	25	Successful completion of four weeks post induction training, of the employees directly recruited, at Management and Professional Development Department.

**AF NAWAZ KHAN**  
 Inspector General of Police,  
 Establishment, Punjab.

			concerned Units. (7) DIG/Telecommunications & Transport, Pb. (Head of Unit) for Telecoms. and Motor Transport, Punjab. (8) DisG (Heads of Units) Elite Police Force and Special Protection Unit for EPF and SPU.			Department			
-do-	-do-	(4) Senior Clerk. (BPS-14).	(1) AIG/Admn. for CPO. (2) SSP/SP, Hqrs. P.C. Farooqabad for Punjab Constabulary, Farooqabad. (3) Deputy Commandant, PC/Sihala for Police College, Sihala. (4) SSPs/SPs RIB for their concerned Regional Offices. (5) SSP/SP, Telecommunications, Punjab for Telecommunications Section. (6) SSP/SP, Motor Transport, Punjab for M. T. Section. (7) SSP/SP, Hqrs. EPF for Elite Police Force. (8) SSP/SP Admn. SPU for Special Protection Unit. (9) CPOs/DPOs/SSsP/SPs with administrative powers for their concerned Units/Districts. (10) CTOs for City Traffic Districts/Jurisdictions (11) SSP/SP, Admn CCPO Office, Lahore for Lahore District (12) SSP/SP, Admn. Special Branch, Punjab for Special Branch. (13) SSP/SP, Admn. Investigation Branch, Punjab for Investigation Branch. (14) SSP/SP, Admn. Counter Terrorism Department, Punjab for CTD. (15) SSP/SP, Hqrs. Traffic, Punjab for Traffic Punjab. (16) SSP/SP, Hqrs. Punjab Highway Patrol for PHP.	----	----	By promotion on the basis of Seniority-cum-fitness from amongst the Junior Clerks with five years' service as such and who have successfully completed four weeks mandatory training at Management and Professional Development Department.	----	----	

2  
**ARIF NAWAZ KHAN**  
 Inspector General of Police,  
 Establishment, Punjab.




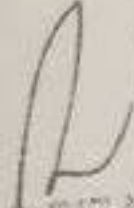
  
**FARIF NAWAZ KHAN**  
 Adtl. Inspector General of Police,  
 Establishment, Punjab.

			(17) AIG/Training, Punjab for Training, Institutions.						
-do-	-do-	(5) Junior Clerk (BPS-11).	-do-	(i) Higher Secondary School Certificate (second Division) from a recognized Board; and four months Diploma or Certificate in MS Office; or Intermediate in Computer Science (second division) from a recognized board and (ii) a speed 35 words per minute of typing in English and 30 words per minute of typing in Urdu on Computer.	As prescribed for initial recruitment.	(1) 80% by initial recruitment; (2) 20% by promotion on the basis of seniority-cum-fitness from amongst the employees of BS-1 to BS-4 with five years' service as such.	18	25	Successful completion of four weeks post induction training, of the employees directly recruited, at Management and Professional Development Department.

**SCHEDULE - II**

Name of Department	Functional Unit.	Name of the post.	Appointing Authority.	Qualification for appointment by		Method of recruitment	Age for initial recruitment		Examinations, training and other conditions required for confirmation.
				Initial recruitment/ transfer	Promotion		Min.	Max..	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
-do-	-do-	(1) Senior Scale Stenographer (BPS-16)	(1) Addl. IGP, Estt: Punjab for CPO. (2) CCPO/Lahore (Head of District) for Lahore Distt. (3) Commandant, P.C. Farooqabad (Head of Unit) for Punjab Constabulary. (4) Commandant, P.C. Sihala (Head of Unit) for Police College, Sihala. (5) RPOs (Heads of Regions) for their concerned Regions. (6) Addl. IGPs (Heads of Units), Special Investigation Counter Department, Punjab Highway Patrol, Traffic and Training Directorate for their concerned Units. (7) DIG/Telecommunications & Transport, Pb. (Head of Unit) for Telecoms. and Motor Transport, Punjab. (8) DIsG (Heads of Units) Elite Police Force and Special Protection Unit for EPF and SPU.	(i) Bachelors' Degree (second division) from a University recognized by Higher Education Commission; and  (ii) a speed of 100 words per minute of short hand in English and 40 words per minute of typing in English on computer.	----	By promotion on the basis of Seniority cum-fitness from amongst the Stenographers having seven years' service in the functional unit and who have successfully completed two weeks mandatory training at Management and Professional Development Department.  If none is available for promotion, by initial recruitment.	18	25	Successful completion of four weeks post induction training of the employees directly recruited at Management and Professional Development Department.
-do-	-do-	(2) Stenographer (BPS-14).	(1) AIG/Admn. for CPO. (2) SSP/SP, Hqrs. PC/Farooqabad for Punjab Constabulary, Farooqabad. (3) Deputy Commandant, P.C./Sihala for Police College, Sihala. (4) SSPs/SPs RIB for their concerned Regional Offices.	(i) Bachelors' Degree (second division) from a University recognized by Higher Education Commission;  (ii) a speed of 90 words per minute of short hand in English and 40 words per minute of typing in English on computer.	----	By initial recruitment.	18	25	Successful completion of four weeks post induction training of the employees directly recruited at Management and Professional

  
**ARIF NAWAZ KHAN**  
 Addl. Inspector General of Police,  
 Establishment, Punjab.

  
 (AJP KAMAZ KHAN)  
 Chief Inspector of Police,  
 Feroz Khan, Punjab.

			<p>(5) SSP/SP, Telecommunications, Punjab for Telecommunications Section.</p> <p>(6) SSP/SP, Motor Transport, Punjab for M. T. Section.</p> <p>(7) SSP/SP, Hqrs. EPF for Elite Police Force.</p> <p>(8) SSP/SP Admn. SPU for Special Protection Unit.</p> <p>(9) CPOs/DPOs/ SSp/SPs with administrative powers for their concerned Units/Districts.</p> <p>(10) CTOs for City Traffic Districts/ Jurisdictions.</p> <p>(11) SSP/SP, Admn CCPO Office, Lahore for Lahore District.</p> <p>(12) SSP/SP, Admn. Special Branch, Punjab for Special Branch.</p> <p>(13) SSP/SP, Admn. Investigation Branch, Punjab for Investigation Branch.</p> <p>(14) SSP/SP, Admn. Counter Terrorism Department, Punjab for CTD.</p> <p>(15) SSP/SP, Hqrs. Traffic, Punjab for Traffic Punjab.</p> <p>(16) SSP/SP, Hqrs. Punjab Highway Patrol for PHP.</p> <p>(17) AIG/Training, Punjab for Training, Institutions.</p>	<p>(iii) a speed of 60 words per minute of short hand in Urdu and 25 words per minute of typing in Urdu on computer; and</p> <p>(iv) six months diploma or certificate in MS Office</p>				Development Department
--	--	--	---	---	--	--	--	------------------------



### SCHEDULE - III

Name of Department.	Functional Unit.	Name of the post.	Appointing Authority.	Qualification for appointment by		Method of recruitment	Age for initial recruitment		Examination, training and other conditions required for confirmation.
				Initial recruitment/transfer	Promotion		Min.	Max.	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
-do-	-do-	(1) Daftri. (BPS-03).	(1) AIG/Admn. for CPO. (2) SSP/SP Hqrs. PC/Farooqabad for Punjab Constabulary, Farooqabad. (3) Deputy Commandant, PC/Sihala for Police College, Sihala. (4) SSPs/SPs RIB for their concerned Regional Offices. (5) SSP/SP, Telecommunications, Punjab for Telecommunications Section. (6) SSP/SP, Motor Transport, Punjab for M. T. Section. (7) SSP/SP, Hqrs. EPF for Elite Police Force. (8) SSP/SP Admn. SPU for Special Protection Unit. (9) CPOs/DPOs/SSsP /SPs with administrative powers for their concerned Units/Districts. (10) CTOs for City Traffic Districts/ Jurisdictions. (11) SSP/SP, Admn CCPO Office, Lahore for Lahore District (12) SSP/SP, Admn. Special Branch, Punjab for Special Branch.	Middle Pass.	As prescribed for initial recruitment	By promotion on the basis of Seniority-cum-fitness from amongst the all employees in the BPS-01 in the offices mentioned in column-4 with five years' service as such in the functional unit.  If none is available for promotion, by initial recruitment.	18	25	---

R

(ARIF NAWAZ KHAN)

addl. Inspector General of Police,  
Establishment, Punjab.



			(13) SSP/SP, Admn. Investigation Branch, Punjab for Investigation Branch.						
			(14) SSP/SP, Admn. Counter Terrorism Department, Punjab for CTD.						
			(15) SSP/SP, Hqrs. Traffic, Punjab for Traffic Punjab.						
			(16) SSP/SP, Hqrs. Punjab Highway Patrol for PHP.						
			(17) AIG/Training, Punjab for Training, Institutions.						
-do-	-do-	(2) Book Binder. (BPS-02).	-do-	Middle pass having three years' experience in ordinary Book Binding, Ring Binding and Tape Binding.	----	By initial recruitment.	18	25	----
-do-	-do-	(3) Naib Qasid. (BPS-01).	-do-	Primary.	----	By initial recruitment.	18	25	----
-do-	-do-	(4) Follower	-do-	----	----	-do-	18	30	----
-do-	-do-	(5) Mali. (BPS-01).	-do-	Experience in Nursery for 3 years.	----	-do-	18	45	----
-do-	-do-	(6) Water Carrier (BPS-01)	-do-	----	----	-do-	18	45	----
-do-	-do-	(7) Sanitary worker. (BPS-01).	-do-	----	----	-do-	18	45	----

Q

(ARIF HAWAZ KHAN)  
 Joint Inspector General of Police,  
 Establishment, Punjab.