

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No. 14/1/2019-SP

Islamabad, the 3<sup>rd</sup> October, 2022.

OFFICE MEMORANDUM

Subject: - REQUEST FOR GRANT OF NOC FOR RECRUITMENT AGAINST VACANT POSTS IN THE MINISTRY OF HOUSING & WORKS (MAIN) AND POLICY AND PLANNING WING OF THE MINISTRY.

The undersigned is directed to refer to M/o Housing & Works O.M. No. F.6(11)/2022-Admn-I dated 28<sup>th</sup> September, 2022, on the subject noted above and to state that obtaining a prior NOC from this Division is mandatory before making prescribed kind of recruitment. Moreover, requisite staff with matching qualification, experience and grade is not available in the surplus pool for absorption against the reported vacant post. Therefore, Ministry of Housing & Works may fill 04 x vacant posts i.e. 02x Stenotypist (BS-14), 01x UDC (BS-11) and 01x LDC (BS-09) in the Main Ministry and 05x vacant posts i.e. 02x Assistant (BS-15), 02x Stenotypist (BS-14) and 01x Naib Qasid (BS-01) in Policy and Planning Wing of that Ministry as mentioned in the OM under reference in accordance with the approved recruitment rules of the posts subject to completion of all codal formalities and in line with the directions of this Division's Recruitment Policy dated 22-10-2014, as amended from time to time, and mechanism dated 16-01-2015 as amended from time to time.

2. This NOC is valid for a period of six (06) months from the date of its issuance. However, according to para 1-(xiii) of recruitment policy guidelines dated 22-10-2014, as amended from time to time, recruitment is required to be finalized within 120 days from the date of advertisement.

3. The advertisement to be published for recruitment may be forwarded by the concerned Ministry/Division directly to Press Information Department, Information & Broadcasting Division. However, the appointing authority of the concerned Ministry/Division/Department/Organization shall ensure completion of all procedural and codal requirements in letter & spirit in line with the Recruitment Policy while making recruitment and will be held responsible for illegality if any.



(Aitzaz Alam Malik)  
Section Officer (SP)

3/10/2022

Mr. Muhammad Kamran,  
Section Officer (Admn-I),  
Ministry of Housing & Works,  
Islamabad.