

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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F. No. 9/1/2019-SP

Islamabad, 17/6 March, 2023

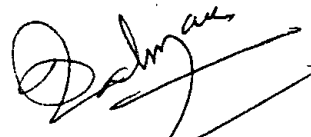
OFFICE MEMORANDUM

Subject: - REQUEST FOR ISSUANCE OF NOC FOR FILING UP VACANT POSTS FROM BS-01 TO 04 IN THE ESTABLISHMENT DIVISION (MAIN)

The undersigned is directed to refer Establishment Division's U.O. No. 2/1/2023-Admn-II dated 13<sup>th</sup> March, 2023 on the subject noted above and to state that obtaining a prior NOC from this Division is mandatory before making specified kind of recruitment. Moreover, surplus employees with matching qualification, experience and grade are not available in surplus pool for posting against the reported vacant posts. Therefore, Establishment Division may fill 27x vacant posts i.e. 04x Staff Car Driver (BS-04), 01x Dispatch Rider (BS-04), 01x Cash Messenger (BS-04), 01x Mali (BS-01), 14x Naib Qasid (BS-01), 01x Chowkidar (BS-01) and 05x Farash (BS-01) in Establishment Division (Main), Islamabad as mentioned in the U.O. 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, 03-03-2015, 11-5-2017 & 18-8-2017.

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. Whereas in line with para-1 (xvii) of the policy guidelines, advertisement to be published for recruitment may be submitted by the concerned Ministry/ Division/ Department/Organization direct to press advertisement (PID) for publication.

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.



(Muhammad Salman)  
Section Officer (SP)

Mr. Iftikhar Hussain Khan,  
Section Officer (Admn-II),  
Establishment Division,  
Islamabad