

F.6/2/2023-E-VII  
GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

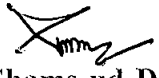
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Subject:- **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE BASIS OF THE COMPETITIVE EXAMINATION, 2022.**

The offer letters for appointment in BS-17 in Office Management Group on the basis of Competitive Examination-2022 have been issued by UMS to 31 successful candidates (**Annex-I**) on 16<sup>th</sup> August, 2023 on their respective postal addresses. The candidates are required to convey their acceptance alongwith a copy of Surety Bond to be submitted in CSA (**Annex-II**) within 15 days to:-

1. Section Officer (E-VII Section), Establishment Division, Islamabad.
2. Section Officer (T-V), Establishment Division. Islamabad
3. The Director (Programme), Civil Services Academy, Lahore

2. For any queries and further information, please feel free to contact the undersigned.

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan  
☎: 9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.F.6/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

Agha Hashir Mehmood Khan,  
57-41, St 7, Phase VIII (Ex- Park View), DHA,  
Lahore

Subject: OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

- i. You will be on probation for a period of two years or for such period as Government may extend for the successful completion of your training. The probationary period, however, shall not be terminated until you have completed your Common Training at the Civil Services Academy, Lahore as well as Specialized Training at Secretariat Training Institute, Islamabad and have passed the prescribed examinations including the Final Passing Out Examination (FPOE) which will be conducted by the FPSC after the conclusion of Specialized Training.
- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- ~~vii. If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/Post/Cadre.~~
- viii. Change of Occupational Group/Service will not be allowed in any case.
- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.

- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only alongwith yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
- xii. If you are already in service of Federal or Provincial Government, your pay shall be fixed under the normal rules of the Government. If, however, you are in the service of any Autonomous Body / Corporation, you will not get the benefit of your previous pay on joining the Federal Government.
- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
  - b. That you are found medically fit.
- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

4. If you accept the above terms and conditions of appointment, please send a reply to this effect to the undersigned with a copy to Section Officer (T-V), Establishment Division, Islamabad, the Director (Programme), Civil Services Academy, Lahore, and the undersigned **within 15 days** of receipt of this offer of appointment, failing which the post will be offered to the next candidate and no representation on that account will be entertained thereafter. Your acceptance should be forwarded through Courier service / U.M.S / Registered Post, to the above mentioned authorities.


5. If the provisional Offer of Appointment is acceptable to you, you will be required to report to the Director General, Civil Services Academy, Walton, Lahore for training and you are also required to contact Deputy Director (Coordination) Civil Services Academy, Lahore (042-9920455), immediately for further instructions / commencement of training.

6. This offer of appointment will be treated as WITHDRAWN if you do not convey your acceptance **within 15 days**.

PLEASE NOTE VERY CAREFULLY THAT THIS OFFER OF APPOINTMENT WILL BE TREATED AS WITHDRAWN IF YOU DO NOT CONVEY ACCEPTANCE WITHIN THE SPECIFIED TIME LIMIT.


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Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Abdullah Khalid,**  
P/ 179, St. 516, Akbar Colony, Jaranwala Road,  
**Faisalabad**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

- i. You will be on probation for a period of two years or for such period as Government may extend for the successful completion of your training. The probationary period, however, shall not be terminated until you have completed your Common Training at the Civil Services Academy, Lahore as well as Specialized Training at Secretariat Training Institute, Islamabad and have passed the prescribed examinations including the Final Passing Out Examination (FPOE) which will be conducted by the FPSC after the conclusion of Specialized Training.
- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- vii. If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/Post/Cadre.
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- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.

- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only alongwith yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
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- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
  - b. That you are found medically fit.
- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

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Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION**

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Numra Imtiaz,**  
Flat 201, Building 4C-2, Ittehad Lane 5, DHA Phase VI,  
**Karachi**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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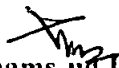
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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

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(Shams-ud-Din)  
Section Officer (E-VII)  
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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Asif Nawaz,**  
H No. 754, St. 71, Sec. D-12/2,  
**Islamabad**

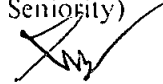
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Section Officer to the  
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Copy to:

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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Asma Raza Aslam,**  
E-183A, Saqib Town, Bedian Road. Near DHA Phase V,  
**Lahore**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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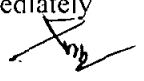
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4. If you accept the above terms and conditions of appointment, please send a reply to this effect to the undersigned with a copy to Section Officer (T-V), Establishment Division, Islamabad, the Director (Programme), Civil Services Academy, Lahore, and the undersigned **within 15 days** of receipt of this offer of appointment, failing which the post will be offered to the next candidate and no representation on that account will be entertained thereafter. Your acceptance should be forwarded through Courier service / U.M.S / Registered Post, to the above mentioned authorities.

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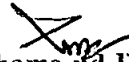


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Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539



GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Aaham Ejaz,**  
Imtiaz Shaheed Road, St. 4, H. No. 3, CMH Colony,  
**Lahore**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

- i. You will be on probation for a period of two years or for such period as Government may extend for the successful completion of your training. The probationary period, however, shall not be terminated until you have completed your Common Training at the Civil Services Academy, Lahore as well as Specialized Training at Secretariat Training Institute, Islamabad and have passed the prescribed examinations including the Final Passing Out Examination (FPOE) which will be conducted by the FPSC after the conclusion of Specialized Training.
- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- vii. If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/ Post/Cadre.
- viii. Change of Occupational Group/Service will not be allowed in any case.
- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.

- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only alongwith yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
- xii. If you are already in service of Federal or Provincial Government, your pay shall be fixed under the normal rules of the Government. If, however, you are in the service of any Autonomous Body / Corporation, you will not get the benefit of your previous pay on joining the Federal Government.
- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
  - b. That you are found medically fit.
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3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

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Enclosed: (One Surety Bond).

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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Ruby Nawaz,**  
H No. 70, UBL Bank Street, Talwandi Musa Khan,  
**Gujranwala**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

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Enclosed: (One Surety Bond).

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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

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2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Noman Ali Gondal,**  
Village and Post Office Khan Muhammad Wala, Teh. Bhera,  
Dist. Sargodha

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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Section Officer to the  
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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Muhammad Ikram Sarfraz,**  
36-C-3, Mason Road, Near Ganga Ram Hospital,  
**Lahore**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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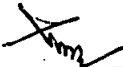
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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

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Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

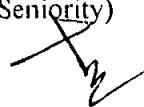
**Ms. Amina Batool,**  
House No. 469, Street 15, Sector B, Askari 14,  
**Rawalpindi**

Subject: **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

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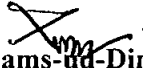
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Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Shahzad Hussain,**  
House No. 533, Iqbal Colony, Tandlianwala,  
**Faisalabad**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

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- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
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- viii. Change of Occupational Group/Service will not be allowed in any case.
- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.





- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only alongwith yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
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- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Muhammad Moaaz,**  
House No. 382-D, OPF Housing Society, Khayaban e Jinnah Road,  
**Lahore**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Laraib Fatima,**  
Post Office Kot Addu, Pattal Kot Addu, Mustaqil Sharqi, Kot Addu,  
**Muzaffargarh**

Subject: **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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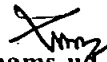


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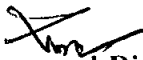
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(Shams-ud-Din)  
Section Officer to the  
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Copy to:

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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539



GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Izhar Ud Din,**  
c/o Ali Shah news Agency, main Bazar, Timergara,  
**Lower Dir, KPK**

Subject: **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Muhammad Waqas Khan,**  
Sher Rehman House, Mohallah Darulsalam, Usman Abad Road, BANR, Mangora,  
**Swat, KPK**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

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Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
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3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Huma,**  
H.118, St No. 3, Sector J 4, Phase 2, Hayatabad,  
**Peshawar**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

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- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- vii. If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/Post/Cadre.
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- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.

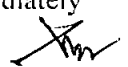


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- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
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Section Officer to the  
Government of Pakistan

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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION**

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Mansoor Shabir,**  
Ghulam Shabbir Chandio, Tehsil Qazi Ahmed,  
**District Shâheed Benazirabad, Sindh**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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


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(Shams-ud-Din)  
Section Officer to the  
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Copy to:

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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Talha Mehfooz,**  
Block G, Flat 2, Zeeshan Plaza, Hussainabad,  
**Haiderabad, Sindh**

Subject:


**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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Section Officer to the  
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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

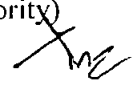
**Mr. Saad Zubair,**  
H. 5/172, Memon Mohallah, Wagna Gate,  
**Shikarpur, Sindh**

Subject: **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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(Shamsud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Peer Jameel Hussain,**  
H. No. 745-B, St 31, F 17/2,  
**Islamabad**

Subject:

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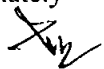
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- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
  - b. That you are found medically fit.
- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

4. If you accept the above terms and conditions of appointment, please send a reply to this effect to the undersigned with a copy to Section Officer (T-V), Establishment Division, Islamabad, the Director (Programme), Civil Services Academy, Lahore, and the undersigned **within 15 days** of receipt of this offer of appointment, failing which the post will be offered to the next candidate and no representation on that account will be entertained thereafter. Your acceptance should be forwarded through Courier service / U.M.S / Registered Post, to the above mentioned authorities.

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PLEASE NOTE VERY CAREFULLY THAT THIS OFFER OF APPOINTMENT WILL BE TREATED AS WITHDRAWN IF YOU DO NOT CONVEY ACCEPTANCE WITHIN THE SPECIFIED TIME LIMIT.

Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION**

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Paras,**  
Sheikh Zaid Colony, Larkana House No. 99,  
**Larkana**

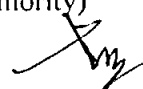
Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

- i. You will be on probation for a period of two years or for such period as Government may extend for the successful completion of your training. The probationary period, however, shall not be terminated until you have completed your Common Training at the Civil Services Academy, Lahore as well as Specialized Training at Secretariat Training Institute, Islamabad and have passed the prescribed examinations including the Final Passing Out Examination (FPOE) which will be conducted by the FPSC after the conclusion of Specialized Training.
- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- vii. If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/Post/Cadre.
- viii. Change of Occupational Group/Service will not be allowed in any case.
- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.



- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only along with yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
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- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

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Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539



GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Muhammad Fahad,**  
H. No. 5/577, Memon Mohallah, Wagna Gate,  
**Shikarpur, Sindh**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

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- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
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- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- vii. If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/Post/Cadre.
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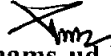
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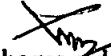
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(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

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2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Muhammad Tahir Aman,**  
Flat No. C-4, First Floor, River View Appartments, Thanddi Sarrak,  
**Haiderabad**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2.

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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

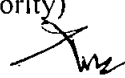
**Ms. Bakhtawar Yousafani,**  
House No. 12, Block 2B Street Rana C Rathore, Satellite Town,  
**Mirpurkhas**

Subject: **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Mr. Asim Hussain Qureshi,**  
Bungalow No. 60-D, Sammungal Housing Scheme,  
**Quetta**

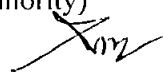
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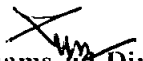
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Section Officer to the  
Government of Pakistan

Copy to:

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4. The Director (CSS), Federal Public Service Commission, Islamabad.
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(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539



**GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION**

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No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

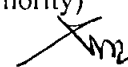
**Ms. Zoya Siddique,**  
166/2, Main Khayaban-e-Shaheen, DHA, Phase 8,  
**Karachi**

Subject: **OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
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- viii. Change of Occupational Group/Service will not be allowed in any case.
- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.



- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only alongwith yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
- xii. If you are already in service of Federal or Provincial Government, your pay shall be fixed under the normal rules of the Government. If, however, you are in the service of any Autonomous Body / Corporation, you will not get the benefit of your previous pay on joining the Federal Government.
- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
  - b. That you are found medically fit.
- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

4. If you accept the above terms and conditions of appointment, please send a reply to this effect to the undersigned with a copy to Section Officer (T-V), Establishment Division, Islamabad, the Director (Programme), Civil Services Academy, Lahore, and the undersigned **within 15 days** of receipt of this offer of appointment, failing which the post will be offered to the next candidate and no representation on that account will be entertained thereafter. Your acceptance should be forwarded through Courier service / U.M.S / Registered Post, to the above mentioned authorities.

5. If the provisional Offer of Appointment is acceptable to you, you will be required to report to the Director General, Civil Services Academy, Walton, Lahore for training and you are also required to contact Deputy Director (Coordination) Civil Services Academy, Lahore (042-99220455), immediately for further instructions / commencement of training.




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PLEASE NOTE VERY CAREFULLY THAT THIS OFFER OF APPOINTMENT WILL BE TREATED AS WITHDRAWN IF YOU DO NOT CONVEY ACCEPTANCE WITHIN THE SPECIFIED TIME LIMIT.


Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Syed Arsalan Asif,**  
116/A-1, Street 16, Khyaban e Muhafiz, Phase 6, DHA,  
**Karachi**

Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

On the basis of the Competitive Examination CSS-2022, held by the Federal Public Service Commission, you have been selected and are hereby offered appointment as a Civil Servant in BS-17 in **Office Management Group** under the Federal Government.

2. The terms and conditions of the appointment are briefly as follows:-

- i. You will be on probation for a period of two years or for such period as Government may extend for the successful completion of your training. The probationary period, however, shall not be terminated until you have completed your Common Training at the Civil Services Academy, Lahore as well as Specialized Training at Secretariat Training Institute, Islamabad and have passed the prescribed examinations including the Final Passing Out Examination (FPOE) which will be conducted by the FPSC after the conclusion of Specialized Training.
- ii. You are required to qualify every examination to the satisfaction of the head of Training Institutions where you shall undergo training.
- iii. If on the conclusion of training programme, your performance or conduct is determined by the head of the training institution to be unsatisfactory, the Government may require you to undergo such further training or take such action(s) as it deems fit.
- iv. As a probationer, you will be subject to the provisions of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 as well as the Civil Servants Act, 1973 and shall be governed by rules and regulations applicable to a civil servant.
- v. No representation will be entertained against the decision of the Government with regard to your allocation to a particular Group/Service.
- vi. While appearing in the Final Passing Out Examination, you would be governed by Rule 6 of Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990 and any subsequent rules / instructions issued by the government thereby from time to time.
- vii. ~~If you are already in BS-17 and hold lien against any post in any service/Group/Cadre, you shall have the right of reversion to such previous post, during the period of your probation in new service/Post/Cadre.~~
- viii. Change of Occupational Group/Service will not be allowed in any case.
- ix. Your seniority in the Group shall be determined by the Government after the Final Passing Out Examination in accordance with Rule-7 of the Occupational Groups and Services (Probation, Training and Seniority) Rules, 1990.



- x. If you have changed your occupational group as a result of repeating CSS, you will not repeat CTP, continue your posting in your former group / service on the commencement of your respective STP only alongwith yours batch mates of the new occupational group / service, in terms of this Division's O.M. No.5/6/2017-T-V dated 01.02.2018.
- xi. You will be liable to serve anywhere within or outside Pakistan in any post under the Federal Government or a Provincial Government or a local authority or a Corporation or body set up or established by any such Government.
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- xiii. On joining the Civil Service Academy, Lahore, Traveling allowance will not be admissible, except in case of those who are already in Government Service.
- xiv. This offer of appointment is provisional and subject to the following conditions:
  - a. That your character and antecedents are found suitable.
  - b. That you are found medically fit.
- xv. If you do not fulfill the conditions mentioned at xiv (a & b) above, your services shall be terminated without notice.

3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

4. If you accept the above terms and conditions of appointment, please send a reply to this effect to the undersigned with a copy to Section Officer (T-V), Establishment Division, Islamabad, the Director (Programme), Civil Services Academy, Lahore, and the undersigned **within 15 days** of receipt of this offer of appointment, failing which the post will be offered to the next candidate and no representation on that account will be entertained thereafter. Your acceptance should be forwarded through Courier service / U.M.S / Registered Post, to the above mentioned authorities.

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Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*\*\*

No.F.6/2/2023-E-VII

Islamabad, the 16<sup>th</sup> August, 2023

To,

**Ms. Mahnoor,**  
V-B/3, Flat No. 207, Comm Nazimabad,  
**Karachi**

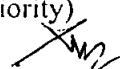
Subject:

**OFFER OF APPOINTMENT TO THE POST OF BS-17 IN OFFICE  
MANAGEMENT GROUP UNDER THE FEDERAL GOVERNMENT ON THE  
BASIS OF THE COMPETITIVE EXAMINATION, 2022**

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3. Before commencement of training, you shall execute a Bond (copy enclosed), with a surety, to refund in the event of your failure to complete your training or resigning from service during the period of training or within three years thereafter, all such amounts paid to you or spent in connection with your training. If you do not furnish the Bond to the Director General Civil Services Academy, Walton Campus, Lahore, before joining the Academy, you will not be permitted to join the Academy.

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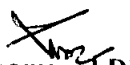
Enclosed: (One Surety Bond).

Yours Sincerely,

  
(Shams-ud-Din)  
Section Officer to the  
Government of Pakistan

Copy to:

1. The Accountant General of Pakistan Revenue, Islamabad.
2. The Accountant General of Pakistan (Revenues), Sub-Office, Lahore.
3. The Director General, Civil Services Academy, Lahore.
4. The Director (CSS), Federal Public Service Commission, Islamabad.
5. The Section Officer (Training-V), Establishment Division, Islamabad.
6. Personal File / CR Dossier.

  
(Shams-ud-Din)  
Section Officer (E-VII)  
☎: 051-9202539

**BOND TO BE EXECUTED BY THE PROBATIONER ON HIS / HER SELECTION AS A  
CIVIL SERVANT (BPS-17) UNDER THE FEDERAL GOVERNMENT OF PAKISTAN**

Known to the all men by these present that we (1) \_\_\_\_\_

S/O D/O \_\_\_\_\_ with permanent address as

(hereinafter called the probationer) and (2) \_\_\_\_\_

S/O D/O \_\_\_\_\_ Business / Profession \_\_\_\_\_

with permanent address as \_\_\_\_\_

(hereinafter called the surety) are held and firmly bound unto the President of Pakistan (hereinafter called the President) for all moneys, charges, costs and expenses as may be determined by the President as having been incurred on or in respect of the Probationer's training to be paid to the President, his successor-in-office or assignees for which payment will and truly to be made, we bind ourselves, each of our heirs, executors, administrators and representatives jointly and severally.

Signed and delivered on this \_\_\_\_\_ Day of \_\_\_\_\_ 2022

The number, date and place of issue of \_\_\_\_\_  
Identity Cared of the Surety \_\_\_\_\_

Signature \_\_\_\_\_  
(Probationer)

Signature \_\_\_\_\_  
(Surety)

**WHEREAS** the President has selected the Probationer for appointment as a Civil Servant (BS-17) under the Federal Government of Pakistan and for that purpose is to undergo training at public expense.

Now the condition of the above written bond is that the Probationer:

- i) Successfully completes his / her training;
- ii) Does not resign his services during the period of his probation and three years thereafter on any ground other than ill health certified to the satisfaction of the President; and
- iii) Is not dismissed or removed from service for misconduct during that period.

Then the above written obligation will be null and of no effect, otherwise the same shall be and remain in full force and virtue.

Signature \_\_\_\_\_  
(Probationer)

**WITNESS:**

1. Full Name \_\_\_\_\_  
S/O D/O \_\_\_\_\_  
Present Address \_\_\_\_\_  
\_\_\_\_\_  
Permanent Address \_\_\_\_\_  
\_\_\_\_\_  
Business / Profession \_\_\_\_\_  
The number, date and place of issue of \_\_\_\_\_  
Identity Card of Witness \_\_\_\_\_  
  
Signature \_\_\_\_\_  
**(Witness)**

2. Full Name \_\_\_\_\_  
S/O D/O \_\_\_\_\_  
Present Address \_\_\_\_\_  
\_\_\_\_\_  
Permanent Address \_\_\_\_\_  
\_\_\_\_\_  
Business / Profession \_\_\_\_\_  
The number, date and place of issue of \_\_\_\_\_  
Identity Card of Witness \_\_\_\_\_  
  
Signature \_\_\_\_\_  
**(Witness)**

**CERTIFICATE**

Certified that I \_\_\_\_\_ (Surety)  
have not undertaken similar surety in respect of any other person/probationer.

Signature \_\_\_\_\_  
**(Surety)**

**Note:**

- 1) Names should be legibly written.
- 2) Full names and addresses of Surety and of Witnesses should be legibly written.
- 3) A Government Servant already under a similar bond of service should not be accepted as Surety for a Probationer.