

No.1/21/76-AR.I/R.2
GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

Islamabad, the 19th August, 1969.

OFFICE MEMORANDUM

SUBJECT:- COMBINATION OF APPOINTMENTS.

The undersigned is directed to say that under FR-49 a local Government may appoint one Government servant to hold substantively, as a temporary measure, or to officiate in, two or more independent posts at one time. Under S.No.15 of Appendix No.4 of FR & SR (Vol.II) the power of making such appointments has been delegated to all heads of departments subject to the condition that the concerned authority is competent to appoint a Government servant permanently to each of the posts concerned.

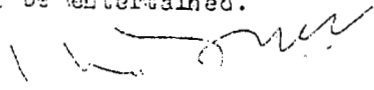
2. Instances have come to the notice of the Establishment Division where the heads of Ministries/ Divisions and Departments are making combination of appointments without keeping in view the restriction imposed i.e. competency of the authority to make such appointments. Besides, the authorities concerned first make the appointment and later approach the Establishment Division for regularising such arrangements. This situation from the rule and the administrative point of view is not desirable

3. The above position has been considered in the Establishment Division. It is pointed out that combination of appointments, in equivalent posts, are of two types, (i) where the combination is effected in identical posts i.e. charge of a Section Officer/Deputy Secretary is given to another Section Officer/Deputy Secretary or of Research Officer to another Research Officer, and (ii) where the

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posts are not identical, such as Deputy Secretary and Director, Section Officer and Research Officer, The combination of appointment in identical posts is now governed under the instructions contained in Finance Division's O.M. No.F.2(9)-R.3/85, dated the 18th March, 1987 issued under FR-49. The combination of appointments in non-identical posts is still regulated under FR-49 as no separate instructions like those dated 18.3.1987 have been issued. In such cases power to make such arrangements is subject to restriction that the authority making the arrangement is competent to make appointments to both the posts i.e. the original post of civil servant and the other post of which the additional charge is proposed to be given. In other words, additional charge arrangement in non-identical posts in B-17 to 19 will require the approval of Establishment Secretary and those in B-20 and above of Prime Minister.

4. In view of the position explained above, the Ministries/Divisions and Departments are advised to strictly adhere to the rule position as explained above while making such appointments. It is further advised that prior approval of the authorities competent to make such appointments under the rules should be obtained before making such arrangements. The cases of ex-post facto approval in this regard shall not be entertained.


(HUZAM DAD KIANI)
Joint Secretary

All Ministries/Divisions,
Rawalpindi/Islamabad.

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

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No.3/89/2004-R-2.

Islamabad, the 1st January, 2005

OFFICE MEMORANDUM

SUBJECT:- COMBINATION OF APPOINTMENT.

The undersigned is directed to refer to the Establishment Division's O.M. No.1/21/76-AR.1/R.2, dated 19.8.1989 as amended vide its O.M. No.1/15/2000-R.2 dated 2.10.2000 on the subject according to which additional charge arrangements in non identical posts in B-17 to B-19 can be made with the approval of the Secretary of the concerned Ministry/Division and for the posts borne on the cadre of APUG and OMG with the approval of Establishment Secretary and those in B-20 and above with the approval of Prime Minister.

2. In view of the current policy of decentralization of the Government the instructions contained in the above referred O.M. have been reviewed. The Prime Minister has been pleased to authorize the Secretaries of the Ministries/Divisions to approve additional charge arrangements in non identical posts in BS 17 to BS 20. This arrangement should not be made for a period of less than one month and should not exceed three months. However, it may be extended by another three months with the concurrence of the Establishment Division. Extension of such arrangements beyond six months shall be made with the approval of the Prime Minister.

3. The instructions contained in para 2 & 3 of the Establishment Division's O.M. No.1/21/76-AR.I/R.2 dated 19.8.1989 and No.1/15/2000-R.2 dated 2.10.2000 stands modified to the extent indicated above.

A. Bashir Shaikh
(ANJUM BASHIR SHAIKH)
SECTION OFFICER
Ph: 9207196

All Ministries/Divisions

Copy to :-

- (1) The Chief of Staff to the President, President's Secretariat (Public) Islamabad.
- (2) Prime Minister's Secretariat (Public) (Syed Tanvir Abbas Jaffri, Additional Secretary (IA) with reference to their U.O. No.21/LRP/Estab/04, dated 4.12.2004, Islamabad.
- (3) Auditor General of Pakistan, Islamabad.
- (4) Controller General of Accounts, Islamabad.
- (5) Secretary, FPSC, Islamabad.
- (6) DG, I.B, Islamabad.
- (7) Secretary, NAB, Islamabad.
- (8) Secretary, NRB, Cabinet Block, Islamabad.

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