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GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No.4/11/2014 T-III

Islamabad, the 01st November, 2015.

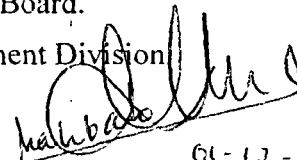
OFFICE MEMORANDUM

SUBJECT: - DETERMINATION OF INTER-SE SENIORITY WHEN SPECIALIZED TRAINING PROGRAMME (STP) IS DEFERRED/ REPEATED.

The undersigned is directed to refer to the subject cited above and to convey the following decision taken by the competent authority:-

- i) Deferment of STP shall be granted only on compelling medical grounds.
- ii) There shall be no change in inter-se seniority of the probationary officer(s) in case of deferment of STP other than change due to marks/evaluation in STP contributing towards seniority alongwith other determinants. It will be fixed with the same batch the probationary officer(s) completed the CTP.
- iii) All training institutes should be informed that:
 - a) No probationer will be allowed to repeat the entire STP, except in the case of deferment on compelling medical grounds.
 - b) In case of performance below desired level a probationary officer(s) may be asked to attend extra classes; detained for a specified period and in extreme negligence/ misconduct a case may be moved for **removal from service**. In such cases, the report on the conduct and performance of a probationary officer(s) should be periodically shared with the Establishment Division prior to sending the case for termination from service.
 - c) Instances of bad conduct may be elaborated in the pen picture provided by the training institute.
- iv) **In case of not qualifying the examination(s)** of STP the probationary officer may be retained for such period so as to qualify the failed subjects but without any effect to the inter-se seniority, other than change due to marks/evaluation in STP contributing towards seniority alongwith other determinants.
- v) A probationary officer shall be allowed:
 - a) Seven days casual leave during STP.
 - b) In addition to these casual leaves he/she may be entitled to a cumulative maximum of 30 days medical leave but on the recommendation of a Special Medical Board.

2. This issues with the approval of Secretary, Establishment Division


01-11-2015
(Shahbano)
Section Officer (T-III)
Ph # 051-9206557

All Ministries / Divisions / Departments