

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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No.10/1/2019-SP

Islamabad, the

18+  
October, 2020

OFFICE MEMORANDUM


Subject: - RECRUITMENT POLICY FOR THE FEDERAL SERVICES/ AUTONOMOUS BODIES/ CORPORATIONS.

The undersigned is directed to refer to Finance Division (HRM Wing)'s O.M No. F.2 (1)/2016-HR-II dated 29<sup>th</sup> September, 2020, on the subject noted above and to state that obtaining a prior NOC from this Division is mandatory before making any kind of recruitment. Moreover, surplus employees with matching qualification, experience and grade are not available in surplus pool for posting against reported vacant posts. Therefore, Finance Division (HR Wing) may fill 162 x vacant posts of different cadres i.e. 16 x Assistant (BPS-15), 37 x Stenotypist (BS-14), 02 x Assistant Supervisor / Computer Operator (BPS-12), 10 x UDC (BPS-11), 18 x LDC (BPS-09), 01 x Artist (BPS-09), 02 x Dispatch Rider (BPS-04), 14 x Staff Car Driver (BPS-04), 58 x Naib Qasid (BPS-01) 02 x Regular Frash (BPS-01), 01 x Chowkidar (BPS-01) & 01 x Sweeper (BS-01) in that Division as mentioned in the O.M. under reference in accordance with the approved recruitment rules subject to completion of all the 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 extends already issued NOC given vide OM dated 11-2-2020, for a further period of six (06) months from 11-8-2020 to 11-2-2021.

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.

Finance Division (HRM Wing HR-II Section),  
Ms. Mariya Farheen, Section Officer (HR-II),  
Government of Pakistan, Islamabad. \

  
(Aitzaz Alam Malik)  
Section Officer (SP)

1/10/2020