

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

21st

No. 36/2/2019-SP

Islamabad, the September, 2020


OFFICE MEMORANDUM

Subject: - PROVISION OF SURPLUS STAFF FOR INSTITUTIONAL REFORM CELL.

The undersigned is directed to refer to Prime Minister's Office (Institutional Reform Cell) letter No. 1/2/2018/IRC dated 15th September, 2020, on the subject noted above and to say that obtaining a prior NOC from this Division is mandatory before making specified of recruitment. Moreover, surplus employees with matching qualification, experience and grade are not available in surplus pool for posting against reported vacant posts. Therefore, Prime Minister's Office (Institutional Reform Cell) may fill 05 x vacant posts of different cadres ranging from (BPS-01) to (BPS-16) i.e. 03 x Assistant (BS-15/ 16), 01 x Driver (BS-04), 01 x Naib Qasid (BS-01) in that department as mentioned in the OM 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 as amended from time to time.

2. This NOC is valid for a period of six (06) months from its date of issuance. However, according to para 1-(xiii) of recruitment policy guidelines dated 22-10-2014, as amended on 21-9-2017, 27-12-2018 & 04-3-2019 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.


(Aitzaz Alam Malik)
Section Officer (SP)

Mr. Najeebullah Khan, Deputy Secretary (II),
Prime Minister's Office (Institutional Reform Cell),
Govt of Pakistan, Islamabad.

21/9/2020