

Government of Pakistan  
Cabinet Secretariat  
Establishment Division

No. 4/15/2006-R-2

Islamabad, the 22<sup>nd</sup> May, 2007

OFFICE MEMORANDUM

Subject: RESERVATION OF 10% QUOTA FOR EMPLOYMENT OF WOMEN ACROSS-THE-BOARD IN FEDERAL GOVERNMENT SERVICES

The undersigned is directed to state that it has been decided by the Federal Government to reserve with immediate effect, 10% quota for employment of women to all posts across the board in Federal Government Services including CSS to be filled by direct recruitment, in addition to their participation in the open merit.

2. This reservation will count as part of overall Provincial allocation as contained in the Establishment Division's O.M No. 4/10/2006-R-2, dated 12.2.2007 and will be calculated against the quota of the province of origin of women candidate concerned.

3. The above reservation will not apply to:-

- i) *the percentage of vacancies reserved for recruitment on the basis of merit;*
- ii) *recruitment made by promotion or transfer in accordance with the relevant rules.*
- iii) *short term vacancies likely to last for less than six months; and*
- iv) *isolated posts in which vacancies occur only occasionally;*

4. The vacancies reserved for women for which qualified women candidate are not available shall be carried forward and filled by women.

5. These orders shall also apply to initial appointments in all autonomous / semi-autonomous bodies / corporations etc. which are administratively controlled by the Federal Government.

6. Ministries/Divisions are requested to kindly bring the above instructions to the notice of all concerned for information and compliance while making future recruitment.

7. The instructions contained in Establishment Division's O.M No. 4/2/89-R-2, dated 26.9.1989 and 3/17/2005-R-2, dated 26.9.2006 stands modified to the above extent.

*A. Bashir Shaikh*  
22/5/07  
(ANJUM BASHIR SHAIKH)  
SECTION OFFICER

**ALL SECRETARIES /ADDITIONAL SECRETARIES INCHARGE  
MINISTRIES/DIVISIONS.**

Copy to:-

1. C O S to the President, President's Secretariat (Public), Islamabad.
2. The Prime Minister's Secretariat (Public), with reference to their U.O No. 36/LRP/Estab, dated 9.12.2006.
3. Secretary, Ministry of Women Development, with reference to d.o No. 6(23)/2005-GRAP, dated 8.5.2007.
4. Auditor General of Pakistan, Islamabad.
5. Controller General of Accounts, Islamabad.
6. Director General, I.B Islamabad.
7. Secretary, F.P.S.C., Islamabad.
8. All Chief Secretaries of the Provinces.
9. Secretary, National Reconstruction Bureau, Ibd.
10. Secretary , NAB, Islamabad.
11. Principal Information Officer, Press Information Department, Ibd
12. Military Accountant General, Rawalpindi.
13. Miss. Saeed-ul-Nisa Abbasi, D.G, PPARC (Working Women Hostel Building's Annexee, St. 35, G-7/1, MS (Wing), Establishment Division, Islamabad.
14. All Joint Secretaries of the Establishment Division, Islamabad.
15. Deputy Secretary (Computer), Establishment Division with the request to arrange for its placement on the official website of the Establishment Division, Islamabad.

*A. Bashir Shaikh*  
22/5/07  
(ANJUM BASHIR SHAIKH)  
SECTION OFFICER