

(AMENDED UPTO 13TH JUNE, 2002)

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No.6/4/96-R.3

Islamabad, the 10th May, 1997

OFFICE MEMORANDUM

SUBJECT: PROCEDURE REGARDING APPOINTMENTS IN
AUTONOMOUS/SEMI-AUTONOMOUS BODIES, UNDER
THE FEDERAL GOVERNMENT OF PAKISTAN.

In supersession of the instructions issued vide Office Memorandum No.1/85/94-E.6 dated the 12th September, 1994, the undersigned is directed to state that henceforth the cases of appointment to various posts in autonomous/semi-autonomous bodies shall be processed in accordance with the following guidelines:-

<u>S.No.</u>	<u>Nature of Case</u>	<u>Selection Procedure</u>	<u>Approving Authority</u>
i.	Appointment of Chief Executive/Head of the Organization.	Selection Board headed by the Minister Incharge to consider and recommend from a panel of three names for each vacancy : @ Provided that, where the charge of a Ministry/Division is held by the Chief Executive, the Selection Board shall be headed by the Secretary of the respective Ministry Division.	Prime Minister/ Chief Executive
*ii. (a)	Posting of government servants of BS-21 and above	To be processed through the Establishment Division	Prime Minister/ Chief Executive
(b)	Posting of government servants of BS-20	-	Establishment Secretary
©	Posting of government servants of BS-17 to 19	To be processed in the Ministry/ Division concerned.	Secretary of concerned Ministry/Division
(d)	Posting of government servants in BS-16 and below.	To be processed by the Department Concerned.	Heads of Departments

iii.(a)	Appointment to posts in Management Grades other than of a Finance Member/Director and those covered by (i) and (ii) above	Selection Board headed by the Secretary of the Ministry/Division concerned to consider and recommend from a panel of three names for each vacancy.	Prime Minister/ Chief Executive
*iii(b)	Appointments to posts carrying a minimum pay equal to the minimum of BPS-20 and above.	Selection Board headed by the Secretary of the Ministry/Division concerned to consider and recommend from a panel of three names for each vacancy.	Minister Incharge
iv.	Appointment of Heads of Subsidiary Companies not included in Management Grade	Selection Board headed by Secretary of the Ministry/Division concerned and recommend from a panel of three names for each vacancy.	Minister Incharge
v.	Appointment to posts other than those mentioned above.	Through appropriate Selection Board set up in the Organization	@ An Officer authorized by the Head of the Organization Concerned.

* Amended vide Establishment Division's O.M.No.6/4/96-R.3 dated 26-5-2000

@ Amended vide Establishment Division's O.M.No.,6/4/96-R.3 dated 6 -6-2002

2. This procedure shall be applicable, mutatis mutandis, for selections for these posts from open market.

3. The Constitution of Selection Boards for posts mentioned at Serial Numbers (i), (ii), (iii) and (iv) of Para 1 shall be subject to the approval of the Prime Minister/Chief Executive through Establishment Division (unless already so approved). The constitution of the Selection Board at Sr.No.(v) of para 1 shall be approved by the Minister Incharge of the Ministry/Division concerned.

4. In case where the services of any Government Servant are required for posting on deputation in any autonomous/semi-autonomous body, the administrative Ministry/Division concerned shall propose a panel of atleast three names through the

Establishment Division in case where the Prime Minister/Chief Executive is the competent authority.

5. Appointment to the post of Member (Finance), Director(Finance) or the Chief Finance Officer in any autonomous/semi-autonomous body irrespective of the designation shall be made with the approval of the Prime Minister/Chief Executive in case the post is in BS-20, equivalent or above. However, for these posts in BS-19/equivalent the Government's approval will be accorded by the Finance Secretary in consultation with the Establishment Secretary.

**6. All appointments approved by the President or the Chief Executive/Prime Minister shall be notified by the Establishment Division. Posting of Officers of BS-20 in autonomous and semi-autonomous bodies will also be notified by the Establishment Division. The terms and conditions of deputation to autonomous bodies shall be regulated by the prescribed standard terms and conditions of deputation. Any deviation from the standard terms and conditions of deputation shall require prior approval of Finance and Establishment Divisions.

(** substituted vide O.M.No.6/4/96-R.3 dated 10-4-2002)

7. In cases where these instructions are in conflict with the provisions of the Laws governing any Corporation, the provision of the Law to the extent of conflict shall prevail.

8. Establishment Division's U.O.No.1/85/94-E.6 dated the 5th May, 1996 regarding ban on promotion in the Corporations, is hereby cancelled.

Sd/.....
(Zarmast Khan Khattak)
Deputy Secretary to the
Government of Pakistan

All Secretaries/Additional Secretary Incharge of
Ministries/Divisions/Islamabad/Rawalpindi.

**GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION**

No.6/4/96-R-3

Islamabad, the 14th September, 2018

OFFICE MEMORANDUM

Subject: **PROCEDURE REGARDING APPOINTMENTS IN AUTONOMOUS, SEMI AUTONOMOUS BODIES, UNDER THE FEDERAL GOVERNMENT OF PAKISTAN.**

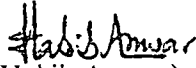
The undersigned is directed to refer to this Division's OM No. 6/4/96-R-3, dated 10-05-1997 as amended from time to time on the subject noted above and to state that S.No. 1 of para 1 of the above referred OM reads as under:-

S.No	Nature of Case	Selection Procedure	Approving/ Authority
1	Appointment of Chief Executive/ Head of the Organization	Selection Board headed by the Minister Incharge to consider and recommend from a panel of three names for each vacancy: Provided that, where the charge of a Ministry /Division is held by the Chief Executive, the Selection Board shall be headed by the Secretary of the respective Ministry/Division.	Prime Minister/ Chief Executive

2. It has been decided with the approval of Prime Minister that the proviso appearing in column 3 against Sl. No. 1 may be substituted as under: -

Provided that, where the charge of a Ministry/Division is headed by the Prime Minister, the Selection Board shall be headed by a Minister/Minister of State /Advisor to the Prime Minister/ SAPM to Prime Minister nominated by the Prime Minister.

3. It has also been decided that the phrase "Chief Executive" wherever occurring in the above referred O.M. may also be omitted.


(Habib Anwar)
Section Officer

**All Secretaries/Additional Secretary Incharge of
Ministries/Divisions
Islamabad/Rawalpindi**

Distribution List of Establishment Division O.M.No.6/4/96-R-3,
dated 14th September, 2018

1. The Secretary to the President.
2. The Secretary to the Prime Minister.
3. The Secretary, Cabinet Division, Islamabad.
4. The Secretary, Capital Administration and Development Division, Islamabad.
5. The Secretary, Climate Change Division, Islamabad.
6. The Secretary, Commerce Division, Islamabad.
7. The Secretary, Communications Division, Islamabad.
8. The Secretary, Defence Division, Rawalpindi.
9. The Secretary, Defence Production Division, Islamabad.
10. The Secretary, Economic Affairs Division, Islamabad.
11. The Secretary, Federal Education and Professional Training Division, Islamabad.
12. The Secretary, Establishment Division, Islamabad.
13. The Secretary, Finance Division, Islamabad.
14. The Secretary, Foreign Affairs Division, Islamabad.
15. The Secretary, Housing & Works Division, Islamabad.
16. The Secretary, Human Rights Division, Islamabad.
17. The Secretary, Industries & Production Division, Islamabad.
18. The Secretary, Information and Broadcasting Division, Islamabad.
19. The Secretary, Information Technology and Telecom Division, Islamabad.
20. The Secretary, Interior Division, Islamabad.
21. The Secretary, Inter Provincial Coordination Division, Islamabad.
22. The Secretary, Kashmir Affairs and Gilgit-Baltistan Division, Islamabad.
23. The Secretary, Law and Justice Division, Islamabad.
24. The Secretary, Maritime Affairs Division, Islamabad.
25. The Secretary, National Food Security & Research Division, Islamabad.
26. The Secretary, National Health Services, Regulations & Co-ordination Division, Islamabad.
27. The Secretary, Narcotics Control Division, Islamabad.
28. The Secretary, National History and Literary Heritage Division, Islamabad.
29. The Secretary, National Security Division, Islamabad.
30. The Secretary, Overseas Pakistanis and Human Resources Development Division, Islamabad.
31. The Secretary, Parliamentary Affairs Division, Islamabad.
32. The Secretary, Petroleum Division, Islamabad.
33. The Secretary, Planning Development and Reform Division, Islamabad.
34. The Secretary, Privatization Division/ Commission, Islamabad.
35. The Secretary, Postal Services Division, Islamabad.
36. The Secretary, Power Division, Islamabad.
37. The Secretary, Railways Division, Islamabad.
38. The Secretary, Religious Affairs and Inter-faith Harmony Division, Islamabad.
39. The Secretary, Revenue Division/ Chairman, Federal Board of Revenue, Islamabad.
40. The Secretary, Science & Technology Division, Islamabad.
41. The Secretary, States & Frontier Regions Division, Islamabad.
42. The Secretary, Statistics Division, Islamabad.
43. The Secretary, Textile Industry Division, Islamabad.
44. The Secretary, Water Resources Division, Islamabad.
45. The Secretary, Aviation Division, Islamabad.
46. Secretaries, Senate/ National Assembly Secretaries, Islamabad.

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GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No.6/4/96-R.3.

ISLAMABAD, the 16th May, 1997.

OFFICE MEMORANDUM

SUBJECT:- PROCEDURE REGARDING APPOINTMENTS IN AUTONOMOUS AND SEMI-AUTONOMOUS BODIES, UNDER THE FEDERAL GOVERNMENT OF PAKISTAN.

In supersession of the instructions issued vide Office Memorandum No.1/85/94-E.6, dated 12th September, 1994, the undersigned is directed to state that henceforth the cases of appointment to various posts in autonomous/semi-autonomous bodies shall be processed in accordance with the following guidelines:-

<u>Sl. Nos.</u>	<u>Nature of case</u>	<u>Selection procedure</u>	<u>Approving Authority.</u>
i.	Appointment as Chief Executive/Head of the Organization.	Selection Board headed by the Minister Incharge to consider and recommend from a panel of three names for each vacancy.	Prime Minister
ii.	Appointment of a Government Servant in Grade-20 or above in any autonomous body.	To be processed through the Establishment Division.	Prime Minister
iii(a)	Appointment to posts in Management Grades other than that of a Finance Member/Director and those covered by (i) & (ii) above.	Selection Board headed by the Secretary of the Ministry/Division concerned to consider and recommend from a panel of three names for each vacancy.	Prime Minister
iii(b)	Appointment to posts carrying a minimum pay of Rs.6810/- and above.	Selection Board headed by the Secretary of the Ministry/Division concerned to consider and recommend from a panel of three names for each vacancy.	Minister Incharge

Contd.....P.2/-

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|-----|---|---|-------------------------------------|
| iv. | Appointment of Heads of Subsidiary Companies not included in Management Grades. | Selection Board headed by Secretary of the Ministry/ Division concerned to consider and recommend from a panel of three names for each vacancy. | Minister Incharge |
| v. | Appointment to posts other than those mentioned above. | Through appropriate Selection Board set up in the Organization. | Head of the Organization concerned. |

2. This procedure shall be applicable, mutatis mutandis, for selections for these posts from open market.

3. The Constitution of Selection Boards for posts mentioned at Serial Numbers (i), (ii), (iii) and (iv) of Para 1 shall be subject to the approval of the Prime Minister through Establishment Division (unless already so approved). The Constitution of the Selection Board at Sl.No. (v) of Para 1 shall be approved by the Minister Incharge of the Ministry/ Division concerned.

4. In case where the services of any Government Servant are required for posting on deputation in any autonomous/semi-autonomous body, the administrative Ministry/Division concerned shall propose a panel of atleast three names through the Establishment Division in cases where the Prime Minister is the competent authority.

→ 5. Appointment to the post of Member (Finance), Director (Finance) or the Chief Finance Officer in any autonomous/semi-autonomous body irrespective of the designation, shall be made with the approval of the Prime Minister in case the post is in BS-20, equivalent or above. However, for these posts in BS-19/equivalent the Government's approval will be accorded by the Finance Secretary in consultation with the Establishment Secretary.

:- 3 -:

6. All Notifications for appointments approved by the Prime Minister shall be issued by the Establishment Division. Similarly, Establishment Division will also issue the notifications regarding posting of civil servants to posts in autonomous/semi-autonomous bodies. The terms and conditions of appointment of all such officers shall be determined by the Establishment Division in consultation with the Finance Division.
7. In cases where these instructions are in conflict with the provisions of the Laws governing any Corporation, the provision of the Law to the extent of conflict shall prevail.
8. Establishment Division's U.O.No.1/85/94-E.6, dated 5th May, 1996 regarding ban on promotion in the Corporations, is hereby cancelled.

Zarmast Khan Khattak
 (ZARMAST KHAN KHATTAK)
 DEPUTY SECRETARY TO THE
 GOVERNMENT OF PAKISTAN

All Secretaries/Additional Secretary Incharge
 of Ministries/Divisions, Islamabad/Rawalpindi.

Copy to all AS / J.S.s / D.S.s ^{of Estt. Div.} for information
 Copy also to S.O (E-6).

S.O (E-6)

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

(137)

No. 6/4/96-R-3.

Islamabad, the 10th April, 2002.

OFFICE MEMORANDUM

SUBJECT:- PROCEDURE REGARDING APPOINTMENTS IN AUTONOMOUS AND SEMI-AUTONOMOUS BODIES, UNDER THE FEDERAL GOVERNMENT.

✓ P.51
201
✓ P.49-51
102

The undersigned is directed to state that the instructions contained in para 6 of Establishment Division's O.M.No.6/4/96-R.3, dated 10th May, 1997 have been reviewed and it has been decided that the provisions of para 6 of the O.M. referred to above, may be replaced by the following:-

"6. All appointments approved by the President or the Chief Executive/Prime Minister shall be notified by the Establishment Division. Posting of Officers of BS-20 in autonomous and semi-autonomous bodies will also be notified by the Establishment Division. The terms and conditions of deputation to autonomous bodies shall be regulated by the prescribed standard terms and conditions of deputation. Any deviation from the standard terms and conditions of deputation shall require prior approval of Finance and Establishment Divisions".

2. The Ministries/Divisions are requested to bring the above instructions to the notice of Attached Departments, Subordinate Offices and Autonomous, Semi-Autonomous Bodies/Corporations etc. under their administrative control, for compliance thereof.

Amir-ul-Haq
(AMIR-UL-HAQ) 10/4/02
DEPUTY SECRETARY

Secretaries/Additional Secretaries
Incharge of Ministries/Divisions,
Islamabad/Rawalpindi

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2011

P. 303
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DISTRIBUTION LIST OF ESTABLISHMENT DIVISION
O.M. NO.6/4/96-R.3 dated 10th April, 2002

1. The Secretary Cabinet Division, Islamabad
2. The Secretary, Commerce Division, Islamabad
3. The Secretary, Communication Division, Islamabad.
4. The Secretary, Culture, Sports, Tourism and Youth Affairs and Minorities Affairs Division, Islamabad
5. The Secretary, Defence Division, Rawalpindi
6. The Secretary, Defence Production Division, Rawalpindi
7. The Secretary, Economic Affairs Division, Islamabad
8. The Secretary Education Division, Islamabad
9. The Secretary, Environment, Local Government and Rural Development Division Islamabad
10. The Secretary, Finance Division Islamabad
11. The Secretary, Food, Agriculture & Livestock, IBD
12. The Secretary, Foreign Affairs, Islamabad
13. The Secretary Health Division, Islamabad
14. The Secretary, Housing and Works Division, Islamabad
15. The Secretary, Industries and Production Division
16. The Secretary, Information Technology and Telecommunication Division, Islamabad
17. The Secretary, Information and Media Development Division Islamabad
18. The Secretary Interior Division, Islamabad
19. The Secretary Kashmir Affairs, Northern Area, S&FR Division, Islamabad
20. The Secretary, Labour, Manpower and Overseas Pakistanis Division, Islamabad
21. The Secretary, Law, Justice and Human Rights Division, Islamabad
22. The Secretary, Narcotics Control Division, Islamabad
23. The Secretary, Petroleum and Natural Resources Division, Islamabad
24. The Secretary, Planning and Development Division, IBD
25. The Secretary Population Welfare Division, Islamabad
26. The Secretary, Revenue Division, Islamabad
27. The Secretary Ministry of Railway, Islamabad
28. The Secretary, Religious Affairs, Zakar, Ushr Islamabad
29. The Secretary Scientific and Technological Research Division, Islamabad
30. The Secretary Statistics Division, Islamabad
31. The Secretary, Water and Power, Islamabad
32. The Secretary, Women Development, Social Welfare and Special Education Division, Islamabad

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
(ESTABLISHMENT DIVISION)

No.6/4/96-R.3

Islamabad the 26th May, 2000

OFFICE MEMORANDUM

SUBJECT: PROCEDURE REGARDING APPOINTMENTS IN AUTONOMOUS AND SEMI-AUTONOMOUS BODIES, UNDER THE FEDERAL GOVERNMENT OF PAKISTAN.

P.173-175
51
The undersigned is directed to refer to the Establishment Division Office Memorandum No.6/4/96-R.3 dated the 10th May, 1997 on the above subject and to state that the competent authority has been pleased to approve substitution of existing para 1(ii) and (iii-b) of the aforesaid O.M. by the following :-

<u>SL NO</u>	<u>NATURE OF CASE</u>	<u>SELECTION PROCEDURE</u>	<u>APPROVING AUTHORITY</u>
(ii) (a)	Posting of government servants of BS-21 and above	To be processed through the Establishment Division	Prime Minister/ Chief Executive
(b)	Posting of government servants of BS-20	-do-	Establishment Secretary
(c)	Posting of government servants of BS-17 to 19	To be processed in the Ministry/ Division concerned.	Secretary of concerned Ministry/Division
(d)	Posting of government servants in BS-16 and below.	To be processed by the Department concerned.	Heads of Departments

Contd....p2.

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iii(b) Appointments to posts carrying a minimum pay equal to the minimum of BPS-20 and above.

Selection Board headed by the Secretary of the Ministry/Division concerned to consider and recommend from a panel of three names for each vacancy.

Minister Incharge

2 All Ministries/Divisions are requested to ensure strict observance of the above decision in the Autonomous/Semi-Autonomous bodies under their administrative control.

Amir-ul-Haq
(AMIR- UL-HAQ) -
DEPUTY SECRETARY

Secretaries/Additional Secretaries Incharge of all Ministries/Divisions, Islamabad/Rawalpindi

*To all
Division
attached list.
llh
24/5/2000*

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DISTRIBUTION OF LIST OF ESTABLISHMENT
DIVISION'S O.M.NO.6/4196.-R.3 DATED 26-5-2000

- gm 27/5
- +1. ✓ The Secretary, Cabinet Division, Islamabad
 2. The Secretary, Commerce Division, Islamabad
 3. The Secretary, Communication Division, Islamabad
 4. The Secretary, Defence Division, Rawalpindi
 5. The Secretary, Defence Production Division, Rawalpindi
 6. The Secretary, Economic Affairs Division, Islamabad
 7. The Secretary, Education Division, Islamabad
 8. The Secretary, Environment, Local Government and Rural Development Division
 9. The Secretary, Finance Division, Islamabad
 10. The Secretary, Food, Agriculture and Livestock Division, Islamabad
 11. The Secretary, Foreign Affairs Division, Islamabad
 12. The Secretary, Health Division, Islamabad
 13. The Secretary, Housing and Works Division, Islamabad
 14. The Secretary, Industries and Production Division, Islamabad
 - + 15. The Secretary, Information and Media Development Division, Islamabad
 16. The Secretary, Information Technology and Telecommunication Division, Islamabad
 17. The Secretary, Interior Division, Islamabad
 18. The Secretary, Kashmir Affairs, Northern Areas, S&FR Division, Islamabad
 19. The Secretary, Labour, Manpower and Overseas Pakistanis Division, Islamabad
 20. The Secretary, Law, Justice and Human Rights Division, Islamabad
 21. The Secretary, Culture, Sports, Tourism and Youth Affairs Division, Islamabad
 22. The Secretary, Narcotics Control Division, Islamabad
 23. The Secretary, Parliamentary Affairs Division, Islamabad
 24. The Secretary, Petroleum and Natural Resources, Islamabad
 25. The Secretary, Population Welfare Division, Islamabad
 26. The Secretary, Planning and Development Division, Islamabad
 27. The Secretary Revenue Division, Islamabad
 28. The Secretary, Scientific and Technological Research Division, Islamabad
 29. The Secretary, Statistics Division, Islamabad
 30. The Secretary Ministry of Railway, Islamabad
 31. The Secretary, Religious Affairs and Zakat & Ushr Division, Islamabad
 32. The Secretary, Water and Power Division, Islamabad
 33. The Secretary, Women Development, Social Welfare and Special Education Division, Islamabad
 34. The Secretary Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad
- 27/5
- 35

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- 35. The Auditor General of Pakistan, Islamabad
 - 36. The Secretary, National Reconstruction Bureau, Islamabad
 - 37. The Chairman, National Accountability Bureau, Islamabad
 - + 38. The Chief Executive Secretariat (Mr. Bashir Ahmed Chouhan, Deputy Secretary) Islamabad
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2

No.6/4/96-R.3

Islamabad the 6th June, 2002

OFFICE MEMORANDUM

SUBJECT: PROCEDURE REGARDING APPOINTMENTS IN AUTONOMOUS AND SEMI-AUTONOMOUS BODIES, UNDER THE FEDERAL GOVERNMENT.

P-207-209/c

The undersigned is directed to state that, according to the instructions contained in Establishment Division's O.M. No.6/4/96-R.3 dated the 10th May, 1997 Selection Board for posts of the Chief Executive/Head of the Organizations are required to be headed by the Minister Incharge. There are, however, certain Ministries/Divisions which are under the charge of the Chief Executive of Pakistan and, being an extremely busy person, he can hardly spare time for such meetings of Selection Boards. As such, it has been decided with the approval of the Chief Executive that the following proviso may be added to the said instructions:-

"Provided that, where the charge of a Ministry/Division is held by the Chief Executive, the Selection Board shall be headed by the Secretary of the respective Ministry/Division.

P-207-209/c

2. It may also be indicated here that the powers of making appointment to residual posts - specified against serial No. v of para 1 of the said O.M.- have been given to the Head of the Organization. However, since the Heads of the Organizations cannot personally make all appointments, therefore, the Heads of the Organizations have been authorised by the Chief Executive to delegate powers to officers subordinate to them to make appointments to such posts other than the posts mentioned against serial No. i to iv of the table below para 1 of the aforesaid O.M. Therefore, the existing provision against Sr.No.v may be substituted by the following :-

"v. An Officer authorized by the Head of the Organization concerned"

3. The Ministries/Divisions are requested to please note the above instructions and also to bring these instructions to the notice of Autonomous/Semi-Autonomous Bodies/Corporations etc., under their administrative control, for compliance thereof.

Secretaries/Additional Secretaries Incharge of all Ministries/Divisions, Islamabad/Rawalpindi.

(As per list attached)

Amir-ul-Haq
(Amir-ul-Haq)

o/ Deputy Secretary 6/6/02

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DISTRIBUTION LIST OF ESTABLISHMENT DIVISION
O.M. NO.6/4/96-R.3 dated the 06th June, 2002

(140) 211

1. The Secretary Cabinet Division, Islamabad
2. The Secretary, Commerce Division, Islamabad
3. The Secretary, Communication Division, Islamabad.
4. The Secretary, Culture, Sports, Tourism and Youth Affairs and Minorities Affairs Division, Islamabad
5. The Secretary, Defence Division, Rawalpindi
6. The Secretary, Defence Production Division, Rawalpindi
7. The Secretary, Economic Affairs Division, Islamabad
8. The Secretary Education Division, Islamabad
9. The Secretary, Environment, Local Government and Rural Development Division Islamabad
10. The Secretary, Finance Division Islamabad
11. The Secretary, Food, Agriculture & Livestock, Islamabad
12. The Secretary, Foreign Affairs, Islamabad
13. The Secretary Health Division, Islamabad
14. The Secretary, Housing and Works Division, Islamabad
15. The Secretary, Industries and Production Division
16. The Secretary, Information Technology and Telecommunication Division, Islamabad
17. The Secretary, Information and Media Development Division Islamabad
18. The Secretary Interior Division, Islamabad
19. The Secretary Kashmir Affairs, Northern Area, S&FR Division, Islamabad
20. The Secretary, Labour, Manpower and Overseas Pakistanis Division, Islamabad
21. The Secretary, Law, Justice and Human Rights Division, Islamabad
22. The Secretary, Narcotics Control Division, Islamabad
23. The Secretary, Petroleum and Natural Resources Division, Islamabad
24. The Secretary, Planning and Development Division, Islamabad
25. The Secretary Population Welfare Division, Islamabad
26. The Secretary, Revenue Division, Islamabad
27. The Secretary Ministry of Railway, Islamabad
28. The Secretary, Religious Affairs, Zakar, Ushr Islamabad
29. The Secretary Scientific and Technological Research Division, Islamabad
30. The Secretary Statistics Division, Islamabad
31. The Secretary, Water and Power, Islamabad
32. The Secretary, Women Development, Social Welfare and Special Education Division, Islamabad
33. P.S. to the Chairman, NAB., C.E.Sectt.No.2, Islamabad
34. The Secretary, NRB, C.E.Sectt.No.2, Islamabad
35. OSD (Admn), Chief Executive office, Islamabad
36. The Secretary, Wafaqi Mohtasib (Ombudsman) Sectt. Islamabad.

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GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No.6/4/96-R-3

Islamabad, the 14th September, 2018

OFFICE MEMORANDUM

Subject: PROCEDURE REGARDING APPOINTMENTS IN AUTONOMOUS, SEMI AUTONOMOUS BODIES, UNDER THE FEDERAL GOVERNMENT OF PAKISTAN.

The undersigned is directed to refer to this Division's OM No. 6/4/96-R-3, dated 10-05-1997 as amended from time to time on the subject noted above and to state that S.No. 1 of para 1 of the above referred OM reads as under:-

S.No	Nature of Case	Selection Procedure	Approving/ Authority
1	Appointment of Chief Executive/ Head of the Organization	Selection Board headed by the Minister Incharge to consider and recommend from a panel of three names for each vacancy: Provided that, where the charge of a Ministry /Division is held by the Chief Executive, the Selection Board shall be headed by the Secretary of the respective Ministry/Division.	Prime Minister/ Chief Executive

2. It has been decided with the approval of Prime Minister that the proviso appearing in column 3 against Sl. No. 1 may be substituted as under: -

Provided that, where the charge of a Ministry/Division is headed by the Prime Minister, the Selection Board shall be headed by a Minister/Minister of State /Advisor to the Prime Minister/ SAPM to Prime Minister nominated by the Prime Minister.

3. It has also been decided that the phrase "Chief Executive" wherever occurring in the above referred O.M. may also be omitted.

Habib Anwar
(Habib Anwar)
Section Officer

All Secretaries/Additional Secretary Incharge of Ministries/Divisions
Islamabad/Rawalpindi

MAA

Distribution List of Establishment Division O.M.No.6/4/96-R-3,
dated 14th September, 2018

1. The Secretary to the President.
2. The Secretary to the Prime Minister.
3. The Secretary, Cabinet Division, Islamabad.
4. The Secretary, Capital Administration and Development Division, Islamabad.
5. The Secretary, Climate Change Division, Islamabad.
6. The Secretary, Commerce Division, Islamabad.
7. The Secretary, Communications Division, Islamabad.
8. The Secretary, Defence Division, Rawalpindi.
9. The Secretary, Defence Production Division, Islamabad.
10. The Secretary, Economic Affairs Division, Islamabad.
11. The Secretary, Federal Education and Professional Training Division, Islamabad.
12. The Secretary, Establishment Division, Islamabad.
13. The Secretary, Finance Division, Islamabad.
14. The Secretary, Foreign Affairs Division, Islamabad.
15. The Secretary, Housing & Works Division, Islamabad.
16. The Secretary, Human Rights Division, Islamabad.
17. The Secretary, Industries & Production Division, Islamabad.
18. The Secretary, Information and Broadcasting Division, Islamabad.
19. The Secretary, Information Technology and Telecom Division, Islamabad.
20. The Secretary, Interior Division, Islamabad.
21. The Secretary, Inter Provincial Coordination Division, Islamabad.
22. The Secretary, Kashmir Affairs and Gilgit-Baltistan Division, Islamabad.
23. The Secretary, Law and Justice Division, Islamabad.
24. The Secretary, Maritime Affairs Division, Islamabad.
25. The Secretary, National Food Security & Research Division, Islamabad.
26. The Secretary, National Health Services, Regulations & Co-ordination Division, Islamabad.
27. The Secretary, Narcotics Control Division, Islamabad.
28. The Secretary, National History and Literary Heritage Division, Islamabad.
29. The Secretary, National Security Division, Islamabad.
30. The Secretary, Overseas Pakistanis and Human Resources Development Division, Islamabad.
31. The Secretary, Parliamentary Affairs Division, Islamabad.
32. The Secretary, Petroleum Division, Islamabad.
33. The Secretary, Planning Development and Reform Division, Islamabad.
34. The Secretary, Privatization Division/ Commission, Islamabad.
35. The Secretary, Postal Services Division, Islamabad.
36. The Secretary, Power Division, Islamabad.
37. The Secretary, Railways Division, Islamabad.
38. The Secretary, Religious Affairs and Inter-faith Harmony Division, Islamabad.
39. The Secretary, Revenue Division/ Chairman, Federal Board of Revenue, Islamabad.
40. The Secretary, Science & Technology Division, Islamabad.
41. The Secretary, States & Frontier Regions Division, Islamabad.
42. The Secretary, Statistics Division, Islamabad.
43. The Secretary, Textile Industry Division, Islamabad.
44. The Secretary, Water Resources Division, Islamabad.
45. The Secretary, Aviation Division, Islamabad.
46. Secretaries, Senate/ National Assembly Secretaries, Islamabad.