

# The Sind Government Gazette

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Separate paging is given to this Part in order that it may be filed as a separate compilation

#### PART I-A

Notification by Local Government of Sind under the Sind Local Board, Municipal, Union Council, Primary Education and Local Fund Acts.

# SIND EMPLOYEES SOCIAL SECURITY INSTITUTION (HEAD OFFICE)

Karachi, the 17th December, 1976

No. SS-Admn-37/56/73-3817.—The following draft of the amendment which the Governing Body of the Sind Employees' Social Security Institution, Karachi propose to make in Regulation 7 of the West Pakistan Employees' Social Security (Procurement of Supplies and Property Regulations) 1967, in exercise of the powers conferred by section 80 (1) of the West Pakistan Employees' Social Security Ordinance 1965 (West Pakistan ordinance X of 1965) is hereby published as required by the said section for the information of all persons likely to be affected thereby and notice is hereby given that the said draft together with any objections and suggestions with respect thereto which may be received by the Commissioner Sind Employees'. Social Security Institution, Karachi within 30 days of the publication of this notification in the official Gazette, shall be taken into consideration after the expiry of the said period:

For the existing Regulation 7, the following shall be substituted.

"Purchase below Rs. 2000/- where, in the opinion of the Chairman of the Purchasing Committee the cost of supplies to be purchased is likely to be less than rupees two thousand or where irrespective of the cost there are likely to be few suppliers because the supplies are sold under a brand name or trade mark, the Purchasing Committee may restrict invitations to tender not fewer than three suppliers to be selected by them; the procedure laid down in regulations 5 & 6 above shall be followed in all other respects: "Provided that purchases costing not more than rupees fifty may be made, without reference to the purchasing committee, out of petty cash".

By order of the Governing Body.
KHAIR MOHAMMAD KAZI
Commissioner & member of
Governing Body of SESSI.

Karachi, the 24th December, 1976

No. SS-Admn-20/1/71-74-Part-III-4058.—In exercise of the powers conferred on it under section 80(1) of the West Pakistan Employees' Social Security Ordinance 1965 (now applicable to the Province of Sind), the Governing Body of the

Sind Employees' Social Security Institution is pleased to make the following amendment in the West Pakistan Employees' Social Security (procurement of supplies and property Regulation) 1967.

1. For the existing Regulation 5 (iii), the following shall be substituted:—

"Fix the date by which tenders must be submitted, which shall not be less than 7 days (where the amount involved in purchases is up to Rs. 25,000/-) and not less than 21 days (where the amount involved in purchases exceeds Rs. 25,000/-) from the date of announcement referred to at (i) 'a' above'.

By order of the Governing Body,

ABDUS SALEEM KHAN,

Commissioner and Member, Governing Body,
Sind Employees' Social Security Institution,

Karachi.

In exercise of the powers conferred on it under section 80(1) of the West Pakistan Employees' Social Security Ordinance, 1965 (now applicable to the Province of Sind, the Governing Body of the Sind Employees' Social Security Institution is pleased to make the following Regulations.

# SIND EMPLOYEES' SOCIAL SECURITY INSTITUTION SERVICE REGULATIONS, 1976.

#### PARTI GENERAL

#### 1. SHORT TITLE COMMENGEMENT AND APPLICATION:

- (i) These regulations may be called the Sind Employees' Social Security Institution Service Regulations, 1976.
- (ii) They shall come into force at once.
- (iii) They shall apply to all persons holding posts in the service except deputationists.

#### 2. DEFINITIONS:

In these regulations, unless the context otherwise requires, the following expressions shall have the meanings, hereby respectively assigned to them, that is to say:—

(i) "Appendix" means an appendix to these regulations;

- (ii) "Roard" means a board of secondary education established by law in Pakistan or any other educational authority or institution declared by the Institution to be a board for the purposes of these regulations;
- (iii) "Chairman" means the Chairman of the Governing Body;
- (iv) "Deputationist" means a Government servant or an employee of a statutory body appointed on deputation to the Service;
- (v) "Government Servant" means a government servant of the Federal or Provincial government;
  - (vi) "Governing Body" means the Governing Body of the Institution;
- (vii) "Head Office" means the Head Office of the Institution;
- (viii) "Institution" means the Sind Employees' Social Security Institution restablished under sub-section (1) of Section 3 of the Ordinance;
- '(ix) "Initial Recruitment" means appointment made otherwise than by promotion or transfer from another post in the Service or by deputation of a government servant or any employee of another statutory body:
  - (x) "Local Office" means an office of the Institution, other than the head office, under the charge of a Director and where there is no Director, under the charge of any other officer so authorised;
- (xi) "Region" means a region in relation to a local office as indicated in Appendix B;
- (xii) "Member" means a person holding a post in the Service;

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- (xiii) "Ordinance" means the Provincial Social Security Ordinance, (West Pakistan Ordinance X of 1965.); 1965
- (xiv) "Post" means any post included in Appendix 'A
- (xv) "Province" means the province of Sind;
- (xvi) "Recognised University" means any university incorporated by law in Pakistan or any other university declared by the Institution to be a recognised university for the purpose of these regulations;
- (xvii) "Service" means the Sind Employees' Social Security Institution Service excluding employment on deputation;
- (xviii) "Selection Board" means a selection board constituted by the appointing authority for the selection of persons for appointment to any post or class or classes of posts in the Service.

### PART II RECRUITMENT

# 3. CONSTITUTION AND COMPOSITION OF SERVICE:

- (1) The Service shall comprise of the posts specified in column 2 of Appendix 'A' and such other posts as may be determined by the Governing Body from time to time.
- (2) Post specified in Group T & H in Appendix A' shall be maintained on a provincial cadre basis while the posts specified in Group III shall be maintained on a regional cadre basis.
- (3) Members of one cadre shall not be eligible, save as provided in Regulation 10 or on promotion as provided in Regulation 5, for appointment to a post borne on any other cadre of the Service.
- (4) The posts in the Service shall be classified as indicated in Appendix 'A'.

### APPOINTING AUTHORITY

Appointments to the Service shall be made by the authority mentioned in column 6 of Appendix 'A' in respect of each post. In case such authority is the Governing Body, it may delegate power to the Commissioner and in case such authority is the Commissioner, he may delegate this power to an officer not below

### METHOD OF RECRUITMENT:

- (1) Recruitment to the service shall be made by the method specified in column 4 of Appendix 'A' in respect of each post.
- (2) Appointment by initial recruitment to the posts in the service carrying initial salary of Rs. 175/, per mensum and above and appoint-ments by promotion to posts-carrying an initial salary of Rs. 325/-per mensum and above, except the posts of superintendent, shall be made on recommendation of a selection board.
- (3) Vacancies of posts specified in Group I & II in Appendix A' to be filled by initial recruitment shall be filled on merit.
- (4) Vacancies of posts specified in Group III in Appendix 'A' and to be filled by initial recruitments shall be reserved for bonafide residents of the Region of the Local Office where the vacancies occur.
- (5) Subject to the provisions of clauses (3) & (4), and upto the age of 35 years, any member of the service, regardless of his rank, shall be eligible for appointment by initial recruitment to any vicancy in service. Provided he possesses the qualifications prescribed for such post in column 3 of Appendix 'A'.
- (6) Any member of the service may be required by the appointing authority to appear in a test as and when it may so require to prove his competence in respect of the post which he may be holding.
- (7) (a) Vacancies in the posts of Assistants in the service to be filled by promotion, shall be filled by selection, based on the factors specified below in the order of merit.

dence prescribed in Appendix 'C'.

(i) Qualifications: Merit being determined in the order of prece-

PART I-A

- (ii) Seniority cum efficiency.
- (iii) Fitness.

All subsequent appointments by promotion to higher posts of persons promoted as Assistants in the manner prescribed above shall be made by selection, based, on the factors specified below in the order of merit:-

- (i) Seniority cum efficiency.
- (ii) Fitness.

In cases of selection based on seniority cum efficiency, the senior official shall be promoted, unless his service records are not satisfactory or unless he is infirm of mind or body or is subject to a departmental inquiry on a charge of misconduct or for persistent reputation of being corrupt, or unless any criminal proceedings are pending against him.

- (b) Vacancies in the posts of Deputy Directors and above in the service to be filled by promotion shall be filled by selection based only on seniority sum efficiency.
- (c) Vacancies in the posts of Accounts Officers or Audit Officers and above in Group I in Appendix 'A' to be filled by promotion shall be filled by selection based only on seniority cum efficiency.
- (d) No person shall promoted unless there is a substantive vacancy in the higher post and the person being promoted has been confirmed in his existing post.

  (e) In no circumstances shall a person be promoted beyond an immediately higher post

  - (f) A list of all categories of officers and officials shall be maintained and published each year by the Institution for purposes of consideration during promotions and general information.

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#### 6. AGE:

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No person shall be appointed to a post in the service by initial recruitment who is less than the minimum age or more than the maximum age specified in respect of the post in column 5 of Appendix 'A':—

- (a) Where recruitment is to be made on the basis of a written examination, on the 1st of January of the year in which the examination is held;
- (b) in other cases, on the last date fixed for submission of applications for appointment; provided that in the case of a person whose services under the Institution have been terminated for want of a vacancy, the period of service already rendered by him, shall for the purpose of maximum age limit under this regulation be excluded from his age.

#### QUALIFICATIONS:

No person shall be appointed to a post in the service by initial recruitment unless he:-

> (a) Possesses the qualifications prescribed for the post in column 3 of Appendix 'A' provided that out of the candidates so qualified, other things being equal, only the most highly qualified person as per order of precedence prescribed in Appendix 'C' shall be selected or appointed;

- (b) produces certificates of character from two persons, not being his relatives, who are well acquainted with his character
- (c) produces a certificate of physical fitness from the medical officer authorised in this behalf by the Institution.

## PART III CONDITIONS OF SERVICE

#### PROBATION:

(1) A person appointed to the service against a substantive vacancy shall remain on probation for a period of 2 years, if appointed by initial recruitment, and for a period of one year, if appointed by promotion.

#### Explanation.—

- (1) Officiating service and service spent on deputation to a corresponding or a higher post may be allowed to count towards the period of probation.
- (2) If the work or conduct of a member of the service during the period of probation has been unsatisfactory, the appointing authority may not-withstanding that the period of probation has not expired dispense with his service, if he has been appointed by initial recruitment, and if he has been appointed otherwise, revert him to his former post.
- (3) On completion of the period of probation of a member of the service, the appointing authority may, subject to the provisions of clause (4), confirm him in his appointment, or if his work or conduct has, in the opinion of such authority not been satisfactory:-
  - (a) in case he has been appointed by initial recruitment, dispense with
  - (b) in case he has been appointed otherwise, revert him to his former
  - (c) extend the period of probation by a period not exceeding one year, and during or on the expiry of such period, pass such orders as it could have passed during or on the expiry of the initial probationary period; provided that where the appointing authority is the Governing Body or the Commissioner, the period of probation may be extended by one year without assigning any reason.
- Explanation I.—If no orders have been passed by the day following the completion of the initial probationary period the period of probation shall be deemed to have been extended, and
  - II.—If no orders have been passed by the day on which the maximum period of probation expires, the probationer shall be deemed to have been confirmed in his appointment from the date on which the period of probation was last extended or may be deemed to have been so extended.

#### SENIORITY:

- (1) The seniority interse of the members of the service in any grade thereof, shall be determined:
  - (a) in the case of members appointed by initial recruitment, in accordance with the order of merit assigned by the selection board if the appointment is made on the recommendations of the selection board and in other cases, in accordance with the order of merit

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assigned by the appointing authority provided that persons selected for the service in an earlier selection shall rank senior to the persons selected in a later selection; and

(b) in the case of members appointed otherwise, with reference to the dates of their continuous appointment therein; provided that if the date of continuous appointment in respect of two or more officers is the same, the older officer, if not junior to the younger officer or officers in the next below grade, shall rank senior to the younger officer or officers:

Provided that if a junior officer in a lower grade is promoted to the higher grade temporarily in the public increst even though continuing later permanently in the higher grade it would not adversely affect the interest of his seniors in the fixation of his seniority in that grade:

Provided further that if a junior officer in a lower grade is promoted to a higher grade by superceding a senior officer and subsequently that officer is also promoted the officer promoted first shall rank senior to the officer promoted subsequently.

- (2) Seniority in the various grades of the service of members appointed by initial recruitment vis-a-vis those appointed otherwise, shall be determined:—
  - (a) in case both the official appointed by initial recruitment and the official appointed otherwise have been appointed against temporary vacancies, with reference to the date of appointment to such vacancy in the case of the official appointed by initial recruitment and the date of continuous appointment against such vacancy in the case of the official appointed otherwise; provided that if the two dates are the same, the official appointed otherwise shall rank senior to the official appointed by initial recruitment.
  - (b) In case the official appointed by initial recruitment has been appointed against a substantive vacancy and the official appointed otherwise has been appointed against a temporary vacancy, the official appointed by initial recruitment shall rank senior to the official appointed otherwise; and
    - (c) In case the official appointed otherwise is appointed against a substantive vacancy and the official appointed by initial recruitment against a temporary vacancy, the official appointed otherwise shall rank senior to the official appointed by initial recruitment.

#### 10. LIABILITY TO TRANSFER AND SERVE:

Members of the Service shall be liable to transfer and to serve in any other equivalent post in the same or any other cadre in the service.

#### II. TERMINATION OF SERVICES AFTER CONFIRMATION:

The Institution shall have its own efficiency and conduct Rules for regulating the service of its employees.

#### 12. SELECTION BOARD:

- (a) In case of posts in grades 17 and 18 the Selection Board will be as decided by the Governing Body.
- (b) In case of all other posts, the Commissioner may constitute selection boards of not less than 3 members as and when required.

#### 13. GROUP INSURANCE COVER:

The employees of the Institution shall be entitled to group insurance cover according to the following formula, subject to Government rules:—

Cadre Group	Sum Assured
1) Employees in Grade 17 and above.	Rs. 20,000/-
2) Employees in Grade 16.	Rs. 15,000/-
B) Employees in Grades 5 to 15.	Rs. 5,000/-
Employees in Grades 1 to 4.	Rs. 3,000/-

#### 14. GENERAL RULES:

In all matters not expressly provided in these Regulations, members of the service shall be governed by such other Regulations as have been or may hereafter be prescribed by the Governing Body and made applicable to them.

#### 15. DELEGATION:

The Governing Body may delegate its powers under these Regulations to the Commissioner of the Institution.

# 16. POWERS TO SAFEGUARD RIGHTS OF THE MEMBERS OF THE SERVICE.

Whenever in the application of these Regulations the terms and conditions of service of any member of the service as guaranteed by any law, rule or regulation for the time being in force are likely to be adversely affected, the Governing Body shall cause appropriate orders to be made to safeguard the constitutional and legal rights of such members.

#### 17. EXEMPTION:

The Governing Body may exempt the enforcement of any or all of the Regulations in the interests of the Institution.

# 18. APPLICABILITY OF THE REGULATIONS TO EMPLOYEES OF TAKEN OVER HOSPITALS, DISPENSARIES ETC.

These Regulations as well as other Service Regulations of the Institution shall also apply to the employees of hospitals, dispensaries and other facilities acquired by the Institution. If the service regulations of the Institution are not acceptable, such employees shall have right to quit service on one month's notice or surrender of one month's pay in lieu thereof.

Provise added by notification Ne.SS-6-1-80/Regs dt.31-7-1980.

By ORDER of the Governing Body,

### ABDUS SALEEM KHAN.

For the existing Regulation 19, the Command Member, Governing Body, following shall be addeds- Social Institution, Karachi.

"Provided that an employee of the Institution shall retire on such date after he has completed 25 years of service as the Institution may, in the public

#### APPENDIX "A"

(See Regulations 3, 4, 5, 6 and 7)

#### GROUP I OFFICERS POSTS IN THE INSTITUTION

Scrial Nor No.	. Minimum qualifications pres- cribed for appointment by initial recruitment.	Method of recruitment.	Minimum and Maximum age prescribed for ap- pointment by ini- tial recruitment.	Appointing Authority.
1	3 .	4	5	6
1. POSTS IN GRADF—18 Director (Contribution) GRADE—18	M.B.A. or M.A. Sociology 2nd Class for direct recruit- ments and graduate 2nd Class in all cases of promotion.	By promotion from amongst the members of Service holding posts of Deputy Directors and having a least three years experience as Deputy Director. If no suitable candidate is available within the Service them be direct recruitment.	e- t- e- o	Governing Body
2. Director (Benefit) GRADL—18.	De.	Do.	Nil.	Governing Body.
3. Director (Local Offices) GRADE—18	∯ De.	Do.	Nil.	Governing Body.
4. Director (Finance) GRADE—18.	M.B.A. or M. Com. 2nd Class in case of direct recruit- ments B. Com. 2nd Class in cases of promotion.	By promotion fro amongst the members of Service holding posts of Diputy Directors (Account and (Audit) and having a least three year's experient as Deputy Director. If resultable candidate is available within the Service then be direct recruitment.	e- s) ce io	Governing Body,
5. Director (Audit) GRADE—18. ;   4	Do.	Do.	Do	
6. Senior Medical Officer GRADE_18. J 13	M.B.B.S., with a minimum experience of 10 years.	By promotion fro amongst the members of the service holding posts of members of the service holding posts of members and having a medical officers and having equivalent post (relaxable special cases). If no suitable candidate is available with the service then by direct recruitment.	m Nil.	Do. Governing Body.
POSTS IN GRADE—17.  7. Deputy Director (Admn.) GRADE—17.  8. Deputy Director (Local Off GRADE—17.	Graduate, 2nd class in case of promotion and M.A. (Sociology) 2nd class in case of direct recruitment.	By promotion on the ba of a combined seniority of the Statistical Officers, Scial Security Officers, Awaing Officers, Registrati Officers, and P. S. Commissioner have at Jeast, 5 years experier as such and from amon Superintendents having minum service of 7 years such. If no suitable can date is available within service then by direct reruitment.	ist So- td- td- to  ig soc gst ni- as di- the	Commissioner
9. Deputy Director (Accounts GRADE—17.  10. Deputy Director (Audit) GRADE—17.	B. Com., 2nd division with 5 years experience of Accounts or Audit work.	By promotion fr amongst Accounts/Au Officers, having 3 years m mum service as such. If suitable candidate is availa within the service then direct recruitment.	dit ini- no ible by	Commissioner.
11. Medical Officers	M.B.B.S. preferably with		22-30 years	Commissioner.
GRADE—17.  12. Lady Medical Officer	at least 3 years experience.	By initial recruitment	Do,	Commissioner.
GRADE—17.		The second second		

	2	3	4	5	6-
		GROUP II SUBORDINATE	POSTS (HEAD OFFICE)		
	POSTS IN II GRADE—16				
	Private Secretary to the Comissioner. GRADE 16,	ist class graduate knowing shorthand at a speed of 120 w.p.m. and transcription at a speed of 40 w.p.m., preferably with 5 years experience as a stenographer.	By promiting from amongst members of the service holding posts of stenographers in this group subject to passing a test in shorthand at a speed of 120 w.p.m. and transcription at a speed of 40 w.p.m. or by direct recruitment according to the choice of the Commissioner.	20-30 yoars	Commissioner
2.	Statistical Officer GRADE_16.	M.A. in Statistics	By initial recruitment	20/25 years	Commissioner.
	Accounts Officers GRADE_16. Audit Officers GRADE_16.	B. Com., 2nd division preferably with 5 years experience of accounts and audit work.	By promotion from among members of the service holding posts of Cashiers /Accounts and Audit Assistants in this group with 5 years experience as such. If no suitable candidate is available within the service then by direct recruitment.	20/35 ye us.	Commissioner.
	POSTS IN GRADES 1 to 15.		and by uncert restill mode.		
	Superintendents GRADE 11	Graduate 2nd division pre- ferably with 3 years ministe- rial experience as Superinten- dent or 7 years experience as Assistant or Stenographer.	By promotion from among members of the service holding posts of Asstts, or stenographers having years service in this group. If no suitable candidate is available within the service then by direct recontiment.	25/35 years	Commissioner,
2.	Stenographer GRADE 11. 7 5	Matriculate knowing short- hand at a speed of 100 w.p.m. and transcription at a speed of 30 w.p.m. preferably with two years experience as Steno- grapher.	By promotion from among members of service holding posts of stenotypist in this group subject to Passing a test in shorthand at a speed of 100 w.p.m. and transcription at 30 w.p.m. If no suitable candidate is available within the service then by direct recruitment.	18/25 years	Commissioner.
3.	Cashier GRADE_11	В. Сот.,	50% by promotion from amongst the members of the service holding post of Accounts/Audit Assistants and 50% through initial recruitment.	18/25 years	Commissio <b>ner.</b>
4.	Assistants GRADE—8. //	Graduate, knowing typing at a speed of 30 w.p.m. preferably with 5 years ministerial experience as senior clerk or in an equivalent post.	At least 50% by promotion from among members of the service holding posts of copy typists in this group and 50% by initial recruitment.	20/30 years	Commssioner.
	Stenotypist GRADE	Matriculate, knowing shor- hand at a speed of 80 w.p.m. transcription at a speed of 30 w.p.m. preferably with two years experience as steno- typist.	By initial recruitment	18/25 years	Commissio <b>ner</b>
6.	Copy typist GRADE_7	Intermediate 2nd division knowing typing at a speed of 30 w. P.m. preferably with 3 years experience as Junior Clerk.	By promotion from among the members of the service holding posts of Junior Clerks in this group subject to passing a test in type at a speed of 40 w.p.m. If no suitable candidate is available within the service then by direct recruitment.	Do	Commissioner.
7.	Junior Clerk GRADE_5	Intermediate knowing typing at a speed of 30 w.p.m. preferably with 2 years experience as Junior Clerk.	By initial recruitment and also from amongst matricu- late sub-ordinate staff of the Institution.	Do.	Commissioner.
8.	Driver GRADE_5	Possession of a driving Licence and special Certificate of physical fitness.	By initial recr <sub>uitm</sub> ent	Do.	Commissioner.
9.	Dafiri GRADE_4	Middle with practical knowledge or operating a duplicating machine.	By initial recruitment	18/25 years	Commi ssioner.
0.	Peons GRADE—I	Literate, should be able to ride a bicycle.	By initial recruitment.	Do.	Commissioner.
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Director, Local Offices.

### GROUP IN SUB-ORDINATE POSTS (LOCAL OFFICE)

#### POSTS IN GRADEL 16

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	POSTS IN GRADE_16				
N.	Social Security Officers, Awarding Officers	M.A. preferably with 3 years experience.	(f) By promotion in 50% of vacancies from among the members of the service holding posts of the Superintendents in the Institution.	20/30 <del>se</del> are	Commissioner.
9			(18) By initial recruitment in the rest of the cases and where no suitable candidate is available as specified in (1) above.		
2,	Accounts Officers GRADE_16 Audit Officers GRADE_16	B. Com., 2nd division pre- ferably with 5 years expe- rience of accounts and audit work	By promotion from among the members of the service holding posts of Cashiers, Accounts and Audit Assistants in this group with 5 years experience as such. If no suitable candidate is available within the service then by direct recruitment.	20/35 years	Commissioner.
	POSTS IN GRADE 1 to 15				
1.	Superintendent GRADE—11	Graduate, 2nd division preferably with 3 years ministerial experience as Superintendent or 7 years experience as Assistant or Stenographer.	By promotion from among members of the service holding posts of Assistants or Stenographers having 7 years service in this group. If no suitable candidate is available within the service then by direct recruitment.	25/35 years	Commissioner.
2.,	Stenographer GRADE_11	Matriculate, knowing short- hand at a speed of 100 w.p.m. and transcription at a speed of 30 w.p.m. with a minimum 2 years experience as Steno- grapher.	By promotion in 50% of the cases from among members of the service holding posts of Stenotypist in this group subject to passing a test in shorthand at a speed of 100 w.p.m. and transcription at 30 w.p.m. The rest by direct recruitment.	18/25 years	Director, (Local Officers,
3.	Assistants GRADE—8	Graduate, knowing typing at a speed of 30 wp mwith 3 years ministerial experience as Senior Clerk or in an equivalent post.	At least 50% by promotion from among members of the service holding posts of Copy typist in the local office where the vacancy occurs, and 50% by direct recruitment.	30/20 years	Director, Local Offices
4.	Stenotypist GRADE_7	Matriculate, knowing short- hand at a speed of 80 w.p.m. with transcription at a speed of 30 w.p.m. with a minimum 2 years, experience as Steno- typist.	By initial recruitment,	18/30 years	Director, Local Offices
	Copy typists  GRADE_7	Matriculate, 2nd division knowing typing at a speed 30 w.p.m. preferably with 3 years experience as copy typists.	By promotion from among members of the service holding posts of Junior Clerks subject to passing a test in typing at a speed 30 w.p.m. or, by direct recruitment.	18/30 years	Director, Local Offices.
6.	Unior Clerks GRADE_5	Matriculate, knowing typing at a speed of 30 w.p.m. preferably with 2 years experience as Junior Clerk.	By initial recruitment and also from amongst Matriculate sub-ordinate staff of the Institution.	Do.	Do.
7.	Driver GRADE5	Literate, possessing driving licence.	By initial recruitment	Do.	Do.
<b>5</b> .	Dispenser GRADE_6	Certificate from State Medical Faculty or its equivalent.	By initial recruitment	18/30 years	Medical Adviser.
9.	Midwife GRADE_5	Certificate from Nursing Council Lahore, or its equi- valent.	By initial recruitment	Do.	Dò. ""
0.	Dresser GRADE_5.	Certificate from State Me- dical Faculty or its equivalent.	By initial rectuitment	Do.	Do.
1.	Daftri GRADE_I	Middle, with practical knowledge of operating a duplicating machine.	By initial recruitment,	Do.	Director, Local Offices.
12	Peon	The state of the s	A Committee of the Comm		4. 16.16 Table 1

Explanation:— The qualifications mentioned in column 3 of this Appendix have reference to qualifications attained from a recognised university or a board as the case may be.

By initial recruitment

Literate, should be able to ride a bicycle.

GRADE-I

#### APPENDIX "C"

[See Regulation 5(7) (a)].

ORDER OF PRECEDENCE OF ACADEMIC QUALIFICATIONS FOR NON-TECHNICAL POSTS.

#### SPECIAL DEGREES;

- (1) D.Sc; LL.D; D.Litt.
- (2) Ph.D; D.Phil.
- (3) M.A. or B.A., from Oxford or Cambridge or M.Sc; from London School of Economics.
- (4) M.A. or M.Sc., of Universities in U.S.A. and Canada.
- (5) M.A. or M.Sc., of European Universities.

Ordinary Degrees of Indo/Pak Universities	Class	1
(6) 1. M.A. Social Work 2. M.A. Sociology 3. M.Sc. or M.A. Mathematics or Statistics 4. M.A. Economics 5. M.A. Public Administration 6. M.B.A. 7. M.A. Political Science, Philosophy, Geography 8. M.A. History, Languages, Literature, Library Science, etc.		一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一 一
(7) 1. B.A. with Social Work  2. B.A. with Sociology  3. B.Sc, or B.A. with Mathematics or Statistics  4. B.A. Economics  5. B.A. Public Administration  6. B.A. Business Administration  7. B.A. Political Science, Philosophy, Geography  8. B.A. History, Languages, Litrature Library Science, etc.		時間指揮機能を持ちているという

WOTE No. 1.—This order of precedence is only for purposes of recruitment to non-technical services of the Sind Employees' Social Security Institution and has been prepared with a view to giving preference to these subjects the knowledge of which may be useful for the Institution. It should not be taken to mean that the Institution regards this gradation as absolute for all purposes.

NOTE No. 2.—This order of precedence shall not apply to persons with professional qualifications prescribed in column 3 of Appendix 'A'.

#### APPENDIX "B"

[See Regulation 2(1) 5-1

S. No:	Local Office.		Region.	
1. Local Office, S.	I.T.E., (West) Karachi			
2. Local Office, S.	I.T.E. (East) Karachi.			
3. Local Office, C	ity, Karachi.			
4. Local Office, La	ndhi, Karachi	Karachi Division.		
5. Local Office, K	orangi, Karachi.			
6. Local Office, H	yderabad	Hyderabad and Kha	airpur Division.	

#### SIND FLOUR MILLING CORPORATION

No. SFMC/2(35)/76.—In partial modification of notification of even number dated 8th October, 1970,

Mr. Saleem Pasha, is designated as General Manager. Inspection and Enforcement until further orders.

20th November 1976

MAZHAR RAFI, Chairman.

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