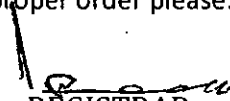
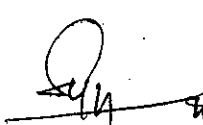


Form- A  
FORM OF ORDER SHEET

Court of \_\_\_\_\_

Case No. 918/2018

S.No.	Date of order proceedings	Order or other proceedings with signature of judge
1	2	3
1-	19/07/2018  21-7-2018	<p>The appeal of Mr. Muhammad Ismail presented today by Mr. Khaled Rehman Advocate may be entered in the Institution Register and put up to the Worthy Chairman for proper order please.</p> <p style="text-align: right;"> REGISTRAR-</p>
2-	30.07.2018	<p>This case is entrusted to S. Bench for preliminary hearing to be put up there on <u>30-07-2018</u>.</p> <p style="text-align: right;">CHAIRMAN</p> <p>Appellant Mr. Muhammad Ismail in person alongwith Mr. Khalid Rehman, Advocate present. Counsel for the appellant made a request that the appellant be allowed to withdraw his appeal.</p> <p>Keeping in view of the request made by the appellant in person alongwith his counsel, the appeal in hand is dismissed being withdrawn. File be consigned to the record room.</p> <p><u>Announced:</u> 30.07.2018</p> <p style="text-align: right;"> Chairman 30.7.2018</p>

BEFORE THE KHYBER PAKHTUNKHWA SERVICE TRIBUNAL PESHAWAR

Service Appeal No. 918 /2018

Mr. Muhammad Ismail ..... Appellant

Versus

The Govt. of KPK and others.....Respondents

INDEX

S.#	Description of Documents	Date	Annexure	Pages
1.	Writ Petition with Affidavit			1-4
2.	Memo of Addresses of Parties			5
3.	Medical Treatment Documents		A	6-9
4.	Medical Treatment Documents of Petitioner's wife		B	10-14
5.	Impugned original order	21.06.2018	C	15-18
6.	Posting/Transfer Policy		D	19-21
7.	Departmental Representation		E	22
8.	Impugned appellate order	06.07.2018	F	23
9.	Rules		G	24-46
10.	Stamp Paper			
11.	Wakalat Nama			

Through

Appellant

**Khaled Rahman**  
Advocate,  
Supreme Court of Pakistan  
3-D, Haroon Mansion  
Khyber Bazar, Peshawar  
Off: Tel: 091-2592458  
Cell # 0345-9337312

Dated: 19/07/2018

**BEFORE THE KHYBER PAKHTUNKHWA SERVICE TRIBUNAL PESHAWAR**

Service Appeal No. \_\_\_\_\_/2018

Khyber Pakhtunkhwa  
Service Tribunal

Diary No. 1179

Dated 19/07/2018

**Mr. Muhammad Ismail**

PMS Officer,  
Home & Tribal Affairs Department  
under transfer as  
Additional Assistant Commissioner (Revenue)  
Upper Kohistan .....

Appellant

Versus

1. **The Govt. of Khyber Pakhtunkhwa**  
through Chief Secretary.  
Civil Secretariat, Peshawar.
2. **The Govt. of Khyber Pakhtunkhwa**  
through Secretary  
Establishment Department  
Civil Secretariat, Peshawar.
3. **The Secretary**  
Govt. of Khyber Pakhtunkhwa  
Home & Tribal Affairs Department  
Civil Secretariat, Peshawar.....

Respondents

SERVICE APPEAL UNDER SECTION 4 OF THE KHYBER PAKHTUNKHWA SERVICE TRIBUNALS ACT, 1974 AGAINST THE IMPUGNED TRANSFER ORDER DATED 21.06.2018 ISSUED BY RESPONDENT NO.1 WHEREBY APPELLANT HAS BEEN TRANSFERRED FROM THE OFFICE OF RESPONDENT NO.3 TO THE POST OF ADDITIONAL ASSISTANT COMMISSIONER (REVENUE), UPPER KOHISTAN AGAINST WHICH HE PREFERRED DEPARTMENTAL REPRESENTATION/ REVIEW BUT THE SAME WAS UNLAWFULLY REGRETTEED VIDE IMPUGNED APPELLATE ORDER DATED 06.07.2018.

**PRAYER:**

On acceptance of the instant appeal, the original impugned order dated 21.06.2018 issued by Respondent No.1 and impugned appellate order dated 06.07.2018 issued from the office of Respondent No.2 may graciously be set aside by allowing the appellant to perform his duties in the office of Respondent No.3.

Filed by  
Som Nay  
18/7/18  
Registrar

Respectfully Sheweth,

Facts giving rise to the present appeal are as under:-

1. That appellant is serving as a PMS Officer (BPS-17) in the office of Respondent No.3. At the moment, he has at his credit 31 years unblemished service in the Department. It is pertinent to mention here that throughout his career appellant has performed his duties in various sections/ Departments within Civil Secretariat and has never been posted out in the field for having no experience/knowledge of Revenue as well as field duty.
2. That the appellant is 55 years old and is also suffering from sciatica and Backache vide Medical Documents (*Annex:-A*) and due to his health condition, the Doctor has advised him to avoid long distance travelling. It is also important to mention here that the wife of appellant is a heart patient and needs proper and regular care and Doctor's consultation vide Medical documents (*Annex:-B*) and except appellant there is no other capable male member to attain/ escort him to doctor.
3. That appellant is the sole supporter/supervisor of his large family and also facing some domestic problems for which he is unable to do way with his family. As earlier submitted that the spouse of the appellant is a heart patient and needs proper and regular medical checkup/ treatment, further, in case of any emergency the availability of the appellant is essential to tackle the situation and take the patient to hospital in-time.
4. That while performing duties in the office of Respondent No.3, vide impugned original order dated 21.06.2018 (*Annex:-C*) appellant has been transferred from the office of Respondent No.3 to the post of Additional Assistant Commissioner (Revenue), Upper Kohistan which is a backward area of the Province lacking facilities of education and as well as medical treatment particularly the heart patients and in case of any emergency where the appellant has been transferred there are no hospital equipped with all facilities for treatment.
5. That as per posting/transfer policy of the Provincial Government (*Annex:-D*) all the postings and transfers shall be strictly in public interest and shall not be abused/misused to victimize the Government servants. It is further, embodied in the said policy that while considering posting/transfer proposals all the concerned authorities shall keep in mind to ensure the posting of proper persons on proper posts, whereas, appellant having no

relevant experience in the Revenue matters.

6. That being aggrieved of the impugned order *ibid*, appellant preferred Departmental Representation/review (*Annex:-E*) through proper channel but the same was unlawfully regretted vide impugned appellate order dated 06.07.2018 (*Annex:-F*), hence this appeal *inter-alia* on the following grounds:-

**Grounds:**

- A. That Respondents have not treated appellant in accordance with law, rules and policy on subject and acted in violation of Article 4 of the Constitution of Islamic Republic of Pakistan, 1973 and unlawfully issued the impugned orders, which are unjust, unfair and hence not sustainable in the eye of law.
- B. That from the very first day of appointment, appellant has been performing his duties in various Sections/Departments of the Civil Secretariat. During the entire career he has not performed field duties, therefore, having no experience/knowledge of revenue matters as well as field duty, the issuance of impugned orders are unjust, unfair and based on malafide intention.
- C. That appellant is a 55 years old person and is suffering from sciatica and Backache and has been advised by the Doctors to avoid long distance travelling. Furthermore, the spouse of the appellant is also heart patient and needs proper care and doctor's consultation for her treatment in normal as well as emergency situation. Furthermore, the transfer of the appellant would also disturb the education of his school going children and they will suffer a lot.
- D. That the appellant is the sole supporter/supervisor of a large family and due to bad health condition of the appellant as well as his spouse, in case of taking over charge of new assignment, there will be no male member to tackle of the matters of the large family.
- E. That the impugned order of the appellate authority is also void *ab-initio* because no reasons muchless lawful have been given in support of the order which is against the provision of Section-24A of the General Clauses Act-1897.
- F. That the impugned orders involve no public interest rather have been issued in violation of the Posting/Transfer Policy inspite of the fact that appellant having no experience in the revenue matters. It is further submitted that posting and transfer should be made amongst the proper persons on proper

posts while appellant has been transferred to a post of which appellant has no experience rather the same was made with malafide intentions just to drag the appellant for disciplinary actions in case of any failure in performing duties without experience. Thus the same is clear violation of the policy and liable to be set aside.

- G. That appellant would like to offer some other grounds during the course of arguments.

It is, therefore, humbly prayed that the instant appeal may graciously be accepted as prayed for above.

Any other relief as deemed appropriate in the circumstances of case not specifically asked for, may also be granted to appellant.

Through

Appellant

Khaled Rahman,  
Advocate,  
Supreme Court of Pakistan

Dated: 19/07/2018

**BEFORE THE KHYBER PAKHTUNKHWA SERVICE TRIBUNAL PESHAWAR**

**Service Appeal No. \_\_\_\_\_/2018**

Mr. Muhammad Ismail ..... Applicant/Appellant

Versus

The Govt. of KPK and others ..... Respondents

**Application for suspending the operation of the impugned orders dated 21.06.2018 and 06.07.2018 till the final disposal of the instant appeal.**

Respectfully Sheweth,

1. That the above titled service appeal is being filed today which is yet to be fixed for hearing.
2. That the facts alleged and grounds taken in the body of main appeal may kindly be taken as an integral part of this application, which make out an excellent prima facie case in favour of applicant/ appellant.
3. That the balance of convenience also lies in favour of applicant/appellant and in case the impugned orders are not suspended, the applicant/appellant will suffer irreparable loss.

It is, therefore, humbly prayed that on acceptance of this application, the operation of the impugned orders dated 21.06.2018 and 06.07.2018 may graciously be suspended till the final disposal of the main appeal.

Through

Applicant

**Khaled Rahman,**  
Advocate,  
Supreme Court of Pakistan

Dated: 19/07/2018

Verification

Verified that the contents of this application are true and correct to the best of my knowledge and belief and nothing has been concealed from this Hon'ble Tribunal.

Applicant/Appellant

چھٹی بروز ہفتہ و اتوار

Amroha "A" - 6

Dr. S.M. Suhail

M.R.C.P.(U.K) F.C.P.S.(Pak)

Diplomate Gastroenterology and hepatology

اسماعیل شاہ

ڈاکٹر ایس۔ ایم۔ سہیل

میڈیکل سپیشلسٹ ماہر امراض معدہ و جگر

کلینک: فلٹ نمبر 43-44-47-48 تیسری منزل

خیبر میڈیکل سٹر، ڈگری گارڈن پشاور

46 Feb 18 FEB 2009

Date

S. No.

Jo

HTN-

DM -

indigestion

↓ taste.

swell.

bu.

7/6/09

col 1-

B = 100 wt #  
hep -

B:-

Stools

Lactation

Pregnancy

LBB

B.P.

Single

Married

M-5

F

D

Job.

لازم

Eurosp.

100

100

100

ATTESTED

9

ان دو باتوں میں سے کوئی ایک پسند کر لیں -  
دونوں ممکن نہیں

{ زیادہ بچے  
یا  
زیادہ تعلیم

پٹھان بھائیو!

A

091-5596124

091-2565481

0300-5955939

صبح 8 بجے تا شام 6 بجے تک رابطہ کر



کنسلٹنٹ  
ڈاکٹر رخسانہ جاوید فاروقی

ایف سی پی ایس (میڈیسن) ایم سی پی ایس (پلمونالوجی)

ایف سی پی ایس (پلمونالوجی)

میڈیکل سپیشلسٹ و ماہر امراض سینہ، دمہ و ٹی بی

پلمونالوجی وارڈ، خیبر ٹیچنگ (شیرپاؤ) ہسپتال پشاور



7

اسٹنٹ پروفیسر  
ڈاکٹر جاوید اقبال فاروقی

ایف سی پی ایس (میڈیسن)

ایف سی پی ایس (گیسٹرو انٹرا لوجی)

میڈیکل سپیشلسٹ و ماہر امراض معدہ، آنت و بگڑ

میڈیکل اے وارڈ، لیڈی ریڈنگ ہسپتال پشاور

کلینک: کمرہ نمبر 202، سید انور میڈیکل سنٹر، ڈگری گارڈنز، پشاور۔

Name Mr. Ismail Khan Age 46 Address Peshawar Date 09 OCT 2008

Dyspepsia

B.P: 120/80

Rx

Tab. Metilium 10

14.1

- Cap. Ezium - 40 -

14.20

- Tab. Colofac - 135 -

14.1

ATTESTED

ڈاکٹر اجملہ (صبح 9 بجے)  
کمرہ نمبر 303 میڈیکل او بی ٹی  
لیڈی ریڈنگ ہسپتال پشاور

Not Valid for court

معلومات کے لئے الحیات میڈیکل سروس سے رابطہ کریں۔ (فون نمبر: 0334-9038182)

Dr. S. Waqar H. Shah

M.B.B.S, R.M.P. Registrar  
Department of Gastroenterology & Hepatology  
Sheikh Zayed Hospital, Lahore  
Member Pakistan Society of Gastroenterology & G.I Endoscopy,  
Pakistan Society of Hepatology  
Zakaria Clinic  
Mehboob Fatima Medical Centre

82-L Model Town Extension Main Faisal Town, Lahore 042-35128848

1701100  
2  
Cvent

-8

Ruziq

wt

2 DEC 2015 99-

Date: 27/1/16

Name: Imrul

13 DEC 12 Ta Peridone  
1 Cyloprozole  
09 JAN 2017 1 Cy E. MOL  
14 MAR 2017 1/2 Ta Cardiosily - (B.P)

P.F.  
دوسری  
کے  
ساتھ  
کام  
کے  
کے  
کے

13 DEC 12 Ta Peridone  
1 Ta VERMOL - (4 days)  
09 JAN 2017 1 Ta Paracetamol - (20)  
09 JAN 2017 1 Ta Nutri

14 MAR 2017 12 Ta Peridone  
1 ~~Cyloprozole~~  
1 Ta PENTOXIFYLLINE  
1 Ta Concor 5.0mg - (B.P)  
14 MAR 2017 1 Cy. Nodis 400

ATTESTED

دوا کا استعمال خود بند نہ کریں۔

دوبارہ چیک اپ

Dr. IKRAM ULLAH KHAN  
F.R.C.P.

PHYSICIAN & GASTROENTEROLOGIST

Clinic: Room # 23, Dabgari Gardens,

Habib Medical Complex.

CONSULTATION BY APPOINTMENT

Appt. Tel: 2211310

Clinic Tel: 2217629

ڈاکٹر اکرام اللہ خان  
ایف۔ آر۔ سی۔ پی

میڈیکل سپیشلسٹ اینڈ گیسٹرو انٹرا ویسٹ

کلینک: کمرہ نمبر 23، ڈبگری گارڈنز،

حبیب میڈیکل کمپلیکس، بالقابل مشن ہسپتال پشاور

اپائنٹمنٹ بلنگ نمبر: 2211310

کلینک فون: 2217629

نوٹ

کلینک ہفتہ، اتوار بند ہے گا

28 JAN 2008

Jemal 46 yrs.  
Renovan

Rx:-  
---

2mg (19)  
Tab 5mg  
60 (1+)

3) (7) 2mg TRIMETHOPRIM  
1+  
3) (7) 2mg METFORMIN  
1+

ATTESTED

Prof. Zabid Aslam Amin

PMDC REG # 3379-A

MD (General)

Signature

Date

14/11/20

Chlorine in Effluent

1000 mg/l

140790

10/11/20

10/11/20

Sample

ATTESTED

Discharge Sheet

RMI Patients

Patient Information

PR No: 1710001511  
Name: M. M. Khan  
Gender: Male  
Phone: 9921 234 2222  
Address: [unclear]

AGE 40 years  
Blood Group [unclear]  
Weight [unclear] kg  
Height [unclear] ft

Admission Information

Admission No: 1710001511  
Admission Date: 18/10/2017 10:47AM  
Ward: Ward E  
Room / Bed: 324 / A  
Discharge Date: 18/10/2017 6:10PM  
Discharge Type: Normal Discharge

Consultant

Primary: Dr. Momin Khan  
Secondary: Dr. Momin Khan

Package

Coronary Angiography Day Case

Department

(Cardiology)

Diagnosis

Angina

Presenting Complaints

ADMITTED FOR CORONARY ANGIOGRAPHY

Investigations

ATTACHED

Clinical Status

STABLE

Risk Factors

EXPLAINED

Treatment At Hospital

Operation Notes

ANGIOGRAPHY DONE WHICH SHOWS NORMAL CORONARY ARTERIES

Post Operative Complication

None

Medicines

Precautions

Care At Home

EXPLAINED

Diet

EXPLAINED

Medicines

AS ON PRESCRIPTION

Follow Up

Meet your Consultant (Dr. Momin Khan) on 25/10/2017

Please ensure that you have booked an appointment prior to your visit by calling on the following telephone number (929) 525501-07 nes

Discharged By: Muhammad Uzair

Medical Officer  
[Signature]

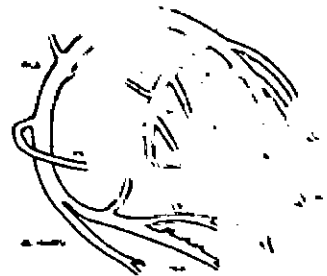
TESTED

**Angiography**

Request No	17-10-003360	PR No	17-10-155615	Entered	18. Oct. 17 02:11PM
Patient Name	Mrs. Sajida	(Female:50 Years)		Printed	18. Oct. 17 04:48PM
Consultant	Momin Khan Dr.			Location	Ward E

**Procedure:**

Right Radial Artery entered via Seldinger's technique and 5F sheath inserted. Patient given 2000 units of heparin and 100 micrograms of Nitroglycerine. Standard views taken using a Radial Tiger catheter. Hemostasis secured using TR band inflator.

**Summary of Hemodynamic:****Left Main Stem:**

Normal

**Left Anterior Descending Artery:**

Normal

**Diagonals:**

Normal

**Left Circumflex Artery:**

Normal

**Obtuse Marginals:**

Normal

**Right Coronary Artery:**

Non dominant and normal vessel.

**Final Diagnosis:**

A 50 years old lady with effort angina and have positive ETT Echo. Awaited. Coronaries as above

**Recommendation:**

Medical Management

**CD #:**

A18686 Typed by M. Ali

RM

Sajjada binti

Contingio @

30/11/17

follow up

R+ @ TENCORIT 50,  
1-00

BP 170/100mm

1.0

@ L'Flor 5/807  
1-00

66

ATTESTED



RM

- 14

Sajida kubi

Angina

18

DE 77

TEORIC

1-27

Adult - Cor Negro

ESSE 40

Bleed

1-0

18.10.2017

may case

ATTESTED





GOVERNMENT OF KHYBER PAKHTUNKHWA  
ESTABLISHMENT DEPARTMENT

Dated Peshawar the June 21, 2018

**NOTIFICATION**

Annex "C" - 15

**NO.SOE-II(ED)3(29)/2018:** - The Provincial Government is pleased to order the following posting/transfer of officers with immediate effect, in the public interest:-

S.#	Name of officer	From	To
1.	Capt ® Muhammad Zubair Khan Niazi (PAS BS-17)	Section Officer, Transport Department	Assistant Commissioner Charsadda, against the vacant post
2.	Mrs. Beenish Imran (PMS BS-17)	Addl. AC, Pabbi, Nowshera	Services placed at the disposal of IMU Project, E&SE Department
3.	Mr. Muhammad Farooq (PMS BS-17)	Assistant Commissioner, Pabbi Nowshera	Deputy Secretary, Finance Department, in his own pay & scale, against the vacant post
4.	Mr. Asif Ali (PMS BS-17)	Assistant Commissioner, Khawaza Khela, Swat	Assistant Commissioner, Pabbi, Nowshera, vice Sr. No. 3
5.	Mr. Muhammad Ayub (Tehsildar BS-16)	Assistant, O/O D.C Upper Kohistan	Addl. AC, Pabbi, Nowshera in his own pay & scale vice Sr. No. 2
6.	Syed Adil Ifrikhar (PAS BS-17)	Services placed at the disposal of Finance Department	Assistant Commissioner, Jehangira, Nowshera, against the vacant post
7.	Mr. Muhammad Mohsin Salahuddin (PAS BS-17)	Assistant Commissioner, Takht Nasarti, Karak	Assistant Commissioner, Ghazi Haripur vice Sr. No. 9
8.	Mr. Faheed Ullah Khan (PMS BS-17)	Assistant Commissioner D.I Khan	Assistant Commissioner Takht Nasarti, Karak vice Sr. No. 7
9.	Mr. Usman Ashraf (PAS BS-17)	Assistant Commissioner, Ghazi Haripur	Assistant Commissioner, Abbottabad vice Sr. No. 10
10.	Mr. Rooman Burana (PAS BS-17)	Assistant Commissioner, Abbottabad	Assistant Commissioner, D.I Khan vice Sr. No. 8
11.	Mr. Haseeb ur Rehman Khan Khalil (PMS BS-17)	Assistant Commissioner, Kulachi, D.I Khan	Assistant Commissioner, Jamrud, Tribal District Khyber vice Sr. No. 24
12.	Mr. Ashfaq Khan (PMS BS-17)	Assistant Commissioner, Tribal Sub-Division, Bannu (Erstwhile FR Bannu)	Assistant Commissioner, Pattan, Lower Kohistan vice Sr. No. 13
13.	Mr. Maqbool Hussain (PMS BS-17)	Assistant Commissioner, Pattan, Lower Kohistan	Assistant Commissioner, Tribal Sub-Division, Bannu (Erstwhile FR Bannu) vice Sr. No. 12
14.	Mr. Aziz Ullah Jan (PMS BS-17)	Addl. AC (Rev), Nowshera	Assistant Commissioner, Dargai, Malakand vice Sr. No. 40
15.	Mr. Adnan Khan (Tehsildar BS-16)	Tehsildar Mardan	Addl. AC (Rev), Nowshera, in his own pay & scale, vice Sr. No. 14
16.	Mr. Akhtar Nawaz (PMS BS-17)	Section Officer (E-V) Establishment Department	Assistant Commissioner, Nowshera vice Sr. No. 48
17.	Mr. Shahab Muhammad Khan (PMS BS-17)	Assistant Commissioner, Babuzai Swat	Section Officer (E-V) Establishment Department vice Sr. No. 16

all about

12/19

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6

9508  
Dated 25-6-18

So/G  
25/6/18  
Cancel  
25-6-

514/2018

ATTESTED

c

18.	Mr. Payu Khan (PMS BS-17)	Section Officer, Governor House	Assistant Commissioner, Daggar Buner vice Sr. No. 49
19.	Capt @ Aun Haider Gondal (PAS BS-17)	Assistant Commissioner, Mastuj, Chitral	Assistant Commissioner, Batkhela Malakand vice Sr. No. 20
20.	Mr. Khurram Pervez (PAS BS-17)	Assistant Commissioner, Batkhela Malakand	Relieved from his duty in Khyber Pakhtunkhwa to join his new assignment.
21.	Mr. Abdul Wali (PMS BS-17)	Assistant Commissioner, Dir Upper	Section Officer, Sports Department vice Sr. No. 26
22.	Mr. Gauhar Ali (PMS BS-17)	Addl. AC-III, Chitral	Assistant Commissioner, Timergara, Dir Lower vice Sr. No. 23
23.	Mr. Ishfaq Ahmad (PMS BS-17)	Assistant Commissioner, Timergara, Dir Lower	Assistant Commissioner, Kulachi, D.I Khan vice Sr. No. 11
24.	Mr. Zahid Usman Kakakhel (PMS BS-17)	Assistant Commissioner, Jamrud, Tribal District Khyber	Assistant Commissioner, Dir Upper vice Sr. No. 21
25.	Mr. Adnan Ibrar (PMS BS-17)	Section Officer, Finance Department	Addl. AC, Malakand vice Sr. No. 45
26.	Ms. Hina Hafeez (PMS BS-17)	Section Officer, Sports Department	Section Officer, Finance Department vice Sr. No. 25
27.	Mr. Muhammad Asim Abbasi (PMS BS-17)	Addl. AC (Rev) Upper Kohistan	Addl. AC, Haripur vice Sr. No. 28
28.	Mr. Tariq Hussain (PMS BS-17)	Addl. AC (Rev), Haripur	Addl. AC (Rev), Chitral vice Sr. No. 34
29.	Mr. Fazal ur Rahim (PMS BS-17)	Addl. AC (Rev) Peshawar	Addl. AC-III, Chitral vice Sr. No. 22
30.	Mr. Abdul Naseer (PMS BS-17)	Assistant to Commissioner (Rev), Peshawar	Addl. AC (Rev) Peshawar vice Sr. No. 29
31.	Mr. Saleem Jan (PMS BS-17)	Assistant Commissioner, Razmak, Tribal District North Waziristan	Assistant to Commissioner (Rev), Peshawar vice Sr. No. 30
32.	Mr. Daulat Khan (PMS BS-17)	Section Officer (PSB), Establishment Department	Assistant Commissioner, Razmak, Tribal District North Waziristan vice Sr. No. 31
33.	Mr. Abdul Hameed (Superintendent BS-17)	Superintendent (PSB), Establishment Department	Section Officer (PSB), in his own pay & scale, vice Sr. No. 32
34.	Mr. Gul Said (PMS BS-17)	Addl. AC (Rev), Chitral	Addl. AC, Chakdara/ Adenzai, Dir Lower vice Sr. No. 36
35.	Mr. Qaiser Khan (PMS BS-17)	Addl. AC, Swabi	Section Officer, Home & Tribal Affairs Department vice Sr. No. 37
36.	Mr. Muhammad Aleem (PMS BS-17)	Addl. AC Adenzai/ Chakdara, Dir Lower	Addl. AC, Swabi vice Sr. No. 35
37.	Mr. Muhammad Ismail (PMS BS-17)	Section Officer, Home & Tribal Affairs Department	Addl. AC (Rev) Upper Kohistan vice Sr. No. 27
38.	Mr. Irfan Ali (PMS BS-17)	Addl. AC, Peshawar	Assistant Commissioner, Babuzai, Swat vice Sr. No. 17
39.	Mr. Abdul Wali (Tehsildar BS-16)	Tehsildar Babuzai, Swat	Addl. AC, Peshawar, in his own pay & scale, vice Sr. No. 38
40.	Mr. Muhammad Arif Khan (PMS BS-17)	Assistant Commissioner, Dargai, Malakand	Assistant Commissioner, Lahor Swabi vice Sr. 41
41.	Mr. Gohar Ali (PMS BS-17)	Assistant Commissioner, Lahor Swabi	Section Officer, Transport Department vice Sr. No. 1
42.	Ms. Tillat Fahad (PAS BS-17)	Awaiting posting in Establishment Department	Services placed at the disposal of P&D Department

MIRZA

**ATTESTED**

43.	Mr. Muhammad Ayaz Khan (PMS BS-17)	Assistant Commissioner, Dassu Upper Kohistan	Assistant Commissioner, Samarbagh, Dir Lower vice Sr. No. 44
44.	Mr. Noor ul Amin (PMS BS-17)	Assistant Commissioner, Samarbagh, Dir Lower	Assistant Commissioner, Dassu Upper Kohistan vice Sr. No. 43
45.	Syed Ali Raza Shah (PMS BS-17)	Addl. AC, Malakand	Assistant Commissioner, Sheringal, Dir Upper vice Sr.No. 46
46.	Mr. Tanwir Khan (PMS BS-17)	Assistant Commissioner, Sheringal, Dir Upper	Assistant Commissioner, Lal Qilla, Dir Lower vice Sr. No. 47
47.	Mr. Jamal ud Din (PMS BS-17)	Assistant Commissioner, Lal Qilla, Dir Lower	Deputy Secretary, E&SE Department, in his own pay & scale, against the vacant post
48.	Mr. Jamshid Khan (PMS BS-17)	Assistant Commissioner, Nowshera	Assistant Commissioner, Khawaza Khela, Swat vice Sr. No. 4
49.	Dr. Azmat Ullah Wazir (PMS BS-17)	Assistant Commissioner, Daggar Buner	Assistant Commissioner, Wana Tribal District South Waziristan vice Sr. No. 50
50.	Mr. Kamran Khattak (PMS BS-17)	Assistant Commissioner, Wana Tribal District South Waziristan	Estate Officer, Administration Department vice Sr. No. 51
51.	Mr. Umer Nawaz Khan (PMS BS-17)	Estate Officer, Administration Department	Services placed at the disposal of IMU Project, E&SE Department
52.	Mr. Asad Mehmood Lodhi (PMS BS-17)	Addl. AC (Rev) Abbottabad	Addl. AC Hangu, vice Sr. 61
53.	Mr. Jawad Sardar (PMS BS-17)	Addl. AC-I, D.I Khan	Addl. AC (Rev), Abbottabad vice Sr. No. 52
54.	Mr. Lal Said (PMS BS-17)	Addl. AC-I Mardan	Addl. AC, Barikot Swat vice Sr. No. 55
55.	Dr. Mohsin Habib (PMS BS-17)	Addl. AC, Barikot Swat	Addl. AC-I, Mardan vice Sr. No. 54
56.	Mr. Abdul Samad (PMS BS-17)	Addl. AC, Lakki Marwat	Addl. AC-IV, Mardan vice Sr. No. 57
57.	Mr. Najibullah (PMS BS-17)	Addl. AC-IV, Mardan	Addl. AC, Lakki Marwat vice Sr. No. 56
58.	Mr. Habib Ullah (Tehsildar BS-16)	Addl. AC-I, Abbottabad (OPS)	Addl. AC, D.I Khan in his own pay & scale, vice Sr. No. 59
59.	Mr. Asif Kamran (PMS BS-17)	Addl. AC D.I.Khan	Addl. AC-I, Abbottabad vice Sr. No. 58
60.	Ms. Ayesha Rizwan (PAS BS-17)	Awaiting posting in Establishment Department	Secretary District Public Safety Commission, Abbottabad
61.	Mr. Kiramat Ullah (Tehsildar BS-16)	Addl. AC Hangu, in his own pay & scale	Addl. AC-I, D.I.Khan vice Sr. No. 53
62.	Mr. Inayat Ullah (PMS BS-17)	Addl. AC-I, Charsadda	Assistant Commissioner, Mastuj, Chitral vice Sr. No. 19
63.	Mr. Jehan Said (Tehsildar BS-16)	Tehsildar PESCO, Swat	Addl. AC-I, Charsadda, in his own pay & scale, vice Sr. No. 62

MADAM

CHIEF SECRETARY  
KHYBER PAKHTUNKHWA

ATTESTED

ENDST: NO & DATE EVEN

A copy is forwarded to:-

-18

1. All Divisional Commissioners in Khyber Pakhtunkhwa.
2. Accountant General, Khyber Pakhtunkhwa, Peshawar.
3. The Secretaries to Government of Khyber Pakhtunkhwa, Transport/Sports/Finance/Home Department.
4. The Military Secretary to Governor, Khyber Pakhtunkhwa.
5. All Deputy Commissioners in Khyber Pakhtunkhwa.
6. All Deputy Commissioners, Tribal Districts in Khyber Pakhtunkhwa.
7. All District / Tribal Districts Accounts Officers in Khyber Pakhtunkhwa.
8. PSO to Chief Secretary, Khyber Pakhtunkhwa.
9. Deputy Director (IT), Administration Department with request to upload the Notification on official website.
10. SO(Secret) / SO(Admn) / EO, E&A Department.
11. Officers concerned.
12. PS to Secretary, Election Commission of Pakistan, Islamabad.
13. PS to Secretary Establishment.
14. PS to Spl. Secretary (Estt) Establishment Department.
15. PA to DS(E), Establishment Department.
16. Other Order file.

  
(ANAM LATIF)  
SECTION OFFICER (E-II)

21-06-2018

①

ATTESTED

- 19  
Annex "D"



# ESTA CODE

**ESTABLISHMENT CODE KHYBER PAKHTUNKHWA  
( REVISED EDITION ) 2011**

**A COMPENDIUM OF LAWS, RULES AND INSTRUCTIONS  
RELATING TO THE TERMS AND CONDITIONS  
OF PROVINCIAL CIVIL SERVANTS**

**COMPILED BY;  
(O&M) SECTION  
ESTABLISHMENT & ADMINISTRATION DEPARTMENT**

**ATTESTED**

A handwritten signature or mark, possibly a stylized 'P' or 'D', is written below the 'ATTESTED' stamp.

D

## Posting and Transfer

### Statutory Provision.

#### Section 10 of the NWFP Civil Servants Act, 1973.

**Posting and Transfer.** Every civil servant shall be liable to serve anywhere within or outside the Province, in any post under the Federal Government, or any Provincial Government or Local authority, or a Corporation or body set up or established by any such Government:-

Provided that nothing contained in this section shall apply to a civil servant recruited specifically to serve in a particular area or region;

Provided further that, where a civil servant is required to serve in a post outside a service or cadre, his terms and conditions of service as to his pay shall not be less favourable than those to which he would have been entitled if he had not been so required to serve.

#### Posting/transfer policy of the Provincial Government.

- i) All the posting/transfers shall be strictly in public interest and shall not be abused/misused to victimize the Government servants
- ii) All Government servants are prohibited to exert political, Administrative or any other pressures upon the posting/transfer authorities for seeking posing/transfers of their choice and against the public interest.
- iii) All contract Government employees appointed against specific posts, can not be posted against any other post.
- iv) Existing tenure of posting/transfer of three (03) years for settled areas and two (02) years for unattractive/hard areas shall be reduced to two (02) years for settled areas, 01½ years for unattractive areas and one year for hard areas.
- v) <sup>79</sup>[ ]

79 Para-1(v) regarding months of March and July for posting/transfer and authorities for relaxation of ban deleted vide letter No: SOR-VI (E&AD) 1-4/2008/Vol-VI, dated 3-6-2008. Consequently authorities competent under the NWFP Government Rule of Business, 1985, District Government Rules of Business 2001, Posting/Transfer Policy and other rules for the time being in force, allowed to make Posting/Transfer subject to observance of the policy and rules.

**ATTESTED**

- vi) <sup>80</sup>While making posting/transfers of officers/officials up to BS-17 from settled areas to FATA and vice versa approval of the Chief Secretary, NWFP needs to be obtained. Save Tehsildars/Naib Tehsildars within a division in respect of whom the concerned Commissioner will exercise the same power. Whereas, in case of posting/transfer of officers in BS-18 and above, from settled areas to FATA and vice versa, specific approval of the Governor, NWFP shall be obtained.

Provided that the power to transfer Political Tehsildars and Political Naib Tehsildars within FATA between different divisions shall rest in Additional Chief Secretary FATA.

- vi (a) All Officers/officials selected against Zone-I/FATA quota in the Provincial Services should compulsorily serve in FATA for at least eighteen months in each grade. This should start from senior most scales/grades downwards in each scale/grade of each cadre.
- vii) Officers may be posted on executive/administrative posts in the Districts of their domicile except District Coordination Officers (D.C.Os) and DPOs/Superintendent of Police (SP). Similarly Deputy Superintendent of Police (DSP) shall not be posted at a place where the Police Station (Thaana) of his area/residence is situated.
- viii) No posting/transfers of the officers/officials on detailment basis shall be made.
- ix) Regarding the posting of husband/wife, both in Provincial services, efforts where possible would be made to post such persons at one station subject to the public interest.
- x) All the posting/transferring authorities may facilitate the posting/ transfer of the unmarried female government Servants at the station of the residence of their parents.
- xi) Officers/officials except DCOs and DPOs/SPs who are due to retire within one year may be posted on their option on posts in the Districts of their domicile and be allowed to serve there till the retirement .

<sup>81</sup>DCOs and DPOs who are due to retire in the near future may also be posted in the District of their domicile subject to the condition that such posting would be against non-administrative posts of equivalent scales;

- xii) In terms of Rule 17(1) and (2) read with Schedule-III of the NWFP Government Rules of Business 1985, transfer of officers shown in column 1 of the following table shall be made by the authorities shown against each officer in column 2 thereof:

<b>Outside the Secretariat</b>	
1. Officers of the all Pakistan Unified Group i.e. DMG, PSP including Provincial Police Officers in BPS-18 and above.	Chief Secretary in consultation with Establishment Department and Department concerned with the approval of the Chief Minister.
2. Other officers in BPS-17 and above to be posted against scheduled posts, or posts normally held by the APUG, PCS(EG) and PCS(SG).	-do-
3. Heads of Attached Departments and other Officers in B-19 & above in all the Departments.	-do-
<b>In the Secretariat</b>	
1. Secretaries	Chief Secretary with the approval of the Chief Minister.
2. Other Officers of and above the rank of Section Officers:	
a) Within the Same Department	Secretary of the Department concerned.
b) Within the Secretariat from one Department to another.	Chief secretary/Secretary Establishment.
3. Officials up to the rank of Superintendent:	Secretary of the Department concerned.
a) Within the same Department	Secretary of the Department in consultation with Head of Attached Department concerned.
b) To and from an Attached Department	
c) Within the Secretariat from one Department to another	Secretary (Establishment)

- xiii) While considering posting/transfer proposals all the concerned authorities shall keep in mind the following:
- To ensure the posting of proper persons on proper posts, the Performance Evaluation Report/annual confidential reports, past and present record of service, performance on post held presently and in the past and general reputation with focus on the integrity of the concerned officers/ officials be considered.
  - Tenure on present post shall also be taken into consideration and the posting/transfers shall be in the best public interest.

**ATTESTED**



xiv) Government servants including District Govt. employees feeling aggrieved due to the orders of posting/transfer authorities may seek remedy from the next higher authority / the appointing authority as the case may be through an appeal to be submitted within seven days of the receipt of such orders. Such appeal shall be disposed of within fifteen days. The option of appeal against posting/ transfer orders could be exercised only in the following cases.

- i) Pre-mature posting/transfer or posting transfer in violation of the provisions of this policy.
- ii) Serious and grave personal (humanitarian) grounds.

2. To streamline the postings/transfers in the District Government and to remove any irritant/confusions in this regard the provision of Rule 25 of the North West Frontier Province District Government Rules of Business 2001 read with schedule – IV thereof is referred. As per schedule-IV the posting/transferring authorities for the officers/officials shown against each are as under:-

S.No.	Officers	Authority
1.	Posting of District Coordination Officer and Executive District Officer in a District.	Provincial Government.
2.	Posting of District Police Officer.	Provincial Government.
3.	Other Officers in BPS-17 and above posted in the District.	Provincial Government.
4.	Official in BPS-16 and below	Executive District Officer in consultation with District Coordination Officer.

3. As per Rule 25(2) of the Rules mentioned above the District Coordination Department shall consult the Government if it is proposed to:

- a) Transfer the holder of a tenure post before the completion of his tenure or extend the period of his tenure.
- b) Require an officer to hold charge of more than one post for a period exceeding two months.

4. I am further directed to request that the above noted policy may be strictly observed/implemented.

5. All concerned are requested to ensure that tenures of the concerned officers/officials are invariably mentioned in summaries submitted to the Competent Authorities for Posting/Transfer.

(Authority: Letter No: SOR-VI/E&AD/1-4/2003 dated 24-6-2003).

To

The Secretary to Govt. of Khyber Pakhtunkhwa,  
Establishment Department.

22  
Annex "E"

Through

Proper Channel

Subject:-

CANCELLATION OF TRANSFER.

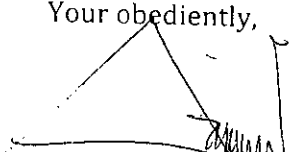
Respected Sir,

It is stated that I have been transferred and posted as AAC (Rev) Upper Kohistan vide Notification No. E-II (ED) 3 (29) 2018 dated 21.06.2018, the following few lines are submitted with respect to my transfer for your kind consideration: -

- *I am PMS (Promotee) Officer and working in Civil Secretariat since 1987. I have rendered 31 years-service in Civil Secretariat in various Departments. I have never been posted out in the field throughout my service, having no experience/knowledge of revenue as well field duty;*
- *I have the capability to work in Secretariat against any post; being secretariat employee;*
- *I am 55 years old and unable to cover such a long distance, as I am suffering from sciatica and backache and the doctor has advised not to travel for such a long distance. I am also not interested in the field posting. There are a number of young PMS Officers who aspire to be posted in the field, so one of them may be posted there;*
- *I have to support/supervise a large family and have some domestic problems due to which I am unable to do away with my family. My spouse is a heart patient and needs proper regular care and doctor consultation;*

2. In view of the above, it is requested that either my transfer order may be reconsidered and post me somewhere in the Secretariat or I may be granted 120 days leave as I have already applied for leave having sufficient leave at my credit.

Your obediently,

  
(Muhammad Ismail)  
**SECTION OFFICER**  
Home Department  
Khyber Pakhtunkhwa

**ATTES. - D**

E



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ESTABLISHMENT DEPARTMENT

NO.SOE-II(ED)3(866) /2014  
Dated Peshawar the July 06, 2018

To

Mr. Muhammad Ismail (PMS BS-17),  
Addl. Assistant Commissioner (Rev) Upper Kohistan.

*Annex F*

*- 23*

Subject:- **CANCELLATION OF TRANSFER**

I am directed to refer to Section Officer (General) Home Department letter No. E&A(HD)3-26/2018 dated 26.06.2018 on the subject noted above and to inform that Establishment Department regrets its inability to accede to the request.

You are therefore directed to assume the charge of the post of Addl. AC (Rev) Upper Kohistan and apply for leave through proper channel.

*o/c* *anam latif* 6-7-18  
(ANAM LATIF)  
SECTION OFFICER (E-II)  
Ph. 091-9210551

**ENDST. NO. & DATE EVEN.**

Copy forwarded to the:-

1. Deputy Commissioner, Upper Kohistan for information.
2. Section Officer (Gen) Home & Tribal Affairs Department w/r to his letter quoted above with the request to relieve the officer enable him to join his new assignment.

*o/c* *anam latif* 6-7-18  
SECTION OFFICER (E-II)

*F*

**ATTESTED**

- 24  
Annex 'G'

**GOVERNMENT OF THE <sup>1</sup>[Khyber Pakhtunkhwa]  
ESTABLISHMENT DEPARTMENT**

**NOTIFICATION**

**Dated Peshawar the 11.05.2007.**

**No.SOE.II(ED)2(14)2007.**---In exercise of the powers conferred by section 26 of the <sup>2</sup>[Khyber Pakhtunkhwa] Civil Servant Act, 1973 (<sup>3</sup>[Khyber Pakhtunkhwa] Act XVIII of 1973), the Chief Minister of the <sup>4</sup>[Khyber Pakhtunkhwa] is pleased to make the following rules, namely:

**THE <sup>5</sup>[Khyber Pakhtunkhwa] PROVINCIAL MANAGEMENT SERVICE RULES, 2007**

**1. Short title and commencement.**---(1) These rules may be called the <sup>6</sup>[Khyber Pakhtunkhwa] Provincial Management Service Rules, 2007.

(2) These rules shall come into force at once.

**2. Definitions.**---In these rules, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say-

- (a) "appointing authority" means the appointing authority as specified in rule 5 of these rules;
- (b) "Commission" means the <sup>7</sup>[Khyber Pakhtunkhwa] Public Service Commission;
- (c) "Department" means the Establishment and Administration Department;
- (d) "Departmental Examination" means the prescribed examination to be conducted by the Department for confirmation within probationary period or for promotion to higher post, as the case may be;
- (e) "Departmental Training" means any training prescribed by Government, the successful completion whereof is necessary for promotion to BS-18 and BS-19;
- (f) "Schedule" means the Schedule appended to these rules;
- (g) "Service" means the Provincial Management Service;
- (h) "Secretariat" means the <sup>8</sup>[Khyber Pakhtunkhwa] Civil Secretariat as defined in rule 2(r) of the <sup>9</sup>[Khyber Pakhtunkhwa] Government Rules of Business, 1985; and
- (i) "share" means the share specified for distribution between All Pakistan Unified Group and Provincial Officers as per Schedule-III.

**3. Nomenclature of the posts.**---The Service shall consist of the posts as specified in Schedule-I.

<sup>1</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>2</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>3</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>4</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>5</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>6</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>7</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>8</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>9</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

**ATTESTED**

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**4. Method of recruitment.**---(1) The method of recruitment, minimum qualification, age limit and other matters related thereto for the Service shall be as given in Schedule-I.

(2) Fifty per cent of posts in BPS-17 shall be filled in by initial recruitment through Commission and remaining by promotion. Ten percent of Secretariat posts in BPS-17 to 19 shall be reserved for officers of technical departments on reciprocal basis. Government may reserve twenty per cent posts for leave, deputation and training etc in each pay scale.

(3) Posts specified in Schedule-II shall be filled in by Officers borne on Provincial Management Service and All Pakistan Unified Group in the ratio prescribed in Schedule-III.

**<sup>10</sup>[4-A. Training.**--- On appointment to the post borne on the service in BS-17, whether by initial recruitment or by promotion, every officer so appointed shall successfully complete one and a half year's mandatory training including one year training at the Provincial Services Academy as per Module specified in Schedule-IV and six months training attachment as specified in Schedule-V. The training will be followed by Departmental Examination to be conducted by the Provincial Services Academy as specified in Schedule-VI.

**5. Appointing Authority.**---The Chief Minister, <sup>11</sup>[Khyber Pakhtunkhwa] shall be the appointing authority for posts borne on the Provincial Management Service specified in Schedule-I.]

**6. Saving.**---In all other matters not expressly provided for in these rules, the members of the Service shall be governed by the <sup>12</sup>[Khyber Pakhtunkhwa] Civil Servants (Appointment, Promotion and Transfer) Rules, 1989, and any other rules pertaining to terms and conditions of service made or deemed to have been made under the Khyber Pakhtunkhwa Civil Servants Act, 1973 (<sup>13</sup>[Khyber Pakhtunkhwa] Act No. XVIII of 1973).

**7. Transitional:-** The condition of graduation as laid down in para 2(a) and (b) of column-5 against serial No. 1 of Schedule-I shall not apply for a period of seven years from the date of coming into force of these rules to the existing incumbents for promotion against BS-17 posts.

**8. Repeal.**---The <sup>14</sup>[Khyber Pakhtunkhwa] Provincial Civil Service (Secretariat/Executive Group) Rules, 1997 shall stand repealed after the retirement of existing incumbents of both the cadres. Separate seniority list of both the cadres shall be maintained under the existing rules and they shall be promoted at the ratio of 50: 50:

<sup>15</sup>[Provided that for the purpose of promotion of both the Secretariat Group and the Executive Group of the said service in different pay scales, -

- (i) the incumbents shall continue to be governed by the said service rules till the retirement of the last such incumbent; and
- (ii) the last incumbent of either Group shall rank senior to the first incumbent of the Provincial Management Service.]

#### SCHEDULE-I

10. Rule 4-A added vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

<sup>11</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>12</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>13</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>14</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

15. Amended vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

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S.No.	Nomenclature of posts	Minimum qualification for appointment by Initial recruitment	Age limit for Initial recruitment	Method of recruitment
1	2	3	4	5
1	PMS(BS-17) as per detail at Schedule-II	2 <sup>nd</sup> Division Bachelor Degree from a recognized University.	21-30 year	<p>1) Fifty per cent by initial recruitment on the recommendations of the Commission based on the result of competitive examination to be conducted by it in accordance with the provisions contained in Schedule - VII.</p> <p>2) Subject to rule 7, by promotion in the following manner:</p> <p>(a) twenty per cent from amongst Tehsildars, who are graduates, on the basis of seniority-cum-fitness, having five years service as Tehsildar and have passed the prescribed Departmental Examination; and</p> <p>(b) twenty per cent from amongst Superintendents /Private Secretaries on seniority-cum-fitness basis, who are graduate and have undergone a training course of 9-weeks at the Provincial Management Academy/Provincial Staff Training Institute. A joint seniority list of the Superintendents and Private Secretaries shall be maintained for the purpose of promotion on the basis of their continuous regular appointment to the respective posts.</p> <p>3) Ten per cent by selection on merit, on the basis of competitive examination, to be conducted by the Commission in</p>

16. The Word Schedule-IV replaced by Schedule VII vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

ATTESTED

				accordance with the provisions contained in <sup>17</sup> Schedule-VII, from amongst persons holding substantive posts of Superintendents, Private Secretaries, Personal Assistants, Assistants, Senior Scale Stenographers, Stenographers, Data Entry Operators, Computer Operators, Senior and Junior Clerks who possess post graduate qualification from a recognized University and have atleast five years service under Government.
2.	PMS(BS-18) as per detail at Schedule-II	NIL		By promotion, on seniority-cum-fitness basis, from amongst the officers of PMS in BS-17 having at least five years service and have passed the prescribed Departmental Training or Departmental Examination.
3.	PMS(BS-19) as per detail at Schedule-II.	NIL		By promotion, on the basis of seniority-cum-fitness, from amongst PMS officers holding posts in BS-18 and having at least 12 years service against posts in BS-17 and above and have passed the prescribed Departmental Training/ Examinations.
4.	PMS(BS-20) as per detail at Schedule-II.	NIL		By promotion on the basis of selection-on-merit, from amongst PMS officers holding posts in BS-19 and having at least 17 years service against posts in BS-17 and above and have undergone Advance Training Course from NIPA or any other training course prescribed by Government.
5.	PMS(BS-21) as per detail at Schedule-II.	NIL		By promotion, on the basis of selection-on-merit from amongst PMS officers holding posts in BS-20 and having at least 22 years service against posts in BS-17 and above and have undergone Course from Pakistan Administrative Staff College/National Defence College or from any other training Institute prescribed by Government.

17. The Word Schedule-IV replaced by Schedule VII vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

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**SCHEDULE-II**

S.No.	Name of posts	Basic Scale	No. of posts	Total No.
1.	Chief Secretary	21/22	1	9
2.	Additional Chief Secretary.	21	2	
3.	Senior Member Board of Revenue.	21	1	
4.	Chairman Sarhad Development Authority	21	1	
5.	District Coordination Officer, City District	21	1	
6.	Secretaries, Chairman Governor's Inspection Team/Provincial Inspection Team.	21	3	
7.	Secretaries (Settled/FATA)	20	32	74
8.	Member Board of Revenue-I & II	20	2	
9.	Member, Governor's Inspection Team	20	1	
10.	Member, Provincial Inspection Team	20	1	
11.	Director Staff Training Institute	20	1	
12.	Member Public Service Commission	20	1	
13.	Member Service Tribunal	20	2	
14.	District Coordination Officer.	20	23	
15.	Presiding officer Revenue Appellate Court	20	2	
16.	Vice Chairman Provincial Economy Commission	20	1	
17.	Project Director National Urban Development Project.	20	1	
18.	Director (Finance) Sarhad Development Authority.	20	1	
19.	Managing Director, Small Industries Development Board.	20	1	
20.	General Manager(Finance & Admn.) Forest Development Corporation.	20	1	
21.	Director General cum-Secretary Provincial Earthquake Rehabilitation & Reconstruction Authority.	20	1	
22.	Director General Special Development Unit.	20	1	
23.	Projector Coordinator Provincial Management Unit.	20	1	
24.	Director General Community Infrastructure Project.	20	1	
25.	Additional Secretary	19	34	75
26.	Chief of Section	19	5	
27.	Member, Governor Inspection Team.	19	1	
28.	Member, Provincial Inspection Team	19	1	
29.	Executive District Officer(Finance & Planning)	19	24	
30.	Deputy Director, Provincial Services Academy	19	1	
31.	Presiding Officer Revenue Appellate Court	19	3	
32.	Director General, Prosecution.	19	1	
33.	Director Food.	19	1	
34.	Director, Civil Defence.	19	1	
35.	Registrar, Cooperative Societies.	19	1	
36.	Secretary Provincial Election Commission	19	1	
37.	Deputy Relief Commissioner	19	1	
38.	Political Agents.	18	7	171
39.	Settlement officers.	18	2	
40.	Secretary Public Service Commission.	18	1	
41.	Secretary Board of Revenue.	18	2	
42.	Director Land Record.	18	2	
43.	Administrator Afghan Refugees Organization	18	2	
44.	Deputy Secretary.	18	71	
45.	Assistant Chief, Planning & Development	18	8	
46.	Director Anti Corruption Establishment.	18	1	
47.	Deputy Director Staff Training Institute	18	2	
48.	District Officer (Revenue & Estate)	18	24	
49.	Assistant Coordination Officer.	18	24	
50.	District Officer (Finance)	18	24	

**ATTESTED**



S.No.	Name of posts	Basic Scale	No. of posts	Total No.
51.	Secretary Provincial Transport Authority.	18	1	
52.	Section Officer	17	200	478
53.	Assistant Political Agents.	17	25	
54.	Deputy District Officer (Revenue.)	17	50	
55.	Deputy District Officer (Judicial)	17	30	
56.	Human Resource Development Officer.	17	24	
57.	Secretary District Public Safety Commission	17	24	
58.	Deputy District Officer (Finance)	17	48	
59.	Tehsil Municipal Officer.	17	54	
60.	Secretary District Regional Transport Authority	17	24	
Total:				807

**Note**

- I. The share of other services of the Province in the Secretariat posts will be 10@ in BPS-17 to BS-19 on reciprocal basis which mean that the officers of PMS will also be entitled for posting against equivalent posts @ 10% as reserved for the officers of other services in Secretariat.
- II. The Government may reserve 20% of posts in BS-17 and above for deputation/training/leave.
- iii. <sup>18</sup>Government may resize the Schedule from time to time.

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**SCHEDULE - III**

The share for distribution between APUG & PMS Officers is as under:-

GRADE/BPS	APUG	PROVINCIAL OFFICERS.
B-21	65%	35%
B-20	60%	40%
B-19	50%	50%
B-18	40%	60%
B-17	25%	75%

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**<sup>19</sup>Schedule IV**

*Training Module for  
Provincial Management Service, <sup>20</sup>[Khyber Pakhtunkhwa] officers*

(52 weeks Training including five weeks for study tours)

Module 1:	Public Administration	(Three weeks)
Module 2:	Public Administration in Islam	(Two weeks)
Module 3:	Human Rights	(Two weeks)
Module 4:	Secretariat - Office Management	(Six weeks)

18. Note III added vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

19. Schedule IV added vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

<sup>20</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

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Module 5:	Financial Management & Planning	(Three weeks)
Module 6:	Development Economics	(Three weeks)
Module 7:	Project Management	(Three weeks)
Module 8:	Local Governments	(Six weeks)
Module 9:	FATAs administration	(Eight weeks)
Module 10:	E-Government	(Three weeks)
Module 11:	Revenue Administration	(Eight weeks)

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**Assignments**

Note: The duration of modules only indicates the time given to them five lectures per day of one hour each, five days a week. Ofcourse lectures on different modules will be clubbed together to make a daily regimen so that participants' interest is maintained.

- Module 1: Public Administration (Three weeks)**
- a) Decision making.
  - b) Communication
  - c) Time & Stress management.
  - d) Group dynamics – Team building
  - e) Organizational leadership
  - f) Managerial skills
  - g) Concept of public administration in Islam.
  - h) The essential characteristics of public administration in Pakistan.
  - i) Administration of Justice.
  - j) Separation of judiciary from executive.
  - k) Concept of police – magistracy.
  - l) Responsibilities for law & order in the changed scenario
  - m) Administration & development.
  - n) Role of bureaucracy under changed circumstances.
  - o) Crises management
  - p) Public Policy
  - q) Personnel Management
  - r) Accountability
  - s) Administrative Law
    - a. Introduction, definition of Public Administration
    - b. Nature and functions of Administration: Quasi-legislative, Quasi-judicial and pure Administration
    - c. Judicial check on administrative actions
    - d. Rules of Natural Justice: Minimum procedural requirements to be followed by administrative authorities
- Module 2: Public Administration in Islam (two weeks)**
- 1) *Ruboobiat-e-Khudawandi*
  - 2) *Risalat*
  - 3) The rights and duties of a citizen in an Islamic State
  - 4) Concept of *Adl* (Justice) in Islam
  - 5) Moral Values in Islam
  - 6) Concept of Administrative Accountability in Islam
  - 7) *Taqwa*
  - 8) Responsibility of Ruler in Islam
  - 9) Case study of governance practices of the Prophet and the four caliphs
  - 10) *Shariah* – Definition, Sources and Historical evaluation
  - 11) *Huddud – taazerat*
  - 12) Islamic Law of Evidence
  - 13) Islamic Law of Inheritance
  - 14) Islamic Legal Maxims
- Module 3: Human Rights (Two weeks)**
- 1) Fundamental Human Rights – An Islamic appraisal

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- 2) Human Rights – historical perspective
- 3) UN Charter and the Declaration of Human Rights
- 4) International Law with special reference to rights of:
  - (i) Prisoners of War
  - (ii) Refugees
  - (iii) Asylum Laws
- 5) Human rights and fundamental rights – comparative analysis
- 6) Provisions under Constitution of Pakistan
- 7) Rights of Women – A comparative view
- 8) Women Protection Act – analysis
- 9) Child bonded labour and human rights
- 10) Juvenile Laws
- 11) Jail Laws – An introduction

**Module 4: Secretariat - Office Management (Six weeks)**

- 1) Office Management – an Introduction
- 2) Organization & Method – significance in government business
- 3) Government of <sup>21</sup>[Khyber Pakhtunkhwa] Organogram – various Administrative, regulatory setups
- 4) Coordination mechanisms between administrative authorities, Departments, attached Departments and autonomous, semi-autonomous bodies
- 5) Charter of duties of different government departments – devolved and non-devolved with special Introduction to regulatory Departments – Finance, P&D, Law and Establishment
- 6) Role of Executive, Legislature and Judiciary
- 7) Establishment laws
  - i) Government of India Act, 1935
  - ii) Constitution of Pakistan – Historical analysis and important provisions
  - iii) <sup>22</sup>[Khyber Pakhtunkhwa] Civil Servants Act, 1973
  - iv) <sup>23</sup>[Khyber Pakhtunkhwa] Rules of Business, 1985
  - v) (Appointment, Promotion and Transfer) Rules, 1989
  - vi) Removal from Service Ordinance, 2000
  - vii) Manual of Secretariat Instructions, Appeal and Conduct Rules
  - viii) Court cases – time limitations and procedure
  - ix) Revised Leave Rules, 1981
  - x) Policies – Recruitment, Postings / Transfers, Deputation, Surplus Pool
  - xi) Performance Evaluation Reports – Rules and policy
  - xii) Delegation of Powers Rules
  - xiii) Anti Corruption laws – NAB Ordinance
  - xiv) PATA regulations and *Sharie Nizam-e-Adal* Regulations
  - xv) Relevant Sections of CrPC, CPC & PPC, *Qanoon-e-Shahadat*
  - xvi) Local and Special Laws
  - xvii) Judgement writing
  - xviii) Medical Jurisprudence
  - xix) Official Secrets Act

**Module 5: Financial Management & Planning (Three Weeks)**

- 1) Financial Provisions of 1973 Constitution
- 2) The National Finance Commission Award
- 3) National Economic Council
- 4) Budget (preparation, implementation & accounting)
- 5) Provincial and federal budget
- 6) Revenue receipt, expenditure and chart of classification
- 7) Private versus public finance
- 8) why do we borrow & what is default and re-scheduling of loans
- 9) Role of IMF, ADB & World Bank and its impact on our economy
- 10) Financial disciplines overview

<sup>21</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>22</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>23</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

- 11) Public finance & accountability
- 12) General principles / rules for handling cash by government servants
- 13) Financial Rules
- 14) Delegation of financial powers
- 15) Control over expenditure
- 16) Maintenance and reconciliation of accounts
- 17) Audit and settlement of audit objections / paras
- 18) The Public Accounts Committee (PAC)
- 19) The Departmental Accounts Committee (DAC)
- 20) Role of Auditor General and Accountant General
- 21) The Net Hydel Profit – <sup>24</sup>[Khyber Pakhtunkhwa]'s case in light of Arbitration Award

**Module 6: Development Economics (three weeks)**

- 1) Fundamental economic concepts and key terms.
- 2) Fiscal policy and public sector borrowing.
- 3) Sustainable development with special reference to Pakistan.
- 4) Issues in development planning
- 5) Participatory development strategies and techniques
- 6) Human resource development.
- 7) Issues in international trade and finance
- 8) Gender and development
- 9) Systematic approaches and rural planning.

**Module 7: Project Management (three weeks)**

- 1) Plan, programme and projects
- 2) Identification and valuation of costs and benefits
- 3) Cost effectiveness analysis
- 4) Monitoring of evaluation of development projects
- 5) Impact analysis
- 6) Network analysis – PERT / CPM for project management
- 7) Project concept and project cycle
- 8) PC-II, PC-I, PC-IV
- 9) Importance of project appraisal

**Module 8: Local Governments (six weeks)**

- 1) Introduction
- 2) History and rationale of LG system internationally
- 3) Leading local government systems in the world
- 4) History and rationale of Local Government system in Pakistan
- 5) Comparison of the three LG systems in Pakistan
- 6) Local Government Ordinance, Rules of Business and Laws
- 7) Three tiers i.e. District, Tehsil and Union Council
- 8) Powers of the Provincial & District Governments under the LGO
- 9) The non-devolved & devolved Departments
- 10) Local Government Commission
- 11) The District Nazim and the District Council – election, powers and functions
- 12) The Tehsil and the Union Council – election, powers and functions
- 13) Functions – DCO, EDO, TMO and Secretary Union Council
- 14) District Nazim and DCO – comparison of functions and responsibilities
- 15) Police in the Local Government – CCCP, DPO
- 16) The District Public Safety Commission
- 17) Citizens' Community Boards
- 18) Developmental Authorities

<sup>24</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

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- 19) The Provincial Finance Commission – Award to District Government
- 20) The relationship between province and districts – development schemes and law & order
- 21) Direct funding of development schemes by the Federal Government

**Module 9: FATAs administration (eight weeks)**

- 1) History and geography / topography of FATA
- 2) Constitutional Provisions regarding administration of FATA
- 3) FATA Administration – holistic view
- 4) Organogram and working of Civil Secretariat FATA and FDA
- 5) Frontier Crimes Regulations (FCR)
- 6) Maintenance of Law & Order
  - (a) Anti-narcotics and anti-smuggling
  - (b) Raids conducting
  - (c) Relationships of Political officers with Frontier Corps and other Law Enforcing Agencies
  - (d) Action against anti-social elements
- 7) Institution of Jirga
  - (a) Introduction
  - (b) Constitution and verdict of jirga
- 8) Appellate Courts
- 9) Powers of ADM/DM i.e. APA / PA
- 10) Selection, execution and monitoring of Development Schemes
  - (a) Capacity building of Political Offices as well as of the line Departments
  - (b) Methodology to ensure transparency
- 11) Role of elders / *maliks* / notables in tribal society
- 12) Tribal *Rivaj* (knowledge and practice)
- 13) Aptitude and personality of a Political Officer
- 14) Problems / Pressure Groups and their adept handling
  - (a) Intelligence Agencies
  - (b) Jurisdiction of High Court
  - (c) Media persons
  - (d) Political pressures / illegal approaches
- 15) Political development and social change – new challenges
- 16) Adult franchise and its effect on FATAs – non-Party election
- 17) Difference between FATAs, PATA and FRs
- 18) Relationships of Provl Govt and FATA – President's Order 1972

**Module 10: E-Government (Three weeks)**

- a) An introduction to Computer and Information Technology
- b) Office automation
  - i) MS Word
  - ii) MS Excel
  - iii) MS Power Point
  - iv) MS Access
- c) Introduction to cyberspace
  - i) The internet
  - ii) E-mail
- d) Introduction to computerization process
  - i) System Analysis
  - ii) System Design
  - iii) Management Information System (MIS)
- e) Model of paper-less office

**Module 11: Revenue Administration (eight weeks)**

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- 1) Basic *Patwar* code with special reference to Land Revenue Manual
- 2) Revenue Officers in Districts and Tehsils - their functions / powers under Land Revenue Act, 1967
- 3) Settlement of land and consolidation of Settlement Manual
- 4) Measurement demarcation assessment and establishment of survey / *khusra* numbers with special reference to *Khatta / Khatoni* etc
- 5) Pre-emption Law
- 6) Transfer of land on mutation as per Land Revenue Act 1967
- 7) Transfer of land / property under Registration Act, 1908
- 8) Revenue Court structure / jurisdiction - Role of Board of Revenue <sup>25</sup>[Khyber Pakhtunkhwa]
- 9) Land reforms and Martial Law Regulations
- 10) Settlement and Rehabilitation of Evacuee property and its management
- 11) Revenue Laws
  - i) Land Revenue Act, 1967
  - ii) Registration Act, 1908
  - iii) Settlement Manual
  - iv) Patwar Code
  - v) Land Record Manual
  - vi) Pre-emption Act
  - vii) Family Laws
  - viii) Law of inheritance

**Assignments:**

- Monthly:** Participants to be given a topic out of the module(s) studied in the last month to carry out research and analysis in shape of a paper.
- Quarterly:** Participants to be given a book and a topic for book review and mid-term paper respectively
- Term:** Participants to write a properly researched Term Paper on a topic given by the faculty.
- Misc:**
- Four case studies on Establishment matters would be prepared and conducted by the faculty
  - Two case studies on financial and planning matters would be prepared and conducted by the faculty
  - Two case studies on FATAs and Local Governments would be prepared and conducted by the faculty
  - A public speaking exercise / presentation would be arranged thrice in the duration of the Course where each participant addresses the class on a given topic
  - One group discussion at the end of every module would be conducted by faculty focussing on participants' comprehension of the topics of the module
  - An open house forum would be conducted by faculty each month for participants to provide feedback on modules as well as training methodology
  - A questionnaire would be filled by participants assessing the teaching skills of the faculty / guest speakers. The report on that would be submitted to the Government
- Study Tours**  
One week each (five tours) to Punjab & Sindh

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<sup>26</sup>Schedule V

<sup>25</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

<sup>26</sup> Schedule V added vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

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**ATTACHMENT / UNDER TRAINING PROGRAMME FOR PROVINCIAL MANAGEMENT SERVICE**  
<sup>27</sup>[Khyber Pakhtunkhwa]

(24 weeks)

Segment 1	Local Governments	3 weeks
Segment 2	Secretariat	3 weeks
Segment 3	FATAs	3 weeks
Segment 4	Revenue	7 weeks
Segment 5	Session Courts	3 weeks

Each segment would be followed by one week in the Provincial Services Academy for assessment purposes.

**Segment 1                      Local Governments                      (three weeks)**

The UTs will be assigned to the following five groups of offices in Districts:

- (i) District Coordination;
- (ii) Agriculture;
- (iii) Education & Health;
- (iv) Finance & Planning; and
- (v) Works & Services

**Objectives:**

- (i) To acquaint the UT with general field work, office work of the DCO, protocol arrangements, public regulations, civil defence, disaster management and tehsil administrations;
- (ii) To educate the UT towards understanding the district budget making, planning and financial processes
- (iii) To expose the UT to District Education and Health establishments and community development initiatives, both private and public funded;
- (iv) To acquaint them with the agriculture sector including agriculture (extension), on-farm water management etc
- (v) To educate the UT towards the balance between infrastructure development and its impact on environment
- (vi) To inculcate proper attitude in the UT with regard to interaction with the general public

***District Coordination***

Matters related to Coordination, Human Resource Management, Tehsil Administration and Civil Defence

***Agriculture***

Matters related to Agriculture (Extension), livestock, On Farm Management, Soil Conservation, Soil Fertility, Fisheries and Forests

***Education & Health***

Matters related to Schools, Technical Education, Special Education, Public Health, Child and Women Health, Population Welfare

***Finance & Planning***

Matters related to Finance & budget, accounts, planning and development, investment promotion

**(v) *Works & Services***

Matters related to District Roads and Buildings, Energy, Housing, Urban Planning

<sup>27</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

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**Focal Point**

The focal point of all these activities would be the District Coordination Officer. Each UT would be required to write two assignments containing critical and comprehensive views on working of these group of offices which will be evaluated by the PSA on return of the UT for one week at the end.

The focal point will then carry out one page assessment of each UT and forward the same to PSA Peshawar.

**Segment 2****Secretariat****(three weeks)**

In view of the limited duration of the attachment and keeping in view selective but comprehensive approach, Regulatory Departments have mostly been included in attachment, as under:

- (i) Establishment & Administration Department;
- (ii) Finance Department;
- (iii) Planning & Development Department;
- (iv) Home Department; and
- (v) Law, Parliamentary Affairs and Human Rights Department

**Objectives:**

- (i) To familiarize the UTs with the actual working of the Department, office procedure and other related issues;
- (ii) To acquaint the UTs with the diverse responsibilities, obligations and aspects of government activity with particular reference to administrative, financial, developmental, legal and law & order functions;
- (iii) To provide useful learning experience through actual involvement in practical work of which they may have theoretical knowledge but no practical skills;
- (iv) To expose the UTs to physical working environment in offices to inculcate the qualities of independent working and team work; and
- (v) To enable them to witness and imbibe proper attitudes during their practical phase by interacting with officials and officers of various ranks in a given environment.

**Attachment with Establishment & Administration Department**

Matters relating to:

- (i) Provincial Cabinet, Provincial Assembly
- (ii) Regulation
- (iii) Court Cases, Processing
- (iv) Performance Evaluation
- (v) Inquiries
- (vi) Working Papers, Summaries
- (vii) Protocol
- (viii) Transport
- (ix) Estate Office

**Attachment with Finance Department**

Matters relating to:

- (i) Public Accounts
- (ii) Management of Public Funds
- (iii) Preparation of Provincial Budget
- (iv) Re-appropriation
- (v) Audit of Receipt & Expenditure
- (vi) Local Fund Audit
- (vii) National Finance Commission, Provincial Finance Commission
- (viii) Sanctions & SNEs





**Attachment with Planning & Development Department**

Matters relating to:

- (i) Preparation of ADP
- (ii) Processing of Developmental Schemes
- (iii) PDWP, CDWP
- (iv) Foreign Aid
- (v) Technical Assistance
- (vi) Bureau of Statistics

**Attachment with Home Department**

- (i) Public order and security
- (ii) Administration of Justice / Public Prosecution
- (iii) Arms & Ammunitions
- (iv) Afghan Refugees
- (v) PATA
- (vi) Domicile / nationality certificates
- (vii) Crisis Management

**Attachment with Law Department**

- (i) Government legislation, Acts, Bills, Ordinances
- (ii) Advice to Government Departments
- (iii) Civil Law & procedure
- (iv) Advocate General office – appointment of AG, Government Pleaders, Special Councils
- (v) Vetting of laws and notifications

The focal point of all these activities would be the Additional Secretary Establishment of E&AD in consultation with the Additional Secretaries of each concerned Department. Each UT would be required to write two assignments containing critical and comprehensive views on working of each Department which will be evaluated by the PSA on return of the UT for one week at the end.

The focal point will then carry out one page assessment of each UT and forward the same to PSA Peshawar.

**Segment 3                      FATAs                      (three weeks)**

In view of the limited duration of the attachment and keeping in view complexity and vastness of the functions in FATAs the attachment would include:

- (i) Governor's Secretariat Peshawar
- (ii) Civil Secretariat FATA
- (iii) FATA Development Authority; and
- (iv) Agencies & FRs;

**Objectives:**

- (i) To familiarize the UTs with the channels of decision and communication in respect of Tribal Areas;
- (ii) To acquaint the UTs with the diverse responsibilities, obligations and aspects of government activity with particular reference to FCR, *Maliki system*, *riwaj*, Role of Jirga in civil and criminal cases, Role of Political Agent and Assistant Political Agent;
- (iii) To expose the UT to the working of the Civil Secretariat FATA, its grasp on the law & order in FATA
- (iv) To provide useful learning experience in developmental works in FATAs through the FDA;
- (v) To acquaint the UT in the system of justice in FATA

**Attachment with Governor's Secretariat**

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Matters relating to:

- (i) Governor's exercise of powers in cases relating to <sup>28</sup>[Khyber Pakhtunkhwa]
- (ii) Governor's exercise of powers in cases relating to FATAs and his role as Agent to the President
- (iii) *Jirgas* of tribal elders in Governor's House

**Attachment with Civil Secretariat FATA**

Matters relating to:

- (i) Law & Order
- (ii) Administration & Coordination
- (iii) Finances
- (iv) Health & Education setups in FATAs
- (v) Communications and Agriculture in FATAs
- (vi) Skill Development in FATAs

**Attachment with FATA Development Authority**

Matters relating to:

- (i) Preparation of ADP
- (ii) Processing of Developmental Schemes
- (iii) CDWP
- (iv) Foreign Aid
- (v) Technical Assistance
- (vi) Role of Army / FWO in execution of development schemes

**Attachment in Political Agencies / FRs**

- (i) FCR and its practical application
- (ii) *Jirga holding and Riway following*
- (iii) Collective responsibility concept and its application
- (iv) Law & order including relationship of various agencies including FC, Scouts and Khasadars
- (v) Development at Agency level
- (vi) System of justice
- (vii) Functions of Political Agent, APA, Tehsildar, Khasadar etc

**Focal Point:**

The focal point of all these activities would be the Additional Secretary Coordination and Administration, Civil Secretariat FATA in consultation with the FDA and Political Agents / DCOs of the Agencies and FRs concerned. Each UT would be required to write two assignments containing critical and comprehensive views on working of various organizations in FATA which will be evaluated by the PSA on return of the UT for one week at the end.

The focal point will then carry out one page assessment of each UT and forward the same to PSA Peshawar.

**Segment 4 Revenue (Seven weeks)**

The attachment includes both field work and Revenue Department attachment. It also includes disaster management. The broad fields of attachment are as under:

- (i) Revenue offices in Districts & Tehsils
- (ii) Revenue handling at the Board of Revenue
- (iii) Disaster Management and relief including compensation

<sup>28</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

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**Objectives:**

- (i) On ground training in settlement including preparation of revenue record
- (ii) UT to develop ability to independently inspect *Patwar's* work, Field *Kanoong's* work, Tehsil Office *Kanoong's* work etc
- (iii) To acquaint UT with adjudication of tenancy cases and partition cases
- (iv) To impart revenue field-training and hands on experience in preparing, monitoring and inspection of revenue documents and records
- (v) To enable the UT to understand the provincial disaster management strategy and the relief aspect of working of Revenue officials including damage assessment and compensation

**Attachment with Board of Revenue**

Matters relating to:

- (i) Revenue laws including Land Revenue Act 1967
- (ii) Revenue Courts structure including jurisdiction and role of Board of Revenue
- (iii) Adjudication of Appeals lying before the Senior Member
- (iv) Settlement and Rehabilitation of Evacuee property and its management

**Attachment with District Officer Revenue**

- (i) To introduce the UT to Revenue Settlement including preparation of revenue record
- (ii) To acquaint the UT, with independent inspection of Patwari's work, Field Kanoongo's work, Tehsil Office Kanoongo's work etc
- (iii) To acquaint UT with adjudication of tenancy cases and partition cases
- (iv) To impart revenue field-training and hands on experience in preparing, monitoring and inspection of revenue documents and records
- (v) Measurement demarcation assessment and establishment of survey / *khusra* numbers with special reference to *khatta / khatoni*
- (vi) To introduce the UT to mode and procedure for transfer of land and property under Registration Act, 1908
- (vii) Acquisition of land under the Land Acquisition Act, 1894

**Attachment with Provincial Relief Commissioner**

- (i) Role of PRC in disaster management – disaster management strategy of the Provincial Government
- (ii) Damage assessment – life, property and crops – declaration of calamity hit areas
- (iii) Calculation of compensation and its dispensation to the affectees
- (iv) Role and support of federal government in disasters / crisis
- (v) Case study of the earthquake of Oct 2005

**Focal Point:**

The focal point of all these activities would be the Secretary Board of Revenue in consultation with the DORs of the Districts concerned and the Deputy Relief Commissioner <sup>29</sup>[Khyber Pakhtunkhwa]. Each UT would be required to write two assignments containing critical and comprehensive views on methodology and procedure of various revenue related functions which will be evaluated by the PSA on return of the UT for one week at the end.

<sup>29</sup> Subs. by Khyber Pakhtunkhwa Act No. IV of 2011.

The focal point will then carry out one page assessment of each UT and forward the same to PSA Peshawar.

**Segment 5 Court affairs (three weeks)**

- (iv) The attachment includes observance of court work at Sessions and subordinate levels.

**Objectives:**

To acquaint the Under Training officers with Court work and the delineation of judiciary from the executive.

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**<sup>30</sup> Schedule VI**  
**Departmental Examination**

Last week of Training will also include written examination and finalization of marks based on the following outline:

Written Test (Modules plus UTship)	50 Marks
Various Assignments during Training	30 Marks
Reports / Exercises during UTship	20 Marks
Total	100 Marks

**Note:**

Passing marks	50 Marks
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**<sup>31</sup> SCHEDULE - VII<sup>32</sup>**

The Syllabus and standard for the Competitive Examination for the Provincial Management Service shall be as under :

1. The Examination shall include compulsory and optional subjects, and every candidate shall take all the compulsory subjects and opt for three of the optional subjects carrying 600 marks in all but not more than 200 marks from a single group.
2. A candidate shall answer the language papers in the language concerned. The question paper in Islamiat is to be answered in Urdu or English. All other papers must be answered in English. Violation of this instruction shall incur cancellation of the concerned paper(s) and consequently award of Zero.
3. The compulsory and optional subjects and maximum marks fixed for each subject shall be as below:

<b>COMPULSORY SUBJECTS</b>		
<b>Sr. No.</b>	<b>Subjects</b>	<b>Maximum Marks</b>
<b>1</b>	<b>English (Précis &amp; Composition)</b>	<b>100</b>
<b>2</b>	<b>English Essay</b>	<b>100</b>
<b>3</b>	<b>General Knowledge</b>	

<sup>30</sup> Schedule VI added vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 12.11.2007

<sup>31</sup> Schedule IV re-numbered as Schedule-VII vide Establishment Department Notification No. SOE-III. (E&AD)3-5/2007/(PMS) Dated 12.11.2007

<sup>32</sup> Schedule VII revised vide Establishment Department Notification No. SOE-III(E&AD)3-5/2007/(PMS) Dated 24.11.2007

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	(a) Current Affairs	100	
	(b) Every Science	100	300
	(c) Pakistan Affairs	100	
4	Islamiat		100
5	Viva Voce		300
	<b>Total</b>		<b>900</b>

The non-Muslim candidates will have the option to take Islamiat as a compulsory subject or otherwise Pakistan Affairs (General Knowledge Paper-III) will be treated of 200 marks and counted in lieu of Islamiat.

A candidate who fails to appear in any of the compulsory paper will not be allowed to appear in the remaining papers of the examination.

No candidate shall be summoned for Viva voce test unless he has obtained at least 33 percent marks in each optional paper, 40% in the each compulsory paper and 50% marks in the aggregate of the written portion of the Examination.

No candidate shall be considered to have qualified the examination unless he also obtains at least 40% marks in Viva voce. Failure in or absence from Viva Voce shall mean that the candidate has failed to qualify for appointment and his name will not be included in the merit list.

#### **OPTIONAL SUBJECTS**

The candidates are required to select optional subjects carrying a total of 600 marks, but not more than 200 marks from a single group (The grouping of optional subjects are as under):

Rules	Subjects (Code No.)	Subjects	Marks
<b>Note: Business Administration Cannot be opted in combination with Public Administration</b>	5	Accountancy & Auditing	200
	6	Economics	200
	7	Business Administration	100
	8	Public Administration	100
<b>Group 1</b>			
<b>Group 2</b>	9	Political Science	200
	10	Agriculture	100
	11	Forestry	100
	12	Sociology	100
	13	Journalism	100
<b>Group 3</b>	14	Pure Mathematics	200
	15	Applied Mathematics	200
	16	Computer Science	100
	17	Statistics	100
<b>Group 4</b>	18	Physics	200
	19	Geology	200
	20	Geography	200
	21	Chemistry	200
	22	Botany	200
23	Zoology	200	
<b>Group 5</b>	24	Islamic History & Culture	200
	25	History of Pakistan & India	200
	26	British History	200
	27	European History	200
	28	History of the U.S.A.	100

<b>Note: International Law cannot be opted in combination with International Relations:</b>	29	<b>Law</b>	<b>200</b>
	30		
	31		
	32		
	33		
<b>Group 6</b>	34	<b>Constitutional Law</b>	<b>100</b>
<b>Group 7</b>	35	<b>Philosophy</b>	<b>200</b>
	36		
<b>Group 8</b>	37	<b>Psychology including experimental Psychology</b>	<b>200</b>
	38		
	39		
	40		
	41		

**Provincial Management Service Competitive Examination  
(Guidelines of the Syllabus)**

N.B – The topics mentioned under each subject are only indicative and not exhaustive of the field covered by that subject. The candidate should study the whole subject with the help of relevant books.

**1. ESSAY (COMPULSORY)**

Total Marks – 100

Candidates will be required to write one or more essays in English. A wide choice of subjects will be given.

**2. ENGLISH (PRÉCIS & COMPOSITION)  
Compulsory**

Total Marks – 100

The examination will be based upon a paper carrying 100 marks and will be geared to test the candidates' ability to handle grammatical structure, reading comprehension and analysis and précis writing and composition.

A candidate should be capable of:

- Using English correctly and efficiently as a vehicle of communication.
- Reading, comprehending and analyzing advanced texts

Grammar and Vocabulary

The candidate's ability to handle the structure of English will be tested by framing items based upon grammatical categories that usually create problems for foreign students. There shall be no prescribed course for this purpose.

Reading Comprehension and Analysis

Two unseen passages shall be given with a fixed reading time and multiple choice questions would be placed at the end to be answered. The passage for comprehension shall be fairly technical. The passages would be selected from writings on economic, social, cultural subjects and international affairs.

Précis Writing

The candidates will be required to present an acceptable précis of a given passage. The unseen passage will be selected from current, economic, social, cultural and international affairs.

**3. GENERAL KNOWLEDGE**

Total Marks – 300

**Paper I**

**ATTESTED**

**Every Day Science (Compulsory)**

Marks – 100

## 1. Introduction

Nature of Science: Brief History of Science with special reference to contribution of Muslims in the evolution and development of science. Impact of Science on society

## 2. The Physical Sciences

- (a) Constituents and Structure:- Universe, Galaxy, Solar system, Sun, Earth, Minerals
- (b) Processes of Nature:- Solar and Lunar Eclipses; Day and Night and their variation;
- (c) Energy :- Sources and resources of Energy, Energy conservation;
- (i) Ceramics, Plastics, Semiconductors;
- (ii) Radio, Television, Telephones, Camera, Laser, Microscope
- (iii) Computers, Satellites;
- (iv) Antibiotics, Vaccines, Fertilizers, Pesticides

## 3. Biological Sciences

- (i) The basis of life – the cell, chromosomes, genes, nucleic acids
- (ii) The building blocks – proteins, hormones and other nutrients: Concept of balanced diet, Metabolism
- (iii) Survey of Plant and Animal Kingdom – a brief survey of plant and animal kingdom to pinpoint similarities and diversities in nature
- (iv) The Human body – a brief account of human Physiology and Human behaviour

**Paper II****Current Affairs (Compulsory)**

Marks – 100

Candidates will be expected to display such general knowledge of History, Geography and Politics as is necessary to interpret current affairs

1. Pakistan's relations with its neighbours
2. Pakistan's relations with Middle Eastern, African and Far Eastern Countries
3. Pakistan's relations with big powers
4. International Economic Issues and Pakistan
5. Pakistan's role in regional and international organizations
6. Nuclear politics in South Asia
7. Structure of Pakistan's economy, economic planning and development strategies
8. central issues and problems in the Educational Systems
9. Issues in Pakistan Politics
10. Superpowers and the issues of World Order
11. Major Contemporary Crisis
12. Major Economic, Social and Political issues of the world as reflected and discussed in periodicals and newspapers

**Paper III****Pakistan Affairs (Compulsory)**

Marks – 100

1. Evolution and growth of Muslim society in the Sub-continent
2. Ideology of Pakistan – Definition and elucidation, historical aspects: Muslim rule in the sub-continent, its downfall and efforts of Renaissance. Movements for reforms – Sheikh Ahmad Sarhindi, Shah Waliullah, Aligarh, Deoband, Nadwah, Anjuman Hamiat-e-Islam and other Educational institutions – Sind Madrassah and Islamia College Peshawar. Ideology of Pakistan in the light of speeches and sayings of Allama Iqbal and Quaid-e-Azam.
3. Pakistan Movement – historical developments, important events, role of various individuals, communities and groups.
4. Political Developments in Pakistan since 1947 and efforts for promulgation of Islamic system
5. Land and People of Pakistan – Geography, Society, Natural resources, Agriculture, Industry, Education with reference to characteristics, trends and problems

**4. ISLAMIAT (COMPULSORY)**

Total marks – 100

1. Basic problems of human life and their solutions, various sources of knowledge – revelation (Wahy) as source of knowledge and solution of human problems. Divinity and Supremacy of wahy
2. Need of Religion and its role in human life, Islam and other religions
3. Islam: Its concepts and meanings, Deen and Mazhab, Islamic concepts of universe and humanity, place of Humanity in Islam, man as Vicegerent of Allah, Chief Characteristics of Islamic Ideology
4. Fundamental beliefs and practices of Islam
  - (a) Tauheed (Unity of Allah), Risalat (Finality of Prophet hood), Akhirat (Day of Judgment)
  - (b) Salat, Soum, Zakat, Hajj, Jihad
5. Islamic way of life
  - (i) Sources of Shariah: The Quran, Sunnah, Ijma (Consensus), Qiyas and Ijtihad (Reasoning)
  - (ii) Social system in Islam: Responsibilities and mutual relationship of members of family, separate role of man and woman in an Islamic social setup, concept of women's freedom in Islam, responsibilities of man and woman in character-building of new generation
  - (iii) Morality in Islam: Concept of morality, relationship of morality and Faith, Islamic principles and methods of character building, Moral values in Islam
  - (iv) Islamic political system: - Legislative system, Judicial system
  - (v) Muslim ummah: Role and objectives of Muslim Ummah
6. Quranic Ayat and their translation

Following last 10 surrahs of the Holy Quran and their translations:-

1. Surrah Al-Feel
2. Surrah Al-Quresh
3. Surrah Al-Mamoon
4. Surrah Al-Kausar
5. Surrah Al-Kafaroon
6. Surrah Al-Nasr
7. Surrah Al-Lahhab
8. Surrah Al-Akhlas
9. Surrah Al-Falak
10. Surrah An-Nas

## 5. ACCOUNTANCY AND AUDITING

Total Marks – 200

### Paper I

Marks – 100

Accounting: Principles of accounting and their applications to all types of Business Organizations – Banking, Insurance, Investment, Trading and Industrial Concerns, Accounting for non-profit Organizations, Work-Sheet, Financial Statements, Financial Reporting, Financial Analysis And Budgeting, Depreciation, Partnership

Note:- Accounting for Executors, Trustees Of Deceased Persons, Liquidators, Receivers, Official Agencies, Assignees etc; and accounting for Multinational Corporation will not be included

### Paper II

Marks – 100

Cost Accounting: Principles of cost accounting, relationship of Cost Accounting To Financial Accounting, Cost Accounting as a tool of management – use of cost information, Cost Flow, Cost Elements, Costs Classification, Process Cost And Job – Order Cost Accounting, Costing For Joint and by-products; Standard Cost Accounting, reconciliation of Financial Accounts with Cost Accounts

Auditing: Principles of Auditing, The Accounting System, Its importance to Independent Audit, Internal Control, Internal Audit, Rights and Duties of Auditors, Professional liabilities of an Auditor, Application of Auditing Principles and Techniques to all types of Trading, Commercial, Industrial, Banking, Insurance and Investment undertakings. Audit programme, Special Audit Investigation of actual or suspected Frauds, Limitations Of Audit, Audit Report, Certificates and Opinion as required under Companies Act, Securities Exchange Authority Rules, Auditing and EDP Systems

Income Tax: Principles for Computing total income and total world income for the purposes of Income Tax, Self Assessment.

ATTESTED



Specialized knowledge of Income Tax will not be expected. Candidates will be required to have a sound grasp of the provisions of Section 10 of the Income Tax Act and a working knowledge – only of Sections 9(1), 15, 16(1), 17(1), 19(1),(2),(a), 30(1) & (2), 31(1) 11 No. Schedule (Item No. 66 & 71 to 75) 39(1) & (a) 49, 69 (4) 12 (11). 1<sup>st</sup> Schedule 53(1), 55(1), 56, 61, 59(1), 60, 62, 68, 12(2) and the connected rules of the Income Tax Ordinance 1979 as amended to date.

Business Organization and Finance: Nature and scope of Business Organization, Forms of Business Organization – Sole Proprietorship, Partnership, Joint Stock Company, Cooperative Society, Company Promotion and Management, Insurance, Business Combinations, Principles Of Business Finance – Short Term, Intermediate Terms and Long Term Financing, Expansion and Contraction, Ratio Analysis – Sources and Flow Statement, Role of Financial Institutions

## 6. AGRICULTURE

Total Marks – 100

- (a) Natural Resources (Land, Water, Biological, Environmental, Solar and Energy) as bases for agricultural production. Agriculture as integrated system of components like Crops, Livestock, Fisheries, Forestry, Range Management, Socio-Economics etc. Role of research and newer technologies in current and future agriculture in Pakistan.
- (b) Elements of climate and their relationship with crop growth, Factors of soil, Soil formation and development of Soil profile, Soil texture and structure and their management, Soil fertility and fertilizer requirement of various soils and crops, Role of organic matter in soil, Water requirement of crops and water use efficiency, Cropping pattern and crop relations, Systems and types of farming; Nature, formation and reclamation of salt affected and water-logged soil, Soil erosion and conservation
- (c) Physiology of growth and development, growth curves, growth regions, RGR, NAR and LAR in relation to biomass production, Seed growth and assimilate partitioning, Harvest Index, Photoperiodic and thermo periodic responses of crop plants, photorespiration, Nitrogen fixation, Nitrogen cycle, factors affecting biological N-fixation
- (d) The modern concept of genetics, gene and gene function, application of genetics for the improvement of crops
- (e) Modern concept of Horticulture industry, Plant propagation, Major management and breeding problems in fruits and vegetables
- (f) Pests and diseases in agricultural crops, Principles and methods of pest and disease control, Pesticides – their application and action. Modern concept and principles of insect pest management
- (g) Role of agriculture in the national economy. Agriculture mechanization. Land tenure and Land reforms. Population problems of rural Pakistan. Major issues in agriculture and agricultural development in Pakistan.

## 7. APPLIED MATHEMATICS

Total Marks – 200

### Paper I

Marks – 100

Candidates will be asked to attempt any two questions from Section A and any three questions from Section B

#### Section A

Vector: Analysis: Vector algebra; scalar and vector product of two or more vectors, function of a scalar variable, Gradient, divergence and curl, Expansion formulae, curvilinear coordinates. Expansion for gradient, divergence and curl in orthogonal curvilinear coordinates, line, surface and volume integrals, Green's, Stoke's and Gauss's theorems

Statistics: Composition and resolution of forces, Parallel forces and couples, Equilibrium and a system of coplanar forces, centre of mass and centre of gravity of a system of particles and rigid bodies, Friction, principle of virtual work and its applications, equilibrium of forces in three dimensions

#### Section B

Dynamics: Tangential, normal, radial and transverse components of velocity and acceleration, rectilinear motion with constant and variable acceleration, Simple Harmonic Motion, Work, Power and Energy,

Conservative forces and principles of energy, principles of linear and angular momentum, Motion of a projectile, ranges on horizontal and inclined planes, Parabola of safety, Motion under central forces, Apse and apsidal distances, Planetary orbits, Kepler's law, Moments and products of inertia of particles and rigid bodies, kinetic energy and angular momentum of a rigid body, Motion of rigid bodies, Compound pendulum, Impulsive motion, collision of two spheres and coefficient of restitution.

### Part II

Marks - 100

Candidates will be asked to attempt any two questions from Section A, one question from Section B and two questions from Section C.

#### Section A

Differential Equations: Linear differential equations with constant and variable coefficients, Non-linear equations, Systems of equations, Variations of parameters and the power series method. Formation of partial differential equations, Types of integrals of partial differential equations, Partial differential equations of first order, Partial differential equations with constant coefficients, Monge's method, Classification of partial differential equations of second order, Laplace's equation and its boundary value problems, standard solution of wave equation and equation of heat induction.

#### Section B

Tensor: Definition of tensors as invariant quantities. Coordinate transformations, Contra variant and covariant laws of transformation of the components of tensors, addition and multiplication of tensors, contracts and inner product of tensors, The Kronecker delta and Levi-Civita symbol, the metric tensor in Cartesian, polar and other coordinates, covariant derivatives and the Christoffel symbols, The gradient, divergence and curl operators in tensor notation.

#### Section C

Elements of Numeric Analysis: Solution of non-linear equations, use of  $x = g(x)$  form, Newton Raphson method, Solution of system of linear equations, Jacobi and Gauss-Seidel method, Numerical Integration, Trapezoidal and Simpson's re?? Regula Falsi and iterative method for solving non-linear equation with convergence, Linear and Lagrange interpolation, graphical solution of linear programming problems.

### 8. ARABIC

Total Marks - 200

#### Paper I

Marks - 100

1. The Pre-Islamic Arabic Literature
2. The Quran, its language, contents and style, its influence on the subsequent literature
3. Quranic semantics and etymology with special reference to Ibn Manzoor's Lisan al'Arab and Raghib al-Asfahani's Mufradat fi Gharib al-Quran
4. Literary history and literary criticism - literary movements, classical background, socio-cultural influences and modern trends, origin and development of modern literary genres, including drama, novel, short story, essay
5. Contribution of Arabs in the fields of science, philosophy and linguistics with special reference to views of Ibn Khaldun, Al Bairuni, al-Jahiz, Ibn Maskawaih, Ibn Maja; Al-Kasai and Sebawaih.
6. A short introduction to Pakistan Arabic literature in the fields of prose and poetry.
7. The contemporary Arabic literature in Egypt, Lebanon and Iraq with special emphasis on the literature of al-Mahjer and its outstanding representatives such as Jabran Khalil Jabran, Ilia Abu Mehdi, Mekhail Naeema and Umer Abu Risha
8. A short Essay in Arabic

This paper will require first hand reading of the texts prescribed and will be designed to test the candidates' critical ability

#### Paper II

Marks - 100

ATTESTED



**Poetry**

1. Imarul Qais: His Maullaqah – "Qifaa Nabki mim Zakraa Habibin Wa Manzih" (complete)
2. Zohar Bin Abi Sulma: His Maullaqah – "A Min Umma Afaa Dimnatun Lam Takalami" (complete)
3. Hassan Bin Tabit: The following five Qasaid from his Daiwan: "Lillahi Darru Kaaba ----- Nadamtuhum"
4. Labeed: Aftiddiyaru Mahalluha Wa Maqammuha Mahmud Timur: Story "Ammi Mutawalli"
5. Taufiq AL-Hakim : Dramas: Sirrul Muhtahiraa from his Book "Masra-Hiyaatu Jufiqal Hakim"
6. Dr. Raza M.N Ehsan Elahie: Nafais al-Adab , [PUBA (Hon) Course]
7. Dr Jalal-al-Khayyat and others: Jarikh-ul-Abad-il-Arabi-il-Hadith
8. Dr Taha Hussain: Hadith al-Arabia
9. Isa an-Na'uri: Adab al-Mahjer
10. George Saidah: Adabuna wal-Udaba fi Adab al-Mahjer
11. Dr De Boer: The history of philosophy in Islam

Note: Candidates will be required to answer some questions carrying not less than 25 % marks in Arabic also.

**9. BOTANY**

Total Marks – 200

**Paper I**

Marks – 100

1. Thallophytes
  - a. Phycology: Origin, evolution, distribution and classification with reference to range, structure, life history, ecology and economic importance of the main groups of algae
  - b. Mycology and Plant Pathology Structure, development reproduction, classification, phylogeny, physiology and economic importance of the main groups of fungi, Diseases of economic importance and general principles of their control
2. Bryology: Evolution of gametophytes and Sporophytes
3. Pteridophyta and Gymnosperms: General structure, life history and evolutionary tendencies, Ontogeny and structure of seed
4. Anatomy and Embryology: Primary and secondary issues, Meristems, tissue differentiation, normal and abnormal secondary growth, anatomy of leaf, stem and root, micro and megasporogenesis, pollination mechanism, fertilization, development of embryo and endosperm, seed dispersal
5. Taxonomy of Angiosperms: Systems of classification, Rules of botanical nomenclature, Concepts of speciation, introduction to modern trends in plant taxonomy, Bio-systematics, chemotaxonomy and numerical taxonomy

**Paper II**

Marks – 100

1. Plant physiology: Plant water relations, osmotic quantities, absorptions, transpiration, role of essential mineral elements, their uptake and distribution, growth and development, plant hormones, photoperiodism, vernalization, Dormancy and Seed germination. Biochemistry of carbohydrates, proteins and fats with reference to plants. Enzymes, plant pigments, photophosphorelation, path of carbon in photosynthesis, oxidative phosphorelation (respiration), nitrogen and fat metabolism
2. Ecology: Influence of climatic, edaphic and biotic factors on plant growth, Sampling techniques, Major formations in relation to climatic zones, Concepts of ecosystems and their productivity, Ecological energetics, efficiency, pyramids, food chains and trophic levels
3. salinity and water logging in Pakistan, causes, reclamation, soil erosion, methods of control and conservation, pollution and conservation of natural resources
4. Cytology: Detailed study of ultra structure of cell. Mitosis and meiosis. Significance of meiosis
5. Genetics:
  - (a) Mendalian Genetics, Linkage, Crossing over, sex linked genes, lethals, balanced lethals, mutation, polyploidy
  - (b) Biochemical Genetics: Bi-chemical nature of hereditary material, genetic code, Fine Structure of gene, transduction and transformation
6. Evolution: Theories of evolution, Neo-Darwinism, Neo-Lamarckism, Adaptive Mutations

**10. BRITISH HISTORY**

British History - The history of the British Isles and of the British Empire and Commonwealth

**Paper I**

Marks - 100

**From 1688 to 1850****Paper II**

Marks - 100

**From 1850 to the present day**

Note: - Credit will be given in both the papers, not only for precise presentation of facts, but also for sound critical judgment.

**11. BUSINESS ADMINISTRATION**

Total Marks - 100

Candidates will be asked to attempt total Five questions. They will attempt at least one question (out of two) from each part. Short note within the question (without choice) can also be given

**Part I**

Management

1. Nature and scope of Management - Different Schools of thought
2. Planning - Planning process, planning tools, Change Management
3. Organization - Type of Organization, Theory of Organization, Group dynamics, staffing
4. Actuating - Leading, approaches to Leadership - Coordinating, communicating, motivating
5. Controlling - Budgetary control, Budgetary process

**Part II**

Principles of Marketing

1. An overview of Marketing
2. Marketing's role in Society and inside a Firm
3. Environment of Marketing
4. Strategic Planning and Marketing
5. Marketing Mix i.e. product, Pricing, place (Distribution, Channels), Wholesaling, Retailing, Sales Promotion (Advertising, Public Relations)
6. Global Marketing

**Part III**

Financial Management

1. Nature and scope of Financial Management
2. Interpretation of Financial Statement - Ratio Analysis, Trend Analysis - Common Size Analysis
3. Time Value of Money - Concept of TVM, Net Present Value, Pay Back Period, Internal rate of return
4. Working Capital Management - Cash Management, Receivable Management, Inventory Management
5. Portfolio Management - Types of Investment, Financial Securities, Diversification Of Risk
6. Accounting - Accounting cycles, preparation of Financial Statements, Balance Sheet, Income Statement

**12. CHEMISTRY**

Total Marks - 200

**Paper I**

Marks - 100

1. Atomic structure - Quantum theory, Schrodinger equation, Particle in box, hydrogen atom, hydrogen molecule, hydrogen molecule, Theories of hydrogen and metallic bonding

ATTACHED

2. Electrochemistry – Ionic equilibria, theory of strong electrolytes, Debye-Huckel theory of activity coefficients, galvanic cells, membrane equilibria and fuel cells. Theories of Acids and Bases, glass electrode, measurement of pH, electrolysis, over voltage and corrosion
3. Thermodynamics – First law of Thermodynamics, internal energy, enthalpy functions, thermochemistry, Entropy and second law of thermodynamics. Free energy and chemical equilibrium
4. Chemistry of the following Elements – Oxygen, Carbon, Chlorine, Silicon, Nitrogen, Phosphorus
5. Metallurgy of the following Elements - Copper, Aluminum, Iron and Silver
6. Inorganic Chemical Industries – Sulphuric Acid, Fixation of Nitrogen, Chemical Fertilizers, Semi-conductivity devices, Cement, Glass and Ceramics
7. Chemistry of transition Elements – General characteristics of the group based on the electronic configuration of elements, complex compounds, nature of coordinate bond, historical development, applications of Valence Bond, molecular orbital and Crystal Field theories to explain the structures of the Complex Compounds
8. Pollution – water, air

### Paper II

Marks – 100

1. Theory of chemical bonding – Elements of Valence bond and molecular orbital theories (idea of bonding, non-bonding and anti-bonding orbitals), Sigma and Pi bonds. Hybridization, Shape of molecules
2. Chemical kinetics – Rate law and its determination Order of reaction, Experimental methods, Temperature Dependence of rate constants, study of mechanism of a few selected reactions (1<sup>st</sup> and 2<sup>nd</sup> under reaction only)
3. Surface chemistry and catalysis – Physical adsorption and chemisorptions, surface area determination, homogeneous and heterogeneous catalysis, acid-base and enzyme catalysis
4. Physical organic chemistry – elements of organic reaction mechanism, optical and geometric isomerism, conformational analysis, resonance. H-Bond and its effects on the properties of organic compound
5. Organic halogen Compounds – Types and synthetic application. Grignard reagents.
6. Chemistry of Carbonyl compounds – Types of Carbonyl compounds, preparation and reactions of Aldehydes and ketones
7. Aromatic chemistry – structure of Benzene with particular reference to mechanism of Electrophilic Substitution reactions
8. Organic Nitrogen compounds – Diazonium salts and their synthetic applications; preparation and reaction of aromatic amino compounds, introduction of the study of Dyes with particular reference to Azodyes
9. Chemistry of natural products – Elementary study of Carbohydrates, oils and fats, alkaloids and vitamins
10. Industrial organic Chemistry – Organic polymers, fermentation processes including preparation of anti-biotics, petro-chemical industry

### 13. COMPUTER SCIENCE

Total Marks – 100

Candidates will be asked to attempt total five questions. They will attempt at least one question from each section. Each question will carry 20 marks.

#### Section A

Computer Architecture: Introduction to modern machine Architecture, Storage Hierarchy, Main / Virtual / Cache / Secondary memory, CPU, ALU, Peripheral communication, designing of instruction set, stored programme concept, introduction to parallel computing, SIMD / MIMD

Operating system: Functions / Types of operating systems, Processes, Interprocesses, Communication / Synchronization / Coordination, Process Scheduling Policies, Virtual Memory Management Techniques, Paging / Segmentation, File Management Systems

Computer Networks: LAN / WAN / MAN, communication channels, internetworking, internet, network layer structure, ISO Internet Protocol, OSI / TCP / IP reference model

### Section B

Structured and Object Oriented Programming

Basics of C/C++ environment, memory concepts, operators, control structures, selection structures, Array & functions / methods, classes & data abstractions, inheritance and polymorphism

Data Structures and Algorithms

Pseudo language, functions, iteration, recursion, time / complexity analysis, stacks queue, hashing, linked list, searching, sequential, binary, sorting algorithms, graphic algorithms, tree algorithms, trees, ADTs, implementation using structured / object oriented languages

Software Engineering

Introduction to software engineering, software life cycle, software design methodologies, structured / object oriented, software documentation and management, introduction to CASE tools

### Section C

Database Management

Data, Models, E R Models, Relational Database concepts, SQL normalization, Database Design

Web Programming

HTML, CGI, PERL, JAVA, Applet / Script, WWW, Web based interface design

Computer Graphics

Fundamentals of input, display and hard copy devices, scan conversion of geometric primitives, 2D and 3D geometric transformations, clipping and windowing, scene modeling and animation, algorithms for visible and surface determination

## 14. CONSTITUTIONAL LAW

Total Marks – 100

Constitutional law – Principles of constitutional law with special reference to United Kingdom, United States of America, France, former Union of Soviet Socialist Republic, Pakistan and India

## 15. ECONOMICS

Total Marks – 100

### Paper I

Marks – 100

1. Micro Economics: Consumer Behaviour, Determination of market demand and supply, theory of the Firm, producer's equilibrium pricing of the factors of production
2. Macro Economics: Basic economic concepts, National Income Accounting, consumption function and multiplier, determination of equilibrium level of income and output, inflation
3. Money and banking: Functions of money, Quantity Theory of money, the Fisher and Cambridge Formulations, systems of note issue, credit creation, functions and central banks, instruments of credit control, Theory of Liquidity Preference
4. Public Financing: Government expenditure, sources of government revenue, types of taxes, incidence of different taxes, public debt, objectives, methods of repayment, deficit financing

**ATTESTED**

5. International Trade: Theory of comparative cost, arguments for protection, balance of payments, international liquidity, international money and banking institutions

### Paper II

Pakistan's Economy

Marks - 100

1. Definition and measurement of development, characteristics of under development, rethinking on the concept of development, Growth vs. Redistributive Justice, absolute and relative poverty, basic needs approach
2. Planning experience of Pakistan: A critical evaluation of the strategy of economic planning
3. Agricultural development in Pakistan: Changes in agriculture policies over plan periods, major monetary and fiscal measures to promote agricultural development, Green Revolution strategy and its implications for growth and redistribution, Land Reforms and changes in the tenure system 1950 - 1980, Cooperative Farming
4. Industrial development in Pakistan: Early industrialization strategy, creation of Financial and Development Institutions, major monetary and fiscal measures to promote industrial development, changing role of public sector over the plan periods, evaluation of nationalization policy, concentration of industrial income and wealth
5. Role of foreign trade and aid in economic development. Trends of Pakistan's Balance of Payments, changes in direction of trade, trends in Pakistan's major exports and imports, causes of significant changes in the trends, the role of migration and remittances in Pakistan's economy, costs and benefits of Foreign Aid
6. Privatization, denationalization and deregulation, conceptual and operational aspects, international comparisons

## 16. ENGLISH LITERATURE

Total Marks - 200

### Paper I

Detailed study of a literary age (19<sup>th</sup> Century)

Marks - 100

The paper will cover the study of English literature from 1798 to 1900 with special reference to the works of: W. Blake, Wordsworth, Shelly, Keats, Byron, Charles Lamb, Dickens, Tennyson, Robert Browning, Hardy, George Elliot, J.S. Mill, Ruskin and Oscar Wilde. Evidence of first hand reading will be required. The paper will be designed to test not only the candidates' knowledge of the prescribed authors but also their understanding of the main literary trends during the period. Questions having a bearing on the social and cultural background of the Period also be included.

### Part II

Marks - 100

The paper will require first hand knowledge of the text prescribed as well as general awareness of the authors' major works and will be designed to test the candidates' critical ability

- |    |                   |   |
|----|-------------------|---|
| 1  | Shakespeare       | Hamlet  |
| 2  | Swift             | Gulliver's Travels  |
| 3  | Jane Austin       | Pride and Prejudice   |
| 4  | Shaw              | Pygmalion   |
| 5  | Yeats             | The Second Coming, Sailing to Byzantium, Among School Children  |
| 6  | T.S. Eliot        | The Waste Land  |
| 7  | D.H. Lawrence     | Sons & Lovers   |
| 8  | Earnest Hemingway | Old Man & The Sea   |
| 9  | Samuel Backet     | Waiting for Godot   |
| 10 | Robert Frost      | The Pasture, Revelation, The Tuft of Flowers, After Apple Picking, Mending Wall, The Road Not Taken, An Old Man's Winter Night, Birches, Fire and Ice, Stopping by Woods, West-running Brook, Desert Places |

**17. EUROPEAN HISTORY**

Total Marks - 200

**(1789 - 1914)****Paper I**

Marks - 100

1. French Revolution: Background, Old Regime, Philosophers, Estate General, National Assembly, England's reaction, parties in the Legislative Assembly, the fall of Monarchy, European coalition against France and the war, the second and the third partition of Poland, the Terror and the end of Terror, France and Europe 1793 - 95
2. Napoleon Bonaparte: The rise of Napoleon to power, Napoleon as emperor, statesman and warrior, Napoleon and Europe, the continental system, the fall of Napoleon, England's role in the catastrophe of Napoleon
3. Vienna Settlement and concept of Europe: Treaty of Chaumont, First treaty of Paris, Second treaty of Paris, Treaty of Vienna, Holy Alliance, Quadruple Alliance, Congress system and failure of congress system, British leadership.
4. England 1814 - 1833: Effects of War Period, Constitutional Development, Progress in Industry, Agriculture & Culture
5. Europe 1815 to 1848: The forces of continuity and reaction, Metternich system, the force of change and progress, Nationalism, Democracy, Liberalism, Socialism, Revolution in France 1830, Revolution in France in 1848 and the sequence of revolutions in Europe
6. The Eastern Question 1820 to 1878: Background, the Greek Revolt 1820 to independence 1832, the Crimean War 1853 to 1856 and Peace Treaty of Paris, Pan Slavism, the Russo-Turkish War 1877, the treaty of San Stefano, the Congress and the Treaty of Berlin 1878
7. Risorgimento and the Union of Italy: Revolutionary movements in Italy, Mazzini, Cavour and other architects of Italian unification, Napoleon III and Italian unity, foreign policy of Italy after unification to 1914
8. Unification of Germany: Background, Napoleon and Germany, Rise of Prussia, Zollverein, Revolution of 1848 and Germany, Rise of Bismarck and his role as architect of German unity, wars with Denmark, Austria and France, Domestic and foreign policy of Bismarck from 1870 to 1890, foreign policy of Germany from 1890 to 1914
9. The growth of colonization and of Overseas Empire 1815 - 92: Different forms of colonization, British colonial policy and expansion, French colonial policy and expansion, the French in North Africa, Suez Canal, Anglo French control in Egypt, Russia in the Caucasus and Turkistan, Anglo Russian results of colonial development
10. England 1893 to 1910: Social and constitutional reforms, material progress, social thought and culture
11. Road to the First World War: Alliances and counter alliances, Drickaiserbund, Austro German alliance 1879, Triple Alliance 1882, the formation of Dual Alliance 1891-93, Anglo-Japanese alliance, French British and Russo British Entente, their crisis - Algeciras, Bosnia, Agadir, German Navy, Baghdad Railway, Balkan Crisis, the cause of First World War

**(1914 - 1960)****Paper II**

Marks - 100

1. First World War: Events - USA's entry into the War, Wilson's 14 points, the choice of the Turks, War in the Middle East, Britain's Middle East policy during the War, Balfour Declaration, defeat of Germany, Austria and Turkey, effects of the war
2. Peace treaties: The Treaty of Versailles, the Big Four, the basis of the Treaty, the Treaty of Versailles and the US. The Treaties of St. Germaine and Trianon, the Treaty of Serres, the Treaty of Lausanne
3. The League of Nations: The Covenant, the League between the two Wars, causes of failure
4. Marxism and the Soviet Union: The Russian Revolution 1917, Lenin, the Third International 1919, civil war in Russia, Trotsky. The constitution of USSR. Stalin, First Five Year Plan, purges, the Russian foreign policy between the two Wars

**ATTESTED**



5. Italy and Fascism: Effects of the War on Italy, Mussolini's rise to power, Fascist party and principles, Italy's foreign policy between the two Wars
6. Germany and Nazism: Germany from the Versailles Treaty to Hitler, origins of Nazism, Mein Kampf, Hitler's rise to power, domestic policy of Hitler, the totalitarian state, Hitler's foreign policy
7. France between the two Wars: Defects of the French Constitution, collapse of the Third Republic, foreign policy of France between the Wars
8. England between the two Wars: Disadvantages of Parliamentary government, Cabinet Government in England, Depression of 1929 and England, stability of the British Commonwealth, foreign policy of England between the Wars
9. The Second World War: Causes, the events, Atlantic Charter, Tehran, Yalta and Postdam conferences, the allied victory, effects of the War
10. The UNO: Origin, the charter of the UNO, UNO as peace keeping force
11. The political state of Europe 1945-50: The new balance of power in Europe, Russian domination of Eastern Europe, decisions on Germany's future, economic collapse of western Europe and recovery, Marshal Plan, Cold War, the blockade of Berlin, NATO
12. The rise of Russia as a great power: The effects of the War on Russia, the fruit of victory, Warsaw Pact, Russia's efforts to spread its influence in Eastern Europe, Asia, Africa and Latin America 1945 - 1960
13. France after the Second World War: Fourth French Republic, French colonial policy after Second World War, Algeria, Indochina, De Gaulle's domestic and foreign policy
14. England after the Second World War: The rise of the Labour Party, economic policy of the Labour Party's government, England's colonial policy after the Second World War, decline of England as world power, British Commonwealth, England and the common market, England and the Middle East 1945-1960
15. Europe and Common Market: The origin and evolution of the European common market upto 1960

### 18. FORESTRY

Total Marks – 100

1. Ecology and general silviculture
2. Forest statistics, Mensuration and research methods
3. Forest Management and Economics
4. Water Shed management
5. Range management
6. Forests surveying and Engineering
7. Forest policy, law and protection
8. Forest biology, wildlife and natural park management

### 19. GEOGRAPHY

Total Marks – 200

#### Paper I

#### Physical and General Geography

Marks – 100

1. Elements of weather and climate: Insulation and Atmospheric Temperature, Global Radiation and Heat Balance, Atmospheric Pressure and winds, Humidity And Precipitation, Air Masses, fronts and atmospheric disturbances, classification of climate and climatic regions
2. Landforms: Major landforms, Rocks – origin, formation and classification. Internal structure of the Earth, earthquakes and volcanicity, weathering, mass wasting, erosion and deposition, cycle of erosion, landforms produced by underground and ground water, wind and glacier
3. Oceans: Continental margins and the sea floor, Distribution of Temperature and Salinity. Movements of ocean water – waves, currents and tides
4. Study of maps: Types of maps – topographical maps, aerial photographs, weather maps. Map projections – classification and choice of projections, merits and demerits of cylindrical, conical and zenithal projections, diagrams, graphs and distribution maps based on statistical data

#### Paper II

#### Human, Economic and Regional Geography

Marks – 100

1. Human Geography: Man and his habitat – concepts of environmentalism and possibilism, world population distribution, structure and growth (natural increase and migration), world, society and culture, races, languages and religions, levels of education and welfare. Settlements – rural and urban, characteristics and problems of urban places. Population / resource regions
2. Economic geography: Economic activities – primary, secondary and tertiary. Primary activity – agricultural systems, subsistence, intensive, extensive, mechanized and mixed farming. Production, distribution and trade of major cereal and non-cereal crops. Forests and fisheries. Power resources. Major industries – iron and steel, textiles and chemical industries, politico-economic relationship between the more developed and the less developed countries
3. Regional geography: Economic and social regions of the world, regional geography of South Asia with special reference to Pakistan under the following heads: Resource Base (Human, Physical And Economic) Transport, Trade and International Relations

## 20. GEOLOGY

Total Marks – 200

### Paper I

Marks – 100

1. General Geology: Earth as a planet, its origin and age, internal structure of the earth and lithospheric plates, internal and external geological processes such as earthquakes, volcanism, weathering, erosion and deposition, geomorphic cycles
2. Structural geology: Primary sedimentary structures, mechanical properties of rocks, description and classification of secondary structures. Structures in metamorphic rocks. Orogeny and geosynclines in plate tectonic framework. Major tectonic features of the earth. Geodynamics of Pakistan
3. Paleontology: Fossils and their preservation. Morphology, evolution and geologic distribution of major invertebrate phyla. Micropaleontology of foraminifers, vertebrate and plant fossil
4. Stratigraphy: Stratigraphic nomenclature and stratigraphic codes. Principles of correlation. Sedimentary basins in Pakistan and detailed stratigraphy of type sections
5. Mineralogy: Chemical composition of the earth crust. Minerals – their physical and chemical properties. Space lattice, symmetry classes and crystal systems. Crystal optics. Atomic structure of crystals and X-Ray diffraction. Detailed study of important rock forming minerals.
6. Petrology: Origin and evolution of magma, binary and ternary silicate systems. Description of important plutonic and volcanic associations. Sedimentary environments and processes. Petrography of major types of sedimentary rocks. Metamorphism, metamorphic zones and facies. Description of principle types of metamorphic rocks, metamorphism and magnetism in relation to plate tectonics.

### Paper II

Marks – 100

1. Economic Geology: Processes of formation of mineral deposits. Detailed study of metallic and non-metallic mineral deposits of Pakistan. Mineral based industries. Metallogeny in Pakistan.
2. Energy resources: Constitution and kinds of coal. Geology of Pakistan coal fields. Origin, migration and accumulation of natural hydro-carbons. Oil well drilling and drilling muds. Oil and gas fields in Pakistan. Origin and occurrence of radioactive minerals. Pakistan resource of atomic energy, minerals. Geothermal energy, recovery and uses.
3. Engineering geology: Geological factors in the construction of civil engineering projects. Geology of dam sites of Pakistan. Landslides and stability of slopes. Open and subsurface evacuations. Construction materials and building stones. Site investigation and foundation analysis
4. Hydrogeology: Groundwater occurrence and types of aquifers. Movement of groundwater. Salinity and water logging. Water resources of Pakistan.
5. Exploration Geology: Geological mapping and traditional prospecting methods. Photo geology and remote sensing mineral exploration. Dispersion of trace elements and geo-chemical surveys. Geophysical techniques for prospecting of solid minerals, oil and water

## 21. HISTORY OF PAKISTAN AND INDIA

Total Marks – 200

### Paper I

Marks – 100

**ATTESTED**

**712 – 1857** (Excluding arrival of European nations, decline and fall of Muslim rule)

- Arrival of the Muslims in the sub-continent, foundation of Muslim rule – administrative system and reforms under the Sultans and the Mughals
- Structure of the Muslim society
- Industry, trade and commerce under the Muslim patronage, the army, financial administration, zakat, ushr, kheraj etc
- Administration of justice – Sufis and ulemas – the Madrassahs and makhtabs – Auqaf
- Art and architecture, literature, sports, dress – Muslim contribution to scientific knowledge – policy of the Muslim rulers towards non-Muslims. The spirit and legacy of Muslim civilization

**Paper II**

Marks – 100

**Part A: 1857 – 1947**

- Arrival of European nations – decline and fall of Muslim rule, contributions of Shah Wali Ullah, Syed Ahmad Shaheed and Sir Syed Ahmad Khan towards regeneration of the Muslim Hindu reform movements and anti-Muslim role of Hindu leaders
- Constitutional reforms of the British government and growth of the political parties – Indian National Congress, All India Muslim League. Partition of Bengal, Simla Deputation, Role of Nawab Mohsin-ul-Milk, Nawab Waqar-ul-Mulk
- Syed Ameer Ali, the Agha Khan and other Muslim leaders, Lakhnow Pact, Khilafat Movement, Contribution of Maulana Muhammad Ali, Allama Iqbal, Quaid-e-Azam Muhammad Ali Jinnah for Muslim uplift and welfare
- Nehru report, Quaid-e-Azam's 14 points, Allama Iqbal's Allahabad Address 1930, Round Table Conference, the Congress role in the provinces, Lahore Resolution 1940, various missions and plans for the partition of the sub-continent
- Quaid-e-Azam as an organizer of the Muslim League, Muslim leader and maker of Pakistan

**Pakistan since 1947****Part B**

- Constitution making in Pakistan – various attempts at constitution making. Difficulties in establishing a parliamentary democracy, imposition of various martial laws, nature of Pakistan's economy, development plans, role of foreign aid
- Separation of East Pakistan, causes and effects. Pakistan and the world – major powers, Islamic world, relations with India
- Social and intellectual trends after 1947. contribution of Quaid-e-Azam as first Governor General and Liaqat Ali Khan as first Prime Minister

**22. HISTORY OF THE USA**

Total Marks – 100

History of the USA : Facts of political history from the early settlers to the present day. Questions will also be asked on economic and constitutional development of the USA

Note: Credit will be given not only for precise presentations of facts but also for sound critical judgment.

**23. INTERNATIONAL LAW**

Total Marks – 100

International law: Public International Law. Important cases decided by the permanent court of International Justice, the International Court of Justice and UNO. Law of the Sea.

**24. INTERNATIONAL RELATIONS**

Total Marks – 100

**Part A**

1. The modern state system – history, basic features, evolving forms
2. International Relations as a field of study, basic approaches – Power, Balance Of Power, Imperialism, Nationalism

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- Interaction between states – diplomacy, international law, international economic and trade linkages – pressures in world politics

**Part B**

- Evolution of the international system since 1815 (Congress of Vienna) Historical Overview
- World War I, II. Decolonization. Rise of the Third World alliance system (NATO, SEATO, CENTO, Warsaw Pact), peaceful coexistence. Non-Aligned Movement. Theories of peace and security in nuclear age, (deterrence, limited war, crisis management etc), détente

**Part C**

- Foreign policies of the superpowers, major powers (USA, USSR, China) with special reference to South Asia (Pakistan, India etc)
- Issues in global politics: Nuclear Proliferation, Superpower rivalry in Indian Ocean, international economic order, Regional security issues and crisis (Afghanistan crisis, Iran-Iraq war, Palestine problem, apartheid and South Africa, Namibia, Polish crisis, Euro comunism, Central American crisis etc)
- Arms control and disarmament

**25. ISLAMIC HISTORY AND CULTURE**

Total Marks – 200

**Paper I**

Marks – 100

- Humanity at the dawn of Islam: A brief survey of major world civilizations with special emphasis on their intellectual, humanistic and social institutions – their impact on world history
- Advent of Islam: Life and teachings of the Holy Prophet. Foundations of a new and revolutionary world order. Institutions of Islam – political, social, economic and legal structure of the Islamic polity. The Quran – Emphasis on the study of nature and research. Changes brought by Islam in human thinking and behaviour
- Foundation of Muslim State: Early conquests of the Khulafa-e-Rashideen. Administrative and legal structure of the state. Political and ideological differences and the emergence of the Umayyads – expansion and consolidation of the Empire
- The grandeur of Islam: Philosophical, scientific and literary progress of the Muslims during the Abbasid period
- The Ottoman Caliphate: Turkish march towards Europe. Political structure of the Turkish Empire, salient features of their administration, decline and disintegration

**Part II**

Marks – 100

- Islam in Africa and Spain
- Muslim achievements in Natural and social sciences, schools of Baghdad, Spain and Iran. Muslim contribution in history, science, medicine and other branches of human civilization
- Muslim Arts: Muslims' contribution in architecture, music, painting, handicrafts, pottery, calligraphy, etc
- Renaissance and reformation: Origin of this intellectual revolution. Contribution of Muslim universities and seminaries in Spain and Baghdad. Dissemination of Muslim learnings in the West.
- Modern world: Impact of Islam on Western thought, social institutions and economic policies

**26. JOURNALISM (MASS COMMUNICATION)**

Total Marks – 100

Note: Candidate will be asked to attempt total five questions. They will attempt at least two questions from each Section. Short note within the question (without choice) can also be given

**Section A**

- Concept and process of communication: Source, message, channel, destination, encoding, decoding, noise, feedback. Oral vs. written communication. Two step flow of communication. Role of opinion leader

ATTESTED

2. Information and Journalism – functions: Scanning the horizon and reporting back – news function, educational function, opinion for motives, entertainment functions
3. Pakistani press: An overview of the evolution of the Muslim press in South Asia before 1947 and development of Pakistan Press since 1947, its social and economic impact. Trends and characteristics, problems and prospects
4. Mass media: Components, functions and effects, mass media in Pakistan: Size and dispersion, role in national development, prospects and problems

#### Section B

1. News principles and techniques of news writing, editorial definitions, ingredients, types and functions of writing of editorials
2. Public relations: definitions, purpose and scope. Ethics, PR in Pakistan, duties of PRO, PR procedures and processes
3. Magazine journalism: Mag-journalism in Pakistan. Types, functioning, purpose. Its social aspects and scope
4. Press release, press note and press communication: Definitions and basic ingredients. Writing of press release, press note and press communiqué
5. Advertising: Definition, functions, types and purpose, its social and economic aspects, principles of successful advertising
6. Press laws: Press laws in Pakistan (Gradual developments) and the "Right to know" concepts of press freedom and responsibility. Ethics of journalism

### 27. LAW

Total Marks – 200

#### Paper I

Marks – 100

Civil Procedure Code, Contract Act and Law of Torts

#### Paper II

Marks – 100

Qanoon-e-Shahadat 1984, Code of Criminal Procedure and Penal Code

### 28. MERCANTILE LAW

Total Marks -100

Mercantile Law – The main principles of law relating to Agreements, Contracts, Bailment, Pledge, Sale of Goods Act, Agency, Partnership Act, Indemnity and Guarantee, Negotiable Instruments Act, Companies Ordinance, 1984, Contract Act, Life, Fire and Marine Insurances, Law of Arbitration

### 29. MUSLIM LAW AND JURISPRUDENCE

Total Marks – 100

1. The Islamic law as administered in Pakistan
2. Principles of Islamic Jurisprudence

Candidates will be expected to show some familiarity with the original sources

### 30. PERSIAN

Total Marks – 200

#### Paper I

Marks – 100

1. (a) Origin and development of the language

Outline:

- i. Elementary information about – Avesta, Old Persian and Pahlavi languages
- ii. The advent of Persian prose and poetry in the present script in the Islamic era
- iii. The earlier Persian prose writers and poets upto 4<sup>th</sup> century H/10<sup>th</sup> Century AC

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(b) Significant features of the grammar of the language

Outline:

- i. Grammar: The three tenses, imperative mood (affirmative and negative) and muzara for present and future tenses
- ii. Translation of simple English passage into Persian

2. Literary history and literary criticism – Literary movements, classical background, socio-cultural influences and modern trends. Origin and development of modern literary genres.

Emphasis:

- a. The literary history should include the development of Persian language and literature, besides Iran, in Afghanistan, the Indo-Pakistan sub-continent and the Persian speaking areas of the former USSR
- b. In classical background, the four styles known as Khurasani, Iraqi, Hindi and Revivalist may be studied
- c. In the literary movements the revivalist and purist movements and in the modern trends, the adaptation of Western loan words in Persian language needs to be emphasized.

3. Short essay in Persian

### Paper II

Marks – 100

The paper will require firsthand reading of the texts prescribed and will be designed to test the candidate's critical ability

**Texts**

- (a) Farrukhi Seestani (Qasida on the conquest of Soomnath)
- (b) Unsar-ul-Maali Qabus (Qabus Nama) --- Last Chapter 44
- (c) Rumi Masnavi ---- Daftar 1 (1<sup>st</sup> half upto Dastan-e-Peer-i-Changi)
- (d) Saadi Gulistan ---- Chapter 7 & 8
- (e) Hafiz --- Deewan upto radif Re
- (f) Iqbal: Asrar-i-Khudi upto Marhila-e-Siwum Naibat-e-Ilahi
- (g) Iqbal: Javed Nama (Last Chapter) – Address to Javed – (Dialogue with the new generation)

### 31. PHILOSOPHY

Total Marks – 200

#### Paper I

Marks – 100

**Logic**

1. Formal and informal arguments: Elements of deductive reasoning; validity and truth, proposition and syllogism
2. Definition with special reference to Aristotle, Ibn-e-Taimya's criticism of Aristotle, relativity of definition, Ambiguity, vagueness and motive use of language as impediments in clear thinking. Fallacies – formal, material and linguistic
3. Symbolic logic: value of special symbols, symbols for conjunction, negation, disjunction and implication. Method of deduction: Formal proofs of validity, Rules of Replacement
4. The nature of scientific theory, scientific method, inquiry at common sense level and scientific level, scientific explanation, the grounds of belief induction, probability and functional analysis
5. Muslim contribution to logic – inductive and deductive

#### Paper II

Marks – 100

**Philosophy – Western & Islamic**

1. Idealism, Pragmatism, Vitalism, logical positivism, existentialism and dialectical materialism. The main arguments of these philosophical theories and their impact on life and morals

ATTESTED

2. Muslim Rationalists and social thinkers – Al-Farabi, Ibn-i-Sina, Ibn-i-Rushd and Ibn-i-Khaldun, their main doctrines
3. Schools of Muslim theology – Mutazilism, Ash'arism, Sufism, Al-Ghazali (his ethics and criticism of Muslim rationalists)
4. Muslim thought in South Asia with special reference to Shah Wali Ullah, Sayyid Ahmad Khan and Iqbal, the post-Iqbalian thought

### 32. PHYSICS

Total Marks – 200

#### Paper I

Marks – 100

#### Mechanics

1. Vectors – dots, cross and triple products. Gradient divergence and applications
2. Newtonian laws of motion, conservation law of energy, conservation of linear and angular momentum, dynamics of rigid body, spin and precession, gyroscope, gravitation, planetary motion including satellite
3. Special theory of relativity: Michelson – Morely experiment and Einstein's postulates, Lorentz transformation, time dilation and length contraction, equivalence of mass and energy

#### Fluid mechanics

Surface tension, Viscosity, Elasticity, fluid motion and Bernoulli's theorem

#### Waves & Oscillation

Free Oscillation with one and two degrees of freedom, forced and dampened oscillations and phenomenon of resonance. Traveling waves and transmission of energy, phase and group velocity, standing waves

Reflection, refraction, interference, diffraction and polarization of waves, interferon-meter and Newton's rings, diffraction gratings and their resolving power, spectro-meters, electromagnetic wave equation, normal and anomalous dispersion, coherence, laser and its application

#### Heat and thermodynamics

Perfect gas and Van der Waals equation. Three laws of thermodynamics, thermal properties of simple system production and measurement of low temperature. Kinetic theory of gases, Maxwellian distribution of molecular velocities, Brownian motion, transport phenomenon, classical Maxwell-Boltzmann statistics and its application, Quantum Bose – Einstein and Fermi – Direct statistics

#### Part II

Marks – 100

#### Electricity and magnetism

Electric field due to point charges, Gauss' Law, electric potential and Poisson and Laplace's equation. Dielectric medium and polarization, Capacitance, moving charges and magnetic field. Ampere's law, vector potential, magnetic properties of matter. Transient current. Faraday's law of electromagnetic induction, Alternating Current and LRO circuit. Maxwell's equations, Poynting theorem and Poynting vector

#### Electronics

Thermonic emission, space charge, diode, triode tetrode, pentode, and their static and dynamic characteristics. Amplitude modulation and demodulation or detection. Various basic circuits for rectification, amplification modulation and detection connected with radio receivers and transmission, n and p type semiconductors. Biased function, transistors, common base and common emitter configurations

#### Atomic physics

Bohr theory and quantum numbers including electron spin. Pauli's exclusion principle, spectra of simple systems with one or two valence electrons. Photo electric effect. Compton scattering, pair production, Lande's g factor and Zeeman effect. Raman effect, waves and particles and De Broglie's hypothesis, Schrödinger wave equation and its application to one dimensional harmonic oscillator. Heisenberg's uncertainty principle

**Nuclear physics**

Structure of nuclei: Radioactivity  $\alpha$ ,  $\beta$  and decay. Methods of detection. Mass Spectrometer, accelerators, phenomenon of fission, reactor and nuclear power, nuclear fusion and its application. Elementary particles and their properties

**33. POLITICAL SCIENCE**

Total Marks – 200

**Paper I**

Marks – 100

**Part A**

1. Political Theory
  - a. Western political thought: Plato, Aristotle, Machiavelli, Montesquieu, Hobbes, Locke, Rousseau, Bentham, Mill, Marx, Lenin, Mao
  - b. Muslim political thought: Al-farabi, Al-Mawardi, Nizam-ul-Mulk Tusi, Al-Ghazali, Ibn-e-Khaldun, Iqbal

**Part B**

2. The nature and emergence of modern state system, Islamic concept of state
3. political concepts: Sovereignty, law, liberty, equality, rights and duties
4. Political dynamics: Public opinion, propaganda, political parties, pressure groups
5. Political Institutions: Legislature, executive, judiciary, political elites, civil and military bureaucracy
6. Forms of government: Monarchy, democracy, dictatorship, unitary and federal, Presidential and Parliamentary
7. Totalitarianism: Fascism, communism
8. Local self-government: Theory and practice with special reference to Pakistan

**Paper II**

Marks – 100

**Part A**

1. Selected political systems: Nature and dynamics of major political institutions in USA, UK, France and former Soviet Union

**Part B**

2. Political systems of developing countries: Turkey, Iran, India and China
3. Rise of Muslim nationalism in South Asia with special reference to the role of Sir Syed Ahmad Khan, Iqbal and Quaid-e-Azam Mohammad Ali Jinnah
4. A comparative and critical analysis of the 1956, 1962, 1973 and 1985 Constitutions of Pakistan

**34. PSYCHOLOGY INCLUDING EXPERIMENTAL PSYCHOLOGY**

Total Marks – 200

**Paper I**

Marks – 100

1. Definition and scope of Psychology, psychology as a source of science of behaviour, schools and systems of psychology, recent trends to psychology
2. Nervous system: Structure and functions of cells, central and peripheral nervous system, Endocrine system
3. Learning: Conditioning – classical and operant, reinforcement, avoidance conditioning, extinction, discrimination learning, imprinting, theories of learning, verbal learning, probability learning, concept learning, perpetual learning, transfer and interference, motivational factors in learning, readiness and individual differences in learning
4. Nature of motives and emotions: Homeostasis, biogenic and social motives. Measurement of human motivation, theories of motivation – Maslow, Lewir and Freud, theories of emotion, role of endocrine plants, frustration and conflict
5. Nature of perpetual organization: Perception of distance, movement, space, depth, colour, perceptual constancy, effect of learning and motivation on perception, senses viz. vision, hearing and other senses. Perception and sensation, determinations of perception (needs, attitudes, sets, values, personality traits, emotional states, suggestions etc)

**ATTESTED**



6. Nature and determinants of personality: Factors in development of personality. Theories of personality, trait and types, Freudian, Neo-Freudian, Murry, Allport, Cattell. Types of personality tests and their rationale
7. Socialization: Society and personality, formation of opinions and attitudes, Prejudice
8. Structure and functions of groups, role status relations, group norms, group solidarity, intergroup tensions, international tensions

### Paper II

Marks – 100

1. Meaning, phases and characteristics of growth development and maturation, methods of developmental psychology, biological and socio-cultural factors, importance of developmental psychology, broad approaches to study of children
2. Pre-natal development and infancy: Genetic factors, hereditary transmission and chromosomal abnormality, stages, developmental irregularities, psychological and physical characteristics of the infant. Method of studying infant behaviour
3. Physical, motor and sensory development, perceptuals development, intellectual development: Development of logical thought in early childhood, development of concepts, creativity, emotional development patterns, characteristics, some common emotional patterns
4. Concept of abnormality: Popular and scientific, goals of clinical diagnosis, personality assessment, behavioral assessment. Nature of clinical judgment, sources of information in clinical diagnosis, assessment of organizations, institutions and environment. Professional issues. The nature of professional preparation for clinical psychological work. Ethical standards and legal issues
5. Therapies: Somatic therapies, environmental therapies, psycho-analytic, phenomenological, existential, Gestalt, rational – emotive and cognitive therapies, behaviour therapy and behaviour modification. Group therapies
6. Intelligence: Its nature and assessment. Mental retardation
7. Biological and sociological factors in maladjustments and crime. Juvenile delinquency, drug addiction, alcoholic and sex offences – characteristics, causation and treatment
8. Psychoneurotic disorders, psychosis, character disorders, Psychosomatic disorders
9. Industry: Nature of the work situations, work, vocation, personality and society, working environment, works methods and modern approaches, work efficiency, group dynamics, work incentives, job satisfaction

### 35. PUBLIC ADMINISTRATION

Total Marks – 100

1. Public administration: Its nature and scope, the role of public administration in a modern welfare state
2. Major schools of thought in administration: Scientific Management Movement. Human relationists, behavioral school, systemic theory
3. Bureaucracy: Concept of bureaucracy, theories of bureaucracy, ecology of bureaucracy, bureaucracy of Pakistan as a change agent
4. Administrative leadership: Approaches to the study of leadership, forms of leadership, leadership qualities
5. Administrative accountability: Internal and external controls, executive control, legislative control, judicial control, Ombudsman, public opinion and pressure groups, problems of administrative accountability in Pakistan
6. Planning: Types of plans, planning process, principles of planning, planning machinery, the system of planning and programming in Pakistan. Planning machinery in Pakistan
7. Organization: Types of organization, theories of organization, principles of organization, the organization of federal and provincial governments in Pakistan. Public corporations in Pakistan
8. Personnel administration: Nature and scope of personnel administration, personnel functions, tools of personnel management, salient features of the system of Public Personnel Management in Pakistan
9. Controlling and coordination: Forms of controls, control mechanism, the process of control, principles of controlling, principles of coordination, machinery for coordination, problems of coordination in public administration in Pakistan
10. Communication: Types of communication, communication channels, communication process, principles of communication

11. Financial administration: Elements of financial administration, performance and programmed budgeting, capital budget. Principles of budgeting, auditing and accounting

### 36. PURE MATHEMATICS

Total Marks – 200

#### Paper I

Marks – 100

Candidates will be asked to attempt three questions from Section A and two questions from Section B

#### Section A

##### Modern Algebra

1. Groups, subgroups, languages, theorem, cyclic groups, normal sub-groups, quotient groups, fundamental theorem of homomorphism. Isomorphism theorems of groups, inner automorphisms. Conjugate elements, conjugate sub-groups, commutator sub-groups
2. Rings, sub rings, integral domains, quotient fields, isomorphism theorems, field extension and finite fields
3. Vector spaces, linear independence, bases, dimensions of a finitely generated space, linear transformations, matrices and their algebra. Reduction of matrices to their echelon form. Rank and nullity of a linear transformation
4. Solution of a system of homogenous and non-homogenous linear equations. Properties of determinants. Cayley-Hamilton theorem; Eigen values and eigenvectors. Reduction to canonical forms, specially diagonalization

#### Section B

##### Geometry

1. Conic sections in Cartesian coordinates, Plane polar coordinates and their use to represent the straight line and conic sections. Cartesian and spherical polar coordinates in three dimension. The plane, the sphere, the ellipsoid, the paraboloid and the hyperboloid in Cartesian and spherical polar coordinates
2. Vector equations for plane and for space-curves. The arc length. The osculating plane. The tangent, normal and bi-normal. Curvature and torsion. Serre-Frenet's formulae. Vector equations for surfaces. The first and second fundamental forms. Normal, principal, Gaussian and mean curvatures

#### Part II

Marks – 100

Candidates will be asked to attempt any three questions from Section A and two questions from Section B

#### Section A

##### Calculus and Real Analysis

1. Real numbers, limits, continuity, differentiability, indefinite integration, mean value theorems. Taylor's theorems, indeterminate form. Asymptotes, curve tracing, definite integrals, functions of several variables. Partial derivatives. Maxima and minima. Jacobians, double and triple integration (Techniques only). Applications of Beta and Gamma functions. Areas and volumes. Riemann-Stieltje's integral. Improper integrals and their conditions of existence. Implicit function theorem. Absolute and conditional convergence of series of real terms. Rearrangement of series, uniform convergence of series
2. Metric spaces. Open and closed spheres. Closure, interior and exterior of a set
3. Sequence in metric space. Cauchy sequence, convergence of sequences, examples, complete metric spaces, continuity in metric spaces. Properties of continuous functions

#### Section B

##### Complex analysis

ATTESTED

Function of a complex variable, Demoiver's theorem and its applications. Analytic functions, Cauchy's theorem. Cauchy's integral formula, Taylor's and Laurent's series. Singularities. Cauchy residue theorem and contour integration. Fourier series and Fourier transforms. Analytic continuation

### 37. PUSHTO

Total Marks – 100

1. Essay on prominent works of personalities and writers
2. translation of unseen passages from pushto into English and Urdu
3. Translation of unseen passages of English or under into Pashto
4. General questions on evolution and criticism of Pushto prose and poetry
5. folk literature: Introduction of tappa, charbaita, lobha, neemakai, sandara and badala (including folk stories)

### 38. SOCIOLOGY

Total Marks – 100

1. Individual, culture and society: Individual as a social product. The variety of social forms, methods of socialization, ethnocentrism, norms and values, cultural patterns, varieties of sub-cultures
2. Sociological theory: The sociological perspectives – Evolutionary, order and conflict, evolutionary theorists – Ibn-i-Khaldun, Spencer and Tannis. Order theorists – August Comte, Emile Durkheim, Max Weber. Conflict theorists – George Hegel, Karl Marx, Lewis Coser, Mills
3. Methods of sociological research: Research design, surveys, participant observation, experiments, case studies
4. Social interaction: Significance of social classes, forms of social classes – tribes, biradaris, castes, classes and feudal system in Pakistan. Social mobility – nature of social mobility. Mobility determinants in Pakistan society, social immobility, culture in poverty
5. Social control: Mechanism of social control – internal and external means of social control. Alienation, integration – integrative patterns in Pakistani society
6. Social and cultural change and social policy: Processed of social and culture change – discovery, invention, diffusion, factors in rate of social and cultural change. Incentives and inhibitions to social and cultural change in Pakistan. Social planning and directed social and cultural change
7. Community: The rural community, traditional characteristics of rural life, the urban community, rural – urban convergence, urbanism, future of cities in Pakistan
8. Social institutions: The nature and genesis of institutions, the process of institutions, functions and trade of social institutions. Family, religion, educational, economic and political institutions
9. Social problems in Pakistan: Population growth, demographic transition – deviant behaviour, institutionalized evasions, social conflicts, internal and international migration, aging, drug abuse, prostitution, smuggling, illiteracy and poverty

### 39. STATISTICS

Total Marks – 100

1. Basic probability: Axiomatic definition of probability, random variable, distribution function, probability density function, mathematical expectation, conditional probability, jointly distributed random variables, marginal and conditional distribution, conditional expectation, stochastic independence
2. Some special distributions: Binomial, Poisson, negative binomial, hyper geometric, normal distributions with their derivation of their mean and variance. Definition and application of chi-square, "T" and "F" distributions
3. Statistical inference: Maximum likelihood estimation of the mean and the variance of a normal population. Confidence interval for mean, difference of means and for variance, testing hypothesis for the equality of two means (paired and un-paired observations), testing of equality of several means (ANOVA) and testing of variance and equality of two variance
4. Correlation and regression: Simple linear regression model, point and interval estimation of parameters. Simple, partial, multiple correlation and testing of these correlations
5. Sampling, simple random, stratified, systematic and cluster sampling, estimates of mean and total and their precision
6. applications of statistics in social, economic and political problems, public health, crimes, law, social innovations, economic development, socio-political inequality

## 40. ZOOLOGY

## Paper I

Total Marks – 200

Marks – 100

**Invertebrate and chordate zoology**

The candidates will be required to attempt five questions – three from Part A and two from Part b

**Part A****Invertebrate**

General organization (general morphology, mode of life, adaptations, life cycles and economic importance) of the following groups with special reference to the topics mentioned in each group:

1. Protozoa: Parasitism, conjugation and auto gamy, medical importance
2. Porifera: Canal system skeletal structures and their taxonomic value, position of porifera in the animal kingdom
3. Coelenterata: Polymorphism, mesenterics, corals and coral reefs
4. Platy helminthes: Parasitic adaptations, medical importance
5. Nematode; Medical importance
6. Annelida: Coelum, metamerism
7. Mollusca: Shell, modifications of foot, feeding, respiration, shell fishery
8. Echinodermata: Skeleton, water vascular system, larvae
9. Anthropoda: Appendages, feeding, respiration, larvae

**Part B****Chordate**

Origin, comparative account of skeleton, circulatory, excretory and nervous systems, development (Egg types, cleavage, blastula and gastrula, germ layer / formation, embryonic membranes and placentation) natural history (mode of life, migration, adaptations, biting mechanism of snakes)

**Part II**

The candidates will be required to attempt at least one question from each part

Marks – 100

**Part A**

Cell biology: Morphology, chemical composition and functions of nucleus, nuclear inclusion and cytoplasmic organelles, protein synthesis and molecular genetics, mechanism of mitosis and meiosis

**Part B**

General physiology: Respiration, respiratory mechanism, respiratory pigments, transport of oxygen and carbon dioxide, circulation. Haemodynamics, control of cardio vascular system, nutrition, modes of nutrition, digestion and assimilation of food stuff. Excretion – nature and sources of substance excreted, modes of excretions, nervous system, nerve impulses, hormones and their biological action

**Part C**

Genetics: Mendelian principles, multiple alleles, interaction of genes – linkages and crossing over, mapping of genes, sex determination and sex linkages, mutations, chromosomal aberrations, gene concept

**Part D**

Evolution: Origin of life, organic diversity, theories to account for organic diversity, Phylogeny and ontogeny, species concept, mechanism of evolution, modern concept of natural selection, evolutionary trends

**Part E**

Ecology: Concept of Ecosystem, biochemical cycles, animal adaptations to major habitats, environmental pollution and its effect on life.

ATTESTED



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ESTABLISHMENT & ADMINISTRATION DEPARTMENT  
(SECRET SECTION)

Dated Peshawar the 05.03.2012

NOTIFICATION

No.SOS(ED)CR.2/(78)/2011:-

In exercise of the powers conferred by Section 26 of the Khyber Pakhtunkhwa Civil Servants Act, 1973 (Khyber Pakhtunkhwa Act No. XVIII of 1973), the Chief Minister of the Khyber Pakhtunkhwa is pleased to direct that in the Khyber Pakhtunkhwa Provincial Management Service Rules, 2007, the following further amendment shall be made, namely:

AMENDMENT

In Schedule-I, against serial No. 1, in column No. 5, in clause (2), in sub-clause (a), for the words "passed the prescribed Departmental Examination", the words "undergone a training course of nine weeks at the Pakistan Provincial Services Academy or Provincial Staff Training Institute" shall be substituted.

CHIEF SECRETARY  
GOVERNMENT OF THE  
KHYBER PAKHTUNKHWA

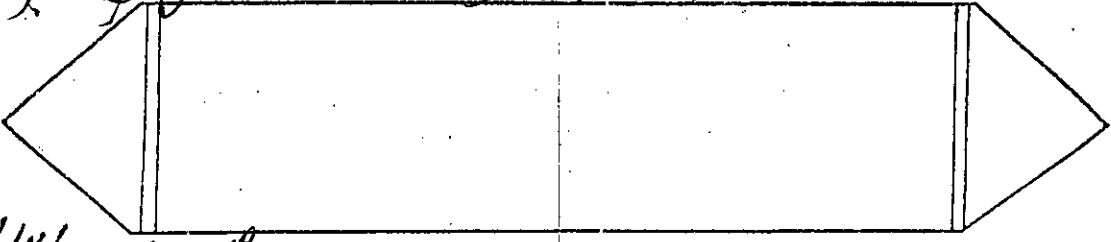
ENDST: NO. & DATE EVEN.

A copy is forwarded to the :-

1. Additional Chief Secretary, P&D Department Khyber Pakhtunkhwa.
2. Additional Chief Secretary FATA, FATA Secretariat Peshawar.
3. Secretary to Governor, Khyber Pakhtunkhwa.
4. Principal Secretary to Chief Minister, Khyber Pakhtunkhwa.
5. All Administrative Secretaries, Khyber Pakhtunkhwa.
6. Senior Member Board of Revenue, Khyber Pakhtunkhwa.
7. Secretary (Administration & Coordination) Civil Secretariat FATA.
8. All Commissioners in Khyber Pakhtunkhwa.
9. Chairman, Khyber Pakhtunkhwa Public Service Commission.
10. Accountant General, Khyber Pakhtunkhwa, Peshawar.
11. Secretary Board of Revenue Khyber Pakhtunkhwa,
12. Director, STI, E&A Department.
13. Manager, Govt. Printing Press, Khyber Pakhtunkhwa, Peshawar for publication in the official gazette at an early date, with the request to supply 20 printed copies of the gazette Notification to this Department.
14. All Section Officers in E&A Department.
15. PS to Chief Secretary, Khyber Pakhtunkhwa.
16. PS to Secretary Establishment.
17. PAs to all Addl: Secretaries/Deputy Secretaries in Estab & Administration Department.
18. Office order file.

ATTESTED.

بعد الت حکمہ سنوٹو اسروس ٹریڈنگ



2018ء منجانب ایڈوائس

محمد اسماعیل بنام محمد محمد

موزخہ  
مقدمہ  
دعویٰ  
جرم

### باعث تحریر آئیکہ

مقدمہ مندرجہ عنوان بالا میں اپنی طرف سے واسطے پیروی و جواب دہی و کل کارروائی متعلقہ

آن مقام سنوٹو اسروس ٹریڈنگ کیلئے خالد محمد اسلم

مقرر کر کے اقرار کیا جاتا ہے۔ کہ صاحب موصوف کو مقدمہ کی کل کارروائی کا کامل اختیار ہوگا۔ نیز وکیل صاحب کو رائسی نامہ کرنے و تقرر رسالت ہ فیصلہ بر حلف دینے جواب دہی اور اقبال دعویٰ اور بصورت ڈگری کرنے اجراء اور وصولی چیک و روپیہ ارضی دعویٰ اور درخواست ہر قسم کی تصدیق

زرائیں پر دستخط کرانے کا اختیار ہوگا۔ نیز صورت عدم پیروی یا ڈگری یکطرفہ یا اپیل کی برادگی اور منسوخی نیز دائر کرنے اپیل نگرانی و نظر ثانی و پیروی کرنے کا اختیار ہوگا۔ از بصورت ضرورت مقدمہ مذکور

کے کل یا جزوی کارروائی کے واسطے اور وکیل یا مختار قانونی کو اپنے ہمراہ یا اپنے بجائے تقرر کا اختیار ہوگا۔ اور صاحب مقرر شدہ کو بھی وہی جملہ مذکورہ باختیارات حاصل ہوں گے اور اس کا ساختہ

پرواختہ منظور قبول ہوگا۔ دوران مقدمہ میں جو خرچہ دہر جائہ التوائے مقدمہ کے سبب سے وہ ہوگا۔ کوئی تاریخ پیشی مقام دورہ پر ہو یا حد سے باہر ہو تو وکیل صاحب پابند ہوں گے۔ کہ پیروی

مذکور کریں۔ لہذا وکالت نامہ لکھ دیا کہ سند ہے۔

المرقوم 19 \_\_\_\_\_ ماہ جولائی 2018ء

واہ العبد  
محمد محمد اسلم  
کے لئے منظور ہے

Attested  
Accepted

بمقام

