

**BEFORE THE HONOURABLE KHYBER PAKHTUNKHWA  
SERVICE TRIBUNAL, PESHAWAR.**

Service Appeal No. 1255 of 2022


Shahida Parveen Vs. Govt. of Khyber Pakhtunkhwa etc  
Service Appeal

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Yours Humble Appellant

  
(Shahida Parveen)  
Through Counsel

Dt. 2.08.2022

  
AHMAD ALI  
Advocate Supreme Court

  
KHALID MEHMOOD  
Advocate, D.I.Khan.

**BEFORE THE HONOURABLE KHYBER PAKHTUNKHWA  
SERVICE TRIBUNAL, PESHAWAR.**

Service Appeal No. 1255 of 2022

Shahida Parveen, daughter of Mir Badshah Khan, Deputy District Education Officer (Female) District Tank.

**APPELLANT**

**VERSUS**

1. **Government of Khyber Pakhtunkhwa**, through Chief Secretary, Khyber Pakhtunkhwa, Peshawar.
2. **Secretary** to Govt of Khyber Pakhtunkhwa, Elementary & Secondary Education Department, Peshawar.
3. **Secretary** to Govt of Khyber Pakhtunkhwa, Establishment Department, Peshawar.
4. **Provincial Selection Board** through its Chairman, Establishment Department, Peshawar.
5. **Director**, Elementary & Secondary Education Department, Khyber Pakhtunkhwa, Peshawar
6. **Rukhsana Rahim**
7. **Ghazala Anjum**
8. **Hafsa Gul**
9. **Aniqa Huma Tauqeer**
10. **Aisha Saeed**
11. **Sadia Aziz**
12. **Shazia Nawaz**
13. **Sumera Sheraz**
14. **Safia Amin**
15. **Abida Parveen**
16. **Durr-e-Shahwar**
17. **Ghulam Fatima**

## 18. Shaheen Begum

No. 6 to 15, all Management Cadre BS-19/District Education Officer/Additional Director, Education Department, Khyber Pakhtunkhwa c/o respondent No.5

## 19. Jamila Rana

## 20. Rehana Yasmin

## 21. Nighat Bibi

## 22. Narjis Jabeen

## 23. Laila Ali

## 24. Fanoos Jamal

## 25. Hussan Ara

No.19 to 25 all Management Cadre BS-18/Deputy District Education Officers, Education Department, Khyber Pakhtunkhwa c/o respondent No.5

## RESPONDENTS

**SERVICE APPEAL UNDER SECTION 4 OF THE K.P. SERVICE TRIBUNALS ACT, 1974, AGAINST THE LETTER BEARING No. SO(PSB) ED/1-4/2022/P-223(2) DATED 30.06.2022 (RECEIVED TO APPELLANT ON 08.07.2022 WHEREBY THE RIGHT OF APPELLANT TO PROMOTION TO BS-18 W.E.F. 27.05.2019 INSTEAD OF 17.08.2021 AND THEN HER RIGHT OF PROMOTION TO BPS-19 BY RESTORING HER SENIORITY AS WAS PRIOR TO 27.05.2019, WAS REGRETTED.**

**PRAYER:**

On acceptance of present Service Appeal and by modifying the Notification No.SO(S/F)/E&SE/1-3/2021/Promotion of BS-18 M.C. dated 17.08.2021, and also by setting aside/modifying the Notification No. SO(S/F)/E&SE/1-3/2019/Promotion/BS-17 to BS-18/MC dated 27.05.2019 (as reflected from Notification of even number dated 31.05.2019) whereby juniors to appellants/respondents No. 6 to 25 were promoted from BS-17 to BS-18; and then No.8 to 15 were promoted to BS-19 vide Notification No.SO(MC)E&SED/1-3/2022/ Promotion (MC-BS-18) dated 20.04.2022.

**Note:**

Vide the impugned order/letter dated 30.06.2022, not only her right of promotion to BS-18 w.e.f. 27.05.2019 was regretted (see Para i) but also she was denied of the right of promotion to BS-19 vide Notification dated 20.04.2022 (see Para ii); therefore, this single appeal is being filed before this Honourable Tribunal for the supra relief.

**Respectfully Sheweth,**

1. That the appellant and respondents No. 6 to 25 were appointed as Deputy District Officer, Management Cadre, in BPS-17 on the recommendations of the Public Service Commission, vide Notification No.SO(S)3-2/2012/DDO(Female) dated 21.02.2012 and in the said Notification the appellant has been placed at

position No.5, whereas, respondent No.6 to 25 have been shown at lower rungs.

Copy of the Notification No.SO(S)3-2/2012/DDO(Female) dated 21.02.2012 is enclosed as **Annexure A.**

2. That, thereafter, vide Notification No. SO(S/F)/E&SE/1-3/2019/Promotion/BS-17 to BS-18/MC dated 27.05.2019, respondents No.6 to 25, all juniors to the appellant, were awarded promotion to the post of Deputy District Officer BS-18, whereas, the appellant was deferred due to a pending inquiry and shortage of an Annual PER. The factum of said promotion notification is mentioned in the subsequent notification of posting of even number dated 31.05.2019.

Copy of the Notification No. SO(S/F)/E&SE/1-3/2019/Promotion/BS-17 to BS-18/MC dated 31.05.2019 is enclosed as **Annexure B.**

3. That Annual Confidential Reports of the appellant were communicated to the Director by the District Education officer, D.I.Khan, vide letter No.10415 dated 13.05.2019 i.e. even prior to Notification dated 27.05.2019. Besides, the pending inquiry against the appellant was also dropped/withdrawn vide letter No.SO(S/F)E&SED/4-17/2020/Shahida Parveen dated 29.10.2020.

Copy of the letter No.10415 dated 13.05.2019 of EDO D.I.Khan is enclosed as **Annexure C.**

Copy of the letter No.SO(S/F)E&SED/4-17/2020/Shahida Parveen dated 29.10.2020 is enclosed as **Annexure D.**

4. That after removal of both the aforesaid obstacles i.e. shortage of PERs and pending inquiry, the appellant was promoted to BS-18

vide Notification No. SO(S/F)/E&SE/1-3/2021/Promotion of BS-18 M.C. dated 17.08.2021 with immediate effect.

Copy of the Notification No. SO(S/F)/E&SE/1-3/2021/Promotion of BS-18 M.C. dated 17.08.2021 is enclosed as Annexure E.

5. That the appellant then preferred an application dated 24.11.2021 for proforma promotion to BS-18 and BS-19 with all back benefits, and prayed therein the restoration of her seniority and award of BS-18 w.e.f. 27.05.2019.

Copy of the application dated 24.11.2021 is enclosed as Annexure F.

6. That process initiated upon the application dated 24.11.2021 of the appellant, and the said application was communicated to the Director as well as PS to Secretary of E&SE Department vide letter enclosed herewith as Annexure F-1. Then vide letter No.2878/A-12/PF Shahida Parveen dated 07.01.2022, the Deputy Director E&SED apprised the Secretary E&SED about the service details and in the said letter it is specifically mentioned:

*"Then in PSB meeting held on 17.05.2019 for promotion from BPS-17 to BPS-18(MC) the officer concerned which was deferred due to major penalty removal from service vide Notification No.SO(S/F)E&SED/4-17/2017 dated 04.11.2021 was tentatively imposed upon her and her PERs for the year 2012 to 2018 were not availed."*

In this letter the fact has been acknowledged that the incident which was to be happened in the future i.e. on 04.11.2021, surprisingly, the PSB deferred the appellant for promotion more than two years prior to the occurrence of a future incident, more particularly, there is no place of "astrology" in any law including the service laws. Copy of the letter No.2878/A-12/PF Shahida Parveen dated 07.01.2022 is enclosed as **Annexure F-2.**

7. That vide letter dated 28.02.2022 (**Annexure F-3**) the Director E&SE Department was again asked to provide further details of the service career of appellant and also submit specific recommendations. In turn, the Deputy Director (Female) E&SED vide letter dated 18.03.2022 (**Annexure F-4**) communicated the case of appellant to the Secretary E&SED with the request to place the same before Provincial Selection Board (PSB) for the purpose of proforma promotion to BPS-18 and BPS-19 with all back benefits. Accordingly, the case of appellant was transmitted to the Establishment Department for the purpose of PSB vide letter dated 07.06.2022 (**Annexure F-5**).
8. That in the meanwhile respondents/PSB awarded promotion to the respondents no. 8 to 15 vide Notification No.SO(MC)E&SED/1-3/2022/ Promotion (MC-BS-18) dated 20.04.2022 and it was told to appellant that her case has been fixed in the next meeting of PSB, however, the next meeting of PSB held on 06.07.2022 and in the said meeting too the name of appellant was not included. Thus, on query it was told to appellant that her case had been regretted by the competent authority.

Copy of the Notification No.SO(MC)E&SED/1-3/2022/ Promotion (MC-BS-18) dated 20.04.2022 is enclosed as **Annexure G.**



9. That thereafter, upon hectic efforts the appellant came in the knowledge that her promotion case was regretted by the Establishment Department/PSB and vide letter No. SO(PSB) ED/1-4/2022/P-223(2) dated June-30, 2022 her working papers and documents were returned with the following observations:

- 12
- i. According to Para V(d) of Promotion Policy 2009, if an officer is deferred due to pending enquiry or incomplete dossier and he is subsequently promoted to a higher post, he is allowed to retain his inter se seniority in the lower post with the panellist has already retained. So far her antedated promotion is concerned, it is not covered in the Promotion Policy 2009.
  - ii. According to Para IV(f) of Promotion Policy 2009, Promotion of officers still on probation after their promotion in their existing Basic Scales shall not be considered. the Panellist was promoted to BS-18 on 17.08.2021, hence she has not yet completed prescribed probation period. Therefore, she is not entitled to be considered for appointed to BS-19 on acting charge basis.

Copy of the letter No. SO(PSB) ED/1-4/2022/P-223(2) dated June-30, 2022 is enclosed as Annexure H.

Copy of Notification dated 26.07.2022 is enclosed as Annexure I.

It is noteworthy that the copy of said letter was neither addressed nor communicated to the appellant and she got the copy of same after the PSB of 06.07.2022 i.e. on 08.07.2022; hence, from the date of receiving of impugned letter the present service appeal is within time.

10. That aggrieved of the letter No. SO(PSB) ED/1-4/2022/P-223(2) dated June-30, 2022 and for the purpose of restoration of her seniority as well as Promotion to BPS-18 and BPS-19 with all back benefits, the appellant has been left with no other remedy but to file this appeal for the aforesaid prayer on, inter alia, the following grounds:

**GROUND:**

- i.* That the impugned letter No. SO(PSB) ED/1-4/2022/P-223(2) dated June-30, 2022, Notification No. SO(S/F)/E&SE/1-3/2019/Promotion/BS-17 to BS-18/MC dated 27.05.2019 and Notification No. SO(S/F)/E&SE/1-3/2021/Promotion of BS-18 M.C. dated 17.08.2021, as well as Notification No. SO(MC)E&SED/1-3/2022/ Promotion (MC-BS-18) dated 20.04.2022 and all subsequent Notifications whereby the seniority of appellant has been affected adversely, are unlawful, illegal, outcome of malafide, without jurisdiction, without lawful authority and having no binding effect upon rights of appellant accrued to her by dint of her seniority.
- ii.* That under the K. P. Civil Servants Act, 1973, the Seniority has to be determinate on the basis of length of service or date of appointment. Section 8 of the K.P. Civil Servants Act, 1973, is reproduced hereunder:

**8. Seniority:- (1)** For proper administration of a service, cadre or post, the appointing authority shall cause a seniority list of the members for the time being of such service, cadre or post to be prepared, but nothing herein contained shall be construed to confer any vested right to a particular seniority in such service, cadre or post as the case may be.

(2) Subject to the provisions of sub-section (1), the seniority of a civil servant shall be reckoned in relation to other civil servants belonging to the same service or cadre whether serving the same department or office or not, as may be prescribed.

(3) Seniority on initial appointment to a service, cadre or post shall be determined as may be prescribed.

(4) Seniority in a post, service or cadre to which a civil servant is promoted shall take effect from the date of regular appointment to that post;

Provided that civil servants who are selected for promotion to a higher post in one batch shall, on their promotion to higher post, retain their inter-se-seniority as in the lower post.

(5) The Seniority lists prepared under sub-section (1), shall be revised and notified in the official Gazette at least once in a calendar year preferably in the month of January.

Thus, the impugned letter and notifications dated 27.05.2019, 17.08.2021 and 20.04.2022, whereby appellant's right of seniority has been seized, are violative of the K.P. Civil Servants Act, 1973.

iii. That similarly, Section 9(2)(b) of the Civil Servants Act, 1973, in unequivocal words states that the in case of promotion, the post

is to be filled on the basis of seniority cum fitness. The Section 9 runs as under:

**9. Promotion:- (1)** A civil servant possessing such minimum qualifications as may be prescribed shall be eligible for promotion to a higher post for the time being reserved under the rule for departmental promotion in the service or cadre to which he belongs.

(2) A post referred to in sub-section (1) may either be a selection post or a non-selection post to which promotion shall be made as may be prescribed-

- (a) in the case of a selection post, on the basis of selection on merit; and
- (b) in the case of a non-selection post, on the basis of seniority-cum-fitness.

On this score too, the impugned Notifications and letter are liable to be set aside and modified in a manner, restoring the seniority of appellant as was prior to 27.05.2019.

iv. That the in fact the K.P. Civil Servants (Appointment, Promotion & Transfer) Rules, 1989, also provide that the seniority shall be reckoned from the length of service and not otherwise. The Rule 17 of the ibid Rules in this regard is reproduced hereunder for ready reference, please.

**17. Seniority :- (1)** The seniority inter se of civil servants appointed to a service, cadre or post) shall be determined:-

- (a) In the case of persons appointed by initial recruitment, in accordance with the order of merit assigned by the Commission or as the case may be, the Department Selection Committee; provided that persons selected for

appointment to a post in an earlier selection shall rank senior to the persons selected in a later selection; and

- (b) in the case of civil servants appointed otherwise, with reference to the date of their continuous regular appointment in the post; provided that civil servants selected for promotion to a higher post in one batch shall, on their promotion to the higher post, retain their inter se seniority as in the lower post.

On this score too, the impugned letters and Notifications are liable to be declared ineffective upon rights of the appellant.

- v. That Para-V of the Promotion Policy 2009, sub Para (d) is clear, specific and not open to any other interpretation except that the officer deferred due to pending inquiry or incomplete dossier, shall retain his inter-se seniority on the higher post, as he was having so in the lower post. The Para V(d) of the Promotion Policy 2009 reads as under:

**V. Deferment of Promotion:**

- (a). *Promotion of a civil servant will be deferred, in addition to reasons given in para-IV, if:*
- i. *His inter-se-seniority is disputed/sub-judice.*
  - ii. *Disciplinary or departmental proceedings are pending against him.*
  - iii. *The PER dossier is incomplete or any other document/ information required by the PSB/DPC for determining his suitability for promotion is not available for reasons beyond his control.*
- (b). *The civil servant whose promotion has been deferred will be considered for promotion as soon*

as the reasons for deferment cease to exist. The cases falling under any of the above three categories do not warrant proforma promotion but the civil servant will be considered for promotion after determining his correct seniority over the erstwhile juniors.

(c). If an officer is otherwise eligible for promotion but has been inadvertently omitted from consideration in the original reference due to clerical error or plain negligence and is superseded, he should be considered for promotion as soon as the mistake is noticed.

(d). If and when an officer, after his seniority has been correctly determined or after he has been exonerated of the charges or his PER dossier is complete, or his inadvertent omission for promotion comes to notice, is considered by the Provincial Selection Board/ Departmental Promotion Committee and is declared fit for promotion to the next higher basic scale, he shall be deemed to have been cleared for promotion along with the officers junior to him who were considered in the earlier meeting of the Provincial Selection Board/ Departmental Promotion Committee. Such an officer, on his promotion will be allowed seniority in accordance with the proviso of sub-section (4) of Section 8 of the North-West Frontier Province Civil Servants Act, 1973, whereby officers selected for promotion to a higher post in one batch on their promotion to the higher post are allowed to retain their inter-se-seniority in the lower post. In case, however, the date of

*continuous appointment of two or more officers in the lower post/grade is the same and there is no specific rule whereby their inter-se-seniority in the lower grade can be determined, the officer older in age shall be treated senior.*

- (e). *If a civil servant is superseded he shall not be considered for promotion until he earns one PER for the ensuing one full year.*
- (f). *If a civil servant is recommended for promotion to the higher basic scale/post by the PSB/DPC and the recommendations are not approved by the competent authority within a period of six months from such recommendations, they would lapse. The case of such civil servant would require placement before the PSE/DPC afresh.*

Thus, there is no ground in the *ibid* Promotion Policy on the basis whereof the deferment of appellant from promotion to BPS-18 and BPS-19 could be sustained legally, rather sub-Para (d) in specific words support the claim of appellant.

Copy of the Promotion Policy-2009 is enclosed as **Annexure J**.

vi. That even in the impugned letter dated 30.06.2022 respondents/PSB have noted that:

- i. According to Para V(d) of Promotion Policy 2009, if an officer is deferred due to pending enquiry or incomplete dossier and he is subsequently promoted to a higher post, he is allowed to retain his inter se seniority in the

lower post with the panellist has already retained.

Even then respondents, illegally refused to restore the seniority of appellant and wrongly refused her right of promotion by all back benefits. Hence, a great injustice has been done to her.

- vii. Then in the letter No.2878/A-12/PF Shahida Parveen dated 07.01.2022, the Deputy Director E&SED apprised the Secretary E&SED about the service details and in the said letter it is specifically mentioned:

*"Then in PSB meeting held on 17.05.2019 for promotion from BPS-17 to BPS-18(MC) the officer concerned which was deferred due to major penalty removal from service vide Notification No.SO(S/F)E&SED/4-17/2017 dated 04.11.2021 was tentatively imposed upon her and her PERs for the year 2012 to 2018 were not availed."*

In this letter the fact has been acknowledged that the incident which was to be happened in the future i.e. on 04.11.2021, surprisingly, the PSB deferred the appellant for promotion more than two years prior to the occurrence of a future incident, more particularly, there is no place of "astrology" in any law including the service laws.

Moreover, pendency of inquiry or shortage of PERs cannot be attributed to appellant nor the same were under her control, thus, she cannot be held responsible for the acts, omissions and commissions on the part of department.



- viii. That at the time of awarding promotion to the appellant in BS-18 vide notification dated 17.08.2021, respondents were required to restore her seniority in view of above extracted para (d) of the Promotion Policy 2009, but they omitted to perform their legal duties.

It would not be out of place to mention that, Annual Confidential Reports of the appellant were communicated to the Director E&SE by the District Education officer, D.I.Khan, vide letter No.10415 dated 13.05.2019 i.e. even prior to Notification dated 27.05.2019; but the appellant was deprived the right of promotion and restoration of seniority.

- ix. That the award of promotion to a junior official/officer by ignoring the senior one and that too without any lawful justification is squarely illegal and unlawful. Respondents erred thrice, firstly when they awarded promotion to a junior officers vide Notification dated 27.05.2019 and secondly when they promoted appellant vide notification dated 17.08.2021 with immediate effect, without restoring her previous seniority, and thirdly when they did not taken into account the request of appellant for promotion and instead issued notification dated 20.04.2022 followed by impugned letter dated 30.06.2022 impugned letter. Thus, respondents have committed serious and material irregularity and illegality in not restoring seniority of appellant and giving her all back benefits.

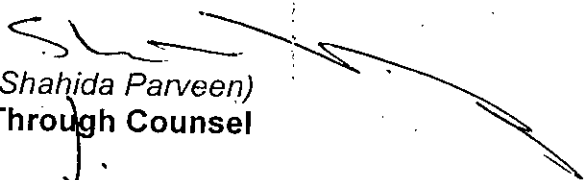
- x. That the counsel for appellant may be allowed to raise additional grounds at the time of arguments.

**It is therefore, humbly prayed that the present service appeal may graciously be allowed as prayed for and thereby the impugned Notifications/letter which adversely affect the seniority and right of**

promotion of appellant, may graciously be cancelled/modified in the manner that the seniority of appellant may be restored by giving her right of promotion in BS-18 and BS-19 with all back benefits.


Such other relief in favour of appellant, not specifically prayed herein, which this Honourable Tribunal may deems appropriate in the attending circumstances of the case.

Yours Humble Appellant

  
(Shahida Parveen)  
Through Counsel

Dt. 2.08.2022


  
AHMAD ALI  
Advocate Supreme Court

  
KHALID MEHMOOD  
Advocate, D.I.Khan..

**VERIFICATION:** I, the appellant, on this day of August-2022, herein mentioned above, do hereby verify that all the contents of this appeal are true & correct and also that it is the first appeal on the subject matter and no such appeal has earlier been filed.

  
Appellant

**AFFIDAVIT:** I, the appellant; do hereby solemnly affirm and declare on oath that all the Para-wise contents of above **Service Appeal** are true & correct to the best of my knowledge, belief and information; and that, nothing has been deliberately concealed from this Honourable Tribunal.

  
Identified by Counsel:  
Ahmad Ali ASC.



  
Deponent

12101-6879401-0

318/22

Registered



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY & SECONDARY EDUCATION  
DEPARTMENT

Dated Peshawar the, February 21, 2012

NOTIFICATION.

NO.SO(S)3-2/2012/DDO(Female). Consequent upon the recommendations of Khyber Pakhtunkhwa Public Service Commission, Peshawar, the Competent Authority is pleased to appoint the following as Deputy District Officers-Management Cadre, in BS-17, (Rs.10000-1200-40000) plus usual allowances as admissible under the rules in the on regular basis under the existing policy of the Provincial Government with immediate effect:-

S.#	Name/Father's Name & Address
1.	Ms. Hasrat Zahra D/O Syed Israr Hussain, House No. 192, Street No.3, Sector-4 KDA, Kohat.
2.	Ms. Mehr-un-Nisa D/O Usmanullah, Mohallah Ghafoor Khan, Village Hakim, Abad, Nowshera.
3.	Ms. Ghazala Anjum D/O Taj Muhammad C/O Miraj-ud-Din Mountain Inn, Chitral.
4.	Ms. Nadia D/O Wasiullah, Mohallah Yaseen Khail, Chankani.
5.	Ms. Shahida Parveen D/O Mir Badshah Khan, C/O Shoab Sultan, near Millat Girls School Kirri Alizai, D.I.Khan.
6.	Ms. Anica Huma Touqeer D/O
7.	Ms. Hussain Ara D/O Shams-ur-Rehman, C/O Dr. Fazl Jamal, Mohallah Poli Baba, Tehs Barawal Bandi Dir Upper.
8.	Ms. Jamila Rana D/O Hafizullah Khan, C/O Tahmidullah Arain, Street Allah Dad Faqir, Mohallah Shekhan Wala Sabir Bazar, District Tank.
9.	Ms. Zahida Bibi D/O Khalidullah, C/O Din Nawaz Khan Senior Officer Zail Taraqiati Bank Bannu.
10.	Ms. Fancos Jamal D/O Mehmood Khan, House No. 357020 Mohallah, Kokab Colony opposite Strai Complex, D.I.Khan.
11.	Ms. Ghulam Fatima D/O Muhammad Hassan Khan, C/O Deputy District Officer E&SE Parova D.I.Khan.
12.	Ms. Rukhsana Rahim D/O Hajji Rahim Khan, Mohallah Soeni Village & P.O Lund Khawar Mardan.
13.	Ms. Jamila Munawar D/O Gul Munawar, Govt. Girls High School, PAF Shaheen Camp Peshawar.
14.	Ms. Shahoon Begum D/O Wali Muhammad, C/O Rashid Medicine Balambat Bazaar, Timergara Dir Lower.
15.	Ms. Rehana Yasmeen D/O Roshan Din, Mohallah Ahmad Khan, Village & P.O Box Sara Saleh, Haripur.
16.	Ms. Nighat Bibi D/O Muhammad Khan, Indus Medicine, Al-Muntaz Plaza, near Quresh Petrol Pump supply Manselua Road, Abbottabad.
17.	Ms. Shazia Nawaz D/O Rab Nawaz, C/O Shoab Karyana Store, near Istaiti Madrasa Mosque Mohallah Kolab Colony, Tank City.
18.	Ms. Safia Amin D/O Amin-ul-Hay, Mohallah Hajjan Torangzal Tehsil & District Charsadda
19.	Ms. Dure Shwar D/O Jasmahid Khan, House No.24, Street No.7 Rahat Abad Palosi Road, Peshawar.
20.	Ms. Alisha Saeed D/O Saeed Ahmed Awan, Al-Saeed Saba Colony Nawan Sher Abbottabad.
21.	Ms. Sadia Aziz D/O Aziz-ur-Rehman, House No KL-1106 Mohallah Kassim Kohla Koha Abbottabad.

23	Ms. Hafsa Gul D/O Nushad Ali Khan, House No.1 Street 9, Rahat/Abad, Palosi Road, Peshawar.
23	Ms. Sumera Sheraz D/O Sardar Khan, House No.14/228 Street No.17-B Gulbajar No.2 Peshawar.
24	Ms. Abida Parveen D/O Lal Bahadar Mohallah Kumbhar Village & P.O Toru District Mardan.
25	Ms. Laila Ali D/O Syed Ali Jan, Village & P.O Tangi Nusrat Zai, Tehsil Tangi, District Charsadda.
25	Ms. Naila Arif D/O Dr. Abdul Latif C/O Sadullah Khan, Ex-Govt. Contractor, House No. C/3125, Mohallah Laghari, near Masjid papal Wali, D.I.Khan.
27	Ms. Nargis Jabeen D/O Saifullah, House No.290/A) Aria Samaj Tanchi Bazar Bannu

2- On their appointment, they are posted in E&SE offices in different Districts of Khyber Pakhtunkhwa as noted against each subject to the conditions given below:-

S.#	Name/Father's Name & Address	Proposed place of posting	Remarks
1	Ms. Hasrat Zahra D/O Syed Israr Hussain, House No. 192, Street No.3, Sector-4 KDA Kohat.	Deputy District Officer (Female) (BS-17) E&SE Kohat	Vice S.No.28
2	Ms. Mehr-un-Nisa D/O Usmanullah, Mohallah Shafoor Khan, Village Hakim Abad, Nowshera.	Deputy District Officer (Female) (BS-17) E&SE Chitral	Vice S.No.29
3	Ms. Ghazala Anjum D/O Taj Muhammad C/O Miraj-ud-Din Mountain Inn, Chitral.	Deputy District Officer (Female) (BS-17) E&SE Mastooj at Booni Chitral	Vice S.No.30
4	Ms. Nadia D/O Wasiullah, Mohallah Yaseen Khail, Chamkanl.	Deputy District Officer (Female) (BS-17) E&SE Swabi, <del>Lakro</del>	A.V.P
5	Ms. Shahida Parveen D/O Mir Badshah Khan, C/O Shoaib Sultan, near Millat Girls School Kirri Alizai, D.I.Khan.	Deputy District Officer (Female) (BS-17) E&SE D.I.Khan	Vice S.No.32
6	Ms. Anlqa Huma Touqeer D/O Sher Ahmad Akhtar Khattak, C/O Qaisar Tanveer Khattak, Tariq Abad, D.I.Khan	Deputy District Officer (Female) (BS-17) E&SE Kulachi D.I.Khan	Vice S.No.31
7	Ms. Hussan Ara D/O Shams-ur-Rehman, C/O Dr. Fazl Jamal, Mohallah Poli Baina, Tehsil Barawal Bandi Dir Upper.	Deputy District Officer (Female) (BS-17) E&SE Dir Upper	Vice S.No.33
8	Ms. Jamila Rana D/O Hafizullah Khan, C/O Tahirullah Arain, Street Allah Dad Faqir, Mohallah Shekhan Wala Sabir Bazar, District Tank.	Deputy District Officer (Female) (BS-17) E&SE, Lakki Marwat.	A.V.P
9	Ms. Zahida Bibi D/O Khalilullah, C/O Din Nawaz Khan Senior Officer Zari Taraqiali Bank Bannu.	Deputy District Officer (Female) (BS-17) E&SE, Hangu.	-do-
10	Ms. Fanoos Jamal D/O Mehmood Khan, House No.357020 Mohallah, Kokab Colony opposite Siraj Complex, D.I.Khan.	Deputy District Officer (Female) (BS-17) E&SE, Takht-e-Nusrati Karak.	-do-
11	Ms. Ghulam Fatima D/O Muhammad Hassan Khan, C/O Deputy District Officer E&SE Parova D.I.Khan.	Deputy District Officer (Female) (BS-17) E&SE, Parova D.I.Khan	Vice S.No.34
12	Ms. Rukhsana Rahim D/O HajiRahim Khan, Mohallah Sooni Village & P.O Lund Khawar Mardan.	Deputy District Officer (Female) (BS-17) E&SE, Sama Ranazai Malakand	A.V.P
13	Ms. Jamila Munawar D/O Gul Munawar, Govt. Girls High School, PAF Shaheen Camp Peshawar.	Deputy District Officer (Female) (BS-17) E&SE, Banda Daud Shan Karak	Vice S.No.35
14	Ms. Shaheen Begum D/O Wail Muhammad, C/O Kashif Medicose Balainbat Bazzar, Timergara Dir Lower.	Deputy District Officer (Female) (BS-17) E&SE, Samar Dagh Dir Lower	A.V.P

15	Ms. Rehana Yasmeen D/O Roshan Din, Mohallah Ahmad Khan, Village & P.O Box Sarai Saleh, Haripur.	Deputy District Officer (Female) (BS-17) E&SE, Haripur.	-do-
16	Ms. Nighat Bibi D/O Muhammad Khan, Indus Medicose, Al-Muntaz Plaza, near Qureshi Petrol Pump supply Mansehra Road, Abbottabad.	Deputy District Officer (Female) (BS-17) E&SE, Mansehra.	A.V.P
17	Ms. Shazia Nawaz D/O Rab Nawaz, C/O Shoalb Karyana Store, near Islami Madrassa Mosque Mohallah Kotab Colony, Tank City.	Deputy District Officer (Female) (BS-17) E&SE, Tank	-do-
18	Ms. Safia Amin D/O Amin-ul-Haq, Mohallah Hajian Torangzai Tehsil & District Charsadda	Deputy District Officer (Female) (BS-17) E&SE, Charsadda	Vice S.No.36
19	Ms. Dute Shawar D/O Jasmahid Khan, House No.24, Street No.7, Rahat Abad Palosi Road, Peshawar.	Deputy District Officer (Female) (BS-17) E&SE, Peshawar.	A.V.P
20	Ms. Aisha Saeed D/O Saeed Ahmed Awan, Al-Saeed Saba Colony Nawan Sher Abbottabad.	Deputy District Officer (Female) (BS-17) E&SE, Battagram.	Vice S.No.37
21	Ms. Sadia Aziz D/O Aziz-ur-Rehman, House No.KL-1106 Mohallah Kassim Kohla Kohal Abbottabad.	Deputy District Officer (Female) (BS-17) E&SE, Abbottabad	A.V.P
22	Ms. Hafsa Gul D/O Nushad Ali Khan, House No.1 Street 9, Rahat Abad, Palosi Road, Peshawar.	Deputy District Officer (Female) (BS-17) E&SE, Nowshera.	Vice S.No.38
23	Ms. Sumera Sheraz D/O Sardar Khan, House No.84/228 Street No.17-B Gulbahar No.2 Peshawar.	Deputy District Officer (Female) (BS-17) E&SE, Swabi.	A.V.P
24	Ms. Abida Parveen D/O Lal Bahadar Mohallah Kumbar Village & P.O Toru District Mardan.	Deputy District Officer (Female) (BS-17) E&SE Takhtbhai	Vice S.No.41
25	Ms. Laila Ali D/O Syed Ali Jan, Village & P.O Tangi Nusrat Zal, Tehsil Tangi, District Charsadda.	Deputy District Officer (Female) (BS-17) E&SE, Tangi Charsadda	Vice S.No.39
26	Ms. Naila Latif D/O Dr. Abdul Latif C/O Sadullah Khan, Ex- Govt. Contractor, House No. C/3125, Mohallah Lughari, near Masjid papal Wali, D.I.Khan.	Deputy District Officer (Female) (BS-17) E&SE, Peshawar D.I.Khan	Vice S.No.40
27	Ms. Nargis Jabeen D/O Saifullah, House No.299/D Aria Samaj Tanchi Bazar Bannu	Deputy District Officer (Female) (BS-17) E&SE, Bannu.	A.V.P
<b>CONSEQUENTIAL POSTINGS/TRANSFERS</b>			
28.	Ms. Humara Syed, Deputy District Officer Female (BS-17) Kohat.	Subject Specialist Mathematics, GGHS Shakardara Kohat	A.V.P
29.	Ms. Zahra Jalal, Deputy District Officer Female (BS-17) Kohat.	Incharge District Officer (Female) Chitral till further orders and subject to the condition that she will not claim, normally pay and allowances of the higher post	she already holds as additional charge
30	Ms. Bibi Halima, Deputy District Officer Female (BS-17) Mastooj Chitral.	Subject Specialist Islmiyat (BS-17) GGHS Samarbagh Dir Lower	A.V.P
31	Ms. Akhtar Batool, Deputy District Officer Female (BS-17) Kulachi D.I.Khan.	Headmistress (BS-17) GGHS Musazai D.I.Khan	A.V.P
32	Ms. Shahana Yasmeen, Deputy District Officer Female (BS-17) D.I.Khan.	Headmistress (BS-17) GGHS Kiri Shamozai D.I.Khan	-do-

Respondent NO 3.



33.	Ms. Habib-un-Nisa, (SET BS-16) Deputy District Officer Female (BS-17) Dii Upper	SET (BS-16) GGHS Gandigar Dii Upper	A V P
34.	Ms. Kulsoum Begum, Deputy District Officer Female (BS-17) Parova D.I.Khan.	Headmistress (BS-17) GGHS Dalukhel Lazki Marwat.	-do-
35.	Ms. Javod Iqbal, Deputy District Officer Female (BS-17) Banda Daud Shah Karak.	Headmistress (BS-17) GGHS Khurran Karak.	-do-
36.	Ms. Aqila Begum, Deputy District Officer Female (BS-17) Charsadda.	Headmistress (BS-17) GGHS Daulat Pura Charsadda.	-do-
37.	Ms. Rahida Begum, Deputy District Officer Female (BS-17) Mansehra.	Headmistress (BS-17) GGHS Falhala Mansehra.	-do-
38.	Ms. Bibi Raheela, Deputy District Officer Female (BS-17) Nowshera.	Headmistress (BS-17) GGHS Nizampur Nowshera.	-do-
39.	Ms. Samoona Roolii, Deputy District Officer Female (BS-17) Tangi Charsadda	Headmistress (BS-17) GGHS Alijan Kilay Charsadda.	-do-
40.	Ms. Kausar Parveen, Deputy District Officer Female (BS-17) Pahrpur D.I.Khan.	SET (BS-16) services placed at the disposal of Directorate E&SE Peshawar	-do-
41.	Ms. Mubarik Zaiba, Deputy District Officer Female (BS-17) Takhtbhai.	Headmistress (BS-17) GGHS Abi Maulan	-do-

TERMS & CONDITIONS:

1. Their services will be considered regular but without Pension & Gratuity in terms of Section-19 of the NWFP Civil Servant Act, 1973 as amended vide NWFP Civil Servants (Amendment) Act, 2005. They will however be entitled to Contributory Provident Fund in such a manner and at such rates as prescribed by the Government.
2. The Deputy District Officer who are already in Government service and working against pensionable posts on regular basis before 1<sup>st</sup> day of July 2001, without any service break, on application to Khyber Pakhtunkhwa Public Service Commission through proper channel and selection by the Commission, are appointed and allowed choice of option either to retain benefit of pension & gratuity as allowed to them under their previous terms of appointment or to avail the benefit of Contributory Provident Fund allowed to them under new appointment.
3. Their services are liable to termination on one month's notice from either side. In case of resignation without notice then one month pay/allowances, shall be forfeited to the Government.
4. The appointees should join their posts within 30 days of the issuance of this notification. The Director, E&SE Peshawar would furnish a certificate to the effect that the candidates have joined the posts otherwise, after one month of the issuance of this Notification, failing which their candidature will expire automatically and no subsequent appeal etc shall be entertained.
5. They would be on probation for a period of one year extendable for another one year.
6. They will be governed by such rules and regulations as may be issued from time to time by the Govt.

24  
21

Their services can be terminated at any time, in case their performance is found unsatisfactory during probationary period.

8. Charge report should be submitted to all concerned.


9. No TAVDA will be allowed to the appointees for joining their duty.

SECRETARY TO GOVT. OF KHYBER PAKHTUNKHWA  
ELEMENTARY & SECONDARY EDUCATION  
DEPARTMENT

ENDST. NO. & DATE EVEN

Copy forwarded for information & necessary action to:-

- 1- Accountant General, Khyber Pakhtunkhwa.
- 2- Director, E&SE, Peshawar.
- 3- All EDOs, E&SE in Khyber Pakhtunkhwa.
- 4- District Accounts Officers Concerned.
- 5- Director Recruitment, Khyber Pakhtunkhwa Public Service Commission, Peshawar.
- 6- PS to Chief Secretary, Khyber Pakhtunkhwa.
- 7- PS to Secretary, E&SE Department.
- 8- Candidate Concerned.
- 9- Office order file.

  
(AMIR HASSAN KHAN)  
SECTION OFFICER (S/F)

32



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY AND SECONDARY EDUCATION DEPARTMENT  
Block-"A" Opposite MPA's Hostel, Civil Secretariat Peshawar  
Phone: 091-9210480, Fax # 091-9211419

(B)  
22

NOTIFICATION

Dated Peshawar the May 31<sup>st</sup>, 2019

No. SO(S/F)E&SED/1-3/2019/Promotion/BS-17 to BS-18/MC:

Consequent upon promotion of the following Officers of Management Cadre from Sub-Divisional Education Officer (BS-17) to Deputy District Education Officer (BS-18) as notified vide this department notification of even No. dated 27-05-2019, the Competent Authority is pleased to transfer the following officers for actualization of their promotion with immediate effect:

Sr	Name & Father's Name	Adjusted As	Remarks
1	Rukhsana Rahim D/O Haji Rahim Khan	DDEO (Female) Buner	A.V.P
2	Hafsa Gul D/O Naushad Ali Khan	DDEO (Female) Nowshera	A.V.P
3	Aniqa Huma Tauqeer D/O Sher Ahmad Akhtar Khattak	DDEO (Female) Tank	A.V.P
4	Aisha Saeed D/O Saeed Ahman Awan	DDEO (Female) Abbottabad	A.V.P
5	Sadia Aziz D/O Aziz ur Rehman	DDEO (Female) Haripur	Already occupied by her
6	Shazia Nawaz D/O Rab Nawaz	DDEO (Female) Karak	A.V.P
7	Famila Rama D/O Hafiz Ullah	DDEO (Female) Kohat	A.V.P
8	Sumera Sheraz D/O Sardar Khan	DD Directorate of E&SE	A.V.P
9	Safia Amin D/O Amin ul Haq	DDEO (Female) Peshawar	A.V.P
10	Abida Parveen D/O Lal Bahader	DDEO (Female) Swabi	A.V.P
11	Nadia Begum D/O Wasi Ullah	DDEO (Female) Battagram	A.V.P
12	Dur-e-shawar D/O Jan Said	DDEO (Female) Charsadda	A.V.P
13	Ghulam Fatima D/O Muhammad Hassan Khan	DDEO (Female) DIK	A.V.P
14	Hasrat Zahra D/O Syed Israr Hussain	Deputy Directress (BS-18) Directorate of E&SE	Already occupied by her
15	Rehana Yasmin D/O Roshan Din	DDEO (Female) Manshara	A.V.P
16	Shaheen Begum D/O Wali Muhammad	DDEO (Female) Lower Dir	A.V.P
17	Ghazala Anjum D/O Taj Muhammad	DDEO (Female) Chitral	A.V.P
18	Nighat Bibi D/O Muhammad Khan	DDEO (Female) Kohistan	A.V.P
19	Nargis Jabeen D/O Saifullah Khan	DDEO (Female) Larki	A.V.P
20	Laila Ali D/O Syed Ali Jan	DDEO (Female) Malakand	A.V.P
21	Meher un Nisa D/O Usman Ullah	DDEO (Female) Shangla	A.V.P
22	Fanoos Jamal D/O Melmood Khan	DDEO (Female) Bannu	Already occupied by her
23	Hussna Ara D/O Shamsur Rehman	DDEO (Female) Upper Dir	A.V.P



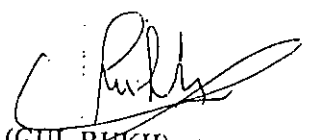
23

2. The regular posting/adjustment of the above named officers shall be notified later on.  
No TADA is allowed.

SECRETARY  
ELEMENTARY & SECONDARY EDUCATION  
DEPARTMENT

Endst: of even No. & date:

- Copy forwarded to the:
1. Accountant General Khyber Pakhtunkhwa, Peshawar.
  2. Director E&SE Khyber Pakhtunkhwa, Peshawar.
  3. District Education Officers (Female) concerned.
  4. District Accounts Officers concerned.
  5. PS to Secretary E&SE Department.
  6. In-charge EMISE, E&SE Department for uploading at official website at the earliest.
  7. Officers concerned.
  8. Office order file.



(GUL RUKH)  
SECTION OFFICER  
(SCHOOLS FEMALE)



OFFICE OF THE DISTRICT EDUCATION OFFICER (FEMALE)

DERA ISMAIL KHAN

No. 10415

Dated 13/5/2019.

To

The Director,  
Elementary & Secondary Education  
Khyber Pakhtoon Khawa Peshawar.

Subject;

ANNUAL CONFIDENTIAL REPORT.

Memo;

Please find enclosed herewith Annual confidential Reports along with other relevant documents in respect Mrs. Shahida Shirani SDEO(F) Paroa District DI Khan for further action.

*[Signature]*  
13/5/19  
DISTRICT EDUCATION OFFICER  
(FEMALE) DERA ISMAIL KHAN

Arshad ACR.

*[Signature]*  
14/5/19



(25) (D)

**GOVERNMENT OF KHYBER PAKHTUNKHWA**  
**ELEMENTARY AND SECONDARY EDUCATION DEPARTMENT**

No. SO(S/F)E&SED/4-17/2020/Shahida Parveen  
Dated Peshawar the October 29<sup>th</sup>, 2020

To

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

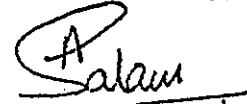
Subject: **REQUEST FOR DE-NOVO INQUIRY.**

Dear Sir,

I am directed to refer to your letter No. SOR-I(E&AD)5-94/2018, dated 29.04.2020, on the subject and to state that this department had processed the case through a note for Chief Secretary, bearing No. ESE-4670 wherein the department proposed to withdraw the disciplinary proceedings against Mst. Shahida Parveen (MC BS-17), the then SDEO (F) Prova, D.I.Khan, as the inquiry contained fatal errors and Charge Sheet and Show Cause notice contained different charges. The Competent Authority, while agreeing with the arguments put forth in the note, left it on the discretion of this department to re-examine the case and initiate fresh inquiry if deemed appropriate. Similarly, in the note for Chief Secretary, bearing No. ESE-1959, the hearing officer, Syed Kamran Shah (PCS SG BS-21) also observed that in the presence of variation of charges in charge sheet and show cause notice, the instant inquiry proceedings are technically questionable and legally compromising.

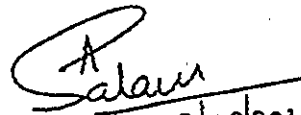
Since the accused have already suffered a lot due to prolong inquiry, that too contains fatal errors/omissions, hence the instant disciplinary proceedings against her are hereby dropped/withdrawn, with the approval of the Competent Authority.

Yours faithfully,

  
29/10/2020  
(ABDUS SALAM)  
SECTION OFFICER (S/F)

31  
Copy forwarded to:

1. Director, Elementary & Secondary Education, Khyber Pakhtunkhwa, Peshawar.
2. District Education Officer (Female), D.I.Khan.
3. PS to Chief Secretary, Khyber Pakhtunkhwa.
4. Mst. Shahida Parveen (MC BS-17), presently posted as Subject Specialist (Urdu), GGSS Mithapur, D.I.Khan.
5. PS to Secretary, Elementary & Secondary Education Department.
6. PA to Deputy Secretary (Admn) E&SE, Department.

  
29/10/2020  
SECTION OFFICER (S/F)



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY AND SECONDARY EDUCATION DEPARTMENT  
Block-"A" Opposite MPA's Hostel, Civil Secretariat  
Peshawar  
Phone No. (091)-9223588

26

Dated Peshawar the, August 17<sup>th</sup> 2021

NOTIFICATION

NO.SO(S/F)/E&SE/1-3/2021/Promotion of BS-18 M.C: The Competent Authority on the recommendation of Provincial Selection Board in its meeting held on 31.07.2021, is pleased to promote Mst. Shahida Parveen, Management Cadre (BS-17) to (BS-18) on regular basis, with immediate effect.

2. The officer on promotion will remain on probation for a period of one year, in terms of section-6 (2) of Khyber Pakhtunkhwa Civil Servant Act, 1973 read with Rule-15(1) of Khyber Pakhtunkhwa Civil Servants (Appointment, Promotion & Transfer) Rules 1989 and extendable for another year with specific orders of appointing authority within two months of the expiry of first year of promotion period as provided in Rule-15 (2) of Rules ibid.

3. Consequently, she is allowed to actualize her promotion against the already occupied post.

SECRETARY TO GOVT: OF KHYBER PAKHTUNKHWA  
E&SE DEPARTMENT

Endst: of even No. & date:

Copy forwarded for information to the:

1. Accountant General, Khyber Pakhtunkhwa, Peshawar.
2. Director, E&SE Khyber Pakhtunkhwa, Peshawar.
3. District Education Officers (Female) Concerned. Tank
4. District Accounts Officer, Concerned.
5. Director EMIS, E&SE Department.
6. PS to Secretary, E&SE Department.
7. Mst. Shahida Parveen, Deputy District Education Officer, Tank.
8. Office order file.



(Hafeez Ur Rehman Shah)  
SECTION OFFICER (S/F)

27

F

To

The Secretary  
E.&SE Department KP Peshawar

Subject Application for proforma promotion to (BS-18 MC) and (BS-19 MC) with all back benefits.

Dear Sir,

With due respect following few lines are submitted for kind perusal:-

- i. In pursuance of the KP PSC recommendations conveyed vide letter No.KPK/PSC/SR II 040091 dated 04-07-2011, the undersigned was appointed as Deputy District Officer management cadre in (BS-17) vide E.&SE Department Notification dated 21-02-2012.
- ii. The undersigned belong to Zone-I and was on top of the merit list maintained by KP PSC but my due seniority was not maintained by the Department, against which several applications were submitted but in vain. Instead of maintaining correct seniority position i.e. S.No 5 as intimated by KP PSC, my name was wrongly enlisted at S No 17 of (BS-17 MC) seniority list issued by the Department, due to which my juniors were promoted to (BS-18 MC)
- iii. The undersigned was wrongly involved in a fabricated inquiry and was therefore deferred from promotion to (BS-18) by the PSB on 17-05-2019 and my juniors were allowed promotion to (BS-18 MC) vide E.&SE Department Notification dated 27-05-2019.
- iv. Later on, the fabricated case instituted against me was dropped by the competent authority and the undersigned was promoted to (BS-18 MC) by PSB on 31-07-2021 and now posted as DDEO (F) Tank.
- v. Due to deferment of promotion to (BS-18) on concocted and fabricated charges, the undersign was put to great mental torture and financial loss for about 2 years due to my no fault and my juniors were promoted
- vi. Sufficient sanctioned of posts (BS-19 MC) are lying vacant in the Department, which are presently occupied by (BS-18) Officers in OPS.
- vii. As undersigned belong to zone-I and topper of KP PSC as Deputy District Officer (BS-17). All the posts of DEO (F) BS-19 in Merged Districts (zone-I) are lying vacant. Therefore the undersigned having established right of zone-I deserve to be considered for promotion to BS-19 (MC) against these newly sanctioned posts of DEOs

3/

MSW  
Forgoing in view, it is humbly requested that case of proforma promotion of the undersigned to (BS-18 MC) and (BS-19 MC) with all back benefits may kindly be processed and send to Establishment Department for consideration in the upcoming PSB meeting.

25/11

Dated 24-11-2021

Yours faithfully,

(Shahida Parveen)  
(BS-18 MC)  
DDEO(Female) Tank

9119  
25/11

DS(A)  
SO(S/F)

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**GOVERNMENT OF KHYBER PAKHTUNKHWA**  
ELEMENTARY & SECONDARY EDUCATION DEPARTMENT  
BLOCK 5 OPPPOSITE SIDA POST OFFICE II SECRETARIAT PESHAWAR  
PHONE NO. 011-2510000

N. S. S. E. & S. E. D. 16/2021 Shahida Parveen  
Dated Peshawar the 28<sup>th</sup> 2021

Director  
Elementary & Secondary Education Department  
Khyber Pakhtunkhwa Peshawar

28/11/2021

**SUBJECT: APPLAL PROFORMA PROMOTION TO (MC BS-18) AND (MC BS-19) WITH ALL BACK BENEFITS.**

Copy directed to refer to the subject noted above and to enclose herewith in original approved by Mr. Shahida Parveen (MC BS-18) DDO (I) Tank for further necessary action please.

Encls: As above.

*[Signature]*  
- 28/11  
**(HAFIZ UR REHMAN SHAH)**  
SECTION OFFICER (S/F)

Encls: Even No. & Date:

Copy of the above is forwarded to PS to Secretary, E&SE Department

3/

*[Signature]*  
- 28/11  
SECTION OFFICER (S/F)

**DIRECTORATE OF ELEMENTARY & SECONDARY EDUCATION  
KHYBER PAKHTUNKHWA, PESHAWAR.**

No) 878/A-12/PF Shahida Parveen

Dated 07/10/2022

29

To

The Secretary to Government of Khyber Pakhtunkhwa  
Elementary and Secondary Education Department

Subject

**APPEAL PROFORMA PROMOTION TO (MC BS-18) AND (MC BS-19) WITH  
ALL BACK BENEFITS.**

Memo

I am directed to refer to letter No.SO(S/F)E&AED/4-16/2021/Shahida Parveen dated 28 10 2021 on the subject cited above and to state that the detail as under:-

- ❖ The officer was appointed as DDEO(F MC)Tank, in BPS-17 on 21 02 2012
- ❖ Then in PSB meeting held on 17.05.2019 for promotion from BPS-17 to BPS18(MC)The officer concerned which was deferred due to major penalty removal from service vide notification No.SO(S/F)E&SED/4-17/2017 dated 04.11 2021 was tentatively imposed upon her PERs for the year 2012 to 2018 were not available.
- ❖ Later on in PSB meeting held on 31.07.2021, the officer concerned was recommended and promoted from BPS-17 to BPS-18 on regular basis on August 17<sup>th</sup> 2021 and posted at Tank as DDEO (F) MC BS-18.
- ❖ Now the officer concerned is the on probation for a Period of one year, *hindi*  
So the case history is submitted for further order please.

*3/*  
*2*  
Deputy Director (Female)  
Elementary & Secondary Education  
Khyber Pakhtunkhwa

Encls No \_\_\_\_\_

Copy forwarded for information to the -

1 PA to Director E&SE Khyber Pakhtunkhwa, Peshawar

*2*  
Deputy Director (Female)  
Elementary & Secondary Education  
Khyber Pakhtunkhwa



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY AND SECONDARY EDUCATION DEPARTMENT  
Block "A" Opposite MPAA's Hostel, Civil Secretariat Peshawar

F3  
30

No. SO(MC) E&SED/4-17/2020/Appeal for promotion  
Dated Peshawar the February 28<sup>th</sup> 2022

To

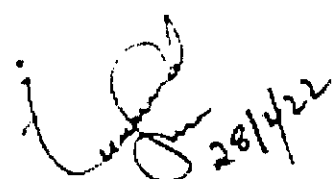
The Director,  
Elementary & Secondary Education,  
Khyber Pakhtunkhwa, Peshawar

Subject: - **APPEAL FOR PROFORMA PROMOTION TO (MC BS-18) AND (MC BS-19) WITH ALL BACK BENEFITS.**

I am directed to refer your letter No. 2898/A-12/PF. Shahida Parveen dated 07-01-2022 on the subject noted above and to enclose herewith a copy of self-explanatory application dated 28-01-2022 received from Mst. Shahida Parveen (MC BS-18) Deputy DEO (Female) Tank, for favour of appropriate action/ comments, in the form of self-contained communication stating the facts of the case, the points for decision and specific recommendations shall be submitted to this Department within three days positively

2- Furthermore, it may also be communicated whether the officer presently under probation period in light of Establishment Department, Khyt Pakhtunkhwa letter No. SO(PSB)ED/1-4/2021P-205 dated 04-08-2021, is eligible for proforma promotion, as per the context of her application or otherwise.

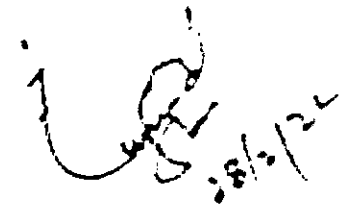
**Encls: As above**

  
28/1/22

(JUNAID SHAH)  
SECTION OFFICER (Management C)

Cc to the: -

❖ PS to Secretary, E&SE Department, Khyber Pakhtunkhwa.

  
28/1/22





**DIRECTORATE OF ELEMENTARY & SECONDARY EDUCATION**  
**KHYBER PAKHTUNKHWA, PESHAWAR.**

(F4)

(31)

No. 16119/A-12/PF Shahida Parveen

Dated 12/3/2022

To.

The Section Officer (School/Male)  
Government of Khyber Pakhtunkhwa  
Elementary and Secondary Education Department

Subject. **APPEAL FOR PROFORMA PROMOTION TO (MC BS-18)AND MC BS-19)WITH ALL BACK BENEFITS**

Memo

I am directed to refer to letter No SO (MC) E&SED/7-3/2021/Appeal for Promotion dated 09 03 2022 on the subject cited above and to enclose herewith Nine (09) sets of working papers for proforma promotion on regular basis of Management cadre (Female) in respect of Mst Shahida Parveen (BS-18 MC) Deputy DEO (F) Tank with the request at the case may be placed before Provincial Selection Board for consideration please

Encls As above.

*M*  
18/3/2022  
111 Deputy Director (Female)  
Elementary & Secondary Education  
Khyber Pakhtunkhwa

Encls No \_\_\_\_\_

Copy forwarded for information to the -

- 1 PA to Director E&SE Khyber Pakhtunkhwa Peshawar

Deputy Director (Female)  
Elementary & Secondary Education  
Khyber Pakhtunkhwa



GOVERNMENT OF KHYBER PAKHTUNKHWA  
SECRETARY AND PRIMARY EDUCATION DEPARTMENT  
Block "A" Opposite MPA's Hostel, Civil Secretariat Peshawar

PS

32

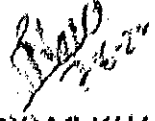
The Government of Khyber Pakhtunkhwa  
Civil Secretariat Peshawar, the date 04<sup>th</sup>, 2022

The Section Officer (P&H),  
Establishment Department, Khyber Pakhtunkhwa,  
Peshawar

Subject: **WORKING PAPER FOR PROMOTION.**

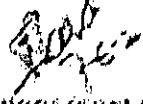
I am directed to enclose herewith Seven (07) sets of Working Papers regarding Promotion promotion of Mr. Shahida Parveen (MC BS-15), Deputy District Education Officer (Female) Tank with the request for placement before the upcoming meeting of the Provincial Selection Board for consideration, please.

Encls: As above

  
(NABEER ABBAS KHALIL)  
SECTION OFFICER (Management Cadres)

CC to the:-

1. Director E&SE Khyber Pakhtunkhwa w/h to his letter No 1942 dated 12-03-2022.
2. PB to Secretary, E&SE Department, Khyber Pakhtunkhwa

  
SECTION OFFICER (Management Cadres)



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY AND SECONDARY EDUCATION DEPARTMENT  
Block-"A" Opposite MPA's Hostel, Civil Secretariat Peshawar  
Phone No. 091-9221598

33

9

Dated Peshawar the April 20<sup>th</sup>, 2022

**NOTIFICATION**

**NO.SO(MC)E&SED/1-3/2022/PROMOTION(MC-BS-18)**: On the recommendations of the Provincial Selection Board, in its meeting held on 07-04-2022, the following Deputy District Education Officers / Deputy Directors (Female MC BS-18) of Elementary & Secondary Education Department are hereby promoted / appointed as District Education Officers / Additional Directors (MC BS-19) on regular / acting charge basis, with immediate effect -

Sr. No	Name of officer	Remarks
1.	Mst Rabia Anees (MC BS-19)	Promoted on regular basis
2.	Mst Hafsa Gul (MC BS-19)	Appointed on acting charge basis
3.	Mst. Aniqah Humia Touqeer (MC BS-19)	Appointed on acting charge basis
4.	Mst Aisha Saeed (MC BS-19)	Appointed on acting charge basis
5.	Mst. Sadia Aziz (MC BS-19)	Appointed on acting charge basis
6.	Mst. Shazia Nawaz (MC BS-19)	Appointed on acting charge basis
7.	Mst. Sumera Sheraz (MC BS-19)	Appointed on acting charge basis
8.	Mst. Safia Amin (MC BS-19)	Appointed on acting charge basis
9.	Mst. Abida Parveen (MC BS-19)	Appointed on acting charge basis
10.	Mst. Nadia Begum (MC BS-19)	Appointed on acting charge basis
11.	Mst. Durr e Shahwar (MC BS-19)	Appointed on acting charge basis
12.	Mst. Ghulam Fatima (MC BS-19)	Appointed on acting charge basis
13.	Mst. Hasrat Zahra (MC BS-19)	Appointed on acting charge basis
14.	Mst. Shaheen Begum (MC BS-19)	Appointed on acting charge basis

2- The officer at Sr. No-1, on promotion will remain on probation for a period of one year in terms of Section-6(2) of the Khyber Pakhtunkhwa Civil Servant Act, 1973 read with Rule-15(1) of the Khyber Pakhtunkhwa Civil Servant (Appointment, Promotion & Transfer) Rules-1989 which will be extendable for another year with the specific orders of Appointing Authority within two months of the expiry of the first year of promotion period as provided in Rules-15(2) of the Rules ibid.

3- The posting / transfer notification in respect of the above officers will be issued later on.

**SECRETARY TO THE GOVT: OF KHYBER PAKHTUNKHWA  
E&SE DEPARTMENT**

**Endst: of even No. & date:**

Copy forwarded for information to the: -

1. Accountant General, Khyber Pakhtunkhwa, Peshawar.
2. Director, E&SE Khyber Pakhtunkhwa, Peshawar.
3. All District Education Officers (Female) in Khyber Pakhtunkhwa.
4. Director EMIS, E&SE Department with the request to upload the same on the official website of the department.
5. District Accounts Officers of the concerned districts.
6. PS to Secretary Establishment Department, Khyber Pakhtunkhwa.
7. PS to Secretary, E&SE Department, Khyber Pakhtunkhwa.
8. Officers concerned.

(JUNAID SHAH)

SECTION OFFICER (Management Cadre)



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ESTABLISHMENT DEPARTMENT

No. SO (PSB) ED/1-4/2022/P-223(2)  
Dated Peshawar, the June 30, 2022

(H)  
34

To

The Secretary to the Govt: of Khyber Pakhtunkhwa,  
Elementary & Secondary Education Department.

SUBJECT: PROMOTION/APPOINTMENT OF DEPUTY DEOS/DEPUTY DIRECTORS (FEMALE) MC BS-18 TO THE POST OF DEOS/ADDITIONAL DIRECTORS FEMALE MC BS-19.

Dear Sir,

I am directed to refer to Elementary & Secondary Education Department letter No. SO(MC)E&SED/2-3/2021/Promotion of Shahida Parveen dated 07.06.2022 on the subject and to say that the case has been examined in Regulation wing and observed that:-

- i. According to Para V (d) of Promotion Policy 2009, if an officer is deferred due to pending enquiry or incomplete dossier and he is subsequently promoted to a higher post, he is allowed to retain his inter se seniority in the lower post which the panelist has already retained. So far her antedated promotion is concerned, it is not covered in the Promotion Policy 2009.
- ii. According to Para IV (f) of Promotion Policy 2009, Promotion of officers still on probation after their promotion in their existing Basic Scales shall not be considered. The panellist was promoted to BS-18 on 17.08.2021, hence she has not yet completed prescribed probation period. Therefore, she is not entitled to be considered for appointment to BS-19 on acting charge basis.

SS (E)  
01-7-2022

SO(MC)  
3/7  
1/7/2

The working paper and other documents received with the letter quoted above are returned herewith in original for rectification/clarification.

Yours faithfully,

3061  
1-7  
30.6.2022  
SECTION OFFICER (PSB)

ENDST. EVEN NO. & DATE.

A copy is forwarded to the Section Officer (R-1) Establishment Department.

SECTION OFFICER (PSB)



GOVERNMENT OF KHYBER PAKHTUNKHWA  
ELEMENTARY AND SECONDARY EDUCATION DEPARTMENT  
Block-"A" Opposite MPA's Hostel, Civil Secretariat Peshawar  
Phone No. 091-9223588

I  
30

**NOTIFICATION**

Dated Peshawar the July 26<sup>th</sup>, 2022

**NO.SO(MC)E&SED/1-3/2022/PROMOTION(MC-BS-18)**: On the recommendations of the Provincial Selection Board, in its meeting held on 06-07-2022, the following Deputy District Education Officers / Deputy Directors (Female MC BS-18) of Elementary & Secondary Education Department are hereby promoted / appointed as District Education Officers / Additional Directors (MC BS-19) on regular / acting charge basis, with immediate effect: -

Sr. No	Name of officer	Remarks
1.	Mst. Bibi Razia (MC BS-19)	Promoted on regular basis
2.	Mst. Abida Shaheen (MC BS-19)	Promoted on regular basis
3.	Mst. Rukhsana Rahim (MC BS-19 a.c.b)	Appointed on acting charge basis
4.	Mst. Ghazala Anjum (MC BS-19 a.c.b)	Appointed on acting charge basis

Sr. No

2- The officer at Sr. No-1 & 2, on promotion will remain on probation for a period of one year in terms of Section-6(2) of the Khyber Pakhtunkhwa Civil Servant Act, 1973 read with Rule-15(1) of the Khyber Pakhtunkhwa Civil Servant (Appointment, Promotion & Transfer) Rules-1989 which will be extendable for another year with the specific orders of Appointing Authority within two months of the expiry of the first year of promotion period as provided in Rules-15(2) of the Rules ibid.

3- The posting / transfer notification in respect of the above officers will be issued later on.

SECRETARY TO THE GOVT: OF KHYBER PAKHTUNKHWA  
E&SE DEPARTMENT

Endst: of even No.& date:

Copy forwarded for information to the: -

1. Accountant General, Khyber Pakhtunkhwa, Peshawar.
2. Director, E&SE Khyber Pakhtunkhwa, Peshawar.
3. All District Education Officers (Female) in Khyber Pakhtunkhwa.
4. Director EMIS, E&SE Department with the request to upload the same on the official website of the department.
5. District Accounts Officers of the concerned districts.
6. PS to Secretary Establishment Department, Khyber Pakhtunkhwa.
7. PS to Secretary, E&SE Department, Khyber Pakhtunkhwa.
8. Officers concerned.

*Naseer*  
26.7.22  
(NASEER ABBAS KHALIL)  
SECTION OFFICER (Management Cadre)



(3)  
(36)

**GOVERNMENT OF N.-W.F.P.**  
**ESTABLISHMENT & ADMINISTRATION**  
**DEPARTMENT**  
(ESTABLISHMENT WING)

**SUBJECT:-** NORTH-WEST FRONTIER PROVINCE CIVIL SERVANTS PROMOTION POLICY, 2009.

Dear Sir,

I am directed to refer to the subject noted above and to say that in order to consolidate the existing Promotion Policy, which is embodied in several circular letters issued in piecemeal from time to time, and to facilitate the line departments at every level in prompt processing of promotion cases of Provincial civil servants, it has been decided to issue the "North-West Frontier Province Civil Servants Promotion Policy, 2009" duly approved by the competent authority, for information and compliance by all concerned. This Policy will apply to promotions of all civil servants holding appointment on regular basis and will come into effect immediately. The Policy consists of the provisions given hereunder:-

**I. Length of service.**

(a) Minimum length of service for promotion to posts in various basic scales will be as under:

Basic Scale 18 :	5 years' service in BS-17
Basic Scale 19 :	12 years' service in BS-17 & above
Basic Scale 20 :	17 years' service in BS-17 & above

No proposal for promotion shall be entertained unless the condition of the prescribed length of service is fulfilled.

(b) Service in the lower pay scales for promotion to BP-18 shall be counted as follows:

(i) Half of the service in BS-16 and one fourth in Basic Scales lower than 16, if any, shall be counted as service in Basic Scale 17.

(ii) Where initial recruitment takes place in Basic Scale 18 and 19, the length of service prescribed for promotion to higher Basic Scales shall be reduced as indicated below:

Basic Scale 19 :	7 years' service in BS-18
Basic Scale 20 :	10 years' service in BS-18 and above or 3 years' service in BS-19.

**II. Linking of promotion with training:**

(a) Successful completion of the following trainings is mandatory for promotions of officers of the Provincial Civil Service / Provincial Management Service to various Basic Scales:

<sup>1</sup> Notified vide letter No. SOE-III (E&AD)I-3/2008 Dated Peshawar the 28<sup>th</sup> January, 2009

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- Mid-Career Management Course at National Institute of Management (NIM) for promotion to BS-19
- Senior Management Course at National Management College, Lahore for promotion to BS-20
- National Management Course at National Management College, Lahore for promotion to BS-21

(b) This condition will not be applicable to civil servants in specialized cadres such as Doctors, Teachers, Professors, Research Scientists and incumbents of purely technical posts for promotion within their own line of specialization as envisaged in the existing Promotion Policy.

(c) The qualifying thresholds of quantification of PERs for nomination to these trainings are as under:

MCMC	60
SMC	70
NMC	75

(d) There will be no exemptions from mandatory trainings. An officer may, however, request for temporary exemption in a particular moment in time but grant of such exemption would be at the discretion of the competent authority. No such request with regard to an officer would be made by the Government Departments concerned.

(e) Three officers shall be nominated for each slot of promotion on the basis of their seniority. Those unwilling to attend will be dropped at their own expense without prejudice to the rights of others and without thwarting or minimizing the chance of improving the quality of service.

(f) Officers failing to undergo mandatory training in spite of two time nominations for a training shall stand superseded if such failure was not for the reasons beyond the control of the officers concerned.

9/3/1

III. **Development of Comprehensive Efficiency Index (CEI) for promotion:**

(a) The Comprehensive Efficiency Index to be maintained for the purpose of promotion is clarified as under:

(i) The minimum of aggregate marks for promotion to various grades shall be as follows:

Basic Scale	Aggregate marks of Efficiency Index
18	50
19	60
20	70
21	75

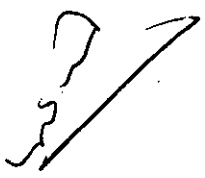
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ANNEX: II

INSTRUCTIONS FOR GUIDANCE

While filling in the quantification Form and working out quantification marks the following factors may be kept in view to avoid in error:-

- (i) DEDUCTION is to be made as indicated below:-
  - (a) One mark for each adverse report;
  - (b) 3 marks for each minor penalty imposed on a civil servant in a disciplinary case under E&D Rules, 1973/Disciplinary Rules prevailing at the time;
  - (c) 5 marks for each major penalty imposed on a civil servant in a disciplinary case under E&D Rules, 1973/Disciplinary Rules prevailing at the time.
- (ii) Addition of 2 marks is to be made for service in a (specified training) institutions for a period of two years or more.
- (iii) If more than one PERs have been initiated on an officer during the calendar year, their average marks would be the marks for the whole calendar year.
- (iv) Writing of a PER covering part periods of two calendar years is not permissible.
- (v) If a period of report is less than 3 months, it shall be ignored for purposes of quantification.
- (vi) Quantification marks should be in round figure.
- (vii) If the overall grading in a PER is ambiguous e.g. placed between 'Good' and 'Average' the quantification will be based on the lower rating.
- (viii) Where Only two reports or less are available on an officer against posts in a particular basic pay scale, these PERs will be added to the PERs earned in the lower post for calculating the average marks.
- (ix) Where an officer appointed to a higher post on acting charge basis is considered for regular promotion that post, the PER earned during acting charge appointment will be added to PERs earned in the lower post for calculating average marks.





**Fourth Step**

The following additions/deductions shall be made in the total marks worked out in the third step for purposes of mandatory trainings.

**A. Additions:**

- (i) for serving in a Government training institution, including those meant for specialized training in any particular cadre, for a period of 2 years or more **2 marks**

**B. Deductions:**

- (i) for each major penalty imposed under the Government Servants (Efficiency and Discipline) Rules, 1973/Disciplinary Rules prevailing at the time. **5 marks**
- (ii) for each minor penalty imposed under the Government Servants (Efficiency and Discipline) Rules, 1973/Disciplinary Rules prevailing at the time. **3 marks**
- (iii) for adverse remarks (deductions be made for such remarks only as were duly conveyed to the concerned officer and were not expunged on his representation, or the officer did not represent) **1 mark per PER containing adverse remarks**

مکمل

**Note:** For purpose of CEI, the negative marks for adverse entries and / or imposition of penalty shall be deducted from the quantified score of the relevant grade. However, additions for serving in a Government training institution for a period of two years or more shall be made in the total quantified scores of the PERs.

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**First Step**

Arithmetic mean will be calculated for each calendar year containing 2 or more PERs to derive the PER score for that year as follow:

$$M = \frac{\sum M_y}{N_y}$$

Where

$M_y$  = marks for each PER recorded in calendar year 'y',

$N_y$  = Number of PERs recorded in year 'y',

and  $\Sigma$  stands for summation.

**Second Step**

Average marks for each level will be calculated according to the following formula:

$$\text{Average marks} = \frac{\sum M}{T}$$

Where

$M$  = Marks for PERs; and

$T$  = Total number of PERs in posts at that level.

**Third Step**

Weightage for posts held at each level will be given as follows in computing the aggregate score against a uniform scale of 100 marks for promotion:

- (i) to post carrying basic pay scale 18  $10 \times A$
- (ii) to post carrying basic pay scale 19  $(6 \times B) + (4 \times A)$
- (iii) to post carrying basic pay scale 20  $(5 \times C) + (3 \times B) + (2 \times A)$
- (iv) to post carrying basic pay scale 21  $(5 \times D) + (3 \times C) + (A + B)$

Where

A = Average marks for reports in posts carrying basic pay scale 17

B = Average marks for reports in posts carrying basic pay scale 18

C = Average marks for reports in posts carrying basic pay scale 19

D = Average marks for reports in posts carrying basic pay scale 20

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Endst: No. SOE-III(E&AD)1-3/2008

Dated Peshawar the 28<sup>th</sup> January, 2009

Copy forwarded to:

1. The Accountant General, NWFP, Peshawar.
2. The Registrar, Peshawar High Court, Peshawar.
3. The Director, Staff Training Institute, E&A Department, Peshawar.
4. All Additional Secretaries in E&A Department, GoNWFP.
5. Reforms Coordinator, Reforms Cell, E&A Department.
6. All Deputy Secretaries in E&A Department, GoNWFP.
7. The Secretary, NWFP Public Service Commission, Peshawar.
8. The Director, Anti-Corruption Establishment, N.-W.F.P., Peshawar.
9. The Registrar, NWFP Service Tribunal, Peshawar.
10. All Section Officers in E&A Department, GoNWFP.
11. Private Secretary to Chief Secretary, N.-W.F.P.
12. Private Secretary to Secretary, Establishment Department, GoNWFP.
13. Librarian, E&A Department.

( *Syeda Fanzeela Sabahat* )  
Section Officer (E-III)

Endst: No. SOE-III(E&AD)1-3/2008

Dated Peshawar the 28<sup>th</sup> January, 2009

Copy forwarded to:

1. The Chief Secretary, Government of the Punjab, Lahore.
2. The Chief Secretary, Government of Sindh, Karachi.
3. The Chief Secretary, Government of Baluchistan, Quetta.

( *Syeda Fanzeela Sabahat* )  
Section Officer (E-III)

VI. Date of Promotion:

Promotion will always be notified with immediate effect.

VII. Notional Promotion:

In respect of civil servants who retire (or expire) after recommendation of their promotion by the PSB/DPC, but before its approval by the competent authority, their promotion shall be deemed to have taken effect from the date of recommendation of the PSB/DPC, as the case may be, and their pension shall be calculated as per pay which they would have received had they not retired/expired.

VIII. Promotion of Civil Servants who are awarded minor penalties.

(a) The question of promotion to BS-18 and above in case of civil servants who have been awarded minor penalties has been settled by the adoption of quantification of PERs and CEI which allows consideration of such cases for promotion subject to deduction of 5 marks for each major penalty, 3 marks for each minor penalty and 1 mark for each adverse PER from the quantified score and recommendation for promotion on attaining the relevant qualifying threshold.

(b) However, the CEI policy is not applicable to civil servants in BS-16 and below. In this case, the concerned assessing authorities will take into consideration the entire service record with weightage to be given for recent reports and any minor penalty will not be a bar to promotion of such a civil servant.

IX. Promotion in case of pending investigations by NAB:

If there are any NAB investigations being conducted against an officer, the fact of such investigations needs to be placed before the relevant promotion fora which may take a considered decision on merits of the case.

2. All the existing instructions on the subject shall stand superseded to the above extent, with immediate effect.

*Yours faithfully,*

( MUHAMMAD ABID MAJEED )  
Special Secretary (Regulations)

91

- (ii) Disciplinary or departmental proceedings are pending against him.
- (iii) The PER dossier is incomplete or any other document/ information required by the PSB/DPC for determining his suitability for promotion is not available for reasons beyond his control.

(b) The civil servant whose promotion has been deferred will be considered for promotion as soon as the reasons for deferment cease to exist. The cases falling under any of the above three categories do not warrant proforma promotion but the civil servant will be considered for promotion after determining his correct seniority over the erstwhile juniors.

(c) If an officer is otherwise eligible for promotion but has been inadvertently omitted from consideration in the original reference due to clerical error or plain negligence and is superseded, he should be considered for promotion as soon as the mistake is noticed.

(d) If and when an officer, after his seniority has been correctly determined or after he has been exonerated of the charges or his PER dossier is complete, or his inadvertent omission for promotion comes to notice, is considered by the Provincial Selection Board/ Departmental Promotion Committee and is declared fit for promotion to the next higher basic scale, he shall be deemed to have been cleared for promotion alongwith the officers junior to him who were considered in the earlier meeting of the Provincial Selection Board/Departmental Promotion Committee. Such an officer, on his promotion will be allowed seniority in accordance with the proviso of sub-section (4) of Section 8 of the North-West Frontier Province Civil Servants Act, 1973, whereby officers selected for promotion to a higher post in one batch on their promotion to the higher post are allowed to retain their inter-se-seniority in the lower post. In case, however, the date of continuous appointment of two or more officers in the lower post/grade is the same and there is no specific rule whereby their inter-se-seniority in the lower grade can be determined, the officer older in age shall be treated senior.

(e) If a civil servant is superseded he shall not be considered for promotion until he earns one PER for the ensuing one full year.

(f) If a civil servant is recommended for promotion to the higher basic scale/post by the PSB/DPC and the recommendations are not approved by the competent authority within a period of six months from such recommendations, they would lapse. The case of such civil servant would require placement before the PSB/DPC afresh.

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- b) The civil servants who are on deputation abroad or working with international agencies within Pakistan or abroad, will be asked to return before their cases come up for consideration. If they fail to return, they will not be considered for promotion. They will be considered for promotion after earning one calendar PER and their seniority shall remain intact.
- c) In case of projects partially or fully funded by the Federal or Provincial Government, where PERs are written by officers of Provincial Government, the condition of earning one calendar PER shall not be applicable to officer on deputation and the officer on return to his/her cadre shall be considered for promotion.
- d) The civil servants on deputation to Federal Government, Provincial Government, autonomous/semi-autonomous organization shall be considered for promotion and informed to actualize their promotion within their cadres. They shall have to stay and not be allowed to go back immediately after promotion. Such stay shall be not less than a minimum of two years. If he/she declines his/her actual promotion will take place only when he/she returns to his/her parent cadre. His/her seniority in the higher post shall, however, stand protected.
- e) The cases of promotion of civil servants who have not successfully completed the prescribed mandatory training (MCMC, SMC & NMC) or have not passed the departmental examination for reasons beyond control, shall be deferred.
- f) Promotion of officers still on probation after their promotion in their existing Basic Scales shall not be considered.
- g) A civil servant initially appointed to a post in a Government Department but retaining lien in a department shall not be considered for promotion in his parent department. However, in case he returns to parent department, he would be considered for promotion only after he earns PER for one calendar year.
- h) A civil servant who has resigned shall not be considered for promotion no matter the resignation has yet to be accepted

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V. **Deferment of Promotion:**

- (a) Promotion of a civil servant will be deferred, in addition to reasons given in para-IV, if
  - (i) His inter-se-seniority is disputed/sub-judice.

(f) For promotion against selection posts, the officer on the panel securing maximum marks will be recommended for promotion. Thirty marks placed at the disposal of the Provincial Selection Board in such cases shall be awarded for technical qualification, experience and accomplishments (research publications relevant to the field of specialism).

(g) Since three of the aspects of performance i.e. moral integrity, intellectual integrity, quality and output of work do not figure in the existing PER forms, the grades secured and marks scored by the officer in overall assessment shall be notionally repeated for the other complementary evaluative aspects and form the basis of quantification.

(h) The performance of officers shall be evaluated in terms of the following grades and scores:

		<u>Upto 11<sup>th</sup> June, 2008</u>	<u>From 12<sup>th</sup> June, 2008</u>
1.	Outstanding	--	10 Marks
2.	Very Good	10 marks	8 marks
3.	Good	7 marks	7 marks
4.	Average	5 marks	5 marks
5.	Below Average	1 mark	1 mark

37/

(i) The outstanding grading shall be awarded to officers showing exceptional performance but in no case should exceed 10% of the officers reported on. The grading is not to be printed in the PER form but the reporting officer while rating an officer as "outstanding" may draw another box in his own hand in the form, initial it and write outstanding on the descriptive side. Convincing justification for the award shall be recorded by the reporting /countersigning officer. The discretion of awarding "outstanding" is to be exercised extremely sparingly and the award must be merited.

(j) The quantification formula and instructions for working out quantified score are annexed.

**IV. Promotion of officers who are on deputation, long leave, foreign training:**

a) The civil servants who are on long leave i.e. one year or more, whether within or outside Pakistan, may be considered for promotion on their return from leave after earning one calendar PER. Their seniority shall, however, remain intact.

points shall be worked out on the basis of weighted average of the percentage range of grades followed by these Institutions as reflected in table-A below:

TABLE-A  
Old PASC & NIPAs

Category	Range	Weighted Average	Points of PASC @ 60%=9	Points of NIPAs @ 40%=6
A. Outstanding	91-100%	95.5%	8.60	5.73
B. Very Good	80-90%	85%	7.65	5.10
C. Good	66-79%	72.5%	6.52	4.35
D. Average	50-65%	57.5%	5.17	3.45
E. Below Average	35-49%	42%	3.78	2.52

(iii) Grades from National Defence University will be computed according to the weighted average based on the Grading Key for the range provided by the NDU as reflected in Table-B below:

TABLE-B  
NATIONAL DEFENCE UNIVERSITY

B  
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Category	Range	Weighted Average	Points @ 60%=9
A. Outstanding	76-100%	88%	7.92
B-Plus. Very Good	66-75.99%	71%	6.39
B-High. Good	61-65.99%	63.5%	5.71
B-Average. Average	56-60.99%	58.5%	5.26
B-Low. Below Average	51-55.99%	53.5%	4.81
B-Minus. Below Average	46-50.99%	48.5%	4.36
C. Below Average	40-45.99%	43%	3.87
F. Below Average	35-39.99%	37.5%	3.37

(d) The officers who have been granted exemption from mandatory training having attained the age of 56 years or completed mandatory period of serving in a Training Institution upto 27-12-2005, may be awarded marks on notional basis for the training factor (for which he/she was exempted) in proportion to the marks obtained by them in the PERs.

(e) Status quo shall be maintained in respect of officers of special cadres such as teachers, doctors, professors, research scholars and incumbents of technical posts for promotion within their own line of speciality. However, for calculation of their CEI, 70% marks shall be assigned to the quantified score of PER s and 30% marks shall be at the disposal of the PSB.



- (ii) A panel of two senior most officers shall be placed before the Provincial Selection Board for each vacancy in respect of promotion to BS-18 & 19. Similarly, a panel of three senior most officers shall be submitted to the Provincial Selection Board for each position in respect of promotion to BS-20 and 21 and the officer with the requisite score on the Efficiency Index shall be recommended for promotion.
- (iii) The senior most officer(s) on the panel securing the requisite threshold of the Efficiency Index shall be recommended by the Provincial Selection Board for promotion unless otherwise deferred. In case of failure to attain the requisite threshold, he (she)/they shall be superseded and the next officer on the panel shall be considered for promotion.

(b) Marks for quantification of PERs, Training Evaluation Reports and Provincial Selection Board evaluation shall be assigned as under:-

S. No.	Factor	Marks for promotion to BS-18 & 19	Marks for promotion to BS-20 & 21
1.	Quantification of PERs relating to present grade and previous grade(s) @ 60% : 40%	100%	70%
2.	Training Evaluation Reports as explained hereafter.	--	15%
3.	Evaluation by PSB	--	15%
	Total	100%	100%

(c) A total of fifteen (15) marks shall be allocated to the Training Evaluation Reports (Nine marks @ 60% for the training in the existing BPS and Six marks @ 40% in the preceding BS). Evaluation of the reports from the Training Institutions shall be worked out as under:-

- (i) It shall be on the basis of Grade Percentage already awarded by the National School of Public Policy (National Management College and Senior Management Wing) and its allied Training Institutions as provided in their reports.
- (ii) Previous reports of old Pakistan Administrative Staff College and old NIPAs where no such percentage has been awarded,