

REGISTERED No. M - 302
L.-7646



EXTRAORDINARY
PUBLISHED BY AUTHORITY

ISLAMABAD, FRIDAY, DECEMBER 31, 2021

PART II

Statutory Notifications (S.R.O.)

GOVERNMENT OF PAKISTAN

PAKISTAN ELECTRONIC MEDIA REGULATORY AUTHORITY
(PEMRA)

NOTIFICATION

Islamabad, the 1st December, 2021

**AMENDMENTS IN PEMRA EMPLOYEES SERVICE REGULATIONS
2008 AS AMENDED BY REGULATIONS 2011, FURTHER AMENDED
BY REGULATIONS 2021.**

S. R. O. 1722(I)/2021.— In exercise of powers conferred under Sub-Section (3) of Section-4, 11, 13 and all other enabling sections of PEMRA Ordinance 2002 as amended by PEMRA (Amendment) Act, 2007; the Pakistan Electronic Media Regulatory Authority is hereby pleased to frame “PEMRA (Employees Service) Regulations-2021” by making following amendments in PEMRA (Employee Service) Regulations-2008 as amended by Regulations-2011 further amended by Regulations-2021;

In the aforesaid Regulations:

- (1) **Regulation-1** of PEMRA (Employees Service) Regulations-2011 shall be replaced with the following;

(2973)

Price : Rs. 80.00

[1961(2021)/Ex. Gaz.]

“Short title and commencement. —(1) *These Regulations shall be called the Pakistan Electronic Media Regulatory Authority (Employees Service) Regulations, 2021.*”

- (2) **Regulation-2** of PEMRA (Employees Service) Regulations-2011 shall be replaced by making amendments in *Sub-Regulations iii, ix, xi, xv, xxv, xxviii, xxxiv* with deletions of *Sub-Regulations viii, xii, xiii (c & e), xxiv(b),xxx* and arranging the definitions alphabetically with new insertions, as per following:

“Definitions.—*In these Regulations unless the context or the subject otherwise requires;*

- (i) **“Appellate Authority”** means a person of authority next higher to the appointing person or authority, authorized by these Regulations to make appointment to a post. In case where the appointing authority or person is the Chairman, the appellate authority shall be the Authority;
- (ii) **“Appointing Authority”** means a person or an authority authorized by these Regulations to make appointment to a post;
- (iii) **“Authority”** means the Pakistan Electronic Media Regulatory Authority established under PEMRA Ordinance, 2002 as amended by the PERMA (Amendment) Act, 2007;
- (iv) **“Cadre”** means the strength of the service or part of the service sanctioned as a separate title/unit;
- (v) **“Chairman”** means the Chairman of the Authority;
- (vi) **“Day”** means a Gregorian calendar day;
- (vii) **“Departmental Promotion Board”** means a board constituted for the purpose of promotion of employees from PS-7 and above;
- (viii) **“Departmental Promotion Committee”** means a committee constituted for the purpose of promotion of employees from PS-6 and below;
- (ix) **“Departmental Selection Board”** means a board constituted for the purpose of making selection for initial appointment to posts in PS-7 and above;

- (x) **“Departmental Selection Committee”** means a committee constituted for the purpose of making selection for initial appointment to posts in PS-6 and below;
- (xi) **“Duty”** includes time spent on:—
 - (a) Joining time;
 - (b) Probation;
 - (c) a course of training/examination in or out of Pakistan;
 - (d) Compulsory waiting for posting; and
 - (e) Time spent on regular assignment.
- (xii) **“Employee”** means an officer/official appointed on regular/contract basis;
- (xiii) **“Family”** means employee’s, other than contractual / contingent paid staff, spouse, children and real-parents wholly dependent upon the employee and includes one step / adopted child, adopted in accordance with the relevant laws, in case where the employee is issue less;
- (xiv) **“Federal Government”** means Government of Pakistan;
- (xv) **“Government”** means the Federal Government;
- (xvi) **“Initial appointment”** means appointment made otherwise than by promotion or transfer or deputation;
- (xvii) **“Leave Salary”** means the gross emoluments paid to an employee during leave period;
- (xviii) **“Lien”** means the title of an employee to hold, substantively either immediately or on termination of a period or periods of absence, the permanent post in which he has been confirmed;
- (xix) **“Ordinance”** means the Pakistan Electronic Media Regulatory Authority Ordinance 2002;
- (xx) **“Pay”** means the amount drawn monthly by an employee as.-
 - (a) pay other than special pay, personal pay, qualification pay and technical pay which has been sanctioned for a

post held by the employee in which he has been confirmed or which is held by him in an officiating capacity;

(b) *special pay, personal pay, qualification pay and technical pay; and*

(c) *any other emoluments classed as pay by the Authority.*

(xxi) **“Penalty”** means a penalty prescribed in these Regulations;

(xxii) **“Personal Pay”** means additional pay granted to an employee to save him from a loss of substantive pay in respect of a permanent post due to revision of pay or to any reduction of such substantive pay otherwise than as a disciplinary measure;

(xxiii) **“Permanent Post”** means a post carrying a definite rate of pay as per PEMRA pay scales and is sanctioned without limit of time;

(xxiv) **“Prescribed”** means prescribed by or under these Regulations;

(xxv) **“Prescribed form”** means a form prescribed under these Regulations and includes a form approved by the Chairman from time to time;

(xxvi) **“Probation”** means a period of one year extendable up-to two years from the date of joining for which an employee is placed on probation in a vacancy on initial appointment or otherwise;

(xxvii) **“Provincial Government”** means Government of a province;

(xxviii) **“PS”** means PEMRA Pay Scale;

(xxix) **“Salary”** means gross emoluments to the post/scale of PEMRA employee;

(xxx) **“Service”** means these revise constituted under these Regulations;

(xxxi) **“Special Pay”** means an addition of pay to the emoluments of a post or of an employee in consideration of:-

(a) *the especially arduous nature of the duties;*

- (b) *specific addition to the work or responsibility;*
- (c) *un-healthiness of the locality in which work is performed.*
- (xxxii) **“Subsistence Grant”** means a monthly grant made to an employee who is not in receipt of pay or leave pay; and
- (xxxiii) **“Time scale”** means PEMRA pay scale which is subject to any condition prescribed in these regulations rising periodically through increments from minimum to maximum.
 - a. *The expression used but not defined herein shall have the same meaning as are assigned to them under the PEMRA Act., Rules made thereunder and other relevant laws of the land.”*
- (3) **Regulation-7(1)** shall be replaced with the following, remaining shall intact same as it is;

“Terms and conditions of service. — (1) *Terms and conditions of an employee shall be as laid down in these Regulations or in such subsidiary orders and instructions which may be issued from time to time by the Chairman with approval of the Authority.”*
- (4) **Regulation-8(1)** shall be replaced with the following, remaining shall intact same as it is;

“An employee may be required to appear before a medical board.—(1) *The Authority competent to fill the post held by an employee (hereinafter referred to as competent authority) may require an employee to appear for medical examination before a medical board, constituted by the Authority ,if, in the opinion of the appointing authority, the employee is suffering;”*
- (5) **Regulation-9** shall be replaced with the following;

“Findings of Medical Board.—An employee who is sent for medical examination under Sub-Regulation (3) of Regulation (8) shall be examined by the Medical Board, which shall submit its findings to the Chairman.
- (6) **Regulation-12 (1),(2), (2-c with its proviso)** shall be replaced with the following, remaining shall intact same as it is;

“Appointment of employees.—(1) For performance of its functions, the competent authority may, from time to time, employ, within the sanctioned strength, such persons and on such terms and conditions as it may consider necessary.

(2) Without prejudice to the generality of the foregoing powers, the competent authority may:

(c) Appoint consultant(s) and adviser(s) on contract basis to advise the Authority in relation to its functions or powers subject to the fulfillment of all the legal requirements defined in these regulations.

Provided that if no suitable regular employee in the cadre is available, employment can be made under sub-Regulation (c) after advertisement in newspapers as per prescribed criteria in these regulations.”

(7) **Regulation-13 (1)** shall be replaced along with new insertion of Sub-Regulation (3 and its proviso) with the following, remaining shall intact same as it is;

“Appointments.—(1) The competent authority may recruit employee(s), with the prior approval of the Authority, within the sanctioned strength approved by the Authority, as it considers necessary, the mention of scales / grades is notional;

(3) 100% quota is reserved in direct recruitment for the posts vacated due to death of an employee who died in service of PEMRA, shall be reserved for PS-01 to PS-05, for the employees’ spouse or children subject to meeting the minimum criteria for direct recruitment as mentioned in Annexure-B”

Provided that, if no suitable employee child is available for the post or does not meet the minimum criteria, the quota shall be filled on the basis of provincial / regional quota.”

(8) **Regulation-16 (1&2)** shall be replaced with the following along with **new insertion of Regulation 16-A;**

“Departmental Selection Board.—(1) The board shall consider appointments of employees in PS-7 and above against various vacant post(s).

(2) The method for direct appointment and its qualifications, experience and other conditions relating to various posts shall

be as laid down in Annexure-A and B with subsequent additions / modifications by the Authority from time to time as applicable.

16-A. Departmental Selection Committee.—(1) *The Committee shall consider appointments of employees in PS-6 and below against various vacant post(s). ”*

- (9) **Regulation-17** shall be replaced with the following along with **new insertion of its proviso** as;

“Constitution of Departmental Selection Board.—*The Departmental Selection Board shall be constituted by the Chairman.*

Provided that the convener of the departmental selection board shall be at least one step higher than the grade for which selection is being considered and the remaining member(s) of the board shall be at the same or higher grade.”

- (10) **Regulation-18** shall be replaced as per following along with **new insertion of its proviso** as;

“Constitution of Departmental Selection Committee.—*The Departmental Selection Committee shall be constituted by the Executive Member.*

Provided that the convener and member(s) of the departmental selection committee shall be senior than the grade for which selection is being considered.”

- (11) **Regulation-19** shall be replaced with the following along with **new insertion of Regulation 19-A**, as;

“Departmental Promotion Board.—*For appointment by promotion, the Departmental Selection Board, shall function as departmental promotion Board.*

19-A. Departmental Promotion Committee. — *For appointment by promotion, the Departmental Selection Committee, shall function as departmental promotion Committee.”*

- (12) **Regulation-20(1) & (2)** shall be replaced with the following and along with **new insertion of Regulation 20-A and 20-B**, as;

“Selection and Non-Selection Posts for Promotion. —(1) Posts in PS-8 and above are selection posts, promotion to which shall be made on the basis of merit as prescribed in Annexure-D, Annexure-D1 and Annexure-D2 of these regulations.

(2) Posts in PS-7 and below are non-selection posts, promotion to which shall be on the basis of seniority-cum-fitness.

20-A. Promotion against Leave Vacancy Post.—(1) An eligible employee may temporarily be promoted against leave vacancy if:

- (a) The leave vacancy is for a period of **five years** or more;
 - (b) The employee is otherwise eligible for regular promotion and meets the promotion criteria as mentioned in these Regulations and Annexures, hereto.
- (2) Promotion against leave vacancy shall be regularized, if the same vacancy is available on regular basis. In all such cases no further recommendations of the Departmental Promotion Committee or Departmental Promotion Board, as the case may be, shall be required.
- (3) The employee shall draw pay equal to the minimum stage at which his pay would have been fixed had he been appointed to that post on regular basis.

20-B. When Can Leave Vacancy Promotion Be Reverted.—(1) The promotion against leave vacancy shall be reverted if:

- (a) The employee on leave re-joins;
- (b) The vacancy ceases to exist;”

- (13) **Regulation-21 (1)** shall be replaced with the following along with **new insertion of its Proviso**, Further, **new insertion of Sub-Regulations (1)-A, (2 with its Proviso), (3), (4), (5 with its proviso) and (6)**, as;

“Eligibility to Promotion.—(1) An employee possessing such minimum qualification(s), experience and other condition(s) as prescribed in Annexure-D, and further for PS-8 and above in Annexure-D1 and up to PS-7 in Annexure-D2, as the case may be, to these Regulations, shall be eligible for promotion to a higher post for the time being reserved for promotion quota.

Provided that in the dying cadres, employees may be eligible for Time Scale promotion after a minimum regular service of eight (08) years in a grade and subject to the conditions laid down in these Regulations.

(1)-A. *Promotion from Assistant Director, in PS-7, upto Director, in PS-9, shall be made on the quota to be calculated on the basis of the present strength of employees in Technical, i.e. engineers, and Non-Technical i.e. non-engineers, cadre.*

(2) *An employee in PS-5 and below, Stenographer in PS-6, Private Secretary in PS-7 and Executive Secretary in PS-8, possessing the qualification, experience and meeting other conditions of another cadre may have the option to change the cadre, at the time of promotion, with the approval of the Chairman subject to the following conditions:*

(a) *Post is available in the promotion quota; and*

(b) *The employee is placed at bottom of the cadre for all purposes including further promotions, if any;*

Provided that this option may only be exercised once in the entire service career.

(3) *Subject to Annexure-D1 and Annexure-D2, an employee in PS-6 possessing such minimum qualification(s), and having the minimum aggregate marks for the post of Assistant Director (PS-7) shall have the option to take written promotion test, to be conducted by a reputable external agency selection of which shall be on merit.*

(4) *On achieving a minimum of sixty (60) percent marks in the promotion test, the employee may be promoted subject to availability of promotion post in PS-7.*

(5) *Further promotion of the employee who has achieved the conditions laid down in Sub-Regulations (3) and (4) of Regulation-21 shall be made in accordance with Annexure-D and Annexure-D1. The conditions mentioned in Annexure-D2 shall not be applicable in all such cases.*

Provided that a maximum of three (03) attempts shall be allowed to an employee for clearing the promotion test from PS-6 to PS-7 as Assistant Director.

(6) *An employee, appointed directly in PS-4, who is unable to qualify the written test or does meet the minimum qualification(s) for the post, of Assistant Director in PS-7, as laid down in Annexure-B, may be promoted if he meets the conditions as laid down in Annexure-D and Annexure-D2 upto a maximum of Assistant Director in PS-7, subject to availability of promotion post in the grade.”*

(14) **Regulation-22 (1), (3), (3-c), (v & vi of the proviso) and (4)** shall be replaced with the following, remaining shall intact same as it is;

“Procedure for Promotion: (1) *Promotion to posts in PS-7 and above shall be made by the Chairman on the recommendation of the Departmental Promotion Board.*

(3) *Subject to these Regulations the Departmental Promotion Committee or Board, as the case may be, shall consider the cases of eligible employees for promotion to higher post(s) in the order of their seniority and fitness, and either:*

(c) *defer consideration of the case of an employee for good and sufficient reasons like non-availability of one or more Performance Evaluation Reports (PERs) or other documents or information considered necessary to enable the Departmental Promotion Board or the Departmental Promotion Committee, as the case may be, as prescribed in these regulations to determine his fitness for promotion, or where the employee is on deputation, or the employee is on extraordinary leave in Pakistan or ex- Pakistan for a period of one year or more or the employee does not possess the requisite length of service, or the employee has not undergone any prescribed training.*

Provided that:

(v) *an employee whose case was deferred because he was on deputation whether in Pakistan or abroad shall be considered for promotion in accordance to these regulations after he returns from deputation and resumes duty; and*

(vi) *An employee whose case was deferred because he was on extra-ordinary leave shall be considered for promotion in accordance with these Regulations after he resumes duty on the expiry of the sanctioned extra-ordinary leave and has obtained*

one full year Performance Evaluation Report, where the leave was one or more years or six months Performance Evaluation Report where the leave was less than one (01) year.

- (4) *An employee who is posted outside his cadre in Pakistan or is on extraordinary leave in Pakistan for a period of less than one year will be considered for promotion on his turn along with his juniors and if found fit and approved by the appointing authority for promotion, his promotion shall take affect and pay of the higher posts hall accrue from the date here turns to his cadre / assumes the duties of the higher pos:.*

Provided he does so before or immediately on expiry of the approved period of deputation or, as the case may be on the expiry of the sanctioned period of the extraordinary leave failing which the approval for promotion shall stand cancelled and he will be considered for promotion only after he resumes duty in the Authority and has earned one Performance Evaluation Report covering a period of at least one year.”

- (15) **Regulation-24** shall be replaced with the following;

“Promotion to posts in PS-7 and above subject to length of service in PEMRA.—*No promotion shall be made to posts in PS-7 and above unless the employee has completed required length of service as laid down in Annexure-D, Annexure-D1 and Annexure-D2.”*

- (16) **Regulation-25, new insertion of Regulation 25-A in Part-V** along with **new insertion of three Regulations 25-B & 25-C: (1) & 25-C (2) as new Part-V(A)**, as following;

“25-A. *On the promotion of an employee, in PS-9 and above, he may be offered to opt the Transport Monetization Policy approved by the Authority from time to time.*

PART-V(A) TIME SCALE PROMOTION

25-B. Time Scale Promotion.—*(1) Time scale promotion shall be allowed in the following cases:*

- (i) *Where the cadre is dying / dead cadres and there is no further promotion posts available in the cadre; or*

- (ii) *Where promotion cannot be done due to non-availability of promotion posts;*
- (2) *In case of Time Scale promotion under sub-Regulations (i) and (ii) above, a minimum of eight (08) years continued of service in the same grade shall be required;*
- (3) *In all cases only one-time scale promotion shall be allowed.*

25-C:— (1). *HR Wing shall process all cases for the Time Scale Promotion of the employees for approval of the competent authority subject to the following;*

- (i) *The employee has completed eight (08) years of regular service in the grade; and*
- (ii) *There is no adverse remarks in the PERs of the employee in the last three (03) years; and*
- (iii) *No major penalty has been imposed on the employee; and*
- (iv) *The employee has not been convicted under any criminal offence by a court of law.*

Provided that the eight (08) years regular service shall be considered relaxed, for employees other than in dying cadres, retiring on superannuation before the eight (08) year period. In such cases a minimum of five (05) years of regular service shall be required.

25-C: — (2) *One time, Time Scale promotion shall also be allowed to employees who are ineligible for regular promotion due to lack of qualification or inability of meeting other conditions of the promotion post. In such cases the Time Scale promotion may be allowed after completion of ten (10) years of regular service in PEMRA by the employee.”*

- (17) **Regulation-26(5) & (7)** shall be replaced with the following along with **deletion of Sub-Regulation (6)**, remaining shall intact same as it is;

“Initial appointment to posts in PS-6 and above.

- (5) *A candidate for initial appointment must possess the educational qualifications and experience and must be within*

the age limit for the post as laid down in Annexure-B to these Regulations.

Provided that age relaxation may be allowed as per Federal Government policy.

(6) *Deleted*

(7) *Chairman may grant upto a maximum of three advance increments on initial appointment to a person having exceptional educational qualifications i.e. Ph.D. or equivalent in the relevant field from Higher Education Commission recognized institute or extensive relevant experience in the same grade. The employee appointed in Authority against any post may only claim benefits under this provision at the time of appointment.”*

(18) **Regulation-27 (1 with its proviso)** shall be replaced with the following, remaining shall intact same as it is;

“Observance of Merit and Provincial Quota: (1) *The vacancies in all posts in PS-2 and above, meant for initial appointment, which serve the whole Pakistan shall be filled on all-Pakistan basis in accordance with the merit and provincial and regional quotas prescribed by the Federal Government for civil posts from time to time.*

Provided that where in the case of a professional or technical post the quotas cannot be observed, prior approval of the Authority shall be obtained before making appointment to such post.”

(19) **Regulation-30** shall be replaced with the following;

“Character and Antecedents.—*The character and antecedents of a candidate other than a candidate already in the service of the Authority or holding a post in the Federal Government or any Provincial Government or anybody owned or controlled by the Federal / Provincial Government, on regular basis shall be verified and the appointments shall be made only if, in the opinion of the appointing authority, the character and antecedents are satisfactory.”*

(20) **Regulation-31 (b)** shall be replaced with the following along with **new insertion of (c with its proviso)**, remaining shall intact same as it is;

“Procedure.—Appointment on contract or otherwise shall be made with the approval of the Authority or under its delegated powers in following circumstances:

- (b) **As Consultant:** When any specialized job is required to be done, not covered by post sanctioned, the appointment as consultant on contract for a period of upto one year which may be extended upto a maximum of six months, on the recommendation of the concerned head of wing, may be made by the Authority or under its delegated powers for that specified job and at remunerations approved by the Authority from time to time, after advertising in national dailies.
- (c) Hiring of a retired High Court Judge may be preferred as a Legal Consultant, if required

Provided that specialized job shall not include routine assignment.”

- (21) **Regulation-32 (1), (2)** shall be replaced with the following along with **new insertions of three Regulations 32-A, 32-B & 32-C (2) as anew part “Part-VII(A)”**;

“Conditions of appointment.—(1) Appointment on contract may be made on prescribed terms and conditions which shall be accepted by the person who is being appointed.

- (2) Notwithstanding anything contained in Sub-Regulation(a) of Regulation 31 the appointment on contract shall be made for specific period, as defined in Sub-Regulation (a) of Regulation 31 and given equivalence to specific grade / cadres.”

PART-VII (A) **APPOINTMENT ON CONTINGENT BASIS**

32-A. Appointment on contingent period.—(1) Appointment on contingent basis may only be made to cater for contingency of work and shall not be made **against** regular vacancy or permanent nature of work.

- (2) Contingent staff may be hired only for a period of not more than eighty-nine (89) days, at a time and against projects positions that are time bound subject to a maximum of the project life.

- (3) *Contingent staff may be hired only on the demand of the Project Director of a project who shall be responsible to fully justify the requirement, in terms of the number, required skills, preferable pay and days, of the staff after proper need analysis.*

Provided that recommendation of pay for the contingent staff shall commensurate with the required skills with full justification and within the limit and guidelines approved by the Authority.

- (4) *The Project Director shall be responsible to fully justify each and every requirement of the contingent staff with proper justification.*
- (5) *In addition, the HR Wing, may also request for hiring of contingent staff as Technical Associate, Naib Qasid, Sanitary Worker, Chowkidar, Driver or equivalent cadre, where no other regular employee is available. In all such cases the HR Wing shall be responsible to justify hiring of the staff with need analysis and requirement from the concerned wing.*
- (6) *Any wing or Regional office may request for hiring of contingent staff with proper justification and time after need analysis. All such requirement shall be routed through HR Wing. HR Wing shall submit all requests to the Hiring Committee with its own analysis and recommendations.*
- (7) *Appointment letter of the contingent staff shall clearly state the monthly / daily wage, tenure of the contingency period and other 'Terms and Conditions' of the employment in accordance with the decisions taken by the Authority from time to time.*
- (8) *Contingent staff shall have the option to apply for a regular appropriate position as and when advertised by PEMRA, in which case their experience in PEMRA may be given due weightage.*
- (9) *Where needed, all educational degrees / certificates and experience letters shall be verified before issuance of appointment letter to a person.*
- (10) *The contingent staff shall not be entitled to any other wage or fringe benefit except for the fixed monthly daily/ wage.*

- (11) *The contingent staff shall not be entitled to any leave except in force majeure.*
- (12) *All contingent staff shall be required to submit an affidavit to the effect that he shall not claim absorption / induction in the Authority on the basis of the such daily wages /contingency appointment.*
- (13) *Such employee shall fulfil the eligibility with regard to minimum and maximum age limit prescribed for the equivalent grade.*
- (14) *The contingent staff shall be required to produce good character and conduct certificate within seven (7) days duly attested by a gazetted officer.*

32-B. Procedure for Hiring Contingent Staff:—(1) The HR Wing shall place all requests for hiring of contingent staff the hiring committee with a panel of at least three candidates for each position.

- (2) *The recruitment committee shall for hiring of the contingent staff shall include the following:*
 - (a) *Head of Wing / PD of the Concerned Wing* *Convener*
 - (b) *Finance Wing Representative* *Member*
 - (c) *HR Wing representative* *Secretary / Member*
- (3) *The recruitment committee may at its discretion conduct test and/or interview of the candidates and subsequently may recommend the most suitable candidate for hiring, along with recommendation of the pay and the tenure, to the competent authority.*

32-C. General Procedure:—(1) The Concerned Wing / Project Director shall maintain the attendance record of the contingent staff and shall forward the same to Finance Wing through HR Wing along with satisfactory performance report, on monthly basis.

- (2) *Any absence of the contingent staff or misconduct shall immediately be notified by the Concerned Wing / Project Director to the HR Wing for necessary action at their end.”*

- (22) **Regulation-33(4)** shall be replaced with the following, remaining shall intact same as it is;

“Probation, extension & termination of probation.—(4) The probation period shall deem to be terminated automatically, unless extended in writing by the appointing authority.”

- (23) **Regulation-36 (1)** shall be replaced with the following along with insertion of a new Sub-Regulation (1-a) as per following, remaining shall intact same as it is;

“Trainings: (1) A yearly plan for the trainings of employees including promotion related trainings may be prepared by the Human Resource Wing, based on need analysis. The areas to be covered in these trainings shall include finance, law, technical, management, office procedure and practices and any other job related skills.

(1-A) The employee may undergo such pre-service and in-service training(s) within Pakistan with the approval of the Chairman and Foreign trainings from Authority funds shall be subject to availability of budgetary allocation and approval of the Authority at any time and for any duration on such terms and conditions as may specify in each case.”

- (24) **Regulation-40** shall remain intact as it is, however, a new Regulation **40-A** shall be inserted as per following;

“40-A. Termination of lien. — An employee shall cease to hold lien against a post if:

- (a) he takes up a private appointment or becomes an employee of a private organization or indulges himself in a private business during lien period; or***
- (b) he is confirmed against a post in any other Government or Government controlled organization; or***
- (c) where, there is a conflict between PEMRA and the Organization.”***

- (25) **Regulation-43”(a & b of the proviso)**shall be replaced with the following along with mew insertion (c of the proviso) shall be replaced with the following, remaining shall intact same as it is;

*“Seniority **on initial appointment.**—Subject to these Regulations the seniority of an employee on initial appointment to a cadre or post shall take effect from the date of regular appointment to the post to which he has been initially appointed.*

Provided that:

- (a) Person initially appointed on the recommendations of Departmental Selection Board or Committee, as the case may be, through open advertisement shall rank senior to those appointed through a subsequent open advertisement.*
- (b) If two or more persons are recommended in open advertisement by the Departmental Selection Board or Committee as the case may be, their inter se-seniority shall be determined in order of merit assigned by the Departmental Selection Board or Committee as the case may be.*
- (c) If two or more persons have the same merit, then seniority shall be determined by the date of birth. The person having earlier date of birth shall stand senior.”*

- (26) **Regulation-44; Explanation** shall be inserted as per following, remaining shall intact same as it is;

*“**Explanation:-** Inter se seniority shall remain intact unless effected by supersession.”*

- (27) **Regulation-47** shall be replaced with the following;

*“**Inter se seniority of employees appointed by promotion or initial appointment in the same calendar year.**— Employees appointed by promotion, transfer, or initial appointment to a service, cadre, or post shall take seniority from the date of their promotion, transfer, or initial appointment, as the case may be, to that service, cadre or post.”*

- (28) **Regulation-48** shall be replaced with the following;

*“**Procedure:** Appointment by deputation to a post may be made in the interest of the Authority on needs basis.”*

- (29) **Regulation-49:** 1(a), 1(b),1(e)&1(f)shall be replaced with the following, remaining shall intact same as it is;

“Conditions of Deputation. —(1)

- (a) *If any vacant post is available against which no regular employee possessing relevant skills, qualification and experience is available.*
- (b) *The services of a person hired on deputation must possess relevant qualification, skills and experience for the said post.*
- (e) *The borrowing employee shall be interviewed and recommended by the Departmental Selection Board or Committee, as the case may be, before hiring by the appointing authority on deputation.*
- (f) *Standard terms and conditions shall be applicable as specified by the Federal Government from time to time.”*

- (30) **Regulation-51:** (1), (2) & (3) shall be replaced with the following along with insertion of proviso as;

“Additional charge of an equivalent post.—(1) *If a post falls vacant and it is not possible to fill it immediately in the prescribed manner, the work of that post may be entrusted to more than one employee of the same grade, with approval of the competent authority.*

- (2) **Where** *the condition mentioned in sub-regulation (1) is not feasible, the charge of the vacant post may be entrusted in its entirety to another employee at the same station with the approval of the competent authority.*
- (3) *This arrangement may be made for a period of six months, which may be **extended** for another period of six months.*

Provided that in case of additional charge ten (10) percent of the Basic Pay per month shall be paid to the employee as an additional charge allowance.”

- (31) **Regulation-53:** whole regulation as well as part “PART-VIII shall be **deleted**;
- (32) **Regulation-55:** two new Sub-Regulations (iii) & (iv) shall be inserted as per following, remaining shall intact same as it is;

“Authorities competent to grant leave.— The authorities competent to grant leave, shall be as follows:

- (i) **For employees in PS-8 and below** Executive Member
 - (ii) **For employees in PS-5 and below upto 30 days** Concerned DG”
- (33) **Regulation-58:** one new Sub-Regulations (4) shall be inserted as per following, remaining shall intact same as it is;

“Earning and Accumulation of Leave. — (4) The employees shall have the **option** to encash, at the end of each calendar year, the leave earned in a particular calendar year up to maximum of 30 days against 48 days earned leave. In all such cases, the leave earned in the entire year shall not be credited to employee’s leave account.”

- (34) **Regulation-66;** a new Regulation 66-A shall be inserted as per following;

“66-A. Paternity Leave.— An employee shall be entitled upto seven (07) working days’ paternity leave outside his leave account, subject to a maximum of three (03) times in his service.”

- (35) **Regulation-74** (1) & (2) shall be replaced with the following, remaining shall intact same as it is;

“Encashment of Leave preparatory to retirement at the option of the employee.— (1) An employee may, three (03) months prior to the due date of leave preparatory to retirement (LPR,) be allowed to encash his LPR if he undertakes in writing to perform duty in lieu of the whole period of three hundred and sixty-five (365) days or lesser period of such leave which is due and admissible:

Provided that an employee who does not exercise the option with in the specified period shall be deemed to have opted for encashment of leave preparatory (LPR) to retirement:

Provided further that employee on deputation shall not be eligible to claim LPR / leave encashment from PEMRA.

- (2) *In lieu of such leave, leave pay be claimed for the actual period of leave subject to the maximum days allowed in Sub-Regulation (1) of Regulation-74.*

- (36) **Regulation-75 (2)** shall be replaced with the following, remaining shall intact same as it is;

“Lump-Sum payment in Lieu of Leave in case of in-Service death or Invalidment.—

- (2) *For the purpose of lump-sum payment under Sub-Regulation (1) only the “Senior Post Allowance” shall be included in the “leave pay”.*

- (37) **Regulation-87(1)** shall be replaced along with **deletion of Sub-Regulation (2)** as per following;

“Human Resource Wing to maintain Leave account.— *The Human Resource Wing shall maintain leave accounts of all employees in the prescribed form as a part of his service record.”*

- (38) **Regulation-97** shall be replaced with the following;

“Casual Leave Account.— *Casual leave record upto PS-9 shall be maintained by the Head of Wing. In case of PS-10 and above the record shall be maintained by the HR Wing.”*

- (39) **Regulation-99** shall be **deleted**;

- (40) **Regulation-104** (2), (3), (6), (8), (9) & (11) shall be replaced with the following and (4) shall be deleted, remaining shall intact same as it is;

“Calculation of joining time.—

- (2) *The joining time of an employee involving transfer from one station to another is subject to the maximum of fifteen (15) days.*

- (3) *Six days are allowed for preparation in addition to the actual time taken in the journey.*

- (4) ***Deleted***

- (5) *The joining time is normally calculated by the route; which travelers ordinarily use irrespective of the route by which the employee has actually traveled.*

- (6) *Weekend is not included for the purpose of the calculation in this Regulation but is included in the maximum period of fifteen (15) days.*
- (8) *By whatever route an employee actually travels, his joining time shall, unless the competent authority for special reasons may otherwise order, be calculated by the route which travelers ordinarily use.*
- (9) *The authority sanctioning the transfer may for reasons to be recorded extend the joining time calculated under sub-Regulation (2) but not beyond fifteen (15) days.*
- (11) *Nothing in this Sub-Regulation shall be construed to vest any right in the employee to claim extension of joining time whatever be the circumstances.”*
- (41) Regulation-107 shall be replaced with the following, remaining shall intact same as it is;
- “Age of retirement from Service.— (1) An employee shall retire from service on completion of the sixtieth year of his age or as determined by the Authority from time to time.***
- (42) Regulation-108 shall be replaced with the following;
- “Optional Retirement from Service.— Notwithstanding anything contained in these Regulations or in the terms and conditions of his service, an employee may opt for retirement on such date after he has **completed** eighteen (18) years’ service qualifying for pension / gratuity or other post-retirement benefits as the Authority may specify from time to time.”***
- (43) **Regulation-110 (2)** shall be **deleted** remaining shall intact same as it is;
- (44) **Regulation-113** shall be replaced with the following, remaining shall intact same as it is;
- “Procedure for submitting resignation.—The resignation of an employee shall be submitted through proper channel to the competent authority accompanied by the original letter of resignation and the following information:***

- (a) *whether any disciplinary proceedings are pending against him;*
 - (b) *whether the employee concerned is required to serve the Authority for any specified period in accordance with the terms and conditions of his appointment or any bond or under taking executed by him in connection with the grant of leave, course of instructions of training or in any other connection;*
 - (i) *if so, whether that period has expired;*
 - (ii) *if it has not expired, whether any money spent on his training to recoverable from him in accordance with any rule or bond executed by him have been paid by him;*
 - (c) *whether any other dues recoverable from the employee have been paid by him.”*
- (45) **Regulation-114 (Proviso of 2) & (3)** shall be deleted, remaining shall intact same as it is;
- (46) **Regulation-115 (1), (2), (4) & (5)** shall be replaced with the following, remaining shall intact same as it is;

“Employment after retirement to be in the interest of Authority.—

- (1) *A retired employee who has not attained the age of superannuation shall not be re-employed as a regular employee in PEMRA unless such re-employment is necessary in the interest of the PEMRA and is made, subject to these Regulations with the approval of the authority next above the appointing authority.*
- (2) *Re-employment beyond the age of superannuation shall be made as an exception only. It may be considered in cases where experience gained by the retiring employee is of vital importance and can be gainfully utilized, particularly in fields where suitably qualified and experienced persons are not available.*
- (4) *Employment of all retired employees irrespective of pay scales from which they retired and whose age at the time of employment after retirement exceeds the age of superannuation shall be made with the prior approval of the Authority.*

(5) *An employee who was dismissed from service, or removed from PEMRA service, as a result of disciplinary action or in pursuance of a court decision under the rules/regulations applicable to him shall not be employed in any circumstances.”*

(47) **Regulation-116** shall be replaced with the following;

“Re-employment of retired Civil Servants in the PEMRA.—No retired civil servant who exceeds the age of superannuation shall be re-employed in the Authority unless such re-employment is in the interest of the Authority, and is made with the approval of Federal Government.”

(48) **Regulation-122 (Proviso of 1)** shall be inserted, remaining shall intact same as it is;

“Liability to Serve in any post.—

Provided that employees’ postings and transfer in specialized cadres as laid down in Annexure-C to these Regulations, shall be made in accordance with the subject qualifications mentioned in the Annexure-C.”

(49) **Regulation-123 (1)** shall be replaced with the following along with insertion of Sub-Regulation (2) and deletion of the proviso clause as;

“Transfer from one post to another post within PEMRA.—(1) The Executive Member or to whom powers are delegated by the Authority from time to time may transfer employee holding post in PS-6 or below.

(2) *The Chairman shall have full powers of posting / transfer of all employees.”*

(50) **Regulation-124 (1)** shall be replaced with the following, remaining shall intact same as it is;

“Transfer of an employee on deputation in Pakistan.—(1)The appointing authority may sanction transfer of an employee of PEMRA on deputation within Pakistan for a specified period not exceeding five years to the Federal Government / Provincial Government / Autonomous Bodies or Organizations owned or controlled by Federal or Provincial Government.”

- (51) **Regulation-126** (1) shall be replaced with the following along with deletion of the Proviso as;

“Restrictions on deputation within three (03) years of initial appointment. No employee initially appointed shall be considered for deputation unless he has served for at least three (03) years in Authority from the date of his initial appointment to a post in the Authority.”

- (52) **Regulation-127** deleted [as already inserted as 36 (1-A)];

- (53) **Regulation-129** Explanation of the Regulation shall be added as per following, remaining shall intact same as it is;

“Explanation.—For the purposes of this Regulations, the expression “approval of the President” mean prior approval in ordinary case and ex-post fact approval in special cases where sufficient time is not available for obtaining prior approval.”

- (54) **Regulation-130** (3) shall be replaced with the following, remaining shall intact same as it is;

“Public Demonstration in Honour of an Employee. —

(3) When an employee takes part in the raising of funds in accordance with the provisions of Sub-Regulation (2) he shall be required to keep regular accounts and submit them to the next higher officer for scrutiny.”

- (55) **Regulation-132 (Proviso of 1 & 2)** shall be replaced with the following, remaining shall intact same as it is;

“Lending and Borrowing.—

Proviso of (1): *Provided that the above Regulation shall not apply to dealings in the ordinary course of business with a joint stock company, bank or firm of standing.*

Proviso of (2): *Provided that employees holding posts in PS-5 and below shall make the declaration referred to in this Sub-Regulation to the head of wing.”*

- (56) **Regulation-133(2-i)** shall be replaced with the following along with deletion of (2-ii), remaining shall intact same as it is;

“Disclosure of Assets.— (1) *An employee shall submit to the Authority, assets and expenses for each financial year, (from 1st July to 30th June).*

(2) *Declaration of Income, Assets and Expenses are to be submitted on proforma prescribed, by the competent authority from time to time, by all employees of the Authority of all pay scales including all persons re-employed/employees on contract.”*

- (57) **Regulation-135** shall be replaced with the following along with deletion of proviso;

“Promotion and Management of Companies.—*No employee shall, except with the prior approval of the Chairman take part in the promotion, registration or management of any bank or company etc.”*

- (58) **Regulation-136** (1 along with its 1st proviso) and (explanation of the 2) shall be replaced with the following, remaining shall intact same as it is;

Private Trade, Employment or Work.—*(1) No employee shall, except with the prior approval of the Chairman in the case of employees in PS-7 and above and the Executive Member in other cases, engage in any trade or under take any employment or work, other than his official duties:*

Provided that he may, with out such approval, under take honorary work of a religious, social or charitable nature or occasional work of a literary or artistic or research oriented character, subject to the condition that his official duties do not thereby suffer and that the occupation or under taking does not conflict or is not inconsistent with his position or obligations as an employee; but he shall not under take or shall dis continue such work if so directed by the Chairman or, as the case may be, the Executive Member.

Explanation: *These Regulations do not apply to the activities and membership of recreation clubs.”*

- (59) **Regulation-138** (2) shall be replaced with the following, remaining shall intact same as it is;

“Insolvency and Habitual Indebtedness. —

- (2) If an employee is adjudged or declared insolvent or if the whole of that portion of his salary which is liable to attachment is frequently attached for debt or has been continuously so attached for a period of two years, or is attached for a sum which, in ordinary circumstances, he cannot repay within a period of two years, he shall be presumed to have contravened this Regulation unless he proves that the insolvency or indebtedness is the result of circumstances which, with the exercise of ordinary diligence, he could not have foreseen or over which he had no control and has not proceeded from extravagant or dissipated habits. An employee who applies to be or is adjudged or declared insolvent shall forthwith report his insolvency to the Chairman, if he is holding a post in PS-6 and above and to the Executive Member in other cases.”

- (60) **Regulation-139** shall be replaced with the following;

“Intimation of Involvement and conviction in a Criminal Case. —
If an employee is involved as an accused in a criminal case or is convicted, he shall bring the fact of such involvement or conviction, as the case may be, to the notice of the Chairman in the case of employees in PS-7 and above and to the Executive Member in the case of employees in PS-6 and below immediately or, if he is arrested and released on bail, soon after such release.”

- (61) **Regulation-140** shall be replaced with the following;

“Unauthorized Communication of Official Documents / Information. —
No employee shall, except in accordance with any special or general order of the Chairman, communicate directly or indirectly any official document or information to an employee or to any Government functionaries or public servant or any organization unauthorized to receive it, or to a non-official person, or to the media or press.”

- (62) **Regulation-142** shall be replaced with the following;

“Management of Newspapers or Periodicals or Digital Media.
—No employee shall, except with prior approval of the Chairman, own wholly or partly or conduct or participate in the editing or management of any news paper or other periodical publication or Digital Media.”

- (63) **Regulation-143** shall be replaced with the following;

“Radio Broadcasting or Television Programs and Communications to the Press.—No employee shall, except with the prior approval of the Chairman in the case of employees in PS-7 and above, Executive Member in the case of other employees, participate in a radio broadcast or Television program or contribute any article or write any letter, either anonymously or in his own name or in the name of any other person to any newspaper or periodical:

Provided that such approval shall generally be granted if such broadcast or television program or such contribution or letter is not, or may not be, considered likely to jeopardize the integrity of the employee, the security of Pakistan or friendly relations with foreign states, or to offend public order, decency or morality, or to amount to contempt of Court, defamation or incitement to an offence:

Provided further that no such approval shall be required if such broadcast or television program or such contribution or letter is of a purely literary, artistic or scientific character.”

- (64) **Regulation-145** shall be replaced with the following;

“Where an Employee submits the draft of a Literary —An employee intending to publish an artistic or scientific article or book shall apply for prior approval of the competent authority. Decision in such cases shall be conveyed within one month. If no decision is conveyed within the stipulated time, he shall be entitled to presume the approval asked for is granted.”

- (65) **Regulation-146(1)** shall be replaced with the following, remaining shall intact same as it is;

“Evidence before Committees.—(1) No employee shall give evidence before a public committee except with the prior approval of the Chairman.”

- (66) **Regulation-154** shall be replaced with the following;

“Use of political or other influence.—No employee shall bring or attempt to bring political or other outside influence, directly or indirectly, to bear on the Authority, Chairman or Members or on any employee

or on the Government servant in support of any claim arising in connection with his employment as such.”

(67) **Regulation-156** shall be **deleted**;

(68) **Regulation-157** shall be replaced with the following;

“Regulations not in derogation of any Law.—Nothing in these Regulations shall derogate from the provisions of any law, or of any order of the Authority or of any competent authority, for the time being in force, relating to the conduct of employees.”

(69) **Regulation-158** shall be replaced with the following along with insertion of its 2nd proviso;

Competent authority to initiate cases related to Disciplinary Action:

S. No.	Description of Employees	Competent Authority
(a)	Employees in PS-7 and above	Chairman
(b)	Employees in PS-6 and below	Executive Member
(c)	All subordinate staff in wing	Head of wing in HQs
(d)	All subordinate staff in region	RGM Concerned

Provided that Chairman shall be competent authority to dispose of all disciplinary matters in respect of employees in PS-7 and above while Executive Member shall be the competent authority to dispose of all disciplinary matters in respect of employees in PS-6 and below.

Provided further that the appellate authority in case of employees in PS-7 and above shall be the Authority, and Chairman in case of employees in PS-6 and below.

(70) **Regulation-159** shall be replaced with the following;

“Authorized Officer. — The authorized officer shall be an officer authorized by the competent authority to perform functions of an authorized officer under these Regulations and shall ordinarily be senior to the accused.”

(71) **Regulation-160** (1-a), (1-b) & (explanation of the 2) shall be replaced with the following, remaining shall intact same as it is;

“Grounds for Penalty— (1).

- (a) *Considered or reported to be in efficient or has ceased to be efficient; or*
- (b) *Considered or reported to be guilty of misconduct; or*

Explanation: For purposes of these Regulations, “misconduct” includes conduct prejudicial to good order or service discipline or contrary to these Regulations on conduct or unbecoming of an officer and a gentleman or any act on the part of an employee to bring or attempt to bring political or other outside influence directly or indirectly to bear on the Government or on the Authority or any officer of the Government or of the Authority in respect of any matter relating to the appointment, promotion, transfer, punishment, retirement or other conditions of service of an employee, or having entered into plea-bargain under any law for the time being in force and has returned the asset or gain acquired through corruption or corrupt practices, even on voluntary return (VR);”

- (72) **Regulation-163** (1st Proviso of 6) shall be replaced with the following, remaining shall intact same as it is;

(6)

“Provided that at this stage the authorized officer shall give a personal hearing to the accused if he has asked to be heard in person. The authorized officer may on his own accord or on the request of the accused employee make audio/video recording of the personal hearing.”

- (73) **Regulation-164**, one new Sub-Regulations (6) shall be inserted, remaining shall intact same as it is;

“Inquiry procedure. —(1)

- (6) *All inquiries shall be concluded within a period of one (01) month which is further extendable for further one (01) month by the Competent Authority after which it shall be presumed that nothing adverse has been found against the accused and accordingly the inquiry shall be considered closed.”*

- (74) **Regulation-165** shall be replaced with the following;

“Revision.—The competent authority may call for the record of any case pending before the authorized officer and pass such order in accordance with these regulations.”

- (75) **Regulation-169**(2) shall be replaced with the following, remaining shall intact same as it is;

“Procedure of Inquiry against employees Lent to Federal Government or Provincial Government or any other Organization. —

- (2) If, in the light of the findings in the proceedings taken against the employee in terms of Sub-Regulation (1), the borrowing authority is of the opinion that any penalty should be impose don him, it shall transmit the lending authority the record of the proceedings and there upon the lending authority shall take further action under these Regulations.”

- (76) **Regulation-170** shall be replaced with the following, remaining proviso shall intact as it is;

“Committal to prison. —*An employee committed to prison either for debt or on a criminal charge shall be considered as under suspension from the date of his arrest until the termination of the proceedings against him or granting of bail by any court whichever is earlier.*”

PART XIX-A **Right to Appeal or Represent**

- (77) **Regulation-173**(2) shall be replaced with the following, remaining shall intact as intact as it is;

“Appeal against an Order imposing a Penalty and Appellate Authority.—

- (2) The appellate authority for purposes of Sub-Regulation(1) of this Regulation shall be the authority next above the competent authority specified for the purposes of decision making in these Regulations.”

- (78) **Regulation-174** (1-b) & (2) shall be replaced with the following, remaining shall intact as intact as it is;

“Appeal against an Order other than an order imposing a Penalty and Appellate Authority. — (1)

- (b) interprets to his disadvantage the provisions of any Regulation where by his conditions of service, pay, allowances or pension/ gratuity are regulated; or

(2) The appellate authority for purposes of Sub-Regulation (1) of Regulation 174 shall be the authority competent to make appointment to the post held by the employee concerned. In case where the appointing authority is the Chairman, the appellate authority shall be the Authority.

(79) **Regulation-175** (1) & (4) shall be replaced with the following, remaining shall intact as intact as it is;

“Procedure for submission and contents of Appeal. —(1) Every employee preferring an appeal shall do so separately and in his own name.

(4) Every appeal shall be submitted through proper channel. However, an advance copy may be submitted to the appellate authority.”

(80) **Regulation-176** (1) & (4) shall be replaced with the following, remaining shall intact as intact as it is;

“Order on Appeal. —(1) In the case of an appeal under Regulation 173/174 the appellate authority shall consider:

(2) In the case of an appeal under Regulations 173/174, the appellate authority shall pass such order after recording reason in writing as, having regard to all circumstances of the case, appears to it just and equitable after giving an opportunity of hearing to the appellant.

(81) **Regulation-182** shall be replaced with the following;

“Relaxation.—Not with standing any thing contained in these Regulations in relation to terms and conditions of service of the employee, the Authority may, if it is satisfied, for reasons to be recorded in writing, that strict application of any Regulation causes undue hardship in any case, by order relax the requirement of such Regulation to such extent and subject to such conditions as it may deem fit, for ensuring just and equitable treatment to the employee concerned while protecting, to the maximum extent possible, the rights of other employees who may be affected by such order.”

(82) **Regulation-183 & 184** shall be **deleted**;

(83) **Regulation-185** shall be replaced with the following, all Sub-Regulations shall be deleted;

Pension and Gratuity. — An employee shall be entitled to pension or gratuity in accordance with the PEMRA Employee Pension Regulations-2020 or as amended by the Authority from time to time.

- (84) **Regulation-186**(1), (5)& (6) shall be replaced with the following along with deletion of (3) & (9) as (3) is already covered under 26(7), remaining shall intact as it is;

“Pay of employees.—

- (1) *The pay, allowances and perquisites shall be admissible to regular employees against a particular post or as determined by the Authority from time to time.*
- (4) *The pay of an employee appointed to a post on contract basis including retired Government servants shall be fixed by the Chairman in accordance with the Authority decision taken from time to time.*
- (5) *An employee on deputation in PEMRA shall draw pay according to his LPC and other allowances at the rate prescribed in his Last Pay Certificate (LPC). In addition, PEMRA will pay a deputation allowance to the employee at the rate as admissible in the Federal Government from time to time, in addition pension contribution shall also be made by the Authority.”*
- (85) **Annexure-A & Annexure-B** both annexures shall be merged and replaced by aligning the serial numbering with the following along with deletion of the post of “Library Assistant”, as;

Annexure-A

NOMENCLATURE OF THE POSTS WITH GRADES AND QUOTA FOR APPOINTMENT

S. No.	Name of Post	PEMRA Scale	By Promotion	By Initial Recruitment
1	Senior Director General (SDG)	PS-11	100%	-
2	Director General (DG)	PS10	100%	-
3	Director	PS-9	100%	-
4	Deputy Director (DD)	PS-8	100%	-
5	Executive Secretary (ES)	PS-8	100%	-

6	Assistant Director (AD)	PS-7	30%	50% By Direct Recruitment 20% for the PS-6 Employees Qualifying Test and Other Criteria
7	Private Secretary	PS-7	80%	20%
8	Superintendent	PS-6	100%	-
9	Senior Building Supervisor (SBS)	PS-6	100%	-
10	Librarian	PS-6	100%	-
11	Accountant	PS-6	80%	20%
12	Stenographer	PS-6	80%	20%
13	Senior Field Inspector (SFI)	PS-6	100%	-
14	Senior Monitoring Supervisor (SMS)	PS-6	100%	-
15	Data Processing Assistant (DPA)	PS-6	100%	-
16	Building Supervisor (BS)	PS-5	100%	-
17	Additional Senior Field Inspector (ASFI)	PS-5	100%	-
18	Additional Senior Monitoring Supervisor (ASMS)	PS-5	100%	-
19	Senior Assistant (SA)	PS-5	100%	-
20	Senior Stenotypist (SS)	PS-5	100%	-
21	Senior Accounts Assistant (SAA)	PS-5	100%	-
22	Senior Data Entry Operator (SDEO)	PS-5	100%	-
23	Senior Library Assistant (SLA)	PS-5	100%	-
24	Head Reception cum Telephone Operator (HRTTO)	PS-5	100%	-
25	Field Inspector (FI)	PS-4	-	100%
26	Monitoring Supervisor (MS)	PS-4	-	100%
27	Assistant	PS-4	50%	50%
28	Assistant Building Supervisor (ABS)	PS-4	-	100%
29	Steno typist	PS-4	-	100%
30	Accounts Assistant	PS-4	-	100%
31	Data Entry Operator (DEO)	PS-4	-	100%
32	HVAC Supervisor	PS-4	50%	50%
33	Security Supervisor	PS-4	-	100%
34	Head Photocopy Machine Operator (HPMO)	PS-4	100%	-
35	Head Dispatch Rider (H-D/R)	PS-4	100%	-
36	Head Plumber	PS-4	100%	-
37	Senior Reception cum Telephone Operator (SRTTO)	PS-4	100%	-
38	Senior Electrician	PS-4	100%	-
39	Senior Qasid	PS-4	100%	-
40	Transport Supervisor (TS)	PS-4	100%	-
41	Receptionist cum Telephone Operator (RTO)	PS-3	100%	-
42	Junior Assistant	PS-3	50%	50%
43	Electrician	PS-3	-	100%
44	Lift Technician (P)	PS-3	100%	-
45	Senior Photocopy Machine Operator (SPMO)	PS-3	100%	-
46	HVAC Technician (P)	PS-3	100%	-
47	Senior Driver	PS-3	100%	-

48	Senior Dispatch Rider (S-D/R)	PS-3	100%	-
49	Senior Plumber	PS-3	100%	-
50	Head Chowkidar	PS-3	100%	-
51	Qasid	PS-3	100%	-
52	Head Mali	PS-3	100%	-
53	Head Sweeper	PS-3	100%	-
54	Photocopy Machine Operator (PMO)	PS-2	50%	50%
55	Driver	PS-2	-	100%
56	Dispatch Rider (DR)	PS-2	-	100%
57	Plumber	PS-2	-	100%
58	NaibQasid	PS-2	-	100%
59	Senior Mali	PS-2	100%	-
60	Senior Chowkidar	PS-2	100%	-
61	Senior Sweeper	PS-2	100%	-
62	Cook	PS-1	-	100%
63	Chowkidar	PS-1	-	100%
64	Mali	PS-1	-	100%
65	Sweeper	PS-1	-	100%

(86) **Annexure-B** merged with Annexure-A;

(87) **Annexure-C** shall be replaced with the following as Annexure-B;

“Annexure-B

EXPERIENCE AND QUALIFICATION FOR DIRECT RECRUITMENT

S. No.	Name of Vacancy	PEMRA Scale	Min.-Max. Age Limit	Academic Qualifications and Experience
1.	Senior Director General (SDG)	PS-11	45-55 Years	---
2.	Director General (DG)	PS-10	40-45 Years	(i) 1st Class or Grade 'B' MBA / MPA / MSc. Computer Science / MCS OR BSc. (Engineering), in the relevant field; and Minimum 15 years of relevant experience. OR (i) 1st Class or Grade 'B' in LLM / MSc. (Engineering)/ C.A. / M.Phil in the relevant field; and (ii) Minimum 12 years of relevant experience post qualification (LLM / M.Sc. (Engg.) / C.A. / M.Phil) OR (i) Ph.D in Engineering / Management Sciences in the relevant field; and 10 years of relevant experience post Ph.D. in BPS-19 / PS-19 and above.
3.	General Manage /Director	PS -9	35-45 Years	(i) 1st Class or Grade 'B' M.B.A / M.PA / M.Sc. / MCS / M.A Economics, Journalism, Mass Communication / LLB or B.Sc. (Engineering), in the relevant field and Minimum 10 years of relevant experience. OR (i) 1st Class or Grade 'B' LLM / MSc. (Engineering) / C.A. / M. Phil in the relevant field; and (ii) 8 years of relevant experience OR (i) Ph.D. in Engineering / Management Sciences / law / in the relevant field; and (ii) 5 years of relevant experience post Ph.D.

4.	Deputy General Manager / Deputy Director	PS-8	30-35 Years	(i) 1st Class or Grade 'B' M.B.A / MCS / MPA / M.A Economics, Journalism, Mass Communication / LLB or B.Sc. (Engineering) in the relevant field; and (ii) 5 years of relevant experience OR (i) 1st Class or Grade 'B' in LLM / M.Sc. (Engineering) / C.A. / M. Phil in the relevant field; and (ii) 2 years of relevant experience post qualification (LLM / M.Sc. (Engg.) / C.A. / M.Phil) OR Ph.D. in Engineering / Management Science / law / in the relevant field.
5.	Executive Secretary	PS-8	35-40	(i) 1st Class or Grade 'B' Master's degree (any discipline). (ii) Proficiency in shorthand and computer. (iii) 5 years' experience as Private Secretary.
6.	Assistant Director	PS-7	23-30	(i) 1st Class or Grade 'B' M.B.A / MCS/ MPA or M.A / M.Sc. in Economics, Journalism, Mass Communication or LLB or B.Sc. (Engineering) in the relevant field; OR (i) 1st Class or Grade 'B' in Law (LLM) / M.Sc. (Engineering) / C.A. / M.Phil in the relevant field.
7.	Private Secretary	PS-7	23-30	(i) 1st Class or Grade 'B' Master Degree; (ii) One-year computer certification; (iii) Short hand / Typing speed 100/50 w.p.m. (minimum); (iv) Preferably experience as Stenographer.
8.	Accountant	PS-6	23-30	(i) 1st Class or Grade 'B' Bachelor's Degree in Commerce, and SAS qualified Or BBA (Finance); (ii) Minimum 5 years' experience in Accounts/Finance /Audit, as Accounts Assistant in a Government/Semi-Government or Autonomous body; (iii) Proficiency in computer, preferably with one (01) year computer certification.
9.	Stenographer	PS-5	23-30	(i) 1st Class or Grade 'B' Bachelor's Degree with minimum five (05) years' experience as Steno typist; (ii) Shorthand / typing speed 100/50 w.p.m.; (iii) One (01) year certification in computer.
10.	Field Inspector	PS-4	23-30	(i) 1st Class or Grade 'B' Bachelor's Degree with Electronics; OR (i) Three (03) years diploma in Electrical / Electronics Engineering from Govt. recognized Polytechnic Institute with two (02) years' experience; (ii) Proficiency / certification in computer.
11.	Monitoring Supervisor	PS-4	23-30	(i) 1st Class or Grade 'B' Bachelor's degree in Management, Journalism, Mass Communication, Social Sciences preferably having electronic media experience; (ii) Proficiency in computer.
12.	Steno-typist	PS-4	23-30	(i) 1st Class or Grade 'B' Intermediate Certificate; (ii) Shorthand / typing speed 80/40 w.p.m.; (iii) One (01) year certification in computer.
13.	Assistant	PS-4	23-30	(i) 1st Class or Grade 'B' Bachelor's Degree; (ii) One (01) year certification in computer.
14.	Assistant Building Supervisor	PS-4	23-30	(i) Minimum 2nd Class Diploma in Civil Technology from recognized institute; (ii) Proficiency in computer.

15.	HVAC Supervisor	PS-4	23-30	(i) Minimum 2nd class or Grade 'C' in Intermediate, 3 years' diploma in Electrical / Electronic from Govt. / Govt. recognized Polytechnic Institute, preferable; (ii) Minimum five (05) years' experience in the relevant field.
16.	Security Supervisor	PS-4	30-40	(i) 1st Class / Grade-B Bachelor's Degree; (ii) Retired personnel of armed forces, not below the rank of Naib Subedar.
17.	Accounts Assistant	PS-4	23-30	(i) 1st Class or Grade 'B' in Business Administration / Finance / Commerce; (ii) Proficiency in computer.
18.	Library Assistant	PS-4	23-30	(i) 1st Class or Grade 'B' Graduate in Library Sciences. Preferable; (ii) Experience in the relevant field preferable. (iii) Proficiency in computer.
19.	Data Entry Operator	PS-4	23-30	(iv) 1st Class or Grade 'B' Bachelor's Degree; (v) Proficiency in computer; (vi) Relevant experience preferable.
20.	Junior Assistant	PS-3	23-30	(i) 1st Class or Grade 'B' in Intermediate certificate; (ii) Proficiency in computer; (iii) Experience in the relevant field preferable.
21.	Receptionist cum Telephone Operator (RTO)	PS-3	23-30	(i) 1st Class or Grade 'B' Intermediate certificate; (ii) Proficiency in computer; (iii) Experience in the relevant field preferable.
22.	Electrician	PS-3	23-30	(i) 1st Class or Grade 'B' in Intermediate; (ii) Three (03) years DAE (Electrical / Electronics) from Govt. recognized Polytechnic Institute; OR (i) One (01) year diploma in Electrical / Electronics with atleast three (03) years' experience in the relevant field with an organization of repute.
23.	Photocopy Machine Operator (PMO)	PS-2	23-30	(i) Matric 2nd Class.
24.	Driver	PS-2	23-30	(i) Middle preferably Matric; (ii) Valid Driving License (LTV / Motorcycle license).
25.	Dispatch Rider	PS-2	23-30	(i) Middle preferably Matric; (ii) Valid Driving License of Motorcycle.
26.	Plumber	PS-2	23-30	(i) Middle, preferably Matric; (ii) Two (02) years' experience in plumbing.
27.	Naib Qasid	PS-2	23-30	(i) Matric 2nd class
28.	Cook	PS-1	23-30	(i) Primary, Middle preferable; (ii) Three (03) years' experience in cooking.
29.	Chowkidar	PS-1	23-30	(i) Primary, Middle preferable.
30.	Mali	PS-1	23-30	(i) Primary
31.	Sweeper	PS-1	23-30	(i) Primary

(Note: All degrees / certificates shall be recognized and attested by HEC / PEC / Bar Council or any other relevant Government body)."

(88) **Annexure-C-1** shall be replaced with the following as Annexure-C;

“Annexure –C**REQUIRED / RELEVANT SUBJECTS****1. (For Direct Recruitment in PS-07)**

(i).	Legal Cadre	Law. Advocates registered with Bar Council.
(ii).	Engineering Cadre	Engineering in the fields of (Electronics / Electrical / Telecommunication / Computer) only the Engineers registered with Pakistan Engineering Council (PEC).
(iii).	General Cadre	Business Administration / Public Administration / Finance / Commerce / Chartered Accountant / ICMA / Human Resource Management / Mass Communication / Software Technology / Information Technology / Social Sciences.

2. (For Promotion upto Director, PS-09)

(i).	Legal Cadre	Advocates registered with provincial / territorial or national Bar Council.
(ii).	Engineering Cadre	Engineers registered with Pakistan Engineering Council in (Electronics / Electrical / Telecommunication / Computer)
(iii).	General Cadre	Remaining subjects will fall in this Cadre

(89) **Annexure-D** replaced with the following as Annexure-D, Annexure-D1 & Annexure-D2;

“Annexure-D**ELIGIBILITY FOR PROMOTION****QUANTIFICATION OF PERs**

S. No.	Quantification of PER*	Marks**
1	Outstanding / Excellent	12
2	Very Good	10
3	Good	8
4	Average	5
5	Below Average	1

* (1) In case of two or more PERs in a calendar year, average of the PERs shall be taken in that year.

- (2) In case of less than twelve months PER, the marks shall be taken on pro-rata basis.

** (1) Subject to a maximum of sixty (60) marks in this category.

MARKS FOR VARIOUS ATTRIBUTES

S. No.	Attributes	Marks
1	Output and Quality of work Proficiency / productivity / objectivity / effectiveness based on dossier and documentary evidence.	3
2	Variety and Relevance of Experience On different positions in PEMRA	3
3	Professional Expertise Work under pressure	3
4	Personality Profile As known to the Promotion Board members, on the basis of dossier / documentary evidence	3
5	Conduct, Discipline, Behavior Observation by RO/CSO during the last 5 years or as known to the Promotion Board members, on the basis of the dossiers / documentary evidence	3
6	Leadership (For PS-9 and above) Functional ability / confidence decision making based on dossier, PERs	3
7	Integrity / General Reputation / Perception Professional ethics / conduct; on the basis of PERs, opinion of Board primarily based on the dossier / documentary evidence	3
8	Commitment to Work Devotion to duty / motivation based on PERs, career profile, dossier	3
9	Team Work Communication / interpersonal relations based on the career profile, PERs	3
10	Commendation certificate(s) / letter(s) by the Authority / Chairman	3
11	On introduction of each innovative/Special Initiative/Project(s) or ideas, classified and substantial other than regular assignment(s) (subject to a maximum of six marks in the five-year period)	3
12	Training upto 1 month in the relevant field (two or more weeks shall be counted as 1 month), subject to a maximum of six marks in the five-year period	3
13	Holding of higher post charge for a minimum period of six (06) or more months in a calendar year, as per these Regulations	3
14	Each additional and relevant Qualification (subject to a maximum of six marks in this category)	3
15	Relevant Higher Qualification	3

**AGGREGATE MINIMUM MARKS REQUIRED FOR PROMOTION
TO PS-7 AND ABOVE**

S. #	Promotion from...	Marks
1	Director General (DG) to Senior Director General (SDG)	80
2	Director (D) to Director General (DG)	75
3	Deputy Director (DD) to Director (D)	70
4	Assistant Director (AD) to Deputy Director (DD)	65
5	PS-6 (all cadres) to Assistant Director (AD)	60

Annexure-D1

Promotion Criteria / Eligibility for PS-8 and above

Following is the eligibility for promotion to PS-8 and above:

1. Promotion shall be on merit as prescribed in these regulations
2. Availability of post in the grade
3. Minimum recruitment qualification of the feeding post at the time of recruitment of an incumbent
4. Minimum aggregate marks for the grade.

S. No.		Nomenclature	PEMRA Scale	Conditions for Promotion
1	i.	Senior Director General (SDG)	PS-11	i. Availability of post ii. Minimum "Twenty (20) years of regular service in PS-07 and above" OR "Fifteen (15) years of regular service in PS-08 and above in case of initial appointment in PS-08" OR "Ten (10) years of regular service in PS-09 and above in case of initial appointment in PS-09"

				OR "Five (05) years of regular service in PS-10 in case of initial appointment in PS-10". iii. Meeting of promotion criteria and minimum aggregate marks for the post of Senior Director General (SDG) iv. Minimum qualification as laid down for direct recruitment for the post of Assistant Director (AD)
	ii.	Director General (DG)	PS-10	i. Availability of post ii. Minimum "Fifteen (15) years of regular service in PS-07 and above" OR "Ten (10) years of regular service in PS-08 and above in case of initial appointment in PS-08" OR "Five (05) years of regular service in PS-09 in case of initial appointment in PS-09" iii. Meeting of promotion criteria and minimum aggregate marks for the post of Director General (DG) iv. Minimum qualification as laid down for direct recruitment for the post of Assistant Director (AD)
	iii.	Director (D)	PS-9	i. Availability of post ii. Minimum "Ten (10) years of regular service in PS-07 and above" OR "Five (05) years of regular service in PS-08 in case of initial appointment in PS-08" iii. Meeting of promotion criteria and minimum aggregate marks for the post of Director (D) iv. Minimum qualification as laid down for direct recruitment for the post of Assistant Director (AD)
	iv.	Deputy Director (DD)	PS-8	i. Availability of post ii. Minimum five (05) years of regular service in PS-07

				iii. Meeting of promotion criteria and minimum aggregate marks for the post of Dy. Director (DD)
	v.	Assistant Director (AD)	PS-7	i. Minimum qualification as laid down for direct recruitment for the post of Assistant Director (AD); OR ii. Minimum qualification as laid down for direct recruitment for the post of Assistant Director (AD) and obtaining of minimum 60 percent marks in the qualifying test and meeting other criteria as per these Regulations (for employees of PS-6 opting for promotion test)

Annexure-D2**Promotion Criteria / Eligibility from PS-1 to PS-7(For Promotees)**

Following is the eligibility for promotion from PS-1 to PS-7:

1. Promotion from PS-1 to PS-6 shall be on Seniority-cum-Fitness.
2. For promotion to PS-7, the condition of meeting the minimum aggregate marks shall also be fulfilled.
3. Availability of post in the grade and promotion quota upto PS-7.
4. Minimum recruitment qualification of the feeding post.
5. Minimum five years of service in the grade.
6. Satisfactory performance during the period (good or above PERs).
7. Computer proficiency certificate where required for the promotion.

S. No.		Nomenclature	PEMRA Scale	Conditions for Promotion
1	i.	Assistant Director (AD)	PS-7	i. Availability of post in promotion quota ii. Minimum five (05) years of regular service in PEMRA as Senior Field Inspector (SFI) iii. Minimum qualification as per the recruitment criteria for the post of Field Inspector (FI) iv. Meeting of promotion criteria and minimum aggregate marks for the post of Assistant Director (AD) v. No further promotion, beyond Assistant Director (AD), shall be made where the employee could not meet the qualification / test criteria for the post of Assistant Director (AD) as laid down in these Regulations
	ii.	Senior Field Inspector (SFI)	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Additional Senior Field Inspector (ASFI) iii. Minimum qualification as per the recruitment criteria for the post of Field Inspector (FI) iv. Satisfactory performance during the period
	iii.	Additional Senior Field Inspector	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Field Inspector (FI) iii. Minimum qualification as per the

				recruitment criteria for the post of Field Inspector (FI) iv. Satisfactory performance during the period
	iv.	Field Inspector (FI)	PS-4	i. Minimum qualification as laid down for Direct recruitment for the post of Field Inspector (FI)
2	i.	Assistant Director (AD)	PS-7	i. Availability of post in promotion quota ii. Minimum five (05) years of regular service in PEMRA as Senior Monitoring Supervisor iii. Minimum qualification as per the recruitment criteria for the post of Monitoring Supervisor iv. Meeting of promotion criteria and minimum aggregate marks for the post of Assistant Director (AD) v. No further promotion, beyond Assistant Director (AD), shall be made where the employee could not meet the qualification / test criteria for the post of Assistant Director (AD) as laid down in these Regulations
	ii.	Senior Monitoring Supervisor (SMS)	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Additional Senior Monitoring Supervisor (ASMS) iii. Minimum qualification as per the recruitment criteria for the post of Monitoring Supervisor iv. Satisfactory performance during the period

	iii.	Additional Senior Monitoring Supervisor (ASMS)	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Monitoring Supervisor iii. Minimum qualification as per the recruitment criteria for the post of Monitoring Supervisor (MS) iv. Satisfactory performance during the period
	iv.	Monitoring Supervisor (MS)	PS-4	i. Minimum qualification as laid down for Direct recruitment
3	i.	Senior Building Engineer (SBE)	PS-8	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Building Engineer iii. Satisfactory performance during the period
	ii.	Building Engineer (BE)	PS-7	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Building Supervisor iii. Minimum qualification as per recruitment criteria for the post of Building Supervisor iv. Satisfactory performance during the period
	iii.	Senior Building Supervisor (SBS)	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Building Supervisor (BS) iii. Satisfactory performance during the period

	iv.	Building Supervisor (BS)	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Assistant Building Supervisor (BS) iii. Minimum qualification as per recruitment criteria for the post of Assistant Building Supervisor (ABS) iv. Satisfactory performance during the period
	v.	Assistant Building Supervisor (ABS)	PS-4	i. Minimum qualification as per Direct recruitment
4	i.	Executive Secretary (ES)	PS-8	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Private Secretary (PS) iii. Minimum qualification as per recruitment criteria for the post of Stenographer or Stenotypist, as the case may be iv. Satisfactory performance during the period v. Executive Secretary shall have the option to change cadre on promotion to PS-8 in accordance with these Regulations
	ii.	Private Secretary (PS)	PS-7	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Stenographer iii. Minimum qualification as per recruitment criteria for the post of Stenotypist or Stenographer as the case may

				iv. Satisfactory performance during the period v. Private Secretary shall have the option to change cadre on promotion to PS-7 in accordance with these Regulations
	iii.	StenoGrapher	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Stenotypist iii. Minimum qualification as per recruitment criteria for the post of Stenotypist and typing speed of 100 / 50 w.p.m for Short hand / typing iv. Satisfactory performance during the period v. Stenographer shall have the option to change cadre on promotion to PS-7 in accordance with these Regulations
	iv.	Senior Stenotypist	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Stenotypist iii. Minimum qualification as per recruitment criteria for the post of Stenotypist iv. Satisfactory performance during the period
	v.	Stenotypist	PS-4	i. Same qualification as laid down for Direct recruitment for the post of Stenotypist
5	i.	Assistant Director (AD)	PS-7	i. Availability of post in promotion quota ii. Minimum five (05) years of regular service in PEMRA as Accountant

				iii. Minimum qualification as per the recruitment criteria for the post of Accounts Assistant iv. Meeting of promotion criteria and minimum aggregate marks for the post of Assistant Director (AD) v. No further promotion, beyond Assistant Director (AD), shall be made where the employee could not meet the qualification / test criteria for the post of Assistant Director (AD) as laid down in these Regulations
	ii.	Accountant	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Accounts Assistant iii. Minimum qualification as per recruitment criteria for Accounts Assistant iv. Satisfactory performance during the period
	iii.	Senior Accounts Assistant	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Account Assistant iii. Minimum qualification as per recruitment criteria for Accounts Assistant iv. Satisfactory performance during the period
	iv.	Accounts Assistant	PS-4	i. Same qualification as laid down for Direct recruitment

6	i.	Assistant Director (AD)	PS-7	i. Availability of post in promotion quota ii. Minimum five (05) years of regular service in PEMRA as Data Processing Assistant (DPA) iii. Minimum qualification as per recruitment criteria for Data Entry Operator (DEO) iv. Meeting of promotion criteria and minimum aggregate marks for the post of Assistant Director (AD) v. No further promotion, beyond Assistant Director (AD), shall be made where the employee could not meet the qualification / test criteria for the post of Assistant Director (AD) as laid down in these Regulations
	ii.	Data Processing Assistant (DPA)	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Data Entry Operator (SDEO) iii. Minimum qualification as per recruitment criteria for the post of Data Entry Operator (DEO) iv. Satisfactory performance during the period
	iii.	Senior Data Entry Operator (SDEO)	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Data Entry Operator (DEO) iii. Minimum qualification as per recruitment criteria for the post of Data Entry Operator (DEO)

				iv. Satisfactory performance during the period
	iv.	Data Entry Operator (DEO)	PS-4	i. Same qualification as laid down for Direct recruitment
7	i.	Librarian	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Library Assistant iii. Minimum qualification as per recruitment criteria for the post of Library Assistant iv. Satisfactory performance during the period
	ii.	Senior Library Assistant	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Library Assistant iii. Minimum qualification as per recruitment criteria for the post of Library Assistant iv. Satisfactory performance during the period
	iii.	Library Assistant	PS-4	i. Same qualification as laid down for Direct recruitment
8	i.	Assistant Director (AD)	PS-7	i. Availability of post in promotion quota ii. Minimum five (05) years of regular service in PEMRA as Superintendent iii. Minimum qualification as per recruitment criteria for Assistant iv. Meeting of promotion criteria and minimum aggregate marks for the post of Assistant Director (AD)

				v. Promotion to this grade shall only be available for employees joining directly as Assistants in PS-4
	ii.	Superintendent	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Assistant iii. Minimum qualification as per recruitment criteria iv. Minimum qualification as per recruitment criteria for the post of Reception cum Tel. Operator (RTO) v. Satisfactory performance during the period
	iii.	Senior Assistant	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Assistant iii. Minimum qualification as per recruitment criteria for Reception cum Tel. Operator (RTO) iv. Satisfactory performance during the period
	iv.	Assistant	PS-4	i. Same criteria as laid down for direct recruitment as Assistant
9	i.	Superintendent	PS-6	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Assistant iii. Minimum qualification as per recruitment criteria for the post of Junior Assistant iv. Satisfactory performance during the period

	ii.	Senior Assistant	PS-5	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Assistant iii. Minimum qualification as per recruitment criteria for the post of Junior Assistant iv. Satisfactory performance during the period
	iii.	Assistant	PS-4	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Junior Assistant iii. Minimum qualification as per recruitment criteria iv. Satisfactory performance during the period
	iv.	Junior Assistant	PS-3	i. Same qualification as laid down for Direct recruitment as laid down for the post of Junior Assistant
10	i.	Senior Electrician	PS-4	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Electrician iii. Minimum qualification as per recruitment criteria for the post of Electrician iv. Satisfactory performance during the period
	ii.	Electrician	PS-3	i. Minimum qualification as laid down for Direct recruitment for the post of Electrician
11	i.	Head Reception cum Telephone	PS-5	i. Availability of post ii. Minimum of five (05) years of regular service in PEMRA as Senior

		Operator (HRT0)		Reception cum Telephone Operator (SRT0) iii. Satisfactory performance during the period
	ii.	Senior Reception cum Telephone Operator (SRT0)	PS-4	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Reception cum Telephone Operator (RTO) iii. Satisfactory performance during the period
	iii.	Reception cum Telephone Operator (RTO)	PS-3	i. Same criteria as laid down for Direct Recruitment for the post of Reception cum Telephone Operator (RTO)
12	i.	Photocopy Machine Supervisor (PMS)	PS-4	i. Minimum qualification, Second class or Grade 'C' Bachelor degree ii. Availability of post iii. Minimum five (05) years of regular service in PEMRA as Senior Photocopy Machine Operator (SPMO) iv. Satisfactory performance during the period
	ii.	Senior Photocopy Machine Operator (SPMO)	PS-3	i. Minimum qualification, Second class or Grade 'C' Intermediate ii. Availability of post iii. Minimum five (05) years of regular service in PEMRA as Photocopy Machine Operator (PMO) iv. Satisfactory performance during the period

	iii.	Photocopy Machine Operator (PMO)	PS-2	i. Same criteria as laid down for Direct recruitment for the post of Photocopy Machine Operator (PMO)
13	i.	Transport Supervisor (TS)	PS-4	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Driver (SD) iii. Valid LTV licence iv. Satisfactory performance during the period
	ii.	Senior Driver (SD)	PS-3	i. Availability of post ii. Minimum of five (05) years of regular service in PEMRA as Driver iii. Valid LTV licence iv. Satisfactory performance during the period
	iii.	Driver	PS-2	i. Same criteria as laid down for Direct recruitment for the post of Driver
14	i.	Head Dispatch Rider (HDR)	PS-4	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Dispatch Rider (SDR) iii. Satisfactory performance during the period
	ii.	Senior Dispatch Rider (SDR)	PS-3	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Dispatch Rider (DR) iii. Satisfactory performance during the period

	iii.	Dispatch Rider (DR)	PS-2	i. Same criteria as laid down for Direct recruitment for the post of Dispatch Rider (DR)
15	i.	Head Plumber	PS-4	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Plumber iii. Satisfactory performance during the period
	ii.	Senior Plumber	PS-3	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Plumber iii. Satisfactory performance during the period
	iii.	Plumber	PS-2	i. Middle, preferably Matric ii. Two (02) years' experience in plumbing
16	i.	Senior Qasid (SQ)	PS-4	i. Availability of post ii. Minimum of five (05) years of regular service in PEMRA as Qasid (Q) iii. Minimum qualification as per recruitment criteria for the post of NaibQasid iv. Satisfactory performance during the period
	ii.	Qasid (Q)	PS-3	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as NaibQasid iii. Minimum qualification as per recruitment criteria for the post of NaibQasid (NQ)

				iv. Satisfactory performance during the period
	iii.	NaibQasid (NQ)	PS-2	i. Same criteria as laid down for Direct recruitment for the post of NaibQasid (NQ) (for direct recruitment only); OR ii. Minimum of five (05) years of regular service in PEMRA as Cook iii. Minimum qualification as per the recruitment criteria for the post of Cook (in case of promotion) iv. Satisfactory performance as Cook (in case of promotion)
	iv.	Cook		i. Same criteria as laid down for Direct recruitment for the post of Cook
17	i.	Security Supervisor	PS-4	i. Availability of post in the promotion quota ii. Minimum five (05) years of regular service in PEMRA as Head Chowkidar in PEMRA iii. Satisfactory performance during the period
	ii.	Head Chowkidar (HC)	PS-3	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Chowkidar (SC) iii. Satisfactory performance during the period
	iii.	Senior Chowkidar (SC)	PS-2	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Chowkidar iii. Satisfactory performance during the period

	iv.	Chowkidar	PS-1	i. Same criteria as laid down for Direct recruitment for the post of Chowkidar
18	i.	Head Mali (HM)	PS-3	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Mali (SM) iii. Satisfactory performance during the period
	ii.	Senior Mali (SM)	PS-2	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Mali iii. Satisfactory performance during the period
	iii.	Mali	PS-1	i. Same criteria as laid down for Direct recruitment for the post of Mali
19	i.	Head Sweeper (HS)	PS-3	i. Availability of post ii. Minimum five (05) years of regular service in PEMRA as Senior Sweeper (SS) iii. Satisfactory performance during the period
	ii.	Senior Sweeper (SS)	PS-2	i. Availability of the post ii. Minimum five (05) years of regular service in PEMRA as Sweeper iii. Satisfactory performance during the period
	iii.	Sweeper	PS-1	i. Same criteria as laid down for Direct recruitment for the post of Sweeper

[F.No. PEMRA-1(09)/Secy./Gazette/2022/01.]

SARDAR ARFAN ASHRAF KHAN,
DG/Secretary to the Authority.