

REGISTERED No. M - 302  
L.-7646

**The Gazette**  **of Pakistan**

**EXTRAORDINARY  
PUBLISHED BY AUTHORITY**

---

---

**ISLAMABAD, MONDAY, SEPTEMBER 14, 2020**

---

---

PART II

**Statutory Notifications (S. R. O.)**

GOVERNMENT OF PAKISTAN

**MINISTRY OF INTERIOR**

NOTIFICATION

*Islamabad, the 2nd September, 2020*

**S. R. O. 880(I)/2020.**— In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualification and other conditions are laid down for appointment to the under mentioned posts in the Capital Territory Police, Islamabad under the Ministry of Interior, Islamabad:—

<b>Sr. No.</b>	<b>Designation of post</b>	<b>BS</b>
(1)	(2)	(3)
1.	Key Punch Supervisor	14
2.	Data Entry Operator	14

(1929)

*Price: Rs. 6.00*

[6033(2020)/Ex. Gaz.]

### METHOD OF APPOINTMENT

2. The method of appointment to the post shall be as under:-

S. No.	Designation and BS of the Post	Method of Appointment	
		By Promotion (%)	By Initial appointment (%)
(1)	(2)	(3)	(4)
1.	Key Punch Supervisor (BS-14)	-	100%
2.	Data Entry Operator (BS-14)	-	100%

Provided that if no suitable person is available for initial appointment, the post(s) shall be filled by transfer:

Provided further that initially, the upgraded posts shall be filled in by the existing incumbents of the upgraded posts in the manner prescribed in Establishment Division's D.O. letter No. 8/36/2000-R-I, dated 31-12-2008.

### QUALIFICATION, EXPERIENCE AND AGE LIMIT FOR INITIAL APPOINTMENT

3. On the closing date for receipt of application as fixed in the relevant advertisement, a candidate for initial appointment to as post must possess the educational qualification and experience and must be within the age limit as mentioned against the post concerned in the Schedule to this notification, provided that:—

- (i) "Experience", means unless otherwise specified in the Method of Appointment, Qualification and other conditions as applicable, the experience prescribed for initial appointment shall be the post qualification experience.
- (ii) The maximum age limit shall be relaxed in respect of the candidates specified, and to the extent indicated in the Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993, as amended from time to time.

### QUALIFICATIONS/CONDITIONS FOR APPOINTMENT BY TRANSFER

4. Appointment by transfer shall be made in accordance with the provisions of Rule-7 and 9 of Civil Servants (Appointment, Promotion and Transfer) Rules, 1973 provided that the person concerned must possess the

qualification and experience prescribed in schedule of these Rules for initial appointment to the post concerned.

### PROBATION

5. Persons appointed by promotion or initial appointment or transfer shall be on probation in accordance with the provision of section 6 of Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

6. The Notification issues with concurrence of the Establishment Division *vide* O.M.No.1/2/2017-R-V, dated 28th August, 2020.

### SCHEDULE

(See Rule 3)

S. No.	Designation and BPS of the post	Qualification	Age Limit	
			Min.	Max.
(1)	(2)	(3)	(4)	(5)
1.	Key Punch Supervisor (BS-14)	a. Bachelor's Degree with Computer Science/Economics/Statistics/Mathematics from a HEC recognized University. b. One year's supervisor experience in Data Punch Operation.	18 Years	25 Years
2.	Data Entry Operator (BS-14)	a. Second class or Grade "C" Bachelor's Degree in Computer Science/Mathematics/Statistics/ Physics from a University recognized by the Higher Education Commission. b. Minimum speed of 10,000 key depressions per hours for data entry/verification.	18 Years	25 Years

[F. No. 3/13/2018-ICT-I.]

MUHAMMAD HANZALA,  
*Section Officer (ICT-I).*