



No.SO (SR-I)(SGA&CD)/1-305/2023  
GOVERNMENT OF SINDH  
SERVICES, GENERAL ADMINISTRATION  
& COORDINATION DEPARTMENT

Karachi, dated the 21<sup>st</sup> June, 2023

To,

✓  
The Section Officer (IV)  
Services, General Administration & Coordination Deptt:  
**Karachi.**

**SUBJECT: THE SINDH TRANSPARANCY AND RIGHT TO INFORMATION ACT 2016.**

I am directed to refer your office letter No. SO-X/SGA&CD/03-03/2023 dated 14-06-2023 on the subject noted above and to enclose herewith a copy of job description and notification No.SORI (SGA&CD) 3-76/2019 dated 03-03-2020 for onward transmission to the S.O (CTC) SGA&CD public information office for taking further necessary action.

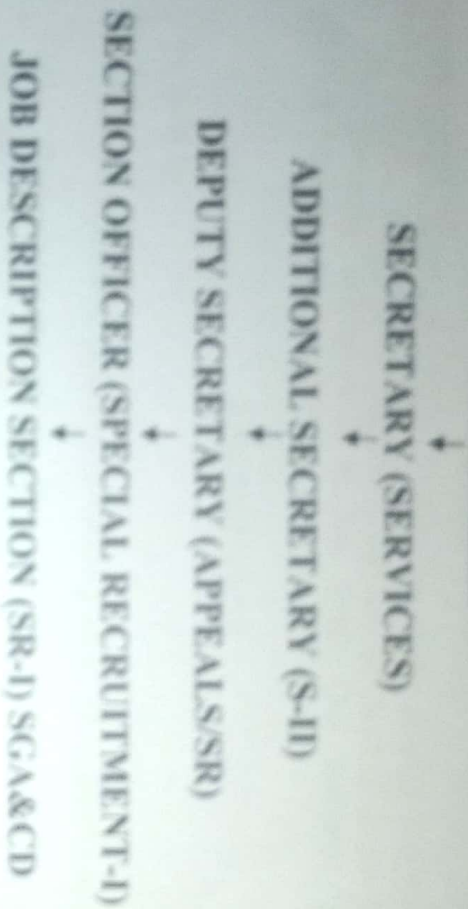
*Muzahid*  
Section Officer (SR-I)  
for 21/6/23.

**A copy is forwarded for information to:-**

1. The P.S to Secretary (Services), SGA&CD, GOS, Karachi.
2. The P.S to Additional Secretary (S-II), SGA&CD, GOS, Karachi.
3. The P.S to D.S (Appeals/SR), SGA&CD, Karachi.

**Section Officer (SR-I)**

**ORGANOGRAM**



1. In pursuance of Notification dated 01.01.2020 issued by the Regulation wing of SG&CD DRC meetings held at District level under the Chairmanship of Deputy Commissioner concerned for appointment against reserved 5% Differently Abled Persons (DAPs)
2. To deal with matters related to appointment against reserved 5% disable quota by forwarding to the concerned Deputy Commissioner (all) in Sindh with a request to expedite the matter under rule/law and existing policy.



GOVERNMENT OF SINDH  
SERVICES, GENERAL ADMINISTRATION &  
COORDINATION DEPARTMENT  
(REGULATION WING)

Karachi, dated the 3<sup>rd</sup> March, 2020

SAY NO TO CORRUPTION

NOTIFICATION

**No. SORI(SGA&CD)3-76/2019:-** In exercise of the powers conferred by section 26 of the Sindh Civil Servants Act, 1973, the Government of Sindh are pleased to make the following amendments in the Sindh Civil Servants (Appointment, Promotion & Transfer) Rules, 1974 :-

AMENDMENTS

1. In rule 2-

i. for clauses (d) and (e), the following shall be substituted :-

"(d) **"Departmental Promotion Committee"** means a Committee constituted for the purpose of making selection for promotion or transfer to the posts under a Department or Office of Government in Basic Pay Scale 18 and below ;

(e) **"Departmental Selection Committee"** means a Committee constituted for the purpose of making selection for initial appointment to the posts under a Department or Office of Government in Basic Pay Scale 15 and below";

ii. for clause (h), the following shall be substituted :-

"(h) **"Head of Attached Department"** means the Head of Attached Department as defined in clause (xv) of rule 2 of the Sindh Government Rules of Business, 1986 and any other officer declared as such by Government ;

iii. for clause (k), the following shall be substituted :-

"(k) **"Secretary"** means and includes the Chief Secretary, Chairman, Additional Chief Secretary, Secretary, Special Secretary and Additional Secretary to Government in-charge of a Department as defined in rule 2(xx) of the Sindh Government Rules of Business, 1986".

2. For rule 5, the following shall be substituted :-

**"5.(1).** The appointment in Basic Scale-1 to 15 in each Department or office of Government shall be made through the following Departmental Selection Committees :-

## SECRETARIAT LEVEL

- |   |          |
|---|----------|
| 1. Secretary (Services), SGA&CD   | Chairman |
| 2. Additional Secretary, SGA&CD to be nominated by the Chief Secretary, Sindh | Member   |
| 3. Deputy Secretary, Chief Minister Sindh's Secretariat                       | Member   |
| 4. Deputy Secretary (General), SGA&CD   | Member   |

## II. PROVINCIAL LEVEL

- |   |          |
|---|----------|
| 1. Secretary of the concerned Department                                  | Chairman |
| 2. Head of the attached Department  | Member   |
| 3. Deputy Secretary, SGA&CD to be nominated by the Chief Secretary, Sindh | Member   |

## III. DIVISIONAL LEVEL

- |   |          |
|---|----------|
| 1. Divisional Commissioner  | Chairman |
| 2. Divisional Head of concerned Department  | Member   |
| 3. Representative of SGA&CD not below the rank of Section Officer to be nominated by the Chief Secretary, Sindh | Member   |

## IV. DISTRICT LEVEL

- |   |          |
|---|----------|
| 1. Deputy Commissioner  | Chairman |
| 2. Head of concerned department at District level   | Member   |
| 3. Representative of SGA&CD, not below the rank of Section Officer to be nominated by the Chief Secretary, Sindh. | Member   |

(2) In each Department or Office of Government, there shall be one or more Departmental Promotion Committees, the composition of which shall be determined by the Department concerned in consultation with Services, General Administration & Coordination Department.

(3) Each such Committee shall consist at least three members, one of whom shall be appointed as Chairman.

3. In rule 11, for the figures and word "3 to 15", the figures and word "1 to 15" shall be substituted.
4. In rule 14, in clause (ii), for figures and word "3 to 15", the figures and word "1 to 15" shall be substituted.
5. In rule 15, for the figures and word "3 to 15", the figures and word "5 to 15" shall be substituted.
6. For rule 16, the following shall be substituted :-

"16. Posts in BPS 1 to 4 shall ordinarily be filled on local basis i.e. the District, Taluka, Sub-Division, Union Councils and the facility the determinant of which is demography.



ydy.  
03.03.2020

**Illustration.** The local area for the office of the Deputy Commissioner would be the entire respective district; the local area for the office of the Divisional Commissioner serves would be the entire division; the local area for the Provincial Secretariat serves would be entire Province; and the local area the THQ Hospital serves would be entire Sub-Division; the local area of primary school serves would be the area as prescribed by the School Education Department".

**-MUMTAZ ALI SHAH-**  
CHIEF SECRETARY SINDH

No. SORI(SGA&CD)3-76/2019

Karachi, dated the 3<sup>rd</sup> March, 2020

A copy is forwarded to the Superintendent, Sindh Government Printing Press, Karachi with a request to publish the same in the next issue of the Sindh Government Gazette and supply 300 copies thereof to this Department.

*Ydp-03032020*  
(MUSADDIQUE MEMON)  
SECTION OFFICER (REGULATION-I)

**A copy is forwarded for information and necessary action to:-**

- 1 The Chairman, Planning & Development Board, P&D Deptt: Govt. of Sindh, Karachi.
- 2 The Senior Member, Board of Revenue, Sindh, Hyderabad.
- 3 The Principal Secretary to Governor, Sindh.
- 4 The Principal Secretary to Chief Minister, Sindh.
- 5 The Registrar, High Court of Sindh, Karachi.
- 6 The Advocate General Sindh, Karachi.
- 7 The Secretary (GA), SGA&CD, Government of Sindh with reference to his letter No. SOVI(SGA&CD)7(289)/2019 dated 26.11.2019.
- 8 The Secretary (Services), SGA&CD Government of Sindh with reference to his letter No. SOV(SGA&CD)8-27/2019 dated 20.02.2020.
- 9 The Secretary to Government of Sindh, Law Department with reference to his UO endorsement bearing number S. Reg:10(1)/2020/39 dated 27.02.2020.
- 10 The Administrative Secretaries (All), Government of Sindh.
- 11 The Chairman, E&ACE, SGA&CD, Government of Sindh.
- 12 The Chairman, Chief Minister's Inspection Team, Karachi.
- 13 The Chairman, Sindh Revenue Board, Karachi.
- 14 The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
- 15 The Accountant General Sindh, Karachi.
- 16 The Secretary to Provincial Ombudsman, Sindh, Karachi.
- 17 The Divisional Commissioners/Deputy Commissioners (All in Sindh).
- 18 The Secretary, Provincial Assembly Secretariat, Karachi.
- 19 The Registrar, Sindh Service Tribunal, Karachi.
- 20 The Secretary, Sindh Public Service Commission, Hyderabad.
- 21 The Deputy Secretary (Staff) to Chief Secretary, Sindh.
- ✓ 22 All Officers in SGA&CD/Private Secretary to Chief Secretary, Sindh.

*SR-II SGA&CD*



*Ydp-03032020*  
(MUSADDIQUE MEMON)  
SECTION OFFICER (REGULATION-I)