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No.FD.PC.39-14/77(Pt.IV)APCA/2008(Provl.)

**GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT**

Lahore; 08th January, 2016

From:

Dr. Arshad Mahmood,
Finance Secretary.

To

1. All Administrative Secretaries to Government of the Punjab.
2. The Principal Secretary to Governor, Punjab, Lahore.
3. The Principal Secretary to Chief Minister, Punjab, Lahore.
4. The Military Secretary to Governor, Punjab, Lahore.
5. The Secretary, Punjab Provincial Assembly, Lahore.
6. The Secretary, Punjab Public Service Commission, Lahore.
7. All Heads of Attached Departments in the Punjab.
8. All Commissioners in the Punjab.
9. All District Coordination Officers in the Punjab.
10. The Chief Pilot, VIP Flight, Lahore.
11. The Provincial Director, Local Fund Audit, Punjab, Lahore.

**Subject: UPGRADATION OF THE POST OF ASSISTANT/HEAD CLERK
FROM BS-14 TO BS-16**

I am directed to refer to the subject cited above and to state that Government of the Punjab has recently upgraded the subject post and following questions have arisen in this regard:

- (i) As to whether the upgraded post from BS-14 to BS-16 is to be treated as Gazetted or Non-Gazetted?
- (ii) As to whether the incumbents of the said post are required to submit their Charge Assumption Reports against the respective upgraded post or otherwise?

2. The case has been examined in the Finance Department and it is clarified that the term "Gazetted and Non-Gazetted" has since been dispensed with under Rule 5 of the Punjab Civil Servants (Change in Nomenclature of Services & Abolition of Classes) Rules, 1974. Now the terms "Officer and Official" exist and the same are defined in the Punjab Financial Rules Vol-I as under:

1.28-A: "Officer" means Government Servant holding a post in National Pay Scale No.16 or higher National Pay Scale.

1.28-B: "Official" means a Government Servant holding a post in National Pay Scales No.1 to 15.

3. In view of the above, the incumbents of the subject post are Officers and they are required to submit their Charge Assumption Reports against respective upgraded post accordingly.


(TARIQ MUHAMMAD MIRZA)
DEPUTY SECRETARY (PC)

NO & DATE EVEN:

A copy is forwarded for information and necessary action to:

- 1) The Accountant General, Punjab, Lahore.
- 2) All District Accounts Officers in the Punjab.
- 3) The Treasury Officer, Lahore.

SECTION OFFICER (PC)

NO & DATE EVEN:

A copy is forwarded for information to:

- 1) Finance Secretary, Government of Sindh, Karachi.
- 2) Finance Secretary, Government of Khyber Pukhtoonkhwa, Peshawar.
- 3) Finance Secretary, Government of Balochistan, Quetta.
- 4) Finance Secretary, Azad Government of the State of Jammu & Kashmir, Muzaffarabad.
- 5) Finance Secretary, Government of Gilgit Baltistan, Gilgit.


DEPUTY SECRETARY (PC)