



Pakistan Water and Power Development Authority

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Director General (HR&Admn).
731-Wapda House, Lahore.

No. DG/DD(Rules)/07456/60/ 17038-187

Dated 05.12.2014

OFFICE MEMORANDUM

Sub: Additional/Current/Acting Charge Appointments in WAPDA

As an administrative measure, Current and Additional Charge of a vacant post is temporarily assigned to officers in WAPDA when regular promotion / positing to the post is not immediately possible. In order to bring the policy for such appointments in line with the instructions of the Government of Pakistan as contained in the Civil Establishment Code (ESTACODE) it has been felt necessary to clarify that in future whenever a vacancy occurs that can not be filled through regular promotion / posting, one of the following temporary arrangements shall be implemented:-

- a. **ADDITIONAL CHARGE:** Preferably the charge of a vacant post will be assigned to an officer of equal post available at the station where the vacant post is to be filled. This arrangement will be termed as Additional Charge and incumbent will be entitled to additional charge allowance as per Rules. The Additional Charge arrangement shall be initially for 3 months extendable for further 03 months.
- b. **CURRENT CHARGE:** Where a suitable officer of equivalent post is not available the charge of a vacant post will be assigned to an officer of lower grade comparatively senior at the same station / office as Current Charge of the post in addition to his own duties. The Current Charge will be given preferably to an officer who is otherwise fit for promotion but the regular promotion board could not be held. In case of non availability of such officer, current charge will be given to any officer of lower grade who is senior in concerned set up at the same station. The incumbent will be entitled to Current Charge Allowance.
- c. **ACTING CHARGE:** Where a senior most officer cannot be promoted against an available vacancy in his cadre for want of some procedural requirement, he can be appointed against the relevant higher post on Acting Charge basis. Such an officer will move from his original post and assume the full time Acting Charge of the higher post. The pay of the officer shall be fixed in the next BPS as per Rules.

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CONDITIONS:

- a. Additional / Current Charge appointments shall not amount to promotion on regular basis for any purpose including seniority.
- b. Additional / Current Charge appointments shall not confer any vested right for regular promotion to the post held as such.
- c. Officer holding Additional / Current / Acting Charge appointments will use the designation, administrative and financial powers of the concerned post.
- d. The Additional and Current Charge will be allowed by respective competent authorities, through relevant administrative channels or relevant CM Cells.
- e. The Acting Charge posting will be made through respective Promotion Boards.

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2. Circulate

- c.c.
1. Secretary WAPDA.
 2. PSO to Chairman WAPDA.
 3. All GMs/DGs/CEs WAPDA.
 4. SOs to the Members / MD (Admn).

Handwritten signature and date 08/12

Handwritten notes: 075, 2nd level - Plan

Handwritten initials and date 10/12/14

Handwritten signature of Director General (HR&A) (Muhammad Zafar)

G.M. Hydro Planning
By No. 2093
Date 08-12-14