



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

**GOVERNMENT OF THE PUNJAB
FINANCE DEPARTMENT**

Dated Lahore, the 17th June, 2014

From

Mr. Mohammad Jehanzeb Khan,
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:


PROMOTION OF THE POSTS OF LOWER GRADE EMPLOYEES

I am directed to state that Finance Division has formulated a policy for providing promotion chances to employees in BS-1 to BS-4 by up-grading their pay scales after certain length of service vide office memo No.1(4)F.1/2009 dated 31.12.2012.

2. In pursuance of the policy of Federal Government, the Governor of the Punjab has been pleased to decide as under with effect from 01.07.2014:

- i) Employees of BS-1 to BS-4 may be entitled to one step promotion to next pay scale twice throughout their service.
- ii) An employee falling in the above category may be given one step promotion in the immediate next pay scale in which he is serving presently after rendering 10 years of satisfactory service from the date of his regular appointment.
- iii) The second one-step promotion to next pay scale may be granted to him after completion of another 10 years of service from the date of first promotion or after rendering satisfactory service of 20 years from the date of regular appointment.
- iv) BS-1 to BS-4 employees, who were moved one step up w.e.f. 01.07.2007 in pursuance of Para-2 of this Department's notification No.FD.PC.32-7/2007 dated 10.09.2007, will be entitled to the second one step promotion to next scale on completion of 20 years satisfactory service from the date of their regular appointment.

2. All the Departments/Attached Departments are requested to take further necessary action to implement the above policy and will strictly observe prescribed procedure for promotion of these employees, i.e, through D.P.C. for ascertaining of record.


(TARIQ MUHAMMAD MIRZA)
DEPUTY SECRETARY (PC)

NO. & DATE EVEN:

A copy is forwarded for information and necessary action to:

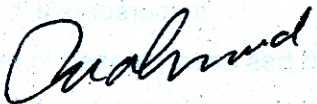
1. The Accountant General Punjab, Lahore.
2. All the District Accounts Officers in the Punjab.
3. The Treasury Officer, Lahore.
4. The Director General Audit, Lahore.
5. The Director General Works (Accounts), Lahore.
6. The Director General Works (Audit), Lahore.
7. The Director General Audit (District Governments), Punjab, Lahore.

(MANZOOR AHMAD)
SECTION OFFICER (PC)

NO. & DATE EVEN:

A copy is forwarded for information and necessary action to:

1. The Finance Secretary, Government of Pakistan, Islamabad.
2. The Finance Secretary, Government of Sindh, Karachi.
3. The Finance Secretary, Government of KPK, Peshawar.
4. The Finance Secretary, Government of Baluchistan, Quetta.
5. The Finance Secretary, Azad State of Jammu & Kashmir, Muzaffarabad.
6. The Finance Secretary, Government of Gilgit Baltistan, Gilgit.


(MANZOOR AHMAD)
SECTION OFFICER (PC)