



Dated Quetta, the 03rd May, 2019

NOTIFICATION

No.SO(S-III)2-22/2019-Edu/ 5270-5364 In pursuance to approval of the Provincial Cabinet and Competent Authority conveyed vide Services & General Administration Department (S&GAD), Government of Balochistan's correspondent No.S.O(R-1)5(35)S&GAD-2018/1826, dated 2nd May 2019, the Secondary Education Department, Government of Balochistan hereby notified "The Revised Teaching Staff (BPS-09 to 15) Recruitment Policy (2019) Secondary Education" with immediate effect until further orders:-

1. VISION / GOAL

- i. Education is key to unlock hidden potential of individuals who can be utilized for betterment of society. The key to both individual & collective developments can be achieved with competent and efficient teachers besides other necessary requirements. Hiring services of competent & efficient individuals as teachers is to set goals of sustainable development.
- ii. Employment of such efficient individuals requires competition among eligible candidates. Therefore, the Government of Balochistan has decided to ensure error free & transparent merit based recruitment of teachers. Accordingly, all the human resources and systems in Secondary Education will be aligned with this vision.
- iii. The major milestones of education include 100% enrollment, 100% retention provision of quality education and improve survival rate in schools against the present drop out. For this purpose, recruitment will be made against vacant posts to fill the gap and reduce shortage of human resource which is confronted by Secondary Education Department presently.
- iv. The policy aims to provide an equal opportunity to competing candidates. The policy is guided by the principles of merit, transparency, foolproof selection process, fair competition and uniform recruitment procedure.
- v. The following suggestions offered by the Services & General Administration Department (S & GAD) vide letter No. S.O (R-1)5(35)S&GAD-2018/1826, dated 2nd of May 2019 and duly approved by the Hon'ble Chief Minister Balochistan.
 - a) Merit list of rural areas should be caused on Union Councils basis and urban areas on Municipal Committee / Corporation basis, as boundaries of villages are not defined properly;
 - b) Quota for minorities and Persons with disabilities (PWDs) should be allocated from the concerned U.C and Municipal Committee / Corporation;

- c) Upper age limit should include latest general relaxation announced by the Government of Balochistan;
- d) The District Recruitment Committee should include District Accounts Officer as directed by the Hon'ble Chief Minister and should be responsible to monitor the entire process of screening to ensure merit based selection by prevention of any illegal / corrupt practices such as cheating; impersonation etc. The Deputy Commissioner or District Education Officer should personally put their initials on all the answer sheets to preclude any chance of their replacement. The DRC should allow holding of screening test after making sure that appropriate arrangements are in place to do so.
- e) The Worthy Chief Secretary under his own signatures may write to all the Deputy Commissioners, being Chairman of the Recruitment Committee, directing them in strict terms to ensure merit based selections at any cost. They must be present at their headquarters on the day screening test is organized by the Testing Service to personally monitor the process.
- f) Administrative Secretaries may be assigned districts to monitor the process particularly the performance of the DRCs on the screening day.

2. ADVERTISEMENT

- i. A detailed vacancy statement category-wise, gender-wise & schools wise of rural areas should be caused on Union Councils, Tehsil and District (in ascending order) and urban areas on Municipal Committee / Corporation basis vide approved suggestion referred to S.No.1 of sub section- V above.
- ii. Collective advertisement will be published by the Testing Agency in the leading local and national newspapers.
- iii. The detailed vacancy statement category-wise, gender-wise and schools-wise will also be displayed on the websites of Government of Balochistan, Secondary Education Department (www.emis.gob.pk) and also on the website of the Testing Agency.
- iv. The challan form will be attached with the Application Form. Fee will be announced in advertisement as per agreement after finalization of the services/firm of testing service. The mode of payments to the Testing Agency will be elaborated in advertisement.
- v. After publication of advertisement, no transfer / posting shall be effected, so that qualified candidates may not suffer.

3. AGE LIMIT

For fresh & in-service candidates, minimum age limit is 18 years while maximum age limit shall be 28 years across the board on closing date of receipt of applications. In addition to that the general upper age relaxation of fifteen (15) years is also granted vide S&GAD Notification No. S.O(R-I) 3(12)/S&GAD-2018/1047-1146 dated 20/02/2019 with effect from 1st Feb, 2019 to 23rd June, 2020 and will appear as a part of the advertisement. No further age relaxation will

be allowed in any case. Age limit shall be determined from Matriculation certificate.

4. ACADEMIC & PROFESSIONAL QUALIFICATION FOR TEACHING VACANCIES

S. No	Nomenclature of Posts	Academic Qualification	Professional Qualification
1	Junior Elementary Teacher (JET) or Elementary School Teacher (EST) (B-15)	Graduation or equivalent degree at least in second division from a recognized university.	Associate Degree in Education (ADE) at least in second division or B.Ed from a recognized university.
Note:- ADE can be used either as academic or professional qualification.			
2	Junior English Teacher (JET) (B-14)	Bachelor's Degree or equivalent degree at least in second division from a recognized university	Certificate of Teaching (CT) from a recognized institution or B. ADE.
Note:- CT professional qualification shall be eligible up till December, 2012.			
3	Junior English Teacher (Technical) (JET-Tech) (B-14)	Bachelor's Degree or equivalent degree at least in second division with Certificate of Teaching (CT) from a recognized institution	One year's Training in respect of trade from a recognized Agricultural Technical Teacher Training Centre.
Note:- CT professional qualification shall be eligible up till December, 2012.			
4	Junior Arabic Teacher (JAT) (B-14)	Bachelor Degree at least in Second Division with Arabic from a recognized university, Or Al-Shahadat ul Alia (Equivalent of Bachelor Degree) from Wafaq ul Madaris, Tanzeem ul Madaris or from any of the HEC recognized institutions. or Sanad Dars-e-Nizami from recognized Institution.	Arabic Teachers Training Certificate ATTC from Alama Iqbal Open University or from any other HEC recognized institutions.
5	Physical Education Teacher (PET) (B-14)	Bachelor's Degree or equivalent degree at least in second division from a recognized university,	
6	Drawing Master (DM) (B-14)	1. Bachelor's Degree or equivalent degree at least in second division from a recognized university; with Certificate in Drawing from recognized institute	Drawing Master Certificate Intermediate Drawing Grad Certificate.
7	Junior Vernacular Teachers (JVT) (B-9)	Higher Secondary School Certificate at least in second division from a recognized Board	Primary Teacher Certificate (PTC) from a recognized institution/ ADE / B.Ed.
Note:- PTC professional qualification shall be eligible up till December, 2012.			
8	Mualim ul Quran (B-9)	Higher Secondary School Certificate at least in second division from a recognized Board	Sanad from Wafaq ul Madaris Tanzeem ul Madaris or from recognized institutions or Sanad Al-Shaadat ul Sanvia-Khasa from a recognized institution

Note:

- Candidates applying against the JVT, JET, EST shall have pre-service training certificate & diploma.*

* Previously pre-service and in-service training for JVT and JET were PTC and CT which were phased out in 2014 and replaced by ADE and B.Ed honors which are of 2 & 4 years program respectively. If the posts of JVT, JET and EST are kept open for all candidates including those having no professional training, the Government will not be in position to provide the selected candidates with in-service training and it is not possible by any means to spare thousands of teachers for 2 years (ADE) and 4 years B.Ed (Honors) time for their training. Since training are mandatory by all means. There are about 30,000 candidates having PTC, CT and B.Ed qualifications who had acquired the prescribed qualification for these post before the said program were phased out. It is advisable to give them a chance to appear in test so that the Department could have trained human resource and avoid wastage of resources and time on training of selected candidates. Furthermore, the department will not be in position to spare them with pay and allowances for training for such a long period and cause educational loss of the students.

5. RESERVE QUOTA

- i. 5% statutory quota for disabled person, of the total allocated posts of each category, will be reserved on district basis. The disability certificates issued by Director General, Social Welfare Department will be acceptable. Under the disabled quota, blind, deaf & dumb candidates will not be eligible to apply. Disability should not hurdle mobility and effective use of Blackboard. Disable candidates fit for teaching profession and able to read, speak, write and use blackboard will be eligible to apply for appointment against this quota. These vacancies may be treated as open and filled on merit.
- ii. 5% of the total number of advertised posts of each category of teachers for Minorities (Non- Muslims) shall be allocated and vacancies reserved of minorities against which qualified candidates are not available. These vacancies may be treated as open and filled on merit.
- iii. The District Recruitment Committee will generate a merit list category-wise, gender-wise, school wise by indicating 5% quota each for the disabled and minority from total advertised Quota should be allocated from the concerned U.C and Municipal Committee / Corporation vide approved suggestion referred to S.No.1 of sub section-V(b) above
- iv. As separate schools exist for girls where women teachers are appointed, the quota of Women will not be observed.

6. RANKING CRITERIA OR WEIGHTAGE FORMULA FOR THE POSTS AND PREPARATION OF FINAL MERIT LIST

MERIT	MARKS
Weightage for academic prescribed qualification (1 st Division 20 Marks, 2 nd & Other Division 10 Marks)	20%
Weightage for screening test	70%
Weightage for Professional qualification (1 st Division 10 Marks, 2 nd & Other Division 05 Marks)	10%
Total merit marks	100%

NOTE:-

- i. Aggregate marks shall be considered 50% marks.
The Candidate after securing 50% or more marks in the screening test will be eligible for consideration in the final merit.
- ii. Merit marks to be calculated on the basis of percentage obtained in each examination.

7. INITIAL STEPS OF RECRUITMENT

- i. The candidates will obtain prescribed Application Forms for each post from the office of the respective DEO or download from websites of the Testing Agency or Secondary Education Department, i.e, emis.gob.pk.
- ii. Submission of Application Forms
 - a. For all the posts, the DEOs shall help the testing agency to establish two separate cells/counters (male and female) for the purpose of submission of forms by male/female candidates.
 - b. The testing agency will maintain record of applicants along with a copy of application form and attested copies of required documents, which will be kept with the testing agency for a period of time as mentioned in agreement.
 - c. The candidates would download the application form and submit it along with original challan to the cell/counters of testing agency established in the office of DEO concerned.
- iii. Female candidates can use only one Local or Domicile for applying against a post. If a candidate is married, she will have to use husbands' local / domicile. However, the candidate will also have to produce Nikahnama. Furthermore, if the candidate is unmarried she can only apply through her own local / domicile or her father's.
- iv. Female candidates otherwise qualified shall be eligible to apply for all categories of posts in Girls Schools.
- v. The DEO office will hand over original form and a copy of documents to the Testing Agency or as per agreement with the Testing Agency as the case may be.

8. SCREENING TEST

- i. Candidates absent in screening test or subsequently from personal appearance to get the documents checked before the District Recruitment Committee on scheduled date, time and venue, will stand disqualified for recruitment.
- ii. No candidate shall be allowed to take screening test without original CNIC.
- iii. Thumb impression shall be part of attendance and answer sheets.
- iv. A certificate signed by candidates shall be taken which will state if the Department or the testing agency found them guilty of impersonation, the department reserves the right to take legal action for forgery as per law and terminate their candidacy.

9. DISTRICT RECRUITMENT COMMITTEE (DRC)

The recruitment process shall be carried out by the District Recruitment Committee. Its composition will be as per APT Rules, 2009, Part-I under Section 5 and Part-III under section 9 which is given and further approved suggestion at S.No.1 of sub section- V (d) above under:-

i.	Deputy commissioner	Chairman
ii.	District Education Officer	Member
iii.	District Officer Education (Male)	Member
iv.	District Officer Education (Female)	Member
v.	District Accounts Officer (concerned)	Member

10. TORS / RESPONSIBILITIES OF DISTRICT RECRUITMENT COMMITTEE

The DRC shall be responsible for smooth and transparent conduct of recruitment process by facilitating the Testing Agency and application of weightage formula at clause 6 of this policy. The responsibilities / terms of references for DRC are as under:-

- i. It shall display clear sanctioned vacancies for the candidates.
- ii. It shall display the list of qualified candidates who pass screening test conducted by the testing agency.
- iii. It shall verify Domicile/ Local certificates.
- iv. The District Recruitment Committee should include District Accounts Officer as directed by the Hon'ble Chief Minister and should be responsible to monitor the entire process of screening to ensure merit based selection by prevention of any illegal / corrupt practices such as cheating; impersonation etc. The Deputy Commissioner or District Education Officer should personally put their initials on all the answer sheets to preclude any chance of their replacement. The DRC should allow holding of screening test after making sure that appropriate arrangements are in place to do so.

v. MERIT LIST

- a) Merit list will be category-wise, gender-wise of rural areas should be caused on Union Councils, Tehsil and District (in ascending order) area-wise and urban areas on Municipal Committee / Corporation basis vide approved suggestion referred S.No.1 of sub section- V above (According to the advertised vacancy as General Merit Lists Quota, Disable and Minority for each category wise / post wise separately.
- b) In case of Non-availability of eligible candidates from any area the post(s) shall be re-advertised.
- c) The merit list shall be arranged in descending order from the highest to the lowest marks and in case, two or more candidates have the same marks, the older one shall be given preference for appointment.
- d) Final merit list shall be signed by all members of District Recruitment Committee and shall be placed on website of EMIS (www.emis.gob.pk), and notice board of the office of the DEO concerned.
- e) The DRC shall recommend candidates according to the prepared vacancy statement shared with SED.
- f) If a candidate has two locals / domiciles or CNICs, he/she shall be considered disqualified automatically for the crime of forgery.
- g) It shall finalize merit lists received from the Testing Agency according to this policy & being the recommending body shall submit the final recommendations / names of selected candidates for consideration and approval for appointment to the Competent Authority through Director of Education (Schools).

11. TIME DURATION FOR DRC

DRC shall prepare merit lists within 7 days after receiving the scoring lists of screening test from the testing agency.

12. PLACEMENT OF SELECTED CANDIDATES

- I. The selected candidates will be placed according to the inter-se merit and in the school for which they are selected by the recruitment committee where the vacant posts are available as indicated in vacancy statement prepared by the DEO and DC concerned.
- II. In case of dispute between two or more candidates for a seat the senior who scores more marks in Tests will take precedence.
- III. If a person stands principal candidate for more than one posts and decides have one posts of his/ her choice and withdraws his/her name from other post(s), the other post(s) will remain vacant and will be re-advertised.
- IV. The selected candidates shall be appointed purely with a probation period of five (05) years.
- V. The appointment against the posts shall be purely on non-transferable basis.
- VI. The selected candidates shall provide undertaking before issuance of appointment orders by clearly mentioning that they shall not apply for transfer during the entire length of service period they serve.

13. LETTER OF AGREEMENT

- i. If a person fails to join the post within fifteen days or where a written refusal is received from a selectee. His/ her selection shall stand cancelled.
- ii. There will be no waiting list.
- iii. No candidate will be considered for appointment in case of withdrawal of the principal candidate or his/her disqualification for any reason. Such post will remain vacant and will be re-advertised.
 - a. The appointment order to the successful candidates shall be awarded as per descending order maintained by DRC and formal approval by competent authority.
 - b. No individual/ separate appointment order shall be issued; instead collective orders of selected candidates shall be issued. Which will also have their CNIC numbers as conveyed by DRC in its recommendations.
 - c. The selected candidates shall have no right to demand or claim any change in terms and conditions laid down in their appointment letter.

14. VERIFICATION OF DEGREES AND CERTIFICATES

- i. Those degrees and certificates will be considered which have been issued by Public Sector Universities, Balochistan Board of Intermediate and Secondary Education (BBISE), Quetta or any other legally recognized Board or University which is recognized by / affiliated with the Higher Education Commission, Islamabad as well as Chartered by Balochistan Assembly.

ii. Verification of certificates / degrees from BISEs/Universities will be done by DEOs, within ninety days.

a. Verification fee will be borne by the candidates but the verification process will be carried out through official correspondence.

15. TIMELINES FOR RECRUITMENT:

The recruitment process, so far as practicable, shall be completed according to the timelines stated in MOU with testing service firm.

Appendix-A Vacancy Statement Proforma

Appendix-B Merit List Proforma

Appendix-C Minutes of meeting / recommendation DRC

Muhammad Tayyab
Secretary

The Chief Controller,
Printing and Stationery Department,
Balochistan, Quetta for further necessary action
and provision of 50 copies of the Gazette Notification
for official use and record.

No. Even. Dated. Even.

A copy is forwarded for information to :-

1. The Additional Chief Secretary (Dev:), Govt. of Balochistan, P&D Department, Quetta
2. The Secretary, Government of Balochistan, S&GAD, Quetta
3. The Secretary, Government of Balochistan, Finance Department, Quetta
4. The Secretary, Law & Parliamentary Affairs Department, GoB, Quetta.
5. The Principal Secretary to Governor Balochistan, Quetta
6. The Principal Secretary to Chief Minister, Balochistan, Quetta
7. The Accountant General, Balochistan, Quetta
8. The Director General Public Relations, Balochistan, Quetta
9. All the Divisional Commissioners in Balochistan _____
10. The Director of Education (Schools) /BOC/PITE, Quetta
11. All the Divisional Director (Education) _____
12. The Additional Secretary (Staff) to Chief Secretary Balochistan, Quetta
13. All the Deputy Commissioners in Balochistan, _____
14. All the District Education Officer _____
15. The P.S to Secretary, Secondary Education Department, GOB, Quetta.
16. The P.A to Additional Secretary (Schools/Dev:/Admn:), GOB, Secondary Education Department, Quetta.
17. Master file


(Muhammad Ashraf M. Hasni)
Section Officer (S-III)