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GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

Islamabad, the 05th August, 2020

NOTIFICATION

INTRODUCTION

Article 240 of the Constitution provides for the All Pakistan Service(s) (APS) common to the Federation and provinces which was/were in existence immediately before the commencing day of the 1973 Constitution. Pakistan Administrative Service (PAS) and Police Service of Pakistan (PSP) are the only two All Pakistan Services, having sanctioned strengths in BS 17 to 22 in the Federal Government, the four Provincial Governments and Government of Gilgit-Baltistan (GB). Given the fact that many areas in these governments are far flung, geographically dispersed, sharply differing from one another culturally, linguistically and administratively, allocation of officers of the PAS and PSP to these governments requires careful and objective handling.

2. For the purpose of ensuring a transparent, objective and equitable framework for transfers and postings, to and from these governments, a policy framework known as "**Rotation Policy of PAS / PSP officers**" was introduced in the year 2000. This framework was amended from time to time and needed a thorough review keeping in view the distortions and lacunae that were noticed while implementing this policy framework, since its notification. This policy has been drafted keeping in view the issues, identified during implementation of the existing policy, based on the broad principles that Federation ensures provision of adequate number of PAS/PSP officers against the sanctioned posts in the Federating Units and the Federal Government besides ensuring that all officers are provided opportunities to serve across the federating units before they attain the highest levels in governments. Rotation Policy 2000 shall be replaced with Rotation Policy, 2020 under the Civil Servants Act, 1973, so that rotation of officers among various governments becomes an unavoidable undertaking in which creation of exceptions is minimized. The Rotation Policy 2020 has been finalized after consultation with all governments.

APPLICATION AND EXCEPTIONS

3. The applicability of this policy will be as follows:
- These policy provisions shall be applicable to PAS/PSP officers;
 - There shall be no exception to the application of the policy on any grounds whatsoever, including gender or marital status except where expressly stated;
 - Standard exceptions like personal hardship and spousal location, which are a norm in many other cadres and departments across the country, shall not be available to the officers of PAS and PSP, given the primacy, priority and eminence of their service groups and positions they occupy; and

d. Wedlock Policy shall also not be applicable to PAS/PSP officers.

OBJECTIVES:

4. The objectives of this policy are:

- a) Based on the experience of operation of existing Rotation Policy and the lacunae/distortions observed therein, it is important to ensure that all governments, are served by the PAS/PSP officers in various grades.
- b) The tendency of officers to remain in one government for years by bringing extraneous pressures is checked and curbed.
- c) Onus to serve in all the governments on sanctioned posts is equitably shared by the officers of PAS/PSP.
- d) Shortage of officers in all grades, of these services, is equally distributed among all the governments in Pakistan.

PRINCIPLES OF POLICY

- Revision. 05/8/2020.*
5. Rotation Policy 2020 shall regulate transfer/posting of PAS/PSP officers, falling in the following categories:
 - a. First allocation, and service after completion of Specialized Training Programme (STP), in a government other than that of an officer's province of domicile;
 - b. Mandatory service in hard areas for male officers in BS17 to 19;
 - c. Rotation of officers serving for long continuous periods at one geographical location;
 - d. Rationalization of shortage of officers in each grade, among all the governments, by transferring least rotated officers to government(s) with highest shortage.

A. First Allocation

6. First allocation of every PAS/PSP officer shall be made outside the province of his/her domicile on the basis of preferences based on seniority/merit and keeping in view the vacancies in each government.
7. A male officer shall be required to serve in the provincial government/ICT/Gilgit Baltistan until his promotion to BS-18 or for 5 years starting from the date he joins the provincial government/ICT/Gilgit Baltistan after STP as AC(UT)/ASP (UT), whichever is earlier;
8. A female officer shall be required to serve in the provincial government/ICT/Gilgit Baltistan until her promotion to BS-18 or for 3 years starting from the date she joins the provincial government/ICT/Gilgit Baltistan after STP as AC(UT)/ASP (UT), whichever is earlier.
9. For PSP officers, the one-year FC posting in BS 17 will be considered as period served in the government of initial allocation irrespective of the geographical location where the FC posting in BS-17 is undertaken.
10. No transfer of an officer, on any ground to any provincial government/ICT/Gilgit Baltistan shall be allowed until his/her promotion or completion of 5 years in case of male officers and 3 years in case of female officers, whichever is earlier.

11. Policy provisions regarding posting of officers, under this section of the policy, shall apply to batches who are inducted in PAS/PSP through CSS examination held in the year 2020 and onwards.

B. Mandatory Service in Hard Areas

12. Every male PAS/PSP officer will have to serve a minimum of two years in the hard areas notified by Establishment Division during service in BS 17 to 19.

C. Continuous Service of 10 Years in a Government

13. No PAS/PSP officer of BS 20 and below shall be allowed to serve in a Government for more than 10 years continuously. In order to determine the length of period served in any government:

- a. The period spent on EOL/earned leave/study leave/OSD/training/foreign deputation/foreign posting shall not be considered as break and will be included, for the purpose of computing the continuous period of ten years.
- b. The time spent by an officer on a post of the Federal Government located within the geographical limits of the provincial/other governments shall be counted towards computing his service in that provincial/other government.
- c. For the purpose of calculating a break in the continuous period served by officers currently posted in a government i.e. on the day of notification of this Policy, following special provision shall be used:
for a period to be considered a valid 'break' within the previous ten years' service, an officer would have served in another government, and on stations outside the geographical limits of his/her current government, for at least one year continuously. Provided that period spent on EOL/OSD/earned leave/study leave/training/foreign deputation/foreign posting shall not be counted towards this one year.
- d. Once an officer has been compulsorily rotated, under this policy, and posted to a particular government, then:
- Male officer shall not return to the government of his previous ten-year posting, before completing two years at stations of his posting situated outside of the geographical limits of government of his ten-year posting.
 - Female officer shall not return to the government of her previous ten-year posting, before completing one year at stations of her posting situated outside of the geographical limits of government of her ten-year posting.
 - Provided that period spent on EOL/OSD/earned leave/study leave/training/deputation shall not be counted towards these two years and one year respectively.
- f. The current officers who have served continuously for 10 years or more in any of the governments shall be transferred to other governments in three phases spanning over six months each and starting with the officers who have longest tenures in a government. Female officers will not be relocated in the first phase but transferred in second and third phase.

Minimum: 05/8/2020.

D. Least Rotated Transferred First

14. To meet further shortage, the officers can be rotated even before completion of ten years' continuous service in a government on the principle of least rotated transferred.
15. Least rotated will be calculated as:

- a. "on the basis of the time spent posted outside the government in which the officer has served the longest. That officer will be transferred first who has the lowest percentage of time spent posted outside the government in which the officer has served the longest in relation to his total length of service."
- b. The period spent on any kind of leave/OSD/competitive scholarship/foreign deputation/foreign posting shall not be considered as break and will be included, for the purpose of computing the continuous service in a government.
- c. The time spent by an officer on a post of the Federal Government located within the geographical limits of the provincial/other governments shall be counted towards computing his service in that provincial/other government. The only exception to this rule would be the post of Directing Staff in National School of Public Policy, CSA and NPA, provided the officer was among the top three (03) in his/ her batch in the last of the mandatory trainings (NMC, SMC and MCMC as the case may be).

Illustration: Officer A (BS-20) has a total of 25 years-service. He has served 15 years in Province I, while serving 8 years in Federal Government and 2 years in Province II. Thus his cumulative time spent outside the government in which he has served the longest (Province I) comes out to be 10 years (or 40% i.e. 10/25).

Officer B (BS-20) has a total of 20 years-service. He has served 11 years in Federal Government, while serving 4 years in Province I and 5 years in Province II. Thus, his cumulative time spent outside the government in which he has served the longest (Federal Government) comes out to be 9 years (or 45% i.e. 9/20)

Officer C (BS-20) has a total of 22 years-service. He has served 15 years in Province I, while serving 3 years in Province II, 2 years in Province III and 2 years in Province IV. Thus, his cumulative time spent outside the government in which he has served the longest (Province I) comes out to be 7 years (or 32% i.e. 7/22)

Officer D (BS-20) has a total of 24 years-service, including 2-year Study Leave and One Year-deputation abroad. He has served 15 years in Federal Government (including one-year deputation abroad), while serving 3 years in Province I, 3 years in Province II (including Study leave) and 3 years in ICT. Thus, his cumulative time spent outside the government in which he has served the longest (Federal Government) comes out to be 9 years (or 37.5% i.e. 9/22)

Thus, the order in which these officers shall be posted to other governments will be Officer C, Officer D, Officer A and Officer B.

16. Government may transfer any officer from any government, and post him/her to any government, at any time in his/her career keeping in view the exigencies of governance, before completion of 10 years' continuous service in a government.

17. Shortage of officers, along with the numbers required for equalizing the shortage ratio, in all governments viz-a-viz sanctioned posts in each grade shall be worked out by Establishment Division in January and July of each year.

ENABLING PROVISIONS

18. Notwithstanding anything contained in this policy, Government may transfer a BPS 21 or 22 officer from any government and may post him/her to any other government keeping in view the exigencies of governance.
19. Officers proceeding on any kind of leave/competitive scholarship/foreign deputation/foreign posting for a period of one year or more shall report to Establishment Division before proceeding on the same.
20. Grade-wise Lists of Officers for rotation shall be prepared by Establishment Division twice a year, in the months of January and July.
21. Shortage of officers, along with the numbers required for equalizing the shortage, in all governments viz-a-viz sanctioned posts in each grade shall be worked out by Establishment Division in January and July of each year.

CONDITIONS RELATED TO PROMOTIONS

22. For the purpose of eligibility for promotion to BS-19, service of at least 5 years and 3 years outside of the province of domicile shall be compulsory for every male and female officer respectively. This condition, however, shall be applicable on the batches who are inducted in PAS/PSP through CSS examination in the year 2020 and onwards.
23. A male officer shall not be considered eligible for promotion to BS-20 by Central Selection Board if he has not served in a hard area, to be notified by Establishment Division, for at least 2 years during the entire career as a PAS/PSP officer. This provision shall become applicable after three years from the date of notification of this Rotation Policy. PAS/PSP officers having completed 14 years of service in BS 17 and above, after notification of this Rotation Policy, shall be rotated to hard areas based on seniority forthwith so as to provide adequate opportunity to all officers to serve 2 years in hard areas before they are due to be considered for promotion to BS 20.
24. An officer shall not be considered eligible for promotion to BS-21 by a Central Selection Board if he/she was serving in a government/within geographical limits of the Government continuously for more than 10 years until he/she has been transferred out of that government and has served for at least one year in another government outside the geographical limits of the government of 10 or more years stay. This provision, however, shall become applicable after two years from the date of notification of this Rotation Policy.
25. These conditions related to promotion will be duly observed under rule 6 (1) (d) of the Civil Servants Promotion (BPS-18 to BPS-21) Rules, 2019.

ANCILLARY PROVISIONS

26. Wedlock Policy shall not apply to PAS/PSP officers in relaxation of Rotation Policy; instead, spouses shall be posted closest to places of posting of PAS/PSP officers and not vice versa.

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26. Officers shall be allowed to retain at least one Government accommodation anywhere in the country for settling their families. Subject to availability, suitable accommodation shall be made readily available to the officers transferred to other governments.
27. Hard area incentives for Balochistan & Gilgit Baltistan, as already notified, shall remain intact and shall also apply to any other hard area to be notified by Establishment Division with approval of the Prime Minister.
28. The Rotation Policy 2020 shall come into force w.e.f. 1st January, 2021. Rotation Policy, 2000, and all amendments made therein from time to time, shall be repealed on the notification of this policy. However, all orders/notifications made under the Rotation Policy 2000, as amended from time to time, shall continue to hold force.

Mariam 05/3/2020
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- The Secretary, Establishment Division, Islamabad.
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