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PART III

**Notifications by High Court ; Labour Commissioner ; Advertisements ;
Director of Lotteries, Punjab and Notices, etc.**

THE PUNJAB WAQF (MINISTERIAL SERVICES) REGULATIONS

NOTIFICATION

The 29th August, 2019

No. Waqf-60/Pb/Waqf (Ministerial Services) Regulations/2019.- In exercise of the powers conferred by clause (e) of sub-section (2) of section 110 read with section 24 of the Waqf Act, 1995 (Central Act 43 of 1995) and all other powers enabling it in this behalf, the Punjab Waqf Board with the previous sanction of the State Government, makes the following regulations for regulating the terms and conditions of its officers and employees for carrying out its functions under the said Act, namely:-

REGULATIONS

1. Short title, commencement and application:- (1) These regulations may be called the Punjab Waqf (Ministerial Services) Regulations, 2019.

(2) They shall come into force on and with effect from the date of their publication in the Official Gazette.

(3) They shall apply to the posts as specified in Appendix 'A'.

2. Definitions (1) - In these regulations, unless the context otherwise requires,-

(a) "Act" means the Waqf Act, 1995 (Central Act No. 43 of 1995);

(b) "Appendix" means an Appendix, appended to these regulations;

(c) "Board" means the Punjab Waqf Board, established under sub-section (1) of section 13 vide Government of Punjab, Department of Home Affairs and Justice (Judicial – I Branch), Notification No. 5/28/1996-2Judl.(1)3543, dated the 1st August, 2003;

(d) "Chairperson" means the Chairperson of the Board;

(e) "Chief Executive Officer" means an officer appointed as such by the State Government by notification

in the Official Gazette under sub-section (1) of section 23 of the Act;

- (f) “direct appointment” means an appointment made otherwise than by promotion or by transfer or by deputation of a person already in the Service of a Government, Corporation, Board or local body;
- (g) “employee” means a person appointed to a Service, other than the Group ‘A’ or ‘B’ Service;
- (h) “member” means a person appointed to any Service under these regulations, and includes both an employee as well as an officer of the Board for the purpose of the regulations;
- (i) ‘officer’ means a person appointed to Group ‘A’ or Group ‘B’ Service;
- (j) “recognised university or institution” means,-
 - (i) any university or institution incorporated by law in any of the States of India; or
 - (ii) any other university or institution, which is declared by the State Government, to be a recognized university or institution;
- (k) “Service” means the Punjab Waqf Board Group “A” Service, Group “B” Service, Group “C” Service and Group “D” Service, constituted by the Board in connection with its affairs, as per the scales of pay given in Appendix “A”, comprising the posts specified therein; and

(1) “State Government” means the Government of the State of Punjab in the Department of Home Affairs and Justice;

(2) Words and expressions used and not defined in these regulations, but defined in the Punjab Civil Services Rules, shall have the same meaning, as assigned to them in these rules.

3. Number and character of posts- The Service shall comprise the posts, specified in Appendix ‘A’:

Provided that the Board shall in consultation with the State Government, have the inherent right to add to or reduce the number of such posts or to create new posts with different designations and scales of pay, whether permanently or temporarily.

4. Nationality, domicile and character of persons appointed to the Service.-

(1) No person shall be appointed to a Service, unless he is a citizen of India;

(2) No person shall be appointed to a Service by direct appointment, unless he produces,-

(a) a certificate of character from the principal academic officer of the university, college, school or institution, as the case may be, last attended, if any, and similar certificates from two responsible persons not being his relatives, who are well acquainted with him in his private life and are unconnected with his university, college, school or institution; and

(b) an affidavit to the effect that he was never convicted for any criminal offence involving moral turpitude and that he was never dismissed or removed from service of any State Government or Government of India or any Public Sector undertaking.

5. Age.- (1) No person shall be recruited to the Service by direct appointment, if he is less than eighteen years or is more than 37 years of age on the 1st day of July of the year immediately preceding in the last date fixed for submission of applications by the Board, or unless he is within such range of minimum and maximum age limits, as may be specifically fixed by the Punjab Government from time to time:

Provided that the upper age limit may be relaxed up to forty-five years in the case of a person already in the employment of Punjab Government, other State Government, the Government of India or Public Sector Undertaking or Statutory Body:

(2) In the case of appointment on compassionate ground on priority basis, the upper age limit shall be such, as may be specifically fixed by the Punjab Government from time to time.

6. METHOD OF RECRUITMENT:

Recruitment to the service shall be made through following modes:

- a. By Direct Recruitment
- b. By Promotion
- c. On deputation or by transfer of a person already in the service of Government of Punjab or Government of India or other state Government or any statutory board, corporation or corporate body, wholly or partially owned by the Government of Punjab or Government of India. The person appointed on transfer shall also be eligible for absorption in the board.
- d. On contract basis with such terms and conditions as the Board may decide.
- g. by re-employment

Provided that, if no suitable candidate is available for appointment by promotion to a post in service, such post shall be filled by direct recruitment or on contract basis or by deputation or transfer or by re-employment as the appointing authority may decide.

7. Educational and other qualifications.-(1) No person shall be appointed to any post in a Service, unless he possesses the qualifications, as specified in Appendix "B" against that post.

(2) All appointments to a Service by promotion shall be made on the basis of seniority-cum-merit-cum-fitness, and no person shall have any right to claim promotion on the basis of seniority alone.

(3) Any person appointed against Group C or B post or directly appointed against Group A post shall have to qualify test in English typewriting, to be conducted by the appointing authority at the speed of thirty words per minutes within a period of six months from the date of his appointment.

(4) In case, the person fails to qualify the said test within the period specified in sub-regulation (3), he shall be allowed annual increment only with effect from the date he qualifies such tests, but he shall not be paid any arrears for the period, for which he could not qualify the said tests.

8. Appointing authority.-(1) Appointment to Group 'A' Service and Group 'B' Service shall be made by the Chairperson.

(2) Appointment to Group "C" Service Service shall be made by the Chief Executive Officer with the approval of the Chairperson.

(3) Appointment to Group "D" Service Service shall be made by the Chief Executive Officer.

9. Probation.-(1) A person appointed to any post in a Service shall remain on probation for a period of two years, if recruited by direct appointment, and one year, if appointed otherwise :

Provided that-

- (a) any period, after such appointment, spent on deputation on a corresponding or a higher post, shall be counted towards the period of probation;
- (b) in the case of an appointment by transfer, any period of working on an equivalent or higher rank, prior to appointment to a Service, may, in the discretion of the appointing authority, be allowed to count towards the period of probation;

- (c) any period of officiating appointment to a Service shall be reckoned as a period spent on probation; and
- (d) any kind of leave, not exceeding six months during or at the end of period of probation, shall be counted towards the period of probation.
- (2) If, in the opinion of the appointing authority, the work or conduct of a person during the period of probation is not found to be satisfactory, it may,-
 - (a) if such person is recruited by direct appointment, dispense with his services or revert him to a post on which he held a lien prior to his appointment to a Service by direct appointment; and
 - (b) if such person is appointed otherwise-
 - (i) revert him to his former post; or
 - (ii) deal with him in such other manner, as the terms and conditions of his previous appointment permit.
- (3) On the completion of the period of probation of a person, the appointing authority, may, –
 - (a) if his work and conduct has, in its opinion been satisfactory-
 - (i) confirm such person from the date of his appointment or from the date he completes his period of probation satisfactorily, if he is not already confirmed ; or
 - (ii) declare that he has completed his probation satisfactorily, if he is already confirmed; or
 - (b) If his work or conduct has not been, in its opinion, satisfactory-
 - (i) dispense with his services, if appointed by direct appointment or if appointed otherwise, revert him to his former post, or deal with him in such other manner, as the terms and conditions of his previous appointment may permit; or
 - (ii) extend his period of probation and thereafter, pass such order, as it could have passed on the expiry of the period of probation as specified in sub-rule (1):

Provided that the total period of probation including extension, if any, shall not exceed three years.

10. Seniority- The seniority *interse* of persons appointed to posts in each cadre of a Service, shall be determined by the length of continuous service on such post in that cadre of a Service:

Provided that in the case of persons recruited by direct appointment, who join within the period specified in the order of appointment or within such period, as may be extended from time to time by the appointing authority, subject however, to a maximum period of four months from the date of order of appointment, the order of merit determined by the appointing authority, shall not be disturbed:

Provided further that in case, a person is permitted to join the post after the expiry of the said period of four months, his seniority shall be determined from the date, he joins the post:

Provided further that in case, any person of the next selection has joined a post in the cadre of a Service before the person referred to in the preceding proviso joins, the person so referred, shall be placed below all the persons of the next selection, who join within the time specified in the first proviso:

Provided further that in the case of two or more persons, who are appointed on the same date, their seniority shall be determined as follows:-

- (a) a person appointed by direct appointment, shall be senior to a person appointed otherwise ;

- (b) a person appointed by promotion, shall be senior to a person appointed by transfer ;
- (c) in the case of persons appointed by promotion or transfer, the seniority shall be determined according to the seniority of such persons in the appointments from which they were promoted or transferred ; and
- (d) in the case of persons appointed by transfer from different cadres, their seniority shall be determined according to pay, preference being given to a person, who was drawing a higher rate of pay in his previous appointment; and if the rates of pay drawn are also the same, then by their length of service in those appointments, and if the length of service is also the same, an older person shall be senior to a younger person.

Note.- Seniority of persons appointed on purely provisional basis or on ad-hoc basis shall be determined as and when they are regularly appointed keeping in view the dates of such regular appointment.

11. Knowledge of Punjabi & Urdu Language- No person shall be appointed to any post in any Service by direct appointment, unless he possesses knowledge of Punjabi language of Matriculation standard or its equivalent and also passes a test in Urdu language comprehension of such standard and to be held by such authority, as may be specified by the Board.

Provided that where a person is appointed on compassionate ground on priority basis under the instructions issued in this behalf by the Punjab Government from time to time, the person so appointed will have to acquire knowledge of Punjabi language of Matriculation standard and Urdu language comprehension within six months from the date of his appointment.

12. Liability for vaccination and re-vaccination.- Every member shall get himself vaccinated or re-vaccinated as and when the appointing authority so directs by a special or general order.

13. Oath of allegiance- Every member, unless he has already done so, shall be required to take oath of allegiance to India and to the Constitution of India as by law established.

14. Debarring from consideration for promotion of a member, who refuses to accept promotion - In the event of refusal to accept promotion by a member of a Service, he shall be debarred by the appointing authority from consideration for promotion for all the consecutive chances, which may occur in future within a period of two years from the date of such refusal to accept promotion:

Provided that in a case where the appointing authority is satisfied that a member of a Service has refused to accept promotion under the circumstances beyond his control, it may exempt such a member for reasons, to be recorded therefor in writing from the operation of this rule.

15. Resignation from the Service- (1) If a member wishes to resign from a Service, he may resign at any time after giving one month's notice.

(2) If a member fails to give the notice as required under sub-regulation (1) or gives a notice of shorter period, the appointing authority shall be entitled to recover salary and allowances for the notice period or for the period by which the notice falls short of, as the case may be, from such member in lieu of the notice period.

16. Retirement- A member shall retire on superannuation on the afternoon of the last day of the month in which he attains the age of sixty years:

Provided that –

- (i) the appointing authority shall, if it is of the opinion that it is in public interest to do so, have right by

giving a member prior notice in writing to retire on the date on which he completes twenty-five years of service or attains fifty years of age or on any date thereafter, to be specified in the notice ;

- (ii) the period of such notice shall not be less than three months, and in case three months' notice is not given or notice for a period less than three months is given, the member shall be entitled to claim a sum equivalent to the amount of his pay and allowances at the same rate at which he was drawing immediately before the date of retirement for a period of three months or for the period by which such notice falls short of three months, as the case may be; and
- (iii) any member may, after giving three months' previous notice in writing to the appointing authority, retire from the service on the date on which he completes twenty five years of service or attains fifty years of age. But no member under suspension shall retire from the service, except with the specific approval in writing of the appointing authority.

17. Extension: (1) A member may be granted extension after retirement on superannuation, if the appointing authority considers it necessary or expedient to do so in the interest of the Board:

Provided he has a satisfactory period of service and is found to be medically fit for doing service:

Provided further that extension shall not be granted for a period of more than one year at a time:

Provided further that no extension shall be granted to a member beyond the age of sixty two years:

(2) It is clarified that a member, who is granted extension under sub-regulation (1), shall not be entitled to any increment and promotion for rendering service during the period of extension.

18. Suspension, discipline, punishment and appeal.- (1) In the matters relating to suspension, discipline, punishment and appeal, the members shall be governed by the Punjab Civil Services (Punishment and Appeal) Rules, 1970, as amended from time to time.

(2) The authority empowered to impose penalties as specified in rule 5 of the Punjab (Punishment and Appeal) Rules, 1970, and the appellate authority there under in respect of the members, shall be such, as specified in Appendix 'C'.

19. Application of the Government Employees (Conduct) Rules, 1966-(1)The Punjab Government Employees (Conduct) Rules, 1966, as amended from time to time, shall be applicable to the members in respect of the matters contained in those rules.

(2) an employee of the Board is prohibited from having pecuniary relations with any mutawalli or with staff or establishment of any waqf or other institution;

(3) except with the previous sanction of the Board, no land belonging to any waqf may be granted on lease to any employee of the Board, whether in permanent or temporary employment;

20. Pay and allowances – The members shall be entitled to such pay and allowances, as may be determined by the Board:

Provided that the pay and allowances determined under this regulation, shall not be higher than those, as specified by the Punjab Government for a similar category of its own employees. Provided further that the Board shall retain its inherent power to increase or reduce the pay and allowances at any time based on its financial position.

21. Re-employment- A person, who has retired on superannuation from the service of a State Government,

Government of India, Board or Public Sector Undertaking, may be re-employed by the Board, if it considers it appropriate in public interest up to the age of sixty five years:

Provided that a person, who has been dismissed or punished with a major penalty by the competent authority including compulsory retirement or who has sought voluntary retirement from his earlier employment, shall not be re-employed.

22. Leave, medical charges and gratuity & leave encashment- In respect of leave, medical charges and gratuity & leave encashment, the members shall be governed by the Punjab Civil Services Rules and the Punjab Government Instructions issued from time to time.

23. Housing loan- The members may be granted loan for purchase of a plot, construction of house, purchase of a built up house or for making repair of house on the same terms and conditions on which it is admissible to the Punjab Government employees.

24. Contributory Provident Fund- (1) The existing members shall continue to be entitled to contribute to the Provident Fund, maintained by the Board at such rate, as may be determined by the Board as per law.

(2) Notwithstanding anything contained in sub-regulation (1), the persons appointed on and with effect from the 1st of December, 2019 shall be governed by the provisions of New Pension Scheme as is applicable to the employees of the Government of Punjab.

25. Service Book — (a) a service book shall be maintained in the form prescribed by the Government for its employees, for every employee of the Board. The service book shall be the record of the service of the employee;

(b) the Chief Executive Officer shall be responsible for the correct and up to date maintenance of the service book. He shall record an annual certificate of verification in the service book of the employees as early as possible after the end of every year.

26. Performance Appraisal — The procedure of recording and maintaining APAR (Annual performance appraisal report) for adjudging the efficiency of the members shall be same as is applicable to the employees of the Government of Punjab. The reporting, reviewing and accepting authorities shall be such as the board may specify.

27. Annual Increment: The members shall be entitled to annual increment on the First day of July of every calendar year.

Provided that the member must have been in service for a minimum of 6 complete months and there shall be a gap of at least 6 months between the last and the ensuing increment.

28. Working hours— The working hours of the employees of the Board shall be the same as fixed for the employees of the Government of Punjab, unless opted otherwise by the Board.

29. Reduction of establishment— When a post is abolished, the junior most employee in the grade shall be discharged or reverted to the next post below.

30. Order for abolition of posts— (a) an order for abolition of a post or for reduction of the post of an employee shall not be brought into operation in the case of a permanent employee before the expiry of three months after the notice has been given to the employee affected and in other cases before the expiry of one month after the service of notice;

31. Application of Punjab CSR and Financial Rules: The matters which are not governed under these regulations shall be governed by the corresponding provisions of the Punjab Civil Service rules and the Punjab

Financial rules, as amended from time to time, as the case may be.

32. Power to relax- Where the Board is of the opinion that it is necessary or expedient so to do, it may by an order for reasons, to be recorded in writing, relax any of the provisions of these regulations with respect to any class or category of persons:

Provided that the provisions relating to qualifications and experience shall not be relaxed.

33. Interpretation- If any question arises as to the interpretation of these regulations, the Board shall decide the same.

34. Repeal and saving- The Punjab Waqf Regulations, 1966, framed under the Waqf Act, 1954 (Central Act No. 29 of 1954, which already stands repealed by the Waqf Act, 1995 (Central Act No. 43 of 1995), in so far as they are applicable to the members of the service, are hereby repealed:

Provided that any order issued or any action taken under the regulations so repealed, shall be deemed to have been issued or taken under the corresponding provisions of these regulations.

APPENDIX "A"

(See regulations 1(3) and 3)

S. No.	Designation	Number of posts			Scale of Pay (Rs.)	Remarks
		Permanent	Temporary	Total		
AT HEAD OFFICE						
1	Administrative Officer (AO)	1	0	1	10300-34800 (GP 5400)	Group A
2	Assistant Engineer	1	0	1	10300-34800 (GP 5400)	Group A
3	Accounts Officer	1	0	1	10300-34800 (GP 5400)	Group A
4	Law Officer	1	0	1	10300-34800 (GP 5400)	Group A
5	Education Development Officer	1	0	1	10300-34800 (GP 4800)	Group B
6	Section Officers	14	0	14	10300-34800 (GP 4800)	Group B
7	Junior Engineer	1	0	1	10300-34800 (GP 4800)	Group B
8	Senior scale Stenographer	1	0	1	10300-34800 (GP 4800)	Group B
9	Accountants	1	0	1	10300-34800 (GP 4800)	Group B
10	Additional Law Officer	1	0	1	10300-34800 (GP 4800)	Group B
11	Senior Assistants	17	0	17	10300-34800(GP 4400)	Group B
12	IT Manager	1	0	1	10300-34800 (GP 4400)	Group B
13	Additional Accountants	2	0	2	10300-34800 (GP 4200)	Group B
14	Junior Scale Stenographer	1	0	1	10300-34800 (GP 3600)	Group C
15	System Manager	1	0	1	10300-34800 (GP 3600)	Group C
16	Clerks	20	0	20	10300-34800 (GP 3200)	Group C
17	Accounts Clerk	6	0	6	10300-34800 (GP 3200)	Group C
18	Works Assistant	1	0	1	10300-34800 (GP 3200)	Group C
19	Draftsman	1	0	1	10300-34800 (GP 3200)	Group C
20	Junior Programmer	1	0	1	10300-34800 (GP 3200)	Group C
21	Peon	25	0	25	4900-10680 (GP 1650)	Group D: 13 Posts as per Labour department/DC rates
22	Legal Advisor	0	1	1	Lumpsum 75000/-	-----
23	Additional legal Advisor	0	1	1	Lumpsum 60000/-	-----
24	Drivers	0	3	3	As per DC/Labour department rates	Group D

25	Chowkidar	0	2	2	As per DC/Labour department rates	Group D
26	Gardener	0	2	2	As per DC/Labour department rates	Group D
27	Sweeper	0	3	3	As per DC/Labour department rates	Group D
At Division Level						
28	Section Officers	5	0	5	10300-34800 (GP 4800)	Group B
29	Legal supports assistants (LSA)	10	0	10	10300-34800 (GP 3200)	Group C: A LSA after rendering 3 years service shall be placed in pay scale of Rs. 3600 and be designated as Legal Support Officers
30	Peons	5	0	5	4900-10680 (GP 1650)	Group D : 2 posts as per DC/Labour department rates
At Field/Circle Offices						
31	Estate Officer/ Executive Officers	15	0	15	10300-34800 (GP 4800)	Group B
32	Rent Collectors/ Assistant EOs	98	0	98	10300-34800 (GP 3200)	Group C
33	Legal support assistants/Officers	17	0	17	10300-34800 (GP 3200)	Group C
34	Peons	30	0	30	4900-10680 (GP 1650)	Group D :15 posts as per DC Rates/ Labour department rates
35	Revenue officials (Retired Patwari/ Kanungo/tehsildar)	0	35	35	Lumpsum 15,000 pm to Patwari/Kanungo and 25,000 to Tehsildar.	-----
36	Drivers	0	15	15	As per DC/Labour department rates	Group D

APPENDIX 'B'**(See regulation 6)**

S. No.	Designation	Percentage for appointment by-		Method of appointment, qualifications and experience for appointment by	
		Direct Appointment	Promotion	Direct Appointment	Promotion
1	Chief Executive Officer (CEO)	NA	NA	By Deputation as per Section 23(1) of waqf act	
2	Administrative Officer (AO)	0	100%	NA	From amongst the Section Officers/Estate Officers who have an experience of working as such for a minimum period, period of 5 years.
3	Law Officer	0	100%	NA	From amongst the additional law officer who has an experience of working as such for a period of 5 years. Provided that if no suitable ALO is available, then from amongst the Legal support Officers having experience of working as such for a minimum period of 12 years
4	Additional Law Officer (ALO)	0	100%	NA	From amongst the Legal support Officers who have an experience of working as such for a minimum period of 7 years
5	Accounts Officer	0	100%	NA	From amongst the accountant who has an experience of working at such post for a minimum period of 5 years. Provided that if no suitable accountant is available, then from amongst the additional accountants who have an experience of working as such for a minimum period of 7 years.
6	Education Development Officer	100%	0%	Should possess master's degree in humanities and should have an experience of working on the supervisory post relating to education in any Government department/PSU/ reputed organization for at least 5 years.	NA

7	Junior Scale Stenographer	100%	0%	The qualifications shall be such as have been prescribed for these posts by the General administration Department, Government of Punjab.	NA
8	Senior scale Stenographer	0	100%	NA	From the Junior scale stenographer who has experience of working as such for a minimum period of 5 years.
9	Accountants	0	100%	NA	From amongst the additional accountants who have an experience of working as such for a minimum period of 3 years
10	Additional Accountants	0	100%	NA	From amongst the accounts clerks who have an experience of working as such for a minimum period of 5 years
11	Accounts Clerk	100%	0%	The qualifications shall be such as have been prescribed for these posts to be filled by direct recruitment by the Department of Finance, Government of Punjab.	NA
12	Section Officers/Estate Officer/ Executive Officer	30%	70%	Should be a graduate in any subject. Preference will be given to a person having an experience in supervisory capacity.	From amongst the senior assistants who are graduate and have an experience of working as such for a minimum period of 5 years. Provided that if no suitable senior assistant is available, then from amongst the Junior assistants who are graduate and have an experience of working as such for a minimum period of 10 years.
13	Rent collector/ Assistant Executive Officer/ Clerks	10%	90%	The qualifications for these posts shall be such as have been prescribed for these posts for direct recruitment and promotion by the Department of General administration, Government of Punjab. Junior assistant will be designated as such from amongst the clerks as per Government Instructions.	
14	Legal Support assistants/ Officers	100%	0%	Should be LLB from a recognized University/ Institution.	NA

14	Senior Assistants	0%	100%	NA	From amongst the Junior assistants who are graduates and have an experience of working as such for a minimum period of 5 years
15	Assistant Engineer	0%	100%	NA	From amongst the Junior engineer who has an experience of working as such for a minimum period of 10 years.
16	Junior Engineer	100%	0%	The qualifications for these posts shall be such as have	
17	Works Assistant	100%	0%	been prescribed for these posts by the PWD	
18	Draftsman	100%	0%	department of Government of Punjab.	
19	IT Manager	0%	100%	NA	By promotion from amongst the system manager who has an experience of working as such for a minimum period of 5 years. Provided that if no such person is available, then from amongst the Junior Programmer who has an experience of working as such for a minimum period of 8 years.
20	System Manager	100%	0%	Should be MSC (IT)/ MCA/MSC(Computer science) or its equivalent from a recognized university/Institution.	NA
21	Junior Programmer	100%	0%	Should be BSC (IT)/ BCA/BSc Computer Science or its equivalent from a recognized University/Institution.	NA
22	Peon	100%	0%	The qualifications for these posts shall be such as have been prescribed for direct recruitment by the Department of General administration, Government of Punjab.	NA
23	Legal Advisor				Should be retired District Judge or ADJ or a retired Additional LR or Joint LR or its equivalent from the state Government, Board or Corporation and not be more than 70 years old.
24	Additional legal Advisor	Re-employment			Should be retired ADJ or above or a retired D.L.R or ALR or its equivalent from the state Government, Board or Corporation and Should not be more than 70 years old.

25	Drivers	NA	Shall be deployed on outsourcing or Contract basis. The qualification for these posts shall be same as has been prescribed by the GAD, Government of Punjab.
26	Chowkidar		
27	Gardener		
28	Sweeper		
29	Revenue officials (Retired Patwari/ Kanungo/ tehsildar)	Re-employment	Should be a retired official as of the same designation and should not be more than 65 years of age.

Note: 1. The mandatory condition of passing of typing test shall be applicable to all Group C employees; however the employees who are working in the Board prior to the commencement of these regulations shall have to pass the typing test within a period of one year.

2. In case there is no eligible person for promotion for a particular post and if there is no likelihood of any employees becoming eligible for the same within next 3 years from the date of occurrence of such vacancy, then the board may fill up the post permanently by direct recruitment or temporarily through re-employment by specifying such qualifications as it may deem appropriate.

APPENDIX 'C'

(See regulation 19)

Sr. No.	Designation of the member	Punishing authority	Appellate authority
1	2	3	4
1.	All Group A & B Posts	Chairman PWB	Board
2.	All Group C & D posts	Chief Executive Officer	Chairman PWB

SHOWKAT AHMAD PARRAY, IAS,
EXECUTIVE OFFICER,
PUNJAB WAQF BOARD,
CHANDIGARH.

[48-1]