

**GOVERNMENT OF PUNJAB**  
**DEPARTMENT OF HEALTH AND FAMILY WELFARE**  
**(Health-6 Branch)**

**NOTIFICATION**

No. \_\_\_\_\_ In exercise of the powers conferred by the provision to article 309 of the Constitution of India, and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules, regulating the recruitment and conditions of Service of the persons appointed to the Punjab Health & Family Welfare, Ministerial Staff (Head Office & Sub Office) “Group-A” Service namely:-

**RULES**

**1. Short title, Commencement and Application.-** (1) These rules may be called the Punjab Health and Family Welfare Ministerial Staff (Head Office & Sub Office) “Group-A” Service Rules, 2015.

(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 specified in Appendix ‘A’. in the Punjab.

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

- (a) `Appendix` means an Appendix, appended to these rules ;
- (b) `Government` means the Government of the State of Punjab in the Department of Health and Family Welfare ; and
- (c) `Service` means the Punjab Health and Family Welfare Ministerial Staff (Head Office & Sub Office) Group-A Service;
- (d) `Commission` means Punjab Public Service Commission.

**3. Number and character of posts.-** The Service shall comprise the posts specified in Appendix `A`:

Provided that nothing in these rules shall affect the inherent right of the Government to add or to reduce the number of such posts or to create new posts with difference designations and scale of pay, whether permanently or temporarily.

**4. Appointing Authority. -** Appointment to the service shall be made by the Government.

**5. Pay of members of the Service. -** The members of the Service shall be entitled to such scales of pay, as may be authorized by the Department of Finance from time to time. The scales of pay at present in force are given in Appendix `A`.

**6. Method of appointment, qualifications and experience. -(1)** Appointment to the Service shall be made in the manner as specified in Appendix `B`:

Provided that if no suitable candidate is available for appointment by promotion, then appointment to the service shall be made by transfer of a person holding analogous post under a State Government or Government of India.

(2) No person shall be appointed to any post in the Service unless he possesses the qualifications and experience specified against that post in appendix `B`.

(3) Appointment to the Service by promotion shall be made on the basis of seniority-cum-merit, but no person shall have any right to claim promotion on the basis of seniority alone.

**7. Discipline, Punishment and appeal-** (1) In the matters of discipline, punishment and appeal, the members of Service 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 the rule 5 of the Punjab Civil Services (Punishment and Appeal) Rules, 1970, in respect of the members of the Service, shall be the Director.

(3) The authority competent to hear an appeal against an order specified in rule 5 of Punjab Civil Services(Punishment and Appeal) Rules 1970 other than an order imposing any of the penalties specified in rule 5 of the above said rules shall be the Government.

**8. Application of the Punjab Civil Service (General and Common Conditions of Service) Rules, 1994.** – (1) In respect of the matters, which are not specifically provided in these rules, the members of the Service shall be governed by the Provisions of the Punjab Civil Services (General and Common Conditions of Service) Rules, 1994, as amended from time to time.

(2) The Punjab Civil Services (General and Common Conditions of Service) Rules, 1994, at present in force, are contained in Appendix 'C'.

**9. Interpretation;** - If any, question arises as to the interpretation of these rules, the Government in consultation with the Department of Personnel shall decide the same.

**VINI MAHAJAN**

Principal Secretary to Government of Punjab  
Department of Health and Family Welfare

**"APPENDIX `A`"**

[See Rules 1(3), 3 and 5]

Serial No.	Designation of the Post	Number of Posts			Pay Band (in Rupees)	Grade pay (in Rupees)
		Permanent	Temporary	Total		

**Group –A (Ministerial Wing -Head Office)**

1.	Registrar Budget	1 *	-	1	15600-39100	5400
2.	Administrative Officer (Family Welfare)	1	-	1	15600-39100	5400
3.	Superintendent Grade-1	18 *	-	18	15600-39100	5400

**Note 1:-** \* Out of above sanctioned posts 1 post of Registrar and 1 post of Superintendent Grade-1 are sanctioned under Director Research and Medical Education, Punjab & the case of bifurcation of post mentioned above amongst D.H.S. & D.R.M.E. is under active consideration of Punjab Govt. After that these posts will be transferred to the D.R.M.E.

**Group –A (Ministerial Wing -Sub Office)**

1.	Administrative officer (General)	1 *	-	1	15600-39100	5400
----	-------------------------------------	-----	---	---	-------------	------

**Note:-** \* Post sanctioned under Director Research and Medical Education, Punjab

**"APPENDIX `B`**

[See Rule 6]

Serial No.	Designation of the post	Percentage for Appointment by		Method of Appointment and Experience for Appointment by	
		Direct Appointment	Promotion	Direct Appointment	Promotion
1.	2.	3.	4.	5.	6.

**Group –A (Ministerial Wing-Head Office )**

1	Registrar Budget	-	Hundred percent	-	From amongst the Superintendent Grade-I working in the Head Office under the control of Director who have an experience of working as such for a minimum period of one year.
2	Administrative Officer (Family Welfare)	-	Hundred percent	-	From amongst the Superintendent Grade-I working in the Head Office under the control of Director who have an experience of working as such for a minimum period of one year.
3	Superintendent Grade-I	-	Hundred percent	-	From amongst the Superintendent Grade-2 working in the Head Office under the control of Director who have an experience of working as

					such for a minimum period of two year.
--	--	--	--	--	--

**Group –A (Ministerial Wing -Sub Office)**

1	Administrative officer (General)	-	Hundred percent	-	From amongst Superintendent Grade-2 working in the Sub Offices under the control of Director who have an experience of working as such for a minimum period of one year.
---	----------------------------------	---	-----------------	---	--