

NATIONAL ASSEMBLY SECRETARIAT

No. F. 19(2)/2024-E.I.(652)

Islamabad, the 24th December, 2024

NOTIFICATION

Subject: **Setting-up of Departmental Promotion / Selection Committees**

In terms of section 2 (1)(t) of National Assembly Secretariat Employees Act, 2018 read with rule 4 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the Honourable Speaker has approved the following composition of Departmental Promotion Committees (DPCs)/Departmental Selection Committees (DSCs) for appointments in the Secretariat under section 6 of the Act *ibid*:-

- (A) **DPC / DSC - 1** (FOR POSTS IN BPS 20 & ABOVE)
- | | |
|--|----------|
| (1) Secretary General | Chairman |
| (2) Adviser on Legislation or Additional Secretary (Legislation) | Member |
| (3) Additional Secretary (Admn) | Member |
| (4) Joint Secretary (Establishment) | Member |
| (5) Joint Secretary (Litigation) | Member |
- (B) **DPC / DSC - 2** (FOR POSTS IN BPS 17-19)
- | | |
|--------------------------------------|----------|
| (1) Additional Secretary (Admn) | Chairman |
| (2) Joint Secretary (Establishment) | Member |
| (3) Joint Secretary (Litigation) | Member |
| (4) Deputy Secretary (Establishment) | Member |
| (5) Deputy Secretary (HRD) | Member |
- (C) **DPC / DSC - 3** (FOR POSTS IN BPS 16)
- | | |
|--------------------------------------|----------|
| (1) Joint Secretary (Admn) | Chairman |
| (2) Joint Secretary (Establishment) | Member |
| (3) Joint Secretary (Litigation) | Member |
| (4) Deputy Secretary (Establishment) | Member |
| (5) Deputy Secretary (HRD) | Member |
- (D) **DPC / DSC - 4** (FOR POSTS IN BPS 3-15)
- | | |
|---|----------|
| (1) Deputy Secretary (Establishment) | Chairman |
| (2) Deputy Secretary (HRD) | Member |
| (3) Assistant Secretary or Section Officer (Establishment-I) | Member |
| (4) Assistant Secretary or Section Officer (Establishment-II) | Member |
| (5) Assistant Secretary or Section Officer (HRD) | Member |
- (E) **DPC / DSC - 5** (FOR POSTS IN BPS 1-2)
- | | |
|---|----------|
| (1) Deputy Secretary (HRD) | Chairman |
| (2) Assistant Secretary or Section Officer (Establishment-I) | Member |
| (3) Assistant Secretary or Section Officer (Establishment-II) | Member |
| (4) Assistant Secretary or Section Officer (HRD) | Member |
| (5) Superintendent (Establishment-II) | Member |

2. The quorum of a DPC / DSC shall be considered complete only when at least 75% of members as per proposed composition are in attendance. However, a representative of a member may attend on his behalf after the prior approval of Chairman of the relevant DPC / DSC.


(Saba Ali)
Section Officer (E)

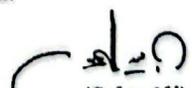
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All Chairmen / Members of the DPCs / DSCs

Copy forwarded for information to:

- (1) The Principal Secretary to Hon'ble Speaker, National Assembly Secretariat, Islamabad.
- (2) The Director to Secretary General, National Assembly Secretariat, Islamabad.
- (3) Establishment-I Branch, National Assembly Secretariat, Islamabad.
- (4) Establishment-II Branch, National Assembly Secretariat, Islamabad.
- (5) HRD Branches, National Assembly Secretariat, Islamabad.
- (6) Confidential Branches, National Assembly Secretariat, Islamabad.
- (7) Branches / officers concerned
- (8) Notification Folder


(Saba Ali)
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