

**THE PIR MEHR ALI SHAH UNIVERSITY OF ARID AGRICULTURE
RAWALPINDI ACT, 1995
(V OF 1995)**

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TEXT

¹THE PIR MEHR ALI SHAH ARID AGRICULTURE UNIVERSITY, RAWALPINDI ACT, 1995 (V OF 1995)

[24th May, 1995]

An Act

to provide for the establishment of a University of Arid Agriculture at Rawalpindi

Preamble.— Whereas Whereas it is necessary to bridge the gap of knowledge and standard of living between arid and irrigated areas and for this purpose to produce high quality agricultural scientists and to form an organised scientific infrastructure for teaching and research for the development of dry land regions of the country;

It is hereby enacted as follows:-

CHAPTER-I PRELIMINARY

1. Short title and commencement.— (1) ²[Pir Mehr Ali Shah Arid Agriculture University Rawalpindi] Act, 1995.

(2) It shall come into force at once and shall be deemed to have taken effect on the day the University of Arid Agriculture, Rawalpindi Ordinance, 1994 (XVI of 1994) stood repealed under Article 128 of the Constitution.

2. Definitions.— In this Act, unless there is anything repugnant in the subject or context—

- (a) "Academic Council" means the Academic Council of the University;
- (b) "Affiliated College" means an educational institution affiliated to the University but not maintained or administered by the University;
- (c) "Authority" means any of the Authorities of the University;
- (d) "Chairman of the Department" means head of a teaching Department;
- (e) "Chancellor" means the Chancellor of the University;
- (f) "College" means an affiliated college;
- (g) "Constituent College" means a college maintained and administered by the University;
- (h) "Dean" means the Chairman of the Board of a Faculty;
- (i) "Director" means the head of a teaching division of the University or Institute;
- (j) "Educational Institution" means an institution imparting instruction in a subject or subjects relating to a Faculty;
- (k) "Faculty" means a Faculty of the University;
- (l) "Government" means the Government of the Punjab;
- (m) "prescribed" means prescribed by Statutes, Rules or Regulations;
- (n) "Principal" means the head of a college;
- (o) "Pro-Chancellor" means the Pro-Chancellor of the University;
- ³[(oa) "Pro-Vice Chancellor" means the Pro-Vice Chancellor of the university;]

¹ This Act was passed by the Punjab Assembly on 30th April, 1995; assented to by the Governor of the Punjab on 15th May, 1995; and, was published in the Punjab Gazette (Extraordinary), dated 24th May, 1995, pages 55 to 75.

² Substituted for the words "the University of Arid Agriculture Rawalpindi" by the University of Arid Agriculture, Rawalpindi (Amendment) Act 2007 (VIII of 2007).

³ Para (oa) inserted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

- (p) "Professional College" means a college providing for instruction in courses of study leading to a degree in Agriculture, Animal Husbandry, Veterinary Science, or such other subjects as may be prescribed by Regulations to be professional subjects;
- (q) "Professor Emeritus" means a retired Professor working in a faculty in honorary capacity;
- (r) "Registered Graduate" means—
 - (i) a graduate of the University who has his name entered in the register of registered graduates; or
 - (ii) a graduate from the former Barani Agricultural College Rawalpindi and has his name entered in the register maintained by the University for this purpose;
- (s) "Research Officer" means a person engaged whole-time by the University for research being equivalent in rank to a University Teacher;
- (t) "Statutes", "Regulations" and "Rules" means respectively, the Statutes, the Regulations and the Rules made or deemed to have been made under this Act;
- (u) "Syndicate" means the Syndicate of the University;
- (v) "Teachers" means Professors, Associate Professors, Assistant Professors, Lecturers and Instructors engaged whole-time by the University or by the college for teaching degree, honours or postgraduate classes, and such other persons as may be declared to be Teachers by Regulations;
- (w) "Teaching Department" means a teaching department maintained and administered by the University or recognised by the University;
- (x) "University" means ⁴[Pir Mehr Ali Shah Arid Agriculture University Rawalpindi] as constituted under this Act;
- (y) "University Teacher" means a whole-time teacher appointed by the University or recognised as such by the University; and
- (z) "Vice-Chancellor" means the Vice Chancellor of the University.

CHAPTER-II THE UNIVERSITY

3. Incorporation.— (1) The University shall be constituted at Rawalpindi in accordance with the provisions of this Act.

(2) The University shall consist of the Chancellor, the Pro-Chancellor, the Vice Chancellor and the members of the Syndicate and the Academic Council.

(3) The University shall be a body corporate by the name of the ⁵[Pir Mehr Ali Shah Arid Agriculture University Rawalpindi] and shall have perpetual succession and a common seal, and may sue and be sued by the said name.

(4) The University shall be competent to acquire and hold property, both movable and immovable and to lease, sell or otherwise transfer any movable and immovable property which vests in or has been acquired by it.

(5) All properties, rights and interests of whatever kind used, enjoyed, possessed, owned or vested in, or held in trust by or for Barani Agricultural College Rawalpindi shall stand transferred to the University.

4. Powers of the University.— The University shall have the powers to—

- (a) provide for instruction in agricultural, social and natural sciences, humanities and such other branches of learning as it may deem fit, and to make provisions for research and for the advancement and dissemination of knowledge in such manner as it may determine;
- (b) prescribe courses of studies to be conducted by it and the colleges;
- (c) hold examinations and award and confer degrees, diplomas, certificates and other academic distinctions to and on persons who have been admitted to and have passed its examinations under the prescribed conditions;

⁴ Substituted for the words "the University of Arid Agriculture Rawalpindi" by the University of Arid Agriculture, Rawalpindi (Amendment) Act 2007 (VIII of 2007).

⁵ *Ibid.*, for the words "University of Arid Agriculture Rawalpindi".

- (d) confer honorary degrees or other distinctions on approved persons in the manner prescribed;
- (e) provide for such instruction for persons not being students of the University as it may determine, and to grant certificates and diplomas to such persons;
- (f) confer degrees on persons who have carried on independent research under the prescribed conditions;
- (g) grant affiliation to an educational institution and to withdraw such affiliation;
- (h) admit educational institutions to its privileges and to withdraw such privileges under the prescribed conditions;
- (i) inspect colleges and other educational institutions associated or seeking association with it;
- (j) accept the examinations passed and the periods of study spent by students of the University at other Universities and places of learning as equivalent to such examinations and periods of study in the University, as it may determine, and to withdraw such acceptance;
- (k) cooperate with other Universities and public authorities in such manner and for such purposes as it may determine;
- (l) institute Professorships, Associate Professorships, Assistant Professorships and Lectureships and any other posts and to appoint persons thereto;
- (m) create posts for research, extension, administration and other related purposes and appoint persons thereto;
- (n) recognise selected members of the teaching staff of affiliated colleges and colleges or educational institutions admitted to the privileges of the University or such other persons as it may deem fit as University Teachers;
- (o) institute and award fellowships, scholarships, exhibitions, bursaries, medals and prizes under prescribed conditions;
- (p) establish Teaching Departments, Schools, Colleges, Faculties, Institutes, Centres of Excellence, Museums and other centres of learning for the development of teaching and research and to make such arrangements for their maintenance, management and administration as it may determine,
- (q) control the residence of the students of the University and the colleges, institute and maintain halls of residence and approve or license hostels and lodgings;
- (r) supervise and control the discipline of the students of the University and the Colleges, promote the extra-curricular and recreational activities of such students and make arrangements for promoting their health and general welfare;
- (s) demand and receive payment of such fees and other charges as it may determine;
- (t) make provision for research and advisory services and with these objects to enter into arrangements with other institutions or with public bodies under the prescribed conditions;
- (u) enter into, carry out, vary or cancel contracts;
- (v) receive and manage property transferred and grants, bequests, trusts, gifts, donations, endowments and other contributions made to the University and to invest any fund representing such property, in such manner as it may deem fit;
- (w) provide for the printing and publication of research and other works; and
- (x) do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University as a place of education, learning and research.

5. Jurisdiction of the University.— The University shall have jurisdiction within the limits of its campus and sub-campuses.

6. Integration of research Institute with the University.— (1) Notwithstanding anything to the contrary contained in any other law, notification, contract, agreement or instrument, Government may, by notification in the official Gazette, integrate with the University any educational or research institution situated anywhere in the Punjab.

- (2) On the publication of a notification under sub-section (1)–
 - (a) all rights, properties, assets and liabilities vested in or undertaken by such educational institution shall retrospectively become the rights, properties, assets and liabilities of the University; and
 - (b) all persons serving in connection with the affairs of such educational institution in any capacity shall stand transferred for service under the University on such terms and conditions as the Government, in consultation with the University, may determine:

Provided that such terms and conditions shall not be less favourable than those admissible to them immediately before their transfer to the University:

Provided further that if any such person is a Government servant on deputation to the institution, he shall not be transferred for service to the University without his consent in writing.

(3) Any question arising under the first proviso to sub-section (2) shall be referred to the Government and the decision of the Government on such question shall be final.

7. The University to be open to all classes, creeds, etc.– The University shall be open to all persons of either sex and of whatever religion, race, creed, class or colour and no person shall be denied the privileges of the University on the grounds merely of religion, race, caste, creed, class or colour:

Provided that nothing contained in this section shall be deemed to prevent religious instructions being given to the students in their own religious faiths in such manner as may be prescribed.

8. Teaching in the University.— (1) All recognized teaching in various courses shall be conducted by the University or the colleges in the prescribed manner and may include lectures, tutorials, discussions, seminars, demonstrations as well as practical work in the laboratories, workshops and farms and other methods of instruction.

(2) The Authority responsible for organizing recognized teaching shall be such as may be prescribed.

(3) The courses and the curricula shall be such as may be prescribed.

(4) A subject to be called "Islamic and Pakistan Studies" shall be taught as a compulsory subject at the Bachelor's Degree level in all Faculties.

Provided that non-Muslim students may opt for "Ethics and Pakistan Studies" in place of "Islamic and Pakistan Studies".

(5) A degree shall not be awarded to a student unless he has passed the examination in the subject mentioned in sub-section (4).

(6) The provision of sub-sections (4) and (5) shall take effect from such date as may be fixed by the Vice Chancellor.

CHAPTER-III OFFICERS OF THE UNIVERSITY

9. Officers of the University.— The following shall be Officers of the University:-

- (a) the Chancellor;
- (b) the Pro-Chancellor;
- (c) the Vice Chancellor;
- ⁶[(ca) Pro-Vice Chancellor;]
- (d) the Deans;
- (e) the Directors;
- (f) Principals of the Constituent Colleges;
- (g) the Chairman of the Teaching Departments;
- (h) the Registrar;
- (i) the Treasurer;

⁶ Clause (ca) inserted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

- (j) the Controller of Examinations;
- (k) the Librarian; and
- (l) such other persons as may be prescribed.

10. Chancellor.— (1) The Governor of the Punjab shall be the Chancellor of the University.

(2) The Chancellor or his nominee shall preside at the Convocation of the University.

(3) If the Chancellor is satisfied that the proceedings of any authority are not in accordance with the provisions of this Act, the Statutes, the Regulations, or the Rules, he may, after calling such Authority to show cause why such proceedings should not be annulled, by order in writing, annul the proceedings.

(4) Every proposal to confer an honorary degree shall be subject to confirmation by the Chancellor.

(5) The Chancellor shall have the power to assent to such Statutes as are required to be submitted to him by the Syndicate or withhold assent or refer them back to the Syndicate for reconsideration.

(6) The Chancellor may remove any person from the membership of any Authority if such person has –

- (a) become of unsound mind; or
- (b) been incapacitated to function as member of such Authority; or
- (c) been convicted by a court of law of an offence involving moral turpitude; or
- (d) failed to attend three consecutive meetings of the Authority; or
- (e) accepted any assignment which involves his absence from the University for a continuous period of six months or more,

(7) In the performance of his functions under this Act, the Chancellor shall act and be bound in the same manner as the Governor of the Punjab acts and is bound under Article 105 of the Constitution of the Islamic Republic of Pakistan.

11. Revisional powers of the Chancellor.— The Chancellor may, of his own motion or otherwise, call for and examine the record of any proceedings in which an order has been passed by any Authority for the purpose of satisfying himself as to the correctness, legality or propriety of any finding or order and may pass such orders and may pass such orders as he may deem fit:

Provided that no order under this section shall be passed unless the person to be affected thereby is afforded an opportunity of being heard.

12. Visitation.— (1) The Chancellor may cause an inspection or inquiry to be made in respect of any matter connected with the University and shall, from time to time, appoint such person or persons as he may deem fit for purposes of carrying out the inspection of –

- (a) the University, its buildings, laboratories, libraries, museums, workshops and equipment;
- (b) any institution, college or hostel maintained or recognized by or affiliated to the University;
- (c) the teaching and other work conducted by the University; and
- (d) the conduct of examinations held by the University.

(2) The Chancellor shall, in every such case as aforesaid, give notice to the Syndicate of his intention to cause an inspection or inquiry to be made, and the Syndicate shall be entitled to be represented thereat.

(3) The Chancellor shall communicate to the Syndicate his views with regard to the result of such inspection or inquiry and shall, after ascertaining the views thereon of the Syndicate, advise the Syndicate on the action to be taken.

(4) The Syndicate shall communicate to the Chancellor such action, as has been taken or may be proposed to be taken upon the results, of the inspection or inquiry and such communication shall be submitted to the Chancellor within such time as may be specified by the Chancellor.

(5) Where the Syndicate does not, within a reasonable time, take action to the satisfaction of the Chancellor, the Chancellor may, after considering any explanation furnished or representation made by the Syndicate, issue such directions as he thinks fit, and the Vice Chancellor shall comply with such directions.

⁷[**13. Pro-Chancellor.**— (1) Minister for Agriculture, Government of the Punjab shall be the Pro-Chancellor of the University.

(2) The Pro-Chancellor shall perform such duties and functions and exercise such powers as are vested in him under this Act or as may be assigned or delegated to him by the Chancellor.]

⁸[**14. Vice Chancellor.**— (1) A person who is eligible and who is not more than sixty-five years of age on the last date fixed for submission of applications for the post of the Vice Chancellor may apply for the post.

(2) The Government shall determine, by notification in the official Gazette, the qualifications, experience and other relevant requirements for the post of the Vice Chancellor.

(3) The Government shall constitute, for a term of two years, a Search Committee consisting of not less than three and not more than five members for making recommendations for appointment of the Vice Chancellor.

(4) The Search Committee shall follow such procedure and criteria for selection of the panel for the post of the Vice Chancellor as the Government may, by notification, determine.

(5) The Search Committee shall recommend to the Government a panel of three persons who, in its opinion, are suitable for appointment as the Vice Chancellor.

(6) The Chancellor shall appoint the Vice Chancellor for each term of four years but he shall serve during the pleasure of the Chancellor.

(7) The Government shall determine the terms and conditions of service of the Vice Chancellor.

(8) The incumbent Vice Chancellor shall not be allowed any extension in his tenure but subject to eligibility he may again compete for the post of the Vice Chancellor in accordance with the procedure prescribed by or under this section.

(9) If the office of the Vice Chancellor is vacant or the Vice Chancellor is absent or is unable to perform the functions of the Vice Chancellor owing to any cause, the Pro-Vice Chancellor shall perform the functions of the Vice Chancellor but, if at any time, the office of Pro-Vice Chancellor is also vacant or the Pro-Vice Chancellor is absent or is unable to perform the functions of the Vice Chancellor owing to any cause, the Chancellor shall make such temporary arrangements for the performance of the duties of the Vice Chancellor as he may deem fit.]

15. Powers and duties of the Vice Chancellor.— (1) The Vice Chancellor shall be the principal executive and academic officer of the University and shall ensure that the provisions of this Act, the Statutes, the Regulations and the Rules are faithfully observed in order to promote teaching, research, administration and the general efficiency and good order of the University and shall have all powers necessary for this purpose including administrative control over all officers, teachers and other employees of the University.

(2) The Vice Chancellor shall preside at the meetings of the Authorities of which he is the Chairman and be entitled to attend and preside at any meeting of any other Authority or body of the University.

⁹[(3) Subject to such conditions as may be prescribed, the Vice Chancellor may, in an emergency, take an action which is not otherwise in the competence of the Vice Chancellor but is in the competence of any other Authority.

(3a) The Vice Chancellor shall, within seven days of taking an action under sub-section (3), submit a report of the action taken to the Pro-Chancellor and to the members of the Syndicate; and, the Syndicate shall, within forty-five days of such an action of the Vice-Chancellor, pass such orders as the Syndicate deems appropriate.]

(4) The Vice Chancellor shall also have the power to –

(a) create and fill temporary posts for a period not exceeding six months;

⁷ Section 13 substituted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

⁸ Section 14 substituted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

⁹ Section (3) substituted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

- (b) sanction all expenditure provided for in the approved budget and to re-appropriate funds within the same major head of expenditure;
- (c) sanction by re-appropriation an amount not exceeding Rs. 15,000 for an unforeseen item not provided for in the budget, and report it to the Syndicate at the next meeting;
- (d) appoint paper-setters and examiners for all examinations of the University after receiving panels of names from the relevant Authorities;
- (e) make such arrangements for the scrutiny of papers, marks and results as he may consider necessary;
- (f) direct teacher, officers and other employees of the University to take up such assignments in connection with teaching, research, examinations, administration and such other activities in the University as he may consider necessary for the purpose of the University;
- (g) delegate, subject to such conditions, if any, as may be prescribed, any of his powers under this Act to an officer or officers of the University;
- (h) appoint employees in Basic Scales 1 to 16.

¹⁰[****]

¹¹[15-A. **Pro-Vice Chancellor.**- (1) The Chancellor shall nominate the Pro-Vice Chancellor of the University, from amongst three senior most Professors of the University, for a term of three years.

(2) The Pro-Vice Chancellor shall perform such functions as may be assigned to him under this Act, statutes or regulations.

(3) The Syndicate or the Vice Chancellor may assign any other functions to the Pro-Vice Chancellor in addition to his duties as Professor.]

16. Registrar.— (1) The Registrar shall be a whole time officer of the University and shall be appointed by the Syndicate on such terms and conditions as may be determined by it.

(2) The Registrar shall –

- (a) be the custodian of the Common Seal and the academic records of the University;
- (b) maintain a Register of Registered Graduates in the prescribed manner
- (c) conduct elections of members to the various Authorities in the prescribed manner;
- (d) be responsible for all matters connected with the conduct of examinations; and
- (e) perform such other duties as may be prescribed.

17. Treasurer.— (1) The Treasurer shall be a whole time officer of the University and shall be appointed by the Chancellor on such terms and conditions as the Chancellor may determine.

(2) The Treasurer shall –

- (a) manage the property, the finances and the investments of the University;
- (b) prepare the annual and revised budget estimates of the University and present them to the Finance and Planning Committee and the Syndicate;
- (c) ensure that the funds of the University are expended on the purposes for which they are provided; and
- (d) perform such other duties as may be prescribed.

18. Controller of Examinations.— (1) The Controller of Examinations shall be a whole time officer of the University and shall be appointed by the Syndicate on such terms and conditions as may be determined by it.

(2) The Controller of Examinations shall be responsible for all matters connected with the conduct of examinations and perform such other duties as may be prescribed.

19. Auditor.— The Resident Auditor shall be taken from Government on deputation.

¹⁰ Clause (i) omitted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

¹¹ Section 15A inserted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

20. Other Officers.— Subject to the provisions of this Act, the terms and conditions of service and powers and duties of other Officers shall be such as may be prescribed.

CHAPTER-IV AUTHORITIES OF THE UNIVERSITY

21. The Syndicate.— (1) The Syndicate shall consist of –

- (a) the Vice Chancellor, who shall be its Chairman;
- (b) one member of the Provincial Assembly of the Punjab to be nominated by the Speaker of the Assembly;
- (c) the Chief Justice of the Lahore High Court, Lahore or his nominee from amongst the Judges of that Court;
- (d) Secretary to Government of the Punjab, Agriculture Department or his representative not below the rank of Additional Secretary;
- (e) Secretary to Government of the Punjab, Livestock & Dairy Development Department or his representative not below the rank of Additional Secretary;
- (f) Secretary to Government of the Punjab, Finance Department or his representative not below the rank of Additional Secretary;
- (g) one nominee of the Higher Education Commission*;
- (h) one Dean to be nominated by the Chancellor on the recommendation of the Vice Chancellor;
- (i) one Professor, one Associate Professor, one Assistant Professor and one such Lecturer as has completed a minimum of two years' service in the University to be elected respectively by and from amongst themselves;
- (j) three persons of eminence including one scholar of Islamic jurisprudence and one woman not serving any educational institution to be nominated by the Chancellor; and
- (k) one Principal of the affiliated colleges to be nominated by the Chancellor;

(2) Members of the Syndicate, other than ex-officio members, shall hold office for three years.

(3) The quorum for a meeting of the Syndicate shall be one third of the total number of members, a fraction being counted as one.

22. Powers and duties of the Syndicate.— (1) The Syndicate shall be the executive body of the University and shall, subject to the provisions of this Act and the Statutes, take effective measures to raise the standard of teaching, research and publication and other academic pursuits and exercise general supervision over the affairs and management of the property of the University.

(2) Without prejudice to the generality of the foregoing powers, and subject to the provisions of this Act and the Statutes, the Syndicate shall have the powers to –

- (a) take effective measures to raise the standard of teaching, research and publications in the light of national needs;
- (b) hold, control and administer the property and funds of the University;
- (c) govern and regulate, with due regard to the advice of the Finance and Planning Committee in this behalf, the finances, accounts and investments of the University and for that purpose to appoint such agents as it may think fit;
- (d) consider the annual report, the annual and revised budget estimates and to reappropriate funds from one major head of expenditure to another;
- (e) transfer and accept transfer of movable or immovable property on behalf of the University;
- (f) enter into, vary, carry out and cancel contracts on behalf of the University;

* Amended by the Syndicate of the University at its 26th meeting held on 29.3.2003.

- (g) cause proper books of accounts to be kept for all sums of money received and expended by the University and for the assets and liabilities of the University;
- (h) invest any money belonging to the University including any unapplied income in any of the securities described in section 20 of the Trust Act, 1882, or in the purchase of immovable property or in such other manner, as it may determine, with the like power of varying such investments;
- (i) receive and manage any property transferred and grants, bequests, trusts, gifts, donations, endowments and other contributions made to the University;
- (j) administer any funds placed at the disposal of the University for specified purposes;
- (k) determine the form, provide for the custody and regulate the use of the Common Seal of the University;
- (l) provide the buildings, libraries, premises, furniture, apparatus, equipment and other means required for carrying out the work of the University;
- (m) establish and maintain halls of residence and hostels or approve or license hostels or lodgings for the residence of students;
- (n) affiliate and disaffiliate colleges;
- (o) admit educational institutions to the privileges of the University and withdraw such privileges;
- (p) arrange for the inspection of colleges and the Teaching Departments;
- (q) institute Professorship, Associate Professorship, Assistant Professorship, Lectureship and other teaching posts or to suspend or to abolish such posts;
- (r) create, suspend or abolish such administrative, research, extension or other post, as may be necessary;
- (s) appoint University Teachers and other officers in Basic Scale 17 and above on the recommendations of the Selection Board constituted under the First Statutes;
- (t) appoint Professors Emeritus on such terms and conditions as may be prescribed;
- (u) confer Honorary Degree in accordance with the conditions prescribed;
- (v) prescribe the duties of officers, teachers and other employees of the University;
- (w) suspend, punish and remove from service in the prescribed manner such officers, teachers and other employees as are appointed by the Syndicate;
- (x) appoint members to the various Authorities in accordance with the provisions of this Act;
- (y) frame and approve statutes;
- (z) consider and deal in the manner prescribed in sub-section (2) of section 28, the Regulations made by the Academic Council:

Provided that the Syndicate may frame a regulation at its own initiative and approve it after calling for the advice of the Academic Council;

- (aa) regulate, determine and administer all other matters concerning the University and exercise all other powers in this behalf;
- (bb) delegate any of its power to any Authority or officer or a committee or a sub-committee; and
- (cc) perform such other functions as have been assigned to it by the other provisions of this Act or the Statutes.

23. Academic Council.— (1) The Academic Council shall consist of –

- (a) the Vice Chancellor (Chairman);
- (b) the Deans;
- (c) the Directors;
- (d) the University Professors including Professors Emeritus;
- (e) the Chairman of the Teaching Departments;

- (f) all Associate Professors, other than Chairmen of the Teaching Departments;
- (g) two Assistant Professors, two Lecturers and two Instructors to be elected by and from amongst themselves;
- (h) Principals of affiliated Colleges;
- (j) the Registrar;
- (k) the Librarian;
- (l) the Controller of Examinations; and
- (m) two Agricultural Scientists to be nominated by the Chancellor;
- (2) Members appointed by nomination or election shall hold office for three years.
- (3) The quorum for a meeting of the Academic Council shall be one third of the total number of members, the fraction being counted as one.

24. Power and duties of the Academic Council.— (1) The Academic Council shall be the academic body of the University and shall, subject to the provisions of this Act and the Statutes, have the power to lay down proper standards of instruction, research, publications and examinations and to regulate and promote the academic life of the University and the colleges.

(2) Without prejudice to the generality of the foregoing powers and subject to the provisions of this Act and the Statutes, the Academic Council shall have the powers to-

- (a) advise the Syndicate on academic matters;
- (b) regulate the conduct of teaching, research, publication and examinations;
- (c) regulate the admission of students to the courses of studies and examinations in the University;
- (d) regulate the conduct and discipline of the students of the University;
- (e) propose to the Syndicate schemes for the constitution and organization of Faculties, Teaching Departments and Boards of Studies;
- (f) consider or formulate proposals for planning and development of teaching and research in the University;
- (g) make regulations, on the recommendations of the Boards of Faculties and the Boards of Studies, prescribing the courses of studies, the syllabi and the outlines of test for all University examinations:

Provided that if the recommendations of the Board of a Faculty or a Board of Studies are not received by the prescribed date, the Academic Council may, subject to the approval of the Syndicate, continue for the next year the courses of studies already prescribed for an examination;

- (h) recognize the examinations of other Universities or examining bodies as equivalent to the corresponding examination of the University;
- (i) regulate the award of studentships, scholarships, exhibitions, medals and prizes;
- (j) frame Regulations for submission to the Syndicate;
- (k) appoint members to the various Authorities in accordance with the provisions of this Act; and
- (l) perform such other functions as may be prescribed by the Statutes.

25. Constitution, Functions and Powers of other Authorities.— The constitution, function and powers of the Authorities for which no specific provision has been made in this Act shall be such as may be prescribed by the Statutes.

26. Appointment of committees by certain Authorities.— The Syndicate, the Academic Council and other Authorities may, from time to time, appoint such standing, special or advisory committees, as they may deem fit, and may nominate such persons on these committees as are not members of the Authorities appointing the committees.

CHAPTER-V STATUTES, REGULATIONS AND RULES

27. Statutes.— (1) Subject to the provisions of this Act, Statutes may be made to regulate or prescribe all or any of the following matters –

- (a) the constitution of pension, insurance, gratuity, provident fund and benevolent fund for the University employees;
- (b) the scales of pay and other terms and conditions of service of officers, teachers and other employees of the University;
- (c) the maintenance of the Register of Registered Graduates;
- (d) affiliation and disaffiliation of educational institutions and related matters;
- (e) admission of educational institutions to the privileges of the University and the withdrawal of such privileges;
- (f) the conduct of elections for membership of the Authorities of the University and related matters;
- (g) the establishment of Faculties, Institutes, Colleges and other Academic Divisions;
- (h) the powers and duties of Officers and Teachers;
- (i) conditions under which the University may enter into arrangements with other institutions or with public bodies for purposes of research and advisory services;
- (j) conditions for appointment of Professors Emeritus and award of honorary degrees;
- (k) efficiency and discipline of the University employees;
- (l) the general scheme of studies including the duration of courses and the number of subjects and papers for an examination; and
- (m) all other matters which by this Act are to be, or may be, prescribed or regulated by Statutes;

(2) The Syndicate shall frame and approve the Statutes:

Provided that –

- (a) the Syndicate shall not propose draft of Statutes affecting the constitution or powers of any Authority of the University until such Authority has been given an opportunity of expressing an opinion in writing upon the proposal;
- (b) the draft of the Statutes concerning any of the matters mentioned in clauses (a) and (b) of sub-section (1) of this section, shall be forwarded to the Chancellor and shall not be effective until it has been approved by the Chancellor; and
- (c) the Syndicate shall not have the power to make any Statutes concerning efficiency and discipline of officers, teachers and other employees of the University and such Statutes may be made by the Chancellor.

28. Regulations.— (1) Subject to the provisions of this Act and the Statutes, Regulation may be made for all or any of the following matters –

- (a) courses of study for degrees, diplomas and certificates of the University;
- (b) manner in which the recognized teaching referred to in sub-section (1) of section 8 shall be organized and conducted;
- (c) admission of students to the University;
- (d) conditions under which students shall be admitted to the courses and the examinations of the University and shall become eligible for the award of degrees, diplomas and certificates.
- (e) conduct of examinations;
- (f) fees and other charges to be paid by students for admission to the courses for study and the examinations of the University;
- (g) conduct and discipline of students of the University;
- (h) conditions of residence of the students of the University or the colleges, including the levying of fees for residence in halls of residence and hostels;
- (i) approval and licensing of hostels and lodgings;

- (j) conditions under which a person should carry on independent research to entitle him to a degree;
- (k) institution of fellowships, scholarships, exhibitions, medals and prizes;
- (l) institution of stipends and free and half free studentship;
- (m) academic costume;
- (n) use of the Library;
- (o) formation of Teaching Departments and Boards of Studies; and
- (p) all other matters which by this Act and the Statutes are to be, or may be, prescribed by Regulations.

(2) The Regulations shall be prepared by the Academic Council and shall be submitted to the Syndicate which may approve them or withhold approval or refer them back to the Academic Council for reconsideration and a Regulation Prepared by the Academic Council shall not be valid, unless it receives the approval of the Syndicate.

29. Amendment and repeal of Statutes and Regulations.— The procedure for adding to amending or repeating the Statutes and the Regulations shall be the same as that prescribed respectively for framing or making Statutes and Regulations.

30. Rules.— (1) The Authorities and the other bodies of the University may make rules consistent with this Act, the Statutes and the Regulations, to regulate the conduct of their business and the time and place of meetings and related matters.

Provided that the Syndicate may direct the amendment or the annulment of any rules made under this section by another Authority or body.

Provided further that if such other Authority or body is dissatisfied with such direction, it may represent to the Syndicate whose decision in the matter shall be final.

(2) The Syndicate may make rules to regulate any matter relating to the affairs of the University which by this Act has not to be specifically provided for in the Statutes or the Regulations.

CHAPTER-VI

AFFILIATION OF EDUCATIONAL INSTITUTIONS TO THE UNIVERSITY

31. Affiliation.— (1) An educational institution applying for affiliation to the University shall make an application to the University and shall satisfy it that –

- (a) the educational institution is under the management of the Government or of a regularly constituted governing body;
- (b) the financial resources of the educational institution are sufficient to enable it to make due provision for its continued maintenance and efficient working;
- (c) the strength and qualifications of the teaching and other staff, and the terms and conditions of their services, are adequate to make due provision for the courses of instruction, teaching or training to be undertaken by the educational institution;
- (d) the educational institution has framed proper rules regarding the efficiency and discipline of its staff and other employees;
- (e) the building in which the educational institution is to be located is suitable, and that provision will be made in conformity with the Statutes and the Regulations for –
 - (i) the residence of students, not residing with their parents or guardians, in the hostel established and maintained by the educational institution, or in hostels or lodgings approved by it; and
 - (ii) the supervision and physical and general welfare of students;
- (f) provision has been made for a library and adequate library services;
- (g) where affiliation is sought in any branch of experimental sciences, due arrangements have been made for imparting instruction in that branch of science in a properly equipped laboratory, museum and other places of practical work;
- (h) due provision will, so far as circumstances may permit, be made for the residence of the Principal and the members of the teaching staff in or near the educational institution or the place provided for the residence of students; and

- (i) the affiliation of the educational institution having regard to the provision which may have been made for students by another educational institution in its neighbourhood, will not be injurious to the interest of education or discipline.
- (2) The application shall further contain an undertaking that after the educational institution is affiliated, any transference of and changes in the management and in the teaching staff, save in the case of Government Colleges, shall be forthwith reported to the University, and that the teaching staff shall possess such qualifications as are or may be prescribed.
- (3) The procedure to be followed in disposing of an application for the affiliation of an educational institution shall be such as may be prescribed.
- (4) The Syndicate may, on the recommendation of the Affiliation Committee, grant or refuse affiliation to an educational institution:

Provided that affiliation shall not be refused, unless the educational institution has been given an opportunity of making a representation against the proposed decision.

32. Addition of Courses by affiliated educational institutions.— Where an educational institution desires to add to the course of instruction in respect of which it is affiliated, the procedure prescribed under sub-section (3) of section 31, so far as may be, shall be followed.

33. Reports from affiliated educational institutions.— (1) Every educational institution affiliated to the University shall furnish such reports, returns and other information as the University may require to enable it to judge the efficiency of the educational institution.

(2) The University may call upon any educational institution affiliated to it to take, within a specified period, such action as may appear to the University to be necessary in respect of any of the matters referred to in sub-section (1) of section 31.

34. Withdrawal of affiliation.— (1) If an educational institution affiliated to the University fails at any time to fulfill any of the requirements mentioned in this Act, or if any institution has failed to observe any of the conditions of its affiliation, or its affairs are conducted in a manner which is prejudicial to the interests of education, the Syndicate may, on the recommendation of the Affiliation Committee, and after considering such representation as the educational institution may wish to make, withdraw, either in whole or in part, the rights conferred on the educational institution by affiliation or modify such rights.

(2) The procedure to be followed for the withdrawal of affiliation shall be such as may be prescribed.

35. Appeal against refusal or withdrawal of affiliation.— An appeal shall lie to the Chancellor against the decision of the Syndicate refusing to affiliate an institution, or withdrawing in whole or in part the rights conferred on an institution by affiliation, or modifying such rights:

Provided that no order under this section shall be passed without affording an opportunity of being heard to the institution to be affected thereby.

CHAPTER-VII UNIVERSITY FUND

36. University fund.— The University shall have a fund to which shall be credited its income from fees, donations, trusts, bequests, endowments, contributions, grants and all other sources.

37. Recovery of university dues.— The University or any person generally or specially authorized by it may apply to the Collector for recovery of any sum due to the University under any bond and the Collector shall thereupon proceed to recover the sum due, as if it were an arrears of land revenue:

Provided that the University shall not take action unless the person concerned is given an opportunity of being heard.

38. Audit and Accounts.— (1) The accounts of the University shall be maintained in such form and in such manner as may be prescribed.

- (2) No expenditure shall be made from the funds of the University unless –
 - (a) the expenditure is included in the approved budget of the University; and
 - (b) a Bill for its payment has been audited in conformity with the Statutes, the Regulations and the Rules by the Auditor appointed by the Government.

(3) The annual statement of the accounts of the University signed by the Treasurer and the Auditor, shall be submitted to the Government within six months of the closing of the financial year.

(4) The accounts of the University shall be audited once a year in conformity with the Statutes, the Regulations and the Rules by the Auditor appointed by the Government for this purpose.

(5) The observations of Government Auditor, together with such annotations as the Treasurer may make, shall be presented to the Syndicate.

CHAPTER-VIII GENERAL PROVISIONS

39. Opportunity to show cause.— Except as otherwise provided, no officer, teacher or other employee of the University holding a permanent post shall be reduced in rank, or removed or compulsorily retired from service, unless he has been given a reasonable opportunity of showing cause against the action proposed to be taken.

40. Appeal to and review by the Syndicate.— (1) Where an order is passed punishing any officer (other than the Vice Chancellor), teacher or other employee of the University or altering or interpreting to his disadvantage the prescribed terms or conditions of his service, he shall, where the order is passed by the Vice Chancellor or any other officer or teacher of the University, have the right to appeal to the Syndicate, against the order, and, where the order is made by the Syndicate, have the right to apply to that Authority for review of that order.

(2) The appeal or application for review shall be submitted to the Vice Chancellor who shall lay it before the Syndicate with his views.

(3) No order on an appeal or application for review shall be passed without affording to the appellant or applicant, as the case may be, an opportunity of being heard.

41. Retirement from service.— (1) An officer, ¹²[other than the Chancellor, Pro-Chancellor and Vice Chancellor] teacher or other employee of the University shall retire from service –

(a) on such date, after he has completed twenty five years of service qualifying for pension or other retirement benefits, as the competent authority may, in the public interest, direct; and

(b) where no direction is given under clause (a), on the completion of the sixtieth year of his age.

Explanation.— In this sections “competent authority” means the appointing authority or a person duly authorized by the appointing authority in that behalf, not being a person lower in rank to the officer, teacher or other employee concerned.

42. Pension, Insurance, Gratuity, Provident fund and Benevolent fund.— (1) The University shall constitute for the benefit of its officers, teachers and other employees in such manner and subject to such conditions as may be prescribed, such pension, insurance, gratuity, provident fund and benevolent fund schemes as it may deem fit.

(2) Where any provident fund has been constituted under this Act, the Provident Fund Act, 1925 (XIX of 1925) shall apply to such fund as if it were the Government Provident Fund.

43. Transfer and posting.— (1) Notwithstanding anything to the contrary contained in any agreement or contract or in any other law for the time being in force, but subject to the provisions of the Act, an officer, teacher or other employee, shall, if the Chancellor so directs in the public interest, serve for such period as may be fixed or extended from time to time by the Chancellor, in any post in a Government Department or an educational or research institution set up or established by Government or any other University in the Province of the Punjab and on terms and conditions not less favourable than those admissible to him in the University and with full benefits of his previous service:

Provided that in the case of a teacher, such a direction shall not be made without consulting the Syndicate.

(2) The Chancellor may fill any post in the University by appointing a person in the service of Government, or an officer, teacher or other employee of such other University or

¹² Words inserted by the Punjab Agricultural Universities (Amendment) Act, 2012 (LI of 2012)

educational or research institution set up or established by Government or any other University in the Province of the Punjab:

Provided that in the case of a teaching post in the University, the appointment shall not be made without consulting the Selection Board of the University.

44. Commencement of term of office of members of Authorities.— (1) When a member of a newly constituted Authority is elected, appointed or nominated, his terms of office, as fixed under this Act, shall commence on such date as may be prescribed.

(2) Nothing in subsection (1) shall affect the provisions of section 46.

45. Filling of casual vacancies in Authorities.— (1) Any casual vacancy among the elected, appointed or nominated members of any Authority shall be filled, as soon as may be, by the person or persons or the body who elected, appointed or nominated the member whose place has become vacant and the person elected, appointed or nominated to the vacancy shall be a member of such Authority for the residue of the term for which the person whose place he fills would have been a member.

(2) Whenever there occurs a vacancy in the constitution of an Authority as constituted by this Act, because of the abolition of a specified office under the government or because an organization, institution or other body outside the University has been dissolved or has ceased to function or because of some other similar reason, it shall be filled in such manner as the Chancellor may direct.

46. Disputes about membership of Authorities.— If a question arises whether any person is entitled to be a member of any Authority, the matter shall be referred to a committee consisting of the Vice Chancellor, Secretary to Government of the Punjab, Agriculture Department and the Dean who is member of the Syndicate and the decision of this committee shall be final.

47. Proceeding of Authorities not invalidated by vacancies.— No act, proceeding, resolution or decision of any Authority shall be invalid by reason only of any vacancy in, or any defect in the constitution of, or in the election, appointment or nomination of any member of the Authority.

48. First Statutes.— Notwithstanding anything to the contrary contained in this Act, the Statutes set out in the Schedule appended to this Act shall be deemed to be the Statutes framed under section 27 of this Act and shall continue to remain in force until amended or repealed.

49. Appointment of first Vice Chancellor.— Notwithstanding anything contained in section 14, the Chancellor may appoint such person as he deems fit to be the first Vice Chancellor for a period not exceeding four years on such terms and conditions as he may determine.

50. Appointment of first Registrar, first Treasurer, first Controller of Examinations.— Notwithstanding anything contained in this Act and the Statutes, the Vice Chancellor may appoint the first Registrar, the first Treasurer, the first Resident Auditor, the first Controller of Examinations or any other officers prescribed as such by this Act or by the Statutes for a period not exceeding one year on such terms and conditions as the Vice Chancellor may determine and report such action to the Chancellor.

THE FIRST STATUTES

1. **The Faculties.**— (1) The University shall include the following Faculties, Divisions and Directors as well as such other Faculties, Divisions and Directors as may be prescribed –

- (a) Faculty of Crop and Food Sciences*;
- (b) Faculty of Sciences;
- (c) Faculty of Forestry, Range Management & Wildlife**;
- (d) Division of Continuing Education, Home Economics and Women Development; and
- (e) Directorate of Advanced Studies and Research
- (f) Faculty of Veterinary & Animal Sciences**

(2) There shall be a Board of each Faculty which shall consist of –

- (a) the Dean to be appointed in the manner prescribed in sub-paragraph (2) of paragraph 2;
- (b) the Professors and the Chairmen of the Teaching Departments comprised in the Faculty;
- (c) two members of each Board of Studies, comprised in the Faculty, to be nominated by the Board of Studies concerned;
- (d) three Teachers to be nominated by the Academic Council by reason of their specialized knowledge of the subjects, which though not assigned to the Faculty have, in the opinion of the Academic Council, important bearing on the subject assigned to the Faculty; and
- (e) one representative each from younger teachers namely Associate Professors, Assistant Professors, Lecturers and Instructors to be nominated by the Dean.

(3) The members mentioned in clauses (c) and (d) of sub-paragraph (2) shall hold office for three years.

(4) The quorum for a meeting of the Board of a Faculty shall be one half of the total number of the members, fraction being counted as one.

(5) The Board of each Faculty shall, subject to the general control of the Academic Council and the Syndicate, have the powers to –

- (a) co-ordinate the teaching, publication and research work in the subjects assigned to the Faculty;
- (b) scrutinize the recommendations of the Board of Studies comprised in the Faculty in regard to the appointment of paper setters and examiners, except for research examinations, and to forward the panels of suitable paper setters and examiners for each examination to the Vice Chancellor;
- (c) consider any other academic matter relating to the Faculty and to report thereon to the Academic Council; and
- (d) perform such other functions as may be prescribed by the Statutes.

2. **Dean.**— (1) There shall be a Dean for each Faculty who shall be the Chairman and Convener of the Board of Faculty.

(2) The Dean of each Faculty shall be appointed by the Chancellor from amongst the three senior most Professors in the Faculty for a period of three years and shall be eligible for reappointment.

(3) The Dean shall exercise such other duties as may be prescribed.

3. **Teaching Department and Chairmen.**— (1) There shall be a Teaching Department for each subject or a group of subjects, as may be prescribed by the Regulations, and each Teaching Department shall be headed by a Chairman.

(2)(a) The Director of a Division shall be appointed by the Syndicate on the recommendation of the Vice Chancellor from amongst the three senior most

* Amended by the Syndicate of the University at its 1st meeting held on 15.6.1996

** Amended by the Syndicate of the University at its 40th meeting held on 2.8.2006

Professors in the Division for a period of three years and shall be eligible for reappointment.

- (b) The Chairman of a Teaching Department of a Faculty or a Division shall be appointed by the Syndicate on the recommendation of the Vice Chancellor from amongst the three senior most Professors of the Teaching Department of the Faculty or the Division, as the case may be, for a period of three years and shall be eligible for reappointment.

Provided that in a Teaching Department of a Faculty or a Division, where there are less than three Professors, the appointment shall be made from amongst the three senior most Professors and Associate Professors in that Department.

Provided further than in a Teaching Department of a Faculty or a Division in which there is no Professor or Associate Professor, no such appointment shall be made and in such a case the Teaching Department shall be looked after by the Dean of the Faculty or the Director of the Division, as the case may be, with the assistance of the senior most teacher of the Department.

- (3) The Chairman of the Department shall plan, organize and supervise the work of the Department and shall be responsible to the Dean for the work of his Department.

4. Board of Studies.— (1) There shall be a separate Board of Studies for each subject, as may be prescribed by the Regulations.

- (2) Each Board of Studies shall consist of –

- (a) all the teachers of the Department concerned; and
- (b) one expert to be appointed by the Dean

- (3) The term of office of the members of the Board of Studies, other than ex-officio members, shall be three years.

- (4) The quorum for meetings of the Board of Studies shall be one half the total number of the members, a fraction being counted as one.

- (5) The Chairman of the University Teaching Department concerned shall be the Chairman and Convener of the Board of Studies and where in respect of a subject there is no University Department, the Chairman shall be appointed by the Syndicate.

- (6) The functions of the Board of Studies shall be to –

- (a) advise the Authorities on all academic matters connected with instruction, publication, research and examination in the subject or subjects concerned;
- (b) propose curricula and syllabi for all degree, diploma and certificates courses in the subject or subjects concerned;
- (c) suggest a panel of names of paper setters and examiners in the subject or subjects concerned; and
- (d) perform such other functions as may be prescribed by the Regulations.

5. Advanced Studies and Research Board.— (1) The Advanced Studies and Research Board shall consist of –

- (a) the Vice Chancellor (Chairman);
- (b) the Deans;
- (c) three University Professors, other than Deans, to be appointed by the Syndicate;
- (d) three University teachers having research qualifications and experience to be appointed by the Academic Council;
- (e) five experts from other sister Institutions to be nominated by the Syndicate or the Chancellor's Committee.
- (f) Principals of affiliated colleges; and
- (g) the Director, Division of Continuing Education, Home Economics and Women Development.

- (2) The term of office of members of the Advanced Studies and Research Board, other than ex-officio members, shall be three years.

(3) The quorum for meetings of the Advanced Studies and Research Board shall be one half of the total number of the members, a fraction being counted as one.

(4) The functions of the Advanced Studies and Research Board shall be to –

- (a) advise the Authorities on all matters connected with the promotion of advanced studies, publication and research in the University;
- (b) consider and report to the Authorities on the institution of research degrees in the University;
- (c) propose Regulations regarding the award of research degrees;
- (d) appoint supervisors for research students and determine the subjects of their thesis;
- (e) recommend panels of names of paper setters and examiners for research examinations after considering the proposals of the Board of Studies in this behalf; and
- (f) perform such other functions as may be prescribed by the Statutes.

6. Selection Board.— (1) The Selection Board shall consist of –

- (a) the Vice Chancellor (Chairman);
- (b) the Chairman or a member of Public Service Commission to be nominated by the Chairman;
- (c) Chief Justice of Lahore High Court or a Judge of that Court nominated by the Chief Justice;
- (d) the Dean of the Faculty concerned
- (e) the Chairman of the Teaching Department concerned; and
- (f) one member of the Syndicate and two other men of eminence to be appointed by the Syndicate provided that none of the three are employees of the University.

(2) The members mentioned in clause (e) of sub-paragraph (1) shall hold office for two years*.

(3) The quorum of the Selection Board in case of selection of Professors or Associate Professors and other teachers shall be four and three members respectively and in case of officers other than teachers, the Selection Board shall consist only of members mentioned at (a), (b) and (f) of sub-paragraph (1) and the quorum shall be three members*.

(4) No member who is a candidate for the post to which appointment is to be made shall take part in the proceedings of the Board and similarly, a Dean of a Faculty or a Chairman of a Department below the rank of the post to which appointment is to be made, shall not take part in the proceedings of the Selection Board.

(5) In selecting candidates for the posts of Professors and Associate Professors, the Selection Board shall co-opt or consult three experts in the subject concerned and in selecting candidates for other teaching posts, two experts in the subject concerned, to be nominated by the Vice Chancellor from a standing list of experts for each subject approved by the Syndicate on the recommendation of the Selection Board and revised from time to time.

7. Functions of the Selection Board.— (1) The Selection Board for teaching and other posts shall consider the applications received in response to advertisement and recommend to the Syndicate the names of suitable candidates for appointment to teaching or other posts, as the case may be, and may also recommend –

- (a) the grant of higher initial pay in a suitable case for reasons to be recorded; or
- (b) the appointment for an eminently qualified persons to a Professorship in the University on terms and conditions other than those prescribed.

(2) In the event of an unresolved difference of opinion between the Selection Board and the Syndicate, the matter shall be referred to the Chancellor whose decision shall be final.

8. Finance and Planning Committee.— (1) The Finance and Planning Committee shall consist of –

- (a) the Vice Chancellor (Chairman);
- (b) one member of the Syndicate to be appointed by the Syndicate;

* Amended by the Syndicate of the University at its 27th meeting held on 26.7.2003

- (c) two members of the Academic Council to be appointed by the Academic Council;
- (d) two nominees of the Chancellor, one each from Agriculture Department and Finance Department;
- (e) the Treasurer; and
- (f) the Registrar;
- (2) The term of office of the appointed members shall be three years.
- (3) The quorum for a meeting of the Finance and Planning Committee shall be three members.

9. Functions of the Finance and Planning Committee.— The Functions of the Finance and Planning Committee shall be to –

- (a) consider the annual statement of accounts and the annual and revised budget estimates and advise the Syndicate thereon;
- (b) review periodically the financial position of the University;
- (c) advise the Syndicate on all matters relating to planning, development, finance, investments, and accounts of the University; and
- (d) perform such other functions as may be prescribed by the Statutes.

10. Affiliation Committee.— (1) The Affiliation Committee shall consist of –

- (a) Chairman to be nominated by the Syndicate;
- (b) two Professors to be nominated by the Academic Council; and
- (c) the Director of Education of the Region concerned and the Director of Technical Education.
- (2) The term of office of the members of the Committee, other than ex-officio members, shall be two years.
- (3) The Affiliation Committee may co-opt not more than three experts.
- (4) The quorum for a meeting of or an inspection by the Affiliation Committee shall be three members.
- (5) An officer of the University to be designated by the Vice Chancellor for this purpose shall act as the Secretary of the Committee.

(6) The functions of the Affiliation Committee shall be to –

- (a) inspect the educational institutions seeking affiliation with, or admission to the privileges of the University and advise the Academic Council thereon;
- (b) inquire into complaints alleging breach of conditions of affiliation by affiliated colleges and to advise the Academic Council thereon; and
- (c) perform such other functions as may be prescribed by the Regulations.

11. Discipline Committee.— (1) The Discipline Committee shall consist of –

- (a) Chairman to be nominated by the Vice Chancellor;
- (b) two Professors to be nominated by the Academic Council;
- (c) one member to be nominated by the Syndicate;
- (d) Principal of an affiliated college to be nominated by the Vice Chancellor;
- (e) the Teachers or Officer incharge of Students Affairs by whatever name called (Member-Secretary); and
- (f) Senior Tutor
- (2) The term of office of the members of the Committee, other than ex-officio members, shall be two years.
- (3) The quorum for a meeting of the Discipline Committee shall be four members.
- (4) The functions of this Committee shall be to –
 - (a) propose Regulations to the Academic Council for the conduct of University students, maintenance of discipline and breach of discipline; and

(b) perform such other functions as may be prescribed by Regulations.

REGISTERED

NO. SO(R&E) 23-8/96-STATUTES
GOVERNMENT OF THE PUNJAB
AGRICULTURE DEPARTMENT

Dated Lahore, the 19/11/2005

✓ To

The Registrar,
University of Arid Agriculture,
Rawalpindi.

Subject:

FRAMING OF THE STATUTES OF THE UNIVERSITY OF
ARID AGRICULTURE, RAWALPINDI.

The undersigned is directed to refer to your office letter No. UAAR/Tre/252 dated 7.7.2001 on the subject noted above and to inform you that Governor/Chancellor in exercise of the powers conferred upon him under Section 10(5) read with Section 27(2) of University of Arid Agriculture, Rawalpindi has been pleased to approve the following statutes of the University of Arid Agriculture, Rawalpindi with amendments/modifications detailed under each:-

(1) The University of Arid Agriculture, Rawalpindi Employees (Scale 1 to 16)
(Appointment and Conditions of Service) Statutes 2005 (Annex "D")

(i) Short title and commencement

✓ The year of the Statutes corrected at the end of the title of the Statutes at para 1(1) may be read as "2005" instead of 2004.

(ii) Para 23 (1) Retirement from service

✓ The length of service qualifying for pension be read as "20 years" instead of "10 years".

(iii) Schedule

✓ The schedule appended to these Statutes under the heading "Administration" be replaced with the schedule added at Annex "F", which has been prepared in accordance with the prescribed format/pattern.

(2) The University of Arid Agriculture, Rawalpindi Employees (Scale 17 and above)
(Appointment and Conditions of Service) Statutes-2005 (Annex "E")

(i) Short title and commencement

✓ The year of the Statutes recorded at the end of the title of the Statutes at para 1(1) may be read as "2005" instead of 2004.

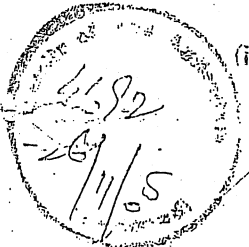
(ii) Para 5-Method of Recruitment

✓ The Sub Paras 3 and 5 and the proviso appearing under sub para 1, of para 5 be deleted.

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29/11/05



(iii) Para 6 Appointment by Promotion

This para be deleted and the remaining paras of the statutes may be renumbered.

(iv) Para 7(1) Essentials for initial Recruitment

The words "must be domiciled in Punjab" in para 7(1) be substituted by the words "must be a citizen of Pakistan".

(v) Para 12 Seniority

Sub paras 4 and 5 of para 12 be deleted.

(vi) Para 20 Application of Civil Service Rules

In para 20 the full stop after the words Vice Chancellor be removed and following words be added:-

"for decision in anticipation of the approval of Syndicate (in case of emergency)".

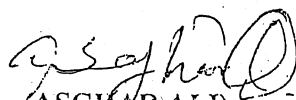
(vii) Para 23 Retirement from Service

The length of service qualifying for pension be read as "20 years" instead of "10 years".

(viii) Schedule

The schedule (Part-I, II, III and IV) be replaced with the schedule added at Annex "G", which has been prepared in accordance with the prescribed format/pattern.

2. You are requested to notify the amended statutes as approved by the Governor/Chancellor alongwith amendments/modifications.


(ASGHAR ALI)
SECTION OFFICER (R&E)

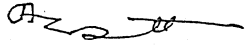
UNIVERSITY OF ARID AGRICULTURE, RAWALPINDI

No. UAAR/ 584

Dated: 22-4-06

NOTIFICATION

In exercise of the powers vested in him under Section 10(5) read with Section 27(1)(a) & (b) of this University Act, 1995, the Governor of the Punjab/Chancellor of the university has been pleased to approve the Service Statutes 2005 (Appointment and Conditions of Service) of the university as conveyed by the Agriculture Department, Government of the Punjab vide letter No. SO(R&E)23-8/96-STATUTES dated 19.11.2005.


Registrar

1. The Principal Secretary to the Governor Punjab
2. The Secretary Agriculture,
Government of the Punjab with reference to
letter No. SO(R&E)23-8/96-STATUTES dated 19.11.2005.
3. P.S. to the Vice Chancellor

THE UNIVERSITY OF ARID AGRICULTURE, RAWALPINDI
EMPLOYEES (SCALE 1 TO 16)
(APPOINTMENT AND CONDITIONS OF SERVICE) STATUTES, 2005

WHEREAS it is expedient to regulate by Statutes, the appointment to post in the University in Scale 1 to 16 falling under different cadres, and to provide for special conditions of service thereof.

NOW THEREFORE, in exercise of the powers vested in him under Section 27 read with Section 10(5) of the University of Arid Agriculture, Rawalpindi Act, 1995 (V of 1995), the Chancellor, University of Arid Agriculture, Rawalpindi is pleased to assent to the following Statutes:

1. Short Title and Commencement

(1) These Statutes may be called the University of Arid Agriculture, Rawalpindi Employees (Scale 1 to 16) (Appointment and Conditions of Service) Statutes, 2005.

(2) They shall come into force with immediate effect.

(3) Nothing in these statutes shall be construed to mean anything that may be inconsistent with the provisions of the University Act.

2. Definitions

(1) In these Statutes, unless there is anything repugnant in the subject or context-

(a) "Act" means the University of Arid Agriculture, Rawalpindi, Act, 1995;

(b) "Appointing Authority" means the Vice-Chancellor or an officer or a body to whom he may delegate his powers in this behalf;

(c) "Cadre" means the strength of the University employees grouped as a separate category in the schedule;

(d) "Scale" means a National Scale of Pay or a Basic Scale of pay in which a post or a group of posts is placed;

(e) "Initial Recruitment" means appointment made to a post otherwise than the promotion, deputation, transfer or on contract;

(f) "Recognized University" means any University incorporated by law in Pakistan or any other University or Institution which may be declared by the Higher Education Commission to be a recognized University for the purposes of these statutes;

(g) "Schedule" means the schedule appended to these Statutes; and

(h) "Selection Committee" means the Committee formed by the Vice Chancellor to advise him in matters of appointment to the posts included in the schedule.

(2) All terms and expressions, occurring in these Statutes but expressly defined herein, shall have the same meanings as are assigned to them in the Act.

3. Extent of Application

(1) Except as otherwise provided, these Statutes shall apply to all employees of the University in Scale 1 to 16.

(2) These Statutes shall not apply, in whole or in part, to-

(a) an employee appointed on contract, with the terms of appointment laid down in the duly executed agreement;

(b) an employee or a class of employees specially excluded by the Competent Authority from application of the whole or a part of these Statutes.

(3) Persons under the category (2), (a) and (b) above, shall be governed by the specific conditions of their agreement or contract of service.

Explanation: Holders of scholarships, fellowships and other kinds of stipend will not be included in the category of employees.

4. Appointing Authority

Appointments to all posts specified in the schedule shall be made by the Vice Chancellor, on the recommendation of the appropriate Selection Committee.

5. Methods of Appointment

Appointment to a post forming part of a cadre shall be made either by initial recruitment or by promotion or by selection or by transfer

as prescribed in the Schedule or by deputation or by contractual appointment.

Appointment to all the posts shall be made as follows unless stated otherwise.

- (i) 80% by promotion from amongst the members of cadre eligible for promotion irrespective of qualifications prescribed for the post on the basis of seniority cum fitness.
- (ii) 20% by initial recruitment.

6. Appointment by Promotion

Posts to be filled by promotion shall be filled from amongst the members of the cadre on seniority cum fitness basis who are eligible for promotion in accordance with the Schedule. Provided that promotion or proforma promotion shall not be claimed by any University employee as a matter of right.

7. Essentials for Initial Recruitment

- (1) A candidate for appointment to a post mentioned in the Schedule must be a citizen of Pakistan and possess the educational qualifications and experience, if any, prescribed therefor in the Schedule, to be reckoned as on the last date fixed for submission of applications for appointment.
- (2) A person who has married a foreign national shall not be appointed.
- (3) A candidate for appointment must be in good mental and physical health and free from any physical defect likely to interfere in the discharge of his duties. A candidate on medical examination by the University Medical Officer found not to satisfy these requirements shall not be appointed, notwithstanding anything contained in these Statutes. Physically handicapped persons will be employed as per Government Policy.
- (4) Notwithstanding anything contained in these Statutes, an appointment by initial recruitment shall be subject to the verification of character and antecedents of the candidate or the person appointed to the satisfaction of the appointing authority.
- (5) An initial appointment to post mentioned in the Schedule hereto, not being an ad-hoc appointment, shall be on such probation and for such period of probation as provided hereafter.

8. Age Limit

A person who is less than 18 years of age or more than 35 years of age, to be reckoned as on the last date for submission of applications for appointment to the post, shall not be appointed to a post by initial recruitment.

9. Appointment by Transfer

Appointment by transfer may be made for such period of probation as provided in these Statutes:-

- (1) From one functional unit to another functional unit of the University if the person holds an appointment on a regular basis in the same Scale as that of the post to which appointment is proposed to be made; or
- (2) From amongst persons holding appointments in Federal Government or in a Provincial Government or in any other University or autonomous or semi-autonomous body if the person fulfills conditions of appointment to the post which he is transferred and satisfies such other conditions as may be laid down by the University in this respect.

10. Appointment on Deputation

A person in the service of another University or an Autonomous or Semi-Autonomous Organization or any Government Department who possesses minimum educational qualifications, experience or, comparable length of service prescribed for the post shall be eligible for appointment to the said post on deputation, for a period not exceeding 3 years, on such terms and conditions as may be approved by the University in consultation with the lending organization.

✓ 11. Contractual appointments

(1) If considered in the interest of the University a person may be appointed on contract on such terms and conditions as may be determined by the Vice Chancellor; provided that if a person is in receipt of pension from a public authority, the amount of pension shall be taken into consideration while fixing his pay under the contract.

✓ (2) No contractual appointment shall ordinarily subsist beyond a period of three years at a time or beyond the appointees age of 65 years.

(3) All contractual appointments shall be terminable at a reasonable notice, not exceeding 90 days, as laid down in the terms and conditions of the appointment.

12. Probation

Any appointment to a post mentioned in the Schedule by promotion or transfer or initial recruitment shall be on probation as follows:-

- (1) A person on appointment to post shall remain on probation for two years. Provided that the appointing authority may extend the period of probation by a further period of two years.
- (2) If no orders have been made within 90 days of the day following the completion of initial probationary period, the period of probation shall be deemed to have been completed.
- (3) A probationer who has satisfactorily completed his period of probation against a substantive post, may be confirmed by the Vice-Chancellor may, notwithstanding that the period of probation has not expired, revert him to his former post, if any, or dispense with his services if there is no such post.

13. Seniority

- (1) A person initially appointed on the recommendations of the Selection authority through an earlier open advertisement shall rank senior to those appointed through a subsequent open advertisement.
- (2) If two or more persons are recommended in open advertisement by the selection authority their interse seniority shall be determined in order of merit assigned by the selection authority.
- (3) If only one candidate is recommended in open advertisement by the Selection authority, he shall count his seniority from:-
 - (a) The date of such appointment by the selection authority, if he was already holding the same post in ad-hoc basis; and
 - (b) The date of his joining the post after such appointment if he was not already holding the same post.
- (4) Seniority on promotion:- Seniority in service, cadre or post to which a University employee is promoted shall take effect from the date of regular promotion to that service, cadre or post:

Provided that -----

- (a) Employee selected for promotion to higher posts on an earlier date shall be senior to those selected for such promotion on a later date;

- (b) Employees selected for promotion to higher post in one batch shall, on their promotion to the higher post, retain their inter se seniority as in the lower post; and
- (c) Employees eligible for promotion who could not be considered for promotion in the original reference in circumstances beyond their control or whose case was deferred while their juniors were promoted to the higher post, shall, on promotion, without supersession, take their seniority with the original batch.

(5) Seniority on appointment by transfer:- Seniority in a service, cadre or post to which an employee is appointed by transfer shall take effect from the date of regular appointment to the service, cadre or post.

Provided that:-

- (a) persons belonging to the same service, cadre or post selected for appointment by transfer to a service, cadre or post in one batch shall, on their appointment, take inter se seniority in the order of their date of regular appointment in their previous service, cadre or post; and
- (b) Persons belonging to different services, cadre or posts selected for appointment by transfer in one batch shall take their inter se seniority in the order of the date of their regular appointment to the post which they were holding before such appointment and, where such date is the same the person older in age shall rank senior.

14. Medical Fitness and Medical Facilities

- (1) Every appointment in the University shall be subject to medical fitness of the appointee, except in the following cases:
 - (i) an employee whose medical fitness was certified on his first appointment in the University.
 - (ii) an employee of a public authority other than the University whose medical fitness was duly certified at the time of appointment in that authority.
- (2) Medical fitness shall be determined by such medical consultant/consultants as may be prescribed by the University for this purpose.
- (3) All employees shall be entitled to such medical facilities as may be prescribed by relevant Statutes.

15. Termination from Service

(1) The Service of a University employee may be terminated without notice.

(i) during the initial or extended period of his probation;

Provided that, where such University employee is appointed by promotion or probation or, as the Case may be, is transferred and promoted on probation from one Scale, cadre or post to another Scale, cadre or post his service shall not be terminated so long as he holds a lien against his former post. Scale or cadre, and he shall be reverted to his former Scale, or as the case may be, cadre or post:

// (ii) if the appointment is made on adhoc basis liable to termination on the appointment of a person on the recommendation of the selection authority, on the appointment of such person.

(2) In the event of a post being abolished or number of posts in a cadre or Scale being reduced the services of the most junior person in such cadre or Scale shall be terminated.

(3) Notwithstanding the provisions of sub-section (1) but subject to the provisions of sub-section (2), the service of a University employee in temporary employment or appointed on adhoc basis shall be liable to termination on thirty days notice or pay in lieu thereof.

16. Reversion to a Lower Scale or Post

A University employee appointed to a higher post or Scale on adhoc or officiating basis, shall be liable to reversion to his lower post or Scale without notice.

17. Composition of Cadre

Each cadre of University employees shall comprise the posts specified in the schedule:

18. Efficiency and Discipline

Efficiency and Discipline Statutes of the University of Arid Agriculture Rawalpindi will be applicable to the University employees. A University employee shall be liable to such disciplinary action and penalties and in accordance with such procedure as may be prescribed in such statutes.

19. Conduct

The conduct of a University employee shall be regulated by Statutes, Regulations and Rules made by the University, whether generally in respect of a specific group or class of employees made by the university or adopted from time to time.

20. Application of Civil Service Rules

If there arises a situation which is not covered by these statutes, it may be dealt with according to the Rules in force under the Punjab Government till such time the statutes are framed to meet the situation. The determination of the question as to whether a situation is covered by these statutes or not shall rest with the Vice-Chancellor. ✓

21. Interpretation of Statutes

The decision of the Syndicate on the interpretation of the statutes shall be final and binding on the concerned.

22. Adoption

In all matters not expressly provided for in these statutes, the Syndicate may adopt any rules or instructions issued by the Government pertinent to the service matters for application to the University employees concerned.

23. Retirement from Service

A University employee shall retire from the service:-

- (i) on such date after he has completed 20 years of service qualifying for pension or other retirement benefits as the competent authority may, in public interest, direct; and
- (ii) if no direction is given under clause (i) then on the completion of the sixtieth year of his age:

Provided that no order under clause (i) shall be made in respect of a University employee unless the competent authority has informed him in writing of the grounds on which it is proposed to make the order and has given him an opportunity of showing cause against it.

Explanation:-

In this section "competent authority" means, the appointing authority or a person duly authorized in that behalf not being a person lower in rank than the University employee concerned.

24. Right of Appeal

A University employee aggrieved by any order may, except where such order is made by the Governor/Chancellor, within thirty days of communication to him of such order, may seek remedy in accordance with Section 40 of the University of Arid Agriculture, Rawalpindi Act, 1995.

25. Rules

(1) The Syndicate, or any person authorized in this behalf may make such rules as appear to him to be necessary or expedient for carrying out the purposes of these Statutes.

(2) Any rules, orders or instructions in respect of any terms and conditions of service of University employee duly made or issued by an authority competent to make them and in force immediately before the commencement of these Statutes, shall, in so far as such rules, orders or instructions are not inconsistent with the provisions of these Statutes, be deemed to be Statutes/rules made under these statutes.

26. Savings

Notwithstanding any thing repugnant to the University of Arid Agriculture, Rawalpindi Act 1995, all appointments made, action taken, rights acquired and any other thing done or purporting to have been done shall be deemed to have been made, taken, acquire or done under these statutes.

SCHEDULE
STATEMENT SHOWING THE QUALIFICATIONS PRESCRIBED FOR DIFFERENT POSTS BY THE
UNIVERSITY OF ARID AGRICULTURE, RAWALPINDI

No.	Designation of the post	Prescribed Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
1	2	3	4	5	6
1 ✓	Administrative Officer	BPS-16	Bachelor's degree or equivalent qualification from a recognized University with five year's office experience. OR Non-graduate with ten years office experience as Head Assistant/Personal Assistant/Senior Scale Stenographer.	By Promotion from amongst Superintendents/Assistant Account Officers having at least 3 years experience as such. If no suitable person is available, then by initial recruitment.	Vice Chancellor
2 ✓	Superintendent	BPS-16	Bachelor's degree or equivalent qualification from a recognized University with three years office experience. OR Intermediate or equivalent qualification from a recognized Board with 8 years of office experience. Ability to type desirable	By promotion from amongst Assistants/Accountants/Senior Scale Stenographer with 3 years experience as such. If no suitable person is available then by initial recruitment.	Vice Chancellor

3	Assistant Store Officer/ Assistant Accounts Officer	BPS-16	Bachelor's degree or equivalent qualification from a recognized University with three years relevant office experience OR Intermediate or equivalent qualification from a recognized Board with 8 years of office experience. Ability to type desirable	By promotion from amongst Assistants/Accountants/Store Assistant with three years experience as such. If no suitable person is available then by initial recruitment.	Vice Chancellor
4.	Associate Engineer	BPS-16	Three years diploma in Civil/ Electrical/Mechanical Engineering from Govt. recognized Institute with six years practical experience in a well reputed organization.	By initial recruitment.	Vice Chancellor
5.	Assistant Estate Care/ Security Officer	BPS-16	Intermediate or equivalent qualification at least 2 nd division from a recognized Board of higher education. A police Officer not below the rank of Sub-Inspector with at least 15 years experience in line especially of watch and ward/ Security in a big organization or an ex-military man not below the rank of JCO.	By initial recruitment	Vice Chancellor

6.	Game/Sport Instructor	BPS-16	At least 2 nd class Master's degree or equivalent qualification in Physical Education from a recognized University. Those who possess experience in games will be given preference.	By initial recruitment	Vice Chancellor
7	Senior Scale Stenographer	BPS-15	Intermediate or equivalent qualifications with at least 2 nd division from a recognized Board of higher education. Type and shorthand speed of 45 words and 120 words per minute respectively. Must have/ computer knowledge at least word processing.	20% by initial recruitment. 80% by promotion from amongst the Stenographers with three years experience as such who have computer knowledge and on the basis of seniority-cum-fitness.	Vice Chancellor
8.	Stenographer	BPS-12	Intermediate or equivalent qualification with at least 2 nd division from a recognized Board. Type and shorthand speed of 40 words and 90 words per minute respectively. Must have computer knowledge.	By initial recruitment	Vice Chancellor
9.	Assistant Superintendent (Girls Hostel)	BPS-12	Intermediate or equivalent qualification with at least 2 nd division from a recognized Board alongwith five years office	By initial recruitment	Vice Chancellor

10.	Khateeb	BPS-12	Diploma/Certificate from a recognized religious institution of repute and Hafiz-e-Quran,	By initial recruitment	Vice Chancellor
11.	Assistant/ Accountant/ Store Assistant	BPS-11	Bachelor's degree or equivalent qualification with atleast 2 nd division from a recognized University OR Intermediate or its equivalent qualification from a recognized Board with 5 years office experience. Must know typing, computer knowledge desirable.	20% by initial recruitment 80% by promotion from amongst the Senior Clerks and Senior Store Clerks with 3 years experience as such with ability to type at a speed of 30 W.P.M.	Vice Chancellor
12.	Photographer	BPS-11	Secondary School Certificate with Science with atleast 2 nd division alongwith seven years of experience of exposing, developing, enlarging and printing of photographs in a commercial establishment or repute or a recognized scientific institution.	By initial recruitment	Vice Chancellor

13.	Library Assistant	BPS-11	Bachelor's degree preferably in Science from a recognized university with Diploma in Library Science alongwith three years experience in the Library Work. Proficiency in typewriting would be an additional qualification	By initial recruitment.	Vice Chancellor
14.	Computer Assistant	BPS-11	Intermediate or equivalent qualification with atleast 2 nd division from a recognized Board. Type speed of 40 words per minute alongwith certificate of computer course.	By initial recruitment.	Vice Chancellor
15.	Sub Engineer	BPS-11	Secondary School Certificate with Science with at least 2 nd division from a recognized Board. Three years diploma in Civil, Mechanical or Electrical Engineering from a recognized Institute with two years of practical experience.	By initial recruitment.	Vice Chancellor
16.	Draftsman	BPS-11	Secondary School Certificate with Science with at least 2 nd division. Three years diploma in Draftsmanship from a recognized Institute with two years of	By initial recruitment.	Vice Chancellor

17.	Electrician	BPS-11	Secondary School Certificate with Science with at least 2 nd division. Three years diploma in Electrical from a recognized Institute with two years of practical experience.	By initial recruitment	Vice Chancellor
18.	Laboratory Technician	BPS-11	Secondary School Certificate with Science with at least 2 nd division. Three years diploma in Electrical/Electronics Technology from a recognized Institute.	By initial recruitment	Vice Chancellor
19.	Laboratory Technician	BPS-9	Secondary School Certificate with Science with at least 2 nd division from a recognized Board alongwith seven years experience as Laboratory Assistant.	By promotion form amongst Laboratory Assistant.	Vice Chancellor
20.	Mechanic	BPS-7	Secondary School Certificate from a recognized Board alongwith certificate in auto (Petrol) and diesel Vehicles from a recognized Technical Board. Five years practical experience in the relevant trade. Preference to be given to ex-service men with requisite qualifications of the relevant trade.	By initial recruitment	Vice Chancellor

21.	Senior Clerk/ Store Keeper/ Cashier	BPS-7	Intermediate or equivalent qualification from a recognized Board OR Secondary School Certificate from a recognized Board with 5 years experience in Government/Semi Government or a Statutory Body. Must know typing, computer knowledge desirable.	20% by initial recruitment 80% by promotion from amongst Junior Clerks and Junior Store Clerk with 4 years experience as such and typing speed of 30 W.P.M.	Vice Chancellor
22.	Plumber	BPS-6	Secondary School Certificate from a recognized Board alongwith five years experience in plumbing.	By initial recruitment	Vice Chancellor
23.	Mechanic	BPS-6	Secondary School Certificate from a recognized Board alongwith five years practical experience of vehicles.	By initial recruitment	Vice Chancellor
24.	Field Assistant	BPS-6	Secondary School Certificate from a recognized Board alongwith certificate of Field Assistant Course from recognized Institute.	By initial recruitment	Vice Chancellor
25.	Stock Assistant	BPS-6	Secondary School Certificate from a recognized Board alongwith certificate of Stock Assistant course from a recognized Institute.	By initial recruitment	Vice Chancellor

26.	Dispenser/Lady Dispenser	BPS-6	Secondary School Certificate with Science from a recognized Board alongwith one year diploma in Dispenser from an institute recognized by Punjab Medical Faculty.	By initial recruitment	Vice Chancellor
27.	Dental Assistant	BPS-6	Secondary School Certificate with Science from a recognized Board alongwith diploma in Dental Technician	By initial recruitment	Vice Chancellor
28.	Laboratory Assistant	BPS-6	Secondary School Certificate with Science from a recognized Board alongwith five years experience as Laboratory Attendant.	20% by initial recruitment 80% by promotion from amongst Laboratory Attendant who possess Secondary School Certificate with Science from a recognized Board alongwith five years experience as Laboratory Attendant.	Vice Chancellor
29.	Telephone Operator	BPS-5	Secondary School Certificate from a recognized Board alongwith three years experience as a Telephone Operator.	By initial recruitment	Vice Chancellor

30.	Junior Clerk/ Dispatch Clerk/ Hostel Clerk	BPS-5	Secondary School Certificate with at least 2 nd division from a recognized Board. Ability to type at a speed of 30 W.P.M. Must know how to use computer.	By initial recruitment	Vice Chancellor
31.	Plumber	BPS-5	Secondary School Certificate from a recognized Board alongwith three years experience in plumbing.	By initial recruitment	Vice Chancellor
32.	Driver	BPS-5	Should be able to read and write and should be qualified heavy duty driving license preferably with experience of driving bus.	By initial recruitment	Vice Chancellor
33.	Tractor Driver	BPS-5	A certificate of training in Tractor Driving from a recognized institute, with three years of practical experience on an agricultural farm of repute, or a person with a practical experience of five years in tractor driving.	By initial recruitment	Vice Chancellor
34.	Budder	BPS-5	Mali class pass alongwith 5 years experience in budding, grafting, and propagation of trees.	By promotion from amongst the Head Mali/Mali who have Mali class pass alongwith 5 years experience. If no suitable candidate is available, then by initial recruitment.	Vice Chancellor

35.	Security Supervisor	BPS-5	Secondary School Certificate from a recognized Board. Preference will be given to Ex-army men.	By initial recruitment.	Vice Chancellor
36.	Tube Well Operator	BPS-5	Primary pass. Should know tube-well operating and mechanism of machinery alongwith two years experience.	By initial recruitment	Vice Chancellor
37.	Driver	BPS-4	Should be able to read and write alongwith qualified motor car driving license preferably with a license to drive both heavy and light vehicles.	By initial recruitment	Vice Chancellor
38.	Tractor Driver	BPS-4	A certificate of training in Tractor Driving from a recognized institute.	By initial recruitment	Vice Chancellor
39.	Carpenter/ Black Smith	BPS-3	Primary pass with 2 to 3 years of experience in the relevant trade.	By initial recruitment	Vice Chancellor
40.	Painter/Naib Qasid	BPS-3	Secondary School Certificate from a recognized Board alongwith two years experience.	By initial recruitment	Vice Chancellor
41.	Daftri/Head Peon	BPS-2	Middle pass.	By promotion from amongst Naib Qasid.	Vice Chancellor
42.	Khadim	BPS-1	Literate with some understanding of Islam.	By initial recruitment	Vice Chancellor
		BPS-1	Primary pass.	By initial recruitment	Vice Chancellor

45.	Cattle Attendant	BPS-1	Literate with good physique.	By initial recruitment	Vice Chancellor
46.	Laboratory Attendant	BPS-1	Secondary School Certificate with Science from a recognized Board.	By initial recruitment	Vice Chancellor
47.	Generator Operator	BPS-1	Middle pass with one year relevant experience	By initial recruitment	Vice Chancellor
48.	Tube Well Helper	BPS-1	Literate. Should know tube-well operating and mechanism of machinery alongwith two years experience.	By initial recruitment.	Vice Chancellor
49.	Helper/Bus Conductor	BPS-1	Literate	By initial recruitment	Vice Chancellor
50.	Mali/ Beldar/Waterman	BPS-1	Literate	By initial recruitment	Vice Chancellor
51.	Chowkidar	BPS-1	Literate. Preference will be given to Ex-army men.	By initial recruitment.	Vice Chancellor

THE UNIVERSITY OF ARID AGRICULTURE, RAWALPINDI
EMPLOYEES (SCALE 17 AND ABOVE)
(APPOINTMENT AND CONDITIONS OF SERVICE) STATUTES 2005

WHEREAS it is expedient to regulate by Statutes, the appointment to posts, obtaining in the University in scale 17 and above falling under different cadres, and to provide for conditions of service therefor:

NOW THEREFORE in exercise of the powers vested in him under Section 27 of the University of Arid Agriculture, Rawalpindi, Act 1995 read with section 10(5) *ibid*, the Chancellor, University of Arid Agriculture, Rawalpindi, is pleased to assent to the following statutes.

1. Short title and commencement:

- (1) These Statutes may be called the University of Arid Agriculture, Rawalpindi Employees in scale 17 and above (Appointment and Conditions of Service) Statutes, 2005.
- (2) They shall come into force with immediate effect.
- (3) Nothing in these statutes shall be construed to mean anything that may be inconsistent with the provisions of the University Act.

2. Definitions:

- (1) In these Statutes, unless the context otherwise requires:-
 - (a) "Act" means the University of Arid Agriculture, Rawalpindi Act 1995;
 - (b) "Ad-hoc Appointment" means a transitory appointment which vests no right in the appointee to hold the post permanently to which he is appointed;
 - (c) "Appointing Authority" means the Syndicate in terms of Section 22(2)(s) of the Act;
 - (d) "Basic Scale (BS)" means scales of pay of a post announced by the Federal Government;
 - (e) "Cadre" means the Strength of the University employees sanctioned or prescribed as a separate unit;

- (f) "Competent Authority" in relation to exercise of any powers means the Syndicate or an authority or an officer or a committee or a sub-committee to whom such powers have been delegated by the Syndicate;
- (g) "Contract Appointment" means an appointment made on temporary basis for a certain period on terms and conditions laid down in the duly executed agreement.
- (h) "Duty" means the performance of the functions of an office, or a post, or the obligations of a service contract, and includes the activities which the competent authority may consider to be in the interest of the University;
- (i) "Employee" means a person appointed whole-time to a duly created post or employed whole-time on a duly executed contract, and paid out of the University fund,
- (j) "First Statutes" means the First Statutes appended to the Act;
- (k) "Honorarium" means an amount of money which may be granted to an employee for special work of occasional character;
- (l) "Initial Recruitment" means appointment made to a post otherwise than the promotion, transfer or on contract;
- (m) "Lien" means the title of an employee to hold a substantive post;
- (n) "Month" means a calendar month according to the Gregorian calendar;
- (o) "Officiating Appointment" means an appointment on a post on which another employee holds lien;
- (p) "Pay" means an amount drawn monthly from the University fund by an employee for the duties performed, as:
 - (i) The pay which has been sanctioned for the post.
 - (ii) Special pay and deputation pay.
 - (iii) Any other emolument which may specifically classified as pay.
- (q) "Prescribed" means prescribed by Statutes, Regulations, and Rules as the case may be;

- (r) "Recognised University" means any University incorporated by law in Pakistan or any other University or institution which may be declared by the HEC to be a recognised University for the purposes of these Statutes;
- (s) "Schedule" means the schedule appended to these Statutes and;
- (t) "Selection Board" means the Selection Board of the University constituted under paragraph 6 of the First Statutes;
- (u) "Substantive pay" means the pay other than special pay, personal pay or emoluments classed as pay be competent authority to which an employee is entitled on account of a post to which he is appointed substantively or by reason of his substantive position in the cadre;

(2) All other terms and expressions shall have the same meanings as assigned to them under the University of Arid Agriculture Act, 1995.

3. Extent of Application:

- (1) Except as otherwise provided, these Statutes shall apply to all employees of the University in Scale 17 and above,
- (2) These Statutes shall not apply, in whole or in part, to:-
 - (a) an employee appointed on contract, with the terms of appointment laid down in the duly executed agreement;
 - (b) an employee or a class of employees specially excluded by the competent authority from application of the whole or a part of these statutes.

Persons under the category 2(a) and 2(b) above shall be governed by the specific conditions of their agreement or contract of service.

Explanation:

Holders of scholarships, fellowship and other kinds of stipend will not be included in the category of employees.

4. Appointing Authority:

Appointments to all posts specified in the schedule shall be made by the Syndicate, on the recommendations of the Selection Board in accordance with the provisions of paragraph 6 and 7 of the First Statutes

5. Methods of recruitment/Appointment:

(1) Except other wise mentioned all appointments to a post forming part of a cadre shall be made by initial recruitment on merit. When a post in any cadre is to be filled through direct recruitment, the Registrar shall cause an advertisement to be published in at least two national dailies of wide circulation and, if so advised by the competent authority, in one or more foreign newspapers, stating the number of vacancies, the scale of pay, the minimum qualifications prescribed for recruitment, age and the date by which the applications may be received.

(2) The applications of the eligible candidates so received shall be dealt with in accordance with Statutes 6 and 7 of the First Statutes.

(3) The competent authority for appointment to a post shall also be competent to grant a higher initial pay in a given Basic Pay Scale in a suitable case for reasons to be recorded.

(4) The Vice-Chancellor shall be competent to make an ad-hoc appointment to a post in any cadre, whether substantive or temporary, provided that, unless sooner terminated, an ad-hoc appointment shall automatically lapse on the expiry of six months from the date of appointment; provided further that a person may be appointed on ad-hoc basis for a further period of not more than six months.

(5) An employee may be appointed to perform the duties of a post in addition to the duties of his own post. In such a case, he shall be paid such additional remuneration admissible under rules; provided that the arrangement will not be for more than three months. However in special circumstances this arrangement can be extended for further three months.

6. Essentials of initial recruitment:

(1) A candidate for appointment to a post mentioned in the Schedule must be a citizen of Pakistan and possess the educational qualifications and experience, if any, prescribed therefor in the Schedule, to be reckoned as on the last date fixed for submission of applications for appointment.

(2) A person who has married a foreign national shall not be appointed.

(3) A candidate for appointment must be in good mental and physical health and free from any physical defect likely to interfere in the discharge of his duties. A candidate on medical examination, by the University Medical Officer found not to satisfy these requirements shall not be appointed, notwithstanding anything contained in these statutes. Physically handicapped persons will be employed as per Government Policy.

(4) Notwithstanding anything contained in these statutes, an appointment by initial recruitment shall be subject to the verification of character and antecedents of the candidate or the person appointed to the satisfaction of the appointing authority.

(5) An initial appointment to a post mentioned in the Schedule hereto, not being an ad-hoc appointment, shall be on such probation and for such period of probation as provided hereafter.

✓ 7. Age Limit:

A person who is less than 21 years of age to be reckoned as on the last date for submission of applications for appointment to the post or the minimum and maximum age prescribed for the post shall be appointed to a post by initial recruitment. Age limit can be relaxed by the Vice Chancellor as per Government Policy/Rules.

✓ 8. Appointment on deputation:

If no suitable person for appointment by promotion is available, a person in the service of another University or an autonomous or semi-autonomous organization or any Government Department who possesses minimum educational qualification and experience prescribed for the post shall be eligible for appointment to the said post on deputation, for a period not exceeding three years at a time, on such terms and conditions as may be allowed by the University in consultation with the lending organization.

✓ 9. Contractual Appointments:

(1) If considered in the interest of the University, a person may be appointed on contract on such terms and conditions as may be determined by the Syndicate on the recommendations of the Vice Chancellor; provided that if a person is in receipt of pension from a public authority, the amount of pension shall be taken into consideration while fixing his pay under the contract.

(2) No contractual appointment shall ordinarily subsist beyond a period of three years at a time or beyond the appointees age of 65 years.

(3) All contractual appointments shall be terminable at a reasonable notice, not exceeding 90 days, as laid down in the terms and conditions of the appointment.

✓ 10. Probation:

Any appointment to a post mentioned in the Schedule by promotion or transfer or initial recruitment shall be on probation as follows:-

- (1) A person on appointment to a post shall remain on probation for two years. Provided that the appointing authority may extend the period of probation by a further period of two years.
- (2) If no orders have been made within 90 days of the day following the completion of initial probationary period, the period of probation shall be deemed to have been completed.
- (3) A probationer who has satisfactorily completed his period of probation against a substantive post, may be confirmed by the Vice-chancellor from the date of his continuous appointment on such a post:

If the work or conduct of the person appointed to a post has been unsatisfactory during the period of probation, the appointing authority may, notwithstanding that the period of probation has not expired, revert him to his former post, if any, or dispense with his services if there is no such post.

✓ 11. Seniority:

- (1) A person initially appointed on the recommendations of the selection authority through an earlier open advertisement shall rank senior to those appointed through a subsequent open advertisement.
- (2) If two or more persons are recommended in open advertisement by the selection authority their interse seniority shall be determined in order of merit assigned by the selection authority.
- (3) If only one candidate is recommended in open advertisement by the selection authority, he shall count his seniority from:-
 - (a) The date of such appointment by the selection authority, if he was already holding the same post on ad-hoc basis; and
 - (b) The date of his joining the post after such appointment sealed, if he was not already holding the same post.

✓ 12. Medical Fitness and Medical Facilities:

- (1) Every appointment in the University shall be subject to medical fitness of the appointee, except in the following cases:
 - (i) an employee whose medical fitness was certified on his first appointment in the University,
 - (ii) an employee of a public authority other than the University whose medical fitness was duly certified at the time of appointment in that authority.

(2) Medical fitness shall be determined by such medical consultant/consultants as may be prescribed by the University for this purpose.

(3) All employees shall be entitled to such medical facilities as may be prescribed by relevant Statutes.

13. Compensatory Allowance and Subsidies:

The Syndicate may grant such compensatory allowances and subsidies to the employees as it may deem fit. Keeping in view the rate of similar allowances and subsidies granted by the Government and their adequacy to compensate the employees for the liabilities of house rent, traveling expenses, conveyance charges, local conditions etc., provided that such an allowance or subsidy shall not become a source of income.

14. Termination from service:

(1) The Service of a University employee may be terminated without notice.

(i) during the initial or extended period of his probation;

provided that, where such University employee is appointed by promotion on probation or, as the case may be, is transferred and promoted on probation from one Scale, cadre or post to another Scale, cadre or post his service shall not be terminated so long as he holds a lien against his former post, Scale or cadre, and he shall be reverted to his former Scale, or as the case may be, cadre or post:

(ii) if the appointment is made on ad hoc basis liable to termination on the appointment of a person on the recommendation of the selection authority, on the appointment of such person.

(2) In the event of a post being abolished or number of posts in a cadre or Scale being reduced the services of the most junior person in such cadre or Scale shall be terminated.

(3) Notwithstanding the provisions of sub-section (1) but subject to the provisions of sub-section (2), the service of a University employee in temporary employment or appointed on ad hoc basis shall be liable to termination on thirty days notice or pay in lieu thereof.

15. Reversion to a lower Scale or Post:

A University employee appointed to a higher post or scale on ad hoc or officiating basis, shall be liable to reversion to his lower post or scale without notice.

16. Composition of Cadre

Each cadre of University employees shall comprise the posts, specified in the schedule.

17. Efficiency and Discipline:

Efficiency and discipline Statutes of the University of Arid Agriculture, Rawalpindi shall be applicable to the University employees. A University employee shall be liable to such disciplinary action and penalties in accordance with such procedure as may be prescribed in such statutes.

18. Conduct:

The conduct of University employee shall be regulated by Statutes, Regulations and Rules made by the University or adopted from time to time.

19. Application of Civil Service Rules:

If there arises a situation which is not covered by these statutes, it may be dealt with according to the Rules in force under the Punjab Government till such time the statutes are framed to meet the situation. The determination of the question as to whether a situation is covered by these statutes or not shall rest with the Vice-Chancellor; for decision in anticipation of the approval of Syndicate (in case of emergency).

20. Interpretation of Statutes:

The decision of the Syndicate on the interpretation of a statutes shall be final and binding on the concerned.

21. Adoption:

In all matters not expressly provided in these statutes, the Syndicate may adopt any rules or instructions issued by the government pertinent to the service matters for application to the University employees concerned.

22. Retirement from service:

A University employee shall retire from the service:-

- (i) on such date after he has completed 20 years of service qualifying for pension or other retirement benefits as the competent authority may, in public interest direct; and
- (ii) if no direction is given under clause (i) then on the completion of the sixtieth year of his age:

Provided that no order under clause (i) shall be made in respect of a University employee unless the competent authority has informed him in writing of the grounds on which it is proposed to make the order and has given him an opportunity of showing cause against it.

Explanation.- In this section "competent authority" means the appointing authority or a person duly authorised in that behalf not being a person lower in rank than the University employee concerned.

23. Right of appeal:

A University employee aggrieved by any order may, except where such order is made by the Chancellor, within 30 days of communication to him of such order, may seek remedy in accordance with Section 40 of the University of Arid Agriculture, Rawalpindi Act. 1995.

24. Rules:

(1) The Syndicate, or any person authorized in this behalf may make such rules as appear to him to be necessary or expedient for carrying out the purposes of these Statutes.

(2) Any rules, orders or instructions in respect of any terms and conditions of service of University employee duly made or issued by an authority competent to make them and in force immediately before the commencement of these Statutes, shall in so far as such rules, orders or instructions are not inconsistent with the provisions of these Statutes, be deemed to be Statutes/rules made under these statutes.

SCHEDULE-I
QUALIFICATIONS PRESCRIBED FOR FACULTY POSITIONS

Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
Professor	BPS-20	a. Ph.D. in the relevant field from HEC recognized University/Institution. b. 15-years teaching/research experience in HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National/International Organization. c. 15 research publications (with at least 5 publications in last 5 years) in internationally abstracted Journals recognized by the HEC OR a. 10-years post-Ph.D. teaching/ research experience in HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization. b. 15 research publications (with at least 5 publications in last 5 years) in internationally abstracted Journals recognized by the HEC	By initial recruitment.	Syndicate
Associate Professor	BPS-19	a. Ph.D. in the relevant field from HEC recognized University/ Institution. b. 10-years teaching/research experience in HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National/International Organization. c. 10 research publications (with at least 4 publications in last 5 years) in internationally abstracted Journals recognized by the HEC OR a. 5-years post-Ph.D. teaching/research experience in HEC recognized University or a post-graduate Institution or professional experience in the relevant field in a National or International Organization.	By initial recruitment.	Syndicate

Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
Assistant Professor	BPS-18	International Organization. b. 10 research publications (with at least 4 publications in last 5 years) in internationally abstracted Journals recognized by the HEC Ph.D. in the relevant field from HEC recognized University/Institution. OR Master's degree (Foreign) or M.Phil. (Pakistan) in the relevant field from HEC recognized University/ Institution, with 4 years teaching/research experience in a recognized university or postgraduate institution or professional experience in the relevant field in National or International Organization.	By initial recruitment.	Syndicate
Lecturer	BPS-17	Master's Degree (First Class) in the relevant field with no 3 rd Division in the Academic Career from HEC recognized University/Institution.	By initial recruitment.	Syndicate
Associate Professor/Director, Advanced Studies	BPS-19	Same as for Associate Professor	By initial recruitment.	Syndicate
Assistant Director Research/Lecturer	BPS-17	Same as for Lecturer	By initial recruitment.	Syndicate
Farm Manager	BPS-17	Same as for Lecturer with two years experience in Farm Management	By initial recruitment.	Syndicate
Registrar	BPS-19	First class Master's degree from a recognized University with at least 12 years experience in the establishment/administration in any University or Government/Semi-Government organization in BPS-17 or above.	By initial recruitment.	Syndicate
Treasurer	BPS-19	The Treasurer shall be taken from Government on deputation as prescribed under Section 19 of the University of Arid Agriculture.	By Deputation	Chancellor Governor

o. Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
Controller of Examinations	BPS-19	First class Master's degree from a recognized University with at least 12 years experience (including four years in Scale-18) in responsible capacity at Universities/ Boards/Government/Semi-Government organizations. He should be conversant with the Examination System of a University.	By initial recruitment.	Syndicate
Librarian	BPS-19	(a) Ph.D. degree in Library Science from a recognized University. (b) Five years experience of organizing and maintaining a Library in an educational Institution, preferably a University. OR (a) At least second class Master's degree in Library Science, preceded by a Bachelor's degree in Science from a recognized University. (b) Ten years experience of organizing and maintaining a Library in an Educational Institution, preferably a University.	By initial recruitment.	Syndicate
Deputy Registrar/Deputy Treasurer/Deputy Controller of Examinations	BPS-18	(a) At least Second Class Bachelor's degree from a recognized University, (b) Seven years office experience (including at least three years experience in Grade 17) in a University or Educational Institution or Government or Semi- Government organization. OR a. First Class M.Sc./M.A./MBA degree from a recognized University/Institution with no 3 rd division in his/her academic career. b. Five years experience in the establishment/administration in any University or Government/Semi-Government organization in BPS-17 or above.	By initial recruitment.	Syndicate
Deputy Librarian	BPS-18	(a) Ph.D. in Library Science from a recognized University. (b) Two years professional experience of organizing and maintaining	By initial recruitment.	Syndicate

Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
		OR (a) Second class Master's degree in Library Science from a recognized University. (b) Seven years professional experience of organizing and maintaining a Library in an Educational Institution, preferably a University.		
Resident Auditor	BPS-18	The Resident Auditor shall be taken from Government on deputation as prescribed under Section 19 of the University of Arid Agriculture, Rawalpindi, Act 1995	By Deputation	Chancellor/ Governor
Assistant Librarian	BPS-17	Second Class Master's degree in Library Science from a recognized University. OR (a) Second Class Bachelor's degree with Diploma in Library Science. (b) Ten years experience in Library work	By recruitment. initial	Syndicate
Assistant Registrar/ Assistant Controller of Examinations/ Assistant Treasurer	BPS-17	a. At least Second Class Bachelor's degree from a recognized University. b. Five years office experience (including at least three years experience in scale 16) in a University, Government or Semi-Government Organization or Educational Institution. OR a. At least first class M.Sc./M.A./MBA degree from a recognized university with no 3 rd division in his/her academic career.	By recruitment. initial	Syndicate
Accounts Officer/ Store Officer	BPS-17	(a) At least Second Class Bachelor's degree from a recognized University. (b) Five years office experience (including at least three years	By recruitment. initial	Syndicate

Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
Private Secretary to Vice Chancellor	BPS-17	(a) At least Second Class Bachelor's degree from a recognized University. (b) Five years experience as stenographic/secretarial/office management in a University, Government or Semi-Government Organization or Educational Institution.	By recruitment. initial	Syndicate
Transport Officer	BPS-17	(a) Diploma in Automobile Engineering or higher degree from a recognized Institution. (b) Three years experience in Management and maintenance of transport service.	By recruitment. initial	Syndicate
Assistant Director Sports	BPS-18	(a) Second Class Bachelor's degree from a recognized University with Diploma in Physical Education. (b) Ten years experience of organizing and conducting games and sports in a University, Board of Education or College of repute. (c) Should preferably be a Sportsman of National or International repute.	By recruitment. initial	Syndicate
Senior Medical Officer	BPS-18	M.B.B.S. with Postgraduate training in medicine from a recognized University with Seven years professional experience	By recruitment. initial	Syndicate
Medical Officer	BPS-17	M.B.B.S. from a recognized University	By recruitment. initial	Syndicate
Dental Surgeon	BPS-17	B.D.S. from a recognized University	By recruitment. initial	Syndicate
Project Director/SE	BPS-19	(a) Master's degree in Civil Engineering from a recognized University. (b) Seven years practical experience . OR (c) Bachelor's degree in Civil Engineering from a recognized University.	By recruitment. initial	Syndicate

Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appointing Authority
Executive Engineer	BPS-18	(a) Second class Bachelor's degree in Civil Engineering or a equivalent qualification from a recognized University. (b) Seven years experience of professional work as SDO/AEE especially in construction and maintenance of buildings and roads.	By recruitment. initial	Syndicate
Assistant executive Engineer/Sub Divisional Engineer	BPS-17	Second class Bachelor's degree in Civil/Electrical Engineering or an equivalent qualification from a recognized University. OR Diploma in Civil/Electrical Engineering from a recognized University/Institution with Ten years practical experience as Sub-Engineer.	By recruitment. initial	Syndicate
Electronics Engineer	BPS-18	Second class Bachelor's degree in Electronics or an equivalent qualification from a recognized University. OR a. Diploma in Electronics from a recognized University/Institution. b. Ten years practical experience in relevant field.	By recruitment. initial	Syndicate
Deputy Director Planning	BPS-18	a. At least First Class M.Sc./M.A./MBA degree from a recognized University/Institution with no 3 rd division in his/her academic career. b. Five years experience in the Planning & Development Preparation/Execution of Projects in Government or Semi Government Organization or Educational Institution.	By recruitment. initial	Syndicate
Public Relations Officer	BPS-17	First Class Master's degree in Journalism/Mass Communication from a recognized University.	By recruitment. initial	Syndicate
Estate Care/Security Officer	BPS-17	Graduate with experience in the relevant field preferably an Ex-Army/Police man not below the rank of Captain/Inspector, respectively.	By recruitment. initial	Syndicate

Designation of the post	Prescribed National Pay Scale/ Basic Pay Scale	Prescribed Qualifications	Method of recruitment	Appoin Author
Professor/Director Research	BPS-20	Same as for Professor	By recruitment. initial	Syndica
Assistant Director/ Manager, (UIMS)	BPS-17	First Class Master's Degree in Business Administration from a recognized University.	By recruitment. initial	Syndicat
Incharge Placement Bureau	BPS-19	First Class Master's Degree or its Equivalent in Management/Social Sciences alongwith ten years of working experience in Government or Corporate Sectors preferably in administration at Managerial Level.	By recruitment. initial	Syndicate
Career Planning Officer	BPS-17	First class Master's degree in Business Administration/Public Administration or equivalent qualification in the relevant subject from a recognized University.	By recruitment. initial	Syndicate
Director, University Institute of Management Sciences	BPS-20	Same as for Professor	By recruitment. initial	Syndicate
Director, Center for Information Technology	BPS-20	Same as for Professor	By recruitment. initial	Syndicate

vi) Deputation/Addl. Charge Allowance:

	Existing	Revised
Deputation Allowance	@ 20% of the minimum of the Pay Scale of the deputationist irrespective of the pay scale of the post against which he is working on deputation	@ 20% of the Basic Pay subject to maximum of Rs.6000/- PM.
Additional Charge Allowance	@ 20% of basic pay upto a maximum of Rs.1100/- PM.	@ 20% of the Basic Pay subject to maximum of Rs.6000/- PM.

vii) Uniform Allowance:

	Existing	Revised
Nurses up to BS-16	Rs.150/- pm.	Rs.300/- pm.

viii) PSP Uniform Allowance:

Existing	Revised
Rs.250/- pm	Rs.1200/- pm

ix) Special Pay to PSs/PAs:

	Existing	Revised
Private Secretaries to Ministers/Chief Secretary/Chairman, P&D Board/ACS:		
i) From the Cadre of Private Secretaries in BS-16	Rs.300/- pm	Rs.400/- pm
ii) From other sources in BS-17	Rs.375/- pm	Rs.500/- pm
Private Secretaries to Secretaries	Rs.225/- pm	Rs.300/- pm
PAs to Ministers	Rs.150/- pm	Rs.200/- pm
PAs to Chief Secretary/ACS/Secretaries/Addl. Secretaries	Rs.120/- pm	Rs.160/- pm

x) Instructional Allowance:

Existing	Revised
20% of the Basic Pay subject to maximum of Rs.2000/- per month.	i) 20% of the Basic Pay subject to the maximum of Rs.5000/- per month to those Instructors imparting in service training to the officers in BPS-17 & above who are already in receipt of this allowance. ii) 20% of the Basic Pay subject to the maximum of Rs.3000/- pm to those Instructors imparting in service training to the employees up to BS-16, who are already in receipt of this allowance.