



GOVERNMENT OF KHYBER PAKHTUNKHWA  
LOCAL GOVERNMENT COORDINATION UNIT

No. CU (LG&RDD)/1-4/Staff/2024/4744  
Dated Peshawar the 3<sup>rd</sup> April 2024

To

The Director (IT)  
LGE&RDD, Khyber Pakhtunkhwa  
[director.it@lgkp.gov.pk](mailto:director.it@lgkp.gov.pk)

Subject: SERVICE RULES/ GAZETTE NOTIFICATION-2024

Kindly refer to the noted subject above and state that the Service Rules 2024 of the Local Govt. Coordination Unit has been notified vide Notification No.SOG/LGE&RDD/7-4/Notification/23. It is therefore, requested to upload this important document in the list of downloads of <https://apps.lgkp.gov.pk/igkp/page/downloads> for the benefit of public at large and maintaining an online repository.

2. A soft copy of the same important document of this office has been sent via email [director.it@lgkp.gov.pk](mailto:director.it@lgkp.gov.pk) from the official email of the undersigned as user, please.

Coordinator

Local Government Coordination Unit  
(LGE&RDD) Khyber Pakhtunkhwa

Endst: Even No. & Date

Copy forwarded to the:

1. P.S. to Secretary LGE&RDD, Khyber Pakhtunkhwa.

Coordinator / PR-5723

[coordinator@lgkp.gov.pk](mailto:coordinator@lgkp.gov.pk)

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EXTRAORDINARY  
GOVERNMENT

REGISTERED NO. P/III  
G A Z E T T E



## **KHYBER PAKHTUNKHWA**

Published by Authority

PESHAWAR, FRIDAY, 19<sup>th</sup> JANUARY, 2024.

GOVERNMENT OF THE KHYBER PAKHTUNKHWA  
LOCAL GOVERNMENT, ELECTION AND RURAL  
DEVELOPMENT DEPARTMENT

### **NOTIFICATION**

Peshawar Dated, the 5<sup>th</sup> January, 2024.

**No. SOG/LG/7-4/Notification/23:-** In pursuance of the provisions contained in sub-rule (2) of rule 3 of the Khyber Pakhtunkhwa Civil Servants (Appointment, Promotion and Transfer) Rules, 1989, and in supersession of previous Notifications, issued in this behalf, the Local Government, Elections and Rural Development Department, in consultation with the Establishment Department and the Finance Department, hereby lays down the method of recruitment, qualification and other conditions specified in Columns No. 3 to 5 of the Appendix to this Notification which shall be applicable to the posts borne in the Local Government Coordination Unit, specified in Column No. 2 of the said Appendix.

**APPENDIX**

Sr.No.	Nomenclature of the Post.	Minimum Qualification for Initial Recruitment.	Age Limit.	Method of Recruitment.
1.	Coordinator (BPS-18).	---	---	By promotion, on the basis of seniority-cum-fitness, from amongst the holders of the posts of Assistant Coordinator (BPS-17), with at least five years' service as such:  Provided that in case of non-availability of suitable officer by promotion then by transfer within the Department.
2.	Assistant Coordinator (BPS-17).	At least Second-Class Master's Degree or BS five (05) years in Political Science, Economics, Statistics, Law, Business Administration or Public Administration from a recognized University.	21 to 32 years.	By initial recruitment:  Provided that till the appointment of suitable person by initial recruitment, the post may be filled by transfer within the Department.
3.	Superintendent (BPS-17).	---	---	By promotion, on the basis of seniority-cum-fitness, from amongst the holders of the posts of Assistant (BPS-16), with at least five years' service as such.
4.	Assistant (BPS-16).	---	---	By promotion, on the basis of seniority-cum-fitness, from amongst the holders of the posts of Senior Clerk (BPS-14), with at least five years' service as such.

5.	Computer Operator (BPS-16).	<p>(i) At least Second Class Bachelor's Degree in Computer Science / Information Technology (BCS/BIT four years), from a recognized University; or</p> <p>(ii) at least Second Class Bachelor's Degree from a recognized University with one year Diploma in Information Technology from a recognized Board of Technical Education.</p>	18 to 30 years.	By initial recruitment.
6.	Senior Clerk (BPS-14).	---	---	By promotion, on the basis of seniority-cum-fitness, from amongst the holders of the posts of Junior Clerk (BPS-11), with at least five years service as such.
7.	Junior Clerk (BPS-11).	<p>(i) At least FA/FSc with Second Division or its equivalent qualification from a recognized Board; and</p> <p>(ii) a speed of thirty five (35) words per minute in typing.</p>	18 to 30 years.	<p>(i) Forty percent (40%) by promotion, on the basis of seniority-cum-fitness, from amongst the holders of the posts of Naib Qasid, Chowkidar, Sweeper and other equivalent posts, with three (03) years' service as such, who have passed FA/FSc examination from a recognized Board; and</p>

			(ii) sixty percent (60%) by initial recruitment.
			<b>Note:</b> For the purpose of promotion, there shall be maintained a joint seniority list of Niab Qasids, Chowkidars, Sweepers and other equivalent posts, with reference to the dates of their acquiring the FA/FSc qualification.
8.	Driver (BPS-06).	(i) At least Secondary School Certificate from a recognized Board; and  (ii) holder of valid driving license from Transport and Mass Transit Department of Government or Police Department.	By initial recruitment.
9.	Naib Qasid (BPS-03).	At least Secondary School Certificate from a recognized Board.	By initial recruitment.
10.	Chowkidar (BPS-03).	At least Secondary School Certificate from a recognized Board.	By initial recruitment.
11.	Sweeper (BPS-03).	At least Secondary School Certificate from a recognized Board.	By initial recruitment.

SECRETARY,  
GOVERNMENT OF THE KHYBER PAKHTUNKHWA,  
LOCAL GOVERNMENT, ELECTIONS AND RURAL  
DEVELOPMENT DEPARTMENT.

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