

Copy of letter No. 1212-G-54/5973, dated the 13th February, 1954, from the Chief Secretary to Government, Punjab to all Heads of Departments etc,

Subject:—Subordinate Service Selection Board.

In continuation of Punjab Government letter No. 9348-G-53/94879, dated 16th December, 1953, on the subject noted above, I am directed to convey the following decisions of Government for guidance and strict compliance:—

- (i) The appointing authorities will be competent to fill temporary vacancies which are not expected to last for more than three months and even permanent vacancies on temporary basis for the same period pending references to the Selection Board.
- (ii) In cases of appointments to be made by promotion or by transfer the Subordinate Services Selection Board should be consulted regarding the suitability of the official proposed for promotion or appointment by transfer as in the case of Public Service Commission. If any appointment by promotion involves supersession the fact should be clearly pointed out in the reference to the Board and the confidential reports files of the officials proposed to be superseded should also be forwarded to the Board.
- (iii) The Department proposing to exclude a post or category of posts from the purview of the subordinate Services Selection Board should make a reference to the Administrative Secretary concerned giving full justification in support of the proposal. The Administrative Secretary after obtaining the orders of the Minister in charge of the Department should refer the Case to the Chief Secretary to Government, Punjab, in the Gazette Branch, who will obtain the orders of the Chief Minister.