

Copy of letter No. 2243-4GS-63/21181, dated the 19th June, 1961 from the Chief Secretary to Government, Punjab to All Heads of Departments etc. etc.

**Subject :—Procedure to be followed in selection of officers/officials for promotion to Higher posts—
Greater emphasis on Merits than on Seniority.**

I am directed to invite a reference to the Punjab Government's letter No. 9129-G-56/3964, dated the 17th September 1956, on the subject noted above and to state that it has been brought to the notice of the Government by the Punjab Public Service Commission that the instructions contained therein are not being followed properly by various Departments. In some cases the references from the Departments are silent on the point of seniority i.e. it is not categorically stated whether any supersession is involved in the proposed promotions. The files containing annual confidential reports which are sent to the commission are also very often not complete.

2. I am, therefore, to request you that the instructions referred to above should rigidly be followed by the Departments and due attention should also be paid to removing the defects now pointed out by the Commission.