



NO.SO.ADMN.III(LG)MISC/2015 (P)\*  
GOVERNMENT OF THE PUNJAB  
LOCAL GOVERNMENT & COMMUNITY DEVELOPMENT  
DEPARTMENT

Dated Lahore, the 24<sup>th</sup> August, 2017

To

1. The Mayor Metropolitan Corporation Lahore
2. All the Mayors of Municipal Corporations in Punjab
3. All Chairmen of District Councils in Punjab
4. All Chairmen of Municipal Committees in Punjab
5. All the Chief Officers in Punjab

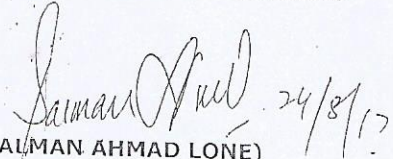
Subject: JANITORIAL STAFF

This is in continuation of letter No.SO.Admn-III(LG)Misc/2015(P) dated 09.05.2017 (copy enclosed), wherein the Local Governments were allowed to hire Janitorial staff for a period not exceeding 89 days and their services had to stand terminated on expiry of 89 days or issuance of Schedule of Establishment or engagement of Janitorial Staff whichever was earlier.

2. Although the Schedule of Establishments have been issued yet the Local Governments are facing difficulty to make recruitment against the vacant seats. Therefore, the Local Governments are allowed to hire janitorial staff afresh for further period not exceeding 89 days **with the gap of not less than three (03) days between each term, from the list attached with interim Schedule of Establishment. No new person shall be hired other than that.** Moreover, training of all supervisory staff and sanitary workers will be arranged by the concerned Local Government for all such staff working in that Local Government. No further extension shall be granted without successful completion of the said training.

3. The other conditions contained in letter No.SO.Admn-III(LG)Misc/2015(P-I) dated 07.03.2017 shall remain intact. The lists of Janitorial staff hired should immediately be provided to this Department clearly mentioning their place of duty and the services of those, who are absent or found absent be terminated.

4. No daily wager can be retained as personal servant to anyone. Recoveries shall be affected for misuse of this provision as well as proceedings under PEEDA for misconduct, shall also be initiated for loss to exchequer.

  
(SALMAN AHMAD LONE)  
SECTION OFFICER (ADMN-III)

P.C.

1. Director General, Local Government Punjab, Lahore.
2. Director General (I&M), LG&CD Punjab, Lahore
3. PSO to Secretary LG&CD Department.
4. PA to Additional Secretary (Admn), LG&CD Department.