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**GOVERNMENT OF THE PUNJAB  
LAW AND PARLIAMENTARY AFFAIRS DEPARTMENT**

**NOTIFICATION  
(131 of 2016)**

22 August 2016

The following Notification No. SOR(LG)38-6/2005 (V-I), dated 18.08.2016 regarding amendment in the Punjab Local Councils Service and Tehsil / Town Municipal Administration Cadre Sub-Engineers (Departmental Examination) Rules 2016 is published for general information:

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**DR SYED ABUL HASSAN NAJMEE**  
Secretary  
Government of the Punjab  
Law and Parliamentary Affairs  
Department

**GOVERNMENT OF THE PUNJAB  
LOCAL GOVERNMENT & COMMUNITY DEVELOPMENT  
DEPARTMENT**

August 18, 2016

**NOTIFICATION**

No. *SoR(LG)38-6/2005(V-I)* In exercise of the powers conferred under section 191 of Punjab Local Government Ordinance, 2001 (XIII of 2001) and after previous publication, Governor of the Punjab is pleased to make the following rules:

**1. Short title and commencement.**— (1) These rules may be cited as the Punjab Local Councils Service and Tehsil/ Town Municipal Administration Cadre Sub-Engineers (Departmental Examination) Rules 2016.

(2) They shall come into force at once.

**2. Definitions.**— (1) In these rules:

- (a) "Committee" means a committee constituted by the competent authority under the rules;
- (b) "competent authority" means the Chairman, Punjab Local Government Board;
- (c) "examination" means the departmental examination of Sub-Engineers conducted under the rules;
- (d) "Ordinance" means the Punjab Local Government Ordinance, 2001 (XIII of 2001);
- (e) "paper" means a paper specified in the Schedule;
- (f) "rules" means the Punjab Local Councils Service and Tehsil/Town Municipal Administration Cadre Sub-Engineers (Departmental Examination) Rules 2016;
- (g) "Schedule" means the Schedule appended to the rules;
- (h) "Sub-Engineer" means a person holding a post of Sub-Engineer in the Local Councils Service or in Tehsil/ Town Municipal Administration Cadre; and
- (i) "subject" means a subject specified in the Schedule.

(2) An expression used in the rules but not defined shall have the same meanings as assigned to it in the Ordinance.

**3. Criteria for promotion.**— (1) A Sub-Engineer shall not be promoted to the rank of Senior Sub-Engineer (BS-16) unless he has:

- (a) at least ten years' service as such; and
- (b) passed the examination.

(2) A Sub-Engineer of the Local Councils Service, who has already passed the examination under the Punjab Local Councils Service Sub-Engineers Professional Examination Regulations, 1990, shall not be required to pass the examination again.

**4. Mode of examination.**— The examination shall consist of the written papers and interview specified in the Schedule.

**5. Date of examination.**— The examination shall be conducted at least once in a year on the dates fixed by the competent authority at least fifteen days before the commencement of the examination.

**6. Committee to conduct examination.**— (1) The competent authority shall constitute a committee for conducting the examination and interview.

(2) The committee shall consist of the following:

- (a) Chief Engineer, Punjab Local Government Board (Convener);
- (b) Superintending Engineer, Local Government and Community Development Punjab;
- (c) Director Finance, Punjab Local Government Board, Additional Director General (I&S);
- (d) Directorate General (Inspection and Monitoring), Local Government and Community Development Punjab; and
- (e) any other officer, not below the rank of BS-19, nominated by the competent authority.

(3) The Committee shall set papers and be responsible for checking and marking of papers.

(4) The Director, Local Government Training Academy, Lalamusa shall make all necessary arrangements for conduct of the examination.

**7. Qualifying standard.**— (1) The minimum qualifying marks for the examination shall be 45% marks in each paper and 50% marks in aggregate, and 50% marks shall be the minimum qualifying marks for the interview.

(2) The Committee shall prepare and place the result before the competent authority for announcement.

(3) The result announced by the competent authority shall be final.

**8. Re-appearance.**— (1) A Sub-Engineer who fails to secure the qualifying marks may re-appear in the next three successive examinations.

(2) A Sub-Engineer may appear in a total of four successive examinations and if he fails to qualify the examination in four successive examinations, he shall be barred from appearing in any further examination.

(3) If a Sub-Engineer fails to appear in any subsequent examination after his first appearance and failure, it shall be construed that he has failed to qualify that examination.

**9. Repeal.**— The Punjab Local Councils Service Sub-Engineers Professional Examination Regulations, 1990 are hereby repealed.



**SCHEDULE**

(See rule 4)

**SYLLABUS FOR DEPARTMENTAL EXAMINATION OF SUB-ENGINEERS OF LOCAL COUNCIL SERVICE AND TMA CADRE**

Sr. No	Subject	Maximum Marks	Maximum Time	Whether the paper is to be answered with the help of books	Prescribed books
1.	2.	3.	4.	5.	6.
Paper A (Building and Internal Services)					
1.	Material and rate analysis of different construction items.	100	2½ Hours	No	<u>For item 1,2,&amp; 3</u> <u>Rasool Manual</u>
2.	Preparation of rough cost estimate.				
3.	Preparation of detail estimate.				
4.	Fundamentals of building designs, such as design of foundations, design of simple structures, beams, simply supported beams, slabs, continuous slabs, continuous beams cantilevers etc.				4-R.C.C Design By Morgan.
5.	Building construction and quality control with knowledge of specifications.				
6.	Preparation of estimate and installations of internal services viz; electrical installations, sanitary fittings and sewerage system etc.				
Paper B (Water Supply, Sewerage, Drainage and Solid Waste)					
1.	Tubewells installation, commissioning and the rate analysis and preparation of estimate.	100	2 ½ Hours	No	Rasool Manual
2.	Water supply and sewerage system.				
3.	Types of surface drains their estimates and rate analysis.				Public Health Engineering by Steel
4.	Fundamentals of designs of the sullage carrying structures.				Public Health Engineering by Steel
5.	The fundamentals waste water treatment plant.				

6.	Solid waste management.2				
Paper C (Road & Road Structures)					
1.	Materials and rate analysis of different construction items.	100	2 ½ Hours	No	Highway specification book
2.	Preparation of rough cost estimate.				Rasool Manual
3.	Preparation of detailed estimate.				-do-
4.	Road and bridge construction and quality control and knowledge of specifications.				Highway design Book
5.	Road alignment surveying such as leveling, constructions traversing and the knowledge of the use of related instruments as dumpy levels, theodolite use of plane table etc.				Leveling & Surveying by H.K Clark.
Paper D (Accounts)					
1.	Operation of contracts / agreements.	100	2½ Hours	No	Rules framed under the Punjab Local Government Ordinance, 2001 and instructions issued thereon
2.	Preparation of contractors bills.				
3.	Maintenance of accounts of road rollers, jeeps, trucks etc.				
4.	Maintenance of stock and T&P Accounts				
5.	Recording of measurements in M.B.				PPRA Rules 2014
6.	The Punjab Procurement Rules 2014.				TMA works Rules 2003
7.	TMA Works Rule 2003.				B & R Code
8.	B & R Code.				
Interview					
1.	Interview.	50			

**SECRETARY**  
**GOVERNMENT OF THE PUNJAB**  
**LG&CD DEPARTMENT**