



MULTAN DEVELOPMENT AUTHORITY

DETAILS OF ESTABLISHMENT – 2016/17



Prepared by

Directorate of Finance and Administration

BUDGET ESTIMATE FOR THE YEAR – 2016/17

DETAILS OF ESTABLISHMENT

DIRECTOR GENERAL'S SECRETARIAT

OFFICE OF THE DIRECTOR GENERAL

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Director General	20 / 21	
1	Private Secretary	17	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Telephone Attendant	5	
1	Qasid	3	
2	Naib Qasid	1	
8	Total		

OFFICE OF THE STAFF OFFICER (TECHNICAL)

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Staff Officer (DD Engg./XEN)	18	
1	Office Assistant	16	
1	Sub-Engineer	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		

OFFICE OF THE PUBLIC RELATIONS OFFICER

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Public Relations Officer	16	
1	Junior Clerk	11	
1	Photographer	11	
1	Naib Qasid	1	
4	Total		

OFFICE OF THE ADDITIONAL DIRECTOR GENERAL

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Additional Director General	20	
1	Private Secretary	17	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Telephone Attendant	5	
1	Qasid	3	
2	Naib Qasid	1	
8	Total		

OFFICE OF THE SPU/PMU

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
2	Advisor(s)		FIXED PAY
4	Specialist/Consultant		FIXED PAY
1	Office Superintendent	17	The Office of SPU other than Advisor(s) shall stand freeze till the time it's separately approved by the MDA Governing Body.
4	KPO	11	
2	Junior Clerk	11	
1	Qasid	3	
2	Naib Qasid	1	
16	Total		
41	GRAND TOTAL DIRECTOR GENERAL'S SECRETARIAT		

DIRECTORATE OF FINANCE & ADMINISTRATION

OFFICE OF THE DIRECTOR (FINANCE & ADMINISTRATION)

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Director Finance & Admin	19	
1	Personal Assistant	16	
1	Junior Clerk	11	
1	Telephone Attendant	5	
1	Qasid	3	
1	Naib Qasid	1	
6	Total		

OFFICE OF THE DEPUTY DIRECTOR ADMINISTRATION

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Deputy Director	18	
1	Stenographer	14	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Qasid	3	
5	Total		

OFFICE OF THE ASSISTANT DIRECTOR ADMIN.(ESTB.)

Posts 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director	17	
1	Office Superintendent (Estt.)	17	
2	Office Assistant	16	
1	Senior Clerk	14	
3	Accounts Clerk	11	
3	Junior Clerk	11	
1	Qasid	3	
1	Naib Qasid	1	
13	Total		

OFFICE OF THE ASSISTANT DIRECTOR ADMIN (GEN.)

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
1	Office Superintendent General	17	
1	Office Assistant	16	
2	Senior Clerk	14	
1	Telephone Technician	11	
3	Junior Clerk	11	
2	Machine Operator	11	
1	Vigilance Supervisor	10	
1	Electric Machine Supervisor	10	
2	Telephone Operator	9	For Tel. Exchange
1	Imam Masjid	8	
1	Senior Cook	6	
2	Cook	3	
1	Khadim Masjid/ Moazin	2	
5	Mess/ Hostel Attendant	1	
1	Qasid	3	
2	Naib Qasid	1	
3	Beldar/Mali	1	
16	Chowkidar	1	
9	Sanitary Workers	1	
56	Total		

OFFICE OF THE ASSISTANT DIRECTOR COMPUTER

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director Computer	17	
2	Assistant Programmer	16	
1	Software Designer	16	
1	Senior Clerk	14	
2	KPO	11	
2	Naib Qasid	1	
9	Total		

ENFORCEMENT BRANCH

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Enforcement	18	
1	AD Enforcement/LCO / DSP	17	
2	Inspector Police	16	On Deputation
2	Superintendent Enforcement	16	
2	Sub-Inspector Police	14	On Deputation
2	Junior Clerk	11	
6	Enforcement Inspector	10	
2	Assistant Sub-Inspector Police	9	On Deputation
2	Head Constable Police	7	On Deputation
20	Constable Police	5	On Deputation
2	Naib Qasid	1	
12	Beldar(Enforcement)	1	
54	Total		

JUDICIAL BRANCH

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Senior Judicial Magistrate	17/18	On Deputation
1	Prosecutor	16	
1	Stenographer	14	
1	Junior Clerk (Ahalmad)	11	
1	Naib Qasid	1	Process Server
5	Total		

MEDICAL BRANCH

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Medical Officer	17/18	
1	Senior Clerk	14	
1	Dispenser	9	
1	Nursing Assistant	5	
4	Total		

OFFICE OF THE DEPUTY DIRECTOR FINANCE

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Finance	18	
1	Stenographer	14	
1	Accounts Clerk	11	
1	Junior Clerk	11	
1	Qasid	3	
1	Naib Qasid	1	
6	Total		

OFFICE OF ASSISTANT DIRECTOR FINANCE

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director Finance	17	
1	Superintendent Finance	17	
2	Accountant	15	
1	Cashier	13	
4	Auditor	13	
4	Accounts Clerk	11	
3	Junior Clerk	11	
2	Naib Qasid	1	
18	Total		

OFFICE OF RESIDENT DIRECTOR AUDIT

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Senior Clerk	14	
1	Qasid	3	
2	Total		

OFFICE OF ONE WINDOW CELL

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Office Assistant	16	
1	Senior Clerk	14	
1	Draftsman	13	
1	Building Inspector	11	
1	Junior Clerk	11	
2	Naib Qasid/Process Server	1	
7	Total		
186	GRAND TOTAL DIRECTORATE OF FINANCE & ADMIN.		

DIRECTORATES OF ENGINEERING

OFFICE OF THE CHIEF ENGINEER

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Chief Engineer	20	The entire office shall be activated after the approval of the Post of Chief Engineer by the Government.
1	Personal Secretary	17	
1	Chief Draftsman	17	
1	Draftsman Engg.	13	
1	Accounts Clerk	11	
1	Junior Clerk	11	
1	Qasid	3	
1	Naib Qasid	1	
8	Total		

OFFICE OF THE DEPUTY DIRECTOR/XENHEADQUARTERS

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	DD Engg./XEN Headquarters	18	
1	Stenographer	14	
1	Senior Clerk	14	
1	Div. Head Draftsman	13/16	
1	Accounts Clerk	11	
1	Junior Clerk	11	
1	Qasid	3	
7	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGINEERING / SDO

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director Engg./SDO	17	
1	Sub-Engineer (Civil)	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
4	Total		

OFFICE OF THE DIRECTOR ENGINEERING

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Director Engineering	19	
1	Circle Head Draftsman	16	
1	Personal Assistant	16	
1	Senior Clerk	14	
1	Accountant	15	
1	Junior Clerk	11	
2	Naib Qasid	1	
1	Ferro Printer	1	
9	Total		

OFFICE OF THE ASSISTANT DIRECTOR TECHNICAL/SDO

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director Tech/ SDO	17	
1	Sub Engineer	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
4	Total		

OFFICE OF THE DEPUTY DIRECTOR ENGINEERING/XEN -I

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Deputy Director Engg./XEN	18	
1	Div. Head Draftsman	13/16	
1	Office Assistant	16	
1	Stenographer	14	
1	Accounts Clerk	11	
1	Draftsman Engg.	11/13	
1	Junior Clerk	11	
2	Naib Qasid	1	
9	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGG./SDO -I/A

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	AD Engg./Sub-Divisional Officer	17	
1	Sub-Divisional Clerk (SDC) / Senior Clerk	14	
3	Sub-Engineer (Civil)	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
7	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGG./SDO -I/B

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	AD Engg./Sub-Divisional Officer	17	
1	SDC / Senior Clerk	14	
3	Sub-Engineer (Civil)	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
7	Total		

OFFICE OF THE DEPUTY DIRECTOR ENGINEERING/XEN -II

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Engg./XEN	18	
1	Div. Head Draftsman	13/16	
1	Office Assistant	16	
1	Stenographer	14	
1	Draftsman Engg.	11/13	
1	Accounts Clerk	11	
1	Junior Clerk	11	
2	Naib Qasid	1	
9	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGG./SDO -II/A

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	AD Engg./Sub-Divisional Officer	17	
1	SDC / Senior Clerk	14	
3	Sub-Engineer (Civil)	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
7	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGG./SDO - II/B

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	AD Engg./Sub-Divisional Officer	17	
1	SDC /Senior Clerk	14	
2	Sub-Engineer (Civil)	11/16	
1	Sub-Engineer (Mech.)	11	
1	Junior Clerk	11	
1	Excavator Machine Operator	9	
1	Auto Mechanic	7	
1	Auto Electrician	7	
6	Road Roller/Tractor Driver	5	
1	Mate Road	3	

1	Naib Qasid	1	
6	Beldar Road	1	
3	Cleaner	1	
26	Total		

OFFICE OF THE DEPUTY DIRECTOR ENGINEERING/XEN -III

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Engineer	18	
1	Div. Head Draftsman	13/16	
1	Office Assistant	16	
1	Accountant	15	
1	Stenographer	14	
1	Draftsman Engg.	11/13	
1	Junior Clerk	11	
2	Naib Qasid	1	
9	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGG./SDO -III/A

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	AD Engg./Sub-Divisional Officer	17	
1	SDC /SeniorClerk	14	
2	Sub-Engineer (Civil)	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
6	Total		

OFFICE OF THE ASSISTANT DIRECTOR ENGG./SDO -III/B

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	AD Engg./Sub-Divisional Officer	17	
1	SDC /Senior Clerk	14	
2	Sub-Engineer	11/16	
1	Junior Clerk	11	
2	Electrician	6	
1	HVAC Mechanic	6	
2	Plumber	5	
2	Carpenter	5	
1	Mason	5	
2	Mistri	5	
1	Naib Qasid	1	
16	Total		

OFFICE OF THE MOTOR TRANSPORT SUPERVISOR

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Motor Transport Supervisor	16	
1	Junior Clerk	11	
1	Mechanical Supervisor	11	Sub Engg.(Mech)
2	Auto/Motor Mechanic	7	
1	Auto/Motor Electrician	7	
22	Driver	4/9	33% IN BS-9
1	Cleaner	1	
1	Naib Qasid	1	
30	Total		
159	GRAND TOTAL OF DIRECTORATE OF ENGINEERING		

DIRECTORATE OF TRAFFIC ENGINEERING&TRANSPORT PLANNING

OFFICE OF THE DIRECTOR (TE&TP)

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Director TE&TP	19	
1	Circle Head Draftsman	16	
1	Personal Assistant	16	
1	Senior Clerk	14	
1	Accountant	15	
1	Junior Clerk	11	
2	Naib Qasid	1	
8	Total		

SURVEYING AND MAPPING CELL

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Survey Supervisor	16	
1	Survey Inspector	14	
2	Surveyor	9	
1	Draftsman Engg./CAD specialist	11	
1	Survey Mate	3	
3	Survey Beldar	1	
1	Naib Qasid	1	
10	Total		

OFFICE OF THE DEPUTY DIRECTOR (TE&TP)

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director TE&TP	18	
1	Office Assistant	16	
1	Div. Head Draftsman	13	

1	Stenographer	14	
1	Junior Clerk	11	
2	Naib Qasid	1	
7	Total		

OFFICE OF THE ASSISTANT DIRECTOR (TE&TP)-I

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	AD Transportation Engg:	17	
1	Sub-Engineer/QTO Specialist	11/16	
2	Draftsman Engg./CAD Specialist	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
6	Total		

OFFICE OF THE ASSISTANT DIRECTOR (TE&TP)-II

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	AD Transportation Engg:	17	
1	Sub-Engineer/QTO Specialist	11/16	
2	Draftsman Engg./CAD Specialist	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
6	Total		
37	GRAND TOTAL OF DIRECTORATE OF TE&TP		

DIRECTORATE OF TOWN PLANNING

OFFICE OF THE CHIEF TOWN PLANNER

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Chief Town Planner	19/20	The entire office shall be activated after the approval of the Post of Chief Town Planner by the Government.
1	Staff officer/ADTP	17	
1	Private Secretary	17	
1	Architectural Assistant	17	
1	Litigation Officer	16	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Qasid	3	
1	Naib Qasid	1	
9	Total		

OFFICE OF THE GEOGRAPHIC INFORMATION SYSTEM SPECIALIST

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	GIS Specialist	17	
1	GIS Surveyor	13	
2	KPO	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
6	Total		

OFFICE OF THE DIRECTOR TOWN PLANNING

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Director Town Planning	19	
1	Office Superintendent	17	
1	Senior Draftsman	16	
1	Personal Assistant	16	
1	Senior Clerk	14	
1	Accounts Clerk	11	
1	Junior Clerk	11	
1	Qasid	3	
1	Naib Qasid	1	
1	Ferro Printer	1	
10	Total		

OFFICE OF THE DEPUTY DIRECTOR TOWN PLANNING-I

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Town Planning-I	18	
1	Draftsman	13/16	
1	Stenographer	14	
1	Senior Clerk	14	
1	Junior Draftsman	11	
1	Qasid	3	
6	Total		

OFFICE OF THE ASSISTANT DIRECTORS TOWN PLANNING-I

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
2	Assistant Director(s) TP I – II	17	
1	Assistant Director Building Control – I	17	
3	Junior Clerk	11	
8	Building Inspector TP	11	
3	Naib Qasid	1	
17	Total		

OFFICE OF THE DEPUTY DIRECTOR TOWN PLANNING-II

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Town Planning-II	18	
1	Draftsman	13/16	
1	Stenographer	14	
1	Senior Clerk	14	
1	Junior Draftsman	11	
1	Qasid	3	
6	Total		

OFFICE OF THE ASSISTANT DIRECTOR TOWN PLANNING-II

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
2	Assistant Director(s) TP – III – IV	17	
1	Assistant Director Building Control – II	17	
3	Junior Clerk	11	
8	Building Inspector TP	11	
3	Naib Qasid	2	
17	Total		

OFFICE OF THE DEPUTY DIRECTOR COMMERCIALISATION/ MASTER PLAN

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Commercialization/Master Plan	18	
1	Accountant	15	
1	Stenographer	14	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Qasid	3	
6	Total		

OFFICE OF THE ASSISTANT DIRECTOR COMMERCIALISATION

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
1	Accounts Clerk	11	
1	Site Inspector	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		

OFFICE OF THE ASSISTANT DIRECTOR MASTER PLAN

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
1	Draftsman	13	
1	Junior Draftsman	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		

OFFICE OF THE DEPUTY DIRECTOR ARCHITECTURE

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Architecture	18	
1	Senior Draftsman	16	
1	Office Assistant	16	
1	Stenographer	14	
1	Junior Draftsman	11	
1	Junior Clerk	11	
1	Qasid	3	
7	Total		

OFFICE OF THE ASSISTANT DIRECTOR ARCH.- I

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
1	Junior Draftsman	11	
1	3D Designer	11	
1	Sub-Engineer	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
6	Total		

OFFICE OF THE ASSISTANT DIRECTOR ARCH. - II

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
1	Junior Draftsman	11	
1	3D Designer	11	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		
105	GRAND TOTAL OF DIRECTORATE OF TOWN PLANNING		

DIRECTORATE OF URBAN PLANNING

OFFICE OF THE DIRECTOR URBAN PLANNING

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Director Urban Planning	19	
1	Personal Assistant	16	
1	Office Assistant	16	
1	Senior Draftsman	16	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Qasid	3	
1	Naib Qasid	1	
8	Total		

OFFICE OF THE DEPUTYDIRECTOR URBAN PLANNING - I

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Deputy Director Urban Planning	18	
1	Stenographer	14	
1	Senior Clerk	14	
1	Draftsman	13	
1	Junior Draftsman	11	
1	Accounts Clerk	11	
1	Junior Clerk	11	
2	Naib Qasid	1	
9	Total		

OFFICE OF THE ASSISTANTDIRECTOR URBAN PLANNING- I/A

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director	17	
2	Building Inspector UP	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		

OFFICE OF THE ASSISTANT DIRECTOR URBAN PLANNING - I/B

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director	17	
2	Building Inspector UP	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		

OFFICE OF THE DEPUTY DIRECTOR URBAN PLANNING - II

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Deputy Director Urban Planning	18	
1	Stenographer	14	
1	Senior Clerk	14	
1	Draftsman	13	
1	Junior Draftsman	11	
1	Accounts Clerk	11	
1	Junior Clerk	11	
2	Naib Qasid	1	
9	Total		

OFFICE OF THE ASSISTANT DIRECTOR URBAN PLANNING – II/A

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
2	Building Inspector UP	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		

OFFICE OF THE ASSISTANT DIRECTOR URBAN PLANNING – II/B

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
2	Building Inspector UP	11/16	
1	Junior Clerk	11	
1	Naib Qasid	1	
5	Total		
46	GRAND TOTAL URBAN PLANNING		

DIRECTORATE OF ESTATE & LAND MANAGEMENT

OFFICE OF THE DIRECTOR E & LM

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Director E&LM	19	
1	Personal Assistant	16	
1	Junior Clerk	11	
1	Telephone Attendant	5	
1	Qasid	3	
1	Naib Qasid	1	
6	Total		

OFFICE OF THE DEPUTY DIRECTOR EM

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Deputy Director EM	18	
1	Office Superintendent	17	
1	Accountant	15	
1	Stenographer	14	
1	Senior Clerk	14	
2	Junior Clerk	11	
1	Qasid	3	
8	Total		

OFFICE OF THE ASSISTANT DIRECTOR EM-I

Posts 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director EM	17	
1	Office Assistant	16	
2	Senior Clerk	14	
1	Estate Supervisor	14	
1	Site Inspector	11	
1	Accounts Clerk	11	
2	Junior Clerk	11	
2	Naib Qasid/Process Server	1	
11	Total		

OFFICE OF THE ASSISTANT DIRECTOR EM-II

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director EM	17	
1	Office Assistant	16	
2	Senior Clerk	14	
1	Site Inspector	11	
2	Junior Clerk	11	
2	Naib Qasid/ Process Server	1	
9	Total		

OFFICE OF THE DEPUTY DIRECTOR LM

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Deputy Director LM	18	
1	Office Superintendent	17	
1	Accountant	15	
1	Stenographer	14	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Qasid	3	
7	Total		

OFFICE OF THE LAND ACQUISITION COLLECTOR

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Tehsildar /Land Acquisition Collector	16/17	
1	Head Clerk/Office Assistant	16	
1	Senior Clerk	14	
1	Qanungo	11	
2	Junior Clerk	11	
6	Patwari	9	
2	Naib Qasid	1	Process Server
14	Total		

OFFICE OF THE ASSISTANT DIRECTOR LM

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director LM	17	
1	Estate Supervisor	14	
3	Senior Clerk	14	
1	Accounts Clerk	11	
2	Site Inspector	11	
2	Junior Clerk	11	
2	Naib Qasid	1	Process Server
12	Total		

OFFICE OF THE ASSISTANT DIRECTOR KATCHI ABADI

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Assistant Director	17	
1	Office Assistant	16	
1	Senior Clerk	14	
1	Site Inspector	11	
1	Accounts Clerk	11	
2	Junior Clerk	11	
2	Patwari	9	
2	Naib Qasid	1	Process Server
11	Total		

OFFICE OF THE DEPUTY DIRECTOR LEGAL

POSTS 16-17	ESTABLISHMENT	BPS	REMARKS
1	Deputy Director Legal	18	
1	Litigation Officer	16	
1	Senior Clerk	14	
1	Stenographer	14	
1	Accounts Clerk	11	
1	Naib Qasid	1	Process Server
6	Total		

OFFICE OF THE ASSISTANT DIRECTOR LEGAL-I

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
3	Legal Advisor (Fixed Pay)	Part Time	For High/Labour Court/Metro
1	Office Assistant/Head Clerk	16	
1	Senior Clerk / Clerk of Court	14	
4	Junior Clerk / Clerk of Court	11	
2	Naib Qasid/ Dak Runner	1	Process Server
12	Total		

OFFICE OF THE ASSISTANT DIRECTOR LEGAL-II

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Assistant Director	17	
4	Legal Advisor (Fixed Pay)	Part Time	For Civil Courts
1	Office Assistant/Head Clerk	16	
1	Senior Clerk / Clerk of Court	14	
4	Junior Clerk / Clerk of Court	11	
2	Naib Qasid	1	Process Server
13	Total		

OFFICE OF THE SUB REGISTRAR

POSTS	ESTABLISHMENT	BPS	REMARKS
16-17			
1	Sub Registrar/ AD Registration	17	
1	Senior Clerk	14	
1	Junior Clerk	11	
1	Naib Qasid	1	
4	Total		
115	GRAND TOTAL DIRECTORATE OF E&LM		

Removal of Doubt.

As transition to new organization may generate variation in posts, change of scales and other issues. Keeping this in mind following guidelines be adhered to:-

- i. The posts of Khalasi, Process Server, Dak Runner, House Orderly, Cooli etc are being re-designated as Naib Qasid. Therefore designated Naib Qasid shall perform same duties. Similarly the post of Daftri is re-designated as Qasid. However in case of higher scale, they shall continue to take pay as per their given scale.
- ii. The post of Store Keeper/Reader/Urdu Typist re-designated as Senior Clerk.
- iii. The post of Record Keeper re-designated as Junior Clerk.
- iv. The post of Computer Operator/Tel Attendant re-designated as Tel: Attendant (BS-5).
- v. The post of Work Supervisor re-designated as Enforcement Inspector.
- vi. The post of Senior Scale Stenographer re-designated as Personal Assistant.
- vii. The post of Investigator re-designated as Estate Supervisor.
- viii. The post of Land Control Supervisor re-designated as Superintendent Enforcement.

- ix. Seniority list of Sub-Engineers and Building Inspectors shall be prepared separately. MTS shall be grouped with Sub Engineers for further promotion to AD Engg./SDO – II/B.
- x. Seniority list of Draftsman (Diploma in Architecture) and 3D Designer shall be grouped together for further promotion to Senior/Head Draftsman.
- xi. Seniority of Senior Sub-Engineer BS-16 and Senior Building Inspector BS-16 towards further promotion for BS-17 shall be determined from the date of initial appointment or date of regularization which where is applicable after passing departmental examination.
- xii. Seniority list of Sub-Engineer (Diploma in Mechanical)/ Mech. Supervisor shall be grouped together for further promotion to Motor Transport Supervisor.
- xiii. Only 1/3 of those Sub-Engineers (BS-11) shall be upgraded to the post of Senior Sub-Engineer (BS-16) who has completed the 10 years of service and cleared prescribed Departmental Promotion Examination.
- xiv. Till the approval of posts of Chief Engineer and Chief Town Planner, the designated Personal Secretaries to these offices shall be working with Director Engineering and Advisor(s).
- xv. These arrangements shall not effect existing pay scales if validly given/notified.
- xvi. If vacancies of any post are reduced and incumbents are available more than estimated for FY – 2016/17, in that case they would continue to avail existing pay scale even after approval of this schedule.
- xvii. Govt. of Punjab, Finance Department letter No.FD.PC-14-3/76 Dated 16th Oct, 1990 shall be complied in relation to nomenclature of Draftsman in MDA. Nomenclature used in C&W shall be adhered to in Engineering Directorates and nomenclature used in Architectural Dept. shall be adhered to in TP Directorates.
- xviii. In any other case, decision of Director General shall be final and in writing.