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GOVERNMENT OF THE PUNJAB
LAW AND PARLIAMENTARY AFFAIRS DEPARTMENT

NOTIFICATION
(97 of 2025)

20 JUNE 2025

Notification No.SOR-III(S&GAD)1-12/2000(P), dated 17.06.2025 issued by the Regulations Wing of Services and General Administration Department, is hereby published in the Punjab Gazette (Extraordinary) for general information:

GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION DEPARTMENT
(REGULATIONS WING)

Dated Lahore, the 17th June, 2025

NOTIFICATION

No.SOR-III(S&GAD)1-12/2000(P).- In exercise of the powers conferred under section 23 of the Punjab Civil Servants Act, 1974 (*VIII of 1974*), Governor of the Punjab is pleased to make the following rules:

1. **Short title, commencement and application.-** (1) These rules may be cited as the PMS (Probationers) Training, Final Passing Out Examination and Seniority Rules 2025.

(2) They shall come into force at once.

(3) They shall apply to PMS (BS-17) officers appointed on the recommendations of the Commission.

2. **Definitions.-** (1) In the rules, unless the subject or context requires otherwise:

(a) "Act" means the Punjab Civil Servants Act, 1974 (VIII of 1974);

(b) "Competent Authority" means the Additional Chief Secretary, Services and General Administration Department;

(c) "Curriculum Review Committee" means the committee constituted under rule 3;

(d) "evaluation" means any exercise or test approved by the training institution, which is intended to test the probationer in a field of training during the training programme;

(e) "examination" means final passing out examination for PMS (probationers) appointed through the combined competitive examination including persons appointed against the 5% quota, as prescribed under the Punjab Provincial Management Service Rules, 2004;

(f) "PMS" means the Provincial Management Service;

(g) "probationer" means a person appointed to a post through the combined competitive examination including persons appointed against the 5% quota as prescribed under the Punjab Provincial Management Service Rules, 2004; and

(h) "training institution" means the Management and Professional Development Department.

(2) A word or expression used but not defined in the rules shall have the same meaning as assigned to it in the Act and rules made thereunder.

3. Curriculum Review Committee.- (1) The following shall be the Curriculum Review Committee:

(a)	Additional Chief Secretary, Services and General Administration Department	Chairperson
(b)	Secretary, Law and Parliamentary Affairs Department	Member
(c)	Secretary, Management and Professional Development Department	Member
(d)	Additional Secretary (Admn), Services and General Administration Department	Member/ Secretary
(e)	any member co-opted by the Committee	Member

(2) The Curriculum Review Committee shall specify and review the subjects and syllabus for the conduct of training and examination.

4. Training programme and evaluation.- (1) A probationer shall undergo training in the training institution.

(2) A probationer shall qualify every test to the satisfaction of the head of the training institution.

(3) A probationer shall be required to qualify the evaluation of the training institution.

5. Duration of training programme.- (1) A probationer shall undergo the following training and attachments as part of training programme:

(a)	period of training at the training institution	six months
(b)	period of attachment in the Secretariat	three months
(c)	period of attachment in field offices	three months

Provided that upon elevation of Excise and Taxation Officer as PMS officer after the revision of the merit list of combined competitive examination, the Excise and Taxation Officer who have already started post induction training or completed a specific period of training, as the case may be, shall be required to undergo only the remaining period of post induction training as PMS probationer.

(2) After the attachment period as mentioned in sub-rule (1), the probationer shall submit separate reports in the training institution about his learning in the Secretariat as well as in the field offices.

6. Effect of unsatisfactory completion of training programme.- (1) If on the conclusion of the training programme, the performance or conduct of the probationer is rated as unsatisfactory by the head of the training institution, the Competent Authority shall require such probationer to undergo such further training as it deems fit.

(2) If a probationer is prevented by sickness or any other adequate cause from completing a training programme to the satisfaction of the head of training institution, the Competent Authority shall require him to undergo such further training as it deems fit.

7. Bond.- (1) A probationer shall, before commencement of the training, execute a surety bond (with one surety) for such amount as the Competent Authority may specify by undertaking that he shall refund the amount of the surety bond and all other amounts paid to him or spent in connection with his training in the event of his failing to complete the training or resigning from his service during the period of training or within three years after training.

(2) A probationer who applies for any other job through proper channel after approval of the Competent Authority shall be exempted from refunding the amounts as mentioned in sub-rule (1).

8. Conduct of examination.- (1) The Commission shall conduct the examination comprising the subjects and syllabus as approved by the Curriculum Review Committee.

(2) The examination shall be held at least once every year on such dates as the Commission may notify.

9. Number of attempts.- (1) A probationer shall be eligible to appear in four successive examinations to be held immediately after completion of his training from the training institution.

(2) A probationer who fails to qualify in four successive attempts as provided under sub-rule (1) shall not be eligible to appear in a subsequent examination:

Provided that the Chief Secretary may, on the recommendations of the Competent Authority, allow one additional chance to appear in the subsequent examination:

Provided further that this rule not apply to a probationer;

(a) who is on training abroad with the approval of the Competent Authority; and

(b) who is on medical leave as per provisions of the Revised Leave Rules, 1981.

(3) Subject to the provisions of sub-rule (3), the absence from the examination without permission of the Competent Authority shall be deemed to be a failure to qualify in that examination and shall be counted towards the chance availed by him.

(4) Any candidate failing in one or more subject in the departmental examination held under the repealed rules shall be required to appear only in the said subject(s) in an examination.

(5) A probationer who availed any number of chances under the repealed rules shall only avail the remaining chances under the rules.

10. Qualifying standard.- The qualifying standard for the examination shall be forty-five percent (45%) of marks in each paper and fifty percent (50%) marks in the aggregate.

11. Grace marks.- A probationer who passes all papers except one paper in one attempt shall be allowed maximum five (05) grace marks in the remaining paper.

12. Exemption.- No one shall be entitled to any exemption from the examination on any ground whatsoever including professional or higher qualification.

13. Withholding of increments.- (1) A probationer who fails to qualify in the examination shall have his increments withheld until he qualifies such examination.

(2) The absence from examination without permission of the Competent Authority shall be deemed to be a failure to qualify in that examination and shall be counted towards the chance availed by him.

14. Action by the Competent Authority.- (1) A probationer who fails to comply with the provisions of the rules, or to obey any orders which he may receive from the Competent Authority or from the head of the training institution or from any faculty member of such training institution or an officer under whom he is receiving training or who neglects his probationary studies, or is guilty of conduct unbecoming of an officers shall, subject to notice of an opportunity of hearing, be liable to discharge from service or such other action as the Competent Authority may consider appropriate.

(2) A probationer who fails to qualify the examination in the number of attempts as prescribed in the rules shall be discharged from service under section 5 of the Act.

15. Travelling allowance.- An officer shall, in respect of journey which he may undertake for appearance in the examination, be entitled to travelling allowance as admissible under the Punjab Traveling Allowance Rules.

16. Seniority.- (1) The seniority of the probationers shall be determined by the Competent Authority after the examination.

(2) The inter se seniority of the probationers shall be determined on the basis of the marks obtained in the combined competitive examination/examination for selection against the 5% quota, evaluation marks obtained in the training institution and the marks obtained in examination with the following weightage:

(a)	combined competitive examination/	50%

	examination for selection against the 5% quota	
(b)	evaluation by training institution	25%
(c)	examination	25%

17. Repeal.- The PMS (Probationers) Training, Final Passing Out Examination and Seniority Rules 2012 are hereby repealed.

SECRETARY (REGULATIONS)
GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT"

(MUHAMMAD ASIF BALAL LODHI)
SECRETARY
Government of the Punjab
Law and Parliamentary Affairs Department