

APPENDIX B
Class I

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
1.	Chief Engineer	Rs. 2,500 – 2,750/-	-	Hundred percent by promotion from amongst the Superintending Engineers, who have an experience of working as such for a minimum period of two years.
2.	Superintending Engineer	Rs. 2,100 – 2,500	-	Hundred percent by promotion from amongst the Executive Engineer, who posses degree in Engineering or AMIE from a recognized university or institution and who have an experience of working as such for minimum period of six years.
3.	Executive Engineer	Rs. 1,400 – 2,100	-	Hundred percent by promotion from amongst the Sub Divisional Engineers, who have an experience of working as such for a minimum period of eight years.
4.	Manager Accounts and Finance	Rs. 2,100-2,500	(i) Should be Chartered Accountant or Indian Cost and Works Accountant with 8 to 10 years post qualification experience should have a knowledge of cost controls and performance budgeting (ii) Should have experience of budgetary and inventory control and dealings with financial institutions. (iii) Should be a member of Institution of Chartered Accountants of India and / or a member of Cost	7 years experience as Senior Accounts Officer working in the Board.

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
			and Works Accountants India.	
5.	Manager Personnel and General Administration	Rs. 2,100 – 2,500	First Class B. Sc. (Civil Engineering) with MBA or Post Graduate Degree / Diploma in Personnel Management. Should have work experience of 10 years on Civil Engineering Projects including experience in General Administration on such Projects / Organizations.	For Deputation: Superintending Engineer from PWD Public Health Branch For promotion: Should have served as Executive Engineer for a minimum period of 7 years and should have a minimum of 17 years of service to his credit on management on Public Health Engineering works / personnel.
6.	Secretary	Rs. 1,400 – 2,100	First Class Bachelors Degree in Art or Science and holding Membership of Institute of Company Secretaries of India with three years post membership experience in the line, handling work of similar nature in a Public Sector Undertaking or reputed Limited Private Undertaking. Other things being equal, persons with degree in law will be preferred.	For Promotion: Assistant Secretary with 5 years experience For deputation: An officer of the rank of Under Secretary working in Punjab government.
CLASS - II				
1.	Assistant Secretary	Rs. 1,200 – 1,700		Superintendent Grade I with at least 7 years experience and should be a Graduate.
2.	Senior Accounts Officer	Rs. 1,400 – 2,000	Chartered Accountant having an experience in commercial organization of repute, Corporation, Board or Government for 3	(i) By deputation from amongst the Accounts Officer working in A.G. organization, State Finance Department or Local Audit Department. He should have minimum

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
			<p>years</p> <p>OR</p> <p>Should have passed at least Intermediate examination of the Institute of Chartered Accountants of India & should have a minimum of 11 years experience as Senior Auditor in the Commercial Organization of repute, Corporation, Board or Government</p>	<p>experience of 15 years after passing SAS examination out of which 5 years must be as Accounts Officer.</p> <p>(ii) By promotion from amongst the Accounts Officers having an experience as such in the Board for at least 3 years.</p>
3.	Accounts Officer	Rs. 1,200 – 1,850	<p>Chartered Accountant having an experience in Commercial Organization of repute, Corporation, Board or Govt. for 1 year.</p> <p>OR</p> <p>Should have passed at least Intermediate examination of the Institute of Chartered Accountants of India and should have a minimum of 8 years</p>	<p>(i) By deputation from amongst Accounts Officer working in AG organization, State Finance Department or Local Audit Department. He should have a minimum experience of 12 years after having passed SAS Exam, out of which 2 years must be as an Accounts Officer.</p> <p>(ii) By promotion from amongst the Senior Auditors having an experience as such in the Board for at least 8 years.</p>

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
			experience as Senior Auditor in a Commercial Organization of repute, Corporation, Board or Government.	
4.	Audit Officer Internal Audit	Rs. 1,200 – 18,50	<p>Chartered Accountant having an experience in commercial organization of repute, corporation, Board or Govt. For 1 year.</p> <p>OR</p> <p>Should have passed at least Intermediate Examination of the Institute of Chartered Accountants of India and should have a minimum of 8 years experience as Senior Auditor in a Commercial Organization of repute, Corporation, Board, or Govt.</p>	<p>(i) By deputation from amongst Accounts Officer working in AG Finance Department or Local Audit Deptt. He should have a minimum experience of 12 years after having passed SAS Exam, out of which 2 years must be as an Accounts Officer.</p> <p>(ii) By promotion from amongst the Senior Auditor having an experience as such in the Board for at least 8 years.</p>
5.	Sub Divisional Engineer	Rs. 940 – 1,850 with 2 advance increments for Post Graduate	<p>Sixty percent by direct appointment.</p> <p>Should possess a degree in Engineering in Civil or Mechanical from a recognized University or Institution.</p>	<p>Forty percent by promotion.</p> <p>(a)(i) Out of forty percent twenty five percent from amongst the Junior Engineers, who possess a diploma in Engineering in Civil or Mechanical and who have an experience of working as such for a minimum period of ten years.</p> <p>(ii) Thirteen percent from amongst the Junior Engineers,</p>

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
				who possess a Degree in Engineering in Civil or Mech. or degree of AMIE from a recognized university or institution and who have an experience of working as such for a minimum period of three years after obtaining the aforesaid degree; and (iii) Two percent from amongst the Circle Head Draftsman or Divisional Head Draftsman who possess a degree in Engineering in Civil or Mechanical or a degree of AMIE from a recognized university or institution and who have an experience of working as such for a minimum period of two years.
6.	Private Secretary / Chairman	Rs. 825 – 1,580 plus Rs. 100 Special Pay	B.A. IInd division or M.A. with 120 w.p.m. in shorthand and 60 w.p.m. in type both in English and Punjabi. Should have a total experience of 8 – 10 years of which 3 – 4 years should be as PA to Senior Executives.	(i) By promotion: 5 years experience as P.A. to Managing Director. (ii) On deputation: Private Secretaries attached to Ministers / Secretaries serving in the Punjab Government.
7.	Superintendent Grade I	Rs. 825 – 1,580	Not envisaged	(i) By deputation from PWD, Public Health Branch (H.O.) cadre or from Punjab Civil Secretariat. (ii) By promotion from Superintendent Grade – II with 3 years experience in the Board.
CLASS - III				
1.	Senior auditor	Rs. 750 – 1,300	(i) Commerce Graduate with 3 – 4 years	Assistants / Accounts Clerks, who are Commerce

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
			<p>experience in Accounts.</p> <p style="text-align: center;">OR</p> <p>Should have passed at least Intermediate Examination of the Institute of Chartered Accountants of India.</p> <p>(ii) Experience of preparation of Final Accounts including Balance independently.</p> <p>(iii) Experience in dealing with Financial Institutions will be preferred.</p>	Graduates and have 5 years experience in the Board.
2.	P.A. to M.D.	Rs. 800 – 1,400 Rs. 50 as Special Pay	(i) Graduate with a speed of 120 w.p.m. in shorthand and 60 w.p.m. in typewriting both in English and Punjabi.	12 years experience as Stenographer / Steno-Typist out of which at least 5 years as Stenographer.
3.	Superintendent Grade - II	Rs. 800 – 1,400		Five years experience as Superintendent Grade – IV.
4.	Superintendent Grade - IV	Rs. 620 – 1,200		Five years experience as Assistant / Accounts Clerk
5.	Assistant / Accounts Clerks	Rs. 570 – 1,080	<p>(i) Graduate with two years Accounts experience in Govt. Board, Corporation or reputed private / Public Sector concern.</p> <p style="text-align: center;">OR</p> <p>(ii) A Commerce Graduate</p>	Three years experience as Senior Clerk / S.D.C.
6.	Stenographer	Rs. 570 – 1,080	(i) Graduate with a speed of 100 w.p.m. in shorthand and 40 w.p.m. in typewriting both in English and Punjabi.	Five years experience as Steno-typist.
7.	Steno-typist	Rs. 400 – 600 + Rs.	(i) Matric Ist Divn. or Hr. Sec.	From amongst Clerks possessing

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
		25 S.P.	/ Intermediate IInd Divn. or Graduate with a speed of 80 w.p.m. in shorthand and 30 w.p.m. in typewriting both in Punjabi and English.	speed in shorthand at 80 w.p.m. and in typewriting at 30 w.p.m. in Punjabi and English
8.	S.D.C's / Senior Clerks	Rs. 510 - 800		50% of the cadre strength of Clerks are placed in the scale of Rs. 510 – 800 of Senior Clerks by Selection Grade.
9.	Clerks	Rs. 400 - 600	(i) Matric Ist Divn. or Hr. Sec. / Intermediate with 2 nd Divn. or Graduate. Typewriting speed 30 w.p.m. in Punjabi and English.	
10.	Telephone Operator	Rs. 400 - 600	(i) Matric Ist Divn. or Hr. Sec. / Intermediate with 2 nd Divn. or Graduate. (ii) Experience of operating PBX system for 1 year in any Govt. / Private concern of repute.	
11.	Electrician	Rs. 400 - 600	(i) Electrical Course from I.T.Land Matric Ist Divn. or Hr. Sec. / Intermediate with 2 nd Divn. or Graduate.	
12.	Head Draftsman Grade I	Rs. 700 / 1,200		Eight years experience as Head Draftsman Grade II.
13.	Head Draftsman Grade II	Rs. 570-1,080		Four years experience as Assistant Draftsman
14.	Assistant Draftsman	Rs. 510-940	(i) Certificate in Civil Draftsmanship from State Board of Tech. Education or from any other recognized Institution by Punjab Government	Departmental Exam. of promotion as A.D.M. from the post of Tracer and 3 years minimum experience as Tracer
15.	Tracer	Rs. 400-600	(i) Matric Ist Divn. or Hr. Sec.	

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
			/ Intermediate 2 nd Divn. or Graduate with Drawing	
16.	Sectional Officer Civil / Mech. / Elec.	Rs. 700 – 1,200 (with two advance increments for those who are A.M.I.E OR Degree in Engineering at the time of first entry into service).	(i) Diploma in Civil / Mech. / etc. Engineering from the recognized Institution.	
17.	Surveyor	Rs. 450 – 800	Two years course in I.T.I. for surveying or from any Govt. recognized Institute. Preference will be given to candidates with experience	
18.	Car-Driver	Rs. 400-600 + Rs. 60 S.P. for Driver of Non – official Chairman	Preferably Matric with Driving licence and one year experience of driving	
19.	Duplicating Operator	Rs. 400-600	Matric with knowledge and experience of running duplicating machine	For promotion Matriculate Daftri / Jamadar / Peon with 2 years experience in the Board having knowledge of operation of Duplicating machine
CLASS – IV				
20.	Daftri	Rs. 300 –430 + Rs. 20 S.P.	(i) Under Matric with knowledge and experience of binding work	Five years experience as Peon with knowledge of binding work.
21.	Jamadar Peon	Rs. 300-430 + Rs. 20 S.P.		Five years experience as Peon and have experience of working with officer
22.	Peon	Rs. 300-430	(i) Under Matric and possesses knowledge of cycling	
23.	Sweeper	Rs. 300-430	(i) Under Matric and possesses knowledge of cycling	
24.	Chowkidar	Rs. 300-430	(i) Under Matric with good physique.	
25.	Ferro Khalasi	Rs. 300-430	(i) Under Matric with experience of preparing ammonia prints	

Serial No.	Designation of post	Pay Scale	Qualification for direct recruitment	Qualification for promotion or by deputation or transfer from PWD, Public Health Branch
			from tracing and cutting and trimming prints.	

Note:- 1. Pay scales of various categories as shown above are as per the corresponding categories of officers / employees in the Punjab Government at present. Any change in the Pay Scales in the Punjab government on various posts on subsequent dates will be applicable to the employees working in the Board.

2. All appointments to the posts by promotion shall be made on the basis of seniority – cum – merit and no person shall have any right for promotion merely on the basis of seniority. The Board also reserve the right to prescribe any test or examination for any promotion that may be considered necessary as provided in 2.4 (2)
3. The special pay to the Engineering Officers working in the Head Office of the Board shall be admissible on the similar pattern as is allowed to their counter parts in the Punjab P.W.D., Public Health Department.