



NATIONAL ASSEMBLY SECRETARIAT

No. F. 5(2)/2026-HRM-1 (96)

Islamabad, the 9th March, 2026

NOTIFICATION

Subject: **Setting-up of Departmental Promotion / Selection Committees**

In terms of section 2 (1)(t) of National Assembly Secretariat Employees Act, 2018 read with rule 4 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the Honourable Speaker has approved the following composition of Departmental Promotion Committees (DPCs)/Departmental Selection Committees (DSCs) for appointments in the Secretariat under section 6 of the Act *ibid*:-

- (A) **DPC / DSC - 1** (FOR POSTS IN BPS 22)
- | | |
|--|-------------|
| (1) Adviser on Legislation, Parliamentary Proceedings & Training | Chairperson |
| (2) Special Secretary (Special Initiatives) | Member |
| (3) Special Secretary (Parliamentary Diplomacy & Protocol) | Member |
- (B) **DPC / DSC - 2** (FOR POSTS IN BPS 20 & 21)
- | | |
|---|-------------|
| (1) Secretary | Chairperson |
| (2) Adviser on Legislation, Parliamentary Proceedings & Training | Member |
| (3) Additional Secretary (Admn) or Additional Secretary (Legislation) | Member |
| (4) Joint Secretary (HRM) or Joint Secretary (Finance) | Member |
| (5) Joint Secretary (Litigation) | Member |
- (C) **DPC / DSC - 3** (FOR POSTS IN BPS 17-19)
- | | |
|---|-------------|
| (1) Additional Secretary (Admn) or Additional Secretary (Legislation) | Chairperson |
| (2) Joint Secretary (HRM) | Member |
| (3) Joint Secretary (Finance) | Member |
| (4) Deputy Secretary (HRM) | Member |
| (5) Deputy Secretary (Admn-I) | Member |
- (D) **DPC / DSC - 4** (FOR POSTS IN BPS 16)
- | | |
|------------------------------------|-------------|
| (1) Joint Secretary (Litigation) | Chairperson |
| (2) Joint Secretary (HRM) | Member |
| (3) Joint Secretary (Finance) | Member |
| (4) Deputy Secretary (HRM) | Member |
| (5) Deputy Secretary (Legislation) | Member |
- (E) **DPC / DSC - 5** (FOR POSTS IN BPS 3-15)
- | | |
|--|-------------|
| (1) Deputy Secretary (HRM) | Chairperson |
| (2) Chief Finance and Accounts Officer (CF&AO) | Member |
| (3) Assistant Secretary / Section Officer (HRM-II) | Member |
| (4) Assistant Secretary / Section Officer (Discipline) | Member |
| (5) Assistant Secretary / Section Officer (Training) | Member |
- (F) **DPC / DSC - 6** (FOR POSTS IN BPS 1-2)
- | | |
|--|-------------|
| (1) Chief Finance and Accounts Officer (CF&AO) | Chairperson |
| (2) Assistant Secretary / Section Officer (HRM-II) | Member |
| (3) Assistant Secretary / Section Officer (Discipline) | Member |
| (4) Assistant Secretary / Section Officer (Training) | Member |
| (5) Assistant Secretary / Section Officer (Admn-I) | Member |

2. The quorum of a DPC /DSC shall be considered complete only when at least 75% of members as per proposed composition are in attendance. However, a representative of a member may attend on his behalf after the prior approval of Chairman of the relevant DPC / DSC.

3. This Notification supersedes all earlier Notifications on the same subject.

(Syed Mujahid Hussain)
Section Officer (HRM-I)

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All Chairpersons / Members of the DPCs / DSCs

Copy forwarded for information to:

- (1) Principal Secretary to the Hon'ble Speaker
- (2) Staff Officer to the Secretary
- (3) SO (HRM-II)
- (4) SO (Training & DSU)
- (5) SO (Discipline)
- (6) Branches / officers concerned
- (7) Notification Folder

(Syed Mujahid Hussain)
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