

**GOVERNMENT OF ¹KHYBER PAKHTUNKHWA
ESTABLISHMENT & ADMINISTRATION DEPARTMENT
NOTIFICATION**

Peshawar the, dated 6th April, 1985.

No. SO(O&M) S&GAD/3-3/1985,---In pursuance of the provision contained in Article 139 of the constitution of the Islamic Republic of Pakistan and in suppression of the ²Khyber Pakhtunkhwa Government Rules of Business, 1972, the Governor of the ³Khyber Pakhtunkhwa is pleased to make the following rules:

PART - A ---- GENERAL

1. SHORT TITLE AND COMMENCEMENT.

- (1) These rules may be called the ⁴Khyber Pakhtunkhwa Government Rules of Business, 1985.
- (2) They shall come into force at once.

2. DEFINITION .--- In these rules, unless the context otherwise requires.

- (a) **"Assembly"** means the Provincial Assembly of the ⁵Khyber Pakhtunkhwa;
- (b) **"Attached Department"** means a Department mentioned in column 3 of *Schedule-I*;
- (c) **"Business"** means all work done by Government;
- (d) **"Cabinet"** means the Cabinet of Ministers appointed under Article 132 of the Constitution and includes the Chief Minister appointed under Article 130 of the Constitution;
- (e) **"Case"** means a particular matter under consideration and includes all papers relating to it and required to enable the matter to be disposed of, viz: correspondence and notes and also any previous papers on the subject or subjects covered by it or connected with it;
- (f) **"Chief Secretary"** means the officer notified as such in the Gazette, who shall in addition to other Departments and functions that may be allotted to him from time to time, be incharge of the Establishment and Administration Department and shall also be the Secretary to the Cabinet;
- (g) **"Constitution"** means the Constitution of the Islamic Republic of Pakistan;
- (h) **"Department"** means a self-contained administrative unit in the Secretariat responsible for the conduct of business of Government in a distinct and specified sphere, and declared as such by the Government;
- (i) **"Federal Government"** means the Executive Government of the Islamic Republic of Pakistan;
- (j) **"Gazette"** means the official gazette of the ⁷Khyber Pakhtunkhwa.

¹ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

² Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

³ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

⁴ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

⁵ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

⁶Substituted vide Establishment & Administration Department letter No. SO(O&M)E&A/8-6/2001, dated 30-05-2001.

⁷ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

5. Administration of Compulsory Primary Education Act-1996.
6. Boys Scouts and Girls Guide Associations in ¹[Khyber Pakhtunkhwa].
7. Service matters except those entrusted to Establishment and Administration Department and District government.
- ²8. Curriculum.
9. Syllabus.
10. Planning.
11. Policy.]

³SCIENCE & TECHNOLOGY & INFORMATION

TECHNOLOGY DEPARTMENT

1. Human Resource Development.
2. Launching of R&D Programme and up-gradation of its infrastructure.
3. Restructuring of R&D Organizations.
4. Industrial Development.
5. Strengthening of policy, coordination and management structure.
6. Funding and project implementation mechanism.
7. To initiate Science & Information Technology Projects in the Province in Agriculture, Housing, Industry, Health, Education, Forestry, Energy, Pharmaceuticals and small Cottage Industry including pilot plant studies.
8. To monitor the outcome and results of Science & Technology Projects initiated in the province and provide policy guidelines to R&D institutions for their restructuring and enhancement of Science & Technology activities.
9. Planning, coordination, promotion and development of Science & Technology, monitoring & evaluation of research and development works, including scrutiny of development projects and coordination and development programmes in this field.
10. To advise provincial Govt. Departments and other institutions on the introduction and usage of Information Technology.
11. To promote usage of Information Technology and Science & Technology by awarding scholarships, awards, certificates, holding of seminars, workshops in service training and acquiring higher education.
12. To promote the education of Science and Information Technology in all the education instructions in phases.
13. To establish and oversee the working of Districts Science & Technology and Information Technology Department for input support in policy-making especially the following:
 - (a) Coordination with public & private sector for promotion of IT.

¹ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

² Added by No. SO(O&M)E&AD/2-17/2006-Vol-I Dated: 23rd June, 2011.

³ Inserted by Notification No. SO(O&M)S&GAD/2-24/2005, dated 4-5-2006.

- (b) Promotion of IT Education and Training.
- (c) Interfacing with National and International IT Markets and Industry.
- (d) Providing Business support to local IT Companies, in software export.
- (e) Development of strategies for E-commerce.
- (f) Over seeing establishment of IT parks etc.
- (g) Coordination with all relevant agencies.
- (h) Computerization in government departments.

¹Transport Department

1. Administration of Motor Vehicle Ordinance, 1965 and Rules framed thereunder.
2. Administration of Directorate of Transport ²Khyber Pakhtunkhwa, Provincial Transport Authority, District Regional Transport Authorities & ³Khyber Pakhtunkhwa Road Transport Board.
3. Inspection and checking of the documents of Motor Vehicles.
4. Inspection & Certification of road worthy vehicles.
5. Service matter except those entrusted to the Establishment and Administration Department.
6. Formulation of Transport Policy & Planning.
7. Research & Development (R&D).
8. Data Collection.
 - i) Vehicle Registration Data,
 - ii) Route permits statistics
 - iii) Accident Data.
 - iv) Traffic Courts.
 - v) Origin-Destination Studies.
9. Assistance in Legislation.
 - i) Updating of Highway Code.
 - ii) Review of Traffic Laws.
 - iii) Review of Traffic Safety Provisions.
 - iv) Review of Motor Vehicle Laws Rules.
10. Directorate of Transport ⁴Khyber Pakhtunkhwa, Provincial Transport Authority, District Regional Transport Authorities & ⁵Khyber Pakhtunkhwa Road Transport Board.
11. Coordination with other Government Departments Agencies both in public and private sectors.
12. Monitoring and evaluation of Transport related projects.

¹ Inserted by Notification No. SO(O&M)E&AD/2-35/2008, dated 18th September , 2008.

² Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

³ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

⁴ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011

⁵ Subs. Vide the Khyber Pakhtunkhwa Act No. IV of 2011