



GOVERNMENT OF SINDH

**THE
SINDH GOVERNMENT RULES OF
BUSINESS
1986
(As Amended up-to now)**

- (ix) "commission" means the Public Service Commission established for the Province of Sindh in pursuance of Article 242 of the Constitution;
- (x) "Constitution" means the Constitution of the Islamic Republic of Pakistan;
- (xi) "Department" means an administrative unit in the Secretariat responsible for the conduct of business in a specified sphere;
- (xii) "Gazette" means the Sindh Government Gazette;
- (xiii) "Government" means the Government of Sindh acting through Chief Minister or Chief Minister alongwith Ministers;
- (xiv) "Governor" means the Governor of Sindh;
- (xv) "Head of an Attached Department" means an officer shown in column 4 of Schedule-----I;
- (xvi) "Member" means a member of the Assembly;
- (xvii) "Minister" means a Minister appointed under Article 132 of the constitution;
- (xviii) "Schedule" Means a Schedule of these rules.
- (xix) "Secretariat" means the Departments referred to collectively;
- (xx) "Secretary" means and includes the Chief Secretary, Chairman, Additional Chief Secretary, Secretary, Special Secretary and Additional Secretary to Government incharge of a Department; (inserted vide Notification dated 08.11.2017) and
- (xxi) "Speaker" means the Speaker of the Assembly.

3. (i) There shall be Secretariat comprising the Departments specified in column 2 of Schedule-----I. Department
s
and their
business
 - (ii) The business shall be distributed amongst several Departments in the manner indicated in Schedule----II.
 - (iii) There shall be Attached Departments as shown in column 3 of Schedule---I.
 - (iv) The business of Government, other than the business transacted in the Secretariat or the attached Department shall be transacted in such manner as the Chief Minister may determine.
 4. (i) Each Department shall consist of a Secretary and such other officials subordinate to him as Government may determine: Organization
of
Department
- Provided that the same person may be Secretary of more than one Department:

- (iv) The cases enumerated in Schedule----V shall be submitted for information of the Governor.
- (v) The matters relating to Universities requiring orders of the Governor, as Chancellor shall be disposed of by him.
- (vi) Any case as may be specified generally or call for specifically by the Governor, shall be submitted to him for approval or information through the Chief Minister.
- (vii) A case submitted to the Governor shall include a summary containing relevant facts, points for decision and specific recommendations of the Cabinet or the Chief Minister as the case may be.
- (viii) All Summaries on which the Governor has passed orders, shall on their way back to the respective departments, be routed through Chief Secretary.

- 6. (i) The Governor may in accordance with the advice of the Chief Minister appoint --
 - (a) a Special Assistant to the Chief Minister;
 - (b) an Advisor to the Chief Minister in respect of a Department
- (ii) The Chief Minister may delegate all or any of the powers of Minister to such Advisor.

Appointment of Advisors, and Special Assistants.

PART III----- CHIEF MINISTER

- 7. (i) The Chief Minister may allocate to a Minister one or more Departments or part of a Department, but the Chief Minister shall have powers to pass order in any case concerning any Department without consulting the Minister of that Department.
- (ii) The Chief Minister may, in respect of any Department, delegate all or any of his powers under these rules to a Minister or an Advisor or Secretary of that Department.
- (iii) Any order passed by the Chief Minister or any authority to whom he has delegated his powers to pass such orders. [*] shall be deemed to be the order passed by the Government.

Allocation of Departments.

7-A. A Parliamentary Secretary for Department shall subject to any general or special order, issued by the Chief Minister in this behalf, deal with such Parliamentary affairs concerning that Department as may be entrusted to him by the Minister and perform such public relations and functions as may be entrusted to him by Minister;

Provided that a Parliamentary Secretary shall not be required to undertake any functions which may entail any interference in the internal working or administration of a Department, Attached Department or a Regional Office".

or dispute the Chief Minister shall make an appropriate order in the case submitted to him under rule 19 (i) (e). dispute.

- (iii) In case of any doubt or dispute as to the Department to which a case primarily pertains, the Chief Minister may, on such case being brought to his notice, give general or specific direction.

15. On Finance Department's refusal to accord concurrence to any case, the Department may submit after obtaining and incorporating the views of Finance Department, such case to the Chief Minister for his decision. Power in Financial matters.

16. No reference of important matter shall be made to the Federal Government or any other Provincial Government except under the orders of the Chief Minister. Matters involving federal and other Provincial Government.

17. (i) A case submitted to the Chief Minister shall include a Summary containing the relevant facts, points for decision and specific recommendations of the Minister and, if there is no Minister, of the Chief Secretary : Submission of cases.

Provided that in cases relating to service matters, the summary shall be routed through the Chief Secretary.

- (ii) All summaries on which the Chief Minister has passed orders, shall on their way back to the respective departments, be routed through the Chief Secretary.

18. The Chief Minister shall ----

- (i) communicate to the Governor all decisions of the Cabinet relating to the administration of the affairs of the Province and proposals for legislation; Duties of Chief Minister in relation to Governor.

- (ii) furnish such information relating to the administration of the affairs of the Province and proposals for legislation as the Governor may call for; and

- (iii) if the Governor so requires, to submit for consideration of the Cabinet any matter on which a decision has been taken by the Chief Minister or a Minister but which has not been considered by the Cabinet. Functions of the Ministers.

field;

- (e) be the Chairman of the Selection Board No.II constituted by Government for making appointments to tenure posts and other senior posts under Government in B-18 (which special pay) and B-19;
- (f) have the power to call for any case or information from any Department, Attached Department, Regional Office, or any other office; and
- (g) be the Secretary of the Cabinet.

22. The Secretary shall-----

Duties and
functions of
Secretary.

- (a) Assist the Minister, Chief Minister and Governor in formulation of Policy".
- (b) execute the sanctioned policy, and orders passed by the competent authority;
- (c) submit all proposals for legislation to the Cabinet in accordance with part VIII of these rules;
- (d) keep the Minister generally informed of the working of the Department and important cases disposed by him;
- (e) suggest a definite line of action while submitting a case for orders of the Minister;
- (f) have the power to call for any case or information from any Department, Attached Department, Regional Office, or any other office; and
- (g) issue, subject to any general or special orders of Government in this behalf standing orders specifying the cases or class of cases which may be disposed by an officer subordinate to him : and
- (h) ensure strict compliance of these rules in his Department.

23. (i) Instructions as to the manner of disposal of business of the Secretariat shall be issued by the Services & General Administration Department.
- (ii) Any doubt or dispute as to the Department to which a case primarily pertains shall be referred to the Chief Secretary, whose decision, subject to the general or special directions of the Chief Minister in this behalf, shall be final.

General
Procedure
for disposal
business

services under their control so as to secure consistency treatment;

- (c) securing to Government servants, the rights and privileges conferred on them by or under the Constitution or any other law for the time being in force;
 - (d) determining the strength and the terms and conditions of service of the personal staff of Ministers;
 - (e) disposing the petitions of the members of all Pakistan Services addressed to the President; and
 - (f) selecting officers, other than those of the rank of Secretary and above, for appointment under the Federal Government.
- (ii) No Department shall, without concurrence of the Services & General Administration Department, issue any order, other than an order in pursuance of any general or special delegation made by that Department involving :-
- (a) change in the scope of functions of a Department as specified in Schedule-II, or transfer of functions from one Department to another;
 - (b) re-organization or change in the status of Attached Departments or Regional or other offices directly administered by the Department;
 - (c) interpretation of rules and orders relating to service matters other than rules and orders issued by the Finance Department : and
 - (d) change in the terms and conditions of service or statutory rights and privileges of Government servants.
- (iii) No order in respect of emoluments or terms and conditions of service of any person working in the Finance Department shall be passed and no proposal for expenditure relating to that Department shall be sanctioned without prior concurrence of the Services & General Administration Department and for these matters the Chief Secretary shall exercise the functions of the Secretary, Finance Department.

27. The Home Secretary shall -----

- (a) keep the Chief Secretary informed generally of all matters affecting public tranquility; and
- (b) submit all cases likely to have major political repercussion to the Chief Minister through the Minister-in-Charge of the Home Department, if any, and the Governor.

Home
Department
manner of
submission
of certain
cases.

- (iv) No Department shall consult the Advocate-General, except-----
 - (a) through the Law Department;
 - (b) in accordance with the procedure laid down by the Law Department; and
 - (c) on specific points.
- (v) In case of disagreement between the Advocate-General and the law Department, the views of both the Law Department and the Advocate-General shall be conveyed verbatim to the Department concerned, which, if it does not accept the view of the Law Department, shall submit the case to the Law Minister for decision and, if necessary, the case shall be placed before the Chief Minister.

30. The Planning and Development Board, Sindh, Planning and Development Department shall co-ordinate the activities of the various Departments in the economic field, and all cases relating to matters of economic policy, planning co-ordination and development in particular, the following cases shall be referred to and processed by the Planning and Development Board, Sindh, Planning and Development Department –(inserted vide Notification dated 08.11.2017)
- Planning and Development Board, Sindh, Planning and Development Department
- (i) matters affecting or involving economic policy or any change or modification therein;
 - (ii) development schemes and major capital outlays;
 - (iii) all schemes and projects included in the five-year Plans;
 - (iv) any matter affecting more than one sector of economy of the Province; and
 - (v) all new expenditure of development nature.
31. (i) A case requiring the approval of Government shall be referred in complete form as far as possible to the Department concerned by the Head of Attached Department or Regional Office.
- Reference from Head of Attached Department
- (ii) The case referred under sub rule (i) may be settled in personal discussion between the Head of the Attached Department or the Regional Office and the Secretariat Officer dealing with the case.
32. (i) There shall be constituted a Secretaries' Committee, with the Chief Secretary as its Chairman, to facilitate co-ordination amongst the Departments, provide a venue for the consideration of matters of common interest and tender advice on any case that may be referred to it by the Chief Minister or the Cabinet.
- Secretaries Committee
- (ii) The Secretary who wishes a particular matter to be discussed in the meeting of the Secretaries' Committee, shall intimate the Services & General Administration Department about his intention of doing so and forward thirty-five copies of a brief note on the subject which would form the basis of discussion.
- (iii) The Services and General Administration Department shall issue notice of a meeting of the Secretaries' Committee, together with the agenda, well in

- (ii)
- (iii)

PART VII – CABINET PROCEDURE

36. (i) the Cabinet shall be collectively responsible for the advice tendered to, or the executive orders issued in the name of the Governor and each Minister shall be responsible for matters pertaining to his Department. Business brought before the Cabinet.
- (ii) Following cases shall be brought before the Cabinet :-
- (a) proposals for legislation, official or non-official, including money Bills;
 - (b) promulgation and withdrawal of Ordinance;
 - (c) annual Budget statement and other financial statements to be laid before the Assembly;
 - (d) all taxation proposals;
 - (e) cases involving vital political, economic and administrative policies;
 - (f) important reports and documents to be laid before the Assembly;
 - (g) cases which the Governor or the Chief Minister considers necessary for reference to the Cabinet; and
 - (h) any other case to be referred to the Cabinet under these rules.
37. (i) Cases referred to the Cabinet shall be disposed ----- Method of disposal by the Cabinet
- (a) by discussion in a meeting of the Cabinet;
 - (b) by circulation amongst Ministers; and
 - (c) by discussion in the meeting of a Committee of the Cabinet; provided that the decision of the Committee shall be ratified by the Cabinet unless the Committee is authorized to take final decision.
- (ii) Cabinet or Chief Minister may constitute Standing or Special Committees of the Cabinet, as the case may be, to deal with any particular case or class of cases, and determine the terms of reference and membership of such Committees.
38. (i) A case submitted to the Cabinet shall include a Self-contained Summary accompanied by relevant paper as appendices as are necessary for the proper appreciation of the case, the points for decision and the recommendations of the Minister: Submission of cases to the Cabinet

(iii) The Chief Minister shall preside over all meetings of the Cabinet;
Provided that in the absence of the Chief Minister any Minister nominated by him shall preside over such meetings.

(iv) Every decision taken by the Cabinet in the absence of the Chief Minister shall be submitted for his approval :

Provided that in case of urgency the Cabinet may direct that immediate action may be taken in anticipation of such approval.

(v) The Chief Secretary shall ordinarily send the agenda of the meeting, together with the Summaries relating to the items on the agenda to all Ministers not less than three days before the meeting, but in case of Special meetings, short notice may issue;

Provided that in case of urgency the Cabinet may direct that immediate action may be taken in anticipation of such approval.

(vi) A case shall not be discussed in the meeting of the Cabinet unless the Summary relating to it has first been circulated :

Provided that if the Chief Minister is satisfied he may dispense with the requirement of this sub-rule.

(vii) The Secretary shall, unless otherwise directed, attend the meeting of the Cabinet for which he shall be informed in advance and in the agenda of which any item relating to his Department is included.

(viii) In the absence of his Minister from Headquarters, if the Secretary considers that the discussion on any item, relating to his Department should await return of his Minister, he may request the Chief Secretary for its postponement.

(ix) A Minister or a Secretary may, if he considers necessary, request for withdrawal of the case pertaining to his Department from the agenda.

(x) The Chief Secretary shall ----

(a) attend all meetings of the Cabinet :

(b) prepare a brief record of the discussion which, in the absence of a special direction by the Cabinet, shall be of impersonal nature

(c) record the decision without any statement or reasons therefore;
and

(d) circulate among the Ministers, a copy of the record prepared under clauses (b) and (c) for their perusal and return within twenty-four hours.

(xi) If a Minister finds that there has been any mistake or omission in recording the minutes, he shall point it out to the Chief Secretary within twenty-four hours of the issue of the minutes and thereafter the Chief

not be passed down to other Departments or to other officers of the Department concerned unless it contains points requiring consideration or action in such other Departments or by those officers, as the case may be.

(iii) The Chief Secretary shall ensure implementation of each decision of the Cabinet and for that purpose, request the Secretary of the Department concerned to supply to him such documents and reports as he may require.

(iv) The Chief Secretary shall maintain record of each case submitted to the Cabinet, which shall consist of ----

- (a) a copy of all papers issued under rule 38(v), 39(i) and 40;
- (b) a copy of the record prepared under rules 38(x), 39 and 40; and
- (c) the documents received under rule 41 (iii).

43. (i) Proceedings of the meetings of the Cabinet and the record of the discussion in such meetings shall be secret.

Secrecy of
the Cabinet
meetings.

(ii) All papers submitted to the Cabinet shall be secret till decision of the Cabinet where-after the Secretary concerned shall, subject to any general or special orders of the Chief Secretary in this behalf, determine whether the papers shall continue to be classified as secret.

44. A Minister shall return to the Chief Secretary ----

Custody
of Cabinet
papers

(a) the papers sent to him under rule 39 immediately after recording his opinion;

(b) the agenda and supporting Summaries issued to him for the meeting of the Cabinet, immediately after the meeting has taken place;

(c) the papers relating to the discussions as well as the decisions of the Cabinet immediately after perusal; and

(d) reports of action taken on decisions of the Cabinet or other papers circulated for information, immediately after perusal, unless otherwise indicated.

PART VIII ----- LEGISLATION

45. (i) The Department administratively concerned shall determine the contents of the proposed legislation, consult the other Department, including Finance Department, if necessary, and refer it to the Law Department alongwith necessary papers which shall include a draft Bill together with Statement of Objects and Reasons and a self contained note explaining the background and the provisions of the Bill.

Official
Bills

Chief Minister, who shall advise the Governor to assent to the Bill.

- (ix) The Law Department shall convey the assent of the Governor to the Speaker through the Law Minister.

46. When the Governor has returned a Bill to the Provincial Assembly, it shall be reconsidered by the Provincial Assembly and if it is again passed, with or without amendment, by the Provincial Assembly, by Provincial Assembly, by the votes of the majority of the Assembly members of the Provincial Assembly present and voting, it shall be again presented to the Governor and the Governor, shall not withhold assent therefrom. Reconsideration of Bill by Provincial Assembly.
47. (i) On receipt of a notice to the introduction of a non-official Bill from the Assembly Secretariat, a Department shall--- Non-official bill and amendment
- (a) assess the administrative implications of the proposed legislation;
- (b) consult other Departments, including Finance Department, if necessary; and
- (c) obtain the advice of Law Department----
- (i) whether the Bill can be introduced in the Assembly and is otherwise in order; and
- (ii) whether previous consent to the Cabinet to its introduction is necessary.
- (iii) After the advice of the Law Department has been obtained and, where necessary, consultation with the Departments concerned has been made, the Department concerned shall obtain :-
- (a) instructions of the Cabinet regarding the provision of the Bill; and
- (b) decision of the Cabinet as to which of the following motions in the Assembly is to be supported :-
- (i) that it be taken into consideration by the Assembly either at once or at some future date to be specified;
- (ii) that it be referred to a Standing Committee or a Select Committee;
- (iii) that it be circulated for the purpose of eliciting opinion thereon; and
- (iv) that it be opposed; and
- (c) consent under Article 115 of the Constitution, if necessary to the introduction of the Bill in the Assembly.
- (iii) If it is decided by the Cabinet to support the Bill it shall be sent to the Law Department for vetting and giving legal shape before its introduction in the Assembly.
- (iv) The Department concerned shall prepare for the use of the Ministers

resolution, motion, question or any other business of the Assembly to enable it to regulate further action in respect thereof.

51. (v) On receipt of a communication relating to business of the Assembly from the law Department, Assembly Secretariat or any other authority, it shall immediately be brought to the notice of the Secretary and the Minister.
- (i) When an official resolution or motion is to be moved in the Assembly, the Department concerned shall, after consulting the Law Department and obtaining the approval of the cabinet forward it, together with a formal notice duly signed by the Minister, to the Secretary of the Assembly, who shall, if the resolution or motion is admitted by the Speaker, arrange for its inclusion in the official business of the Assembly.
- (ii) On receipt of a non-official resolution or motion from the Assembly, the Secretary of the Department concerned shall assess its administrative implications and examine whether the discussion would be detrimental to public interest.
- (iii) The resolution or motion referred to in sub-rule (ii) shall be submitted to the Cabinet or in case the time does not so permit, to the Chief Minister, for orders.
- (iv) The Department concerned shall prepare a brief regarding each resolution or motion, official or non-official, for use of the Minister.
- (v) After a resolution or motion has been adopted by the Assembly it shall be forwarded by the Assembly Secretariat to the Department concerned for appropriate action.
52. (i) On receipt from the Assembly Secretariat of a question proposed to be asked in the Assembly, the Department concerned with the approval of the Minister shall draft a reply thereto and forward the specified number of copies thereof to the Assembly Secretariat not less than one day before the day on which it is to be asked.
- (ii) In the case of a starred question to be asked in the Assembly, the Department concerned shall prepare a brief for the use of the Minister to enable him to answer any supplementary question.
- (iii) The Assembly Secretariat shall forward a copy of the supplementary question asked in the Assembly and the reply giving thereto, to the Department concerned as soon as possible after the day's sitting of the Assembly.
- (iv) The Department concerned shall be responsible for giving effect to the undertaking given by the Minister in reply to any question asked in the Assembly.
53. (i) The Finance Department shall intimate to the Secretary of the Assembly the date on which the annual budget is proposed to be presented and on receipt of such intimation the Secretary of the Assembly shall obtain the orders of the Chief Minister through the Chief Secretary and notify in the

Resolutions
and motions

Questions

Budget

Department.

- (iv) No person other than a Minister, Secretary or such other officer as may be authorized, shall act as Official spokesman of Government.

57. (i) Correspondence in respect of subjects allocated to a Department shall, subject to rule 16, be conducted direct by that Department with the Federal Government or any Provincial Government ordinarily by addressing a communication to the Secretary of the Ministry or the Department, as the case may be.

Channel of
Communi-
cation.

- (ii) Correspondence with the Government of a foreign country, a Pakistan Diplomatic Mission abroad, a foreign mission in Pakistan or an international organization, shall normally be conducted through the Foreign Affairs Division of the Federal Government or in accordance with general or special orders issued by that Division.

- (iii) Correspondence with the headquarters of the Defense Services, namely, General Headquarters, Naval Headquarters or Air Headquarters or their subordinate formations shall be conducted through the Defense Division of the Federal Government or in accordance with general or special orders issued by the Division:

Provided that this sub-rule shall not effect normal communications between the Services Commander and the Civil authorities of his area, or interdepartmental discussion in which representative of Services are required to take part.

- (iv) Correspondence between a Department and an Attached Department or Regional Office of another Department shall be conducted through the Secretary of the latter Department.

58. (i) No officer other than Secretary, Additional Secretary or Joint Secretary, shall take the initiative in approaching a Minister in connection with official business and if Additional Secretary or Joint Secretary holds an oral discussion with the Minister, he shall communicate the points made during the discussion to his Secretary at the first possible opportunity.

Transaction
of
business.

- (ii) If a case relating to an Attached Department or a Regional Office is held up in the Department or the Head of such Attached Department or Regional Office disagree with any decision of the Department, he may seek an interview with the Minister:

Provided that the Secretary concerned shall be informed of the proposed interview so that he can be present to enable the Minister to hear both sides of the case before passing his orders.

59. The Governor may permit, where he considers it necessary relaxation of the provisions of these rules in individual cases.

Relaxation

		v. Charter Inspection and Evaluation Committee (deleted vide Notification No. SORI(S&GAD)2-4/2016^(Edu.) dated 20.10.2016). vi. Sindhi Adabhi Board. vii. Education Works for Colleges. viii. Construction of Colleges through Consultants. ix. Search Committee. x. Accreditation Board/Service Delivery Commission. xi. Directorate of Inspection/Registration of Private Colleges. xii. Directorate of Human Resource and Training for Colleges. xiii. Directorate of Monitoring and Evaluation for Colleges.	v. Chairman, Charter Inspection and Evaluation Committee (deleted vide Notification No. SORI(S&GAD)2-4/2016^(Edu.) dated 20.10.2016). vi. Chairman Sindhi Adabhi Board. vii. Chief Engineer, Education Works for Colleges. viii. Project Director/Director, Construction of Colleges through Consultants. ix. Chairman, Search Committee. x. Chairman, Accreditation Board/Service Delivery Commission. xi. Director General, Directorate of Inspection/Registration of Private Institutions. xii. Director, Directorate of Human Resource and Training for Colleges. xiii. Director General, Directorate of Monitoring and Evaluation for Colleges.
6.	Cooperative Department	i) Cooperative Department. ii) Sindh Cooperative Housing Authority. Substituted vide Notification No. SORI(S&GAD)2-4/2017 dated 02.10.2017	i) Registrar of Co-operative Societies Sindh. ii) Managing Director, Sindh Cooperative Housing Authority. Substituted vide Notification No. SORI(S&GAD)2-4/2017 dated 02.10.2017

11.	Food Department	Directorate of Food	Director Food
12.	Forest & Wildlife Department Substituted vide Notification No. SORI(S&GAD)2-4/2013 ^(Env.) dated 19.11.2018	(i) Riverine & Inland Forests Department, Sindh (ii) Mangroves & Rangelands Forest Department, Sindh (iii) Social Forestry Department, Sindh (iv) Wildlife Department, Sindh	(i) Chief Conservator of Forests, Riverine & Inland forests Department, Sindh at Hyderabad. (ii) Chief Conservator of Forests, Mangroves & Rangelands Forest Department, Sindh at Karachi. (iii) Chief Conservator of Forests, Social forestry Department, Sindh at Hyderabad. (iv) Conservator Wildlife Department, Sindh.
13.	Governor's Secretariat including Military Secretary Wing	--	--
14.	Higher, Technical Education & Research Department Deleted vide Notification No. SORI(S&GAD)2-4/2016 ^(Edu.) dated 06.10.2016	Deleted vide Notification No. SORI(S&GAD)2-4/2016 ^(Edu.) dated 06.10.2016	Deleted vide Notification No. SORI(S&GAD)2-4/2016 ^(Edu.) dated 06.10.2016
15.	Home Department	(i) Police (ii) Civil Defence (iii) Prison	(i) Inspector General of Police (ii) Director of Civil Defence (iii) Inspector General of Prisons
15-A	Human Rights Department (inserted vide Notification dated 02.12.2016)	i) Sindh Human Rights Commission; ii) Directorate of Human Rights; iii) Treaty Implementation Cell (substituted vide Notification dated 06.07.2018)	i) Chairman Sindh Human Rights Commission; ii) Director, Human Rights; iii) Executive Coordinator (substituted vide Notification dated 06.07.2018)
15-B	Human Settlement, Spatial Development and Social Housing Department (inserted vide Notification dated 29.03.2019)	i) Sindh Katchi Abadis Authority ii) Directorate of Spatial Development	i) Director General, Sindh Katchi Abadis Authority ii) Director, Spatial Development
16.	Information Department (substituted vide Notification dated 02.01.2020)	Information Department	Director General, Public Relations.
17.	Information, Science & Technology Department	---	---
18.	Industries & Commerce Department	(i) Industries & Commerce Department	(i) Director Industries (ii) Controller, Printing and

			dated 22.08.2017.
25.	Mines & Mineral Development Department	(i) Inspectorate of Mines (ii) Mineral Development Department	(i) Chief Inspector of Mines (ii) Director of Mineral Development
26.	Minorities Affairs Department	Directorate of Minorities Affairs	Director of Minorities Affairs
27.	Planning and Development Board Sindh, Planning and Development Department Substituted by Notification dated 08.11.2017	(i) Bureau of Statistics (ii) Directorate of Urban, Regional Policy & Strategic Planning. (Inserted vide Notification dated 29.06.2021)	(i) Director General Bureau of Statistics (ii) Director General, Regional Policy & Strategic Planning (Inserted vide Notification dated 29.06.2021)
28.	Population Welfare Department	Directorate of Population Welfare	Director General Population Welfare
29.	Primary Health (BHU, RHC and Vertical Programmes) Department	To be decided by CM Sindh.	To be decided by CM Sindh.
29-A	Public Health Engineering & Rural Development Department Inserted vide Notification No. SORI(S&GAD)2-4/2013 ^(Restr/P-I) dated 21.09.2015	i. Public Health Engineering Department, Hyderabad. ii. Public Health Engineering Department, Sukkur. iii. Rural Dev. Department. Substituted vide Notification No. SORI(S&GAD)2-4/2013 ^(SID) dated 09.06.2017	i. Chief Engineer, Public Health Engineering Department, Hyderabad. ii. Chief Engineer, Public Health Engineering Department, Sukkur. iii. Director General Rural Development Hyderabad. Substituted vide Notification No. SORI(S&GAD)2-4/2013 ^(SID) dated 09.06.2017
30.	Rehabilitation Department	Provincial Disaster Management Authority, Sindh added vide Notification No. SORI(S&GAD)2-4/2001 ^(Reh.) dated 15.10.2015	Director General, Provincial Disaster Management Authority, Sindh. added vide Notification No. SORI(S&GAD)2-4/2001 ^(Reh.) dated 15.10.2015
31.	Secondary Health (Rest of Health)	To be decided by CM Sindh.	To be decided by CM Sindh.
32.	School Education and Literacy Department Substituted vide Notification No. SORI(S&GAD)2-4/2016 ^(Edu.) dated 30.06.2017	i. Directorates of Schools Education (Primary/Elementary), Secondary and Higher Secondary). ii. Directorate of Curriculum, Assessment and Research. iii. Provincial Institute of	i. Director Schools Education, (Primary)/Elementary, Secondary and Higher Secondary). ii. Director, Directorate of Curriculum, Assessment and Research.

			xviii. Project Director/Director. xix. Executive Director. xx. Chairman.
33.	Services, General Administration & Coordination Department (i) Services, (ii) GA, (iii) I&C and (iv) TM&R Wings) (Substituted vide Notification dated 20.03.2018)	(i) Enquires & Anti-Corruption Establishment (ii) Sindh Public Service Commission (iii) Sindh Service Tribunal (Deleted vide Notification No. SORI(S&GAD)Misc-40/2001(P-I) dated 14.02.2014) (iv) Sindh Civil Services Academy (deleted vide Notification dated 20.03.2018). (v) Zulfiqar Abad Dev. Authority (vi) Chief Minister's Inspection, Enquiries & Implementation Team (CMIE&T) (Inserted vide Notification dated 28.02.2019)	(i) Chairman, Enquires & Anti-Corruption Establishment (ii) Chairman, Sindh Public Service Commission (iii) Chairman SST(Deleted vide Notification No. SORI(S&GAD)Misc-40/2001(P-I) dated 14.02.2014) (iv) Director General, Sindh Civil Services Academy (deleted vide Notification dated 20.03.2018). (v) Managing Director, Zulfiqar Abad Development Authority (vi) Chief Minister's Inspection, Enquiries & Implementation Team (CMIE&T) (Inserted vide Notification dated 28.02.2019)
34.	Social Welfare Department	-----	-----
35.	Corrigendum No. SORI(S&GAD)2-4/2001 ^(SE) dated 06.08.2018		
35-A	Special Initiative Department Deleted vide Notification No. SORI(S&GAD)2-4/2013 ^(SID) dated 19.02.2018		
36.	Sports & Youth Affairs Department	(i) Directorate of Sports (ii) Directorate of Youth Affairs	(i) Director of Sports (ii) Director of Youth Affairs
37.	Transport & Mass Transit Department	---	
37-A	Universities and Boards Department	i) Sindh Technical Education and Vocational Training Authority. ii) Sindh Higher Education Commission (inserted vide Notification No. SORI(S&GAD)2-4/2016 (Edu.) dated 20.10.2016.	i) Managing Director, Sindh Technical Education and Vocational Training Authority. ii) Chairman, Sindh Higher Education Commission (inserted vide Notification No. SORI(S&GAD)2-4/2016 (Edu.) dated 20.10.2016.

SCHEDULE- II
(See rule 3 (ii))
Distribution of Business among Departments.

1 – AGRICULTURE, SUPPLY & PRICES DEPARTMENT.

1. Agriculture Education and Research.
2. Matters relating to Agriculture University.
3. Control over the price and distribution of Sugarcane.
4. Collection and compilation of Agricultural Statistics.
5. Experimental and demonstrations farms
6. Improvement of agricultural methods.
7. Matters connected with Agricultural census
8. Procurement and distribution of improved varieties of Seed and fertilizer.
9. Protection against insects and pests and prevention of plant diseases including plant protection work.
10. Soil conservation in canal Irrigated Zones
11. Control on price and distribution of civil supplies.
12. All matters connected with Profiteering and Hoarding as provided in-
 - a) The Sindh Registration of Godowns Act, 1995, and rules there under;
 - b) The Sindh Essential Commodities Price Control and Prevention of Profiteering and Hoarding Act, 2005: and
 - c) The Sindh Consumer Protection Ordinance, 2007||.
13. Enforcement of Weights and Measures Standard under the Sindh Standard Weights & Measures Enforcement Act, 1975.
14. Services Matters except those entrusted to the Services, General Administration and Coordination Department.

(Entries at Sr. No. 12 to 15 pertaining to erstwhile Supply & Prices Department amalgamated in the merged Department)

2 - AUQAF, RELIGIOUS
ZAKAT AND USHR DEPARTMENT

1. Religious Affairs.
2. Hajj.
3. Auqaf.
4. Council of Islamic Ideology.
5. Coordination with Federal Government on all matters of Religious Affairs.
6. Exchange of visits of scholars of Islamic learning and education.
7. Islamic Studies and Research, including holding of Seminars, Conferences and Meetings on related Subjects.
8. Islamic Moral Standards.
9. Printing and Publication of the HOLY QURAN.
10. Training and education of Ulema and Khatibs.
11. Tabligh.
12. Nazim-e-Salat.
18. Zakat and allied matters.
19. Ushr and allied matters:
20. Services Matters except those entrusted to the Services, General Administration and Coordination Department.

3. Participation of the Public Representatives in law and order and development activities.
4. (Deleted vide Notification dated 28.02.2019).
5. (Deleted vide Notification dated 28.02.2019).
6. Educational Boards and Universities.
7. Matters relating to Sindh Technical Education and Vocational Training Authority (STEVTa).
Deleted vide Notification dated 29.02.2016
8. Deleted vide Notification No. SORI(S&GAD)Misc-30/2010 dated 03.10.2017.
9. Sindh Revenue Board (substituted vide Notification dated 8th March, 2016).
10. Sindh Higher Education Commission through the Chief Secretary, Sindh (Deleted vide Notification No. SORI(S&GAD)2-4/2016^(Education) dated 20.10.2016).

5. COLLEGE EDUCATION DEPARTMENT

Inserted vide Notification No. SORI(S&GAD)2-4/2016^(Edu.) dated 06.10.2016

1. Legislation, policy formulation and sectoral planning.
2. College Education including commerce education.
3. University education excluding universities attached to other administrative departments i.e. Health, Livestock and Agriculture (Deleted vide Notification No. SORI(S&GAD)2-4/2016^(Education) dated 20.10.2016).
4. Coordination of schemes for higher studies abroad.
5. Grant of scholarships.
6. Promotion of scientific research.
7. Production and distribution of education and scientific films.
8. Organization of all public libraries including municipal and other libraries and to keep liaison with universities, colleges and special libraries for improving the standard of research and scholarship and further development of library science.
9. Copyrights for colleges.
10. Public Private Partnership.
11. Improvement of scientific, technology and professional education.
12. Evaluation of the Performance of Institutions.
13. Development and Funding of higher education in public and private sector.
14. Regulation of higher education in public and private sector.
15. Polytechnic and Vocational Schools (Deleted vide Notification No. SORI(S&GAD)2-4/2016^(Education) dated 20.10.2016).
16. Engineering Works pertaining to Higher Education relating to construction and maintenance of network of colleges, technical education, etc.
17. Grant of charter to award degrees in both public and private sector (Deleted vide Notification No. SORI(S&GAD)2-4/2016^(Education) dated 20.10.2016).
18. Linkages between Institutions and Industry as well as National and International Organization.
19. Examination and assessment.
20. Equivalence and recognition of degrees, diplomas and certificates awarded by Institutions within the country and abroad.
21. Performance evaluation and guidelines as regards minimum criteria and qualifications for appointment, promotion, salary structure and other terms and conditions of service of faculty.
22. Endowment Fund for higher education.
23. Curriculum and syllabus.
24. Centers of excellence.
25. Service matters except those entrusted to services, General Administration and Coordination Department.
26. Data and archiving Center.
27. Regulating private colleges.
28. Construction of colleges through Consultants.

(7-A): DEPARTMENT OF EMPOWERMENT OF PERSONS WITH DISABILITIES
Substituted vide Notification dated 01/06/2018 Corrigendum dated 06.08.2018

1. Legislation and policy formulation for persons with disabilities.
2. Implementation of UN Convention on the rights of person with disabilities in Sindh.
3. Matters relating to rehabilitation, education and vocational training of children/persons with disabilities.
4. Training of Teachers' and rehabilitation professionals related to persons with disabilities.
5. Development of curriculum for special education and vocational training.
6. Printing of Braille books and cultural activities of children and persons with disabilities.
7. Sports, recreation, leisure and cultural activities of children and persons with disabilities.
8. Campaign for public awareness, social integration and friendly environment for children and persons with disabilities.
9. Welfare, social protection and economic rehabilitation of persons/children with disabilities.
10. Registration of children/persons with disabilities and maintaining of database of children/persons with disabilities.
11. Registration of Institutions providing care, rehabilitation, education to children/persons with disabilities and grants to such Institutions.
12. Research on the issues of children/persons with disabilities and establishment of centers of excellence.
13. Budget, accounts and audit matters and purchase of stores and capital goods for the department.
14. Service matters except those entrusted to Services, General Administration and Coordination Department.
15. Matters incidental and ancillary to the above subjects.

8 - ENERGY DEPARTMENT

1. Administration of the Electricity Act, 1910 and other Acts on the subjects.
2. Assessment and collection of taxes on electricity under the Sindh Finance Act, 1964.
3. All relevant matters under laws relating to Petroleum, Power, energy and gas.
4. Development of Power Generation by exploiting oil, gas and hydro resources.
5. Development of power policy in consultation with other allied Departments.
6. Review and updating of regulatory framework to promote fast-track investment in energy projects.
7. Public Private partnership for energy production, conservation, efficiency and audit.
8. Close coordination with the Federal Government in respect of grant of licenses for oil and gas exploration and cooperation with such companies and organizations undertaking such ventures.
9. Grant and renovation of license of Electric Supply Companies and acquisition of electric undertakings.
10. Monitoring of electricity tariff.
11. Determination of rates of supply to consumers in bulk and otherwise and prescribed tariffs except where entrusted to WAPDA.
12. Matters connected with Tube well electrification.
13. All matters pertaining and auxiliary to hydro power stations of WAPDA or any other public/private sector agency located.
14. Electrical accidents in connection with generating, transmission, distribution and use of electric energy.
15. Standardization of Specification in respect of electric appliances, machinery and installations.

9 - EXCISE, TAXATION & NARCOTICS CONTROL DEPARTMENT

Substituted vide Notification No. SORI(S&GAD)2-4/2013^(E&T) dated 26.07.2017

1. Control of tobacco, opium, hemp, narcotics, liquor and intoxicating preparations import licenses and contracts relating thereto and excise taxes thereon.
2. Assessments and collection of taxes on-
Professions, trades, callings, employments;
Advertisements;
Buildings and projections;
Hotels; and
Motor vehicles.
Cinemas and other entertainments, Luxuries, battings, Urban immovable properties;
3. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

10 - FINANCE DEPARTMENT

1. Administration of public revenue, save as otherwise provided.
2. Assets and liabilities Committees.
3. Audit of receipt and expenditure.
4. Banking.
5. Communication of financial sanctions.
6. Creation of new posts and examination of schemes of new expenditure.
7. Examination of all proposals for the increase or reduction of taxes.
8. Examination and advice on matters affecting directly or in-directly the finances of the Provinces, including.
grants, contribution other allowances and honoraria, Contingences recoveries form and payment to Govt. departments and cases relating such as defaulters embezzlement and other cases.
Emoluments pensions and allowances; and
Loans and advances to Government servants.
9. Floatation and administration of Provincial Loans.
10. Framing of financial rules for guidance of Government Departments and supervision of maintenance of accounts.
11. Local Audit Department.
12. Management of public funds, viz;
supervision and control of Provincial finances;
preparation of Provincial Budget;
Preparation of supplementary estimates and demands for excess grants.
Appropriations and re-appropriations; and
(e) Ways and Means.
13. Public accounts and public Accounts Committee.
14. Public Debt.
15. Report of Auditor General.
16. Treasuries and Sub-Treasuries.
17. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

11 - FOOD DEPARTMENT

1. Administration of the Tea (Control of Prices, Distribution and Movement) Ordinance, 1960.
2. Food procurement, rationing and distribution.
3. Storage of food grains.
4. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

- i. National Parks.
 - ii. Wildlife Sanctuaries.
 - iii. Wildlife Reserves.
 - iv. Game Reserves and Bio-diversity parks.
 - v. Wildlife Safari Parks Gardens including Zoological- cum- Botanical Gardens.
4. Promotion and Development of outdoor recreation and eco-tourism.
 5. Regulation & Management of sport hunting.
 6. Improvement of Habitat and Protected Areas, Applied Research and awareness raising.
 7. Education, training and capacity building.
 8. Service matters except those not entrusted to the Services, General Administration & Coordination Department.

13 - GOVERNOR'S SECRETARIAT INCLUDING MILITARY SECRETARY WING.

14 – HIGHER, TECHNICAL EDUCATION & RESEARCH DEPARTMENT

Deleted vide Notification No. SORI(S&GAD)2-4/2016^(Edu.) dated 06.10.2016

15 - HOME DEPARTMENT

1. All matters relating to eradication, prevention and control of Crime.
2. Administration of Justice, Constitution and Organization of Courts, except the High Courts, Civil Courts and Special Tribunals.
3. Arms, ammunition and military stores.
4. All matters connected with police establishment and administration including:-
Police rules;
Police works;
Grant of gallantry awards; and
Departmental examination of Police Officers of the Federal service.
- 4-A Deleted vide Notification No. SORI(S&GAD)2-4/2001 dated 21.11.2014.
5. Border incidents, Including incidents where diplomatic action is required.
6. Criminal Law and Criminal Law Procedure excluding investigation and prosecution.
7. Criminal Tribes.
8. Criminal Lunatics.
9. Control of petroleum and explosives.
10. Crime reports.
11. Civil Defence and Air Raid Precaution.
12. Compensation for loss of property of life due to civil commotion or while on duty.
13. Clubs.
14. Collective fines.
15. Civil security schemes.
16. Civil Armed Forces. Including the Rangers.
17. Compilation of the statements showing protection of the interests of minorities communities for submission to the Federal Government.
18. Evidence and oaths.
19. Extraditing and deportation.
20. Enemy property and schedule of persons and firms specified as enemy.
21. Enforcement of provision of Provincial Motor Vehicles Ordinance, 1965, and the rules there-under relating to control of traffic and inspection and checking of Motor Vehicles for the purpose of traffic control.
22. Grant of stipends and agriculture land as reward for distinguished services in any field.
23. Hoarding and black marketing.

2. Overall control of Sindh Katchi Abadis Authority and Spatial Development Directorate and oversee their functions & their operation of funds (Development/Non-development) received from Government.
3. Service matters except those entrusted to Services, General Administration & coordination Department.

16 - INFORMATION DEPARTMENT

Substituted vide Notification No. SORI(S&GAD)1-81/2019 dated 02.01.2020

1. Broad casting on Radio and Television.
2. Cinematography Act and Rules.
3. Public and projection of Government activities.
4. Public Relations and relations with the press.
5. Production of books, pamphlets, posters, etc.
6. Production, distribution and exhibition of documentaries.
7. Regularity of publication of newspapers, periodicals and magazines.
8. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

17 – INFORMATION, SCIENCE & TECHNOLOGY DEPARTMENT

1. Implementation of national IT Policy/ IT Action Plan.
2. Development of Business Process Re- engineering for the Government Departments.
3. Implementation of E-Governance, E-Commerce and E-Education.
4. Establish co-ordination with Public section departments and private section agencies in the field of information technology.
5. Certification Capability Maturity Model (CMM).
6. Quality Excellency Program.
7. Create awareness amongst citizens regarding use of electronic data.
8. Development of security policy and establish firewalls for management of electronic data.
9. Development of standards and monitoring the Government Websites.
10. Development of E-Procurement standers.
11. Research and Development in the field of Information Technology.
12. Development of human resource and its optional utilization in various fields of Information Technology.
13. Monitoring and evaluation of IT projects under implementation in the Province.
14. Control of and liaison with District IT Department.
15. Liaison and interaction with Information Technology and Telecom Division of the Ministry of Science and Technology.
16. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

18- INDUSTRIES & COMMERCE DEPARTMENT

1. All cases relating to Boilers Act, Patent and Designs Act, Explosives Act, and Companies Act, 1913.
2. Allocation of stationery to Departments and disposal of Waste paper.
3. All matters relating to price stabilization Board and price and supply position of essential commodities.
4. Control on the supplies and distribution of iron and steel.
5. Clothing for uniforms – references regarding.
6. Chambers and Associations of Commerce and Industry.
7. Industrial research.
8. Industrial training including Traveling Demonstration Parties.
9. Industries control.
10. Industries exhibitions within the Province.

18-B INVESTMENT DEPARTMENT

INSERTED VIDE NOTIFICATION NO.SORI(SGA&CD)2-4/2001⁽¹⁻²⁷⁾ 15-01-2019

1. Act as the focal department for all investment related activities in the Province.
2. Assist the Federal Board of Investment Pakistan in its endeavors and in seeking necessary support and assistance from the Provincial administration and to support Federal Board of investment of Pakistan in its efforts relating to investment protection.
3. Develop strategic framework for implementation of investment policy of the Federal Government in the Province.
4. Prepare and implement the plans for enhancing the global competitiveness of Province and its business, attracting new investments in the Province and strengthening the existing ones by promoting local investment opportunities, facilitating business and highlighting the distinct advantages of the Province as a business location.
5. Assist foreign companies intending to invest in the manufacturing and services sectors of the Province by providing information opportunities for investments, as well as facilitating companies looking for local joint venture partners.
6. Coordinate with the Federal Ministries and Provincial Government Departments and agencies in matters relating to investments and investment facilitation in the Province.
7. Liaising with investors to support them in protecting their legitimate business interests.
8. Coordinate with representative bodies of trade and industry on behalf of Government in relation to the investment in the Province.
9. Review and suggest revisions in procedural as well as regulatory framework relating to trade and industrial activities in the Province with a view to increase 'ease of doing business' and improving investor's confidence.
10. Alternate dispute resolution for cases of prosecution against members of trade and industry involved in the investment in the Province under various commercial, industrial labor and taxation laws for time being in force.
11. Provide platform for public-private interaction and promotion of public private partnerships in the Province.
12. Provide one-window operation at the Provincial level for facilitation of local and foreign investors seeking land allocations, approvals, concessions, facilities and to seek support from the Provincial departments and agencies.
13. Develop a 'marketing, image-building and public relations strategy' to generate interest in the potential and opportunities of the Province of Sindh market to attract investments and publicize its activities.
14. Organize investment promotion activities through publicity, image promotion of the Province, propagation of information regarding facilities, incentives and programs of the federal and Provincial Governments.
15. Arrange as well as participate in local and foreign seminars relating to trade fairs, exhibitions in coordination with Federal BOI of Pakistan, Provincial departments, trade bodies and stakeholders.
16. To identify, support, develop and regulate special economic zones and socio-economic zones in the Province.
17. Assist Government departments in preparing relevant information memorandum/promotion materials.
18. Develop and maintain databases of -

5. Co-dification and consolidation of laws and printing of Acts, Rules and Orders.
6. Conduct of Government litigation, defending civil suits against Government and public servants, and filing civil suits on behalf of Government.
7. Free supply of Bills, Act, Ordinance to Government Departments Official Agencies, etc.
8. Government Law Officers; Advocate General, Criminal Prosecution Service, Government Pleaders, Special Counsels, their appointment transfer, leave, fees etc.
9. Law Colleges.
10. Matters relating to legal practitioners, including scale of fees.
11. Scrutiny and drafting of Bills, Ordinances, notifications, rules regulations statutory orders and bye-laws also pertains to that Department.
12. Scrutiny of non-official Bills.
13. High Courts.
14. Civil Courts.
15. Matters connected with recruitment terms and conditions and powers of Judicial officers, including District and Session Judges, Additional District and Session Judges Special Judges and civil Judges.
16. Appointment and terms and condition of Parliamentary Secretaries.
17. Deleted vide Notification No. SORI(S&GAD)2-22/2008 dated 02.12.2016.
18. Deleted vide Notification No. SORI(S&GAD)2-22/2008 dated 02.12.2016.
19. Deleted vide Notification No. SORI(S&GAD)2-22/2008 dated 02.12.2016.
20. Service matters, except those entrusted to the Services, General Administration and Coordination Department.
21. Conduct of Criminal cases including –
 - (a) representation in and prosecution of criminal cases; and
 - (b) criminal appeals, against acquittal or conviction and applications of enhancement of sentences and convictions.
22. Advice to Departments on issues relating to prosecution of criminal cases.
23. Filing and defending criminal cases involving Government.
24. All matters connected with Prosecution establishment, Prosecuting Officers and administration including the powers and functions relating to prosecution of criminal cases as provided in the Police Order, 2002 and Sindh Criminal Prosecution Service (Constitution, Functions and Powers) Ordinance, 2006.
25. Criminal law and Criminal Procedure relating to investigation and Prosecution.
26. Defence of pauper accused in Courts and fees to the pleaders for such defence.
27. Service Tribunals (inserted vide Notification dated 27.05.2014).
28.
 - a) Publication of Notifications of Ordinances and all subordinate/delegated legislation including rules, regulations, statutes, bye-laws, and statutory orders in the official gazette;
 - b) codification of provincial laws (principal and subordinate) on the website and in hard form;
 - c) translation, printing and publication of provincial laws; and
 - d) Issuance of instructions for the purpose (inserted vide Notification dated 29.01.2016).
29. The functions and issues concerning the Appellate Tribunal, Sindh Revenue Board (inserted vide Notification dated 08.03.2016).

(Note: Entries at Sr. No. 17, 18 and 19 pertaining to "Human Rights" segment of the defunct "Law, Parliamentary Affairs & Human Rights Department" deleted due to creation of new independent Department, i.e. Human Rights Department whereas functions pertaining to the Human Rights Department inserted vide Notification No. SORI(SGA&CD)2-22/2008 dated 02.12.2016)

23 - LIVESTOCK AND FISHERIES DEPARTMENT

1. Collection and Compilation of Livestock statistics.
2. Improvement of the livestock including poultry and introduction of new breeds.
3. Livestock farms.

- of royalties thereof.
- 4. Negotiations of mineral agreements and consultation with the Federal Government if and when considered necessary by the Mineral Investment Facilitation Authority.
- 5. Mineral exploration or development of mineral resources.
- 6. Maintenance of up-to-date master plans of all exploration licenses and leases granted, renewed and assignments and surrenders of mineral titles, publication of such information in the Gazette.
- 7. Serve as secretariat of the Mineral Investment Facilitation Authority.
- 8. Mines and mineral--
Geological Surveys;
Mineral rules;
Import, purchase, distribution and prices fixation of Coal and Coke.
- 9. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

26 - MINORITIES AFFAIRS DEPARTMENT

- 1. Safeguarding the rights of Minorities.
- 2. Promotion of Welfare of Minorities.
- 3. Promotion of sense of belongingness in the Minorities.
- 4. Protection of Minorities against discrimination.
- 5. Coordination with Federal Government on all matters of Minority Affairs.
- 6. Matters pertaining to Interfaith Harmony. (Substituted vide Notification dated 25.11.2016).
- 7. Service matters except those entrusted to Services, General Administration and Coordination Department.

27 – PLANNING AND DEVELOPMENT BOARD, SINDH PLANNING AND DEVELOPMENT DEPARTMENT

Substituted vide Notification No. SORI(S&GAD)2-4/2017^(P&D/B) dated 08.11.2017

- 1. Coordination of technical assistance from abroad.
- 2. Coordination of statistics in general, and all matters relating to Bureau of Statistics.
- 3. Coordination and training of officers in foreign countries.
- 4. Economic research and matters relating to Board of Economic Inquiry.
- 5. Evaluation of the progress of development schemes and writing their critical appraisal.
- 6. Foreign aid and Technical Assistance.
- 7. Initiation of measures for giving suitable publicity to the development Plan and educating the Public on the results achieved from time to time.
- 8. Maintaining liaison with the National Planning Agencies.
- 9. Planning including Policy and development.
- 10. Processing of all development schemes, programs and proposals submitted by other Department and making recommendations to Government thereon.
- 11. Bureau of Statistics (Substituted vide Notification dated 08.11.2017).
- 12. Research and Training Wing.
- 13. Assessment, Planning, coordination, promotion and development of science and technology with the following Methodology---
Formulation requirement of science and technology studies, terms of reference for selection of consulting firms and arranging technology studies on contract.
Dissemination of technology Information to public and private sector.
(c) Implementation of approved science and technology programs based on such studies in consultation with the relevant agency, i.e. Department of Education, Universities, Boards etc.
- 14. Contractual research (funding, contracting and monitoring) in the public and private sectors in all fields of science and technology to meet the assessed needs of industry and agriculture.

29 – PRIMARY HEALTH (BHU, RHC AND VERTICAL PROGRAMMES) DEPARTMENT

To be decided by Chief Minister, Sindh.

29-A PUBLIC HEALTH ENGINEERING AND RURAL DEV. DEPARTMENT

Inserted vide Notification No. SORI(S&GAD)2-4/2013^(SID) dated 09.06.2017

Public Health Engineering Wing

1. Execution of urban & rural water supply and drainage schemes except KW&SB areas and Hyderabad WASA areas and on completion handing over to respective local council(s) for operation & maintenance.
2. District ADP community development schemes etc. relevant to PHED mandate.
3. Operation & maintenance of water supply and drainage schemes especially assigned to PHED.
4. Service matter of officers/officials in Public health Engineering Department except those assigned to SGA&CD.

Rural Development Wing

1. Execution of approach roads to connect farm to market roads covering villages having population of up-to 1000 schemes.
2. Installation of solar lights in Sindh, except those assigned to other departments.
3. Other development schemes as assigned through Chief Minister's directives district ADP schemes/community development program etc. relevant to RDD mandate.
4. Service matters of officers/officials in Rural Development Department except those assigned to SGA&CD.

30 - REHABILITATION DEPARTMENT

1. Up-lift of calamity hit areas.
2. provide support in preparation of the projects for calamity hit areas.
3. monitoring of projects for calamity hit areas.
4. coordination of rehabilitation activities under taken by various Department.
5. matters of Provincial Disaster Management Authority.||

31 – SECONDARY HEALTH (REST OF HEALTH)

To be decided by Chief Minister, Sindh.

32 – SCHOOL EDUCATION AND LITERACY DEPARTMENT

Substituted vide Notification No. SORI(S&GAD)2-4/2016^(Edu) dated 30.06.2017

1. General Education.
 - a) Early Child Hood Education (ECD)
 - b) Primary Education
 - c) Secondary Education
 - d) Higher Secondary Education
2. Legislation, policy formulation and sectoral planning.

7. Civil List and Official Gazette.
8. Special Tribunals.
9. Compilation of the list of persons debarred from future employment under the Provincial Government for submission to the Federal Government.
10. Estate Office.
11. Framing and alteration of Rules of Business.
12. General Coordination.
13. Government Archives.
14. Government Hospitality and Protocol arrangements.
15. Honor, awards and sanads for public services.
16. Holidays.
17. High Officers reservations.
18. Identity Cards for Civil Officers / Officials.
19. Language Examination.
20. Matters relating to Council of Common Interest.
21. Office management:-
Civil Secretariat and Government office generally;
Secretariat standing orders
Memorials and petitions; and
(d) Standing orders.
22. Organization and Methods.
Periodic review of the organization, staff, functions and procedure of the Departments, Attached Departments and Sub-ordinate offices and suggestions for improvement thereof;
Improvement of general efficiency and economic execution of Government business;
Advice regarding proper utilization of stationery and printing resources of the government; and
(d) Training in Organizations and Methods.
23. Personal rights privileges and dignities of ex-Rulers of former States.
- 23-A Deleted vide Notification No. SORI(S&GAD)2-4/2001 dated 21.11.2014.
24. Report on the observance and implementation of the Principles of Policy under Article 29 (3) of the Constitution.
25. Rights and interest of members of Services.
26. Services Rules relating to various services and posts and interpretation thereof.
27. Matters connected with members of all Pakistan unified grade or the Federal unified grades and posts normally held by them.
Matters concerned with appointments, training pay, allowances, promotion, leave, transfer, posting and powers of:-
(i) Heads of Attached Department, except those which may by notification be assigned to other Department.
(ii) Regional Heads of Departments of B-20 or above.
(iii) Secretariat Officer of all B.P.S and Ministerial Establishment of the Secretariat Departments, including Governor's Secretariat other than the personal staff of the Chief Minister or the Governor;
(iv) Officers of B-18 and above in Police and Revenue Departments;
(v) Assistant Commissioners;
(vi) Municipal Commissioner, Secretary, Karachi Water and Sewerage Board, Directors Octroi, Director/ Administration Directors lands, Financial Advisors Karachi Metropolitan Corporation.
vii) Executive Heads, including Chairman, Director Generals, Managing Directors etc. of Statutory Corporations, Autonomous and Semi-Autonomous Bodies working under Government;
viii) Director, Excise & Director Taxation, Karachi.
28. Maintenance of the Register of Memorials addressed to the President, withheld by the Provincial Government.
29. Martial Law.
30. Public Service Commission.

2. Road Transport Corporation and Provincial Transport Authority.
3. Planning, development, execution of mass transit programs and projects including rail and road based services for the city commuters ensuring safe, comfortable, efficient public transport facilities at affordable fare structure on sustainable basis.
4. Advice and assist the Federal Government, Provincial Government and Local Government on matters relating to transport policies, transit schemes and transit ways.
5. Perform any other function, supplemental, incidental of consequential concerning the Department's activities or programs.
6. Services matters, except those entrusted to the Services, General Administration and Coordination Department.

37 – A UNIVERSITIES AND BOARDS DEPARTMENT

Inserted vide Notification dated 08.01.2016

- a) Matters relating to Sindh Technical Education and Vocational Training (STEVTa). (Deleted vide Notification No. SORI(SGA&CD)2-4/2016^(Edu.) dated 06.10.2016) and inserted vide Notification No. SORI(SGA&CD)2-4/2-016^(Edu.) dated 20.10.2016).
- b) Matters relating to Benazir Bhutto Shaheed Human Resources, Research and Development Board (Inserted vide Notification dated 29.02.2016).
- c) Matters related to Sindh Higher Education Commission (Inserted vide Notification No. SORI(SGA&CD)2-4/2-016^(Edu.) dated 20.10.2016).
- d) Matters related to the Universities and Boards (Inserted vide Notification No. SORI(SGA&CD)2-4/2-016^(Edu.) dated 20.10.2016).
- e) Matters relating to Employment Exchange (Provincial Liabilities) to be regulated through the Sindh Technical Education and Vocational Training Authority (STEVTa). (Inserted vide Notification No. SORI(SGA&CD)Misc-30/2010 dated 03.10.2017).

38 - WOMEN DEVELOPMENT DEPARTMENT

1. Formation of public policies and laws to meet special needs of women.
2. Protection and promotion of women's rights, gender equity and equality in public sector or in particular and society in general.
3. Discharge of responsibilities with regard to status of women and girls.
4. Development projects for providing special facilities for women such as strategic initiative, innovations and special equalizing projects.
5. Coordination of women's welfare programs with other concerned departments and agencies at District and local level for making conducive and safe work environment for working women and conducting research/surveys in the regard.
6. Improvement of working conditions of female labour both in urban and rural areas.
7. Promotion of cottage industry with special preference to participation of women in such industry.
8. Maintenance of a database of all women parliamentarians, councilors and members of civil society organizations working on gender issues.
9. Setting up of community/mohallah Schools and training centers for women on the basis of self help community development.
10. Setting up of advisory legal centers to provide legal aid to women and to review laws considered to be discriminatory against women and formulate recommendations in respect thereof.
11. Implementation of National Women's Welfare Policy as applicable to the Province of Sindh.
12. Registration of and assistance to women organizations.
13. Promotion and undertaking of training and research on the conditions and problems of women.
- 13-A. Dar-ul-Aman and Safe Houses (Inserted vide notification dated 12.03.2021)
14. Service matters, except those entrusted to the Services, General Administration and Coordination Department.

SCHEDULE - III

Rule 5 (ii)

LIST OF CASES TO BE SUBMITTED TO THE GOVERNOR FOR ORDERS IN HIS DISCRETION

S.No.	Cases	Article of the Constitution
1	2	3
1.	Appointment of the Chief Minister.	130 (2A)
2.	Appointment of Household staff at the Governor's House.	
3.	Appointment of Chairman and Members, Sindh Public Service Commission.	
4.	Dissolution of the Provincial Assembly as Provided under the Constitution.	112 (2)
5.	Appointment of care-Taker Cabinet with the Previous approval of the President.	105 (3)
6.	Appointment of Chief Administrator Zakat.	
7.	Appointment of Chairman and Members, Zakat Council.	

16.	Reports of the Auditor-General of Pakistan or the Accountant General of the Province, relating to the Accounts of the Province, or of any other authority appointed to scrutinize the accounts of the Province and reports of the Public Accounts Committee.	171
17.	Rules for the appointment of Officers and servants of the High Court and terms and conditions of their employment.	208
18.	Summoning and prorogation of the Assembly.	109
19.	Additional Advocate General, Appointment, resignation, removal, duties and terms and conditions of services. (Deleted vide Notification dated 11.11.2019)	
20.	Recommendations for the appointment of High Court Judges.	193
21.	Reference to Council of Islamic Ideology whether a proposal Law is or is not repugnant to the Injunctions of Islam.	
22.	Powers as provided under the Sindh Universities Laws (Amendment) Act, 2013 (Sindh Act No. XLIII) of 2013.	105

SCHEDULE – VI

See rule 8 (i)
LIST OF CASES TO BE SUBMITTED TO THE CHIEF MINISTER
FOR HIS ORDERS.

S.No.	Cases of the Constitution	Reference to Article
1	2	3
1.	Authentication of the Schedule of Authorized Expenditure	123
2.	All cases relating to matters, which are liable to involve Government in controversy with the Federal Government or with another Provincial Government.	
3.	All cases which may have a bearing on relation with a foreign Government.	
4.	All cases falling in the following categories shall be submitted through Services & General Administration Department;	
	(a) appointment under statutory Corporations and bodies which are required to be made or approved by Government.	
	(b) deputation of civil servants for the purpose of appointment abroad;	
	(c) re-employment of Officers of B-16 and above who are below the age of sixty years.	
	(d) re-employment of any person beyond the age of sixty years in the service of Government or any corporation, local council or other autonomous or semi-autonomous body or organization under the control of Government; and	
	(e) appointment of Chairman and Members of statutory corporations, autonomous or semi-autonomous bodies under the control of Government.	
5.	Allocation of portfolios to the Ministers.	
6.	All cases falling in the following categories shall be submitted through Services & General Administration Department :---	

19. Selection of Officers of the rank of Secretaries to Government and above for appointment under the Federal Government.
20. Framing or alteration of rules for the authentication of orders and other instruments.
21. Rules of Business framing and alteration thereof.
22. Powers as provided under the Sindh Boards of Intermediate and Secondary Education (Amendment) Act, 2008 (Sindh Act No. XXV of 2011) and the Sindh Universities Laws (Amendment) Act, 2013 (Sindh Act No. XLIII of 2013).

Schedule-VIII

Deleted vide SGA&CD's Notification No.SORI(SGA&CD)3/2-85(P-V) dated 26th March, 1989.

SCHEDULE - IX

See rule 35 (ii)

Omitted vide SGA&CD's Notification No.SORI(SGA&CD)2-4/2013^(SGA&CD) dated 7th July, 2017.

Chief Secretary to Government of Sindh.