



NO. S.O(ADMN-I)/SGA&CD/9(85)/15/E-V
GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION
& COORDINATION DEPARTMENT

Karachi, dated the 1st October, 2024

To,

1. The Chairman, Planning & Development Board, Sindh, Karachi
2. The Chairman, Enquiries & Anti-Corruption Establishment, Sindh, Karachi
3. The Accountant General, Sindh, Karachi
4. The Senior Member, Board of Revenue, Sindh, Hyderabad.
5. The Additional Chief Secretaries (all), Government of Sindh
6. The Principle Secretary to Governor Sindh, Karachi.
7. The Principle Secretary to Chief Minister, Sindh, Karachi.
8. The Chairperson, Chief Minister's Inspection, Enquiries & Impl: Team Karachi
9. The Chairman, Sindh Revenue Board, Karachi
10. The Administrative Secretaries (all), Government of Sindh. (Social Protection) Deptt: DS Admin/
11. The Inspector General of Police, Sindh, Karachi
12. The Secretary, Provincial Ombudsmen Secretaries, Sindh, Karachi
13. The Secretary, Provincial Assembly Secretariat, Sindh, Karachi
14. The Secretary, Sindh Public Service Commission, Hyderabad

SUBJECT: STRICT ADHERENCE TO RULE 12-A OF THE SINDH CIVIL SERVANTS (APPOINTMENT, PROMOTION AND TRANSFER) RULES, 1974

I am directed to refer to the subject noted above and to state that this department has been receiving numerous requests from Administrative Departments regarding the correction of the date of birth in salary slips and CNICs. It has also been observed that some Administrative Departments have made unauthorized alterations to the date of birth entries in the service books. However, as per the existing provisions of Rule 12-A of the Sindh Civil Servants (Appointment, Promotion and Transfer) Rules, 1974, the rule on date of birth is reproduced below:

"12-A The date of birth once recorded by a civil servant at the time of joining government service shall be final, and no alteration thereafter shall be permissible"

02. Further attention is also invited to the provision of **Rule 171(para-3)** of the definitions part of the Sindh Civil Services Rules Vol-I as reproduced below:-

"If the year of birth of a Government servant is known, but not the exact date, 1st July should be treated as the date of birth for the above purposes. If the month of birth, but not the exact date, is known, the 16th day of the month should be treated as the date of birth"

03. In view of the above, all Administrative Departments are hereby directed to strictly adhere to Rule 12-A of the Sindh Civil Servants (Appointment, Promotion and Transfer) Rules, 1974, as well as the relevant provisions of the Sindh Civil Servants Rules (Vol-I), to prevent further discrepancies in the date of birth records.

No.SO(Admn-I)/SGA&CD/9(85)/15/E-V

Admn-Circular 2024



SECTION OFFICER (ADMN-I)

Karachi, dated the 1st October, 2024