

GOVERNMENT OF PAKISTAN
MINISTRY OF RAILWAYS

No. 2/7-Legal/2021-A-II

Islamabad, the 10th February, 2022

THE DIRECTOR/ADVERTISEMENT,
Press Information Department (PID),
Ministry of Information & Broadcasting
Government of Pakistan,
Islamabad.

Subject: **APPOINTMENT OF PROFESSIONALS IN MP-I & MP-III IN PAKISTAN RAILWAYS. HEADQUARTERS OFFICE. LAHORE**

Please arrange the publication of attached advertisement under classified column of newspapers according to requirement specified below:

Purpose:	Job Opportunities
Language(s):	English
Regions(s):	Combined all Pakistan
Date of Publication:	11-02-2022
No. of insertion(s):	One (1)
Any special instructions(s):	Position & Colour: Ordinary and Black & White
Publication in:	One (1) leading daily English newspaper
	One (1) leading daily Urdu newspaper

2. It is certified that necessary funds within the sanctioned budget grant are available to meet the entire cost of this advertisement. After receiving of verified bills passed by PID, payment will be made within 15 days.

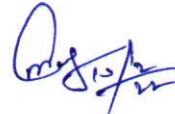
3. The expenditure is debit-able against the budget grant of this Ministry/ Division/ Department, under the head

Major Head: A03907

Minor Head: A03907

Demand No.: Grant No. 134 Pak Railways

For the year: 2021-2022



Signature (**MOHSIN IHSAN**)

Designation: **Deputy Director (Admn-II)**

(PAO/Authorised Officer by PAO)

Telephone No. 051-9214154

Copy to:

- 1) Advisor (I.T), Pakistan Railways, Headquarters Office, Lahore **along with copy of advertisement, TORs etc and Short-listing Criteria with the request to upload the same on website of Pakistan Railways.**
- 2) D.D (I.T), Ministry of Railways, Islamabad **along with copy of advertisement, TORs etc, and Short-listing Criteria with the request to upload the same on website of Ministry of Railways.**
- 3) Liaison Officer to Federal Minister for Railways, Ministry of Railways, Islamabad.
- 4) DSO to Secretary/Chairman Railways, Ministry of Railways, Islamabad.
- 5) D.D (G&C), Ministry of Railways, Islamabad.
- 6) Executive Director, National Information Technology Board (NITB), 24-B, St. 6, Sector H-9, Islamabad.
- 7) Office of Director (Media), Ministry of Railways, Islamabad.



**GOVERNMENT OF PAKISTAN
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

PROFESSIONALS REQUIRED

TRANSFORMING RAILWAYS

Applications are invited from **SUITABLE, QUALIFIED AND EXPERIENCED PROFESSIONALS** to serve in Pakistan Railways on merit against the following posts.

Advisor (Policy & Litigation) (MP-I) (One post)		
1.	Eligibility Criteria (Required Educational Qualification and Experience)	Foreign or Local LLM or Barrister-at-Law or Solicitor with at least ten (10) years' experience in legal and legislative matters in public or private sector.
2.	Age Limit:	Maximum = 62 years.
3.	Job Description	i. Monitor the litigation of Pakistan Railways pending in various courts and devise strategies to expedite the disposal of Court cases; and preferably an extensive practicing experience in Higher courts. ii. Devise standard guidelines for expeditious processing of all Court cases especially the complex ones and those requiring urgent action; iii. Formulate policy and provide strategic support in the management of legal affairs of Pakistan Railways. iv. Ensure legal cases are managed appropriately and efficiently and outcome is delivered within expected timeframes; v. To give input and guide on legal and regulatory matters, mitigate risk to Pakistan Railways brand and reputation. vi. To create a support legal team to carry out to perform duties in a satisfactory manners.
4.	Pay and Benefits (Management Position-I Scale)	
a.	Scale of Pay	Rs. 433,950-33,000-532,950.
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.
c.	Utilities	Rs. 19,650/- per month.
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.
f.	TA/DA on official tour abroad	As admissible to civil servants in Cat-I.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institutions in Pakistan.

h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service.
5.	Contract Period:	
i)	Tenure of contract	Initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020 dated 22-06-2020, the condition of one month's notice shall not be required.
6.	Discipline	As applicable in case of contract employees.

Project Manager (MP-III) (One post)

1.	Eligibility Criteria (Educational Qualification & Experience):	Ph.D in relevant subject(s) i.e. Program management, Project management, or other relevant subject with 06 years of professional experience in the field of Program Management. OR Masters in the relevant subject(s) i.e. Project Management/Program management or MBA with a major in CIS/MIS/Project Management with 10 years-experience in the program/project management field.
2.	Age limit:	Maximum Age = 62 years
3.	Skills & Knowledge:	- Expert in scope identification; designing, developing, deploying and supporting enterprise scale applications. - Must have strong leadership skills, powerful communications, presentation and soft skills. Applicants with PMP certification and Government Experience will be preferred.
4.	Salary and Perks (Management Position-III Scale)	
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service

5.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority. In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
6.	Discipline	As applicable in case of contract employees.

LEGAL CONSULTANT-I (MP-III) ONE POST

(Relating to General Court Cases & Administrative issues)

1.	Eligibility Criteria (Educational Qualification & Experience)	Ph.D in Law with 06 years professional experience in the relevant field. Or Masters in law/LLM with 10 years-experience in the relevant field.	
2.	Age Limit	Maximum = 62 years	
3.	Experience/ Skills:	i.	Currently and actively practices law in the Higher Court of Pakistan;
		ii.	Proven understanding of the processes of administrative issues and litigation in courts;
		iii.	Experience in producing written work to a high standard of accuracy, clarity and consistency;
		iv.	Undertakes legal research and gathers other relevant information and data to support legal and administrative policy analysis;
4.	Targets & deliverables	i.	To monitor, attend and assist in High Profile Cases before High Court and or Supreme Court of Pakistan
		ii.	To contest high profile cases against Ministry of Railways/ Pakistan Railways wherever required.
		iii.	Render Legal Opinion in all administrative matters.
		iv.	Develop Co-ordination in legal matters among RCL
		v.	Legal vetting of Show cause Notices and Statements of Allegations, Vetting of Speaking Orders of Secretary / Chairman & CEO/Sr. GM.
		vi.	To keep a liaison with the Directorate of Legal Affairs, Lahore and conduct Departmental/Personal Hearings along with the representatives of concerned offices.
		vii.	To monitor and look after affairs of allocated Divisions.
		viii.	To assist in Senate-National Assembly Meetings and Cabinet Committee Meetings
		ix.	Recommendation for filing Appeals to Supreme Court High Court
5.	Salary and Perks (Management Position-III Scale)		
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500	
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month	
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.	
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month	

e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
6.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
7.	Discipline	As applicable in case of contract employees.

LEGAL CONSULTANT-II (MP-III) ONE POST

(Relating to Land & other Executive matters)

1.	Eligibility Criteria (Educational Qualification & Experience)	Ph.D in Law with 06 years professional experience in the relevant field. Or Masters in law/LLM with 10 years-experience in the relevant field.	
2.	Age Limit	Maximum = 62 years	
3.	Experience/ Skills:	i.	Currently and actively practices law in the courts of Pakistan;
		ii.	Proven understanding of the processes of land related law and other executive matters;
		iii.	Experience in producing written work to a high standard of accuracy, clarity and consistency;
		iv.	Undertakes legal research and gathers other relevant information and data to support land, legal and executive matters;
4.	Salary and Perks (Management Position-III Scale)		
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500	
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month	
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.	
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month	
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.	

f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
5.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
6.	Discipline	As applicable in case of contract employees.

LEGAL CONSULTANT-III (MP-III) ONE POST

(Relating to Service matters)

1.	Eligibility Criteria (Educational Qualification & Experience)	Ph.D in Law with 06 years professional experience in the relevant field. Or Masters in law/LLM with 10 years-experience in the relevant field.	
2.	Age Limit	Maximum = 62 years	
3.	Experience/ Skills:	i.	Currently and actively practices law in courts of Pakistan;
		ii.	Proven understanding of the processes of policies and laws relating to service matters;
		iii.	Experience in producing written work to a high standard of accuracy, clarity and consistency;
		iv.	Undertakes legal research and gathers other relevant information and data to support legal and service related matters;
4.	Salary and Perks (Management Position-III Scale)		
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500	
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month	
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.	
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month	
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.	
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.	
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.	

h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
5.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
6.	Discipline	As applicable in case of contract employees.

- Recruitment will be made as per Updated MP Scales Policy, 2021 issued by the Establishment Division, Government of Pakistan vide their O.M. No. 1/3/2020-E-6/E-8 dated 24-05-2021.
- The appointment will be on contract basis initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
- Detailed TORs and short-listing criteria can be seen on our websites i.e. www.pakrail.gov.pk and www.railways.gov.pk
- Candidates who fulfill above requisite educational qualification criteria and experience are advised to apply on website of **National Job Portal** i.e. njp.gov.pk, up to **28-02-2022**.
- Place of posting of above posts will be at Pakistan Railways, HQs Office, Lahore, however on requirement authority may post officer anywhere in Pakistan.
- Ministry of Railways reserves the right to cancel the recruitment process at any stage.
- Only short-listed candidates shall be called for interview.

Director Establishment
Ministry of Railways,
Islamabad.
PH: 051-9203068

TORs OF THE POST OF ADVISOR (POLICY & LITIGATION) (MP-I)

Advisor (Policy & Litigation) (MP-I) (One post)		
1.	Eligibility Criteria (Required Educational Qualification and Experience)	Foreign or Local LLM or Barrister-at-Law or Solicitor with at least ten (10) years' experience in legal and legislative matters in public or private sector.
2.	Age Limit:	Maximum = 62 years.
3.	Job Description	i. Monitor the litigation of Pakistan Railways pending in various courts and devise strategies to expedite the disposal of Court cases; and preferably an extensive practicing experience in Higher courts. ii. Devise standard guidelines for expeditious processing of all Court cases especially the complex ones and those requiring urgent action; iii. Formulate policy and provide strategic support in the management of legal affairs of Pakistan Railways. iv. Ensure legal cases are managed appropriately and efficiently and outcome is delivered within expected timeframes; v. To give input and guide on legal and regulatory matters, mitigate risk to Pakistan Railways brand and reputation. vi. To create a support legal team to carry out to perform duties in a satisfactory manners.
4.	Experience/ Skills:	▪ Currently and actively practices law in Pakistan; ▪ Proven understanding of the processes of policy developing and law-making; ▪ Experience in producing written work to a high standard of accuracy, clarity and consistency; ▪ Applies conceptual thinking and critical analysis throughout the legal and policy development process to produce high quality law reform proposals; ▪ Undertakes legal research and gathers other relevant information and data to support legal and policy analysis; ▪ Engages with stakeholders in order to build effective relationships, understand diverse interests and experiences, and develop effective and practical policy proposals;

5.	Goals/Deliverables	1. Strategic role ▪ Evaluate laws to ensure that Ministry of Railways is kept fully abreast to the challenges and impact of the current and prevalent laws through regular monitoring. ▪ Prepare legal policy with implementable strategy and realistic action plan having specific targets and key performance indicators (KPIs). ▪ Plan and lead the implementation of legal affairs policy/strategy by proactively engaging with all stakeholders within and outside Railways. 2. Advisory role ▪ Provide interpretation and rendering advice on all legal issues, local and international contracts, agreement(s), claims etc. ▪ Furnish Legal opinions on matters pertaining to interpretation of statutes and agreements in addition to giving a carefully prepared SWOT analysis on various legal issues. ▪ Provide legal advice to the Ministry of Railways and Pakistan Railways on legal implications of various operations and decisions. ▪ Entrust court cases to empaneled Railways counsel on the basis of capability and past performance. ▪ Report to Chief Executive Officer/Senior General Manager on legal matter and to Ministry of Railways, on need basis. 3. Building Strategic Alliance ▪ Liaise with the Divisional Superintendents, Principal Officers and other government departments related to legal matters of Pakistan Railways. ▪ Maintain collaborative relationship with best legal resources in country and other stakeholders. 4. Supervisory role ▪ Represent and contest Pakistan Railways cases in the courts of law. ▪ Monitor the law-related and research-based value addition to petitions, complaints, written statements, counter statements, depositions, evidentiary proceedings, legal notices & replies thereof. ▪ Drafting, updating and vetting of Railways related legislations, manuals, codes, rules, contract(s)/ agreement(s) etc. represent Railways in negotiations with potential private sector partners.
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6.	Pay and Benefits (Management Position-I Scale)	
a.	Scale of Pay	Rs. 433,950-33,000-532,950.
b.	Accommodation	Up to a rental ceiling of Rs. 101,000/- per month.
c.	Utilities	Rs. 19,650/- per month.
d.	Transport	As per monetization of transport facilities policy MP-I Rs. 95,910/- per month.
e.	TA/DA on domestic official tour	As admissible to civil servants of the highest grade.
f.	TA/DA on official tour abroad	As admissible to civil servants in Cat-I.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institutions in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service.
7.	Contract Period:	
i)	Tenure of contract	Initially for a period of three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020 dated 22-06-2020, the condition of one month's notice shall not be required.
8.	Discipline	As applicable in case of contract employees.

SHORT-LISTING CRITERIA FOR THE POST OF ADVISOR (POLICY & LITIGATION) (MP-I)
IN TERMS OF PARA 3 (iv) (a) of MP-Scales Policy, 2020

Sr. #	Candidate Name	Education					Experience							
		Foreign		Local*		Total (A) (50)	Foreign		Local		Legislative (05)	Legal (10)	Total (B) (50)	Grand Total (A+B) (100)
		LLM (50)	Bar (40)	LLM (50)	Bar (40)		↑ 15 years (35)	↓ 10 years (30)	Public (35)	Private (30)				

* Only for LL.M Candidates

TORs OF THE POST OF PROJECT MANAGER (MP-III)

Project Manager (MP-III) (One post)		
1.	Eligibility Criteria (Educational Qualification & Experience):	Ph.D in relevant subject(s) i.e. Program management, Project management, or other relevant subject with 06 years of professional experience in the field of Program Management. OR Masters in the relevant subject(s) i.e. Project Management/Program management or MBA with a major in CIS/MIS/Project Management with 10 years-experience in the program/project management field.
2.	Age limit:	Maximum Age = 62 years
3.	Skills & Knowledge:	- Expert in scope identification; designing, developing, deploying and supporting enterprise scale applications. - Must have strong leadership skills, powerful communications, presentation and soft skills. - Applicants with PMP certification and Government Experience will be preferred.
4.	Job Description:	- Identify the objectives and functions of the project - Provide overall, day-to-day management of a specific task order or group of task orders including management of business process team members, managing scope of work, work assignments and resources across the multiple projects supporting the business units of Pakistan railways - Manage each stage of the project from discovery/planning to launch/completion. - Identify project scope and ensure stakeholder approval. - Manage time estimates, resources and priorities. - Identify change orders / scope creep and rework estimate keeping stakeholders informed. - Host project meetings including; Kick-offs, weekly staff meetings, milestone reviews, retrospectives etc. - Provide accurate and on-time reporting to senior IT leadership, project teams and stakeholders. - Identify potential roadblocks and provide solutions. - Document workflows and processes and keep them up to date. - Identify ways to increase efficiency of the team - Set project timelines. - Monitor project deliverables. - Assist IT Senior leadership in defining IT goals and strategic plans

(Continued.... on P-2)

6.	Salary and Perks (Management Position-III Scale)	
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
7.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority. In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
8.	Discipline	
		As applicable in case of contract employees.

SHORT-LISTING CRITERIA FOR THE POST OF PROJECT MANAGER (MP-III)

IN TERMS OF PARA 3 (iv) (a) of MP-Scales Policy, 2020

[illegible]

TERMS OF REFERENCE(S) (TORS) OF THE POST OF LEGAL CONSULTANT-I (MP-III)
(RELATING TO GENERAL COURT CASES & ADMINISTRATIVE ISSUES)

LEGAL CONSULTANT-I (MP-III) ONE POST			
1.	Eligibility Criteria (Educational Qualification Experience) &	Ph.D in Law with 06 years professional experience in the relevant field. or Masters in law/LLM with 10 years-experience in the relevant field.	
2.	Age Limit	Maximum = 62 years	
3.	Experience/ Skills:	i.	Currently and actively practices law in the Higher Court of Pakistan;
		ii.	Proven understanding of the processes of administrative issues and litigation in courts;
		iii.	Experience in producing written work to a high standard of accuracy, clarity and consistency;
		iv.	Undertakes legal research and gathers other relevant information and data to support legal and administrative policy analysis;
4.	Responsibilities/ Job Description:	a).	To keep a liaison with the Directorate of Legal Affairs, Lahore.
		b).	To entrust court cases to suitable RCLs with the consent of DS except those in which CEO or Secretary/Chairman is party.
		c).	To entrust or Withdraw court cases from RCLs with the prior approval of divisional authorities with consultation of Directorate of Legal Affairs.
		d).	To develop coordination between divisions and Headquarters through DSs in legal matters.
		e).	To supervise subordinate staff (litigation) in divisions/Headquarter office.
5.	Targets & deliverables	i.	To monitor, attend and assist in High Profile Cases before High Court and or Supreme Court of Pakistan
		ii.	To contest high profile cases against Ministry of Railways/ Pakistan Railways wherever required.
		iii.	Render Legal Opinion in all administrative matters.
		iv.	Develop Co-ordination in legal matters among RCL
		v.	Legal vetting of Show cause Notices and Statements of Allegations, Vetting of Speaking Orders of Secretary / Chairman & CEO/Sr. GM.

		vi.	To keep a liaison with the Directorate of Legal Affairs, Lahore and conduct Departmental/Personal Hearings along with the representatives of concerned offices.
		vii.	To monitor and look after affairs of allocated Divisions.
		viii.	To assist in Senate-National Assembly Meetings and Cabinet Committee Meetings
		ix.	Recommendation for filing Appeals to Supreme Court High Court
6.	Salary and Perks (Management Position-III Scale)		
a.	Scale of Pay		Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)		Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)		Rs. 5775/- per month.
d.	Transport		As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour		As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad		As admissible to civil servants in Category-II.
g.	Medical Facility		Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave		The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity		One month's basic pay for each completed year of service
7.	Contract Period:		
i)	Tenure of contract		Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract		On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
8.	Discipline		As applicable in case of contract employees.

TERMS OF REFERENCE(S) (TORS) OF THE POST OF LEGAL CONSULTANT-II (MP-III)
(RELATING TO LAND & OTHER EXECUTIVE MATTERS)

LEGAL CONSULTANT-II (MP-III) ONE POST			
1.	Eligibility Criteria (Educational Qualification & Experience)	Ph.D in Law with 06 years professional experience in the relevant field. or Masters in law/LLM with 10 years-experience in the relevant field.	
2.	Age Limit	Maximum = 62 years	
3.	Experience/ Skills:	i.	Currently and actively practices law in the courts of Pakistan;
		ii.	Proven understanding of the processes of land related law and other executive matters;
		iii.	Experience in producing written work to a high standard of accuracy, clarity and consistency;
		iv.	Undertakes legal research and gathers other relevant information and data to support land, legal and executive matters;
4.	Responsibilities/ Job Description:	a).	To keep a liaison with the Directorate of Legal Affairs, Lahore.
		b).	To entrust court cases to suitable RCLs with the consent of DS except those in which CEO or Secretary/Chairman is party.
		c).	To entrust or Withdraw court cases from RCLs with the prior approval of divisional authorities with consultation of Directorate of Legal Affairs.
		d).	To develop coordination between divisions and Headquarters through DSs in legal matters.
		e).	To supervise subordinate staff (litigation) in divisions/Headquarter office.
5.	Targets & deliverables	i.	To contest high profile cases against Ministry of Railways/ Pakistan Railways wherever required.
		ii.	To deal with legal cases/opinions regarding Property and land.
		iii.	To give legal interpretation of clauses of agreements and provision of guidelines in Commercial matters
		iv.	Recommendations for assailing the court orders decided against the department by way of filing appeals / revision.
		v.	Making close liaisoning with RCLs of KYC and Peshawar division.
		vi.	Vetting of various Bid Documents in accordance with PPRA Rules,
		vii.	Vetting of Para-wise Comments, Appeals, Plaints, replies to Misc.

6.	Salary and Perks (Management Position-III Scale)	
a.	Scale of Pay	Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)	Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)	Rs. 5775/- per month.
d.	Transport	As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour	As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad	As admissible to civil servants in Category-II.
g.	Medical Facility	Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave	The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity	One month's basic pay for each completed year of service
7.	Contract Period:	
i)	Tenure of contract	Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract	On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
8.	Discipline	As applicable in case of contract employees.

TERMS OF REFERENCE(S) (TORS) OF THE POST OF LEGAL CONSULTANT-III (MP-III)
(RELATING TO SERVICE MATTERS)

LEGAL CONSULTANT-III (MP-III) ONE POST			
1.	Eligibility Criteria (Educational Qualification Experience) &	Ph.D in Law with 06 years professional experience in the relevant field. or Masters in law/LLM with 10 years-experience in the relevant field.	
2.	Age Limit	Maximum = 62 years	
3.	Experience/ Skills:	i.	Currently and actively practices law in courts of Pakistan;
		ii.	Proven understanding of the processes of policies and laws relating to service matters;
		iii.	Experience in producing written work to a high standard of accuracy, clarity and consistency;
		iv.	Undertakes legal research and gathers other relevant information and data to support legal and service related matters;
4.	Responsibilities/ Job Description:	a).	To keep a liaison with the Directorate of Legal Affairs, Lahore.
		b).	To entrust court cases to suitable RCLs with the consent of DS except those in which CEO or Secretary/Chairman is party.
		c).	To entrust or Withdraw court cases from RCLs with the prior approval of divisional authorities with consultation of Directorate of Legal Affairs.
		d).	To develop coordination between divisions and Headquarters through DSs in legal matters also close liaison with Ministry of Railways in service matters.
		e).	To supervise subordinate staff (service matters) in divisions/Headquarter office.
5.	Targets & deliverables	i).	To monitor, attend and assist in high profile cases before Tribunals, High Court and Supreme Court of Pakistan.
		ii).	Legal vetting of Show cause Notices and Statements of Allegations, Vetting of Speaking Orders of Secretary / Chairman & CEO/Sr. GM.
		iii).	To keep a liaison with the Directorate of Legal Affairs, Lahore and conduct Departmental/Personal Hearings along with the representatives of concerned offices.
		iv).	Recommendation for filing Appeals to Supreme Court High Court
		v).	Review of Court Judgments, Interim Orders and Court Notices.
		vi).	Assisting RCLs while preparing cases and Vetting of Pleadings like Plaint, Petitions, Written Statements, Para-Wise Comments, replies to Misc. Applications.

		vii).	Assistant RCLs and service lawyers while preparing response to the cases and vetting of pleadings as per rules/regulations.
		viii).	Render legal opinion in all service matters.
		ix).	Develop coordination in service matters among RCLs.
6.	Salary and Perks (Management Position-III Scale)		
a.	Scale of Pay		Rs. 127,050 - 18,150 - 181,500
b.	Accommodation (House Rent)		Up to a rental ceiling of Rs. 33000/- per month
c.	Utilities Bills (5% of Pay)		Rs. 5775/- per month.
d.	Transport		As per monetization of transport facilities policy MP-III Rs. 65,060/- per month
e.	TA/DA on domestic official tour		As admissible to the civil servants of the BPS-20.
f.	TA/DA on official duty abroad		As admissible to civil servants in Category-II.
g.	Medical Facility		Reimbursement of medical and hospitalization charges for self, spouse and children for treatment received at Government or Government recognized Institution in Pakistan.
h.	Leave		The incumbent shall earn leave on full pay @ 3 days per month on annual basis and the leaves earned shall be availed during the currency of the year. Title of Leave will neither be carried over to the next year in case of non-availing nor will it be encashed.
i.	Gratuity		One month's basic pay for each completed year of service
7.	Contract Period:		
i)	Tenure of contract		Three (03) years further extendable for a maximum period of two (02) years on annual (yearly) basis subject to satisfactory performance.
ii)	Termination of Contract		On completion of tenure or one month's notice from either side. In case of notice by the Ministry, it shall be after approval of the appointing authority, In case of proceedings under para-6 (viii & ix) of the MP Position Scales Policy, 2020, the condition of one month's notice shall not be required.
8.	Discipline		As applicable in case of contract employees.

SHORT-LISTING CRITERIA FOR THE POSTS OF LEGAL CONSULTANT-I, II & III (MP-III SCALE)
IN TERMS OF PARA 3 (iv) (a) of MP-Scales Policy, 2020

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