



- 1) All the Vice Chancellors of Medical Universities in the Punjab
- 2) All the Heads/Principals of Teaching/Autonomous/Special Medical Institutions in the Punjab.
- 3) All the Medical Superintendents of the Teaching Hospital in the Punjab.
- 4) The Managing Director, Punjab Health Foundation, Lahore
- 5) The CEO, Punjab Healthcare Commission, Lahore.
- 6) Head of Burn Center / Chairman Plastic Surgery, Pak Italian Burn Centre, Nishtar Medical University, Multan
- 7) The Director, Internal Audit Wing, SHC & ME Department.
- 8) The Secretary, Blood Transfusion Authority, Lahore
- 9) The Surgeon General Medico-legal Punjab, Lahore.
- 10) The Director, Institute of Blood Transfusion Services, Punjab, Lahore.
- 11) The Director General (Nursing), Punjab, Lahore.
- 12) The Controller Nursing Examination Board, Lahore
- 13) The Secretary, Punjab Medical Faculty, Lahore
- 14) The Secretary, Punjab Pharmacy Council, Lahore.

I am directed to enclose herewith a copy of letter No.SO(HR)HR&MA/1-6/2021(Vol-III)-1745, dated 18.12.2025 alongwith its enclosures (Proforma-I & Proforma-II) received from Section Officer (Coord), Govt. of the Punjab, Human Rights & Minorities Affairs Department 24-C-II, Gulberg-III, Lahore on the subject cited above and to request to furnish the requisite consolidated report of your respective institution regarding vacant posts against 5% minority job quota alongwith Financial Implication.

Sr. #	Name of Department	Name of post with Basic Pay Scale (BPS)	Total number of posts allocated for initial recruitment	Total Number of posts reserved against 5% minority job quota	Number of posts filled against 5% minority job quota	Number of vacant posts against 5% minority job qouta	No. of posts whose requisition alre dy sent to PPSC	Financial implicati ons of the vacant posts against 5% minority job quota
1	2	3	4	5	6	7	8	9
Grant Total								

3.

This may be treated on Top Priority Basis / Most Urgent



SECTION OFFICER (GENERAL)

CC:-

- 1) The Director I.T, ICT Cell, SHC & ME Department with the directions to upload the said circular immediately.
- 2) The Section Officer (Coord), Government of the Punjab, Human Rights & Minorities Affairs Department, w/r to his letter No. referred above.
- 3) Registrar, Dr. Shoaib Suddle Commission (One Man Commission), Office # 406 (A), Evacuee Trust Complex, 4th Floor, F-5/1, Agha Khan Road, Islamabad.
- 4) The Section Officer (IPC), Ministry of Inter Provincial Coordination, Islamabad
- 5) The Section Officer (IPC), Govt. of the Punjab, I&C Wing, S&GAD w/r to his letter No.SO(Cab-I)4-14/15 SNE, dated 30.09.2025.
- 6) PS to Secretary SHC & ME Department.
- 7) PS to Special Secretary (Operations), SHC & ME Department.
- 8) PS to Special Secretary (Development & Reforms), SHC & ME Department.
- 9) PS's to All Additional Secretaries, SHC & ME Department.
- 10) PA's to All Deputy Secretaries, SHC & ME Department

MOST URGENT
TOP PRIORITY



No. SO(HR)HR&MA/1-6/2021(Vol-III) -1745
GOVERNMENT OF THE PUNJAB
HUMAN RIGHTS & MINORITIES
AFFAIRS DEPARTMENT
24-C-II, Gulberg-III, Lahore,

Dated Lahore, the 18th December, 2025

To

The Secretary,
Government of the Punjab,
Specialized Healthcare & Medical Education Department,
Lahore.

Attention: Section Officer (General)

Subject: **REQUEST FOR PROVISION OF LATEST VACANCY POSITION**
OF THE POSTS RESERVED AGAINST 5% MINORITY JOB
QUOTA ALONG WITH ITS FINANCIAL IMPLICATION AFTER
ABOLITION OF POSTS BY THE FINANCE DEPARTMENT.

I am directed to refer to your officer letter No. E&A(H) 2-219/2019(P-II) dated 16.12.2025, on the subject noted above and to state that the report received from your office is not in accordance with the circulated proformas as it is neither consolidated nor properly filled. Further, the reports received from field offices complete in all respect need to be compiled in respective administrative departments as HR&MA Department is collecting only compiled / consolidated reports incorporated on prescribed proformas alongwith its soft copies.

2. In this regard, I am further directed to request you again to kindly provide the consolidated reports separately on **Proforma-I** and **Proforma-II**, instead of sharing again & again field formation reports **WITHIN A DAY** so that the case may be presented to the Hon'ble Chief Minister, Punjab.

SECTION OFFICER (COORD.)

CC:

1. PSO to Additional Chief Secretary, Punjab.
2. PS to Secretary, Specialized Healthcare & Medical Education Department.
3. PS to Secretary, HR&MA Department.

DETAIL OF 5% MINORITY JOB QUOTA POSTS HAVING BASIC PAY SCALE 1 TO 15
(BPS 1 TO 15)

[illegible]

PROFORMA-II

DETAIL OF 5% MINORITY JOB QUOTA POSTS HAVING BASIC PAY SCALE 16 AND ABOVE

(BPS 16 & above)

Sr. No.	Name of Department	Name of Post with Basic Pay Scale from 16 and above	Total number of posts allocated for initial recruitment	Total number of posts reserved against 5% minority job quota	Number of posts filled against 5% minority job quota	Number of vacant posts against 5% minority job quota	No. of Posts whose requisition already sent to PPSC	Financial implication of the vacant posts against 5% minority job quota
Grand Total								