

Government of Pakistan
Cabinet Secretariat
Establishment Division

No.2/1/2013-D-4

Islamabad, the 15th July, 2013

OFFICE MEMORANDUM

Subject: - DECLARATION OF ASSETS HELD AND ACQUIRED BY GOVERNMENT SERVANTS & CORPORATION EMPLOYEES FOR THE YEAR ENDING JUNE 30, 2013.

The undersigned is directed to refer to Rule 12 of the Government Servants (Conduct) Rules, 1964 and administrative instructions issued by the Establishment Division from time to time, on the subject cited above and to request the Ministries/Divisions and Provincial Governments to obtain detailed declaration of assets and liabilities by August 15, 2013, for the year ending on June 30, 2013, from the officers/officials serving under them, on prescribed Proforma (copy attached) which is also available on website "<http://www.establishment.gov.pk>" of the Establishment Division.

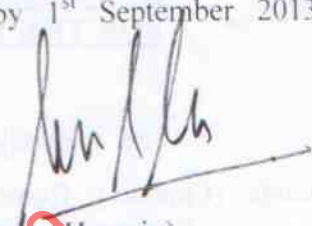
2. The officers, who have already submitted complete declaration of assets for the year ending June 30, 2012 and there is no change in assets over the previous year, Serial No. 9, 10 and 11 of the proformae may be marked "As before".

3. It may be added here that since the Establishment Division maintains the record of declaration of assets of APUG/OMG officers, the declaration for the officers belonging to these Groups should be forwarded to this Division. Officers may send an advance copy of their declaration to the Establishment Division to avoid delay. The declaration of assets in respect of all other Service Groups/Cadres will be maintained by their respective Ministries/Divisions/Departments. It may also be brought to the notice of all concerned that non-compliance of the above instructions is tantamount to misconduct in terms of the Government Servants (Conduct) Rules, 1964 and cognizable under the Government Servants (Efficiency and Discipline) Rules, 1973.

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4. The officers who have not submitted the declaration of assets proforma for the years ending June 2005, 2006, 2007, 2008, 2009, 2010, 2011 and 2012 should submit the same at the earliest, on the revised Performa.

5. A certificate to the effect that such declarations have been obtained from all employees other than APUG/OMG should be forwarded to the Establishment Division by all the Ministries/Divisions/ Provincial Governments by 1st September 2013, positively.


(Tassaddiq Hussain)
Deputy Secretary (Discipline)
Phone:-9103463

1. All Secretaries of Federal Ministries/Divisions Islamabad/Rawalpindi.
2. The Chief Secretaries, Government of Punjab, Sindh, Khyber Pakhtoon Khawa, Balochistan, Azad Jamu Kashmir and Gilgit Baltistan.
3. The Chairman NAB, Islamabad.
4. The Secretary, Wafaqi Mohtasib Secretariat, Islamabad.
5. Secretary, Federal Tax Ombudsman's Secretariat, Islamabad.
6. The Auditor General of Pakistan, Islamabad.
7. The Secretary, Election Commission of Pakistan, Islamabad.
8. Director General, Intelligence Bureau, Islamabad.
9. The Additional Secretary-I, Joint Secretary (Admn), and Joint Secretary (T), Establishment Division.
10. DS (CP-V) with the request to publish it on the official website of the Establishment Division.