

Government of Pakistan  
Cabinet Secretariat  
Establishment Division  
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No.3/2/2012-CP-II

Islamabad, the 15<sup>th</sup> Aug, 2013


**OFFICE MEMORANDUM**

Subject: **REVISION OF PROMOTION POLICY – ISSUANCE OF REVISED PER FORMS.**

The undersigned is directed to refer to this Division's OM No.F.1/1/2012-CP-2, dated 12th October, 2012 on the above subject and to invite attention towards para-2 (c) of the OM under reference whereby the decision to revive the relevant boxes in the PER Forms, deleted in 2003, was circulated.

2. It has now been decided that the PERs in respect of all officers in BS-17 & 18 as well as in BS-19 & 20 will be written on the revised PER Forms. The Revised Forms will be available on the website of the Establishment Division *id est* <http://www.establishment.gov.pk> for convenience of all concerned. The PERs for the calendar year 2013 will be initiated on the Revised Forms. Similarly, in respect of FBR and its lower formations, the PERs for FY 2012-13 shall be initiated on the Revised Forms.

3. The Ministries/ Divisions are requested to bring this decision to the notice of all Attached Departments/ Sub-ordinate Offices under their administrative control for compliance.

  
(Naveed Ashraf)  
Deputy Secretary (Policy)  
Ph: 051-9207036

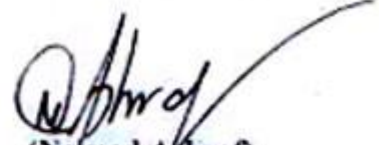
The Secretaries/Additional Secretaries In-charge  
of the Ministries/Divisions,  
Islamabad/ Rawalpindi.

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2. Secretary to the Prime Minister, Prime Minister's Office, Islamabad.
3. Secretary, National Assembly Secretariat, Islamabad.
4. Secretary, Senate Secretariat, Islamabad.
5. Secretary, Election Commission of Pakistan, Islamabad.
6. The Auditor General of Pakistan, Islamabad.
7. Secretary, Federal Public Service Commission, Islamabad.
8. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
9. Secretary, National Accountability Bureau, Islamabad.
10. Director General, Intelligence Bureau, Islamabad.
11. All Chief Secretaries of the Government of the Punjab/Sindh/Khyber Pakhtunkhwa/ Balochistan/ Gilgit Baltistan & Azad State of Jammu & Kashmir.
12. Rector, National School of Public Policy, Lahore.
13. Director General, Civil Services Academy, Lahore.
14. Director General, National Institutes of Management, Karachi.
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16. Director General, National Institutes of Management, Peshawar.
17. Director General, National Institutes of Management, Lahore.
18. Director General, Secretariat Training Institute, Islamabad.
19. Director General, Staff Welfare Organization, Islamabad.
20. Director General, Pakistan Public Administrative Research Centre, Islamabad.



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Deputy Secretary (Policy)  
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**Circulated for information to:-**

- Sr. PS to Establishment Secretary, PS to Additional Secretary-I, PS to Addl. Secy-II, Sr.J.S (Admn), J.S (E), J.S (R), J.S ( D&L), JS (CP-I), J.S (CP-II), D.S (Admn),D.S. (OMG), D.S (P&MC), D.S (E-1), (E-II), D.S (CP-I), (CP-II), (CP-III),(CP-IV), D.S (R-I), D.S (R-II), D.S (T-1), D.S (T-II), Director (PD), D.S (D), D.S (Lit-I), (Lit-II), D.S (Coord),  
✓ **D.S (CP-V) with the request to up-load the enclosed revised PER Forms on the Establishment Division's official website.**