

No. 1)1)ERM/2011(PER)/110,935-R

Islamabad the 30 July, 2011

From: Qurban Ali Khan
Secretary (Mgt. Customs)

- To:**
- 1) All Chief Commissioners, Inland Revenue (LTUs/RTOs)
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- 2) Director General, Intelligence & Investigation-FBR, Islamabad
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- 3) Directors General, Training & Research (Inland Revenue)/(Customs)
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- 4) Directors General, Inspection & Internal Audit (Inland Revenue)/(Customs)
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- 5) Director General, PCA, FBR Building, Islamabad
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- 6) Director General, Customs Valuation, Karachi
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- 7) Chief Collectors (North)/(South)
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- 8) Chief Coordinator Computerization (Inland Revenue)/(Customs)
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- 9) All Collectors, MCCs
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- 10) All Collectors of Customs (Appeals)
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- 11) All Commissioners, Inland Revenue (Legal)/(Appeals)

Subject: PERFORMANCE EVALUATION REPORTS FOR THE FINANCIAL YEAR ENDING ON 30.6.2011.

I am directed to refer to the subject noted above and to say that the Performance Evaluation Report for the Financial Year 2010-2011 i.e for the period from 1.7.2010 to 30.6.2011 will become due on 31st July, 2011.

2. It is informed that in the absence of up-to-date PERs the performance evaluation of officers due for promotion, training, foreign posting etc cannot be properly judged and such cases are thus considerably delayed for want of up-to-date PERs

3. In view of the above, it is requested that all the officers (BS-17 & above) under your administrative control may be asked to submit their PER forms to the concerned Reporting/Countersigning Officer and get the same completed for onward submission to the Board within the stipulated time.

4. The concerned officers may also be requested to furnish a copy of PER certificate to the ERM Section, FBR for follow up and record.

5. The prescribed PER forms are available on the web-site of FBR www.fbr.gov.pk and copies of the relevant forms may be downloaded for BS-21 on Green papers, BS-19&20 on Pink papers and BS-17&18 on Yellow papers.


Qurban Ali Khan
Secretary (Mgt. Customs)

Copy for information:

1. SA to Secretary Revenue Division/Chairman FBR

Copy for necessary action:

1. All Members, FBR
2. All Chiefs, FBR
3. All officers/officials posted in FBR (HQ) with the request to furnish their PER forms (duly completed upto Part-I&II thereof) to the concerned RO/CO for the period from 01.07.2010 to 30.06.2011)

Copy also forwarded to Web-master with the request to arrange for its placement on web-site of FBR.