

GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE

No. 1(1)ERM/2012 (PER) 149520

Islamabad the 19th November, 2012

From: Muhammad Asghar Ch.,
Chief (Management)

To:

1. All Chief Commissioners (LTUs)/(RTOs)
2. Chief Collectors Customs (North)/(South)
3. Director General, I&I (Customs)-FBR, Islamabad
4. Director General, I&I (IR)-FBR
5. Directors General, Training (Customs)/(IR)
6. Directors General, Internal Audit (Customs)/(IR)
7. All Collectors, MCC
8. All Commissioners (Appeals)
9. All Collectors (Appeals)

Subject : COMPLETION OF PERFORMANCE EVALUATION REPORTS OF THE OFFICERS OF INLAND REVENUE SERVICE AND PAKISTAN CUSTOMS SERVICE FOR THE FINANCIAL YEAR 2011-2012.

I am directed to refer to the subject noted above and to say that in terms of para 2.34 of booklet "A Guide to Performance Evaluation", the PER of all FBR officers for the Financial Year 2011-2012 i.e. for the period from 01.07.2011 to 30.06.2012 need to be completed as per the following the schedule (copy enclosed):-

- i) Reporting Officer by 20th July
- ii) Countersigning Officer by 31st July

2. The Establishment Division has directed that while sending the promotion proposals of IRS & PCS officers for consideration by the CSB, the PER for the financial year 2011-2012 must be completed otherwise the proposal will not be included in the agenda of CSB meeting.

3. It has been observed that despite repeated reminders/instructions issued on the subject by the Board to all concerned officers, the record of various officers due for promotion is still incomplete. Therefore, the competent authority has taken a serious view of the incomplete record of the officers.

4. In view of the above, the competent authority has directed that all the officers may be advised to furnish their PER forms to the concerned RO/CO, duly completed upto part-I & II, immediately so that the PERs could be initiated/countersigned and also ensure its onward despatch to FBR (HQ) within two days.


Encl: [As above]


(Muhammad Asghar Ch.)
Chief (Management)
Phone: 051-9205408

Copy to:

1. SA to Secretary, Revenue Division/Chairman, FBR
2. All Members, FBR

Copy forwarded to the Web Master, FBR with the request to place the same on FBR website.


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