

**GOVERNMENT OF PAKISTAN  
REVENUE DIVISION  
FEDERAL BOARD OF REVENUE**

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C.No.1(1)Misc./CMIR/2020/99412-R


Islamabad, the 9<sup>th</sup> July, 2021

**All Chief Commissioners/Directors General-IR  
All Chief Collectors/Directors General Customs/Collectors Customs  
Chief Coordinators, Computer Wing-IR/Customs**

Subject: **SUBMISSION OF PERFORMANCE EVALUATION REPORT (PER)  
AND ASSETS DECLARATION.**

I am directed to say that according to Rule 12 of Government Servant (Conduct) Rules, 1964, every government servant is liable to submit his/her Annual Declaration of Assets and Liabilities ending on 30<sup>th</sup> June every year. Also as per S.No.2.34-A (A guideline to performance evaluation), the timelines for all employees of FBR including its field formations to initiate and submit their Performance Evaluation Reports are as follows:

- i. Reporting Officer by 20<sup>th</sup> July.
  - ii. Countersigning Officer by 31<sup>st</sup> July.
2. It has been found from perusal of the record that some officers/officials have not complied with this mandatory responsibility on time.
3. I am, therefore, further directed to say that all officers/officials are directed to submit their Assets Declaration ending on 30/06/2021 and Performance Evaluation Report due for the year 2020-2021 or (missing if any) by **31.07.2021**, failing which their performance allowance shall be discontinued without any further notice and necessary action under the Civil Servants (E&D) Rules, 2020 shall also be initiated on account of this "Misconduct".

  
**(Ejaz Ahmed Bajwa)**  
Chief (HRM-IR)  
051-9205408

Copy to:

- SA to Chairman/Secretary Revenue Division.
- PS to Member (Admn/HR), FBR (HQ), Islamabad.
- Chief (HRM-Customs), FBR(HQ) Islamabad
- ✓ Webmaster for placement on FBR's website.