

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

C.No.1(1)Misc./CMIR/2020/99413-R

Islamabad, the 9th July, 2021

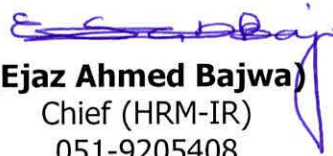
CIRCULAR

- 1. All officers of IRS/PCS/Ex-cadres FBR**
- 2. All officials of FBR(HQ) and all IR and Customs field formations**

Subject: **INSTRUCTIONS REGARDING RECEIVING OF PER'S, ASSETS DECLARATION AND OTHER DOCUMENTS RELATING TO PROMOTION.**

I am directed to say that some officers/officials are required to send their PER's, Assets Declaration and other documents directly to the relevant Secretary in Admn/HRM Wing or to the Second Secretary(ERM). However, instances have occurred where such documents are submitted in back dates by hand to the concerned secretary/staff in Admn/HR Wing, which is illegal and reflects defiance of the relevant rules.

2. Therefore, I am further directed to say that all officers / officials are directed to address all documents related to PER's, Assests Declaration and promotion to the Chief (HRM-IR)/Chief(HRM-Customs). Furthermore all such documents should invariably be sent and submitted through R&I Branch of FBR (HQ) bearing e-dox number and date. No document shall be entertained in future which is not properly diarized and bearing edox number.


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

Copy to:

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