

Government of Pakistan  
Revenue Division  
**Federal Board of Revenue**  
[Admn/ HR Wing]  
\*\*\*\*\*

C.No.25(2)S/MIR-VI/2019/(Pt-II)

Islamabad, the 30<sup>th</sup> October, 2024

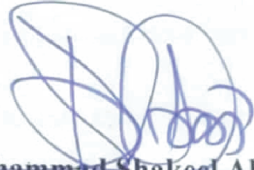
To: - **All Directors General/ Chief Commissioners Inland Revenue  
All Chief Collectors/ Directors General Customs**

Subject: - **OUTSOURCING OF GENERAL NON-CORE SERVICES (CLEANING,  
PLUMBING, GARDENING ETC.**

I am directed to forward herewith a copy of Establishment Division's OM F.No.1(1)/2023-Member/MSW dated 18<sup>th</sup> October, 2024 on the above subject and for information and strict implementation please.

2. This issues with the approval of **Member (Admn/HR), FBR.**

Encl: As Above:

  
—(Muhammad Shakeel Abbasi)  
Secretary (Management/HR.IR-VI)

CC: -

- i. Chief (Management/HR-IR), FBR (Hqrs), Islamabad.
- ii. Chief (Management/HR-Customs), FBR (Hqrs), Islamabad.
- iii. All Secretaries/ Second Secretaries, Admn/ HR Wing.
- iv. Director (MS Wing), Establishment Division, Islamabad.
- ✓ v. Web-Master PRAL for placement on "**Notice Board**" of FBR's Website.

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

\*\*\*

F. No. 1(1)/2023-Member /MSW

Islamabad, 18<sup>th</sup> October, 2024

Subject: OUTSOURCING OF GENERAL, NON-CORE SERVICES (CLEANING, PLUMBING, GARDENING ETC.)

The undersigned is directed to refer to the subject noted above and to state that Federal Cabinet in its meeting held on 27.08.2024 *inter alia* approved the recommendations of Committee on Rightsizing of the Federal Government as below:

**“Outsourcing of General, Non-core Services (Cleaning, Plumbing, Gardening etc.)”**

2. For the compliance of this Decision, the responsibility was entrusted to all Ministries/Divisions as per Cabinet Division's Memorandum No. 28/CM/2024-D dated 3-9-2024. Pursuant to the above, following measures may also be considered by all Ministries/Divisions, Departments and Organizational Entities under their administrative control:

- i. In future, Establishment Division will not recommend subject positions in case of new creation of posts referred by Ministries/Divisions.
  - ii. No recruitment against such posts may be made in case the existing posts are lying vacant or otherwise shall be declared as dying posts/cadres.
  - iii. The request for creation of the posts having nomenclature like Naib Qasid, Qasid, Khidmatgar, Daftri, Chowkidar, Security Guard, Frash, Cleaner, Khakroob, Sanitary Worker, Sweeper, Washerman, Mali/Gardner, Record Sorter, Helper, Cook, Barbar, Loader, Attendant, Gestetner Operator, DMO, Carpenter, Electrician, Lift Operator, Plumber, Aya etc. may not be referred to Establishment Division. The existing sanctioned posts of these nomenclatures may also be declared as dying posts.
  - iv. The General/Common/Non-core Services may be managed through outsourcing.
3. In view of the above, it is requested that further action may please be taken for the implementation of the aforementioned Decision of the Federal Cabinet in its true letter and spirit.

S(1R-VI)

Chief (Admin & Fin)

All Ministries/ Divisions,  
(Secretaries/Additional Secretaries (Incharge),  
Rawalpindi/Islamabad.

FSR eDoc Dy.No. 206303  
Received by Chairman's Secret  
on 21 OCT 2024

23 OCT 2024

CLM-1R)

CLM-9

*Handwritten signatures and initials*

M (H Ops)	
M (IR-P)	
M (Cus-ops)	
M (Cus-P)	
RA (Admn/HR)	✓
M (IT)	
M (IR)	
M (F)	
M (Legal)	
Director (MS Wing)	
Director (CIS)	
Director (CIS-ops)	
Director (CIS-Admn)	
Director (CIS-IT)	
Director (CIS-IR)	
Director (CIS-IR-ops)	

(Rana Nasir Amin)  
Director (MS Wing)

24/10/24