

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

C.No.25(17)M/HR.IR-VI/2011

Islamabad, the 16th August, 2024.

To: All Chief Commissioners IR concerned

Subject: **PROMOTION OF SUPERVISORS/HEAD CLERKS (BS-14) AND ASSISTANT (BS-15) TO THE POST OF OFFICE SUPERINTENDENT (BS-16) IN INLAND REVENUE FIELD FORMATIONS.**

I am directed to refer to the above subject and to say that panels of eligible Supervisors/Head Clerks (BS-14) and Assistant (BS-15) have been received from different field formations for consideration of their promotion to the post of Office Superintendent (BS-16) against 90% and 10% respectively. However, it has been observed that some field formations have excluded the names of Supervisors/Head Clerk and Assistants working in the Directorate General of I&I(IR) Islamabad and its regional Directorates/offices at the respective stations, in the light of decision already conveyed by the Board vide letter No.25(30)MIR.IV/2017 dated 01.03.2024 to maintain separate seniority list of staff in each cadre (BS-1 to 15 except DEOs) by the Directorate General of I&I(IR) itself.

2. Since the Directorate General of I&I(IR) has not yet finalized their separate seniority list of staff on the analogy of Directorate General of Internal Audit(IR), **therefore, all staff (BS-1 to 15 except DEOs) of the Directorate General of I&I(IR) including its regional Directorates/offices shall continue to be included in the seniority lists of staff being maintained by RTOs/CTOs at the respective stations as before, until and unless the process of issuance of separate seniority lists is finalized by the Directorate General of I&I(IR) as already approved by the Board.**

3. In view of above, all those field formations, who have forwarded the panels for promotion to the post of Office Superintendent (BS-16), are requested that the following Certificate may invariably be forwarded to the Board **within a week positively** for consideration of promotion case by the Board:-

“Certified that the panel of Supervisors/Head Clerks and Assistants, earlier sent to the Board, includes all employees of same cadres working in the Directorate General of I&I(IR) or its regional Directorate, at the respective station.”

4. In case any of the field formation has already forwarded the panel to the Board after exclusion of Supervisors/Head Clerks and Assistants of the Directorate General of I&I(IR) or its regional Directorates at the respective station, the same may please be rectified immediately and furnish a revised panel and seniority list including the staff in these cadres presently working in the Directorate General of I&I(IR) or its regional Directorate/office at the respective station.

5. This exercise should be completed with a compliance report to the Board **within a week positively.**


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

CC:

- Director General, I&I(IR) Islamabad with the request to furnish station-wise seniority list of all Supervisors/Head Clerks and Assistant presently working in the Directorate General of I&I(IR) including its regional Directorates/offices to the Board for re-confirmation, at the earliest.
- ✓ Web-Master PRAL for uploading on FBR's website.