

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

C.No.25(4)M/HR.IR-VI/2025

Islamabad, the 30th October, 2025

To: - **All Chief Commissioners Inland Revenue,
All Director Generals Inland Revenue**

Subject: - **PROMOTION OF SUPERVISORS/ HEAD CLERK (BS-14) AND
ASSISTANT (BS-15) TO THE POST OF OFFICE
SUPERINTENDENT (BS-16).**

I am directed to refer to the above subject and to say that in order to consider promotion against vacant posts of Office Superintendent (BS-16), the DPC was Scheduled on 30th October, 2025. During the scrutiny of the record i.e PERs, Declaration of Assets and other allied documents (liable for consideration for promotion), it came to surface that some field offices have forwarded the copies of above referred documents duly attested from their respective officers i.e. IRO/AC/DC IR, of their officials.

2. I am further directed to state that in case of photocopies of required documents for Departmental Promotion Committee (DPC) the same must be attested from the DC IR/ADC IR (HQ), of the said field office and incase of official posted in the office of CIR, (Appeals), the said documents must be duly attested from the concerned CIR (Appeals).

3. Keeping in view the above, referred deficiencies DPC has been postponed, and concerned field offices are directed to submit the duly attested photocopies of their officials (where there required) from their concerned DC IR/ADC IR (HQs) on or before 30th November, 2025.

Wasim 30/10/25
(Muhammad Wasim)
Second Secretary (Mgt/HR.IR-VI)

CC:

- Member (Admn/HR), FBR.
- Chief (Management/HR-IR), FBR.
- Web-master, PRAL for uploading on FBR's Website.
- Assistant Director (Automation) for uploading on FBR's Website.