

(TO BE PUBLISHED IN THE GAZETTE OF PAKISTAN PART-I)

GOVERNMENT OF PAKISTAN
(REVENUE DIVISION)
FEDERAL BOARD OF REVENUE

Islamabad, the 13th March, 2025

NOTIFICATION

(Placement of Officers of FBR in Admin Pool- Instructions Regarding)

No. 0535-IR-I/2025 In pursuance of decision of Board in its meeting held on 13th March, 2025, the following decisions are hereby notified with immediate effect:

- 1) An officer of Federal Board of Revenue (FBR) may be posted in the Admin Pool only in the following circumstances:
 - a) FBR is yet to determine the appropriate posting for the officer.
 - b) The officer has returned from deputation.
 - c) The officer has returned from long leave.
 - d) The officer has returned from medical leave which had warranted relinquishment of charge.
 - e) The officer has returned from a training that had warranted his/her relinquishment of charge.
 - f) There is a complaint against the officer and a fact-finding inquiry has been initiated which also warrant removal of the officer from his present posting.
 - g) Where inquiry under the E&D Rules are in progress which necessitate removal of the officer from his present posting.
 - h) Any other exigencies which may warrant placement of *an* officer on Admin Pool for a while.
- 2) The placement of an officer in the Admin Pool shall be for the shortest possible time and shall not exceed forty-five (45) days.
- 3) Notwithstanding contained in para 2 above, in case the placement of an officer on Admin Pool exceeds forty-five (45) days, a committee comprising Member (Admin/HR) and the respective Member (Operations) of Inland Revenue and Customs shall review the officer's placement in Admin Pool and may make appropriate recommendations in writing to the Chairman FBR for approval, including further posting or pending such posting, extension in the officer's placement for up to another maximum forty-five (45) days along with reasons to be recorded in writing.
- 4) On or before the expiry of such extended period of placement, the officer must be posted to his/her next posting.
- 5) Any extension in the duration of placement on the Admin Pool beyond ninety (90) days may only be made with the officer's consent or where disciplinary proceedings have been initiated against the officer under the Civil Servants (Efficiency and Discipline) Rules, 2020.
- 6) Where there is an E&D proceeding underway against an officer, the condition mentioned in paras 3 and 5 shall not apply.
- 7) The officer placed on the Admin Pool shall continue to draw salary and allowances etc. against a supernumerary post in his/her previous office.
- 8) The officers currently placed on the Admin Pool for a period beyond ninety (90) days shall be posted within fifteen (15) days of the issuance of this notification.

(Abid Hussain Gulshan)

0535-IR-I/2025

Secretary (Management/HR.IR-II)

F.No. 13(1)S. HRMIR-I/2025

Distribution: -

1. SA to Secretary Revenue Division/Chairman, FBR
2. All Members, FBR, Islamabad
3. All D.Gs/Chief Collectors/Chief Commissioners.
4. Secretary (PR), FBR, Islamabad
5. Second Secretary (SSM)/(ERM), FBR, Islamabad
6. The AGPR Office, Islamabad
7. The AGPR Sub Offices
8. DDO, FBR, Islamabad
9. Personal File / Notification folder



(Abid Hussain Gulshan)

0535-IR-1/2025

Secretary (Management/HR.IR-II)