

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No. 2/1/2013-D-4

Islamabad, the 26th July, 2021

OFFICE MEMORANDUM

Subject: DECLARATION OF ASSETS HELD AND ACQUIRED BY GOVERNMENT SERVANTS FOR THE YEAR ENDING 30TH JUNE, 2021.

The undersigned is directed to refer to Rule 12 of the Government Servants (Conduct) Rules, 1964, and administrative instructions issued by the Establishment Division, Government of Pakistan, from time to time, on the subject cited above. It is requested to obtain Declarations of Assets and Liabilities for the financial year ending 30th June, 2021, from the officers/officials serving under you by 31st August, 2021, on the prescribed proforma (copy attached), which is also available on website of the Establishment Division that can be accessed at "<http://www.establishment.gov.pk>".

2. Establishment Division maintains record of Declaration of Assets and Liabilities of the officers belonging to Pakistan Administrative Service (PAS), Police Service of Pakistan (PSP), Secretariat Group (SG) and Office Management Group (OMG). Therefore, Declarations of the officers belonging to these Services / Groups should be forwarded to this Division latest by 5th September, 2021. Officers belonging to these Services / Groups and serving under the Provincial Governments may send an advance copy of their Declarations to this Division, to avoid any delay. The Declarations of Assets and Liabilities in respect of all other Service Groups/Cadres will be maintained by their respective Ministries/Divisions/Departments.

3. It is pertinent to mention that non-compliance of the Rules ibid and instructions issued thereof from time to time, tantamount to "misconduct" within the meaning of Rule 2 (k) of the Civil Servants (Efficiency and Discipline) Rules, 2020. Further, in light of Rule 7 (j) of Civil Servants Promotion (BS-18 to BS-21) Rules, 2019, a civil servant who has not submitted his/ her annual Declarations of Assets and Liabilities forms for the last five years, will be deferred from promotion in the respective promotion boards.

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4. A certificate to the effect that Declarations of Assets and Liabilities have been obtained from all the employees other than those under administrative control of Establishment Division should be forwarded to the Establishment Division by 15th September, 2021, positively.

(Dr. Muhammad Shoaib Akbar)
Joint Secretary (D)
Phone: (051) 9209215

1. The President's Secretariat (Public), Islamabad.
2. The Prime Minister's Office, Islamabad.
3. All Secretaries/Additional Secretaries (In charge) of Federal Ministries/Divisions, Islamabad/ Rawalpindi.
4. Chief Secretaries, Governments of the Punjab, Sindh, Khyber Pakhtunkhawa, Balochistan, Azad, Jammu & Kashmir and Gilgit- Baltistan.
5. Secretaries (Services), Services & General Administration Departments, Governments of the Punjab, Sindh, Khyber Pakhtunkhawa, Balochistan, Azad, Jammu & Kashmir and Gilgit- Baltistan.
6. Chairman National Accountability Bureau, Islamabad.
7. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
8. Secretary, Federal Tax Ombudsman's Secretariat, Islamabad.
9. Auditor General of Pakistan, Islamabad.
10. Accountant General of Pakistan Revenues, Islamabad.
11. Secretary, Election Commission of Pakistan, Islamabad.
12. Director General, Intelligence Bureau, Islamabad.
13. Additional Secretary-I, Additional Secretary-II, Joint Secretary (Administration) and Joint Secretary (Training), Establishment Division, Islamabad.
14. DS (CP-V) with the request to publish it on the official website of the Establishment Division, Islamabad