



CONFIDENTIAL
MOST URGENT

D.O. No. 1/1/2020/CP-IX (PER)
GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION
ISLAMABAD

Tele: 051-9211214

Islamabad the dated 9th July, 2021

Subject: - **TIMELY COMPLETION OF PERFORMANCE EVALUATION REPORT (PERs).**

Dear Sir,

Establishment Division is maintaining Performance Evaluation Report Dossiers and Individual Career Planning (ICP) Charts in respect of officers belonging to the PAS, PSP, SG and OMG.

2. After receiving the detachable certificate of PER from the reporting upon, the concerned Administration immediately forwards the same to the Reporting/ Countersigning Officers as required under para 6.7 of AGPE-2004, which is reproduced below:-

"A detachable certificate shall be affixed to the revised format of the PERs. Samples of certificate already provided to Secretaries/Additional Secretaries Incharge of Ministries/Division.

(2). *The officers being reported upon would be required to fill in the name/designation of their reporting and countersigning officers and dispatch the certificate to the officer in charge entrusted with the maintenance of their evaluation records on the same date the PER is forwarded to the reporting officers.*

(3). **This shall enable the controlling Ministries/Division/ Authorities to ensure follow-up and prompt retrieval of PERs from the Reporting/Countersigning Officers.**

3. Reporting and Countersigning Officers concerned may be requested to kindly initiate/countersign the PERs as the following timeframe given in para 2.37 of AGPE-2004, has already lapsed.

- (1). Officers of Grade 21 & 2031st January
- (2). Officers of Grade 1928th February
- (3). Officers of Grade 18 & 1731st March

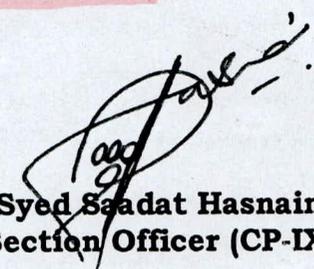
(Naveed Akhtar)
Director (PD)

Secretaries/Additional Secretaries Incharge
Of Ministries/Division, Islamabad/Rawalpindi.

P.T.O

Copy for information and similar action to: -

- (i). Chief Secretary, Government of the Punjab, Lahore.
- (ii). Chief Secretary, Government of Sindh, Karachi.
- (iii). Chief Secretary, Government of Khyber Pakhtunkhawa, Peshawar.
- (iv). Chief Secretary, Government of Balochistan, Quetta.
- (v). Chief Secretary, Government of Gilgit-Baltistan, Gilgit.
- (vi). Chief Secretary, Government of AJK, Muzaffarabad.
- (vii). Inspector General of Police, Government of the Punjab, Lahore.
- (viii). Inspector General of Police, Government of Sindh, Karachi.
- (ix). Inspector General of Police, Government of Khyber Pakhtunkhawa, Peshawar.
- (x). Inspector General of Police, Government of Balochistan, Quetta.
- (xi). Inspector General of Police, Government of Gilgit-Baltistan, Gilgit.
- (xii). Inspector General of Police, Government of AJK, Muzaffarabad.
- (xiii). Inspector General of Police, ICT, Islamabad.
- (xiv). Inspector General of Police, NH&MP, Islamabad.
- (xv). Inspector General of Police, Pakistan Railways Police, Lahore.
- (xvi). Director General, Federal Investigation Agency, Islamabad.
- (xvii). Director General, Intelligence Bureau, Islamabad.
- (xviii). Additional Secretary (Admn), S&GAD, Government of the Punjab, Lahore.
- (xix). Additional Secretary (S-II), SGA&CD, Government of Sindh, Karachi.
- (xx). Additional Secretary (Estab), Government of Khyber Pakhtunkhawa, Peshawar.
- (xxi). Additional Secretary (Services), S&GAD, Government of Balochistan, Quetta.
- (xxii). Deputy Secretary (Services), Services, General Administration, Information and Cabinet Department, Government of Gilgit-Baltistan, Gilgit.
- (xxiii). Deputy Secretaries (Admn), All Ministries/Division, Islamabad and Rawalpindi.
- (xxiv). Deputy Secretary (CP-V) for uploading on website.


(Syed Saadat Hasnain)
Section Officer (CP-IX)