

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
ESTABLISHMENT DIVISION

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CIRCULAR

No.3/1/2015-CP-II

Islamabad, the 17<sup>th</sup> December, 2025

Subject: **Online PER Submission through HRMIS w.e.f. 1 January 2026**

In order to uphold the principles of confidentiality and objectivity in the process of PER writing, the Establishment Division is in the process of notifying the new Performance Evaluation (PER) Rules, which shall be applicable on PERs due to be written w.e.f 01<sup>st</sup> January, 2025. These rules shall, inter alia, replace the manual PER process and require all Civil Servants to initiate and process their PERs exclusively through the HRMIS online system. Initially, this feature will be available for Civil Servants of BS-17 to BS-21 belonging to PAS, PSP, OMG and SG serving in the Federation, Provinces, Attached Departments, Field Formations and Autonomous Bodies. This will be extended to officers of other groups / services in due course.

2. It is therefore intimated that officers' PERs from above mentioned group /services for the calendar year 2025 may not be initiated manually from 10-12-2025 onwards with the exception of those whose PERs for a part of calendar year 2025 have already been received by Establishment Division as on 10-12-2025. The individual officers may confirm receipt of their part PERs from Director PD on [directorpd@establishment.gov.pk](mailto:directorpd@establishment.gov.pk) or 0519211214

3. Further, all Administrative Secretaries, Heads of Attached Departments, and supervising officers are requested to convey these instructions to officers of PAS, PSP, OMG & SG working under them for strict compliance.

4. Detailed instructions / guidelines in the matter will follow.

  
(Piyaar Ali Lakho)  
Deputy Secretary (CP-IV)

To:

**All Ministries/Divisions, Attached Departments and Sub-Ordinate Offices** with the request to circulate it among the concerned Officers working under them.

Copy to:

The Chief Secretaries, Government of the Punjab, Sindh, Khyber Pakhtunkhawa, Balochistan, Azad Jammu & Kashmir and Gilgit Baltistan.