

051-9245853



Government of Pakistan
FINANCE DIVISION
(Regulations Wing)
*FBC Building, Near State Bank of
Pakistan*

By Special Messenger

F.No.4(6)Imp/FR-17/2013(Vol-II)-520

Islamabad, the 18th July, 2017

OFFICE MEMORANDUM

Subject:- **REVISED GUIDELINES FOR FR-17(1) COMMITTEES TO CONSIDER THE
CASES OF PROFORMA PROMOTION.**

The undersigned is directed to refer to this Division's O.M. No.4(6)Imp/FR-17/2013 dated 18-09-2015 on the above subject and to inform that it has been observed that a number of cases are being sent to Finance Division for consideration by FR-17(1) Committees which do not fall within the mandate of FR-17(1). It is, therefore, emphasized that all the cases may first be examined at the level of Principal Accounting Officer before submission to FR-17(1) Committees and only those cases may be sent to this Division which are covered under FR-17(1) as per revised Guidelines issued on 18-09-2015. The aspects given in **Annex-I** may particularly be looked into and certified before submission of each case.

2. The competent authority has decided that cases for consideration of FR-17(1) Committees must also be certified by Principal Accounting Officers of respective Ministries/Divisions as per specimen at Annex-I.


(**Beenish Ashraf Tahir**)
Section Officer (FR-17)

Secretary / Additional Secretary (In charge)
of all Ministries / Divisions / Departments

Copy also forwarded for information to:

1. President's Secretariat (Public), Islamabad.
2. President's Secretariat (Personal), Islamabad.
3. Prime Minister's Office (Internal), Islamabad.
4. Prime Minister's Office (Public), Islamabad.
5. National Assembly Secretariat, Islamabad.
6. Senate Secretariat, Islamabad.
7. Election Commission of Pakistan, Islamabad.
8. Supreme Court of Pakistan, Islamabad.
9. Federal Shariat Court, Islamabad.
10. Auditor General of Pakistan, Islamabad.
11. Controller General of Accounts, Islamabad.
12. AGPR, Islamabad/Lahore/Peshawar/Karachi/Quetta.
13. Military Accountant General, Rawalpindi.
14. Capital Development Authority, Islamabad.
15. Office of the Chief Commissioner, Islamabad.
16. Federal Public Service Commission, Islamabad.
17. Secretary, Wafaqi Mohtasib (Ombudsman)'s Secretariat, Islamabad.
18. Pakistan Atomic Energy Commission, Islamabad.
19. Central Directorate of National Savings, Islamabad.
20. National Accountability Bureau, Islamabad.
21. Intelligence Bureau, Islamabad.
22. DG Post Offices, Islamabad.
23. Economic Adviser's Wing, Finance Division, "S" Block, Pak. Sectt. Islamabad.
24. Secretariat Training Institute, Islamabad.
25. Earthquake Reconstruction & Rehabilitation Authority (ERRA), Islamabad.
26. Web Administrator, Finance Division, Islamabad (for uploading at Finance Division's website).


(Beenish Ashraf Tahir)
Section Officer (FR-17)

CERTIFICATE

Certified that the claim of Mr./Mrs./Miss. _____
S/o D/o W/o _____ for grant of proforma promotion to BS- _____
w.e.f. _____ falls within the purview of FR-17(1) Committees as per revised
Guidelines issued on 18-09-2015. The following aspect has particularly been looked
in to:

- a) The civil servant was entitled to be promoted from a particular date during his service.
- b) He/she was wrongfully prevented from rendering service in the higher scale and there was no fault on his part.
- c) His/her junior was promoted prior to him; and
- d) He/she was subsequently promoted to higher post and his/her seniority was re-fixed after his/her promotion at his/her original position with his/her batch mate.

Principal Accounting Officer/
Secretary of Ministry / Division