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No.F.1(12)HR-I/2010-706
Government of Pakistan
FINANCE DIVISION
(HRM Wing)

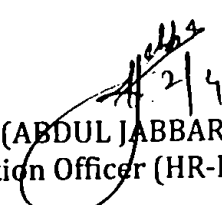
Islamabad, the 2nd April, 2019

OFFICE ORDER NO. 61/2019

In supersession of this Section's Office Order No. 55/2019 dated 13th March, 2019, the Competent Authority has been pleased to re-constitute the sub-Committee on day care centers comprising of the following officers of Finance Division:-

- | | | | |
|------|---|---|------------------|
| i) | Ms. Tasneem Bajwa,
Section Officer (IF-II) | - | Head/Chairperson |
| ii) | Ms. Anam Jamal,
Section Officer (EF C-I) | - | Member |
| iii) | Ms. Sara Jawad,
Section Officer (IF-I) | - | Member |
| iv) | Ms. Ayezza Sattar,
Section Officer | - | Member |
| v) | Ms. Bushra Arshad,
Librarian | - | Member |

2. The Sub-Committee on Day Care has been assigned the following tasks:-
- Drafting TORs/SOPs for proper functioning of the Day Care Centers.
 - Supervisors (A tier to be made from the cadre of existing Superintendent Assistant as additional task)
 - Recruitment of Day Care Lady attendants/ Sweepers, Establishment Division may be approached in consultation with Expenditure Wing of Finance Division for expeditious creation of the said posts.
 - If required, a separate Budget allocation may be made for the Day Care Centers in the next budget.
 - For Specific surveillance through Cameras, Services Section may be approached to do the needful.


(ABDUL JABBAR)
Section Officer (HR-I)

Distribution:

- All Officers concerned.
- Web Master.