

**GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE**

C.No. 4(1)S&M/2014

Islamabad, the 14th May, 2014.


CIRCULAR

SUBJECT: BAN ON VISITORS IN THE FEDERAL BOARD OF REVENUE.

Due to heavy engagements of Chairman and Members of FBR in the Budget related exercise and for the purpose of maintaining secrecy, entry of the visitors in Board's premises is being restricted with immediate effect. Following procedure shall apply until further orders:-

- (i) Only visitors of the Chairman/Members shall be allowed entry subject to the approval of the concerned officers. In case a visitor has prior appointment, the concerned Private Secretary will intimate the Receptionist to this effect well before time.
- (ii) In case of any commitment of the concerned officers, the Private Secretary will convey suitable instructions to the Receptionist, including any re-scheduling of the meeting.
- (iii) In case a confirmed meeting is to be cancelled for any reason, intimation thereof should be given to the Receptionist well before the appointment time.
- (iv) No officer/staff other than the Chairman/Members is allowed to receive visitors in his room.

2. These instructions may strictly please be complied with by all concerned.


(Mohammad Iqbal)
Chief (Admn)/
Chief Security Officer (Budget)

Distribution

1. All officers of the Board.
2. Reception Desk, FBR/Notice Board.

CC: All Members, FBR.
SA to Chairman, FBR.