



**GOVERNMENT OF THE PUNJAB  
ZAKAT & USHR DEPARTMENT  
(70-A, Shah Jamal, Lahore)**

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**NOTIFICATION**

No.SO(G)Z&U/3-13/2013(P-I). In supersession of this department's Notification of even number dated 22.02.2019 and pursuant to the decision taken in the Provincial Implementation Committee Meeting held 29.07.2020 circulated by the Information & Culture Department's letter No. SO(INF) 25-1/2014(P) dated 21.09.2020, Deputy Secretary (Admn.), Zakat & Ushr Punjab, Lahore is hereby nominated as Chief Public Information Officer of this department in place of Administrator, Zakat & Ushr Punjab to:

- i. hand over the record of the conduct of TRI business to his successor on his transfer or leaving the charge of posts.
- ii. ensure on behalf of Administrative Secretary / HOD the designation of PIOs for all offices, keep updated data of designated PIOs, to establish and update official website, arrange trainings of PIOs and to ensure the implementation of directions of Provincial Implementation Committee and the Punjab Information Commission.
- iii. liaise with Punjab Information Commission (PIC).
- iv. ensure issuance of list of notified Public Information Officers (PIOs) at least one for each administrative unit / office.
- v. arrange regular trainings of PIOs through PIC.
- vi. ensure provision of necessary facilities and support to PIOs to perform their duties efficiently and effectively.

His particulars are as under:-

<b>Designation &amp; Address</b>	<b>Phone Office</b>	<b>Fax</b>	<b>E-mail</b>
Deputy Secretary (Admn.), Zakat & Ushr Department, 70-A, Shah Jamal, Lahore.	042- 99263233	042- 99263231	<a href="mailto:secyzakat@punjab.gov.pk">secyzakat@punjab.gov.pk</a>

Dated Lahore, the  
7<sup>th</sup> October, 2020

SECRETARY  
Zakat &Ushr Department

***No. & Date Even:***

A copy is forwarded for information to:-

- i. The Chairman, Punjab Information Technology Board, Lahore.
- ii. The Chief Information Commissioner Punjab, 64 - Nursery Lane, Lawrence Road, Near China Chowk, Lahore.
- iii. The Administrator, Zakat & Ushr Department, Punjab / Ex-Chief PIO with the request to circulate this Notification to all the PIOs.
- iv. The Managing Director, Punjab Vocational Training Council, Lahore.
- v. The Deputy Secretary, Zakat & Ushr Department / Chief PIO.
- vi. The Manager PR & Marketing, PVTC, Lahore / PIO.
- vii. The Section Officer (Estt.), Information & Culture Department.
- viii. P.S. to Secretary, Government of the Punjab, Information & Culture.
- ix. P.S. to Secretary (I&C), Government of the Punjab, S&GA Department.
- x. P.S. to Secretary Zakat & Ushr Department.
- xi. Office order file.

**SECTION OFFICER (GENERAL)**