



No. 2/8/2003-GC

Government of Pakistan

Cabinet Secretariat

Cabinet Division

Islamabad

17<sup>th</sup> March, 2007

**OFFICE MEMORANDUM**

Subject: **PROCEDURAL REQUIREMENTS FOR THE USE OF MOBILE PHONE ON PUBLIC ACCOUNT**

In continuation of this Division's D.O. letter No.F.5/2/2004-GC dated 11<sup>th</sup> April, 2005 (copy enclosed), I am directed to state that following new instructions have been issued by the Competent Authority on the above cited subject:-

- i) The mobile sets which do not function properly after a period of three years of continuous use can be replaced on the written requests of concerned officer(s). Further disposal, sale, purchase of components etc. of these mobile sets shall be dealt with as per PPRA's instructions and Delegation of powers for purchase of electronic machinery and equipments in the Ministries/Divisions/ Departments etc.
- ii) The distinction between "official" and "private" calls has been done away with as long as the officer/user remains within the permissible ceiling allowed to him/her by the Federal Government.

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iii) The existing upper limits for expenditure on Mobile Phones authorized to distinguished categories will be maintained. However, In very exceptional circumstances (involving frequent traveling) the excess expenditure beyond the prescribed ceiling will be condoned by the Prime Minister on a Summary to be initiated by the Principal Accounting Officer concerned. The Summary will be routed through the Cabinet and the Finance Divisions alongwith the monthly mobile phone bill and giving full justifications for excess expenditure.

2. These instructions have the approval of Finance Division vide their O.M No. F.6(1)Exp.III/2004-899 dated 30<sup>th</sup> December, 2006.

  
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All Federal Secretaries/  
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