

GOVERNMENT OF PAKISTAN  
CABINET SECRETARIAT  
(CABINET DIVISION)

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F.No.2/26/2005-RA-IV

Islamabad, the 11<sup>th</sup> May, 2009.

OFFICE MEMORANDUM


Subject:- REVISION OF POLICY ON USE OF MOBILE PHONE FACILITY

The undersigned is direct to state that the competent authority has decided to extend the use of Cellular/Mobile telephone facility at public expense to all officers in BS-20 and below working in the Ministries/Divisions on regular basis in the interest of operational efficiency. Office telephone ceiling issued vide this Division's O.M No. 3/10/2006/STC-RA-III dated 5<sup>th</sup> January 2007 has been partially revised. The revised mobile phone policy and revised office ceiling on land line shall be applicable from 11<sup>th</sup> May, 2009 subject to observance of the following conditions :

i)

Designation	Office Phone Ceiling on Landline Number (Per month)	Mobile Phone Ceiling (Per month)	Revised Office Phone Ceiling on Landline Number (Per month)
Joint Secretaries (BS-20) or equivalent in the Ministries / Divisions and Director Generals in the, M/o Foreign Affairs	No limit	Rs. 1,000/-	No limit
Deputy Secretaries (BS-19) or equivalent in the Ministries/Divisions and Directors in the M/o Foreign Affairs	Rs 8221/- + (Line Rent)	Rs.800/-	Rs 7421 + (Line Rent).
Section Officers (BS-17-18) or equivalent in the Ministries/ Divisions and Assistant Directors/ Deputy Directors in the M/o Foreign Affairs	Rs.6711/- + (Line Rent)	Rs.500/-	Rs.6211/-+ (Line Rent)

- ii) All entitled officers of Ministry of Foreign Affairs and other Ministries posted in Pakistan Missions abroad are authorized 25% of combined ceiling (office and residential telephone) for use of mobile phone.
- iii) Facility of Roaming Mobile telephone has been extended to Secretaries, Additional Secretaries, Heads of attached Departments and autonomous Organizations who are in or equivalent to BS-21 and BS-22.
- iv) Excess expenditure beyond ceiling on roaming mobile phone upto 25% will be condoned by the concerned Principal Accounting Officer (PAO). The excess expenditure upto 50% will be condoned by the Cabinet Secretary on the recommendations of the concerned PAO. Cases for condonation excess expenditure beyond 50% will be submitted to the Prime Minister with full justification. Instructions issued vide this Division's O.M. No 23/2003-GC dated 17<sup>th</sup> March, 2007 will stand modified.
- v) Only postpaid billing would be admissible for use of mobile telephone.
- vi) The facility allowed to the Officers in BS-20 and below will also be subject to the condition that the officers will arrange the equipment (Mobile Phone Set) at their own.
- vii) The officers will be allowed to have connection of any mobile company.
- viii) Other guidelines as contained in Cabinet Division's letter No. F.5/2/2004-GC dated 11<sup>th</sup> April, 2005 (copy enclosed) will be followed.

  
(Daud Khan)  
Deputy Secretary (RA)  
Tele: 9201247

All Federal Secretaries/  
Additional Secretaries Incharge of  
Ministries/Divisions/Heads of Attached Departments/  
Autonomous Bodies etc.  
Islamabad/Rawalpindi

Copy for information to:

1. The Accountant General of Pakistan Revenues, Islamabad.
2. The Controller General of Accounts, Islamabad.
3. All Joint Secretaries/Deputy Secretaries/Section Officers and Private Secretaries of Cabinet Division, Islamabad.
4. P.S to Cabinet Secretary, Cabinet Division, Islamabad.