



Government of Pakistan
Ministry of Science & Technology
Pakistan Council of Scientific & Industrial Research (PCSIR)

Reminder – I

Ref. No. 313/402/2023 | 11066

Dated: 01.03.2023

The Director General
PCSIR Labs Complex,
Karachi.

The Director General
PCSIR Labs Complex,
Lahore.


The Director General
PCSIR Labs Complex,
Peshawar.

Subject: **PERFORMANCE EVALUATION PROFORMA AND PARTICULAR PROFORMA FOR FILLING UP POSTS ON TECHNICAL SIDE BY PROMOTION (BS-19 to 20)**

I am directed to refer this office letter of even number dated 03.02.2023 on the above cited subject and to state that Performance Evaluation Performa (PEP) and Particular Proforma of the eligible employees in the respective Labs / Unit as per given list are still awaited.

2. It is requested that the same information (in triplicate) duly filled-in by the concerned along-with recommendations, may be sent to Head Office, Islamabad, **latest by 07.03.2023**, for consideration in the forthcoming DPB.

Encl: As above


(Wali Ur Rehman)
Admin Officer (E-III)

Copy to:

- i. Director (Training), PCSIR H.O., Islamabad (*with the request to convey the PEP to employees as per list attached who are on study leave / training at local/abroad*).
- ii. Admin Officer (E-I), PCSIR H.O., Islamabad (*with the request to convey the PEP to employees at Headquarters, Islamabad including Deputationist/Long leave, etc. as per list attached*).
- iii. Admin Officer (Legal), PCSIR H.O., Islamabad (*with the request to convey the details of court cases against or filed by the eligible employees of PCSIR*).
- iv. OIC (Confidential), PCSIR H.O., Islamabad (*with the request to prepare the ACR quantifications of all eligible employees and ensure upto date record for the perusal of DPB*).
- v. OIC (MIS), PCSIR H.O., Islamabad (*for uploading on PCSIR website*).

Copy for information to:

- P.S. to Chairman, PCSIR Head Office, Islamabad.
- P.A. to Member (Science/Technology) and Secretary, PCSIR Head Office, Islamabad.
- Master File.