

**NATIONAL ASSEMBLY SECRETARIAT**

No.F.3(1)/2023-Com-I

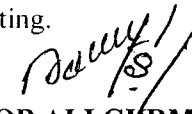
Islamabad, the 7<sup>th</sup> July, 2023

**NOTICE**

**55<sup>th</sup> meeting / visit of the Standing Committee on Cabinet Secretariat will be held on 12<sup>th</sup> July, 2023 at 2:00 p.m. at National Archives of Pakistan, "N" Block, Pak-Secretariat, Islamabad, to discuss the following agenda items: -**

- 1) Confirmation of minutes of previous meeting of the Committee held on 7<sup>th</sup> June, 2023;
- 2) Comprehensive report/implementation status of the previous recommendations of the Committee;
- 3) Briefing on working and performance of National Archives of Pakistan followed by visit; and;
- 4) Any other item with the permission of the chair.

2. Honourable Members are requested to make it convenient to attend the meeting.

*for*   
**(MEHBOOB ALI GURMANI)**  
Director General /Secretary Committee  
☎ 051-9207746  
Email: [mehboob.gurmani@pna.gov.pk](mailto:mehboob.gurmani@pna.gov.pk)

1.	<b>Ms. Kishwer Zehra</b>	<b>Chairperson</b>
2.	Mr. Muhammad Sajjad	Member
3.	Mr. Rasheed Ahmad Khan	Member
4.	Mr. Ahmad Raza Maneka	Member
5.	Rana Iradat Sharif Khan	Member
6.	Ms. Shahnaz Saleem Malik	Member
7.	Ms. Seema Mohiuddin Jameeli	Member
8.	Mr. Roshanuddin Junejo	Member
9.	Mir Ghulam Ali Talpur	Member
10.	Ms. Mussarat Rafiq Mahesar	Member
11.	Mr. Muhammad Abu Bakar	Member
12.	Syed Mehmood Shah	Member
13.	Mr. Muhammad Hashim	Member
14.	Mr. Mohsin Dawar	Member
15.	Mr. Muhammad Asim Nazir	Member
16.	Mr. Aamir Talal Gopang	Member
17.	Minister-in-charge for Cabinet Secretariat	Ex-Officio Member

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**For information and necessary action with reference to agenda:-**

1. **Secretary, Cabinet Division**, Government of Pakistan, Islamabad with the request to (i) attend the meeting along with all concerned; (ii) direct all concerned to make all necessary for holding meeting at National Archives of Pakistan, Islamabad (iii) provide 35 copies of the brief on agenda for the advance study of Members of the Committee well before the meeting; and (iv) send a soft copy of the brief on email address: [mehboob.gurmani@pna.gov.pk](mailto:mehboob.gurmani@pna.gov.pk)
2. **Director General, National Archives of Pakistan, N-Block, Pak-Secretariat**, Government of Pakistan, Islamabad with the request to attend the meeting and direct all concerned to make all necessary for holding meeting at National Archives of Pakistan, Islamabad.
3. **Section Officer (Council), Cabinet Division**, Government of Pakistan, Islamabad with the request to provide required number of copies of brief and coordinate arrangement for holding of meeting at National Archives of Pakistan, Islamabad.

**P.T.O**

**Copy for kind information: -**

4. Joint Secretary (Admn), Prime Minister's Office, Islamabad.
5. Accountant General Pakistan Revenues, Islamabad.
6. SPS to Hon. Chairperson, Standing Committee on Cabinet Secretariat, State Bank Building, Islamabad.

**Copy also for kind information to: -**

7. Attorney General for Pakistan, Islamabad.

**Copy for kind information and necessary action respectively to facilitate the holding of the subject meeting:**

8. Womens' Parliamentary Caucus, Parliament House, Islamabad.
9. Joint Secretary (Admn) & National Assembly Secretariat, Islamabad.
10. Joint Secretary (Finance), National Assembly Secretariat, Islamabad.
11. Joint Secretary (Committees), National Assembly Secretariat, Islamabad.
12. Director General (Legislative Drafting) National Assembly Secretariat, Islamabad with the request to kindly deputate a senior draftsman to assist the Committee during the meeting.
13. Director General (IT), National Assembly Secretariat, Islamabad with the request to place Notice on website and also generate SMS to Committee Members/Movers and also on Enunciator of the National Assembly.
14. Director General (PR), National Assembly Secretariat, Islamabad.
15. Director General (L&R), National Assembly Secretariat, Islamabad.
16. Director General (Media / Photography), National Assembly Secretariat, Islamabad, with the request to kindly arrange media coverage of the meeting and ensure transmission of Press Release to the media.
17. Librarian, National Assembly Secretariat, Islamabad.
18. Deputy Secretary (Service), National Assembly Secretariat, Islamabad.
19. Drawing and Disbursing Officer, National Assembly Secretariat, Islamabad.
20. Director (Audio Transmission), Communications Unit, National Assembly Secretariat, Islamabad.
21. Sergeant-at-Arms, National Assembly Secretariat, Islamabad.
22. Director CDA, Parliament House, Islamabad, to do needful through all concerned relating to Civil, Electrical and other works.
23. Medical Superintendent, Federal Government (Poly Clinic), Islamabad, through In-charge Dispensary, Parliament House, Islamabad.
24. In-charge Dispensary, Parliament House, Islamabad.
25. DSP (Security), Parliament House, Islamabad.
26. Committee Branches I, II & III, National Assembly Secretariat, Islamabad.
27. Committee Branches I & II, Senate Secretariat, Islamabad.

**Copy for kind information to: -**

28. Principal Secretary to the Hon. Speaker, National Assembly of Pakistan, Islamabad.
29. Director to the Hon. Deputy Speaker, National Assembly of Pakistan, Islamabad.
30. SPS to the Hon. Chief Whip, Parliament House, Islamabad.
31. Director to the Hon. Leader of Opposition, National Assembly of Pakistan, Islamabad.
32. Director to the Secretary, National Assembly Secretariat, Islamabad.
33. Director Staff to the Secretary, Senate Secretariat, Islamabad.
34. SPS to the Additional Secretary (Admn), National Assembly Secretariat, Islamabad.
35. PS to the Additional Secretary (Admn-II), Additional Block, Unit # 8, Near NADRA, H.Q, Islamabad.
36. PS to the Additional Secretary (Legislation), National Assembly Secretariat, Islamabad.
37. PS to the Additional Secretary (SI), National Assembly Secretariat, Islamabad.
38. PS to the Additional Secretary (Committees), National Assembly Secretariat, Islamabad.
39. PS to the Additional Secretary (PCs), National Assembly Secretariat, Islamabad.
40. PS to the Additional Secretary (PAC), National Assembly Secretariat, Islamabad.

For

(MEHBOOB ALI GURMANI)

Director General /Secretary Committee