

Government of Pakistan
Benazir Income Support Programme
"F" Block Pak Secretariat
Islamabad

No. 2(27)/WP-2219/HIC, IBD/BISP-Leg/2017

Islamabad the 6th March, 2018.


OFFICE ORDER

Subject: SOPS REGARDING FILING OF PETITIONS / APPEALS / REPORTS / PARAWISE COMMENTS IN VARIOUS COURTS

The competent authority i.e. Secretary, BISP has been pleased to approve the following SOPs regarding filing of Petitions / Appeals / Reports / Parawise Comments in various Court of competent jurisdiction: -

- i. The reports/para-wise comments or the main text of petitions/appeals to be filed on behalf of BISP shall be prepared by the concerned Wing/Region and shall be submitted to the Legal Wing with the approval of the concerned DGs.
- ii. On receipt of reports/para-wise comments/petitions/appeals to be filed in the Courts of competent jurisdiction, the concerned Legal Advisor in the Legal Wing shall vet the same and convert these into the legal format acceptable in the Courts.
- iii. After preparation of the reports/para-wise comments/petitions/appeals, the Legal Wing shall seek approval of the Secretary BISP, before forwarding the same to Law & Justice Division for vetting.
- iv. On receipt of vetted reports/para-wise comments/petitions/appeals from Law & Justice Division, the concerned Legal Advisor shall file the same in the Court of competent jurisdiction with the approval of DG (HRM).

2. All the concerned are requested to follow the above SOPs in the subject matter, in letter and spirit. Violations of above SOPs shall tantamount departmental proceedings.


 (Syed Tauqeer Hussain)
 Director (Legal)

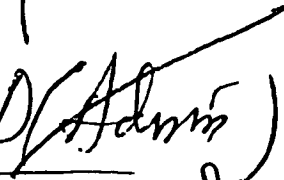
Distribution:

1. All Director Generals, BISP HQs, Islamabad.
2. All Regional Director Generals/Directors, BISP (Punjab/Sindh, Khyber Pakhtunkhwa/FATA, Balochistan, Gilgit Baltistan and AJ&K).
3. Legal Advisors, BISP HQs, Islamabad.

Copy to:

- The Secretary, BISP HQs, Islamabad.
- The Director General (HRM), BISP HQs, Islamabad.
- The Director to the Chairperson, BISP HQs, Islamabad.

DG (P) _____
 Dir (HQ) _____
 DD (Inlt) _____ DD (Ops) _____
 DD (F&A) _____ DD (HR) _____
 A.O. _____ A.M.O. _____


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