

CIRCULAR
TOP PRIORITY



No. PIC/Cir-4/2015
GOVERNMENT OF THE PUNJAB
PUNJAB INFORMATION COMMISSION

Lahore, March 24, 2015

1. The Additional Chief Secretary, Punjab, Lahore.
2. The Registrar, Lahore High Court, Lahore.
3. All Administrative Secretaries in the Punjab, Lahore.
4. The Provincial Police Officer, Punjab, Lahore.
5. The Chairman, Planning & Development Board, Lahore.
6. The Senior Member, Board of Revenue, Lahore.
7. All Heads of Attached Departments in the Punjab.
8. All Heads of Autonomous Bodies in the Punjab.
9. The Secretary, Provincial Assembly, Punjab, Lahore.
10. The Secretary, Punjab Public Service Commission, Lahore.
11. The Registrar, Punjab Service Tribunal, Lahore.
12. The Secretary, Chief Minister's Inspection Team, Lahore.
13. All Commissioners in the Punjab.
14. All Regional Police Officers (RPOs) in the Punjab.
15. Director General, Anti Corruption, Lahore.
16. All District Coordination Officers (DCOs), in the Punjab.
17. All District Police Officers (DPOs) in the Punjab.

Subject:- GUIDELINES FOR DESIGNATION OF PIOs UNDER SECTION 7 OF THE PUNJAB TRANSPARENCY AND RIGHT TO INFORMATION ACT, 2013.

In view of the responsibilities of public bodies under section 7 of the Act and in exercise of the powers conferred by section 6(1)(c) and section 6(5)(d) of the Punjab Transparency and Right to Information Act 2013, the Punjab Information Commission has developed and notified the attached Guidelines for Designation of Public Information Officers (PIOs). You are called upon to share these Guidelines with heads of all the relevant administrative units in your department as well as with heads of all the attached institutions for record and implementation.

2. The public bodies, which have still not designated PIOs or which have not designated PIOs in accordance with the attached guidelines, must take immediate steps to meet their legal obligation under section 4(l) and section 7 of the Act. Any further delay may be considered as a deliberate obstruction in the way of the implementation of the Act.

3. It is once again emphasized that public bodies must share with the public the contact details of PIOs through websites, notice boards and other appropriate media. It is a legal requirement under section 4(l) of the Act.

4. The Commission may be intimated about the steps taken in the light of this circular and the attached Guidelines.

Sd/-
(Mazhar Hussain Minhas)
Chief Information Commissioner

PC:

1. PS to Secretary to Governor, Punjab
2. PS to Principal Secretary to Chief Minister, Punjab
3. PS to the Chief Secretary, Punjab