



**CIRCULAR**  
No. AD(A&C) PIC 1-37/2018  
**PUNJAB INFORMATION COMMISSION**  
**GOVERNMENT OF THE PUNJAB**  
14-T, Gulberg II, Lahore  
Tel: 042-35750315-17  
Lahore, the 30<sup>th</sup> of Jan. 2018

**The Public Information Officer/office of;**

- 1- All Commissioners,
- 2- All Regional Police Officers (RPOs)
- 3- All Deputy Commissioners (DCs)
- 4- All District Police Officers (DPO)

**Subject: DESIGNATION OF PUBLIC INFORMATION OFFICERS (PIOs)**

Please refer to the subject cited above.

In Pursuance of Section 7 of the Punjab Transparency and Right to Information Act 2013, each public body is required to designate one or more Public Information Officers (PIOs) to receive and decide applications for access to information. As communicated by the Commission earlier through various circulars, each PIO should be of at least BS 16. However, in your district, it appears that some of the departments have not designated PIOs or have designated junior staff members as PIOs.

It is, therefore, requested to direct all the **Tehsil/Local** offices falling under your jurisdiction to designate PIOs of BS 16 or above and submit their contact details to the Commission at the earliest.

A copy of the Act and User's Hand Book is also attached herewith for your guidance and further dissemination (photocopy) to your subordinate offices.

Dated:  
30/1/2018

**Naeem Malik**  
Executive Director