



GOVERNMENT OF PUNJAB
PUNJAB INFORMATION COMMISSION
LAHORE

Transparency Standards and Public Records in Respect of the Punjab Prisons Department

Lahore, the 27th July 2015

NOTIFICATION

PIC/N-3/2015.- In compliance with the Supreme Court order dated 28/05/2015 on CMA No. 1313/ 2015 in S.M.C. No. 1 of 2006 and in exercise of the powers conferred by section 6(1)(a), section 6(5)(a) and section 6(5)(b) of the Punjab Transparency and Right to Information Act, 2013 (Act XXV of 2013), the Punjab Information Commission hereby notifies the attached Transparency Standards and Public Records in Respect of the Punjab Prisons Department. The Punjab Prisons Department is directed to take immediate steps to implement these standards and ensure that all of the notified public records are made easily accessible to the public and prisoners through various modes of disclosure as prescribed in the attached document. The Punjab Prisons Department is also directed to submit bi-annual reports to the Commission about the status of implementation of these transparency standards and proactive disclosure of records.


Information Commissioner

14 T, M M Alam Road

Lahore

ANNEX - I

Transparency Standards and Public Records in Respect of the Punjab Prisons Department

#	Information to be proactively disclosed	Frequency of disclosure	Mode of disclosure	Responsibility	Monitoring by:
A	Organizational Structure, Functions, Legal Framework & Budget				
1	Particulars of the department including: Overall mandate & responsibilities; organogram; description of offices, administrative units, prisons, training institutions and other establishments; functions of various offices, administrative units, and related institutions.	Disclose/ update quarterly	Website Publications such as leaflets, brochures & posters.	IG Prisons	Internal monitoring by a senior officer designated by IG Prison. External monitoring by the Punjab Information Commission.
2	Relevant Acts, Ordinances, rules, regulations, notifications, circulars and other legal instruments being enforced, issued or used by the public body in the discharge of its functions.	Disclose/ update as and when any change occurs	Website Publications such as leaflets, brochures & posters. Notice boards, where possible	IG Prison DIGs, AIGs & Jail Superintendents for maintaining notice boards for their respective setups.	As above
3	Budget of the public body including details of all proposed and actual expenditures including: <ul style="list-style-type: none"> Quarterly expenditure reports; Information about any supplementary grants or 	Disclose & update at least quarterly	Website	IG Prison	As above

