

FEDERAL BOARD OF REVENUE FOUNDATION  
ISLAMABAD

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F.No. 1(6)C(Reforms)/FBR-Foundation/2017/62973-R

May 16, 2017

All Chief Commissioners,  
All Chief Collectors,  
All Directors General,

Subject: **MEMBERSHIP DRIVE FOR FBR FOUNDATION**

Dear Sir,

This is in continuation to FBR Foundation's letter of even number dated May 11, 2017, on the subject cited above.

2. In order to speed up the membership drive, the Chairman FBR Foundation has decided to nominate Additional Commissioner(HQ)/Additional Collector (HQ)/Additional Director (HQ) of all offices, as focal person, for the FBR Foundation, who will be responsible for the following:

- a Receipt of duly filled FBR Foundation's Membership Form available at [www.fbrfoundation.org.pk](http://www.fbrfoundation.org.pk), along with copy of Bank deposit slip indicating membership fee, deposited (as per his BPS), in favor of FBR Foundation. The membership fee is to be deposited in Bank Account No. **4141556454** in National Bank of Pakistan, Super Market, F-6 Branch (Bank Code No. 0854), Islamabad;
- b Uploading of particulars and allied documents of the applicant, in the database of the FBR Foundation, as and when uploaded on FBR Foundation's website;
- c Maintenance of hardcopy record of all the members of FBR Foundation;
- d Preparation of **summary sheet** of total membership forms and membership fee deposit slips received in his office, for information of CEO, as per attached template;
- e Communicating with the CEO FBR Foundation, on relevant issues;

3. In view of above, the following particulars of the Additional Commissioner (HQ)/Additional Collector (HQ)/Additional Director (HQ) may be conveyed through return fax to the undersigned (051-9209446), by 18.05.2017:

- a Name of Officer;
- b Phone Nos. (Landline & Cell No.);
- c Email;
- d Postal Address;

4. Looking forward to your cooperation and feedback in this regard

**Encl: As Above**

  
16.5.2017  
Muhammad Saleem Ahmad Ranjha  
CEO, FBR Foundation  
fbrfoundation@gmail.com

cc for information:

**SA to Chairman FBR Foundation/Chairman FBR**

**SUMMARY OF MEMBERSHIP FORMS OF FBR FOUNDATION RECEIVED**

AS ON \_\_\_\_\_(DATE)

S.No	Name of Employee	Designation / BPS	CNIC	Amount of Membership fee deposit

Signed by:  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Stamp \_\_\_\_\_

To:  
CEO, FBR Foundation  
FBR HQ, Islamabad