

**GOVERNMENT OF PAKISTAN
REVENUE DIVISION
FEDERAL BOARD OF REVENUE**

C. No. 6(36)S(IR-Operation)/2017/

Islamabad, the 12th June, 2017

To,

All Chief Commissioners,
LTUs, RTOs, CRTOs


Subject: **FBR FOUNDATION FIELD OFFICES**

Kindly refer to the FBRF's earlier communiqué of even No. dated 11.05.2017, 16.05.2017 and 05.06.2017 pertaining to start-up activities for operationalization of FBR Foundation.

2. In light of aforementioned letters and as per directives of the competent authority, all field offices may ensure timely actions on the following:

- a) **Focal Person:** At present Adl. Commissioner (HQ) / Adl. Director (HQ) have been nominated as the **Focal persons** for the local office of FBR Foundation. The focal person is to be assisted by a regular government employee, well conversant with IT applications, Database management, MIS report generation, Software Applications and use of Web-tools. Contact details of focal persons, sought earlier vide aforementioned letters, may be shared with CEO FBR Foundation, at the earliest.
- b) **Local Office:** One room (with name plates in each field office is to be reserved as the **local office** of the FBR Foundation, and is to be fully equipped with Phone, Fax, Computer, Printer, Scanner and office furniture.
- c) **Membership Day:** June 14, 2017 is to be observed a **Membership Day** for FBR Foundation, on which membership forms (downloaded) from www.fbrfoundation.org.pk are to be deposited with the focal person, in each field office,

3. Compliance Report on the above may be shared with the Board.


(**Rehmatullah Khan Wazir**)
Member (IR-Operations)

Copy to:

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1. Mr. Saleem Ranjha CEO, FBR Foundation, FBR (HQ) Islamabad
2. Ms. Rezwana Siddiqui, Chief (Reforms) FBR (HQ) Islamabad