

No.PF.10(4)HR-I/2023  
Government of Pakistan  
**FINANCE DIVISION**  
(HRM Wing)  
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Islamabad, the 16<sup>th</sup> June. 2025

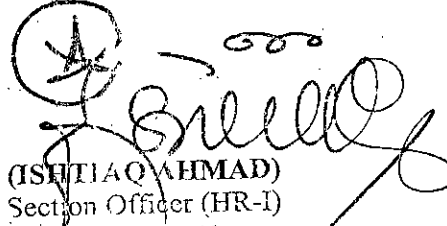
**OFFICE ORDER NO.129/2025**

The Finance Secretary has been pleased to approve the following adjustment of Sections in HRM Wing:-

Existing Position	Re-designation
SO (Documentation) Under DS (Services)	SO (HR-V) Under DS (HR)

2. Consequent upon above arrangement, the re-distribution of work is hereby made as under with immediate effect and until further orders:-

- a. **HR-IV Section** will deal with the administration of ex-cadre officers, MP / SPPS Scales posts / officers etc. The revamping of IT is also assigned to this Section, however, for operational purpose, IT will remain under DS (Services).
  - b. **HR-V Section** will deal with the matters of hiring of residential accommodation and re-imbursement of medical claims of in-service / retired officers / officials of Finance Division.
  - c. **SO (Services-I)** is assigned the business of erstwhile Documentation Section, in addition to existing business/functions.
3. QA-II Section may in consultation with concerned Sections, articulate revise job description of the above posts of Section Officers, accordingly.

  
(ISHFAQ AHMAD)  
Section Officer (HR-I)  
Ph:9209149

**Distribution:-**

1. SA to Finance Minister.
2. SA to Finance Secretary.
3. SA to Special Secretary Finance.
4. PSs to AFS(HRM/CF)/AFS(EF)/AFS(IF/Inv/IGF)/AFS (Exp/Dev)/AFS(Regs/Lit)/AFS(Budget).
5. PS to SJS (HRM).
6. Officers / Sections concerned.
7. DSs (HR/Services/B&A/QA/Coord/Council).
8. SOs (HR-II/III/IV/V)/Services-I/II/QA-I/QA-II/Council/Coord/B&A/ Protocol/ Confidential/ Library/R&I.
9. DDO, Finance Division.
- ✓ 10. Web Master, Finance Division.
11. Office Order file/Personal file.