



No. 3957-63 /E-III/MS/2020

GOVERNMENT OF SINDH
POLICE DEPARTMENT

Karachi, dated: 06-02-2020

To,

The Secretary to Government of Sindh,
Home Department, Karachi

(Attn: SO Police-I)

Subject: **RETIREMENT IN RESPECT OF OFFICE SUPERINTENDENT (BS-17) & PRIVATE SECRETARY (BS-17) ON ATTAINING THE AGE OF SUPERANNUATION.**

Kindly refer to the subject cited above, the following Office Superintendent (BS-17) & Private Secretary (BS-17) will be retired from Government Service on attaining the age of superannuation i.e. 60 years as shown against each:-

S#	RANK	NAME OF OFFICERS	PLACE OF POSTING	DATE OF BIRTH	DATE OF RETIREMENT ON SUPERANNUATION PENSION i.e. 60 Years
1.	Private Secretary	Mr. Muhammad Akram	DIGP East office, Karachi	08.04.1960	07.04.2020
2.	Office Superintendent	Mr. Mumtaz Hussain Phulpoto S/o Ghulam Muhammad	Sukkur Region	01.06.1960	31.05.2020
3.	Office Superintendent	Mr. Rafat Iqbal S/o Sarwar Baig	Admin Br. CPO	15.06.1960	14.06.2020
4.	Office Superintendent	Mr. Saleem Bashir S/o Muhammad Bashir	IT Branch CPO	17.08.1960	16.08.2020
5.	Office Superintendent	Mr. Zia-u-din Bukhari S/o Siraj-U-dain	Karachi Range	14.08.1960	13.08.2020
6.	Private Secretary	Mr. Amir Ahmed Memon	SSP office District Sukkur	25.08.1960	24.08.2020
7.	Office Superintendent	Syed Atta Husnain Jafferri S/o Muhammad Hassan	Special Branch Hyderabad	12.10.1960	11.10.2020

02. It is therefore, requested that their retirement notification orders may please be issued as per rule/policy.


(IMRAN GURESHI) PSP
AIGP / ESTT:

FOR INSPECTOR GENERAL OF POLICE/
SECRETARY TO GOVERNMENT OF SINDH
POLICE DEPARTMENT, KARACHI

Copy forwarded to the following alongwith copy of Government of Sindh Services, General Administration & Coordination Department letter bearing No. SOII(SGA&CD)4-10/122/2018, dated 30.07.2018 for furnishing the required documents to this office immediately to proceed ahead:-

- 1) The Addl: IGP Special Branch Sindh, Karachi
- 2) The Addl: IGP Karachi Range.
- 3) The Addl: IGP Sukkur Region.
- 4) The DIGP I.T CPO Sindh, Karachi.
- 5) The AIGP Admin CPO Sindh, Karachi.

Outward No. IIGP/K-1-599/2020
Dated: 06-02-2020

No. 1827 /DIT/CPO/Karachi

Date:



No.SOII(SGA&CD)4-10/122/2018
GOVERNMENT OF SINDH
SERVICES, GENERAL ADMINISTRATION
AND COORDINATION DEPARTMENT

Karachi, dated the 30th July, 2018

1. The Chairman, Planning & Development Board Sindh, Karachi.
2. The Senior Member, Board of Revenue Sindh, Karachi.
3. The Additional Chief Secretaries (all), Government of Sindh, Karachi.
4. The Principal Secretary to Governor Sindh, Karachi.
5. The Principal Secretary to Chief Minister Sindh, Karachi.
6. The Chairman, Enquiries & Anti-Corruption, Establishment Sindh, Karachi.
7. The Chairman, Chief Minister's Inspection, Enquiries & Implementation Team.
8. The Chairman, Sindh Public Services Commission, Hyderabad
9. The Chairman, Sindh Services Tribunal, Karachi
10. The Secretary, Provincial Ombudsman Secretariat, Karachi.
11. The Administrative Secretaries to Government of Sindh _____
12. The Inspector General Police, Sindh, Karachi.
13. The Commissioners (All) in Sindh _____
14. The Deputy Commissioners (All) in Sindh _____

SUBJECT :- DOCUMENTS REQUIRED FOR RETIREMENT AND LEAVE ENCASHMENT IN LIEU OF LPR.

ESTT: BR: III
 CPO SINDH
 DIARY NO. 6307
 DATE: 03.08.2018

3E - I - II - III -

I am directed to refer to this department's letter No.SOII(S&GAD)3-46/2002, dated 11.07.2002, on the subject noted above (copy enclosed) and to inform that the Competent Authority has taken serious notice of late processing / submitting of the cases with regard to retirement of Government employees, as well as, the submission of the incomplete cases for approval.

J.P. Sindh
Idt: I.G.P
GP
GR
R.O
Director
Others

Moreover, the photocopies of documents required for the retirement / Leave Encashment in lieu of LPR are not being attested / authenticated by the Administrative Departments that are essentially required to be attested / authenticated as the original are available with the Administrative Departments.

J.P.S/IGP 12 3456
 Date: 02 Aug 2018

Accordingly, the Administrative Departments are required to submit the cases of Government employees atleast six (06) months prior to their date of retirement on attaining the age of superannuation i.e. 60 years and make sure to enclose following documents, duly authenticated / attested, to avoid unnecessary delay in finalization of case(s) :-

JGP ESTT: BY, CPO
 SINDH, KARACHI

Continued on Page 2/

Diary No. 110 P.P.
 Dated: 02-8-18

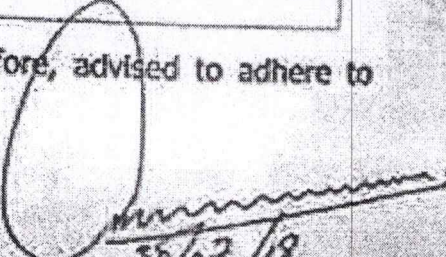
E. IV

A. RETIREMENT ON SUPERANNUATION		REMARKS
i.	Matriculation Certification issued by concerned Board showing date of birth	Photocopy duly attested / authenticated (not below the rank of Additional Secretary)
ii.	Initial appointment order	
iii.	Subsequent promotion order / notification in all grades	
iv.	Medical Certificate of fitness obtained at the time of appointment	
v.	Pay slip having Personal Number	
vi.	Computerized National Identity Card (CNIC)	
vii.	Complete Service Profile / Consolidated Certificate	(In original) duly attested / authenticated by Administrative Secretary
viii.	No Dues / No Enquiry Certificate specifying the date of issuance	
ix.	Passport size photographs (02)	

B. ENCASHMENT IN LIEU OF LPR / PROCEEDING ON LPR		
i.	Same as required for the retirement on superannuation	
ii.	Leave Admissibility Certificate to be issued by Accountant General Sindh / District Accounts Officer concerned	(In original)


C. RETIREMENT ON VOLUNTARY BASIS		
i.	Same as required for the retirement on superannuation	
ii.	Service Qualifying Certificate to be issued by Accountant General Sindh / District Accounts Officer concerned	(In original)
iii.	Application of the employee	
Note: The cases for voluntary retirement must be submitted atleast three (03) months prior to the date of retirement of employee.		

4. All Administrative Departments are, therefore, advised to adhere to the above instructions.


 35/07/19
(NAVEED SADIQ)
SECTION OFFICER-II

A copy is forwarded for information to :

1. The Private Secretary to Chief Secretary Sindh, Karachi.
2. The Private Secretary to Secretary (Services), SGAMCD, Karachi.
3. The Private Secretary to Additional Secretary (Services-I), SGAMCD, Karachi.


(NAVEED SADIQ)
SECTION OFFICER-II