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**Government of Pakistan
Cabinet Secretariat
Cabinet Division

Islamabad, the 17th January, 2022.

NOTIFICATION

F.No. 4-3/2021 Admn-II. In suppression of this Division's Notification of even number dated 18-11-2021 and in pursuance of the Prime Minister's Office vide U.O. No. 1(45)/DS(PMDU-I)/2021 dated 14th October, 2021, the Deputy Secretary (Finance & Services), Cabinet Division, is nominated as Overseas Facilitation Officer.

2. The TORs of the Facilitation Officer are as under:-
- To act as a convenient and dedicated point of contact.
 - To facilitate in processing of cases.
 - To facilitate in availing services.\
 - To facilitate in intra/ inter-departmental coordination
 - To facilitate in Redressal of complaints.
 - To provide guidance regarding adoption of right procedure etc.
 - To provide any other relevant service.

3. The Official Number and Email address of the Overseas Facilitation Officer is as under:-

➤ Title of the section/desk:	Overseas Facilitation Officer
➤ Designation:	Deputy Secretary (Finance & Services),
➤ Official Phone No.:	051-9103625
➤ Place/Location of Office:	Room No.4032, 4 th Floor, Cabinet Division, Cabinet Block, Islamabad
➤ Email:	
➤ Web Page:	https://cabinet.gov.pk
➤ Facebook (if any)	Nil

(**Muhammad Amir Qureshi**)
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The Manager,
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Copy to :

1. PS to Secretary, Cabinet Division, Islamabad
2. SPS to Secretary, Ministry of Foreign Affairs, Islamabad
3. SPS to Secretary, Ministry of Overseas Pakistanis & Human Resources Development, Islamabad
4. SPS to Secretary, Ministry of Information & Broadcasting, Islamabad
5. Deputy Secretary (PMDU-I), Prime Minister's Office.
6. Deputy Director (IT), Cabinet Division, Islamabad
7. Officer Concerned.

(**Muhammad Amir Qureshi**)
Section Officer (Admn-II)
17/1/2022