

**GOVERNMENT OF PAKISTAN
MINISTRY OF AVIATION (AVIATION DIVISION)
PAKISTAN METEOROLOGICAL DEPARTMENT
MET. HEADQUARTERS, ISLAMABAD**

No. E-56(1)24/4937

Dated: 21 October, 2024.

CIRCULAR

Subject: SECURITY CLEARANCE OF ALL PMD EMPLOYEES

Pakistan Meteorological Department (PMD) being an essential service of the Government of Pakistan performs sensitive duties relating to meteorological support for aviation, military, marine, nuclear and other sensitive sectors. Therefore, it is very necessary that all categories of PMD employees must have gone through security clearance phase. As per instructions contained in Sl. No. 2.5 under "General Condition for Appointments" Chapter-4 of Esta Code (Edition-2021) any appointee cannot be posted on sensitive duties until his security clearance is not made from the following agencies:-

- (a) Intelligence Bureau, Government of Pakistan.
- (b) District Police.
- (c) Special Branch of Provincial Police concerned.


2. However, on scrutiny of record it has been observed with grave concern that some of the employees have not yet undergone this clearance phase. It is, therefore, decided that security clearance of all PMD employees (whose vetting not previously done) may be got conducted. All Controlling Officers shall get the relevant forms filled (available on PMD websites under the tab "Official Forms") from such employees and be sent to this office with the following necessary documents:-

S. No	Documents	No of sets Required	Remarks
i.	Revised S-190 (2023)	03	To be filled by the employee in his own handwriting with assurance that nothing should be left blank and at Page 02 Sr.07 (d) Mobile Number must be written for correspondence
ii.	Police Verification Category-G	02	To be filled by the employee in his own handwriting with assurance that nothing should be left blank. 02 Attested readable copy Front and Back on one A4-Page must be attached separately with each set / proforma.
iii.	Copy of CNIC	03	Attested readable copy Front and Back on one A4-Page must be attached separately with each proforma.
iv.	Passport size Photographs	03	A fresh Photographs with blue./ white background (Affix with Gum) with all copies of S-190 Revised / Police Verification proforma

3. Following procedure shall be observed for the purpose:-

- i. Security Officer, Camp Office, Karachi shall shift the relevant record to Met. Hqrs. Islamabad by 1st of November, 2024.

- ii. All correspondence with above agencies for the subject purpose shall be made by this office in future as per instructions received from Intelligence Bureau.
- iii. Security clearance reports shall be placed in personal files of each employee in Establishment Section, Met. Hqrs. Islamabad and for Class-IV employees at their respective controlling offices.
- iv. Security clearance may be made for all of the addresses (present and previous).
- v. All Controlling Officers / Chief Meteorologists / Directors / Officer Incharges concerned shall submit a certificate by 1st of November, 2024 that all of the employees working under their control have either been security cleared or have submitted the above mentioned forms for the purpose.
- vi. Establishment Section shall submit the list of all such employees who have not yet been cleared from security point of view for perusal of the Director General by 15th of November, 2024 after compiling all of the documents / data accordingly.


(GHULAM QADIR)
Administrative Officer (Estb.)
for Director General
Meteorological Services

Distribution: -

- (i) JDG (S-I), IBHQ "K" Block, Pak Secretariat, Islamabad (for kind information).
- (ii) Chief Meteorologist Met. Complex, Camp office, Karachi.
- (iii) Chief Meteorologist, R&D Division / NDMC Islamabad.
- (iv) Chief Meteorologist, FFD, Lahore.
- (v) DCAO (GA) / Budget, Met. HQs Islamabad.
- (vi) Director, NWFC / NAMC / NDMC / NSMC / Lai / IT, Islamabad / planning.
- (vii) Director, RMC Lahore / Peshawar / Karachi / Quetta / Gilgit.
- (viii) Directors IMG / Maintenance / F & C / CDPC, Karachi.
- (ix) Dy. Director, Coordination Section, Met. HQs Office, Islamabad.
- (x) Web Master / Programmer IT unit for uploading the new proformas.