

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

No.E-5(7)/1/1674

Islamabad, 13, May, 2019

MEMORANDUM

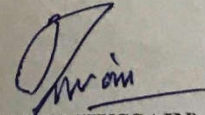
Subject: **VERIFICATION OF DEGREES / CERTIFICATES OF FEDERAL GOVERNMENT EMPLOYEES**

The Director General, Meteorological Services has been pleased to constitute following committee for verification of degrees / certificates / other documents of all employees including officers and officials as desired by the Secretary Aviation Division:-

| Sl. No. | Name & Designation | |
|---------|---|----------|
| 1 | Mr. Muhammad Hussam Khan, Admin Officer | Chairman |
| 2 | Miss. Tehmina Perhar, Assistant (Ministerial) | Member |
| 3 | Miss. Sobia Sultana, CDEO | Member |

2. The committee will get the requisite documents verified in coordination with Regional Directorates / Units / Divisions of PMD in addition to their own duties. The committee will prepare the list of all officers / officials of PMD and mention status of their verification of degrees on regular basis and submit its report to the Secretary Aviation Division through the D.G. Met. Services.

3. The committee will also give necessary guidelines to Regional Directorates / Units / Divisions to get the documents verified through concerned authorities / institutions / boards etc. and make estimate of budgetary requirement for the purpose and process the requirements accordingly.



(ZAKIR HUSSAIN)
Chief Administrative Officer
For Director General
Meteorological Services

Distribution:-

1. Section Officer, Met. Aviation Division.
2. Chief Meteorologist, Karachi / FFD, Lahore (To complete verification process fortnightly).
3. Director, RMC, Lahore / Peshawar / Karachi / Quetta / Gilgit (To complete verification process fortnightly).
4. Committee Members:-
5. Webmaster / Programmer (NDMC), PMD Islamabad to please upload on PMD Website).