



GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT
(SECTION WELFARE-I)

Dated Lahore the 19th May, 2021

NOTIFICATION

No. SOW-I(S&GAD) Misc/5-4/2005: In pursuance of instructions of National Command and Operation Centre (NCOC), Government of Pakistan, the following normal working hours shall be observed in all the offices of Government of the Punjab w.e.f. 17.05.2021, under 50% work from home policy.

FOR OFFICES WORKING ON 5-DAYS A WEEK

Sr #	Days	Timings
1.	Monday to Thursday	09:00 am to 05:00 pm (with half an hour lunch / prayer break at 01:00 pm)
2.	Friday	09:00 am to 05:00 pm (Lunch / Friday prayer break at 12:30 pm to 02:00 pm)

FOR OFFICES WORKING ON 6- DAYS A WEEK

Sr #	Days	Timings
1.	Monday to Thursday & Saturday	09:00 am to 04:00 pm (with half an hour lunch / prayer break at 01:00 pm)
2.	Friday	09:00 am to 01:00pm

**CHIEF SECRETARY
GOVERNMENT OF THE PUNJAB**

No. & Date Even: -

A copy is forwarded to:-

1. The Principal Secretary to Governor, Punjab.
2. The Principal Secretary to Chief Minister, Punjab.
3. The Inspector General of Police, Punjab.
4. All Administrative Secretaries to Government of the Punjab.
5. All Heads of Attached Departments in the Punjab.
6. All the Commissioners in the Punjab.
7. All the Deputy Commissioners in the Punjab.
8. The Secretary, Punjab Public Service Commission, Lahore.
9. The Registrar, Lahore High Court, Lahore.
10. The Registrar, Punjab Service Tribunal, Lahore.
11. All Heads of Autonomous, Semi Autonomous Bodies in the Punjab.
12. The Director General Public Relations, Punjab, Lahore with the request to give wide publicity in the electronic as well as print media.
13. All Additional Secretaries, Deputy Secretaries, Section Officers in S&GAD.
14. All Private Secretaries to Provincial Ministers, Advisors to Chief Minister and Parliamentary Secretaries in the Punjab.
15. The Private Secretaries to Chief Secretary / Additional Chief Secretary / Secretary (Services), Secretary (I&C), Secretary (Archives) and Members Enquires, S&GAD.


19/05/21
(ZOHAI B MUMTAZ GONDAL)
SECTION OFFICER (WELFARE-I)