

For information and necessary action with reference to agenda:-

1. Secretary, Ministry of Climate Change, Government of Pakistan Islamabad, with the request to kindly:-
 - a) attend the meeting along- with all concerned;
 - b) provide 50 copies of Brief each (English & Urdu) three days before meeting, for advance study of the Members of Committee and also send the soft copy at moazzamkalru1@gmail.com
2. Secretary, Ministry of Energy (Petroleum Division), Government of Pakistan, Islamabad, with the request to attend the meeting (*in person*) along with all concerned and provide 50 copies of Brief each (English & Urdu) three days before meeting, for advance study of the Members of Committee and also send the soft copy at moazzamkalru1@gmail.com
3. Secretary, Ministry of Law and Justice, Government of Pakistan, Islamabad, with the request to depute a senior Draftsman to attend the meeting.
4. Chairman, Oil and Gas Regulatory Authority (OGRA), H.Q. Islamabad, with the request to attend the meeting (*in person*) along with all concerned.
5. Section Officer (Council), Ministry of Climate Change, Government of Pakistan, Islamabad, with the request to coordinate with all concerned and make all necessary arrangements for the meeting.
6. Section Officer (Council), Ministry of Law and Justice, Government of Pakistan, Islamabad, with the request to coordinate with all concerned and make all necessary arrangements for the meeting.
7. Section Officer (Council), Ministry of Energy (Petroleum Division), Government of Pakistan, Islamabad, with the request to coordinate with all concerned and make all necessary arrangements for the meeting.

For information, coordination and necessary action respectively to facilitate the holding of the subject meeting:-

1. Additional Secretary (Admn), National Assembly Secretariat, with the request to depute an officer from Legislative Drafting Council to attend the meeting for Parliamentary Business.
2. Joint Secretary (Admn), National Assembly Secretariat, Islamabad.
3. Joint Secretary (Finance), National Assembly Secretariat, Islamabad.
4. Director General (IT), National Assembly Secretariat, Islamabad with the request to place Notice on website and also SMS to Committee Members.
5. Director General (Media), National Assembly Secretariat, Islamabad.
6. Director General (L&R), National Assembly Secretariat, Islamabad.
7. Chief Cameraman, National Assembly Secretariat, Islamabad.
8. Medical Superintendent, Federal Government Services Hospital, Islamabad, through In-charge Dispensary, Parliament House, Islamabad.
9. Librarian, National Assembly Secretariat, Islamabad.
10. Drawing and Disbursing Officer (DDO), National Assembly Secretariat, Islamabad.
11. Engineer In-charge, Communications Unit, N.A./Senate Secretariat, Islamabad.
12. Annunciation Cell, N.A Secretariat, Islamabad.
13. Resource Centre, Parliament Lodges, Islamabad.

For information to:-

1. Joint Secretary (Admn.), Prime Minister's Office, Islamabad.
2. Secretary to Honourable Speaker, National Assembly of Pakistan, Islamabad.
3. Director to Deputy Speaker, National Assembly of Pakistan, Islamabad.
4. Sr. P.S to Chief Whip, Parliament House, Islamabad.
5. Director to Leader of Opposition, National Assembly of Pakistan, Islamabad.
6. Sr. P.S to Chairman, Standing Committee on Climate Change, Islamabad.
7. Sr. P.S to Secretary, National Assembly Secretariat, Islamabad.
8. Sr. P.S to Secretary, Senate Secretariat, Islamabad.
9. Sr. P. S to Secretary, M/O Parliamentary Affairs, Islamabad.
10. P.S to Special Secretary (PAC/Parliamentary Committees), National Assembly Secretariat, Islamabad.
11. P.S to Additional Secretary (Committees) National Assembly Secretariat, Islamabad.
12. A.P.S to Joint Secretaries (C-I, C-II & C-III), National Assembly Secretariat, Islamabad.
13. Committee Branches-I & II, Senate Secretariat, Islamabad.
14. All concerned Branches / Office of the National Assembly Secretariat, Islamabad.

Copy also forwarded for information to:-

1. Hon. Attorney General for Pakistan, Islamabad.
2. Accountant General Pakistan Revenues, Islamabad.


(MALIK MOAZZAM ALI KALRU)
D.S/Secretary Committee