



NATIONAL ASSEMBLY SECRETARIAT

No. F. 19 (13)/2026-HRM-I (272)
Islamabad, the 22nd September, 2026

Fuel Conservation & Additional Austerity Measures

NOTIFICATION

In partial modification of this Secretariat's Notification No. 19(13)/2026-HRM-I (268) dated 18th September, 2026, the following shall be inserted after para-5:

- (a) **Monday to Thursday** shall be observed as **physical working days**, while **Friday** shall be observed as a **work-from-home day** during non-Session days.
- (b) Accordingly, all employees shall ensure their availability on Fridays through telephone, email, WhatsApp, and other means of communication. They shall report to the office at **one hour's notice**, if required by their respective Reporting Officers. No employee shall leave the station without the prior permission of the Competent Authority.
- (c) The following office timing shall be observed during session and non-session days:

NON-SESSION DAYS

Monday to Thursday : 09:00 am to 04:00 pm

SESSION DAYS

Monday to Friday : 09:00 am to 04:00 pm or till conclusion of the session

(Syed Mujahid Hussain)
Section Officer (HRM)

The Manager,
Printing Corporation of Pakistan Press,
Islamabad.

For immediate publication in the Gazette of
Pakistan Extraordinary (Part-III), today.

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3. The Military Secretary to the Prime Minister, Prime Minister's Office, Islamabad.
4. The Principal Secretary to the Hon'ble Chairman Senate, Islamabad.
5. The Principal Secretary to the Hon'ble Speaker, National Assembly, Islamabad.
6. The Staff Officer to the Hon'ble Deputy Speaker, National Assembly.
7. The Staff Officer to the Hon'ble Leader of the Opposition, National Assembly.
8. The Staff Officer to Secretary, National Assembly Secretariat, Islamabad.
9. The Director Staff to Secretary, Senate Secretariat, Islamabad.
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(Syed Mujahid Hussain)
Section Officer (HRM)



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No. F. 19 (13)/2026-HRM-I (271)
Islamabad, the 22nd September, 2026

Fuel Conservation & Additional Austerity Measures

NOTIFICATION

In partial modification of this Secretariat's Notification No. 19(13)/2026-HRM-I (268) dated 18th September, 2026, the following paragraph shall be inserted after para-16:

17. "All Parliamentary and government functionaries shall travel only in the economy class."

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(Syed Mujahid Hussain)
Section Officer (HRM)



NATIONAL ASSEMBLY SECRETARIAT

No. F. 19 (13)/2026-HRM-I(268)
Islamabad, the 18th September, 2026

Fuel Conservation & Additional Austerity Measures

NOTIFICATION

In pursuance of Fuel Conservation and Additional Austerity Measures announced by the Federal Government *vide* Cabinet Division's Notification No. 7-2/2026.Min.I, dated 17th September, 2026 and in view of the prevailing global as well as regional situation, the Hon'ble Speaker is pleased to approve the following measures with immediate effect and until further orders:

A. HR Management:

- (1) **50% staff** shall perform duties through physical presence at their respective workplaces; and **50% staff** shall work virtually from their homes through a rotational duty roster, to be prepared by their respective Wings with the approval of Competent Authority.
- (2) All employees shall ensure their **availability at home** through telephone, email, WhatsApp and other communication tools.
- (3) Home-based employees shall report to the office at **one hour's notice** if required by their reporting officers.
- (4) Home-based 50% employees shall **not be entitled to Diet Allowance/Overtime Charges**.
- (5) No employee shall leave the station except with the **prior permission** of the competent authority.

B. Transport:

- (6) Reduction of fuel provision by fifty percent (50%) for official vehicles for three (3) months.
- (7) Complete ban on purchase of vehicles of all types.

C. Reduction in the Non-ERE Budget:

- (8) Five percent (5%) reduction in the non-ERE budget for the whole FY-2026-2027, with reduction to be made on monthly basis.

D. Teleconferencing Mode:

- (9) Meetings will be held preferably through, teleconferencing, except intra-city meetings.
- (10) Meetings of Standing Committees will be encouraged to be held through virtual mode enabling the Members to cut fuel and other related costs.
- (11) Number of meetings shall be reduced up to the bare minimum level due to austerity measures until the situation normalizes.

E. Miscellaneous Austerity Measures:

- (12) Complete ban on purchase of all durables except IT procurements.
- (13) Complete ban on foreign visits and travel for three months, even in the case of obligatory visits, except in the case of scholarships offered by international development partners, training and courses arranged through the Economic Affairs Division or under institutional agreements of the Government of Pakistan.
- (14) No official dinners shall be hosted, except in the case of visiting foreign delegations.
- (15) Prohibition on all official seminars, trainings & conferences funded by the government. In case of unavoidable requirements for such event to be held, government venues such as auditorium, committee rooms and other official facilities shall be utilized for such events.
- (16) **Paperless** working environment shall be adopted to reduce costs on conventional working.



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(Syed Mujahid Hussain)
Section Officer (HRM)



NATIONAL ASSEMBLY SECRETARIAT

No. F. 19 (13)/2026-HRM-I
Islamabad, the 10th March, 2026

Austerity & Fuel Conservation

NOTIFICATION

In pursuance of austerity and fuel conservation measures announced by the Federal Government *vide* Cabinet Division's Notification No. 7-2/2026.Min.I, dated 9th March, 2026 and in view of the prevailing global as well as regional situation, the Hon'ble Speaker is pleased to adopt the following measures with immediate effect and until further orders:

A. Austerity in HR Management:

- (1) **20% staff** shall perform duties through physical presence at their respective workplaces; and **80% staff** shall work virtually from their homes through a rotational duty roster, to be prepared and issued by the HRM Wing.
- (2) The Secretariat shall observe **four working days** in accordance with the policy of the Federal Government, except during Session Days of the National Assembly.
- (3) All employees shall ensure their **availability at home** through telephone, email, WhatsApp and other communication tools.
- (4) Home-based employees shall report to the office at **one hour's notice** if required by their reporting officers.
- (5) Home-based 80% employees shall **not be entitled to Diet Allowance/Overtime Charges**.
- (6) No employee shall leave the station except with the **prior permission** of the competent authority.

B. Energy Conservation Targets:

- (7) **70%** energy conservation by switching off the unnecessary lights and minimizing use of other electric appliances.
- (8) **70%** savings from utilities bills of the cafeterias in the Secretariat.
- (9) Session of the National Assembly as well as all Committees' meetings shall be scheduled **well before the sunset** to save energy.
- (10) The energy requirements shall be met through the **Green Parliament project** (01 MW) without taking support from the national grid.

C. Austerity in Transport:

- (11) 70% reduction of expenditure on official transport facilities shall be ensured; and only 30% transport shall be operational for smooth functioning of the Secretariat.
- (12) **70% of official** vehicles shall be grounded.

D. Teleconferencing Mode:

- (13) Meetings of Standing Committees will be encouraged to be held through virtual mode enabling the Members to cut fuel and other related costs.
- (14) Number of meetings shall be reduced up to the bare minimum level due to austerity measures until the situation normalizes.

E. Miscellaneous Austerity Measures:

- (15) **25% cut** in salary and allowances of all MNAs will be applied for two months.
- (16) **Two day's salary** shall be forgone by the officers of the National Assembly Secretariat in BPS-20 and above (or equivalent) **or of those** with a monthly salary of PKR 300,000 or more irrespective of their BPS.
- (17) All types of procurement shall stand **discontinued** forthwith except for essential day-to-day requirements and that too at the bare minimum level.
- (18) **Paperless** working environment shall be adopted to reduce costs on conventional working.



(Muhammad Farooq)
Deputy Secretary (HRM)

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Deputy Secretary (HRM)