



NATIONAL ASSEMBLY SECRETARIAT

(HR Management Wing)

F. No. 19(13)/2026-HRM-I (86)
Islamabad, the 20th June, 2026

Office Working Hours

OFFICE ORDER

The competent authority has approved the following office timings for National Assembly Secretariat with immediate effect and until further orders:

Working Days of Week	Daily Working Hours
Monday to Friday	9:00 am to 5:00 pm
Lunch / prayer break: 1:00 pm to 1:30 pm	

2. During session days, the closing timing will be **6:00 pm** or **30 minutes** after adjournment of an evening sitting, whichever is later.

(Syed Mujahid Hussain)
Section Officer

All Employees of the National Assembly Secretariat

Copy to:-

1. The Principal Secretary to the Hon'ble Speaker
2. The Staff Officer to the Hon'ble Deputy Speaker
3. The Staff Officer to the Hon'ble Leader of the Opposition
4. The Staff Officer to the Secretary
5. The Adviser on Legislation, Parliamentary Proceedings & Training
6. The Special Secretary (Special Initiatives)
7. The Special Secretary (Parliamentary Diplomacy & Protocol)
8. The Chief Technical Advisor
9. All Additional Secretaries / Joint Secretaries & Deputy Secretaries
10. The Sr. DG, all DGs & Directors
11. The Chief Finance & Accounts Officer
12. The Additional Sergeant-at-Arms
13. All Wings/Directorates/Branches/Offices
14. AD (DSU) *(for sharing in official groups and up-loading on official website)*
15. Office Order Folder.