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عزم ملان شان شاه اهن پاکستان



Government of Pakistan
Ministry of Poverty Alleviation & Social Safety
PAKISTAN BAIT-UL-MAL
(An ISO 9001:2015 Certified Public Sector Organization)
Sector H-8/4 Islamabad (Tel No. 051-4863212) pbmestabishment@gmail.com

PBM/Estb/064/5191

Islamabad the 04 August 2022

OFFICE ORDER

Subject: **USE OF SOCIAL MEDIA BY PBM EMPLOYEES**

Kindly refer to the Cabinet Division's O.M F.No. 14/04/2021-D-II dated 25 August 2021, whereby detailed instructions under Government Servants (Conduct) Rules, 1964, adopted in PBM Employees Service Regulation, 2021, governing participation of government servants in different media forums including social media platforms were issued for compliance.

2. Under the Clause 6.21 of PBM Employees Service Regulation, 2021, no employee of Pakistan Bait-ul-Mal (PBM) can participate in any media platform except with the express permission of the Managing Director. Clause 6.19 of the Regulations ibid bars a PBM employee from sharing official information or document with any government servant unauthorized to receive it or a private person or press. Further, Clause 6.23 of the Regulations ibid refrains a PBM employee from making any statement of fact or opinion which is capable of embarrassing PBM or government in any document published or in any communication made to the press or in any public utterance or television programme or radio broadcast delivered by him or her. Furthermore, Clause 6.22, 6.26 & 6.27 of the Regulations ibid bar a PBM employee from expressing views against ideology and integrity of Pakistan or any government policy or decision. Besides, they also bar a PBM employee from offering views on any media platform which may either harm the national security or friendly relations with foreign states; or offend public order, decency or morality; or amount to contempt of court or defamation or incitement to an offence; or, propagate sectarian creeds. No PBM employee shall be a member, representative or portray to represent, employees or any class of employee as per Clause 6.30 of Regulations ibid.

3. Despite the aforementioned instructions and the guiding legal frame-work, it has been observed that PBM employees often engage themselves with social media i.e. websites and applications that enable users to create and share contents or participate in social networking / virtual communities / online groups. They, while using different social media platforms including Facebook, Twitter, WhatsApp, Instagram, Microblogging etc. to air their views on a host of subjects, sometimes indulge in actions or behavior that does not conform to the required standards of official conduct, as envisaged in the Regulations ibid. Such actions range from unauthorized relaying of the official information to disseminating the wrong or misleading information to airing of official / political or sectarian views etc.

4. In view of the foregoing, it is expedient to issue the following instructions for governing use of social media platforms by PBM employees.

- i. The same instructions as are applicable to PBM employees while speaking at public fora or publishing articles in print media, shall apply, mutatis mutandis, to the use of social media by them.

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- ii. As provided in Clause 6.19 & 6.22 of the Regulations *ibid*, they shall not indulge in unauthorized disclosure of the official information or sharing of the official documents they come across during the course of performing their duties, via social media.
 - iii. In order to maintain their impartiality and objectivity in performance, they shall not partake in any discussion on social media or exchange or forward information or messages that express their opinion on official / political or sectarian issues.
 - iv. They shall not participate in furthering of any information especially pertaining to PBM or government matters that, *prima facie*, appears to be unauthentic and misleading.
 - v. They shall not make any disparaging remarks aimed at any individual or group or sect or faith and shall uphold values guiding PBM Service at all times. They are advised to observe discretion and moderation in use of the social media and uphold high standards of propriety.

5. It is, however, clarified that the instructions contained at para 4 are not intended to discourage any positive use of social media. Sometimes official information is urgently required by PBM Head Office or Prov. / Reg. offices, which may be shared through email.

6. All PBM employees are required to comply with the above instructions in letter and spirit. Violation of one or more of these instructions will tantamount to misconduct and shall invite disciplinary action against the delinquent employee under PBM Employees Service Regulation, 2021. Further, in case of a violation committed on a group platform, the 'Administrators' or the 'Admn', if they are employees, shall also be liable to the disciplinary proceedings.

7. All Directors / Deputy Director Incharges are requested to ensure implementation of these instructions.

8. This issues with the approval of the Managing Director.


(LAL BADSHAH)
Deputy Director (Estb)

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