

Ministry of Public Administration, Provincial Council, Local Government and Democratic Rule

Preparation of plan for CITIZEN CHARTER cum delegation of authority – Annex F

(This is an initial exercise to introduce NEW GENERATION OF CITIZEN CHARTER)

Department/ Division/ Unit

S.No	Activity/ Public service	Time Taken for delivery/ completion (Hrs/days)	Responsible officer (designation)	Present authority/officer of final decision making(designation)	Proposed authority/ officer for final decision making (designation)	Target reduced delivery time for the next year (Hrs/days)

Submit within two weeks

The management Team involved in this exercise (at least three management Staff officers)

Name		
1		
2		
3		
4		