

# ELECTION COMMISSION OF PAKISTAN

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Secretariat  
Constitution Avenue, G-5/2,  
Islamabad 10<sup>th</sup> August, 2020

## CIRCULAR

**No. F. 23(20)/2020-Law:-** On the directions of the hon'ble Commission, the following instructions are circulated for information and compliance by all the concerned branches/wings of the Hon'ble Election Commission:-

1. The R&I Branch shall ensure:-

- i. At the time of receiving of every application/petition, complaint and appeal, etc from a litigant party, advocate or a clerk, provision of five (5) sets of each such application/petition, etc. alongwith its original set having date of filing on the same.
- ii. That the said applications/petitions, etc are properly indexed, page numbered and its annexure are flagged properly.
- iii. In the application/petition, etc., complete and accurate residential and official address, contact number(s) of the applicant/petitioner are mentioned as well as the accurate and complete address of the respondent(s) has been provided.
- iv. The application/petition, etc. is equipped with attested copies of the order of the judicial bodies/quasi judicial bodies which are part of the said application/petition and certified copy of the impugned order (*if certified copy is allowed under the provisions of the "Qanun-e-Shahadat Order, 1984*), against which application or appeal is being preferred, has been annexed.
- v. Provision of a certificate about the pendency or non-pendency of any other application/petition on the subject before any forum by the applicant/petitioner which shall be part of his/her application/petition.
- vi. That if application/petition is through an advocate, the power of attorney (*Vakalatnama*) is available on file having complete address and contact number of such advocate.

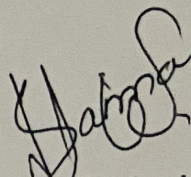
The above instructions shall *mutatis mutandis* apply for filing miscellaneous applications in the pending matters before the Hon'ble Commission as well as submission of reply, reports, etc by the parties in the R& I Branch or through courier. Any case (application, petition, complaint, appeal, etc.) suffering from any of the abovementioned deficiencies, shall be returned in original to the party filing it with Objection Form pointing out the deficiency or deficiencies by the R&I branch. The other applications/petitions received through Courier shall be returned to the applicant/petitioner through courier if found deficient and non-complaint with these instructions alongwith Objection Form.

2. The Branches/Wings of the ECP shall also provide five neat and legible sets of a case to the Law Branch for fixation of the matter before the Hon'ble Commission. The Head of Branch/Wing or Deputy Director or any other officer well conversant with the facts of case relating to his/her branch shall



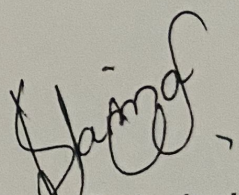
remain available in the Court room alongwith original record of the case during hearing of that case or until his appearance is dispensed with by the Hon'ble Commission.

3. This issues with the approval of the hon'ble Election Commission.

  
(Saima Tariq Janjuha)  
Deputy Director (Law)

Copy forwarded for information to:-

1. All officers in the ECP Secretariat, Islamabad
2. Staff Officer to the Hon'ble CEC, ECP Secretariat, Islamabad
3. Staff Officer and PS to the Secretary, ECP Secretariat, Islamabad
4. PS to all the Hon'ble Members, ECP Secretariat, Islamabad
5. Deputy Director(Web), ECP Secretariat, Islamabad

  
(Saima Tariq Janjuha)  
Deputy Director (Law)