

### Job Descriptions & Key Performance Indicators

Chief Revenue Analysis –I (BPS-20)				
Reporting Officer: DG Revenue Analysis				
S. No	Job Descriptions	KPIs	Weight (%age)	Final Score
1	Revenue Division Yearbook	Revenue Division Yearbook <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
2	Biannual Review	Biannual Review <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
3	World Bank/IMF	World Bank/IMF <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
4	ISORA/ADB	ISORA/ADB <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
5	Tax Expenditure Report (Income Tax)	Tax Expenditure Report (Income Tax) <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
6	PRR/Domestic Resource Mobilization Project	PRR/Domestic Resource Mobilization Project <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
7	PM office coordination	PM office coordination <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
8	Fiscal Policy Related tasks	Fiscal Policy Related tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
9	Sales Tax Mis-invoicing (Project)	Sales Tax Mis-invoicing (Project) <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
10	PMDU Activities	PMDU Activities <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
11	Other Govt Dept. assignments (SBP, FD, PBS, Commerce etc.)	Other Govt Dept. assignments (SBP, FD, PBS, Commerce etc.) <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
12	Senate/National Assembly Questions/Brief	Senate/National Assembly Questions/Brief <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
13	Research & Analysis Tasks	Research & Analysis Tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
14	Any task assigned by the DGRA	Any task assigned by the DGRA <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	

**Job Descriptions & Key Performance Indicators**

Chief Revenue Analysis –II (BPS-20)				
Reporting Officer: DG Revenue Analysis				
S. No	Job Descriptions	KPIs	Weight (%age)	Final Score
1	Head-wise Revenue Targets	Head-wise Revenue Targets <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
2	Budget in Brief	Budget in Brief <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
3	FM's Budget Speech and Presentations	FM's Budget Speech and Presentations <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
4	Pakistan Economic Survey	Pakistan Economic Survey <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
5	Tax Expenditure Report (Sales Tax, Customs)	Tax Expenditure Report (Sales Tax, Customs) <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
6	Evidence Based Revenue Forecasting	Evidence Based Revenue Forecasting <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
7	Medium Term Fiscal Framework (MTFF) 3 Years Revenue Forecasts	Medium Term Fiscal Framework (MTFF) 3 Years Revenue Forecasts <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
8	Monthly Revenue Bulletin	Monthly Revenue Bulletin <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
9	Trade Mis-invoicing (Project)	Trade Mis-invoicing (Project) <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
10	BIC Presentations	BIC Presentations <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
11	NFC Award Assignment	NFC Award Assignment <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
12	Data [FBR Collection, Website, Tax-GDP Ratio etc.]	Data [FBR Collection, Website, Tax-GDP Ratio etc.] <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
13	Research & Analysis Tasks	Research & Analysis Tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
14	Any other task assigned by the DGRA	Any task assigned by the DGRA <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	

### Job Descriptions & Key Performance Indicators

Secretary Revenue Analysis –I (BPS-19)				
Reporting Officer: Chief Revenue Analysis				
S. No	Job Descriptions	KPIs	Weight (%age)	Final Score
1	Head-wise Revenue Targets	Head-wise Revenue Targets <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
2	Budget in Brief	Budget in Brief <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
3	FM's Budget Speech and Presentations	FM's Budget Speech and Presentations <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
4	Pakistan Economic Survey	Pakistan Economic Survey <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
5	Tax Expenditure Report (Sales Tax, Customs)	Tax Expenditure Report (Sales Tax, Customs) <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
6	Evidence Based Revenue Forecasting	Evidence Based Revenue Forecasting <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
7	Medium Term Fiscal Framework (MTFF) 3 Years Revenue Forecasts	Medium Term Fiscal Framework (MTFF) 3 Years Revenue Forecasts <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
8	Monthly Revenue Bulletin	Monthly Revenue Bulletin <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
9	Trade Mis-invoicing (Project)	Trade Mis-invoicing (Project) <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
10	BIC Presentations	BIC Presentations <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
11	NFC Award Assignment	NFC Award Assignment <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
12	Data [FBR Collection, Website, Tax-GDP Ratio etc.]	Data [FBR Collection, Website, Tax-GDP Ratio etc.] <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
13	Research & Analysis Tasks	Research & Analysis Tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
14	Any task assigned by the Chief	Any task assigned by the DGRA <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	

### Job Descriptions & Key Performance Indicators

Secretary / Second Secretary / Deputy Director (BPS-18/19)				
Reporting Officer: Chief-I Revenue Analysis				
S. No	Job Descriptions	KPIs	Weight (%age)	Final Score
1	Tax Expenditure Report (Income Tax)	Tax Expenditure Report (Income Tax) <b>Disposal: 40%</b> <b>Quality: 60%</b>	30%	
2	Biannual Review	Biannual Review <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
3	Domestic Resource Mobilization Project	Domestic Resource Mobilization Project <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
4	Sales Tax Mis-invoicing (Project)	Sales Tax Mis-invoicing (Project) <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
5	ISORA/ADB	ISORA/ADB <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
6	Senate/ National Assembly Questions/Brief	Senate/ National Assembly Questions/Brief <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
7	Research & Analysis Tasks	Research & Analysis Tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
8	Any other official assignment	Any other official assignment <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	

**Job Descriptions & Key Performance Indicators**

Second Secretary (BPS-17/18)				
Reporting Officer: Chief-I Revenue Analysis				
S. No	Job Descriptions	KPIs	Weight (%age)	Final Score
1	Tax Expenditure Report (Sales Tax)	Tax Expenditure Report (Sales Tax) <b>Disposal: 40%</b> <b>Quality: 60%</b>	30%	
2	Revenue Division Yearbook	Revenue Division Yearbook <b>Disposal: 40%</b> <b>Quality: 60%</b>	20%	
3	World Bank/IMF	World Bank/IMF <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
4	PM Office Coordination	PM Office Coordination <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
5	PMDU Activities	PMDU Activities <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
6	Other government department's assignments	Other government department's assignments <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
7	Research & Analysis Tasks	Research & Analysis Tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
8	Any other official assignment	Any other official assignment <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	

**Job Descriptions & Key Performance Indicators**

Second Secretary (BPS-17/18)				
Reporting Officer: Chief-II Revenue Analysis				
S. No	Job Descriptions	KPIs	Weight (%age)	Final Score
1	Tax Expenditure Report (Customs)	Tax Expenditure Report (Customs) <b>Disposal: 40%</b> <b>Quality: 60%</b>	25%	
2	Monthly Revenue Bulletin	Monthly Revenue Bulletin <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
3	Pakistan Economic Survey	Pakistan Economic Survey <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
4	NFC Award Assignment	NFC Award Assignment <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	
5	BIC Presentations	BIC Presentations <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
6	Data [FBR Collection, Website, Tax-GDP Ratio etc.]	Data [FBR Collection, Website, Tax-GDP Ratio etc.] <b>Disposal: 40%</b> <b>Quality: 60%</b>	10%	
7	Research & Analysis Tasks	Research & Analysis Tasks <b>Disposal: 40%</b> <b>Quality: 60%</b>	15%	
8	Any other official assignment	Any other official assignment <b>Disposal: 40%</b> <b>Quality: 60%</b>	05%	