

**“SAVE TREES & PROTECT ENVIRONMENT”**

**Reminder**



No.E&A(FD)11-12/2018(P).  
**GOVERNMENT OF THE PUNJAB**  
**FINANCE DEPARTMENT**

Dated Lahore, the 08<sup>th</sup> October, 2018.

To

All Addl. Finance Secretaries,  
Government of the Punjab,  
Finance Department.

Subject:- **TAG LINE “SAVE TREES & PROTECT ENVIRONMENT” ON  
FD LETTERS.**

I am again directed to refer to this Department’s letter of even number dated 04.09.2018 on the subject cited above whereby directions of the Competent Authority regarding use of slogan on official correspondence were conveyed to all Section Officers / Budget Officers / Research Officers of Finance Department (copy enclosed for ready reference).

2. It has been noticed that still a number of offices are not adhering to above referred directions.

3. I have, therefore, been directed to request you that necessary instructions may be conveyed to all of your subordinate offices for use of slogan “SAVE TREES & PROTECT ENVIRONMENT” (Font: Engravers MT, Font Size 12 pt) on all official correspondence of Finance Department.

4. For compliance please.

*M. A. M. M. M.*  
**SECTION OFFICER (E&A)**

**NO. AND DATE EVEN.**

A copy is forwarded for information to the:-

- (i) PS to Finance Secretary.
- (ii) PSs to Special Secretaries Finance (B&R) and (E&CF), Finance Department.
- (iii) System Analyst, Finance Department, for update on official website.

*M. A. M. M. M.*  
**SECTION OFFICER(E&A)**

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