

FEDERAL SHARIAT COURT OF PAKISTAN

Constitution Avenue, G-5/2, Islamabad **Tele:** 051-9203091 **Fax:** 051-9202724

No.F.17 (1)/2017-Admn.FSC

Islamabad, the 1st June, 2020

CIRCULAR

In supersession of the instructions earlier circulated vide this Court's Circulars of even number dated 13th and 14th April, 2020, the competent authority has been pleased to order that the practice to reduce strength of staff to minimum requirement is discontinued w.e.f. 1st June, 2020.

- 2. All Officers/Officials of this Court posted at Principal Seat Islamabad and Bench Registries at Lahore, Karachi, Peshawar and Quetta are directed to attend Office accordingly. They are also advised, in their own interest and in the national interest, to restrict their movements to stay at home after Office hours and maintain social distancing during the epidemic and strictly observe all protective measures both at Office and home.
- **3.** However, the following preventive measures shall be adopted/implemented by all Officers/Officials of this Court in letter and spirit to avoid spread of **Corona Virus (COVID-19)** as prevention is better than cure:
 - a) Weekly fumigation of the Office Building at Principal Seat and Bench Registries at Lahore, Peshawar, Karachi and Quetta will be carried out regularly.
 - b) Weekly fumigation of all Judges Rest Houses at Islamabad, Lahore, Karachi, Peshawar and Quetta will be carried out regularly.
 - c) Alcohol pads may be used for wiping books, files, office correspondences etc.
 - d) Newspaper may not be used without proper spray and keeping them in open sun shine for one hour before distribution in the Offices.
 - e) Every person entering in the premises of the Court must be checked with thermo-scanner (screening process). In case of any symptoms, he/she may not be allowed to enter in the Court premises.
 - f) The Canteen will remain closed till the situation of pandemic comes on normalcy.
 - g) A.Cs in the Court rooms and Offices must be switched off and doors as well as necessary windows may be opened for fresh air/cross ventilation to maintain room temperature for the time being.
 - h) Regular sterilization of equipment(s)/stationary items including books in the Court Rooms and Offices be carried out by the respective staff.

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- i) Everyone shall wear mask.
- j) Use of gloves.
- k) Avoid handshakes.
- Frequent washing of hands with soap/hand wash liquid atleast for 20 seconds.
- m) Avoid close contact.
- n) No get together in Office and at Home.
- o) Minimum of 01 to 02 meter safe space/distance to be maintained between two individuals.
- p) Use hand sanitizers frequently.
- q) Drink plenty of water.
- r) Avoid touching face, eyes, mouth and nose.
- s) While sneezing/coughing use tissue papers and cover your mouth with your bent elbow as well.
- t) Observe the same precautions while in Office, in travel and at your home.
- 4. The SoPS contained in Workplace Control and Prevention Protocols dated 13th March, 2020 issued by the Supreme Court of Pakistan (copy attached) may also be implemented in letter and spirit.
- 3. The above instructions shall remain effective from 28th May, 2020 till further orders unless modified or withdrawn earlier considering the situation of pandemic.

(Ghulam Rasool)

Deputy Registrar (Admn)

FOR REGISTRAR

All Officers/Officials at Principal Seat Islamabad and Bench Registries at Lahore, Peshawar, Karachi and Quetta.

Copy to:

- The Secretary to Hon'ble Chief Justice.
- The P.Ss to Hon'ble Judges.
- The Staff Officer to learned Registrar.
- The Crisis Management Committee.
- The Computer Programmer with direction to upload on website.