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**PART II**

**Statutory Notifications (S. R. O.)**

GOVERNMENT OF PAKISTAN

**LAW AND JUSTICE COMMISSION OF PAKISTAN**

**NOTIFICATIONS**

*Islamabad, the 3rd July, 2007*

**S. R. O. 718(I)/2007.**—In pursuance of clause (vi) of Rule 9 of the Access to Justice Development Fund Rules, 2002 and clause (g) of Rule 5 of the Accounting Procedures of the Access to Justice Development Fund, 2005, the Governing Body, Access to Justice Development Fund, has laid the following accounting procedures for administrating and managing the Fund Management Window.

1. **Short title and commencement.**—(1) These procedures may be called as the Accounting Procedures of the Fund Management Window.

(2) They shall come into force at once and shall deem to have taken effect from 18th June, 2005.

2. **Allocation to the Fund and expenditure.**—The allocated or to be allocated 2.7% share of amount from income generated on the fund to the Fund Management Window as a resource shall meet the needs, managing and

administering the fund by the Law and Justice Commission. The expenditure will be incurred from the Fund Management Window for the following objectives:—

- (i) salaries of auditors, consultants, investment advisors and officers of staff of Fund Management.
- (ii) purchase of equipment, vehicles and stationery, etc.
- (iii) preparation of account and balance sheet of the fund, and
- (iv) payment of fee, salaries travelling and other allowances and other payment to be charged on the fund.

3. **Bank Account.**—A fund window account may be opened in the National Bank of Pakistan “S” Block, Pak Secretariat, Islamabad to be operated jointly by Secretary and Deputy Secretary (Fund).

4. **Sanction for Drawal of amount.**—(1) The Deputy Secretary (Fund) shall convey the sanction for drawal any amount out of the fund and submit a bill as Drawing and Disbursing Officer to the Secretary, Law and Justice Commission of Pakistan.

(2) The Secretary, Law and Justice Commission shall accord any sanction submitted by Deputy Secretary (Fund) in connection with the affairs of the Law and Justice Commission responsibilities to manage the fund.

5. **Maintenance of Record.**—The Section Officer (Audit / Accounts) shall maintain the record of the fund including book of account, cash book, ledger, Assets and liabilities of the fund, the cheque books, expenditure audit and other record of the fund.

6. **Submission of Accounts.**—The Deputy Secretary (Fund) shall cause the preparation and submission of accounts of the fund in accordance with the manner and form in a prescribed manner.

7. **Imprest Money.**—The Deputy Secretary (Fund) as may be authorized by the Secretary, Law and Justice Commission may sanction the expenditure from the amount allocated to the fund administration window, maintained in the National Bank of Pakistan “S” Block, Pak Secretariat, Islamabad and shall keep cash of Rs.10,000/- (rupees ten thousand) as imprest money to meet petty expenses in discharge of day to day functions with regard to the administration and management of the fund.

8. **Performing Duty by the Deputy Secretary (Fund).**—The Deputy Secretary (Fund) shall perform his duties and functions under the supervision of Secretary, Law and Justice Commission.

[F.3/1/2005/AJDF/LJCP.]

MUMTAZ AHMED  
*Deputy Secretary.*