



**No.317/PA to DG/EPA/2025/
ENVIRONMENTAL PROTECTION AGENCY
NATIONAL HOCKEY STADIUM, LAHORE**

Dated the Lahore 20th August, 2025



To

**The Additional Director General (Imp / Ops), EPA Punjab
All the Directors, EPA Punjab**

Subject: **INITIATION OF ELECTRONIC FILING AND OFFICE AUTOMATION
SYSTEM (E-FOAS)**

Apropos captioned subject, it is hereby directed that all the Note-sheets of the files along with PUCs and DFAs pertaining to all the Directorates of EPA HQs, shall move vertically and horizontally through E-FOAS only.

2. However, until the arrangement of complete scanning of files is in place, the Directorates will be at liberty to send the files to their next destinations by writing its corresponding E-FOAS tracking number in the middle part of file cover immediately below the EPA's Logo.

3. This order shall come into force with effect from 25.08.2025 (Monday) and shall remain in force until modified or withdrawn.

**DR. IMRAN HAMID SHEIKH (PAS)
DIRECTOR GENERAL
ENVIRONMENT PROTECTION AGENCY
PUNJAB**

Copy forwarded for information & necessary action to:

1. PS to Secretary, EP&CCD
2. The In-charge Strategy and Analysis Wing, EPA Punjab
3. PA to Director General, EPA
4. Office Copy.