



**GOVERNMENT OF KHYBER PAKHTUNKHWA  
HEALTH DEPARTMENT**

No. SOG/HD/1-72/Meetings File/2022  
Dated Peshawar, the May 17<sup>th</sup>, 2022

To

1. Vice Chancellor, Khyber Medical University, Peshawar
2. Director General, Health Services, Khyber Pakhtunkhwa
3. Director General, PHSA, Khyber Pakhtunkhwa, Peshawar
4. Director General (Drugs), Drugs Control and Pharmacy Services.
5. Chief Executive Officer, Health Care Commission, Peshawar
6. All Hospital Directors, MTIs, Khyber Pakhtunkhwa
7. Chief Executive, Saidu Group of Teaching Hospital, Swat
8. All Principal, Public Sector Medical Colleges, Khyber Pakhtunkhwa
9. Managing Director, Health Foundation, Khyber Pakhtunkhwa
10. Secretary Pharmacy Council, Khyber Pakhtunkhwa
11. Secretary Medical Faculty, Khyber Pakhtunkhwa
12. Controller Nursing Examination Board, Hayatabad, Peshawar
13. Chief Planning Officer, Planning Cell, Health Department
14. Chief HSRU, Health Department
15. All Section Officer, Health Department

Subject: **FIRST MEETING MINUTES OF SOCIAL MEDIA MONITORING UNIT (SMMU)**

I am directed to refer to the subject noted above and to forward herewith minutes of meeting held on May 12<sup>th</sup>, 2022 under the Chairmanship of Additional Secretary (E&A) Health Department, for strict compliance and further necessary action in true letter and spirit, please.

**Encl: As above.**

  
(SIKANDAR AFZAAL)  
Section Officer (General)

**Endst: No. & date even:**

Copy is forwarded to the:


1. Deputy Director (IT), Health Department with the request to upload the subject minutes on the official website of Health Department, please.
2. PS to Secretary Health, Khyber Pakhtunkhwa.
3. PS to Special Secretary (E&A/B&D) Health Department
4. PAs to Addl: Secretary (E&A/B&D/MTI), Health Department.
5. PA to Deputy Secretary (Admn/Estab/Drugs/MTI/Lit), Health Department.

  
Section Officer (General)

## First Meeting Minutes

A meeting of the **Social Media Monitoring Unit (SMMU)** of Health Department was held today i.e., 12<sup>th</sup> May, 2022 under the chairmanship of Additional Secretary (E&A). Following participant attended the meeting:

1. Deputy Secretary Admin
2. Deputy Secretary Litigation
3. Director Admin (DGHS)
4. Deputy Director (HR), DGHS
5. Deputy Director IT, Health Department
6. In-charge Communication and Media Cell, Health Department



The meeting started with recitation of Holy Quran. The forum was briefed regarding the background and purpose of constituting this Unit. Different aspects of the use and misuse of social media were discussed. The Government Servants (Conduct) Rules, 1987 were displayed to the participants and relevant provisions were highlighted and discussed in detail. The forum agreed to devise strategies regarding awareness and propagation of misuse of social media in today's meeting. For this purpose, the forum will maintain liaison with DHOs, MSs, various Directorates, Project Management Unit (PMUs) and other field offices for observance of conduct rules regarding the use of social media.

The forum resolved that:

1. An association which is formally registered with the relevant registering authority shall be deemed as association. Any association which is not formally registered cannot operate as association and all its activities, as such, shall be deemed in violation of law/rules which shall be liable for action under the relevant law/rules;
2. The associations, generally, are required to abide by the provisions of Government Servants (Conduct) Rules, 1987, particularly Rule 32 of the said Rules;
3. Use of social media, generally, is not prohibited but it shall not be used for the purpose of criticizing the government policies or in any way embarrassing the federal or provincial government in terms of Rules 24 and 25 of the Government Servants (Conduct) Rules, 1987;

4. The content of a message, published on social media, will be examined vis-a-vis embarrassing the government or indulging into politics by employees of Health Department. If any employee is, prima facie, found involved in such activities, disciplinary action will be recommended against him/her in addition to his/her profiling as such. For profiling purposes, a report will be generated by this forum that will be made a part of the personal file of the concerned employee;
5. The forum will make the profiling of employees of Health Department on the basis of reports / evidence received to it;
6. The forum shall evaluate the cases regarding misuse of social media received to it and may recommend any action against the employees whom it finds allegedly involved in misuse of social media; and
7. The forum may investigate the referred cases through internal or external sources.

The meeting ended with a vote of thanks from and to the Chair.

A handwritten signature in black ink, appearing to read "R. S. Suresh", is written over a horizontal line. The signature is slanted upwards to the right.



GOVERNMENT OF KHYBER PAKHTUNKHWA  
HEALTH DEPARTMENT

Dated: April 29<sup>th</sup>, 2022

**NOTIFICATION**

**No. SOG/HD/1-35/Gen. Notification/2022 4567** A Social Media Monitoring Unit (SMMU) is hereby notified for effective coordination, oversight and implementation of the Social Media Policy of Health Department in consonance with Khyber Pakhtunkhwa Government Servants (Conduct) Rules, 1987. The Unit will be functioning under the supervision of Additional Secretary (E&A) and will comprise of the following:

- |  |           |
|--|-----------|
| 1. Deputy Secretary (Admin)                | Member    |
| 2. Deputy Secretary (Litigation)           | Member    |
| 3. Director (Admin), DGHS                  | Member    |
| 4. Deputy Director (HR), DGHS              | Member    |
| 5. Deputy Director (IT), Health Department | Member    |
| 6. Section Officer (General)               | Secretary |

Requisite support staff will be provided by the Department.

**ToRs:**

Following are the ToRs of the Unit:

1. To act as an oversight body for monitoring the misuse of social media platforms by functionaries of Health Department;
2. Laisse with DHOs, MSs, various Directorates, PMUs and other field offices for observance of conduct rules on the use of social media;
3. To examine the content of a message published on social media viz-a-viz embarrassing the Government or indulging into politics;
4. To formulate strategies regarding awareness and propagation of the Policy amongst all the employees of Health Department;
5. Recommend disciplinary actions and ensure updation of record and personal files in connection with violation of policy; and
6. To meet regularly and review the implementation of the Policy;

SECRETARY HEALTH  
KHYBER PAKHTUNKHWA

**Endst. No. & date even.**

**Copy forwarded to the:-**

1. Director General Health Services, Khyber Pakhtunkhwa
2. Director General (Drugs Control), Khyber Pakhtunkhwa
3. Director General Provincial Health Services Academy, KP
4. Chief HSRU, Health Department
5. All Section Officers, DHOs, Health Department
6. PS to Secretary Health, Government of Khyber Pakhtunkhwa.
7. P.S to Special Secretary (E&A), Health Department
8. P.S to Special Secretary (B&D), Health Department
9. P.As to all Additional Secretaries, Health Department
10. P.As to all Deputy Secretaries, Health Department

(SIKANDAR AFZAAL)  
Section Officer (General)