



ISLAMABAD ELECTRIC SUPPLY COMPANY LIMITED

No. IT(HQ)/IESCO/ 2659-62

Dated: 5/08/2025

Deputy Director (MM)
IESCO Regional Store
H-8, Islamabad

Subject: ALLOCATION OF PRINTER (HP LASER JET PRO 4003DW) FOR RECRUITMENT SECTION UNDER HR DIRECTORATE IESCO.

Ref: Supervisor (DE), Office Note, Dated: 01-08-2025

Worthy Chief Executive Officer, IESCO has very kindly approved the allocation of Printer (HP LaserJet Pro 4003DW) to the following office of IESCO with detail as mentioned below.

Sr. No.	Office / Section	Equipment	Qty.	Remarks
01	HR Directorate (Recruitment Section)	Printers (HP LaserJet Pro 4003 dw)	01	MM Directorate PO No. 2846-48/DD(IM)/ CE(MM)/IESCO Dated: 24-03-2025

You are requested to arrange the issuance of the equipment as per the above-mentioned detail, after completing all necessary formalities under intimation to this office.

Note:

- The HP LaserJet Pro 4003DW is a network/Wi-Fi-enabled printer. The Officer In-Charge must ensure its installation at a central location for shared use by all sections. Individual section-wise installations are discouraged.
- This allocation is valid for **06 months** only. Printers not withdrawn within this period will be reallocated to other offices.


Dy. Director (CO)
IESCO, Islamabad

Copy to:

- Director (HR), IESCO Islamabad for information please.
- Dy. Director (MP), IESCO Islamabad.
- Caretaker IESCO Head Office for necessary action please.
- Office Copy