

NOTIFICATION

SO(C)/(PUB)/INF/E&C/BOARD/2026-27/ : - In order to ensure quality, accuracy, originality, relevance and professional standards in the official publications of the Information Department, an **Editorial & Content Board (ECB)** is hereby constituted in the Directorate of Information Publication with the following composition: -

Sr. #	Name/Designation	Status
1.	Director Information (Publications)	Chairman
2.	Mr. Imran Zanoon, Director Information	Member
3.	Mr. Sahib Khan Bhand, Deputy Director Information	Member
4.	Deputy Director Information (Publications)	Member
5.	Information Officer/Editor concerned publication	Member/Secretary

Terms of Reference: -

1. Scrutinize and evaluate articles, essays, interviews, features, analytical writings, reports and other material proposed for publications.
2. Ensure that the material selected for publication is relevant, accurate, original, properly edited and consistent with the objectives of the official publications.
3. Review and approve the editorial content plan of Paigham, Izhar, Sindh Manzar and Special editions.
4. Evaluate contributions received from writers, journalists, literary personalities, experts and other contributors in accordance with the approved criteria/SOP.
5. Recommend eligible contributions for remuneration, where applicable.
6. Perform any other editorial function assigned by the competent authority relating to official publications.

SECRETARY TO GOVT. OF SINDH
Karachi, Dated: 05th October, 2026

SO(C)/(PUB)/INF/E&C/BOARD/2026-27/

A copy is forwarded for information: -

1. P.S. to Secretary to Government of Sindh, Information Department, Karachi.
2. P.A. Director General (Public Relations), Information Department, Government of Sindh.
3. All concerned members of the Editorial & Content Board.
4. Office file.

SECTION OFFICER (COORD.)
FOR SECRETARY TO GOVT. OF SINDH

NOTIFICATION

NO. SO(C)/ (PUB)/INF/E&C/BOARD/2026-27: The Government of Sindh Information Department is pleased to notify the Standard Operating Procedure (SOP) for the functioning of the Editorial & Content Board (ECB) under the Directorate of Publications, with immediate effect and until further orders

STANDARD OPERATING PROCEDURE (SOP) **FOR FUNCTIONING OF EDITORIAL & CONTENT BOARD (ECB)**

1. PURPOSE

This SOP provides a uniform mechanism for the receipt, scrutiny, evaluation, selection and editorial processing of material intended for official publications of the Directorate of Information Publications.

2. SCOPE

The Scope of this SOP extends to the following Publications:

- Monthly Paigham (Sindhi)
- Monthly Izhar (Urdu)
- Fortnightly Sindh Manzar
- Special Editions
- Other publications specifically approved by the Competent Authority

3. SOURCES OF MATERIAL

Contributions and Content shall be sourced from:

- Government departments/offices
- Officers and field formations of the Information Department
- Professional writers and journalists
- Literary and subject experts
- Invited contributors
- Other approved sources

4. PUBLIC NOTICE FOR WRITERS

- Public notice inviting writers to submit contributions shall be advertised each financial year on the pre-defined themes

5. EVALUATION CRITERIA

- The Board will ensure to avoid political / sectarian / controversial material maintaining strict consistency with government policy.
- Evolution Parameters: Relevance | Accuracy | Quality | Public Interest | Language | Editorial Value
- The Board will ensure that the same article is not paid twice and is not published in any other magazine or newspaper.

Continued/Page 2

6. EDITORIAL REVIEW

The Board shall review the proposed theme and recommend suitable content including:

- Articles / Interviews / Speeches/statements / Reports / Historical material / Photographs and captions / Other relevant editorial content

7. EDITING AND FINALIZATION

The selected material shall be subjected to necessary language editing, proofreading, factual checking and editorial formatting prior to printing/publication.

8. REMUNERATION

Where remuneration is admissible, the Board may recommend eligible writers /contributions of Paigham, Izhar and Special Issues according to the following decided categories/rates, subject to the availability of funds and applicable rules:

CATEGORY	REMUNERATION
A	Rs. 6,000/- (Research Articles)
B	Rs. 5,000/- (Feature Articles)
C	Rs. 4,000/- (Interview, Profile)
D	Rs. 3,000/- (Literary Contribution)

9. RECORD KEEPING

The Member/Secretary of the board shall maintain proper record of:

- Material received
- Material selected/non-selected
- Board recommendations
- Contributors
- Published material
- Honorarium/remuneration paid to contributors

10. MEETINGS

The Board shall meet as and when required, particularly before finalization of each regular issue or special publication.

11. REVIEW OF SOP

These SOPs may be reviewed or amended by the competent authority whenever required considering operational experience, departmental requirements or amendments in applicable rules/policies.

The recommendation shall not, by itself, constitute authorization for payment. Disbursement shall be made subject to approval by the Editorial & Content Board (ECB) under the decided categories (A, B, C & D), and subject to the availability of funds.

SO(C)/ (PUB)/INF/E&C/BOARD/2026-27/

A copy is forwarded for information: -

1. P.S. to Secretary to Government of Sindh, Information Department, Karachi.
2. P.A. Director General (Public Relations), Information Department, Government of Sindh.
3. All concerned members of the Editorial & Content Board.
4. Office file.

SECRETARY TO GOVT. OF SINDH

Karachi, Dated: 05th October, 2026

SECTION OFFICER (COORD.)
FOR SECRETARY TO GOVT. OF SINDH

5/10/26