

Government of Pakistan  
Cabinet Secretariat  
Cabinet Division



**Year Book  
2016-17**

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## FOREWORD

Rule 25 of the Rules of Business 1973 requires every Division of the Federal Government to prepare a Year Book on its activities and achievements during the year. The Year Book is prepared for information of the Cabinet as well as general public. The annual publication of this Year Book is also a recognition of the public's right to information.

In compliance with its responsibility under the Rules, the Cabinet Division has prepared its Year Book for the year 2016-17. The objective of this book is to keep the public informed on the important activities undertaken by the Cabinet Division and the organizations/bodies/departments under its administrative control.

It is hoped that this publication will serve as a useful reference book for the public, scholars and researchers.

***Suhail Aamir***  
Cabinet Secretary

Islamabad,  
May, 2018



## TABLE OF CONTENTS

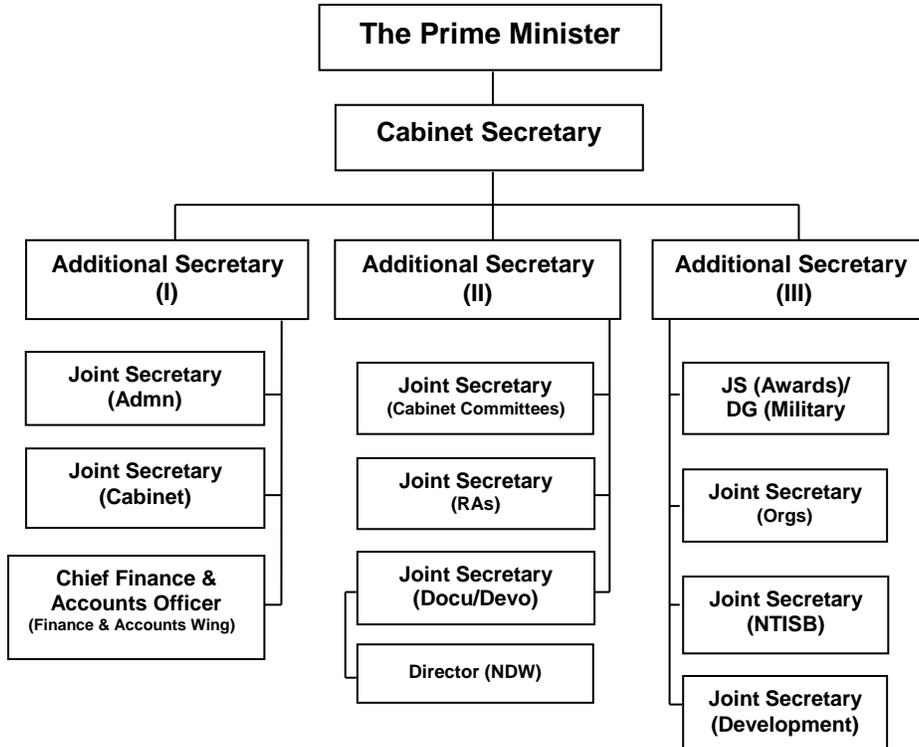
Sr. No.	Contents	Pages
1.	Organizational Chart of the Cabinet Division	3
2.	Functions of the Cabinet Division	4-6
<b>Activities during 2016-17</b>		
3.	Cabinet Wing	9-11
4.	Cabinet Committees Wing	12-13
5.	Administration Wing	14-18
6.	Military Wing	19-20
7.	Awards Wing	21-23
8.	Finance & Accounts Wing	24-25
9.	Documentation/Devolution Wing	26-33
10.	Organizations Wing <ul style="list-style-type: none"> <li>• Pakistan Chairs Abroad</li> <li>• Health Wing</li> <li>• Central Pool of Cars</li> <li>• National Archives of Pakistan</li> <li>• National College of Arts and Design</li> <li>• Printing Corporation of Pakistan</li> <li>• Department of Stationery &amp; Forms</li> </ul>	34-71 35-37 38-49 50-51 52-64 65-68 69-70 71
11.	National Telecom and Information Technology Security Board	72-74
12.	Regulatory Authorities' Wing <ul style="list-style-type: none"> <li>• National Electric Power Regulatory Authority</li> <li>• Oil and Gas Regulatory Authority</li> <li>• Public Procurement Regulatory Authority</li> <li>• Pakistan Telecommunication Authority</li> <li>• Frequency Allocation Board</li> </ul>	75-123 76-89 90-101 102-106 107-114 115-123
13.	Abandoned Properties Organization	124-126
14.	Development Wing	127-129



**ORGANIZATIONAL  
CHART AND  
FUNCTIONS OF THE  
CABINET DIVISION**



# ORGANIZATIONAL CHART



RAs: Regulatory Authorities  
 Docu/Devo: Documentation/Devolution  
 Orgs: Organisations  
 NTISB: National Telecommunications and Information Technology Security Board  
 NDW: National Documentation Wing

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## **FUNCTIONS OF THE CABINET DIVISION**

The Rules of Business 1973 have allocated the following functions to the Cabinet Division:

1. All Secretariat work for the Cabinet, National Economic Council and their committees, Secretaries' Committee.
2. Follow-up and implementation of decisions of all the bodies mentioned at (1) above.
3. National Economic Council: Its constitution and appointment of members.
4. Secretaries' Committee.
5. Central Pool of Cars.
6. All matters relating to the President, the Prime Minister, Federal Ministers, Ministers of State, persons of Ministers' status without Cabinet rank, Special Assistants to the Prime Minister.
7. Appointments, resignations, salaries, allowances and privileges of Provincial Governors.
8. Strength, terms and conditions of service of the personal staff of Ministers, Ministers of State, Special Assistants to the Prime Minister, dignitaries who enjoy the rank and status of a Minister or Minister of State.
9. Rules of Business: Setting up of a Division, allocation of business to a Division and constitution of a Division or group of Divisions as a Ministry.
10. Implementation of the directives of the President and the Prime Minister.
11. Preparation of the Annual Report on Observance and Implementation of Principles of Policy in Relation to the Affairs of the Federation.
12. Budget for the Cabinet: Budget for the Supreme Judicial Council.
13. Federal Intelligence.
14. Coordination of defence effort at the national level by forging an effective liaison among the Armed Forces,

Federal Ministries/Divisions and the Provincial Governments; Secretariat functions of the various post-war problems.

15. Communications Security.
16. Instructions for delegations abroad and categorization of international conferences.
17. Security and proper custody of official documents and Security Instructions for protection of classified matters in Civil Departments.
18. Preservation of State Documents.
19. Coordination: Control of office and residential telephones, mobile phones, faxes, internet/DSL connections, ISD, toll-free numbers, green telephones etc., staff cars, rules for the use of staff cars; common services such as teleprinter service, mail delivery service, etc,
20. Civil Awards: Gallantry Awards.
21. *Toshakhana*.
22. Repatriation of civilians and civil internees from India, Bangladesh and those stranded in Nepal and other foreign countries, and other related matters.
23. Resettlement and rehabilitation of civilians and civil Government servants displaced from East Pakistan including policy for grant of relief and compensation for losses suffered by them.
24. All matters arising out of options exercised by and expatriation of Bengalis from Pakistan.
25. Grant of subsistence allowance to Government servants of the former Government of East Pakistan and its corporations, and their families stranded in West Pakistan.
26. Management of movable and immovable properties left by Bengalis in Pakistan.
27. Administration of the "Special Fund" for POWs and civilian internees held in India and war-displaced persons.

28. Defence of Pakistan Ordinance and Rules.
29. Stationery and Printing for Federal Government Official Publications, Printing Corporation of Pakistan.
30. National Archives including the Muslim Freedom Archives.
31. Pride of Performance Awards in the field of arts.
32. Pride of Performance Awards in academic fields.
33. Pakistan Chairs Abroad.
34. Selection of Scholars against Pakistan Chairs Abroad by the Special Selection Board.
35. National Colleges of Arts at Lahore and Rawalpindi.
36. Women and Chest Diseases Hospital, Rawalpindi.
37. Federal Government Tuberculosis Center, Rawalpindi.
38. Pakistan *Bait-ul-Mal*.
39. Pakistan Tourism Development Corporation and its subsidiaries.

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## **ACTIVITIES DURING 2016-17**



## **CABINET WING**

The Cabinet Wing deals with matters relating to secretarial work of the Federal Cabinet. It also looks after the work of the Standing Committee of the Cabinet for Disposal of Legislative Cases and the Secretaries' Committee including monitoring/implementation of decisions of the Cabinet and the aforementioned two Committees. It is responsible for the custody and maintenance of record of the meetings of the Cabinet and the Secretaries Committee as well as its declassification. It also circulates Year Books of all the Ministries/Divisions for information of the Cabinet in pursuance of Rule 25(3) of the Rules of Business, 1973. The Cabinet Wing also deals with administrative and financial matters relating to 6-Aviation Squadron, besides development projects of the Squadron.

On the Ministerial side, the Cabinet Wing deals with the following:

- Matters relating to the President, Acting President, ex-President and the Prime Minister.
- Matters relating to the Federal Ministers, Ministers of State, Advisers/Special Assistants to the Prime Minister and persons holding the status of Federal Minister and Minister of State along with their personal staff.
- Matters relating to the Rules of Business, 1973.
- Matters relating to the Governors regarding their Appointment, Salary, Allowances, Pension Order etc.
- Matters relating to the employees (BPS-01 to BPS-16) working in President, Prime Minister and Governor Houses.
- Policy/Instructions regarding participation and categorization of International Conferences, Meetings, Workshops, Seminars and Symposia etc., abroad.
- Processing of summaries for approval for visits abroad of Federal Ministers, Ministers of State, Advisers, Special Assistants to the Prime Minister, persons holding the status of Federal Minister, Minister of State without Cabinet Rank, Provincial Governors, Secretaries/Additional Secretaries

In-charge of Ministries/Divisions, heads of Autonomous/Semi-Autonomous Bodies/Corporations and officials in MP-I Scale and government servants of BPS-20 and above whose visits abroad are funded by the Government of Pakistan.

- Redressal of complaints of sexual harassment pertaining to the Cabinet Division/subordinate offices.

During the period from 1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2017, thirteen (13) meetings of the Federal Cabinet were held. A total of 553 Summaries submitted by various Ministries/Divisions were examined and processed for placing before the Cabinet. Proceedings of all the meetings held during the period were duly minuted, and decisions were conveyed to the concerned Ministries/Divisions for implementation. The Summaries included legislative proposals for approval of the Cabinet for starting negotiations with foreign countries on mutual agreements and Memoranda of Understanding etc., approvals for signing/ratification of these instruments, consideration of policy proposals and reports of different committees etc.

Twelve (12) meetings of the Cabinet Committee for Disposal of Legislative Cases (CCLC) were also held. A total of 62 cases were considered in the meetings and subsequently disposed of after ratification from the Cabinet.

During the period, two (02) meetings of the Secretaries' Committee were convened. Year Books received from 19 Ministries/Divisions were circulated for information of the Cabinet members, Ministers of State, Advisers/Special Assistants to the Prime Minister and other dignitaries.

Progress-I Section deals with follow-up of the Cabinet decisions till their implementation. Details of the Cabinet meetings and decisions taken during the financial year 2016-17 are as under:

1.	Cabinet meetings held during the financial year 2016-17	13
2.	Decisions taken during the financial year 2016-17.	468
3.	Decisions implemented	273

4.	Decisions under implementation at the close of the year on 30 <sup>th</sup> June, 2017	195
Percentage of implementation		59%

The Squadron Section mainly deals with administrative and financial matters relating to 6-Aviation Squadron. The 6-Aviation Squadron operates with a fleet of helicopters for relief and rescue operations besides missions of highly sensitive nature conducted for the transfer of VVIPs and foreign dignitaries. The activities carried out during the period under report were as under:

**Details of Missions (1<sup>st</sup> July, 2016 to 30<sup>th</sup> June, 2017)**

S.No.	Type of Mission	Hours Flown
1.	VIP/VVIP Mission	945.6
2.	Technical/Testing Flying	26.1
3.	Training Flying (including Bambi Bucket Practice)	175.2
<b>Total</b>		<b>1146.9</b>

During the financial year 2016-2017, Ministerial-I Section processed, examined and prepared 73 Summaries. Moreover, a large number of queries/questions received from various Ministries/Divisions/Departments with regard to interpretation of the Rules of Bussiness, 1973 were properly attended and a number of suggestions/proposals for change in the allocation of bussiness between various Divisions were received which were also properly disposed of.

During the financial year, 406 Summaries on visits abroad were processed.

Ministerial-II Section deals with the appointment/acting arrangements of Governors of Provinces. Mr. Muhammad Zubair was appointed as Governor Sindh and his appointment was notified in the official gazette during the financial year.

The functions of Min-II Section include budgetary matters relating to the President Secretariat and the Prime Minister's Office and matters relating to pension, salaries, allowances and privileges of Governors of all the Provinces.

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## CABINET COMMITTEES WING

The Cabinet Committees Wing comprises two Sections i.e Cabinet Committees and Progress-II. This Wing provides secretariat support to the National Economic Council (NEC), its Executive Committee (ECNEC) and the following Committees of the Cabinet:

- a. Economic Coordination Committee of the Cabinet (ECC)
- b. Cabinet Committee on Privatization (CCOP)
- c. Cabinet Committee on Restructuring (CCOR)
- d. Cabinet Committee on Energy (CCE)

The Cabinet Committees Wing is responsible for convening, and conducting meetings of the above fora, recording their minutes and monitoring/implementation of their decisions and maintaining the relevant record.

During the financial year 2016-17, a total of fifty three (53) meetings were held, wherein three hundred and thirty (330) Summaries submitted by different Ministries/Divisions were considered and two hundred and eighty (280) decisions were taken. Details of the meetings of the above fora and their decisions are as under:

Sr.No.	Name of the Forum	Number of Meetings	Number of Decisions Taken
1.	National Economic Council (NEC)	01	04
2.	Executive Committee of the National Economic Council (ECNEC)	09	76
3.	Economic Coordination Committee (ECC) of the Cabinet	29	144
4.	Cabinet Committee on Privatization (CCOP)	02	12
5.	Cabinet Committee on Restructuring (CCOR)	01	03
6.	Cabinet Committee on Energy (CCE)	11	41
	<b>Total</b>	53	280

In accordance with Article 156(5) of the Constitution, the Cabinet Division, in consultation with the Ministry of Planning, Development and Reform, is also responsible for preparing an Annual Report of the National Economic Council and its submission to both houses of the Parliament. The Annual Reports of the Council for the Financial Years 2015-16 & 2016-17 have been laid in both houses of the parliament.

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## **ADMINISTRATION WING**

The Administration Wing is responsible for looking after the matters relating to human resource management of the Cabinet Division including matters relating to procurement, upkeep, repair and maintenance of machinery and equipment, furniture and fixture, vehicles, stationery etc. It also deals with preparation of budget/re-appropriation and all financial matters of officers and staff of the Cabinet Division. The Wing also deals with matters relating to Green Telephone, and Mail Delivery Service, including Bag Service between Islamabad and the provincial capitals.

### **Activities during 2016-2017**

During the period under consideration following matters relating to administrative control/HR management were dealt with:

- i. Eleven (11) employees of different cadres were promoted.
- ii. Three (03) employees were appointed under the Prime Minister's Assistance Package.
- iii. Six (06) cases of disciplinary proceedings were processed, out of which 04 cases were finalized.
- iv. Two (02) employees were deputed for Seasonal Hajj Duty.
- v. Service tenure of seven (07) contingent paid staff was finalized.
- vi. 10 cases of marriage grant, 10 cases of deputation, 28 cases of LPR/Retirement, 339 cases of all types of leave were finalized.
- vii. Efficiency honorarium was processed/granted to the officers/officials in BS-1 to 18 in the month of August, 2016 and again in the month of June, 2017, the same was processed/granted to the officers/officials in BS-1 to 22.

- viii. 94 cases relating to application/relieving/retention of lien etc., and allied matters were also finalized.
- ix. Four (04) cases filed in the Federal Services Tribunal against the Cabinet Division were duly responded during the period under consideration. Three cases were decided in favour of the Cabinet Division.
- x. One employee of a devolved Ministry, namely, Mr. Chengez Khan, Assistant Marketing Inspector was appointed as UDC (BS-11) under direct quota vacancy in terms of Rule 3(3), 3(4) and Rule 9 of the Civil Servants (APT) Rules, 1973.

The AdminWing is primarily dealing with administrative matters pertaining to officers/officials. The details are as under:

- i. Promotion of Superintendents and Private Secretaries.
- ii. Confirmation of Superintendents/Private Secretaries against permanent posts.
- iii. Disciplinary proceedings against the officers accused of various charges.
- iv. Grant of higher scale to Superintendents and Private Secretaries.
- v. Airport Entry Passes to officers and officials deputed on Protocol Duty.
- vi. Posting/transfer/provision of replacement during leave of an officer.
- vii. Grant of any kind of leave to officers.
- viii. Provision of PS to Ministers without portfolio/Advisors to PM, SAPM and other dignitaries, etc.
- ix. Maintenance of personal data of each officer.
- x. Maintenance of seniority list (cadre-wise) of Superintendents and Private Secretaries.
- xi. Reply to National Assembly/Senate questions regarding officials of the Cabinet Division (Main) as

well as officers of its attached/sub-ordinate departments and authorities.

- xii. All matters pertaining to various information relating to the officers (BS-16 to BS-22).
- xiii. Issuance of NOCs to the officers of Cabinet Division (Main) and its attached/subordinate departments and authorities for obtaining official/gratis/private passports.
- xiv. 05 Assistant Private Secretaries (BS-16) were promoted as Private Secretaries (BS-17).
- xv. 04 Private Secretaries (BS-17) were granted BS-18.
- xvi. 02 posts of Private Secretaries (BS-18) were upgraded and re-designated as Senior Private Secretaries (BS-19).
- xvii. 01 Assistant Director (BS-17) was promoted as Deputy Director (BS-18).
- xviii. 43 temporary posts of BS-01 to BS-20 were converted into permanent posts.
- xix. 01 temporary post of Special Secretary (BS-22) was created.

The achievements of the Administration Wing for the financial year 2016-17 are as under:

Medical claims reimbursed	235
HBA granted to officers/officials	51
Motor Car Advance granted to employees	14
Motorcycle Advance granted to employees	26
GPF Advance granted to employees	42
Officers nominated for training/course (Foreign)	01
Officers nominated for training/course (STI)	13
Officers/Officials nominated for training/course (Other Station)	03
Officers/Officials nominated for training/course (Islamabad Station)	05
Pension cases finalized	54

- i. Logistic support was provided to the offices of Advisors/SAPMs and all officers of the Cabinet Division for speedy disposal of official business.
- ii. Nameplates, display boards etc. in Urdu were introduced for promotion of the national language in the Cabinet Division.
- iii. E-governance is being introduced in the Cabinet Division.
- iv. Biometric attendance has been started to improve efficiency/performance of the employees of the Cabinet Division.
- v. Cabinet Division's website has been upgraded for facilitating online suggestions/complaints and access to the general public. All policies/rules/regulations are available on the website.

In pursuance of a directive of *Wafaqi Mohtasib* (Ombudsman)'s Secretariat, Islamabad, a Complaint Cell was established under Admin Wing. For this purpose, a separate dedicated room on the 1<sup>st</sup> floor of the Cabinet Block was allocated alongwith staff. The following actions in addition to performing routine official business, have already been initiated;

- i. Grievances/complaints of the employees of the Cabinet Division are resolved through an approved mechanism.
- ii. Deputy Secretary (Coord) has been nominated as Focal Person and Section Officer (Coord) as Complaints Officer.
- iii. E-link of Cabinet Division with *Wafaqi Mohtasib* Secretariat has been established.
- iv. E-mail ID of Focal Person and Complaint Officer, by designation have been updated on Cabinet Division's website.
- v. Arrangement for installation of an independent UAN helpline in the Cabinet Division is under progress.

Admin Wing also carried out the following functions:

- Green Telephone Connections installed = 35
- Green Telephone Connections restored = 19
- Green Telephone Connections closed = 36
- Green Telephone Connections shifted =49
- Replacement of Green Telephone Sets =16
- Security Passes issued = 197
- Cypher Messages received = 2925
- Internal Admn Wing coordination as per requirement.
- A sum of Rs. 3,731,860/- was deposited in the Government Treasury towards retention cost of gifts declared by the recipients under the following heads of account:

C	Non Tax Receipt
C03	Misc. Receipt
C038	Others
C03843	Sale proceed of <i>Darbar</i> and other presents

In addition, the Admin Wing dealt with the following Parliamentary Business:

Resolutions	70
Questions/Answers	210
Motions	40
Cut Motions	210
Calling Attention Notices	05
Standing Committee Meetings	45

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## **MILITARY WING**

The Military Wing of the Cabinet Division is responsible for coordination of defence matters at the national level through an effective liaison among the Armed Forces, the Federal Ministries and the Provincial Governments. It also performs Secretarial functions for 29 Defence Planning Committees at the Federal level.

### **Activities during 2016-2017**

- a. The following meetings were held during 2016-2017:

<b>Date</b>	<b>Meeting</b>	<b>Ministry</b>
03-08-2016	Essential Supplies Committee on Defence Planning	Ministry of Industries and Production
15-08-2016	Petroleum and Natural Resources Committee on Defence Planning	Ministry of Petroleum and Natural Resources
18-08-2016	Camouflage and Concealment Committee on Defence Planning	E-in-C Branch, GHQ
22-08-2016	Emergency Medical Coordination Committee on Defence Planning	Ministry of National Health and Regulation Services
25-10-2016	Camouflage and Concealment Committee on Defence Planning	E-in-C Branch, GHQ
01-12-2016	Underground Shelters Committee on Defence Planning	Ministry of Housing and Works
06-12-2016	Media Coordination Committee on Defence Planning	Ministry of Information, Broadcasting and National Heritage
30-01-2017	Food Supplies Committee on Defence Planning	Ministry of Food Security
14-03-2017	Afforestation Committee on Defence Planning	Ministry of Climate Change
05-04-2017	Petroleum and Natural Resources Committee on Defence Planning	Ministry of Petroleum and Natural Resources
17-04-2017	Finance Committee on Defence Planning	Ministry of Finance
02-05-2017	Essential Supplies Committee on Defence Planning	Ministry of Industries and Production

- b. A constant liaison was kept with the Armed Forces, the Federal Ministries/Divisions and Provincial Governments for follow-up actions on decisions taken in various meetings of the Defence Planning Committees.
- c. Scrutiny of Defence Planning documents viz Committee Reports, and Departmental War Books was carried out.
- d. Safe Custody Certificates were sought from various Federal Ministries/Divisions/Provincial Governments for Security Booklets.
- e. **23<sup>rd</sup> March Parade, 2017:** The Military Wing of the Cabinet Division coordinated all matters related to Joint Services Parade with the Joint Staff Headquarters, the General Headquarters and the Provinces.

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## **AWARDS WING**

### **Functions:**

- a) Processing of the recommendations received from various Ministries/Divisions and the Provincial Governments for conferment of Pakistan Civil Awards by the President of Pakistan under Article 259 of the Constitution of Pakistan.
- b) Holding of meetings of the Sub Awards Committees alongwith the Main Awards Committee.
- c) Submission of Summaries to the Prime Minister/President of Pakistan for approval of conferment of the Pakistan Civil Awards.
- d) Issuance of Press Release on 13<sup>th</sup> August, every year for announcement of the Awards.
- e) Preparation of Citations for inclusion in the Brochure and for reading out by the Cabinet Secretary in the Investiture Ceremony at the *Aiwan-e-Sadr*.
- f) Preparation of medallions from the Pakistan Mint, Lahore.
- g) Making arrangements for the Investiture Ceremony on 23<sup>rd</sup> March at *Aiwan-e-Sadr*, Islamabad every year.
- h) Preparation of the National Programme for Independence Day celebrations for approval of the Prime Minister of Pakistan in consultation with the Ministries/Divisions and the Provincial Governments.
- i) Making arrangements for the Flag-Hoisting Ceremony held on 14<sup>th</sup> August every year in consultation with ICT, CDA, ISPR, Islamabad Police and other departments.

### **Activities during 2016-2017**

#### **a) Pakistan Civil Awards**

- i. The recommendations received from the Ministries/Divisions and the Provincial Governments were scrutinized by the Awards Committees and a final list containing nominations was submitted to the Prime Minister/President of Pakistan for their approval.

- ii. After approval of the President, 137 awards were announced on 14<sup>th</sup> August, 2016 through a Press Release. The Wing arranged the Investiture Ceremony for conferment of the Civil Awards at the *Aiwan-i-Sadr*, Islamabad on 23<sup>rd</sup> March 2017. The President of Pakistan conferred Pakistan Civil Awards on eighty-four Pakistani citizens as well as foreign nationals. The Investiture Ceremonies were also held at the Joint Staff Headquarters and the Provincial Capitals where the Governors of the Provinces decorated the recipients as per the detail given below:

S. No.	Place where to be Awarded	Hilal-i-Shuja'at	Hilal-i-Imtiaz	Sitara-i-Pakistan	Sitara-i-Shuja'at	Sitara-i-Imtiaz	President's award for Pride of Performance	Sitara-i-Khidmat	Tamgha-i-Khidmat	Tamgha-i-Pakistan	Tamgha-i-Shuja'at	Tamgha-i-Imtiaz	Tamgha-i-Khidmat	Total
i.	President's Secretariat	1	3	1	1	9	6	0	0	1	16	11	1	50
ii.	Punjab	0	0	0	0	5	10	0	0	0	0	8	0	23
iii.	Sindh	0	0	0	0	3	5	0	0	0	0	1	0	9
iv.	KPK	0	0	0	0	1	4	0	0	0	0	3	0	8
v.	Balochistan	0	0	0	0	0	3	0	0	0	0	2	0	5
vi.	Gilgit Baltistan	0	0	0	0	0	2	0	0	0	0	0	0	2
vii.	Abroad	0	0	1	0	2	1	1	0	2	0	0	0	7
viii.	SPD	0	0	0	0	1	19	0	0	0	0	4	0	33
<b>Total</b>		<b>1</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>50</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>16</b>	<b>27</b>	<b>1</b>	<b>137</b>

- iii. The following Awards were conferred upon foreign nationals:

S. No.	Name of Awardees	Awards	Country
i.	H.E. Mr. Burhan Muhammad (Late)	SITARA-I-PAKISTAN	Indonesia
ii.	Mrs. Hery Setyawati Burhan (Late)	SITARA-I-PAKISTAN	Indonesia
iii.	H.E. Mr. Domingo D. Lucenario Jr.	SITARA-I-PAKISTAN	Philippines
iv.	Mrs. Datin Habibah Binti Mahmud	SITARA-I-PAKISTAN	Malaysia
v.	H.E. Dato' Dr. Hasrul Sani Mujtabar	TAMGHA-I-PAKISTAN	Malaysia

vi.	H.E. Mr. Leif Holger Larsen	<i>SITARA-I-PAKISTAN</i>	Norway
vii.	H.E. Mr. Emilian Ion	<i>TAMGHA-I-PAKISTAN</i>	Romania
viii.	Dr. Margita Dina Sterbova	<i>SITARA-I-KHIDMAT</i>	Czech Republic
ix.	Mr. Iftikhar Aziz	<i>TAMGHA-I-KHIDMAT</i>	Sri Lanka
x.	Mr. Muhieddine El-Tannir	<i>TAMGHA-I-PAKISTAN</i>	Lebanon

**b) National Programme for Independence Day Celebrations**

A national programme was prepared in consultation with all Ministries/Divisions and Provincial Governments, which was submitted for approval of the Prime Minister. The programme was circulated to all Ministries/Divisions and Provincial Governments for implementation.

**Flag-Hoisting Ceremony - 2016**

The Flag-Hoisting Ceremony was held at the Convention Centre, Islamabad on 14 August, 2016. The President and the Prime Minister were the Chief Guests at the Ceremony. Federal Ministers, Ministers of State, Chairman Joint Staff, Chiefs of Staff of the Armed Forces, prominent diplomats and personalities attended the Ceremony.

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## **FINANCE AND ACCOUNTS WING**

Finance and Accounts Wing consists of three sections namely Planning & Monitoring Cell, Audit & PAC Section and Accounts-II Section. The activities of the Wing are supervised by the Chief Finance & Accounts Officer.

### **Activities during 2016-2017**

The Planning & Monitoring Cell (P&M Cell) mainly deals with PSDP Projects of the Cabinet Division and its attached departments/organizations/ executing agencies. P&M Cell processes/analyses cases of PC-Is, release of PSDP funds, liaison and coordination with departments/organizations/executing agencies and the Planning Commission, arrangement of DDWP/Reviews/Pre-Priorities and other project-related meetings, participation and preparation of briefs for CDA-DWP/CDWP/External reviews and other PSDP-related meetings/activities pertaining to the Cabinet Division's PSDP projects. The achievements during the year are as under:

- There were five (05) projects in the Cabinet Division's PSDP 2016-17 namely 1) Digitization of holdings of National Archives of Pakistan; 2) Improvement of Record Preservation, Archives Management Infrastructure & Research Documentation; 3) Upgradation/Strengthening of 6<sup>th</sup> Aviation Squadron Islamabad Heliport, Islamabad; 4) Upgradation of Cabinet Division's IT Infrastructure for E-governance; and 5) Security enhancement of 6-Aviation Squadron.
- PSDP funds amounting to Rs.371.254 million were released during 2016-17 by the Planning Commission.
- Monthly progress was prepared on regular basis and conveyed to the Planning Commission after approval from the competent authority.
- All meetings of APCC & full Year Review/Quarterly Review meetings relating to the Cabinet Division were attended during the financial year, 2016-17. Meeting on PMES was also attended.

- Proposals for the budget 2017-18 were processed.

The Wing deals with all budgetary matters of current expenditure in respect of demand No.001, 002, 004 and 017. It releases funds to Federal Ministers/Ministers of State on account of Pay, Allowances, TA/DA and Medical charges including grant-in-aid to Shaikh Zayed Hospital, Rahim Yar Khan, NCA and PTDC on quarterly basis. The achievements during the year are given below:

- Prepared annual budget proposals for the year 2017-18 and thereafter forwarded NISs according to budget ceiling i.e. Rs.7,336.696 million to the Budget Wing, Finance Division under Demand No.001, 002, and 004 in respect of the Cabinet Division and its Departments/Organizations.
- Obtained proposals for Foreign Exchange Budget from all concerned Wings and Departments/Organizations of the Cabinet Division and presented the proposals to the Finance Division for its approval. The Finance Division approved a budget of Rs.102.500 million for meeting requirements of the financial year 2016-17.
- Funds amounting to Rs.179.000 million were released to Ministries/Divisions on account of Pay, Allowances, TA/DA and Medical charges in respect of the Federal Ministers/Ministers of State.

The Wing also deals with matters relating to audit, meetings of Departmental Accounts Committee (DAC) and Public Accounts Committee (PAC) and compliance of their decisions/ directives. The achievements during the year are as under:

Ten (10) meetings of DAC were held in the Cabinet Division. In this regard, five (05) meetings of PAC were also attended.

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## DOCUMENTATION/DEVOLUTION WING

The activities of Documentation/Devolution Wing are supervised by the Joint Secretary (Doc/Dev). The details are as under:

### Activities during 2016-17

“Federal Government Artist Welfare Fund” was created in 2011 with a seed money of Rs.200 million announced as Endowment Fund by the Prime Minister. The amount of Rs.200 million was invested in Pakistan Investment Bonds (PIBs) through the National Bank of Pakistan (NBP). The profit received from the Bank on six monthly basis is distributed among deserving artists all over the country on recommendations of renowned veteran artists who are Non-official Members of the Steering Committee. The Fund is being managed by the following Steering Committee consisting of Official and Non-official Members under the Chairmanship of the President of the Islamic Republic of Pakistan:

President of Pakistan

Chairman

#### Official Members

- |  |                  |
|--|------------------|
| 1. Secretary to the President                                  | Member           |
| 2. Cabinet Secretary   | Member/Secretary |
| 3. Secretary, Information,<br>Broadcasting & National Heritage | Member           |
| 4. Additional Finance Secretary                                | Member           |

#### Non-official Members

- |                           |        |
|---------------------------|--------|
| 1. Mr. Akram Dost         | Member |
| 2. Mr. Arif Habib         | Member |
| 3. Mr. Asghar Nadeem Syed | Member |
| 4. Mr. Ata ul Haq Qasmi   | Member |
| 5. Mr. Mustafa Qureshi    | Member |
| 6. Mr. Najeebullah Anjum  | Member |
| 7. Mr. Muhammad Qawi Khan | Member |
| 8. Ms. Saira Kazmi        | Member |
| 9. Mr. Shahid Shafiq      | Member |
| 10. Ms. Zeba Muhammad Ali | Member |
| 11. Mr. Salman Alvi       | Member |

During the period 2016-17 the following meetings of the Steering Committee of the Federal Government Artists Welfare Fund were held under the Chairmanship of the President:

Meeting	Deserving Artists for whom financial assistance approved
5 <sup>th</sup> meeting held on 27.09.2016 & 06.10.2016	34
6 <sup>th</sup> meeting held on 13.03.2017	39

During the period under report, Notices to the Cabinet Division for 351 cases were received from various courts. The cases were forwarded to the concerned Wings by the two Sections of the Litigation Cell and dealt by these two Sections themselves. In each case, para-wise comments/reports/concise statements were submitted in the Courts:

S. No.	Name of Court (s)	No. of Cases
1.	Supreme Court of Pakistan	25
2.	Islamabad High Court	152
3.	Lahore High Court	70
4.	Peshawar High Court	33
5.	Sindh High Court	24
6.	Balochistan High Court	03
7.	Lower Courts	22
8.	Wafaqi Mohtasib	07
9.	Federal Services Tribunal	15
	<b>Total:</b>	<b>351</b>

## DEVOLUTION CELL

Upon completion of the tasks entrusted to the Devolution Cell under Notification No.3/3/2010-Admn, dated 13.01.2011, the Cell was closed in the Cabinet Division w.e.f. 13.10.2016. A Section/Branch was established to deal with the incoming residual issues relating to the Devolution.

During the period under report multifarious nature of cases regarding claims for Benevolent Fund & Group Insurance, Transfer Grant, GP Fund, Family Pension, disciplinary action, court cases, medical reimbursements, searching of old record of retired employees, confirmation of service particulars and request for reinstatement in service were attended besides coordination with other Ministries/Divisions.

## **NATIONAL DOCUMENTATION WING**

The National Documentation Wing (ND-Wing) is a repository of primary source material on the British rule in India, Independence Movement in general and the Muslim political movements in particular. Under Rule 25 of the Rules of Business 1973, acquisition and preservation of State Documents is also a responsibility of the National Documentation Wing. It compiles documents on specific topics of national interest through research of the record in government departments or in private custody. Compilation of documents on vital issues helps the Government in formulation of important national policies. Over the years, ND-Wing has built up a sizeable collection of historical records. It is now the largest repository of primary source material in Pakistan comprising over 27 million pages of documents on microfilms that have been acquired either from local sources or from abroad. This repository facilitates scholars/researchers in having an easy access to the record of historical importance.

### **Activities during 2016-17**

#### **Consultation of the Declassified Cabinet Record by students/researchers**

The Cabinet record pertaining to various Ministries/Divisions declassified by the ND-Wing covers the period from 1947 to 1980. The record is being widely studied by researchers and students for their M.Phil, Ph.D and Post-Doctoral research etc. During the year 2016-17, 173 students/scholars consulted the declassified cabinet record.

#### **NDW Newsletter**

NDW Newsletter is a channel of communication between researchers/scholars and custodians of the public records. The Newsletter's issue No.43 was published and distributed to universities, research institutions, colleges, independent researchers and libraries throughout Pakistan.

## **NDW Reference Library**

NDW Reference Library has a vast collection of secondary source material for research and reference. The collection comprises 13,000 books (approximately) on the history of South Asia authored by renowned historians.

## **Acquisition and Preservation of Vital Government Record**

Around 333,886 documents were preserved in Cabinet Division. The preserved record relates to Cabinet and its committees files.

## **Reprographic Services and Assistance to the scholars/researchers**

In total 173 researchers visited the ND-Wing for research and reference purposes. In this context around 46,546 declassified documents were provided to the researchers under reprographic services. The following topics were selected by the researchers:

- Sir Syed Ahmed Khan (1844-99)
- Federal Court and Judiciary (1947-52)
- Census Reports and Electorate Bills (1950-60)
- Refugee Rehabilitation/Resettlement in Lahore and Sahiwal (1946-50)
- Colonial/Post-colonial Development in Princely State of Bahawalpur
- Economic Development in Darra Adam Khail
- Growth of *Madrassas* in Punjab
- Silk Letters
- Begum Ra'ana Liaqat Ali Khan (Biography)
- Economic and Educational Development in Pakistan (1947-71)
- Electoral System of Pakistan and India (June 1946-Dec 1947)
- PIA (History regarding establishment of PIA)
- Socio-Political Struggle (1930-1947)
- Family Planning and Development in Pakistan (1947-77)

- Infrastructure Development in Princely State of Bahawalpur (1864-1955)
- Liaqat Ali Khan, A Political Biography (1895-1951)
- National Anthem of Pakistan/Flag (History)
- Role and Impact of Refugees in Sargodha Division (1940-1947)
- History of Baluchistan
- Kashmir Dispute and Sino-Pak Relations
- Partition of the Punjab
- Landed Aristocracy and Popular Politics in Pakistan: Unity and Diversity (1858-1977)

### **Digitization of Microfilm Rolls**

A total of 50,000+ documents were digitized from miscellaneous microfilm rolls for research and reference purposes.

### **Year Book of Cabinet Division**

The Year Book of the Cabinet Division for 2015-16 was compiled, edited and got printed.

### **The Cabinet Division's Library (Main)**

The Cabinet Division's Library is a repository of books and official record including Gazettes, Notifications etc. The library collection comprises 13,112 books on various subjects. It also deals with matters relating to compilation of press clippings relating to the Cabinet Division, purchase of books and newspapers.

### **Records Section**

Records Section is responsible for maintaining record of old files in the Records Room in accordance with the procedure prescribed in the "Secretariat Instructions" and maintaining E-Telephone Directory. Activities during the year are as under:

- Quarterly Reports on recording, indexing and weeding out of old records, received from various wings/sections were compiled and forwarded to Pakistan Public Administration Research Center (PPARC) of the Management Services Wing.

- About 12,000 old files of the defunct Ministry of Local Government and Rural Development temporarily placed in the corridors of the Cabinet Division were shifted into the newly allocated Record Rooms of the Cabinet Division.
- Cabinet Division launched the E-Telephone Directory in 2016. With the passage of time it was observed that the data uploaded on the directory had become outdated due to postings/transfers of officers. Therefore fresh data from 49 Ministries/Divisions/Departments was obtained and the E-Telephone Directory was updated on the website of the Cabinet Division.

### **Development Activities:**

#### **Establishment of Core Digital Record Management, Archives Preservation Infrastructure**

National Documentation Wing (NDW), launched a PSDP project titled "Improvement of Record Preservation, Archives Management Infrastructure and Research Documentation" in August, 2015 for preservation of vital Government record. The project was approved by the DDWP at a cost of Rs.22.69 million for a period of two (02) years. The core objectives of the project were:

- i) Improvement of central record preservation and archives management infrastructure of Cabinet Division by replacing old/obsolete equipments purchased from 1970 to 2005 with the latest digital preservation equipment.
- ii) Digital preservation of overall permanent Government record being maintained in various business units of Cabinet Division and preparation of their catalogues along with brief description for research and reference purposes.
- iii) Improvement of infrastructure of libraries by installing modern research tools and technologies i.e. Computer systems, online computer library catalogues (OCLC) and Library Management Information System (LMIS) for

advancement in information retrieval and research facilities.

- iv) Designing/Development of (in-house) integrated MIS Systems for Management of Cabinet Division's Records.
- v) Capacity-building of professional/technical staff through trainings for increasing productivity and strengthening the institute through standardization of processes based on best global practices.

### **Progress and Achievements of Development Project**

As per year-wise/component- wise financial phasing, against the total project cost of Rs.22.690 million, an amount of Rs.10 million was allocated in the first year (FY 2015-16) of the project. Expenditures amounting to Rs.9.073 million were incurred through which state-of-the-art core digital archives management and research documentation infrastructure was established successfully. The old micrographic (microfilming) methodologies were replaced with the latest digital imaging systems for preservation of vital government records. Modern computer hardware, software, digital imaging systems, CCTV security systems, data storage and backup systems and other allied furniture/fixture and equipments etc were deployed for implementation of the project. About 40% physical and financial progress was achieved in the FY 2015-16. Subsequently, in the second year (FY 2016-17) of the project, an amount of Rs.13.456 million was allocated for achievement of remaining targets of the project. Recruitment of technical manpower was completed in December, 2016 and implementation of the project was started with all necessary resources. Furthermore, procurement of remaining physical assets i.e. computer hardware, software and other allied IT equipments etc was also completed therein. About 46% physical and 31% financial progress accumulating to overall 86% physical and 71% financial progress by the second financial year till 30<sup>th</sup> June, 2017 was achieved. All major milestones of the project have almost been achieved except trainings. The objective wise achievements of the project are as under:

Objective	Achievement Status / Remarks
i). Improvement of central record preservation and archives management infrastructure of Cabinet Division by replacing old/obsolete equipments purchased between 1970-2005 with the latest digital preservation equipments	Target achieved successfully. Old microfilming methodology has been replaced with digital archives management systems. All major procurements have been completed with the equipment / machinery etc being made operational as per requirements of project.
ii). Digital preservation of overall permanent Government record being maintained in various business units of Cabinet Division and preparation of their catalogues along with brief description for Research and Reference purposes	Preservation of permanent government record being maintained in Cabinet Division is an ongoing activity. Through this project around 333,886+ documents have been preserved till 30 <sup>th</sup> June, 2017. Over 788 cabinet files and briefs have also been prepared. Subject indexing is also underway for Cabinet and Cabinet Committees Record.
iii). Improvement of Libraries infrastructure by installing modern research tools & technologies i.e. Computer systems, online computer library catalogues (OCLC) and Library management information system (LMIS) for advancement in information retrieval and research facilities.	Preparation of lists of collections items of both libraries i.e. NDW reference library and Cabinet Division's Main Library has been completed. All collections items (approx. 28000) have been entered in the computerized database. The second stage i.e. scanning of books titles and table of contents is underway.
iv). Designing / Development of (in-house) integrated MIS Systems for Management of Cabinet Division's Records.	Prototype models of the applications have been developed while deployment of the applications will be started shortly. These activities will be resumed after recruitment of Programmer/Software Application Developer and Database Administrator. The recruitment process is in progress.
v). Capacity Building of professional / technical staff through trainings for increasing productivity and strengthening the institute through standardization of processes based on best global practices.	Human resource development / capacity-building activities (misc. trainings etc) were planned to be undertaken in the second year (FY 2016-17) of the project. However, due to engagement of the officers in project implementation activities, the same could not be initiated. Consequently, to achieve the 100% project targets implementation period of the project was extended by one year i.e. till 30 <sup>th</sup> June, 2018. These activities are planned to be completed in the year 2017-18.

## **ORGANIZATIONS WING**

The Organizations Wing is responsible for looking after the administrative matters of the following:

1. Pakistan Chairs Abroad
2. Health Wing
  - i) Federal Government Tuberculosis Centre
  - ii) Pakistan Tourism Development Corporation
  - iii) Pakistan *Bait-ul-Mal*
3. Central Pool of Cars
4. National Archives of Pakistan, Islamabad
5. National College of Arts& Design, Lahore/Rawalpindi
6. Printing Corporation of Pakistan, Islamabad
7. Stationery & Forms Department, Karachi

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## PAKISTAN CHAIRS ABROAD

Pakistan Chairs abroad have been established to introduce the history, culture and language of Pakistan in the academic circles of prominent foreign universities. These seats are functioning under different appellations such as Quaid-i-Azam Chair, Allama Iqbal Chair, and Chair in Urdu and Pakistan Studies. Presently, the following fourteen (14) chairs are functioning in various countries.

Sr.No.	Name of the Chair
1.	Chair in Urdu and Pakistan Studies, Peking University, Beijing, China
2.	Chair in Urdu and Pakistan Studies, Al-Azhar University, Cairo, Egypt
3.	Chair in Urdu and Pakistan Studies, Ain Shams University, Cairo, Egypt
4.	Allama Iqbal Fellowship, Heidelberg, Germany
5.	Quaid-i-Azam Distinguished Professorship, Columbia University, Columbia, USA
6.	Quaid-i-Azam Studies Chair, University of California, Berkeley, USA
7.	Allama Iqbal Fellowship, Cambridge University, UK
8.	Quaid-i-Azam Fellowship, Oxford University, UK
9.	Chair in Urdu and Pakistan Studies, Ankara University, Ankara, Turkey
10.	Quaid-i-Azam Chair in Urdu and Pakistan Studies, Baptist University, Hong Kong.
11.	Chair in Urdu and Pakistan Studies, Tehran University, Tehran, Iran
12.	Chair in Urdu and Pakistan Studies, Jordan University, Amman, Jordan
13.	Chair in Urdu and Pakistan Studies, Tribhuvan University, Kathmandu, Nepal
14.	Chair in Urdu and Pakistan Studies, Kazakhstan Abylai Khan University of International Relations and World Languages, Almaty, Kazakhstan.

The main objectives of the Pakistan Chairs Abroad are given below:

1. To introduce the history and culture of Pakistan in the host country.
2. To teach Urdu language, literature and Pakistan Studies
3. To promote acquaintance with the genesis of Pakistan and address the reservations, if any, towards Pakistan.
4. To highlight the role of Quaid-i-Azam, Allama Iqbal and other national heroes in the making and development of Pakistan.
5. To upgrade the image and perceptions about Pakistan in the academic community of the world with a view to improve relations between Pakistan and other countries.
6. To effectively represent Pakistan in the academic forums of other countries by undertaking research on the subjects/issues which are also currently important and significant from Pakistan's point of view.
7. To project the envisaged role of Pakistan in achieving the objectives of true Islam in the Muslim World and engender goodwill in the respective countries.
8. To stir and sustain interest of foreign students in studies about Pakistan and to organize Pakistan-related long and short courses.
9. To assist and encourage foreign scholars to undertake research on various aspects of Pakistan.
10. To bring together outstanding Pakistani and foreign scholars, intellectuals and eminent persons of letters and arts to carry out research on Pakistan.
11. To organize and conduct conferences, seminars, symposia, workshops and exhibitions on Pakistan.

12. To exchange knowledge to the mutual benefit of Pakistan and the country concerned and to initiate healthy projection of Pakistan.
13. To deliver lectures at public gatherings on Pakistan-related themes.
14. To organize/participate in functions on Independence Day, Pakistan Day, Iqbal Day and Quaid-i-Azam Day, etc.

The Pakistan Chairs Abroad are selection posts which are filled through open competition by advertising the vacancies in national press and the selection of scholars is made on the recommendation of the Selection Board. The existing policy for appointment of scholars is being revised.

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## **HEALTH WING**

### **Federal Government Tuberculosis Centre**

Federal Government Tuberculosis Centre was established before the establishment of Pakistan and was run by Municipal Corporation, Rawalpindi. In 1962, the Federal Ministry of Health took over its control under 20 years Plan as National TB Control Programme and it was assigned the following functions:

- i. Diagnosis and treatment of TB patients.
- ii. To conduct field TB surveys all over the country with the collaboration of WHO.
- iii. To impart trainings to in-service doctors, paramedics and lab. personnel.

After 18<sup>th</sup> Constitutional Amendment, the Ministry of Health was devolved but the centre was kept under direct administrative control of the Cabinet Division. FG TB Centre is exclusively an OPD (Out Patient Department) which is visited on an average by 450-500 patients daily who get their treatment free of cost.

To deliver better services to patients the latest version of Digital X-Ray Machine has been installed which will soon be functional.

The catchment area of the Centre includes the Districts of Rawalpindi/Islamabad, Jhelum, Chakwal, Talagang, Attock and A.J.K. The Centre plays a pivotal role in the control of tuberculosis in the country. It also works in collaboration with the National TB Control Programme by providing different facilities like lab services, statistics and control of MDR etc. This Centre also provides research facilities to:

1. Doctors from the Federal, Provincials and even private hospitals.
2. Medical students from different medical colleges/universities as part of their studies.

3. Traineenurses and other paramedical staff in the field of TB.
4. Students from different universities like NUST, ARID, HSA .

This Centre is headed by a Medical Superintendent. Its total strength is 101 including medical, paramedical, technical and other staff. The services provided by FG, TB Centre, Rawalpindi during the year 2016-17 are as under:

Total OPD patients registered in registration department	Total patients detected with Tuberculosis	Total patients sputum smear positive	Total patients sputum smear negative	Extra pulmonary	Grand Total (1&2)
51,944	3,828	1,064	2,139	625	55772

**Laboratory Statistics of the Federal Government Tuberculosis Centre**

Total OPD patients tested for TB	Suspects (New case)	Follow up cases of TB	Total Negative Results	Total Positive Results	Total Smears tested for TB
13,226	11,032	2,197	11,910	1,316	23,375

**Pakistan Tourism Development Corporation**

Pakistan Tourism Development Corporation (PTDC) is a public sector organization owned by the Government of Pakistan which is governed through its Board of Directors.

The Corporation owns and controls the following subsidiaries:

1. PTDC Motels North (Pvt.) Ltd.
2. PTDC Motels South (Pvt.) Ltd (inactive).
3. Associated Hotels of Pakistan (AHP)/Flashman's Hotel, Rawalpindi.
4. Pakistan Tours (Pvt.) Ltd. (PTL)

## Functions

- Promotion and development of tourism industry in Pakistan and to carry out the business connected therewith in Pakistan and abroad.
- Provision of transport facility for tourists within the country and abroad.
- Projection of the country's history, culture, arts, literature, archaeological monuments and other features of interest with a view to attracting tourists.
- Establishment, construction and running of tourist facilities like hotels, motels, restaurants etc, in important areas where private sector is shy of investment.

## Achievements

Year	Number of Tourist Arrivals
2016	1.756 million

## PTDC's Role in Promotion of Tourism

### *Tourism Promotion by PTDC*

- Participation in six International tourism events and training programmes held in Malaysia, Spain, Thailand, Papua New Guinea, China, Kuwait and Turkey
- Setting up of PTDC Tourist Information Centres at domestic tourism events held in Islamabad, Kahuta, Rawalpindi and Multan.
- Celebration of World Tourism Day by holding seminar and photo exhibition at Flashman's Hotel, Rawalpindi on 27<sup>th</sup> September, 2016.
- Setting up special tourism bogey in the Christmas Peace Train from Peshawar to Karachi.

### *Steps taken to revive tourism in the country*

- Promotion of religious tourism in the Buddhist countries. Meeting held with ambassadors, NGOs and stakeholders of the Buddhist countries.

- Online reservation system in PTDC Motels has been launched.
- Publicity material including brochures and maps (4667), posters (1089), DVDs and CDs (110) containing information on tourist attractions of Pakistan were distributed among the Pakistani missions abroad (including Bulgaria, Sudan, Indonesia, Kazakhstan, Portugal, Cambodia, Scotland, United kingdom, Thailand and Sweden), Government Departments/Travel agents and tour operators/NGOs, on complementary basis.
- Introduction of tourism curriculum in universities through HEC.
- SMS Marketing has been launched, producing good results.
- Closed / abandoned facilities restarted.
- Restoration of membership of Pakistan in UNWTO and PATA
- Rawalpindi – Naran – Rawalpindi Tourist Coach Service restarted.
- Promotion of PTDC facilities and tourist attractions through social media.

### **Tourism promotion through International and Domestic Tourist Bus Services**

PTDC is operating the following international and domestic tourist bus services to facilitate and encourage Pakistani and foreign tourists to visit different tourist attractions of Pakistan:

<b>Routes</b>	<b>Frequency</b>	<b>Passengers travelled in 2016-17</b>
Lahore (Pakistan) – Delhi (India) – Lahore	Daily except Sunday	3150
Amritsar (India) – Lahore (Pakistan) – Nankana	Twice weekly	32
Nankana (Pakistan) – Lahore – Amritsar (India)	Twice weekly	20
Soust (Pakistan) – Taxkurgan (China)	Daily from 1 <sup>st</sup> May till 15 <sup>th</sup> November	650
Rawalpindi – Naran (Kaghan Valley)	Daily from 10 <sup>th</sup> June till 20 <sup>th</sup> August	1138

- PTL / LDBS adopted close monitoring of its operation and a proactive approach through an aggressive marketing strategy by reaching out to different sports clubs, organizations and schools.
- Compiling of the feasibility report on opening of new bus service from Sindh to India.
- Uplifting of terminal area for Lahore-to-Delhi and Nankana-to-Amritsar bus passengers.
- Special discounted packages have been announced to promote tourism.
- Islamabad City Tour Bus Service is to be launched soon.

### **Pakistan *Bait-ul-Mal***

Pakistan *Bait-ul-Mal* (PBM) is making significant contribution towards poverty alleviation through its various services by providing assistance to the destitute, widows, orphans, invalid, infirm and other needy persons irrespective of their gender, caste, creed and religion through its ongoing core projects/schemes. Following are its objectives:

- i. Provision of immediate relief to the under privileged segments to overcome poverty.
- ii. To facilitate access of poor people, especially the most vulnerable communities, to food, health and education under equal conditions.
- iii. To provide sustainable livelihood opportunities to prevent cross generation transfer of poverty by initiatives for minimising child labour, women empowerment, free education and accommodation to the orphan and the abandoned children.
- iv. To mitigate digital gap through integration of Information Communication Technology (ICTs) in social protection initiatives.
- v. Financial assistance for :
  - Famine hunger
  - Medical treatment

- Education
- Self-employment
- vi. Residential accommodation and necessary facilities for the deserving persons
- vii. Dispensation through IT and E-governance
- viii. Any other purpose approved by the Board

### **Ongoing Programmes/Schemes (Activities of PBM)**

1. Individual Financial Assistance (IFA)
2. Pakistan Thalassemia Centre (PTC)
3. Pakistan Sweet Homes (PSHS)
4. Women Empowerment Centre (WECS)
5. Schools for Rehabilitation of Child Labour (SRCL)
6. Pakistan Great Homes (PGH)
7. Child Support Programme (CSP)
8. Civil Society/NGOs (Sub-wing of Pakistan Bait-ul-Mal)

#### **1. Individual Financial Assistance (IFA)**

Through Individual Financial Assistance (IFA), poor, widows, destitute women and orphans are supported for medical treatment, education, rehabilitation and general assistance.

Medical: Medical treatment is provided to poor patients for major ailments like cancer, heart disease, hepatitis, tuberculosis, vital organ surgeries, kidney dialysis, thalassemia, and general treatment.

Education: Deserving and brilliant students are paid education stipend in accordance with the prescribed fee of government institutions.

General: The eligible applicants are provided financial assistance to fulfill their needs.

An amount of Rs.2072.262 million was disbursed among 41,146 individuals countrywide during the financial year 2016-17.

## **2. Pakistan Thalassemia Centre (PTC)**

Pakistan *Bait-ul-Mal* has established a state of the art Thalassemia Centre (PTC) in Islamabad. In this centre, PBM is providing free of cost blood transfusion services and medicines to needy and deserving Thalassemia patients. It has been established through donations by philanthropists (individuals and companies). The PTC has the capacity for enrolment of 200 Thalassemia patients. Blood transfusion services are also provided to 20 patients per day. This is a pilot project started this year considering medical need of the children of Rawalpindi, Islamabad, Khyber-Pakhtunkhwa, Azad Jammu and Kashmir and Gilgit-Baltistan. Another unit was established in Chakwal with the collaboration of district hospital. The PBM is exploring opportunities to replicate this facility in other provinces as well.

## **3. Pakistan Sweet Homes (PSHs)**

Pakistan Sweet Homes (PSH) project was designed and established in the year 2009 for protection and rehabilitation of the orphans to be adopted by PBM for 14 years. Children aged 4-6 years are enrolled and provided free education, accommodation, clothing, food and security. Currently, 3295 orphans are residing in 35 Pakistan Sweet Homes across Pakistan out of which 06 PSHs are being run as a joint venture of PBM and the donors.

- **Establishment of Youth Villa Karachi:** To cater to the requirements of adolescent PSH children, PBM has established Youth Villa in Karachi in year 2015. The building has been donated by the International Islamic Relief Organization (IIRO) where 500 PSH children are residing. They are provided free accommodation, quality education, and opportunities for religious and social activities. Moreover, children reaching the age of puberty will be shifted to PSH Youth Villas in Karachi and Sukkar.
- **Formation of I.T Labs:** To equip these young children with I.T skills, computer labs are being established in each PSH. In the pilot phase this facility was extended to 12 Pakistan

Sweet Homes. During the year 2016-17, an expenditure of Rs. 430.207 million was incurred on sweet homes.

#### 4. Women Empowerment Centres (WECs)

Women Empowerment Centres have been established throughout the country including Azad Jammu and Kashmir and the Northern Areas since 1995. These centers are providing free vocational training to widows, orphan & poor girls in modern professional skills like, dress designing, embroidery, basic and advance computer courses, beautician course, tie and dye and fabric painting. So far, 154 WECs have been established throughout Pakistan in a phased manner.

Province/ Region	Centres			Present Trainees Strength	Passed Out Since Inception
	WEC	WEC-IT	Total		
Punjab-I	17	22	39	2,568	46,033
Punjab-II	2	17	19	1,242	14,048
Sindh	11	21	32	2,888	34,796
KPK and FATA	6	24	30	1,743	29,221
Balochistan	6	15	21	1,730	12,681
ICT + AJK and Gilgit-Baltistan	10	3	13	870	18,780
<b>Total:</b>	52	102	154	11,041	155,559

#### Achievements:

##### Launching of Information and Communication Technologies (ICTs) for Girls Initiatives:

Pakistan *Bait-ul-Ma'is* introducing an Information and Communication Technologies (ICTs) scheme in all Women Empowerment Centres (WEC) in collaboration with Universal Services Fund (USF). A capacity building workshop pertaining to latest programming skills, networking, office automation etc., was carried out in collaboration with the Microsoft Office Pakistan. IT Labs containing 20 computers (each) in all WECs throughout the country are being established. In Phase-I and Phase-II, 100 Computer Labs have been established and establishment of Computer Labs in the remaining centres (Phase-III) is underway.

During the year 2016-17, an expenditure of Rs. 302.524 million was incurred on these centres.

#### 5. **School for Rehabilitation of Child Labour (SRCL)**

Pakistan *Bait-ul-Mal* has established National Centres for Rehabilitation of Child Labour countrywide since 1995. Children (Male & Female) between the ages of 5-6 years are taken away from hazardous labour and enrolled in these centres. The current strength of National Centres for Rehabilitation of Child Labour is 158. Presently, 17900 students are benefiting from these centres. Since its establishment, 32006 students have been admitted for their further education in government schools. During the year 2016-17, an expenditure of Rs. 527.034 million was incurred on these centres. The Provincewise detail of these centres is as under:

Province / Region	No. of Institutes
Punjab	73
Sindh	36
Khyber Pakhtunkhwa	24
Balochistan	14
Gilgit-Baltistan	5
AJ&K, ICT	6
<b>Total</b>	<b>158</b>

#### 6. **Pakistan Great Homes (PGH)**

Pakistan *Bait-ul-Mal* established two (02) Pakistan Great Homes, one each at Lahore and Karachi, in January, 2014 and February, 2015 respectively, for destitute senior citizens of Pakistan. The senior citizens aged 60 and above are being provided well-furnished accommodation, food, dress and medical facilities. PBM plans to establish one Centre each at Quetta and Peshawar in the next financial year. At present, 61 senior citizens are residing in these Homes (27 in Lahore and 34 in Karachi). During the year 2016-17, an expenditure of Rs. 33.582 million was recorded under the Great Homes.

#### 7. **Special Friends of PBM**

Pakistan *Bait-ul-Mal* has envisioned providing wheel chairs to every disabled person in the country. A family having two or more special children is called as Special Family which is assisted with Rs. 25,000/- annually. During the financial year 2016-17, 6910 disabled persons have been provided artificial limbs, wheel chairs, white canes and hearing aids besides financial assistance.

#### **8. Child Support Programme (CSP)**

Pakistan *Bait-ul-Mal* mobilizes funds from the Government of Pakistan for Child Support Programme and distributes them as cash subsidy to eligible beneficiaries for sending their children aged between 5-16 year to school for primary education. Cash incentive is being paid to the eligible beneficiaries @ Rs. 300/- per month to the families with one child and Rs.600/- per month to the families having more than two children. Currently, CSP programme is operational in the following districts:

<b>S.No.</b>	<b>District</b>	<b>Families</b>	<b>Children</b>
1.	Ghotki	11,640	48,742
2.	Hattian Bala	3,154	12,670
3.	Swat	8,303	31,090
4.	Khairpur	5,627	23,650
5.	Lodhran	2,288	9,057
6.	Lasbella	2,513	9,691
7.	Bahawalpur	3,396	13,169
8.	Rajanpur	6,506	49,457
9.	Malakand	3,110	11,269

UNICEF is providing technical support for execution of Child Support Programme (CSP) in the districts of Swat, Bahawalpur, Ghotki, Lasbela, Khairpur and Rajanpur. During the financial year 2016-17, an amount of Rs. 65.44 million was disbursed among 32,858 numbers of families of CSP districts i.e. Ghotki, Khairpur, Lasbela and Swat with the biometric NADRA verification system.

#### **9. Civil Society/NGOs (Sub-wing of Pakistan Bait-ul-Mal)**

Pakistan *Bait-ul-Mal* provides grant-in-aid to registered Non-Government Organizations (NGOs) for their projects aimed at institutional rehabilitation of poor and deserving persons. Grant is provided in three (03) different strategies focusing cataract surgeries. During the year 2016-17, an expenditure of Rs.37.326

million was incurred under Civil Society/NGOs (Sub-wing of Pakistan *Bait-ul-Mal*).

### **Other Initiatives**

**(a) *Post Earthquake Emergency Cash Transfer in District Chitral***

Chitral the largest district of KPK, had been badly affected by natural disasters i.e. flood and earthquake in November, 2015. PBM, with financial collaboration of UNICEF, decided to help these victims. An immediate cash stipend of Rs.3,600/- per family was disbursed among 14,262 beneficiaries in the months of Feb-Mar, 2016. The selection of beneficiaries was done through Proxy Mean Testing (PMT) based BISP Scorecard.

**(b) *Automation System***

PBM has launched an Automation System to digitally create, collect, store, manipulate, and relay office information needed for accomplishing basic as well as wide range of tasks aimed at:

1. Paperless Environment
2. Payment to CSP beneficiaries through Biometric System
3. Bio-Metric Attendance system in;
  - Women Empowerment Centres (WECs)
  - Pakistan Sweet Homes (PSH)
  - PBM Schools
  - PBM Employees including Head Office, Provincial/ Regional Offices

**(c) *Facilitation Centre***

Facilitation Centre has mandate for the provision of:

- i. First come first served facilitation
- ii. Easy access for general public
- iii. Effective, efficient, prompt and hassle free service delivery
- iv. Greater accountability and transparency
- v. Extending access to un-served groups

- vi. Simplifying transaction procedures
- vii. Increased public satisfaction index

**(d) *Helpline***

To respond to queries as well as to resolve the various issues of the general public, beneficiaries and applicants just by a phone call, PBM Helpline Centre has been introduced.

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## **CENTRAL POOL OF CARS**

In pursuance of Schedule-II of Rule 3(3) of the Rules of Business and Rule 28 of the Rules for the Use of Staff Cars 1980, the Cabinet Division maintains a Central Pool of Cars consisting of vehicles of different categories.

Subject to availability, staff cars, are provided from the Central Pool to the following:

- a. Ministries/Divisions for the use of State guests, members of foreign delegations & VIPs visiting Pakistan.
- b. Federal Ministers, Ministers of State, Advisors and any other dignitary or office holder when their staff cars are temporarily off-road for repairs for a period not exceeding fifteen days.
- c. The Provincial Governors, the Chief Ministers, Provincial Ministers and other officers of similar rank and status visiting Islamabad.
- d. Officers of Grade 18 and above of the Federal Government and Provincial Governments while on tour to Rawalpindi / Islamabad.

In addition, the CPC has been mandated to administer staff car rules, Transport Monetization Policy, prepare/process summaries for Prime Minister for provision of protected/non-protected vehicles to different dignitaries. It also includes dealing with all matters concerning staff cars of the Federal Government.

### **Activities during 2016-17**

The CPC carried out the following activities during the year:

- a. Prepared/processed various summaries on provision of protected vehicles to various dignitaries for approval of the Prime Minister.
- b. Arranged meetings of the Steering Committee to implement the Transport Monetization Policy.

- c. Arranged meetings of the Vehicles Authorization Committee to fix/revise the authorization of Ministries/Divisions and Departments.
- d. Entertained more than 1400 requests for protocol duties and foreign delegations.
- e. An amount of Rs.19,000,000/- was incurred on repair/maintenance of the vehicles of the CPC during 2016-17.
- f. An amount of Rs.100,500,000/- was incurred on fuel of the pool vehicles during 2016-17.
- g. Auction of 70 old vintage condemned vehicles during 2016-17.
- h. Purchase of new vehicles for Federal Ministries/MOS/SAPMs.
- i. Responded to various queries of the Ministries/ Divisions and Departments, regarding staff car rules, condemnation of vehicles and monetization policy.
- j. Dealt with the litigation cases filed by officers of different organizations in courts regarding monetization of vehicles/grant of monetizational allowance.

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## **NATIONAL ARCHIVES OF PAKISTAN**

Archives are non-current records having permanent historical value which can be in the form of books, papers, maps, photographs or other documentary material, regardless of physical form or characteristics, made or received by a public or private institution in pursuance of its legal obligation.

The National Archives of Pakistan (NAP) was established in December 1973 as an attached department of the Ministry of Education after bifurcation of the Directorate of Archives and Libraries, which was working as a sub-office of the Ministry of Education at Karachi since 1951. The administrative control of the NAP was transferred to the Ministry of Culture, Sports and Tourism in 1978. On 9<sup>th</sup> January, 1997 NAP was attached to the Cabinet Division. The National Archives of Pakistan has preserved the record of Ministries/Divisions/Attached Departments, private collections, newspapers & periodicals, media reports and Government publications. The most significant private collections are Quaid-i-Azam Muhammad Ali Jinnah, Mohtarma Fatima Jinnah and All India Muslim League record under the name of Archives of Freedom Movement. NAP provides reference services to Ministries, scholars, historians, students of Ph.D./M.Phil from within the country and abroad. NAP has also preserved a huge collection of newspapers and periodicals which dates back to 1848.

The National Archives of Pakistan holds exhibitions on National Days and days of special events.

### **Functions**

NAP performs its functions according to National Archives Act 1993 which are as follows:

- a. To ensure conservation, and where necessary, restoration, of all public record and other archival material.
- b. To make use of all types of reprographic techniques for reproduction where necessary.

- c. To describe and arrange all public record and other archival material acquired by the National Archives of Pakistan.
- d. To provide facilities for research and reference.
- e. Subject to the terms and conditions on which they are acquired, to reproduce or publish any public record and other archival material.
- f. To examine any record in the custody of a public office and to advise such office with regard to the care and custody of such record.
- g. To accept and preserve record which is transferred to the National Archives of Pakistan.
- h. At the request of any administrative head of public office, to return to that office for such period as may be agreed upon between the Director General and the administrative head concerned, the public record transferred from that office to the National Archives of Pakistan.
- i. To acquire by purchase in accordance with the delegated financial authority, donation, request or otherwise any document, book or other material which is, or is likely to be, of enduring national or historical value.
- j. To perform such other functions as are necessary for the purpose of the said management and control and as may be assigned by the Federal Government.

## **Achievements during 2016-17**

### **Annual SWARBICA Executive Board Meeting and Workshop on Digital Record Management**

The National Archives of Sri Lanka organized a SWARBICA meeting for the year 2017, alongwith a workshop on Digital Record Management and the establishment of Digital Archives from 21<sup>st</sup> to 24<sup>th</sup> June, 2017 at Colombo, Sri Lanka. The meeting was held under the chairperson Dr. Saroja Wettasinghe, Director, National

Archives of Sri Lanka and President of SWARBICA. The delegation of Pakistan included Mr. Waqar Ali Khetran, Director General and Mr. Irshad Ahmed, Deputy Director, National Archives of Pakistan, who participated in the said meeting and workshop. The Director General, National Archives of Pakistan briefed about the functions, activities, and role of NAP. He also informed that the National Archives of Pakistan is executing a three years PSDP Project titled “Digitization of Archival Holding of the National Archives of Pakistan”.

### **Notable Visits to the National Archives of Pakistan**

- a. Ambassador of Republic of Tajikistan alongwith a two member delegation visited the National Archives of Pakistan on 16<sup>th</sup> February, 2017. Deputy Director, National Archives of Pakistan gave them a briefing on the functions of the National Archives of Pakistan.
- b. Ms. Marcy Carrel, Information Resource Officer, Public Affairs, Department of State, Mr. Zakir Husain and Ms. Pamela Woward-Reguindin, Field Director, from Library of Congress Office, Islamabad visited the National Archives of Pakistan on 12<sup>th</sup> May, 2016. Deputy Director, National Archives of Pakistan gave them a briefing about the activities and roles of National Archives of Pakistan.

### **Curriculum Revision Committee Meeting**

The Higher Education Commission, H-9, Islamabad arranged a meeting regarding the National Curriculum Revision in the discipline of History from 24<sup>th</sup> to 26<sup>th</sup> April 2017 at Higher Education Commission, Regional Centre, Peshawar. The objective of the meeting was to finalize the preliminary draft curriculum of History in accordance with the indigenous needs and international standards. Mian Azam Jan, Archivist, National Archives of Pakistan attended the said meeting.

## **Review Committee Meeting**

The Review Committee Meeting was held on 06<sup>th</sup> February 2017 in the office of Director General, National Archives of Pakistan, Islamabad to examine and evaluate the destroyable Application Forms Hajj-2011 of Ministry of Religious Affairs & Inter-Faith Harmony. The meeting was chaired by Director General, National Archives of Pakistan.

## **Training**

Mr. Zahir Gul, Deputy Director, National Archives of Pakistan was nominated by the Establishment Division as a participant for the 22<sup>nd</sup> MID Career Management Course held from 22<sup>nd</sup> August to 25<sup>th</sup> November, 2016 at National Institute of Management, Peshawar. He completed the said course.

## **Lecture**

The Intelligence Bureau Academy, Islamabad arranged a lecture on "*Preservation of Record, Weeding & Destruction*" on 09<sup>th</sup> March, 2017. Archivist, National Archives of Pakistan delivered a lecture to various trainees of the Intelligence Bureau Academy, Islamabad.

## **Destruction of "D" Category Record**

Ministry of Religious Affairs and Interfaith Harmony category "D" record (*Hajj* application forms) for the Year 2011 was destroyed as suggested by the Review Committee.

## **Celebration of Independence Day**

In connection with the celebration of Independence Day of Pakistan the National Archives of Pakistan mounted an exhibition of rare photographs and historical documents on the request of and in collaboration with the National Institute of Special Education, Islamabad w.e.f. 17<sup>th</sup> to 19<sup>th</sup> August, 2016 in the premises of the said department. The students of colleges, schools and general public took keen interest in pictorial history of Pakistan and archival collections.

### **Celebration of Defence Day**

The National Archives of Pakistan celebrated Defence Day on 6<sup>th</sup> September, 2016. The NAP mounted an exhibition of rare photographs and documents in the premises of the Pak-Turk School. The students of schools took keen interest in pictorial history of Pakistan and archival collections.

### **Celebration of Quaid's Birthday**

In connection with the celebration of Quaid's Day the National Archives of Pakistan arranged an exhibition of rare photographs and historical documents on Quaid-i-Azam Muhammad Ali Jinnah w.e.f. 22<sup>nd</sup> to 23<sup>rd</sup> December, 2016 in the premises of Islamabad Model School for Girls, Sector F-6/1, Islamabad. The Chief Guest appreciated the efforts of National Archives of Pakistan. The students of various schools took keen interest in pictorial history of Pakistan and archival collections.

### **Celebration of International Archives Day**

The International Council on Archives (ICA) has declared 9<sup>th</sup> June as the International Archives Day. All member countries of ICA celebrate the Day to create awareness among public about the importance of record and archives. They also create awareness about the advantages of record management for good governance and development.

The National Archives of Pakistan celebrates International Archives Day every year on 9<sup>th</sup> June. In this connection the National Archives of Pakistan organized a quiz competition for the students of various schools and colleges of Rawalpindi/Islamabad on 24<sup>th</sup> May, 2017. An exhibition of rare photographs and historical documents was also held in the premises of NAP.

Students of 9 schools of Rawalpindi and Islamabad participated in the competition. They took keen interest in history of Pakistan and archival collections. Fauji Foundation College for Boys, Rawalpindi won the competition, The PAEC Model School, Nilore, Islamabad stood second and City Public School, Rawalpindi got third position. Director General, NAP distributed the shields

among the winning teams and individual prizes among the participants.

### **NAP Visits to Other Organizations**

According to National Archives Act, 1993 clause No. 7 “Public records not to be destroyed or disposed of without the authority of the Director General”. From time to time, the National Archives of Pakistan reviews “D” category public record. In this regard an expert team of record management of the National Archives of Pakistan visited various departments. The team of NAP briefed them about the record review procedure and provided guidance for preparation of lists of “D” category record. The following organizations were visited by NAP team:

- Supreme Court of Pakistan
- National Accountability Bureau (Rawalpindi Office), Islamabad
- National Accountability Bureau Headquarters, Islamabad
- National Police Bureau, Islamabad.

### **Exhibitions**

The National Archives of Pakistan holds photographic exhibitions for depicting importance of the historical events of the Pakistan Movement. In this connection, the following exhibitions for awareness of people, particularly young generation, were held by the NAP:

- i. National Institute of Special Education, Islamabad.
- ii. Pak-Turk School, Islamabad.
- iii. Islamabad Model School for Girls, Sector F-6/1, Islamabad.
- iv. NAP also arranged a photographic exhibition relating to International Archives Day on 24 May, 2017 in the premises NAP, Islamabad. Scholars, historians, researchers, students and general public visited the exhibition.

## **Development Projects**

### **PSDP**

The National Archives of Pakistan is executing a three years PSDP Project titled “Digitization of Archival Holding of the National Archives of Pakistan” at a total cost of Rs. 39.357 million. Twenty six (26) qualified personnel have been recruited to take up digitization of documents of historical significance. The brief objectives of the project are:

- i) To save the original documents from wear and tear during consultation process.
- ii) To extend time and cost-effective research facilities to historians/researchers.
- iii) To improve human resource in the National Archives of Pakistan.
- iv) To acquire and use modern equipment for the Archives.

The Project was initiated in December, 2015. So far more than 800,000 pages of various collections have been digitized.

### **Acquaintance Visits to NAP**

Prominent personalities, historians, researchers and visitors from various institutions, including the following, visited the National Archives of Pakistan and appreciated its role for preservation of national heritage:

- A team of *Dabistan-e-Iqbal* from 19 Wing Panjnad Rangers, Islamabad visited the Archives.
- A delegation of National Youth Assembly, Islamabad also visited NAP.
- A group of trainee officers/officials alongwith faculty members of Intelligence Bureau Academy, Islamabad visited National Archives of Pakistan.
- Students from Beacon House, Newlands, Islamabad also visited the Archives.
- Scholars and Students of M. Phil, Iqbal Studies from Allama Iqbal Open University, Islamabad visited NAP.

## Acquisition of Record

The National Archives of Pakistan has preserved “Private Collections, Newspapers and Periodicals, Media Reports Record and Government Publications” of the Ministries/Divisions/Attached Departments/Organizations. The following record was acquired during the financial Year 2016-17:

S. No	Record	Volume
i.	Current newspaper and periodicals	3742 issues
ii.	PTV record	918 vols.
iii.	National Assembly debates	20 vols.
iv.	Year Books of Federal Ministries/Divisions	21 vols.
v.	Miscellaneous Government publications	10 vols.
vi.	Various subject books for library	89 books

## Donation

Nine (9) books on various topics were donated by Mr. Jafar Ali, Ex-Assistant Director (Archives), National Archives of Pakistan for the Archives Library.

## Accessioning

The National Archives of Pakistan accessioned the following archival material:

S. No.	Archival Material	Volume
i.	Current newspaper and periodicals	3742 issues
ii.	Year Book of Federal Ministries/Divisions	432 vols.
iii.	Private collections	1036 books
iv.	Muslim League record	679 books
v.	Library books	98 books

## Arrangement/Stocktaking

The NAP carried out arrangements and stocktaking of the following archival record:

S. No.	Archival Material	Volume
i.	Sorting of Muslim League record	1067 books

<b>S. No.</b>	<b>Archival Material</b>	<b>Volume</b>
ii.	Arrangement of Radio Pakistan record	793 vols.
iii.	Arrangement of filespress clippings	9624 files
iv.	Arrangement of PTV record	3998 vols.
v.	Arrangement of current newspapers and periodicals	3843 issues
vi.	Arrangement of Government publications	601 vols.
vii.	Arrangement of library books according to classification	1100 books
viii.	Arrangement of private collections	152 books
ix.	Stocking of <i>Wafaqi Mohtasib</i> Secretariat "A" category record	550 files
x.	Stocking of Prime Minister's Secretariat "A" category record	316 files
xi.	Stocking of Ministry of Education "A" category record	576 files
xii.	Stocking of Ministry of Interior "A" category record	544 files
xiii.	Stocking of Ministry of Water & Power "A" category record	273 files
xiv.	Stocking of library books	1520 books
xv.	Checking of "D" category record of Model Customs Collectorate, Peshawar for review purpose	89175 files
xvi.	Checking of "D" category record of President's Secretariat (Personal), Islamabad for review purpose	844 files
xvii.	Checking of "D" category record of Board of Investment, Prime Minister's Office for review purpose	6135

## Listing

Scholars, historian, students of Ph.D./M.Phil from within the country and abroad consulted the available archival material to complete their research. In order to provide reference services NAP is preparing computerized lists and catalogues. The following work in respect of sorting and listing has been carried out:

<b>S. No.</b>	<b>Archival Material</b>	<b>Volume</b>
i.	Press clipping files	6598 files
ii.	Library books entered in LIMS software	1760 books
iii.	Muslim League record	14 books

S. No.	Archival Material	Volume
iv.	Preparation of Computer catalogue of Government Publications	820 vols.
v.	Guidance provided to the Board of Investment for preparation of list for weeding out the record	1904 files

### Boxing/Labeling

The following record was boxed and labeled during the period:

S. No.	Archival Material	Volume
i.	Labeling of PTV record	3543 vols.
ii.	Labeling of Year Books of Federal Ministries/Divisions	165 vols.
iii.	Labeling of National Assembly debates	57 vols.

### Fumigation

The following record was fumigated during the period:

S. No.	Archival Material	Volume
i.	Library books	1322 books
ii.	Newspapers and periodicals	75 issues

### Digitization

The National Archives of Pakistan is also preserving its record in digital format. In this regard the NAP carried out the following work:

S. No.	Archival Material	Number
i.	Manuscripts	725 Manuscripts
ii.	Magazines	76 issues
iii.	Press clipping files	2521 files
iv.	Photographs from "Morning News" of various countries' delegations, Prime Minister's, Federal Ministers, and Chief Ministers	14154 Photographs
v.	<i>Mufti Fazal-e-Azeem</i> collection	50316 pages

S. No.	Archival Material	Number
vi.	Various private collections	455 books
vii.	Monthly " <i>Maarif</i> "	21 issues
viii.	Monthly " <i>Sidq-e-Tajdeed</i> "	129 issues
ix.	Monthly " <i>Manshoor</i> "	27 issues
x.	The " <i>Nairang-e-Khyal</i> "	7 issues
xi.	The " <i>Talu-e-Islam</i> "	30 issues
xii.	Monthly " <i>Siyyara</i> "	16 issues
xiii.	Monthly " <i>Fikr-o-Nazar</i> "	26 issues
xiv.	Monthly " <i>Burhan</i> "	25 issues
xv.	Monthly " <i>AdabiDunya</i> "	25 issues
xvi.	The Weekly " <i>Takbeer</i> "	114 issues
xvii.	The Weekly " <i>Akhbar-e-Jahan</i> "	187 issues
xviii.	The daily " <i>Jang</i> "Karachi`	8 issues
xix.	Digitization of Microfilm Rolls	19232 pages
xx.	Digitization of audio and video cassettes "conservation of VHS cassettes films to DVD"	225 cassettes
xxi.	The daily "Pakistan Times" for the period January - December, 1987 to 1990	
xxii.	The Weekly " <i>Makhzan</i> "Delhi, for the period 1908-1914	
xxiii.	The Weekly " <i>Makhzan</i> "Lahore, for the period Sep,1914 - Sep,1915, Aug & Nov, 1929, March & Nov 1930, Feb-April, June & Aug, 1949, Jan-Dec,1950	
xxiv.	The Monthly " <i>Tehzeeb-ul-Akhlaq</i> "Aligarh, for the period 1873, 1879 to 1881, 1896, April & July, 1985	
xxv.	The Monthly " <i>Al-Meezan</i> " Bombay, for the period April, 1976	
xxvi.	" <i>Naqoosh Rasul</i> "for the period November, 1982 to 1985	
xxvii.	" <i>Free Mason</i> "Repository, for the period 1897 & 1898	
xxviii.	The Monthly " <i>Al-Hilal</i> "Egypt, for the period 1898, July & Oct, 1903	
xxix.	The Monthly " <i>Al-Hilal</i> "Delhi, for the period March & December, 1923	
xxx.	The Monthly " <i>Saqt</i> "Karachi, for the period 1948 to 1970	
xxxi.	The Monthly " <i>Tarjuman-ul-Quran</i> "Lahore, for the period 1938 to 1947	

## Indexing

S. No.	Digitization	Lens
i.	Digitization and indexing of <i>Mufti Fazal-e-Azeem</i> Collection	40 MSS

## Downloading

The National Archives of Pakistan (NAP) has downloaded current newspapers from the internet. In order to facilitate researchers for research and reference the following work was done during the period:

S. No.	Newspapers
i.	The daily " <i>Nawa-i-Waqt</i> ", Oct to Nov 2016 & Jan to April, 2017
ii.	The daily " <i>Jang</i> " Oct to Nov, 2016 & Jan to May, 2017

## Microfilm Negatives

Microfilm negatives of daily "*Jang*" have been made for preservation in the NAP as a second format of preservation.

S. No.	Material	No. of pages
i.	Microfilm negatives of daily " <i>Jang</i> "	9332 pages

## Inspection of Old Microfilm Rolls and Audio & Video Cassettes

The NAP also preserved record in the microfilm format. These microfilm rolls are kept in corrugated boxes in steel cabinets. In order to protect the record from humidity, the following archival material was inspected during the period:

S. No.	Material Inspected	Work done
i.	Microfilm rolls(Negative)	2031 rolls
ii.	Microfilm rolls(Positive)	266 rolls
iii.	Audio cassettes	10 cassettes
iv.	Video cassettes	10 cassettes

## Reprographic Services

In order to facilitate research scholars the following copies were prepared:

S. No.	Work Assigned	Work done
i.	Photostat copies	3690 copies
ii.	Soft copies	17007 copies

## Conservation & Binding

The Repair and Preservation Section of the NAPrestored the damaged documents. The following work was carried out during the period:

S. No.	Work Assigned	Work done
i.	De-acidification of documents	1577 docs
ii.	Traditional wet repair of documents	615 docs
iii.	Lamination of documents	1011 docs
iv.	Trimming of restored documents	1844 docs
v.	Dry repair of documents	254 docs
vi.	Guarding of documents of Quaid-i-Azam Papers	1657 docs
vii.	Full cloth binding of Quaid-i-Azam Papers	44 folders
viii.	Simple binding	437 books

## Research & Reference Services provided to Scholars

The National Archives of Pakistan provides reference services to scholars/researchers/students. In this regard 87 new scholars were awarded membership tickets while 256 scholars from various walks of life visited the National Archives of Pakistan and consulted the archival material during the financial year 2016-17.

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## NATIONAL COLLEGE OF ARTS

The National College of Arts is the premier educational institution of arts, design and architecture in Pakistan, providing training and research in accordance with internationally recognized standards in painting, print-making, sculpture, miniature painting, ceramics design, textile design, visual communication design, product design, musicology, architecture, interior design, art history, communication and Cultural Studies, and Cultural Heritage Conservation and Management.

Building on its foundations laid in 1875, and in line with its charter as a national centre of excellence, it enrolls students from all provinces and regions of Pakistan, (including Federally Administered Tribal Areas (FATA), Gilgit-Baltistan, the State of Azad Jammu & Kashmir and Foreign Students) promoting national integration and fusion of rich and diverse cultural traditions. Together with overseas students and visiting teachers from abroad, it offers a unique learning environment and greater opportunities for cultural and social understanding. NCA has been the cradle for nurturing creativity and innovation and remains at the cutting edge of professionalism, breaking new grounds and exploring further avenues in the search for academic excellence.

Responding to the need of industry in particular and society in general, the College has, over the past fifty years, diversified and expanded, adding newly emerging arts to the well-established programmes offered by the College and instituting departments and programmes in areas of research and practice that focus on the heritage and culture of our region.

Foreign language diploma courses have been initiated for NCA students in order to make them multilingual. French and Persian language courses have also been initiated for NCA students and faculty.

A *Chai Khanna* has been established for alumni while an Art shop has been added to the *Zahoor-ul- Akhlaq* Gallery at NCA. A new girls hostel has also been constructed to facilitate the growing number of female students studying at the institution.

To facilitate and also to ensure the well-being and safety of everyone, a centralized admission office, students' coordinator

office and state of the art biometric system has been introduced at NCA. A New Design Centre has been established while a New Mac Lab for Non-Linear Editing has been added to the Department of Film and Television. In order to conserve energy and as part of its "Going Green" strategy, the college has installed solar panels. A new water filtration plant has also been added. Internal restoration has also taken place on campus.

After a very long time a Degree-awarding convocation was held at NCA. Alumni dinners are also becoming a regular feature of NCA traditions. There is a great focus to promote cultural activity and artistic endeavors, therefore monthly Cultural Nights for alumni and NCA students as well as foreign film festivals that include French and Irani films have been organized to promote creative activity at NCA. Other measures include holding an Annual Sports Festival, Solo and Group exhibitions by artists at the *Zahoor-ul- Akhlaq* Gallery throughout the year and provision of gallery space for the permanent gallery collection of NCA publication. Lecture and workshops have been held regularly at NCA where eminent guest speakers were invited to speak and enrich students as well as faculty with their knowledge. The publication of the Quarterly NCA Newsletter is an effort to provide information on the events and activities that regularly take place on Campus. Students' writing corner has also been introduced in the Newsletter to publish their view and connect them to the world.

NCA has launched a new Undergraduate Programme in Cultural Studies as well as the Community Outreach Programme whereby the youth have been encouraged to demonstrate their creative ability by enrolling in art classes conducted by faculty members of NCA. As part of the Public Outreach Programme, NCA has also introduced Drama and Theatre performances in schools run by *Auqaf* to increase public involvement in art.

Admission tests and interviews were held in Lahore, Rawalpindi, Peshawar, Quetta and Karachi against seats reserved for candidates of all provinces and areas of Pakistan including Gilgit-Baltistan, AJK and Federally Administered Tribal Areas, as per schedule. Other curricular/extra-curricular and administrative activities for the financial year 2016-17 were carried out as per schedule and time table. The Promotion results for all classes of

the College for academic session 2016-17 were announced which showed excellent performance by students. The final year thesis projects of graduating students of all the departments were examined by external jurors who were highly qualified experts and professionals in the field.

The Promotion results for all classes of the College for academic session 2016 were announced with the following pass percentages.

1<sup>st</sup> Year: 99.54 %,  
2<sup>nd</sup> Year: 94.79 %,  
3<sup>rd</sup> Year: 95.62%,  
4<sup>th</sup> Year Architecture: 92.45 %

The pass percentage thesis result of the graduating classes of Academic year 2016 was as follows:

Department of Fine Arts: 100% with 11 Distinctions and 12 honours

Department of Architecture: 100% with 20 Distinctions and 12 honours

Department of Visual Communication Design: 100% with 05 Distinctions and 08 honours

Department of Textile Design: 100% with 03 Distinctions and 04 honours

Department of Ceramic Design: 100%

Department of Product Design: 100% with 03 honours

Department of Film & Television: 100% with 11 Distinctions and 05 honours

Department of Musicology: 100% with 01 Distinction

The new admissions to 1<sup>st</sup>Year Foundation Course were carried out smoothly as per schedule during August-September 2016 against reserved seats of different provinces/areas of the country. A total of 241 students were enrolled for first year, and classes for the first year Foundation Course commenced w.e.f. February, 2017. A total of 95 students have been enrolled in Master Programmes in the Departments of Interior design, Multimedia Arts, Visual Arts and Cultural Studies.

The teaching activities in all departments were held as per schedule. Workshops and seminars were held by different

departments for the students. The Faculty members of different Departments held exhibitions of their work at renowned arts galleries in the country and abroad. An archive has been set up in the department of Fine Arts for the benefit of the students and faculty.

A large number of faculty members have been inducted against the vacant positions and they have reported for duty. The College expects that with this induction the quality of teaching will improve manifold. Moreover Quality Enhancement Cell (QEC) of the College alongwith staff has been placed on permanent footings which will help ensure the standards of teaching at the College at the international level.

The Department of Film and Television and Department of Architecture paired up with University of Texas and Boston Architectural College. The Department of Film and Television and Department of Architecture were selected for pairing with University of Texas, Austin and Boston Architectural College respectively. Students of Department of Film and Television participated in various Film Festivals held in the country and abroad. Famous film directors and actors visited the Department of Film and Television during the year 2016-17. The number of awards won by students at different film festivals has also increased.

The Department of Visual Communication Design started short/diploma and evening courses in Photography which have been well received. A number of workshops were also held in the Department. Study tours are an integral part of the course of study at NCA. Study tours for students were carried out to different areas of the country by various teaching departments of the College.

The library of National College of Arts houses the biggest collection of books on visual arts in the country. The number of books and periodicals at present is above 36000. The NCA Library subscribes to a large number of national and international journals.

Beside regular exhibitions at the *Zahoor-ul-Akhlaq* Gallery, NCA, a large number of events were held under the auspices of the gallery which included art exhibitions of national and international painters.

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## **PRINTING CORPORATION OF PAKISTAN**

The Printing Corporation of Pakistan (PCP) is a Company registered under Companies Ordinance, 1984 now Companies Act, 2017. The PCP has three Printing Presses located at Islamabad, Lahore and Karachi with its Headquarters at Islamabad. The PCP is under the administrative control of the Cabinet Division and its affairs are controlled by a Board of Directors comprising eight members from various Government entities. The Managing Director, PCP is the Chief Executive of the Corporation whereas Secretary, Cabinet Division is the Chairman and Additional Secretary, Cabinet Division is Vice Chairman of the Corporation.

The main functions of PCP are as under:

- i) It is the Principal Printer to the Government of Pakistan and undertakes the maximum printing work of the Government of Pakistan/Autonomous Bodies.
- ii) A role to keep a check on the printing rates of the private printers in relation to Government printing has also been envisaged for the PCP.

In spite of transformation into a Corporation, the PCP retained its essential character of a service organization of the Federal Government.

PCP undertakes all important printing jobs of the Federal Government, its Ministries/Divisions/Departments and Autonomous and Semi-Autonomous Bodies etc. The printing work carried out by PCP is classified as under:

- i. Extraordinary and Weekly Gazette of Pakistan.
- ii. Annual Budget Publications of Ministry of Finance.
- iii. Senate/National Assembly proceedings including questions and their replies, debates.
- iv. Confidential/Secret and classified jobs.
- v. Summaries for the Cabinet.
- vi. Printing work of the Election Commission of Pakistan viz. ballot papers, election forms, election manuals and other election-related material. This occasional work is undertaken for printing when general elections, local government elections and referendum are to be held.

- vii. Telephone Directories of PTCL whenever offered.
- viii. Census Forms & Publications.
- ix. Challan Books of NI-I & Mp
- x. Work awarded by the Department of Stationery & Forms.
- xi. Official Stationery, i.e. registers, pads, letterheads, envelopes, file covers and invitation cards etc.
- xii. General Publications.

### **Achievements during 2016-17**

During the year 2016-17, PCP completed 8816 jobs worth Rs.348.042 million (including sales tax) of various Ministries/Divisions and their attached Departments/allied organizations. Major clients of the PCP were as follows:

- i. President's Secretariat
- ii. Prime Minister's Secretariat
- iii. Election Commission of Pakistan
- iv. Election Commission, AJK
- v. Election Commission, Gilgit/Baltistan
- vi. Central Directorate of National Savings
- vii. National Highways and Motorway Police
- viii. Department of Stationery & Forms
- ix. Senate of Pakistan
- x. National Assembly
- xi. Ministry of Finance
- xii. Ministry of Interior
- xiii. Cabinet Division
- xiv. Ministry of Health

Sales tax of Rs.37.381 million was generated by PCP and deposited into Government treasury during the year 2016-17. The gross sale of PCP amounts to Rs.348.042 million (including sales tax), which is 56.48% (without GST) of the annual sales target of Rs.550.000 million.

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## DEPARTMENT OF STATIONERY AND FORMS

The Department of Stationery and Forms, Karachi, an attached Department of the Cabinet Division, is a service Department as defined under Article 59-A of the Accounts Code Volume-I. The functions of this Department are:

- i. Printing, stocking and supply of Civil Standard Forms in 47 series (about 3000 varieties) like file covers, service books, draft pads, peon books, pension paper, diary registers, PER/ACRforms etc., free of cost to all Federal Government Ministries/ Divisions/Departments/Offices etc. throughout the country as well as Pakistan Missions/Embassies abroad.
- ii. Sale and distribution of Gazettes (Weekly and Extraordinary).

The performance of the Department of Stationery & Forms, during the year 2016-2017 is as under:

a) Revenue Receipt	Rs.859,879/-
b) Indents received	190
c) Indents disposed off	190
d) Forms supplied	438,292/-
e) Forms received from PCP	676,460/-
f) Number of Print Orders placed on PCP, Karachi, Lahore, & Islamabad	33
g) Number of Gazettes sold	50,000/-

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## **NATIONAL TELECOMMUNICATIONS & INFORMATION TECHNOLOGY SECURITY BOARD**

The Cabinet Division is mandated to safeguard communications and information technology security interests at the national level. This function is performed through the National Telecommunications and Information Technology Security Board (NTISB). The Board has representation from all major stakeholders in the field of telecommunications and information technology/cyber user organizations in the country and is headed by the Cabinet Secretary. The secretariat functions of the Board are performed by a team of officers under Secretary, NTISB.

### **Activities during 2016-17**

#### **Advisories**

Advised the Federal Government Ministries/Divisions/ Affiliated Departments/Organizations and Provincial Government bodies on matters of “National Security” concerns and matters concerning employment and usage of “Information and Telecommunication Technology” (ICT) related services in public and private sectors of the country. Also rendered guidelines to various Federal Government Ministries/Bodies through physical inspections of ICT facilities and systems.

#### **Supervision/ Implementation of Policies**

Ensured supervision and contribution towards regular assessment of the implementation and effectiveness of the policies and directives issued/owned by the government to regulate and govern security aspects of ICT services utilized by the Federal Government bodies. In the process it identified weak/critical areas to the organizations concerned for taking remedial measures against any possible security breach/compromise.

#### **Meetings/Conferences**

Represented the Cabinet Division in Inter-Ministerial Committees on matters of national significance for Evaluation of Offensive Websites, Security of Diplomatic Communications, National Cyber Policy and National IT Security Policy.

### Inspection of Communication Security Centres

Conducted inspections of 180 Crypto/Communication SecurityCenters (CSCs) of various Controlling Authorities (Government Departments and Defense Services Organizations) and rendered expert advice to improve information and communication security accordingly. Details of inspected CSCs are as follows:

1)	Provincial Government	-	31
2)	Pakistan Army& CAF	-	81
3)	Pakistan Air Force	-	10
4)	Pak Navy	-	13
5)	Misc(IB, Met, Railway)	-	30
6)	Ministry of Foreign Affairs	-	15
	<b>Total</b>	-	<b>180</b>

### Evaluation of Communication Security Devices

The evaluation process of “Communications Security Equipment (COMSEC) and Encryption Devices” of various organizations including government/attached departments/defence services organizations was completed to ensure national communication security. Following cases of evaluation and certification of encryption/communication security devices of various organizations have been evaluated or areunder evaluation at NTISB:

S. No.	Organization	Evaluated	Under Evaluation
1.	General Headquarters	-	08
2.	Pakistan Air Force	02	06
3.	Ministry of Foreign Affairs	02	02
4.	Naval Headquarters	01	04
5.	Pak Coast Guard	-	01
6.	Digital Combat Simulator	03	-
7.	PakistanTelecommunication Authority	07	02
	<b>Total</b>	<b>15</b>	<b>23</b>

## **IT Security Audit**

Conducted IT Security Audit linked with expansion of ICT Services in the country as per "Federal Government Email and Internet Policy". In pursuance of this policy, IT Security Audit of 11 Ministries/Organizations has been completed during the year 2016-17. Besides observance of various anomalies against likely vulnerabilities highlighted during such inspections/audits, necessary guidelines have also been intimated to all such government institutes/associates to protect the vital government data/business resources.

## **Training in Crypto-Handling Procedures**

Promoted education and imparted training through DCS on matters of cryptology, information security and cryptographic algorithm development in the country.

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## **REGULATORY AUTHORITIES WING**

The Regulatory Authorities Wing deals with administrative matters of the following regulatory authorities/autonomous organizations:

### **Regulatory Authorities**

- i. National Electric Power Regulatory Authority (NEPRA)
- ii. Oil and Gas Regulatory Authority (OGRA)
- iii. Public Procurement Regulatory Authority (PPRA)
- iv. Pakistan Telecommunication Authority (PTA)

### **Autonomous Organizations**

- Frequency Allocation Board (FAB)

Telephone policy, including cellular phones and fax connections for Government functionaries.

Policy for use of Internet (offices and residences).

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## **NATIONAL ELECTRIC POWER REGULATORY AUTHORITY**

The National Electric Power Regulatory Authority (NEPRA) is responsible for regulating electric power services and safeguarding the interests of investors and consumers. NEPRA grants licenses for generation, transmission and distribution of electric power; determines tariff rates, and other terms and conditions for supply of electric power; prescribes and enforces performance standards; and addresses the complaints of the electricity consumers.

### **Activities during 2016-17**

The NEPRA, as a regulator, extends advice/recommendations to the concerned entities, including the Government, on various power sector issues.

The NEPRA ensures transparency through adoption of a participatory approach mainly through advertizing, soliciting comments and holding public hearings. Electricity complaints are handled promptly and Regional Offices have been established at all the provincial capitals in order to facilitate the electricity consumers for speedy redressal of grievances.

The NEPRA has taken landmark decisions to mitigate the power crisis in the country. Being cognizant of the energy shortfall and committed to the task of mitigating power crisis in the country, the Authority has determined and approved Upfront Tariff for various sources of electricity generation.

In order to encourage and facilitate power generation plants, the NEPRA has formulated necessary guidelines for wheeling of power, sale of renewable energy, net metering and tariff methodology. These measures would expedite the multi-year tariff regime.

### **LICENSES**

During 2016-2017, the Licensing Division was engaged in different activities including processing and granting of licenses for

different categories of Generation, Transmission and Distribution. Modification of the existing licenses was also carried out.

### **Disposal of Applications of Conventional Power Plants**

Generation Licenses, with a cumulative installed capacity of 7042 MW, were issued to nine conventional Independent Power Producers. The details are as under:

#### **Conventional Power Plants**

China Power Hub Generation Company (Private) Limited
National Power Parks Management Company (Private) Limited
National Power Parks Management Company (Private) Limited
Maple Leaf Power Limited
Thar Coal Block-I Power Generation
ThalNova Power Thar (Private) Limited
DATANG Pakistan Karachi Power Generation (Private) Limited
Kolachi Portgen (Private) Limited
Thar Energy Limited

### **Renewable Energy Projects**

Renewable energy projects, especially those relating to wind, solar and biomass, have been initiated under the Policy for Renewable Energy. During the period, 27 projects, with a cumulative capacity of 1110 MW, were granted Generation Licenses. Details are given below:

#### **Renewable Energy (Wind, Solar and Bagasse)**

Three Gorges Second Wind Farm Pakistan Limited (Formerly Wind Eagles Limited)
Three Gorges Third Wind Farm Pakistan Limited
Triconboston Consulting Corporation (Private) Limited
Triconboston Consulting Corporation (Private) Limited
Triconboston Consulting Corporation (Private) Limited
Chanar Energy Limited
Shahtaj Sugar Mills Limited
Norinco International Thatta Power (Private) Limited
Oursun Pakistan Limited
Western Energy (Private) Limited

Shams Power (Private) Limited
Din Energy Limited
Zulaikha Energy (Private) Limited
CACHO Wind Energy (Private) Limited
Hunza Power (Private)Limited
Artistic Wind Power (Private) Limited
ACT2 Wind (Private) Limited
Trans Atlantic Energy (Private) Limited
Bahawalpur Energy Limited
Ittefaq Power Limited
RYK Energy Limited
Kashmir Power (Private) Limited
Shaheen Renewable Energy-1 (Private) Limited
Mirpurkhas Energy Limited
Faran Power Limited
Indus Energy Limited
IRAN-PAK Wind Power (Private) Limited

### **Hydel Power**

Generation Licenses were issued to two plants with a cumulative installed capacity of 41.2 MW namely Trident Power JB (Private) Limited and Daral Khwar Hydro Power Project (PEDO).

### **License Applications Rejected**

Six applications, considered for the grant of Generation Licenses, were rejected due to non-compliance with the relevant regulations. These included Kandiah Hydropower (Private) Limited, Sitara Chemical Industries Limited, MATOL (Private) Limited, A.A. Spinning Mills (Private) Limited, Gul Ahmed Electric Limited and Benazirabad Solar Power (SMC-PVT) Limited

### **Distributed Generation/Net Metering Licenses**

After notification of the Net Metering Regulations in September 2015, a lot of consumers of Distribution Companies have started installation of distributed solar generation facilities. During the period under consideration a total of 106 Net Metering licenses were issued for an accumulative installed capacity of 3.323 MW. Nineteen applications/cases were closed due to non-submission of required information/documents.

## **Modification in Existing Licenses**

Modification in the already granted licenses were issued to 13 licensees for different reasons including addition of new BPCs; extension of term of license; change of location, fuel and technology etc; decommissioning and installation; change of hub height; supplying surplus Electric Power to K-Electric; enhancement of capacity; exclusion of units; enhancement of useful life; and carving out part of service territory for accommodating companies. The details are given below:

### **Modifications in Existing Licenses**

Chiniot Power Limited
Habibullah Coastal Power (Private) Limited
Zypher Power (Private) Limited
Sapphire Power Generation Limited
Sapphire Power Generation Limited (DL)
Deharki Sugar Mills
JDW Sugar Mills Limited
Triconboston-A
Triconboston-B
Triconboston-C
Hartford Alternative Energy (Private) Limited
Lotte Chemicals (Private) Limited
SAR Energy (Private) Limited

The request for modification by Siddiqsons Energy Limited for change of fuel, location and technology was rejected.

## **Revocation/Cancellation of Licenses**

Licenses of eight companies were cancelled/revoked on the request of licensees or due to consistent failure to comply with the terms and conditions of the granted licenses. These included Interger Private Limited, Pakistan Engineering Council, China Sunec Energy (Private) Limited, NBT Wind Power Pakistan-II (Private) Limited, NBT Wind Power Pakistan-III (Private) Limited, China Machinery Engineering Corporation Power (Private) Limited, Ghazi Power Limited and New Park Energy (Private) Limited.

## **Proceedings against Licensees**

Proceedings were initiated against several licensees regarding non-payment of Annual License Fees. Moreover, cases were also taken up regarding review petitions, transfer of licenses and transfer/transaction of shares. The details are as follows:

Radian Power Generation Company, (Private) Limited
New Park Energy Limited-Hydel Power Plant
Intergen (Private) Limited
Southern Electric Power Company Limited
CJ Hydro
CTGI
K-Electric Limited
K-Energy Limited
Metro Wind Power Company Limited
Gul Ahmed Wind Power Limited

## **Special Purpose Transmission License**

One application received from Pak Matiari Lahore Transmission Company (Private) Limited for the grant of Special Purpose Transmission License for 878 KM, 660 KV HVDC transmission line from Matiari, Sindh, to Lahore was admitted. This transmission line will help in the transmission of 4,000 MW of generated electricity from new coal power plants in southern parts of the country to the northern parts.

## **Registration of Market Operator**

In view of the importance of an independent Market Operator and the need to develop competitive power market, the Government of Pakistan decided to transfer the role of Market Operator from the Central Power Purchasing Agency (CPPA) of NTDC to the Central Power Purchasing Agency (Guarantee) Limited (CPPA-G) in 2015 under the business transfer agreement between NTDC and CPPA-G.

CPPA-G filed an application under Rule-3 of the National Electric Power Regulatory Authority (Market Operator Registration, Standards and Procedure) Rules, 2015 to register itself as a market operator. The application was admitted for processing.

### **Distribution License**

One distribution license was issued to the Defense Housing Authority Lahore Phase-X11.

### **DETERMINATION OF ELECTRICITY TARIFF**

The NEPRA determines electricity tariffs in accordance with the Tariff (Standards and Procedure) Rules, 1998. Predetermined tariffs, such as Upfront Tariffs, are also approved for various applicants subject to meeting the requisite requirements.

The Authority has announced Upfront Tariff for Coal, Hydro, Wind, Solar and Bagasse based Power Plants.

During the financial year 2016-17, determinations were finalized in accordance with the provisions of the NEPRA Tariff Rules, 1998. True up adjustments at the COD were issued as well as Decisions regarding Power Acquisition Requests (PAR). The cases of Review Motion filed by various companies were also finalized.

Notification regarding guidelines to lay down the methodology & process for determination of revenue requirement and Use of System Charges (UOSC) for Transmission Licensee was issued. Further, decisions were issued regarding induction of security cost for the China-Pakistan Economic Corridor Regional (CPEC) projects in the power tariff to ensure security sustainability, transfer/wheeling charges for the financial year 2015-16 and 2016-17, Tariff Petition filed by Sindh Transmission and Dispatch Company (Private) Limited (ST&DCPL) for the Determination of Tariff for 132 KV Transmission Line Project and Application for Unconditional Acceptance of ( $\pm$  660 KV) 4000 MW Matiari-Lahore Transmission Line Tariff by Pak Matiari Lahore Transmission Company.

During this period, adjustments were made on account of fuel price variation, indexation of CPI, exchange rate and tax payment, etc. Fuel charge adjustments were also made during the period.

## **Wind Power**

### **Upfront Tariff**

During the period under review, the Authority approved the Upfront Tariff application filed by Tricon Boston Consulting Corporation (Private) Limited-A having installed capacity of 49.6 MW. The Authority also issued decision in the matter of One-Time Adjustment of Base Amount of Debt Service for US\$ / PKR Parity of the Upfront Tariff of Tenaga Generasi Limited on January 10, 2017. Further, the decisions of upfront tariff of Master Wind Energy Limited and Zephyr Power (Private) Limited were modified to the extent of change in capacity of the projects.

### **Competitive Bidding Tariff**

Upon expiry of the deadline for acceptance of Upfront Tariff 2015 for wind power generation projects on June 13, 2016 the Authority initiated suo moto proceedings in exercise of its power under the NEPRA Act read with Rule 3(1) of the NEPRA (Tariff Standards and Procedures) Rules, 1998. After due process, the Determination of New Tariff for Wind Power Generation Projects was issued on January 27, 2017 wherein it was decided to shift towards competitive bidding regime for induction of Wind Generation into the grid system. The Energy Department, Government of Sindh filed review motion against the determination. The Authority carried out the proceedings as stipulated in the applicable laws and, after taking into consideration the comments/suggestions of stakeholders, decided to maintain its earlier decision.

## **Hydropower**

### **Upfront Tariff for Small Hydropower Generation Projects- Extension of Date of Acceptance**

The validity period for acceptance of the Upfront Tariff expired on March 27, 2017. Various stakeholders requested for extension of the last date for opting the Upfront tariff. Decision was

issued on April 10, 2017 to extend the period for acceptance of Upfront Tariff for small hydro power generation projects up to 25 MW installed capacity by 12 months. During the year, Trident Power JB (Private) Limited was granted Upfront Tariff.

### **Competitive Bidding of Hydropower Projects**

During the financial year, the NEPRA approved Request for Proposal (RFP) for hydropower projects to be constructed through competitive bidding.

### **Solar Power**

#### **Upfront Tariff**

During the period under review, the Authority approved the Upfront Tariff application filed by Oursun Pakistan Limited having installed capacity of 50 MW.

#### **Competitive Bidding Tariff**

Upon expiry of last Upfront Tariff for Solar PV power generation projects on June 30, 2016, the Authority initiated suo moto proceedings for the determination of new tariff for solar power projects in exercise of its powers under the NEPRA Act read with Rule 3(1) of the NEPRA (Tariff Standards and Procedures) Rules, 1998. Decision in the matter was issued on March 3, 2017 wherein it was decided to shift towards competitive bidding regime for the induction of solar generation into the power system.

Zhenfa Pakistan New Energy Company (Private) Limited and Zonergy Company Limited filed review motions against the competitive bidding determination under NEPRA Review Procedure Regulations, 2009. Hearing was held on June 6, 2017 at the NEPRA Tower, Islamabad which was attended by the petitioners and stakeholders.

### **Bagasse based Co-Generation Power Projects**

The validity of the Bagasse Upfront Tariff was to end on May 28, 2017; therefore, a new proposal was advertised on March 18, 2017 and hearing was convened on April 06, 2017 at the NEPRA Tower, Islamabad. The case is under process.

During the year, decisions in the matter of acceptance of Bagasse Upfront Tariff were issued for Bahawalpur Energy Limited, Chanar Energy Limited, Etihad Power Generation Limited, Hunza Power (Private) Limited, Indus Energy Limited, Ittefaq Power Limited, Kashmir Power (Private) Limited and Shahtaj Sugar Mills Limited.

### **Coal Power Projects**

The Upfront Tariff for Thar Coal was announced on July 27, 2017.

### **Port Qasim Jetty**

Decision of the Authority in the matter of request by Port Qasim Electric Power Company (Private) Limited (PQEPCPL) for Confirmation of the EPC Contract and the Management Consulting (Supervision) Services Contract for Coal Unloading Jetty Channel for Port Qasim Electric Power Company was issued on December 29, 2016.

### **CPGCL Review Decision**

Decision of the Authority regarding the Motion for Leave for Review filed by the Central Power Generation Company Limited (CPGCL) against the Tariff Determination dated April 26, 2016 for 747 MW Power Plant located at Guddu was issued on April 7, 2017.

### **Sitara Energy Power Acquisition Request**

Decision of the Authority in the matter of Power Acquisition Request of the Faisalabad Electric Supply Company Limited for Purchase of 25.5 MW RFO based Power from Sitara Energy Limited was issued on April 14, 2017.

### **C3 Interim Tariff**

Decision regarding grant of immediate application of the proposed tariff for Nuclear Power Plant of 340 MW (Gross) Unit 3 located at Chashma, District Mianwali Punjab was issued on June 9, 2017.

## **Indexations/Adjustments**

Pursuant to indexation mechanism stipulated in the decisions of the Authority in respect of each power generation company, the relevant tariff components are adjusted on quarterly/bi-annual/annual basis on account of US CPI, local CPI (General), exchange rate and KIBOR/LIBOR variation etc.

During the reporting period, the Authority issued approximately 40 indexation/adjustment decisions regarding wind and solar IPPs upon request.

Regarding bagasse based power projects, Chiniot Power Limited, JDW Sugar Mills Limited (Unit-II) Rahim Yar Khan, JDW Sugar Mills Limited (Unit-III) Ghotki and RYK Mills Limited were allowed indexation on Fuel Cost Component by the Authority vide respective decisions dated April 4, 2017 for the period from October 2016 to October 2017.

During the year 2016-17, COD adjustments have been made for Foundation Wind Energy-I (Private) Limited, Thatta, Sindh; Foundation Wind Energy-II (Private) Limited, Thatta, Sindh; Tenaga Generasi Limited, Thatta, Sindh; Uch-II Power (Private) Limited, Naseerabad, Balochistan; Quaid-i-Azam Solar Power (Private) Limited; and Laraib Energy Limited. Review Motions were also finalized for Foundation Wind Energy II, Tenaga Generasi Limited, Quaid-i-Azam Solar Power (Private) Limited and Laraib Energy Limited.

## **STANDARDS AND CODES**

Observing that the public sector GENCOs consumed excess power under head of auxiliary consumption as compared to the allowed limit specified in the licenses, resulting in loss of billions of rupees to the national exchequer, legal proceedings in the form of Explanation and Show Cause Notices against GENCO-I, II and III were initiated.

The Grid Code Addendum I (Revision-1) for grid integration of wind power plants was approved by the Authority in July, 2017. However, the Grid Code Addendum II (Revision-1) for grid integration of Solar Power Plants was being finalized by the NTDC.

The Authority, taking serious notice of huge number of violations in voltage and frequency, initiated legal proceedings against NTDC and K-Electric in the form of explanations, show cause notices and hearings. A fine of 5 Million Rupees was imposed on NTDC. In response, NTDC filed a review petition, but, the Authority sustained its decision.

Targets were set for SAIFI & SAIDI for the years 2015-16 and 2016-17 separately for each distribution company at the rate of 5% reduction over mean value of last five years data of SAIFI and 10% reduction over mean value of last five years data of SAIDI.

Based on the information regarding fatal and non-fatal accidents/incidents affecting the employees and general public, legal proceedings were initiated in form of Explanations, Show Cause Notices and subsequent Hearings. Based on the commitments of DISCOs to bring improvement in this segment, matters were closed and all the DISCOs were strictly warned that punitive actions will be taken in case of non-compliance in the coming years. Due to constant efforts for implementation of Safety Standards by the NEPRA, there has been a significant reduction in number of fatalities.

A Performance Evaluation Report was prepared and uploaded on NEPRA website in February, 2017. Performance Ranking of Distribution Companies for the year 2014-15 was also carried out on the basis of data pertaining to four parameters only i.e. T&D Losses, Recovery, Time Frame for New Connection and Safety.

In order to verify the media reports regarding the unannounced load shedding and undue delay in restoration of power supply, teams from the NEPRA visited GEPCO, FESCO, LESCO, HESCO, SEPCO, PESCO and K-Electric to check the overloading of power and distribution transformers, maintenance of grid stations, and to monitor and verify the data related to interruptions and duration, time frame for new connection, voltage levels, number of complaints and safety as submitted by the DISCOs in their annual performance reports. After completion of due legal process covering Explanation, Show Cause and Hearings

for HESCO and LESCO, the Authority imposed a fine of Rs.5 Million on HESCO and Rs.4 Million on LESCO on account of failure to provide incorrect information relating to number and duration of interruptions, number of complaints, failure to maintain voltage levels, failure to reduce system constraints, and failure to utilize allocated amounts.

For implementation of Distribution Code, the Authority conducted a workshop/seminar, wherein Distribution Code Review Panel (DCRP) was established for the development of Distribution Code addenda such as integration of small hydel power plants and interconnection of distributed generators under net metering regime for wind, solar and other power plants.

Based on the approved Power Safety Code, Lahore Electricity Supply Company (LESCO) and Multan Electric Power Company (MEPCO) were directed to prepare their comprehensive safety manuals and the same will be shared with other DISCOs so that a uniform document can be finalized.

## **MONITORING & ENFORCEMENT**

Monitoring and Enforcement is undertaken with the objective to raise competency and performance of the power sector by enforcing Rules and Regulations, Statutory Orders and Terms and Conditions that are mentioned in the license and to develop standards and devise a strategy to achieve objectives.

A team of professionals of the NEPRA visited Peshawar Electric Company (PESCO) from 13<sup>th</sup> to 18<sup>th</sup> June, 2017, to verify the media reports regarding long power cuts and subsequent unannounced load shedding occurring in different areas.

Different formats were developed for converting the data received from different entities into a useful form for review and analysis.

Continuous monitoring through verbal and written communication has resulted in better sense of responsibility on the part of Generating Companies.

Successful monitoring was undertaken regarding compliance with the directions of the Authority contained in the Generation licenses of GENCOs, IPPs, WAPDA Hydel and K-Electric etc.

Major observations and discrepancies were conveyed to the management of companies along with proposed measures to enhance their performance.

Instructions/letters were also issued to the management of various power plants for remedial measures for improvement in the supply of electricity. Various letters were sent to NTDC/NPCC with the direction for submission of detailed reports regarding less utilization and availability of power plants and to take corrective measures.

Various Advisories were sent to the Ministry of Water and Power for effective utilization of the available generating sources and allocation of gas to power plants according to Economic Merit Order. The Ministry of Water and Power was also advised to get the developmental works completed on war footing for removal of power dispersal issues and to avoid ongoing financial loss to the national exchequer.

Explanations were issued to GENCOs for excessive auxiliary power consumption and underutilizing/reduction in net capacity, poor maintenance and violation of provisions of the Act and applicable documents etc.

Show Cause Notice was sent to National Transmission & Dispatch Company (NTDC) for non-provision of online access to generation data for effective performance evaluation of power generating plants.

The Chief Executive Officer of GENCO Holding Company Limited (GHCL) was directed to prepare a detailed plan of phasing out old/uneconomical and unserviceable generating units which had completed useful life.

The NEPRA executed investigations and initiated legal proceedings against the licensees regarding non-compliance with the directions of the Authority. Legal proceedings were undertaken against the National Transmission & Dispatch Company Limited for extending completion dates of projects, Peshawar Electric Supply

Company (PESCO) for inability to Remove System Constraints from the Transmission & Distribution Network and K-Electric and Hyderabad Electric Supply Company (HESCO) for un-announced and prolonged hours of load shedding.

## **MISCELLANEOUS**

A total of 2601 complaints were redressed at the Head Office and 1181 at the Regional Offices.

During the year under report, 622 Regulatory Meetings and 99 Hearings were conducted.

The important issues of litigation in the year 2016-17 were Inclusion of "Surcharges" in the "Schedule of Tariff" by NEPRA upon Re-consideration Request filed by the Federal Government; Recovery of Fixed Charges during Load-shedding; Cases of Captive Power Plants; Licensing Cases; Violation of Applicable Documents by K-Electric; NEPRA Employees Cases; Decisions of NEPRA Appellate Board; Interpretation of Section 22 of the NEPRA Act; Monthly Fuel Adjustments; Line Ministry Cases; Quo Warranto Cases; Amendment in the NEPRA Act; Non-notification of Tariff by the Federal Government; Overhaul of the National Electric Power Regulatory Authority Licensing (Application & Modification Procedure) Regulations, 1999; Introduction of Competitive Bidding for Tariffs; Implementation of Fee Structures for Review Motions; Import of Power; Introduction of Upfront Tariffs for Biogas, Municipal Waste to Energy and Waste Heat Recovery; and Net Metering for Agriculture.

Provincial Offices of Inspection have been established under Section 38 of the NEPRA Act 1997. Appeals against the decision/order of the Provincial Office of Inspections are filed before the NEPRA which are heard by the Appellate Board constituted by the Authority. A total number of 159 appeals were decided.

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## **OIL AND GAS REGULATORY AUTHORITY**

The Oil and Gas Regulatory Authority (OGRA) was established by the Federal Government on March 28, 2002 in pursuance of the Oil and Gas Regulatory Authority Ordinance, 2002. The objectives of the OGRA are to “foster competition, increase private investment and ownership in the midstream and downstream petroleum industry, protect the public interest while respecting individual rights and provide effective and efficient regulations.” The Authority comprises a Chairman and three Members, viz, Member (Gas), Member (Finance) and Member (Oil), who are professionals with rich experience in their respective fields. They can serve for maximum two terms subject to retirement on attaining the age of 65 years.

### **Powers and Functions**

The powers and functions of the Authority are contained in Section 6 of the Ordinance. The Authority has the exclusive power to grant licenses for regulated activities in the Natural Gas, Compressed Natural Gas (CNG), Liquefied Petroleum Gas (LPG), Liquefied Natural Gas (LNG) and Oil sectors. These activities include construction of pipelines, development of transmission and distribution network, sale and storage of Natural Gas, installation, production, storage, transportation and marketing of CNG, LPG and LNG, laying the pipelines, establishing/operating refineries, construction/operation of storages, lube oil blending plants and marketing of petroleum products in the oil sector. Some of the major functions are:

- Determination of revenue requirement and prescribed prices of natural gas utilities and notification of the prescribed and consumer sale prices.
- Computing and notifying ex-refinery price of SKO including ex-depot prices of SKO and E-10 and Inland Freight Equalization Margin (IFEM) for all products.
- Monitoring the pricing of petroleum products under the deregulated scenario.
- Enforcement of technical standards and specifications keeping in view the best international practices in all the regulated activities.

- Resolution of public complaints and disputes against and between the licensees.

## **OIL SECTOR**

The OGRA is mandated to regulate the mid and downstream oil sector in the country under Pakistan Oil (Refining, Blending, Transportation, Storage and Marketing) Rules, 2016. The powers conferred under the aforesaid Rules and OGRA Ordinance mainly pertain to grant of license to undertake marketing of refined oil products, construction and operation of Oil Refinery, construction and operation of oil storage facility, construction and operation of lube oil blending/reclamation facility, establishing/operation of lubricant Marketing Companies, quality monitoring of refined oil products, formulation and implementation of technical standards for oil industry etc.

In pursuance of the powers conferred under the above Rules/Ordinance, twenty (20) companies were granted permission to establish Oil Marketing Companies (OMCs), during current financial year. The establishment of these companies will bring a minimum investment of Rs. 10 billion in the next three years. OGRA also granted permission to seven companies [M/s. Petrowell (Pvt.) Limited (Sindh), M/s. Horizon Oil Company (Pvt.) Limited (Punjab), M/s Kepler Petroleum (Pvt.) Limited (Sindh), M/s Outreach (Pvt.) Limited (Punjab), M/s. Z & M Oil (Pvt.) Limited (Punjab), M/s. Fast Oil (Pvt.) Limited (Sindh) and Oilco Petroleum (Pvt.) Limited (Punjab)] to initiate marketing of petroleum products (after fulfilling their obligation of constructing oil storage infrastructure) to the extent of Region/Province specified along with each OMC.

Similarly, the Authority granted permissions to various OMCs i.e. M/s Hascol Terminal Limited for development of new/additional Oil Storages/Terminals at different locations (i.e. Port Qasim, Thalian, Shikarpur, Gatti (Faisalabad), Hub, Renala Khurd, Vehari and Lala Musa) which would further strengthen the existing Oil Supply infrastructure.

The Authority granted licenses to 37 Lube Oil Blending plant for construction period of one year and thirty four (34) lubricant

Marketing Companies (LMCs) for implementation of investment plan for a period of three years.

In addition, the OGRA under section 6 (2) (x) of the OGRA Ordinance, enforces standard specifications of refined oil products through Hydrocarbon Development Institute of Pakistan (HDIP) at various levels including import level, oil Refineries, OMCs' Depots Blending/Reclamation Plants and retail outlets. With regard to imported petroleum products, 448 quality checks of imported energy products and 1071 quality checks for imported non-energy products were made. Similarly, 165 and 91 quality checks were carried out at lube blending plants and oil depots respectively. Moreover, 76 Quality checks were made at oil refineries.

## **POL PRICING**

The OGRA computes and notifies ex-refinery/ex-depot price of superior Kerosene Oil (SKO) as per the Federal Government approved formula and IFEM (Inland Freight Equalization Margin). Furthermore OGRA has been assigned to monitor the pricing of petroleum products, and submit quarterly reports on pricing of petroleum products indicating the trend in international markets and petroleum product pricing announced by Oil Marketing Companies (OMCs)/refineries along with analysis/findings and suggestions, if any on regular basis to ECC, which is being complied.

## **GAS SECTOR**

### ***Determination of Revenue Requirement***

One of the main functions of the authority is determination of revenue requirement (i.e. prescribed price) of natural gas utilities, which are currently entitled to a minimum return of 17% in case of Sui Southern Gas Company Limited (SSGCL) and 17.5% in case of Sui Northern Gas Pipelines Limited (SNGPL) of their operating assets as per their respective license conditions. The Authority carries out in-depth scrutiny of the capital and operating expenditures, aiming to ensure cost-effective operation of the gas utilities and thereby protect the interest of consumers. Details of petitions of SNGPL and SSGCL, decided by the OGRA during 2016-17, are given below:

### **Summary of Revenue Requirement – SNGPL**

Particulars	Rs./MMBTU			
	FY 2013-14 Final	FY 2014-15 Final	FY 2015-16 Final	FY 2016-17 Estimates
Gas Sales (BBTU)	473,873	421,343	408,106	418,840
Cost of Gas	427.49	427.17	384.81	306.12
T&D Cost and Depreciation	36.17	49.04	78.68	93.41
Return on Assets	24.48	30.31	33.73	45.51
Other Income	(15.43)	(20.51)	58.93	58.15
Prior Year Adjustment	-	42.19	109.64	106.82
Demanded (Rs. million)	258,769	281,936	270,006	207,091
Allowed (Rs. million)	231,317	231,191	253,383	225,661

### **Summary of Revenue Requirement – SSGCL**

Particulars	Rs./MMBTU			
	FY 2013-14 Final	FY 2014-15 Final	FY 2015-16 Final	FY 2016-17 Estimates
Gas Sales (BBTU)	339,155	354,984	383,979	390,315
Cost of Gas	444.59	439.54	393.48	341.48
T&D Cost and Depreciation	26.04	28.82	17.94	17.50
Return on Assets	22.60	22.17	22.06	24.90
Other Income	(32.03)	(28.55)	(22.37)	(30.55)
Prior Year Adjustment	39.54	50.07	(0.79)	-
Financial Impact of SHC Order	-	-	(47.82)	-
Air Mix LPG	1.44	1.55	0.98	0.92
Demanded (Rs. million)	200,367	231,004	207,596	173,066
Allowed (Rs. million)	181,177	192,457	148,160	150,190

The process of determination of revenue requirement is transparent and ensures effective participation of consumers and general public through public hearings in order to balance the divergent interests of all stakeholders including the Federal Government.

### **Human Resource Cost**

The Authority had also introduced Human Resource (HR)

cost benchmark, which has helped contain the expenditure within reasonable limits. Saving or excess in HR cost will be shared equally between the companies and consumers. Excess/Savings for the financial year 2016-17 on account of HR benchmark are given in the following table:

Rs. Million

Description	SNGPL*	SSGCL*
Projected by the Company	13,581	13,021
Benchmark Cost	12,759	11,386
Benefit to the Consumer	(822)	(1,635)

\*Estimates

### **Conduct of UFG Study**

The OGRA, in order to ascertain and determine UFG Benchmarks of gas utility companies in the country, has conducted the UFG study through a consultant of international repute (i.e. KPMG).

### **RLNG Transmission Projects of Gas Utility Companies, i.e. SNGPL & SSGCL**

The Authority, in the wake of LNG import and anticipated indigenous supplies to the tune of around 1.5 BCFD, approved Pipeline Infrastructure Development Projects for both companies in the last financial year. The review and evaluation of these mega projects is being undertaken by OGRA during the current financial year.

### **Gas Sale-Purchase Agreements**

The following Gas Sale-Purchase Agreements (GSPAs) have been approved by OGRA under the provisions of NGRA Licensing Rules, 2002 during the financial year 2016-17 to date:

S. No.	Details	Category	Date of Approval
1.	Approval of Supplemental Agreement to GSA-1 of Novation Agreement between Mari Petroleum Ltd., SNGPL and Engro Fertilizer Ltd.	Producer and Consumer	20-12-2016

2.	Approval of Amendment in the GSA Executed between Foundation Power Company Dharki Ltd (FPCDL) and Mari Petroleum Company Ltd (MPCL)	Producer and Consumer	4-10-2016
3.	Approval of Third Supplemental Agreement yo Qadirpur Gas Sale and Purchase Agreement between OGDCL and SNGPL.	Producer and Licencee	8-08-2016
4.	Approval of GSPA of OMV's Latif Gas Field between M/s OMV and JV Partners, i.e. PPL and ENI (the Sellers) and SNGPL (the Buyer).	Producer and Licencee	20-9-2016
5.	Addendum to Tripartite agreement (TA2) initialed by PSO, SNGPL and SSGCL.	Licensee and Associated companies	25-08-2016
6.	Addendum to GSA initialed between SNGPL and Quaid-i-Azam Thermal Power (Pvt) Ltd (QTPL) for supply of 200 MMCFD RLNG.	Licensee and Consumer	19-10-2016
7.	Addendum to GSA initialed between SNGPL and National Power Parks Management Company (Pvt) Limited at Balloki District Kasur for supply of 200 MMCFD RLNG.	Licensee and Consumer	24-11-2016
8.	Addendum to GSA initialed between SNGPL and National Power Parks Management Company (Pvt) Limited at Haveli Bahadur Shah, District Jhang for supply of 200 MMCFD RLNG.	Licensee and Consumer	28-10-2016
9.	GTA between SNGPL and SSGCL for transportation of RLNG.	Licensee and Associated companies	27-10-2016
10.	Second Addendum to Gas Sale Agreement between SSGCL and Fauji Fertilizer Bin Qasim Limited.	Licensee and Consumer	08-12-2016
11.	Interim tripartite agreements (03) to be signed by:  (1) SNGPL, Central Power Purchasing Agency Guarantee Ltd, National Power Parks Management Company (Pvt) Limited for HBS.  (2) SNGPL, Central Power Purchasing Agency Guarantee Ltd, National Power Parks Management Company (Pvt) Limited for Balloki.  (3) SNGPL, Central Power Purchasing Agency Guarantee Ltd, and Quaid-e-Azam Thermal (Pvt) Ltd for Bhikki.	Licensee and Consumer	19-06-2017

### **Gas Sector Reforms (Un-Bundling Gas Utilities)**

In order to establish better operational control on gas supply systems in the country, the GOP in collaboration with International Donors (World Bank, etc.) has started gas sector reforms. The prime agenda is to unbundle the Gas Utilities. The OGRA has been providing technical assistance and support to the Gas Sector Reforms Team in accomplishing the assigned tasks, which include formulation of new licenses for Gas Discos and Transco, amendment in TPA Rules, establishment of network codes and new tariff structure, etc.

### **Liquefied Petroleum Gas (LPG)**

The OGRA is empowered to regulate the LPG under the OGRA Ordinance 2002 and LPG (Production and Distribution) Rules, 2001 with effect from 15<sup>th</sup> March, 2003. Since then OGRA is regulating the sector in accordance with LPG (Production and Distribution) Rules, 2001 and the policies of the Federal Government.

The achievements of LPG Sector during the financial year 2016-17 are as under:

<b>Activity</b>	<b>Achievement 2016-17</b>
Licenses issued for construction of LPG Storage and Filling Plants	35
Marketing Licenses issued for LPG Storage and Filling Plants	26
Licenses issued for Storage and Refueling of LPG Auto-Refueling Station	3
Licenses issued for construction of LPG Auto Refueling Stations	12
Licenses issued for construction of LPG Production / Extraction and Storage facilities	1
Licenses issued for Production / Extraction of LPG	1
Construction Licenses issued for LPG Air-Mix facilities	4

### **LPG Pricing**

The Ministry of Petroleum and Natural Resources vide letter No. LPG-6(11)/2014-Policy dated March 24, 2016 forwarded LPG

Policy 2016, approved by the CCI, to OGRA for implementation with the direction that the OGRA will amend the rules and regulations to give effect to this policy.

In LPG policy 2016, it has been decided to regulate LPG prices and this is a major shift from deregulation to regulation. Prior to Promulgation of LPG Policy 2016 LPG producer and consumer prices were deregulated.

Implementation of the aforesaid LPG Policy required certain amendments in OGRA LPG (Production and Distribution) Rules 2001 as a legal requirement as per Section 4.2 of LPG Policy 2016. The Summary has been submitted to Cabinet Division by MP&NR with reference to amendments in LPG Rules 2001. LPG Policy 2016 will be implemented in its true letter and spirit once amendments in LPG Rules 2001 will be notified by the Cabinet Division.

### **Liquefied Natural Gas (LNG)**

License for Construction of LNG Terminal was granted to M/s Pakistan Gas Port Consortium Limited on 21<sup>st</sup> December 2016. The said License is with validity period of two years from the date of its issuance.

Moreover, extension in project completion timelines was granted to M/s Global Energy Infrastructure Pakistan (GEIP) on 23<sup>rd</sup> September 2016 having validity period till 1<sup>st</sup> quarter of 2019.

### **RLNG Pricing**

The Federal Government has decided to carry out the RLNG pricing under Petroleum Product (Petroleum Levy) Ordinance, 1961 and Petroleum Products (Petroleum Levy) Rules, 1967 and has also delegated the powers to the OGRA to determine the same on monthly basis inline with other petroleum products. PSO has been obligated to notify the RLNG price and has also been designated as LNG buyer.

The Authority has been mandated to determine RLNG pricing on monthly basis in respect of public sector companies as per the formula approved by the Federal Government indicating the RLNG price components.

The RLNG prices for the Financial Year 2016-17 areas under:

Computation of RLNG Price For The Financial Year 2016-17													
Sr. #	Particulars	Actual											
		Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	June-17
		AI Transmission	AI Distribution										
	Quantitative Data (MMBtu)												
i	No of Cargos	4	4	4	4	4	4	4	4	4	5	6	6
ii	Quantity Received (MMBtu)	12819068	1720641	1280257	1282770	1300484	1301658	1291322	1942511	1944038	1597953	1920000	1920000
iii	Retainage @ 0.75%	96143	95405	96009	96996	96996	97594	97812	96850	145676	145800	144000	144000
iv	Quantity Delivered at Terminal	12722935	1722395	12705248	1283374	1290380	1294385	1281642	1927785	19294238	15884073	19056000	19056000
v	Transmission losses @ 0.17 % (T&D) losses @ 0.21 %	21,629	21,463	21,599	21,821	21,935	22,005	21,798	21,778	32,772	27,003	32,395	32,395
vi	% age unit lost till delivery point	0.92%	0.92%	0.92%	0.92%	0.92%	0.92%	0.92%	0.92%	0.92%	0.77%	0.92%	0.92%
<b>RLNG Price Computation (US\$/MMBtu)</b>													
i	RLNG Price (DIS)	6.4591	6.6016	6.5800	6.4584	6.6734	6.6775	6.5967	7.1910	7.5472	7.4008	7.3703	7.1397
ii	PSO's other imports related actual costs	0.0417	0.0419	0.0419	0.0421	0.0422	0.0423	0.0422	0.0441	0.0415	0.0417	0.0408	0.0407
iii	PSO margin	0.1615	0.1650	0.1645	0.1615	0.1668	0.1669	0.1749	0.1798	0.1887	0.1885	0.1843	0.1785
iv	Terminal Charges	0.5900	0.6100	0.6100	0.5900	0.5500	0.6000	0.5500	0.4500	0.4200	0.4500	0.4500	0.4200
v	RLNG Cost	7.2523	7.4186	7.3864	7.2520	7.4325	7.4866	7.7638	7.8449	8.1974	8.0881	8.1984	7.7819
vi	Volume on account of Retainage: 1/T&D losses adjusted for recovery through RLNG volume delivered	0.0672	0.0688	0.0685	0.0672	0.0689	0.0694	0.0720	0.0727	0.0811	0.0828	0.0760	0.0899
vii	USA Management fee												
viii	Cost of supply	0.8138	0.8199	0.8197	0.8132	0.8179	0.8179	0.8179	0.8179	0.8178	0.8178	0.8174	0.8174
<b>Total RLNG Price without GST</b>		<b>8.1838</b>	<b>8.8978</b>	<b>8.8296</b>	<b>8.1825</b>	<b>8.3443</b>	<b>8.3950</b>	<b>8.6787</b>	<b>9.4969</b>	<b>9.1162</b>	<b>9.0038</b>	<b>9.1188</b>	<b>8.6961</b>
<b>Provisional</b>													

## **Compressed Natural Gas (CNG)**

The Oil & Gas Regulatory Authority has been regulating the CNG Sector since March 15, 2003 under the OGRA Ordinance 2002 and CNG (Production and Marketing) Rules, 1992.

The regulation of CNG Sector, inter alia, includes grant of license for establishment/operation of CNG Stations to ensure safe operation of the CNG Stations in accordance with the Standard Code of Practice of CNG (Production and Marketing) Rules, 1992 and terms/conditions of its license. Accordingly, OGRA conducts annual safety audit of all CNG Stations through its designated third party inspectors and licensees found involved in violations were penalized in accordance with provision of CNG Rules, 1992.

It is pertinent to mention that there is a ban imposed by the Federal Government on the issuance of new CNG Provisional Licenses for establishment of new CNG Stations across the Country since February 2008. Accordingly, OGRA has not been granting any new CNG Provisional Licenses since then.

However, during fiscal year 2016-17, OGRA has extended four (04) existing CNG (Provisional) Licenses into CNG Marketing Licenses to operate CNG Stations which shall translate into Rs. 60 million investment (approximately).

### **CNG Pricing**

The Federal Government in 2016, keeping in view the indigenous gas constraints, RLNG consumption in CNG sector and accordingly to provide level playing field to all CNG consumers, has decided to deregulate the CNG pricing across the country. Now the CNG prices are fixed on market competition basis.

In the Punjab and the Federal Capital Territory, CNG stations are solely dependent on RLNG while in the other three provinces, indigenous gas is also used in CNG sector.

### **Complaints**

The OGRA deals with the complaints against licenses in accordance with the Complaint Resolution Procedure Regulations, 2003. It entertains the consumer complaints without any fee and with almost no formalities. The consumers are not required to come

to OGRA for filing the complaints. They can file the same through e-mail / online fax and normal post.

During financial year 2016-17, the designated officers of OGRA complaints department received and decided the following number of complaints:

Complaints received	Complaints decided	Consumers provided with gas connections	Relief provided by the gas utilities on the intervention of OGRA (Rs. In million)
5442*	4494	328	505.80

\* Including 986 complaints carried forward from FY 2015-16

### Enforcement

A dedicated Enforcement Department is functioning since October 2009. The Enforcement Department is striving to provide consumers with relief from overcharging and inefficient practices in the Oil, CNG and LPG sectors. The Department is enforcing Rules, Regulations and Standards by conducting surprise inspections at licensed facilities and in case of malpractice action is taken under applicable laws. Following is a summary of inspections for the year 2016-2017.

Sector	Inspections	Fine Imposed (In Millions)
OIL	213	115.80
LPG	65	2.0
CNG	177	0.00
<b>Total</b>	455	117.8

The set target for enforcement that the violators be reduced in number is being achieved. Currently both reactive and proactive approaches have been adopted. Slowly, there is a shift towards the proactive approach. It would build confidence of consumers as well as of the business sector as they would have a level playing field.

### Authority Meetings held during 2016-17

In pursuance of the Sub Section (5) of Section 4 of the Oil and Gas Regulatory Authority Ordinance - 2002, the Authority holds the Regulatory and Administrative Meetings. Detail of meetings held during the period is as under:

<b>Authority Meetings</b>	<b>Total Meetings Held</b>
Regulatory Meetings	6
Administrative Meetings	7
<b>Total</b>	<b>13</b>

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## **PUBLIC PROCUREMENT REGULATORY AUTHORITY**

The Public Procurement Regulatory Authority (PPRA) has undertaken the following important initiatives during 2016-17:

### **PERFORMANCE**

1. Uploaded and monitored 37146 tender notices on its website;
2. 2745 deviations from Rules pointed out on the uploaded tender notices;
3. PPRA responded to 328 online queries.
4. Procurement Plans of 149 entities were uploaded on PPRA website.
5. 104 entities constituted Grievance Redressal Committees and uploaded the information on the PPRA website.

Details of the functions performed by the PPRA are given below:

### **Monitoring & Implementation**

One of the main functions of the PPRA is to monitor public procurement to ensure its compliance with the Public Procurement Rules, 2004. For this purpose, the Authority has established a web portal where tenders issued by all procuring agencies are uploaded for advertisement and wider circulation. An additional feature of the PPRA website is the development of web page for the suppliers. So far, a total of 273 suppliers have been registered online. PPRA is monitoring all the advertisements relating to procurements on real time basis with a view to ensure compliance with Public Procurement Rules, 2004. Violations of the Public Procurement Rules are identified and got rectified from the procuring agencies. During FY 2016-17 a total of 37,146 tenders of public sector organizations have been uploaded/monitored, wherein 2745 deviations from Public Procurement Rules, 2004 have been pointed out to the heads of the concerned procuring agencies for taking remedial measures.

<b>Sr.No.</b>	<b>Period</b>	<b>Tender Uploaders</b>	<b>Violations Indicated / letters Issued</b>	<b>Percentage of Violations</b>
1.	01-07-2016 to 30-06-2017	37146	2745	07.38

## **Quality of Work Force**

The PPRA is currently working with a meager strength of 39 employees consisting of four officers and thirty five staff members. Despite such a limited work force, PPRA has achieved a milestone by conducting 4<sup>th</sup> meeting of the Advisory Group on Public Procurement wherein the National Procurement Strategy was extended for another three years w.e.f. 2017-2019. Moreover, regular monitoring of tenders/procurements, indication of violations/deviations from Public Procurement Rules etc., was also made by the Authority during the period under review.

### **i. Guidance on Interpretation of Rules**

The PPRA is extending necessary guidance to all procuring agencies and the bidders in response to their requests for clarification of Public Procurement Rules, 2004. During the financial year 2016-17, public sector entities continued to seek legal clarifications, interpretation of rules and regulations pertaining to different aspects of procurement. All requests of procuring agencies were promptly processed and advice tendered.

- a) Online Query System:** An advanced Online Query System was designed by the PPRA in December, 2012. This system added some new additional features in the previous online system, which, inter alia, includes registration of users for online query submission. In this respect, a registration form has been designed which is also available at the PPRA website. The user, either a procuring agency or a bidder, is required to fill out this form before submission of queries. After entering the user name and the password, every time, the registered user can submit online queries as and when needed. The PPRA examines and responds to all such queries in the light of PPRA Ordinance, 2002, Public Procurement Rules, 2004 and the relevant regulations made thereunder. The reply furnished by PPRA in response to all online queries is also visible to the general public for their guidance. During the period from 1<sup>st</sup> July, 2016 to 30<sup>th</sup> June, 2017 three hundred and twenty eight (328) online queries were responded by the PPRA.
- b) Clarifications:** During the year under report, 279 written queries were responded to.

c) **Complaints:** 160 complaints during the financial year 2016-17 were responded to.

**ii. National Procurement Strategy**

National Procurement Strategy 2013-2016 has been developed with the objective to outline a common vision and outlook on making the procurement process efficient and transparent in Pakistan. The Strategy endeavors to lay down a roadmap for the Federal and Provincial Regulators which can help them realize the objectives and principles of public procurement. It has been developed to remove gaps in the existing procurement regime. Strategic steps have been recommended to improve the legal and systemic frameworks of procurement. This strategy has been developed after a thorough review of the primary and secondary research and due consultations with the provincial PPRAs.

The Strategy is an initiative of the Public Procurement Regulatory Authority, Government of Pakistan through the Advisory Group on Public Procurement. This Strategy was finalized and approved in the second meeting of the Advisory Group on Public Procurement.

The 4<sup>th</sup> meeting of the Advisory Group on Public Procurement (AGPP) was held on 7<sup>th</sup> March, 2017. The National Procurement Strategy was extended for another three years w.e.f. 2017 to 2019 during the meeting.

**iii. Establishment of PPRA Monitoring and Evaluation System**

A Monitoring and Evaluation (M&E) System has also been developed. It is a result-based monitoring system for ensuring efficiency and accountability. In result-based monitoring system (RBM), inputs and the activities are considered as means for achieving desirable end results. It is expected to help the Authority in improving its efficiency and effectiveness as a regulator, set targets for its own performance and achieve higher levels of effectiveness.

There are four sources of data which have been used in the preparation of the M&E reports:

- 1) PPRA database.
- 2) Procuring Agencies (PAs)
- 3) Bidders / Suppliers / Contractors
- 4) Other sources.

### **Amendments in the Public Procurement Rules, 2004**

Amendments in the PPRA Ordinance, 2002 and the Public Procurement Rules, 2004 are under review of the Committee constituted by the Federal Cabinet.

In the meantime, the *Wafaqi Mohtasib* (Ombudsman)'s Secretariat has constituted a Committee to study the Public Procurement System to address maladministration and ensure transparency. The Committee has given its recommendations on November 26, 2016. In the Report, 23 recommendations have been made by the Committee for amendment in the Public Procurement Rules, 2004.

Following eight (8) recommendations have already been covered under the PPRA Ordinance, Rules and Regulations:

- Standard Bidding Documents for Goods and Consulting Services
- Standard Bidding Documents for works
- PPRA Board of Members
- Exemptions
- Capacity Building
- Systematic approach of Capacity Building
- Procurement Training Modules
- e-Procurement

Following four (4) recommendations have already been proposed for amendment in the Public Procurement Rules, 2004 and placed before the Committee constituted by the Federal Cabinet:

- Enhancement of Financial Limit for RFQ
- Enhancement of Financial Limit for Petty Purchases
- Blacklisting of Contractors/ Suppliers
- Dispute resolution mechanism

Following eleven (11) recommendations will be presented before the Committee constituted by the Federal Cabinet in its meeting:

- Notification of Chief Procurement Officer
- Review of Record
- Framework agreement
- A new Rule to cover the situation where Procuring Agency executes works using its own resources.
- Green procurement
- In case contractor fails to deliver any or all of the goods, works or services within the period, procuring agency may either allow extension in the contract period or deduct the amount as liquidated damages, a sum equivalent to the percentage specified in the contract for each week or part thereof of delay.
- Standards for Common Use Items
- Consolidated Procurement
- Timelines for Projects
- List of Actual Completion Costs
- Performance Reviews

### **Internal Monitoring**

In terms of Section 15 of the PPRA Ordinance, 2002, the Authority is being regularly audited by the office of the Auditor General of Pakistan. In addition, the PPRA is also conducting Financial Audit of its books of accounts by Chartered Accountants to ensure compliance with the International Accounting Standards. In order to strengthen the internal controls, a system of internal audit is in place in the Authority.

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## **PAKISTAN TELECOMMUNICATION AUTHORITY**

The Pakistan Telecommunication Authority (PTA) as regulator of the telecom sector of Pakistan, strives to establish a competitive, fair, progressive, consumer oriented and business friendly regulatory environment in the country. As the world moves from basic regulatory reforms to collaborative regulations, the vision of a 'Digital Pakistan' remains the focus of the PTA. The Authority carried out its responsibilities to protect consumer interest, ensure quality of service, ICT development and enabling regulatory framework in the country. The activities of the Authority during the period under review have been detailed in the ensuing pages which were performed inline with the aforementioned objectives of the PTA:

### **Next Generation Mobile Services (NGMS) Auction**

The advent of NGMS services in 2014 sparked a mobile broadband revolution in the country. The demand for more spectrum resources kept on increasing day by day as the mobile broadband subscribers, data usage, coverage and revenue from data services reached an all-time high. In view of this extraordinary demand, the Government of Pakistan decided to hold another round of spectrum auction of 10 MHz in the 1800 MHz band. For this purpose, the Prime Minister of Pakistan constituted an Advisory Committee for overseeing the auction headed by the Minister of State for IT and Telecom. The advisory committee was mandated to determine the base price of the spectrum and propose a policy directive for the purpose.

The Advisory Committee for the Auction of unsold Next Generation Mobile Services (NGMS) spectrum (4G) issued the Policy Directive for the auction of 4G spectrum and set the base price for one 10MHz block at \$295 million. Accordingly, the Information Memorandum (IM) was published with the deadline to receive the bids set at 17<sup>th</sup> May, 2017. M/s Jazz submitted the bid to win the offered spectrum and after completing all due formalities, the operator was declared winner of the auction at the base price of US\$ 295 million plus 10% tax of the auction winning price to the Federal Government of Pakistan. Resultantly, the license was handed over to the M/s Jazz in a ceremony presided over by the Federal Minister for Finance.

## **Implementation of Mobile Banking Interoperability**

The PTA and the SBP have jointly launched a Third Party Service Providers (TPSP) framework for interoperability of mobile financial services through the issuance of PTA's "Regulations for Technical Implementation of Mobile Banking" and SBP's "Regulations for Mobile Banking Interoperability". These regulations provide an appropriate technological and regulatory framework to maximize the usage and number of bank accounts in Pakistan, which is the main target of the National Financial Inclusion Strategy (NFIS), 2015 developed by the Government of Pakistan. Consequently, the PTA has invited applications for issuance of TPSP licenses that will enable the service providers to introduce interoperability solutions in the branchless/mobile banking domain in collaboration with the banks and cellular mobile operators.

## **Regulatory Compliance by Mobile Banking Agents**

Mobile banking agents have played a critical role in expansion of the mobile banking services among the unbanked population. Currently, approximately 100,000 unique mobile banking agents are providing services across Pakistan. However, due to weak regulatory compliance at agents' locations, mischievous/fraudulent activities have been reported to the PTA and SBP. In this regard, two measures have been taken: First, a mandatory requirement of biometric verification for mobile banking transactions at agents' location from 1<sup>st</sup> July, 2017. Second, to enforce regulatory compliance, SBP has developed and launched a programme titled 'Capacity Building of Branchless Banking Agents', which is envisaged to train agents on a standardized training curriculum.

## **Third Party Audit of Biometric Verification System (BVS)**

Biometric Re-verification of SIMs project produced a clean, streamlined and verified pool of cellular mobile subscriber data where every issued SIM is mapped against a CNIC. However, in order to ensure the desired results of BVS, the PTA contracted an independent company to carry out a third party audit of the Biometric Verification System (BVS). Specialized audit software was developed and tested, and subsequently bulk/production BVS data from CMOs and NADRA was obtained

and loaded into the system. The audit was carried out in phases and observations were forwarded to CMOs for justifications (if any) before preparing final report. The responses received from CMOs were evaluated and the final audit report was approved by the Authority to initiate the Transfer of Technology (ToT).

### **Cellular Mobile Operators' Quality of Service Surveys (QoS)**

It is one of the assigned responsibilities of the PTA to regularly assess the quality of service being provided to the consumers. In this regard, a joint QoS Survey with CMOs was conducted in Sibbi, Zhob, Loralai, Khuzdar, Quetta, Katalng (Mardan, (Khanewal, Dera Ghazi Khan, Vehari, Muzaffargarh, Bahawalpur, Bahawalnagar, Rajanpur), Torghar, Gadani, Gwadar, Peshawar - Rawalpindi Motorway, Chiniot, Layyah, Jamshoro, Bhimber, Mirpur, Jhelum, Bannu, Ziarat, Noshki and Gilgit during the financial year 2016-17. The results containing observation of each survey were shared with the concerned CMOs for taking corrective measures to ensure provision of quality services as per their respective licensed KPIs.

### **Pre-intimation to PTA for Introduction of New/Changed Tariff Packages**

With the introduction of 3G/4G services and merger of the Mobilink and Warid, a significant reshuffling of tariff plans, offers, bundles, packages etc., has been observed. CMOs are introducing new plans as well as changing the current tariffs after regular intervals. In order to keep an eye on the market in terms of price offers, bundles, packages and plans, the PTA has directed the industry to inform the Authority prior to launching any new tariff plans and/or change in tariffs so that any undue price war or unfair market practices can be avoided.

### **Amendments in the Telecom Consumer Protection Regulations**

The PTA observed with great concern that *Inami* (prize) schemes are being launched using short codes allocated by the PTA which is a clear violation of the terms and conditions regarding allocation of short codes. Therefore, the Authority actively started a campaign against the illegal and fraudulent prize schemes that

were causing problems to the telecom consumers. The PTA has recently launched a compliance drive, to check illegal use of short codes by the operators. Operators/organizations found in violation are sent warning letters to immediately halt all such activities. Furthermore, PTA has also issued a generic Order, where all operators/organizations have been warned not to run any prize/inami/promotional schemes/Lottery/Lucky Draw/Game of chance otherwise they will face strict action by the PTA. Moreover, to further strengthen the regulatory framework on the matter, PTA amended the Telecom Consumer Protection Regulations, 2009. Pursuant to the amendments in Regulations, the operators are required to inform the Authority about any commercial scheme along with its key features including the tariff and other charges applicable to it. PTA, on receipt of the information may alter, restrict, suspend or impose any additional conditions in the commercial activity or Telecom Promotional scheme if deemed necessary.

### **Device Identification Registration Blocking System (DIRBS)**

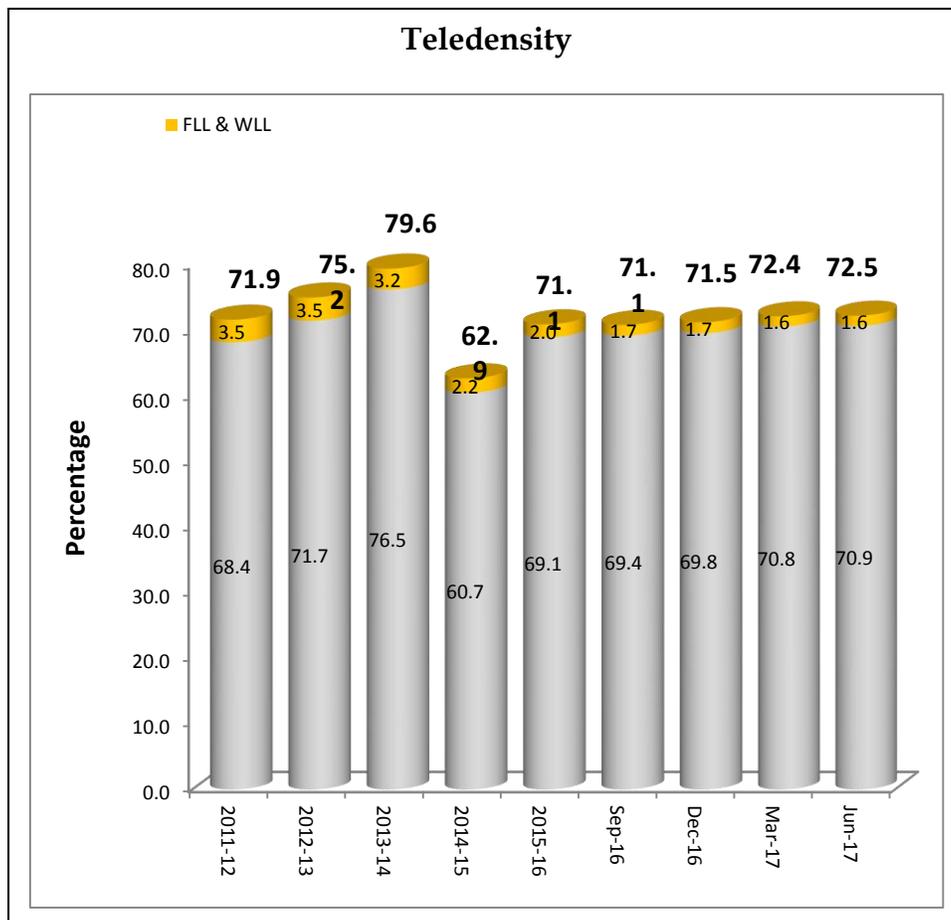
As per Section 9.6 of the Telecommunication Policy 2015, the Government of Pakistan has mandated the PTA to develop a regulatory framework for the type approval of the imported devices, blocking of stolen and duplicate devices etc. in consultation with the relevant stakeholders. For the purpose, PTA is developing a specialized system that will identify, register and block the devices. The system will check that all SIM based devices must have a valid and a unique IMEI and the blocked/invalid devices are not operational on any network. At the same time, PTA is also devising comprehensive framework and relevant Regulations that will govern the operations of the system.

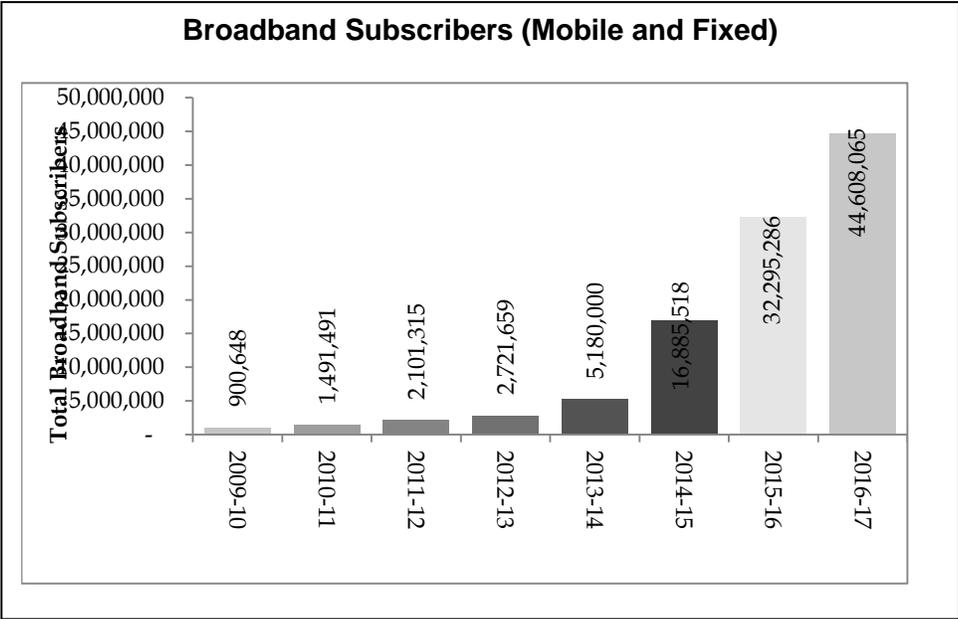
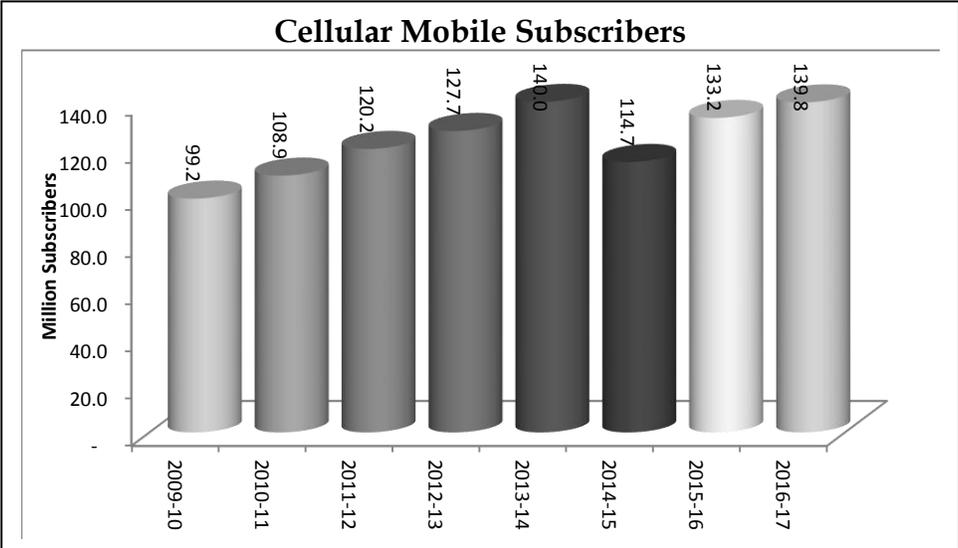
### **Mobile App Awards, 2016**

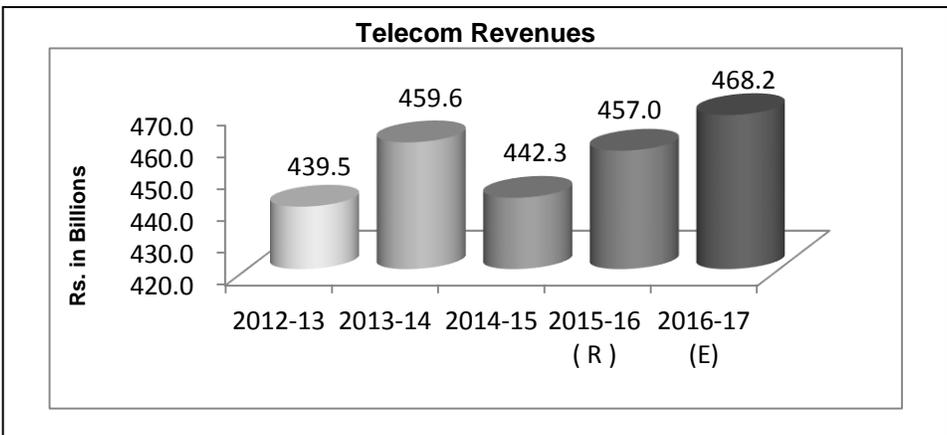
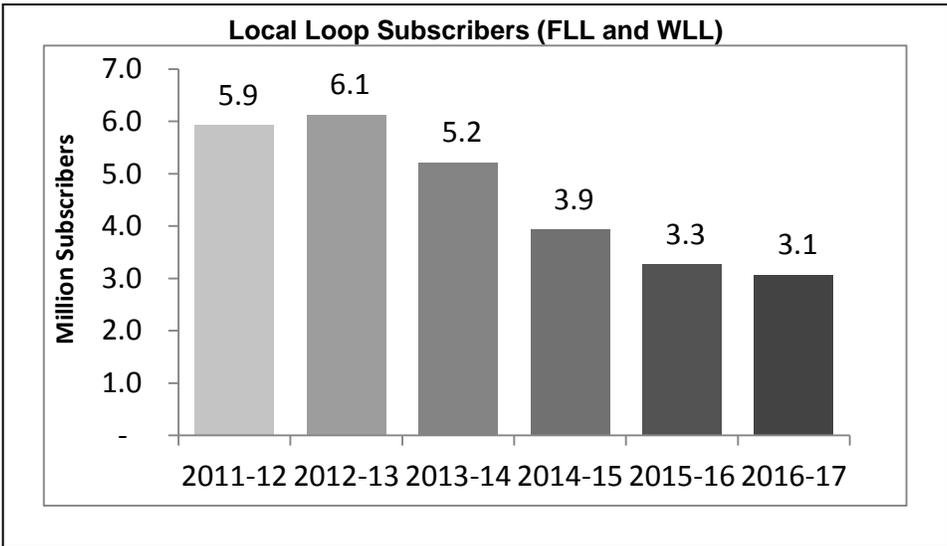
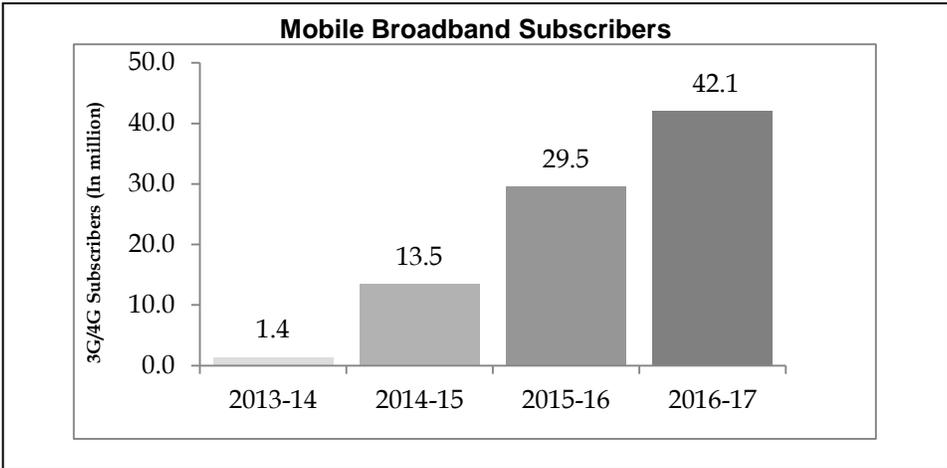
The PTA continued its efforts to promote innovation and foster entrepreneurship culture among the young software developers of the country. 'Pakistan Mobile App Awards' is one such initiative of the PTA where the best mobile application developers are rewarded each year. This year, the competition was based on mobile application development for the Persons with Disabilities (PWDs). The PTA expects that the rapid technological

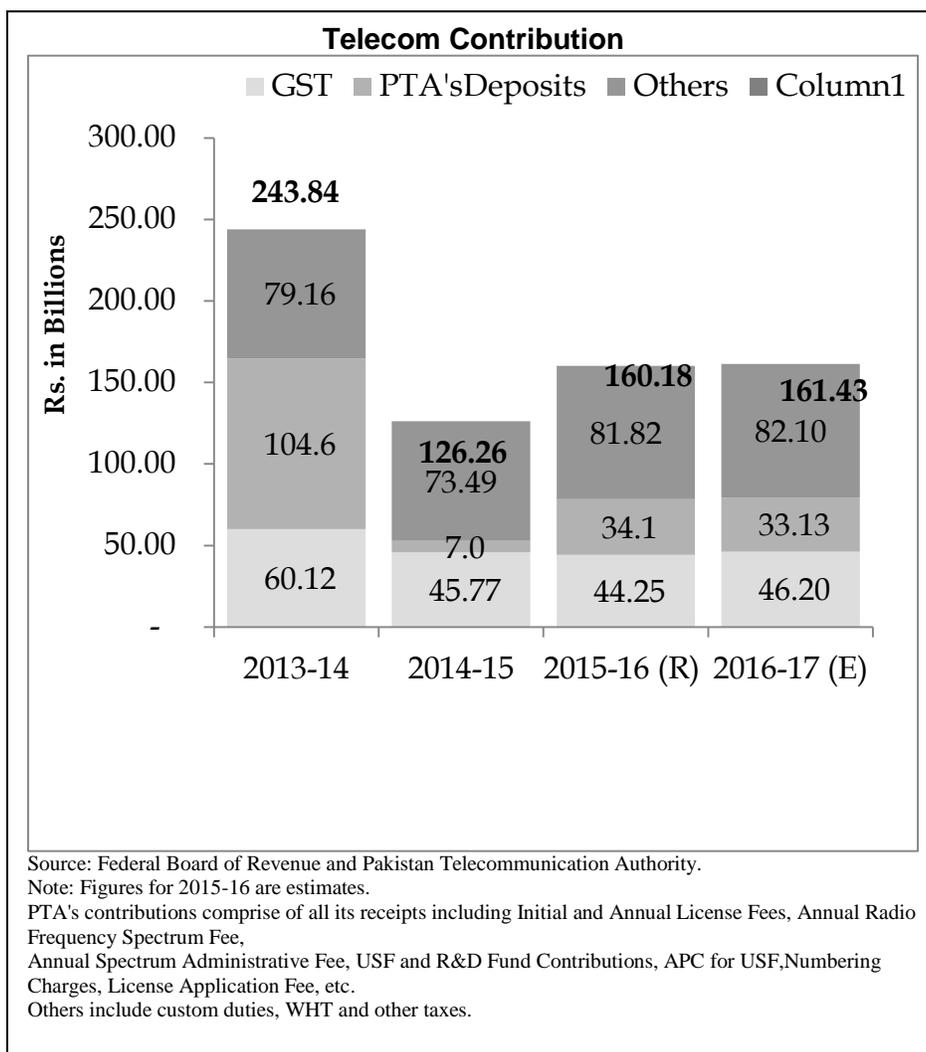
developments in the mobile sector will enable the PWDs to lead a better life, be more self-sufficient and more importantly, become an earning hand for their families. Therefore, the mobile application developers were invited to develop mobile applications that specifically address the needs of the PWDs. The winners were awarded with cash prizes by the President of Pakistan, Mr. Mamnoon Hussain who signified the Government's patronage by gracing the prize distribution ceremony of the event as the Chief Guest.

## Info-graphics of Pakistan Telecom Industry









<b>Telecom Investment</b>					
US\$ (Million)					
	2012-13	2013-14	2014-15	2015-16 (R)	2016-17 (E)
Cellular	570.4	1,789.7	977.6	659.4	486.1
LDI	1.9	1.8	12.2	8.9	11.3
Fixed	28.0	24.1	11.2	54.0	137.5
Total	600.3	1,815.6	1,001.0	722.3	634.9

## **FREQUENCY ALLOCATION BOARD**

The Frequency Allocation Board (FAB) was established under Section 42 of the Pakistan Telecommunication (Re-organization) Act, 1996. The Board took over the functions of spectrum planning and management performed by the then Pakistan Wireless Board (PWB). Under the Act, the Board has the exclusive authority to allocate and assign portions of the radio frequency spectrum to the Government, providers of telecommunication services and telecommunication systems, radio and television broadcasting operations, public and private wireless operators and others.

### **Major Development Activities of FAB (1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2017)**

#### **Spectrum Auction in 1800 MHz Band**

The FAB approved 10 MHz of paired spectrum for auction on technology neutral basis for NGMS in Pakistan excluding AJK and GB in line with the policy directions from the Federal Government. The said spectrum was auctioned successfully and Mobilink (Jazz) was the successful bidder at the total cost of 295 Million USD excluding taxes. License was awarded to the Mobilink (Jazz) for provision of NGMS in all Pakistan after necessary payment to the Federal Government.

#### **Spectrum Master Plan for Pakistan**

The telecommunications industry is constantly evolving with new technologies being developed to address the market demand or to open up new markets. With the growing demand for wireless communications and spectrum, it is necessary for spectrum management organizations to put in place a framework to coordinate spectrum management activities in a structured and transparent manner. This was the main objective behind development of Spectrum Master Plan for Pakistan. The Master Plan was developed with the assistance of international consultant of ITU, which incorporates international best practices relevant to Pakistan.

The Spectrum Master Plan provides a future roadmap for spectrum allocation as well as spectrum-related policy reviews that are anticipated to take place between 2017 and 2021. This Master Plan will assist Ministry of Information Technology, Pakistan Telecommunication Authority and Frequency Allocation Board in formulating the 3-year rolling Spectrum Strategy – which is a key area highlighted in the Telecommunications Policy 2015.

### **Clearance of Cell/BTS Sites for Cellular Mobile and WLL Licensees**

A total of 4783 BTS site clearance cases of Cellular Mobile Telephone Operators (CMTOs) and 272 BTS sites clearance of WLL Operators have been processed.

### **Establishment of New FM Sound Broadcasting Stations**

The FAB, under the Pakistan Telecommunication (Re-organization) Act, 1996, the PEMRA Ordinance and the Government policies, has been facilitating the establishment of new FM broadcast stations. A total of 66 cases have been processed which were received from the PEMRA and the PBC.

### **Allocation of Frequencies to Civil Armed Forces, Government Agencies, Foreign Missions, Delegates and Private Users, etc.**

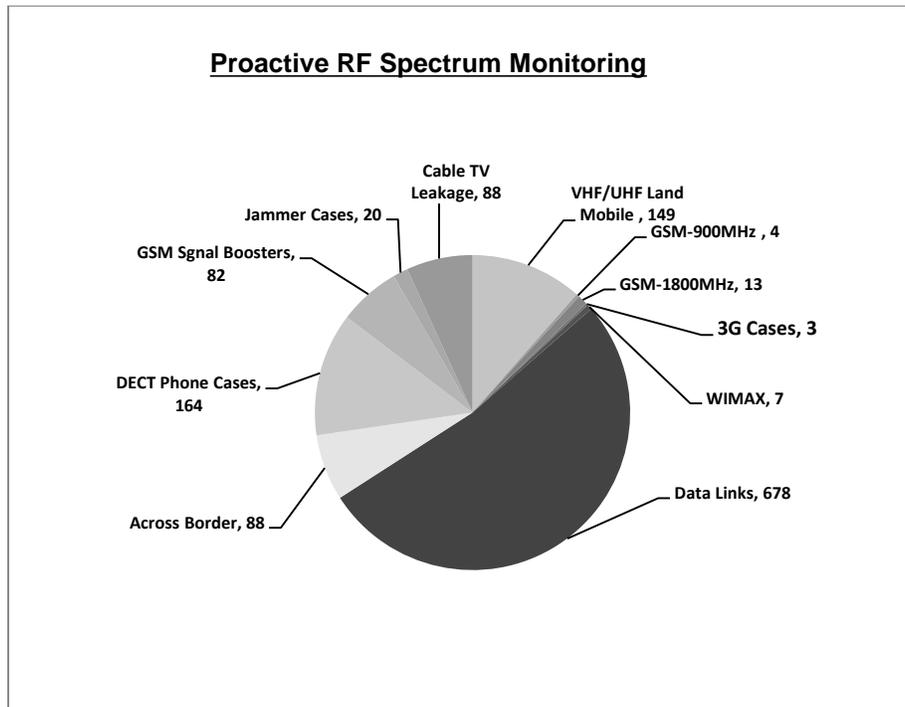
During the financial year, the FAB has processed 266 applications/cases/requests for the assignment of frequencies in HF/VHF/ UHF/SHF range to the Government and Private sector users.

### **Monitoring Activities at FAB**

The FAB has been actively monitoring the frequency spectrum countrywide for deletion of illegal usage. Surveys for cross border spillover of cellular as well as FM signals have also been conducted besides checking the FM radio signals inside the country. 1678 cases of unauthorized use of spectrum were reported during the year. Summaries of Proactive Radio Frequency Spectrum Monitoring, Interference Complaints by Licensed users and Interference Cases-International are as follow:

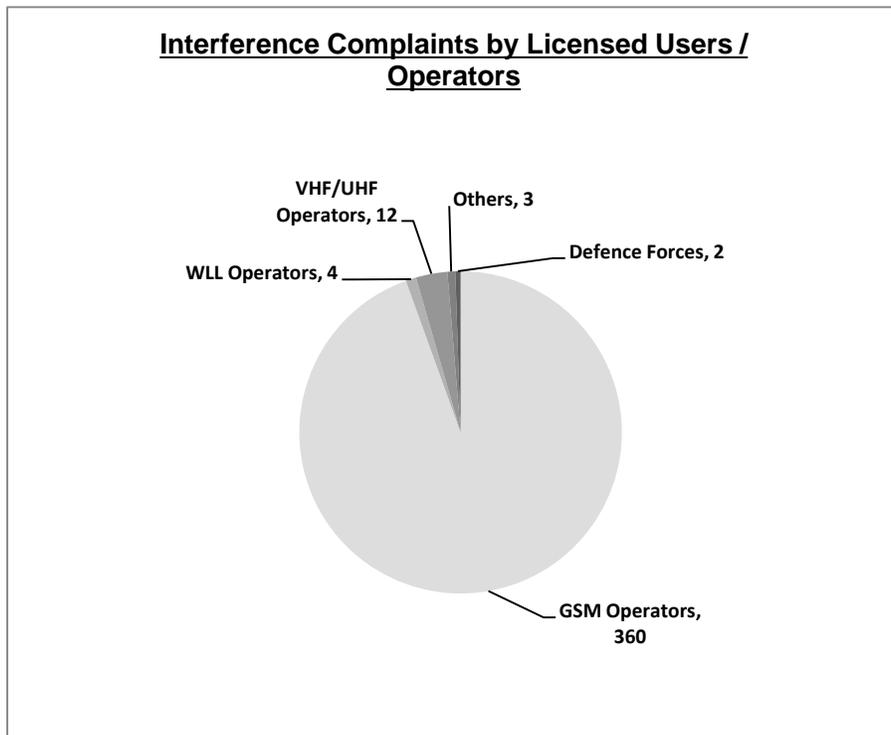
**Proactive Radio Frequency Spectrum Monitoring**  
**July 2016 to June 2017**

S#	Frequency Bands	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Total
1	VHF/UHF Land Mobile	24	13	13	3	10	12	28	2	17	6	13	8	149
2	GSM-900MHz	4	0	0	0	0	0	0	0	0	0	0	0	4
3	GSM-1800MHz	0	0	0	2	1	0	1	8	0	1	0	0	13
4	3G Cases	1	0	0	1	1	0	0	0	0	0	0	0	3
5	WIMAX	3	0	0	2	0	0	0	0	1	0	0	1	7
6	Data Links	77	44	28	65	47	79	41	41	91	63	57	45	678
7	Across Border	0	0	9	45	6	15	2	5	2	3	0	1	88
8	DECT Phone Cases	4	17	8	8	6	5	8	15	12	15	47	19	164
9	GSM Signal Boosters	9	7	4	7	7	6	4	8	5	11	6	8	82
10	Jammer Cases	0	0	3	1	1	3	1	3	2	4	0	2	20
11	Cable TV Leakage	26	5	11	2	3	3	7	11	9	6	0	5	88
<b>Total</b>		<b>148</b>	<b>86</b>	<b>76</b>	<b>136</b>	<b>82</b>	<b>123</b>	<b>92</b>	<b>93</b>	<b>139</b>	<b>109</b>	<b>123</b>	<b>89</b>	<b>1296</b>



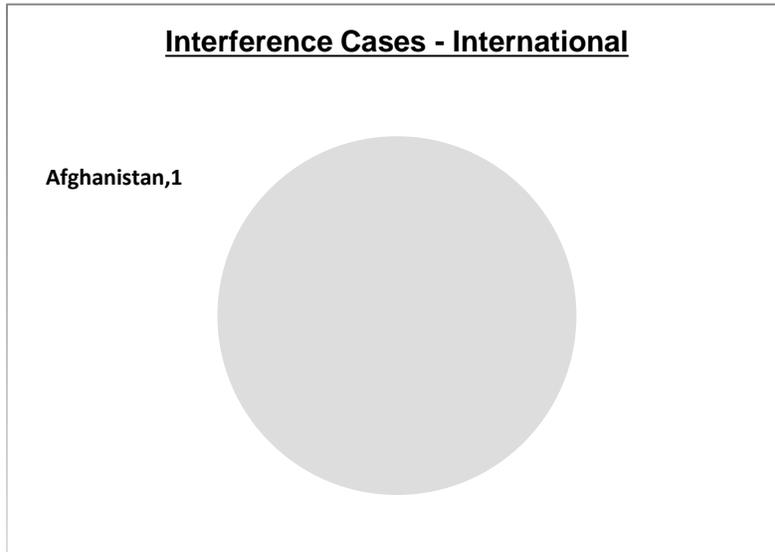
**Interference Complaints by Licensed Users/Operators**  
**July 2016 to June 2017**

S#	Operators \ Month	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Total
1	GSM Operators	19	36	35	28	25	41	27	35	31	30	30	23	360
2	WLL Operators	0	1	1	0	0	1	0	1	0	0	0	0	4
3	VHF/UHF Operators	0	0	2	1	0	1	1	1	1	4	0	1	12
4	Others	0	2	0	0	0	0	0	0	0	0	1	0	3
5	Defense Forces	0	0	0	0	0	0	0	0	0	1	0	1	2
	<b>Total</b>	<b>19</b>	<b>39</b>	<b>38</b>	<b>29</b>	<b>25</b>	<b>43</b>	<b>28</b>	<b>37</b>	<b>32</b>	<b>35</b>	<b>31</b>	<b>25</b>	<b>381</b>



**Interference Cases – International - July 2016 to June 2017**

S#	Operators/ Month	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Total
1	Afghanistan	0	0	0	0	0	0	0	0	0	1	0	0	1
<b>Total</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>								



The monitoring activities of the FAB are enumerated as follows:

- a. **Border area surveys:** A comprehensive monitoring was conducted to identify illegal spillover of FM as well as cellular signals from neighbouring countries into Pakistan. The data helped in identifying the source of harmful interference and was thereafter shared with all stakeholders.
- b. **DECT 6.0.:** An aggressive countrywide campaign was launched for identifying the illegal use of DECT 6.0 phones on receipt of complaints from the cellular mobile operators. These DECT phones are disturbing the operations of cellular mobile networks within the country. A total of 164 cases have been detected to date and reported thereby reducing the interference considerably

and consequently improving the performance of cellular mobile operator's networks, resulting in better experience for the mobile users.

- c. **Jammers Survey:** The installation of jammers in jails and elsewhere has badly affected the performance of commercial cellular networks causing inconvenience to the subscribers. On request of the Cellular Mobile operators, concerted efforts were made countrywide which resulted in identification of illegal jammers at various places and also helped in identifying malfunction in legally installed jammers countrywide. A total of 20 jammers were identified and closed down. Besides 26 cases pertaining to jammers installed in jails were resolved.
- d. **All Pakistan Monitoring Survey for NGMS Auction 2017:** As per direction of the Government of Pakistan for auction of spectrum in 1800 MHz vacant frequency band, a comprehensive monitoring was carried over on all-Pakistan basis before auction and necessary measures have been taken for availability of interference free spectrum. As a result of these surveys the auctions in 850 MHz as well as 1800 MHz bands were carried out thereby resulting in revenues of over USD 719 million to the national exchequer.
- e. **Mobile Signal Boosters:** The illegal installation of mobile signal boosters and repeaters has also been disturbing the cellular networks and causing inconvenience to the subscribers of cellular services. A total of 22 illegal mobile signal boosters were identified and reported to the authority for action.
- f. **CAA Interference Issues:** In the past year the Civil Aviation Authority has reported 04 cases of interference which were resolved after technical monitoring surveys and deliberate analysis.
- g. **Cable Leakage Issue:** Comprehensive monitoring survey was conducted for Cable TV leakage signals and a total of 88 cases were reported to the concerned authorities for imperative action at their end.

- h. ***Illegal Use of Spectrum:*** Illegal use of the frequency spectrum causes revenue loss to the national exchequer besides proving to be a nuisance to the legitimate users. A total of 854 cases have been reported through active monitoring countrywide. It has also facilitated the Government and private users by enforcing better regulation of the frequency spectrum.

#### **Frequency Coordination of PAKSAT Satellite Networks**

1. Frequency coordination of satellite networks ensures harmonious operation and co-existence during simultaneous operation of two or more satellites operating in the Geostationary Orbit under the regulatory framework of International Telecommunication Union (ITU). Frequency coordination is the central and most intricate task for any administration to achieve international recognition by inclusion of its frequency assignments in the Master International Frequency Register (MIFR) of ITU.
2. The FABacts as the notifying administrator of Pakistan at ITU for Satellite Networks. The frequency coordination of GSO and Non-GSO Satellite Networks of Pakistan has been actively pursued during the last one year within the regulatory framework of ITU in order to conclude agreements of frequency coordination on mutually acceptable parameters/conditions which would ensure interference-free operations across the shared frequency bands.
3. Comments/objections have been forwarded to 47 administrations (Russian Federation, Sweden, France, Israel, Japan, Spain, Turkey, United Arab Emirates, Italy, United States of America, India, Republic of South Korea, Azerbaijan, China, Germany, Netherlands, Ukraine, Belarus, Colombia, Cyprus, Luxembourg, Monaco, Papua New Guinea, Singapore, Algeria, Denmark, Iran, Norway, Venezuela, Brazil, Finland, New Zealand, Vietnam, United Kingdom, Ethiopia, Kazakhstan, Canada, Italy, Netherlands, Saudi Arabia, Thailand, Belgium, Qatar, Mexico, Poland, Indonesia and Egypt) in respect of their planned satellite networks

as published in the International Frequency Information Circulars (IFICs) Nos. 2819 to 2841 of ITU, due to possibility of harmful interference in PAK GSO & Non-GSO Satellite and Terrestrial Networks.

4. Proposals for resolution of issues regarding frequency coordination of planned/unplanned Satellite and Terrestrial Networks have been exchanged with Administrations of Morocco, United States of America, Russian Federation, Greece, Cyprus, Sweden, Kazakhstan, Vietnam, Singapore, Japan, Australia, China, Iran, United Arab Emirates, Ukraine, Sweden, Nicaragua, Saudi Arabia, Indonesia, New Zealand, Qatar, United Kingdom, France, India, Germany, Denmark, Norway, Armenia, Belgium, Belarus, Colombia, Corte d'Ivoire, Republic of South Korea, Mauritius, Mexico, Mongolia, Nauru, Thailand, Tonga, Uruguay, Vietnam, Czech Republic, Papua New Guinea, Kazakhstan, Turkey, Algeria, Bulgaria, Hungary, Italy, Algeria, Egypt, Djibouti, Netherlands, Gabonese, Canada, Iraq, Spain and Nigeria.
5. Mutual agreement of frequency coordination in respect of PAKSAT-1R1 and (38°E) PAKSAT-MM1-38.2E (38.2°E) Satellite Networks has been successfully concluded with Australian Satellite Networks.
6. An Agreement of frequency coordination has been concluded with the Administration of Canada in respect of PAKSAT-MM1-38.2E, Canadian ANIK, CANSAT and MSAT (GSO) Satellite Networks.
7. Consolidated Agreement of frequency coordination between the PAKSAT and the Chinese FY-2/FYGEO SAT Satellite Networks has also been successfully concluded.
8. PAKSAT Satellite Networks of Pakistan have been successfully coordinated with H2SAT Satellite Networks of Germany.
9. An Agreement of frequency coordination in respect of the PAKSAT Satellite Networks has been successfully concluded on reciprocal basis with Satellite Networks of

Indonesia. Indonesian Administration has also conveyed its agreement to PAKTES-1 (Non-GSO) Satellite Networks of Pakistan with respect to their LAPANSAT/LAPAN-TUBSAT (No-GSO) Satellite Networks.

10. An agreement of frequency coordination has been successfully concluded with Administration of Kazakhstan in respect of PAKSAT and KAZSAT series Satellite Networks in the C, Ku and Ka Bands.
11. PAKSAT-MM1-38.2E (38.2°E) Satellite Network has been successfully coordinated with Nigerian NIGCOMSAT-1R (42.5°E) Satellite Network.
12. An agreement of frequency coordination has been successfully concluded with Administration of Norway for PAKSAT Satellite Networks with Norwegian DUB DUB and SE-KA Satellite Networks.
13. Agreements have been received from Australian and Serbian Administrations for inclusion of their territories in service area of PAK Planned Band Satellite Network PAKSAT-MM1-38.2E-FSS at 38.2°E.
14. Planned Band Additional Filings (PART-A) for PAKSAT-MM1-38.2E-BSS at 38.2°E Satellite Network intended for Broadcasting Satellite Services in the Downlink Frequency Band 11.7 – 12.5 GHz (BSS) and associated Feeder Link Assignments in the Uplink Frequency Bands 14.5 – 14.8 GHz (FSS) & 17.3 – 18.1 GHz (FSS), have been submitted to ITU.
15. C-Notice Filing for PAKSAT-MM1-38.2E-KA Satellite Network at 38.2°E intending to provide Fixed, Broadcasting and Mobile Satellite Services in the C, Ku & Ka Bands has been submitted to ITU.
16. Technical proposals/comments for resolving cross border issues of cellular and broadcasting services have been exchanged with Administration of Iran, India, and Afghanistan.

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## ABANDONED PROPERTIES ORGANIZATION

The Abandoned Properties Organization (APO) was established under the Abandoned Properties (Management) Act, 1975, to manage the properties left by “specified persons” i.e. those citizens of Pakistan who had the domicile of former East Pakistan and left the country after 16<sup>th</sup> December 1971.

The APO is a self-financing organization, with offices at Islamabad and Karachi. Under Section 4 of the above-mentioned Act, the Federal Government has constituted a Board of Trustees (BOT) for the overall control and management of the Abandoned Properties in Pakistan. The composition of the Board is as follows:

- |   |          |
|---|----------|
| 1) Additional Secretary (III), Cabinet Division,<br>Islamabad.                    | Chairman |
| 2) Joint Secretary, Law Justice and Parliamentary<br>Affairs Division, Islamabad. | Trustee  |
| 3) Joint Secretary/Financial Advisor<br>(Cabinet), Islamabad.                     | Trustee  |
| 4) Secretary, Law Department, Government<br>of Sindh.                             | Trustee  |
| 5) Member (Estate), Capital Development<br>Authority, Islamabad.                  | Trustee  |
| 6) Chief Engineer (North), Pak PWD,<br>Islamabad. (For BoT, Islamabad)            | Trustee  |
| 7) Chief Engineer (South), Pak PWD, Karachi.<br>(For BoT, Karachi)                | Trustee  |
| 8) Commissioner, Karachi. (For BoT, Karachi)                                      | Trustee  |
| 9) Chief Commissioner, Islamabad.<br>(For BoT, Islamabad)                         | Trustee  |

Since its establishment in 1975, the APO has disposed of the following properties:

Nature of Properties Disposed of	APO, Islamabad	APO, Karachi
a) Houses	58	103
b) Shops	07	01
c) Flats	Nil	05
d) Plots	387	223
e) Godown	Nil	01
f) Agricultural Land	2156 kanal, and 01 marla	729.17 acres
g) Jewellery/Gold Ornaments(grams)	468.5	1132.900
h) Shares (Nos)	708,541	13,236,852

The details of the investment made by the APO upto June 2017 in the Government Securities are as follows:

(Rs. Million)

Investment by APO	APO, Islamabad	APO, Karachi
a) NIT Units (Face Value)	25,198,850	Nil
b) Defence Saving Certificates	385,000,000	Nil
c) Pakistan Investment Bond (Face Value)	5,147,666,872	21,035,645,215
d) Special Saving Certificates (Face Value)	437,000,000	892,000,000
e) Shares (Face Value)	15,272,530	28,384,880

The details of the income generated from the Movable Assets during 2016-2017 are as follows:

Source of Income	APO, Islamabad	APO, Karachi
a) Bonus Shares	Nil	21,433 (Nos)
b) Dividend on Shares (Rs)	9,134,494	Rs.2,405,240
c) Profit on Investment (Rs)		
i. NIT	11,339,482	Nil
ii. SSC/Ac.	36,073,125	304,489,369
iii. PIB	608,593,525	2,335,807,583
iv. Rent of APO Houses and flats	3,523,800	3,094,330
v. Rent of Shops and Godown	2,286,000	886,600
vi. Bank Profit	4,601,227	10,449.140

The APO holds title to the following properties:

<b>Nature of Properties</b>	<b>APO, Islamabad</b>	<b>APO, Karachi</b>
a) Houses	11	04
b) Shops	08	05
c) Flats	01	20
d) Plots	05	356
f) Godown	-	02
g) Agricultural Land (under litigation process)	13 kanal (under litigation)	3074.26 Acres
g) Shares (Nos)	1,527,253	1,010,813
h) NIT Unit	2,519,885	25,216 The case of NIT unit is taken up with NIT

The APO plans to auction the above mentioned properties on a gradual basis for implementation of a decision of the Federal Cabinet. The agricultural lands in Sindh are to be transferred to the Government of Sindh as per decision of the Federal Cabinet.

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## DEVELOPMENT WING

Pakistan has lagged behind in the achievement of 34 indicators of the Millennium Development Goals and Targets (MDGs) in comparison to other countries of the region. Pakistan's progress towards MDGs was influenced by a slow growth world over, natural disasters, man-made conflicts, institutional, administrative and political changes in Pakistan. The global community adopted Sustainable Development Goals (SDGs) consisting of 17 goals with 169 targets and 304 indicators covering a broad range of sustainable development issues. These include, inter alia, no poverty, zero hunger, good health and well-being, quality education, gender equality, clean water and sanitation, affordable and clean energy, decent work and economic growth, industry innovation and infrastructure, reduced inequalities, sustainable cities and community, responsible consumption and production, climate action, life below water, life on land, peace, justice, strong institutions and partnerships for the goals. The Parliament has also adopted the achievement of SDGs. Accordingly, there was a need to implement a targeted programme at the grassroots level to achieve sustainable goals, cater to community needs and cover the gaps by providing the missing links. In order to achieve the SDGs, the Cabinet has approved the establishment of Prime Minister's Global SDGs Achievement Programme in following sectors/areas:

(i) **Power Sectors**

- (a) Electrification Schemes.
- (b) Rehabilitation of Electricity Distribution Infrastructure.

(ii) **Gas & Natural Resources**

- (a) Missing gas infrastructure, subject to availability of gas, duly certified by the Ministry of Petroleum and Natural Resources.

(iii) **Social Sector**

- (a) Construction of new schools, upgradation or uplifting of existing schools, including provision of missing facilities.

- (b) Construction of new BHUs and RHCs; upgradation and uplifting of existing facilities, including provision of missing facilities.
- (iv) **Municipal Sector**
- (a) Water supply schemes and filtration plants.
  - (b) Urban sewerage, sanitation and rural drainage schemes.
  - (c) Communal facilities including but not limited to graveyards and public parks.
- (v) **Infrastructure Sector**
- (a) Construction and rehabilitation of farm to market roads.
  - (b) Construction, repair and rehabilitation of roads (district or provincial).

An amount of Rs.20 billion was originally allocated for execution of schemes under the programme. The allocation was enhanced to Rs.42.500 billion for achievement of SDGs under this programme.

The Cabinet in its meeting held on 30-09-2016 approved a comprehensive implementation mechanism and guidelines for execution of the Prime Minister's Global SDGs Achievement Programme. The guidelines have been provided for implementation of the programme to the Provinces. The Provinces that agree to participate in this programme are treated as the participating Provinces. Participating Provinces are allocated funds on an equal sharing basis. So far, only the Punjab is the participating province in the programme. The Provincial Steering Committee (PSC) has been established to oversee and monitor the programme at the provincial level. For execution of the schemes at District and Divisional levels, Divisional Implementation and Coordination Committees (DICC)s have been formed. Composition and TORs of PSC and DICC)s approved by the Cabinet/PIU have already been notified on 10<sup>th</sup> October, 2016.

During the financial year 2016-17, a total of 24,066 schemes costing Rs.56,912.032 million were approved for execution under

the programme till date. Sector-wise breakup of the schemes and the cost is detailed below:

<b>Name of Scheme</b>	<b>Number of Schemes</b>	<b>Amount (Rs. in million)</b>
Gas	248	5,666.011
Infrastructure	2,528	13,221.842
Municipal	9,436	25,714.397
Power	11,684	11,631.214
Social	170	678.569
<b>Total</b>	<b>24,066</b>	<b>*56,912.032</b>

*\* Includes matching contribution from Government Punjab being the only participating province.*

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