

DIRECTORATE OF FINANCE AND ADMINISTRATION
FINANCE BRANCH

AGENDA NO. 01

CONFIRMATION OF MDA'S ANNUAL BUDGET ESTIMATES 2016-17

BACKGROUND:

The Annual Estimated Budget 2016-17 and Actual 2015-16 has been cleared by the Finance Sub Committee. The Governing Body of MDA is empowered to approve the Annual Budget Estimates of MDA (UD Wing).

AIM:

2. To seek the formal approval of Annual Budget Estimates of MDA (UD Wing) for the year 2016-17 and actual 2015-16.

DETAILS:

3. The Annual Budget Estimates of MDA (UD Wing) for the year 2016-17 as well as Revised Budget 2015-16 have been discussed and finalized in the meeting of Finance Sub Committee held on 30-05-2016 in MDA. The minutes of the said meeting are enclosed at **ANNEX-A**. The value added features of budget which include the SOPs regarding loan to the MDA employees for purchase of motor bikes / laptops is at **ANNEX-B & C** respectively. All the observations of Finance Sub Committee have been incorporated in the Budget Estimates 2016-17.

4. As approved by the Finance Sub Committee, total component of Annual Budget Estimates 2016-17 comes to Rs.12108.564 million **ANNEX-D**.

PROPOSAL:

5. The same is placed before the Governing Body of MDA for final approval.

RECOMMENDATIONS:

6. The above proposal is submitted for approval please.

DIRECTORATE OF FINANCE AND ADMINISTRATION
ADMIN BRANCH

AGENDA NO. 02

MDA (APPOINTMENT AND CONDITIONS OF SERVICE) REGULATIONS,
2016

AIM:

To enforce the MDA (Appointment and Conditions of Service) Regulations 2016.

DETAILS/ EXISTING ARRANGEMENTS:

2. MDA (Appointments and Conditions of Service) Regulations, 2016 along with new Schedule of Establishment have been approved by the Governing Body of MDA in its 69th meeting held on 02-06-2016. These regulations have been made effective from 1st July, 2016.

3. The promotion criteria for various posts have been shifted from seniority-cum-fitness basis to mandatory trainings and departmental examination. Recently the instructions of Government of the Punjab for ensuring merit based promotions basing on mandatory training/promotion exam has been received, which has also been approved by the Governing Body of MDA in its 69th meeting so that merit based promotions could be ensured. For this purpose syllabus and schedule of training have been framed accordingly and placed at **ANNEX-E & F** respectively for discussion. The expenditure involved for this purpose will be borne by the department through its self-income.

4. Concerned DPC would be the authority for conducting the promotional examination. Exam for each post will be held biannually. Moreover, it may be conducted on special basis subject to the requirement and approval of concerned DPC. Candidate may be considered exempted from promotional exam if he / she possesses higher qualification in relevant field after 01-7-2016 with permission from Competent Authority. Training institutes and syllabus of examination can also be modified / revised / amended by the Director General MDA.

PROPOSAL:

5. The proposed syllabus and schedule of training for Promotion purpose are hereby placed before the forum for consideration / approval, please.

DIRECTORATE OF FINANCE AND ADMINISTRATION
ADMIN BRANCH

AGENDA NO. 03

**EXTENSION IN APPOINTMENT PERIOD OF MR. SABIR KHAN SADOZAI
AND MR. KHALID PERVAIZ TECHNICAL ADVISORS FOR METRO BUS
PROJECT**

AIM:

To extend the appointment period of Mr. Sabir Khan Sadozai and Mr. Khalid Pervaiz as Advisors (Technical).

DETAILS/ EXISTING ARRANGEMENTS:

2. Section 9 of the Punjab Development of Cities Act, 1976 provides as "The Authority may appoint such officers, advisors, experts, consultants and employees as it considers necessary for the efficient performance of its functions on such terms and conditions as it may deem fit.

3. Mr. Sabir Khan Sadozai and Mr. Khalid Pervaiz were appointed as Advisors (Technical) up to 30th June, 2016 in accordance with the decision of Governing Body of MDA taken in its 67th meeting held on 06-10-2015 and 68th meeting held on 10-02-2016 in connection with Metro Bus Project. They were allowed to draw emoluments equal to BS-20 and BS-18 (last pay drawn) respectively.

4. Metro Bus Project is in its completion phase. Therefore, it is proposed that appointment period of Mr. Sabir Khan Sadozai and Mr. Khalid Pervaiz Advisors (Technical) may be extended for further period of two months up to 31st August, 2016 or till the completion of Metro Bus Project whichever is later on the existing terms and conditions.

PROPOSAL:

5. The matter is placed before the Governing Body of MDA with the request to allow extension in the appointment period of Mr. Sabir Khan Sadozai and Mr. Khalid Pervaiz Advisors (Technical) to work on the existing terms and conditions and remuneration i.e. equal to BS-20 and BS-18 respectively from 01-7-2016 to 31-8-2016 for a period of two months or till the completion of Metro Bus Project whichever is later.

RECOMMENDATIONS:

6. The above proposal is submitted for consideration and approval please.

DIRECTORATE OF FINANCE & ADMINISTRATION
ADMIN BRANCH

AGENDA NO. 04

- BACKGROUND:** (A) REVISION OF BASIC PAY SCALES & ALLOWANCES OF CIVIL SERVANTS OF THE PUNJAB GOVERNMENT (2016)
(B) REVISION OF THE RATES OF ALLOWANCES
(C) GRANT OF SPECIAL CONVEYANCE ALLOWANCE TO DISABLE EMPLOYEES
(D) GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF PUNJAB GOVERNMENT

AIM:

To revise the Pay Scales and Allowances of MDA / WASA employees in compliance of Government policy.

DETAILS/EXISTING ARRANGEMENTS:

2. MDA has adopted Pay Revision Rules 1977 and Basic Pay Scales of Government of the Punjab applicable to Civil Servants of Government of the Punjab. The Government of Punjab, Finance Department vide its circulars:

(A) No.FD.PC.2-1/2016 dated 18-07-2016 (**ANNEX-G**), has sanctioned Revision of Basic Pay Scales & Allowances with effect from 1st July, 2016 @ 10% to all Civil Servants of Government of the Punjab.

(B) No.FD.SR-I/9-28/2016 dated 18-07-2016 of Finance Department (**ANNEX-H**), has sanctioned revision of the rates of following allowances with effect from 01st July, 2016 for the Civil Servants of the Punjab Government as detailed below:-

S#	Name of Allowance	Existing Rate	Revised Rates
i)	Integrated Allowance	Rs.300/- p.m.	Rs.450/- p.m.
ii)	Washing Allowance	Rs.100/- p.m.	Rs.150/- p.m.
iii)	Dress Allowance	Rs.100/- p.m.	Rs.150/- p.m.

(C) No.FD(PR)12-5/2015 dated 18-07-2016 of Finance Department (**ANNEX-J**), has grant Special Conveyance Allowance to disable employees of Punjab Government @ Rs.1,000/- per month in addition to normal Conveyance Allowance, with effect from 01st July, 2016. Following terms and conditions will be applicable for admissibility of this allowance:

- a) It will be allowed to those Punjab Government employees who have been appointed against disable employees' quota, or they have been declared / certified as disable by an authorized Medical Board thereafter during service.
- b) It will not be admissible during leave of any kind, except medical leave upto one month or casual leave.

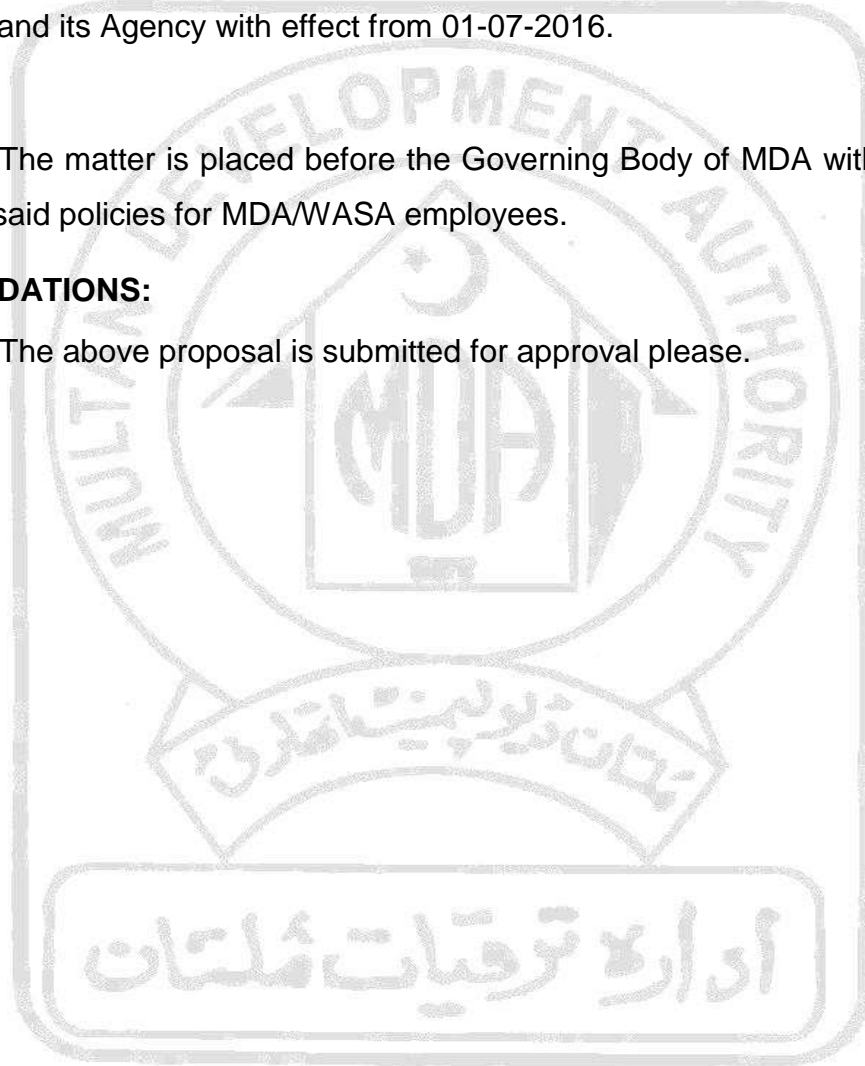
(D) No.FD.SR-III/4-178/2016 dated 18-07-2016 of Finance Department (**ANNEX-K**), has granted increase in pension @ 10% of net pension with effect from 01st July, 2016 until further order to all civil pensioners of Government of the Punjab. MDA has adopted Punjab Civil Service Pension Rules for its retired employees including its Agency and paying pension as per above said rule and in the light of policy issued by Punjab Government from time to time. It is proposed that as per previous practice the aforesaid increase as granted by the Government may be adopted for MDA retired employees and its Agency with effect from 01-07-2016.

PROPOSAL:

3. The matter is placed before the Governing Body of MDA with the request to adopt above said policies for MDA/WASA employees.

RECOMMENDATIONS:

4. The above proposal is submitted for approval please.



DIRECTORATE OF ESTATE & LAND MANAGEMENT

AGENDA NO: 05

SUBJECT/BACKGROUND:

Journalists Block in Fatima Jinnah Phase-II.

AIM:

2. Recovery of outstanding cost of land and development charges of Journalists Block.

DETAIL/EXISTING ARRANGEMENTS:

3. Multan Development Authority launched Fatima Jinnah Town Phase-II in the year 2006-2007. During that period then Chief Minister Punjab visited Multan on 7-1-2007 and directed the MDA Authorities to allot 500 plots of 10 marla each to the Journalists at the tentative cost of Rs. 500,000/- per plot out of which 2,50,000/- per plot shall be paid by the Government of Punjab while the remaining shall be recovered from Punjab Journalists Housing Foundation. In this regard a summary was initiated and submitted to the Chief Minister Punjab through Secretary HUD&PHE Department which was approved by the then Chief Minister Punjab and amount of Rs. 125.000 million was released in favour of MDA. On receipt of the above said amount, a separate block "J" in Fatima Jinnah Phase-II was developed consisting of 534 plots of 10 marla each. After that an amount of Rs.238.016 million was received from the PJHF through different Cheques during the years 2008 and 2009, thus the total amount received in MDA regarding the cost and development charges of the said block is Rs. 463.016 million.

4. The applications for allotment in the Block-J were called by the Punjab Journalists Housing Foundation and thereafter allotment of 534 plots was made by the Foundation itself without any participation of MDA. Due to the revision in the PC-I the development cost of the land was enhanced, hence the total cost of the Journalists Block as per revised PC-I was calculated as Rs. 45,12,30,000/- and after deduction of the total amount received from the Government as well as Foundation, the balance amount recoverable against the said block comes to Rs. 8,82,14,000/- and Multan Development Authority since so many years is demanding the amount from the Punjab Journalists Housing Foundation but could not yet succeed to recover the above said amount due to the reason that the Foundation was continuously asking to review the rates of development charges which are on higher side as per their contention.

5. In this regard, a meeting was convened on 3-5-2016 with the Administrator Lt. Col (Rtd) Mr. Athar Nasir, Punjab Journalist Housing Foundation, Lahore, wherein the Administrator again requested to review the rates of development charges. In accordance with the request of the Administrator PJHF and subsequent request of the President Multan Press Club, a Committee comprising on the following was constituted to take up the request made by PJHF and put up recommendations within legal parameter:

1. Director Engineering, MDA (Convener)
2. Director E&LM MDA.
3. Deputy Director (Finance) MDA.

6. In this connection responsible officers/officials of the Engineering Dte. were asked to recheck the cost of Journalist Block and identify the areas of concession if possible for consideration as per request of the PJHF. The development cost was thus reviewed and placed before the Committee for deliberation. It was apprised that maintenance cost of Rs. 4.024 million was assessed for the period of 5 years for J-Block. The PJHF and the Journalists are of the view that the above said expenses of maintenance may not be recovered from them as they are ready to give an undertaking that they will not claim any maintenance from MDA after handing over of the possession of the Block. However, the committee recommended that MDA should not withdraw the responsibility of maintenance. However, its period can be reduced from 5 years to 2 ½ years. Accordingly the expenses of maintenance which were Rs. 44.024 million were reduced to Rs. 22.012 million. It was further pointed out that the previous share of J-Block in Grid Station cost was assessed as Rs. 30.610 million on the basis of its estimated cost Rs. 426.906 million which as per Demand Notice of MEPCO has been reduced upto Rs. 392.037 million. Accordingly the share of J-Block is reduced from 30.610 million to Rs. 18.365 million. In this way the committee in order to resolve the long outstanding issue and to ensure the recovery of MDA the committee recommended that the differential amount of Rs. 40.377 million may be waived off from the applicants (journalists) subject to the condition that Punjab Journalists Housing Foundation may allow to deal the matter directly with the allottees. The President Press Club Multan shall ensure undertaking of every allottee/journalist in the shape of affidavit on stamp paper of the value Rs. 50/- that they will pay the dues upto 31-12-2016 and not claim maintenance from the MDA. In case they fail to deposit such dues as per their share they shall be liable to pay the fine as levied by MDA. The Committee also recommended that the above said proposal shall be subject to the confirmation of the Governing Body of MDA. Recommendations of the committee are **ANNEX-L**.

PROPOSAL:

7. In order to resolve the long outstanding issue and to ensure the recovery the recommendations of the committee are placed before the Governing Body for approval please.

RECOMMENDATIONS:

8. Keeping in view the explanation given above, the house is requested to approve the proposal.

DIRECTORATE OF ESTATE & LAND MANAGEMENT**AGENDA NO: 06****SUBJECT/BACKGROUND:**

Carrying out the transfer proceedings of the plots through an error free process by Sub Registrar/BS-17.

AIM:

2. To carry out transfer proceedings through a proper mechanism/through Registrar.

DETAIL/EXISTING ARRANGEMENTS:

3. It is in the function of Multan Development Authority to develop the housing schemes in the areas of its jurisdiction, thereafter allot the plots and transfer the properties on the request of allottees. At present MDA is completing the process through a manual way. The allotted plots are being transferred by the Deputy Director Estate Management while the exemptee plots are being transferred by the Deputy Director Land Management after recovery of transfer fee, dues and taxes prescribed by the Government. In the other Departments except MDA, the transfer proceedings are well managed and even the proceedings are being completed through a well-organized manner, while the proceedings of transfer in MDA are still going on through a manual way, which creates many problems not only for the scrutiny of the files but also towards the identification of the parties. In this way, it is now decided that the process will be completed by establishing a separate office room where the video recording of the proceedings will be ensured including the installation of internet duly linked with the NADRA to identify the parties as well. Accordingly it is suggested that officer not below than the rank of grade-17 shall be posted as Sub Registrar who shall conduct the whole transfer proceedings of all plots (allottee, Katchi abadis and exemptee) at his own and will complete the transfer proceedings instead of Deputy Director Estate Management and Deputy Director Land Management. In this way we will be able to complete the task through a well-organized manner and error free process. The post of Sub Registrar along with requisite staff has already been created in 69th Governing Body meeting.

PROPOSAL:

4. The proposal is placed before the House for consideration.

RECOMMENDATION:

5. The House is requested to approve the proposal for the smooth functioning of this office through a well-organized manner.

DIRECTORATE OF ESTATE & LAND MANAGEMENT

AGENDA NO: 07

DE-NOTIFICATION OF LAND MEASURING 16 MARLA BELONGING TO MR. MUHAMMAD BAKHSH

BACKGROUND:

Application of Muhammad Bakhsh s/o Muhammad Ramzan pending with Provincial Ombudsman Punjab, Multan.

AIM:

2. De-notification of land measuring 16 marla belonging to Mr. Muhammad Bakhsh s/o Muhammad Ramzan.

DETAIL/EXISTING ARRANGEMENTS:

3. The facts involved into the matter are that a piece of land measuring 16 marla belonging to Muhammad Bakhsh s/o Muhammad Ramzan was acquired for New Shah Shams Housing Scheme, whose application is now pending before the Provincial Ombudsman for exclusion of the area from the housing scheme. The applicant's land measuring 16 marla was acquired by MDA vide Award dated 10-9-1984 for development of housing scheme with the name and style of New Shah Shams Housing Scheme. Since the acquisition, the applicant was pouring applications at different forums for exclusion of the land where as per his contention he is residing.

4. As a result of his efforts, he was succeeded to get a directive of Chief Minister Punjab received in this office through HUD & PHE Department vide letter No. SO (DA)HP&EP-3-21/87 dated 22-11-1987 (**ANNEX-M**). In the orders mentioned above, it was directed that the land belonging to the applicant may be excluded from the scheme. In response to the above said order, a letter bearing No. 18684/EM/MDA dated 24-12-1987 was written to the Deputy Commissioner Multan for publication of de-notification in the Punjab Gazette (**ANNEX-N**). During the process, another letter bearing No. SO(I&C)-HP&EP-3-7/87 dated 23-11-1987 was received in MDA to stop the proceedings of de-notification if the matter of de-notification is still pending. After receipt of the above said letter the proceedings for de-notification were stopped but the applicant is still insisting for de-notification of the area belonging to him. In fact some misperception is involved in this case. It was directed by the then Chief Minister Punjab that the area of 01 kanal 01 marla belonging to the applicant may be excluded from the scheme but in fact only 16 marlas from his ownership measuring 1 kanal 1 marla was acquired by MDA. Therefore, the

exemption demanded by the applicant is considerable only upto the extent of 16 marlas acquired by MDA. In earlier correspondence the applicant approached MDA for de-notification in response to the directive of the Chief Minister Punjab but as another letter was received from the Government to stop the proceedings, the revalidation of the Chief Minister's directive was sought from the Government which has now been finalized and communicated vide letter No. SO(H-II)5-5/2012 dated 24-01-2014, wherein MDA is directed to place the matter before the Governing Body and outcome be communicated to them for further process (**ANNEX-O**).

5. At present an application of the ex-land owner Mr. Muhammad Bakhsh s/o Muhammad Ramzan is pending before the Provincial Ombudsman wherein he has prayed for de-notification of the area as per decision made by the Government (**ANNEX-P**).

6. It is evident from the record that the compensation of the land has not yet been received by the ex-land owner and no development has yet been made by MDA as shown in the layout plan of the scheme. No plot has been carved out on the land of the applicant. Therefore, no question arises regarding revision of the layout plan of the scheme. The applicant is a retired teacher and since the acquisition he is requesting for exclusion of his area from the housing scheme as the land acquired from him is a part of impact Abadi where his house is located, as such de-notification of the land shall not effect the scheme.

7. In the 69th meeting the item was deferred for further elaboration of site plan to know whether the site is a part of scheme or separate and no plot is carved out over there. The site plan is Annexed which does indicate that the area proposed for exclusion is a part of compact Abadi which is not a part of the scheme and no plot is carved out on the area proposed for exclusion. The proposal is resubmitted for approval please.

PROPOSAL:

8. In the light of the facts mentioned above, the matter is resubmitted before the House for recommendations of exclusion of the land belonging to Mr. Muhammad Bakhsh s/o Muhammad Ramzan measuring 16 Marla already acquired for the Housing Scheme known as New Shah Shams Housing Scheme for onward submission to the Government for final decision with reference to letter No. SO(H-II)5-5/2012 dated 24-01-2014.

RECOMMENDATION:

9. The matter is resubmitted before the Governing Body for kind consideration and recommendations as proposed above please.

DIRECTORATE OF ESTATE & LAND MANAGEMENT

AGENDA NO: 08

SUBJECT/BACKGROUND:

Settlement of controversy regarding monthly rent of MDA Guest House rented out to Parks and Horticulture Authority Multan for the establishment of their offices.

AIM:

2. Execution of tenancy agreement with PHA, Multan.

DETAIL/EXISTING ARRANGEMENTS:

3. The Parks and Horticulture Authority was initially an Agency established by the Government and was working under the administrative control of MDA but later on it attained the status of the Authority on 04-08-2014 and now functioning as an independent Authority in Multan. At the time of its establishment as an Agency of MDA, Multan Development Authority allowed the Agency to establish their offices in the MDA Guest House and accordingly 42 rooms of the building were given to them for the smooth functioning of their Administration. After attaining the status of an independent Authority, MDA started the demand of rent against the 42 rooms under their control where they have established their offices. Since then the dispute in between two departments is coming that the MDA is demanding the rent @ Rs. 7000/- per room per month as assessed by Excise & Taxation Department Multan while the PHA is requesting to reduce the quantum of rent. In this connection, the negotiations were initiated with the Director General Parks and Horticulture Authority who was of the view point that the Excise & Taxation Department has assessed the rate on commercial basis while the PHA is using the building other than the commercial purposes and they have established their offices in the building. As such the rent on the commercial basis rate is not justified, therefore, PHA offered that they are ready to pay @ Rs. 5500/- rent for each room they utilized during the year 2014 while they will pay Rs. 6000/- per month rent for each room for the year 2015 and for the year 2016 they will pay rent with 10% increase. In order to consider this offer, a committee comprising on the following was constituted:

1. Mr. Nazir Ahmad Chughtai, Director Engineering, MDA.
2. Rana Rizwan Qadeer, Director Finance & Admin, MDA.
3. Mr. Moosa Khan, Director Estate & Land Management, MDA.
4. Mrs. Faiqa Sahar Manzar, Dy: Director Finance, MDA.

4. During the proceedings of the committee, another request of the Director General PHA was received in which it was requested that the amount of repair work may

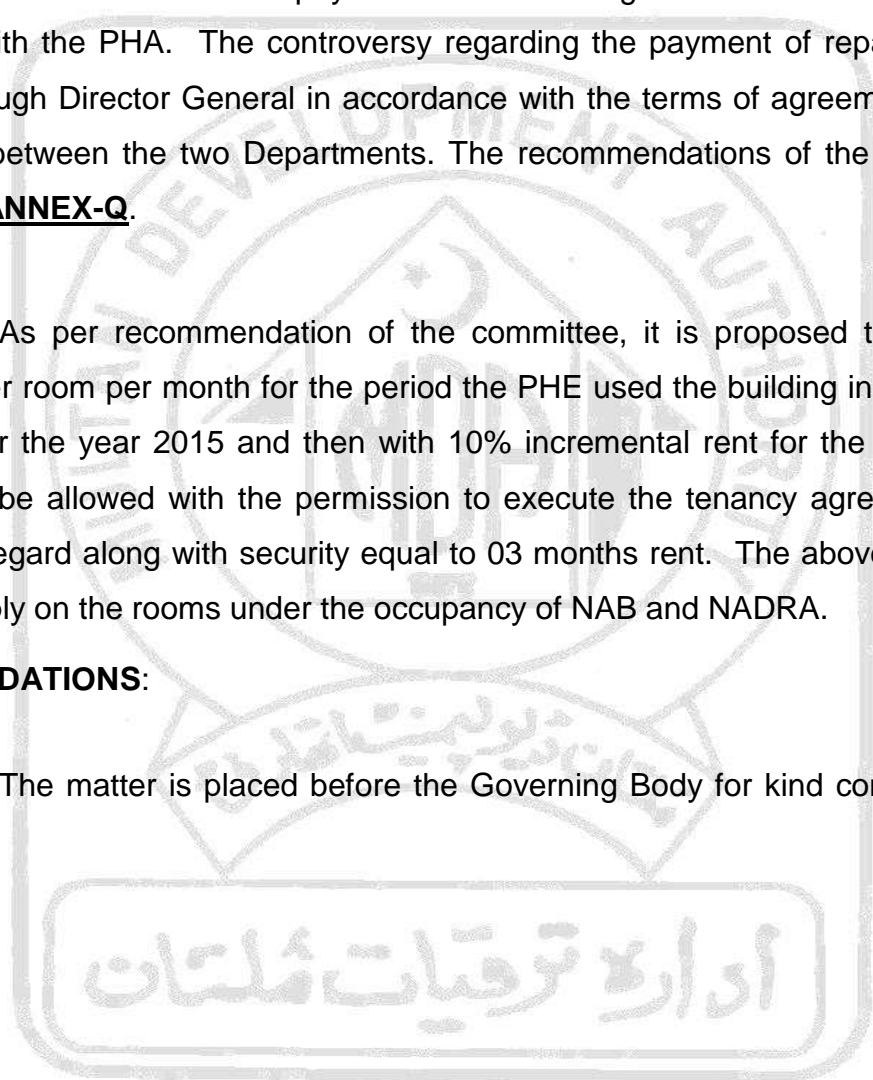
be adjusted against the outstanding dues of rent and the remaining demand may be forwarded as per their offer for payment please. In this way the above said fact was also considered by the committee and it was recommended by the committee that the matter for reduction of the rent as per offer of the DG PHA may be placed before the Governing Body for approval while the request of the DG PHA towards the adjustment of the cost of the repair work which shall be decided by the same committee along with 2 representatives of PHA after the payment of outstanding rent and execution of tenancy agreement with the PHA. The controversy regarding the payment of repair work will be resolved through Director General in accordance with the terms of agreement likely to be executed in between the two Departments. The recommendations of the committee are attached as **ANNEX-Q**.

PROPOSAL:

5. As per recommendation of the committee, it is proposed that the rent of Rs. 5500/- per room per month for the period the PHE used the building in the year 2014, Rs. 6000/- for the year 2015 and then with 10% incremental rent for the year 2016 and onward may be allowed with the permission to execute the tenancy agreement with the PHA in this regard along with security equal to 03 months rent. The above said proposal shall also apply on the rooms under the occupancy of NAB and NADRA.

RECOMMENDATIONS:

6. The matter is placed before the Governing Body for kind consideration and approval.



DIRECTORATE OF TOWN PLANNING

AGENDA NO: 09

**APPROVAL OF BUILDING PLANS ON CONTROLLED ROAD METRO
BUS ROUTE, MULTAN**

BACK GROUND:

MDA got building control of Metro Bus Route and in pursuance of the decision of Governing Body of MDA, Multan in its 68th meeting held on dated 10-02-2016, notified in Punjab Gazette dated 18-03-2016 for implementation / enforcement of building control.

AIM:

2. Approval of building plans, specifically those cases whose land/area were partially acquired for the purpose of Metro Route without observing the codal formalities of building byelaws of MDA.

DETAILS/EXISTING ARRANGEMENTS:

3. MDA is controlling the Metro Bus Route since 10-02-2016 and enforced the building control on said route. Accordingly, MDA served the notices to all those constructions which were being executed after the acquisition of land. In compliance of the notices, approximately 40-50 building plans were submitted in Town Planning Directorate for approval. But these building plans are still pending in TP Dte. due to the reasons that who will approve these building plans? Because the submitted building plans do not fulfil the requirements of MDA Building and Zoning Regulations, 2007 such as setback, parking and NOCs etc. Moreover it is added that as per clause 10.6 of Building Regulation of MDA, the High Level Design Committee headed by District Coordination officer (DCO) is to competent to scrutinize the building plans of notified controlled roads. So in the present scenario, it is difficult for Town Planning Directorate to proceed the said cases for HLDC's approval.

PROPOSAL:

4. Keeping in view the above situation it is proposed that two types of building plans shall be treated as follows:

- A. Partially Acquired and construction is on remaining land or want to construct Building on remaining land.
- B. Owners have added or want to add more area on vacant plots.

The cases of category A shall be scrutinized by the Building Plan Scrutiny Committee of MDA and shall be approved by Additional Director General, MDA and rest the cases shall be dealt in HLDC as per Building Bylaws of MDA.

RECOMMENDATIONS:

5. The matter is placed before Governing Body for consideration & approval please.

DIRECTORATE OF URBAN PLANNING

AGENDA NO: 10

**RELAXATION OF MORTGAGING 20% SALEABLE AREA OR BANK
GUARANTEE IN LIEU OF DEVELOPMENT WORKS**

BACK GROUND:

Since the creation of MDA, several housing schemes were approved to fulfill the need of housing sector of general public of Multan city with certain terms & conditions which were developed by private as well as by the co-operative housing societies. There were two major conditions, one of them was that the owner /sponsors have to transferred the areas under roads, open space sites of public buildings, parks, graveyard etc. in favor of MDA, while the 2nd was to mortgage the 20% saleable area OR furnished Bank guarantee equal to the cost of development works of the scheme to ensure the provision of civic facilities but with the passage of time, it has been observed that the most of the owners/ sponsor fulfill the former condition, but failed to get mortgage of the saleable area in favor of Authority, in spite of that they had executed the development works in these housing schemes,, which had been done in partial or in segments, and the owners had fraudulently sold out these plots to innocent peoples As the result the residents of schemes are not fully enjoying the uniform civic facilities.

AIM:

2. To provide the uniform civic facilities for inhabitants of whole schemes by completing the development Works in the scheme and regularize the old case for the best interest of general public.

DETAILS/EXISTING ARRANGEMENTS:

3. The MDA has taken the stern legal action against the developers/ sponsors and issued notices, show causes, filed the challan in the court of special judicial magistrate of MDA and FIRs are also registered in police stations. In response to MDA stern action the developers/sponsors have requested to MDA for the relaxation of mortgaged condition of plots, as they had almost completed the development works. They requested to assess the development work in the scheme, after assessment report they are ready to furnish the bank guaranty or mortgage saleable area equal to the cost of balance / remaining development works.

PROPOSAL:

4. Governing body is requested to allow for relaxation of the mortgaged condition of 20% of saleable area against the completion of development works of schemes. However, completed work should be verified as per approved services design/ specifications. The balance / remaining work would be assessed by the assessment committee and bank guaranty or mortgage saleable area would be obtained against the remaining development works from the Owners/Developer. The owners / developers would be directed to complete balance / remaining works; otherwise MDA may be authorized to complete the remaining work by forfeiting the amount of bank guarantee or mortgaged area. However, this relaxation would be granted one time to schemes with subject to fine / penalty @ Rs. 1000 / kanal for cases obtained PPP / Provisional approval prior to Punjab Private Housing Schemes and Land Sub-Division Rules, 2010. After approval granted by the Governing Body same would be advertised in newspapers for seeking written applications from owners / Developer of the schemes within 03 months from the date of publications.

RECOMMENDATIONS:

5. The matter is placed before Governing Body for consideration & approval please.

DIRECTORATE OF URBAN PLANNING

AGENDA NO: 11

REORGANIZATION OF PRELIMINARY PLANNING PERMISSION COMMITTEE FOR APPROVAL OF PRIVATE HOUSING SCHEMES & LAND SUB DIVISIONS

BACK GROUND:

Preliminary Planning Permission (PPP) Committee was constituted by Worthy Director General MDA for scrutiny of Private Housing Scheme & Land Sub Divisions. The PPP Committee was comprised on following members:

- | | |
|------------------------------------|------------|
| 1. Additional DG MDA | (Chairman) |
| 2. Director Town Planning, MDA | (Member) |
| 3. Director Engineering, MDA | (Member) |
| 4. Director Estate Management, MDA | (Member) |
| 5. SOT, MDA | (Member) |

AIM:

2. To reorganize the PPP Committee for approval of Private Schemes & LSD due to conception of separate Directorate of Urban Planning, MDA.

DETAILS/EXISTING ARRANGEMENTS:

3. Previously, the affairs of Private Housing Schemes & LSDs were dealt under the Directorate of Town Planning. Now a separate Directorate has been created by getting approval from the 69th Governing Body for controlling of Private Housing Scheme & LSD with name of Directorate of Urban Planning.

PROPOSAL:

4. Governing Body is requested to reorganize the Preliminary Planning Permission Committee comprising on following members for scrutiny of private Housing Scheme & LSDs:

- | | |
|------------------------------------|------------|
| 1. Additional DG MDA | (Chairman) |
| 2. Director Urban Planning, MDA | (Convener) |
| 3. Director Engineering, MDA | (Member) |
| 4. Director Estate Management, MDA | (Member) |
| 5. Director Town Planning | (Member) |
| 6. SOT, MDA | (Member) |

RECOMMENDATIONS:

5. The matter is placed before Governing Body for consideration & approval please.

DIRECTORATE OF URBAN PLANNING**AGENDA NO: 12****PENALTIES / FINES ON PRIVATE SCHEMES & LSD WHERE DEVELOPMENT STARTED PRIOR TO APPROVAL OF MDA****BACK GROUND:**

It is stated Government of Punjab has framed Punjab Private Housing Scheme & land Sub Division Rules 2010 for all over the Punjab Province. Multan Development Authority has also adopted the same rules for control of Private Housing Scheme & LSDs in his jurisdiction.

2. During the approval and processing of the cases of the Private scheme and LSD for approval, it came into notice that many land owners / Developer started illegal development as whole and / or partially prior to get approval from MDA.

AIM:

3. To discourage the developer of the schemes for carrying out illegal development prior to final approval and to ensure the execution of development Work in accordance with parameters under the law after getting formal approval for best interest of general public.

DETAILS/EXISTING ARRANGEMENTS:

4. According to the Punjab Private Housing Scheme & LSD Rules 2010 there is no penalty recommended for such illegal activities being carried out by the developers in violation to the Rules apart from that the MDA serve Notice u/s 39(i), 39(ii) and issue demolishing, sealing order.

PROPOSAL:

5. Governing Body is requested that the developer / Owners of the scheme / LSD should be discouraged by imposing fines / penalties @ of **Rs. 1000 / kanals /year** for the LSDs having area up to 100 kanals, **Rs. 1500/Kanal/year** having area 100-300 Kanals, **Rs. 2000 / kanal / year** schemes having area more than 300kanals where development started prior to getting PPP and **Rs. 500/ kanals /year** for the LSDs having area up to 100 kanals, **Rs. 1000/day/year** having area 100-300 Kanals, **Rs. 1500 / day / year** schemes having area more than 300 kanals where development started after getting PPP. The penalty / fine proposed would be applicable on all case pending for final approval in MDA up to 30.06.2016. The development period would be evaluated / calculated through satellite imagery and / or through the date of first notices issued by the department.

RECOMMENDATIONS:

6. The matter is placed before Governing Body for consideration & approval please.

DIRECTORATE OF ADMN & FINANCE WASA (MDA) MULTAN
FINANCE BRANCH

AGENDA NO: 13

CONFIRMATION OF WASA (MDA) MULTAN ANNUAL BUDGET ESTIMATES 2016-2017 AND REVISED / ACTUAL BUDGET 2015-16

BACKGROUND:

The Annual Budget Estimates 2016-2017 and Actual/Revised Budget 2015-2016 has been cleared by the Finance Sub Committee. The Governing Body of MDA is empowered to approve the Annual Budget Estimates of WASA (MDA) Multan.

AIM:

2. To seek the formal approval of Annual Budget Estimates of WASA (MDA) Multan for the year 2016-17 and Actual/Revised Budget 2015-16.

DETAILS:

3. The Annual Budget Estimates of WASA (MDA) Multan for the year 2016-17 as well as Actual/Revised Budget 2015-16 have been discussed and finalized in the meeting of Finance Sub Committee held on 30.05.2016 in MDA Multan. The Minutes of the said meeting are enclosed at **ANNEX-R**. All the observations of Finance Sub Committee have been incorporated in the Budget Estimates 2016-17.

4. As approved by the Finance Sub Committee, Total component of Annual Budget Estimates 2016-2017 comes to Rs.2816.572 Million (**ANNEX-S**).

PROPOSAL:

5. The same is placed before the Governing Body of MDA for final approval.

RECOMMENDATIONS:

6. The above proposal is submitted for approval please.

DIRECTORATE OF ADMIN & FINANCE WASA MULTAN

AGENDA NO: 14

IMPLEMENTATION OF UNIFORM AUTOMATED FINANCIAL MANAGEMENT SYSTEM BY WASA MULTAN

BACKGROUND:

Improvement in governance cannot be achieved without a well-structured Financial Management System. At present WASA Multan is operating manual Accounting System. Such system does not comply with Government approved Accounting System envisaged under New Accounting Model (NAM). A Uniform Automated Financial Management System has been developed by Government of the Punjab under project namely "Punjab Cities Governance improvement Project" for the all five WASAs of Punjab in compliance with applicable international public accounting standards. As per HR Capacity Assessment Finance Directorate of five WASAs in Punjab, the detail of existing available staff and proposal for creation of Finance Directorate in WASA Multan along-with creation of new professional staff are submitted as under:-

a) **EXISTING STAFF WITH CREATION OF PROFESSIONAL STAFF IN FINANCE DIRECTORATE WASA MULTAN**

S#	NOMENCLATURE OF POST	BPS	Sanctioned Staff strength of Finance Section	Existing staff in Finance Directorate	Required staff as per Financial Management System for Finance Directorate	New posts to be created for Finance Directorate
1.	Deputy Managing Director Finance	19/20	--	--	01	01
2.	Director Finance	19	--	--	01	01
3.	Deputy Director Finance (Accounts, expenses, payroll)	18	01	01	03	02
4.	Assistant Director Finance (Budget, Cash, Accounts, expenses, works, Pension, payroll)	17	02	02	07	05
5.	Senior Accountant/ Divisional Accountant	15	02	02	07	05
6.	Accounts Assistant/Cashier/Auditor	13	04	04	08	04
7.	Record Keeper	11	--	--	01	01
Total			09	09	28	19

b) **PROPOSED CRITERIA FOR APPOINTMENT OF PROFESSIONAL STAFF IN FINANCE DIRECTORATE WASA MULTAN**

S#	POST	BPS	NO. OF POSTS	MINIMUM QUALIFICATION & EXPERIENCE	METHOD OF RECRUITMENT
1.	Deputy Managing Director Finance	19/20	01	As per Govt. policy applicable in all five WASAs in Punjab.	By deputation from Govt. of the Punjab
2.	Director Finance	19	01	Member of professional accounting / financial body with 05-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 10 years of post-qualification experience	Open Competition / Promotion / Deputation / Transfer

3.	Deputy Director Finance – Accounts	18	01	Member of professional accounting / financial body with 03-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 07 years of post-qualification experience	meeting the minimum requirement of qualification and experience for respective post.
4.	Deputy Director Finance – Expenses	18	01	Member of professional accounting / financial body with 03-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 07 years of post-qualification experience	
5.	Deputy Director Finance – Payroll	18	01	Member of professional accounting / financial body with 03-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 07 years of post-qualification experience	
6.	Assistant Director (Budget)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience	
7.	Assistant Director (Cash)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience	
8.	Assistant Director (Accounts)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience	
9.	Assistant Director (Expenses)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience	
10.	Assistant Director (Works)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience	
11.	Assistant Director (Pension)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience	
12.	Assistant Director (Payroll)	17	01	Member of professional accounting / financial body with 01-years of post-qualification experience OR Master's degree in business, Finance, Accounts or commerce from a recognized institute with 03 years of post-qualification experience.	

13	Senior Accountant	15	07	Master's degree in business, Finance, Accounts or commerce from a recognized institute with 02 years of experience OR Graduation / bachelor degree business, Finance, Accounts or Commerce from a recognized institution with 03-years of experience
14	Accounts Assistant	13	01	Graduation / bachelor degree business, Finance, Accounts or Commerce from a recognized institution.
15	Cashier	13	01	Graduation / bachelor degree business, Finance, Accounts or Commerce from a recognized institution with 02-years of treasury / cash handling experience.
16	Record Keeper	11	01	Higher Secondary School Certificate (Second Division) from a recognized board. A speed of 25 W.P.M of tying on computer in English and Proficient in MS Office of any other compatible office application and he shall demonstrate such proficiency.

AIM:

The aim of this agenda is to re-draft, revise and update the existing accounting manuals, and to develop uniform system of accounts and policies, procedures, reporting requirements, business processes and such other items, which would support a comprehensive accounting resource, consistent with an ERP environment and compliant with the New Accounting Model (NAM) which is mainly compliant with IPSASs.

PROPOSAL:

Housing Urban Development and Public Health Engineering Department (HUD&PHED), Government of the Punjab has supplied **Uniform Financial Management Manual Volume-I (Policies Manual) & Volume-II (FM Procedures Manual and FM Forms)** vide letter No.SO(UD)1-34/2011 dated 12.05.2016 and directed that Financial Management System may be placed before the Governing Body of MDA and get it approved for implementation and intimation may be furnished to the Government (copy of aforesaid letter along with its enclosures are attached at **ANNEX-T**). In this regard it is proposed that the approval for creation of Finance Directorate along-with creation of new professional staff in WASA Multan. The proposed criteria for appointment of new professional staff in Finance Directorate may be considered and approved as per Government direction to adopt the (NAM) New Accounting Model System with effect from current financial year 2016-17 in the light of **FM Procedures Manual, Volume, I-II and FM Forms etc.**

RECOMMENDATIONS:

The matter is placed before the Governing Body for consideration / approval please.

DIRECTORATE OF ADMIN: & FINANCE WASA MULTAN**AGENDA NO: 15****APPROVAL OF SNE OF WASA MULTAN FOR THE YEAR 2016-17****BACKGROUND:**

There were 1675 sanctioned posts in WASA Multan amongst these posts 15 posts have converted and 34 posts have been created for the year 2016-17 with the approval of Managing Director (competent authority) vide powers delegated to Managing Director WASA vide serial No.8 and clarification issued by Deputy Secretary Admn HUD&PHE Department Government of the Punjab regarding creation of new posts by Development Authorities in Punjab vide letter No.SO(E-I)7-7/2012 dated 17-08-2012. The Finance sub-committee has cleared the SNE (**ANNEX-T - 1**) included in the budget for the year 2016-17.

AIM:

2. To run the official business and as per office requirements, the posts have been converted / created. The aim of this agenda is to seek the formal approval of SNE of WASA Multan for the year 2016-17.

PROPOSAL:

3. The following converted & created posts have been included in the SNE and necessary remarks have been recorded against each post. It is proposed that approval may be accorded.

A) POSTS CONVERTED

S#	Name of existing post	BS	No. of existing posts	Posts converted
1.	Senior Scale Stenographer / P.A	16	03	Office Assistant (BS-16) in M.D office = 01-Post
				Office Assistant (BS-16) in D.M.D office = 01-Post
				Office Assistant (BS-16) in Finance wing = 01-Post
2.	Mechanical Foreman	11	01	Sub Engineer (BS-11) with Mechanical Course in Disposal Station Division
3.	Junior Clerk	11	05	Stenographer (BS-12) 01-post in each following office. Deputy Director Admn Deputy Director Recovery H/Q Deputy Director Recovery Deputy Director P&D Deputy Director Finance
4.	Supervisor old recovery	08	01	Recovery Inspector (BS-07)

5.	Water Rate Inspector	07	05	Recovery Inspector (BS-07) in Recovery Directorate WASA
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(B) NEWLY CREATED POSTS**i) WATER SUPPLY DIRECTORATE**

S#	NAME OF POST	BS	NO. OF POSTS
1.	Assistant Director (Engg:)	17	1
2.	Office superintendent	17	1
3.	Office Assistant	16	1
4.	Senior scale Stenographer	15	1
5.	Junior Clerk / Typist	11	1
6.	Naib Qasid	1	2

ii) WATER WORKS DIVISION

S#	NAME OF POST	BS	NO. OF POSTS
1.	Sub Divisional Officer	17	2
2.	Draftsman	11	1
3.	Sub Engineer	11	4
4.	Head Clerk	16	1
5.	S.D.C./ Senior Clerk	14	2
6.	Junior Clerk	11	2
7.	Driver Vehicle	4	1
8.	Naib Qasid	1	3

iii) MISCELLANEOUS POSTS

S#	NAME OF POST	BS	BRANCH	NO. OF POSTS
1.	Medical Officer	Fixed pay	Admn	01 (Part Time)
2.	Dispenser	08	-do-	01
3.	Office Superintendent (Accounts)	17	Recovery Directorate	01
4.	Office Superintendent	17	P&D Directorate	01
5.	Superintendent Finance	17	Finance Wing	01
6.	Circle In-charge	11	Recovery Dte:	04
7.	Head Clerk	16	Admn (pension)	01
8.	Head Clerk	16	Admn (enquiry)	01

RECOMMENDATIONS:

4. The matter is placed before the Governing Body for consideration / approval please.

DIRECTORATE OF RECOVERY, WASA MULTAN

AGENDA NO: 16

REVISED TARIFF AND RECOVERY REGULATIONS, 2016 OF WASA (MDA) MULTAN

BACKGROUND:

WASA was established in April, 1992 as an Autonomous Agency. Recovery of WASA dues is main source of income for WASA. The Revised Tariff and Recovery bylaws of WASA, Multan were approved by the Governing Body of MDA in its 42nd Meeting held on 09.08.2003. But unfortunately, Recovery Directorate could not be established till 2006 properly. Due to non-establishment of proper Directorate, Recovery Bylaws could not be gazette notified from the Government of Punjab till date.

AIM:

2. To Get the Recovery Regulations, 2016 Gazette Notified by the Government of Punjab in order to streamline and improve the efficiency of Recovery Directorate.

DETAIL / EXISTING ARRANGEMENTS:

3. The Revised Tariff and Recovery bylaws of WASA, Multan were approved by the Governing Body of MDA in its 42nd Meeting held on 09.08.2003. Afterwards, the tariff was gazette notified by the Government of Punjab but Recovery Bylaws could not be notified at that time.

PROPOSAL:

4. The Detailed Revised Recovery Regulations 2016 is attached herewith (**ANNEX-U**) for the approval and further process to get the Recovery Regulations, 2016 Gazette Notified from the Government of Punjab.

RECOMMENDATIONS:

5. The matter is placed before the Governing Body for kind consideration and approval.

DIRECTORATE OF RECOVERY WASA (MDA) MULTAN

AGENDA NO: 17

REVISION OF CONNECTION & SUPERVISION CHARGES OF HOUSING COLONIES

BACKGROUND:

WASA was established in April, 1992 as an Autonomous Agency. Recovery of WASA dues is main source of income for WASA. The Revised Tariff and Recovery bylaws of WASA, Multan were approved by the Governing Body of MDA in its 42nd Meeting held on 09.08.2003. The revised tariff was implemented w.e.f 1st July, 2004 which is still being levied. But unfortunately, even after repeated efforts Government did not approve the increase in tariff since 2004. In currently implemented tariff, Connection and Supervision charges for housing colonies were approved @ Rs. 20,000/- Per Acre. Keeping in view, financial crisis of WASA, the Governing Body in its 68th meeting approved to increase and implement this Fees @ Rs. 100,000/- from Rs. 20,000/- with immediate effect. Consequent upon, this 500% instant rise, a public annoyance is created. Moreover, the recovery from housing colonies was affected adversely.

AIM:

2. To counter Public annoyance and increase the efficiency of recovery from Housing Colonies.

DETAIL / EXISTING ARRANGEMENTS:

3. Keeping in view, financial crisis of WASA, the Governing Body in its 68th meeting approved to increase and implement this fees @ Rs. 100,000/- per acre from Rs. 20,000/- per acre with immediate effect.

PROPOSAL:

4. Keeping in view ground facts, it is proposed that Connection & Supervision Charges from housing colonies may be revised @ Rs. 50,000/- instead of Rs. 100,000/- with immediate effect.

RECOMMENDATIONS:

5. The matter is placed before the Governing Body for kind consideration and approval.