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No. RDA/Admn/**F-672/445**/2022  
**GOVERNMENT OF THE PUNJAB**  
**RAWALPINDI DEVELOPMENT AUTHORITY**  
Murree Road, Liaquat Bagh, Rawalpindi  
Dated: **09** April, 2022

Subject: **MINUTES OF THE MEETING OF DEPARTMENTAL PROMOTION COMMITTEE (BS-1 To 15) HELD ON 8<sup>TH</sup> APRIL, 2022 IN THE OFFICE OF DIRECTOR (ADMN & FINANCE), RDA**

A meeting of Departmental Promotion Committee to consider the promotion cases in BS-1 to 15 was held on 08.04.2022 at 1100 hours under the Chairmanship of Director (Admn & Finance), RDA in his office. Following attended the meeting:-

- |      |  |                    |
|------|--|--------------------|
| i.   | Mr. Asif Mahmood<br>Director (Admn & Finance), RDA                           | Chairman           |
| ii.  | Mr. Jamshaid Aftab<br>Director (MP&TE / LU&BC), RDA                          | Member             |
| iii. | Malik Ghazanfar Ali Awan<br>Director (LD&EM), RDA                            | Member             |
| iv.  | Mr. Iftikhar Ali<br>Deputy Director (Admn), RDA                              | Member / Secretary |
| v.   | Syed Sajjad Hussain<br>Assistant Director (TP), PHATTA /<br>Rep. of HUD&PHED | Member             |

Following agenda items were considered and decisions taken by the Departmental Promotion Committee.

**AGENDA NO. 1:-**

Subject: **PROMOTION TO THE POST OF ACCOUNTANT / BS-15 ON REGULAR BASIS**

The promotion case of Ms. Saba Gul, Junior Accountant / BS-11 was placed before the Departmental Promotion Committee for consideration against the post of Accountant / BS-15 on regular basis. It was briefed by the Deputy Director (Admn), RDA that the agenda has been prepared in light of guide-lines given in para 19 of the Promotion Policy, 2010 highlighting total number of sanctioned posts, bifurcation of posts, method of recruitment / promotion etc.

#### RECOMMENDATION:-

After detailed deliberation and going through the record of the office, the committee recommended the promotion of Ms. Saba Gul against the post of Accountant /BS-15 on regular basis.

#### AGENDA NO. 2:-

**Subject: PROMOTION TO THE POST OF SENIOR CLERK / BS-14 ON REGULAR BASIS**

The promotion case of following Junior Clerks / BS-11 was placed before the Departmental Promotion Committee for consideration against the post of Senior Clerk/BS-14 on regular basis:-

- i) Saqib Masood Mughal
- ii) Shafqat Ali
- iii) Muhammad Iqbal Khan
- iv) Kamran Akhtar Raja
- v) Azum Murtaza

It was briefed by the Deputy Director (Admn), RDA that the agenda has been prepared in light of guide-lines given in para 19 of the Promotion Policy, 2010 highlighting total number of sanctioned posts, bifurcation of posts, method of recruitment / promotion etc.

#### RECOMMENDATION:-

After detailed deliberation and going through the record of the officials, the committee recommended the promotion of following officials against the post of Senior Clerk /BS-14 on regular basis:-

- i) Saqib Masood Mughal
- ii) Shafqat Ali
- iii) Muhammad Iqbal Khan
- iv) Kamran Akhtar Raja
- v) Azum Murtaza

#### AGENDA NO. 3:-

**Subject: PROMOTION TO THE POST OF DRAFTSMAN/ BS-14 ON REGULAR BASIS**

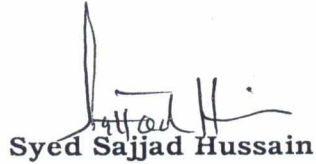
The promotion case of Mr. Akmal Zubair, Tracer / BS-09 was placed before the Departmental Promotion Committee for consideration against the post of Draftsman /BS-14 on regular basis. It was briefed by the Deputy Director (Admn), RDA that the agenda has been prepared in light of



guide-lines given in para 19 of the Promotion Policy, 2010 highlighting total number of sanctioned posts, bifurcation of posts, method of recruitment / promotion etc.

**RECOMMENDATION:-**


After detailed deliberation and going through the record of the official, the committee recommended the promotion of Mr. Akmal Zubair, Tracer / BS-09 against the post of Draftsman /BS-14 on regular basis.



**Syed Sajjad Hussain**  
Assistant Director (TP), PHATTA /  
Rep. of HUD&PHED  
(Member)



**Iftikhar Ali**  
Deputy Director (Admn), RDA  
(Member / Secretary)



**Malik Ghazanfar Ali Awan**  
Director (LD&EM)  
(Member)



**Jamshaid Aftab**  
Director (MP&TE/LU&BC)  
(Member)



**Asif Mahmood**  
Director (A&F), RDA  
(Chairman)

The recommendations of the DPC are approved in the capacity of the appointing authority.


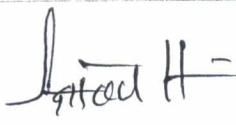





**Asif Mahmood**  
Director (A&F), RDA  
Appointing Authority

**RAWALPINDI DEVELOPMENT AUTHORITY**  
**(ADMN & FINANCE DIRECTORATE)**

**ATTENDANCE SHEET**

Subject: DEPARTMENTAL PROMOTION COMMITTEE MEETING (BS-1 TO 15)  
HELD ON 08.04.2022 AT 11:00 A.M

Sr. #	Name	Designation	Signature
1.	Asif Mahmood	Director (Admn & Finance)	
2.	Syed SAJJAD Hussain	A.D. (TP) he Hafe A.D	
3.	Malik GHANAFAR Ali Awarid	Di LD/EM.	
4.	Jamshaid Aflak Dir (LU & BC)	Dir (LU & BC)	
5.	Atikhar Ali Dy: Director (Admn)	Dy. Director (Admn) RDA.	
6.			
7.			