



No. RDA/Admn/F- 49th/489/2020
GOVERNMENT OF THE PUNJAB
RAWALPINDI DEVELOPMENT AUTHORITY
Murree Road, Liaquat Bagh
Dated the Rawalpindi, the 19 September, 2020

Tel: 051-9334903
Fax: 051-5530423

Subject: **MINUTES OF THE 49th AUTHORITY MEETING OF RAWALPINDI DEVELOPMENT AUTHORITY**

Please find enclosed herewith a copy of minutes of the 49th Authority Meeting of the Governing Body of Rawalpindi Development Authority held on 16.09.2020 for information and record.

Director (Admn & Finance)

Copy to:-

1. The Chairman, Government of the Punjab, P&D Board, Lahore
2. The Secretary, Government of the Punjab, HUD&PHE Department, Lhr.
3. The Secretary, Government of the Punjab, Finance Department, Lahore
4. The Secretary, Government of the Punjab, LG&CD Department, Lahore

Director (Admn & Finance)

Copy to:-

1. Mr. Tariq. M. Murtaza, (Chairman)
2. Amjad Mehmood Chaudhry, MPA (PP-13) (Member)
3. Major (R) Muhammad Latasub Satti, MPA (PP-6) (Member)
4. Ms. Nasreen Tariq, MPA (W-301) (Member)
5. The Commissioner, Rawalpindi Division, Rawalpindi (Member)
6. Deputy Commissioner, Rawalpindi (Member)
7. Managing Director, WASA, RDA, Rawalpindi (Member)
8. Administrator, Municipal Corporation, Rawalpindi (Member)
9. Mr. Muhammad Muqarab Ali (Technical Expert / Member)
10. Chaudhry Muhammad Asghar (Technical Expert / Member)
11. All the Directors of RDA for implementation of decision of the Authority
12. Deputy Director Finance, RDA
13. PS to DG, RDA
14. Master file

Director (Admn & Finance)



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No. RDA/Admn/149/195/2020
GOVERNMENT OF THE PUNJAB
RAWALPINDI DEVELOPMENT AUTHORITY
Murree Road, Liaquat Bagh
Dated the Rawalpindi, the 19 September, 2020

**MINUTES OF THE 49th AUTHORITY MEETING OF THE
GOVERNING BODY OF RDA HELD ON 16.09.2020**

The 49th Authority meeting of Governing Body of RDA was held on 16.09.2020 in the conference room of RDA under the chairmanship of Mr. Tariq M. Murtaza, Chairman RDA. The meeting started with recitation of Holy Quran. The Chair welcomed all the participants.

DG RDA presented agenda items before the Governing Body, after detailed deliberation and discussion, following decisions were made.

Agenda Item No. 1 **CONFIRMATION OF MINUTES OF THE 48th
AUTHORITY MEETING OF RDA HELD ON 10.07.2020**

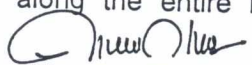
The Minutes of the 48th Authority Meeting held on 10.07.2020 were presented before the Authority for confirmation.

Decision:

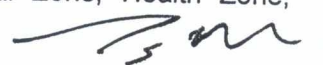
The Minutes of 48th Authority Meeting were confirmed.

Agenda Item No. 2 **DECLARATION OF MAUZAS FALLING UNDER
PROPOSED ECONOMIC ZONES ALONG RAWALPINDI
RING ROAD AS CITY AREA UNDER SECTION 3 (1) OF
DEVELOPMENT OF CITIES ACT 1976**

It was briefed by the Director General, RDA that the construction of Rawalpindi Ring Road (RRR) is currently a 'priority project on PPP mode aimed at decongesting the city and to provide an uninterrupted traffic network within and outside the city. While planning RRR, elaborate consultative sessions were held with different stakeholders and based on various suggestion and feedback, it was decided that to minimize the movement of heavy vehicles within city, the main businesses/traffic generator such as grain and fruit and vegetable markets, truck and bus terminals, industrials areas and major education and health related institution should be shifted along RRR to promote planned urban growth. Based on these observations, the consultant has proposed Special Economic Zones along the entire length of RRR which include Industrial Zone, Health Zone,


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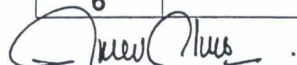
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Educational Zone, Recreational Zone, Aerotropolis Zone, Transport Terminals Etc. The main idea behind these economic zones is to specify the land use in these economic zones and encourage the private sector to invest and develop the relevant infrastructure. The RRR is passing through the territorial jurisdiction of three cities i.e. Rawalpindi, Attock, and Islamabad. The economic zones are spread across both Rawalpindi and Attock district and falls within the ambit of various local Governments/regulatory bodies like Tehsil Council Rawalpindi, Tehsil Council Fateh Jang, and Tehsil Council Taxila. The core principle and concept of special economic zones is that these will provide a direction and impetus for future urban growth of Rawalpindi and adjoining areas. Since the Government is not in a position to capture the land of all these economic zones and plan something at its own level, therefore, the role of private sector is very crucial in the development of these zones. If there are more than one regulator the private sector shies away from investment because of multiple jurisdiction issue. Moreover, detailed layout planning and economic/financial viability of each economic zone has to be worked out which is a specialized job and requires technical expertise and resources which may be lacking in Tehsil level local governments but RDA is better placed to handle such issues. Last but not the least, enforcement of a particular land use in a specified yet very large area may pose serious difficulties for local governments where human resource is very limited. RDA has already engaged PITB to use satellite imagery to detect new or additional construction in the areas of economic zones to reinforce, strengthen and verify enforcement by the field staff. Of all the agencies, therefore, RDA appears to be much better equipped to plan, strategize, develop and supervise the land use control of SEZs and requested to give approval to place the matter before the Provincial Government for declaration of the mauzas given below as 'City' for the purposes of Development of Cities Act 1976 under section 3(1) falling in both district Rawalpindi and Attock and to further request that RDA may also be allowed to exercise land use and building control in all economic zones falling in both district Attock and Rawalpindi.

Mouzas in Special Economic Zones

| Sr. No | District | Name of Mouza |
|--------|------------|---------------|
| 1 | Rawalpindi | Mankayal |
| 2 | | Kalyam Mughal |
| 3 | | Tope Mankiala |
| 4 | | Pind Mubarak |
| 5 | | Haraka |
| 6 | | Notiya Bannia |

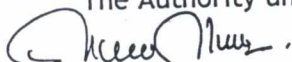

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| | | |
|----|--------|-----------------|
| 7 | | Dhakki |
| 8 | | Kirpal |
| 9 | | Chani Alam Sher |
| 10 | | Tope Kalyal |
| 11 | | Anpar |
| 12 | | Mian Ahmadaan |
| 13 | | Chaparr |
| 14 | | Nakralai |
| 15 | | Maira Mohra |
| 16 | | Mudhal |
| 17 | | Kotla |
| 18 | | Jaba |
| 19 | | Goghra |
| 20 | | Jabbar Miana |
| 21 | | Gae Mir Baz |
| 22 | | Adiala |
| 23 | | Thatha |
| 24 | | Gid Pur |
| 25 | | Lilla Kamalpur |
| 26 | | Lari Milana |
| 27 | | Gorakhpur |
| 28 | | Khinger Kalan |
| 29 | | Basaali |
| 30 | | Gangral |
| 31 | | Tapai |
| 32 | | Gandhian |
| 33 | | Terahya |
| 34 | | Chak Ali Madad |
| 35 | | Pind Noshari |
| 36 | | Chokar |
| 37 | | Thallian |
| 38 | | Kohliah Per |
| 39 | | Khasala Kalan |
| 40 | | Khasala Khurd |
| 41 | | Dhalla |
| 42 | | Rakh Sarkar |
| 43 | | Mera Kalan |
| 44 | | Murat |
| 45 | | Kak Chaudhary |
| 46 | | Dulat Pur |
| 47 | | Jungal |
| 48 | | Qutbal |
| 49 | Attock | Rama |
| 50 | | Mangial |
| 51 | | Kanyal |
| 52 | | Mian Rasheeda |
| 53 | | Ladhial |
| 54 | | Jeendar |

Decision:-


The Authority unanimously approved the agenda as proposed.



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It was briefed by the Director General, RDA that Under the Section 7 (2) (vi) of Development of Cities Act 1976, one of the functions of an Authority is to prepare, implement and enforce schemes of housing. The Rawalpindi Improvement Trust had developed 13 housing schemes providing around 2075 affordable housing plots to general public of Rawalpindi in the past. Also, it created a plot bank of amenities and commercial plots by the disposal of which, either through sale or lease by way of open auction, RDA has generated a steady stream of income. However, after RIT, RDA, in the last four decade since its inception, has not been able to perform this statutory function and no scheme for provision of affordable and low cost housing to the general public had been be initiated. The project of Rawalpindi Ring Road (RRR) on public private partnership mode is about to take off. While carrying out the feasibility RRR, consultant has also proposed economic zones/corridors which will ensure guided and planned development along RRR. A residential zone is being planned near Adayala road in the mauzas Anpar, Mian Ahmada. Dhapai, Gangal, Chappar, Nakarli, Ghandian and Gogharan and comprise of about 3000 acres of land. This residential zone appears to be an apt location for RDA to develop a housing scheme due to its proximity with Ring road and other economic zones. Another critical aspect in the development of a housing scheme is the procurement of land. The 13 schemes that the RIT developed were mostly small schemes which comprised of land ranging from few hundred kanals to a thousand kanals of land maximum. The mode of procurement of land was compulsory acquisition under Land Acquisition Act 1894. However, now that the land prices have escalated greatly, it has become almost impossible to acquire land under Land Acquisition Act 1894 because the whole cost of the land has to be deposited in the account of LAC right after section 4 before any other land acquisition proceeding could be initiated. To overcome this issue, LDA decided to opt for a land procurement model in which the compensation to the land owners is made in the shape of developed plot at a rate of 30% of the total land transferred to LDA through negotiation. To further expedite the land procurement process and overcome resistance from the land owners, LDA adopted the DHA model of engaging the real estate agents/investor firms to help procure land through negotiation with the land owners on case to case basis and motivates them to accept developed plot in lieu of their land. LDA is offering them 1%



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developed plot in addition to the 30% given to the land owners on payment of half the development charges. Those land owners who are not interested in developed plots and insist on getting cash compensation for their land, the development partners offers them cash compensation and such land owner/s then submits application to the Authority offering their land along with ownership documents. After scrutiny and verification of land documents, a public notice is given in the newspaper inviting objection. If there are no objections, the land owners are called in Authority office for identification through NADRA Verisys. After this, the Authority officials visit the land and physically take over the land being offered. Subsequently, the DP gets a conveyance deed prepared in favour of Authority and get it registered and then a mutation is entered in revenue record in favour of Authority. The DP submits the copy of fard and a computer software works out the share of developed plots for this particular transaction and this is intimated to the DP. In response, the DP on a prescribed application form intimates the names of those person in whose name the ownership document is to be issued. Through this process, LDA has been able to procure land measuring 20000 kanals having worth of Rs.25 to 30 billion without spending a single penny and a housing scheme has been established that has will provide considerable number of affordable housing opportunities.

7. The next important aspect of establishing a housing scheme is the on-ground physical development. In LDA City, the Authority decided to levy 50% development charges from the plot owners after the completion of scheme. The 50% development charges are to be borne by the Authority itself. It has been estimated that if RDA develops a scheme measuring 3000 kanal and LDA's development charges are used as the reference point, then the amount of total development charges would come to be around Rs. 2.6 billion and RDA's share would be approximately 1.3 billion. Given the paucity of resources, RDA would not be able to generate this huge amount through its own sources. It appears that a loan would be required to be raised from Bank of Punjab or any other private bank to finance the development of scheme as and when the land is procured and on site development is to be initiated. Accordingly, following proposals were placed before the authority for approval.

- i) It is proposed that a housing scheme measuring 3000 kanals may be established on the pattern of LDA City as discussed above in the residential zone near Adyala road along the ring road. After the approval from the Authority, the scheme shall be submitted to the


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Government under section 12(2) of Development of Cities Act 1976 for approval.

- ii) In order to carry out the development work on site, the Authority may approve borrowing of money from public and private banks under section 21 of Development of Cities Act 1976. After the approval of the Authority, the matter will be placed before the Government for approval/sanction.
- iii) The Authority may like to approve a short consultancy for carrying out the topographic survey, soil investigation and studying best possible location for establishment of the housing scheme in the residential zone near Adayla road.
- iv) The Authority may constitute a technical committee under section 10 of the Development of Cities Act to streamline and supervise the selection process of Development partners.

Decision:-

It was decided by the Authority that a technical committee comprising the following may be constituted to go through different models of establishing Housing Societies, adopted by Development Authorities and to prepare different proposals for establishment of RDA City and put up a comprehensive report within ten days and the Agenda be put up in the next Authority Meeting for further discussion.

- i) Maj. (R) M. Latasub Satti, MPA, PP-6 Convener
- ii) Mr. Amjad Mehmood Choudhary, MPA, PP-13
- iii) Director General, RDA
- iv) Kh. Imran Safdar, CCO, MCR
- v) Shahzad Haider, Director (MP&TE), RDA

Agenda Item No. 4

HIRING OF SURVEYOR/SURVEY FIRM TO ASSIST RDA IN LAND ACQUISITION PROCESS OF LAI NULLAH EXPRESSWAY PROJECT UNDER SECTION 7(2)(xiii) of DEVELOPMENT OF CITIES ACT

It was briefed by Director General, RDA that Rawalpindi/Islamabad receives heavy rains in monsoon season causing colossal damages to the lives and properties of the people. Nullah Lai is heavily polluted due to throwing of garbage and untreated wastewater of both Cities which are creating severe environmental hazards. RDA therefore proposed the project for flood mitigation, environmental improvement of the whole central area of the city including the Cantonment and connectivity of Twin Cities through signal free expressway. The Project was launched in 2007 and approved from ECNEC at a cost of Rs.17.769 Billion on 50:50 sharing of Federal and Punjab Government with a completion period of 2 years. The Project was stalled at initial stage due to change of


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Government in 2008 and subsequent slow funding at various levels. The project is now revamped on PPP mode by extending project length starting from Kattarian to Soan Bridge. PDF funding amounting to Rs.43.380 million was approved by PPP Planning & Monitoring Board for Transaction Advisor to prepare project proposal on PPP mode. Technical Advisory Services awarded to M/s NESPAK-KPMG-AXIS LAW on 07.12.2019 who have prepared different options to be presented to Prime Minister of Pakistan for final decision. The project is not viable on PPP mode on toll charges alone and require subsidy in shape of commercial activities on 35 kanal & 84 kanal and housing development on 4500 kanal land of WASA. Acquisition of Land along lai nullah would be required for widening of channel and construction of roads. RDA has initiated land acquisition process through Land Acquisition collector (LAC). In this regard, extensive survey work is required to identify khasra numbers, encroachment and government land. A huge number of structures are also falling in the Right of Way (ROW) which is to be assessed for compensation. The khasra plans/lathas are to be superimposed on ROW of proposed lai nullah. The above scope is not included in the contract agreement of Transaction advisory services and a separate surveyor/survey firm is required to be hired to assist LAC for completion of land acquisition process. The surveyor/survey firm would be engaged through short consultancy process under section 46 A of PPRA 2014 in order to expedite the work. The estimated cost to complete the survey work for land acquisition has been worked and it comes to Rs. 1.0 million and requested to approve the cost and hiring of surveyor/survey firm on short consultancy basis (three quotation basis) so that the land acquisition process could be completed on urgent basis. There is an amount of 10.00 million allocated in RDA budget 2020-21 for carrying out such feasibility studies.

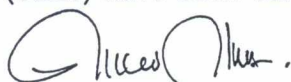
Decision:-

The agenda was approved as proposed.


Agenda Item No. 5

**PRE-FEASIBILITY STUDY OF AEROTROPOLIS ZONES
NEAR ISLAMABAD INTERNATIONAL AIRPORT
ALONG RAWALPINDI RING ROAD UNDER SECTION
7(2)(xiii) of DEVELOPMENT OF CITIES ACT**

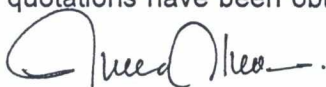
It was briefed by the Director General, RDA that the Government of Punjab is planning to construct Rawalpindi Ring Road (RRR) on priority as the need for this project has been felt for many decades. The Special Economic Zones (SEZs) have been ear marked along the RRR which will not help decongest the


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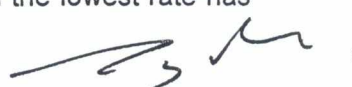
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Rawalpindi City but also help promote clean, safe & healthy environment. RDA is also preparing a Master Plan for Rawalpindi City wherein these special economic zones will be dovetailed with the overall strategic and master plan of Rawalpindi City and act as the driving force behind the future economic growth of the city. The 3rd Project Steering Committee meeting of Rawalpindi Ring Road Project was convened under Chairmanship of the Chairman P & D Board on 24 June 2020 wherein he was briefed that the land adjoining the Ring Road had huge commercial value and this potential should be gainfully exploited in the shape of economic zones. The Chairman P&D appreciated the concept and advised Project Director (R3) / Commissioner Rawalpindi to further develop the proposal. He proposed to start from Aerotropolis. An Aerotropolis is a metropolitan sub-region whose infrastructure, land use and economy are centered in the outskirts of airport. It consists of an airport's aeronautical, logistics and commercial elements, and it connects transportation infrastructure with clusters of aviation-oriented businesses and residential developments that continually feed off each other and their proximity to the airport. The chief value of the aerotropolis is that it offers businesses rapid connectivity on a massive scale. Aerotropolis firms, many in the high-tech and advanced business-service sectors, are often more dependent on distant suppliers, customers and enterprise partners than those located in their own metropolitan region. The concept of these special economic zones was also presented in 48th Authority meeting which was appreciated by the members of governing body and provision of economic zones along proposed Ring Road Project was also endorsed by the Authority. A formal proposal for development of proposal / feasibility for SEZs / Aerotropolis to materialize the concept of the Chairman P&D was then moved by Commissioner Rawalpindi. The PPP cell was also taken on board in this matter and it was advised by the PPP Cell that a pre-feasibility may be carried out to assess the potential of Aerotropolis on public-private partnership mode and a project proposal may be submitted for consideration of PPP Board. Meanwhile the PPP Board which is headed by Chief Minister also approved the economic zones and advised to study the SEZ from the prospect of Land Value capture before the prices of land escalate too much after the construction of ring Road. In the wake of all such instructions, it appeared that engaging a short consultancy under section 46 A of PPRA 2014 would be an expedient and optimum solution to prepare the pre-feasibility for Aerotropolis. Three quotations have been obtained from three reputable firms and the lowest rate has



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been quoted by the firm Shehrsaz-Zeeruk which is Rs. 1.5 million. In the light of above discussion, the Authority is requested to please approve the cost and hiring of M/s Shersaz on short consultancy basis so that the matter can be placed before the Government for further guidance and direction. There is an amount of 10 million allocated in RDA budget 2020-21 for carrying out such feasibility studies.

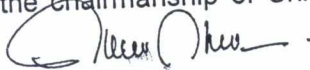
Decision:-

The Authority approved the agenda as proposed.

Agenda Item No. 6

HIRING OF TRANSACTION ADVISOR FOR THE PROJECT "CONSTRUCTION OF ADDITIONAL 02 NOS. STORIES AT EXISTING RDA PARKING PLAZA, FAWARA CHOWK, RAWALPINDI"

It was briefed by Director General, RDA that RDA intends to execute the project "Construction of additional 02 Nos. stories at existing RDA Parking Plaza, Fawara Chowk, Rawalpindi" under Public Private Partnership (PPP) mode as RDA has not enough resources to execute the project from own source funds. In this regard, Governing body during its 47th Authority meeting held on 20.03.2020 already approved this proposal. A "Project Development Facility (PDF) is available with PPP authority to finance the engagement of transaction advisers, consultants and services for preparing proposals for PPP projects. Accordingly, a request for Project Development Funding (PDF) amounting to PKR 5.00 million was approved by Executive Committee of PPP Authority in its 3rd meeting held on 05-05-2020. Subsequently, a RFP was invited by PPP Cell from firms already prequalified by DG M&E for financial year 2019-20. However, no bid was received from these firms on last date of submission and the process of hiring Transaction Advisor (TA) was unable to proceed further by PPP Cell. Due to severe parking problems at Fawara Chowk and adjacent road, RDA initiated the hiring process through wide publication in newspaper for subject project and three firms got issued the RFP and also submitted the technical and financial Proposal. The consultant selection committee constituted in house for short consultancy in the light of PPRA rules 2014 have evaluated the bids and M/s ICONSULT-ECSP-Urban Unit (JV) emerged as the highest ranked bidder with a financial bid of Rs.7.499 Million which is higher than estimated cost. After negotiation meeting with the consultant on 28 August 2020, the highest rank bidder agreed to reduce their financial bid to Rs.7.00 Million. PPP Policy and Monitory Board during its 4th meeting held on 28.08.2020 under the chairmanship of Chief Minister Punjab appreciate the steps initiated by RDA


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and also authorize RDA as executing agency of the project to prepare the PPP proposal on fast track basis. A revised PDF request has been submitted to PPP cell to allocate funds amounting to Rs.7.00 million. Meanwhile, the work has been awarded to the consult to start preparing technical and financial proposal with the condition that if revised PDF request is not approved by PPP cell then expenditure will be met from RDA own source funds and requested that approval may be granted to finance the Transaction advisory service of above project amounting to Rs.7.00 from RDA budget 2020-21 subject to condition that if revised PDF request is not approved by PPP cell of PPP authority.


Decision:-

The Authority approved the agenda as proposed

Agenda Item No. 7

GRANT OF RDA SUPPORT ALLOWANCE TO THE OFFICERS OF RAWALPINDI DEVELOPMENT AUTHORITY

It was briefed by Director General RDA that Lahore Development Authority in its meeting held on 28.10.2019 approved the case of grant of LDA Support Allowance to all employees of UD Wing, LDA working in BS-01 to BS-20 & above. On the analogy of LDA, Lahore, the Governing Body of Rawalpindi Development Authority in its meetings held on 25.01.2020 and 07.03.2020 has approved the "RDA Support Allowance" to employees of RDA working in BS-01 to BS-08 & BS-09 to BS-16 respectively. But the officers in BS-17 & above were not allowed to get the Support Allowance. This creates a dilemma for these officers and hence, there prevails uncertainty and deprivation among the officers serving in BS-17 & above in RDA. Due to an increase in inflation and a surge in income tax liabilities, the purchasing power of Government employees has significantly shrunk in the past years. The officers of Rawalpindi Development Authority have been performing their duties efficiently and diligently in the best interest of public in the Pay Structure as notified by the Government of Punjab. Hence, any monetary benefit to the officers will not only uplift the morale but will also increase motivation and efficiency. Since, RDA is following the rules and regulations of Government of the Punjab, as well as other development authorities such as LDA, FDA, MDA, GDA; hence the same Support Allowance may be allowed to the officers of RDA, on the following rates w.e.f. 01.09.2020 on analogy of LDA, Lahore.


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| Sr. # | BPS | RDA Support Allowance (Per month) |
|-------|---------------|--------------------------------------|
| 1. | BS-17 | Rs.15,000/- |
| 2. | BS-18 | Rs.20,000/- |
| 3. | BS-19 | Rs.25,000/- |
| 4. | BS-20 & above | Rs.30,000/- |

The financial impact of above said grant of "RDA Support Allowance" will come out to approximately **Rs.440,000/-** per month. The financial impact will be paid from RDA's own budget against budget head (Pay and Allowances) for FY 2020-21. Rawalpindi Development Authority is an autonomous body and has complete autonomy in its financial matters alongwith its own sources of revenue generation. The Authority is completely independent in deciding its financial matters including grant of special allowances / benefits to its employees and requested for approval of grant of "RDA Support Allowance" to the employees working in BS-17 & above w.e.f. 01.09.2020 in accordance with rates approved by LDA. Lahore. Moreover, it is further proposed that any increase proposed by the LDA, will automatically be implemented in Rawalpindi Development Authority in form of RDA Support Allowance.

Decision:-

The agenda was approved as proposed.

Agenda Item No. 8

**GRANT OF "RDA SUPPORT ALLOWANCE" TO
THE EMPLOYEES OF WATER & SANITATION
AGENCY, RDA, RAWALPINDI**

It was briefed by Managing Director WASA that the Governing Body, RDA in its 46th Authority meeting held on 25.01.2020 has approved "**RDA Support Allowance**" to the employees in BS-1 to BS-08 (step wise) at the analogy of LDA. The Lahore Development Authority in its meeting held on 28.10.2019 while considering to adopt Govt. of the Punjab, Finance Department, notification No.FD.SR-I/9-14/2002(P-I) dated 31.01.2017, 07.05.2019 & 27.12.2019 respectively approved the case of grant of "**LDA Support Allowance**" to employees of UD Wing, LDA. Since all Rules and Regulations of Government of the Punjab are being followed in WASA, RDA like other development authorities such as LDA, FDA, MDA & GDA, the same Utility Allowance namely "**RDA Support Allowance**" is proposed for the employees of WASA, being agency of



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RDA, on the following revised rates vide Govt. of the Punjab, Finance Department
Notification No. FD.SR-1/9-14/2002(P-I) dated 27th December 2019.

| Sr. # | BPS | RDA Support Allowance (Per month) |
|-------|---|-----------------------------------|
| 1. | 01 to 08 | Rs.6,000/- |
| 2. | 09 to 14 | Rs.8,000/- |
| 3. | 15 | Rs.10,000/- |
| 4. | 16 & 17 (Private Secretaries, Superintendent) | Rs.14,000/- |
| 5. | BS-17 | Rs.15,000/- |
| 6. | BS-18 | Rs.20,000/- |
| 7. | BS-19 | Rs.25,000/- |
| 8. | BS-20 & above | Rs.30,000/- |

WASA, being agency of an autonomous body have complete autonomy in its financial matters and has its own sources of revenue generation. The actual expenditure of proposed RDA Support Allowance amounting to Rs. 7.326 million per month (87.912 million per annum) will be borne from WASA own resources and no grant will be claimed from the Government of the Punjab and requested for approval of above said "RDA Support Allowance" to employees of WASA, Rawalpindi including deputationist. Moreover, it is further proposed that revision of rates, if notified by the Government of the Punjab in the said allowance will automatically be implemented in WASA, RDA.

Decision:-

It was decided by the Authority that the Support Allowance at par with RDA may be given to the employees of WASA at following rates subject to availability of funds.

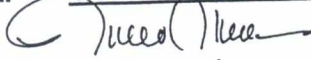
| Sr. # | BPS | WASA Support Allowance (Per month) |
|-------|---|------------------------------------|
| 1. | 01 to 08 | Rs.3,000/- |
| 2. | 09 to 14 | Rs.4,000/- |
| 3. | 15 | Rs.5,000/- |
| 4. | 16 & 17 (Private Secretaries, Superintendent) | Rs.7,000/- |
| 5. | BS-17 | Rs.15,000/- |
| 6. | BS-18 | Rs.20,000/- |
| 7. | BS-19 | Rs.25,000/- |
| 8. | BS-20 & above | Rs.30,000/- |

Agenda Item No. 9

UP-GRADATION OF POSTS IN WASA SCHEDULE OF ESTABLISHMENT & BUDGET

The item wise upgradation of different posts was proposed by Managing Director WASA:-

A. COMPLAINT RECEIVER


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The following posts of clerical staff was approved in WASA on its operationalization in 1998:-

- i. Complaint Receiver (BS-06):- 18 Nos.
- ii. Junior Clerk (BS-05) 23 Nos.

The post of Junior Clerk was upgraded from BS-05 to BS-07 w.e.f 01.07.2007 along with other clerical posts in pursuance of Govt. of the Punjab, Finance Department, Notification No. FD.PC-32-7/2007 dated 10.09.2007. The post was again upgraded from BS-7 to BS-11 w.e.f 01.01.2016 in pursuance of Govt. of the Punjab, Finance Department Notification No. FD.PC.39-14/77(Pt.IV)(APCA)/2008)(Provl) dated 04.01.2016. However, the post of Complaint Receiver remained stagnant in same scale despite being of similar clerical nature post and qualification and proposed that the Complaint Receivers working in BS-06 may be up-graded in BS-11 at par with the post of Junior Clerk.

B. SENIOR ACCOUNTANT, ACCOUNTANT / PAY ROLL SUPERVISOR / CASHIER

The Lahore Development Authority in its meeting held on 28.10.2019 has upgraded the Posts of Senior Accountant BS-16 to BS-17 and junior accountant/Accounts Assistant BS-14 to BS-16 on the analogy of Government of the Punjab Notification No.SO(B&E-1)3-1/2016 dated: 10.05.2018 with immediate effect i.e 05.11.2019. Since RDA is following all Rules and Regulations of Government of the Punjab like other development authorities such as LDA, FDA, MDA and GDA. Rawalpindi development Authority has complete autonomy and to make its regulations fully independent in deciding its matters including grant of up-gradation / special allowances / increase in pay and benefits to its employees. WASA, being an agency of RDA has its own resources for revenue generation. The expenditures so incurred due to up-gradation will be borne by WASA from its own resources and no additional grant will be requested from Government of the Punjab to this extent. The amendment in RDA (Appointment & Conditions of Service) Regulation 2012 has already been approved through up-gradation of posts by the RDA Governing Body in its 44th meeting held on 30.07.2019. Therefore, up-gradation of following posts alongwith incumbents is proposed in WASA/RDA on the same analogy of order No.LDA/ADMN/AOG/520 dated: 05.11.2019, issued by Lahore Development Authority, Lahore.


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| LDA & OTHER PUNJAB GOVERNMENT DEPARTMENT etc. | | | | WASA/RDA | | |
|--|---|------------|-----------------|---|-----------------|-----------------|
| SIN | NAME OF UPGRADED POSTS | OLD BPS | Upgraded BPS | NAME OF POST | Existing BPS | Proposed BPS |
| 1 | Senior Accountant | 16 | 17 | Senior Accountant | 16 | 17 |
| 2 | Junior Accountant / Accounts Assistant | 14 | 16 | Accountant / Pay Roll Supervisor/ Cashier | 15/14/11 | 16 |

C. SUPERVISOR(WATER SUPPLY/SEWERAGE & DRAINAGE)
(BS-09)

The Governing Body of Rawalpindi Development Authority in its 44th Authority Meeting held on 30.07.2019 vide agenda No. 29 has approved up-gradation of posts of Bill Distributor, Revenue Inspector and Supervisor Billing of WASA, Rawalpindi. But the post of Supervisor (WS / S&D) of WASA is still not up-graded and they have been working in BS-09 since long. All other posts of different cadre have been up-graded by the Government and the respective departments. There prevails uncertainty and deprivation among these employees of WASA working against the post of Supervisor. They have been performing their duties efficiently and diligently in the best interest of public and the department. It is therefore proposed that the post of Supervisor (WS/S&D) of WASA may kindly be upgraded as explained below on the analogy of up-gradation of posts of Revenue Directorate of WASA:-

| Name of Post | Existing | Upgraded Scale |
|-----------------------|----------|----------------|
| Supervisor (WS / S&D) | BPS-09 | BPS-11 |

4. Their up-gradation would encourage them to work even more enthusiastically which would be in the benefit of WASA.

D. CARETAKER (BS-16)

Government of the Punjab, Services & General Administration Department (Regulations Wing) vide Notification No. SOR-III(S&GAD)1-10/2004 dated 02.12.2009, Amendments reflect the post of Caretaker is at par with Assistant / Accountant / Assistant Accountant / Cashier / Caretaker / Transport Assistant (BS-14). It is further evident from Notification No. 99/LCE/IE/VII.B.3(M) dated 10.03.2017, the Registrar Lahore High Court was pleased to upgrade various stagnant posts of staff of District Judiciary i/c Care Taker from BS-14 to 16

(Sr. No. 7).

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It is proposed that the post of Caretaker WASA, Rawalpindi presently in BS-11 may be allowed for up-gradation in BPS-16 alongwith incumbents already working against the post to at par with above referred post in BS-16.

| Sr. No | Name of Post | Present Pay Scale | Proposed Pay Scale | Criteria / Minimum Qualification |
|--------|--------------|-------------------|--------------------|----------------------------------|
| 1. | Care Taker | 11 | 16 | Graduate |

E) PHOTOGRAPHER (BS-13)

As per budget of WASA, the post of Photographer is exists in BS-9. Government of the Punjab Information and Culture Department vide its order No. SOB&A(Inf)1-26/89 dated 01.07.1989 was pleased to upgrade the post of Photographer in BS-13 related to Information & Culture Department. Accordingly it is proposed to upgrade the post of Photographer in BS-13 at the analogy of above notification alongwith incumbents already working against the post.

| Sr. No | Name of Post | Present Pay Scale | Proposed Pay Scale | Criteria / Minimum Qualification |
|--------|-------------------------------|-------------------|--------------------|--|
| 1. | Photographer / Video Operator | 9 | 13 | Matric alongwith 5-years experience in relevant field. |

F) DRIVER (BS-4)

As per WASA schedule of establishment, the post of Driver in BS-4 is filled only through initial recruitment. While, the Helper deployed with the Bouzers and other vehicles are deprive from further promotion according to their experience.

The following amendment is proposed in the Schedule of Establishment of WASA "Method of Recruitment" for the post of Driver (BS-4).

| Name of the Post | BPS | Method of Recruitment | |
|------------------|-----|------------------------|---|
| | | Existing | Proposed |
| Driver | 4 | By initial recruitment | By initial recruitment or by promotion from amongst the Helpers (Bozuers / Vehicles) having LTV licence with five year service. |

Decision:-

It was pointed out by the DG RDA that Government of the Punjab has imposed ban on up-gradation of posts. However, it was briefed that there is a

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provision available in Delegation of Financial Powers Rules 2016 regarding up-gradation of posts, as the same has already been done in LDA, Lahore. After detailed deliberation and discussion, the agenda was approved as proposed.

Agenda Item No. 10

ADHERENCE OF RDA (APPOINTMENT & CONDITIONS OF SERVICE) REGULATIONS

It was briefed by Managing Director WASA that in the 44th Authority meeting of Governing Body of RDA held on 30.07.2019 it was decided that as WASA is agency of the RDA, so WASA should follow the RDA (Appointment & Conditions of Service) Regulations for general post (i.e. at par with RDA) of WASA in all respect. The separate Regulations for WASA Establishment were approved, and notified in RDA (Appointment & Condition of Service) Regulations 2012 due to its different nature and scope of work and the accordingly nomenclature of the posts are different from RDA. To encourage and providing equal opportunity of promotion to the employees, some cadres are clubbed in the schedule of establishment of WASA. The above decision may deprive any eligible and deserving officials for promotion to higher post and proposed that the decision / directions of authority in 44th Governing Body meeting on the subject may be withdrawn.

Decision:-

The Agenda was approved as approved.

Agenda Item No. 11

SOPs FOR ADJUSTMENT OF WASA BILLS FOR COMMERCIAL, INDUSTRIAL AND NON RESIDENTIAL PROPERTIES, WHICH REMAIN LOCKED / ABANDONED DURING THE LOCKDOWN PERIOD TO STOP THE SPREAD OF COVID-19

It was briefed by Managing Director WASA that The Lahore Development Authority during its 3rd/2020 meeting held on 04.05.2020, LDA is approved the following SOPs for adjustment of WASA bills for commercial industrial and non residential properties which remain locked / abandoned during the lockdown period announced by the Government of the Punjab to stop spread of COVID-19. **NOW**, as per above decision made by WASA/LDA Lahore, the WASA/RDA Rawalpindi is intent to provide the same facility to the consumers of WASA Rawalpindi for adjustment of their Water & Sewerage bills, during the period of lockdown announced by the Government of Punjab to stop the spread of


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COVID-19. The following SOPs will be observed for the adjustment of Water & Sewerage bills, as under:

A. AQUIFER WATER / SEWERAGE CONNECTION

If a proprietor extracting underground water through a bore hole installed privately and the said property remained locked / abandoned during the said lockdown period, the Aquifer Water / Sewerage bill shall be adjusted **"50%"** after due scrutiny of the following documents:-

- i. Application submitted by the owner / proprietor.
- ii. Paid Bill of WASA for the month of February 2020.
- iii. Electricity and Sui Gas Bills of the same property showing minimum consumption / line rent only.
- iv. Copy of CNIC and Telephone Number.

B. WASA WATER & SEWERAGE CONNECTION

If WASA Water Connection got installed by the proprietor / owner / consumer of any property and the said property remained locked during said lockdown period then the **"Minimum"** Water / Sewerage bill **"50%"** shall be charged from the proprietor / owner / consumer of the said property after due scrutiny of the following documents:-

- i. Application submitted by the owner / proprietor.
- ii. Paid Bill of WASA for the month of February 2020.
- iii. Electricity and Sui Gas Bills of the same property showing minimum consumption / line rent only.
- iv. Copy of CNIC and Telephone Number.

The above SOPs shall be applicable only for the COVID-19 lockdown period.

Decision:-

The Authority approved the agenda as proposed.


Agenda Item No. 12

**TERMS OF REFERENCE (TOR) FOR
OUTSOURCING OF RECOVERY OF ARREARS
FROM WASA DEFAULTERS**

It was briefed by Managing Director WASA that it was decided in the 48th meeting of Governing Body of RDA, held on 10.07.2020, vide Agenda Item No.14, that a committee comprising the following may be constituted to prepare TORs for outsourcing the recovery from WASA defaulters and the TORs be submitted to the Authority for further necessary decision.

- (i) Deputy Managing Director (Engineering)
- (ii) Director (Finance & Revenue), WASA

Convener


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- (iii) Deputy Director (Revenue), WASA
- (iv) Deputy Director (Engineering), RDA
- (v) Assistant Director (S&D), WASA

1. **BRIEF:**

Water & Sanitation Agency (WASA), Rawalpindi facilitating the residents of Rawalpindi to providing clean water and collect the utility bills against Water & Sewerage facility. The main source of income of Rawalpindi WASA in sale of water and provision of sewerage facilities to the consumers in its service jurisdiction. The water supply to the consumers is un-metered and the tariff of domestic consumer is based on plot area whereas the tariff of commercial consumer is based on business type. The consumer wise detail is as under

| | | |
|-----------------------|-----------|-----|
| Total Water Consumers | = 140,151 | Nos |
| Bulk Consumers | = 06 | Nos |
| Domestic Consumers | = 125,883 | Nos |
| Commercial consumers | = 14,714 | Nos |
| Sewerage Consumers | = 51,746 | Nos |
| Domestic Consumers | = 44,987 | Nos |
| Commercial Consumers | = 6759 | Nos |

The installation of water or sewerage connection is very easy and harmless as compared to connections of electricity and sui gas. Thus, the people do not bother to apply for water / sewerage connections in WASA and installed at their own illegally. Similarly, the consumers are not paying their bills instead they are availing water and sewerage facilities. All efforts are being made to detect and regularize the unauthorized connections through periodical survey by constituting special teams. Whereas, field staff of Revenue Directorate is also responsible to report un-authorized on daily basis, if any detected. Similarly, the recoveries from domestic and commercial consumer are less than 65% resultantly huge arrears are outstanding against different domestic and commercial defaulters. There are about approx. 20,000 registered consumers who are not paying water and sewerage charges. Currently, the arrears are more than Rs. 1500.00 Million and the WASA revenue staff is unable to recover these amounts and arrears are compiling after every month. Different strategies and plans were prepared and implemented by WASA in the past to improve recovery efficiency but little improvement has been occurred. An opportunity is also given to the defaulters to clear outstanding dues through installments and waiver of surcharges. WASA Revenue staff is recovering the arrears from default consumers of Rs. 20 Million per month, but huge amount of arrears is still recoverable i.e 1500.00 Million. The staff is working hardly to improve the recovery with their maximum efforts and with available recourse. The


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disconnection team of Revenue Directorate is also performing and disconnecting the water connections of un-paid consumers on daily basis but inspite of their maximum efforts they have not able to disconnect the connections of all un-paid consumers as the WASA jurisdiction area is vast and with the available staff it is not possible to follow-up each and every default consumer.

2. DEFAULT CONSUMERS

The list of chronic defaulters should be provided by the department for recovery.

3. FACTORS AFFECTING WASA PERFORMANCE:

- i. Non-recruitment of additional staff required for recovery of arrears and unearthing of ghost consumers.
- ii. Slow pace of legal action against the chronic defaulters.
- iii. Existence of multiple owners of the same building especially in the case of commercial plazas, residential flats and office buildings.
- iv. Easy Re-connection of the connections disconnected by WASA in case of default and illegal water connections.
- v. Unawareness among consumers regarding value of water supply by WASA. There exists a culture amongst consumers not to pay any water dues to WASA.
- vi. Apathy and non-attention of the Government Department / Institutions to make payment of water charges.

4. RECOVERY PLAN

WASA Rawalpindi is now planning to outsource collection of arrears from chronic defaulters. WASA would then limit its role to overall management of the appointed contractor and control of the resulting performance. The work will be awarded to private contracting firm based on percentage of collected revenue from defaulters with maximum upto 08 percent. Open competitive bidding procedure will be followed.

5. OBJECTIVES

WASA intends to hire the services of a private contracting firm to recover 100% arrears from defaulters. The private contracting firm will perform all activities through the contract period without any break, with experience and qualified staff.

6. SCOPE OF WORK, DUTIES AND RESPONSIBILITES OF CONTRACTING FIRM.

- All arrears of Water & Sewerage bills shall deposit in WASA collection account only.
- The payment to contracting firm should be made against target.


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- The payment of contracting firm should be made after collection of Water & Sewerage bills from the default consumers.
- The firm shall perform the duty as representative of WASA to recover the arrear amount.
- The firm will deploy field staff of specific qualification and experience for recovery.
- The Inspector Revenue shall identify the default consumers.
- The Supervisor of Water Supply & Sewerage shall identify the service lines of WASA.
- The contracting firm shall issue the disconnection Notice to the default consumer, before three days of disconnection or any other legal action as per Govt. rules.
- The contracting firm will have the right to disconnect the Water & Sewerage facility of default consumers and immediately inform to quarter concern.
- After revering the payment from defaulters, their facility of Water & Sewerage shall resumed with intimation to this office.
- The contracting firm shall follow the WASA & Government of Punjab rules.
- Public awareness / warning notice through print media / cable.

7. TIME DURATION OF CONTRACT / ASSIGNMENT

The time duration of proposed contract is estimated to two years from the date of award of contract till its completion.

8. REPORTING REQUIREMENTS

The contracting firm shall report the daily activity & recovery performance on prescribed performa to this office without any delay. The firm shall also submit :-

- **Daily**
- **Weekly**
- **Monthly**

9. EXPECTED OUT PUTS AND BENEFITS

WASA is considering the arrear recovery of Rs. 1300.00 Million from outsourcing of collections, the amount of Rs. 200.00 Million shall consider as bed debts.

Decision:-

The Authority approved the agenda as proposed.

ADDITIONAL AGENDA ITEM

1. APPLICABILITY OF BUILDING REGULATION ON ROADS DECLARED FOR COMMERCIALIZATION

It was briefed by Deputy Director (Planning), RDA that in compliance of letter No.SO(H-II)3-2/2016 dated 28.11.2019. The Building & Zoning Regulation of LDA were adopted by RDA after approval of the Governing Body in 45th Authority Meeting held on 21.12.2019 vide Agenda Item No. 03.


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However, the permissible height for buildings to be constructed on declared roads for commercialization approved by the Governing Body of RDA in its 46th Authority Meeting held on 25.01.2020 do not commensurate the permissible height prescribed in above mentioned Building & Zoning Regulations. Resultantly, applicants / prospective builders always agitate that they are not being allowed to construct the building of the height as given in the Building & Zoning Regulation of LDA which has been adopted by RDA.

Therefore, it is proposed that height and no. of stories of the buildings to be constructed on roads declared for commercialization may also be allowed at par with provisions of LDA Building & Zoning Regulations and a request may be forwarded to the Chairman DP&DC to revise the height parameters for these roads, accordingly.

Decision:-

The agenda was approved as proposed.

2.

ACCIDENT CASE OF WASA, RAWALPINDI
OFFICIAL VEHICLE NO.RLB-898 TOYOTA
CORROLA XLI

It was briefed by the Managing Director WASA that The WASA official vehicle No. RLB-898, Toyota Corrolla XLI, is a staff car and remained under the use of all Managing Directors, WASA since its procurement. Muhammad Iftikhar-UD-Din Naeem (Engg./BS-19), Deputy Managing Director, WASA, LDA, Lahore was posted as Managing Director, WASA, RDA, Rawalpindi vide Government of the Punjab Notification No.SOE-I.1-20/2012-WASA(RDA), dated 12-02-2020 on deputation basis. The above said vehicle alongwith a driver was provided to the officer for official use. As per his own report of Ex-Managing Director, WASA, dated 09-05-2020 that he proceeded to Lahore on WASA official vehicle No. RLB-898 Toyota Corrolla XLI without official driver to attend the meetings in the Finance Department, Govt of the Punjab dated 06.05.2020 and on 08-05-2020. On the way back to Rawalpindi, the officer met an accident near Chakri Interchange at the late night hours while he was driving the WASA official car unauthorizely. The car has been badly damaged and needs huge cost of repair. The said accident happened due to his negligence and gross violation of SOPs causing a huge loss to Government exchequer. The case was forwarded to HUD & PHE Department, Lahore vide this letter No. MD/WASA/002/71 dated 01.06.2020, with a request that a formal inquiry may kindly be ordered to proceed against the above named officer


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of WASA, LDA, for recovery of financial loss to the Government exchequer. It has been directed by the above Govt office to place the initial report in the instant matter before the Governing Body of WASA, RDA, Rawalpindi, for further necessary action.

Decision:-

It was decided that the case may be re-submitted to Government of the Punjab, HUD&PHE Department by stating that a fact finding probe may be carried out to dispose of the matter in light of recommendation of Probe Officer.

In the end, the Chair of the Authority appreciated Raja Shaukat Mahmood, Managing Director WASA on his untiring efforts to combat the flood situation during the monsoon season, 2020.

The list of participants is attached at **Annex-A**.



**Director General
RDA, Rawalpindi**



**Chairman
RDA, Rawalpindi**

LIST OF PARTICIPANTS




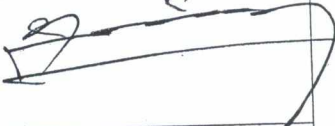

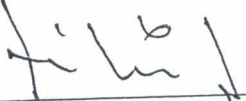
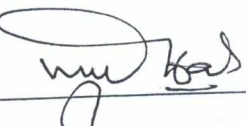


| <u>Sr.</u> | <u>Name & Designation</u> |
|------------|-------------------------------|
|------------|-------------------------------|

- | | |
|-----|---|
| 1. | Mr. Tariq M. Murtaza, Chairman, RDA |
| 2. | Ms. Ammara Khan, DG RDA |
| 3. | Mr. Amjad Mahmood Ch. MPA, PP-13 |
| 4. | Major (R) M. Latasub Satti MPA, PP-06 |
| 5. | Mrs. Nasreen Tariq MPA, W-301 |
| 6. | Mr. Muhammad Muqarrab Ali Technical Expert |
| 7. | Raja Shaukat Mahmood, MD WASA |
| 8. | Mr. Akhtar Abbasi, S.E. PHED Rep. HUD&PHE Department |
| 9. | Ms. Saima Ghafoor, Deputy Director (Dev.) Rep. of P&D Department & DC office, Rwp. |
| 10. | Ehsan Saeed, AAO/ DAO, Rep. of Finance Department |
| 11. | Kh. Imran Safdar CCO MCR, Rep. of Administrator |
| 12. | Mr. Amer Rashid Director Engineering, RDA |
| 13. | Ms. Saima Younis Director (LD&EM) |
| 14. | Mr. Asif Mahmood Director (Admn & Finance) |
| 15. | Mr. Shahzad Haider Director (MP&TE) |
| 16. | Mr. Muhammad Ijaz, Deputy Director (Planning), RDA |
| 17. | Mr. Aziz Ullah Deputy Director Engineering, RDA |

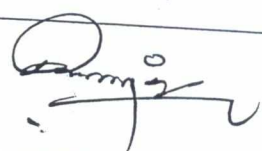

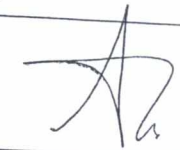
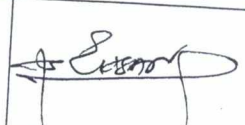
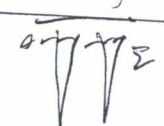
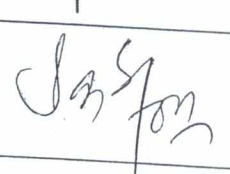
In-chair

RAWALPINDI DEVELOPMENT AUTHORITY
48th AUTHORITY MEETING
HELD ON 10.07.2020

ATTENDANCE SHEET

| S.# | Name & Designation | Phone # | Signature |
|-----|---|--------------|---|
| 1. | Mr. Tariq M. Murtaza / Chairman RDA | |  |
| 2. | Ms. Ammara Khan, Director General, RDA | |  |
| 3. | MD WASH Raza Shaukat Mahmood | 0331-2657377 |  |
| 4. | S.E. QHEP, HUD & PHE Dept M. Akhtar Abbasi | 0308-8883308 |  |
| 5. | Maj. R. M. Latifullah Satti MPA- PP- G | 03114405555 |  |
| 6. | 2131618, 213181 1333 | 0300555422 |  |
| 7. | Nasrin Taria | 03345308766 | Nasrin Taria |
| 8. | M. Muqasam Ali | 0323-510005 |  |
| 9. | Kh. Imran Sadaq CCO MCR | 0300-8487815 |  |
| 10. | Amer Rashid | 0300507505 |  |

RAWALPINDI DEVELOPMENT AUTHORITY
49th AUTHORITY MEETING
HELD ON 16.09.2020

| | | | |
|-----|--|-------------------|---|
| 11. | Shehzad Hides Dir (MP & TE), RDA | 0335012577 | ↓ M |
| 12. | Muhammad Ijaz Dy. Director (Planning) | 0333- 5158475 |  |
| 13. | Sadima Yunnus Dir. LD & EM | 0331 5558483 |  |
| 14. | Azizullah Khan By Direct | 0333 - 5289384 |  |
| 15. | EMMAN SAIED AAO/o DMD Rawalp. | 0345 5313820 |  |
| 16. | Asif Mahmood Dir (R&F), RDA | 0300 8303183 |  |
| 17. | Sadima Ghaffoor | 0333 - 4110777 |  |
| 18. | | | |
| 19. | | | |
| 20. | | | |
| 21. | | | |