



PHA FOUNDATION

MINISTRY OF HOUSING & WORKS

SHAHEED-E- MILLAT, SECRETARIAT, BLUE AREA, ISLAMABAD

No. PHA-F/39th BoD Meeting/2020/186

Dated: April 29, 2020

Subject: MINUTES OF 39TH BOD MEETING OF PHA FOUNDATION HELD ON APRIL 22, 2020 IN COMMITTEE ROOM OF PHA FOUNDATION, ISLAMABAD.

I am directed to enclose copy of approved Minutes of 39th meeting of BoD of PHA Foundation which was held under the chairmanship of Federal Minister for Housing & Works / Chairman, PHA Foundation on April 22, 2020 at 02:30 PM in the Committee Room of PHA Foundation, Islamabad.

Encl: As above


(MUHAMMAD IRFAN KHAN)
Director (Monitoring & Coord)

Distribution:

1. Ch. Tariq Bashir Cheema,
Federal Minister for Housing & Works/
Chairman, PHA Foundation,
Islamabad.
2. Dr. Imran Zeb Khan,
Secretary Housing & Works,
M/o Housing & Works,
Islamabad.
3. Mr. Zahoor Ahmed,
Additional Secretary,
M/o Housing & Works,
Islamabad.
4. Mr. Tariq Rashid,
Chief Executive Officer,
PHA Foundation,
Islamabad.
5. Dr. Shahid Mehmood,
Member Engineering,
CDA, Islamabad.
6. Muhammad Yaseen Shar Baloch,
Joint Secretary (Admin),
M/o Housing & Works,
Islamabad.
7. Mr. Rizwan Ahmed Sheikh,
Financial Advisor (Works)/
Joint Secretary, Finance Division,
Islamabad.
8. Mr. Waseem Hayat Bajwa,
Director General,
FGEHA, Islamabad.
9. Mr. Anwar ul Haq Dogar,
Joint Engineering Advisor,
M/o Housing & Works,
Islamabad.
10. Mr. Shahid Farzand,
Director General,
Pak. PWD, Islamabad.

Copy for information to:

- i. PS to Chief Executive Officer, PHA Foundation, Islamabad.
- ii. PA to Chief Engineer, PHA Foundation, Islamabad.
- iii. PA to All Directors, PHA Foundation, Islamabad.
- iv. Section file.

MINUTES OF 39TH BOD MEETING OF PHA FOUNDATION

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39th Meeting of the Board of Directors of PHA Foundation was held under the chairmanship of honorable Federal Minister for Housing and Works / Chairman, PHA Foundation on April 22, 2020 at 02:30 PM in the Committee Room of PHA Foundation, Islamabad.

2. The meeting started with recitation from the Holy Quran.

AGENDA ITEM NO. 01

CONFIRMATION OF MINUTES OF 38TH BOD MEETING OF PHA FOUNDATION.

DISCUSSION:

The forum was informed that the minutes of the 38th BoD meeting were circulated among all members of Board of Directors and reservation received from Financial Advisor / Joint Secretary Expenditure (Works), Member BoD were incorporated. Hence, the amended minutes were placed before the Board for approval.

DECISION:

The BoD confirmed minutes of 38th BoD meeting with the following amendments:-

Table Agenda Item No. 4 (ii) The eligible employees of M/o Housing & Works (main) as well as Board Members shall be allotted housing units on construction cost basis and delayed payment charges (DPC) shall not be levied upon them.

AGENDA ITEM NO. 02

EFFECT OF CORONA PANDEMIC ON DEVELOPMENT WORKS AND CURRENT STATUS OF VARIOUS PROJECTS.

The Board of Directors was informed that Corona pandemic hit the country in the first quarter of the current year 2020 but worsened since 20th March 2020 and almost all the industries/offices etc. were affected/closed.

2. Although there were no directions for suspension of construction activities but it severely affected the construction industry mainly due to the following reasons:

- a) Disruption of supply chains of materials required for construction project.
- b) Non-availability of labour required for construction project.
- c) Closure of all offices in private sector / consultants especially in Karachi and Lahore.

3. It was further apprised that in light of the same, the current status of the projects, action taken by PHAF and effects on the projects were as under:-

I. On Going Projects

- a) The work on ongoing projects were badly hit due to disruption of supply chains of materials required for construction project (i.e. cement, crush, marble, tiles,

- sanitary fixtures etc.) and non-availability of labour required for construction project.
- b) Further contractors of almost all the on-going projects had been approaching the employer and consultant of the project regarding the difficulties being faced in continuing /non being able to execute the work at site.
 - c) In pursuance to Order No.1(1)-HC/2020 dated 24-03-2020 issued by Office of District Magistrate ICT, Islamabad, PHAF directed all the consultants / contractors that necessary precautionary measure for safety of the workers would be taken at site immediately in accordance with Para-3(e) of the order dated 24-03-2020 i.e. "Construction sites will function after taking necessary precautionary measure for safety of the workers to be inspected by the Industries and Labour Department ICT".

II. Regarding the upcoming projects (In the planning stage) at Peshawar

The Board was further informed that the recently launched Peshawar Project had also been affected by the Corona Pandemic and the resultant lock down as the project was located in the Surizai Area of Peshawar and due to the Corona Pandemic (since all offices were closed) the land demarcation could not be initiated and had not been finalized up till now. It was informed that PHAF had, however in the meanwhile completed the procurement of services of detailed design consultant as per PPRA Rules and M/s NESPAK stood 1st in the bidding process. Agreement M/s NESPAK had been signed and they had initiated work. The detailed membership drive for the project was also initiated and to date around 18000 memberships had been registered. The last date for the same had been extended till 30th April, 2020.

III. Regarding the recently started projects (under execution) in Quetta

The Board was apprised about the impacts of Corona Pandemic and the lock down on Kuchlak Road Quetta Project which were as under:-

- a) Contracts for construction of buildings were awarded to various contractors in accordance with PPRA rules whom after signing of the contract agreement mobilized at site but no activity could commence due to severity of Corona Pandemic in Quetta.
- b) Bids/proposals were invited as per PPRA Rule 36(b) (Single stage two envelop bidding process) in accordance with PPRA Consultancy Regulations 2010 Rule 3 for hiring of the supervisory consultancy and M/s EA stood 1st in the said bidding process. Accordingly Acceptance Letter along with Agreement were sent to the consultant office. Since the office of M/s EA Consultant was situated in Karachi where there was complete lock down the same could not be signed.
- c) As soon as the situation would normalize, the agreement would be signed and work would commence at site.

DISCUSSION:

- i. The Deputy Chairman, BoD and DG, FGEHA were of the view that the SoPs for construction at site in the back drop of Corona Pandemic and in the light of PM's directions, be issued to the concerned Deputy Commissioners.
- ii. The chairman BoD inquired as to when would actual physical work commence at site on Peshawar Project. The Board was informed that the tendering process would start

after completion of the design phase and physical work would commence in September, 2020.

- iii. The Board was further informed that the contractors had mobilized at Quetta Project site since March, 2020, but due to Corona Pandemic the physical activity was yet to be commenced.

DECISION:

After thorough discussion, it was decided that SoPs for construction in the light of PM's directions, be issued to concerned Deputy Commissioners on the same lines as was done by FGEHA.

AGENDA ITEM NO. 03

DEFERMENT OF INSTALLMENT /EXTENSION OF TIME SCHEDULE FOR THE DEPOSIT OF INSTALLMENTS IN I-12/1, I-16/3 AND KUCHLAK ROAD QUETTA PROJECTS.

It was informed that PHA-Foundation had ongoing projects in I-12/1, G-10/2 and I-16/3 in Islamabad and one project in Quetta Baluchistan whose payment schedule was underway and allottees of all these projects were paying their installments on quarterly basis. As per approved policies of PHAF, if an allottee failed to pay the due installment as per the time schedule and date, he / she was liable to pay delayed payment charges @ 1% of the default amount.

2. In view of disruption of economic activities all over the country by the Government of Pakistan to ensure social distancing in order to avoid spread of the Virus the financial position of the people was effected. The Government, taking cognizance of the situation, extended subsidies/ relief in different facets of economy especially construction industry.

3. In view of the above, several allottees of I-12/1, I-16/3, G-10/2 and Kuchlak Road Quetta project had requested for deferment of installment in the ongoing projects. It was proposed that the allottees would be facilitated in the payment schedule from April to June 2020 (03 months) was deferred. The due installment of this tenure would be collected from the allottees at the end of payment schedule and no DPC would be charged for the said period.

DECISION:

After thorough discussion, it was decided that the allottees of I-12/1, I-16/3, G-10/2 and Kuchlak Road Quetta Project be facilitated by deferring the payment schedule from April to June 2020 (03 Months). The due installment of this tenure be collected from the allottees at the end of payment schedule and no DPC will be charged for the said period.

AGENDA ITEM NO. 04

RE-APPROPRIATION OF ANNUAL BUDGET OF PHAF FOR THE FISCAL YEAR 2019-2020

The Board was informed that a meeting of the Finance & Accounts Committee of PHA-F was held on 16-04-2020 in the office of JS Expenditure (Works), Finance Division, Islamabad regarding re-appropriation of following heads of operational budget:-

From				To		
Account code	Description	Available Budget Amount	Amount recommended/Endorsed for Re-appropriation	Account code	Description	Amount in Rs.
E-13	Pension Contribution	2,644,978	1,400,000	E-13	CP Fund	2,200,000
E-21	Misc. Exp Others	2,679,187	840,000	E-14	POL Charges	750,000
E-21	Misc. Expenses and Uniform	500,000	400,000	E-14	Transportation Charges	25,000
E-20	Utility Expenses, Electricity	2,000,000	1,800,000	E-15	Telephone Expenses PTCL	625,000
				E-21	Misc. Expenditure Entertainment	200,000
				E-16	Repair Expenses, Office Equipment	200,000
				E-16	Repair Exp. Computers & Peripherals	50,000
				E-21	Misc. Expenses Newspaper	40,000
				A-01	Purchase of Computer & Peripherals	200,000
				E-16	Web host charges	150,000
Total Amount			4,440,000	Total Amount		4,440,000

2. The BoD was further informed that the Committee reviewed the budget of PHA-F head-wise and expenditure made under different heads to ascertain the proposed requirements for re-appropriation from the heads with surplus allocations to the heads in which PHA-F was facing shortfall. After detailed analysis of the budget, expenditure and further requirements of PHA-F, the Finance & Accounts Committee of the PHA-F Board considered re-appropriation of budgetary allocation by taking into account the justifications afforded by PHA-F regarding the re-appropriation of budget estimates for the FY 2019-20 and rationalization of budgetary heads.

3. The BoD was apprised that the committee after detailed deliberations recommended the above mentioned re-appropriation proposal for placement in the BoD meeting for approval. The committee further recommended that funds may be allocated in next budget for




provision of uniforms to Naib Qasids and Drivers for further necessary action by the Purchase Committee of PHA Foundation.

DECISION:

The Board of Directors unanimously approved the recommendations of Finance and Accounts Committee of PHAF regarding re-appropriation of budget for Financial Year 2019-20. It was further decided that the budget proposals for Financial Year 2020-21 be finalized by May 20, 2020 and placed before the BoD for approval by June 10, 2020.

AGENDA ITEM NO. 05

REVIEW OF MARKUP RATES OF DAILY PRODUCT BANK ACCOUNTS MAINTAINED WITH JS, HMB AND SILK BANKS

The BoD was informed that PHA Foundation is currently maintaining funds with three banks namely Silk Bank Ltd, JS Bank Ltd and Habib Metropolitan Bank Ltd on daily product market basis. All the accounts were opened in line with Finance Division guidelines, 2003 amended from time to time and at the time of opening of the bank accounts the banks were instructed that any upward movement in the interest rates would cause the offered rates by the bank automatically adjusted upwards. Whereas, in case of downward movement the same would initially be brought into the notice of the Management and F&A Committee for examination and further directions. The same was approved by the BoD in its 34th meeting.

2. The BoD was further informed that all aforementioned banks informed about the reduced markup rates in accordance with latest monetary policy announced by the State Bank of Pakistan. Details of bank wise revised rates are as under:

Bank name	Previous rate (%)	Revised rate (%)
Silk Bank Ltd	13.00	10.80
JS Bank Ltd	13.05	10.80
Habib Metro Bank Ltd	12.50	10.25

3. The BoD was informed that abovementioned item was placed before Finance & Accounts Committee for review and recommendations. Accordingly, the F&A Committee reviewed the reduced rates offered by the banks along with TDR's on monthly / quarterly rollover basis for cross examination with daily product rates for optimization of the profit in the best interest of the organization. The details of DPA and TDR rates were as under:-

BANK NAME	DPA (%)	TDR (%)	
		1 MONTH	3 MONTH
Silk Bank	10.8	10.8	10.9
JS Bank	10.8	10.45	10
Habib Metro Bank	10.25	9.5	9.75

4. The Board was further informed that F&A Committee after detailed deliberations recommended the following for approval of BoD:-

- The committee reviewed monthly short term and quarterly TDR rates and observed that TDR rates were less than the rates offered for DPA. The committee recommended that keeping in view of the downward trend of monetary policy due to

COVID-19 outbreak, PHAF would maintain bank accounts with same banks on revised offered rates by ensuring that difference among quoted rates and monetary policy invoked at that time would remain same.

- The management of PHAF would periodically obtain the rates of monthly and quarterly TDR rates and if there were differences in the rates then would place the matter before the BoD for approval on roll over basis i.e. 80% of operational funds and 50% of the project accounts funds.
- The management of PHA-Foundation would observe the Finance Division Guidelines 2003 as amended from time to time in letter & spirit and would be vigilant of the monthly rates whereby if any major fluctuation was noticed, the same would be reported to Finance & Account Committee and PHA-F Board inter-alia.

DECISION:

After thorough discussion, the Board approved the above mentioned recommendations of Finance and Accounts Committee of PHAF in the best interest of the organization.

AGENDA ITEM NO. 06

ALLOTMENTS OF QUOTA IN FGEHA PROJECTS FOR THE EMPLOYEES OF PHA FOUNDATION AND ENTITLEMENT IN ESTATE OFFICE GOVERNMENT OWNED RESIDENTIAL ACCOMMODATION

The Board was apprised that PHA Foundation has been working under the umbrella of Ministry of Housing & Works. Being one of the implementing arms of Ministry of Housing & Works, PHA Foundation has been consistently striving to eliminate shelterlessness and to reduce the housing shortfall in Pakistan. PHA Foundation had also been providing affordable housing units to low and middle income groups of Pakistan on ownership basis. Since its inception, PHA Foundation had constructed several housing schemes for General Public and Federal Government Employees at prime locations of Federal and Provincial Capitals.

2. It was further apprised that Federal Government Employees Housing Authority was providing residential plots to the employees of federal government and various others segments wherein specific quota of allotment for the employees of Ministry of Housing & Works, Federal Government Employees Housing Authority, Pak PWD, Estate Office and NHA had been reserved. However, the employees of PHA Foundation were not entitled for allotment of plot in Housing & Works quota against which all other employees of the Ministry and its attached departments were entitled despite being part of the Ministry of Housing & Works.

3. It was mentioned that PHA-F had reserved 5% quota in its all projects for the employees of Ministry of Housing & Works. Therefore, it was requested that all employees of PHA-F including deputationists might also be considered for the allotment of plot in the housing projects of Federal Government Employee Housing Authority.

4. It was further apprised that Estate office is an attached department of Ministry of Housing & Works and providing Government owned residential accommodation to the employees of Ministries/Divisions and Departments etc. However, regular employees of PHA-F were not entitled for the allotment of government owned residential accommodation through Estate Office. Moreover, Lodges of Pak. PWD located at various cities had also been charging higher rates from the employees of PHAF as compared to other employees of

Ministry of Housing & Works. It was, therefore, requested that approval might be accorded for the entitlement of PHAF regular employees in government owned residential accommodation through Estate Office and the rates of rent of federal lodges applicable for the employees of Ministry of Housing and Works might also be extended to the employees of PHAF.

DISCUSSION:

5. The Director General, FGEHA apprised that the request of PHAF was genuine as no specific quota for allotments of plots for the employees of PHAF was reserved in FGEHA. He proposed that 1% quota for allotment of plot could be reserved for the employees of PHAF. He further requested the Board that PHAF would reserve 1% quota for the employees of FGEHA in their housing schemes (on Government rate) on reciprocal basis.

6. Regarding the consideration on PHAF employees for allotment of government owned accommodations managed by Estate Office, the Deputy Chairman BoD apprised the Board that these accommodations were meant for Federal Government Servants. The employees of PHAF could be considered for allotment of government owned accommodations provided that the allocation of accommodations rules were amended. Therefore, it would be appropriate that PHAF initiated a case with Ministry of Housing & Works for the amendment of the subject rules.

DECISIONS:

The BoD after detailed deliberations approved the following:-

- i. The BoD approved that PHAF would reserve 1% quota for the employees of FGEHA (both regular & deputationists) in its housing projects at Federal Government rates. The BoD asked PHAF to forward a case to FGEHA for reservation of 1% quota for the employees of PHAF (both regular & deputationists) in the allotment of residential plots in their schemes. The BoD further directed Director General, FGEHA to place the case before the upcoming BoD meeting of FGEHA for endorsement.
- ii. The BoD approved that PHAF would take up the case with Ministry of Housing and Works for entitlement of the employees of PHAF for allotments of government owned accommodation managed by Estate Office.
- iii. The employees of PHAF would be charged as per the rent rates of federal lodges notified for the employees of Ministry of Housing & Works.

AGENDA ITEM NO. 07

IMPOSITION OF DELAYED PAYMENT CHARGES @ 2% OVER THE ALLOTTEES OF KURRI PROJECT NOT PAYING THE ADDITIONAL COST.

It was apprised that PHA-Foundation offered possession of houses to allottees of PoR Residencia Project Kurri Road in March 2019. The allottees were asked to clear all outstanding dues against their housing units (including the additional cost) and takeover possession. The allottees were issued several letters and reminders followed by the SMS and telephone calls. In response some of the allottees cleared their outstanding dues on account of principal amount of housing unit but pace of clearance of additional cost by the allottees was very slow. On the other side, the Engineering Wing awarded the contract of the

infrastructure which required finances. The details of defaulter allottees were as tabulated below:

Category	Total Housing Units	Additional cost (per Unit) Rs	Defaulters of Additional Cost	Total amount outstanding
Cat-I	117	1,642,723	50	82,136,150
Cat-II	178	10,079,39	97	97,770,083
Cat-III	293	443451	195	86,472,945
Total	588	3,094,113	342	266,379,178

2. It was apprised that in order to maintain the flow of funds for in time completion of the project, it was proposed that delayed payment charges @ 2% on the additional cost would be imposed over the allottees not paying the additional cost outstanding against their housing unit.

DISCUSSION:

3. The Chairman of the BoD asked the management of PHAF to arrange a meeting with the association of the allottees of the project to deliberate over the issue. CEO, PHAF apprised that all possible channels were exhausted before bringing the matter before the BoD. Deputy Chairman BoD asked the management of PHAF to inform the defaulters of the imposition of DPC @ 2% against the outstanding additional cost towards their housing units.

DECISION:

The BoD after thorough discussion decided that the defaulters would be given one month grace period for clearing their outstanding dues. Active communication through notices, SMS and calls would be maintained with them. A DPC @ 2% would be charged on the additional cost w.e.f. 1st June, 2020.

AGENDA ITEM NO. 08

REVISION OF CONSTRUCTION PLAN IN PACKAGE 09 (BLOCK, V, W & Z) IN I-12/1 PROJECT OF PHA-FOUNDATION.

The BoD was informed that PHA-Foundation launched a housing project for registered Federal Government Employees at I-12/1 Islamabad. Balloting of the apartments was held on December 21, 2015 under chairmanship of Honorable Minister of Housing and Works, in presence of media persons, balloting committee. Under the drive registration scheme, the Federal Government Employees were allotted the flats under two categories (D & E types).

2. For expeditious construction and completion of work, the whole project was divided into ten different packages. All ten packages were given to different contractors. The construction work on all packages had been underway except package 09 which included "E" Type apartments of Blocks (V, W & Z) which had been under litigation with no development work since 2016. The allottees of these apartments have been pressing hard for progress on package.

3. It was further informed that the project consisted of 3200 apartments. Their construction had been underway on land of around 15 Acres. After completion of the project, 3200 families would be shifted in this project. There would be no parking space for vehicles, motorbikes of the allottees. Similarly, all these families would require space to meet the social needs like a community center.

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4. In order to provide parking space, opportunity for social life and catering for the observation of CDA on the building plan of the project, it was proposed that the construction plan of the Package 09 should be revisited. The existing allottees of package 09 would be adjusted in other blocks where construction was underway. The engineering wing of PHAF would come up with revised construction plan while keeping in view the above mentioned factors. The revised plan would be presented before BoD for approval

DECISION:

The BoD unanimously approved the proposal regarding revision of package 9 (Blocks V, W & Z) of I-12/1 Project, Islamabad which would be prepared by the Engineering Wing of PHAF and placed before the upcoming BoD.

TABLE AGENDA ITEM NO. 01

CONSTITUTION OF "LAND & ESTATE COMMITTEE" OF PHA-FOUNDATION.

The BoD was informed that PHA-Foundation launched several projects since its inception and completed various projects in cities like Islamabad, Karachi, Lahore and Peshawar. It had handed over 24 projects to respective allottees. Till date 6362 apartments/houses had been handed over to the allottees. Furthermore, the quantum of work in the Estate Wing of PHAF had increased for past few years and was expected to further enhance due to the focus of current government over the provision of affordable housing facility to the people. It was briefed that 6236 apartments were under construction and 20000 apartments/row houses were in planning phase in Islamabad, Lahore and Peshawar. PHAF had also planned to launch housing scheme for lower income groups in Gilgit Baltistan and around 8000 apartments were in planning phase in Gwadar for fisherman community. It was further informed that there were several other potential schemes in the pipeline.

2. Besides, various issues of allottees like imposition of delayed payment charges, revision of installment plan, fixation of cancellation charges etc., required to be examined and evaluated independently by a committee consisting of the relevant officers before presenting them to the competent forum. In order to make informed decisions on such issues it was proposed that a dedicated Land & Estate Committee may be constituted. The composition of the committee would be as follows:

i. Joint Secretary (Estate), M/o H&W	Chairman
ii. Director (L&E), PHAF	Member
iii. Deputy Director (Estate/Land)	Member

3. The ToRs of the committee would be as follows:

- i. Identification of land and coordination with land donning authorities for acquisition of land for launching of new projects.
- ii. To deliberate transfer/mutation of land in the name of PHA-Foundation.
- iii. Signing of MoUs with provincial authorities/land donning authorities.
- iv. To deliberate over the different aspects of the project before its membership drive.
- v. Rescheduling of payment plans of different projects.
- vi. To discuss and recommend different quotas in a project.
- vii. To propose eligibility criteria for a project.
- viii. To finalize and propose terms and conditions of a project.
- ix. Examination of JV projects proposals.

- x. Examination and evaluation of the requests made for waiver of delayed payment charges or additional cost.

DECISION:

After thorough discussion the BoD approved the composition along with ToRs of the proposed Land & Estate Committee of PHAF.

TABLE AGENDA ITEM NO. 02

ALLOTMENT OF ADDITIONAL BLOCK APARTMENTS OF G 10/2 & KURRI ROAD, ISLAMABAD TO THE MEMBERS OF EXECUTIVE APARTMENTS SCHEME.

The BoD was informed that PHA Foundation offered additional blocks apartments at G-10 and Kurri Road to facilitate the eligible members as per the decision of 35th BoD meeting of PHAF Board.

2. It was further informed that PHA Foundation offered those apartments to the Federal Government Officers BPS 20-22 on the market price which was evaluated by evaluators of State Bank of Pakistan. The officers who opted for those apartments were also desirous of applying for regular schemes of PHAF since the subject apartments were offered to them on market rates as evaluated by evaluators registered with State Bank of Pakistan. The BoD was requested to approve the following proposals:-

- i. The officers of BPS 20-22 who had availed apartment on market rate in above said schemes may be allowed to get allotment in any upcoming scheme of PHA-F as Federal Government Employees.
- ii. The officers who had already availed his/her right of a housing unit from PHAF as a government employee can get allotment from PHAF on market rate in the subject scheme.

DECISION:

The BoD agreed to the proposal of PHAF and directed that the apartments would be offered to the General Public w.e.f. 1st June, 2020, if the opportunity was not availed by the eligible Federal Government Officers. They should be informed through all possible communication channels.

TABLE AGENDA ITEM NO. 03

GRANT OF ADDITIONAL SALARY TO THE DESIGNATED ESSENTIAL STAFF OF PHAF.

The BoD was informed that PHAF had launched the membership drive of PHA Residencia, Peshawar located at Surizai Kohat Road, Peshawar. In the meanwhile, lock down was announced throughout the country due to outbreak of pandemic COVID-19. To cope with the situation, PHA Foundation in consultation with Directors of all Wings, a team of "Essential Staff" was formulated and notified. The team was deputed to ensure their presence in the office on regular basis for the disposal of daily important tasks and to deal with membership drive of PHAF Residencia which required extra efforts and time to achieve the desired objectives. The Board was further apprised that despite of non-availability of public transport, closing of restaurants/canteens/hotels, the employees declared as "Essential Staff" attended the office and put their best efforts to envisage and realize the Prime Minister Housing Programs to provide shelter to needy and poor populations of Pakistan.

2. It was proposed that the essential staff would be compensated by the management of PHAF.

DECISION:

The BoD acknowledged the services rendered by the essential staff and approved the above mentioned proposal with the direction that the management of PHAF may devise criteria for the same.

TABLE AGENDA ITEM NO. 04

INCLUSION OF JOINT SECRETARY (ESTATE), MINISTRY OF HOUSING & WORKS AS MEMBER OF THE PHAF BOARD OF DIRECTORS.

The matter regarding inclusion of Joint Secretary (Estate), M/o Housing & Works as member in existing Board of Directors of PHAF in place of an Engineering member was discussed by the Board of Directors. In this regard the Board was informed that as per SECP regulations for inclusion of any new member in PHAF Board, modifications in Article of Association of PHAF was required, therefore, the matter was required to be taken up with SECP before making any change.

DECISION:

The Board of Directors directed to take up the case regarding inclusion of Joint Secretary (Estate), M/o Housing & Works as Board member with SECP for necessary alternation/amendments in Clause-35 of the Article of Association of PHA Foundation.


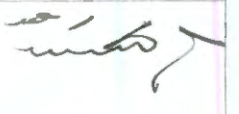

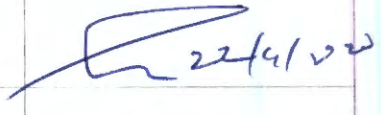


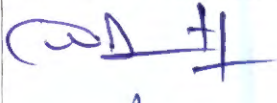

The meeting ended with a vote of thanks to and from the chair.



39TH BOD MEETING OF PHA FOUNDATION

APRIL 22, 2020

ATTENDANCE SHEET

S. No.	Name	Designation	Signature
1	Mr. Tariq Bashir Cheema, Federal Minister for Housing & Works/ Chairman, PHA Foundation, Islamabad	Chairman	P
2	Dr. Imran Zeb Khan, Secretary, M/o Housing & Works, Islamabad	Dy. Chairman	
3	Mr. Zahoor Ahmed, Additional Secretary, M/o (H&W), Islamabad	Member	
4	Mr. Muhammad Yaseen Shar Baloch, Joint Secretary (Admin), M/o Housing & Works, Islamabad	Member	
5	Mr. Shahid Farzand, Director General, Pak. PWD, Islamabad	Member	 22/4/20
6	Mr. Anwar ul Haq Dogar, Joint Engineering Advisor, M/o Housing & Works, Islamabad	Member	
7	Mr. Rizwan Ahmad Sheikh, Financial Advisor (Works)/ Joint Secretary, Finance Division, Islamabad	Member	
8	Mr. Waseem Hayat Bajwa, Chief Executive Officer, FGEHA, Islamabad	Member	
9	Dr. Shahid Mehmood, Member Engineering, CDA, Islamabad	Member	
10	Mr. Tariq Rashid, Chief Executive Officer, PHA Foundation, Islamabad	Member	