FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10-MAUVE AREA, G-10/4, ISLAMABAD
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No.15 (7)/2019-HF (A)/3

17 Sep, 2019

Subject: **MINUTES OF 3RD MEETING OF THE EXECUTIVE BOARD OF FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY HELD ON 04-09-2019**

The 3rd meeting of the Executive Board of Federal Government Employees Housing Authority was held on 04-09-2019 at 11:30 pm under the Chairmanship of Secretary Housing & Works in the Committee Room of Federal Government Employees Housing Authority, Islamabad.

2. The minutes of said meeting are enclosed for kind information / record.

Encl:- As Above

(MUHAMMAD ADNAN DAYAR)
Director (Coordination)

Distribution:-

i. Dr. Imran Zeb Khan
Chairman EC / Secretary,
M/o Housing & Works, Islamabad.

ii. Mr. Afzal Latif
Additional Secretary (Cabinet)
Cabinet Division, Islamabad

iii. Mr. Abdul Aziz Uqaili
Additional Secretary-I,
Ministry of Interior, Islamabad.

iv. Dr. Arshad Mahmood
Additional Secretary (Expenditures)
Finance Division, Islamabad.

v. Mr. Zahoor Ahmad
Additional Secretary
M/o Housing & Works, Islamabad.

vi. Mr. Akhtar Jan Wazir
Additional Secretary
Establishment Division, Islamabad

vii. Mr. Khashih Ur Rehman,
Draftsman,
Law & Justice Division

viii. Mr. Tariq Rasheed
Managing Director,
PHA Foundation, Islamabad.

ix. Mr. Shahid Farzand
Director General,
Pak. PWD, Islamabad.

x. Chief Commissioner
ICT, Islamabad.

xi. Chairman
Capital Development Authority,
Islamabad.

xii. Mr. Waseem Hayat Bajwa,
Chief Executive Officer
FGE Housing Authority.

CC:

1. PS to Minister for Housing & Works, Islamabad.
2. S.P.S. to CEO, FGE Housing Authority, Islamabad.
3. All Directors, FGE Housing Authority, Islamabad
4. Office File.

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10-MAUVE AREA SECTOR G-10/4, ISLAMABAD
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Subject **MINUTES OF 3rd MEETING OF THE EXECUTIVE BOARD OF THE FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY HELD ON 04-09-2019.**

The 3rd meeting of Executive Board of the Federal Government Employees Housing Authority was held on 04-09-2019 at 11:30 am under the Chairmanship of the Honorable Secretary, Ministry of Housing & Works in the Committee Room of FGE Housing Authority. (The List of participants is enclosed).

2. The proceedings of the meeting started with recitation of the Holy Quran.

3. The Chief Executive Officer, FGE Housing Authority welcomed the members of the Executive Board. Following agenda items were discussed in detail by the board:-

Agenda Item No. 1 **CONFIRMATION OF THE MINUTES OF 2nd MEETING OF THE EXECUTIVE BOARD OF FGE HOUSING AUTHORITY HELD ON 22-08-2019.**

4. The Chief Executive Officer apprised that the 2nd meeting of the Executive Board was held on 22-08-2019 and accordingly the Minutes were issued on 27-08-2019. Furthermore, on the minutes, none of the members have sent any observation to the FGEHA.

5. The Chairman asked members regarding any observation on the minutes of 2nd Executive Board meeting. No observation was raised by any member of the Board.

DECISION:-

6. ***The Executive Board unanimously approved the minutes of 2nd Executive Board meeting held on 22-08-2019.***

Agenda Item No.2 **REGULATION - POWERS AND FUNCTIONS OF CHIEF EXECUTIVE OFFICER OF FGEHA.**

7. The Chief Executive Officer briefed the board that in the 2nd meeting of Board held on 22-08-2019, the agenda item regarding delegation of powers from

Executive Board to CEO, FGEHA was discussed in detail. It was decided that the regulations regarding delegation of powers to Chief Executive Officer (CEO), FGEHA and powers and functions of CEO under Section-8 (2) be framed in consultation with the Ministry of Law and Justice and placed in the next meeting of Executive Board.

8. In pursuance of the decision of Executive Board, regulations have been framed in terms of the notification No. 1(9)/2019-HF/L dated 5th August, 2019 and in exercise of powers conferred under Section-21 read with Section 10 of the FGEHA Ordinance 2019 (Ordinance No. VIII of 2019) the FGEHA, which are as under:-

i. **Short title, extent and commencement: –**

a) These regulations may be called the Federal Government Employees Housing Authority Regulation 2019, (Power of CEO and delegation of certain powers by Executive Board).

b) These shall come into force at once.

ii. **Power of Chief Executive Officer (CEO):-**

a. Administration and Estate Management Wing for all matters relating to establishment, holding of meetings of Executive Board, Governing Body and follow up action, floating of schemes and allied matters.

b. Finance wing for control, and enforcement of financial discipline and procedures in respect of the receipts and disbursement, profits and loss, investments and audit of the accounts.

c. Technical Wing responsible for all matters relating to planning and designing of schemes, preparation of contract documents physical implementation of schemes at site and holding of technical committee meetings.

iii. **Delegation of Certain Powers:-**

a. To prepare plans, development, execution, implementation, maintenance, management and regulating of any scheme in the specified area approved by Executive Board.

b. To accord approval of the layout plans, building plans of the scheme in conformity with the local municipal regulations.

c. To accord approval for collection of revenues for maintenance of the schemes and enforcement of regulations made under this Ordinance.

d. To incur any expenditure and procurement of land, buildings, plant, machinery, equipment, instrument and necessary materials for the approved schemes.

e. To carry out, maintenance, arrangement, management and provision of all facilities, services and utilities including water, electricity, gas and sewerage for schemes in the specified area.

f. To do all such acts and deeds and things that may be necessary or expedient for the purpose of proper preparation, planning, development, execution, implementation, management

and maintenance of residential and commercial property in the schemes in the specified area.

g. To recover development charges, transfer fee, service charges, toll or other charges in respect of any land or buildings within any scheme in the specified area as imposed by the Executive Board.

h. To assist, supervise and pass any instruction relevant to achieve the above functions.

9. The Member Planning, CDA stated that the power regarding procurement of services may also be assigned to CEO and made part of the regulations. The Additional Secretary, M/o Finance who attended the meeting for the first time inquired about the powers which are to be retained by the Executive Board after delegation. The CEO, FGEHA briefly explained the powers & functions given to the Executive Board under Ordinance-VIII of 2019. The Chairman stressed the need to further specify the regulations, so that the powers delegated to the CEO shall be distinguished from the powers retained by the Executive Board. The Additional Secretary Law / Draftsman was of the view that there should be a balance between the powers of Executive Board and those delegated to CEO under the relevant rules.

10. The Additional Secretary M/o Finance further observed that the financial powers given to the CEO should be limited and clearly prescribed in regulations in order to smoothly run the affairs of the Authority. The Additional Secretary, Cabinet Division, suggested that the CEO, FGEHA should be given financial powers equivalent to Category-I officer i.e. Secretary of the Federal Government as per Establishment Rules so as to give him autonomy for effective delivery. The Chairman concluded the debate by stating that the Board agreed to delegate powers to CEO, FGEHA, however, these should be further clarified and be brought in the next Executive Board meeting.

DECISION:-

11. The Executive Board after detailed deliberation, approved the Federal Government Employees Housing Authority Regulations 2019, (Power of CEO and delegation of certain powers). It was further decided that a proposal regarding powers delegated to CEO and those retained by the Executive Board under the Ordinance be prepared and brought as an agenda item in the next meeting. Further, the financial limits of sanction may also be proposed and also detailed functions of CEO will be presented before the Board.

Agenda Item No.3 CREATION OF POSTS ON THE RECOMMENDATION OF HR COMMITTEE.

12. The Chief Executive Officer briefed the Board that various posts of technical nature were required in FGEHA. The proposal for creation of these posts was placed in the 2nd meeting of the Executive Board held on 22-08-2019. The Board referred the matter to HR committee of the FGEHA to deliberate upon requirements of the posts and the financial implications involved and to submit recommendation to the Board for final approval.

13. In pursuance of the decision of the Executive Board, the HR committee convened its meeting on 03-09-2019 attended by the following members:-

i.	Additional Secretary, M/o Housing & Works	Chairman
ii.	Joint Secretary (Admn), M/o Housing & Works	Member
iii.	Director (Finance), Housing Authority	Member
iv.	Director (Coordination), Housing Authority	Member
v.	Director (Admn), Housing Authority	Member

14. The Committee examined the requirements of the posts in detail and recommended the creation of following posts:-

S. No.	Designation	BPS	No. of Posts
1.	Chief Engineer	20	01
2.	Deputy Commissioner (Land Acquisition Collector)	18/19	01
3.	Deputy Director (Revenue)	18	02
4.	Assistant Director (Revenue)	17	04
5.	Director (Staff) / Secretary to Authority	19	01
	Karachi Office		
6.	Assistant Director (Admn)	17	01
7.	Assistant Director (Estate)	17	01
8.	Assistant Director (Security)	17	01
9.	Account Officer	17	01
10.	Deputy Assistant Director (Security)	16	01
11.	Sub. Engineer (Civil)	11	02
12.	Sub. Engineer (E/M)	11	01
13.	Data Entry Operator	12	04

15. The Chairman asked Additional Secretary Housing & Works, who is the Chairman of the HR Committee to inform the members about the proceedings of HR Committee meeting held on 03-09-2019. The Additional Secretary Housing & Works briefed the Board that one post of Chief Engineer in BS-20 is required by the FGEHA

for supervision of Technical Wing with the authority to sanction the estimates costing more than 3 millions as per practice in vogue in other sister organizations i.e. Pak P.W.D & PHAF. After the establishment of the Authority, the requirement of the post was necessary, therefore, the HR Committee recommended the creation of the post.

16. The Additional Secretary, Housing & Works further informed that to carry out process of acquisition of land, FGEHA required one post of Director (Land) / Deputy Commissioner / Land Acquisition Collector. The Finance Wing is required to be strengthened to carry out financial functions of the organization effectively and efficiently. Therefore, HR committee recommended creation of one post of Deputy Commissioner / Land Acquisition Collector, 02 posts of Deputy Director (Revenue) and 04 posts of Assistant Directors (Revenue). Some posts were required for Karachi Office which have also been recommended by the HR Committee. One post of Director, Staff / Secretary to Authority is required by FGEHA for signing of agreements; hence, the committee also recommended creation of one post of Director, Staff / Secretary to Authority.

17. The Additional Secretary M/o Finance raised an observation that the composition of HR Committee is indigenous as all the members are from the concerned Ministry and FGE Housing Authority. He suggested that members from other Divisions may be included in the committee in order to properly examine the cases. The Chairman agreed to the suggestion of Additional Secretary Finance and directed that the composition of the HR Committee be reviewed and some officers from Establishment Division and Finance Division may be included in the Committee. The Chairman further directed that the new posts shall be placed in the existing joint cadres of the Authority to avoid future complication with regard to seniority and promotion of the officers. The Additional Secretary Law / Draftsman was however, of the view that legally only members of the Executive Board or officers of FGEHA can be enrolled in the HR Committee.

DECISION:-

18. The Executive Board after detailed discussion, approved creation of posts as recommended by the HR Committee in the minutes of its meeting held on 03-09-2019. The Committee further decided that composition of the HR Committee shall be reviewed with the addition of a member from the Executive Board.

Agenda Item No.4 **REGULARIZATION OF CONTINGENT / CONTRACTUAL STAFF IN THE LIGHT OF JUDGMENT OF ISLAMABAD HIGH COURT & SUPREME COURT OF PAKISTAN.**

19. The agenda item was dropped.

Agenda Item No.5 **ENTITLEMENT / ELIGIBILITY OF PLOT IN RESPECT OF OFFICERS / OFFICIALS WORKING IN FGEHA ON DEPUTATION BASIS.**

20. The Chief Executive Officer briefed the Board that employees of Federal Government and various other departments posted in the Federal Government Employees Housing Authority (previously Foundation) on deputation basis, were declared eligible for allotment plot, under 1% quota reserved for employees of the FGEHA, as per decision of the Executive Committee of FGEHF taken in its 83rd meeting held on 20-08-2005 subject to minimum length of service of 10 years.

21. Subsequently, the Executive Committee in its 93rd meeting decided that employees of Federal Government posted in FGEHF should be eligible for allotment of plot on completion of one & a half years service in the Housing Foundation with 10 years service in the Federal Government, under the quota of employees of the Housing Foundation.

22. In 103rd meeting, the Executive Committee relaxed the required length of service for allotment of plot to deputationists posted in the FGE Housing Foundation, from one and a half years to six months, under the quota of employees of Housing Foundation. In 108th meeting the criteria of one and half year was restored by the Executive Committee which is still in-vogue.

23. The CEO further informed that several requests have been received from the officers posted in FGEHF on deputation basis that they may be allotted plot under the quota of the Housing Authority by relaxing required length of service period from one & a half years to one year service as per criteria adopted by the PHA Foundation.

24. The Additional Secretary Law was of the view that FGEHA has been established as an Authority through an Ordinance which has certain time limit, therefore, the issue should be taken up after the establishment of Authority through an

Act of Parliament. The Chairman and the Board members agreed to the opinion of the Additional Secretary Law.

DECISION:-

25. ***The Executive Board decided that the matter be placed before the Executive Board after*** **establishment of Authority through an Act of Parliament.**

Agenda Item No.6 **UPGRADATION OF THE POST OF DATA ENTRY OPERATOR FROM BS-12 TO BS-15.**

26. The agenda item was dropped.

The meeting of the Executive Board concluded with a vote of thanks to the Chair.