

Minutes of the
5th Executive Committee Meeting

Date and Time: 28th February 2012 at 6:00 pm.
Venue : Pearl Continental Hotel, Rawalpindi.
Participants : Mr. Jawed Akhtar Bhatti (President) in Chair
Raja Amer Iqbal (SVP)
Ch. Iqbal Ahmed (VP)
Mian Mohammad Ateeq Sheikh
Mr. Adil Jan Erkin
Ch. Nadeem A. Rauf
Mr. Mohammad Imtiaz Chowdhry
Mr. Zafar Jamal
Ch. Pervaiz Ahmed Warriach
Mr. Mohammad Khalid Farooq Qazi
Syed Kazim Hasan
Mr. Bilal Maqbool
Mr. Asim Mahmood
Mr. Manzar Khurshid Sheikh
Mr. Mohammad Fayyaz Qureshi
Mr. Muhammad Aslam
Maj. (Retd.) Nouman Mahmud Khan
Mr. Kashif Riaz

Regrets: Mrs. Tehmina Amjad
Mr. Hassan Mustafa
Mrs. Amna Saleem
Mr. Maqsood Ahmed Khan
Mr. S. Ali Raza Saeed Shah (Ex-Officio Member)

Meeting started with the recitation of Holy Quran by Mr. Bilal Maqbool, later President Mr. Jawed Akhtar Bhatti thanked all the members for participation, soon after the proceedings started with the circulated agenda.

Res. No.31 To confirm the Minutes of the 4th Meeting of the Executive Committee held on 21st January 2012.

Mr. Jawed Akhtar Bhatti, President RCCI announced the agenda item number one for approval.

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Decision

Mian Mohammad Ateeq Sheikh confirmed the draft of Minutes, which was seconded by Mr. Adil Jan Erkin.

Res. No.32 To overview the activities from last Executive Committee Meeting to till date.

Activities during the last one month elaborated by the President out of which important events are as under:

- President informed the House that the Chamber from all across Pakistan participated in 4th All Pakistan Chambers Presidents' Conference 30-31st January 2012 and joint declaration was prepared and distributed among all Ministries, Chambers and Associations.
- While discussing the meeting with the Ambassador of Czech Republic, President informed the House that tremendous potential for the export of Pakistani Products is available for Czech Republic.
- Maj. Gen. (Retd.) Javed Iqbal, Chief Executive Officer, Punjab Industrial Estate, Lahore visited RCCI on 13th February 2012 to discuss the prospects of developing a new industrial estate in Rawalpindi. President informed the House that letter to District Coordination Officer has been written for the identification of state owned lands in Rawalpindi.
- While discussing the visit of Indian business delegation, an event hosted by RCCI, President appreciated the role of Executive Committee Members for organizing such a beautiful event. He further added that this act of Chamber has positively influenced the relations of RCCI and Ministry of Commerce.
- The Team of World Bank visited RCCI to analyze the prospects of arranging workshop regarding the capacity building for small and medium enterprises.
- President informed the House that five computers are donated to Rawalpindi Press Club out of which three computers were sponsored by the office-bearers while the two other were purchased by Chamber.

House appreciated the Top-Executive for maintaining healthy activities in Chamber.

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Res. No.33 To consider the applications for the Chamber's Membership of the firms/companies mentioned in the list already provided to the members.

Mr. Jawed Akhtar Bhatti, President presented the agenda for approval.

Decision

Ch. Pervaiz Ahmed Warraich approved the said agenda point, which was seconded by Ch. Nadeem A. Rauf, later on House unanimously approved the agenda.

Res. No.34 To open joint account to RCCI and TDAP

President informed the House that TDAP has instructed the Chamber vide letter No. TDAP-Consultant (EDF)/2012 dated 2nd February 2012 to open a joint account for the transfer of fund i.e. Rs. 20,000,000/- as 1st installment for the construction of Women Business Incubation Center at RCCI.

Decision

The House unanimously approved the resolution for opening joint account of Chamber with TDAP for release of fund for the construction of Women Business Incubation Center at RCCI.

Res. No.35 Approval of staff matters

The President presented the cases of following employees for approval.

1. Ms. Aliya Ahmed, R&D Officer
2. Ms. Farah Jabeen, Office Assistant (Senior)

Decision

House approved the cases of the following employees.

1. Promotion of Ms. Aliya Ahmed, R&D Officer to the post of Senior R&D Officer with effect from 25th February 2012 with increase of Rs.4000/- pm.
2. Appointed as Office Assistant (Senior) on a probation period of 3 months with effect from 1st March 2012 with salary of Rs.10,000/- pm.

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Res. No.36 Any other point with the permission of the Chair.

1. Mr. Mohammad Fayyaz Qureshi highlighted the following points:
 - (a) He inquired about the committee formulated in 12th Executive Committee Meeting on RCCI internal audit of Chamber Accounts.
 - (b) He highlighted the issues related to D Form to be discussed with Ministry of Finance, FBR and DGTO
 - (c) He commented that Executive Committee Members are not utilized up to their potential. Task may be assigned to all the members for having the maximum output. Mr. Asim Mahmood further added that accounts audit is important to avoid problems in future.
 - (d) President RCCI replied that letter will soon be initiated to the nominated members for audit committee. He further informed that internal audit of RCCI accounts is in progress. Mian Mohammad Ateeq Sheikh said that such type of audit will be for internal use and does not relate with the last decision of executive committee.

2. Mr. Mohammad Fayyaz Qureshi and Mian Mohammad Ateeq Sheikh suggested that Executive Committee Member may be informed for all the events at least the executive members who are related or have any interest with the corresponding sectors, Mian Mohammad Ateeq Sheikh also pointed out that there is lack of coordination among the top executives and executive committee members that President is not taking on board the members even at the areas of their interest.
3. Major (Retd.) Nouman Mahmud Khan suggested that a follow-up section may be added in the proceedings of Executive Committee Meeting.
4. Mr. Asim Mahmood added that a form has been developed to identify the earnings and the organizations with their timelines of publication of advertisements in the business vision, he further informed the house that the profitability of the business vision is improved as compare to the previous years. Ch. Nadeem A. Rauf suggested that a professional may be hired for business vision to improve the standards.

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5. President requested the House that two members on roll on basis should visit Chamber from 6th March 2012 to make calls for renewal to their concerned sectors.
6. Vice President, Ch. Iqbal Ahmed asked the House whether the Executive Committee Members may pay the visas processing fee.
7. Mr. Mohammad Imtiaz Chowdhry inquired the following points:
 - (a) Status of RCCI Building
 - (b) The cost of stay for Indian Delegation.

Discussions:

1.
 - (a) President informed that the meeting will soon be called for audit committee.
 - (b) The negotiation with the concerned authorities including FBR for D Form is in progress.
2. New building plan will soon be formulated for the construction of building and the cost of stay for Indian Delegates were born by TDAP.
3. The SOPs for all the major event will soon be formulated to stream line the activities of the Chamber.
4. President appreciated the efforts of Mr. Asim Mahmood for business vision.
5. House unanimously exempted the Executive Committee Members from the payment of delegation fee and security money.

House thanked Executive Committee Member, Mr. Bilal Maqbool for hosting Dinner.

Since there was no other point, the meeting was adjourned with a vote of thanks to the Chair.

(Irfan Manan Khan)
Acting Secretary General

Distribution: All Executive Committee Members