

# **THE SIALKOT CHAMBER OF COMMERCE & INDUSTRY**

## **MINUTES OF MEETING OF THE EXECUTIVE COMMITTEE**

**HELD ON AUGUST 31, 2023**

**01.** A Meeting of the Executive Committee of the Sialkot Chamber of Commerce & Industry was held on August 31, 2023 at 03:30 hours at Sheikh Muhammad Shafi Hall of the Sialkot Chamber.

**02.** Mr. Abdul Ghafoor Malik, President of the Sialkot Chamber of Commerce & Industry presided over the meeting. He thanked the members for attending the meeting.

**03.** The proceedings of the meeting started with the recitation of the Holy Quran by Mr. Choudhry Jahangir Rashid.

**04.** The following members attended the meeting:

• Mr. Abdul Ghafoor Malik	President
• Mr. Wahub Jahangir	Senior Vice President
• Mr. Amer Majeed Sheikh	Vice President
• Mr. Adnan Yousaf	-Member-
• Mr. Afzaal Bhatti	-do-
• Mr. Ahmed Imtiaz Khan	-do-
• Mr. Awais Ahmed	-do-
• Mr. Choudhry Jahangir Rashid	-do-
• Mrs. Gulzaib Waqas Awan	-do-
• Mr. Jawad Hussain	-do-
• Ms. Lubna Tubsim	-do-
• Mr. Matloob Ahmed Qureshi	-do-
• Mian Fiaz Ahmed	-do-
• Mr. Muhammad Shahbaz	-do-
• Mr. Peeter John	-do-
• Mr. Saleem Akhtar Bhutta	-do-
• Mr. Shoaib Imtiaz	-do-

**05. Leave of Absence**

• Mian Imran Akbar	-Member-
• Mr. Naeem Yousaf	-do-
• Mr. Saqib Ashfaq	-do-
• Mr. Toheed Nasir	-do-
• Mr. Zain Ul Abideen	-do-

**06. Special Invitees**

- Mr. Qaiser Baig, Chairman Departmental Committee on Exhibitions
- Mr. Abdul Waheed, Chairman Departmental Committee on Accounts.

**07.** The Committee offered Fateha for departed souls and passed condolence resolution on the sad demise of the following: -

- Mother of Mian Asif Ali, M/s. Shahaba International
- Mr. Babar Younis M/s. Imam Din and Sons

<b>08. Point discussed.</b>	Approval of minutes of meeting of the Executive Committee held on July 31, 2023.
<b>Approval</b>	Approved.

<b>09. Point discussed.</b>	Approval of Statement of Accounts for the month of July 2023 and Audited Accounts for the year ended June 30, 2023.
<b>Discussion:</b>	
Mr. Awais Ahmed congratulated the Office Bearers and Executive Committee Members to reduce the Electricity bill of PKR 1-1.2 (M) due to installation of Solar System. He also acknowledged the efforts of Mr. Wahub Jahangir for installation of Solar System.	
<b>Participants</b>	Mr. Awais Ahmed.
<b>Approval</b>	Approved.

<b>10. Point discussed.</b>	Approval of minutes of meeting for Balloting of Trade Delegation to Japan 2023 held on August 15, 2023.
<b>Discussion:</b>	
Mr. Qaiser Baig shared that in addition to already approved UK & Brazil Trade Delegations, the TDAP had included Trade Delegations for Australia, Canada and USA in its Annual Calendar 2023-24 on request of this Chamber. Moreover, two other events of Made in Sialkot Exhibition and Buyer Seller Event had also been approved by TDAP. He said that it had been done with the support of the President. He also praised the Executive Committee Members and thanked the TDAP to include Trade Delegations in its Annual Calendar. He said that it was the first time in Chamber's History that 5 subsidized Trade Delegations had been included in TDAP Calendar.	
The President appreciating the services of Mr. Qaiser Baig said that he had done his best-efforts as Chairman of the Committee. The President said that the Trade Delegations which had been processed should be sent, as soon as possible because lot of members inquired from the Secretariat, in this regard.	
Mr. Qaiser Baig replied that it was delayed due to transfer/posting of the Commercial Attaches. He added that he was regularly in contact with the Department and as the process was completed the delegation would be sent.	
Mr. Wahub Jahangir requested the house to acknowledge the commendable efforts of Mr. Qaiser Baig as Chairman of Departmental Committee on Fairs & Exhibitions to approve number of Trade Delegations. The house appreciated Mr. Qaiser Baig.	
<b>Participants</b>	The President, Mr. Wahub Jahangir and Mr. Qaiser Baig.
<b>Approval</b>	Approved.

<b>11. Point discussed.</b>	Approval of minutes of meeting on visit of Mr. Fareed Iqbal Qureshi, Secretary Trade Development Authority of Pakistan held on August 01, 2023.
<b>Approval</b>	Approved.

<b>12. Point discussed.</b>	Approval of Report on awareness session regarding Solar System by Safe Solar Ltd held on August 03, 2023.
-----------------------------	---

<b>Approval</b>	Approved.
-----------------	-----------

<b>13. Point discussed.</b>	Approval of Report of meeting with the Representatives from British High Commission, Islamabad held on August 09, 2023.
<b>Approval</b>	Approved.

<b>14. Point discussed.</b>	Approval of minutes of meeting of the Departmental Committee on Martial Arts/MMA/Fitness held on August 10, 2023.
<b>Approval</b>	Approved.

<b>15. Point discussed.</b>	Approval of minutes of meeting with Mr. Mohammad Arshad Gillani, Director, Strategic Export Control Division, Ministry of Foreign Affairs held on August 11, 2023.
<b>Approval</b>	Approved.

<b>16. Point discussed.</b>	Approval of Report of a program on Celebration of Independence Day of Pakistan held on August 12, 2023.
<b>Approval</b>	Approved.

<b>17. Point discussed.</b>	Approval of Report of a Program Regarding Certificates/ cash prize distribution ceremony among Rescue 1122 team held on August 15, 2023.
<b>Discussion</b>	
Mr. Muhammad Shahbaz Saim thanked the President for his cooperation in organizing the program of 1122. He said that it was the first time ever since 2008 that this Chamber had organized to appreciate and acknowledge the services of Rescue 1122 Staff. It was made possible with the support of the President. Mr. Muhammad Shahbaz Saim praised the Rescue 1122 of serving humanity and its commitment to saving lives regardless of the circumstances. He said that the employees of Rescue 1122 were working bravely and with courage during critical situations such as floods, earthquakes, and other natural disasters. He shared instances of the Rescue organization's contributions during the Turkiya earthquake, underscoring their role in providing relief and assistance to those in need. He expressed that the efforts of the Rescue 1122 team should not go unnoticed and their dedication should be rewarded with Civil Awards as well.	
<b>Participants</b>	The President and Mr. Muhammad Shahbaz Saim.
<b>Approval</b>	Approved.

<b>18. Point discussed.</b>	Approval of minutes of two meetings regarding Sialkot Export Processing Zone (SEPZ) held on July 22, 2023 and August 15, 2023.
<b>Approval</b>	Approved.

<b>19. Point discussed.</b>	Approval of minutes of meeting on visit of Mr. Javaid Badar, Chairman, Punjab Revenue Authority (PRA) held on August 17, 2023
<b>Approval</b>	Approved.

<b>20. Point discussed.</b>	Approval of minutes of meeting of Sub-Committee on SCCI's Website Up-gradation held on July 12, 2023.
<b>Approval</b>	Approved.

<b>21. Point discussed.</b>	Approval of minutes of meeting of the Departmental Committee on Human Resource held on August 30, 2023.
<b>Approval</b>	Approved.
<b>22 Point discussed.</b>	Approval of minutes of meeting of the Departmental Committee on Membership/Bye-Laws held on August 29, 2023.
<b>Approval</b>	Approved.

**Any Other Point:**

**23.** Miss Lubna Tubsim said that a student Ms. Noor Fatima D/O Abdul Sattar had submitted an application in this Chamber for the financial support to pay her 3rd Semester fee. She was a Law student and was unable to pay the fee.

Miss Lubna Tubsim said that Sialkot Chamber had an Education Fund, therefore, the funds could be issued from it.

The house unanimously approved the application of Noor Fatima D/O Abdul Sattar for financial support.

**24.** Mr. Amer Majeed Sheikh said that Annual Renewal Bill of an amount of Rs. 538,032/- was received from M/s. Tresmark (Pvt) Ltd., against services of Foreign Exchange Rates displayed on LCD in the lobby of this Chamber.

After thorough discussion, the house unanimously approved Annual Renewal bill of an amount of PKR 538,032 of M/s. Tresmark (Pvt) Ltd.

**25.** Mr. Amer Majeed Sheikh said that Mr. Umair Nisar, Deputy Secretary R& D had requested for the provision of lap top to him for Office Working. In this regard, the quotations had been called from different vendors and the lowest rate offered by M/s. Computer World was Rs. 310,000/-. It required approval from the house.

The house unanimously approved the request to purchase the laptop amounting to Rs. 310,000/-.

**26.** Mr. Amer Majeed Sheikh said that an application for the loan of Rs. 500,000/- with the deduction of PRK 5000/- per month from salary and half amount of Annual Bonus of Mr. Farooq Ahmed, Security Camera Operator had been received. He required the said amount for construction of his house. He had been working from the last 13 years as Camera Operator in this Chamber. Gratuity entitlement was Rs. 424,320/- from which he had already availed Rs.145,000/- and the remaining balance was Rs. 279,320/.

**The house discussed the application, in detail, and after thorough discussion, the house unanimously approved PKR 400,000/- loan and PKR 100,000/- as Special Grant.**

**27.** Mr. Amer Majeed Sheikh said that Miss Nida Tabassum, Coordinator/Personal Secretary of this Chamber had gone to perform the Umrah. In this regard she had requested for special leave from August 24, 2023 to September 08, 2023 which required approval from the EC.

The house unanimously approved the request for Special Leaves of Miss Nida Tabassum from August 24, 2023 to September 08, 2023.

**28.** Mr. Wahub Jahangir said that Executive Committee had approved 100KW Solar System but, as per the capacity, 92 KW Solar System had been installed. He informed that during the installation of Solar System was noted that 12 UPS with 28 Batteries were installed in this Chamber on different locations with Computers as back up. Normally, the life of a battery was two years and its recurring cost was very high, therefore, it was consulted with the Vendor (who had installed the Solar System). He added two invertors and eight batteries in his solar system and replaced the existing back system by shifting it to the Solar Energy. In this way, it had been managed optimally with the minimum cost.

Mrs. Gulzaib Waqas Awan asked the company by whom the Solar System was installed.

Mr. Wahub Jahangir replied that it was M/s. Solar 92.

**29.** Mr. Afzaal Bhatti discussed the issue of revision of the limits of the Revolving Refinance under the Export Finance Scheme (EFS). He said that it had made reduction upto 30% in the allocation of limit to Commercial Banks. He suggested that the Chamber should take up the matter and issue a press release with raising apprehensions on the circular of SBP.

The President replied that a letter had already been written to Governor State Bank but the protest would again be recorded.

**30.** The President thanked all the Executive Committee and Chairmen Committees who fully cooperated with him and performed according to their capacity. He also appreciated the Staff on their working.

**31.** Mrs. Gulzaib Waqas Awan thanked the President for installation of Street Lights near to the Hostel & Staff Quarter of Government Nawaz Sharif Degree College.

**32.** Mr. Wahub Jahangir said that the productivity of a Solar System depended upon its proper upper kits cleaning system. He said that there was no issue of its cleaning during the rainy season but over the period of rest of 9 months, the cleaning aspect was very important. He suggested that an automatic cleaning system could be installed and its cost would be PKR 5-7 lac. He said that the cleaning issue would be resolved, if the house approved to install the Automatic Cleaning System.

Mr. Amer Amer Majeed Sheikh said that the Solar Company who had installed the Solar System had offered free of cost cleaning service, on monthly basis, for one year.

Mr. Wahub Jahangir replied that it had been discussed that a contract would be signed for cleaning of Solar System after its installation after which the company would clean Solar System, on monthly basis.

Mr. Afzaal Bhatti said that there was no need to install sprinkle cleaning system or contract with the company because it could easily be cleaned, in a very short time. He suggested that task of cleaning should be assigned to any employee of this Chamber who should clean it, once a week. The report of its cleaning could be prepared by developing of Check List whether the system was cleaned or not.

Mr. Wahub Jahangir replied that the decision of the Executive Committee would be accepted but the discussion should be on the facts and practicality. He said that it

was the system of 92KW which spread on two or three different buildings. It would take 2-3 hours to clean the system on single building by one person. He said that the Check List could be developed but it should be the responsibility and implementation by a person who assigned the duty. He added that the productivity of solar system depended upon the cleaning system, therefore, due to some deficiency such a big investment should not be affected by not investing a small amount. Everybody, had a concern about the productivity, therefore, the house should take decision by considering all the facts.

The Secretary General informed that last time it took 7-8 hours to clean the system.

Chaudhary Jahangir Rashid also said that it took time to clean.

Mr. Amer Amer Majeed Sheikh said that one year contract could be signed for cleaning system with the company who had installed the Solar System.

Mr. Saleem Akhtar Bhutta, Miss Lubna Tubsim and Mr. Jawad Hussain endorsed the suggestion of Mr. Wahub Jahangir to install the Automatic Cleaning System instead of assigning the duty to any staff to clean manually.

Mrs. Gulzaib Waqas Awan was of the opinion that both proposals should be evaluated and whichever was better and feasible should be considered.

The demo version of Automatic Cleaning System was shown in the Executive Committee Meeting.

Mr. Afzaal Bhatti again discussed his suggestion to assign the duty to any employee for cleaning.

Mr. Muhammad Shahbaz Saim endorsed the suggestion of Mr. Afzaal Bhatti. He also added that a new staff could be hired to perform this task, as well as, other duties.

The President proposed that the solar system be cleaned manually this month and if it succeeded, then would carry on, otherwise, during next month, matter would be put up before the EC for approval to install the Automatic Cleaning System.

Mr. Adnan Yousaf suggested that automatic sprinkle cleaning system should be installed.

The President replied that then it should be approved. He added that if it would be necessary, then Automatic Cleaning System would be installed.

The house unanimously approved the proposal of the President.

The Meeting ended with a vote of thanks to the Chair.

**Minutes approved by the President, Sialkot Chamber of Commerce & Industry.**