

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

## **MINUTES OF MEETING OF THE EXECUTIVE COMMITTEE** **HELD ON JULY 31, 2023**

**01.** A Meeting of the Executive Committee of the Sialkot Chamber of Commerce & Industry was held on July 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. Naeem Yousaf.

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

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| • 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        | -Member-              |
| • 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. Naeem Yousaf             | -do-                  |
| • Mr. Peeter John              | -do-                  |
| • Mr. Saleem Akhtar Bhutta     | -do-                  |
| • Mr. Saqib Ashfaq             | -do-                  |
| • Mr. Shoaib Imtiaz            | -do-                  |
| • Mr. Zain Ul Abideen          | -do-                  |

**05.** **Leave of Absence**

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| • Mr. Toheed Nasir | -do- |
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**06.** **Members who could not attend the meeting**

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| • Mian Imran Akbar | -do- |
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**07.** **Special Invitees**

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| • Sheikh Zahid Hameed, Chairman Departmental Committee on Cantonment/Garrison HQ |
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**08.** The Committee offered Fateha for departed souls and passed condolence resolution on the sad demise of the following: -

- Mr. Tariq Mahmood Chughtai, Brother of Mr. Abdul Khaliq Chughtai of M/s. Prexa Industry
- Mirza Ashraf Baig Father of Mr. Qaiser Baig, Former Vice President SCCI
- Haji Muhammad Riaz Director of M/s. Banzai Corporation.
- Aunt of Mr. Waqas Akram Awan, Former SVP SCCI

- Aunt of Mr. Ansar Aziz Puri, Former VP SCCI
- Mr. Istikhar Ahmed Younger Brother of Mr. Mudssar of M/s. Enika Surgical Corp.

<b>09. Point discussed.</b>	Approval of minutes of meeting of the Executive Committee held on June 26, 2023 and an Emergent Meeting of Executive Committee held on July 15, 2023.
<b>Approval</b>	Approved.

<b>10. Point discussed.</b>	Approval of Statement of Accounts for the month of June 2023.
<b><u>Discussion:</u></b>	
<p>Mr. Awais Ahmed inquired about depreciation amount of PKR 2,241, 665/- as mentioned in the head of expenditure. He also asked about high increase in Electricity Bill as compared to the last month, although a solar system had been installed. He said that an amount of PKR 1,871,156/- was included as Staff Gratuity Provision, in the head of Staff Salaries &amp; Benefits. He asked whether the said amount was transferred in Government's Head or added in the head of Salary.</p> <p>The President requested Mr. Amer Rashid Wyne to reply.</p> <p>Mr. Amer Rashid Wyne replied as follows:-</p> <ul style="list-style-type: none"> <li>• As per Service Rules, SCCI's Employees Trust Fund had been created in which the amount of Gratuity was transferred annually at the end of financial year. It was not transferred in Government funds.</li> <li>• Value of an amount of PKR 2,241,665 after depreciation on fixed assets was made due to closing of financial year.</li> <li>• Due to closing of accounts in the month of June, the estimated amount of accrual bills had been added; hence the amount of electricity bills had increased.</li> </ul> <p>Mr. Awais Ahmed expressed his dissatisfaction on the reply of Mr. Amer Rashid Wyne about accrual expenses, especially Electricity Bills. He asked whether Solar System was functional or not.</p> <p>Mr. Amer Majeed Sheikh explained and said that the expense of the month of June which had to be paid in the month of July were included in accounts of June's Accounts due to closing of financial year as accrual expenses.</p> <p>Mr. Awais Ahmed discussed about the depreciation amount of PKR 2,241,665/- as mentioned in the Expenditure. He said that it should be shown in a separate head instead of expenditure.</p> <p>Mr. Afzaal Bhatti replied that deprecation of the assets was shown in the Expenditure as per the accounting method. He said that depreciation expense was the cost of an asset that was allocated to the income statement. It was a non-cash expense that reduced the net income of a company/organization. It reflected the decrease in value of long-term assets that were used over the time.</p>	
<b>Participants</b>	The President, Mr. Amer Majeed Sheikh, Mr. Awais Ahmed, Mr. Afzaal Bhatti and Mr. Amer Rashid Wyne.
<b>Approval</b>	Approved.

<b>11. Point discussed.</b>	Approval of minutes of meeting of the Departmental Committee on Education held on July 05, 2023.
<b>Approval</b>	Approved.

<b>12. Point discussed.</b>	Approval of minutes of meeting of Sub-Committee on PRA held on July 12, 2023.
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**Discussion:**

The President asked the Secretariat to apprise about the outcome of the meeting with Chairman Punjab Revenue Authority. It was informed by Mr. Jamshed Murtaza Badar that delegation, comprising of members of Sialkot Chamber of Commerce & Industry and Sialkot Tax Bar Association, led by Mr. Imran Ali Rana, Convener, Sub-Committee on PRA of Sialkot Chamber of Commerce & Industry was held with Mr. Javaid Badar, Chairman, Punjab Revenue Authority, on July 27, 2023 at PRA Headquarters Lahore.

The delegation highlighted the issues faced by Export Oriented Industry of Sialkot relating to Punjab Revenue Authority. The Chairman, PRA was gracious to accord approval of the following highlighted issues;

- Payment of WWF under Punjab Workers Welfare Fund Act, 2019, would be calculated @ 2% of the 4% receipts in the case of exporters and no accounts would be demanded by PRA to determine "Total Income". This payment would be considered final discharge of WWF liability.
- Recovery of WWF would be initiated from the Tax Year 2021 and liability of earlier years would not be pressed against the exporters.
- In order to resolve IT related issues of PRA, a person from PRAL would be permanently deputed at PRA Sialkot Office for facilitation to the exporters.
- Due to IMF pressures, exporters as a category could not be exempted from registration as Sales Tax Withholding Agent. However, exporters would be facilitated in every respect and they should file their Nil Statements to avoid any adverse action / penalties for non-filing of returns.
- In order to provide facilitation to the exporters, all notices creating irrational demands of Withholding Sales Tax against Companies would be rationalized and exporters would be required to deposit only genuine tax demand.
- A visit of Mr. Javaid Badar, Chairman, Punjab Revenue Authority, to Sialkot Chamber of Commerce and Industry would be organized in second week of August, 2023, to have discussion with the business community on matters of mutual interest.

After Meeting with the Chairman PRA, the delegation proceeded to meet Honorable Governor of the Punjab, Mr. Baligh-uz-Zaman, at Governor's House at 3:00pm. The delegation highlighted concerns of the business community and sought support of the Office of the Governor to resolve PRA related issues.

The Honorable Governor of the Punjab acknowledged the contribution of the export sector of Sialkot and endorsed viewpoint of the delegation to assure that all possible support would be extended to promote ease of doing business for the export sector. He further assured that a letter would be addressed by his office to Chairman PRA to address and resolve issues of the export sector.

<b>Participants</b>	The President and Mr. Jamshed Murtaza Badar.
<b>Approval</b>	Approved.

<b>13. Point discussed.</b>	Approval of minutes of meeting of the Departmental Committee on Garrison HQ/ Cantonment Board Affairs held on July 20, 2023.
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**Discussion**

The President said that if members had any question they could enquire from Sheikh Zahid Hameed.

Miss Lubna Tubsim requested Sheikh Zahid Hameed to brief the minutes of meeting.

Sheikh Zahid Hameed said that the Committee discussed about CMH Medical Treatment Card for Members of the Sialkot Chamber and the issues faced by members related to Cantonment Residents. He briefed that a meeting with CEO CMH was held and different options were discussed regarding Medical Treatment Card for members of Sialkot Chamber and their families subject to the approval of the Garrison HQ Sialkot Cantt.

Mr. Matloob Ahmed asked about the reason of increase in the charges of house tax etc., of residential areas in Cantonment.

Sheikh Zahid Hameed replied that the charges were increased nationwide according to Cantonment policy. The CEO Cantonment Sialkot had no authority to make any increase or decrease in the charges.

Mr. Adnan Yousaf said that the Cantonment offered various services like Services Club, Chawanda Ground and Polo Ground etc. which required membership to avail such services. Membership cards were issued to members for providing each service. He suggested that members could be issued a single card for availing all services instead of issuing multiple cards for each service. Mr. Adnan Yusuf also spoke about the long time taken for the approval of the map in the cantonment area. He asked Sh. Zahid Hameed whether he had discussed about it with the concern authorities.

Sheikh Zahid Hameed replied that GOC 15 Div was out of Country. He informed that he was also trying to approve a single card for major services and the security clearances process should be at once. Secondly, the approval of a map was not an issue. He said that if the applicant submitted the application for the approval of map by fulfilling of mentioned SOP, it was approved accordingly.

The President requested that it should be done during his tenure.

Mr. Saleem Akhtar Bhutta said that the condition of the Post Office in the Cantt area was poor and there was also problem of seating, which led to many complaints. He said that being Chairman of Departmental Committee on Post Office, he held number of meetings with the concerned and made lot of developments like improvement of seating arrangements and renovation of the building. A new post service had also been started.

The President appreciated Mr. Saleem Akhtar Bhutta.

Sheikh Zahid Hameed said that the point of Mr. Saleem Akhtar Bhutta did not relate to the Garrison Committee.

Mr. Muhammad Shahbaz Saim highlighted the issue of stopping the residents outside the Check Posts of Cantt Areas, hence denying the swimmers to swim in the Garrison Swimming Pool, although they had deposited the fee of PKR 18,000/- and were the residents of Cant Area. He said that there should be equal rights of both within and outside the check posts of Cantt Area. He also

informed that attested Form from Sialkot Chamber for registration purposes were not being accept by the authorities.

**Mr. Muhammad Shahbaz Saim suggested that a letter should be written to the Concerned Authorities to refund the amount of PKR 18,000/- or allow them to participate in swimming gala.**

Sheikh Zahid Hameed replied that he had no information about the fee of PKR 18,000/-. The fee was PKR 5000/- according to his information. He said that all the civilians were stopped to swim in the Garrison Swimming pool. The matter was in his notice. He informed that the problem arose at the time of transfer and appointment of new Unit and its Management. He said that a meeting was planned with concerned authorities, wherein, the issue would be discussed to request them that the new management should implement the MoUs/Agreements that were signed in the past.

Mr. Shahbaz Saim again discussed his points and requested Sheikh Zahid Hameed to take up the matter with the concerned.

The President also confirmed that Cantonment had increased the Swimming Pool Charges from PKR 5000 to PKR 18,000/- which were very high.

Sheikh Zahid Hameed said that newly appointed Unit developed its own SOPs which created the issues. He said that he was trying his best to sign MOU to avoid such inconveniences.

Mr. Saleem Akhar Bhutta said that Sheikh Zahid Hameed being Chairman of Departmental Committee on Cantonment was working very well and resolving the issues of the members, therefore, the house should support him.

The President replied that the house fully supported him.

Mr. Ahmed Imtiaz Khan said that the Corps. Commander in a dinner with the delegation of Sialkot Chamber had instructed to resolve issues pointed out in the meeting.

Sheikh Zahid Hameed replied that it would be discussed with the GOC.

<b>Participants</b>	The President, Mr. Adnan Yousaf, Mr. Matloob Ahmed, Mr. Saleem Akhtar Bhutta, Sheikh Zahid Hameed, Mr. Muhammad Shahbaz Saim Mr. Ahmed Imtiaz Khan and Miss Lubna Tubsims
<b>Approval</b>	Approved.

<b>14. Point discussed.</b>	Approval of minutes of meeting regarding Sialkot Business and Commerce Centre held on July 05, 2023.
<b>Approval</b>	Approved.

<b>15. Point discussed.</b>	Approval of Report of meeting on visit of Civil Officers of 36 <sup>th</sup> Mid-Career Management Course from NIM Islamabad held on July 12, 2023.
<b>Approval</b>	Approved.

<b>16. Point discussed.</b>	Approval of minutes of meeting of Sub-Committee on SCCI's Website Up-gradation held on July 12, 2023.
<b>Discussion:</b>	The President requested Mr. Naeem Yousaf to brief about the meeting.

Mr. Naeem Yousaf, replied that a detailed discussion was held on SCCI's website up-gradation and recommended to upgrade the website on urgent basis because several key issues including the malfunctioning job portal, non-operational library portal, missing seminar presentation dates, and the absence of a reliable search feature were identified. He said that the Sub-Committee had recommend to add Mobile App. The estimated budget for the mobile app plus website integration & up gradation was approximately Rs. 150,000. The Sub-Committee had recommended to hire a professional software developer / vendor on contract service basis for website up gradation & Mobile app to ensure efficient functionality.

The President said that the concerned Staff had recommended to develop SCCI's website by in-house sources instead of out-source services. He requested Mr. Naeem Yousaf to hold a Sub-Committee Meeting under his supervision with the concerned Staff to proceed further which was agreed by Mr. Naeem Yousaf.

Miss Lubna Tubsim said that the next era would be of Artificial Intelligence, therefore, she recommended that the Chamber should hire an Expert to work on it.

Mr. Adnan Yousaf said that it was an important issue. He said that the updated information was not available on SCCI's Website, therefore he requested the President to upgrade the website, on priority basis, during his tenure like other projects initiated and done by him. He also endorsed the proposal of Mr. Naeem Yousaf to hire a professional to upgrade the Website.

Mr. Afzaal Bhatti also said that the services from the outsource expert were hired for websites.

The President said that Mr. Naeem Yousaf being head of the Sub-Committee was authorized to take the decision.

<b>Participants</b>	The President, Mr. Naeem Yousaf, Mr. Adnan Yousaf Mr. Afzaal Bhatti and Miss Lubna Tubsim.
<b>Approval</b>	Approved.

<b>17. Point discussed.</b>	Approval of Report of visit of H.E. Mr. Eric Owusu Boateng, High Commissioner of Ghana to Pakistan held on July 12, 2023.
<b>Discussion:</b>	Mr. Adnan Yousaf inquired about the status on the proposal of formation of "Trade Form" in which the information of serious buyers was to be shared, as discussed with the High Commissioner of Ghana.  The President replied that a detailed email with complete information of the businesses of the companies had been forwarded but no response was received from the other side.
<b>Participants</b>	The President and Mr. Adnan Yousaf.
<b>Approval</b>	Approved.

<b>18. Point discussed.</b>	Approval of Report of meeting with Ambassador of Pakistan to Damascus held on June 12, 2023.
<b>Approval</b>	Approved.

<b>19. Point discussed.</b>	Approval of minutes of meeting of Departmental Committee on Sports Industry held on July 13, 2023.
<b>Approval</b>	Approved.

<b>20. Point discussed.</b>	Approval of minutes of an emergent meeting regarding Sialkot Export Processing Zone (SEPZ) held on July 15, 2023.
<b>Approval</b>	Approved.

<b>21. Point discussed.</b>	Approval of report of meeting with Mr. Atif Sharif, Ambassador of Pakistan to Ethiopia held on July 18, 2023.
<b>Approval</b>	Approved.

<b>22. Point discussed.</b>	Approval of Report of meeting on visit of Civil Officers of 37 <sup>th</sup> Mid-Career Management Course from NIM Lahore held on July 19, 2023.
<b>Approval</b>	Approved.

<b>23. Point discussed.</b>	Approval of Report of the meeting of the Departmental Committee on Industrial Safety and Risk Management held on July 21, 2023.
<b>Discussion:</b>	
Mr. Muhammad Shahbaz Saim shared that Mr. Naveed Iqbal, District Emergency Officer requested for diving kits and new tyres for the two rescue vehicles used in emergency operations which were provided. He said that the diving kits were sponsored by him while the tyres were provided by Mr. Khawaja Masood Akhtar.	
The house appreciated Mr. Muhammad Shahbaz Saim.	
<b>Participants</b>	The President and Mr. Muhammad Shahbaz Saim
<b>Approval</b>	Approved.

<b>24. Point discussed.</b>	Approval of Report of Visit of a delegation of the Departmental Committee on Sports Industry to SIDC on July 20, 2023.
<b>Discussion:</b>	
Mr. Adnan Yousaf said that a delegation comprising of Committee Members on Sports Industry visited SIDC. Mr. Sarwar Hanif, Project Manager SIDC welcomed the members of the delegation and gave a detailed briefing on the services currently offered by SIDC.	
Mr. Adnan Yousaf said that the issue of the availability of Raw Material used in production of footballs was discussed.	
In reply, Mr. Sarwar Hanif informed that Eva Rubber Sheets were used in producing Sports Goods, Gloves, and Boxing Products hence, SIDC had initiated a project to establish a manufacturing unit of Eva Rubber Sheets to facilitate the industry and had applied for funds. The government had shown willingness to allocate & approve budget of Rs. 45-50 million, but the approval process was still pending. He requested the Sialkot Chamber to send strong recommendation to the government to release funds for the establishment of the manufacturing unit at SIDC to facilitate the industry.	
<b>The President replied that the letter would be written to Government for release of funds.</b>	
<b>Participants</b>	The President and Mr. Adnan Yousaf.
<b>Approval</b>	Approved.

<b>25. Point discussed.</b>	Approval of Minutes of Meeting Departmental Committee on Human Resource Management held on July 27, 2023.
<b>Discussion:</b>	
Mr. Naeem Yousaf suggested that Private Security Guard could be hired instead	

of getting services from M/s. Fauji Security (Pvt) Ltd as hired by member companies of Sialkot Chamber.

The President replied that there was issue of providing the weapons to private Security Guards and that responsibility of providing weapons could not be taken.

Mr. Naeem Yousaf said that the retired Army Soldiers could be hired because they had their own weapons.

The President replied that they also had to get the permission to use the weapon privately.

<b>Participants</b>	The President and Mr. Naeem Yousaf.
<b>Approval</b>	Approved.

<b>26 Point discussed.</b>	Approval of minutes of meeting of the Departmental Committee on Membership/Bye-Laws held on July 27, 2023.
<b>Approval</b>	Approved.

**Any Other Point:**

**27.** Mr. Naeem Yousaf said that he had not received the copy of agreement/letter with SIAL of Sheikh Shafi Hall Charges, as discussed in last EC Meeting. He further said that he had also discussed with the Secretary SIAL but he was not aware or had information about any agreement signed between SCCI & SIAL regarding Hall Charges. Mr. Naeem requested to decrease the charges for SIAL to hold meeting in Sheikh Shafi Hall.

The President suggested that charges should be waived off because SIAL was also the part of this Chamber.

Mr. Riaz-ud-Din Sheikh suggested that the request of Mr. Naeem Yousaf being EC Member should be accepted. He added that the Sialkot International Airport had become profitable company and well established company, therefore, it should support this Chamber.

The President said that the condition of the roof of Sheikh Shafi Hall had become deteriorated due to seepage of rainy water but due to lack of funds and time, he did not start its repair work. He requested Mr. Naeem Yousaf to get the responsibility of the renovation/repair work of this hall by arranging funds from SIAL.

Mr. Naeem Yousaf agreed and said that he would discuss in CSR Committee of SIAL.

**28.** Miss Lubna Tubsim said that the activities of Women Resource Center and Women Entrepreneurs were highlighted in the meetings held with Ambassadors but was not presented in SCCI's documentary. It had been pointed out by some of the Ambassadors who had seen the documentary during the visit to this Chamber. She requested to include portion of the Women Entrepreneurs who were participating and working actively.

The President replied that a new documentary was being made in which the portion of WRC and Women Chamber had been included.

Mr. Amer Majeed Sheikh informed that the draft copy of the Documentary would be received by mid-August, 2023 which would be presented in the EC meeting.

**29.** The President said that a balance amount of 396095/-was available in SCCI Masjid Fund after utilization of total collected amount from the Members. He said



that the ablution area of the Masjid was damaged, hence, it had to be redesigned. He requested the members for the donation to complete the work.

Mrs. Lubna Tubsim announced PKR 100,000/-

Mr. Amer Majeed Sheikh offered that he would pay all remaining expenses personally.

The President replied that it would require PKR 3(M) approx., to complete the work, so he should announce a certain amount rather than getting complete responsibility of the work.

Mr. Amer Majeed Sheikh announced to contribute Rs. 200,000/-.

The following Members announced donation:-

- The President PKR 200,000
- Mr. Amer Majeed Sheikh PKR 200,000
- Miss Lubna Tubsim PKR 100,000
- Ch. Jahangir Rashid PKR 100,000
- Mr. Adnan Yousaf PKR 100,000
- Mr. Matloob Ahmed PKR 100,000
- Mr. Afzaal Bhatti PKR 100,000
- Mr. Jawad Ahmed PKR 100,000
- Mr. Peter John PKR 100,000

**30.** The President requested for the promotion of Mr. Saleem Electrician from Scale 06 to 9-10 with one increment. He said that Mr. Saleem did very hard work in the construction work of Membership Department even his finger was injured.

The house unanimously approved the request of the President.

**31.** Mian Fiaz Ahmed appreciated the Executive Committee Members to attend the EC Meeting by wearing nice dress. He asked if it was possible that all the members wear such dress at least in the EC meetings.

The President said that it was the second meeting after the month of October's meeting wherein maximum members were present. He said that Mr. Muhammad Shahbaz Saim, Mr. Saleem Akhtar Bhutta, Mian Fiaz Ahmed, Mr. Naeem Yousaf, Mr. Zain ul Abideen, Mr. Ahmed Imtiaz Khan, Mr. Awais Ahmed Mr. Adnan Yousaf and Mr. Peter John attended maximum EC Meetings.

Mian Fiaz again requested for the dress code.

The President replied that all the members attended the meetings with proper dress.

Mr. Riaz Ud Din Sheikh said that few days ago in a discussion with some EC Members he had proposed that all members should wear nice dress in Executive Committee Meeting. He also endorsed the suggestion of Mian Fiaz Ahmed.

**32.** Mr. Wahub Jahangir briefed the house about the Solar System installed in this Chamber. He said that Solar System was installed in two phases which had now become fully functional and hopefully the bill from September would reduce to zero.

**33.** Mr. Saqib Ashfaq suggested that the names of Mian Fiaz Ahmed and Mr. Awais Ahmed should be included in Departmental Committee on Accounts so that the questions raised in EC Meetings might be checked and clarified in the Accounts Meeting.

Mr. Awais replied that he was the Member of Accounts Committee but he was not well informed about the meetings. He shared that he was not invited in 1<sup>st</sup> Committee meeting which he complained to the Chairman of the Committee. In another meeting he received a telephonic call for the meeting one hour before the meeting but he excused to attend due to his EC Meeting in Gloves Association.

The President replied that Mr. Abdul Waheed, Chairman of Accounts Committee had confirmed him to attend this meeting.

The Secretary General informed that the Chairman could not attend the meeting due to his emergent visit outside the city.

**34.** Mr. Ahmed Imtiaz Khan requested for the repair of Executive Chairs of the Auditorium.

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

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