

THE SIALKOT CHAMBER OF COMMERCE & INDUSTRY

MINUTES OF MEETING OF THE EXECUTIVE COMMITTEE

HELD ON JANUARY 30, 2024

01. A Meeting of the Executive Committee of the Sialkot Chamber of Commerce & Industry was held on January 30, 2024 at 02:30 pm 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. Adnan Yousaf.

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-
• 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. Zain Ul Abideen	-do-

05. Leave of Absence

• Mr. Jawad Hussain	-do-
• Mr. Toheed Nasir	-do-
• Mr. Shoaib Imtiaz	-do-

06. Members who could not attend the meeting

• Mian Imran Akbar	-do-
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07. Special Invitees

- Mr. Qaiser Baig, Chairman Departmental Committee on Fairs & Exhibitions.

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

- Sister of Mr. M Daud Sair M/s. Dr. Frigz intl
- Mother of Mr. Asim Ikram M/s. Mallhi Sports
- Aunt of Mr. M. Azeem of M.A. Asar & Co.
- Mr. M Munawar Dar, brother in law of Mr. Ejaz Ahmed Darr of M/s. Dar Expo
- Mian Tariq Mahmood, Chairman M/s. TAQ Cargo.
- Mr. Fazal Elahi father of Mr. Farooq Malik , M/s. Golden Bee Ind
- Hafiz M. Nawaz, brother of Dr. Javed Deura M/s. M. Sanaulah and Co
- Wife of Mr. M. Sarwar M/s. Naurattan Jewellers
- Mr. Bakhtawar Spall, son of Late Mr. M. Hussain Spall, brother of Mr. Khawar Hussain Spall, Former Vice President SCCI.

09. Point discussed.	Approval of minutes of meeting of the Executive Committee held on December 28, 2023.
Approval	Approved.

10. Point discussed.	Approval of Statement of Accounts for the month of December 2023 and approval of Minutes of meeting of the Departmental Committee on Accounts and Finance held on Jan 23, 2024.
Approval	Approved.

11. Point discussed.	Approval of minutes of two meetings of the Departmental Committee on Sialkot District Affairs held on December 26, 2023 and January 01, 2024.
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Discussion:

Mr. Muhammad Shahbaz expressed his concern about the working domain of the Departmental Committee on District Affairs. He said that the issues of different Departmental Committees of Excise & Taxation, TMA etc., were discussed in the meeting which seemed that the District Affair Committee represented different Committees. He said that he had already discussed and requested in last Executive Committee Meeting to set the domain of the District Affairs Committee because working of other Departmental Committees was affected due to it. He said that the main role of District Committee was to coordinate for the President with DC. Mr. Shahbaz Saim further said that either the other Departmental Committees should be abolished or the domain of District Affairs Committee should be set and clarified for working of other

Committees.

The President asked the Secretary General what was written in the letter sent to the Chairman Departmental Committee on District Affairs.

The Secretary General replied that it was not mentioned to coordinate.

The President agreed with Muhammad Shahbaz and said that it was not appropriate that the matters of other Departmental Committees should be discussed in the District Affairs Committee. He said that some other Chairmen of Departmental Committees had also complained that the matters relating to their Committees were discussed in the District Affairs Committee. He said that District Affairs Committee did not mean to deal with the matters related to other Committees.

Mr. Naeem Yousaf said that point of Mr. Muhammad Shahbaz was appropriate but on the other side, Mr. Nadeem Ahmed was working properly according to the name of the Committee Sialkot District Affairs which covered district affairs. He suggested that there was need to rectify the Committee's name.

Miss Lubna Tubsim suggested that all Chairmen of Departmental Committees could associate with Sialkot District Affairs Committee so that they could perform along with the Chairman of Sialkot District Affairs Committee.

The President replied that it was not feasible.

Mr. Afzal Bhatti inquired about the SOPs of the Sialkot District Affairs Committee.

The President replied that the Chairman of Sialkot District Affairs Committee should coordinate President SCCI's office with DC office.

Mr. Naeem Yousaf suggested then the name of Committee should be changed.

After thorough discussion the house unanimously approved to change the name of Departmental Committee of Sialkot District Affairs with "District Affairs Liaison Committee".

Participants	The President, Mr. Naeem Yousaf, Mr. Muhammad Shahbaz Saim, Mr. Afzaal Bhatti and Miss Lubna Tubsim.
Approval	Approved.

12. Point discussed.	Approval of minutes of two meetings for the balloting of trade delegation to Australia held on December 28, 2023, and January 16, 2024.
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Discussion:

The President asked Mr. Qaiser Baig about final date of departure of UK Delegation as 19th February 2024 had already been announced for it. He

suggested that exact date should be shared with the members two weeks before departure so that the members could make preparation.

Mr. Qaiser Baig replied that the final date of UK delegation was 25th Feb, 2024. The plan of meetings would be received soon which would be shared with the delegates and meeting would be held.

The President asked if the members would be informed about the information related to the delegation by next Friday or not.

Mr. Qaiser Baig replied that hopefully all the information would be shared till next Friday.

Participants	The President, Mr. Ahmed Imtiaz Khan, Mr. Muhammad Shahbaz Saim and The Secretary General
Approval	Approved.

13. Point discussed.	Approval of minutes of meeting of the Departmental Committee on Banking & Finance held on January 16, 2024.
	Mr. Ahmed Imtiaz Khan, SVC of the Committee informed that it was an introductory meeting of the members. The Committee discussed different issues including participation of the members of the Committee which were mentioned in the decisions of minutes.
	Mr. Adnan Yousaf suggested to rectify the name of Mr. Ahmed Javed Khokhar as it was mentioned by Mr. Akmal Javed.
Participants	Mr. Ahmed Imtiaz Khan and Mr. Adnan Yousaf Mr. Ahmed Imtiaz Khan and the Secretary General.
Approval	Approved.

14. Point discussed.	Approval of report of MOU signing ceremony between the Sialkot Chamber, the GC Women University and other parties held on January 17, 2024.
Approval	Approved.

15. Point discussed.	Approval of minutes of a joint meeting of the Project Committee on Sialkot Industrial Zone & Export Processing Zone/ Small Industrial Estates held on January 25, 2024.
Approval	The meeting was postponed.

16. Point discussed.	Approval of Report of meeting on visit of Civil Officers of 34 th Senior Management Course from NIM Islamabad held on December 27, 2023.
Approval	Approved.

17. Point discussed.	Approval of report of meeting on the UBG victory in FPCCI Elections held on January 05, 2024.
Approval	Approved.

18. Point discussed.	Approval of minutes of meeting on visit of Senior Officers of 34 th Senior Management Course from NIM Peshawar held on January 09, 2024.
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Mr. Wahub Jahangir said that it was very good meeting but the issue was created during the meal which should not have happened. He said that he was very much surprised that some of the EC Members who represented Sialkot Chamber were also part of that undesirable incident. He said that Office Bearers and the Executive Committee were the host of such meetings held in this Chamber therefore, they should take care and deal with the guests as hosts. He added that the EC Members should leave their chairs for guests, if required and serve them first.

Mr. Awais Ahmed said that he had also noticed the above-mentioned incident. He proposed that it should be approved that in any such meeting where the number of guests increased, they should be served the meal first and after that Executive Members should be served.

Mr. Adnan Yousaf said that he had also noticed about it. He said that such an incident happened for the first time and stressed that it should be taken care in future.

The President said that the Executive Committee Members were the hosts, so it was their responsibility to take care of the guests.

Mr. Muhammad Shahbaz Saim said that the number of people in this meeting was very big due to which it happened. He suggested that meetings with big gathering should be arranged outside in the newly built yard.

Participants	The President, Mr. Wahub Jahangir, Mr. Muhammad Shahbaz Saim, Mr. Adnan Yousaf and Mr. Awais Ahmed.
Approval	Approved.

19 Point discussed.	Approval of Report of Condolence Reference in Remembrance of Haji M. Ashraf of M/s. Hilbro Pvt Ltd held on January 10, 2024.
Approval	Approved.

20. Point discussed.	Approval of minutes of meeting of the Departmental Committee on Martial Arts /MMA/Fitness held on January 12, 2024.
Approval	Approved.

21. Point discussed.	Approval of minutes of meeting of the Departmental Committee on Employers & Workers/Vendors Disputes held on January 20, 2024.
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Discussion:

Miss Lubna Tubsim thanked the President for giving her this opportunity to serve the industry by heading the important Committee of this Chamber. She said that the meeting of the Committee was held on following agenda points.

- **To have an interaction with the members of the Committee and set importance of the Committee.**
- **Update on the recent developments held in the Labor Department, Punjab.**
- **Discussion on the issues related to the Employers & Workers/ Vendors Disputes.**

Miss Lubna Tubsim shared that a Seminar was held in Lahore by the Labour and HR Department, Government of Punjab on December 21, 2023. She said that as Chairperson Departmental Committee on Employers & Worker/ Vendors Disputes and Executive Committee Member of the Sialkot Chamber of Commerce & Industry, she participated in the Seminar. The Seminar was about the practice and participation of the business community to ensure that they followed the rules related to labour laws and labour Act. The points deliberated in the Seminar were discussed in the Committee Meeting.

Miss Lubna added that a letter was received from the the Commercial Division, Embassy of Pakistan, Washington DC wherein salient points of the US Presidential Memorandum for the Heads of Executive Departments – Workers Rights, Empowerment and Heigh Labour Standards Abroad were mentioned. As per the letter, the Secretary of the State, in consultation with the heads of relevant agencies, would explore enhanced protection mechanisms for labor rights defenders and would keep a check that how the industries were facilitating the labor. The letter was relating to this Committee, therefore it was discussed in the Committee Meeting for the information of members. She requested the Office Bearers and EC Members to participate in the Committee Meetings.

Miss Lubna Tubsim said that minutes of the meeting were placed on the table and the members could ask the question, if they had. She also requested the members to study the minutes and ask the question to make the Committee more effective. She said that number of members had requested to join the Committee as members who were welcomed.

The President said that members could join this Committee as members .

Participants	The President and Miss Lubna Tubsim
Approval	Approved.

22. Point discussed.	Approval of Minutes of meeting with newly inducted trade and investment officers to Pakistani missions abroad held on Jan 24, 2024.
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Approval	Approved.
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23 Point discussed.	Approval of minutes of meeting of the Departmental Committee on Membership/Bye-Laws held on January 27, 2024.
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Discussion:

Mr. Naeem Yousaf requested the Vice-President that such a short notice of the meeting should not be issued. The Notice of Meeting should be issued, at least two days before the meeting so that they could attend it.

Miss Lubna Tubsim said that the meeting should not be held on Friday.

Mr. Amer Majeed Sheikh agreed and instructed the Secretariat to issue notice three days before the meeting.

Participants	Mr. Amer Majeed Sheikh, Mr. Naeem Yousaf and Miss Lubna Tubsim.
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Approval	Approved.
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Any Other Point:

24. Mrs. Gulzaib Waqas Awan suggested that a help desk should be setup in this Chamber to guide the visitors towards different departments.

The Secretary General replied that a help desk had already been set up in the Chamber but staff was not appointed there.

The President said that some space was available alongside Mr. Azhar Iqbal Dar's office and he had instructed Mr. Azhar to set up help desk over there and nominate someone.

Mr. Adnan Yousaf said that majority of the people visited Membership Section, therefore, help desk should be set up there.

The Secretariat informed that a help desk/reception was also set up in Membership Section but staff was not deputed yet.

Miss Lubna Tubsim suggested that Help Desk should be set up at prominent place, so that the visitors should reach there conveniently for getting information.

The President said that it could be mentioned out side the door. He also instructed Mr. Moazzam Ishaq to depute someone at Help Desk in Membership Section.

25. Mr. Saleem Akhtar Bhutta said that GPO had setup desk in SBCC but was closed later on due to some reason. Some members had requested him to reopen it for which he held a meeting with the concerned authorities of GPO and they restarted its operation, again on his request. Mr. Saleem Akhtar Butta said that GPO also invited him as Chief Guest in a program organized by them.

26. The President said that the fee of new membership and renewal fee of both Corporate and Associate classes were increased in its last Executive Committee Meeting. Some members had objected and requested to reduce it, so he had decided to reduce it, which required approval from the House. The President shared the proposed and approved fee Schedule Chart.

	Last Year Fees	Proposed to Increase	Recommended by EC Committee	Approved
Corporate Renewal	5000	500-600	3200	8200
Associate Renewal	3200	400-400	1100	4300
Corporate New Memb.	6000	700-1000	4000	10,000
Associate New Memb.	3700	550-550	1300	5000
Visa Recom. Letter	3000	2000-1000	2000	5000
E-Business Invitation Ltr.	1000	2000-2000	4000	5000
Change of Constitution	1000	1000-1000	1000	2000

The President proposed following rescheduled fee by getting approval from Executive Committee which was approved by the members. :-

	Last Year Fees	Proposed to Increase	Approved
Corporate Renewal	5000	650	5650
Associate Renewal	3200	450	3650
Corporate New Memb.	6000	1050	7050
Associate New Memb.	3700	600	4300
Visa Recom. Letter	3000	1000	4000
E-Business Invitation Ltr.	1000	2000	3000
Change of Constitution	1000	1000	2000

Mr. Afzaal Bhatti suggested that Renewal Fee of Corporate Class could be set according to the annual turnover of member companies.

The President replied that as per Rules it was not allowed.

Mr. Secretary General explained to the members that to increase in the annual subscription, approval was required in the Annual General Meeting, which was a lengthy process.

Mr. Zain ul Abideen thanked and appreciated the President to take the decision to decrease the fees. He said that number of members raised questions about increase in fees. He also requested the President that there was a need to review the trade delegation and exhibition fee as SMEs could not pay such high fee. He suggested that selection fee should be decreased from Rs. 30,000 to 10,000.

Mr. Saleem Akhtar Bhutta said that the renewal fee of Pakistan Surgical Association was Rs 7000/- and Rs.5000, respectively for Corporate and Associate Classes.

Mr. Muhammad Shahbaz Saim appreciated the President for taking the decision to decrease the fee because number of members had complained through emails and telephonic calls. He said that he had spoken to Mian Khalil that such high increase in fee would be a problem for SMEs especially the salaried persons who desired to get their firms registered for their better future. He further said that in the previous meeting Mr. Adnan and other members had given their suggestion which was approved. He was not even given the time to speak on this point so that he could be part of the minutes that he opposed. Mr. Shahbaz Saim requested to re-consider the Trade Delegation Fee.

Mr. Amer Majeed Sheikh agreed with the suggestion of Mr. Zain Ul Abideen to decrease the fee of Trade Delegation. He proposed that the Application Processing fee should be Rs. 5000 and after selection it should be Rs. 15000. He added that if fee was increased to such an extent, then most of the members would not apply, which would ultimately reduce income.

Mr. Muhammad Shahbaz Saim agreed with the suggestion of Mr. Amer Majeed Sheikh.

Mr. Naeem Yousaf said that the trade allegation fee should not be reduced because due to small fee amount non-serious members also submitted their applications, which created problem. He said that Application Processing Fee of Rs. 10,000/- and Selection Fee of Rs. 30,000/- should be charged as per the approval of EC.

The President agreed and said that there were 2-3 members who submitted their applications in every delegation.

Mr. Wahub Jahangir suggested to charge Application Processing Fee of Rs. 10,000/- and selection fee Rs. 10,000/- which also endorsed by Mr. Zain ul Abideen and Mr. Ahmed Imtiaz Khan.

Mr. Amer Majeed Sheikh said that selection fee could be Rs. 15,000/-.

Mr. Muhammad Shahbaz Saim suggested that application processing fee should be reduced.

Mr. Adnan Yousaf said that Mr. Shehbaz Saim had pointed him in the matter of increasing the annual fees. He said that he had no personal interest in the matter of increasing the fee. He had proposed to increase the fee only in the interest and betterment of this Chamber. Secondly, as concerned to the Trade Delegation, if a member planned to visit with foreign delegation and could not pay Rs.10,000-20,000/-, then how would he manage his remaining affairs?

The President said that there were members in this Chamber who had multibillion exports but they were not ready to pay Rs. 5000 for e-business letter fee.

Miss Lubna Tubsim said that 624 Associate and 06 Corporate new firms were registered in this month. As discussed about the initial fee, the members who were serious could arrange their initial fee, so it should be maintained. She said that non-serious members applied in trade delegations due to low fee and later on did not avail the opportunity due to which the genuine businesspersons suffered. It created a question mark on the Trade Delegations and services of this Chamber that what kind of people were being accommodated.

The President requested Mrs. Gulzaib Waqas Awan to propose about delegation fee.

Mrs. Gulzaib Waqas Awan said that statistics of receipt of applications should be checked. She suggested that Application Processing Fee of Rs. 10,000/- and Selection Fee of Rs. 10,000 to Rs.15000 could be fixed.

The President informed that applications of 55 members were received for the Australian delegation out of which 08 were to be selected and all applicants knew about it but they submitted their applications to become part of the delegation irrespective of increased fee.

The President and the Secretary General informed that no objection was received from the members regarding increase in delegation fee.

Mr. Saleem Akhtar Butta said that if no objection was raised by the members regarding increase in delegation fee, then there was no need to revise or reduce it.

After thorough discussion the house unanimously approved Trade Delegation Application Processing Fee of Rs. 10,000/- and Selection Fee of Rs. 20,000.

27. The President said that for the convenience of the members, the Chamber had planned the following facilities at the Chamber:-

- To install a credit card machine in the Sialkot Chamber so that the members could submit their fee. The services charges of 1.5% of each transaction would be paid from Chamber's account.
- Online Payment Service

Mr. Adnan Yousaf and Mr. Afzaal Bhatti requested to check about the service charges.

Mr. Amer Majeed Sheikh replied that it had been checked.

The house unanimously approved to install Credit Card Machine and Online Payment Service as proposed by the President.

28. The President said that the Sialkot Chamber had initiated a special service of China Visa Recommendation Letter after reaching an understanding with the Embassy of People's Republic of China. He said that lot of working like checking of documents, scanning and e-mail to Embassy were involved to complete the process for the issuance of letters. He said that re-consideration visa fee would not be charged in the cases of refusal of visa. The President asked whether the VRL fee of China Embassy could be increased or not.

Mr. Amer Majeed Sheikh endorsed that lot of working was involved in the Guarantee Letter for China, therefore, the fee should be Rs. 10,000-15,000.

The President said that it should remain same at the moment and, if required, it would be put up in next meeting for the approval to increase the fee.

Mr. Wahub Jahangir said that the Embassy of Republic of China had refused visa of one of the members of this Chamber, although the Guarantee Letter was issued to him.

The President replied that the list of required documents on the basis of which Chinese Embassy issued Visa was available with Mr. Salman Mir. He said that it might be possible that the Chinese company issued too many letters to various Pakistani companies due to which his visa was rejected. The President said that he had instructed Mr. Salman Mir to check the status of the invitee company in China before issuing Guarantee letter. He added that the Chinese Embassy informed that the invitation of state-owned enterprise (SOE) would be fully accommodated.

Mr. Muhammad Shahbaz Saim said that the fee of China Guarantee Letter should not be increased.

The President replied that the operational matters had to be run so free of cost services could not be provided. He said that in next EC meeting it would be discussed whether the fee needed to be increased or not.

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

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