

MINUTES OF THE 104<sup>TH</sup>  
MEETING OF EXECUTIVE  
COMMITTEE

FEDERAL GOVERNMENT EMPLOYEES HOUSING FOUNDATION  
10-MAUVE AREA, G-10/4  
ISLAMABAD  
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Subject:- MINUTES OF 104<sup>TH</sup> MEETING OF THE EXECUTIVE COMMITTEE / BOARD OF DIRECTORS OF F.G.E. HOUSING FOUNDATION HELD ON 17.02.2009.

The 104<sup>th</sup> meeting of the Executive Committee/Board of Directors of Housing Foundation was held on 17.02.2009 at 10.30 hours in the Committee Room of the Federal Government Employees Housing Foundation, G-10/4, Islamabad. The meeting was presided over by Mr. G. M. Sikander, Secretary, M/O Housing & Works / Chief Executive, F.G.E. Housing Foundation, Islamabad.

2. List of participants is annexed.
3. The proceedings of the meeting commenced with recitation of verses from the Holy Quran. The Chairman welcomed the participants and expressed his hope that board members would provide him guidance to carry out his new assignment in an efficient and transparent manner. Agenda items were presented, detailed discussion was held on each item, and in consequence of ensuing debate, the following decisions were made.

**Agenda Item No.1: CONFIRMATION OF THE MINUTES OF THE 103<sup>RD</sup> MEETING.**

4. The minutes of the 103<sup>rd</sup> meeting of the Board of Directors were placed before the Board of Directors and were read. The Executive Committee unanimously approved the minutes.

Kasim A. - Secretary

**Agenda Item No.2: IMPLEMENTATION STATUS OF DECISIONS TAKEN IN 103<sup>RD</sup> MEETING.**

5. Director General (HF) presented the implementation status of the decisions taken during 103<sup>rd</sup> meeting of the Executive Committee.

6. He was appreciative of the efforts of RAILCOP who were on target as per commitments made. Director(Technical), apprised the meeting that the technical issues with Railcop had been sorted out and there was no impediment now in the timely completion of the project.

7. Director General Housing Foundation complained of the luke warm response of other utility and civic agencies. Chief Executive briefed the meeting about his discussion with Chairman CDA and his officers. He also informed that a Sub-Committee had been formed to sort out the issues of Water Supply, Sewerage and maintenance of G-13 with CDA. D.G. Housing Foundation informed the meeting that one meeting of the committee had already been held and follow up meetings were expected in the next few days. Chief Executive directed that summaries regarding efforts done so far for electrification and Sui Gas work in G-13 be submitted to him so that meetings can be held with Secretaries of Water and Power and Petroleum & Natural Resources to sort out these long outstanding issues.

8. Chief Executive also directed to check the relief provided to Mst. Farida Manzoor W/O Maj(Late) Nadeem Manzoor by the Punjab Government so that a bad precedent is not set up. He further directed to re-examine the case thoroughly before proceeding ahead with it.

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9. Executive Committee also directed that possibility of launching of Sector F-12 be examined in detail including the option of launching of only two Sub-Sectors. He also directed that a Summary be initiated for the Prime Minister for allocating Sector F-14 to Federal Government Employees Housing Foundation for its next scheme.

**Agenda Item No.3: SANCTION OF ADDITIONAL POSTS IN HOUSING FOUNDATION.**

10. A detailed discussion was held on the item and it was unanimously decided that the vacant posts be first filled up on merit basis in an most transparent manner. Chief Executive also formed a rationalization committee for additional posts demanded comprising:

Financial Advisor(Works)	Chairman
Deputy Secretary(Admn)	Member
Director(Finance)	Member/Secretary.

11. The Committee would determine the urgency of additional requirement and will present a complete case before the Executive Committee along with financial implication for approval.

**Agenda Item No.4: STEERING COMMITTEE FORMED TO OVERSEE DEVELOPMENT OF SECTORS G-13 & G-14.**

12. The Executive Committee unanimously agreed to abandon the Steering Committee as it was a smaller forum, had no meeting and tantamounts to creating an additional management tier which is against SECP regulation.

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**Agenda Item No.5: MATTERS RELATING TO AUCTIONS.****I) DEFAULT ON DEPOSIT OF BID AMOUNT.**

13. The Board of Directors after a detailed discussion agreed to give a chance to the defaulters of commercial plots to clear their dues on or before 30.06.2009 subject to production of post dated cheques for the balance amount within a fortnight of communication of the decision. In case they fail to deposit the cheques or any of the cheque is not honoured, their bids would be cancelled without any further notice.

14. The committee agreed to extend similar facility to the defaulting bidders of apartments to clear their dues on or before 30.04.2009 subject to production of post dated cheques. In case they fail to deposit the cheques or any of their cheque is dishonoured then the bids would be cancelled without any further notice.

**ii) CONDONATION OF DELAY IN DEPOSIT OF BALANCE BID AMOUNT.**

15. The committee condoned the delay in deposit of dues for the two bidders of the apartments and two bidders of the Commercial plots who had deposited dues after the due date.

**III) POSSESSION OF CNG PLOT.**

16. The committee also discussed in detail the issue of handing over possession of CNG plot to the bidder who has produced post-dated cheques of the remaining amount. The committee directed that the bidder should be facilitated by the

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Housing Foundation in obtaining the NOC's and further allow them construction at site without handing over actual possession of the site.

iv) **REJECTED BID OF MR. MAHMOOD KHAN.**

17. The item was discussed in detail and it was decided that the bidder may be given an option to match the floor-wise price of Rs.3.6 million fixed as per Executive Committee decision taken in 103<sup>rd</sup> meeting. The bidder would be given time till 30.04.2009 in line with extension given to other bidders.

**Agenda Item No.6: SURETIES AGAINST REIMBURSABLE LOANS.**

18. The Board examined the recommendations of the Board of Trustees of the Welfare Fund and approved the following structure for loan sureties working it to the amount of loan:

S.No.	Amount of Loan	No. of Sureties
I	Upto Rs.300,000/-	I
II	Rs.300,001/- to 600,000/-	II
III	Rs.600,001/- and above	III

**Agenda Item No.7: CASE OF MRS. FARHAT NAEEM.**

19. The Executive Committee examined the case in detail and rejected the request. However Director General Housing Foundation was directed to prepare a separate case regarding further disposal of the 14 cancelled apartments keeping in

*Kasim A - Naem*

view all options and present the same before next meeting of the Executive Committee.

**Agenda Item No.8: ENHANCEMENT OF COST OF PLOTS OF THE HOUSING SCHEME AT KARACHI.**

20. The item was discussed thread bare. Director General Pak. PWD was of the view that Housing Foundation had a very strong case and they should engage a good lawyer and fight the case. The committee approved that Justice ( R ) Shafi Mohammadi be engaged in the case. D.G. Housing Foundation was of the view that there was hardly any need for a joint venture agreement with PECHS. DG. Pak. PWD who was the then Project Director(HF) Karachi when the agreement was executed gave a detailed background of the case. He also stated that PECHS had already made payment in pursuance to the Sindh Government Ordinance. Chief Executive directed to fight the case in Sindh High Court and formed the following committee to re-examine the contract with PECHS and present its report to the Executive Committee:

Director General, Pak. PWD	Chairman
Director General, Housing Foundation	Member
Director Law	Member / Secretary

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**Agenda Item No.9: ALLOTMENT OF PLOT TO THE RETIRED EMPLOYEES OF AUTONOMOUS BODIES IN FUTURE PHASE.**

21. The Board of Directors after considering merits of the case approved in principle a 2% quota for retired employees of the autonomous bodies in future schemes. Housing Foundation was directed to include this provision while getting approval of the terms and conditions of the next scheme.

**Agenda Item No.10: WAIVING OF SURCHARGE OF MR. ABDUL ALI KHAN, ALLOTTEE OF HOUSING SCHEME AT PESHAWAR.**

22. The Board of Directors / Executive Committee after careful examination of the case observed that no excess has been committed by the Housing Foundation and decision of waiver of surcharge would open a pandoras box. Executive Committee in view of above did not approve waiver of the surcharge.

**Agenda Item No.11: ALLOTMENT OF PLOT IN PHASE-IV TO THE UNSUCCESSFUL APPLICANTS OF PREVIOUS PHASES.**

23. An exhaustive discussion was held on the issue. It was felt that the left out government servants had a genuine concern and it needed to be addressed in the future schemes. It was unanimously decided that in next phase two quotas for retired government servants be kept as follows:

- a) Old retirees with seniority in reverse order from 65<sup>th</sup> birth date on the cut off date.
- b) New retirees with seniority starting from 60 years and 1 days on the cut off date.

*Kasim A. Khan*



24. A quota of 5% each would be kept for both categories. Thus making a total provision of 10% for the retired government servants. Housing Foundation was directed to include this provision while getting approval of the terms and condition of the next scheme.

**Agenda Item No.12: ALLOTMENT OF PLOT TO THE EMPLOYEES OF HOUSING FOUNDATION, ISLAMABAD.**

25. The committee considered the proposal at variance to its earlier decisions regarding non-eligibility of contract employees for allotment of plots. It was therefore, decided that period of contract employment would not be considered towards qualifying service for allotment of plot.

**Agenda Item No.13: READJUSTMENT OF EXCESS PLOTS OF DIFFERENT QUOTA IN SERVING 75% QUOTA.**

26. Phase-IV of the Housing Scheme (Sector G-14/1, 2,3) was launched in 2004 and it was subsequently envisaged that sub-sectors G-15/3 & 4 would also be acquired and made part of Phase-IV for allotment of plots) to government employees. About 6300 plots were worked out to be available in Sectors G-14/1,2,3 and G-15/3,4 for allotment to Federal Government Employees.

27. In the said scheme 5% quota was earmarked for Constitutional / Professional bodies, in light of the decision of the Lahore High Court, Rawalpindi Bench, Rawalpindi. The said quota included 11 organizations / bodies. 315 allotments have been made to employees of eleven Constitutional / Professional bodies.

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28. In a subsequent meeting of Executive Committee it was decided by the Executive Committee to earmark plots in Sub-Sector G-15/3 for allotment to affectees of the area, drop sub-sector G-15/4 from acquisition being highly encroached / populated and restrict the housing scheme Phase-IV to sub-sectors (G-14/1,2,3).

29. The reduction in number of plots to 5422 against original estimate of more than 6300 plots has created complications as allotments have already been made to employees of Constitutional / Professional bodies and Journalists as per original calculations. In order to overcome the problem, Housing Foundation suggested to transfer plots from 75% serving quota to these quotas to avoid legal complications.

30. The committee in view of the legal complications involved approved the adjustment as a ONE TIME DISPENSATION" only and not to be repeated in future.

**Agenda Item No.14: REQUEST FOR CHANGE OF CATEGORY.**

31. It was explained to the Executive Committee that a quota of 5% fixed in the Housing Scheme, Phase-IV for the employees of 11 Constitutional / Professionals bodies including ICT and recommendations for the same were given by ICT in case of ICT employees.

32. The name of the said officer was forwarded to ICT for recommendation of allotment dated 09.10.2004. Subsequently, the ICT recommended the name of Mr. Tahir Ayub Khan for Category-V plot. The Housing Foundation issued the allotment to him as per their recommendation against the said quota. Mr. Tahir Ayub Khan has

*Kasir. A - Kasir*

requested for allotment of category-II plot as per his entitlement instead of category-V and recommendations for the same have been received from ICT: ---

33. The committee considering merits of the case and recommendations of the ICT, approved the change subject to availability of plot and payment of the differential of cost.

**Agenda Item No.15: CONSTRUCTION OF 132 KV GRID STATION IN SECTOR G-13 ISLAMABAD.**

34. Director(Technical) apprised the committee about the efforts made so far. He also complained of lack of cooperation from the IESCO authorities despite the fact that total cost of grid station has long been paid to IESCO. He gave a comparison of costs of AIS and GIS technology provided by IESCO authorities and explained the pros and cons of each. Director General Housing Foundation was of the view that Foundation may be allowed to explore the option of going for private installation of the grid station. The Chief Executive directed that complete transparency should be ensured if private sector was to be involved. A two members committee was formed comprising:

Member (Planning) CDA	-	Chairman
Director (Technical) HF	-	Member /Secretary

35. The committee was allowed to co-opt any other member. It would give its report based on comparison of area required, comparative costs, future maintenance requirements etc. The report would be presented to the Chief Executive before any further action is taken by Housing Foundation.

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Agenda Item No.16: CONSTRUCTION OF APARTMENTS FOR FEDERAL GOVERNMENT EMPLOYEES AT MAUVE AREA OF SECTOR G-13, ISLAMABAD.

36. Chief Executive directed to place this issue before the Sub-Committee formed with CDA and further action would be taken in the light of the report of the Sub-Committee.

Agenda Item No.17: PROPOSED CHARTER OF DUTIES OF PROJECT DIRECTOR, KARACHI.

37. The proposed charter of duties of Project Director and his powers for effective management as detailed below for approved by the Executive Committee:

- i) Technical and administrative control of the Projects at Karachi and Sindh.
- ii) Maintain and operate the accounts of the Project.
- iii) Initiate action regarding appointment of Consultants and furnish his recommendation to the Director General, Housing Foundation for decision.
- iv) Call tenders and recommend to the competent forum for acceptance.
- v) Disburse the payment to staff / contractors / consultants and day to day office expenditure (upto Rs.100,000/- in each case).
- vi) Negotiate the mode of payment of cost of land and terms and conditions thereof with the local authorities and pay the cost of land after seeking the approval of the competent authority.
- vii) Issue letter of allotments to the applicants after approval of Director General and make all correspondence with them.
- viii) To decide day to day technical administrative and financial matters while policy decision shall be obtained from the Executive Committee through the Director General, Housing Foundation.

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- ix) Competent to make appointment of staff for the Karachi office upto Grade-2. For appointment / promotions in Grade 3-16, the Director General would be competent authority and following would be the constitution of Departmental Promotion Committee / Departmental Section Committee:

Director General Chairman

Director(Admn)/ Company Secretary Member

Project Director (Karachi) Secretary

- x) Be required to keep the Foundation posted through the D.G. Housing Foundation with the physical and Financial progress and Financial progress and any bottlenecks occurring.
- xi) Seek assistance from Works Committee (as and when constituted) in case of any technical problem.
- xii) To submit financial reports on monthly basis to Director (Finance) for submission to the Chief Executive, F.G.E. Housing Foundation.

**Agenda Item No.18: MR. SHAHEEN KHAN FOR ALLOTMENT OF CATEGORY-V PLOT IN PHASE-IV OF THE HOUSING SCHEME.**

38. Director(Law) presented facts of the case. Executive Committee after hearing the facts and keeping in view the recommendations of the Wafaqi Mohtasib Secretariat approved allotment of a category-V plot to Mr. Shaheen Khan in Phase-IV of Housing Scheme, Islamabad subject to availability and payment of costs.

**Agenda Item No.19: NEW SCHEMES OF HOUSING FOUNDATION.**

39. The Executive Committee appreciated the efforts of the Director General and his team which they are doing to launch a new phase for Federal Government

Servants:-

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A) Madina City and New Murree Express Way (3248 apartments on 200 kanals)

and

B) Al-Mustafa Residency at Main Murree Road (Bhara Kahu).(625 apartments on 60 kanals).

40. The representative of the firm gave a detailed briefing on all aspects of the two proposed projects. They also showed a movie of the project. The Director General also apprised the committee of the discussion held so far with the firm. He emphasized the fact that there was no financial burden on the Housing Foundation and Housing Foundation was endeavouring to provide affordable housing to government servants and general public.

41. The Executive Committee approved in principle both the schemes and directed Housing Foundation to sign a NON BINDING MEMORANDUM OF UNDERSTANDING with the firm. The Executive Committee however directed joint venture agreement should only be signed after completion of all legal formalities and keeping in view the CDA by laws and zoning regulations. The Chief Executive also directed to take IPDF on board before execution of joint venture agreement.

C SKY GARDEN.

42. The Executive Committee was given a presentation on the project. A Movie of the project was also shown to the members. Chief Executive formed the following committee to evaluate the proposal and finalize its report within 2 weeks.

Member (Planning) CDA	Chairman
Joint Engineering Advisor M/O (H&W)	Member
Director (Finance) HF	Member
Director(Law) HF	Member

*Waseem A - Khan*

IPDF representative  
Director(Technical) HF

Member  
Member/Secretary

43. The committee would hold its first meeting on Saturday 21<sup>st</sup> February 2009. The Chief Executive directed to move a request from his side to the Chairman CDA for sparing the services of Member (Planning) CDA to take up these important assignments keeping in view the importance laid by the government on provision of affordable housing to all.

44. The project was approved in principle by the Executive Committee and permission to sign a NON BINDING MEMORANDUM OF UNDERSTANDING was also given. The joint venture agreement would however, be signed after the Sub-Committee approves the proposal.

D **NEW HOUSING SCHEME TURBAT.**

45. The Director General apprised the committee that he had visited the site. The Executive Committee directed to further examine the case before proceeding further.

**ADDITIONAL AGENDA : REPORT OF THE COMMITTEE FOR ACQUISITION OF LAND FOR HOUSING SCHEME AT LAHORE.**

46. The report of the Sub-Committee formed for the purpose of purchase of land was examined. The report was made part of the agenda by the Committee. Chairman of the Sub-Committee, Joint Secretary(Works) explained the salient features of the proposed scheme. He stated that:

- i) Being land provider, M/s Finex Associates (Pvt) Limited shall arrange for transfer of clear title free from all encumbrances and

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- charge, in favour of Federal Government Employees Housing Foundation within 15 days of the agreement.
- ii) Initially, the Foundation shall purchase an area of 2000 kanals on the front side of the site facing Raiwend Road and the rest of the area would be purchased on need basis.
  - iii) The land provider shall undertake that the entire land of 4000 kanals would remain reserved for acquisition by the Foundation for extension of its scheme upto a period of 08 months from the date of execution of the agreement and there shall be no alienation or disposal of any kind.
  - iv) The per kanal price of the land negotiated for the entire piece of 4000 kanals shall be Rs.7,75,000/-. This is based on the report of the concerned revenue staff and the rates being offered by the reputed land developers in the vicinity.
  - v) The land provider shall be paid 50% of the cost of 2000 kanals within 15 days of the transfer of title in the name of the Foundation and handing over constructive as well as physical possession of the entire 4000 kanals after proper demarcation.
  - vi) The rest of the 50% of the cost of 2000 kanals front piece shall be paid within six months of the transfer of title after launching of the scheme and collection of the seed money.
  - vii) The Foundation shall verify Khasra-wise area on spot through its Land Acquisition Collector whereas the Director(Law) may be entrusted the task of drafting and vetting the agreement.
  - viii) The land provider shall undertake that in case of any encumbrance or charge on the proposed land or any other discrepancy in the title, he will have to make good any loss sustained by the Foundation due to such encumbrance, charge or discrepancy.

47. The Chief Executive appreciated the efforts of the Sub-Committee. The Executive Committee was briefed about the site and documentary of the proposed site was presented before the Executive Committee through multimedia.

48. All the members of the Executive Committee had a unanimous view about suitability of site and price per kanal and approved the report of Sub-Committee unanimously. The Chief Executive however desired that Director General Housing Foundation and both Directors Technical & Finance shall furnish to him their recommendations about the report of Sub-Committee and site suitability, so that further course of action could be determined in the light of such recommendations.

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49. The Executive Committee, after a threadbare discussion on the subject, approved vetting of agreement and its subsequent execution with M/s Finex on the terms as set out by the Sub-Committee and any additional terms, which legal Directorate of F.G.E. Housing Foundation may deem fit. Director (Law) was entrusted the task of drafting agreement and was permitted by the Executive Committee to hire the services of a reputed lawyer for drafting of agreement. The Executive Committee further directed for constitution of a Sub-Committee, to be headed by Director(Law) and comprising of Land Acquisition Collector FGEHF to undertake, following execution of agreement, safe and transparent transfer of valid title of ownership of proposed land in favour of FGEHF. The said Sub-Committee would further take over possession of entire 4000 kanals of land and would undertake, where necessary, and suggest to DG FGEHF, necessary measures for safeguarding the interests of F.G.E. Housing Foundation.

50. The Chief Executive and members of the Executive Committee approved and confirmed the appointment of the new Director General Mr. Sher Afzal Khan and wished him and his team all the success.

51. The meeting ended with a vote of thanks to and from the chair.

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**LIST OF PARTICIPANTS**

1. Mr. G. M. Sikander, Secretary, M/O Housing & Works, Islamabad.
2. Mr. Muhammad Zafeer Abbasi, Additional Secretary, M/O Interior, Islamabad.
3. Mr. Ali Akbar Shaikh, Director General, Pak. PWD, Islamabad.
4. Mr. Fakhar Zaman, Joint Secretary, M/O Housing & Works, Islamabad.
5. Mr. Ali Abid, Joint Secretary(Cabinet), Cabinet Division, Islamabad.
6. Syed Tanveer Hussain Bukhari, Member Planning, CDA, Islamabad.
7. Mr. Muzaffar Hussain Manjai, Joint Engineering Advisor, M/O Housing & Works, Islamabad.
8. Mr. Muhammad Zaheer Khan, Deputy Secretary(Admn), M/O Housing & Works, Islamabad.

**Housing Foundation.**

9. Mr. Sher Afzal Khan, Chief Operating Officer/Director General, Housing Foundation.
10. Mr. Kashif Ahmed Noor, Company Secretary/Director(Admn), Housing Foundation, Islamabad.
11. Syed Mohammad Nauman Shah, Director(Estate), Housing Foundation.
12. Malik Zafar Abbas, Director (Law), Housing Foundation.
13. Mr. Qaiser Abbas, Director(Technical), Housing Foundation.