

8TH CDA BOARD MEETING FOR THE YEAR-2018 HELD ON 31-05-2018
AGENDA ITEMS

S.No	Items	Presenter
	1. Budget Estimate for the Financial Year 2018-2019	FA/ Member
7 th BM-3	2. Restoration of Plot No.243-248, Industrial Triangle Kahuta, Road, Islamabad.	Member (Estate) Director EM-II
7 th BM-4	3. Review of 13 th Board decision dated 14-11-2017 as recommended by Wafaqi mohtasib (ombudsman)'s recommendations against complaint No. WMS-HQR/1868/15 filed by Mst Shehnaz Begum (Widow of deceased CDA employee).	Member (Estate) Director EM-I
7 th BM-5	4. Implementation Procedure in Case No. 1/8856/1884 (<i>Allotment of Plot to Sardar Gul Muhammad Jomezai in Sector G-10/2 instead of 1208F-11</i>).	Member Estate DDG Estate Dir EM-1 East
7 th BM-6	5. Non Implementation of Wafaqi Mohtasib's Findings in Complaint No. HQR/6670/2012 in respect of Mr. Muhammad Iqbal , Ex- Beldar.	Member Estate DDG Estate Dir EM-1 West
7 th BM-7	6. Restoration of Plot No. 1 Street No.27, Sector F-6/2, Islamabad.	Member Estate DDG Estate Dir EM-1
7 th BM-8	7. Restoration of Plot No. 1546, Sector G-11/2, Islamabad.	Member Estate DDG Estate Dir EM-1 West
7 th BM-9	8. Non-Payment of emergency allowance/arrears (complaint No. ONL/1110/14).	Member Admin. E.D Hospital
3 rd BM-5	9. Amendment in the Quota of the post of Director Housing Societies.	Member P&D
	10. Withdrawal of Cancellation Letter of Plot No. 23-B, P&V Scheme No.1, Tarlai Kalan, Islamabad.	Member Estate DDG Estate Dir. EM-II
	NA-I ICT enabled land, property and encroachment survey and data digitization services.	Director Enforcement (Rural)
	NA-II Revamping of CDA Enforcement Directorate.	Director Enforcement



Capital Development Authority
(Secretary CDA Board Office)

CONFIDENTIAL

No. CDA-1335/BM-SCB/2018/

Islamabad May 31, 2018

Subject: MINUTES OF 8TH CDA BOARD MEETING FOR THE YEAR 2018.

8TH CDA Board meeting for the year 2018 was held on **May 31, 2018 (Thursday) at 10:00 A.M**, in the Conference Room of Executive Block, CDA Headquarter, Islamabad under the Chairmanship of Chairman, CDA.

2. Following attended the meeting:

1. Mr. Usman Akhtar Bajwa (In Chair)
Chairman, CDA
2. Mr. Asad Mehboob Kayani,
Member (P & D), CDA
3. Mr. Sajjad Zaidi,
Member Engineering, CDA
(Look after charge)
4. Dr. Fahad H. Aziz,
FA/Member, CDA
5. Mr. Nadeem Akbar Malik,
Member (Admin), CDA
(Look after charge)
6. Mr. Khushal Khan,
Member Estate, CDA
7. Mr. Nadeem Akbar Malik,
Secretary CDA Board (Look after charge)

3. Chief Commissioner ICT, Commissioner Rawalpindi as members of the Board could not attend the meeting. In addition to the Chairman and Board Members, DFA-I, Director Staff, Director EM-II, and Director EM-1(East) attended the meeting.

4. Meeting commenced with the recitation of "Holy Quran" by Mr. Nadeem Akbar Malik, Secretary CDA Board. Thereafter agenda items were taken up for discussion and made following decisions:-

8.1 BUDGET ESTIMATE FOR THE FINANCIAL YEAR 2018-2019.

11005/1335/BM/'18
31-05-'18/8TH

DECISION:

The Board approved the revised budget estimates 2017-18 and Budget Estimates for financial year 2018-19 including provision of loan to MCI as highlighted in paragraph-3 along with proposals made at paragraphs -4,5 and 6 of the summary. The Budget Estimates will be submitted to Ministry of CA&DD in terms of Section 43 of CDA Ordinance, 1960.

**Action By: FA/Member
DFA-I**

8.2 RESTORATION OF PLOT NO.243-248, INDUSTRIAL TRIANGLE KAHUTA, ROAD, ISLAMABAD.

11006/1335/BM/'18
31-05-'18/8TH

DECISION:

The Board decided that comments of incumbent Legal Advisor, Mr. Kashif be taken thereafter the summary be submitted to Board.

**Action By: Member (Estate)
Director (EM-II)**

8.3 REVIEW OF 13TH BOARD DECISION DATED 14-11-2017 AS RECOMMENDED BY WAFaqI MOHTASIB (OMBUDSMAN)'S RECOMMENDATIONS AGAINST COMPLAINT NO. WMS-HQR/1868/15 FILED BY MST SHEHNAZ BEGUM (WIDOW OF DECEASED CDA EMPLOYEE).

11007/1335/BM/'18
31-05-'18/8TH

DECISION:

In view of the position explained by Estate Management and HRD, the Board approved the allotment of plot to the widow of Mr. Pervaiz Masih at Ali Pur Farash subject to fulfillment of all codal formalities. Member Admin., fix responsibility for the wrong entry and report in 14 days.

**Action By: Member(Estate)
Director (EM-I)**

8.4 IMPLEMENTATION PROCEDURE IN CASE NO. 1/8856/1884 (ALLOTMENT OF PLOT TO SARDAR GUL MUHAMMAD JOGEZAI IN SECTOR G-10/2 INSTEAD OF 1208F-11).

11008/1335/BM/'18
31-05-'18/8TH

DECISION:

The Board decided that comments of incumbent Legal Advisor, Mr. Kashif be taken and afterwards the summary brought before the Board.

**Action By: Member(Estate)
DDG(Estate)**

- 8.5 NON IMPLEMENTATION OF WAFAQI MOHTASIB'S FINDINGS IN COMPLAINT NO. HQR/6670/2012 IN RESPECT OF MR. MUHAMMAD IQBAL , EX- BELDAR.
- 8.6 RESTORATION OF PLOT NO. 1 STREET NO.27, SECTOR F-6/2, ISLAMABAD.
- 8.7 RESTORATION OF PLOT NO. 1546, SECTOR G-11/2, ISLAMABAD.
- 8.8 NON-PAYMENT OF EMERGENCY ALLOWANCE/ARREARS (COMPLAINT NO. ONL/1110/14).
- 8.9 AMENDMENT IN THE QUOTA OF THE POST OF DIRECTOR HOUSING SOCIETIES.
- 8.10 WITHDRAWAL OF CANCELLATION LETTER OF PLOT NO. 23-B, P&V SCHEME NO.1, TARLAI KALAN, ISLAMABAD.

Agenda items from 8.5 to 8.10 could not be discussed.

NA-I ICT ENABLED LAND, PROPERTY AND ENCROACHMENT SURVEY AND DATA DIGITIZATION SERVICES.

11009/1335/BM/'18
31-05-'18/8TH

DECISION:

The Board approved the following proposals and recommendations of Member Estate for the performance of Enforcement Wing.

- i. ICT based built-up property and encroachment survey system:
The process of identification and recording of details about the built-up properties will be made transparent. It intends to design and develop ICT enabled monitoring module which should identify built-up properties on map and its monitoring through mobile / web based application. The proposed system will also assist to identify and monitor encroachments on the acquired lands through the satellite imageries. It will help in monitoring the progress of anti-encroachments drives proactively.
- ii. Archiving and Digitization of Land Record:
Electronic archiving and digitization of the record will be carried out to protect the existing land / property record and swift decision making.

**Action By: Member (Estate)
Director Enforcement (Rural)**

NA-II REVAMPING OF CDA ENFORCEMENT DIRECTORATE.

11010/1335/BM/'18
31-05-'18/8TH

DECISION:

The Board approved the following recommendations of Member Estate for revamping of Enforcement Wing.

- i. Eight stations will be established at strategic locations in five Zones of the capital. Each station shall be headed by an Assistant Director having two

teams comprising 18 security guards and an inspector / sub-inspector. Keeping in view the availability of resources and the importance as well as urgency, immediately only four stations will be operationalized which shall follow with full-fledged launching of the remaining stations upon further training of staff and availability of machinery and equipment.

- ii. The essence of working of the stations shall be mobility and outreach. For this purpose following scale of vehicle / machinery shall be authorized as follows:
 - a. Vehicle for each Assistant Director – 01
 - b. Patrolling vehicles – 02
 - c. Beat Bikes – 02
 - d. Back hoe loader – 01
 - e. Dumper – 01
- iii. Training in the following field shall be imparted in phases.
 - a. Anti-riots training to selected security guards under auspices of ICT police;
 - b. Training of drivers for operating heavy machinery
 - c. Basic know how about nature of violations in coordination with various CDA directorates (i.e., Building Control, Urban Planning, Lands etc.), ICT Administration, Police, MCI and other relevant Federal Government Organizations.
- iv. The additional budget requirement for establishment of the Enforcement Stations shall be provided as per demand by the Enforcement Directorate on need basis against the relevant heads.
- v. The staffing against the posts of newly conceived post of Director Enforcement (Urban), Director Enforcement (Rural), Assistant Directors and enforcement staff etc shall be managed initially amongst the available HR. For expediency such additional posts shall be on ad-hoc basis and where regular officials in the required scales are not available, suitable junior officials may be deployed against such posts in their own pay and scale, however such arrangement shall be strictly on temporary basis and no rights shall be claimed. The HR Directorate shall create the requisite posts of Director Enforcement (Urban), Director Enforcement (Rural), Assistant Directors as soon as possible and fill up the posts in accordance with service rules i.e., by promotion and/or initial recruitment.
- vi. The required staff is as under:

S. #	Post	Existing			Proposed Sanctioned Strength	No. of Posts to be demanded
		Sanct.	Posted	Vacant		
1.	Director (Urban)	00	00	00	01	01
2.	Director (Rural)	00	00	00	01	01
3.	Dy. Director (Operation)	03	00	03	00	00
4.	Dy. Director (Admin.)	00	00	00	00	00
5.	Assistant Director	04	01	03	08	07
6.	Stenographer	01	01	00	02	01
7.	D.A.O	01	01	00	02	01
Total (a)		09	03	06	14	11

S. #	Post	Existing			Proposed Sanctioned Strength	No. of Posts to be demanded
		Sanct.	Posted	Vacant		
1.	Inspectors	13	10	03	13	00

2.	Sub Inspector	09	08	01	09	00
3.	Supervisors	17	12	05	17	00
4.	Dozer Operator	02	01	01	10	08
5.	Grander Operator	02	02	00	04	02
6.	Security Guards	291	259	32	291	00
7.	Drivers	30	30	00	30	00
8.	Foreman	01	01	00	02	01
9.	Head Constable Enf.	02	00	02	02	00
10.	Constable Enf.	10	00	10	10	00
11.	Electrician	02	00	02	02	00
12.	Plumber	02	00	02	02	00
13.	Wireless Operator	00	00	00	06	06
14.	Cameraman	00	00	00	04	04
15.	Gas Cutter	02	00	02	02	00
16.	Welder	02	00	02	02	00
17.	Admin Officer	01	01	00	02	01
18.	Sr. Asstt.	01	01	00	02	01
19.	Steno Typist	02	01	01	02	00
20.	Transport Officer	00	00	00	02	02
21.	Auto Mechanic	00	00	00	02	02
22.	Auto Electrician	00	00	00	02	02
23.	Store man	01	01	00	02	01
24.	UDC	01	01	00	08	07
25.	LDC	03	03	00	08	05
26.	Helper	02	00	02	02	00
27.	Naib Qasid	03	02	01	05	02
28.	Inspector Police	01	00	01	02	01
29.	Sub Inspector Police	03	01	02	04	01
30.	Head Constable Police	04	02	02	04	00
31.	Constable Police	53	11	42	53	00
Total (b)		460	347	113	506	46
Grand Total (a+b)		469	350	119	520	57

Action By: Member (Estate)
Member Admin.
DG HRD
Director Admin.
Director Enforcement

The meeting concluded with a word of thanks to and from the Chair.

