

MULTAN ELECTRIC POWER COMPANY

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Office of
The Company Secretary

No. 5801-23 /Company Secy

Dated: 30-06-2017.

1. Mr. Khalid Masood Khan,
10-Green Lane, Zakaria Town
Bosan Road, Multan.
2. Engr: Masood Salahuddin
Chief Executive Officer,
MEPCO Multan.
3. Mr. Zaffar Abbas
Joint Secretary (Transmission),
Room No. 235 Ministry of Water & Power,
Islamabad.
4. Muhammad Anwer Sheikh,
Joint Secretary (CF-II), Govt of Pakistan
Finance Division Islamabad.
5. Khawaja Muhammad Azam,
15-16 Ground Floor Muhammad Arcade,
LMQ Road, Multan.
6. Mian Zahid Pervaiz Marral,
14- Altaf Town Tariq Road Multan.
7. Mian Shahid Iqbal
Rehman Villa Bohar Gate, Bahawalpur
8. Mr. Asad Rehman Gillani
Secretary Energy, Govt of Punjab
8th Floor,EFU Building
Energy Department, Lahore.

Sub:- **MINUTES OF 124TH BOD MEETING.**

Enclosed please find herewith Minutes of 124th BOD Meeting held on **18-06-2017 (Sunday)** at 11:00 A.M in MEPCO Conference Room Khanewal Road Multan for information and necessary action please.

DA/as above


COMPANY SECRETARY

Copy to

1. Finance Director, MEPCO Ltd Multan.
2. HR/Admn: Director MEPCO Ltd Multan.
3. General Manager/ Tech: Dir: MEPCO Ltd Multan.
4. General Manager (Op) Distn: MEPCO HQ Multan.
5. Chief Engineer/CS Director MEPCO Ltd Multan.
6. Chief Engineer (T&G) MEPCO Ltd Multan.
7. Chief Engineer (Development) HQ Multan.
8. Chief Engineer (Planning) HQ Multan.
9. DG (IS) MEPCO HQ Multan.
10. Project Director Construction MEPCO HQ Multan.
11. Manager (Security) / Transport MEPCO Multan.
12. Manager Internal Audit, MEPCO HQ Multan.
13. Manager (L&L) MEPCO HQ, Multan.
14. Manager (MM) MEPCO HQ Multan.
15. Dy: Manager (Public Relations) MEPCO HQ Multan.

} For information & necessary action.

MULTAN ELECTRIC POWER COMPANY

MINUTES OF 124TH MEPCO B.O.D. MEETING, HELD ON 18.06.2017 (SUNDAY) AT 11:00 A.M IN MEPCO CONFERENCE ROOM KHANEWAL ROAD MULTAN.

1. Mr. Khalid Masood Khan	Chairman
2. Mr. Masood Salahuddin	CEO/Director
3. Mr. Zafar Abbas	Director (Through Video Link)
4. Muhammad Anwer Sheikh	Director (Through Video Link)
5. Khawaja Muhammad Azam	Director
6. Mian. Zahid Pervez Marral	Director
7. Mian Shahid Iqbal	Director
8. Engr. Sajid Yaqoob	Company Secretary

Following MEPCO officers attended the Meeting on call.

- Mr. Imtiaz Ahmed Jigri, Finance Director
- Engr: Mehmood Ahmed Khan, Chief Engineer/CSD
- Engr: Shahid Hameed Chohan, Chief Engineer (Dev)
- Engr: Mian Muhammad Ali, Chief Engineer (Planning)
- Mr. Liaqat Ali Memon, acting HR & Admin Director

The Quorum was in order and the Meeting started with recitation from the Holy Quran and due permission from the chair. The Company Secretary intimated the Board about "Leave of Absence received from Mr. Asad Rehman Gillani, Member of the Board. The Board, after due consideration, granted the leave of absence to the honorable Member.

AGENDA ITEM NO.1

To consider and confirm Minutes of 123rd BOD Meeting held on 15.05.2017.

The Company Secretary presented the Minutes of 123rd Board Meeting, held on 15.05.2017. The Board confirmed the Minutes of 123rd Board Meeting.

AGENDA ITEM NO.2

Compliance of directives of 123rd BOD Meeting held on 15.05.2017 and any other issue arising thereafter:-

The Compliance status of the decisions of the 123rd Board Meeting was presented to the Board for its consideration. The Board discussed point wise compliance status, showed its satisfaction regarding implementation of Board's decision. However, the Board during the course of follow up of the compliance status instructed as follows:-

a. Wrong billing of TMA DG Khan.

Decision

The deliberation of above mentioned compliance was deferred till the arrival of Mr. Naeem Ullah HR & Admin Director from his Ex-Pakistan leave.

b. Engagement of 2 No. Ladies Security Guards.

The Acting HR & Admin Director apprised the Board that the process of out sourcing of Security Guards at all circles is at its final stage and during the time of signing of the agreement for Multan Circle, the matter regarding engagement of 2 No. Security Guards will be finalized. After due discussion, the Board instructed as follows.

Instructions

The Board instructed the HR & Admin Director to present the updated status in next meeting.

c. To reconsider the case regarding grant of 04 advance increments to the officers who have been initially appointed on the basis of MBA/Master Degree in Management Sciences.

The Acting HR & Admin Director apprised the Board that the report of the Committee constituted to prepare comprehensive policy regarding subjected matter is still awaited and the same will be presented to the Board upon its receipt. After due consideration, the Board instructed as follows. *hw*

Instructions

The Board instructed the Acting HR & Admin Director to present the report of the committee after vetting of the HR Committee of the Board.

d. Approval for grant of advance, in favor of Mr. Mehar Muhammad Iqbal, SDO (Retd) MEPCO Division Muzaffargarh.

The Acting HR & Admin Director apprised the Board that Mahar Muhammad Iqbal SDO (Retd:) MEPCO Division Muzaffar Garh has informed that the condition of the patient was falling down day by day and could not delay in starting the treatment of patient till the decision of MEPCO Board. Therefore, he has purchased the medicines and requested to reimburse the same. The Board after due deliberation, resolved to decide as follows.

Decision

The Board instructed the Acting HR & Admin Director to make payment direct to M/s Novartis only.

e. Approval for long term advance for MEPCO employees F.Y. 2016-17.

The Acting HR & Admin Director apprised the Board that the case is under final approval of CEO after finalization of the report of the Committee constituted for this purpose and as per directions of the Board, 20% of total allocated budget for long term advance is being granted to officers and 80% is being granted to the officials. After due discussion, the Board further resolved as follows

Decision

The Board accorded its approval to fix 20% of total allocated budget for long term advance as upper limit for the officers and 80% as lower limit for the officials depending upon the applications received for both categories in future.

f. Approval for recruitment of Junior Engineers / SDO.

The Acting HR & Admin Director apprised the Board that the result of test carried out for recruitment of Junior Engineers/SDO has been received from NTS and further process of interview will be carried out by the Selection Committee at earliest. After due consideration, the Board further instructed as follows.

Instructions

The Board instructed the Acting HR & Admin Director to present the updated status in next meeting.

g. Approval for attachment of officers / officials at MEPCO HQ Multan.

The Acting HR & Admin Director apprised the Board that the orders of 47 No. Officials who were recommended to be de-attached by the committee constituted to review the attachment of the staff at HQ, have been issued and the action required for the remaining 73 No. posts will be taken in due course of time. After due deliberation, the Board further instructed as follows.

Instructions

The Board instructed the Acting HR & Admin Director to present the updated status of the case in next meeting.

h. Approval for assistance package for families of employees who die in service.

The Acting HR & Admin Director apprised the Board that draft note has been prepared for approval of CEO MEPCO with the suggestions to issue formal order for adoption of the Office Memorandum subject to approval of NEPRA or otherwise the case may be first be referred to NEPRA for approval and after receipt of approval from NEPRA formal order may be issued. After due deliberation, the Board further instructed as follows.

Instructions

The Board instructed the Acting HR & Admin Director to approach NEPRA to consider the subjected package for allowing MEPCO to incorporate the requisite financial implication in its upcoming Tariff Petition.

AGENDA ITEM NO.3

To consider and confirm the Circular Resolution No 15/2017 dated 29.5.2017.

The agenda was presented by Company Secretary. The Board was apprised that the matter regarding purchase of 765 No. 50 KVA Transformers, on urgent basis was presented to the Members of the Board. After considering the matter, the Board passed the below detailed Circular Resolution.

“Resolved that approval be and is hereby accorded for purchase of 765 No. 50 KVA Transformers @ Rs. 129150/- each amounting to Rs. 98.8 Million (excluding GST) from M/s Transfab Lahore against

Tender No. 182 as proposed”.

The Board was requested to confirm the above Circular Resolution.

Decision

The Board resolved that the above Circular Resolution be & is hereby confirmed.

AGENDA ITEM NO.4

To consider and confirm the Circular Resolution No 16/2017 dated 29.5.2017.

The agenda was presented by Company Secretary. The Board was apprised that the matter regarding purchase of 500 No. 50 KVA Transformers, on urgent basis was presented to the Members of the Board. After considering the matter, the Board passed the below detailed Circular Resolution.

“Resolved that approval be and is hereby accorded for purchase of 500 No. 50 KVA Transformers @ Rs.129829/- each amounting to Rs.64.914 Million (excluding GST) from M/s Sky Power Lahore against Tender No. 180 as proposed”.

The Board was requested to confirm the above Circular Resolution.

Decision

The Board resolved that the above Circular Resolution be & is hereby confirmed.

AGENDA ITEM NO.5

To consider and confirm the Circular Resolution No 17/2017 dated 29.5.2017.

The agenda was presented by Company Secretary. The Board was apprised that the matter regarding procurement of 20000 No. L.T Spun Hollow Poles 31’ long, on urgent basis was presented to the Members of the Board. After considering the matter, the Board passed the below detailed Circular Resolution

“Resolved that approval be and is hereby accorded for procurement of 20000 No. L.T Spun Hollow Poles 31’ long @ Rs. 10200/- each amounting to Rs. 204 Million (excluding GST) from M/s Polecrete, M/s Potential, M/s Namco, M/s Creative & M/s Mian Brothers against Tender No. 176 as proposed”.

The Board was requested to confirm the above Circular Resolution.

Decision

The Board resolved that the above Circular Resolution be & is hereby confirmed.

AGENDA ITEM NO.6

To consider and confirm the Circular Resolution No 18/2017 dated 29.5.2017.

The agenda was presented by Company Secretary. The Board was informed that the matter regarding procurement of 10000 No. H.T Spun Hollow Poles 36’ long, on urgent basis was presented to the Members of the Board. After considering the matter, the Board passed the below detailed Circular Resolution.

“Resolved that approval be and is hereby accorded for procurement of 10000 No. H.T Spun Hollow Poles 36’ long @ Rs. 14250/- each amounting to Rs. 142.5 Million (excluding GST) from M/s Rajput, M/s Gunj Bukhsh, M/s Junaid, M/s R.K Contractors & M/s Amin Brothers against Tender No. 175 as proposed”.

The Board was requested to confirm the above Circular Resolution.

Decision

The Board resolved that the above Circular Resolution be & is hereby confirmed.

AGENDA ITEM NO.7


To consider and confirm the Circular Resolution No 19/2017 dated 29.5.2017.

The agenda was presented by Company Secretary. The Board was informed that the matter for procurement of 1000 No. 25 KVA Transformers, on urgent basis was presented to the Members of the Board. After considering the matter, the Board passed the below detailed Circular Resolution:-

“Resolved that approval be and is hereby accorded for procurement of 1000 No. 25 KVA Transformers @ Rs. 100000/- each amounting to Rs. 100 Million (excluding GST) from M/s Sky Power Lahore against Tender No. 179 as proposed”.

The Board was requested to confirm the above Circular Resolution.

Decision

The Board resolved that the above Circular Resolution be & is hereby confirmed. 

AGENDA ITEM NO.8

To consider and confirm the Circular Resolution No 20/2017 dated 29.5.2017.

The agenda was presented by Company Secretary. The Board was informed that the matter regarding rates of Spun Hollow PC Poles and issuance of Revised Purchase Orders for 4th year, on urgent basis was presented to the Members of the Board. After considering the matter, the Board passed the below detailed Circular Resolution:-

“Resolved that approval be and is hereby accorded for the recommendations of the Procurement Committee, not to issue revised purchase orders for the 4th year of contract agreement for manufacturing & supply of Spun Hollow PC Poles to M/s Polecrete Spun Ltd Lahore at PC Pole Plant Kacha Khuh District Khanewal and M/s Potential Engineers Lahore PC Pole Plant Sadiqab and instead to float fresh/open tender for procurement of PC Poles”.

The Board was requested to confirm the above Circular Resolution.

Decision

The Board resolved that the above Circular Resolution be & is hereby confirmed.

AGENDA ITEM NO.9

To consider and accord approval for the following matter relating to Procurement Committee.

i. Approval for procurement of 13500 No. 11 KV Dropout Cutouts (D-Fuse Fittings) Tender No. 137.

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that tender was floated to purchase the quantity of 13500 No. 11 kv Dropout Cutout (D-Fuse Fittings) with the approval of CEO MEPCO and opened on 20.02.2017. Four (04) firms purchased the tender documents, whereas three (03) firms participated in the tender opening process and quoted their rates on FCS basis without GST along with offered quantities, detail as below:

Name of Firm	D-Fuse Fittings (13500 No.)	
	T/Rate (Rs.)	Off: Qty (No.)
M/s Umair Industries	5500.00	4455
M/s Ajmer Engg:	5493.00	4455
M/s Malik & Sons	5491.00	4590

Out of above participant firms M/s Malik & Sons emerged as lowest bidders by offering the rate of Rs. 5491/- each for the quantity of 4590 No. each. Later on, all the participants firms revised their tender rate as Rs. 5400/- each.

Comparison of revised tender rate with the previous purchase rates of MEPCO & other DISCOs is as under:

Name of Disco	Revised T/Rate (Rs.)	MEPCO 25.11.16	IESCO 28.01.16	HESCO 08/16	QESCO 11.04.16	PESCO 19.12.16	SEPCO 02.02.17
Previous Purchase Rates	5400.00	5400.00	5500.00	5600.00	5600.00	5700.00	5650.00

The revised tender rate is at par with the previous purchase rate of MEPCO & on lower side as compared with the other DISCOs purchase rates. The said material is required by P.D (Const) for completion of Village Electrification under SDGs Program and they informed that funds are available for these projects vide their letter dated 11.01.2017. The present status of requirement, stock balance & pipeline is as under:

Description	Req: for SDGs	Stock Balance 22.05.17	Pipeline	This Tender Qty
11 kv Dropout Cutout (D-Fuse Fittings)	45000	126	3450	13500

Total cost is worked out as under:

Sr.#	Description	Qty (No.)	Rate/Unit (Rs.)	Total	Name of firm
1	11 kv Dropout Cutout (D-Fuse Fittings)	13500	5400.00	72900000	M/s Umair Ind., M/s Ajmer Engg., M/s Malik & Sons

The total cost for the procurement of 13500 No. 11 kv Dropout Cutout (D-Fuse Fittings) @ Rs. 5400/- each would be amounting to Rs. 72.9 million (excluding 17% GST) from aforementioned firms. The

Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for procurement of 13500 No. 11 kv Dropout Cutout (D-Fuse Fittings) @ Rs. 5400/- each amounting to Rs. 72.9 million (excluding 17% GST) from M/s Umair Ind.; M/s Ajmer Engg; and M/s Malik & Sons against Tender No. 137. After due consideration, the Board decided as follows.

Decision.

Considering the recommendations of Tender Evaluation Committee, request of Chief Engineer (Dev) and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the management conformed to PPRA Rules, Departmental SOPs, Rules, therefore; the Board accorded its approval for procurement of 13500 No. 11 kv Dropout Cutout (D-Fuse Fittings) @ Rs. 5400/- each amounting to Rs. 72.9 million (excluding 17% GST) from M/s Umair Ind.; M/s Ajmer Engg; and M/s Malik & Sons against Tender No. 137 as proposed.

ii. Approval for procurement of 500 km PVC 4/Core Cable 19/.052 Tender No. 153 dated: 31.03.2017.

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that Tender was floated to purchase the quantity of 500 km PVC 4/Core Cable 19/.052 with the approval of CEO MEPCO and opened on 31.03.2017. Four (04) firms purchased the tender documents, whereas three (03) firms participated in the tender opening process and quoted their rates on FCS basis without GST along with offered quantities, detail as below:

Sr. No.	Name of Firm	PVC 4/Core 19/.052 (Qty: 500 km)	
		T/Rate	Off: Qty: (km)
1	M/s Fast Cables	152885.00	500
2	M/s Universal Metals	182900.00	200
3	M/s Mutahir Metal Works	174443.00	500

Out of the above participant firms, M/s Fast Cables emerged as lowest bidder by offering the rate of Rs. 152885/- per km for the full tendered quantity. Comparison of lowest tender rates with the purchase rate of other DISCOs is as under:

Name of DISCOs Description	Lowest Tender Rate	MEPCO 05.04.16	SEPCO 13.01.17	HESCO 14.02.17	LESCO 29.11.16
PVC 4/Core 19/.052	152885	169500	149990	239000 T/Rate	151500

The tender rate is on lower side as compared with the previous purchase rate of MEPCO & tender rate of HESCO whereas slightly on higher side than LESCO & SEPCO. The Comparison of LME is as under:

Description	Aluminium (LME) US\$
05.04.16 (Last P.O date)	1620.00
31.03.17 (New tender date)	1955.00
%age Increase / Decrease	+20.67

The said cable is required for installation of AMR meters by Chief Engineer / CSD duly approved by CEO MEPCO 08.02.2017. The present status of requirement, stock balance & pipeline is as under:

Description	Requirement	Stock Balance 22.05.17	Pipeline	This Tender Qty
PVC 4/Core cable19/.052	500 km	54 km	-	500 km

Total cost is worked out as under:

Sr.#	Description	Qty (km)	Rate/Unit (Rs.)	Total	Name of firm
1	PVC 4/Core cable 19/.052	500	152885	76442500	M/s Fast Cables

The total cost for the procurement of 500 km PVC 4/Core 19/.052 @ Rs. 152885/- per km would be amounting to Rs. 76.443 million (excluding GST) from M/s Fast Cables. The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for the procurement of

500 km PVC 4/Core cable 19/.052 @ Rs. 152885/- per km amounting to Rs. 76.443 million (excluding GST). After due consideration, the Board decided as follows.

Decision.

Considering the recommendations of Tender Evaluation Committee, request of Chief Engineer (Dev) and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the management conformed to PPRA Rules, Departmental SOPs, Rules, therefore; the Board accorded its approval for procurement of 500 km PVC 4/Core cable 19/.052 @ Rs. 152885/- per km amounting to Rs. 76.443 million (excluding GST) from M/s Fast Cables against Tender No. 153.

iii. Approval for procurement of 2000 km ACSR OSPREY Conductor Tender No. 160 dated 07.04.2017.

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that Tender was floated to purchase the quantity of 2000 km ACSR Osprey Conductor with the approval of CEO MEPCO and opened on 07.04.2017. Seven (07) firms purchased the tender documents whereas four (04) firms participated in the tender opening process and quoted their rates on FCS basis without GST along with offered quantities, detail as below:

Name of Firm	ACSR Osprey Conductor (Qty: 2000 km)	
	T/Rate (Rs.)	Offered Qty: (km)
M/s Fast Cables	274846.00	500
M/s Newage Cables	247000.00	2000
M/s Universal Metals	264500.00	500
M/s Mutahir Metal	240524.00	500

About of above participants, M/s Mutahir Metal emerged as lowest in the initial tendering and offered rate Rs. 240524/ per km for 500 km quantity. However, M/s Mutahir Metal Works offered the new revise tender rate of Rs.235000/- per km for ACSR Osprey vide their letter dated 12.04.2017. Comparison of lowest tender rate with the previous purchase rates of MEPCO & other DISCOs is as under:

Name of Disco	Lowest T/Rate (Rs.)	Prev. T/Rate of MEPCO 26.01.17	MEPCO 23.09.15	SEPCO 07.03.17	IESCO 04.10.16	GEPCO 17.08.16
Previous Purchase Rates	235000	229900	234150	233786	204000	207786
%age Increase / Decrease w.r.to Lowest T/Rate	0.00	+2.22	+0.36	+0.52	+15.20	+13.10

The rate comparison of LME is as under:

Description	Aluminium (LME) USS
26.01.17 (Prev. tender date)	1837.00
09.04.17 (New tender date)	1929.00
%age Increase / Decrease	+5.008

The LME rates increased by 5.008% whereas the lowest evaluated bid rate is on increasing side by 2.22% w.r.to the previous MEPCO tender rate i.e Rs. 229900/- dated 26.01.17. The apparent reason for current increase in rates i.e Rs. 235000/- against MEPCO previous P.O rate is due to increase in LME prices. However, M/s Mutahir Metal Works further revised their rate as Rs. 234500/- per km voluntarily vide their letter No. MMW/17/4315 dated 22.05.2017. The cost is worked out as under:-

Sr.#	Description	Qty (km)	Rate/Unit (Rs.)	Value	Name of the firm
1	ACSR Osprey Conductor	500	234500	117250000	M/s Mutahir Metal Works

The total cost for the procurement of 500 km ACSR OSPREY Conductor @ Rs. 234500/- per km would be amounting to Rs. 117.250 million (excluding GST) from aforementioned firms. The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for the procurement of 500 km ACSR Osprey Conductor @ Rs. 234500/- per km amounting to Rs. 117.250 million (excluding 17% GST).

Decision.

Considering the recommendations of the Tender Evaluation Committee, request of the Chief Engineer (Dev) PMU and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the

Board accorded its approval for procurement of 500 km ACSR Osprey Conductor @ Rs. 234500/- per km amounting to Rs. 117.250 million (excluding GST) from M/s Mutahir Metal Works against tender No. 160.

iv. Approval for 01 Year Contract for Reclamation of Damaged Distribution Transformers against Tender No-169 dated 27-04-2017.

The agenda was presented by the General Manager (Op). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that tender for 01 year Contract of Reclamation of Damaged Distribution Transformers having damaged Core with Minor quantity Copper, without Oil, Damaged Tubes and Body OK was floated in widely circulated news paper with the approval of competent authority. Tender Opening Committee has opened the tender on schedule date i.e on 27.04.2017. 06 firms purchased the tender documents whereas 04 firms have participated in the tender and quoted their per unit rate excluding taxes, detail is as under.

Tender Qty. 25-kva = 250 Nos 50KVA = 250 Nos 100-kva = 250 Nos 200-kva = 250 Nos Total 1000 Nos.

Name of Firm	Capacity	Per Unit Reclamation Charges on Ex Works Basis (Excluding Taxes)			Two way Transportation Charges		
		Reclamation Rates without Tube Replacement	Reclamation Rates with tube Replacement	Rate Per Elliptical Tube Replacement	R/S Multan	R/S Sahiwal	F/S R.Y.K
M/S Transfo Care Multan	25-kva	-	-	-	-	-	-
	50-kva	-	-	-	-	-	-
	100-kva	-	-	-	-	-	-
	200-kva	205000	220000	350	1500	2000	3000
M/S Hajveri Power	25-kva	-	-	-	-	-	-
	50-kva	87000	98000	300	2000	1800	2500
	100-kva	-	-	-	-	-	-
	200-kva	-	-	-	-	-	-
M/S Hammad Engg:	25-kva	61000	70000	250	250	400	750
	50-kva	-	-	-	-	-	-
	100-kva	131000	144000	300	500	750	1000
	200-kva	-	-	-	-	-	-
M/S Swat Industry	25-kva	63000	72000	225	1000	1000	1500
	50-kva	82500	93500	250	1200	1000	2500
	100-kva	133000	146000	325	1500	1500	2500
	200-kva	208000	223000	400	1900	2000	3200

All participant firms have voluntarily revised their per unit tender rates as a good will gesture.

Name of Firm	Capacity	Per Unit Reclamation Charges on Ex Works Basis (Excluding Taxes)			Two way Transportation Charges		
		Reclamation Rates without Tube Replacement	Reclamation Rates with tube Replacement	Rate Per Elliptical Tube Replacement	R/S Multan	R/S Sahiwal	F/S R.Y.K
M/S Transfo Care Multan	200-kva	188,000	206,950	350	1500	2000	3000
M/S Hammad Engg:	25-kva	60,675	68,675	250	250	400	750
	100-kva	118,585	134,585	300	500	750	100
M/S Swat Industry	50-kva	80,000	92,400	250	1200	1000	2500

The Revised Rate Comparison without tube replacement along with Transportation Charges up to Regional Store Multan being centre point is as under:-

Damaged Core with Minor Quantity Copper	25 kva	50 kva	100 kva	200 kva
Present Revised Tender Rate	60,925	81,200	119,085	189,500
Previous MEPCO Contract Rate dated 03/ 2016	61,150	78,500	113,170	180,400
% Increase as compared to Last year MEPCO Contract Rate	-0.36	3.43	5.22	5.04

Handwritten signature/initials

The LME US \$ Exchange rate per M. Ton of Copper Wire is as under:-

31.12.2015 Last year MEPCO Tender Date	4702 US\$ Exchange Rate per M.Ton
27.04.2017 Present Tender date	5686 US \$ Exchange Rat per M.Ton
% Increase	20.92 %

Tender Technical / Commercial Evaluation Committee has vetted the case for Reclamation of damaged transformers. It was also mentioned that above category of transformers cannot be repaired in MEPCO's own workshops, CEO MEPCO has also accorded approval for putting up Agenda Item in BOD Meeting for award of 01 Year Contract for Reclamation of damaged Distribution Transformers or till the completion of 1000 Nos defective Transformer whichever comes later from the below mentioned tender lowest firms along with transportation charges up to Regional Store Multan.

Name of Firm	Capacity	Per Unit Reclamation Charges on Ex Works Basis (Excluding Taxes)			Two way Transportation Charges		
		Reclamation Rates without Tube Replacement	Reclamation Rates with tube Replacement	Rate Per Elliptical Tube Replacement	R/S Multan	R/S Sahiwal	F/S R.Y.K
M/S Transfo Care Multan	200-kva	188,000	206,950	350	1500	2000	3000
M/S Hammed Engg. Co	25-kva	60,675	68,675	250	250	400	750
	100-kva	118,585	134,585	300	500	750	100
M/S Swat Industry	50-kva	80,000	92,400	250	1200	1000	2500

The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for the Reclamation of 1000 Nos. different Capacity transformers from the above tender lowest firms. The capacity & quantity of damaged transformers will be as per actual need/requirement of MEPCO and receipt from Field Formations. The Elliptical tube replacement cost will be applicable where tube of transformers tank are damaged. The tentative cost excluding Taxes would be amounting to Rs. 126.515 Million.

Decision.

Considering the recommendations of the Tender Evaluation Committee, request of the General Manager (Op) and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board accorded its approval for award of 01 year Contract for reclamation of damaged distribution transformers or till the completion of 1000 Nos defective transformers whichever comes later from tender lowest firms including transportation up to Regional Store Multan and further added that the Capacity & Quantity of damaged transformers will be as per actual receipt from field formations. The Elliptical tube replacement cost will be applicable where tube of transformers tank are damaged. The tentative cost would be amounting to Rs.126.515 Million (Excluding GST).

v. Approval for 01 Year Contract for Reclamation of Damaged Distribution Transformers against Tender No-168 dated 27-04-2017.

The agenda was presented by the General Manager (Op). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that tender for 01 year Contract of Reclamation of Damaged Distribution Transformers having 70% to 99% Core, 50% Average Copper, Without Oil and Damaged Tubes or Body OK was floated in widely circulated news paper with the approval of competent authority. Tender Opening Committee has opened the tender on scheduled date i.e. on 27.04.2017. 06(Six) firms purchased the tender documents whereas 05 firms have participated in the tender and quoted their per unit rate excluding taxes, detail is as under:-
Tender Qty. 25-kva = 250 Nos 50KVA = 250 Nos 100-kva = 250 Nos 200-kva = 250 Nos
Total 1000 Nos.

h

Name of Firm	Capacity	Per Unit Reclamation Charges on Ex Works Basis (Excluding Taxes)			Two way Transportation Charges		
		Reclamation Rates without Tube Replacement	Reclamation Rates with Tube Replacement	Rate Per Elliptical Tube Replacement	R/S Multan	R/S Sahiwal	F/S R.Y.K
M/S Transfo Care Multan	25-kva	-	-	-	-	-	-
	50-kva	-	-	-	-	-	-
	100-kva	112500	125500	300	1200	1400	2800
	200-kva	-	-	-	-	-	-
M/S Hammad Engg: Multan	25-kva	-	-	-	-	-	-
	50-kva	-	-	-	-	-	-
	100-kva	-	-	-	-	-	-
	200-kva	166000	183000	400	2200	2500	3000
M/S Transwave	25-kva	56000	64000	200	1500	1800	800
	50-kva	66500	79000	250	2000	2000	1000
	100-kva	-	-	-	-	-	-
	200-kva	-	-	-	-	-	-
M/S Swat Industry	25-kva	53500	60500	250	1000	800	2000
	50-kva	69000	83000	300	2000	1500	2500
	100-kva	-	-	-	-	-	-
	200-kva	163400	178400	400	2000	1800	3000
M/S Ghazi Electric Works Sahiwal	25-kva	-	-	-	-	-	-
	50-kva	-	-	-	-	-	-
	100-kva	112000	125000	300	1400	1200	2800
	200-kva	-	-	-	-	-	-

All participant firms have voluntarily revised their per unit tender rates as a good will gesture .

Name of Firm	Capacity	Per Unit Reclamation Charges on Ex Works Basis (Excluding Taxes)			Two way Transportation Charges		
		Reclamation Rates without Tube Replacement	Reclamation Rates with Tube Replacement	Rate Per Elliptical Tube Replacement	R/S Multan	R/S Sahiwal	F/S R.Y.K
M/S Transwave	50-kva	64,500	76,800	250	2000	2000	1000
M/S Swat Industry	25-kva	51,500	57,800	250	1000	800	2000
	200-kva	156,593	171,093	400	2000	1800	3000
M/S Ghazi Elect:	100-kva	98,000	109,000	300	1400	1200	2800

The Revised Rate Comparison without tube replacement along with Transportation Charges up to Regional Store Multan being centre point is as under:-

Tender No 168 dated 27.04.2017 70% to 99% Core, 50% Average Copper	25 kva	50 kva	100 kva	200 kva
Present Tender Rate	52,500	66,500	99,400	158,593
Previous MEPCO Contract Rate dated 03/2016	51,500	63,000	92,836	149,886
% Increase as compared to Last year MEPCO Contract Rate	1.94	5.55	7.07	5.80

The LME US \$ Exchange rate per M. Ton of Copper Wire is as under

31.12.2015 Last year MEPCO Tender Date	4702 US\$ Exchange Rate per M.Ton
27.04.2017 Present Tender date	5686 US \$ Exchange Rat per M.Ton
% Increase	20.92 %

Tender Technical / Commercial Evaluation Committee have vetted the case for Reclamation of damaged transformers. It was also mentioned that above category of transformers cannot be repaired in MEPCO's own workshops. CEO MEPCO has also accorded its approval for putting up Agenda Item in BOD

Meeting for award of 01 Year Contract for Reclamation of damaged Distribution Transformers or till the completion of 1000 Nos defective Transformer whichever comes later from the below mentioned tender lowest firms along with transportation charges up to Regional Store Multan.

Name of Firm	Capacity	Per Unit Reclamation Charges on Ex Works Basis (Excluding Taxes)			Two way Transportation Charges		
		Reclamation Rates without Tube Replacement	Reclamation Rates with Tube Replacement	Rate Per Elliptical Tube Replacement	R/S Multan	R/S Sahiwal	F/S R.Y.K
M/S Transwave	50-kva	64,500	76,800	250	2000	2000	1000
M/S Swat Industry	25-kva	51,500	57,800	250	1000	800	2000
	200-kva	156,593	171,093	400	2000	1800	3000
M/S Ghazi Elect	100-kva	98,000	109,000	300	1400	1200	2800

The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for the reclamation of 1000 Nos different Capacity transformers from the above tender lowest firms. The Capacity & Quantity of damaged transformers will be as per actual need / requirement of MEPCO and receipt from Field Formations. The Elliptical tube replacement cost will be applicable where tube of transformers tank are damaged. The tentative cost excluding Taxes would be amounting to Rs. 105.293 Million.

Decision.

Considering the recommendations of the Tender Evaluation Committee, request of the General Manager (Op) and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board accorded its approval for award of 01 year Contract for reclamation of damaged distribution transformers or till the completion of 1000 Nos defective transformers whichever comes later from tender lowest firms including transportation up to Regional Store Multan and further added here that The Capacity & Quantity of damaged transformers will be as per actual receipt from field formations. The Elliptical tube replacement cost will be applicable where tube of transformers tank are damaged. The tentative cost would be amounting to Rs.105.293 Million (Excluding GST).

vi. Approval for Rate for Construction of 06-Nos. D-Type (Cat-IV) Flats (Double Storey 02-Units) at WAPDA Town Phase-II Multan.

The agenda was presented by the General Manager (Op). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that in compliance with the administrative approval & technical sanction accorded by Chief Executive Officer MEPCO Ltd Multan on noting sheet para-14 dated 04.01.2017, regarding execution of above subject work, tenders were called vide letter No.4036-42 dated 03.02.2017 and opened on 15.02.2017 but cancelled by competent authority and re-called vide No.4761-66 dated 13.03.2017, fixing the date of opening on 04.04.2017. Tenders were opened by the Tender Opening Committee on fixed date and time. 07-Nos. Firms participated and offered their bids. Bid @ 19.00% below on BOQ cost Rs.1,64,86,152/- with contract cost Rs.1,33,53,783/- offered by M/S M.A & Sons Multan, comparative statement are lowest. Though the market rates are on higher side, due to escalation on material & labor but MEPCO will save Rs.31,32,369/- due to this rate, hence offered rate of the firm may be accepted. The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for rate 19.00% below on BOQ cost Rs.1,64,86,152/- with contract cost Rs.1,33,53,783/- of the lowest firm M/s M.A & Sons Multan.

Decision.

Considering the recommendations of the Tender Evaluation Committee, request of the General Manager (Op), and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board

accorded its approval for rate 19.00% below on BOQ cost Rs.1,64,86,152/- with contract cost Rs.1,33,53,733/- of the lowest firm M/s M.A & Sons Multan for construction of 06-Nos. D-Type (Cat-IV) Flats (Double Storey 02-Units) at WAPDA Town Phase-II Multan.

vii. Approval for Rate for Construction of 04-Nos. C-Type (Cat-III) Flats (Double Storey 02-Units) at WAPDA Town Phase-II Multan.

The agenda was presented by the General Manager (Op). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 29.05.2017. The Committee was apprised that in compliance with the administrative approval & technical sanction accorded by Chief Executive Officer MEPCO Ltd Multan on noting sheet para-14 dated 04.01.2017, regarding execution of above subject work, tenders were called vide letter No.4036-42 dated 03.02.2017 and opened on 15.02.2017 but cancelled by competent authority and re-called vide No.4761-66 dated 13.03.2017, fixing the date of opening on 04.04.2017. Tenders were opened by the Tender Opening Committee on fixed date and time. 04-Nos. Firms participated and offered their Bids. Bid @ 20.00% below on BOQ cost Rs.1,46,51,656/- with contract cost Rs.1,17,21,325/- offered by M/S M.A & Sons Multan, are lowest. Though the market rates are on higher side, due to escalation on material & labor but MEPCO will save Rs.29,30,331/- due to this rate, hence offered rate of the firm may be accepted. The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for rate 20.00% below on BOQ cost Rs.1,46,51,656/- with contract cost Rs.1,17,21,325/- of the lowest firm M/s M.A & Sons Multan.

Decision.

Considering the recommendations of the Tender Opening Committee, request of the General Manager (Op) and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board accorded its approval for rate 20.00% below on BOQ cost Rs.1,46,51,656/- with contract cost Rs.1,17,21,325/- of the lowest firm M/s M.A & Sons Multan for construction of 04-Nos. C-Type (Cat-III) Flats (Double Storey 02-Units) at WAPDA Town Phase-II Multan.

viii. Approval for procurement of 148500 No. Pin & 234000 No. Spool Insulators (T/No. 141 opened on 21.02.2017).

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was apprised that tender inquiry regarding procurement of 148500 No. Pin & 234000 No. Spool Insulators was floated in widely circulated newspapers as per requirement of P.D (Const) MEPCO for SDGs Program after approval of CEO MEPCO to meet with the requirements of F/Y 2016-17.

Name of Firm	Spool Insulator (234000 No.)		Pin Insulator (148500 No)	
	T/Rate (Rs.)	Off: Qty (No.)	T/Rate (Rs.)	Off: Qty
M/s Emco Industries	27.70	Full	183.85	Full

The only participant firm i.e. M/s Emco Industries quoted the rate of Rs. 27.70 each for Spool Insulators & Rs. 183.85 each for Pin Insulators for the full tendered quantities. Comparison of lowest tender rates with the previous purchase rates of MEPCO & other DISCOs is as under:

Name of Disco Description	Lowest T/Rate (Rs)	MEPCO 13.07.16	QESCO 17.05.17	PESCO 13.02.17	FESCO 23.12.15	SEPCO 16.01.17	TESCO 10.01.17
Spool Insulators	27.70	21.30	-	-	29.35	-	32.00
Pin Insulators	183.85	173.00	185.70	196.00	-	191.80	202.00

The tender rate of MEPCO for Spool Insulator is on lower side as compared with FESCO/TESCO whereas rate for Pin Insulator is on lower side as compared with the latest purchase rate of QESCO & also on lower side from SEPCO, PESCO & TESCO. The said material is required by P.D (Const) for completion of Village Electrification under SDGs Program and they informed that funds are available for these projects vide their letter No. 14221-23 dated 11.01.2017. Total cost is worked out as under:

Sr.#	Description	Qty (No.)	Rate/Unit (Rs.)	Total
1	Spool Insulators	234000	27.70	6481800
2	Pin Insulators	148500	183.85	27301725
Total: -				33783525

The total cost for the procurement of 234000 No. Spool & 148500 No. Pin Insulators would be amounting to Rs. 33.783 million (excluding 17% GST) from M/s Emco Industries. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for the procurement of 234000 No. Spool & 148500 No. Pin Insulators amounting to Rs.33.783 Million (excluding GST) as proposed.

Decision.

Considering the recommendations of Tender Evaluation Committee, request of Chief Engineer (Dev) PMU and recommendations of the Procurement Committee, it is understood that all the procurement process adopted by the management conformed to PPRA Rules, Departmental SOPs, Rules, therefore; the Board accorded its approval for procurement of 234000 No. Spool & 148500 No. Pin Insulators amounting to Rs. 33.783 million (excluding 17% GST) from M/s Emco Industries against Tender No. 141 as proposed.

ix. Approval for procurement of 150 M. Ton Stay Wire 10mm (T/No. 186 opened on 18.05.2017).

The Agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was apprised that Tender was floated to purchase the quantity of 150 M Ton Stay Wire 10mm with the approval of CEO MEPCO and opened on 18.05.2017. Only One (01) firm purchased the tender documents & participated in the tender opening process and quoted their rates on FCS basis without GST along with offered quantities, detail as below:

Sr. No.	Name of Firm	Stay Wire 10mm (Qty: 150 M.Ton)	
		T/Rate (Rs.)	Off: Qty
1	M/s Mutahir Metal Works	117943.00	150

The only participant firm i.e M/s Nizami Wire Industries quoted the rate of Rs. 117943/- per M.Ton for the full tendered quantity i.e 150 M.Ton. However, M/s Mutahir Metal revised this tender rate as Rs. 112400/- per M.Ton voluntarily vide their letter No. MMW/17/4322 dated 23.05.2017. Comparisons of revised tender rate of MEPCO with the purchase rate of MEPCO & other DISCOs are as under:

Name of DISCOs Description	Revised Tender Rate	PESCO 30.01.17	MEPCO 25.10.16	SEPCO 02.02.17
Stay Wire 10mm	112400.00	113400.00	99500.00	110500.00

The above tender rate is on higher side as compared to previous tender rate of MEPCO & SEPCO whereas on lower side with the latest purchase rate of PESCO. Total cost is worked out as under:

Sr.#	Description	Qty (M.T)	Rate/Unit (Rs.)	Total	Name of firm
1	Stay Wire 10mm	150	112400.00	16860000	M/s Mutahir Metal Works

The total cost for the procurement of 150 M.Ton Stay Wire 10mm @ Rs. 112400/- per M.Ton would be amounting to Rs. 16.860 million (excluding 17% GST) from M/s Mutahir Metal Works Lahore. CEO also accorded approval for putting up agenda item in BOD. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for procurement of 150 M Ton Stay Wire 10mm @ Rs. 112400/- per M Ton amounting to Rs. 16.860 million (excluding 17% GST) from M/s Mutahir Metal Works against Tender No. 186 as proposed.

Decision

Considering the recommendations of Tender Evaluation Committee, request of Chief Engineer (Dev) PMU and recommendations of the Procurement Committee, it is understood that all the procurement process adopted by the management conformed to PPRA Rules, Departmental SOPs, Rules, therefore; the Board accorded its approval for procurement of 150 M. Ton Stay Wire 10mm @ Rs. 112400/- per M. Ton amounting to Rs. 16.860 million (excluding 17% GST) from M/s Mutahir Metal Works against tender No. 186 as proposed.

x. Approval for procurement of 675 No. H.T Spun Hollow Poles 36' long through 15% Repeat / Variation Order (T/No. 178/23.08.2016, Lot-I).

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was apprised

that following purchase order was placed for the supply of 4500 No. H.T Spun Hollow Poles 36' long with the approval of BOD in its 118th meeting held on 08.11.2016, detail as below:

Sr. No.	Name of Firm	P.O. No. & Date	Rate per unit On EXW (Rs.)	Ordered Qty (No.)
1	M/s Gunj Bukhsh Builders	0604674/13.12.16	12996	4500

As per purchase orders Clause B-Special Conditions-iii, MEPCO reserves the right to increase / decrease 15% of the quantity within delivery period or within six months from the issuance of purchase order whichever is later. Keeping in view the urgent requirement of field formations the approval for procurement of H.T Spun Hollow Poles 36' long through 15% repeat / variation order from the above mentioned was requested as the tendering process if adopted may require more time for finalizing the formalities in its natural way & also exorbitant rates may emerge due to inflation and upward trend in all the commodities and raw material. Total cost for the procurement of HT Spun Hollow Poles is worked out as under:

Description	Ordered Qty (No.)	Purchase Rate on EXW (Rs.)	15% Addl: Qty (No.)	Cost of Org: P.O (Million)	Additional Cost	Total Cost Org+Addl:
H.T Spun Hollow Poles 36'	4500	12996.00	675	58.482	8.772	67.254

The total cost for the procurement of 675 No. H.T Spun Hollow Poles 36' long @ Rs. 12996/- each would be amounting to Rs. 8.772 million (excluding 17% GST) from M/s Gunj Bukhsh. CEO also accorded approval for putting up agenda item in BOD. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for procurement of 675 No. H.T Spun Hollow Poles 36' long through 15% repeat / variation Order @ Rs. 12996/- each amounting to Rs. 8.772 million (excluding 17% GST) & total cost of P.O amounting to Rs. 67.254 million (excluding 17% GST) from M/s Gunj Bukhsh against tender No. 178 (Lot-I) as proposed.

Decision

Considering the recommendations of the Tender Evaluation Committee, request of the Chief Engineer (Dev) PMU and recommendations of the Procurement Committee, it is understood that all the procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board accorded its approval for procurement of 675 No. H.T Spun Hollow Poles 36' long through 15% repeat / variation Order @ Rs. 12996/- each, amounting to Rs. 8.772 million (excluding 17% GST) & total cost of P.O comes to Rs. 67.254 million (excluding 17% GST) from M/s Gunj Bukhsh against Tender No. 178 (Lot-I) as proposed.

xi. Approval for procurement of 2700 No. L.T Spun Hollow Poles 31' long through 15% Repeat / Variation Order (T/No. 179/23.08.2016, Lot-I to IV).

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06. 2017. The Committee was informed that following purchase orders were placed upon the firms for the supply of 18000 No. L.T Spun Hollow Poles 31' long with the approval of BOD in its 118th meeting held on 08.11.2016, detail as below:

Sr. No.	Name of Firm	P.O. No. & Date	Rate per unit On EXW (Rs.)	Ordered Qty (No.)
1	M/s Rajput Builders & Contractors	0604709/25.01.17	9450	4500
2	M/s Amin Brothers Engg:	0604670/09.12.16	9450	4500
3	M/s Mian Brothers	0604673/13.12.16	9450	4500
4	M/s Polecrete Spun Ltd.	0604669/07.12.16	9450	4500
Total: -				18000

As per purchase orders Clause B-Special Conditions-iii, MEPCO reserves the right to increase / decrease 15% of the quantity within delivery period or within six months from the issuance of purchase order whichever is later. Keeping in view the urgent requirement of field formations the approval for procurement of L.T Spun Hollow Poles 31' long through 15% additional / variation order from the above mentioned firms may kindly be accorded as the tendering process if adopted may require more time for finalizing the formalities in its natural way & also exorbitant rates may emerge due to inflation and

upward trend in all the commodities and raw material. Total cost for the procurement of LT Spun Hollow Poles is worked out as under:-

Description	Ordered Qty (No.)	Purchase Rate on EXW (Rs.)	15% Addl: Qty (No.)	Cost of Org: P.Os (Million)	Additional Cost	Total Cost Org+Addl:
L.T Spun Hollow Poles 31'	18000	9450.00	2700	170.100	25.515	195.615

The total cost for the procurement of 2700 No. L.T Spun Hollow Poles 31' long @ Rs. 9450/- each would be amounting to Rs. 25.515 million (excluding 17% GST) from aforementioned firms. CEO also accorded approval for putting up agenda item in BOD. The Procurement Committee was requested to recommend the case to the Board for its approval. The Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for procurement of 2700 No. L.T Spun Hollow Poles 31' long @ Rs. 9450/- each amounting to Rs. 25.515 million (excluding 17% GST) & total cost of P.Os amounting to Rs. 195.615 million (excluding 17% GST) from M/s Rajput Builders, M/s Amin Brothers, M/s Main Brothers & M/s Polecrete Spun against tender No. 179 (Lot-I to IV) as proposed.

Decision

Considering the recommendations of the Tender Evaluation Committee, request of the Chief Engineer (Dev) PMU and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board accorded its approval for procurement of 2700 No. L.T Spun Hollow Poles 31' long @ Rs. 9450/- each amounting to Rs. 25.515 million (excluding 17% GST) & total cost of P.Os amounting to Rs. 195.615 million (excluding 17% GST) from M/s Rajput Builders, M/s Amin Brothers, M/s Main Brothers & M/s Polecrete Spun against tender No. 179 (Lot-I to IV) as proposed.

xii. Approval for purchase of land for proposed 132-kv Unmanned Grid Station Khichiwala.

The agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was informed that Deputy Manager (PMC) MEPCO H/Q Multan vide U.O No. NIL dated: 21.03.2017 has submitted the report of price assessment committee along-with enclosure for purchase of land of proposed 132-KV Grid Station Khichiwala and requested for transfer of an amount of Rs. 5,076,000/- for purchase of land. The siting and layout board has already approved the site and Chief Engineer (O&M) T&G MEPCO Multan conveyed vide letter No. 522-31 dated: 03.03.2017. The price assessment committee during meeting held on 08.03.2017 has negotiated regarding price of the land with the owner of the land Mr. Sarfraz Ahmed S/O Khadim Hussian Jutt Chak # 185/7-R Khata # 97/86 Square # 77 Killa/Khasra # 11, 12 & 13) and finalized the cost of land @ Rs. 2,350,000/- per acre whereas schedule rate approved by District Collector Bahawal Nagar for Tehsil Fort Abbas of proposed square and Khasra number for the year 2016-17 is Rs. 854,700/- to Rs. 1,210,000/- . The price assessment committee has recommended the case for purchase of 02 acre land @ Rs. 2,350,000/- per acre for approval from BOD MEPCO. Therefore Deputy Manager (PMC) MEPCO has demanded the amount for purchase of land of Rs. 5,076,000/- (Rs. 4,700,000/- cost of land + Rs. 376,000/- cost of registry charges and taxes). The matter was referred to Worthy Chief Executive Officer MEPCO Multan for presenting the case to BOD MEPCO for purchase of land of captioned Grid Station for amounting to Rs. 5,076,000/-. In this regard, Worthy Chief Executive Officer MEPCO Multan directed to instruct the purchase committee to reduce the price of land. Price Assessment Committee called the land owner for negotiation to reduce the land price for proposed Khichiwala Grid Station but he refused to reduce the rate of land. A charitable institute (Vital Group Haroonabad) submitted a Cheque No. 00000037 dated: 31.05.2017 of HBL Haroonabad amounting to Rs. 2,400,000/- for purchase of land of proposed Khichiwala Grid Station as a donation in the interest of public. Price Assessment Committee has requested that remaining amount Rs. 2,676,000/- (Cost of land Rs. 2,300,000/- + 376,000/- as cost of registration & taxes) may kindly be got allocated so that land for proposed Grid Station Khichiwala may be purchase in the best interest of MEPCO. CEO also accorded approval for putting up agenda item in BOD. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for purchase of land amounting to Rs. 5,076,000/- for proposed 132-KV unmanned Grid Station Khichiwala.

MEPCO will pay Rs. 2,676,000/- and the remaining amount of Rs. 2,400,000/- is donate by a charitable institute (Vital Group Haroonabad).

Decision.

Considering the recommendations of the Price assessment Committee, request of the Chief Engineer (Dev) PMU and recommendations of the Procurement Committee, it is understood that all procurement process adopted by the Management conformed to PPRA Rules/departmental SOPs, rules therefore; the Board accorded its approval for purchase of land amounting to Rs. 5,076,000/- for proposed 132-KV unmanned Grid Station Khichiwala. MEPCO will pay only Rs. 2,676,000/- as the remaining amount of Rs. 2,400,000/- is donated by a charitable institute (Vital Group Haroonabad) subject to fulfilling of all legal formalities.

xiii. Approval for the proposal for Bifurcation / Rehabilitation of 11KV Palace feeder emanating from 132 KV Grid Station R.Y. Khan-I under Account Head "Distribution Rehabilitation (ELR)".

The agenda was presented by the Chief Engineer (P&E). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was apprised that S.E (Op) MEPCO Circle R.Y.Khan submitted the said proposal for according its approval vide memo # 8799-8800 dated 02.09.2016. A new Proposed feeder will come into existence due to bifurcation of existing feeder which is to be emanated from 132 KV Grid Station R.Y. Khan-I. PD (Const) MEPCO Multan conducted detailed site survey and submitted scope of work & cost estimate for mounting to Rs. 26.084 Million vide his memo No.55219-20 dated 15.05.2017. The overall B.C Ratio works out 2.53. The proposal is viable under A/C Head "Distribution Rehabilitation (ELR)".The brief description of Scope of Work is as under:-

- i. 01-No. Outgoing 11 KV Panel.
- ii. 0.100 KM HT Power Cable 500 MCM
- iii. 13.226 KM New 11KV line "Osprey"
- iv. 1.920 KM New 11KV line "Rab"
- v. 0.305 KM Reconductoring "Gfr" to "Osp"
- vi. 0.795 KM Reconductoring "Rab" to "Dog"
- vii. 1.530 KM Reconductoring "Gfr" to "Rab"
- viii. 04 No. 450KVAR HT Fixed Capacitor Bank Sets.

The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its administrative approval of the said proposal for bifurcation/rehabilitation of 11 KV Palace feeder and creation of new proposed feeder to be emanated from 132 KV Grid Station R.Y.Khan-I under Account head "ELR" involving Rs. 26.084 Million.

Decision

Considering the request of Chief Engineer (P&E) & recommendations of Procurement Committee, it is understood that all process adopted by the Management conformed to departmental SOP and Rules, therefore; the Board accorded its administrative approval of the said proposal for bifurcation/rehabilitation of 11 KV Palace feeder and creation of new proposed feeder to be emanated from 132 KV Grid Station R.Y.Khan-I under Account head "ELR" involving Rs. 26.084 Million.

xiv. Approval for design of underground electrification of "Air Force Officer" Housing Scheme situated at Askari Bye Pass Road, Multan.

The agenda was presented by the Chief Engineer (P&E). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06. 2017. The Committee was informed that the said project has been planned under the Management of Pakistan Air Force (PAF) as the Group Captain Director of Housing Air Headquarter, Islamabad vide his No.AHQ/74305/6/1/AFOHS (PC-01/16) dated 22-11-2016, intimated that Air Force Officer Housing Scheme is a welfare project for the employees of Pakistan Air Force (PAF). M/S IN-Consult prepared and submitted the design for underground electrification of "AIR FORCE" Housing Scheme. Total ultimate demand of the scheme worked out 907.69KW or 1067.87KVA equivalent to 56 Amps. Electrification of the scheme is proposed through 01 No. new proposed 11KV independent feeder to be emanated from 132KV Grid Station Jail

Road Multan. The total project cost worked out Rs. 29.756 Million (Underground Electrification Cost Rs. 20.354 Million, Cost of 11KV independent Feeder Rs. 6.863 Million , Grid Sharing Cost Rs. 2.426 Million & Design Vetting Charges Rs. 0.409 Million). The underground electrification will be carried by the sponsor of said housing scheme privately from approved contractor of WAPDA/MEPCO at his own cost/level. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its administrative approval for underground electrification of said housing scheme for amounting Rs. 29.756Million.

Decision.

Considering the request of Chief Engineer (P&E) & recommendations of Procurement Committee, the Board accorded its administrative approval for underground electrification of said housing scheme for amounting to Rs. 29.756 Million.

xv. Approval for design of underground electrification of "Pwwb Housing Complex" Housing Scheme situated at Industrial Estate Multan.

The agenda was presented by the Chief Engineer (P&E). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06. 2017. The Committee was informed that the said project has been approved Chairman Punjab Workers Welfare Board/Secretary Labour & HR Department (PWWB). The project has been developed by Punjab Worker Welfare Board Lahore, for the poor industrial workers of the area and it is a Project of Govt. of Punjab. As per layout submitted by the Consultant said project comprising upon 40-Acre Area. As per layout available with the design book of said project, comprising upon 40-Acer area as well a 02 parts/portions Area (A) & Area (B), However the consultant has proposed electrification of Area (A) only which is physically existing at site in shape of multistory Flats. The ultimate load demand of residential & commercial area is worked out as per policy prescribed for Big Cities in the Criteria circulated by G.M (PE&S) WAPDA Lahore vide No.2163-81 dated 26-10-1993. The consultant has assessed the load of each Flat without incorporating the Air Conditioner load and the said residential area comprising upon 992- Nos. Multistory Flats. It was intimated vide P&E letter # 40252 dated 24-04-2017, that assessment of load is not according to policy in vogue and as well as you have proposed external electrification design only for developed portion instead of complete project (as per available drawing) whereas partial electrification is not allowed. The Director Works Punjab Workers Welfare Board Lahore vide letter # PWB/DW/2070 dated 08-05-2017, also intimated the following:-

- a. Master plan for external electrification of the Worker Welfare Complex project amended / clearly showing the portion of external electrification of phase-I of the complete project.
- b. Apart from this, it is also confirmed that the flats are being constructed at the project are exclusively meant for the poor industrial workers of the area whose monthly income may range between Rs. 14,000/- to Rs. 18,000/-. Hence they would not be in a position to install Air Conditioner at their flats.

The SE (GSO) Multan vide letter # 5484-86 dated 19-05-2017, intimated that as per report of Adl SE (SS&T) MEPCO Multan, according to loading position of power transformers installed at 132KV Grid Station Industrial Estate Multan new connection at said grid station may not be sanctioned to avoid any complication at belated stage. As per present loading position of Power Transformers, the proposed load of housing scheme 115 Amp cannot be accommodated. However, it will take several years to develop full load of the housing colony. In the light of policy criteria circulated by G.M(PE&S) WAPDA Lahore vide No.6891-97/GM(PE&S)CE(DP) Dated 06-10-98, relevant head "power source" point (b) page #5 which is reproduced here "when the existing loading conditions of the nearest grid station from which the supply of power is proposed does not permit ultimate load demand to be fed, then since the immediate load requirement is very small, so it would be allowed and the ultimate demand may be left towards augmented/additional proposed capacity situation. In due course of time, all efforts shall be made to augment/extend the transformation capacity by WAPDA". M/S IN-Consult prepared and submitted the design for external electrification of "PWWB" Housing Scheme. Total ultimate demand of the scheme worked out 1853.86KW or 2181.01KVA equivalent to 115Amps. Electrification of the scheme is proposed through 01 No. new proposed 11KV independent feeder to be emanated from 132KV Grid Station Industrial Estate Multan. The total project cost worked out Rs. 37.422 Million (External

Electrification Cost Rs. 20.319 Million, Cost of 11KV independent Feeder Rs. 11.600 Million , Grid Sharing Cost Rs. 4.953 Million & Design Vetting Charges Rs. 0.487 Million). The Project Director (Const) has prepared the estimate for construction of said new proposed feeder. The Committee was requested to recommend the case to the Board for its administrative approval for:-

- i. Electrification Cost Rs. 37.422 Millions.
- ii. Procurement of 02x400KVA transformer by MEPCO as requested by sponsor and cost of same has already been incorporated in electrification cost.

The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its administrative approval only of such work as per regarding total Project cost worked out amounting to Rs. 37.422 Million.

Decision

Considering the request of Chief Engineer (P&E) & recommendations of Procurement Committee, the Board accorded its administrative approval regarding total Project cost worked out amounting to Rs. 37.422 Million.

xvi. Approval for design of external electrification of "Area Development Scheme" Housing Scheme situated at Lodhran.

The agenda was presented by the Chief Engineer (P&E). The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06. 2017. The Committee was informed that the said project has been approved by Director General Punjab Housing & Town Planning Agency (PHATA) issued by Assistant Director (TP) vide #DG-PHATA/TPS/SH-44/115 dated 24-05-2016. M/S Anwar Consultants prepared and submitted the design for external electrification of "Area Development Scheme" Housing Scheme. Total ultimate demand of the scheme worked out 2027.80 KW or 2385.64 KVA equivalents to 125.22 Amps. Electrification of the scheme is proposed through 01 No. new proposed 11KV independent feeder to be emanated from 132KV Grid Station Lodhran. The Project Director (Const) has prepared the estimate for construction of said new proposed feeder. The total project cost has been worked out Rs. 59.238 Million (External Electrification Cost Rs. 19.825 Million, Cost of 11KV independent Feeder Rs. 33.993 Million , Grid Sharing Cost Rs. 5.418 Million & Design Vetting Charges Rs. 0.807 Million). The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its administrative approval for external electrification of said housing scheme amounting to Rs. 59.238 Million.

Decision.

Considering the request of Chief Engineer (P&E) & recommendations of Procurement Committee, the Board accorded its administrative approval for external electrification of said housing scheme amounting to Rs. 59.238Million.

xvii. Approval for procurement, Supply, Installation and Commissioning of Advance RF Based Single Phase Static Meters Against Tender No 160 dated 17.04.2017 Tender Qty 135,000 Nos.

The Agenda was presented by the Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was informed that tender inquiry regarding procurement, supply, installation and commissioning of RF based Single Phase Static Meters for installation under MEPCO City Division was floated in widely circulated newspapers after obtaining approval from Competent Authority. The Technical Bid of subjected tender was opened on scheduled date and time i.e 17.04.2017 at 11.00 HRs. Nine Firms (09) purchased the tender documents whereas Two (02) firms participated in the tender opening process and submitted their Technical & Financial Bid in sealed envelope.

Name of Firm	Technical Bid	Sample & Soft Copy	Financial Bid
M/S Micro Tech Industries	Not Participated	-	-
M/S Accurate	Not Participated	-	-
M/S Vertex	Not Participated	-	-
M/S KBK Electronics	Participated	Sample & CD Provided	Receive in Sealed Envelope
M/S Creative Electronics	Participated		
M/S Transfo Power	Not Participated	-	-
M/S Intelligent Metering System	Not Participated	-	-
M/S Pak Electron	Not Participated	-	-
M/S Escort (Pvt) Ltd	Not Participated	-	-

Being a new project for MEPCO a Technical Committee consist upon following Senior Officers was constituted with the approval of CEO MEPCO for technical study and recommendations.

- | | |
|----------------------------------|-----------|
| 1. Chief Engineer / CS Director | Convener |
| 2. Regional Manager (T.S) M&T-1 | Member |
| 3. Regional Manager (T.S) M&T-II | Member |
| 4. Incharge AMI Cell | Member |
| 5. Manager (Proc) Distbb. | Secretary |

As per recommendations of Technical Committee both the firms have technically qualified.

Name of Firm	Technical Bid	Marks Obtained out of (70)
M/S KBK Electronics	Qualified	64.7
M/S Creative Electronics	Qualified	64.7

After receiving the recommendations from above Committee, this office vide letter no 13289-96 dated 26.05.2017 has called M/S KBK & M/S Creative Electronics for participation in opening of financial bid in the presence of bidders. The Financial Bid of subjected tender was opened on scheduled date and time i.e. 30.05.2017 at 11.00 HRs by the tender Opening Committee. The result of Financial Bid is as under (Rate per unit w/o Taxes)

	M/S Creative Electronics	M/S KBK Electronics
Supply of Static RF Single Phase Meters with RF Modem Tender Qty 135000 Nos	Rs.1970/- (full qty)	Rs.2490/- (68000 Nos)
Hand Held Unit with Interpretable Soft Ware, Tender Qty 44 Nos	Rs.53000/- (full qty)	Rs. 131,175/- (22 Nos)
Supply, Installation, Configuration and Commissioning of MDC hardware, software and end user reporting interface. with License software	Rs.16,100,000/-	Rs.23,431,240/-
O&M Services during warranty period	Rs.17,000,000/-	-

M/S Creative Electronics emerged as lowest in the Financial Bid. Technical Committee has also suggested that before issuance of LOI, a suitable SLA (Service Level Agreement) which must include post warranty assurance as mentioned in the tender document & minutes of Pre Bid Meeting needs to be prepared and got signed by the successful bidder. Tender Technical/Commercial Evaluation Committee has vetted the case for procurement, supply, and installation of RF Based Single Phase Meters. CEO MEPCO has also accorded approval for putting up Agenda Item in BOD Meeting. The Cost of whole project would be amounting to Rs.301.382 Million excluding GST for procurement, supply and installation of 135000 Nos RF Based Single Phase Meters and 44 Nos Hand Held Unit with interpretable Soft Ware along with supply, installation, configuration and commissioning of MDC hardware, software and end user reporting interface with License software. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. However, the Committee desired that installation of these meters should be under MEPCO Sahiwal-II Division. The Board was requested to accord its approval for procurement, Supply, and Installation of 135000 Nos RF Based Single Phase Meters and 44 Nos Hand Held Unit with Interpretable Soft Ware, along with supply, installation, configuration and Commissioning of MDC hardware, software and end user reporting interface with License software under MEPCO Sahiwal Division. The tentative cost of whole project would be amounting to Rs. 301.382 Million Excluding GST from the tender lowest firm M/S Creative Electronics.

Decision

Considering the recommendations of Tender Evaluation Committee, request of Chief Engineer (Dev) PMU & recommendations of Procurement Committee, it is understood that all the procurement process adopted by the management conformed to PPRA Rules/departmental SOPs rules, therefore; the Board accorded its approval for procurement, supply, and installation of 135000 Nos RF Based Single Phase Meters and 44 Nos Hand Held Unit with Interpretable Soft Ware, along with supply, installation, configuration and commissioning of MDC hardware, software and end user reporting interface with

License software under MEPCO Sahiwal-II Division. The tentative cost of whole project would be amounting to Rs. 301.382/-Million Excluding GST from the tender lowest firm M/S Creative Electronics.

xviii. Approval for extension in delivery schedule upto 45 days for the procurement of 250 No. 100 kVA Distribution Transformers against purchase order No. 0604617 dated 17.11.2016.

The agenda was presented by Chief Engineer (Dev) PMU. The Board was apprised that the case was presented to the Procurement Committee in its meeting held on 12.06.2017. The Committee was informed that a purchase order bearing No. 0604617 dated 17.11.2017 for the supply of 250 No. 100 kVA Distribution Transformers was placed M/s Transfo Power Industries Pvt. Ltd. Lahore with the following delivery schedule:

“100% Quantity shall be supplied within 60 days or earlier from the date of purchase order or date of approval of prototype (if applicable)”.

In this regard, M/s Transfo Power offered for prototype approval to C.E (D&S) within 20 days i.e 01.12.2016 & the office of C.E (D&S) accorded prototype approval on 26.01.2017. M/s Transfo Power given the stage / raw material inspection call to C.E (M.I) on 07.02.2017. The C.E (M.I) sent the samples to RTL Faisalabad for testing & the same received back on 06.03.2017 with the reply that chemical composition test could not be performed as spectrometer is out of order & samples were sent to PCSIR Lab Lahor. After obtaining all the test results, the C.E (M.I) NTDC Lahore given go head call on 22.03.17. M/s Transfo Power gave the stage inspection call on 22.03.2017 & final inspection call given on 30.03.2017. I.C issued by the office of C.E (M.I) for 250 No. 100 kVA Transformers on 18.04.2017. Material supplied to Regional Store Multan on 24.04.2017. Keeping in view of above, M/s Transfo Power has requested to extend the delivery schedule upto 45 days as the delay is not on their part please. CEO also accorded approval for putting up agenda item in BOD. The Procurement Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval for the extension in delivery schedule upto 45 days against purchase order No. 0604617 as proposed. The Board was requested to consider the matter.

Decision

Considering the request of Chief Engineer (Dev) PMU & recommendations of Procurement Committee, it is understood that all the process adopted by the Management conformed to PPR Rules/departmental SOPs rules, therefore, the Board accorded its approval for the extension in delivery schedule upto 45 days against purchase order No. 0604617 as proposed.

AGENDA ITEM NO.10

To consider and accord approval for the following matter relating to Audit Committee.

i. Approval for un-audited 2nd Quarter Accounts for FY 2016-17.

The agenda was presented by Finance Director. The Board was apprised that the case was presented to the Audit Committee in its meeting held on 29.05.2017. The Committee was apprised that Under Rule-10 of Code of Corporate Governance Rules-2013, every public sector company is required to present its quarterly Accounts before BOD. The Finance Director gave a detailed presentation on un audited 2nd Quarter Accounts. The Committee was informed that MEPCO has recorded a net loss of Rs.5.145 (billion) till end of second quarter of the FY 2016-17 with following salient features: -

		Rs. in billion
i	Sale:	72.04
ii.	Cost of Electricity	69.73
iii.	Gross Profit:	2.31
iv.	Operating Exp:	
	-Salaries & Others	5.39
	-Post retirement	2.35
	-Depreciation	1.87
	-Interest	<u>0.39</u>
		(10.00)
v.	Operating Loss:	(7.69)
vi	Other Income:	2.55
vii.	Net Loss:	(5.14)

h

The Audit Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for quarterly Accounts (un-audited) in terms of Public Sector Companies (Corporate Governance) Rules, 2013. After detailed discussion, the Board decided as follows.

Decision

Considering the recommendations Audit Committee & request of Finance Director, the Board accorded its approval of Company's unaudited Accounts for the 2nd Quarter of FY 2016-17.

ii. Approval of un-audited 3rd Quarter Accounts for FY 2016-17.

The agenda was presented by Finance Director. The Board was apprised that the case was presented to the Audit Committee in its meeting held on 29.05.2017. The Committee was apprised that Under Rule-10 of Code of Corporate Governance Rules-2013, every public sector company is required to present its Quarterly Accounts before BOD. The Finance Director gave a detailed presentation on un audited 3rd Quarter Accounts. The Committee was informed MEPCO has recorded a net loss of Rs. (15.97) billion till end of 3rd quarter of the FY 2016-17 with following salient features.

		Rs. in billion
i.	Sale:	96.64
ii.	Cost of Electricity	101.14
iii.	Gross Loss:	(4.50)
iv.	Operating Exp:	
	-Salaries & Others 7.98	
	-Post retirement 3.52	
	-Depreciation 2.80	
	-Interest 0.64	(14.94)
v.	Operating Loss:	(19.44)
vi.	Other Income:	3.47
vii.	Net Loss:	(15.97)

The Audit Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. However, the Committee instructed the Finance Director to make necessary efforts for settlement of all pending issues with NEPRA or Ministry, so that the accounts can reflect true picture of Balance Sheet. The Board was requested to accord its approval for quarterly Accounts (un-audited) in terms of Public Sector Companies (Corporate Governance) Rules, 2013.

Decision

With above mentioned instructions of the Audit Committee, the Board accorded its approval of Company's unaudited Accounts for the 3rd Quarter of FY 2016- 17.

iii. Approval to write off an amount of Rs. 119232/- of 02 No. FIRs in Draft Para No. 21/2009 based on AP No. 02(2477) on account of SE (OP) MEPCO Circle R.Y. Khan for the period 2007 – 2008.

The agenda was presented by Chief Engineer/CSD. The Board was apprised that the case was presented to the Audit Committee in its meeting held on 29.05.2017. The Committee was informed that the Committee was apprised that subjected Draft Para, the Audit pointed out loss of Rs. 368100/- due to theft of electrical material in R.Y.Khan, Sadiqabad, Khanpur & Liaquatpur Operation Divisions under MEPCO Circle R.Y.Khan. 07 FIRs were registered with Police against unknown thieves out of which amount of Rs. 97516/- of 03 No. FIRs (413/06, 635/06 & 323/09) closed by Police which has been verified by the D.G. Audit Lahore. For the remaining amount of Rs. 119232/- of 02 Nos. FIRs (23/09 & 345/08) were under trial in the various courts. As recommendations of enquiry committee constituted by the Manager (IA) MEPCO Multan vide office order no 32/4208-13/M(IA)/MEPCO/AM(Audit) dated 09.07.2009, the cases have been pursued and finally the culprits had since been proclaimed by the Court of law. The recovery of WAPDA Material has not been made by the Police from the accused persons/ thieves. The Audit Committee was requested to recommend the case to the Board for its approval to consider the matter. The Board was apprised that the Committee recommended the case to the Board's approval. The Board was requested to accord its approval for write off the remaining amount of Rs. 119232/-.

h

Decision

Considering the recommendations of Enquiry Committee, request of Chief Engineer/CSD & recommendations of Audit Committee, it is under stood that the process adopted by Management conformed to all Departmental SOPs, Rules, therefore; the Board accorded its approval for write off an amount of Rs. 119232/- value of different material items lost/ theft and are irrecoverable as the accused persons had since been proclaimed by the Court of Law.

AGENDA ITEM NO.11

To consider and accord approval for the following matter relating to Safety Committee.

i. Approval for Safety Committee's recommendations.

The agenda was presented by Chief Engineer (O&M) Distribution. The Board was informed that Safety Committee meeting of MEPCO Board of Directors was held on 13.06.2017. A detailed presentation was given to the committee regarding overall working progress and achievements of Safety Directorate MEPCO. Furthermore, the Committee was apprised about the major reasons of the accidents and measures being taken by MEPCO to avoid accidents, the condition of safety equipment line (T&P) being provided to the line staff, mechanism to assess the quality of line (T&P) and trainings being provided to the line staff. After detailed discussion and deliberation, the Committee gave to recommendations as follows.

1. All officers of BPS-17 and above are authorized to report any violation of Safety Code and Procedures at any location of the Company to the Chief Engineer (O&M) Distribution or Safety Directorate who will take further necessary action under rules.
2. A deduction of 5 % for each fatal/ non fatal accident will be made from the Bonus of all employees working in respective sub division where accident took place.
3. Annually certificate and Best Safety Award should be awarded to the Sub divisions which have maximum total man hours without accidents.

The Safety Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for the above mentioned recommendations.

Decision

Considering the recommendation of Safety Committee and request of Chief Engineer (O&M) Distribution, the Board accorded its following approval:-

1. All officers of BPS-17 and above are authorized to report any violation of Safety Code and Procedures at any location of the Company to the Chief Engineer (O&M) Distribution or Safety Directorate who will take further necessary action under rules.
2. A deduction of 5 % for each fatal/ non fatal accident will be made from the Bonus of all employees working in respective sub division where accident took place.
3. Annually certificate and Best Safety Award should be awarded to the Sub divisions which have maximum total man hours without accidents.

AGENDA ITEM N O.12

To consider and accord approval for the following matter relating to ERP Committee.

i. Approval for extension in engagement of MEPCO ERP Staff.

The agenda was presented by Finance Director. The Board was informed that ERP Committee meeting of MEPCO Board of Directors was held on 18.06.2017. The Committee was apprised that the following staff required for ERP at MEPCO is recommended for a fresh hiring for a period of 89 days w.e.f. 4th July, 2017:

A- DEOs

Sr. No.	Name	Module	Monthly Rate
1	Mr. Muahammad Waseem Anwar	FICO	20,000/-
2	Mr. Muhammad Nasir Gulzar	-do-	20,000/-
3	Mr. Muhammad Qaisar Shoib	-do-	20,000/-
4	Ms. Sehar Sala-ud-Din	-do-	20,000/-
5	Mr. Shehryar Malik	-do-	20,000/-
6	Mr. Haroon Akram	HCM	20,000/-
7	Mr. Raheel Javaid Malik	-do-	20,000/-

8	Mr. Muhammad Zeshan	-do-	20,000/-
9	Syeda Mehreen Bukhari	-do-	20,000/-
10	Mr. Muhammad Hareem Jillani	MM	20,000/-
11	Mr. Sameer Abbas	-do-	20,000/-
12	Mr. Usman Ismail	-do-	20,000/-
13	Mr. Ijaz Ahmad	-do-	20,000/-
14	Ms. Sadia Shahid	-do-	20,000/-
15	Ms. Saba Ahmad	-do-	20,000/-
16	Ms. Summera Gulshan	-do-	20,000/-

B- Skilled Staff

Sr. No.	Name	Module/Dept.	Monthly Rate
1	Mr. Ali Hassan	Technical (IT)	63,000/-
2	Mr. Mir Jillani	Technical (IT)	63,000/-
3	Mr. Zubair Ahmad	Technical (IT)	63,000/-
4	Malik Arslan	Technical (IT)	63,000/-
5	Mr. Khadim Hussain	Functional (FICO)	63,000/-
6	Mr. Muneer Hussain	Functional (MM)	63,000/-
7	Mr. Muhammad Imran	Functional (MCM)	63,000/-

The ERP Committee was requested to recommend the case to the Board for its approval. The Board was apprised that the Committee recommended the case to the Board for its approval. The Board was requested to accord its approval for a fresh hiring of above mentioned staff for MEPCO ERP for a period of 89 days w.e.f. 4th July, 2017.

Decision

Considering the recommendations of ERP Committee & request of Finance Director, the Board accorded its approval for a fresh hiring of above mentioned staff for MEPCO ERP for a period of 89 days w.e.f. 4th July, 2017.

ii. Approval for publishing the advertisement in news papers for recruitment of staff for ERP.

The agenda was presented by Finance Director. The Board was informed that ERP Committee meeting of MEPCO Board of Directors was held on 18.06.2017. The Committee was apprised that MEPCO is in the process of Roll out of ERP. During May, 2017 one Operation Circle: Multan has been rolled out and the remaining 08 shall be completed during calendar year 2017. MEPCO BoD in its 121st meeting held on 14-01-2017 has already accorded approval for transfer and re-designation of the 11 No. vacant posts to make the same available for ERP functioning. Out of those following 09 are proposed to be filled in through a competitive process. BoD may kindly accord approval for publishing the advertising in English and Urdu national daily newspapers of large circulation:

S. No.	Name of Post	BPS	No. of post
1	Assistant Manager (SAP) HCM	17	1
2	Assistant Manager (SAP) FICO	17	1
3	Assistant Manager (SAP) MM	17	1
4	Assistant Manager (Microsoft Administrator)	17	1
5	Assistant Manager (VM Ware Administrator)	17	1
6	Assistant Manager (Linux Administrator)	17	1
7	Assistant Manager (Network Administrator)	17	1
8	IT Technician (System)	15	1
9	IT Technician (Net works)	15	1

The ERP Committee was requested to recommend the case to the Board for its approval to consider the matter. The Board was apprised that the Committee recommended the case to the Board's approval. The Board was requested to accord its approval for publishing the advertisement in national Urdu and English daily Newspapers for recruitment of ERP staff. During the course of discussion, it was appraised to the Board that the ERP Committee has also recommended to include Mr. Javed Sarwer, Basis Administrator as member of ERP Committee.

Decision

Considering the request of Finance Director & recommendations of the ERP Committee, the Board recommended the case to the Board for its approval for publishing the advertisement in national Urdu and English daily Newspapers for recruitment of ERP staff and inclusion of Mr. Javed Sarwer, Basis Administrator as member of ERP Committee. *h*

AGENDA ITEM NO.13

To consider and accord approval for the following matter relating to HR Committee.

i. To consider and review the MEPCO Transport Policy.

The agenda was presented by Finance Director. The Board was informed that HR Committee meeting of MEPCO Board of Directors was held on 18.06.2017. The Committee was informed that BOD in its 123rd meeting held on 15-05-2017 constituted a committee comprising following officers and was assigned to carry out an exercise for incorporating changes in MEPCO's Transport Policy 2016 approved in 109th Meeting held on 29-01-2016 so as to bring the same in line with that of GEPCO:

1. Finance Director Convener
2. Manager (Admin) Member
3. Manager (Transport) Member

The Committee in prolonged sessions worked on the assignment and prepared its recommendations which were presented to HR Committee of the Board held on 7th June, 2017. After detailed discussion and deliberation, the HR Committee advised to incorporate certain amendments in Transport Policy and present the policy along with proposed amendments in next meeting. The Board was apprised that the proposed amendments by the HR Committee have been incorporated and the same was presented to the HR Committee for its recommendations. The HR Committee has also recommended the case to the Board for its approval. The Board was requested to accord its approval for the proposed amendments in MEPCO Transport Policy 2016. (Copy of Policy is Annexed).

Decision

Considering the request of Finance Director and recommendations of HR Committee, the Board accorded its approval for the proposed amendments in MEPCO Transport Policy 2016.

ii. Approval for Ex-Pakistan study leaves w.e.f. 01.09.2017 to 31.07.2020 (1065-days).

The agenda was presented by Acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 12.06.2017. The Committee was informed that Chief Engineer/C.S.D MEPCO H/Q Multan has forwarded the request for grant of Ex-Pakistan study leave in respect of Mr. Muhammad Faisal Mumtaz Qureshi, SDO (Op) MEPCO Sub Division Gulgasht Multan w.e.f. 01.09.2017 to 31.07.2020 (1065-Days) for Ph.D. in Electrical Engineering from North China Electric Power University, Beijing. The officer has stated in his request that he has been granted admission for Ph.D. program in Electrical Engineering from North China Electric Power University, Beijing, China through Chinese Government Scholarship by the Government of China. He has also provided a copy of admission letter from North China Electric Power University, Beijing, China for admission in Ph.D. Mr. Muhammad Faisal Mumtaz Qureshi was appointed in MEPCO as Jr. Engineer w.e.f 30.11.2012. Accounts Officer (Salary Slip Section) O/O Finance Director MEPCO H/Q Multan has intimated that only 126-days leave balance is available in leave account of officer. However, the officer has requested to convert his 126-days leave on full pay into half pay and the remaining study leave period may be granted without pay / EOL. As per Ex-Pakistan Study Leave Rule 20-A (ii), Leave for study abroad shall be sanctioned to a WAPDA Employee for Ph.D. up to maximum period of 4 ½ years (including 2 years for M.Sc.) As per recommendations of HR Committee of MEPCO BOD in its meeting held on 12.06.2017 against agenda item No. 12, the officer has submitted revised surety bond of Rs. 2.00 Million. The Board was apprised that HR Committee has recommended the case for Board's approval. The Board was requested to accord its approval for grant of Ex-Pakistan Study Leave at China w.e.f. 01.09.2017 to 31.07.2020 (1065-Days) for Ph.D. in Electrical Engineering from North China Electric Power University, Beijing, China in respect of Mr. Muhammad Faisal Mumtaz Qureshi, SDO (Op) MEPCO Sub Division Gulgasht Multan in the following manners:-

- i) 01.09.2017 to 10.05.2018 (252-days on half pay).
- ii) 11.05.2018 to 31.07.2020 (813-days without pay / EOL)

Decision

Considering the request of Acting HR & Admin Director & recommendations of the HR Committee, it is understood that all process adopted by the management conformed to Departmental SOPs, Rules therefore; the Board accorded its approval for grant of Ex-Pakistan Study Leave at China w.e.f. 01.09.2017 to 31.07.2020 (1065-Days) for Ph.D. in Electrical Engineering from North China Electric

Power University, Beijing, China in respect of Mr. Muhammad Faisal Mumtaz Qureshi, SDO (Op) MEPCO Sub Division Gulgasht Multan in the following manners:-

- i) 01.09.2017 to 10.05.2018 (252-days on half pay).
- ii) 11.05.2018 to 31.07.2020 (813-days without pay / EOL).

iii. Approval for utilization of Manpower (Skilled and Unskilled) through contractor by outsourcing.

The agenda was presented by Acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 12.06.2017. The Committee was intimated that Expression of Interest (EOI) was published by MEPCO to outsource Manpower (20 x Skilled & 350 x Unskilled) for various offices of MEPCO at Multan and M/s. Ali Azhan has been awarded the contract being lowest bidder @Rs.17,550/- and Rs.14,005/- respectively in competitive bidding. Now, Chief Engineer / CS Director has intimated that there is acute shortage of line staff in Operation Circles D.G. Khan & Rahim Yar Khan due to which operation and maintenance work in these circles is suffering badly. Presently, 479 x No. Posts of Line staff are lying vacant in Rahim Yar Khan Circle and 139 x No. Posts of Line staff are lying vacant in D.G. Khan Circle. Resultantly, hurdles are being faced to get recovery from the defaulters and to control theft of electricity in these circles. Chief Engineer / CS Director has further requested to engage Unskilled / Skilled Labour for M&T-Ist & IInd Region as there is shortage of staff in these formations. LOI to outsource 370 x Skilled and Unskilled labour at Multan has been issued to M/s. Ali Azhan Contractor for providing the labour. In RFP Contractor was required to provide labor in Multan only. In the current scenario, we may also utilized unskilled and skilled manpower in D.G.Khan & Rahim Yar Khan Circle through already engaged from M/s. Ali Azhan. The matter has been negotiated with the Contractor, who is also agreed to provide the manpower in D.G Khan and Rahim Yar Khan Circles and in the vicinity of the MEPCO Region as and when required by MEPCO Management under the same contract. The HR Committee recommended to utilize (370 unskilled and skilled) manpower already hired from M/s. Ali Azhan for all over MEPCO instead at Multan on the same terms and conditions without any addition of the Manpower. The Board was requested to accord its approval for utilizing (370 unskilled and skilled) manpower already hired from M/s. Ali Azhan for all over MEPCO instead at Multan at the same terms and conditions without any addition of the Manpower.

Decision

Considering the request of HR & Admin Director & recommendations of the HR Committee, the Board accorded its approval for utilizing (370 unskilled and skilled) manpower already hired from M/s. Ali Azhan for all over MEPCO instead at Multan at the same terms and conditions without any addition of the Manpower.

iv. Approval for Engaging the services of Sub Engineer Civil / Surveyor on daily wages.

The agenda was presented by acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 12.06.2017. The Committee was intimated that various Transmission Lines and Grid Stations project under MEPCO own Resources and ADB financing on turnkey basis are in progress under GSC Directorate which are scattered in entire MEPCO jurisdiction. The nature of projects involves survey work, preparation of profile, plan tabling for Transmission Lines and preparation of GLO / Drawings for Grid Stations. Presently GSC Directorate involves in execution of following major projects.

Sr.#	Project Name	No. of Projects	
1.	Ongoing projects under ADBTranch-IV	03 No. New along with Residential colonies & 01 No. Conversion with Residential renovation	04 No. T/Lines (29.4 KM)
2.	Projects under Evaluation (MEPCO Resources)	05 No. Conversion with Residential renovation	05 No. T/Lines (225 KM)
3.	Projects under Tendering (MEPCO Resources)	04 No. New along with Residential colonies & 01 No. Conversion with Residential renovation	05 No. T/Lines (87.1 KM)

GSC Directorate is facing acute shortage of civil staff for supervision of civil works of Grid Stations as well as Transmission Lines. The detail is given as under:-

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Post	Civil Division			GC Division			T&G Division			Total		
	S	W	V	S	W	V	S	W	V	S	W	V
COS/Sub Engineer (Civil)	5	1	4	3	2	1	2	1	1	10	4	6
Surveyor	-	-	-	2	-	2	3	-	3	5	-	5
Motor Mate	5	2	3	-	-	-	-	-	-	5	2	3

Chief Engineer (Development) has requested that 05 No. persons may be engaged on daily wages for 89 days (extendable) up to one year. It was apprised that MEPCO BOD in its 121st meeting held on 14.01.2017 vide Agenda Item No. 02(iii) accorded approval to engaged the un-skilled daily wages up to 1000 No. for electrification and development works. The HR Committee recommended the case to the Board for its approval for engagement of 05 persons by converting un-skilled labor to skilled labor out of 1000 x No. un-skilled on daily wages for 89 days only. The Board was requested to accord its approval to engage above mentioned 05 No. persons by converting 05 No. un-skilled labor to skilled labor out of 1000 No. already approved un-skilled daily labor for supervision of civil works at various projects under Chief Engineer (Development) as Sub Engineer Civil/ Surveyor on daily wages for 89 days only.

Decision

Considering the request of acting HR & Admin Director & recommendations of the HR Committee, the Board accorded its approval for engaging 05 No. persons by converting 05 No. un-skilled labor to skilled labor out of 1000 No. already approved un-skilled daily labor for supervision of Civil works at various projects under Chief Engineer (Development) as Sub Engineer Civil/ Surveyor on daily wages for 89 days only.

v. Briefing regarding engagement of Semi-skilled & un-skilled labor on daily wages.

The agenda was presented by acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 12.06.2017. The Committee was intimated that MEPCO BOD in its 121st meeting held on 14.01.2017 vide agenda item No. 2(iii) accorded approval to engaged 1000 x No. Un-skilled labor for new electrification and development works and MEPCO BOD through circulation resolution No. 07/2017 dated 24.01.2017 accorded approval to engaged 500 x No. Semi-Skilled labor for accuracy in snaps for 75 days. The allocation will be made by the CEO on need basis as per work requirement. CEO MEPCO briefed the HR Committee of MEPCO in its meeting held on 08.05.2017, that Notices were published in the press for walk in interview for engagement of semi-skilled and un-skilled labor on daily wages. The allocation has been made by CEO on need basis of concerned area as per work requirement for semi-skilled and un-skilled labor. The engagement letter duly vetted by Manager (Legal) MEPCO has been issued to the daily labor for 75 days in the month of April, 2017. After issuance of the engagement letters to the semi-skilled and un-skilled labor, some daily wagers have left the job due to which shortage of staff has occurred again, resultantly, the work is suffering badly to achieve the targets and requested to authorize the SEs (Operation) and PD(Construction) to engage semi-skilled labor in case daily wagger left the job from the allocated quota. HR Committee of the BOD in its meeting held on 08.05.2017 recommended the case for Board's approval to authorize the Superintending Engineers (Operation) and PD(Construction) MEPCO to engage suitable semi-skilled and un-skilled daily labor on need basis from the concerned area by observing age, qualification and domicile parameters in case of absconding of worker. The agenda was presented to MEPCO BOD in its 123rd meeting held on 15.05.2017. The Board after due consideration referred the case back to HR Committee for its detail deliberation. It was mentioned that at present 15 No Un-skilled daily labor and 32 No semi-skilled labor has absconded. The matter was again referred to the HR Committee for its deliberation in its meeting held on 12.06.2017. HR Committee recommended to engage suitable semi-skilled and un-skilled daily labour on need basis from the concerned area by observing age, qualification and domicile parameters in case of absconding of worker by the committee which already made the engagement. The recommendation of the committee will be approved by CEO MEPCO. The Board was apprised that HR Committee has recommended the case for Board' approval. The Board was requested to accord its approval for allowing to engage suitable semi-skilled and un-skilled daily labour on need basis from the concerned area by observing age, qualification and domicile parameters in case of

absconding of worker by the committee which already made the engagement. The recommendation of the committee will be approved by CEO MEPCO.

Decision

Considering the request of acting HR & Admin Director & recommendations of the HR Committee, the Board accorded its approval for allowing to engage suitable semi-skilled and un-skilled daily labor on need basis from the concerned area by observing age, qualification and domicile parameters in case of absconding of worker by the committee which already made the engagement with in limit of already approved strength. The recommendations of the committee will be approved by CEO MEPCO.

vi. Approval for grant of Honorarium / Bonus to employees of MEPCO.

The agenda was presented by acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 18.06.2017. The Committee was apprised that GM (HR) PEPCO WAPDA House, Lahore vide his letter No. 926-45/MD/PEPCO/ GM-HR/HRD dated 13.06.2017 has intimated that Members of CBA met with Honorable Federal Minister for Water and Power on 13th June 2017. The Minister for Water and Power appreciated the efforts of employees of all Corporate Entities for their hard work especially in the month of Holy Ramdan for the continuity of Electric Supply to General Public. In recognition, Minister for Water and Power has desired that all Corporate Entities (DISCOs, GENCOs, NTDC, PITC & PEPCO) may allow one bonus equivalent to one month basic pay to their employees before Eid-ul-Fitr with the approval of their respective Board of Directors. Moreover, Honorable Minister of State for Water & Power, Govt. of Pakistan, Islamabad (on the request of CBA Union) during his visit to MEPCO H/Q, Multan on 03.05.2017, has announced the grant of Honorarium / Bonus equal to one month basic pay to MEPCO employees on account of their hard work, dedication as well as making hectic efforts for achieving the target of recovery and reducing the line losses, which helped the company in giving outstanding performance. The Committee was requested to recommend the case for Board's approval. The Board was apprised that HR Committee also recommended the case for Board's approval. The Board was requested to accord its approval for grant of Honorarium / Bonus equal to one month basic pay to MEPCO employees with its distribution as under:-

- i. One month running basic pay to all regular employees of MEPCO including MEPCO staff deputed to work in WAPDA Hospital Multan.
- ii. One month basic pay to all contractual employees working against regular posts.
- iii. One month wages to all daily wages employees having at least one year service (to be calculated on the basis of working days of the previous month).

Decision

Considering the recommendations of HR Committee, the Board accorded its approval for grant of Honorarium / Bonus equal to one month basic pay to MEPCO employees with its distribution as under:-

- i. One month running basic pay to all regular employees of MEPCO including MEPCO staff deputed to work in WAPDA Hospital Multan.
- ii. One month basic pay to all contractual employees working against regular posts having at least one year service.
- iii. One month wages to all daily wages employees having at least one year service (to be calculated on the basis of working days of the previous month).

However, a deduction of 5 % for each fatal/ non fatal accident will be made from the Bonus of all employees working in respective sub division where accident took place.

vii. Approval for establishment of 01 x No. Transformer Reclamation Workshop at Dera Ghazi Khan.

The agenda was presented by acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 18.06.2017. The Committee was informed that MEPCO has already established 03 x No. Transformer Reclamation Workshops located at Multan, Bahawalpur & Vehari. Reclamation of damaged Transformers for all Operation Circles is being carried out by the above Workshops. The capacity of existing Transformer Reclamation Workshops is not able to meet the requirement. Therefore, it is necessary to establish 01x No. Transformer Reclamation Workshop at D.G.Khan Circle. The newly proposed TRW, D.G.Khan will cater to 02 x Operation Circles i.e. Muzaffargarh and D.G.Khan consists of Operation Divisions D.G.Khan, Rajanpur, Taunsa,

Muzaffargarh, Ali Pur, Kot Addu & Layyah which are nearby stations. A Committee was constituted with the approval of General Manager (Op) MEPCO H/Q Multan vide office order No. 23191-96/MMM dated 31.05.2017 under the convener ship of SE (Op) Circle, D.G.Khan with Addl: Manager (P&E) MEPCO H/Q Multan, XEN (Civil) MEPCO H/Q Multan and XEN (TRW) Multan as its members for preparation of feasibility report regarding Establishment of Transformer Reclamation Workshop at D.G.Khan. The said Committee has visited the site of 132-KV Grid Station Jampur Road, D.G.Khan for construction of building regarding Establishment of Transformer Reclamation Workshop at D.G.Khan and found that sufficient space is available in the Grid Station which is suitable and feasible for establishment of workshop in order to meet the requirement of (Op) Circles, D.G.Khan and Muzaffargarh. The Committee has worked out Rs. 87.547 Million as approximate cost / expenditure to be incurred for establishment of Workshop at 132-KV Grid Station Jam Pur Road, D.G.Khan. Moreover, following Staff will be required initially for Reclamation of 100 Nos. Transformers per month for the Workshop:-

Sr. No.	Name of Post	BPS	Staff Required	Total
1	Assistant Manager	17	1	1
2	LS-I / Test Insp:	15	1	1
3	Foreman	15	1	1
4	Test Asstt: / Lab Asstt:	14	1	1
5	Jr. Store Keeper	14	1	1
6	Assistant Foreman	14	1	1
7	Sr. Clerk	11	1	1
8	Lorry Driver	07	3	3
9	Security Guards	03	4	4
10	Sweeper	01	1	1
11	Naib Qasid	01	1	1
12	Daily Wager	-	40	40
TOTAL			56	56

As per directions of Chief Executive Officer MEPCO Multan, the Committee also visited the site on 05.06.2017 for temporary establishment of Transformer Reclamation Workshop at suitable place in D.G.Khan with immediate effects and found that:-

- Building is sufficient for establishment of workshop with minor changes for which estimated Civil Works Cost worked out by XEN (Civil) as Rs. 2.630721 Million of which moveable items about 70% will be shifted / reutilized for TRW at 132 KV Grid Station Jampur Road D.G.Khan.
- 11-KV feeder is available for installation of connection temporarily.

In view of above position, the Committee suggested that:-

- 01 x No. Transformer Reclamation workshop at 132 KV Grid Station Jampur Road D.G.Khan may be established.
- Temporary set up for the time being (Equipments, Machinery etc) for establishment to run the workshop at emergent basis may be installed at suitable place in D.G.Khan with immediate effect till the completion of Civil works at 132-KV Grid Station Jampur Road D.G.Khan and after completion of said Civil work, the temporarily installed set up will be shifted at 132-KV Grid Station, Jampur Road D.G.Khan to run TRW MEPCO D.G.Khan on permanent basis.

This workshop will be capable of repairing 200 x Nos. Transformers of different capacities per month and 2400 per year. The running expenditures / arrears becomes Rs. 12 x Million approximately while the saving by repairing 2400 Transformers / per annum is about Rs. 24 Million per annum (considering the recycling of material of damaged transformers). Other than this direct financial benefit the time of resolving complaint of damaged transformers in far flung area of Rajan Pur and Muzaffargarh will be shortest and transportation charges will be less from D.G.Khan as compare to collect transformers from Multan or Bahawalpur. Considering above, the establishment of this workshop is quite feasible. The Committee was requested to recommend the case for Board's approval. The Board was apprised that HR Committee has recommended the case for Board's approval. The Board was requested to accord its approval for the following:-

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- a) Establishment of 01 x No. Transformer Reclamation Workshop at 132 KV Grid Station Jampur Road D.G.Khan at permanent basis along with proposed staff and estimated expenditure for the Workshop amounting to Rs. 87.547 Million.
- b) Establishment of Transformer Reclamation Workshop on temporary basis (Equipments, Machinery etc.) at suitable place in D.G.Khan with immediate effect

Decision

Considering the request of acting HR & Admin Director & recommendations of the HR Committee, the Board accorded its approval following:-

- b) Establishment of 01 x No. Transformer Reclamation Workshop at 132 KV Grid Station Jampur Road D.G.Khan at permanent basis along with proposed staff and estimated expenditure for the Workshop amounting to Rs. 87.547 Million.
- b) Establishment of Transformer Reclamation Workshop on temporary basis (Equipments, Machinery etc.) at suitable place in D.G.Khan with immediate effect.

viii. Approval of recommendations of promotion Board proceedings from BPS-17 to BPS-18 held on 12.05.2017.

ix. Approval of recommendations of promotion Board proceedings from AM (CA) to DM (CA) BPS-17 to BPS-18 held on 12.05.2017.

Decision

The Board referred the above cases back to HR Committee for detailed scrutiny of the cases.

x. Approval for request for ex-Pakistan study leaves w.e.f. 20.09.2017 to 19.09.2020 (1096-days) in respect of Mr. Muhammad Salman Saeed S/o Saeed Ahmad, SDO (Op) MEPCO Sub Division WAPDA Town Multan.

The agenda was presented by acting HR & Admin Director. The Board was apprised that the agenda was presented to the HR Committee in its meeting held on 18.06.2017. The Committee was apprised that Superintending Engineer (Op) MEPCO Circle, Multan vide PUC has forwarded the request for grant of Ex-Pakistan study leave in respect of Mr. Muhammad Salman Saeed S/O Saeed Ahmad, SDO (Op) MEPCO Sub Division Wapda Town Multan w.e.f. 20.09.2017 to 19.09.2020 (1096-Days) for Ph.D. in Electrical Engineering from University of Technology, Malaysia. The officer has submitted an undertaking stating therein, that total expenditures of Ph.D. i.e. accommodation, traveling, semester fees, as per schedule attached will be paid by his father (Mr. Saeed Ahmed). He has also provided a copy of admission letter for Ph.D. in Electrical Engineering from University of Technology Malaysia. Mr. Muhammad Salman Saeed was appointed as Jr. Engineer on 01.03.2012.. Accounts Officer (Salary Slip Section) O/O Finance Director MEPCO H/Q Multan has intimated that only 235-days leave balance is available in leave account of officer. However, the officer has requested to convert his 235-days leave on full pay into half pay and the remaining study leave period may be granted without pay / EOL. As per Ex-Pakistan Study Leave Rule 20-A (ii), Study Leave for Ph.D. shall be extended up to maximum period of 4 ½ years (including 2 years for M.Sc.) The Committee was requested to recommend the case for Board's approval. The Board was apprised that HR Committee has recommended the case for Board's approval. The Board was requested to accord its approval for consideration / approval of BOD for grant of Ex-Pakistan Study Leave at Malaysia w.e.f. 20.09.2017 to 19.09.2020 (1096-Days) for Ph.D. in Electrical Engineering from University of Technology, Malaysia in respect of Mr. Muhammad Salman Saeed S/O Saeed Ahmad, SDO (Op) MEPCO Sub Division Wapda Town Multan in the following manners:-

- i. 20.09.2017 to 02.01.2019 (470-days on half pay).
- ii. 03.01.2019 to 19.09.2020 (626-days without pay / EOL).

Decision

Considering the request of acting HR & Admin Director & recommendations of the HR Committee, the Board accorded its approval for grant of Ex-Pakistan Study Leave at Malaysia w.e.f. 20.09.2017 to 19.09.2020 (1096-Days) for Ph.D. in Electrical Engineering from University of Technology, Malaysia in respect of Mr. Muhammad Salman Saeed S/O Saeed Ahmad, SDO (Op) MEPCO Sub Division Wapda Town Multan in the following manners subject to provision of surety bond of Rs. 2.00 Million:-


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- i. 20.09.2017 to 02.01.2019 (470-days on half pay).
- ii. 03.01.2019 to 19.09.2020 (626-days without pay / EOL).
- xi. **Approval for automation of commercial procedure and development of guidance manual for existing SOPs.**

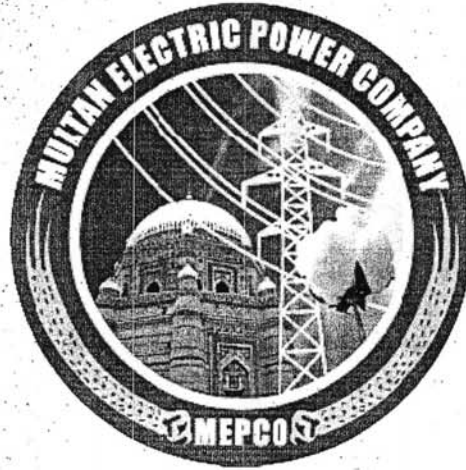
Decision

The deliberation upon above agenda item was deferred to next meeting.

The Meeting ended with thanks to and from the Chair.


(Engr. Sajid Yaqoob)
Company Secretary MEPCO

MULTAN ELECTRIC POWER COMPANY LTD.



TRANSPORT POLICY 2016

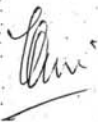
(Amended up-to June 2017)

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MEPCO TRANSPORT POLICY

1. Purpose of policy

- 1.1 The Multan Electric Power Company Limited (MEPCO) is a public utility Company. MEPCO is striving to enhance efficiency of its officers at least possible cost. Govt. Of Pakistan has formulated a policy of compulsory monetization of transport for civil servants in order to control the expenditure borne for maintaining the vehicles for the officers.
- 1.2 MEPCO is maintaining a fleet of 1051 vehicles for operational activities of staff as well as for mobilization of officers for monitoring of ongoing operational work. Most of the vehicles of the Transport Pool have completed their useful operational life and now heavy amounts are being incurred on regular basis to keep these vehicles in road worthy condition. Such expenditure is expected to escalate in coming years, making it a huge waste of scarce financial resources without much productivity. The basic objective of MEPCO's Transport Policy is in line with the observance of the austerity measures of the Govt. The policy is being launched, firstly aiming at enhancing efficiency of Company's officers, secondly curtailing unnecessary expenditure, by eliminating misuse of the vehicles and thirdly restricting the maintenance and ancillary expenditures on old and inefficient vehicles.
- 1.3 In MEPCO, 491 Officers in BPS 17 and above are working, out of which 144 nos: officers of BPS 17 to 20 are working at head quarter engaged in high profile assignments with PEPCO, Ministries, NEPRA, and other higher offices and they have not been provided proper vehicles. The officers of BPS 18 posted in fields have been provided vehicles which are very old and have completed their useful operational life which affects the performance of the officers besides heavy running and maintenance expenses and hurdles in timely execution of the duties.
- 1.4 Most of the grade 17 officers are SDOs to whom Suzuki Jeeps are provided which are not available with MEPCO in requisite number. Therefore, such officers have to use field vehicles i.e. Pick-Ups for their field mobilization. The use of Pick-Ups etc by the field officers cause adverse impact on their performance towards redressal of the consumers' complaints as well as their other field jobs.
- 1.5 During FY 2013-14, FY 2014-15 & FY 2015-16, MEPCO incurred Rs.300.369 million, Rs.293.601 million & Rs. 278.178 million on POL and Rs.46.037 million, Rs.42.145 million & Rs.57.712 million on maintenance of the old & obsolete model vehicles respectively and due to uneconomical running, this expenditure is likely to escalate during the coming years. To overcome the problem, GEPCO have approved and launched its transport policy and others DISCOs are also considering the similar option. Since MEPCO Management is also keen to improve the efficiencies of its Officers with least possible cost, it supports formation of a new transport policy on similar lines.



1.6 Objectives of the Policy

After detailed deliberations and working /calculations, it was concluded that by implementation of a transport policy, MEPCO will be able to achieve the following objectives:

- i. To provide a scheme for provision of proper transport facility to its officers, as per their grades' entitlement, for discharge of their official duties and personal use.
- ii. To curtail huge expenditures being incurred regularly on the maintenance of old and uneconomical vehicles.
- iii. To control misuse of the vehicles.
- iv. To overcome the shortage of vehicles and drivers.
- v. To highlight the better image of the company with corporate culture.
- vi. To add new vehicles in the transport fleet.
- vii. To provide a regular and healthy mechanism for replacement of old vehicles with new ones after every five years instead of using uneconomical vehicles aging between 30 to 40 years which have turned into a liability instead of facility.

2. Regulatory Framework

- 2.1 This policy derives its mandate from Govt. Of Pakistan's Policy bearing No.6/7/2011-CPC dated 12.12.2011 for monetization of transport facility.

3. Title and Commencement

- 3.1 This policy shall be called "MEPCO Transport Policy 2016".
- 3.2 The Transport Policy shall come into force on the day of approval by MEPCO Board of Directors.

4. Definitions

In this Transport Policy, unless there is anything repugnant in the subject or context:-

- i) "Transport Policy or Policy" means this Transport Policy of MEPCO.
- ii) "Application" means an Application submitted by an Officer for availing any vehicle under any scheme of this policy;
- iii) "MEPCO" means Multan Electric Power Company Limited
- iv) "Chief Executive" means the Chief Executive Officer of MEPCO.



- v) **"BOD"** means the Board of Directors of MEPCO.
- vi) **"Maintenance Charges"** means maintenance charges to be claimed/paid under Transport Policy.
- vii) **"Notice"** means any notice served under the Transport Policy.
- viii) **"Officer"** means a regular officer of MEPCO serving in grade 17, 18, 19 or 20.
- ix) **"Fuel Limit"** means limit of Petrol/Diesel as per entitlement of the officers in BPS-17 to 20 fixed from time to time under Transport Policy.
- x) **"Pool"** means Transport Pool of vehicles maintained by MEPCO.
- xi) **"Pool Vehicle"** means any vehicle being operated and maintained under MEPCO Transport Pool.
- xii) **"Scheme"** any scheme chalked out from time to time for provision of vehicle(s) under this policy.
- xiii) **"Long Leave"** means the leave of consecutive 365 days or more.
- xiv) **"Market Value"** means the value of used vehicle(s) as determined by the Transport Committee through market survey.
- xiv) **"Rules"** means any Rules relating to the officers of Transport and Transport Policy as applicable in MEPCO and amended from time to time.
- xv) **"Settlement value"** means an amount higher of the A or B where:-
- A is the market value of the vehicle endorsed by the Transport Committee; and
- B is the amount representing cost less accumulated depreciation where depreciation shall be computed @ 10% p.a. under straight line method.

5. **Scope of Policy**

- 5.1 This Policy is applicable to all regular officers of MEPCO serving in grade 17 to 20, having minimum 5 years service in BPS-17 or above in aggregate.
- 5.2 If a MEPCO officer does not opt to avail a vehicle under this Policy, he/she will not be provided any pool car/vehicle for performing his/her official duties. However, he/she will be entitled to POL, vehicle maintenance allowance and driver allowance according to his/her entitlement only upon production of documentary evidence of the ownership of a fit and road worthy vehicle at least of his/her entitlement registered in his/her own name. In such a case, no official driver will be provided.



- 5.3. The officers not opting for this Policy will get only conveyance allowance admissible as per rules, and no official vehicle shall be provided for any cause.

6. **Transport Committee**

- 6.1 The Transport Committee shall consist of following MEPCO officers:

Finance Director	(Chairman)
Manager (Transport & Security)	(Member)
Manager Admin	(Member)
Manager Internal Audit	(Member)
SE (Op) Multan	(Member)

- 6.2 The Transport Committee shall be vested with the powers to implement this Policy and decide the related matters.
- 6.3 Status of the officers as Chairman and Member(s) of the Transport Committee is of ex-officio nature and in case of transfer, every incoming officer, taking charge of the above said posts/designation, will assume the role as a Member or Chairman of the Transport Committee.

7. **Functions of the Transport Committee**

Functions of the Transport Committee shall include:

- 7.1 To ascertain the eligibility of a MEPCO officer for allocation of vehicle and other ancillary benefits under this Policy.
- 7.2 To evaluate all applications with respect to designations and grades of the applicant officers for deciding allocation of vehicles and ancillary benefits covered under this Policy.
- 7.3 To verify applications with respect to grades, designation, length of service and place of posting/ job description of MEPCO officers.
- 7.4 To perform any other function consistent with this Policy.

8. **Schemes of the Transport Policy**

- 8.1 MEPCO will launch the following scheme for the purpose of providing vehicles of various types to the officers of entitled grades under this Transport Policy:



Sr. No.	BPS	Proposed Vehicle
A	17	Locally assembled Suzuki Cultus VXR/ 1000 cc or equivalent
B	18	Locally assembled Toyota Corolla XLI 1300cc or equivalent
C	19	Locally assembled Toyota Corolla GLI 1300cc manual or equivalent
D	20	Locally assembled Toyota Corolla GLI 1300cc Auto or equivalent
E	CEO	Locally assembled Toyota Corolla Altis 1.6L or equivalent

- i) Officers upgraded to higher scale will not be entitled for vehicles of upgraded scale. An officer cannot opt for a vehicle higher of his/her entitlement.
- ii) Every entitled officer shall execute an agreement with the Company for a period of 5 years to be reckoned from the date of execution unless terminated earlier.
- iii) Funding of the vehicles' procurement will be through own resources in three phases.
- iv) Monthly fuel entitlement for the officers will be as under:

Sr. No.	BPS	H.Q	Field
a.	17	100 litres	150 litres
b.	18	150 litres	200 litres
c.	19	200 litres	250 litres
d.	20	250 litres	
e.	CEO	300 litres	

- v) For outstation journey, the officers may claim mileage allowance of private car, only on the new vehicles to be provided under this policy, as per rates applicable under the rules.

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- vi) The Company will issue POL fleet cards to the officers as per prescribed limits as and when arrangements are finalized with fuel dealers/companies.
- vii) Monthly driver allowance to the officers at the rates shown against each in the following table shall be paid along with their salary; annual increase in driver allowance will be as per minimum wage rate policy of GoP and official drivers shall be withdrawn:

Sr. No.	BPS	Existing Conveyance Allowance	Monthly Driver Allowance
a.	17	5000	Rs.15,000/-
b.	18	5000	Rs.15,000/-
c.	19	5000	Rs.15,000/

- viii) Entitlement of official driver or Driver Allowance shall be applicable as under:
- The official driver is mandatory for officers of BPS-17, 18 & 19 working in field formations (operation) and all officers in BPS-20 of substantial pay scale.
 - Officers of BPS-19 posted in head office may opt either for official driver or Driver Allowance.
 - All filed officers of BPS 17 & 18, other than in operation and those posted in head quarter, will be entitled for driver allowance instead of official driver.
- ix) Monthly maintenance allowance will be paid to the entitled officers as per following table:

Sr. No.	BPS	Monthly Maintenance Allowance	Annual Increase
a.	17	Rs.5,000/-	Rs. 500/-
b.	18	Rs.5,000/-	Rs. 500/-
c.	19	Rs.8,000/	Rs. 800/-
d.	20	Rs.8,000/	Rs. 800/-

- x) All vehicles attached with the officers opting this Policy, will be withdrawn upon handing over possession of new ones.
- xi) The officer after getting vehicle under this scheme cannot handover it back to the Company as option once exercised shall be final.

9. **Qualification Criteria and Terms & Conditions of the Scheme**

- 9.1 Maintenance of GP Fund account is a compulsory condition for availing the benefits of this Policy.
- 9.2 All MEPCO regular officers serving in substantive Pay Scales of 17 & above, having minimum 5 years service in BPS-17 or above in aggregate will be eligible for this scheme. None in BPS 17 by virtue of selection grade/up-gradation shall be eligible to avail it.
- 9.3 The vehicle shall be purchased consequent upon approval to be accorded by the Transport Committee subsequent to an undertaking and execution of an agreement and signing other required documents by the concerned applicant officer.
- 9.4 The vehicles shall be purchased on invoice price without 'own' and got registered in the name of the Company while capitalizing the registration charges etc.
- 9.5 (i) The vehicles shall be kept insured till the time these are maintained under the title of MEPCO. For initial two years, the insurance cover shall be arranged as per applicable Transport Rules, and for the remaining period, services of private insurance company having AA rating could be hired.
(ii) Insurance premium in all cases will be paid in lump sum by MEPCO and shall be recovered from the concerned officer in monthly installments from salaries.
- 9.6 Depreciation of the vehicle shall be charged/ determined @ 10% per annum under straight line method for the purpose of ascertaining settlement value of the vehicles provided under this Policy.
- 9.7(a) An officer who will not be provided new vehicle under this scheme due to paucity of budget/ funds, he/she will stand entitled to draw POL, Driver and Maintenance allowances as per limit under the policy against a fit & road worthy vehicle at least of respective entitlement, registered in his/her own name. Similarly, the officer who are not provided new vehicles under the policy but already have been allocated official vehicles shall avail entitled POL, maintenance allowance and driver allowance or official driver as per policy.



- 9.7(b) If an officer is promoted to the next scale, he/she will be eligible for new vehicle upon completion of installments of existing vehicle.
- 9.7(c) The officers who shall be provided new vehicles under the Policy and get promoted to the next grade but cannot be allowed another new vehicle for different reasons, they shall stand entitled to avail POL limit, maintenance allowance and driver allowance or driver facility of his/her substantive pay scale after promotion.
- 9.8 On completion of five years period, the officer concerned will be eligible to obtain new vehicle again. However, such officer must have at least three years remaining service to apply for a new vehicle.

10. Use of the Vehicle

- 10.1 An officer shall not permit another person except authorized driver to make use of his/her vehicle for official or private purposes in his/her absence. However, an immediate family member of such officer, holding a proper driving license may be permitted by him/her to use the vehicle during the period when such vehicle is free from official duties.
- 10.2 No superior authority of MEPCO, under whatsoever circumstances, shall direct any of his/her subordinate/junior officers to surrender or hand over his/her vehicle for use by any other person.
- 10.3.1 Use of Transport Pool vehicles shall only be authorized with the permission of the Transport Committee upon occurring of any of the following events:
- a. If the allocated vehicle under this Policy has met with an accident and is not available to the officer concerned due to its repair.
 - b. If the allocated vehicle under this Policy is stolen and such theft has been reported to local police through FIR and copy thereof produced to Transport Committee.
 - c. If the allocated vehicle has been taken in custody by any law enforcement agency.
- 10.3.2 Most of the vehicles in MEPCO Transport Pool are of old models and are not suitable for the duties of official VIPs. Therefore, at least two locally assembled Toyota Corolla GLI 1300cc manual shall be procured for this purpose, and cannot be allocated individually to any officer on whatsoever cause.

11. Deduction of Monthly Installment

Monthly installments of equal amounts towards 50% of book value of the allocated vehicle shall be deducted uninterruptedly from monthly salary of the officers. Such deduction starting from the month of handing over of the vehicle to an officer shall be completed within consecutive five years.



12. **Transfer, Deputation, Long Leave, Resignation, Removal from service, Death/ disability or Medical Invalidation of an Officer**

12.1 **Transfer/ Resignation**

- a) On transfer/deputation out of company, pre-mature retirement, long leave or resignation, the officer may retain the vehicle after depositing the balance amount of settlement value. However, in the following cases the vehicle will have to be returned to MEPCO Transport Pool.
- b) The officers transferred out/ proceeding on deputation/ long leave and their period of allocation of vehicle under this policy is less than one year.
- c) The officers proceeding on retirement and their period of allocation of vehicle under this policy is less than six months.

12.1.1 If an officer does not opt for retaining the vehicle, the vehicle shall be returned forthwith to the MEPCO Transport Department (Pool). The Transport Department (Pool) will report the matter to the Transport Committee which shall ascertain to refund the amount of installments paid by such officer after adjusting recovery, if any.

12.1.2 If an officer proceeds on earned leave of 120 days or more OR medical leave of 180 days or more, but less than one year in aggregate, he/she will not be allowed POL, Driver & Maintenance Allowance during the leave period. Instead, the depreciation of the vehicle for the leave period exceeding 120/180 days, will be recovered from him/her.

12.1.3 An officer will return the vehicle or pay its settlement value in case he/she avails long leave or aggregate 365 days leave during the last two years. No vehicle will be purchased for the officer who is on deputation; long leave for medical, study or any other cause till he/she resumes duty.

12.2 In case of transfer/absorption from other companies to MEPCO, the whole previous service of the officer will be counted for the purpose of eligibility criteria of this Policy.

12.3 **Removal/ Dismissal from Service**

If an officer is proceeded under disciplinary rules, the following courses of action shall be applicable:

- a. An officer who is placed under suspension may retain the allocated vehicle. However, in case the suspension period



exceeds one month the suspended officer shall be entitled to:

- ii) POL & Maintenance allowance @ 50% of the limit.
 - iii) Full driver allowance or driver as admissible.
- b. An officer who is removed or dismissed from service shall forthwith hand over the vehicle to MEPCO Headquarters' Transport Pool and the amount of monthly installment contributed by him/her will be refunded after recovering the cost of repair work due to the damage, if any, caused to the vehicle to be assessed by the Transport Committee.
- c. The continuous possession of the vehicle, upon dismissal from service shall be a criminal offence, without prejudice to any stay order against such dismissal/removal from service by any court or tribunal, unless the retention of the vehicle by such officer is specifically ordered by such court or tribunal.

12.4 Medical Invalidation, Disability or Death

- a) In an eventuality, if an officer is declared medically invalid or disable as per service rules applicable in MEPCO, such officer on his/her request may be allowed by Transport Committee to retain the vehicle upon adjustment of settlement value in lump sum from his/her pension/commutation.
- b) In the event of death of an officer due to fatal accident of the vehicle, the Transport Committee will offer the accidental vehicle to the legal heirs of the officer on book value or market value whichever is lower. Similarly, the differential of repairing cost of the vehicle over & above of the insurance indemnity will also be borne by MEPCO.
- c) In case, the heirs of deceased officer do not opt for retention of the vehicle, the amount contributed by such officer will be refunded to them.
- d) In case of other accidents, the differential repairing cost above of the insurance indemnity will be borne by the officer concerned.

12.5 In any of the eventualities mentioned in clauses 12.4(a,b) above, the officer or his/her nominee, as the case may be, will not be entitled to any payment against POL, Maintenance and Driver allowance.

12.6 Every officer, on availing of vehicle under this Policy, shall nominate any person of his/her choice as next of kin.

12.7 Every officer will be required to re-affirm or change his/her nominee of choice after his /her marriage. If no such change is reported, it shall be



presumed that the wife or the husband is the nominee.

13. **Conversion from one Scheme to the other**

Option once exercised will be the final.

14. **Accidents & Snatching/Theft of Vehicle**

- 14.1 In case of an accident, snatching or theft of vehicle, the officer shall report the incident to the concerned police, insurance company and the Transport Committee as soon as possible. The expenditure on repairs shall be claimed from the Insurance Company and indemnity shortfall, if any, shall be met by the officer concerned.
- 14.2 All the vehicles to be purchased and maintained under this Policy shall be subject to full insurance cover as per applicable Transport Rules and the repair of any vehicle would be claimed from the insurance company.
- 14.3 If any differential repairing cost is so high, that the officer concerned is unable to pay in lump sum, he/she may request for its immediate payment by MEPCO and thereafter recovery from his/her salary in monthly installments to be determined by the Transport Committee.
- 14.4 The officer, whose vehicle is snatched, stolen or declared total loss resulting from an accident, may apply to the Transport Committee for purchase and allocation of a new vehicle provided that the difference of insurance indemnity net of the scrap value of the vehicle, if any, has been paid by him/her. In such a case, on request of the officer, the Transport Committee may recommend his/her request for approval to Chief Executive Officer (CEO) to recover the differential amount in multiple monthly installments as considered appropriate.
- 14.5 If the driver of such vehicle is adjudged to have been involved in an accident due to his rash and negligent driving and any amount of compensation is determined and ordered by an authority, court or tribunal to be paid to the person/ party affected by the accident, such payment shall not be a liability of MEPCO.
- 14.6 If such a payment is ordered by a court of law to be borne by MEPCO, no other vehicle will be provided/allocated to the officer under this Policy.
- 14.7 If the vehicle has been reported as total loss and the premium paid by the insurance company is not sufficient to clear the payment of settlement value, the officer concerned will be responsible to make up the differential value. However, he/she may request the Transport Committee for deferring the payment of such amount in lump sum; instead, recovery from monthly salary in multi installments to be decided by CEO as per merits of each case.

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- 14.8 The similar treatment shall be applicable, as explicated in clause 14.7 above, in case it will be concluded by the local police that the recovery of ~~snatched/stolen~~ vehicle is no more possible.
- 14.9 The officer, whose vehicle is declared total loss or unrecoverable, shall apply to the Transport Committee for purchase and allocation of new vehicle. The Transport Committee may, or may not recommend purchase and allocation of a new vehicle as per merits of each case and refer the matter to CEO for approval.
- 14.10 In case the proposal of purchase and allocation of vehicle for such officer is finally refused, the Transport Committee, with the approval of the CEO, may allocate him/her any suitable vehicle out of Transport Pool, after finalizing the recovery plan of the lost vehicle.

15. Responsibilities for Safe Custody

- 15.1 The overall responsibility for safeguarding the vehicle as well as all accessories thereof allocated to an officer rests with him/ her.
- 15.2 The officer or the private driver retained by him/her must exercise proper care in the use and handling of the vehicle and MEPCO will not be responsible for any partial or full loss caused to the vehicle, due to negligence in driving. The officer who stands entitled to driver allowance shall be responsible for the conduct of the driver.
- 15.3 An officer or any other person whom the vehicle is handed over by him, if found to have used the vehicle recklessly or negligently and if such negligence and recklessness has caused any damage to any third party, the compensation/damages claim of such third party will be the liability of the officer concerned.
- 15.4 All road taxes, toll charges, fees relating to the official tours will be borne by MEPCO except traffic fines.
- 15.5 As long as the vehicle remains in its name, the annual tax of the vehicle shall be the responsibility of MEPCO.
- 15.6 If the vehicle is impounded by any authority for non-payment of fines etc. or for having been used in any criminal and unlawful activity, the officer shall not be provided any other vehicle and non availability of the vehicle in such circumstances will not be an acceptable excuse for non-performing of his/her official duties.
- 15.7 After transfer of the title of the vehicle in his/ her name, no officer will use green number plate on such vehicle.

16. Review of the Policy

- 16.1 As and when required, this Policy is subject to review with the approval of MEPCO BoD.



16.2 Any change in the Policy will always be prospective and an officer who already stands allotted a vehicle will neither be adversely affected by such change nor can claim any resulting benefits as a matter of right.

17. Contraventions

17.1 An officer who is drawing driver allowance under this scheme will not be entitled to get facility of official driver and will forward a certificate to this effect to the Transport Committee after every six months. Any officer found otherwise, will be construed to be guilty of misconduct and will be dealt with under the relevant rules.

17.2 If an officer manages non-recovery of the monthly installment for consecutive 2 months, the vehicle allocated to him/her will be taken into custody of Transport Pool and no POL/Maintenance allowance will be allowed to him/her till the vehicle is released at least after a month's time, only upon lump sum payment of the default installments.

17.3 In case of default of one installment, 50% of POL of that month will be disallowed to the officer.

18. Procurement of Vehicles

18.1 The procurement of vehicles will be made by the Procurement Committee after observing all codal formalities of applicable purchase procedure and PPRA rules.

18.2 The new vehicles to be procured under this Policy shall be provided/allocated to the officers in the following order as per length of service in respective grade:

- a) Officers in BPS-17 with preference to SDOs.
- b) Officers in BPS-18 with preference to XENs.
- c) All officers in BPS-19 & 20.

Transport Committee will obtain option forms from all eligible officers once in beginning of procurement phase and the officers who get eligible subsequently for new vehicles will be entertained in 2nd round/spell after allocation of vehicles to all presently eligible officers of all scales.

Procurement Committee

18.3 The Procurement Committee will comprise of the following officers:

i)	GM/ CE (Operation)	Convener
ii)	Finance Director	Member
iii)	Manager (Procurement)	Member
iv)	Manager (T&S)	Member
v)	Manager (Admin)	Member
vi)	Manager Internal Audit	Member




19. **Recovery Plan**

- 19.1. The vehicles will be depreciated @ 10% straight line depreciation method. Depreciation will be charged to MEPCO and the balance 50% book value will be recovered from the officer in 60 equal installments deducting from the salaries of the officers. Thus recovery of 100% installments shall be completed in five years.
- 19.2 For the officers who proceed on retirement, superannuation or otherwise, OR are transferred out of the Company, the book value of the vehicle, to be reduced by the amount of installments paid by such officer, will have to be deposited in lump sum by him/her before taking the vehicle, and POL, maintenance allowance, driver allowance or driver facility shall cease to be admissible forthwith.
- 19.4 No monthly conveyance shall be allowed to the officers availing official driver facility under the Transport Policy.
- 19.5 After complete recovery of amount due, the vehicle will be transferred in the name of concerned officer who will further be entitled for a new vehicle if his/her remaining service is three years or more. However, in case of non-availing of the option for new vehicle or non-provision thereof, the entitled POL, maintenance allowance, driver or driver allowance shall continue to be admissible.

20. **Disposal of Used Vehicles Withdrawn from Officers**

- 20.1 The Transport Committee will dispose-off the vehicles withdrawn from/surrendered by the officers while opting following course of action:
- a) In case of new vehicle (withdrawn/ surrendered) , the officers in waiting queue of the respective grade shall first be offered for allocation on book value. If an officer does not accept the offer, the Transport Committee will identify the vehicles to be retained in the Transport Pool to perform official duties with officers working on contract/deputation like WAPDA Magistrate/ Tehsildars Recovery etc. VIPs and other official guests.
- b) The vehicles which will not be retained in Transport Pool shall be subject to disposal as per following procedure:
- i) Value assessment of the vehicle through market survey.
- ii) Invitation for sealed public bidding for disposal of the vehicles.
- iii) Recommendation of the highest bid by the Transport Committee to Chief Executive Officer for approval.



Jalil-Ur-Rehman
Manager (Admin)



Maj.(R) Farrukh Javed Ghuman
Manager (T&S)



Imtiaz Ahmed Jigri
Finance Director