

BRIEF

Subject: **MEETING OF FOCAL PERSONS TO BE HELD ON 27-04-2016 AT MOHTASIB SECRETARIAT TO REVIEW PROGRESS ON IMPLEMENTATION OF DIRECTIVES DATED 16-02-2016 AND 07-04-2016**

Directives Dated 07-04-2016

2. Attempts are being made to finalize every Pension case on the day of retirement and list of employees scheduled to be retired in next 06 months has been displayed on PMD's website.
3.
 - i. A BS-20 officer has been appointed as Focal Person vide letter No.PEN-9(3)/IBD/2015/393 dated 08-02-2016 and communicated to all concerned vide Circular No. PEN-8(3)/IBD/2015/05-36 dated 15-02-2016. This information has been uploaded on website and displayed on notice boards.
 - ii. An independent Pension Cell is functioning at PMD's HQs, Islamabad and an automation track slip is being inserted in every file.
 - iii. Automation has to be introduced by AGPR so that there is uniformity across all organization.
 - iv. D.G PMD chaired a meeting to review progress in Pension Cases on 21-04-2016 wherein Focal Person also participated. The focal person can be approached any time by any employee feeling aggrieved, telephonically, in person or through correspondence / representation etc.
 - v. The detail regarding updation / automation of Service Books is appended below:

S. No.	Name of Station	No. of Service Books	No. of complete Service Books	No. of scanned Service Books	Remaining Service Books
1.	PMD, Islamabad	257	253	253	04
2.	PMD, Karachi	702	492	466	246
3.	PMD, Lahore	430	430	300	130
4.	PMD, Peshawar	174	171	171	03
5.	PMD, Quetta	124	124	80	44
6.	PMD, Gilgit	84	68	00	16
Total:		1771	1538	1270	443

vi. The computerized list containing names of employees who are scheduled to be retired upto December, 2016 has been displayed on website.

vii. AGPR, Islamabad has established Pensioner Facilitation Cell with 03 counters which is always crowded by pensioners whereas Accounts Officers and other Senior Officer keep their premises locked. It is difficult to hold any meeting with them unless they themselves schedule / convene such meetings.

viii. There are 11 cases which are pending for more than one month and lying with different AGPRs. All these cases have been submitted to different AGPRs. The Departmental Rep of PMD visited AGPR, Islamabad on 22-04-2016 to get endorsement of the AGPR Rep. The concerned Accounts Officer Mr. Waqar Ahmed informed that their system is not yet fully automated and he cannot affix his signature on declaration. He suggested that PMD should write a letter to Dy. AGPR (Pension) alongwith list and then a reply would be sent to PMD after getting feedback from Sub-Offices of AGPR. Thereafter, AGPR, Islamabad has been approached vide letter No. PEN-8(5)/IBD/2016/970-73 dated 25-04-2016.

ix-x. A centralized automated monitoring and evaluation system can be established by AGPR in collaboration with IT, Division.

xi. Joint Secretary (Admin) / Focal Person of Aviation Division presided over meeting on 20-04-2016 wherein Focal Persons of all attached departments also participated. The detailed discussion on how to streamline the system and remove obstacles, was held.

xii. All directives received from Wafaqi Mohtasib Secretariat have been uploaded on PMD's website.

Directives Dated 07-04-2016

2.
 - i. As above.
 - ii. A list of employees scheduled to be retired in next month has been uploaded on website and their notification have also been issued.
 - iii. Position stated in para-3(viii) above.
 - iv. PMD shall ensure that all disciplinary proceedings or inquiries are completed well ahead of date of retirement and no such inquiries shall cause delay in disposal of pension cases.

- v. Suitable directions regarding timely submission of ACRs / PER have been passed on to all concerned vide our memo dated 16-04-2016.
- vi. Position stated in para-3(xi) of part-I.
- vii. Position stated in para-3(v) of part-I.
- viii. Position stated in para-3(ix-x) of part-I.
- ix. The directives dated 16-02-2016 issued by Wafaqi Mohtasib Secretariat are already uploaded on PMD's website.