

Minutes of the 14th Meeting of the Executive Committee of the Chamber

Date and Time: 25th November , 2023 at 11:30 am
Venue: Gujar Khan
Participants: Mr. Saqib Rafiq (President in Chair)
Mr. Muhammad Hamza Sarosh (SVP)
Mr. Faisal Shahzad (VP)
Ch. Nadeem A. Rauf (Immediate Past President)
(Participated via Zoom).
Mr. Abdul Rauf
Mr. Mudasir Maqbool
Mr. Muhammad Rafique Khan
Mr. Shahid Qayyum
Chaudhry Jamil Ahmed
Mr. Kashif Raheem (participated via Zoom)
Khawaja Farooq Ali
Mr. Muhammad Akram
Mr. M. Tariq Najeeb Butt
Mr. Ikram-ur-Rehman Abbasi
Mr. Waseem Aslam
Mr. Asad Aftab
Ms. Gull Zaiba Jawad

Regrets: Mr. Waqas Bin Mahmud
Mr. Asim Mahmood
Mr. Abu Baker Siddique
Ms. Sadia Zia
Mr. Martin Pervez

The 14th meeting of the Executive Committee of the Chamber started with the recitation of Holy Quran by Mr. Faisal Shahzad, Vice President. Mr. Muhammad Hamza Sarosh who started the meeting welcomed all Executive Committee Members for their attendance.

Later the President started the proceedings according to the following agenda points which were circulated vide letter No.12/2023/4885 dated 21st November, 2023:

Res. No.110: To Offer Condolence/Fatiha Prayer for the deceased persons

House offered Fatiha Prayer over the death of daughter of Mr. Shakil Munir, Former President Islamabad Chamber of Commerce and Industry. Fatiha/Dua was offered by Mr. Muhammad Akram.

House also prays for the good health of Ms. Gulzaiba Jawad.

Res. No. 111: To confirm the Minutes of the 13th Meeting of the Executive Committee held on 28th October, 2023.

Mr. Saqib Rafiq, President RCCI announced the agenda item No. 2 for approval.

Decision

The minutes of the 13th Executive Committee Meeting held on 28th October 2023 and Emergent Meeting held on 20th October, 2023 were approved by Mr. Abdul Rauf and Mr. Mudasir Maqbool and seconded by Mr. Muhammad Rafique Khan and Mr. Shahid Qayyum. House also accorded a unanimous approval for the Minutes of the 13th Executive Committee Meeting.

Res. No.112: To consider the applications for the Chamber's Membership of the firms/companies mentioned in the attached list.

President announced the agenda item No. 3 for approval.

Decision:

The total of 186 applications for Associate Class and 84 applications for Corporate Class were approved by Chaudhry Jamil Ahmed and Khawaja Farooq Ali and seconded by Mr. Asad Aftab and Ms. Gulzaiba Jawad. House also accorded a unanimous approval.

Res. No.113: To overview the activities from last executive committee Meeting till date

Senior Vice President Mr. Muhammad Hamza Sarosh briefed the activities of past one month.

During the discussion Khawaja Farooq Ali suggested that there should be more participation of Executive Committee Members in all the delegation going to different departments, embassies etc. as per the practice of previous tenure.

Senior Vice President Mr. Muhammad Hamza Sarosh replied that we are trying to accommodate Executive Committee Members as much as possible and we will also look into it for future visits.

Res. No.114: To discuss monthly financial statement of Chamber

President Mr. Saqib Rafiq briefed the financial position to the house. He informed that total revenue collected during the past one month was Rs.4,636,500/- and expense incurred was Rs.6,717,888/- He further informed that the expenses for the month remained the same with two additional expenses i.e. the visit of Chief Minister Punjab and Cabinet Members of Punjab to RCCI dated 3rd October, 2023 for the Ground Breaking Ceremony of “**RCCI Display Center for Women Entrepreneurs, SMEs and Cottage Industry**” and Purchase of Membership Certificate Books from FPCCI. He further informed that the price per book is Rs.10,000/- which was increased to Rs.15,000/- per book after 5 days of our order and these books will be used for Annual Renewal and for new Membership in the coming years.

Decision:

Mr. Muhammad Akram and Mr. Tariq Najeeb Butt approved and Mr. Ikram-ur-Rehman Abbasi and Mr. Waseem Aslam seconded the summary of total revenue and expenses for the month ending October, 2023. House unanimously approved the details of revenue and expenses.

Res. No.115: To discuss the upcoming events of RCCI

President Mr. Saqib Rafiq requested Secretary General to brief the upcoming events of Chamber, Secretary General elaborated the upcoming events as follows:

- Entrepreneurship for Special People – 4th December, 2023.
- Visit Aiwan-e-Sadr Islamabad – 5th December, 2023.
- Blood Donation Camp – 7th December, 2023.
- GEW Closing – 14th December, 2023.
- Working Women Day – 21st December, 2023.

President requested Ms. Gull Zaiba Jawad for her active participation for GEW and Working Women Day if her health is good. She replied that she is still on recovery mode but she will try to put her best.

President also requested other members of Executive Committee for maximum participation in all upcoming events as discussed.

Res. No.116: Approval of RCCI Staff Matters.

House approved the following employment cases:

Mr. Hamid Kiyani – MTO (Finance Department)

Approved the appointment as Finance Officer on one year contract w.e.f. expiry of internship contract i.e. from 5th November , 2023.

Ms. Saisha Rasheed – MTO (Facilitation Department)

Approved the appointment as Membership Officer/Facilitation Officer on one year contract w.e.f. expiry of internship contract i.e. from 17th November , 2023.

Mr. Abdul Haseeb – MTO (Facilitation Department)

Approved the appointment as Facilitation Officer on one year contract w.e.f. expiry of internship contract i.e. from 2nd November , 2023.

Res. No.117: Any other point with the permission of the Chair.

Secretary General Mr. Irfan Manan Khan briefed the house about the Standard Operating Procedures (SOPs) concerning the handling of forgery or false information related to Visa Letters & Delegations. The attached document contains the outlined SOPs, providing a comprehensive guideline on the necessary steps and protocols to be followed in the event of suspected forgery or the presence of false information within Visa Letters & Delegations.

President Saqib Rafiq gave a period of one week for the house to review and offer any proposals, suggestions, or input regarding the SOPs mentioned afterwards the SOPs will be held approved.

Khawaja Farooq Ali inquired about the List/EOI by members for acquiring plots in the proposed Industrial Estate of Ring Road. Senior Vice President replied that this is just an expression of interest by members, whereas the plots will not be allocated on the basis of application alongwith the requirement of land which will help the government to allocate the land. He further added that we should give more demand in terms of land than the actual requirement to facilitate many others who have not submitted their forms.

Vice President Mr. Faisal Shahzad suggested that the fee for the Chinese Guarantee letters should be increased to Rs.25,000/- for company's employees whereas the fee for the member will remain the same.

President suggested an open house meeting with members of different areas of Rawalpindi and Four (04) members Committee namely Mr. Muhammad Rafiq Khan, Mr. Shahid Qayyum, Chaudhry Jamil Ahmed and Ms. Gull Zaiba Jawad designated to arrange the open houses.

Since there was no other point, the meeting was adjourned with vote of thanks to the chair.

(Irfan Manan Khan)
Secretary General