



Date Lahore May 16, 2019

1. Senior Member, Board of Revenue
2. Secretary Finance, Government of the Punjab
3. Secretary, Local Government & Community Development Department
4. Secretary, Industries, Commerce and Investment Department
5. Secretary, Law & Parliamentary Affairs Department
6. Secretary, Labor & Human Resource Department
7. Secretary, Excise & Taxation Department
8. Secretary, Environment Protection Department
9. Secretary, Energy Department, Government of the Punjab
10. Secretary, HUD & PHE Department
11. Chairperson, Punjab Revenue Authority, Government of the Punjab
12. Director General, Lahore Development Authority
13. Director General, Punjab Land Records Authority
14. Director General (E-Governance), Punjab Information Technology Board
15. President, Bank of Punjab
16. Commissioner, Punjab Employees Social Security Institution
17. Chief Executive Officer, Punjab Board of Investment & Trade
18. Chief Executive, Lahore Electric Supply Company (LESCO)
19. Managing Director, Pakistan Electric Power Company (PEPCO)
20. Managing Director, National Transmission & Dispatch Company (NTDC)

Subject: MINUTES OF 17TH MEETING OF THE PROVINCIAL WORKING GROUP ON EASE OF DOING BUSINESS REFORMS AGENDA OF PUNJAB – SPRINT- IV ACTIVITIES

I am directed to refer to the subject cited above and to enclose minutes of 17th meeting of the provincial working group on Ease of Doing Business Reforms Agenda of Punjab – Sprint-IV activities held on 10.05.2019 (Friday) at 02:30 PM under the Chairmanship of Chief Secretary, Punjab in the Committee Room of S&GAD Department for your information and further necessary action please.

Haram Ajmal

(HARAM AJMAL)
Program Officer, PIU

CC:-

1. Deputy Secretary Staff to Chief Secretary Punjab
2. PSO to Minister Finance, Government of the Punjab
3. PSO to Chairman, P&D Board
4. PS to Secretary, P&D Board
5. PS to Program Director, PIU, P&D Board

Subject: MINUTES OF 17th MEETING OF THE PROVINCIAL WORKING GROUP ON EASE OF DOING BUSINESS REFORMS AGENDA OF PUNJAB – SPRINT-IV ACTIVITIES

The 17th meeting of the Provincial Working Group on Ease of Doing Business (EODB) Reforms in Punjab was held on 10.05.2019 (Friday) at 02:30 PM under the chairmanship of Chief Secretary, Punjab and several senior representatives from relevant implementing agencies. The objective of the meeting was to review the implementation status of Doing Business Reforms Sprint – IV activities which were to be implemented from February 2019 to April 2019 (**List of participants attached at Annex-A**).

2. The meeting started with welcome remarks by Chief Secretary, Punjab followed by a presentation by Mr. Iftikhar Ali Sahoo, Secretary, Planning & Development (P&D) Board who highlighted the progress of the key reform actions under Sprint-IV that are in process by the relevant implementing agencies.

3. After detailed deliberations with the key implementing agencies, the following decisions were taken:

Indicator/Area	Action Item/Interventions	Discussion/ Decision	Responsible Entity	Deadline
Starting a Business	Ensure availability of online fee payment facility on the provincial level	Finance Department to completely roll-out online payment facility by 30.05.19.	Secretary Finance	30.05.19
		Punjab Information Technology Board (PITB) and Finance Department to organize a proper launch and dissemination of the online payment facility by June 2019.	Secretary Finance Chairman PITB	10.06.19
	Fee Waiver for Registration of partnership firms	It was informed that the Chief Minister directed to send the fee waiver summary to Standing Committee for Legislative Business. The committee rejected the fee waiver proposition and in turn increased the registration fee. Industries Department to send the summary to cabinet for onward submission to Punjab Assembly. The chair desired that the case may be expedited and approval be obtained at the earliest.	Secretary Industries	Immediate

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	Integrate Business Registration Portal with Federal Board of Revenue (FBR)	BOI to be requested to take up the matter with FBR and expedite the process of integration of the business registration portal with FBR. In this regard, DO letter duly signed by Chief Secretary Punjab to be sent to BOI.	Chairman PITB	13.05.19
Property Registration	Digitization of Urban Land Records	The committee under the chairmanship of Chairman P&D Board has already been notified for this agenda. DG, PLRA to maintain regular follow up on this agenda item and update on the road map may be provided to this house in the next meeting.	DG PLRA	On-Going
	Online Issuance of Fard	PLRA to ensure launch of online issuance of Fard by 30.05.19.	DG PLRA	30.05.19
	Online fee payment of Fard	PLRA in collaboration with Finance Department to implement E-payments of Fard.	Secretary Finance DG PLRA	30.05.19
	Fully automate the process of paying stamp duties.	Implementation of E-Stamping initiative to be ensured by 20.05.19.	SMBR Chairman PITB	20.05.19
Construction Permits	Automation of construction permits at LDA, including electronic submission of applications	PITB to provide continuous technical support to LDA till the maturity of the E-permit system. In this regard, a Memorandum of Understanding (MoU) to be signed between PITB and LDA for continuous support.	DG LDA Chairman PITB	On-going 13.05.19
	Agriculture land use conversion from prohibited to permitted use by LDA for building warehouses falling under Metropolitan Corporation Lahore	The chair desired that since it's a multi departmental issue therefore a meeting to be convened under the Chairmanship of Chief Secretary Punjab to deliberate upon this issue.	DG LDA Secretary LG&CD Secretary Environment	Immediate

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<p>No Objection Certificate (NOC) for non-hazardous warehouse from Environment Protection Department</p>	<p>It was informed by EPA that notification regarding non-hazardous warehouses was withdrawn because of the court orders. However, the department is firming up proposals to sort out this issue. The department has prepared a summary in this regard. The chair desired that summary should be expedited and be submitted to CM office next week.</p>	<p>Secretary Environment</p>	<p>20.05.19</p>
<p>Automation of LDA's existing records / Complete Automation of LDA</p>	<p>Meeting to be convened by LDA to discuss complete automation of LDA with PITB, P&D Board and World Bank. PITB to provide technical support to LDA for complete automation.</p>	<p>DG LDA</p>	<p>20.05.19</p>
	<p>It was discussed that the One Window Facility Center at LDA requires upgradation; therefore, the chair desired that options may be explored to upgrade the existing center to provide quality services to the clients.</p>	<p>Chairman PITB</p>	<p>On-Going</p>
		<p>DG LDA</p>	<p>On-Going</p>
<p>Re-engineer business processes for all construction types to allow the Lahore Development Authority (LDA) to get No Objection Certificates (NOCs) directly from the required agencies.</p>	<p>It was informed that a meeting with Secretary Environment was convened and it was agreed that Environment Department will take Finance & Trade Centre as a test case to provide NOC for multistory building. The chair however desired that the support from World Bank may be provided for business process reengineering of LDA.</p>	<p>DG LDA Secretary Environment</p>	
<p>Allow architects to sign-off on the completion certificate for low-cost buildings, while ensuring the quality of professional qualifications.</p>	<p>LDA to discuss the matter in the upcoming authority meeting and present the decision in the next Provincial Working Group meeting.</p>	<p>DG LDA</p>	<p>30.05.19</p>
<p>Online payment of all dues to be paid to LDA (including WASA & TEPA)</p>	<p>LDA to ensure hiring of SAP consultant and ensure implementation of this activity by 30.05.2019.</p>	<p>DG LDA</p>	<p>30.05.19</p>

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	Mobile application for E-permit system of LDA	LDA and PITB to sign a Memorandum of Understanding (MoU) on 13.05.19 to enable submission of building permit applications through E-khidmat centers.	DG LDA Chairman PITB	13.05.19
	Improve the risk-based categorization of buildings and introduce a risk-based approach during the application phase and inspection phase.	World Bank to provide technical assistance to LDA for this activity.	DG LDA	On going
Getting Electricity	LESCO to initiate a summary for amendment in law to ensure that Test Reports are obtained after the building's construction is complete.	Decision of NEPRA on the proposed amendments to be communicated to P&D Board by next week.	CEO LESCO	20.05.19
	Streamline internal wiring inspection			
	Introduce a set of measures to reduce several outages to enable Punjab to score on the reliability of supply and transparency of tariff index	LESCO to continue its existing efforts to reduce the power outages.	CEO LESCO	On going
Modernization and Automation of Business Regulations	Inventory of Business Regulations	It was informed by the World Bank that Prime Minister has desired to review all federal and provincial regulations with a view to rationalize, modernize and automate business regulations in Pakistan as a part of government's ongoing focus on facilitating private sector by reducing red tape, cost of regulations, and reduce entry barriers for new businesses. In this regard, as a first step complete stock take of the existing business licenses, registrations, NOC etc. being issued at the provincial and	P&D Board	On Going

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		district level needs to be undertaken. The chair mentioned that this is an important initiative and desired that P&D Board may take the lead and immediately initiate the exercise of collecting information regarding all types of business regulations. The next step would be to analyze and review all those business regulations and firm up proposals to rationalize, reduce and modernize the same to reduce cost and time of doing business.		
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4. In his concluding remarks Chief Secretary, Punjab mentioned that P&D Board should maintain a continuous follow up with departments to track the implementation status and update the Chief Secretary's office with the progress. He further mentioned that all those reforms which have been implemented by the departments should be communicated to the relevant quarters effectively. Secretary P&D Board mentioned that P&D Board is already providing support to the implementing agencies for dissemination of reform efforts. The chair further desired that the Provincial Working Group and P&D board must be apprised about any development regarding existing reforms implemented under Ease of Doing Business Reforms Agenda by the implementing departments.

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5. The meeting ended with a mutual vote of thanks.

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Annex-A

LIST OF PARTICIPANTS

1. Mr. Yousaf Naseem Khokhar, Chief Secretary, Punjab. (In Chair)
2. Mr. Abdullah Khan Sumbal, Secretary Finance Department.
3. Mr. Tahir Khurshid, Secretary IC&I Department.
4. Mr. Iftikhar Ail Sahoo, Secretary, P&D Board.
5. Ms. Sara Aslam, Secretary, Labour & HR Department.
6. Mr. Omar Jahangir, Additional Secretary, Energy Department.
7. Mr. Muhammad Shafiq Ahmad, Special Secretary, HUD & PHE Department.
8. Mr. Nasim-u-Rehman, Director, Environment Protection Department.
9. Mr. Shafaat Ali, Additional Secretary, ET&NC Department.
10. Mr. Aslam Rao, Director General, PLRA.
11. Mr. Javed Ahmed, Chairperson, Punjab Revenue Authority (PRA).
12. Ms. Amna Imran, Director General, Lahore Development Authority (LDA).
13. Mr. Azfar Manzoor, Chairman, PITB.
14. Mr. Akram Ashraf Gondal, Director General, Excise & Taxation Department.
15. Mr. Mahmood Masood Tamana, Director General (I&M), LG&CD.
16. Ms. Kalsoom Saqib, Vice Commissioner, PESSI.
17. Mr. Sajid Latif, Director General (E-Governance), PITB.
18. Mr. Faisal Yousaf, Director General, PITB.
19. Mr. Abdul Moeed Tariq, Joint Director (IT), PITB.
20. Mr. Muhammad Sohail Qadri, Director, Punjab Board of Investment & Trade
21. Mr. Zahid Salem, Chief Engineer (DIS), PEPCO.
22. Mr. Khawaja Riffat Hassan, General Manager (D&E), NTDC.
23. Mr. Mujahid Chattah, Chief Executive Officer, LESCO.
24. Mr. Nauman Malih, Deputy Manager, LESCO.
25. Mr. Malik Ishfaq, Deputy Manager, LESCO.
26. Dr. Khawaja Riffat Hassan, General Manager, NTDC
27. Mr. Rubia Latif, Deputy Director, Law Department.
28. Mr. Amjad Bashir, World Bank Group.

29. Mr. Noefl Daud, The Bank of Punjab.

30. Mr. Ali Jalal, Program Director, PIU, P&D Board.

31. Mr. Hassan Tariq, M&E Specialist, PIU, P&D Board.

32. Ms. Haram Ajmal, Program Officer, PIU, P&D Board.

33. Ms. Mishka Khan, Program Officer, PIU, P&D Board.

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