



No. PIU/P&D/EODBP/001/2017/104  
GOVERNMENT OF THE PUNJAB  
PROGRAM IMPLEMENTATION UNIT  
PLANNING & DEVELOPMENT BOARD  
Ph: 042-99332566- Fax: 042-35750284

Date Lahore December 06, 2018

1. Secretary, Finance Department
2. Secretary, Local Government & Community Development Department
3. Secretary, Industries, Commerce & Investment Department
4. Secretary, Law & Parliamentary Affairs Department
5. Secretary, Labor & Human Resource Department
6. Secretary, Environment Protection Department
7. Commissioner, Punjab Employees Social Security (PESSI)
8. Chairman, Punjab Information Technology Board (PITB)
9. Director General, Lahore Development Authority (LDA)
10. Director General, Punjab Land Record Authority (PLRA)
11. Chief Executive, Lahore Electric Supply Company (LESCO)
12. Senior Economist, World Bank Group

**Subject: MINUTES OF REVIEW MEETING ON IMPLEMENTATION OF SPRINT – III  
ACTIVITIES UNDER EASE OF DOING BUSINESS REFORMS AGENDA OF  
PUNJAB**

I am directed to refer to the subject cited above and to enclose minutes of review meeting on implementation of Sprint – III activities under Ease of Doing Business Reform Agenda of Punjab held on 30.11.2018 (Friday) at 09:30 AM under the chairmanship of Chairman, Planning & Development (P&D) Board in the Auditorium of P&D Department for your information and further necessary action please.

*Haram Ajmal*

(HARAM AJMAL)  
Program Officer, PIU

**CC:-**

1. PSO to Chairman P&D Board
2. PS to Secretary P&D Board
3. PS to Program Director, PIU, P&D Board

**Subject: MINUTES OF REVIEW MEETING ON IMPLEMENTATION OF SPRINT  
– III ACTIVITIES UNDER EASE OF DOING BUSINESS REFORMS  
AGENDA OF PUNJAB**

Review meeting on implementation of Sprint – III activities under Ease of Doing Business (EODB) Reforms in Punjab was held on 30.11.2018 (Friday) at 09:30 AM under the chairmanship of Chairman, Planning & Development (P&D) Board. The objective of the meeting was to review the implementation status of Doing Business Reforms Sprint-III (**List of participants attached at Annex-A**).

2. The meeting started with welcome remarks by Chairman, P&D Board followed by a presentation by Program Director, Program Implementation Unit (PIU), Planning & Development Board who highlighted the key reform actions under Sprint-III that are already under implementation by the relevant implementing agencies.

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

Indicator	Action Item	Decision	Responsible Department
Starting a Business	Complete integration of the Virtual One Stop Shop (VOSS) with provincial Business Registration Portal to create an electronic one stop shop	Punjab Information Technology Board (PITB) to ensure complete integration of Punjab Business Registration portal with Securities and Exchange Commission of Pakistan's (SECP) Virtual One Stop Shop (VOSS) by 15.12.2018	Punjab Information Technology Board
		PITB to provide assistance to Labour Department for self-declaration certificate of business entity employers in order to expedite the registration process.	Punjab Information Technology Board/Labour Department

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	Ensure availability of online fee payment facility on the provincial level	Industries, Commerce and Investment (ICI) Department to immediately move summary for waiver of registration fee specified under partnership act.	Industries, Commerce and Investment Department
Property Registration	Introduce inter-government electronic procedure to obtain non-objection certificates and clearances (one government principle) to shift responsibility for the procedure from an applicant to the government	Chairman P&D Board, Secretary P&D Board and Program Director, PIU to hold a meeting for this intervention with PLRA.	Punjab Land Records Authority
	Online Issuance of Fard	PLRA to ensure implementation of online issuance of Fard by 28.02.2018.	Punjab Land Records Authority
	Online fee payment of Fard	PLRA in collaboration with the Finance Department to implement E-payments.	Finance Department / Punjab Land Records Authority
Construction Permits	Automation of construction permits at LDA, including electronic submission of applications	LDA in collaboration with PITB to ensure end to end automation of construction permits for all categories by 31.12.2018	Lahore Development Authority/Punjab Information Technology Board
		PITB to help LDA create database linkages with Environment Protection Environment (EPA) Department	

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		to obtain NOC through online portal/software developed by PITB.	
		Chairman P&D Board, Secretary P&D Board and Program Director, PIU to hold a separate meeting for this intervention with EPA Department, LDA and PITB	
		PITB to help LDA publish a booklet/animation of regulations and procedures of obtaining a building permit for the ease of public and effectively disseminate this information to the private sector.	
	Link LDA system with PLRA to expedite procedure 1 – Obtain letter from the relevant land owning authority confirming the land title from 2 to 1 day.	PLRA to sign the Service Level Agreement with LDA to link their systems immediately.	LDA/Punjab Land Records Authority
Paying Taxes	Complete implementation of E-payments of social security and pension contributions	PESSI to expedite the process of e-payments of social security and pension contribution issue and take up the matter immediately with Finance Department	PESSI/Finance Department
Getting Electricity	Take steps to reduce number of outages to be able to score on the Reliability of supply	Chairman P&D Board, Secretary P&D Board and Program Director,	LESCO

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	and transparency of tariff index	PIU to hold a separate meeting for this intervention with Secretary Energy and CEO, LESCO. LESCO to write a letter to National Electric Power Regulatory Authority for reducing the number of outages	
Enforcing Contracts	Introduce efficient rules for Commercial Court and accompanying Bench Book for Punjab	An in-house meeting to be convened under the chairmanship of Chairman P&D Board on this indicator.	PIU/Lahore High Court
	Operationalize the Commercial Bench in Lahore High Court and Lahore District Court		
	Introduce provisions limiting adjournments at the Commercial Bench in Punjab to improve the Judicial Quality Index		
	Improve case management system at Lahore High Court and Lahore District Court		

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

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**Annex-A**

**LIST OF PARTICIPANTS**

1. Mr. Habib-ur-Rehman Gillani, Chairman P&D Board. (In Chair)
2. Mr. Iftikhar Ali Sahoo, Secretary P&D Board
3. Mr. Amna Imran Khan, Director General, LDA
4. Ms. Sara Aslam, Secretary Labour & HR Department.
5. Mr. Rana Obaid Ullah, Additional Secretary (Budget), Finance Department
6. Mr. Sarah Hayat, Deputy Secretary (RES-I), Finance Department
7. Mr. Aslam Rao, Director General, PLRA.
8. Mr. Muhammad Waseem Bhatti, Additional Director General, PITB
9. Ms. Saima Sheikh, Director Training & Development, PITB.
10. Mr. Faiz ul Hassan, Additional Director General Projects, PLRA
11. Mr. Muhammad Naeem Tahir, Director, Law Department.
12. Ms. Amna Azam, Program Coordinator, PITB
13. Mr. Babar Abbas, Director General, PESSI
14. Mr. Rizwan Javed, Director (IT), PESSI
15. Mr. Imran Abdul Ghani, Project Director, PITB
16. Mr. Mahmood Masood Tamana, Director General (I&M), LG&CD
17. Mr. Kamran Pervaiz, Director One Window Cell, LDA
18. Mr. Nauman Malih, Deputy Manager (Commercial), LESCO
19. Mr. Muhammad Ashfaq Malik, Deputy Manager, LESCO
20. Mr. Amjad Bashir, Senior Economist, World Bank
21. Mr. Javed Iqbal Malik, Sr. Economic Advisor, IC&I Department.
22. Mr. Namdar Subhani, Section Officer, Law Department
23. Mr. Ali Jalal, Program Director, PIU, P&D Board
24. Mr. Hassan Tariq, M&E Specialist, PIU, P&D Board
25. Ms. Haram Ajmal, Program Officer, PIU, P&D Board
26. Ms. Mishka Khan, Program Officer, PIU, P&D Board

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