



No. PIU/P&D/EODBP/001/2017/ 108
GOVERNMENT OF THE PUNJAB
PROGRAM IMPLEMENTATION UNIT
PLANNING & DEVELOPMENT BOARD
Ph: 042-99332566- Fax: 042-35750284

Date Lahore December 13, 2018

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

Subject: MINUTES OF 13TH MEETING OF THE PROVINCIAL WORKING GROUP ON EASE OF DOING BUSINESS REFORMS AGENDA OF PUNJAB – SPRINT- III ACTIVITIES

I am directed to refer to the subject cited above and to enclose minutes of 13th meeting of the provincial working group on Ease of Doing Business Reform Agenda of Punjab – Sprint-III activities held on 10.12.2018 (Monday) at 03:00 PM under the Co-Chairmanship of Chief Secretary, Punjab and Minister for Finance, Government of the 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 13th MEETING OF THE PROVINCIAL WORKING GROUP ON EASE OF DOING BUSINESS REFORMS AGENDA OF PUNJAB – SPRINT-III ACTIVITIES

The 13th meeting of the Provincial Working Group on Ease of Doing Business (EODB) Reforms in Punjab was held on 10.12.2018 (Monday) at 03:00 PM under co-chairmanship of Chief Secretary, Punjab and Minister for Finance, Government of the 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-III (**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-III 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	Complete integration of the Virtual One Stop Shop (VOSS) with provincial Business Registration Portals to create an electronic one stop shop	The Chief Secretary's office to sensitize Securities and Exchange Commission of Pakistan (SECP) to expedite the integration of Virtual One Stop Shop (VOSS) with Punjab Business Registration Portal by 15.12.18.	DG(E-Governance) PITB	15.12.18
	Ensure availability of online fee payment facility on the provincial level	Finance Department explained that online payment facility for payments regarding Punjab Revenue Authority taxes which constitutes 55% of the overall provincial tax payments will be made available by 31.12.18.	Secretary Finance	31.12.18

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		Finance Department to completely roll-out online payment facility for rest of the provincial tax payments by 31.05.2019.		31.05.19
	Fee Waiver for Registration of partnership firms	Secretary Industries to put up proposal for fee waiver for registration fee for partnership firms.	Secretary Industries	Immediate
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	Punjab Land Records Authority to finalize a Service Level Agreement (SLA) with Excise & Taxation (E&T) Department for issuance of No Objection Certificates (NOC).	DG PLRA	31.12.18
	Digitization of Urban Land Records	A committee under the Chairmanship of Chairman P&D Board with representation from Board of Revenue, Lahore Development Authority, Punjab Land Records Authority, Finance Department, Housing Department, Local Government & Community Development Department and Aukaf Department to be notified. The committee to deliberate on digitization of Urban land records.	Chairman P&D Board	18.12.18
	Online Issuance of Fard	Hardware issues and up gradation of existing data center of PLRA urgently needs to be addressed. In this	SMBR DG PLRA	18.12.18

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		regard, Board of Revenue and PLRA to immediately finalize re-appropriation of funds in consultation with Finance Department.		
		PLRA to ensure online issuance of Fard within the set deadline	DG PLRA	28.02.19
	Online fee payment of Fard	PLRA in collaboration with Finance Department to implement E-payments.	Secretary Finance	31.12.18
Construction Permits	Automation of construction permits at LDA, including electronic submission of applications	End-to-end automation of all types of construction permits issuance. PITB and LDA would frame Business Process Re-engineering (BPR) and would develop a mobile application by 26.12.18.	DG LDA DG(E-Governance) PITB	26.12.18
		LDA to deliberate upon shifting the responsibility and onus for approval of maps on architects; whereas, LDA should only be the inspection body. LDA to share proposal/plan in the next meeting.	DG LDA	26.12.18
	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 this week.	DG LDA DG PLRA	14.12.18
	Agriculture land use conversion from prohibited to permitted use by LDA for building warehouses falling	Approval to be given to convert agriculture land use from prohibited to permitted use by LDA for building	DG LDA	Immediate

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	under Metropolitan Corporation Lahore	warehouses falling under Metropolitan Corporation Lahore		
Paying Taxes	Complete implementation of E-payments of social security and pension contributions	Online payment of social security and pension contributions to be ensured before End of February 2019.	Commissioner PESSI	28.02.19
		Alternatively, Commissioner PESSI to ensure reducing frequency of payments from monthly to quarterly payments before 31.12.2018.	Commissioner PESSI	31.12.18
Getting Electricity	Take steps to reduce number of outages to be able to score on the Reliability of supply and transparency of tariff index	Process mapping of the last one year for getting a new electricity connection to identify reasons for delay by LESCO before 21.12.2018. A meeting to be scheduled between LESCO, World Bank, and P&D Board for the same.	CEO LESCO	31.12.18
		LESCO and Energy Department to revisit the process of wiring inspections in order to ensure that duplication is avoided. LESCO and Energy Department to work on automation in order to reduce human interface.	CEO LESCO	26.12.18
Enforcing Contracts	Approval of Alternate Dispute Resolution (ADR) Act.	Law Department to ensure that legislative process of ADR Act is expedited. The Chief Secretary office to take up the matter to place the same in the next Cabinet Meeting.	Secretary Law Secretary I&C	Immediate

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Communication /Dissemination		All the implementing agencies to devise and implement an effective communication strategy/plan for dissemination of reforms initiatives which will be consolidated by P&D Board.	All implementing agencies P&D Board	Continuous
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4. In addition to above mentioned Doing Business Indicators component, Punjab Board of Investment & Trade was allowed to undertake the detailed task of mapping business process activities undertaken by different Provincial & Federal Government Departments while avoiding duplications. It was further decided that the progress of this assignment shall also be reviewed by the Provincial Working Group. In this regard, a formal circular may be issued by the Industries Department.

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5. In his concluding remarks Chief Secretary, Punjab mentioned that P&D Department should maintain a continuous follow up with departments and keep tracking the implementation status and updating the Chief Secretary's office with the progress. He further mentioned that all those reforms which have been implemented should be communicated to the relevant quarters. Minister for Finance, Punjab in his concluding remarks highlighted that all departments should also deliberate to facilitate businesses in general and a holistic view be adopted to identify tangible issues that are persistent and need to be resolved to create an enabling business environment in the Province.

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

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Annex-A

LIST OF PARTICIPANTS

1. Mr. Makhdoom Hashim Bakht, Finance Minister, Punjab.
2. Mr. Yousuf Naseem Khokhar, Chief Secretary, Punjab.
3. Mr. Habib-ur-Rehman Gilani, Chairman P&D Board.
4. Mr. Hamed Yaqoob Sheikh, Secretary Finance Department.
5. Mr. Iftikhar Ali Sahoo, Secretary P&D Board.
6. Mr. Javed Ahmad, Chairman, Punjab Revenue Authority.
7. Ms. Sara Aslam, Secretary, Labour & HR Department.
8. Mr. Nadeem-Ur-Rehman, Secretary, Industries Department.
9. Mr. Sher Alam Mahsud, Secretary, ET&NC Department.
10. Mr. Mujahid Chattah, Chief Executive Officer, LESCO.
11. Mr. Jahanzeb Burana, Chief Executive Officer, PBIT.
12. Ms. Amna Imran Khan, Director General, LDA.
13. Mr. Sajid Latif, Director General E-Governance, PITB.
14. Mr. Mahmood Masood Tamana, Director General (I&M), LG&CD
Department.
15. Mr. Aslam Rao, Director General, PLRA.
16. Mr. Saqib Manan, Commissioner, PESSI.
17. Ms. Saniya Awais, Managing Director, Energy Department.
18. Mr. Sajjad Ahmad Khan, Additional Secretary, Environment Department.
19. Ms. Saima Sheikh, Director (T&D), PITB.
20. Mr. Nauman Mahmood Malih, Deputy Manager (Commercial), LESCO.
21. Mr. Mujahid Saeed Rana, CSD, LESCO.
22. Mr. Ilyas Ahmad, Deputy Managing Director, NTDC.
23. Mr. Adnan Riaz Mir, General Manager (Technical), PEPCO.
24. Mr. Sohail Qadri, Director, PBIT.
25. Mr. Waseem Bhatti, Additional Director General (CFS), PITB.
26. Mr. Tahir Naeem, Director, Law Department
27. Mr. Kamran Pervaiz, Director (HQ), LDA.
28. Mr. Abdul Moeed Tariq, Joint Director (IT), PITB.

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

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

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

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

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