



**INTERNATIONAL POLICE ASSOCIATION  
PAKISTAN SECTION**

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**Subject: Minutes of 4<sup>th</sup> Annual General Meeting of the National Council, IPA Pakistan Section, held on April 2, 2016**

The 4<sup>th</sup> Annual General Meeting of the National Council (NC), IPA Pakistan Section, was held on April 2, 2016 at the Headquarters, Security Division, ICT Police, Islamabad. The meeting was chaired by Dr. Muhammad Shoaib Suddle, President IPA Pakistan Section, and attended by office bearers of National Executive Committee (NEC) as well as Regional Executive Committees (RECs). (List of attendees appended as Annex – I.)

2. The President welcomed the members and appreciated their participation. The presence of a quorum was ascertained and found in order. The agenda points deliberated upon and decisions taken are as follows:

Sr. No.	Agenda Item	Decision Taken	Action By
1.	Membership detail for 2015/16	Membership detail for 2015/16 was discussed at length. The President appreciated the count of 582 members – the highest ever in the history of IPA Pakistan. He stressed upon the need to further step up	Chairmen RECs / National Treasurer (NT)

		efforts to expand the membership.	
2.	Region-wise detail with comparative statement	Membership for each region was analyzed in comparison to the previous year. The RECs were requested to devise innovative measures to enhance the momentum of renewal as well as fresh membership.	Chairmen RECs / NT
3.	Renewal of Membership	The NT shall ensure that each member is contacted directly through email in the first week of January, requesting to get membership renewed asap. In pending cases, the first email reminder shall be issued in the first week of February, followed by a personal call by the NT. For cases still pending, NT shall issue 2 <sup>nd</sup> email reminder in the last week of February, followed by a phone call. It shall be duty of NT to maintain a proper record of all communications made at regularly updated addresses, including phone calls, and keep	SG, NT, Chairmen, RECs

		<p>the President, SG, and Chairmen RECs informed of the progress of renewal on fortnightly basis. Starting with the first week of March, the Chairmen RECs, in coordination with SG and NT, shall take the whole matter of renewal into their hands and ensure that the process is completed latest by March 31<sup>st</sup>.</p>	
4.	Fresh Membership	<p>In order to attract more members to the fold of IPA Pakistan, it was decided that every region shall hold at least one activity per quarter, inviting existing and potential IPA members of all ranks.</p> <p>On a promotional proposal floated by Mr. Sultan Azam Temuri, Chairman Islamabad-KP Region, it was decided that he would correspond with <i>The Educators</i> - a local chain of schools for discount to children of IPA members.</p> <p>Similarly, Mr. Sajid Kiani, Treasurer Islamabad</p>	<p>Chairmen RECs, Treasurer, Islamabad-KP Region, NT</p>

		Region, will communicate with <i>Shifa</i> and <i>Maroof</i> Hospitals for attractive deals for IPA members. All deals must be over and above any routine discounts.	
5.	Bank Accounts	The Baluchistan, Sindh and Islamabad-KP Regions must get their accounts opened without further delay.	Chairmen RECs of Baluchistan, Sindh, Islamabad-KP / NT for needful within a month.
6.	Audit Report 2015	The Audit Report 2015 was approved unanimously. The President pointed out the need for internal audit of NEC and RECs expenditures. In this regard, Mr. Sajid Kiani, Treasurer, Islamabad-KP Region volunteered to conduct internal audit of IPA accounts. The offer was gratefully accepted.	SG, NT, Chairmen RECs, Treasurer, Islamabad-KP Region for needful within a month.
7.	Issuance of Membership Cards and Procurement of Printing Machine	The issue of prompt issuance of fresh or renewed membership cards was discussed at length. It was decided that all record pertaining to membership needed to be properly inventorized and updated on a continuous basis. The	SG, NT, Treasurer, Islamabad-KP Region

		<p>darned attempt to cover undue delay by staff working with NT in issuance of membership card to Mr. Fiaz Toru, former IGP KP, was duly decried. NT needs to ensure that any attempt to hoodwink NC by his staff doesn't happen again. Also, in order to avoid unnecessary delays, Mr. Sajid Kiani and Mr. Mirvaiz Niaz will design appropriate software allowing online filing of applications, payment of membership fee, and digitization of membership data. As quality of cards was generally found to be satisfactory, the pending agenda item of purchase of a printing machine was dropped.</p>	
8.	Independent Regions of KP & AJK	<p>SG shall coordinate with Mr. Bashir Memon (IGP, AJK) and Mr. Kashif Zulfiqar (SP Peshawar, KP) or any other officer(s) interested in promoting the cause of IPA for establishment of separate regions for AJK &amp; KP, and keep the</p>	SG

		President informed of the progress made.	
9.	Establishing an Office for Sindh Region	The office for IPA Sindh Region has been established in space provided by Mr. Rasool Bakhsh Saand, Vice President, Sindh Region. All expenditure pertaining to furnishing, equipment and refreshments, etc. shall also be borne by Mr. Saand. Appreciating the gesture, NC extended a vote of thanks to Mr. Saand. SG to get a formal thank you letter issued within a week.	SG
10.	Provision of Land for Police Graveyard in Karachi	As the utility of land is perceived to be low (most people prefer burials at the nearest or ancestral graveyards), the agenda item was dropped.	
11.	Enrollment of Foreign Associate Members	SG shall engage with Police Officers of other countries posted in Pakistan but not already members of IPA, with a view to ascertain their interest in IPA activities.	SG
12.	Appointment of Office Assistant	In the interest of efficiency, it was decided to appoint a	SG to monitor progress on monthly basis

		<p>suitable Office Assistant/Record Keeper to assist the President and SG, initially on part time basis, against an honorarium of up to PKR 25000 per month.</p>	
13.	<p>Quarterly Meetings of Regional Committees</p>	<p>The President underscored the need of holding at least one Regional Committee meeting every quarter. Being a mandatory requirement under the IPA Pakistan constitution, the Chairmen RECs assured the NC to take necessary steps accordingly. Minutes of the quarterly meeting shall be regularly sent to SG.</p>	<p>SG, Chairmen RECs</p>
14.	<p>IPA Newsletter</p>	<p>The NC appreciated the efforts of the National Editor, Ms. Irum Abbasi, in bringing out the first IPA Pakistan Newsletter of 2016. The Newsletter shall be regularly issued and uploaded on the website of IPA Pakistan. SG to keep IAC and Chair Professional Commission (Ms May-Britt Rinaldo) informed of all relevant activities</p>	<p>SG, National Editor</p>

		of IPA Pakistan.	
15.	Yearly Contribution by Members of NC	Members of the NC who have not yet paid the agreed contribution of PKR 10,000 for 2015 and 2016 were requested to do so within thirty days.	Advisor, SG, NT
16.	Souvenirs	Samples of T shirts and other souvenirs to be displayed in the next NEC meeting for decision. SG to ensure that samples from multiple sources reach him well in time.	Advisor, SG, Chairmen RECs
17.	Miscellaneous  (a) Timely disposal of inquiries  (b) Willing cooperation of NC members	 Inquiries pending with the Chairman Sindh Region be concluded within a month, including the complaints of Mr. Nazeer Ahmed and Mr. Khaliq Ansari.  Any instance of non-cooperation or weak cooperation among NC members be discouraged and promptly reported to the President or SG, as the case may be, so that timely remedial measures could be put in place.	 Chairman Sindh Region, SG  All NC members

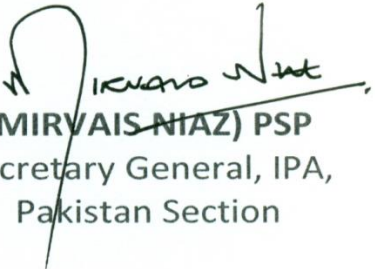


	<p>(c) Reward for a martyred Constable of Punjab Police</p>	<p>NC unanimously approved an amount of PKR 100,000 as reward for the family of a martyred SI Tajamal Hassan Mir, SHO Shad Bagh PS. Lahore, Punjab. He joined IPA in 2015 and was posted as SHO Shad Bagh PS. Lahore. On 30-01-2016. He embraced Shahadat in the line of duty, during an operation in DHA Lahore for the arrest of criminals.</p>	<p>SG, NT</p>
	<p>(d) Correspondence with foreign Embassies/High Commissions, etc. to prevent misuse of IPA forum</p>	<p>A letter to be sent to all foreign embassies / missions in Pakistan asking them to verify authenticity of applications submitted to them <i>directly</i> for issuance of visa.</p>	<p>SG</p>
	<p>(e) Official correspondence with IAC, etc.</p>	<p>Only SG IPA Pakistan is authorized officer to correspond with IAC and overseas IPA Sections, with a cc to the President IPA Pakistan, and, where necessary, with his prior approval.</p>	<p>SG, All NC members</p>

	<p>(f) Participation in the annual IPA World Congress and other IPA Events</p>	<p>Those interested in attending international events as observers / visitors are requested to comply with the given deadlines and finalize the required arrangements well in time. Delays lead to avoidable complications, even penalties, and reflect poorly on the Section. Potential attendees are advised to deposit the applicable fees, etc., in US \$s with NT well in time so as to avoid any complications in transferring equivalent amounts in foreign currency from IPA Pakistan's foreign currency account.</p>	<p>Chairmen RECs, SG, NT</p>
	<p>(g) IPA banners at events other than those of IPA Pakistan</p>	<p>In order to ensure that there was no unauthorized use of IPA platform, it was decided to completely disallow the raising of the IPA banner / use of IPA logo at events organized by other organizations, without approval of NEC.</p>	<p>SG, Chairmen RECs</p>

	(h) Ex post facto sanction of travelling bill of Ch Tasadduque Hussain for participation in IPA World Conference, Limassol, Cuprus, 13-18 October 2015	NC approved ex post facto sanction of half of the cost of air ticket for Ch Tasadduque Hussain's participation as observer in the IPA World Conference, Cyprus.	SG, NT
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3. SG shall keep the President informed of the implementation status of these decisions through **monthly** monitoring reports.

  
**(MIRVAIS NIAZ) PSP**  
 Secretary General, IPA,  
 Pakistan Section

**Distribution:**

- All members of IPA Pakistan Section.
- Website of IPA Pakistan Section.