

MINUTES OF NEC MEETING HELD ON 07.12.2013

A meeting of National Executive Committee, IPA Pakistan Section was held on 07.12.2013 at Hotel Crown Plaza, Lahore. The following IPA office bearers attended:

1. Dr. Shoaib Suddle, President
2. Ch. Tasadduque Hussain, Advisor
3. Mr. Mohammed Tahir Rai, Chairman, Punjab Region
4. Mr. Abdul Khaliq Ansari, ASG
5. Mr. Pervaz Hussain Butt, National Treasurer

The meeting was chaired by the President of IPA Pakistan Section, Dr. Mohammed Shoaib Suddle. The following decisions were made:

Sr. No.	Item	Decision	Action by
1.	Membership of IPA	The status of membership in Punjab Region was discussed at length. Issues relating to new membership & renewal were highlighted. The President stressed that the Regions needed to take necessary measures to increase new membership and also that old members were encouraged through personal contacts for timely renewal of their membership. It was also decided that the National Treasurer would send monthly updates to the President and the respective Regional Chairmen giving all relevant details, including email addresses of relevant members, for reminding them for doing the needful.	President / Chairmen / National Treasurer
2.	Updating of Membership Form on IPA website	Mr. Abdul Khaliq Ansari ASG pointed out that fresh subscription @ Rs.2,000 is mentioned on Membership Forms available on IPA website whereas the current membership fee was Rs.2,500 and the renewal fee Rs.2,000. It was decided to request the Chairman Islamabad-KP Region to ensure that the Membership Form was appropriately updated and the website did not contain any outdated / irrelevant content.	National Treasurer / Chairman Islamabad-KP Region
3.	Audit	It was decided that annual audit of IPA Pakistan Section accounts be completed by 31 st December through the Auditors of last year i.e. M/s Ahmed Company.	National Treasurer

4.	Reimbursement of expenses	It was decided that that the entitled members claiming reimbursement of expenses would do so @ admissible to them under government rules and in case of retired members, @ admissible at the time of their retirement; as amended by the government from time to time. Treasurer would ensure that all valid claims are supported by the required documentary evidence e.g. copy of ticket, hotel receipt, etc and reimbursed as per rules applicable to government servants in corresponding pay scales.	All Entitled Members / National Treasurer
5.	Support to the Consortium for Street Children	President IPA Pakistan Section while appreciating the initiative taken by IPA President, Mr. Pierre-Martin Moulin, asked the NEC to support and help the international charity: Consortium for Street Children (CSC) . Copies of the letter and flyer – enclosed - received from Mr. Moulin were also distributed among the participants of the meeting. It was decided that IPA Pakistan Section shall take all necessary steps to fully support the cause of street children and make the international campaign a huge success. It was further decided that the Treasurer would be sending an email to all members of IPA Pakistan asking their total support for this appeal not only by personally registering through the given website: www.streetchildren.org , but by requesting other colleagues / friends as well for the same. It was also decided that the President would hold separate meetings at Regional HQs for the purpose.	National Treasurer / All Members of IPA Pakistan
6.	Establishment of KP and AJK Chapters of IPA Pakistan	Advisor IPA Pakistan, Ch Tasadduque Hussain, proposed that President IPA Pakistan may take up the matter of establishment of separate Khyber Pakhtunkhwa and Azad Jammun & Kashmir IPA Regions with their respective IGPs. NEC appreciated and approved the proposal.	President / Secretary General IPA Pakistan
7.	Office of IPA Sindh Region	It was decided to request IPA Sindh Region to explore the possibility of establishing an office of IPA Sindh Region at a suitable location as already done by IPA Punjab Region.	Chairman IPA Sindh Region

8.	Opening of Bank Accounts of IPA Pakistan Regions	It was decided that each Region could open their account in the local branch of Soneri Bank. The account shall be operated jointly by Chairman and Treasurer of the Region concerned. The new membership and annual renewal fee, however, will continue to be credited only in the central account of IPA Pakistan Section (except 20% of new membership fee which may be refunded back to the Regions for crediting into regional accounts).	National Treasurer / Regional Chairmen / Regional Treasurers
9.	Media	Chairmen of Regional Chapters may hold press briefings and utilize electronic media to highlight <i>bonafide</i> IPA activities.	Chairmen Regional Chapters
10.	MOU with Hotel Crown Plaza Lahore	NEC appreciated the invaluable contribution of Mr. Rai Tahir, Chairman IPA Punjab Region, for successfully negotiating the first of its kind MOU with the Hotel Crown Plaza, Lahore. Under the MOU, IPA members staying at the Hotel shall enjoy 60% concession in room charges, in addition to several free facilities. It was decided that Chairmen of Regional Chapters should initiate negotiations for similar agreements with hotels, restaurants, retail outlets, private hospitals, PIA, Pakistan Railways, etc on priority basis. ASG was particularly upbeat about the potential of such MOUs in Karachi.	Chairmen Regional Chapters / ASG
11.	Refund of Rs.16,000/- to Mr. Javed Sheikh, Ex-ASG	President appointed Mr. Rai Tahir as Inquiry Officer to investigate the pending issue of refund of Rs.16,000/- to Mr. Javed Sheikh, Ex-ASG. It was decided that should the claim be found genuine, the National Treasurer would make the payment accordingly without further reference to the President.	Chairman IPA Punjab Region / National Treasurer
12.	Website of IPA Pakistan	President observed that website of IPA Pakistan was not being maintained properly. It was decided that Chairman Islamabad-KP Region shall be entrusted the responsibility of designing and maintaining the website.	Chairman Islamabad-KP Region
13.	IPA Youth Gathering in France	Mr. Abdul Khaliq Ansari, ASG requested the President that his son wished to attend IPA Youth Gathering being held in France in 2014. President accepted his request and also directed the National Treasurer that relevant	SG / National Treasurer

		details about such events should invariably be circulated to all members of IPA Pakistan for their information and expression of their interests. Should there be more candidates than the available slots the final selection shall be made by the NEC.	
14.	Amendments to the constitution of IPA Pakistan Section	It was pointed out that amendments made to the existing constitution during National Council meeting held in 2013 would be formally approved by the National Council in its next meeting to be held as soon as possible.	SG IPA Pakistan Section

Minutes are circulated to all members of IPA Pakistan Section for information and necessary action by all concerned, with a copy to International Secretariat.

Dated: 11 January 2014

Pervez Hussain Butt
National Treasurer
For Secretary General
IPA Pakistan Section