



**International Police Association
Pakistan Section

SUBJECT: MINUTES OF 2nd MEETING OF 2015 OF NATIONAL EXECUTIVE COMMITTEE

The 2nd meeting of the National Executive Committee (NEC), IPA Pakistan Section, was held on December 25th, 2015 at the Police Headquarters, Security Division, Islamabad. The meeting was chaired by Dr. Muhammad Shoaib Suddle, President IPA Pakistan Section, and attended by three office bearers of NEC, and the National Editor and Chairman Islamabad & KP and Balochistan Regions (list of attendees appended as Annex-I).

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

Agenda Item	Decision	Action by
1. Membership detail for 2014/15	The chair acknowledged the fact that the membership drive held by the regions had paid off and there was a marked increase in the numbers. A word of encouragement to be sent to each regional head.	Secretary General
2. Region-wise detail with comparative statement	The current membership detail of each region was discussed and also compared with last year. KP had yet to come up with required numbers in order to become a region. It was decided that young PSP officers be involved with the campaign of introducing IPA to the officers in KP to get the desired results.	Secretary General, DIG Alam Shinwari KP Police

REGIONS	2014			2015		
	Total	New	Renew	Total	New	Renew
Punjab	143	58	85	206	81	125
Sindh	142	29	112	206	93	113
ISD & KPK	54	08	46	81	43	38
Balochistan	25	05	20	87	71	16
Total	364	100	263	580	288	292

3. Office help for IPA Pakistan Section	It was decided that a suitable retired person may be hired part-time for record keeping and prompt response as due to their official engagements the serving officers were unable to give due attention to IPA related work.	Secretary General, Chairman Islamabad & KP Region
4. Bank Account Opening	The President asked as to why Sindh and Islamabad & KP regions had not yet opened their bank accounts. If they were facing any difficulty with respect to documents they should make good that deficiency and get the accounts opened as soon as possible.	Secretary General, Chairmen Sindh and Islamabad & KP Regions
5. Maintenance of Record	Secretary General to maintain a master file for prompt retrieval of record during meetings. He shall also ensure that the decisions regarding procedure of record keeping and monitoring of time taken from the deposit of fee to the issuance of IPA card is being implemented in letter and spirit by the National Treasurer.	Secretary General, National Treasurer

<p>6. Local Audit</p>	<p>It is important that as already decided local audit is regularly carried out of the IPA Pakistan Section. This task must be carried out in January 2016, before the external audit. Secretary General to appoint a member well conversant with financial administration to carry out the audit.</p>	<p>Secretary General, National Treasurer</p>
<p>7. Quarterly Meetings of Regions</p>	<p>All regions must hold their quarterly meetings regularly and send the minutes to the Secretary General. These are constitutional obligations and the regions must adhere to what they are required to do constitutionally. Similarly, any vacant seats must be filled up immediately.</p>	<p>Secretary General, Regional Chairmen</p>
<p>8. Nominations for Events or Scholarships</p>	<p>As decided in the last NC meeting, whoever is to be nominated / elected for any IPA event / post has to be a member for at least four years of IPA Pakistan Section. No nomination shall be made in future unless all the criteria are fully met.</p>	<p>Secretary General, Regional Chairmen</p>
<p>9. Upcoming events</p>	<p>All upcoming events be conveyed through email to all members and properly advertised on the website of IPA Pakistan Section so that every eligible member is provided a fair chance to compete.</p>	<p>Secretary General</p>
<p>10.Past Activities</p>	<p>A well-worded report about all the past activities shall be prepared and sent to ISG, after getting it approved by the President. Another activity report regarding year 2015 must also be sent to ISG, with the approval of President. Also, all decisions of present NEC / NC taken over the past three years, with their implementation status, be brought to the notice of the President within two weeks.</p>	<p>National Editor, Secretary General</p>

<p>11.Selection of Observers</p>	<p>Observers for international meetings will be taken from NC Membership. Their selection criteria will be got approved in next NC meeting. In the ordinary course, one observer may be from NEC and one from the region, which has the highest number of members. If a region somehow cannot avail the offer, the same will be passed on to the region with the next highest members. The decision to select the observer from the region will rest with the region.</p>	<p>Secretary General, Regional Chairmen</p>
<p>12.Ombudsman</p>	<p>In the next meeting of NC a decision as to include the ombudsman in the NC will be put to vote.</p>	<p>Secretary General</p>
<p>13. Contribution by NC Members</p>	<p>As earlier decided, all NC members were required to deposit Rs.10000/- in IPA account. The SG to ensure the needful on immediate basis.</p>	<p>Secretary General, National Treasurer</p>
<p>14.Centralized Database</p>	<p>It was proposed that IPA Pakistan Section needed to have its own centralized database to refer to while verifying date of membership etc. SG to brief the NEC on progress made in the next meeting.</p>	<p>Advisor, Secretary General</p>
<p>15.Quarterly Newsletter</p>	<p>Ms. IrumAbbasi PSP, National Editor, was <i>inter alia</i> tasked with -</p> <ul style="list-style-type: none"> • Issuance of quarterly newsletter • Enhanced development of the IPA Website • Creation of IPA Groups on Social Media – WhatsApp, Viber, Facebook, Twitter, etc • Yearly calendars of IPA Pakistan Section • Pamphlets to be handed over during campaigns • Updating of constitution / rules 	<p>Secretary General, National Editor</p>

16. T-Shirts	Mr. TasadduqueHussain, Advisor, had prepared a IPA Pakistan Section T-Shirt to be brought to the meeting by National Treasurer. The same couldn't come apparently because of the National Treasurer's sudden illness. Any members who may come up with competitive rates for the Polo Shirt with IPA Logo may do so at the earliest for a decision in the next meeting.	Secretary General, NEC / NC Members
---------------------	---	--

3. The Secretary General shall be monitoring the progress of implementation of above decisions and keep the President informed on **fortnightly** basis.
4. The meeting concluded with a vote of thanks to and from the Chair.

Dated:
25 December, 2015

(**Mirvais Niaz Khan**)
Secretary General

Annexture I

ATTENDENCE SHEET

1. Dr. Shoaib Suddle President IPA, Pakistan Section. Present.
2. Mr. Mirvais Niaz. Secretary General, IPA Pakistan Section Present
3. Mr. Abdul Khaliq Ansari. Asstt Sec Gen, Pakistan Section Present

Also present were;

Dr. Sultan Azam Temuri. Chairman KP Section

Miss. Irum Abbassi. National Editor

Mr. Rahim dad Sherani. Vice Chairman Balochistan Section