



# PAKISTAN WATER OPERATORS' PARTNERSHIP

P-WOPs Secretariat. 4-B. Lytton Road. Lahore-Pakistan

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Ref: P-WOPs/01/8

Dated: Lahore the 17 December, 2012

1. **DG (E&M),**  
Jinnah Convection Centre, CDA,  
Islamabad.
2. **MD KW&SB,**  
Block C, 9<sup>th</sup> Mile Karsaz,  
Shahra-e-Faisal, Karachi.
3. **MD NSUSC**  
Bungalow No: A-14 Sindhi  
Muslim Cooperative Housing  
Society, Airport Road, Sukkur.
4. **MD WASA, Lahore**  
WASA Head Office,  
Zahoor Elahi Road,  
Main Market Gulberg, Lahore.
5. **MD WASA Faisalabad**  
Jail Road, Faisalabad.
6. **MD WASA Rawalpindi**  
WASA HQ Building Liaquat  
Bagh Murree Road, Rawalpindi.
7. **MD WASA Gujranwala**  
Trust Plaza, G.T Road,  
Gujranwala.
8. **MD WASA Multan**  
Bagh Langey Khan,  
Multan.
9. **MD WASA Quetta**  
New Zarghoon Road,  
Near Nadra Head Office  
Quetta.
10. **DG, PDA Peshawar**  
PDA House commercial Complex  
Phase-V Hayatabad, Peshawar.

Subject: **MINUTES OF 2<sup>ND</sup> QUARTERLY REVIEW MEETING HELD IN FAISALABAD.**

Please find attached the minutes of subject meeting held on 17<sup>th</sup> November 2012 in the Committee Room of WASA-Fsd in Faisalabad

With best regards,

(Fida Hussain)  
National Coordinator

Copy to:

1. Mr. Shahid Sohail, Chairman P-WOPs Steering Committee, Islamabad.
2. Dr. Nasir Javed, CEO, the Urban Unit, Lahore.
3. Mr. Masroor Ahmad, W&S Specialist, WSP-SA, the World Bank, 20-A Shahrah-e-Jamhuriat, G-5/, Islamabad.
4. Mr. Kamran Naeem, Manager Basic Services, Level 5, Serena Business Complex, UN-Habitat Pakistan, Islamabad.
5. All focal persons of member utilities.



**Subject: Minutes of P-WOPs 2<sup>nd</sup> Quarterly Review Meeting held in Faisalabad**

P-WOPs Second Quarterly Review meeting of the Steering Committee was held in Committee Room of WASA Office, Faisalabad, on Nov 17, 2012 under the chairmanship of Mr. Shahid Sohail, the Convener, P-WOPs and was attended by the participants mentioned in the annexed list. In accordance with the decision taken in the 1<sup>st</sup> review meeting of SC held on 20<sup>th</sup> June 2012 in Lahore, the meeting was hosted by Water and Sanitation Agency (WASA) Faisalabad. The following agenda of the meeting was circulated prior to the meeting;

| Agenda                                                       | Description                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Follow up of Decisions of SC meeting held on 20 June 2012 | i) Performance Bench Marking (PBM) data entry<br>ii) Discussion , finalize and approval of P-WOPs Legal Framework (members were request to please review the draft and come up with written comments)<br>iii) Discussion and approval of P-WOPs Slogan<br>iv) Overall progress review |
| 2. "How to make P-WOPs a Live Forum"                         | Participants were requested to come up with at least 3 suggestions                                                                                                                                                                                                                    |
| 3. Approval of final design of PWOPs Logo                    | To be discussed                                                                                                                                                                                                                                                                       |
| 4. Presentation by UN Habitat                                | A short presentation by UNH rep on " Japanese Utilities and Private Sector update and possible support to Pakistan Utilities/P-WOPs"                                                                                                                                                  |

The meeting started with the recitation from the Holy Quran. Mr. Syed Zahid Aziz, Managing Director, WASA Faisalabad welcomed all the participants who came from various parts of the country. The Convener of P-WOPs, Mr. Shahid Sohail, thanked the WASA Faisalabad for hosting the meeting as well as the participants for taking their valued time out to attend the Steering Committee meeting. All the participants took active part in the items of discussion and gave their valued inputs leading to the important decisions. After the detailed deliberations on the agenda, following decisions were arrived at by the Committee;

**Agenda-1: Follow up of Decisions of SC meeting held on 20<sup>th</sup> June 2012**

**i) PBM data entry**

National Coordinator, P-WOPs presented the updated status of data entry on PBM website to the participants. The Committee decided that the Utilities yet have to initiate or complete the data entry of 1<sup>st</sup> quarter must upload data on priority whereas those who have completed the 1<sup>st</sup> quarter entries will upload the data for 2<sup>nd</sup> and 3<sup>rd</sup> quarters respectively.

**ii) Discussion , finalize and approval of P-WOPs Legal Framework**

Mr. M. Mehran Afzal, Legal Expert of the Urban Unit presented Draft Legal Framework of P-WOPs. He briefed about the different modes under which the P-WOPs could possibly be registered, such as Partnership, Societies/NGOs, Trusts, Companies/Non Profit Organizations, social welfare agencies and trade organizations. He briefly described all the modes and recommended that the P-WOPs should be registered as Not-for-Profit Organization under the Companies Act. He apprised the Committee that after incorporation of P-WOPs under section 42 of the Companies Ordinance it will become a separate legal entity. While elucidating the advantages of section 42 of the Ordinance 1984, he highlighted that P-WOPs shall enjoy all the privileges of a company limited by guarantee and is subject to all its obligations, except the use of the word "Limited" in its



name in addition to availing certain tax advantages. It can have compact organizational structure and become a part of documented and regulated sector. As a Company, P-WOPs' administrative and financial authority shall be bestowed in its Board of Directors (BOD). The members of P-WOPs may nominate one or more persons, as per mutual understanding, as Director, since only natural person can act as director of the company. The BOD must elect a Chief Executive Officer, who shall be responsible for the day to day managerial decisions and act in accordance with the BOD's directions.

After the detailed and thorough discussions and clarification on each and every mode and also having discussions on the pros and cons of each mode, the Committee unanimously agreed upon and decided to register the P-WOPs as a Not-for-Profit Organization under section 42 of the Companies Ordinance, 1984. It was also decided that, the Urban Unit Punjab will complete the documentation and registration process as early as possible.

### iii) Discussion and approval of P-WOPs Slogan

In compliance of the decision taken in the previous SC meeting held on 20<sup>th</sup> June 2012, about 48 **slogans** were proposed and forwarded by the different employees of the Utilities for competition. The same were put forwarded to SC for discussion. In first attempt, consent of each SC members/participant against each slogan was taken through voting and discussion initial screening of the proposed slogans. Resultantly, the following five (05) slogans were shortlisted with consensus for further discussion and short listing.

1. Together for Pakistan's Water (*Hassan Ejaz Kazmi, KWSB, Karachi*)
2. P-WOPs - Committed to Excellence (*Faizi Hussain, WASA, Rawalpindi*)
3. P-WOPs- Committed To Serve (*Faizi Hussain, WASA, Rawalpindi*)
4. Hand in hand, to save water, sky and land (*Atta-ur-Rehman, Urban Unit, Punjab*)
5. Creating new bonds for Water Operators (*Fida Hussain & Atta-ur-Rehman*)

Nonetheless, all the participants were engaged in discussion interactively and drafted another slogan on the spot, which was consented upon by all the participants. In the light of the discussion by the participants, finally **"Linking water operators for excellence"** was agreed upon and approved by the SC as a slogan of P-WOPs.

### iv) Overall Progress review

National Coordinator P-WOPs briefed the participants about overall progress of the approved work plan. He highlighted the activities done so far, the events could not manage to conduct due to lack of funding and the future activities requiring decisions from the Steering Committee to organize. He also informed the Committee about the promotional and research initiatives taken by the P-WOPs Secretariat.

### Agenda-2: "How to make P-WOPs a Live Forum"

It was requested to all participants to come up with at least 3 suggestions but no one came with suggestions. The agenda came under discussion and the Committee decided to regularize the SC meetings as per work plan (quarterly) that will be the first step to make P-WOPs more active, in addition to advancing the research activities already initiated by the Secretariat.

**Agenda-3: Placement of "S" in Logo & "s" in P-WOPs**

It was brought into the notice of SC that small "s" has been used in P-WOPs whereas logo represents capital "S" which should be identical. The matter was discussed and it was decided by Committee that present logo should not be changed. .

**Agenda-4: A short presentation by UN-Habitat**

Ms. Sana Hussain the representative of UN-Habitat Pakistan shared the modern technologies in W&S sector being adopted by Japanese W&S utilities. In this regard, a few presentations were given on "Japanese Utilities and Private Sector update and possible support to Pakistan Utilities through P-WOPs" and the P-WOPs member utilities were invited for technical support from Japanese experts for which UN- Habitat can coordinate.

In order to host the next meeting, MD G -WASA and MD R-WASA offered to host at their premises. It was decided that the decision of choosing the venue for the next meeting, from both offers, shall be taken one month prior to the meeting.

The meeting adjourned with a vote of thanks to all participants.



**(Shahid Sohail)**  
**Convener, P-WOPs**



### LIST OF PARTICIPANTS

| Sr. # | Name                       | Designation                                  | Organization                            |
|-------|----------------------------|----------------------------------------------|-----------------------------------------|
| 1     | Mr. Shahid Sohail          | Chairman, P-WOPs<br>/ Director General (M&E) | CDA (In Chair)                          |
| 2     | Mr. Fida Hussain           | Secretary/ National<br>Coordinator           | P-WOPs                                  |
| 3     | Mr. Muhammad Daud          | Director (W&S)                               | Peshawar Development<br>Authority (PDA) |
| 4     | Mr. Mian Muhammad Abdullah | Managing Director                            | WASA Lahore                             |
| 5     | Mr. Zahid Aziz             | Managing Director                            | WASA Faisalabad                         |
| 6     | Mr. Raja Shaukat Muhammad  | Managing Director                            | WASA Rawalpindi                         |
| 7     | Mr. Khalid Bashir Butt     | Managing Director                            | WASA Gujranwala                         |
| 8     | Mr. Muhammad Tayyab        | Managing Director                            | WASA Multan                             |
| 9     | Mr. Shakeel Ahmed Kashmiri | Director (P&E)                               | WASA Lahore                             |
| 10    | Mr. Muhammed Aslam         | Dy Managing Director                         | WASA Faisalabad                         |
| 11    | Mr. Pervaiz Iqbal          | Director Water/QCD                           | WASA Faisalabad                         |
| 12    | Mr. Abdul Ghaffar Naveed   | Assistant Director                           | WASA Faisalabad                         |
| 13    | Mr. Muhammad Nadeem        | Assistant Director                           | WASA Multan                             |
| 14    | Mr. Muhammad Ramzan        | Assistant Director                           | WASA Quetta                             |
| 15    | Mr. Muhammad Mehran Afzal  | Legal Expert                                 | The Urban Unit                          |
| 16    | Ms. Sana Hussain           | Project Coordinator                          | UN Habitat                              |
| 17    | Mr. Atta-ur-Rehman         | Research Associate                           | The Urban Unit                          |
| 18    | Mr. Adeel Sultan           | Research Assistant                           | The Urban Unit                          |