



PAKISTAN WATER OPERATORS PARTNERSHIP

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Ref: P-WOPs/01/5

Dated: Lahore the 06 July, 2012

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| 1. DG (E&M),
Jinnah Convection Centre, CDA,
Islamabad. | 2. MD KW&SB,
Block C, 9 th 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: **P-WOPs STEERING COMMITTEE – MINUTES OF 1st QUARTERLY REVIEW MEETING**

Please find attached the minutes of subject meeting held on 20th June 2012 in PC Hotel, Lahore.

With best regards,

(Fida Hussain)

National Coordinator, P-WOPs

Copy to:

1. Mr. Shahid Sohail, Convener P-WOPs Steering Committee, Islamabad.
2. Dr. Nasir Javed, Project Director, the Urban Unit, P& D Deptt, Punjab, Lahore.
3. Mr. Masroor Ahmad, W&S Specialist, WSP-SA, the World Bank, 20-A Shahr-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 1st Quarterly Review Meeting held in PC Hotel, Lahore

First quarterly review meeting of the Steering Committee was held in Pearl Continental Hotel in Lahore, on June 20, 2012. The meeting was chaired by Mr. Shahid Sohail, the Convener, P-WOPs and was attended by the participants mentioned in the annexed list. Ms. Taeko, Communication officer, GWOPA, also attended the meeting as an observer. The purpose of the meeting was to review the progress of P-WOPs in accordance with its approved work plan, to chalk out the future strategy and to launch the P-WOPs website. Following agenda was presented in the meeting:

Agenda Item	Description
1. Progress on P-WOPs Work Plan	Progress review by Convener
2. P-WOPs website	Progress so far achieved and the way forward i) Data entry ii) Linkage with IBNET
3. Funding for P-WOPs	i) Progress on JICA funding ii) Strategy for funding – fee by its members?
4. P-WOPs Legal Framework	i) Status update ii) Way forward
5. Member Utilities' Directory	i) Approval of the directory ii) Updating the directory
6. Any other Item	

At the outset, Mr. Shahid Sohail, the Convener of P-WOPs, welcomed and thanked all the participants for taking their valued time out to attend the Steering Committee meeting. All the participants took active part in the discussion and gave their valuable comments/suggestions. After extensive discussion, following decisions were taken;

Agenda-1: Progress on P-WOPs Work Plan

National Coordinator briefed the participants about the progress achieved so far and also highlighted the future activities requiring decisions from the Steering Committee. He also reported about the progress on partnerships, obtained and being obtained, by P-WOPs with the regional and global networks. The Committee lauded the efforts and decided that P-WOPs will only apply for partnership(s) with those networks/alliances only which are operating in similar working areas as those of P-WOPs.

Agenda-2: P-WOPs Website

i) Data Entry

The P-WOPS website (www.pwops.org.pk) was officially launched that contained the provision of uploading the real data for Performance Benchmarking Indicators by the utilities. It was decided that the data of all the utilities should be uploaded by the members before 20th July 2012.

ii) Linkage with IB-NET

It was decided that the effort to link / upload / share the PBM data of the P-WOPs members' utilities with IBNET shall be made only once the Steering Committee is confident about the authenticity of the data uploaded by the utilities, as several utilities are observed to be facing teething problems.

Agenda-3: Funding for P-WOPs

i) Progress on JICA funding

It was noted that JICA funding was being delayed due to certain snags with the Department of HUD&PHE, Government of Punjab. It was decided that the Convener P-WOPs, along with the Project Director, Urban Unit Punjab, will have a meeting with the Secretary HUD&PHED, Punjab for expediting the issue.

ii) Strategy for funding

Following was discussed and decided;

- i) Ms. Taeko, representative of GWOPA reiterated that GWOPA will not only continue to support the P-WOPs Secretariat but also advocate in exploring funding possibilities for P-WOPs.
- ii) For future hosting of the Quarterly Review meetings, the member utilities shall try utmost to fund the expenses of the meetings. To start with, the first offer was made by Managing Director FWASA to host the meeting in Faisalabad. The Steering Committee members shall bear the travel expenses from their respective sources / utilities.
- iii) Mr. Kamran Naeem, Manager BSU, confirmed that UN-Habitat Pakistan will continue to support the post of National Coordinator for another one year.

Agenda-4: P-WOPs Legal Framework

The draft of the legal framework was reported to have been finalized by the Urban Unit, Punjab. It was decided that the said draft may be forwarded/circulated to all the SC members for review by them. The members will forward their comments (if any) before 26 July 2012.

Agenda-5: Members Utilities Directory

The member profiles in the shape of directory were presented before the Committee. It was noted that the data from all member utilities, except that of North Sindh Urban Services Company (NSUSC), was included in the directory. Following were decided;

- i) The Committee formally approved the directory for printing by WSP-SA, subject to incorporation of the data of NSUSC for which they were given 10 days to furnish their data.

- ii) The directory shall be updated on yearly basis for sharing through the website. However its printing shall be carried out after every three years
- iii) P-WOPs Secretariat will share the directory with GWOPA for matchmaking purpose, for which Ms. Taeko promised to look for a suitable utility(s) for twinning purpose.

Agenda-6: Any other Item

P-WOPs Slogan

It was decided that the members may suggest draft motto for P-WOPs, which shall be reviewed in the next Quarterly Review 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	Director General (M&E)	CDA (In Chair)
2	Mr. Ayoob Sheikh	Project Manager (GKSP) Project	KW&SB
3	Mr. Zahid Aziz	Managing Director	WASA Faisalabad
4	Mr. Abdul Ghaffar Naveed	Assistant Director	WASA Faisalabad
5	Mr. Muhammad Daud	Director (W&S)	Peshawar Development Authority (PDA)
6	Mr. Masroor Ahmed	Water & Sanitation Specialist	WSP-SA, the World Bank
7	Mr. Khalid Bashir Butt	Managing Director	WASA Gujranwala
8	Mr. S.M. Hussain	Deputy Director	WASA Rawalpindi
9	Ms. Syeda Sani-e-Zahra	Senior Urban Planner	The Urban Unit, Punjab
10	Mr. Muhammad Tayyab	Director (P&D)	WASA Multan
11	Mr. Mr. Kamran Naeem	Manager Basic Services Unit	UN Habitat Pakistan
12	Mr. Fida Hussain	National Coordinator	P-WOPs/UN Habitat
13	Mr. Atif Nawab	Research Associate	The Urban Unit