

News In Brief / Visits

New Appointments

- Mr. Imran Azeem appointed as manager (Procurement and Environment)
- Mr. Tariq Masood appointed as Assistant Manager (Information Technology).

BOD Meetings

- 38th Board of Directors Meeting held on April 09, 2010.
- 59th Board of Directors Meeting held on May 14, 2010
- 60th Board of Directors Meeting held on June 25, 2010.

SWM Workshop

Planning Consultant Talal Ahmad Khan, Manager Planning Ms. Eram Ashfaq and Manager Engg Ghulam Murtaza attended a 5 - Days Workshop on Solid Waste Management held by Urban Unit from 12-06-2010 to 17-06-2010.

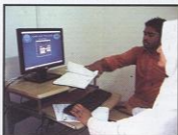
Meeting with USAID Team

Mr. Paul Lundberg, Democracy & Local Governance Advisor and Mr. Saeed Ashraf Siddiqui, DG Assistance Specialist of USAID visited PMDFC on 23rd June, 2010 in connection with its upcoming Municipal Service Delivery Support Project in southern Punjab. They were briefed about the infrastructure development and institutional development activities undertaken by the PMDFC during the last four years and expertise acquired in different areas. Mr. Paul Lundberg observed that PMDFC was contacted keeping in view the fact that at present it was the only organization which had undertaken the activities in municipal sector in Punjab on lines on which USAID also intended to move. Later on the USAID team briefed the Board of Directors of PMDFC during 60th BOD meeting held on 25th June, 2010 on USAID upcoming Project and proposed to associate PMDFC in its implementation. Board approved the proposal in principle. It was decided that further modalities would be worked out with USAID team and would be placed before the Board for approval.

PMDFC Staff Visits in Year-II TMAs:

PMDFC staff visited year-II TMAs (Bahawalnagar, Burewala, Sargodha, Sillanwali & Okara) to review & implement ID interventions. In this regard, following agenda was discussed and issues were resolved:

- Review of Complaint Tracking System (CTS) in the light of PMDFC designed SOPs and launching of Computerized Complaint Tracking System (CCTS).
- Review of PMS data (Water Supply, Solid Waste, Street Lights, Sewerage & Parks).
- Review of TMA websites' updation and provision of hands-on training if required.
- Delivery of computers for CTS and general purpose.



Computerized Complaint Tracking System at TMA Okara



Website updation Training at TMA Okara

Advance computer training

Advance Computer Training (AutoCAD) completed in three TMAs - Mandi Bahauddin, Malakwal & Vehari. This advance training focused on I&S and P&C sections of the TMA. Twenty one trainees from these TMAs completed the said course successfully.



Advance Training (Auto-CAD) at TMA Malakwal

TMA Websites:

Hands on training was provided to nominated staff from TMAs Bahawal Nagar, Burewala, Sargodha, Sillanwali and Okara.

Orientation Meeting with TMA Administrators

PMDFC has under-taken institutional development activities in 37 partner TMAs in Punjab. In the current setup of TMAs, Administrators are appointed. PMDFC always ensures to keep in contact and update all the project stakeholders about the project activities. During the Month of May 2010, meeting with Administrators of PMSIP Partner TMAs were arranged by PMDFC. The agenda of the meeting was as follow:

1. To provide an overview of PMSIP ID activities
2. To share the implementation progress

3. To share the adoption level of TMAs against each ID activity
4. To share the specific issues relating to each ID activity in each TMA
5. To agree upon certain measures for adoption of ID activities as per PMDFC defined SOPs

Efforts were made by PMDFC to maximize the participation of Administrators of partner TMAs. Meeting schedule was kept flexible, keeping in view the engagements of Administrators. They were given the option of attending the meeting from 20th May to 25th May 2010. However, twelve Administrators attended the meeting themselves. Administrators Abdul Salam Arif (TMA Bahawalnagar), M. Ajmal Bhatti (Bhakkar), Nazar Abbas Bloch (Bhalwal), Talat Mehmood Gondal (Ferozwala), Mehboob Ahmed (Kot Moman), Rana Muhammad Saleem Afzal (Liaquatpur), Muhammad Arshad Baig (Malakwal), Suhail Khan (Noorpur Thal), Mohamad Mohsin Bilal (Pind Dadan Khan), Mian Jameel Ahmed (Shorkot) and Ch. Muhammad Tarique Bashir (Vehari) attended the orientation meeting at PMDFC.

Following actions against ID activities were agreed with the Administrators in respective meeting:

Performance Management System (PMS)

- Enforce data collection/reporting on Water Supply, Solid Waste & St. Lights by Water Supply incharge, Sanitary Inspector, Streetlight Inspector respectively
- Regular monthly reporting on Performance Indicators by 7th of each month.

Complaint Tracking System (CTS)

- Designate a Complaint Cell official under the supervision of TO (I&S).
- Provision of designated room for complaint cell at easy public approach.
- Provide separate telephone line for Complaint Cell.
- Use of PMDFC designated computer and PMDFC designed computer software for complaints registration & tracking to computerize the complaint tracking system.
- Regular monthly reporting by 7th of each month.

Computer Trainings

- Already trained people need to have their skills with computer based assignments.
- Trainees' nomination with finalization of Training Institute at local level is required for Advance Computer Training (AutoCAD).

TMA Website

To ensure Website Updation by concerned official as Per following minimum standards:

- | | |
|-----------------------------|------------|
| • News and Events | Monthly |
| • Schedule of Establishment | Annually |
| • Incumbency Statement | Need basis |
| • Budget | Annually |
| • Development Projects | Annually |
| • Other Links | Need basis |

Financial Management System

- Use of FMS for bookkeeping purposes
- Generation of reports from FMS
- Use of FMS generated reports for audit
- Appoint designated staff for FMS

GIS Mapping

To ensure Maps are updated annually using:

- TMA municipal data
- PMSIP PMS Data
- Other development schemes by PHED, etc.

PMSIP Planning

To ensure Planning report is updated annually using:

- TMA municipal data
- PMSIP PMS Data



Orientation Meeting with Administrators at PMDFC



Orientation Meeting with Administrators at PMDFC

Combined visit of Asian Development Bank and PMDFC

John Leonardo of Asian Development Bank and Syed Tanawar, consultant of ADB, visited the office of PMDFC where a detailed demonstration of Computerized Financial Management System (CFMS), developed by PMDFC, was given to them. John appreciated CFMS and PMDFC's expertise. He was told that PMDFC had already established CFMS in 34 TMAs. John wished to arrange a field visit of the consultant of ADB along with the concerned professionals of PMDFC so that ADB could verify the viability of replication of CFMS of PMDFC to its partner TMA as a pilot.

A field visit of ADB and PMDFC was conducted on May 18, 2010 to TMA Sarai Alamgeer in which Mr. Tanawar represented ADB, and PMDFC was represented by Mr. Shazad Khan Sherwani GM (F&A), and Mr. Nauman Akhtar Manager (F&A). This visit was made to assess the working of CFMS. During the visit, Mr. Tanawar took first hand information from TMA staff about the usefulness of the CFMS. Actual data entry and extraction of report from the CFMS was also observed and print outs of the following reports were taken:

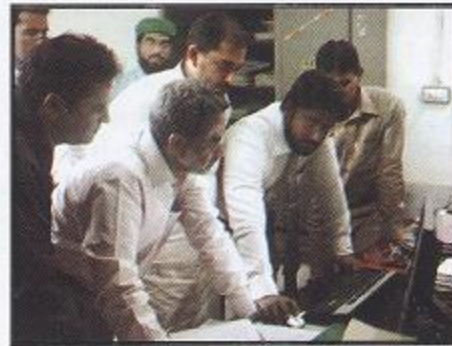
Cash Book, Establishment Check Register, Contingency Check Register, classified Abstract, Bank Reconciliation
The consultant of ADB left the TMA with appreciation of implementation of CFMS by PMDFC.

Delivery of Hardware for FMS

During the fourth quarter of FY 2009-10, PMDFC successfully completed the delivery of computers, printers and UPS to year 2 TMAs for FMS. While providing computers to the TMA, PMDFC assured the proper logging of above said assets in the property registers of TMA and then onward its issuance to finance wing of TMAs as dedicated for CFMS only. TMA Staff was retrained to use computers and accessories effectively.



PMDFC Staff Checking FMS at Sarai Alamgir



PMDFC and ADB team visit - Sarai Alamgir

Site Visits by Engineering team

Team of engineering section visited the following sub-projects. The basic purpose was to monitor the progress, resolve the site issues and provide training on Contract Management:

- Extension-Improvement of water supply schemes - Kot Radha Kishen, Mustafabad, Raja Jang, Khuddian Kasur, Liaquatpur, Mailsi, and Chakwal
- Solid Waste Management System of Mailsi, Chiniot
- Rehabilitation & Improvement of roads-Chichawatni, Mandi Bahu Din and Malakwal
- Widening & Improvement of roads-Daska

Contract Management Training

Contract Management training was provided to Contractors, Consulting Engineers and TMA staff - TMO, TO(I&S), of TMA-Toba Tek Singh, Noor Pur Thal, Mailsi, Chiniot, Liaquatpur, Kasur, Mandi Bahuddin and Chakwal. The basic purpose to arrange such trainings is to run the PMSIP sub-projects smoothly and to avoid the un-necessary delays.

Meetings with TMAs, Consultants & Contractors

Progress review meetings were held in PMDFC for sub-projects under Implementation to discuss site problems and remedial measures for sub-projects of Water Supply of TMA Toba tek Singh, Roads of TMA Noor Pur Thal, Water Supply of TMA Mailsi, Solid Waste Management System of TMA Chiniot, Water Supply of TMA Liaquatpur, Water Supply of TMA Kasur, Roads of TMA Mandi Bahuddin and Water Supply of TMA Chakwal.

Participants of the meetings were M/s NESPAK and Asian Consulting Engineers, Design Consultant, General Manager (Engg) Technical Consultant, Manager (Engg) & Deputy Manager (Engg), Tehsil Municipal Officer, Tehsil Officer (I&S).

Design consultants illustrated the basic parameters considered in the design. PMDFC team conveyed observations regarding the design in order to finalize an appropriate & economical design for the sub-projects. TMAs of the related schemes also participated to provide their input for the same.

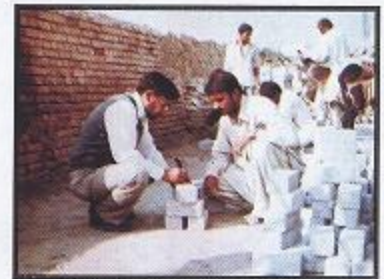
Activities in Physical Implementation of Water Supply O & M Framework

PMDFC has developed Operational and Maintenance framework for municipal services to facilitate sustainable and improved municipal services. This assignment has been entrusted to Technical Consultant who is working in close interaction with TMAs. Technical consultant, PMDFC visited TMA Kasur on 16th April, 2010 to provide O&M Training on Water Supply

Status of Infrastructure Projects

1:-Sub Projects Completed

- Extension & Improvement of Water Supply Scheme-Kasur and Jhelum.
- Improvement of Water Supply Scheme-Pind Daden Khan
- E/I of Water Supply Scheme-Toba Tek Singh
- Improvement of Roads-Shorkot
- Improvement of Main bazar-Lodhran
- Improvement of Streets-Dunya pur
- Improvement of Fire Fighting System - Attock



Improvement of Streets - TMA Duniyapur

2:-Sub Projects Under Implementation

- Rehabilitation of Water Supply Scheme-Bhalwal
- Extension & Improvement of Water Supply Schemes-Mailsi, Chakwal, Khudian, Raja Jang, Liaquatpur, Kot Radha Kisan and Mustafatbad
- Widening & Improvement of Road-Daska
- Improvement of SWM Systems Mailsi, Chiniot



Improvement of Streets - TMA Duniyapur

3:-Sub Projects Design Completed

- Rehabilitation & Improvement of Roads-Khanpur, Chichawatni
- Improvement of Ghala Mandi Roads Lodhran
- Improvement of Sewerage System-Sambrial
- Ahmed Pur Sial Sewerage System
- Extension & Improvement of Water Supply Scheme-Sillanwali, Renala khurd
- Rehabilitation & Improvement of Roads-Renala Khurd, Malikwal, Noorpur Thal, Mandi Bahau Din
- Improvement of SWM System-Mandi Bahau Din



Visit to Liaquatpur - Water Supply System

Meeting With NESPAK

Mr. Fida Hussain from NESPAK visited PMDFC with his team to have a meeting with Manager Planning, Ms. Erum Ashfaq. The agenda was to discuss the planning issues related to demarcating the boundary of the metropolitan area Lahore. During the discussion various issues were discussed including direction of growth of Lahore.

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