



EMPLOYEES' OLD-AGE BENEFITS INSTITUTION

21st

MINUTE BOOK

HELD AT
KARACHION
5TH MARCH, 1989TIME
10.00 A.M.

MINUTES OF THE 21ST MEETING OF THE BOARD OF TRUSTEES
OF EOBI HELD AT 10.00 A.M. ON THE 5TH OF MARCH, 1989
AT THE HEAD OFFICE OF THE INSTITUTION.

The 21st meeting of the Board of Trustees of EOBI was held at 10.00 a.m. on 5th March, 1989 at Head Office of the Institution at Karachi. The following attended the meeting:

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|-----|---|-----------|
| 1. | Mr. Jawaid Ahmed Mirza,
Secretary, Ministry of Labour,
Manpower & Overseas Pakistanis,
Government of Pakistan. | President |
| 2. | Mr. Hamid Akhtar Niazi,
Financial Adviser,
Labour Division. | Member |
| 3. | Mr. S.S. Hoda,
Joint Secretary,
Ministry of Labour, Manpower
and Overseas Pakistanis. | Member |
| 4. | Mr. Ahsanullah Khan,
Employers' Representative on the Board. | Member |
| 5. | Mr. Javed Saifullah Khan,
Employers' Representative on the Board. | Member |
| 6. | Malik Lal Khan,
Employees' Representative on the Board. | Member |
| 7. | Professor M. Shafi Malik,
Employees' Representative on the Board. | Member |
| 8. | Mr. Jehanzeb Khan,
Employees' Representative on the Board. | Member |
| 9. | Mr. Agha Mohammad,
Employees' Representative on the Board. | Member |
| 10. | Mr. S. Barkatullah,
Chairman, E.O.B.I. | Member |
| 11. | Mr. M. Ashraf Nadeem,
Director General, EOBI. | Member |

2. The following officers of the Institution were also present in the meeting to assist the Board:-

1. Mr. Asadulla Khan, Assistant Director General/Secretary of the Board.
2. Mr. Abdul Majeed, Officiating Assistant Director General(F&A).
3. Raja Faizul Hasan Faiz, Assistant Director, Board Secretariat.

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3. The deliberations of the meeting were commenced with the recitation from the Holy Quran by Mr. Jehanzeb Khan, whereafter the President welcomed Mr. S. Barkatullah as the new Chairman of the Institution. He said that Mr. S. Barkatullah was not a new person as he had been working in the Institution since long. As Director General of the Institution he had made very valuable and substantial contribution to the building up and improving of the Institution. His capabilities were well known and acknowledged. He expressed the hope that with his ascension to the post of Chairman, the affairs of the Institution would further improve and under his able guidance the Institution would face brighter future.

4. The President also welcomed Mr. M. Ashraf Nadeem who had been appointed Director General of the Institution and expressed the hope that Mr. Nadeem would follow his predecessor and give his best to the Institution.

5. Mr. Ahsanullah Khan endorsed the views expressed by the President about Mr. Barkatullah and said that the way in which the Institution was working showed that it was not a government body but a commercial and service-oriented organisation. He also congratulated Mr. M. Ashraf Nadeem on his elevation to the post of Director General and appreciated his contribution to the Institution.

6. The President paid tributes to the outgoing Chairman Mr. Imran Shah, and said that he had done very good work for the Institution and had made a significant contribution towards the expansion of the Institution and promotion of its role. Subscribing to the views of the President, Mr. Hamid Akhtar Niazi said that he knew Mr. Imran Shah personally. Apart from that, the atmosphere which he (Mr. Imran Shah) generated in the Institution was very congenial and this could be done only by him. Mr. Niazi also spoke very highly of Mr. S. Barkatullah and said that he was a very dynamic and true Pakistani who had worked for the well-being of the Institution and hoped that he would continue to show the same dynamism in future also.

7. Mr. Barkatullah proposed the following resolution in appreciation of the services rendered by Mr. Imran Shah, ex-Chairman of the Institution:

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"Indeed the Institution was extremely fortunate to have Mr. Imran Shah, a senior civil servant in the Government of Pakistan, as its Chief Executive for a long period of seven years. During his dynamic leadership, the Institution grew from strength to strength and the EOBI Scheme was revolutionised and the Institution attained unshakable financial security.

"Not only the insured persons were given improved benefits but the terms and conditions of service of the employees of the Institution were also improved liberally.

"Apart from his capabilities as a seasoned administrator, Mr. Imran Shah had great qualities of head and heart. He was a kind, responsive and understanding officer whose services to the Institution will be long remembered."

8. The above resolution was unanimously adopted by the Board.
9. The following decisions were then taken on the items of the agenda:

ITEM NO:1 CONFIRMATION OF THE MINUTES OF THE 20TH BOARD MEETING HELD ON 27TH NOVEMBER, 1988

10. Since no objections were received on the minutes from any member of the Board the minutes were confirmed.

ITEM NO:2 REVIEW OF THE PROGRESS MADE ON THE IMPLEMENTATION OF THE DECISIONS TAKEN BY THE BOARD IN ITS 20TH MEETING HELD ON 27TH NOVEMBER, 1988.

11. The Board examined the recommendations of the F&A Committee on this item and took the following decisions:

Sr.No.2:

12. This item related to completion of the work of contribution cards for 1987 and 1988. The additional material required by the F&A Committee was produced before the Board and the Board approved the following time limits for completion of PR-04 and PI-03 Cards:

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- (a) 31st March, 1989 for withdrawal of contribution cards for 1987 and writing of contribution cards for 1988.
- (b) 30th June, 1989 for revision of all the PI-03 Cards.

13. It was decided by the Board that in future statements of contribution cards Institution should give a foot note clarifying what PR-04 and PR-05 cards are.

Sr. No:3

14. The F&A Committee wanted that the progress of work so far achieved in the deregistration of closed units might be placed before the Board in the current meeting. This was done for the information of the Board.

Sr.No:4

15. The Board considered recommendation of the F&A Committee on this item and decided that continuous personal contact with the Secretaries Labour of Punjab and Sind should be maintained in order to arrange despatch of required information about registration and deregistration of factories from the provincial labour directorates to the Regional Offices of the Institution. Earlier the Chairman EOBI informed the Board about his personal calls made on the provincial secretaries in the recent past.

Sr.No.6

16. Sr. No:6 related to collection of information from various organisations in order to find out unregistered units for the purpose of their coverage under the Scheme. The Chairman, EOBI explained that this was a continuous process and the Institution was collecting information about unregistered units from various sources and covering them under the Scheme.

17. The Board was satisfied with the assurance given by the Chairman that the work of reconciliation would be completed within the given time i.e. 30th June, 1989.

Sr.No:10

18. This item related to the holding of the meetings of the Board by rotation at Quetta, Lahore, Peshawar and Karachi except the budget

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meeting which should be held at Karachi. It was decided that after the forthcoming budget meeting, the meetings of the Board should be held at Quetta, Peshawar, Lahore and Karachi by rotation.

Sr.No:11

19. This item related to updating of the arrears outstanding against public sector defaulters and putting them up in the current Board meeting. The position available in respect of six regions was explained to the Board which decided that information from the remaining regions should also be collected but the information already received should not be kept pending in the Head Office of the Institution but forwarded to the Labour Division for issuance of necessary letters to the Ministries/Division, controlling these public sector defaulters, for payment of the outstanding arrears.

20. During the course of discussion it was pointed out that coercive action, under the Land Revenue Act, could not be taken against public sector defaulters like Government Transport Companies etc. because such an action was likely to cause disruption in the provision of basic amenities to the public. Mr. Ahsanullah Khan was of the view that when action could be taken against private sector defaulters under the Land Revenue Act the same action should be taken against public sector defaulters also. On the suggestion of the President, it was decided that the Chairman of EOBI and other senior officers should meet the Managing Directors of the defaulting public sector establishments, and persuade them to make early payment of their outstanding dues to EOBI. If these efforts yielded no results, legal action may be considered against a few public sector defaulters.

Sr.No:13

21. The Board reiterated that creation of permanent posts should not be done without approval of the Board.

Sr.No:15

22. This item related to purchase of two Micro/Mini Computers for Lahore (South) and Peshawar Regions. Mr. Saifullah Khan objected that no tenders for the purchase of the computers had been invited by the Institution. The Chairman EOBI explained the position pointing out that in the purchase of computer, after sales service was very important. Since the Institution had already installed an ICL Computer, negotiations

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ITEM NO:5 CREATION OF LEAVE RESERVE FOR EXECUTIVE OFFICERS (FIELD)

25. The Chairman EOBI explained the back ground of this case and emphasised the need for creation of leave reserves not only in the cadre of Executive Officers(F) but also in the cadres of Naib Quasid and Assistants. After thorough discussion, the Board approved the recommendations of the F&A Committee and allowed creation of three posts of Executive Officers as leave reserve for Executive Officer(F).

ITEM NO:6 AMENDMENTS IN EOB ACT, RULES & REGULATIONS.

26. The Board decided that in the first instance, the proposed amendments should be referred to the Labour Division for their examination, in consultation with the Justice Division.

ITEM NO:7 REVISION OF VARIOUS ALLOWANCES ADMISSIBLE TO THE OFFICERS OF EOBI.

27. In the light of the recommendations of the F&A Committee on the subject, the Board approved enhancement of Conveyance Allowance from Rs.225/- to Rs.250/- for Officers. The Board, however, did not agree with the recommendations of the F&A Committee regarding Transfer Grant and decided that Officers should be entitled to Transfer Grant at the rate of one basic salary subject to the maximum of Rs.3000/-. The Board approved the following recommendations of the F&A Committee in regard to House Rent Allowance and Entertainment Allowance.

"The Committee did not recommend any increase in the existing rate of House Rent for the Officers of the Institution but desired that a detailed study should be carried out and put up with rates of House Rent admissible in other autonomous bodies.....

"The Committee was of the view that since the rates of Entertainment Allowance were fixed in 1986, the question of revision should be put up in the next financial year."

ITEM NO:8 ASSIGNMENT OF ADDITIONAL DUTIES TO INSPECTION TEAM CONSTITUTED BY THE BOARD.

28. The Board approved the recommendation of the F&A Committee that the assignment of additional duties to the Inspection Team was an administrative function of the Institution and need not be referred to the Board.

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ADDL: ITEM NO:1 UPGRADATION OF TWO POSTS OF DEPUTY DIRECTORS.

29. The Board approved upgradation of two posts of Deputy Director to that of Director, as proposed in working paper.

ADDL: ITEM NO:2 PAYMENT OF BONUS TO EMPLOYEES.

30. The Board recommended payment of Bonus to the Officers and staff at the following rates:-

Officers	-	One month basic pay.
Staff	-	Two months basic pay.

The Board suggested that the matter may be referred to the Government for their approval. Till the receipt of approval, the present system of payment of EID ADVANCE, equal to one month's pay, should be continued but no recovery should be made on account of this advance till a decision from the Government on the subject of bonus.

ADDL: ITEM NO:3 FINANCIAL ASSISTANCE TO MR. MUHAMMAD AKRAM SHAD, NAIB QUASID, FIELD OFFICE, RAHIM YEAR KHAN, BAHAWALPUR REGION

31. The Board approved grant of ex-gratia payment to Mr. Muhammad Akram Shad equal to the sum-total of his basic pays for the period he remained on Extra Ordinary Leave without pay, subject to the maximum of Rs.14,000/-

ADDL: ITEM NO:4 RECONSTITUTION OF CENTRAL VIGILANCE COMMITTEE AND FINANCE AND ADMINISTRATIVE COMMITTEE.

32. The Board approved appointment of Professor Shafi Malik to F&A Committee and that of Mr. Aga Muhammad to the Central Vigilance Committee, as proposed in the working paper.

ADDL: ITEM NO:5 ENHANCEMENT OF COMPUTER ALLOWANCE ADMISSIBLE TO THE OFFICERS OF EDP DIVISION OF THE INSTITUTION.

33. The Board approved enhancement of the existing ceiling of Computer Allowance from Rs.500/- to Rs.1000/- upto the officers in BPS-18 and to Rs. 1500/- per month to officers in BPS-19 and above with effect from 1-7-1988. The Chairman was authorised to approve the above allowance for the computer personnel of the Institution as and when the Government revises these allowances.

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