

(98)

MINUTES OF THE GENERAL EXECUTIVE  
MEETING HELD AT 0900 HOURS ON  
OCTOBER 07, 1985.

1. The General Executive Meeting was held in the Conference Room of the CDA at 0900 hrs on October 07, 1985 which was presided over by the Chairman and attended by all Members of the Board, DDGs and Directors of the CDA.

GENERAL

The Chairman in his opening address drew attention of the Officers to the following points :-

a. General Executive Meeting

The last General Executive Meeting was held on April 01, 1985, thus an abnormal delay has taken place to hold this meeting. He directed that Admin must ensure that General Executive Meeting is held once every quarter.

Action by Member (Admin)

b. Internal Instructions.

The response to orders and instructions at the level of Directors/Dy Directors appears to be below the desired standard. It has generally been observed that they come late to office and leave early, thus cannot have an effective control over their subordinates. This tendency must be curbed immediately. The Chairman further directed that a strict vigilance be exercised over their staff in this direction as it is adversely affecting the functional efficiency. He would like the officers to set personal examples and expect a positive improvement. The Chairman further said that he would have not spoken on the point if it was not alarming.

Action by: a. All DDGs  
b. All Dirs.  
c. All Sectional Heads.

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4018/714/85  
CDA-29(52)-  
Coord/83

4019/714/85  
CDA-29(50)-  
Coord/83

c. Mal-Practice

Complaints of mal-practice are so frequent that it has become a part of life. It must be understood that we are a public office and what-ever we do reflects on us. The Chairman warned all concerned to be watchful and refrain from these practices. A severe action would be taken against those found involved. He desired Directors/Deputy Directors to have a strict control over their subordinates and punitive action taken against those found involved.

Action by: a. All DDCs  
b. All Directors.  
c. All Sectional Heads.

4021/714/85 3.  
596/BF

SURVEY OF UPKEEP AND MAINTENANCE OF ISLAMABAD.

As a result of survey carried out sometime ago to analyse the efficiency of various Directorates of CDA and to know the re-action of the citizens of Islamabad on supply of various services by the CDA, the consensus of opinion was conveyed in July, 1985 to the respective Directorates for their information and attention. They should confirm compliance/attention to the points already conveyed to them.

The Chairman further directed that next time ten thousand cards would be sent. Question be framed by CCCs and got vetted by Directorates concerned so that all possible questions are included. He also directed all concerned that analysis of the complaints received be carried out and remedies done.

Action by: a. D.M.A.  
b. Director W&S (Maint)  
c. Director Elec & Mech  
d. Director Environment  
e. Director Roads.  
f. Director Maint.  
g. Director Health Services

4. REFERENDUM - C. E. A.

Regarding Referendum, the Chairman directed all officials to be absolutely impartial in the Referendum taking place on 9th October, 1985 and all complaints be resolved immediately. It be also ensured that:-

4022/714/85  
CDA-29(50)-  
Coord/83



- a. Suitable tpt arrangements exist.
- b. Sub Committees to assist smooth polling be framed.
- c. Necessary security arrangements are made
- d. Senior Officers Panel be nominated for defusing any ugly situation.

Action by: Member (Admn)

4023/714/85 5.  
CDA-363(A)/  
BF/83

BUDGET REVIEW MEETING

The Budget meeting be held by end of October, 1985 or early November, 1985.

Action by: Member (Finance)

4024/714/85 6.  
590/BF

SILVER JUBILEE OF ISLAMABAD.

The Chairman further said that October will also see the culminating of SILVER JUBILEE. Committee organised for the purpose should see that all events are completed. Seminar being arranged would be chaired by either the President or Prime Minister, hence all concerned should ensure perfection.

Action by: Director T&E  
All concerned.

4025/714/85 7.  
327/BF

STREET LIGHTS IN SECTOR F/10

The Chairman desired to know the reasons for the delay of street lights in F-10. Upon which Member (Engr) informed that it was due to non-receipt of Demand Notice from WAPDA which has since been received and action is in hand to get the case expedited.

Action by: Member (Engineering)

8. FOLLOWER QUARTERS

4026/714/85  
242/BF

It was pointed out by the Chairman that the cost of construction is on the higher side. It be rationalised.

Action by: Member (Engineering)

9. INFORMATION CENTRE AT SHAKARPARIAN

4027/714/85  
CDA-29(50)-  
Coord/84

Director Structure was instructed to complete the structural designing within 10 days.

Action by: DDG (Designs)  
Director Structure.

10. CHILDREN PLAY LAND

4028/714/85  
548/BF

The Chairman directed that the civil work be expedited and work completed as soon as possible.

Action by: Member (Engineering)

11. COTTAGE (SAPAI AAM)

4029/714/85  
650/BF

The completion has considerably been delayed. It be got expedited and completion submitted.

Action by: Director Maint.  
Director Elect  
Cost Analyst

12. WOMEN HOSTEL

4030/714/85  
390/BF

The site has been selected, detailed lay out be expedited.

Action by: DDG (Designs)

13. PERMANENT EXHIBITION GROUND/CITY PLAY LAND.

4031/714/85  
548/BF

The site has been selected. Detailed lay out be expedited.

Action by: DDG (Designs)

14. CDA PUBLIC SCHOOL

4032/714/85  
520/BF

Necessity for opening a Public School for the wards of CDA employees was high lighted by the Chairman. He desired that the school should start functioning by March, 1986. He further directed that a scheme for awarding stipends to deserving students would also be introduced for <sup>which</sup> governing rules be framed immediately.

Action by: Member (Engineering)  
Member (Admin).

Naseem.