

CAPITAL DEVELOPMENT AUTHORITY
(Coordination Directorate)

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Subject: MINUTES OF THE GENERAL EXECUTIVE MEETING
HELD AT 0930 HOURS ON APRIL 01, 1985.

The General Executive Meeting was held in the Conference Room of the CDA at 0930 hours on April 01, 85, which was presided over by the Chairman and attended by all Members of the Board, Dy. Director Generals/Directors of the C.D.A.

G E N E R A L.

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

- a) Formation of a civil government as
a result of general elections.

3908/703/85.

CDA-29(51)-Coord/83.

Since the government will now consist of the elected representatives of the people, there is a need for better performance and showing helpfull attitude towards the problems of the citizens of Islamabad. Basically, CDA is the largest department in the Federal Capital where public dealing is greatly involved. The Chairman exorted all officers to be vigilant in their duties and helpful in solving the problems of the general public.

Action by: All D.D.Gs.

All Directors.

All Sectional Heads.

- b) Internal Instructions.

3909/703/85.

CDA-29(51)-
Coord/83.

The Chairman observed that response to the orders and instructions issued internally is far from satisfactory. He directed that all instructions issued at various levels in the Authority must be complied with a positive spirit by all concerned.

Action by: All D.D.Gs.

All Directors.

All Sectional Heads.

c) Financial Control.

3910/703/85.
CDA-29(50)-
Coord/84.

The Chairman observed that inspite of efforts having been put in, there has not been any positive result in the management of financial affairs. With the present financial difficulties, utmost care has to be exercised to ensure judicious expenditure.

Action by: All D.D.Gs./Directors.
All Sectional Heads.

d) Labour Relations.

3911/703/85.
CDA-29(50)-
Coord/83/.

The Chairman desired that efforts should be made at all levels to create harmonious relations between the labour and the management. Directors concerned are expected to be more careful in handling labour problems. While there is no restriction from the management side on genuine activities of the labour unions, it is incumbent on the Directors concerned to ensure that the workers discharge their duties assigned to them efficiently and no office time is wasted.

Action by: All D.D.Gs/All Directors.
All Sectional Heads.

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e) Haji Camp.

3912/703/85.
654/BF-.

The question regarding setting up of the Haji Camp in I-14 came up for discussion. The Chairman directed D.D.G. (Works) to submit draft d.o. letter from Chairman to the Secretary, Ministry of Religious Affairs covering all the aspects including designs and funds. A high level meeting in this connection is desirable which will be personally attended by the Chairman.

Action by: D. D. G. (Works).
D. D. G. (Design).
D. D. G. (Planning).
D. F. A.
P.S. to Chairman.

f) Parade Ground.

3913/703/85.
307/BF-.

The Chairman desired that all the details concerning preparation of parade Ground including provision of services and also estimates should be put up to him on priority basis.

Action by: D.D.G. (Works).
D.D.G. (Services).
Director Works.

g) Plantation of Trees.

3914/703/85.
CDA-29(50)-
Coord/83.

The Chairman desired that plantation of trees in the medium strip of Quaid-i-Azam Avenue should be planned and processed after clearance.

Action by: Dir: Environment.

2. After the discussion on the above general points, all Directors were allowed to leave except Director Maintenance and Director Environment, of which the monthly review summaries were taken up. Instructions were issued to speed up the progress of left over works before the close of the current financial year.

K.H.Khan/*.
