

127

MINUTES OF THE MEETING OF THE BOARD OF THE CAPITAL
DEVELOPMENT AUTHORITY HELD AT 9.00 A.M. ON TUESDAY
THE 20TH AUGUST, 1968.

31

The following were present :-

1. Chairman.
 2. F.A./Member.
 3. Member (A).
 4. Director General Works/Member.
 5. Director Works.
 6. Director Architecture.
 7. Director Public Relations.
 8. Mr. Naqvi, Architect.
 9. Deputy Director (UP).
 10. Asstt. Statistical, Programming & Coordination Officer.
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15/68
24-08-68
✓
Works ✓
Arch. ✓

**1. Building Design of the Directorate
General Post Offices.**

Mr. Naqvi, Architect presented the design of the building of the Directorate General Post Offices. Before the details of the design were explained by the Architect, the Chairman desired to know the exact location of the building which was explained by Deputy Director (UP) on the Master Plan. It was felt that before the design of the building could be discussed, it was necessary to examine its siting in relation to the overall plan and civic design of the area. During discussion the following points were made :-

- (i). The siting of the proposed building in relation to the service road in terms of set backs and adjacent buildings on either side should be so as to harmonize with the overall design of the entire complex of Buildings at that site.
- ((ii) Visibility aspect of the building from both the Shahrah-Islamabad and Shahrah-Kashmir in relation to its height and distance from the Highways was to be borne in mind.
- (iii). It was felt that to give monumental effect to the approach to the city from Shahrah-Islamabad it would be desirable to maintain continuity of buildings that are to be located on both sides of the approach.
- (iv) The relationship of the buildings in terms of architecture so as to achieve harmony in design and to create an impression of one complex was considered desirable.
- (v) Reasonable gaps duly landscaped could exist between the buildings in such a manner that it did not defeat the continuity of the complex as a whole.
- (vi) The Chairman observed that to maintain the monumental effect it would be necessary to provide office buildings right up-to the Blue Area i.e. on Western & the Eastern service roads of G-7 & G-8 respectively.

After detailed discussion, it was decided that :-

- (i). A committee consisting of Director Planning, Director Architecture and Director Works be set up to prepare :-
 - (a) The layout plan of the area between Zero point and point 16 i.e. upto the Blue Area.
 - (b) The Zoning Regulations were considered necessary indicating modules and heights of the buildings to be located in the area to provide a transitional link to the Blue Area.
- (ii). The Committee should accomplish the task as early a date as possible and should submit the layout plan/Zoning Regulations to the Board for approval.
- (iii). With a view to apprising the Secretary Communications of the CDA's view point, a special meeting of the Board might be held and the Secretary invited to attend the meeting.
- (iv). The approval to the design of the building of the Directorate General Post Offices should be deferred for the time being.

2. Compilation of procedure manual

The summary submitted by OSD (Procedure) was considered. The F.A./Member explained the background leading to the compilation of the Procedure Manual. Chairman observed that for want of time he had not read the draft Manual and, as such, would like to go through the document before it was finalised. He, however, desired that the procedure in the Financial, Administrative and Accounting fields envisaged in the Manual should be thoroughly studied by the F.A./Member before it was finally approved.

The three points mentioned at (a), (b) & (c) of para 5 of the summary for special consideration by the Board were, however, discussed. Certain observations made by the Chairman and a few points raised by the Member (T) were answered by the F.A./Member, Member (A) and the O.S.D. (Procedure). After some discussion, the following decisions were taken on the points referred to above :-

- (a) The existing discrimination in the notice period in the case of technical and non-technical employees should be removed. The period of notice to be given in either case should, however, be determined by the F.A./Member and Member (A).
- (b) The status-quo be maintained in all cases except in the event of death of an employee in which case the concession to retain the accommodation allotted by CDA be extended to two months. In the case of deputationists, a provision should be made in the Manual to the effect that they would be reverted to their parent offices at least six months before their retirement etc.

- (c) The inclusion of proposed note below rule 199 of the Manual covering inter transfers was approved.

In the end the Chairman on behalf of the Board thanked the O.S.D. (Procedure) for accomplishing the voluminous job of compiling the procedure Manual for the Authority.
