

**CONFIDENTIAL**

**CAPITAL DEVELOPMENT AUTHORITY  
(SECRETARIAT)**

No. CDA-890/BM-Coord/98

Islamabad, January 18, 1999.

Subject:- MINUTES OF THE 19TH MEETING (SPECIAL BOARD MEETING)  
HELD ON 10-11-1998, 21ST MEETING (SPECIAL BOARD  
MEETINGS) HELD ON 30-11-1998, 17-12-1998 AND 6-1-1999 TO  
DISCUSS THE DEMANDS OF CDA EMPLOYEES UNION (CBA)

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Meetings of the CDA Board (Special Board Meetings) to consider the demands of CDA Employees Union (CBA) were held on 10-11-1998, 30-11-1998, 17-12-1998 and 6-1-1999 in the Conference Room, Executive Block, CDA Headquarters, Islamabad.

2. The following attended:-

1. Ch. Qamar Zaman,  
Chairman, CDA/Chief Commissioner ICT. In Chair
2. Mr. Mohammad Bashir,  
F.A/Member, CDA.
3. Mr. Mohammad Ashraf Khan  
Member (A), CDA.
4. Mr. Anwar Said  
Member (Design, CDA.
5. Mr. Abdus Salam Khan Wazir  
Member (E), CDA.
6. Mr. Maqbool Elahi,  
Member (Planning), CDA.
7. Mr. S.A.T. Wasti  
Secretary to the Board.

3. The following were also present:-

1. Mr. Muhammad Rafiq Ahmad,  
Consultant (Engineering), CDA.
2. Mr. S.A.M. Wahidi,  
Consultant (Law)

3. Mr. Imtiaz Inayat Elahi  
DG (Environment)
4. Raja Abdur Rashid,  
Consultant Labour.
5. Mr. Abdul Ghafoor Dogar,  
Director Personnel.
6. Mr. Habib-ur-Rehman,  
Deputy Director Labour Relations.

4. The Meetings started with recitation from the Holy Quran.

5. The minutes of the 19th Meeting of the CDA Board (Special Board Meeting) held on 10-11-1998 (only one item) and 20th Meeting of the CDA Board held on 14-11-1998 were confirmed on 30-11-1998.

6. Deputy Director (Labour Relations) placed the working paper before the Board. At the outset the Chairman observed that the Works Council did not seem to have examined the demand notice thoroughly keeping in view the rules and policies of the Govt. The demands also had implications - administrative and financial or both, which had not been examined, before placing before the Board. The following decisions were taken ad seriatim:-

Demand No. 1: Allotment of Plots:

The matter is subjudice, where CDA cannot take any action.

Demand No. 2: Regularization of Daily Wages Employees.

A separate case be brought before the Board giving information about the number of sanctioned posts against which the daily wage workers are engaged and criteria for their regularization.

Demand No. 3: Creation of 2000 residential plots.

CDA cannot create plots for its employees in any sector or model village. The employees may form a Cooperative housing society and may develop their private housing scheme in Zone 2 and 5, as per laid down procedure and formalities.

Demand No. 4: Upgradation/Enhancement in BPS.

No financial implication of the demand has been worked out. Secondly CDA follows Government pay scales. Any departure from the existing scales would create a precedent which might be embarrassing for Government/Other departments.

Demand No. 5: Redesignation of Cleaners of Sanitation/DMA as Security Guards.

The Sweepers and Khakrobes were redesignated in the past as cleaners on the demand of the CBA. Further redesignation is not agreed to.

Demand No. 6: Enhancement of Quota of Lady Khakrobes.

The quota had already been increased from 5% to 25% in the past further enhancement not agreed.

Demand No. 7: Provision of Suzuki Van to MPO Staff.

Agreed.

Demand No. 8: Provision of Uniforms to all liveried staff.

As per practice in Government department.

Demand No. 9: Appointment of CDA Employees Sons/Daughters.

The existing arrangement to be followed.

Demand No. 10: Restoration of 6 posts of Cane Mechanics.

Already settled.

Demand No. 11: Enhancement of quota from 10% quota for the post of LDC, Enquiry Clerk, Store Clerk etc.

The Government policies should be followed.

Action: Dir. Personnel.  
DD Labour

Demand No. 12. Opening of new dispensaries.

The demand was not agreed to.

Demand No. 13. Revision of sanctioned strength of various Directorates of CDA.

The Board observed that as many as 3,200 persons were recruited/engaged on daily wages basis in the past and the staff was in excess of the sanctioned posts. There was, therefore, no justification for increasing the sanctioned strength. The Board also decided that DG(S) should carry out an exercise to down size the staff of Directorate of Maintenance (Aiwan-e-Sadr).

Demand No. 14. Enhancement of various allowances/special allowances to the drivers of Chairman/Members

The demand was not agreed to.

Demand No. 15. 40% Bonus of Income to the Staff of Special Squad of DMA & MPO's Staff.

The Board felt that the staff of Special Squad of DMA needs to be encouraged by paying them bonus to increase their efficiency. DG(Env) to examine and bring a report in the next meeting.

Demand No. 16. Danger Allowance/Heat Allowance/Dust Allowance.

While the Board did not approve the allowance it desired that action should be taken to improve the conditions in the Zoo at Marghzar.

Demand No. 17. Upgradation of CDA Model School.

The Board desired that the CDA Model School should consolidate the existing facilities and improve the working conditions.

Demand No. 18. Enhancement of Conveyance Allowance.

Since the CDA is following Government Pay Scales, the rate of Conveyance Allowance as admissible in the Government should be followed.

Demand No. 19: Eid Allowance

Since the previous settlement was terminated under Section 40 of I.R.O 1969 which was challenged before NIRC hence matter is subjudice. Therefore, demand is not justified.

Deamdn No. 20: Delivery Allowance.

The demand was not accepted.

Demand No. 21: Audit Allowance to Auditors.

The Board agreed that the practice of AGPR should be followed.

Demand No. 22: Waiving of all advances.

In case of death of an employee recovery of advance be considered on case to case basis.

Demand No. 23: Enhancement of Burrial Charges.

The demand was not agreed to.

Demand No. 24: BPS 14 to All Foremen.

The previous decision should be examined to find out the extent of implementation. It was agreed that all the Foremen be allowed BPS 14 to avoid discrimination.

Demand No. 25: Submission of 10 CDA employees for performance of Umra.

Not agreed.

Demand No. 26: Reduction of age from 51 years to 45 years for performance of Hajj.

Demand No. 28: Performance of Hajj-i-Baitullah.

Due to ban imposed by Federal Government the reference is submitted to the Ministry as per directions of NIRC and the said demands were not agreed to.

Demand No. 27: Grant of back benefit acquitted due to benefit of doubt.

The Board decided that in the case of honourable acquittal, back benefits may be provided. In all other cases, advice of Ministry of Law be sought and cases disposed of accordingly.

Demand No. 29: Overtime to the Drivers of Staff Buses.

Since the CDA is following Government Pay Scales, the rate of Overtime Allowance as admissible in the Government departments should be followed.

Demand No. 30: Payment of telephone bill installed by CDA at the residence of General Secretary (CBA):

The demand was not accepted.

Demand No. 31: Typing Allowance.

The demand was not accepted.

Demand No. 32: Advance increment to LDCs, UDCs & Assistants.

The Works Council did not recommend the acceptance of the demand.

Demand No. 33: Selection Grade to LDCs, UDCs, Assistants and Stenotypists.

The Government rules in respect of grant of Selection Grade should be followed.

Demand No. 34: Enhancement of Cash Handling Allowance.

The proposed enhancement in Cash Handling Allowance was not agreed to.

Demand No. 35: LDCs, UDCs, Assistants, Stenotypists/Stenographers be allowed to appear in the examination of D.A/S.A.S.

Accepted subject to eligibility and fulfilment of codal formalities.

Demand No. 36: Confidential Allowance.

Not agreed.

Demand No. 37: Session Allowance.

The case is under consideration before CDA Board. Hence no need to discuss.

Demand No. 38: Encouragement Allowance.

The demand was not accepted.

Demand No. 39: Appointment/Transfer of CDA Employees in the relevant field.

The demand was accepted.

Demand No. 40: Grant of BPS-16 to Care Taker

In view of ban imposed by the Government on creation/upgradation of posts no further action can be taken for the present.

Demand No. 41: Heat Allowance/Dust Allowance/Danger Allowance.

While the Board did not approve the allowance it desired that action should be taken to improve the conditions in the Zoo at Marghzar.

Demand No. 42: Posting of Enquiry Clerks.

The shortage of staff should be made good by making internal adjustments by the concerned Directorates

Demand No. 43: BPS-5 to Sewer-men.

The demand was not accepted.

Demand No. 44: Increase in the House Rent Allowance.

The Government rules should be followed.

Demand No. 45: Next higher scale.

Since move over including successive move over is admissible, grant of next higher scale was not agreed to.

Demand No. 46: Upgradation in Pay Scale.

Govt. orders and rules are to be followed.

Demand No. 47: Grant of Special Compensatory Allowance to the Staff of Simly Dam.

The case should be examined in the light of Government instructions on the subject. The Board, however, restored the vehicle for pick and drop of the staff.

Demand No. 48: Permission to retain Government Accommodation to widows of CDA employees.

The Board decided to allow the widows of deceased employees to retain Government accommodation for one year.



Demand No. 49: Formation of CDA Foundation:

The Board approved formation of CDA Foundation on the pattern of Fauji Foundation for the welfare of CDA employees. Secretary to the Board was asked to put up a report in one month.

Demand No. 50: Rates of Distribution of bills/notices of the Revenue Directorate.

The Board approved enhancement of the present rates as follows.

From Re. 0.75 to Re. 1.00 per bill  
From Re. 1.00 to Re. 1.50 per notice.

Demand No. 51: Overtime Allowance to Sub Engineers

The demand was not agreed to.

Demand No. 52: 200 litre petrol to Sub Engineers.

The demand may be re-examined keeping in view the requirement of other formations also.

Demand No. 53: Grant of BPS-15 to Sub Engineers

As proposed by the Council the recommendations of the Review Committee would be considered by the Board.

Demand No. 54: Special Financial Aid to the Legal heirs of deceased CDA employees

The Board felt that the present amount of Rs. 5,000/- being paid as financial aid to the legal heirs of the deceased employees should be sufficient.

Demand No. 55: Hammer Allowance

Not agreed by the Council

Demand No. 56: Site Offices for Sanitation Staff and DMA Staff

The Board desired that the Inquiry Offices located in different sectors should accommodate the site offices for Sanitation and DMA Staff also.

Demand No. 57: Grave Supervisor for Christian Graveyard

In view of the ban on creation of posts the demand was not agreed to.

Demand No. 58: MNA Hostel be declared as Bachelor Hostel

The demand is not concerned with the CBA as the same does not cover under "Industrial Dispute".

Demand No. 59: Additional sanctioned strength for DMA

Since there is ban on creation of new posts the demand was not agreed to.

Demand No. 60: Rod Allowance

Not agreed by the Council.

Demand No. 61: Leave on encashment may be revised

As per rules and instructions of the Federal Government.

Demand No. 62: Shift Allowance

Not agreed by the Council.

Demand No. 63: Full payment of Medical Bill

The recommendation of the Council that if a medicine prescribed by the CDA doctor is not available in the approved chemist's shop and the employee purchases it from other chemists then full payment of the bill be imbursed, was accepted by the Board.

Demand No. 64: Post of fitter, Grade-I & II may be merged

The Board decided that the practice of Pak PWD be followed.

Demand No. 65: Civil Defence Staff be declared as field staff

Demand No. 66: Instructional/Institutional Allowance to Civil Defence Staff

Demand No. 67: Washing Allowance to liveried staff of Civil Defence Staff

Demand No. 68: Livery/Uniform to Demonstration Staff of Civil Defence Staff

Since the Civil Defence has been transferred to Islamabad Capital Territory the demands cannot be considered by the Board.

Demand No. 69: Special pay to Lift Operators.

The Board did not agree to the demand.

Demand No. 70: CDA Block of Sector I-8.

The demand was not agreed.

Demand No. 71: Provision of Category-III Vehicles at each Enquiry Office for Shifting of staff.

The Board decided that the availability of placing pickups from surrendered pool should be examined.

Demand No. 72: 150 Litre petrol be provided to Hort. Assistant and Horticulture Forester.

The demand may be re-examined alongwith Demand No. 52.

Demand No. 73: Categorization of drivers

As per policy of the Government.

Demand No. 74: Enhancement of scales of Telephone Operators.

Not agreed to.

Demand No. 75: Ceiling fans in each room of quarters

Agreed. Government be asked for provision of funds.

Demand No. 76: Broom Allowance to all Khakroobs.

It was agreed that only regular Khakroobs working in various CDA offices be given Broom Allowance.

Demand No. 77: Financial benefit for LFP Leave.

Not agreed by the Council.

Demand No. 78: Rain Coats/Long Coats.

The recommendation of the Council was agreed to.

Demand No. 79: Creation of post of Foreman in each Enquiry Office.

Not agreed by the Council.

Demand No. 80: Health Hazard Allowance.

The demand was not agreed to.

Demand No. 81: Enhancement of Medical Allowance.

As per Government Rules.

Demand No. 82: Fixed T.A. to Forest Guards.

Not agreed by the Council.

Demand No. 83: Computer Allowance to KPO/DEO.

As per Government rules.

Demand No. 84: Sanction of post of Lift Supervisor.

In view of the ban on creation of post the demand was not agreed to.

Demand No. 85: Session Allowance.

The case is under consideration before CDA Board. Hence no need to discuss it

Demand No. 86: Uniforms to Security Guards.

The existing practice to continue.

Demand No. 87: Demand No. 62 of Memorandum of Settlement, 1987.

The Committee constituted for the purpose should finalize the matter expeditiously.

Demand No. 88: Fixed T.A. to all the Draughtsman.

Only those draughtsmen who have been declared to perform field duties to get fixed T.A.

Demand No. 89: Creation of Posts.

In view of ban on creation of posts the demand was not agreed to.

Demand No. 90: Enhancement in Basic Pay Scales to the Draftsman working in CDA.

As applicable in Pak PWD.

Demand No. 91: Clarification regarding three Machine Operators working in CDA.

Since this was a discrepancy the Board agreed to rectify it.

Demand No. 92: Additional increments for Draftsmen.

Government instructions to be followed.

Demand No. 93: Enhancement in the quota of promotion of Draftsman.

The demand was not agreed to.

Demand No. 94: Design/Planning Allowance.

The practice being followed in Pak PWD to be implemented.

Demand No. 95: Duty assigned to the DHD in the Divisions.

The Board agreed that proper duties be assigned to all Draughtsmen including DHDs and they may be transferred to Planning Wing as pointed out by Member (P).

Demand No. 96: Special pay to the Technical Staff working in C.E. Laboratory.

The demand was not agreed to.

Demand No. 97: Dress Allowance for field staff of C.E. Laboratory.

As per Government instructions.

Demand No. 98: Providing Motor Cycle to the Field Staff of C.E. Laboratory.

The demand was not agreed to.

Demand No. 99: Conversion of four posts of Field Attendant in C.E. Laboratory.

The demand was not agreed to since there is ban on creation/conversion of posts.

Demand No. 100: Promotion against the vacant posts of Field Assistants.

Promotion to be made on seniority-cum-fitness basis.

Demand No. 101: Re-Designation of Drilling Charge Man in C.E.L.

The demand was not agreed to.

Demand No. 102: Construction of Colony for Christian Employees.

The matter is under consideration.

Demand No. 103: Changing in pay scales of Dispensers.

The demand was not agreed to.

The Board decided that the draft minutes should be seen by Raja Abdur Rashid, Consultant (Labour) before these are submitted to the Board.

7.

The meeting concluded with a word of "thanks" to the Chair.