

YEAR BOOK (2019-2020)



**GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE
DEFENCE DIVISION
RAWALPINDI**

YEAR BOOK 2019-2020



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MINISTRY OF DEFENCE
(DEFENCE DIVISION)
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FOREWORD

Ministry of Defence plays a vital role in the structure of the Government. Within the ambit of National Security, the Armed Forces churn out a precious resource i.e. security which is universally needed in all facets of national endeavour. Insulating the country from external as well internal shocks is its proud and prized duty. Fluid LOC, an attempt at a surgical strike or proxies trying to destabilize the country from within, Armed Forces have blunted all such designs successfully. Other national duties like dealing with the pandemic, floods, earthquakes and locust have also been handled in a timely and effective way.

In a world which is undergoing a significant realignment, military diplomacy serves to dilute isolation which appear as temporary biproducts of flux in international politics. Despite COVID this Ministry has kept channels of communications open with all friendly countries.

As a whole Ministry of Defence is overseeing a huge canvass which includes all the territory within our borders, the air above it and a sea-board half in size of the land area, with just pone purpose in mind, to foster peace and prosperity for the country and region.

This Year Book (2019-20) offers an insight into the notable achievements made by the Defence Division and its Executive Departments in terms of their service delivery efforts, projects and policies undertaken in the areas of education, health, employee's welfare and human resource management. Sensitive and classified information has not been made part of this book for obvious reasons.

**Lt Gen (Retd)
Mian Muhammad Hilal Hussain
Secretary Defence**

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1. Historical Background

1.1. Building

1.1.1. History

The historic building of "Calcutta House" accommodates the Ministry of Defence which is a successor of the Military Department created by the British East India Company in Calcutta in 1776. After the accession of Punjab in the British Empire in 1849, Northern Command of British Indian Army was shifted to Rawalpindi. Setting up of Military Accounts Office was necessitated to manage the accounts of large forces employed in this Command. Consequently, a building was constructed on Mackeson Road, later Adamjee Road, for 'CMA-Western Circle' which was completed in three years 1885-1888. The staff working in building mostly came from Calcutta thus becoming the basis for commonly used name 'Calcutta Daftar'. The building continued to be used by the Military Accounts Department up to 1966 when, with the establishment of Capital in Islamabad, the Ministry of Defence was shifted from Karachi to this building.

1.1.2. Architecture

The building was designed on 'Gothic' Architecture also known as 'French Art'. Its features include the pointed Arches, the ribbed vault and the flying buttress. This Architecture is most familiar for ecclesiastical (Great Cathedrals, Abbeys and Churches) in Europe as well as the architecture of Castles, Town Halls, Guild Halls and Universities.

1.1.3. The Construction and Renovation

The building was constructed with bricks measuring 28x15x9 cm to 30x14x10 cm with interstices of about 1.5 cm which were not produced by local kilns but by a specialized offsite enterprise. For supervision of each brick made, an English Sub Divisional Officer (SDO) of MES pitched his tent besides a specially built kiln in the vicinity of a

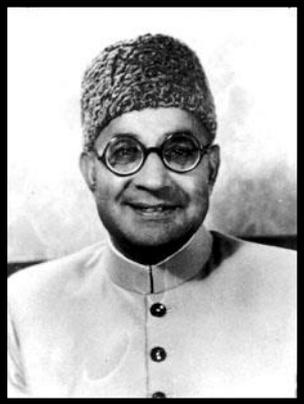
Rawalpindi locality known as 'Jhanda Chichi'. Over the years the original façade of the building became dilapidated/disfigured due to climactic conditions and modifications etc. The original bricks were masked due to paint/ whitewash etc. The same has been renovated and brought back to its original glory.

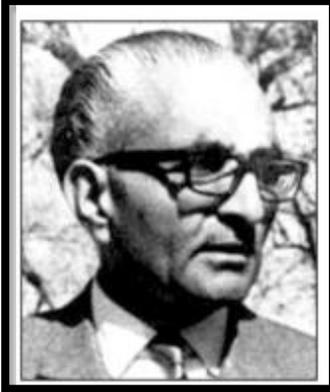
The restoration and renovation work of the building was started in 2011, by hiring craftsmen from Bahawalpur who possessed the skill & art of traditional construction. The present outlook of the building is a proof of their skills and excellent craftsmanship. The restoration/renovation work was completed in June 2014.

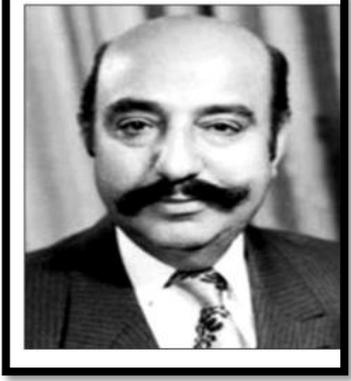
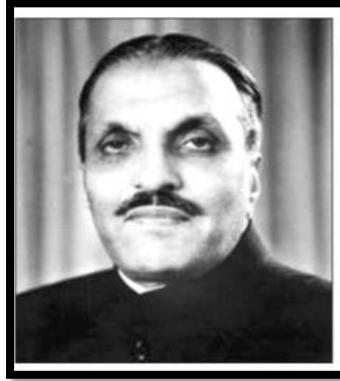
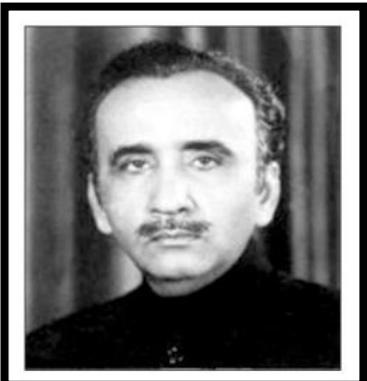
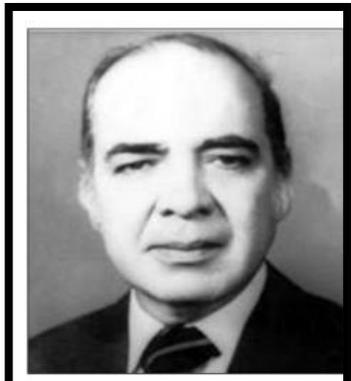
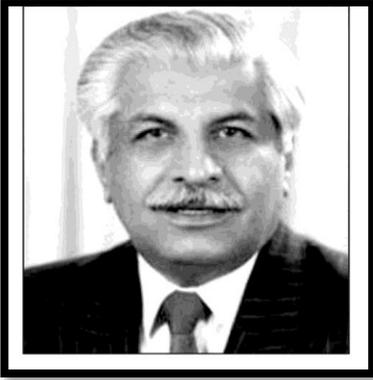
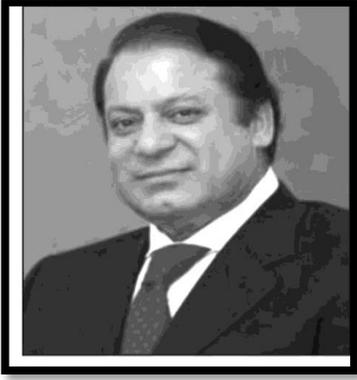
1.2. Heads/Secretaries of Ministry

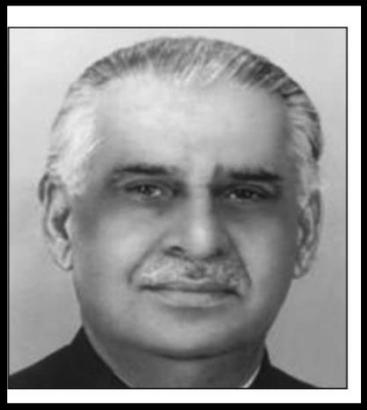
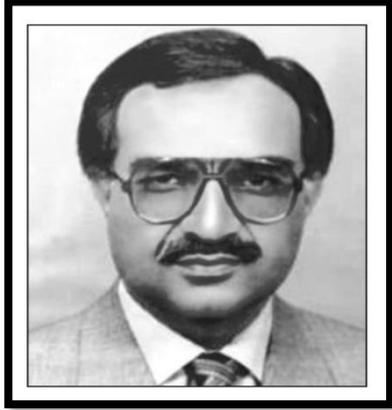
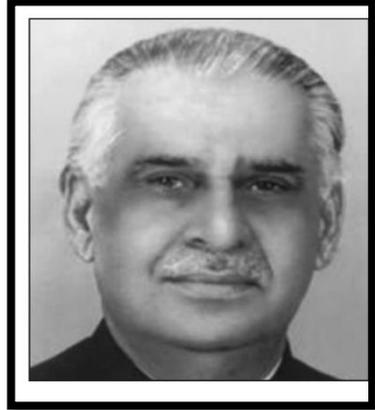
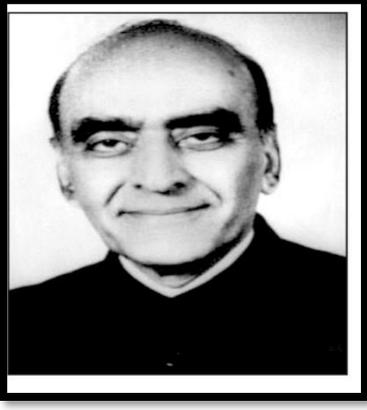
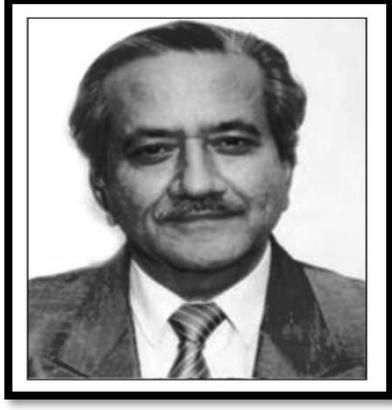
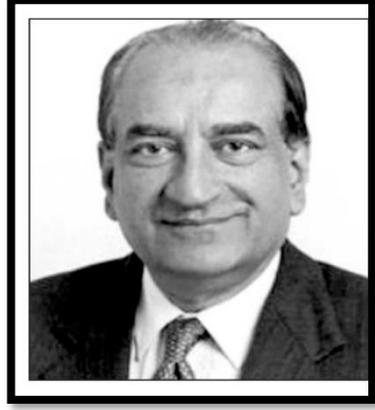
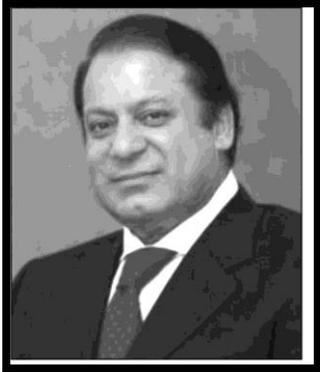
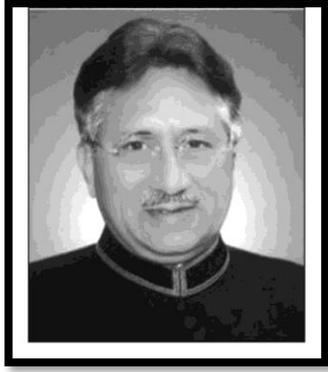
Ministry of Defence had the privilege of being headed by a large canvas of luminaries who are photographed below. The very next page contains the names of the honorable members of the Senate/ National Assembly Standing Committees on Defence.

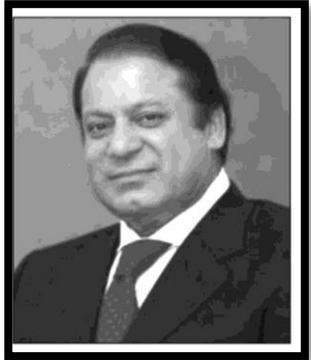
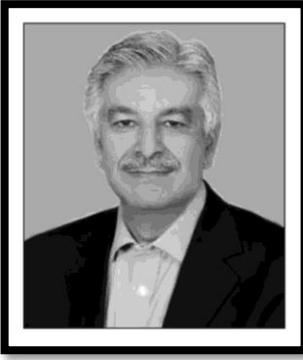
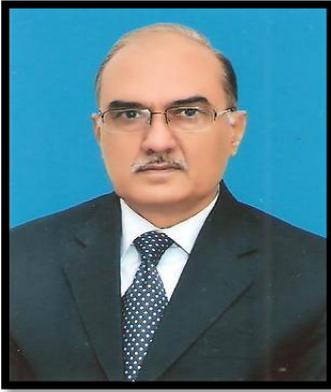
1.2.1. Heads of Ministry

		
Liaqat Ali Khan	Khawaja Nazimuddin	Muhammad Ali Bogra
18-08-1947 to 16-10-1951	24-10-1951 to 16-04-1953	17-04-1953 to 23-10-1954

		
Gen Ayub Khan 24-10-1954 to 10-08-1955	Ch. Muhammad Ali 11-08-1955 to 11-09-1956	Huseyn Shaheed Suhrawardy 12-09-1956 to 17-10-1957
		
Mian Mumtaz Khan Daultana 18-10-1957 to 15-12-1957	Malik Feroz Khan Noon 16-12-1957 to 07-04-1958	M.A Khuhro 08-04-1958 to 07-10-1958
		
Gen Muhammad Ayub Khan 28-10-1958 to 20-10-1966	Vice Admiral A.R Khan 21-10-1966 to 04-04-1969	Gen Agha Muhammad Yahya Khan 05-04-1969 to 20-12-1971

		
Zulfikar Ali Bhutto 24-12-1971 to 05-07-1977	Gen Muhammad Zia-ul-Haq 05-07-1977 to 26-08-1978	Ali Ahmad Talpur 27-08-1978 to 25-02-1985
		
Gen Muhammad Zia-ul-Haq 26-02-1985 to 22-03-1985	Muhammad Khan Junejo 23-03-1985 to 29-05-1988	Mahmood A. Haroon 09-06-1988 to 01-12-1988
		
Mohtarma Benazir Bhutto 02-12-1988 to 05-08-1990	Ghulam Mustafa Jatoi 06-08-1990 to 05-11-1990	Muhammad Nawaz Sharif 06-11-1990 to 09-09-1991

		
Justice (R) Syed Ghous Ali Shah	Mir Hazar Khan Bijarani	Justice (R) Syed Ghous Ali Shah
10-09-1991 to 24-04-1993	25-04-1993 to 25-05-1993	26-05-1993 to 17-07-1993
		
Moeen Qureshi	Aftab Shahban Mirani	Shahid Hamid
18-07-1993 to 18-10-1993	19-10-1993 to 04-11-1996	05-11-1996 to 16-02-1997
		
Muhammad Nawaz Sharif	Gen Pervez Musharraf	Rao Sikandar Iqbal
17-02-1997 to 11-10-1999	12-10-1999 to 22-11-2002	23-11-2002 to 15-11-2007

		
<p>Salim Abbas Jilani 11-11-2007 to 25-03-2008</p>	<p>Chaudhry Ahmad Mukhtar 31-03-2008 to 02-06-2012</p>	<p>Syed Naveed Qamar 03-06-2012 to 16-03-2013</p>
		
<p>Muhammad Nawaz Sharif 05-06-2013 to 26-11-2013</p>	<p>Khawja Muhammad Asif 27-11-2013 to 28-07-2017</p>	<p>Engr Khurram Dastgir Khan 29-07-2017 to 25-06-2018</p>
		
<p>Lt. Gen. (retd) Naeem Khalid Lodhi 26-06-2018 to 18-08-2018</p>		

1.2.2. Secretaries of Ministry

Since independence, the Division has been headed by the following notables: -

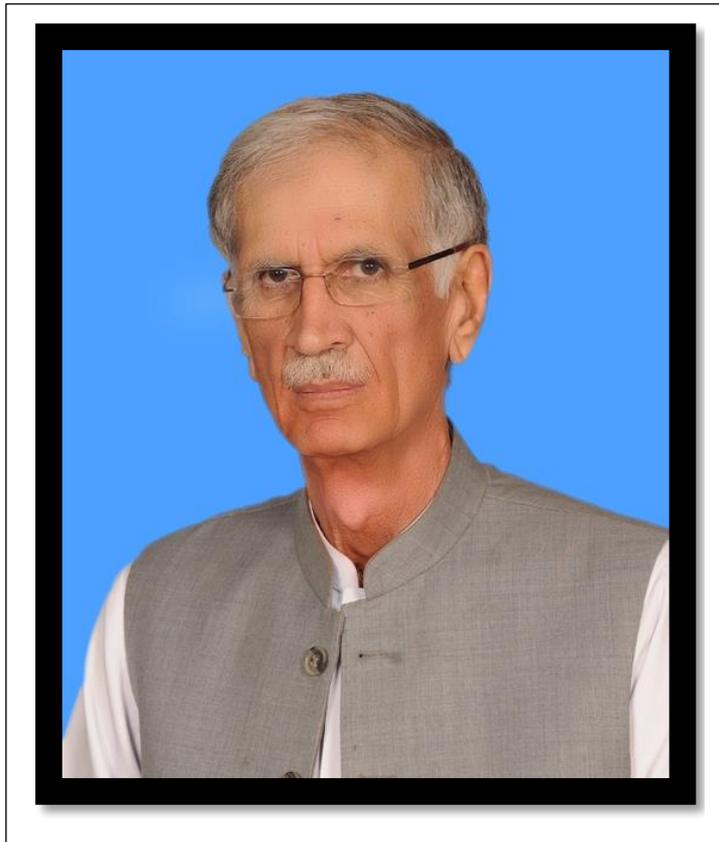
Sr	Name	From	To
1.	Maj Gen Iskandar Mirza	Oct 47	May 54
2.	Mr. Akhtar Hussain	Jun 54	Aug 57
3.	Mr. Muhammad Khurshid	Mar 58	Jun 59
4.	Mr. S. Fida Hussain	Jul 59	Aug 61
5.	Mr. Nazir Ahmed	Aug 61	Sep 65
6.	Mr. S. Fida Hussain	Sep 65	Jun 66
7.	Mr. S. I. Haque	Jul 66	Dec 66
8.	Mr. S. Ghias Uddin Ahmad (SG)	Dec 66	Aug 73
9.	Maj Gen Fazal Muqeem Khan (Retd)	Aug 73	Oct 77
10.	Mr. Ghulam Ishaq Khan (SG)	Dec 73	Jul 77
11.	Lt Gen Ghulam Jilani Khan	Oct 77	Jul 79
12.	Lt Gen Ghulam Jilani Khan (SG)	Jul 79	May 80
13.	Rasheed ud Din Arshad	Jul 80	Sep 80
14.	Maj Gen M. Rahim Khan (Retd) (SG)	Nov 80	Dec 85
15.	Mr. Asif Rahim	Sep 80	Feb 84
16.	Mr. Aftab Ahmad Khan	Feb 84	Aug 85
17.	Syed Ijlal Haider Zaidi	Aug 85	Nov 89
18.	Syed Salim Abbas Jilani	Nov 89	Nov 96
19.	Mr. Hasan Raza Pasha	Nov 96	May 97
20.	Lt Gen Iftikhar Ali Khan (Retd)	May 97	Oct 99
21.	Lt Gen Nasim Rana (Retd)	Oct 99	Mar 2001
22.	Lt Gen Hamid Nawaz Khan (Retd)	Mar 2001	May 2005
23.	Lt Gen Tariq Waseem Ghazi (Retd)	May 2005	April 2007
24.	Mr. Kamran Rasool	April 2007	Nov 2008
25.	Lt Gen (R) Syed Athar Ali	Nov 2008	Nov 2011
26.	Lt Gen (R) Naeem Khalid Lodhi	Nov 2011	Jan 2012
27.	Mrs. Nargis Sethi	Jan 2012	Jul 2012
28.	Lt Gen Asif Yasin Malik (Retd)	Jul 2012	Jul 2014
29.	Lt Gen Muhammad Alam Khattak (Retd)	Aug 2014	Aug 2016
30.	Lt Gen Zamir ul Hassan Shah (Retd)	Aug 2016	Aug 2018
31.	Lt Gen Ikram Ul Haq (Retd)	Aug 2018	Aug 2020
32.	Lt Gen Mian Muhammad Hilal Hussain (Retd)	Aug 2020	To date

1.2.3. Members of Standing Committee of Senate on Defence

Sr	Name	
1.	Walid Iqbal	Chairman
2.	Abdul Rehman Malik	Member
3.	Anwar ul Haq Kakar	Member
4.	Chaudhary Tanvir Khan	Member
5.	Dr. Muhammad Farogh Naseem	Member
6.	Lt. General Abdul Qayyum HI (M) Retd.	Member
7.	Mir Kabeer Ahmed Muhammad Shahi	Member
8.	Muhammad Javed Abbasi	Member
9.	Muhammad Talha Mahmood	Member
10.	Mushahid Hussain Sayed	Member
11.	Mushtaq Ahmed	Member
12.	Sajjad Hussain Turi	Member
13.	Sherry Rehman	Member

1.2.4. Members of Standing Committee of National Assembly on Defence

Sr	Name	
1.	Mr. Amjid Ali Khan	Chairman
2.	Mr. Tahir Sadiq	Member
3.	Chaudhary Farrukh Altaf	Member
4.	Syed Faiz Ul Hassan	Member
5.	Ch Muhammad Barjees Tahir	Member
6.	Mr. Riaz Ul Haq	Member
7.	Mr. Muhammad Khan Daha	Member
8.	Mr. Aurangzeb Khan Khichi	Member
9.	Mr. Alam Dad Laleka	Member
10.	Mian Riaz Hussain Pirzada	Member
11.	Mr. Ghous Bux Khan Mahar	Member
12.	Mr. Khursheed Ahmed Junejo	Member
13.	Mr. Aftab Shahban Mirani	Member
14.	Mir Amer Ali Khan Magsi	Member
15.	Mr. Jamil Ahmed Khan	Member
16.	Syed Amin Ul Haque	Member
17.	Mr. Salahuddin Ayubi	Member
18.	Ms. Rubina Irfan	Member
19.	Mr. Ramesh Kumar Vankwani	Member
20.	Ms. Kanwal Shauzab	Member
21.	Minister for Defence	Ex-Officio/ Member



Mr. Pervez Khattak
Minister for Defence



**Lt Gen Mian Muhammad Hilal Hussain, HI(M)
(Retd)
Secretary Defence**

2. Defence Division

2.1. Introduction

Defence Division is the only Division of Ministry of Defence. The Defence Division being the Administrative Division and Secretariat of the Ministry of Defence is responsible for the achievements of its Mission Statement.

2.2. Vision Statement

"Secure Pakistan"

2.3. Mission Statement

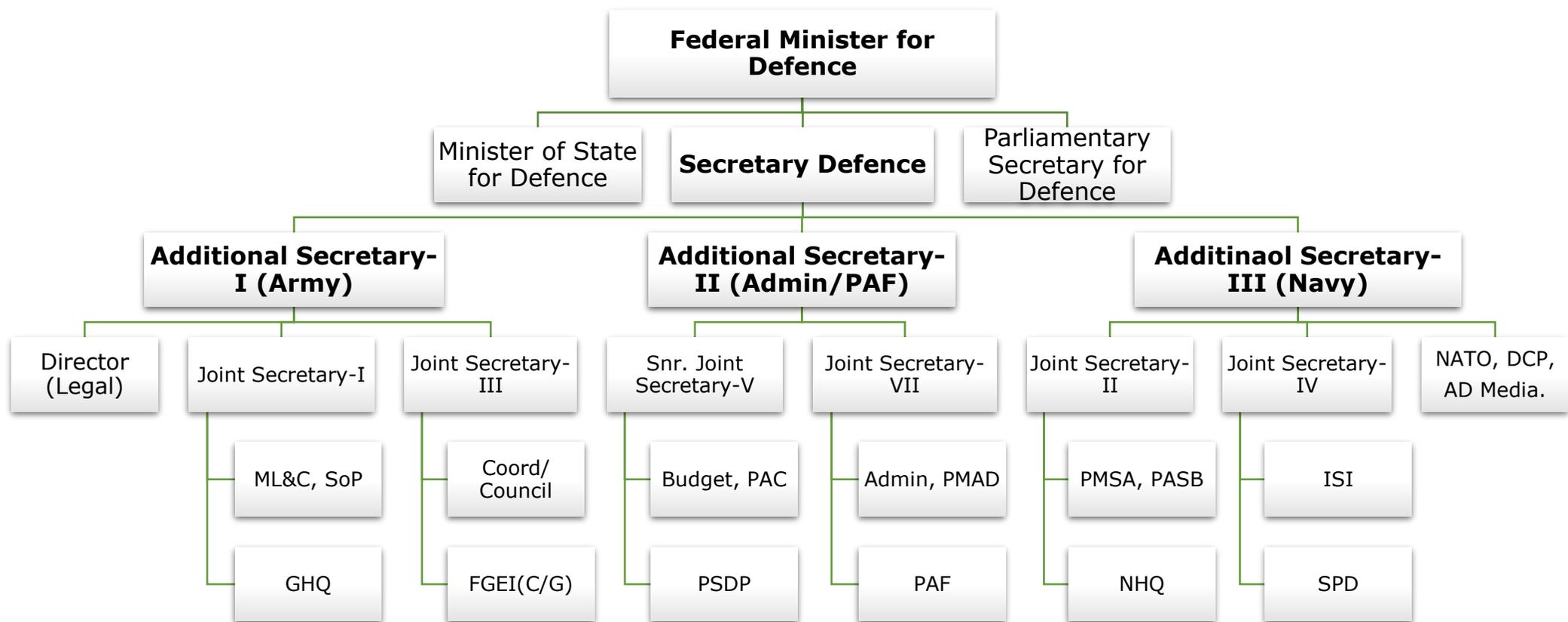
"To preserve and defend the national sovereignty and territorial integrity of the Islamic Republic of Pakistan and protect its national interests and assets through military means and other defence related capabilities".

2.4. Tasks

- Formulation, coordination and execution of Defence Policy of Pakistan and other defence related policies in pursuit of its mission statement
- Improve synergy between Armed Forces of Pakistan and inter services organization vis-a'-vis progress and performance
- To strengthen global network of allies and partners to maintain balance of power through military diplomacy
- Establishment of security related research & development base to support security operations
- To administer Armed Forces of Pakistan, Executive departments and manage their requirements
- To conduct persistent internal review & maintenance of internal control systems through audit & monitoring
- To assist other national institutions in disaster management, surveying & mapping, military operations other than war and border management
- Provision of affordable education and quality healthcare.
- To ensure people-oriented local governance and effective management in cantonments
- Welfare of ex-servicemen

2.5. Organization of Defence Division

Defence Division has a total strength of 455 which includes 79 officers and 376 staff members. As per organogram shown on next page:



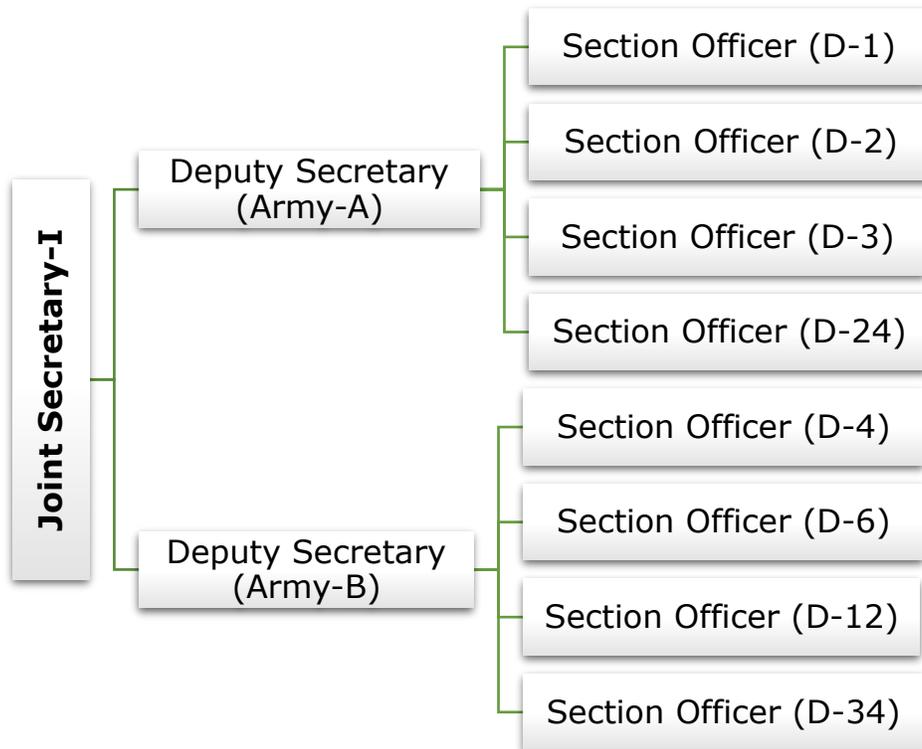
2.6. Executive Departments

- 1) Pakistan Armed Services Board (PASB).
- 2) Survey of Pakistan (SoP).
- 3) Pakistan Military Accounts Department (PMAD).
- 4) Pakistan Maritime Security Agency (PMSA).
- 5) Military Lands & Cantonments Department (ML&C).
- 6) FG Educational Institutions (Cantonments/Garrisons) Directorate FGEIs(C/G)

2.7. Main Functions: Additional Secretary-I (Coord/Army)

- 1) All Policy/Ministry level matters related to Pak Army.
- 2) Administrative Control of the following Attached Departments: -
 - a. Directorate Military Lands & Cantonments.
 - b. Survey of Pakistan.
 - c. FGEI (C/G) Directorate.
- 3) Coordination among the Departments/Organizations under MoD. Organization of Army Wing, Coordination and Council work under Additional Secretary-I
- 4) Security of MOD Premises

2.7.1. Army Wing



2.7.1.1. D-1 Section

- 1) All matters relating to the following Directorates of GHQ: -
- 2) Staff Duties: -
 - a. Military Operations {Monitoring of Line of Control & Working Boundary}
 - b. Infantry {Construction of Roads & Bridges in AJ&K & Northern Areas}
 - c. Combat Development (CD), Armoured Corps (AC), Electronic Warfare, C4I, Organization & Management, Psy Ops, Joint Operations, Personnel Administration, Military Intelligence, Budget, D.S.G.
- 3) Processing of Cases of Visiting Foreign Dignitaries.
- 4) Visits Abroad of Senior Officers.
- 5) Deployment of Army in Aid of Civil Power.

- 6) LOC Monitoring and Construction of Roads/Bridges etc in AJK&FCNA.
- 7) Deputation of Other Ranks to Civil Departments.
- 8) TO&E (Deployment of troops in aid of Civil Administration)

2.7.1.2. D-2 Section

All administrative matters relating to: -

- 1) Military Secretary Branch.
- 2) Personnel Services Dte.
- 3) ASC Dte.
- 4) Medical Dte.
- 5) JAG Deptt., GHQ.
- 6) TO&E (Prime Minister/President's Directives, Petitions).

2.7.1.3. D-3 Section

All administrative matters relating to: -

- 1) Director Works & Chief Engineer (Army) GHQ, Rwp.
- 2) Qtg Dte (QMG's Branch)
- 3) Engineer-in-Chief's Branch
- 4) Director Works & Chief Engineer (DC1), GHQ, Rwp.
- 5) Deputation of civilian officers / officials abroad and in the country.

2.7.1.4. D-24 Section

All administrative matters relating to Armed Forces Officers: -

- 1) Secondment / deputation to Govt. Departments.
- 2) Re-employment.
- 3) Induction into Civil.
- 4) Military aspects of bilateral talks with India on Siachen issue.

2.7.1.5. D-4 Section

All administrative matters relating to: -

- 1) Remount Veterinary & Farms Dte.
- 2) Supply & Transport Dte.
- 3) Logistics Dte.
- 4) Pay, Pension & Allowances Dte.
- 5) Signals Dte.
- 6) Army Air Defence Dte.
- 7) Artillery Dte.
- 8) Allotment / Resumption of Stud land.
- 9) Canteen Stores Department.
- 10) GSM Net Working.
- 11) TO & E (Recruitment, re-organization, rules/regulations etc.).

2.7.1.6. D-6 Section

All administrative matters relating to: -

- 1) Military Lands & Cantonments Department.
 - a. Defence Complex, Islamabad.
 - b. Cantonment Boards, excluding land matters.
 - c. Creation of new Cantt Boards.
- 2) All matters relating to and emanating from Pakistan Defence Officers Housing Authority. (DHA) Karachi, DHA Islamabad, DHA Lahore & DHA Peshawar.
- 3) All kinds of petitions received from the President's/Prime Minister's Sectt., and petitions addressed to Minister for Defence, Secretary Defence, Ministry of Defence relating to land matters.

2.7.1.7. D-12 Section

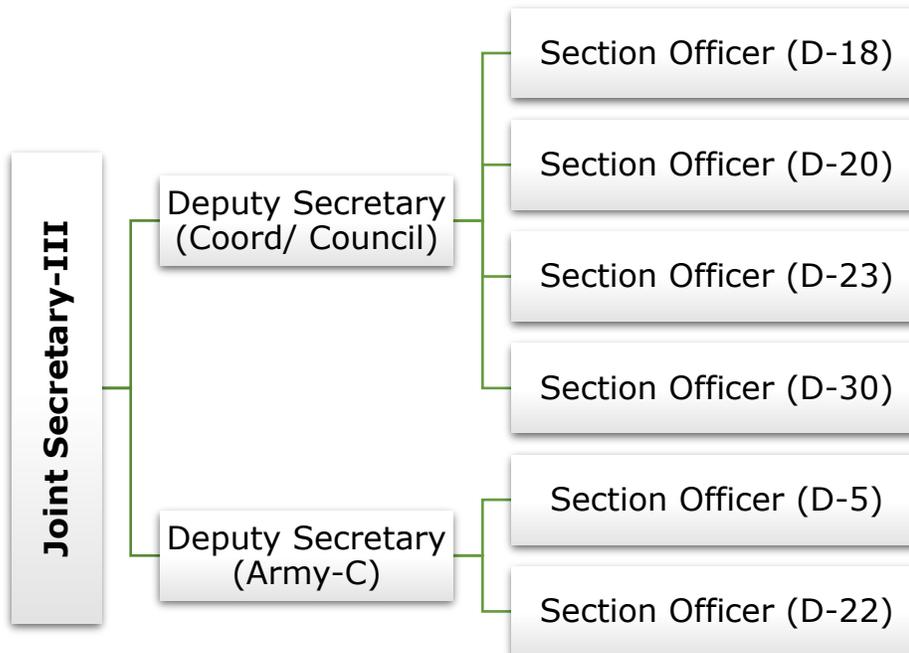
- 1) Leasing out of military lands to the Departments/ Organizations/Persons in different "Schedules"
- 2) Classification/re-classification of military land, conversion of old grants/Cantonment Code Leases into Regular Lease under Cantonment Land Administration (CLA) Rules, 1937.
- 3) Formation of policy, disposal of surplus military land and camping grounds, conversion of military lands for commercial purposes / installation of petrol pumps/CNG stations on military lands.
- 4) Litigation in different Civil Courts / High Courts / Supreme Court of Pakistan about military lands disputes
- 5) Transfer of Provincial Government lands to Federal Government for Defence purposes and acquisition of private land under Land Acquisition Act, 1894.
- 6) Matters pertaining to establishment of Defence Officers Housing Schemes on surplus military lands
- 7) Matters pertaining to town planning of Defence Officers Housing Schemes in Cantonments i.e. approval of layout plans of Housing Schemes
- 8) Matters pertaining to allotment of plots to Civilian Officers of Ministry of Defence/Military Finance and Defence Paid Organizations
- 9) All land matters pertaining to Cantonment Board's Class 'C' land, disposal/auction of plots
- 10) Disposal/auction of Army/PAF surplus lands through open auction.

2.7.1.8. D-34 Section

All administrative and budgetary matters relating to:

- 1) Survey of Pakistan
- 2) Engineering Dte
- 3) Military Training Dte
- 4) TO&E (policy, administration, appointments and promotion etc)

2.7.2. Coord/Council Wing



2.7.2.1. D-18 Section

- 1) Circulation of communications received from all Federal Ministries/Divisions (except President/PM's Secretariat & Finance Division) to all Attached Departments under MoD.
- 2) Submission of quarterly, monthly and weekly reports to quarters concerned.
- 3) Supply of information/data called for by the Federal Ministries/Divisions in respect of Departments/Organizations under MoD.
- 4) Submission of nominations of officers working in MoD (Main) and its Attached Departments for training courses i.e. Senior Management Course, Pakistan Administrative Staff College and other institutions.
- 5) Conducting of Departmental Selection Board's meeting for promotion of BS-18 officer to BS-19 of Attached Departments and subordinate offices working under Ministry of Defence.
- 6) Coordination with Provincial Governments.
- 7) Compilation of Yearbook of Ministry of Defence.

- 8) Coordinating in Central Selection Board (CSB)'s meeting for promotion of BS-20 to BS-21 of Attached Departments and subordinate offices working under Ministry of Defence.
- 9) Presentation, special task, report or project assigned by Competent Authority.
- 10) Coordinating in matters related to Prime Minister Delivery Unit (PMDU).
- 11) Complaint Handling of Pakistan Citizen's Portal (PCP).
- 12) Task Handling on Task Management System (TMS).
- 13) Coordinating of monthly meetings chaired by Secretary Defence of PCP & TMS.
- 14) Any other special task assigned.

2.7.2.2. D-20 Section

All matters relating to and emanating from National Assembly and Senate Secretariats pertaining to Defence Division and its Departments/Organizations.

2.7.2.3. D-23 Section

- 1) All co-ordination matters/cases relating to Joint Chiefs of Staff Committee (JCSC), Defence Committee of Cabinet (DCC), Defence Council (DC), implementation of decisions of Cabinet, ECC, ECNEC.
- 2) Disposal of gifts received by services personnel.
- 3) Disposal of petitions received from President's/Prime Minister's Secretariat and other Divisions, progress reports.
- 4) Coordination on receipts from President / Prime Minister's Secretariats and Ministry of Finance and circulation to all concerned.
- 5) Disposal of all disputed receipts

2.7.2.4. D-30 Section

- 1) All matters relating to and emanating from PP&A and Welfare and Rehabilitation Directorates of GHQ.
- 2) Matters relating to tree plantation in tri-service and Attached Departments.
- 3) Import of duty-free cars for disabled army personnel.
- 4) Pension Appeal Committee.
- 5) Disposal of all complaints against Ministry of Defence and its Attached Departments received from Prime Minister/ President Secretariat, Wafaqi Mohtasib Sectt and Secretary Defence Office.

2.7.2.5. D-5 Section

All administrative matters relating to:

- 1) Inspection & Technical Development Dte.
- 2) Electrical & Mechanical Engineering Dte.
- 3) Ordnance Dte.
- 4) Mujahid Dte.
- 5) Janbaz Dte.
- 6) Weapons & Ammunition Dte.
- 7) Issue of Stores on Loan/Payment to Civil Armed Forces.
- 8) CAF & Military deployment on payment i.e. Coast Guard.
- 9) Administrative matters of civil employees of GHQ and that of lower formations of Army.

2.7.2.6. D-22 Section

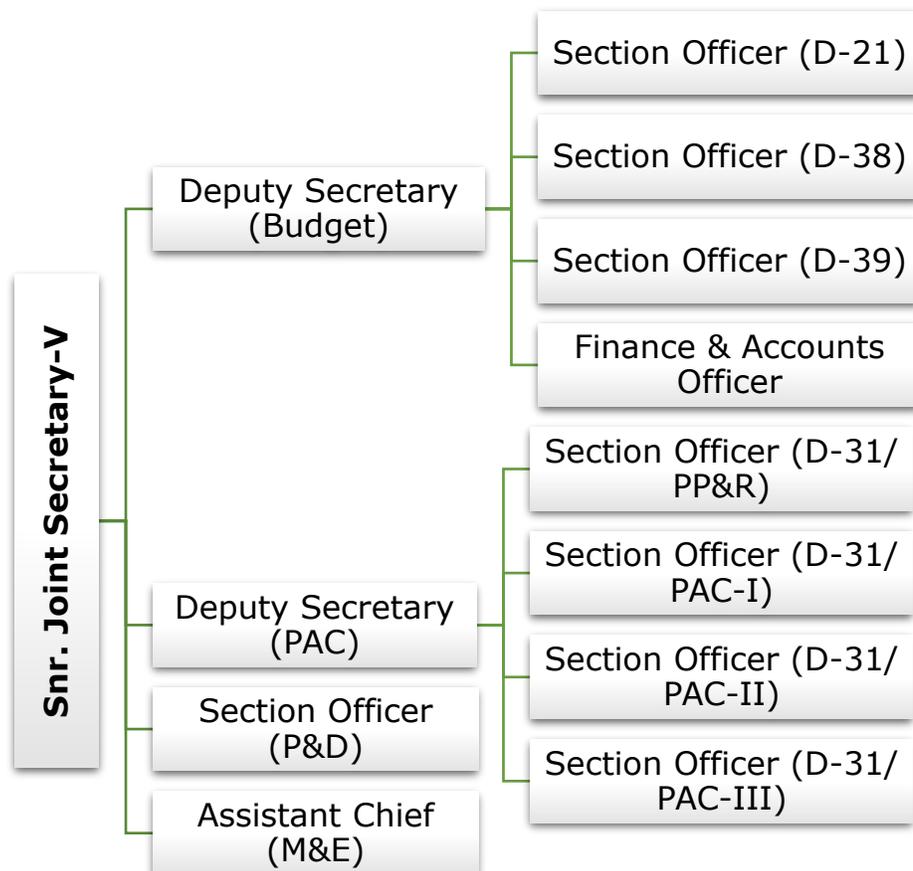
This Section deals with all the administrative and financial matters including recruitment, promotion, budget, PSDP, petitions/appeals, deputation, litigation, medical re-imburement and other allied matters of Federal Government Educational Institutions (Cantt/Garrison) Dte and HRD Dte, GHQ., disciplinary cases of employees of BS-17 and above of FGEI and matters related to Cadet Colleges.

2.7.2.7. Director Legal

- 1) Monitoring of Legal cases pending in the Supreme Court and other various Courts of the country.
- 2) Rendering legal advice to all the Attached Departments of the MoD.
- 3) Vetting of contracts / MOUs etc.
- 4) Legislation work.
- 5) Handling of petitions filed by various individuals against the Services Headquarters.
- 6) Processing and handling of various applications received from Human Rights Cell of Supreme Court of Pakistan.
- 7) Monitoring of the cases presented before the National Crisis Management Cell established in Ministry of Interior / Commission of Inquiry on Enforced Disappearances.
- 8) Attending the hearings of the Supreme Court, High Courts and Commission of Inquiry on Enforced Disappearances on behalf of Secretary Defence.

2.8. Main Functions: Additional Secretary-II (Admin/PAF)

- 1) All Policy/Ministry level matters related to PAF.
- 2) Defence Budget for the Armed Forces, Attached Departments & Inter-Services Organizations.
- 3) Inter-Ministries/Divisions Co-ordination.
- 4) Council work covering Parliament Affairs.
- 5) Work related to Public Accounts Committee (PAC).
- 6) Administrative Control/Support, Budgeting & Security of the Ministry of Defence.
- 7) Administrative control of Pakistan Military Accounts Department (PMAD).



2.8.1. Budget & Public Accounts Committee (PAC) Wing

2.8.1.1. D-31 (PAC-I Section)

- 1) All works pertaining to processing of Draft Audit Paras/Audit observations/audit reports on accounts of Army, ISI, MSA, FGEI(C/G) Dte., SUPARCO, ML&C Department. (Civil) and Defence Division (Main) and Organizations under the administrative control of Ministry of Defence.
- 2) All works relating to Appropriation of Accounts (Civil).
- 3) Distribution of PAC directives, collection of compliance reports and submission of consolidated compliance reports to National Assembly Sectt for examination of PAC.
- 4) Follow-up action on compliance to PAC/DAC directives and for replies to all references.

2.8.1.2. D-31 (PAC-II Section)

- 1) All work pertaining to processing Draft Audit Paras / Audit observations / audit reports on accounts of Pakistan Navy, PAF, PMAD/MAG Office, ML&C.
- 2) Printing of book on Appropriation Accounts (Defence Services) every year.
- 3) Handling of GSA cases.
- 4) Distribution of PAC directives to all concerned, collection of compliance reports thereto and submission of consolidated compliance reports to National Assembly Sectt. for examination of PAC.
- 5) Pursuing Services / Departments for compliance of DAC/ PAC directives and submission of final replies to all concerned.

2.8.1.3. D-31 (PAC-III Section)

- 1) Deals with 'Proposed Draft Paras' (PDP), Draft Paras/Audit Paras/Special Audit Reports pertaining to Army, FWO, NDU, NLC, PASB, JSHQ and FGEI.
- 2) Holding of DAC/PAC, in house meetings to watch the compliance of DAC/PAC and to submit the Compliance Report to National Assembly Secretariat (PAC Wing), Islamabad.

- 3) Coordination among all executives and audit authorities with reference to carry-out the verification.
- 4) Holding of Inter-Departmental-Committee (IDC)'s meetings in the light of DAC/PAC directives accordingly.
- 5) To establish liaison with all respective executives with reference to ensure the Compliance of Public Accounts Committee (PAC).
- 6) Coordination with Director General Audit Defence Services about local Test Audit Report (LTAR), including Proposed Draft Paras etc.

2.8.1.4. D-31 (PP&R Section)

- 1) All policy matters of tri-services relating to Revision of Pay, Pension and Allowances of Armed Forces personnel / officers, JCOs etc.
- 2) Privileges of Chairman of Joint Chiefs of Staff Committee (JCSC) and Services Chiefs.
- 3) Updating / revision and amendments in tri-services books of rules/regulations.
- 4) Allotment of numbers to the Army Instructions as well as Joint Services Instructions.

2.8.1.5. D-31 (Budget-I Section)

- 1) All matters relating to and emanating from budget demands and preparation of budget in respect of all three services of Armed Forces including their lower formations/units, DP Establishments & POF.
- 2) Examination/Processing of proposals for re-appropriation relating to Defence Services.
- 3) Examination/Processing of proposals for additional allocation, relating to Defence Services.
- 4) Submission of Notes/Summaries for Supplementary Grants / Technical Supplementary Grants to Finance Division/Prime Minister's Sectt.
- 5) Monitoring the trend of expenditure of Defence Services booked by MAG through monthly expenditure reports to keep the expenditure within the allocation.
- 6) Allocation of Supplementary Grants to Civil Armed Forces through Ministry of Interior.

- 7) Preparation of Appropriation Accounts and its submission to Accountant/Auditor General.
- 8) Quarterly allocation of Loans/Advances (HBA/CA) to Defence Services.

2.8.1.6. D-38 (Budget-II Section)

- 1) All cases relating to examination of budget demands and preparation of budget in respect of JSHQs Chaklala, DG ISI, NDU, MAG, DMS(IS), E-in-C's Branch GHQ, ML&C Deptt, ISPR Dte, PASB, ISSB Kohat, Defence Archives, SSCB.
- 2) Welfare of civilians of AFHQ, delegation abroad, Defence Division (Main).
- 3) Accounts Organizations i.e. CCMA, CAF & CNA examination of proposals for re-appropriation and additional allocation, (preparation of F.E. Budget of ISO/Account Organizations).
- 4) Distribution of budget to ISOs/ Account Organizations and submission of summaries for supplementary / technical supplementary grants to Finance Division.
- 5) Maintenance of Secretary Reserve, and examination / procurement of different proposals of additional allocation out of Secretary Reserve.

2.8.1.7. D-39 Section

- 1) Examination of demands relating to allocation of funds to AFDP, Operation Al-Mizan, UNCB & UN Mission Abroad.
- 2) Obtaining allocation of funds from Finance Division relating to tri-services demand including JF-17.
- 3) Re-appropriation of above packages.
- 4) Co-ordination with JSHQs/Services concerned in connection with clarifications sought by the Finance Division.
- 5) Reconciliation of STA & UN Re-Imbursement Account.

2.8.1.8. Finance & Accounts Officer (F&AO)

- 1) All matters relating to maintenance and reconciliation of accounts.
- 2) Co-ordination and scrutiny of budget expenditure and receipt.
- 3) Advice in delegated fields, internal check / audit, compliance with the rules and orders.

- 4) All the work relating to PAC and audit observations in respect of Civil Departments and Ministry of Defence (Main).

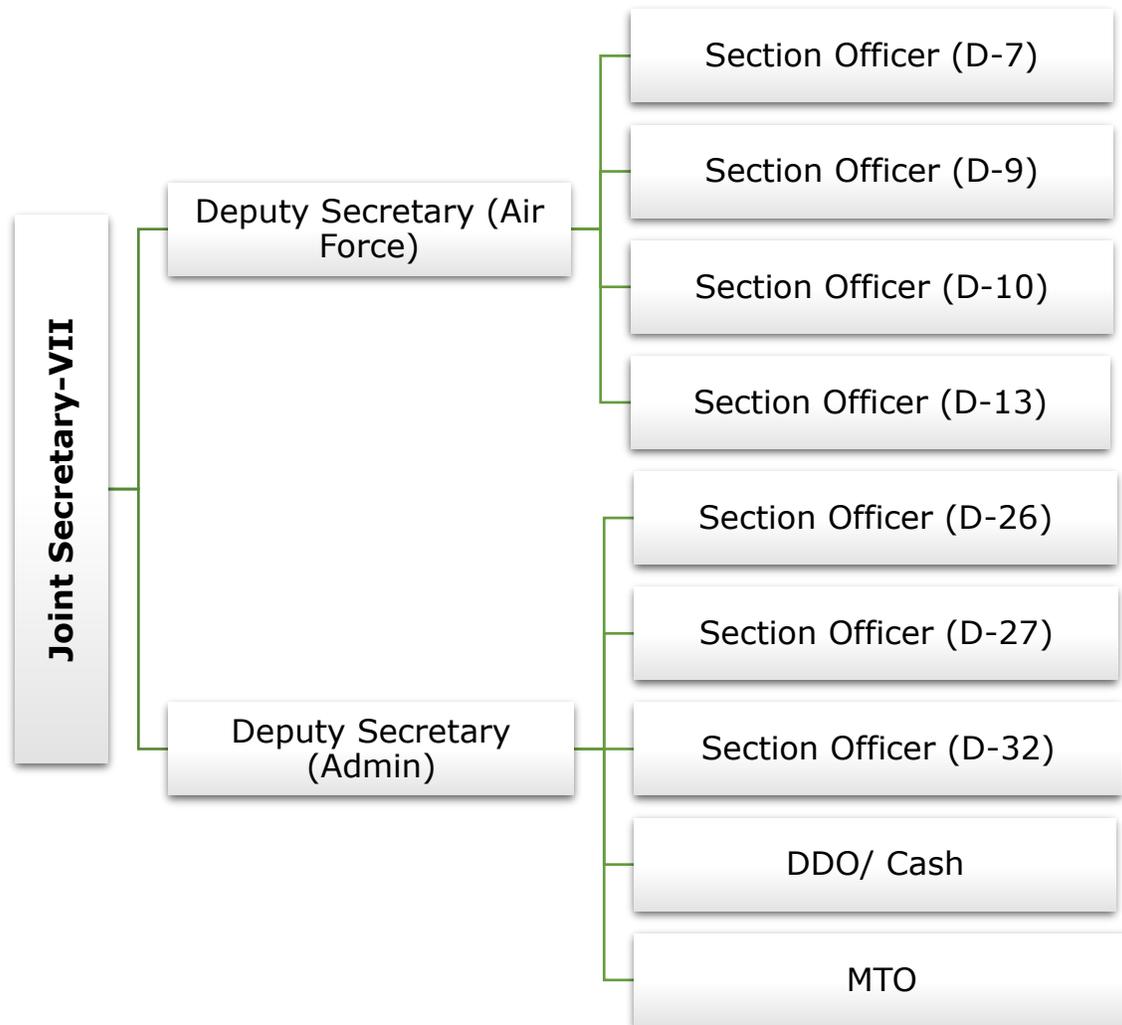
2.8.1.9. Monitoring and Evaluation (M&E) Cell

- 1) To monitor the physical and financial progress of PSDP projects of Defence Division.
- 2) To arrange preliminary meetings in the Ministry.
- 3) To participate in quarterly review meetings of Planning and Development Division.
- 4) To disseminate minutes of the meeting to the executing agencies.
- 5) To facilitate the departments/agencies to remove bottlenecks, issues in the implementation of PSDP projects.
- 6) To pay site visits to the projects sites of Defence Division to evaluate physical progress.
- 7) To co-ordinate and collate the cash flow plans of the developmental projects with the Planning Division and Finance Division and to facilitate the executing agencies in preparation of cash/work plans.
- 8) To facilitate the executing agencies in preparation of Project documents.
- 9) All matters related to projects from approval till completion including distribution of Indicative Budget Ceilings (IBCs), and preparation of New Items Statements (NISs) in consultation with F&AO of Ministry of Defence.

2.8.1.10. Section Officer (P&D)

To look after the matters relating to E-government and maintenance of data on the website of MoD. Looking after all matters related to projects of MoD and its attached departments from examination to processing.

2.8.2. Administration & Air Force Wings



2.8.2.1. D-7 Section (MAG)

- 1) Appointment/recruitment through FPSC in PMAD to posts in BS-16 & above.
- 2) Promotion/Grant of ante-dated promotion, Move-over etc. to the Officers of PMAD.
- 3) Pre-mature Retirement (BPS-17 & above).
- 4) Maintenance of PERs of Officers of PMAD.
- 5) Creation/Up-gradation of posts in PMAD.
- 6) Recruitment Rules for various posts in PMAD.
- 7) Posting abroad of PMAD Officers/Staff and allied matters.

- 8) Disciplinary matters – suspension/appeals for re-instatement concerning PMAD.
- 9) Advice / Policy on Hiring of Office Accommodation & Medical Reimbursement Claims.
- 10) Construction of Office/ Residential Buildings/ Colonies & its repair etc. of PMAD.
- 11) Accounts/Budgetary matters of PMAD.
- 12) Complaints against PMAD received from PM's Secretariat, etc.
- 13) Counting of former service towards pension relating to PMAD officers/officials.
- 14) Condonation of deficiency in qualifying service for pension of PMAD employees.
- 15) Provision / Replacement of Transport of PMAD.
- 16) Court cases of MAG's employees.
- 17) Other Misc. / Sundry matters of PMAD.

2.8.2.2. D-9 Section (AF-I)

All PAF operations related matters, including plans, Intelligence, Training, Joint Exercises, Aircraft Clearance, Procurement, Inward/ Outward visits, Air accident, Air Space Violations, Air Monitoring, JF-17 Projects, Movement of VVIP flights, Provision of C-130 flights for Emergency Relief Mission/Special Purposes and other miscellaneous matters of PAF etc.

2.8.2.3. D-10 Section (AF-II)

Administrative / Establishment related matters concerning uniform personnel of PAF.

2.8.2.4. D-13 Section (AF-III)

Annual capital works programme and admin approvals thereof. All administrative and establishment related matters of Civilian personnel of PAF. Regularization of Audit / Draft Audit Paras pertaining to PAF.

2.8.2.5. D-26 Section

- 1) All policy and administrative matters pertaining to officers (BS-17 and above) including posting, transfer, maintenance of confidential reports / ACR of officers of Defence Division.
- 2) Annual medical examination of officers of Defence Division.
- 3) Maintenance of personal files of gazette officers.
- 4) Duty roster of Section Officers, on closed holidays.
- 5) House Building Advance, Motor Car and G.P. Fund Advance to Officers of Defence Division.
- 6) Issue of introductory letters for issuance of Gratis Passports to officers of Defence Division and its Attached Departments.
- 7) Maintenance of Declaration of Assets of Officers of Defence Division.
- 8) Re-imburement of medical claims of Serving/Retired Officers of Defence Division.
- 9) Hiring of Houses (both officers/officials) of Defence Division.
- 10) Promotion of Assistant Private Secretary (BPS-16) to the post of Private Secretary (BPS-17) and time scale promotion of Private Secretaries (BS-17) to BS-18/19.
- 11) Creation of posts in Defence Division.
- 12) Maintenance of Record Office

2.8.2.6. D-27 Section

- 1) All matters pertaining to procurement/distribution and maintenance of official equipment, general stores, stationery items, cyclostyling and photo copying services, library, purchase of books and gazettes.
- 2) Gifts, handling of in-coming / out-going defence delegation.
- 3) Medical cards of employees of Defence Division.
- 4) Installation of official/residential telephones, bills, R&I service, duty room, provision of accommodation to the employees of Ministry of Defence (Main).
- 5) Handling PWD affairs (Civil, Electric, Care Taker & Horticulture).
- 6) Officers messing & canteen matters.

- 7) Sanitary staff and cleanliness.
- 8) All matters pertaining to PASCOM, DEFCOM & INTERCOM.

2.8.2.7. D-32 Section

- 1) All administrative / establishment matters pertaining to ministerial staff of Defence Division (BS1-16) including recruitment, posting transfer, promotion, revision, seniority, verification of character and antecedents, disciplinary cases, maintenance of personal files of non-gazette staff, leave accounts, deputation, employment abroad and welfare matters, service books, pension cases, and honorarium cases.
- 2) Hajj contingents and census of civil government servants w.r.t. Defence Division.
- 3) Streamlining of procedure and issue of office orders and office instructions.
- 4) Advances including house building, motor car, motor cycle, cycle and G.P. Fund etc.
- 5) Augmentation of staff.
- 6) Cases relating to provision of accommodation to staff, through Estate Office, Islamabad.
- 7) Promotion of Assistant (BPS-15) to the post of Supdt. (BPS-16)

2.8.2.8. DDO/Cash

- 1) All budgetary matters i.e. co-ordination, preparation of budget estimates and NIS, consolidation of ADP etc.
- 2) Preparation of bills, retirement, income tax, contingents, advances, pay, recovery matters, and coordination with AGPR.
- 3) Maintenance of Cash Register.
- 4) Preparation of pay bills in respect of Internees appointed under National Internship Programme (NIP) in MoD.

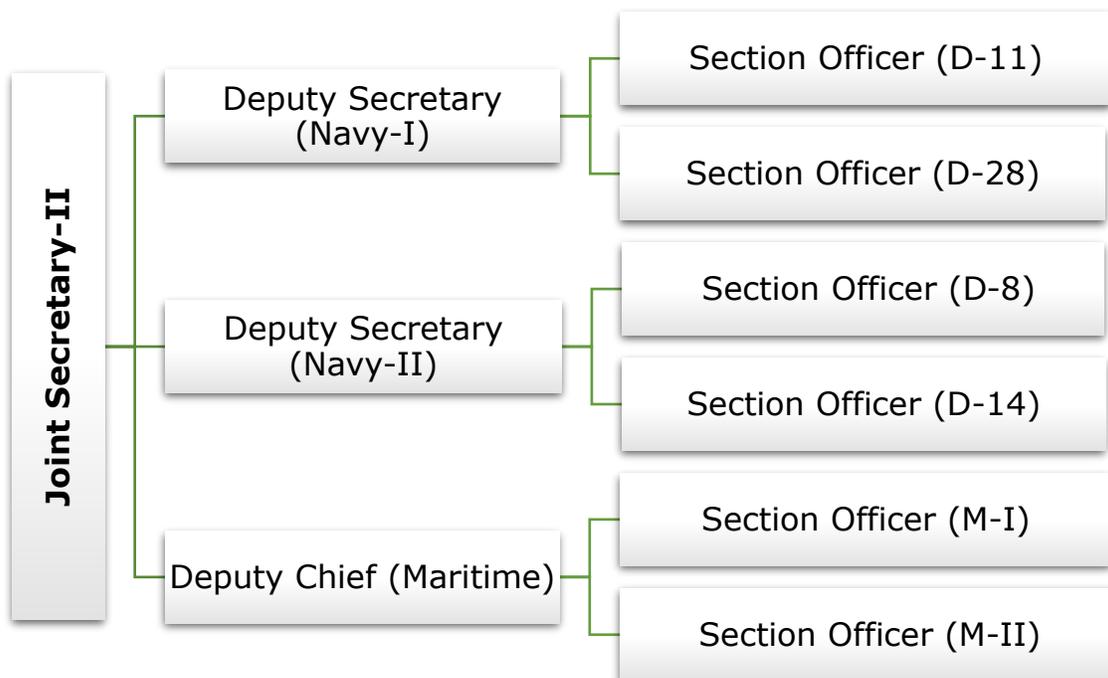
2.8.2.9. Security Officer

- 1) Assistance to Sr. Security Officer (AS-I) on all security matters.
- 2) Responsible for physical security of documents, stores & equipment, general check-up and security of personnel.

- 3) Keep a watch to ensure that standing security orders are effectively enforced, close liaison with Dte Gen. ISI and DIB.
- 4) Liaison with the Interior Division on issuance of Security Passes.
- 5) Firefighting officer for the Ministry.

2.9. Main Functions: (Additional Secretary-III) (Navy)

- 1) All Policy/Ministry level matters related to Pak Navy.
- 2) Defence Policy Formulation.
- 3) Administrative Control of the following Departments: -
- 4) Pakistan Maritime Security Agency (PMSA).
- 5) Pakistan Armed Services Board.
- 6) Karachi Shipping & Engineering Works (KS&EW).
- 7) Special Communication Organization (SCO).
- 8) Matters related to Civilians working in Defence Services Headquarters.
- 9) Inter-Services Organizations (ISOs).
- 10) Military Co-operation & Protocol/MoU.
- 11) Siachen & Kashmir Issue.



2.9.1. Navy & Maritime Wings

2.9.1.1. D-8 Section

- 1) Cases received from 28 allotted Directorates of Naval Headquarters. The main subjects being dealt with in this Section are: -
- 2) Visits abroad of PN Flag Officers and PN Naval Ships.
- 3) Extension of invitation to foreign naval ships.
- 4) Promotions, retirements, resignations and change of branches by naval officers.
- 5) Annual Training Programme of PN.
- 6) Annual Capital Works Programme of PN.
- 7) Raising of new establishments.
- 8) Various miscellaneous matters pertaining to PN.
- 9) Approval of the joint exercises between PN and friendly countries.

2.9.1.2. D-11 Section

- 1) Administrative matters in respect of civilian employees emanating from NHQ, AHQ, including recruitment, promotion, pay & allowances, discipline, retirement, pension, petitions and medical facilities.
- 2) Matters of Pakistan Armed Services Board (PASB).

2.9.1.3. D-14 Section

- 1) Cases relating to/emanating from 18 allocated Directorates of NHQ. Warrant of Naval Stores, grant of NOC to the Oil Companies from defence and security point of view, visit abroad of Pak Navy officers for training purpose etc., medical services, welfare, procurement/replacement of vehicles for Pakistan Navy.
- 2) Matters concerning Services Sports Control Board (SSCB/JSHQ) and Special Communications Organization (SCO).
- 3) Frontier Works Organization (FWO).

2.9.1.4. D-28 Section

- 1) Security clearance of aerial photography and clearance of tourists, photographers and researchers visiting Pakistan.
- 2) All matters relating to Private Security Companies including their Registration changes in Directorship and changes in Memorandum and Articles of Association.
- 3) Administrative matters relating to ISSB Kohat, Malir and Gujranwala.
- 4) Matters relating to Pakistan Military Contingent deputed on military duty for United Nations Peace Keeping Missions.
- 5) Security clearance of Oil Expatriates.
- 6) Permission for movement of peoples, construction, Mining and other related activities within and outside the Negative Areas of Pakistan.

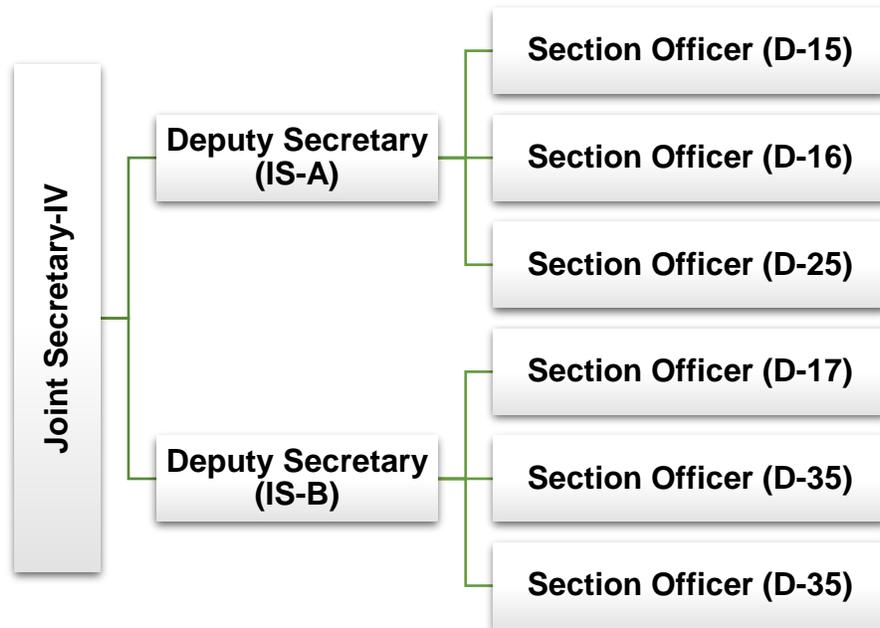
2.9.1.5. M-I Section

- 1) All administrative matters of Maritime Security Agency.
- 2) NMACC business, Co-ordination with other ministries/ agencies.
- 3) MSA Act Rules/Regulation & matters pertaining to Maritime Litigation and all maritime laws.
- 4) All international matters relating to maritime such as Seabed Authority & IOMAC.
- 5) Training, visits, selection & turn-over of Maritime Security Agency personnel.
- 6) Co-ordination of PN and Navy Branch in MoD.

2.9.1.6. M-II Section

- 1) All budgetary matters of Maritime Security Agency.
- 2) Release/repatriation of seized fishing boats to countries concerned.
- 3) Vehicle purchase for MSA.
- 4) Visits abroad of MSA officers.
- 5) Construction of civil works.
- 6) Business plan of MSA.

2.9.2. Inter-Services Wing



2.9.2.1. D-15 Section

- 1) Administrative matters relating to JSHQs, except pay, allowances and pensions.
- 2) Administrative matters relating to NDU, SPD and NESCOM.
- 3) Appointment of Chairman JCsSC.
- 4) Defence Policy of Pakistan.
- 5) Holding and celebration of Pakistan Day's Parade on 23rd March and Defence Day of Pakistan on 06th September each year.
- 6) Coordination of Armed Forces Hajj contingent / Selection of Khuddamul Hujjaj.
- 7) Matters relating to procurement of NIV stores / equipment for Armed Forces.
- 8) Delegation of Financial Powers to Services Chiefs and their subordinate authorities (inter Services Nature)
- 9) Concessions by Railways / PIA to Armed Forces personnel.
- 10) Accommodation, works, creation of posts, transport, visits abroad and purchase of books of NDU / JSHQ.

11) Matters relating to rental ceiling of houses for Armed Forces Personnel.

2.9.2.2. D-16 Section

- 1) All matters of Military and Defence co-operation (including MOUs/Agreements) with the countries located in:
 - a. Europe
 - b. Americas (except USA).
 - c. Australia
 - d. China
 - e. Turkey and Iran
 - f. Singapore
 - g. North Korea
 - h. South Korea
 - i. Brunei
 - j. Indonesia
 - k. Malaysia
 - l. Philippines
 - m. Thailand
 - n. Vietnam
 - o. Other South East Asian Countries

2.9.2.3. D-25 Section

- 1) All policy matters relating to military awards including manufacturing of decorations and award, supply of military medals, printing of parchments, engaging / stitching and gold plating of medals.
- 2) Arrangement for conferment of N.I. (M) upon Services Chiefs / Chairman JCSC (on their appointment) by the President in Special Investiture Ceremonies.
- 3) Conducting investiture ceremonies, conferment of military awards i.e. NI (M) & HI (M) upon foreign visiting military dignitaries by the President during their visit to Pakistan.

- 4) Grant of permission for acceptance of foreign awards by Armed Forces officers/ personnel with the approval of Prime Minister.
- 5) Budget preparation and other allied matters of military awards.
- 6) Submission of recommendations for grant of civil awards to Armed Forces officers / personnel through the Cabinet Division.

2.9.2.4. D-17 Section

- 1) All administrative matters relating to Dte Gen ISI i.e.:
 - a. Creations and up-gradation of posts.
 - b. Recruitment / re-employment.
 - c. Promotion.
 - d. Deputation.
 - e. Resignation.
 - f. Discipline / court cases.
 - g. Pension / gratuity.
 - h. Counting of former military service towards civil pension.
- 2) Appointment of Defence / Service Attaches and their staff in foreign missions of Pakistan, early repatriation or extension in their tenure(s).
- 3) Special Remittance on the account posting / transfer of officers / staff abroad.
- 4) Free Medical facilities to the parents of officers / staff posted abroad.
- 5) Cover appointments and related matters.
- 6) Clearance for the appointment of Foreign Mission's Defence Advisors / Attaches in Pakistan.
- 7) Reports from JSHQs on U.S. Drone Attacks.
- 8) Warrant of Precedence.
- 9) Senate / Assembly Business relating to ISI.
- 10) Petitions / complaints pertaining to ISI.
- 11) Work relating to monthly intelligence reports.

12)Matters relating to Key Points.

13)Pak-United States Military Co-operation.

2.9.2.5. D-35 Section

- 1) Cases pertaining to and emanating from Inter Services Public Relations Directorate (ISPR).
- 2) United Nations Convention/United Nations Security Council's Resolution on Disarmaments/Non-proliferation and Counterterrorism.
- 3) Cases of Defence Mission/Defence Attaches Abroad, Emergencies and visits/Children Education Passage, Purchase of Staff Cars, Equipment for Office & Residence etc.
- 4) Re-imburement of Medical Charges to Civil Gazette / Non-Gazette employees of Dte Gen. ISI.

Matters of following International organizations:

- 1) North Atlantic Treaty Organization (NATO).
- 2) International Security Assistance Force (ISAF).
- 3) Economic Cooperation Organization (ECO).
- 4) Shanghai Cooperation Organization (SCO).
- 5) Asian Regional Forum (ARF) / Association of South East Asian Nations (ASEAN).
- 6) European Union (EU).
- 7) International Red Crescent Society (IRCS) / Red Cross.

2.9.2.6. D-36 Section

- 1) Military co-operation with: -
- 2) South Asian Association for Regional Cooperation (SAARC) Countries.
- 3) Middle Eastern & African Countries.
- 4) Afghanistan, Azerbaijan, Kazakhstan, Kyrgyzstan, Turkmenistan, Tajikistan, Uzbekistan, and Mongolian Countries.
- 5) Russian Federations, Belarus, Georgia and Ukraine
- 6) Services charges matters

2.9.3. Deputy Chief of Protocol (DCP)

- 1) All matters pertaining to protocol duties i.e booking of Guest Rooms, Staff Cars allocation and security arrangements.
- 2) Necessary coordination between JSHQ, GHQ, AHQ, NHQ and MoFA.
- 3) Holding a coordination conference minimum two days prior to the commencement/arrival of visiting delegation.
- 4) Arrange calls on President, Prime Minister, Defence Minister, Secretary Defence, Chairman Joint Chiefs of Staff Committee, Chief of Army Staff, Chief of Air Staff, Chief of Naval Staff, Director General ISI, or, any other Head of an Organization as desired by foreign dignitaries / Ministry of Foreign Affairs (MoFA).
- 5) Carrying out liaison with departments dealing with Protocol affairs.
- 6) Initiate letters to MoFA and concerned Embassy for issuance of Note Verbal and Visa respectively for the Pakistani dignitaries (Defence Minister/Secretary Defence/Officers of MoD) visiting abroad on an official visit. PS/SO of Defence Minister/Secretary Defence will process the passport to the concerned Embassy for the endorsement of Visa.
- 7) Conduct official calls on Defence Minister and Secretary Defence by foreign dignitaries. However, Call on Defence Minister / Secretary Defence by Defence Attaché / Military Attaché of foreign country will be arranged by their respective PSO / SO.
- 8) Arrange reception and see off visiting foreign dignitaries at PAF Base Chaklala and Islamabad International Airport. Defence Minister & Secretary Defence (Pakistan) proceeding on an official visit abroad will be received / seen off by their respective PSO/ SO / Protocol Staff.
- 9) Prepare proposed visit program a week prior to the visit of the foreign dignitary delegation in consultation/coordination with the concerned country Defence Attaché/Military Adviser present in Pakistan.
- 10) Work out estimate of expenditure required to be incurred on the visiting foreign delegation and forward the same to Admin Wing (MoD) for obtaining concurrence from Fin Div (Mil).

- 11) Prepare Minute Sheet through AS-III to Defence Minister / Secretary Defence for perusal / approval at least a week prior to the arrival of visiting foreign delegation.
- 12) Receive and process the bills to Admin Wing (MoD) received from various agencies involved in extending protocol to foreign visiting delegation.
- 13) Responsibility for purchase and approval / presentation of gift to the foreign visiting dignitary at Lunch / Dinner rests with the respective PSO / SO of Defence Minister / Secretary Defence.
- 14) Ensure compliance of Cabinet Division Carpool instructions.

2.9.4. Assistant Director (Media)

Assistant Director (Media) is responsible to Additional Secretary-III for:

- 1) Press Clippings prepared every day in the morning.
- 2) Important News, Events, Meetings and Official visits are given appropriate coverage by State Media including PTV, PID and APP.
- 3) Keeping in view the significance of the meeting selected private media is occasionally invited.
- 4) Official Press Releases are issued as and when required.
- 5) Media Talk is arranged on any significant development as a result of meetings with foreign delegates and matters of national importance (only selected media is invited).

2.9.5. Media Monitoring Cell

- 1) On directives of the PM Office, a Media Cell has been established at MoD and made functional in January this year.
- 2) Sixteen Foreign and Local News Channels are monitored and recorded.
- 3) Important news is shared via SMS casting system put in place for immediate information of all officers.

2.9.6. Achievements / Performance

- 1) Requests for internship from different Universities were entertained in Ministry of Defence.
- 2) 80% cases of officers pertaining to Performance to Performance Evaluation Reports and Declaration of Assets were submitted to Establishment Division.
- 3) Policy making and its implementation regarding preventive measures to ensure employees' safety in view of COVID-19 pandemic. To safeguard Ministry of Defence from Covid-19, arrangements for spray in the premises of office building were made on regular basis. Face mask, sanitizer etc. were provided to the employees of Ministry of Defence for their protection to contain the spread of Virus.
- 4) Information on various issues of urgent nature disseminated and gathered by issuing 60 + circulars and subsequently matters dispensed.
- 5) As per recruitment policy, 16 posts of various grades (BS-1 to BS-16) have been filled in through direct recruitment.
- 6) In pursuance of Prime Minister's Assistance Package for families of Federal Government Employees who died during service, 01 daughter of a deceased employee has been appointed on contract basis.
- 7) As per promotion policy, 09 employees of Ministry of Defence have been promoted in different basic pay scales from BS-01 to 16.
- 8) In order to improve working efficiency of employees BS-1 to BS-16, training relating to official working through National Information Technology (NITB), Islamabad and STI, Islamabad, were conducted as a regular feature.
- 9) More than 04 foreign delegations have been handled gracefully.
- 10) Ministry of Defence's mosque has been upgraded.
- 11) 40 service Books have been verified from AGPR.
- 12) Establishment / monitoring of crisis control cell from March, 2019 to July, 2019 in MoD in the wake of bilateral tension with India.
- 13) 21 cases of pension have been finalized through AGPR.
- 14) Pay fixation of non-gazetted employees of Ministry of Def and their ledger entries in each service book.
- 15) Processing of Hire Purchase cases of Canteen Store Department (CSD) for Ministry of Def employees (BS-16 and below).

- 16) Processing of 07 cases of final payment of G.P. Fund and calculation of G.P. Fund's missing credits for retired employees (BS-01 to BS-16) of Ministry of Defence.
- 17) Circulation and collection of Census forms to and from Ministry of Defence (BS-01 to 16) and its onward transmission to concerned quarters within a specific period of time.
- 18) 12 complaints received through PMDU have been processed on urgent basis.
- 19) Mandatory training of 15-20 officials to S.T.I.
- 20) Creation and up-gradation of five technical posts.
- 21) Conduct of DPC's for promotion of one official from Stenotypist (BS-14) to Assistant Private Secretary (BS-16).



Pakistan Military Accounts Department

3. Pakistan Military Accounts Department

3.1. Introduction

Pakistan Military Accounts Department (PMAD) is an attached Department of Ministry of Defence; mainly responsible for making payments to the Armed Forces, maintaining accounts thereof and rendering financial advice to defence authorities. It has a well-established internal audit mechanism in the form of Local Audit offices functioning under the Controller of Local Audit (Defence Services) and Controller of Local Audit (Defence Production).

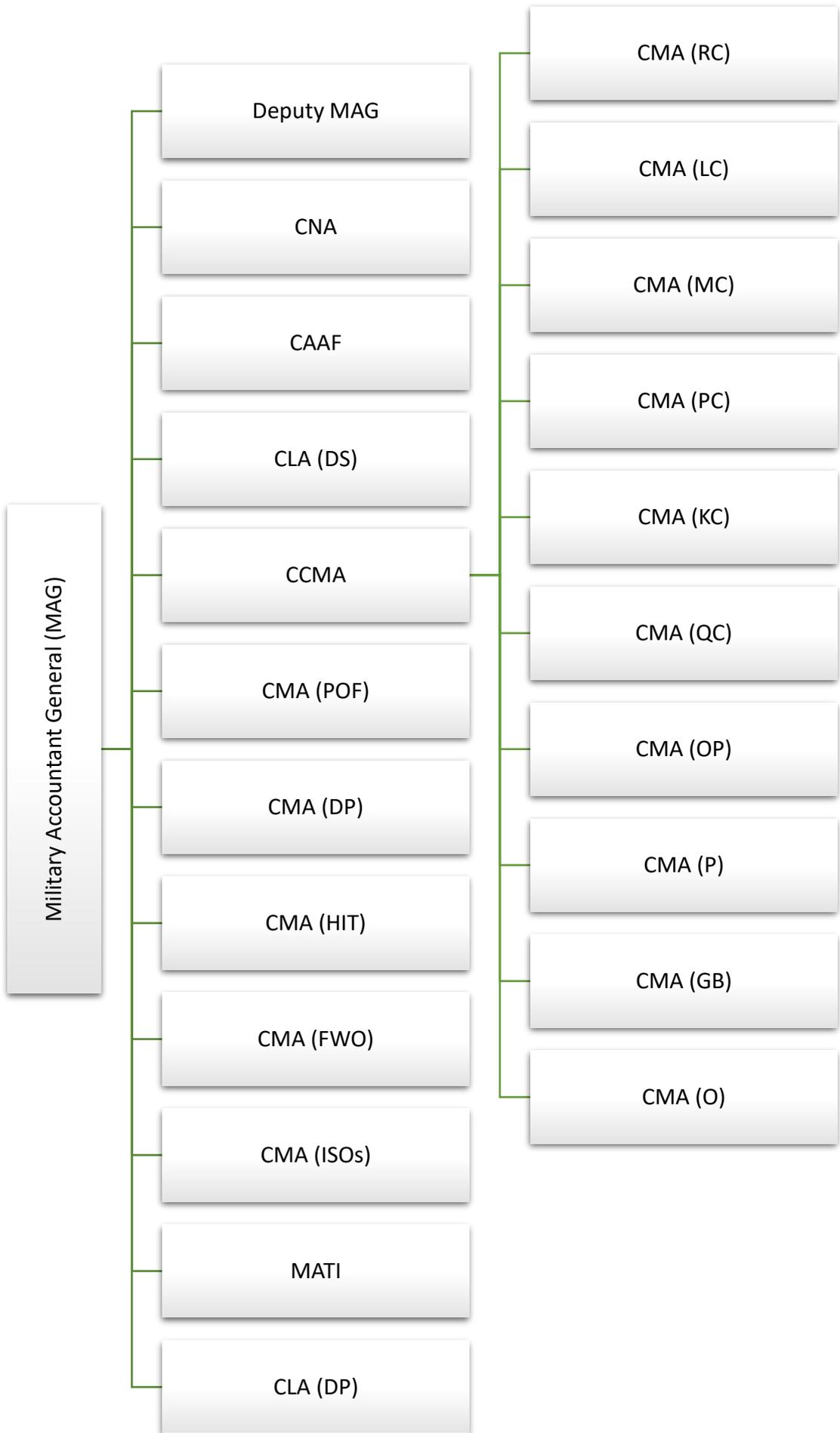
3.2. Functions

The Department performs the following main functions through its 22 field offices located at various stations in the country:

- 1) Payment of pay & allowances to commissioned officers, JCOs/ORs and civilians.
- 2) Payment of various types of bills of Defence Services.
- 3) Payment of pension to retired defence officers, JCOs/ORs and civilians.
- 4) Monthly compilation of Receipts and Expenditure of accounts of Defence Services.
- 5) Preparation of Appropriation Accounts.
- 6) Internal audit of all formations / units of Defence Services.
- 7) Assisting Secretary Defence before PAC.
- 8) Submission of report on general state of accounts of Army, Navy, Air Force and other defence organizations to Secretary Defence.
- 9) Interpretation of rules /regulations.

3.3. Organizational Chart

PMAD is a professional organization comprising Accounts Officers, Assistant Accounts Officers and Auditors at the operational level and Controllers of Military Accounts / Deputy Controllers of Military Accounts/ Assistant Controllers of Military Accounts at the supervisory level.



Dy. MAG	Dy. Military Accounts General	CCMA (GHO)	Chief Controller Military Accounts
CNA	Controller Naval Accounts	CAAF	Controller of Accounts Air Force
CLA (DS)	Controller Local Audit (Defence Services)	CMA (POF)	Controller of Accounts Pak Ordnance Factory
CMA(DP)	Controller Military Accounts Defence Purchase	CMA (HIT)	Controller of Accounts Heavy Industries Taxila
CMA(FWO)	Controller Military Accounts Frontier Works Organization	CMA (ISOs)	Controller Military Accounts Inter Services Org.
MATI	Military Accounts Training Institute	CLA (DP)	Controller Local Audit (Defence Production)
CMA(RC)	Controller Military Accounts Rawalpindi Command	CMA (LC)	Controller Military Accounts Lahore Command
CMA (MC)	Controller Military Accounts Multan Command	CMA (PC)	Controller Military Accounts Peshawar Command
CMA (KC)	Controller Military Accounts Karachi Command	CMA (QC)	Controller Military Accounts Quetta Command
CMA (OP)	Controller Military Accounts Officers Pension	CMA (P)	Controller Military Accounts (Pension)
CMA (GB)	Controller Military Accounts Gilgit Baltistan	CMA (O)	Controller Military Accounts Officers

3.4. Resources

3.4.1. Financial

PMAD Annual budget grant for the year 2019-2020 was Rs.9.185 (B) which is about 0.74% of overall budget of the Defence Division.

3.4.2. Personnel

The total sanctioned strength of PMAD is 12214 consisting of 1905 in B-17 and above, and 10309 in B-1 to 16. However, against the said sanctioned strength, 1364 are working in BS-17 & above and 7689 are in BS-1 to BS-16.

3.5. Achievements During Financial Year 2019-20

3.5.1. Recruitment During Financial Year 2019-20 On Regular Basis

- 1) 1 x Steno Typist (BPS-14)
- 2) 70 x Data Entry Operator (BPS-14)
- 3) 750 x Junior Auditor (BPS-11)

3.5.2. Departmental Promotion

Promotion of Assistant Accounts Officers (B-17) as Accounts Officers (B-18) and Senior Auditors (B-16) / Junior Auditors (B-11) as Assistant Accounts Officers (B-17) on qualification basis and Seniority Cum-Fitness Basis, detail is as under:

- 1) 110 x Assistant Accounts Officer (BPS-17) have been promoted as Accounts Officer (BPS-18) on seniority cum fitness basis under revised Recruitment Rules during the financial year 2018-19.
- 2) 17 x Senior / Junior Auditors have been promoted as Assistant Accounts Officers (BPS-17) on qualification basis under revised Recruitment Rules during the financial year 2018-19.
- 3) 57 x Senior Auditor (BPS-16) have been promoted as Assistant Accounts Officer (BPS-17) AGAINST 33% QUOTA ON Seniority-Cum-Fitness basis under revised Recruitment Rules during the financial year 2018-19.

3.5.3. Computerization

PMAD has taken further steps for computerization in fields related to Accounting, Internal Audit, Payments and Pension. This has improved the quality of service to stake holders as well as also helped in timely submission of reports to the higher authorities. The achievements are as under:

- 1) Provision of online connectivity of budget monitoring system in process.
- 2) Following initiatives have been taken for electronic access of DSOP Fund statement in all regional controllers by CMA (O).
 - a. Purchase of Hardware has been completed.
 - b. Software has already been developed.
 - c. Ready for implementation stage.
- 3) Computer Lab at CMA (FWO) has been established.
- 4) Electronic Transfer of LPC:
 - a. Software has already been developed and tested between CMA (RC) and CMA (KC).
 - b. SOP has been finalized and ready for implementation.
- 5) A Centralized Data Base server has been installed in MAG office to watch the progress and budget utilization of all CsMA.
- 6) Pension payments of civilians have been decentralized and DCS section has been established in all CsMA.
- 7) Initiation of SMS alert system for intimation of pension to retired Army officers at CMA (OP) as a pilot site.
- 8) A web-based complaint system has been launched to redress the grievances of client and provide better services delivery at MAG office.
- 9) Automation / Conversion of costing module from COBOL to ORACLE of all Accounts Offices situated in respective Factories CMA (POF) Wah.
- 10) Networking of all Accounts Offices of CMA (POF) WAH Cantt situated at scattered places with CMA (POF).

3.5.4. Service Delivery / Establishment Of Facilitation Centers

- 1) Two separate Facilitation Centres have been established in CMA (KC) Karachi to facilitate the clients. One of them is only for pensioner to resolve the issues of civilian pensioners.
- 2) Facilitation Centers have been established in CMA (PC) Peshawar and CMA (GB) to facilitate the clients.

3.5.5. Prime Minister Portal / Complaint Satisfaction Level

Number of Complaint Lodged	366
Resolved Complaints	324
In Process Complaints	12
Citizen Feedback Satisfactory Level	59%

3.5.6. Tree Plantation

Saplings allotted during financial years 2019-20	40,000
Plant Saplings	40,000
Survival Saplings	32,223
Survival Percentage of Plants	80.55%

3.5.7. Revision of Codes and Manuals During The Year 2019-2020

S. No	Manuals, Pamphlets, codes and Instruction etc	Name of Controllers	Remarks
1.	Office Manual Part -II	CMA(RC)	Correction slip No. 1/2019 to office manual part-II has been issued to all CsMA after obtaining its approval by worthy MAG.
2.	Revenue, Debt and Remittance heads with code numbers Revised Edition 2018	Account Section MAG's Office	The latest edition of the pamphlet has been prepared / printed and distributed to all CsMA
3.	MAG's Compendium of	MAG's Office	Revised edition of the compendium has been prepared by including the

S. No	Manuals, Pamphlets, codes and Instruction etc	Name of Controllers	Remarks
	decision (2008-2018)		decisions of the MAG from 2008 to 2018 and ready for approval.
4.	Office Manual Part-V (Edition 2018)	CAAF (AHQ) Psc	Revised edition has been prepared carrying its scrutiny and vetting. It is in the final stage of approval.
5.	Office Manual Part-VIII	CMA (RC) Rwp	Revised edition of the manual has been prepared by adding latest amendments and correction slips. It is in the final stage of approval.
6.	Military Accounts Code (Edition 2019)	Account Section MAG's Office	Revised edition of the code has been prepared by adding latest amendments and correction slips. It is in the final stage of approval.

3.5.8. Compilation of Accounts & Budget Monitoring

One of the unique features of PMAD is centralized compilation of accounts from more than 1835 payment points scattered all over the country. The field offices (CsMA) of the department provide the relevant documents of payments made by them as well as the payments made out of imprest/ cash assignments to the MAG office on weekly basis. The MAG office has been centrally compiling the accounts of Defence Services since 1985. A statement showing budget utilization is also prepared by the department each month for Ministry of Finance/ Ministry of Defence. All monthly accounts and budget monitoring statement are prepared and submitted by the department to concerned authorities in time during the year.

3.5.9. Capital Works

In order to improve working environment of PMAD offices, following development works have been sanctioned and completed within the stipulated time. Remaining works will be completed in due course of time.

3.5.10. Capital Works

A sum of Rs.137.500 (M) were allocated by Min of Def vide letter No. F.1/2019-2020/D-38 (BUDGET-II) dated 02-07-2019 amended vide letter No. F.1-10/2019-20/D-38 (Budget-II) dated 02-04-2020 Funds were utilized on the following projects:

S.#	Description of Work	Govt. Sanction Issued (in Million)	Funds Released up to FY 2018-19 (in Million)	Funds Allocated FY 2019-20 (in Million)	Remarks
1.	Construction of PMAD Colony at Nazimabad Rd Lahore	177.687	47.883	63.750	Funds viz 63.750 (M) were released during 2019-20. A sum of Rs.66.054 (M) is remaining.
2.	Construction of 1 x Office & Residential Accommodation at PMAD Colony Murree	205.293	60.883	63.750	Funds viz 63.750 (M) were released during 2019-20. A sum of Rs.80.660 (M) is remaining.

S.#	Description of Work	Govt. Sanction Issued (in Million)	Funds Released up to FY 2018-19 (in Million)	Funds Allocated FY 2019-20 (in Million)	Remarks
3.	Construction of New Building for CMA (KC) Karachi	-	-	10.000	Due to non issuance of admin sanction against work, funds viz Rs.10.000 (M) could not be released during FY 2019-20.
Total				137.500 (M)	

3.5.11. Maintenance Works

Entire amount of annual allocation viz Rs.14.300 (M) allocated vide Min of Def Letter No. F.1/2019-2020/D-38 (BUDGET-II) dated.02-07-2019 was utilized upon various repair / maintenance work of entire PMAD offices / residential buildings.

3.5.12. Local Audit of Defence Services

Audit carried out by Controller Local Audit (Defence Services) and Controller Local Audit (Defence Purchases) is independent activity designed to improve effectiveness of Risk management, reinforcement of Internal control structure and to improve the financial governance process.

Corrective actions in the concerned Directorates of GHQ, AHQ & NHQ are expected to be put in place as a necessary complements to improve Internal control activities.

Pursuing a consistent pro-integrity agenda yields enhanced institutional capacity and effective co-ordination between different stakeholders through intersession of the MAG office.

The details of observation raised, observations settled and amount recovered is as under:-

No. of Observation raised by the CLA (DS) and CLA (DP) during financial years 2019-20	74,807
No. of Observation settled	65,157
Amount Recovered	Rs. 547.57 Million

3.5.13. Interpretation of Rules / Regulations

- 1) Advise the Controller of Military Accounts, Branch of General Headquarter, Air Headquarters, Naval Headquarter, Deputy Financial advisor. Ministry of Defence etc, in regard to interpretation of the rules in existing Regulation and Order, and on all questions of audit procedure with which the military administration is concerned have been carried out during Fy.2019-20.
- 2) Issue authoritative ruling on the doubtful question relation to procurements of store matters received from CMA, Services Headquarters. Ministry of Defence / Ministry of Finance.
- 3) Vetting draft Govt letter (from audit point of view) received from Services headquarter. Ministry of Defence / Ministry of Finance has been carried out during Fy-2019-20.
- 4) Vetting of revised drafts of books of regulation published by Ministry of Defence / Regulation Directorate of the tri service Hqs.
- 5) Scrutiny of stores loss of case and vetting of draft Govt letter to be issued in connection with regularization of stores loss of cases received from tri services etc.
- 6) Issue advice on the cases relating to General Sales Tax / Professional Tax / Custom duties.
- 7) No. of objections / clarification raised / settled during the financial year 2019-20.

3.5.14. Assistance Package Matter

37 appointments of eligible heirs of deceased (in service) employees were made in time subject to fulfillment of all codal formalities. Payments of Rs. 449.68 Million were made to the bereaved families during financial years 2019-20.

3.5.15. Capacity Building

The Military Accounts Training Institutes caters to the training needs of Pakistan Military Accounts Department. These Institutes are at all four provincial capitals as well as in Rawalpindi, Multan and Wah. For the first time master trainers of the MATI's have also been imparted training to improve upon their training skills. Standardization of training material at MATIs is also under way. Apart from the head office of MATI's at Rawalpindi, UAs and AUAs training have also been conducted at various other cities of Pakistan in FY 2019-20.

MATI-wise Summary of Courses and Participants		
MATIs	Number of Courses	Number of Participants
Rawalpindi	51	579
Lahore	53	408
Karachi	50	264
Wah	51	445
Peshawar	49	331
Multan	50	628
Quetta	46	272
TOTAL	350	2,927



Survey of Pakistan

4. Survey of Pakistan

4.1. Introduction

Survey of Pakistan is a National Surveying and Mapping Agency working under the administrative control of Ministry of Defence (Defence Division) with Headquarters at Rawalpindi and sub-offices (Circle Field Directorates) at all four provincial capitals. Capacity building of the department like induction of equipment, adoption of modern means of surveying and mapping, development of infrastructure and improvement in professional competence of staff have been built up. Various surveying & mapping related mega projects are at its credit.

4.2. Mission

To delineate and demarcate International borders, carry out topographic survey, prepare national geographical data base and publish maps of Pakistan.

4.3. Functions

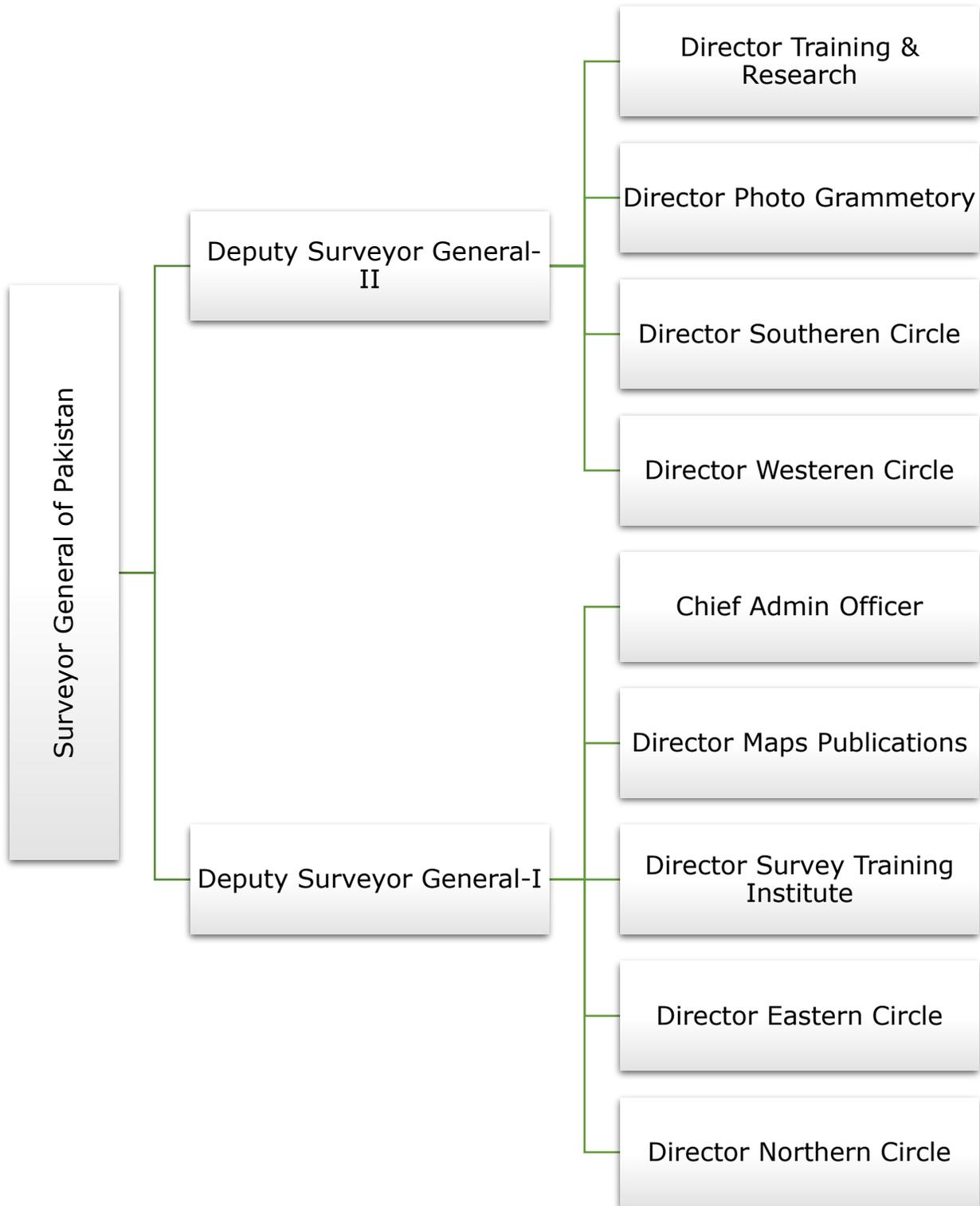
- 1) To delineate and demarcate International borders and relocate border pillars.
- 2) To carry out topographic survey its updation and printing of topographic maps of National Map Series.
- 3) To provide geodetic control points, heights and geographical positions all over Pakistan.
- 4) To compile derived maps on various scales as required by the Federal Government.
- 5) To generate maps on any scale through aerial photography and remote sensing through analytical and digital methods.
- 6) To develop GIS for Govt., semi Govt. departments/ organizations/private sector according to their requirements on payment.

- 7) To advise Federal Government on the practices to be followed in the production of geospatial data as well as surveying and mapping practices and as the case may be in the collection and dissemination of this kind of information needed for geographical information systems (GIS) applications.
- 8) To survey & prepare cantonment area maps.
- 9) To prepare and print Guide maps, District maps, Road maps & Tehsil maps for the entire country.
- 10) To train departmental employees and potential candidates from private sector in Survey Training Institute in various disciplines of surveying and mapping at various level.
- 11) To control and coordinate surveying and mapping activities done by registered organizations and individuals and their registration process.

4.4. Responsibilities of The Surveyor General

- 1) Responsible for technical, administrative and financial control of the department.
- 2) Acts as advisor to the Government in all surveying & mapping matters. Surveyor General of Pakistan as a head of the department is directly responsible to the Government in respect of all technical matters relating to surveying and mapping, aerial photography, preparation of topographical maps for Defence Forces as well as surveying and mapping of civil projects of national importance, demarcation of international borders.
- 3) Appointing authority in respect of BPS-03 to BPS-16 employees.
- 4) Authority in respect of disciplinary actions, promotions, other administrative/service and financial matters as per delegated powers.
- 5) Responsible for allocation of various surveying and mapping programs to directorates concerned.

4.5. Organizational Chart



4.6. Manpower State

Survey of Pakistan has a total strength of 1696 personnel (BPS-3 to BPS-21) comprising of 166 officers (BPS-16 & above). Detail is as under:

S #	Name of Post with BPS	Sanctioned Posts	In Position
1)	Surveyor General of Pakistan (BS-21)	1	1
2)	Deputy Surveyor General (BS-20)	2	2
3)	Director (BS-19)	8	8
4)	Deputy Director (BS-18)	19	15
5)	Manager LPO (BS-18)	1	1
6)	E/M Engineer (BS-18)	1	1
7)	Chief Admin Officer (BS-18)	1	1
8)	Private Secretary (BS-17)	1	1
9)	Assistant Director (BS-17)	33	29
10)	Senior Admin Officer (BS-17)	3	3
11)	Superintendent (BS-17)	5	5
12)	Senior Store Officer (BS-17)	1	1
13)	Deputy Manager (BS-17)	1	1
14)	Survey Officer (BS-16)	66	66
15)	Admin Officer (BS-16)	7	7
16)	Assistant Manager (BS-16)	6	6
17)	Store Officer (BS-16)	1	1
18)	Foreman (BS-16)	2	2

S #	Name of Post with BPS	Sanctioned Posts	In Position
19)	Assistant Private Secretary (BS-16)	7	5
20)	Assistant (BS-15)	10	8
21)	Office Supervisor (BS-14)	10	9
22)	Steno typist (BS-14)	20	11
23)	Technical Assistant (BS-14)	156	127
24)	Assistant Record (BS-11)	4	4
25)	E/M Supervisor (BS-11)	2	1
26)	Security In charge (BS-11)	1	1
27)	Librarian (BS-11)	2	2
28)	Photo Instrument Supervisor (BS-11)	1	1
29)	Head Clerk (BS-12)	22	22
30)	Clerks (BS-09 / 11)	202	157
31)	MT Supervisor (BS-08)	1	1
32)	Telephone Operator (BS-09)	3	3
33)	Technician (BS-07/09/11)	1004	589
34)	Driver (BS-04)	64	58
35)	Book Binder (BS-03)	28	26
Total		1696	1176
B-I/II Employees		2717	2717

4.7. Achievements

Survey of Pakistan has performed following works during the period

4.7.1. Departmental

1)	Ground verification of topo sheets on scale 1:50K	170291 sq. km (357 sheets)
2)	Demarcation of boundary pillars along Pak – India Border	67 BPs
3)	Topographic survey of Kartarpur corridor Distt. Norwal	4 Km
4)	Digital Mapping of District map of Sindh Province using latest Satellite Imageries (Quick Bird 0.27 M resolution)	20 District maps
5)	Computation / analysis of HP level line fore and back direction data of recently completed geodetic line.	597 Km
6)	Relaying of Qibla Direction of Mosques throughout the country.	59 Nos.
7)	Preparation of Tourist Guide maps	82 Maps
8)	Preparation of District maps & General maps	46 Maps

4.7.2. Extra Departmental Jobs 2019-20

1)	GPS observations for different firms.	293 Ground Control Points
2)	Identification of International Pak – Afghan Border	627 LKm
3)	Identification of Pak - Iran border	304 LKm
4)	Relaying of boundary pillars of CDA, Islamabad.	85 Pillars
5)	Demarcation and topographic survey of 2 Km Metallic road from P.A.F	GCP 26 Points Topo Survey 225 Acres

	Colony to Ratti Jinnah Hill top P.A.F Minhas Kamra.	
6)	Survey for Measuring of bearing & distance of site from aerodrome reference (air strip) Multan.	GPS 3 Points
7)	Survey of Measuring bearing & distance of site from aerodrome reference point (air strip) Niaz Arbaz (pvt) Ltd Lahore.	GPS 4 Points
8)	Topographic survey of Chak No 3/1 RA, Renala Khurd Okara.	Layout 15 Acres
9)	Provision of co-ordinates in WGS 84 and elevation of threshold Runway 15/33 at Skardu Airport HP levelling fore and back direction	GPS 3 point 5 kms
10)	Demarcation of Land at PAF Malir Karachi.	GCPs 16 Points
11)	Demarcation of Kashmir Highway along sector G -12 Islamabad	GCPs 5 Points Topographic survey 2 kms Layout 23 Points
12)	Topographic survey of Additional Block PWD in Judicial complex G-10 Islamabad	Topographic survey 190 Kanals
13)	Topographic survey and demarcation of Jamia Islamabad	Topographic survey 33 Kanals
14)	Survey for Measuring of bearing and distance of site from Aerodrome reference point (Air strip) Soni Housing (Pvt) Ltd Sialkot.	GCPs 6 Points

15)	Demarcation and original survey and mapping of Karachi Port Trust (scale 1:1000) Digitization of sheets	GPS 22 Points 40 Acres 317 sheets
16)	Demarcation of Army land of 502 workshop EME, Rawalpindi	Demarcation 68 Kanals 6 Marlas
17)	Topographic survey and demarcation of Chach Ketki and Munarki forests of afforestation division Thatta	GCPs 52 Nos. FBP 109 Nos. BM 02 Nos.
18)	Cadaster Mapping of Mouza Turlandi Nowshera KP.	Demarcation of layout 1650 Acres
19)	Demarcation of khasra No 781,1586,783 Mouza Sarai Kharbooza ISB.	Layout of boundary 53 kanals & 14 marlas
20)	Geodetic Survey for Improvement /Rehabilitation of Secondary Runway (RiGiD) at Faisalabad International Airport	H.P Levelling Fore/Back 6 km obstacle observation 3 points
21)	Measuring of bearing and distance of site from aerodrome reference point (air Strip) Walton Airport, Lahore.	GPS 07 Points
22)	Survey of Military Farm Land, Lahore	Topo survey 800 Acres
23)	Relaying of boundary pillars of Maira & Margallah Forest (RF - 1 & 6).	24 GCPs 130 Pillars
24)	Topographic Survey of land Bulk Oil Terminal of Accel Petroleum (Pvt) Ltd Sahiwal	GPS 8 Points Topo Svy 4.5 Acres
25)	Measuring of Bearing & Distance of Site from aerodrome reference point	GPS 07 Points

	(Air Strip) of Fairmay Investment 76-C1 Gulberg-III, Lahore.	
26)	Digital Topo survey with GIS enabled data of Kharian cantt.	GPS 300 Relaying of B.P 80 Survey on 1:1000 = 100 Acres iv. Updation svy on 1:4K = 2100 Acres
27)	Mapping of Rawalpindi cantt. (16 sheets)	60% complete
28)	Topographic Survey of Mosque of Plot No. M-1, Sector A, Bahria Town, Lahore	GPS 4 Points Total Station survey 5.34 Kanals
29)	Elevation survey in Ahmed Pur Lamma, Tehsil Sadiqabad, Rahim Yar Khan	GPS 1 Point
30)	Digitization of Kharian Cantt on 1:4000 & 1:1000	06 sheets & 02 sheets
31)	Topographic Survey of Sessions Complex (East West) in Mauve Area, Sector G-11/4, Islamabad.	GCP 02 Points Topographic survey 150 Kanals
32)	Digital Survey of allotted plot for Construction of PASB sect office Rawalpindi	04 Kanals
33)	Identification /Demarcation of boundary and GIS mapping of forest Land Naushahro Feroz.	80 GCPs FBPs 239 Nos.

4.8. Office Work

4.8.1. Departmental

Survey of Pakistan Updated of 357 Sheets on scale 1:50K duly verified on the ground during F.Y 2019-20 whereas total 1439 Sheets have been verified upto 2019-20. The remaining 53 Sheets will be taken in next F.Y 2020-21.

4.8.2. Sale of Maps

Survey of Pakistan generated **Rs. 10,90,410/-** from Sale of 4708 map sheets during F.Y. 2019-20.

4.8.3. Printing/ Re-Printing of Maps

Sheets on Scale 1:50K	599 Sheets
Sheets on Scale 1:250K	21 Sheets
Various District Maps	18 Maps
City Guide Maps	04 Maps
General Maps	20 Maps

4.8.4. Training / Visit

- 1) Mr. Nayyer Saleem, Deputy Director is under training for PhD photogrammetry and remote sensing in China 04-09-2017 to 15-07-2021.
- 2) Mr. Imtiaz Hassan, Director has attended 26th Senior Management Course at National Institute of Management, Lahore. 02-09-2019 to 20-12- 2019.
- 3) Mr. Sanaullah, Deputy Director has attended 28th Mid -Career Management Course at National Institute of Management, Peshawar. 19-08-2019 to 22-11-2019.

4.8.5. Training at Survey Training Institute (Courses for Departmental Employees)

- 1) 22nd Advanced Diploma in Land Surveying 05 Officials
- 2) IT Repair and Maintenance Computer Hardware & Trouble Shouting Course for DBA's & Technicians 06 Officials
- 3) Auto CAD Course for Technicians 05 Officials

- 4) Examination of Hard and Soft copy maps for Supervisory staff 03 Officials
- 5) Map Digitization course for Surveyors 03 Officials
- 6) Office Automation / Noting Drafting Course 05 Officials
- 7) Technical Training for B-I/II employees as Technicians 35 Officials
- 8) 12 weeks comprehensive course for Newly Recruited Assistant Directors 04 ADs
- 9) Spatial Data Base Management Course 04 Officials

4.8.6. Training at Survey Training Institute (Course for private)

- 1) 8th Certificate Course in Land Surveying 15-07-2019 (01 years). 15 students
- 2) Advance course in Land Surveying Technologies 19-08-2019 (06 weeks). 02 students
- 3) GNSS-GPS Technologies course w.e.f 18-11-2019 to 31-11-2019. 02 students
- 4) Total Station course w.e.f 18-11-2019 to 29-11-2019. 01 student

4.9. Special Achievements

This department has processed following special cases for Govt. approval.

4.9.1. National Mapping Policy

To provide legal framework for activities pertaining to Production of Geo spatial data sets, a draft National Map Policy was prepared and now its 1st Proof of summary is under process in Cabinet for approval.

4.9.2. Revised Rules for Publication, Classification, Issue & Custody of Maps-2010

Keeping in view the advancements in the Surveying & Mapping domain, the existing Rules for Publication, Classification, Issue & Custody of Maps - 1981 have been revised with consultation of the stake holders and forwarded to MoD. The draft rules have been circulated among relevant Departments & concerned security agencies for comments. The views / comments from DG ISI are awaited.

4.9.3. National Spatial Data Infrastructure (NSDI)

To avoid duplication of efforts on data development by various organizations, integrate the information from different sources and provide single platform for smooth data delivery to the user community, there has been an emergent need for establishing National Spatial Data Infrastructures (NSDI) for Pakistan. Survey of Pakistan (SoP) had been mandated officially to establish National Spatial Data Infrastructure (NSDI) for the country, after the enactment of Surveying & Mapping Act 2014 by the Government of Pakistan. In this context, SoP has carried out number of activities to achieve the goal of NSDI development thereby contributing in almost all the components of NSDI.

As far as the institutional arrangements are concerned, SoP has taken initiative to coordinate and collaborate with other data producing organizations to have coordinated approach for the development of NSDI. Department has designed, developed and deployed spatial data portal as well as metadata portal to manage, discover and distribute spatial data within the department premises.

Now, Govt. of Pakistan has approved PC-I amounting to Rs. 90M for execution of the said project.

4.9.4. Establishment of new Geocentric Geodetic Datum of Pakistan

Draft implementation agreement of the project of Establishment of New Generation National Geodetic Datum of Pakistan in collaboration with China is at the final stage. Recently EAD through MoD asked this office to provide the name of signatory on behalf of Pakistani side to sign the implementation Agreement. Accordingly, SoP has nominated Mr. Noor Elahi, DSG as signatory on behalf of Pakistan side to sign the implementation agreement.

4.10. Future Plans 2020 - 21

S #	Title of Job	Target
1)	Updation of Sheets through Satellite Imagery & Ground Verification	300 sheets
2)	Constructions of SBMs/ Monuments through out country (total 484 SBMs)	21 SBMs
3)	Magnetic Observations	80 points
4)	Demarcation of International boundary pillars	100 pillars
5)	Large scale mapping of various cities of Pakistan on 1:2000 & 1:1000 using 0.5 M resolution stereo satellite imagery	300 Sq. Km
6)	Field verification of Large scale maps.	300 Sq. Km
7)	Alignment of Pak - Iran Border as desired by Pakistan Army	460 L. Km
8)	Joint verification of Pak – China border	300 L. Km
9)	Alignment of Pak – Afghan border as desired by Pak Army	915 L. km
10)	Establishment of 16 CORS station	8 Station
11)	Construction of Bench Marks	800 Bench Marks
12)	Training of equipment & technology	55 employees
13)	Training of field data equipment technology	65 employees
14)	GNSS observation	100 stations
15)	Inspection of Standard Bench Marks (SBM) throughout the country.	150 Bench Marks
16)	Cadastre mapping of cities and state land of Pakistan	Karachi, Lahore, Islamabad and State Land of

4.10.1. Capacity Building Of Survey Of Pakistan (2020 – 21)

Sl. #	Activity	Target
Foreign Visits (Budget = Rs. 8,33,000/-)		
1)	Signing of Work Plan for implementing the Protocol between Pakistan and China for Scientific and Technical Cooperation in the field of Surveying & Mapping.	02 officers will visit China for signing of Work Plan
Foreign Trainings (Budget = Rs. 14,83,000/-)		
2)	One month on Job Training from China in different cadres of Surveying & Mapping	04 officers / officials will get Training
3)	Ministry of Natural Resources of China will provide fellowship.	01 officer will get Master Degree from Wuhan University
Local Trainings		
4)	Refresher course and different courses at Survey Training Institute, Islamabad.	60 Officials / Officers will get Training
5)	Trainings at other institutes	40 Officials / Officers will get Training



FGEI (C/G) Directorate

5. Federal Government Educational Institutions (Cantonments/Garrisons)

Federal Government Educational Institutions (Cantonments / Garrisons) Directorate has a dual role; on the one hand it is a Directorate of IGT&E Branch General Headquarters, dealing with operational and administrative matters of FGEIs, while on the other it is an attached department of Ministry of Defence dealing with financial, manpower recruitment and discipline matters. The Directorate has 11,950 civilian employees, paid out of civil estimates and 32 Army Personnel. Director FGEI (Cantonments / Garrisons) exercises administrative and financial control over the department and its employees, through the authority delegated to him by the Cabinet Division.

5.1. Vision

To convert the FGEIs network into one of the best educational systems of the country.

5.2. Mission

To provide quality educational facilities to the wards of Armed Forces Personnel as well as the children of civilians residing in Cantonments throughout the country.

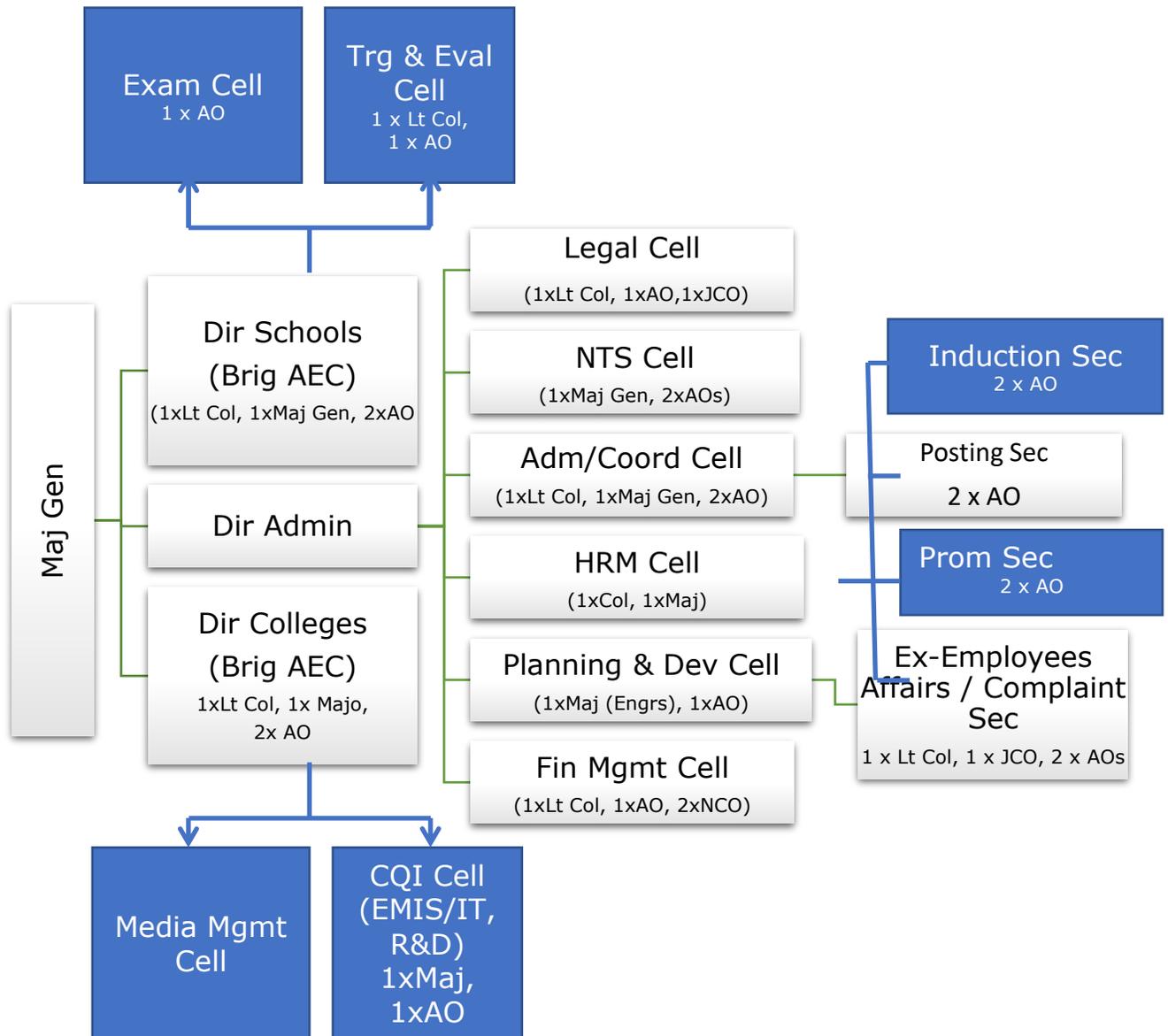
5.3. History and Organization

5.3.1. Historical Background

- 1) Prior to June 1975, FGEIs were under the control of respective Cantonment Boards and were known as Cantonment Board Schools / Colleges.
- 2) On 1st June 1975, these were nationalized and placed under the control of Federal Ministry of Education, Islamabad.

- 3) In September 1977, their control and management was transferred to Army Education Directorate, General Headquarters under a Presidential Order.
- 4) In November 1981 a separate Directorate namely FGEI Directorate, was established to exclusively manage FGEIs. The responsibility of providing finances and budget remained with Ministry of Education.
- 5) In 1988 Director FGEI was declared as Head of Department with the powers delegated to Heads of Departments vide Finance Division O.M.no. F. 4 (4)-R.2/88 dated 22 May 1988.
- 6) In March 1992, the Directorate was made an attached Department of Ministry of Defence and its administration and financial matters were shifted from Ministry of Education to Ministry of Defence.
- 7) As far as its working in the General Headquarters, FGEI Directorate worked directly under Inspector General Training & Evaluation till it was made part of Human Resource Development Directorate in October 2008.
- 8) The COAS very kindly approved restructuring of FGEIs Dte and allied hierarchy on 28 Jun 2019.
- 9) Restructuring of the sys was completed on 15 Oct 2019 with following major changes: -
- 10) Inclusion of all arms representation and devolution of role of Director to Director Schools Affairs (SA), Director Colleges Affairs (CA) and Director Administration to improve efficiency and effectiveness.
- 11) Creation of dedicated HR management system.
- 12) Streamlining of complaints resolution and pensioners' affairs through a dedicated setup.
- 13) Establishment of IT, media management, legal affairs and financial management setups for specialized handling.
- 14) Up- gradation of appointment of GSO-1 to Directors in Rawalpindi and Peshawar Regions.
- 15) Review of Channel of Reporting of Regional Officers (under process).

5.4. Organizational Chart



5.5. Functions of the Directorate

5.5.1. Induction of Manpower

- 1) Process requisition with FPSC to fill the posts in BPS 16 to 19.
- 2) Process cases for induction in BPS 1-15 through Ministry of Defence and Establishment Division.
- 3) Departmental Selection Board for BPS 11 to 15 in FGEIs: -
 - (a) President - Director (Adm) FGEI (C/G) Directorate
 - (b) Members - Deputy Director (HRM)/ GSO-1 FGEI (C/G) Directorate
 - (c) Deputy Secretary Ministry of Defence
- 4) Departmental Selection Board for BPS-1 to 10 in FGEIs: -
 - (a) President - Deputy Director (HRM) FGEI (C/G) Directorate
 - (b) Members - GSO-1, FGEI (Concerned Region)
 - (c) Section Officer (D-22) Min of Def

5.5.2. Appointments / Transfers / Promotions

- 1) Appointments of employees after getting NOC.
- 2) Postings and transfers of all employees as and when required.
- 3) Preparation promotion cases of all employees for approval by the competent authority.
- 4) Extension/Regularisation of cases of contract employees through Ministry of Defence.
- 5) Process deputation cases through Ministry of Defence.

5.5.3. NOCs / Advances / Grants / Notifications

- 1) NOCs for Hajj/ Umrah/ visit abroad.

- 2) Process pension, Benevolent Fund, Group Insurance, GP Fund Advance, HBA, Motor Car, Motorcycle Advance, Farewell Grant, Burial Charges and Death Notifications.

5.5.4. Discipline / Seniorities

- 1) Process discipline and court cases with Ministry of Defence.
- 2) Maintenance of seniority lists and ACRs of FGEI employees.
- 3) Maintenance of Employees' Service Books.

5.5.5. Scholarship Exams

Conduct of Primary and Middle Standard Scholarship Exams each year and Payment of scholarships to students on merit.

5.5.6. Co-Curricular Activities

Preparation of schedule and conduct of all Pakistan level Sports and Co-Curricular Activities.

5.5.7. Finances

- 1) Procurement of recurring budget of the whole FGEI setup from the Govt, its distribution and monitoring.
- 2) Preparation of Revised Estimates, Budget Estimates including Hiring and processing of Assistance Package.
- 3) Submission of Budget Orders and procurement of annual budget from Ministry of Finance through Ministry of Defence.
- 4) Preparation of Institution-wise New Items Statements (NISs) for distribution of recurring budget.
- 5) Carryout/ensure reconciliation of audit and departmental statements through AGPR, Islamabad.
- 6) Process re-appropriation cases and surrender unspent amount to Govt.
- 7) Preparation of appropriation of accounts for Public Accounts Committee/DAC meetings, etc.
- 8) Process cases of Central Development Fund (CDF), student/other funds for approval.

- 9) Maintenance of Public Fund, Employees Welfare Fund, Exam Fund.
- 10) Maintenance of waiting list and earmark/disburse House Building, Motor Car, Motor Cycle and Bicycle advance to FGEIs Employees.
- 11) Process/disposal of medical claims of FGEI (C/G) Employees.
- 12) Maintenance of up-to-date audit objections record and help other Sections/ROs in settlement of objections from audit authorities.

5.5.8. Development Projects

The project titled "Establishment of FG Degree College for Boys at Kohat" for Rs. 190.404 Million was approved in the 'Central Development Working Party (CDWP)' Meeting held on 29th Mar 2018. Rs. 60.500 Million were allocated and released during PSDP 2019-20. Codal formalities regarding execution of the project are being completed. The project is likely to commence shortly.

5.5.9. Miscellaneous

- 1) Interact/respond to all queries of Cabinet Sub-Committees, Parliamentary Standing Committees, Senate's Standing Committee on Defence, and Public Accounts Committee.
- 2) Respond to all queries raised in Principal Staff Officers(PSOs)/ Formation Commanders' Conferences.
- 3) Process applications/petitions received from Ministry of Defence /GHQ.
- 4) Issue policies/instructions for Regional Offices / Institutions.
- 5) Biennial Inspection of Regional Offices/Institutions.
- 6) Issue schedule of academic session, all exams/forecast of major
- 7) events to institutions and concerned departments.
- 8) Issue move sanctions of all officers of the Directorate and Regional Offices.

5.6. Achievements

5.6.1. SSC Examination

Ser	Year	Appeared	A-1 Grade	A Grade	Pass%
(1)	2017	12431	2660	2784	96.17
(2)	2018	12468	3259	3166	95.42
(3)	2019	11041	2696	2976	96.65

5.6.2. HSSC Examination

Ser	Year	Appeared	A-1 Grade	A Grade	Pass%
(1)	2017	6296	490	995	86.74
(2)	2018	6158	531	1017	90.09
(3)	2019	6341	632	1230	90.19

5.6.3. Board Positions SSC

Ser	Year	1 st Position	2 nd Position	3 rd Position
(1)	2017	-	-	-
(2)	2018	-	Malakand Board	-
(3)	2019	-	Hum Gp (FBISE)	Sci Gp (FBISE)

5.6.4. Board Positions HSSC

Ser	Year	1 st Position	2 nd Position	3 rd Position
(1)	2017	Pre-Engg Gp (FBISE)	Hum Gp (FBISE)	Pre-Engg Gp (FBISE)
(2)	2018	-	Gen. Sc Gp (Kci Board)	Gen. Sc Gp (FBISE) & Pre-Med Gp (HDD Board)
(3)	2019	-	-	Hum Gp (FBISE)

5.6.5. Board Positions BA/BSc (2018-19)

Ser	Name	Position	Class/ Group	Board
(1)	Shumaila Rehman FG Degree College (W), Kohat Cantt	1 st	B.Sc (441/ 550)	Kohat University of Science & Technology Kohat
(2)	Syeda Masooma Zahra FG Degree College (W), Bannu Cantt	1 st	B.A (439/ 550)	University of Peshawar

5.6.6. Promotions

Ser	Categories (Designation)	Total no promoted
Colleges (Teaching Staff)		
(1)	Associate Professor (BPS-19) to Professor (BPS-20)	01
(2)	Assistant Professor (BPS-18) to Associate Professor (BPS-19)	13
Schools (Teaching Staff)		
(1)	Promotion case of 22 x individuals from BPS-15 to BPS-17 forwarded to MoD for vetting	-
(2)	Promotion case of 10 x individuals from BPS-9 to BPS-15 forwarded to MoD for vetting	-
(3)	Promotion case of 2 x individuals from BPS-17 to BPS-18 forwarded to MoD for vetting	-
Non-Teaching Staff (NTS)		
(1)	Grant of Senior Scale to Drivers	06
(2)	Class-IV one step promotion	72

5.6.7. Appointments (2019-2020), BPS-01 to BPS-15

Ser	Categories (Designation)	Total no Appointed
Schools		
(a)	Assistant (BPS-15)	06
(b)	EST (BPS-14)	213
(c)	Accountant (BPS-14)	06

Ser	Categories (Designation)	Total no Appointed
(d)	Steno Typist (BPS-14)	02
(e)	DEO (BPS-14)	01
(f)	UDC (BPS-11)	12
(g)	LDC (BPS-9)	25
(h)	Assistant Librarian (Male) (BPS-09)	04
(i)	Library Assistant Male (BPS-9)	01
(j)	Library Assistant Female (BPS-9)	01
(k)	Laboratory Assistant (BPS-7)	18
(l)	Class-IV (BPS-1 to BPS-5)	95
G. Total		384

5.6.8. Contract Appointments under Assistant Package

Ser	Categories (Designation)	Total no Appointed
(a)	Assistant (BPS-15)	02
(b)	EST (BPS-14)	1
(d)	UDC (BPS-9)	2
(e)	Laboratory Attendant (BPS-02)	8
(f)	Clas-IV (BPS-1 to BPS-5)	03
G. Total		16

5.6.9. Annual Budget

Ser	Year	Demand	Allocated Rs (in Millions)		
			Original	Supplementary	Total
a.	2016-17	7245.709	5093.546	-	5093.546
b.	2017-18	7879.248	5273.486	100.00	5373.486
c.	2019-20	8899.547	6225.000	-	6225.000

5.6.10. Release of Funds – Operating Expenses

Ser	Object Classification	Amount Rs (in Millions)
a.	A03 – Operating Expenses	378.792
b.	A05 – Assistance Package	61.600
c.	A04 – Medical charges of pensioner	3.00
d.	A06 – Transfer	22.608
e.	A09 – Physical Assets	15.00
f.	A13 – Repair / Maint	60.00
Total		541.000

5.6.11. Public Sector Development Programme (PSDP)

Ser	Year	Amount Rs (in Million)
a.	2015-2016	0.000
b.	2016-2017	0.000
c.	2017-2018	24.500
d.	2018-2019	17.956
e.	2019-2020	60.500

5.6.12. Allotment of Funds for Loans and Advances

Ser	Advances	Amount Rs (in Million)
a.	House Building	60.000
b.	Motor Car	25.000
c.	Motor Cycle	09.900
d.	Bicycle	0.210

5.6.13. Re- Imbursement of Medical Charges

Ser	Medical Charges	Amount Rs (in Million)
a.	Re-imburement (209 Serving Employee)	12.260
b.	Re-imburement (60 Retired Employee)	03.000

5.6.14. Assistance Package

a. No of deceased	-	94
b. Assistant Package	-	61.600 M

5.6.15. Award of Merit Scholarships to the Students

To create the atmosphere of competition among the students for learning, to improve the quality of education in the country and to provide incentive to talented students for further education. In 2009 a PC-1 for Rs. 39.924 Million was approved by Ministry of Defence and since then 1870 x Scholarships are being granted annually to students as per following details:

Ser	Scholarships	No of Scholarships	Rate	Amount Rs in Million
a.	Primary Level	900	Rs. 800/-pm	8.640
b.	Middle Level	970	Rs. 1200/-pm	13.968
	Total	1870		22.608

5.6.16. Curricular/ Sports and Co-Curricular Activities

- 1) Pry/ Middle Std Scholarship Exam
- 2) All Pakistan FGEIs Academic Excellence Award Ceremony
- 3) Curricular/ Co-Curricular Activities (Sports/ Essay/ Story writing competition)
- 4) Printing of tables Calendars/ Newsletter/ Academic Calendar.
- 5) Claim of Scholarships bills from CMA, Rwp.

5.6.17. EMIS

Ser	Future Plans	Goals
a.	Development of FGEIs System Automated Tool (FAST)	Reinvent the teaching-learning practices as well as the School management processes in order to democratize the education. Increase the stakeholder's participation. Produce a thinking and technology literate workforce, and provide conducive environment to enhance the learners strength and abilities.
b.	Launching of E-Office Project (subject to approval)	To integrate file and records management system that allows employees to manage content, search for data internally and collaborate. The file system also enables the electronic movement and the tracking

Ser	Future Plans	Goals
		of files, and the archival and retrieval of data.
c.	Staff IT Training/ workshops	To organize and facilitate learning and development of IT processes. Expedite acquisition of the knowledge, skills, and abilities required for effective job performance.

5.7. Conclusion

FGEIs Directorate, despite all odds, is endeavouring to fulfill its obligations towards the noble task of facilitating, polishing and preparing the future builders of the country. Of course, there are impediments and hardships in the way but with the help and guidance of Ministry of Defence we firmly believe that the output of these institutions can be further enhanced. We assure, that the fullest commitment of all those who are engaged in the management of these institutions will never be lacking.

Pakistan Armed Service Board

6. Pakistan Armed Services Board (PASB)

6.1. Introduction

Pakistan Armed Services Board (PASB) was established as Soldiers, Sailors and Airmen's Board at Bombay (India), Rawalpindi and Sheikhpura in 1919 after World War - I. There were 28 x District Armed Services Boards (DASBs) till 1947 which continued to function after Independence also. The numbers of DASBs increased with time and as of now, PASB has 63 x DASBs spread all over the country.

PASB is an Executive Department of Ministry of Defence with its Secretariat at Rawalpindi and 7 x Armed Services Board Directorates (ASB Dtes) in all Provincial Capitals, Gilgit Baltistan and Azad Kashmir. PASB is primarily responsible for looking after Pension Related Affairs, Welfare Measures, Redressal of Petitions / Complaints and Rehabilitation of Ex-Servicemen of all three Services besides helping the Serving / Retired Soldiers in their Civil Matters, where possible.

PASB is also a Member of World Veterans Federation (WVF), France and Royal Commonwealth Ex-Services League (RCEL), UK.

6.2. Vision

Pakistan Armed Services Board (PASB) envisions a peaceful, stable, congenial and dignified life of all Veterans and Families / NoKs of Shuhada / Deceased Ex-Servicemen.

6.3. Mission

Ensure provisioning / availing of comprehensive, integrated and sustainable Welfare Services e

ntitled to Ex-Servicemen of the Armed Forces and their Dependents include Families / NoKs of Shuhada / Deceased.

6.4. District Armed Services Boards

6.4.1. Punjab ASB Dte (C&S)

DASB Sialkot	DASB DG Khan
DASB Gujranwala	DASB Bahawalpur
DASB Sheikhupura	DASB Rahim Yar Khan
DASB Lahore	DASB Faisalabad
DASB Kasur	DASB Toba Tek Singh
DASB Okara	DASB Jhang
DASB Sahiwal	DASB Sargodha
DASB Bahawalnagar	DASB Khushab
DASB Vehari	DASB Mianwali
DASB Multan	DASB Bhakkar
DASB Muzaffargarh	

6.4.2. Punjab ASB Dte (North)

DASB Attock
DASB Rawalpindi
DASB Islamabad
DASB Chakwal
DASB Jhelum
DASB Gujrat

6.4.3. KPK ASB Dte

DASB Nowshera	DASB Swabi
DASB Peshawar	DASB Mardan
DASB Kohat	DASB Malakand
DASB Karak	DASB Abbottabad
DASB Bannu	DASB Mansehra
DASB D I Khan	DASB Chitral
DASB Tank	

6.4.4. Sindh ASB Dte

DASB Karachi
DASB Hyderabad
DASB Badin
DASB Mirpurkhas

DASB Sanghar
DASB Nawabshah
DASB Larkana
DASB Sukkur

6.4.5. Balochishtan ASB Dte

DASB Quetta
DASB Khuzdar

6.4.6. Gilgit Baltistan ASB Dte

DASB Gilgit
DASB Skardu
DASB Ghizer

6.4.7. AJ&K ASB Dte

DASB Muzaffarabad
DASB Neelum
DASB Hattian Bala
DASB Bagh
DASB Rawalakot
DASB Pallandri
DASB Haveli
DASB Mirpur
DASB Bhimber
DASB Kotli

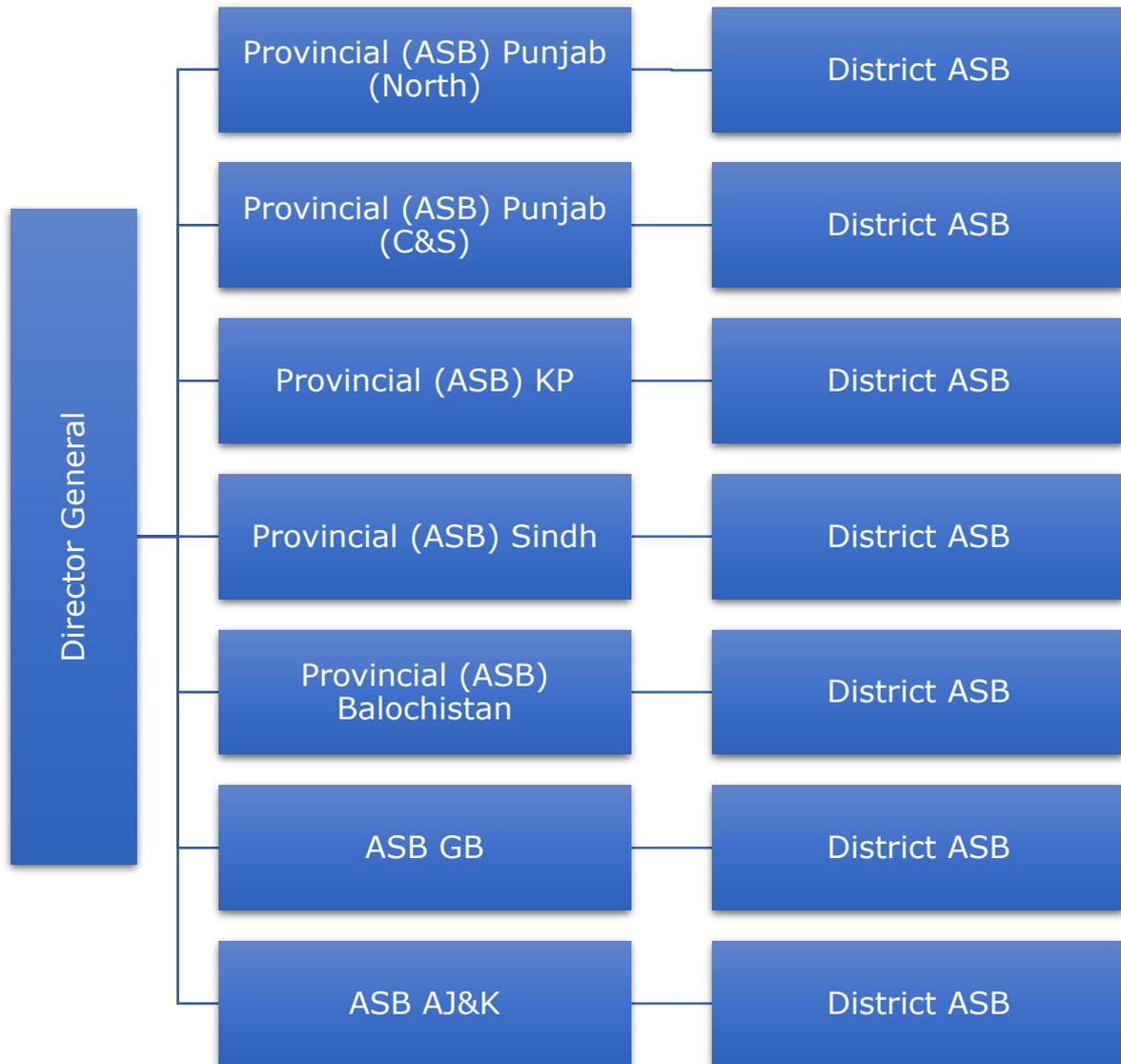
6.5. Hierarchical Organization and Functions

The hierarchical org of PASB is based on three tiers. The Central Board of PASB functions at the National Level. For its routine operational / administrative affairs, PASB has a Secretariat

which formulates policies and regulates / oversees the operational activities of all Directorates / District Armed Services Boards (DASBs). At Provincial Level, the Armed Services Board Directorates perform their mandated tasks through District Armed Services Boards (DASBs) established at District level. All DASBs in addition to their integral

staff has Honorary Welfare Officers (HWOs) also who do the field work in their respective AORs.

6.5.1. Organogram



PASB Department has a total strength of 887 Employees comprising 80 x Officers and 807 x Staff Members

6.6. Major Functions of PASB

- 1) Administration and Budgetary Control of Provincial ASB Dtes and DASBs.
- 2) Facilitate Rehabilitation and Re-settlement of Ex-Servicemen.
- 3) Handle all Pension related affairs of Ex-Servicemen and Widows / Families of Shuhada / Deceased.
- 4) Assist Ex-Servicemen in availing Welfare Initiatives of the Govt / Services.
- 5) Redressal of Petitions / Complaints of Ex-Servicemen.
- 6) Liaison with Civil Administration for all possible assistance for Ex-Servicemen in their civil matters.
- 7) Verification of Documents of Ex-Servicemen.
- 8) Facilitate apprehension of AWOL Cases / Deserters.
- 9) Assist in Calling Up of Reservists.
- 10) Membership of World Veterans Federation (WVF), France and Royal Commonwealth Ex-Services League (RCEL), UK.
- 11) Administration of 30 x Veterans Messes (VMs) in the country.

6.6.1. Salient Operational Activities From 01 Jul 2019 to 30 Jun 2020

- 1) **Processing of Pension Cases.** The Board succeeded in finalizing / processing 18572 Pension Cases.
- 2) **Re-Employment of Ex-Servicemen.** PASB facilitated Re-Employment for as many as 397 Ex-Servicemen in public / private sectors.
- 3) **Redressal of Petitions / Complaints of Ex-Servicemen / Widows.** 184 Complaints / Suggestions received by PASB Deptt through PMDU (Pakistan Citizen Portal) were duly resolved / further processed for possible relief to the complainants. 7035 Petitions and Complaints of Ex-Servicemen / Widows received directly by the Deptt were pursued / forwarded to concerned authorities for necessary assistance / redressal on merit. 161 Cases of Civil Suits and Property Affairs

of Ex-Servicemen / their Families were settled amicably during the period. Petitions of 4897 Ex-Servicemen suffering from acute economic problems were processed to respective Services HQs and Regtl Centres for financial assistance / required help of the sort.

- 4) **Micro Credit Scheme.** A Micro Credit Scheme was introduced by PASB in 2001 to help the Ex-Servicemen / Widows in establishing / augmenting small businesses of their own. During the period under review, 1350 Ex-Servicemen / Widows benefited from this Scheme.
- 5) **Scholarships to the Wards of Ex-Servicemen.** 17685 Scholarship Cases were forwarded to Fauji Foundation after initial screening and required processing by respective DASBs.
- 6) **Provision of Relief Packages to Destitute Families.** PASB provided Relief Packages of Dry Ration to around 827 x Destitute Widows / NoKs of Shuhada / Deceased Ex-Servicemen affected by Pandemic COVID-19 economic environment in the Country.
- 7) **Assistance to Widows / Disabled Ex-Servicemen.** Financial Assistance of varying amounts to 212 needy Ex-Servicemen / their Dependents, 62 x Sewing Machines and 15 x Wheel Chairs were arranged / provided for Destitute Widows / Disabled Ex-Servicemen to alleviate their sufferings.
- 8) **Functioning of Camp Offices.** Owing to acute economic crunch in the country, establishment of New District Armed Services Boards (DASBs) was postponed / not pursued, despite meeting all legal pre-requisites. Camp Offices at more distant / compressed Districts were however made functional to fill up this administrative gap for the convenience of Ex-Servicemen and their Widows / NoKs of the area at following locations:
 - a. **Permanently Established.** Talagang, Haripur and

Charsadda are are permanently established Camp offices.

b. **Temporarily Established.** Gujar Khan, Narowal, Mandi Bahauddin, Khanewal, Hunza and Khaplu are temporarily established and visited by DASB Staff on Weekly / Fortnightly basis.

9) **Establishment of Vocational Trg Centres (VTCs).** In order to impart skill training to Female Wards of Ex-Servicemen, PASB Deptt sponsored establishment / functioning of 9 x Vocational Training Centres on adhoc / self help basis with assistance of local HWOs.

10) **Veterans Messes.** Presently 30 Veterans' Messes of different capacities / state are functioning under PASB in different parts of the Country which provide boarding / lodging facilities on nominal charges to all Ex-Servicemen and their families who happen to visit urban cities for their routine civil affairs and health treatment etc.

11) **Renewed Interaction with Civil Administration.** Earnest efforts were made to re-ignite and renew the desired interaction with Civil Administration all over the country for the benefit of Ex-Servicemen / their Families. This increased interaction enormously helped in giving a general sense of ownership to the Civil Administration of their respective DASBs and making them aware of their moral responsibility towards welfare of Ex-Servicemen and Shuhada of their area. In this regard, Annual General Meetings (AGMs) duly presided by respective Deputy Commissioners were successfully conducted in almost 80% DASBs.



Pakistan Maritime Security Agency

7. Pakistan Maritime Security Agency (PMSA)

7.1. Introduction

PMSA was created on 1st January 1987, due to realization of importance and potentials of the maritime sector of Pakistan along with our obligations under UN Conventions on Law of the Sea 1982 short titled UNCLOS. The UNCLOS is regarded as one of the most comprehensive convention reached by the global community. The UNCLOS, which triggered establishment of PMSA was ratified by Pakistan in 1997. PMSA Act was passed by the parliament in 1994. UNCLOS introduced the concept of maritime zones subjecting it to the coastal states national jurisdictions. PMSA enforces national and international laws, policies and conventions in the Maritime Zones of Pakistan. These Maritime Zones include Internal Waters, Territorial Waters, Contiguous Zone, Exclusive Economic Zone and Continental Shelf with no gaps in between.

7.2. Mission

Based on the global geo-strategic and geo-economic contexts, domestic outlook, our national obligations and responsibilities, PMSA mission has been derived as:

"While Maintaining all time readiness to undertake Search and Rescue Operations, assert and enforce national jurisdiction and sovereignty and secure maritime zones to protect maritime interests of Pakistan ensuring safety of own personnel and material".

7.3. Roles & Functions

PMSA, being Pakistan's only Law Enforcement Agency at sea, has been assigned with various functions to perform, as per PMSA Act of 1994, in all the Maritime Zones of Pakistan. These are:

- 1) To assist and co-ordinate SAR in the assigned area.
- 2) To Prevent unauthorized exploitation of economic resources.

- 3) To Protect Pakistani fishing vessels and crew.
- 4) To enforce national and international laws, agreements and conventions.
- 5) To undertake counter-narcotics and anti-human trafficking/smuggling operations.
- 6) To assist other departments and agencies in safeguarding and protecting offshore installations/ infrastructures in the EEZ.
- 7) To act as coordinating agency for prevention and control of marine disasters including pollution.
- 8) To provide assistance for hydrographic and oceanographic research.
- 9) To provide assistance for oil, gas and other mineral exploration.
- 10) To render assistance to other assessment agencies in acquisition of mineral exploration and seismic data etc.
- 11) To provide an effective secondary maritime force for deployment in any emergency, war or conflict.

7.4. Area of Responsibility

PMSA's Area of Responsibility extends from shores of Pakistan to 200 NM to EEZ and 350 NMs in the continental shelf with a total area of 290,000 Sq Kms inclusive of 50,000 Sq Km of Continental Shelf which approximately equals half the size of Pakistan.

7.5. Functions on Behalf of Various Ministries

Since the assigned tasks and mission falls within the mandate of various ministries, therefore PMSA coordinate with these ministries. Some of the key tasks being performed by PMSA for various ministries are mentioned below:

FUNCTIONS	MINISTRIES
Search & Rescue	Ministry of Maritime Affairs
Enforcement of Hazardous Materials Control Regime (HMCR)	
Port State Ctrl / Flag State Ctrl	
Counter Narcotics	Ministry of Narcotics Control
Anti-Human Trafficking	Ministry of Interior
Anti-Smuggling	Federal Board of Revenue / Customs & Immigration
Maritime Security	Ministry of Defence
Environmental Protection	Ministry of Climate Change
Protection of Non-Living Resources	Ministry of Science & Technology
	Ministry of Petroleum & Natural Resources
Child Labour (Protection as per national regulations)	Ministry of Labour & Manpower
Unauthorized/ Unregistered Wireless/ Telecommunication	Ministry of Information & Technology (PTA)

In addition, though PMSA is a Federal Agency, however, we frequently coordinate with and undertake policing roles on behalf of/ for Balochistan and Sindh Provinces for checking unlawful and illegal activities in the territorial waters as well as safeguarding marine protected areas.

PMSA man and operates Maritime Rescue Coordination Centre round the clock, throughout the year for coordinating and extending SAR

Ops upto 840 Nautical miles whenever such situation arises. Further, round the clock coordination and exchange of information is undertaken with similar Centre's of regional countries.

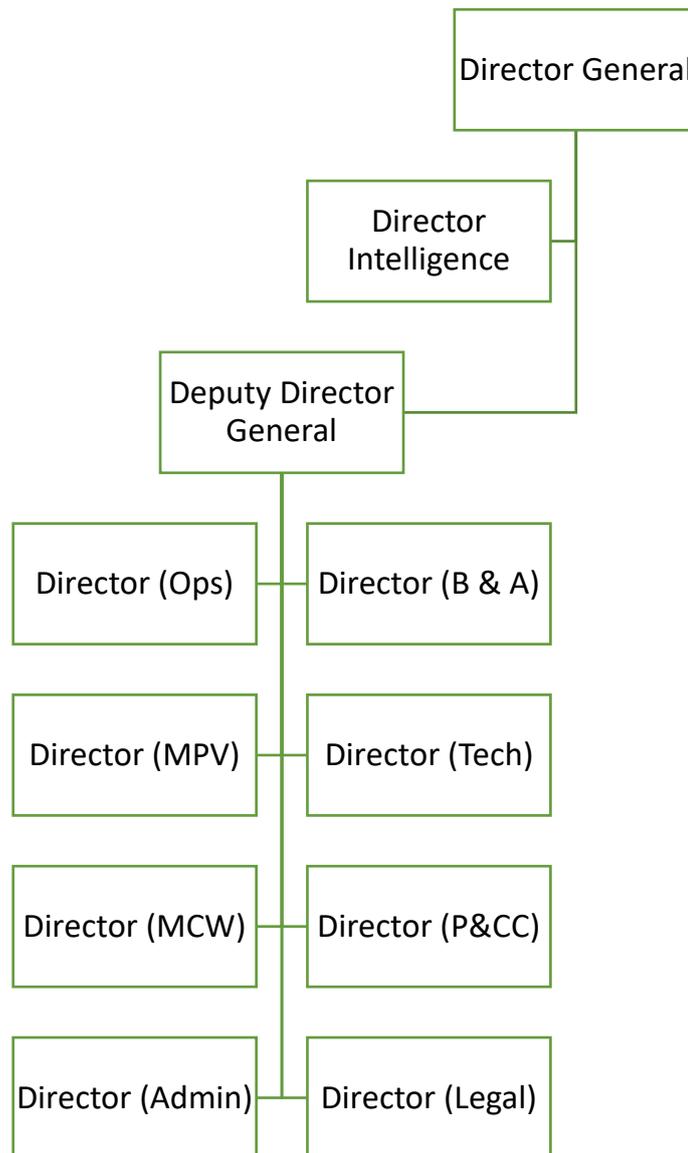
7.6. Maritime Challenges

Vastness of Pakistan's coast line offers both challenges and opportunities. The real challenge is the enforcement of maritime laws in the AoR through limited available resources, infrastructure and manpower. With the available assets, PMSA conducts regular operations to ensure safety, security and economic interest of Pakistan are not infringed upon, despite the challenges. These include:

- 1) Search and Rescue viz vast area.
- 2) Registration of Fishing Boats.
- 3) Installation of Vessel Monitoring System.
- 4) Narco-Trafficking / Smuggling/ trafficking of human & other commodities.
- 5) Poaching by foreign/ neighbouring countries particularly our eastern and western neighbours.
- 6) Diving Regulation.
- 7) Security of Ports areas (Particularly CPEC related).
- 8) Domestic unauthorized Fishing.
- 9) Regulation of craft leaving soft landing areas.
- 10) Marine Pollution and Environmental Protection.

7.7. Organizational Infrastructure

PMSA is an attached department of Ministry of Defence. Organizational infrastructure of PMSA is given under:



7.8. Operational Assets Of PMSA

In order to support PMSA's operations along the coast, PMSA has established Coastal Bases which have variety of assets for patrolling. To effectively monitor the huge area for undertaking the assigned tasks; assets of PMSA include a Surface Wing comprising of 1 x KASHMIR Class Ship, 4 x HINGOL Class ship, 4 x BARKAT Class ship and 02 x Island Class Patrol boats. Additionally, Fast Response Boats, ZODIACs and Speed crafts are available for rapid deployment. Moreover, an Air Wing with 03 x Norman Defender Aircraft enables Maritime Surveillance.

7.9. Operational Achievements

PMSA conducted numerous operations during the period under review. The significant and major operations are enumerated as under:

7.9.1. Counter Narcotics Operations

It is assessed that large amount of the global cultivation of illicit opium is undertaken in our region. Poppy cultivation in Afghanistan has increased substantially. Counter Narcotics efforts on land are much easier and cost effective as compared to maritime domain. Interdiction of drugs at high seas due to high volume of sea traffic, multitude of containerized cargo and vast extents of sea open in all directions. PMSA has apprehended approximately 105 **tons** of various drugs including heroine and crystal meth worth approximately Rs 65 Billion from 1987 till to date. It is pertinent to mention that our Anti-Narcotics efforts have also been acknowledged in Compendium of Drug Seizures at Sea published jointly by Combined Maritime Forces, Regional Narcotics Interagency Fusion Cell (RNIFC) and United Nations Office on Drugs & Crime (UNODC). Following Anti-Smuggling Operations were carried during FY 2019 – 20:

- 1) 493 Kgs of Drug (Heroine and Crystal) worth Rs 7 Billion was seized on 17 Oct 19.
- 2) 243 Kgs of Drug (Hashish and Heroine) worth Rs 2410 Million was seized on 09 Nov 19.

- 3) 450 Kgs of Drug (Hashish) worth Rs 90.30 Million was seized on 27 Dec 19.
- 4) 1290 Kgs of Drug (Hashish) worth Rs 258 Million was seized on 29 Jan 20.
- 5) 2724 Kgs of Drug (Hashish, Ice Crystal and Brown Crystal) worth Rs 14.660 Billion was seized on 26 Apr 20.

7.9.2. Anti-Smuggling & Illegal Immigration Operations

Smuggling of goods & humans i.e, illegal immigrations has gained significant attention during last decade as trans-national criminals exploit sea routes used for economic purpose for their nefarious ends. PMSA has conducted 67 successful operations and apprehended numerous boats involved in smuggling of various kinds liquor including fuel. Moreover, huge amount of contraband and other smuggled goods having street value of over Rs 57 Million have been seized from 1987 till to date. During Anti-Smuggling Operations in FY 2019 – 20, PMSA has seized 221,000 Ltrs diesel from 13 x fishing boats. In last one year 44 foreigners including 30 Iranian have been apprehended in this regard.

7.9.3. Anti-Poaching Operations

Pakistan's EEZ is enormously rich both in living and non-living resources. Poaching, mainly by Indian fishermen, is common in our resource rich Indus Delta region, where Indian fishermen catch huge quantity of fish which is a significant loss to our resources, in addition to causing huge ecological damage to various rare fish species. While undertaking Anti Poaching operations at sea during FY 2019 – 20, PMSA apprehended 14 x Indian fishing boats along with 81 crew.

Based on the POL data of last 4 years, it has been observed that, on average approximately 1150 boats are reported every year within our EEZ out of which around 7-8% (80-90 boats) are apprehended by PMSA surface assets while others are repelled back into Indian waters before they even start catching fish from our waters. It is pertinent to mention here that if PMSA does not stop these vessels; an approximate loss of Rs 3 Billion

could incur per annum on stolen natural resource i.e., fish catch. The damage to the eco system and sustainability cannot be measured. These calculations are only based on our detection during the last 4 years and actual number might be much more.

PMSA conducts focused anti-poaching operations specially in the Eastern Maritime Region of Pakistan with all available resources, besides regular EEZ patrolling and policing in the area. Till to date 1531 fishing boats and 8579 fishermen have been apprehended, mainly from our eastern region. This has also provided Pakistan with the bargaining lever to get our fishermen repatriated in early time frame on reciprocal basis.

7.9.4. Search and Rescue Operations

Pakistan being signatory to SOLAS Convention has been allocated a vast area extending up to 840 NM from the coast of Pakistan for coordination of Search & Rescue operations. It is to be highlighted here that under the provisions of various sections of MSO 2001 and International Convention on Maritime Search and Rescue, 1979, Government of Pakistan with respect to "Search and Rescue Operations at Sea" has delegated powers and functions as coordinator to PMSA. Our region's; Regional Maritime Rescue Coordination Center (MRCC) is an international obligation of Pakistan which is delegated to PMSA for coordination of SAR Ops. PMSA operates MRCC 24/7 to respond to any emergency at sea. PMSA till to date has rescued more than 2387 precious lives and responded to 193 vessels in distress at sea which include fishermen from regional countries including India & Iran as well. It is pertinent to highlight that PMSA personnel have been nominated for IMO Gallantry award to acknowledge there Search & Rescue efforts. PMSA also actively participates in flood relief operations in the Coastal Areas rescuing thousands of people. During Search and Rescue operations in FY 2019 – 20, PMSA rescued 13 x Fishing Vessels alongwith 126 x crew members in distress at sea. Moreover, 14 x dead bodies were also recovered.

7.9.5. Oil Spill Exercise

To rehearse response as per NMDCP, PMSA conducts annual oil spill exercise, code named BARRACUDA, which provides all stakeholders a common platform to practice response mechanism and to generate effective and timely response. PMSA has so far conducted 10 series of BARRACUDA Exercises. PMSA conducted exercise BARRACUDA - X from 2 – 4 Dec 2019. In BARRACUDA – X, 26 international observers from 11 littoral countries participated in the exercise to broaden the spectrum and enhance regional cooperation.

7.9.6. International/ Regional Cooperation And Exercises

Besides these operations, PMSA is maintaining maritime cooperation with International and regional countries through MoUs, Exercises and other initiatives with Azerbaijan, Bahrain, China, Denmark, Djibouti, India, Iran, KSA, Kuwait, Maldives, Oman, Russia, Seychelles Island, Sri Lanka, Tanzania, Turkey and US. PMSA ships regularly participate in International and regional exercises and conducts Over Seas Deployments to friendly countries. PMSA is a regular and active participant of Heads of Asian Coast Guard Agencies Meeting (HACGAM) forum since 2006. PMSA was unanimously chosen by member states to conduct 13th HACGAM in Pakistan for very first time. PMSA is also an active member of South Asia Co-operative Environment Programme (SACEP).

7.10. General and Administrative Achievements

To enhance existing operational capability of PMSA, various administrative and general projects were also under taken. The significance of the major projects is enumerated as under:

7.10.1. PMSA TRACEN Activities

Regular courses are conducted at PMSA Training Centre (TRACEN) for PMSA as well as PN participants. A total of 390 PMSA

personnel are trained at PMSA TRACEN in FY 2019-20. Officers and CPO/ Sailors of all cadres are trained in different courses mentioned below:

- 1) Basic Maritime Law Enforcement Course/ PMSA Powers and Functions.
- 2) Boarding Ops Course.
- 3) Disaster Management at Sea.
- 4) Maritime Laws and Regulation Course.
- 5) Search & Rescue Course.

7.10.2. E-Learning Lab

PMSA E-Learning Lab offers different for participations of PMSA as well as PN regularly. The courses are designed by UNODC and participations are also certified after completion of the course. This facility of PMSA is also extend to sister forces i.e Pakistan Air Force. Total 185 participants are trained at PMSA E-Learning lab in FY 2019-20.

7.10.3. Participation in International Conferences

PMSA regularly participates in International conferences as well as training courses with its counterparts. Courses/ Bilateral visits at China, Turkey, Japan, Sri Lanka, Malaysia, Bangladesh, Oman and London were conducted during FY 2019-20. PMSA also invited Director General Iranian Border Guard Command in Dec 19 for mutual Maritime coordination and capacity building.

7.10.4. Construction of Wharf for PMSA

PMSA has since long taken up a case for construction of a wharf of its own for berthing of PMSA ships. Construction of PMSA Wharf project is under process at MoD. In this regard, PC-II was prepared and forwarded to MoD for approval. The same has been approved in DDWP meeting held at MoD at a cost of Rs 47.350 (M). Funding for preparation of feasibility study/ detailed design is under process at MoD.

By providing own wharf/ berthing facilities, Pakistan Maritime Security Agency will have tremendous administrative and operational

benefits and flexibility. Moreover, being close to the Base workshop, repair and maintenance facilities can be readily availed for upkeep and preservation of high value seagoing assets.

7.11. Repair and Maintenance Achievements

Major maintenance, essential repairs including docking and achievements of PMSA ships are as under:

S No	PMSS SHIP/UNIT	Detail of Activities/ Achievements	Progress
	PMSS REHMAT	Docking of ship for Repair/Maintenance of Main shafts	Successfully undertaken by KS & EW during 24 days from 01-12-19 to 26-12-19
	PMSS NUSRAT	Docking of ship for Repair/Maintenance of Fire main pump and Auxiliary cooling SW lines	Successfully undertaken by KS & EW during 05 days from 04-03-20 to 08-03-20
	PMSS VEHDAT	Docking of ship for Repair/Maintenance of above and underwater hull fittings including removal of Main Shafts/ Rudders and fittings	Successfully undertaken by KS & EW during 30 days from 28-01-20 to 27-02-20
	PMSS SABQAT	Docking of ship for Repair/Maintenance of above and underwater hull fittings	Ship is docked at KS & EW w.e.f 19 June 2020 for 30 days

Military Lands & Cantonments

8. Military Lands & Cantonments

8.1. Introduction

The Military Lands & Cantonment Department is headed by the Director General, Military Lands & Cantonments(DG ML&C). He is followed in the hierarchy by an Additional Director General and assisted by four Directors in HQ. HQ ML&C has under its jurisdiction six regional directorates namely Peshawar, Rawalpindi, Lahore, Multan, Karachi and Quetta. HQ ML&C through regional directorates manages 11 Military Estate(ME) Circles and 44 Cantonment Boards (CBs) in all over Pakistan.



8.2. Mission Statement

"To ensure pro-people, efficient local governance in Cantts & effective management of Defence land"

8.3. Historical Background

Defence Lands and Cantonments have existed since British Rule. The first Cantonment was established back in 1765 at Barrackpore. Pakistan inherited 23 Cantonment Boards. Keeping in view the requirement of defence services, the number of Cantonment Boards have increased from time to time and now there are 44 Cantonment Boards.

Following independence of Pakistan, the assets that were with the Ex-state forces and the lands that had been in use for defence purposes accrued to the Government of Pakistan (Ministry of Defence) through constitutional provisions. These were brought on record and consolidated by Military Estates Officers. Presently, there are 11 Military Estate Circles in Pakistan.

In 1975, "Military Lands and Cantonments Group" was instituted, absorbing all the Military Estates Officers, the Executive Officers of the Cantonments and the Directorate in the Ministry of Defence. The appointments of the officers to this Cadre is through CSS Examination annually conducted by the Federal Public Service Commission (FPSC).

Leading Cantts		
CB Rawalpindi	Largest Population 	0.8 M
CB Walton	Max Taxable Units 	78 K
CB Karachi	Oldest 	1842
CB Ormara	Max Area 	0.5 M Acre

Cantonment Boards are autonomous bodies working under the administration of ML&C Deptt. Cantonments are classified into three categories (A, B & C) depending on the size of the civilian population. Depending on this the Cantonment Boards were authorized 3 to 15 members that includes equal no of elected and nominated members. The Officer Commanding the Station became the ex-officio President. Cantonment Boards generate their own funds through levying taxes and appoint their own staff. The taxes to be levied are comparable to those in the adjacent municipality.

All the activities of the organization are monitored and supervised by the Directorate of Military Lands and Cantonments, Ministry of Defence through Regional Directorates in Peshawar, Rawalpindi, Lahore, Multan, Karachi and Quetta.

8.4. Functions

Military Lands and Cantonments is an attached department of the Ministry of Defence. Directorate of Military Lands and Cantonments provides advisory input on defence lands and local government matters in cantonments to the Federal Government (Ministry of Defence) and all related stakeholders i.e., Service Headquarters and other organizations under the Ministry of Defence. Following are the main functions:

8.4.1. Defence Land Management

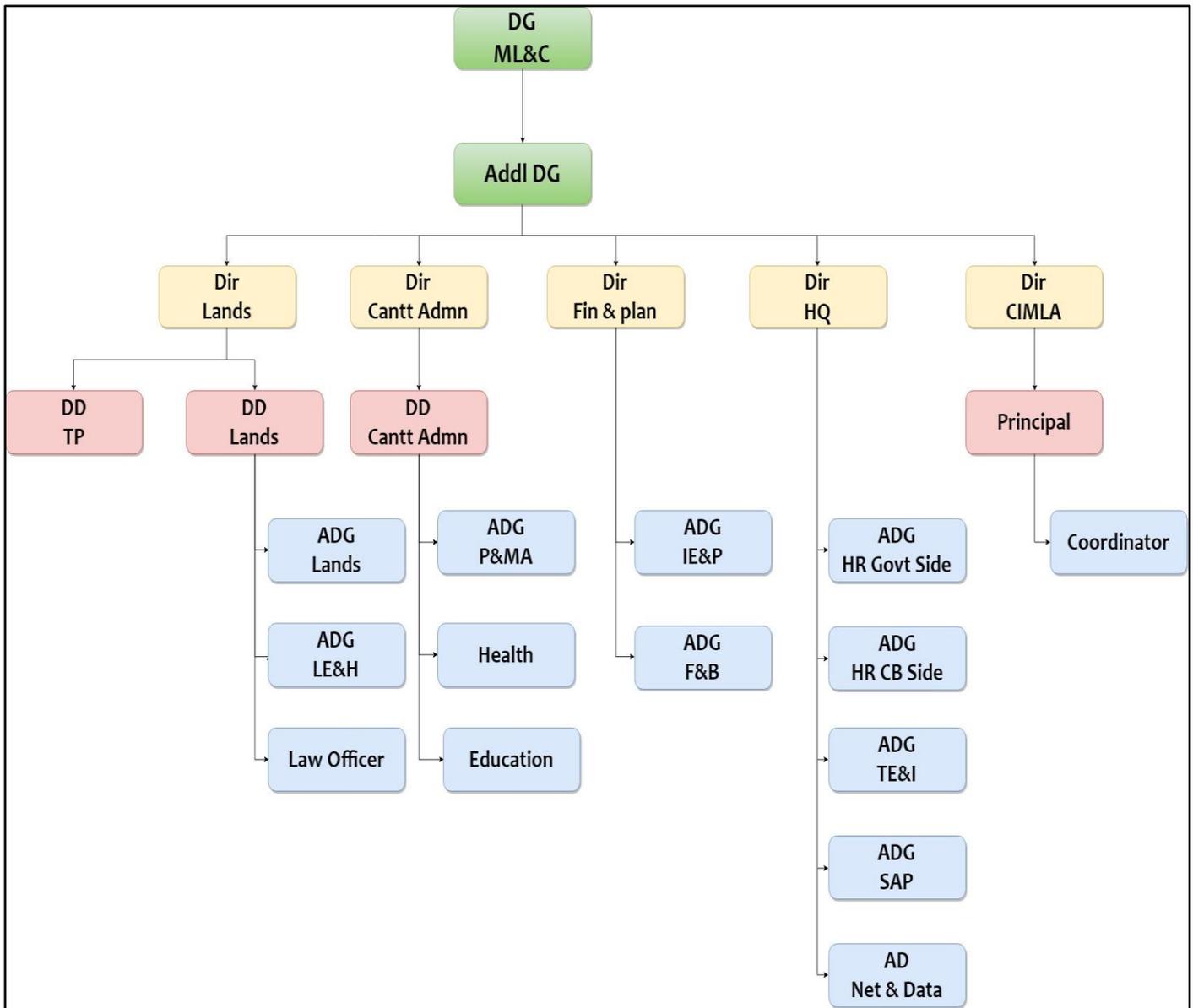
Acquisitioning or requisitioning of property for Defence Services. To defend litigation in the court of law to safeguard the interest of the Govt.

8.4.2. Local self-government

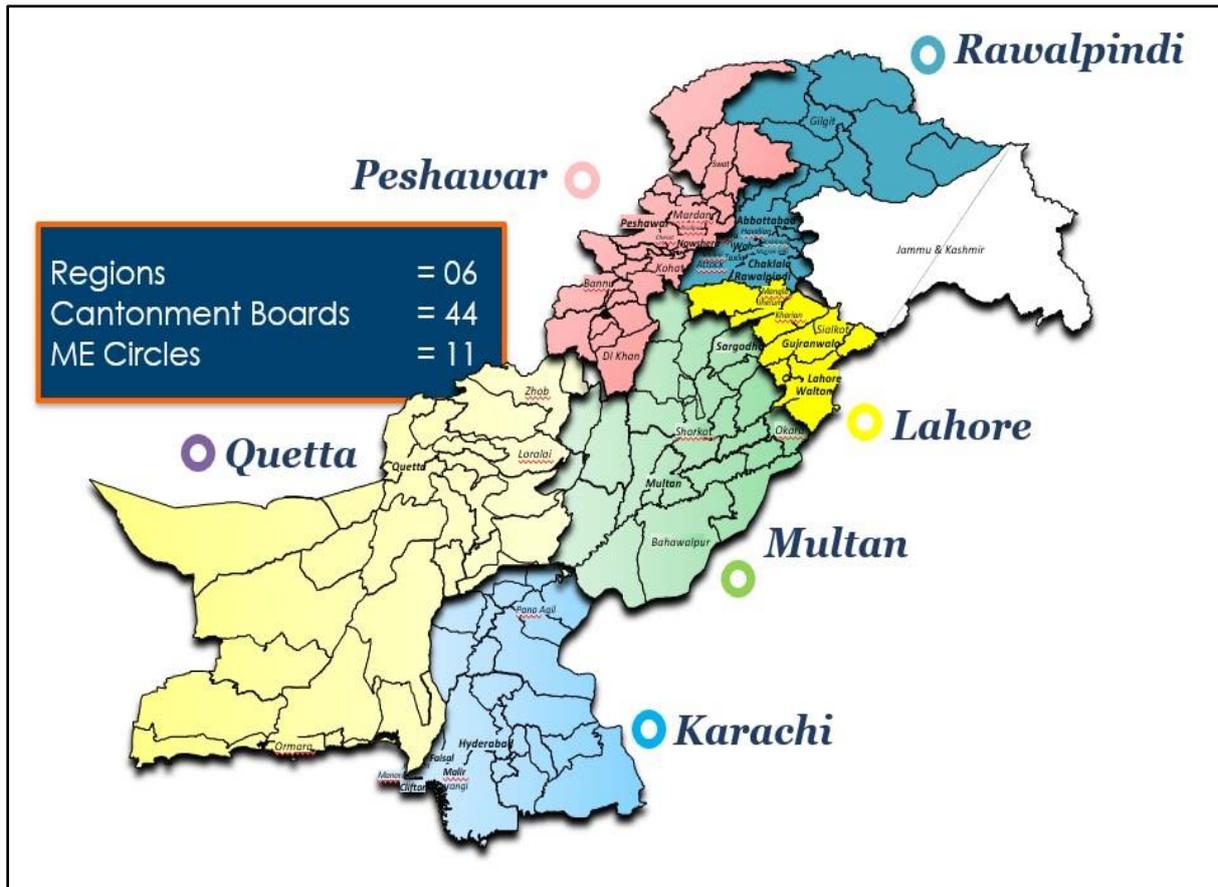
Cantonment Boards are statutory local bodies and perform the following functions:

- 1) Efficient management of the Local Government in CBs
- 2) Preparation of Annual Budget of CB and Revenue collection
- 3) Building control, dev and maintenance of Parks, green belts and road infrastructure
- 4) Provision of civic amenities
- 5) Development works for cantonment residents
- 6) Provision of health facilities
- 7) Provision of education facilities
- 8) Maintenance of hygiene and sanitation
- 9) Taking census in cantonment areas.
- 10) Taking survey of cantonment area

8.5. Organizational Structure



Organogram of HQ ML&C



ML&C Regions on Map of Pakistan

8.6. Achievements

8.6.1. HR Promotions - Cantt Recruitment & Promotion Policy 2020

To turn a given human resource into a galvanized team, it is important to minimize numerous snags adversely affecting their career growth, pay-scales and postings resultantly in feelings of disillusionment, discomfort and lack of motivation. During the last Years few officials were promoted due to non-availability of Recruitment & Promotion Policy. A comprehensive CB Recruitment and Promotion Policy 2019-20 was formulated on the directions of DG ML&C for the first time to provide promotion avenues to all employees of Cantonments. In the new policy, all promotions were linked with successful completion of promotional courses conducted at ML&C Dept's Specialized Training Institute - Cantonment Institute of Municipal and Land Administration (CIMLA), Lahore. During

2019-20, more than 7,529 promotions have been done in different cadres i.e. General Admin, Engineering, Medical, Education, Information Technology, Sanitation, Horticulture, Fire Brigade and Public Relations which required an unprecedented effort from HR Dept of ML&C Dept and firm resolve from senior management. These promotions could not be done in the last 10 years as shown below in the graph due to absence of promotion policy for most of the cadres: -



Cantt Board Employee Promotions' Graph

8.6.2. E-Governance

In line with the Government of Pakistan's e-governance policy, ML&C Dept introduced citizen-centric, Government to Citizen (G2C) approach, which is the primary goal of e-governance. ML&C Dept automated its internal operations through introduction of ML&C Management Information System (MIS) and its external interaction with citizens through development of CBCARE facilitation centers, CBCARE Mobile App and Website Portals to provide hassle free and timely access to services.

8.6.3. Cantonment Board Citizen Assistance & Rapid Execution (CBCARE) Centers

State of the Art CBCARE Centers are equipped with Q-matic systems, public waiting areas, software and other allied services for convenience of residents. These are one window facilitation centers where Cantt Residents can submit their applications and complaints electronically. Separate desks for Senior Citizens, Property Tax, Approval of Building Plans, Birth/ Death and Marriage/ Divorce reg.



CBCARE
Citizens Assistance & Rapid Execution
At Your Service

CBCARE Facilitation Centres

Offering exclusive services under one roof

- State of art facilitation centres
- Courteous and well educated staff
- Waiting area
- Q-matic system
- Assisting you in birth, death and marriage registration, building plans and transfers, health, education, water, cleanliness and tax related issues

TO SERVE IS OUR MOTTO

To ensure its successful implementation, development of CBCARE Centers were monitored by HQ ML&C. All Cantonment Boards were instructed to run public awareness campaigns through print / social media, displaying billboards, posters and banners on main roads, to apprise the

general public about the facility. Data of establishment of CBCARE centers in major Cantonment Boards is given under:

Sr	Name of CB	Date of Establishment (CBCARE Center)	Sr	Name of CB	Date of Establishment (CBCARE Center)
1	CB Walton	26 Nov, 2018	9	CB Sialkot	4 Jan, 2019
2	CB Lahore	26 Nov, 2018	10	CB Wah	4 Feb, 2019
3	CB Rawalpindi	27 Nov, 2018	11	CB Jhelum	12 Feb, 2019
4	CB Malir	12 Dec, 2018	12	CB Sargodha	13 Mar, 2019
5	CB Clifton	13 Dec, 2018	13	CB Multan	11 Apr, 2019
6	CB Nowshera	24 Dec, 2018	14	CB Kharian	6 May, 2019
7	CB Peshawar	26 Dec, 2018	15	CB Faisal	19 June, 2019
8	CB Chaklala	1 Jan, 2019	16	CB Gujranwala	07 Nov, 2019



CBCARE Center - Hyderabad Cantonment Board (waiting area)



CBCARE Center - Gujranwala Cantonment Board

A mobile Application with the name of CBCARE is also available on the Apple Store and Android Play Store. CBCARE android mobile app was launched on google playstore on 27 Dec, 2018 while CBCARE iOS app was launched on 20 March, 2019. Residents can download the application through their iphone / android phones. The Mobile App is integrated with

CBCARE Centers and serves as a complementary channel between Cantt Residents and Cantonment Boards. All applications are time bound and applicants are informed about the progress of submitted applications / complaints through mobile SMS.



CBCARE Mobile App - Awareness Campaign

8.6.4. Website Portals

All Cantonment Boards have made their websites functional during the last year to provide services to its residents. These websites are one stop resource for timely and readily available information. During Corona Virus Pandemic, residents were connected with their respective Cantonment Boards through their websites. The websites are centrally developed and have a standardized Content Management System (CMS) that helps CBs to upload public information easily. CB wise list of websites which was made live during 2019-20 are given below: -

Sr	Name of CB	Website Link	Sr	Name of CB	Website Link
1	Abbottabad	www.cbabbottabad.gov.pk	14	Karachi	www.cbkarachi.gov.pk

Sr	Name of CB	Website Link	Sr	Name of CB	Website Link
2	Havelian	www.cbhavelian.gov.pk	15	Hyderabad	www.cbhyderabad.gov.pk
3	Taxila	www.cbt.gov.pk	16	Malir	www.cbmalir.gov.pk
4	Sanjwal	www.cbsanjwal.gov.pk	17	Korangi	www.cbkorangicreek.gov.p k
5	Attock	www.cbattock.gov.pk	18	Manora	www.cbmanora.gov.pk
6	Murree Hills	www.cbmurree.gov.pk	19	PanoAqil	www.cbpanoaqil.gov.pk
7	CEO Bannu	www.cbbannu.gov.pk	20	Multan	www.cbmultan.gov.pk
8	D.I Khan	www.cbdikhan.gov.pk	21	Sargodha	www.cbsargodha.gov.pk
9	Mardan	www.cbmardan.gov.pk	22	Bahawalpu r	www.cbbwp.gov.pk
10	Risalpur	www.risalpur.ccb.gov.pk	23	Shorkot	www.cbshorkot.gov.pk
11	Jhelum	https://cbjhelum.gov.pk	24	Okara	www.cbokara.gov.pk
12	Kharian	www.cbkharian.gov.pk	25	Quetta	www.cbquetta.gov.pk
13	Sialkot	www.cbsialkot.gov.pk			

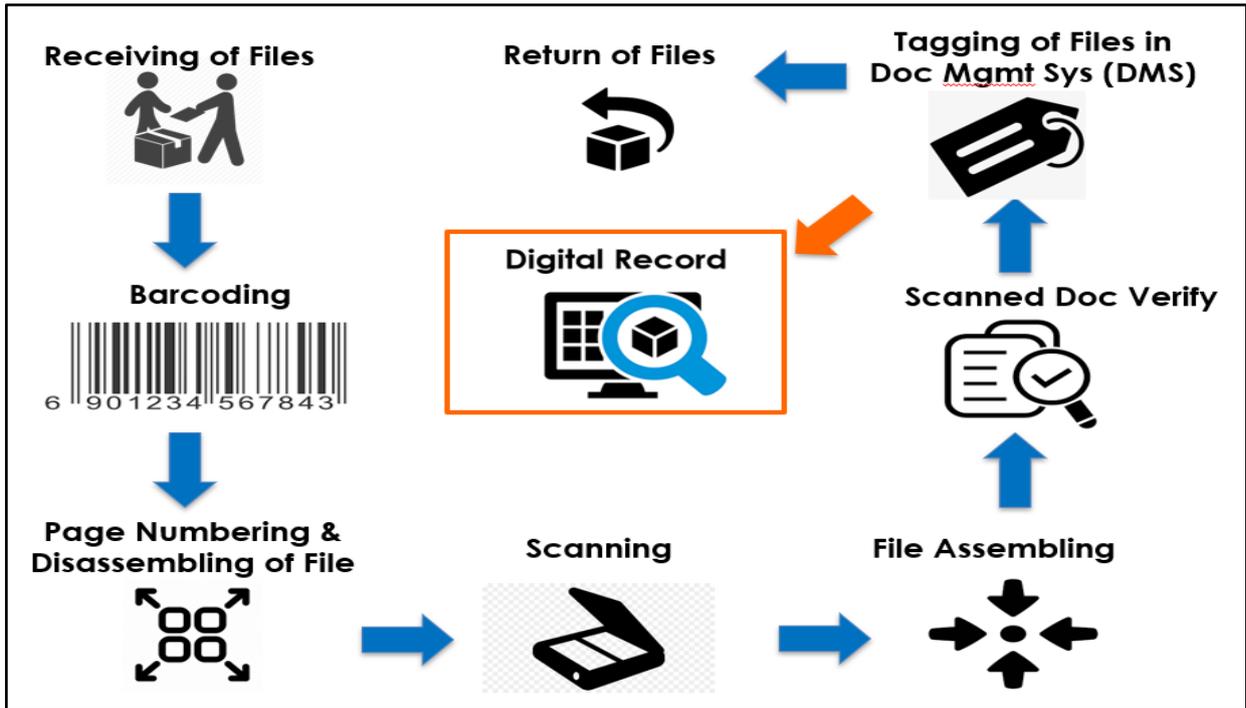


Homepage of Cantonment Board Clifton Website

8.6.5. Digitization of Record

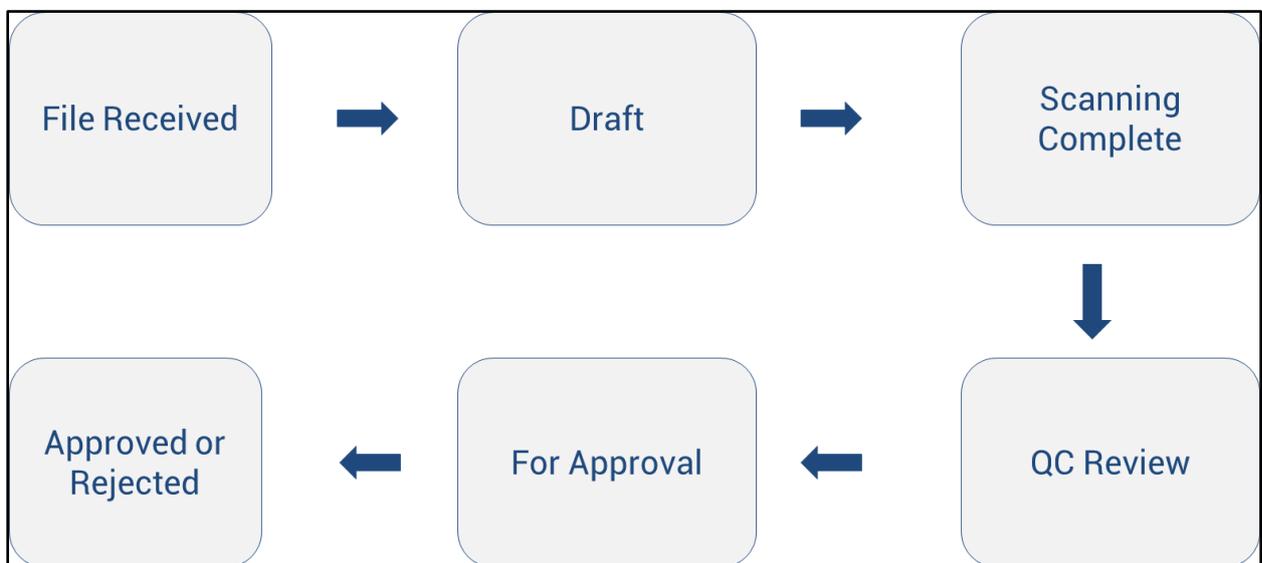
ML&C Deptt undertook a remarkable initiative of digitizing the centuries old record of land and revenue. In this regard, Cantonment Board Chaklala and Military Estate Office Rawalpindi were selected as Pilot Site. Scanning of record of MEO Office Rawalpindi and its uploading in Document Management System (DMS) is completed by May, 2020 while scanning of record in Cantonment Board Chaklala is under process.

This project has immense benefits in the long term as Document Management System (DMS) would enable offices to preserve old artifacts in digital form and retrieve them with one click. It would also enable the office to trace manual fundging (if any) with the record. With the help of OCR (Optical Character Recognition) technology, random search would also be available to find old policy directives, important letters etc.



Scanning of documents - Process flow chart

All the documents once uploaded the document management system will follow the below mentioned process.



Centralized Document Management System - process flow chart

8.6.6. Online Bill Payment Facility

Cantonment Residents were required to deposit computerized bills / challans of respective Cantonment Board in only designated branches of National Bank of Pakistan for timely posting of bills which in present times creates unnecessary hassle for residents. The procedure effected recovery of taxes and fees adversely during lockdowns imposed by the government to handle Corona Virus Pandemic. Keeping this in view, ML&C Dept signed a historic agreement with 1LINK Ltd on 2nd July, 2020 to provide online bill payment facility to residents of cantonments. Now, residents can pay computerized bills issued by Cantonment Boards through any bank's Mobile App, Internet Banking, ATM Switch or OTC (Over the Counter).



(02-07-2020): Mr. Hassan Akhtar Mirza (Director HQ) and Mr. Bashir Khan (COO) 1Link signing the contract agreement in the presence of DG ML&C Dept Maj Gen Hasnat Amir Gillani

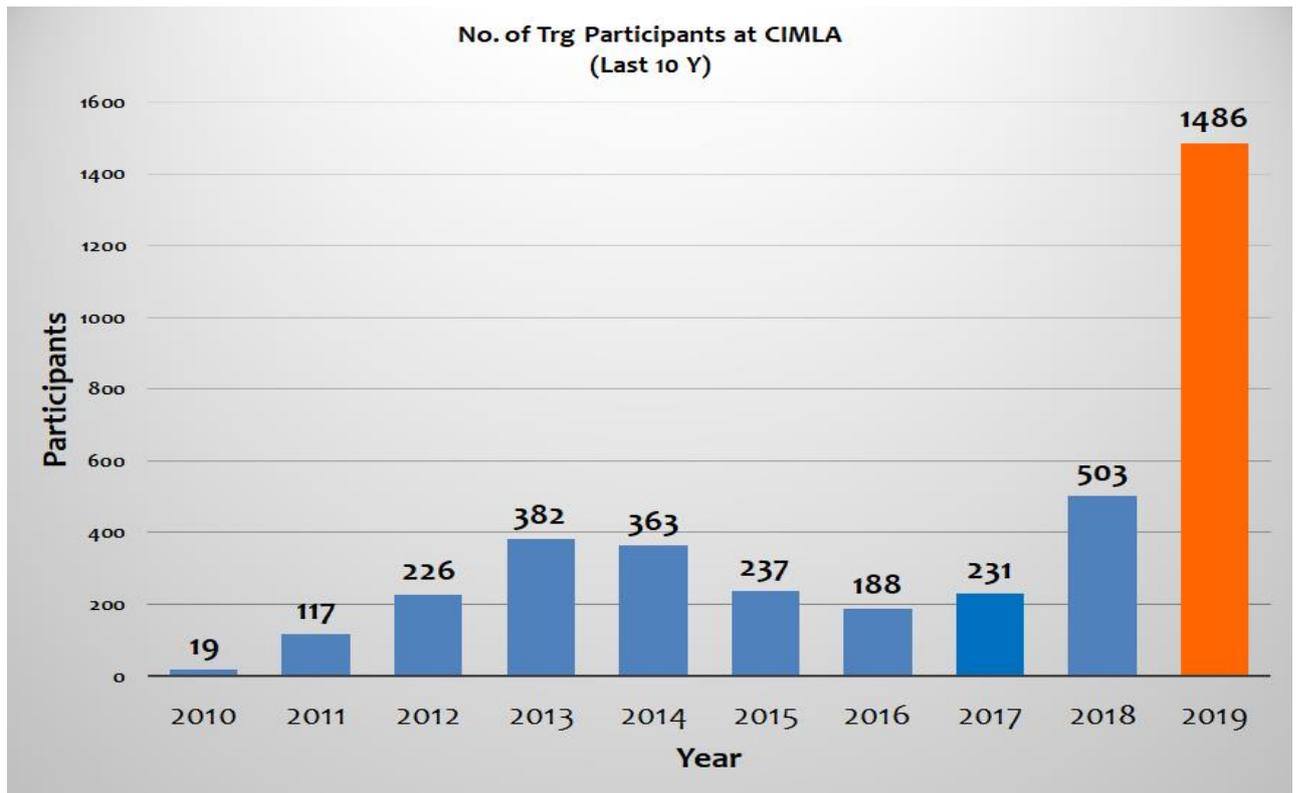


Online Bill Payment Facility - Awareness Campaign

8.6.7. Capacity Building Of Human Resource

Functions of ML&C Deptt. has multiplied in a complex challenging urban environment where training, research, critical and analytical thinking have gained importance. With over 5 Million population living in cantonments, the goodwill can only be earned on good governance, efficient working, cutting edge financial management and optimum use of IT. Officers and staff of ML&C Deptt. needs to be equipped with modern knowledge, techniques. international best practices.

In 2009, a State of Art building was constructed at Lahore for CIMLA. It is providing training to the officers and officials of ML&C Deptt. A Specialized Training Programme for probationary officers of ML&C Dept is being run by the institute. Refresher courses for officers & officials are also being organized throughout the year. In 2019, all promotions of Cantonment Board's employees have also been linked with the mandatory promotional courses being organized by CIMLA. Beside it, the institute also organizes lectures to inculcate motivation and team spirit among participants.. Summary of courses held at CIMLA during last ten years:



No Courses Held during last 10 years - CIMLA



(CIMLA) Cantonment Institutes of Municipal and Land Administration

Deputation (BS-21) Age (59Y - 9M - 9D) DOB : 01-11-1960 DOR : 01-11-2020 Date of Appointment : 08-12-1990	Home Station Abadshair	Current Station Headquarters ML&C	Joining at Present Posting 03-Mar-2017
Priority City 1 Not Added Yet	Priority City 2 Not Added Yet	Priority City 3 Not Added Yet	
Compassion/Disabilities :			
HQ ML&C - Senior Joint Secretary	3Y - 5M - 8D		
Deputation	5Y - 11M - 5D		
Quetta Regional Office	0Y - 3M - 27D		
HQ ML&C - Director	0Y - 0M - 27D		
Training	1Y - 1M - 5D		
Training	0Y - 4M - 22D		
Walton	1Y - 7M - 30D		
Chaklala	4Y - 5M - 1D		
Nowshera	1Y - 0M - 23D		
Malir	1Y - 10M - 8D		
Clifton	0Y - 5M - 1D		
Manora	0Y - 3M - 8D		
Rawalpindi	0Y - 11M - 15D		
HQ ML&C - Assistant Director General	1Y - 0M - 11D		
HQ ML&C - Assistant Director General	0Y - 6M - 27D		

Posting Profile - ML&C MIS

8.6.8. Upgradation in Cantonment Public Health System

ML&C Dept, Healthcare System comprises Cantt. General Hospitals (CGH) & Dispensaries. A present total of 15 Cantonment General Hospitals and 57 Dispensaries are operational in different Cantonments which are spread throughout the country and providing basic healthcare facilities to their employees, dependents and general public residing in respective cantonments. These services include pharmacies, emergency, diagnostic, therapeutic, surgical, OPD, IPD, rehabilitation, L&D, family welfare & planning, expanded program for Immunization & polio vaccination.

Upgradation of CGH Rawalpindi includes establishment of major facilities of state-of-the-art Diagnostic setups like Pathology Labs, Radiology setups, Physiotherapy, Dermatology, ophthalmology, Dental Departments, MOT Complex with five latest Modular OT, MICU, PICU, NICU & integrated with CSSD and Hospital Hygienic Laundry, Boilers & Hospital waste Incinerator etc have been successfully completed. The hospital was inaugurated by the Honorable Prime Minister of Pakistan Mr. Imran Khan on 01 Apr 2020. It was an historic day in the history of ML&C Dept as upgradation of the hospital during Corona Virus Pandemic was needed for the hour. The Prime Minister of Pakistan highly appreciated the efforts and paid tribute to the Medical Doctors and Paramedics working day night during the Corona Virus Pandemic.



Highlights of visit of honorable Prime Minister of Pakistan to CGH Rawalpindi



Revamped building of Cantonment General Hospital Rawalpindi

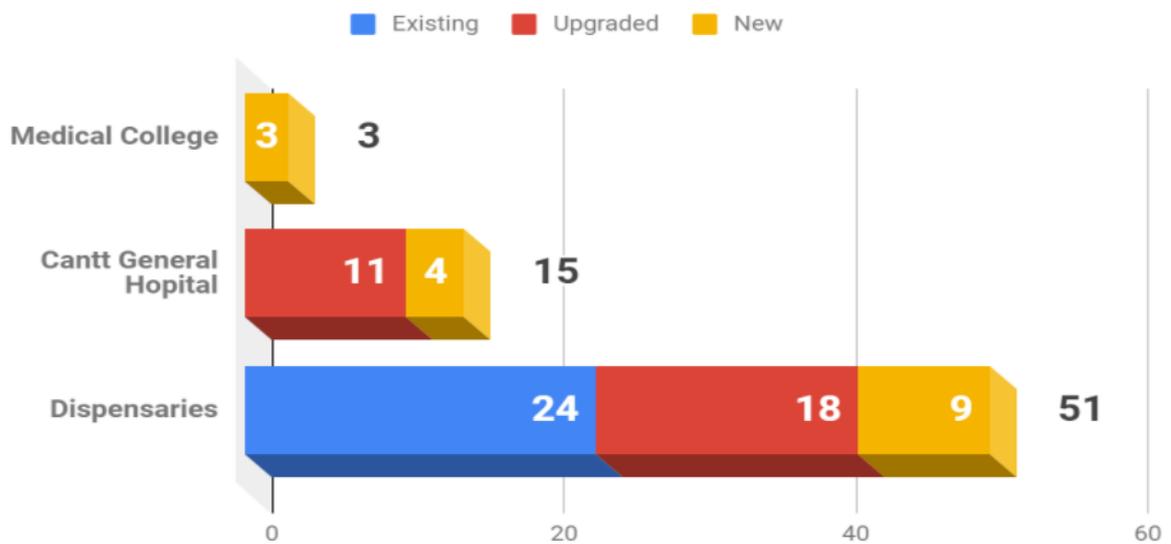


CBC Elaaj - Clifton Cantt

Similarly, Construction of buildings of CGH Lahore and procurement of Medical College equipment /items is also under progress. 80% of CGH Peshawar building has been completed. Upgradation of CGH Nowshera from 20 beds to 50 Bedded Hospital is also underway & its grey

structure is near completion. Procurement of its electro medical equipment 20 bedded CBC Elaj at Clifton is near completion. A Gynae ward is also under construction in Cantonment General Hospital Malir during FY 2019-2020. 7 x new dispensaries have been established in Cantonment Boards i.e. Three in CB Chaklala, One each in CB Abbottabad, Gujranwala, Sialkot & Bahawalpur. Summary regarding revamping & upgradation of healthcare facilities is given below:-

Cantt Public Health Facilities (Summary)



Summary - ML&C Health Facilities



Cantt Board Institute of Medical Science (CBIMS) - Lahore

8.6.9. Measures Undertaken by CBs to Mitigate Spread of Corona Virus (Covid-19)

ML&C Dept issued SOPs for taking measures against Corona Virus Pandemic to all Cantt General Hospitals & Dispensaries: -

- 1) Filter clinics were established to separate Corona patients for testing and disposal.
- 2) OPD is restricted to prevent infections in hospitals.
- 3) Provision of Testing kits to CBs to enhance capacity of Testing.
- 4) Establishment of Screening centers in CGHs & Dispensaries.
- 5) Procurement of EM Equipment & PPEs for all Cantt Hospitals & Dispensaries
- 6) Daily disinfection/Spraying of chemicals & Chlorine solutions in Hospital

PUBLIC ANNOUNCEMENT

Dear Residents,

In the wake of Corona Virus (COVID19) pandemic, **public dealing is banned** in Cantonment Boards, Military Estate Circles and Headquarters of ML&C Dept till further orders

Residents are requested to contact relevant office in case of emergency through:



CBCARE Mobile App
(Ios & Android)



Contact nos. of offices (CBs)
available at mlc.gov.pk/contacts

CORONA VIRUS

IS IT CORONA VIRUS OR NOT

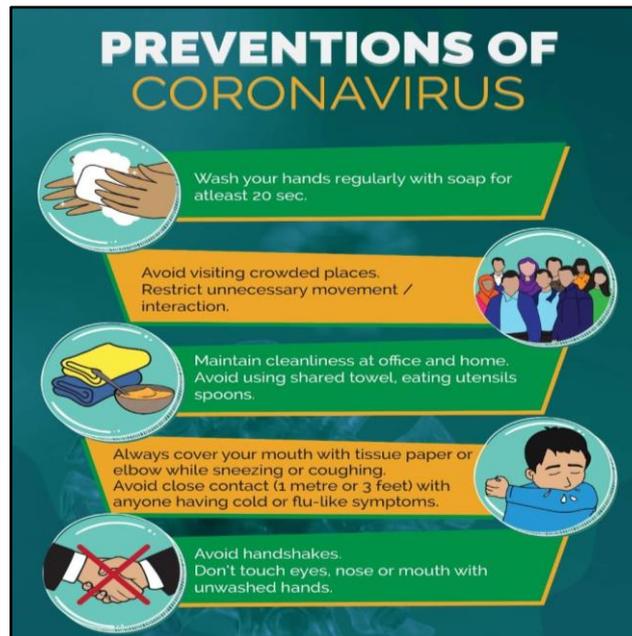
	FLU	ALLERGY	COVID - 19
Cough	✓	✓	
Dry Cough			✓
Headache	✓		
Runny Nose	✓	✓	
Itchy/red eyes		✓	
Sneezing		✓	
Sudden Fever	✓		
Fever			✓
Difficulty Breathing			✓
Sore Throat	✓		
Muscle/Joint pain	✓		

In case of COVID 19 symptoms, plz call at National Health Services Helpline 1166

Awareness Campaigns regarding Corona Virus Pandemic

CGH Rwp being the Center of Excellence of ML&C Dept, established 50 bedded isolation wards for suspected Covid-19 patients for both males and females. Awareness Campaigns run through posters, banners, website announcements and social media posts to apprise the general public about necessary steps to guard against the spread of Corona Virus. PCR lab at CGH Rawalpindi is also being established for better diagnostic / testing of Corona Virus Patients. Special Ambulance service is

deputed for transportation of Corona Virus patients to other centers for detailed treatment & analysis.



Awareness Campaigns regarding Corona Virus Pandemic

8.6.10. Upgradation In Cantonment Public Education System

Cantt Public Education Institutes (CPEIs) are providing a modern learning environment and education to approximately over 25,000 students throughout the country. CPEIs have inducted young, motivated faculty and introduced new syllabus. The Action Plan for Education 2017-

2020 sets out our Statement of Strategy with a high-level ambition for Cantt Public Education and Training Institutes, of becoming the best education and training service in all Cantonments. Derived from the 2017-2020 strategy and plan, the annual action plan 2019/20 sets out, actions specifically targeted to achieve our goals to:

- 1) Consolidate newly established/upgraded educational Institutes.
- 2) Improve the learning experience and the success of learners.
- 3) Improve the progress of learners with special educational needs.
- 4) Provide relevant SOPs/guidance to all concerned for an effective teaching learning process.
- 5) Help those delivering education services to continually improve.
- 6) Build stronger bridges between education and the community.



WSDI Bahawalpur



WSDI Bahawalpur



Cooking Class at WSDI .Abbottabad



Sewing Class at WSDI Hyderabad

Women Skill Development Institutes

Significant activities in education sector, during the preceding year, are:

- 1) Establishment of separate Education Directorate
- 2) Two modern Montessoris are established at Clifton & Nowshera
- 3) Establishment of Women Skill Development Institutes (WSDIs) at Sialkot & Nowshera
- 4) Revision of curriculum to make it in line with National Curriculum. In addition, teaching of Naazra Quran is introduced till 5th Class.
- 5) A comprehensive booklet covering aspects related to the grooming of children were designed and issued to all CPEIs.
- 6) Periodic teachers' training sessions were organized throughout the year.
- 7) Inter Houses Competitions and Sports Week at institution level.
- 8) Inter and Intra Regions' Competitions which included Qirat and Naat Competitions, English and Urdu debates and Sports Gala for boys and girls separately.
- 9) 1st All Pakistan Annual Prize Distribution Ceremony was organized at HQ ML&C to pay tribute to the outstanding Principals and shining students.



CB Public Girls High School & College - Walton Cantonment



CB Public Girls High School & College Bahawalpur Cantonment



CB Nowshera



CB Hyderabad



CB Chaklala



CB Walton

Monthly Open House

8.6.11. ML&C Sports Gala

Team Sports can equip employees of the organization with a number of workplace skills including communication, strategy implementation, confidence and sportsman spirit. Keeping this in view ML&C Deptt organized 2nd Intra - Region and Inter - Region sports activities among employees of Cantonment Boards, Military Estate Circles, Regional Directorates and HQ ML&C during FY 2019-20, however, the event was shortened to Intra-Region sports activities only due to Corona Virus Pandemic in March, 2020

GET- SET- PLAY

2nd ML&C SPORTS GALA 2020

INTRA REGION SPORTS COMPETITION
15TH FEB - 5TH MAR



ML&C Regions

Peshawar - Rawalpindi - Lahore - Multan - Karachi - Quetta



Events during 2nd ML&C Sports Gala 2020

8.6.12. Clean & Green Cantonments

It is necessary to maintain fresh air and a pollution free atmosphere as the environment is common for all humans and other living beings. It's a common responsibility of the municipal body as well as residents. To ensure it, Cantonment Boards deploy maximum resources for cleanliness work and also plan multiple awareness campaigns throughout the year to highlight its importance to residents. Moreover, other efforts are regularly being done to mitigate disease like dengue, malaria etc



Clean & Green Cantonment Awareness Campaign in Walton Cantonment



Top View of Nishan-e-Pakistan Park - Clifton Cantonment



Rahat Park - Clifton Cantonment



Presidency Park - Chaklala Cantonment



Improvement of Cavalry Park - Walton Cantonment

8.6.13. Sanitation Services

During this year, multiple Cantonment Boards initiated a Solid Waste Management System which was appreciated by the public in large. Residents were educated about Solid Waste Management to make it a success. Presently, it is operational in major Cantonment Boards.



Desilting of Sewerage Line at Khayaban-e-Shaheen DHA - Clifton Cantonment





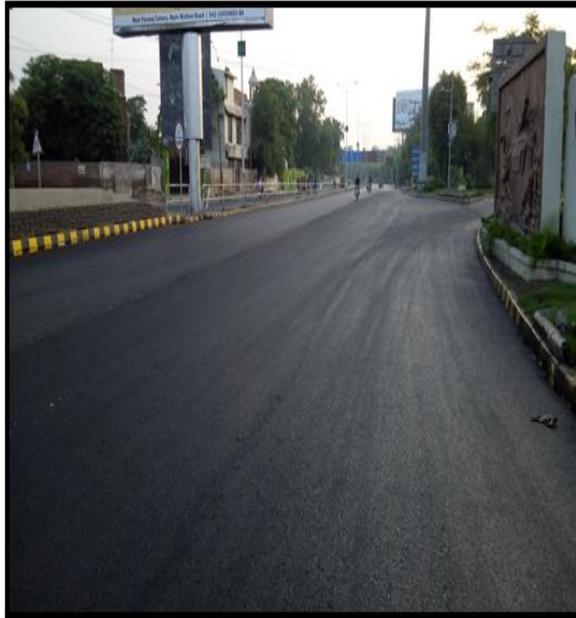
Sanitation Vehicle Fleet, Mechanical Sweeper & Compactor - CBC



Pasting of Flex on Garbage Points - Chaklala Cantonment

8.6.14. Development Works

Cantonment Boards plan development works every year in their budget estimates which are then executed throughout the year as per the availability of funds. These projects include establishment of filtration plants, pcc/ tuff tilling of streets, construction and maintenance of roads, cleaning of nullahs, development of parks etc.



Traffic Engineering - Construction of U-Turn in order to control Traffic Flow by Cantonment Board Walton



Maintenance of Roads - Clifton Cantonment Board

8.6.15. Sewerage System

Sanitation generally refers to the provision of facilities and services for the safe disposal of human urine and feces. This includes the Development, maintenance & Repair of Sewerage System.



Development of Waste Disposal Station at Lahore Cantonment

8.6.16. Water Supply

Cantonment Boards of Pakistan are providing water supply services to the residents of Cantonments with the help of water supply network, Tube Wells, Filtration Plants and underground / overhead water tanks



Tube well at Askari-III - Chaklala Cantonment Board



Water Filtration Plant at Lalkurti - Chaklala Cantonment Board

8.6.17. Lighting



Ch Khaliq uz Zaman Road - Clifton Cantonment

8.6.18. Future Projects

ML&C Deptt is striving hard to improve public service delivery in cantonments and management of Defence Lands. Following initiatives have been undertaken in 2020-21:

S#	Projects	Total Cost (M)
1	Upgradation of Cantt General Hospital Peshawar from 50 to 500 bedded hospital	283
2	Establishment of CBIMS (Cantt Board Institute of Medical Sciences) at Rawalpindi	550

S#	Projects	Total Cost (M)
3	Construction of 500 bedded Cantt General Teaching hospital in Lahore Cantt	1750
4	Establishment of CBIMS (Cantt Board Institute of Medical Sciences) at Lahore	500
5	Establishment of Beach at Clifton Cantt	250
6	Establishment of Beach at Manora Cantt	30
7	Construction of 50 bedded Cantt General Hospital Nowshera	267
8	Upgradation of CB Dispensary to Maternity Home at CB Clifton	100
9	Establishment of CB Hospital / Maternity Center at Sialkot Cantt	49.8
10	Upgradation of High Secondary School at CB Quetta	82

9. Inter Services Organizations (ISOs)

Inter Services organizations are also an integral part of Ministry of Defence and their administrative, budgetary and other related matters are handled in the Defence Division. Official business emanating from each inter Services organization is being separately handled by a particular Wing/Section in the Defence Division. The following are the Inter Services Organizations which fall under the control of Ministry of Defence:-

1. Joint Staff Headquarters (JSHQ).
2. National Defence University (NDU)
3. Directorate General, Inter Services Intelligence (Dte Gen, ISI)
4. Inter Services Public Relations (ISPR)
5. Inter Services Selection Board (ISSB)
6. Director Medical Services (DMS)
