



PAKISTAN WATER OPERATORS PARTNERSHIP

P-WOPs Secretariat, 5th Floor, Shaheen Complex, Egerton Road,
Lahore-Pakistan.

Ph: 042-36376365-68 Fax: 042-36376369

Email: p-wops@unhabitat.org.pk

Web: www.pwops.org.pk

Ref: P-WOPs/01/20

Dated: Lahore the 11th October, 2013

1. **DG (E&M),**
Jinnah Convection Centre, CDA,
Islamabad.
2. **MD KW&SB,**
Block C, 9th Mile Karsaz,
Shahra-e-Faisal, Karachi.
3. **MD NSUSC**
Bungalow No: A-14 Sindhi
Muslim Cooperative Housing
Society, Airport Road, Sukkur.
4. **MD WASA, Lahore**
WASA Head Office,
Zahoor Elahi Road,
Main Market Gulberg, Lahore.
5. **MD WASA Faisalabad**
Jail Road, Faisalabad.
6. **MD WASA Rawalpindi**
WASA HQ Building Liaquat
Bagh Murree Road, Rawalpindi.
7. **MD WASA Gujranwala**
Trust Plaza, G.T Road,
Gujranwala.
8. **MD WASA Multan**
Bagh Langey Khan,
Multan.
9. **MD WASA Quetta**
New Zarghoon Road,
Near Nadra Head Office
Quetta.
10. **DG, PDA Peshawar**
PDA House commercial Complex
Phase-V Hayatabad, Peshawar.

Subject: **Minutes of P-WOPs' SC Meeting held in Rawalpindi**

Please find attached the minutes of subject meeting held on 1st October 2013 in the Conference Room of Rawalpindi WASA office in Rawalpindi.

The minutes are issued with the approval of Chairman, P-WOPs.

With best regards,

(Fida Hussain)

National Coordinator

Attachment: Minutes of Meeting

Copy to:

1. Mr. Shahid Sohail, Chairman P-WOPs Steering Committee, Islamabad.
2. Dr. Nasir Javed, CEO, the Urban Unit, Lahore.
3. Mr. Masroor Ahmad, W&S Specialist, WSP-SA, the World Bank, 20-A Shahrah-e-Jamhuriat, G-5/, Islamabad.
4. Mr. Tauqeer Abassi, Manager Basic Services Unit, Level 5, Serena Business Complex, UN-Habitat Pakistan, Islamabad.
5. All focal persons of member utilities.

Subject: Minutes of P-WOPs Steering Committee held in Rawalpindi

P-WOPs 5th Steering Committee meeting was held in Conference Room of WASA Rawalpindi on October 1, 2013 in Rawalpindi. The meeting was chaired by Mr. Shahid Sohail, the Chairman, P-WOPs and was attended by the participants mentioned in the annexed list. The purpose of meeting was to review the overall performance of P-WOPs and other matters as per the presented agenda. The meeting was hosted by Water and Sanitation Agency Rawalpindi (WASA-R).

Meeting started with the recitation of verses from the Holy Quran. The Chairman during his welcome talks informed that unexpected shift of venue from Peshawar to Rawalpindi was due to the security concerns in Peshawar city. The chair extended his sincere thanks to the Urban Unit, KPK and Peshawar Development Authority for their bid to host meeting and then agreement to change the venue at the last moment. He also expressed his gratitude to the Managing Director WASA-R who accepted P-WOPs call to organize the said meeting on a very short notice. The chair, likewise, complimented and appreciated the members' interest towards achievement of P-WOPs objectives and acknowledged the participants for taking their valued time out to attend the meeting.

At start, the Managing Director WASA-R gave a short presentation on WASA' updates and experience in the service delivery to Rawalpindi city. The following agenda was presented in the meeting wherein the participants vibrantly involved in the items of discussion and worth contributed in making the important decisions:

1. Legal framework and the issue of registration with SECP

The Committee was apprised about the issue of P-WOPs registration with SECP that is the Urban Unit applied for registration but the SECP has objected on the name "Pakistan Water Operators Partnership (P-WOPs)" because of its close resemblance with "Pakistan Water Partnership (PWP)" that already is registered. Also, the Committee was informed that the matter was discussed in Partner's meeting held on 12 Sep 2013 in Islamabad wherein it was decided to put the case before SC. The issue was discussed in detail and Committee was of the opinion that since P-WOPs is now on its track with several achievements including its partnerships with regional and global networks, therefore instead of going back and starting from the zero, efforts must be made to retain the name P-WOPs. After the detailed deliberations, it was decided that:

"the Urban Unit is requested to make an attempt of re-submission of application or appeal to SECP whichever is appropriate. WASA Lahore and P-WOPs will also collaborate if deemed necessary. In case, SECP does not register P-WOPs, then the Urban Unit through its legal expert may also check the possibility of registering with some body or may propose the alternate solution".

2. Progress review/sharing of Partners' meeting decisions with SC

Committee reviewed the overall performance of P-WOPs including the issue of its sustainability and the future targets for 2014. In this regard, Committee was also briefed about the key decisions of partners' meeting held on 12 Sep 2013 in Islamabad. The issue of sustainability and performance improvement of P-WOPs was discussed in detail and it was realized that there is a need to think about and to develop a concrete strategy that

should pave the way to run P-WOPs affairs in line with business plan. The chair showed his displeasure on MDs' absence as most of them deputed their representatives instead of personal participation. The Committee emphasized that the members in person must come forward to think about the sustainability of P-WOPs. The issue of the performance evaluation of National Coordinator (NC) and his future need for 2014 also came under conversations. After an extensive debate, following decisions were taken:

- *In forthcoming SC meetings, MDs who would be unable to attend the meeting, must be taken on board via Skype/video conferencing to ensure their participation that will ease the decision making.*
- *P-WOPs' performance is satisfactory, doing well within the constrained resources and on track. The Committee agreed to continue its activities.*
- *Mr. Shahid Sohail Chairman P-WOPs, Mr. Taugeer Abbasi Manager N-Habitat, Mr. Masroor Ahmad from WSP and Fida Hussain National Coordinator will develop targets for 2014 that will be extracted from the business plan.*
- *The Committee showed its satisfaction over the performance of National Coordinator and decided to retain his services. The Committee also requested UN-Habitat to extend its support to P-WOPs for 2014. UN-Habitat agreed to look into the possibility of the extension of NC's contract for 2014 but did not commit.*
- *It was agreed that the Chairman P-WOPs and UN-Habitat will evaluate the performance of National Coordinator. The evaluation will be made after one year.*

3. P-WOPs Secretariat hosting and election for next Chairman – discussion

The matter of hosting of P-WOPs secretariat was brought into the notice of Committee, as currently the secretariat is being accommodated (since its established in 2011) by Urban Unit as per its commitment that was for 2 years during a national workshop held on 23-25 June 2011 in PC Bhurban. The Committee appreciated the role of Urban Unit and thanked for cooperation and extending its support w.r.t the secretariat placement as well as facilitating various activities under business plan. Committee discussed the topic in detail while considering different options. In this regard, the Committee was also updated about the last meeting with JICA held in Islamabad on 12 Sep 2013 wherein JICA gave positive response regarding support to P-WOPs secretariat. WASA Lahore has already committed to accommodate P-WOPs in the academy building and made provision of P-WOPs secretariat office in the plan/construction drawings. The representative of WASA Lahore told that the progress of project is as per schedule that will be completed (in all respects) by Jan/Feb 2014. KW&SB proposed that if WASA Academy accommodates P-WOPs secretariat, we must sign an agreement with WASA Lahore. After a comprehensive debate, the Committee agreed upon and decided that

“if WASA Lahore and JICA integrate P-WOPs secretariat with their Academy Building Project (after project's completion), the secretariat may be shifted on permanent basis”.

In accordance with the decisions during first SC meeting of P-WOPs, the Chairman was elected for two years i.e. from 2011 to 2013. The matter of elections for the next

chairmanship was submitted to the SC. While showing confidence and appreciating the efforts of Mr. Shaid Sohail, the existing Chairman of P-WOPs;
the Committee unanimously agreed upon and decided to extend his chairmanship for another one year i.e. 2014.


4. Pakistan Urban Forum 2013 in Karachi and possibility of P-WOPs participation

National Coordinator informed that the Urban Unit, Punjab in collaboration with the Govt of Sindh has planned to organize the 2nd Pakistan Urban Forum (PUF) in Dec 2013/Jan 2014 in Karachi. The representative from KW&SB shared that a team/committee headed by ACS, Govt of Sindh has been constituted to work and chalk out the strategy for the said event. Accordingly, consultation meetings are being held but KW&SB has not been involved and updated so far. He further stated that in case KW&SB is involved in the committee for PUF, KW&SB would be willing to involve P-WOPs. The ideas from participants were invited to find way out for P-WOPs active participation in the upcoming forum. Different scenarios were conferred on the subject and it was decided that:

“the SC authorizes KW&SB to represent P-WOPs as its focal utility for PUF meetings/discussions. The KW&SB would ensure coordination with Chairman/NC of P-WOPs and will keep update on PUF. Further, if P-WOPs get allotted a session/slot, the SC will structure a strategy”.

5. Any other Item

The Committee decided to organize the next SC meeting of P-WOPs in Karachi. The KW&SB agreed to host the said meeting.


(Shahid Sohail)
Chairman, P-WOPs

LIST OF PARTICIPANTS

Sr. #	Name	Designation	Organization
1	Mr. Shahid Sohail	Chairman, P-WOPs/ Director General	P-WOPs/ CDA (In Chair)
2	Mr. Raja Shaukat Muhammad	Managing Director	WASA Rawalpindi
3	Mr. Syed Zahid Aziz	Managing Director	WASA Faisalabad
4	Mr. Mohammad Ayoob Sheikh	Chief Engineer, Projects	KW&SB Karachi
5	Mr. Fida Hussain	Secretary/ National Coordinator	P-WOPs Lahore
6	Mr. Sahibzada Abdul Sttar	Director (W&S)	WASA Quetta
7	Mr. Muhammad Ramzan	Assistant Director	WASA Quetta
8	Mr. Faisal Riaz Bhatti	Chief Financial Officer	NSUSC Sukkur
9	Mr. Muhammad Daud	Director (W&S)	PDA Peshawar
10	Mr. Abdul Qadeer Khan	Director (P&D)	WASA Lahore
11	Dr. Tehseen Aslam	Sr. W&S Specialist	Urban Unit Lahore
12	Mr. Tauqeer Ahmad Abbasi	Manager Basic Services	UN-Habitat Islamabad
13	Mr. Mohammad Tauseef	Assistant Director	WASA Gujranwala
14	Mr. Muhammad Nadeem	Assistant Director	WASA Multan
15	Mr. Aziz Ullah Khan	Deputy Director	WASA Rawalpindi