



**MINUTES OF MEETING OF THE 1<sup>st</sup> EXECUTIVE COMMITTEE HELD  
ON SATURDAY 15<sup>th</sup> OCTOBER, 2022 AT PPA CENTRAL OFFICE, ISLAMABAD**

1. The following Executive Committee Members and Special Invitees attended the subject meeting:

- a) Dr. F.M Sabir- Senior PPA Member
- b) Mr. Jan Muhammad Javaid- Member EC
- c) Mr. Hassan Sarosh Akram- Senior PPA Member
- d) Mr.Ch Muhammad Ashraf – Chairman PPA
- e) Mr. Malik Muhammad Sajid Awan- Senior Vice Chairman PPA
- f) Ch .Muhammad Nusrat Tahir- Vice Chairman PPA NR
- g) Mr. Ghulam Muhmmad- Vice Chairman PPA SR
- h) Mr. Muhammad Hussain Ahmed- Member EC
- i) Dr. Zafar ul Islam Siddiqui- Member EC
- j) Mr. Ghulam Khaliq– PPA Member
- k) Dr. Masud Sadiq Chaudhry- Member EC
- l) Mr. Abdul Qayyum - Member EC
- m) Mr. Salman Munir- PPA Member
- n) Mr. Mahmood Ahmed- Member EC
- o) Mr. Allah Bux- Member EC
- p) Mr. Muhammad Javed Aslam- Member EC
- q) Mr. Emad Shakil Siddiqui- Member EC
- r) Mr. Dad Karim- Member EC
- s) Mr. Bilal Mughal- Member EC
- t) Mr. Muhammad Ishaq- Member EC
- u) Mr. Sheikh Shahzad Elahi- Member EC
- v) Miss Aneeqa Khan- Member EC
- w) Mr. Ahmad Bilal-Member EC
- x) Ch. Muhammad Fargham- Member EC
- y) Mr. Aamir Ali- Member EC
- z) Squadron Leader Muzammil Aftab (Retd.) – Secretary General PPA

2. **Agenda 01: Recitation of the Holy Quran.** Staff member PPA recited few verses of Holy Quran to start the 1<sup>ST</sup> Executive Committee meeting on Saturday 15<sup>th</sup> October, 2022.

3. **Agenda 02: Naat and Necrology for all poultry concern.** Staff member PPA recited Durood Shareef for departed souls and recited Naat.

4. **Agenda 03: Welcome address by Chairman.** Mr. Ch Muhammad Ashraf- Chairman PPA welcomed all office Bearers and Executive Committee Members of PPA for managing to come all the way from Karachi, Hyderabad, Faisalabad and Lahore to attend the 1<sup>st</sup> EC Meeting at PPA Central Office Islamabad, he requested all the members including the members attending the meeting through online zoom facility to participate fully to make the meeting a real success for PPA affairs decision making.

5. **Agenda 04: Approval for change and addition of names in members of Audit Committee for internal Audit of three PPA offices, IPEX 2022 and other projects.** Secretary General PPA while explaining the point said that vide this agenda point approval of changes in internal audit committee is required from EC, he highlighted that EC approval is required for replacement of name of Mr. Khaleeque Arshad by Mr. Ahmad Bilal as former has sent letter of excuse for joining the committee by virtue of his health condition and secondly in the said committee Mr. Ghulam Khaliq - PPA Member will represent southern Region as requested by Mr. Salman Munir- PPA Member PPA, Dr. F.M Sabir- Senior PPA Member pointed out that using existing accounting staff at PPA offices standard accounting procedure are required to be used to process the accounting practice that may ensure continuous quality audit, he further said that the checking and approval of each financial transaction be distinctly reflected on hard and soft copies of relevant vouchers and worksheets respectively. Mr. Hassan Sarosh Akram-Senior Member PPA emphasized that a lot of financial disparities were observed in RCCI accounts, once he joined the Chamber as an President same work corrected by following good accounting practicing as narrated by Dr. F.M Sabir. Mr. Amir Ali-Member EC said that the three PPA offices must judiciously deduct advance income tax as if same is not deducting and paid by PPA itself then the party to whom bill is paid will get tax credit at the expense of PPA, so same may be taken care off. Dr. F M Sabir- Senior PPA Member said that PPA is facing Crore of rupees fine at CCP because of lack of ownership in PPA and by not following standard operating procedure of accounting. Mr. Ghulam Khaliq – PPA Member said that I second suggestion of effective internal audit by PPA for this purpose out of the existing staff of PPA the internal audit process may be regulated and same be monitored by internal audit committee already made by the PPA and Central office may be regularly provided monthly income and expenses details by both the Regional offices. Mr. Ch. Muhammad Ashraf- Chairman PPA and Mr. Jan Muhammad Javaid-Member EC concluded the point by saying internal audit be performed as a continuous ongoing process and finally gave approval of following internal audit committees as same is approved by Executive Committee are as follows:

- (a). Mr. Ghulam Khaliq – PPA Member
- (b). Dr. Abdul Karim – Ex Vice Chairman PPA NR
- (c). Dr. F.M Sabir -Senior PPA Member

- (d) Mr. Shahid Raza - Member EC
- (e) Mr. Ahmed Bilal- Member EC

6. **Agenda 05: Clause 7 of Article of Association AOA, not complied with by Regional Offices it narrates "Regional Office will scrutinize the (New/Renewal membership) applications and shall forward (the same) to central office for approval and further issuance of membership certificate by the Executive Committee" EC approval required for compulsory rendering of consolidated certificate to central office for all new/renewal of membership for compliance of all relevant clauses of AOA.** Mr. Muhammad Javed Aslam-Member EC from Southern Region, objected that earlier Central office had already sent objections to PPA members for their in-eligibility as voting members then why now Executive Committee approval is essential. Secretary General PPA explained that earlier scrutiny for eligible voters was done for 296 eligible voters list under the provisions of election related Clause of AOA whereas now Executive Committee approval is required for scrutiny of entire 625 member's record for correctness and for their reconciliation with FBR record. Mr. Ch Muhammad Asraf-Chairman PPA and Jan Muhammad Javaid- Member EC agreed to the proposal of Secretary General they further asked for any reservation of any member of the house. Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman PPA Said that even after scrutiny by the Regional Office under Clause 7 of AOA, the Central office are also to carry out final scrutiny before issuance of membership certificate. Secretary General PPA said that same has already been started after finding so many disparities in the members records during elections 2022. There being no objection from any Executive Committee member. Chairman PPA declared the resolution of scrutiny of membership (new/renewal) as approved as same was proposed by Mr. Jan Muhammad Javaid.

7. **Agenda 06: In continuity to 6<sup>th</sup> EC 2021-22 Meeting, approval for formulation of Committee under Mr. Ghulam Khaliq to see possibilities for outsourcing of IPEX 2023 to VIV or to any other local or foreign company, the report to this effect is to be presented to EC latest by 30<sup>th</sup> November 2022, till then Mr. Ghulam Khaliq is to act as Chief Organizer IPEX 2023.** Mr. Ch. Muhammad Nusrat Tahir-Vice Chairman PPA NR pointed out that IPEX is managed by PPA itself in a befitting manner and outsourcing may not be done. Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman PPA Said that the outsourcing of IPEX may not be considered as an option as same is an activity performed well by Northern Region, as same is being done as a better option by PPA Northern Region office itself. Mr. Malik Muhammad Sajid Awan- Senior Vice Chairman PPA said that IPEX is to be executed by Northern Region office as was being done in past, Chairman PPA Mr. Ch. Muhammad Ashraf said that here it needs to be clarified that IPEX is an entire PPA's activity and whole of the association owns it, it is not the activity of Northern Region only, in the past major

decisions regarding IPEX had been taken by Northern Region in isolation without consulting EC, PPA Chairman and the Central Office, this practice should not be followed in future. At this point, Secretary General PPA Squadron Leader Muzammil Aftab (Retd) referred Clause 20 and other relevant clauses of Article of Association according which it is compulsory to get prior approval of EC for all Expos and for all sort of financial spending of Association other than petty cash and Utility bills. Mr. Sajid Awan-Senior Vice Chairman PPA said if at all the committee for outsourcing of IPEX has to be made then the agenda of the Committee should be to see the possibilities of outsourcing of IPEX also a definite date for submitting report by the committee be given. Mr. Ghulam Khaliq- PPA Member clarified that in 6<sup>th</sup> Executive Committee meeting of 2021-2022 this idea of outsourcing IPEX was floated by me if the study revealed that the outsourcing will be profitable for PPA then we should adopt the outsourcing of IPEX if found not profitable then we should stick to the present process of IPEX. Mr. Choudhary Muhammad Nusrat Tahir-Vice Chairman PPA NR, Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman PPA and Mr. Hassan Sarosh Akram-Senior PPA Member said that in their view the outsourcing of IPEX may not be done however in case of any study to see the possibility of outsourcing at definite date for submission of report by the committee can be done. Dr. F.M Sabir- Senior PPA Member and Mr. Jan Muhammad Javaid-Member EC showed their reservation that instead of giving profit for IPEX outsourcing the out sourced agency may ask for additional money from PPA, Dr. F M Sabir- Senior PPA Member said that generally in outsourcing mechanism the out sourced agencies work on profit sharing without any loss sharing provision, means losses if any are born by the company to whom Expos are out sourced.

8. Ch.Muhammad Fargham-Member EC from Northern Region, Mr. Ch. Muhammad Ashraf Chairman PPA, Dr. F.M Sabir -Senior PPA Member and Mr. Jan Muhammad Javaid-Member EC pointed out that Executive Committee should not take any decision with its implication beyond 30<sup>th</sup> September as was done in case of agenda point 6, this point may be given due consideration by the Executive Committee while taking any decision. Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman PPA said the effect of taxation on outsourcing of IPEX may also be analyzed as same will be deducted as expense out of total revenue of IPEX. Mr. Ch. Muhammad Nusrat Tahir said the taxation effect of outsourcing be compared with existing taxes paid for IPEX. Dr. F M Sabir- Senior PPA Member appraised the house regarding completion of internal audit of IPEX 2022, Secretary General PPA requested the internal audit committee of PPA to provide a copy of Internal Audit pertaining to IPEX-2022 and same has been completed as confirmed.

9. Dr. Zafar ul Islam Siddiqui- Member EC, Mr. Ghulam Khaliq- PPA Member, Mr. Jan Muhammad Javaid- Member EC from south proposed and Mr. Aamir Ali- Member

EC from North seconded that the Committee to see the possibilities of outsourcing of IPEX be made. Mr. Jan Muhammad Javaid- Member EC and Mr. Ch. Muhammad Ashraf Chairman PPA concluded that it is a consensus decision of majority of the EC members that a committee is to be made to see the possibilities of out sourcing of IPEX and study be carried out. Dr. F.M Sabir- Senior PPA Member and Dr. Zafar ul Islam Siddiqui- Member EC seconded the proposal and said there is no harm in getting the study done for out sourcing of IPEX. Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman PPA pointed out that the committee should have a representation of North Region. Chairman PPA decided that the committee to study the possibilities for IPEX outsourcing would be comprised of the following PPA Members:

- (a) Mr. Ghulam Khaliq- PPA Member
- (b) Mr. Ch. Muhammad Nusrat Tahir- Vice Chairman PPA NR
- (c) Dr. Zafar ul Islam Siddiqui- Member EC
- (d) Mr. Aamir Ali- Member EC

10. **Agenda 07: Regional offices are to stick to Clause 20 "The Regional Offices shall function under guidelines of the Central Office" and 33. (i) "The Chairman of the Association shall be the head of the entire organization including three Regional Offices and sub offices (if any) etc.", recent insistence of negation of Chairman orders by Northern Region Office for Annual Increment, needs EC attention.** Secretary General PPA explained to the PPA Executive Committee about the details for this agenda point which is regarding negation of Chairman PPA orders by Northern Region Office in the recent past. Mr. Jan Muhammad Javaid - Member EC said that the orders of Chairman PPA are essentially required to be complied with by all offices of PPA. Dr. F.M Sabir - Senior PPA Member showed his reservations on the way the annual increment request was forwarded with the signs of Chairman PPA, Secretary General PPA assured that this will be taken care off in future. Secretary General PPA further explained the context of agenda point No 7 where by direct order of the Dr. Rana Sajjad Arshad – Ex Chairman PPA were negated. Dr. F.M Sabir - Senior PPA Member assured the house that there is less possibility of such incidence happening, and further said that he will ascertain the same by checking the play role record of Northern Region Office for the month of July, August, September 2022 and in case any such irregularity is found the remedial measure will be taken and it will be ensured that no such incident of negation of Chairman PPA written order takes place in future.

11. **Agenda 08: Clause 35 of AOA says that SG shall have charge of all correspondence and shall cause to keep and maintain proper accounts of all the income and expenditure of the Association. Clause 36 of AOA says "Accountant** ?

of SG shall also receive quarterly or six monthly reports from Regional Offices on their respective financial positions, as also yearly Balance Sheets from the Regions duly audited; noncompliance of Northern Region office needs EC attention. Secretary General PPA explained that despite plenty of correspondence between December 2021 till today by PPA Chairman and Central Office with Northern Region Office for providing their monthly income and expenditure details as per the format of policy letter issued by PPA /Central/Policy-13055-13056 21th February, 2022 by the central office, PPA Northern Region Office had failed to provide above data which is clear noncompliance of Clause 35 and 36 of Article of Association. Mr. Ch. Muhammad Ashraf-Chairman PPA, Dr. F.M Sabir- Senior PPA Member, and Mr. Jan Muhammad Javaid- Member EC emphasized that central office be provided the monthly incomes and expenditures data by both the regional offices. Secretary General PPA replied that incomes and expenditures data is provided by Southern Region office and same is not provided by Northern Region Office. Mr. Ch. Muhammad Nusrat Tahir-Vice Chairman North assured the house that monthly incomes and expenditures data will regularly be provided by Northern Region Office to Central Office for now onward.

**12. Agenda 09: Formulation of Standing Committee to review, forward and get approval of Changes to AOA from DGTO, focus is to align all clauses of AOA with Trade Organizations Act and Rules 2013.** Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman, Mr. Ch. Muhammad Nusrat Tahir -Vice Chairman NR and Dr. Masud Sadiq Chaudhry-Member EC emphasized that amendments to revive Zonal/Regional Chairman Setup in Article of Association of PPA be forwarded to Directorate General of Trade Organizations office by Central Office. Dr. Masud Sadiq Chaudhry - Member EC further explained that the above said amendments are pending only because in the recent past the Chairman PPA and Secretary General PPA did not forward the amendments to DGTO office for revival of Zonal/Regional Chairman Setups at to Regional offices. Secretary General PPA explained that regarding above amendments. Dr. Rana Sajjad Arshad- Ex- Chairman PPA, Secretary General PPA along with other Executive Committee members personally visited Director General of Trade Organization at the DGTO Office Islamabad in first quarter of 2022, DGTO clarified to PPA delegation that their request for revival of Zonal/Regional Setup have no provision in Trade Organizations Act and Rule 2013 so these change cannot be done and same should not be forwarded by PPA. Secretary General PPA further explained that Zonal/Regional Chairman setups earlier did exist in Article of Association of PPA but these were reversed by DGTO because there is no provision in Trade Organizations (T O) Act and Rules 2013, for Zonal / Regional Chairman Setups. Secretary General PPA further appraised the house that a comparative study of Article of Association of PPA and Trade Organizations Act and Rules 2013, was carried out during the tenure of Dr. Rana Sajjad Arshad-Ex Chairman PPA, this study showed that AOA has number of

inconsistencies with Trade Organizations Act and Rules 2013. The study had suggested amendments to be studied and deliberated by Executive Committee (EC) of PPA for subsequently forwarding it to DGTO office for the final approval. Secretary General PPA further said the committee of EC Members is requested to be formulated to finalize the above draft amendments to bring Article of Association of PPA in conformity with T O Act and Rules 2013. Mr. Ch Muhammad Ashraf-Chairman PPA, Mr. Jan Muhammad Javaid-Member EC, Dr. F.M Sabir- Senior PPA Member and other EC members agreed to the proposal and further said the later the EC Members committee for this task will be made.

13. **Agenda 10: Formulation of Committee to continuously review, monitor, coordinate with Committee for internal Audit formulated under recommendations of 6<sup>th</sup> EC 2021-22 meeting.** Secretary General PPA requested the Executive Committee for formulation of committee to continuously carry out internal audit during year 2022-2023 and to further review monitor and co-ordinate with internal audit committee performing audit for year 2021-22. Mr. Ch Muhammad Ashraf-Chairman PPA proposed the existing internal audit committee should continue for the audit mentioned above. Mr. Jan Muhammad Javaid- Member EC seconded the proposal, there being no disagreement to the proposal it was unanimously approved by Executive Committee.

14. **Agenda 11: Formulation of Following Standing Committees subject to approval of EC: (a) Consumer Education Board, (b) Production Enhancement, (c) Broilers Wing Liaison, (d) Layer Wing Liaison, (e) Government Liaison, (f) Finance, (g) Feed Mills Liaison, (h) Export, (i) National Disease Control, (j) Press and Information, (k) Pharmaceuticals, (l) Membership Drive, (m) Imports, (n) Exports (Afghanistan) and KPK Affairs, (o) Internal Audit Committee for audit pertaining to 2022-2023, (p) Legal Affairs, (q) Academia Industry Liaison.** Mr. Ch Muhammad Ashraf-Chairman PPA in consultation with Mr. Malik Muhammad Sajid Awan-Senior Vice Chairman PPA, Ch. Muhammad Nusrat Tahir-Vice Chairman NR, Mr. Ghulam Muhammad Vice Chairman SR, Dr. F.M Sabir, Mr. Jan Muhammad Javaid-Member EC and other EC members of PPA after lot of deliberations and discussion with an aim to bring positive change in affairs of PPA have finalized standing committees for the year 2022-23 the list of same is attached as Appendix to these minutes of meeting.

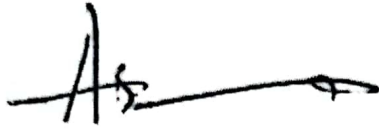
15. **Agenda 12: Any other point with prior permission of chairman.** Mr. Hassan Sarosh Akram- Senior member PPA after getting permission from Chairman PPA for discussing his point, said that firstly I acknowledge that 1<sup>st</sup> Executive Committee meeting was very successful as all issues of PPA have been discussed and decisions to the agenda points and purposed problems have been made with consent of all the executive committee members, the overwhelming attendance of EC members is

appreciable. He further said that Central Office should place name plates for the office Bearers in the meeting room. Secretary General PPA assured that the same will be implemented in all future meetings Insha Allah. Mr. Hassan Sarosh Akram- Senior member PPA further said Executive Committee meeting may be arranged on monthly basis so that progress may be looked in to, he further said in future EC members and all audiences of PPA must seek permission of Chairman PPA before giving his/her views/suggestions. Mr. Hassan Sarosh Akram- Senior member PPA said that distribution of shields during Expo be made for some achievement /task completion/accomplishment so that it is awarded as a recognition of the task performed, he said that during IPEX 2022, I was given shield for no reason as I did not share any responsibility in IPEX 2022, same may be the case for some other awardees of shields as well. Mr. Muhammad Fargham- Member EC from North after due permission from Chairman PPA said that the standing Committee for export to Afghanistan also be made. Mr. Ch Muhammad Ashraf-Chairman PPA said that in the suggested standing committees a Standing Committee for export has already been made same will also look after the export to Afghanistan. Mr. Jan Muhammad Javaid- Member EC seconded the Chairman PPA proposal. Mr. Raja Attique-Ur-Rehman Abbasi-Ex Vice Chairman North after getting permission from Chairman PPA said that Chief Organizer IPEX obliges his near and dear and this practice of nepotism be stopped forth with. He further said the people have given feedback after IPEX 2022 that the stall's rates for IPEX were extremely expensive. It is suggested that the committee already formulated for IPEX must also look into for the rationalization of IPEX stalls/ booths. He finally said during the IPEX 2022, Northern Region office almost ignored Central and Southern Regional Offices for media coverage, these two offices must also be given due share for media exposure. Chairman PPA said that these highlighted points will be given due consideration.

16. Mr. Salman Munir- PPA Member although discussed the points mentioned in subsequent paragraph in start of 1<sup>st</sup> EC meeting but these have been included as any other points as these points were not part of agenda after getting permission from Chairman PPA, Mr. Salman Munir- PPA Member said there is some miscommunication in Minutes of 6<sup>th</sup> EC meeting that was held on 15 September 2022, at PPA Northern Region Office Lahore, in point No 6 of above said minutes of meeting " a limit of maximum two times acting as Chief Organizer IPEX may be imposed" mentioned by my name, actually it was purposed by Dr. Rana Sajjad Arshad Ex-Chairman PPA, I just commented on it, it was required to be brought on record for correction. On Page No 4, point no 8 discussion on payment, in last three lines Rana Sajjad Arshad-Ex-Chairman PPA Said that Central Office will pay pending payments of south and no payment of media will be entertained. This is not correct actually Rana Sajjad Arshad-Ex-Chairman PPA agreed in meeting on payment of media. In October Rana Sajjad Arshad Ex-



Chairman PPA gave task to Southern Region Office and accordingly the contract was signed on 1<sup>st</sup> November, 2021. Dr. Rana Sajjad Arshad-Ex-Chairman PPA in April 2022, on a phone call discussed with me about his reservations Media Contract and issues of funds and ordered to discontinue, so we discontinued the contract with the company named Checkmate on two months' notice. Rana Sajjad Arshad-Ex-Chairman PPA was agreed to pay expense of media till discontinuation of contract with the company. Mr. Salman Munir- PPA Member requested for another correction and in minutes of above referred meeting and he said that on last page discussion on approval of salary increment, it said EC approved increment and forwarded to HR committee, actually it was approved by HR committee not by EC since I was also one of the member of HR Committee, these corrections are brought on record for correction.



Mr. Ch. Muhammad Ashraf  
Chairman Pakistan Poultry Association