



GOVERNMENT OF PAKISTAN
MINISTRY OF INDUSTRIES AND PRODUCTION
PAKISTAN INDUSTRIAL TECHNICAL ASSISTANCE CENTRE LAHORE



MINUTES OF 78th MEETING OF PITAC GOVERNING BODY (GB)
HELD ON 12th JULY, 2025 IN PITAC, LAHORE

The 78th session of the PITAC Governing Body (GB) was convened on July 12, 2025, presided over by Mr. Muhammad Asad Islam Mahni, Additional Secretary-I of the Ministry of Industries & Production (MoIP), at the Committee Room of PITAC, Lahore. The list of attendees is appended as Annex-I.

2. The session commenced with a recitation from the Holy Quran, invoking blessings. The Chairman welcomed all the members and then initiated discussions on the outlined agenda items, inviting input and insights from the attendees.

ITEM No.1 TO APPRISE THE GOVERNING BODY REGARDING IMPLEMENTATION/ PROGRESS OF THE ACTIONABLE DECISIONS/DIRECTIONS MADE IN ITS 77th MEETING HELD ON 31-05-2025.

1. The progress/status of the actionable decisions/directions of the Governing Body made in its 77th meeting held on 31-05-2025 were presented to the Governing Body.

2. After detailed discussions/deliberations on various items, the following decisions/directions were made by the Governing Body;

3. Decisions

- i. To start more technologies as per the requirements of the private sector/industrialist.
- ii. To fix the timeline to start mechatronics technology to benefit the industrialist, as it is a good initiative, and Chairman GB agreed to facilitate the PITAC for necessary grant for the establishment/upgradation of lab, equipment and infrastructure for the program (if required).
- iii. To consult the Legal Advisor of MoIP for the review and improvement of Draft Service Rules of PITAC.

ITEM No.2 TO APPRISE THE GOVERNING BODY BY PRESENTATION REGARDING UPGRADATION OF PITAC THROUGH PROPOSED PROJECT I.E. REVAMPING AND MODERNIZATION OF WORKSHOPS FACILITIES AT PITAC

1. The Director (Operation & Works) gave the presentation regarding upgradation of PITAC through proposed project i.e. Revamping and Modernization of Workshop Facilities. He informed the Governing Body that the DDWP has approved the project worth Rs:624.856 Million (minutes of the said meeting awaited), whereas funds has not been allocated in CFY.

2. The Governing Body showed satisfaction with the proposed project.

ITEM No.3 TO APPRISE AND SEEK APPROVAL OF THE GOVERNING BODY REGARDING ACTUAL EXPENDITURE FOR THE FY 2023-2024, REVISED BUDGET ESTIMATES FOR THE FY 2024-2025 AND BUDGET ESTIMATES FOR FY 2025-2026.

A. ACTUAL EXPENDITURE DETAILS FOR THE FINANCIAL YEAR: 2023-24.

1. The Dy. Director (Accounts) presented the Actual Expenditure for the FY 2023-2024 for approval of the Governing Body, as detailed below;

Budget Head	Revised Estimate 2023-24	Sanctioned + Additional Funds Final Budget 2023-24	Actual Expenditure 2023-24
	Rs. In Millions		
A. Employee Related Expenses (ERE) Pay & Allowances	380.392	308.643	308.643
B. Employee Retirement Benefits (ERB) Pension	216.445	185.000	185.000
C. Non-Employee Related Expenses (Non-ERE) Operating Expenses	27.000	27.000	27.000
I) Total Grant-in-Aid (A+B+C)	623.837	520.643	520.643
II) Self-Generated Revenue (SGR)	60.000	39.561	39.561
Total Budget (I+II)	683.837	560.204	560.204

2. Decisions

After detailed discussions/deliberations, the Governing Body approved the total actual expenditure of Rs.560.204 Million from the allocated budget of FY 2023-24 along with additional funds allocated by the Ministry.

B. REVISED BUDGET ESTIMATES FOR THE FINANCIAL YEAR: 2024-2025 ALONG WITH ADDITIONAL FUNDS REQUIRED AGAINST BUDGET SHORTFALL.

3. The Dy. Director (Accounts) presented the Revised Budget Estimates and Actual Expenditure for the FY 2024-2025 for approval of the Governing Body, as detailed below;

Budget Head	Revised Budget 2024-25 (Including last year pending liabilities 2023-24)	Sanctioned + Additional Funds Final Budget 2024-25	Actual Expenditure 2024-25	Total Remaining Shortfall
	1	2	3	4 (1-2)
Rs. In Million				
1. Employee Related Expenses (ERE) Pay & Allowances	391.112	337.112	337.112	54.000
2. Employee Retirement Benefits (ERB) Pension	267.641	267.641	267.641*	0
3. Non-Employee Related Expenses (Non-ERE) Operating Expenses	27.000	5.675	5.675	0
I) Total Grant-in-Aid	685.753	610.428	610.428	54.000
II) Self-Generated Revenue (SGR) Targeted	50.000	52.936	47.590	Nil
Total Budget (I+II)	735.753	663.364	658.018	54.000

4. Decision

After detailed discussions/deliberations, the Governing Body made the following decisions;

- i. A meeting is required to be convened between PITAC & Ministry representatives to discuss the applicability of the Pension Scheme and House Rent Allowance @ 55% to the employees of PITAC to settle these issues, within 02 weeks.
- ii. Approved the Revised Budget Estimates and actual expenditure for the FY 2024-25 excluding the shortfall amount (Col#4) i.e. additional funds required for Rs.54.000 Million from MoIP to clear the liability against essential expenditure of Pay & Allowances (HRA i.e. 54 M for FY 2023-24 & 2024-25). The *ERB's expenditure may also be reviewed subject to the outcome of the meeting to be convened in MoIP.

C- BUDGET ESTIMATES FOR THE FINANCIAL YEAR: 2025-26.

5. The Dy. Director (Accounts) presented the Budget Estimates for the FY 2025-2026 for approval of the Governing Body, as detailed below;

Budget Head	Revised Budget 2024-25 (Including Pending Liabilities (2023-24))	Budget Estimates 2025-26 (Including Pending Liabilities (2024-25))	Increase / (Decrease)
	Rs. In Million		
A. Employee Related Expenses (ERE) Pay & Allowances	391.112	407.006	15.894
B. Employee Retirement Benefits (ERB) Pension	267.641	270.433	2.792
C. Non-Employee Related Expenses (Non-ERE) Operating Expenses	27.000	29.000	2.000
I- Total Grant-in-Aid (A+B+C)	685.753	706.439	20.686
II- Self-Generated Revenue (SGR) Targeted	50.000	60.000	10.000
Total Budget	735.753	766.439	30.686

6. Decisions

- i. After detailed discussions/deliberations, the Governing Body approved the "Budget Estimates" for the FY 2025-26, excluding expenditure on Pension and HRA.
- ii. Self-Generated Revenue (SGR) shall be discussed in detail during the next meeting of GB.

ITEM No.4 **TO APPRISE AND SEEK APPROVAL OF THE GOVERNING BODY REGARDING THE EV CHARGING STATION TO BE ESTABLISHED IN PITAC UNDER PPP MODE.**

1. Decision

After detailed discussions/deliberations, the Governing Body approved the establishment of an EV Charging Station at PITAC Headquarters on DBFOT model through PPP mode, and allow PITAC to proceed with the selection of a private partner via the published Expression of Interest and subsequent RFP process, in accordance with PPRA Rules 2004.

ITEM No.5 **TO APPRISE AND SEEK APPROVAL OF THE GOVERNING BODY TO GIVE YANAN DIESEL GENERATOR SET (313 KVA) ON RENT BASIS IN THE MARKET.**

1. Decisions

After detailed discussions/deliberations, the Governing Body principally agreed to the renting out of the Yanan diesel generator set (313 kVA). However, the following directions were made regarding the revision of the business model of the asset;

- i. The security amount must be 50% of the value of the asset i.e. Generator.
- ii. The model to rent out the asset be revised keeping in view the operation & maintenance (O&M), depreciation, and other relevant factors and submit the same in the next meeting of GB.

ITEM No.6 **TO APPRISE AND SEEK APPROVAL OF THE GOVERNING BODY TO ENHANCE THE RATE OF REMUNERATION OF MEETING PARTICIPATION ALLOWANCE, BOARDING LODGING CHARGES & TRAVELLING ALLOWANCE TO BE PAID TO MEMBERS OF GB/EC, SELECTION & OTHER MEETING AND PARTICIPANTS.**

1. Decision

After detailed discussions/deliberations, the Governing Body approved the revision/enhancement in the rates of remuneration with immediate effect, as detailed below;

Description	Rates Approved
Travelling Allowance	
Air Fare	At Actual
Road Travel	Mileage Allowance @ Rs.15/Km, or as notified/revised by the Finance Division from time to time. The Highway toll tax will also be reimbursed, at actual, on the production of original receipt.
Meeting Participation Allowance	
Members of Governing Body/Executive Committee	Rs.30,000/- per meeting
Participants/Special Invitees for Governing Body/Executive Committee and Member/Participants of Selection Committee and other Committees	Rs.15,000/- per meeting
Boarding/Lodging Charges	
Members/Participants/ Special Invitees for Governing Body/Executive Committee/ Selection Committee and other Committees	Rs.15,000/- per night or actual in 3-star hotel

ITEM No.7 **TO APPRISE AND SEEK APPROVAL OF THE GOVERNING BODY REGARDING:**

A. GRANT OF DISPARITY REDUCTION ALLOWANCE-2025 TO ALL EMPLOYEES OF PITAC.

1. Decisions

After detailed discussions/deliberations, the Governing Body approved the implementation of FD's O.M. # 14(2)R-3/2025, dated:04-07-2025 regarding "Disparity Reduction Allowance (DRA)" @ 30% of Basic Pay as on 30-06-2022 to all employees of PITAC, subject to the availability of funds.

B. GRANT OF ADHOC RELIEF ALLOWANCE-2025 @ 10% TO ALL EMPLOYEES OF PITAC.

2. Decision

After detailed discussions/deliberations, the Governing Body approved the implementation of FD's O.M. # F.1(1)IMP/2025, dated:04-07-2025 regarding "Adhoc Relief Allowance-2025" @ 10% of Running Basic Pay to all employees of PITAC, subject to the availability of funds.

C. GRANT OF INCREASE IN PENSION TO PENSIONERS OF PITAC.

3. Decision

After detailed discussions/deliberations, the Governing Body postponed it till the outcome of the meeting to be convened between the representatives of PITAC and the Ministry regarding applicability of Pension Scheme in PITAC.

D. ADOPTION/IMPLEMENTATION OF THE BASIC PAY SCALE'S BENEFITS FOR THE EMPLOYEES (BS-1 TO 16) OF PITAC AS ANNOUNCED BY GOP.

4. Decision

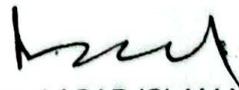
After detailed discussions/deliberations, the Governing Body ratified the decision of the Executive Committee made in its 74th meeting held on 20-03-2025 on the subject matter and approved the adoption/implementation of the FD's O.M. # 1(3) R-I/2010/2014, dated:10-09-2014, Finance Division's O.M. # F.9(7) R-I/2014-233/2022, dated:28-05-2022 and Finance Division's O.M. # 9(7)R-I/2014-62/2023, dated:14-02-2023, regarding the Grant of BS-17 to the superintendents, policy for grant of time scale to all employees of PITAC (BS-1 to BS-16) and special dispensation to all employees of PITAC (BS-1 to BS-16) respectively, subject to the concurrence of Finance Division.

ITEM No.8. **ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIRMAN.**

- Nothing was discussed under this item.

The meeting ended with a vote of thanks.

(Ms. Fareeha Ali Randhawa)
Director General, PITAC
Member/Secretary GB


(Muhammad ASAD ISLAM MAHNI)
Additional Secretary – I, MoI&P
Chairman GB

LIST OF PARTICIPANTS OF THE 77TH MEETING OF THE GOVERNING BODY OF PITAC

Sr.#	NAME, DESIGNATION	Status
1	Mr. Muhammad Asad Islam Mahni, Additional Secretary-I, I&P	Chairman
2	Ms. Fareeha Ali Randhawa, Director General, PITAC,	Member/ Secretary
3	Sheikh Mehboob Ashraf, Representative FPCCI	Member

ON LINE AT ZOOM LINK

1	Ms, Nosheen Malik, Director General (Industries, Prices, Weight & Measures) Punjab	Member
2	Mr. Iftikhar Alam, Director General (Industries & Commerce) - KPK	Member
3	Mr. Shahid Ali, Director (Industries, Labour & Commerce), Gilgit-Baltistan	Member
4	Mr. Mushtaq Ahmad Sheikh, Director (Industries) – Sindh	Member
5	Mr. Muhammad Iqbal Sarparah, Director (Industries & Commerce) on behalf of DG (I&C) – Balochistan – Member GB	Participant
6	Mr. Muhammad Salman Yousafi Dy. Secretary- Expenditure, I&P on behalf of Joint Secretary (Exp) I&P – Member GB	Participant

