



**Sindh Technical Education &  
Vocational Training Authority  
(STEVTA)**

**WORKING PAPER**

**4<sup>TH</sup> MEETING OF STEVTA BOARD**

**8<sup>th</sup> August, 2009.**

Employment through Skill

## Sindh Technical Education & Vocational Training Authority (STEVTA)

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### Agenda for 4<sup>th</sup> Meeting of STEVTA Board

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# 1. Opening / Introduction

## 1.1 Welcome remarks by Chairman, STEVTA.

## 1.2 Introduction of Board Members.

## 1.3 Review & Approval of Minutes of 3<sup>rd</sup> Meeting of STEVTA Board:

The 3<sup>rd</sup> Meeting of Board of Directors of STEVTA was held on 14<sup>th</sup> March, 2009 at 11: 00 am in the Office of Sindh Technical Education & Vocational Training Authority (STEVTA), State Life Building No. 3, 3<sup>rd</sup> Floor, Karachi. Air Marshal (Retd.) Riazuddin Shaikh, Chairman STEVTA, presided the meeting.

S. No.	Name / Designation	S. No.	Name / Designation
1	Air Marshal (Retd.) Riazuddin Shaikh (In Chair)	9	Mr. Khalil Ahmed Memon Director Technical Education
2	Mr. Nazar Hussain Mahar ACS (Development).	10	Mr. Karim Bakhsh Siddiqui Director Labour Department
3	Mr. Alam Din Bullo Secretary (Labour)	11	Mr. Aslam Ghauri Director NAVTEC
4	Mr. Shahzado Shaikh Member	12	Mrs. Mariam Ibrahim Dy. Director Social Welfare Deptt:
5	Mr. Tahir Jawed, GM HR Engro Chemicals – Member	13	Mr. Sayyam Hussain Co-opted Member
6	Dr. Nazim Qureshi DG/Dean, NED University	14	Mr. Imdad Ali Nizamani Co-opted Member
7	Dr. Islam Hamid Shaikh Member	15	Mr. Iqbal Chishti Co-opted Member
8	Mr. Muhammad Ramzan Awan Additional Secretary (Education)	16	Engr. Raja Ghulam Hussain Consultant

After the recitation from Holy Quran, Chairman welcomed participants and briefed them about agenda of meeting. After detailed discussions, following decisions were made:

S. No.	Agenda Items	Board Decisions
01.	<b>Item No. 3</b> Review and confirmation of the minutes of last meeting held on 31 <sup>st</sup> January 2009.	The minutes of the last meeting were reviewed and confirmed. Regarding the proposed amendment in the minutes of 2 <sup>nd</sup> meeting under Agenda Item No. 4, about package of Head Quarter allowance, the Board decided to constitute a committee comprising of Mr. Shahzado Shaikh, Dr. Islam Hameed, Mr. Tahir Jawed and Mr. Iqbal Chishti to propose an attractive package of allowances for the deputationists, and will submit its recommendations by 25 <sup>th</sup> March, 2009.
02.	<b>Item No. 4</b> Cabinet decision about STEVTA & presentation of Sindh Ordinance No. XVII of 2007 & suggested amendments.	The Board decided to constitute a Committee comprising of Mr. Shahzado Shaikh, Mr. Abdul Wahid Uquaily and Mr. Karim Bux Siddiqui to propose necessary amendments in STEVTA Ordinance No. XVII of 2007 and submit its recommendations by 25 <sup>th</sup> March, 2009.

03	<b>Item No. 5</b> Presentation by Directors, Technical Education, Labour & Manpower and Social Welfare Departments regarding their organizations.	Three Directors presented the existing setup of their Directorates and their sanctioned & working strength, budget and enrolment capacity. They were advised to identify the core group that would work with STEVTA Head Quarter, while the Directorates would continue to function in their present locations for time being.												
04	<b>Item No. 6.A</b> Organogram and interim setup of STEVTA Head Office & 05 Regional Offices at Karachi, Hyderabad, Mirpurkhas, Sukkur and Larkana. (Phase-I, Phase-II & Phase-III)	The Board approved the Organogram and interim setup of STEVTA Head Office. It was also decided to add one more Director of Works & Services along with two Deputy / Assistant Directors in the Organogram to carry forward execution / repair of civil works, procurement and assets management of the Authority.												
05	<b>Item No. 6.B</b> Budget 2008-09 of current financial year	The Board approved the budget for current financial year for Rs. 200.00 Million.												
06	<b>Item No. 6.C</b> Chairman's Honoraria and Perquisites	The Board decided to refer the issue to the Committee constituted under Agenda Item No. 3 to propose the Honoraria and Perquisites of the Chairman and submit its recommendations by 25 <sup>th</sup> March 2009.												
07	<b>Item No. 6.D</b> Annual Development Schemes 2008-09, under block allocation of Rs.560 (M) $\pm$ 15%	The Board approved all six development schemes for execution under ADP 2008-09 allocations of Rs. 612.951 Million. <table border="1" data-bbox="842 1077 1423 1485"> <tr> <td>i.</td> <td>Rehabilitation of GCT Hyderabad <b>(Rs. 121.893 M)</b></td> </tr> <tr> <td>ii.</td> <td>Rehabilitation of existing lab facilities of GCT Khairpur <b>(Rs. 160.722 M)</b></td> </tr> <tr> <td>iii.</td> <td>Head Quarters STEVTA <b>(Rs. 104.064 M)</b></td> </tr> <tr> <td>iv.</td> <td>Polytechnic at Bin Qasim Town <b>(Rs. 121.890 M)</b></td> </tr> <tr> <td>v.</td> <td>Vocational Inst. At Bin Qasim Town <b>(Rs. 34.111 M)</b></td> </tr> <tr> <td>vi.</td> <td>Petroleum Tech. Training Inst. Khairpur <b>(Rs.69.042 M)</b></td> </tr> </table>	i.	Rehabilitation of GCT Hyderabad <b>(Rs. 121.893 M)</b>	ii.	Rehabilitation of existing lab facilities of GCT Khairpur <b>(Rs. 160.722 M)</b>	iii.	Head Quarters STEVTA <b>(Rs. 104.064 M)</b>	iv.	Polytechnic at Bin Qasim Town <b>(Rs. 121.890 M)</b>	v.	Vocational Inst. At Bin Qasim Town <b>(Rs. 34.111 M)</b>	vi.	Petroleum Tech. Training Inst. Khairpur <b>(Rs.69.042 M)</b>
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08	<p><b>Item No. 7</b> (Any other item with the permission of Chairman)</p> <p><b>7.i Proposed Budget Estimates for 2009-10 (ADP).</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;"><i>Rupees in Million</i></th> </tr> </thead> <tbody> <tr> <td>Rehab. and up gradation of the existing TEVT Inst.</td> <td style="text-align: center;">600</td> </tr> <tr> <td>Up gradation of existing GMLs to GPLs in new Districts.</td> <td style="text-align: center;">700</td> </tr> <tr> <td>Budget of ongoing schemes 17 + 6 = 29</td> <td style="text-align: center;">1000</td> </tr> <tr> <td style="text-align: right;"><b>Total Rs.</b></td> <td style="text-align: center;"><b>2300</b></td> </tr> <tr> <td colspan="2"><b>Budget Estimates 2009-10 (Non-Development)</b></td> </tr> <tr> <td>Functionalization of STEVTA</td> <td style="text-align: center;">600</td> </tr> <tr> <td>Regular Budget of TEVT Inst. &amp; offices of Tech. Education, Labor and Social Welfare.</td> <td style="text-align: center;">1500</td> </tr> <tr> <td style="text-align: right;"><b>Total Rs.</b></td> <td style="text-align: center;"><b>2100</b></td> </tr> </tbody> </table> <p><b>7.ii Public Private Partnership.</b> The Chairman requested all Board Members to identify Private Partners that would be willing to take over management of some of the Technical Training Centres / Schools, preferably those should be industry based grouping.</p>	<i>Rupees in Million</i>		Rehab. and up gradation of the existing TEVT Inst.	600	Up gradation of existing GMLs to GPLs in new Districts.	700	Budget of ongoing schemes 17 + 6 = 29	1000	<b>Total Rs.</b>	<b>2300</b>	<b>Budget Estimates 2009-10 (Non-Development)</b>		Functionalization of STEVTA	600	Regular Budget of TEVT Inst. & offices of Tech. Education, Labor and Social Welfare.	1500	<b>Total Rs.</b>	<b>2100</b>	<p>The Board approved the budget estimates for next financial year, Rs. 2300.0 (M) under ADP and Rs. 2100.0 (M) under Non Development, to be submitted to the Finance Department Government of Sindh for allocation of funds to the Authority for its smooth functioning.</p> <p>All Board Members are to give their recommendations in the next meeting.</p>
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## **2. Information – Progress / Activity Report**

### **2.1 Transfer of Administrative Control:**

The Government of Sindh vide Notification No. SO(C-IV)SGA&CD/4-5/2007, dated April 24<sup>th</sup> 2009, has transferred the administrative control of all Technical Education and Vocational Training Colleges, Institutes, Schools and Centres working under Education, Labour and Social Welfare Departments and the District Governments along with all assets (moveable, immovable) including human resources and their administrative offices to Sindh Technical Education & Vocational Training Authority (STEVTA).

In pursuance of this Notification the Authority has taken over the Administrative Control of all TEVT institutions w.e.f 24<sup>th</sup> April 2009.

Therefore, as per Services, General Administration & Coordination Department's Notification No. SOI(SGA&CD)2/1/2009/E.82 dated 01-07-2009 the administrative departments will continue to exercise administrative powers in respect of TEVT employees till framing of Rules by STEVTA. However, such powers will be exercised with the concurrence of the Authority.

### **2.2 Update on Baseline Survey:**

The baseline survey was conducted by the consultant, STEVTA in respect of various TEVT institutions.

The broad outcomes of the survey are as under:

- Institutions are running under-capacity, with 50% enrollment
- Some of the institutions are non-functional
- Condition of the buildings of the institutions is poor
- The institutions are functioning with 50% staff
- Ineffective and outdated Syllabus & Curriculum
- No linkage with industry

### **2.3 Visit of German Expert:**

Through an understanding reached with Senior Experten Services (SES) of Germany, Mr. Franz Josef Meyer Consultant, visited Pakistan and conducted a comprehensive survey of TEVT institutions between 25<sup>th</sup> May and 13<sup>th</sup> June 2009.

The brief findings of the German Expert regarding our TEVT institutions and proposed changes are as under:

- Some of the Institutions are very well functioning (especially women institutions), however, the remaining are in a very poor state due to continued lack of investment in infrastructure repair and maintenance.
- Most of the buildings are very big with relatively less training areas.
- Most Institutes lack major resource i.e. teaching faculty. The teaching faculty wherever available is not properly trained in teaching methodologies and exposure to industries.

- The tenure of principals / heads of institutions is not secured. There are frequent changes which severally hinders the performance of teaching institutions.
- Curriculum / syllabus is outdated and needs to be reviewed according to market needs. Similarly, the equipment for training is either outdated or non-functional. The teachers are also not well-trained to impart practical training on such machines.
- There is an urgent need to constitute management boards of the Institutions comprising of representatives from the industry who can supervise the functioning of institutions on day to day basis.
- The industrial linkages are completely missing. Not only the students need hands on experience in the industry but the teachers also need to be trained in the industries.

The report submitted by Mr. Franz Josef Meyer is attached as **Annexure-I**.

#### **2.4 Seminars conducted by STEVTA at Karachi, Mirpurkhas & Sukkur:**

Three seminars on the **Developing Strategy for Revamping TEVT in Sindh – Functionalization of STEVTA** were held in Karachi, Mirpurkhas & Sukkur which were attended by Principals, Heads of Institutions, Instructors, Industrialists and Journalists from all over the Sindh province. The Chairman, Managing Director and other speakers addressed on the occasion and briefed the participants regarding strategy / road map for revamping TEVT Institutions in Sindh.

The various issues / queries raised by the participants were addressed. These seminars achieved the desired outcome in terms of better understanding and clarification on some of the misunderstandings of the employees of the TEVT institutions regarding objectives of STEVTA.

The major concerns of the employees as ascertained through the seminars were as under:

- Protection of their jobs as Government Servants
- Protection of their Pensions and Gratuities.



### 3. Information – Procurements

#### 3.1 Rented premises for STEVTA Headquarter at Shaheen Complex:

With the approval of Board and after completing necessary codal formalities, office space has been acquired on the 9<sup>th</sup> Floor of Shaheen Complex with a covered area of 4884 sq. ft.

The payments made to M/s Shaheen Foundation are as under:

S. No.	Heads of Payment	Amount (Rs.)
1.	Security Deposit	500,000
2.	1-year Advance Rent (@ Rs. 80/- sq. ft.)	4,688,640
	<b>Total</b>	<b>5,188,640</b>

The salient features of the contract agreement are as under:

- The contract is for 2 years extendable with mutual consent.
- The annual rent shall be increased by 10% every year.
- Electricity charges are payable at actual with 10% service charges.
- Conservancy, fire tax and water charges are payable by lessee.
- Late payment surcharge will be 20%.
- Four parking spaces in the basement and two on the ramp. Additional parkings are available on payment of extra charges to the private contractor.

#### 3.2 Establishment of STEVTA Headquarter:

Originally it was planned to procure used furniture and improvements from the previous tenants M/s Shaheen Airport Services (SAPS) who were occupying 9<sup>th</sup> Floor of Shaheen Complex. However, in order to fulfill necessary codal formalities, a reference was sent to Sindh PPRA as to whether the Authority can buy the used furniture from M/s SAPS.

After the advice to the contrary from Sindh PPRA, it was decided to procure new furniture and undertake necessary refurbishment of the existing office.

An “**Invitation to Bid**” was published in leading newspapers for refurbishment of 9<sup>th</sup> Floor acquired by the Authority. The Purchase Committee recommended to award the contract to M/s Mink International. The bid amount was **Rs.6.552 Million** However, in order to optimize the cost of refurbishment, the scope of work was reduced to the minimum by making maximum utilization of existing civil structures / bifurcations made by SAPS. Accordingly, the contract was awarded for **Rs.3.695 Million**. The details may be seen at **Annexure-II (a)**.

#### 3.3 Procurement of Office Equipment / Accessories and Vehicles:

After completion of necessary codal formalities, work orders for procurement of office equipment / accessories have been issued. The details may be seen at **Annexure-II (b)**. As per the approved decision of the Board, some of the vehicles have been purchased by STEVTA during the financial year 2008-09 and 2009-10. The details may be seen at **Annexure-II (c)**.

## 4. Information – Others

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### 4.1 Joining of Managing Director and Selection of Directors:

On the recommendation of Selection Committee / Board Mr. Abdul Wahid Uqaily was appointed as Managing Director of the Authority for initial period of 3 years.

In compliance with Notification of Services, General Administration & Coordination Department, Government of Sindh vide No. SOI(SGA&CD)-4/01/2009 dated 30<sup>th</sup> April 2009, Mr. Abdul Wahid Uqaily assumed the office of Managing Director on **30<sup>th</sup> April 2009**.

On the recommendation of Selection Committee, various Directors & Deputy Directors as per the approved Organogram have been selected and will resume duties after completion of refurbishment of office at Shaheen Complex. Complete details regarding officials selected and pay packages offered to them are included in para 7.1.

### 4.2 Implementation Status of PTTI, Khairpur

With the financial assistance from Ministry of Petroleum & Natural Resources (P&NR), Government of Pakistan, STEVTA is undertaking the project of establishment of Petroleum Technical Training Institute (PTTI) at Khairpur at an estimated cost of **Rs.101.90 Million**.

The Ministry of Petroleum & Natural Resources has committed to provide **Rs.88.845 Million** against the estimated cost. However, running cost (recurring expenditure) will be borne by the Government of Sindh through STEVTA. The institute is being established to provide a wide range of training programs to meet training needs of Petroleum Exploration & Production (E&P) companies working in the area for better job opportunities for the people of Sindh. The institute will also provide technical training opportunities at post-Diploma / Graduate level.

The Federal Government, Ministry of P&NR has released **Rs.43.6805 Million** as a part payment of the project upto date and have committed to release the remaining 50% amount of Rs. 44.1645 Million by the end of August 2009.

After completing necessary codal formalities, M/s Allied Engineering Services (Pvt.) Ltd. Lahore have been awarded consultancy services contract for execution of the project. The Executive Director, Allied Engineering Services (Pvt.) Ltd. has informed that the project would be completed and commissioned by mid November 2009. The process for admission would commence from **15th October 2009** and classes would commence in mid November 2009.

The Selection Committee constituted by the Chairman, STEVTA has finalized recommendations for appointment of Mr. Sajjad Ali Talpur, Deputy Director (Environment) as Principal / Incharge of Petroleum Technical Training Institute (PTTI), Khairpur. The incumbent will join within next fortnight. The selection for Instructors, Junior Instructors, Lab Incharge and Librarian has already been completed. Appointment orders will be issued one month before the commencement of classes. It is expected that the teaching faculty would proceed for job related training at PRTI / OGTI, Islamabad in the month of September 2009.

The Purchase Committee comprising of Managing Director and one Board Member in its meeting held on 3<sup>rd</sup> August 2009 has approved the recommendations of the Advisory Building Committee (ABC) for award of contract to lowest evaluated bidder for external electrification, civil and furniture procurement works. Regarding the procurement of lab equipment and computers the Purchase Committee has advised the technical committee to re-evaluate the bids received by co-opting two more members from Oil & Gas Training Institute (OGTI) and representative from Exploration & Production (E&P) companies who have in-depth expertise and knowledge of the equipment offered by various bidders.

#### **4.3 Functionalization of Regional Offices:**

Pursuant to the decision of Board of Directors in 3<sup>rd</sup> meeting held on 14<sup>th</sup> March 2009 and subsequent meeting of Director Technical Education, Director Labour & Manpower & District Officers held on 19-06-2009, the interim setup of Regional Directorates of STEVTA was discussed. The Regional Directors as the supervisory officers in the region and will be responsible for smooth functioning of TEVT institutions as well as Short Term Skill Development Program under Benazir Bhutto Shaheed Youth Development Program (BBSYDP). Each Regional Director will supervise the district that previously comprised of Revenue Divisions (defunct).

In order to functionalize the Regional Directorates, in the shortest possible time it was decided to nominate the suitable officers from Technical Education to fill at least 2 slots of Regional Director and Deputy Regional Director in each region depending on availability of suitable officers. Accordingly, Regional Directors / Deputy Regional Directors have been nominated at Karachi, Hyderabad and Sukkur. Deputy Regional Directors / Assistant Regional Directors have been nominated for Larkano and Mirpurkhas.

The TORs of the Regional Directors are as under:

<b>S. No.</b>	<b>TORs</b>
i.	Operationalize the Regional Setup
ii.	Act as a Regional Coordinator reporting to Director Technical Education / Managing Director.
iii.	Establish / acquire office for Regional Directorate.
iv.	Monitoring of TEVT Institutions / District Offices in respective regions (Academic / Administrative / Financial).
v.	Consolidate and forward all correspondence / reports to STEVTA Headquarters through Director Technical Education.
vi.	Consolidate Monthly Expenditure reports of all institutions and district offices duly reconciled from respective District Account Offices on SAP format.
vii.	Consolidate disposition list (vacancy position) on monthly basis.
viii.	Any other duties assigned by Director Technical Education and STEVTA Headquarters from time to time.

#### 4.4 **Constitutional Petitions filed against STEVTA:**

Four constitutional petitions have been filed in various benches / circuits as under:

S. No.	Petition No.	Bench / Circuit	Petitioner
1.	D-363/2009	Larkano	Mr. Irshad Ali, Instructor (RS), Govt. Monotechnic Institute, Kamber.
2.	D-282/2009	Hyderabad	Mr. Arif Ali Khan (Associate Professor, Govt. College of Technology, Hyderabad) and others.
3.	D-867/2009	Karachi	Mr. Abrar-ul-Haq (former District Officer Education (Technical), Karachi)
4.	D-1226/2009	Karachi	Mr. Monis Ali (Principal Technical Training Centre, Karachi) and others.

The main contentions of the petitioners in these petitions are as under:

- That the status of the employees of TEVT institutions as civil servants may not be changed through the Ordinance.
- That the creation of STEVTA is akin to the privatization of Technical Education.
- That the transfer of employees of TEVT institutions without framing of rules of business by STEVTA and without deciding terms & conditions of transfers of TEVT employees to STEVTA.
- That the appointment of Chairman is not in terms of specific provision relating to Chief Minister as Chairman of the Authority under the Ordinance.

The Authority has filed para-wise comments and counter Affidavits in all the petitions and deputed officers to assist the respective Additional / Assistant Advocate General to represent the Authority.

#### **Suggestions from Board Members:**

The Board Members are requested to give suggestions to arrive at a policy in respect of contentions raised by various petitioners.

#### 4.5 **Decision of Supreme Court of Pakistan and STEVTA Ordinance:**

The Supreme Court of Pakistan through its short order has declared imposition of emergency dated 3<sup>rd</sup> November 2007 as illegal and ultra vires to the constitution of Pakistan. Accordingly, the ordinances protected under the proclamation of emergency have to be placed before the National Assembly / Provincial Assembly within 120 / 90 days.

The STEVTA Ordinance 2007 was also protected under the above order of emergency. Therefore, the ordinance has to be placed before the Provincial Assembly for STEVTA to continue as a legally constituted authority.

#### **Suggestions from Board Members:**

The Board Members are requested to suggest as to whether the Government may be approached for validation of the existing ordinance or place Draft Act prepared by the "Draft Act Committee" before the Provincial Assembly.

## 4.6 Admission Policy for Academic Year 2009-10:

### 4.6.1 Background:

Sindh Technical Education and Vocational Training Authority (STEVTA) has been established by the Government of Sindh for regulation and effective management of Technical Education and Vocational Training Institutes and Centers in the province of Sindh under one umbrella.

The prime objective of STEVTA is to bring about marked improvements in the standard of Technical Education and Vocational Training so as to substantially enhance the opportunities for the young entrants to the field of Technical Education.

In order to review the existing admission policy, a committee comprising of officials of Technical Education was formed to work out modalities relating to admissions for the academic year 2009-10. Based on the recommendations of the committee, this proposal is submitted for modifications in the existing admission policy.

### 4.6.2 Legal Framework:

In terms of Section 7(a) of the STEVTA Ordinance 2007 (as reproduced below), the Board is competent to approve policies relating to Public Private Partnerships:

#### Section 7(a) – Functions of the Board:

Provide the overall directions in respect of Technical Education and Vocational Training and based on the policies and for the purpose approved plans, programs and projects.

### 4.6.3 Proposed Changes to the Admission Policy 2009-10:

On the recommendation of the committee, following changes are proposed to the existing admission policy:

S. No.	Proposed Changes	Rationale
1.	Introduction of 10 seats on Self-Help-Basis along with existing 40 seats in each technology in regular programs.	This change is in line with the policies, practice in various public sector universities.
2.	Fixation of lower age limit at 25 years and upper age limit at 35 years for the Self-Help-Basis Evening Programs (SHBEP).	The change is suggested to create greater opportunities for the technicians working in the industry who wish to enhance their academic levels through diploma programs.
3.	Introduction of district-based Centralized Admission Policy whereby all the applicants of a district will be required to indicate preference for the institution and technology falling in the technical education institutions falling in their respective districts.	The change is required to generate a healthy competition amongst the applicants. Through this process, the candidates who fail secure admissions in the institutions of their first choice will be offered admissions to other institutions where there is relatively smaller pool of applicants.

4.	<p><b>Allocation of seats</b></p> <p>a) 80% of the seats in all institutions of a District will be granted on open merit basis (Including 10% on the basis of Intermediate) from the candidate belonging to the respective Districts.</p> <p>b) 10% of the seats will be reserved for the candidates on “<b>All Sindh Basis</b>” excluding the District in which the admission is sought. These 10% seats will be further bifurcated as 40% for Urban and 60% for Rural areas.</p> <p>c) 10% seats shall be reserved for different categories such as Reciprocal Basis, Defence Quota, Staff Quota etc. The admission on reserved seats will be process through MD, STEVTA.</p>	<p>In sub-paragraph (a), the bifurcation of seats within a district on urban and rural basis has been dispensed with to encourage greater competitiveness and rational distribution of seats amongst the students belonging to whole of the district.</p> <p>There is however now change in paragraphs (b) &amp; (c).</p>
5.	<p><b>Admissions in SHBEP:</b></p> <p>a) Admissions in SHBEP will be allowed only in technologies that are available in morning regular program.</p> <p>b) Non-SNE GMI’s functioning on SHBEP shall be allowed admissions in technologies approved for the GMI only.</p> <p>c) Admission in DAE (CIT) shall be allowed to all such institutions having computer labs and other relevant facilities.</p> <p>d) The request for any additional technologies (subject to availability of required equipment / facilities) shall be finalized on the basis of request from the concerned Principal and recommendation of committee to be constituted for the purpose.</p>	<p>Currently, several institutions are offering DAE programs in SHBEP in the technologies which were not approved for the regular programs. This was creating serious problems for the students who were admitted but could not carry out practical work due to non-availability of required equipment.</p> <p>The policy will cater to the problem being faced by the students on this account.</p> <p>In order to continually monitor the facilities available in the institutions and the approval of existing / newly introduced technologies, Director Technical Education will be empowered to constitute a committee comprising of 3 members one of whom shall be an expert of the respective technology for which the facilities at the institutions are being examined.</p>

#### 4.6.4 Recommendation:

The Board is requested to approve the proposed amendments to the Admission Policy for the Academic Year 2009-10.

#### 4.7 Contractual Appointments against Vacant Posts:

##### 4.7.1 Background

As per the baseline survey conducted by the STEVTA, one of the major problem / impediment to the proper functioning of the TEVT institutions is the acute shortage of teachers to carry on teaching / training activities. The institutions are functioning with 40% capacity. Another major issue relates to posting of available teaching staff who manage postings on political grounds in and around major cities. Due to which, most of the institutions in remote locations are operating without faculty.

In order to properly manage the institutions, shortage of teaching / non-teaching faculty must be catered through need based short term employment. Such recruitments must be purely on contract basis and be specific for the institutions i.e. such employment should be non-transferable to any institution other than the one for which the incumbent is recruited.

Many of the TEVT institutions are running self-help-basis evening programs through locally hired faculty. These programs are very effective and successful because qualified teachers are easily engaged and separated by the institutional heads acting through Institute Management Committees.

The summary of existing vacancies in various streams of Technical Education is reflected below:

Teaching Cadre	Directorate of Technical Education	Directorate of Manpower & Training Wing	Total Vacancies
BPS-16 & above	430	67	497
BPS-5 to 15	502	-	502
<b>Total Vacant Posts</b>	<b>932*</b>	<b>67</b>	<b>999</b>

\*The posts in grade 18 and above are partly to be filled through promotion. However, as the people are promoted similar number of vacancies will arise at the bottom grade.

Besides, teaching cadre, several essential posts in non-teaching cadre are also vacant.

#### **4.7.2 Legal Framework:**

In terms of Section 4(v) of the STEVTA Ordinance 2007 (as reproduced below), the Authority is competent to policy framework relating to recruitments:

##### **Section 4(v) – Functions of the Authority:**

To evolve policy framework for the institutional structure, human resource management policies including recruitment, promotion, placement, staff development and staff benefit schemes.

#### **4.7.3 Proposed Modus operandi for contract recruitments:**

The Finance Department has allocated budget for the Financial Year 2009-10 which includes allocation for all sanctioned posts including vacant posts mentioned above. Since above posts are vacant, no salaries are drawn / utilized against these posts. Therefore, a reference will be moved to the Finance Department to allow contractual appointments against vacant posts for the remaining part of the current financial year. The similar exercise may be repeated next year.

After the necessary approval, the posts will be advertised by inviting Institution Specific applications for recruitments and will be finalized through the Selection Committees constituted by the Board, in a transparent manner. A detailed Recruitment Policy / Mechanism will be placed before the Board in its next meeting.

#### **4.7.4 Recommendation:**

The Board is requested to approve the recruitment of essential teaching / non-teaching staff on contract basis after seeking the approval from Finance Department.

## 5. Approvals – Policies

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### 5.1 STEVTA Employees Service Rules 2009:

The Board in its 2<sup>nd</sup> Meeting had constituted a committee for finalization of draft rules for STEVTA. However, despite the best efforts put in by the members of the committee, the final draft of the rules could not be completed.

After the transfer of administrative control of the TEVT institutions to STEVTA the administrative functions were being performed by Managing Director. However, instances were reported where the administrative powers were being simultaneously exercised by the Secretaries of the Administrative Departments in relation to the employees of TEVT institutions transferred to STEVTA. Accordingly, a reference was sent to Services, General Administration & Coordination Department (SGA&CD) for advice on the matter. In response, the SGA&CD has advised that till framing of rules by STEVTA, administrative departments would continue to exercise administrative powers under Civil Servants (Appointment, Promotion & Transfer Rules) 1974 (Annexure-III).

Mr. Zia Ahmed Jan (selected as Director HR) was given the assignment to frame Service Rules. The draft was circulated to various stakeholders. The outcome of the exercise is that the proposed rules need major changes to bring them in conformity with the existing rules of the Government of Sindh.

In the meantime, Mr. Zia Ahmed Jan has shown his inability to continue with STEVTA as Director HR. It is therefore, planned to engage as consultant a retired officer of the Government of Sindh / any suitable person well-versed in drafting of similar rules.

#### Recommendation:

The Board is requested to reconstitute a committee who may be authorized to approve the draft rules on behalf of the Board.

### 5.2 Policy on Public Private Partnerships (PPP):

#### 5.2.1 Background:

Sindh Technical Education and Vocational Training Authority (STEVTA) has been established by the Government of Sindh for regulation and effective management of Technical Education and Vocational Training Institutes and Centers in the province of Sindh under one umbrella.

The prime objective of STEVTA is to bring about marked improvements in the standard of Technical Education and Vocational Training so as to substantially enhance chances of employability of the diploma holders.

In line with the policy of the Government of Sindh to encourage Public Private Partnerships (PPP) for improving the level of professionalism and quality of services, STEVTA has devised a strategy to engage with private sector through Public Private Partnership (PPP) option. Under the PPP mode, STEVTA will handover management and control of selected Institutions and may continue to bear operational costs or capital costs for upgrading equipment and structural improvements.



### **5.2.2 Legal Framework:**

In terms of Section 4(viii) and 7(f) of the STEVTA Ordinance 2007 (as reproduced below), the Authority and the Board are respectively competent to policies relating to Public Private Partnerships:

#### **Section 4(viii) – Function of Authority:**

To facilitate public private collaborations for furtherance of technical education and vocational training;

#### **Section 7(f) – Functions of the Board:**

Approve policies relating to public private partnership for establishment or management of technical education and vocational training;

### **5.2.3 Proposed Policy on Public Private Partnerships:**

On the basis of baseline survey conducted by STEVTA and discussion with various stakeholders, it is proposed that STEVTA may engage with the Private Sector through following modes of Public Private Partnerships:

- i. Management and control of Production Units (i.e. Wood Working and Garment situated in Pakistani Swedish Institute of Technology) for commercial production-cum-hands on training facility for the TEVT students.
- ii. Management and control of various services sector related workshops (i.e. Auto and Refrigeration & Air-conditioning) as assembly-cum-service centers for commercial purpose-cum-hands on training facility.
- iii. Management and control of selected TEVT Institutions for demand driven market based Technical Education and Vocational Training.
- iv. Management and control of selected Rehabilitation Centers for Physically Handicapped for Vocational Training and capacity building of faculty.
- v. Management, affiliation / supervisory control of selected Government Colleges of Education in Commercial Practices / Government Commercial Training Institutes to reputed universities to update Curriculum, initiate new programs, build capacity of existing faculty, conduct examinations and co-brand diplomas for increased acceptability in the market.
- vi. Management and control of TEVT Institutions by reputed and acknowledged social sector Non-Profit organizations working in the field of Technical Education & Vocational Training.
- vii. Equity contribution in the projects for Technical Education and Vocational Training initiated by reputed private sector companies (preferably public limited companies) or their consortiums for specialized institutions for imparting industry related technical training.

### **5.2.4 Broad Parameters for Public Private Partnerships (PPP):**

The details of the contracts will vary from one mode of PPP to another but the contracts for PPP would be based on following broad parameters:

- The PPP partner would have effective control over infrastructure and Human Resource of the TEVT institutions.

- The Government would continue to bear the operational costs such as utility charges, repair & maintenance and salaries for the staff.
- The PPP partner would be required to retain the existing employees for a minimum period of 6-12 months. During this period, the employees would be trained according to the training needs of the PPP partner. However, after the buffer period if the PPP partner is not satisfied with the performance of the employee, he will be transferred to any other TEVT Institutions under the administrative control of STEVTA. (There will be no layoffs).
- The PPP partner would be required to extend training opportunities to the existing strength of the students in the Institution selected under PPP at a highly subsidized rate (equal to the fee structure of the Government). However, the PPP partner may charge increased fees from the students admitted through additional training facilities created by them, to meet their enhanced operational costs.
- The STEVTA may incur capital expenditure for capital improvement and equipment up-gradation depending on the level of expertise brought in by the PPP partner.
- The terms of engagement may be negotiated between the parties for encouraging engagements under PPP mode. However, such agreement would require approval by the Board.

#### **5.2.5 Mechanisms for Public Private Partnerships (PPP):**

All the procedural requirements as per the policy guidelines issued by Public Private Partnership Unit of the Finance Department and Sindh PPRA Rules shall be followed. The guidelines include calling for Expression of Interest (EOI) through widely circulated newspapers, conducting Pre-EOI / Pre-Bid conferences, issuing Requests for Proposals (RFPs), devising / following proper procedure for evaluation of EOIs/RFPs before entering into Public Private Partnerships.

#### **5.2.6 Approval of Specific Proposals for Public Private Partnerships:**

The STEVTA Management has been approached for 2 specific projects for PPP as under:

<b>S. No.</b>	<b>Name of Prospective PPP Partner</b>	<b>Proposed amount of Equity / Investment by STEVTA</b>
1.	Pakistan Chemical & Energy Sector Skill Development Company (Consortium comprising of Engro Chemical, PIDC, Mari Gas Ltd. and Descon) for establishment of Technical Training Centre for imparting specialized skills at Daharki.	Rs.10.00 Million
2.	M/s Amrelli Steel for establishment of market based / industry specific vocational training at the existing site of Govt. College of Education in Commercial Practices (GCECP) at Gharo.	Rs.10.00 Million
<b>Total Investment out of Block Allocation under PPP</b>		<b>Rs.20.00 Million</b>

#### **Recommendation:**

The Board is requested to approve the broad policy framework as well as two special projects under Public Private Partnerships.

### **5.3 Amendments to the STEVTA Ordinance 2007:**

The Board of Directors in its 3<sup>rd</sup> meeting had constituted a committee to recommend amendments to STEVTA Ordinance. On the basis of recommendations of the committee, a summary was moved to the Chief Minister for approval of amendments to the STEVTA Ordinance 2007 proposed by the Board (**Annexure-IV**). However, the summary was returned unapproved requiring further discussion with the Chief Minister.

In view of the decision of Supreme Court of Pakistan, the Board is requested to decide as to whether the proposed amendments to the STEVTA Ordinance 2007 be pursued or the draft act prepared by the “Draft Act Committee” be forwarded to the Government of Sindh for approval by the Provincial Assembly after suitable amendments.

#### **Recommendation:**

The Board is requested to constitute a committee to examine and suggest changes to the draft act prepared by “Draft Act Committee” before submission to the Government of Sindh. The committee may be empowered to approve the Draft Act on behalf of the Board.

## 6. Approvals – Financial

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### 6.1 Expenditures – Financial Year 2008-09:

The Board had approved budget for the Financial Year 2008-09 for Rs.200.00 Million. However, during financial year 2008-09, an expenditure amounting to Rs.11.316 Million was incurred including advance rent and security deposit for STEVTA Headquarter at Shaheen Complex. Complete financial statements for the Financial Year 2008-09 including Income & Expenditure Account, Balance Sheet, Bank Reconciliation Statement and Trial Balances are placed at **Annexure-V**.

#### **Recommendation:**

The Board is requested to approve the expenditure incurred by the Authority during the Financial Year 2008-09.

### 6.2 Budget Estimates – Financial Year 2009-10:

During the financial year 2008-09 **Rs.200.00 Million** were allocated to the Authority. Besides, interest amounting to **Rs.6.027 Million** was earned on the amount invested in Term Deposit Receipts. Therefore, the principle amount of **Rs.200.00 Million** is still available with the Authority.

During the current financial year, Finance Department has allocated Rs.300.00 Million. Therefore, the budget estimates for the financial year 2009-10 are projected at **Rs.500.00 Million** including creation of an **endowment fund for Rs.200.00 Million** for financing the operational expenditures of the STEVTA Headquarter. The detailed budget is placed at **Annexure-VI**.

#### **Recommendation:**

The Board is requested to approve the budget for the financial year 2009-10.

### 6.3 Board Members – Honoraria / TA/DA:

The Honourable Board Members are included in various committees such as Selection Committee for Recruitments, Procurement Committee for purchases / civil works and Rule Making Committee. Such meetings require a considerable amount of time and professional expertise of the Board Members. At present, the Board Members are only entitled to travelling costs if travelling from outside Karachi to attend Board / Committee Meetings.

The issue was placed before the Board in its 2<sup>nd</sup> Meeting wherein the matter was referred to the HR Committee. However, the HR Committee could not frame recommendation on this account.

#### **Recommendation:**

The Board is requested to constitute a committee. The committee may examine the issue and recommend amount of honoraria to be paid to board members for rendering such services. The committee may be authorized to decide the issue on behalf of the Board.

**6.4 STEVTA Staff – TA/DA & Reimbursements:**

The STEVTA has not been able to frame its financial rules due to the fact that Director Finance of the Authority was not in place. Now, the Director Finance has been selected who will be assigned the task to prepare Draft Financial Rules in consultation with the committee constituted by the Board to frame Service Rules. For the interim period, proposed TA/DA & other reimbursements are proposed and placed at **Annexure-VII**.

**Recommendation:**

The Board is requested to approve TA/DA and other reimbursements incurred on account of official works.

**6.5 Development Outlays (New, On-going, & Revamping Schemes):**

During the current financial year, the Government of Sindh has allocated **Rs.500.00 million** for various development schemes of TEVT institutions.

The allocated development budget is proposed to be utilized in the following manner:

<b>Type of Schemes</b>	<b>Amount Allocated</b>
On-Going Schemes	Rs.400.00 Million
New Schemes	Rs.100.00 Million
<b>Total</b>	<b>Rs.500.00 Million</b>

Besides development funds committed by Government of Sindh under Annual Development Program, the Planning Commission has also agreed to provide funds amounting to **Rs.440.00 – 445.00 Million** for renovation and up-gradation of selected TEVT institutions (preferably GCTs and GPIs). The PC-Is are being prepared for submission to Planning Commission.

**Recommendation:**

The Board is requested to approve the above distribution of funds. The Board is further requested to constitute a **“Development Works Committee”** comprising of Managing Director, Director (Works & Services) and one or two Board Members. The committee may be authorized to examine and approve the development schemes on behalf of the Board.

## **7. Approvals – Human Resource**

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### **7.1 Recruitments in STEVTA Headquarters:**

As per the approved Organogram, recruitments have been made in STEVTA Headquarter on the basis of recommendations of Selection Committees constituted by the Chairman, STEVTA.

The recruitment made so far and the pay packages offered to them are placed at **Annexure-VIII**.

#### **Recommendation:**

The Board is requested to approve the Selections / Pay Package.

### **7.2 HR Committee (Pay Package):**

As per the decisions taken in the 3<sup>rd</sup> meeting of the Board of Directors, the HR Committee has finalized its recommendations which are placed at **Annexure-IX**.

The HR Committee had recommended that the Chairman be entitled to “the status and perquisites of an officer in MP-I Grade”. The amount of honorarium for the Chairman was previously recommended in the 3<sup>rd</sup> meeting of Board at Rs.30,000/- pm. The proposal was deferred as the amount was meager and disproportionate to the position / status of Chairman. Accordingly, it is proposed that an honorarium of Rs.50,000/- pm may be paid to the present Chairman. However, the future incumbents may approach the Board for any enhancement in the amount of honorarium or ask for payment of salary.

#### **Recommendation:**

The Board is requested to approve the recommendations of HR Committee & honorarium for Chairman.

### **7.3 Internal Job Postings (In-Service Personnel Selection & Allowances):**

The HR Committee in its recommendations (para 7.2 / Annexure-X) has proposed Authority Allowance subject to the conditions that the in-service candidates will also compete for the positions through open market competition.

There are many efficient and dedicated workers within our own organization or in the Government of Sindh who possess required knowledge, skills and experience but they do not prefer to compete through open market competition. Besides, there are certain specialized skills such as Procurement in terms of Sindh PPRA Rules, Administrative Jobs requiring complete knowledge of Service Rules and Office Procedure and Audit / Accounting requiring knowledge of Sindh Government Financial Rules and positions requiring knowledge of curriculums offered in various programs. Such highly skilled & specialized manpower is easily available from amongst the Government servants but difficult to expect from a person, recruited from the private sector.

Generally, in the Government of Sindh many efficient and dedicated officers are attracted to projects with special pay packages without having to undergo the process of open market competition. The incentive under Authority Allowance is even less than the incentives offered in various projects.

Various Government organizations (e.g. Federal Board of Revenue) have introduced the process of **“Internal Job Postings”**. Through this process higher pay positions are advertised through website and interested candidates are interviewed by high level HR Committee. The candidates selected through Internal Job Postings are assigned higher pay package positions. The process brings in the element of competitiveness, proven market skills and ensures transparency and flexibility to select the required manpower for specialized jobs from within.

The process of Internal Job Postings will be useful for selection of Principals of GCTs and GPIs in the first phase. The position of principal is very pivotal for the proper & effective functioning of an institution. Therefore, the process of selection with coupled incentives as proposed may bring in persons from within who have commitment and competencies to deliver.

**Recommendation:**

The Board may approve the process of **“Internal Job Postings”** in STEVTA and allow extension of incentives proposed by the HR Committee to the officers selected by STEVTA through Internal Job Postings. However, as added safeguard, the Board may require that a person selected through Internal Job Postings may be entitled to incentives proposed by HR Committee after a minimum period of three months of performance evaluation.

**7.4 Short Term Consultancies:**

Due to the specialized nature of services, it is proposed to engage consultants in the following domains:

<b>S. No.</b>	<b>Nature of Consultancy</b>	<b>Proposed Length of Consultancy</b>
1.	Public Private Partnership (PPP)	6 Months
2.	Industrial Linkages	6 Months
3.	Benchmarking of the TEVT Institutions	6 Months
4.	Consultant for Framing of STEVTA Rules	6 Months

The proposed terms of reference for these consultancies are placed at **Annexure-X**.

**Recommendation:**

The Board is requested to approve award of above consultancies through open market competition, by advertisement through newspapers.

## 8. Benazir Bhutto Shaheed Youth Development Program (BBSYDP)

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### 8.1 Implementation of BBSYDP through STEVTA Board:

STEVTA board has been empowered to undertake the implementation of Benazir Bhutto Shaheed Youth Development Program through its amended TORs (Annexure-XI).

### 8.2 Continuation of Program Coordination Unit (PCU):

Provincial Coordination Unit (PCU) was established for monitoring, coordination and implementation of BBSYDP under Planning & Development Department. After empowerment of STEVTA Board to undertake the implementation of BBSYDP, a note has been moved to the Chief Secretary, Sindh for continuation of PCU as implementing arm of STEVTA with revised Terms of Reference (Annexure-XII).

### 8.3 Approval of Proposals for Training (PFTs):

The BBSYDP was launched by the Government of Sindh as a major initiative in the Financial Year 2008-09 through Annual Development Program (ADP). The departments and training partners developed PC-Is for training programs in various trades under BBSYDP. The PC-Is were evaluated by the Technical Committee, BBSYDP and were submitted to Provincial Development Working Party (PDWP) for approval. Now, BBSYDP has been discontinued as ADP scheme in the financial year 2009-10 and Rs. 2.5 Billion under Non-Development have been allocated for conducting training of 50,000 to 75,000 trainees. The training will be conducted through Administrative Departments, Directorate of Technical Education and Directorate of Manpower and Training and Private Sector Training Wing (PSTW) of Provincial Coordination Unit. Thus the scheme does not fall under the purview of PDWP and Planning & Development Department is in agreement that the Board of Directors, STEVTA is a competent forum to approve the training schemes under BBSYDP. Thus, the procedure has been devised for approval of Proposal For Training (PFT) as per format of PC-I (Annexure-XIII).

### 8.4 Reconstitution of Technical Committee

The Technical Committee was constituted for BBSYDP headed by the Chief Economist of Planning & Development Department as the Program was implemented by the department. Now STEVTA has been given task of BBSYDP thus, Technical Committee with revised Terms of Reference has to be proposed (Annexure- XIV).

### 8.5 Board of Directors for BBSYDP:

Government of Sindh has assigned the task of implementing the BBSYDP to STEVTA other than its regular business. Therefore, it is proposed to reconstitute the Board of Directors (other than the notified Board of Directors, STEVTA (Annexure-XV) for implementation of BBSYDP (Annexure-XVI). After this meeting of Board of Directors, the proposed Board of Directors will look after the matters of the implementation of BBSYDP. STEVTA will issue the Notifications for reconstitution of Technical Committee and Board of Directors.



**8.6 Approval of Proposal For Training:**

The various departments submitted Proposals For Training (PFTs) and same were evaluated by Technical Committee (TC), BBSYDP. In the light of recommendations of TC, Provincial Coordination Unit requested the concerned departments to furnish revised PFTs for approval of Board of Directors. Following Proposals For Training are submitted for approval:

- a. Information Technology Department (**Annexure-XVII**).
- b. Antiquities Department (**Annexure-XVIII**).
- c. Provincial Coordination Unit (**Annexure-XIX**).
- d. Director Technical Education (**Annexure-XX**).
- e. Director Manpower & Training (**Annexure-XXI**).

**8.7 Approval of Guidelines version-III for BBSYDP:**

Before launching of BBSYDP, a comprehensive document of the Guidelines of the Program was developed and disseminated amongst all the stakeholders and put on web site of the Program (version I & II). It provided guidance to all the training partners in preparing their proposals and conducting training. In other words it was code of ethics and rules of training programs under BBSYDP. During Phase-I program conduct some shortcomings were observed which necessitated amendment & updating the guidelines for Phase-II (2009-10). In this regard draft of the Guidelines (Version-III) is submitted for approval at (**Annexure-XXII**).

## **9. Presentation by Board Members**

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- 9.1 Dr. Zubair Shaikh – “Way Forward for STEVTA”:
- 9.2 Any other member with approval of Chairman:

**Findings & recommendations of Mr. Franz Josef Meyer**  
**Impressions after the visit of many institutes**  
**(Polytechnic, Monotechnic and Vocational)**

- There are some highlights, very well guided institutes with a high motivated Principal, high motivated teachers, with new and good maintained equipment. These institutes have good connection to the industry; they do some project work with groups of students to give them experience in the main fields of their shelf.
  - In one vocational training centre for women, we have seen a summer course during the two months vacation. This gives the women the chance to achieve some basic knowledge, to get to know the teachers and the school and to decide to start the one or two years' diploma course.
  - I have been surprised that the most of the well managed institutes are for women, guided by female principals.
- But the most institutes which I have seen are in a very poor state.
  - The buildings has not been repaired since a long time, the plaster is damaged there are cracks in the walls, the electrical and water equipment is damaged and not useful, the toilets are dirty.
  - The equipment and the machinery in the labs and workshops is often not renewed since the foundation in the 60s or 80s, and therefore also the teachers are not skilled enough to give a good training, they have never used a modern machinery or lab equipment.
- Rooms and corridors are often used as stores for damaged furniture and other waste.
- Some Monotechnic institutes have huge buildings which are only partly used.
- All institutes and schools have not enough teachers, since the budget is too low, it is not possible to complete the vacant jobs.
- On the other hand there are so many non-teaching staff members. They give no benefit for the training and stress the personal budget.
- The survey reports from October 2008 from all the institutes gives may be an approximate realistic description of the relationships. But even the numbers in these papers are sometimes too positive. We visited a govt. polytechnic institute in Thatta with 6 teachers and more than 200 students on the paper. When I asked how they can organize the training with this staff, the principal said only 25% of the students come really. I think there are many other examples like this in the great number of institutes.
- When I compared the examination results in the survey reports I can see great differences between the institutes. The percentage of passed is between 42 and 100, the percentage of grade A between 14 and 100. It's may be an indication for great differences in the quality of training.
- In one institute I have seen that there have been 17 principals in 24 years. In one or one and half year it is not possible to move on the institute. It's only possible to do the administrative work.

- We have seen some light spots:
  - In one institute is an officer for the connection between job seeking students and the industry.
  - In another institute new plastered corridors and a new floor and renewed electrical wiring, worked out by the students.
  - In the technical training centre, North Nazimabad, Karachi, the principal gives his best and is high motivated to realize an optimal training. But the building is in a poor situation and the machinery is not renewed since the foundation. Without a sufficient budget any efforts and all the motivations cannot improve the institute.
  - Only in one place we found an institute for the training of teachers.
  - In one institute are some teachers from outside. These persons have their own shop (electric wiring and repair, dress making and beautician) and come for about 5 hours a day in the institute. This teaching is very close to the real working conditions outside. Students can bring electrical device i.e. fans to the workshops to repair it together with the teacher. This is a little similar as the dual system where the students are working in a company under real conditions.
- I could visit some places for handicapped. This school or institutes are running under very desolate conditions. Responsible is according to the list I got, the provincial coordinator for social welfare.

**Proposals from my point of view to improve the situation of training and education**

- Since the most institutes are working under very poor conditions, it needs a lot of money to renew the buildings, the machinery and the equipments of workshops and labs and to fill the vacant teacher jobs. This depends on the financial possibilities of the government.
  - But when anything is renewed or repaired, it's necessary by all means a yearly budget for development and maintenance. Otherwise you will have the same bad situation as before after some years.
  - Sometimes it's possible to carry out the repair work with the students, for example the wiring of electricity or the plaster of walls and roads. It saves money and gives practical experience to the students.
  - When a new machinery or lab equipment is bought, a training of the instructor is necessary to get familiar with it. The best way is to spend a short time in the company of the supplier.
- The scenery of responsibilities in the education and training system seems to be too complicate.
  - Most institutes are running under the Directorate of Technical Education, others under the Directorate of Manpower and Training and the Rehabilitation Centers for Handicapped under the Provincial Coordinator for Social Welfare.
  - There are different responsibilities of the Provincial Government and the District Government.

- I think it's better to concentrate all education and training activities under one authority. May be it can only be realized on the long term, but I think it's necessary.
- On this way it's easier to secure a high and equal level of quality in the cities and the rural areas.

It's more easy to secure a sufficient qualification of the teachers and instructors. And last but not least it's advantages for an effective use of the financial possibilities.

- I have seen some Monotechnic institutes with big buildings with many classrooms, lab rooms and so on, but these buildings are only partly used.
  - This is non-sufficient use of possibilities, a non sufficient backflow of investment and an unnecessary expense of money.
  - May be it's possible to extend the use as a polytechnic institute or to close it and to associate it to another institute.
- The results of the examinations of the last 3 years are showing great differences. The percentage of passed is between 40 and 100 the %age of grade A between 20 and 100.
  - This is may be an indication for great differences of quality in teaching and in the contents and judging of examinations.
  - To overcome this problem it's helpful to establish to boards of supervision, one for the Technical and Commerce side and one for the Vocational side.
    - This board updates the curricula, they supervise regularly the teachings in lessons and in workshops and labs, they give central tasks for the examination in all institutes and they judge the results together with the principals and teachers.
  - The members of these boards come from the government, the principals and teachers and from the industrial and commerce field.
  - On this way it's possible to keep a permanent high quality of education according to the demands of the job market.
  - In Germany, the Chamber of Industry and Commerce and the Chamber of Trade to this job.
- I have seen two institutes with good connections to the concerning industry, and in one place is an official responsible for the contact between job seeking students and the industry.

Both must be extended to all institutes and schools.

- For a qualified education according to the demands of the job market, it needs a permanent discussion with managers and staff members of the industrial, commerce and trade field.
- The principals and teachers must visit companies to see the latest equipment and machinery to see the latest hard and software, to see the latest managing methods and so on. On the other side, people from the industrial side come into

the institutes to get an immediate impression and to give suggestions for a better overlapping between the education and the demands of the job market.

- Many students have not enough experience how to apply for a job and not enough information about the possibilities on the job market. Therefore, it's necessary to establish in any institute skilled person who is able to help in this situation.
- The information in the report about the staff shows that the number of non teaching members is much more higher as the number of teachers.
  - I have problems to understand the reasons for this situation. It gives no benefit for the quality of education and it stresses the personal budget.
  - May be it possible to reduce the non teaching staff step by step and to increase the number of teachers, because on this side is a real lack.
- During my visits, I got the impression, that there is often rapid change of principals, in one institute 17 principals between 24 years. I don't know the reasons for it, but the job of the principal is very very important for a positive development of an institute. He must take the initiative to move on, to overcome problems, to find new ways for incentives for the teachers and the students and many other things.
  - Within a period of 1 year or little more this is not possible, he can only do the administrative work.
  - May be it's necessary to give this position a better acknowledgment. For me it's difficult to understand the relationships but this frequent change is very disadvantageous for the education system.
- An important fact seems to be the missing of teachers and instructors training in the most institutes. Many know only the outdated equipment of their school, they have no information about the advanced psychology of teaching and learning and they have may be not enough information about the working conditions in the industry and commerce.
  - I think it's necessary to establish a rotating system for the training, for example in short courses for the psychology of teaching or by a short stay in a company to get familiar with the latest equipment or the latest managing methods, many other things are possible.
  - My feeling is generally that the acknowledgement of this occupation is not very high. It seems to be difficult to gain well skilled persons as teachers. Good experts prefer jobs in the industry and commerce.
  - It's necessary to find ways to increase the image of this job by different incentives.
  - The teachers and instructors must have the feelings to participate active on the development of the country. It gives a higher motivation and it's advantageous for the whole education system.
- Most of the institutes and schools have libraries. But my impression is that the most schools are too old and therefore it's necessary to buy the latest books for the topics which are trained.

- The size of schools and institutes is very different. The total enrolment varies from 10 to nearly 600. Maybe it possible to fold up some small schools or to associate it with bigger institutes.
  - The total costs per student are normally lower in a bigger unit and there are wider possibilities for the education and training.
- Special efforts are necessary to improve the situation in the facilities for handicapped. The places which I have seen are only day care houses without possibilities to secure a positive development of the children and young people.

**(Concluded: Mr. Franz Josef Meyer)**

Annexure-IIProcurement of Office Equipment / Accessories & Vehiclesa. Establishment of STEVTA Headquarter

S. No.	Item
	<b><u>Chairman's Suite</u></b>
1	Executive chair 1 no.
2	Visitor Chairs 3 nos.
3	Sofa 5 seats
4	Central table 1 no.
5	Small Conference table 1 no.
6	Conference Chairs Compact 3 Nos.
7	Executive Table set
8	Book Rack 1 no.
9	Side Tables 2 nos.
10	Wall glass mounted paintings 3 nos.
11	Wall Clock 1 nos.
	<b><u>Managing Director's Suite</u></b>
12	Executive Chair 1 no.
13	Visitor Chairs 3 nos.
14	Sofa 3+2 Seats
15	Side Tables 2 nos.
16	Executive Table Set
17	Wall Glass Mounted Paintings 2 nos.
18	Wall Clock 1 nos.
	<b><u>Director's Cabin</u></b>
19	Executive Chair 1 no. X 8
20	Executive Table set X 8
21	Visitor Chairs 2 nos. X 8
22	Drawer Pedestal 1 No. X 8
23	Side Cabinet 1 nos. X 8
	<b><u>Deputy Director's Cabin</u></b>
24	Executive desk set X 9 nos.
25	Executive Chair X 9 nos.
26	Visitor Chair 4 Nos.
27	Storage Cabinets 9 nos.
28	Hanging Cabinets x 1
	<b><u>DPA's Cabin</u></b>
29	Table Set x 14
30	Executive Chair X 14
31	Hanging Cabinets x 1
32	Storage Cabinet X 14
	<b><u>Conference Hall</u></b>
33	Conference Table
34	14 chairs
35	2 Ex. Chairs
36	15 Chairs
37	Multimedia system with Screen
	<b><u>Kitchen</u></b>
38	Storage Cabinets 4 nos.
39	Dining Table



40	Dining Chairs 8 nos.
	<b><u>Server Room</u></b>
41	Space for server
	<b><u>Service Area</u></b>
42	Wooden Benches 6 nos.
	<b><u>Reception Area</u></b>
43	Central table 1 no.
44	Reception Chair 2 Nos.
45	Couches
46	Side Table 2 nos
47	Paintings 3 nos.
	<b><u>Collective Jobs</u></b>
48	Porcelain tiles.
49	Indoor plants
50	Designing and project management
51	Lift landing area ambiance
52	Sign boards
53	Paint jobs
54	Wall clocks 4 Nos.
55	Glass Doors 3 Nos.
	<b><u>Business Center</u></b>
56	Space for Office Accessories & Store
	<b><u>Networking</u></b>
57	Cabling
	<b><u>Record Room</u></b>
58	Storage Cabinets

**Total Rs. 3,695,195.00 excluding GST**

**b. Office Equipments:**

Item No.	Name of Item	Name of Firm	Unit Price	Qty.	Total Amount
1	Server Machine	M.I. & Technologies	395,700	1	395,700
2	Laptop / Notebook	Fatemi Impex	77,738	6	466,428
3(A)	Desktop Machine	M.I. & Technologies	76,345	26	1,984,970
3(B)	Desktop Machine	M.I. & Technologies	83,868	4	335,472
4	Switches	M.I. & Technologies	45,075	2	90,150
5	Laser Printer	Hyper Off. Products	38,048	2	76,096
8	UPS for Server Machine	Hyper Off. Products	46,400	1	46,400
9	UPS for Desktop Machine	Hyper Off. Products	7,470	30	224,100
10	USB Flash Drives	Fatemi Impex	1,740	6	10,440
11	Fax Machine	Hyper Off. Products	28768	2	57,536
12	Photostat Machine	Universal Bus. Eqp.	244,650	1	244,650
13	Water Dispenser	Raza Enterprise	12,746	2	25,492
14	Microwave Oven	Raza Enterprise	12,142	1	12,142
15	Refrigerator	Raza Enterprise	35,855	1	35,855
17	Digital Camera	Fatemi Impex	11,542	2	23,084
18	Telephone Exchange (PABX)	Shirazi Trading Co.	108,000	1	108,000
20	Widescreen Color TV 32"	Fatemi Impex	55,216	2	110,432
<b>Total Amount Rs.</b>					<b>4,246,947</b>

**C. Purchase of Vehicles:****Financial Year 2008-09**

<b>S. No.</b>	<b>Make/Model</b>	<b>Qty.</b>	<b>Amount</b>
1.	Toyota Altis	01	Rs.1,719,000
2.	Toyota GLI	01	Rs.1,389,000
<b>Total</b>			<b>Rs.3,108,000</b>

**Financial Year 2009-10**

<b>S. No.</b>	<b>Make/Model</b>	<b>Qty.</b>	<b>Amount</b>
1.	Suzuki Bolan Van GL CNG	01	Rs.582,000
2.	Suzuki Cultus VXLi CNG	06	Rs.5,172,000
<b>Total</b>			<b>Rs.5,754,000</b>
<b>Grand Total</b>			<b>Rs.8,862,000</b>

**Annexure-VII**

Designation	TA	DA	Medical Reimbursement	Reimbursement of Utilities	
				Res. Phone	Cell
Chairman	Actual Air fare / Taxi charges (Rs.10/- km maximum)	Rs.2000/-	Actual expenses for out-patient & hospitalization for self and eligible dependents.	At Actual (Maximum Rs. 5,000 pm)	At Actual (Maximum Rs.10,000 pm)
Managing Director	- do -	Rs.1500/-	<b>For in service officers</b> Actual expenses for out-patient & hospitalization for self and eligible dependents. <b>For Contract Officers</b> As per the terms of contract.	At Actual (Maximum Rs. 3,000 pm)	At Actual (Maximum Rs.7,000 pm)
Directors	- do -	Rs.1000/-	- do -	At Actual (Maximum Rs. 1000 pm)	At Actual (Maximum Rs.3,000 pm)
Deputy Directors	- do -	Rs.750/-	- do -	Not Admissible	At Actual (Maximum Rs.1,000 pm)
Officials (BPS-5 to 16)	Actual fare of Journey by Road or Rs.10/- km (for Taxi) & Rs.3/- km (M/Cycle)	Rs.400/-	- do -	Not Admissible	Not Admissible

**Annexure-VIII**

<b>S. No.</b>	<b>Name of Post</b>	<b>Person Recommended for Appointment</b>	<b>Pay Package to be Offered</b>	<b>Remarks</b>
1.	Director HR/Admin	Mr. Zia Ahmed Jan	Rs.90,000/-p.m.	Mr. Zia has shown his inability to join STEVTA. The next candidate in the order of merit will be offered the position and salary package will be negotiated.
2.	Director MIS	Mr. Abid Altaf Mian	Rs.90,000/-p.m.	He has joined w.e.f. 3 <sup>rd</sup> August 2009.
3.	Director Academic & Training	Dr. Masroor A. Shaikh	Last salary drawn+ Rs.30,000/-p.m.	He is an internal candidate and will join w.e.f. 17 <sup>th</sup> August 2009.
4.	Director Works & Services	Mr. Ghulam Sarwar Joyo	Last salary drawn+ Rs.30,000/-p.m.	The requisition has been sent to Chairman KPT through Chief Secretary, Sindh for transfer of services on deputation basis.
5.	Deputy Director (Works & Services)	Mr. Kashif Ali Shaikh	Rs.65,000/-p.m.	He will join w.e.f. 15 <sup>th</sup> September 2009.
6.	Deputy Director (Finance & Accounts)	Mr. Badar Hussain Shahani	Last salary drawn+ Rs.20,000/-p.m.	The requisition has been sent to Chairman KPT through Chief Secretary, Sindh for transfer of services on deputation basis.
7.	Deputy Director (MIS)	Mr. Abdul Hafeez Abbasi	Rs.65,000/-p.m.	He will join w.e.f. 1 <sup>st</sup> September 2009.
8.	Principal PTTI, Khairpur	Mr. Mir Sajjad Ali Talpur	Rs.90,000/- p.m.	He will join w.e.f. 1 <sup>st</sup> September 2009.
9.	Director Finance	Muhammad Yousuf Baloch	Salary package to be negotiated.	–
10.	Deputy Director Finance	Muhammad Tahir Arain	- do -	–
11.	Assistant Director Finance	Khurram Essani	- do -	–

**Annexure-X**

<b>S. No.</b>	<b>Nature &amp; Duration of Consultancy</b>	<b>Overview of Assignment</b>	<b>Qualification &amp; Experience</b>
1	Public Private Partnership (PPP) (6 months)	<p>The consultant would be required to:</p> <ul style="list-style-type: none"> <li>➤ Develop possible models for PPP</li> <li>➤ Document various models for PPP</li> <li>➤ Consolidate data of the existing facilities proposed for PPP</li> <li>➤ Engage with prospective partners for pre-Expression of Interest (EOI) feedback.</li> <li>➤ Develop EOIs</li> <li>➤ Develop Requests for Proposals (RFPs)</li> <li>➤ Develop Contract Documents for PPP</li> <li>➤ Execute agreement under PPP</li> </ul>	<ol style="list-style-type: none"> <li>1.Successful completion of similar projects</li> <li>2.Knowledge of Government of Sindh guidelines &amp; PPRA Rules for PPP</li> <li>3.Sufficient experience &amp; exposure to the Private Sector.</li> <li>4.Excellent Communication &amp; Presentation Skills</li> </ol>
2.	Industrial Linkages (6 months)	<p>The consultant would be required to:</p> <ul style="list-style-type: none"> <li>➤ Identify needs for industrial experience and internship requirements by DAE / B. Tech students for curriculum requirement as well as better hands on experience</li> <li>➤ Identify the prospective industrial linkage partners for each technology</li> <li>➤ Develop practical work assignments to be completed by the internees during attachment with the industry</li> <li>➤ Develop linkages with industry for internship programs by signing MOUs</li> <li>➤ Prepare a complete plan for industrial training / internship of minimum 20% of the students of TEVT institutions</li> <li>➤ Develop mechanism for monitoring of internees</li> <li>➤ Develop mechanism for examination of skills acquired during internship</li> <li>➤ Develop an MIS base solution (with the help of STEVTA MIS Department) for placement, monitoring and performance evaluation of the internees</li> </ul>	<ol style="list-style-type: none"> <li>1.Successful completion of similar projects</li> <li>2.Sufficient experience &amp; exposure to the Private Sector.</li> <li>3.Sufficient professional experience to understand the requirements for practical training of the internees</li> <li>4.Excellent Communication &amp; Presentation Skills</li> </ol>
3.	Benchmarking of the TEVT Institutions (6 months)	<p>The consultant would be required to:</p> <ul style="list-style-type: none"> <li>➤ Examine and understand various levels of equipments, training materials and facilities available in various institutions.</li> <li>➤ Carryout the benchmarking of each of the TEVT institution</li> </ul>	<ol style="list-style-type: none"> <li>1.Successful completion of similar projects</li> <li>2.Sufficient experience &amp; exposure to the Private Sector.</li> <li>3.Sufficient professional experience to understand the requirements for benchmarking of institutions.</li> <li>4.Understanding of various ISO level certifications.</li> <li>5.Excellent Communication &amp; Presentation Skills</li> </ol>

<p>4.</p>	<p>Consultant for Framing of STEVTA Rules (6 months)</p>	<p>The consultant would be required to:</p> <ul style="list-style-type: none"> <li>➤ Examine existing rules of Government of Sindh and various authorities working under the provincial &amp; federal government.</li> <li>➤ Ascertain the requirements of STEVTA in terms of management of its financial and human resources.</li> <li>➤ Study and examine rules drafted by NAVTEC.</li> <li>➤ Prepare draft rules for STEVTA.</li> <li>➤ Make presentations to various stakeholders for stakeholder analysis.</li> <li>➤ To seek &amp; incorporate comments of various stakeholders in the draft rules.</li> <li>➤ To make presentations to the Board for approval of these rules by the Board.</li> <li>➤ To follow up the approval process for these rules.</li> </ul>	<ol style="list-style-type: none"> <li>1. Professional experience relating to framing of rules for various public / private sector organizations.</li> <li>2. Successful completion of similar projects</li> <li>3. Sufficient experience &amp; exposure to the Government Rules.</li> <li>4. Sufficient professional experience &amp; understanding of requirements for drafting &amp; approval of rules.</li> <li>5. Excellent Communication &amp; Presentation Skills</li> </ol>
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