



Sindh Technical Education & Vocational Training Authority (STEVTA)

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**MINUTES OF 5TH MEETING OF STEVTA BOARD
HELD ON 28TH JUNE, 2010 AND
FOLLOW UP PRESENTATIONS HELD ON 11TH AUGUST, 2010**

The 5th Meeting of STEVTA Board was held on 28th June, 2010 at 3 pm and the follow up presentations were held on 11th August, 2010 in the Conference Room of Sindh Technical Education & Vocational Training Authority (STEVTA), at 9th Floor, Shaheen Complex, M. R. Kiyani Road, Karachi.

The proceedings of meeting dated 28th June, 2010:

2. Following attended the Meeting:

S. No.	Name	Designation
1	Mr. Abdul Salam Thahim	Chairman / Minister, STEVTA
2	Mrs. Naheed S. Durrani	Special Secretary (B&R)
3	Mr. Sohail Wajahat Siddiqui	M.D. (Siemens)
4	Mr. Muhammad Siddique Memon	Secretary, Education
5	Mr. Aurangzeb Aziz	Additional Secretary (IT Department)
6	Mr. Muhammad Aslam Ghauri	Director NAVTEC
7	Prof. Muhammad Saeed Siddiqui	Chairman, SBTE, Karachi
8	Mr. Zulfiqar A. Shallwani	Additional Secretary (Social Welfare)
9	Prof. Dr. Muhammad Aslam Uqaili	Pro-Vice Chancellor (Mehran University)
10	Mr. Abdul Wahid Uqaily	Managing Director, STEVTA

3. The meeting started with recitation from Holy Quran by the Managing Director. In the opening remarks, Minister / Chairman, STEVTA welcomed all the participants and thanked them for sparing time from their hectic schedule for the meeting. The Chairman acknowledged the services of Air Marshal (Retd.) Riazuddin Shaikh, Ex-Chairman and retired members of STEVTA Board due to changes in the constitution of Board through STEVTA Act, 2009.

4. After the initial address of the Minister / Chairman, STEVTA, the Managing Director / Secretary, STEVTA Board presented the item wise agenda of the meeting and the following decisions were made:

S. No.	Agenda Items	Board Decisions
01	Agenda Item No. 1.4 Review and approval of minutes of 4 th meeting of STEVTA Board held on 8 th August, 2009.	The minutes of the 4 th meeting were unanimously approved.

S. No.	Agenda Items	Board Decisions
02	Agenda Item No. 2.7 Human Resource Development (NISTE)	The Board observed that there should be a comprehensive mechanism for nomination of teachers and design an internal assessment mechanism for assessing the impact of training on quality of teaching.
03	Agenda Item No. 2.9 Distribution of Funds under Mora Scholarship (Rs.80 Million)	The Board observed that a 3 rd party evaluation / audit may be made to ensure that the distribution of Zakat funds has been made as per the specified criterion in order to ascertain fairness, equity and transparency of the process.
04	Agenda Item No. 3.1 Admission Policy (DAE and B. Tech) Academic Session 2010-11.	<ul style="list-style-type: none"> i. The Board approved the conversion of 10 seats of Morning Self Finance into Regular Program. However, the proposal for enhancement of SHBEP seats from 50 to 60 was turned down. The Board proposed that the decision may be revisited after proper evaluation of classroom capacity, infrastructure and availability of equipment & machinery, besides addressing the issue of impact on quality training due to increased class size. ii. The Board members approved the outsourcing of pre-admission entry test to National Testing Service (NTS). However, they objected to assigning only 20% weightage to the entry test. The Board unanimously decided to give 40% weightage to the marks obtained in the NTS test and 60% to marks obtained in Matriculation examination for determining merit order for admission. iii. The proposals of relaxation in lower age limit from 35 to 30 years and waiver of requirement of interview for admission in DAE were approved. iv. The Board also approved admissions in Polytechnic / Monotechnic institutions from Academic Session 2010-11 which have been given SNE through rationalization process.
05	Agenda Item No. 3.2 Interactive Distance Learning	The Board approved the proposal in principle and desired that a presentation about technical details of the proposal may be made before the Board. It was also proposed that Interactive Distance Learning may be made through multimedia instead of TV which is available in majority of institutions in order to minimize the expenditure, if technically feasible.
06	Agenda Item No. 3.3 Distribution of Free Books and Manuals	The Board approved the proposal in principle and decided that instead of free distribution of books to students, a sufficient number may be kept in the library so that these may be used by new students from year to year.
07	Agenda Item No. 4.1 Expenditures – Financial Year 2009-10 (upto 31st March, 2010) Agenda Item No. 4.2 Re-appropriation in Budget 2009-10	The Board approved the expenditures and proposed re-appropriation in the budget for the financial year 2009-10.

S. No.	Agenda Items	Board Decisions
08	Agenda Item No. 4.3.1 Budget Estimates – Financial Year 2010-11 (Operationalization of STEVTA)	The Board approved the projected budget estimates for the financial year 2010-11.
09	Agenda Item No. 4.4 Salaries and Employee Benefits	The Board did not agree proposed enhancement of salaries to the contractual staff hired on market based salary packages.
10	Agenda Item No. 4.5 Standard Operating Procedures approved by Finance Department	The Board approved Standard Operating Procedures / Fund Flow Mechanism as already approved by the Finance Department, Government of Sindh.
11	Agenda Item No. 5.1 Recruitment of Teaching Staff as per rationalized SNE	The Board approved recruitment of teaching staff with following modifications: <ul style="list-style-type: none"> ➤ NTS Test (compulsory) – 40% marks ➤ Qualification (Marks in Degree / Diploma) – 10% ➤ Higher Qualifications – 10% ➤ Experience – 20% ➤ Interview – 20%
12	Agenda Item No. 5.2 Recruitment of Principals for 10 Model Institutions	The Board proposed that the competent and qualified officers working in STEVTA may be given preference for these positions. However, in case of non-availability of suitable officers, the Authority may recruit the Principals through marked based competitive selections process.
13	Agenda Item No. 5.3 Recruitment of Project Coordinators	The Board approved proposal of appointment of Project Coordinators (full-time) for following 03 projects: <ol style="list-style-type: none"> (i) Sindh Skill Development Project (ii) NAVTEC Funded Projects (iii) Vocational Training for Mustehaqeen Project Due to huge anticipated investment in these projects, the Board suggested to ensure the background / integrity check before induction.
14	Agenda Item No. 5.4 Health Insurance Policy	The Board approved the proposal in principle and desired that presentation about detailed work plan may be made before the Board in the next meeting.
15	Agenda Item No. 5.5 Consultancy Services for framing of STEVTA Rules	The Board approved the award of contract in favour of M/s Sustainable Development Consultants (Pvt.) Ltd. at the estimated cost of Rs.3.00 Million subject to completion of all Sindh Public Procurement Regulatory Authority (SPPRA) codal formalities.
16	Agenda Item No. 6.1 Enhancement of Ceiling for calling Quotations	The Board approved the proposal for enhancement of ceiling for calling quotations from Rs.100,000/- to Rs.200,000/-
17	Agenda Item No. 6.2 Establishment of 10 Model Institutions at estimated cost Rs.310.04 Million	The Board approved the proposal in principle but desired that a comprehensive presentation about detailed work plan, timeline activity, methodology, implementation strategy and operational procedure.

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18	Agenda Item No. 6.3 Establishment of STEVTA Headquarter at Gulshan-e-Iqbal (NIPA)	The Board appreciated the proposal of shifting of STEVTA Headquarter office to Authority's own building and approved the expenditure of Rs.40.00 Million on the proposed furnishing, equipment & machinery and security arrangements subject to fulfilling codal formalities under SPPRA Rules, 2010.										
19	Agenda Item No. 6.4 Rehabilitation of 04 Government Colleges of Technology	The Board approved the proposal in principle at estimated cost of Rs.100.00 Million subject to fulfilling codal formalities under SPPRA Rules, 2010. The Board also desired that a comprehensive presentation about the scope of work.										
20	Agenda Item No. 6.5 Lifeline Repair Works (completed and planned)	The Board approved the expenditure of Rs.50.00 Million on the proposed rehabilitation of institutions under "Lifeline Repair Works Project" subject to fulfilling codal formalities under SPPRA Rules, 2010.										
21	Agenda Item No. 6.6 Appointment of Consultants for Civil Works	The Board approved the engagement of following consultants at the rates as shown against each: (i) M/s Shahzad Associates 4.25% (ii) M/s G-III Consultants 3.75% (iii) M/s G-III Consultants 3.45% (iv) M/s Zaheeruddin Consultants 4.20%										
22	Agenda Item No. 6.7 Constitution of Development Committee	The Board approved the constitution of Development Committee under the Chairmanship of any member of STEVTA Board as nominated by the Chairman.										
23	Agenda Item No. 6.8 Transport facilities for Staff & Students	The Board approved the incurrence of expenditure of Rs.42.60 Million for procurement of transport through M/s Hino Pak Motors as per the codal formalities as prescribed under SPPRA Rules, 2010.										
24	Agenda Item No. 7.1 Enterprise Resource Planning (ERP) Software	The Board approved the award of contract to M/s Sapphire at estimated cost of Rs.13.00 Million for purchase of software and implementation of ERP Solution (Oracle E-Business Suite) and electronic Document Management System at the best evaluated bid price.										
25	Agenda Item No. 8 Public Private Partnership (PPP):	<p>The Board in principle approved following 04 proposals under PPP:</p> <table data-bbox="667 1473 1380 1825"> <thead> <tr> <th></th> <th style="text-align: right;">Estimated Cost</th> </tr> </thead> <tbody> <tr> <td>(i) The Hunar Foundation</td> <td style="text-align: right;">(80.00 Million)</td> </tr> <tr> <td>(ii) Furniture Pakistan</td> <td style="text-align: right;">(27.00 Million)</td> </tr> <tr> <td>(iii) Pakistan Chemical & Energy Sector Skill Development Company (PCESSDC)</td> <td style="text-align: right;">(30.00 Million)</td> </tr> <tr> <td>(iv) School of Nursing, Community Midwifery and Health Technicians</td> <td style="text-align: right;">(25.00 Million)</td> </tr> </tbody> </table> <p>The Board desired that the prospective partners may be asked to give a comprehensive presentation on various aspects of the proposal.</p>		Estimated Cost	(i) The Hunar Foundation	(80.00 Million)	(ii) Furniture Pakistan	(27.00 Million)	(iii) Pakistan Chemical & Energy Sector Skill Development Company (PCESSDC)	(30.00 Million)	(iv) School of Nursing, Community Midwifery and Health Technicians	(25.00 Million)
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S. No.	Agenda Items	Board Decisions
26	Agenda Item No. 9.1 Equivalence of DAE to F. Sc. (Pre-Engineering):	The discussion on the agenda item was deferred due to paucity of time.
27	Agenda Item No. 9.2 B. Tech courses at Habib College of Technology, Nawabshah, Government Polytechnic Institute, Larkano and Saifee College, Karachi	- do -
28	Agenda Item No. 9.3 Establishment of Quality Enhancement Cell on HEC Model	- do -
29	Agenda Item No. 9.4 Establishment of 03 Staff Training and 03 Career Counseling Centers	- do -
30	Agenda Item No. 9.5 Exhibition to highlight the work of TEVT Institutions	- do -
31	Other Agenda Items 1. The provision in STEVTA Act, 2009 and SBTE Ordinance 1970	<p>The Chairman Sindh Board of Technical Education (SBTE) pointed out some provisions relating to Curriculum Development as a part of SBTE Ordinance 1970 and asserted that curriculum is the domain of SBTE. Further he also pointed out that the certification of BBSYDP is not being done through SBTE and according to him it also falls in the domain of SBTE. The Managing Director, STEVTA clarified that the certification of Vocational Training courses falls in the domain of Trade Testing Board working under STEVTA.</p> <p>In order to resolve the issue, the Board decided to constitute a committee comprising of equal members from STEVTA and SBTE and then to refer the matter to Law Department for removal of anomalies (if any) through amendment in STEVTA Act (if required).</p>
32	2. Technical Trainings other than traditional trainings	<p>The Secretary, Education & Literacy Department / Member STEVTA Board observed that due to great employability potential in New Zealand, Australia and other eastern Europe countries for specialized trades such as Automated Dairy & Butchery Machines, Hotel Management etc. such trainings may also be imparted by STEVTA.</p>

5. The meeting ended with vote of thanks from and to the Chair.

The proceedings of follow up meeting for presentations dated 11th August, 2010:

The follow up presentation meeting of the 5th STEVTA Board Meeting was attended by the following members:

S. No.	Name	Designation
1	Mr. Naseer Jamali	Secretary, Labour (presided as Chairman)
2	Mr. Sohail Wajahat Siddiqui	M.D. (Siemens)
3	Mr. Tahir Jawed	Vice President HR and PA Engro Chemicals
4	Mr. Muhammad Aslam Ghauri	Director NAVTEC
5	Ms. Mariam Ibrahim	Deputy Secretary, Social Welfare
6	Mr. Aijaz Ahmed Memon	Section Officer, Finance Department
7	Mr. Abdul Wahid Uqaily	Managing Director, STEVTA

The meeting started with the recitation from Holy Quran. The Managing Director apologized on behalf of Chairman / Minister, STEVTA who could not attend the presentation meeting due to his assigned duties at Hyderabad in connection with expected floods in Sindh. The Managing Director requested Secretary (Labour Department), being the senior most official to preside over the meeting.

The presentations on the following agenda items of the 5th Board Meeting were given to the members by Managing Director / Secretary, STEVTA Board and various prospective partners under Public Private Partnership (PPP). Following decisions were made:

S. No.	Agenda Items	Board Decisions
01	Agenda Item No. 6.2 Establishment of 10 Model Institutions at estimated cost Rs.310.04 Million	The board approved the 10 Model Institutions project subject to fulfillment of codal formalities under SPPRA Rules, 2010.
02	Agenda Item No. 6.4 Rehabilitation of 04 Government Colleges of Technology	The item was approved in principle. However, the Board desired to give a detailed presentation in next Board Meeting.
03	Agenda Item No. 8 Public Private Partnership (PPP):	(i) <u>The Hunar Foundation (80.00 Million)</u> The Board approved the proposed project despite the apprehensions raised by Regional Director, NAVTEC on expected high cost of trainings. The 80% of the capital costs will be financed by STEVTA and 20% by M/s The Hunar Foundation. The complete modalities of the project as well as financial due diligence will be the responsibility of Managing Director, STEVTA. (ii) <u>Furniture Pakistan (27.00 Million)</u> The Board approved the proposed project subject to the condition that STEVTA will only invest 20% of capital costs and zero operational costs. The Board Members also observed that M/s Furniture Pakistan must emphasize on craftsmanship which has greater earning potential abroad than mass production. The complete modalities of the project as well as financial due diligence will be the responsibility of Managing Director, STEVTA.

S. No.	Agenda Items	Board Decisions
		<p>(iii) Pakistan Chemical & Energy Sector Skill Development Company (PCESSDC) (30.00 Million) The Board pointed out that the proposed joint venture project has very high capital costs. The Board also pointed out that the project being in construction phase, may not bring immediate benefits to the public at large. Besides, at the present locations, it will be very difficult to get and retain qualitative faculty. Therefore, the Board desired that before committing funds, the proposed partners may give a comprehensive presentation on the sustainability of the project in the next Board Meeting.</p> <p>(iv) HANDS – School of Nursing, Community Midwifery and Health Technicians (25.00 Million) The Board approved the project subject to the condition that the proposed school be affiliated with Aga Khan School of Nursing. The 100% capital cost of the project would be paid by STEVTA. However, the management services would be provided by HANDS.</p> <p>(v) Sukkur IBA The Board desired that the Sukkur IBA give a detailed presentation on the sustainability of the project after the initial capital investment by STEVTA.</p> <p>(vi) Rangoonwala Trust The Board desired that a comprehensive presentation containing specific cost estimates for the proposed / identified institute may be given to the Board in the next Board Meeting.</p>
	<p>Agenda Item No. 3.2 Interactive Distance Learning</p>	<p>M/s Phonecast (Pvt.) Ltd. given detailed presentation about introduction of proposed facility of Interactive Distance Learning in TEVT Institutions. The Board emphasized the sustainability of the system and advised that STEVTA should prefer for availing facility of Interactive Distance Learning system against reasonable payment rather than procuring system / package from M/s Phonecast. The system will require up-gradation / replacement very frequently due to technological innovation. Therefore, M/s Phonecast were requested to review the proposal and submit a fresh offer. If necessary, they may be asked to revise their proposal or Managing Director may ascertain if the proposal may be accepted despite capital cost involved on recurrent basis.</p>

The meeting ended with vote of thanks from and to the Chair.

(Abdul Wahid Uqaily)
Managing Director /
Secretary, STEVTA Board