



**SINDH TECHNICAL EDUCATION &  
VOCATIONAL TRAINING AUTHORITY.**

**( S. TEVTA )**

**WORKING PAPER.**

**3<sup>rd</sup> MEETING OF BOARD OF DIRECTORS.**

**14<sup>th</sup> March, 2009.**

**SINDH TECHNICAL EDUCATION &  
VOCATIONAL TRAINING AUTHORITY  
(STEVTA)**

**Agenda for 3<sup>rd</sup> Meeting of Board of Directors**  
**Scheduled to be held on 14<sup>th</sup> March, 2009.**

**Agenda Items.**

1. Welcome remarks by Chairman S.TEVTA.
2. Introduction of Board & Co-opted members
3. Review and confirmation of the minutes of last meeting held on 31<sup>st</sup> January, 2009.
4. Cabinet decision about STEVTA and presentation of Sindh Ordinance No. XVII of 2007 & suggested amendments.
5. Presentation by Directors, Technical Education, Labour & Manpower and Social welfare Departments regarding their Organizations.
6. Approvals from Board of Directors regarding;
  - A. Organogram and interim setup of STEVTA Head Office & 05 Regional Offices at Karachi, Hyderabad, Mirpurkhas, Sukkur and Larkana.  
(Phase-I, Phase-II & Phase-III)
  - B. Budget of current financial year.
  - C. Chairman's Honoraria and perquisites
  - D. Annual Development Schemes under block allocation of Rs.560 (M)  $\pm$ 15%
    - i. Rehabilitation of GCT Hyderabad. Rs.113.288 (M)
    - ii. Strengthening existing lab facilities of GCT Khairpur. Rs.154.255 (M)
    - iii. Head Quarter STEVTA Rs.102.820 (M)
    - iv. Establishment of Polytechnic at Bin Qasim Town Rs.174.126 (M)
    - v. Establishment of Vocational Inst. at Bin Qasim Town. Rs. 34.111 (M)
    - vi. Establishment of Petroleum Tech.Training Inst. Khairpur Rs. 66.9 (M)  
Rs.645.5 (M)
7. Any other item with the permission of Chairman.

**WORKING PAPER OF THE 3<sup>rd</sup> MEETING OF BOARD OF  
DIRECTORS, SINDH TECHNICAL EDUCATION &  
VOCATIONAL TRAINING AUTHORITY.(STEVTA)**

**Agenda item 1.**

**Welcome remarks by Chairman S.TEVTA.**

The Chairman Sindh Technical Education and Vocational Training Authority, will welcome to the Members in 3<sup>rd</sup> meeting of the Board and will inform the members regarding the purpose of convening the meeting.

## **Agenda item 2.**

### **Introduction of Board & Co-opted members**

All the Members are requested to give their brief introduction to the Board.

## Agenda item 3.

### Review and confirmation of the minutes of last meeting held on 31<sup>st</sup> January, 2009.

#### SUB: MINUTES OF 2<sup>ND</sup> MEETING OF BOARD OF DIRECTORS STEVTA.

The 2<sup>nd</sup> meeting of Board of Directors Sindh Technical Education vocational Technical Authority was held on Saturday the 31<sup>st</sup> of January, 2009 at 11.00 a.m. in the Committee Room of BBSYDP, state life building No.3, Karachi, under Air Marshall (Retd) Riazuddin Shaikh Chairman S.TEVTA.

2. The list of the participants is attached.
3. The meeting started with the recitation of Holy Quran. The chair welcomed the participants and briefed about the purpose of meeting. After that the Agenda Items were taken one by one and all the members fully participated in discussions and shared their valuable inputs for effective functionalization of the Authority, and detailed deliberations were made.
4. The following decisions were arrived unanimously.

S.No.	Agenda items	Board Decisions
01	<b>Agenda item No.2</b> Review and confirmation of the minutes of last meeting held on 23 <sup>rd</sup> Sep, 2008.	The minutes of the last meeting were reviewed and confirmed.
02	<b>Agenda item No.3</b> Progress Report of S.TEVTA to date.	The Board was satisfied with the progress of the Authority and suggested to submit the progress report on the following format. Name of activity, action taken & status of assignment.
03	<b>Agenda item No.4</b> <b>Approval of Minutes of three committees.</b> <ul style="list-style-type: none"><li>a) H.R Committee.</li><li>b) Finance Committee.</li><li>c) Draft Act Writing Committee.</li></ul> (Amendment Proposed for this Para at <u>page 7</u> )	<p>The Board advised to review the recommendations of H.R Committee by reorganizing the organogram of the Authority and addition of Regional Directorates.</p> <p>HR hiring of the skeleton staff to functionalize the STEVTA head quarter was approved.</p> <p><u>Regarding Pay structure for the interim period, it was decided that for deputationists National Pay Scales with 20% deputation allowance plus 20% Authority allowance on running pay be adopted.</u> For contractual staff of the Authority the pay package be negotiated person to person according to their job description, as proposed by Finance</p>

		<p>Committee.</p> <p>The Board approved the recommendations of Finance Committee and Draft Act Writing Committee.</p>
04	<p><b>Agenda item No.5</b></p> <p>Submission of Base Line Physical Survey Report / Presentation of Executive Report.</p>	<p>The Board was satisfied with baseline survey work conducted by Authority and suggested to complete the survey of remaining 26% institutions. The Board further suggested that, on the basis of data all the institutions be categorized as institutions with;</p> <ul style="list-style-type: none"> <li>i. Optimum Performance.</li> <li>ii. Adequate Performance</li> <li>ii. Inadequate Performance.</li> </ul> <p>For completing the above task, Contract services of Engr. Raja Ghulam Hussain Consultant STEVTA be extended for further six months, w.e.f 22<sup>nd</sup> February 2009.</p>
05	<p><b>Agenda item No.6</b></p> <p>Approvals from Board of Directors regarding;</p> <ul style="list-style-type: none"> <li>8. Appointment of Managing Director and other staff.</li> <li>9. Purchase of Vehicles for S.TEVTA.</li> <li>10. Hiring of S.TEVTA Office on rental basis.</li> <li>11. Investment of S.TEVTA funds in Banks on Short Term return basis.</li> <li>12. Regularization of Expenditure. <ul style="list-style-type: none"> <li>1. T.A Bills.</li> <li>2. Salary Bills.</li> <li>3. Miscellaneous Expenditure.</li> </ul> </li> </ul>	<p>The Board approved the appoint of Managing Director, purchase of vehicles for the Authority, hiring of STEVTA Office on rental basis, Investment of Authority's funds in National Bank of Pakistan on short term return basis.</p> <p>The Board further advised that complete budget for 2008-09 &amp; Organogram of the Authority be prepared and got approved in the next meeting.</p>
06	<p><b>Agenda item No.7</b></p> <p>Taking over Administrative Control of GCT Khairpur and establishment of PTI at Khairpur.</p>	<p>The Board approved the taking over Administrative control of GCT Khairpur for smooth functioning &amp; effective implementation of PTI Project.</p>
07	<p><b>Agenda item No.8</b></p> <p>Offer of German Government Assistance &amp; World Bank.</p>	<p>The Board appreciated the offers of German Government &amp; World Bank.</p>
08	<p><b>Agenda item No.9</b></p> <p>Any other item with the permission of Chairman.</p>	<p>No other item was considered.</p>

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

Approved by Chairman S.TEVTA

Dated 11.02.2009

## **Proposed amendment in the minutes of 2<sup>nd</sup> meeting of the Board.**

Under agenda item No. 4, it was decided that, for deputationists, National Pay Scales with 20% deputation allowance plus 20% Authority allowance on running pay be adopted.

On detailed calculation it was revealed that this package did not compare favorably with other organizations, and therefore would not attract qualitative manpower from Government Sector. Hence the following package in the name of “Head Quarter Allowance”, instead of 20% Authority Allowance, in addition to deputation allowance is proposed.

B-20-22	Rs. 40,000/=	pm + 20% deputation allowance
B-19	Rs. 30,000/=	- -do-
B-18	Rs. 20,000/=	- -do-
B-17	Rs. 15,000/=	- -do-
B-16	Rs. 7000/=	- -do-
B-10-14	Rs. 6000/=	- -do-
B-05-09	Rs. 3000/=	- -do-
B-01-04	Rs. 2000/=	- -do-

The Board members are requested to confirm the minutes of last meeting and approve the proposed amendment in the minutes of last meeting.

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## **Agenda item 4.**

### **Cabinet decision about STEVTA and presentation of Sindh Ordinance No. XVII of 2007 & suggested amendments.**

A summary was floated to Sindh Cabinet for taking over the administrative control of all TEVT institutions from Provincial & District Governments. In the meeting it was revealed that the Ordinance No. XVII of 2007 of STEVTA (F/A), which was promulgated earlier has been protected under the Presidential Order of 3<sup>rd</sup> November, 2007 and has already become a law and under Section 15(1) of the Ordinance, the Authority has been empowered to take over the administrative & functional control of all the Technical Education and Vocational Training Institutes/ Centres operating in the Province.

The Cabinet in principle has approved the transfer of all the Technical Education and Vocational Training Colleges, Institutions, Schools and Centres working under Education, Labor and Social Welfare Departments and the District Governments to STEVTA as stipulated under Sindh Technical Education Vocational Training Authority Ordinance 2007, and allowed to proceed for amendment in the Ordinance No. XVII of 2007, to bring more private participation.

The Board is requested to constitute a committee for drafting the amendments in STEVTA Ordinance 2007.



## **Agenda item 5.**

### **Presentation by Directors, Technical Education, Labour & Manpower and Social welfare Departments regarding their Organizations.**

The Directors will give presentation on the existing scenario of their organizations, regarding organogram, sanctioned & working strength of the Directorate and District offices, Category wise No. of institutions, Intake & enrollment capacity, sanctioned & working manpower (Teaching & Non teaching) of the institutions and the current budget of Directorates, District Offices and institution(Development & Non-Development).

They will also give their recommendations regarding functionalization of the STEVTA.

## **Agenda item 6.**

### **Approvals from Board of Directors regarding;**

#### **6.A 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 Organogram of interim setup of the Authority Head Quarter and its 05 Regional Offices is annexed as **F/B** and **F/C**. In the 1<sup>st</sup> phase, Chairman and the Managing Director's Secretariat, in 2<sup>nd</sup> phase, two Regional Directorates at Hyderabad & Sukkur and in 3<sup>rd</sup> phase, three more Regional Directorates at Karachi, Mirpurkhas and Larkana will be established.

The Board members are requested to approve the proposed interim setup and the Organogram of the Authority.

## **6.B      Budget of current financial year.**

The detailed Budget of the Authority for current fiscal year is formulated and is annexed as **F/D**. The salient features of the budget are as follows;

Pay and Allowances including TA	Rs. 13,940,000/-
Research & survey	Rs. 2,500,000/-
Operating Expenses	Rs. 21,513,000/-
Retirement Benefit to Civil Servant s	Rs. 400,000/-
Procurement of Assets	Rs. 26,159,000/-
Investment in NBP (TDR)	Rs.135,000,000/-
Repair & Maintenance	<u>Rs. 488,000/-</u>
<b>Total Amount</b>	<b>Rs.200,000,000/-</b>

## **6.C Chairman's Honoraria and Perquisites**

The Chairman STEVTA will have the status of BPS-22 and will be entitled to the following provisions / perquisites: -

1. Office accommodation duly equipped along with staff as per organogram and all office expenses.
2. Full time guards at residence.
3. Office and residential telephone with mobile / telephone facilities.
4. Staff Car / Jeep with Driver, Petrol and its maintenance for official tours and duty.
5. Accommodation in Five Star hotels, travel in business class and Daily Allowance as admissible under the rules and entertainment allowance.
6. Honorarium of Rs. 30,000/- per month.
7. Reimbursement of medical expenditure in respect of Chairman and his entitled family members.

## **6.D Annual Development Schemes under block allocation of Rs.560 (M) $\pm 15\%$**

- |  |                |
|--|----------------|
| i. Rehabilitation of GCT Hyderabad.                        | Rs.121.893 (M) |
| ii. Strengthening existing lab facilities of GCT Khairpur. | Rs.160.722 (M) |

iii. Head Quarter STEVTA	Rs.104.064 (M)
iv. Establishment of Polytechnic at Bin Qasim Town	Rs.121.890 (M)
v. Establishment of Vocational Inst. at Bin Qasim Town.	Rs. 35.343 (M)
vi. Establishment of Petroleum Tech.Training Inst. Khairpur	<u>Rs. 69.039 (M)</u>
	Rs.612.951 (M)

### **6.D.i Rehabilitation of GCT Hyderabad. Rs.121.893 (M).**

GCT Hyderabad was established in 1962-63, to offer 3 years Diploma of Associate Engineers Course (DAE) in Civil, Electrical, Mechanical, Auto Diesel and glass & Ceramics. Later on Electronics Technology was introduced. In 1974 scheme of 04 years B.Tech. in Electrical, Mechanical and Civil was introduced with out addition of building and training equipments. The condition of College building, residential quarters and internal roads is very poor. The equipments in Concrete Laboratory, General Electrical Engineering & Machine Laboratory and Material Testing Lab is required. The PC-1 is prepared by Director Technical Education Sindh.

#### **Project Cost Estimates**

i. Civil Works.....	Rs. 91.843 (M)
ii. Consultancy & Monitoring Charges 5%.....	Rs. 4.592 (M)
iii. Concrete Lab.....	Rs. 9.635 (M)
iv. General Electrical Engineering & Machines Lab.....	Rs. 9.443 (M)
v. Material Testing Lab.....	<u>Rs. 6.380 (M)</u>
	Total Rs.121.893 (M)

### **6.D.ii. Strengthening existing lab facilities of GCT Khairpur. Rs.160.722 (M)**

Khairpur Polytechnic Institute now Govt. College of Technology, Khairpur was established in the year 1965-66 to offer 3-year Diploma of Associate Engineer courses in Civil, Electrical, Mechanical, Auto & Farm and Refrigeration & Air-conditioning Technology in the Morning and Double Shift Programs. Subsequently B.Tech Program courses in Civil / Electrical and Mechanical Technologies were introduced from 1974, with out addition of building and training equipments. Now the condition of College building, residential quarters and internal roads has become very poor. The equipments in following laboratories is required. The PC-1 is prepared by Director Technical Education Sindh.

#### **Project Cost Estimates**

i. Civil Works.....	Rs. 62.195 (M)
ii. Consultancy & Monitoring Charges 5%.....	Rs. 3.109 (M)

ii.	Soil Mechanic & Highway .....	Rs.	8.496 (M)
iii.	Surveying Laboratory.....	Rs.	0.608 (M)
vi.	Concrete Lab / Material Testing .....	Rs.	12.418 (M)
vii.	Drawing Lab.....	Rs.	1.023 (M)
viii.	Electronics Laboratory.....	Rs.	5.907 (M)
ix.	Instruments & Control Laboratory.....	Rs.	6.93 (M)
x.	General Electrical Engineering \ Mechanical Lab.....	Rs.	6.208 (M)
xi.	Manufacturing / Fabrication Lab.....	Rs.	3.863 (M)
xii.	Fluid Mechanics & Hydraulic Lab(Civil).....	Rs.	5.67 (M)
xiii.	Fluid Mechanics / Hydraulic Lab. (Mech).....	Rs.	6.75 (M)
xiv.	Material Testing \ & Heat Treatment Lab.....	Rs.	5.663 (M)
xv.	Thermodynamics Lab.....	Rs.	6.15 (M)
xvi.	Office Equipment.....	Rs.	1.00 (M)
xvii.	Transport.....	Rs.	10.00 (M)
xviii.	Library Books.....	Rs.	3.00 (M)
xix.	Furniture & Fixture.....	Rs.	0.93 (M)
xx.	Staff Development.....	Rs.	1.16 (M)
<b>Total</b>		<b>Rs.</b>	<b>160.722 (M)</b>

### **6.D.iii. Head Quarter STEVTA Rs.104.064 (M)**

Government of Sindh has established S.TEVTA in the month of August 2008, an autonomous Authority to streamline the Technical Education & Vocational Training in the Province by merging all the Institutions of three Departments under one umbrella.

To functionalize the Authority, its Secretariat is to be established at Karachi in a secure area, where the Foreigners/ Donors and the renowned Industrialists would be visiting, to accommodate about 60-70 Officers/ Officials of the Authority. The H.Q will comprise of the Auditorium, Boards Meeting Hall, Two Committee rooms, Executive Offices, Work Stations and other necessary facilities. The PC-1 is prepared by the Consultant STEVTA.

#### **Project Cost Estimates.**

i.	Building Construction.	Rs.	25.795 (M)
ii.	Cost of land (Clifton Area), Approx.	Rs.	65.000 (M)
iii.	Cost of furniture/ sound system.	Rs.	4.050 (M)
iv.	Office Equipments.	Rs.	7.975 (M)
v.	Consultancy and Monitoring 5%	Rs.	1.290 (M)
<b>Total</b>		<b>Rs.</b>	<b>104.064 (M)</b>

### **6.D.iv. Establishment of Polytechnic at Bin Qasim Town Rs. 121.980 (M).**

In Cattle Colony, Ibrahim Hyderi, Zaffar Town, and Marvi Goth of Bin Qasim Town Karachi, there is no any technical institute to offer technical

education and vocational training to the youth of the area. The Chief Minister Sindh has desired to establish a Polytechnic Institute in Bin Qasim Town with two technologies i.e. Chemical and Mechanical technology.

#### **Project Cost Estimates in Million**

i.	Civil Works	Rs. 91.862
ii.	Consultancy & Monitoring Charges 5%	Rs. 4.593
iii.	Science Laboratory.	Rs. 0.197
iv.	Furniture & Fixture	Rs. 1.276
v.	Office Equipment	Rs. 0.688
vi.	Computer Software Lab.	Rs. 21.49
vii.	Cost of Installation.	Rs. 0.250
viii.	Cost of Library Books.	Rs. 0.250

#### **CHEMICAL TECHNOLOGY**

ix.	Drawing Laboratory	Rs. 1.063
x.	Wiring Laboratory	Rs. 0.791
xi.	Welding Shop.	Rs. 0.116
xii.	Plumbing Laboratory.	Rs. 0.190
xiii.	Chemistry Laboratory.	Rs. 0.217
xiv.	Instrument Method Laboratory.	Rs. 1.276
xv.	Unit Operation Lab.	Rs. 3.780
xiv.	Chemical Reagents Lab.	Rs. 0.119

#### **MECHANICAL TECHNOLOGY**

i.	Computer Software Lab.	Rs. 2.149
ii.	Cost of Installation of Equipment	Rs. 0.250
iii.	Cost of Library Books.	Rs. 0.250
iv.	Drawing Laboratory.	Rs. 0.100
vii.	Fitting Shop.	Rs. 0.197
viii.	Welding Shop.	Rs. 0.116
ix.	Wiring Shop.	Rs. 0.701
x,	Drawing Lab.	Rs. 1.063
xi.	Machine Shop	Rs. 4.653
xii.	Foundry Shop	Rs. 1.135
xiii.	Heat Engine & Hydraulic Lab.	Rs. 1.122
xiv.	Machine Tools & Testing Laboratory	Rs. 1.206

**Total Rs. 121.890 (M)**

**6.D.v. Establishment of Vocational Institute for Girls at Ibrahim Hyderi Rs. 35.343 (M).**

In the Bin Qasim Town there is no Govt. Vocational School for Girls at the proposed locations to offer 1 year Certificate and 2 year Diploma in Vocational Training to the female candidates of the town.

Establishment of Govt. Vocational School for Girls at Ibrahim Hyderi in the Bin Qasim Town is feasible having population as per census 1998 is 316,684, (source CDG, Karachi)

As such after obtaining rough cost estimate from works & Services, CDG, Karachi PC-I for the said project has been prepared by the Director Technical Education Sindh at an estimated cost of Rs. 35.343 Million for Establishment of Govt. Vocational Institute for Girls, Ibrahim Hyderi, Bin Qasim Town, Karachi for approval of the competent forum.

**Project Cost Estimates in Million**

<b>S.#</b>	<b>Description</b>	<b>Total Amount</b>
1.	Civil Works	3,13,87,000.00
2.	Consultancy & Monitoring Charges 5%	1569350.00
3.	Office Equipment	4,70,000.00
4.	List of Office / Class Room Furniture	2,60,761.00
5.	List of Workshop / Laboratory Equipment	7,46,360.00
6.	List of Computer Laboratory Equipment	5,17,930.00
	List of Office / Class Room and Library Furniture	3,91,761.00
	<b>TOTAL RS:</b>	<b>3,53,43,350.00</b>

RS. 3, 53, 43,350.00  
OR SAY RS. 35.343 MILLION

**6.D.vi. Establishment of Petroleum Tech. Training Inst. Khairpur Rs. 69.039 (M)**



Sindh is producing 70.77% of the natural gas and 56.36% of oil of Pakistan. The share of provincial population in the jobs in this sector is dismally low for the reason that trained manpower is not available locally.

The polytechnic institutions of the province are producing huge number of three years Diploma Engineers every year in the field of Mechanical, Electrical, Chemical, Electronics, Petroleum, Mining and many other technologies, but do not meet the requirements of E&P Companies working in the Province.

The PTTI will provide, short term, job specific, intensive training to 100 DAE graduates every year in the field of Petroleum, which will enable the pass outs to get jobs in this sector.

**Project Cost Estimates.**

<b>S.#</b>	<b>Description</b>	<b>Total Amount</b>
1.	Civil Works	42.895
2.	Consultancy & Monitoring Charges 5%	2.144
3.	Training Material Aids	3.600
4.	Computer & Accessories	1.400
5.	Transport	6.000
6.	Furnishing	3.000
7.	Petroleum Refinery Lab.	10.000
	<b>TOTAL RS:</b>	<b>69.039</b>

**Rs. 69.039 (M)**

## **Agenda item 7.**

**Any other item with the permission of Chairman.**

### **7.i. Budget**

The budget estimates for next financial year are required to be submitted to the Finance Department Government of Sindh for allocation of funds to the Authority for its smooth functionalization, rehabilitation and repair of existing infrastructure. Following are the minimum budgetary requirements.

#### **Proposed Budget Estimates for 2009-10 (ADP).**

- |                             |  |                       |
|-----------------------------|--|-----------------------|
| i.                          | Rehabilitation and up gradation of some of the existing TEVT Institutes.   | Rs. 600.0 (M)         |
| ii.                         | Up gradation of existing Monotechnic Inst. to level of Polytechnic Institutes of the newly created Districts.                    | <u>Rs. 700.0 (M)</u>  |
| iii.                        | Budget of ongoing schemes 17+6=23<br>Total=Rs. 2737 (M), Releases Rs.517 (M)<br>Upto June 2009.<br>(According to annual phasing) | <u>Rs. 1000.0 (M)</u> |
| <b>Total Rs. 2300.0 (M)</b> |  |                       |

#### **Budget Estimates for 2009-10 (Non Dev).**

- |              |  |                       |
|--------------|--|-----------------------|
| i.           | To carry forward STEVTA Reforms  | Rs. 600.0 (M)         |
| ii.          | Regular Budget of TEVT Inst. & offices of Tech. Education, Labor and Social welfare. | <u>Rs. 1500.0 (M)</u> |
| <b>Total</b> |  | <b>Rs. 2100.0 (M)</b> |

The Board Members are requested to give their suggestions.

## **7.ii Public Private Partnership**

Government of Sindh is encouraging the Public Private Partnership to administer and run the TEVT institutions in befitting manner and make the training job specific.

The Board Members are requested to give their suggestions in finding the suitable partners.

**Sindh Ordinance No. XVII of 2007, issued on 6<sup>th</sup> August, 2007.**

**AN ORDINANCE**

To provide for the establishment of an Authority known as the Sindh Technical Education and Vocational training Authority to regulate technical education and vocational training in the Province.

**WHEREAS** it is expedient to provide for the establishment of an Authority known as the Sindh Technical Education and Vocational Training Authority to regulate technical education and vocational training in close coordination with industry in the Province and for matters connected therewith and ancillary thereto;

**AND WHEREAS** the Provincial Assembly is not in session and the Governor Sindh is satisfied that circumstances exist which render it necessary to take immediate action.

**NOW, THEREFORE**, in exercise of the powers conferred by clause(1) of Article 128 of the Constitution of the Islamic Republic of Pakistan, the Governor of Sindh is pleased to make and promulgate the following Ordinance:-

**CHAPTER-1**  
**Preliminary**

**Short title, commencement and application.**

1. (1) This Ordinance may be called the Sindh Technical Education and Vocational Training Authority Ordinance, 2007.
- (2) It shall extend to the whole of Province of Sindh.
- (3) It shall come into force at once.

**Definitions.**

2. In this Ordinance, unless there is anything repugnant in the subject or context.
  - (a) “authority” means Sindh Technical Education and Vocational Training Authority established under section 3;
  - (b) “autonomous body” means an autonomous body under the control of Government established under any law for the time being in force;
  - (c) “Board” means the Board established under section 5;
  - (d) “Chairman” or “Vice-Chairman” means the Chairman or Vice-Chairman of the Board respectively.

(2)

- (e) “Commission” means the Technical Vocational and Technical Education Commission established under the National Vocational and Technical Education Commission Ordinance 2006 (NAVTEC)
- (f) “Establishment” means any office, firm, industrial unit, undertaking, shop, mine or premises in which such maximum number of workmen as may be notified are employed for the purpose of carrying on any industry.
- (g) “Government” means Government of Sindh
- (h) “Industry” means any business, trade, manufacture, calling, service, employment or occupation.
- (i) “Institution” means a Schools, Colleges, Institutes or centres by whatever name called, imparting Technical Education and Vocational Training set up by Government or autonomous body in the Province and includes any other institution as Government may notify.
- (j) “member” means a member of the Board.
- (k) “prescribed” means prescribed by rules or regulations;
- (l) “rules or regulation” means rules or regulations made under this Ordinance; and
- (m) “technical education and vocational training” means technical education and training in any professional skill, trade, calling or occupation.

## **CHAPTER-11**

### **Establishment of the Authority**

- 3. (1) Government may, by notification in the official gazette, establish an Authority to be called the Sindh Technical Education and Vocational Training Authority (STEVTA);
- (2) The headquarters of the Authority shall be at Karachi and it may establish regional offices at such place as it may deem fit.

(3)

- (3) The Authority shall be a body corporate having perpetual succession and a common seal, with power subject to the provision of this Ordinance, to acquire, hold and dispose of property, both moveable or immovable, and shall by the said name sue and be sued;
- (4) The functions of the Authority shall be as follows:-
- (i) to formulate technical education and vocational training policies and plans in collaboration with NAVTEC towards the objective of strengthening and bringing these programs in consonance with current industry requirements.
  - (ii) to facilitate establishment of institutional linkages with the industry for ensuring that the multiple technical education and skill development programs are aligned to current industry and market needs both nationally and internationally.
  - (iii) to evolve and implement Technical Education and Vocational Training Programs including their curriculum; standards and testing criteria.
  - (iv) to provide policy direction and facilitate resources including financial; manpower resources for the Technical Education and Vocational Training programs.
  - (v) to evolve policy framework for the institutional structure; human resource management policies including; recruitment; promotion; placement; staff development; staff benefit schemes.
  - (vi) to undertake restructuring of the technical education and vocational training institutions including their merger; closure; overhaul; up gradation towards the objective of unfolding a cohesive; rational and effective institutional framework in the province.
  - (vii) to monitor and evaluate Technical Education and Vocational Training programs in terms of their effectiveness and ability to cater to market needs and facilitation of skilled manpower in the province.

(4)

- (viii) to facilitate public private collaborations for furtherance of technical education and vocational training.
- (ix) to make provisions for mandatory practical training for the students of Polytechnic; Monotechnic; trainees of Vocational Training centres and Colleges of Technologies in the Industry and.
- (x) to do other acts necessary for carrying out the purposes of this ordinance.

## **CHAPTER-11I**

### **Management and Administration of the Authority**

5. (1). The general directions, all matters of policy and constitution of administration of the Authority and its affairs shall vest in a Board which may exercise all powers, perform all functions and do all acts and things which may be exercised, performed or done by the Authority.
- (2) The Board shall comprise of the following:
- |  |               |
|--|---------------|
| (a) Chief Minister (Private Sector) Sindh.                           | Chairman      |
| (b) Chief Secretary, Sindh (or nominee).                             | Vice Chairman |
| (c ) Secretary Labour, Industries.                                   | Member.       |
| (d) Secretary Finance.   | Member        |
| (e) Secretary Education & Literacy.                                  | Member        |
| (f) Four representatives from Industries                             | Member        |
| (g) Representative from the NED<br>University of Engg: & Technology. | Member        |
| (h) Representative of the Commission.                                | Member        |
| (i) Managing Director.   | Member        |

(5)

(3) The Managing Director shall act as Secretary of the Board.

(4) The representatives from the Industry will be broad based and nominated by Government in consultation with various representative bodies of business and industry in the private sector who have experience in the area of technical education and vocational training.

(5) The Board may co-opt any person as a member of the Board for such period as deemed fit.

(6) A member appointed from the private sector shall hold office at the pleasure of Government initially for a period of three years on such terms and conditions as Government may determine, but no such member shall be removed unless a complaint in writing is made by the board and the member concerned is afforded an opportunity of being heard.

(7) A member from the private sector may by writing in his hand, addressed to the **Government**, resign his office.

(8) The Board in the discharge of its functions shall be guided by such directions as Government may give to it from time to time

6. (1) The meetings of the Board shall be regulated by regulation but until regulations are framed the meetings shall be held as and when required by the Chairman or in his absence Vice Chairman at the time and place as the Chairman or as the case may be Vice Chairman may determine; provided that the meeting shall be held once in a quarter.

(2) Five members shall constitute a quorum for a meeting.

(3) The members shall have reasonable notice of the time and place of the meeting and matters on which a decision by the Board shall be taken in such meeting.

(4) The decision of the Board shall be taken by the majority of its members present and, in case of a tie, the person presiding over the meeting shall have a casting vote.

(5) The decisions of the Board shall be recorded in writing and shall be signed by the Managing Director.



7. The Board shall;-

- (a) provide the over all directions in respect of the technical education and vocational training and based on the policies and for the purpose approve plans, programs and projects;
- (b) Provide policy framework for creating institutional linkages with Industry both for evolving market linked programs in the technical education and vocational training institutions and for facilitating placement of the technical education graduates / trained manpower in industry;
- (c) approve proposals relating to the financial management and fiscal resources of the Authority including proposals for grants; budgets; transfers to various institutions;
- (d) Approve matters relating to organizational structure of the technical training and vocational training institutions including Authority's policies on Human Resources Management;
- (e) Oversee the implementation of programs and undertake their evaluation for determining their effectiveness through in house and outsourcing,
- (f) approve policies relating to public private partnership for establishment or management of technical education and vocational training; and
- (g) regulate quality control for implementation of skill standards, syllabus, trade testing and certification of technical education and vocational training institutions.

8. (1) There shall be a full-time Managing Director of the Authority appointed by Government on such terms and conditions as it may determine.

(2) The Managing Director shall be an eminent professional of known integrity and competence having experience of public or private sector management especially in the context of managing human resources, financial management, program implementation and may additionally have technical understanding of demands of industry and market in terms of manpower skills and competence.

(7)

(3) The Managing Director shall be paid such salary and allowances as may be determined by the Authority with the approval of Government but his salary and allowances shall not be varied to his disadvantage during his term of office.

(4) The Managing Director shall, at the pleasure of Government, have a term of three years and shall be eligible for reappointment for more than one term on the basis of his performance; provided that the Board on a complaint regarding the performance of the Managing Director or otherwise reduce his term or as the case may be terminate his services.

(5) The Managing Director may, at any time, resign his office by writing under his hand addressed to the Chairman.

9. The Managing director shall have power and responsibility to;-
  - (a) exercise administrative control over the day to day functioning of the Authority, including management, financial management, human resource management and management of academic affairs;
  - (b) run the affairs of the Authority for attaining the objectives of the Authority through the executive tier placed under therein;
  - (c) prepare the annual report of the Authority of the Board;
  - (d) perform such functions and exercise such powers as he Board may delegate to him; and
  - (e) act on behalf of the authority, in any emergency, subject to the obligation to report such action to the Board at its next meeting and to seek the Board's ratification of any action so taken.
10. There shall be established a full-fledged organizational tier of the Authority under the Managing Director in such manner and with such cooperation and functions as may be prescribed by regulations.
11. The Board may set up such administrative and technical committees for the efficient performance of its functions as may be necessary and entrust to the committees such functions as it may consider necessary.

## **CHAPTER-1V**

### **FUNDS**

12 (1) There shall be a Fund to be known as the Sindh Technical Education and Vocational Training Authority (STEVTA) Fund and shall best in the Authority with powers to manage and operate it.

(2) All receipts of the Authority from any source whatsoever including annual grants from the Government shall be credited to the fund.

(3) Government shall provide annual grants to the Authority for carrying out the purposes of this Ordinance.

(4) The Authority may receive grants from other sources including private sector.

(5) The Authority may invest its funds in investment schemes including Government securities for raising funds.

(6) The fund shall be managed and operated in the manner as may be prescribed by rules.

13. (1) The Authority shall maintain accounts of receipts and expenditure in accordance with rules.

(2) The Authority would maintain an internal Audit Division which would regularly undertake institutional internal checks and controls.

(3) The Accounts of the Authority shall be annually audited through external Chartered Accountant firm approved by Government and the report of the Chartered Accountant along with audited account be presented to Government.

14. The Authority may, create posts, appoint such officers, advisors, consultants, and employees as it considers necessary for the efficient performance of its functions in such manner and on such terms and conditions as may be prescribed by rules.

15. (1) The Authority shall take over all the technical education and vocational training institutions in the Province to run and control such institutions in accordance with this Ordinance.

(2) The employees of the institutions taken over by the Authority under sub-section (1) shall be transferred by Government for service under the Authority on the terms and conditions as may be determined by Government but such terms and conditions shall not be less favorable than those admissible to them immediately before their transfer to the Authority.

(3) The service rendered by such employees shall be deemed to be the service rendered in the Authority.

(4) Pension, gratuity and other service benefits admissible to such employees including the employees who retired or died while serving in relation to an institution before the commencement of this Ordinance shall be the responsibility of the Authority.

(5) The employees transferred under sub-section (1) shall cease to be employees of Government and would become the employees of the Authority and shall be governed by rules and regulations applicable to other employees of the Authority.

(6) Government shall in accordance with the relevant rules contribute to the pension gratuity in respect of such employees for the period they serve the Government and transfer their provident fund to the Authority.

16. All properties movable or immovable vesting in and liabilities outstanding against the institution shall become the property and liabilities of the Authority.

## **CHAPTER-V**

### **MISCELLANEOUS**

17 (1) The Authority shall submit an annual report to Government in respect of its activities and furnish such information as and when required by Government.

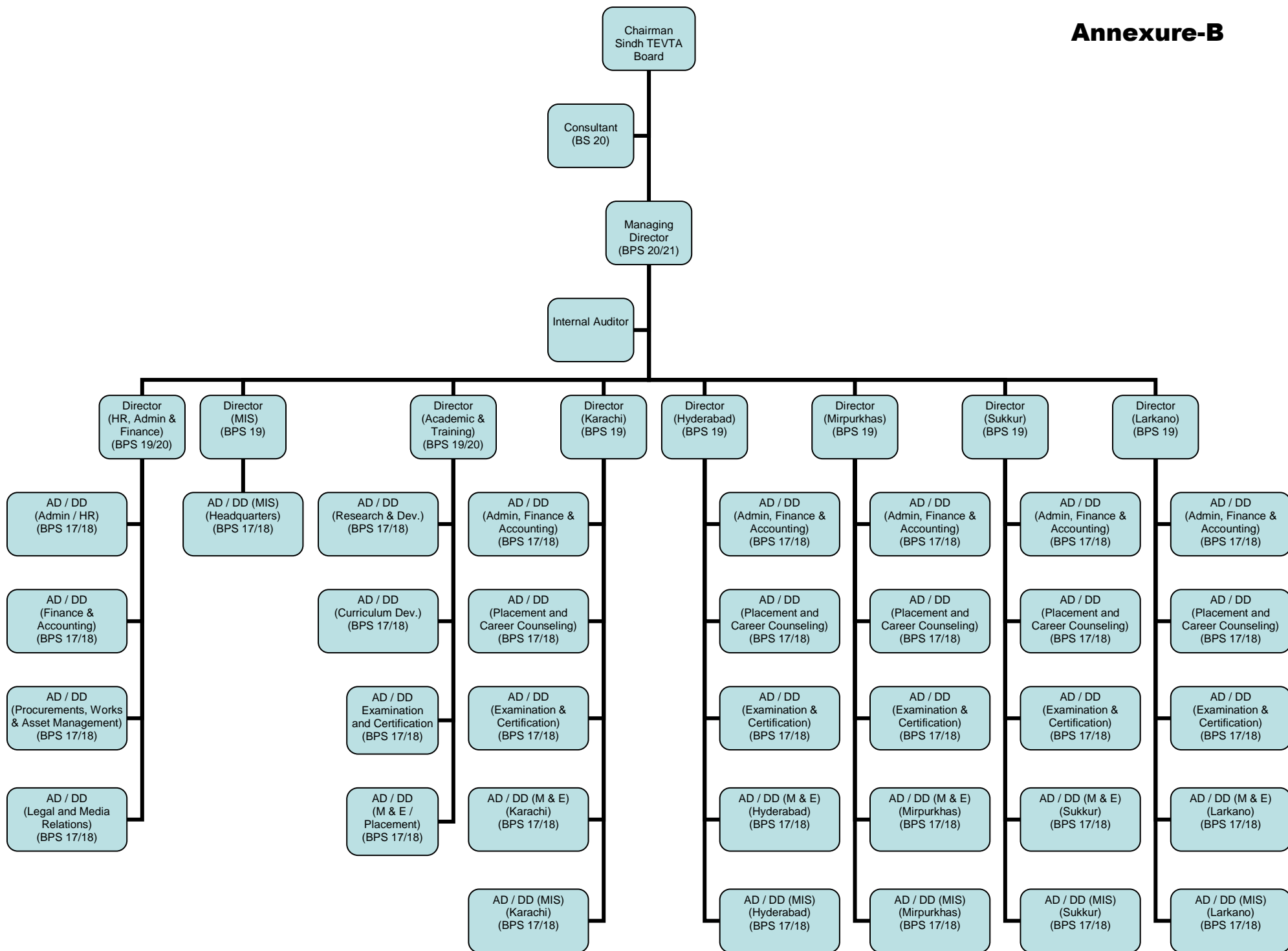
(2) The Authority shall post important information and programmes on its website.

18. Government may, by notification in the official gazette, exempt either conditionally or unconditionally any establishment or class or establishments or any institution from all or any of the provisions of this Ordinance.
19. Every employee of the Authority including officers, advisors and consultants and every person acting or purporting to act under this Ordinance, rules and regulations shall be deemed to be a public servant within the meaning of section 21 of the Pakistan Penal Code, 1860.
20. The provisions of this Ordinance shall have effect notwithstanding anything to the contrary contained in any other law for the time being in force.
21. No suit, prosecution or other legal proceedings shall lie against Government, the Authority or any person in respect of anything done or purported to have been done in good faith or intended to be done under this Ordinance.
22. Government may *issue executive orders and* make rules for carrying out the purposes of this Ordinance.
23. The Authority may with the approval of Government make regulations not inconsistent with this Ordinance or rules for carrying out the purposes of this Ordinance.
24. If any difficulty arises in giving effect to any of the provisions of this Ordinance, Government may make such order, not inconsistent with the provisions of this Ordinance for removing the difficulty.

**SD/-**  
**(DR. ISHRAT-UL-EBAD KHAN)**  
**GOVERNOR OF SINDH**

**Karachi**  
**Dated: 25/7/07**

## Annexure-B



## **STAFF REQUIREMENT / PHASES OF INDUCTION FOR S.TEVTA**

### **PHASES OF INDUCTION:**

Phase I: Headquarters (Chairman Secretariat, MD Secretariat) and three functional Directorates (MIS / HR, Admin & Finance / Academic and Training)

Phase II: Phase I (Plus) two Regional Directorates

Phase III: Phase I (Plus) Phase II and three additional Directorates.

### **STAFF REQUIREMENTS:**

#### **A. CHAIRMAN'S SECRETARIAT:**

S#	DESIGNATION	GRADE	NO. OF OFFICER
1	Consultant	B-20	01
2	Private Secretary to Chairman	B-17/18	01
3	Protocol Officer	B-16/17	01
<b>Total Officers</b>			<b>03</b>

S#	DESIGNATION	GRADE	NO. OF STAFF
3	Personal Assistant/DPA	B-12	02
4	Driver	B-04	03
5	Helper / Naib Qasid	B-02	02
<b>Total Other Staff</b>			<b>07</b>
<b>Grand Total of 'A'</b>			<b>10</b>

#### **B. MANAGING DIRECTOR'S SECRETARIATE:**

S#	DESIGNATION	GRADE	NO. OF OFFICER
1	Managing Director	B-20/21	01
2	Directors	B-19/20	03
3	Deputy Directors	B-18	06
4	Assistant Directors	B-17	03
4	Internal Audit Officer	B-16/17	01
<b>Total Officers</b>			<b>14</b>

S#	DESIGNATION	GRADE	NO. OF STAFF
5	Auditor	B-14	01
6	D. P. A.s	B-12	12
7	Telephone Operator	B-12	01
8	Store Keeper	B-07	01
9	Dispatch Rider	B-07	02
10	Drivers	B-04	05
11	Helpers / Naib Qasid	B-02	06
12	Gardeners	B-02	02
13	Guards	B-02	04
14	Sanitary Staff	B-02	02
Total Other Staff			36
Grand Total of 'B'			50

**C. STAFF FOR FIVE REGIONAL DIRECTORATES (KARACHI, HYDERABAD, SUKKUR, LARKANO AND MIRPURKHAS):**

S#	DESIGNATION	GRADE	NO. OF OFFICER
1	Regional Directors ( 1 x 5 )	B-19	05
2	Deputy Directors ( 5 x 5 )	B-17/18	25
Total Officers			30

S#	DESIGNATION	GRADE	NO. OF STAFF
3	D. P. A.s ( 5 x 5 )	B-12	25
4	Telephone Operators ( 1 x 5 )	B-12	05
5	Record / Store Keepers ( 1 x 5 )	B-07	05
6	Dispatch Riders ( 2 x 5 )	B-07	10
7	Drivers ( 2 x 5 )	B-04	10
8	Helpers / Naib Qasid ( 3 x 5 )	B-02	15
9	Gardeners ( 1 x 5 )	B-02	05
10	Guards ( 3 x 5 )	B-02	15
11	Sanitary Staff ( 1 x 5 )	B-02	05
Total Other Staff			95
Grand Total of 'C'			125

Grand Total of 'A', 'B' & 'C'			185
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