

# **S.I.T.E. ASSOCIATION OF INDUSTRY**

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## **MINUTES OF THE 1<sup>st</sup> MEETING OF EXECUTIVE COMMITTEE 2017-18 HELD ON TUESDAY, 10<sup>TH</sup> OF OCTOBER, 2017 AT 4:00 P.M. AT THE OFFICE OF S.I.T.E. ASSOCIATION OF INDUSTRY.**

The 1<sup>st</sup> Meeting of Executive Committee 2017-18 of SITE Association of Industry was held on Tuesday, 10<sup>th</sup> of October, 2017 at 4:00 P.M. at the Office of SITE Association of Industry.

### **Present:**

- |    |                             |                       |
|----|-----------------------------|-----------------------|
| 1. | Mr. Muhammad Jawed Bilwani  | President             |
| 2. | Mr. Abdul Rasheed           | Senior Vice President |
| 3. | Mr. Muhammad Saleem Nagaria | Vice President        |
| 4. | Mr. Abdul Hadi              | Member                |
| 5. | Mr. Sanaullah Abdullah      | Member                |
| 6. | Mr. Muhammad Altaf          | Member                |
| 7. | Mr. Naveed Wahid            | Member                |
| 8. | Mr. Muhammad Shoaib         | Member                |
| 9. | Mr. Touseef Ahmed           | Member                |

### **Leave of absence granted to:**

- |     |                    |                   |
|-----|--------------------|-------------------|
| 10. | Mr. Asad Nisar     | Ex-Officio Member |
| 11. | Mr. Suleman Chawla | Member            |
| 12. | Mr. Altaf Hussain  | Member            |

### **Special Invitation**

- |                         |                      |
|-------------------------|----------------------|
| Mr. M. Zubair Motiwala  | Former Chairman      |
| Mr. Salim Moosa Parekh  | Former Chairman      |
| Mr. Junaid Esmail Makda | Former President     |
| Dr. Qazi Ahmed Kamal    | Former Vice Chairman |
| Mr. Junaid M. Siddiq    | Former Vice Chairman |

Mr. Muhammad Jawed Bilwani, President, SITE Association of Industry welcomed all the participants of the meeting.

### **ITEM NO.01 – RECITATION FROM THE HOLY QURAN**

Meeting commenced after the recitation of Verses from Holy Quran by Mr. Muhammad Saleem Nagaria, Vice President, SITE Association of Industry.

**ITEM NO.02 – CONFIRMATION OF THE MINUTES OF THE 2<sup>ND</sup> & 3<sup>RD</sup> MEETINGS OF EXECUTIVE COMMITTEE 2016-17 HELD ON 17-10-2016 AND 19-04-2017 RESPECTIVELY**

Members examined the Draft Minutes of the 2<sup>nd</sup> & 3<sup>rd</sup> Meetings of Executive Committee 2016-17 held on 17-10-2016 and 19-04-2017 respectively. Mr. Muhammad Saleem Nagaria proposed the minutes of both the meetings under review to be adopted and the move was seconded by Mr. Abdul Hadi, and unanimously approved.

**Resolved:**

*“Minutes of the 2<sup>nd</sup> & 3<sup>rd</sup> Meetings of Executive Committee 2016-17 held on 17.10.2016 and 19.04.2017 respectively hereby approved and adopted by the Executive Committee’s Members unanimously.”*

**ITEM NO.03 – TO PASS A RESOLUTION FOR NEWLY-ELECTED OFFICE BEARERS FOR CORRESPONDENCE WITH FINANCIAL INSTITUTIONS**

After taking over the charge by the newly-elected office bearers for 2017-18, formalities for operation of bank accounts of SITE Association of Industry are required to be completed with the concerned banks. Hence, the Executive Committee passed a Resolution for newly-elected office bearers regarding operation of bank accounts w.e.f. 10<sup>th</sup> of October, 2017 in the following manner:

**“RESOLUTION**

It is unanimously **resolved** in the Executive Committee of S.I.T.E. Association of Industry’s meeting held on 10-10-2017 that the following three Office Bearers and Secretary General are authorized w.e.f. **10<sup>th</sup> October, 2017** to operate SITE Association of Industry (S.S.S.S.)’s Islamic Special Premium A/c No. 29313-714-111545, SITE Association of Industry (Fund)’s Islamic Special Premium A/c No. 29313-714-111552 & Habib Islamic Investment Certificates with Habib Metropolitan Bank Limited, IBB, SITE Branch, Karachi, Current A/c No. 20311-714-162704, Islamic Banking A/c No. 29301-714-170545, with Habib Metropolitan Bank Limited, Manghopir Road Branch, Karachi, Current A/c No. 09470044242503 with Habib Bank Limited, SITE Branch, Karachi, Current A/c No. 0120012377 with Allied Bank of Pakistan Limited, SITE Branch, Karachi, A/c No. 010-0148-5 with UBL Ameen Islamic Banking, SITE Branch, Karachi and Cheques etc. will be signed jointly by any two of the following Office Bearers with Secretary General as per new Directives of Director General Trade Organizations, Ministry of Commerce, Government of Pakistan and as per Clause II (V) of Memorandum & Articles of S.I.T.E. Association of Industry, which reads as follows:

“The Signatures of the Secretary General shall be mandatory for operation of all the jointly operated bank accounts of the Association.”

1. MR. MUHAMMAD JAWED BILWANI      **PRESIDENT**
2. MR. ABDUL RASHEED                      **SENIOR VICE PRESIDENT**
3. MR. MUAHMMAD SALEEM NAGARIA      **VICE PRESIDENT**
4. MR. SOHAIL SHAHZAD BHATTI              **SECRETARY GENERAL**

**SIGNATURES**

- |  |   |
|--|---|
| 1. _____<br><b>PRESIDENT</b><br><b>S.I.T.E. ASSOCIATION OF INDUSTRY</b>      | 2. _____<br><b>SENIOR VICE PRESIDENT</b><br><b>S.I.T.E. ASSOCIATION OF INDUSTRY</b> |
| 3. _____<br><b>VICE PRESIDENT</b><br><b>S.I.T.E. ASSOCIATION OF INDUSTRY</b> | 4. _____<br><b>SECRETARY GENERAL</b><br><b>S.I.T.E. ASSOCIATION OF INDUSTRY</b>     |

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**ATTESTED BY SECRETARY GENERAL**  
**S.I.T.E. ASSOCIATION OF INDUSTRY”**

**ITEM NO.04 – TO FORM SUB-COMMITTEES FOR THE YEAR 2017-18**

The meeting was informed that there were 16 sub-committees of SITE Association of Industry for the preceding year 2016-17. Mr. Naveed Wahid, EC Member proposed that the number of sub-committees may be reduced for the current year 2017-18. Hence, after careful consideration, the meeting unanimously decided to reduce the number of sub-committees from 16 to 11 for the current year 2017-18. As per practice in vogue, in order to run the affairs of the Association more efficiently, the Chair invited all the members of Executive Committee 2017-18 as well as the senior members to volunteer their services for any sub-committee.

After deliberations, the following Sub-Committees of SITE Association of Industry comprising Chairman, Co-Chairman, Advisor & Member mentioned under each sub-committee have been constituted for the Year 2017-18:

**01. WATER, INFRASTRUCTURE & SITE AFFAIRS SUB-COMMITTEE**

CHAIRMAN            :      MR. MUHAMMAD JAWED BILWANI  
 CO-CHAIRMAN      :      MR. ABDUL RASHEED

**02. FINANCE, ADMINISTRATION & COORDINATION SUB-COMMITTEE**

CHAIRMAN            :      MR. ABDUL RASHEED  
 ADVISOR             :      MR. JUNAID M. SIDDIQ

**03. ENERGY (FUEL, POWER & GAS) SUB-COMMITTEE**

CHAIRMAN : MR. MUHAMMAD ALTAF SHEKHANI  
CO-CHAIRMAN : MR. MOHAMMAD SHOAIB  
ADVISOR (GAS) : MR. SALEEM MOSA PAREKH  
ADVISOR(POWER): DR. QAZI AHMED KAMAL

**04. ENVIRONMENT, ECOLOGY & EFFLUENT TREATMENT PLANT SUB-COMMITTEE**

CHAIRMAN : MR. SALEEM MOSA PAREKH  
ADVISOR : MR. MUHAMMAD ZUBAIR MOTIWALA

**05. MEMBERSHIP DEVELOPMENT SUB-COMMITTEE**

CHAIRMAN : MUHAMMAD SALEEM NAGARIA  
CO-CHAIRMAN : MR. NAVEED WAHID  
ADVISOR : MR. JUNAID M. SIDDIQ

**06. LAW & ORDER AND SITE SELF-SECURITY SUB-COMMITTEE**

CHAIRMAN : MR. ABDUL HADI  
CO-CHAIRMAN : MR. MUHAMMAD SALEEM NAGARIA  
MEMBER : MR. NAVEED WAHID

**07. EOBI, SESSI & LABOUR RELATED LEVIES SUB-COMMITTEE**

CHAIRMAN : MR. TOUSEEF AHMED  
ADVISOR : MR. YOUNUS M. BASHIR

**08. GENERAL SALES TAX, EXCISE & DIRECT TAXES, EXPORTS, IMPORTS, CUSTOMS & TRADE POLICY SUB-COMMITTEE**

CHAIRMAN : MR. MUHAMMAD SHOAIB  
CO-CHAIRMAN : MR. TOUSEEF AHMED

**09. INT'L RELATIONS AND DIPLOMATIC AFFAIRS SUB-COMMITTEE**

CHAIRMAN : MR. NAVEED WAHID  
ADVISOR : MR. ABDUL HADI

## 10. INDUSTRY HOUSE SUB-COMMITTEE

CHAIRMAN : MR. MUHAMMAD JAWED BILWANI

## 11. PUBLICATION SUB-COMMITTEE

CHAIRMAN : MR. SANAULLAH ABDULLAH

### **ITEM NO.05 – NOMINATION OF SITE ASSOCIATION ON THE RESERVED SEAT FOR MANAGING COMMITTEE 2017-18 OF KCCI**

The meeting was informed that under the Trade Organizations Rules 2013, one seat is reserved in KCCI's Managing Committee for each Town Association for one year. The KCCI has, therefore, sought nomination of a person, who must be a member of SITE Association of Industry before **20<sup>th</sup> October, 2017**.

Hence, the Executive Committee has unanimously nominated **Mr. Muhammad Junaid Siddiq**, Member of SITE Association of Industry on the Reserved Seat for Managing Committee of KCCI for the year 2017-18. The said nominee has also consented to be nominated on the reserved seat for Managing Committee 2017-18 of KCCI and he is duly qualified for the required nomination. The Executive Committee also authorizes the President and the Secretary General of the Association to certify true copy of this Resolution and forward the same to the KCCI for their information and record.

In this regard, formal Resolution of SITE Association of Industry is placed below:

#### **“RESOLUTION**

The Executive Committee unanimously nominates **Mr. Muhammad Junaid Siddiq**, Member of SITE Association of Industry on the reserved seat for Managing Committee of KCCI for the year 2017-18. The nominee has consented to be nominated as member of the Managing Committee of KCCI for 2017-18 and he is duly qualified for the nomination. The Executive Committee also authorizes the President and the Secretary General of the Association to certify true copy of this Resolution and forward the same to the KCCI for their information and record.”

### **ITEM NO.06 – ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR**

- (I) During the meeting, it was further decided on the proposals of Mr. Muhammad Jawed Bilwani, President, SITE Association of Industry that

- (i) Resolutions Book of SITE Association of Industry would be compiled containing all the Resolutions passed by the Association since its establishment. The said Resolutions Book after compilation would also be uploaded on the Association's Website.
- (ii) Steps would be taken up for improvement of the KMC Fire Station situated in SITE which is in a deteriorating condition having insufficient fire safety equipment;
- (iii) Draft minutes of the meetings of SITE Association of Industry would be checked by Mr. Muhammad Saleem Nagaria, Vice President and Mr. Naveed Wahid, EC Member for final approval of the Association's President.

The meeting unanimously resolved to approve the above proposals of President, SITE Association of Industry.

- (II) In the end, Mr. Muhammad Saleem Nagaria, Vice President, SITE Association of Industry informed the meeting that Stop TB Pakistan (National Partnership), affiliated with the WHO, is making efforts in collaboration with National & Provincial TB Control Programs to end TB by 2030. Mr. Nagaria further informed that Stop TB Pakistan in collaboration with the Community Health Services has planned to identify TB cases among factory workers by providing diagnostic and treatment services at their doorsteps free of cost. The said organization, Stop TB Pakistan's Team has also arranged a Presentation for the members of SITE Association on 7<sup>th</sup> October 2017 to get their support in provision of diagnostic and treatment services for TB to factory workers. Mr. Saleem Nagaria, Vice President informed the meeting that Stop TP Pakistan would further hold Camps in SITE Industrial Estate to end the infectious disease of TB.

There was no other matter, the meeting concluded with note of thanks to and from the Chair.

**( MUHAMMAD JAWED BILWANI )**  
**President**  
**S.I.T.E. Association of Industry**

**( SOHAIL SHAHZAD BHATTI )**  
**Secretary General**  
**S.I.T.E. Association of Industry**

**Karachi: 10<sup>th</sup> October, 2017**

