



PI/SG/PESH/TEVTA/IMC/VOL-1/ 418 (1-8)

DATED:10-09-2022


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| 10. Engr. Saad Khan Zahid, Director Marketing and Manufacturing
Rakaposhi Pharmaceutical, Hayatabad, Peshawar | Chairman |
| 11. Mr. Muhammad Anees Ashraf, Ashraf Group of Industries | Member |
| 12. Engr. Faiz Muhammad, Estate Manager, KP-EZDMC, Peshawar | Member |
| 13. Engr. Zia-Ud-Din, Project Director Wish International. | Member |
| 14. Mr. Riwan Ullah, Assistant Professor, GPI Sardar Garhi, Peshawar | Member |
| 15. Mr. Salman Altaf, Fedro Pharmaceutical Labs, Hayatabad Peshawar | Member |
| 16. Mr. Shoaib Romi, Sami and Sami Peshawar | Member |
| 17. Mr. Abdul Wahab Ex-Alumni, GPI Sardar Garhi, Peshawar | Member |
| 18. Mr. Ahmad Ali, Placement Officer, GPI Sardar Garhi, Peshawar | Member |

Subject:- DRAFT MINUTES OF 11TH IMC MEETING HELD ON 27/08/2022 AT 10:00 HOURS

All,


Enclosed please find herewith draft minutes of 11th IMC meeting held on 27/08/2022 at 10:00 hours in conference room of the institute for confirmation and necessary amendment, as discussed during the meeting.

The draft minutes are approved by the chairman IMC of GPI Sardar Garhi, Peshawar.


Secretary IMC/ Principal

Copy forwarded for information

4. P.A to the Managing Director KP-TEVTA.


Secretary IMC/ Principal

Received
D. No. 7860
12/9/2022



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DRAFT MINUTES OF 11TH IMC MEETING HELD ON 27/8/2022 AT 10:00 HOURS.

IMC meeting was held under the chairmanship of Engr. Saad Khan Zahid, Chairman IMC in the conference of institute on 28/8/2022 at 10:00 hours. The following attended the meeting;

Engr. Saad Khan Zahid, Director Marketing and Manufacturing Rakaposhi Pharmaceutical, Hayatabad, Peshawar	Chairman
Engr. Faiz Muhammad, Estate Manager, KP-EZDMC, Peshawar	Member
Mr. Muhammad Anees Arshraf, Ashraf Group of Industries	Member
Engr. Zia-Ud-Din, Project Director Wish International	Member
Mr. Salman Altaf, Fedro Pharmaceutical Labs, Hayatabad Peshawar	Member
Mr. Rizwan Ullah, Assistant Professor Civil	Member
Mr. Ahmad Ali, Placement Officer, GPI Sardar Garhi, Peshawar	Member
Engr. Muhammad Ullah, Principal, GPI Sardar Garhi, Peshawar	Secretary

Muhammad Abdul Wahab, and Mr. Sohaib Romi not present in the meeting.

Meeting was formally started with recitation from few verses of the Holy Quran by Mr. Anees Ashraf, Member IMC. The chair welcomed all the members for participating in the meeting. Afterward, Secretary IMC was invited to present the formal agenda as such agenda items were presented one by one and decisions taken thereof;

Agenda Item No. 1 CONFIRMATION OF MINUTES OF 10TH IMC MEETING HELD ON 26/3/2022

Discussion: Secretary IMC apprised the forum that draft minutes of 10th IMC meeting held on 26/3/2022 were communicated to all members after formal approval by the Chairman IMC for confirmation and necessary amendments, if any, however, no discrepancy whatsoever has been highlighted by any member till date. However, any member has any reservation on draft minutes already circulated, let it be highlighted now so that minutes could be modified accordingly, otherwise, it will be treated as confirm. All the members endorsed draft minutes of 10th IMC meeting circulated by the Secretary IMC.

Decision: IMC confirmed draft minutes of the IMC meeting held on 26/3/2022.

Agenda Item No. 2 PROGRESS ON THE DECISIONS TAKEN IN THE 10TH IMC MEETING DATED 26/3/2022.

Discussion: Secretary IMC shared progress on the decisions taken in the 10th IMC meeting held on 26/3/2022. He presented progress on the decisions one by one which were appreciated by the forum. item wise progress was discussed in length and following decisions were taken;

S.No	Agenda and Decision	Progress	Decision
01	Agenda Item No. 3 <u>CONVERSION OF STUDENTS HOSTEL INTO ACADEMIC BLOCK.</u> IMC supported proposal to the extent that ground and 1 st floor may be converted for academic block whereas 2 nd floor shall be retained as hostel.	Deputy Director Works and Sub-Engineer KP-TEVTA has visited the site and its hoped that they will submit positive proposal within a month period.	IMC showed satisfaction on progress presented by Secretary IMC/Principal of institute.

Agenda Item No. 4

RECOMMENDATION/CLEARANCE OF DRAFT OPERATIONAL BUDGET WORTH RS 3, 876, 010/- FOR THE FY 2022-23. IDENTIFICATION OF THE LOCAL EMPLOYMENT OPPORTUNITIES OR REQUIREMENTS OF SKILLED LABOR FORCE

Decision: IMC recommended and cleared operational budget worth Rs. 3, 876, 010/- for the FY 2022-23 for onward submission to KP-TEVTA.

KP-TEVTA has considered our request and a sum of Rs. 3, 575, 000/- has been approved by Managing Director KP-TEVTA for the FY 2022-23. (Annex-II)

Summary of last three operational budget is as under;

2020-21	2021-22	2022-23
1,921, 000	2, 626, 00	3, 575, 00

IMC showed satisfaction on the allocated budget 2022-23 presented by Secretary IMC/Principal of institute.

Progress on developmental projects out of SRSP program was shared with the IMC as well. The IMC showed satisfaction and directed to expedite the work.

Agenda Item No.3. **RECONSTITUTION OF INSTITUTE MANAGEMENT COMMITTEE (IMC)**

Secretary IMC apprised the forum that Managing Director KP-TEVTA has asked this office to send proposals regarding reconstitution of IMC on 19/7/2022. In order to send proposal to the KP-TEVTA head office consultation nomination by the IMC shall be more fruitful. The institute management is very much comfortable with the existing honorable IMC members; however, final verdict of IMC is essential. After detail discussion, the committee decided that list of suitable private members shall be conveyed up to 3rd September, 2002.

Decision: list of suitable private members shall be conveyed by the Chair on behalf of IMC up to 3rd September, 2002, afterwards it shall be communicated to MD KP-TEVTA.

Agenda Item No.4: - **INTERNSHIP**

Secretary IMC apprised the forum that third year students have completed their three years DAE courses in July, 2022 and waiting for internship in the relevant industries. The worthy members may extend their cooperation in placement of pass out so that they could acquire adequate experience/skill on hand. During course of discussion it was proposed that the management shall emphasize on attitude/behavior of the students in addition to formal course content, therefore, it will be appropriate to arrange motivational classes through guest speakers. The IMC members as well as Alumni shall conduct such like activities at least once in a month by highlighting importance of TVET sector. The Principal shall coordinate with IMC through WhatsApp group for inviting worthy members. The forum agreed upon the proposal.

Decision: 1. Pass out shall be placed in relevant industries/employers for internship.
2. Motivational classes shall be arranged for grooming and highlighting importance of TVET.

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

Secretary IMC 29/08/2022

- Mr. Muhammad Anees Ashraf, Ashraf Group of Industries
- Engr. Faiz Muhammad, Estate Manager, KP-EZDMC, Peshawar
- Engr. Zia-Ud-Din, Project Director Wish International
- Mr. Salman Altaf, Fedro Pharmaceutical Labs, Hayatabad Peshawar
- Mr. Shoaib Romi, Sami and Sami Peshawar
- Mr. Rizwan Ullah, Assistant Professor Civil
- Mr. Ahmad Ali, Placement Officer, GPI Sardar Garhi, Peshawar
- Mr. Abdul Wahab, Alumni, GPI Sardar Garhi, Peshawar

Chairman IMC

Member

Member

Member

Member

Member

Member

Member

Member

Handwritten signatures and dates: 29-08-2022, Faiz Muhammad, 29/08/2022, Rizwan Ullah, 13/9/22, and others.