



# Agenda Items for 18th Syndicate Meeting

Rawalpindi Medical University

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17 RMU; Approval of Dean Academics (Clinical)	197
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**Agenda for 18<sup>th</sup> Meeting of Syndicate, RMU/Allied Hospitals to be held on 12-06-2025 (Thursday) at 11.00 a.m in Syndicate Hall, Main Campus, RMU, Tipu Road, Rawalpindi**

Item #	Subject of the Agenda Item	Component	Pages
1.	Implementation Status of the 17 <sup>th</sup> meeting of Syndicate	RMU	01 – 06
<b>Section I - Administrative and Human Resource Matters</b>			
2.	Extension in contract Appointment of Mr. Shoukat Niazi, Sub Engineer (BS-14 – BOM created post) of Benazir Bhutto Hospital	BBH	07 – 20
3.	Eligibility criteria for the posts of Deputy Director (Student Affairs – BPS 18) & Deputy Director (Academics) BPS-18	RMU	21 – 24
<b>Section – II Financial Matters</b>			
4.	Approval for utilization of SSP-PLA 02% share reserved for "Improvement/Maintenance & Repair of Hospital Infrastructure and Equipment " or preparation of UHI Claims for submission to the Insurance Company/UHI Counters by the Government Hospitals for the period 25-12-2024 to 11-04-2025 - <b>Rs. 3,668,039/-</b>	HFH	25 – 37
5.	Approval for advance withdrawal, Administrative & Financial sanction regarding Deposit for renovation & Improvement for F.Y 2024-25 amounting to Rs. 50.00 M from C&W Building Department – RTH	RTH	38 – 39
6.	Approval for utilization of SSP-PLA share reserved for "Improvement/Maintenance & Repair of Hospital (Infrastructure and Equipment) for Preparation of UHI claims for submission to the Insurance Company / UHI Counters by the Government Hospital" (Jan-March 2025) – <b>Rs. 3,092,000/-</b>	RTH	40 – 52
7.	Financial sanction of payment beyond competency and advance withdrawal – <b>Rs. 3,266,594/-</b>	RMU	53 – 57
8.	Financial sanction of payment in multiple heads of Accounts falling beyond competency – <b>Rs. 31,036,963/-</b>	RMU	58 – 74
9.	Approval required for <b>Rs.100,000/-</b> as imprest money falling under competency of Syndicate.	RMU	75
<b>Section – III Confirmation of actions taken by VC RMU</b>			
10.	Approval of action taken by VC regarding financial sanction falling under the competency of Syndicate for payment of contingent bills – <b>Rs.2,995,000/-</b>	HFH	76 – 82
11.	Approval for advance withdrawal, Administrative & Financial sanction regarding Deposit of Civil Work Maintenance & Repair for F.Y 2024-25 amounting to <b>Rs. 40.66 M</b> from C&W Building Department – BBH	BBH	83 – 109
<b>SECTION IV – ACADEMIC MATTERS</b>			
12.	Adoption of Attendance Policy of 85% & Passing Percentage for Annual Exam as 65% as PMDC	RMU	110 - 111
13.	Approval of MD/FCPS Pediatric Endocrinology and MS/FCPS Pediatric Orthopedic Surgery Program at Rawalpindi Medical University/Allied Hospitals	RMU	112 - 114
14.	Approval of RMU Department of Preventive Health & Research at Red Crescent Building with Collaboration of District Health Authority Rawalpindi, District Government/Govt of the Punjab.	RMU	115-128
15.	Approval of RMU Community Health Program "Diabetes Free Rawalpindi" by Department of Community Medicine, RMU	RMU	129- 139
16.	Approval to start Hub and Spoke program at RMU with Health & Population Department (Former PSHD), Govt. of the Punjab.	RMU	140-180
17.	Approval of Dean Academics (Clinical) – Prof. Usman Qureshi, Professor of Surgery	RMU	181
18.	MOU between RMU & Institute of Allied Health Sciences Islamabad (A constituent institute of (Public Sector) Khyber Medical University	RMU	182-183
19.	MOU between RMU & Cognitology Ltd. T/a Psycreality (Ireland)	RMU	184-188





**Agenda for 18<sup>th</sup> Meeting of Syndicate, RMU/Allied Hospitals to be held on 12-06-2025 (Thursday) at 11.00 a.m in Syndicate Hall, Main Campus, RMU, Tipu Road, Rawalpindi**

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	<b>Section – II Financial Matters</b>		
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18.	MOU between RMU & Institute of Allied Health Sciences Islamabad (A constituent institute of (Public Sector) Khyber Medical University	RMU	182-183
19.	MOU between RMU & Cognitology Ltd. T/a Psycreality (Ireland)	RMU	184-188





01

## Agenda Item No. 01

### IMPLEMENTATION STATUS OF THE 17<sup>th</sup> MEETING OF SYNDICATE, RMU / ALLIED HOSPITALS RAWALPINDI

Item #	Agenda Detail	Decision	Implementation status											
01	<b>Implementation Status of the 17<sup>th</sup> meeting of Syndicate – RMU &amp; Allied Hospitals</b> The implementation status on the decisions of the 16 <sup>th</sup> syndicate meeting was presented before the house.	Syndicate approved the minutes of the 17 <sup>th</sup> meeting.	All concerned											
<b>SECTION – I ADMINISTRATIVE &amp; HUMAN RESOURCE MATTERS</b>														
02	<b>Extension of The Contracts Of Non-Gazetted Employees (BPS-02 To BPS-16) Working In Rawalpindi Medical University Rawalpindi</b>	Syndicate accorded approval for extension of the contracts of employees mentioned in <b>Table A</b> for a period up to <b>31.12.2025</b> .	complied											
03	<b>EXTENSION OF THE CONTRACTS OF GAZETTED EMPLOYEES (BPS-17 &amp; ABOVE) WORKING IN RAWALPINDI MEDICAL UNIVERSITY RAWALPINDI</b> 1.	Syndicate accorded approval for extension of the contracts of employees mentioned in <b>Table B</b> for a period up to <b>31.12.2025</b> .	Complied											
04	<b>RE-APPOINTMENT OF ADHOC EMPLOYEES OF RMU (BS-17 AND ABOVE)</b>	The syndicate accorded approval for Re-appointment of adhoc employees mentioned in <b>table C</b> w.e.f. <b>January 02, 2025 to December 31, 2025</b> . <table border="1"> <thead> <tr> <th>S. #</th><th>Name with</th><th>Designation</th><th>Appoint ment Period (up to)</th></tr> </thead> <tbody> <tr> <td>1</td><td>Lt. Col. Zahid Jamil (R)</td><td>Chief Security Officer (BPS-18)</td><td rowspan="2">31.12.2025</td></tr> <tr> <td>2</td><td>Mr. Farooq Ahmad Khan</td><td>I.T Manager (BPS-17)</td></tr> </tbody> </table>	S. #	Name with	Designation	Appoint ment Period (up to)	1	Lt. Col. Zahid Jamil (R)	Chief Security Officer (BPS-18)	31.12.2025	2	Mr. Farooq Ahmad Khan	I.T Manager (BPS-17)	It is stated that the syndicate approved adhoc appointments of the employees for a period of 1-year w.e.f. 02.01.2025 to 31.12.2025. However, the appointment period in Minutes of Meeting has been erroneously mentioned as six (6) months i.e., up to 30.06.2025 instead of 1-year i.e., up to 31.12.2025 as originally approved in the meeting. The same was brought into the notice of Chairman Syndicate vide letter no. VC/RMU/334 dated: 22 <sup>nd</sup> June 2025. <b>The syndicate is requested to allow for rectification of date as 31.12.2025 instead of 30.06.2025.</b>
S. #	Name with	Designation	Appoint ment Period (up to)											
1	Lt. Col. Zahid Jamil (R)	Chief Security Officer (BPS-18)	31.12.2025											
2	Mr. Farooq Ahmad Khan	I.T Manager (BPS-17)												



05	<b>Extension in contract Appointment of Sub Engineer (BS-14) - HFH</b>	The syndicate accorded approval for extension in the contract of <b>Mr. Muhammad Adeel, Sub Engineer (BPS – 14)</b> for a period w.e.f. <b>01.01.2025 to 28.07.2025.</b>	Complied
06	<b>Extension of non-Gazetted Contract Employees Adopted by Syndicate for the year 01.01.2025 to 31.12.2025 - RTH</b>	Syndicate accorded approval for extension of the contracts of employees mentioned in <b>Table E</b> for a period up to <b>31.12.2025.</b>	Complied
07	<b>Change of Nomenclature of University Created Posts for Department of Purchase &amp; Stores as per adopted statues of Fatima Jinnah Medical University (FJMU)</b>	The syndicate accorded approval to revise the nomenclature of two posts of Department of Purchase in the corresponding scales as per adopted statues of FJMU.	Complied
<b>Section – Additional II Financial Matters</b>			
08	<b>Approval of Financial sanctions falling under competency of Syndicate for payment of Contingent bills - HFH</b>	<p>a) Syndicate accorded financial Sanction for payment of bills to <b>M/s Sherazi Trading</b> as per details mentioned in working paper subject to all legal deductions as per contract agreement and completion of all codal formalities in the prescribed manner.</p> <p>b) Syndicate accorded financial Sanction for payment of bills to <b>M/s Al-Umar &amp; Company</b> as per details mentioned in working paper subject to review by the VC RMU, and completion of all codal formalities in the prescribed manner.</p>	Complied
09	<b>Approval of maintenance of Hospital building and Equipment out of SSP 2% specified for Improvement / Maintenance &amp; Repair of Hospital (Infrastructure and Equipment) w.e.f. 22-03-24 to 29-06-24 amount Rs. 2,280,625/- HFH</b>	The syndicate approved to utilize the budget for repair & maintenance of boiler, previously allocated for repair of HVAC amounting to Rs. 2,280,625 subject to completion of codal formalities in prescribed manner.	Complied



10	<b>Approval of maintenance of Hospital building and Equipment out of SSP 2% specified for Improvement / Maintenance &amp; Repair of Hospital (Infrastructure and Equipment) w.e.f. 15-08-24 to 24-12-24 amount Rs. 3,419,109/- HFH</b>	Syndicate accorded approval for provision of <b>Rs. 3,419,109/- for repair of boiler</b> out of SSP 2% specified for improvement / maintenance and repair of hospital (infrastructure and equipment) subject to completion of all codal formalities in prescribed manner.	
11	<b>Approval / Sanction for Expenses through SSP 02% regarding Improvement / Maintenance &amp; Preparation of UHI Claims <u>Period (01-7-2024 To 31-12-2024)</u> For Insurance Company / UHI Counters by the Govt. Estimated Cost of Rs: 55,97,455/- - BBH:</b>	Syndicate accorded approval for provision of <b>Rs. 5,597,455/- for utilization in various heads as mentioned in table F (Sr. 1 to 9)</b> out of SSP 2% specified for improvement / maintenance and repair of hospital (infrastructure and equipment subject to completion of all codal formalities in prescribed manner.	Complied
12	<b>APPROVAL FOR RE-APPROPRIATION OF PLA TO PLA UNDER OBJECT CODE HAVING INSUFFICIENT BUDGET FOR THE YEAR 2024-25. - BBH</b>	The syndicate accorded approval for re-appropriation of budget amounting to <b>Rs. 1,600,000</b> from PLA to PLA under object codes mentioned in <b>table G.</b>	Complied
13	<b>Approval for payment of expenses from SSP-PLA 02% "Improvement/Maintenance &amp; Repair of Hospital (Infrastructure and Equipment) or Preparation of UHI Claims for submission to the Insurance Company/UHI Counters by the Government Hospital" - RTH</b>	Syndicate accorded approval for provision of <b>funds for utilization in various heads (as mentioned in table H)</b> out of SSP 2% specified for improvement / maintenance and repair of hospital (infrastructure and equipment subject to completion of all codal formalities in prescribed manner.	Complied
14	<b>Approval required for Administrative &amp; Financial sanction and Advance Withdrawal as deposit work for Renovation and Improvement for the year 2024-25 amounting to Rs. 50.00 million - RTH</b>	Not discussed due to other important meeting of the chairman syndicate. To be discussed in forthcoming meeting.	Not discussed
15	<b>Approval required for Financial Sanction and Advance Withdrawal as deposit work for Renovation/Improvement for the year 2024-25 amounting to Rs. 8.261 million for completion of remaining Renovation/Improvement work from the last financial year - RTH</b>	The syndicate accorded Financial Sanction and approval for advance withdrawal as deposit work for Renovation / Improvement for the year 2024-25 amounting to <b>Rs. 8.261M</b> for completion of remaining Renovation/Improvement work from the last financial year.	Complied
16	<b>Approval required for Rs. 100,000/- as Imprest Money falling under the competency of Syndicate - RTH</b>	Syndicate accorded approval of <b>Rs. One Hundred Thousand</b> as Imprest money subject to completion of all codal formalities in prescribed manner.	Complied



### Section – III Confirmation of actions taken by VC RMU

17	<b>Approval of action taken by V.C regarding Financial sanctions falling under competency of Syndicate for payment of Contingent bills - HFH</b>	Not discussed due to other important meeting of the chairman syndicate. To be discussed in forthcoming meeting.	Not discussed
18	<b>Ex- Post Facto Approval (Action taken by VC RMU) regarding Advance Withdrawal, Administrative and Financial Sanction Regarding Deposit of Civil Work Maintenance &amp; Repair F.Y 2024-25 amounting to Rs. 40.66 (M) From C&amp;W/ Building Department, Rawalpindi. - BBH</b>	Not discussed due to other important meeting of the chairman syndicate. To be discussed in forthcoming meeting.	Not discussed

### Section – IV Development Schemes / PSDP Projects

19	<b>Ex-post Facto Approval of Amount Rs. 24,869,828/- Of ADP Scheme No. 303 "Construction Of Hostel For Student of RMU"</b>	Syndicate accorded ex-post facto sanction against the payment of bills amounting to <b>Rs. 24,869,828/-</b> in respect of ADP Scheme No. 303 "Construction of Hostel For Student of RMU"	Complied
20	<b>Ex-Post Facto Approval of Amount Rs. 37,939,500/- Of ADP Scheme No 304 "Up-Gradation of Nursing School into Nursing Colleges in Punjab (DHQ Chakwal)"</b>	Syndicate accorded ex-post facto sanction against the payment of bills amounting to <b>Rs. 37,939,500/-</b> in respect of ADP Scheme no. 304 "Upgradation of School of Nursing into College in Punjab (DHQ Hospital Chakwal)".	Complied



## Section – V Academic Matters

21	<b>Approval for Collaboration with Pathwel Bone Marrow Transplant Centre (BMTc) in Academic &amp; Research Activities</b>	The syndicate accorded approval for collaboration with Pathwel Bone Marrow Transplant Centre (BMTc) for academic, research, teaching & training activities as mentioned in the working paper.	Complied																
22	<b>Approval of Minimum attendance requirement for all students at 90% as per PMDC</b>  As per notification PF-1-C-PM&DC/Notification/2024/682, the minimum attendance benchmark for medical/dental colleges should be raised to 90% to ensure adequate curricular exposure and practical experience for all five-year MBBS classes.	The syndicate approved <b>90% attendance</b> requirement as per PMDC guidelines applicable to all MBBS students w.e.f. academic year 2025.	Complied																
23	<b>Approval for 70% Passing Marks Criteria for All Subjects as per PMDC</b>  As per notification PF-1-C-PM&DC/Notification/2024/682, the passing marks in the annual MBBS/BDS examination should be raised from 50% to 70% for all five-year MBBS classes.	The syndicate approved <b>70% Passing Marks Criteria</b> for all subjects as per PMDC guidelines, applicable to all MBBS students w.e.f. academic year 2025.	Complied																
24	<b>Approval to assign 40% Weightage to Continuous Internal Assessment (CIA) in Final (Annual) Assessment</b>  The Weightage of CIA has been increased to 40% to emphasize the importance of continuous learning and assessment and encourage students to engage actively with course material throughout the study period for all five-year MBBS classes.	The syndicate approved <b>40% weightage</b> of Continuous Internal Assessment (CIA) in Final (Annual) Assessment applicable to all MBBS students w.e.f. academic year 2025.	Complied																
25	<b>Proposal For Increase In Registration Fee/Funds Effective From Academic Year 2025</b>	<p>The syndicate approved to increase the Registration Fee &amp; Student Funds w.e.f. Academic Year 2025 as per following details.</p> <table><tr><th colspan="2">Registration Fee</th></tr><tr><th>Description</th><th>Amount PKR</th></tr><tr><td>PMDC Reg. Fee</td><td>7,000</td></tr><tr><td>RMU Reg. Fee</td><td>10,000</td></tr><tr><th colspan="2">Student Funds</th></tr><tr><td>Mosque Fund</td><td>550</td></tr><tr><td>Subscription to Student Fund</td><td>1,650</td></tr><tr><td>Subscription to Sports Club</td><td>1,650</td></tr></table>	Registration Fee		Description	Amount PKR	PMDC Reg. Fee	7,000	RMU Reg. Fee	10,000	Student Funds		Mosque Fund	550	Subscription to Student Fund	1,650	Subscription to Sports Club	1,650	Complied
Registration Fee																			
Description	Amount PKR																		
PMDC Reg. Fee	7,000																		
RMU Reg. Fee	10,000																		
Student Funds																			
Mosque Fund	550																		
Subscription to Student Fund	1,650																		
Subscription to Sports Club	1,650																		



		Student Welfare Fund	2,200		
		Student Database Fund	1,100		
26	<b>Approval Of Increase In Hostel Charges For The Students Of Rawalpindi Medical University</b>	The syndicate approved to increase the Hostel Fund/utility charges of Hostel w.e.f. Academic Year 2025 as per following details.			Complied
		<b>Description</b>	<b>Amount PKR</b>		
		Hostel Misc. Fund	7,656		
		Utility Charges	52,708		
		Common Room Fund	605		
27	<b>Approval for Post Graduate Training Programs in Family Medicine</b>	The syndicate approved the following <b>Post Graduate</b> Training Programs in <b>Family Medicine</b> .  i. MD Family Medicine ii. Diploma in Family Medicine (2 Years)			Complied
28	<b>Approval of Clinical Specialities as Examining Subjects in 3<sup>rd</sup> &amp; 4<sup>th</sup> Year Professional Examination</b>	The syndicate approved the <b>Clinical Specialities as Examining Subjects</b> in 3 <sup>rd</sup> & 4 <sup>th</sup> Year Professional Examination, applicable to all MBBS students w.e.f. academic year 2025.			Complied
29	<b>Approval of ORIC Intellectual Property Policy (IP) of RMU</b>	The syndicate approved the Intellectual Property (IP) policy of RMU.			Complied





### Syndicate

Rawalpindi Medical University & Allied Hospitals, Rawalpindi

Agenda Item No: 02 Institution: BBH Hospital, Rawalpindi Dated: \_\_\_\_\_

Agenda Item	<b>Approval of extension in contract appointment of Mr. Shoukat Hayat Khan, Sub Engineer (BOM employee)</b>
Case Summary	<p>It is submitted that with reference to the LHC Writ Petition No. 304/2021 which was disposed of, dated 12.09.2024, wherein the matter was referred to the Chancellor of respondent university with direction to treat as representation and decide the same in accordance with the law.</p> <ol style="list-style-type: none"> <li>In compliance to the above order, an opportunity of personal hearing was afforded on 21.11.2024 by the worthy Governor Punjab, Lahore and Mr. Abdul Rehman Cheema, Deputy Registrar, RMU, Rawalpindi represented the case on behalf of Vice Chancellor, RMU, Rawalpindi.</li> <li>Mr. Shoukat Hayat Khan submitted his joining along with order bearing No. GS(UNIV-II) 10-5/ 2024-882, dated 06.12.2024, passed by Worth Governor / Chancellor, Lahore. The operative part of the decision is as under:- (Annex-I).</li> <li>"For what has been stated above, I, in compliance to the judgment passed by the Hon'ble Lahore High Court, Rawalpindi Bench, Rawalpindi vide order dated 12.09.2024 in Writ Petition No. 304 of 2021 titled as "Mr. Shoukat Hayat Khan (Petitioner), set aside the order dated 22.08.2019 passed by Additional Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi and re-instate the petitioner into his contract service with immediate effect. On completion of remaining period of one year contact extension with reference to decision of the Syndicate dated 03.12.2018, the case of extension will be placed before the Competent Authority for consideration of further extension as per law. The intervening period will be treated as leave without pay".</li> <li>In compliance to the above referred order and after obtaining approval from Vice Chancellor RMU/ Allied Hospitals, Rawalpindi on note sheet, Mr. Shoukat Hayat Khan, Sub Engineer (BOM) joined his duty on 11.12.2024 (Annex-II).</li> <li>As per order, the remaining period i.e. 04 months &amp; 13 days of last extension in contract granted to Mr. Shoukat Hayat Khan, Sub. Engineer granted in the Syndicate dated 03.12.2018, shall be completed initially and upon completion of said period, his case shall be placed before the Syndicate for further necessary action (Annex-III)</li> <li>Now his last extension has been expired on 23.04.2025. Hence, the case for extension in contract appointment is being placed before the Syndicate for the period of one year w.e.f. 24.04.2025 to 23.04.2026 (PERs is enclosed) (Annex-IV).</li> </ol> <p style="text-align: right;">17. H.R. Committee 30.12.25</p>
Recommendation of Relevant Authority/Officer	Admn & HR Committee, RMU / Allied Hospitals, Rawalpindi has recommended extension till 31.12.2025.
Action Required	Approval of the Syndicate is required being a Syndicate employee.
Relevant Rule & Sanctioning Authority	➤ As per Punjab Medical Health Institution Act 2003, Schedule – III, Sr. No. 4.
Comments, if any	

Medical Superintendent,  
 Benazir Bhutto Hospital,  
 Rawalpindi





GOVERNOR PUNJAB

## ORDER

No.GS(UNIV-II)10-5/2024-882.

Date of Hearing: 21.11.2024 at 1100 Hours

This Order will dispose of the representation of Mr. Shoukat Hayat Khan, Sub-Engineer (BS-11), Benazir Bhutto Hospital (BBH), Rawalpindi, in compliance to the Hon'able Lahore High Court, Rawalpindi Bench, Rawalpindi order dated 12.09.2024 passed in Writ Petition No. 304 of 2021 titled as "Shoukat Hayat versus Vice Chancellor etc", wherein the following directions were passed to the Governor / Chancellor, Rawalpindi Medical University, Rawalpindi:-

"...2. Learned counsel for petitioner submits that impugned order, being absolutely non-speaking, is unsustainable. Adds that he would be satisfied if copy of this petition, along with all the annexures, is sent to the Chancellor of respondent- University, with direction to treat it as representation and decide the same strictly in accordance with law as well as order dated 06.03.2020 passed by this Court in W.P. No.3623/2019, filed by petitioner.

3. When confronted, learned Legal Advisor for respondent- University submits that in pursuance of above- referred order, matter has been decided by respondent No.1. When asked as to whether the Chancellor has decided the matter, he contends that petitioner has not approached the Chancellor and even otherwise, there is no remedy available to petitioner for redressal of his grievance before the said forum.

4. Be that as it may, since the Chancellor of respondent- University is the final authority in the matter, who is required to sympathetically consider the case of petitioner, therefore, in the interest of justice, I am inclined to dispose of this petition, while transmitting its copy, along with all the annexures, to the Chancellor of respondent-University, with direction to treat it as representation and decide the same strictly in accordance with law and without being influenced by the impugned order, after hearing petitioner and all concerned, through speaking order within a period of thirty days from the date of receipt of certified copy of this order".

Dispose of."

2. In compliance to the above Orders, hearing was afforded to the parties on 21.11.2024, which was attended by the following:

1. **Mr. Shoukat Hayat Khan,**  
Ex-Sub Engineer, Benazir Bhutto  
Hospital, Rawalpindi.

Petitioner

ATTESTED TO BE TRUE COPY

*Ghuhli*  
Section Officer (Universities-III)  
Governor's Secretariat Punjab  
Lahore





GOVERNOR PUNJAB

2. **Mr. Abdul Rehman Cheema,**  
Deputy Registrar,  
Rawalpindi Medical University,  
Rawalpindi.

University Representative  
alongwith record of the case

**Dr. Mukhtar Sarwar Khan,**  
AMS/Director A&E (APMO)  
Benazir Bhutto Hospital, Rawalpindi.

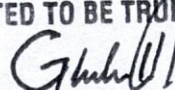
Representative of Benazir  
Bhutto Hospital, Rawalpindi

**Mr. Shafique Malik,**  
Litigation Officer,  
Benazir Bhutto Hospital, Rawalpindi.

Representative of Benazir  
Bhutto Hospital, Rawalpindi

3. Brief facts of the case are that a post of Sub Engineer (BS-11) was created by Board of Management (BOM), RMC / Allied Hospitals, Rawalpindi vide No. BOM/RMC/Meeting/2004/2564-67, dated 19.12.2004, for Benazir Bhutto Hospital, Rawalpindi. After fulfilling the nodal formalities, Mr. Shoukat Hayat Khan S/o Amir Qasim Khan was appointed on contract basis vide No. E-III/APP/ Admn/18060-66, dated 31.12.2007, for a period of one year, extendable up to 03 years with effect from the date of joining. His contract had been extended from time to time after obtaining approval of BOM / Syndicate till 2019. As per record, he was given last extension w.e.f. 03.01.2019 to 02.01.2020 after approval of Syndicate in its 4<sup>th</sup> meeting held on 03.12.2018. The issue was started when he was allotted a quarter No.D-4 vide letter No. F/QTR/Accts/BBH/2016- 17/6929-30, dated 11.02.2017. Hospital administration observed that in the said quarter, illegal construction was carried out against the original official map / construction. The petitioner also incurred expenses on said quarter without permission by the Competent Authority. The matter was inquired by a Committee, who was of the unanimous opinion that he may be directed to restore the original design and structure as already approved according to Q. No.D-3 adjacent to Q. No. D-4. If he fails to do so, legal action and immediate vacation notice of the official residence may be served upon him. Mr. Shoukat Hayat Khan was directed to immediately stop further construction and also abstain from illegal encroachment, failing which strict disciplinary action would be taken against him. Later on, with reference to an anonymous complaint lodged on PMDU.PMO.Pk dated 11.10.2018 regarding illegal occupation of land by petitioner, an Inquiry Committee was constituted on 11.03.2019. According to the report of the Committee, two incomplete quarters D-3 and D-4 were allotted to Mr. Muhammad Ali, Telephone Operator, BBH and Mr. Shoukat Hayat Khan, Sub Engineer BBH vide No.F/QTR/ACCTs/BBH/2016-17/6929-30-31 dated 11.02.2017. The two allottees completed construction of the said quarter but the construction of D-4 was not carried out according to the official map. As per decision of the authority taken on 28.11.2017 during visit of the staff colony, the private security guard performing duty in the hospital was residing on the open land adjacent to Q. No.D-4 which was occupied by the petitioner. On 03.11.2018, an order was passed by the then MS directing Mr. Shoukat Hayat Khan to look after the plot adjacent to Q. No.D-4. On 08.02.2019, the said order was cancelled by the then officiating MS vide No. E-III/Admn/6554-56, dated 08.02.2019, and Mr. Muhammad Naseem Khan, Junior Clerk / Sanitary Inspector was assigned the duties to look after the said land/plot. On 18.04.2019, Committee visited the said land and observed that till then Mr. Shoukat Hayat Khan had not handed over the charge of said plot to Mr. Naseem Khan. The committee opined that Mr. Shoukat Hayat Khan (Sub Engineer) may be allowed to reside in Q. No. D-4 allotted to him by

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Governor's Secretariat Punjab  
Lahore





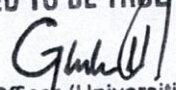
GOVERNOR PUNJAB

the admin according to terms & condition settled as per rules. He may also be directed to vacate the illegally occupied land / plot adjacent to his quarter. Due to failure to comply with the directions of the committee, the then AMS (Admn) served upon him one month notice for termination of his services as per Contract Appointment Policy, 2004 vide letter No. E-III/Admn/31613-26, dated 22.07.2019 which was received by him on 23.07.2019 as per Peon Book, but the same is not available in his personal file. AMS (Admn) mentioned in the last para of the said letter that your services stand terminated with effect from 22.08.2019. After expiry of one month notice, the then AMS (Admn) terminated the contract services of Mr. Shoukat Hayat Khan, Sub Engineer vide letter No. E-III/Admn/34434-38, dated 22.08.2019. The said order was held in abeyance vide No. VC/RMU/2019/4320-25, dated 04.09.2019, by the Vice Chancellor, RMU / Allied Hospitals, Rawalpindi. The Vice Chancellor, RMU / Allied Hospitals, Rawalpindi also constituted an inquiry committee. Later on, the said order was withdrawn by Vice Chancellor, RMU vide Order No. VC/RMU/2019/4411-14, dated 06.09.2019 by referring the matter to the MS, BBH being Appellate Authority in the said case. Accordingly, a Fact-Finding Committee was constituted by the then MS, BBH vide Order No. PA/O.O/2019/40754-64, dated 04.10.2019.

The fact-finding committee submitted its report on 21.10.2019 with the conclusion that all the allegations leveled in the termination letter against Mr. Shoukat Hayat Khan are correct as per available record/file. On the report submitted by the fact-finding committee, the then MS, BBH regretted / rejected the appeal for reinstatement and decided to uphold the order of termination with effect from 21.08.2019 vide letter No. PA/Gen/2019/44035-39 dated 25.10.2019. After that, he filed writ petition No. 3623/2019. The Hon'ble Lahore High Court vide order dated 06.03.2020 directed the respondent No. 02 (MS, BBH) to afford him an opportunity of personal hearing. Accordingly, the then MS, BBH afforded him opportunity of personal hearing and he was heard at length, regarding his appeal for reinstatement. However, the MS, BBH uphold the order of termination. He again filed writ petition No. 1066/2020 in the LHC which was decided on 06.10.2020. According to which, the respondent No. 01 (VC, RMU) was directed to decide the aforesaid departmental appeal of the petitioner, if pending, strictly in accordance with the law expeditiously, preferably within a period of two (02) months from the date of receipt of certified copy of the order. In pursuance to the directions of Hon'ble LHC, the Vice Chancellor, RMU / Allied Hospitals, Rawalpindi afforded him an opportunity of personal hearing. However, his representation was rejected by the VC, RMU, vide order dated 12.12.2020. He again filed writ petition No. 304/2021 in the LHC against the decision of the VC, RMU which was decided vide order dated 12.09.2024 wherein the matter was referred to the Chancellor of respondent university with the direction to treat as representation and decide the same in accordance with the law and without being influenced by the impugned order, after hearing petitioner and all concerned, through a speaking order within a period of 30 days from the date of receipt of certified copy of the order.

4. During the course of hearing, the petitioner stated that he was appointed as Sub Engineer (BS-1) on contract basis at Benazir Bhutto Hospital, Rawalpindi. He was performing his duties satisfactorily. Meanwhile AMS, Benazir Bhutto Hospital, Rawalpindi, Dr. Zafar Iqbal developed some sort of personal grudge towards him due to his refusal to fulfill his illegal assignments at his private site. As an outcome of this

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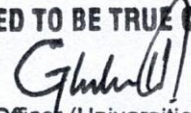
GOVERNOR PUNJAB

personal grudge, Dr. Zafar Iqbal lodged two FIRs against him, one for occupying illegal land of hospital and the second was on the allegation of attempting his murder. During his service, he worked with full dedication for 24 hours in three different hospitals at a time. When he was inquired about the reason of termination, he responded that quarter No.D-4 was allotted to him but it was incomplete at the time of allotment. He took personal efforts to make it livable. The hospital administration is eye witness of this very fact that he never utilized the said quarter for a single day as his accommodation rather he always used an over head water reservoir (tanky) as his accommodation. According to him, personal mal-intention of Dr. Zafar Iqbal is the raison d'etre of his termination/dismissal from contract service.

5. When the University Representative was asked to furnish his point of view, he recommended that AMS, Benazir Bhutto Hospital, Rawalpindi may be allowed to extend his point of view on the issue being relevant officer, as the matter relates to BBH, Rawalpindi. On this, Dr. Mukhtar Sarwar Khan, AMS/Director, A&E (APMO), BBH, Rawalpindi pleaded the case. His contention and stance was mainly consisted of facts mentioned at para 3 supra. However, he added that when it was reported to the hospital management that the petitioner has done illegal construction in quarter D-4 allotted to him then 2 to 3 inquiries were conducted to know the facts and to ascertain as to whether such illegal construction has been done in the said quarter. On receipt of reports from inquiries committees, the petitioner was directed to refrain from changing the original map of the quarter but he did not mend his ways. Accordingly, one month notice as per Contract Appointment Policy, 2004 was served upon him and his services were terminated subsequently. He further added that the petitioner has availed and exhausted all the remedies of justice available to him.

6. I have heard the parties and gone through the record of the case placed before me and have come to the conclusion that the condition of quarter D-4 allotted to Mr. Shoukat Hayat Khan (petitioner) at the time of allotment was not too good to be used for accommodation. The main allegation on the petitioner is that he carried out illegal construction / modification in the allotted quarter against the government rules, as on ground official map cannot be changed without getting approval from Building Department. After careful observation, it has been observed that the fault also lies on the hospital administration that they allotted said residence to the petitioner on 11.02.2017 and handed it over which was incomplete. Secondly, when the petitioner

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Section Officer (Universities-III)  
Governor's Secretariat Punjab  
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GOVERNOR PUNJAB

argued in front of the University as well as hospital representatives that he did not utilize the said accommodation for a single day but resided in a 'lanky', they did not negate the stance of the petitioner. This shows that the petitioner's contract was terminated and he was dismissed from his contract service on such a petty issue. Further, there is no relevance and compatibility with the charge framed against the petitioner and penalty awarded to him.

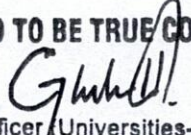
7. For what has been stated above, I, in compliance to the judgment passed by the Hon'ble Lahore High Court, Rawalpindi Bench, Rawalpindi vide order dated 12.09.2024 in Writ Petition No. 304 of 2021 titled as "Shoukat Hayat versus Vice Chancellor etc" hereby accept the representation of Mr. Shoukat Hayat Khan (petitioner), set aside the order dated 22.08.2019 passed by the Additional Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi and re-instate the petitioner into his contract service with immediate effect. On completion of remaining period of one year contract extension with reference to decision of the Syndicate dated 03.12.2018, the case of extension will be placed before the Competent Authority for consideration of further extension as per the law. The intervening period will be treated as leave without pay.

8. Parties to the case be informed accordingly.

(SARDAR SALEEM HAIDER KHAN)  
GOVERNOR / CHANCELLOR  
LAHORE

Dated: Lahore 06 DEC 2024

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Section Officer (Universities-III)  
Governor's Secretariat Punjab  
Lahore





13

No.GS UNIV-III)10-5/2024-882.  
**GOVERNOR'S SECRETARIAT  
PUNJAB**

Dated Lahore, the 11<sup>th</sup> December, 2024

Subject:- **REPRESENTATION**

I am directed to forward herewith a copy of order dated 06.12.2024 passed by the Hon'ble Governor / Chancellor, Rawalpindi Medical University, Rawalpindi on the subject cited representation for information and further necessary action.

(GHULAM HUSSAIN)  
SECTION OFFICER (UNIV-III)  
Section Officer (Universities-III)  
Governor's Secretariat Punjab  
Lahore

**Mr. Shoukat Hayat Khan s/o Amir Qasim Khan,**  
Ex-Sub Engineer,  
Benazir Bhutto Hospital, Rawalpindi,  
R/o House No.105-C, Faisal Colony Street No. 3,  
near Old Airport Road  
Rawalpindi.  
0300-5198681

**No. & Date Even**

**Copy of the Governor's Order is forwarded for information and necessary action to:**

- i. **Vice Chancellor,**  
Rawalpindi Medical University, Rawalpindi.
- ✓ ii. **Medical Superintendent,**  
Benazir Bhutto Hospital, Rawalpindi
- iii. **Assistant Registrar (Writ),**  
Lahore High Court,  
Rawalpindi Bench, Rawalpindi.  
(with reference to the Hon'ble Court's order dated  
12.09.2024 passed in Writ Petition No. 304 of 2021.

OS-  
Dr. Sumi  
18/12/24

(GHULAM HUSSAIN)  
SECTION OFFICER (UNIV-III)  
Section Officer (Universities-III)  
Governor's Secretariat Punjab  
Lahore



NOTE SHEET

OS / 17/12/24 (14)

It is submitted that with reference to the LHC Writ Petition No. 304/2021 which was disposed, dated 12.09.2024, wherein the matter was referred to the Chancellor of respondent university with direction to treat as representation and decide the same in accordance with the law.

1. In compliance to the above Orders, the hearing was afforded on 21.11.2024 by the worthy Governor Punjab, Lahore and Mr. Abdul Rehman Cheema, Deputy Registrar, RMU, Rawalpindi represented your office.
2. Now, Mr. Shaukat Haya Khan presented the Order bearing No. GS(UNIV-II) 10-5/2024-882, dated 06.12.2024, passed by Worthy Governor / Chancellor, Lahore and submitted his joining. The operative part of the decisions is as under: -

"For what has been stated above, I, in compliance to the judgment passed by the Hon'ble Lahore High Court, Rawalpindi Bench, Rawalpindi vide order dated 12.09.2024 in Writ Petition No. 304 of 2021 titled as "Shaukat Hayat Versus Vice Chancellor etc" hereby accept the representation of Mr. Shaukat Hayat Khan (petitioner), set aside the order dated 22.08.2019 passed by Additional Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi and re-instate the petitioner into his contract service with immediate effect. On completion of remaining period of one year contract extension with reference to decision of the Syndicate dated 03.12.2018, the case of extension will be placed before the Competent Authority for consideration of further extension as per law. The Intervening period will be treated as leave without pay".

3. As per orders above (Copy enclosed), Mr. Shaukat Hayat Khan reported to this office on 11.12.2024 to join his duties as Sub Engineer (Contract against BOM seat) accordingly. (Copy enclosed)

The same is forwarded to you for information and further necessary action accordingly, if required, being Competent Authority.

M. S.  
E-III (AHP)

O.S. 16/12/2024  
As per the order of Governor Punjab  
Account Officer  
17/12/24

DF, BBH

MS, BBH

Forwarded for necessary Approval.  
17/12/24

Vice Chancellor, RMU



15

**OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL, RAWALPINDI.**

No. E-III/HP/Admn/2024/ 45514-25

Dated: 18/12/2024

**OFFICE ORDER**

Subject: **JOINING**

With reference to the decision made by the Hon'ble Governor / Chancellor, Rawalpindi Medical University, Rawalpindi communicated vide Section Officer (Universities-III), Governor's Secretariat Punjab, Lahore letter No. GS (UNIV-III)10-5/2024-882, dated 11.12.2024, in compliance to the order passed by Lahore High Court, Rawalpindi Bench, Rawalpindi in the writ petition No. 304/2021, the operative part of the decision is reproduced is as under: -

*"For what has been stated above, I, in compliance to the judgment passed by the Hon'ble Lahore High Court, Rawalpindi Bench, Rawalpindi vide order dated 12.09.2024 in Writ Petition No. 304 of 2021 titled as "Shaukat Hayat Versus Vice Chancellor etc" hereby accept the representation of Mr. Shaukat Hayat Khan (petitioner), set aside the order dated 22.08.2019 passed by Additional Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi and re-instate the petitioner into his contract service with immediate effect. On completion of remaining period of one year contract extension with reference to decision of the Syndicate dated 03.12.2018, the case of extension will be placed before the Competent Authority for consideration of further extension as per law. The Intervening period will be treated as leave without pay".*

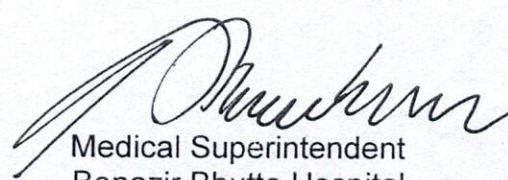
Consequent upon approval of Vice Chancellor, RMU / Allied Hospitals, Rawalpindi on the note sheet initiated by this office, Mr. Shaukat Hayat Khan, Sub Engineer (BOM Seat) is hereby reinstated into his contract service who reported to this office on 06.12.2024 and joined his duty on 11.12.2024 (F.N).

Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi.

**NO. & DATE EVEN.**

Copy for information to:-

1. The Assistant Registrar (Writ), Lahore High Court, Rawalpindi.
2. The Secretary to Government of the Punjab, SHC & ME Department, Lahore.
3. The Section Officer (Universities-III), Governor's Secretariat Punjab, Lahore with reference to decision communicated to this office vide referred above.
4. The Vice Chancellor, RMU / Allied Hospitals, Rawalpindi with reference to approval, as referred above.
5. The Principal, Rawalpindi Medical College, Rawalpindi.
6. The AMS (Admn), BBH, Rawalpindi.
7. The AMS (Finance), BBH, Rawalpindi.
8. The District Account Officer, Rawalpindi.
9. The Director Finance, RMU, Rawalpindi.
10. The Director Finance, BBH, Rawalpindi.
11. The DMS (Admn), BBH, Rawalpindi.
12. The DMS (Works), BBH, Rawalpindi.
13. The Account Officer, BBH, Rawalpindi.
14. Official concerned.

  
Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi.



16

26/11/18

26/11/18

**MINUTES OF 4<sup>th</sup> MEETING OF SYNDICATE, RMU/ALLIED HOSPITALS HELD IN THE ACADEMIC COUNCIL ROOM, NEW TEACHING BLOCK,**

**04<sup>TH</sup>**

**meeting of the Syndicate, RMU/Allied Hospitals, Rawalpindi was held on Monday, 03-12-2018 at 10.30 a.m in the Academic Council Room, New Teaching Block, Rawalpindi Medical University, Rawalpindi under the chairmanship of Prof. Dr. Yasmin Rashid, Minister for Health, Punjab.**

Room, New Teaching Block, Rawalpindi Medical University, Rawalpindi under the chairmanship of Prof. Dr. Yasmin Rashid, Minister for Health, Punjab.

Following members attended the meeting:-

1. **Prof. Muhammad Umar**, Vice Chancellor, Rawalpindi Medical University
2. **Mr. Mazhar Hussain Nizami**, Deputy Secretary (General) (Representative of Secretary Finance Department, Punjab)
3. **Mrs. Aetia Hamayun Sami**, Deputy Secretary (General) (Representative of Secretary Higher Education Department, Punjab)
4. **Lt. Gen. Syed Imran Majeed**, Vice Chancellor, NIMS, Islamabad (Representative of Chairman HEC)
5. **Dr. Muhammad Aslam**, Ex-Chairman, Board of Management, Rawalpindi Medical University
6. **Dr. Muhammad Saqib Ahsani**, Ex-Chairman, Board of Management, Rawalpindi Medical University
7. **Prof. Muhammad Aimal**, Professor of ENT, Rawalpindi Medical University, Rawalpindi
8. **Prof. Fareed Aslam Minhas**, Ex-Professor of Psychiatry, RMC, Rawalpindi
9. **Mr. Syed Irfan Ahmed**, Ex-Professor of Medicine, RMC, Rawalpindi
10. **Mr. Azeed Ata**, Financial Expert
11. **Prof. Atifa Shuaib**, Professor/Head of Pathology Department, RMU, Rawalpindi
12. **Dr. Shahzad Ahmed**, Medical Superintendent, Holy Family Hospital, Rawalpindi
13. **Mrs. Tasnim Kausar**, Principal, College of Nursing, Holy Family Hospital, Rawalpindi
14. **Dr. Faisal Murad**, Deputy Registrar, RMU, Rawalpindi

Following were also present:-

- > **Dr. Tariq Masood Khan Niazi**, MS BBH, invited guest/co-opted member
- > **Dr. Muhammad Khalid Mahmood Randhawa**, MS DHQ Hospital, Rawalpindi, invited guest/co-opted member
- > **Dr. Muhammad Hafeez ur Rehman**, Treasurer, RMU & Allied Hospitals, Rawalpindi, invited guest/co-opted member
- > **Dr. Athar Tehseen**, Director P&D, RMU/Allied Hospitals, Rawalpindi, invited guest
- > **Dr. Munawwar Farooq Abid**, Officer Incharge Admn, RMU (Old Campus)
- > **Mr. Kashif Zaher**, Budget & Accounts Officer, RMU, Rawalpindi

- o Meeting started with name of Allah and recitation from Holy Quran.
- o All participants of the meeting had their introduction.
- o **Prof. Muhammad Umar**, Vice Chancellor, RMU/Allied Hospitals, Rawalpindi welcomed worthy Health Minister SHC & ME Punjab, Pro-Chancellor/Chairman Syndicate and other honorable members. He appreciated the vision of Prof. Yasmin Rashid, Minister for



1) = Purchase of Flexible Video Cystoscope Adult and Advance Withdrawal for this under ADP Scheme No 1794 "Institute of Urology and Transplantation, Rawalpindi" (Withdrawal amount =Rs. 6,052,568/-)

- Tender of Flexible Video Cystoscope Adult was sent to DGPR on 03.01.2018.
- Two firms participated all technically accepted award was issued to the lowest bidder.
- According to PM & HI act VC has powers to purchase equipment upto Rs.4.000 Million
- Syndicate has full financial powers for the Purchase of Machinery & Equipment
- This equipment was to be purchased on C&F basis
- Advance withdrawal has been made on 07-06-2018 by VC through circular by exercising powers delegated to him under RMU Ordinance 2017 (V of 2017) at serial no. 13 (3)
- The Notification of this advance withdrawal has been sent to the members of the syndicate.

Approval of Syndicate for the Financial Sanction of Equipment & Advance withdrawal for opening of LC'S under action taken by VC. Finance & Planning Committee had recommended the case as per amended Schedule V notified on 18.08.2016 of PM & HI act Rules 2003 framed under PM & HI Act 2003 at serial No. 16 the syndicate has full financial powers for the Purchase of Machinery & Equipment and serial No. 47 Advance payment for purchase the Syndicate has full powers.

20

#### Extension of contract non-gazetted employees (98 + 32 employees) – 2 cases 20 (a) – Extension of Non-Gazetted Employees (98 employees)

Extension in contract granted to 98 contract employees, BDr, Rawalpindi, whose contract has expired and is needed to be extended (BPS-01 to BPS – 15).  
The case of extension in contract of 98 employees was presented in the 3<sup>rd</sup> meeting of Syndicate held on 24-05-2018 and the decision is as under:-

"Extension of the employees as mentioned in the working papers of the respective committees, subject to verification / endorsement by Institutional HR Committee."

#### BRIEF OF THE CASE:

These 98 officials were recruited on Contract basis for the period of 3 years & their contract has been expired, dates mentioned against each their names (as per list enclosed, Annex – II).

Their extension is required for continuation of pay as the contract period has been expired and the employees are still working. Their Performance Evaluation Reports are good.

Extension for further one year with effect from the date of expiry of their contract was also recommended by HR Committee RMU / Allied Hospitals under PMHI Act, 2003. Schedule III Rule 4(ii)

- After consulting all relevant record Syndicate accorded financial sanction for advance withdrawal to purchase of Flexible video cystoscope Adult worth Rs. 6,052,568/- for RIUT, Rawalpindi under ADP Scheme No. 1794 subject to completion of all codal formalities

Director P&D  
Treasurer  
RMU

Syndicate accorded the approval for extension of one year in contract appointment of the 98 employees of Benazir Bhutto Hospital, Rawalpindi as mentioned in the working paper subject to completion of all codal formalities, and with the condition that there is no restriction by Government in this regard

MS BBH



(18)

(104)

OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL, RAWALPINDI

- III / Admn /

10-143-45

Dated: 27<sup>th</sup> Feb.  
Mar. 2019

VICE ORDER:

As approved in the 4<sup>th</sup> meeting of Syndicate, RMU / Allied Hospitals, Rawalpindi held on 03-12-2018, the contract period of Mr. Shoukat Hayat Khan S/o Amir Qasim Khan, Sub - Engineer (Contract) is hereby extended for further one year from 03-01-2019 to 02-01-2020.

Addl: Medical Superintendent (Admn)  
Benazir Bhutto Hospital  
Rawalpindi

No. & Date: Even:

Copy to:

1. The Vice Chancellor, RMU / Allied Hospitals, Rawalpindi
2. The Medical Superintendent, BBH, Rawalpindi
3. The AMS (Finance), BBH, Rawalpindi
4. The Director Finance, RMU / Allied Hospitals, Rawalpindi
5. The Account Officer, BBH, Rawalpindi
6. Pay Bill Clerk, BBH, Rawalpindi
7. Official Concerned
8. Master File

Chasham .. Humm ..  
Addl. Medical Superintendent (Admn)  
Benazir Bhutto Hospital  
Rawalpindi

27/2/19



No. - VC/RMU/2025/324 dated :- 16-05-2025

**MINUTES OF THE MEETING OF ADMIN & HR COMMITTEE RMU/ALLIED HOSPITALS RAWALPINDI HELD ON 8-05-2025 AT 11.30 A.M IN MAIN CAMPUS RAWALPINDI MEDICAL UNIVERSITY TIPU ROAD, RAWALPINDI.**

The meeting of Human Resource Committee, RMU/Allied Hospitals, Rawalpindi was held under the chairmanship of Vice Chancellor, RMU, Rawalpindi in Syndicate Hall on **8-05-2025 AT 11.30 A.M.** Following officers attended:-

1. Dr. Saqib Abbasi, (Nominee of Syndicate)
2. Mst. Khadija Tul Kubra, Additional Secretary Admin SHC & MED (Video link)
3. The Consultant to VC, RMU, Rawalpindi
4. The Medical Superintendent, HFH, Rawalpindi
5. The Medical Superintendent, BBH, Rawalpindi
6. The Medical Superintendent, DHQ Hospital, Rawalpindi
7. The Deputy Registrar, Rawalpindi Medical University, Rawalpindi
8. The Budget & Accounts Officer, Rawalpindi Medical University, Rawalpindi
9. Principal, College of Nursing, HFH Rwp.

The following agenda items were discussed in the meeting and decisions taken thereof.

S. No.	Agenda Title	Agenda Details	Decision	Responsibility
1.	Approval of extension in contract appointment of Mr. Shoukat Hayat Khan, Sub Engineer	<p>It is submitted with reference to the LHC Writ Petition No. 304/2021, which was disposed of, dated 12.09.2024, wherein the matter was referred to the Chancellor of respondent university with direction to treat as representation and decide the same in accordance with the law.</p> <p>1. In compliance to the above order, an opportunity of personal hearing was afforded on 21.11.2024 by the worthy Governor / Chancellor Punjab, Lahore and passed order bearing No. GS(UNIV-II) 10-5/2024-882, dated 06.12.2024. The operative part of the decision is as under:- (Annex-I).</p> <p>"For what has been stated above, I, in compliance to the judgment passed by the Hon'ble Lahore High Court, Rawalpindi Bench, Rawalpindi vide order dated 12.09.2024 in Writ Petition No. 304 of 2021 titled as "Mr. Shoukat Hayat Khan (Petitioner), set aside the order dated 22.08.2019 passed by Additional Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi and re-instate the petitioner into his contract service with immediate effect. On completion of remaining period of one year contract extension with reference to decision of the Syndicate dated 03.12.2018, the case of extension will be placed before the Competent</p>	<p>The Admin &amp; HR committee recommended the case for extension in contract appointment of Mr. Shoukat Hayat Khan (Sub Engineer) w.e.f. 24.04.2025 to 31.12.2025.</p>	MS BBH



	<p>Authority for consideration of further extension as per law. The intervening period will be treated as leave without pay" (Annex-II)</p> <p>2. In compliance to the above referred order and after obtaining approval from Vice Chancellor RMU/ Allied Hospitals, Rawalpindi on note sheet, Mr. Shoukat Hayat Khan, Sub Engineer (BOM) joined his duty on 11.12.2024 (Annex-III).</p> <p>3. As per above order dated 06.12.2024, the remaining period i.e. 04 months &amp; 13 days of last extension in contract granted to Mr. Shoukat Hayat Khan, Sub. Engineer granted in the Syndicate dated 03.12.2018, shall be completed initially and upon completion of said period, his case shall be placed before the Syndicate for further necessary action.</p> <p>4. Now his last extension is being expired on 23.04.2025. Hence, the case for extension in contract appointment is being placed before the Syndicate for the period of one year w.e.f. 24.04.2025 to 23.04.2026 (PERS is enclosed) (Annex-IV).</p>		
2.	<p><b>ELIGIBILITY CRITERIA FOR THE POSTS OF DEPUTY DIRECTOR (STUDENT AFFAIRS) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18)</b></p> <p>The university after its inception created various teaching &amp; administrative posts including DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18). The eligibility criteria for the said posts are not available in the statutes of FJMU, adopted by the RMU. Therefore, it is proposed that the eligibility criteria of Deputy Director ORIC may kindly be recommended for DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18). All three posts carry BPS - 18 and having similar nature of functions in the university. Further, the provided criteria are most generic and vast competition is expected. The proposed criteria are given below.</p> <p>i. MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>ii. three years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization.</p> <p>OR</p>	<p>The Admin &amp; HR committee recommended that the eligibility criteria given in FJMU statutes against the post of Deputy Director ORIC - (BPS-18) to be used for Deputy Director (Student Affairs) - (BPS-18) &amp; Deputy Director (Academics) - (BPS-18).</p>	<p>VC RMU Registrar RMU</p>


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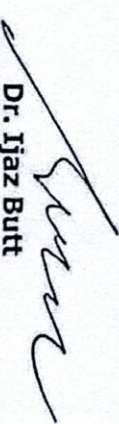
		<p>i. Master's degree or BS (second division) in Social Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>ii. five years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization.</p>		
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The meeting ended with a vote of thanks to and from the chair.


(Abdul Rehman)  
Deputy Registrar

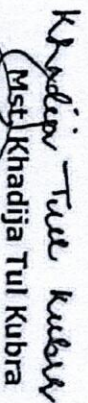
  
**Mst. Saeeda Zulfiqar**  
Budget & Accounts Officer  
Rawalpindi Medical University


  
**Mst. Naveela Kaousar**  
Principal  
College of Nursing, HFH Rwp.

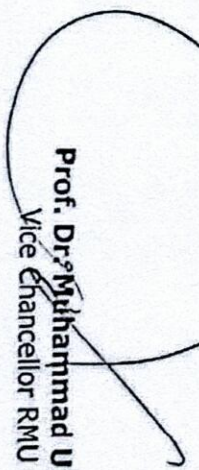
  
**Dr. Ijaz Butt**  
Medical Superintendent  
Holy Family Hospital Rwp.

  
**Dr. Irfay Bashir**  
Medical Superintendent  
Benazir Bhutto Hospital Rwp.

  
**Dr. Ikram Ullah Niazi**  
Medical Superintendent  
Rawalpindi Teaching Hospital Rwp.

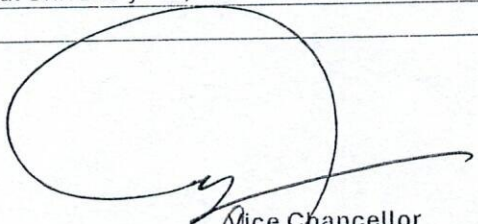
  
**Mst. Khadija Tui Kubra**  
Additional Secretary Admin  
Representative of SHC&ME Department

  
**Dr. Saqib Abbasi**  
Member of syndicate RMU Rawalpindi  
(Nominated by syndicate)

  
**Prof. Dr. Muhammad Umar**  
Vice Chancellor RMU



Name of Component	Rawalpindi Medical University
Case Description	<p><b>ELIGIBILITY CRITERIA FOR THE POSTS OF DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18)</b></p> <p>The university after its inception created various teaching &amp; administrative posts including DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18). The eligibility criteria for the said posts are not available in the statutes of FJMU, adopted by the RMU. Therefore, it is proposed that the eligibility criteria of Deputy Director ORIC may kindly be recommended for DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18). All three posts carry BPS – 18 and having similar nature of functions in the university. Further, the provided criteria are most generic and vast competition is expected. The proposed criteria are given below.</p> <p>i. MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>ii. three years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization.</p> <p style="text-align: center;"><b>OR</b></p> <p>i. Master's degree or BS (second division) in Social Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>ii. five years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization</p>
Action Required	Recommendation of the HR committee is required to place the agenda before syndicate for approval.
Relevant Rule(s)	Clause 22(2)h of Rawalpindi Medical University Act, 2017
Comments (If any)	

  
 Vice Chancellor  
 Rawalpindi Medical University

8/5/15



			experience in a national or international organization.  OR (i) MSc (second division) from an institute or a university recognized by the Higher Education Commission; and (ii) twelve years' relevant academic or administrative experience in a national or international organization.						
Fatima Jinnah Medical University Lahore	2. Additional Director (ORIC) (BPS-19)	Syndicate	(i) Ph.D. in Basic Sciences or Engineering and Information Technology or Management Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) six years' academic or research experience in a national or international organization.  OR (i) M.Phil. (second division) or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) ten years' academic or research experience in a national or international organization.  OR (i) MSc (second division) from an institute or a university recognized by the Higher Education Commission; and (ii) twelve years' relevant academic or administrative experience in a national or international organization.	-	(i) 50% by initial recruitment; and (ii) 50% by promotion on the basis of selection on merit from amongst the Deputy Directors (ORIC) (BPS-18) with seven years' service.  If none is available for promotion then by initial recruitment.	25	45	Regular or Contract	
Fatima Jinnah Medical University Lahore	3. Deputy Director (ORIC) (BPS-18)	Syndicate	(i) MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) three years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector	-	(i) 50% by initial recruitment; and (ii) 50% by promotion on the basis of seniority-cum-fitness from amongst the Assistant Directors (ORIC) (BPS-17) with five years' service.	25	45	Regular or Contract	

2/5/15

08



			organization.  <b>OR</b> (i) Master's degree or BS (second division) in Social Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) five years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization.			If none is available for promotion then by initial recruitment.		
Fatima Jinnah Medical University Lahore	4. Assistant Director (ORIC) (BPS-17)	Syndicate	Master's degree or BS (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission.	-	21	By initial recruitment.	35	Regular or Contract
Fatima Jinnah Medical University Lahore	5. Biostatistician (ORIC) (BPS-17)	Syndicate	(i) M.Sc. in Biostatistics (second division) from an institute or a university recognized by the Higher Education Commission; and (ii) one years' relevant experience.	-	20	By initial recruitment.	35	Regular or Contract
<b>QUALITY ENHANCEMENT CELL (QEC)</b>								
Fatima Jinnah Medical University Lahore	1. Director (Quality Enhancement Cell) (BPS-20)	Syndicate	(i) Ph.D. or FCPS or MS or MD or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and (ii) six years' relevant experience in a medical college or teaching hospital or university recognized by the Higher Education Commission.  <b>OR</b> (i) M.Phil. or MPH (second division) or equivalent qualification after MBBS from an institute or a university recognized by the Higher Education Commission; and (ii) ten years' relevant experience in medical college or teaching hospital or university recognized by the Higher Education Commission.	-	30	(i) 50% by initial recruitment; and (ii) 50% by promotion on the basis of selection on merit from amongst the Additional Directors (Quality Enhancement) (BPS-19) with five years' service.  If none is available for promotion then by initial recruitment.	50	Regular or Contract

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No- VC/RMU/2025/324 dated:- 16-05-2025

**MINUTES OF THE MEETING OF ADMIN & HR COMMITTEE RMU/ALLIED HOSPITALS RAWALPINDI HELD ON 8-05-2025 AT 11.30 A.M IN MAIN CAMPUS RAWALPINDI MEDICAL UNIVERSITY TIPU ROAD, RAWALPINDI.**

The meeting of Human Resource Committee, RMU/Allied Hospitals, Rawalpindi was held under the chairmanship of Vice Chancellor, RMU, Rawalpindi in Syndicate Hall on **8-05-2025 AT 11.30 A.M.** Following officers attended:-

1. Dr. Saqib Abbasi, (Nominee of Syndicate)
2. Mst. Khadija Tul Kubra, Additional Secretary Admin SHC & MED (Video link)
3. The Consultant to VC, RMU, Rawalpindi
4. The Medical Superintendent, HFH, Rawalpindi
5. The Medical Superintendent, BBH, Rawalpindi
6. The Medical Superintendent, DHQ Hospital, Rawalpindi
7. The Deputy Registrar, Rawalpindi Medical University, Rawalpindi
8. The Budget & Accounts Officer, Rawalpindi Medical University, Rawalpindi
9. Principal, College of Nursing, HFH Rwp.

The following agenda items were discussed in the meeting and decisions taken thereof.

S. No.	Agenda Title	Agenda Details	Decision	Responsibility
1.	Approval of extension in contract appointment of Mr. Shoukat Hayat Khan, Sub Engineer	<p>It is submitted with reference to the LHC Writ Petition No. 304/2021, which was disposed of, dated 12.09.2024, wherein the matter was referred to the Chancellor of respondent university with direction to treat as representation and decide the same in accordance with the law.</p> <p>1. In compliance to the above order, an opportunity of personal hearing was afforded on 21.11.2024 by the worthy Governor / Chancellor Punjab, Lahore and passed order bearing No. GS(UNIV-II) 10-5/2024-882, dated 06.12.2024. The operative part of the decision is as under:- (Annex-1).</p> <p>"For what has been stated above, I, in compliance to the judgment passed by the Hon'ble Lahore High Court, Rawalpindi Bench, Rawalpindi vide order dated 12.09.2024 in Writ Petition No. 304 of 2021 titled as "Mr. Shoukat Hayat Khan (Petitioner), set aside the order dated 22.08.2019 passed by Additional Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi and re-instate the petitioner into his contract service with immediate effect. On completion of remaining period of one year contact extension with reference to decision of the Syndicate dated 03.12.2018, the case of extension will be placed before the Competent</p>	<p>The Admin &amp; HR committee recommended the case for extension in contract appointment of Mr. Shoukat Hayat Khan (Sub Engineer) w.e.f. 24.04.2025 to 31.12.2025.</p>	MS BBH



		<p>Authority for consideration of further extension as per law. The intervening period will be treated as leave without pay" (Annex-II)</p> <p>2. In compliance to the above referred order and after obtaining approval from Vice Chancellor RMU/ Allied Hospitals, Rawalpindi on note sheet, Mr. Shoukat Hayat Khan, Sub Engineer (BOM) joined his duty on 11.12.2024 (Annex-III).</p> <p>3. As per above order dated 06.12.2024, the remaining period i.e. 04 months &amp; 13 days of last extension in contract granted to Mr. Shoukat Hayat Khan, Sub. Engineer granted in the Syndicate dated 03.12.2018, shall be completed initially and upon completion of said period, his case shall be placed before the Syndicate for further necessary action.</p> <p>4. Now his last extension is being expired on 23.04.2025. Hence, the case for extension in contract appointment is being placed before the Syndicate for the period of one year w.e.f. 24.04.2025 to 23.04.2026 (PERS is enclosed) (Annex-IV).</p>	
2.	<p>ELIGIBILITY FOR THE POSTS OF DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18)</p> <p>The university after its inception created various teaching &amp; administrative posts including DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18). The eligibility criteria for the said posts are not available in the statutes of FJMU, adopted by the RMU. Therefore, it is proposed that the eligibility criteria of Deputy Director ORIC may kindly be recommended for DEPUTY DIRECTOR (STUDENT AFFAIRS) - (BPS-18) &amp; DEPUTY DIRECTOR (ACADEMICS) - (BPS-18). All three posts carry BPS - 18 and having similar nature of functions in the university. Further, the provided criteria are most generic and vast competition is expected. The proposed criteria are given below.</p> <p>i. MS or M.Phil. (second division) in any discipline or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>ii. three years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization.</p>	<p>The Admin &amp; HR committee recommended that the eligibility criteria given in FJMU statutes against the post of Deputy Director ORIC - (BPS-18) to be used for Deputy Director (Student Affairs) - (BPS-18) &amp; Deputy Director (Academics) - (BPS-18).</p>	VC RMU Registrar RMU

OR

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		<p>i. Master's degree or BS (second division) in Social Sciences or equivalent qualification from an institute or a university recognized by the Higher Education Commission; and</p> <p>ii. five years' post qualification teaching or administrative experience in a public or private institute or a university recognized by the Higher Education Commission or public sector organization.</p>	
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The meeting ended with a vote of thanks to and from the chair.

(Abdul Rehman)  
Deputy Registrar

Dr. Ijaz Butt  
Medical Superintendent  
Holy Family Hospital Rwp.

Mst. Khadija Tul Kubra  
Additional Secretary Admin  
Representative of SHC&ME Department

Prof. Dr. Muhammad Umar  
Vice Chancellor RMU

Mst. Naveela Kaousar  
Principal  
College of Nursing, HFH Rwp.

Dr. Ikram Ullah Niazi  
Medical Superintendent  
Rawalpindi Teaching Hospital Rwp.

Mst. Saeeda Zulfiqar  
Budget & Accounts Officer  
Rawalpindi Medical University

Dr. Irfan Bashir  
Medical Superintendent  
Benazir Bhutto Hospital Rwp.

Dr. Saqib Abbasi  
Member of syndicate RMU Rawalpindi  
(Nominated by syndicate)



# SYNDICATE

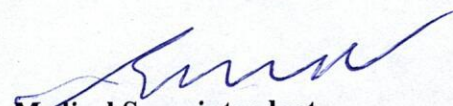
## Rawalpindi Medical University & Allied Hospitals, Rawalpindi

Agenda No: 04 Institution Name: Holy Family Hospital Rawalpindi dated: \_\_\_\_\_

Title	Approval for utilization of SSP-PLA 02% Share reserved for "Improvement/Maintenance & Repair of Hospital (Infrastructure and Equipment) or Preparation of UHI Claims for submission to the Insurance Company/UHI Counters by the Government Hospital" w.e.f 25-12-2024 to 11-04-2025		
Case Summary	<p>Reference Government of the Punjab SHC &amp; ME Department, Lahore vide notification No. SC (Dev-I) 25-69/2020(P-VI) dated 23-01-2023.</p> <p>As per approval of Standing Cabinet Committee on Universal Health Insurance (UHI) in its 9<sup>th</sup> meeting dated 09-01-2023, with regard to interim Share Distribution Formula for empaneled public sector hospitals, the following share distribution formula was finalized by the committee: -</p>		
	S/N	Description	Share
	A	The Government Share	<p style="text-align: center;"><b>66%</b></p> <p>(Read with Sr. No. A (ii) in the 2<sup>nd</sup> Column)</p>
	B	<p style="text-align: center;"><b>The Government Hospital Share</b></p>	
		<p>The Government Hospital Share shall be further Sub-divided as follows:-</p>	<p style="text-align: center;"><b>34%</b></p> <p>(Read with Sr. No. A (ii) in the 2<sup>nd</sup> column)</p>
		<p>i. Amount to be utilized by the empaneled Government Hospital for provision of Medicines / disposables and arranging diagnostic test for the patients being treated under the UHI / Sehat Sahulat program (SSP) to ensure cashless medical services for such patient. This amount shall be treated as, the pool.</p>	<p style="text-align: center;"><b>20%</b></p>
		<p>ii. Incentive to HR of the Hospital concerned.</p> <p>iii. Improvement/Maintenance &amp; Repair of Hospital (Infrastructure and Equipment) or Preparation of UHI Claims for submission to the insurance company/UHI counters by the Government Hospital.</p>	<p style="text-align: center;"><b>12%</b></p> <p style="text-align: center;"><b>02%</b></p>
		<b>Grand Total</b>	<b>100%</b>



	<p>As per above mentioned direction / Notification dated: 23.01.2023 at Sr. No. 2.5 (i) Page No. 0526</p> <p><b>the Govt. Hospital share reserved for “Improvement / maintenance and repair of hospital (infrastructure and equipment)”</b> shall be utilized in manner mentioned hereinafter. The empaneled autonomous Medical Institutions (AMIS) working under the Punjab Medical and Health Institutions (PMHI) Act-2003, shall obtain / seek approval from their respective Boards of Management for:</p> <p>a. Prioritization of arrear of the GH which need improvement/repair (building, equipment, and wards/patients, furniture &amp; fixture)</p> <p>b. Incurring expenditure of this amount on the basis of estimated cost(s).</p> <p>In the light of interim share distribution formula at Serial No. B (iii) <b>“02%</b></p> <p><b><u>Improvement / Maintenance &amp; Preparation of UHI Claims for submission to the insurance company / UHI counters by the Government Hospital,</u></b> The following estimated expense of amount of Rs. 3,668,039 /- are to be made: -</p> <table><tr><th colspan="3">A13101- Repair of Machinery &amp; Equipment</th></tr><tr><td>1.</td><td>Boiler Repair</td><td>Rs.3,668,039 /-</td></tr><tr><td colspan="2">Total</td><td>Rs. 3,668,039 /-</td></tr></table> <p>An amount of Rs. 3,668,039 /- is lying in SSP-PLA for period from <b>25-12-2024 to 11-04-2025.</b></p>	A13101- Repair of Machinery & Equipment			1.	Boiler Repair	Rs.3,668,039 /-	Total		Rs. 3,668,039 /-
A13101- Repair of Machinery & Equipment										
1.	Boiler Repair	Rs.3,668,039 /-								
Total		Rs. 3,668,039 /-								
Recommen ding Authority	Finance & Planning Committee recommended this agenda for approval FROM syndicate, in its 26 <sup>th</sup> meeting held on 05-05-2025.									
Action Required	Syndicate RMU is requested to approve this agenda.									
Relevant Rule	Punjab Medical & Health Institution Act, 2003 amended in 2016) Serial No. 17 Fund Management (1).									

  
**Medical Superintendent,**  
**Holy Family Hospital,**  
**Rawalpindi.**



**A13101 Repair of Machinery & Equipment (SSP)**

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	Amount	Remarks
Previous Balance	867,680	
Approved (22-03-2024 to 29-06-2024)	2,280,625	16 <sup>th</sup> Syndicate in its Session Held on 1 <sup>st</sup> Nov 2024 approved Budget for HVAC repair & maintenance but in 17 <sup>th</sup> Syndicate Approval for repair & maintenance of boiler. Because one firm M/S Cogent Mep trading & Development Co participated in the tender of repair of HVAC but the same was technically rejected due to non fulfillment of technical evaluation criteria. Due to this the amount allocated for repair of HVAC was approved by 17 <sup>th</sup> Syndicate held on 13-03-25 to utilize this amount for the repair & maintenance of boiler.
Approved (15-08-2024 to 24-12-2024)	3,419,109	17 <sup>th</sup> Syndicate held on 13-03-25
Balance	6,567,414	



Dated:- 05/10/2024

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M/S Sigma Enterprises,  
Office No 01, 1<sup>st</sup> Floor Bewal Plaza Potohar Road I-9 Markaz,  
Islamabad.

Subject:

**AWARD/WORK LETTER FOR THE CONTRACT OF REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS HOLY FAMILY HOSPITAL RAWALPINDI FOR THE YEAR 2023-24**

Reference this office tender Notice No. Nil opened on 11/06/2024 and your tender Invoice No. SEP-2K24/HFH/448 dated: 10-06-2024 on the subject noted above & letter of intent No: PC/P/HFH/433 dated: 08/08/2024.

Following documents have been received.

1. Contract agreement on official stamp paper of Rs. 24,490/- (@0.25% of total value of contract).
2. Safeguard certificate on official stamp paper of Rs.100/-.
3. 10% Call Deposit Receipt CDR No FT2427000Y88CZWJS dated: 26-09-2024 amounting to Rs. 979,601/- in the shape of deposit receipt in the name of Medical Superintendent Holy Family Hospital Rawalpindi.

Your offer for the work of **REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS** at Holy Family Hospital Rawalpindi has been accepted by the Tender & Purchase Committee Holy Family Hospital Rawalpindi, being lowest. Now you are directed to complete the work within the said time.

Detail of items is as under:

Sr. No	Description of Items /Specification	A/U	Approx Qty	APPROVED UNIT RATE 2023-24	TOTAL AMOUNT IN RS
1	Supply of Boiler Tubes seamless ASTM 192A/ A210 ASTM 192A/ A210 OD 50.4mm ID 44.0mm As Per ASME Standard As per approved by Boiler Inspector	No	148	17000	2516000
2	Make sure incline ductility and reline hardness Set the temperature according to code and recrystallization temperature Test pressure 175 psi Dia as actual and length same 3 <sup>rd</sup> party inspection report attached for further clarity and technical information's for vendors During Job, a th <sup>rd</sup> party inspector with chief inspector of boiler or inspector of boiler will visit the site intermediately to check and verify the quality and materials testing.	No	148	8500	1258000
3	Replacement of rear and front tube sheets 570 ASTM grade Removal of existing tube sheet Shell internal cleaning Reinforcement of indicated areas as per attached annexure , epoxy paint internal Heat treatment process pre & post by following the recommended temperature as per ASME code Boiler sheet should be approved from CIB Islamabad with sign & stamp of government letter 3 <sup>rd</sup> party inspector (government approved inspector) and chief inspector of boiler will approve the materials and quality works parallel.	No	2	655000	1310000
4	Removal of boiler insulation and cladding (existing) , remove the existing materials from HFH plant room Cleaning of shell surface area Coating of epoxy fire side high temperature (approved epoxy ) Replacement of mobbery connections Replacement of mounting fittings connections Reinstallation of mild steel patti for rock wool Installation of Rockwool 100 mm Density 120 kg/cm2 Reinstallation of cladding sheet mild steel 22 SWG with high temp paint and finishing General parts included Approved from local authority (boiler inspector) Complete job in turnkey basis	No	1	282000	282000
5	supply of water gauge glass klinger Austria or Ilmadur Germany inlet/outlet 25mm, PN 12, 1/2" 25 test pressure 12 bar ( 150 psi) file attached with annexure-A	No	1	107100	107100
6	Supply of McDonald mobbery and water column included valves and fittings Probs also included for 2 <sup>nd</sup> safety Approved ASME, API and ASTM file attached with annexure-A	No	1	119700	119700
7	Repairing of stop valve , replacement of gland packing unit , pressure gas kits and paint shop work	No	1	27720	27720
8	Refurbishment of safety valve, replacement of pressure spring, repairing of huddling chamber, replacement of gas kits and allied works Test pressure 150 psi Set pressure 100 psi Blow off pressure 110 psi	No	2	31000	62000
9	Repairing of feed check valve with all mounting fittings Design pressure 150 psi Design temperature 174.4 Celsius	No	1	22680	22680
10	Replacement of pressure gauges WIKA Germany Pressure range 0-225 psi Reading bar & psi	No	1	23310	23310
11	Repair of pressure switches Honeywell Pressure range 50-250 psi Differential 5-25 psi	No	2	12600	25200
12	Replacement of back vision glass Temp 370 Celsius	No	1	6300	6300
13	Repairing of blow down valve Pn 10, Dn 50 imported Approved from inspector	No	1	25200	25200
14	Repairing of forge steel valve Pn 25, Dn 50 Imported Fix welded valve for blow off preopening	No	1	18900	18900
15	Install new air vent valve forge steel Made in korea imported Pn 16, Dn 12 with pipe and fittings	No	1	18900	18900
16	Fixing all mounting fittings as per design and codes to meet the inspection and authority requirements	Job	1	188000	188000



	Removal of existing resin from water softening plant, rubber coating or fiber coating inside vessels, replacement of WS vessels at 100 psi, replacement of filters, interconnecting pipes Replacement of resin media Included fittings, media and regeneration process Valve fittings Brine tank will also be replaced with new tank and allied fittings.	Job	1	945000	945000
	<u>Chemical dosing unit</u>				
	Supply of chemical dosing pump and chemical tank 5 l/h à 5 bar 120 Imp. max / min 0.97 mL / Imp. Power : 32W Intensity : 0.14A Foot mounted Anti-acid plastic casing IP65 protection O2 tanks for chemical dosing unit with filter	No	1	347000	347000
19	<u>Feed water pumps</u>				
	Refurbishment of feed water pumps Replacement of seals (HP & HT Mech) Shaft repairing or replace with new Replacement of damaged impellers Complete overhauling	Job	2	462000	924000
20	<u>Feed water tank</u>				
	Cleaning and repairing of existing feed water tank included fiber coating lining Install a new gauge glass with valves Install a automatic level controller install a hi & low level indicator complete overhauling and refurbishment Installation of McDonald and millers USA mobberry with complete set	Job	1	675000	675000
21	<u>Laundry</u>				
	Extension of laundry machines valves and steam pipes Interconnecting pipe lines and fittings of laundry machines Insulation and cladding of connection points Make sure the condensate return included pipe lines including insulation and cladding and allied fittings from laundry plant room to feed water tank	Job	1	632000	632000
22	<u>Steam distributor header (SDH)</u>				
	Replacement of insulation of header with cladding Installation of safety valve on SDH approved for 12 bar and 184.6 Celsius.	Job	1	262000	262000
				<b>Total Amount</b>	<b>9796010</b>

- Warranty of **REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS** of equipment and supplied parts will be six (06) months.
- Delivery Period of parts of equipment and time period for repair of equipment will be 30 days or earlier from the date of issuance of work order.
- Place of repair of equipment and delivery of parts will be in Holy Family Hospital, Rawalpindi.
- Warrantee period is 06 months.
- This contract agreement shall remain valid till 30<sup>th</sup> June, 2025.
- All decisions shall be made as per terms & conditions of the tender documents/PPRA Rules.
- No welder repairs shall be made upon any boiler, pressure vessel or pressure piping unless.
- The welder is the holder of a valid all position pressure welder's certificate signed by the chief inspector 8 SR 61/78.
- Upon completion of the repair the department shall be notified and an inspection n... before the repaired unit is returned to service.
- No welded repair shall be made upon and boiler, pressure vessel or pressure piping where such welding is required by the A.S.M.E code to be stress relived and x-rayed expect it be done in accordance with an approved procedure and under such conditions as meet all A.S.M.E code requirements and are satisfactory to the chief inspector.
- No welded repair shall be made upon and boiler, pressure vessel or pressure piping by other than electric arc process and under no circumstances shall any welding be done on any boiler, pressure vessel or pressure piping which is under pressure.
- Vendor will be responsible to provide all documents of MTC for boiler tubes, boiler tube sheets and other parts. No permission for used materials in HFH, used valves and equipment will be rejected and HFH have right to reject any used or substandard materilas/parts.

Please note the contract stands concluded with the acceptance of terms & conditions of contract agreement duly signed by you. All rules of PPRA (2014 & amendments) shall be apply to this award letter and also mentioned in the bidding documents.

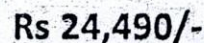
Copy to :-

1. The Vice Chancellor, RMU & Allied Hospitals, Rawalpindi.
2. The Director Finance Holy Family Hospital Rawalpindi.
3. The AMS Stores, Holy Family Hospital, Rawalpindi.
4. The Accounts Officer, Holy Family Hospital, Rawalpindi,
5. The Store Keeper, Holy Family Hospital, Rawalpindi,

*[Signature]*  
Medical Superintendent  
Holy Family Hospital  
Rawalpindi

*[Signature]*  
Medical Superintendent  
Holy Family Hospital  
Rawalpindi





1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the General/ Special Conditions of this Contract hereinafter referred to as "Contract":
2. The following documents shall be deemed to form and be read and construed as integral part of this Contract, viz:-
  - a. Price Schedule submitted by the bidder,
  - b. Technical Specifications;
  - c. General Conditions of Contract;
  - d. Special Conditions of Contract; and
  - e. Procuring Agency's Award of contract; and
  - f. Purchase Order
3. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the Repair & Maintenance Machinery Services and to remedy defects therein in conformity in all respects with the provisions of this Contract.
4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the Repair & Maintenance Machinery Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the time and in the manner prescribed by this Contract.
5. [The Supplier] hereby declares that it has not obtained or induced the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of Punjab or any administrative subdivision or agency thereof or any other entity owned or controlled by it (Government of Punjab) through any corrupt business practice.
6. Without limiting the generality of the foregoing, [the Seller/ Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc, paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or including the procurement of a Contract, right interest, privilege or other obligation or benefit in whatsoever form from Government of Punjab, except that which has been expressly declared pursuant hereto.
7. [The Supplier] certifies that has made and shall make full disclosure of all agreements and arrangements with all persons respectively related to the transaction with Government of Punjab and has not taken any action or shall not take any action to circumvent the above declaration, representation or warranty.

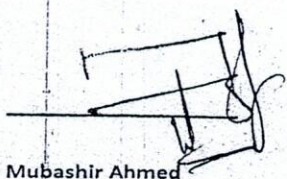


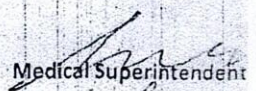


- accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresentation or action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any Contract, right, interest or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Procuring Agency under any law, Contract or other instrument, be voidable at the option of Procuring Agency.
- Notwithstanding any rights and remedies exercised by Procuring Agency in this regard, [The Supplier] agrees to indemnify Procuring Agency any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Procuring Agency in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [The Supplier] as aforesaid for purpose of obtaining or inducing the procurement of any Contract, right, interest, privilege or other obligation or benefit in whatsoever from Procuring Agency.
10. The supplier shall ensure provision of **REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS** to the end users as per order of Medical Superintendent of Hospital. In case of non repair, Medical Superintendent of Hospital shall be authorized to repair the same at risk and cost of supplier without any notice.
  11. Quality of **REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS** will be checked by the Hospital/components through inspection committee notified by the Medical Superintendent/incharge of the institution.
  12. Partial **REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS** shall not be accepted.
  13. If the rates charged by the supplier are found higher than the market rates /other organization rates, the extra money charged shall have to be refunded by the supplier.
  14. In case of any dispute concerning the interpretation and/or application of this Contract shall be settled through arbitration. The Secretary, Law and Justice and Human Rights or his nominee shall act as sole arbitrator. The decisions taken and/or award made by the sole arbitrator shall be final and binding on the Parties.
  15. This Contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction.
  16. Payment will be made by the end users as per rules after completion of all formalities.
  17. In case of breach of terms & conditions of contract agreement, security of the supplier shall be forfeited besides other action as per rules.
  18. Warranty: 06 months from the date of **REPAIR OF BOILER NO 1 ALONG WITH ALLIED EQUIPMENTS**
  19. The supplier will be responsible to refund any excess amount paid due to any error in calculation or mistake in evaluating the offer.
  20. This contract agreement shall remain valid till 30<sup>th</sup> June, 2025.
  21. No welder repairs shall be made upon any boiler, pressure vessel or pressure piping unless.
  22. The welder is the holder of a valid all position pressure welder's certificate signed by the chief inspector 8 SR 61/78.
  23. Upon completion of the repair the department shall be notified and an inspection made before the repaired unit is returned to service.
  24. No welded repair shall be made upon and boiler, pressure vessel or pressure piping where such welding is required by the A.S.M.E code to be stress relieved and x-rayed except it be done in accordance with an approved procedure and under such conditions as meet all A.S.M.E code requirements and are satisfactory to the chief inspector.
  25. No welded repair shall be made upon and boiler, pressure vessel or pressure piping by other than electric arc process and under no circumstances shall any welding be done on any boiler, pressure vessel or pressure piping which is under pressure.
  26. Vendor will be responsible to provide all documents of MTC for boiler tubes, boiler tube sheets and other parts. No permission for used materials in HFH, used valves and equipment will be rejected and HFH have right to reject any used or substandard materials/parts.
  27. Please note the contract stands concluded with the acceptance of terms & conditions of contract agreement duly signed by you. All rules of PPRA (2014 & amendments) shall be apply to this award letter and also mentioned in the bidding documents & Specifications.
  28. All decisions shall be made as per terms & conditions of the tender documents/PPRA Rules. Late delivery Charges will be imposed as per rules.
- IN WITNESS Whereof the Parties hereto have caused this Contract to be executed at Rawalpindi the place) and shall enter into force on the day month and year first above mentioned.

SIGNATURE & STAMP

NAME:  
FATHER'S NAME:  
DESIGNATION:  
ADDRESS:  
NIC#:

  
Mubashir Ahmed  
Shafiq Ahmed  
Proprietor  
House No: 108, Street No: 04, Sector G15/1, Islamabad.  
31302-9000373-1

  
Medical Superintendent  
Holy Family Hospital



OFFICE OF THE MEDICAL SUPERINTENDENT

HOLY FAMILY HOSPITAL RAWALPINDI

No. RFH/1345-48

Dated: 18-04-2024

To

The Secretary  
Specialized Healthcare & Medical Educations  
Govt of the Punjab Lahore

Subject:

**STATUS OF BOILERS INSTALLED AT HOLY FAMILY HOSPITAL, RAWALPINDI**

Two boilers were received in ADP Scheme in 2000, bearing ID: SFW-O/G-04 and ID: SFW-O/G-044. One is out of order for the last five years, while the other one although functional but has lost its 70% efficacy.

The importance of the boiler lies in the fact that it provides steam to two crucial departments of the hospitals i.e Laundry and Central Sterilization / Autoclave department (CSSD).

A third party evaluation of the boiler was done from M/s Metaline Global (Pvt) Ltd for its functionality on 30-12-2023. After inspection it was decided that chemical testing of the boiler is mandatory. The inspection report, mentioning recommendation and conclusion is at hand.

In nut shell, in a meeting with HOD of the firm M/s Metaline Global (Pvt) Ltd, was concluded that the purchase of two new Boiler Machines, each one of 4 ton capacity, is of utmost importance, so as to avoid any untoward incident e.g blast etc. for the smooth functioning of the dependent plants on the boiler i.e Laundry and Central Sterilization / Autoclave department (CSSD).

Keeping in view the above facts, hospital decided to float the tender for purchase of new boiler unit of capacity 4 ton. Two firms participated in tendering process and both found technically responsive by technical evaluation committee. Financial tender was opened on 13-03-2024 in which M/s Radiant Medical Pvt Ltd declared lowest at the rate of Rs. 104,611,546/- including all essential items.

You are requested to release the above mentioned grant for purchase of new boiler unit to fulfill the requirement of hospital.

Copy of Information:

- 1 Vice Chancellor, RMU & Allied Hospital, Rawalpindi.
- 2 AMS Admin, Holy Family Hospital, Rawalpindi.
- 3 Account Officer, Holy Family Hospital, Rawalpindi.

Medical Superintendent  
Holy Family Hospital  
Rawalpindi

Medical Superintendent  
Holy Family Hospital  
Rawalpindi



# PROGRESS REPORT OF CIVIL COMPONENTS LOAN NO PAK-0044 UP TO 24-01-2001

## EQUIPMENT RECEIVED

O.	NAME OF EQUIPMENTS	NAME OF FIRMS & PRINCIPAL	APPROVED PRICES	COST IN U.S \$	L.C. NO AND DATE	PRESENT STATUS
MC/99	02/PD/6.3/1/RMC LIFTS L.G KOREA/142 Dated 22-02-2000 (qty 6)	M/S ZIAFCO	\$192,000	192,000	IDB/368944/156 Dated 6-3-2000	3 Installed 3 Under Installation
MC/99	02/PD/6.1/1/RMC/3X750 KVA STANDBY D.G. SETS/63/CE/PD/HFH/99/2426 Dated 5-11-1999 (qty 3)	M/S SIEMENS M/S ISBIR ELEKTRIK	\$225,348	225,348	IDB/369923/156 Dated 12-01-2000	2 Installed 1 Under Installation
ER	IG-11/RMC/Boller Equipment/2x4 Tph Steam Boilers/1 Dated 01-01-2000 (qty 2)	M/S DESCON ENGINEERING LTD.	Rs. 17,000,000.00	327,868.85	IDB/INLAND/258/156 Dated 21-02-00	1 Installed
IC/99	02/PD/6.5/1/RMC/Telephone System (Alcatel 4400) 40 x 400/676 Dated 24-06-2000 (qty 1)	M/S ALCATEL PAK M/S ALCATEL FRANCE	\$38,227	38,227	IDB/369967/156 Dated 02-08-2000	1 Under Installation
C/99/	Contract No.02/CE/PD/HFH/2000/HVAC/ Cooling Tower (B)/ 858 Dated 04-08-2000 (1 system)	M/S AL-HASSAN M/S BELL & GOSSETT	\$ 58,413.00	59,413.00	IDB/369979/156 Dated 24-08-2000	Under Installation
/99/	Contract No.02/CE/PD/HFH/2000/HVAC/Gate Valves, Check Valves, Strainer etc (F)/862 Dated 04-08-2000	M/S AL-HASSAN M/S ECONOSTO MID EAST	\$ 80,842.00	80,842.00	IDB/369971/156 Dated 24-08-2000	Under Installation
/99/	Contract No.02/CE/PD/HFH/2000/HVAC/ Control & Air Devices (G)/ 863 Dated 04-08-2000	M/S AL-HASSAN M/S JOHNSON	\$ 108,560.00	108,560.00	IDB/369978/156 Dated 24-08-2000	Under Installation
/99/	Contract No.02/CE/PD/HFH/2000/HVAC/ Fans/ G.I. Sheet, etc (J)/872 Dated 07-08-2000	M/S AL-HASSAN	\$ 195,915.00	195,915.00	IDB/369970/156 Dated 24-08-2000	Under Installation
/99/	Contract No.02/CE/PD/HFH/2000/HVAC/ Chilled Hot Water Pipe & Fittings (E)/861 Dated 04-08-2000	M/S AL-HASSAN M/S ECONOSTO MID EAST	NLG 247,325.00	129,963.55	IDB/369972/156 Dated 24-08-2000	Under Installation
/99/	Contract No.02/CE/PD/HFH/2000/HVAC/ Carrier Direct Fired Absorption Chillers (A)/857 Dated 04-08-2000	M/S AL-HASSAN M/S CARRIER MIDDLE	¥ 56,338,932.00	491,814.5	IDB/369989/156 Dated 24-08-2000	Under Installation
/99/	Contract No.02/CE/PD/HFH/2000/HVAC/ Air Handling Units (C)/ 859 Dated 04-08-2000	M/S AL-HASSAN M/S CARRIER MIDDLE	\$ 214,100.00	214,100.00	IDB/369988/156 Dated 24-08-2000	Under Installation

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**Boiler # 01**      **Serial No. SFW O/G 043-01**

S#	Firm Name	Order No.	Date	Detail	Bill No	Date	Total Amount
1	Asad Husain al asad	3274-77	31-01-2009	De-scaling	AHA/09/HFH		98500
2	Asad Husain al asad	8090-93	26-01-2010	De-scaling	Aha/05/hfh/2010	20-02-2010	109800
3	Kr enterprises	1480-84	8/8/2014	De-scaling	1213255	6/9/2014	99000
4	Business World	25612-16	2/6/2015	Maintenance of boiler	109	6/6/2015	99500
5	Business world	8402-06	1/10/2015	Work of water pump	37	26-10-2015	72000
6	Cenofex	21724-28	11/5/2016	Maintenance of boiler	27	14-06-2016	85000
7	Life Solution	24268-72	4/2/2017	De-Scaling and general maintenance	53	3/4/2017	80000
8	Boiler Tech	4245-49	7/9/2016	Repairing and maintenance of main steam line.	301	9/9/2016	19000
9	Kr Inter	13711-15	8/12/2017	Side cleaning,	111	19-01-2018	85000
10	Malik Enterprises	8359-63	2/10/2018	Welding of steam header	3	26-11-2028	53500
11	Life solution	5920-24	17-09-2019	Annual maintenance	19-20-11	28-10-2029	95000
12	Arham Traders	22331-34	10/4/2020	Blower motor rewinding	34	11/6/2020	37000
13	Minister Enterprises	12272-76	16-12-2020	Third party boiler report	Cb0022	15-01-2021	85000
14	Fast tech	5265-69	20-01-2024	Water side material test	Ft-130	17-02-2024	199500
15	Fast tech	5240-44	19-01-2024	Water side material test	Ft 129	19-01-2024	199500
<b>TOTAL AMOUNT</b>							<b>1417300</b>

2288  
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**OFFICE OF THE MEDICAL SUPERINTENDENT  
HOLY FAMILY HOSPITAL RAWALPINDI**

**OFFICE NOTE:**

**Subject: BOILER STATUS INSTALLED AT HOLY FAMILY HOSPITAL RAWALPINDI**

It is submitted that two Boilers were received in ADP Scheme in 2000, bearing ID: SFW-O/G-043 & ID: SFW-O/G-044. Boiler No one is out of order for the last 5 years while Boiler No: 02, although functional but has lost its 70% efficacy.

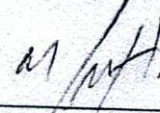
A third party evaluation of Boiler was done from M/S Metaline Global (PVT) Ltd for its functionality on 30-12-2023. After inspection it was decided that Chemical Testing of the Boiler is mandatory. The inspection report mentioning the recommendation and conclusion is at hand.

The Chief Executive officer of the firm M/S Metaline Global (PVT) Ltd recommended the purchase or repair of the Boilers, So as to avoid any untoward incident e.g blast/explosion etc.

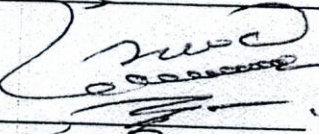
Keeping in view the sensitivity of the equipment, we requested competent authority for release of funds to purchase new Boilers.

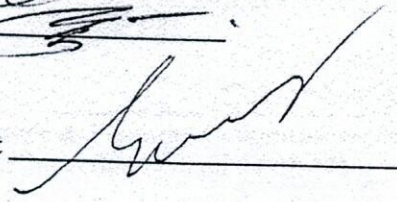
Therefore Hospital decided to float the tender for purchase of new Boiler unit of 04 Ton capacity. Two firms participated in the tender process, both firms found technically responsive by TEC committee. Financial tender was opened on 13-03-2024 in which M/S Radiant Medical Pvt (Ltd) declared lowest @ Rs: 104,611,546/-. But due to non-availability of funds tender process was cancelled, and direction was given to proceed for repair of nonfunctional Boiler. Rough cost estimate for the repair of Boiler is Rs: 9.8Million.

Therefore you are requested to give us permission to repair the Boiler for smooth running of this Hospital & as to avoid any untoward incident e.g blast/explosion etc

Boiler Supervisor 

DMS Boiler 

AMS Purchase 

Medical Superintendent 





# SIGMA ENTERPRISES

Office: 01, First Floor, Bewal Plaza I-9 Markaz, Islamabad.

Phone: 051-4442202 | Fax: 051-2150384

Web: www.sep.com.pk | Email: info@sep.com.pk

Medical Superintendent,  
Holy Family Hospital,  
Rawalpindi.

Bill no.	588
NTN	7117856-8
Date	

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Subject: - Bill/Commercial Invoice

for the Repair of Boiler No. 01 along with Allied Equipment installed at HVAC Plant Holy Family Hospital.

Dear Sir,

In accordance with your Award/Supply Order No. PC/P/HFH/2472-76 dated:05-10-2024 details as under:

S/No	Description	UOM	Qty.	U/Price	Total
1	Supply of Boiler Tubes seamless ASTM 192A/ A210 ASTM 192A/ A210 OD 50.4mm ID 44.0mm As Per ASME Standard As per approved by Boiler Inspector	No.	148	17,000.00	2,516,000.00
2	Make sure incline ductility and reeline hardness Set the temperature according to code and recrystallization temperature Test pressure 175 psi Dia as actual and length same 3 <sup>rd</sup> party inspection report attached for further clarity and technical information's for vendors During job, a third party inspector with chief inspector of boiler or inspector of boiler will visit the site intermediately to check and verify the quality and materials testing.	No.	148	8,500.00	1,258,000.00
3	Replacement of rear and front tube sheets 570 ASTM grade Removal of existing tube sheet Shell internal cleaning Reinforcement of indicated areas as per attached annexure , epoxy paint internal Heat treatment process pre & post by following the recommended temperature as per ASME code Boiler sheet should be approved from CIB Islamabad with sign & stamp of government letter 3 <sup>rd</sup> party inspector (government approved inspector) and chief inspector of boiler will approve the materials and quality works parallel.	No.	2	655,000.00	1,310,000.00
4	Removal of boiler insulation and cladding (existing) , remove the existing materials from HFH plant room Cleaning of shell surface area Coating of epoxy fire side high temperature (approved epoxy ) Replacement of mobbery connections Replacement of mounting fittings connections Reinstallation of mild steel patti for rock wool Installation of Rockwool 100 mm Density 120 kg/cm2 Reinstallation of cladding sheet mild steel 22 SWG with high temp paint and finishing General parts included Approved from local authority (boiler inspector) Complete job in turnkey basis	No.	1	282,000.00	282,000.00
5	supply of water gauge glass klinger Austria or Ilmadur Germany inlet/outlet 25mm, PN 12, Dn 25 test pressure 12 bar ( 150 psi) file attached with annexure-A	No.	1	107,100.00	107,100.00
6	Supply of McDonald mobbery and water column included valves and fittings Probs also included for 2 <sup>nd</sup> safety Approved ASME, API and ASTM file attached with annexure-A	No.	1	119,700.00	119,700.00
7	Repairing of stop valve , replacement of gland packing unit , pressure gas kits and paint shop work	No.	1	27,720.00	27,720.00
8	Refurbishment of safety valve, replacement of pressure spring, repairing of huddling chamber, replacement of gas kits and allied works Test pressure 150 psi Set pressure 100 psi Blow off pressure 110 psi	No.	2	31,000.00	62,000.00
9	Repairing of feed check valve with all mounting fittings Design pressure 150 psi Design temperature 174.4 Celsius	No.	1	22,680.00	22,680.00
10	Replacement of pressure gauges WIKA Germany Pressure range 0-225 psi Reading bar & psi	No.	1	23,310.00	23,310.00
11	Repair of pressure switches Honeywell Pressure range 50-250 psi Differential 5-25 psi			12,600.00	25,200.00











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**RAWALPINDI MEDICAL UNIVERSITY/ALLIED HOSPITALS, RAWALPINDI**  
**RAWALPINDI TEACHING HOSPITAL, RAWALPINDI**

Agenda Item No. 05 **18<sup>TH</sup> SYNDICATE MEETING**

Title	Approval required for Administrative & Financial sanction and Advance Withdrawal as deposit work for Renovation and Improvement for the year 2024-25 amounting to Rs. 50.00 million				
Case Summary	On receipt of supplementary grant by Government of Punjab, Health Department, Lahore during the month of 11/2024, an amount of Rs. 71.00 million under head A13301-Repair of Office buildings was released. The Executive Engineer Building Division No. 1 Rawalpindi vide letter No. 132/DB dated 04.02.2025 prepared rough cost estimates of renovation / improvement of the following works (Copy enclosed): -				
	Sr No	Name of Works			Amount in Million
	1	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Marble Floor of Gynae OPD Area).			07.291
	2	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Out Door Paint 12 Nos Doctor Flat ).			02.814
	3	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Parking Tuff Tiles ).			08.382
	4	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Teaching Hospital Colony 23 Nos Residences).			04.672
	5	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Corridors & Class Rooms of Orthopedic Ward).			04.313
	6	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (OPD Wash rooms & ER ).			01.549
	7	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Marble Floor & Bath rooms Gynae).			01.172
	8	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Indoor Department Painting Works).			06.451
	9	Renovation/Improvement of RTH Hospital, Rawalpindi for the year 2024-25 (Doctor Hostel).			13.358
	Total				50.000
	Administrative/Financial sanction and Advance withdrawal of Rs. 50.00 million as deposit works from C&W Department Rawalpindi is required for Renovation & Improvement of RTH, Rawalpindi.				
Recommending Authority	The Finance & Planning Committee of RMU/Allied Hospitals, Rawalpindi in its 25 <sup>th</sup> meeting held on 04.02.2025. After thorough discussion, the Committee unanimously recommended the agenda for approval by Syndicate subject to completion of all codal & procedural formalities in prescribed manners. The Committee further directed the MS-RTH to ensure completion of deposit work for renovation & improvement during the CFY 2024-25.				
Action Required	Grant Approval				
Relevant Rule	Syndicate had full power under Punjab Medical & Health Institution Act 2003, under Schedule-V at serial No. 45: -				
	Sr No	Function	Powers delegated to		
			Syndicate	VC/Head of Institution	M.S
	47	Advance payment for purchase/repair	Full Powers	Rs. 0.10 million	Rs. 0.10 million

As per Punjab Medical and Health Institution Act-2003 (Amended in 2016) Syndicate has full power under Punjab Medical & Health Institution Act 2003, under Schedule-VI at Sr. No. 2:

**Delegation Powers Relating to Works**

Sr No	Function	Powers Delegated to			Remarks
		Syndicate	VC/Head of Institution	M.S	
2	Administrative and financial sanction	Full Power	4,000,000	3,000,000	Administrative and financial sanction shall depend upon the availability of funds

Medical Superintendent,  
 Rawalpindi Teaching Hospital,  
 Rawalpindi.



To

The Medical Superintendent,  
Rawalpindi Teaching Hospital,  
Rawalpindi.

No. 132 /DB,

dated. 04/02/25

Subject: ROUGH COST ESTIMATES,

Reference: Your Office letter No. 5383/RTH, Rawalpindi dated. 14.11.2024.

The following 9 Nos rough cost estimates amount and work cited as subject was sent to your office vide this office letter No. 1970/DB, dated. 11.12.2024 but the Administrative Approval has not been issued as yet.

Meanwhile the plinth area rates has been revised vide Chief Engineer (North Zone) Punjab Building Department Lahore No.CEBNZ/84-88/D dated 09.01.2025 and MRS 1st BI Annual 2025 for the period (1st Jan 2025 to 30th June 2025) for District Rawalpindi. Detailed as below:-

Sr. #	Name of Work	Amount
1	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Marble Floor of Gynae OPD Area)	Rs. 7.291 M
2	Renovation / Improyement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Out Door Paint 12 Nos Doctor Flat)	Rs. 2.814 M
3	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Parking Tuff Tile)	Rs. 8.382 M
4	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Teaching Hospital Colony 23 Nos Residences)	Rs. 4.672 M
5	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Corridors & Class Rooms of Orthopedic ward)	Rs. 4.313 M
6	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (OPD Wash room & E.R)	Rs. 1.549 M
7	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Marble Floor & Bathroom Gynae O.P.D)	Rs. 1.172 M
8	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Indoor Department Paintling work)	Rs. 6.451 M
9	Renovation / Improvement of Rawalpindi Teaching Hospital Rawalpindi" for the year 2024-25 (Doctor Hostel)	Rs. 13.358 M

DA/9 Nos rough cost estimates

Executive Engineer  
Buildings Division No.1  
Rawalpindi

No. /DB,

dated.

Copy is forwarded to the Sub Divisional Officer-Building Sub Division No.1 Rawalpindi with reference to his letter No. 145/SDO-I dated. 03-02-2025 for follow-up at personal level and report.

DA/NII

Executive Engineer  
Buildings Division No.1  
Rawalpindi





**18<sup>th</sup> SYNDICATE MEETING**

Agenda Item No. 06

Title	Approval for utilization of SSP-PLA 02% Share reserved for "Improvement/Maintenance & Repair of Hospital (Infrastructure and Equipment) or Preparation of UHI Claims for submission to the Insurance Company/UHI Counters by the Government Hospital" (Jan-March 2025)		
Case Summary	Reference Government of the Punjab SHC & ME Department, Lahore vide notification No. SO (Dev-I) 25-69/2020(P-VI) dated 23-01-2023. As per approval of Standing Cabinet Committee on Universal Health Insurance (UHI) in its 9 <sup>th</sup> meeting dated 09-01-2023, with regard to interim Share Distribution Formula for empaneled public sector hospitals, the following share distribution formula was finalized by the committee: -		
	S/N	Description	Share
	A	The Government Share	66% (Read with Sr. No. A (ii) in the 2 <sup>nd</sup> Column)
	B	The Government Hospital Share The Government Hospital Share shall be further Sub-divided as follows:-	34% (Read with Sr. No. A (ii) in the 2 <sup>nd</sup> column)
		i. Amount to be utilized by the empaneled Government Hospital for provision of Medicines / disposables and arranging diagnostic test for the patients being treated under the UHI / Sehat Sahulat program (SSP) to ensure cashless medical services for such patient. This amount shall be treated as, the pool.	20%
		ii. Incentive to HR of the Hospital concerned.	12%
		iii. Improvement/Maintenance & Repair of Hospital (Infrastructure and Equipment) or Preparation of UHI Claims for submission to the insurance company/UHI counters by the Government Hospital.	02%
	Grand Total		100%
	As per above mentioned direction / Notification dated: 23.01.2023 at Sr. No. 2.5 (i) Page No. 05, the Govt. Hospital share reserved for "Improvement / maintenance and repair of hospital (infrastructure and equipment)" shall be utilized in manner mentioned hereinafter. The empaneled autonomous Medical Institutions (AMIS) working under the Punjab Medical and Health Institutions (PMHI) Act-2003, shall obtain / seek approval from their respective Boards of Management for:		
	a. Prioritization of arrear of the GH which need improvement/repair (building, equipment, and wards/patients, furniture & fixture)		
b. Incurring expenditure of this amount on the basis of estimated cost(s).			
In the light of interim share distribution formula at Serial No. B (iii) "02% Improvement / Maintenance & Preparation of UHI Claims for submission to the insurance company / UHI counters by the Government Hospital, The following estimated expenses of amount of Rs. 3,092,000/- are to be made: -			
A09203-Purchase of IT equipment			
1.	Installation of 4 MP IP camera	Rs.147,736/-	
2.	Mouse VGA light	Rs. 146,400/-	
3.	Wi fi adapter	Rs. 9,086/-	



<b>Total</b>	<b>Rs. 303,222/-</b>
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#### **A013701- Repair of Hardware**

1.	Repair of NVR 4 channel of LED	Rs.73,000/-
2.	Repair of Multiple printers	Rs. 134,022/-
<b>Total</b>		<b>Rs. 207,022/-</b>

#### **A09601- Purchase of Machinery & Equipment**

1.	Element for boiler	Rs.74,340/-
2.	Laryngoscope	Rs. 104,876/-
3.	Nebulizer machine	Rs. 11,422/-
4.	ECG lead for cardiac monitor	Rs. 102,225/-
5.	SPO2 Probe	Rs. 472,000/-
6.	Oxygen flow meter+ BP apparatus	Rs. 483,750/-
7.	Supply and Installation of dry batteries	Rs. 74,809/-
8.	BP cuff single for cardiac monitor	Rs. 135,000/-
9.	UPS battery	Rs. 24,544/-
<b>Total</b>		<b>Rs. 1,482,966/-</b>

#### **A09701- Purchase of furniture & fixture**

1.	Surgeon stool revolving	Rs.32,568/-
<b>Total</b>		<b>Rs. 32,568/-</b>

#### **A03901-Stationery**

1.	Computer paper	Rs.199,980/-
2.	Progress sheet (all hospital wards)	Rs. 328,040/-
<b>Total</b>		<b>Rs. 528,020/-</b>

#### **A03942-Cost of Other Stores**


1.	IV stand bed side locker	Rs.129,800/-
2.	Biometric Attendance system	Rs. 124,549/-
3.	Sanitizer dispenser	Rs. 66,269/-
4.	Compressor oil	Rs. 184,080/-
<b>Total</b>		<b>Rs. 504,698/-</b>

#### **A13301-Repair & Maintenance of Office Building**

1.	Slit lamp bulb	Rs.35,440/-
<b>Total</b>		<b>Rs. 35,440/-</b>

An amount of Rs. 3,200,000/- is lying in SSP-PLA for period from 01/2025 to 03/2025. Finance & Panning committee is requested to recommend the agenda for Syndicate.

<b>Recommending Authority</b>	In 26th F&P Committee meeting held on 05-05-2025, after thorough discussion, the committee unanimously recommended the agenda for approval by Syndicate subject to completion of all codal & procedural formalities in prescribed manners.
<b>Action Required</b>	Approval from syndicate
<b>Relevant Rule</b>	Punjab Medical & Health Institution Act,2003 amended in 2016) Serial No. 17 Fund Management (1).

  
 Medical Superintendent,  
 Rawalpindi Teaching Hospital,  
 Rawalpindi.



**DETAIL OF DISTRIBUTION SSP BUDGET 01-07-2024 TO 31-03-2025**

**DISTRICT HEADQUARTERS HOSPITAL, RAWALPINDI**

42

TOTAL CHEQUES

168

TOTAL CLAIMS

10,109

TOTAL AMOUNT

**229,049,664**

66% BY SLIC (GOVT. SHARE)

**123,196,176**

34% HOSPITAL SHARE IN CHEQUES

**105,853,488**

POOL 20%

**65,106,237**

HR SHARE 12%

**34,926,215**

M&R SHARE 2%

**5,821,036**

**Detail of Expenditure M&R**

Printing
Stationery
Genral.Store Items
IT Equipments
Repair and Maintaince of Building
Repair and Maintainace Medical & Lab Equipment
<b>Total</b>

54,000

50,688

152,990

673,446

300,002

1,381,250

**2,612,376**

**BALANCE 02% M&R**

**3,208,660**





GOVERNMENT OF THE PUNJAB  
SPECIALIZED HEALTHCARE AND  
MEDICAL EDUCATION DEPARTMENT



Dated Lahore the 23<sup>rd</sup> January, 2023

**NOTIFICATION:**

**No.SO(DEV-I)25-69/2020(P-VI):** In supersession of this Department's earlier Notifications No. SO(DEV-I)25-69/2020(P-VI) dated 15-04-2022 and 29-06-2022, and consequent upon approval by the Standing Committee of the Cabinet on Universal Health Insurance (SCCUHI)/ Provincial Steering Committee in its 9<sup>th</sup> meeting held on 09-01-2023 with regard to share distribution formula of the UHI claims reimbursed to the empanelled Government Hospitals by the Insurance Company, the share distribution formula with the title "**SSP Share Distribution Formula – I (SSP-SDF/I)**" is hereby notified. The **SSP-SDF/I** shall come into force with effect from 1<sup>st</sup> February, 2023 and shall be applicable to the empanelled public sector Government Hospitals under the administrative control of Specialized Healthcare & Medical Education Department (SHC&MED) or the Primary & Secondary Healthcare Department (P&SHD).

SR. NO.	DESCRIPTION	SHARE
A.	<b>The Government Share</b>	<b>66%</b>
i.	Subject to Sr. No. A (ii) below, 66% of the total claims amount reimbursed by the Insurance Company into the UHI-PLA of an empanelled Government Hospital shall be reimbursed/ paid back into the Government Treasury as per mechanism already in vogue under the earlier Interim Share Distribution Formula (ISDF).	(read with Sr. No. A (ii) in the 2 <sup>nd</sup> Column)
ii.	For the diseases which require costly disposables/ consumables, and which were notified by the SHC&MED vide Notification of even number dated 29-06-2022 i.e. 1) Brain Aneurysm, 2) CABG/ CABG with valvular replacement/ Angioplasty, 3) Chemotherapy, & 4) Ortho Procedures / Implants, 40% of the total reimbursed UHI claims for such disease treatments shall be retained in the UHI-PLAs by the Government Hospitals, and, for such cases, <b>60% (and not 66%)</b> amount of the reimbursed UHI claims shall be deposited back into the Government Treasury.	



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<b>B.</b>	<b>The Government Hospital Share</b>	<b>34%</b>
	The amount left in the UHI-PLAs of the empanelled Government Hospitals after depositing back the Government Share into the Government Treasury shall be termed as the ' <b>Government Hospital Share</b> '.	(read with Sr. No. A (ii) in the 2 <sup>nd</sup> Column)
	The Government Hospital Share shall be <u>further sub-divided</u> as follows:	
	i. Amount to be utilized by the empanelled Government Hospital for provision of medicines/ disposables and arranging diagnostic tests for the patients being treated under the UHI/ Sehat Sahulat Program (SSP) to ensure cashless medical services for such patients. This amount shall be treated as ' <b>the Pool</b> '.	<u>20%</u>
	ii. Incentive to HR of the Hospital concerned	<u>12%</u>
	iii. Improvement/ Maintenance & Repair of Hospital (Infrastructure and Equipment) or Preparation of UHI Claims for submission to the Insurance Company / UHI Counters by the Government Hospital	<u>02%</u>
	<b>Grand Total</b>	<b>100%</b>

**Note 1:**

The 'Incentive to HR of the Hospital concerned' shall not be more than 12% of the total claims amount reimbursed by the Insurance Company to a Government Hospital.

**Note 2:**

The following two example shall amply illustrate the calculation of shares under the **SSP-SDF/I**.

**Example 1:**

In a Government Hospital PQR, say ... claims against two diseases are reimbursed by the Insurance Company as follows:

UHI claims reimbursed for treatment of Hernia	...	Rs. 100
UHI claims reimbursed for treatment of Appendicitis	...	Rs. 100
Total amount reimbursed to Government Hospital PQR	...	<u>Rs. 200</u>

Amount to be paid back into the Govt. Treasury for the two treatments	...	66%
		<u>Rs. 132</u>

Amount to be retained in the UHI-PLA of the GH	...	34%
		<u>Rs. 68</u>

Amount to be retained as <u>the Pool</u>	...	Rs. 40
(As per para 1 (B) (i) above)		



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Amount for Incentive to HR of the Hospital concerned (As per para 1 (B) (ii) above)	...	Rs. 24
Amount to be utilized as per para 1 (B) (iii) above	...	Rs. 04

**Example 2:**

In a Government Hospital KLM, say ... claims against two diseases are reimbursed by the Insurance Company as follows:

UHI claims reimbursed for treatment (Hysterectomy)	...	Rs. 1,000
UHI claims reimbursed for treatment (Angioplasty)	...	Rs. 3,000
Total amount reimbursed to Government Hospital KLM	...	<u>Rs. 4,000</u>

Amount to be paid back into the Govt. Treasury for the two treatments, in this scenario, shall be calculated as follows:

66% for Hysterectomy	...	Rs. 660
60% for Angioplasty	...	Rs. 1,800
Amount to be paid back into the Govt. Treasury	...	<u>Rs. 2,460</u>

Amount to be retained in the UHI-PLA of the GH	...	<u>Rs. 1,540</u>
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Amount to be retained as <u>the Pool</u>	...	Rs. 980
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(As per para 1 (B) (i) above read with the Proviso below)

Amount for Incentive to HR of the Hospital concerned (As per para 1 (B) (ii) above)	...	Rs. 480
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Amount as per para 1 (B) (iii) above	...	Rs. 80
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*Provided that any excess amount received for the costly treatments as stated at Sr. No. A (ii) in the 2<sup>nd</sup> Column of Para 1 shall be included in the Pool and not used for any other purpose.*

2. The **Standard Operating Procedure (SOP)** to be followed by the management of empanelled Government Hospitals (hereinafter referred to as 'GH') to implement the abovementioned **SSP-SDF/I** is hereby notified as follows:

- 2.1 **"The Government Share"** shall be deposited by the management of GH into the Government Treasury of the Punjab through Challan-32 under the relevant Head of Account as designated by the Finance Department, and its receipt shall be:

- kept in the official record of GH;
- a copy shall be sent to the Punjab Health Initiative Management Company (PHIMC), Government of the Punjab; and
- uploaded on the website of PHIMC, as per instructions to be issued from time to time, for record purposes.

- 2.2 The actual cost incurred by the GH on the treatment of patients admitted under the SSP/UHI Program shall be calculated by the GH's administration and adjusted against the 20% Pool portion as mentioned



in para 1-B (i) above under the heading of "**the Government Hospital Share**". The actual cost of only the following items shall be calculated for such purposes:

- i. **Cost of Medicines** to be used for treatment of a SSP/UHI patient shall be calculated in the following manner:
  - a. As per the cost of medicine mentioned in the Bulk Purchase contract of the GH applicable for the said year;
  - b. If such medicine is not included in the Bulk Purchase contract then the average cost of such medicine as per the Local Purchase done by the GH during the preceding three months;
  - c. If the medicine is not included in 'a' or 'b' above then fair market price shall be determined through atleast three quotations sought from the market by the Medical Superintendent of the GH concerned.
- ii. **Cost of Surgical / Other Disposables** to be used for treatment of a SSP/UHI patient shall be calculated in the following manner:
  - a. As per the cost of disposable mentioned in the Bulk Purchase contract of the GH applicable for the said year;
  - b. If such disposable is not included in the Bulk Purchase contract then the average cost of such disposable as per the Local Purchase done by the GH during the preceding three months;
  - c. If the disposable is not included in 'a' or 'b' above then fair market price shall be determined through atleast three quotations sought from the market by the Medical Superintendent of the GH concerned.
- iii. **Cost of Laboratory Tests** as per the fee for such tests notified by the Board of Management (BOM) or competent authority of the GH. If such tests are not performed by the GH in which the SSP/UHI patient is admitted then such tests shall be conducted as follows:
  - a. From the nearby GH as authorized by the BOM or competent authority of the GH, and such actual cost shall be paid to that GH where the tests are performed.
  - b. If such facility is not available in the nearby GH then either the BOM or the competent authority of GH shall issue special permission that such tests be conducted through any of the pre-qualified private laboratories (pre-qualification of private laboratories shall be done as per the procedure mentioned at para 3.2 below).
  - c. The GHs shall be entitled to use their share of UHI claims, as mentioned at para 1 (Sr. No B-iii above), for developing their own missing diagnostic facilities at the earliest.



iv. **Cost of Radiological Tests** as per the fee for such tests notified by the BOM or competent authority of the GH. If such tests are not performed by the GH in which the SSP/UHI patient is admitted then such tests shall be conducted as follows:

- a. From the nearby GH as authorized by the BOM or competent authority of the GH, and such actual cost shall be paid to that GH where the tests are performed.
- b. If such facility is not available in the nearby GH then either the BOM or the competent authority of GH shall issue special permission that such tests be conducted through any of the pre-qualified private laboratories (pre-qualification of private laboratories shall be done as per the procedure mentioned at para 3.2 below).
- c. The GHs shall be entitled to use their share of UHI claims, as mentioned at para 1 (Sr. No B-iii above), for developing their own missing diagnostic facilities at the earliest.

2.3 The actual cost calculated for the above mentioned four heads shall be the only charge on the 20% Pool component of the UHI claims received by the GH. This 20% Pool component of UHI claims shall remain available with the GH management as a collective fund. In case, the aforementioned 20% Pool component of UHI claims is fully utilized then expenditure on SSP/UHI patient(s) shall be incurred by the GH from the funds regularly provided by the Government to such GH under **annual budgetary grants** as no patient in a GH may be denied health/medical care on the pretext of non-availability of UHI claims funds with that GH. Such a step shall also ensure that SSP/UHI Program remains a **cashless service** to the patients being treated under the 'Qaumi Sehat Card'.

2.4 All payments to the pre-qualified laboratories (for lab/radiological tests) or suppliers of medicines/ disposables shall be made after observing all codal formalities and through crossed cheques only. All expenses incurred on above stated heads shall be auditable so management of GH is hereby directed to maintain proper and fool-proof record of all such transactions for production before the competent forum at all times.

2.5 The balance Government Hospital Share, after deducting the above mentioned 20% Pool amount, shall be distributed as per the **SSP-SDF/I**, mentioned at para 1 (B) above, as follows:

- i. **The Government Hospital Share** reserved for "**Improvement / Maintenance & Repair of Hospital (Infrastructure and Equipment)**" shall be utilized in the manner mentioned hereinafter. The empanelled Autonomous Medical Institutes (AMIs) working under the Punjab Medical and Health Institutions (PMHI) Act, 2003 shall obtain / seek approval from their respective Boards of Management (BoM) for:



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- a. Prioritization of areas of the GH which need improvement/repair (building, equipment, and wards'/patients' furniture & fixture);
  - b. Incurring expenditure of this amount on the basis of estimated cost(s).

Once such approval has been accorded, the amount shall be debited from the UHI-PLA of the GH through a crossed cheque duly signed by the authorized signatories. The BOM or the UHI Committee (as the case may be) shall periodically review the utilization of such funds in its regular meetings and keep the SHC&MED or P&SHD informed about it. If an empanelled GH is not an AMI under the PMHI Act 2003, the following '**UHI Committee**' shall perform the stated function of BOM for the purposes of this notification and ensure transparent and efficient utilization of such funds in public interest. These UHI Committees shall be notified by the P&SH or SHC&ME Departments, as the case may be, for each non-AMI hospital empanelled under the SSP/UHI program with the following composition:

1.	A well reputed personality from the business community of the District (to be appointed by the Deputy Commissioner concerned)	<b>Convener</b>
2.	A well reputed personality from welfare community of the District (to be appointed by the Deputy Commissioner concerned)	<b>Co-Convener</b>
3.	C.E.O. of the District Health Authority concerned	Member
4.	Medical Superintendent of the empanelled GH concerned	Member/ Secretary
5.	One Representative of Deputy Commissioner (not below the rank of Assistant Commissioner)	Member
6.	One Representative of Secretary, P&SHCD / SHC&MED (as the case may be)	Member
7.	Director Finance / Deputy Director Finance / B&AO of the empanelled GH (who so ever in the senior)	Member
8.	Any other co-opted member(s) (to be decided by the Secretary of the Health Department concerned, on the request of UHI Committee, but the number of such co-opted members may not more than two)	Member

- ii. **The Government Hospital Share** reserved for "**Incentive to HR of the Hospital concerned**" shall be distributed in the manner mentioned hereinafter. Further redistribution within each category shall be decided by the BOM or the UHI Committee, as the case may be.



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Sr.	Category of Staff	Percentage
1.	Doctors (Teaching Cadre, Specialists Cadre, General Cadre and PGRs) working in the GH concerned	45%
2.	Nurses working in the GH concerned	15%
3.	Paramedics working in the GH concerned	15%
4.	Support Staff working in the GH concerned including Ward Boys, Ayas, Stretcher Bearers etc.	10%
5.	Administrative Staff (Admin, Finance, Pharmacists, Biomedical and auxiliary staff including Clerks, Naib Qasids, Malis etc.) working in the GH concerned	15%
	<b>TOTAL</b>	<b>100%</b>

- 2.6 The GH shall make necessary arrangements for proper record keeping and maintenance of accounts with respect to the UHI claims. The chief financial manager of the hospital and the Medical Superintendent of the GH shall ensure that no improper utilization of UHI reimbursed claims takes place. Reasonable HR shall be allocated for such purpose and the Health Departments concerned shall conduct their necessary training and capacity building.

**Guidelines for provision of Medicines, Disposables (surgical/other) and pre-qualification of Laboratories for pathological and radiological tests**

3. The GH's administration must be clear that the patients admitted under the SSP/UHI Program are entitled to cashless medical services. For arrangement of medicines, disposables, laboratory and radiological tests, the GH's administration shall proceed as follows:

**3.1 For medicines and Disposables**

Establish **Model Pharmacy** in the empanelled GH as per already circulated guidelines of SHC&ME Department vide letters No. SO 7-4/2011 dated 09<sup>th</sup> July, 2015 and No. SO (P-11)/8-36/2017 (JHL) dated 23<sup>rd</sup> September, 2020 (**Annexures – A & B**). Payments shall be made to the Model Pharmacy through crossed cheques. All empanelled GHs should establish the Model Pharmacies before **July 2023** in light of the Government instructions as mentioned above.

**3.2 For radiology and laboratory tests not available in GH**

For those diagnostics (radiology, pathology) which are neither available in GHs concerned or their nearby GHs, following guidelines for pre-qualification of private laboratories and supply of services therefrom are hereby provided:

**A. Pre-Qualification of Private Laboratories (For Pathological / Radiological Tests)**



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Pre-qualification advertisement (template at **Annexure-D**) shall be published in minimum two national dailies by the empanelled GHs as per the specified criteria (**see Annexure-C**). The pre-qualification of private laboratories shall be finalized by a GH level Committee chaired by the Medical Superintendent, and its recommendations shall be submitted to the **BOM or the UHI-Committee** (as the case may be) for approval. Once approved, such pre-qualified private laboratories (hereinafter referred to as "**PQPL**") shall:

- a. remain on the panel of such GH for a period of 12 months; and
- b. shall be entitled for applying again for pre-qualification, if not black-listed.

The pre-qualification process shall be done thrice in a financial year i.e. in **October, February and June** so as to have maximum number of PQPLs on the panel of a GH. The newspaper advertisement, containing the aforementioned schedule, shall be published atleast once by the GH. Afterwards, there shall be no compulsion to publish the newspaper advertisements. Nevertheless, publication of advertisement on PPRA website, PHIMC website and empanelled GH's website with atleast 15 days' notice shall be mandatory.

#### **B. Supply of Services**

Whenever there is a need to get pathological/ radiological test of a SSP/UHI patient conducted from a PQPL, the notice shall be published on the defined web portal, to be developed and managed by PHIMC, and the PQPLs for that specific GH shall have the choice of quoting their rates for the said test(s) within a defined time period. Following points shall be adhered to in this regard:

- i. The rates quoted by a PQPL shall be inclusive of all taxes and the transportation charges of the SSP/UHI patient from and back to the GH (if needed).
  - ii. The PQPL quoting the minimum rate for the test(s) shall be selected by the Medical Superintendent or his authorized representative.
  - iii. Time period for submission of test report(s) shall be acceptable to the GH and reasonable.
  - iv. The responsibility of timely submission of test report(s) to the GH shall be upon the PQPL conducting the test.
  - v. The PQPL must be located within 5 kms radius of the empanelled GH.
  - vi. The PQPL must be registered with the Punjab Healthcare Commission.
  - vii. Any complaint against the reports/ testing quality/ conduct of a PQPL shall be decided by the Medical Superintendent of the GH.
- JH  
g



- viii. The Medical Superintendent may suspend the prequalification of a PQPL upon verified complaints/ misconduct, and the BOM or UHI Committee, as the case may be, shall be the appellate forum against such suspension and its decision shall be final.
- ix. The BOM or UHI Committee may cancel/modify the suspension order of the Medical Superintendent or terminate the pre-qualification status of a PQPL upon written reference by the Medical Superintendent or as a result of appeal by PQPL.
- x. No further appeal shall lie against the order of BOM or UHI Committee in this regard.

4. The Heads of Institutions and Medical Superintendents of the GHs shall hold fortnightly review of the progress of UHI in their respective hospitals, and share their reports with the Secretaries of SHC&MED or P&SHD (as the case may be) as well as the CEO of PHIMC. All-out effort shall be made by the Medical Superintendent of a GH that all indoor admissions in his hospital may take place under the SSP. At the same time, the UHI claims shall be filed to the Insurance Company without any delay so that such UHI claims are reimbursed by the Insurance Company in a timely manner. In case of issues/ problems, the CEO of PHIMC shall be contacted for immediate redressal. All instructions issued by the SHC&ME Department, from time to time, with regard to the regulation of Sehat Sahulat Program shall be complied with in letter and spirit to ensure that the benefits of the Program actually reach to the stakeholders.

5. Since the "**Sehat Sahulat Program – Share Distribution Formula / I**" (**SSP-SDF/I**) shall come into force on the **1<sup>st</sup> day of February, 2023** so till 31<sup>st</sup> January, 2023, all UHI claims shall be handled as per the SOPs defined under the ISDF Notification of even number dated 15-04-2022 and 29-06-2022.

6. These SOPs are hereby circulated for strict compliance by all concerned.

**SHC & ME DEPARTMENT**

**SECRETARY**  
**Specialized Healthcare and**  
**Medical Education Department**

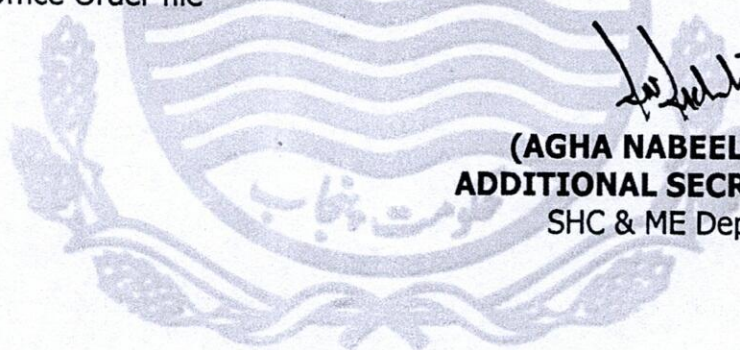
**NO. & DATE EVEN:**

A copy is forwarded for information and necessary action to the:

- i. Minister for Health, Government of the Punjab
- ii. Minister for Finance, Government of the Punjab
- iii. Chief Secretary, Government of the Punjab
- iv. Chairman, P&D Board, Government of the Punjab
- v. Secretary, Finance Department, Government of the Punjab
- vi. Secretary, SHC&ME Department, Government of the Punjab
- vii. Secretary, P&SH Department, Government of the Punjab
- viii. Secretary, SHC&MED (South Punjab), Multan



- ix. Secretary, P&SHD (South Punjab), Multan.
- x. Special Secretary (D&R), SHC&ME Department, Government of the Punjab
- xi. Special Secretaries (Ops), SHC&ME Department, Government of the Punjab
- xii. Additional Secretaries (Development) and (Finance & Audit), SHC&ME Department, Government of the Punjab
- xiii. Director General, Health Services, Government of the Punjab.
- xiv. CEO, PHIMC, Government of the Punjab, Lahore
- xv. All Vice Chancellors/Deans/Executive Directors of Medical Institutions under the administrative control of SHC&ME Department
- xvi. All Principals of Medical Colleges under the administrative control of SHC&ME Department.
- xvii. All Medical Superintendents of Teaching Hospitals under administrative of SHC&ME Department.
- xviii. All Medical Superintendents of DHQs & THQs Hospitals under the administrative control of P&SH Department.
- xix. All CEOs of the District Health Authorities in Punjab
- xx. Office Order file



*(Signature)* 23rd January 2023.  
**(AGHA NABEEL AKHTAR)**  
**ADDITIONAL SECRETARY (DEV)**  
SHC & ME Department

**SHC & ME DEPARTMENT**



AGENDA ITEM NO: 7

WORKING PAPER

Agenda Title	Financial Sanction of Payment Beyond Competency and Advance Withdrawals				
Justifications / Details of Case	It is submitted that Rawalpindi Medical University, Rawalpindi intends to print and procure 1500 degrees as per the directions of the Higher Education Commission of Pakistan. The payment of the amount and its advance withdrawals fall under the competency of the Syndicate. Detail is as below:				
	Head	Particulars	Name of Firm	Amount	
	A03902	Printing	M/s National Security Printing Company (Pvt) Ltd	3,266,594	
	Total			3,266,594	
	It therefore requested to grant approval for the payment beyond competency and advance withdrawals for printing of degrees.				
Recommendation of the Authority/ Officer	After thorough discussion, the Committee unanimously recommended the agenda for approval by Syndicate subject to completion of all codal & procedural formalities in prescribed manners in 26 <sup>th</sup> meeting of F&PC held on 05.05.2025.				
Action required:	Agenda for approval by Syndicate subject to completion of all codal & procedural formalities.				
Relevant rule & Sanctioning Authority	Detail	Syndicate	Head of Institution	MS	Rule
	Printing Charges	Full power	2,000,000	1,500,000	16 (XIV)
	Advance Withdrawal	Full power	100,000	100,000	47

Vice Chancellor  
RMU/ Allied Hospitals  
Rawalpindi



No.P-10/ / 422/RMU/RWP.  
To

REGISTERED  
Dated 24/12/2025

M/s National Security Printing Company (Pvt) Ltd  
Ministry of Finance Government of Pakistan  
Jinnah Avenue, Malir II East  
Karachi

Subject:-

SUPPLY ORDER

Reference :-

Quotation No.S-NSPC/1013 Dated 31-12-2024

Rates offered by you have been accepted by the Tender and Purchase Committee. Please arrange to supply following items and send your bill along with sales tax invoice in triplicate for payment. Substandard quality and printing of degrees will not be accepted. Copy of Sales tax Registration letter and statement of sales tax deposit of previous month may also be attached with the bill. NTN No. must be mentioned in the bill. Delivery Period as per delivery schedule.

Sr.No	Name of Item	A/U	Qty	M/s National Security Printing Company (PVT) Ltd	
				Rate	Total
1	Printing and Supply of Postgraduate Degrees, Printing Process Lithography Paper 120GSM NSPC W/M Main Text Black or any color Back Ground Tint Back Ground Monogram Invisible Monogram Size A-4 Binding Parcel of 500's Numbering Red Fluorescent	No	300	2,401	720,300
2	Printing and Supply of Diploma Certificate, Printing Process Lithography Paper 120GSM NSPC W/M Main Text Black or any color Back Ground Tint Back Ground Monogram Invisible Monogram Size A-4 Binding Parcel of 500's Numbering Red Fluorescent	No	200	2,825	565,000
3	Printing and Supply of Undergraduate Degrees, Printing Process Lithography Paper 120GSM NSPC W/M Main Text Black or any color Back Ground Tint Back Ground Monogram Invisible Monogram Size A-4 Binding Parcel of 500's Numbering Red Fluorescent	No	1000	1,483	1,483,000
	Total				2,768,300
	18% GST				498,294
	Grand Total				3,266,594

Vice Chancellor  
Rawalpindi Medical University  
Rawalpindi

No & Date Even

Copy to:-

1. Chairman and Member inspection committee RMU, Rawalpindi.
2. Treasurer RMU & Allied Hospitals, Rawalpindi.
3. Budge & Accounts Officer RMU Rawalpindi
4. Controller of Examination RMU Rawalpindi
5. Store Officer, RMU, Rawalpindi.
6. Store Keeper RMU, Rawalpindi.

Vice Chancellor  
Rawalpindi Medical University  
Rawalpindi




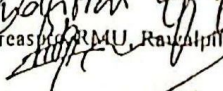
OFFICE NOTESUBJECT: APPROVAL FOR PROCUREMENT OF PRINTING AND SUPPLY OF DEGREES


Rawalpindi Medical University intends to Print and procure of 1500 degrees as per the direction of Higher Education Commission of Pakistan.

1. The Higher Education Commission of Pakistan gave the instructions to all universities regarding printing of degrees, transcripts, post graduate diplomas and provisional certificates from National Security Printing Company (Pvt.) Ltd. To avoid the issuance of fake degrees through letter No. 5-3/A& A (Att. Cell) HEC/2019 Dated 06-03-2019 copy is attached.
2. The procurement of printing and supply of degrees shall be made under the provision of PPRA Rule No. 59 (c) direct contracting with an organization, "owned and controlled by the Government: (i) for procurement of works, services and consultancy services, a procuring agency shall engage an organization, semi-autonomous or autonomous institution under the administrative control of the Government, Federal Government or other Provincial Government, registered with the Authority, in direct contracting" b) of sensitive nature and its information cannot be shared with private sector.
3. Purchase office has collected the quotation from public sector organization M/s National Security Printing Company (Pvt.) Ltd. Ministry of Finance Government of Pakistan.
4. Total amount of degrees is Rs.3,266,594 /-(Rupees Three million two hundred sixty six thousands five hundred and ninety four only). Inclusive of tax. The copy of quotation is attached.
5. Submitted for perusal/approval.


  
End-User, RMU, Rawalpindi

  
Officer in Charge, NTB, RMU, Rawalpindi

*Subject to fulfillment of underlying condition of PPRA Rule 59(c).*  
  
Treasurer, RMU, Rawalpindi

  
Chairman Tender & Purchase Committee  
RMU, Rawalpindi

  
Vice Chancellor  
RMU, Rawalpindi

  
Purchase Officer  
RMU, Rawalpindi





**NATIONAL SECURITY PRINTING COMPANY (PVT.) LTD.**  
MINISTRY OF FINANCE GOVERNMENT OF PAKISTAN

56



31-12-2024

Prof. Rai Muhammad Asghar,  
Controller of Examinations,  
Rawalpindi Medical University,  
Main Road, Chamanzar Colony,  
Rawalpindi.

Cell # 0333-5713996

**SUB: PRINTING AND SUPPLY OF DEGREE AND DIPLOMA**

Reference above noted subject, the technical specifications and selling price are as under

**TECHNICAL SPECIFICATIONS**

Description	Operations/ Security Features
Printing process	Lithography
Paper	120 GSM NSPC W/M paper
Main Text	Black or any colour
Background	Tint background
Monogram	Invisible monogram
Size	A-4
Binding	Loose Parcel of 500's
Numbering	Red Fluorescent
Delivery	By Courier

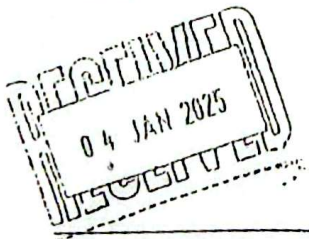
**B) SELLING PRICE (Excluding all taxes)**

S #	Quantity	Selling price per Piece Per Category
1	200	Rs.2825/=
2	300	Rs.2401/=
3	500	Rs.1977/=
4	1,000	Rs.1483/=
5	2,000	Rs.1186/=
6	3,000	Rs.1009/=
7	4,000	Rs.907/=
8	5,000	Rs.843/=

Validity: This quotation is valid till 30<sup>th</sup> June, 2025.

C. i) Sales tax : (In addition to Selling Price)	@18%
ii) Additional Sales tax in case of Non-Register Organization	@ 4%
iii) All taxes will be charged at the rates applicable at the time of delivery, even if the delivery is delayed due to any circumstances. Any change in rates of existing taxes/duties or announcement of imposition of any other tax/duty by the Government of Pakistan during the printing or before completion of delivery, will be charged accordingly, even if the payment is made in advance.	

D) <b>DELIVERY SCHEDULE.</b>
Printing would start on receipt of a) 100% advance payment b) Receipt of approved proofs
Delivery would start after 10 to 12 weeks from the receipt of above
We appreciate your co-operation and assure our best services at all times.



*[Signature]*

**Naveed Ahmed Khawaja**  
Director Supply Chain  
For MANAGING DIRECTOR

Head Office & Factory : JINNAH AVENUE, MALIR HALL, KARACHI-75100, (PAKISTAN)  
Phones (Head Office) : 021-99248094 - 6 (2 Lines), Fax No. 021-00240930  
(Factory) : 021-99248511-16 (5 Lines), 021-99248521-22 (2 Lines), 021-99248524, Ext 3101-5  
Sales Department : 021-99240999, 99248350, 99248510, Ext 3101-5, Fax : 09248348  
ISO 9001: 2015 & ISO 14001: 2015 CERTIFIED



57

**NATIONAL SECURITY PRINTING COMPANY (PVT.) LTD.**  
MINISTRY OF FINANCE GOVERNMENT OF PAKISTAN

Sales Tax Number:

3 2 - 7 7 - 8 7 6 1 - 3 9 9 - 3 2

National Tax No.

7 4 - 6 9 - 6 2 4 - 2

**PROFORMA INVOICE**

(for 100% advance payment)

<b>Prof. Rai Muhammad Asghar,</b> Controller of Examinations, Rawalpindi Medical University, Tipu Road, Chamanzar Colony, <u>Rawalpindi.</u> Ph # 051-9330050-4 Cell # 0333-5713996	P/Inv.No. 236 (A)
	Date: 27-02-2025

**NB: Proforma invoice to Release 100% payment**

S.#	Description	Quantity in Pieces	Rate per Piece.	Amount
			Rs.	Rs.
1.	Degree	300	2401/=	720,300/=
2.	Degree	1000	1483/=	1,483,000/=
3.	Diploma	200	2825/=	565,000
<b>TOTAL</b>				2,768,300/=
<b>SALES TAX @ 18%</b>				498,294/=
<b>GRAND TOTAL</b>				3,266,594/=

**RUPEES:**

E & O.E.

For National Security Printing Company

  
Signal

**Notes:**

- In all correspondence please quote above invoice No. & date.
- All payments be made through Crossed Cheques / Bank pay order in favor of the National Security Printing Company Ltd
- Outstation customers may kindly make the payment by means of Bank / Govt. Draft.
- Any other tax if announced or imposed by the Government of Pakistan during the printing or till complete execution or delayed due to unforeseen circumstances should also paid by customer

*Head off*

Head Office & Factory : JINNAH AVENUE, MALIR HATY, KARACHI-75100, (PAKISTAN)  
 Phones (Head Office) : 021-99248994 - 5 (2 Lines), Fax No. 021-99248930  
 (Factory) : 021-99248511-15 (5 Lines), 021-99248521-22 (2 Lines), 021-99248524, Ext 3101-5  
 Sales Department : 021-99248996, 99248350, 99248510, Ext 3101-5, Fax : 99248348  
 ISO 9001: 2015 & ISO 14001: 2015 CERTIFIED



AGENDA ITEM NO: **8**

WORKING PAPER

Agenda Title	<b>Financial Sanction of Payment Beyond Competency</b>				
Justifications / Details of Case	The university has to pay an amount of <b>Rs. 31,036,963/-</b> in lieu of procurement of good and services as mentioned below, after fulfillment of all codal formalities. The payment listed below falls under the competency of the syndicate, as per amended Schedule V and VI of Punjab Medical & Health Institution rules 2003, notified on 18 08 2016.				
	Sr.No	Head	Description	Name of Firm	Amount
	1	A09201	Hardware	M/s Al- Saddique Enterprises	4,190,572
	2	A09201	Hardware	M/s Panatech Solutions	2,889,000
	3	A09203	IT Equipment	M/s Orient AV (Pvt) Ltd	3,407,520
	4	A09203	IT Equipment	M/s Panatech Solutions	7,280,000
	5	A09601	Purchase of Plant and Machinery	M/s ISB Traders	6,517,995
	6	A09701	Purchase of Furniture & Fixture	M/s Malik Enterprises	846,950
	7	A09701	Purchase of Furniture & Fixture	M/s Malik Enterprises	1,618,300
	8	A13301	Repair of Office Building	M/s Adil Waheed & Brothers	4,286,626
	Total				31,036,963
The approval may be granted for these bills/expenditure for financial sanction of payment beyond competency after fulfillment of all codal formalities.					
Recommendation of the Authority/ Officer	After thorough discussion, the Committee unanimously recommended the agenda for approval by Syndicate subject to completion of all codal & procedural formalities in prescribed manners in 26 <sup>th</sup> meeting of F&PC held on 05.05.2025.				
Action required:	Agenda for approval by Syndicate subject to completion of all codal & procedural formalities.				
Relevant rule & Sanctioning Authority	Detail	Syndicate	Head of Institution	MS	Rule
	Hardware	Full power	2,000,000	2,000,000	16 (IV)
	IT Equipment				
	Purchase of Plant and Machinery	Full power	4,000,000	3,000,000	16
	Purchase of Furniture & Fixture	Full power	500,000	500,000	16 (I)
	Repair of Office Building	Full power	4,000,000	3,000,000	2 & 10

Vice Chancellor  
RMU/ Allied Hospitals  
Rawalpindi





# AI Siddique Enterprises

Import, Export Traders Govt. Approved Contractors & General Order Suppliers

To,  
The Vice Chancellor,  
Rawalpindi Medical University, Rawalpindi

NATIONAL TAX NUMBER: 4177520-1

GENERAL SALE TAX NO: 3277876139604

Bill Invoice No: ASE/RMU/24/ 526

REF : P-10/IT Equipment/216/RMU/RWP

Dated: 30 - 12 - 2024

Subject: Bill Invoice For the Items below.

T. Sr.#	Description	Unit	Qty	Rate	Total Amount
13	Access Point ( Reyee by Ruijie RG-RAP2260(H) Wifi 6 AX6000 High density Multi-G	No	1	74500	74,500
15	Flatbed Scanner (Hp Scanjet Pro 2600f1)	No	2	98786	197,572
16	Desktop Computer wifi LED Lenovo M71t G4 core i7 13700 32 GB Ram 1 TB SSD Twr	No	5	325000	1,625,000
17	UPS for Computer (Riello Aros UPS)	No	6	30250	181,500
18	Laptopn (HP 15-FD0371NIA 13th Gen Core i-7 1355U, 32GB, DDR4, 1TB SSD, 15.6" FHD DOS	No	8	264000	2,112,000
Grand Total					4,190,572

4190572

Authorised Signature

RECEIVED & ENTERED  
IN STOCK REGISTER

No. 10 Page No. 13  
Final

Passed For Payment Rs. 4190572/-

(Rupees) Forty one lac ninety thousand five hundred and seventy two only

Store Officer  
Rawalpindi Medical University  
Rawalpindi

VICE CHANCELLOR

Rawalpindi Medical University

Head Office  
CTR # 18 First Floor, Maki Complex, Ismail Nagar  
Chungi Amer Sidhu Lahore. P.O. Ismail Nagar (54760).  
Email: ahsiddiqueenterprises3@gmail.com

Contact  
0321-4118  
0312-4118





# Al Siddique Enterprises

Import, Export Traders Govt. Approved Contractors & General Order Suppliers

## Delivery Challan

Date 30-12-24

DC # 241230216

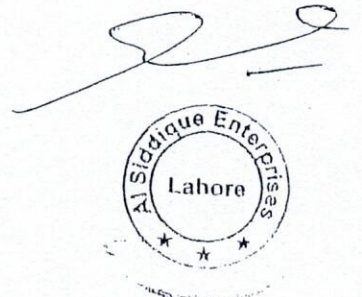
PO # 216/RMU/RWP

PO Date 18-11-24

Tender: IT Equipment

Sr No.	Tender Sr No.	Name Of Item	A / U	QTY
1	13	Access Point ( Reyee by Ruijie RG-RAP2260(H) Wifi 6 AX6000 High density Multi-G	No	1
2	15	Flatbed Scanner (Hp Scanjet Pro 2600f1)	No	2
3	16	Desktop Computer wifi LED Lenovo M71t G4 core i7 13700 32 GB Ram 1 TB SSD Twr	No	5
4	17	UPS for Computer (Riello Aros UPS)	No	6
5	18	Laptopn (HP 15-FD0371NIA 13th Gen Core I-7 1355U, 32GB , DDR4, 1TB SSD , 15.6" FHD DOS	No	8

30/12/24  
Store Keeper  
Rawalpindi Medical University  
Rawalpindi



### Head Office

Plot # 18 First Floor, Maki Complex, Ismail Nagar  
Feroze Nagar, Feroze Nagar, Feroze Nagar (54760).  
mail: alsiddiqueenterprises3@gmail.com

### Contact

0321-4118480  
0312-4118480



61

**BILL**

GST INV # 014/24-25

Date: 21-04-2025

M/S: Rawalpindi Medical University.  
Rawalpindi

Po/RMU/2025/478

FTN:9020358

NTN 4162504-8  
STRN: 3277876295926

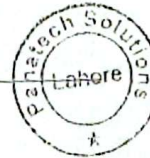
QTY	DESCRIPTION	Rate Per Unit	Value Excluding Sales Tax	Rate Sales Tax	Total Sales Tax	Value Including Sales Tax
9	Desktop Computer with Led Vostro 3910 12th Gen, Core i7, 1TB HDD, 16GB Ram, built in Wifi, Genuine win11 with lisencc Keyboard Mouse, 17" LED Display. PC SR#: 1HDYX14, 93Q1Y14, F1R1Y14, H1R1Y14, G4J5Y14, 20FYX14, 7J9SY14, 98K5Y14, GG20Y14 HDD SR#: 8025, 8048, 8032, 8031, 8007, 8026, 8078, 8039, 8041 LED SR#: CN-ODCYGF-QDC00-3CJ-0B1I, CN-07TR2H-QDC00-3AF-0Y1I, CN-ODCYGF-QDC00-3CJ-0BBI, CN-07TR2H-QDC00-3AF-0DVI, CN-ODCYGF-QDC00-3CJ-0B0I, CN-07TR2H-QDC00-3AA-0P2I, CN-07TR2H-QDC00-3AF-0XYI, CN-0DCYGF-QDC00-3CJ-0B3I, CN-07TR2H-QDC00-3AF-0FCI,	238,636.36	2,147,727.27	10%	214,772.73	2,362,500.00
2	UPS for Computer KOTOHIRA 23041712554, 23041712556	13,347.46	26,694.92	18%	4,805.08	31,500.00
7	Printer Black & White HP M111a VNC3N03964, VNC3D14708, VNC3N05249, VNC3D14702, VNC3N03960, VNC3N03919, VNC3N05240,	34,322.03	240,254.24	18%	43,245.76	283,500.00
3	Printer Black & White HP MFP 135a CNB15BR417, CNB15BR32V, CNB15BR41L	59,745.76	179,237.29	18%	32,262.71	211,500.00
			2,593,913.71	18%	295,086.29	2,889,000.00

Amount In Words: Two million eight hundred eighty-nine thousand Only.

NOTE: Kindly Make Cheque In Favour Of "Panatech Solutions"

TITLE: PANATECH SOLUTIONS  
PK98 MEZN 0011 6301 0759 8763  
MEEZAN BANK MALL ROAD BR LAHORE  
BRANCH CODE: (1163)

Signature



+92 423 7244422-33

49 The Mall Road Lahore.



## DELIVERY CHALLAN

Date: 21-04-2025

M/S: Rawalpindi Medical University.  
Rawalpindi

Po/RMU/2025/478

Sr.	DESCRIPTION	Serial No.	QTY
1	Desktop Computer with Led Vostro 3910 12th Gen, Core i7, 1TB HDD, 16GB Ram, built in Wifi, Genuine win11 with liscence Keyboard Mouse,  17" LED Display DELL	PC SR#: 1HDYX14, 93Q1Y14, F1R1Y14, H1R1Y14, G4J5Y14, 20FYX14, 7J95Y14, 98K5Y14, GG20Y14  HDD HIKSEMI SR#: 8025, 8048, 8032, 8031, 8007, 8026, 8028, 8039, 8041  LED SR#: CN-ODCYGF-QDC00-3CJ-OB1I, CN-07TR2H-QDC00-3AF-0YII, CN-ODCYGF-QDC00-3CJ-0BBI, CN-07TR2H-QBC00-3AF-0DVI, CN-ODCYGF-QDC00-3CJ-0B0I, CN-07TR2H-QDC00-3AA-0PZI, CN-07TR2H-QDC00-3AF-0XYI, CN-ODCYGF-QDC00-3CJ-0BJI, CN-07TR2H-QDC00-3AF-0FCI,	9
2	UPS for Computer KOTOHIRA	23041712554, 23041712556	2
3	Printer Black & White HP M111a	VNC3N03964, VNC3D14708, VNC3N05249, VNC3D14702, VNC3N03960, VNC3N03919, VNC3N05240,	7
4	Printer Black & White HP MFP 135a	CNB1SBR417, CNB1SBR3ZV, CNB1SBR41L	3

Panatech Solutions

Signature \_\_\_\_\_



Received By:

Signature \_\_\_\_\_

+92 423 7244422-33

49 The Mall Road Lahore.



63

# ORIENT AV (Pvt.) Ltd.

Invoice No: 1700  
NTN No: 4352302-1  
GST No: 03-00-4352-302-15

Bill

Customer	Rawalpindi Medical University,	Misc	
NTN No:	9020358-0	Date	March 6, 2025
GST No:		PO No.	PO/RMU/2024/311
Address:	Tipu Rd, Chamanrar Colony,	PO Date:	December 18, 2024
City:	Rawalpindi.	DC No.	
Phone #			

Qty	Description	Unit Price	Value of Goods	Rate of GST	Amount of Sales Tax	Total
4	NEC Multimedia Projector Model: PES06UL	705,000	2,820,000	18%	507,600.00	3,327,600.00
4	Ceiling Mount 2 Ft, HDMI Cable 15 Meter, Power Cable 15 Meter, Ducts.	13,000	52,000	18%	9,360.00	61,360.00
4	Installation	4,000	16,000	16%	2,560.00	18,560.00
Total			2,888,000		519,520.00	3,407,520.00

Passed for Payment Rs. 3,407,520/-  
(Rupees Thirty-Four Lacs Seven Thousand Five Hundred Twenty Only)

Director  
Institute of Health Sciences  
Rawalpindi Medical University

Payment  
Kindly make the payment in favour of  
"Orient AV (Pvt) Ltd." and clear this invoice  
at your earliest.

According to Exclusion No. (VIII) of The Eleventh Schedule of The Sales Tax Act, 1990  
We are exempted from deduction of withholding sales tax. Please do not withhold our  
sales tax on payment of this invoice

Verified For Receipt 3,407,520/-

RECEIVED & ENTERED  
IN STOCK REGISTER

NO. 21 Date 396/01/25  
Signature

This is a computer generated document does not require sign and stamp.

SHARP NEC ViewSonic  Minrray  poly  SENNHEISER  Extron

HEAD OFFICE: Imaging Arcade,  
1 Mission Road, Lahore, Pakistan

KARACHI: Suit No. 604 Anum  
Empire, Shahrah-e-Faisal, Karachi

RAWALPINDI: Commercial Market,  
Satellite Town Rawalpindi




64

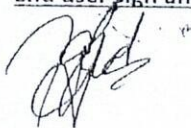
# ORIENTAV (Pvt.) Ltd.

To,  
RMU Holy Family Hospital  
Rawalpindi,

## Subject: Work Completion Report!






Reference to your Multimedia tender Installation of 4 NEC NP-PE506ULG projectors along with Installation Kit, HDMI 15-meter cables and power cord role these Installation of Mmp's were made kindly cross verify it by your self and proceed as per dept policy!

  
End user sign and stamp



12 - Mar - 2025

DATE OF INSTALLATION

SHARP NEC ViewSonic   Minrray  poly  SENNHEISER  Extron

HEAD OFFICE: Imaging Arcade,  
1 Mission Road, Lahore, Pakistan

KARACHI: Suit No. 604 Anum  
Empire, Shahrah-e-Faisal, Karachi

RAWALPINDI: Commercial Market,  
Satellite Town Rawalpindi



**BILL**

GST INV # 020/24-25

Date:26-05-2025

M/S: Rawalpindi Medical University,  
Rawalpindi

Po/RMU/2025/477

FTN:9020358

NTN 4162504-8

STRN: 3277876295926

QTY	DESCRIPTION	Rate Per Unit	Value Ex.cluding Sales Tax	Rate Sales Tax	Total Sales Tax	Value In Sales
7	Panasonic Projector PT-VMZ-51	881,355.93	6,169,491.53	18%	1,110,508.47	7,280
			6,169,491.53	18%	1,110,508.47	7,280,

Amount In Words: Seven million two hundred eighty thousand Only.

NOTE: Kindly Make Cheque In Favour Of "Panatech Solutions"

TITLE: PANATECH SOLUTIONS

PK98 MEZN 0011 6301 0759 8763

MEEZAN BANK MALL ROAD BR LAHORE

BRANCH CODE: (1163)

Signature



Verified For Rupees

RECEIVED & ENTERED  
IN STOCK REGISTER

22 Date No. 19  
AHS

+92 423 7244422-33

49 The Mall Road Lahore

Store Officer  
Rawalpindi Medical University  
Rawalpindi



**I.S.B**  
TRADERS

# ISB Traders

BUILDERS & GENERAL ORDER SUPPLIERS

## BILL

NTN #: 1301875-2

STN #: 2300130187514

Bill No. 1722 Ref: P-10/POME/546/RMU/RWP

Date: 04-12-23

Messers. Vice Chancellor Rawalpindi Medical University

*I.S.B. TRAI*  
41,560/-  
H # 233/D, St # 14, S  
Rawalpindi

T.S. No	Name of Items	Qty	Rate	Total
3.	Microwave Oven (DAWALANCE) 388DW-41	2 No	46,560/-	83,120.00
11	Vacuum Cleaner (Westpoint) 1600W	1 No	45,475	45,475.00
12	(Haier) 1.5-Ton Air Conditioner with heating function with all accessories as provided by Haier Company within box pack and installation Model HSU-18HFCM, Serial number. AL00MJ01B00N9P859134	1 No	225,300	225,300.00
13	(Haier) 2-Ton Air Conditioner with heating function with all accessories as provided by Haier Company within box pack and installation 1-Model HSU-24HFCM, Serial number. AL00MK01B00N9P5T4530 2- Model HSU-24HFCM, Serial number. AL00MK01B00N9P3M0688 3-Model HSU-24HFCM, Serial number. AL00MK01B00N9P897159 4- Model HSU-24HFCM, Serial number. AL00MK01B00N9P5T4501 5- Model HSU-24HFCM, Serial number. AL00MV00L01N9NA8M280 6- Model HSU-24HFCM, Serial number. AL00MK01B00N9P3M0702 7- Model HSU-24HFCM, Serial number. AL00MK01B00N9P5U7148 8- Model HSU-24HFCM, Serial number. AL00MK01B00N9P898134 9- Model HSU-24HFCM, Serial number. AL00MK01B00N9P5U5199 10- Model HSU-24HFCM, Serial number. AL00MK01B00N9P5U5221	10 No	320,320	3,203,200.00
14	(Haier) 4-Ton Air Conditioner with heating function with all accessories as provided by Haier Company within box pack and installation 1-Model HPU-48HE03, Serial Number. AA14N7000005MP4H1169 2- Model HPU-48HE03, Serial Number. AA14N7000005MP4H1048 3-Model HPU-48HE03, Serial Number. AA14N7000005MP8F1819 4- Model HPU-48HE03, Serial Number. AA14N7000005MP8F1811	04 No	740,225	2,960,900.00
			<b>TOTAL</b>	<b>6,517,995.00</b>

Passed for Payment Rs. 6,517,995/-  
(Rupees) Sixty Five Lac Seventeen Thousand Nine Hundred & Ninety Five only

Vice Chancellor  
Rawalpindi Medical University  
Rawalpindi

RECEIVED & ENTERED  
IN STOCK REGISTER

Store Officer  
Rawalpindi Medical University  
Rawalpindi

**I.S.B. TRADERS**  
H # 233-D, St # 14  
Sector 4/B, Khayaban-e-Sir Syed  
Rawalpindi

Head Office: Off # H, 233/D St # 14, Sector 4/B Khayaban-e-Sir Syed, Rawalpindi  
Sub Office: Shop # 3, Jamia Masjid Mujaddadia Rizvia Sector 4/B, khayaban-e-Sir Syed Rawalpindi  
0331-5559855 , 0312-5670633 - isbtraders27@gmail.com



# I.S.B TRADERS

Builders & General Order Suppliers

Ref.No. \_\_\_\_\_

Date: 04-12-2023

## Delivery Challan

Vice chancellor  
Rawalpindi Medical University  
Rawalpindi

Sir,

S.No	Description of Items	Unit	Qty
1	Microwave Oven (DAWALANCE) 388DW-41	No	02
2	Vacuum Cleaner (Westpoint) 1600W	No	01
3	(Haier) 1.5-Ton Air Conditioner with heating function with all accessories as provided by Haier Company within box pack and installation Model HSU-18HFCM, Serial number. AL00MJ01B00N9P859134	No	01
4	(Haier) 2-Ton Air Conditioner with heating function with all accessories as provided by Haier Company within box pack and installation 1-Model HSU-24HFCD, Serial number. AL00MK01B00N9P5T4530 2- Model HSU-24HFCD, Serial number. AL00MK01B00N9P3M0688 3-Model HSU-24HFCD, Serial number. AL00MK01B00N9P897159 4- Model HSU-24HFCD, Serial number. AL00MK01B00N9P5T4501 5- Model HSU-24HFCD, Serial number. AL00MV00L01N9NA8M280 6- Model HSU-24HFCD, Serial number. AL00MK01B00N9P3M0702 7- Model HSU-24HFCD, Serial number. AL00MK01B00N9P5U5148 8- Model HSU-24HFCD, Serial number. AL00MK01B00N9P898834 9- Model HSU-24HFCD, Serial number. AL00MK01B00N9P5U5199 10- Model HSU-24HFCD, Serial number. AL00MK01B00N9P5U5221	No	10
5	(Haier) 4-Ton Air Conditioner with heating function with all accessories as provided by Haier Company within box pack and installation 1-Model HPU-48HE03, Serial Number. AA14N7000005MP4H1169 2- Model HPU-48HE03, Serial Number. AA14N7000005MP4H1048 3-Model HPU-48HE03, Serial Number. AA14N7000005MP8F1819 4- Model HPU-48HE03, Serial Number. AA14N7000005MP8F1811	No	04

04/12/23  
Store Keeper  
Rawalpindi Medical University,  
Rawalpindi





69  
**MALIK**  
ENTERPRISES

NTN: 7315945-7

STRN: 32-77-8761-322-II

ISO 9001-2015 certified

## Bill

To

Rawalpindi Medical University, Rawalpindi

Date: 16-05-2025

Invoice No. 265

S. No	Item Name	UOM	Qty	Unit Price	Total Price
1	Student Chair	Nos	125	4,390.00	548,750.00
2	Computer Table	Nos	4	13,250.00	53,000.00
3	Office Table 5'x3'x 2.5'	Nos	4	16,300.00	65,200.00
4	Office Visitor Chairs	Nos	20	9,000.00	180,000.00
	Grand Total				846,950.00

Annex C submitted to FBR is attached, therefore sales not to be deducted.

Account Title: Malik Enterprises

NTN: 7315945-7

STRN: 3277876132211

Amount in Words: 846,950/-

RECEIVED & ENTERED  
IN THE REGISTER

02  
AHS 12

*Signature*  
Store Officer  
Rawalpindi Medical University  
Rawalpindi

*Signature*  
Hassan Riaz  
Proprietor



0300-8992929

+92-51-4907882

info@malikenterprises.com.pk

www.malikenterprises.com.pk

189, Shamsabad (Sroog-e-Purana Road, Near Hattulaili Rd College, Shalq-Ul-Arrehan Town, Rawalpindi)









**MALIK**  
ENTERPRISES

NTN: 7315945-7

STRN: 32-77-8761-322-II

ISO 9001-2015 certified

## Bill

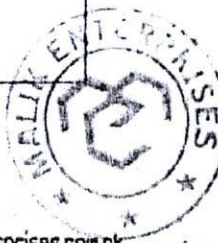
To

Rawalpindi Medical University, Rawalpindi

Date: 26-05-2025

Invoice No. 268

S. No	Item Name	UOM	Qty	Unit Price	Total Price
1	<b>Counter Table</b> Size: 48"x24"x30" Made in two Color tone. Top made of Al Noor tactile laminated MDF, rest of the table of made of Patex Laminated particle board. Three drawers running on imported channels with handles, upper drawer lockable, wire cup, PVC edging.	Nos	6	25,000.00	150,000.00
2	<b>File Cabinet</b> Size: 84"x10"x18" Made in two Color tone. Top made of Al Noor tactile laminated MDF, rest of the table of made of Patex Laminated particle board, cabinets with doors and lock, PVC edging.	Nos	6	26,000.00	156,000.00
3	<b>Counter Revolving Chair</b> Imported medium back revolving chair. Mesh back, padded seat, PU arms, gas lift, 360 revolving.	Nos	6	25,000.00	150,000.00
4	<b>Patient Chair</b> MS base, seat and back upholstered with a grade foam and fabric.	Nos	6	15,000.00	90,000.00
5	<b>Waiting Area Sofa ( 3 seater)</b> structure made of solid wood. Seat and back upholstered with a grade foam and Project's fabric with metallic/wooden legs.	Nos	4	95,000.00	380,000.00
6	<b>Side Table/Center table</b> Size: 24"x24" cycle of laminated tactile MDF of prime brand with 2 mm PVC edging.	Nos	5	14,000.00	70,000.00



0300-8992929

+92-51-4907882

info@malikenterprises.com.pk

www.malikenterprises.com.pk





74

**OFFICE OF THE VICE CHANCELLOR**  
**RAWALPINDI MEDICAL UNIVERSITY, NTB, RAWALPINDI**  
Ph.# 051-9290358, 9290360, 9290755, 9291511 Fax No. 051-9290519  
Website: rmur.edu.pk Email: info@rmur.edu.pk  
No. PO/ROOD /RMU/2025/493 Dated 24/3/2025

To  
M/s Adil Waheed & Brothers  
House # B-386, Hakeem Nabi Dad Road,  
Rawalpindi

Subject: CIVIL WORK ORDER

Reference to your quotation dated Nil and letter of intent No. PO/RMU/2025/460 dated 15-3-2025.

The following documents have been received.

1. Contract agreement on official stamp paper worth of Rs.10,717/-
2. Undertaking certificate on official stamp paper worth of Rs.100/-
3. CDR No. 01721423 dated 20-03-2025 amounting to Rs.261,348/-

Therefore, on the recommendation of tender purchase committee RMU, Rawalpindi. Please execute the work BUS PARKING SHED AT RMU MAIN CAMPUS TIPU ROAD, RWP. according to the specification given in the BOQ and submit your bill in proper form in triplicate duly verified by the concerned officer Inspection committee RMU Rawalpindi  
Detail of work is as under:

Sr. #	Ref:	Description	Unit	Qty	Rate	Amount (in Rs.)
1	Ch#11 Item#09	Supply and Erection of Car Parking Shed consisting of 3 mm thick fiber glass sheet roof (3-layers) fixed / riveted on moulded curved frame of M.S box pipe 1-1/2"x1-1/2"16-SWG supported on trusses of MS angle iron 1-1/2"x1-1/2"x3/16" all around duly supported on M.S sheet 6"x6"x1/4" welded on GI pipe post (Medium Quality) of specified diameter embedded in P:C:C (1:2:4) i/c the cost of excavation, cutting straightening assembling, bending as per design, welding / grinding of joints and painting three coats complete in all respect as approved and directed by the Engineer Incharge. 4" dia GI Pipe Supports	%Sft	4,675.00	790.45	3,695,367.78
Total						3,695,367.78
Add 16% PST						591,258.84
Grand Total						4,286,626.62

1. The work shall be completed within 45 days which will start within a week of issue of date of formal work order.
2. The work will be carried out strictly in accordance with the specification of BOQ to the entire satisfaction of the Engineer in charge
3. In case work is not completed within a specific time and extension for the same is not allowed by the competent authority, penalty charges @0.067% per day will be charged.
4. After the completion of work site will be cleared from all wastages and other spare / unusable materials
5. The maintenance period shall be 06 month from the date of issuance of final certificate of complete completion.
6. The Vice Chancellor, RMU, Rawalpindi may increase or decrease the quantity of any work included in the contract or omit any such works.
7. The amount of 10% of bill shall be deducted as retention money which would be retained for 06 months after completion of work and will be refunded on satisfactory expiry of the maintenance period.
8. The contractor shall not sub-let the work in any case.
9. Any work done in contravention of the specification shall entirely be contractors responsibility and may be dismantled, if required by engineer incharge at the cost of the contractor
10. The material used shall be strictly according to the specification.
11. The contractor will ensure that the plaster and paint if damaged during the execution of work are properly attended. Whereas in case the work suffering any damage after the completion, the same will be repaired without any additional charges for a period of 06 months.
12. The contractor not responding to prompt execution of work within a week after receipt of the work order will be liable for penalty and work would be got executed at his risk and cost without issuance of any further notice.
13. Any typographical/copy mistake in your contract agreement will be amendable and no undue benefit on this account can be claimed on your side at any stage.



AGENDA ITEM NO: **9**

WORKING PAPER

<b>Agenda Title</b>	<b>Approval required for Rs. 100,000/- as imprest Money Falling Under the Competency of Syndicate</b>					
<b>Justifications / Details of Case</b>	It is submitted that this university intends to draw an amount of Rs. 100,000/- as imprest money for smooth functioning of daily operational expenses of this institute.					
	Syndicate had full power under Punjab Medical & Health Institution Act 2003, under Schedule-V at serial No. 46: -					
	<b>Sr. No</b>	<b>Function</b>	<b>Powers delegated to</b>			<b>Remarks</b>
			<b>Syndicate</b>	<b>VC/Head of Institution</b>	<b>M.S</b>	
	46	Imprest money	100,000 for hospital and college each	-	-	Principal and MS can utilized the sanctioned amount for smooth functioning of the college and hospital respectively.
<b>Recommendation of the Authority/ Officer</b>	After thorough discussion, the Committee unanimously recommended the agenda for approval by Syndicate subject to completion of all codal & procedural formalities in prescribed manners in 26 <sup>th</sup> meeting of F&PC held on 05.05.2025.					
<b>Action required:</b>	Agenda for approval by Syndicate subject to completion of all codal & procedural formalities.					
<b>Relevant rule &amp; Sanctioning Authority</b>	As per Table above					

  
**Vice Chancellor**  
 RMU/ Allied Hospitals  
 Rawalpindi

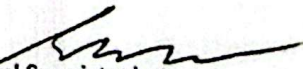


# SYNDICATE

**Rawalpindi Medical University & Allied Hospitals, Rawalpindi**

Agenda No: 10 Institution Name: Holy Family Hospital Rawalpindi dated:       

<b>Agenda Title</b>	Approval of action taken by V.C regarding Financial sanctions falling under competency of Syndicate for payment of Contingent bills															
<b>Case Summary</b>	It is submitted that as per delegation of powers of Punjab Medical & Health Institution Rules, 2003 (Amended 2016-17) following contingent bills pertaining to Repair of Medical Equipment fall in the competency of Syndicate RMU/Allied Hospitals, Rawalpindi:-															
	Sr. No	Name of Firm	Function	Bill No. Billing Month	Amount of Bill (Rs)	Head of Account										
	1	Medical Equipment & System	Batteries for CT Scan Machine	64706 dated 21-08-2024	2,995,000	A13102										
	<p>This agenda was presented in Emergency Assessment Committee in its meeting held on 12-10-2024. The Committee assessed the case and recommended for Financial sanction as stance of the Head of the Institution was genuine and justified. Copy of minutes attached.</p> <p>Vice Chancellor RMU accorded the approval of financial sanction of above case of Rs. 2,995,000/- till the approval from Syndicate and emergent power delegated under clause 13(3) and circulated through 13(4) of RMU Act. Now this agenda is presented for ex-post facto approval.</p>															
<b>Recommendation of Relevant Authority</b>	Finance & Planning Committee recommended this agenda for approval by syndicate, in its 25 <sup>th</sup> meeting held on 04-02-2025.															
<b>Action Required:</b>	Syndicate RMU is requested to approve this agenda.															
<b>Relevant Rule &amp; Sanctioning Authority:</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td rowspan="2" style="width: 40%;">S.No. of PM &amp; HI Rule 2003 Amended 2016-17</td><td colspan="3" style="text-align: center;">Powers delegated to</td></tr> <tr> <td style="width: 15%;">Syndicate</td><td style="width: 20%;">Vice Chancellor</td><td style="width: 25%;">M.S</td></tr> <tr> <td>Schedule V Rule-05 M&amp;R of Machinery &amp; Medical Equipment</td><td style="text-align: center;">Full Power</td><td style="text-align: center;">2.5 Million</td><td style="text-align: center;">2 Million</td></tr> </table>					S.No. of PM & HI Rule 2003 Amended 2016-17	Powers delegated to			Syndicate	Vice Chancellor	M.S	Schedule V Rule-05 M&R of Machinery & Medical Equipment	Full Power	2.5 Million	2 Million
S.No. of PM & HI Rule 2003 Amended 2016-17	Powers delegated to															
	Syndicate	Vice Chancellor	M.S													
Schedule V Rule-05 M&R of Machinery & Medical Equipment	Full Power	2.5 Million	2 Million													

  
 Medical Superintendent  
 Holy Family Hospital  
 Rawalpindi



# MEDICAL EQUIPMENT & SYSTEMS

6051 FCC, Syed Maratib Ali Road, Gulberg IV, Lahore  
Tel: 042-35870533, Fax: 042-35870537

N.T.N # 2397572-5  
S.T.R # 03-02-9999-097-55

Medical Superintendent  
Holy Family Hospital,  
Rawalpindi.  
Registration # 9021037-4

Sales Tax Invoice No.

64706

August 21, 2024

Order # BMD/MFH/266-267

Dated: 09-08-2024

Delivery Challan # MES/939/2024

Dated: 09-08-2024

Description	Qty	Rate (Rs.)	Amount inclusive of Sales Tax (Rs.)	Amount exclusive of Sales Tax (Rs.)
Supply Charges of "12V, 65 Ah" UPS Batteries Installed with Canon (Toshiba) CT-Scanner Machine. Model: Aquillon-RXL Unit Serial # RCB1392074 Vide Our Job Order # 68615	40	2,538,136	2,995,000	2,538,136
<p>Quantity, Quality, Price checked and Verified &amp; Entered in Stock Register No. 03 Page No. 03</p> <p>PAID &amp; CANCELLED</p> <p>STOCKKEEPER (EQUIPMENT) Holy Family Hospital Rawalpindi</p> <p>2995000</p> <p>2995000</p> <p>DIAGNOSTIC H.F. RAWALPINDI</p> <p>Passed &amp; Signed of 2995000</p>				

## UNDERTAKING

The above items are imported and have been supplied to you in the same state as imported. Further Tax under section 148 of I.T Ordinance 2001 Tax has already been paid at import stage. It is indemnified that we shall bear all legal consequences if income tax authorities intimate any action against you for not deducting W.H Tax under section 153 of I. Tax Ordinance 2001

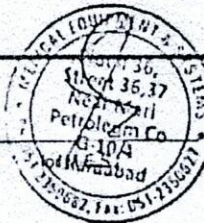
Rupees Two Million Nine Hundred Ninety Five Thousand Only	Sub. Total	2,538,136
	GST @ 18%	456,864
	G. Total	2,995,000
	Advance	0
	Balance Due	2,995,000

L & O E

Invoked By

Signature

Checked By



Branches: Karachi - Islamabad - Peshawar - Quetta - Abbottabad - Multan - Bahawalpur



721 350

BOOK No. D 07642

CHEQUE No. D-764168

PAYEE'S A/C Only

OFFICE OF THE

GOVERNMENT OF THE PUNJAB

Medical Superintendent 1173731433 PERSONAL LEDGER ACCOUNTS

Payee's Name: Raza Bindi Assan Assignment Account Dated 13-12-2024 20

TO THE STATE BANK OF PAKISTAN  
NATIONAL BANK OF PAKISTAN  
TREASURY OR SUB-TREASURY OFFICER  
Main Branch Rawalpindi

Pay to M/S Medical Equipment & Systems  
Three Million Six Hundred Fifty Three Thousand Five Hundred Fifty Four Only.  
or order  
and charge the same against the account of

Rs. =3,653,554/-

N.B. THIS CHEQUE IS CURRENT FOR THREE MONTHS ONLY AFTER THE MONTH OF ISSUE

721 4595



**OFFICE NOTE**

Subject: **APPROVAL OF FINANCIAL SANCTIONS UNDER EMERGENT POWER DELEGATED UNDER CLAUSE 13(3) AND CIRCULATED THROUGH 13(4) OF RMU ORDINANCE**

It is submitted that as per delegation of powers of Punjab Medical & Health Institution Rules, 2003 (Amended 2016-17) following contingent bills pertaining to Security Services & Medical Lab Equipment's fall in the competency of Syndicate RMU/Allied Hospitals, Rawalpindi:-

Sr. No	Name of Firm	Function	Bill No. Billing Month	Amount of Bill (Rs)	Head of Account
1	Scramble Security Services	Security Services	July-2024	2,875,736	A-03919
2	--do--	--do--	Aug-2024	3,788,668	--do--
3	--do--	--do--	Sep-2024	3,788,668	--do--
4	--do--	--do--	Oct-2024	3,788,668	--do--
5	M/s Medical Equipment & System	Repair of Medical & Lab Equipment	21 August 2024	2,995,000	A-13102

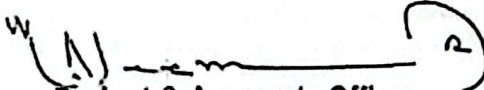
6. Release of Salary of Mr. Muhammad Adeel, Sub Engineer, Holy Family Hospital, Rawalpindi out of budget of PLA from Aug 2024 to till the approval from Syndicate.


Emergency Assessment Committee assessed the above cases in its meeting held on 12-10-2024 and recommended for financial sanction as stance of Head of the Institution was genuine and justified (Copy of minutes attached). The said payments will be made out of budget of AAA.



(80) 352

Vice Chancellor RMU is requested to accord / approve financial sanction of above cases of worth Rs. 17,236,740/- and monthly salary of Mr. Muhammad Adeel from July 2024 to till the approval from Syndicate under emergent power delegated under clause 13(3) and circulated through 13(4) of RMU Ordinance. The same will be presented in upcoming meeting of the F&P and Syndicate as an agenda item.

  
Budget & Accounts Officer

  
AMS FINANCE

*At the recommendation of emergency  
expenditure committee, subject to completion of  
all cost and procedural formalities of  
the project.*  
Director Finance

  
Medical Superintendent

  
Vice Chancellor RMU & Allied Hospitals



OFFICE OF THE MEDICAL SUPERINTENDENT  
HOLY FAMILY HOSPITAL RAWALPINDI

Ref. No. B&A/HFH/

4486

Dated: 16.10.2024

Subject:- Minutes of Meeting

Reference to letter No. B&A/HFH/4356 Dated 11.10.2024 meeting was held on 12.10.2024 11:00 AM in the office of AMS (Admin) Convener of the said committee (constituted vide letter No. TR/BDGT/2023-24/290 Dated 03.06.2024 by Vice Chancellor RMU & Allied Hospitals Rawalpindi, to assess the emergency of cases of Financial Sanctions for approval of M/s Saviour Security Services sent by Medical Superintendent of BBH, Rawalpindi vide letter No. F.Accts/BBH/2024/37921 Dated 08.10.2024 and approval financial sanction of M/s Scramble Security Pvt. LTD, M/s Medical Equipment & System received vide letter No. B&A/HFH/4355 Dated: 11.10.2024 and approval for release of salary of Muhammad Adeel, Sub-Engineer received vide letter No. B&A/HFH/4354 Dated: 11.10.2024 by Medical Superintendent HFH, Rawalpindi

Following attended the meeting,

1. AMS Admin (Convener) Holy Family Hospital Rawalpindi
2. Director Finance, Benazir Bhutto Hospital, Rawalpindi
3. Audit Officer, RMU, Rawalpindi

Accounts Officer, HFH, Rawalpindi & BBH, Rawalpindi was called to attend the meeting with relevant record.

**CASE NO.01** Approval of Financial Sanctions of M/s Saviour Security Services Rs.4,651,528/-

The case was discussed in detail and asked Accounts officer, BBH, Rawalpindi for "why" the agenda for financial approval was not presented in the 24th F&P Committee meeting? The concerned explained that the tender of Security Services was under process and the hospital did not know the exact financial impact of 2024-25 of outsourced security services. Due to unavoidable circumstances, Administration extends the contract of M/s Saviour Security Services from July, 2024 to till the finalization of the tender process of 2024-2025. The detail of bill is as under,

Supplier Name	Bill No & Date	Amount
M/s Saviour Security Services	12 08.08.2024	4,651,528/-

It was unanimous view of the committee that the stance of the Head of the Institution is genuine and justified so the case is recommended for approval of Financial Sanction to avoid uneven situation as the supplier is pressing hard for payment.

**CASE NO.02** Approval for release of Salary of Mr. Muhammad Adeel, Sub Engineer

The case for release of salary of Mr. Muhammad Adeel, Sub-Engineer HFH Rawalpindi was discussed in detail, Head of Department is satisfied from his working as well as ACR of the official was good. He is working in Holy Family Hospital, Rawalpindi since 2009. The agenda has already been approved from the Committee and recommended for final approval from syndicate. The committee unanimously recommended the case for release of salary till the approval from syndicate in its upcoming meeting.



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8/3/24

**Approval of Financial Sanctions of M/s Scramble Security Services and M/s Medical Equipment & System**

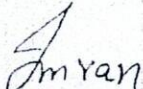
The following outstanding payments for approval of Financial Sanction were discussed,

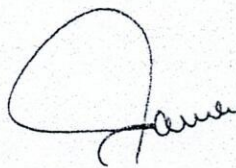
Name of Firm	Services	Month	Amount
M/s Scramble Security (SMC-PVT) LTD	Security	July, 2024	2,875,736/-
		Aug, 2024	3,788,668/-
		Sep, 2024	3,788,668/-
		Oct, 2024	3,788,668/-
M/s Medical Equipment & System	Repair of Medical and Lab equipment	21ST Aug, 2024	2,995,000

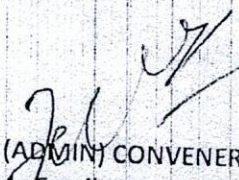
After thorough discussion the committee raised question why the agenda for financial approval of M/s Scramble Security Services was not presented in last 24<sup>th</sup> meeting of Finance & Planning Committee. The Accounts officer, HFH, Rawalpindi replied that the agenda for approval of financial sanction was forgotten by mistakenly and it will not be repeated in future. The vendor pressing hard for release of payments as his pending liabilities are also not cleared due to postponed of syndicate meeting which was supposed in June, 2024.

The Accounts officer, HFH, Rawalpindi briefed that the case of M/s Medical Equipment & System of Rs.2,995,000/- for repair of medical and lab equipment is beyond the competency. The same is under the competency of syndicate and vendor is pressing hard for payment as vendors bill under same head amounting to more than Rs.25 Million is also pending.

The committee recommends to clear the above payments after invoking emergent power from Vice Chancellor RMU and Allied Hospitals Rawalpindi, delegated under section 13 sub section 3 under RMU Act 2017. The same cases will be placed in upcoming meeting of Finance & Planning Committee and Syndicate as and when held in future.

  
Audit Officer  
RMU Rawalpindi

  
Director Finance  
BBH, Rawalpindi

  
AMS (ADMIN) CONVENER,  
Holy Family Hospital  
Rawalpindi





## SYNDICATE

Rawalpindi Medical University & Allied Hospitals, Rawalpindi  
Agenda Item No: 11 Institution: BBH Hospital, Rawalpindi Date: \_\_\_\_\_

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## Agenda Title

Ex- Post Facto Approval (Action taken by VC RMU) regarding Advance Withdrawal, Administrative and Financial Sanction Regarding Deposit of Civil Work Maintenance & Repair F.Y 2024-25 amounting to Rs. 40.66 (M) From C&W/ Building Department, Rawalpindi.

It is submitted that the Government of Punjab allocated the budget under Head of Account A13301 (Maintenance and Repair of Office Building / Civil Works) for the year 2023-24, amounting to Rs: 100.000 (M) for Benazir Bhutto Hospital Rawalpindi. The hospital deposited an amount of 100.00 (Million) through cheque to C&W/ Building Department Rawalpindi for renovation / improvement of BBH building during the year 2023-24. The total expenditure up to 30.06.2024 amounting to Rs. 59.33 (M) was done by the XEN Building department Rawalpindi, vide letter No.1446-48/B dated 12-02-2024, while remaining balance was lapsed for the F.Y 2023-24 amounting to Rs. 40.66 (M) as the Building department could not complete the M&R in time i.e. 30-06-2024. (Annexure A)

Meanwhile, the department approached to the Secretary SHC & ME Department Lahore vide letter No. F.PC/2024-25/BBH/3724-30 dated: 07.09.2024 for revised rough cost estimate prepared amounting to Rs. 113.870 (Million), the BBH admin demanded for remaining funds amounting to Rs: 54.53 (M) against which the department received only Rs: 40.66 (M). (Annexure B)

Funds already Allocated F.Y 2023-24	Funds required after revision of Rough Cost Estimate	Funds already deposited as (Deposit Work) F.Y (2023-24) dt 12.1.24	Expenditure upto 30.6.24	Amount lapsed during F.Y 2023-24	Additional Funds required after revision	Request re-authorization already sent	Total Funds required
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(F+G)
Rs: 100.00 (Million)	Rs: 113.870 (Million)	Rs: 100 (Million)	Rs: 59.33 (Million)	Rs: 40.66 (Million)	Rs: 13.87 (Million)	Rs: 40.66 (Million)	Rs: 54.53 (Million)

## Case Summary

Furthermore, the Finance Department Govt. of the Punjab Lahore vide letter No. SO (ABs) 27-59/23 M&R (P-I) dated: 15.11.2024, has agreed to sanction & released the placement of funds amounting to Rs. 40,664,000/- through Technical Supplementary Grant in the Assan Assignment Account (AAA). The Previous year total rough cost estimate work submitted F.Y 2023-24 are as under: - (Annexure-C).

Sr. No	Description	Amount
1	Eye OT & Wards	12.254
2	ENT OT & Ward	2.966
3	Coronary Care Unit (CCU)	8.714
4	OPD Block (Basement Floor)	25.638
5	Automatic Transfer Switch Panel	7.645
6	Laundry	5.238
7	Physiotherapy Department	1.992
8	Admin Block	4.537
9	External Department	15.499
10	Total	84.483
11	Add 16% PST	13.517
12	Add Wapda Charges for H.T Lines	2.000
13	Total	100.000
14	Say Rs. In (M)	100.000

The Executive Engineer Building Division, Rawalpindi already submitted the rough cost estimate vide Letter No. 115/C, dated: 11-01-2024, as mentioned in above table, for repair and maintenance of different areas of the hospital amounting to Rs. 100 (M). So that work could be taken in hand accordingly. (Annexure-D)

It is further submitted that a committee for revision of scope of work for M&R for the financial year 2023-24 was constituted after consultation with XEN Building department Rawalpindi vide No. MC (Admin)/24/17867-64 dated 02-05-2024. Accordingly the committee had furnished its detailed report which is enclosed herewith. However, the revised rough cost estimate was vetted by Executive Engineer, Sub Divisional Officer &

*Handwritten signature*



Moreover, the under mentioned some works were partially completed amounting to **RS. 59.33 (Million)** and the said amount has been paid to the contractors, as per report of SAP by the Engineering Department, & the some works are under process as BBH received **Rs: 40.66 (M)** against the demanded **54.53 (M)** and accordingly the scope of work has to be rationalized against the funds provided. The remaining Funds of **Rs: 40.66 (M)** released by the Government for current F.Y 2024-25 for completion of pending Work Revised Rough Cost Estimate F.Y 2024-25, are as under:-

Sr. No	Revised Description	Amount
1	Eye OT & Wards	18.021
2	Coronary Care Unit (CCU)	13.417
3	OPD Block (Basement Floor)	2.153
4	Laundry	8.166
5	Physiotherapy Department	7.453
6	External Development	21.739
7	Women Counter	1.471
8	Cardiology ward	13.734
9	Total	86.154
10	Add 16% PST	13.896
11	Total	100.000
12	Say Rs. In (M)	100.000


After the release of the Funds Rs: 40.66 (Million) the hospital authority forwarded a case on 06-12-2024, to the Assessment Committee for payment to the Building department Rawalpindi on emergency basis under power "Action Taken" by VC RMU Act-2017 (V of 2017) Clause 13 at Sr. No. (3) & (4), but the committee issued the minutes vide No.B&A/HFH/5889 dated 09-12-2024 and decided that "The case is recommended for approval from syndicate as the circulation agenda after recommendation by the F&PC of RMU & Allied hospitals, Rawalpindi in its forth coming meeting. Moreover, as the stance of the head of the institution is genuine and the case is of urgent nature." (Annexure-F)

However, as per committee recommendation the matter was presented in 25<sup>th</sup> F&PC meeting held on 04-02-2025, as agenda item No. 2-A wherein "Advance withdrawal, Administrative approval and Financial sanction (deposit work) recommended for Syndicate and the case through emergent circulation approval via RMU Act-2017 clause 13 at Sr. No. (3) & (4) for issuance of cheque for deposit work to the XEN Building department, Rawalpindi" regarding Repair & Maintenance Civil Works as soon as possible for smooth functioning of the hospital in the best public interest. If the issuance of cheque delayed, the Holy Ramazan is coming soon, so the execution work may not be completed within stipulated time period and the funds may be lapsed again in current financial year 2024-25.

After the 25<sup>th</sup> F&PC Meeting the matter was again submitted on 07.02.2025 for emergency assessment of committee. Wherein "After through discussion it was unanimous view of committee that the time is too short as the current financial year 2024-25 is going to end, the remaining work will not be executed if the cheque of advance withdrawal is not issued timely to XEN building department Rawalpindi. So as the F&PC Committee already recommended the cases for approval from Syndicate the assessment committee is hereby recommend and forward the case for Financial and administrative approval as well as of advance withdrawal (deposit work) of Rs. 40.66 (Million) of BBH, Rawalpindi, for renovation and improvement work under emergent power delegated to Vice Chancellor as per RMU Act-2017 clause 13 at Sr. No. 03 and 13 (4) at Sr. No. 04 for approval from Syndicate as the circulation agenda after issuance of minutes of 25<sup>th</sup> Meeting of F&PC their payments to issue cheque as deposit work to the XEN Building department, Rawalpindi on urgent basis vide minutes of meeting ref No. B&A/HFH/661 dated 10-02-2025,

Keeping in the view the above mentioned facts, Syndicate is requested that the Advance withdrawal, Administrative approval and Financial sanction (deposit work) may please be approval for smooth functioning of the hospital in the best public interest.

Recommendation of Relevant Authority/ Officer	25 <sup>th</sup> Finance & Planning Committee meeting held on 04-02-2025, F&PC recommend the agenda for syndicate.
Action Required	Approval required from Syndicate.

  
Medical Superintendent  
Benazir Bhutto Hospital,  
Rawalpindi.



S.No	Function	Powers Delegated to		
		M.S	VC/Head of Institution	Syndicate
47	Advance payment for Purchase / repair	100,000	100,000	Full Power

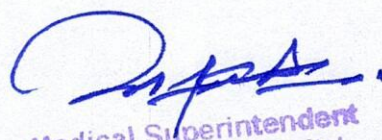
85

As per Punjab Medical & Health Institution Act 2003, ( amended in 2016) under Schedule -V (Delegated Powers Relating to Works) Head under Sr. No. 02 are mentioned below:-

Relevant Rule & Sanctioning Authority

Object Code	Object	MS	Vice Chancellor	Syndicate / Board	Remarks
A13301	Office Building	3,000,000/-	4,000,000/-	Full power	Administrative and financial sanction shall be depend upon the availability of funds.

Comments, if any

  
 Medical Superintendent  
 Benazir Bhutto Hospital,  
 Rawalpindi.



No. F.Accts/BBH/2024-25/ 5911-13

Dated: 18/02/2025

86

To,

THE PRO CHANCELLOR,  
Syndicate RMU / Minister Health,  
SHC & ME, Department, Lahore.

Subject: INFORMATION REGARDING RENOVATION & MAINTENANCE OF OFFICE BUILDING (DEPOSIT WORK)  
RS: 40.66 (MILLION) THROUGH EMERGENCY EXERCISE UNDER RMU ACT- 2017 CLAUSE 13 (3) & (4).  
Reference on the subject noted above.

It is to inform that the Government allocated the budget under Head of Account A13301 (Maintenance and Repair of Building / Civil Works) for the year 2023-24, amounting to Rs: 100.000 (M) for Benazir Bhutto Hospital Rawalpindi. The total expenditure up to 30.06.2024 amounting to Rs. 59.33 (M) was done by the building department Rawalpindi. While remaining balance was lapsed for the F.Y 2023-24 amount of Rs. 40.66 (M) as the building department could not complete the M&R in time i.e. 30-06-2024. Meanwhile, the department approached to the Secretary SHC & ME Department Lahore vide letter No. F.PC/2024-25/BBH/3724-30 dated: 07.09.2024 for revised rough cost estimate prepared amounting to Rs. 113.870 (Million), the BBH admin demanded for funds amounting to Rs: 54.53 (M) against which the department received only Rs: 40.66 (M).

Furthermore, the Finance Department Govt. of the Punjab Lahore vide letter No. SO (ABs) 27-59/23 M&R (P-I) dated: 15.11.2024 has agreed to sanction & released the placement of funds amounting to Rs. 40,664,000/- through Technical Supplementary Grant in the Assan Assignment Account (AAA). Previous year total rough cost estimate work submitted F.Y 2023-24 are as under:-

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9	External Development	15.499
10	Total	84.483
11	Add 16% PST	13.517
12	Add Wapda Charges for H.T Lines	2.000
13	Total	100.000
14	Say Rs. In (M)	100.000

The Executive Engineer Building Division, Rawalpindi already submitted the rough cost estimate vide Letter No. 115/C, dated: 11-01-2024, as mentioned in above table, for repair and maintenance of different areas of the hospital amounting to Rs. 100 (M). So that work could be taken in hand accordingly.

It is further submitted that a committee for revision of scope of work for M&R for the financial year 2023-24 was constituted after consultation with XEN Building department Rawalpindi vide No. MC (Admin)/24/17867-64 dated 02-05-2024. Accordingly the committee had furnished its detailed report which is enclosed herewith. However, the revised rough cost estimate was vetted by Executive Engineer, Sub Divisional Officer & Superintendent Engineer, Building Circle No.1, Rawalpindi amounting to Rs. 100.00 (Million).

Moreover, the under mentioned some works were partially completed amounting to RS. 59.33 (Million) and the said amount has been paid to the contractors, as per report of SAP by the Engineering Department, & the some works are under process as BBH received Rs: 40.66 (M) against the demanded 54.53 (M) and accordingly the scope of work has to be rationalized against the funds provided. The remaining Funds of Rs: 40.66 (M) released by the Government for current F.Y 2024-25 for completion of pending Work Rough Cost Estimate F.Y 2024-25, are as under:-

Sr. No	Revised Scope Description	Amount
1	Eye OT & Wards	18.021
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After the release of the Funds Rs: 40.66 (Million) the hospital authority forwarded a case on 06-12-2024, to the Assessment Committee for payment to the Building department Rawalpindi on emergency basis under power "Action Taken" by VC RMU Act-2017 clause 13 at Sr. No. (3) & (4), but the committee issued the minutes vide No. B&A/HFH/5889 dated 09-12-2024 and decided that "The case is recommended for approval from syndicate as the circulation agenda after recommendation by the F&PC of RMU & Allied hospitals, Rawalpindi in its forth coming meeting. Moreover, as the stance of the head of the institution is genuine and the case is of urgent nature."

However, as per committee recommendation the matter was presented in 25<sup>th</sup> F&PC meeting held on 04-02-2025, as agenda item No. 2-A wherein "Advance withdrawal, Administrative approval and Financial sanction (deposit work) recommended for Syndicate and the case through emergent circulation approval via RMU Act-2017 clause 13 at Sr. No. (3) & (4) for issuance of cheque for deposit work to the XEN Building department, Rawalpindi" regarding Repair & Maintenance Civil Works as soon as possible for smooth functioning of the hospital in the best public interest. If the issuance of cheque delayed, the Holy Ramazan is coming soon, so the execution work may not be completed within stipulated time period and the funds may be lapsed again in current financial year 2024-25.

After the 25<sup>th</sup> F&PC Meeting the matter was again submitted on 07.02.2025 for emergency assessment of committee. Wherein "After through discussion it was unanimous view of committee that the time is too short as the current financial year 2024-25 is going to end, the remaining work will not be executed if the cheque of advance withdrawal is not issued timely to XEN building department Rawalpindi. So as the F&PC Committee already recommended the cases for approval from Syndicate the assessment committee is hereby recommend and forward the case for Financial and administrative approval as well as of advance withdrawal (deposit work) of Rs. 40.66 (Million) of BBH, Rawalpindi, for renovation and improvement work under emergent power delegated to Vice Chancellor as per RMU Act-2017 clause 13 at Sr. No. 03 and 13 (4) at Sr. No. 04 for approval from Syndicate as the circulation agenda after issuance of minutes of 25<sup>th</sup> Meeting of F&PC their payments to issue cheque as deposit work to the XEN Building department, Rawalpindi on urgent basis vide minutes of meeting ref No. B&A/HFH/661 dated 10-02-2025."

Keeping in the view the above mentioned facts, and to avoid the laps of funds and for the execution work within the financial year 2024-25, The Vice Chancellor RMU exercised the emergency RMU Act 2017 clause 13 (3) & 13(4) and approved the case through action taken for smooth functioning of the hospital in the best public interest. Meanwhile the approval on account of Advance withdrawal, revised Administrative approval & Financial Sanction (deposit work) for Repair & Maintenance (Renovation & Improvement of BBH) amounting to Rs: 40.66 (M) will be obtained from Syndicate in its upcoming meeting.

Submitted for information and further necessary action please.

Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi

Copy to:

1. All members of Syndicate, RMU Allied Hospitals, Rawalpindi.
2. The Vice Chancellor, RMU & Allied Hospitals, Rawalpindi.
3. The Treasurer RMU & Allied Hospitals, Rawalpindi
4. The Dy. Registrar, RMU & Allied Hospitals, Rawalpindi.

Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi



**OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL RAWALPINDI**

(88)

Subject: - ACTION TAKEN BY V.C RMU, APPROVAL REQUIRED:-

- (1). ADMINISTRATIVE & FINANCIAL SANCTION OF REVISED SCOPE.
- (2). ADVANCE WITHDRAWAL AS DEPOSIT WORK FOR RENOVATION AND IMPROVEMENT FOR THE YEAR 2024-25 AMOUNT OF RS. 40.66(M).

It is submitted that the Government allocated the budget under Head of Account A13301 (Maintenance and Repair of Building / Civil Works) for the year 2023-24, amounting to Rs. 100.000 (M) for Benazir Bhutto Hospital Rawalpindi. The total expenditure up to 30.06.2024 amounting to Rs. 59.33 (M) was done by the building department Rawalpindi. While remaining balance was lapsed for the F.Y 2023-24 amount of Rs. 40.66 (M) as the building department could not complete the M&R in time i.e 30-06-2024. Meanwhile, the department approached to the Secretary SHC & ME Department Lahore vide letter No. F.PC/2024-25/BBH/3724-30 dated: 07.09.2024 for revised rough cost estimate prepared amounting to Rs. 113.870 (Million), the BBH admin demanded for funds amounting to Rs. 54.53 (M) against which the department received only Rs: 40.66 (M).

Furthermore, the Finance Department Govt. of the Punjab Lahore vide letter No. SO (ABs) .27-59/23 M&R (P-I) dated: 15.11.2024 has agreed to sanction & released the placement of funds amounting to Rs. 40,664,000/- through Technical Supplementary Grant in the Assan Assignment Account (AAA).

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11	Add 16% PST	13.517
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13	Total	100.000
14	Say Rs. In (M)	100.000

The Executive Engineer Building Division, Rawalpindi already submitted the rough cost estimate vide Letter No. 115/C, dated: 11-01-2024, as mentioned in above table, for repair and maintenance of different areas of the hospital amounting to Rs. 100 (M). So that work could be taken in hand accordingly.

It is further submitted that a committee for revision of scope of work for M&R for the financial year 2023-24 was constituted after consultation with XEN Building department Rawalpindi vide No. MC (Admin)/24/17867-64 dated 02-05-2024. Accordingly the committee had furnished its detailed report which is enclosed herewith. However, the revised rough cost estimate was vetted by Executive Engineer, Sub Divisional Officer & Superintendent Engineer, Building Circle No.1, Rawalpindi amounting to Rs. 100.00 (Million).



Moreover, the under mentioned some works were partially completed amounting to RS 59.33 (Million) and the said amount has been paid to the contractors, as per report of SAP by the Engineering Department, & the some works are under process as BBH received Rs: 40.66 (M) against the demanded 54.53 (M) and accordingly the scope of work has to be rationalized against the funds provided. The remaining Funds of Rs: 40.66 (M) released by the Government for current F.Y 2024-25 for completion of pending Work Rough Cost Estimate F.Y 2024-25, are as under:-

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7	Women Counter	1.471
8	Cardiology ward	13.734
9	Total	86.154
10	Add 16% PST	13.896
11	Total	100.000
12	Say Rs. In (M)	100.000

As per Punjab Medical and Health Institution Rule-2003 (Amended upto 2016) schedule VI (Delegation Powers Relating to Works) Head under Sr. No 02 are mentioned below:-

Object Code	Object	MS	Vice Chancellor	Syndicate/ Board	Remarks
A13301	Office Building	30.00,000/-	40.00,000/-	Full power	Administrative and financial sanction shall depend upon the availability of funds

Punjab Medical & Health Institution Rule-2003, (amended upto 2016) under Schedule-V

Sr.No	Function	Powers Delegated to		
		Syndicate	VC/ Head Of Institution	M.S
47	Advance Payment for purchase / repair.	Full Power	100,000	100,000

After the release of the Funds Rs: 40.66 (Million) the hospital authority forwarded a case on 06-12-2024, to the Assessment Committee for payment to the Building department Rawalpindi on emergency basis under power "Action Taken" by VC RMU Act-2017 clause 13 at Sr. No. (3) & (4), but the committee issued the minutes vide No B&A/HFH/5889 dated 09-12-2024 and decided that "The case is recommended for approval from syndicate as the circulation agenda after recommendation by the F&PC of RMU & Allied hospitals, Rawalpindi in its forth coming meeting. Moreover, as the stance of the head of the institution is genuine and the case is of urgent nature"

However, as per committee recommendation the matter was presented in 25<sup>th</sup> F&PC meeting held on 04-02-2025, as agenda item No. 2-A wherein "Advance withdrawal, Administrative approval and Financial sanction (deposit work) recommended for Syndicate and



90  
The case through emergent circulation approval via RMU Act-2017 clause 13 at Sr. No. (3) & (4) for issuance of cheque for deposit work to the XEN Building department, Rawalpindi regarding Repair & Maintenance Civil Works as soon as possible for smooth functioning of the hospital in the best public interest. If the issuance of cheque delayed, the Holy Ramazan is coming soon, so the execution work may not be completed within stipulated time period and the funds may be lapsed again in current financial year 2024-25.

Keeping in the view the above mentioned facts, after the 25<sup>th</sup> F&PC Meeting the matter was again submitted on 07.02.2025 for emergency assessment of committee. Wherein "After through discussion it was unanimous view of committee that the time is too short as the current financial year 2024-25 is going to end, the remaining work will not be executed if the cheque of advance withdrawal is not issued timely to XEN building department Rawalpindi. So as the F&PC Committee already recommended the cases for approval from Syndicate the assessment committee is hereby recommend and forward the case for Financial and administrative approval as well as of advance withdrawal (deposit work) of Rs. 40.66 (Million) of BBH, Rawalpindi, for renovation and improvement work under emergent power delegated to Vice Chancellor as per RMU Act-2017 clause 13 at Sr. No 03 and 13 (4) at Sr. No 04 for approval from Syndicate as the circulation agenda after issuance of minutes of 25<sup>th</sup> Meeting of F&PC their payments to issue cheque as deposit work to the XEN Building department, Rawalpindi on urgent basis vide minutes of meeting ref No. B&A/HFH/661 dated 10-02-2025, (Committee Minutes of Meeting enclose ready for reference)

Keeping in the view the above mentioned facts, the Vice Chancellor RMU is requested to approve the case on the subject matter for smooth functioning of the hospital in the best public interest. Meanwhile the approval on account of Advance withdrawal, Administrative approval & Financial Sanction (deposit work) for Repair & Maintenance (Renovation & Improvement of BBH) amounting to Rs: 40.66 (M) will be obtained from Syndicate in its upcoming meeting.

Submitted for approval please.

AMS (Finance)

Account Officer

Director Finance BBH

Medical Superintendent

DMS (Works)

Vice Chancellor RMU

Treasurer RMU / D.F.



(91)

**OFFICE OF THE VICE CHANCELLOR / ALLIED HOSPITALS  
NEW TEACHING BLOCK AT HOLY FAMILY HOSPITAL RAWALPINDI**

No. V.C/BBH/2023/ 58.67-69

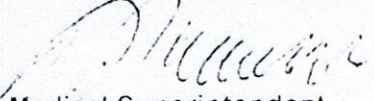
Dated: 18/12/2025

**ORDER:**

Revised Administrative approval amounting to Rs 100 (M) for civil works at Benazir Bhutto Hospital Rawalpindi is hereby accorded under emergent power delegated to Vice Chancellor RMU ordinance 2017 (V off 2017) clause 13 at S.No.3 & 4, on behalf of Syndicate RMU/Allied hospitals under the power delegated to the Syndicate schedule No. VI S. No. 02 of delegation of powers relating to (Repair Maintenance & New Work other than ADP) of Punjab Medical & Health Institution Act-2003

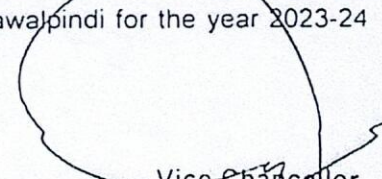
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10	Add 16% PST	13.896
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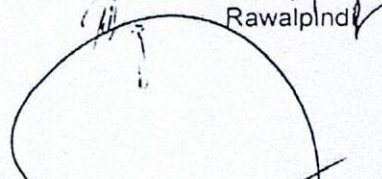
The expenditure will be met out of the budget of this office under grant PC201016-07-Health 073-Hospital Services 0731-General Hospital Services RA4005-RMC, HFH, DHQH, BBH, Rawalpindi Health Services A-05 grant /subsidies A-052 Grant Domestic A-05270 to Others (Grant in Aid to HFH, BBH, DHQ Hospital, Rawalpindi) under detailed head of account A-13301-Repair of Office Building for Benazir Bhutto Hospital Rawalpindi for the year 2023-24 under the administrative Control of Provincial Government.

  
Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi

**Copy to:**

1. The Secretary SHC & ME Department Lahore
2. The Executive Engineer Building Division No 2 Rawalpindi
3. The District Accounts Officer, Rawalpindi

  
Vice Chancellor  
RMU & Allied Hospitals  
Rawalpindi

  
Vice Chancellor  
RMU & Allied Hospitals  
Rawalpindi



(92)

**OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL RAWALPINDI**

NO. B&A/CONT/BBH/RWP/ 548

DATED: 18-02-2025

The sanction is hereby conveyed on the behalf of action taken by VC RMU & Allied Hospital, Rawalpindi under emergent power delegated to Vice Chancellor RMU & Allied Hospitals, Rawalpindi Act-2017 (V of 2017) Clause 13 at Sr. No. 03 and 13 (4) to the extent of payment of advance withdrawal as deposit work building (Maintenance & repair Civil Work amount of Rs: 40,66,400/-). The referred sanctioned letter is accorded to incur a sum of Rupees Forty Million & Six Hundred Sixty Four Thousand only/-.  
To purchase / Repair & Maintenance of Executive Engineer Building Division-II Rawalpindi Rs

The Syndicate has full power for advance withdrawal as conferred upon vide Punjab Medical & Health Institution Act-2003 (Revised Schedule-V Rule-16 amended in 2016-17) for deposit work building (Maintenance & repair) for renovation improvement. The expenditure will be debit able under Grant No PC201016-07-Health 073-Hospital Services 0731-General Hospital Services RA4005-RMC, HFH, DHQH, BBH, Rawalpindi Health Services A-05 grant /subsidies A-052 Grant Domestic A-05270 to Others (Grant in Aid to HFH, BBH, DHQ Hospital, Rawalpindi) under Cost Center RI4598 under detail Head of A13301 (Office Building) in current financial year 2024-25.

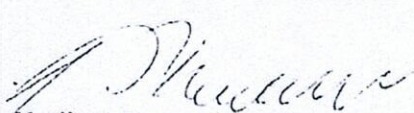
Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi

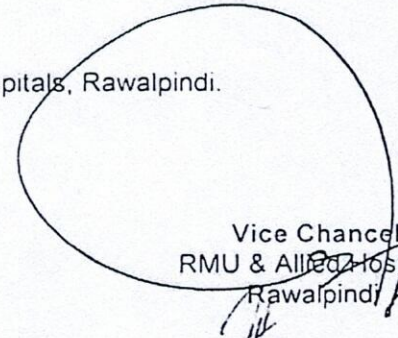
Vice Chancellor,  
RMU & Allied Hospitals,  
Rawalpindi

No. & Date Even:

Copy to:-

1. The Treasurer / Director Finance RMU & Allied Hospitals, Rawalpindi.

  
Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi

  
Vice Chancellor,  
RMU & Allied Hospitals,  
Rawalpindi



OFFICE OF THE MEDICAL SUPERINTENDENT  
HOLY FAMILY HOSPITAL RAWALPIND

93

Ref No. B&A/HFH/ 661

Dated: 10.02.2025

Subject:- Minutes of Meeting

Reference to letter No. B&A/HFH/643-48 Dated 08.02.2025 meeting was held on 10.02.2025 at 11:30 AM in the office of AMS (Admin) Convener of the said committee (constituted vide letter No. TR/BDGT/2023-24/290 Dated 03.06.2024 by Vice Chancellor RMU & Allied Hospitals Rawalpindi, to assess the emergency for the case of Financial & Administrative approval as well as of advance withdrawal for renovation and improvement for the Year, 2023-2024 at BBH, Rawalpindi an amounting to Rs.40.66 Million sent by the Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi Vide Letter No. F. Accts/BBH/2024/4887-91 Dated 07.02.2024 and the case received by the Medical Superintendent, RTH, Rawalpindi Vide Letter No. 843/RTH, Rawalpindi Dated 07.02.2025 for renovation and improvement work at RTH, Rawalpindi amounting to Rs. 50.00 Million for renovation and improvement for the Year 2024-2025.

Following attended the meeting,

1. AMS Admin (Convener) Holy Family Hospital Rawalpindi
2. Director Finance, Benazir Bhutto Hospital, Rawalpindi
3. Audit Officer, RMU, Rawalpindi

Accounts Officer, BBH, Rawalpindi and RTH, Rawalpindi were called to attend the meeting with relevant record.

Meeting started with the recitation of Holy Quran.

Following has been discussed,

01. On inquiry by the chair, Accounts Officer BBH, Rawalpindi briefed the case that the Medical Superintendent BBH, Rawalpindi presented the case in front of Assessment Committee for Financial & Administrative approval as well as of advance withdrawal for renovation and improvement for the Year, 2023-2024 at BBH, Rawalpindi an amounting to Rs.40.66 Million. The Committee issued the minutes vide Letter No. B&A/HFH/5889 dated 09.12.2024 with remarks that,

"After thorough discussion it was unanimous view of the committee that the case is recommended for approval from Syndicate as the circulation agenda via upcoming meeting of Finance & Planning Committee of RMU & Allied Hospitals. Moreover, as the stance of the Head of the institution is genuine and the case is of urgent nature, so it is requested that, meeting of F&P Committee may please be scheduled as soon as possible".

02. The chair asked Accounts Officer RTH, Rawalpindi to brief the case and he informed that the case was forwarded to Assessment Committee for Financial & Administrative approval as well as of advance withdrawal for renovation and improvement at RTH, Rawalpindi an amounting to Rs.50.00 Million and the assessment committee assessed the case and issued minutes vide letter No. B&A/HFH/5994 dated 17.12.2024 and decided that, the case is recommended for approval from Syndicate as the circulation agenda via upcoming meeting of Finance & Planning Committee of RMU & Allied Hospitals.

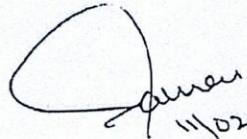


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03. The Accounts Officer, BBH & RTH, Rawalpindi also informed that, as per Assessment Committee recommendation the cases were presented in 25<sup>th</sup> meeting of F&P Committee held on 04.02.2025 as an agenda item for Financial & Administrative approval as well as of advance withdrawal (deposit work). The F&P Committee recommended the said cases for approval from syndicate.

04. After thorough discussion it was unanimous view of the committee that the time is too short as the Current Financial Year, 2024-2025 is going to end, the remaining work will not be executed if the cheque of advance withdrawal are not issued timely to XEN Building department, Rawalpindi. So, as the F&P Committee already recommended the cases for approval from syndicate, the Assessment Committee hereby recommends and forward the cases for Financial & Administrative approval as well as of advance withdrawal (deposit work) of Rs. 40.66 Million of BBH, Rawalpindi & Rs. 50.00 Million of RTH, Rawalpindi for renovation and Improvement work under emergent power delegated to Vice Chancellor in RMU Act 2017 (V off 2017) clause 13 at serial No 3 and circulated at serial No 4 for approval from Syndicate as the circulation agenda after issuance of minutes of 25<sup>th</sup> meeting of Financial and Planning Committee, If the authority agrees.

After fulfilling all code and  
Procedural formalities  
Per L.A.O.  
Imran  
Audit Officer 11/2/25  
RMU Rawalpindi

  
11/02/25  
Director Finance  
BBH, Rawalpindi

11/2  
AMS (ADMIN) CONVENER,  
Holy Family Hospital  
Rawalpindi





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No.SO(B&A)3-1/2020  
GOVERNMENT OF THE PUNJAB  
SHC & ME DEPARTMENT  
Dated: Lahore, the 17<sup>th</sup> November, 2023

To

The Additional Secretary (H&A),  
Government of the Punjab,  
Finance Department.

**SUBJECT: DETAIL OF MAINTENANCE & REPAIR WORK UNDER HEAD A13301 FOR THE CFY 2023-24**

Kindly find enclosed herewith a copy of letter No. Accts/Budget/BBH/2023-24/53457-61 dated 15-11-2023 received from Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi on the subject noted above.

2. The Caretaker Provincial Cabinet, in its 29<sup>th</sup> meeting dated 07-10-22023, has considered and approved funds amounting to Rs. 5000.000 Million regarding Revamping, Restructuring and Strengthening of Tertiary care hospitals, in addition to the already allocated amount of Rs. 4000.000 Million as supplementary grant during the CFY 2023-24 under head A13301-R&M of office building under grant PC21016(016)-Health Services (copy enclosed).

3. Foregoing in view, I am directed to request you the funds amounting to Rs. 100.000 million out of Rs. 5000.000 Million may be released under the object code A13301-Repair of Office building in favour of Benazir Bhutto Hospital, Rawalpindi under Fund Center (RA4005) during the Current Financial Year 2023-24.

*Mr. Akad*  
*29/11/23*

*Ans - F*  
*Dns 1 w/23*  
*P.O.*

*17/11/23*  
SECTION OFFICER (B&A)

- i. The Commissioner, Rawalpindi Division, Rawalpindi.
- ii. The Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi
- iii. PSO to Secretary, SHC&ME Department
- iv. PA to Additional Secretary (F&A), SHC&ME Department

*(Plan to direct)*  
*29 Nov 2023*

*ATLS (A)*  
*DMS (W)*  
*Building Department*  
*29/11/23*

*4220*  
*17*

0:\DOCUMENTS\WAZIR HOSPITAL\CORRES 3-1-2023 (H&A) DOC



To

The Secretary,  
Government of the Punjab  
Specialized Healthcare & Medical Education Department,  
1-Lawrence Road, Lahore.

Attention: i.) Additional Secretary (Development)  
ii.) Deputy Secretary (B&A)

No. /B, dated.

Subject: RE-AUTHORIZATION OF FUNDS AS DEPOSIT WORK PERTAINING TO SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT.

Reference:- Executive Engineer Buildings Division No.2 Rawalpindi letter No.2512/A. dated.08.07.2024.

Please refer to the Executive Engineer, Buildings Division No.2, Rawalpindi letter as referred above. The funds for the following M&R works were received in his office through Government Cheques and deposited the same in the State Bank of Pakistan Rawalpindi and amount taken in the monthly account for the month of 01/2024 & 02./2024. The expenditure upto 30.06.2024 against both the schemes is as under.

Sr. No	Name of Work	Cheque No & Date	Amount	Expenditure Upto 30.06.2024	Unspent Balance as on 30.06.2024
1	Maintenance & Repair of Benazir Bhutto Hospital Rawalpindi for the year 2023-2024 (Deposit Work)	208039 Dt.12.01.2024	Rs.100.000 (M)	Rs.59.336 (M)	Rs.40.664 (M)
2	Maintenance & Repair of Rawalpindi Institute of Cardiology (RIC) for the year 2023-24.	208876 Dt.01.02.2024	Rs.108.000 (M)	Rs.56.856 (M)	Rs.51.144 (M)

It is worth mentioning here that due to lapse of funds of M&R works, the hospital services to the patients are being compromised.

It is therefore, requested that the Finance Department may be approached for the revalidation of funds during current financial year 2024-25 (Communication & Works Department) pertaining to the Maintenance & Repair works of both the Hospitals for proper execution of the said works well in time in the best interest of patients reporting these hospitals.

DA/Nil

Superintending Engineer  
Buildings Circle No. 1  
Rawalpindi.

No. 1446-48 /B, dated. 12-7-24

Copy is forwarded for information to the:-

- ✓ 1. Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi.
2. Medical Superintendent, Rawalpindi Institute of Cardiology, Rawalpindi.
3. Executive Engineer, Buildings Division No.2 Rawalpindi with reference to his letter No.2512/A. dated. 08.07.2024, for pursuance.

DA/Nil

Superintending Engineer  
Buildings Circle No. 1  
Rawalpindi.



**OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL RAWALPINDI.**

No. F/PC/2024-25/BBH/ 3724-30

Dated: 07/09/2024

To

The Secretary  
Government of the Punjab  
SHC & ME Department  
11-A, Lawrence Road, Lahore.

Attention: Special Secretary (D&R)  
SHC & ME Department

Subject: **REVISED ROUGH COST ESTIMATE FOR THE WORK "MAINTENANCE AND REPAIR TO BENAZIR BHUTTO HOSPITAL RAWALPINDI (DEPOSIT WORK) FOR THE YEAR 2023-24.**

Kindly refer to Deputy Director for Chief Engineer Punjab Buildings department North Zone Lahore letter No. CEBN/2106/D, dated 05-09-2024 & Superintending Engineer Buildings Circle No.1, Rawalpindi letter No. 1695/D, dated 24-8-2024 on the subject mentioned above. (Copies are attached).

It is submitted that the Deputy Director -1, for Chief Engineer, Punjab Building Department (N.Z) has approved the revised Rough cost Estimate of Rs.113.870 (M) for the revised scope of work for the financial year 2023-24 in response to report of the committee constituted for revision in the scope of work vide NOP.A/O.O/2024/18223-28 dated 02-05-2024 and subsequent recommendations received from the committee vide No. CMC(Admin)/24/17861-64 dated 02-05-2024 (copy is attached).

The initial funds allocated for the subject were Rs. 100.00 (Million). The detail is as under:-

Funds already Allocated for F.Y 2023-24	Funds required after revision of Rough Cost Estimated	Funds already deposited as (Deposit Work) F.Y 2023-24 Dated 12-01-24	Expenditure upto 30-06-2024	Amount Lapsed during F.Y 2023-24	Additional funds required after revision	Request for Re-authorization already sent	Total funds required
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(F+G)
Rs. 100.00 (M)	RS.113.870 (M)	Rs. 100.00 (M)	Rs. 59.33 (M)	40.66 (M)	Rs. 13.87 (M)	40.66 (M)	54.53 (M)

It is therefore requested that the revised Administrative Approval of above mentioned funds Rs.54.53 Million (including lapsed & additional funds) may please be granted in the relevant Head of Account A13301 for onward disbursement as (Deposit work) to the building department for timely completion of the work.

An early & prompt action in the matter is requested & required please.

Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi.

No &amp; Date Even:-

Copy to:

1. PSO to Secretary, SHC & ME Department, Lahore.
2. The Vice Chancellor, RMU & Allied Hospitals, Rawalpindi.
3. Executive Engineer, Building Division No.2, Rawalpindi.
4. Superintendent Engineer, Building Division No.1, Rawalpindi.
5. The AMS (Admin), BBH, Rawalpindi.
6. The DMS (Works), BBH, Rawalpindi.

Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi.





AMS(P)  
AO

ANNEX-C

98

NO. SO (ABs) 27-59/23 M&R (P-I)  
GOVERNMENT OF THE PUNJAB  
FINANCE DEPARTMENT  
Dated Lahore, the 15<sup>th</sup> November, 2024

32205



To

The District Accounts Officer  
Rawalpindi

SUBJECT: SANCTION FOR PLACEMENT OF AMOUNT AS CEILING IN THE ASSAN ASSIGNMENT ACCOUNTS FOR UTILIZATION OF FUNDS PROVIDED AND RELEASED UNDER FUND GRANT NO. PC21016(016) - HEALTH SERVICES FOR THE FINANCIAL YEAR 2024-25.  
(Benazir Bhutto Hospital, Rawalpindi)

I am directed to refer to SHC&ME Department's letter No. SO (B&A) 28-12/2022, dated 13.11.2024, on the subject noted above.

2. Finance Department agrees to sanction the placement of funds amounting to Rs. 40,664,000/- (Rupees Forty Million & Six Hundred Sixty-Four Thousand only), already released through technical supplementary grant vide letter of even no. dated 07.11.2024 in the Assan Assignment Account (AAA) Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi, during the current financial year 2024-25.
3. The Manager of National Bank of Pakistan authorized Branch, Rawalpindi may be advised to arrange payment against above mentioned ceiling of Rs. 40,664,000/- (Rupees Forty Million & Six Hundred Sixty-Four Thousand only) on the receipt of cheques and prescribed schedule of payment duly signed by the authorized signatories of the account.
4. The expenditure will be debatable under Grant No. PC21016 (016)-Health Services 07-Health 073-Hospital Services 0731-General Hospital Services 073101-General Hospital Services RA4005- DHQ / RGH / HFH / RMU/ IUTR, Rawalpindi- Object Code A13301- Office Building-Cost Centre-RI4598, during the current financial year 2024-25.
5. The expenditure shall be incurred after completion of all codal / legal / statutory requirements.

SECTION OFFICER (ABs)

NO. & DATE EVEN:

A copy is forwarded for information to the:

1. The Accountant General Punjab, Lahore.
2. Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi
3. The Section Officer (B&A), Govt. of Punjab, SHC&ME Department w.r.t. above referred letter
4. Budget Officer-III, Government of the Punjab, Finance Department

SECTION OFFICER (ABs)





COMMUNICATION & WORKS  
DEPARTMENT OF PUNJAB

Tel No. 051-9271916  
Fax No. 051-9271987  
Email: [xenbulldng2rwp@gmail.com](mailto:xenbulldng2rwp@gmail.com)

ANNEX - D

OFFICE OF EXECUTIVE ENGINEER  
BUILDING DIVISION NO.2  
RAWALPINDI  
110 Adam Joo Road Sadler Rawalpindi Cantt

99

To.

The Medical Superintendent,  
Benazir Bhutto Hospital,  
Rawalpindi.

No. 115 /C. Dated 11/01/2024.

Subject.

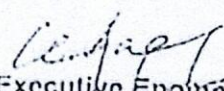
MAINTENANCE & REPAIR OF BENAZIR BHUTTO HOSPITAL  
RAWALPINDI FOR THE YEAR 2023-24 (DEPOSIT WORK).

Reference:

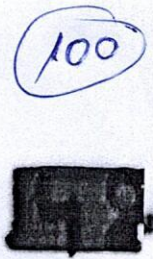
Your letter No. Accts/Budget/BBH/2023-24 56424-28, dated 30.11.2023 and  
telephonic discussion dated 11.01.2024.

With reference to the above it is intimated that Rough Cost Estimate of the  
subject cited work amounting to Rs. 100.000 (Million) has been prepared and submitted to the  
Office of Superintending Engineer Buildings Circle No. 1, Rawalpindi. The same will be  
forwarded to the Chief Engineer, Punjab Building Department (North Zone) Lahore for vetting.  
Vetted copy of the Rough Cost Estimate will be forwarded to your Office for arranging  
Administrative Approval of scheme from the Competent Authority. An advance copy of the  
Rough Cost Estimate submitted to the Office of Superintending Engineer Buildings Circle  
No. 1 Rawalpindi is hereby forwarded to you for further necessary action in the matter.

D/A As Above

  
Executive Engineer  
Building Division No.2  
Rawalpindi





REVISED ROUGH COST ESTIMATE FOR THE WORK "MAINTENANCE & REPAIR OF BENAZIR BHUTTO HOSPITAL, RAWALPINDI FOR THE YEAR 2023-24 (DEPOSIT WORK)"

COMPARATIVE STATEMENT FOR ABSTRACT OF COST							
Sr	Description	As per Approved Rough Cost Estimate	As per T.S Estimate	As per Revised Rough Cost Estimate	Excess	Saving	Remarks
1	Eye OT & Ward	11,957	11,957	14,437 18,024	2,480 6,067		As per demand of Client Department Vide Letter No 74/Cen/2024/1540-47 Dt 26-07-2024
2	ENT OT	2,974	2,969			2,974	
3	Coronary Care Unit (CCU)	8,459	8,454	13,417 14,150 15,555	4,958 5,696		
4	OPD block (Basement Floor)	24,472	13,748	2,153,127 2,16,999		14,724 13,713	
5	Automatic Transfer Switch Panel	7,495	7,495			7,495	
6	Laundry	5,098	5,098	8,166 1,133 2,244	3,068 2,244		
7	Physiotherapy Department	1,948	1,948	2,457 2,208	5,509 5,560		
8	Admin Block	4,427	4,427			4,427	
9	External Development	16,040	16,040	22,437 25,739	6,397 9,699		
10	Women Counter			1,471	1,471		
11	Cardiology Ward			14,437 13,734 13,734	15,833 13,734 13,734		
	TOTAL	82,870	72,136	24,458 26,984	14,688 22,044		

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Sub Divisional Officer,  
Patilguda Sub Division  
Karnataka

30

Executive Engineer,  
Buildings Division No.2  
Raipurpindi.

10/11/11  
J. J. J.





Phone: 051-9290102  
Fax: 051-9290103

102  
OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL, RAWALPINDI  
No. PA/O.O/2024/18223778 Dated: 02/05/2024  
URL: www.bbhh.org.pk  
Email: msbbhrwp87@gmail.com

### OFFICE ORDER

Subject:

### CONSTITUTION OF COMMITTEE FOR REVISION IN SCOPE OF WORK FOR M&R FOR THE FINANCIAL YEAR 2023-24

In consultation with the X.EN Building Department, Rawalpindi, a committee comprising for the following is hereby constituted for revision in scope of work for M&R, BBH, Rawalpindi, for financial year 2023-24: -

- |                         |          |
|-------------------------|----------|
| 1. AMS (Admn)           | Chairman |
| 2. DMS (Admn)           | Member   |
| 3. DMS (Works)          | Member   |
| 4. Work Supervisor, BBH | Member   |

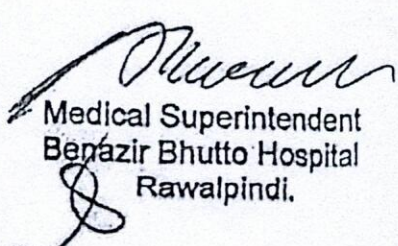
The Committee is requested to submit its recommendations within 48 hours for onward submission to Building Department.

Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi.

### NO. & DATE EVEN.

Copy for information to:-

1. The Vice Chancellor, RMU / Allied Hospitals, Rawalpindi.
2. The Principal, Rawalpindi Medical College, Rawalpindi.
3. The X.EN Building Department, Rawalpindi.
4. The Chairman / Members of the committee, BBH, Rawalpindi.
5. The Director Finance, BBH, Rawalpindi.
6. The Account Officer, BBH, Rawalpindi.

  
Medical Superintendent  
Benazir Bhutto Hospital  
Rawalpindi.



OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL, RAWALPINDI.

No: CMC(Admn)/24/17861-64

Date: 02/05/2024

To,

The Medical Superintendent,  
Benazir Bhutto Hospital,  
Rawalpindi.

Subject: REPORT OF COMMITTEE FOR REVISION IN SCOPE OF  
WORK FOR M&R FOR THE FINANCIAL YEAR 2023-24

With Reference to your office order No.PA/O.O/2024/18223-28 dated 02.05.24, for revision in the scope of M&R, where in administrative approval amounting 100 Millions for civil works at Benazir Bhutto Hospital, Rawalpindi, where in administrative approval has been granted vide No. V.C/RMU/2023/2046-48, dated 12.01.2024. The committee held detailed meeting, reviewed the already notified scope of work, had through discussion/Survey and finalized the following scope of work priority-wise :-

Priority No.	Area of Work	Scope of Work
1.	Eye Ward + O.T	<ul style="list-style-type: none"><li>• Improvement of Nursing Station</li><li>• Replacement of door, windows, and vents</li><li>• Ceiling work</li><li>• Electricity &amp; Sanitary, and Plumbing</li><li>• R&amp;M and Re-Installation of Medical gases supply</li><li>• Improvement of Ward Store and Staff Washroom</li><li>• Networking (Ethernet)</li></ul>
2.	CCU + Cardiology Ward	<ul style="list-style-type: none"><li>• Complete floor + Dado tiles</li><li>• Improvement of Nursing Station</li><li>• Roof treatment</li><li>• Replacement of door, windows, and vents</li><li>• R&amp;M and Improvement of Public Washrooms</li><li>• Ceiling work</li><li>• Electricity &amp; Sanitary, and Plumbing</li><li>• R&amp;M and Re-Installation of Medical gases supply</li><li>• Networking (Ethernet)</li></ul>



3.	MU-I & MU-II(Male Ward)	<ul style="list-style-type: none"> <li>• Complete floor + Dado tiles (Except recently revamped area of MU-I Ward)</li> <li>• Improvement of Nursing Station</li> <li>• Replacement of door, windows, and vents</li> <li>• Ceiling work</li> <li>• Electricity &amp; Sanitary, and Plumbing</li> <li>• R&amp;M and Re-Installation of Medical gases Oxygen supply</li> <li>• Networking (Ethernet)</li> </ul>
4.	Public Washrooms of Dengue Ward, ENT Ward	<ul style="list-style-type: none"> <li>• Complete renovation of washrooms including replacement of doors, windows, vents, sanitary fittings electricity &amp; plumbing work</li> <li>• Ceiling work</li> </ul>
5.	Dialysis Unit + Abandoned area of Urology ward	<ul style="list-style-type: none"> <li>• Roof treatment Dialysis Unit + Urology Ward</li> <li>• Replacement of Windows, vents of both areas</li> <li>• Floor tiles +Dado in both areas</li> <li>• Washrooms in Abandoned area of Urology ward</li> <li>• R&amp;M and Re-Installation of Medical gases Oxygen supply dialysis unit</li> <li>• Ceiling Work in both areas</li> <li>• Electricity &amp; Plumbing work</li> </ul>
6.	External Development	<ul style="list-style-type: none"> <li>• Department of Pediatrics (Patient waiting area improvement &amp; renovation including sitting area with adequate lightings, fans, benches, public washroom and drinking water facility)</li> <li>• Gynae Ward (Patient waiting area improvement &amp; renovation including sitting area with adequate lightings, fans, benches, public washroom and drinking water facility)</li> <li>• Ortho Ward Patient waiting area Washroom, roof work, and drinking water facility.</li> <li>• Development of Waiting area on the backside of ICUs for inpatient department including sitting area with adequate lightings, fans, benches, public washroom and drinking water facility.</li> </ul>

*g* *g* *Abul*



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		<ul style="list-style-type: none"> <li>• Main Waiting area in front of emergency improvement of sitting and extension of roof.</li> <li>• Urology ward ramp frame coverage with fiber sheet.</li> </ul>
7.	Laundry	<ul style="list-style-type: none"> <li>• Roof treatment</li> <li>• Replacement of windows, doors and vents</li> <li>• Improvement of foundations for washing machine, drainage channels in washing area</li> <li>• Industrial exhaust installation</li> <li>• Laundry store area improvement</li> <li>• Electric and plumbing work</li> </ul>
8.	Physiotherapy	<ul style="list-style-type: none"> <li>• Roof treatment</li> <li>• Tile work</li> <li>• Paint work</li> <li>• Ceiling</li> <li>• Electric work</li> <li>• Patient waiting area improvement</li> </ul>
9.	OPD basement	<ul style="list-style-type: none"> <li>• Improvement of sanitary drainage system</li> <li>• Structural stability and improvement measures</li> <li>• Improvement of Sound proofing in Audiology room in OPD</li> </ul>
10.	Admin Block	<ul style="list-style-type: none"> <li>• Left over offices with old flooring</li> </ul>

**Note:**

The committee is of the opinion that the following M&R work may be dropped from the scope of work to be done and the funds reserved for these tasks may be utilized for the aforementioned prioritized work.

- ENT Ward & OT as they are in better condition
- ATS Panel as Feasibility/ permission was not given by IESCO ( Copy of letter of SDO IESCO , Chandni Chowk Sub Division attached).

Submitted for information and further necessary action.





DMS (Admin)/Member  
BBH, Rawalpindi

DMS (M&S)/Member  
BBH, Rawalpindi

Work Supervisor  
BBH, Rawalpindi

AMS, Admin/ Chairman  
BBH, Rawalpindi



**OFFICE OF THE MEDICAL SUPERINTENDENT  
BENAZIR BHUTTO HOSPITAL RAWALPINDI**

No. F.Accts/BBH/2024/ 5644-47

Dated: 6/12/ 2024

To,

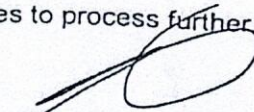
1. The AMS Admin (Convener) Holy Family Hospital, Rawalpindi
2. The Director Finance BBH, Rawalpindi.
3. The Audit Officer, RMU & Allied Hospitals, Rawalpindi.

Subject: **ASSESSMENT OF EMERGENCY AGAINST THE DEPOSIT WORK FOR  
RENOVATION AND IMPROVEMENT FOR THE YEAR 2023-24 AMOUNT OF  
RS: 40.66(M)**

Reference order of constitution of committee vide letter No.TR/BDGT/2023-24/290 dated 03-06-2024 to assess the emergency of all financial matters by Vice Chancellor, Allied Hospitals, Rawalpindi.

Find enclose herewith a case of the pending deposit work for renovation and improvement for the year 2024-25 amount of Rs: 40.66(M) as subject cited above for assessment of emergency


You are requested to please issue necessary minutes to process further

  
Medical Superintendent,  
Benazir Bhutto Hospital,  
Rawalpindi.

**No & Date Even:**

Copy for information:

1. The VC RMU & Allied Hospitals, Rawalpindi.
2. AMS (Finance) BBH, Rawalpindi.

  
Medical Superintendent,  
Benazir Bhutto Hospital,  
Rawalpindi.



OFFICE OF THE MEDICAL SUPERINTENDENT  
HOLY FAMILY HOSPITAL RAWALPIND

Ref No. B&A/HFH/ 5889

Dated: 09.12.2024

Subject:- Minutes of Meeting

Reference to letter No. B&A/HFH/5805 Dated 07.12.2024 the meeting was held on 09.12.2024 at 11:00 AM in the office of AMS (Admin) Convener of the said committee (constituted vide letter No. TR/BDGT/2023-24/290 Dated 03.06.2024 by Vice Chancellor RMU & Allied Hospitals Rawalpindi, to assess the emergency for the case of Financial & Administrative approval as well as of advance withdrawal for renovation and improvement for the Year, 2023-2024 at BBH, Rawalpindi an amounting to Rs.40.66 Million sent by the Medical Superintendent, Benazir Bhutto Hospital, Rawalpindi Vide Letter No. F. Accts/BBH/2024/5644-47 Dated 06.12.2024, received in this office on 07.12.2024.

Following attended the meeting.

1. AMS Admin (Convener) Holy Family Hospital Rawalpindi
2. Director Finance, Benazir Bhutto Hospital, Rawalpindi
3. Audit Officer, RMU, Rawalpindi

Budget & Accounts Officer, HFH, Rawalpindi & BBH, Rawalpindi were called to attend the meeting with relevant record.

Meeting started with the recitation of Holy Quran.

Following has been discussed,

01. On inquiry by the chair, Accounts Officer BBH, Rawalpindi briefed the case that Government allocated the budget under Head of Account A13301 (Maintenance and Repair of Building/ Civil Works) for the year 2023-24, amounting to Rs. 100 Million for BBH, Rawalpindi. The Total Expenditure up to 30.06.2024 amounting to Rs. 59.33 Million was done by the building department Rawalpindi and the remaining funds amounting to Rs. 40.66 Million were lapsed during Financial Year, 2023-2024 as the building department could not complete the work till 30.06.2024. When the left over/incomplete work defer to next Financial Year, 2024-2025. The Medical Superintendent BBH, Rawalpindi approached the Secretary SHC & ME Department Lahore, for release of funds Rs. 54.53 million with revised estimate amounting to Rs. 113.870 Million against lapsed amount of Rs.40.66 Million out of released budget 100.00 Million. The Finance department sanctioned and released the funds of Rs. 40,664,000/- through Technical Supplementary Grant in the AAA against demanded funds of Rs. 54.53 Million.

02. The chair raised questioned "why the case was presented for assessment of emergency as the released funds of Rs. 40.66 million is not lapsable till the completion of Current Financial Year, 2024-2025. The Accounts Officer, BBH, Rawalpindi informed that, the meeting of F & P as well as of Syndicate is not scheduled to be held in the near future and C & W Department will start the left over work of the following works after receiving of funds of Rs. 40.66 Million.

*[Handwritten signatures]*



Sr. No.	Revised Description	Amount In Million
01	Eye OT & Wards	18.021
02	Coronary Care Unit CCU	13.417
03	OPD Block (Basement Floor)	2.153
04	Laundry	8.166
05	Physiotherapy Department	7.453
06	External Development	21.739
07	Women Counter	1.471
08	Cardiology Ward	13.734
TOTAL		86.154
ADD 16% PST		13.896
GRAND TOTAL		100.00

The BBH, Rawalpindi is unable to provide the services efficiently to patients due to incomplete work and the Hospital suffer overall. Moreover, as the funds were lapsed in last FY, 2023-2024 and to avoid repeating the same situation, concerned authority is worry about the completion of work on time, so the Medical Superintendent BBH, Rawalpindi approached to assessment committee to invoke emergency.

03. During meeting, Director Finance BBH, Rawalpindi called Deputy Secretary FMC of SHC & ME department Lahore to take the expert opinion about the said matter. As per telephonic conversation, Deputy Secretary FMC of SHC & ME department, Lahore advised to get approval of the case through circulation agenda from syndicate and the Cheque of Advance withdrawal may not be prepared until the approval from the said forum.

04. After thorough discussion it was unanimous view of the committee that the case is recommended for approval from Syndicate as the circulation agenda after recommendation by the Finance & Planning Committee of RMU & Allied Hospitals in its forth coming meeting. Moreover, as the stance of the Head of the institution is genuine and the case is of urgent nature, so it is requested that, meeting of F&P Committee may please be scheduled as early as possible.

*[Signature]*  
Audit Officer 16/12/24  
RMU Rawalpindi

*[Signature]*  
16/12/24  
Director Finance  
BBH, Rawalpindi

*[Signature]*  
AMS (ADMIN) CONVENER,  
Holy Family Hospital  
Rawalpindi



**Syndicate**  
**Rawalpindi Medical University /**  
**Allied Hospitals Rawalpindi**

AGENDA ITEM NO: **12**

**WORKING PAPER**

<b>Component to Which Agenda Belongs</b>	<b>Rawalpindi Medical University</b>
<b>Agenda Title</b>	<b>Approval of RMU- 65% Passing Marks for the Annual MBBS Examination and 85% Minimum Attendance Benchmark</b>
<b>Justification / Detail of case</b>	As per notification PF-1-C-PM&DC/Notification/2024/753, dated 15 <sup>th</sup> April 2025, the passing marks in the annual MBBS/BDS examination have been set at 65% and Minimum Attendance Benchmark Has Been Set At 85%
<b>Recommendation of Relevant Authority/Officer</b>	Board of Faculty, RMU/Allied Hospitals recommended the agenda for approval from RMU Syndicate.
<b>Action required</b>	Syndicate is requested for approval of "65% Passing Marks for the Annual MBBS Examination and 85% Minimum Attendance Benchmark"
<b>Relevant Rule &amp; sanctioning Authority</b>	Rawalpindi University Act 2017, Chapter IV, Rule 24(g)

**Prof. Dr. Ifra Saeed**

Professor of Anatomy

Director DME

Rawalpindi Medical University

Rawalpindi







www.pmdc.pk

PAKISTAN  
MEDICAL & DENTAL COUNCIL  
G-10/4, MAUVE AREA  
ISLAMABAD  
• Tel (92 51) 9190000

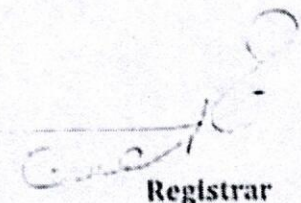
PF-1-C-PM&DC/Notification/2024/753

15<sup>th</sup> April, 2025

### NOTIFICATION

Pursuant to the decision of the PM&DC Council dated 27<sup>th</sup> February, 2025 and in supersession of point two (02) of the earlier notification No. PF-1-C-PM&DC/Notification/2024/695 dated 10<sup>th</sup> February 2025, the following amendments have been made to the PM&DC Admissions Regulations, 2023.

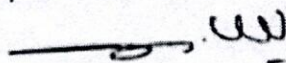
Curriculum of Undergraduate Programs.	Minimum Attendance. The minimum attendance benchmark has been set at 85%. Passing Marks. The passing marks for the annual MBBS / BDS examination have been set at 65%.
---------------------------------------	---

  
Registrar  
Pakistan Medical & Dental Council

#### Distribution:

- PM&DC recognized Medical / Dental Colleges / Universities (All)
- Incharge IT Department PM&DC, Islamabad
- P.S to Secretary M/o NISR&C, Islamabad
- P.S. to President PM&DC, Islamabad

Via Principal  
HOD, BME & Assessment cell




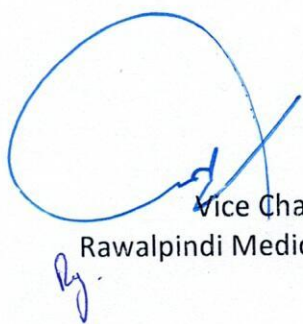
18/4/25



**WORKING PAPER**AGENDA No. 13

Component to which agenda belongs	Rawalpindi Medical University
<b>Justification/ Detail of Case</b>	Approval of MS / FCPS Paediatric Orthopedic Surgery & MD / FCPS Paediatric Endocrinology & Diabetes program of RMU / Allied Hospitals Rawalpindi from Syndicate. These programs are accredited by College of Physicians & Surgeons Pakistan (CPSP) vide Letter No. F.CPSP:REG:25/168 & Letter No. F.CPSP:REG: 25/417 respectively. (Copy of CPSP accreditation letter attached)
<b>Recommendation of the Relevant Authority/ Officer</b>	Academic Council
<b>Action required:</b>	Syndicate is requested to the approve MD/FCPS Pediatric Orthopedic Surgery Program & MS / FCPS Pediatric Orthopedic Surgery
<b>Relevant Rule &amp; Sanctioning Authority</b>	Clause No. 4 (d) under Regulations of Rawalpindi Medical University Act 2017 (Act XVI of 2017)

  
**Dr. Rizwana Shahid**  
 Assistant Director DME  
 Incharge URTMC  
 RMU, Rawalpindi

  
 Vice Chancellor  
 Rawalpindi Medical University

**No. & Date Even****Copy for information to:**

1. Registrar, Rawalpindi Medical University, Rawalpindi
2. Master file



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To,  
The Vice Chancellor,  
Rawalpindi Medical University,  
Tipu Road,  
Rawalpindi.

**Subject: Accreditation of Paediatric Orthopaedic Surgery discipline for FCPS training at Benazir Bhutto Hospital, BBH, Rawalpindi Medical University RMU Rawalpindi.**

Dear Sir,

We are pleased to inform you that (in accordance with the laid down rules and regulations for accreditation of training programmes), the College of Physicians & Surgeons Pakistan, on the basis of physical inspection conducted on January 27<sup>th</sup>, 2025 has decided to accord accreditation to **Benazir Bhutto Hospital, BBH, Rawalpindi Medical University RMU Rawalpindi** for FCPS training as under:

**1. Paediatric Orthopaedic Surgery:  
Accreditation for FCPS training.**

For continuation of accreditation status, re-inspection is mandatory after 05 years for maintenance of improvement. It is the responsibility of head of the institution to apply for re-visit at least 3 months before expiry of accreditation status.

**The accreditation of the institution is valid subject to availability of R&RC registered supervisor & strict compliance with the following conditions.**

- 1) The induction of trainees must be as per CPSP policy.
- 2) The training period must be supervised and registered. Trainees are required to be registered with the Registration & Research Cell (R&RC) of the College **within 30 days** of commencement of their training. This is mandatory requirement failing which R&RC will refuse registration.
- 3) Institutions should inform CPSP at least **03 months** in advance that a Supervisor is retiring. Supervisors who are resigning must inform College at least **one month** before the date of resigning.
- 4) Institutions should prepare a consultant from the discipline from where the Supervisor is resigning to act as a Supervisor once the resignation takes effect. A Co-Supervisor / Potential Supervisor must be available in the department at the time of accreditation.
- 5) Proper & updated maintenance of the E-Log in accordance with the CPSP guidelines & quarterly performance report.

**College of Physicians & Surgeons Pakistan**

7th Central Street, Phase II, Defence Housing Authority, Karachi-75500, Pakistan  
Tel: 99266400 (10 lines); Fax: 99266432; UAN: 111-606-606 Ext: 259  
Website: www.cpsp.edu.pk





- 6) Every trainee must be paid **stipend** for training at par with that paid by the Federal / Provincial Governments. Honorary training is not allowed.
- 7) No tuition or any other fee will be charged from the trainees
- 8) The Institute shall also be bound to allow / permit and facilitate its teachers, fellows / supervisors to take part in academic activities of CPSP including teaching, training, workshops, courses, examinations etc when and where needed inside and outside the country. They shall be entitled for TA/DA as per institution rules and regulations.
- 9) **Leaves:**
  - (i) **Annual Leave:**

15 days leave is admissible during six months of training period, this leave cannot be, however accumulated and carried forward. The total leave cannot be taken at one time; the leave can be availed with the approval of head of department.
  - (ii) **Maternity Leave:**

Only three months can be availed once during the entire training period. The lapse period of training will have to be completed afterwards and it will be the responsibility of the trainee to fulfill the deficit period of training before being eligible for the final FCPS examination.
- 10) **Training program** for PG students in accordance with CPSP guidelines must be submitted within 3 months of induction of trainees by the Supervisor / Head of the Institution. This should include calendar of continuous medical education, namely Ward Presentations, Journal Clubs & Topics Oriented Presentations with the name of trainees and the facilitators.

It is desirable that the institute shall endeavor to continuously improve and upgrade the facilities of educational atmosphere for Postgraduates.

Sincerely,

**Prof. Abdul Razaque Shaikh**  
Registrar, CPSP

F.w.C - The Regional Director CPSP, Islamabad.  
- Prof. Mahmood Ayyaz, Director, National Residency Programme, CPSP  
- Senior Executive Officer, R & RC.

### **College of Physicians & Surgeons Pakistan**

7th Central Street, Phase II, Defence Housing Authority, Karachi-75500, Pakistan  
Tel: 99266400 (10 lines); Fax: 99266432; UAN: 111-606-606 Ext: 259  
Website: [www.cpsp.edu.pk](http://www.cpsp.edu.pk)





To,  
**Prof. Muhammad Umar**  
Vice Chancellor,  
Rawalpindi Medical University,  
Tipu Road,  
Rawalpindi.

**Subject: Accreditation of Paediatric Endocrinology & Diabetes discipline for FCPS training at Rawalpindi Medical University RMU / Allied Hospitals, Rawalpindi.**

Dear Sir,

We are pleased to inform you that (in accordance with the laid down rules and regulations for accreditation of training programmes), the College of Physicians & Surgeons Pakistan, on the basis of physical inspection conducted on April 11<sup>th</sup>, 2025 has decided to accord accreditation to **Rawalpindi Medical University RMU / Allied Hospitals, Rawalpindi** for FCPS training as under:

**1. Paediatric Endocrinology & Diabetes:**  
**Accreditation for FCPS training.**

**With the following observations for improvement:**

- So far there no subspecialty of Paediatrics recognized in either Holy Family Hospital or Benazir Bhutto Hospital but have the capability of initiating paediatric endocrinology & diabetes as the HoD of Holy Family Hospital fulfills the Supervisor criteria.

For continuation of accreditation status, re-inspection is mandatory after 05 years for maintenance of improvement. It is the responsibility of head of the institution to apply for re-visit at least 3 months before expiry of accreditation status.

**The accreditation of the institution is valid subject to availability of R&RC registered supervisor & strict compliance with the following conditions.**

- 1) The induction of trainees must be as per CPSP policy.
- 2) The training period must be supervised and registered. Trainees are required to be registered with the Registration & Research Cell (R&RC) of the College **within 30 days** of commencement of their training. This is mandatory requirement failing which R&RC will refuse registration.
- 3) Institutions should inform CPSP at least **03** months in advance that a Supervisor is retiring. Supervisors who are resigning must inform College at least **one** month before the date of resigning.
- 4) Institutions should prepare a consultant from the discipline from where the Supervisor is resigning to act as a Supervisor once the resignation takes effect. A **Co-Supervisor / Potential Supervisor** must be available in the department at the time of accreditation.
- 5) Proper & updated maintenance of the **E-Log** in accordance with the CPSP guidelines & quarterly performance report.

**College of Physicians & Surgeons Pakistan**

7th Central Street, Phase II, Defence Housing Authority, Karachi-75500, Pakistan  
Tel: 99266400 (10 lines); Fax: 99266432; UAN: 111-606-606 Ext: 259  
Website: www.cpsp.edu.pk





- 6) Every trainee must be paid **stipend** for training at par with that paid by the Federal / Provincial Governments to grade 17 officers. Honorary training is not allowed.
- 7) No **tuition** or any other fee will be charged from the trainees
- 8) The Institute shall also be bound to allow / permit and facilitate its teachers, fellows / supervisors to take part in academic activities of CPSP including teaching, training, workshops, courses, examinations etc when and where needed inside and outside the country. They shall be entitled for TA/DA as per institution rules and regulations.
- 9) **Leaves:**
  - (i) **Annual Leave:**  
15 days leave is admissible during six months of training period, this leave cannot be, however accumulated and carried forward. The total leave cannot be taken at one time; the leave can be availed with the approval of head of department.
  - (ii) **Maternity Leave:**  
Only three months can be availed once during the entire training period. The lapse period of training will have to be completed afterwards and it will be the responsibility of the trainee to fulfill the deficit period of training before being eligible for the final FCPS examination.
- 10) **Training program** for PG students in accordance with CPSP guidelines must be submitted within 3 months of induction of trainees by the Supervisor / Head of the Institution. This should include calendar of continuous medical education, namely Ward Presentations, Journal Clubs & Topics Oriented Presentations with the name of trainees and the facilitators.

It is desirable that the institute shall endeavor to continuously improve and upgrade the facilities of educational atmosphere for Postgraduates.

Sincerely,

**Prof. Irshad Waheed**  
**Secretary & Acting Registrar, CPSP**

- F.w.C. - The Regional Director CPSP, Islamabad.  
- Prof. Mahmood Ayyaz, Director, National Residency Programme, CPSP  
- Senior Executive Officer, R & RC.

## College of Physicians & Surgeons Pakistan

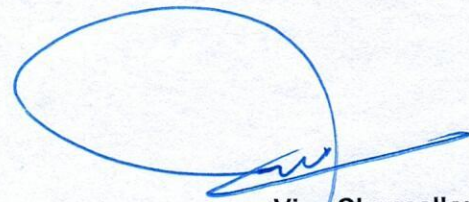
7th Central Street, Phase II, Defence Housing Authority, Karachi-75500, Pakistan  
Tel: 99266400 (10 lines); Fax: 99266432; UAN: 111-606-606 Ext: 259  
Website: [www.cpsp.edu.pk](http://www.cpsp.edu.pk)



Agenda Item No. **14**

**WORKING PAPER**

Component to which agenda belongs	Rawalpindi Medical University
<b>Justification/ Detail of Case</b>	<p>APPROVAL OF RMU DEPARTMENT OF PREVENTIVE HEALTH &amp; RESEARCH AT RED CRESCENT BUILDING WITH COLLABORATION OF DISTRICT HEALTH AUTHORITY RAWALPINDI, DISTRICT GOVERNMENT AND GOVT OF THE PUNJAB.</p> <p>A concept paper regarding establishment of Preventive Health and Research at Rawalpindi Medical University is being submitted to the Syndicate for consideration and approval</p> <p>The activity is to be carried out at Red Crescent Hospital for which approval has been accorded by the District Administration. Red Crescent shall provide infrastructure and logistic support for the said program which will be carried out in collaboration of District Health Authority and Government of the Punjab.</p>
<b>Action required:</b>	Syndicate, RMU is requested to kindly formally accord approval of this public service activity
<b>Relevant Rules &amp;</b>	Rawalpindi Medical University Act, 2017 (XVI of 2017)



**Vice Chancellor**  
Rawalpindi Medical University  
Rawalpin



## **Establishment of Department of Preventive Health & Research at RMU in Collaboration of District Health Authority Rawalpindi, District Government and Govt of the Punjab.**

### **Executive Summary**

The Rawalpindi Institute of Preventive Sciences & Research (RIPR), situated within the Red Crescent building, proposes the establishment of an integrated NCD Sehat Centre to address the rising burden of non-communicable diseases (NCDs), with a primary focus on diabetes, hypertension, cardiovascular disease, and stroke.

Aligned with WHO and UHC frameworks, the initiative aims to strengthen prevention, early detection, and long-term management of NCDs within the primary health care system of District Rawalpindi. The framework incorporates life-course and people-centered approaches, emphasizing health promotion, screening, lifestyle modification, and rehabilitation.

Training multidisciplinary teams will support key operational units—clinical services and diagnostics to behavioral counseling, nutrition, women's wellness, and digital health. Early fieldwork and community surveys by RMU demonstrate both high disease burden and system readiness, justifying the creation of a scalable and evidence-informed model.

The initiative targets over 70% of Municipal Dispensaries for screening coverage, training 500+ health workers, and introducing community-based NCD registries. The long-term goal is to reduce diabetes-related morbidity and premature mortality while improving quality of life and system equity. The RIPR Centre is envisioned as a policy incubation hub and a replicable model for urban NCD prevention in Pakistan.

### **Vision**

This vision emphasizes a life-course, people-centered, and multidisciplinary approach that fosters prevention, early detection, and effective long-term management, aligned with RMU and National guidelines.

### **Objectives**



1. **Implement community-based lifestyle programs** in Union Councils to reduce behavioral risk factors for diabetes, cardiovascular diseases, and hepatitis.
2. **Integrate health education on NCD prevention, family planning, and Hepatitis B & C** into LHW and BHU outreach to expand community awareness.
3. **Standardize screening services** for diabetes, hypertension, obesity, and Hepatitis B & C across all MNCs, BHUs and RHCs using national and WHO protocols.
4. **Develop an electronic registry** to track high-risk individuals, ensuring timely referral, follow-up, and linkage to care for NCDs, hepatitis, and FP needs.
5. **Strengthen integrated care** in primary and secondary facilities to deliver person-centered diabetes management, family planning counseling, and hepatitis care.

#### Implementation Framework

Category	Resources
<b>Human Resources</b>	RMU Community Medicine Department, Nutritionist, LHWs, PHC staff, district health managers, diabetes educators, NGO partners
<b>Financial</b>	RMU, Punjab Health Department, Government health budget, international donors & NGOs.
<b>Infrastructure</b>	Municipal dispensaries, RHCs, District Headquarter Hospital (DHQ)
<b>Logistics</b>	Blood samples, Glucometers, BP apparatus, foot examination kits, IEC materials
<b>Technical</b>	RMU & Allied hospitals data
<b>Policy Support</b>	RMU guidelines, National NCD Action Plan, UHC Benefit Package, Punjab Health Sector Strategy

#### Core Departments and Services

##### 1. Clinical Services Unit (Primary NCD Care)



**Lead Department:** Community Medicine / Family Medicine

**Key Functions:**

- NCD screening: hypertension, diabetes, CVD risk, BMI, tobacco use
- Diagnosis and staging of common NCDs (HTN, DM, dyslipidemia)
- Lifestyle counseling (diet, physical activity, sleep)
- Referral to specialists as needed
- **Personnel:** Faculty, Family Physicians, nurses, health counselors

## **2. Behavioral Health & Lifestyle Counseling Unit**

**Lead Department:** Community Medicine, Family Medicine

**Services:**

- Personalized diet plans for diabetes, HTN, obesity, CVD
  - Group education on healthy eating and food label reading
  - Culturally adapted dietary interventions
  - Malnutrition screening (especially in dual burden settings), Group education and behavior change sessions for lifestyle modification
- Personnel:** Clinical psychologists, Nutritionists, dietitians, trained counselors, peer educators

## **4. Physical Activity & Rehab Support Unit**

**Lead Department:** Physiotherapy / Rehabilitation

**Services:**

- Weekly walks and hiking Initiatives
- Fitness assessments and exercise prescriptions
- Supervised exercise sessions for CVD, diabetes, and arthritis



- Fall prevention and mobility support for the elderly
- Workplace ergonomic assessments

**Personnel:** Physiotherapists, kinesiologists, trained trainers

## **5. Women's Wellness Corner**

**Lead Department:** Obstetrics & Gynecology + Family Medicine

**Services:**

- Screening for GDM, anemia, obesity, cervical and breast cancer
- Counseling family planning, menopause, and bone health
- Postpartum family planning and lifestyle counseling

**Personnel:** Female medical officers, nurses, LHVs, midwives

## **6. Diagnostics & Lab Support Unit**

**Lead Department:** Pathology / Biochemistry

**Tests Offered:**

- Fasting blood glucose, HbA1c
- Lipid profile
- Liver/kidney function tests
- ECG, urine microalbumin

**Lab linkage:** Use RMU's diagnostic center with dedicated slots for NCD  
Sehat Clinic

## **7. Health Information & Digital Monitoring Cell**



**Lead Department:** Health Informatics / IT

**Services:**

- EHR for longitudinal tracking of patients
- Mobile health reminders (SMS for follow-ups, BP/glucose logs)
- Telehealth consultation options
- Digital dashboards for NCD indicators

**Personnel:** IT specialists, data entry staff, analysts

## **8. Community Outreach & Screening Unit**

**Lead Department:** Community Medicine / Public Health/ CEO Health Department

**Activities:**

- Mobile NCD screening camps in peri-urban/rural communities
- CHW (Community Health Worker) training and engagement
- IEC material dissemination in local languages
- Risk profiling using WHO STEPS or a similar tool

**Collaboration:** BHUs, NGOs, RMU students for field training

## **9. Pharmacy & Medicine Access Support**

**Lead Department:** Pharmacology / Hospital Pharmacy

**Services:**

- Ensuring uninterrupted supply of essential NCD medicines (per EDL)
- Medicine adherence support (pill organizers, reminders)
- Patient education on correct medicine use

**Personnel:** Pharmacists, pharmacy technicians



## 10. Monitoring, Evaluation & Research Wing

**Lead Department:** Public Health / Epidemiology

### Functions:

- Routine data collection for service quality indicators
- Impact assessment (patient satisfaction, clinical outcomes)
- Student/research fellow placements for operational research
- QI projects using PDSA cycles

**Indicators:** BP/Glucose control rates, patient follow-up rate, service uptake

### Proposed Phases of Implementation

Phase	Duration	Activities
<b>I. Planning &amp; Stakeholder Engagement</b>	2 months	Governance, SOPs, staff hiring, space allocation
<b>II. Pilot Testing (Internal OPD Patients)</b>	3 months	Initial rollout of 5 units (clinical, behavioral, diet, diagnostics, pharmacy)
<b>III. Full Rollout + Community Linkages</b>	6 months	Expansion to all departments + outreach program
<b>IV. Evaluation &amp; Scaling</b>	Ongoing	Data-driven adjustments, expansion to satellite centers

### Resource and Budget Outline (Indicative)

Component	Estimated Annual Cost (PKR)
Human Resources (10+ staff)	12 million
Equipment & Diagnostics	5 million
Medicines & Supplies	6 million
IT & EHR System	2 million
Community Screening & IEC	3 million



Component	Estimated Annual Cost (PKR)
Training & Capacity Building	1.5 million
Monitoring & Evaluation	1 million
<b>Total</b>	<b>~30.5 million PKR</b>

#### **Potential Partners & Linkages**

- **National Health Services (MoNHSRC)** – Technical and financial support
- **WHO EMRO/PEN/HEARTS Initiative** – Clinical protocols, training
- **NCD Alliance Pakistan** – Advocacy and community engagement
- **RMU Teaching Departments** – Integrated training for students and house officers
- **Insurance/PSSP/Sehat Sahulat** – Financing chronic care
- **DHO**



## Detailed Action Plan for RIPR PC-1 Implementation

### 1. Building and Infrastructure

#### Existing Infrastructure:

- Red Crescent building identified as the central site for RIPR.

#### Required Action:

- Conduct a building condition assessment for safety, space sufficiency, and utilities.
- Allocate and refurbish designated spaces for each of the 10 functional units:
  - Clinical services
  - Behavioral and diet counseling
  - Physical rehabilitation
  - Women's wellness
  - Diagnostics and labs
  - Pharmacy
  - Digital health monitoring
  - Community screening unit
  - Administration and research wing
- Ensure disability access, waiting areas, signage, and infection control zoning.

#### Linkage with Holy Family Hospital:

- Secure space for clinical referrals and lab support.
- **MS Holy Family Hospital** will supervise patient lab diagnostics, referral protocols, and use of teaching resources.

### 2. Equipment Inventory

#### Required Equipment (unit-wise breakdown):

Department	Equipment Needed
Clinical Services	BP apparatus, glucometers, stethoscopes, weighing scales, height measuring scales



Department	Equipment Needed
Diagnostics	Centrifuge, ECG machines, HbA1c analyzers, lipid profile kits
Lifestyle/Behavioral	Multimedia devices, visual aids, BMI analyzers
Rehab & Physical Activity	Exercise mats, treadmills (1–2), resistance tools
Women’s Wellness	Ultrasound (shared), examination beds, speculums, VIA kits
Digital Health	Desktop computers (x10), servers, tablets for field
Community Outreach	Mobile health vans, screening tents, audio-visual IEC kits
Pharmacy	Medicine racks, cold storage (refrigerators)

#### Procurement Strategy:

- Develop a phased procurement plan aligned with implementation phases.
- Assign inventory responsibility to a central procurement team.

### 3. Human Resources (HR)

#### a. Available HR:

- RMU faculty (Community Medicine, Family Medicine)
- Allied Health Faculty (Nutrition, Physiotherapy)
- District Health Department staff
- LHWs and PHC staff
- NGO collaborators and volunteers

#### b. Required HR (New Recruitment):

Role	Number	Unit
Family Physicians	4	Clinical Services
Nurses	6	Clinical, Wellness
Nutritionists	2	Behavioral Unit
Clinical Psychologists	2	Behavioral Unit
Physiotherapists	2	Rehab
IT/Data Analysts	3	Digital Health
Lab Technicians	3	Diagnostics



Role	Number	Unit
Female Medical Officers	2	Women's Corner
Pharmacists	2	Pharmacy
Health Counselors	4	Community, FP
Administrative Officers	2	Admin

#### Hiring Strategy:

- Recruitment to be done through RMU in coordination with District Health Office.
- Preference to be given to local candidates to enhance sustainability.

#### 4. Administrative and Governance Functions

- Formation of a **Steering Committee** (led by RMU, DHO, DCO).
- SOPs to be developed for:
  - Service delivery protocols
  - Referral and counter-referral system
  - Inventory and financial audits
  - Reporting and monitoring frameworks
- Regular monthly review meetings, chaired by **DCO Rawalpindi**.

#### 5. Departmental Functions and Service Units

**Core Units** with responsibilities:

1. **Clinical NCD Unit** – Screening, diagnosis, and basic treatment.
2. **Behavioral and Diet Counseling** – Risk reduction interventions.
3. **Physical Activity and Rehab** – Tailored regimens and follow-up.
4. **Women's Wellness Corner** – Gender-sensitive and integrated reproductive health.
5. **Diagnostics Unit** – Basic lab work and biometric markers.
6. **Digital Health Unit** – EHR, mHealth tools, remote tracking.
7. **Community Screening & Outreach** – Mobile camps, LHW linkages.
8. **Pharmacy Unit** – Essential medicines supply and counseling.
9. **Research & Monitoring Wing** – Evaluation, learning, adaptive planning.
10. **Administrative/Training Hub** – Cross-departmental coordination and training.

#### 6. Laboratory and Diagnostics



- Central lab linkage with **RMU/Allied Laboriteries**, with:
  - Dedicated time slots
  - Online appointment interface
  - Data sharing on outcomes
- On-site labs to conduct:
  - Blood sugar, HbA1c, lipid profile, LFTs, RFTs, urinalysis
  - ECG and anthropometric screening

#### **Quality Assurance:**

- Maintain SOPs aligned with Punjab health care commission guidelines.

### **7. Holy Family Hospital Integration**

- Attach RIPR with **MS Holy Family Hospital** through:
  - Referral pathways for complications
  - Shared diagnostic resources
  - Faculty mentoring
  - Joint patient care for dual burden cases (e.g., NCD + pregnancy)
  - Data-sharing agreement for joint research and M&E
  -

### **8. Functions**

#### **1. Handing taking**

- I. Notification of project endorsement and oversight responsibilities.
- II. Assignment of a **District Focal Person (DFP)** from DCO Office.
- III. DCO to oversee:
  - Building handover and renovation authorizations
  - Equipment verification and acceptance
  - Financial tracking and utilization approvals
  - HR hiring compliance

#### **2. Nomination of focal persons**

#### **3. Staff order by DC office**

#### **4. Documentation**

- All handover activities to be documented and signed by:



- VC RMU
- DCO
- Health Department Rep
- MS Holy Family Hospital

**Task done by DCO:**

- 1) Handing over of building officially to MS HFH
- 2) working of staff under MS
- 3) Equipment under MS
- 4) Provision staff DCO /CEo
- 5) Revival Red Crescent committee
- 6) Appointment of Secretary & DC Red Crescent
- 7) Approval of working SOP, JD by committee/ DCO

**SOPs for Implementation of Field Activity****Supervisor**

One supervisor will be hired for Overall supervision of 3 Teams (1 NCD clinic and 2 survey teams) and also to maintain daily report of all activities.

**NCD Clinic**

Two persons will be hired for NCD Clinic. There will three counters in the NCD Clinic. **Counter 1** will maintain Patient profile as per Performa and also generate Screening report of the lab test performed at counter 2. The person at **Counter 2** will perform the Lab Services i.e. Blood sample will be drawn for lab tests (BSR, Hb and ALT). The person at **Counter 3** will facilitate the visitors about Community work and provide diet chart for counselling.

**Survey Team**

Two survey teams will be hired for door-to-door community survey for which 4 persons will be hired (2 person in each team). They will survey at least 30 houses



daily nearby the NCD clinic. Fill google form and send 30 houses per day (15 each team). The google form includes Name, Father Name, Age, Gender, Contact No. and Address, No. of Children, FP Services. They will also do Counselling for Diet Chart and facilitate referral to nearby family welfare center (FWC) for family planning services.

## **Logistics**

### **Logistics for NCD**

1. PC
2. Pt. Profile Performa (Manual)
3. B.P Apparatus, measuring tape
4. Glucometer/Lab Services
5. BMI Chart
6. Training Manuals for Community worker
7. Family Planning Guide

### **Logistics for Survey Team**

1. Google forms
  - a. Name
  - b. Fathers Name
  - c. Age
  - D. Gender
  - e. Contact No. & Address
  - f. No. of Children's
  - g. F.P Services (RIPR, HFH, nearest FWC)
2. Diet Chart



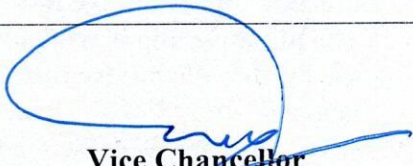
Agenda Item No: -

**WORKING PAPER**

Name of component to which matter pertains: -	Rawalpindi Medical University, Rawalpindi
Subject:	<b><u>Request For Formal Approval of RMU Community Health Program – “Diabetes-Free Rawalpindi” Under the RMU Health Hub Vision 2025 by the Department of Community Medicine RMU</u></b>
Description of the case:	<p>The RMU Health Hub Vision 2025 is a transformative initiative by Rawalpindi Medical University (RMU) aimed at improving community health through health education, prevention, and proactive healthcare interventions with the aim to enhance public awareness and empower individuals with preventive health knowledge. As part of RMU’s commitment to improving population health outcomes, this initiative specifically focuses on the prevention and awareness of <b>Diabetes Mellitus</b>, a major non-communicable disease (NCD) and public health burden. With a staggering 31.4 percentage age-standardized prevalence among adults aged 20 to 79 years, Pakistan now ranks first globally in diabetes prevalence, according to latest figures released in 11th edition of IDF Diabetes Atlas at International Diabetes Federation (IDF) event in Bangkok 2025. If current trends persist, the diabetic population in Pakistan is projected to rise to <b>70.2 million</b> by 2050, emphasizing the urgency for preventive measures.</p> <p>The initiative aligns with both national priorities and global health targets set by the <b>World Health Organization (WHO)</b>. In April 2021 WHO launched the Global Diabetes Compact, a global initiative aiming for sustained improvements in diabetes prevention and care, with a particular focus on supporting low- and middle-income countries. In May 2021, the World Health Assembly agreed to a Resolution on strengthening prevention and control of diabetes. In May 2022 the World Health Assembly endorsed five global diabetes coverage targets to be achieved by 2030. In the light of these WHO initiatives Diabetes Mellitus is not only major research area but also constituent community medicine PMDC curriculum component “epidemiology of Non communicable diseases”.</p> <p><b>Key Activities and Achievements of the “Diabetes-Free Rawalpindi” Initiative:</b></p> <p>It is submitted that field visits and research methodology are part of curriculum of community Medicine so in this context the accomplishments related to “<b>Diabetes free Rawalpindi</b>” keeping Health Hub Vision 2025 include</p> <ul style="list-style-type: none"> <li>• <b>Community Awareness &amp; Education:</b> Conducted sessions on dietary education to inform the community about lifestyle changes and nutritional practices that reduce diabetes risk.</li> </ul>



	<ul style="list-style-type: none"> <li>• <b>Strategic Campaign Implementation:</b> Launched a 4-day city-wide diabetes prevention campaign across Rawalpindi, designed to maximize community outreach through targeted messaging and data collection.</li> <li>• <b>Information, Education, and Communication (IEC) Material Dissemination:</b> Distributed printed IEC materials to <b>2,000 households</b>, promoting diabetes awareness, prevention strategies, and self-care tips. Additionally, <b>2,000 patient data record cards</b> were issued for basic screening and follow-up tracking.</li> <li>• <b>Human Resource Mobilization:</b> Engaged <b>300+ fourth-year MBBS students</b> as part of their research projects and fieldwork experience, providing them with structured training and supervision. Furthermore, <b>60 Lady Health Visitors (LHVs)</b> actively participated, contributing to community mobilization and outreach.</li> </ul> <p>This program not only supports the educational objectives of the MBBS program but also contributes to RMU's role as a public health leader in Rawalpindi by working toward the goal of a <b>"Diabetes-Free City."</b> The initiative serves as a model for how academic institutions can integrate curriculum requirements with impactful public health action.</p>
<b>Action Required</b>	Considering the above, we respectfully seek the <b>formal approval</b> of the "Diabetes-Free Rawalpindi" initiative by the <b>Department of Community Medicine, RMU.</b>
<b>Sanctioning authority</b>	Syndicate RMU/Allied Hospitals, Rawalpindi

  
**Vice Chancellor**  
 Rawalpindi Medical University  
 Rawalpindi



# Metabolic Disorders Free Rawalpindi City Initiative *RMU Model* (NCD Clinics)



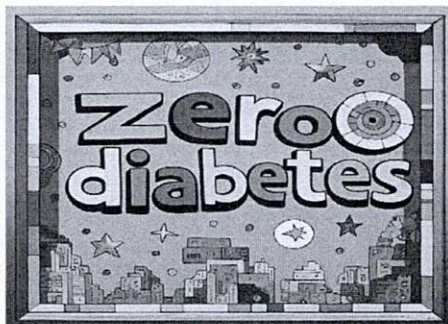
**Prof. Muhammad Umar**

Sitara-i-Imtiaz, Hilal-e-Imtiaz  
MBBS, MCPS, FCPS (PAK), FACG (USA), FRCP (L),  
FRCP (G), ASGE-M(USA), AGAF (USA)  
Vice Chancellor & Chief Executive  
RMU / Allied Hospitals Rawalpindi

20<sup>th</sup> May, 2025

## Objectives

- To raise awareness & early detection
- Empower families through knowledge.
- Promote preventive, community-based lifestyle changes.





## Burden of NCD in Pakistan

Diseases	Prevalence
Diabetes Mellitus	26-32% (24 Million)
Prediabetic	14% (26 Million)
DM with HTN	50% - 76%.
DM with Stroke	1.5%
DM with IHD	18%
Fatty Liver	30-40%

DM is major risk factor for renal failure, liver disorders, CAD, weight gain, HTN, stroke.

**Reference:**  
International Diabetes Federation <sup>3</sup>

## RMU DM Prevalence Community Survey

### Community Based UC Covered

- UC -3, 8, 10, 11, 33, 35
- commercial market S.Town .

**Total people interviewed 1900.**

Diseases	Prevalence
Family History of DM	55%
HTN	40%
Obesity	25%
IHD	18%
Stroke	10%

Reference: RMU Survey Team

3<sup>rd</sup> May 2025

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## Hospital Based Survey (HFH & BBH)

Total Participants: 5013

Diseases	Numbers	Prevalence
Diabetes Mellitus	2556	50.98%
Hypertension	1020	20.34%
Ischemic Heart Disease (IHD)	342	6.82%
Stroke	167	3.33%

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## Predicted Disease Burden- Rwp City

Total Population	24 Lac
Population - 25-70 yr	18 lac
Predicted Diabetic Population	6 lac (30%)
Predicted Pre Diabetic Population	3 lac (15%)

Disease	Numbers	Prevalence
Diabetics	6 lac	30%
Diabetes with HTN	3 lac	50% of 30%
Diabetes with Stroke	9000	1.5% of 30%
Diabetes with IHD	108000	18% of 30%
Fatty Liver	150000	25% of 30%

- Pts who are diabetic after 15 years(2040) can lead to:

Disease	Numbers	Prevalence
Renal Failure	1,80,000	30%
Stroke	60,000	10%
Diabetic Retinopathies	1,80,000	30%
IHD	1,20,000	20%

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## Estimated Treatment Cost of DM

### Financial Cost

#### Cost of treatment without complications

No. of Tablet (per day)	Cost (per month)	Lab test (per month)	Combined cost (per month)
1	Rs. 2000	Rs.1000	Rs. 3000
2	Rs. 3000	Rs. 1000	Rs. 4000

#### Cost of treatment with complications

1 Dialysis Machine	Rs 20 lac
1 Dialysis Session	Rs. 5000
Retinopathy equipment	Rs. 2.5 Crore
Retinopathy treatment with consultation	Rs. 5000
Catract Extraction	Rs. 20000

#### Time cost

DM without complications- 10 hours/ month

#### Preventive Cost

- One hundredth of the total cost

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## Predicted New Health Facility for Rawalpindi in next 10-15 years

- Estimated requirement of building new facilities to treat 6 lac diabetic patients.

Hospitals	No. required	Estimated Cost
RIC	2	Rs. 4 Billion/unit
RIUT	2	Rs. 10 Billion/unit
Eye Hospital	1	
Liver Hospital	1	

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## Strategic Planning Rwp City

Households 397,000

Rwp city Population 2.4 m

Potohar town 1.3 m

Rawal town 1.1 m

- UC- 46 (Health Facilities Rawal Town)

Health Facilities 11

NCD Clinics 11 (proposed)

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## Activities Completed

(24-28th April,25)

- Campaign duration - 4 days

- **Health Education**

IEC Material - Printed and Distributed 2000 houses

Patient Data Record Card printed 2000

HR engaged

Students 300

Polio Workers (LHVs) 60

- **Establishing NCD Clinics**

Site- Ready

HR - Available

Equipment- Available

Lab Tests: Blood Sugar- Lipid, ALT, HCV-

Budget & Source to be arranged.

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## Diabetes Awareness & Data Collection



Polio Workers  
RHC Khayaban e SirSyed  
24/04/25



VC RMU with DDHO  
RHC Khayaban e SirSyed  
24/04/25



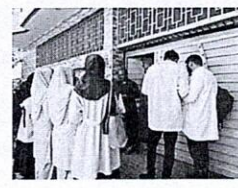
VC RMU briefing Polio workers  
RHC Khayaban e SirSyed  
24/04/25



RMU Students  
UC 36  
26/04/25



RMU Students  
Commercial Market  
03/05/25



RMU Students  
UC 16  
26/04/25

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## Community Health Education Material

راولپنڈی میڈیکل یونیورسٹی کیونٹی ہیلتھ پروگرام

ہمارا مشن۔ خوشحال، پختہ، صحت مند اور جگر کی دہلیز کے مارنے سے فری راولپنڈی شہر  
شوگر، بلڈ پریشر، دھات ایک، دماغ، مونا پے اور جگر کی چربی کے مارنے سے کیسے بچا جائے؟

بے کمائیں	بے کمائیں
پانی کا آنا (پھر کرنا ہوا)	سفید آنا، میدہ، نان
سرسوں کا تیل	ناساتی گھی، ریٹائنڈ تیل
گودرا (مونا)	سفید باستی چاول
گڑ، شکر	چینی، مشائیاں، میتھے مشروبات
اٹھائے، سبز یاں	سادہ دالیں

### آپکی صحت، ہماری ترجیح

- ❖ زیادہ پیچ یا زیادہ تعلیم؟
- ❖ زیادہ پیچ یا ماں کی صحت؟
- ❖ کم پیچ، خوشحال گھرانہ!
- پرہیز علاقے سے بہتر ہے!
- چینی کا استعمال نہ کریں۔
- سگریٹ نوشی نہ کریں۔
- وزن کم کریں۔
- پینے کے پانی کو کلورین ڈال کر یا بال کر صاف کریں!

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## Food Intervention

### 1<sup>st</sup> Food Intervention DHQ Hospital

- Done in DHQ as per SOP- 500 people daily from last 30 days → 500 people × 30 days = 15000 people should be fed per month.
- RMU cafeteria (NTB+OTB) for 15 days = 9000 people

Refined Flour → Braun Flour  
 Refined Oil → Mustard Oil  
 Meat → Egg



Awareness session conducted by VC RMU, Zamurad Khan  
 Founder Sweet Home & APPNA President



Food Distribution by  
 APPNA President

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## Food Intervention

- At RMU Hostels (Girls & Boys) 700 students/day
- Hospital canteens for estimated 1000 attendants/day.
- Langar Khana at different sites in Rawalpindi.

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## Implementation of RMU Sehat Program

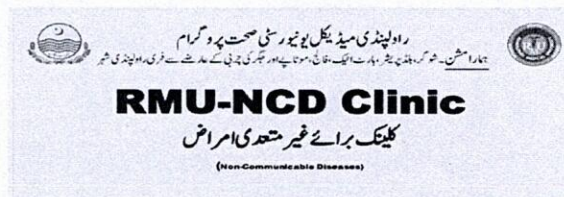
- 4 Clinics on Thursday 22-5-2025

Areas covered	UC
Khayaban e Sir Syed	10,11
Sirajia Masjid	15,16
Amar Pura	32
Commercial market	

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## Implementation

- Logistics
  - Existing HR will be used
  - Preventive Material Printed
  - Patient exam Clinic
  - Door to Door Campaign
  - Display of NCD boards



Proposed RMU NCD Clinic

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## Implementation

### Program Overall In charge

Prof. Dr. Muhammad Umar (VC RMU)  
Dr. Farrah Pervaiz

### Program Secretariate

Dr. Azhar Mehmood  
Mr. Amir Afzal

### Program Coordinators

Prof. Dr. Rozina  
Dr. Mehwish  
Dr. Asif Maqsood  
Dr. Omaira

### Program Supervisory team

Dr. M. Ali  
Dr. Farhan  
Dr. Farzana Zafar  
Mr. Irshad

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## Financial Impact

Diagnostic Test	Cost (PKR)
Hb	400
Blood Sugar	500
Lipid profile	1500
Ultrasound (USG)	200
Hepatitis B & C	1000
HbA1c	1500
Total Cost per patients	5100

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## Sustainability

- 50% subsidized
- Consultation will be free of cost
- Awareness will be free of cost
- Referral to the tertiary care will be facilitated

19

## Outcomes

(3 months monitoring outcomes)

- Increased early detection rates of DM
- Increased treatment compliance and adherence
- Decrease in expenditure (increased access to free medicines)
- Integration of NCD services into UHC package.

20



## RIPR

### Rawalpindi Institute of Preventive Care & Research

- Space- Available
- Equipment- Available
- HR- Will be provided from RMU & Allied Hospitals.
- Budget & Source to be arranged.

21

### LOCATION

- Situated within the Red Crescent building





**Aim**

To institutionalize comprehensive and integrated NCD prevention and control particularly diabetes within the Primary Health Care system of District Rawalpindi, ensuring quality services.

**NCD-FRAME**  
**National Collaborative Design**  
**for Field Research, Action,**  
**Monitoring & Evaluation**



## Vision

To become a national center of excellence for research in urban preventive health, generating evidence that informs integrated service delivery and health system transformation in alignment with RMU's health research priorities.

25

## Core Principles

- **Equity and Inclusivity:** Prioritize underserved urban and peri-urban populations.
- **Interdisciplinary Collaboration:** Link clinical, behavioral, epidemiological, and implementation science.
- **Community-Centered Innovation:** Co-create interventions with local communities.
- **Data-Driven Policy Influence:** Emphasize real-time data for decision-making and advocacy.

26



## Thematic Research Pillars

Pillar	Focus Area	Sample Research Questions
A. NCD Prevention & Control	Diabetes, hypertension, stroke, cardiovascular diseases	What models of lifestyle modification are effective in low-resource urban settings? What are barriers to medication adherence?
B. Digital Health & Registries	mHealth, electronic NCD registries	How effective is a digital NCD registry in improving follow-up and continuity of care?
C. Integrated Primary Care	Family planning, hepatitis, and NCD services	How can FP and hepatitis services be efficiently integrated with NCD care in BHUs?
D. Health Promotion & Risk Communication	Behavior change strategies, community awareness	What are culturally appropriate messages to reduce tobacco, sugar, and salt intake?
E. Workforce Capacity & Health Systems Research	Municipal dispensary staff LHWs, nurses	What are the training needs of frontline workers to deliver NCD services effectively?

27

## Research Methodologies

- **Mixed-Methods Studies:** Sequential and concurrent designs for health behavior and systems research. (Undergrad Research)
- **Operational & Implementation Research:** Evaluate roll-out and effectiveness of screening, referral, and education programs. (Postgraduate Research)
- **Surveillance & Monitoring:** Establish and utilize district-wide NCD and FP registries. (Postgraduate Research)
- **Quasi-Experimental Designs:** Test innovations like peer-led wellness models or digital adherence tools. (Postgraduate Research, ORIC Projects)
- **Policy Research & Economic Evaluation:** Analyze cost-effectiveness of service delivery models. (Postgraduate Research)
- **Clinical Trials:** To evaluate the effectiveness of interventions (RMU-CTU)

28



## Capacity-Building Strategy

- **Training of Trainers (ToTs) – Bi-Annual Cycles**
- Bi-annual ToTs will be conducted for **RMU faculty, residents and district health managers** focusing on:
  - Applied research methodology
  - Implementation science
  - Monitoring and evaluation (M&E)
  - Scientific writing and grant development
  - These sessions will be embedded into **RMU's CPD-certified training calendar**, ensuring recognition and academic value for Trainers.

29

## Partnerships & Governance

- **Local:** Rawalpindi District Health Office, BHUs/RHCs, LHW Program
- **Academic:** Rawalpindi Medical University (RMU), other universities, Provincial health Department DRAP, NIH, MoNHSR&C
- **Global:** WHO EMRO, World Diabetes Foundation, NCD Alliance
- A dedicated **Research Advisory Board** co-chaired by RMU and RIPR leadership can oversee quality assurance, ethics, and alignment with national and provincial health strategies.

30



## Monitoring, Dissemination, and Impact

- Annual Research Conference RMU.
- RMU Journals ( JRMU,SJRMU,RJRMU,JHCC )
- Policy Briefs and Rapid Evidence Syntheses targeting DHOs, Ministry of Health, and donors.

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## Initial 3-Year Research Agenda (2025–2028)

Year	Priority Areas	Output
2025	Baseline surveys, Registry development, Community Knowledge Assessment	Situation Analysis Report, NCD Burden Mapping
2026	Pilot of lifestyle interventions, digital registry	Implementation Study Reports
2027	Evaluation of integration (NCD + FP + Hepatitis), scale-up research	Policy Briefs, Peer-Reviewed Publications

32



## Take Home Message

- Diabetes free Rawalpindi

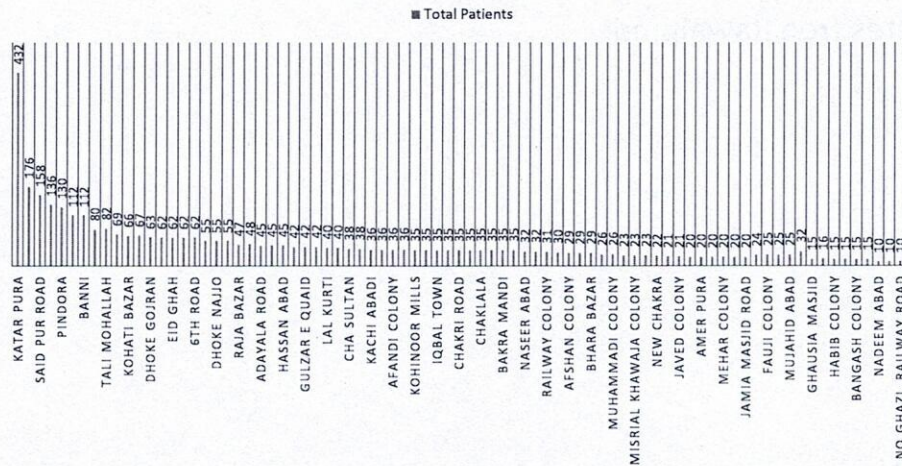
33

## Annexures



## Data from HFH

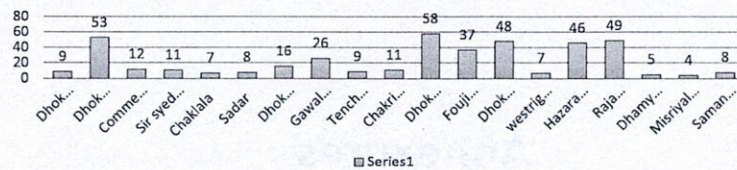
HFH DATA



35

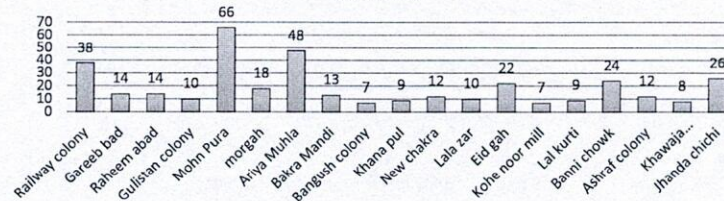
## RTH Data

RTH Data



Series1

RTH Data



Series1

36



## Policy Decisions

### Policy at Educational Institutions

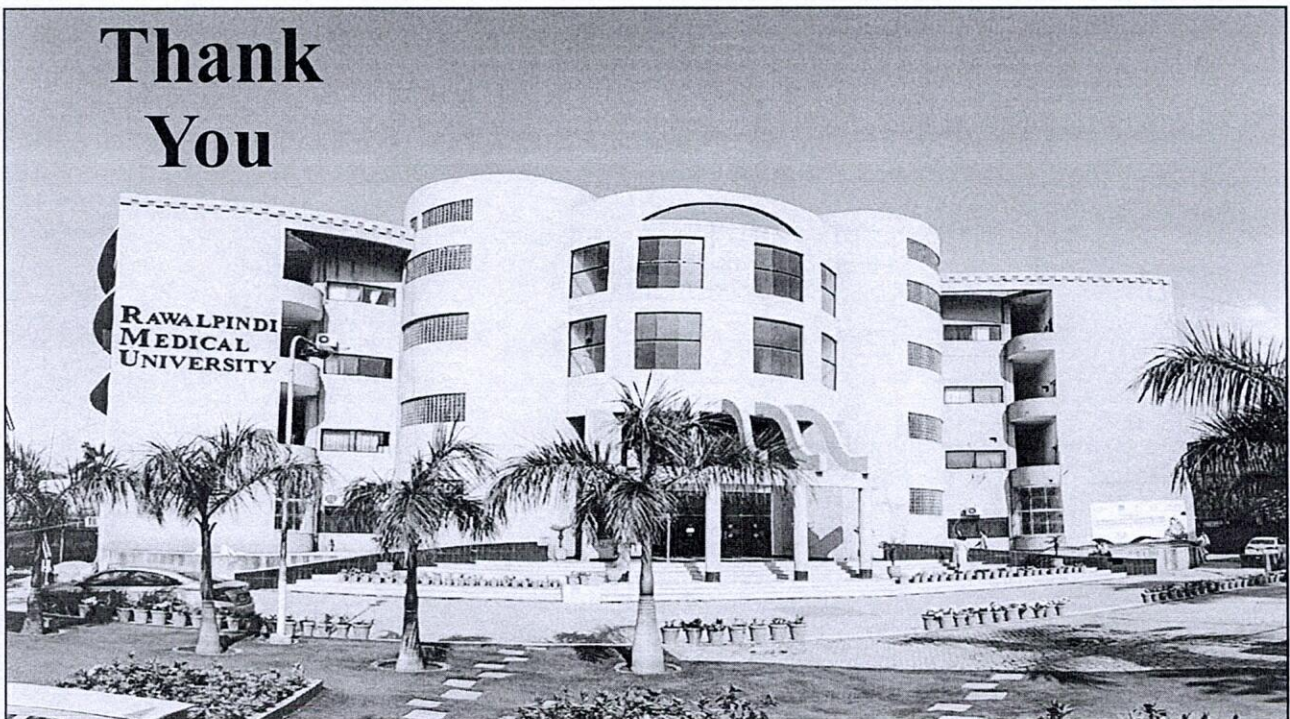
- University's Curriculum for healthy life & prevention- Implemented in RMU

### Food Intervention Policy

- All Govt food assistance - as per Healthy Diet SOPS.
- Subsidy on Mustard Oil, Brown sugar, Brown Rice, Braun Flour & Eggs.
- Refined Flour 10 kg- 1000 -Braun Flour- 1200 .
- Refined Oil Liter- 550 - Mustard Oil- 650
- Establishment of Institute of Preventive Health Sciences & Research- Space available- Red Crescent.
- PC-1 - Under Process.

37

# Thank You





## National Burden

- Pakistan is a lower-middle-income country (LMIC), where 33 million people are living with DM, with the highest comparative prevalence of 30.8% in 2021.

(Source: Arshad et al.,2024).  
<https://doi.org/10.3390/healthcare12181826>

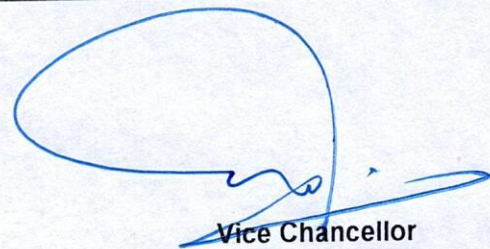
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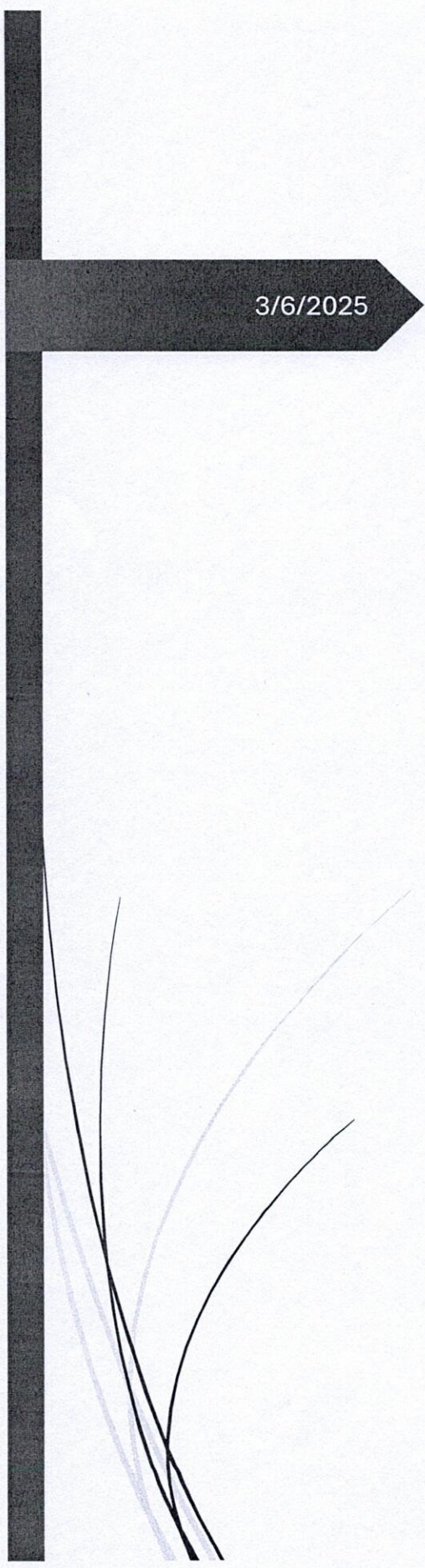
Agenda Item No. **16**

### WORKING PAPER

Component to which agenda belongs	Rawalpindi Medical University
<b>Justification/ Detail of Case</b>	<p><b>APPROVAL TO START HUB AND SPOKE PROGRAM AT RMU WITH HEALTH &amp; POPULATION DEPARTMENT (FORMER PSHD), GOVT. OF THE PUNJAB.:</b></p> <p>Rawalpindi Medical University is very keen to uplift the health standard of the community. For this vision emphasizes a life-course, people-centered and multidisciplinary approach that fosters prevention, early detection and effective long term management, aligned with RMU and National Guidelines with the following objectives: -</p> <ol style="list-style-type: none"> <li>1. Implement community-based lifestyle programs</li> <li>2. Integrate health education on NCD prevention, Family Planning and Hepatitis B &amp; C</li> <li>3. Standardize screening services</li> <li>4. Develop an electronic registry</li> <li>5. Strengthen integrated care.</li> </ol> <p>The university shall provide HUB to the District Health Authority, Rawalpindi and all the health providers</p>
<b>Action required:</b>	Syndicate, RMU is requested to kindly formally accord approval of this public service activity
<b>Relevant Rules &amp;</b>	Rawalpindi Medical University Act, 2017 (XVI of 2017)

  
**Vice Chancellor**  
 Rawalpindi Medical University  
 Rawalpindi





3/6/2025

# Hub and Spoke Model for General Practitioner Training: A Report on RMU's Capacity Building Initiative

Dr Mehwish Riaz  
Assistant Professor, Community Medicine  
Dr Omaina Asif  
Additional Director DME



## 1. Background and Rationale

General Practitioners (GPs) form the backbone of primary healthcare in Pakistan. However, a structured, evidence-based training system for in-service GPs is lacking. To address this, Rawalpindi Medical University (RMU) launched the **Hub and Spoke Program**—a collaborative, decentralized training model to build GP capacity through academic linkages between RMU (hub) and healthcare facilities and practitioners in peripheral areas (spokes).

The healthcare landscape in Rawalpindi District faces significant challenges, particularly in the delivery of comprehensive and timely medical services in peripheral healthcare facilities. These challenges include a shortage of trained family physicians, inadequate diagnostic imaging equipment, and limited access to specialized medical consultations. These deficiencies lead to delayed diagnoses, increased patient loads at tertiary care centers, and suboptimal healthcare delivery in remote regions.

### **RMU Pledge to Transform Healthcare:**

Rawalpindi Medical University (RMU) is steadfast in its commitment to community service, recognizing the critical role healthcare institutions play in enhancing the wellbeing of society. The university's extensive community outreach programs demonstrate this dedication, with faculty, students, and alumni consistently at the forefront of healthcare delivery across the region. Through its innovative Hub-and-Spoke model, RMU extends quality medical services and expertise to neighboring underdeveloped areas, addressing healthcare disparities and fostering a robust medical network.

## 2. Objectives

- To enhance the knowledge and practical skills of GPs in managing common communicable and non-communicable diseases.
- To build sustainable capacity in peripheral healthcare settings through targeted virtual and in-person training.

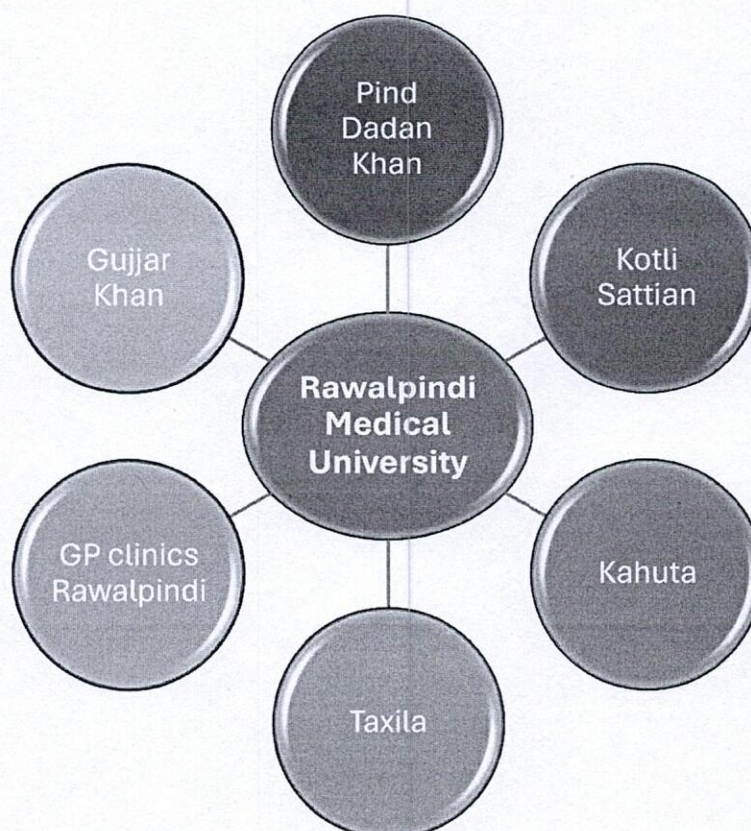


- To ensure evidence-based practice among GPs through continuous professional development.
- To strengthen health system linkages between tertiary care centers and community-based facilities

### 3. Program Design

#### 3.1. Hub and Spokes

- **Hub:** Rawalpindi Medical University and affiliated teaching hospitals.
- **Spokes:** THQ Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian, THQ Murree, THQ Taxila and a network of General Physicians in Rawalpindi.





### 3.2. Implementation Mechanism

#### 1. Setup and Coordination

##### 1.1. Stakeholders and Resources Identified:

- **Stakeholders:**

Doctors from peripheries & General physicians of Rawalpindi.

RMU Hub and Spokes program team.

- **Resources:**

- o WhatsApp Groups.
- o Phones and communication devices.
- o Lecture content (Details Attached).

##### 1.2. WhatsApp Groups Created:

- Action: Whatsapp group has been created
- Group Features:
  - o Program updates & lecture schedules are shared.

#### 2. Communication & Scheduling

##### 2.1. Initial Welcome Message:

- Action: Once the WhatsApp group was created, an introductory message was sent.
  - o Brief introduction to the RMU Hub and Spokes program was given.
  - o Purpose of the group (communication and lecture updates).

#### 3. Lecture Delivery Plan

##### 3.1. Set up Lecture Schedule

- Action: Lecture schedule is made and shared in the group
  - o Lectures will be delivered weekly.

##### 3.2. Share Lecture Details in WhatsApp Groups

- Action:
  - o Prior to each lecture, the following information will be posted:
    - ☐ Date and time of the lecture.
    - ☐ Topic or title of the lecture.
    - ☐ Speaker's name



- ☐ Any preparatory reading or material to review.
- ☐ Zoom/meeting link or dial-in number if it's an online session.

#### 4. Training Schedule and Thematic Areas

Training modules were developed including communicable diseases, noncommunicable diseases, Maternal and child health, occupational and environmental care, preventive geriatric services, life style medicine and adolescent health. Glimpse of two thematic Schedule is attached



OFFICE OF THE VICE CHANCELLOR  
RAWALPINDI MEDICAL UNIVERSITY  
RAWALPINDI.  
Ph.051-9290360, 051-9330060  
Fax No.051-9290519, 051-9330062  
No. 7-31 1884 /RMU, Dated: 18-4-2025

To,  
Heads of Community Medicine and Family Medicine Departments,  
Rawalpindi Medical University,  
Rawalpindi

Subject: Training Schedule of Doctors training under Hub and Spoke model of RMU

S. No	Date	Topic	Facilitator
<b>Theme 1: Non-Communicable Disease (NCD) Prevention</b>			
01	28-2-2025	Prevention of Hypertension in Primary Care	Dr Sana Bilal (Associate Prof Community Medicine)
02	7-3-2025	Obesity and Metabolic Syndrome Prevention (Healthy lifestyle interventions)	Dr Sadia (Associate Prof Family Medicine)
03	14-3-2025	Chronic Kidney Disease (CKD) Prevention & Early Detection	Dr Neelum (Family Medicine)
04	21-3-2025	Cancer Screening and Early Detection (Breast, Cervical, and Oral Cancer)	Dr Khola Noreen (Associate Prof Community Medicine)
05	11-4-2025	Mental Health Promotion and Suicide Prevention Strategies	Dr Sadia (Associate Prof Family Medicine)
06	18-4-2025	Tobacco Cessation Counseling (Smoking, Betel Nut, Gutka)	Dr Neelum (Family Medicine)
07	25-4-2025	Prevention and management of Diabetes Mellitus in Primary Care	Dr Afifa Kulsoom (Assistant Prof Community Medicine)
<b>Theme 2: Communicable Disease Prevention</b>			
08	2-5-2025	Tuberculosis Prevention and Contact Tracing (Role of DOTS strategy in Pakistan)	Dr Sadia (Associate Prof Family Medicine)



09	9-5-2025	Dengue Fever Prevention (Vector control and early warning signs)	Dr Neelum (Family Medicine)
10	16-5-2025	Hepatitis B & C Prevention (Safe injection practices, vaccination, and screening)	Prof Rozina Shahadat Khan (HoD Community Medicine)
11	23-5-2025	Typhoid Prevention & the Role of Typhoid Conjugate Vaccine (TCV)	Dr Sadia (Associate Prof Family Medicine)
12	30-5-2025	Rabies & Dog Bite Management in Primary Care	Dr Neelum (Family Medicine)
13	6-6-2025	Prevention of helminthic infections	Dr Mehwish Riaz (Assistant Professor Community Medicine)
14	13-6-2025	Polio Eradication: GP's Role in Surveillance and Community Awareness	Dr Sadia (Associate Prof Family Medicine)
15	20-6-2025	Prevention of ARI	Dr Neelum (Family Medicine)
16	27-6-2025	Diarrheal diseases prevention & management	Dr Imrana Saeed (APWMO Community Medicine)
17	4-7-2025	Malaria prevention (Vector control and early warning signs)	Dr Sadia (Associate Prof Family Medicine)
18	11-7-2025	Management and prevention of gastroenteritis	Dr Neelum (Family Medicine)
19	18-7-2025	Prevention of antimicrobial resistance	Dr Narjis Zaidi (APWMO Community Medicine)
20	25-7-2025	Prevention of foodborne diseases	Dr Sadia (Associate Prof Family Medicine)

Copy for information to:

1. All concerned
2. VC office

Vice Chancellor  
Rawalpindi Medical University  
Rawalpindi



## 5. Pilot Session Overview

- **Date:** 28th February 2025
- **Topic:** Prevention of Hypertension
- **Facilitator:** Dr. Sana Bilal (Associate Professor, CM)
- **Format:** 20-minute lecture + 10-minute Q&A
- **Participants:** 13 GPs from Pind Dadan Khan & Kotli Sattian
- **Tools:**
  - Test run (27th Feb)
  - Zoom-based session
  - WhatsApp group creation
  - Google Form for feedback
  - Post-session MCQ test

## 6. Monitoring & Evaluation

### 6.1 Metrics Used

- Attendance and engagement tracking
- Pre- and post-tests to measure knowledge acquisition
- Session feedback via structured online forms
- Field visits and coordination with district health offices (DHO)

### 6.2 Key Observations

- High participation despite geographical dispersion.
- Test runs and WhatsApp group enhanced readiness and engagement.
- Feedback reflected satisfaction with session structure and content delivery.

## 7. Coordination Activities

- Briefing and collaboration with CEO Health and DHO Rawalpindi.
- Presentations conducted by RMU faculty to field-level stakeholders.



- Strengthening referral pathways between GPs and hub hospitals.

## **8. Strengths and Limitations**

### **Strengths**

- Blended learning model with digital adaptability.
- High-level faculty involvement.
- Real-time communication and feedback mechanisms.

### **Limitations**

- Inconsistent digital access in remote spokes.
- Need for incentivization mechanisms for GP engagement.
- Initial resistance to academic monitoring in peripheral setups.
- Methods to increase participants attendance

## **9. Recommendations**

- Scale the model to include more districts
- Integrate with Pakistan Medical & Dental Council (PMDC) for CPD accreditation.
- Develop an e-portal for training resources, session recordings, and participant dashboards.
- Conduct outcome studies linking training to changes in clinical practices and patient outcomes.

## **10. Conclusion**

The Hub and Spoke model by RMU provides a strategic, scalable platform for upgrading GP capacity across Punjab. It bridges academic institutions and field-based practitioners, offering structured training and system-wide integration for improved healthcare delivery at the primary level.



## Annexures

- Annexure A: Weekly Report
- Annexure B: feedback form
- Annexure C: Participants list



## Annexure A

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pindadankhan , THQ Kotli Sattian & General Physicians of Rawalpindi.

**Date:** 27th February – 28th February 2025

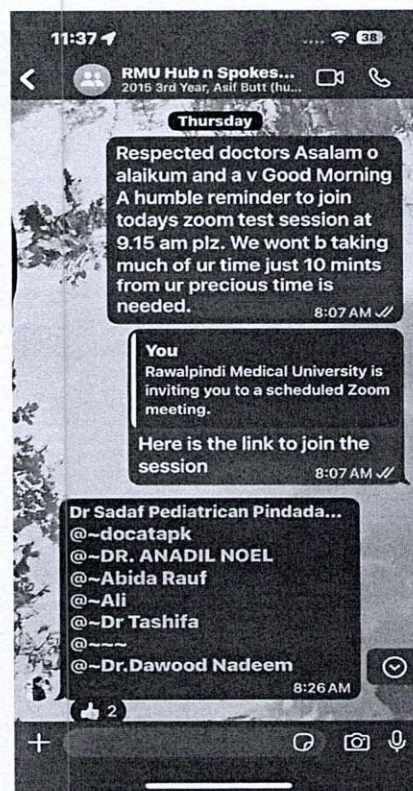
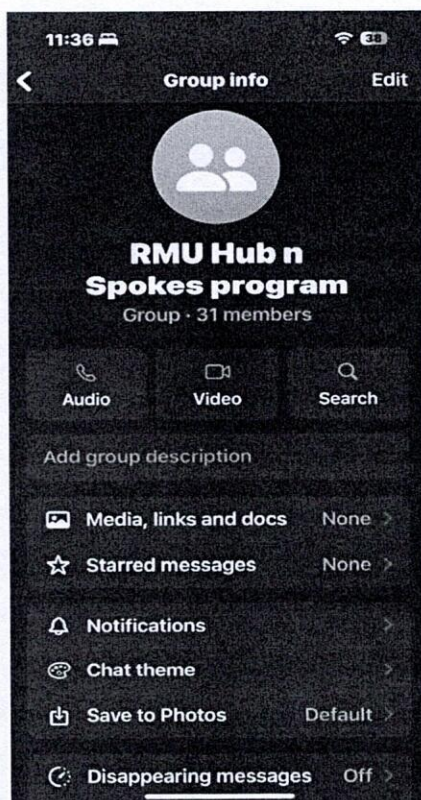
### Program Activities and Updates:

#### Introduction:

The Hub and Spokes Program at RMU aims to enhance medical education and awareness through virtual sessions. This weekly report provides an overview of activities conducted, including preparatory measures, session execution, and participant engagement. The session focused on the prevention of hypertension, ensuring smooth communication and interaction among participants. Feedback and assessment were conducted to evaluate the session's effectiveness.

#### 1. WhatsApp Group Creation:

To facilitate communication and coordination, a dedicated WhatsApp group was created for participants of the Hub and Spokes Program.



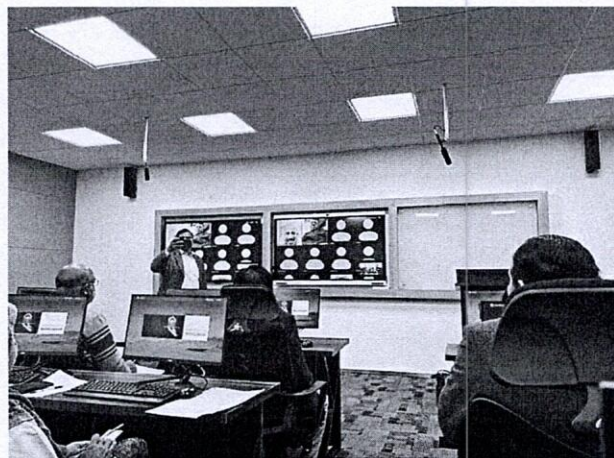


**Test Run for Session:**

A test run was conducted on Thursday, 27th February 2025, at 9:15 AM via Zoom to ensure a hassle-free and glitch-free session on Friday.

A total of 15 participants attended this introductory session.

The Zoom link for Friday's session was shared with participants.

**Session on Prevention of Hypertension:**

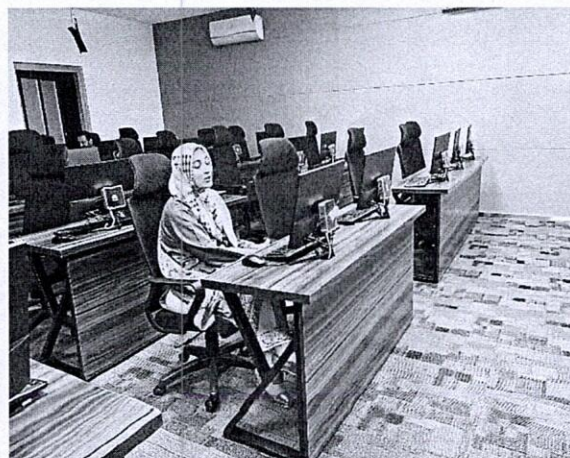
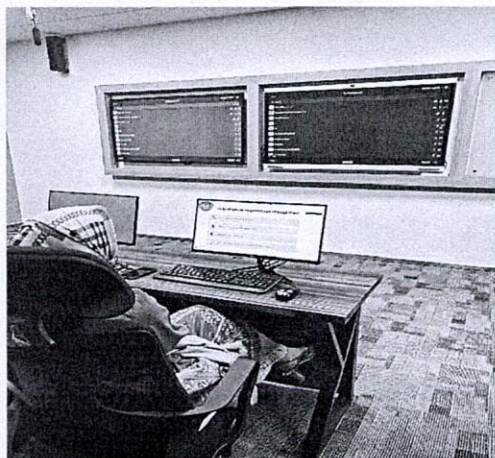
The session was scheduled for Friday, 28th February 2025, at 9:00 AM.

Reminders were sent three times to maximize participation.

The session was conducted by Dr. Sana Bilal, Associate Professor of Community Medicine.

The session lasted 20 minutes, followed by a 10-minute Q&A session.

A total of 13 participants joined the session from Pind Dadan Khan and Kotli Sattian.





### Participation and Feedback:

The Worthy Vice Chancellor extended thanks to all participants and gathered feedback on the session.

A feedback evaluation form was shared via Google Drive (attached as annexure).

[https://docs.google.com/forms/d/e/1FAIpQLSdGi0AgOQp8Do-sPZwjDd0XltDA\\_469RVsyepMqQ7Z4YvvpA/viewform?usp=header](https://docs.google.com/forms/d/e/1FAIpQLSdGi0AgOQp8Do-sPZwjDd0XltDA_469RVsyepMqQ7Z4YvvpA/viewform?usp=header)

A post-test was conducted to assess the knowledge gained by participants. (attached as annexure).

<https://forms.gle/ekNukXGcBWwaWfKA7>

### Visit to CEO and DHO Office, Rawalpindi:

A team from the RMU Hub, comprising Dr. Nasir Khan and Dr. Khola Noreen, visited the CEO and DHO offices in Rawalpindi.

They provided a comprehensive briefing to participants from THQs, BHUs, and RHCs regarding the Hub and Spokes initiative by Rawalpindi Medical University.

Additionally, Dr. Nasir and Dr. Khola delivered a 15-minute presentation outlining the program's objectives and implementation.



### Conclusion:

The session was successfully conducted, with effective participation and engagement from both hub and spoke locations. The WhatsApp group proved useful in communication, and the test run ensured a smooth experience. The feedback and post-test evaluation will be used for further improvements in future sessions.



## RMU Hub & Spokes Program

### Week 2

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pindadankhan , THQ Kotli Sattian ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian & General Physicians of Rawalpindi.

Date: 7<sup>th</sup> March 2025

Time :8:30-09:00 am

#### Program Activities and Updates:

**Activity Overview:** The event on "Obesity and Metabolic Syndrome Prevention" was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on 7<sup>th</sup> March 2025. The session aimed to raise awareness about obesity and metabolic syndrome, focusing on their prevention, management, and public health implications. The event brought together healthcare professionals, medical students, and community members to discuss evidence-based strategies for tackling these critical health issues.

#### Objectives:

1. To educate healthcare providers and the community about obesity and metabolic syndrome.
2. To highlight the role of lifestyle modifications in preventing metabolic disorders.
3. To implement the Hub and Spoke Model in outreach activities for public health education.
4. To foster collaboration between RMU and affiliated healthcare centers for managing obesity-related complications.

#### Session details:

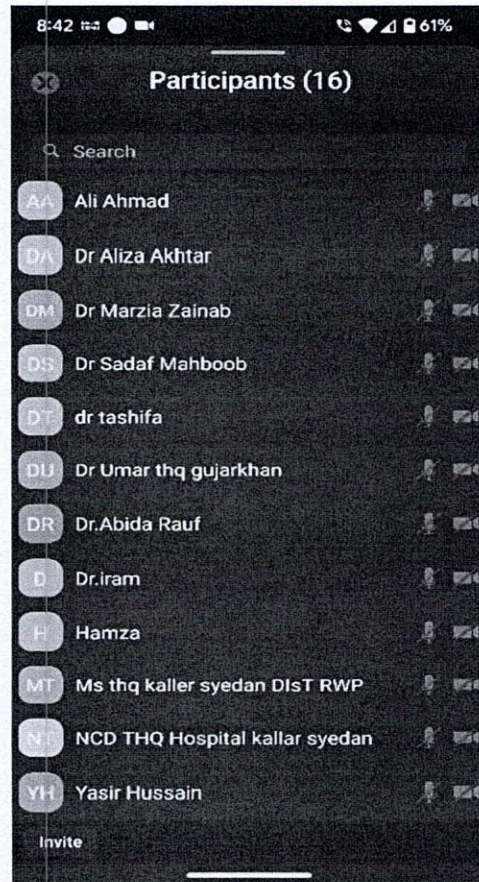
Reminders were sent **three times** to maximize participation.

The session was conducted by **Dr. Sadia Azam, Associate Professor of Family Medicine.**

The session lasted **20 minutes**, followed by a **10-minute Q&A session.**

A total of **12 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Gujjar Khan and Kotli Sattian.**





## Participation

12 participants attended the session.

A **feedback evaluation form** was shared via Google Drive.

<https://forms.gle/Jt4E934XGcs6b4vU7>

A **post-test** was conducted to assess the knowledge gained by participants.

[https://docs.google.com/forms/d/e/1FAIpQLSdJU96LxDTjlh-haeuHkR-aoMWpMs0-KksWLSC0CVo\\_Dba7Ng/viewform?usp=header](https://docs.google.com/forms/d/e/1FAIpQLSdJU96LxDTjlh-haeuHkR-aoMWpMs0-KksWLSC0CVo_Dba7Ng/viewform?usp=header)



**Conclusion:**

The session was successfully conducted, with effective participation and engagement from both hub and spoke locations. The feedback and post-test evaluation will be used for further improvements in future sessions.



## RMU Hub & Spokes Program

### Week 3

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pindadankhan , THQ Kotli Sattian ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian & General Physicians of Rawalpindi.

Date: 14<sup>th</sup> March 2025

Time :8:30-09:00 am

#### Program Activities and Updates:

**Activity Overview:** The event on "CKD prevention and early detection " was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on 14<sup>th</sup> March 2025. The session aimed to facilitate knowledge dissemination from a central expert panel (Hub) to various regional medical and allied health institutions (Spokes), enabling uniform capacity building and awareness.

#### Objectives:

- To educate healthcare professionals and students on the epidemiology, risk factors, and preventive strategies for CKD.
- To promote early detection and community-based interventions.
- To create a sustainable communication network between central institutions (Hub) and peripheral centers (Spokes).

#### Session details:

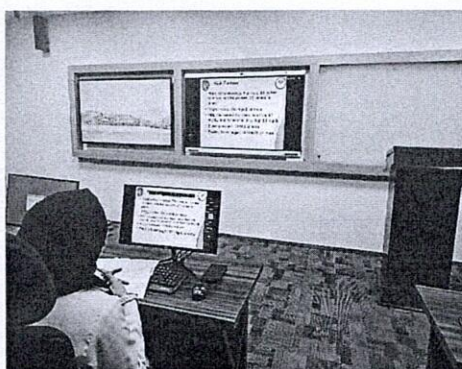
Reminders were sent **three times** to maximize participation.

The session was conducted by **Dr. Neelum Ali , Family Medicine Specialist.**

The session lasted **20 minutes**, followed by a **10-minute Q&A session.**

A total of **12 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Gujjar Khan and Kotli Sattian.**





## Participation

12 participants attended the session.

A **feedback evaluation form** was shared via Google Drive.

<https://forms.gle/Jt4E934XGcs6b4vU7>

## Conclusion:

The session was successfully conducted, with effective participation and engagement from both hub and spoke locations. The feedback and post-test evaluation will be used for further improvements in future sessions.





## RMU Hub & Spokes Program

### Week 4

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.

Date: 21<sup>st</sup> March 2025

Time: 8:30-09:00 am

#### Program Activities and Updates:

**Activity Overview:** The event on "Cancer Screening and Early Detection (Breast, Cervical cancer) " was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on 21<sup>st</sup> March 2025. The Cancer Screening and Early Detection Program was conducted to raise awareness about breast and cervical cancer, emphasizing the importance of early detection, regular screenings, and preventive measures. The event aimed to educate healthcare providers on screening guidelines, self-examination techniques, and the role of HPV vaccination.

#### Objectives:

- To educate participants on the risk factors, symptoms, and prevention of breast and cervical cancer.
- To promote early detection through self-examinations, mammography, and Pap smears.
- To provide free or subsidized cancer screening services to eligible participants.
- To train healthcare providers on effective counseling and screening methods.
- To encourage HPV vaccination for cervical cancer prevention.

#### Session details:

Reminders were sent **three times** to maximize participation.

The session was conducted by **Dr. Khola Noreen, Associate Professor of Community Medicine.**

The session lasted **20 minutes**, followed by a **10-minute Q&A session.**

A total of **15 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**



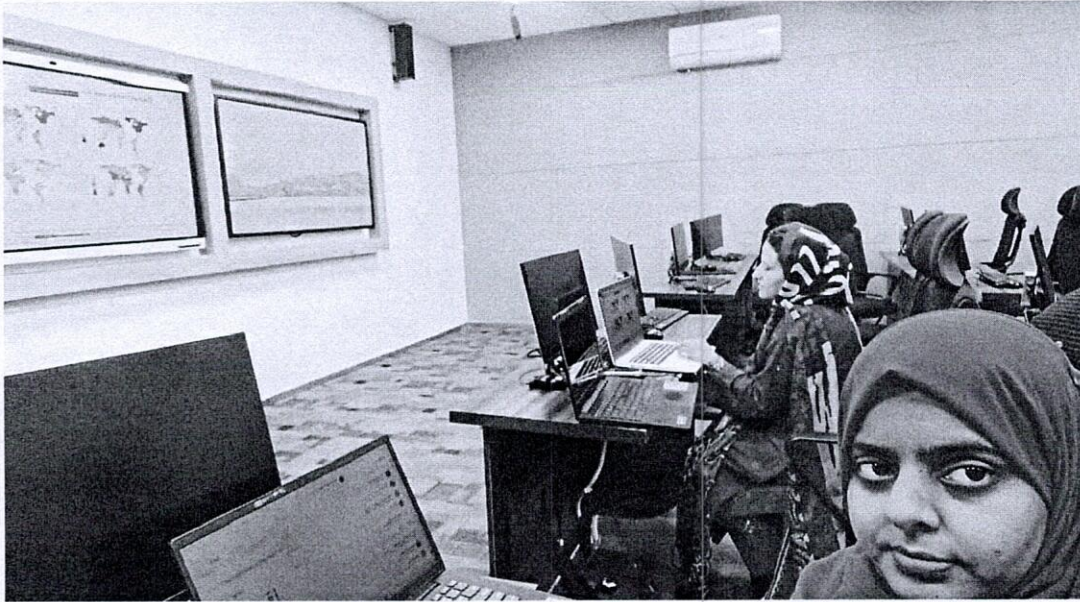
**Participants (15)**  

Q Find a participant

<b>D</b>	Mehwish Riaz (Me)	 
<b>D</b>	DELL	 
<b>A</b>	Ali	 
<b>AA</b>	Ali Ahmad	 
<b>DA</b>	Dr Aliza Akhtar	 
<b>DB</b>	Dr Bano	 
<b>DH</b>	Dr hamna	 
<b>DJ</b>	Dr jahanzaib Bhutta Kotli sattian	 
<b>DM</b>	Dr Marzia Zainab	 
<b>DS</b>	Dr Sadaf Mahboob	 
<b>DS</b>	Dr sidra	 
<b>DR</b>	Dr.Abida Rauf	 
<b>D</b>	Dr.iram	 
<b>FS</b>	Farzana saleem	 
<b>سحرش</b>	سحرش	 









## **RMU Hub & Spokes Program**

### **Week 5**

**Hub: Rawalpindi Medical University**

**Spokes: THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.**

**Date: 11<sup>th</sup> April ,2025**

**Time: 8:30-09:00 am**

#### **Program Activities and Updates:**

**Activity Overview:** The activity on "Mental health promotion and suicide prevention strategies" was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **11<sup>th</sup> April 2025**. The activity was conducted to build capacity in recognizing, addressing, and preventing mental health issues and suicidal behaviors. This aligns with WHO's Comprehensive Mental Health Action Plan 2013–2030, particularly the goal to reduce suicide rates by one-third.

#### **Objectives:**

- To enhance awareness about mental health and reduce stigma associated with mental illness.
- To educate healthcare providers and students on the early signs of psychological distress and suicidal ideation.
- To build skills for early intervention, counseling, and appropriate referral.
- To discuss strategies for integrating mental health promotion in primary care settings.
- To advocate for evidence-based suicide prevention policies.

#### **Session details:**

The session was conducted by **Dr. Sadia Azam Khan , Associate Professor of Family Medicine.**

The session lasted **20 minutes**, followed by a **10-minute Q&A session**.

A total of **13 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**



**Participation and Feedback:**

13 participants attended the session

**Conclusion:**

The event successfully raised awareness, enhanced knowledge, and fostered commitment toward mental health promotion and suicide prevention. Continued efforts are required to sustain momentum through policy, education, and system-level integration.



## **RMU Hub & Spokes Program**

### **Week 6**

**Hub: Rawalpindi Medical University**

**Spokes: THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.**

**Date: 18<sup>th</sup> April ,2025**

**Time: 8:30-09:00 am**

#### **Program Activities and Updates:**

**Activity Overview:** The activity on "Tobacco cessation and counselling " was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **18<sup>th</sup> April 2025**. The activity was conducted to build capacity in recognizing, addressing, and preventing mental health issues and suicidal behaviors. This aligns with WHO's Comprehensive Mental Health Action Plan 2013–2030, particularly the goal to reduce suicide rates by one-third.

#### **Objectives:**

- To enhance awareness about mental health and reduce stigma associated with mental illness.
- To educate healthcare providers and students on the early signs of psychological distress and suicidal ideation.
- To build skills for early intervention, counseling, and appropriate referral.
- To discuss strategies for integrating mental health promotion in primary care settings.
- To advocate for evidence-based suicide prevention policies.

#### **Session details:**

The session was conducted by **Dr. Sadia Azam Khan , Associate Professor of Family Medicine.**

The session lasted **20 minutes**, followed by a **10-minute Q&A session**.

A total of **13 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**



**Participation and Feedback:**

- collected and properly recorded.
- 13 participants joined the session

**Conclusion:**

The event successfully raised awareness, enhanced knowledge, and fostered commitment toward mental health promotion and suicide prevention. Continued efforts are required to sustain momentum through policy, education, and system-level integration.



## RMU Hub & Spokes Program

### Week 7

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.

**Date:** 18<sup>th</sup> April ,2025

**Time:** 8:30-09:00 am

#### Program Activities and Updates:

**Activity Overview:** The activity on "Tobacco cessation and counselling " was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **18<sup>th</sup> April 2025**. This initiative aimed to equip doctors with the latest evidence-based tools and strategies to support tobacco cessation in their clinical practice..

#### Objectives:

- Enhance physicians' knowledge of tobacco dependence and its health implications.
- Introduce structured counselling techniques, including the 5 A's and 5 R's models.
- Familiarize doctors with pharmacological options such as NRT, bupropion, and varenicline.
- Encourage integration of cessation counselling into routine consultations.
- Share case studies and real-world approaches for managing tobacco-dependent patients.

#### Session details:

The session was conducted by **Dr. Neelum Ali , Consultant of Family Medicine.**

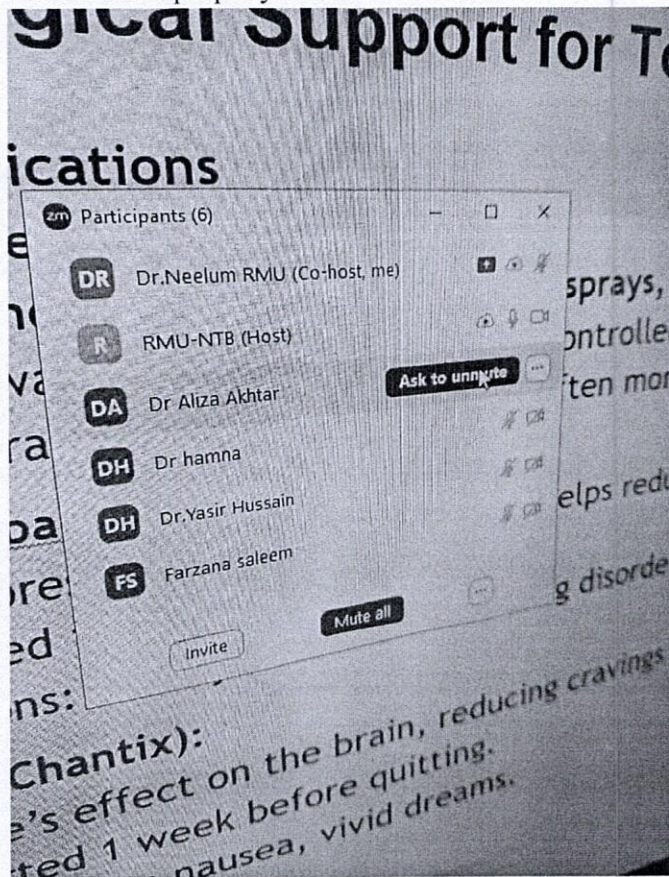
The session lasted **20 minutes**, followed by a **10-minute Q&A session**.

A total of **4 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**



### Participation and Feedback:

- collected and properly recorded.



### Conclusion:

The event successfully raised awareness, enhanced knowledge, and fostered commitment towards tobacco cessation. Continued efforts are required to sustain momentum through policy, education, and system-level integration.



## **RMU Hub & Spokes Program**

### **Week 7**

**Hub: Rawalpindi Medical University**

**Spokes: THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.**

**Date: 25<sup>th</sup> April ,2025**

**Time: 8:30-09:00 am**

#### **Program Activities and Updates:**

**Activity Overview:** The activity on "Prevention and management of diabetes in primary care" was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **25<sup>th</sup> April 2025**. The session aimed to enhance the capacity of primary care doctors to provide early detection, preventive care, and effective long-term management of diabetes.

#### **Objectives**

- To update primary care doctors on current trends and evidence-based practices in diabetes care.
- To emphasize the role of lifestyle intervention in the prevention of Type 2 Diabetes Mellitus (T2DM).
- To discuss practical strategies for managing diabetes in resource-limited settings.
- To promote early diagnosis, patient education, and individualized treatment plans.
- To share clinical algorithms and guidelines suited for use in primary care.

#### **Session details:**

The session was conducted by **Dr. Afifa Kulsoom** , Assistant Professor **Community Medicine**.

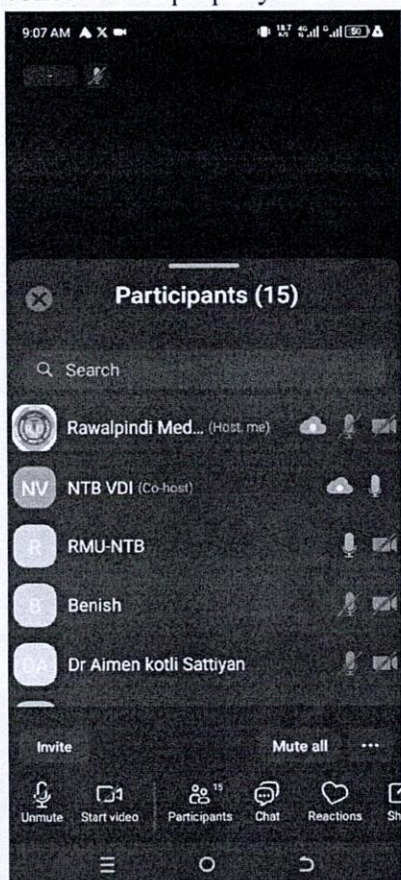
The session lasted **20 minutes**, followed by a **10-minute Q&A session**.

A total of **10 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**



### Participation and Feedback:

- collected and properly recorded.



### Conclusion:

The event successfully raised awareness, enhanced knowledge, and fostered commitment towards prevention and management of diabetes in primary care. Continued efforts are required to sustain momentum through policy, education, and system-level integration.



## RMU Hub & Spokes Program

### Week 8

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.

**Date:** 16<sup>th</sup> May ,2025

**Time:** 8:30-09:00 am

#### Program Activities and Updates:

##### Activity Overview:

Dengue fever is a mosquito-borne viral disease that poses a significant public health threat in tropical and subtropical regions, including Pakistan . Caused by the dengue virus (DENV), which is transmitted primarily by the *Aedes aegypti* mosquito, the disease manifests with high fever, severe headache, muscle and joint pain, and in severe cases, can lead to hemorrhagic manifestations and dengue shock syndrome.

With recurring outbreaks during monsoon and post-monsoon seasons, prevention strategies are crucial to reduce morbidity and mortality. The absence of a specific antiviral treatment underscores the importance of vector control, community awareness, and early diagnosis. Recognizing the urgent need for preventive measures at the grassroots level, : The activity on " Prevention of dengue " was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **16<sup>th</sup> May 2025**.

##### Objectives

- To educate participants on the transmission, symptoms, and complications of dengue.
- To promote awareness about mosquito breeding sources and control measures.
- To encourage community participation in dengue prevention campaigns.
- To train individuals in identifying and eliminating breeding sites.
- To advocate for early medical intervention in suspected dengue cases.

##### Session details:

The session was conducted by **Dr. Neelum Ali , Consultant Family Medicine**.

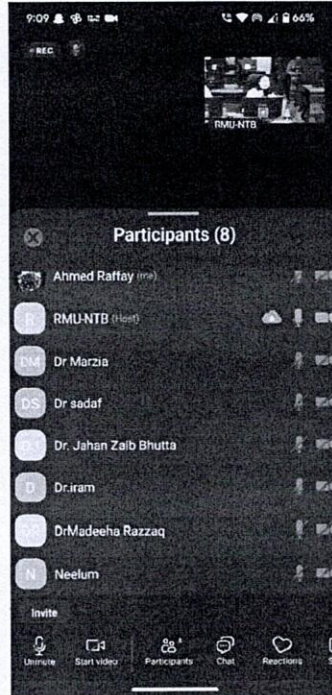
The session lasted **20 minutes**, followed by a **10-minute Q&A session**.

A total of **6 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**



**Participation and Feedback:**

- collected and properly recorded

**Conclusion:**

The event successfully raised awareness, enhanced knowledge, and fostered commitment towards prevention and management of degue in primary care. Continued efforts are required to sustain momentum through policy, education, and system-level integration.



## RMU Hub & Spokes Program

### Week 9

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.

**Date:** 23<sup>rd</sup> May ,2025

**Time:** 8:30-09:00 am

#### **Program Activities and Updates:**

**Activity Overview:** Tuberculosis (TB) continues to be one of Pakistan 's most pressing public health concerns. Caused by *Mycobacterium tuberculosis*, TB primarily affects the lungs and spreads through airborne transmission. Despite being preventable and curable, challenges such as stigma, delayed diagnosis, and treatment non-adherence hinder TB control efforts.

The Government of Pakistan has adopted the **DOTS (Directly Observed Treatment, Short-course)** strategy as the cornerstone of the National Tuberculosis Elimination Program (NTEP). To strengthen awareness and promote community involvement in TB control. The activity on "Prevention of TB, Role of DOTS" was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **23<sup>rd</sup> May 2025**. The session aimed to enhance the capacity of primary care doctors to provide early detection, preventive care, and effective long-term management of diabetes.

#### **Objectives**

- Raise awareness on TB symptoms, prevention, and transmission.
- Educate healthcare providers and community members on the DOTS strategy.
- Promote early diagnosis and adherence to treatment regimens.
- Encourage stigma reduction and community-based support.
- Strengthen coordination with local TB units and reporting systems.

#### **Session details:**

The session was conducted by **Dr. Sadia Khan** , Associate Professor Family Medicine.

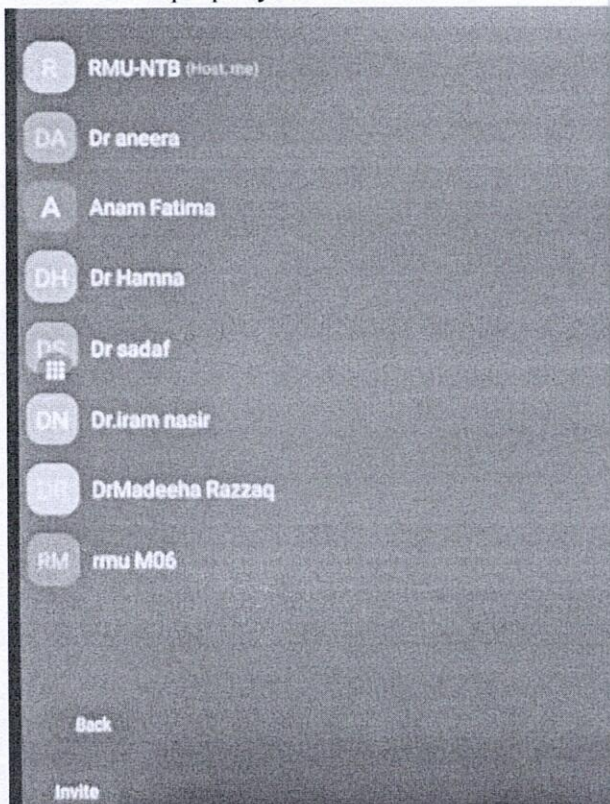
The session lasted **20 minutes**, followed by a **10-minute Q&A session**.



A total of 6 participants joined the session from Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila ,GPs of Rawalpindi

**Participation and Feedback:**

- collected and properly recorded.



**Conclusion:**

The event successfully raised awareness, enhanced knowledge, and fostered commitment towards prevention and management of TB in primary care. Continued efforts are required to sustain momentum through policy, education, and system-level integration.



## RMU Hub & Spokes Program

### Week 10

**Hub:** Rawalpindi Medical University

**Spokes:** THQ Pind Dadankhan ,THQ Gujjar Khan, THQ Kahuta, THQ Kotli Sattian, THQ Taxila & General Physicians of Rawalpindi.

**Date:** 30<sup>th</sup> May ,2025

**Time:** 8:30-09:00 am

#### Program Activities and Updates:

**Activity Overview:** Hepatitis B and C are serious viral infections that primarily affect the liver and can lead to chronic liver disease, cirrhosis, or hepatocellular carcinoma if left untreated. Globally, over 300 million people are living with chronic hepatitis B or C, often unaware of their condition. In India, both viruses remain significant public health concerns due to low awareness, underdiagnosis, and limited access to screening and vaccination.

Primary care providers are in a pivotal position to prevent, detect, and manage hepatitis infections. Early diagnosis, vaccination (for Hepatitis B), and linkage to care are essential components of viral hepatitis prevention. To strengthen the role of frontline healthcare providers in this effort, The activity on "Prevention of Hepatitis B and C in primary care" was successfully conducted under the Hub and Spoke Model of Rawalpindi Medical University (RMU) on **30<sup>th</sup> May 2025**. The session aimed to enhance the capacity of primary care doctors to provide early detection, preventive care, and effective long-term management of hepatitis B and C

#### Objectives

- To increase awareness about the transmission, symptoms, and consequences of Hepatitis B and C.
- To educate primary care providers on screening protocols, diagnostic tools, and risk factors.
- To highlight the importance of Hepatitis B vaccination and safe injection practices.
- To improve referral pathways for antiviral treatment and liver function monitoring.
- To promote integration of hepatitis services into routine primary care practice.

#### Session details:

The session was conducted by **Prof Dr. Rozina Shahadat Khan** , HOD & Professor Community Medicine.

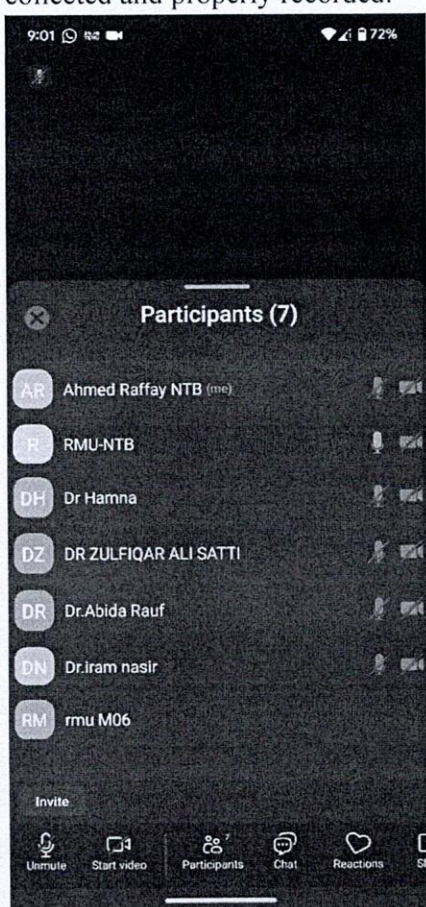


The session lasted **20 minutes**, followed by a **10-minute Q&A session**.

A total of **5 participants** joined the session from **Pind Dadan Khan, THQ Kahuta, THQ Kotli Sattian ,THQ Taxila**

### Participation and Feedback:

- collected and properly recorded.



### Conclusion:

The event successfully raised awareness, enhanced knowledge, and fostered commitment towards prevention and management of diabetes in primary care. Continued efforts are required to sustain momentum through policy, education, and system-level integration.

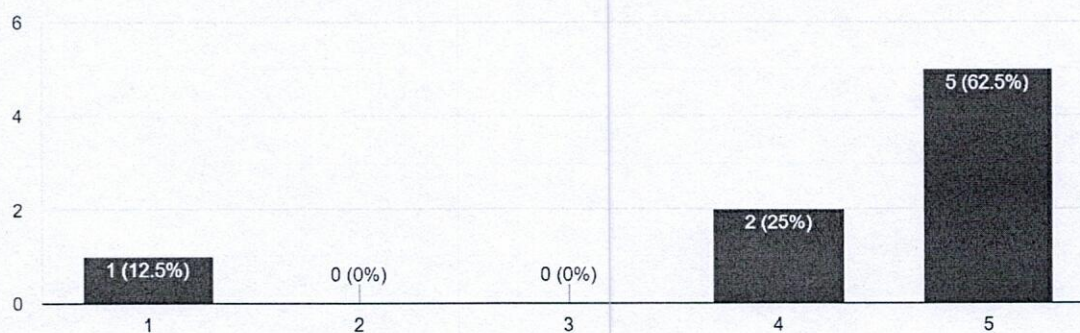


## Annexure B

### Session feedback

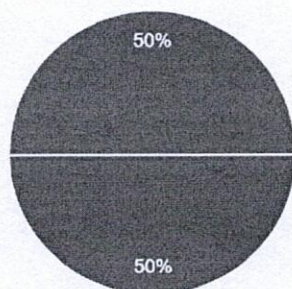
How would you rate the session overall?

8 responses



The content was relevant and useful

8 responses

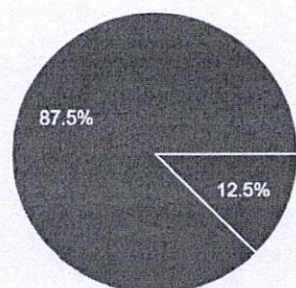


- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree



### Session met my learning expectations

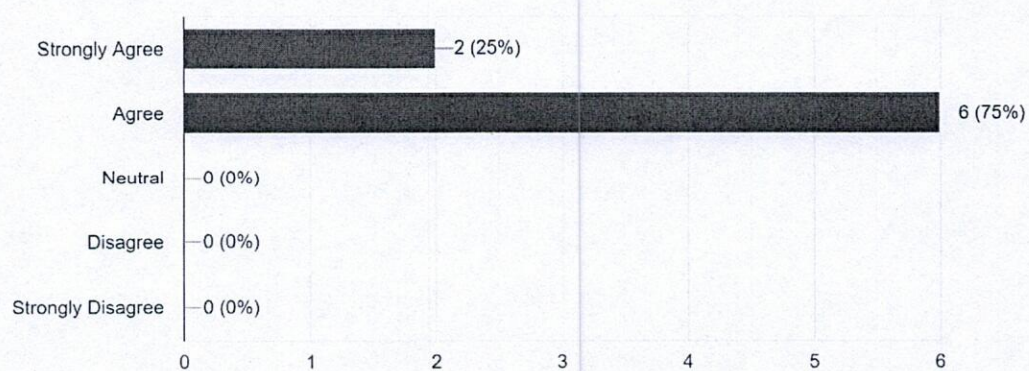
8 responses



- Option 1
- agree
- Neutral
- Disagree
- Strongly disagree

### The facilitator(s) explained the concepts clearly

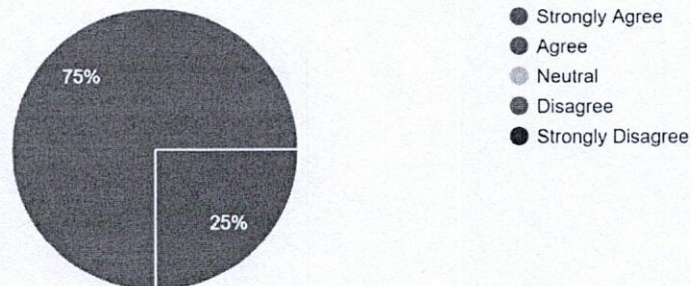
8 responses





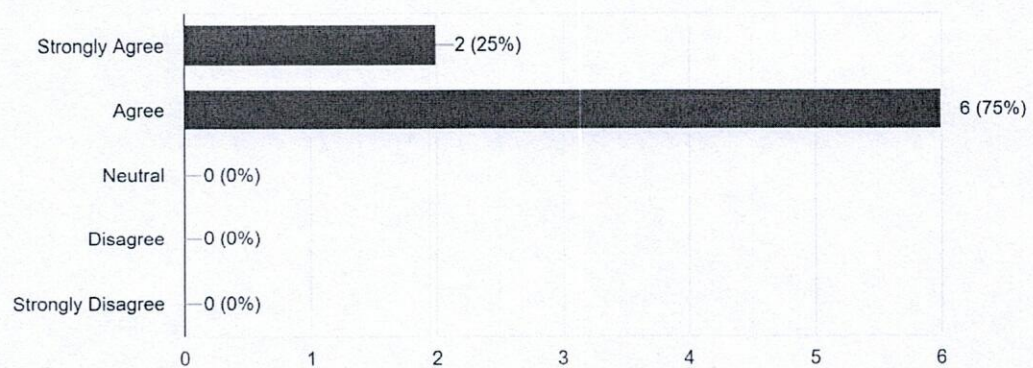
The facilitator encouraged participation and engagement.

8 responses



The session was well-organized and structured

8 responses



The session duration was appropriate

8 responses





What were the most valuable aspects of this session?

8 responses

Learning

Screening of hypertension , and counseling of patients about diet, and exercise

The session talked about the practical aspects of our issue

Patient Counselling

Preventive measures to screen and diagnose hypertension at primary care

HTn

Screening, counselling and blood pressure classification for labelling a patient hypertensive

What could be improved in future sessions?

8 responses

Nothing all ok

Explaining management of hypertension, , how to manage uncontrolled hypertension, emphasizing complications of uncontrolled hypertension and management of complications

Interactive quality of session

I believe it is crucial to include a segment on emergency treatment. Understanding how to manage emergencies at THQH can significantly enhance patient care in urgent situations

Diabetic

Management of hypertension should be included according to recent guidelines so that practical approach can be corrected as well



Any other feedback or suggestions?

8 responses

No

Explaining management of hypertension, , how to manage uncontrolled hypertension, emphasizing complications of uncontrolled hypertension and management of complications

Its a great initiative. The session was informative and beneficial for professionals. I suggest conducting a training in tertiary care hospital at the end of session, particularly in the emergency medicine department to bridge the gap between theory and practice regarding basic treatments.

Please continue

Not any

#### ANNEXURE C :Participants list

S.NO	Doctors Name	Designation	Location
1	Dr Asif Hussain	MS THQ	Pindadan Khan
2	Dr Ali Ahmed	Medical Officer	Pindadan Khan
3	Dr Abida Rauf	WMO	Pindadan Khan
4	Dr Atta ur Rehman	Consultan Paediatrician	Pindadan Khan
5	Dr Sadaf Mehboob	Consultant Paediatrician	Pindadan Khan
6	Dr Sehrish Mussaddiq	WMO	Pindadan Khan
7	Dr Hareem	Gynaecologist	Pindadan Khan
8	Dr Tashifa Naseer		Pindadan Khan
9	Dr Marzia Zainab	WMO	Pindadan Khan
10	Dr Komal Zainab	WMO/Family Medicine	Pindadan Khan
11	Dr Anadil Noel	Medical Officer	Pindadan Khan
12	Dr Hamza Razi		Kotli Sattian
13	Dr Faisal		Kotli Sattian
14	Dr Aimen	WMO	Kotli Sattian
15	Dr Yasir Hussain	Medical officer	Kotli Sattian
16	Dr Jahanzaib Bhutta	Medical Officer	Kotli Sattian
	Dr Aneera	WMO	Kotli Sattian
17	Dr Sajid	General Physician	Rawalpindi



18	Dr Saima Sabir	General Physician	Rawalpindi
19	Dr Mased	General Physician	Rawalpindi
20	Dr Aliza Akhtar		DMS,PDSHA Rawalpindi
21	Dr Bano	General Physician	Rawalpindi
22	Dr Akram	General Physician	Rawalpindi
23	Dr Hamna	WMO	Kahuta
24	Dr Iram	WMO	Kahuta
25	Farzana saleem	Staff nurse	Kahuta
26	Dr Ali		Taxila
27	Dr sidra		Taxila
28	Dr S Yousuf		Taxila
29	Dr Misbah	WMO	Gujar Khan
30	Dr Fiza	WMO	Kallar syedan
31	Dr Saqlain		Murree



**WORKING PAPER**AGENDA No. 17

Component to which agenda belongs	Rawalpindi Medical University
<b>Justification/ Detail of Case</b>	The responsibilities of Dean Academics (Clinical) are to be assigned in light of institutional needs, it is imperative to appoint a qualified individual to oversee and enhance the academic standards and clinical programs of the institution. Dr. Usman Qureshi, currently serving as Professor of Surgery, has demonstrated exemplary performance in clinical teaching, academic administration, and curriculum development. His qualifications, leadership abilities, and contributions to medical education make him a suitable candidate for this position. It is proposed that Dr. Usman Qureshi to be assigned the duties of Dean Academics (Clinical).
<b>Recommendation of the Relevant Authority/ Officer</b>	Vice Chancellor
<b>Action required:</b>	Approval of Syndicate to Appoint Dr. Usman Qureshi, Professor of Surgery as <b>Dean Academics (Clinical)</b>
<b>Relevant Rule &amp; Sanctioning Authority</b>	<b>Clause No. 4 (m) under Regulations of Rawalpindi Medical University Act 2017 (Act XVI of 2017)</b>

  
**Dr. Rizwana Shahid**  
 Assistant Director DME  
 Incharge URTMC  
 RMU, Rawalpindi

  
 Vice Chancellor  
 Rawalpindi Medical University

**No. & Date Even****Copy for information to:**

1. Registrar, Rawalpindi Medical University, Rawalpindi
2. Master file



**WORKING PAPER**AGENDA No. **18**

Component to which agenda belongs	Rawalpindi Medical University
<b>Justification/ Detail of Case</b>	<p><b>MOU BETWEEN RMU &amp; Institute of Allied Health Sciences Islamabad (A constituent institute of (Public Sector) Khyber Medical University</b></p> <p>The MOU is aimed:</p> <ol style="list-style-type: none"> <li>To facilitate academic development among the faculty and students of both organizations.</li> <li>To plan combined research agenda among the faculty and students of both the organizations.</li> <li>To allow students from both organizations to participate in academic events, guest lectures, seminars, and other relevant professional development activities.</li> <li>To allow students to collaborate in academic and clinical exposures to the clinical settings affiliated with either organization.</li> <li>To facilitate faculty mutually in all Continuous Professional Development programs.</li> </ol>
<b>Recommendation of the Relevant Authority/ Officer</b>	Vice Chancellor
<b>Action required:</b>	Syndicate is requested to accord approval for MOU with Institute of Allied Health Sciences Islamabad
<b>Relevant Rule &amp; Sanctioning Authority</b>	Clause No. 4 (d)(e) of the Rawalpindi Medical University Act 2017 (Act XVI of 2017)

  
 Vice Chancellor  
 Rawalpindi Medical University
**No. & Date Even****Copy for information to:**

1. Registrar, Rawalpindi Medical University, Rawalpindi
2. Master file





**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
RAWALPINDI MEDICAL UNIVERSITY  
AND  
KHYBER MEDICAL UNIVERSITY, PESHAWAR**



This Memorandum of Understanding (MoU) is signed on \_\_\_/\_\_\_/2025 between Rawalpindi Medical University, a public sector Medical University, hereinafter referred as "RMU" and to be called as 1st Party represented by the Vice Chancellor or his authorized representative and 'Khyber Medical University Institute of Health Sciences Islamabad (KMU-IHS), a constituent institute of "Khyber Medical University, Peshawar (KMU)", a public sector Medical University, to be called as 2nd party represented by the Vice Chancellor of the University or his authorized representative.

This Memorandum of Understanding is intended to foster mutual collaboration between Rawalpindi Medical University and KMU-IHS Islamabad in areas of academic development, research partnerships, capacity building, and exposure to clinical environments through structured observational learning experiences. Both institutions are committed to working within their respective frameworks to identify avenues of cooperation that support the academic and professional growth of students and faculty as per following terms and conditions:

**TERMS OF THE MOU:**

- 1.1 To facilitate academic development among the faculty and students of both organizations.
- 1.2 To plan combined research agenda among the faculty and students of both the organizations.
- 1.3 To allow students from both organizations to participate in academic events, guest lectures, seminars, and other relevant professional development activities.
- 1.4 To allow students to collaborate in academic and clinical exposures to the clinical settings affiliated with either organization.
- 1.5 To facilitate faculty mutually in all Continuous Professional Development programs.

The duration of this MOU shall be 10 years, extendable further on mutual consent of both parties irrespective of the status of both the parties in future.

Registrar  
Rawalpindi Medical University

Registrar  
Khyber Medical University

Vice Chancellor  
Rawalpindi Medical University

Vice Chancellor  
Khyber Medical University

*Handwritten signatures and dates:*  
2. 5/11/25  
31/10/25



**WORKING PAPER**AGENDA No. **19**

<b>Component to which agenda belongs</b>	<b>Rawalpindi Medical University</b>
<b>Justification/ Detail of Case</b>	<b>MOU BETWEEN RMU &amp; COGNITOLOGY LTD. T/A PSCYREALITY (IRELAND)</b>  RMU intendeds to sign an MOU with COGNITOLOGY LTD. T/A PSCYREALITY (IRELAND) a firm involved in development of innovative technologies for the treatment of phobias. The detailed TORs annexed.
<b>Recommendation of the Relevant Authority/ Officer</b>	Vice Chancellor
<b>Action required:</b>	Syndicate is requested to accord approval for MOU with COGNITOLOGY LTD. T/A PSCYREALITY (IRELAND).
<b>Relevant Rule &amp; Sanctioning Authority</b>	<b>Clause No. 4 (d)(e) of the Rawalpindi Medical University Act 2017 (Act XVI of 2017)</b>



Vice Chancellor  
Rawalpindi Medical University

**No. & Date Even****Copy for information to:**

1. Registrar, Rawalpindi Medical University, Rawalpindi
2. Master file



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**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**RAWALPINDI MEDICAL UNIVERSITY  
(RAWALPINDI, PAKISTAN)**

**AND**

**COGNITOLOGY LTD. T/A PSYCREALITY  
(IRELAND)**





## **Preamble**

RAWALPINDI MEDICAL UNIVERSITY, with the license number XXXXXX, whose registered office is at Address..... ("**University**"),

And

Cognitology Ltd. t/a PsycReality incorporated in Ireland, with company registration number 674304 whose registered office is at Office 41, GD House, Whitestown Drive, Tallaght Business Park, Tallaght-Dublin24, Dublin, D24 FW5D, Ireland; ("**PsycReality**")

each, a "**Party**" and together, the "**Parties**".

## **RECITALS**

- (A) PsycReality is a cutting-edge technology company which has developed contents for exposure therapy to be used by mental health professionals globally (Psychologists / Psychiatrists / Psychotherapists) to treat anxiety, phobias, fears and other mental illnesses.
- (B) University is a leading medical university in Pakistan with campus in Rawalpindi.

## **1. PURPOSE**

- 1.1 The purpose of this MoU is to develop, collaborate, and engage in mutually beneficial opportunities for members of each Party involved.
- 1.2 Each Party acknowledges that the other Party has entered and may from time to time in the future enter, into arrangements with other persons in relation to the same or similar subject matter as this MoU.
- 1.3 University to help PsycReality to enhance the current VR applications (developed, produced and owned by PsycReality) and to enable the PsycReality to gain knowledge from their existing dataset. The longer-term aim is to further help PsycReality in developing further immersive technologies-based applications for other types of clinical treatments. The objectives of the projects are yet to be determined and subject to separate agreements.
- 1.4 Both Parties agree that each Party retains ownership of all intellectual property rights and proprietary materials owned or developed independently by them prior to or outside the scope of this agreement ("**Background IPR**"). The use of any Background IPR by the other party requires prior written consent and will not transfer ownership.
- 1.5 All intellectual property created, developed, or arising directly from the performance of this agreement ("**Foreground IPR**") shall be subject to separate agreement as per Clause 1.3.
- 1.6 The scope of the initial MoU entails the following:
  - Improve the scientific understanding of current solution by enabling both parties to work together and closely by joint projects with Psychology, Psychiatry, Neurology and Radiology departments of university.
  - Enhance the immersive environment of the application
  - Using machine learning to model the human behaviour to be more realistic and eventually further train AI models to integrate with real human interactions.





- Data analytics of PsycReality dataset to provide knowledge about trends. The projects can implement statistical models, machine learning models with a combination of data visualization techniques
- Implementing the VR application in different applications to help university further equip students with immersive technologies and advancement in medical domain and to conduct clinical trials
- Adapt the VR application into an AR based application for people who cannot wear VR headsets (e.g., due to excessive motion sickness)
- Both parties agree the data obtained from the joint technology, psychology and other medical research studies between the University and PsycReality will be owned jointly, datasets can be shared with University for internal use only and not for commercial purposes. Use of such dataset can be used in different projects by the University, however the use requires a separate written permission from PsycReality.
- Both parties further agree that the University will facilitate and host guest lectures and workshops by PsycReality team for the students of university. Such activities can be stand alone or part of continued professional and career development programs for students of the University.
- New research ideas will be explored between parties and form working framework to implement the research. Additionally, the University will identify the possible grant sources for join projects, where applicable.
- Using PsycReality technologies, the University is not to replicate, duplicate nor reverse engineer any parts or as a whole solution.
- This MoU extends to all campuses and hospitals of the University to include but not limited to schools of psychiatry, psychology, radiology.
- Additionally, PsycReality will involve its teams from different locations (Ireland, UAE, Brazil, Pakistan, Kuwait) to partake in research, as per needed.
- Both parties will jointly publish scientific and research papers.

## **2. OBLIGATIONS OF THE PARTIES**

PsycReality has committed to the following:

- Provide the University students and faculty access to PsycReality's tools, algorithms and datasets
- Provide the University students and faculty access to PsycReality's software and content library
- Conduct appropriate training to the University
- Provide contact details of a dedicated contact person from PsycReality to act as a liaison for facilitating the communication flow
- PsycReality to recruit existing researchers from the University, subject to availability.
- Support the University with PsycReality's network, connections, social media and other advertising.

### **2.1 The University, has committed to the following:**

- The project ideas will be executed in the form of undergraduate and postgraduate dissertations jointly supervised designated university faculty and PsycReality.
- The projects will be technically-based dissertations with an experiment-based evaluation, to obtain initial feedback from general University students and members of the public as they interact with the headsets when using PsycReality technology for research





- Administering the tools to Psychology clinical clients with identified phobias, anxiety or fears. This will be done in partnership with local mental health clinics and hospitals
- From time to time change the obligations to ensure the scope of this agreement is delivered.
- Support PsycReality with University's network, connections, social media and other advertising.

### **3. TERM**

This MoU shall commence on the Effective Date and last for a duration of five (5) years, subject to any extension of time mutually agreed in writing by the Parties or early termination in accordance with the terms of this MOU ("**Term**").

### **4. CONFIDENTIALITY AND DATA PROTECTION**

- 4.1 Neither Party shall during the term of this MoU or thereafter disclose to any person or use for any unauthorised purpose, any personal data or other confidential information obtained by it from the other Party in connection with this MoU, unless the data or information (i) is lawfully in the public domain other than in breach of this confidentiality requirement; (ii) is in possession of the receiving Party before such divulgence has taken place; (iii) has been obtained from a third party who is free to divulge the same; or (iv) has to be disclosed as a result of a court order or as prescribed by a government body with jurisdiction over the receiving Party.
- 4.2 Except as required by the applicable laws and subject to Clause 4.1, the receiving Party must keep the Personal Data and Confidential Information in the strictest confidence and use it only in connection with this MoU and shall keep such information in confidence indefinitely.

### **5. OBLIGATION AND CONFIDENTIALITY**

- 5.1 In consideration of:
- a) being given access to Personal Data and other Confidential Information of the other Party; and
  - b) the mutual promises contained in this Agreement, each of the Parties agrees that it will keep and will ensure that its employees and contractors keep confidential the Personal Data and other Confidential Information of the other Party unless and until the other Party agrees that the Personal Data or other Confidential Information is lawfully in the public domain other than by a breach of this Agreement.
- 5.2 The obligation of confidentiality in this Agreement shall apply to all Personal Data and other Confidential Information, within the scope of this Agreement, whether disclosed before or after the date of signature of this Agreement, and shall continue in full force and effect, notwithstanding termination of this Agreement, or the Parties entering into any subsequent agreement, for the Term.

### **6. DUTIES OF PARTIES**

#### **6.1 Non-Disclosure and Use**

Each Party undertakes to disclose Personal Data and other Confidential Information of the other Party only to such employees, advisors, agents or contractors of the receiving Party who are under a binding legal duty of confidentiality, have a specific need to receive such Personal Data or other Confidential Information for the Specified Purpose, who have received appropriate training and are





aware and have accepted that the Personal Data and other Confidential Information is, and should be treated as, of a confidential nature. The receiving Party shall, at all times, remain liable for the acts and omissions of any employee, advisor, agent or contractor engaged by it.

Each Party shall not and shall ensure that its employees and contractors do not:

- a) disclose all or any of the Personal Data or Confidential Information of the other Party to any other person without the prior written consent of the other Party; or
- b) use all or any of the Personal Data or Confidential Information of the other Party otherwise than for the Specified Purpose.

**6.2 Uncertainty**

If either Party is uncertain as to whether any information is Personal Data or Confidential Information of the other Party, that Party shall treat the information as if it were Personal Data or Confidential Information of the other Party and as not being in the public domain unless and until the other Party agrees in writing that the data or information are lawfully in the public domain.

**6.3 Data Security Controls**

Each Party have in place appropriate technical and organisational measures to protect the Personal Data and other Confidential Information against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access, and which provide a level of security appropriate to the risk represented by the processing and the nature of the data and information to be protected. take all reasonable precautions to maintain the confidentiality of and to prevent the disclosure or use of the Confidential Information of the other Party.

**6.4 Unauthorised Disclosure or Use**

Each Party shall immediately notify the other Party of any actual or suspected personal data breach or other unauthorised disclosure or use of the Personal Data or Confidential Information of the other Party of which that Party becomes aware and shall take all steps that the other Party may reasonably require to investigate and mitigate the impact of such a breach, unauthorised disclosure or use. Notification by **PsycReality** to the University for the purposes of this clause shall be made by email to [XXXX@rmur.edu.pk](mailto:XXXX@rmur.edu.pk) marked URGENT: data breach notification

**6.5 Return of Personal Data and Confidential Information**

Unless either party has a valid legal basis in its capacity as a Data Controller to retain the Personal Data received from the other party in relation to this Agreement, at the conclusion of the Specified Purpose or upon the written request of the other Party, or at the request of the other Party securely destroy, at its own expense, each Party shall immediately deliver to the other Party, all records and materials (and copies of those records and materials) of comprising Personal Data or the Confidential Information of the other Party in the possession of that Party, its employees and any person to whom that Party has disclosed all or any of the Personal Data or Confidential Information of the other Party.

**7. EXCEPTIONS**

Neither Party will be bound to keep confidential any information if and to the extent that:





- a) the information is, or becomes lawfully part of the public domain other than by breach of this Agreement by that Party;
- b) the information is lawfully obtained by that Party from another person without any restriction as to use and disclosure;
- c) the information was in that Party's possession prior to disclosure to it by the other Party;
- d) the information is required to be disclosed by the operation of any law, or by a requirement of a regulatory body; or
- e) the other Party has authorised in writing the disclosure of the information.

## **8. REMEDY**

Each Party acknowledges and accepts that the other Party would suffer financial and other loss and damage if the Personal Data or other Confidential Information of the other Party were disclosed to any other person or used for any purpose other than the Specified Purpose and those monetary damages would be an insufficient remedy. Each Party acknowledges and accepts that, in addition to any other remedy that may be available in law or equity, the other Party is entitled to injunctive relief to prevent a breach of this Agreement and to compel specific performance of this Agreement. Each Party shall immediately reimburse the other Party for all costs and expenses, (including legal costs and disbursements on a full indemnity basis) incurred in enforcing the obligations of that Party under this Agreement.

## **9. INDEMNITY**

Each Party indemnifies the other Party and its employees, officers, directors, volunteers and agents from and against any and any liability, loss, damage, expense, cost (including without limitation legal costs and disbursements on a full indemnity basis) arising out of actions or claims directly or indirectly incurred or suffered by the other Party as a result of any breach of this Agreement by that Party.

## **10. GOVERNING LAW AND JURISDICTION**

### **10.1 Governing Law**

This Agreement and the rights of the Parties hereunder shall be governed by the laws in force in the Pakistan and Republic of Ireland.

## **11. ARBITRATION**

Any unresolved dispute between the Parties arising out of or in connection with this Agreement, including, its existence, application, breach, interpretation, validity, termination or cancellation, shall be submitted to Arbitrator and decided by arbitration in terms of the Laws of the Republic of Ireland.

## **12. GENERAL PROVISIONS**

### **12.1 Entire Agreement**

This Agreement constitutes the entire agreement and understanding between the Parties relating to the subject matter. Except as may be expressly stated in this Agreement, it supersedes and cancels all prior agreements, statements, representations, understandings, negotiations and discussions, whether oral or written, between the Parties. Each of the Parties acknowledges and agrees that in entering into this Agreement it does not rely on (or been induced to enter into this Agreement by)





any statement, representation, warranty or understanding made prior to this Agreement save to the extent that such statement, representation, warranty or understanding is incorporated into this Agreement.

**12.2 Headings**

The headings in this Agreement are for reference purpose only and will not affect the interpretation of this Agreement.

**12.3 Severability**

Notwithstanding that, the whole or any part of any provision of this Agreement may prove to be illegal or unenforceable, the other provisions of this Agreement and the remainder of the provision in question shall remain in full force and effect.

**12.4 Variations and Amendments**

No variations or amendments to this Agreement shall be effective unless made in writing and signed by both parties.

**12.5 Cumulative Rights**

The rights arising out of this Agreement do not exclude any other rights of either Party.

**12.6 Assignment**

Neither this Agreement nor any of the rights or obligations shall be assignable by either Party without the prior written consent of the Parties to this Agreement.

**12.7 Waiver**

No forbearance, delay or indulgence by either Party in enforcing the provisions of this Agreement shall prejudice or restrict the rights of that Party, nor shall any waiver of its rights in relation to a breach of this Agreement operate as a waiver of any subsequent breach, and no right, power or remedy given to or reserved to either Party under this Agreement is exclusive of any other right, power or remedy available to that Party and each such right, power or remedy shall be cumulative.

**12.8 Documents in English**

All notices, documents, or written communications of any kind provided or delivered in connection with this Agreement must be in English.

**12.9 Liability for expenses**

Each Party must pay its own expenses incurred in negotiating, executing, stamping and registering this Agreement.

**12.10 Giving effect to this Agreement**

Each Party must do anything (including execute any document) and must ensure that its employees and agents do anything (including execute any document), that the other Party may reasonably require to give full effect to this Agreement.





**Rawalpindi Medical  
University**

**PSYC  
REALITY**

**12.11 Counterparts**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and all of which taken together shall constitute one and the same agreement.

**12.12 Unless otherwise specified herein, all written notices, requests and other written communication to each Party hereto shall be deemed to have been given in the case of delivery by post, two (2) days after the same is posted, in the case of facsimile, immediately after the return of receipt of the successful transmission thereof and in the case of email, immediately upon receipt of the sent notification indicating the successful transmission of the email. Any notice or other communication to or by a Party must be in legible writing, and addressed as shown below:**

**PsycReality**

H30 Maynooth Office Campus

Maynooth, Co. Kildare

Republic of Ireland

(T) +353 1 444 44 55

Email: [bilal@psycreality.com](mailto:bilal@psycreality.com)

Attention: Bilal Awan

**RAWALPINDI MEDICAL UNIVERSITY**

Address 1

Attention: Contact name

Email: [xxxx@rmur.edu.pk](mailto:xxxx@rmur.edu.pk)

T: XXXXXXXX

Executed by the Parties as follows:

**PsycReality**

By: \_\_\_\_\_

Name: Bilal Awan

Title: CEO

**Rawalpindi Medical University**

By: \_\_\_\_\_

Name:

Title:

*[Handwritten signature]*