



PAKISTAN COUNCIL OF  
ARCHITECTS AND TOWN PLANNERS  
(Ordinance IX of 1983)

Head Office: Office No. 4, 4th Floor, 61-C, 21st Commercial Street, Phase-II Extension, D.H.A, Karachi-75500  
•Tel: 021-35883731, •Fax: 021-35883732 •Email: registrar@pcatp.org.pk, •Web: www.pcatp.org.pk

NO.PCATP/MIN/AGM-2016/09/16

Dated: September 21, 2016

All Registered Members of the  
Pakistan Council of Architects  
And Town Planners  
Pakistan.

**Subject: Minutes of Annual General Meeting of the Pakistan Council of Architects and Town Planners held on Saturday, 20<sup>th</sup> August, 2016 at Seminar Hall, NED University of Engineering & Technology, City Campus, Karachi.**

Dear all:

Please find attached Minutes of the Annual General Meeting of the Pakistan Council of Architects and Town Planners (PCATP) held at Seminar Hall, NED University of Engineering & Technology, City Campus, Karachi, under the Chairmanship of Ar. Sikandar Hayat Khan, for your perusal. Kindly send your comments, if any.

Sincerely,

*Tahira S. Fazli*  
Ar./Plnr. T.Sadfa Fazli  
Registrar

Encl. As above

Copy to:

1. Chairman, PCATP.



PAKISTAN COUNCIL OF  
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**MINUTES OF THE ANNUAL GENERAL MEETING OF THE PAKISTAN COUNCIL OF ARCHITECTS AND TOWN PLANNERS (PCATP) HELD AT NED UNIVERSITY(CITY CAMPUS) KARACHI, ON 20<sup>TH</sup> AUGUST, 2016.**

In accordance with the notice, the Annual General Meeting of the Pakistan Council of Architects and Town Planners was held at 1800 hrs on Saturday, August 20, 2016 at NED University (city campus), Karachi, under the chairmanship of Ar. Sikandar Hayat Khan.

**1.0 AGENDA ITEM NO.1                      RECITATION FROM THE HOLY QURAN**

1.1 With the permission of the Chairman, the meeting commenced with the recitation from the Holy Quran by Plnr. Muhammad Masood.

1.2 After the recitation from the Holy Quran, the Registrar requested the participants to offer Fateha for the following departed members of the Council:

- Ar. Abid Mahmood (A-01109)
- Ar. Bashir Ansari (A-00069)
- Ar. Faisal Mahmood Butt (A-01528)
- Ar. Naeemullah Khan (A-00747)
- Ar. Muhammad Shahid (A-00020)
- Ar. Saadat Hassan Khan (A-01393)
- Ar. Syed Abdul Rauf (A-00741)
- Plnr. Khwaja Ahmad Hassan (P-00150)

1.3 The Chairman, welcomed all the members of the Council and requested the Registrar to formally proceed with the agenda.

A list of members of the Council who attended the proceedings of the Annual General Meeting is attached as Annexure A with these Minutes.

1.4 Ar. Arif Changezi requested the Chairman for playing the National Anthem before the actual proceedings, Chairman requested the house to rise and recite the National Anthem. Ar. Arif Changezi requested the Chairman to adopt playing the National Anthem before every event and meetings of the Council.

**RESOLUTION NO. 1**

The house unanimously adopted that National Anthem will be played before start of any PCATP event.

**2.0 AGENDA ITEM NO.2                      CONFIRMATION OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON AUGUST 08, 2015**

2.1 The Chairman Ar. Sikandar Hayat Khan informed the participants that the minutes of the last Annual General meeting (AGM), held on 8<sup>th</sup> August, 2015, are attached as Annex A in the Annual Report 2016. He informed the participants that, as per prescribed rules and procedure, the Council had circulated the meeting minutes of the last



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Annual General Meeting. However, the Council has not received any comments, during the stipulated time; the Chairman asked the members to approve the minutes.

**RESOLUTION NO.2**

On a motion moved by Ar. Shahab Ghani Khan and seconded by Ar. Farhatullah Qureshi, the House unanimously confirmed the Minutes of the Annual General Meeting, held on August 08, 2015 at the Hotel Mehran, Karachi.

**3.0 AGENDA ITEM NO. 3                      PRESENTATION OF ANNUAL REPORT OF THE COUNCIL**

The Chairman requested the Registrar, PCATP to present the annual report to the house.

3.1 The Registrar PCATP, through a presentation, briefed the audience about the salient features of the annual report 2015-16. The Registrar informed that during the year under report, the present Executive Committee held four meetings. Two meetings were held in Lahore, while two were held in Karachi.

3.2 The Registrar said that the Executive Committee of the Council would like to record its gratitude and appreciation to those architects and town planners who voluntarily represented PCATP in various forms. She also acknowledged the contribution of the University of Engineering and Technology (UET), Peshawar and University of Engineering & Technology (UET), Lahore for supporting the Council's Educational Nominees.

3.3 The Registrar briefed that the Cabinet Division has informed the Council that the Ministry of Housing & Works has consented to attach PCATP under their Ministry. Gazette notification is awaited from the Cabinet Division.

3.4 It was informed that during the Year July 01, 2015 to June 30, 2016 the Council had received a total number of 625 applications. Out of this, the Council had registered 520 architects and 85 town planners, remaining applications were deferred due to incomplete documentation. The Registrar informed that the total number of architects registered with the Council as of June 30, 2016 is 5039 while 1016 are registered as town planners with the Council. The Registrar informed that out of 5039 registered architects only 54% are paid up members while the rest are removed from the Register. Furthermore, out of 1016 registered town planners only 44% are paid up town planners of the Council. It was also informed that during the period under report only 23 architects and only one town planner had opted for lifetime membership.

3.5 The Registrar informed that a total of 21 accreditation visits were conducted to various architecture/town planning programs in Pakistan. The Registrar shared the current status of accreditation of architecture/town planning programs in the country and said that the latest list of accredited and non-accredited programs is available on our website and the list will soon be advertised in the newspapers for the information of students/parents and degree awarding institutions. It was also informed that Chairman and Registrar, PCATP attended various meetings at Higher Education Commission (HEC) Islamabad with Quality Assurance Agency and Executive Director, HEC.

3.6 The Registrar informed that the Council conducted two registration examinations for non-accredited batches of Beaconhouse National University (BNU), Lahore and Balochistan University of Information Technology, Engineering & Management Sciences (BUIEMS), Quetta.



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3.7 The house was informed that the PCATP was commissioned by the National Textile University (NTU), Faisalabad to organize and conduct a single stage nation wide Architectural Design Competition for the Research, Academic, Administration block and a multi purpose Hall at NTU, Faisalabad. The jury was held in June 2016. Ar./Plnr.Sikander Ajam Khan declared first while second prize was awarded to Ar.Naveed Aslam and third prize to Ar.Nadeemul Hasan. The Registrar also briefed the house about signing of MOU between the Council and Urban Planning Unit, Planning & Development Department, Government of Khyber Pakhtunkhwa for organizing Design Competitions for Government of Khyber Pakhtunkhwa. The house was also briefed about HEC's request for organizing Design Competition for their attestation facility at Sector H-9, Islamabad.

3.8 The Registrar informed the house that on complaint filed by Ar.Imran Khalil (A-03694) against illegal practice of architecture in T.M.A Multan, Lodhran and Dunyapur a letter was sent to the concerned T.M.A's with a copy to Secretary, Local Government & Community Development, Government of Punjab to stop the violation of PCATP Ordinance. The concerned T.M.A on PCATP's letter cancelled the license and black listed two non-registered persons. The house was further informed that Council is persuing such cases with other T.M.A's in Punjab.

3.9 The house appreciated the efforts of Ar.Imran Khalil for identifying illegal practice in various areas of Punjab.

3.10 The members were also informed that the Council is fully aware of pre-qualification / expression of interest notices appearing in national dailies where PEC registration is a pre-requisite for prequalification. PCATP has written numerous letters to the concerned departments. The response is not very encouraging but few organizations have accepted Council's plea and have accepted PCATP registration for prequalification purposes.

3.11 The Registrar informed the house that currently there are three court cases which PCATP is defending in the court. One case is filed by PCATP against Mr. Mazhar Munir & Ms. Asia Jabeen in Karachi, rest of the two cases are filed against PCATP by Mr. Mazhar Munir & Ms. Asia Jabeen, one at Lahore High Court and the second case at Islamabad High Court. The house was further informed that in the Suit No.1178/2015 – PCATP vs Mazhar Munir & Asia Jabeen at III Senior Civil Judge, South, Karachi due to non-appearance of Defendants/their Counsel, the Court has debarred the defendants to file their reply to the suit and decided to proceed Ex-parte.

3.12 The house was informed about the increase in election nomination fee for the upcoming election of PCATP. The recommended election nomination fee for the office of Chairman is PKR 25,000/-, for the office of Vice chairman is PKR15,000/- and for the office of Member Executive Committee is PKR 5000/-

3.13. While addressing the issue of increasing the election nomination fees as suggested by the Executive Committee due to increasing election expenses, the members generally showed their concern on this raise. Ar. Zaigham Jaffery objected to the increase. Like him, Ar. Imran Farooqi told the house that the revised fee is very high as compared to prescribed fees by other councils. The house suggested that nomination fees may be revised but to a certain reasonable limits. Chairman requested the house to suggest the amount. After detailed deliberations house adopted the following:



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**RESOLUTION NO.3**

The revised nomination fees for the PCATP elections will be PKR 15,000/- per nomination paper for the office of Chairman/Chairperson; PKR 10,000/- per nomination paper for the office of Vice Chairman/ Vice Chairperson and PKR 5,000/- per nomination paper for the office of Member Executive Committee.

The revised fees will be applicable for the PCATP Executive Committee 2017-2019 elections. The resolution was proposed by Ar.Silwat Afzal and seconded by Ar. Arif Changezi.

3.14 The house was concerned about the general decline in timely payment of renewal fees by the members. Registrar PCATP told the house that in order to improve the renewal fees payment, Council had sent letters and list of removed architects & town planners to the concerned authorities such as SBCA, LDA, MDA, degree awarding institutions and consulting firms and many others, the response was not positive except when in SBCA there was a drive to check the validity of membership, all the removed members responded, renewed their registration status with fines. Various suggestions came from the house such as incentives for the regular payers, permanent removal from the register, claim heavy penalties, issues of the habitual defaulters etc.

3.15 Chairman, PCATP while closing the arguments said that the Executive committee in its next meeting will discuss and deliberate on this issue and will report.

**4.0. AGENDA ITEM NO.4.                    PRESENTATION OF THE AUDITED ACCOUNTS OF THE COUNCIL (PCATP & RHS) FOR THE FINANCIAL YEAR 2014-15**

4.1        The Audited Accounts for the financial year 2014-2015 were presented before the members to make any comments. The Registrar informed the members that the Council is pleased to inform that during the reporting period the Council has over four hundred thousand surplus.

The house was told that the increase in income is due to the accreditation fees as Council visited most of the schools during the last year. Chairman said that the house must appreciate the efforts of the PCATP inspection team visiting various programs throughout the country. The entire house appreciated the voluntary services of the PCATP validation/inspection team members.

**RESOLUTION NO.4**

On a motion moved by Ar. Imran Farooqi and seconded by Ar./ Plnr.Jahangir khan Sherpao, the Council adopted and approved the audited accounts of the Council & RHS for the year 2014-2015.

4.2        Registrar, PCATP told the house that if the services of the current auditors to be retained, the current auditors have quoted audit fee for PKR 60,500/- for the audit of accounts for 2015-2016. The house unanimously accepted the proposal to retain the current auditors for the next financial year.

**RESOLUTION NO.5**

The appointment of auditors (Shekha & Mufti) was approved with a motion moved by Ar. Muhammad Fazal Noor and seconded by Ar. Ali Zafar Qazi for the financial year 2015-2016 on PKR 60,500 fee.



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**5.0 AGENDA ITEM NO.5**

**PRESENTATION OF ANNUAL BUDGET OF THE COUNCIL FOR THE  
FINANCIAL YEAR 2016-2017**

5.1 The Registrar informed the members that while following the example of preceding years, the Council has annexed the detailed anticipated and actual budget in Annual Report. The Registrar invited the members to examine the balance sheet and make comments, if any, on the budget.

The proposed budget was deliberated in detail by the house and it was suggested that the renewal and registration income should be shown as separate entities in the budget as well as in audited accounts. The house also suggested that the budget should be amended to include the proposed activities such as CPD and faculty development program. The house also recommended to amend the budget in line with current income trends and not on conservative estimations.

**RESOLUTION NO. 6**

On a motion moved by Ar.Syed Zaigham S.Jaffery and seconded by Ar. Shah Muhammad Misbah the Annual Budget 2016-2017 was approved, subject to the amendments as suggested by the house.

**6.0. AGENDA ITEM NO.6**

**ANY OTHER BUSINESS AS MAY BE PLACE BEFORE THE MEETING BY THE  
EXECUTIVE COMMITTEE OR AS THE MEETING MAY DECIDE.**

**6- A CONTINUING PROFESSIONAL DEVELOPMENT (CPD):**

6-A.1 The Chairman PCATP presented a detailed presentation on CPD as adopted by the Executive Committee in its 101<sup>st</sup> meeting held in Karachi on April, 2016. He explained the house that all countries, in order to improve hand on experience of their professionals have introduced this initiative in their countries. Even in Pakistan Pakistan Engineering Council and Pakistan Medical and Dental Council are effectively doing CPD programs in the country. He briefed the house about the salient features of CPD through slide presentation. The Chairman told the house during his presentation that annually certain credit points will have to be acquired by all registered members of the council to retain their registration with the council. He said that CPD programs will have to go through certain scrutiny process before implementation. Ar./ Plnr. Jahangir Khan Sherpao while appreciating the effort said the format is very bureaucratic and seems as if some engineer have drafted the format. Chairman, Ar.Sikandar Hayat Khan while replying to the observation said that the draft format after discussing with different countries at Arcasia forums and taken their respective models for the preparation for ours. The house appreciated the PCATP initiative for introducing CPD. Chairman told the house that the proposed draft has been presented to acquire the approval of the house. Ar. Arif Changezi said that CPD is very important for all of us. Ar. Fazal Noor said that there should be some flexibility in the program and suggested to work on program details and regulations for CPD program and test the important aspects of the program and pilot it before next AGM. After detailed discussion the house approved the need for CPD in principle and desired the improvements suggested should be worked out in detail for final adoption of the house.

**RESOLUTION NO.7**

The house unanimously approved the need for the CPD program and desired that further details should be worked out for approval of the Council and, its implementation.



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## **6.B Shifting of PCATP Head Office to Islamabad**

6.-B.1 Chairman, PCATP told the house that a petition was filed by PInr. Ghulam Sarwar Sandhu in Islamabad High Court for shifting of PCATP Head Office to Islamabad as mentioned in the Bye-laws of the Council. The Court directed the petitioner to take this petition to the relevant forum i.e the Council. Ar. Syed Zaigham S. Jaffery pointed out that the concerned person should have attended the AGM and presented his point of view so that his opinion could be considered. He asked the Registrar to read from the PCATP hand book separately the Ordinance and the Bye-laws. According to the **PCATP Ordinance clause 3 sub section (8) "The headquarters of the Council shall be at such place as the Council may decide"**.

And according to **PCATP Bye-laws Part-A, Section 4 " The headquarters of the Council shall be at Islamabad and branch offices may be established at such places as the Executive Committee may decide; provided during the tenure of the first Council the headquarters of the Council shall function at Karachi"**.

Ar. Syed Zaigham S. Jaffery and Ar. Imran Farooqi pointed out that the Ordinance was above / superior to the Bye-laws, and that the Council must retain status quo. A member suggested to hold a referendum on this issue. Ar. Imran Farooqi informed the house that there is no provision of referendum in the Ordinance. The power to decide lies with the Council and this forum is the Council. The house gave their opinion in favor of the Ordinance. Therefore the house was convinced that unless Council decides the Head office of the Council will remain in Karachi. The Chairman concluded that PCATP membership having increased for better service regional offices in provincial capitals and a liaison office in the Federal Capital, Islamabad could be considered in PCATP, as before.

### **Resolution No. 8**

The house decided to maintain status quo and for further consideration as per the PCATP Ordinance notice. Motion moved by Ar.Imran Farooqi and seconded by Ar. Syed Zaigham Jaffery.

## **6.-C REGISTRATION EXAMINATION OF GRADUATES FROM NON ACCREDITED PROGRAMS**

6.C.1 The Chairman explained the house that there are architecture graduates from institutions who never awarded accreditation due to many reasons. Two of these programs are closed (B.Arch program at Islamia University Bahawalpur and Oriental College of Arts). Some of the students got themselves transferred to PCATP accredited programs in 4<sup>th</sup> year and obtained degree from an accredited program and obtained PCATP registration. Later the fact was brought to the notice of PCATP enrollment committee who after seeking legal advise revoked the registration of these five candidates.

6.C.2 These candidates have requested the Council to provide some relief as they will loose their jobs due to this action of the Council. After a long deliberation the house was of the opinion that the previous executive committee (2011-2013) did give a chance to non-accredited batches of BNU, USA and CEAD by conducting registration examination. For registration purpose one time amnesty should be allowed to these graduates who graduated on/before June 2016. The house agreed with the suggestion to go ahead with one time examination only for these affected students.



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**RESOLUTION NO. 8**

PCATP will conduct one time registration examination for of these five (5) graduates only. The resolution was proposed by Ar. Fazal Noor and seconded by Ar. Shah Muhammad Misbah.

**CLOSING REMARKS BY CHAIRMAN, PCATP**

8.1 The Chairman, PCATP thanked the Registrar and the office of the Pakistan Council of Architects and Town Planners (PCATP) for their dedication and utmost support to the Executive Committee. He appreciated the efforts of the PCATP office for the smooth functioning of the Council's work.

**Dated: 20-09-2016**

**AR. SIKANDER HAYAT KHAN  
CHAIRMAN**



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## ANNEX A

PAKISTAN COUNCIL OF ARCHITECTS AND TOWN PLANNERS  
LIST OF PARTICIPANTS AT AGM 2016 HELD ON 20<sup>th</sup> AUGUST 2016  
AT SEMINAR HALL, NED UNIVERSITY OF ENGINEERING & TECHNOLOGY, CITY  
CAMPUS, KARACHI.

S #	Reg No.	Name
1	A00090	Tahira Sadia
2	A01537	Noman Ahmed
3	A03864	Hira Ansari
4	A00863	Muhammad Tahir Banuri
5	A00725	Anjum Adil
6	A00111	Azhar Mamoon Sualehi
7	A00807	Muhammad Yousuf Ghouri
8	A00103	Asad Ullah Varzgani
9	A00432	Farhat Ullah Qureshi
10	A01457	Salman Manzoor Hassan
11	A03406	Azharuddin Khuhro
12	A01692	Syed Hayat un Nabi Rizvi
13	A04357	Qamar Khalil Khan
14	A00386	Sikandar Hayat Khan
15	A00232	Syed Najmi Hassan
16	A01797	Rabia Siddiqui
17	A03519	Naseer Ahmed Khan
18	A01772	Sajid Khan
19	A02666	Saeed ud Din
20	A05060	Muhammad Usama Farooq
21	A00560	Syed Zulfiqar Ahmad
22	A05061	Muhammad Umair Ajmal
23	A02457	Muhammad Sayyem Ghayur
24	A00441	Imran Ahmed Farooqi
25	A01684	Silwat Afzal
26	A00440	Tajuddin Kamal
27	A01622	Farida Abdul Ghaffar
28	A00801	Abdul Qadir
29	A02200	Muhammad Kamran Ansari
30	A02812	Rahat Arsalan
31	A01198	M.V. Junaidy
32	A01990	Asiya Sadiq
33	A02629	Rashida Baloch



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S #	Reg No.	Name
34	A03969	Moneef Ahmed Khan
35	A03095	Safia Asif
36	A02770	Saadia Bano
37	A00494	Zafar Ullah Khan
38	A01602	Anila Naeem
39	A01364	Naseer Uddin Qaiser
40	A01753	Tarique Ahmed
41	A02741	Rabiya Asim
42	A01945	Sikandar Ali
43	A00521	Samar Ali Khan
44	A02279	Hussain Ali
45	A01026	Muhammad Arif Changazi
46	A01126	Jahangir S.M. Khan Sherpao
47	A00181	Hatim Ismail Nek
48	A01117	Ali Zafar Qazi
49	A00516	Shahab Ghani Khan
50	A02989	Muhammad Fazal Noor
51	A00559	Shah Mohammad Misbah
52	A01552	Shabbir Ulah Qureshi
53	A01124	Komal Pervez Shahid
54	A01010	Mumtaz Jilani
55	A00506	Syed Zaigham S. Jaffery
56	A01714	Fariha Amjad Ubaid
57	A02227	Suneela Ahmed
58	A02450	Ateeq Ahmed
59	A00141	Syed Zia Abbas Jaffery
60	A00038	Zafar Altaf Bhatti
61	A00443	Mohammad Iqbal Mirza
62	A01761	Ravandar Kumar
63	A01613	Tariq Majeed
64	A00561	Ch. Ghulam Murtaza Hasan Chowdry
65	A00845	Shoaib Ahmed Hashmi
66	A00258	Syed Ali Mazhar
67	A00247	Kaiser Ashrat
68	P00227	Tahira Sadia
69	P00355	Noman Ahmed
70	P00222	Azhar Mamoon Sualehi
71	P00154	Abdul Halim



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<b>S #</b>	<b>Reg No.</b>	<b>Name</b>
72	P00529	Shamsher Ali
73	P00746	S.M. Jahangir Khan Sherpao
74	P00416	Muhammad Anwar Hussain
75	P00709	Irfan Ahmed Memon
76	P00706	Niaz Ali
77	P00685	Raza Ali
78	P00527	Fariha Amjad Ubaid
79	P00112	Mohammad Masood
80	P00533	Tariq Majeed