



PAKISTAN COUNCIL OF

ARCHITECTS AND TOWN PLANNERS

MINUTES OF THE PCATP ANNUAL GENERAL MEETING 2020 HELD ON AUGUST 22, 2020 VIA ZOOM.

In accordance with the notice, the Annual General Meeting of the Pakistan Council of Architects and Town Planners was held at 1600 hrs on Saturday, August 22, 2020 via Zoom, under the Chairmanship of Ar./ Plnr. Kalim A. Siddiqui.

PCATP conducted its Annual General Meeting (AGM) 2020 through video-conferencing. In accordance with PCATP Bye-law 7 (a) and 8, Chairman PCATP presided the meeting from PCATP Head office at Islamabad along with the Registrar PCATP.

Registered Architects/Town Planners were already informed through the Final AGM Notice that the Annual Report will be uploaded on August 06, 2020 for them to review. They were also informed that the chat function will be used to ask questions and members have to mention their name and PCATP registration number while asking questions.

The AGM started at 4.00 P.M. sharp. The quorum at the start of AGM was 120.

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

Response to questions/queries/comments raised by the members in AGM through Q&A option is attached as Annexure-B with these minutes.

1.0 AGENDA ITEM NO.1: RECITATION FROM HOLY QURAN

1.1 The meeting started with recitation of Holy Quran followed by National Anthem.

1.2 A short documentary on PCATP was shown to the members which, comprised of a short introduction on PCATP from its initiation till to date.

1.3 The Chairman PCATP, Ar./Plnr. Kalim A. Siddiqui, welcomed the participants of AGM 2020 being held via webinar. The salient points of his address are as follows;

- The AGM was held via webinar because of the COVID pandemic.
- Explained the procedure announced and followed for attending the AGM
- Announced that there were 120 members at the start of the AGM.
- Introduced the members of the Executive Committee 2019-21.

1.4 Informed the members about the participation of PCATP in various Government forums; i.e.

- Naya Pakistan Housing Development Authority (NAPHDA),
- Ravi Riverfront Urban Development (RRUD)
- Construction Industry Development Board (CIDB)
- Lahore Development Authority (LDA)



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- 1.5 Informed about the abolishing of multiple registration and enlistment of Architects working in Lahore Development Authority and Peshawar Development Authority control areas.
- 1.6 Informed about the progress made in convincing various building control authorities in abolishing the enlistment of Architects being done presently by them.
- 1.7 Informed about the intent of DHA Bahawalpur to hold a competition for design of houses of various sizes.
- 1.8 The campaign for fund raising for PM fund for COVID. PCATP & IAP has donated Rs. 1.5 million.
- 1.9 Announced the launching of PCATP ENews-letter.
- 1.10 Revamping of PCATP website, for the convenience of members. He invited members to send their suggestions to Registrar PCATP.
- 1.11 Reported that the PCATP report on COVID effect on the profession of Architecture has been shared with members and is available on PCATP's website at www.pcatp.org.pk
- 1.12 Announced launching of a fund for COVID affected PCATP members.
- 1.13 Informed the members about the study of state of the professions in the country. He announced that the study is completed and Executive Summary of the Report on State of Architecture and Town Planning Profession is also uploaded on our website. Detailed report will also be uploaded soon our website for the information of PCATP membership.

Presentation of Chairman PCATP is uploaded on our website and also attached as Annexure-C to these minutes.

After, presenting highlights of the accomplishments of the PCATP Executive Committee 2019-2021, Chairman PCATP requested Registrar PCATP to proceed with the agenda of the AGM.

2.0 AGENDA ITEM NO.2: CONFIRMATION OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MARCH 08, 2019.

2.1 The Registrar informed the participants that the minutes of the last Annual General meeting (AGM), held on March 08, 2019 20th August, 2016, are attached as Annex A in the Annual Report 2019. She informed the participants that, as prescribed rules and procedure, the Council had circulated the meeting minutes of the last Annual General Meeting and had received comments from two Architects, (Ar./PInr. Pervaiz Iqbal and Ar./PInr. Azhar M. Sualehi) on the correctness of the minutes. She read out the comments by both members.



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- Ar./Plnr. Pervaiz Iqbal wanted item 7.2, 7.3 and 7.7 should be expunged from the minutes.
- Ar./Plnr. Azhar M. Sualehi had commented on correction in recording of minutes at item numbers 2.1, 2.2, 2.5, 2.6 and 2.8.

The Registrar asked the general body to take a decision in the matter, whether to incorporate the comments by members or retain the actual recorded minutes.

2.2 Ar. Arif Changezi wrote his comments under Q&A, "I think my point should remain part of minutes as they did use the abusive language. It will bring some decency in future elections".

RESOLUTION NO.1

On a motion moved by Ar./ Plnr. Azhar M.Sualehi and seconded by Plnr. Shabih ul Hassan Zaidi and Ar. Umar Saeed, the House confirmed the Minutes of the Annual General Meeting, held on March 08, 2020 at Karachi.

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

3.1 The Registrar informed the house that a total of 5 meetings of the Executive Committee were held during the year. She further informed that 33% members attended all meetings, 47% attended 4 meetings and 20% attended only 3 meetings. The details of attendance are mentioned in the annual report.

3.2 The Registrar also acknowledged the contribution of the University of Engineering Technology Lahore, and Lahore College for Women University for providing financial assistance for travelling and boarding/lodging for educational nominees Architecture and Town Planning respectively on PCATP Executive Committee.

3.3 The Registrar stated that the major activities of the Council had already been presented by Chairman PCATP in his address. Hence, she would not repeat the same. However, she acknowledged the contribution of Ar. Murad Jamil for his kind efforts in arranging the PCATP meeting with FBR and Minister for Planning and Development, Government of Pakistan.

3.4 It was informed that the current strength of the Council is 9175 of which 7749 are registered as Architects and 1426 as Town Planners (84% Architects and 16% Town Planners). As of 30th June 2020, The Registrar informed that out of 7749 registered Architects only 67% are paid up members while the rest are removed from the Register. Furthermore, out of 1426 registered Town Planners only 46% are paid up members.

3.5 The Registrar informed the house that during the reporting period the Council received a total number of 1096 applications for registration period (965 for registration as Architect and 131 for



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registration as Town Planner), of the total applications for new registration 961 were registered as Architects and 125 as Town planners. A total of 1086 new members have been inducted in the Council during the reporting period. The remaining 10 applications are pending due to incomplete documentation.

3.6 She further informed the house that registration of Architects has increased by 6% from the previous year. This increase is attributed to the following;

- Partly after the Council announced that as per amended Bye-laws 2018, all earlier graduates applying for registration after 31st December 2019 will also have to go through ACE for full registration with PCATP.
- Intake of large batches and opening up of new Architecture and Town Planning programs by public and private sector universities/institutions.

3.7 NOC GRANTED: The Registrar informed the house that, as per section 12 of PCATP Ordinance Architects/Town Planners/PCATP Registered Firms inviting international experts/specialists in the field of architecture and town planning for working on projects in Pakistan are required to obtain NOC or Temporary License to work on projects in Pakistan as an associate of an architect or town planner who shall sign and seal the plans and specifications for the project as per section 12 of PCATP Ordinance IX of 1983. It is the duty of local architect/town planner to inform the Council and get required NOC for the foreign consulting Architects/Town Planners to work as per the legal requirements as spelled out in section 12 of PCATP Ordinance IX of 1983.

During the reporting year Council has given seven NOC/temporary licenses to the following Foreign/experts/specialists on request of local architects:

1. Two NOCs"/temporary license were issued to M/s CPG Consultants PTE Limited Singapore, in Joint Venture with M/s ARCOP Pvt Limited, Karachi.
2. NOC/Temporary License was issued to Mr. Francisco Javier Gray Ribes for M/s. Chapman Taylor Benelux S.A Belgium for their services in collaboration with M/s. Zavia Architecture and M/s International Complex Projects Limited, Karachi.
3. NOC was issued to M/s Huttingir and M/s Informal Learning to work with the Dawood Foundation (TDF) and M/s Shahab Ghani and Associates.
4. NOC was issued to Architect Jeppe Kleinheinz of M/s. RBS who is providing consultancy services in collaboration with Principal Architect Muhammad Saad Khan.
5. NOC was issued to Ms. Alisa Connery Murray of M/s 1508 London Limited working in collaboration with M/s ARCOP (Pvt) Ltd.
6. M/s. Sou Fujimoto and Partners working with their local appointed architect consultant's M/s Habib Fida Ali.

3.8 RENEWAL FEE: It was reported by the Registrar, that 4737 renewal notices were issued to Architects during the reporting period and another 797 to Town Planners. In response to these notices



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the total renewal fee received is PKR 6,564,514/-. Out of which Rs. 5,855,014/= was received from Architects and Rs. 709,500/= from Town Planners. The contribution to renewal fee from Architects is 89% and that from Town Planners is 11%. Further details are available in the Audit report.

3.9 FIRMS RENEWAL: Under 2018 Bye-laws amendment notification for Architecture/Town Planning Firm Registration and modalities for inviting EA& EP Firms with PCATP and inclusion of allied contractors/interior designing firms for registration with PCATP has been notified through Gazette Notification dated September, 2018.

3.9.1 Registrar PCATP, presented the statistics of Registration of Firms during the reported period. She informed the house that a total of 160 Architectural Firms, 22 Town Planning Firms, 01 AE firm and 03 Contractor firms have been registered with PCATP up till 30th June 2020. Detailed list and with categories is available on PCATP website.

3.10 EDUCATION: The Registrar informed the audience about the present status of all professional programs accredited with the Council. Presently, there are 34 Architecture programs offering B.Arch degree and 5 are Town Planning programs offering BS CRP degree.

3.10.1 Among architectural institutions, 17 programs are accredited, 13 have been granted NOC and 4 programs' accreditation is on hold. For town planning programs, 4 have been accredited and one program's accreditation is on hold. Moreover, she informed the house that this is inclusive of 11 numbers of programs of different institutions that have been granted NOC by the Council. The details are available in Annual Report.

3.10.2 A total of 07 visits with respect to accreditation were conducted during the reported period by the Council. Following is the list of the universities / Institutions where visits were conducted:

- Accreditation visit of **B.Arch. Program at University of Lahore, Lahore was conducted on May 18, 2019.** Team includes, Ar. Muhammad Arif Changezi, Ar. Rashid Toosy, Ar. Sajid Khan and Registrar PCATP.
- Re-validation to Accreditation visit of **B.Arch. Program, National College of Arts, Lahore was conducted on February 7, 2020.** Team includes: Ar. Muhammad Arif Changezi, Ar. Muhammad Usman Ansari and Registrar PCATP.
- Re-validation to Accreditation visit of **B.Arch. Program, Superior University Lahore was conducted on February 8, 2020.** Team includes: Ar. Muhammad Arif Changezi, Ar. Muhammad Usman Ansari and Registrar PCATP. Accreditation granted to batch inducted in 2014, 2015 and 2016 only.
- Re-validation to Accreditation visit of **B.Arch Program at School of Art Design and Architecture, NUST was conducted on March 3, 2020.** Team includes Ar. Muhammad Arif Changezi, Ar. Khawar Mahmood Hassan and Ar. QuratulAin Asghar.



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- Interim visit to **B.Arch. Program at Sir Syed University of Engineering and Technology (SSUET) was conducted on January 6, 2020.** Team includes: Ar./Plnr. Azhar M. Sualehi, Ar. Muhammad Usman Ansari and Registrar, PCATP
- Zero visit to **B. Arch Program at Department of Architecture Karachi Institute of Technology and Entrepreneurship, KITE was conducted on January 4th, 2020.** Team comprised of: Ar. Muhammad Arif Changezi, Ar. Azhar M. Sualehi and Registrar PCATP.
- Zero visit to **B.Arch. Program at Department of Architecture, Bahauddin Zakariya University, BZU Multan was conducted on April 9, 2019.** Team includes Ar. Muhammad Arif Changezi, Ar. Waseem Rafi Khan and Registrar PCATP.

3.10.3 (A) In all 09 re-validation to accreditation visits are pending from previous and current year. Out of these 04 are for based in Lahore, 02 in Karachi, 02 in Jamshoro and 01 in Peshawar. In addition to these 05 Interim visits are also pending. A total of 12 NOC's has been granted to various institutions for starting of new programs. List of the Pending visits includes: Details of the same are available in the Annual report.

PENDING ACCREDITATION VISITS

S.No	Name of Institution	Type of Visit
1.	Department of Architecture, Beaconhouse National University, Lahore.	Re-validation to Accreditation
2.	Department of Architecture, University of Karachi, Karachi.	Re-validation to Accreditation
3.	Department of Architecture, University of South Asia, Lahore	Re-validation to Accreditation
4.	Department of City and Regional Planning and Department of Architecture, MUET, Jamshoro	Re-validation to Accreditation
5.	Department of Architecture, Indus Valley School of Art and Architecture, Karachi	Re-validation to Accreditation
6.	Department of City and Regional Planning and Department of Architecture, University of Management and Technology, Lahore	Re-validation to Accreditation
7.	Department of City and Regional Planning Lahore College of Women and University, Lahore	Re-validation to Accreditation
8.	Department of Architecture, CECOS University, Peshawar	Re-validation to Accreditation
9.	Department of Architecture, Lahore College for Women University, Lahore	Interim Visit
10.	Department of Architecture, University of Gujrat	Interim Visit
11.	Department of Architecture, NFC-IET Multan	Interim Visit



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12.	Department of Architecture, University of Hazara, Mansehra	Interim Visit
13.	Department of Architecture, City University, Peshawar	Interim Visit

3.10.3 (B) A total of 12 NOC's has been granted to various institutions for starting of new programs. Details are given below:

PCATP GRANTED NOC TO FOLLOWING ARCHITECTURE/TOWN PLANNING PROGRAMS	
1.	B. Arch, School of Architecture, Art & Design, Imperial College for Business Studies. Lahore batch to be inducted after March 18, 2015
2.	B. Arch Program at Department of Architecture, Lahore College of Women University, Lahore batch to be inducted after May 2017.
3.	B. Arch, Nazeer Hussain University, Karachi from batch inducted after March 2015.
4.	B. Arch, Sir Syed University of Engineering & Technology, Karachi from batch inducted after March 2017.
5.	B. Arch, NFC Institute of Engineering & Technology, Multan from batch inducted after March 2017.
6.	B. Arch, University of Gujrat, Gujrat from batch inducted after March 2017.
7.	B. Arch Program, City University, Peshawar, from batch to be inducted in Fall 2017.
8.	B. Arch Program at University of Hazara, Mansehra, KP from batch inducted in Spring 2018.
9.	B. Arch Program at Institute of Southern Punjab (ISP), Multan. NOC granted for induction of first batch in Fall 2018 with intake restricted to 30 students only.
10.	B. Arch Program at the School of Architecture Design & Urbanism, Institute for Art & Culture (IAC), Lahore. NOC granted for induction of first batch from fall 2018 with intake restricted to 30 students only.
11.	B. Arch Program, Bahauddin Zakariya University (BZU), Multan. Provisional NOC granted for taking intake of one batch of 25 students inducted only in Fall 2019.
12.	B. Arch Program, Karachi Institute of Technology & Entrepreneurship (KITE), Karachi. Provisional NOC granted for taking intake of one batch of 30 students inducted only in spring 2020.



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3.11 PCATP REGISTRATION EXAMINATION: The Registrar informed the audience, about the Registration Examinations for the non-accredited batches of BUIITEMS, University of Gujrat, COMSATS University Islamabad Lahore campus, University of Hazara, LCWU, Imperial College, BZU Multan, NFC-IET Multan, SSUET, candidates of Al-Khair University and candidates of Oriental College of Arts (OCA) University of Sargodha (through Court Orders) was conducted to enroll architecture graduates of non-accredited B. Arch programs. During the reporting period 05 registration examinations were held in Karachi, Lahore and Multan. The details about the examination are available in the Annual report. The one held in July 2019, only 52% candidates were successful, the one held in January 2020, only 14% were successful and in the third examination held on February on 4th and 19th, 2020 none of the candidates were successful.

3.12 WRIT PETITIONS: The audience was informed by the Registrar PCATP, that the Council had received 2 writ petitions filed in the Lahore high court Multan bench and one constitutional petition filed in the Sindh high court at Karachi. The details about the writ petitions have been provided in the Annual report.

3.13 COMPLAINT FILED BY MEMBERS: The Registrar informed the house, that during the reporting period 2 complaints of Professional misconduct were received by PCATP.

- a. Ar. Syed Hassan Raza filed a complaint of Professional Misconduct against Ar. Nayyar Ali Dada. The case was presented before Executive Committee and it was decided to send the letter to defendant. A letter was sent to Ar. Nayyar Ali Dada, asking him to explain his position viz a viz the charges imposed. The response from the defendant was forwarded to the complainant for his review and comments. Unfortunately, despite reminders, the complainant has not responded to any correspondence from PCATP. In the absence of any response from the complainant the PCATP has closed this matter.
- b. Ar. /PInr. Kalim Siddiqui filed a complaint of Professional Misconduct against Ar. Zaheer Ahmed Khan. The case was presented before Executive Committee and it was decided to send the letter to defendant. A letter was sent to Ar. Zaheer Ahmed Khan, asking him to explain his position viz a viz the charges imposed. His response received and forwarded to complainant for review and advice on future possible action/steps. Ar. Kalim Siddiqui had rejected the reply from Ar. Zaheer Khan alleging that the drawings produced were forged with seal. It was also disclosed that the firm Architectural Systems claimed to be registered by the respondent is not registered with the PCATP. The case was requested by the complainant to be put to Inquiry/ Disciplinary Committee. The Inquiry Committee was formed which submitted the final report after three meetings and recommended formulating the Tribunal of Inquiry. The Executive Committee suggested the names of the tribunal to whom invitations have been sent. PCATP is awaiting consent from members to be the part of the tribunal.



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3.14 SHOW CAUSE NOTICE FOR PROFESSIONAL MISCONDUCT: The Registrar informed the house that, Secretary General, Architects Association of Gujrat had filed complaints against registered members of PCATP for professional misconduct and illegal practice by non-Architects. Show-cause notices were issued to Ar. Syed Ai Zain, Ar. Zubair Ahmad, Ar. Mohsin Iqbal Deo, Plnr. Ijaz Ahmed, Ar. Naqi Abbas, Ar. Umair Ahmad, Plnr. Asif Nadeem, Plnr. Yahya Khan and Plnr. Muhammad Imran Niaz.

3.15 ACTION TAKEN BY THE COUNCIL ON PRE-QUALIFICATION NOTICES APPEARING IN NATIONAL PRESS: The Registrar informed the members that, Council is fully aware of pre-qualification notices appearing in national newspapers by public and private sector organizations. PCATP has written 51 letters during this reporting period and 17 responses have been received from various departments/organizations.

3.15.1 She further informed that, PCATP has issued 02 public notices during the reporting period; the first public notice was published on April 6 2020, in Daily DAWN, THE NEWS, Nawa-e-Waqt and JANG. As a follow up of this notice 79 letters titled "COMPLIANCE OF PCATP ORDINANCE 9 OF 1983" were sent to all Development Authorities, Cantonment Boards, DHA's and Local and Rural Development Departments of each province including Gilgit-Baltistan, Government, and PPRA.

3.15.2 Second notice was published in Daily DAWN and JANG, on July 11 2020. A total of 75 letters were sent to the organizations that had not responded to the earlier letter of April 2020. After the second notice responses have been received from Lahore Development Authority, Peshawar Development Authority, Swabi Development Authority, Khagan Development Authority, Multan Development Authority, DHA-Bahawalpur and Cantonment Boards of Multan, Mardan, Okara, Walton, Malir and Clifton Cantonment Boards Karachi.

3.16 COMPLIANCE LETTERS TO EDUCATIONAL INSTITUTIONS: The Registrar informed the House that during the reporting period, 63 Letters were sent to various academic heads of 33 architectural and town planning institutions/universities on May 29, 2020 with subject to compliance to HEC/PCATP requirements for faculty appointment, hiring, training and promotion for regular full time and visiting faculty. A few institutions followed the first deadline. A follow up letter to all institutions was again sent on June 26, 2020.

3.17 ARCHITECTURAL DESIGN COMPETITION: Three architectural design competitions are underway and the Council shall very soon announce the following design competitions;

3.17.1 Architectural Design Competition for Establishment of National Film Academy at Islamabad.

3.17.2 National Architectural Design Competition for a Pakistan Park and Museum in lands adjacent to Quaid's Mazar, Karachi.



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3.17.3 Design Competition for the Design of Pak University of Engineering and Emerging Sciences in the premises of the area formerly known Prime Minister House Islamabad.

She further informed that PCATP shall publicize these competitions through National dailies, PCATP Facebook page and PCATP website.

3.18 CONTINUOUS PROFESSIONAL DEVELOPMENT PROGRAM (PILOT PHASE): The Registrar informed the house that during the reporting period a total of 24 CPD events were held and allotted CPD points majority of these events were organized by IAP and its Chapters Karachi, Lahore, Islamabad-Rawalpindi and Peshawar and BAE-IAP.

3.18.1 She informed the audience that 2 faculty development workshops organized by NUST Islamabad and Dawood University of Engineering & Technology and a seminar was organized by NED University of Engineering and Technology Karachi

3.18.2 One CPD event was organized by PCATP in Lahore in collaboration with Pakistan Green Building Council and Pakistan Energy Efficiency Conservation Agency.

Details about CPD will be presented by Ar. Amir Nazir Chaudhry (Vice Chairman, Architecture) in any other item of the Agenda.

3.19 ASSISTANCE OF PCATP IN DIFFERENT ASSIGNMENTS:

3.19.1 Ar. Amir Nazir Chaudhary, Vice Chairman Architecture, PCATP, represented PCATP in the meeting held at Sindh Secretariat regarding notification in pursuance of the decision taken in the provincial cabinet meeting.

3.19.2 Ar. Farhatullah Qureshi regularly represented PCATP in regular meeting held by Pakistan Standards and Quality Control Authority (formerly Pakistan Standards Institution), Karachi.

3.19.3 Ar. Muhammad Arif Changezi represented PCATP in meetings of SBCA Professional Licensing Committee held at SBCA, Karachi.

3.19.4 Ar. Muhammad Kamran Ansari represented PCATP in Technical Committee on dangerous buildings.

3.19.5 Ar. Syed Akeel Bilgrami represented PCATP on SBCA's advisory Committee or amendment in SBCO and Karachi Building and Town Planning Regulations (KB&TR)2022.

3.19.6 Chairman Kalim A. Siddiqui is the member of Board of Directors in Sindh Mass Transit



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Authority, Government of Sindh. On his behalf, Vice Chairman (Architecture) is representing PCATP on this Board.

3.19.7 Ar. Asad I.A Khan represents PCATP in Sindh Master Plan Authority.

3.19.8 Ar. Faizullah Qureshi represents PCATP in LDA Bye-Law committee, on the behalf of Chairman PCATP.

3.19.9 Ar. Syed Arif Shah represents PCATP in the SBCA committee constituted under order of Honorable Supreme Court of Pakistan.

3.20 RAWALPINDI HOUSING SCHEME: The Registrar, regretfully informed the house, that there is no progress in this matter. As per executive committee decision refund of the original amount to the RHS members is being given with an understanding that if PCATP get begins any profit after the sale of RHS land proportionate share on the deposited amount, and its period of retention with PCATP shall be paid to them, or to their legal heirs.

3.20.1 She informed the house that to date only 158 out of a total 645 members of this scheme have taken their refund. The remaining 507 members have not shown any interest. The details Regarding RHS are available in the Annual report.

4.0 AGENDA ITEM NO.4: PRESENTATION OF THE AUDITED ACCOUNTS OF THE COUNCIL FOR THE FINANCIAL YEAR 2019-2020

4.1 The Registrar informed the house that the signed copy of the audited accounts has been placed in the Annexure-K to the Annual report. The Audited Accounts of PCATP were presented before the members.

4.2 The Registrar requested the house to approve the audited accounts,

Resolution No.02

The Resolution was proposed by Ar. Sohail Anwar Saeed and seconded by Ar. Arif Changezi, the Council adopted and approved the audited accounts of the Council for the year 2019-2020.

5.0 AGENDA ITEM NO.5: PRESENTATION OF THE ANNUAL BUDGET OF THE COUNCIL FOR THE FINANCIAL YEAR 2020-2021

5.1 The Registrar presented the Budget 2020-2021, She explained in detail the reasons for increase budgeted amount in certain heads in comparison to the previous year.



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Resolution No.03

The House approved the Annual Budget for the year 2020-2021. The resolution was proposed by Ar. Atif Osmani and Dr. Muhammad Arif Khan and was seconded by Plnr. Shabih ul Hassan Zaidi.

6.0 AGENDA ITEM NO.6: APPOINTMENT OF AUDITORS

6.1 The Registrar informed the house, that M/s. Steven Moore, Chartered Accountants are willing to provide the auditing services to PCATP for a fee of Rs. 90,000/=, last year they were paid Rs. 85,000/- for rendering this service. She further informed that the amount of Rs. 90,000/- included audit of both PCATP and RHS accounts.

Resolution No.04

The Council decided to continue retaining the services of M/s. Steven Moore, Chartered Accountants as Auditors for the fiscal year. 2019-20. Ar. Atif Osmani proposed and Plnr. Mubushar Hussain seconded the resolution for appointment of auditors for the year 2019-2020.

7.0 AGENDA ITEM NO.7: ANY OTHER BUSINESS

7.1 Lessons From CPD Pilot Phase: The Registrar PCATP, requested Ar. Amir Nazir Choudhry, PCATP Vice Chairman (Architecture) who is also Chairman of PCATP Professional Development Board to share details of CPD and lessons learnt during the pilot phase of CPD program.

7.1.1 Ar. Amir Nazir Choudhry, PCATP Vice Chairman (Architecture) provided a brief introduction of the CPD program. The salient points of his presentation are as follows;

- CPD program was approved in principle at the 2016 AGM. However, the house suggested that certain improvements before launching the program.
- Ever since that time the subsequent Executive Committees had been working on the proposal, to develop the procedure and other modalities of CPD program.
- The present Executive Committee has launched a Pilot program from 2019.

7.1.2 He talked about the benefits of CPD program, such as,

- Better quality training; up to date information about emergent skills
- Introduction to better approaches and methods
- Optimized training and learning environment
- Increased individual and collective confidence
- Enhanced reputation and job satisfaction
- Improved career prospects and employability
- Improved professional status.



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7.1.3 He reiterated the commitment of the Council to continue with the CPD program and to make it available to the PCATP members all over the country.

7.1.4 Regarding the procedural aspect of the program, Vice Chairman informed the members that for all members below the age of 60 years, they will have to earn 4 CPD points during the year 2021. In 2022, this will be 5 CPD points, thereafter from 2023, it will be mandatory for every PCATP registered Architect to earn 6 CPD points for renewal of his membership.

7.1.5 CPD points requirements for members above 60 years age shall be half of those required to be earned by members below 60 years age.

7.1.6 The CPD provider can be a professional institute, such as,

- Institute of Architects, Pakistan or any other similar agency.
- All PCATP accredited educational institutions in the country.
- Building material/component suppliers and manufacturers in the country.

7.1.7 Based on the size of the urban areas, initially the CPD activities shall be held at

- Lahore, Karachi, Hyderabad, Multan, Gujrat, Rawalpindi, Islamabad, Peshawar and Quetta.
- However, later on the whole system will be handled through webinars and such other electronic means.

7.1.8 If a registered Architect does not fulfill the requirements of CPD system, PCATP may impose any one or more of the following penalties;

- Architect may be required to follow an approved remedial program of CPD within a period specified by Professional Development Board (PDB).
- Suspension of PCATP registration for a period of up to 02 (TWO) years or more if necessary.
- Any other condition that PDB may impose before renewal is permitted.

7.1.9 He informed the house that CPD program was to be implemented in phases, so as to facilitate the members and CPD providers in getting acquainted with the program. After the Pilot phase and partial implementation, full implementation phase was supposed to start from 31st July 2020. However, due to the current pandemic situation, full implementation has been deferred till further notice.

7.1.10 Ar. Amir Nazir Choudhry presented the following list of topics for CPD program;

- Ethics of Architecture.
- Business, Client and Services
- Contract vetting/Legal and Statutory Compliance



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- Design, Construction and Technology
- Building Information modeling – BIM
- Pakistan Fire Safety Guidelines
- Building Conservation and Heritage
- Places, Planning and Community living standards
- Urbanization and changing trends in Architecture

7.1.11 He informed the house that it is extremely easy for any member to earn CPD points and elaborated the various categories of CPD activities;

- The first category DEVELOPMENT CATEGORY, includes activities such as, conferences, workshops, seminars lectures, short courses etc.
- The second category is termed as INDIVIDUAL ACTIVITIES, include activities like writing a research paper, authoring a book, managing/organizing technical events, serving as juror in an architectural competition or in a school of architecture, serving on committees of PCATP, IAP and professional bodies, having interns in their offices, participation in the AGM of a professional body, etc. A complete list of Development and Individual activities along with the corresponding CPD points is available on PCATP website.
- He stated that a member can earn CPD points by doing anything, for Architects, for the Society, for the Profession. Any activity beyond the regular professional activities is eligible for award of CPD points. Therefore, it is very easy to accumulate five or six points and cannot certainly be seen, as a burden on anyone especially with all these online systems coming in place.

7.1.12 LESSONS LEARNT: Ar. Amir Nazir, shared his experiences in managing the CPD program. The list of points that need tweaking from the side of PCATP are as follows; (The corrective measures are listed in brackets).

- Difficulty in gathering and sorting attendance data. (Cell phone app being developed to overcome this issue)
- Short notice for announcement of the event. (PCATP shall issue a calendar of events and develop better coordination with CPD providers)
- Difficulty in attendance during office hours for young Architects (Events to be held in the evening and weekends. Encourage the offices to facilitate attendance of staff).
- Difficulty is physical spread to smaller towns and cities. (Introduction of online portals and applications)
- Suppliers and Manufacturers not yet tapped for CPD events.
- Improvement in attendance of events due to CPD recognition.

7.1.13 In the end he showed a preview of the CPD cell phone app being developed for PCATP. He explained the various features of the app to the members, besides other features such as, updating of personal profile, calendar of CPD events, individual CPD point status, etc. The app will have a feature



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to evaluate and grade a CPD program and can also correct the CPD points data, in case PCATP staff has not recorded correctly.

7.1.14 The Registrar, PCATP thanked Ar. Amir Nazir Chaudhry for giving a presentation on CPD.

7.2 Resolution passed by PCATP Executive Committee (2019-2021) in its 115th Executive Committee for adoption by the Council. Resolution attached as Annexure A to the agenda.

7.2.1 The Registrar PCATP requested Vice Chairman Town Planning, Plnr. Khurram Farid to present the resolution proposed by the Executive Committee.

7.2.2 Vice Chairman (Town Planning) Plnr. Khurram Farid read out the following resolution; Resolution No.5 of 107th ECM to be incorporated in Bye-law 78 as "The degree requirement for registration as Town Planner may be as under: First Professional Degree i.e., 4 years B.Sc. in City and Regional Planning after F.Sc.(Pre-Engineering/A level with Math, Physics, Chemistry) covering the courses/syllabus approved by the Higher Education Commission (HEC) for B.Sc. City & Regional Planning. The first professional degree should be recognized by the National Town Planning Council of the respective country. The Second Schedule to be re-visited and registration be given on First Professional degree only in both disciplines (Architecture and Town Planning)".

In the 115th Executive Committee meeting, Dr. Plnr. Obaidullah Nadeem proposed and Prof. Dr. Muhammad Atiq ur Rahman, seconded the resolution for adoption and presentation to the General Body.

7.2.3 He requested the house to approve the resolution passed by the executive committee.

7.2.4 Registrar PCATP, announced that since the matter relates to the profession of Town Planning, therefore as per PCATP Byelaws only members from Town Planning profession shall vote for adoption of the resolution.

Resolution No.05

On a motion moved by Plnr. Shaker Mahmood Mayo and seconded by Plnr. Dr. Rizwan Hameed and Plnr Fauzia Rizwan for approval.

7.2.5 Registrar PCATP announced that the resolution stands approved and will be sent for gazette notification, so as to be included in byelaw 78-1A of PCATP Byelaws.

7.3 Explanation of Sub Section IV of Bye-law 115 on registration of firms to be approved by the Council. Explanation attached as Annexure-B to the agenda.



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7.3.1 The Registrar PCATP, provided a brief background about Byelaw No. 115. She informed the house that due to lack of clarity in sub-section 4 of PCATP byelaw 115, the Enrollment Committee is facing problems in registration of AE firms. The specified byelaw and its explanation are as follows;

“Bye-law 115: The shareholdings of partners/shareholders of a firm to be eligible for registration shall be as follows:

- 1) In case of architectural firms at least Fifty-one percent of a firms' share must belong to PCATP registered architect of the firm so registered with the Council.
- 2) In case of a town planning firm at least Fifty-one percent of its shares must belong to PCATP registered town planner of the firm so registered with the Council.
- 3) In case of architecture + town planning firms at least forty percent of its shares must belong to PCATP registered architect of the Council and at least forty percent of its share to PCATP registered town planner of the Council.
- 4) In case of Architecture/Town Planning & Engineering (AE) firm or Engineering & Architecture/Town Planning (EA) firm at least 40% of its share must belong to PCATP registered members”.

“Explanation of Sub Section IV of Bye-law 115: Architecture/Town Planning & Engineering (AE) firm; means the firm is registered to work in the fields of both disciplines i.e. Architecture and Town Planning.

- In such a case, the firm must have a registered Architect and a registered Town Planner as partners holding 40% shares each in such a firm to be eligible for registration with PCATP as an AE firm. A maximum 20% share can be held by the partner from the Engineering discipline, and must hold a valid registration with Pakistan Engineering Council (PEC) as a Professional Engineer.
- However, in case the AE firm desirous of working in a single discipline, i.e. Architecture or Town Planning, the majority shareholding of the firm shall be held by PCATP registered Architect or PCATP registered Town Planner. The partner from Engineering discipline shall not be the majority shareholder in the firm and must have a valid registration with PEC as a Professional Engineer. Engineering & Architecture/Town Planning (EA) firm; means the firm is registered to work in the fields of both disciplines i.e. Architecture and Town Planning.
- PCATP shall not register any firm in this (EA) category till such time that PEC develops the criteria for registration of Architectural and/or Town Planning firms with PEC.

7.3.2 She expressed the opinion of the enrollment committee, which thinks that the explanation of sub-section 4 of byelaw 115, does not clarify the conditions for enrollment of an AE firm. She requested the house to allow the executive committee to deliberate on this byelaw, and revert to the general body with their recommendations for approval through an EGM.



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7.3.3 The Chairman described in detail the problems faced in registration of AE firms, he requested the house to allow the Executive Committee to revisit and deliberate Byelaw 115, discuss the matter with various stakeholders and then make acceptable and clear recommendations. The recommendations of the Committee will be placed before the general body for approval, maybe through an EGM on the subject matter.

7.3.4 Secondly, he announced that the Council intends to make CPD obligatory. However, based on the data acquired during the pilot phase of the program and the problems highlighted during the process, he emphatically clarified that nobody is losing any license, since the final implementation phase has not started as yet.

7.3.4 He expressed that the Executive Committee must deliberate upon the CPD program as well and recommend the necessary procedural changes.

7.3.5 He informed the house that Architectural Competency Examination (ACE) was approved by AGM in 2018. As such, the present Executive Committee is required to follow the decision made by the general body and develop a system to implement the same. After the announcement of ACE, the Executive Committee received a number of suggestions, as well as, agitation from young Architects.

- He requested the house to allow the Executive Committee to further deliberate and recommend the curriculum, system and procedure of conducting ACE.
- He requested the house for approval to deliberate further, and prepare a document on CPD, Architectural Competency Examination and the Firm registration to be taken up afresh and submit the same for approval to the General Body.

Resolution No.06

The resolution was proposed by Ar. Atif Osmani, Ar. Arif Belgaumi and was seconded by Plnr. Shaker Mahmood Mayo and Ar. Umar Saeed for approval.

7.4 Vice Chairman (Town Planning) after taking permission from Chairman PCATP informed the house about the various committees that he had been part of during the last year;

- Part of NAFTA Naya Pakistan Housing Authority.
- Working on Draft of National Urban Policy of Pakistan.
- Given input for the KPK Land-use Act 2020
- Quetta Development Authority, Private Housing Scheme Rules, 2019, and 2020
- CDABylaws and Housing Scheme Modalities
- LDA Building Bylaws, Land Use Rules and Regulations.
- Part of Federal Commission for the review of Islamabad Master Plan.
- Working with Dr. Obaidullah Nadeem on service structures for Town Planners
- Working on formulation of program for CPD for town planners,



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7.4.1 He requested the Chairman PCATP and Registrar PCATP, to get approval from the house to start non-obligatory CPD program for planners.

7.4.2 Chairman PCATP, interjected and said; "I think, when we were doing the CPD. There was NO, from the Executive Committee Members (Town Planners). They were not very happy with the CPD. But if you do not have any problem now, you don't have to ask anyone just start the process. I don't see any problem there".

7.4.3 Plnr. Khurram Farid, acknowledged the comment from Chairman PCATP.

7.4.4 Vice Chairman (Planning) informed the house about the issue of technical allowance raised by Town Planners and Architects, working in public sector organization. He apprised the house about the actions taken by the Chairman PCATP in this regard. He also informed the house that Chairman PCATP had assigned him the task to formulate a mechanism to initiate discount cards for PCATP members. He further informed that very soon the members will receive their discount cards.

8.0 AGENDA ITEM NO.8: Closing comments by the Chairman PCATP

8.1 The Chairman PCATP, in his closing remarks shared his thoughts on the following;

- He informed the audience that since this was first time an AGM has been held on webinar and may feel frustrated for not being able to speak, as is normal in a conventional form of holding an AGM.
- Unfortunately, the online approach had to be adopted due to the present pandemic situation. Due to paucity of time it was not possible to allow members to speak. As an alternate to this it was decided that the members shall send in their questions in the Q&A portion of the website.
- He assured the house that all questions/comments received will definitely be answered and will be included as a part of the AGM minutes. Furthermore, he informed the house that the PCATP documentary prepared by the present Executive Committee has been placed on PCATP website.
- He thanked the audience and advised them to take precautions against COVID-19 and wished them to stay safe and well.

Dated: 21st September, 2020

Ar. Plnr. Kalim Ahmad Siddiqui
Chairman PCATP