

DIRECTORATE OF WOMEN DEVELOPMENT, PUNJAB 6-COLLEGE BLOCK, WAHADAT ROAD, LAHORE

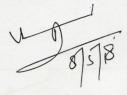
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MINUTES OF 9th MEETING OF MANAGEMENT BODY OF PUNJAB WORKING WOMEN ENDOWMENT FUND (PWWEF) SOCIETY

9th meeting of Management Body of Punjab Working Women Endowment Fund (PWWEF) Society was held on 30.04.2018 at 01:00 P.M. under the Chairpersonship of Secretary Women Development Punjab in the Committee Room of Women Development Department.

- 2. The following attended the meeting:
 - Madam Bushra Aman, Secretary, Women Development Department / Chairperson PWWEF Society.
 - 2. Muhamad Arshad Baig, Director, (DWD) / Secretary PWWEF Society.
 - 3. Ms. Mahwish Sarwar Khan, Assistant Chief, P&D Department
 - 4. Ms. Sarwat Shaheen, SO (IC&YA), Finance Department
 - 5. Ms. Saira Jabeen, Research Officer, L&PA Department
 - 6. Muhammad Sajid, CFA, Punjab Pension Fund.
 - 7. Ms. Urwa Fahim, Dean Social Sciences, Kinnaird College, Lahore
 - 8. Ms. Rukhsana Khan, Rep. of Women Chamber of Commerce and Industry.
- 3. Meeting started with the recitation from the Holy Quran. Chairperson PWWEF Society welcomed the participants. The agenda items were discussed one by one. After detailed deliberations, Management Body took the following decisions: -

AGENDA ITEM	PROPOSALS/ DISCUSSIONS	DECISION
Minutes of 8th Meeting	Minutes of 8 th meeting of the Management Body held on 27.03.2018 were placed before Management Body for confirmation.	confirmed the minutes of 8



Approval of Budget of PWWEF Society

Rectified budget for FY 2017-18 was presented for approval.

- Chair proposed to rationalize the budget as PWWEF may not be able to procure the Machinery & Equipment as well as Furniture & Fixture during current financial year.
- Members proposed to make selfexplanatory budget and Chair directed to give breakup of total income reflected in budget.
- Chair proposed that before placing the amount in TDRs, PWWEF Society may share the offered rates with following sub-committee:
 - a) Secretary, WDD (In Chair)
 - b) GM PPF, (Member)
 - c) Rep. of FD (Member)
 - d) Rep. of WCCI (Member)

- i. Management body unanimously approved the budget for \$\frac{\pi}{2}\$ 2017-18 with few rationalizations/amendments (Annex-A).
- ii. Management body unanimously approved the constitution of a sub-committee to finalize the rates before placement of funds in TDR. Composition of the Sub-Committee will be as under:
- (a) Secretary, WDD (In Chair)
- (b)Director, DWD (Secretary)
- (c) GM PPF,
- (Member)
- (d)Rep. of FD
- (Member)
- (e) Rep. of WCCI (Member)

Approval of payment to DGPR

It was informed that PWWEF Society has to pay Rs. 787,141/- to the DGPR for publication of advertisement of Punjab Working Women Endowment Fund Society.

It was proposed that Management Body may approve the disbursement of payment of Rs. 787,141/- in favor of DGPR against bill No. 5119185580.

All the members of PWWEF Society recommended for the approval of payment to DGPR

Management body unanimously approved the disbursement of payment of Rs. 787,141/- to DGPR



Hiring the services of conceltant/s under Short Consultancy for:

It was informed that PWWEF Society may finance studies on need basis to fulfill the purpose and functions, in line with the objectives of the Society. Draft ToRs to hire the services of consultant firm under short consultancy on following tasks were presented before Management body for approval.

Management body decided to obtain comments from Consultancy Wing, P&DD on draft ToRs by 22.05.2018.

- Gap identification of services provided in WWHs of WDD
- Feasibility study for the establishment of WWH in Narowal, District HQ
- > Gap identification of the services provided in 16 WWHs operated by WDD
- ➤ Feasibility study for the establishment of WWH in Narowal, District HQ

Chair suggested that comments may be obtained from Consultancy Wing, P&DD on draft ToRs. The proposal was duly supported by the Rep. of P&DD

Meeting ended with a vote of thanks to and by the Chairperson.

Director, DWD/ Secretary, PWWEF Society



Budget of PWWEF Society

(01-07-2017 to 30-06-2018) Budget Estimates (B.E) Total					
	Grants	(In Rs.)	Total		
	WEF society (First Release) Carry forward (2016-17)	295,000,000			
Grants for PVV	WEF society (Frist Release) Guilt Institute (Second Release)	105,000,000			
Frants for PVV	Total Grants Released	400,000,000			
		NAME OF THE OWNER OWNER OF THE OWNER OWNE			
	Balance on 01-07-2017				
- E- 10 Marie		4.075.470			
Profit on First	TDR @ 5.75 % for 3 Months (Carry Forward 2016-17)	4,275,479 2,149,559			
Profit on PLS	account (July 2016 to June 2017) (Carry forward (2016-17)				
	Total Balance Carry Forward	6,425,038			
		15,186,995			
	Income	15,160,993			
	20 20 20 20 20 20 20 20 20 20 20 20 20 2	4,275,479			
Profit on Seco	nd TDR @ 5.75% for 3 Months (01-07-2017 to 29-09-2017)	4,270,170			
Profit on Third	TDR @ 5.75% for 3 Months (01-10-2017 to 30-12-2017)	4,326,601			
Profit of Forth TDR @ 5.90% for 3 Months (01-01-2017 to 02-04-2018)		4,541,382			
Estimated Profit on Fifth TDR @ 5.91% for 3 months (01-03-2018 to 31-05-2018)		1,547,143			
Profit on PLS account (July'2017 to June'2018)		496,390			
Profit on PLS			21,612,03		
	Total Income				
	<u>Expenditure</u>				
(A)	Grants				
i.	Grants for disbursement in line with objectives of PWWEF Society	15,000,000			
	2-2-2-2-2-2-2-2-2-2-2-2-2-2-2-2-2-2-2-	400,000			
(B)	Salaries	5,946.1			
	O Alla - Evinances	1,178,000			
(C)	Operating Expenses Telephone + Internet	23,000			
<u> </u> -	TA/DA	50,000			
ii.		50,000			
iii.	Stationary Stationary	1,000,000			
iv.	Publicity & Advertisement	15,000			
V.	Postage & Courier Entertainment	30,000			
Vi.		10,000			
vii.	Others				
(D)	Purchase of Machinery & Equipment	100,000			
i.	Laptop(1)	75,000			
ii.	Printer (1)	25,000			
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(E)	Furniture & Fixture	100,000			
(E) L		1,500,000			
1	Payment to Others for Service Rendered				

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Grand Total (Expense)

Accoutant (PWWEF)



TDR Profit Details						
TDR Invtested	Date of Placement	Principle Amount	Interest Rate	Maturity Date	Profit Earned	Remarks
1st TDR	31/03/2017	295,000,000	5.75%	30/06/2017	4,275,479	Profit retained
2nd TDR	1/7/2017	295,000,000	5.75%	29/09/2017	4,275,479	Profit reinevested
3rd TDR	1/10/2017	299,275,479	5.75%	30/12/2017	4,326,601	Profit reinevested
4th TDR	1/1/2018	303,602,080	5.90%	2/4/2018	4,541,382	Profit reinevested
5th TDR	1/3/2018	105,000,000	5.91%	31/05/2018	1,547,143	Deceision Req: Whether to be re- invested or retained
		Total Profit ear	ned		18,966,084	

Month	Profit	Tax Deduction	Net Amount
Jan-17	604,508.51	(60,450.85)	544,057.66
Feb-17	850,194.74	(85,019.47)	765,175.27
Mar-17	913,686.56	(91,368.65)	822,317.91
Apr-17	6,595.46	(659.54)	5,935.92
May-17	6,807.14	(680.71)	6,126.43
Jun-17	6,606.44	(660.64)	5,945.80
Jul-17	15,147.63	(1,514.76)	13,632.87
Aug-17	19,144.40	(1,914.44)	17,229.96
Sep-17	18,579.95	(1,857.99)	16,721.96
Oct-17	19,252.54	(1,925.25)	17,327.29
Nov-17	18,684.90	(1,868.49)	16,816.41
Dec-17	19,361.28	(1,936.12)	17,425.16
Jan-18	40,947.09	(4,094.70)	36,852.39
Feb-18	337,112.34	(33,711.23)	303,401.11
Mar-18	23,313.72	(2,331.37)	20,982.35
Apr-18	20,000.00	(2,000.00)	18,000.00
May-18	20,000.00	(2,000.00)	18,000.00
Total	2,939,942.70	(293,994.21)	2,645,948.49

Total Income 21,612,032

30/4/18