



# PAKISTAN ASSOCIATION OF AUTOMOTIVE PARTS & ACCESSORIES MANUFACTURERS

REGD. UNDER TRADE ORGANISATION ACT, 2013

(ISO 9001: 2015 Certified)

To all Members of the Executive Committee, PAAPAM

**Subject: Minutes of 4th Meeting of Central Executive Committee (MC) of PAAPAM**

Dear Sir(s),

Minutes of the 4th meeting of EC held on Tuesday, June 28, 2022, at 3.30 PM at PAAPAM Office, through Zoom, are being reproduced for your information and record.

1. Talwar-e-Kalame Paak.

The meeting was begun with the recitation of some verses from the Holy Quran by the EC member Mr. Umar Abdullah.

2. The House discussed the minutes of the 3rd EC meeting held on April 5, 2022, already circulated.

**Decision:** The minutes were approved by the House unanimously.

3. The election schedule for PAAPAM for the years 2022-2023 was put under discussion. The Secretary-General displayed the schedule on LED and explained the legal rationalities associated with every activity.

**Decision:**

After the deliberation and checking of the legalities, it was declared good to announce. **The copy is annexed.**

#### 4. Formation of Elections Commission

An election commission was required to be constituted to supervise the whole election process as per the rules of the DGTO. The following gentlemen had already communicated their consent to accept this responsibility:

**Decision:** The House adopted the following gentlemen as the elections commission with the consensus:

- Mr. Muhammad Siddique Misri, Baluchistan Wheel: Chairman
- Cap (R) Muhammad Akram, Houx Engineering: Member
- Mr. Muhammad Tahir Abbass, Super Engineering Company (Pvt) Ltd: Member

5. The following members had been suspended under the objections filed by some members for exercising their rights of votes unless they supplied this office with the required documents to get themselves restored:

- M/s Teel Electronics - The company is not an auto producer.
- M/s Albadar Engineering Works- GST status was not active
- M/s Prime Chemicals-They are not working with any OEM, which was our important requirement.

#### Head Office

16-B, Westwood Colony, Thokar Niaz Baig, Lahore- Pakistan.

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#### Zonal Office

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Korangi Industrial Area, Karachi-Pakistan.





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**Decision:** The Secretary-General was directed to give them final notice to remove the deficiencies. Meanwhile, their membership would remain suspended.

6. The House was satisfied with the performance of Mr. Ghulam Murtaza, Secretary General, and Mr. Anas Haroon, Project Manager, who were on a one-year contract.

**Decision:**

The House unanimously extended their contracts for the next two years for Mr. Ghulam Murtaza Siddique, Secretary-General, and Mr. Anas Haroon, Project Manager.

7. The House was informed that two more employees, Mr. Muhammad Awais (Office Boy) and Miss Muskan Asif (AM Projects), had been appointed against the resignations of Miss Tahreem Sajid and Mr. Muhammad Shabir.

**Decision:**

The House approved unanimously.

8. The House also discussed the progress of the membership survey of PAAPAM Members' files missing documents. The Secretary-General said that the project was still to be completed due to the slow response of the members. It was also decided to get feedback from the members if they were satisfied with the services PAAPAM offered.

**Decision:**

The House decided that PAAPAM would restart the survey after the elections and PAPS 2022. And also send a feedback form to the members to assess the member's satisfaction to be in line with our quality policy.

9. The Chairman, Abdur Razzaq Gauhar tabled the pending HR policy of PAAPAM. It had been previously circulated to the members to go through.

**Decision:**

The House appreciated the move and approved the document unanimously.

10. The House granted a special exemption to Mr. Sheikh Mehboob Ashraf CEO M/s Advance Concern Tech, for exercising his right to vote/ contest election, if any, on the grounds of his cardiac surgery if he would be unable to come physically to participate in the elections activities.

11. The Chairman informed the House that the annual increments of the staff were due with effect from July 1, 2022.

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**Decision:**

Keeping the economic situation and the increments announced by the Govt., the House very kindly granted the 20% increments for all employees of the association, both North and South.

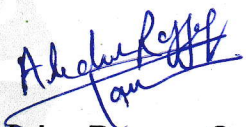
12. To make PAAPAM the best supporting organization, the quality policy of PAAPAM Vide ref.# CMS-ORG-QP: Quality Policy Issue # [01] Revision # [00] May 1, 2021, of PAAPAM, was reviewed by the House.

**Decision:**

The House approved the policy for the next year with consensus.

Best regards

  
Ghulam Murtaza  
Secretary General

  
(Abdur Razzaq Gauhar)  
Chairman

CC to :  
Secretary, PAAPAM, South



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