

MINUTES OF THE MEETING OF THE INFORMATION COMMISSION HELD ON AUGUST 01, 2019 AT 11. 00 AM.

A meeting of the Information Commission was held on August 1, 2019, in the office of Chief Commissioner at 11.00 AM. The following attended:

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| 1. Mr. Azmat Hanif Orakzai,
Chief Information Commissioner | In Chair |
| 2. Miss Mah Talat
Commissioner-I | Member |
| 3. Mr. Riaz Khan
Commissioner-II | Member |
| 4. Mr. Ishtiaq ur Rehman
Budget & Account Officer | Member |
| 5. Noor Said
Administrative Officer | Member-cum-Secretary |

Mr. Ishtiaq ur Rehman, Budget & Account Officer recited few verses from the Holy Quran. The Chairman welcomed the participants and invited the Administrative officer to brief the Commission about the agenda already circulated amongst all concerned. The following items were discussed and decisions taken on each as indicated below:

ITEM NO. I- CHANGE OF SIGNATORY FOR DRAWAING AND DISBURSING OF SALARIES AND DELEGATION OF FINANCIAL POWERS OF THE CHIEF COMMISSIONER.

The Chief Information Commissioner of the Information Commission, shall retire on August 02, 2019 (AN). Amongst two signatories for withdrawal of the amount from the bank, one of them is the Chief Information Commissioner. For smooth functioning of the Commission, it is necessary that one of the Commissioners may be assigned the responsibility to sign checks and release salaries of the Officers/Officials and other payments under the delegation of financial powers.

Decision:

After discussion, the Commission agreed that Miss Mah Talat, Information Commissioner-I, shall be the 2nd signatory with Budget & Accounts Officer. Commissioner-I, shall also be authorized to sanction salary of Officers/Officials, payment to interns and all other amounts required to be paid from the Grant-in-Aid provided by the Provincial Government in the Budget 2019-20 and the surplus amount available from the previous grants. She will also exercise the financial powers delegated to the Chief Information Commissioner vide notification no. RTIC/B&A/2-1/2014, dated 01/12/2014 till the arrival of new Chief Information Commissioner.

In addition to the above, the Commission also decided that Comm-II shall look after the work of Secretary till further orders.

ITEM NO. II- EXTENSION OF INTERNSHIP PERIOD.

The Commission was briefed that a total of seven interns were hired after approval of the Chief Minister, to work in the Divisional headquarters of the province and act as focal persons of the Information Commission. The period of the interns will be expire on September 07, 2019. The Interns hence, therefore, requested for extension in their contract period.

Decision:

The Commission unanimously agreed that a summary shall be moved in the 3rd week of august, 2019, to the Chief Minister, for extension in the internship period for one year.

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ITEM NO. III- RETIREMENT PLAN AND INCREASE IN SPECIAL ALLOWNACE FROM 20% TO 30%.

Decision:

After discussion the item was deferred till the approval of Service Rules of the Information Commission already in pipeline. Furthermore, the Budget and Accounts Officer, have been assigned the task to work on retirement benefits and prepare draft rules. The said rules will be presented in the next meeting of the Commission for consideration.

ITEM NO. IV- GRANT OF HONORARIA FOR THE YEAR 2018-19

The Officer and Officials of the Information Commission have requested the Chief Information Commissioner for the grant of honoraria as the employees of the KPIC put collective efforts for the effective implementation of the RTI Law. They worked on different projects with donor agencies, like GIZ and CGPA in development of manual for proactive disclosure of information, maintenance of public record and development of file tracking software. Work with GIZ team for development of methodology for measuring RTI implementation, organization and facilitation seminars/workshops for general public, training sessions for Govt. functionaries (PIOs) and facilitates Community Social Audits.

Decision:

The Commission appreciated the collective efforts of all the sections of the Commission for effective implementation of the RTI Law and approved 50% honoraria of their basic pay.

ITEM NO. V- TERMINATION OF PROBATIONARY PERIOD.

The Office Assistants, Computer Operator and Class-IV of the Information Commission submitted applications to the Chief Information Commissioner for regularization of their services as they have completed their first year of probation successfully. The matter is placed before the Commission for appropriate order please.

Decision:

The Commission unanimously agreed and decided that services of the applicants be regularized with immediate effect.

ITEM NO. VI- MEDICAL RE-IMBURSEMENT CASE OF ADMINISTRATIVE OFFICER.

As per medical attendance rules 2016, all government employees are entitled for free medical treatment, including their parents, wife or wives, husband, sisters and minor brothers, step children etc. The father of Mr. Noor Said, Administrative Officer underwent an open heart surgery in the month of November 2018 in Hayatabad Medical Complex, Peshawar. The Admin Officer submit a bill amounting to **Rs. 2, 77, 499/-**, with all requisite documents for reimbursement under the rules in the month of December 2018. The matter remained pending due to the non-completion of the Commission.

Decision:

It was decided that bills be verified/authenticated from DG Health Services through Information Department and further action taken accordingly in line with the decision of the Commission.

ITEM NO. VII- RECOMMENDATIONS OF THE DEPARTMENTAL PROMOTION COMMITTEE (DPC) FOR PROMOTION ON THE POST OF JUNIOR CLERK.

There were two posts of Junior Clerk laying vacant in the Information Commission under the promotion quota. For promotion against the vacant posts a DPC was constituted vide this office notification, dated July 9, 2019. The DPC after test/interview, recommended two

individuals namely Mr. Waseem Sajjad and Mr. Jehanzeb against the two vacant posts. The recommendations of DPC are submitted for approval of the Commission.

Decision:

The Commission approved the recommendations of the Departmental Promotion Committee.

ITEM NO. VIII- APPOINTMENT OF COMMUNICATION ASSISTANT LAYING VACANT IN THE COMMUNICATION SECTION.

A case was moved by the Communication Officer that the post of Communication Assistant was laying vacant since July 28, 2018. However, as the work load is increasing day by day, therefore, a suitable person as per the approved JDs of the Communication Assistant be hired to facilitate the CO. Matter is placed before the Commission for appropriate orders please.

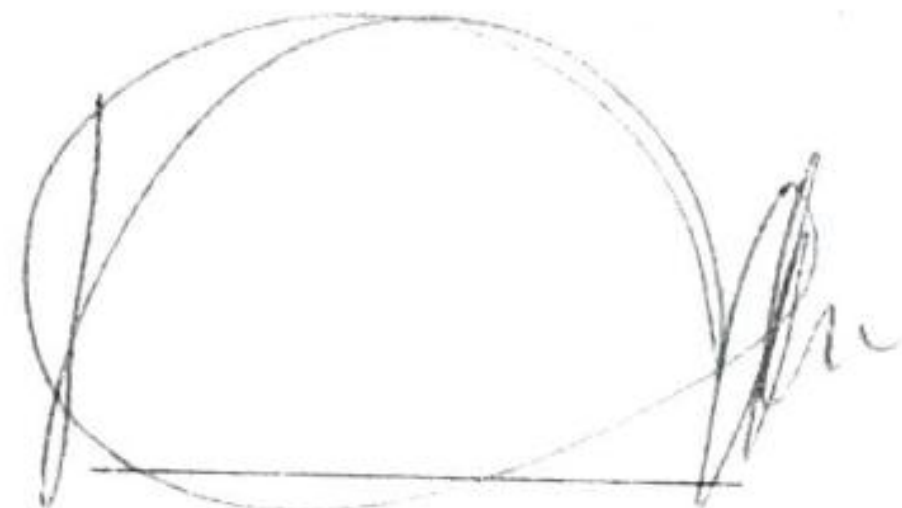
Decision:

The Commission decided that case be taken up with the Administration Department in light of their letter no. SOE-III (E&AD)1-3/2019/Eh.C, dated June 18, 2019, for posting of suitable person to the Commission from the surplus pool.

The meeting was ended with vote of thanks to chair.



**Mah Tallat
(Commissioner-I)**



**Riaz Khan
(Commissioner-II)**



**Azmat Hanif Orakzai
(Chief Commissioner)**