




PAKISTAN INSTITUTE FOR PARLIAMENTARY SERVICES

Dedicated to Parliamentary Excellence

ANNUAL REPORT 2019-20

Prepared By
Capacity Building and Development (CB&D) Wing



QUAID'S WORDS

"The first and the foremost thing that I would like to emphasise is this — remember that you are now a Sovereign legislative body and you have got all the powers. It, therefore, places on you the gravest responsibility as to how you should take your decisions. The first observation that I would like to make is this. You will no doubt agree with me that the first duty of a Government is to maintain law and order, so that the life, property and religious beliefs of its subjects are fully protected by the State."

August 11. 1947
Speech to Constituent Assembly of
Pakistan

LETTER OF TRANSMITTAL

Subject: Submission of Annual Report for the Year 2019-20

Respected Members of BoG,

It is my pleasure to present to you the Pakistan Institute for Parliamentary Services Annual Report for the year 2019-20.

This report has been prepared to fulfill the statutory requirement under Section 11 (e) read with Section 7 (k) of Pakistan Institute for Parliamentary Services Act, 2008.

Section 17 of PIPS Act requires that the Board shall submit to the Parliament an annual report containing the activities of the Institute during a year. The report shall also highlight the objects of the Act achieved by the Institute and shall also give a picture of the finances and future plans of the Institute.

Muhammad Anwar
Executive Director

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ACRONYMS

ADR	Alternative Dispute Resolution	NA	National Assembly
AGP	Auditor General Pakistan	NPCK	National Parliamentarians Conference on Kashmir
APHC	All Parties Hurriyat Conference	NPDC	National Parliamentary Development Course
BOG	Board of Governors	OPAC	Online Public Access Catalog
BYP	Balochistan Youth Parliament	PA	Provincial Assembly
CB&D	Capacity Building & Development Council of Common Interests	PAC	Public Accounts Committee
CCI	Consolidating Democracy in Pakistan	PAOs	Principle Accounting Officers
CDIP	Controller General Accounts	PCM	Project Cycle Management
CGA	Corona Virus Disease 2019	PDP	Parliamentary Development Programme
COVID-19	Commonwealth Parliamentary Association	PIA	Pakistan International Airlines
CPA	China-Pakistan Economic Corridor	PIPS	Pakistan Institute for Parliamentary Services
CPEC	Civil Society Organisations	PKR	Pakistani Rupees
CSOs	Departmental Accounts Committe	PLSP	Pakistan Legislative Strengthening Project
DACs	DG Accountant General	PP	Province of Punjab
DAG	Deputy Director	PPC	Pakistan Peace Collective
DD	Director General	PSCC	Parliamentary Studies Certificate Course
DG	Democracy Reporting International	PPSL	Pakistan Parliamentary Super League
DRI	Executive Director	PRC	Parliamentarians Resource Center
ED	Ease of Doing Business	PSDPs	Public Sector Development Programmes
EODB	Federally Administered Tribal Areas	PSG	Parliamentary Support Group
FATA	Financial Action Task Force	R&L	Research and Legislation Wing
FATF	Friedrich-Ebert-Stiftung	SDGs	Sustainable Development Goals
FES	Federal Investigation Agency	SOPs	Standrad Operating Procedures
FIA	Financial Management Manual / Accounting Procedures	UK	United Kingdom
FMM/AP	Fiscal Year 2019-20	UNDP	United Nation Development Program
FY	Government College University Faislabad	UNSCR	United Nations Security Council Resolution
GCUF	Deutsche Gesellschaft für Internationale Zusammenarbeit	WFD	Westminster Foundation for Democracy
GIZ	Higher Education Commission	WPC	Women Parliamentary Caucus
HEC	Human Resources Management	YPA	Young Parliamentary Associates
HRM	Support to Parliamentary Development in Pakistan	YPF	Youth Parliamentary Forum
IP5	Information Technology	YPO	Young Parliamentary Officers
IT	Khyber Pukhtoonkhwa		
KP	Legislative Development Steering Committee		
LDSC	Monitoring and Evaluation		
M&E	Memorandum of Understanding		
MOUs	Member Provincial Assembly		
MPA			

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PREFACE

This Annual Report covering the period July 1, 2019 - June 30, 2020 has been prepared to fulfill the statutory obligation under the Pakistan Institute for Parliamentary Services Act, 2008. The Section 17 of the Act tasks the Board of Governors (BOG's) to submit to the Parliament Annual Report containing the activities of the Institute during a year. The Report shall also highlight the objects of the Act achieved by the Institute and shall also give a picture of the finances of the Institute. Section 11 (e) of the Act assigns the function of preparing the report and its submission to the Board of Governors (BOG's) by the Executive Director. The Section 7 (k) empowers the Board to approve and submit Annual Report of the Institute to the Parliament.

The Report briefly illustrates the activities and accomplishments of the Institute during the year 2019-20. During the year in focus the Institute achieved its various objectives under the guidance of the BOG's.

To realize the Institute's mandate the Senate and the National Assembly provided generous financial resources in the light of the PIPS Act, 2008. Equally important were the financial contributions made by the Provincial Assemblies of Balochistan, Khyber Pakhtunkhwa, Punjab and Sindh to expand the Institute's activities to the provinces. As a result the Institute has established well-functioning satellite offices in Karachi, Lahore, Peshawar and Quetta.

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INTRODUCTION

The Pakistan Institute for Parliamentary Services (PIPS), was formally established as an exclusive and independent, first of its kind research and capacity building facility for the parliamentarians, through an Act of Parliament on December 15, 2008.

The need for such an Institute was felt to provide the Honorable Members accurate, timely and credible information in addition to arranging capacity building events for providing the skills needed to enhance their performance during 2005 in the Speakers Conference of the National and Provincial houses. The Legislative Development Steering Committee (LDSC) of the National Parliament under the chairmanship of Deputy Speaker National Assembly chose to work for setting up the Institute with the support of the (PLSP). Based on the deliberations of the LDSC, comprising eight MNAs and four Senators in addition to Secretariat leadership of National Assembly and the Senate; various comparative studies and feasibility papers prepared by PLSP and the LDSC steered the initiative. The LDSC visualized PIPS as an autonomous entity, functioning under the leadership Of the parliament and guided by a Board of Governors.

VISION AND MISSION

The Pakistan Institute for Parliamentary Services envisions establishing an appropriate forum to equip Parliamentarians with cutting-edge strategies and tools to perform their representative, legislative and oversight functions effectively and efficiently.

PIPS endeavours to provide high-quality, accurate and result-oriented services to elected Members and staff of the Legislatures in Pakistan to promote Parliamentary excellence.

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OBJECTIVES

- I. Assist Parliamentarians in making informed policies by conducting or commissioning independent research on topical issues;
- II. Conduct professional development and orientation programs for elected Parliamentarians and staff of the national Parliament and provincial assemblies
- III. Gather and organize data as well as provide complete, accurate, timely and relevant information to facilitate Parliamentarians in their work;
- IV. To maintain transparency and accountability in all its functions;
- V. Provide technical support and various intellectual and knowledge resources to Parliamentarians.

CORE VALUES

INTEGRITY

PIPS faculty and staff are inspired by honesty and truthfulness as personified by the Sunnah of Prophet Muhammad (SAW) and emphasized in numerous speeches by the founder of nation Quaid-e-Azam Muhammad Ali Jinnah. The team considers integrity as their primary value so as to create synergy towards their common mutually set goals.

NON-PARTISANSHIP

Institute's professional faculty is committed to provide non-partisan analysis to assist MPs in making informed decisions to secure the national interest as aspired by the people of Pakistan.

PROFESSIONALISM

PIPS team values its humility to perpetually seek learning new concepts and ideas for keeping themselves abreast with essential skills set that make them effective, efficient and knowledgeable professionals

ACCESSIBILITY

The faculty of the institute remains readily approachable to MPs for provision of timely services at their doorstep

ANTICIPATION

Institute's team continues a vigilant appraisal of national and international developments to accordingly assist MPs through essential technical support in anticipation to challenges and new realities concerning the country.

PIPS FUNCTIONS

According to the mandate given under PIPS ACT 2008 the functions of the Institute are as following:-

- To maintain the national, provincial and international data, information and statistics to provide to the Parliamentarians for the efficient performance of their duties
- To undertake research in respect of the federal and provincial laws and also to conduct study of international laws to support the Parliamentarians in the law making process;
- To provide technical assistance to Parliamentarians in performance of their duties;
- To provide training to the Parliamentarians and Parliamentary functionaries for performance of their duties;
- To arrange seminars, workshops or conferences;
- To take measures for the development of law making;
- To maintain record of all the existing Act, Ordinances and other enactments in force in Pakistan and in each Province;
- To arrange courses on drafting legislations with special emphasis on Parliamentary practices;
- To assist Parliamentarians and legislative bodies in their efforts to ensure the public's understanding of working of Parliament;
- To manage the internship programs for the Parliament and provincial assemblies;
- To establish and maintain resource centers for the Parliamentarians;
- To support the parliamentary committees in the performance of their duties;
- Any other function as may be assigned to it by the Parliament or the Board.

PIPS BOARD OF GOVERNORS

i.	Honorable Senator Muhammad Sadiq Sanjrani <i>Chairman, Senate of Pakistan</i>	President
ii.	Mr. Muhammad Qasim Khan Suri <i>Deputy Speaker, National Assembly of Pakistan</i>	Vice President
iii.	Mr. Ali Muhammad Khan <i>Minister for Parliamentary Affairs</i>	Member
iv.	Chaudhry Parvez Elahi <i>Speaker, Provincial Assembly of Punjab</i>	Member
v.	Agha Siraj Khan Durani <i>Speaker, Provincial Assembly of Sindh</i>	Member
vi.	Mr. Mushtaq Ahmed Ghani <i>Speaker, Provincial Assembly of Khyber Pakhtunkhwa</i>	Member
vii.	Mir Abdul Quddus Bizenjo <i>Speaker, Provincial Assembly of Balochistan</i>	Member
viii.	Senator Syed Shibli Faraz <i>Member Senate of Pakistan</i>	Member
ix.	Senator Sherry Rehman <i>Member Senate of Pakistan</i>	Member
x.	Senator Anwar ul Haq Kakar <i>Member Senate of Pakistan</i>	Member
xi.	Senator Muhammad Javed Abbasi <i>Member Senate of Pakistan</i>	Member
x.	Ms. Nafeesa Inayatullah Khan Khattak <i>Member National Assembly of Pakistan</i>	Member
xi.	Mr. Amjid Ali Khan <i>Member National Assembly of Pakistan</i>	Member
xii.	Dr. Fehmida Mirza <i>Member National Assembly of Pakistan</i>	Member

xiii.	Mr. Moonis Elahi <i>Member National Assembly of Pakistan</i>	Member
xiv.	Mr. Ahsan Iqbal Chaudhary <i>Member National Assembly of Pakistan</i>	Member
xv.	Mr. Mohsin Nawaz Ranjha <i>Member National Assembly of Pakistan</i>	Member
xvi.	Syed Naveed Qamar <i>Member National Assembly of Pakistan</i>	Member
v.	Ms. Shahida Akhtar Ali <i>Member National Assembly of Pakistan</i>	Member
vi.	Dr. Syed Pervaiz Abbas <i>Secretary Senate of Pakistan</i>	Ex- Officio Member
vii.	Mr. Tahir Hussain <i>Secretary National Assembly of Pakistan</i>	Ex- Officio Member
viii.	Mr. Muhammad Anwar <i>Executive Director PIPS</i>	Ex- Officio Member Secretary

MEETINGS OF THE PIPS BOARD OF GOVERNORS

During the FY 2019-20, the Board of Governors of Pakistan Institute for Parliamentary Services (PIPS) held four meetings to provide leadership, direction and guidance to the Institute to achieve its mandate effectively. Honorable Chairman Senate/ President PIPS Board of Governors, Muhammad Sadiq Sanjrani, chaired the following four meetings at Board Room at PIPS Campus, Islamabad:-

- i. July 10, 2019
- ii. September 19, 2019
- iii. January 14, 2020
- iv. February 12, 2020



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RESEARCH & LEGISLATION WING

Research services are essential to ensure an informed Parliament capable of producing effective legislation, exercising oversight of executive and representing the interests of constituents.

The Institute commenced its Research on Demand Programme in May, 2009 as an exclusive facility to conduct Research Papers and Analysis for individual Parliamentarians as well as Standing Committees as part of PIPS Technical support to the legislators.

PIPs Research and Legislative Services provide the Honourable Parliamentarians with non-partisan expert assistance on a wide range of public policy and legislative issues to assist legislators in making informed policy decisions on issues of national importance. Leading scholars and researchers based in reputable universities, think tanks and civil society organizations (CSOs) across the country are the Members of a 50 member network of specialists to provide informed policy inputs such as in-depth background notes, assessing bills, research papers, briefs, legislative summaries, consultations and other services on the request of Parliamentary Committees as well as Parliamentarians.

A. SNAPSHOT OF ACTIVITIES FY 2019-20

1. RESEARCH SERVICE

a. Research on Demand : 116 research papers including 89 exclusively for individual MPs

b. Anticipated Papers in PIPS Parliamentary Research Digest : 54

c. Technical Research Based Assistance to Committees and Members: 27

d. Budget Desk:-

i. Budget Researches :17

ii. Cut motions :15

iii. Roundtable : 02

1. Parliamentary Roundtable on Pakistan Economy and Public Sector Development Programmes (PSDPs), February 19, 2020 (30 participants)

2. Webinar on Annual Budget of Balochistan Government 2020-21, June 26, 2020 (15 participants)

e. Conferences, Public Hearings, Legal Socialization Seminars and Roundtables

PIPS Research and Legislation Wing organized thirteen (13) events that were attended by around 2652 participants including 400 Members

S.No.	Date	Name	Category	No. of Participants
i.	July 31, 2019	5th CPA Regional Conference	Conference	63
ii.	August 21, 2019	Focused Group Meeting of Experts to Discuss Implementation of National Civic Education Commission	Roundtable	22
iii.	August 22, 2019	Roundtable on Parliamentary Process in Pakistan with Parliamentary Delegation of Afghanistan Mesharano Jirga	Briefing	15
iv.	August 22, 2019	Labor Standards in Exports-led Sectors in Pakistan	Roundtable	20
v.	August 28, 2019	Briefing on Legislative Process and PIPS Services Parliamentary Delegation of Afghanistan Mesharano Jirga	Briefing	17
vi.	September 18, 2019	National Parliamentarians Conference on Kashmir	Conference	1700

S.No.	Date	Name	Category	No. of Participants
vii.	October 02, 2019	PIPS Session on Effectiveness and Best practices of Committees with Members of Provincial Assembly of Khyber Pakhtunkhwa	Roundtable	32
viii.	November 25, 2019	PIPS session on legislative oversight for building peace & sustainable development with Members of Provincial Assembly of Sindh	Roundtable	35
ix.	December 12, 2019	3rd Annual National Voters' Day Seminar 2019 – Closing the Gender Gap in the Electoral Rolls	Seminar	111
x.	December 13, 2019	Legal Socialization Seminar – Right to Education with Academia and Members, Punjab Bar Council Rawalpindi Chapter	Legal Socialization Seminar	300
xi.	December 17, 2019	Legal Socialization Seminar – National Civic Education Commission Act 2018	Legal Socialization Seminar	80
xii.	March 09, 2020	Seminar on Commonwealth Day	Seminar	125
xiii.	March 20, 2020	Seminar on International Women's Day 2020	Seminar	132

f. Publications- 08 (Eight)

1. Youth Guide-8th Edition (August 2019)
2. Participant's Handbook for National Parliamentarians conference on Kashmir 18 Sep 2019 (September 2019)
3. Youth Roundtable: Making democracy relevant, recognizing the significance of youth voices, 5th CPA Asia regional conference (September 2019)
4. Report of the National Parliamentarians conference on Kashmir (October 2019)
5. Consultative Paper on MPs Roundtable on Civic Education Commission Act 2018 (2019)
6. Briefing Paper on Implementation of the National Civic Education Commission Act 2018 (2019)
7. Handbook Training Module on Article 25 A: Right to Education (2019)
8. Report of UK Parliamentary General Elections 2019 (January 2019)

g. Outreach Events

Six outreach events engaging 219 members of parliament, youth, civil society, and academia were engaged in events based on themes of parliamentary processes, nation-building, peace, and tolerance. A complete list of outreach events is given below :-

S.No.	Date	Name	Category	No. of Participants
i.	August 27, 2019	Seminar on Constitution, Parliament and State Building	Outreach Seminar	40
ii.	October 08, 2019	Seminar on Working of Parliament and PIPS - Visit of delegates from GCUF Faisalabad	Outreach Seminar	54
iii.	October 23, 2019	Seminar on SDGs and Environmental Legislation - Visit of delegates from GCU Lahore	Outreach Seminar	32
iv.	November 27, 2019	Session on Working of PIPS for Bait ul Mal Officers	Outreach Seminar	39
v.	December 02, 2019	Seminar on Management Practices and Parliamentary Functions- Visit of delegates from Air University School of Management	Outreach Seminar	22
vi.	January 21, 2020	Session on the working of Parliament for the delegates of Jinnah ka Pakistan	Outreach Seminar	32

2. LEGISLATION SERVICE

i. Private Member Legislation : 49 Bills drafted for Honorable Members of Parliament

ii. Assessment of Laws : 06 bills assessed

iii. Legislative Briefs : 12

iv. **Non-Legislative tools drafted : 28**

a. Resolutions (15)

b. Questions (11)

c. Adjournment Motions (02)

v. **Collection of Laws**

a. Collection of Federal Laws: As per guidance and direction by the PIPS Board

of Governors, the Instituted launched a project on data collection of all federal laws enforced in the country. Accordingly and as provided in Section 4(b) and 4(g) of the 2008 Act of the Institute, the PIPS team collected Federal and Provincial laws. It is an on-going effort that will enable the Institute to maintain data of laws enforced in the country.

Territory	Total No of Laws Collected
• Federal	741
• Balochistan	406
• Khyber Pakhtunkhwa	440
• Punjab	597
• Sindh	623

3. LIBRARY

- i. No of Books Purchased during FY 2019-20 : 08 new books
- ii. No of Books received as Donation/Gift : 07 Books
- iii. Magazines and Periodicals Subscribed: 07 (*Harvard Business Review, Foreign Affairs,*
- iv. *Readers Digest Asia, The Economist, Journal of Democracy, Parliamentary Affairs, Parliamentarian*) during FY 2019-20
- v. Newspapers Subscribed (03 Urdu, 04 English Total : 07)
- vi. Books Purchased since 2013 : 1287 books
- vii. Books Received as Gift/ Donations since 2013 : 433
- viii. Subscription: HEC digital library
- ix. Renewal of Subscription of Pakistan Law Site
- x. Binding of PIPS Research Digest (2014-2018)
- xi. Binding of “A Collection of the Federal Laws”
- xii. Establishing of Information Center PIPS (A database of Parliamentary Information)
- xiii. Digitization of PIPS Library: Bibliographic record of all the books is entered in KOHA and catalogue of the library is now accessible online at <http://library.pips.gov.pk/>

4. RESEARCH AND LEGISLATION WING OFFICERS AS FACULTY

Officers of PIPS R&L wing regularly deliver lectures in various seminars, workshops, and orientations. A total of 30 lectures were delivered.

5. PARTICIPATION IN INTERNATIONAL CONFERENCES

Three officers of PIPS Research and Legislation Wing attended international conferences during FY 2019-20.



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PIPS RESEARCH AND LEGISLATION WING PERFORMANCE REPORT FY 2019-20

The Pakistan Institute for Parliamentary Services has been created under an Act of the Parliament in 2008 to provide impartial, objective and timely research, legislation and capacity building services to Members of Parliament across the country in a professional manner.

1. RESEARCH SERVICE

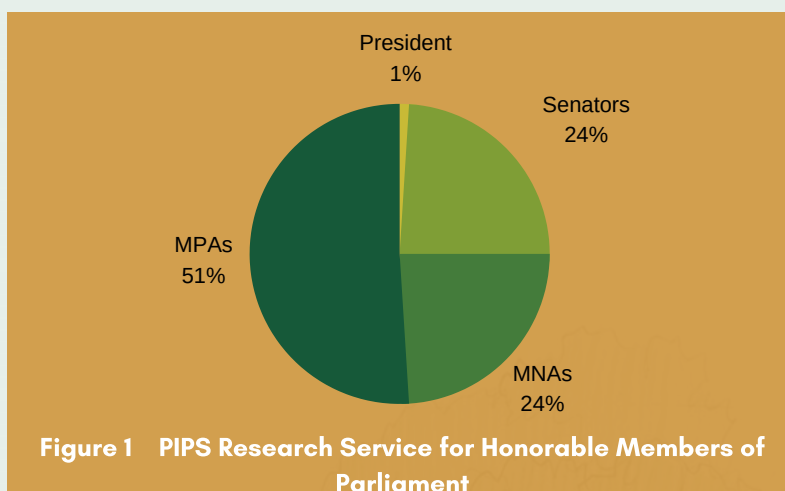
The Institute commenced its research services in 2009-10 for Members of Parliament (MPs) i.e. the Honourable (Hon.) Senators and Hon. Members of the National Assembly as well as Hon. Members of the four Provincial Assemblies, in accordance with the mandate provided by the PIPS Act. The Research and Legislation Wing of the Institute adheres to the Inter Parliamentary Union (IPU) recognized basic principles of parliamentary research in providing objective, confidential, impartial, timely, easier to understand, credible, and reliable information to MPs. As per the mandated functions given in the PIPS Act 2008 and the approved Key Performance Indicators (KPIs) approved by the Honourable Members of the Board of Governors in the annual Work/Business Plan, various research products are prepared for Honorable Members of Parliament (MPs) depending upon their requirements. The Research Service offered to MPs, include preparation of info-graphics, parliamentary briefs, detailed briefing papers, position papers, budget speeches, comprehensive technical papers for standing committees, and information pack (having detailed and exhaustive information on a particular theme or subject at hand for MPs attending national and international conferences).

a. Research on Demand Service for MPs:

During FY 2019-20, PIPS Research and Legislation Team conducted 116 researches exclusively for Members of Parliament (MPs) including researches on budget and economy as well as comprehensive technical papers for committees as against the target of 80 researches setup in the annual workplan approved by the Board of Governors. It is pertinent to mention here that the Institute has also provided research support to the Office of President of Pakistan. Since commencement of this Service, the Institute prepared 781 research papers/ briefing papers/budget researches and technical research-based assistance to MPs and Parliamentary Committees.

During the fiscal year 2019-20, 24% of total research studies were conducted for Hon. Senators, 51% for Hon. Members of National Assembly, 24 % for Hon. Members of Provincial Assemblies, and 1 % for the Office of President of Pakistan (Figure 1).

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b. Technical Assistance to Committees and MPs:

During FY 2019-20, the Institute has prepared 27 technical papers for Honorable members/standing committees of the Parliament. PIPS started provided technical support to Honorable Members and Standing Committees in 2015. Since then the institute has prepared 101 technical research papers on various national and international issues of parliamentary importance.

c. PIPS Economy and Budget Desk:

Due to the global spread of pandemic COVID-19, PIPS Economy and Budget Desk was facing challenges in holding budget orientations and seminars with Honorable Parliamentarians of National Parliament and Provincial Assemblies that remained a salient tradition of the Institute since 2012. However, the challenge was transformed into an opportunity by actively engaging parliamentarians via digital modes of communications such as emails, video conferencing, and e-meetings.

i. Budget Briefs: PIPS Budget Desk developed twelve (12) thematic briefers on Federal Budget within 24 hours after the announcement of the federal budget and disseminated to around 700 Honorable Members of the National Parliament and the Provincial Assemblies through emails and whatsapp, with the aim to provide a summarized briefing on key sectoral areas of the Annual Budget 2020-21. Almost 50 Honorable Members appreciated the timely initiative by Team PIPS and acknowledged that the information briefers on economy and budget assisted them befittingly in preparing for their discussion/debate on the floor of the House during the Budget Session. In addition, five (05) customized budget briefs were provided on the demand of Honorable members as background material of their budget speeches on federal and provincial budgets.

ii. Cut Motions: PIPS Research and Legislation team facilitated fifteen members (15) in preparing budgetary cut motions. PIPS PRCs at Provincial Assemblies played a pivotal role as a front desk in receiving such demands and facilitated Honorable Members of Provincial Assemblies at their doorstep.

iii. Pre and Post Budget Seminars: PIPS Budget Desk organized following two seminars during the year.

- **Parliamentary Roundtable on Pakistan Economy and Public Sector Development Programmes (PSDPs), February 19, 2020:** Pakistan Institute for Parliamentary Services (PIPS) in collaboration with UNDP Pakistan organized a “Parliamentary Roundtable on Pakistan Economy and Public Sector Development Programs (PSDPs)” for Honorable Parliamentarians and parliamentary researchers on Wednesday, 19th February 2020 at PIPS Campus Islamabad. The roundtable was attended by 32 participants including 5 MPs and 15 parliamentary researchers from Senate, National Assembly, and PIPS.
- **Webinar on Federal Budget vs. Budget of Provincial Assembly of Balochistan, June 26, 2020:** On the demand of Honorable Members of Balochistan Assembly, Pakistan Institute for Parliamentary Services (PIPS) in collaboration with UNDP Pakistan organized a webinar on Annual Budget of Balochistan Government 2020-21 with Honorable Members of Provincial Assembly of Balochistan on Friday, June 26, 2020. The webinar was chaired by Honorable Deputy Speaker Balochistan Assembly and attended by Honorable members from the two sides of the aisle.

d. PIPS Parliamentary Research Digest:

The Institute offers exclusive anticipated service for Hon. MPs through its monthly “Parliamentary Research Digest.” It is the first of its kind parliamentary digest in the South Asian Region with readership of over 1500 every month including Honorable Members of Parliament and Provincial Assemblies, parliamentary staffers, diplomats, academia and civil society. which provides expert analysis on various topics of national and international significance since January 2014.

During FY 2019-20, the digest covered 54 articles on various themes such as economy of Pakistan, current affairs, international relations, sustainable development goals, human rights, climate change, and parliamentary affairs. Since January 2014, 78 monthly issues of the digest have been published to-date comprising 283 articles. The Initiative has been appreciated by the Hon. MPs, parliamentary staffers, experts, researchers, diplomats and academia at large.

e. Eight (08) Publications in FY 2019-20:

In addition to its exclusive research support to the Members of Parliament, the Institute prepares modules and books for MPs and secretariat officials for gaining insights into complex thematic issues. Since inception, the Institute has published 54 books widely disseminated among Members of Parliament, parliamentary functionaries and experts, international community, academia, research fraternity and civil society.

The detail of the books published in FY 2019-20 is provided as follow:

i. Youth Guide-8th Edition (August 2019): PIPS Youth Guide provides glimpses of political and parliamentary history as well as knowledge on Constitution, Parliament, and Fundamental Rights. This guide is widely used during the youth outreach events by the Institute.

ii. Participant's Handbook for National Parliamentarians conference on Kashmir 18 Sep, 2019 (September 2019): This handbook was jointly published by PIPS and Senate Secretariat as conference reading material for the participants of National Parliamentarians conference on Kashmir September 18, 2019.

iii. Youth Roundtable: Making democracy relevant, recognizing the significance of youth voices, 5th CPA Asia regional conference (September 2019): The report of the 5th Commonwealth Parliamentary Association Conference for Asia region was published to circulate the proceedings and ideas discussed in the conference

iv. Report of the National Parliamentarians conference on Kashmir (October 2019): Report of the National Parliamentarians conference on Kashmir was published to circulate the proceedings, ideas, and policy options discussed in the conference.

v. Consultative Paper on MPs Roundtable on Civic Education Commission Act 2018 (2019): This paper was circulated among MPs participating in Parliamentary Roundtable on Civic Education Commission Act 2018. It covers different aspects of the Act and possible action plans for implementing it effectively.

vi. Handbook Training Module on Article 25 A: Right to Education (October 2019): This handbook was jointly published by PIPS and Idara-e-Taleem-o-Aghani (ITA). This handbook traces the constitutional provisions and legal framework on education and attempts to align them with SDGs.

vii. Briefing Paper on Implementation of the National Civic Education Commission Act 2018 (December 2019): This paper encompasses the deliberations of Parliamentary Roundtable on Civic Education Commission Act 2018. It covers various aspects of Act and possible policy options for implementing it effectively.

viii. Report of UK Parliamentary General Elections 2019, (January 2019): This report is based on the highlights of visit of the parliamentary delegation of International Parliamentarians Congress (IPC), for observing the parliamentary elections in UK. Senate of Pakistan launched the IPC initiative through a consensus resolution.

f. Seminars, Roundtables, and Conferences:

The Institute regularly organizes seminars and workshops on various themes for Members of Parliament and secretariat officials to provide insight into national and international issues.

During FY 2019-20, PIPS Research and Legislation wing organized thirteen (13) events that were attended by around 2652 participants including 400 Hon. Members of Parliament. The details are given below.

i. 5th CPA Regional Conference - July 31, 2019: Primarily, the Fifth Commonwealth Parliamentary Association (CPA) Asia Region Conference hosted by the National Assembly of Pakistan aimed to enhance parliamentary linkages across commonwealth region to delve into key challenges of Asia Region including poverty, discrimination against women participation in politics, opportunities of youth engagement in civic life and the joint way forward to attain the Sustainable Development Goals. It included an absorbing Roundtable session on Youth Engagement in Civic Life, that was organized by the Institute. The event envisioned and lead by the Hon. Speaker of the National Assembly of Pakistan, Mr Asad Qaiser, was attended by 63 participants including youth, civil society, parliamentary staffers from regional countries and the Hon. Members of Parliament (MPs) from countries of the Asia Region. The Hon. Speaker who was also the Chief Guest on the occasion termed the session as very absorbing and professionally organized by the PIPS Research and Legislation team on behalf of the Young Parliamentarians Forum (YPF) of the National Parliament. The Deputy Speaker of the Sri Lankan National Assembly applauded the proactive methodology in conducting the said session. Mr Akbar Khan, the then Secretary General of the CPA, thanked the National Assembly of Pakistan and PIPS for what he appreciated as a very focused, productive and professional session at the 5th CPA Asia Region Conference.

ii. POST LEGISLATIVE SCRUTINY (PLS) - Focused Group Meeting of Experts to Discuss the Implementation of the National Civic Education Commission – August 21, 2019: The Institute has started new tradition of Post Legislative Scrutiny for Hon. Members of Parliament. In this context, a Focused Group meeting of Hon. MPs with area experts to discuss implementation of National Civic Education Commission was organized at PIPS on August 21, 2019. The event was attended by 22 delegates including MPs and eminent experts.

iii. Roundtable on Parliamentary Process in Pakistan with Parliamentary Delegation of Afghanistan Mesharano Jirga – August 22, 2019: On the initiative of Hon. Chairman Senate/ President PIPS Board of Governors, Senator Muhammad Sadiq Sanjrani, PIPS hosted a 15 Member delegation from the Afghanistan Meshrano Jirga and held an interactive roundtable on Parliamentary Process in Pakistan, conducted by the Senior DG (Research and Legislation).

iv. Labor Standards in Exports-led Sectors in Pakistan - August 22, 2019: A focused group discussion was conducted to deliberate on “Labour Standards in Export-Led Sectors in Pakistan”. It was attended by 20 participants including MPs, stakeholders from industry, and relevant government agencies.

v. Briefing on Legislative Process and PIPS Services Parliamentary Delegation of Afghanistan Mesharano Jirga - August 28, 2019: On the initiative of Hon. Chairman Senate/ President PIPS Board of Governors, Senator Muhammad Sadiq Sanjrani, the Institute hosted the second 17 Members delegation from Afghanistan Mesharano Jirga in an interactive briefing on Legislative Process in Pakistan on August 18, 2019, conducted by the Senior DG (Research and Legislation).

vi. National Parliamentarians Conference on Kashmir September 18, 2019: As per vision by the President and Members of PIPS Board of Governors in the approved workplan FYI 2019-20, the PIPS and Senate Secretariat jointly organized a landmark National Parliamentarians Conference on Kashmir, which was attended by 1700 delegates including Senators, MNAs, MPAs from four provincial assemblies as well as Members of Legislative Assemblies (MLAs) from Legislative Assembly of Azad Jammu and Kashmir (AJK) and the Gilgit Baltistan (GB) Legislative Assembly. Proactive and impressive participation was observed from civil society, media and youth. During this event, country's all parliamentary parties expressed solidarity with the Kashmiri people and condemned the Indian brutalities in Indian Occupied Kashmir through a consensus joint Islamabad Declaration read by the Hon. Chairman Senate Senator Muhammad Sadiq Sanjrani, in the concluding session.

vii. PIPS Session on Effectiveness and Best practices of Committees with Members of Provincial Assembly of Khyber Pakhtunkhwa, October 02, 2019: PIPS Senior DG (Research & Legislation) Mr. Muhammad Rashid Mafzool Zaka, conducted an hour-long Guest Speaker session with 32 MPAs and functionaries from Provincial Assembly of Khyber Pakhtunkhwa in a two-days training programme jointly held by Provincial Assembly of the Khyber Pakhtunkhwa and Sustainable Social Development Organization (SSDO) on October 03, 2019 at Marriott Hotel Islamabad.

viii. PIPS session on legislative oversight for building peace & sustainable development with Members of Provincial Assembly of Sindh, November 25, 2019: PIPS conducted a two hour round table session on Strengthening Oversight for Building Peace and Sustainable Development for Members of Provincial Assembly of Sindh and Government officials on November 25, 2019 in Rawalpindi hosted by SSDO. Senior Director General (Research & Legislation) PIPS conducted an interactive session on the role of Members of Parliament in peace building in respective communities and constituencies in addition to the utilization of parliamentary oversight tools available in Rules of Procedures of Provincial Assembly of Sindh such as question hour, committee scrutiny and calling attention notices to highlight the issues undermining peace and development. The event was attended by 35 MPAs and functionaries.

ix. 3rd Annual Seminar on National Voters' Day 2019 – Closing the Gender Gap in the Electoral Rolls - December 12, 2019: On National Voters' Day PIPS organized a seminar on closing the Gender Gap in the Electoral Rolls. The event was attended by 111 participants including MPs, civil society, and youth.

x. Legal Socialization Seminar – Right to Education with Academia and Members, Punjab Bar Council Rawalpindi Chapter – December 13, 2019: PIPS organized a seminar with 300 law practitioners and law students at Rawalpindi Bar Council on Right to Education and working of parliament in cooperation with its partners AGAHI Lahore.

xi. Legal Socialization Seminar – National Civic Education Commission Act 2018 - December 17, 2019: A focused group discussion was conducted to deliberate on the implementation of National Civic Education Commission Act 2018. The event was attended by 80 participants including MPs, subject experts, and members of civil society. The Fredrich Ebert Stiftung supported PIPS in holding the seminar.

xii. Seminar on Commonwealth Day, March 09, 2020: As per the tradition, the National Assembly of Pakistan and the Pakistan Institute for Parliamentary Services (PIPS) organized a Seminar on Commonwealth Day. The event was attended by 125 participants, including Honorable Parliamentarians, high commissioners of countries in Pakistan from Kenya, Maldives, Malaysia, Mauritius and Nigeria, representatives from donor agencies, and members of civil society, media, academia, and students.

xiii. Post Legislative Scrutiny Seminar on Protection against Harassment of Women at the Work Place Act, 2010 to commemorate International Women's Day, March 10, 2020: As the Institute has commenced the tradition of providing the opportunity and assistance to MPs for conducting Post Legislative Scrutiny (PLS) on existing laws, the Institute hosted a seminar on Protection against Harassment of Women at the Work Place Act, 2010. The Pakistan Institute for Parliamentary Services (PIPS) and the Women Parliamentary Caucus at the National Assembly jointly organized a seminar to celebrate International Women's Day 2020 with the close cooperation of UNDP and UNFPA. The event was attended by more than 132 participants including 25 MPs from National and Provincial Assemblies, Civil Society Organizations (CSOs), lawyers, university teachers, and 40 members delegation from universities, media men besides relevant provincial departments such as ombudspersons, labor departments, and social work departments. UNDP is one of PIPS cherished partners since the Institute's inception in 2009-10.

g. PIPS Outreach Parliamentary Education Programme:

PIPS Research and Legislation Wing conducts awareness events under its 'Outreach Services' with students, women, and members of CSOs to highlight various themes such as Constitution, Peace-building through Parliament, Youth Policies, etc. Usually, sessions under these events are conducted by PIPS in-house faculty including the worthy Executive Director, Sr. Director General (Research and Legislation), Director Research, and Research Officers since 2012. Since then, PIPS has provided education to around 10,000 people including students, women, and members of CSOs. PIPS has also published 05 editions of its Parliamentary Youth Guide that are disseminated among participants during various outreach events. During FY 2019-20, PIPS organized six (06) outreach events engaging Members of Parliament, youth, civil society, and academia that were participated by 219 delegates learning and deliberating on Constitution, Parliament, and nation-building. The detail of outreach events conducted during FY 2019-20 is given below:

i. Seminar on Constitution, Parliament and State Building with the delegation of

Positive Pakistan Foundation: PIPS organized Seminar on Working of the Parliament and PIPS Services with the delegation of Positive Pakistan on August 27, 2019. The event was attended by 40 students from various universities associated with Positive Pakistan Foundation

ii. Seminar on Working of Parliament and PIPS -Visit of delegates from GCUF

Faisalabad: PIPS organized a briefing on "Working of Parliament and PIPS" for a delegation from GC University Faisalabad including 54 students and faculty members on October 08th, 2019.

iii. Seminar on SDGs and Environmental Legislation - Visit of delegates from

GCU Lahore: PIPS organized a Seminar on "SDGs and Environmental Legislation" for a 32 member delegation comprising faculty and students from GCU Lahore on October 23rd, 2019. A comprehensive presentation was made by Director Research followed by Q&A session.

iv. Session on Working of PIPS in Parliamentary Services for Bait ul Mal

Officers: PIPS organized Session on Working of PIPS for Bait ul Mal Officers on November 27, 2019. The event was attended by 39 officers of Bait ul Mal.

v. Seminar on Management Practices and Parliamentary Functions- Visit of

delegates from Air University School of Management: PIPS organized a session on "Management Practices and Parliamentary Functions" for delegation of Air University School of Management comprising of 22 faculty members and students.

vi. Session on Working of Parliament – for delegates of Jinnah ka Pakistan

Foundation: Pakistan Institute for Parliamentary Services organized a session on the "Working of Parliament and PIPS services" for the delegation of 32 participants led by Jinnah Ka Pakistan Foundation on January 21, 2020.

h. Database:

The Institute has developed a database of government reports, publications, statistical data, and articles in six key areas. The database has a collection of 6200 reports and articles. In addition to it, a newspaper article indexing is regularly being done at the Institute. Since January 2015, PIPS library section has gathered 12746 newspaper articles.

i. Parliamentary Exchange:**PIPS participation in KPI Annual Parliamentary Conference, Bangkok, Thailand - Nov 02-05, 2019**

Mr Abdul Nabi Solangi, Legislative Officer PIPS on behalf of Executive Director PIPS attended 21st Anniversary Conference organized by King Prajadhipok's Institute (KPI), Thailand. The event marked the participation of over 500 MPs, delegates, and academia from ten countries with the objective to develop the new Constitution of Thailand.

j. PIPS regular coordination with PARLIAMENTARY STUDIES PROGRAMME in 21 universities:

The Institute provides books and parliamentary publications to 21 universities offering Parliamentary Studies as course in existing degree programmes in law and political science. Therefore, as per vision of the Board of Governors, PIPS faculty in an in-depth interview provided a detailed overview of the working of the Parliament to four graduates from the Department of Political Science, Kinnaird College Lahore, who were conducting thesis/ dissertations in Parliamentary Studies. PIPS also conducted detailed sessions on the working of Parliament with students of universities offering a parliamentary studies program. Moreover, PIPS provided internship opportunities to students of universities offering parliamentary studies courses in August-September, 2019. It is worth mentioning here that around 15 students completed their internship at PIPS during the above mentioned period where students were taught applied parliamentary research through experiential learning.

k. Technical Support of Parliamentary Institutions and work with Parliamentary Forums such as SFPR, SDGs taskforce and WPC PIPS:

PIPS regularly provides technical support to various parliamentary forums such as International Parliamentarians Congress (IPC), WPC, SFPR, SDGs Taskforce, and YPF in the shape of organizing events/ seminars/conferences and research support. During FY 2019-20, PIPS remained engaged in assisting WPC, IPC and SDGs taskforce in planning and executing various events.

l. Establishment of Information Center PIPS:

PIPS Research and Legislation Wing have setup an Information Center that collects parliamentary data by thoroughly reviewing Hansard, committee reports, and other parliamentary proceedings. The Library and Resource Section of the Institute is collecting Hansard data of National Parliament w.e.f. January 2019. Excerpts from the data are published in PIPS Parliamentary Research Digest on monthly basis for greater information and insights of MPs and parliamentary staffers.

m. Representation in International Conferences:

Three officers of PIPS Research & Legislation Wing represented the Institute in international conferences. These include

- i. Mr. Abdul Nabi Solangi, Legislation officer attended “King Prajadhipok’s Institute Congress XXI on Bridging the inequality gap and nurturing quality of democracy Nov 01-03, 2019” in Thailand.
- ii. Mr. Qaiser Iqbal, Librarian and Mr. Fayyaz Gul, Assistant Librarian attended International Conference on “Transformation of Knowledge Repository into Knowledge Economy” on Sep 19-20, 2019 at Minhaj University, Lahore.

n. Research and Legislation Wing Officers as Faculty:

Research and Legislation Wing officers are on the panel of PIPS permanent faculty. The team conducts two weeks special sessions on Parliamentary Research- Theory and Practice, Constitution, Legislative and non-legislative business of the House in PIPS flagship promotional course namely “National Parliamentary Development Course” where all participants conduct research on a topic of their own choice and submit a research paper as a prerequisite of the course. The session aims to enable the participants to provide objective research support to Honorable Members of Parliament. Moreover, all PIPS outreach events are conducted by the officers of the Research and Legislation Wing. R&L team also provides training to newly inducted officers and interns at the Institute and Senate and National Assembly through various courses offered by the Institute.

2. LEGISLATIVE SERVICE

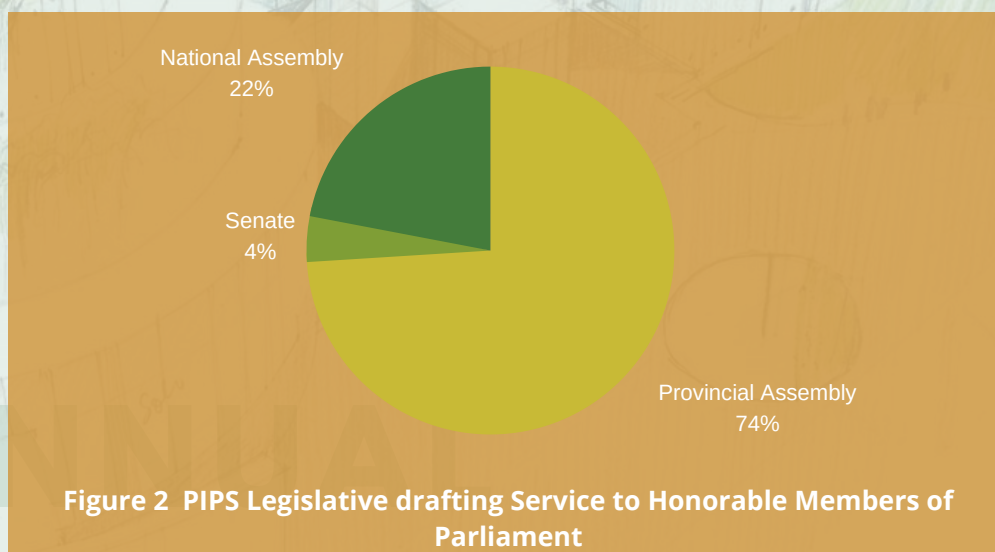
2.1. Legislative and Non-Legislative Services:

Team Legislation of the Institute, as per mandate of the PIPS Act 2008, provides technical assistance to Hon. MPs in the form of technical support in drafting bills and non-legislative services (preparing questions, calling attention notices, resolutions, motions), in addition to assessment of laws and legal research support on a particular topic. PIPS is also facilitating Hon. MPs by providing forum for conducting roundtables and public hearings to standing committees as well as platform in the form of Roundtables to conduct Post Legislative Scrutiny of existing laws enforced in the country. The details of technical support services provided in legislative and non-legislative business, during FY 2019-20 are given below.

a. Legislative Drafting Service:

As per mandated functions of the PIPS Act 2008 and the workplan approved by the Board of Governors, PIPS endeavors to promote research-based legislation and to provide quality technical assistance in legislative drafting services to the Members of Senate, National Assembly, and all four Provincial Assemblies in the drafting of principal legislation, amendments in the constitution, and amending legislation.

During FY 2019-20, Research and Legislation Wing provided technical drafting services to MPs in forty-nine (49) Bills out of which nine (09) were drafted for the Honorable MNAs, two (02) for the Senators, twelve (12) for the MPAs of Punjab, nine (09) for the MPAs Sindh, eleven (11) for the MPAs of Khyber Pakhtunkhwa, four (4) for the MPAs Balochistan and two (02) for the Minister for Narcotics Control (figure 2):-



The list of bills in which Team PIPS provided technical drafting support to MPs is given as under in Table 1:

Table 1 List of Bills for which PIPS provide Technical Drafting Services			
S.No.	Title of the Draft	House Name	Type of Draft
i.	Balochistan Domestic Workers Regulation Bill, 2019	PA Balochistan	Principal Legislation
ii.	Balochistan Persons with Disabilities (Amendment) Bill, 2019	PA Balochistan	Amending Legislation
iii.	Punjab Provincial Motor Vehicles (Amendment) Bill, 2019	PA Punjab	Amending Legislation
iv.	Proposed Amendments in Khyber Pakhtunkhwa Regional and District Health Authorities Bill, 2019	PA KPK	Amending Legislation
v.	Control of Narcotic Substances (Amendment) Bill, 2019		Amending Legislation
vi.	Balochistan Life Skills-Based Education Bill, 2019	PA Balochistan	Amending Legislation
vii.	Emigration (Amendment) Bill, 2019	Senate	Principal Legislation
viii.	Bolan University of Medical and Health Sciences (Amendment) Bill, 2019	PA Balochistan	Amending Legislation
ix.	Amendment in the Provincial Assembly of Khyber Pakhtunkhwa Procedure and Conduct of Business Rules, 1988	PA KPK	Amending Legislation
x.	National Vocational and Technical Training Commission (Amendment) Bill, 2019	National Assembly	Amending Legislation
xi.	Amendment in the Khyber Pakhtunkhwa Tourism Bill, 2019	PA KPK	Amending Legislation
xii.	Amendment in the Provincial Assembly of Khyber Pakhtunkhwa Procedure and Conduct of Business Rules, 1988	PA KPK	Amending Legislation
xiii.	Amendment in the Khyber Pakhtunkhwa Promotion, Protection and Enforcement of Hu-	PA KPK	Amending Legislation

S.No.	Title of the Draft	House Name	Type of Draft
	man Rights (Amendment) Bill, 2019		
xiv.	Punjab Prohibition of Corporal Punishment Bill, 2019	PA Punjab	Principal Legislation
xv.	Sindh Prohibition of Private Money Lending Bill, 2019	PA Sindh	Principal Legislation
xvi.	Higher Education Commission (Amendment) Bill, 2019	National Assembly	Amending Legislation
xvii.	Child Marriage Restraint (Amendment) Bill, 2019	PA KP	Amending Legislation
xviii.	Punjab Life Skills-Based Education Bill, 2019	PA Punjab	Principal Legislation
xix.	Protection Against Harassment of Women at the Workplace (Amendment) Bill, 2019	PA Punjab	Amending Legislation
xx.	Amendment in the Rules of Procedure of the Provincial Assembly of the Punjab 1997	PA Punjab	Amending Legislation
xxi.	Sindh Environmental Protection Bill, 2019	PA Sindh	Principal Legislation
xxii.	Domestic Violence (Prevention and Protection) (Amendment) Bill, 2019	PA Sindh	Amending Legislation
xxiii.	Khyber Pakhtunkhwa Domestic Workers Regulation Bill, 2019	PA KP	Principal Legislation
xxiv.	Khyber Pakhtunkhwa Restriction on Employment of Children Bill, 2019	PA KP	Principal Legislation
xxv.	Drug Prevention, Treatment and Rehabilitation Regulation Bill, 2019		Principal Legislation
xxvi.	Promotion and Protection of Punjabi Language Bill, 2019	PA Punjab	Principal Legislation
xxvii.	Amendment in The Rules of Procedure of The Provincial Assembly of The Punjab 1997 - Official Language	PA Punjab	Amending Legislation
xxviii.	Sindh Civil Courts (Amendment) Bill, 2019	PA Sindh	Amending Legislation

S.No.	Title of the Draft	House Name	Type of Draft
xxix.	Punjab Child Marriage Restraint (Amendment) Bill, 2019	PA Punjab	Amending Legislation
xxx.	Punjab HIV and AIDS Control Treatment and Protection Bill, 2019	PA Punjab	Principal Legislation
xxxi.	Sindh Essential Commodities Price Control and Prevention of Profiteering and Hoarding (Amendment) Bill, 2019	PA Sindh	Amending Legislation
xxxii.	Sindh Child Alert, Response and Recovery Bill, 2020	PA Sindh	Principal Legislation
xxxiii.	Punjab Child Alert, Response and Recovery Bill, 2020	PA Punjab	Principal Legislation
xxxiv.	Khyber Pakhtunkhwa Civic Education Commission Bill, 2019	PA KP	Principal Legislation
xxxv.	Criminal Law (Amendment) Bill, 2020	National Assembly	Amending Legislation
xxxvi.	Compulsory Teaching of the Holy Quran (Amendment) Bill, 2020	National Assembly	Amending Legislation
xxxvii.	Punjab Enforcement of Women's Property Rights Bill, 2020	PA Punjab	Principal Legislation
xxxviii.	Constitution (Amendment) Bill, 2020 (Parliamentary Secretaries)	National Assembly	Principal Legislation
xxxix.	Amendment in the Rules of Procedure and Conduct of Business in the Senate, 2012 (Parliamentary Secretaries)	National Assembly	Principal Legislation
xl.	Sindh Right of Children to Free and Compulsory Education (Amendment) Bill 2020	PA Sindh	Amending Legislation
xli.	Amendment in the Rules of Procedure and Conduct of Business in the Senate, 2012 - PAC	Senate	Amending Legislation
xlii.	Amendment in the Rules of Procedure and Conduct of Business in the National Assembly, 2007	National Assembly	Amending Legislation

S.No.	Title of the Draft	House Name	Type of Draft
xl.iii.	Khyber Pakhtunkhwa Vagrancy Restraint (Amendment) Bill, 2020	PA KP	Amending Legislation
xliv.	Provincial Assembly of the Khyber Pakhtunkhwa (Salaries and Allowances of Members) (Amendment) Bill, 2020	PA KP	Amending Legislation
xl.v.	Prevention of Electronic Crimes (Amendment) Bill, 2020	National Assembly	Amending Legislation
xlvi.	Sindh Prevention and Control of Thalassemia (Amendment) Bill, 2020	PA Sindh	Amending Legislation
xl.vii.	Provincial Motor Vehicles (Khyber-Pakhtunkhwa) Amendment Bill, 2020	PA KP	Amending Legislation
xl.viii.	Sindh Provincial Assembly Members Privileges (Amendment) Bill, 2020	PA Sindh	Amending Legislation
xl.ix.	Punjab Private Educational Institutions (Promotion and Regulation) (Amendment) Bill, 2020	PA Punjab	Amending Legislation

b. Legislative Assessment Service:

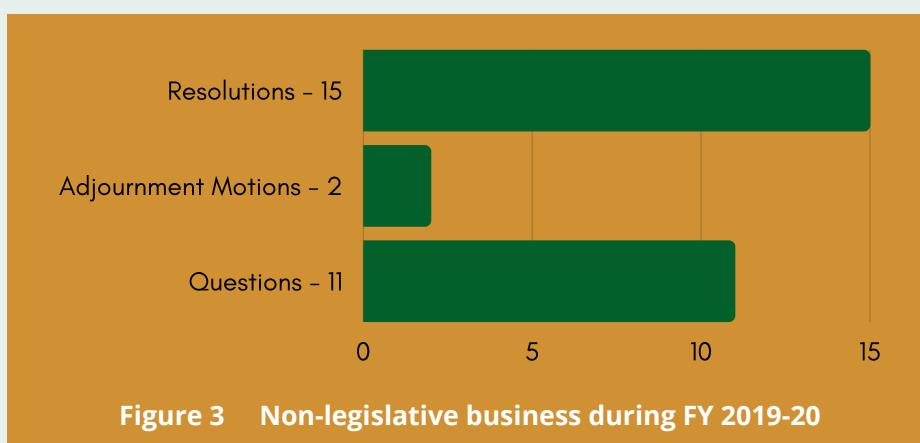
The Institute also offers Legislative Assessment Service to Honorable Members of Parliament where laws introduced on the floor of the House are assessed by a team of experts keeping in view the political, social, cultural, and economic aspects to improve the efficiency of existing legislation. During FY 2019-20 the Wing assessed six drafts viz-a-viz their efficacy and efficiency. The Research and Legislation Team of the Institute is trained in international Problem Solving Methodology for Legislative Assessment and Post Legislative Scrutiny.

c. Legislative Research Service:

PIPS Legislation Wing provides objective, impartial and in-depth analysis on different issues of national importance. During the FY 2019-20 the Institute prepared 13 parliamentary briefs for Honorable MPs.

d. Drafting of Non-Legislative Tools

During FY 2019-20, the Legislation Wing continued providing support to the MPs Federal and Provincial Legislatures in the shape of non-legislative business. During the said period fifteen Resolutions (15), two Adjournment Motions (2) and eleven Questions (11) were drafted for the MPs. Figure 3 shows statistics of non-legislative tools drafted by PIPS legislation wing.



e. Public Hearings and Legal Socialization Seminars

The Legislation Wing organizes public hearings, legal socialization seminars and round table discussions on legislative and oversight issues for identifying and addressing issues of public importance. PIPS Legislation Wing organized following events during FY 2019-20:

i. Parliamentary Roundtable to Discuss Implementation of National Civic Education Commission Act, 2018 was held on 22nd August 2019. The event was attended by the Honorable Minister of State for Parliamentary Affairs, the Honorable Parliamentary Secretary for Federal Education, Parliamentarians and civic education experts.

ii. Legal Socialization Seminar on Right to Education was held at District Bar Association Rawalpindi on December 13, 2019 that was attended by more than 300 participants including district advocates, law graduates and faculty from renowned law colleges.

iii. Legal Socialization Seminar on National Civic Education Commission Act, 2019 was organized on December 17, 2019. The event was chaired by the Honorable Parliamentary Secretary for Federal Education and attended by Parliamentarians, Civic Education experts, Academia and students with a total number of 90.

e. Collection of Laws:

i. Collection of Federal Law

As per guidance and direction of the PIPS Board of Governors, the Institute launched a project on data collection of all federal laws enforced in the country. Accordingly and as provided in Section 4(b) and 4(g) of the 2008 Act of the Institute, the team collected a total of 741 Federal laws, which include 203 colonial and 538 post-independence laws. It is an on-going effort that will enable the Institute to maintain data of laws enforced in the country.

- 741 Total
- 203 Colonial
- 538 After independence
- 516 Acts

- 225 Ordinances
- 208 Without Assembly
- 330 During Assembly
 - 283 Democracy
 - 46 Assembly during Dictatorship

ii. Collection of Provincial Laws:

As per guidance by the PIPS Board of Governors, PIPS also commenced Legislative Archiving Project in July 2018 for the entire provincial code comprising existing laws enforced. The data collection of around 2000 laws – their Titles as well as in most cases text has been collected from credible sources in hard copies and soft version, which in itself has been a gigantic task. PIPS is the only institution in the country to have achieved this momentous effort to collect the entire Federal and Provincial code (law) from the 1830s till date. The project has been conducted with the support of CDIP-Tabeer, in the data-collection phase. The province-wise number is as under:

Province	Number of Laws
i. Balochistan	406
ii. Khyber Pakhtunkhwa	440
iii. Punjab	597
iv. Sindh	623

3. LIBRARY

The Institute has state of art library for Hon. MPs and parliamentary researchers. The library has a unique collection of books related to parliamentary, national, and international affairs. Since 2013, 1770 books have been added to the library out of which 1287 books have been purchased by the Institute and 433 are gifted items.

The Library has acquired subscription of seven (07) magazines and periodicals i.e. Harvard Business Review, Foreign Affairs, Readers Digest Asia, The Economist, Journal of Democracy, Parliamentary Affairs and Parliamentarian. The Institute has also obtained subscription to HEC digital library. Moreover, seven newspapers are regularly provided in the library for the researchers and officials to remain up to date with current issues.

PIPS library is in the process of automation through KOHA, integrated library software. Bibliographic record of entire library collection has been entered in KOHA and is accessible through the online public access catalog (OPAC) at <http://library.pips.gov.pk/>.

PARLIAMENTARY DEVELOPMENT PROGRAMME WING

Pakistan Institute for Parliamentary Services (PIPS), established under an Act of Parliament in 2008, is mandated with conducting capacity-building and training events, and research and legislative services for the Honourable Parliamentarians and the secretariat functionaries assisting them. The Institute provides such services to the National Parliament as well as to the four Provincial Assemblies. In this context, the role of PIPS is unique as this is the only Institute in the country which serves and caters to the specific intellectual challenges faced by Parliamentarians and their respective secretariats.

The Parliamentary Development Programme (PDP) unit of the Institute is tasked to design and execute capacity-building events for the Members and officers of the National Parliament, Provincial Assemblies and the Legislative Assemblies of Pakistan. The events comprise several streams, including long and short courses, workshops, seminars, guest speaker sessions and thematic group discussions. The faculty comprises of veteran politicians, academicians, experts and executives with good understanding of the working of parliament.

CAPACITY BUILDING ACTIVITIES IN FY 2019-20

1. INTERNATIONAL WORKSHOP ON PARLIAMENTARY PROCESSES AND CONSTITUENCY RELATIONS:

February 27-28, 2020

For the Honourable Parliamentarians and Parliamentary Officers from Cambodia, Turkey, and Pakistan

Pakistan Institute for Parliamentary Services internationalized its services with the successful commencement of the first of its kind International Workshop on Parliamentary Processes and Constituency Relations from February 27-28, 2020 in the PIPS Campus Islamabad. The first international workshop became a reality with generous support of Civil Society partner, TABEER-CDIP. Honourable Parliamentarians and Parliamentary Officers from Cambodia, Turkey, and Pakistan participated in the two-day event which covered functions of the parliament in six thematically designed modules. Honourable Members and officers from Provincial assemblies and the National Parliament of Pakistan attended the conference. The workshop aimed at strengthening Parliamentary democracy by bringing Honourable Parliamentarians from different countries together for sharing Parliamentary practices of their respective countries.

The Workshop comprised six thematic sessions including:

- A Day in the Life of a Parliamentarian: Managing Constituency Relations and Outreach
- Powers of Committees in Effective Oversight
- Parliamentary Performance: Challenges and Opportunities
- Overview of Legislative Processes and Delegated Legislation
- The Power of Post Legislative Scrutiny in Effective Governance and
- Emerging Parliamentary Practices

2. NATIONAL PARLIAMENTARIANS CONFERENCE ON KASHMIR:

September 18, 2019

As envisioned by honorable Mr. Muhammad Sadiq Sanjrani, Chairman the Senate of Pakistan / President, Board of Governors Pakistan Institute for Parliamentary Services (PIPS), a historic and first of its kind National Parliamentarians Conference on Kashmir (NPCK) was held at the Jinnah Convention Centre on September 18, 2019. Honourable Dr. Arif Alvi, the President Islamic Republic of Pakistan, Honourable Mr. Sardar Masood Khan, the President Azad Jammu and Kashmir, and Honourable Mr. Raja Muhammad Farooq Haider Khan, the Prime Minister of Azad Jammu and Kashmir, highlighted the “urgent need for humanitarian efforts” in the wake of India’s annexation of Indian occupied Kashmir / repealing its special status; sub sequentially imposing the harshest communication / movement blockade of the recent history, denying the Kashmiri people the access to fundamental human rights.

The landmark conference was attended by over fifteen hundred delegates including the honourable Members from the Senate and the National Assembly of Pakistan as well as the Provincial and the Legislative Assemblies, Foreign Ambassadors, Media, Civil Society Activists, Parliamentary Officials, and representatives of All Parties Hurriyat Conference (APHC) from Indian occupied Kashmir.

The National Parliamentarians Conference on Kashmir Islamabad Declaration

- Recalling the Universal Declaration of Human Rights
- Lamenting the looming humanitarian crisis in the IOC
- Acknowledging the support of international community
- Condemning the serious crimes against humanity in IOC
- Reiterating Pakistan's unconditional support to Kashmiri people
- Urging the international community to take strict notice of unlawful acts and
- Calling upon the United Nations to constitute the Independent Inquiry Commission was unanimously passed by the representatives of all the Parliamentary parties in Pakistan.

3. PROGRAMMES FOR THE NATIONAL PARLIAMENT AS WELL AS PROVINCIAL AND LEGISLATIVE ASSEMBLIES

a. 6th National Parliamentary Development Course:

November 04 - December 20, 2019

For the Parliamentary officers in grade 17 and 18, from the Secretariats of the National Parliament, Provincial and Legislative Assemblies

On November 04, 2019, 6th National Parliamentary Development Course (NPDC) commenced - the flagship programme of the institution designed for the Parliamentary functionaries, keeping in view the peculiar needs and cutting edge solutions vis-à-vis the working of the Parliament and legislative houses. It comprised twenty seven Parliamentary officers in grade 17 and 18, from the Secretariats of National Parliament, Provincial and Legislative Assemblies. The core objectives included the capacity building of participants, instilling in them the objective reasoning abilities, enriching them with modern research techniques and tools, enlightening them with promotional opportunities, and providing them a break from laborious work routine. The course spanned over seven weeks encompassed modules pertaining to Constitution, Managing Assembly Business, Office Correspondence, Developing Leadership Capabilities, Managing Teamwork, and Preparing Research Briefs to name a few. The methodology included but was not limited to interactive sessions, spot tests, practicums, and official field visits, facilitated by academicians, professional experts, and seasoned Secretariat leadership from various Houses.

The real time feedback from the participants vis-à-vis course content, teaching methodology, and overall learning environment was vital to maintain the standards established by PIPS.

The development of e-learning portal by the Information Technology wing was the distinctive addition to the course as it provided the participants online access to the resource material.

b. Parliamentary Round Table Discussion on Pakistan's Priorities under the Action Plan Agreed with FATF:

SEPTEMBER 17, 2019

For the Honorable Members of the National Parliament and the Provincial Assemblies of Pakistan

PDP Wing organized a one-day Parliamentary Round Table discussion on Pakistan's FATF Action Plan on September 17, 2019. The participants were honorable Members of the National Parliament and the Provincial Assemblies of Pakistan. The plenary, comprising fifteen honorable Members, aimed at taking stock of implementation priorities and remaining work with regard to FATF's Recommendation 8; relating non-profit organizations working in the country. Moreover, it was designed to explore the possible steps the Parliament could take regarding implementation of FATF action plan through its oversight function.

Mr. Mansoor Hassan Siddiqui, Director General-Financial Monitoring Unit State Bank of Pakistan, briefed the participants regarding Pakistan's past and recent engagements with the FATF. He presented an overview of the FATF action plan which featured its time period, time line, and major action areas. Sheikh Sarfraz Ahmed, Former Joint Secretary ministry of Law and Justice Pakistan, spoke about the existing and potential legislative and regulatory framework in Pakistan with reference to the FATF action plan.

Ms. Van Broekhoven, Executive Director, Human Security Collective, Hague, Netherlands, described in detail the compliance mechanism regarding UNSCR 2462. She presented a case study of Indonesia successfully fighting its tedious battle against money laundering and terror financing, by pooling together international experts and policy makers vis-à-vis FATF.

Finally, Mr. Zafarullah Khan highlighted the ways the Parliament can play its effective role for the implementation of FATF recommendations by using oversight tools such as monitoring of concerned departments.

c. National Workshop on Strategic Communication and Media Engagement in Crisis Situation:

March 10-11, 2020

For the Honourable Members of the Provincial Assemblies and the National Assembly of Pakistan

Pakistan Institute for Parliamentary Services (PIPS), in collaboration with Pakistan Peace Collective (PPC), conducted the 3rd National workshop on Strategic Communication and Media Engagement in Crisis Situation. The capacity building event was piloted for the honorable Parliamentarians from March 10-11, 2020 at PIPS campus Islamabad. The objectives of the workshop were to equip the honorable Parliamentarians with strategic communication skills; responding in a crisis situation and handling social media for prompt and effective communication during challenging times. The workshop was attended by twenty honourable Members of the Provincial Assemblies and the National Assembly of Pakistan.

Honorable Senator Mr. Faisal Javed Khan was invited as the Chief Guest. He whole heartedly welcomed the honourable Members and stressed on learning the new digital media usage techniques, their importance, and reflection of positive side of Pakistan through social media platforms.

Dr. Mowadat Hussain Rana, a renowned Psychiatry and Mental Health Professor, offered an insightful account of the psychological perspective of violent extremism and terrorism in Pakistan.

Ms. Mahreen Khan, Barrister from Cambridge University, conducted a session on "Strategic Media Engagement in Crisis Situation". Mr. Usman Zafar, Manager Research & Social Media for Pakistan Peace Collective and Ministry of Information, briefed the participants on the "Effective use of Digital Media for the Parliamentarians" to enhance their constituency outreach. He also guided the participants to detect misinformation, and identify the fake news, videos, and pictures shared without cross checking the facts, through the widely acclaimed news channels or news websites.

Dr. Zubair Iqbal Ghouri engaged the participants in a practical activity relating “Crisis Communication Management & Media Interaction”. He conveyed some tips and techniques of managing communication with the media during crisis situation.

d. Inter-Secretariat Leadership Moot:

July 10-11, 2019

For the Senior Secretariat officers of the National Parliament and the Provincial Assemblies

PDP Wing convened an Inter-Secretariat leadership moot at Pakistan Institute for Parliamentary Services (PIPS) engaging senior Secretariat officers of the National Parliament and the Provincial Assemblies on July 10-11, 2019. Thirty officers from all the respective Secretariats participated in the programme. The objectives of this consultative meeting were to initiate a constructive dialogue amongst the senior Secretariat officers in leadership role to identify and deliberate upon competence development challenges and key issues in the Parliamentary Secretariats.

Honourable Ms. Shazia Sobia graced the occasion as a key note speaker in the first session and highlighted the expectations of Members from the Secretariat Leadership. The afternoon session focused on the key themes of positive institutional branding by endorsing Parliamentary decorum and traditions, and capitalizing on the opportunities for effective branding through social media. Former Secretary Senate, Mr. Iftikharullah Babar informed the worthy participants about the significance of Parliamentary decorum and further elucidated the role of Parliamentary officers in assisting the Members, while on the floor of the house as well as during Committee meetings, and all other official engagements.

Day-two began with an enlightening session on understanding core values and institutional sociology, facilitated by renowned Parliamentary expert and former Executive Director PIPS, Mr. Zafarullah Khan. Last session of the moot was dedicated to Assessment of Core Competencies. Director General PDP & IT, PIPS, Ms. Samer Awais conducted an interactive session on Competence gap analysis for the Secretariats whereby the Secretariat leadership had the opportunity to identify and discuss the need for intervention in their respective Secretariats based on real life case studies that they as Secretariat officers had gone through.

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4. PROGRAMMES FOR THE NATIONAL PARLIAMENT

a. Training on Essential Committee Management Skills:

SEPTEMBER 23-OCTOBER 09, 2019

For the Director Staff of the Senate of Pakistan

A three week programme on Essential Committee Management Skills was held for the Director Staff of the Senate from January 8-29, 2020. The training was attended by nine officers of the Senate Secretariat.

Ms. Samer Awais, Director General Parliamentary Development Programme, formally welcomed the participants and discussed the working of Committees in the Senate of Pakistan. Mr. Muhammad Anwar, Executive Director PIPS, thoroughly discussed the purpose of Committees and shed light on their functions and composition, referring to Rules of Procedure and Conduct of Business in the Senate of Pakistan. He particularized three types of committees; Standing Committees, Functional Committees, and Special Committees.

Syed Shamoon Hashmi, Joint Secretary National Assembly Secretariat, facilitated a session on “Observing Social Graces during the Meeting”, and emphasized the importance of sanctity of the Parliament. Ms Shagufta Aamer, a subject expert of English Language and Literature, imparted knowledge on the “Essential Reading and Writing Skills for Effective Parliamentary Communication” and Mr. Iftikharullah Babar, former Secretary the Senate of Pakistan, enumerated Minutes Writing principles in the House. Sheikh Sarfraz Ahmed, Legislative Consultant UNDP, briefed the participants on “Minuting Legislative Amendments”. While, Mr. Qamar Sohail Lodhi, Special Secretary National Assembly of Pakistan, explained the importance of the Constitution of Islamic Republic of Pakistan, Working of the Committees, and Preparation of Reports.

The three week intensive training programme concluded on January 29, 2020. Honourable Mr. Muhammad Sadiq Sanjrani, Chairman the Senate of Pakistan and President of Board of Governors, PIPS, was the chief guest in the closing ceremony. He stressed on the need for evolutionary mid-career trainings for the functionaries of the Parliament in order to enhance their professional expertise to tackle emerging challenges.

b. Orientation Programmes For Young Interns:

i. July 08-09, 2019

For the Interns of the Senate of Pakistan

A two-day orientation programme was conducted from July 08-09, 2019 that aimed at reinforcing the functional capacity of the newly recruited interns of the Senate Secretariat. Attended by fifty-two interns, the main objective of the programme was to inculcate comprehensive knowledge about the functions and working of the Senate.

Mr. Asim Goraya, Joint Secretary (HRM) Senate Secretariat, in his welcome remarks, stressed on the importance of youth outreach in political domain and explained how the interns would benefit from first-hand experience in the “House of Federation” during their two months’ internship programme.

Mr. Iftikharullah Babar, former Secretary the Senate of Pakistan, facilitated the first session; presenting a thorough overview of history, role, and functions of the Senate of Pakistan. He highlighted Parliamentary oversight tools to hold the Executive accountable for its actions and to ensure that it implements policies in accordance with the laws and budget passed by the Parliament.

Ms. Wajeeha Riaz, Section Officer (Legislation) Senate Secretariat, covered Rules of Procedure and Conduct of Business in the Senate 2012 and Standing Orders. She presented an overview of key procedures including summoning, prorogation, and quorum of the Senate.

ii. JULY 04-05, 2019

For the Interns of the National Assembly of Pakistan

Parliamentary Development Programme (PDP) Wing of PIPS conducted a two-day orientation for the interns of the National Assembly of Pakistan from July 04-05, 2019. The training was attended by one hundred and thirty interns and moderated by Ms. Nayab Abeer, Young Parliamentary Officer at PIPS.

Honourable Syed Fakhar Imam, Member National Assembly and Federal Minister for National Food Security and Research, graced the occasion as chief guest on Thursday, July 4, 2019. In his inaugural address, he emphasized on the interns to learn about political and constitutional history of Pakistan in order to play their role as informed citizens of this country. It was followed by a session on the importance and working of the Parliament. Justice (R) Muhammad Raza Khan highlighted the role and responsibilities of State institutions in the session.

Afterwards, Ms. Marvi Sirmed, a Parliamentary expert, reflected on the significance of political participation and inclusiveness of the citizens by speaking at length about the Parliamentary Democracy and the Right to Vote. Followed by a sessions facilitated by Mr. Iftikharullah Babar, former Secretary Senate of Pakistan, who familiarized the participants with Parliamentary etiquette and discipline; Mr. Muhammad Mushtaq, Additional Secretary National Assembly Secretariat, discussed at length the Legislative Procedure followed in the Parliament and Mr. Qamar Sohail Lodhi, Special Secretary, National Assembly Secretariat, emphasized on the functions that were exercised by the National Assembly which included; Elective Functions, Law Making (Drafting Bills), Oversight (Question, Calling Attention, Motion, Adjournment Motion, Point of Order, Zero Hour), Privilege, Resolutions, Committee System (Standing, Special, Select, PAC, and Functional committees), and Constitutional Reports.

The programme concluded with a session facilitated by Mr. Muhammad Rashid Mafzool Zaka, acting Executive Director PIPS, and Ms. Tehseen Khalid, Deputy Director Research, PIPS, who gave an overview of Parliamentary Research and working of PIPS as country's exclusive Parliamentary Services Center.

5. MANDATORY TRAINING COURSES

a. Parliamentary Studies Certificate Course Module I:

JULY 02-AUGUST 28, 2019

For the Officers Working in the National Assembly Secretariat

Fourth Parliamentary Studies Certificate Course (PSCC) - Module I commenced on July 2, 2019. Spread over six weeks, the long course has been designed to enhance the abilities and capabilities of the officers working in the National Assembly Secretariat, keeping in view the peculiar needs and challenges of the esteemed Parliamentary institution. Seventeen officers from the National Assembly Secretariat attended the course.

Mr. Qamar Sohail Lodhi, Special Secretary of the National Assembly, and Mr. Muhammad Mushtaq, Additional Secretary of the National Assembly, took extensive sessions on the Constitution of Pakistan and the Rules of Procedure and Conduct of Business of the National Assembly (2007).

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Introduction (RoP)	The summoning, prorogation & the quorum of the Assembly	Classification and Arrangements of the Business	The Parliament (Article 55-60)	Elections	Resolutions
Introduction (Constitution)	Definitions in the Constitution of the Pakistan Article 260	Questions (RoP), Principles of Policy, and the President	Legislature procedure (Article 70-77)	Privilege (Rules of Procedure)	Committee System
Constitution of Pakistan and Bills	Prorogue, Adjournment, Suspension, Oath and Seating	Questions, Short notice questions and Matters of public importance	The Financial Procedure (Article 79-88)	Adjournment Motion and Ordinances	General Rules of Procedure XXI
Definitions (RoP)	Fundamental Rights	The President	The Federal Government (Article 90-100)	Budget	
	Leave, Resignation and Vacation of Seats	The Majlis e Shoora/ Parliament	The Judicature (Article 175-199)		

b. Parliamentary Studies Certificate Course Module II:**Sep. 23-Oct. 09, 2019**

Module II of fourth Parliamentary Studies Certificate Course (PSCC) commenced on September 23, 2019. The core objectives were to build capacity of the officials of the National Assembly Secretariat and groom their professional skills. The course spanned over 2 weeks included multiple sessions; conducted by seasoned professional experts as well as senior officials from the PIPS and the Parliament.

Week 1 included Fundamentals of Communication; Writing Minutes and Legislative Amendments, Principles of Parliamentary and Committees' Report Writing, and Scrutinizing Public Policy for Governance and Reforms.

Week 2 covered the themes of Committees as a Medium of Consensus Building, Parliamentary Decorum, etiquette and Presentation Skills, General Planning, Coordination and Organization Skills, Essential First Time Leaders' Skills, Visioning and Strategic Time Management, and Positive Thinking for handling challenging situations. This module included spot tests, practicums, presentations, and outdoor activities for the participants.

6. PROGRAMMES FOR THE PROVINCIAL ASSEMBLIES

a. Orientation Programme:

September 19-20, 2019

For the Newly Elected Honourable Members of (Erstwhile FATA) the Provincial Assembly of Khyber Pakhtunkhwa

Through a historic political development in the history of Pakistan on July 20, 2019, the people of erstwhile FATA, by exercising their right to vote, elected sixteen Members to the Provincial Assembly of Khyber Pakhtunkhwa. To welcome and introduce the new Members about the working of the Assembly, Pakistan Institute for Parliamentary Services (PIPS) organized an orientation programme, in collaboration with UNDP, from September 19-20, 2019 in Peshawar. The chief guest for the event honourable Mr. Ziaullah Khan Bangash, Advisor to the Chief Minister Khyber Pakhtunkhwa on Education, encouraged the new Members to take full advantage of the initiative taken by PIPS and elaborated that these sessions were held to facilitate them for understating the nature of work at the Assembly, as it was essential to know the Rules of Procedure and Conduct of Business of the House.

Mr. Zafarullah Khan, a renowned Parliamentary Expert, briefed the honourable Members regarding a very important role of the Parliament i.e. Taxation, and the steps to be taken to combat challenges in the implementation of recommendations.

The next session was facilitated by Mr. Iftikhar Ullah Babar, former Secretary the Senate of Pakistan. Mr. Babar spoke about the importance and significance of different oversight tools for effective oversight, while adhering to the Rules of Procedure and Conduct of Business of the Provincial Assembly of Khyber Pakhtunkhwa.

Ms. Samer Awais, Director General PDP & IT (PIPS), briefed the participants about different forums currently at-work in the National Parliament and Provincial Assemblies including the Women Parliamentary Caucus (WPC), Sustainable Development Goals (SDGs) Task Force, and the Young Parliamentarians Forum (YPF).

Mr. Afaq Iqbal, IT Officer (Programmer) from the Provincial Assembly of Khyber Pakhtunkhwa, conducted a session on E-Parliament and how the Assembly had shifted to a “less paper” environment.

Mr. Bilal Khattak, Representative UNDP, briefed the participants about forums facilitated by UNDP in the Assembly, achievements, and future plans e.g., SDGs Task Force, the Young Parliamentarians Forum (YPF), and Women Parliamentary Caucus (WPC).

Mr. Muhammad Rashid Mafzool Zaka, conducted a session on the "Role and Functions of Committees". He discussed the significance of Committees, explained the legislative analysis model with examples from the recent past, and emphasized that Parliamentary scrutiny executed through Committees ensures good governance and delivering democracy.

b. Workshop on Essentials of Effective Committee Performance:

August 20-21, 2019

For the Committee Chairs of the Provincial Assembly of Balochistan

A two day workshop on “Essentials of Effective Committee Performance” was held at PIPS, Islamabad, from Aug. 20-21, 2019, in collaboration with United Nations Development Programme (UNDP) Pakistan. The objectives were to optimize the performance of Committees for effective oversight; ensure transparency in the matters of public importance and comprehend the role and functions of Committee Chairs and Secretary Committees. The programme was attended by twenty-two honourable Chairpersons of the Standing Committees and officers of the Provincial Assembly of Balochistan.

Mr. Muhammad Rashid Mafzool Zaka, Acting Executive Director PIPS, in his welcome remarks highlighted the strategic importance of Balochistan as a province and emphasized on the role of Committees to ensure accountability for every department of the province. In the first session, honorable Senator Dr. Jahanzeb Jamaldini shared his experience on Committees’ best practices. He elaborated that Committees have the power to question inefficient strategic planning on the performance of state institutions. It was followed by a knowledge sharing session conducted by Mr. Muhammad Mushtaq, Additional Secretary Legislation the National Assembly of Pakistan. The seasoned scholar, having diverse experience of the working of the Parliament, discussed the role of Committees in pre-legislative scrutiny; the stage where the proposed Bills are referred to relevant Committees by the House. Later on, Mr. Tahir Shah Kakar, Special Secretary, Provincial Assembly of Balochistan, described in detail the Rules of Procedure, composition, functions, and the powers of the standing committees in Balochistan. Mr. Karim Gabol, Project Officer (Parliament) UNDP Pakistan, discussed the Public Outreach aspect vis-à-vis the working of the Committees.

Day two commenced with a knowledge sharing session by honorable Syed Fakhar Imam, Member and former Speaker the National Assembly of Pakistan. Mr. Imam highlighted the significance of Standing Committees, their evolution, and the best practices in the House of Commons. He added that it was the duty of the Members to exercise their authority in order to keep a check on the performance of the Executive.

The workshop concluded with a visit of the Senate of Pakistan. Mr. Hafeezullah Sheikh, Additional Secretary of the Senate of Pakistan briefed the august audience about the best practices of the Standing Committees in the Senate of Pakistan. The participants had the opportunity to call on honorable Mr. Muhammad Sadiq Sanjrani, Chairman the Senate of Pakistan, who emphasized on the importance of knowledge sharing sessions for the legislators from all the Assemblies of Pakistan. He stressed that PIPS should play its role in creating awareness about the working of the Parliament and enhancing the Parliament’s outreach to the Executive and other organs of the state.

c. Workshop on Women in Parliamentary Leadership:

February 06-07, 2020

For the Honourable Women Members of Provincial Assembly of the Punjab

PDP Wing, in collaboration with TABEER-CDIP, organized a two- day workshop on “Women in Parliamentary Leadership” for the honourable women Members of the Provincial Assembly of the Punjab. The event was attended by twenty six women Members of the Provincial Assembly of the Punjab, and three officers of the Punjab Assembly Secretariat.

Honourable Shahnaz Wazir Ali, former Member National Assembly of Pakistan, presented an enlightening view of “the Role of Women in Pakistan's Politics”, highlighting the concept of Women caucus and the role of women political leaders in protecting the rights and dignity of women.

Mr. Kamran Rizvi, Senior Consultant Cernelian, facilitated the session on “Negotiating Political Space” where various approaches were explained in dealing with conflict and building consensus as well as meaningful participation in “Issue Based Politics”. Mr. Rizvi engaged the participants in different indoor/outdoor activities and reiterated that in political negotiations, facts and perceptions were important tools to consider.

On the second day, Syed Shamoos Hashmi, Joint Secretary National Assembly of Pakistan, contextualized the historic role women have been playing in political movements. He invited honourable Syeda Abida Hussain, former Parliamentarian, to discuss the concept of “Building Constituency Relations” and establishing an effective position across party lines. She shared her political experience and challenges that she faced as a career politician.

Mr. Zafarullah Khan, eminent Parliamentary expert, brought to fore the “Significance of Learning in a Challenging Political Landscape” in Pakistani context.

The event ended with presentation by Mr. Inayat ullah Lak, Director General Parliamentary Affairs and Research, the Provincial Assembly of the Punjab, on “Comparative Analysis of Committees’ Rules of procedure”. He briefly discussed the comparison between Committee Rules of the National Assembly, the Senate, and the four Provincial Assemblies of Pakistan and described various parliamentary tools to hold the government accountable.

d. Workshop on Women in Parliamentary Leadership (II):

February 13-14, 2020

For the Honourable Women Members of Provincial Assembly of the Punjab

Pakistan Institute for Parliamentary Services (PIPS), in collaboration with TABEER-CDIP, organized a two-day workshop on “Women in Parliamentary Leadership” for the honourable women Members of the Provincial Assembly of the Punjab at Pearl Continental Hotel, Bhurban from February 13-14, 2020. Attended by eleven honourable women Members and three officers of the Provincial Assembly of the Punjab, the workshop aimed at sharing knowledge about “Conflict Resolution and Consensus Building” for developing coalition partnerships, effective Parliamentary Oversight and working in the Committees.

Dr. Huma Naveed Baqai, a renowned expert and Associate Professor from the Institute of Business Administration (IBA) Karachi, presented the strategies for the “Conflict Resolution & Building Consensus” in the political and Parliamentary landscape.

Honourable Mr. Riaz Fatyana, Member National Assembly of Pakistan, and Mr. Zafar ullah Khan, a renowned Parliamentary Expert, co-chaired a session describing “Committees as Forum for Harmonization”. Mr. Khan highlighted the role of Standing Committees of the Parliament and said that in the Committee meeting, decisions should be made for the national interest apart from any political influence.

Honourable Riaz Fatyana, Member National Assembly of Pakistan and Convener National Parliamentary taskforce on SDGs, shared the best practices of the Committees in the National Assembly of Pakistan that they were open to take suggestions coming from the civil society on any grave issue. He recommended that the concept of delegated legislation should be introduced in the Provincial Assembly of the Punjab as well.

On the second day, Ms. Rabeea Anwar, Joint Secretary Senate of Pakistan, while discussing the role of “Women Leaders in Pakistan’s Politics”, acknowledged that the women Members of the Parliament were the leaders of their constituencies. She particularly mentioned the women leaders who played decisive role in the political history of Pakistan by introducing the bills to protect women’s rights.

Mr. Zafarullah Khan, briefed about the “Strategic Communication during Political Crisis” and discussed the decisive role media could play during any political crisis. He stated that in order to professionalize the political and parliamentary communication, the political parties needed to affiliate themselves with media organizations supporting their point of view.

Lastly, Mr. Inayatullah Lak, Director General Parliamentary Affairs and Research, the Provincial Assembly of the Punjab, briefly discussed the comparison between Rules of Committees in the National Assembly, the Senate, and the four Provincial Assemblies of Pakistan and listed various Parliamentary tools to hold the executive accountable.

e. Consultative Workshop on Rules of Procedure:

February 06-07, 2020

For the Chairpersons of the Standing Committee, the Provincial Assembly of the Punjab

PDP Wing in partnership with TABEER-CDIP, conducted a two day workshop on Rules of Procedure and Conduct of Business for the honourable chairpersons of the Standing Committees of the Provincial Assembly of the Punjab. Fourteen honourable Members and four officials of the Provincial Assembly of the Punjab participated in the workshop. The workshop intended to educate the participants about the working of the Assembly while focusing upon Rules of Procedure vis-à-vis the working of Committees.

Mr. Inayatullah Lak, DG Research and Parliamentary Affairs of the Provincial Assembly of the Punjab, explicated Rules 148-164 of the Rules of Procedure of Provincial Assembly of the Punjab. He illustrated the working of Standing Committee, its composition, power, and proceedings. He concisely explained the chronology of Rule-making process in various Assemblies in Pakistan.

In the next session, Mr. Muhammad Anwar, Executive Director PIPS and former Secretary the Senate of Pakistan, shed light on the various types of Committees of the Legislatures in Pakistan.

On the second day, Mr. Muhammad Mushtaq, Additional Secretary National Assembly, discussed Rules 165-175 of the Rules of Procedure (RoP) and Conduct of Business of the National Assembly. He talked about the special reports, reports of committees, committee meetings, unfinished work of committees, and select committees. Afterwards, Mr. Qamar Sohail Lodhi, Special Secretary National Assembly Secretariat, enlightened the participants about Rules 176-179 relating the working of the Public Accounts Committee (PAC).

Mr. Inayat Ullah Lak, discussed Rules 180-188 of the Provincial Assembly of the Punjab. He elaborated the working of Committee on Privilege, Government Assurances, Library, House Committee, and Special Committee.

In the last knowledge sharing session of the event, honourable Chairpersons discussed and built consensus amongst themselves on the draft of recommendations for the presentation and adoption by the House.

7. WORKSHOPS ON THE ROLE AND FUNCTIONS OF PUBLIC ACCOUNTS COMMITTEES

In the Westminster model of government, much of the work of the Parliament takes place in the committees comprising members of the Parliament. These committees examine issues in detail, from government policy and proposed new laws, to wider topics like the economy. The Public Accounts Committee is one of the most significant committees w.r.t. its nature of work.

In the year 2019-2020, Pakistan Institute for Parliamentary Services (PIPS) in collaboration with Westminster Foundation for Democracy (WFD) conducted a series of workshops with the national as well as all the provincial legislatures to familiarize the honourable Members of the PACs with its Functions, Powers, and Rules of Procedure. Through these capacity building events for PAC Committee Members and officers, PIPS assisted the legislatures in strengthening the oversight and scrutiny function of Public Account Committees.

The main focus of this initiative was to stimulate a constructive dialogue on the prevailing challenges and opportunities, audit process, assessment of annual financial statements, International best practices, performance audit, and compliance & follow up on PAC recommendations.

In these consultations, the best practices of the working of PAC in the countries following Westminster Model of Democracy were shared, along with the comparison of Rules of Procedures in the various Assemblies in Pakistan. Another aspect of these workshops was to elaborate on the relation between Public Accounts Committee and Auditor General Pakistan. The technicalities involved in the dialogue between the PAC and the Supreme Auditing Body were highlighted. The substantial obstacles during the Compliance and follow up on PAC recommendations were discussed and the participants agreed upon potential solutions.

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a. PAC-Orientation Workshops:

i. August 28-29, 2019

For the Members and Officers of the Provincial Assembly of Khyber Pakhtunkhwa

PDP Wing, in collaboration with Westminster Foundation for Democracy (WFD), organized a series of orientation workshops for the honorable Members and Committee staff of PACs in the Provincial capitals of Pakistan.

In this regard, first provincial programme on the role and functions of Public Accounts Committee was organized for the honourable Committee members and staff of the Provincial Assembly of Khyber Pakhtunkhwa. Twenty five Members and officers of the Provincial Assembly of Khyber Pakhtunkhwa attended the event held in Assembly Secretariat, Peshawar, with the objective to enhance the performance of Public Accounts Committee for effective oversight.

In the first session held, honorable Ms. Shahida Akhtar Ali Khan, MNA and Member PAC in the National Assembly of Pakistan, spoke about the importance of scrutinizing audit paras, ensuring compliance, and following up PAC recommendations with the AGP. Ms. Najma Siddique, former Joint Secretary of the National Assembly of Pakistan, facilitated the next session and briefed the participants about the do's and don'ts of Minutes Writing process in PAC meetings, followed by a session on Rules of Procedure (ROP) on PACs. Mr. Amjad Ali, Additional Secretary, Provincial Assembly of Khyber Pakhtunkhwa, presented a comprehensive overview of ROP and explained the authorization of PAC rules chronicling their evolution.

On Day-two, Mr. Inam Ullah Khan, Additional Secretary PAC of the Provincial Assembly of Khyber Pakhtunkhwa, briefed the participants about the interaction needed between PAC and AGP for effective performance of PAC Committees. Mr. Khan briefed the plenary on the establishment and history of Public Accounts Committee in the Provincial Assembly of Khyber Pakhtunkhwa. The last session of the workshop was jointly facilitated by Mr. Amjad Ali and Mr. Faisal Hayat who briefed the participants about Process-Mapping for PAC, Budget Cycle, and role of the legislature in this process.

ii September 02-03, 2019

For the Members and Officers of the Provincial Assembly of Balochistan

Pakistan Institute for Parliamentary Services (PIPS) conducted a two-day orientation programme on the working of PAC for the honourable Members and staff of Provincial Assembly of Balochistan, on September 02-03, 2019 at the Secretariat of the Provincial Assembly of Balochistan. The event was attended by twenty honourable Members and officers of the Provincial Assembly of Balochistan. The objectives of the orientation were to optimize the performance of Public Accounts Committee for effective oversight, and to enhance the role provincial assembly can play to ensure its efficiency.

The program commenced with the recitation of the holy Quran followed by introduction of participants by Ms. Samer Awais, DG PDP & IT, PIPS. To lay the ground for discussion, Ms. Samer shared some of the best practices of the working of PAC in the countries following Westminster Model of Democracy. Afterwards, Secretary Provincial Assembly of Balochistan, Mr. Safdar Hussain, in his welcome remarks, appreciated the initiative of PIPS for conducting capacity building events for the Members and the staff.

In the first session, Mr. Faisal Hayat, PAC expert, elaborated the Process Mapping of Public Accounts Committee and its functioning from pre PAC stage to the decision-making phase. Following that, Mr. Tahir Shah Kakar, Special Secretary Provincial Assembly of Balochistan, explained the “Rules of Procedures of PAC in Provincial Assembly of Balochistan”. He pointed out a unique provision in the Rules of Procedure of the Provincial Assembly of Balochistan that there is no restriction on provincial ministers being members of the PAC.

Mr. Faisal Hayat, in another session titled “Working with AGP and Budget Variance Analysis”, highlighted the importance of working relations between the PAC and the AGP (Auditor General of Pakistan), and explained at length the working of DACs (Departmental Accounts Committees). He simplified the technicalities of paras in annual report of AGP for easy understanding of the participants. In the last session of the day, Ms. Najma Siddiqui, former Secretary PAC the National Assembly of Pakistan, highlighted the significance of Performance Audit Reporting; its format, and technicalities during the working of the PACs.

On the second day, Mr. Syed Fayyaz Hussain Shah, Joint Secretary PAC of the National Assembly of Pakistan, shared the reforms introduced in the Rules of Procedures and working of the Federal PAC with the participants.

The second session of the day was jointly facilitated by honorable Ms. Shahida Akhtar Ali Khan, MNA and Member PAC in the National Assembly of Pakistan, and Mr. Siraj-ud-din Lehri, Deputy Secretary of the Provincial Assembly of Balochistan. The honourable Member shed light on scrutinizing audit paras, PAC recommendations, ensuring compliance, and follow up with the AGP. She explained the intricacy of relationship between the Auditor General, the department, and the Secretariat that forms PAC. Mr. Lehri briefed the participants on the challenges that the PAC of the Provincial Assembly of Balochistan faces; workload of past years, lack of human resource, shortage of necessary equipment, and un-trained staff which hampers the efficiency and effectiveness of PACs.

The last session of the orientation programme was dedicated for the PAC Secretariat staff. In this session, Ms. Najma Siddiqui shared the formal format of the recording of minutes of meeting and report writing during PAC meeting. In his concluding remarks honourable Mr. Akhtar Hussain Langov, Chairman PAC of the Provincial Assembly of Balochistan, appreciated the efforts of PIPS and the honourable Members who, despite their political commitments, attended the two-day orientation.

iii. October 03-04, 2019

For the Honourable Members and Officers of the Provincial Assembly of Sindh

Continuing the PAC series in the provinces, a dedicated workshop was organized in Karachi, for the Honourable Members and staff of Provincial Assembly of Sindh from October 03-04, 2019. The objectives were to optimize the performance of Public Accounts Committees for effective oversight and familiarize the participants with the role provincial assembly could play to ensure the implementation of its decisions.

The programme was attended by twenty honourable Members, and officers of the Provincial Assembly of Sindh. Honourable Syed Yawar Abbas Bokhari, Chairman PA Punjab, welcomed the participants and talked about Powers and Significance of Public Accounts Committees. Mr. Khalid Mahmood, Executive Director of Pakistan Institute of Legislative Oversight, was next to speak, who highlighted the PAC reforms introduced in the National Assembly of Pakistan.

Later, Mr. Amjad Ali, Additional Secretary-PAC, the Provincial Assembly of Khyber Pakhtunkhwa, and Mr. Faisal Hayat, PAC expert, shed light on the Rules of Procedure of PAC in Provincial Assembly of Sindh, Process Mapping for PAC, PACs Budget Cycle, and Working with AGP.

The second day of the workshop commenced with a practice sharing session on Compliance and Follow-ups on PAC Recommendations. Honourable Syed Yawar Abbas Bokhari, Chairman PAC Punjab, and Mr. Khalid Mahmood, Executive Director of Pakistan Institute of Legislative Oversight discussed the implementation process of the provincial Assembly of the Punjab and the National Assembly of Pakistan. Following that, Mr. Amjad Ali and Mr. Faisal Hayat briefed the participants on Strategizing PAC Business and Work plan. The workshop ended with a practicum session for the Secretariat officers only. This session was facilitated by Mr. Faisal Hayat and Mr. Amjad Ali and the participants were enlightened on the way they could assist the legislators by preparing working papers.

iv. December 16-17, 2019

For the Honourable Members and Officers of the Provincial Assembly of the Punjab

PDP Wing, in collaboration with Westminster Foundation for Democracy (WFD), organized a two day event at Pearl Continental Hotel, Lahore for honourable Members and officers of the Provincial Assembly of the Punjab.

Mr. Inayat Ullah Lak, DG Parliamentary Affairs & Research, the Provincial Assembly of the Punjab apprised the honourable Members about the Rules of Procedures and Conduct of Business for PAC in the Punjab Assembly. Honourable Member from Provincial Assembly of Sindh, Mr. Qasim Soomro shared his experience of public hearings and expressed his views on how to make oversight effective and the need base assessment in drafting the policy of every department.

Afterwards, Mr. Ejaz ul Haq, DG District Audit Punjab, gave an overview of Audit Process, and shed light on legislation, provisions, annual audit planning, audit procedures, code of ethics, and finalization of audit reports. At the end of the first day, Mr. Rana Shahzad, DG Accountant General Punjab, and Mr. Mohsin Khan, former DAG, discussed in detail “The Assessment of Annual Financial Statements” and shared directives and guidelines defined for Principle Accounting Officers (PAOs).

On day two, Mr. Faisal Hayat provided a detailed overview of working of PAC in Westminster System of democracy. He briefly compared Performance Audit with Policy Audit and discussed the concept of Super Audit. It was followed up by discussion on the Role of Performance Audit, chaired by Mr. Muhammad Akram Khan, former DAG, and Mr. Amir Fayyaz, Director Audit.

In the afternoon session, Honourable Ms. Yasmeen Rehman, former Member of National Assembly and PAC, and Mr. Khaleeq Ahmed Obhah, Joint Secretary of the National Assembly shared their experience on compliance and follow up issues on PAC's recommendations.



ANNUAL REPORT 2019-20

CAPACITY BUILDING & DEVELOPMENT WING

Capacity Building & Development Wing (CB&D) is the youngest wing of the Institute. It is mandated to formulate the Institute's project development and implementation policies in consultation with stakeholders. PIPS undertake a number of projects in association with its national and international partners.

The role of CB&D is to streamline the whole process of project cycle management (PCM), take steps to avoid duplication and undertake implementation of projects in an effective manner. It is also mandated to implement an accurate, comprehensive and efficient Project Monitoring and Evaluation Mechanism. Besides consultation with stakeholders, project development and project monitoring, CB&D is also entrusted with the responsibility of formulation of Parliamentary outreach and communication strategy and to ensure its implementation in an effective manner.

In the beginning of the year 2020, the Parliament of Pakistan amended the PIPS Act 2008. Under the amendment, the institution was mandated with the core responsibility of organizing and conducting capacity development programmes for Federal and Provincial government functionaries. The responsibility for these trainings was bestowed upon CB&D Wing. The purpose of these trainings is orientation of Civil Servants on the Parliamentary Business and Legislative Process so as to enhance their understanding and knowledge ultimately raising the level of cooperation between the legislatures and the executive.

The main activities of the wing are as under

- Capacity Building of Government Functionaries including Civil Servants
- Coordination with Donors
- Project Development and Implementation
- Project Monitoring
- Communication and Outreach
- Preparation of the Annual Report of the Institute
- Production and Publication
- Parliamentary Broadcasting Services
- Marketing and Implementation of Projects/ Annual Work Plan
- Coordination with Senate/ National Assembly
- MoUS with Partners

1. ACTIVITIES IN FY 2019-20

The CB&D Wing undertook following activities during the FY 2019-20

a. IP5 Project:

One of the main highlight of CB&D Activities for FY 2019-20 is the successful procurement of European Union's IP5 Project "Support to Parliamentary Development in Pakistan" in consortium with GIZ.

The EU funded IP5 project was signed in December 2018. The current IP5 project is based on the September 2019 amendment with a proposed budget of €15 million. Under the project, the EU is focusing on two implementation modalities, one being 'service provision' (made up of technical assistance and capacity development) and another 'supplies'. The consortium, which is being awarded the contract (GIZ and PIPS, will be responsible for implementing the services portion (technical assistance and capacity development).

The Institute has conducted several meetings with the partners GIZ and currently both the implementing partners are in the process of preparation of Tender documents. The CB&D Wing is actively working in coordination with GIZ on the project. The Wing in FY 2019-20 has prepared Job Description for lead positions of the project, collected CVs and prepared data sheets from the CVs as per Job Descriptions, shortlisted eligible candidates and prepared Bid Documents.

b. Capacity Building of Government Functionaries including Civil Servants

In February, 2020, the Parliament made an amendment in the PIPS Act 2008 and expanded the Institute's existing mandate by including training of Civil Servants of both Federal and Provincial Governments in the realm. The amendment says,

"to provide for in-service trainings related to parliamentary affairs, to the Federal Government Officials including the civil servants and such officials of the provincial governments, nominated by respective Governments and selected by the Establishment Division."

The idea of training to the civil servants was envisioned by the Honorable Chairman Senate of Pakistan/PIPS Board of Governor, Senator Muhammad Sadiq Sanjrani and accordingly in the 33rd meeting of PIPS's BoG in September 19, 2019, PIPS was entrusted with the responsibility to facilitate, plan and organise a two week training programme for civil servants.

To ensure that the programme is rolled out smoothly without any hiccups, Pakistan Institute for Parliamentary Services Act (2008) was also amended by the Parliament to mandate the Institute to train civil servants on Parliamentary Procedures.

The CB&D Wing of PIPS has been given the task to carry out the training program. Since the inception of the idea in year 2019-20, the Wing has made feasibility report and concept note of the project. Letter to Secretary Establishment Division, Chief Secretaries of all four provinces and, Gilgit Baltistan and Azad Jammu Kashmir has been sent for nomination of officers for

training. And a list of nominees has been prepared. The module and course content for the training are being prepared under the guidance of Chairman Senate of Pakistan / President PIPS Board of Governors Honorable Senator Muhammad Sadiq Sanjrani.

c. Parliamentary Support Group:

After the return of Parliamentary Diplomacy in Pakistan in the year 2008, various international and national organizations started working towards strengthening the institutional capacities of the Parliament and Provincial Assemblies of Pakistan through various interventions. But there was no formal forum or mechanism available where the parliamentary strengthening donors, diplomatic missions and implementing organizations may share the information, experiences and learning from implementing parliamentary programmes in Pakistan. Many of the donors and implementing organizations worked individually and approached each other only on need basis.

To fill the gap, British Council Pakistan formed Parliamentary Support Group (PSG) in 2018 and held its first meeting at PIPS. After the initial meetings, the PSG Forum remained inactive. In the year 2019-2020, under the direction of Executive Director, CB&D took the initiative of reviving the PSG Forum. After extensive coordination and communication with partner organization, PSG Meeting was arranged at PIPS on 8th February 2020. The meeting was attended by representatives from 14 partner organizations. In the meeting it was decided that PSG will have meetings quarterly and PIPS will serve as its Secretariat. It was also decided that National Assembly and Senate Secretariat would be made part of PSG so that the forum's agenda is in line with their Annual Plans.

d. Memorandum of Understanding

PIPS since its inception has been working with different partner organizations and institution on different projects and programs on Parliamentary development. In order to ensure these activities were carried out without any setbacks and terms of agreements for these activities were clear, PIPS has signed multiple MoUs with partner organizations. As per the terms of MoUs, the partner organizations are divided into two distinct categories i.e. Academic Institutions and Think Tanks, which constitute organization with which the areas of partnership are knowledge sharing and exchange of experts. And International Organizations which beside knowledge sharing also offers grants to the Institute and collaborate on capacity building programs.

In the year 2018-19, CB&D Wing, under its given mandate, took the task of assimilation and filing of MoUs that the Institute has signed with partners over the years. A track list of the MoUs was also created on the basis of expiration date of the MoUs to make the process of identification of MoUs for renewal easier. In the year 2019-20, the wing did not only take initiative on PIPS behalf to expand its partnership but also for the renewal of MoUs due to expire.

As mentioned above, the MoUs are divided into two categories i.e. Academic Institutions and Think Tanks, and International Organizations. MoUs with international organisations are further divided into Long Term and Short Term MoUs.

MoUs with following organizations were signed during 2019-20 :-

Academic Institutions/ Think Tanks	International Organizations	
	Long Term MoUs	Short Term MoUs
Sustainable Development Policy Institute (SDPI)	Westminster Foundation for Democracy (WFD)	Tabeer (British Council)
Idara-e-Taleem O Agahi (ITA)	United National Development Program (UNDP)	CDIP (British Council)
Migrant Resource Center (MRC)		
Institute for Regional Studies (IRS)		

e. Pictorial Almanac:

The Chairman Senate of Pakistan/ President Board of Governors PIPS envisioned a pictorial book which encapsulates the Parliamentary and Constitutional History of Pakistan. The task was assigned to CB&D Unit to research, compile and design a comprehensive pictorial book that gives overview of the Constitutional and Parliamentary History from 1947 onwards.

For compilation of the book, as a first step CB&D conducted a research and collected data related to the history of Parliament and Constitution which was used to make an outline of the book and a timeline against which photos could be collected. The collection of data was a time consuming and arduous task. After the procurement of data, it was sorted and the captions were studied and corrected in line with the Parliamentary debates. The photo book is in its design phase. The data for pictorial Almanac was collected from the following Houses/Departments/Organizations:-

1. Senate of Pakistan
2. National Assembly of Pakistan
3. Press Information Department (PID)
4. National Archives of Pakistan (NAP)

f. Media Communication and Outreach:

PIPS endeavors to promote and explain parliamentary democracy and disseminate the work of the Parliament of Pakistan to a wider audience. CB&D Wing of PIPS is mandated with conducting outreach and communication activities not only for the Institute but for also for the Parliament of Pakistan. To ensure that these activities are conducted smoothly, the CB&D developed a 'Media Communication and Outreach Strategy' for PIPS in FY 2019-20 which would allow to communicate with the public and to educate them about the working of Parliament of Pakistan and its distinguished services. The strategy is intended to develop and sustain people's full and informed participation in the formulation, implementation and evaluation of policy decisions and outcomes. Its mission is to promote a meaningful productive interaction between an efficient, effective legislature and dynamic, vibrant civil society.

'PIPS Media Communication and Outreach Strategy' expands on the Objectives, Channel of Communication, Target Audience and Approach for PIPS' outreach and communications. It also details out the Implementation Team for the task and their Roles and Responsibilities.

g. Business Plan 2019 -20:

Parliamentary Institutions across the world have their respective business plans which are available to the stakeholders. Business Plan of an institute is an integral document providing a list of activities to be conducted throughout the year.

The Capacity Building & Development Wing in FY 2019-20 has also developed an annual business plan for year 2019-2020. The yearly business plan entails a comprehensive list of activities to be implemented by the institute. Moreover, it facilitates stakeholders to oversee the yearly activities and collaborate on future initiatives in the field of Parliamentary research, legislation, outreach and capacity building of Parliamentarians and Parliamentary functionaries.

h. Print and Electronic Media:

The CB&D Wing issued press releases to the media for the following events

- International Conference on Parliamentary Procedures and Constituency Relations
- International Women's Day 2020 - 'The Protection against Harassment of Women at the Workplace Act 2010

i. Social Media:

PIPS Social Media Team working under the guidance of DG Capacity Building and Development carried out following activities during FY 2019-20

i.TORs for PIPS Social Media Team

The interconnectivity between Parliament and People can play a huge role in strengthening of democracy and building people's confidence in Parliamentary procedures. It is why Parliaments over the world are working on increasing their public outreach through different means like social media, public petitions, public visits to the Parliament and other educational activities. With the increasing number of citizens on social media, it has become an important channel for parliaments to engage citizens.

Social media serves as an important communication forum in Pakistan as it disseminates information, mobilise segments, voice humanitarianism, advocate social causes and facilitate political discussion. Pakistan has an increasing digital population with youth leading the demographics. Pakistan has over 44 million of which 35 million are regarded as active social media users. With the right skill set, approach, tools and support social media has the potential to reach out to significant population and strengthen the connection between the people and the parliament in Pakistan.

Digital media makes Parliament and its members more transparent and accessible and can bring democracy closer to the public, but they also multiply the channels and can increase the complexity of Parliamentary communication, outreach and engagement. The Institute's Capacity Building & Development (CB & D) Wing developed ToRs for Social

Media as Parliamentary protocol may need to adapt and facilitate when trying to fully exploit media that need a quick, more open and conversational approach.

ii. Content Shared on Different Social Media Platforms

PIPS Social Media Team working under the guidance of Director General Capacity Building and Development has been actively working not only to report on the events happening at the institution but also has been designing content to educate the public on working of the Parliament, constitutional provisions and laws.

The following list covers the content that has been shared by the social media team on PIPS' different social media platforms:-

Name		SM Platform	Type of Content
Events	5th CPA Regional Conference	YouTube	<ul style="list-style-type: none"> • Pre-Event Video Teaser
		Facebook	<ul style="list-style-type: none"> • Live Session
		Twitter	<ul style="list-style-type: none"> • Live Tweets
	Kashmir Hour	Facebook	<ul style="list-style-type: none"> • Live Session • Post Event Photos
		Instagram	<ul style="list-style-type: none"> • Awareness Video
	Defense Day – Kashmir Solidarity Event	Facebook	<ul style="list-style-type: none"> • Live Session • Post Event Photos
		Twitter	<ul style="list-style-type: none"> • Live Tweets
	National Parliamentarians Conference on Kashmir	YouTube	<ul style="list-style-type: none"> • Pre- Event Interview of Chairman Senate • Testimonies of Parliamentarians (during event)
		Facebook	<ul style="list-style-type: none"> • Pre-Event Awareness Campaign • Speaker's Profiles • Event Live Coverage

Name		SM Platform	Type of Content
Events			<ul style="list-style-type: none"> • Post-Event Testimonies
		Twitter	<ul style="list-style-type: none"> • Pre-Event Awareness Campaign • Live Tweets
	National Parliamentary Development Course	Facebook	<ul style="list-style-type: none"> • Post-Event News Report
		Twitter	<ul style="list-style-type: none"> • Live Tweets
	Parliamentary Roundtable on Pakistan FATF Action Plan	Facebook	<ul style="list-style-type: none"> • Post-Event News Report
		Twitter	<ul style="list-style-type: none"> • Live Tweets
	'Engaging Multi Stakeholders to Advocate the Case of Malnourished Children and Mothers of Balochistan' Seminar	Facebook	<ul style="list-style-type: none"> • Live Session Broadcast
		Twitter	<ul style="list-style-type: none"> • Live Tweets
	'Connecting With People on Facebook And Instagram' session by Facebook Group	Facebook	<ul style="list-style-type: none"> • Live Session • Post Event Photos and Report
		Twitter	<ul style="list-style-type: none"> • Live Tweets
		Instagram	<ul style="list-style-type: none"> • Post Event Photos
	"A Glorious Journey"- Photo Exhibition on 70 years of Republic of China"	Facebook	<ul style="list-style-type: none"> • Live Session • Post Event Photos and Report
		Twitter	<ul style="list-style-type: none"> • Live Tweets
	Orientation Programme for PRC Officers	Facebook	<ul style="list-style-type: none"> • Post-Event Photos and Report

Name		SM Platform	Type of Content
Events		Twitter	<ul style="list-style-type: none"> • Post Event Photos
		Facebook	<ul style="list-style-type: none"> • Post-Event Photos and Report
	Workshop on 'Essential Committee Management Skills'	Twitter	<ul style="list-style-type: none"> • Post-Event Photos
		Instagram	<ul style="list-style-type: none"> • Post-Event Photos and Report
	Workshop on "Rules of Procedure"	Facebook	<ul style="list-style-type: none"> • Post-Event Photos and Report
		Twitter	<ul style="list-style-type: none"> • Post-Event Photos
		Instagram	<ul style="list-style-type: none"> • Post-Event Photos and Report
	National Assembly's Plan Launch Ceremony	Facebook	<ul style="list-style-type: none"> • Live Broadcast • Post Event Photos • Sharing of National Assembly SM content
		Twitter	<ul style="list-style-type: none"> • Live Tweets • Post-Event Photos
		Instagram	<ul style="list-style-type: none"> • Post Event Photos
	Book launch ceremony of 'Parliamentary Practices and Working of Legislature in Pakistan	Facebook	<ul style="list-style-type: none"> • Live Broadcast • Post-Event Photos and Report
		Twitter	<ul style="list-style-type: none"> • Live Tweets • Post Event Photos

Name		SM Platform	Type of Content
Events	Women in Parliamentary Leadership'	Instagram	Post-Event Photos and Report
		Facebook	Post-Event Photos and Report
		Twitter	Post-Event Photos
		Instagram	<ul style="list-style-type: none"> • Instagram Stories Clips from the Sessions • Post-Event Photos and Report
	PSG Meeting	Facebook	<ul style="list-style-type: none"> • Post-Event Photos
		Twitter	<ul style="list-style-type: none"> • Post-Event Photos
		Instagram	<ul style="list-style-type: none"> • Post-Event Photos
	Parliamentary Roundtable on Pakistan Economy and Public Sector Development Programs	Facebook	<ul style="list-style-type: none"> • Post-Event Photos
		Twitter	<ul style="list-style-type: none"> • Post-Event Photos
		Instagram	<ul style="list-style-type: none"> • Post-Event Photos
	'International Workshop on Parliamentary Processes and Constituency Relations'	Facebook	<ul style="list-style-type: none"> • Conference Intro Promo • Speaker's Profiles, • Countries profiles • Live broadcast of opening Ceremony, • Post Event Photos, • Participants Testimonials
		Twitter	<ul style="list-style-type: none"> • Conference Intro Promo • Speaker's Profiles, • Countries profiles

Name	SM Platform	Type of Content
Events		<ul style="list-style-type: none"> • Live tweets from Opening Ceremony • Post Event Photos, • Participants Testimonials
	Instagram	<ul style="list-style-type: none"> • Conference Intro Promo • Speaker's Profiles, • Participant countries profiles • Instagram Stories clippers from sessions • Post Event Photos • Participants Testimonials
	International Women's Day 2020 - 'The Protection against Harrasment of Women at the Workplace Act 2010	Facebook <ul style="list-style-type: none"> • Pre-Event Awareness • Campaign • Post-Event Photos and Report
	Twitter	<ul style="list-style-type: none"> • Live-Tweets from the Sessions • Post-Event Photos and Report
	Instagram	<ul style="list-style-type: none"> • Pre-Event Awareness Campaign • Post-Event Photos and Report
Commonwealth Day – live session, live tweets, post event photos	Facebook	<ul style="list-style-type: none"> • Live broadcast of the event • Post-event photos and report
	Twitter	<ul style="list-style-type: none"> • Live Tweets

	Name	SM Platform	Type of Content
Events			<ul style="list-style-type: none"> • Post-event photos and report
		Instagram	<ul style="list-style-type: none"> • Post-Event Photos and Report
Civic Education	International Day of Parliament	Facebook	<ul style="list-style-type: none"> • Informative slides
		Twitter	<ul style="list-style-type: none"> • Informative slides
		Instagram	<ul style="list-style-type: none"> • Informative slides
	Budget In Brief	Facebook	Informative slides
		Twitter	Informative slides
		Instagram	Informative slides
	Public Accounts Committee (PAC) Article 168	Facebook	Informative slides
		Twitter	Informative slides
		Instagram	Informative slides
	Defense Day - Kashmir Solidarity	Facebook	Informative slides
		Twitter	Informative slides
		Instagram	Informative slides
	International Day of Parliament	Facebook	Informative slides
		Twitter	Informative slides
		Instagram	Informative slides

Name		SM Platform	Type of Content
Civic Education	Article 25A of the Constitution (International Literacy Day)	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	• Informative slides
	International Parliamentarian's Congress working	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	• Informative slides
	Motion, Adjournment Motion, No-Confidence Motion, Minutes, Ordinance	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	• Informative slides
	Islamabad Healthcare Regulatory Act	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	• Informative slides
	Global Gender Report 2018	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	• Informative slides
	Council of Common Interests	Facebook	• Informative slides
		Twitter	• Informative slides
			• Informative slides

Name		SM Platform	Type of Content
Civic Education		Instagram	• Informative slides
	Working of Senate of Pakistan	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	• Informative slides
	Young Parliamentary Officers Program Video	Facebook	• Introductory video
		Twitter	• Introductory video
		Instagram	• Introductory video
	Climate Change Act video	Facebook	• Informative video
		Twitter	• Informative video
		Instagram	• Informative video
	Right to Information Act 2017	Facebook	• Informative slides
		Twitter	• Informative slides
		Instagram	Informative slides
	Kashmir Hour Awareness Campaign	Facebook	Informative slides
		Twitter	Informative slides
		Instagram	Informative slides

iii. Interviews Conducted for Social Media

PIPS social media team interviewed following Parliamentarians and notable personalities attached to the Parliament in the year 2019-20:-

Events	Name and Title
National Parliamentarians Conference on Kashmir	<ul style="list-style-type: none"> ■ Honorable Muhammad Sadiq Sanjrani <i>Chairman Senate of Pakistan</i> ■ Honorable Ahsan Iqbal <i>Member National Assembly</i> ■ Honorable Keshoo Bia <i>Senator</i> ■ Honorable Ali Muhammad Khan <i>Minister for State Parliamentary Affairs</i> ■ Honorable Mahjabeen Sheeran <i>Member Provincial Assembly of Balochistan</i> ■ Honorable Sana Jamali <i>Senator</i> ■ Honorable Sherry Rehman <i>Senator</i> ■ Honorable Zartaj Gul Wazir <i>Minister for State Climate Change</i>
International Workshop on Parliamentary Processes and Constituency Relations	<ul style="list-style-type: none"> ■ Honorable Ismail Emran Karayel <i>Member Turkish Parliament</i> ■ Honorable Kim Sochetra <i>Member Cambodian Parliament</i> ■ Honorable Shibli Faraz <i>Senator</i> ■ Honorable Romina Khurshid Alam <i>Member National Assembly</i> ■ Honorable Syed Yawar Abbas Bukhari <i>Member Provincial Assembly of the Punjab</i> ■ Honorable Shamim Mumtaz <i>Member Provincial Assembly of Sindh</i> ■ Honorable Baserat Khan <i>Member Provincial Assembly of KP</i> ■ Syed Shamoon Hashmi <i>Joint Secretary National Assembly of Pakistan</i>

Events	Name and Title
International Women's Day 2020 - 'The Protection against Harrasment of Women at the Workplace Act 2010	<ul style="list-style-type: none"> ■ Hon. Nafeesa Khattak <i>Member National Assembly</i> ■ Hon. Munawwara Bibi Baloch <i>Member National Assembly</i> ■ Hon. Bushra Rind <i>Member Provncial Assembly of Punjab</i> ■ Hon. Sana Jamali <i>Senator</i> ■ Maliha Hussain <i>ED Mehergarh</i>

iv. Social Media Work Plan

The CB&D in the FY 2019-20 did detailed working and planning on social media work plans for major events. These work plans included detailed run down of Pre-Event, During Event and Post-Event activities that the social media team undertook on different social media platforms of PIPS

The detailed work plan were designed for following events :-

- a. 5th CPA Regional Conference – Youth Round Table
- b. National Parliamentary Conference on Kashmir

These reports contained detailed review of the activities of the targeted event conducted by the social media team in the following format :-

- a. Pre conference activities,
- b. During conference activities and
- c. Post conference activities.

j. Reports

The CB&D Wing compiled reports for following activities in FY 2019-20

i. Annual Report

In compliance of the statutory requirement under Section 11 (e) read with Section 7 (k) of Pakistan Institute for Parliamentary Services Act, 2008, the Institute's CB&D Wing compiled the Annual Report every year.

Section 17 of PIPS Act requires that the Board shall submit to the Parliament an Annual Report containing the activities of the Institute during a year. The report shall also highlight the objects of the Act achieved by the Institute and shall also give a picture of the finances and future plans of the Institute.

The CB&D Wing has compiled the Annual Report 2019-20, and will submit to the PIPS BoG in the upcoming meeting.

ii. Event Report- 'Regional Dialogue - Role of Parliament in Cementing Regional Integration'

The CB&D Wing compiled a comprehensive report for 'Regional Dialogue - Role of Parliament in Cementing Regional Integration' that the Wing organized in collaboration with National Assembly Secretariat and FES. The report was compiled to be presented at The Parliamentary Committee on CPEC.

iii. Social Media Report

The CB&D Wing compiles a social media report after every major event to report on the activities that were conducted online. In the FY 2019-20, following two social media reports were compiled,

- a. National Parliamentarians Conference on Kashmir
- b. International Workshop on Parliamentary Processes and Constituency Relations

These reports contained detailed review of the activities of the targeted event conducted by the social media team in the following format:-

- a. Pre conference activities,
- b. During conference activities and
- c. Post conference activities.

k. Conferences and Seminars:

Capacity Building and Development Wing (CB & D) also organize and facilitate seminars and conferences conducted by Parliament of Pakistan or any other institution/organizations after proper approval of the authority.

Following are the conferences and seminars facilitated and co-organized by the wing in the year 2019-20:-

i. 'Engaging Multi Stakeholders to Advocate the Case of Malnourished Children and Mothers of Balochistan' Seminar

A seminar on Malnourishment in Balochistan was organized by Balochistan Nutrition Program in collaboration with PIPS. The Capacity Building and Development Wing handled all the communication of the seminars in regards to invitation to different stakeholders including Parliamentarians, Academia, Civil Society and Media.

The wing also handled the social media for the seminar.

ii. 'Regional Dialogue - Role of Parliament in Cementing Regional Integration'

National Assembly Secretariat in collaboration with PIPS and FES organized a regional dialogue at PIPS for Parliamentarians in regards to CPEC in December 2019. The CB&D

Wing besides handling the rapportuering and compilation of comprehensive of the report for the event, handled the invitations for the events with follow up reminders as well as conducted all the coordination with National Assembly Secretariat as well as FES Office on behalf of PIPS.

I. Miscellaneous Activities:

i. Speech for President – 5th CPA Regional Conference

The CB&D Wing helped in drafting the Speech for President of Pakistan for 5th CPA Regional Conference.

ii. Rapportuering and Time-Keeping for 5th CPA – Youth Roundtable

The Wing helped Research and Legislation Wing with rapportuering and time-keeping for the Youth Round Table in 5th CPA Regional Conference

iii. Reports for Women Parliamentary Caucus –Jamhoriyat Hum Se Hai

The Wing prepared two reports for Women Parliamentary Caucus (WPC) events at PIPS. One report was for the launching ceremony of WPC Online quiz, ‘Jamhoirat Hum Se Hai’ and the second report was for the closing ceremony of the online quiz.

iv. National Parliamentarians Conference on Kashmir

The Wing helped Research and Legislation Wing in writing report for National Parliamentarians Conference on Kashmir by compiling quotes of Parliamentarians from their interviews during the conference.

v. Orientation Programme for PRC Officers –Session on Social Media for Parliament

CB&D Wing conducted as session with the under-training PRC Officers on Social Media for Parliament in which the importance of social media, usage of different social media platforms, and how social media can be effectively used to reach out to public and connect them with the Parliament.

vi. Talking Points for Chairman Senate

CB&D Wing prepared talking points for the Chairman of Senate of Pakistan for Balochistan Nutrition Program seminar on ‘Engaging Multi-Stakeholders to address all forms of Malnutrition in Balochistan’

vii. CB&D Wing Officers as Faculty

Officers of the CB&D supervised the 6th NPDC participants on their research project as well as served on the panel to evaluate and judge the final presentations of the participants. Moreover, the officers also delivered lectures in various seminars, workshops and orientations.

2. NEW PROJECTS ENVISIONED

Capacity Building and Development Wing during FY (2019-20) has envisioned different projects and ideas for Parliamentary capacity building and outreach. The concept notes of few of the projects are designed and few are in the process. The Wing has been coordinating with different donors for the materialization of these projects.

Few of the new project propositions are as following

a. Instameet Parliament:

Instameet Parliament will be a photo-walk organized for popular Instagram users in the Parliament of Pakistan to show them around the Parliament House, educate them on the work Parliament does, Constitution and the history of Parliament. And give them an opportunity to photograph the Parliament of Pakistan. This will not only help Parliament connect with the particular Instagram users but also to their audience. As well as create a soft image of the Parliament of Pakistan among the audience.

b. Parliament Bus:

‘Parliament Bus - Parliamentary Resource Center on Wheels’ will be an education outreach program intended to educate students around Pakistan on the history of Constitution and Parliament of Pakistan, the working of the Parliament, democracy and how as citizens they can take part in the Parliamentary procedures. The bus will be a Parliamentary learning center with material and resources on the Parliament. It will have representatives from PIPS who will present to the students at their school and colleges on the topics and distribute learning material like books and brochures among them. Local MPs could also be involved in the activity so the students can interact them and learn about the work they do.

c. Pakistan Parliamentary Super League (PPSL):

PIPS is planning to arrange a Parliamentary cricket tournament to bring together Members of Parliament from National Assembly and Senate of Pakistan, all Four Provincial Assemblies and Two Legislative Assemblies. Each assembly will be represented by their respective teams composed of both male and female members.

The purpose of the tournament will be to improve relationship and interaction among legislators from across the Assemblies and promote dialogue and goodwill. It will also be an opportunity for the public to access and interact with their representatives in a candid environment.

d. Role of Parliament in ‘Ease of Doing Business’ in Pakistan:

Ease of Doing Business is the World Bank’s parameter for determining the status of countries on the basis of the simplicity of the process of starting and running a business in a country. This project will focus on enhancing the understanding of members of Parliament in areas related to Ease of Doing Business by providing them with research support and material; and arranging consultative sessions with relevant Provincial and Federal Standing Committees for capacity building on Ease of Doing Business.

e. Balochistan Youth Parliament:

A youth Parliament to be designed based on the model of Provincial Assembly of Balochistan. This Parliament will be composed of 65 members in age group of 18-29 selected through an application and interview process from all districts of Balochistan with 50% gender ratio and quota for minority groups. The purpose of youth Parliament will be to give a platform to the youth of Balochistan to discuss the issues that the province is facing and come up with policy solutions as well as assist the Members of Provincial Assembly of Balochistan on different policy matters and issues.

f. Parliament Engagement with Citizens:

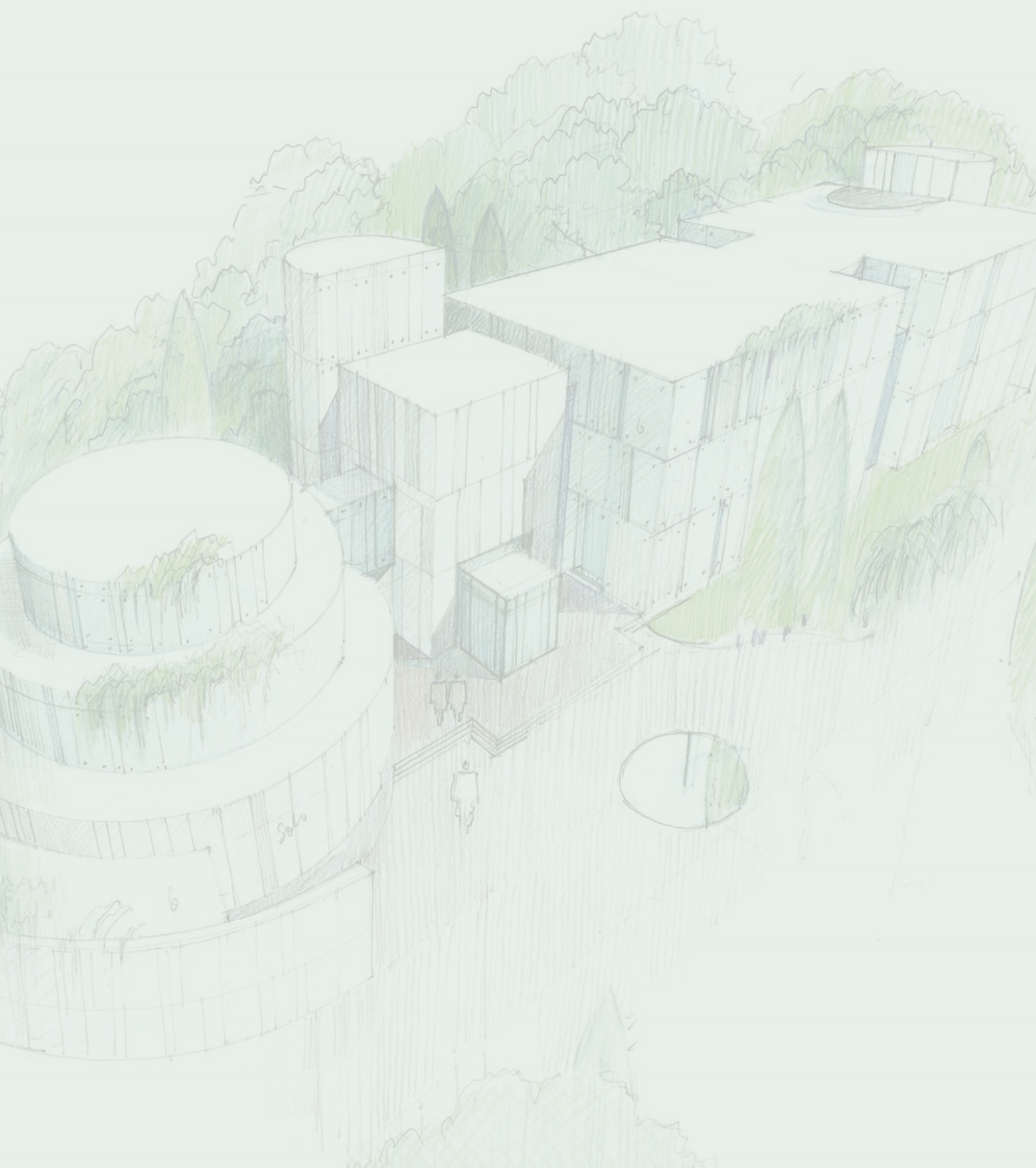
The idea behind ‘Citizen Engagement in the Work of the Parliament’ is to offer short-term and long-term courses and training for undergrad and post-grad students of social and political science fields to improve their understanding of Parliament and politics. The courses will focus on the history of Parliament, establishment of Parliament in Pakistan, evolution of Constitution of 1973 and other topics relating to legislation, public policy and democracy. The ‘Citizen Engagement in the Work of the Parliament’ will also include official visits for students of schools, colleges and universities arranged to visit and explore Parliament as well as attend sessions. Since, only one university in Pakistan offers Parliamentary Studies as a course of study, this initiative will help in producing graduates in Pakistan with a better understanding of parliamentary functions and democracy.

g. Share the History of Parliament:

‘Share the History of Parliament’ will be an online documentary series covering the history and evolution of Parliament, history of Parliament in Pakistan and history of Constitution Making in Pakistan and working of Parliament. Each episode of the series will be based on a different question.

h. Coffee with Parliamentarians:

‘Coffee with Parliamentarian’ will be an online interview series in which Parliamentarians will be interviewed in an informal, candid setting. The interview will be based on questions related to personal and professional life. The purpose of the interview series will be to familiarize public with their representatives especially their hard work, personal and professional struggles and their accomplishments. It will help remove misconceptions and stereotypes that exist in their minds relating to Parliamentarians.



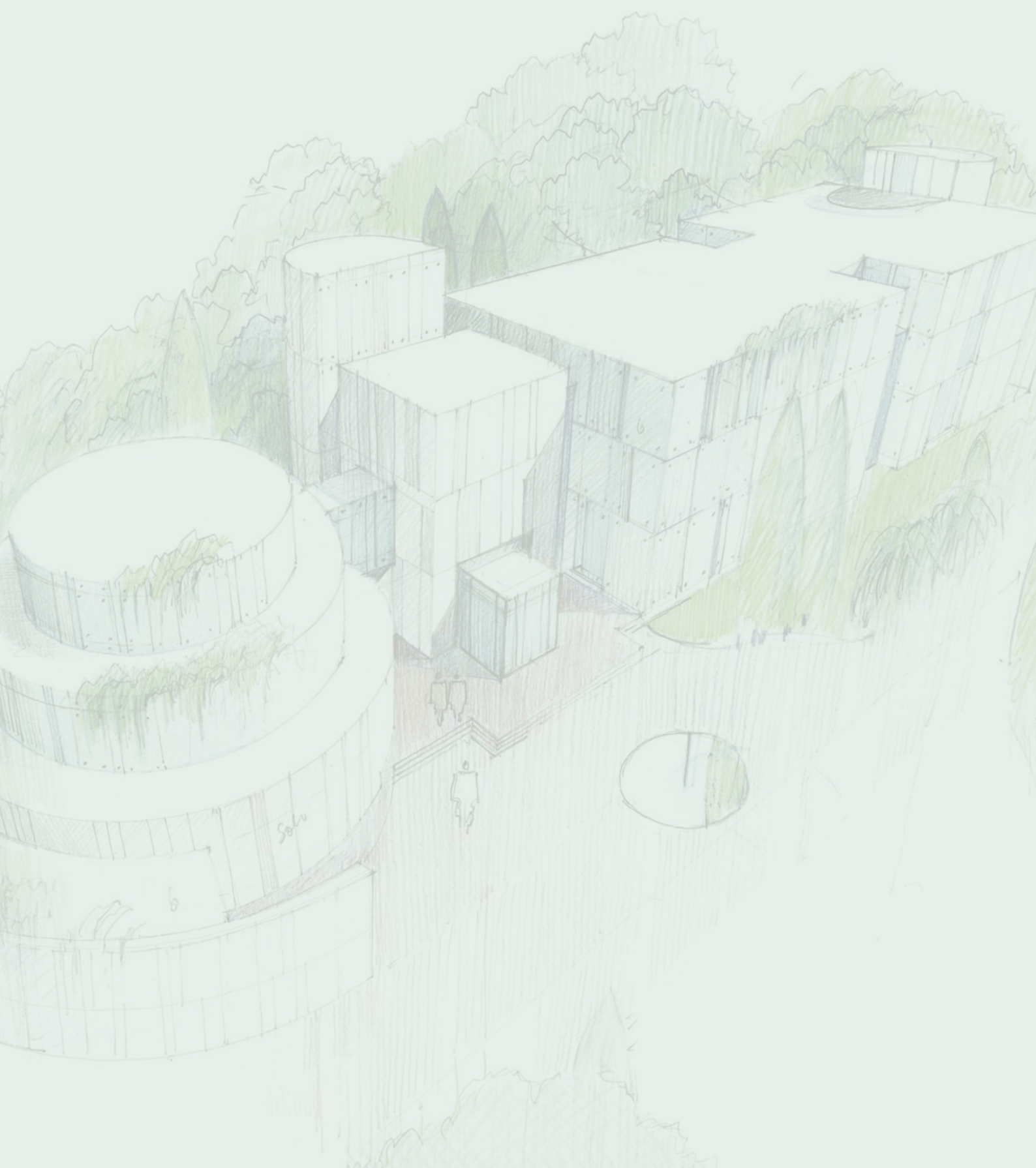
BUDGET & FINANCIAL MANAGEMENT

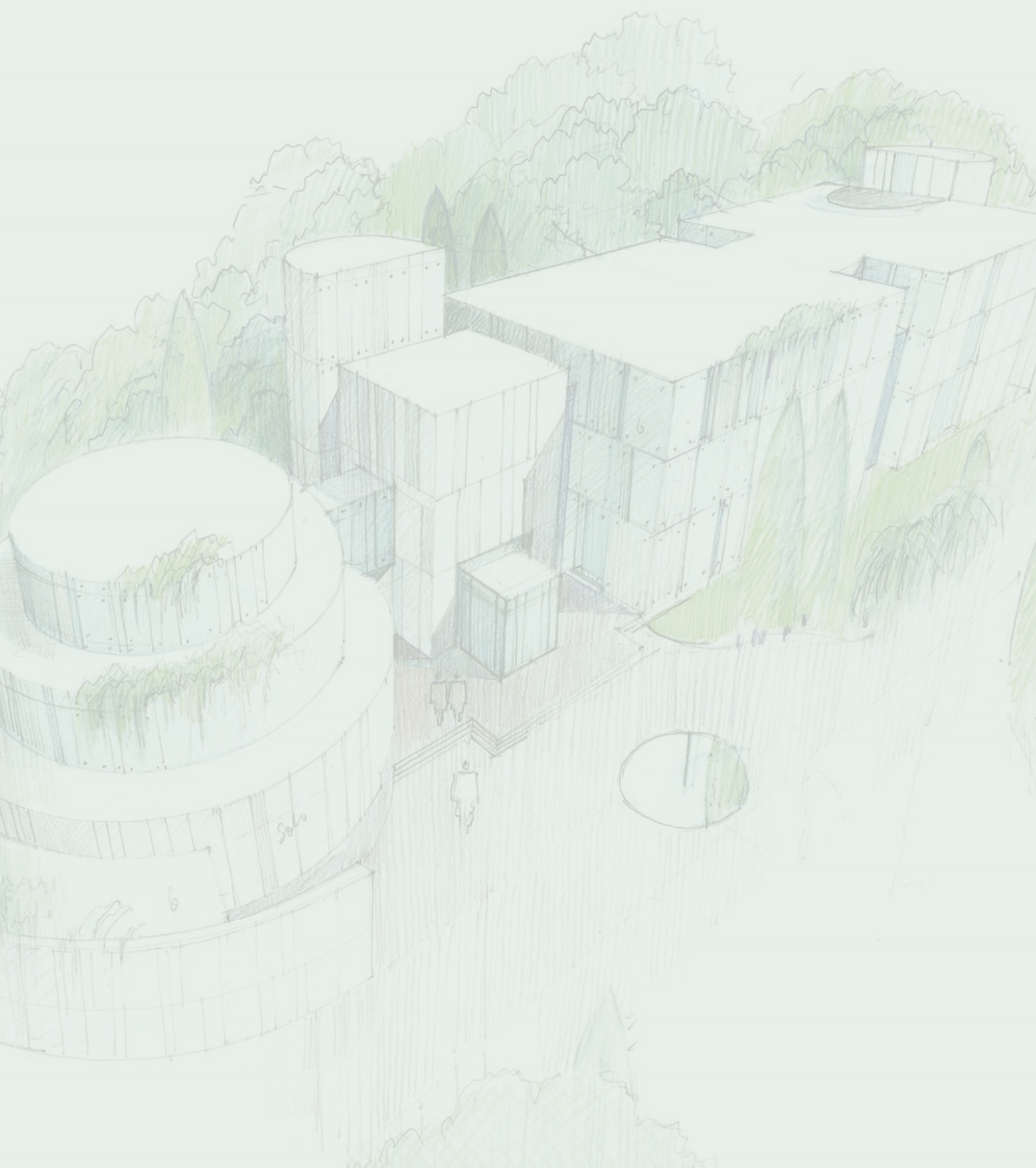
Financial Management System of Pakistan Institute for Parliamentary Services (PIPS) is based on delegation of financial powers, segregation of functions, principles of authorization and values of financial propriety as detailed in the PIPS Financial Management Manual / Accounting Procedures (FMM/AP), 2010. All the financial transactions are carried out in accordance with defined parameters concerning disbursement, recoveries, receipts, payroll, acquisition of fixed assets and advances. A stringent budgetary control system is in place and no approval for incurrence of expenditure is granted until the budgetary provision is available. PIPS financial system is so designed that the resources are optimally utilized and ensured that the value for money is achieved. All payments are made subject to pre-audit and fulfilment of codal formalities.

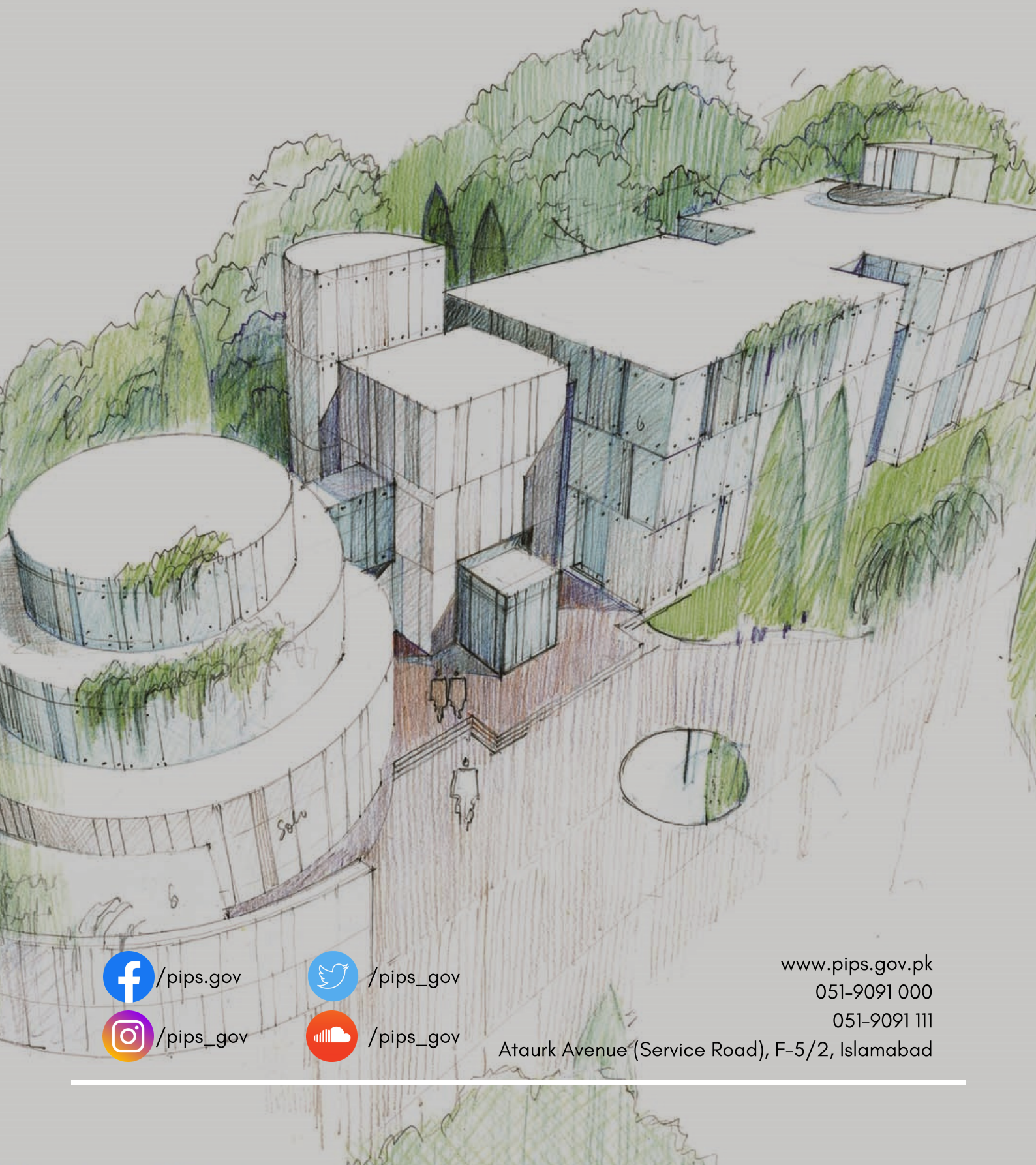
As per Section 12(a) and 12(b) of the PIPS Act, 2008, total annual expenses of the Institute are shared by the Senate and the National Assembly in the ratio of 1/3rd and 2/3rd respectively. The funds released by the Senate and the National Assembly are kept in lapsable assignment accounts, which are operated under the Revised Procedures of Assignment Accounts issued by the Controller General Accounts (CGA). The contributions made by the Provincial Assemblies and partnering donors are kept in and disbursement from non-lapsable bank account maintained with National Bank of Pakistan.

Total receipts stood at 266.762 PKR million during the Financial Year (FY) 2019-20 whereas total receipts during FY 2018-19 were 225.582 PKR million. The breakup is given in the Statement of Cash Receipts and Payments. The overall expenditure for FY 2019-20 was at 272.758 PKR million whereas overall expenditure during FY 2018-19 was 215.838 PKR million.

STATEMENT OF CASH RECEIPTS AND PAYMENTS FY 2019-20			
RECEIPTS	Note	2020 Rupees	2019 Rupees
Funds from Senate		81,667,000	66,292,000
Funds from National Assembly		163,333,000	132,583,000
Contributions by Provincial Assemblies	7	14,818,731	10,919,144
Grants in aid by national and international agencies and organizations	8	708,138	12,746,366
Others	9	6,235,298	3,042,166
TOTAL RECEIPTS		266,762,167	225,582,676
PAYMENTS			
Employee Related Expenses	10	179,948,551	125,239,617
Operating Expenses	11	62,157,945	58,309,201
Transfers	12	257,646	216,602
Physical Assets	14	882,592	13,394,123
Loans and Advances	15	6,235,298	3,042,166
Repair and Maintenance	16	2,518,270	7,386,767
TOTAL PAYMENTS		272,758,657	215,838,310
NET RECEIPT/ (PAYMENT) FOR THE YEAR		(5,996,490)	9,744,366
CASH AND BANK BALANCE BEGINNING OF THE YEAR		61,659,782	56,968,461
CASH AND BANK BALANCE END OF THE YEAR	17	55,663,292	66,712,827
Less: Amount Lapsed on the 1st Day of succeeding FY		120,979	5,053,045
Balance to be carried forward		55,542,313	61,659,782







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