

**THE KARACHI COTTON ASSOCIATION**

(The Cotton Exchange, I.I. Chundrigar Road, Karachi)

**EXECUTIVE COMMITTEE MEETING NO. 12 OF 2017-18**

**MINUTES**

A **REGULAR MEETING** of the 86<sup>th</sup> Executive Committee of The Karachi Cotton Association was held in the Board Room of the Association, The Cotton Exchange, I.I. Chundrigar Road, Karachi on **Wednesday, July 04, 2018** at **12:30 hours** to consider the following Agenda:-

**P R E S E N T**

- |     |                              |                     |
|-----|------------------------------|---------------------|
| 01. | Khawaja Tahir Mahmood        | - Chairman          |
| 02. | Mr. Naser Wahab              | - Vice-Chairman     |
| 03. | Mr. Aftab Umer               |                     |
| 04. | Mr. Ahmed Ebrahim            |                     |
| 05. | Mr. Asif Inam                |                     |
| 06. | Mr. Muhammad Adil Osawala    |                     |
| 07. | Mr. Nasir Anwer Barkhurdaria |                     |
|     | &                            |                     |
| 08. | Mr. Aftab Alam               | - Secretary General |

The meeting started with the recitation from the **HOLY QURAN**.

**MINUTES (51)**

01. **To confirm minutes of the Regular meeting No. 11 of the Executive Committee held on 26-06-2018.**

As no objection to the minutes of the meeting No. 11 of the Executive Committee held on 26-06-2018 was received, the same were confirmed by the Executive Committee and signed by Chairman in token of confirmation.

**ELECTION SCHEDULE**

02. **To approve the Election Schedule for the Election of the Executive Committee/Office Bearers of the KCA for the year 2018-19.**

The Executive Committee considered the Brief dated 30-06-2018 on the Election Schedule and Draft of Program thereof prepared by the Secretariat for the Election of the Executive Committee/Office Bearers of the KCA for the year 2018-19.

**RESOLUTION NO. 116:** After consideration, the Executive Committee approved the Election Schedule/Program prepared by the Secretariat for the Election of the Executive Committee/Office Bearers of the KCA for the year 2018-19 and directed the Secretariat to publish the same in DMR for information of the members.

**ELECTION COMMISSION**

03. **To appoint the Election Commission to look after all the arrangements connected with the conduct of elections of the Executive Committee/Office Bearers of the KCA for the year 2018-19.**

The Executive Committee considered the Brief dated 30-06-2018 prepared by the Secretariat on the above subject.

**RESOLUTION NO. 117:** Appreciating the role of the Election Commission played in the past, the Executive Committee appointed the Election Commission comprising of the following gentlemen to make the arrangements for conducting the elections of the Executive Committee/Office Bearers of the KCA for the year 2018-2019 as required under Rule 16 of the TOR, 2013:-

- |    |                         |                                   |
|----|-------------------------|-----------------------------------|
| 1. | Mr. Saqib Siddique      | M/s. Sadiq Siddique Co.,          |
| 2. | Mr. Bashiruddin Qureshi | M/s. Sadiq Traders (Pvt.) Limited |
| 3. | Mr. Abdul Razak         | M/s. Usman Cotton Co.             |

**HUMAN RESOURCE COMMITTEE**

04. **Recommendations of the Human Resource Committee of the KCA as contained in the minutes of meeting to be held on 02-07-2018.**

**RESOLUTION No. 118:** After consideration, the Executive Committee approved the recommendations of the Human Resource Committee as contained in its minutes of the meeting held on 02-07-2018.

**BUILDING AND FINANCE COMMITTEE**

05. **Recommendations of the Building and Finance Committee of the KCA as contained in the minutes of the meeting to be held on 02-07-2018.**

**RESOLUTION No. 119:** After consideration, the Executive Committee approved the recommendations of the Building and Finance Committee as contained in its minutes of the meeting held on 02-07-2018.

**UP-COUNTRY EXPENSES**

06. **Recommendations of the Committee, formed by the Chairman in pursuance of Board Resolution No. 30 (ii) dated 30-08-2000 on the above subject, as contained in the minutes of the meeting to be held on 02-07-2018.**

**RESOLUTION No. 120:** After thorough consideration, the Executive Committee approved the recommendations of the Committee on Up-Country Expenses as contained in its minutes of the meeting held on 02-07-2018.

**HVI COMMITTEE**

07. **Recommendations of the HVI Committee of the KCA as contained in the minutes of the meeting to be held on 02-07-2018.**

While considering the recommendation of the HVI Committee of the KCA dated 02-07-2018, Mr. Ahmed Ebrahim stated that the new Uster HVI 1000 M1000 be installed immediately in the existing Lab. of the KCA after maintaining some standards of the Lab. / revamp the Lab. itself by the KCA, with the consultation of M/s. Rauf Electronic Equipment Service to provide Cotton Testing facility to the members of the Association / Cotton Trade in the new Cotton Season 2018-19. He also stated that the contract signed with M/s. H.K. Shah Enterprise (Pvt.) Limited by the KCA for Designing of Air Management System, its supply, installation, commissioning and Certificate from ICA Bremen, Germany be terminated as they failed to fulfill the contractual obligations.

**RESOLUTION No. 121:** After consideration, the Executive Committee approved the recommendations of the KCA's HVI Committee as contained in its minutes of the meeting held on 02-07-2018.

The Executive Committee authorized the Chairman to approve extra expenditure, if any, incurred on maintaining some standards of the Lab. / revamp the Lab. itself by the KCA in addition to Rs. 0.8 million approved by the Executive Committee in this regard.

#### RATES COMMITTEE

08. **To appoint the Rates Committee for the month of August, 2018.**

**RESOLUTION NO. 122:** It was decided by the Executive Committee that the existing Rates Committee may continue for the month of August, 2018.

#### GRADE AND STAPLE MARGINS

09. **Recommendations of the Grade and Staple Margins Committee of the KCA as contained in the minutes of its meeting held on 28-06-2018.**

**RESOLUTION NO. 123:** The Executive Committee noted the recommendations of the Grade and Staple Margins Committee as contained in the minutes of its meeting held on 28-06-2018.

#### COTTON SITUATION

10. **To discuss the cotton situation.**

Mr. Nasir Anwer Barkhurdaria stated that big groups of textile mills had stock of raw cotton for consumption in 2-3 months. He also stated that China was aggressively purchasing cotton of new crop from the international market and dumping there own crop as was the case in 5-6 months ago. He further stated that in lower Sindh sowing of cotton was in progress so far. The new cotton crop would be better subject to favorable weather conditions till harvesting time, he added.

Chairman observed that on a one hand, arrivals of cotton in the ginneries were taken place and on the other hand, sowing of cotton was still being done.

**RESOLUTION NO. 124:** Noted.

#### GRANT OF LEAVE TO THE MEMBERS OF THE EXECUTIVE COMMITTEE

11. **To grant leave of absence to the Members of the Executive Committee from attending the meeting of the Executive Committee.**

**RESOLUTION No. 125:** The Executive Committee granted leave of absence to Mr. Shahid Shafiq upon receipt of intimation, vide his email dated 29-06-2018, that he could not be able to attend meeting being out of station.

### ADDITIONAL AGENDA

#### STAFF BONUS

12. **To grant bonus to the employees of the Association on the occasion of Eid-ul-Azha.**

Chairman informed the Executive Committee that it was the tradition of the Association to grant Bonus to its Regular, Contract, Temporary and Part-time employees equal to one month's gross salary on the occasion of Eid-ul-Fitr and the Eid-ul-Azha.

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**RESOLUTION NO. 126:** After consideration, the Executive Committee approved payment of Bonus equal to one month's gross salary to all Regular, Contract, Temporary and Part-time employees of the Association, who have completed one year service with the Association, on the occasion of Eid-ul-Azha.

Employees, who have completed more than six months but less than one year service with the Association on the day of passing this Resolution would be entitled to grant of Bonus on pro-rata basis.

**ANY OTHER MATTER WITH THE  
PERMISSION OF THE CHAIR**

13. **2-DAYS TRAINING COURSE / WORKSHOP TO BE ORGANIZED BY THE  
KCA IN COLLABORATION WITH ICA**

The Committee was informed that efforts were being made to organize 2-Days Training Course / Workshop by the KCA in collaboration with ICA in September 2018 at any suitable Five Star Hotel, Karachi .

Mr. Mohammad Ali, Assistant Secretary (Statistics) briefly informed the Executive Committee that about 40 participants were expected to participate in the above referred Training Course/Workshop and there was a proposal to charge Rs. 5000/- to Rs. 7000/- from the each participant of the Training Course/Workshop. He also informed that 02 Lunch and 04 Hi-Tea would be served to the participants during the days of Training Course/Workshop.

He further informed that the KCA would meet expenses relating to reservation of Room (s) for the official and trainer of the ICA, Lunch and Hi-Tea to be served to the participants of the Training Course/Workshop. However, ICA would meet expenses relating to 02 return Air tickets of their 02 Officials and their insurance coverage charges etc.

Mr. Mohammad Ali stated that during the negotiations with ICA, they demanded to also contribute 50% Fee of the Trainer i.e. £2500 /-. However, the KCA offered the ICA £500/- to £1000/- as Fee of the Trainer. Finally, the ICA agreed on £1000/-.

Taking a note of the above briefing, the Executive Committee expressed its satisfaction over the efforts were being made by the KCA to organize 02 days Training Course / Workshop in collaboration with ICA

**RESOLUTION NO. 127:** After consideration, the Executive Committee authorized the Chairman to approve expenditure payable by the KCA in organizing 02 days Training Course / Workshop in collaboration with ICA as well as payment of £1000/- to the ICA towards Trainer Fee.

The Executive Committee also authorized the Chairman to fix Fee between the range of Rs. 5000/- to Rs. 10000/- recoverable from each participant of the Training Course / Workshop and decided that no participant would be allowed to participate in the Training Course / Workshop without payment of prescribed fee.

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14. **CONFERMENT OF SITARA-E-IMTIAZ ON MR. ZAHID BASHIR, FORMER CHAIRMAN, THE KCA AND MIAN MUHAMMAD ABDULLAH, CHIEF EXECUTIVE, M/S. SAPPHIRE GROUP OF COMPANIES BY THE PRESIDENT OF PAKISTAN ON 23-03-2018**

Chairman recalled that the Executive Committee in its meeting held on 27-03-2018 decided to host Dinner (for 30-35 persons) in honor of Mr. Zahid Bashir, Former Chairman, the KCA and Mian Muhammad Abdullah, Chief Executive, M/s. Sapphire Group of Companies in a suitable Five Star Hotel upon conferment of Sitara-e-Imtiaz on them.

Chairman desired the Executive Committee to advise a suitable date, after July 22, 2018 for hosting a Dinner to Mr. Zahid Bashir, Former Chairman, the KCA and Mian Muhammad Abdullah, Chief Executive, M/s. Sapphire Group of Companies as decided by the Executive Committee.

Mr. Nasir Anwer Barkhurdaria was of the view that a Dinner could be hosted on 31-07-2018 or 01-08-2018.

**RESOLUTION NO. 128:** After consideration, the Executive Committee decided to host a Dinner in honor of Mr. Zahid Bashir, Former Chairman, the KCA and Mian Muhammad Abdullah, Chief Executive, M/s. Sapphire Group of Companies on 01-08-2018 at Marriot Hotel, Karachi.

15. **PROPOSAL TO INSTALL NEW ELEVATOR AT THE COTTON EXCHANGE**

Chairman informed the Executive Committee that one of the senior members of the Association has observed that all the elevators at KCA were in very hazardous and dilapidated conditions. He also observed that last year, an initiative was taken to install a new elevator but for unknown reasons there was no progress. He, therefore, suggested that this matter be again considered.

Chairman was of the view that the KCA should release an Ad in newspaper as Tender for Supply, Installation, Testing and Commissioning of a new Elevator in the Cotton Exchange.

**RESOLUTION NO. 129:** After consideration, the Executive Committee decided to release a Tender Notice in the newspaper (s) and authorized the Chairman to approve expenditure to be involved in releasing a Tender Notice in the Newspaper (s) in this regard.

- 16 **JOB DESCRIPTION OF THE STAFF OF THE ASSOCIATION**

Chairman recalled the Executive Committee that in order to ensure smooth work of the Association, it had been decided to evolve Job Description of the Staff of the Association. Chairman, therefore, desired the members Executive Committee to extend their help and assistance in this regard.

Mr. Asif Inam stated that he can introduce the respective consultant to the KCA to evolve the Job Descriptions of the Staff of the Association. The Executive Committee accepted the offer of Mr. Asif Inam and directed the Secretariat to approach him in this regard.

**RESOLUTION NO. 130:** Noted.

17 **INSTALLATION OF LIGHTS IN THE WESTERN COURTYARD OF THE BUILDING**

Chairman informed the Executive Committee that the wiring of the lights installed in the Western Courtyard of the Building at the time of its renovation had been damaged and the same could not be replaced owing to underground wiring.

He, therefore, desired that the Executive Committee to grant permission to arrange new wiring in order to make the lights in the Western Courtyard of the Building functional .

Chairman proposed that some suitable lights should also be installed in front of the Cotton Exchange.

The Executive Committee was of the view that lights in front of the Building be installed with the consultation of respective consultant. Chairman stated that he had discussed this matter with Mr. Muhammad Adil Osawala and he can introduce the respective consultant in this regard.

**RESOLUTION NO. 131:** After consideration, the Executive Committee agreed to install the lights in the Western Courtyard of the Building and in front of the Building with the consultation of the respective consultant and authorized the Chairman to approve expenditure to be incurred in this regard.

18. **REPAIRING / REPLACEMENT OF R.C.C. BEAMS, SLAB OF THE ROOF OF COTTON EXCHANGE**

As desired by the Chairman, Ar. Shaikh Abdul Qadir Ahmad, BA/MO, the KCA briefly informed the Executive Committee that the job of repair of RCC Beams, Slab of the Roof of the Cotton Exchange had been started w.e.f. 03-07-2018. The Executive Committee expressed its satisfaction in this regard.

**RESOLUTION NO. 132:** Noted.

Thereafter, the meeting ended with a vote of thanks to the Chair.

-Sd/-  
(AFTAB ALAM)  
Secretary General  
KARACHI: 04-07-2018

-Sd/-  
CHAIRMAN