

## NATIONAL ASSEMBLY SECRETARIAT

No.F.1 (1)/2024-Ser

Islamabad, the 7<sup>th</sup> April, 2025

### NOTICE

4<sup>th</sup> meeting of the **House and Library Committee** will be held on **10<sup>th</sup> April, 2025 at 03:00 pm in the Seminar Room No. 2, in the PIPS Building, Services Road Ataturk Avenue, Sector F-5/2, Islamabad**, to discuss the following agenda:-

- i. Confirmation of Minutes of the previous meeting held on 23<sup>rd</sup> October, 2024;
  - ii. Comprehensive report/implementation status of the previous recommendations of the Committee;
  - iii. Progress of 104 Family Suites and 500 Servant Quarters in the Parliament Lodges;
  - iv. Status of Repair Maintenance of Family Suites in the Parliament Lodges and Government Hostel;
  - v. Revised Rent charges of Family Suites of the Parliament lodges and Government Hostel;
  - vi. Policy may also be formulated to retain the services of Director, Deputy Director and Assistant Director (PL&H), CDA upto three (03) years tenure and
  - vii. Any other item with the permission of the Chair.
2. The Hon'ble Members are requested to make it convenient to attend the meeting.



**(ASIF ALI SHAH ZAIDI)**

Deputy Secretary /Secretary Committee  
Ph. No 051-9103344

1. <b>Syed Ghulam Mustafa Shah, Deputy Speaker</b>	<b>Chairman</b>
2. Ms. Zainab Mehmood Baloch	Member
3. Mr. Aijaz Hussain Jakhrani	Member
4. Sardar Nabil Ahmed Gabol	Member
5. Ms. Sofia Saeed Shah	Member
6. Mr. Ali Khan Jadoon	Member
7. Malik Anwar Taj	Member
8. Ms. Shandana Gulzar Khan	Member
9. Ms. Aliya Kamran	Member
10. Mian Riaz Hussain Pirzada	Ex-Officio Member

Federal Minister for Housing & Works

Copy forwarded for information and necessary action with reference to agenda:

1. **Secretary, Ministry of Interior**, R-Block Pak Secretariat Islamabad with the request to attend the meeting **(in person)** along-with all concerned officers with reference to agenda item and also provide 30 copies of the Brief on 9<sup>th</sup> April, 2025 during office hours for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)
2. **Secretary, Ministry of Finance Division**, Q-Block Pak Secretariat, Islamabad with the request to attend the meeting along-with all concerned officers with reference to agenda item and also provide 30 copies of the Brief on 9<sup>th</sup> April, 2025 during office hours for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)
3. **Secretary, Ministry of Planning, Development and Special Initiates**, P-Block Pak Secretariat, Islamabad with the request to attend the meeting along-with all concerned officers with reference to agenda item and also provide 30 copies of the Brief on 9<sup>th</sup> April, 2025 during office hours for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)

4. **Chairman, Capital Development Authority (CDA), Islamabad** with the request to attend the meeting (*in person*) along with all concerned with reference to agenda items and also provide 30 copies of the Brief on 9<sup>th</sup> April, 2025 during office hours for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)
5. **Member (Finance), CDA, Islamabad** with the request to attend the meeting (*in person*)
6. **Member (Admn), CDA, Islamabad** with the request to attend the meeting (*in person*)
7. **Member (Engineering), CDA, Islamabad** with the request to attend the meeting (*in person*)
8. **D.G (Services), CDA, Islamabad** with the request to attend the meeting (*In person*) with reference to agenda item and also provide 30 copies of the Brief before meeting for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)
9. **D.G (Works), CDA, Islamabad** with the request to attend the meeting (*In person*) with reference to agenda item and also provide 30 copies of the Brief on 9<sup>th</sup> April, 2025 during office hours for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)
10. **Director (PL & H), CDA, Parliament Lodges, Islamabad** with the request to attend the meeting with reference to agenda items and also provide 30 copies of the Brief on 9<sup>th</sup> April, 2025 during office hours for advance study of Committee Members. Also forward a soft copy of Brief at e-mail:- [asif.zaidi1970@gmail.com](mailto:asif.zaidi1970@gmail.com)
11. **Section Officer (Council) Ministry of Interior**, with the request to forward the names, designations, CNIC Nos. of the participants & vehicles numbers to National Assembly Secretariat one day before commencement of the meeting.
12. **Section Officer (Council) Ministry of Finance Division**, with the request to forward the names, designations, CNIC Nos. of the participants & vehicles numbers to National Assembly Secretariat one day before commencement of the meeting.
13. **Director (Coord), CDA HQs, Islamabad** with the request to forward the names, designations, CNIC numbers of the participants & registration numbers of vehicles to National Assembly Secretariat one day before the commencement of the meeting.
14. **Director (Coord), CDA, Parliament House Islamabad** with the request to attend the meeting.

**NATIONAL ASSEMBLY SECRETARIAT**

1. Joint Secretary (Admn) with the request to attend the meeting
2. DG(Library) with the request to attend the meeting
3. DS (Admn) with the request to attend the meeting

**For information and necessary action to facilitate the holding the subject meeting:-**

1. D.G (Media/Photography), National Assembly Secretariat, Islamabad.
2. Director, (Audio Transmission), National Assembly Secretariat, Islamabad.
3. Director, (Telecasting), National Assembly Secretariat, Islamabad.
4. Drawing and Disbursing Officer, National Assembly Secretariat, Islamabad.
5. Assistant Director (IT), National Assembly Secretariat, Islamabad with the request to place Notice on website and also SMS to Committee Members.
6. Assistant Director (Data Base and E-mail) Automation Centre, National Assembly Secretariat, Islamabad
7. Assistant Director (Web) Automation Centre, National Assembly Secretariat, Islamabad
8. Medical Superintendent, Federal Government Services Hospital, Islamabad, through In-Charge Dispensary, Parliament House, Islamabad.
9. DSP, Parliament House, Islamabad.
10. Director, CDA, P/House, Islamabad, to do needful through all the concerned relating to Civil, Electrical and other works.
11. Sergeant-at-Arms, National Assembly Secretariat, Islamabad.
12. Annunciator Cell, (NA), National Assembly Secretariat, Islamabad.

**Copy forwarded for information:-**

1. Principal Secretary to Hon'ble Speaker, National Assembly Secretariat, Islamabad.
2. Joint Secretary to Hon'ble Deputy Speaker, National Assembly Secretariat, Islamabad.
3. P.S to Secretary General, National Assembly Secretariat, Islamabad.
4. PS to Additional Secretary (PAC), National Assembly Secretariat, Islamabad.
5. All officer/Branches concerned, National Assembly Secretariat, Islamabad.

**Copy also forwarded for information to:-**

1. Hon'ble Attorney General for Pakistan, Islamabad.
2. Accountant General Pakistan Revenues, Islamabad.

(ASIF ALI SHAH ZAIDI)

Deputy Secretary /Secretary Committee