

Minutes of the 2nd Meeting of the Board of Directors (BOD) of National Energy Efficiency & Conservation Authority (NEECA) held on 2nd March 2020 at 'A' Block, Pak Secretariat (Power Division), Islamabad at 1400 Hours

The 2nd meeting of the Board of Director (BoD) of National Energy Efficiency & Conservation Authority (NEECA) was held on 2nd March, 2020 at 1400 hours in the Committee Room of Ministry of Energy (Power Division) 'A' Block, Pak Secretariat, Islamabad. Mr. Omar Ayub Khan, Minister for Energy (Power Division), Chairman BoD of NEECA chaired the meeting. List of participant is placed at **Annex-I**.

2. After recitation from the Holy Quran, Minister for Energy (Power Division)/Chairman BoD welcomed the participants and appreciated the members/representatives for providing concrete efforts in smooth functioning of NEECA.

3. Managing Director, NEECA briefed about the milestones/targeted activities. It was apprised that various activities have been initiated for energy efficiency and conservation as integral part of NEECA after joining as MD. The salient features identified during the meeting are given below:

- i) Website launched
- ii) Initiated working with Naya Pakistan Housing for inclusion of EE parameters.
- iii) Launched Minimum Energy Performance Standards (MEPs) for LEDs
- iv) Strategic Plan (2020-25) for NEECA
- v) Launch of MEPs for Motors including establishment of BEECA
- vi) Provincial Action Plans/Consultation of EE&C Policy
- vii) Preparation of Minimum Energy Performance Standards (MEPs) for Gas Appliances
- viii) Minimum Energy Performance Standards (MEPs) for Air-Conditioners & Refrigerators
- ix) National Energy Efficiency & Conservation Policy

4. After initial discussion and an introductory presentation made to the Board, the following agenda items discussed and decision taken in respect of each item are as under:

Item No.1: Confirmation of the Minutes/Decisions of 1st Meeting of the NEECA Board held on 9th August, 2018 and re-composition of the Technical, Finance and HR Committees

It was apprised to the Board that minutes of the first meeting of the BoD were circulated to the Board members and no comments/inputs were received by any member; therefore the same was confirmed by the Board. The Board further considered on-going activities and advised to oversee the implementation status of the decisions of the first meeting of BoD meeting

2. However, it was deliberated by the Board for re-composition of Finance, HR and Technical Committees for smooth functioning of the Authority. The Board agreed to the


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proposal of re-composition in order to proceed further in the matters related to the functioning of the NEECA.

Decision: The Board confirmed the minutes of the first BoD meeting and approved the proposal for re-composition of Finance, HR and Technical Committees.

Item No.2 **Recommendations of the Finance Committee constituted by the NEECA Board:**

- (i) Framing of Accounting Procedure for operating the Fund Account of NEECA
- (ii) Provision of Seed Money Grant by the Federal Government to initiate the activities of NEECA

i) The framing of Accounting Procedure were deliberated by the Board and agreed to the proposal of Finance Committee in principle. However, the representative from Planning Division opined that serial (i) be submitted to the appropriate forum for their concurrence/endorsement to proceed further on the functions of the Authority.

ii) On the consideration of the Finance Committee, the funds for the Authority in order to meet the expenditure in connection with its function under the NEECA Act. The Board was informed that no funds have since been made available to NEECA to initiate its functions.

The Board considers the proposal of seed money and recommended to approach Finance Division through Line Ministry with comprehensive justifications for provision of funds to NEECA.

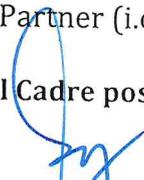
Decision: The Board agreed with proposal of the Finance Committee and directed to submit the Accounting procedure Controller General Accounts (CGA) through Finance Division for concurrence/endorsement. The Board further considers the proposal for provision of funds to NEECA and advised to approach Finance Division through Line Ministry with comprehensive justification.

Item No.3: **Recommendations of the HR Committee constituted by the NEECA Board:**

- (i) Conduct of HR requirement Study for NEECA through Development Partner

The Board was informed that the draft reports containing two parts Deliverable-I and II submitted by the consultant were reviewed and HR Committee did not consider the recommendations of the Consultant. The Board endorsed the proposal for conducting new study with support of the Development Partner (i.e. World Bank).

- (ii) Recruitment against 20 professional Cadre positions


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It was however, reiterated by the Board that the filling of 20 professional cadre positions be considered comprehensively by the HR Committee. It was further pointed out that HR requirement process be set off according to the cross sectoral functions as identified in the NEECA Act.

Decision: The Board endorsed the proposal to conduct the new study with the support of the Development Partner (i.e. World Bank). The proposal for filling of 20 professional cadre positions was deferred.

Item No.4 **Recommendations of the Technical Committee constituted by the NEECA Board:**

(i) Operationalization of Provincial Energy Efficiency Agencies.

The Board apprised the deliberations of the Technical Committee and opined that NEECA should extend their support to the provinces for operationalization of their respective dedicated energy efficiency agencies.

(ii) Notification of Provincial Designated Agencies subject to fulfilling the legal requirements

The Chairman BoD considered various initiatives and suggestion raised by the members from the provinces including AJK. However, MD, NEECA apprised that a study have been initiated with support of World Bank to address the action plan of NEECA for tangible outcome in consultation with other stakeholders. It was informed by MD, PEECA that a road map has been established at provincial level to overcome the energy efficiency barriers for streamlining activities at national level.

Decision: The Board endorsed the proposal of operationalization Provincial Energy Efficiency Agencies. The matter for notification of PEECA as designated agency was deferred till the fulfillment of legal requirements of NEECA.

Item No.5 **Status of ECF Fund as Seed Money Grant for NEECA**

It was informed by the MD, NEECA that the matter of transfer of ECF fund i.e. 311 million was submitted for consideration of the Board. It was reiterated that entire case was submitted to M/s. Cornelius, Lane & Mufti (CLM) Law Firm seeking legal opinion on the directions of the Secretary/Chairman ECF Board, Power Division for amicable resolution regarding transfer of available ECF funds.

Decision: The Board deferred the matter till availability of report from M/s. Cornelius, Lane & Mufti (CLM) Law Firm.

Item No.6 **Any other Business with the Permission of the Chair**

i) NEECA Strategic Plan 2020-25 (Draft for Circulation)

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MD, NEECA informed that an in-house exercise has been carried out to develop country's Energy Efficiency Strategy which identifies the directions and contours to seize the energy efficiency opportunities in Pakistan.

Decision: The progress report in this regard was considered by the Board and recommended to seek views/comments from the members of the provinces including AJK.

ii) **Decision of the HR Committee on the existing defunct ENERCON Employees**

The Board considered the decision of the HR Committee on the existing defunct ENERCON employees. The employees have already conveyed their option to retain their status as were enjoyed in former ENERCON. The HR Committee allowed the employees to work in NEECA as support staff.

Decision: The Board deferred the matter till the next BoD meeting.

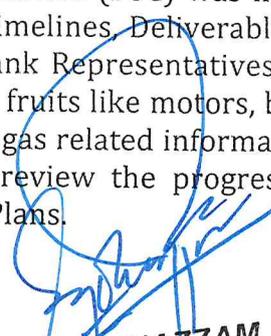
iii) **Green Banking Guidelines & on-Bill Financing.**

The Board apprised about certain deliberations and interventions for energy efficiency specific for Green Banking Guidelines, Naya Pakistan Housing Scheme and On-Bill Financing to promote Energy Efficiency Financing in Pakistan.

Decision: Chairman and the Board endorsed the progress and suggested that the avenues in regard would be identified and necessary support would be taken from Governor State Bank.

iv) **World Bank Technical Assistance for Revision of National Energy Efficiency and Conservation and Development of Provincial Energy Efficiency Action Plan**

The first meeting of the Project Steering Committee (PSC) was held during the BOD meeting. A presentation covering Scope of Work, Timelines Deliverables and the Composition of the Project was conducted by the World Bank Representatives and their Consultants. The Minister suggested to focus on low hanging fruits like motors, boilers etc. The Minister directed to provide the required electricity and gas related information to the consultants. The Minister agreed to meet next month to review the progress and set direction for formulation of the Policy and Provincial Action Plans.


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