



**The Surgical Instruments Manufacturers Association of Pakistan**

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**MINUTES OF THE MONTHLY EXECUTIVE COMMITTEE MEETING OF**  
**OCTOBER**  
**Held on November 08, 2023**

Monthly Executive Committee meeting was held on November 08, 2023.

The meeting was presided over by the Chairman SIMAP Mr. Yousaf Hassan Bajwa.

The following attended the meeting.

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|----------------------------|----------------------------|
| 1. Mr. Yousaf Hassan Bajwa | Chairman                   |
| 2. Mr. Faisal Akram        | Senior Vice Chairman       |
| 3. Mr. Waqas Raza          | Member Executive Committee |
| 4. Mr. Adil Jangsher       | Member Executive Committee |
| 5. Mr. Fazal Jilani        | Member Executive Committee |
| 6. Mr. Bilal Tanveer       | Member Executive Committee |

The following members were on leaves for the meeting:

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|-------------------------------|----------------------------|
| 1. Mr. Muhammad Jamil Khan    | Vice Chairman              |
| 2. Mr. Muhammad Amar Khan     | Member Executive Committee |
| 3. Mr. Muhammad Ishfaque Mhay | Member Executive Committee |
| 4. Mr. Amer Hamid Bhatti      | Member Executive Committee |

The following members were absent for the meeting:

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|----------------------------|----------------------------|
| 1. Mr. Mirza Sheraz Baig   | Member Executive Committee |
| 2. Mr. Abdul Basit         | Member Executive Committee |
| 3. Mr. Ahmed Zubair Bhatti | Member Executive Committee |
| 4. Mr. Shabir Ahmed        | Member Executive Committee |
| 5. Mr. Muhammad Zubair     | Member Executive Committee |
| 6. Mr. Bilal Amin (Late)   | Member Executive Committee |

The meeting started with the recitation of Holy Quran by Mr. Bilal Tanveer.

Fateha was offered for the deceased members of the Association.

Minutes of the monthly Executive Committee Meeting of September which was held on October 07, 2023 were unanimously approved by the house.

The Accounts for the month of September 2023 were discussed and approved by the house as provided.

The new Membership list up to November 06, 2023, was approved.

Minutes of Meeting with Trade Development of Pakistan (TDAP) held on October 06, 2023. were approved by the house.

Minutes of Meeting with Vocational Training Institute (VTI) held on October 19, 2023. were approved by the house.

Minutes of Emergent Executive Committee Meeting for Co-option of EC member on Vacant seat held on October 23, 2023. were approved by the house.

Minutes of Emergent Executive Committee Meeting for approval of nomination of members for General Body and Executive Committee of FPCCI held on October 23, 2023. were approved by the house.

### **Meeting Agenda**

#### **POINTS DICUSSED IN THE MEETING:-**

<b>Sr No.</b>	<b>Agenda Items</b>	<b>Discussion</b>
<b>1.</b>	<b>Minutes of the monthly Executive Committee Meeting of October held on November 08, 2023.</b>	Chairman SIMAP Mr. Yousaf Hassan Bajwa asked the house sought approval for Executive Committee Meeting minutes for August. House unanimously approved it.

2.	<p><b>The Accounts for the month of September 2023</b></p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa asked the house sought approval for accounts for the month of September. House approved monthly accounts as provided.</p> <p>Mr. Bilal Tanveer asked if any other extraordinary expenses incurred besides the routine expenses.</p> <p>Chairman Yousaf H assan Bjawa responded that no any other extraordinary expenses were incurred.</p>
3.	<p><b>The new Membership list up to November 06, 2023.</b></p>	<p>House unanimously approved the new membership list up to November 06, 2023.</p>
4.	<p><b>Minutes of Meeting with TDAP held on 06 October, 2023.</b></p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of TDAP and informed the house that the primary objective was to ensure that when TDAP formulates the annual business plan for the surgical sector, they must first consult with SIMAP before finalizing the annual business plan. The House unanimously approved it.</p>
5.	<p><b>Minutes of Meeting with VTI held on October 19, 2023</b></p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of VTI and informed the house that he suggested to VTI team that the focus of training should be on female students' quota because the surgical industry requires skilled female labor. He further suggested that VTI should design courses specifically for female students in two categories: White-collar jobs and On-floor jobs. For the white-collar job's category, where mostly training institutes only include Import-Export Procedure and documentation courses, Chairman SIMAP suggested introducing courses like Photo</p>

		<p>Editing and Digital Marketing for online sales. For On-floor jobs, where the female workforce is mainly involved in packaging surgical instruments, suggested courses were Sand-Blasting, Vibrator Polishing, Machining and Fitting, Laser Marking. House unanimously agreed and approved the meeting minutes of VTI.</p>
6.	<p><b>Minutes of Meeting of Emergent Executive Committee Meeting for Co-option of EC member on Vacant seat held on October 23, 2023.</b></p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of emergent Executive Committee Meeting for Co-option of EC member on Vacant seat and House unanimously approved it.</p>
7.	<p><b>Minutes of Meeting of Emergent Executive Committee Meeting for approval of nomination of members for General Body and Executive Committee of FPCCI held on October 23, 2023.</b></p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of emergent Executive Committee Meeting for approval of nomination of members for General Body and Executive Committee of FPCCI and House unanimously approved it.</p> <p>Mr. Fazal Jillani was of the opinion that nomination for FPCCI should be from existing executive committee and asked about the procedure in memorandum of Association. However, he added that he respect the decision of Chairman.</p>

**1. Sponsorship for deserving students of VTI (Vocational Training Institute).**

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**An Any other Points.**

Chairman SIMAP Mr. Yousaf Hassan Bajwa highlighted the sponsorship initiative for deserving students at VTI, emphasizing the importance of skilled labor in the surgical industry. He proposed the introduction of courses such as photo editing and digital marketing to cater online sales, with a specific emphasis on allocating a quota for female students. Chairman SIMAP Mr. Yousaf Hassan Bajwa informed the House about the necessity to equip the Vocational Training Institute with cameras and studio setups to facilitate these courses.

Bilal Tanveer emphasized the importance of qualified trainers providing proper training to the students.

Mr. Fazal Jillani requested that the SIMAP team along with the Chairman SIMAP should visit VTI with the objective of discussing essential training skills for the surgical industry. The aim is to collaborate on designing short courses covering Sand-Blasting, Vibrator Polishing, Machining, Fitting, and Laser Marking. This collaboration between SIMAP and VTI is crucial for preparing students with pertinent skills aligned with the current needs of the surgical industry. Mr. Fazal Jillani stressed the importance of hands-on skills, emphasizing practical training for students.

Mr. Bilal Tanveer suggested that the SIMAP team informed the VTI team to focus on students from the SOUTHERN PUNJAB area during the admission process for a new batch, as students in this area are often deserving with fewer employment opportunities.

The Chairman SIMAP Mr. Yousaf Hassan Bajwa agreed, expressing their commitment to supporting VTI students in acquiring these skills. The visit and subsequent course design will contribute to enhancing employment opportunities for deserving students. Chairman SIMAP acknowledged the significance of this initiative and confirmed plans to facilitate the necessary support for VTI.

## **2. Reformulation of HR Committee:**

Chairman SIMAP, Mr. Yousaf Hassan Bajwa, informed the house that, according to the Trade Organization Rule 2013, specifically under Clause 24, the HR Committee must consist of three members from the Executive Committee. He said that Existing HR committee members were not from Executive committee so he has decided to dissolve it and constitute new HR committee with following members:-

1. Mr. Yousaf Hassan Bajwa from M/s. Ekal Surgical Works as the Chairman of the HR Committee.
2. Mr. Faisal Akram from M/s. Medis International as a member of the HR Committee.
3. Mr. Bilal Tanveer from M/s. Durable Hospital Supplies as a member of the HR Committee.

The house unanimously approved it.

## **3. Discussion on Mr. Amer Hamid Bhatti Letters:**

Mr. Fazal Jillani inquired about the letter written by Mr. Aamir Hamid Bhatti to SIMAP, requesting the Chairman SIMAP to provide him demanded documents related to the bank account statement and SIMAP renewal receipt books.

Chairman SIMAP responded to Mr. Fazal Jillani, stating that Mr. Amer Hamid Bhatti had sent two letters. The first concerned EC meeting minutes were drafted by Amer Hamid Bhatti. The Chairman SIMAP assigned a staff member to check Aamir Hamid Bhatti's version against the SIMAP draft, highlight corrections then Chairman SIMAP send a detailed reply to him

Chairman SIMAP discussed the second letter, addressing the request for SIMAP's bank account statement, permission to inspect renewal receipt books, and details about a rented laser cutting machine workshop. He stated that Mr. Amer Hamid Bhatti referred to Mr. Fraz Ahmed, stating that according to Bye-Laws, EC members don't have the right to check SIMAP accounts physically. If so, the same may please be given in writing. Chairman SIMAP further stated that it was issued by managerial side and it should be sent to him in writing as per the Bye-laws rule.

Mr. Fazal Jillani insisted that if SIMAP's accounts were updated according to bye-laws, the demanded documents should have been sent to Mr. Amer Hamid Bhatti.

**4. Discussed issue attestation of documents of surgical companies:**

Mr. Fazal Jillani raised concerns about the intricate procedure of document attestation from the Ministry of Foreign Affairs, hindering the registration process in foreign countries. He proposed that SIMAP should draft a letter outlining these challenges, addressing it to Mr. Gohar Ejaz (Minister for Commerce and Industries). Additionally, a copy of the letter should be forwarded to the Ministry of Foreign Affairs for their attention.

Chairman SIMAP endorsed Mr. Fazal Jillani's proposal, confirming the intention to send a letter to the Ministry of Commerce and Ministry of Foreign Affairs. The letter will outline concerns about the potential decrease in country exports due to the opening of overseas offices and branches.

**5. Discussion about Delayed payment Realization by State Bank:**

Mr. Bilal Tanveer proposed to invite the stakeholders of State Bank to organize a seminar at SIMAP, raising awareness on the deduction of amounts during payment realization. He emphasized the need to educate our members about the reasons for these deductions and the process to reclaim such amounts from the State Bank.

Chairman SIMAP endorsed Mr. Bilal Tanveer's suggestion, agreeing to arrange a meeting with State Bank management in the first week of December. It was decided that meeting agenda points would be sent to State Bank in advance, ensuring preparation for a fruitful discussion.

**Meeting ended with vote of thanks to chair.**