



The Surgical Instruments Manufacturers Association of Pakistan

Sublime Chowk, Marala Road, Sialkot

Tel: 3563014, 3562940, and 3554890 Fax: 3554217

E-mail: info@simap.org.pk URL: www.simap.org.pk

MINUTES OF THE MONTHLY EXECUTIVE COMMITTEE MEETING OF
NOVEMBER
Held on December 12, 2023

Monthly Executive Committee meeting was held on December 12, 2023.

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

The following attended the meeting.

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
7. Mr. Amer Hamid Bhatti	Member Executive Committee
8. Mr. Muhammad Ishfaque Mhay	Member Executive Committee
9. Mr. Abdul Basit	Member Executive Committee
10. Mr. Muhammad Zubair	Member Executive Committee

The following members were on leaves for the meeting:

1. Mr. Muhammad Jamil Khan	Vice Chairman
2. Mr. Muhammad Amar Khan	Member Executive Committee

The following members were absent for the meeting:

1. Mr. Mirza Sheraz Baig	Member Executive Committee
2. Mr. Ahmed Zubair Bhatti	Member Executive Committee
3. Mr. Shabir Ahmed	Member Executive Committee
4. Mr. Bilal Amin (Late)	Member Executive Committee

The meeting started with the recitation of Holy Quran by Mr. Abdul Basit.

Fateha was offered for the deceased members of the Association.

Minutes of the monthly Executive Committee Meeting of October which was held on November 08, 2023 were unanimously approved by the house.

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

The new Membership list up to December 07, 2023, was approved.

Minutes of Meeting with Vietnam Ambassador held on November 04, 2023. were approved by the house.

Minutes of Meeting with Delegation CGS, GHQ held on November 06, 2023. were approved by the house.

Minutes of Meeting with PCSIR held on November 07, 2023. were approved by the house.

Minutes of Meeting with ITC held on November 14, 2023. were approved by the house.

Meeting Agenda

POINTS DICUSSED IN THE MEETING:-

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

2.	The Accounts for the month of October 2023	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa asked the house sought approval for accounts for the month of October 2023. House approved monthly accounts as provided.</p> <p>Mr. Fazal Jilani asked if any other extraordinary expenses were incurred besides the routine expenses.</p> <p>Chairman Yousaf Hassan Bajwa responded that no other extraordinary expenses were incurred.</p> <p>Mr. Ishfaque Mhay inquired about the October bulletin. If a bulletin was printed, please provide details.</p> <p>Chairman Yousaf Hassan Bajwa clarified that no SIMAP Bulletin was printed in that month.</p> <p>Chairman SIMAP Mr. Yousaf Hassan Bajwa informed the house that SIMAP's income is increasing due to new memberships. This is in response to the custom department's imposed condition on the surgical industry, where all courier services for surgical consignments now require a Custom Certificate obtained from SIMTEL LAB.</p> <p>Mr. Bilal Tanveer stated that the EPO of SIMTEL LAB's report should remain, as it contributed to the increase in SIMAP Revenue, and it should not be eliminated.</p>
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Chairman SIMAP Mr. Yousaf Hassan Bajwa mentioned that if viewed from the SIMAP perspective, it is fantastic for the revenue stream. However, if seen from the Surgical Industry perspective, it is not good because they come to the SIMAP office to get report physically and it is time wasting activity.

Mr. Abdul Basit suggested that the SIMTEL report for shipment customization should be an online procedure.

Chairman SIMAP Mr. Yousaf Hassan Bajwa explained that SIMTEL LAB under the domain of TDAP and government department take a long time to change this procedure through online.

Chairman SIMAP Mr. Yousaf Hassan Bajwa stated that retracting from the decision and urging the Ministry of Commerce to maintain SIMTEL certificate restrictions in EPO might lead to DRAP registration as matter was jointly discussed in meeting with ministry. He emphasized that removing SIMTEL certificate restriction in EPO is more beneficial for the surgical sector, considering the SIMTEL certificate as a self-imposed tax.

Mr. Amer Hamid Bhatti raised a query about the bank account into which SIMTEL funds are transferred.

Chairman SIMAP Mr. Yousaf Hassan Bajwa clarified that SIMTEL funds have been transferred to the TDAP Account. He added that SIMAP management had requested to demand these funds from TDAP, as these funds were generated from the Surgical industry. However,

		<p>no decision has been made about these funds, and there is a claim for a 3.5 million amount of utility bills that has not been disbursed since 2018.</p>
3.	<p>The new Membership list up to December 07, 2023.</p>	<p>House unanimously approved the new membership list up to December 07, 2023.</p>
		<p>Mr. Fraz (Accountant SIMAP) discussed the issues faced by new membership companies while applying for Bank Account Maintenance Certificate in banks. For this purpose, most companies require a Provisional Certificate of SIMAP membership, and without obtaining provisional certificates, banks do not issue a Bank Account Maintenance Certificate.</p>
		<p>Chairman SIMAP, Mr. Yousaf Hassan Bajwa replied that Provisional Certificates can be issued to new membership companies if they face difficulties in applying for account maintenance certificates as long as they have submitted all other documents along with SIMAP fee.</p>
4.	<p>Minutes of Meeting with Vietnam Ambassador held on November 04, 2023</p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of Vietnam Ambassador. The House unanimously approved it.</p>

<p>5.</p>	<p>Minutes of Meeting with Delegation CGS, GHQ held on November 06, 2023</p>	<p>Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of CGS and GHQ delegation.</p> <p>Chairman SIMAP Mr. Yousaf Hassan Bajwa informed the house that CGS and GHQ are establishing a new cell for industrialization, encompassing medical devices and surgical instruments. They have a skilled staff dedicated to the development of these medical devices. Surgical exporters would then export these devices worldwide. CGS and GHQ requires assistance from SIMAP to initiate the manufacturing of these essential medical devices in the current era.</p> <p>Chairman SIMAP Mr. Yousaf Hassan Bajwa informed the house that SIMAP recommended the following list of medical devices. If developed by the team of CGS, these would greatly benefit surgical exporters in expanding their export capabilities worldwide:</p> <ol style="list-style-type: none">1. Syringes2. Blood Pressure Monitor3. Glucose Monitor4. Oximeter5. Stethoscope6. Bedside monitor <p>Chairman SIMAP Mr. Yousaf Hassan Bajwa added that these devices are in high demand globally and with CGS support in their development, the devices would not only meet the demands of local medical community but also establish surgical exporters as key players on a global scale.</p>
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Chairman SIMAP Mr. Yousaf Hassan Bajwa noted with regret the existing lack in the development of technology in the surgical industry of Pakistan. He emphasized the imperative need for up-to-date technology to manufacture surgical instruments and medical devices, fostering competitiveness in the international market.

Mr. Fazal Jilani suggested that innovation in the surgical sector is crucial. At surgical fairs, exporters often showcase similar products, highlighting the need for technological advancements in manufacturing innovative surgical products for the international market.

Chairman SIMAP, Mr. Yousaf Hassan Bajwa supported Mr. Jilani's opinion. He stressed the importance of Pakistani exporters positioning themselves as a manufacturing hub. In international fairs, he recommended showcasing diverse sector-related products alongside specific sector-related ones. TDAP should add more diverse group of companies in their pavilion to give better image of Pakistan as hub of manufacturing health care products.

Mr. Bilal Tanveer mentioned that in the Arab Health fair, the presence of diverse sector-related booths was observed, contributing to a positive image.

Chairman SIMAP Mr. Yousaf Hassan Bajwa asked the house sought approval for Minutes of Meeting with Delegation CGS, GHQ. House unanimously approved it.

6.

Minutes of Meeting with PCSIR held on November 07, 2023.

Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the meeting minutes of PCSIR. He informed the house that the CFC contract of PCSIR had expired, and on 7th November, it was renewed. He discussed crucial EU MDR compliance-required tests with the PCSIR team, essential for surgical industry exports to European countries. Senior Vice Chairman Mr. Faisal Akram and Vice Chairman Mr. Jamil Khan dedicated efforts to MDR tests and urged PCSIR to submit their project to EDF for the required MDR tests. SIMAP supported PCSIR, ensuring that EDF funds would be provided for the required MDR compliance tests.

Chairman SIMAP Mr. Yousaf Hassan Bajwa emphasized that PCSIR already has the infrastructure and manpower for MDR compliance tests, highlighting the crucial need for funds. SIMAP will provide full assistance to PCSIR in securing funds for this project.

Chairman SIMAP Mr. Yousaf Hassan Bajwa stated that he has requested the PCSIR Team to provide a list of discounted rates for services offered at the Common Facility Center, exclusively available to members of the Surgical Association. The PCSIR team responded that the SIMAP management should send the proposal of required tests with discounted rates. Subsequently, the PCSIR concern committee would review and work on facilitating SIMAP members by providing discounted rates.

Mr. Fazal Jilani suggested that there is no need to mention the designation of Chief Coordinator with Mr. Jehangeer Babar Bajwa, as he already served as our Former

<p>7.</p>	<p>Minutes of Meeting with ITC held on November 14, 2023.</p>	<p>Chairman. Simply mentioning his name with valuable comments is sufficient, as we appreciate his contributions to the industry.</p> <p>Chairman SIMAP noted that the former Executive Committee assigned the Chief Coordinator designation to Mr. Jehangeer Babar Bajwa, acknowledging his valuable input for the industry.</p> <p>Mr. Bilal Tanveer pointed out that if the former executive committee approved the Chief Coordinator designation, the current executive committee has the authority to disapprove it.</p> <p>Chairman SIMAP emphasized that house should stay focused on issues under discussion and give their valuable input which can be considered.</p> <p>Chairman SIMAP Mr. Yousaf Hassan Bajwa asked the house sought approval for Minutes of Meeting with PCSIR. House unanimously approved it.</p> <p>Chairman SIMAP Mr. Yousaf Hassan Bajwa requested Mr. Waqas Raza to brief the meeting minutes of the ITC.</p> <p>Mr. Waqas Raza informed the house that the ITC team is working on a one-year plan for the surgical sector, aiming to submit it to the UN Geneva office. ITC requested SIMAP to identify capacity-building areas aligned with market needs, and ITC committed to assisting in these areas for SMEs to access international markets. He</p>
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mentioned that the ITC team arranged a meeting with 10 selected companies for the MEDICA Fair to get feedback on their experiences and exposure to international markets.

Mr. Waqas Raza further stated that ILO is a partner of ITC and wishes to render their services to the surgical sector, but he disagreed to collaborate with the ILO department. He said that ITC team invited the SIMAP's delegation to visit the ILO office in Islamabad.

Chairman SIMAP suggested that the SIMAP delegation should visit the ILO office and have a separate meeting with the UKTP representatives. He requested the ITC team to invite commercial counselor from British High commission to participate in this meeting to discuss industry-related matters in detail. The Chairman sought opinions from Executive Committee members, and the house agreed that if the surgical industry benefits from ILO, the SIMAP delegation should visit the ILO office and discuss it in detail so well informed decision can be made.

Chairman SIMAP Mr. Yousaf Hassan Bajwa asked the house sought approval for Minutes of Meeting with ITC. House unanimously approved it.

8.

**An Any other
Points.**

1. Multi New Associations are forming from the surgical industry.

Chairman SIMAP Mr. Yousaf Hassan Bajwa discussed the alarming situation where multiple new associations are emerging in the surgical industry. He urged EC members to share their opinions on this matter.

Mr. Fazal Jilani strongly condemned these associations and urged Chairman SIMAP to invite the members involved in forming new associations in the surgical sector for detailed discussions. He emphasized the potential instant impact on surgical sector exports, warning of a breakdown in the export ratio if these associations are established.

Chairman SIMAP stated that he received a hearing notice from the DGTO office to get viewpoints from SIMAP regarding the license for establishing the Manicure and Pedicure Association. He clarified that he only has information about the Manicure and Pedicure Association and is unaware of other associations like the Dental Association, Single-use Instruments Association and Horse Riding Association.

Mr. Fazal Jilani emphasized the financial challenges associated with establishing new associations, highlighting that this is a crucial factor in running any association's activities. He argued that resources are often limited and advocated for focusing on strengthening existing associations instead of creating new ones.

Chairman SIMAP Mr. Yousaf Hassan Bajwa agreed with Mr. Fazal Jilani's opinion, adding that when materials and manufacturing processes are same so it's better to have one voice to get better conditions from Govt on Taxes, CFC or training institutes.

Mr. Amer Hamid Bhatti expressed his support for establishing the Manicure & Pedicure Association, suggesting that it could enhance export growth in this product line and receive financial support from the government in the form of rebates and other financial schemes. He said that like the Surgical City project which aims to benefit the surgical industry, the establishment of another association can lead to the initiation of beneficial projects for the respective industry. Additionally, he added that establishing new association just for the sake of getting votes is another perspective.

Chairman SIMAP informed the house that the ideal functioning of any association worldwide involves establishing liaisons with policymaking Govt departments. For the surgical industry, he proposed hiring a retired secretary level person as a lobbyist in various government departments in Islamabad to strengthen ties and establish strong liaison with these departments.

Mr. Fazal Jilani and Mr. Amer Hamid Bhatti disagreed with the Chairman's viewpoint, stating that this suggestion had already been implemented in the Sialkot Chamber and did not work well.

Chairman SIMAP gave clarification to the house that after the last DGTO hearing, he has not receive any verdict yet. He mentioned that once SIMAP receives the verdict from DGTO, the association will decide whether to go to the High Court to challenge the establishment of the Manicure and Pedicure Association or not.

Mr. Fazal Jilani and Mr. Bilal Tanveer expressed their strong stand and advised to go to the High Court and strongly condemned the establishment of Manicure and Pedicure Association.

Mr. Amer Hamid Bhatti stated his support for initiating the establishment of the Manicure and Pedicure Association. He mentioned that if the Manicure and Pedicure Association is established, there might be an impact on the surgical association, leading to a potential reduction in members and a decrease in revenue. However, he clarified that having a few members in the Manicure and Pedicure Association wouldn't cause any loss in surgical association revenue.

2. VTI Sponsorship for Youth:

The Chairman of SIMAP Mr. Yousaf Hassan Bajwa informed the House that an Employment Drive is scheduled at the Vocational Training Institute (VTI) on December 13th, 2023. All these students are trained from this institute, and he requested EC members to visit the VTI and participate in the Employment Drive.

Chairman SIMAP stated that last week he visited VTI with his team and reviewed the courses offered to the students. While many courses were productive, some were non-productive. VTI is facing problems of funding from Punjab Government under Zakat, quota of students is more than allocated funds. To address this, the VTI team collaborated with various trade bodies to secure donation funds and accommodate the excess quota of students.

The Chairman of SIMAP mentioned that the fee for one student is 48,000. The VTI team has requested sponsorship for some students from the esteemed Surgical Association.

Chairman SIMAP added that he discussed with the VTI team about reducing the duration of courses from six months to three months. He suggested that class times should be shorter, as currently students are required to spend their time from 7:00 AM to 3:00 PM. Students are compelled to stay, and if they don't they won't receive the required certificate from VTI.

The Chairman SIMAP informed the House that he appointed Mr. Faizan-Ul-Haq Mirza (Former Senior Vice Chairman SIMAP) as the focal person due to his technical skills. Mr. Mirza has coordinated with the VTI team and designed certain courses (Soft skills for females) deemed productive for the industry. The VTI team has forwarded these courses to the Head of the Department of Punjab for approval.

The Chairman of SIMAP requested from the house that a one-day plan be arranged for all EC members to visit VTI. The house unanimously agreed.

3. HR Committee Meeting Decision held on 11th December 2023.

Chairman SIMAP Mr. Yousaf Hassan Bajwa informed the House that certain HR issues needed the attention of the HR Committee. A meeting of the HR Committee was convened on December 11, 2023, to address these issues. He added that the HR Committee unanimously decided that SIMAP General Secretary post requires someone with

better capability to meet the challenges of the post to handle affairs of association appropriately therefore HR committee decided to terminate Ms. Iram Zafar from the position of Secretary General, due to her lack of competence and capacity for the post of Secretary General. New process of Hiring of Secretary General will be started and until that Mr. Usman Butt will take care of these responsibilities as acting secretary General.

The Chairman clarified that Ms. Iram Zafar was of the view that the HR Committee did not have full authority to remove her from the position of Secretary General without the approval of EC members in the Executive Committee.

The Chairman SIMAP clarified that in the last meeting, EC members had given full authority to the HR Committee to take decisions regarding the hiring and firing of employees. Therefore, he sought the opinion of EC members on the HR Committee's decision.

Mr. Fazal Jilani stated that EC members had given full rights to the HR Committee, emphasizing that according to the bylaws obtaining approval from EC members is crucial. He fully endorsed the decision of the HR Committee.

Mr. Bilal Tanveer suggested conducting a vote among EC members to get opinions on the HR Committee's decision.

In response, Chairman SIMAP Mr. Yousaf Hassan Bajwa conducted a vote for getting view from the EC members.

Mr. Fazal Jilani stated that he fully endorsed the decision

of the HR Committee, emphasizing that EC members stand with the association for its betterment.

Mr. Amer Hamid Bhatti also endorsed the decision of the HR Committee.

Mr. Ishfaque Mhay Endorsed decision of HR Committee.

Mr. Adil Jangsher also stood with the HR Committee's decision.

Mr. Muhammad Zubair mentioned that the HR Committee's decision aligns with the betterment of the association according to the bylaws, and he fully endorsed it.

Mr. Bilal Tanveer endorsed the decision of the HR Committee.

Mr. Abdul Basit also stood with the HR Committee's decision.

Mr. Waqas Raza said that according to the bylaws, a show-cause notice should be issued to the employee, and their response should be obtained, then the HR committee has full right to hire and fire the employee. He further emphasized on the importance of taking decisions keeping in mind the sanctity of the institution and stressed on following the procedure laid down in the bye-laws to avoid future accountability.

Mr. Bilal Tanveer stated that in the last EC meeting, EC members unanimously approved the HR Committee's

authority to hire and fire employees for the betterment of the Association. Once this approval was granted, the HR Committee convened a meeting, made a decision, and the majority of EC members endorsed it. Mr. Waqas has the right to express his opinion on the HR Committee's decision but does not have the right to dictate HR Committee policy.

Chairman SIMAP sought a clear vote from Mr. Waqas Raza on the HR committee decision.

Mr. Waqas Raza stated that he endorses the decision of the HR Committee.

Mr. Faisal Akram (SVC) also endorsed the decision of the HR Committee.

All present Executive Committee members unanimously approved the HR Committee's decision to Terminate Ms. Irum Zafar from the Post of Sec General.

Mr. Bilal Tanveer presented the letter from Vice Chairman Mr. Jamil Khan, in which it was mentioned that he nominated Mr. Bilal Tanveer (EC Member) to vote on his behalf in matters related to SIMAP affairs during Executive Committee Meeting to be held on 12th December 2023. Mr. Bilal Tanveer endorsed the decision of the HR Committee on behalf of Vice Chairman Mr. Jamil Khan.

Mr. Ishfaque Mhay raised the point that if Ms. Iram Zafar

goes through the litigation process against her termination, who will bear the expenses.

Chairman SIMAP responded, after seeking suggestions from the house, that SIMAP will bear the litigation expenses.

Mr. Bilal Tanveer informed the house that Ms. Iram Zafar carried SIMAP property, including a laptop and mobile, without permission from Office Bearers and has not returned the SIMAP property yet. He proposed in the house that SIMAP should send her a notice to return the SIMAP property to the Acting Secretary General within the stipulated time period. Ms. Iram Zafar after handing over the SIMAP property to the Acting Secretary General and obtaining the NOC from the SIMAP office then she should submit the NOC to the SIMAP Account office to receive her dues. If she fails to return the SIMAP property within the stipulated time period then legal action will be pursued against her.

4. Discussion on Amer Hamid Bhatti's Letter:

Mr. Amer Hamid Bhatti inquired about the reply of his two letters which sent to the SIMAP office.

Chairman SIMAP responded that he would send him a detailed reply regarding the two letters.

5. Discussion on Invoices of Annual Report of 2023:

Mr. Amer Hamid Bhatti discussed that he received a call from the SIMAP office for an Annual Report ad, and at that time, he did not confirm the ad. Invoices were generated for the Annual Report without consent from members and were circulated in the EC members' WhatsApp group. He further stated that the Annual Report has been printed for SIMAP members and should be circulated among them. Those willing to include an ad in the Annual Report should have it printed in the report.

Mr. Amer Hamid Bhatti said that he had read the message of Chairman SIMAP in the WhatsApp group about the annual report ad. He emphasized that it is not a matter of ad payment but a matter of procedure, stating that consent should be obtained from members first before generating invoices for the Annual Report.

Chairman SIMAP responded by agreeing with Mr. Amer Hamid Bhatti and acknowledging his misjudgment. He mentioned that it has been a general practice for years that all EC members should place their company ads in the SIMAP annual report. He stated that next time, the procedure will be adopted, and consents will be obtained from EC members before generating invoices.

Mr. Amer Hamid Bhatti inquired about the quantities of SIMAP Annual report.

The Chairman responded that 100 to 150 copies of the SIMAP Annual report will be printed in hard copies, and soft copies will be circulated to all members.

Mr. Amer Hamid Bhatti inquired about the agreement time period for bulletin ads, the advertisement rates, and the requirements for ads in SIMAP bulletin.

Chairman SIMAP responded that the agreement time period can be annual or semi-annual, depending on member consent. The rates are categorized based on the pages on which members want to place ads. Members should send a requested letter to SIMAP along with the CDR file of the ad.

6. Discussion on Sales Tax Refund:

Mr. Faisal Akram discussed in the house regarding the sales tax refund and informed the EC members about his recent meeting with the Operation Member FBR. During the meeting, it was discussed that SIMAP needs to generate a new list of its members and submit it to the FBR office within two days. He mentioned that SIMAP will circulate an email among its members, requesting them to provide the necessary information by email or submit a letter to the SIMAP office within two days. This information is needed for exclusion from STGO 09/2023 preview, and their company names will be included in the

		Five Export Sector for rule 39B of the Sales Tax Rules 2006.
		Meeting ended with vote of thanks to chair.

Mr. Yousaf Hassan Bajwa

Mr. Faisal Akram

Mr. Bilal Tanweer

Mr. Amer Hamid Bhatti

Mr. Fazal Jillani

Mr. Muhammad Zubair

Mr. Muhammad Ishfaque Mhay

Mr. Waqas Raza

Mr. Abdul Basit

Mr. Adil Jangsher