

No. 4(14)/97-CWHR
GOVERNMENT OF PAKISTAN
MINISTRY OF SCIENCE AND TECHNOLOGY
Islamabad, the 6th October, 1998

RESOLUTION

WHEREAS it is expedient to reconstitute the Council for Works and Housing Research established under Resolution No. S.R.O. 440(K), dated the 17th June, 1964, and in supersession of its Resolution No. 3(I)/84-CWHR, dated the 2nd December, 1985, to facilitate its unhindered and efficient functioning as recommended in the National Science and Technology Policy.

It is hereby resolved as follows:—

1. **Definitions.**—In this resolution, unless there is anything repugnant in the subject or context:—

- (a) "Board" means the Board of Governors of the Council;
- (b) "Chairperson" means the Chairman and Chief Executive of the Council
- (c) "Council" means the Council for Works and Housing Research
- (d) "Executive Committee" means the Executive Committee of the Council
- (e) "Institute" means an Institute under the administrative control of the Council;
- (f) "Prescribed" mean prescribed by rules or regulations
- (g) "President" mean the President of the Board;
- (h) "Registered Council" means the council for Works and Housing Research registered under the Societies Registration Act, 1860 (XXI of 1860);
- (i) "Regulation" means regulations made under the Resolution
- (j) "Rules" means the rules made under this Resolution
- (k) "Secretary" means the Secretary of the Council and
- (l) "Technical Advisory Committee" means the Technical Advisory Committee of the Council.

2. **Functions and powers of the Council.**—The functions and powers of the Council shall be—

- (a) to initiate, promote and guide the scientific research having bearing on problems connected with all types of civil engineering structures such as buildings road, bridges,

dams harbours, treatment plants and economical utilization of construction materials or with any other allied matters referred to the Council by the Federal Government, Public Sector or Private Sector.

- (b) to establish and develop institution for research and development, testing and standardization relevant to Housing and Works;
- (c) to conduct, sponsor, organise, co-ordinate and promote research and development in all fields of civil engineering works including construction of model structures and demonstration units and to collaborate with regional, national and international institutes or organisations and eminent individuals and groups;
- (d) to undertake research on contract basis in collaboration with universities, construction industry; Federal and Provincial agencies;
- (e) to undertake commercialisation of road and development activities including transfer of technology;
- (f) to engage consultants experts for short time duration as and when required for specific research activities;
- (g) to register patents for products and processes developed by the Council and codify the research results of road and development work;
- (h) to accept fees, donations, endowments and gifts for furthering objectives of the Council;
- (i) to devise necessary framework to utilize funds generated from its activities for strengthening of the Council and its research programmes and also to provide necessary incentive to researchers as per rules and regulations;
- (j) to collect and disseminate information to the end users; establish data base and to publish scientific papers, reports and periodicals relating to the activities of the Council and develop liaison with similar organisation in other countries;
- (k) to arrange seminars, symposia, open-houses, exhibitions, training and other extension activities to promote technology relevant to housing and works;
- (l) to determine the policy, approve short and long term development programmes, scrutinize and approve the programmes recommended by the Technical Advisory Committee; and
- (m) to undertake all such activities to promote aims, objectives and functions of the Council.

3. Directives from the Federal Government.—The Federal may, from time to time, issue to the Council such directives and instructions as it may consider necessary for carrying out the purposes of this Resolution and the Council shall follow and carry out such directives and instructions.

4. **Management.**—The Council shall perform its functions through:—

- (a) the Board;
- (b) the Executive Committee;
- (c) the Technical Advisory Committee; and
- (d) the Chairman.

5. **Board.**—(1) The overall control, direction and superintendence of the affairs of the Council shall vest in the Board of Governors which shall exercise all powers, perform all functions and do all acts and things which shall exercised, performed and done by the Council.

(2) In particular and without prejudice to the generality of the powers conferred by paragraph (1) the Board shall:—

- (a) approve overall plans, policies and programmes of the Councils;
- (b) examine and approve the Five Years and Annual Research Programmes of the Council;
- (c) examine and approve the projects proposed by the Technical Advisory Committee;
- (d) examine and approve the annual report and evaluation report of the Council for submission to the Federal Government;
- (e) approve the annual development and non-development budget of the Council; and
- (f) examine and approve the proposals submitted by the Executive Committee.

6. **Composition of the Board.**—The Federal Government shall, by notification in official Gazette, establish or Board consisting of:—

- (a) Minister or Adviser Incharge
Ministry of Science and Technology. *President*
- (b) Secretary,
Ministry of Science and Technology. *Vice President*
- (c) One representative from the Pakistani Engineering Council *Member*
- (d) One representative of the Pakistan Council of Architects and
Town Planners. *Member*
- (e) One representative of the Association of Builders and Developers *Member*
- (f) One eminent scientist to be nominated by the Minister for Science
and Technology. *Member*

- (g) One eminent technologist to be nominated by the Minister for Science and Technology. *Member*
- (h) One representative of Ministry of Finance not below the rank of Joint Secretary. *Member*
- (i) Director General National Housing Authority *Member*
- (j) One representative of the Local Government, Rural Development and Wildlife, not below the rank of Joint Secretary. *Member*
- (k) Chief Research Officer, Council for Works and Housing Research. *Member*
- (l) One representative from each Provincial Government not below the rank of Chief Engineer (Buildings). *Member*
- (m) Chairman, Council for Works and Housing Research *Member/Secretary*

7. **Executive Committee.**—There shall be an Executive Committee of the Board consisting of the following members, namely:—

- (a) Chairman, Council for Works and Housing Research *Member*
- (b) Joint Secretary (Admin) or Deputy Secretary (Admn), Ministry of Science and Technology. *Member*
- (c) Deputy Financial Adviser, Ministry of Finance. *Member*
- (d) Chief Research Officer, Council for Works and Housing Research. *Member*
- (e) Secretary, Council for Works and Housing Research *Member*

(2) Subject to the provision of the rule, regulations and the general or special directions of the Board, the Executive Committee shall be principal administrative body of the Council and shall:—

- (a) be responsible for the management and administration of all affairs of the Council and control of its funds within the overall policy and guidelines of the Board;
- (b) undertake regular review and evaluation of the performance of the research and development projects and programmes of the Council and submit a report to the Board;
- (c) prepare and submit an annual development and non-development budget of the Council for approval of the Board; and
- (d) prepare regulations for approval of the Board.

8. **Technical Advisory Committee.**—(1) There shall be a Technical Advisory Committee consisting of:—

- (a) Chairman, Council for Works and Housing Research. *Chairman*
- (b) Joint Technological Adviser, Ministry of Science and Technology. *Member*
- (c) Three eminent Engineers nominated by the Board of Governors. *Member*
- (d) Chief Research Officer, Council for Works and Housing Research. *Member*

(2) The Committee shall—

- (a) Prepare and evaluate its research programmes in accordance with the science and technology policy of the Federal Government;
- (b) propose Five-Year and Annual Development Programmes of the Council.
- (c) propose a goal-oriented short term research programme for the Council; and
- (d) render advise and report on any technical question referred to it by the Board.

9. **Chairman.**—(1) The Chairman shall be the Chief Executive and shall be appointed by the Federal Government for a term of three years extendable for a further period of two years at a time on such terms and conditions as may be determined by the Federal Government and shall hold office during the pleasure of the Federal Government.

(2) The Chairman shall work under the general policy guidelines of the Council and shall exercise such powers, functions and duties as the Chairman may, by order in writing specify.

10. **Secretary.**—There shall be a Secretary of the Council having technical background and administrative experience, and shall:—

- (a) assist the Chairman in the discharge of his functions as the Chief Executive of the Council in matters related to administration, scientific and technological research;
- (b) to organise, keep record and follows up decisions of the proceedings of the Council, the Board of Governors and any committee, sub-committee, or advisory boards which are approved by the Council;
- (c) to keep liaison with the Ministry of Science and Technology and other related organisations for exchange and dissemination of technological information, and to establish co-ordination with relevant national international organisations, non-Government organisation in the field of housing and works.
- (d) perform such activities as may be assigned to the Secretary from time to time by the Chairman of the Council.

11. **Term of office of the member of the Board.**—(1) Save as hereinafter a member of the Board, other than an *ex-officio* member, shall hold office for a period of three years from the date of his nomination and shall be eligible for re-nomination for a further period of not exceeding three years on such terms and conditions the Federal Government may determine.

(2) A person who becomes, or is nominated to be member by virtue of his holding an office or appointment shall cease to be a member when he cease to hold that office or appointment.

(3) A member, other than an *ex-officio* member, may, at any time by writing under his hand addressed to the Chairman, resign his office provided that no resignation shall take effect until it has been accepted by the Federal Government.

(4) A vacancy in the office of a member, other than an *ex-officio* member, caused by resignation or otherwise shall be filled by the nomination or appointment by the Federal Government or as the case may be, by the Provincial Government, of a person qualified to fill the vacancy.

12. **Meetings.**—(1) The meetings of the Board shall ordinarily be held at least once every year and shall be presided over by it President or, in his absence, by the Vice-President.

(2) The meeting of the Technical Advisory Committee shall be held as and when required by the Chairman and shall be presided over by him.

(3) The meetings of the Executive Committee shall be held at least thrice a year and shall be presided over by the Chairman of the Council.

(4) Unless otherwise prescribed, the number of members whose presence shall be necessary to constitute a quorum for a meeting of the Board shall be one third of its total members and for a meeting of the Technical Advisory Committee and the Executive Committee half of the total members of the Committee concerned.

(5) All questions at a meeting of the Board, the Executive Committee or the Technical Advisory Committee shall be decided by majority of votes and in case of equality of votes, the person presiding shall have a second or casting vote.

13. **Delegation of powers.**—The Board may, by general or special order in writing, delegate any of its powers to the Chairman or any other officers of the Council.

14. **Validity of proceedings etc.**—No act, proceedings or decision of the Board or Technical Advisory Committee or the Executive Committee shall be invalid merely on the ground of the existence of vacancy in or any defect in the constitution of, the Board, or as the case may be, the committee.

15. **Funds.**—(1) The Federal Government shall from time to time place funds at the disposal of the Council for the smooth discharge of its functions and the efficient conduct of its affairs.

(2) There shall be constituted a fund for the Council to which shall be credited all sums received by it and out of which shall be paid all expenditure incurred by the Council.

(3) The funds of the Council shall consist of:—

(a) grants made by the Federal Government and

(b) income from other sources such as advice, consultancy and publications, etc.

(4) The funds of the Council shall be maintained and operated in accordance with the directions of the Federal Government in this behalf.

16. Budget and accounts.—(1) The Council shall, by such date and in such form as may be prescribed by rules, submit to the Federal Government for approval its budget for each financial year showing the estimated receipt and expenditure and the sums which are likely to be required from the Federal Government during the financial year.

(2) The accounts of the Council shall be maintained in such form and in such manner as the Federal Government may determine in consultation with the Auditor-General of Pakistan.

17. Investment of Funds.—Subject to such instructions as the Federal Government may from time to time issue, the Council may invest its funds in any Securities of the Federal Government or a Provincial Government or in any of the Securities enumerated in section 20 of the Trusts Act, 1882 (II of 1882).

18. Appointment of officers.—(1) The Council may, appoint such officers, advisers, consultants and employees as it may consider necessary on such terms and conditions as prescribed.

(2) The Federal Government may, direct the Council to terminate the services of any officer, adviser, consultant or employee and the Council shall be bound to comply with such direction.

19. Annual and periodical reports.—(1) The Council shall submit to the Federal Government as soon as possible after the end of each financial year, an annual report including a summary of accounts on the conduct of its affairs for that year; and

(2) The Council shall also submit to the Federal Government information, comments and advice on any specific point as may be asked for.

20. Discoveries and inventions to vest in the Council.—All rights relating to technologies evolved and any improvements in materials, methods, processes apparatus or equipment made by any office or employee of the Council in the course of his employment shall vest in the Council:

Provided that, in the case of collaborative projects, such rights shall be shared with the collaborative agencies in such a manner as may be prescribed by regulations.

21. Powers to make rules.—The Council may, with the prior approval of the Federal Government, by notification in the official Gazette, make rules to carry out the purposes of this Resolution.

22. Powers to make Regulations.—The Council may, with the approval of the Federal Government, make regulations which are considered necessary for the achievement of its aims and objects and for the performance of its functions.

23. **Head Office.**—The Head Office of the Council shall be at Karachi.

CH. AAS MUHAMMAD,
Deputy Secretary.

The Manager,
Printing Corporation of Pakistan,
Karachi.

Copy forwarded to:—

1. Establishment Division, Islamabad.
2. Finance Division, Islamabad.
3. Law and Justice Division, Islamabad.
4. All members of the Council for Works and Housing Research.
5. All Heads of S&T Organizations, Chairman CWHR.
6. All Heads of Wings of MoST.

Sd/-
ABDUL WAHID,
Section Officer.