

**GOVERNMENT OF PAKISTAN  
CABINET DIVISION  
DEVELOPMENT WING**

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Islamabad, the 9<sup>th</sup> March, 2020

**NOTIFICATION**

**No. F. 1(1)/2020-SO(Dev-II).** Federal Cabinet has been pleased to revise Sustainable Development Goals Achievement Programme (SAP)'s Guidelines in terms of its decision vide case No.166/Rule-19/2020 dated 05.03.2020, with the recommendations of Steering Committee made in its 9<sup>th</sup> meeting dated 23.01.2020, to meet on ground difficulties and address the actual needs of community in different socio-economic regions.

2. The schemes of following Sectors would qualify from SDGs achievement Programme (SAP) to develop human resources and ensure balance regional growth:

- i. Education
- ii. Health
- iii. Clean Drinking Water
- iv. Roads (including Streets, Culverts, Bridges etc.)
- v. Sanitation
- vi. Gas (Missing gas infrastructure, subject to availability of Gas, duly certified by the Petroleum Division)
- vii. Electricity
- viii. Interventions leading to SDGs (i.e. Graveyard, Janazgah, Places of all Worship, Playgrounds, Public Parks and other Community Development initiatives etc.).

3. The following procedure will be adopted for implementing the programme:

- i. At least, 10 residents of the area, will identify the scheme(s). The scheme(s) with estimated cost ranging between Rs: 0.25 million to Rs: 50 million shall be included in the programme. In case of Gas Sector Scheme, the upper limit will be up-to Rs. 300 million.
- ii)(a) The request of schemes shall be forwarded by the residents to the concerned Deputy Commissioners for processing and approval from the approving forum as per rules / policy / instructions.
- b) The request of schemes may also be forwarded by the residents to the federal executing agencies of respective Ministries / Divisions for processing and approval from the approving forum as per rules / policy / instructions.



- iii) Steering Committee is authorized to recommend release of lump-sum allocation of proposed funds to the Provincial Governments, Federal Ministries and Divisions for further release/ utilization by the executing agencies against approved schemes. The funds will be released in form of Sanction Letter/ Surrender orders. The Provincial Governments and Federal Ministries/ Division will ensure following:-
- a. The scheme (s) are feasible and are in public interest.
  - b. No other executing agency has undertaken or is undertaking the same scheme(s) in the area.
  - c. Federal Executing Agencies will obtain NOC from the Provincial Governments / District Governments that they will bear Operation and Maintenance (O&M), and recurring cost of the schemes after completion.
- iv) Land for the purpose of development scheme(s) where applicable, shall not form part of the cost estimates of the scheme. In case private land is offered by the community, its mutation in the name of designated government agency shall be effected prior to execution of the scheme. In exceptional cases, land acquisition will be processed under the provisions of Land Acquisition Act, 1894" with approval of Steering Committee.
- v) PPRA rules shall be followed wherever applicable.
- vi) Unspent balances and savings shall be used in the respective Districts against SAP's schemes and escalation cost (if any).
- vii) PAOs of Ministries / Chairman (P&D Board) ACS (Dev) shall be responsible to ensure the quality of work and furnish to Cabinet Division the monthly progress on physical work and utilization of funds (Proforma enclosed).
- viii) Expenditure shall not be incurred on purchase of equipment (if not part of the scheme), vehicles, fixtures, salaries, printing of diaries/ calendars/ banners, holding of official meetings and dinner parties etc. Similarly, no administrative overheads shall be charged by any agency for execution of these schemes.
- ix) The PAOs/ Chairman (P&D Board) /ACS (Dev) will obtain completion status (Proforma enclosed) of the schemes from the respective executing agencies / districts and furnish a certificate to Cabinet Division.
- x) The Provincial Governments / Federal Ministries and Divisions shall be responsible for utilization / expenditure and disbursement of funds under the programs. Funds disbursed and utilized on the schemes under the programme shall be subject to normal accounting and audit procedures of the Government of Pakistan.

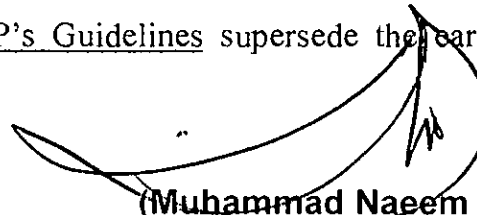


- xi) The concerned Federal Ministries/ Provincial Governments/ Executing Agencies will ensure to fulfill all the legal / codal formalities for utilization of funds. They will be responsible for statutory audit of the funds and clearing all the liabilities as a result of any adjudication / legal dispensation.
- xii) The Divisional Commissioner shall oversee the progress of schemes in the districts by establishing Divisional level monitoring setup and submit monitoring reports to Steering Committee through respective Planning and Development Departments.
- xiii) Steering Committee headed by a Federal Minister and Parliamentarians as members, to be nominated by the Federal Cabinet shall be constituted and will be responsible for overall supervision of the programme including approval for allocation/release of funds. Terms of References (TORs) of the Steering Committee are as under:

ToRs

- a. Steering Committee shall approve release / surrender of funds to Provincial Governments, Federal Ministries and Divisions.
- b. Ensuring implementation of the programme through Provincial Governments and line Ministries/Divisions as per approved policy.
- c. Periodically review the progress of the programme.
- d. To resolve the issues arising during the implementation process of the programme.
- e. To oversee the financial aspects of the Programme.
- f. Any other matter related to the programme.

4. The above approved Revised SAP's Guidelines supersede the earlier SAP Guidelines.

  
09.03.20  
(Muhammad Naeem Javed)  
Deputy Secretary

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The Manager,  
Gazette of Pakistan,  
Printing Corporation of Pakistan Press,  
University Road,  
Karachi.

Copy to:-

1. Mr. Pervez Khattak, Federal Minister for Defence / Convener, Steering Committee SDGs Achievement Programme (SAP), Islamabad.
2. All Members of Steering Committee.
3. Additional Secretary, Public Affairs Unit, Prime Minister's Office, Islamabad.
4. Cabinet Secretary / Secretary to SAP Committee, Cabinet Division, Islamabad

5. Secretary, Finance Division, Islamabad.
  6. Secretary, Planning, Development and Reform, Islamabad.
  7. Secretary, Ministry of Energy (Petroleum Division), Islamabad.
  8. Secretary, Ministry of Energy (Power Division), Islamabad.
  9. Secretary, Housing & Works, Islamabad.
  10. Secretary, Ministry of Interior, Islamabad.
  11. Controller General of Accounts, Auditor General of Pakistan, Islamabad
  12. Accountant General of Pakistan Revenues (AGPR), Islamabad.
  13. All Divisional Commissioners / Deputy Commissioners.
  14. Chief Commissioner, ICT, Islamabad
  15. Chairman, Planning and Development Board, Punjab.
  16. Additional Chief Secretaries (Dev) of Sindh, Khyber Pakhtunkhwa and Balochistan.
- with request to  
convey the same  
to their field  
formations
17. Additional Secretary-III, Cabinet Division, Islamabad.
  18. Sr. Joint Secretary (Development-I), Cabinet Division, Islamabad.
  19. Joint Secretary (Development-II), Cabinet Division, Islamabad.
  20. Joint Secretary (Admn.), Cabinet Division, Islamabad.
  21. Joint Secretary (Exp.) Cabinet Division, Islamabad.
  22. Chief Finance & Accounts Officer (CF&AO), Cabinet Division, Islamabad.
  23. Advisor, Ministry of Planning and Development, Islamabad.
  24. Director General, Pak.PWD, Islamabad.
  25. Director General, Federal Audit, Islamabad
  26. Director General (Gas), M/o Energy (Petroleum Division), Islamabad.
  27. Deputy Secretary (Dev), M/o Energy (Power Division), Islamabad.
  28. Manager, PCP, Islamabad.
  29. Director (IT), IT Centre, Cabinet Division, Islamabad for uploading on website.
  30. Deputy Director (Programme)/Director (Data Centre), Accounts Officer (Dev), Cabinet Division, Islamabad
  31. Master file/Office copy.

(Raheela Farheen)  
Section Officer

09/03/2020

**SCHEME COMPLETION CERTIFICATE**  
**(SDGs Achievement Programme)/SAP**  
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|    |  |                      |                    |
|----|--|----------------------|--------------------|
| 1. | Name of the scheme                                   |                      |                    |
| 2. | Sector   |                      |                    |
| 3. | Sponsoring Ministry/Agency                           |                      |                    |
| 4. | Executing Agency (s)                                 |                      |                    |
| 5. | Agency for O&M alongwith amount                      |                      |                    |
| 6. | Date of Approval & Forum i.e. (DDWP/CDWP /PDWP) etc. |                      |                    |
| 7. | Implementation Period                                | Date of Commencement | Date of Completion |
|    | • As per PC-I  |                      |                    |
|    | • Actual   |                      |                    |
|    |  |                      | (Rs. Million)      |
| 8. | Capital Cost   | PC-I Cost (approved) | Actual Expenditure |
|    |  |                      |                    |

9. Physical Targets and Achievements

| S. No. | As Contained in the PC-I | Actual Achievement |
|--------|--------------------------|--------------------|
|        |                          |                    |

10. Impact after Completion of the Project

11. Employment generated

- i) During execution
- ii) After completion

12. Issues Faced during Implementation

13. Lessons learned

Prepared by:

Signature

Name &  
Designation

**SDGs ACHIEVEMENT PROGRAMME**  
**MONTHLY PROGRESS REPORT FOR THE MONTH \_\_\_\_\_**

Province: \_\_\_\_\_ Division: \_\_\_\_\_ District: \_\_\_\_\_

| Sr. No. | Name of Scheme with Exact Location | Executing Agency / Department | Sector | Admin Approval Cost | Amount Released Rs. (M) | Expenditure incurred Rs. (M) | Savings | Progress of Schemes |                 |                   |
|---------|------------------------------------|-------------------------------|--------|---------------------|-------------------------|------------------------------|---------|---------------------|-----------------|-------------------|
|         |                                    |                               |        |                     |                         |                              |         | Start Date          | Completion Date | Status Percentage |
| 1       | 2                                  | 3                             | 4      | 5                   | 6                       | 7                            | 8       | 9                   | 10              | 11                |
|         |                                    |                               |        |                     |                         |                              |         |                     |                 |                   |
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|         |                                    |                               |        |                     |                         |                              |         |                     |                 |                   |
|         |                                    |                               |        |                     |                         |                              |         |                     |                 |                   |

(Note: The executing agency will email this monthly updated progress report to Cabinet Division at [sdgsreports@gmail.com](mailto:sdgsreports@gmail.com) by 5<sup>th</sup> of each month)

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Signature

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