

TASKS SHEET FOR ESTABLISHMENT OF FOREIGN AIDED PROJECTS

Task	Sub Task	Activities	Responsibility for Execution	Planned Start Date	Planned End Date	Duration	Actual Start Date	Actual End Date	Delay	Reasons for Delay	Corrective Measures	Progress & Update
1	Identification of Project											
	1.1	Need Identification	<ul style="list-style-type: none"> AD / EA 									
	1.2	Preparation of Project Proposal	<ul style="list-style-type: none"> AD / EA Donor Agency 									
2	Approval of Concept Paper											
	2.1	Preparation of Concept Paper	<ul style="list-style-type: none"> AD / EA Donor Agency 									
	2.2	Submission of concept paper in P&D Board	<ul style="list-style-type: none"> AD / EA 									
	2.3	Pre-PDWP Meeting	<ul style="list-style-type: none"> P&D Board 									
	2.4	Clearance from PDWP	<ul style="list-style-type: none"> P&D Board 									
	2.5	Submission of Concept Paper to Planning Commission	<ul style="list-style-type: none"> AD / EA P&D Board 									
	2.6	Approval from Concept Clearance Committee	<ul style="list-style-type: none"> Planning Commission AD / EA P&D Board 									
3	Approval of Punjab Government for obtaining Loan (Parallel with the Approval of Concept Paper)											
	3.1	Summary for Chief Minister	<ul style="list-style-type: none"> AD / EA 									
	3.2	Summary for Cabinet Committee on Development & Finance	<ul style="list-style-type: none"> AD / EA 									
4	Formal Request for Financing from Donor through EAD		<ul style="list-style-type: none"> AD / EA P&D Board 									
5	Scoping Mission / Identification Mission		<ul style="list-style-type: none"> Donor Agency 									
6	Approval of PC-II for Feasibility Study											

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19		Legal Opinion from Law Department	<ul style="list-style-type: none"> • Law Department • AD / EA 									
20		Loan Effectiveness	<ul style="list-style-type: none"> • Donor Agency • EAD 									
21	Establishment of PMU											
	21.1	Completion of HR Recruitment	<ul style="list-style-type: none"> • AD / EA 									
	21.2	Establishment of Logistics	<ul style="list-style-type: none"> • AD / EA 									
	21.3	Completion of Procurement	<ul style="list-style-type: none"> • AD / EA 									
22	Opening of Assignment Account											
	22.1	Request For Opening Of Assignment Account To Finance Department	<ul style="list-style-type: none"> • AD / EA • Finance Department 									
	22.2	Issuance of Advice by Finance Department to AG Office	<ul style="list-style-type: none"> • AD / EA • Finance Department • AG Punjab 									
	22.3	Issuance of Advice by Account General to Treasury Officer / District Accounts Officer	<ul style="list-style-type: none"> • AD / EA • AG Punjab 									
	22.4	Issuance of Advice by Treasury office to National Bank of Pakistan	<ul style="list-style-type: none"> • AD / EA • Treasury Office 									
	22.5	Request to State Bank of Pakistan by National Bank of Pakistan	<ul style="list-style-type: none"> • AD / EA • State Bank of Pakistan • National Bank of Pakistan 									
	22.6	Opening of Account	<ul style="list-style-type: none"> • National Bank of Pakistan • AD / EA 									
23	Implementation / Operating Stage											

