



To

1. Senior Member, Board of Revenue, Punjab.
2. Additional Chief Secretary, South Punjab.
3. All Administrative Secretaries to Government of the Punjab.
4. Provincial Police Officer / Inspector General of Police, Punjab.
5. The Registrar, Lahore High Court, Lahore.
6. Secretary, Provincial Assembly, Assembly Chambers, Lahore.
7. All Divisional Commissioners in the Punjab.
8. All Deputy Commissioner in the Punjab.

Subject: **UPWARD REVISION OF DEVELOPMENT PROJECTS**

I am directed to refer to the subject noted above.

2. It has been observed that the development schemes particularly pertaining to Road, WATSAN, PHED and LG&CD sector(s) are being revised multiple times contrary to guidelines issued by P&D Board from time to time. Similar, requests are also pouring in P&D Board for seeking permission regarding up-ward revision (to incorporate additional scope) over and above the indicated cost reflected in the ADP. Since these proposals are not prepared in consonance with the P&D guidelines and are devoid of essential data / justification, P&D Board feels it difficult to take a judicious decision into the matter.

3. Foregoing in view and in order to maintain financial discipline it would be appropriate if a development project is completed within the approved timelines as well as scope to harness the benefits of public investment. However, in extreme circumstances if revision of a project is necessitated then it should be examined carefully at the level of Administrative Department and forwarded to P&D Board on **attached format** with recommendations for consideration / decision by the P&D Board. The financial implication involved and its impact on sectoral allocations must also be taken care off. In future, no proposal will be considered for revision unless it provides details on the attached format.

4. These instructions may kindly be followed in letter and spirit.

**MUSA RAZA**  
**ASSISTANT CHIEF (COORD-II)**

**Encl= As above:**  
**NO & Date Even:-**

A copy is forwarded for information and necessary action to:-

1. All Members, P&D Board with the request to please examine the subject proposal(s) submitted by the Department(s) in the light of P&D guidelines and present it before the Chairman P&D Board with recommendations for decision.
2. Director General (M&E), P&D Board.
3. All Sr. / Sector Chiefs in P&D Board.

**ASSISTANT CHIEF (COORD-II)**

**CC:**

1. PSO to the Chairman P&D Board.
2. PS to the Secretary, P&D Board.

# PROFORMA FOR UPWARD REVISION OF DEVELOPMENT PROJECTS

## Part-I

### PROJECT BRIEF

1.	Name of Scheme alongwith GS. No:	
2.	ADP Allocation	
3.	Location: (District):	
4.	Sponsoring Agency:	
5.	Executing Agency:	

## Part-II

### APPROVAL / REVISION HISTORY

(PKR. in million)

6. Approval Status	Cost	Date	Approving Fora	Remarks / Reason of Revision
Original				
1 <sup>st</sup> Revised				
2 <sup>nd</sup> Revised				
Any further Revision				

7. Year wise financial progress: (PKR. in million)

Years	Allocation	Expenditure	% age Expenditure

## Part-III

### CURRENT PROPOSAL

8. Proposed revised cost:

9.	Whether revision is required due to	Yes/No	Cost Impact
i.	Revision of MRS rates		
ii.	Increase in scope of the scheme		
iii.	Both revision in MRS rates and increase in scope of the scheme		

10.

Approved Scope	Proposed Revised scope	Increase in scope	Justification

i. Add details in quantitative / physical terms

ii. Attach site map indicating approved scope (work done/to be done) and proposed revised scope / work.

11. Future funding plan alongwith source of funding:

(PKR. in million)

Year	Allocation

12. Period of implementation: (i) approved ..... (ii) Revised.....

13. Operation & Maintenance after completion of the project .....

14. Annual income from the project after completion (if any) .....

15. Recommendations: .....

**Signature of the Administrative Secretary**