



GOVERNMENT OF KHYBER PAKHTUNKHWA FOOD SAFETY & HALAL FOOD AUTHORITY



MINUTES OF THE 12th AUTHORITY MEETING OF KHYBER PAKHTUNKHWA FOOD SAFETY AND HALAL FOOD AUTHORITY (KP FS&HFA) HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY KHYBER PAKHTUNKHWA ON March 22nd, 2021

Meeting of Khyber Pakhtunkhwa Food Safety & Halal Food Authority was held on 22nd March 2021, under the chairmanship of Additional Chief Secretary Planning & Development Department in the conference room of KP Food Safety & Halal Food Authority Head Quarter. The following members attended the meeting.

1. Additional Chief Secretary (P&D) Department, Govt. of Khyber Pakhtunkhwa (**Chairman**)
2. Director General, Khyber Pakhtunkhwa Food Safety & Halal Food Authority
- ✓3. Representative of Secretary, to Govt. of Khyber Pakhtunkhwa Public Health & Engineering Department
- ✓4. Representative of Secretary, Home Department, Govt. of Khyber Pakhtunkhwa
- ✓5. Representative of Secretary, Govt. Khyber Pakhtunkhwa, Local Government, Elections & Rural Development Department
- ✓6. Representative of Secretary, Food Department, Govt. of Khyber Pakhtunkhwa
- ✓7. Representative of Secretary, Health Department, Govt. of Khyber Pakhtunkhwa
8. Chief Health P&D Department, Govt. of Khyber Pakhtunkhwa
- ✓9. Dean Faculty of Nutritional Sciences, Agriculture University of Peshawar
- ✓10. Representative of Head of the Food Sciences Division, Nuclear Institute of Food & Agriculture (NIFA) Tarnab Peshawar
- ✓11. Representative of Secretary, to Govt. of Khyber Pakhtunkhwa Agriculture, Livestock and Dairy Development Department
12. Dean Faculty of Nutrition Sciences, The University of Agriculture Peshawar
13. Representative of Consumer Association
14. Representative of food operators
15. Representative of Farmers association

2. The meeting started with the recitation of The Holy Quran. Director General Khyber Pakhtunkhwa Food Safety and Halal Food Authority (KP FS&HFA) delivered presentation to the participants. All the members actively participated in the discussion and offered valuable comments on every agenda item. The detailed discussion and decisions on each agenda point are as below:

Agenda Item #	Description	Discussion	Decision
1.	Approval of the Minutes of the 11 th Authority Meeting	Members of the Authority board showed their concern that the minutes of 11 th Authority Meeting were not shared with them.	The chair took note of the issue and directed DG KPFS&HFA to get meeting minutes approved from the Chair and share the same with all members within seven working days after the meeting. Also, it was directed to share meeting agenda/working paper among all members at least three working days prior to the meeting.
2.	Formulation of Sub Committees on; a. Finance b. Technical c. Human Resource	The Chair expressed that such committees should have already been in place.	All the three sub committees were approved with amendment in the proposed subcommittee for Finance to the extent of changing Secretary Food with DG KP FS&HFA, with further directions that all the members of the



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			committee shall not be below BS-18 rank.
3.	Amendment in KP Food Safety & Halal Food Authority Licensing and Registration Regulations 2018 with respect to Licensing Fee Structure, Refund Policy and transfer/change of owner name in Licenses	The chair enquired that whether KPFS&HFA has discussed with other departments that if they are charging any fee from business owners or not in this regard.	The agenda item was deferred & DG KPFS&HFA was directed to carryout further working on it before presenting it again.
4.	Establishment of a Training School for Food Handlers in Peshawar	The idea was appreciated by the chair and all the members.	The Chair directed DG KPFS&HFA to work on the business model for training school along with the rationalization of staff before placing it in the next Authority meeting.
5.	Establishment of a Medical Screening laboratory in Peshawar	Establishment of Medical Screening Lab in Peshawar was discussed in detail. The chair asked Representative of Health Department that whether Health Laboratories of MTIs can afford the medical screening of food handlers during non-peak hours.	The Chair asked to check that whether medical screening lies within the mandate of KP Food Authority. If yes then it has to be worked out in detail and to be placed before the next authority meeting for approval.
6.	Maintenance and Repair of Building at Assistant Commissioner Complex Khyber Agency for District Office Khyber of KP FS&HFA	Total Estimated Cost as per C&W for the repair of Four Number of Rooms for the KP FS&HFA at the Deputy Commission Complex Khyber is Rs. 0.751 Million, with detail as under: a. Civil Work = Rs. 459,778.730/- b. Electrification = Rs. 181,765.610/- c. Water Supply = Rs. 109,941.570/-	Agenda item was approved subject to correction in calculations.
7.	KP FS&HFA Internship Program	KPFS&HFA internship program was discussed in detail. Internees will be selected on basis of annual Merit and Performance from both Public and Private Sector Universities. The internees will be hired on Monthly Stipend.	Agenda item was approved with the directions that internship policy should be in line with provincial policy of internship. Furthermore, there should be proper office for internees, their cost of travelling to be worked out and if the performance of internee is good the span of internship may be extended.




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3. The Chair further directed that meeting minutes to be approved and circulated amongst the participants within seven (07) working days. Furthermore, the working papers should be circulated at least three (03) working days prior to the meeting.
4. Authority meeting to be called after every three months and compliance status of the decisions of the last meeting be placed before the Authority in every subsequent meeting.

The meeting ended with the vote of thanks to and from the Chair.


Director General
KP Food Safety & Halal Food Authority