



7th August, 2015

Director General,
National Accountability Bureau (NAB) Karachi,
Karachi.

**Sub: Massive Corruption/ Illegal Appointments on Key Positions by NBP President and his
Accomplice in National Bank of Pakistan.**

Dear Sir,

Transparency International Pakistan has received another complaint against National Bank of Pakistan regarding 'Massive Corruption/ Illegal Appointments on key positions by NBP President and his accomplice in National Bank of Pakistan' dated 5th August, 2015 (Complaint is enclosed for your ready reference) (Annexure A).

The complaint forwarded includes the letter of State Bank of Pakistan, which also confirms that the complaint is prima facie correct.

Another complaint of SEVP in National Bank of Pakistan against the President and the Board of National Bank of Pakistan was earlier sent to NAB for inquiry in action.

Director General, NAB is requested to kindly examine the complaint, and if the allegations are found correct, take necessary action against the alleged officers involved in corrupt practices.

Transparency International Pakistan is striving for across the board application of Rule of Law, which is the only way to stop corruption.

With Regards,

Sohail Muzzafar
Chairman

1. Secretary to Prime Minister, Islamabad.
2. Chairman, NAB, Islamabad.
3. Chairman, Prime Minister's Inspection Commission, Islamabad.
4. Registrar, Supreme Court of Pakistan, Islamabad.
5. Managing Director, PPRA, Islamabad.

The Chairman,
Transparency International,
Pakistan.

DT: 5th August 2015.

Sub: Massive corruption/Illegal Appointments on key Positions by NBP President and his accomplice in National bank of Pakistan

Dear Sir,

It is no secret that there is massive corruption in state owned enterprises. These entities eat up more than half a trillion rupees of tax payers' money every year. The prevailing state of affairs can be attributed to appointment of corrupt officials by politicians having the sole purpose to rip off the national exchequer. Often corrupts can't be punished because the accused are smarter than investing officials.

Through this application it is to bring to your kind notice the massive corruption/ mismanagement and illegal appointments on key positions being done by the President, Group Chiefs and other high officials of National Bank of Pakistan, Which is Pakistan's largest public sector commercial bank. If one undertakes thorough investigation, the losses caused to NBP may be more than the quantum of loss resulting from scam in Bangladesh.

It is not just an accusation but ample evidences can be giggered out if one goes through annual accounts of NBP and audit report of the apex regulator, State Bank of Pakistan. Following points to be investigate in this regards;

- Whether it is a fact that President NBP's appointment was made on political basis as reportedly he is close relative of CM Punjab's spouse.
- You already mentioned in your speech that Bank has staff in surplus then how can the Bank hire certain individuals on exorbitant salaries, who (Mudassar H. Khan) then made further appointments and brought their six blue eyed as EVPs.
- Whether all those seven SEVPs post were lying vacant?
- What are NBP policies for paying Head Hunter company fee if the candidate is recommended by the company, what if the Bank recommends the candidate to the Head Hunter?
- Other queries include hiring of overage Cont.... AND When the Bank already has surplus staff then why the names of Mr. Afzal Jamal, Mr. A Hassan, Mr. Asim Akhtar, Mr. Umar Azeem Daudpota, Mr. Kashif Theem and Mr. Owais Asad Khan's names were recommended by the Bank to head hunter ENI, HRSI and ACE.
- How the Bank can appoint an individual in violation of Supreme Court verdict on upper limit as Mr. Azhar Ali Farooqi and Mr. Khaleeq uz Zaman are retained. Whether Masood Karim Sheikh who was convicted by Supreme Court has

been acquitted. If not then how can the bank appoint a convicted person on such key post which is contempt of court?

It is pertinent to mention that Transparency International Pakistan (TIP) has sought a reply from the president of National Bank of Pakistan (NBP) to allegations of irregularities committed in the appointment of some senior officials to the bank. This was *published in Dawn, January 23rd, 2015*

According to the reporter Mr. Irfan that in a letter written to the bank's head, Syed Ahmed Iqbal Ashraf, the anti-corruption organisation said it had received complaints about alleged illegal appointments of some executives to what it called an already over-staffed NBP and claimed that some posts had allegedly been created again and again to accommodate near and dear ones of the top officials of the management.

It said the bank had indirectly advertised posts of senior executive vice president (SEVP)/group chiefs of audit and inspection, Islamic banking, treasury management, commercial and retail banking, and chiefs of risk management and credit management, through a private firm named Sidat Hyder last year

"The NBP already has permanent officers appointed against all sanctioned posts of SVP, EVP and SEVP and the president has opened gates of fake selection method of involvement of head hunters, interviews and appointment on very high salaries when the NBP has no vacancy," the letter said.

It said the bank had made appointments not on merit but through 'clandestine' process as Masood Karim Shaikh on Rs1.4 million per month salary in May 2014 as the Group Chief of Overseas Banking and Mudassir H. Khan on a salary of Rs1.38m per month as SEVP/Group Chief.

The TI declared 'illegal' the appointment of some other officers, including Zafar Jamal A. Hassan, Asim Akhtar, Umar Azam Daudpota, Kashif Taheem, Owais Asad Khan, Azhar Ali Farooqui and Khaliquz Zaman,

Some of the officials identified have also been accused of misappropriating millions of rupees in the name of cash/achievement awards. The Federal Investigation Agency is investigating the matter. Moreover, NBP President and his top team in the bank also involved in financial crimes and to save themselves they are giving extensions and frequent renewals in contract.

As evidence I am quoting some synopsis of SBP Audit report 2011 for your ready references.

Finding No.	Synopsis of Audit	
4.1	<p data-bbox="402 342 1149 411"><u>APPOINTMENT/DEPUTATION OF MR. AAMIR WAFAI, VICE PRESIDENT, C&RBG</u></p> <p data-bbox="363 453 1149 852">i) Mr. Aamir Wafai, Vice President, Commercial & Retail Banking Group, relieved on deputation to Ministry of Information & Broadcasting on 02/11/2011 ignoring the fact that he was not fulfilling the minimum 5 years service criteria as per deputation policy. The approval was subject to ratification by Board of Directors but case has not been got ratified by the Board. Although the employee has been repatriated but in order to regularize his service during deputation period confirmation of action from Board of Directors is required. His repatriation to the bank within a month raises questions on his profile.</p> <p data-bbox="363 873 1149 1272">ii) The executive was hired in 2009 as Relationship Manager. The vacancy was published in Newspaper on April 12, 2009. As per job profile/specification minimum qualifications required for said job were CA Finalist/MBA (Finance /Banking/General) or equivalent from reputed institute/university recognized by HEC and minimum 05 years of experience in relevant field. But as per profile the qualification of the applicant is Master in Economics and he possesses only three years' experience in banking that too not in required areas, hence he was not qualify the job requirements at the time of his selection.</p> <p data-bbox="363 1293 1149 1545">iii) He has shown his experience with Habib Bank Limited May (2007 to date i.e. April 2009) Crescent Commercial Bank Limited (January 2006 and September 2006), Chimera Pvt Limited (September 2004-January 2006) and Government of Sindh Pakistan (October 1990-September 2004) but his antecedents except from HBL have not been got checked from respective employers.</p> <p data-bbox="363 1566 1149 1818">iv) The Advertisement for the vacancies was published on April 12, 2009 containing last date of receipt of applications as April 21, 2009, which violated recruitment policy clause 5.2 which states that minimum period of 30 days should be allowed for receipt of application from date of publication. But in above case only one week's period was allowed which is violation of bank's own Recruitment Policy.</p> <p data-bbox="363 1860 1149 1887">As per Recruitment Policy, appointment authority for post of</p>	

	VP is the President but in above case President's approval is not available for his selection in the personal file.	
4.2	<p align="center"><u>APPOINTMENT THROUGH FAKE EXPERIENCE CERTIFICATE & WRONG STATEMENTS</u></p> <p>Following serious discrepancies found in his appointment and subsequent documentation.</p> <p>i) His date of birth on Matriculation Certificate, CNIC and Passport is 23 March 1972, but on his Application of Employment dated 14.01.2011 and on Form of Identity dated 07.03.2011 date of birth is stated as 23.03.1974. Hence he attempted to lessen his age by 2 years. Further in his MBA marks sheet his date of birth is mentioned as 23.03.1973.</p> <p>ii) B.A. Degree reveals that he secured 311/800 marks and passed in 3rd division, but in Application for Employment he has stated "B.A. in 2nd Division with Stat, Math & Eco in 1995". Similarly he passed F. Sc. in 3rd. Division with 430/1100 marks but mentioned as 2nd Division in his application form.</p> <p>iii) He submitted experience certificate dated 29.08.2003 issued by SNK Associates Cardiff, UK which turned to be fake when sent for verification.</p> <p>iv) He failed to submit his Domicile Certificate, Character Certificate, Last Pay Certificate from HSBC Islamabad Branch (his last employer) and Employment Certificates of Dubai Islamic Bank and Standard Chartered Bank where he worked for 4-5 months each and both the Banks did not verify and return the prescribed form sent for Antecedent Verification.</p>	<p><u>Recommendations</u></p> <p>Appropriate action should be taken against the delinquents involved in this irregular appointment.</p>
4.3	<p><u>APPOINTMENT OF MR. RAZA MOHSIN QAZALBASH, EVP -</u> Review of the personal file reveals as under:</p> <p>He Joined the Bank on Jan. 06, 2011. His Certificate of Domicile no. 1058 was issued on 20.01.2011 which states address as 133-P Naseerabad Gulberg III Lahore which differs from the address he mentioned in his form of identity.</p> <p>Name of wife or husband as well as the name of children is given NIL in the domicile.</p> <p>Trade or occupation in the domicile has been mentioned as jobless.</p> <p><u>Form of Identity</u></p>	

	<p>On 06.01.2011 he submitted his Form of Identity but address given in this form differs from that given in domicile which was issued on 20.01.2011.</p> <p>His last appointment is stated as up to 31.12.2010, whereas his resignation was accepted w.e.f. from 13/12/2011 as per Faisal Bank's letter dated 05.01.2011.</p> <p>Place of birth is stated as Rawalpindi whereas domicile states as Lahore since birth.</p> <p>His weight in medical certificate is given as 98 kg (220 lbs) but in this form mentioned as 190 lbs.</p> <p>He passed B.A. in 1985 and did LLB in 1989 with a gap of 03 years in his studies.</p> <p>On 07.01.2011 he had given undertaking to submit following documents later.</p> <ol style="list-style-type: none"> 1. Attested copy of Domicile certificate 2. Attested photocopy of LLB degree. <ul style="list-style-type: none"> ☐ However he has not submitted his LLB Degree as yet. ☐ His Fitness & Proprietary form was submitted to SBP on 12.01.2011 clearance to which is not on record. ☐ Letter for Antecedents verification was sent to Head of HR Faisal Bank on 17.01.2011. On February 10, 2011 Faisal Bank informed "His final settlement case is under process at our end. Requisite information will be provided after he completes exit formalities. ☐ On 16.04.2011 the executive was given copy Faysal Bank letter with the request to complete the exit formality with Faisal Bank which is still un-responded and clearance from Faysal Bank is not received. ☐ The vacancy was not internally advertised to examine the availability from the existing employees as stated in 15.1 & 15.2 of HR Manual. ☐ Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
<p>4.4</p>	<p><u>APPOINTMENT OF MR. ZAHEER BAIG, EVP - DATE OF JOINING: 27.06.2011</u></p> <p>While reviewing personal file of said executive following points have been observed.</p> <ol style="list-style-type: none"> i) Executive Requisition Form not on record which is prerequisite and to be approved by worthy President. ii) The vacancy was not internally advertised to examine the availability from the existing employees in violation of clauses 15.1 & 15.2 (page 10) of HR Manual. iii) Antecedent verification report letter sent on 26.06.2011 and reminder on 15.09.2011 to Wi-tribe Pak Ltd, Zong CM Pak Ltd. not yet received/verified.

Recommendations

Hiring without proper homework and evaluation of the requirements is detrimental to Bank's interest. All the deficiencies in the documents should be completed immediately.

	<ul style="list-style-type: none"> iv) SSC & B.Sc. 3rd division certificate/degree not yet got verified. v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record. vi) Office Car's cost and one time club membership subscription paid for contractual employees by the bank and its impact not included in other benefits. vii) The executive joined the bank on 27.06.2011 and after remaining unutilized for 2-1/2 months on 12.09.2011 he has been given assignment vide circular letter # HRM&AG/PAW/2011/16116 dated 12.09.2011, which later augmented through letter # HRM&AG/PAW/2011/1102 of 02.12.2011. viii) There is wide gap between the Job Description/Responsibilities enumerated for the vacancy issued to head-hunter and a basis for negotiation of salary package and those assigned to him vide above referred letters. 	
4.5	Two different copies of Organogram of the Group have been provided, none of which is approved by the competent authority.	

REVISION OF RECRUITMENT POLICY - Bank's Recruitment Policy was approved in 2010 by Board of Directors in its meeting held on 28.10.2000. Thereafter amendments were approved by Board of directors which although attached with the document but not incorporated properly. Strategic importance of the policy calls for periodical revision and updation.

The Policy about its circulation states "Issue of the Policy to the relevant quarter" however no record of circulation is available with the Group.

Policy states that recruitment to the executive cadres should normally be restricted to specialized cadres; criteria for which may be approved by the President in each case. However no further definition of the term "specialized" is available. Further it states that the President will approve or disapprove the requisitions raised by the inducting Group for recruitment for further processing by HRM&AG. It was noted that in many cases the requisitions were not approved by the President.

□□ Head Hunters' role and responsibilities in hiring is neither clearly stipulated nor his TOR duties and scope. When NBP

refers the cases to them what they do, otherwise how they proceed.

MAINTENANCE OF PERSONAL FILES OF CONTRACTUAL EMPLOYEES - During review of personal files of the contractual executives hired by HRM &AG during audit period on sample basis, we have reviewed personal files of EVPs & SVPs only and found following shortcomings:-

A) MRS. TAZEEN FASIHUDDIN KHAN, SVP HIRED ON 03.02.2011

- i) Executive requisition form not approved by the President.
- ii) Antecedent verification letter dated 04.02.2011, 11.04.2011 sent to the State Life Insurance and in reply through letter # P&GS dated 21.04.2011 they regretted stating that they have checked all the available record but no evidence has been found so far that she had served state life. Again on producing her experience certificate dated 01.05.1990, the letter for verification sent on 04.05.2011 to the employer and repeated reminders on 11.04.2011 2nd reminder on 13.06.2011 no response yet received after verification.
- iii) Antecedent verification letter dated 24.03.2011 to Equity Exchange & Trust and 1st reminder sent on 09.04.2011, 2nd reminder sent on 23.05.2011 and no verification report yet received and further no steps taken for its verification.
- iv) No letter written to ANZ Grindlys Pakistan for verification on Antecedent since her joining the organization.
- v) Passport size photograph not obtained.
- vi) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- vii) Verification B.A. Degree & HSSC.
- viii) Candidate assessment report from Head Hunter is undated.
- ix) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
- x) Antecedent Verification from SLIC & Equity Exchange & trust.

B) MR. KASHIF AZIZ, SVP HIRED ON 01.10.2011

- i) Executive requisition form not approved by the President
 - ii) Appointment letter accepted on 19.08.2011 and joined on 01.10.2011 whereas the letter was valid for one month. Relaxation in joining period not obtained from competent authority.
 - iii) NOC from the last employer not obtained.
 - iv) As per candidate screening checklist the present salary is given as Rs.600,000/= + Benefits and as per salary slip gross salary is Rs.500,000/=.
 - v) AS (Associate of Science & BS (ICS) not verified.
 - vi) Attested Copy of domicile not obtained.
 - vii) Character Certificate from any gazetted officer not
- C) MR. KHALIQ-UZ-ZAMAN, SVP HIRED ON 24.12.2011

- i) The Assets Recovery Group sent the requisition form to HRM&A Group for hiring of Coordinator External Agency without mentioning age group in the requisition form.
- ii) The age of executive is above 60 years as he has been retired from FIA as Deputy Director (BPS-18) on 06.07.2010 and violating own policy hired for three years contract instead of hiring on one year. Employment beyond the age of 62 years has to be referred to Ministry of Finance.
- iii) Minimum qualification mentioned by the above group was "Master with Law Graduate or equivalent from HEC" in Requisition Form submitted by SEVP/Group Chief, ARG whereas his qualification is only "B. Sc" 3rd Division.
- iv) The salary offered by NBP to the said executive also appears to be on high side as compared to that of his last employer which is evident from the following table:

Salary & Allowances
Salary Drawn from Last Employer
Salary proposed & given by NBP
Variation

Basic Salary/House Rent Allowance / Utility Allowance/Other Allowances

53,950/=

225,000/=
317%

- v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record not on record.
- vi) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.

D) MR. YASIR ISHAQUE ANSARI, SVP HIRED ON 03.12.2010

- i) Executive requisition form not approved by the Worthy President
- ii) Appointed as SVP/IT Wing on 03.12.2010 and transferred to RDC, Islamabad vide letter # PAW/HRM/T/P/2012/09-243 dated 04.01.2012 without any requirement/reason.
- iii) Appointment letter found accepted on 03.12.2010 and letter # HRM&AG/MED /2010/1165 dated 02.12.2010 sent to BMO prior to acceptance of appointment letter.
- iv) Character Certificate from any gazetted officer not obtained.
- v) Verification report of BSC (Computer Science) not found.
- vi) Job Objective not defined
- vii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- viii) Application form not properly filled and some important columns left blank.
- ix) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.

E) MR. MUHAMMAD ALI, SVP HIRED ON 01.01.2010

- i) Executive requisition form not approved by the President
- ii) SSC & HSSC testimonials not verified.
- iii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record..
- iv) Application form not properly filled and some important columns left blank.
- v) Candidate assessment report from Head Hunter is undated.
- vi) NOC from last employer not found.
- vii) Office Car cost and one time club membership

subscription entitlement / benefit and its impact not included in other benefits.

F) MR. SYED ARSLAN SADIQ, SVP HIRED ON 01.03.2011

- i) Executive requisition form not approved by the President
 - ii) Verification report of ACA & HSSC not obtained.
 - iii) Antecedent verification from Jhang group of companies not found.
 - iv) Character Certificate from any gazetted officer not obtained.
 - v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
 - vi) Passport Size photograph not obtained.
 - vii) Candidate assessment report from Head Hunter is undated.
 - viii) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
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G) MR. MUHAMMAD YOUSAF SODAGUR, SVP HIRED ON 01.12.2010

- i) Verification report of MBA Degree not found
 - ii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
 - iii) Antecedent verification from UBL, HBL not on record.
 - iv) Candidate assessment report from Head Hunter is undated.
 - v) NOC from last employer not on record.
 - vi) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
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H) MR. AMIR SHAHZAD, SVP HIRED ON 22.11.2010

- i) Character Certificate from any gazetted officer not obtained.
- ii) Verification report of BS from Arizona State University not received.
- iii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- iv) Application form not properly filled and some

important columns left blank.

- v) Candidate assessment report from Head Hunter is undated.
 - vi) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
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I) MR. WAJAHAT MALIK, SVP HIRED ON 19.09.2011

- i) Appointment letter found accepted on 18.08.211 and joined the bank after lapse of considerable period on 19.09.2011. Relaxation for date of joining from competent authority not available.
- ii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- iii) Candidate assessment report from Head Hunter is undated.
- iv) Antecedent verification form Saudi Pak Commercial Bank Ltd, APIIT, Winson Pvt Ltd not found.
- v) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.

J) MR. IMRAN JAFFERY, SVP HIRED ON 20.09.2011

- i) Appointment letter found accepted on 22.08.2011 and joined the bank after lapse of considerable period on 03.10.2011. Relaxation for date of joining from competent authority not available.
- ii) Salary from last employer mentioned in Head Hunter report is Rs.200, 000/= and mentioned in the application is Rs.395, 000/=.
- iii) NOC from last employer not available.
- iv) Passport size photograph not obtained.
- v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- vi) Candidate assessment report from Head Hunter is undated.
- vii) Proposed salary sheet not found.
- viii) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.

K) MR. KHURRAM KHAWAJA, SVP HIRED ON 10.01.2011

- i) Verification BA Degree, HSSC & SSC not found.
- ii) Confidential report from ex-employer not found.
- iii) Experience certificate of previous employer not

attached.

- iv) Passport size photograph not obtained
- v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- vi) Candidate assessment report from Head Hunter is undated.
- vii) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.

L) MR. BABAR BAIG, SVP HIRED ON 30.03.2011

- i) As per interview assessment/approved sheet and Head Hunter reported emoluments for Rs.500,000 and as per e-mail dated 12.04.2011 to Mr. Khurshid Ahmad from last employer which states that his temporary voluntary salary was Rs.275,000 and keeping in view the market worth appointment letter for Rs.500,000 was issued. Treating the salary which h the executive never received as a base for negotiation of the emoluments is misleading and not acceptable. Evaluation of the worth of the executive is the job of NBP's selection committee and not of the previous employer. As such the salary offered to the executive by NBP is based on a misleading information and need to be reconfirmed by the committee after taking into account this particular aspect.
- ii) SSC, HSSC and BA Degree not verified.
- iii) Letter to HH companies not available in record file.
- iv) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- v) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
- vi) Additional duties PSO to President assigned.

M) MR. PERVAIZ RAHIM, SVP HIRED ON 04.11.2010

- i) Interview Board assessment sheet not approved by the President.
- ii) Form of Identity not attested.
- iii) Antecedent verification report from Al-Moudi Exchange Company.
- iv) B.Sc. Degree verified not yet arranged.
- v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- vi) Office Car cost and one time club membership subscription entitlement / benefit and its impact not

included in other benefits.

N) MR. ZIA AHMAD JAN, SVP HIRED ON 01.02.2011

- i) Executive requisition form not approved by the worthy President.
- ii) In antecedent verification report from PC Karachi "Rated below Average" in Punctuality and Attendance.
- iii) Form of Identity not attested.
- iv) SSC, HSSC, B.Sc. & MA (Mass Communication), MBA (Preston University) not verified.
- v) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
- vi) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.

O) MR. SARDAR AZMAT BABAR CHAUHAN, SVP HIRED ON 07.12.2011

- i) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
 - ii) Candidate assessment report from Head Hunter is undated.
 - iii) Proposed salary sheet not executed.
 - iv) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
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P) MR. SAEED HABIB, SVP HIRED ON 05.05.2011

- i) HSSC & BA Degree verified not yet arranged.
 - ii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record.
 - iii) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits.
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Q) MR. MUHAMMAD SIDDIQUE, EVP HIRED ON 01.04.2010

- i) Office car cost and one time club membership subscription entitlement/benefits and its impacts not included in other benefits.
- ii) Impact of Car facility and club membership subscription not added in sheet meant for proposed salary, allowances and Fringe Benefits.

- iii) Copy of post Graduate MSC from university of Wales Cardiff, UK, neither obtained nor got verified.
 - iv) Clearance of SBP after appointing the Executive from SBP, as required Prudential Regulation G-1, Under Heading "Fit and Proper Test" not Obtained.
 - v) Police Verification Report as required by SPM Chapter 1 para 2 is not on record.
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R) MR. ASAD ULLAH SALEEM, SVP, HIRED ON 21/03/2011

- i) Application Form for employment not on record
- ii) Passport size photograph not on record
- iii) Form of Identity not got attested
- iv) Requisition of Group not on record and not advertised
- v) BSC degree from Punjab University, is not got verified
- vi) MA degree from University of Peshawar, is not got verified
- vii) Impact of Car facility and club membership subscription not added in sheet meant for proposed salary, allowances and Fringe Benefits
- viii) Police Verification Report as required by SPM Chapter 1 para 2 is not on record.

S) MR. TAHIR HUSSAIN SVP, HIRED ON 09/08/2011

- i) Antecedents from Prudential Investment Bank Limited not got verified
 - ii) Verification of Antecedents from Banque Indosuez neither taken up nor on record
 - iii) B.Com degree of Karachi University, is not got verified
 - iv) Impact of Car facility and club membership subscription not added in sheet meant for proposed salary, allowances and Fringe Benefits
 - v) Police Verification Report as required by SPM Chapter-1, para-2 is not on record.
 - vi) Salary from last employer Prudential Investment Bank June-2010 was Rs.250,000/= whereas in application form mentioned as Rs.300,000/=.
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T) MR. AMIR ABBASI SVP, HIRING DATE 24/02/2011, CHIEF PUBLIC RELATION OFFICER

- i) Executive/officer requisition Form not signed by the Group chief, HRM & AG.

- ii) Passport size photograph not on record
 - iii) Impact of Car facility and club membership subscription not added in sheet meant for proposed salary, allowances and Fringe Benefits
 - iv) Police Verification Report as required by SPM Chapter-1, para-2 is not on record.
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U) FAROOQ HASSAN SVP, HIRED ON 05/09/2011

- i) MBA degree from university of Karachi, is not got verified
- ii) B.Com degree from Punjab University is not got verified.
- iii) Impact of Car facility and club membership subscription not added in sheet meant for proposed salary, allowances and Fringe Benefits
- iv) Police Verification Report as required by SPM Chapter-1, para-2 is not on record.
- v) Higher Secondary Certificate, Federal Board of intermediate and secondary, education Islamabad is not got verified.
- vi) School certificate from university of Cambridge is not verified.

Hiring Process Documents Not Available - Personnel files of following executives were reviewed

- a) Mr. Tahir Hussain, SVP hired on 09.08.2011.
 - b) Mr. Asad Ullah Saleem, SVP hired on 21.03.2011
 - c) Mr. Shahid Iqbal Qureshi, SVP hired on 07.03.2011
 - d) Mr. Khaliq-Uz-Zaman Khan, SVP hired on 24.12.2010
 - e) Mr. Mirza Babar Baig, SVP hired on 30.03.2011
- Following important hiring process documents were not available their files.
- i) Executive Requisition Form not on record. It is prerequisite and to be approved by President.
 - ii) The vacancies were not internally advertised to examine the availability from the existing employees as stated on 15.1 & 15.2 (page 10) of HR Manual in all the 24 cases of EVPs and SVPs reviewed by us.
 - iii) Police verification report (SPM Revised-2008 Chapter-I para-2) not on record in all the 24 cases of EVPs and SVPs reviewed by us. .
 - iv) Office Car cost and one time club membership subscription entitlement / benefit and its impact not included in other benefits in all the 24 cases of EVPs and

SVPs

MR. MUHAMMAD AMIN QAZI, SVP HIRED ON 15.02.2008 -

While reviewing the file of said executive it is observed that his contract was expired on 14.02.2011 and copy of renewed contract was not available in the record file. Moreover, his HSSC & SSC certificates were not got verified from the concerned board.

APPOINTMENT OF MUSADDAQUE HAMID, SVP

The executive was hired for one year contract dated 15/05/2007 accepted on 21/05/2007 at monthly salary of Rs.75, 000 for one year. Before the expiry of the contract he was offered renewal w.e.f. 01/03/2008 for 2 years at Rs.82, 000 per month. On March 7, 2008 Group Chief Human Resource Management's was informed by EVP SAMG-N that the executive declined to accept the contact letter which was returned. He was also approved 1300CC car with 350 liter petrol per month which was not even demanded by the executive. The file contains a letter dated 20/04/2009, issued by Prime Minister's Secretariat that Mr. Hamid Yar Haraj MNA NA-157 has recommended the executive for 3 years contract as EVP.

On 25/02/2010 his contract was extended from 01/03/10 to 30/09/10. His contract was again renewed for 6 months from 01.10.2010 to 31.03.2011. (Only as one time activity). However the executive was not informed about any further renewals.

In March 2011, ARG, Head Office Karachi did not recommend further renewal and the contract of the executive expired on 31/03/2011. Asset Recovery Group (ARG) Lahore was advised to convey the executive accordingly and to adjust the outstanding liability. However through an office note dated 09/05/2011 the service contract was again extended for 6 months w.e.f 01/04/2011 to 30/09/2011 posting at Regional Office Central Lahore and thereafter changed to one year expiring on 31.03.2012 quoting the exigency of service. The exigency of service is by no means justified when the ARG has confirmed that his services were not required by them and he was relieved on expiry of the contract.

In this connection Group Chief, Asset Recovery Group sent his letter # 170 of 17/06/2011 to Group Chief, Human Resource Management's and Administration Group informing that Mr. Musaddaque Hamid, SVP has been relieved from the services on expiry of his contract and his relieving order has been sent to the office concerned. In presence of clear stance of the ARG and in absence of any demand from C&RBG extension of the executive's contract in presence of below satisfactory rating is highly irregular.

Further the executive was relieved by ARG Lahore on 31/03/2011 extension in his contract on May 09, 2011 for one year up to 31/03/2012 was awarded later that too at the age of above 64 years raises serious questions.

Regards

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