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Government of Pakistan
M/o Planning, Development & Special Initiatives
Pakistan Bureau of Statistics
Islamabad

Subject: **MINUTES OF THE FIRST MEETING OF CENSUS MONITORING COMMITTEE**

In pursuance of the decision in the 49th Council of Common Interest (CCI) meeting, held on 13 January 2022, Census Monitoring Committee (CMC) was constituted. CMC is mandated to oversee/monitor Census activities and to ensure an expeditious, transparent, and credible Census operations. First meeting of the CMC was Chaired by Mr. Mohammad Jahanzeb Khan, Deputy Chairman Planning Commission. It was held in the National Census Coordination Center, Pakistan Bureau of Statistics (PBS) on 10 May 2022 at 10.00 am. Chief Secretaries of Provinces/Region, relevant Provincial Secretaries, Chairman NADRA, Managing Director (MD) NTC, Secretary CCI, representatives from MO Directorate and other senior officers attended the meeting. List of participants is at **Annexure-A**.

2. Meeting started with the recitation of the Holy Quran. After a round of introduction, Dr. Naeem uz Zafar, Chief Statistician PBS presented the background and progress of the 7th Population & Housing Census 2022. He shared the decisions of 45th meeting of CCI, which approved the results of Census 2017 and decided to conduct the next Census at the soonest, using modern technologies. It was informed that Government of Pakistan (GoP) constituted Census Advisory Committee (CAC) comprising of renowned experts and demographers from all Provinces. Comprehensive Terms of Reference (ToRs) were developed to share recommendations for the next Census, ensuring transparency and adoption of best international practices. Keeping in view the UN principles, and comparative regional and global country studies, CAC held series of meetings. It devised recommendations for conduct of next Census – Digitally (using tablets), with geo-tagging of all structures for real time monitoring and provision of quality data with complete coverage. The recommendations included universality, de-jure method of enumeration, use of law enforcement agencies for security purposes, multi-mode data collection, conduct of pilot and post enumeration survey, effective publicity campaign for awareness and extensive training of enumerators. These were also approved by CCI in its 49th meeting held on 13 January 2022. The census questionnaire, census work plan and constitution of CMC was also signed off during the meeting.

3. The CMC meeting was convened to discuss the progress achieved and to highlight challenges faced in execution of the Census activity. Chief Statistician shared that the following activities have been carried out:

- **National Census Coordination Center** established
- Coordination with **Armed forces** initiated and **security plan discussed. Maps and other allied information provided to Army** for their arrangements. Space of Armed forces have been allocated in PBS H/Q
- PBS field staff trained and **deputed at all Census districts (487) and 37 divisions all over Pakistan, AJK & GB** for coordination
- **Nomination/appointment of field staff (enumerators & supervisors) from Provincial Governments** 99.5% completed. Under evaluation to depute appropriate staff for Digital Census
- **Training firm hired** for preparation of audio/videos, IEC material and conduct of training of master trainers at H/Q as per international standards
- **Procurement of hardware/allied accessories for establishment of Census Support Centre** and Regional Field Offices completed
- **Acquisition of high-resolution imaginary** for conduct of Digital Census from **SUPARCO** has been completed. Procurement of maps will be completed by **end of this financial year**.

- **Print/electronic media firms and social media firm** hired for publicity of the first ever **Digital Census** through PID. Media campaign design is in progress
- Consolidated summary for notification of **Chief Census Commissioner, Provincial Census Commissioners** and **Census District Officers** have been sent for approval of Cabinet

4. It was informed that the most critical task for the Digital Census is the provision of 120,000 tablets with Census software. PBS initiated consultations with NADRA & NRTC for acquisition of turnkey solution (tablets, Census software, call center with allied accessories). Both firms submitted their proposals and after detailed technical evaluation, Letter of Intent (LoI) was issued to NRTC on 24 February 2022. NRTC showed inability to provide services on 3 March 2022, which derailed the census timelines. PBS has initiated the necessary action against NRTC under the PPRA rules (2004). PBS initiated consultations with NADRA and after detailed deliberations, new timelines are being proposed. To provide Census results by February 2023, it is proposed that the pilot be conducted from 18 July – 1 August 2022 and full roll-out in October – November 2022. The timeline will be put forward for endorsement by CMC for approval of CCI.

5. Mr. Muhammad Sarwar Gondal, Member (SS/RM), PBS (also Member/ Secretary of CMC) shared the key coordination challenges with the Provinces. He elaborated on the requirements from the Provinces for a successful Census. He highlighted that support from the Provinces is required on the following:

- a. Census Support Centers need to be established at tehsil level for conduct of Digital Census. These centers will work under the Census District Officer (CDO)/AC/DC for coordination and monitoring of activities. They will also provide support to field staff regarding hardware/software along with management of complaints during field operations. These centers will be linked with National Census Coordination Center during field activities for real time progress monitoring and for necessary decisions regarding smooth operations. **In this regard necessary space with basic amenities needs to be allocated by district administration.** PBS will provide necessary IT equipment, furniture & fixture items, and internet connectivity. Appropriate funds will be provided to CDOs for smooth functioning of the support centers.
- b. Notification from Provincial Governments are required regarding the Provincial Census Coordination Committees, Divisional Census Coordination Committees and Vigilance & Coordination Committees at the district/census district level for management and coordination. In this regard compositions & ToRs have already been provided to all Provinces.
- c. PBS updated its area frame for conduct of census/surveys based on the notified boundaries by the Provincial/Local Governments. Provincial Government support is required for timely verification of hierarchy of area frame and maps by respective departments. This activity must be completed by 31 May 2022 for onward preparations for Census field operations.
- d. PBS has issued instructions to all Provinces/Regions for freezing of boundaries as on 31 March 2022. Government of Punjab (GoPunjab) has informed to use the urban/rural boundaries based on Punjab Local Government Act 2019. In this regard, GoPunjab may be asked to freeze the boundaries, as the same has been done by all other Provinces/Regions. It was also informed that since the Census work mainly depends on the support of Local Government Department, therefore, Secretary Local Governments are nominated as focal persons in all Provinces. However, notification in this regard from Punjab is still awaited.
- e. PBS appreciated the exemplary cooperation from Provinces regarding field staff deployment for field operation. Almost 100 percent list of field staff from each Census district have been received (except Islamabad and Thatta). After detailed analytics, it is found that in some instances staff is not allocated as per the criteria. The allocated field staff contains only 0.5 percent of female staff. He requested all Provincial/Regional Governments to revisit the list as per the given criteria and to include female enumerators for better coverage and quality data.

- f. Training is the most critical element for quality data collection. It is estimated that around 4000 trainers for “Training of Trainers (ToT)” at divisional level will be required. Support of Provincial/Regional Governments is required for provision of experienced, qualified and skilled trainers for credible and reliable data collection.
- g. It was informed that as per decision of the CCI, Armed forces are mandated to provide security for Census field operations. They may be requested to share the security plan along with budget estimates. As same needs to be forwarded to the Finance Division for budget allocation in Fiscal Year 2022-23.
6. The Chair appreciated the work done by PBS. He highlighted that coordinated and dedicated efforts are required to complete this national activity of supreme importance. CMC Members were asked to share their comments and feedback.

- **Mr. Abdul Aziz Uqaili, Chief Secretary Balochistan** informed that Government of Balochistan is working in close liaison with PBS and providing necessary support. He noted the requirements shared in the meeting and ensured his full support. He further added that though the revised timelines presented by PBS are challenging, it is the most feasible option for provision of data for next General Elections.
- **Dr. Shahzad Khan Bangash, Chief Secretary Khyber Pakhtunkhwa (GoKP)** appreciated the progress presented by PBS and informed that GoKP has already provided the required workforce, however all concerned will be directed to provide space for Census Support Center, space for training venues and other allied support. Regarding conduct of Census Digitally, keeping topography and connectivity issues, he proposed that a few districts from Hazara belt and newly merged districts may be included in Pilot Census for testing the census tools and systems. It was informed by PBS that Kohistan and Mansehra from Hazara Division and North Waziristan from newly merged districts have already been made part of pilot Census.
- **Ms. Musarat Jabeen, Special Secretary Local Government Punjab** informed that Chief Secretary had meeting with Chief Minister, therefore she was nominated to attend the meeting. She informed that given the importance, Government of Punjab has issued all necessary directives to Deputy Commissioners/Assistant Commissioners for strict compliance of all directions received from PBS. All necessary information including lists of staff has been provided and directives will also be issued for provision of suitable space for establishment of Census Support Centers at Tehsil level and space for training venues.
- **Mr. Shakeel Qadir Khan, Chief Secretary AJ&K** informed that all necessary support and services are being provided to PBS for successful conduct of the Digital Census. He added that all operational requirements are being fulfilled and necessary notifications will be issued. He requested that a mechanism for timely support may be designed, with timely escalation to the relevant authorities in case of impediments. The Chief Secretary added that questions may be added to collect information on AJ&K refugees living in Pakistan. This will help in policy making as per the requirements of AJ&K Constitution.
- **Mr. Mohyuddin Ahmad Wani, Chief Secretary Gilgit Baltistan (GB)** assured his full support for the successful completion of the activity. He informed that the required list of workforce and other necessary support has already been provided. Notification of the Committees and space for establishment for Census Support Centers will be issued. He raised his apprehension regarding digital data collection through tablets and their transfer due to connectivity issues, especially in rural areas of GB. PBS shared that the data collection can be done offline and data will be transferred as the enumerators reach the internet connectivity zone.
- **Mr. Irfan Nawaz Memon, Deputy Commissioner (DC) Islamabad**, appreciated the efforts made by PBS to provide reliable, credible and timely data. He informed that due to some coordination

and management issues, list of staff could not be provided. All the necessary information will be provided by next week. DC also assured full support and cooperation for conduct of the Population & Housing Census.

- **Col Muhammad Jahanzeb Iftikhar, DD (Addl), Military Operations Directorate** informed that as per decision of CCI and the approved workplan, Armed forces started their preparations for security arrangements and all corps have been sensitized. Areas have been assigned for security arrangements for Census field operations. He added that work is being done in close liaison with PBS. Maps of the country, with list of areas/blocks, for pilot Census have been shared by PBS for preparing the security plan. As per the new timelines, security plan will be shared.
- **Mr. Tariq Malik, Chairman NADRA** appreciated PBS decision to conduct Digital Census, as data is the new oil for development and a strong basis for policy and planning. He informed that PBS contacted NADRA for provision of services for acquisition of hardware and software for the national activity. He shared that NADRA is fully committed and agreed to provide the hardware and software by the revised timelines. Chairman highlighted that though timelines are challenging, NADRA will make all possible efforts to provide the required hardware by August 2022. They are planning to airlift the tablets through Pakistan Air Force and will need PBS support to make it possible. He also assured that NADRA will make arrangements for advance payments from their own resources, however he requested PBS to expedite the process for issuance of LOI to avoid any complication and delays in the process.
- **Mr. Yousaf Khan, Secretary CCI** appreciated that PBS is working diligently to achieve the tasks successfully, despite the impediment of sudden withdrawal of NRTC for providing the most critical services for the Census. He also highlighted the challenging timelines to be achieved. Secretary informed that BISP has 15000 tablets which were used for updating National Socio-Economic Registry (NSER). These can be utilized for conduct of pilot Census. Chairman NADRA also agreed with the idea and informed that NADRA is in contact with BISP. The Secretary also added that extensive training of enumerators and its evaluation is mandatory for quality data collection. Proper communication strategy may be adopted to create awareness amongst all stakeholders regarding the importance of activity, its methodology and to clear misconceptions that create controversies regarding the process. He further added that as Census work plan was approved by CCI, therefore summary regarding revised agreed timelines may be submitted to CCI as soon as possible for its approval.
- **Mr. Miraj Gul, Managing Director, National Telecommunication Corporation (NTC)**, informed that NTC is working closely with PBS for provision of data infrastructure (storage and computing facilities). He assured that all necessary arrangement for storage, computing facilities and connectivity as required by NADRA will be timely provided to meet the proposed timelines.
- **Syed Zaheer ul Islam, Secretary Local Government, Khyber Pakhtunkhwa**, emphasized that owing to importance of the task, a comprehensive plan may be devised at each level – especially related to field work, logistics, trainings and team formation.

7. The Chair thanked all esteemed members for their valued feedback. He added that Census is critical national activity and its quality, coverage and timeliness is of prime importance for policy making. Every effort must be made for its successful completion. He took note of absence of Chief Secretaries of Punjab and Sindh in the CMC meeting. The Chair directed that all Provinces/Regions may be conveyed that the members of the committee i.e. Chief Secretaries must attend the meeting regularly. In case of any other urgent meeting, their designated nominee may attend the meeting. He also highlighted the importance of training to the personnel involved in the Census process. For quality assurance, devising a third party mechanism for evaluation of training was emphasized. The Chair observed that success of Population and Housing Census depends on the efficiency, quality and dedication of the Census staff. He urged all Provinces/Regions for provision of qualified and IT literate staff for conduct of Digital Census. He also directed that comprehensive analysis of the staff w.r.t qualifications, skills, age etc. to

be presented in the next CMC meeting. Involvement of female staff was urged due to its multiple benefits. He endorsed CMC Members' view regarding development of effective communication strategy for awareness and confidence building of stakeholders. The Chair highlighted that as all stakeholders agreed with the revised timelines, which are very challenging, therefore all necessary measures may be taken without any delay. He directed PBS to submit the revised timeline for CCI approval.

Decisions:

1. Provinces may notify the Provincial Census Coordination Committee with the desired composition provided by PBS with the representative of PBS H/Q, for smooth coordination and management. The committee may include co-opted member as per requirement. The meeting of committee may be called in next fortnight.
2. Provinces may review the lists of staff, keeping in view the staff requirements of Digital Census, as soon as possible. Provinces may also provide certificates for provision of appropriate, qualified and IT savvy staff for successful field operations. Female staff may also be appointed to improve female participation and data quality.
3. CMC after detail deliberations endorsed the proposed timelines of Census 2022 under the prevailing circumstances i.e. provision of data for conduct of upcoming General Elections. It was decided that PBS may submit the Summary with revised timelines to CCI Secretariat for final approval of CCI.
4. Space for the Census Support Centers at DC/AC office may be provided at the earliest for its timely establishment and functioning. Provinces may also ensure to provide training venues (schools, colleges, universities, community halls etc.) with adequate facilities i.e. electricity, multimedia, sitting space, internet connectivity etc.
5. Training is the most critical step for quality data coverage, therefore Provinces may provide qualified, experienced staff as TOTs. Quality assurance of trainings may be assessed through third party.
6. PBS may ensure the timely issuance of LOI to NADRA and arrangement of necessary payments as per availability of budget as provision of hardware is logistically challenging task requiring efficiency and availability of funds.
7. Effective public awareness campaign through social media, print and electronic media may be initiated, immediately. Further sensitization workshops on Census processes, field operation mechanisms etc. for Provincial Government functionaries may be arranged at Provincial Headquarters at the earliest in the first phase.
8. International agencies like UNFPA may arrange international/national observers for monitoring of field work and procedures of Census.

The Chair reiterated the fact that Census is the national task of paramount importance, therefore, it is essential that all the Chief Secretaries and other key stakeholders may ensure their presence in the CMC meeting. In case of absence, an appropriate senior level officer may be designated to attend the meeting. The meeting ended with a vote of thanks to and from the Chair.

**LIST OF PARTICIPANTS OF FIRST MEETING OF CENSUS MONITORING COMMITTEE
HELD ON 10 MAY 2022**

Physical Attendance

1. Mr. Muhammad Jehanzeb Khan, Deputy chairman Planning Commission, (Chairman)
2. Dr. Naeem uz Zafar, Chief Statistician, PBS, Islamabad
3. Mr. Abdul Aziz Uqali, Chief Secretary, Balochistan
4. Mr. Yusuf Khan, Secretary CCI, Islamabad
5. Mr. Tariq Malik, Chairman NADRA, Islamabad
6. Mr. Miraj Gul, Managing Director, National Telecommunication Corporation (NTC), Islamabad
7. Mr. Muhammad Sarwar Gondal, Member (Support Services/ RM), PBS, (Member)
8. Mr. Ayazuddin, Member (Census & Surveys), PBS,
9. Dr. Amjad Javed Sandhu, Director General, PBS, Islamabad
10. Ms. Rabia Awan, Deputy Director General. PBS, Islamabad
11. Mr. Ashique Hussain shaikh, DDG PID, Islamabad
12. Col Muhammad Jahanzeb Iftikhar, DD (Addl), Military Operations Directorate, GHQ, Rawalpindi
13. Col. Aslam Hayat, 46 AD Brigade, Rawalpindi
14. Syed Zaheer ul Islam, Secretary Local Government, Khyber Pakhtunkhwa
15. Mr. Irfan Nawaz Memon, Deputy Commissioner, Islamabad
16. Dr. Syeeda Qudsia Batool, Additional Secretary LG&RD, AJ&K

Virtual Attendance

1. Dr. Shahzad Khan Bangash, Chief Secretary, KPK,
2. Mr. Shakeel Qadir Khan, Chief Secretary, Government AJ&K Muzaffarabad
3. Mr. Mohyuddin Ahmad Wani, Chief Secretary, Gilgit Baltistan
4. Babar Hayat Tarar, Senior Member, Board of Revenue, Punjab
5. Ms. Musarrat Jabeen, Special Secretary Local Government & Community Development Department, Government of the Punjab
6. Mr. Zaheer Hassan, Special Secretary Education, Punjab
7. Mr. Ishaque Ansari, DG, BOS Sindh
8. Mr. Najam Ahmad Shah, Secretary, Local Government Department, Sindh
9. Mr. Ismail Memon, Additional Secretary Administration, Education, Department Sindh,
10. Mr. Naseem ud Din Mirani, Addl. Sec. Colleges, Sindh
11. Mr. Shakeel Ahmed Abro, Additional Secretary, Member Board of Revenue, Sindh
12. Mr. Arshad Majeed, Senior Member Board of Revenue, Government of Balochistan
13. Mr. Imran Gichki, Secretary Local Government Department, Balochistan,
14. Khadim Hussain , Secretary Election Cell, Local Government Department, Balochistan
15. Mir Baaz Khan Murree, Additional Secretary Secondary Education Department, Balochistan,
16. Secretary, LG&RDD, Muzaffarabad, AJ&K
17. Maj. G. Altaf Satti, Secretary Health Department, Muzaffarabad, AJ&K
18. Syed Akhtar Hussain Rizvi, Secretary Local Government Department, Gilgit
19. Rana M. Saleem Afzal, Secretary Education, Gilgit Baltistan
