**MONTHLY PRODUCT PROGRESS REPORT – (November, 2020)**

**PART-I**

**Name and Designation of Officer: FAKEHA FAIZ, ASSISTANT DIRECTOR, TDAP, PESHAWAR**

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| **Sr. No.** | **Main Activities** | **Expected Outcome** | **Progress(Nov, 2020)** | **Way Forward(Next month)** |
| **Product (Marble, granite and other minerals)** |
| **1** | Submitted the master folder of Marble as tasked by DG (E&M)  | **For quick source of information and data related to marble and granite** | Completed and submitted in time | - |
| **2.** | Established contacts with marble Association after the elections to get the list of new members | **For future liaison with marble exporters** | Assignment given by TDAP HQs. Completed in time | - |
| **3.** | Resolved a trade inquiry related to tiles & ceramics and sanitary manufacturers of Pakistan, as directed by the TDAP Hqs. | **For matchmaking and B2B contacts of Pakistani ceramic exporters and foreign importers** | Assignment completed in time | - |
| **4.** | Submitted a report on sector specific problems of marble sector as directed by Secretary TDAP | **Understanding and analysis of marble industry related problems**  | Assignment completed in time |  |
| **5.** | Finalization of product brochure for marble as assigned by TDAP HQs | **For easy availability of data on marble for exporters**  | Assignment given by TDAP HQs. Completed in time | - |
| **6.** | Resolved a trade inquiry by Portuguese importers regarding import of Fluorspar mineral from Pakistan  | **Will help the Fluorspar exporting companies get some export contracts**  | Assignment given by TDAP HQs. Completed in time |  |
| **7.** | Resolved a trade inquiry by Malaysian importers regarding import of rock phosphate mineral from Pakistan | **Will help the rock phosphate exporting companies get some export contracts** | Assignment given by TDAP HQs. Completed in time |  |
| **8.** | Circulation of the list of African cement importers among Pakistani cement exporters for matchmaking purposes as directed by HQs | **Will help in matchmaking and increase the cement exports of Pakistan in the African region** | Assignment given by TDAP HQs. Completed in time |  |
| **9.** | Resolved a business inquiry related to import of quality ceramics products from Pakistan in Baku, Azerbaijan | **Will help the ceramics exporting companies get some export contracts** | Assignment given by TDAP HQs. Completed in time | - |
| **10.**  | Held consultative sessions with cement, petroleum & petroleum products and tiles sector stakeholders for getting their feedback regarding the proposed Pak-Afghanistan PTA | **Will provide an insight to the Ministry about the feedback of the stakeholders before proceeding for the PTA** | Assignment given by TDAP HQs. Completed in time | - |

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| **Carry over Activities(last month)** | **Reason for Non- Execution****( If any )** | **Progress(\*month of the report\*)** | **Way Forward(for \*Next month\*)** |
| **Product # 01 (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)** |
| ------None | -None | - | - |
| None | - | - | - |

**Officer’s take away for \*Month of the report\*:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Fakeha Faiz)

Assistant Director (TDAP, Peshawar)

**PART-II**

**MONTHLY ACTIVITY REPORT – (November 2020)**

**Name and Designation of Officer: Fakeha Faiz, Assistant Director, TDAP, Peshawar**

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| **1** | **WORK ASSIGNED BY TDAP, ISLAMABAD DIRECTORATE/PESHAWAR :** | **Activities Executed**The undersigned is looking after the charge of Admin, and dispensed off the daily administrative matters of the office as directed. Furthermore, the following webinars were attended:Webinar on “Exports of Construction Material to Qatar”Webinar on “Market Opportunities forHandicraft Products in the Chinese Market(Beijing). |
| **2** | **WORK ASSIGNED BY TDAP, HEADQUATERS KARACHI :** | **Activities Executed*** Submitted the master folder of Marble as tasked by DG (E&M)
* Established contacts with marble Association after the elections to get the list of new members
* Resolved a trade inquiry related to tiles & ceramics and sanitary manufacturers of Pakistan, as directed by the TDAP Hqs.
* Submitted a report on sector specific problems of marble sector as directed by Secretary TDAP
* Finalization of product brochure for marble as assigned by TDAP HQs
* Resolved a trade inquiry by Portuguese importers regarding import of Fluorspar mineral from Pakistan
* Resolved a trade inquiry by Malaysian importers regarding import of rock phosphate mineral from Pakistan
* Circulation of the list of African cement importers among Pakistani cement exporters for matchmaking purposes as directed by HQs
* Resolved a business inquiry related to import of quality ceramics products from Pakistan in Baku, Azerbaijan
* Held consultative sessions with cement, petroleum & petroleum products and tiles sector stakeholders for getting their feedback regarding the proposed Pak-Afghanistan PTA
 |
| **3** | **WORK ASSIGNED BY MOC,****ISLAMABAD :** | **Activities Executed**- |

(Fakeha Faiz)

Assistant Director

(TDAP, Peshawar)

**MONTHLY PRODUCT PROGRESS REPORT – (November -2020)**

**PART-I**

**Name and Designation of Officer: Zahid Mohammad, Assistant Director, TDAP, Peshawar**

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| **Sr. No.** | **Main Activities** | **Expected Outcome** | **Progress(Nov-2020)** | **Way Forward(Next month)** |
| **Product (Gemstones Sector of KP)** |
| 1 | Evaluated APCEA’s proposal of organizing Pakistan Gems and Mineral Show (21st Edition) and submitted a detailed report to the Directorate General, TDAP, Islamabad TDAP. | PGMS is organized as an annual feature to exploit the untapped potential of the sector in the best public interest.  | Report submitted to TDAP, Islamabad | ­- |

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| **Carry over Activities(last month)** | **Reason for Non- Execution****( If any )** | **Progress(\*month of the report\*)** | **Way Forward(for \*Next month\*)** |
| **Product # 01 (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)** |
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**Officer’s take away for \*Month of the report\*:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( Zahid Mohammad )

Assistant Director

TDAP, Peshawar

**MONTHLY ACTIVITY REPORT – (November -2020)**

**PART-II**

**Name and Designation of Officer: Zahid Muhammad, Assistant Director**

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| **1** | **WORK ASSIGNED BY TDAP, ISLAMABAD DIRECTORATE/ PESHAWAR :** | **Activities Executed*** Meeting with APCEA regarding 21st Gems & minerals Show at Islamabad.
* Meeting at TDAP, Peshawar office with Mr. Muhammad Fawad Arash, Afghanistan Commercial Attaché, Peshawar.
* Competed the course of action of relocation of FTI from TDAP to KP-TEVTA.
* Cleared Salaries, Rent and Utilities of FTI till October, 2020.
* Arranged meeting with Model Custom Collaborate regarding “Centralized Office/ Residential Accommodation for Custom Officers to be posted at Angoor Adda, Kharlachi and Ghulam Khan”.
* Processed Salaries of GGIP, Staff.
* Process registration case of M/s Afnan Jewellers, Bannu.
* Routine matters in the capacity as DDO.
* Dealt routine matters of the FTI and GGIP (EDF funded projects).
* Attended Webinar “Market Opportunities for Handicraft Products in the Chinese Market (Beijing).
* Attended Webinar on “Exports of Construction Material to Qatar”.
 |
| **2** | **WORK ASSIGNED BY TDAP, HEADQUATERS KARACHI :** | **Activities Executed** |
| **3** | **WORK ASSIGNED BY MOC,****ISLAMABAD :** | **Activities Executed** |

(Zahid Muhammad)

Assistant Director

TDAP, Peshawar

**MONTHLY PRODUCT PROGRESS REPORT – (Nov 2020)**

**PART-I**

**Name and Designation of Officer: M. Amir Khan, Assistant Manager**

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| **Sr. No.** | **Main Activities** | **Expected Outcome** | **Progress(Nov, 2020)** | **Way Forward(Next month)** |
| **Product (Transport & Logistic)** |
| **1** | Prepared Comprehensive Report on Transport & Logistic | **May provide the general information to the readers, policy makers, decision makers** | * Provided comprehensive constraints in the Transport Sector of Pakistan.
* Requested the associations of the nomination for Constitution of Services Council by TDAP
* Provided inputs for the Brochure of Transport
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| **2** |  |  |  |  |

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| **Carry over Activities(last month)** | **Reason for Non- Execution****( If any )** | **Progress(\*month of the report\*)** | **Way Forward(for \*Next month\*)** |
| **Product # 01 (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)** |
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**Officer’s take away for \*Month of the report\*:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(M Amir Khan)

Assistant Manager

(TDAP, Peshawar)

**MONTHLY ACTIVITY REPORT – (Nov 2020)**

**PART-II**

**Name and Designation of Officer: M. Amir Khan, Assistant Manager**

|  |  |  |
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| **1** | **WORK ASSIGNED BY TDAP, ISLAMABAD DIRECTORATE/PESHAWAR:** | Activities Executed1. Disseminated and attended the webinars on Market opportunities for Handicraft products in the Chinese market & Exports of Construction Material to Qatar.
2. Arranged and attended meeting with Afghanistan Commercial Attaché for Pak – Afg Bilateral Trade and their issues.
3. Issued GSP and FTA to the exporters.
4. Sent report of the COO to Hqrs.
5. Facilitated Mr. Sadiq Hussain, Consultant, UNDP, regarding Marble.
 |
| **2** | **WORK ASSIGNED BY TDAP, HEADQUATERS KARACHI:** | Activities Executed1. Provided material for TDAP Broacher
2. Disseminate information regarding
3. Gulf Food, 2021.
4. Securex Expo, S.Africa, 2021.
5. Webinar on Future Export Opportunities and Future of Packaging in Europe.
6. Provided information to the Hqrs for the MoC.
7. Provided list of Honey exporters for registration of Honey Exporters of Pakistan with Saudi Food & Drug Authority
 |
| **3** | **WORK ASSIGNED BY MOC,****ISLAMABAD:** | Activities Executed |

(M Amir Khan)

Assistant Manager

(TDAP, Peshawar)

**MONTHLY PRODUCT PROGRESS REPORT – (November -2020)**

**PART-I**

**Name and Designation of Officer: Nazar jan, Assistant Director, TDAP, Peshawar**

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| **Sr. No.** | **Main Activities** | **Expected Outcome** | **Progress(Nov-2020)** | **Way Forward(Next month)** |
| **Product (Handicrafts Sector of KP)** |
| 1 | Meeting with Peshawar Technical Testing Board  | The purpose of the meeting was to build knowledge about the handicrafts as most of the institutions working under this board deal with handicrafts training.  | As per data provided by the technical boards three districts kp are rich in handicrafts sector viz Chitral, Swat and DIKhan | ­Planned to have detailed visits of all the three districts famous for handicrafts in KPK in order to build knowledge about the different products of handicrafts sector, their potential for export and hurdles or problems faced by the producers. |

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| **Carry over Activities** **(None)** | **Reason for Non- Execution****(I was on leave for my FPO exam and then got transferredto Peshawar )** | **Progress(\*month of the report\*)** | **Way Forward(for \*Next month\*)** |
| **Product # 01 (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)** |
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**Officer’s take away for \*Month of the report\*:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( Nazar jan)

Assistant Director

TDAP, Peshawar

**MONTHLY ACTIVITY REPORT – (November -2020)**

**PART-II**

**Name and Designation of Officer: Nazar Jan, Assistant Director**

|  |  |  |
| --- | --- | --- |
| **1** | **WORK ASSIGNED BY TDAP, ISLAMABAD DIRECTORATE/ PESHAWAR :** | **Activities Executed*** Attended Webinar “Market Opportunities for Handicraft Products in the Chinese Market (Beijing).
 |
| **2** | **WORK ASSIGNED BY TDAP, HEADQUATERS KARACHI :** | **Activities Executed**Wrote a detailed report named Tapping the potential of products made from cannabis assigned by AFD karachiWrote a detailed report on dates sector assigned by AFD karachi |
| **3** | **WORK ASSIGNED BY MOC,****ISLAMABAD :** | **Activities Executed** |

(Nazar jan)

Assistant Director

TDAP, Peshawar