



No. 30 /CO/ MC/ (Shujabad)
OFFICE OF THE MUNICIPAL
COMMITTEE SHUJABAD
Dated 20-10-25

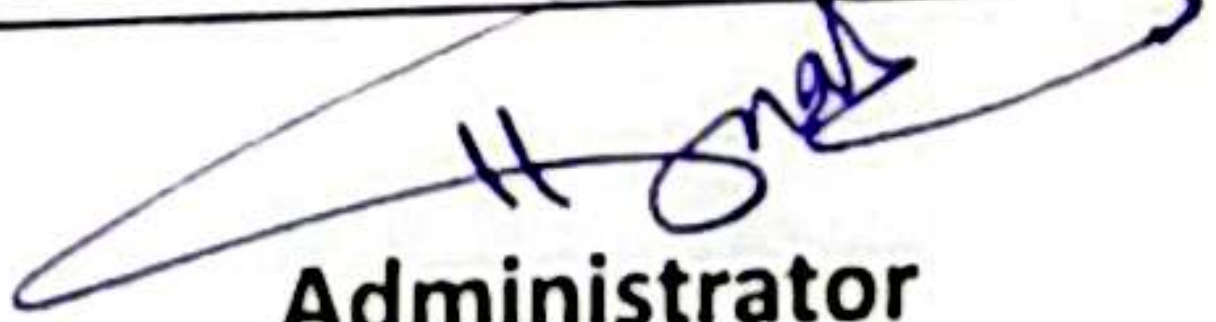
NOTIFICATION

It is hereby notified that the following officers/officials are nominated and deputed to operate and manage the PMDFC-introduced e-Governance initiatives/systems under the Punjab Inclusive Cities Program (PICP), including:

- Updating & Maintenance of the Municipal Committee's Dynamic Website
- Grievance Redress Mechanism (GRM)
- Management Information System (MIS)
- Local Government Financial Management Information System (LGFMS)
- eLGCD Dashboard

This nomination shall remain effective for the duration of the PICP, i.e., FY 2025-26 to 2029-30. The nominated officials shall perform their responsibilities diligently to ensure compliance and achievement of DLI-3: Minimum Access Conditions (MACs) & DLI-4: Performance Measures (PMs) under the World Bank-funded Program. MO (I&S) will be the Focal person of all e-governance systems.

Sr. No.	Interventions	Task to be Performed	Responsible Official (Official Name, Designation, & Contact No)
1.	MC Website	<ul style="list-style-type: none">• Maintain & update MC's website• Update All links/pages of website	Muhammad Zeeshan, Assistant, 0325-5850049
2.	Grievance Redress Mechanism (GRM)	<ul style="list-style-type: none">• Keep functional Complaint cell• Manage citizen's complaints / grievances under Grievance Redress Mechanism (GRM)/ Baldia Shikayat app• Perform all activities to achieve MACs & PMs related with the system	Muhammad Zeeshan, Assistant, 0325-5850049 Mr. Mustafa-ur-Rehman, Junior Clerk, 0303-7240764 Ms. Komal, Accountant, (Female Desk, GRM) 0331-7128449
3.	Management Information System (MIS)	<ul style="list-style-type: none">• Update data on regular basis in Management Information System (MIS) to track status of KPIs for WASH services (includes modules on WSS operations, energy consumption, financial management (including tariffs), consumer satisfaction, and asset management)• Perform all activities to achieve MACs & PMs related with the system	Muhammad Zeeshan, Assistant, 0325-5850049 Muhammad Muzammil Naseem, Assistant, 0303-7314040
4.	Local Government Financial Management Information System (LGFMS)	<ul style="list-style-type: none">• Keep functional LGFMS/eLGCD System• Update data on all modules• Perform all activities to achieve MACs & PMs related with the system	Mr. Faiz Rasool, Superintendent, 0304-7066146 Mr. Sajjad Hussain, Assistant, 0313-6829660


Administrator
MC Shujabad

CC:

1. Chief Officer, Municipal Committee, Shujabad
2. All Municipal Officers Shujabad
3. Officer/ Official Concerned