



Office of the Chief Officer  
MC Ahmad Pur East  
Email: [mcahmedpureast@gmail.com](mailto:mcahmedpureast@gmail.com)

No: MC/APE/CO/669

Dated: 30/10/2025


**NOTIFICATION**

It is hereby notified that the following 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"><li>• Maintain &amp; update MC's website</li><li>• Update All links/pages of website</li></ul>	1.Mohsin Ali, Stenographer, P/Assistant to CO 0301-7709204 2.M.Abdullah Salman, Junior Clerk 0300-6985883
2.	Grievance Redress Mechanism (GRM)	<ul style="list-style-type: none"><li>• Keep functional Complaint cell</li><li>• Manage citizen's complaints / grievances under Grievance Redress Mechanism (GRM)/ Baldia Shikayat app</li><li>• Perform all activities to achieve MACs &amp; PMs related with the system</li><li>• Attend/ resolve Gender based complaints</li></ul>	1.Mohsin Ali, Stenographer, P/Assistant to CO 0301-7709204 2.Asif Majeed, Computer operator, 03006805785 3.Ms. Tahira Khalid, Accountant, Incharge Female GRM Desk ,0301-8023924
3.	Management Information System (MIS)	<ul style="list-style-type: none"><li>• 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)</li><li>• Perform all activities to achieve MACs &amp; PMs related with the system</li></ul>	1.Malik Mehmood Iqbal, Sub Engineer 0306-6887030 2.Asif Majeed, Computer operator, 03006805785
4.	Local Government Financial Management Information System (LGFMS)	<ul style="list-style-type: none"><li>• Keep functional LGFMS/eLGCD System</li><li>• Update data on all modules</li><li>• Perform all activities to achieve MACs &amp; PMs related with the system</li></ul>	1.Tahir Nawaz, Junior Clerk, 0325-5850049

  
Chief Officer  
Municipal Committee  
Ahmed Pur East

**CC:-**

1. The Administrator, Municipal Committee, Ahmedpur East.
2. All Municipal Officers, MC Ahmedpur East.
3. Officer / Officials Concerned.