MINUTES OF THE DISTRICT STEERING COMMITTEE (DSC) MEETING

A meeting of the District Steering Committee (DSC) was held under the chairmanship of the Deputy Commissioner, Buner, on 20th October 2026 at 10:30 AM, to review the performance of health facilities, staff attendance, medicine availability, cleanliness, equipment functionality, and other administrative matters. The following issues were highlighted, and necessary directions were issued by the Chair:

Participants:

1. Deputy Commissioner in chair
2. ADC Daggar
3. AC Daggar
4. DHO Buner
5. MS DHQ(H) Daggar
6. DMO Buner.
7. District Accounts Officer
8. DPW Officer Buner

S. No.	Agenda Point	Discussion	Decision / Directions	Responsibility
1	Chronic and habitual absenteeism	Chronic and habitual absenteeism among health staff was highlighted.	The chair directed immediate action against habitual absentees in accordance with the applicable rules.	DHO Buner, MS DHQ(H) Daggar, DPW Officer Buner
2	Long-term absence of Medical Officers	Dr. Zilli Huma, Dr. Azheen Tara, Dr. Siraj U Din, and Dr. Allia were reported to have been absent for a prolonged period.	The chair directed to verify their attendance and service status and initiate necessary action under the relevant rules.	DHO Buner / MS DHQ(H) Daggar, DPW Officer
3	Substitute arrangement by Asia Batool (Dai)	It was reported that Asia Batool, Dai, had allegedly engaged a substitute for a prolonged period.	The chair directed to conduct an inquiry into the matter and take appropriate action in accordance with the rules.	DHO Buner
4	Absence of Javed (OT Staff)	Javed, OT staff, was reported to have been absent for approximately one year.	Verify the absence record of the official and initiate disciplinary proceedings as per rules.	DHO Buner
5	Long-term absence of Mian Said Naeem	Prolonged absence of Mian Said Naeem was highlighted.	Verify attendance and service records and take necessary action under the applicable rules.	DHO Buner

6	Availability of Medical Officers in all health facilities	The availability of Medical Officers in health facilities was discussed.	The chair directed that 100% availability of MOs must be ensured in all health facilities.	DHO Buner, MS DHQ(H) Daggar,
7	Low Service Delivery Level (SML) at DHQ Hospital	The SML of DHQ Hospital was reported to be low at 41.5%.	Improve the SML through immediate corrective measures and submit feedback in the next DSC meeting.	MS DHQ(H) Daggar
8	Availability of medicines at Primary Healthcare Facilities	The DMO highlighted issues regarding medicine availability at primary healthcare facilities.	Ensure adequate availability of essential medicines and regular monitoring of medicine stocks.	DHO Buner,
9	Cleanliness of health facilities	The cleanliness status of health facilities was reviewed.	The chair directed all In-charges of health facilities to ensure cleanliness performance of more than 90%.	DHO Buner, MS DHQ(H) Daggar
10	Functionality of equipment at DHQ Hospital	The functionality of hospital equipment was discussed.	Ensure 100% functionality of equipment through timely repair, maintenance, or replacement, as required.	MS DHQ(H) Daggar
11	Maximum duration of straight-shift duty	The duration of straight-shift duties was discussed.	Straight-shift duty shall not exceed 12 hours per day, subject to applicable departmental instructions.	DHO Buner, MS DHQ(H) Daggar,
12	Proper place of posting for Dr. Harindar Kumar	The issue regarding the posting of Dr. Harindar Kumar was highlighted.	Ensure provision of a proper place of posting in accordance with departmental requirements and applicable rules.	DHO Buner
13	Cancellation of General Duty arrangements	Existing General Duty arrangements were discussed.	The chair directed cancellation of General Duty arrangements as instructed, subject to applicable rules and approval of the competent authority.	DHO Buner MS DHQ(H) Daggar

14	Medicine availability at PWD health facilities	Shortcomings in the availability of medicines at PWD health facilities were highlighted.	Take immediate measures to improve the availability of essential medicines and ensure regular stock monitoring.	DPW Officer Buner

DEPUTY COMMISSIONER
BUNER

Endst. No. & Date Even.

Copy forwarded to the following for information and necessary action:

1. Commissioner, Malakand Division.
2. PSO to Chief Secretary, Khyber Pakhtunkhwa.
3. Additional Deputy Commissioner (G) Buner.
4. All ACs, & AACs, Buner.
5. All participants.

DEPUTY COMMISSIONER
BUNER