OFFICE OF THE DEPUTY COMMISSIONER NOWSHERA

92-The Mall Cantonment

0923-9220098-99, 0923-9220159

DATED: ___/10/2026

MINUTES OF THE MEETING REGARDING DISTRICT SERVICE DELIVERY INDICATORE HELD ON 13th OCTOBER, 2026 AT 03:00 PM IN OFFICE OF THE DEPUTY COMMISSIONER, NOWSHERA.

The subject meeting was held on 13th October, 2026 at 03:00 PM at Conference Hall of this office, under the chairmanship of the undersigned to review existing facilities provided by various line departments and to make available the missing facilities. List of the participants is attached.

The chair welcomed all the participants after discussions, the following directions were issued for compliance and to share progress on weekly basis with the office of the undersigned.

During the meeting the following agenda item were discussed and directions were issued for compliance as follows:

Agenda Item	Discussions / Decision	Responsibility
Special Cleanliness Drive in All Tehsils of District Nowshera	Special Cleanliness Drive shall be carried out in all tehsils of District Nowshera to ensure proper sanitation, removal of garbage, cleaning of roads and streets, and improvement of the overall cleanliness of the district and submit daily progress reports to this office. All Assistant Commissioners (ACs) and Additional Assistant Commissioners (AACs) were directed to launch the seven-day special cleanliness drive in their respective tehsils and ensure effective supervision and regular monitoring of the ongoing activities	All ACs All AACs AD LG&RDD All TMOs
Youth Empowerment Initiatives	The District Youth Officer, Nowshera, was directed to prepare and submit a comprehensive plan for engaging youth in various constructive activities across District Nowshera.	District Youth Officer, Nowshera
Sports activities across all tehsils of District Nowshera	The District Sports Officer, Nowshera, was directed to formulate and implement a plan for organizing sports activities across all tehsils of District Nowshera to promote youth engagement and encourage participation in sports. Furthermore, the District Sports Officer (DSO), Nowshera, was directed to organize a Merathon race during the coming week and arrange a large-scale sports event at the district level to promote youth engagement and encourage participation in sports across District Nowshera.	District Sports Officer, Nowshera
Organization of Free Medical and Health Awareness Sessions	The District Health Officer (DHO), Nowshera, was directed to organize free medical camps, conduct health awareness sessions, and arrange Khuli Kachehris across District Nowshera to facilitate public access to healthcare services and address public grievances.	DHO Nowshera
Student Enrollment Awareness Campaign	The ADC (F&P) and District Education Officers (Male and Female), Nowshera, were directed to launch a student enrollment awareness campaign across District Nowshera to promote school enrollment and encourage parents to enroll out-of-school children in educational institutions.	ADC (F&P) DEO Male & Female

Nowshera

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Facilities Inspection.	The Chair directed all concerned officers to conduct inspections of public facilities, including health facilities, Patwar Khanas, and schools, with particular emphasis on Service Delivery Centres (SDCs), to ensure the availability of essential facilities, efficient service delivery, and the prompt redressal of public grievances.	ADC(G) All ACs All AACs
Revenue Case Disposal System	Disposed off maximum no. of Revenue cases with specifically focus on cases pending for more than 06 months and 01 year and ensure disposal of cases must be more the fresh institution.	ADC(G) All ACs All AACs
Pakistan Citizen's Portal.	The chair directed to properly manage all the complaints as per Pakistan Citizen's Portal Manual, and further directed to resolve escalated / super escalated complaints at the earliest and to personally call the citizens to redress their grievances. Furthermore chair directed to all officers to increase citizen satisfaction level more than 60.00%.	ADC (G / F&P) All ACs / AACs All Heads of line Departments All TMOs
Khuli Kachehri	All Assistant Commissioners (ACs) were directed to hold at least one Khuli Kachehri per month in their respective tehsils to facilitate public access, address citizens' grievances, and ensure their timely redressal ADC (G), ADC (F&P) and ADC(R&HR) to hold special Khuli Kachehries for (females, minorities and disable persons).	ADC (G / F&P & R&HR) All ACs / AACs
Revene Darbar	ADC (G) ACs and AACs were directed to hold at least one Revenue Darbar per month in their respective tehsils to address revenue-related issues, facilitate the public, and ensure the timely resolution of citizens' grievances.	ADC (G) All ACs / AACs
DSD Indicators	All ADCs, ACs, and AACs were directed to review their respective DSD indicators through field visits and ensure that all indicators remain **Green**, with no indicator marked **Red**. Any identified deficiencies must be addressed promptly to ensure compliance. Furthermore, all concerned departments were directed to thoroughly review their respective DSD facilities and ensure that all indicators remain Green, with no indicator marked Red. Any deficiencies identified during the review must be addressed promptly to ensure compliance and submit report for onward submission to quarter concered.	ADC (G) All ACs / AACs DHO,Nowshera DEO Male/Female DD Livestock DD Agriculture AD LG&RDD All TMOs

Meeting ended with vote of thanks

Deputy Commissioner
Nowshera

No. 10797-10801 /PMRU-Cell/DC/PA/NSR/2026 Dated 13/10/2026

Copy forwarded to the:

1. Additional Chief Secretary (General), HRM Department KP.
2. Commissioner Peshawar Division, Peshawar.
3. Director PMRU o/o the Chief Secretary Khyber Pakhtunkhwa.
4. PSO to Chief Secretary Khyber Pakhtunkhwa.
5. All concerned for strict compliance.

Deputy Commissioner
Nowshera

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