

## TIP Summary Sheet

**Number: P601**

**Theme:** Province Training, Capacity Building and Mentoring Arrangements

**Title:** Extension of Training on Budget and Planning to Officers & Officials of TMAs in Punjab under the Budget Rules, 2003

**Client:** All 144 Tehsil Municipal Administrations in Punjab

**Cost:** Rs. 13.68 million

**Location:** The training workshops will be conducted at Lahore, Rawalpindi and Bahawalpur in the Punjab.

**Duration:** 2 months

**Expected date of commencement:** July 2006

**Objective:**

1. Improved budget making in Tehsil Municipal Administrations in Punjab
2. Improved planning of development programmes
3. Increased transparency due to proper application of Budget Rules, 2003
4. Considerable reduction, if not complete elimination, of errors in preparation of budgets in the TMAs
5. Better expenditure management
6. Effective budgetary controls
7. Accurate information about resources and expenditures

**Key Deliverables:**

1. TOT Workshop
2. TOT Report
3. Workshops for training roll out of additional officers and Officials in TMAs
4. Workshop Reports
5. Printed Copies of already developed Budget Training Manual

**Capacity Building Beneficiaries:** Officers & Officials of 144 Tehsil Municipal Administrations in Punjab

**Proposed Consultant Selection Method:**

QCBS		QBS		Direct Selection		Individual Consultant	√	PSO Implement	
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**TIP PSO Focal Person:** Deputy Director (Program) in PSO Punjab

## TIP / Terms of Reference

### A. Project Information

<b>1- Overview</b>	<p>1.1 Budgeting is an important function and responsibility of any organization. It serves as the lifeblood for all activities performed by organizations and the quality of the budget often determines the quality of outcomes. In the public sector, budget making has over the years been relegated to a mundane and routine activity that too often relies on a formulaic, precedent based approach, rather than being a dynamic managerial tool. There are huge gaps in the capacity of the staff preparing budgets and these gaps become even more glaring at the local government level.</p> <p>1.2 The responsibility of budget preparation at the Tehsil Municipal Administration level falls on the office of Tehsil Officer (Finance) at the TMA level. In order to develop a consolidated budget reflecting the plans, functions and responsibilities of all the offices in its respective jurisdictions, the Tehsil Officers (Finance) coordinate with the group of offices in the TMA. The skill level of the budget making teams—particularly at the lower level—in the offices of the Finance &amp; Planning at the TMA tier is very poor as most are not trained in finance and budget preparation. Other offices whose own budgets ultimately form part of the consolidated budget also lack capacity to formulate budget of their own departments.</p> <p>1.3 The Budget Rules, 2003 for local governments have been notified by provincial government in 2003. This will bring a major change in budget making of the local governments. With the existing capacity of the budget &amp; planning offices, local governments are finding it difficult to follow the new rules in letter and spirit.</p>
	<p>1.4 Cognizant of this capacity gap, the Provincial Program Steering Committee, DSP approved Technical Investment Proposals for imparting Budget Training to the officers/officials of DGs and TMAs in AWP 2003-04 Part –II.</p> <p>1.5 When the roll out of training was taking place in the districts it was found that there is a need to train more people on Budget Rules 2003. It was also found that though the focus of that training had been on TMO, TO (Finance), TO (Planning) and the staff of their offices, some important people involved in budget making had been ignored, therefore, the need for this TIP arose.</p>
<b>2- Objective, Outcomes &amp; key</b>	<p>The following <b>objectives</b> are likely to be achieved with the implementation of this TIP:</p> <ul style="list-style-type: none"><li>• Improved budget making in Tehsil Municipal Administrations in Punjab</li></ul>

<b>Deliverables</b>	<ul style="list-style-type: none"> <li>• Improved planning of development programmes</li> <li>• Increased transparency due to proper application of Budget Rules, 2003</li> <li>• Considerable reduction, if not complete elimination, of errors in preparation of budgets in the TMAs</li> <li>• Better expenditure management</li> <li>• Effective budgetary controls</li> <li>• Accurate information about the resources and expenditures</li> </ul> <p>The likely <b>outcomes</b> are :</p> <ul style="list-style-type: none"> <li>• Improved Financial Discipline in Tehsil Municipal Administrations</li> <li>• Better trained manpower in financial matters</li> <li>• Increased in openness and accountability</li> <li>• Reduction in number of audit paras</li> <li>• Less wastage of public resources</li> </ul>
	<p>The <b>key deliverables</b> are listed below:</p> <ul style="list-style-type: none"> <li>• TOT Workshop</li> <li>• TOT Report</li> <li>• Workshops for training roll out of additional Officers and Officials in TMAs</li> <li>• Workshop Reports</li> <li>• Printed copies of pre-developed Budget Training Manual</li> </ul>
	<p><b>Outcome 1:</b> Improved Financial Discipline in Tehsil Municipal Administrations</p>
	<p><b>Outcome 2:</b> Better trained manpower in financial matters</p>
	<p><b>Outcome 3:</b> Increase in openness and accountability</p>
	<p><b>Outcome 4:</b> Reduction in audit paras</p>
	<p><b>Outcome 5:</b> Reduction in wastage of public resources</p>
<b>3- Beneficiaries</b>	<p>The following officers and officials of the Tehsil Municipal Administrations in Punjab will be beneficiaries of this training:</p> <ul style="list-style-type: none"> <li>• Tehsil Officer (I&amp;S)</li> <li>• Tehsil Officer (Regulation)</li> <li>• TMA Accountant</li> </ul> <p>This makes a total of 2 officers and 1 official per TMA in the Punjab. The total number of beneficiaries comes to 432.</p>
<b>4- Implementation Methodology</b>	<p>The implementation methodology is described in the following steps:</p> <p><b>Letters to Target TMAs</b></p>

Soon after approval of the TIP, letters will be despatched to the target Tehsil Municipal Administrations for nomination of trainees.

### **Consolidation of lists and Making Logistic Arrangements**

Once the nominations are received the training schedule will be prepared in accordance with the number of nominations received. It will be ensured, as far as possible, that all officers and officials of TMAs belonging to one district are not invited on the same workshop so that the working of Tehsil is not adversely affected. The second step that will be taken at this juncture is making logistical arrangements. In line with the earlier approved TIPs the following logistical arrangements will be made:

- Venue for Workshops
- Hotel arrangement for the participants
- Meals for the participants
- Two Teas during workshops
- Stationery for use in the workshops
- Bags for carrying training material
- Printing of LG material for the participants – the following material will be distributed free of charge: PLGO, 2001, Budget Rules 2003, and Trainee's Handbook (already developed under the earlier TIP) for training under Budget Rules, 2003.
- Certificates and group photos for the participants of workshops
- Transportation from hotel to the workshop venue

The training workshops will be held at three locations in Punjab i.e. Lahore, Rawalpindi and Bahawalpur. Therefore arrangements will have to be made at all these three locations for holding training workshops. The expenditure for making the above arrangements has been budgeted in the attached cost sheet.

### **Training of Trainer's Workshop**

While the logistical arrangements are being finalized, a ten days TOT workshop will be held at Lahore. A team of two people will be used at each training: one a public finance expert and another professional trainer. Therefore, to simultaneously conduct training workshops at the three locations a set of six people will be needed. In order to ensure that six people are available for conducting training workshops at the end of the TOT, nine people i.e. 5 trainers and 4 public finance experts will be selected as individual consultants for TOT.

The TOT workshop will be conducted preferably by the

professional trainers and public finance experts who conducted similar trainings in the first phase (a team of two people – one trainer and one public finance expert will conduct TOT). However, conduct of TOT will not debar the professional trainers from competing for the positions of trainers and public finance experts for the training roll out.

***P.S. In case the trainers already used for similar trainings for DGs and TMAs are selected this step will not be carried out.***

**Roll out Workshops**

At the end of TOT, the PSO will determine, based on the performance of trainers (both trainers and public finance experts) in the TOT workshop, as to which six trainers will be used out of nine trainers completing TOT.

The likely number of workshops for the training are estimated at 18 for 432 trainees. This has been calculated based on 25 participants per workshop. In order to successfully conduct these workshops the PSO will need the following personnel support:

- One position of Provincial Project Coordinator
- Regional Project Coordinator (3 positions one at each of the three places where workshops will be held)
- The DCOs of the respective three districts will also be taken as Project Facilitators

The details of training roll-out are being given in the following pages. As already stated, the training will be rolled out simultaneously from three locations: Lahore, Rawalpindi and Bahawalpur. The TMAs planned to be covered from each location are listed at **Annex-C**.

The details of workshops to be held per location are given below:

Location	No. of Participants	No. of Workshops
Lahore	57 x 3 = 171	7 = 35 days
Rawalpindi	41 x 3 = 123	5 = 25 days
Bahawalpur	46 x 3 = 138	6 = 30 days
<b>Total</b>	<b>432</b>	<b>18</b>

***P.S. Days have been worked out on the basis of 5 days per workshop i.e. 4 days for workshop roll-out and one day for report writing etc.***

Further details are given in the time-lines at Annex-B.

<b>5- Monitoring &amp; Evaluation</b>	<p>Monitoring and Evaluation will be conducted by the M&amp;E Wing of PSO, ADTA and EEAs working with the PSO.</p> <p>Special pre and post training test formats developed by the PSO will be used for pre and post workshop testing of the trainees.</p> <p>Workshop Session logs will also be got filled from each trainee.</p>	
<b>6- Performance Indicators</b>		
	<b>Outcome 1:</b> Improved Financial Discipline	<b>Indicator:</b> Audit Reports
	<b>Outcome 2:</b> Increase in Transparency	<b>Indicator:</b> Statements of resources and expenditures available to media and general public
	<b>Outcome 3:</b> Reduction in wastage of resources	<b>Indicator:</b> Efficient utilization of resources
<b>7- Duration (months)</b>	Duration of the TIP is 2 months.	
<b>8- Institutional Arrangements</b>	The TIP will be implemented by PSO through individual consultants. In order to manage such a large training activity through individual consultants the PSO will need support of additional personnel to coordinate and manage the project.	
<b>9- TORs for experts</b>	The TORs of the individual consultants to be hired for the TIP are at Annex- A.	
<b>10- Inputs</b>	<p>The following inputs will be required for successful completion of this TIP:</p> <ul style="list-style-type: none"> <li>• PSO's logistical support to the consultants hired for the TIP.</li> <li>• Material to be used and distributed in the training to the participants free of cost.</li> <li>• Effective TOT.</li> <li>• Effective Monitoring and Evaluation.</li> <li>• Professional logistical support from Regional Coordinators and Project Facilitators.</li> <li>• Equipment to be provided by PSO.</li> </ul>	

## **Terms of Reference for Personnel**

### **Project Coordinators and Facilitators**

The need for having Project Coordinators and Facilitators arose from the fact that trainings are to be conducted by the PPSOs at locations where it does not have its presence; and to manage these trainings from Lahore will not only be impractical, but will also be very expensive; in the same way, sending someone from the PPSO for the duration of the training to the training locations is also not possible, considering the paucity of staff in the PPSO. Therefore, it was deemed appropriate to use the services of Project Coordinators and Facilitators for the purposes listed below. In case of Project Facilitators, the services of DCOs serving in the districts will be used as Resource Persons.

### **CONSULTANTS**

#### **1. Provincial Project Coordinator (PPC)**

**1.1 Position: 1**

**1.2 Duration of Engagement: 60 person days** (Details as per time-line annexed)

#### **1.3 Responsibilities:**

The Provincial Project Coordinator will have the following responsibilities:

1. Make all necessary arrangements for carrying out trainings at the three locations in the light of these TORs and the directions of PPSO, Punjab.
2. Consolidate and prepare LG / workshop wise-lists of all trainees.
3. Maintain liaison and communicate with the Provincial Government and the Local Governments on behalf of PPSO, Punjab for the subject training.
4. Ensure preparation of the schedule of workshop sessions by Regional Project Coordinators in consultation with PF Experts/Trainers, and / or PPSO, Punjab.
5. Liaise with Trainers for holding lectures/training sessions on time and without any delays.
6. Coordinate with Training Institute / Hotel's Staff to ensure that all classroom facilities (Flip Charts, Sound System etc) have been made available and are working properly.
7. Prepare and circulate training schedules to all target LGs after seeking approval from PPSO Punjab.
8. Supervise the three Regional Project Coordinators to ensure that they attend training sessions personally and ensure that the teams are imparting training at the selected locations in accordance with the laid

down methodology. Also, to conduct sample checks personally for the same purpose.

9. Make necessary logistic arrangements such as boarding and lodging and meal/tea arrangements for trainees at the selected locations.
10. Provisioning of training material and stationery to other Regional Project Coordinators for distribution to the LG trainees.
11. Supervise provision of training material and stationery to LG trainees.
12. Liaise with other Regional Project Coordinators, maintain name-wise daily attendance record of trainees and bring to the notice of PPSO Punjab the names/details of absentees.
13. Submit regular workshop reports to PPSO Punjab on the prescribed format.
14. Submit an overall end of project report to PPSO Punjab on the format approved by Monitoring /Program Wing of PPSO Punjab.
15. Assist PPSO in monitoring the training activity at all levels.
16. Ensure to incorporate necessary changes/amendments in the delivery of training on the basis of feedback received from PPSO.
17. Any other activity assigned by PPSO Punjab to complete the trainings.

#### **1.4 Requirements:**

Incumbent should have:

1. A Graduate degree holder
2. Strong leadership, team management and conflict resolution skills
3. Experience of arranging similar events in the past
4. Experience of working in the public sector
5. Good knowledge of public sector and local government system in Pakistan
6. Excellent communication skills in English, Urdu and Punjabi

## **2. Regional Project Coordinators**

### **2.1 Position: 3**

### **2.2 Duration of Engagement: 60 days Per Person** (Actual days for each consultants will be determined on the basis of number of workshops to be conducted by him/her)

### **2.3 Responsibilities:**

The Regional Project Coordinator will have the following responsibilities:

1. Consolidate and prepare LG/workshop wise-lists of all trainees.
2. Prepare Schedule of Workshop Sessions in consultation with PF Experts/Trainers.
3. Attend 10 working days Training of Trainers workshop in a satisfactory manner.
4. Liaise with Trainers for holding lectures/training sessions on time and without any delays.
5. Coordinate with Training Institute / Hotel Staff to ensure that all class facilities (Flip Charts, Sound System etc) have been made available and

- are working properly.
6. Prepare and circulate training schedules to all target LGs after seeking approval from PPSO Punjab.
  7. Supervise and manage the training teams imparting training at the selected locations to ensure that training methodology is adhered to.
  8. Make necessary logistic i.e. boarding and lodging and meal/tea arrangements for trainees at the selected locations.
  9. Provide training material and stationery to LG trainees, and maintain proper record thereof.
  10. Keep name-wise daily attendance record of trainees and bring to notice of PPSO Punjab the names/details of absentees.
  11. Submit regular workshop reports to PPSO Punjab on the prescribed format.
  12. Submit end of project report to PPSO Punjab on the format approved by Monitoring /Program Wing of PPSO Punjab.
  13. Assist PPSO in monitoring the training activity at all levels.
  14. Make necessary changes/amendments in the delivery of training on the basis of feedback received from PPSO.
  15. Any other activity assigned by PPSO Punjab to complete the trainings.

## **2.4 Requirements:**

Incumbent should have:

1. At least a Bachelors Degree holder
2. At least 5 years working experience of working in the public sector
3. Strong leadership, team management and conflict resolution skills
4. Experience on budget making or with local governments will be an added advantage

## **3. Public Finance Experts**

**3.1 Positions: 5** (for the purposes of TOT 5 PF Experts will be used, however only 3 of them who successfully complete TOT will be used for actual roll-out workshops)

**3.2 Duration of Engagement: 60 Days for Each Person** (Actual days for each consultants will be determined on the basis of number of workshops to be conducted by him/her)

## **3.3 Responsibilities:**

PF Expert is responsible for:

1. Attending 10 working days training of trainers' workshop in a satisfactory manner.
2. Conducting Roll Out Workshops of 4 days each to train officers/officials of selected TMAs using budget training module provided by PPSO Punjab.
3. Make full and effective use of all material (manual, handbook, workbooks, and visual aids) in the module.
4. Ensure that workshops are participatory.
5. Ensure that workshops are based on the philosophy of experiential

training.

6. Evaluate performance of individual participants on prescribed formats and provide any information that may be required by PPSO Punjab.
7. Adapting training modules to meet precise needs of workshop participants.
8. Any other activity assigned by PPSO Punjab to complete the trainings.

### **3.4 Qualification:**

Incumbent should have:

1. A Graduate degree, however preference will be given to Masters degree holders preferably in public finance, public administration or related social sciences.
2. At least five years of working experience for budget making at the provincial or local government level.
3. Good knowledge of public sector and local government system in Pakistan, and some knowledge of local taxation issues.
4. Excellent communication skills in English, Urdu and Punjabi.

## **4 Training Experts**

**4.1 Positions: 4** (for the purposes of TOT 4 Trainers will be used, however only 3 of them who successfully complete TOT will be used for actual roll-out workshops)

**4.2 Duration of engagement: 60 Days per Person** (Actual days for each consultants will be determined on the basis of number of workshops to be conducted by him/her)

### **4.3 Responsibilities:**

Training Expert(s) is responsible for:

1. Attending 10 working days training of trainers workshop in a satisfactory manner;
2. Assisting PF Expert in conduct of Roll Out Workshops of 4 days each for training of officers/officials of selected TMAs using budget training module provided by PPSO Punjab;
3. Adding value to effective learning by trainees through innovative and experiential approaches;
4. Assisting PF Expert in evaluating performance of individual participants on prescribed formats and providing any information that may be required by PPSO Punjab;
5. Adapting training modules to meet precise needs of workshop participants.
6. Any other activity assigned by PPSO Punjab to complete the trainings

### **4.4 Qualification:**

Incumbent should have:

1. Masters degree in social sciences or humanities.
2. At least five years working experience of conducting training workshops
3. (Preferably) Knowledge of budget making at the provincial or local government level.
4. Working knowledge of public sector and local government system in Pakistan, and some knowledge of local taxation issues.
5. Excellent communication skills in English, Urdu and Punjabi.
6. Computer skills in MS Word, Excel, Power Point etc.

#### **4.5 Reporting Arrangements**

All the Consultants and Regional Project Coordinators will report to the PPSO through the Provincial Project Coordinator.

#### **5. Master Trainers**

##### **5.1 Positions: 2**

**One Public Finance Expert and one Professional Trainer**

##### **5.2 Duration of engagement: 15 days per person**

##### **5.3 Responsibilities:**

Master Trainers will be responsible for:

1. Conducting 10 working days training of trainers workshop in a satisfactory manner;
2. Making all necessary training arrangements for conduct of TOT;
3. Using the Trainers Handbook for conduct of TOT;
4. Conducting mock training sessions to be given by the participants of TOT;
5. Adapting training modules to meet precise needs of workshop participants.
6. Evaluating the performance of trainers in TOT workshop, and making specific recommendations to the PSO Punjab on their performance.
7. Any other activity assigned by PPSO Punjab to complete the trainings

##### **5.4 Qualification:**

###### **5.4.1. Trainer**

1. Masters degree in social sciences or humanities.
2. At least five years working experience of conducting training workshops
3. (Preferably) Knowledge of budget making at the provincial or local government level.
4. Excellent communication skills in English, Urdu and Punjabi.
5. Computer skills in MS Word, Excel, Power Point etc.

#### **5.4.2 Public Finance Expert**

1. At least a Graduate Degree Holder Good knowledge of public sector and local government system in Pakistan, and some knowledge of local taxation issues.
2. Good training and Communication skills
3. At least five years experience of working in the public sector with at least one year experience in Budget making or Finance Department

***P.S. Preference will be given to those ICs who were involved in budget training on the same module in earlier TIP.***

#### **6. Reporting Arrangements**

**The master trainer will report to PPSO Punjab.**

#### **7. Resource Person**

##### **Project Facilitators**

**7.1 Positions: 3**

**7.2 Duration of engagement:**

**Lahore = 47 days**

**Rawalpindi = 37 days**

**Bahawalpur = 42 days**

***(Details as per time-line annexed)***

(Project Facilitators will be engaged before and during the training roll out)

#### **7.3 Responsibilities:**

1. Maintain liaison with PPSO Punjab at Lahore for the conduct of these trainings.
2. Maintain liaison with Provincial Project Coordinator (PPC) for trainings.
3. Facilitate PPC in discharging his duties.
4. Facilitate the working of Regional Project Coordinator in their respective locations. This will include:
  - i. Provision of necessary office support to the Regional Project Coordinator (RPC) for office work viz. facility to use computer, printer, etc.
  - ii. Provision of support to the RPC for office work such as the facility to use computer, printer, etc.
  - iii. Facilitate the RPC in ensuring that the nominated trainees attend the training as per the approved schedule prepared;

- iv. Facilitating the RPC in making logistical arrangements for the trainings, such as booking of venue, arrangement of multimedia, sound system, meals, etc;
5. An end of training report to be prepared and forwarded to PPSO indicating amongst other things the quality of trainings imparted, problems faced and suggestions / recommendations for future.
6. Any other help or assistance sought by the RPC for completing the trainings or as requested by the Provincial Program Director, PPSO, Punjab and / or the PPC.

#### **7.4 Qualification:**

*The project Facilitators will be hired using the ADBs Guidelines for use of Resource Persons for TA Loans 1937-Pak and 1938-Pak.* DCO of the district concerned will be used as Project Facilitator. In case of his absence, non-availability or lack of interest in the assignment EDO (F&P) or EDO (R) may be used for this work.

Location	TMAs to be Covered
Lahore	<p><b>District Faisalabad:</b> Chak Jhumra Town, Tandlianwala Town, Sammundri Town, Jaranwala Town, Iqbal Town, Jinnah Town, Lyallpur Town, Madina Town</p> <p><b>District Gujranwala:</b> Kamoke Town, Wazirabad Town, Nowshera Virkan Town, Aroop Town, Khiali Shah Pur Town, Mandi Pur Town, Qilah Dedar Singh Town</p> <p><b>Hafizabad:</b> Hafizabad, Pindi Bhattian</p> <p><b>Kasur:</b> Kasur, Chunian, Pattoki</p> <p><b>Lahore:</b> Ravi Town, Data Gunjbakhsh Town, Iqbal Town, Nishtar Town, Aziz Bhati Town, Shalimar Town, Gulberg Town, Samanabad Town, Wagah Town</p> <p><b>Mandi Bahauddin:</b> M.B. Din, Phalia, Malikwal</p> <p><b>Okara:</b> Okara, Depalpur, Renala Khurd</p> <p><b>Sahiwal:</b> Sahiwal, Chichawatni</p> <p><b>Sheikhupura:</b> Sheikhupura, Sharqpur, Muridke, Ferozwala</p> <p><b>Sialkot:</b> Sialkot, Pasrur, Sambrial, Daska</p> <p><b>Narowal:</b> Narowal, Shakargarh</p> <p><b>Nankana Sahib:</b> Nankana Sahib, Safdarabad, Sangla Hill, Shah Kot</p> <p><b>Sargodha:</b> Sargodha, Sillanwali, Bhalwal, Shahpur, Kot Moman, Sahiwal</p>
Rawalpindi	<p><b>Attock:</b> Hassanabdal, Attock, Fateh Jang, Hezro, Jand, Pindi Gheb</p> <p><b>Gujrat:</b> Gujrat, Kharian, Sarai Alamgir</p> <p><b>Jehlum:</b> Jehlum, Pind Dadan Khan, Dina Sohawa</p> <p><b>Khushab:</b> Khushab, Noorpur Thal</p> <p><b>Rawalpindi:</b> Kohuta Town, Murree Town, Taxila Town, Kottli Sattian Town, Rawalpindi Town, Gujjar Khan Town, Rawal Town, Kallar Sayedaan Town</p> <p><b>Chakwal:</b> Chakwal, Talagang, Kallar Kahar, Choa Saidan Shah</p> <p><b>Mianwali:</b> Mianwali, Isa Khal, Piplan</p> <p><b>Jhang:</b> Chiniot, Shorkot, Ahmad Pur Sial, Jhang</p> <p><b>T.T. Singh:</b> T.T. Singh, Gojara, Kamalia</p> <p><b>Bhakkar:</b> Bhakkar, Darya Khan, Mankera, Kallur Kot</p>
Bhakkar	<p><b>Vehari:</b> Vehari, Mailsi, Burewala</p> <p><b>Bahawalpur:</b> Bahawalpur City, Bahawalpur Saddar, Hasilpur, Khairpur Tamewali, Yazman, Ahmedpur East</p> <p><b>Khanewal:</b> Khanewal, Mian Channu, Kabirwala, Jahanian</p> <p><b>Multan:</b> Shuja Abad Town, Jalal Pur Pirwala Town, Bosan Town, Mumtazabad Town, Shah Rukn-e-Alam Town, Sher Shah Town</p> <p><b>Muzaffargarh:</b> Muzaffargarh, Alipur, Jatoi, Kot Addu</p> <p><b>Bahawalnagar:</b> Bahawalnager, Minchanabad, Fortabbas, Haroonabad, Chishtian</p> <p><b>Lodhran:</b> Lodhran, Karor Pakka, Duniapur</p> <p><b>DG Khan:</b> DG Khan, DG Khan Tribal Area, Taunsa Shareef</p>

	<b>Layyah:</b> Layyah, Karor Lal Easan, Choubara
	<b>Pakpattan:</b> Pakpattan, Arifwala
	<b>Rajanpur:</b> Rajanpur, Jampur, Rohjan
	<b>R. Y. Khan:</b> Rahim Yar Khan, Sadiqabad, Liaqatpur, Khanpur