



Sui Northern Gas Pipelines Limited

# sng

NEWSLETTER

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## CHANGE OF GUARD

Mrs. Uzma Adil Khan has been appointed as Managing Director of the Company on September 17, 2015, in place of Mr. M. Arif Hameed who resigned from the position. Mr. M. Arif Hameed expressed his confidence in the abilities of Mrs. Uzma Adil Khan to take the reins of the Company and to take it to the zenith of success.

Mrs. Uzma Adil Khan is a Chartered Accountant by profession. She is a fellow member of Institute of Chartered Accountants of Pakistan (ICAP) and Institute of Chartered Secretaries and Managers (ICSM). She joined SNGPL in year 2001 and has held various key management positions last being Chief Financial Officer. Mrs. Khan also has wide experience in Textile, Educational Sectors, Securities and Exchange Commission of Pakistan, etc.

## Editorial Board

Patron-in-Chief  
**Mrs. Uzma Adil Khan**

Chief Co-ordinator  
**Syed Jawad Naseem**

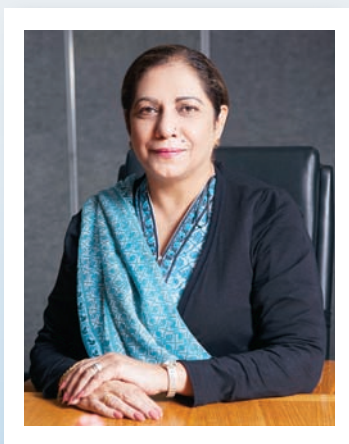
E-Team  
**Media Affairs  
Department**

**In this Issue** ► MESSAGE FROM CE. ► NATIONAL INSTITUTE OF PROCUREMENT ► AUDIT BRIEF ► GAS SALES COLLECTION



## GLIMPSES FROM MR. M. ARIF HAMEED'S FAREWELL, AT SNGPL GAS HOUSE.





## MESSAGE FROM THE CHIEF EXECUTIVE

Sui Northern Gas Pipelines Limited (SNGPL) is diligently committed to be the leading integrated natural gas provider in the region, striving to suffice the needs of the customers and achieving maximum benefit for stakeholders.

As the largest gas providers in the region, we are determined to face all challenges faced in growing, prospering and remaining sustainable. As a united body we are vigilant and conscious about the challenging times ahead. It is our foremost priority to carry out adequate measures to help our consumers through this turbulence. We, as a team in SNGPL, are engaged in candid, ongoing discussions about our concerns and there are no easy solutions. But if we work together with a sense of responsibility and precision, we think the outcome can be positive for stakeholders, consumers as well as the Company.

Our responsibility is to deliver un-interrupted gas supply to our consumers. However, the constraints on supply are beyond our control. Keeping in mind the current scenario, we advise our consumers to make efficient use of gas; as conservancy is the need of the hour.

We also look forward to the support of the authorities and the Nation as a whole to curb the menace of gas pilferage, which deprives honest consumers from getting their legitimate share.

We aim to meet any stakeholder who can help the Company to serve its consumers better and develop initiatives and ideas to build our capacity.



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## Editor's Note

SNGPL fraternity gave a jovial farewell to Mr. M. Arif Hameed as he stepped down as the Managing Director, giving way to Mrs. Uzma Adil Khan on the respected position. It was a cordial ceremony held at the Head Office. Continuous services rendered by the Ex- Managing Director will always be valued and kept in high esteem by the Management and employee body.

The month marked Eid celebrations at the arrival of Eid Ul-Azha. It was a cordial event attended by Mrs. Uzma Adil Khan, MD SNGPL and members of the senior management. It was an ideal occasion to interact with the new Managing Director. A pictorial of the same has been included in this edition.

This month's newsletter highlights the developments made in various departments including Collection, HSE, Metering, Procurement, IT, Audit and Distribution. The articles bring forth a comprehensive view of the entire working body of the Company, shedding light on the improvements and amendments made. The edition also features achievements of brilliant students of our employees who have achieved remarkable grades and reached a new milestone in life. Enjoy the read!

**Syed Jawad Naseem**  
General Manager  
(Media Affairs)

## LNG FSRU-Advantages Over Land Based LNG Terminals

FSRUs are basically LNG carriers with onboard LNG storage and Re-gasification facilities where LNG is received, stored and Re-gasified on the same floating facility. Being similar in all technical aspects to the land based terminals, development of the FSRU technology has played a vital role in changing the global LNG market dynamics during the recent past. For the fast growing emerging markets of Asia, Middle East and Asia-Pacific, they offer several advantages over the onshore LNG terminals as they can be chartered and easily moved to the demand centers. They can also be used as LNG Carriers on a limited scale if so designed. For Pakistan, FSRUs hold special attraction as they offer a fast track solution for its growing gas demand and due to its several advantages, the first terminal commissioned by EETPL at Port Qasim Karachi is FSRU based.

FSRUs are economically more attractive as compared to the land terminals of a similar size. In general, they have a lesser capital cost and offer faster return on investment. Onshore terminals require longer planning; design, construction and commissioning times with the associated higher costs while on FSRUs, all the necessary equipment is already installed and customized according to the client requirements and are ready for use after necessary testing at the Port.

FSRUs also offer flexibility in terminal capacity and gas off-take rates as a wide range of capacities from 125,000 m<sup>3</sup> upto 305,000 m<sup>3</sup> is available. They also offer minimized safety and environmental hazards being capable of permanent mooring offshore away from sensitive installations and population.



*Onshore LNG Terminal*



*LNG FSRU*



## ADVANCEMENT IN BUILDING MATERIALS

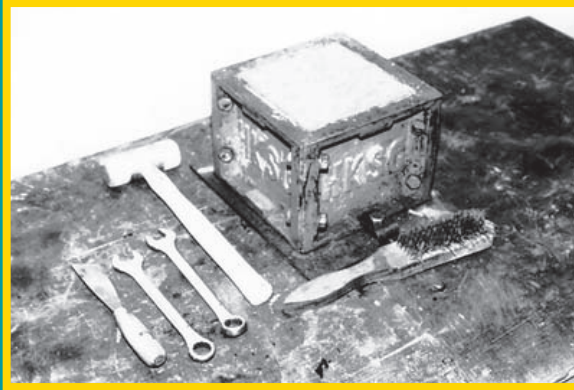
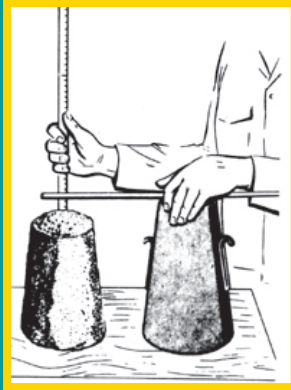


The construction industry consumes more natural resources than any other industry. With increasing public awareness of the needs and demands of sustainable development and environmental conservation, no other industry is called on as much as the country's construction and building industry to evolve their practices to satisfy the needs of our current generation, without curtailing the resources of future generations to meet theirs. For example, concrete is by far the most important building material, with billions of tons produced each year worldwide, and without which the nation's infrastructure is unthinkable. Considerable progress and advancements have been made in recent years in concrete technology, which have largely gone unnoticed by the public at large.

It is said that more progress has been made in the last 25 years than in the previous 150 years since Portland cement was invented. Modern cement composites can now be engineered to have strengths approaching those of steel, energy dissipation capacities of body armor, and durability properties that can make products last basically indefinitely, and be as decorative and aesthetically pleasing as natural stone, yet with superior mechanical properties. Fiber-reinforced composites permeated the aerospace and automotive industries decades ago and are now slowly finding their way into civil engineering structures. Smart materials, defined as those materials that can change their properties in response to external conditions, are also being introduced into civil infrastructure systems, and so are new developments in metals, with new high-strength steel alloys and non-corrosive steels that are changing engineering practice. All of these advanced materials are essential for an efficient renewal and maintenance of our infrastructure and offer exciting prospects for vibrant research areas. Yet, all of these research efforts should be guided by the overarching goal of reducing the construction industry's footprint on planet Earth.

By:  
CIVIL DEPARTMENT

# QUALITY ASSURANCE AND QUALITY CONTROL FOR A CIVIL CONSTRUCTION PROJECT



Quality Assurance and Quality Control are extremely important aspects of any construction project without which successful completion of the project is not possible. In fact, these two are integral parts of virtually any project one can think of. Proper implementation of Quality Assurance and Quality Control not only results in a sound project but also leads to more economy by means of optimization. It's hence important to realize the meaning or the definitions of the terms Quality Assurance and Quality Control in construction project.

**Quality Assurance:** Quality Assurance or QA is the process of identifying or deciding all the quality requirements for a project, identifying existing quality documents such as codes, specifications etc. that are relevant to the quality requirements of the project and making them available for use. Preparation of new project specific quality documents such as Project Quality Plan (PQP) or Quality Assurance Plan (QAP), Inspection Test Plans (ITP), Job Procedures (JP), Project Specifications etc. that would provide the necessary framework or guidelines for ensuring that the planned quality requirements (quality goals) for the project, are achieved in a systematic and timely manner.

**Quality Control:** Quality control includes all those tasks or activities performed in ground as per the quality guidelines or framework prescribed in the Quality assurance documents such as Project Quality Plan (PQP) or Quality Assurance Plan (QAP), Inspection Test Plans (ITPs), Job Procedures (JPs), Project Specifications etc. In order to ascertain that the quality targets as laid down in the QA documents are actually achieved in a systematic manner as suggested in these documents, the quality documents generated while performing these tasks are Quality Control documents.

By:  
**Rao Muhammad Waqas**  
Engineer (Civil)



## AUDIT BRIEFING REGARDING CHECKING AND VERIFICATION OF FPCs AT GUJRAT (D)

With a vision of continuous improvement and to minimize the losses of the Company, a training session regarding the checking and verification of FPCs was arranged at Gujrat (D) Regional Office under the instructions and guidance of Regional Manager, Mr. Ehsan Ullah Bhatti. In the presence of all Executives, Mr. Nadeem Shaukat, Audit Officer, Gujrat (D) told various SOPs as well as critical aspects for verification of FPC in order to root out the unjustified payment claimed by the third party. Major points discussed in the session were:

### Importance of DSR:

Daily Site Report (DRS) being the basic document, contains all the information regarding the physical work done at site for which payment has to be made. DSR should be made according to the required format covering all the details to eliminate any possible confusion and be signed by site engineer on daily basis.

### Duties of Sub Engineer:

It is the duty of a sub engineer to physically verify all the work done before signing the DSR and point out the discrepancies for necessary correction or otherwise deduction of payment.

### Duties of Site Engineer:

Site Engineer should cross check 100% re-instatement and repair work to ensure that quality of work done is satisfactory and there aren't any discrepancies. The high valued items e.g. Tar road, PCC & brick masonry should critically be checked to ensure that repair work was either carried out by the contractor or local authorities/consumer at his own.

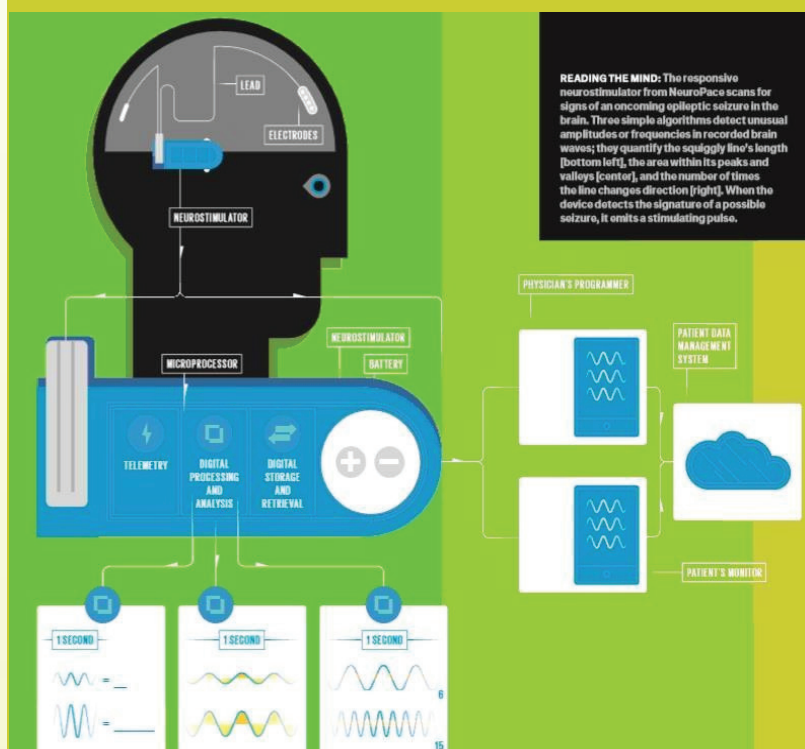
### Other Considerations:

Before signing an FPC, one should make sure that whether the quantities mentioned in DSRs are matched with quantities shown in FPC or not and also ensure that conversion formulas are properly applied before applying the rates as mentioned on work order. Any conversions of measurements if applicable should be checked.

All the participants showed great interest in the training with the aim to apply the knowledge gained.

By:  
**Hafiz Ammar Liaqat**  
Engineer (Corrosion) Gr-II  
Gujrat (D)

## Epileptic Seizure & Responsive Neuro Stimulator (RNS).



By using implanted devices that send pulses of electricity through the nervous system, physicians are learning how to influence the nervous systems that control people's bodies and minds. These devices give neurologists new ways to treat patients with a wide range of disorders, including epilepsy, chronic pain, depression, and Parkinson's disease. So far, these stimulators have been one-way devices that deliver a steady sequence of pulses to the nervous system but can't react to changes in the patient's body. Now, at last, medical device companies are coming out with dynamic neural stimulators that have a bit of "brain" themselves. These smart systems can detect changes in a physiological signal and then respond by delivering a therapy or adjusting the patient's treatment in real time.

An epileptic Seizure starts with a storm of abnormal electrical activity in the brain. In the most common adult form of the disorder, this activity begins in one or two specific brain regions and can then spread to other parts of the brain, causing disturbances in movement, sensation, mood, and mental function. During a severe seizure, a person may have convulsions and lose consciousness. It's a terrible and disruptive condition, and it's fairly common: The World Health Organization estimates that about 50 million people around the world have epilepsy. The majority of patients find their seizures can be controlled with anti epileptic drugs. For 30 to 40 percent of patients, however, these drugs don't do the job.

Neurosurgeons sometimes resort to cutting away the pieces of brain tissue where the seizures originate, but in the past decade or so they've had another alternative: They can implant neuro stimulators. These stimulators send pulses of electricity through the nervous system in an attempt to prevent the electrical storms from commencing. An "open-loop" device, which stimulates the brain but can't detect or respond to changing conditions, has been available since 1997. But the technology took a big step forward recently when NeuroPace, invented a closed-loop device for epilepsy. This responsive neurostimulator (the RNS System) both records information and delivers stimulation directly to the brain.



With the NeuroPace RNS System, the surgeon implants a slim device that houses the microprocessor and a battery into a small cavity in the skull. The device is connected to one or two leads that the surgeon carefully inserts into the brain; depending on where the seizures originate, the surgeon may place the leads on the surface of the cortex or implant them deep in the gray matter. Each lead has four electrodes that record the brain's electrical activity and also deliver the stimulating pulses.

Here's the beauty of this system: It works in the background, continuously sensing the electrical activity in the brain and delivering stimulation in response to specific patterns of activity that have been flagged by the physician. With just a few simple algorithms, doctors can configure the device to detect the electrical patterns— different in each patient—that indicate the onset of a seizure. These patterns are represented in the squiggly lines of an electrocorticogram (ECoG) and are composed of signals with unusual frequencies and amplitudes. When the device identifies one of these patterns, it triggers a stimulating pulse within tens of milliseconds. Doctors can also change the detection parameters over time if conditions change in the patient's brain.

Patients may receive thousands of stimulations per day. However, with each burst lasting only a tenth of a second or so, the total stimulation time usually adds up to just a few minutes a day. Moreover, the brain doesn't have pain receptors, so patients typically aren't aware of the stimulation. This busy device doesn't always stop the patient's seizures altogether, but the NeuroPace clinical trial showed that patients implanted with the RNS System experienced an average 38 per- cent reduction in seizures within five months. And the frequency of seizures dropped further over the ensuing years, with the majority of patients experiencing a 50 percent or greater reduction in seizures by the two-year mark.

Now that NeuroPace has figured out how to record and respond to the symptoms of one neurological disorder, the company may be able to build dynamic brain implants for others, perhaps helping people with movement disorders or mood disorders like depression.

Reference: ieee magazine Feb 2015

Tim Denison, Milton Morris & Felice Sun Posted 27 Jan 2015 | 20:00 GMT

<http://spectrum.ieee.org/biomedical/bionics/smart-neural-stimulators-listen-to-the-body>

By:  
**Jalal Khan**  
Engineer (D) Abbotabad

## Fire & Evacuation Drill Central Metering Workshop Lahore

A fire and evacuation drill is a method of practicing the evacuation plan in case of fire. It is conducted to check the emergency preparedness and to make the employees aware of steps to be taken in case of emergency.

A fire and evacuation drill was performed by Metering Department on June 12, 2015 at Central Metering Workshop. The response of the employees was observed excellent. Our fire fighting and first aid team along with the wardens worked in coordination to cope with the Emergency Response Plan (ERP).



By:

**Atif Anjum**

Executive Engineer (Metering)

### Objectives:

The main objectives of this fire drill and emergency evacuation procedure are as below:

- To provide an orderly emergency response plan for all occupants
- To ensure all exit routes, emergency staircases are not obstructed and can be used in an orderly fashion during emergencies
- To ensure fast, organized and smooth evacuation of buildings during emergencies
- To train fire drill and emergency evacuation officers to conduct their duties successfully
- To test the working conditions and effectiveness of all fire and emergency equipments for all buildings







## DENGUE – AN ALARMING MENACE

Dengue is basically a Spanish word, which is possibly derived from Dingo in the Swahili (African language phrase Ka-dinga Pepo), which means a disease that is caused by an evil spirit. The disease has also been termed "break bone" or "dandy fever" because the unusually severe muscle and joint pains can make people assume distorted body positions or exaggerated walking movements in an effort to reduce their pain.

It will be interesting to explore the history of dengue. Chinese medical encyclopedia was the first such instance to record the evidence of dengue fever during 3rd & 4th century. Dengue causing mosquito spread out of Africa in the 15th to 19th century to the other world. But most plausible early reports of Dengue Epidemic, which swept across Asia, Africa and North America, were reported in 1779 & 1780. Until 1940, epidemics were infrequent. In 1906, transmission by the Aedes mosquitoes was confirmed. During the Second World War, Dengue spread epidemically across the world causing unrest and chaos. Till now, it is the major issue of the developing and third world countries especially in Africa & Asia. Dengue has become a global threat since the Second World War and is endemic in more than 110 countries. For awareness, prevention and control of dengue, International Anti-Dengue Day is observed on 15th June every year across the world.

Like malaria, dengue is also caused by the female mosquito named Aedes aegypti. This mosquito usually lives below an elevation of 1000 meters. Humans are primary victims and Aedes usually bite during the day time particularly in the early morning and in the evening but they are able to bite and thus spread infection at any time of day all during the year. Dengue can also be transmitted via infected blood products and through organ donation. The symptoms of dengue are sudden fever, headache (especially behind the eyes) muscle and joint pain and rash.

There are no approved vaccines for the Dengue virus. The only way is prevention and awareness about eliminating the habitats of Aedes aegypti. This can be done by getting rid of open and stagnant water. Aedes aegypti requires very small quantity of water for life cycles of its eggs and larvae. Hence, any little amount of water can pave the way for reproduction of larvae. Removal of such standing water, both indoor and outdoor, is necessary for larval eradication. Large reservoirs of water such as ponds, lakes or any other source of standing water could be controlled by adding Biological Control agents such as fish etc. Awareness among public masses is the key to fully implement any dengue control program.

Dengue has caused widespread unrest in Pakistan since 1990. However, it gained intensity in 2010 causing 21,204 infections and in 2011 infecting more than 14,000 peoples and more than 300 casualties. To counter the menace of dengue epidemic, Government of Pakistan and Government of Punjab outlined a comprehensive strategy. The Government of Punjab also formed a Cabinet Committee, whose meeting is to be held regularly on fortnight basis. SNGPL is also an active participant of all meetings of this Cabinet Committee, which is chaired by Khwaja Salman Rafique (Special Advisor to CM Punjab on Health). In coordination and under proficient guidance of HSE, LS Department is effectively implementing the Cabinet Committee's decisions and monitoring the dengue management plan.

By:  
**Muhammad Asim Abbasi**  
Admin Officer (Head Office)

## DISTRIBUTED ACOUSTIC SENSING (DAS) TECHNOLOGY FOR PIPELINE SECURITY

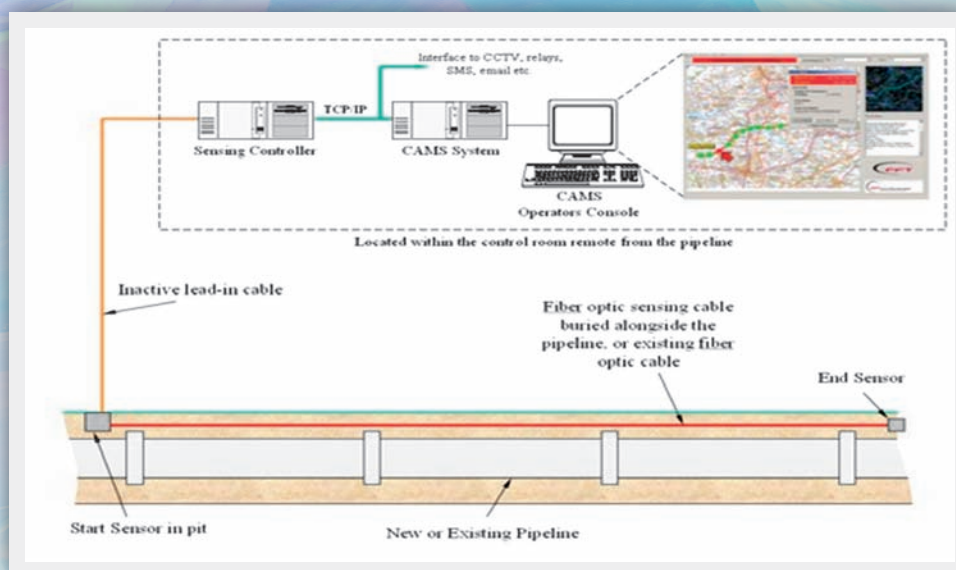
Gas pipeline security plays a pivotal role in the safe and uninterrupted transmission of gas to industries and consumers. Since the pipeline network mostly passes through remote and unpopulated areas, it makes the pipeline more vulnerable and easy target. Keeping in view the present security conditions, "Distributed Acoustic Sensing" (DAS) seems a good option.

### What Is DAS:

Distributed Acoustic Sensing (DAS) Technology is being used around the world for the security of Oil and Gas Pipeline networks. In DAS technology, fiber-optic cables are laid alongside the underground pipelines and other installed infrastructure to act as acoustic detectors. These fiber optic cables not only provide the communication link for SCADA and Telecommunication, but also, are used to detect any Pipeline breakage, leakage or attempted sabotage through monitoring the signals transmitted on these fiber optic cables. In effect the DAS acts like thousands of virtual microphones attached on the pipeline making it one of the most monitored asset. The technology is applicable to a number of sectors, but pipeline monitoring and security is our particular focus here.

### How DAS Works:

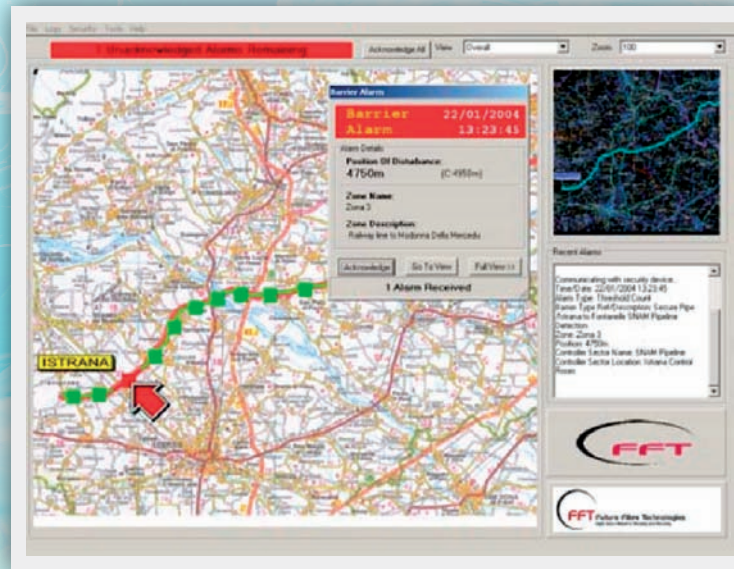
DAS is based on the detection of acoustic frequency strain signals over significant distances, and can exploit existing fiber-optic cables to do so where necessary.



The system uses regularly spaced "interrogator units" to send light pulses along the fiber and monitor the amount of light which is back-scattered or reflected. If sound waves, potentially from anything as significant as a pipeline break or as subtle as a footstep in the vicinity, alter the position of the fiber by a tiny amount, then the back-scatter signal is altered along with it and generates an alarm.

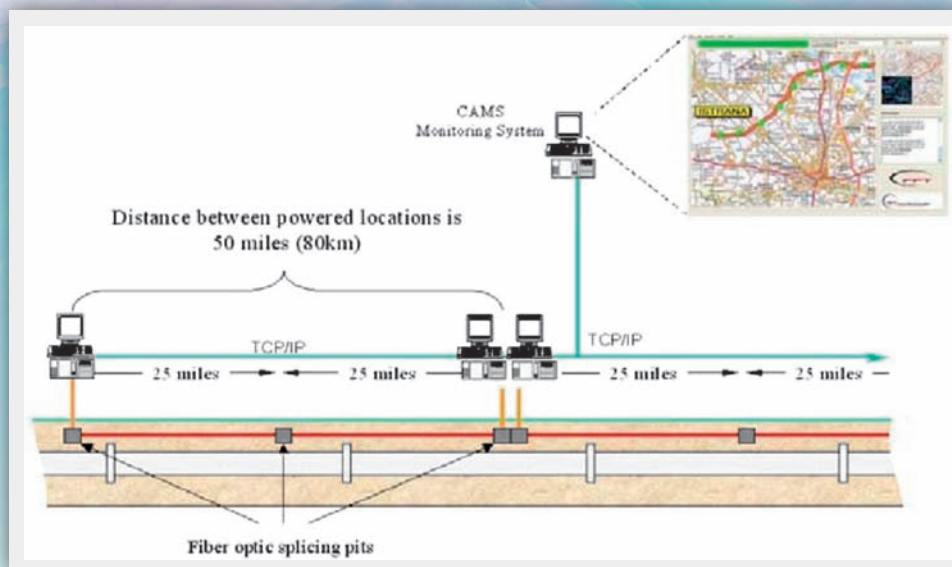


The area or zone, where alarms are triggered, is instantly displayed in control room, onto a sitemap using bright icons and events are automatically logged into a secure database. A signal can then be sent via Ethernet directly to a high level command and control system. This information can be combined with the ability to interface and activate CCTV system, lighting, MODEBUS email, plus a myriad of other external devices and systems as required.



Data about the changed signal is analyzed by a software system and presented in real time to an operator, complete with detailed location information. For pipelines longer than 25 miles, multiple controllers are networked over TCP/IP to provide seamless monitoring of the entire pipeline.

The controllers can be installed at compressor stations or block valve assemblies, where power is available. The operator interface can be located remotely from the pipeline – even in another city. A single operator (Gas Control) can monitor more than 5,000 km of infrastructure from one location.



This system is already being used successfully in many countries and seems feasible for our company also.

By:  
**Mirza Tariq Baig**  
DCE (Telecom)  
Multan (T)





On the day of joining office, Mrs. Uzma Adil Khan, MD SNGPL is being greeted by the senior management, the female employee body and members of the Union.



# INTERACTIONS



Mrs. Uzma Adil Khan, being interviewed by Mr. Shahid Sipra from C42, news channel.



Mrs. Uzma Adil Khan, MD SNGPL paid a visit to SNGTI, after taking charge



Mrs. Uzma Adil Khan, MD SNGPL, in a meeting with Mr. Arshad Mirza, Federal Secretary, Ministry of Petroleum and Natural Resources.



Mrs. Uzma Adil Khan, MD SNGPL, in a meeting with members from Gujrat Chamber of Commerce.



Eid Mubarak



EID-UL-AZHA MUBARIK







## “SAVE ENERGY, SAVE MONEY”

### “ENERGY CONSERVATION”

“Energy conservation” means to reduce the quantity of energy used for different purposes in domestic, commercial and industrial sectors in various forms. Although energy conservation reduces energy services but on other hand results in increased environmental quality, national security, personal financial security and higher savings. It is at the top of the sustainable energy hierarchy and thereby lowers energy costs by preventing existing resources depletion and save foreign exchange in terms of new projects of equal capacity. Therefore, we can say that energy conservation is the foundation of energy independence.

Individuals and organizations that are direct consumers of energy are anxious to conserve energy in order to reduce energy costs and promote economic, political and environmental sustainability. Industrial and commercial users enthusiastically interested to increase efficiency to maximize their profits through deployment of energy efficient techniques and equipments.

On a larger scale, energy conservation has become an important element of national energy policy. Generally, energy conservation not only reduces the energy consumption but also trims down energy stress per capita. This paradigm shrinks the energy costs, and reduces investment on new power plants of equal capacity as forecasted through energy conservation. By these means, we can explore and adopt flexible cost effective alternative sustainable energy resource potential comparing conventional energy resources in the country.

Whenever we talk to save energy, we not only think to save money but also reduce the impact of high cost fossil fuels as coal, oil, and natural gas which lessens burning of fossil fuels lowering the emissions of carbon dioxide (CO<sub>2</sub>) and other green house gases (GHG) i.e NO<sub>x</sub> & SO<sub>x</sub> etc. the primary contributor to global warming and other pollutants which are hazardous to living beings.

To achieve sustainable economical growth, the government has initiated various steps in shape of national energy conservation policy wing, ENERCON centre, Pak Appropriate Technology Council (PCAT), Alternate Energy Development Board (AEDB) for execution and implementation of energy saving policies for searching ways & means to reduce per capita energy consumption. In this context, an awareness campaign can be launched on national level to search market for new technologies, energy efficient devices, and other alternatives available to reduce energy demand and thus a minimum estimated saving of about 400MW can be achieved reducing prestigious foreign exchange on import of fuels.

By exercising some of the steps hereunder, we can cut our annual emissions by million of tons and energy bills by a significant amount!

### **One Watt Initiative: a Global Effort to Reduce Leaking Electricity**

“Many domestic appliances and commercial equipments consume some electric power when they are switched off or not performing their primary purpose. The typical loss per appliance is low (from 1 to 25 W) but, when multiplied by the billions of appliances in houses, commercial buildings and in industrial sectors, standby losses represent a significant fraction of total electricity use.

Several initiatives to reduce standby losses have appeared in different parts of the world. One Proposal, the 1-watt plan, seeks to harmonize these initiatives by establishing a single target for all appliances by each household.”



### **ENERGY SAVING AT HOME**

Turn down your water heater thermostat.

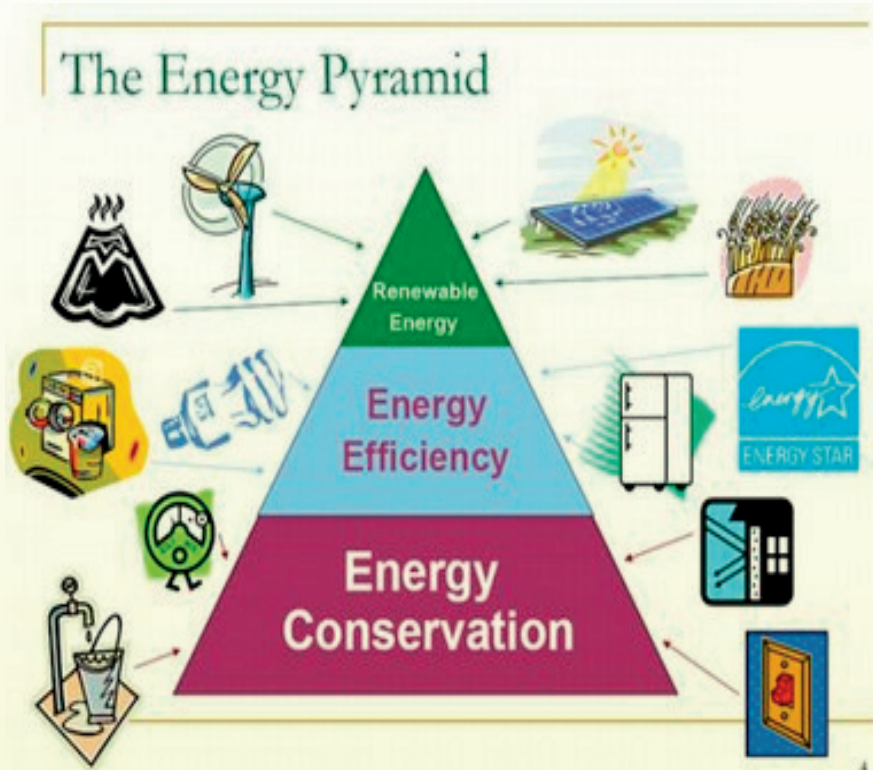
If every household turned its water heater thermostat down 20 degrees, we could prevent more than 30 million tons minimum of annual CO2 emissions as estimated.

### Refrigerant Leakage:

Avoid to throw and waste the coolant removed from cars, power plants to become source of emissions of polypropylene glycol can be hazardous for the environment, try to recover and recycle for reuse. Similarly chlorofluorocarbons (CFCs), also harmful for the environment and ozone layer, also add to global warming, so avoid leakage of CFCs during operation and maintenance, always select environment friendly newly developed refrigerants.

### Daily Life Energy Saving Tips.

- ✓ When using incandescent bulbs, use the lowest wattage possible or convenient, a lower wattage bulb can be substituted for the one currently being used.
- ✓ Light-zone your home to save electricity. Concentrate lighting to areas where needed for reading, work and safety. Reduce lighting in little used areas.
- ✓ Install lighting dimmer switches; they save energy by reducing the lighting intensity in a room.
- ✓ Use Energy Star compact fluorescent light bulbs instead of incandescent bulbs. Energy Star compact fluorescent light bulbs last longer and use up to 75 percent less energy than standard light bulbs
- ✓ Keep light bulbs dust-free. Dust on bulbs could be reducing your light output by 50%.
- ✓ Use timers, motion detectors, heat sensors or photocell controls for light fixtures where possible.
- ✓ Use satin or semi-gloss paint on your walls which reflect more light and allow to use lower watt bulbs.
- ✓ Select and install the energy efficient solar power system in domestic applications, since it is efficient than conventional UPS system which consumes more power, thus resulting in more bill.
- ✓ In multi-storey buildings, always select and install efficient HVAC systems as it consumes less energy and is available in the market. Use proper insulation on roofs to restrict cooling requirement.
- ✓ Take maximum advantage of sunlight in Home, Offices, and Industries during day light to conserve energy.
- ✓ Put your computer to sleep instead of using a screen saver.
- ✓ Laser printers, photocopiers, faxes use an incredible amount of energy, so switch to ink-jet printers.
- ✓ Get rid of your CRT monitor. CRT monitors are energy hogs. Get an LCD/LED monitor for your computer instead of CRTs.





- ✓ Don't over-cool. The ideal thermostat setting is between 25~26°C. Every degree you raise your thermostat can result in a 5% savings on the cost of cooling your home.
- ✓ Keep lamps, televisions and other heat sources away from the air conditioner thermostat. Heat from these sources may cause the air conditioner unit to run longer than it should.
- ✓ Make sure that no furniture or other obstacles are blocking ducts or fans. This will enable cooled air to circulate more freely.
- ✓ When selecting a central air conditioning unit, be sure to choose one that is sized appropriately for your home and uses the minimal amount of electricity to complete its task.
- ✓ Don't set thermostat at a colder setting than normal when turn air conditioner on. It will not cool the room any faster, but it will use more energy.
- ✓ Use a ceiling fan in conjunction with your air conditioner to spread cooled air to other rooms.
- ✓ Clean the outside air conditioner condenser coil once a year. Turn off the unit and spray the coils with water at a low pressure to remove dirt, dust, leaves and grime.
- ✓ Use duct tape or other means to seal the cracks between each section of an air duct on your central air conditioning or forced heating system.
- ✓ Close your blinds, curtains and shades during the hottest part of the day. Keep out the daytime sun with vertical louvers or awnings on the outside of your windows.
- ✓ Keep lights low or off when not needed. Electric lights generate unnecessary room heat.
- ✓ Energy Conservation Slogans and awareness campaigns may be launched through Medias.
- ✓ Select such seeds and appliances in Agriculture sector which can maximize the yield of crops by utilizing minimum water and environment effects.
- ✓ Select and install goof quality and energy efficient equipment in hospitals, industries which can provide maximum benefits in terms of energy & cost savings.



By:  
**Shahadat Ali**  
Chief Engineer  
(Comp-Fsd)



## INDUSTRIAL PRINTERS (BILL PRINTING SOLUTION) for SNGPL Bill Printing

IT/MIS prints more than 5 million bills every month. Timely bill processing and printing plays a vital role for any utility company. IT/MIS has procured new state-of-the-art printers to ensure high quality bill printing to achieve monthly timelines for existing requirement as well as to cater for future expansions. The new printers are capable of handling existing load of 5 Million impressions (Bills) every month with a projected growth of approximate 25,000 per month.



After going through a rigorous procurement procedure, IT/MIS has procured “KONICA MINOLTA BIZHUB 1250” industrial printers. These printers are designed for heavy duty printing to handle high workloads. Four printers have been installed at the Head Office and two at Regional office Islamabad for monthly bill printing.

## Features of the printers are given below:-

- **Speed and Rugged:**

New Production Printers are capable of printing round the clock and one printer can print up to 3 Millions impressions per month. On the fly consumable replacement like input paper supply, toner replacement to keeps operations going without missing a beat. Each printer can print 125 PPM (Pages Per Minutes) with optimized data processing, enhanced CPU and memory processing.

- **Air-Suction Paper Feed**

To reduce paper missing caused by chemical and powder on the sheets, an air-suction paper feed unit blows air from the sides and front, ensuring greater constancy.

- **Multi-Feed Detection Sensor:**

An ultrasonic sensor detects multi-feeding to prevent blank pages from being mixed in with the output.

- **Hybrid Decurling System:**

This reduces the curling and clinging of the paper to highly accurate paper delivery and a humidifier to prevent paper curls.

- **Paper Skew Sensor**

Paper skew can cause gaps in output, but the sensors stop output when the angle of paper becomes too skewed to prevent misaligned printing.

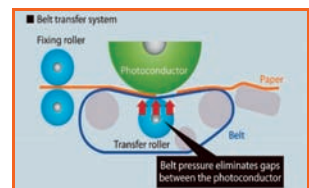
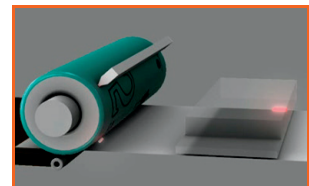
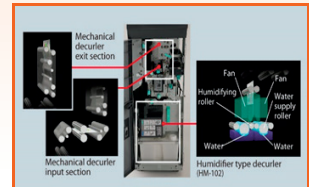
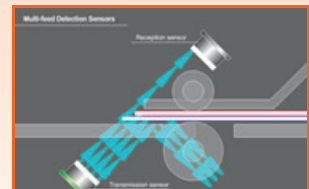
- **Belt Transfer System:**

The belt transfer system improves the quality of the transferred images and paper feeding. The paper is adhered onto the transfer belt to eliminate any gaps, ensuring that the toner is consistently fixed onto the belt without unevenness. Incidences of images being cut at the paper's edge and transfer shifts caused by nip resistance are also minimized.

- **Improved Workflow Efficiency with Job Management:**

Streamline complex output operations with flexible workflow management. Capable to view the jobs, manage multiple job queues and retain recent jobs for reprinting.

After commissioning of these industrial printers, the performance of bill printing job activities has been significantly improved. The complex bill printing operation has also been streamlined with flexible workflow management functionality. Bill printing tasks are being carried out on timely basis and performance and productivity of the staff is also improved.







## Procurement Management

# National Institute of Procurement (Controlled by PPRA): First ever Training Institute of Public procurement in Pakistan

Are you familiar with PPRA?

PPRA; Public Procurement Regulatory Authority, is a regulatory body established in 2002 under PPRA Ordinance 2002. It is responsible to regulate public procurement rules, bring standardization, uniformity in Procurement rules and procedures, transparency and cost effective Procurement in public procurement of Pakistan.

It is evident that before the establishment of the Public Procurement Regulatory Authority Pakistan, Many Federal governmental/ public sector procuring agencies had their own SOPs, procedures, Manuals which have the following issues.

- **No standardization.**
- **Out dated rules/ manuals.**
- **No uniformity in procedures.**
- **Lack of transparency.**
- **Discrimination issues.**
- **Complexity in procedures.**

Established in 2002, PPRA has eliminated the above mentioned issues to some extent wide enforcement and implementation of public procurement rules 2004 and subsequent amendments.

The enforcement and implementation of PPRA rules was a milestone in history of public procurement of Pakistan to ensure standardization, uniformity, transparency, open competition, no discrimination and value for money. However, this was not so easy. To increase awareness and understanding regarding these rules in public procurement professionals, PPRA established an institute named National Institute of Procurement (NIP) in Islamabad at PPRA Head Quarters. NIP, commenced trainings of Government Officials with the help of World Bank under the umbrella of 3 year Capacity building program in areas of Public Procurement. From the very first day, NIP has been successful in its training programs and thousands of participants from different Government / Private sectors have successfully completed their trainings in a number of training sessions on Public Procurement rules.



## Procurement Management



These training sessions were attended by officials from different departments, creating a diversified professional culture, which not only provides a platform for learning but also provides a platform to share organizational experiences encouraging improvements in procedures and execution of Public Procurement.

Recently two days Training program was held on 10-11th June at NIP Islamabad. The training program was divided into 4 sessions, each session comprised theoretical knowledge, case studies, group discussions and Presentations. There were 20 participants divided in 3 groups from different organizations such as, WAPDA, Motorway, Cantonment Board, CDA, PNSC, Parliamentary affairs and SNGPL. etc.

The training program was informative, the way of teaching of PPRA team was very effective, all the Instructors had high level of expertise in their field. Class and group discussions were very useful regarding exchange of experiences of professional from diversified backgrounds. At the end, Managing Director addressed the Participants and discussed future of public procurement in Pakistan.

The two day Training Program on public procurement rules is amongst the many initiatives in Pakistan taken by the PPRA. However, public/ private sector Universities should include study programs in which public procurement is taught as a subject or as a major discipline. This will help develop a valuable Human Resource in the area of public procurement that can be developed to drive the public procurement in Pakistan.

By:  
**Shahid Ikram**  
Officer Procurement, Gr-II



# Gas Sales Collection- The life Blood of the Treasury Department

Collection of funds from gas consumers and its reconciliation is one of the key functions of Treasury Department. The objective of this article is to make the reader familiar with Gas Sales Collection process. Gas Sales Collection Section of Treasury Department is responsible for ***“Reconciliation of funds received by various banks / post offices from gas consumers and to ensure that funds collected by the banks / post offices are transferred to SNGPL main Accounts in a timely manner”***.

As per orders of Supreme Court of Pakistan every branch of every scheduled bank and General Post Offices)/ Night Post Offices (NPOs) are now authorized to collect utility bills to facilitate the consumers. Presently more than 8,300 bank / post office branches are collecting gas charges against the bills issued to various categories of consumers situated in Punjab & Khyber Pukhtunkhwa, Federal Capital Islamabad and Azad Jammu & Kashmir.

Consumers can pay their gas bills in either of the following two ways:

- Counter Payment by visiting any branch of scheduled bank / Post Offices, or
- Electronic Channels through Debit Card, Credit Card by using ATM, Easy Paisa Shop, NADRA kiosks etc.

## 1. Counter Payments

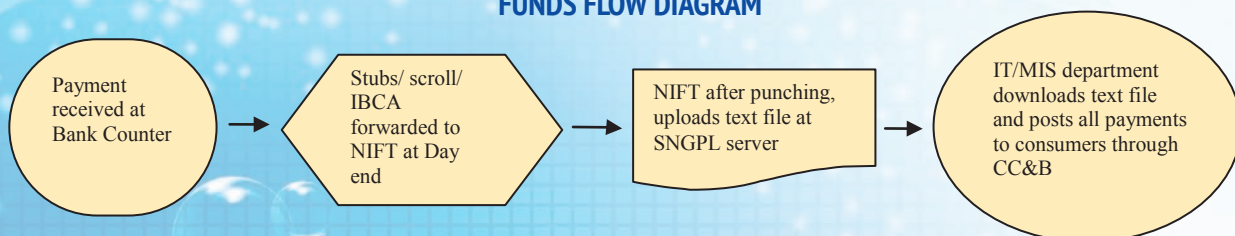
To systemize **Counter Payments** SNGPL has bill collection and service level agreements with all banks and post offices. Main Collection Accounts are being operated in the main branches of all banks in Lahore. At regional level, Regional Collection Accounts in each of the eight regions of SNGPL are maintained with all banks. Branches of banks, intending to collect bills, operating in any area within the jurisdiction of our Company send their request for authorization to collect bills. Approximately 35% of SNGPL consumers utilize counter payment channel to make payments.

In Counter payments, funds are transferred from collecting branches to Regional Collection Accounts of their respective banks, afterwards funds are transferred from these regional accounts to the Main Accounts of banks maintained in Lahore. Normally it takes three (3) days to post the payment made by the consumer against his Account ID.

For booking and reconciliation of collection received through counter payments, SNGPL has a contract with service provider M/s NIFT (National Institutional Facilitation Technologies) for data gathering services. All collecting branches (other than Electronic Channels) transfer funds to the main regional accounts as per service level agreement. NIFT collects the funds transfer advice, stubs (lower portion of the bills) and Scroll (list of bills collected) from the collecting branches on daily basis. IT/MIS Department uploads the Master Billing file on SNGPL server on daily basis. NIFT is responsible to download master file provided by SNGPL and uploads this processed file on SNGPL server after punching of the stubs and scrolls. IT/MIS department then uploads the updated file for processing through CC&B system and posting of the payments against the respective consumers.

NIFT subsequently punches the bill collection against each consumer in their system from Bank Statements of eight Regional Collection Accounts to ensure that all funds are being transferred by collective branches to Regional Collection Account. A number of reports are sent by NIFT to all regions to resolve any discrepancy between punching and funds received.

### FUNDS FLOW DIAGRAM





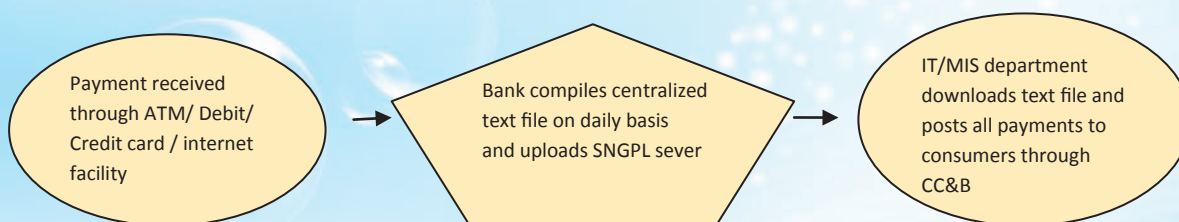
## 2. Electronic Channel

Consumers have also been facilitated to pay the bills through Electronic Channels viz Debit Card, Credit Card by using ATM, Easy Paisa Shop etc. Presently nine (9) Electronic Channel Agencies are providing services to SNGPL as per agreements signed with them. These channels include NADRA, 1-Link, Tameer Bank Easy Paisa, in addition to these channels some banks like MCB Virtual Banking, UBL, HBL, NIB, Bank Alfalah and UMicro Finance Bank also provide online services. Approximately 65% of SNGPL consumers make payment by utilizing electronic channel.

Electronic Collecting Agencies provide the daily scroll of all branches, against the funds received from consumers, in summarized form and transmit the same on SNGPL Server and confirm the concerned through email. On the similar manner as mentioned in the Counter Payment procedure, IT/MIS department downloads the updated file for processing through CC&B system and posts the payments against the respective consumers

Electronic Channel Agencies transfer the funds directly to Main Account of SNGPL on daily basis instead of routing through Regional Collection Accounts. The major advantage to SNGPL in respect of collection through electronic channel is saving of cost per transaction given to M/s NIFT as well as smooth and efficient reconciliation of funds. In contrast to the Counter Payment, it takes only one (1) day to post the payment made by the consumer against his Account ID.

### FUNDS FLOW DIAGRAM



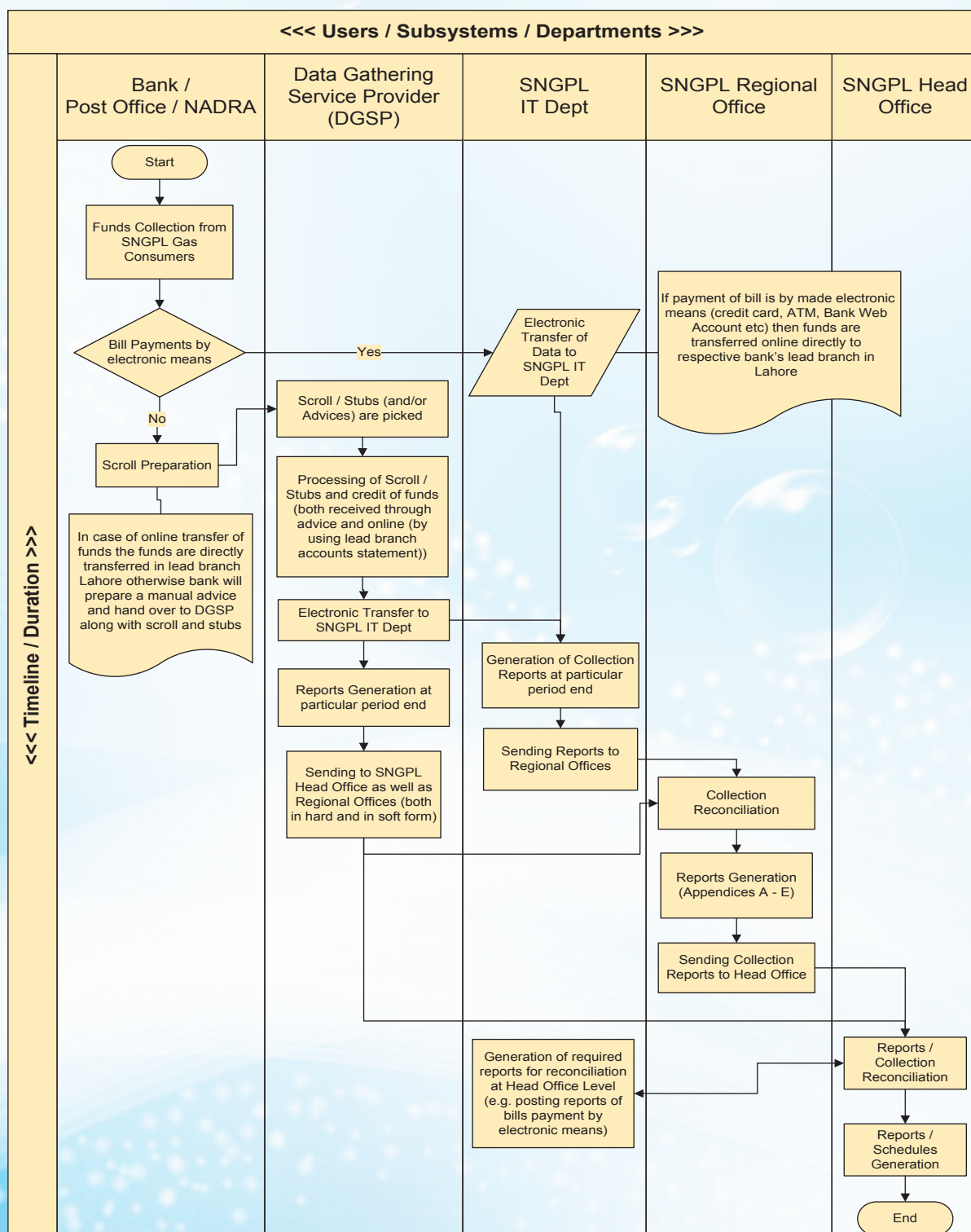
### Other Functions

In addition to reconciliation of collection and ensuring timely transfer of funds in main accounts, this Section also handles the following tasks:

- Posting of necessary corrections in the Customer Care and Billing System (CC&B) after due verifications.
- Transfer of payments between Service Agreement wrongly posted.
- Transfer of payments between consumers if wrongly paid.
- Waive off LPS (Late payment surcharge) if payment of bill received within due date.
- Cancellation of wrongly punched consumers.
- Correction of payments appeared in 'Errors'.
- Clearance of Suspense Account.
- Besides collection of gas charges, collection on account of Security Deposits,
- Service Line Cost Sharing Charges.
- Reconnection Charges and
- Any other Charges billed to Consumers is also recorded and journalized.
- Handling consumer complaints regarding arrears is also a critical function of Collection Section.

Role of Collection Section is crucial for ensuring that Company's funds are not blocked in collecting branches, that service provider has been working and providing the data / reports in terms of the agreement and that collection has been posted and accounted for.

Flow diagram of working methodology of Collection Section is as under:



By:  
Treasury Department

## TRAINING ACTIVITIES AT SNGTI in the F.Y 2014-15

Sui Northern Gas Training Institute (SNGTI) is committed in harnessing and promoting professional excellence in both technical and soft skills trainings. Our professional training workforce offers and conducts trainings to develop employee skills and competencies which contribute towards overall organizational efficiency. SNGPL's investment in Training and Development is perhaps the single most important way that manifests the Top Management's recognition that People are our greatest asset.

In the F.Y. 2014-15, SNGTI offered and conducted 194 training courses (both technical and soft skill categories) relevant to the organizational working culture and Training needs of the employees. The focus was on developing the capabilities of employees for quality workmanship and enhancement of their professional competencies. Through different categories of training programs including the specialized training programs (DFL, & EDP), a total number of 3379 organizational employees (Executives and Subordinates) were trained in both technical and soft skills. The mosaic of training modules included not only Class room lectures but also technical workshop, Hands on trainings, Case studies, Assignments, Presentations, Interviews, Trade tests, Theoretical and Practical examinations.

In the soft skills category, the courses comprised: Customer service, Leadership skills, Time and Stress Management, Basic Management, Change Management, Supervisory skills, Business Communication, Conflict Management, Negotiation skills, Interpersonal skills, MS word, and many other related courses as per Training Need Analysis (TNA).

In the technical skills category, the trainings were conducted in Pipeline design and construction, Certification course on welding (API1104), Certification courses on Polyethylene in Distribution (D2513), UFG Controllable and Uncontrollable factors, Gas measurement techniques, Oracle financials, First Aid CPR, Operation and Maintenance Manual – Distribution department, Gas Chromatography, Corrosion Engineering and other related courses as per TNA.

One of the most challenging tasks for SNGTI was to conduct 8 Executive Development Programs (EDP's) in a short span of 9 months in which more than 225 executives were trained to fulfill their eligibility requirement for the promotion to Grade 1V. Following the directives of the honorable Managing Director, a Mandatory test for respective departmental manuals was incorporated from 29th EDP and onwards. The successful completion of these EDP's in one fiscal year is an unprecedented achievement.

Further, there were also guest speakers invited from outside training organizations as well as Ex-senior executives of SNGPL who conducted regional specialized trainings through workshops, lectures and interactive discussions to share their enriched experiences, knowledge and insights to inspire the participants. For the new employees, in the current fiscal year, six of orientation programs were conducted by our in-house trainers at SNGTI. These Orientation programs provide the new inductees not only the basic knowledge to perform their jobs satisfactorily, but also helped them to acclimatize within our organizational culture and feel that they are part of our social fabric.

With every passing year, the SNGTI team of professionals is working with more unremitting zeal, effort and commitment not only to fulfill but exceed the training requirements and demands of each employee to strengthen their skills. For us, the need for continuous skill up gradation will never lose its importance. We are extremely thankful to the senior Management for their continuous support of SNGTI as they have always considered each employee a source of value creation. We, in pursuit of organizational Vision and Mission are committed towards creating and grooming quality workforce for future organizational growth and success.

By:  
**Mr. Mohsin Iqbal Khan**  
GM – Training & Development





## HSE-Health Care Awareness Camp at Dhullian Project Camp & Islamabad Distribution

SNGPL believes that healthy workforce not only provides potential output but induces a positive attitude, changing the outlook towards life; whether at workplace or elsewhere. To promote health care awareness and to do on the spot health screening of employees, HSE Department organized two Health Care Camps at Dhullian Project Camp and Islamabad Distribution Office in April 2015.

### Following activities took place at these camps:

- Clinical examination and supportive medical tests of pulmonary function testing, Diabetes, Hypertension, eye sight testing, Bone Mass density scan, Hepatitis B&C screening tests.
- Food handlers were de-wormed against abdominal parasitic infestation.
- An informatory stall was arranged for raising awareness of the staff about who, what, when, where and how to use personal protective equipment related to work place hazards.
- Various booklets and informatory booklets, pamphlets and HSE brochures were also distributed among employees about various diseases.

Employees' response at both sites was very encouraging as they participated enthusiastically to get examined and to get the informative material being distributed.

By:  
**Dr. Huma Tabassum**  
OH Consultant

## COMPREHENSIVE TRAINING SESSIONS

Comprehensive training sessions on First Aid, Fire Fighting and Emergency Response were arranged by RESCUE 1122 and CIVIL DEFENCE departments for SNGPL staff working under the domain of Section-IV in order to combat emergencies involving potential EMS and OHSAS related incidents / accidents. Fire Fighting and Evacuation drill was carried out at SMS-II, Section-IV Lahore on June 16, 2015.

The First aid at work training course provides the set of practical skills needed by first aiders to become a confident individual at work; providing both the ability and knowledge to deal with first aid emergencies.

**The content of the First Aid training course covered the following techniques / practices:-**

- Managing an Emergency
- Bleeding (minor and severe)
- Burns and scalds
- Head Injuries
- Spinal Injuries
- Trauma Management
- Communication and Casualty Care
- Bone, muscle and joint injuries
- Choking
- Cardio Pulmonary Resuscitation (CPR)
- Shifting protocols

Fire Fighting and Emergency Response course was arranged to equip learners with the knowledge and necessary skills to manage and extinguish a fire using a variety of skills and various firefighting equipments. Emergency Response training provided relevant information, procedural steps and responsibilities to combat the emergency situations. The role of a fire fighter is to preserve human life as far as possible without endangering the members of the team.

**The course elements of Fire Fighting and Emergency Response are listed below:-**

- Fire combustion process
- Classes of Fire
- Methods of Fire Extinguishing
- Method of Fire Fighting
- Fire control and prevention
- Types of Fire Extinguishers
- Applications of Fire Extinguishers
- Emergency Response Plan (ERP)

By:

**Rizwan Nasim**

Executive Engineer HSE  
SMS-II, Section-IV Lahore

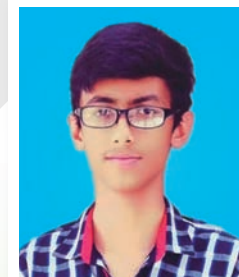
## ACHIEVEMENTS



Mr. Muhammad Hamza Arshad, s/o Mr Muhammad Arshad, (Regional Manager Sahiwal) obtained 1055 / 1100 marks (95%) in Matric Examination 2015, from Board of Intermediate and Secondary Education.



Anoosha Liaquat d/o Aneela Liaquat, Officer (HR)'s Medical, obtained 1025 / 1100 in Matric Examination 2015, from Convent of Jesus & Mary.



Mr. Sibtain Dogar, s/o Mr. Razzaq Dogar, Dy. General Secretary (CBA) H.O; obtained 1064/1100 in the Matric Examination 2015 from Lahore Board of Intermediate and Secondary Education.



**SUI NORTHERN GAS PIPELINES LIMITED**

**OUR AIM :**



**NO  
ACCIDENT**



**HEALTH SAFETY & ENVIRONMENT DEPARTMENT**



**15-SP-HSE-15**

**Media Affairs Department**

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