Proactive Disclosure

(a) particulars of the public body, its functions and duties;

Punjab Health Initiative Management Company (PHIMC) is licensed and registered under section 42 of the Companies Act 2017 in the province of Punjab, with Registrar Joint Stock Companies, Lahore. The main task of the PHIMC is to execute social health protection initiatives, demand side financing schemes including pro-poor health insurance schemes and collaboration with private sector to provide universal health Insurance.

The Government of Punjab is committed to the principles of Universal Health Coverage and is approaching this goal in a phased manner. To improve access of population, to good quality medical services, a phased social health protection approach has been adopted. In the initial phase, free health insurance was provided to the population living below the poverty line, special persons and transgender community. The objective was to improve access to health services by the vulnerable groups in the Punjab through a reduction of financial barriers and strengthening of the quality of health service provision and ensuring future expansion of the scheme through a rigorous monitoring mechanism.

Universal Health Insurance has been launched in all districts of Punjab, where all the permanent residents of Punjab as per NADRA record are eligible to receive health coverage under Sehat Sahulat Program using their CNIC as health card.

The Company is also working on different arrangements within stipulated legislative and policy frameworks to further strengthen the health service delivery in the Punjab. More than 850 public & private hospitals are providing free health services to the permanent residents of Punjab though “Qaumi Sehat Card”.

Core functions of the company:

- To advocate, undertake, and engage in such activities that contribute to the provision of sustainable universal health coverage for the population of Punjab
- To promote and implement Demand Side Financing for health, including results-based financing, specific voucher schemes, health protection/ insurance schemes for the poor, and an Integrated Health Insurance Scheme for the population of Punjab
- To improve access to health care services for the population of Punjab of an acceptable quality and reasonable cost through special initiatives
- To protect the population of Punjab, especially the poor, from impoverishment due to health care expenditures
- To promote, provide, and establish healthcare facilities and establishments for preventive, diagnostic, and curative purposes under public-private partnership (PPP) OR OTHERWISE on behalf of the Government of Punjab.
- To ensure equitable distribution of health benefits among the population of Punjab, especially the poor through initiatives managed by the company

- To monitor the standards of health care delivery services within the initiatives /health insurance scheme and ensure adherence to provincial quality standards laid down under the Punjab Health Care Commission Act
- To improve access to and utilization of private sector health institutions in the provision of health care services under the company's initiatives
- To ensure access to required health care to the beneficiaries under the company's initiatives within the province of Punjab through the involvement of public and private health providers
- To promote the health insurance scheme through educating and creating awareness among the population of Punjab, to promote risk pooling, and decrease catastrophic health care expenditures

(b) powers and functions of its officers and employees;

All officers perform their duties according to the assignment assigned by their respective seniors and under section 42 of the Companies Act 2017.

Following are the core team members of PHIMC

1. Chief Executive Officer
2. Chief Operating Officer
3. Director HR
4. Company Secretary
5. Chief Finance Officer
6. Chief Internal Auditor
7. Director IT/Communication
8. Director Procurement & Contracts

Function and Duties

1. **Chief Executive Officer:** Responsible for overall leadership and management of the public body, implementing strategic objectives, ensuring effective operations, and representing the organization.

2. **Chief Operating Officer:** Oversees day-to-day operations, coordinates activities across departments, and ensures efficient utilization of resources to achieve organizational goals.

3. **Director HR**: Manages human resources functions, including recruitment, employee relations, performance management, training and development, and ensures compliance with labor laws and organizational policies.

4. **Chief Finance Officer:** Manages financial matters, including budgeting, accounting, financial planning, and reporting to ensure sound financial management and compliance with regulations.

5. **Company Secretary:** Handles legal and regulatory compliance, maintains records, prepares board meeting agendas and minutes, and supports governance and communication processes.
6. **Chief Internal Auditor:** Conducts internal audits, evaluates internal controls, identifies areas for improvement, and ensures compliance with policies and procedures.
7. **Director IT/Communication:** Manages information technology systems, develops communication strategies, handles public relations, and ensures effective communication within the organization and with stakeholders.
8. **Director Procurement:** Oversees procurement processes, manages vendor relationships, ensures competitive and transparent procurement practices, and promotes efficient utilization of resources.

(c) norms and criteria set by the public body for the discharge of its functions;

Within the area, the Specialized HealthCare & Medical Education Department Template or SHC & ME Department may assign any of its functions to the authority on such terms and conditions as may be mutually agreed and, while exercising such functions, the Company may exercise the powers of the SHC&MED.

(d) Acts, Ordinances, rules, regulations, notifications, circulars and other legal instrument issued or used by the public body in the discharge of its functions;

PHIMC follows section 42 of the Companies Act 2017 for their all official correspondence and for the discharge of its functions.

(e) a statement of categories of information being held by the public body;

PHIMC holds different types of information

1. Core Functions of the Company
2. Financial Statement
3. Legal Documents of the company
4. Our Partners
5. List of Empaneled Hospitals in Punjab
6. List of Empaneled Hospitals in Pakistan

7. Frequently Asked Questions
8. Useful Links
9. Hospital Share
10. Tenders
11. Annual Procurement Plan
12. Events/Meetings/Activities
13. Policies

(f) a description of its decision-making processes and any opportunities for the publicto provide input into or be consulted about decisions;

Decision making for program Universal health insurance – Strategic Policy Decisions

1. Standing Committee of Cabinet for Universal Health Insurance (SCCUHI)
2. National Steering Committee –Federal
3. Provincial Steering Committee

For Company Level Decision Making

1. Specialized HealthCare & Medical Education Department (SHC&MED).
2. Board Of Directors PHIMC
3. Chief Executive Officer
4. Chief Operating Officer

Throughout the decision-making processes, the public body actively seeks public input and ensures consultations with relevant stakeholders through a range of mechanisms. The public body utilizes various channels to gather public input.

1. Email:
2. Social Media:
3. Toll-Free Number:

By incorporating feedback obtained through these channels, the public body ensures that the decision-making process is more inclusive, responsive, and representative of the public's needs and aspirations. It demonstrates the commitment to transparency and accountability, allowing the public to actively participate in shaping policies and initiatives that affect them directly.

(h) budget of the public body, including details of all proposed and actual expenditures;

Details regarding the budget and expenditures are available on our website.
https://phimc.punjab.gov.pk/financial_statement

(i) amount of subsidy and details of beneficiaries if the public body provides any subsidy;

PHIMC is dedicated to providing free-of-cost healthcare services to the population of Punjab.

As of the current date, July 17, 2023, PHIMC has successfully facilitated over 4.8 million individuals with free treatment through the Sehat Card program, with a total expenditure exceeding 112 billion Rupees.

ADMISSIONS:

Total Admissions till date.

	Punjab
Private Public	3,685,176 1,151,772
Total	**4,836,948**

1. Admissions since January 1st, 2022.

	Punjab
Private Public	3,078,208 1,124,096
Total	**4,202,304.00**

CLAIMS:

Total Claims till date

Hospital Type	**Incurred Claim (Punjab)**
Private Public	87,511,595,967 25,361,218,589
Total	**112,872,814,556**

2. Claims since January 1st, 2022

Hospital Type	**Incurred Claim (Punjab)**
Private Public	74,698,350,800 23,346,451,778
Total	**98,044,802,578**

EMPANELLED HOSPITALS:

1. Total Number of Empaneled hospitals (Punjab) - current figure ~ **871**

To access the most recent data on beneficiaries, admissions, and claims, we encourage you to visit our official website at https://phimc.punjab.gov.pk/. On our website, you will find comprehensive and up-to-date information that highlights the program's impact and reach.

(k) facilities available with the public body for obtaining information held by it;

The public body provides several facilities to enable individuals to obtain information held by it. These facilities are designed to promote transparency, accountability, and public access to information. Here are some common methods and resources available:

Operational Budget:

Sr.	Description	No.
1	No. of company owned vehicles (Motor Cars)	7
	No. of company owned vehicles (Motor Bikes)	4
		Amount
2	Vehicles Running Expenses (including POL, Repair Maintenance and Insurance)	11,139,793
3	Entertainment Expenses for Guests & Meetings	309,457
4	TA/DA Expense relating to employees travelling on official and field visits	4,388,362

5	**Summary of Annual Budget of the company**		
	i	Insurance Premium (Phase-II)	4,936,798,161
	ii	Insurance Premium (UHI)	122,886,661,199
	iii	Special Claim Provision Fund	1,150,099,358
	iv	Health Cards	-
	v	NADRA Services	673,334,191
	vi	UHI Software and Data Center	167,524,413
	vii	Communication & Advertisement	480,497,600
	viii	Monitoring - Field Visits	16,575,720
	ix	Programme Consultancy	32,002,500

	x	Adminstrative Expenses	334,288,175
	xi	Assets Cost	19,684,060
	Total Annual Budget		130,697,465,377

Official Website:

The public body maintains an official website (https://phimc.punjab.gov.pk/) where individuals can find information about its functions, services, policies, list of empanelled hospitals and activities. The website serves as a central hub for accessing various types of information.

Information Desk and Help Lines:

PHIMC provides an Information Desk at its company office, welcoming individuals to walk in and address their queries. Additionally, there are toll-free numbers and other helpline channels available, allowing people to inquire about specific information or seek guidance on accessing records. These help centers are staffed by knowledgeable personnel who possess the expertise to provide assistance and direct individuals to the relevant sources.

Email and Social Media:

The public body maintains an active presence through email and social media platforms, catering to inquiries and providing information to the public. These channels serve as direct points of contact for individuals seeking specific information or clarification on various matters. By leveraging email and social media, the public can conveniently communicate their concerns, request information, and receive prompt responses from the public body.

Right to Information (RTI) Requests:

In accordance with applicable laws or policies, individuals have the right to submit Right to Information (RTI) requests to the public body of PHIMC. RTI requests allow individuals to formally request specific information held by the public body. The public body is then obligated to process the request and provide the requested information within the specified legal framework.

Other Websites of relevant Stake holders:

In addition to the aforementioned facilities, individuals can also access specific information from other websites of relevant stakeholders. These websites serve as valuable resources for obtaining pertinent information and include platforms such as the State Life Insurance Company and the National Database and Registration Authority (NADRA). These websites offer the public access to public records, reports, publications, datasets, and other relevant documents.

(I) name, designation and other particulars of the public information officer of the public body;

Name: Ali Mazhar Choudhary

Designation: Director Communication

Email: ali.mazhar@phimc.punjab.gov.pk

Phone: +92 42 99066111, 99066222, 99066333

(m) any other information that the Government may notify in the official Gazette.

All information is available on website of PHIMC