

# Khalid Hameed Sheikh

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## Educational Background:

Certificate / Degree	Year	Board/University	Subject
Matric	1966	Board of Intermediate & Secondary Education, Lahore.	Science
F.A.	1969	Board of Intermediate & Secondary Education, Multan.	English, Civics, Economics
B.A.	1971	University of the Punjab, Lahore.	English, Economics, Sociology
M.A. *	1975	Department of Sociology University of the Punjab, Lahore.	Sociology
M.A.Development Studies. **	1986	Institute of Social Studies, The Hague, The Netherlands	Labour and Development

## Master's Theses:

\*"Impact of Radio & Newspapers on the Knowledge and Opinion of Masses Regarding Population Planning in D.G. Khan City".

\*\* "Technological Change: Its Impact on the Employment of Farm Labour-Punjab".

## Research Experience (Punjab University):

- Conducted a survey and wrote a report for **Radio Pakistan**, Lahore about their programmes.
- Conducted a survey and wrote a report on the **Evaluation of Social Welfare Agencies** at Lahore.
- Worked as an "Interviewer" for the project "**Low Cost Housing Survey**" at Lahore.
- Worked as Research Assistant, **National Development Volunteer Programme (NDVP)**, Population Laboratories, Lahore.

## Research Experience

### *Pakistan Institute of Development Economics:*

- Assisted for the project **Housing and Living Conditions in Pakistan**.
- Assisted for the project **Female Education and Fertility**.
- Assisted for the project **Women's Participation in Selected Segments of the Organized Sector: Pakistan**.

- Provided assistance in preparing an **Interviewing Schedule in Punjabi Language** for Lahore Fertility Survey, 1978.
- Assisted to prepare codebook for **Lahore Fertility Survey**, 1978 (Follow up).
- Assisted for the initial scrutiny of **Hyderabad Migration Survey** interviewing schedules.
- Assisted for the project **Labour Migration from Pakistan to the Middle East and its Impact on the Domestic Economy**.
- Worked as a Team Member for the project **Studies in Population, Labour Force and Migration**, 1979-80.
- Assisted for the Project on **Rural Credit Survey**.
- Assisted for the ILO funded project on **Bonded Labour in the Agriculture Sector**.

***Institute of Social Studies, The Hague, The Netherlands.***

- Worked as **Junior Research Fellow** at the Institute of Social Studies, The Hague, with **Population & Development Programme** from December 1986 to May 1987 funded by UNFPA.

**Unpublished Research Work.**

- **Socio-Economic and Demographic Profile** of Muslim Countries of Asia and Africa.
- **Errors in Reporting Ages** in Pakistan.

**Paper Written for National Manpower Commission, Government of Pakistan.**

- **Employment in the Informal Sector: Problems and Prospects**". Synthesis Report presented to the National Manpower Commission, Islamabad.

**Research Reports/Studies**

- Fertility Levels, Trends & Differentials in Pakistan: Evidence from the Population, Labour Force & Migration (PLM) Survey 1979-80. Research Report No.1.
- "Prevalence of Knowledge and Use of Contraception in Pakistan". PLM Survey 1979-80.

**Research Publications (PIDE)**

- Determinants on the Declining Share of Agricultural Labour Force to Total Labour Force in Pakistan. The Pakistan Development Review (PDR) No.4, Winter 1988.
- An analysis of Rural Homelessness in Pakistan. PDR, No.4, Winter 1989.
- "Food, Poverty and its Causes in Pakistan" PDR, No.4, 1991.
- Short-Term Employment Functions in Manufacturing Industries: An Empirical Analysis for Pakistan" PDR, No. 4, 1992.
- The Demand Side of Pakistan's Population Welfare Programme, PDR, No.4, 1993.
- "Labour Market Dynamics in Pakistan: Evidence from the Longitudinal Data" PDR, No.4, 2002.
- "An Analysis of Public Expenditure on Education in Pakistan" Paper presented in the 19<sup>th</sup> Annual General Meeting and Conference of PSDE held from 13 -15 January 2004 at Islamabad.

**Article in International Journal.**

- "Short-Term and Long-Term Employment Functions in Pakistan's Large Scale Manufacturing Industries" published in **Economica Internazionale**, Genova, Italy, Vol. XLIX, Num-1, February 1996.

#### **Paper Presented in International Conference/Seminar**

- “Financing of Education in Pakistan: Domestic Resources” (co-author), a UNESCO funded study. The paper presented in the Ministerial Level Regional Conference/Seminar of SAARC countries on Education For All, held in May, 2003, Islamabad.

#### **Paper Presented in National Conference/Seminar**

- “Women’s Employment Concerns and Working Conditions in Pakistan” Paper presented in three seminars organised jointly by ILO and Ministry of Labour, Manpower and Overseas Pakistanis (MoLM) at Lahore, Karachi and Islamabad.

#### **Courses Attended: *PIDE***

- Attended a course entitled: “Planning and Appraisal of Projects”, organized by PIDE in collaboration with Bradford University, U.K. held at Quetta, Pakistan.
- Attended a course on “Population and Development”.
- Attended a course on “Mathematics for Economists”.
- Participated in a training course on “Gender Analysis/Project Appraisal” organized by PIDE in collaboration with Planning and Development Division Islamabad in 2007.
- Participated in an International Workshop on “Gender Mainstreaming” organized by Planning and Development Division in collaboration with UNDP at Marriott Hotel Islamabad in 2007.

#### ***Pakistan Manpower Institute & Friedrich Ebert Stiftung (FES)***

- Attended a course on “Labour Market Information for Employment and Manpower Analysis” organized by Pakistan Manpower Institute in collaboration with Friedrich Ebert Stiftung, Islamabad.

#### ***University of Zagreb, Yugoslavia (Now Croatia)***

- Attended a course entitled: “**Social Change and Macro-Planning**”, conducted by Inter-University Centre of Postgraduate Studies, Dubrovnik, Yugoslavia, April 6, 1987 to April 17, 1987.

#### ***International Training Centre, Turin, Italy***

- Attended a four-week Diploma course from September 9, 1991 to October 4, 1991 entitled “**Labour Market Information Systems**” conducted by International Training Centre of ILO at Turin, Italy.

#### ***Institute of Social Studies, The Hague, the Netherlands***

- Attended a non-credit course entitled “**Population and Development**” Organized jointly by Institute of Social Studies (ISS) and Netherlands Interuniversity Demographic Institute (NIDI) from December 1986 to May 1987 at The Hague, The Netherlands.
- Attended a non-credit course MRB 103 on “**Demography**” Offered by Regional Development Planning (RDP) Programme Session 1985-86 at the ISS, The Hague.
- Attended a course MRC 111 on “**Rural-Urban Relations**” Offered by RDP Programme, Session 1985-86 at the ISS, The Hague.

#### **Moderation Consultant (Friedrich Ebert Stiftung, Islamabad)**

Worked as moderator in all the workshops/seminars and used participatory problem-solving techniques in the following areas:

- Dissemination of **National Manpower Commission reports** at all the Provincial Headquarters including AJK Government.

- Developed and imparted **Brainstorming exercise in Urdu** for the workers/members of Pakistan National Federation of Trade Unions (PNFTU) on the issue of Occupational Safety and Health (OSH) of Workers in Industries at Faisalabad, Lahore and Quetta.
- Moderated training on **Labour Market Information for Employment and Manpower Analysis**.
- Moderated an International Conference on **Women in Development** organized jointly by Society for International Development (SID) & FES, Islamabad.
- Moderated an **International Conference on Child Labour Issues** organized jointly by UNICEF, FES and DWE (MoLM).
- Member of Technical Team on **Monitoring and Evaluation of Child Labour** in Punjab.  
Provided assistance in developing a Questionnaire for a survey on **Child Labour**.
- Moderation consultant on **National Seminar on Child Labour**, sponsored jointly by ILO, UNICEF, FES and MoLM.

**Reference:** **Dr. Sabur Ghayur**, Ex-Chairman, Policy Planning Cell, Ministry of Labor, Manpower and Overseas Pakistanis.  
Ph #: - (+92) 300-9873380

**Workshop / Training:**

**SUNGI Development Foundation (SDF) Islamabad.**

- Participated in a Workshop on Participatory Planning and the Role of NGOs in Awareness-Raising & Social Transformation, held on May 26-30, 1992 at Abbottabad.

**Balochistan Rural Support Programme (BRSP) Quetta, financed by GTZ.**

Worked as **Programme Specialist (Monitoring and Evaluation)** and carried out the following activities:

- Monitoring and Evaluation (M&E) of Community Development Organizations (CDOs).
- Development of M&E schedules for Social Organizers (SOs), Subject Matter Specialists (SMSs), and Field Engineers (FEs).
- Preparation of Monthly M&E reports of SOs, SMSs and FEs.
- Preparation of Quarterly and Annual reports about the activities of SOs, SMSs and FEs of BRSP to be presented to the donors.
- Attended and assisted training on Goal Oriented Project Planning (GOPP) organized by GTZ & BRSP at Quetta.
- Attended and assisted training on M&E of Community Based Development Organizations organized by BRSP at Quetta.
- Imparted training to SOs regarding M&E reporting.
- Attended a training regarding a) Community organization, b) Community needs identification / prioritization and c) Implementation of identified interventions offered by HRD section Quetta.

**Agency for Barani Areas Development (ABAD), Government of Punjab, Rawalpindi**

- Participated and assisted in a workshop on Participatory Rural Appraisal (PRA) for Formulation of Integrated Agricultural Production & Resource Management Systems (IAPARMS) organized jointly by Food & Agriculture Organization of the United Nations (FAO), PARC and Arid Zone Research Institute (AZRI), Quetta, from 7-13 August 1993.

- Carried out PRA for District Attock as member of Provincial Technical Advisory Group (TAG) / Field Team.
- Participated and moderated in a seminar on 'Skill Development for Employment Diversification', from 14 to 16 August 1991.

**Reference:** Malik Fateh Khan, Programme Manager, Natural Resources Management, NRSP, 42-A, Nazim-ud-Din Road, F-7/4, Islamabad.

**Neelum and Jhelum Valleys Community Development Project, Muzaffarabad, AJK**

This is an IFAD project and work is being implemented with the collaboration of Agriculture, Livestock, Forestry and Industries departments. The Executing agency is UNDP/OPS. I worked here as Training Supervisor and performed the following activities.

- Committee Member of final selection of Community Development Group Organizers (CDGOs);
- Organised, developed and imparted training to the newly selected male and female CDGOs in the following areas:
  - Socio-economic overview of AJK
  - Community Development
  - Problems Analysis through Brain Storming
  - Groups Formation
  - Problems Solution (Brain Storming)
  - Actions and Responsibilities (Brain Storming)
  - Rapid Target Appraisal (RTA) and Rapid Participatory Rural Appraisal (RPRA)
- Developed a package of RTA and RPRA in Urdu language;
- Organized training for Community Development Groups (CDGs) in Bee Keeping, Horticulture, Off-Season Vegetables and Spraying Techniques;
- Developed a training methodology about Social Forestry Groups and
- Imparted trainings to CDGOs in Communication Skills, Social Mobilization and Rural Finance.

**Reference:** Mr. Zafar Iqbal, Assistant Resident Representative, UNDP, P.O. Box 1051, Saudi Pak Towers, 61-A, Jinnah Avenue, Islamabad.

**ILO/UNFPA/GOP Funded Project "POPULATION EDUCATION AND FP SERVICES FOR ORGANIZED SECTOR WORKERS" (PAK/94/PO4)**

Since July 1995 worked as National Project Adviser and performed the following duties:

- Provided technical support to the Directorate of Workers' Education (DWE) Headquarters and 12 Regional Centres, particularly in regard to the preparation and implementation of annual and detailed monthly Work Plans; initial and mid-term refresher training of DWE project staff and the in-service orientation/training of professional staff at the four new Regional Centres.
- Coordinated project activities and liaised with the Federal Ministries and Provincial Departments of Labour, Population Welfare, Health, Provincial Employees' Social Security Institutions (ESSIs), Employees' Old Age Benefit Institution (EOBI), Industrial Establishments (IEs), Trade Unions (TUs), and relevant NGOs, ILO, UNFPA and other related institutions.
- Reviewed and revised the already existing training and orientation curricula, schedules and modalities currently in use for Workers' Population Education, in collaboration with technical experts.

- Planned, organized, conducted and coordinated training activities at the Plant level, and at National and Regional Centre levels, to ensure there is no overlapping with other training activities of the DWE, National Institute of Labour Administration Training (NILAT), etc.
- Supervised, administered and coordinated the operations of the cadre of family planning motivators and service providers through (a) provincial ESSIs, (b) industrial establishments (IEs), and (c) 12 Regional Centres, in collaboration with the relevant Federal and Provincial Population Welfare and Health officials and NGOs.
- Assisted in the design, preparation and dissemination of new Information, Education and Communication (IEC) materials, and the reproduction of some of the existing IEC materials.
- Maintained contacts and strengthened links with Trade Unions and Employers' Organizations, Employees' Social Security Institutions and Labour Education and Welfare Programme, in the context of organizing and implementing project activities.
- Designed and monitored the operations of Management Information System (MIS) and with the data obtained, assisted in improving programme implementation, its effectiveness and impact.
- Compiled, reviewed, analyzed and reported, on Monthly, Quarterly and Annual basis, of all the monthly training activities and FP service delivery reports received at the DWE from the 12 Regional Centres.
- Prepared reports on travel missions and detailed annual reports on project progress, with analysis and recommendations for future actions.
- Writing reports for the annual National Coordinating Council, and Tripartite Review meetings and organized other meetings and workshops according to the approved Work Plan, including all the required pre and post-meeting documentation.
- Maintained appropriate liaison with the relevant international agencies, particularly in regard to the backstopping and technical support services of the UNFPA Country Support Team for South and West Asia, Katmandu, and the ILO Regional Office in Bangkok.
- Facilitated and monitored the disbursement of project funds in accordance with the project budget and Work Plan; monitored expenditures and the preparation of expenditure statements; supervised the preparation of financial reports; advised on requirements for budget revisions and rephasals, in accordance with UNFPA's financial regulations and procedures.

#### **Presentation in Workshops / Trainings:**

- Presented "**The State of Human Resource Development in Balochistan**" in the Provincial Workshop on "Poverty Analysis, Monitoring and Evaluation" organized jointly by Pakistan Institute of Development Economics (PIDE), Islamabad and The World Bank Institute, Washington D.C from September 16-20,2002 at Serena Hotel, Quetta.

#### **Survey Experience (April 2001- October 2003):**

- Base Line Survey–PIDE/PPAF: Supervised, imparted training to field staff about questionnaire, completed community questionnaire, edited and submitted a field report of 4 communities in the suburbs of Quetta city.
- Poverty Assessment Survey–PIDE/UNDP: Supervised, imparted training to field staff about questionnaire, completed community questionnaire, arranged focus group discussions, edited

and submitted field report of 3 villages namely Bajori Kallan, Bajori Khurd and Chhib Bajori in District Khuzdar.

- Poverty Assessment Survey–PIDE/World Bank: Supervised, imparted training to field staff about questionnaire, arranged focus group discussion in 8 village of Tehsil Khuzdar, Loralai and Gawadar.completed community, health unit and primary school questionnaire from relevant personal, used GPS for obtaining locations of all house hold, schools and health units surveyed, submitted field reports.
- Micro-Impact of Macro Adjustment Policies (MIMAP Survey): Supervised, imparted training to the field staff about questionnaire, completed community questionnaire in the 42 primary sampling units (PSUs) covering entire Balochistan and submitted field report. Data is under office editing stage.

**Reference:** **Dr. G. M. Arif**, Chief Of Research/Dean, Faculty of Development Studies, PIDE, P.O.Box 1091,Q.A.University Campus, Islamabad  
Phone (Office): (+92) 51-9206408

**Survey Experience (January 2004-December 2004):**

- Organized and imparted trainings for different development organizations in the areas of
  - Community Development, Problems Analysis through Brain Storming,
  - Groups Formation, Problems Solution (Brain Storming),
  - Actions and Responsibilities (Brain Storming), Rapid Target Appraisal (RTA) and Rapid Participatory Rural Appraisal (RPRA),
  - Rural Finance, Logical Framework Analysis and Communication Skills.

**Survey Experience (January 2005-June 2006):**

- “Survey of Afghan Refugees in Pakistan and their Contribution to the Economies of Pakistan and Afghanistan” Prepared questionnaire, drawn samples, pre-tested questionnaire, imparted training t the field enumerators at Peshawar and Quetta, edited field data,

**Reference:** **Dr. Zafar Mueen Nasir**, Chief of Research/Project Director, PIDE, QAU Campus, Islamabad.  
Mob: (+92) 333-5193407

**Workshops/Seminars/Consultations (July 2006-December 2008)**

- Undertook the consultancy work for the Policy Planning Cell (PPC) of Ministry of Labor and Manpower (MoLM) with regard to organizing 2 National and 8 Provincial Consultations for its National Policies on Employment and Emigration. The tasks included,
  - Designing of the consultations program,
  - Support in the organization with regard to consultative meetings,
  - Coordination with the hotel's management, and
  - Preparation of the meeting notes.

The PPC was given, as part of the consultation, a five page report containing the gist of the meetings and outcomes for each of the policies.

**Reference:** **Dr. Sabur Ghayur**, Chairman, Center for Labor Advocacy and Dialogue (CLAD).  
Ph #- 051-2224022  
Ph #: - (+92) 300-9873380

**Workshops/Seminars/Consultations (January 2009 - to date)**

- Undertook the consultancy work for the Gender Development Section, Finance Division,

Government of Pakistan with regard to organizing one National and one Provincial Pre Budget Seminars at Islamabad and Lahore for budget/accounts officers of line ministries to realize the given objectives') to advocate Govt. of Pakistan's commitment towards Gender Responsive Budgeting, ii) to strengthen Gender Mainstreaming in budgeting process through incorporating civil society's recommendations in upcoming budget of FY 2009-10,iii) to develop understanding of Civil Society representative's and officer's of Finance Division, Provincial Finance Departments and Line Departments representatives on Gender Responsive Budgeting.  
The tasks included:

- a) To submit activity plan, b) to plan, organize, coordinate,execute and implement the program, c) to responsibly conduct the training/semina in a participatory way following the pre-agreed outline and d) to submit report of seminars within ten days of completion of the task.

**Reference:**

Ms. Noor-ul-Sabah, Technical Adviser  
Gender Development Section, Finance Division, Govt.of Pakistan  
Q-Block, Pak Secretariat, Islamabad.  
Ph: 051-9208670 and 051-9058618

**References:**

- |                             |   |
|-----------------------------|---|
| <b>Dr. M.Iqbal Saif</b>     | Head of Department, Management Sciences,<br>Foundation University, Rawalpindi<br>Phone (O) 051-5790361-2/Ext.228<br>Phone (R) 051-9266187 |
| <b>Dr. G.M. Arif</b>        | Dean Research, PIDE, P.O.Box 1091,<br>Q.A.University Campus, Islamabad<br>Phone (Office): (+92) 51-9206408                                |
| <b>Dr. Ashfaque H. Khan</b> | Professor/Dean<br>Faculty of Management Sciences<br>National University of Science and Technology (NUST )<br>( R ) 051-2254940            |

**Contacts Outside:**

***Teaching coursework***

Sociology of Population

Introduction to Sociology

- Working Groups Moderator
- Honorary Training Consultant: **social-aid (Social Alliance for Integrated Development)**,  
Block No.16, Dera Ghazi Khan
- Director: Program Management, Social Development and Training, **Center for Labor Advocacy and Dialogue (CLAD)**  
Islamabad. Ph: 051-2224022