

A. Energy Strategy and Technical Advisor (SPPS-I)

The Energy Strategy & Technical Advisor (SPPS-I) will provide strategic, technical, and operational support to the Minister, while focusing on enhancing the performance, compliance, and efficiency of oil, gas and mineral projects. The advisor will be responsible for addressing complex challenges, developing strategies, and advising on best practices in the sector and guide on technical matters, Policy and operational improvements. The incumbent will assist the Minister/Secretary/Special Secretary/Additional Secretaries in matters relating to Petroleum Division including:

- Develop and implement strategies to optimize oil and gas exploration, production, distribution operations, refining and mineral projects.
- Advise on the alignment of Petroleum Sector policies with national energy goals, ensuring all projects contribute to long-term energy security and sustainability.
- Review of petroleum policies, refinery policies, PCAs, PSAs, E&P Rules, Model COSA, Model GSA, LPG Policy with reform recommendations to encourage the investment.
- Provide expert advice on enhancing operational efficiency in existing projects and identifying areas for new project development.
- Ensure that all oil/ gas and mineral operations comply with national and international regulatory frameworks, including safety standards, environmental laws, and industry best practices.
- Assess risks in ongoing and upcoming projects, providing mitigation strategies and ensuring compliance with legal and environmental requirements.
- Act as the key advisor for stakeholder management, fostering relationships with government bodies, international partners, investors, and local communities.
- Coordinate with various ministries and agencies to align oil, gas and mineral projects with national policies and ensure smooth execution.
- Provide technical guidance in addressing operational challenges in oil, gas and mineral projects, including exploration, drilling, refining and transmission and distribution processes.
- Recommend solutions for improving the efficiency and effectiveness of oil and gas operations through innovative technologies, best practices, and process optimizations.
- Advise in building internal technical expertise and enhancing the capabilities of HR through knowledge transfer and training.
- Advise on the development of technical manuals, guidelines, and procedures for the oil, gas and mineral sector to ensure sustainability and operational excellence.
- Provide oversight and advisory support for key oil, gas and mineral projects, ensuring alignment with strategic objectives and minimizing project delays.
- Assist in managing the technical aspects of project implementation, providing recommendations for efficient resource allocation and cost management.
- Prepare detailed reports on the progress, challenges, and outcomes of ongoing projects.
- Analyze data related to oil and gas operations, providing recommendations for improving performance, reducing costs, and enhancing sustainability.
- Sector Reforms & Strategic Initiatives – Benchmark and advise on energy/petroleum sector reforms and strategic initiatives, including refinery modernization/new refineries,

gas-sector restructuring, oil-sector deregulation, utility unbundling, third-party access, pricing reforms, DGPC digitalization, integrated energy demand-supply planning, strategic petroleum reserves, and other measures to enhance efficiency, investment, competitiveness and energy security.

- Providing strategic input on policy decisions and sector development.
- Participate in meetings being attended/ Chaired by Minister/Secretary/Special Secretary/Additional Secretaries and discussions with relevant stakeholders, offering insights on the direction and improvements needed in the sector.
- Supervise and monitor all tasks assigned to SDU officials and ensure their timely and effective completion within the prescribed deadlines.
- Any other assignment/task as may be assigned by the Minister/Secretary from time to time.

Reporting Channel: Energy Strategy and Technical Advisor (SPPS-I) shall report to Additional Secretary (Policy), Petroleum Division.

BASELINE PERFORMANCE CREDENTIALS OF ENERGY STRATEGY AND TECHNICAL ADVISOR (SPPS-I)

1. Quality of Strategic Advice – Sound, independent and actionable strategic, technical and Policy advice to the Minister/Secretary/Special Secretaries/Additional Secretaries on cross-sectoral petroleum and mineral matters.
2. Strategy & Policy Capability – Ability to develop/review sector strategies, petroleum policies, regulatory frameworks and reform proposals aligned with energy security, investment, efficiency and sustainability objectives.
3. Cross-Sectoral Analytical Capability – Ability to assess and integrate oil, gas, exploration, production, refining transmission and distribution and mineral-sector issues and provide evidence-based recommendations on complex matters.
4. Project & Operational Oversight – Effective monitoring of key projects and operations, identification of implementation bottlenecks and recommendation of measures for timely, efficient and cost-effective execution.
5. Risk & Compliance Management – Ability to identify significant technical, commercial, operational, regulatory and environmental risks and recommend appropriate mitigation measures.
6. SDU Supervision & Coordination – Effective supervision of SDU officials/consultants, including assignment of tasks, monitoring of deliverables, quality control and ensuring timely completion within prescribed deadlines.
7. Timeliness & Responsiveness – Prompt and effective response to priority/urgent assignments and timely completion of tasks assigned by the Minister/Secretary.
8. Value Addition & Impact – Demonstrable contribution to policy reforms, operational improvements, investment facilitation, efficiency gains and resolution of strategic petroleum/mineral-sector issues.

Note: The above performance credentials/criteria shall be assessed and ranked on a scale of 1 to 10, based on demonstrable outputs, quality of work, timeliness and measurable impact.

B. TECHNICAL CONSULTANT (UPSTREAM PETROLEUM SECTOR) (SPPS-II)

Technical and commercial review of upstream petroleum activities, concession/licensing processes and international benchmarking to enhance exploration, appraisal, development and production performance. Covers monetization of non-producing/stranded discoveries, reservoir and production optimization, Policy, legal and regulatory recommendations (including PCAs, PSAs and E&P Rules) for the upstream petroleum sector. The incumbent will assist the Minister/Secretary/Special Secretary/Additional Secretaries in matters relating to DG (PC) and DG (Minerals) (where applicable) including:

- Exploration: Benchmark framework to enhance hydrocarbon exploration, conventional and unconventional and streamline concession-grant processes.
- Appraisal & Development: Framework for effective appraisal, D&P lease approvals and monetization including non-producing discoveries.
- Production: Monitoring of production trends, production optimization, reservoir management, flaring, measurement and LPG extraction
- Regulatory framework: Review of petroleum policies, PCAs, PSAs and E&P Rules with reform recommendations to encourage the E&P sector
- The incumbent will get the agenda initialed for the board meetings of **OGDCL, PPL, SML** and **PMDC** from the Minister and Secretary at least three days before the scheduled meetings. The incumbent shall also apprise the outcome of the meetings to the Minister and Secretary within three days of receipt.
- Review draft Terms of Reference (TOR) for independent certification of reserves, marginal gas discoveries and field economics related to the flare guidelines etc;
- Provide expert opinion on third-party studies covering tight gas, marginal gas fields and reserves certification and sale of gas to third party;
- Performance review of the OGDCL, PPL, PMDC, SML e.g. success rate, reserves replacement, exploration investment on technical studies, seismic, drilling, investment efficiency, etc.
- Mineral exploration and mining: providing support and facilitation to the Minister/Secretary Petroleum/Special Secretary/Additional Secretary (Admin)/DG(Minerals) for the development of the mineral and mining sector.
- Preparation of the Presentation for the PM Office relating to DG(PC) and DG(Minerals).
- Additionally, the incumbent will also attend meetings being attended/chaired by the Minister/Secretary Petroleum on matters pertaining to DG (PC) and DG (Minerals) and will provide all necessary support including Minutes of the Meeting.
- Any other assignment/task as may be assigned by the Minister/Secretary from time to time.

Reporting Channel: Technical Consultant (Upstream Petroleum Sector) shall report to Additional Secretary (Policy) through Energy Strategy and Technical Advisor.

BASLINE PERFORMANCE CREDENTIALS OF TECHNICAL CONSULTANT (UPSTREAM) (SPPS-II)

1. Quality of Advice – Ability to provide sound, independent, objective and actionable technical/commercial advice to the Minister, Secretary, Special Secretary and Additional Secretaries.
2. Analytical Capability – Ability to critically evaluate proposals, studies, policies and company performance and provide evidence-based recommendations.
3. Sector Performance & Benchmarking – Development of meaningful international benchmarks and performance indicators for E&P companies and identification of measures to improve exploration, production, investment and monetization.
4. Policy & Regulatory Input – Sound recommendations for improvement of petroleum policies, PCAs, PSAs, E&P Rules and Mineral Policy.
5. Decision Support – Timely and high-quality briefs, presentations, Board agenda inputs and meeting support for the Minister/Secretary/PM Office.
6. Timeliness & Responsiveness – Compliance with defined timelines, including 3-day turnaround for Board agenda/MoM matters and other assigned tasks.
7. Value Addition & Initiative – Identification of reforms, benchmarks and new initiatives that result in measurable improvement in sector performance.

C. TECHNICAL CONSULTANT (MID- & DOWNSTREAM) (SPPS-II)

Technical and commercial review of mid and downstream petroleum infrastructure and operations, including refining, gas transmission/distribution, oil supply-chain (movement, marketing, storage). Covers international benchmarking, optimal utilization and de-regulation studies and formulation of policy/regulatory recommendations including:

- Refineries: Support on refinery modernization and investment competitiveness.
- Gas sector (T&D): Analysis on transmission/distribution losses and third-party access operationalization.
- Oil sector reforms (movement, marketing, storage): Study on storage adequacy, supply-chain digitization and de-regulation of prices.
- Regulatory: Gas utilities unbundling and mid/downstream regulatory reforms recommendations.
- Petroleum Road Map: Periodic updating of the Petroleum Roadmap in coordination with the concerned directorates.
- The incumbent will get the agenda initialed for the board meetings of **SNGPL**, **SSGC** **ISGC** and **PEPCO** from the Minister and Secretary at least three days before the scheduled meetings. The incumbent shall also share the outcome of the meetings within three days with the Minister and Secretary.
- Preparation of the Presentation for the PM Office relating to DG(Gas).
- Additionally, the incumbent will also attend meetings being attended/chaired by the Minister/Secretary Petroleum on matters pertaining to DG (Gas) and will provide all necessary support.
- Any other assignment/task as may be assigned by the Minister/Secretary from time to time.

Reporting Channel: Technical Consultant (Mid- & Downstream) shall report to Additional Secretary (Policy) through Energy Strategy and Technical Advisor.

BASELINE PERFORMANCE CREDENTIALS OF TECHNICAL CONSULTANT (MID- & DOWNSTREAM) (SPPS-II)

1. Quality of Advice – Sound, independent and actionable technical/commercial advice on refining, gas transmission/distribution and oil supply-chain matters.
2. Analytical Capability – Ability to analyze infrastructure utilization, transmission/distribution losses, storage adequacy, supply-chain efficiency, pricing and de-regulation issues.
3. Sector Reform & Benchmarking – Development of international benchmarks and practical recommendations for refinery modernization, gas-sector reforms, utility unbundling, third-party access and oil-sector de-regulation.
4. Petroleum Roadmap – Timely and substantive updating of the Petroleum Roadmap, reflecting sector developments, priorities and reform requirements.
5. Decision Support – Preparation of concise, accurate and decision-oriented briefs, presentations, Board agenda inputs and PM Office presentations relating to DG (Gas)

6. Timeliness & Responsiveness – Compliance with defined timelines, including 3-day turnaround for Board agenda/MoM matters and other assigned tasks.
7. Value Addition & Initiative – Demonstrable contribution to improving efficiency, investment, competition, supply security and regulatory effectiveness in the mid/downstream petroleum sector.

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D. CONSULTANT FINANCIAL ANALYST (SPPS-II)

Financial analysis and modelling for petroleum-sector projects, investment analysis and risk assessment; policy formulation support; and financial management/accounting coordination across the petroleum and mineral value chain, including:

- Competitive costs & pricing structure: Cost-benefit analysis and optimal pricing across upstream, midstream, downstream and socially optimal consumer prices
- Policy & regulatory framework: Petroleum: Benchmark policy/regulatory reform framework incl. petroleum levy and windfall levy regime.
- Policy & regulatory framework Minerals: Benchmark policy/regulatory reform framework for mineral sector.
- Scenario analysis: Study on impact of global disruption events, energy transition and price trends on sector financial health.
- Petroleum sector subsidies: Quantification of subsidy cost/deadweight loss and rationalization recommendations.
- Investments & transactions: Valuation, due diligence and financial recommendation on investment transactions.
- The incumbent will get the agenda initialed for the board meetings of **PSOCL/PSO AE, PRL** and **PARCO** from the Minister and Secretary at least three days before the scheduled meetings. The incumbent shall also share the outcome of the meetings within three days with the Minister and Secretary.
- Additionally, the incumbent will also attend all meetings being attended/chaired by the Minister/Secretary Petroleum/Special Secretary/Additional Secretaries and will provide all necessary support.

Reporting Channel: Consultant Financial Analyst shall report to Additional Secretary (Policy) through Energy Strategy and Technical Advisor.

BASELINE PERFORMANCE CREDENTIALS OF CONSULTANT FINANCIAL ANALYST (SPPS-II)

1. Quality of Financial Advice – Sound, independent and actionable financial advice on petroleum and mineral-sector policies, projects, investments and transactions.
2. Financial Modelling & Analytical Capability – Ability to undertake robust financial modelling, cost-benefit analysis, scenario analysis, valuation and risk assessment.
3. Pricing & Subsidy Analysis – Quantification of costs, subsidies/deadweight losses and pricing impacts, with practical recommendations for rationalization and improved economic efficiency.
4. Policy & Regulatory Analysis – Development of evidence-based recommendations on petroleum and mineral-sector fiscal/policy frameworks, including petroleum levy and windfall levy regimes.
5. Investment & Transaction Assessment – Competent financial due diligence, valuation and risk assessment of investment proposals and transactions, with clear recommendations for decision-makers.

6. Decision Support – Preparation of concise, accurate and decision-oriented financial briefs, presentations, Board agenda inputs and support for Ministerial/Secretarial meetings.
7. Timeliness & Responsiveness – Compliance with prescribed timelines, including 3-day turnaround for Board agendas and Minutes, and timely response to priority financial assignments.
8. Value Addition – Demonstrable contribution through identification of financially sustainable options, cost efficiencies, investment opportunities and measures to strengthen the financial health of the petroleum/mineral sectors.

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E. LEGAL CONSULTANT (MINERALS) (SPPS-II)

The Legal Consultant (Minerals) (SPPS-II) will provide legal and regulatory support to the on in complete chain of petroleum and mineral sector matters. The incumbent will assist the Minister/Secretary/Special Secretary/Additional Secretaries in legal matters relating to the Petroleum Division including:

- Provide expert legal advice on gas sector activities, including exploration, transmission, LNG
- operations, and distribution, ensuring compliance with applicable regulatory frameworks,
- environmental laws, and contractual obligations while supporting secure, transparent, and
- investor-friendly management of Pakistan's natural gas sector.
- Draft, review, and negotiate contracts, concession agreements, PPPs, joint ventures, and other sector-related legal instruments.
- Advise on petroleum, gas, mining, environmental, and regulatory laws to ensure compliance with applicable legal frameworks and policies.
- Review and analyze investment proposals, licensing frameworks, and sector reform initiatives from a legal and regulatory perspective.
- Assist in development and implementation of sector policies, regulatory reforms, and investment frameworks
- Conduct legal and regulatory risk assessments and recommend mitigation measures.
- Coordinate with government ministries, regulators, state-owned entities, and private stakeholders on sector-related legal matters.
- Support negotiations, inter-ministerial committees, and dispute resolution proceedings relating to petroleum and mineral sector issues.
- Prepare legal opinions, policy briefs, reports, and presentations for Minister/Secretary/Special Secretary/Additional Secretaries.
- Monitor international legal and regulatory developments in the petroleum and mineral sectors to support policy harmonization and sector modernization
- Periodic review and improvement of Case Management System (CAMS) in coordination with the Legal Wing of the Petroleum Division.
- The incumbent will get the agenda initialed for the board meeting w.r.t **GHPL, Mari Energies/Mari Minerals/Sky 47** from the Minister and Secretary at least three days before the scheduled meetings. The incumbent shall also share the outcome of the meetings within three days with the Minister and Secretary.
- Preparation of the Presentation for the PM Office relating to Legal issues
- Additionally, the incumbent will also attend meetings being attended/chaired by the
- Minister/Secretary Petroleum/ Special Secretary/Additional Secretary Policy on matters pertaining to Legal issues and will provide all necessary support including preparation of MOM.
- Any other assignment/task as may be assigned by the Minister/Secretary from time to time.

Reporting Channel: Legal Consultant (Minerals) shall report to Additional Secretary (Policy) through Energy Strategy and Technical Advisor.

BASELINE PERFORMANCE CREDENTIALS OF LEGAL CONSULTANT (MINERALS) (SPPS-II)

1. Quality of Legal Advice – Sound, independent, timely and actionable legal advice on petroleum, gas, minerals, mining, environmental and regulatory matters.
2. Legal & Regulatory Analysis – Ability to interpret and critically assess applicable laws, rules, policies, contracts and regulatory frameworks and identify legal risks and implications.
3. Contracts & Transactions – Demonstrated capability in drafting, reviewing and negotiating contracts, concession agreements, PPPs, JVs, licensing arrangements and other sector-related legal instruments.
4. Regulatory Reform – Provide practical legal recommendations to strengthen regulatory frameworks, facilitate investment and ensure transparency, compliance and protection of government interests.
5. Risk Management – Early identification of legal, contractual and regulatory risks and provision of practical mitigation strategies.
6. Decision Support – Preparation of concise, accurate and decision-oriented legal briefs, presentations, Board agenda inputs and PM Office presentations on legal matters.
7. Timeliness & Responsiveness – Compliance with prescribed timelines, including 3-day turnaround for Board agendas and Minutes, and timely provision of legal advice on priority matters.
8. Value Addition – Demonstrable contribution to resolving complex legal/regulatory issues, improving contractual arrangements and strengthening the legal framework governing the petroleum and mineral sectors.

F. CONSULTANT SDU (MR. SAAD ALAM)

Technical and commercial review of LNG/LPG infrastructure covering international benchmarking, optimal utilization and de-regulation studies and formulation of policy/regulatory recommendations including:

- Liquefied Gases (LNG & LPG): Analysis and benchmarking LNG and LPG supply chains, terminal capacity and market development plans and on LNG/LPG infrastructure utilization, tariff optimization and market development.
- Assist Minister/Secretary/Special Secretary/Additional Secretary Policy/DG (LGs) in matters pertaining LNG & LPG Policy and projects in the country.
- Assist Minister/Secretary/Special Secretary/Additional Secretary Policy DG (LGs) in matters relating to commercial technical and up-gradation of existing LPG schemes/Projects.
- Assist Minister/Secretary/Special Secretary/Additional Secretary Policy/DG (LGs) in matters relating to import of LNG and LPG.
- Overseeing the status of Prime Minister Office System (PMOS) and ensuring the completion and submission of all tasks assigned to Petroleum Division.
- The incumbent will get the agenda initialed for the board meeting w.r.t **PLL, SSGC LPG/AE** and **PPGL** from the Minister and Secretary at least three days before the scheduled meetings. The incumbent shall also share the outcome of the meetings within three days with the Minister and Secretary.
- Preparation of the Presentation for the PM Office relating to DG(LGs)
- Additionally, the incumbent will also attend meetings being attended/chaired by the
- Minister/Secretary Petroleum/ Special Secretary/Additional Secretary Policy on matters pertaining to LNG/LPG and will provide all necessary support including preparation of MOM.
- Any other assignment/task as may be assigned by the Minister/Secretary from time to time.

Reporting Channel: Consultant SDU shall report to Additional Secretary (Policy) through Energy Strategy and Technical Advisor.

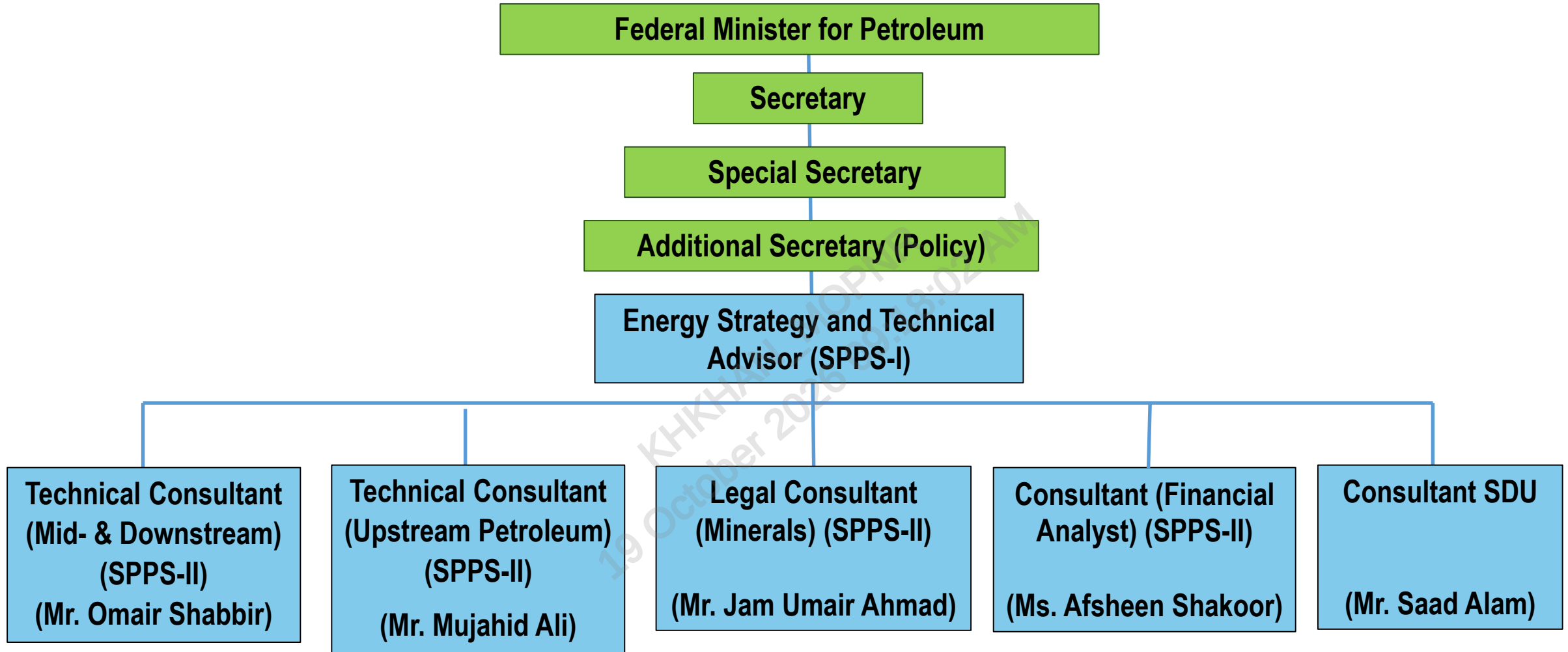
BASELINE PERFORMANCE CREDENTIALS OF CONSULTANT SDU

1. Quality of Technical & Commercial Advice – Sound, independent and actionable advice on LNG/LPG infrastructure, supply chains, projects, imports and market development.
2. LNG/LPG Sector Expertise – Demonstrated ability to analyze and benchmark LNG/LPG supply chains, terminal capacity, infrastructure utilization, tariffs and market-development models against relevant international practices.
3. Project & Infrastructure Assessment – Ability to assess existing and proposed LNG/LPG infrastructure and projects, identify capacity/utilization gaps, technical constraints and recommend practical solutions.

4. Policy & Regulatory Input – Provide well-supported recommendations on LNG/LPG policies, regulations, market development and de-regulation, with a focus on investment, efficiency and competition.
5. Import & Supply Analysis – Ability to assess LNG/LPG import requirements, supply arrangements, market conditions and associated technical/commercial implications and provide timely recommendations.
6. Project/ Scheme Upgradation – Provide effective technical and commercial advice for upgradation and optimization of existing LPG schemes/projects and identification of improvement opportunities.
7. Timeliness & Responsiveness – Demonstrated ability to respond promptly to urgent assignments and complete tasks within prescribed deadlines.
8. Value Addition – Demonstrable contribution towards improved infrastructure utilization, cost/tariff optimization, supply security, market development and efficiency of LNG/LPG operations

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SDU ORGANOGRAM



Note: In absence of Energy Strategy and Technical Advisor (SPPS-I), all consultants shall report to Additional Secretary (Policy).