Flowchart to Execute the Consultancy Projects under IIU Consultancy Policy 2022

Opportunity Identification by ORIC/BIC/the respective Expert (Consultant)

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Meeting of Consultant with Prospect Client in consultation with ORIC/BIC Representative: Define the Scope, Nature, Duration, Amount involved, mode & mechanism of payment(s) and timeline of Completion of the Consultancy Project

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Proposal must be initiated by submitting it to ORIC through Concerned Department

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ORIC/BIC will process/forward it to the VP (R&E)

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After VP's approval, an Approval Letter/NOC would be issued by ORIC/BIC

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In case of several payments based on deliverables, a separate consultancy project account (jointly operated with the signatures of the finance official and the Consultant) would be opened by the Finance Section

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Payments would be made as per the agreement and on the written request of the Consultant to ORIC/BIC

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| **Financial Approval may be required by the President, IIUI for the amount of more than PKR 0.5 Million** | **Financial Approval may be granted by VP (A&F), for the amount up to PKR 0.5 Million** |

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Upon Completion, the Consultant is required to submit a brief Project/Consultation Report to ORIC/ and BICC for the smooth ending of the Process

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ORIC/BIC will issue Payment Orders

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Finance Section will release payments upon the Payment Order