



EPA/SEC/O/260526/0055

**NOTIFICATION**

**489/PA/DG/EPA/2026**

**DELINEATION OF FUNCTIONS AND OPERATIONAL RESPONSIBILITIES OF  
ENVIRONMENTAL MONITORING CENTER (EMC) AND DIRECTORATE (DEVELOPMENT)**

In exercise of the powers conferred under Section 5(4) of the Punjab Environmental Protection Act, 1997, and in pursuance of administrative requirements, the delineation of functions / job descriptions of the Environmental Monitoring Center (EMC) and the Directorate of Development entrusted to supervise the work of development related projects / ADP Schemes are hereby notified:

**A. Functions of Environmental Monitoring Center:**

1. To act as the custodian of the provincial network of Air Quality Monitoring Stations (AQMSs) and Water Quality Monitoring Stations (WQMSs), including their operation, maintenance, calibration, data integrity, and performance management.
2. To assist the Director General, Environmental Protection Agency (EPA) in implementation and operationalization of the notified health advisory system for critical air pollution events through provision, interpretation, and dissemination of scientifically validated monitoring data and technical inputs.
3. To analyze data collected from air and water quality monitoring stations and issue reports on the format and at the frequency set by the Director General.
4. To carry out air quality modeling, including dispersion, photochemical, and receptor modeling.
5. To carry out surface water quality modeling using mathematical and geospatial models.
6. Utilization of remote sensing and GIS data for spatiotemporal trends analysis.
7. To conduct ambient Noise monitoring.
8. To carry out vehicle exhaust smoke meters performance check and comparison with class 00 (highest precision) analyzer as reference.
9. To conduct the quantitative and qualitative analysis of freshwater and agricultural wastewater.

10. To conduct analysis of water bodies and groundwater profiling for research and development purposes.
11. To carry out environmental laboratory analysis and testing services for the public and private sector on request
12. To suggest standardization of environmental methods to the Director General, where applicable
13. To carry out proficiency testing and other inter-laboratory testing exercises with the approval of the Director General EPA
14. To develop and validate new testing methods and provide reference materials and information regarding standard methods for testing.
15. To provide training to environmental Lab's operators with the assistance of Center for Knowledge Exchange & Policy Dialogue.
16. To perform any other duty, assignment, or function entrusted by the Director General EPA from time to time.
17. To provide data for State of Environment Report regarding:
  - a. Assessment of ambient air quality, surface water, groundwater, and soil quality, as extracted from the available monitoring data;
  - b. Assessment of spatial and temporal trends of pollutants in ambient environmental media, including identification of major contributing pollution sources and intensity patterns;
  - c. Assessment of environmental conditions and impacts based on ambient monitoring data for support in environmental planning, advisories, and regulatory decision-making.

#### **A. Functions of Directorate (Development)**

1. To act as the focal point and central coordination unit among EPA Directorates, EP&CCD, SP&IU, and the Planning & Development (P&D) Board for all ADP schemes related to the Environmental Protection Agency, Punjab.
2. To provide technical input and advisory support to all Directorates during the planning and execution of development schemes.
3. To assist in the preparation, review, and improvement of development project proposals including PC-I, PC-II, and other planning documents in accordance with applicable rules and guidelines.
4. To monitor the overall progress of development schemes, identify bottlenecks, and communicate issues to the concerned authorities for resolution and timely decision-making.
5. To facilitate effective communication and ensure timely sharing of information, data, and progress reports among all relevant stakeholders.

6. To liaise with SP&IU to ensure effective coordination regarding procurement progress.
7. To provide assistance to the Director General EPA in the evaluation and post-project review of ADP schemes to ensure transparency, accountability, and incorporation of lessons learned for future planning.
8. To perform any other task assigned by the Director General in relation to developmental coordination.



**(DR. IMRAN HAMID SHEIKH)**  
**DIRECTOR GENERAL**  
**ENVIRONMENTAL PROTECTION AGENCY**

**C.C.**

A copy is forwarded for information and necessary action to the:-

- 1) Secretary  
Environment Protection and Climate Change Department
- 2) Project Director SPIU , (SPnIU)  
Environment Protection and Climate Change Department
- 3) ***The Additional Director General (Imp & Ops), EPA Punjab***
- 4) Director , (Monitoring Laboratory and Implementation)  
Environmental Protection Agency
- 5) Director , (Administration and Monitoring)  
Environmental Protection Agency
- 6) Director , (Planning and Coordination)  
Environmental Protection Agency
- 7) Director EIA , (Environmental Impact Assesment)  
Environmental Protection Agency
- 8) Director , (Legal)  
Environmental Protection Agency
- 9) Director , (Development)  
Environmental Protection Agency
- 10) Director , (Environmental Monitoring Center)  
Environmental Protection Agency
- 11) Director , (Environmental Health, Dengue, Hospital and Hazardous Waste (EDH))  
Environmental Protection Agency
- 12) Deputy Director , (SAW)  
Environmental Protection Agency
- 13) Coordinator , (CKENPD)  
Environmental Protection Agency

- 14) Incharge IT Support , (Unit)  
Environmental Protection Agency
- 15) librarian , (EPA)  
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- 16) Personal Assistant , (PA To DG)  
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