



اداره تحفظ ماحول حکومت پنجاب
An ISO Certified Agency



GOVERNMENT OF THE PUNJAB
ENVIRONMENTAL PROTECTION AGENCY
EPA Green Building, Plot 110-H, College
Road, Gulberg-II, Lahore

Dated the 4th June, 2026

EPA/SEC/O/260604/0061

ORDER

498/PA/DG/EPA/2026

STANDARD OPERATING PROCEDURES (SOPs) FOR PATROLLING SQUADS TO CURB STUBBLE BURNING THROUGH QUICK RESPONSE UNITS

1. In order to maintain strict vigilance over the performance and operational efficiency of the Quick Response Units procured under the ADP Scheme titled "*Establishment of Environment Protection Force in 10 Zones of Punjab*", and deployed along motorways through the concerned Deputy Directors (Field), the following SOPs are hereby notified for implementation through designated patrolling squads operating on single-cabin vehicles.

2. The designated starting and ending points for the patrolling squads deployed along various motorway stretches shall be as follows:

Sr. No	Name of Beat Vehicle Deployed	Motorway (Section)	Length (Approx.)	Starting point	Ending Point	Office Responsible for the Management of Logistics and HR
1	Beat -1	M-2	106 KM	Ravi Toll Plaza	Pindi Bhatian Interchange	AD Hafizabad
2	Beat -2	M-11	136 KM	Sambrial Toll Plaza	Lahore Sialkot Motorway Interchange	Deputy Director (Field), Sialkot
3	Beat -3	M2	90 KM	Bhera	Pindi Bhatian Interchange	Deputy Director (Field), Sargodha

4	Beat -4	M-3	108 KM	Sharaqpur Interchange	Jaranwala Interchange	Deputy Director (Field), Nankana Sahib
5	Beat -5	-	-	Kot Rada Kishin	Depalpur bypass Road	Deputy Director (Field), Kasur
6	Beat- 6	M-4		Faisalabad Amin pur interchange	Pindi Bhatian Interchange	Deputy Director (Field), Faisalabad
7	Overall Monitoring	All	Complete	Surprise visits		DG EPA
8						ADG Ops
9						Incharge SAW

3. Standard Operating Procedures (SOPs):

- i. The overall incharge of efficient execution of the plan mentioned supra will be Additional Director General (Operations) EPA Punjab.
- ii. The ADG Ops shall suggest necessary alterations, including but not limited to the start / closure of the patrolling plan, to the Director General, EPA Punjab for informed decision making.
- iii. The Additional Director General (Operations) will generate periodic reports for the perusal of the Director General, about the anti-stubble burning operations.
- iv. The Director Development shall provide all the necessary logistic support and drivers as per provision of PC-I.
- v. The Director Admin will provide necessary HR (Inspectors & Field Assistants) for operationalization of said plan in consultation with Director Development.
- vi. The Incharge Strategy and Analysis Wing, EPA Punjab or his / her duly nominated officer will conduct surprise visits.
- vii. The Incharge Strategy and Analysis Wing, EPA Punjab shall keep the Director General EPA Punjab informed about the overall scenario prevailing in the field

viii. The Incharge ITSU will ensure that the reports duly generated by SUPARCO about fire anomalies are directly communicated to the office of the ADG Operations through email for informed decision making, well in time.

4. Mechanism of Follow of information shall be as follows:-

- i. Beat Patrolling staff shall upload all observed crop fire incidents on the Green Punjab Application & assign it to the concerned District focal person, duly nominated by the District Office.
- ii. While uploading the information (complaint), the following categories shall be selected:
 - a. Sector: Fire
 - β. Sub-Sector: Crops
- iii. All relevant details including location, photographs, and observations shall be uploaded on the said application.
- iv. The concerned district focal person shall be responsible for monitoring and resolving all complaints related to their district appearing on the Green Punjab Dashboard
- v. The said focal person shall ensure that all complaints assigned to the district are resolved at the earliest.
- vi. Resolution details, action taken, and supporting evidence shall be uploaded on the Green Punjab Application before closure of the complaint.
- vii. Incharge ITSU shall provide dashboard visibility/access to the ADG Ops as well as concerned District Incharge for monitoring total complaints, pending complaints, and resolved complaints.
- viii. In case any crop fire incident is directly identified & managed by the QRC/QRU teams during field operations, they will immediately inform their concerned district focal person.
- ix. The district focal person shall call EPA Helpline (1373) for recording fire anomalies/incidents identified in the area and action taken against it. The said information will also be made part of the record by the Incharge, IT Support Unit.

- x. All concerned officers/officials shall ensure timely reporting, monitoring, and resolution of crop fire complaints in accordance with these instructions.



(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
with the request to proceed for the M-Tag Registration of this Vehicle
- 3) ***The Additional Director General (Operations), EPA Punjab***
- 4) Director , (Administration and Monitoring)
Environmental Protection Agency
- 5) Director , (Development)
Environmental Protection Agency
- 6) Deputy Secretary (Technical) - EP&CCD , (Deputy Secretary (Technical) - EP&CCD)
Environment Protection and Climate Change Department
- 7) Deputy Director , (SAW)
Environmental Protection Agency
- 8) Deputy Director (Implementation) , (Implementation)
Environmental Protection Agency
- 9) ***All Deputy Directors (Field) / Assistant Director (Field), EPA Punjab***
- 10) ***The Deputy Director (Field) / Assistant Director (Field), EPA Punjab (Lahore, Shekhupura, Gujranwala, Faisalabad, Hafizabad, Sialkot, Sargodha, Nankana Sahib and Kasur.)***
with the direction to nominate focal person for anti stubble burning operation and share their details with the offices of the DG, ADG (ops), Incharge SAW, Incharge ITSU
- 11) Incharge IT Support , (Unit)
Environmental Protection Agency
- 12) librarian , (EPA)
Environmental Protection Agency
with the direction to upload on E-Library
- 13) Personal Assistant , (PA To DG)
Environmental Protection Agency