



No-290/PA/DG/EPA/2025
ENVIRONMENTAL PROTECTION AGENCY
GOVERNMENT OF THE PUNJAB
National Hockey Stadium, Gate No. 08
Gaddafi Stadium Complex, Lahore
Dated: 16/07/2025



To,

The Deputy Director (Laboratories),
Lahore, Sheikhpura, Faisalabad, Gujranwala, Sialkot,
Multan, Rahim Yar Khan, Rawalpindi, EPA Punjab

Subject: Key Performance Indicators and Scoring Criteria of EPA Laboratories

Kindly refer to the subject noted above.

To streamline official operations, ensure optimal use of available human resources, and strengthen environmental monitoring across Punjab, monthly operational targets have been assigned to each EPA laboratory based on their staff strength. This approach is designed to enhance laboratory output, directly evaluate the performance of officers, and contribute to improved air, water, and overall environmental quality by enabling timely detection of pollution sources and effective regulatory enforcement.

2. The performance of the laboratory officers will be evaluated based on the Key Performance Indicators (KPIs) and shall be represented in terms of score. The overall monthly performance evaluation criteria of laboratories and their officers is as follows:

Sr No.	Lab District	Total HR	Monthly Targets			
			Total Fuel Quality Testing	Total Surface Water/waste water Samples	Total Stack Emission/smoke opacity	Total Vehicle Checks
1	LHR	12	20	35	20	120
2	MLTN	7	20	25	08	80
3	FSD	6	-	25	10	80
4	SKP	6	-	25	10	80
5	GJW	4	-	15	08	80
6	RWP	4	20	12	05	50
7	RYK	4	-	12	08	50
8	SLKT	3	-	10	08	30

3. The deputy director Lab shall ensure arrangement of funds, utilization of funds, arrangement of repair and maintenance of lab equipment, chemicals, glassware, maintenance of file records related to SMRs through sample ID register, lab test analysis, results register, complete

record of SMRs and its follow up reports, POL etc. required for purpose of testing/monitoring and capacity enhancement of laboratory.

4. For performance evaluation, following score is assigned against each parameter:

Scoring Criteria:

Sr#	Parameter/KPI	Marks per sample/unit/activity
1.	Waste Water Sample Analysis Report	2
2.	Surface Water Sample Analysis Report	1
3.	Stack Emission/Smoke Opacity through Ringlemann scale	0.5
4.	Flue gas emission testing from stacks	2
5.	Industrial Noise Monitoring (complaint based)	1
6.	Ambient Noise	0.5
7.	Vehicle Emission Testing	1 for 15 No. of vehicles (zero if below 15)
8.	Fuel Quality Testing (LHR, RWP and MLT lab)	1 per filing station*
9.	Weekly district wise AQI report (every Friday) in areas of jurisdiction including trends, graphical representation and concrete findings for policy decisions	3
10.	Any other lab relevant activity for example:	
	<ul style="list-style-type: none"> • Participation in joint committee visits, • Special assignments or field investigations • Execution of research studies independently or in collaboration 	1
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*Lab may collect two or more samples from a filling station.



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