

HELENA IQBAL SAEED

EXPERIENCE:

FOREIGN SERVICES OF PAKISTAN

(1991-1996)

- Section Officer, International Conference & Commonwealth (IC&CW)
- Section Officer, Iran
- Section Officer, Commonwealth of Independent State (CIS)

Nature of Work:

- Political analysis, preparation of drafts and briefs, consular work protocol duties and public dealing.

POLICE SERVICE OF PAKISTAN (1996 to date)

Assistant Superintendent of Police (ASP) Under Training, Jehlum (02-06-1997 to 13-02-1998), I received practical on job training in the field, worked as Assistant Superintendent of Police, Headquarters and Assistant Superintendent of Police Traffic and also carried out investigation and performed various duties.

ASP Headquarters & Sub-Divisional Police Officer SDPO, Saddar Beruni, Rawalpindi (14-02-1998 to 02-10-1998), I looked after the police lines, personnel and administration. As SDPO Saddar Beruni & Women Police Station dealt with urban and rural crime cases and supervised the external security arrangements of Central Jail (Adiala).

ASP Security (03-10-1998 to 28-01-2000), I dealt with security of VVIPs police Verification & Character Certificates, Office correspondence relating to the Senior Superintendent of Police, Islamabad Office.

ASP Development & SDPO Women Police Station, Islamabad Capital Territory (29-01-2000 to 30-01-2002), my job was to supervise development projects at the district level and liaise with various departments regarding progress and completion of these projects. As SDPO, I dealt with cases of domestic violence/disputes, theft, abduction of females, rape, incest, child abuse. My responsibility also included administration and discipline of the female police force. I worked with destitute women and children who were also psychologically distressed. These women and children were frequently brought to the Women Police Station in Islamabad, and their problems were solved with the collaboration of different NGO's.

Superintendent of Police (SP), Supreme Court & Investigation (2002), my job was to maintain the security of the Supreme Court of Pakistan and the Judges of the Supreme Court, supervision of all cases relating to property and persons of the districts. Overall, in charge of Forensic Lab, Criminal Record Office and Evidence Recovery Team.

Deputy Director National Police Bureau (Feb-2003 to Nov-2005), I was entrusted the task to lay the ground work for the establishment of the National Public Safety Commission, supervision of the progress of District Public Safety Commissions throughout the country. Handling capacity buildings projects and training of police officers.

Superintendent of Police, Traffic (10-4-02 to 14-02-03) & (16-11-05 to 13-6-07), I had the responsibility of supervising the Islamabad Traffic Police, which included overall management of the traffic, training of newly recruited police force and introduction of Motorway Police model for effective management.

Assistant Inspector General (AIG), General, ICT (14-06-2007 to 06-03-2009), I had the responsibility for Supervision of Accounts, welfare of police personnel, development projects of Police, Motor Transport, Telecommunication and management of official accommodation. Drawing and Disbursing Officer of Islamabad Police

AIG Operations, ICT (28-05-2009 to 28-08-2009 and (16-09-2009 to 10-03-2010), I was holding the responsibility of Staff Officer to IGP, Appraisal of security, Monitoring of Law and Order. Analysis of crime and traffic violations. Liaison with related branches. Dissemination of operational orders of the IGP to concerned officers, to initiate studies relating to crime, security and law and order issue.

AIG Vigilance (29-05-09 to 15-09-09), ICT, I was attending to the Internal Affairs of the Department by identifying negative practices and procedures. Monitoring police performance, Inspection of Police stations and other Police units. Monitored progress of implementation of SOP's.

AIG, Special Branch (11-03-10 to 01-12-11), my responsibilities included Collection of advance intelligence as per requirement of the police related to political personalities and events, religious organizations, students, foreigners and foreign security. This assignment also included responsibilities of security of VVIP routes and venues, supervision of Bomb disposal squad, inner security of the Parliament House during sessions and survey of key installations.

Deputy Inspector General (Director Gender Crime Cell & Projects) at National Police Bureau (22-12-2011 to 22-10-2013), I was assigned the task of Supervision of the Gender Crime Center (GCC) which dealt with the cases of violence against women and provides adequate law enforcement to gender-bases crimes. GCC gathers, collate and analyzes data in cases of violence against women, especially of gang rape, rape, abduction, kidnapping and karokari.

I also dealt with the National Police Bureau's IT Projects i.e. Nationwide Integrated Trunking Radio System (NITRS), Pakistan Automated Fingerprint Identification System (PAFIS), Police Record Office Management Information System (PROMIS), Non-intrusive Vehicle Inspection System (NVIS)

Deputy Inspector General (Training and Evaluation), National Highways and Motorway Police (23-10-2013 to 08-02-2015), I supervised all training activities of the Police Training College, Sheikhpura. Ensured Timely processing of cases for organizing the promotional, professional and recruit courses at Police Training College, Sheikhpura. Helped devise National Highways & Motorway Police Training Policy 2015. This policy aimed to outline measures standardizing training, honing professional skills, leadership qualities and decision-making abilities of NH&MP officers. This policy emphasized on developing professional competence, social responsiveness and service-oriented policing maintaining the core values of Honesty, Courtesy and Help.

Deputy Inspector General (Operations), National Highways and Motorway Police (09-02-2015 to 09-06-2015), I analyzed all kind of crimes, accidents/ road crashes, enforcement, traffic volume and helps on National Highways & Motorways. Followed up of crime and accident cases occurred on National Highways & Motorways. Examined monthly, quarterly & six-monthly accident reports by assessing the data and devised various methods/ strategies to control accidents & crimes. Evaluated Performance of the NH&MP Patrolling Officers and their conduct/ attitude/ behavior with road users/public.

Deputy Inspector General (Headquarters), National Highways and Motorway Police (10-06-15 to 10-8-17), I was Supervising all financial matters of CPO (HQ),

NH&MP including preparation of development and non-development budget estimates/NISs, appropriation and re-appropriation of accounts, proposals for sanction of expenditure, proposals for delegation of financial powers. Responsibilities also included supervision of the Human Resource Management of NH&MP i.e. Career planning recruitment, promotions, discipline, welfare of NH&MP personnel. During this tenure, I also designed and supervised development schemes at NH&MP in coordination with Ministry of Communications, National Highway Authority, Finance and Planning Commission. In addition to managing all logistics of NH&MP, the position also required supervision and monitoring of all the legal matters/issues related to courts, tribunals and ombudsman's office.

Secretary/Director, National Police Foundation (11-8-2017 to 4-2-2019), I supervised the work relating to the Housing Directorate, Security Directorate, administration, and legal matters.

Senior Joint Secretary, ICT and Development (4-2-19 to 3-5-19), I looked after the ICT police and the Islamabad Municipal Corporation, I was also supervising all the development projects of the Law Enforcement Agencies across the country. My duties also entailed liaison with the Supreme Court of Pakistan and the Parliament over state business relating to the Ministry of Interior.

Police Commissioner UN Mission in Sudan (10-08-22 to 10-08-23)

I was heading the Police Advisory Unit mandated to assist and support the capacity building of the Sudanese Police Force with an aim to ensure peace and stability to a transitioning government, by prioritizing the protection of civilians.

EDUCATION

Master's in English Literature

University of Punjab, Lahore.

BA (Major in Economics, Political Science, English Literature)

PROFESSIONAL TRAINING

Common Training Program, (1991-1992)

Civil Service Academy, Lahore (1991-1992)

- MAJOR SUBJECTS: - Public Administration, Economics, Information Technology.

Specialized Training Program, (1992-1993)

Foreign Services Academy, Islamabad

- MAJOR SUBJECTS: - International Law, International Politics, International Economic, Diplomacy.

Specialized Training Program, (1996)

National Police Academy, Soan Camp, Islamabad

- MAJOR SUBJECTS: - Police Administration, Criminal Justice System, Criminal Law.

Language Training, (Feb-1994)

Basic Russian Language Course

- National Institute of Modern Languages, Islamabad.

COURSES

Courses in Foreign Trade (July-1992)

- From Foreign Trade Institute of Pakistan, Islamabad.

Office Management Courses (Nov-1992)

- From Secretariat Training Institute, Islamabad

Course in Information Technology (Nov-1995)

- From Ministry of Foreign Affairs.

Workshop on Criminal Justice System (April-1998)

- At District level.

Cultural Exchange Program (1995)

- JICA, Japan

Workshop on Communication Skills (2002)

- At NIPA, Karachi.

Course on Role of Media and Public Services (Feb-2004)

- At NIPA, Lahore.

Course on Negotiation Skills (2004)

- At NIPA, Lahore.

Course on Gender and Development (April-2004)

- At National Center for Rural Development & Municipal Administration, Islamabad.

Course on Hostage Negotiation (May-2005)

- At National Police Academy, Islamabad by ICITAP

Course on mentoring Subordinates (June 2005)

- At National Police Academy, Islamabad by ICITAP

Course on Managing High Profile Incidents (November-2006)

- At National Police Academy, Islamabad by ICITAP

Course on Interview & Interrogation (27th Nov to 02nd Dec-2006)

- At National Police Academy, Islamabad by ICITAP

Senior Management Course (13th September 2010 to 19th January 2011)

- At National School of Public Policy, Lahore.

National Security and War Course 2017 (8th August to 13th January (2016-17)

- At National Defense University, Islamabad.

SAARC REGIONAL SEMINAR: - On trafficking of women & children (1999)

- Katmandu by Nepal Police.

AWARDS

Canberra, Australia (October-2002)

- As member of the International Women Police Association, I was selected for an award for the “**BEST POLICE WOMEN OF THE YEAR-2002**”, from amongst participants from 75 countries.

Women Chamber of Commerce and Industry, Lahore. (2019)

- Laurels of Honor Award.

Fatima Jinnah Medal (31st July 2006)

- Received the prestigious Fatima Jinnah Medal for outstanding achievement and gender empowerment.

Sitara e Imtiaz medal (2023)

CONFERENCES

Kabul (21st to 25th Oct 2007)

- Attended the first Muslim Police Women’s Conference in Kabul as one of the principal speakers. Highlighted the role of Pakistani women and Policewomen. I was invited at the behest of the Afghan Government and Canadian Police.

First National Women Police Conference Islamabad, Pakistan, April (6-7 2011)

Second International Islamic Women Police Conference Islamabad, Pakistan, (November-2011)

First Asia Region Women Police Conference Dhaka, Bangladesh, March (07-08 2012)

Second National Women Police Conference Lahore, Pakistan, November (12-13 2012)

The 8th Australasian Women & Policing Conference, Adelaide, Australia (25-28 August-2013)

FORUM MEMBERSHIPS

National Women Police Network

International Gender Responsive Police Network.

ICT and KPK chapter of Pakistan of the International Police Association.