



**PROCEEDINGS OF THE (544<sup>TH</sup>) MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 23<sup>RD</sup> JULY, 2022**

**Agenda Item No.2**

**ATR on the decisions taken in the meeting held on 30<sup>th</sup> June, 2022**

(i) **Matter related to Website of the Society :**

**Decision :** It is decided that subcommittee will check the functionality of the website and if found suitable approve the balance payment. However, website may be officially launched on 15<sup>th</sup> August, 2022 after flag hoisting.

**Work Programme for the year 2021-22 and 2022-23 :** Progress of Work Programme was explained to the House as follows :-

- 1) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement:** Secretary intimated that emergency work on structure safety may be undertaken and post-facto sanction of the AGM may be taken based on report of the Technical Committee as and when there is an emergency like situation as in the staircase of Block 7 or beam of Block 1. **(Action : S/Shri Amitav Nandy, Saroj Sarka & Secretary)**

**Decision. This proposal was unanimously accepted by all.**

- 2) **Review the existing guidelines for contractors for undertaking renovation of Society flats :** The draft prepared by the President was accepted with very minor changes.

**Decision, It was resolved that the SOP will be adopted with modifications as suggested. Secretary will issue the SOP and will ensure its implementation.**

- 3) **Matter related to FAR Sub-Committee :** Secretary informed that FAR sub-committee explored the possibilities of extension and recommend a suitable plan and a reputed Architect. The architect will give a presentation on the plan of extension for BLOCKS 1, 2 and 3 on 24/07/2022 (Sunday) at 11:00 AM at Block No. 1. The presentation will be followed by two more presentations covering all Blocks. A Feedback Form for taking the opinion from Members / Residents has also been circulated.

Shri Chankya Bora, the Architect has requested vide his email dated 19/07/2022 for a payment of Rs. 60,000/- plus 18% GST for cost incurred by him so far.



If the job is awarded to Mr. Bora, this amount may be deducted from his 1st RA Bill. In view of the fact that now Managing Committee has asked him to give presentation and make necessary correction in the drawings, the amount may be approved. It is pertinent to mention that GB held on 05/12/2021 had approved an amount of Rs. 2 lakhs for this work (page no. 13 of Minutes of AGM refers).

**Decision : MC unanimously approved the amount for payment.**

**Agenda Item No. 3**

**Take on record the Provisional Accounts of the Society for the month of June, 2022 (1<sup>st</sup> April, - 30<sup>th</sup> June, 2022).**

The Provisional Income & Expenditure Accounts as on 30<sup>st</sup> June, 2022 were circulated and discussed.

**Decision : The Accounts for the month of June, 2022 was approved unanimously by all members.**

**Agenda Item No. 5**

**Matter related to Nominations.**

A List of 7 nos. of proposed nominations was circulated by the Secretary and provisions of Delhi Co-operative Societies Rules 2007, Rule 30 was made known.

**Decision. Managing Committee approved the nominations unanimously.**

**Agenda Item No. 7**

**Any other matter with the permission of the Chair.**

- (1) **Permitting a portion of basement of Block-1 for dance classes :** Secretary informed that Shri Deep Sarkar, flat no. 355 has requested for a small space in basement of block-1 which will be demarcated by moveable wooden partition for use of conducting dance classes twice a week for 3 – 4 hours. He will pay a compensation of Rs. 1,500/- per month to the Society for this purpose. All arrangements of partition etc. will be done by him at his own cost.

**Decision : (i) MC approved the proposal.**

- (i) **It was also decided to review the agreement regarding “Dance Room” at the basement of Block No. 4 with Mr. Barua.**



- (2) **Zoloto Valve** : Secretary said that as many as 20 zoloto valves of water supply pipeline has become defective. The price of zoloto valve or its equivalent varies from Rs. 3,000 – Rs. 4,000. Although, we are still trying to get these valves repaired, we must keep a provision of Rs. 80,000/- for changing of valves, if required.

**Decision : The Managing Committee approved the suggestion.**

- (3) **Additional Room for Puja** : Secretary informed that we have received request from senior members of the Puja Committee for construction of an additional room in the basement of block-7. The same may be considered.

**Decision : The Managing Committee unanimously accepted the proposal.**

- (4) **Engagement of Gardner during Puja** : Secretary intimated that the services of Shri Dilip Singh, Gardener, is required every year for Durga Puja related activities. During this period Dilip is not available for this normal duty. He is also paid handsomely by the Puja Committee. In view of above, it is proposed that he will be given leave without payment for this period as asked by the Puja Committee.

**Decision : The Managing Committee unanimously approved the suggestion.**

- (5) **Request for 2<sup>nd</sup> Car Parking** : Secretary informed that a request was received from tenant Shri Satbir Singh (Flat No. 166) for parking of second car. For inside parking, we are charging Rs. 1,500/- per month.

**Decision : It was decided to allow him to park his 2<sup>nd</sup> car by paying a parking fee of Rs. 50/- per day.**

- (6) **Special Permission for Dog** : Secretary intimated that a request received from flat no. 135 to allow her to use park for her trained dog.

**Decision : The Managing Committee unanimously decided not to accede to the request.**

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**PROCEEDINGS OF THE (543<sup>RD</sup>) MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 30<sup>TH</sup> JUNE, 2022**

At 7-30 pm a power point presentation was given to all members by Shri Raman Kheterpal, Flat No. 313 on the new website of the Society. After the presentation, during discussion, the following points emerged :-

- (i) Dakshinayan Logo is to be changed to existing one.
- (ii) "Welcome Dakshinayan" Text to be given
- (iii) Testimonial from 3 residents (other than MC Members) to be provided
- (iv) Photographs of all MC members to be given

Managing Committee members appreciated the domain name which is www.delhiepd.com.

Shri Raman Kheterpal intimated that renewal charges of the domain will be around Rs. 5,000 / year.

**Decision. All members unanimously approved his quotation of Rs. 24,542/- plus 18% GST, annual charges and an advance of 50% to Shri Raman Kheterpal.**

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Secretary requested the President to readout and explain all members the contents of draft submission forwarded by Shri Ankur Arora, Legal Adviser in Appeal No. 122/2015/DCT (titled Bimal Kumar Jana Vs Delhi EPDP CGHS Ltd & Ors), scheduled on 4<sup>th</sup> July, 2022.

The President readout the same and explained minor details to all members.

**Decision : All MC members unanimously approved the draft and requested the Secretary to forward the same for submission at Delhi Co-operative Tribunal.**

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**Agenda Item No.2**

**ATR on the decisions taken in the meeting held on 21<sup>st</sup> May, 2022**

- (ii) **Plastering and Painting of Rear Wall of Tiny Tulip School** : Secretary intimated that a quotation of paint was received from AB Associates. Shri Shyam Ghosh felt that the quoted rate is too high. He said that he would get the stencil from Shri Suddhasattwa Basu and get the painting done at a lower cost.

**Decision : It was decided that there will be a separate meeting on this point after 15-days. By then Shri Shyam Ghosh should align stencil and the painter accordingly. Work could start after monsoon.**

**Work Programme for the year 2021-22 and 2022-23** : Progress of Work Programme was explained to the House as follows :-

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2) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement:** Secretary informed that the tender box was opened on 25/06/2022. Following were present :-

- (i) Shri Saroj Sarkar
- (ii) Shri Prabir Sanyal
- (iii) Shri Tapan Kumar Banik

Two bidders as below participated in the tender. Their quotes are as under :-

- (1) M/s. Anil Kumar Sharma : Rs. 1,32,41,075/-
- (2) M/s. SRK Infratech : Rs. 1,42,83,062/-

Secretary intimated that the Technical Committee will further go into the details of the bids and brief the Managing Committee accordingly.

4) **Matter related to formation of Durga Puja Committee 2022 :** Shri Prabir Sanyal submitted a list of Puja Committee. The same was also read out by him to all members.

**Decision : All members unanimously approved the list which is attached at Annexure-A.**

### **Agenda Item No. 3**

**Take on record the Provisional Accounts of the Society for the month of April, 2022 (1<sup>st</sup> April, - 31<sup>st</sup> May, 2022).**

The Provisional Income & Expenditure Accounts as on 31<sup>st</sup> May, 2022 were circulated and discussed.

**Decision : The Accounts for the month of April, 2022 was approved unanimously by all members.**

### **Agenda Item No. 5**

**Matter related to Nominations.**

A List was readout by the Secretary and provisions of Delhi Co-operative Societies Rules 2007, Rule 30 was also read out.

**Decision :** The Managing Committee approved all Nominations except for Membership No. 613, Flat No. 445 and Membership No. 478, Flat No. 764 and the Secretary was empowered to scrutinize these two applications for its validity. These will be forwarded to RCS only if it is acceptable as per the Rule prevalent on the subject.





**Agenda Item No. 6**

**Any other matter with the permission of the Chair.**

- (i) **Pest Control** : Secretary intimated that two quotations for Pest Control was received as follows :-

- (i) 24 X 7 Facility : Rs. 19,000 / year plus 18% GST  
(ii) Snehang Pest Control : Rs. 42,000 / year plus 18% GST

24 X 7 has been providing pest control services to our Society for several years. However, both S/Shri Syamal Das Sarma and Shyam Ghosh were critical about the quality of their services and insistence for payment of full amount in advance is not justified.

**Decision : It was decided that S/Shri Syamal Das Sarma and Shyam Ghosh will however explore the possibility of getting new quotations suitable for the Society. The progress will be reviewed after 15-days. (Action: S/Shri Syamal Das Sarma, Shyam Ghosh and Tapan Kumar Banik)**

- (ii) **Outstanding Dues** : Secretary intimated that as on 31/05/2022 the total outstanding was Rs. 6,27,055/- from the members/residents. The entire list was reviewed. The following points came to the light :-

- (a) Many members are not capable to reading the ledger.  
(b) Many also did not read the emails forwarded to them.

In view of the above, the following has now been done :-

- (i) A stamp is being put in bills giving the details of outstanding dues.  
(ii) Personal contact is being made by the Joint-Secretary and the Treasurer.

The pruned defaulter's list will now be put up block wise by 20<sup>th</sup> July, 2022.

**Decision. The proposal was approved by all.**

- (iii) **Proposal of Grocery Store** : Secretary informed that Smt. Sunita Singh, Flat No. 804 wanted to open grocery store within the Society premises.

**Decision: The Managing Committee unanimously rejected the proposal.**

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**PROCEEDINGS OF THE (542<sup>ND</sup>) MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 21<sup>ST</sup> MAY, 2022**

**Agenda Item No.1**

**Confirmation of the proceeding of the Meeting of the Managing Committee held on the 23<sup>rd</sup> April, 2022.**

The minutes of the meeting dated 23.04.2022 was unanimously confirmed by all.

However, the decision taken in last meeting to review the existing guidelines for contractors for undertaking renovation of Society flats.

**Decision: It was decided that the President and Shri Saroj Sarkar will prepare a draft for the same. (Action : President & Shri Saroj Sarkar)**

(iii) **Transfer of Ownership Right of Website:** Secretary informed that one source has been given by Shri Amitava Nandi. The same is being explored. Shri Prabir Ghosh suggested another source.

**Decision : It was decided all sources will be explored and quotation obtained.**

(iv) **Fire Fighting System :** Secretary intimated that out of 167 nos. fire-extinguishers 47 have been duly refilled from M/s. K.D. Enterprises. 117 nos. have been found serviceable and 03 nos. have been found unserviceable (rejected). **(Action : Shri Shyam Ghosh)**

Shri Shyam Ghosh expressed his dissatisfaction on quality of repair.

Secretary intimated that he is free to accept / reject / go to another vendor / or take any other decision to complete the task which is most important.

**Work Programme for the year 2021-22 and 2022-23 :** Progress of Work Programme was explained to the House as follows :-

3) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement:** Secretary intimated that an advertisement has been published in Hindustan Times on 18<sup>th</sup> May, 2022. Tender Documents & BOQ are ready for dispatch.

5) **Grit Repairs:** Secretary informed that a minor mishap has happened. Grit of Block No. 1 has fallen in presence of Shri Pankaj and mason and has damaged 01 AC and few shades.

Secretary further intimated that Shri Jahar Lal Chowdhury has asked for compensation for both repair of AC & shed.



After prolonged deliberation the following was decided :-

**Decision:** In the event of giving any compensation, it will open a pandora's box. Hence, the matter should be taken-up during General Body Meeting.

- 6) **Convex Mirror:** Secretary intimated that 02 Nos. convex mirrors have been purchased for Rs. 5,300 + GST. This will be now positioned in front of Gate No. 2.

**Decision :** All members unanimously approved the purchase & placement.

- 7) **GYM :** Secretary informed that Shri Prabir Ghosh and Shri Prabir Sanyal negotiated with Iron Lifters and negotiated amount has been received. The Gym has reopened. **(Action : S/Shri Prabir Ghosh & Prabir Sayal)**

**Decision :** All members unanimously approved the action.

**Agenda Item No. 3**

**Take on record the Provisional Accounts of the Society for the month of April, 2022 (1<sup>st</sup> April, 2022 to 30<sup>th</sup> April, 2022).**

The Provisional Income & Expenditure Accounts were circulated and discussed.

**Decision :** The Accounts for the month of April, 2022 was approved unanimously by all members.

**Agenda Item No. 6**

**Matter related to calculation of Late Payment Charges on due amount as of 31.03.2022.**

Secretary informed that a quotation of Rs. 10,000/- has been received from Shri H.K. Dua & Company as fees for this job. Smt. Ratna Ghatak was made the focal point to explore possibility of calculating late payment charges ourselves.

**Decision :** The amount was approved for payment unanimously by all the members.

**Agenda Item No. 7**

**Matter related to Security Services.**

Secretary intimated that an application for increase of contractual amount has been received from Sunrise Security Services.

**Decision :** All members unanimously approved 5% increase only.





**Agenda Item No. 9**

**Matter related to formation of Durga Puja Committee 2022.**

Secretary intimated that a new, young & innovative Puja Committee may be formed well in advance, giving adequate time for planning.

**Decision :** It was decided that Shri Prabir Ghosh will propose a Committee in the next meeting (Action: Shri Prabir Ghosh)

**Agenda Item No. 10**

**Matter related to the representation of Shri T.T. Adhikari, received through RCS.**

Secretary briefed the outlines of reply of Shri T.T. Adhikari's representation which came through RCS.

**Decision :** Managing Committee empowered the Secretary to send reply to RCS.

**Agenda Item No. 12**

**Any other matter with the permission of the Chair :-**

(iv) **Refund of Electricity Subsidy :** Secretary intimated that electricity subsidy of Rs. 11,84,628/- has been received from April, 2021 to March, 2022 from BSES. As per recommendation of Shri Ashim Krishna Saha and the Treasurer, the amount will be distributed amongst the residents. As before 1.79% will be deducted towards the fees paid to Auditor for certification of electricity subsidy. (Action: Shri Tapan Kumar Banik)

(v) **Loan to Shri Anil Saklani :** Secretary intimated the members that there is only one employee of Dakshinayan who has given his youth of last 27 years (since 1996) to the Society and maintained all its records. Court documents, correspondences and has gone through all ups and downs.

His daughter's marriage is in December and he has requested an advance of Rs. 1,00,000/- for the first time ever. This is to be repaid in ten instalments of Rs. 10,000/- each. He further said he will indemnify the Society by taking post-dated cheques from Anil Saklani.

**Decision :** All members unanimously approved an advance of Rs. 1 lakh as a very special case.

(vi) **Van Mahotsav :** Secretary proposed to celebrate Van Mahotsav. One row of trees will be planted by all Managing Committee members. Another row by seniors of the Society and children. Preparation will start by the concerned members from now on.

**Decision :** All members approved the idea unanimously.

**DAKSHINAYAN**



- (vii) **Purchase of Drain Covers :** Secretary informed that following three types of drain covers are proposed to be purchased for price mentioned against each :-

| Sl. No. | Description of Item   | Quantity (in Nos.) | Rate per piece (In Rupees) |
|---------|---|--------------------|----------------------------|
| 1.      | Supply of RCC Drain Cover of size 600 L x 550 W X 90 mm TH, with 4 holes, manufactured with M – 30 Grade of concrete & reinforced with 8 mm dia Tor steel @ 100 mm c/c both ways in single layer. | 20                 | 620.00                     |
| 2.      | Supply of RCC Drain Cover of size 500 L x 400 W X 70 mm TH, with 4 holes, manufactured with M – 30 Grade of concrete & reinforced with 8 mm dia Tor steel @ 100 mm c/c both ways in single layer. | 40                 | 330.00                     |
| 3.      | Supply of RCC Drain Cover of size 600 L x 450 W X 70 mm TH, with 6 holes, manufactured with M – 30 Grade of concrete & reinforced with 8 mm dia Tor steel @ 100 mm c/c both ways in single layer. | 30                 | 455.00                     |

**Decision : All members approved the purchase unanimously.**

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**PROCEEDINGS OF THE (541<sup>ST</sup>) MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 23<sup>RD</sup> APRIL, 2022**

**Agenda Item No.1**

**Confirmation of the proceeding of the Meeting of the Managing Committee held on the 10<sup>th</sup> March, 2022.**

The minutes of the meeting dated 10.03.2022 was unanimously confirmed by all.

- (v) **Matter related to Pay Parity, Service Rules and Interim Relief for the Financial Year 2021-22 :**
- (i) **Shri Abhijit Acharya will be expedited for reply on minimum wages in the light of previous letter :** Secretary intimated that Shri Abhijit Acharya has re-confirmed his stand on minimum wages for Co-operative Group Housing Societies. The point may be closed.

**Decision : All members unanimously approved to close the issue.**

**DAKSHINAYAN**



- (vi) **Transfer of Ownership Right of Website:** It was decided that a meeting will be held with Shri Nikhil Sinha, S/o Shri Sinheshwar Sinha, Flat No. 236 to explore the possibility of opening a new website of the Society as M/s. Braininfobase (serviced by Shri Dilip Das) has not resolved the issue after repeated reminders and calls.

**Decision :** All members unanimously approved the idea.

**Work Programme for the year 2021-22 and 2022-23 :** Progress of Work Programme was explained to the House as follows :-

- 4) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement:** Shri Amitava Nandi and Shri Saroj Sarkar explained the status. It was decided that :-
- (a) Fresh tender with amended BOQ will be published.  
(b) PV Clause will be incorporated to counter market fluctuation.
- 8) **Repairs to Road (on-going) :** Secretary informed that one area adjacent to Block No. 6 has been identified for repair He suggested that repair of the same may be undertaken.

**Decision :** It was decided that M/s. Bhagawan Das may be called for repair of road as done previously.

### **Agenda Item No. 3**

**Take on record the Provisional Accounts of the Society for the financial year from 1<sup>st</sup> April, 2021 to 31<sup>st</sup> March, 2022.**

The Provisional Income & Expenditure Accounts (head-wise) was read out by the President to highlight the gap between budgeted allocation and actual expenditure on several items and the same was noted by the House.

Secretary proposed the following :-

- (i) The amount of funds not spent during the F.Y. 2021-22 due to Covid may be carried forward to the budget of F.Y. 2022-23 subject to the approval by the Auditor.

**Decision :** The proposal was unanimously approved by all members.

Secretary further proposed that M/s. H.K. Dua & Company be approved for auditing the accounts of the Society and Puja Committee for the FY 2021-22.

**Decision :** The proposal was unanimously approved by all members.



**Agenda Item No. 5**

**Matter related to FAR Sub-Committee.**

The President mentioned the Report of the Sub-Committee is very important document and all members should go through it.

Shri Prabir Sanyal intimated that consequent to the resignations of 2 members i.e. Brig Ujjal Dasgupta and Lt. Gen. M.K. Mukherjee, the group selected Shri Amit Nath to lead the Sub-Committee.

The Managing Committee desired that the Sub-Committee should keep the Managing Committee informed of the progress.

**Agenda Item No. 8**

**Matter related to Revision of Salary of Staff.**

Secretary proposed 5% increase for all staff members w.e.f. 1<sup>st</sup> April, 2022.

**Decision : The proposal was unanimously approved by all members.**

**Agenda Item No. 9**

**Matter related to AMC with OTIS Elevator Company (I) Ltd. :-**

Secretary proposed that a cheque no. 440186 for Rs. 4,35,394/- (net of TDS) towards 50% payment for AMC will be issued to OTIS after comprehensive discussion with officials of OTIS on Sunday (24/04/2022) and as negotiated from their quote.

**Decision : The proposal was unanimously approved by all members.**

**Agenda Item No. 10**

**Matter related to letter received from Shri T.T. Adhikari**

Secretary read out the letter of Shri T.T. Adhikari dated 25.03.2022 along with the relevant rules quoted by him. All Managing Committee members were of the opinion that the rules quoted by him have been complied with and no action is warranted.

**Decision. All members unanimously decided that no reply should be given to the letter at this stage.**

**Agenda Item No. 11**

**Matter related to DG Set Automation, AMC & Pollution Control.**

Secretary intimated that a quotation dated 04.04.2022 for Rs. 15,248/- (including GST) was received from M/s. Instant Generator Services for repair / replacement of auto switching panel of DG sets.



**DELHI EPDP CO-OPERATIVE GROUP HOUSING SOCIETY LTD.**  
Registration No. 593 G/H (New) | GST NUMBER : 07AAAAD3724F1Z6

The price was negotiated to Rs. 14,000/- (including GST) for the 2<sup>nd</sup> auto switching panel for replacement of Relay Card, Starter Switch and Service Charges.

**Decision : The proposal was unanimously approved by all members.**

He further intimated that quotation dated 26.06.2021 for AMC of DG Sets for Rs. 30,000/- (including GST) received from OVN Engineers Pvt. Ltd.

The quotation dated 04.04.2022 for 02 nos. DG Sets for Rs. 40,000/- excluding GST was received from M/s. Instant Generator Services towards AMC.

The price has been negotiated to Rs. 30,000/- for AMC.

**Decision : After due deliberation by all members it was decided to shift the AMC from OVN Engineers to Instant Generator Services for Rs. 30,000/- for FY 22-23.**

### **Agenda Item No. 13**

#### **Any other matter with the permission of the Chair :-**

Secretary intimated the following :-

1. Parapet repair work is going to be taken up shortly (**Action: Shri Saroj Sarkar**)
2. Roof of Gate No. 3 Guard Room which has been broken will be replaced by metro sheet- the same as that of Gate No. 1 Guard Room.
3. Repair of basement retaining beam is near completion.
4. M/s. Adonmo Private Limited has been awarded advertising rights in lifts and digital boards. There was no income from this for last two years.

**Decision : The Managing Committee unanimously approved all above works.**

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### **PROCEEDINGS OF THE (540<sup>TH</sup>) EMERGENT MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 10<sup>TH</sup> MARCH, 2022**

#### **Agenda Item No.1**

**Confirmation of the proceeding of the Meeting of the Managing Committee held on the 26<sup>th</sup> February, 2022.**

The minutes of the meeting dated 26.02.2022 was unanimously confirmed by all.

**DAKSHINAYAN**





**Agenda Item No.2**

**ATR on the decisions taken in the meeting held on 26<sup>d</sup> February, 2022**

- (1) **Plastering and Painting of Rear Wall of Tiny Tulip School** : Secretary informed that Shri Suddhasattwa Basu, Member (Flat No. 524) has been requested to give a proposal for necessary Art work on the wall as well as on the Pump House wall.

**Decision :** All members unanimously approved the idea, since, Shri Suddhasattwa Basu is an eminent artist in the Society.

- (7) **Calendar of events** : Secretary informed that during this important celebration both Secretary and the President are likely to be out of station. The nature of the celebration prohibits all strict compliance of covid protocol. Hence, he recommends that a Sub-Committee comprising of the following will take a decision at an appropriate time as to whether or not Holi will be celebrated by Managing Committee following the current guidelines of the Government :-

- (1) Shri T.S. Matta, Joint-Secretary  
(2) Shri Syamal Das Sarma, Member – Managing Committee  
(3) Shri Prabir Sanyal, Member – Managing Committee

**Decision :** An amount of Rs. 5,000/- towards expenditure for Holi as well as the composition of Sub-Committee was approved unanimously by the Managing Committee.

**Work Programme for the year 2021-22 and 2022-23** : Secretary explained the progress of Work Programme to the House as follows :-

- 1) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement**: Secretary apprised all the members that inspite of our publishing the advertisement in the newspapers and spreading the word, the response from contractors so far is lukewarm. Sufficient response has not been received.

In view of the above he proposed that the Technical Members may decide any of the following :-

- (a) **Extension** as required for bid submission date;  
(b) **Re-publication** of Advertisement, if required.  
(c) **Rewriting** the Contract condition, if required.



**Agenda Item No. 3**

**Take on record the Accounts of the Society for the period from 1<sup>st</sup> April, 2021 to 28<sup>th</sup> February, 2022.**

The Income & Expenditure Accounts (head-wise) was read out by the Secretary and the same was approved unanimously by the House.

**Agenda Item No. 4**

**Matter related to AMC of EPBX System commencing w.e.f. 1<sup>st</sup> April, 2022.**

Secretary intimated the House that the AMC of EPBX system with M/s. BPL Telecom was Rs. 70,416.50 including GST last year. This year they have asked for Rs. 82,195.26 including GST. After negotiation, they have agreed @ Rs. 80,659/- (Principal Amount Rs. 68,355 + Rs. 12,304) including GST which is about 5% increase. He requested the House to accept the increase, keeping in view the old system and non-availability of PCBs.

**Decision : All the members accepted and approved the same unanimously.**

**Agenda Item No. 9**

**Other Items.**

5. **Matter related to change of Signatory of Society's Bank Accounts** : Secretary intimated that due to long absence of the Vice-President, Shri Dhruv Chakravarty, we may take decision to include the name of the Joint-Secretary, Shri Trilochan Singh Matta as signatory in Group 'B' of Society's Bank Accounts with both Punjab National Bank and ICICI Bank. The following resolution has been passed :-

**Resolution :-**

**"It is resolved that due to long absence of the Vice-President, Shri Dhruv Chakravarty, Managing Committee has decided to nominate Joint-Secretary, Shri Trilochan Singh Matta in Group 'B' of bank accounts of the Society. The Managing Committee decided that the bank accounts of the Society with the following banks :**

1. Punjab National Bank, Sector-4, Dwarka, New Delhi-110078
2. ICICI Bank, Plot No. 6, Sector-5, Dwarka, New Delhi-110075

will henceforth be operated by the following members jointly, one from each group.

**Group 'A'**

Shri Alok Mukhopadhyay, President  
Col. Satchit Kumar Basu, Secretary  
Shri Tapan Kumar Banik, Treasurer

**Group 'B'**

Shri Trilochan Singh Matta, Joint-Secretary  
Shri Tapan Kumar Banik, Treasurer

It was further resolved that the decision of the Managing Committee along with the names of the new operator of the bank account(s) of the society may be communicated to the respective banks by the Secretary."



6. **Matter related to Housekeeping Contract Value :** Secretary informed that for last two years, no increase was given to Shri Devender Pihal, Housekeeping Contractor. There is a request for increase by the Contractor. After discussion following resolution has been passed :-

**Resolution :-**

**It is resolved by the Managing Committee unanimously that an increase of 5% may be given to the Housekeeping Contractor.**

7. **Matter related to resignation of Shri Ashim Krishna Saha, Special Invitee :** Secretary informed that he has received a two line resignation mail from Shri Saha without assigning any reason. We may consider this as per practice after couple of months.

**Decision : The Managing Committee agreed to hold to take decision for the approval of the resignation of Shri Ashim Krishna Saha.**

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**PROCEEDINGS OF THE (539<sup>TH</sup>) MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 26<sup>TH</sup> FEBRUARY, 2022**

Shri Syamal Das Sarma, Presiding Officer took the chair and welcomed the members for the meeting and requested all the members to observe one minute silence in condolence for the departed souls of:-

- (1) Late Shri M.R. Ghoshal Choudhury, Member (Flat No. 551)
- (2) Late Shri Ranjan Datta, Son of Shri Manoj Datta, Member (Flat No. 272)

**Agenda Item No.1**

**Confirmation of the proceeding of the Meeting of the Managing Committee held on the 22<sup>nd</sup> January, 2022.**

The minutes of the meeting dated 22.01.2022 was unanimously confirmed by all.



**Agenda Item No.2**

**ATR on the decisions taken in the meeting held on 22<sup>nd</sup> January, 2022**

- (2) **Plastering and Painting of Rear Wall of Tiny Tulip School** : Secretary intimated that plastering has been completed by the owner of Tiny Tulip School. He proposed that we should look for a good painter who can paint some art work on that space.

**Decision : All members unanimously accepted the proposal.**

- (3) **Calendar of events** : Secretary read out the draft "Calendar of Events" listed at **Annexure-1 of the** Agenda Nontes. After discussion following "Calendar of Events" were approved by the Managing Committee unanimously :-

| Sl. No. | Event                              | Date                   | Remarks                     |
|---------|------------------------------------|------------------------|-----------------------------|
| 1       | Lohri                              | 13-Jan-22              |                             |
| 2       | Netaji Subhas Chandra Bose Jayanti | 23-Jan-22              | <b>By Youngsters</b>        |
| 3       | Saraswati Puja (Vasant Panchami)   | 05-Feb-22              |                             |
| 4       | Holi                               | 18-Mar-22              |                             |
| 5       | Rabindra-Nazrul Jayanti            | 09-May-22<br>26-May-22 | <b>Combined Celebration</b> |
| 6       | Independence Day                   | 15-Aug-22              |                             |
| 7       | Maha Saptami                       | 02-Oct-22              |                             |
| 8       | Maha Ashtami                       | 03-Oct-22              |                             |
| 9       | Maha Navami                        | 04-Oct-22              |                             |
| 10      | Vijaya Dashami                     | 05-Oct-22              |                             |
| 11      | Lakshmi Puja                       | 09-Oct-22              |                             |
| 12      | Kali Puja (Diwali)                 | 25-Oct-22              |                             |

**Work Programme for the year 2021-22 and 2022-23** : Secretary explained the progress of Work Programme to the House as follows :-

- 1) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement:** Secretary intimated that till date we have not received sufficient Bids from the Contractors. The closing date has been extended till 5<sup>th</sup> March, 2022.

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- 5) **Implementation of Solid Waste Management :** Secretary intimated that he has already circulated a SOP on the subject. All comments received from the President / other members have been incorporated. This will be published shortly. 37 nos. Flex Boards received were also shown to all the members. The approx.. cost is Rs. 3,929/-.

**Decision :** All actions taken for Implementation of Solid Waste Management was approved by all the members unanimously including amount spent.

### **Agenda Item No. 3**

**Take on record the Accounts of the Society for the period from 1<sup>st</sup> April, 2021 to 31<sup>st</sup> January, 2022.**

Secretary intimated that members interested can always get a hard copy in addition to soft copy. Further they may go through the accounts, take hard copy, discuss with the Treasurer and put constructive suggestions.

**Decision:** All members who want hard copy of Accounts Statement in advance will be given on request to the Treasurer. For others, it will be sent through email as per present practice.

### **Agenda Item No. 4**

**Matter related to Puja Accounts and incentive to Accountant.**

Shri Prabir Ghosh, Chief Convener, Puja Committee proposed to approve an incentive of Rs. 2,500/- for Shri Naveen Mahato for completing Puja Accounts within given date to the satisfaction of Managing Committee / Puja Committee. Previously the incentive used to be much more since Puja budget used to be much more. This sum being offered is in view of the limited budget under pandemic conditions.

**Decision :** “All members unanimously approved an incentive of Rs. 2,500/- to Shri Naveen Mahato.”

### **Agenda Item No. 5**

**Matter related to penalty imposed to Accountant, Shri Sushil Sharma.**

Secretary read out the Office Memo issued to the Accountant, Shri Sushil Sharma which was already annexed as **Annexure – 2** along with Agenda Notes. Secretary further intimated that Shri Sushil Sharma has dis-continue to attend the office immediately after receipt of the Office Memo without giving any reason whatsoever or giving any reply to the Office Memo.

Secretary therefore, proposed that the entire work of Shri Sushil Sharma be transferred to Shri Naveen Mahato. Shri Naveen Mahato may be paid a consolidated amount of Rs. 15,000/- per month. We will also look for another Accountant to assist Shri Naveen Mahato.





**Decision :** “All members unanimously approved the proposed remuneration to Shri Naveen Mahato. They also approved the appoint of another Accountant to assist Shri Naveen Mahato at a negotiated cost.”

**Agenda Item No. 6**

**Matter related to laying of balance IP Cameras.**

Shri Prabir Ghosh explained to the House the entire plan of deploying IP Cameras along with existing IR cameras. He intimated that the project may cost approx.. Rs. 50,000/-.

**Decision :** “All members unanimously approved the proposed cost for deploying IP Cameras.”

**Agenda Item No. 7**

**Matter related to issue of SOP for repair of all bathrooms of Society.**

Secretary intimated that the SOP for repair of bathrooms has been published.

Smt. Ratna Ghatak asked certain clarification about SOP and its implementation methodology.

Secretary replied that the SOP is just the starting point for a quality repair required as and when any resident needs his bathroom to be repaired.

**Decision :** The SOP was unanimously approved by the Managing Committee for publication and implementation.

**Agenda Item No. 10**

**Matter related to repair of vents.**

Secretary explained in detail to all the members about deficiencies of the six numbers of vents at thexisted on the underground water tank for last two decades. He explained how these vents did not match specification and was a health hazard.

He further informed that all the vents are being repaired / replaced and deficiencies are being made up. In addition flanges and net is being placed to avoid ingress and rodants / insects into the underground water tank. The total cost is likely to be within approx.. Rs. 50,000/-.

**Decision :** The Managing Committee unanimously approved the work and expenditure involved for the repair work of the vents.



**Agenda Item No. 12**

**Any other matter with the permission of the Chair.**

1. **Puja Account and contribution of Ex-gratia payment :** Shri Prabir Ghosh, Chief Convener, Puja Committee informed the house that this year due to Covid Pandemic, income in Puja Account was meager. There is no extra fund from which 1/3<sup>rd</sup> of the Ex-gratia amount which is paid to all employees of the Society. He requested that as a special case, this year the entire liability of ex-gratia payment be borne out of Society's maintenance fund.

**Decision: The proposal was unanimously accepted by all the members.**

2. **Renewal of SAFAL Agreement :** Secretary informed that Safal agreement has been renewed @ Rs. 10,000/- per month for one year. Although he had proposed an increase of 5%. Safal did not agree to do so for this particular year.

**Decision: The Managing Committee unanimously approved the same.**

3. **Dance Room :** Secretary intimated that Dance Room which we had earlier rented for Rs. 3,000/- per month was lying vacant due to Covid for last two years. The proposal for re-doing the tenancy @ Rs. 3,000/- per month w.e.f. 7<sup>th</sup> March onwards to Smt. Sruti Barua (F.No. 255) has come from them now.

**Decision: All members unanimously approved the same.**

4. **Convex Mirror:** Secretary informed the house that a double Convex Mirror will be fitted in front of Gate No. 2. The cost will be Rs. 5,800/- plus GST & Freight charges.

**Decision: All members unanimously accepted the proposal and approved the expenditure involved.**

5. **GYM :** Shri Prabir Ghosh intimated the Managing Committee that Gym owner are thinking of closing the Gym. On the other hand there is another party within the Society who may hire the space. A suitable decision will be taken at an appropriate time in consultation with the Secretary.

**Decision: The proposal to take a call at an appropriate time was approved by all the members unanimously.**



6. **Repair of Roof Doors** : Shri Saroj Sarkar brought out the need of repair of roof doors of all buildings.

Secretary informed that we are in the process of taking quotation and evaluating the cost. He proposed that the work may commence as and when the work content and the cost is finalized between Secretary and the Technical Members. The work will start shortly but one at a time.

**Decision: The members unanimously accepted the proposal and requested to need of the repair work.**

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**PROCEEDINGS OF THE (538<sup>TH</sup>) MEETING OF THE MANAGING COMMITTEE OF THE SOCIETY HELD ON THE 22<sup>ND</sup> JANUARY, 2022 IN HYBRID MODE (SEVEN MEMBERS INCLUDING THE PRESIDENT ATTENDED VIRTUALLY)**

The President welcomed the members for the 1<sup>st</sup> Managing Committee Meeting of the calendar year 2022. He thereafter expressed his condolence for the demise of Late Shri Kamal Chandra Biswas, Member (Flat No. 172).

**Agenda Item No.1**

**Briefing by special invitees on seepage and DG sets.**

- (4) **Retro fitment of DG Sets for Pollution Control, only if approved by AGM as per separate Agenda Point** : Shri Shovan Dutta Roy (728), Special Invitee informed that in view of the considerable expenditure involved to comply with the directions of the Delhi Pollution Control Committee to all the users to Retrofit operational DG Sets of capacity 125 KVA and above or shift to new Gas based generators and in order to ensure wide participation of bidders for obtaining best offer, the Sub-Committee proposes to publish Notice Inviting Tender in leading newspapers and host the Notice Inviting Tender in the website of the Society for both the above alternatives within a weeks' time.

**Decision : Managing Committee unanimously accepted the proposal of the Sub-Committee.**

**Agenda Item No. 2**

**Confirmation of the proceeding of the Managing Committee meeting held on the 29<sup>th</sup> December, 2021.**

The minutes of the meeting dated 29.12.2021 was unanimously confirmed by all.



**Agenda Item No.3**

**ATR on the decisions taken in the meeting held on 29<sup>th</sup> December, 2021**

- (i) **Investigation of Harish Nagpal (Electrician):** Secretary intimated that Shri Suresh Goel in consultation with other Sub-Committee members has suggested that Shri Harish Nagpal has not committed any other offence since the one under investigation. For his offence under investigation, he has already been panelized. Hence, the matter may be closed.

**Decision : Managing Committee unanimously agreed to close the matter.**

- (ii) **Matter related to Pay Parity, Service Rules and Interim Relief for the Financial Year 2021-22 :**

- (ii) **Shri Abhijit Acharya will be expedited for reply on minimum wages in the light of previous letter:** Secretary informed that reply of Shri Abhijit Acharya is still awaited.

- (iii) **It was further decided that Shri Shiv Ram will be given an amount of Rs. 15,000/- at the time of his retirement, keeping his good work in view. In addition a small farewell will be given to him on 31/12/2021: On this point Secretary intimated that all actions have been completed, hence, the point may be closed.**

**Decision : Managing Committee unanimously agreed to close the matter.**

**Work Programme for the year 2021-22 and 2022-23 :** Secretary explained the progress of Work Programme to the House as follows :-

- 1) **Retrofitment / Corrective Measures as per Report of the Structural Audit and actual requirement:** Secretary informed that a draft Advertisement for the newspapers and draft Tender Documents have been submitted by Shri Amitava Nandi. There are some minor corrections required to be carried out by Shri Amitava Nandi. The Advertisement is expected to be released by end of this month. **(Action : Shri Amitav Nadi, Saroj Sarkar & Secretary)**
- 2) **Carpet in the Lifts :** Secretary intimated that the Work Order for the work has been finalized and lift carpet replacement will be completed by end of this month. Approximate expenditure will be Rs. 30,000/-.

**Decision: The Managing Committee unanimously approved the expenditure.**



- 3) **Implementation of Solid Waste Management :** Secretary informed that SOP for Solid Waste Management has not yet been formulated and submitted. As an interim measure, some signages are being given for printing. A draft SOP will be made in consultation with Shri Shyam Ghosh.

**Decision: The Managing Committee unanimously accepted the proposal. The President intimated that he has also provided some inputs which may be included in the SOP.**

- 4) **Repair and Painting of Retaining Wall of Ramps :** Secretary intimated that the work has been completed successfully of all Ramps and Retaining walls.
- 5) **Painting of Badrinath wall (one side): Will be taken up as per priority laid down :** Secretary informed that this work has already been taken up and it will be completed after completion of painting of Gate No. 1.

#### **Agenda Item No. 4**

**Take on record the Accounts of the Society for the 3<sup>rd</sup> quarter (from 1<sup>st</sup> April, 2021 to 31<sup>st</sup> December, 2021).**

President raised query about Legal & Professional Charges which is higher than the budgeted amount.

Secretary briefed the details of the amounts paid to Legal Advisor and Professional Charges to M/s. H.K. Dua towards quarterly TDS filing, quarterly GST filing, Certification of Electricity Subsidy to members and filing Annual IT Return of the Society.

Shri Ashim Krishna Saha submitted the print out of detailed expenditure.

For improvement of our Accounting System, Secretary proposed that an internal Audit may be carried out by Shri Ashim Krishna Saha which will ensure the following :-

- All FDs are correctly maintained.
- Interest accrued have been correctly disposed.
- Renewal of FDs have been correctly done.
- Subsidy claim procedure is well understood by Accountants.
- Income & Expenditure Account presented in February and March are checked and signed by him in addition to Treasurer
- All Expenditure is correctly followed.
- Examine documents required to reply to Shri T.T. Adhikari's letter dated 29.12.2021 and assist in formulating reply.

**Decision :** All the members unanimously approved the Provisional Income & Expenditure Accounts of the Society for the period from 1<sup>st</sup> April, 2021 to 31<sup>st</sup> December, 2021 and the proposal submitted by the Secretary.





**Agenda Item No. 6**

**Matter related to objections/suggestions received from Shri T.T. Adhikari on AGM Minutes held on 5<sup>th</sup> December, 2021.**

The letter of Shri T.T. Adhikari on AGM minutes held on 5<sup>th</sup> December, 2021 was discussed. Secretary submitted that considering that Shri T.T. Adhikari has a habit of writing letters on which we waste considerable time it was suggested that we do not reply his letter now.

It will be better to consolidate our reply along with all the proofs and documents and give a befitting reply during Special General Body Meeting to him.

**Decision :** The Managing Committee unanimously supported the decision that reply I be given during Special General Body Meeting.

**Agenda Item No. 7**

**Matter related to seepage issues.**

Shri P.C. Mazumdar briefed the house about the actions taken by him for seepage complaints from various members/residents.

Secretary intimated that the following actions has been initiated based on the visits of Shri P.C. Mazumdar :-

- (a) Owner of Flat No. 542 has been asked to get the repair work done within 7-days.
- (b) Owner of Flat No. 532 has been intimated that his electrical connections is not functional.
- (c) Owner of Flat No. 522 has been kept informed.

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**Agenda Item No. 9**

**Any other matter with the permission of the Chair.**

- (1) **Saraswati Puja on 5<sup>th</sup> February, 2022 :** Secretary intimated as of now Saraswati Puja is not being celebrated. However, it is proposed that on 1<sup>st</sup> February, a Sub-Committee comprising of S/ Shri Prabir Ghosh, Prabir Sanyal and Smt. Ruma Gupta may be formed to take a decision based on the prevailing condition of Covid and orders of DDMA.
- (2) **Fire Fighting System :** Secretary informed that a draft Work Order for the next phase of Fire-Fighting will be prepared by Shri Shyam Ghosh. We need to start this work.

**Decision :** The Managing Committee unanimously accepted the proposal.

- (3) **Covid Incentive :** Secretary intimated thatl our Covid Fighter team i.e. S/Shri Prabir Ghosh and Prabir Sanyal has suggested that an onetime grant of Rs. 500/- may be paid to following for providing uninterrupted service during third wave: -

- (a) All office staff including part-time staff
- (b) All staff of housekeeping
- (c) All staff of Security Services

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**DELHI EPDP CO-OPERATIVE GROUP HOUSING SOCIETY LTD.**  
Registration No. 593 G/H (New) | GST NUMBER : 07AAAAD3724F1Z6

Secretary proposed that Rs. 1,000/- to be paid to Shri Pankaj as one time for working in place of Shri Abbas Khan and looking after all the projects.

**Decision : The Managing Committee unanimously accepted both the proposals.**

- (4) **Plastering and Painting of Rear Wall of Tiny Tulip School :** Smt. Ratna Ghatak wanted that plastering of the rear wall of Tiny Tulip School may be taken up for better aesthetics.

**Decision : It was decided that Smt. Ratna Ghatak will meet the Principal of Tiny Tulip School along with Shri Saroj Sarkar and request them to do the needful.**

- (5) **Trimming of Trees :** Shri Ashim Krishna Saha requested that trimming of trees may be taken-up around Block 5. A letter may be written to DDA for the same.

**Decision: It was agreed by the Managing Committee that we write to DDA for trimming of trees.**

- (6) The President had following points :-

- (i) **AGM :** The Managing Committee should make an effort to conduct AGM within the prescribed time frame of 28<sup>th</sup> October, 2022.
- (iv) **SGM :** The date of Special General Body Meeting should be decided at the earliest.
- (iii) **Calendar of events :** We had a tradition of making a "Calendar of Events" which may be continued and Vivekanand Jayanti on 12<sup>th</sup> January, 2022 and Birthday of Netaji Subhas Chandra Bose on 23<sup>rd</sup> January, 2022 may be included in the events.

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