

11. Functional IMC - YES

(Enclosed Minutes) - Institute Promoted By. BHEL, DVC,
COAL INDIA LTD. & Sriniketan Santiniketan Development
Authrity

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BHEL

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Record Note of first meeting of the Governing Body of Kabiguru Industrial Training Centre held at BHEL House, New Delhi on 01.10.2008

The following attended the meeting:-

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|----|---|-----------|
| 1. | Shri R.S.V.Prasad, Executive Director (HR), BHEL | President |
| 2. | Shri Ashok Kumar Das, CEO, SSDA | Member |
| 3. | Shri SN Ghosh Hazra, Jt. Director, Indl. Training | Member |
| 4. | Shri DK Majumdar, Director (HRD), DVC | Member |
| 5. | Shri KP Singh, Chief Engineer(HRD) & Secy, CEA | Member |
| 6. | Shri Parth Sarathi, GM, BHEL, HRDI | Secretary |

Svs. T Bhatt, Addl. DP (Dev), DVC and SS Roy, AGM, BHEL, HRDI also attended the Meeting as Special Invitees.

The Meeting was chaired by Shri R.S.V.Prasad, ED(HR), BHEL and President of the KGITC Society, Governing Body. President extended hearty welcome to all the Members and informed that the Society has been registered under Society's Act of West Bengal on 20th September, 2008. The agenda points circulated vide reference No.MGPS:KGIT:08:08 dated 26th September, 2008, were discussed and following decisions taken:-

Agenda Point 1 : Transfer and handing over of land by SSDA to KGITC Society

- All initial formalities have been completed and SSDA has received the land from State Govt. in July, 2008. Formal request is to be made by KGITC to SSDA for transfer and handing over of land. Secretary, Governing Body, KGITC will, accordingly, write a letter to CEO, SSDA.
- CEO, SSDA informed that Draft Agreement for transfer is ready. A copy of the same will be made available on 3rd October, 2008 to BHEL and DVC for vetting.
- Salient features of the agreement are as follows:-
 - i) KGITC will have user rights for unexpired period of 30 years.
 - ii) Rent will be paid by SSDA.
 - iii) There is scope of perpetual renewal i.e. renewal after expiry of 30 years.
 - iv) Agreement is to be signed on Rs.50/- stamp paper.

Parth Sarathi

Agenda Point No. 2 & 3 :Approval of plan and project cost & identification of Agency for Construction

The Project report for construction of KGITC has already been prepared by SSDA through their enlisted architect. The Governing Body desired that KGITC should stand out as one of the best institutes of its kind. The aesthetics and ambience of the building and entire complex should be in line with the rich tradition of Shanti Niketan. Governing Body accordingly desired that CEO, SSDA and GM, BHEL, PS-ER may visit similar Institutes of repute and examine the modalities and identify suitable agencies for appointing architect, consultant, contractor, work out project and construction details for formulating detailed project estimates and construction plan and submit the same to Governing Body for approval by 21st October, 2008.

The Governing Body desires that the first session of KGITC should start from February, 2010. The first phase of construction of the building and workshop need to be completed by September, 2009 and proposed for inspection to DGE&T through State Director by November, 2009 after installation of all the machinery and other facilities.

Agenda Points 4 & 5 Nomination of Treasurer and opening of Bank Account

The Governing Body opined that it is preferable to have a Treasurer with Finance background. BHEL & DVC will look for suitable persons accordingly. In the mean time, Governing Body has authorized GM, PS-ER, BHEL(President, Executive Committee) and CEO, SSDA (Member Executive Committee) to open and operate a bank account with SBI, Bolpur. Till such time, treasurer is nominated, the account will be operated jointly by both these persons. After nomination of treasurer, the account will be operated by any two persons jointly including President i.e. President and any one of the two nominated persons.

Agenda Point 6.: Release of fund by BHEL & DVC

The Governing Body resolved to request BHEL and DVC to sanction Rs. 111.5 lakhs each towards the cost of first phase of construction and Rs. 100 lakhs each towards the corpus fund for annual recurring expenditure of the KGITC. Out of this amount Rs. 1 lakh each is to be released by 15th Octoer, 2008 and Rs. 49 lakhs each by first week of November, 2008. The requirement of the balance amount would be intimated separately in due course.

Agenda Point 7 : Tools and Machines to be provided by BHEL.

Secretary, Governing Body would make a formal request to BHEL for providing tools and machinery to the tune of Rs. 90 lakhs as per the list already identified.

[Handwritten Signature]

Agenda Point 8: Approval of Budget

Governing Body desired the Executive Committee to prepare and submit by 21st October, 2008 details of the annual budget including separately the budget for foundation stone laying ceremony to be held on 26th October, 2008.

Agenda Point 9: Recruitment of Personnel

Governing Body is of the opinion that bare minimum manpower requirement should be provided by the Executive Body and list of the same may be submitted by 21.10.2008 to Governing Body for approval.

Agenda Points 10.a & b : Inclusion of NTPC as Stakeholder

President, Governing Body would discuss with CMD, BHEL and CMD, DVC for taking up the matter with NTPC to join as stake holder to KGITC and provide financial assistance.

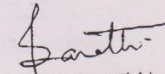
Agenda Points 10.c & d : Foundation Laying Ceremony

Foundation stone laying ceremony of KGITC has been scheduled on 26th October, 2008 in which high dignitaries such as Speaker, Lok Sabha, Central and State Ministers, Secretaries, Chairmen & CEOs, are expected to participate. Governing Body requested CEO, SSDA to urgently convene a special meeting involving DM, SDO, BHEL, DVC and CEA for discussing all modalities of the ceremony in a befitting manner. They may also list out the role and responsibility to be borne by BHEL and DVC.

Agenda Point 11 : Any other Issues

The Governing Body approved constitution of Executive Committee as defined in para 12.1 and 17 of Memorandum of Association. Till the Principal of KGITC is appointed, CEO/SSDA, will function as Member Secretary of the Executive Committee.

The meeting ended with a vote of thanks by the Secretary of the Governing Body.



(Parth Sarathi)
Secretary, Governing Body
KGITC

