## Draft Minutes of the XII Meeting of the Executive Council of the Rajiv Gandhi National Institute of Youth Development held on 6-11-1997 at RGNIYD Campus, Sriperumbudur

- The following were present: .
- 1. Shri R. Dhanushkodi Athithan, Minister of State (YA&S),
- 2. Shri Bhaskar Barua, Secretary (YA&S)
- Shri P.K. Sinha, Jt. Secretary (YA) & Director, RGNIYD
- Shri A.K. Varma, AFA
- Prof. A. Paul, Registrar, RGNIYD

#### Other Invitees:

- Shri M.N. Sridhar Rao, PS to MOS (YA&S)
- 2. Shri B. Umapathy, former Registrar, RGNIYD
- Shri Suresh Goel, Architect
- Shri Bijoy Kant, Director (Infra), SAI & Member, PCC

President, EC welcomed all the Members present and in his opening remarks mentioned that construction of the campus had been delayed considerably. He further said that when he last visited the site in mid-August '96, he was apprised that the buildings would, be completed by May '97. He directed that responsibility should be fixed for the lapse and penalty should be levied on the civil contractors as per the terms of the contract. He also commended the efforts put-in by all the officials concerned for developing RGNIYD as an Institute of repute. He emphasised the need to give specialised trainings to youth and reconstituting the Executive Council, Advisory Board and formation of & Finance Committee as well as a Programme Advisory Committee. President also directed that the City Centre be shifted to the Campus by

Director, RGNIYD thanked President and Vice-President for having spared their time to attend the meeting. While endorsing the views expressed by the President, December he said that the original time schedule for completion had not been adhered to and presently the target date was fixed as 31-12-1997. However, progress had been maintained very effectively through frequent PCC meetings which enabled correct and timely decisions for developing this Institute with international stature, he added.

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He informed that a memorandum had been signed with the UNESCO which TWFO YOUTH gave RGNIYD the International status to act as a partner for UNESCO's International Global Youth Projects and therefore, adequate care should be taken while taking decisions keeping in mind this international perspective. Then Agenda Items were taken-up for discussion/consideration.

#### Agenda Item No.I

# Review of Action Taken on the Minutes of Last EC Meeting:

The salient points apprised were given below:

- i. Decision taken with regard to ratification of Award of contract to M/s.Saravana Constructions Pvt. Ltd., approval of constitution of Project Co-ordination Committee and other related decisions were communicated to all concerned vide approved minutes.
- ii. The Technical Committee re-examined the provision of Rs.153 lakhs under escalation and since there was already a provision in the contract for escalation, the committee felt that it was not possible to work-out the cost of escalation and the item was dropped. The PCC was fully satisfied with the same recommendation of the Technical Committee.
- iii. The Technical Committee re-examined the details relating to proposed Additional Works which were not envisaged initially, but required to be executed and related cost thereof and submitted the Revised Estimated Project Cost and the Revised Estimated Cost of Additional Works as Rs.1138.10 lakhs and Rs.340.07 lakhs against the earlier estimated cost of Rs.1308.51 lakhs and 322.66 lakhs respectively. The same were approved by the PCC.
- iv. Renewal of Registration of the Institute with the Registrar of Societies, Chengalpattu after submission of approved Annual Report and Audited Statement of Accounts for the year 1995-'96.
- v. Operation of Institutional Accounts under CARD-Automatic Renewal in multiples of Rs.1,000/- from 5-11-1996.
- vi. Regularisation of the services of the person, who was already working as Driver, besides two chowkidars, whose services were found to be satisfactory. In addition, selection and appointment of three chowkidars.

#### Agenda Item No. II:

#### Construction of RGNIYD Campus at Sriperumbudur:

#### 1. Review of Progress of Construction:

#### i. Completion of Construction:

While reviewing the progress of construction, the President wanted to know the composition of the Technical Committee and he was informed that the Member of the Technical Committee included Mr.K. Rajagopalan, Vice-President, Indian Instr. of Architects, Mr.Bijoy Kant, Director (Infra), Sports Authority of India and Mr.Suresh Goel, Architect of the Project.

At this juncture, Director, RGNIYD said that he felt the need to have one technical person from the Institute side and therefore, Mr.A.V. Rajaraman was selected and appointed, but the proposal could not get the approval of ACC. approved

Vice-President clarified that Mr.Rajaraman, Retired Executive Engineer (CPWD) was appointed on a consolidated pay of Rs.10,000/-, but consultants could not be paid more than Rs.4,000/- per month in terms of Deptt. of Personnel and Training's order and hence, the proposal was turned down.

The Director, RGNIYD suggested that Mr.Rajaraman had spent most of his time in Vigilance particularly concerning quality control and he could be inducted into the Technical Committee and asked to work mainly at the City Centre. Nothing more could be done at this stage, he added. The proposal was approved.

While responding to a query raised by the President, the Director, RGNIYD informed that the actual dates of completion of Administrative Block and other buildings were 19-7-1996 and 19-5-1997, respectively.

Shri Umapathy, former Registrar, RGNIYD stated that in June, November and December 1996 there were incessant rains and the entire area became slushy preventing movement of vehicles. He further stated that the houses of more than 400 labourers who were staying at the site, were flooded and they had to flee the place and could return only after the area dried-up. Truckers' strike in the month of Feb.'97 affected movement of construction materials, particularly stones, cement and steel, essentially required at the site, he added.

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He informed that Registrar only facilitated early decisions and implementation of the same, while the Technical Committee took care of all technical issues and the Vice-President in his capacity as Chairman, PCC held frequent meetings, which helped take timely corrective measures.

The Registrar said that the Director, RGNIYD after assumption of charge visited site and held meetings with all concerned agencies, which led to an effective coordination among the agencies, thereby speedy progress.

President desired to know if the contractors were good and Shri Umapathy replied that they had been doing a very good work and enjoying good reputation and, constructed Army Staff College in Pune, Vijaya Bank Housing Quarters in Bangalore. He further said that they were incurring loss in the RGNIYD project.

Director, RGNIND said that all requisite formalities were complied with prior to award of work.

Shri Umapathy endorsed the views of Director, RGNIYD and said that even the building designs were selected through an Open Architectural Competition involving 120 Architects.

President wanted to know as to when the project would be completed; and the Vice-President informed that the project would be completed by 31-12-97. However, additional works particularly Central Air-conditioning, Irrigation System and Landscaping would not be completed he added.

President enquired whether an assurance to this effect could be obtained from the Architect and the Contractor to which Vice-President replied that it might be possible.

When enquired, Registrar informed the President that we had been paying a rent of Rs.14,400/- for the City Centre and President directed that from January '97 the Institute should function from the Administrative Block of the campus.

Mr.Mani, Director, M/s.Saravana Constructions Pvt. Ltd. was asked to explain the present status of progress of construction and he stated that he was having only this project in hand and assured that the entire construction would be completed by 31-12-1997. He further stated that they had divided the entire project into three phases viz., Administrative Block, Foyer and Seminar Hall (Phase I), Training & Faculty, Dining Hall, Recreation Hall and Hostel (Phase II) and Residential and Shopping complex. (Phase III)

He further stated that Administrative Block was already completed and only final coat of painting and polishing remained to be done and the same would be takenup and completed 15 days prior to the inauguration of the building so that the buildings looked good. As regards, Phase II he informed that the buildings were in the advanced stages of completion. In the case of Phase III, he stated that priority was being given to residential blocks. Finally, he assured that they would be able to complete their portion of work by 31-12-1997.

He attributed the main reasons for the delay as follows:

- Collapsible nature of soil, which prevented timely completion of foundation work.
- Stone cladding work for which stones had to be procured from Sira in Karnataka and also cutting time.
- Special/different designs for different buildings and intricate nature of work involved.

Vice-president clarified that the Administrative Block had been ready for the past 78 months, but final painting and polishing could be done only a few days before the day of inauguration so that the buildings appeared good.

Then, the Architect was asked to present his views regarding the progress of construction. The Architect stated that the target was tough and 55% of the buildings was completed. But, ensuing rains in Nov. '97 could hamper the progress, besides the additional works such as Central Air-conditioning, Irrigation System, Landscaping could not be completed by the end of this year which might stretch upto Feb.'97, he added. He further stated that other additional works like Modern Kitchen Equipments, Audio-visual equipments for Seminar Hall, electricity, water supply and sanitary pipeline/ tanks could be completed by the end of Dec. '97.

President pointed out that according to Mr.Rajaraman's statement, balance 50% work remained to be completed. But the Architect replied that about 60%-70% work had been completed as on 6th Nov. '97.

The Architect assured that the whole campus could be completed by 31-3-1998 as even if the works were completed, they had to check installations of equipments and machinery and other systems as well.

Vice-President clarified that he took a meeting of all agencies in the forenoon and except Central Air-condition System, Irrigation System and Landscaping, all other works could be completed by 31-12-1997.

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Mr.Bijoy Kant was asked to explain the position further. Mr.Bijoy Kant said that the target date of 31-12-1997 for completion civil works was more realistic and by 31-3-1998 all works would be over.

AFA pointed out that during the current year, there had been no shortage of funds and out of the budgetary provision of Rs.8 Corers, Rs.6 Crores had been released so far.

President wondered why construction could not be completed, when there was no shortage of funds as normally flow of funds also played a major role in speeding up the progress of construction. He assured that he would do every thing possible to mobilise adequate resources for development of this Institute.

The Director, RGNIYD stated that taking into consideration all the reasons and the conditions at the time of beginning of construction, the achievement that could be made so far was good. The Executive Council expressed satisfaction at the progress of construction water and desired that there should be ii. Mobilisation Advance:

Registrar apprised that an amount of Rs. 75 lakhs paid to the contractor towards interest free Mobilisation Advance against irrevocable bank guarantees had been fully recovered within the stipulated period of 16 months.

# iii. Payment made towards Running Bills:

Registrar stated that the request of contractor that 90% payment of their Running Bills could be paid by the Registrar at Madras after its recommendation by the Architect was considered in the VII PCC Meeting and approved. Accordingly, payment of 90% of VIII, IX, X, XII, XIII, XIV and XV Running Bills had been paid by the Registrar at Madras, he added.

He further stated that in view of the decision conveyed that balance 10% of Running Bills would be processed and paid separately, the balance 10% of XI and XIII Running Bills had been paid separately after scrutiny by Mr. Bijoy Kant and receipt of approval of the Director, RGNIYD. However, according to the decision taken in the X PCC Meeting balance 10% payment was being carried forward to the next Running Bill as pointed out by Mr. Bijoy Kant. All the above actions were ratified by the EC.

When the matter relating to ratification of payments made to the Civil contractor from IV to XV Running Bills was discussed, the President directed that a Finance

Committee in terms of Bye-laws of the Institute be constituted immediately and the payments so far made be approved by this Finance Committee and later placed before the EC for ratification:

#### iv. Payment of Escalation Cost:

Registrar apprised that an amount of Rs.31,86,106/- was paid towards escalation including Rs.5,88,814/- already paid and ratified in the last EC Meeting, which required ratification by the Executive Council.

As regards escalation, the Director, RGNIYD clarified that escalation might be, due to extended time, change in scope of work and increase in the cost of Steel, Cement, etc.

Vice-President clarified that principle escalation cost was payable to the contractors in terms of the tender conditions/agreement and while escalation cost in respect of Administrative Block was paid upto 30-11-1996 against 19-7-1996, the actual date of completion due to technical considerations mainly collapsible nature of soil/unusual rain fall, in respect of other buildings, escalation cost was paid only upto 19-5-1997, the original date of completion.

He further stated that the Technical Committee met on 5th Nov.'97 at City Centre and discussed the issue of granting formal extension upto 31-12-1997 and payment of escalation charges beyond the stipulated date and submitted a report to the EC for consideration.

President directed that the issue would be first considered by the Finance Committee to be constituted immediately and later on be placed before the EC for ratification.

#### v. Payment made towards Extra Item:

Registrar stated that an amount of Rs.5,90,332/- had been paid towards extra item so far, including an amount of Rs.2,74,501/- incurred towards extra work executed for laying/filling boulder with sand under footing already ratified in the last EC Meeting and furnished the details as below:

#### S.No. Description of Item

Amount

1. Providing & Laying filling boulders with sand under footing & sluiced the sand by watering

Rs.4,67,778.65

5.	Extra & over item 93 in Mosaic Tiles	Rs.	67,993.04
6.	Extra for 3 line dressing in Kerb stone	Rs.	
	Total	Rs.5,90,332.43	

When asked to explain, Mr.Bijoy Kant stated that during the execution of work, this item was required for structural foundations because of the swelling nature of soil, which affected the foundation work.

President intervened and enquired why there was no provision in the original estimates/contract for this type of soil, when soil test reports were readily available.

Mr.Bijoy Kant said that though soil tests were carried out initially, they did not cover the entire site and when excavation was in progress, the magnitude of the problem could be realised. Such extra items in foundation work were quite normal in major projects and it was very difficult to ascertain before excavations, he added.

He also pointed out that the soil at site was of very typical with swelling characteristics and extra item was essential after the advice of Dr.O.P.Jain, Ex-Director IIT. The EC ratified extra items amounting to Rs. 5,90,332.43.

The following extra items necessitated due to technical considerations/conditions were ratified by the Executive Council.

- \* Provision of 25 mm thick planks for acoustical treatment, while doing shuttering and casting the concrete amounting to Rs.30,000/-
- \* Provision of Vinartex finishing in the ceiling amounting to Rs.50,000/-.
- \* Consolidation with power roller and making mounds of excavated earth at a cost of Rs.27,000/-
- \* Increase in the length of cramps from 165 mm provided in the agreement to 216 mm on technical considerations estimated to cost Rs.1.19 lakhs.

Mr.Bijoy Kant clarified that provision of 25mm thick planks was considered unavoidable for better acoustic treatment and vinartex finishing in the ceiling was

essential for having a permanent finish, whereas consolidation with power roller and making mounds and increase in length of cramps was necessary due to better landscaping and the thickness of the stone used for cladding respectively.

#### vi. Revised Project Cost:

Registrar apprised that the Revised Estimated Project cost now worked-out to be 1138.10 lakhs against the earlier estimated cost of Rs.1308.51 lakhs and escalation aspect was not taken into account. The Executive Council approved the ferised estimated project cost subject to verification by the vii. Usage of Cement:

Registrar also apprised that the usage of 53 Grade L & T Cement in place of 43 Grade Cement, the tendered quality of cement at no extra cost was approved by the PCC and the same be ratified by the EC. Since there was no financial implications and also 53 Grade Cement was of better quality, the EC approved its usage.

#### viii. Payments made to Architect:

Registrar apprised that the Architect had been paid so far a sum of Rs.48,58,340/- towards Comprehensive Architectural Service Charges.

When the President enquired about the percentage of the charges, the Registrar informed that the Architect was entitled to 5.5% of the cost of the project in terms of the contract for Comprehensive Architectural Services entered into between the Institute and the Architect.

The President stated that apart from commission and other payments roughly about 1% was normally paid.

At this juncture, Shri Bijoy Kant stated that generally payments made to the Architect were on the basis of norms laid down by the Council of Architecture and in this case after negotiations with the Architect, the percentage was fixed as 5.5, i.e., '5% towards Comprehensive Architectural Services and another 0.5% towards supervisory charges.

He further stated that in case a separate agency had been appointed for supervision, the charges would have been more than 0.5%.

Registrar stated that on the advice of the Director, RGNIYD during his visit to City Centre in June '97, 75% of the Running Bills of the Architect was being

made at Madras by the Registrar after having satisfied that the Architect had fulfilled all the requirements, whereas the balance 25% only after scrutiny by Shri Bijoy Kant and receipt of approval of the Director, RGNIYD. The Executive Council ratified the procedure being adopted.

Vice-President invited the attention of the Members to the payments made to the Architect, beyond the stipulated period of contract and explained that the period of 18 months expired on 19-5-'97 and in terms of the contract, the Architect had to be compensated actual expenses incurred during the extended period.

He also stated that against the claim of Rs.52,768/- per month made by the Architect in this regard, Shri Rajagopalan, Member, Technical Committee, who was authorised to examine the Architect's proposal, recommended a sum of Rs.34,400/- per month towards the actual expenses to be reimbursed to the Architect, which he considered essential and fully justified and this was approved by the PCC. Therefore, a bill sent by the Architect for Rs.82,116/- relating to the period 19-5-97 to 31-7-97 was reimbursed, he added.

At this juncture, the President stated that since the stipulated time extended, automatically the escalation cost also went up and when added upto the cost of Additional Works, the Architect would be entitled to 5.5% of the total cost thus arrived at. He enquired whether this amount could not be deducted from the payments being made to the contractors.

Shri Bijoy Kant clarified that the Architect was at no fault, if the time period got extended, which was beyond his control and therefore, the actual expenditure beyond 18 months could be reimbursed to the Architect.

President directed payments made to the Architect towards his Running Bills, TA/DA Claim and reimbursement of actual expenditure beyond 18 months could be put-up in file and after examination, be placed in the next EC Meeting for ratification.

While endorsing the opinion of the President, the AFA stated that the Finance Committee to be constituted could also examine the issue and later the same could be placed before the EC for ratification.

## 2. Ratification of Award of Contracts in respect of Addl. Works.

The Registrar apprised that as decided in the last EC Meeting, the Technical Committee re-examined the details of Additional Works and the PCC also considered

the recommendations of the TC and resolved that this fulfilled the decision taken in the last EC Meeting that the proposals stood approved subject to re-examination by the Technical Committee to the satisfaction of the PCC. Thus, the Revised Cost of Additional Works worked-out to Rs.340.07 lakhs, including Rs.135 lakhs towards part of additional works that had to be undertaken along with the on-going civil works, which was also approved by the PCC on the recommendation of the Technical Committee, he added.

He also informed the Members that a Board for Opening tenders comprising Registrar, RGNIYD as Chairman and Mr.Rajamony, Youth Officer, NSS RC, Madras and, Mr.Ellappan, Representative of the Architect as Members had been constituted duly approved by the Director, RGNIYD.

He further stated that a Tender Evaluation Committee had also been constituted comprising of the Architect and Shri Bijoy Kant as Members and Mrs.Amarjeet Kaur, Director (Admn) as Member-Convenor and the Committee would evaluate the tenders duly taking into consideration the observations of the Architect and put-up recommendations to the Director, RGNIYD for Award of Contract.

He invited the attention of the Members to the following Additional Works awarded after the last EC Meeting:

S.No.	Name of the Work	Awarded to	Estimated Cost	Contract Value
i.	Landscaping:			
	Plantation of 900 Trees	M/s. Agri Horti Centre	Rs.2,52,600/-	Rs.2,76,000/-
ii.	Furniture and Partition work in Admn. Block	M/s. Coromandel Inteiriors	Rs.11,84,500/-	Rs.12,01,350/-
iii.	Furniture and Partition Work in Training and Faculty Block	M/s. Sastha Builders	Rs.13,07,295/-	Rs.15,37,740/-
iv.	Solar Energy Panels for Kitchen	M/s. Essjay Solar System	Rs.1,95,000/-	Rs.1,75,700/-
v.	Central Air conditioning	M/s. Aerodec Engineers Pvt. Ltd.	Rs.79,23,400/-	Rs.67,22,000/-

vi.	Irrigation System	M/s. Rungta Irrigation Ltd.	Rs.7,79,000/-	Rs.7,68,329/-
vii.	Borewell	M/s. Mani & Co.	Rs.4,90,200/-	Rs.4,05,630/-
viii.	Modern Kitchen Equipment	M/s. Devina Products	Rs.8,28,150/-	Rs.8,21,199/-
ix.	Video Projection System	·M/s. Entel Pvt.	Rs.3,83,000/-	Rs.3,62,049/-

As regards landscaping, the Registrar informed that the firm had completed plantation of all 900 trees and maintenance period had also commenced, which expired on 21-11-1997, after which paid maintenance period would start. He further informed that while quotations for Plantation of shrubs and Landcovers (estimated cost Rs.2,75,000/-) had been forwarded to the Tender Evaluation of Committee, the Architect had recommended to reject all the quotations received in respect of Grassing (estimated Cost Rs.60,000/-) as even the lowest tendered value was 932% about the estimated cost. Tenders were yet to be received from the Architect for floating in respect of balance landscaping works, he added. Registrar requested for ratification of the following payments made to M/s. Agri Horti Centre.

S.No.	Running Bills	Date of Payment	Amour	nt
(i)	I Running Bill	25-2-97	Rs.	42,700
(ii)	II Running Bill	26-4-97	Rs.	47,000
(iii)	III Running Bill	31-7-97	Rs.	48,000
		Total	Rs.	1,37,700

As regards Furniture and Partition work in Administrative Block, Registrar requested for ratification of the following actions/decisions approved by the PCC in the VII PCC Meeting and the same were ratified by the EC.

\* In view of the special circumstances leading to closure of plywood industries and acute shortage of plywood, the firm had requested for payment of 90% of the value of the materials stored at site as Secured Advance and since this was agreed to by the Director, RGNIYD in the interest of progress of work, an amount of Rs.1.75 lakhs was released to the firm as Secured Advance, which was adjusted in their I Running Bill. A separate clause to this effect was later included in the Article of Agreement. This was approved by the PCC.

- \* The Architect informed that this work was being executed on a faster pace and unless payments are made immediately on presentation of bills, the firm would not be in a position to continue the work at the same pace. He, therefore, requested for considering payment of 90% of Running Bills at Madras by the Registrar and this was approved.
- \* The firm was asked to carry out some additional works/extra items of work like Storage Units, Partitions and Officers' Table, which would cost Rs.2,82,180/- and after taking into consideration the deductions towards savings made on account of PA Table, Computer Workstations, Computer Counters, etc., the net expenditure works out to Rs.1,76,880/-. This, together with false ceiling in Conference Room estimated to cost Rs.19,300/- works out to Rs.1,96,180/-.

S.No.	Running Bills	Date of Payment	Amour	ıt
(i)	Secured Advance	31-1-97	Rs.	1,75,000
(ii)	I Running Bill	7-3-97	Rs.	2,78,964
(iii)	II Running Bill	31-3-97	Rs.	2,73,176
(iv)	III Running Bill	26-4-97	Rs.	1,14,000
(v)	IV Running Bill	24-5-97	Rs.	1,71,000
(vi)	V Running Bill	2-9-97	Rs.	1,61,000
		Total	Rs.	11,73,140

The Director, RGNIYD said that from Sl.No.3 onwards all the contracts were being awarded after getting the concurrence of President, and hence these could be ratified.

President enquired if standard procedures were followed while making payments to-M/s.Agri Horti Centre and M/s.Coromandel Interiors for Landscaping and Furniture & Partition Work in the Administrative Block.

Director, RGNIYD confirmed that all payments were made in terms of the agreement and the decisions taken by the PCC.

The Executive Council ratified the payments made to M/s. Agri Horti Centre and M/s. Coromandel Interiors.

Registrar informed that an amount of Rs. 2,30,400/- towards EMD had been deposited with the TNEB towards the sanction accorded by the SE, TNEB, Chengalpattu for a maximum demand of 640 KVA and payment of a sum of Rs. 39,350/- to the SE, TNEB, Chengalpattu towards EMD for LT Service Connection of 50 KVA. The LT connection had already been obtained he added.

The Registrar further informed that tenders received and opened on 10-10-97 for extension of HT Line from TNEB Structure to Electrical Sub-station were forwarded to the Architect for further processing.

As regards Rain Water Harvesting Scheme, the Registrar stated that against the total estimated cost of Rs. 17.30 lakhs, as advised by the technical committee the Architect reworked the cost estimates which came to Rs. 10.70 lakhs only. Now the RWHS had only two components namely earth work amounting to Rs. 5.70 lakhs and piping amounting to Rs. 5 lakhs.

The Executive Council ratified preparation, finalisation, inviting tenders through Advertisements/shortlisting, processing/decisions of PCC and award of work, besides payments so far made.

3. Consider new Additional Works, now required to be executed and related cost thereof, for approval:

The Executive Council ratified the following new Additional Works in view of its importance and essential utility.

- a. Supply and installation of Godrej Chairs in Administrative Block estimated to cost Rs. 1,58,900/-
- b. Supply and installation of Diesel Genset estimated to cost Rs.7.57 lakhs.
- c. Solar Water Heating System in Hostel estimated to cost Rs. 2.85 lakhs.
- i. Allotment of 1 Acre of Agricultural land:

As regards allotment of 1 Acre of land presently occupied by the State Agriculture Department, the Vice-President explained that the issue was being pursued with the State acre Government and the Technical Committee had recommended a sum of Rs.13 lakhs towards reconstruction of Agriculture Office at an alternate site to be provided by the State Govt. He further stated that if the land was taken over and made a part of the Institute campus, it would provide good frontage and therefore, we should go for the same.

Registrar, while endorsing the view of the Vice-President informed that he contacted the Jt.Secretary of the State Agriculture Department a few days back, who informed that the State Agriculture Department had raised certain conditions which were yet to be communicated to the Institute for consideration and offering remarks.

It was decided that after completion of all related formalities, the matter could be placed before the EC for final approval and ratification thereof.

#### ii. Maintenance and upkeep of adjoining ponds:

Registrar apprised that necessary approval of the State Govt. was requested to develop the adjoining ponds with proper landscaping to beld with the environs of the Institute, while allowing public to draw water to prevent encroachment and deterioration in the environment through proper fencing/upkeep and maintenance thereof.

President enquired if any additional expenditure would be involved, if so whether the same had been worked-out.

Director, RGNIYD clarified that the DRO had clarified that they had no objection to develop the ponds with fencing to prevent stray cattle and trespassers, while allowing access to public to draw water for drinking purposes and, no estimates had so far been prepared.

President directed that the proposal with detailed cost estimates could be placed for consideration in the next meeting.

#### iii. Renovation of Dilapidated Temple:

Registrar stated that there was a dilapidated temple outside the boundary of the Institute and drawings and estimates prepared by the Architect were sent to the Sthapathi, the State Hindu Religious & Charitable Endowment approved temple architect, who suggested certain modifications and indicated the estimated cost for renovation as Rs<sub>1</sub>6,50,000/-.

He further stated that the estimates and revised drawings prepared by the Architect were considered by the Technical Committee, which recommended the estimated cost of Rs.6,50,000/- for the purpose.

Director, RGNIYD intervened and said that we could proceed only after getting the approval from the District Collector and State Govt. authorities and the proposal could be placed in the next EC Meeting for consideration.

#### iv. Crafts Centre:

Registrar stated that though Shri N.Gopalaswamy, Adviser (Edn.), Planning Commission during his visit to RGNIYD Campus, Sriperumbudur expressed that the Crafts Centre, as proposed by Shri P.V.Narasimha Rao, former Prime Minister could be taken-up along with Phase I & II, the PCC after a careful analysis felt that in view of the financial constraints, it might not be possible to take-up the work in Phase II.

He further stated that the Director, RGNIYD met GM:HRD of Hyundai Motors to establish certain linkages for generating necessary funds for Crafts Centre for imparting vocational training to local youth.

At this juncture, Director, RGNIYD intervened and said that there was a lot of scope of work and besides civil works, some technical works/equipments were involved and some viable ideas were coming up for considerations. He emphasised that it was premature to consider the proposal at this stage.

It was decided to consider the proposal and cost estimates amounting to Rs.201.25 lakes projected by the Architect during the next meeting of the EC.

#### Agenda Item No. III:

#### Accounts and Audit:

- i. Approval of Annual Report and Audited Statement of Account for 1996-97.
- Registrar invited the attention of the Executive Council to the Annual Report and Audited Statement of Accounts of the Institute for the year 1996-'97 and stated that approval of the EC was required to get the registration of the Institute renewed and to meet audit requirements.
- Director, RGNIYD stated that approval of the EC was essential as the same had to be placed on the floor of the Parliament also.
- for the year 1996-'97 be approved after examination by the Finance Unit and there was no need to place the same again, the EC Meeting.

ii. Audit by the Office of the Accountant General, Tamil Nadu for the years 1994-95 and 1995-96:

Registrar apprised that the Accounts of the Institute for 1994-'95 and 1995'96 were audited by the AG, Tamil Nadu and their observations were yet to be received.

# a. Deployment of M/s.Muralidharan & Co., Chartered Accountants as the auditors of the Institute:

The Registrar further apprised that the audit party of AG, Tamil Nadu pointed out that the appointment of M/s.Muralidharan & Co., Chartered Accountants who had been auditing the accounts of the Institute since inception, i.e., 1993-94 required ratification of the Executive Council. M/s.Muralidharan & Co had been auditing the accounts of Madras University and other banking institutions, he added.

The Executive Council while ratifying the deployment of M/s.Muralidharan & Co, Chartered Accountants as Auditors for the Institute since 1993-94, directed to form a panel of Chartered Accountants so as to enable selection of a suitable agency for auditing the Institute accounts in future.

#### b. Formulation of Financial Bye-laws for the Institute:

Registrar stated that the Audit Party had also pointed out that the Institute had been following an Interim Financial Bye-law since 1993 and insisted that the Institute being an autonomous organisation should have its own Financial Byelaws similar to one being adopted in other autonomous organisations such as IIT, NIRD, etc.

The EC decided that the Finance Committee proposed to be constituted immediately would also frame Financial Bye-laws for the Institute.

#### Agenda Item No. IV:

#### Programmes:

#### 1. Review of Programmes undertaken after 1st Nov.'96:

Registrar apprised that in Dec.'96 a PAN-Commonwealth Workshop on "Partnership among Governments, Private Sector and NGOs in quality assurance and resource mobilisation for Education, Training and Employment opportunities" was organised in New Delhi, involving Senior Secretaries from PAN Commonwealth countries.

He further apprised that in pursuance of the in pursuance of consensus emerged during the meeting of State Youth Ministers and the Members of the Committee on National Youth Programmes (CONYP) held as a part of the First National Youth Festival at Bhopal that the country must prepare a long-term perspective plan for youth development with a vision, mission and a systematic and purposive action agenda, matching resource allocation to prepare the youth to enter the 21st Century with courage and conviction and to provide a clear direction to the youth development planners, administrators and programmers.

15 National Symposia were organised in different parts of the country on identified subjects viz.

- 1. Youth in Academic Institutions
- 2. Out of School/Non-Student Rural and Tribal Youth
- 3. Training, Employment, Vocational Guidance and Career Counselling
- 4. Youth-Culture and Creativity
- 5. Sports, Adventure and Recreation for Youth
- 6. Youth and Adolescence.
- 7. Youth Health including Drug Abuse, Alcohol and HIV/AIDS
- 8. Youth Sanitation and Environment
- 9. Youth with Special Needs and Youth in Conflict with Law
- 10. Youth and Gender Equity
- 11. Communicating with Youth Towards 2020 A.D.
- 12. Youth in Urban Areas
- 13. Youth and Population
- 14. Youth with Special Needs
- 15. Youth Issues in the North-East

Director, RGNIYD informed that separate funds were provided to the Institute for the purpose by the Department, besides UNICEF, UNFPA, etc.

The details were noted by the Executive Council.

## 2. Programmes for remaining period of 1997-98:

Orientation) had submitted some proposals, they appeared to be quite ambitious and therefore, required detailed study. exercined in depth

an appropriate

be constituled He suggested that first, a Programme Advisory Committee with national composition covering eminent people be constituted, which could go through these proposals since some of the proposals have huge staff component, which required careful analysis, besides some of the proposals were locally directed.

Vice-President while endorsing the views expressed by the Director, RGNIYD National and emphasised the need for having programmes with International Focus.

Director, RGNIYD stated that he had assigned 2-3 topics to the Faculty Head (Training & Orientation) particularly relating to the following:

- Preparation of a Directory of all Youth Organisations spread across the length and i. breadth of the country.
- Holding a Seminar in Feb. '98 in association with Cyp on Micro Credit ii.
- Holding a Seminar in rep. 90

  management for inemplaced youth

  Development of a Typoyouth Centre on RantyD att having

  Micro-Planning Management for self-employment of Youth similar to the Common
  Linkages with My Youth organisations. wealth Youth Credit Initiative in Ahmedabad, now called as 'SEWA'.

He further stated that in addition to the above programmes, one Asian Regional Seminar was being proposed and he had also drawn-up a proposal for a 2-day Symposium as well.

He informed that a Project had to be prepared for which the UNESCO had agreed to provide funds to build-up our communication network for training and education purposes and the interim proposal submitted by the Faculty Head (Training and Orientation) in this regard turned-out to be very ambitious, which might not be considered. This project should be formulated in such a way that it required minimum financial resources of about Rs.8-10 lakhs, but we must be able to get all the Youth Organisations in the country hooked-up to the network system through Videsh Sanchar Nigam Limited, he added.

President directed that a Programme Advisory Committee be constituted immediately to go through these proposals thereby enabling EC to take a decision.

He further stated that programmes should be organised immediately by the Institute in order to fulfil the objectives of the Institute and also because of the fact that RGNIYD was the pivotal organisation for Youth Development in the country.

3. Consideration of the proposal for setting up of a Programme Advisory Committee:

Action had already been taken while discussing the proposals submitted by the Faculty Head under Pt. No. 2.

#### Agenda No.V:

#### Budget:

Registrar invited the attention of the Executive Council to the Revised Budget Estimates for the year 1997-'98 and Budget Estimates for the year 1998-'99, which had already been submitted to the Department.

It was decided that the Department would follow-up the same with Ministry of Finance and ensure timely provision of adequate funds in view of the on-going construction activities.

### Renewal of Registration of the Institute with the Registrar of Societies:

Registrar apprised that the Annual Report and Audited Statement of Accounts for the year 1995-'96 duly approved by the Executive Council was submitted to the Registrar of Societies, Chengalpattu and after scrutiny of the same, the registration of the Institute had been renewed for the year 1996-97.

#### Agenda Item No.VI:

## Review of Filling-up of Vacant Posts:

The Executive Council noted the details of post lying vacant and it was decided that the posts already sanctioned but lying vacant till date could be filled up immediately.

At this juncture, Director, RGNIYD said that the Post of Registrar was not yet created, while major decisions were being taken by a part-time Registrar and emphasised the need to have a full-time Administrative Head.

## Agenda Item No.VII:

## 1. Creation of essential posts and recruitment thereof:

Registrar invited the attention of the EC to the proposal for creation of various Group C and Group D Posts so as to cope-up with the increasing workload.

Vice-President eategorically stated that since an international set-up was being aimed at posts on par with UNICEF and UNFPA and other United Nations Organisations regard heeping this 20 aspect in view

should be created so that decisions could be taken fast and programmes implemented in time.

He emphasised on having a qualitative change so that the Institute looked different from usual Government Office with more clerical staff.

He, therefore, stated that creation of these posts need not be considered at this stage unless a serious need was felt for creation of these posts.

AFA said that the Working Group suggested 31 posts in total out of which only 12 had been sanctioned by the Department and therefore, action should be initiated to fill-up the balance posts immediately.

President directed that the matter be processed and the posts as envisaged be created expeditiously.

## 2. Creation of Technical Posts recommended by the PCC:

Registrar apprised that the Project Co-ordination Committee in its ninth meeting held on 30th Aug. '97 approved the creation of posts of one qualified care-taker and one ITI trained work assistant on regular basis and the remaining technicians as detailed below on contract basis, as recommended by the Technical Committee:

i	Electrician who can also handle sound/video projection equipments and Air conditioning plant etc.	2 Nos.	Initially the number can be three which
ii.	Plumber-cum-sewer man	1 No.	may be
iii.	Mason-cum-carpenter	1 No.	increased to six
iv.	Plumber-cum-Mali	1 No.	as per site
v.	Helpers to Skilled Workers	2 Nos.	requirements
	(unskilled labour)		

Vice President stated that since there was a liability period for every work, to start with only 3 posts be created in addition to one qualified care taker and ITI Trained Work Assistant on regular basis.

Mr.Bijoy Kant explained that some works have a period of 6 months as liability period during which the respective firm would take care of the installation/equipment and maintenance thereof at no extra cost. However, for quality control and upkeep some technical staff were necessary, he added.

President directed that in the next meeting explicit details should be placed for consideration in this regard.

The EC approved creation of one post each of one qualified care taker and ITI Trained Work Assistant on regular basis and 3 technical posts on contract basis.

As regards Watch and Ward to be entrusted to a reputed security agency, it was decided to consider this issue in the next EC Meeting.

#### Agenda Item No. VIII:

#### Purchase of Vehicles:

Registrar stated that one small bus and one jeep were required not only to commute the officials from RGNIYD City Centre to the Institute at Sriperumbudur, but also for field visits to be made during training programmes.

It was decided that the proposal could be approved in principle subject to statutory provisions and purchase be made only after the Administrative wing shifted to the campus.

#### Agenda Item No. IX:

Any other points with permission of the Chair:

i. Implementation of V Pay recommendations - Payment of Arrears to RGNIYD Employees:

AFA clarified that the Ministry of Finance would be issuing separate orders in respect of Autonomous Organisations in this regard shortly.

It was decided that Payment of Arrears and Fixation of Pay in the case of employees of RGNIYD would be done only after receipt of relevant orders from the Ministry of Finance and Department of Youth Affairs and Sports.

ii. Redesignation of Faculty Head, Revision of Pay Scale of Training Officer, Functional Requirements and other issues raised by Faculty Head.

The Executive Council decided that the proposed Programme Advisory Committee would scrutinise all the proposals submitted by the Faculty Head (Training and Orientation) and put-up recommendations to the EC for consideration.

iii. Provision of Residential Telephone Connection without STD/ISD facility to the P.S. to the Director.

The Executive Council approved provision of Residential Telephone Connection without STD/ISD facility to the P.S. to the Director in view of effective co-ordination required to be ensured.

#### iv. Appointment of Shri A.V.Rajaraman for Construction Management Services:

Registrar apprised that on the advice of the Director, RGNIYD an advertisement was released for appointment of one Retired SE/EE and one Retired AE from CPWD for Construction Management Services.

He further said that Mr.A.V. Rajaraman, Retired EE from CPWD was selected by a committee constituted for the purpose by the Department on a consolidated monthly salary of Rs.10000/- plus transport facility to site and back and reimbursement of official telephone call charges. However, his services were dispensed with as instructed by the Department.

The Executive Council ratified the above action.

#### v. Selection of Emblem for RGNIYD:

Registrar invited the attention of the Executive Council to the 3-selected designs for adoption as logo for the Institute placed before the Members.

It was decided that the Programme Advisory Committee proposed to be constituted immediately would put-up recommendations to the EC in this regard.

#### vi. Reconstituting the Executive Council and Advisory Board:

It was decided that the process of reconstituting the Executive Council and Advisory Board be expedited as some action had already been initiated in this regard.

## vii. Insurance Coverage for Buildings/Equipments:

It was approved that Institute Buildings and Equipments be insured after the liability period/acquiring all equipments.

### viii. Provision of Fires Safety Equipments:

Registrar apprised that the State Govt. while according permission to the designs/drawings of the Institute Buildings requested the Institute to ensure provision of Fire Safe equipments. This was approved by the Executive Council.

#### ix. Regularisation of Services of RGNIYD employees on contract:

It was decided to defer this issue for the time being and necessary action would be initiated after finalisation of Service Bye-laws for the Institute and approval by the EC thereof.

The meeting ended with thanks to the President.

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