

**MINUTES OF THE 47<sup>th</sup> AUTHORITY MEETING HELD ON 11.08.2021, ON WEBEX PLATFORM, UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER & CHAIRPERSON, SEEPZ-SEZ AUTHORITY.**

The following were present: -

- |       |  |   |                  |
|-------|--|---|------------------|
| (i)   | Shri. C.P.S. Chauhan<br>JDC, SEEPZ-SEZ                         | - | Member/Secretary |
| (ii)  | Shri. D.T. Parate,<br>Asstt. DGFT, Mumbai                      | - | Member           |
| (iii) | Shri. Vijay Gujarati,<br>COO, M/s. EOS Power India Pvt. Ltd.   | - | Member           |
| (iv)  | Shri. Ashish Kothari, Director<br>M/s. Jewalex India Pvt. Ltd. | - | Member           |

**Special Invitees:-**

Shri. Anil Chaudhary,  
Specified Officer, SEEPZ.

Shri. Anurag Agarwal, DDC, Shri. Z. S. George, PAO, Shri. Raju Kumar, ADC, Shri. Keshav Jadhav, ADC, Smt. Rekha Nair, Assistant, Shri. Ravindra Kumar, UDC and Shri. Rajesh Kumar, UDC also attended for assistance and smooth functioning of the meeting.

The Chairperson welcomed all the members present and thereafter agenda of the meeting was taken up.

**Agenda Item No. 1: Budget Manual for SEEPZ Authority.**

The Budget Manual for SEEPZ Authority has been taken on record and in-principle approval has been granted. Suggestions, if any, have been called from the trade members within 2 weeks and thereafter the same will be sent to MoC&I and CAG. Thereafter, the budget manual will be notified.

**Agenda Item No. 2: Budget for the financial year 2021-22.**

The Budget for the financial year 2021-22 has been taken on record and in-principle approval has been granted. Suggestions, if any, have been called from the trade



members within 2 weeks and thereafter the same will be sent to MoC&I and CAG. Thereafter, the budget for the financial year 2021-22 will be notified.

**Agenda Item No. 3: Standard Operating Procedure for Financial Expenditure (GFR compliance).**

The Standard Operating Procedure for Financial Expenditure (GFR compliance) has been approved and the same has to be notified.

**Agenda Item No. 4: Standard Operating Procedure for Works (GFR and Manual of Works Compliance).**

The Standard Operating Procedure for Works (GFR and Manual of Works Compliance) approved and the same has to be notified.

**Agenda Item No. 5: General advisory on Procurement (GFR compliance and compliance to Manual for procurement of Goods and Manual of procurement of Service - Consulting and Non - Consulting).**

The General advisory on Procurement (GFR compliance and compliance to Manual for procurement of Goods and Manual of procurement of Service - Consulting and Non - Consulting) has been approved and the same has to be notified.

**Agenda Item No. 6: E- Procurement Threshold at Rs 2 Lakhs for SEEPZ, SEZ and GeM Procurement notification for procedural compliance.**

The proposal for any procurement above 2 lakhs has to be necessarily made through e procurement only has been approved and the same has to be notified.

**Agenda Item No. 7: Tabling of all liabilities and monthly statement of Accounts of SEZ Authority.**

The monthly statement for July 2021' of Accounts of SEZ Authority has been taken on record by the Authority.

**Agenda Item No. 8: Inventory Maintenance on basis of GFR and operational control by Finance and Accounts Division.**

In order to avoid inconvenience, on account of shortage of goods, the proposal for Inventory Maintenance on basis of GFR was in-principally approved in order to

determine the actual quantity of Inventory to be maintained w.r.t. stock of lights, spare parts etc. The suggestions of trade members, if any, have been called for.

The chairman has conveyed that the General Authority Meeting will be held in the end of August 2021 and also a special Authority Meeting focusing on the issues of Estate management will be held in the 2<sup>nd</sup> week of September 2021.

The meeting concluded with a vote of thanks to the Chair.

This issues with the approval of the Chairperson of SEEPZ SEZ Authority.



(C.P.S. Chauhan)  
Secretary/Jt. Development Commissioner,  
SEEPZ SEZ Authority