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Minutes of the 4th Meeting of the SEEPZ-SEZ Authority held on 4th December, 2009 at 11.30 a.m. under the Chairmanship of Development Commissioner, SEEPZ-SEZ and Chairperson, SEEPZ-SEZ Authority.

- Present
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| 1. Ms. Reshma Lakhani,
Jt. Development commissioner,
SEEPZ-SEZ. | : | Member |
| 2. Shri Amar Kothari,
Managing Director
M/s. Inter Gold (I) Ltd. | : | Member |

- In Attendance:
1. Shri P.S. Raman,
Dy. Development Commissioner
SEEPZ-SEZ.
 2. Smt. M.J. Kukarni,
Asstt. Development Commissioner
SEEPZ-SEZ.

Agenda Item No.1 : Confirmation of the Minutes of the 3rd meeting held on 08.09.2009.

The Minutes were confirmed.

I. Expenditure towards Disaster management Plan (DMP)

The Authority noted that YASHADA, Pune, has been assigned the work of preparation of Disaster Management Plan for SEEPZ-SEZ at a cost of Rs.13.05 lakhs. The Authority approved an advance payment to the extent of 60% of the approved cost i.e. Rs. 7.83 lakhs to be released to M/s. YASHADA.

II. Additional manpower for Security – Approval of the selected Agency.

The Authority noted that as the performance of the Guards provided by M/s. Ganesh Security Agency has not been satisfactory, the Zone Administration has, based on Tenders received in response to Tender Notice published in the Newspapers, accepted the tender of M/s. Vindyachal Security Detective & Allied Services Pvt. Ltd. and asked them to provide services of 29 Security Guards. It was also observed that performance of the Security Personnel provided by M/s. Vindyachal Security Detective & Allied Services Pvt. Ltd. may be assessed if found satisfactory, further requirement of personnel from them may be examined.

III. Disposal of e-Waste

The Authority noted the details mentioned in the Agenda Note. It was further observed that the Hazardous Waste Management Rules, 2009 may be circulated to all Units and they should be informed about the approved handlers of e-waste in order to ensure proper disposal of e-Waste.

IV. Bio-Methanization Project.

The Zone Administration has been examining the possibility of setting up of a Bio-Methanization Plant with the technical assistance of Dr. Kale of BARC so as to take care of the wet garbage disposal. It has been the experience in the past that wet garbage disposal has been a matter of concern at all times since any accumulation of the same adversely affects the up-keep of the Zone Complex. Setting up of the Bio-Methanization plant would take care of the disposal of wet garbage. In this regard, Expression of Interest was invited by publishing the proposal in the leading local newspapers and three parties who have BARC technology, have responded. These responses were analyzed by a Committee and the parties were asked to submit revised estimates taking into account the following:-

- (i) land required for setting up the Plant will be leased for a period of 30 years and the lease rent payable shall be @ Rs.70/- per sq.mt. per annum.
- (ii) the entrepreneur will claim the subsidy available under the MNRE Scheme and the remaining project cost would be invested by the entrepreneur.
- (iii) the project would be implemented on turn-key basis and the arrangement for payment of royalty or sharing of revenue with the Zone Administration would also be indicated in the revised proposal.

The Authority noted the present status and observed that priority may be accorded for this project.

V. Solid Waste Management

The Zone Administration has invited Expression of Interest for Solid Waste Management by publishing the related details in the leading local Newspapers on 1.12.2009. After discontinuation of the garbage removal arrangement through MIDC and separation of the wet and dry garbage, the Zone Administration has been inviting short tender for removal of dry garbage in the past few months. The last date for submission of Expression of Interest is 15.12.2009. Further progress in the matter will be submitted to the Authority in due course.

Present status was noted.

VI. Annual Garbage Tender

The Zone Administration was inviting annual tender till 2007 for removal of garbage including gutter waste and septic tank waste from the Zone Complex. In the year 2006-07, the work of garbage removal was assigned to the MIDC as a nodal agency. The MIDC invited annual tender for the year 2006-07 and 2008-09. The contractor discontinued the work before completion of the contract period, which caused considerable difficulties due to accumulation of garbage in the maintenance of up-keep of the complex. Subsequently, the Zone Administration decided to separate the wet garbage and arrangement for regular removal of wet garbage has been made with the BMC.

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Apart from the dry garbage, gutter waste and common septic tank waste also are to be disposed. The septic tank waste and gutter waste contain particles of precious metal which passes through the dust form in the drain/sewer line. The tenderer gets the sample tested from the Government Mint and pays customs duty based on the presence of precious metal certified by the Government Mint.

It is proposed to invite annual tender for removal of dry garbage specifying that the contract can be discontinued with 45 days notice in case the Zone Administration decides to have in-house dry waste management arrangement.

The Authority observed that the Annual Tender may be invited by publishing Tender Notice in leading local newspapers.

VII. Setting up of a Refinery Project in SEEPZ-SEZ.

The Authority noted that it was brought to the notice of the Authority in its meeting held on 28.07.2009 that setting up of a Refinery facility in the Zone would be desirable to take care of disposal of the septic tank waste. Further, such a Refinery would also be an added infrastructure for the Gems & Jewellery units for recovery of precious metal from sweepings/dust, etc. In this regard, the Managing Director of M/s. Hoover & Strong, USA visited SEEPZ and also held discussions with the office bearers of the SGJ&MA. As the project envisages substantial investment, M/s. Hoover & Strong stated that they would require permission for taking a sample of septic tank waste so that they can assess in their refinery the actual extent of presence of precious metal recoverable from the waste, based on which they would be in a position to assess whether setting up a refinery in SEEPZ by their investment would be viable or not. Accordingly, M/s. Hoover & Strong were permitted to take sample septic tank waste to their refinery subject to compliance of applicable Custom procedures vide Zone Administration's letter No. SEEPZ-SEZ/EMS/Refinery/199/09-10/12062 dated 18.11.2009. Further response from M/s. Hoover & Strong in this regard is awaited.

VIII. Annual House Keeping Contract

It was noted that the Zone Administration published in the leading local Newspapers tender notice inviting tenders under the two bid system i.e. Envelope-1 containing the terms and conditions and Envelope-2 containing the financial bid. Envelope-1 has been opened and the details are being scrutinized, based on which Envelope-2 will be opened on a specified date after giving intimation to concerned parties so that they can remain present if they so desire.

IX. Building Facilitation Centre

It was noted that the MIDC has completed construction of the Business Facilitation Centre building and has also issued building completion certificate. The BFC building has various facilities such as ready constructed space for Restaurant, Conference Hall, Guest House, Gymnasium, Health Club, etc. The Zone Administration proposes to invite tender from reputed hospitality agencies for running these facilities based on tender notice published in newspapers. The format of Leave & Licence Agreement is being finalized in consultation with the Ministry of Law.

X. Major repairs of SDF-V , Gems & Jewellery Complex No.I & II.

The Authority noted that considering the present condition of the building, SDF-V, Gem & Jewellery Complex -I & III require major repairs. It was observed that a Committee comprising of few representatives from the allottees in the building, representatives from MIDC, may jointly examine the possibility of revising the lease rent upward.

XI. Transfer Policy for premises / plots within SEEPZ-SEZ

It was noted that the transfer Policy needs to be reviewed to as to bring them in alignment with the SEZ Rules and the same was also discussed in the Approval Committee meeting held on 26.11.2009. The view held was that henceforth a specific condition may be specified in new LOA specifying that "on de-bonding of the project, the space allotted shall be surrendered back to SEEPZ Authority". In respect of existing units also, similar condition will be made applicable. A Public Notice is being issued in this regard to all units separately.

The Authority noted the action proposed in the Agenda Note.

XII Other staff requirement of Authority

The position with regard to the vacant posts out of the sanctioned strength in Security Wing and action proposed to be taken for filling up of the same were noted.

As regards other staff requirement of the Authority, it was noted that the requirement has been proposed as follows:-

1) Manager (Estate)	:	1 post
2) Caretaker	:	1 "
3) Executive (Estate)	:	1 "
4) Chartered Accountant	:	1 "
5) Executive (Accounts)	:	1 "
6) Manager (Public Relations & Marketing)	:	1 "
7) Stenographer	:	1 "
8) Helper	:	2 Posts

The Authority observed that keeping in view Rule 9 (4), it may be examined, in respect of which posts, regular staff need to be appointed and service which can be outsourced. It was also noted that Rule 9 (2) of the Authority Rules specify that "categories, numbers and pay scales of the officers and employees required by the Authority under sub-rule (1) shall be decided with the approval of the Central Government." Necessary action for supplementing staff requirement may be initiated after fulfilling these conditions.

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General Issues

I. Structural Stability of Building

The MIDC may be asked to carry out audit of structural audit of the buildings and submit their report within three months period.

II. Encroachment

It was decided that all encroachment of common area may be inspected by a joint team of SEEPZ Authority and SPA, keeping in view safety /load conditions and other needs of production activities and relevant Rules, the encroachments which are permissible to be regularized may be identified and the remaining be removed.

III. Lease Rent

As substantial capital nature of expenditure is involved in renovation / major repairs of building, it needs to be examined as to whether Lease rent can be increased, and if so, to what extent ? As indicated in Item No. X above, a Committee comprising few representatives from the allottees in the building and representatives from MIDC will be formed by the Chairperson for this purpose.

IV. Service Charges

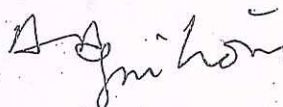
The Authority noted that providing adequate lighting in the common area is required from the security point of view. It was also noted that proposal for providing flood lights at an estimated cost of Rs.74.75 lakhs has been included in the proposal submitted for consideration under the ASIDE Scheme of the Ministry. It is necessary to provide adequate lights wherever necessary. The Authority desired to know whether the service charges selected at present at the rate of Rs.23/- per sq.mtr. per year is adequate to meet the expenditure on electricity.

The Authority observed that it needs to be examined as to whether services charges recovered are proportionate to expenditure incurred on rendering the services.

V. Penalty

The Authority noted that the common area is made dirty by spitting and throwing waste in the open by employees of the units. It was observed that while dust bin should be provided wherever necessary, a system of imposing penalty should also be adopted so as to improve the situation. A Circular is to be issued in this regard. Requesting units to engage additional watch and ward staff for marshalling such areas is also an option. This should be explored.

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


Chairperson
SEEPZ SEZ Authority.