

**Minutes of the 14<sup>th</sup> Meeting of the SEEPZ-SEZ Authority held on 28.03.2012, at 3.30 p.m. under the Chairmanship of Development Commissioner, SEEPZ-SEZ and Chairperson, SEEPZ-SEZ Authority.**

- Present
1. Ms. Reshma Lakhani, : Member  
Jt. Development commissioner,  
SEEPZ-SEZ.
  2. Shri R.D. Sharma, Dy. DGFT, Mumbai.: Member
- In Attendance:
1. Shri P.S. Raman, : Secretary  
Dy. Development Commissioner  
SEEPZ-SEZ.
  2. Smt. M.J. Kukarni, : Manager (Estate)  
Asstt. Development Commissioner  
SEEPZ-SEZ.

**Agenda Item No.1 : Confirmation of the Minutes of the 13<sup>th</sup> meeting held on 10.02.2012.**

The Minutes were confirmed.

**Agenda Item No.2: Review of Physical and Financial Progress of ongoing projects and annual accounts for the next year**

The Authority noted the physical and financial progress of the ongoing works. As regards Annual Accounts for the next year, it was noted that the same is under finalization and will be submitted in the next meeting of Authority.

**Agenda Item No.3: Payment of Income Tax**

It was noted that an amount of Rs.7,52,18,300/- for the financial year 2009-10 and an amount of Rs.8,79,69,051/- for the financial year 2010-11 has been paid on 22.03.2012. The Advance Tax amounting to Rs.4,12,00,000/- for the current financial year is being paid.

**Agenda Item No.4: Appointment of Chartered Accountant for the year 2012-13.**

The Authority approved the proposal for extension of the term of M/s. Kedia & Company, C.A for the financial year 2011-12 at the compensation of Rs.30,000/- p.m. As regards 2012-13, the Authority observed that before considering the continuation of M/s. Kedia & Co. it may be ascertained from the Local office of the CAG as to whether the internal Auditor is to be changed once in three years.

**Agenda Item No.5: Appointment of Hindi Consultant for the year 2011-12.**

The Authority noted that clarification from the Ministry with regard to the reference made as to whether the Head of the department can approve the appointment of Consultant, is likely take some more time. In view of this, the Authority of extension of the existing arrangement for a further period three months i.e. upto 30.6.2012.

**Agenda Item No.6: Creche Facility**

The Authority noted that the crèche facility has been functioning satisfactorily and the extent of using the facility has also improved. It was noted that as per the Factories Act, 1948, unit employs 30 or more women employees is required to provide crèche facility. The existing crèche facility is created as a common facility for all the units and therefore, it is mandatory for the employer to contribute for meeting the expenditure for running the facility. Accordingly, it was directed to issue a Circular to all the units directing them to make payment as per the contribution

crèche facility should also be recovered from the Employers' contribution. In the meanwhile, in order to ensure smooth functioning of the facility, as an interim arrangement, the Authority approved continuation of the existing arrangement of meeting the expenditure from the Authority Fund upto 30.06.2012.

#### **Agenda Item No.7: Employees Clinic Facility**

The Authority noted that as per the Factories Act, 1948, Annual check up of employees is mandatory. This expenditure is to be met by the employer. It was noted that the Dispensary has been created in order to provide a common facility for the annual check up of the employee and also to facilitate emergency medical aid to the employees of Zone units. The expenditure for running the facility is to be met by the employers.

It was noted that for want of funds, payment of salary to the doctor and staff is held up and MARG has made a request for transferring the contribution received so far from the employers amounting to Rs.1,02,500/- to MARG so that they can meet the essential expenditure. It was also noted that MARG has obtained registration from the Appropriate Authorities.

After detailed discussion on the subject, the Authority given the following directions:-

- ✓ 1. A Circular may be issued to all units directing to pay the contribution fixed and already communicated to them within 30 days.
2. The Committee set up for overseeing the working of the dispensary should meet at least once in a quarter and submitted observations to the Authority.
- ✓ 3. In order to meet the present crisis, the contribution received so far from the employer may be transferred to MARG after deducting operational expenditure if any incurred by the Authority.

#### **Agenda Item No.8: Bio-Methanation Project**

The Promoter of M/s. Asoka Biogreen informed the Authority in person that the work of setting up of the plant has commenced in January, 2012 and is expected to be completed by end of May, 2012. Thereafter, the trial run period shall be for another 3 - 4 months. He, further stated that they are already invested Rs.10.00 lakhs so far and requested for release of Rs.8.00 lakhs as the 1<sup>st</sup> installment of contribution from the Authority out of the contribution for the project from the Authority of Rs.32.50 lakhs. He said that as there has been delay in commencement of the civil work due to various procedural issues, they had approached MNRE seeking extension of time for completion of the project and accordingly, MNRE has approved extension of time upto 31.07.2012.

After detailed discussion on the subject, the Authority directed as follows:-

1. The D.E. , MIDC, SEEPZ Sub-division to submit the estimate for laying the pipe for distribution of gas at the earliest.
2. The work of laying of pipe should be completed by end of May, 2012.
3. A regular water connection and power connection may be provided in the name of the Authority at the project site.
4. The contribution of Rs.32.50 lakhs from the Authority may be released in 4 installments as follows:-
  - i. Rs. 8.00 lakhs by 10.4.2012
  - ii. Rs.8.00 lakhs by 30.4.2012
  - iii. Rs.8.00 lakhs by 15.5.2012

iv. Rs.8.50 lakhs by 31.5.2012

The promoter was directed to ensure completion of the work before onset of monsoon.

**Agenda Item No.9: Running of Yoga Class in BFC Building.**

The Authority noted that there has been no response from any of the three applicants so far with regard to the rent what they can offer. It was directed that the matter may be further examined and the outcome may be submitted in the next meeting.

**Agenda Item No.10: M & R Works.**

- i. **Estimate for repairs to water tank of SDF-I to IV, VI, G&J-I and Fixing terrace doors.**

The Authority noted that the repairs are of essential nature and approved the estimates of Rs.33,70,600/- (gross)

- ii. **Estimate for repairs to ICH Canteen near SDF-II, G&J Complex-II and providing terrace doors.**

The Authority noted that the repairs are of essential nature and approved the estimates of Rs.47,97,700/- (gross)

- iii. **Estimate for special repairs for G&J Building No.I.**

The Authority noted that the repairs are of essential nature and approved the estimates of Rs.2,11,86,000/- (gross)

- iv. **Estimate for AMC of BFC Building.**

The Authority noted that the estimate of Rs.13,98,500/- submitted by the MIDC also includes Rs.2,00,628/- towards purchase of diesel, oil and lubricant. The authority approved the estimate and directed that the expenditure on diesel, oil and lubricant should be based on actual consumption.

- v. **Estimate for Operation and maintenance of Sewage treatment Plant.**

The Authority noted that the repairs are of essential nature and approved the estimates of Rs.45,00,200/- (gross)

- vi. **Estimate for repair of A-3 Staff Quarter.**

The Authority noted that the repairs are of essential nature and approved the estimates of Rs.32,72,100/- (gross)

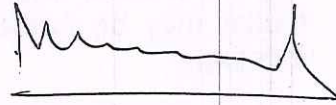
- vii. **Estimate for repairs and restoration of structural members and painting of SEEPZ Service Centre Building.**

The Authority noted that the proposal is for repair and restoration of structural members and painting of SEEPZ Service Centre Building amounting to Rs.35,10,850/-

- viii. **Estimate for Annual maintenance contract for the High Mast, Street Light and Electrical maintenance of buildings in the SEEPZ-SEZ premises and residential buildings in SEEPZ Staff Quarters.**

It was noted that the revised estimate is for a sum of Rs.38,50,575/- for AMC for high mast and street light including electrical maintenance for one year. The authority approved the estimate.

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



**Chairperson  
SEEPZ SEZ Authority.**