

**AGENDA FOR THE 2ND MEETING OF THE SEEPZ SEZ AUTHORITY
SCHEDULED TO BE HELD ON 28TH July, 2009 AT 4.00 P.M.**

1. **Proposal for handing over maintenance of individual buildings to respective unit Associations.**
2. **Setting up of refinery unit in SEEPZ SEZ**
3. **Plans for waste/recycling in SEEPZ SEZ**
4. **Approval of the Disaster Management Plan of SEEPZ SEZ**
5. **Annual Garbage Tender for the year 2009-10**
6. **Inviting suggestion from units regarding maintenance of the Zone Complex.**
7. **Change of signature relating to operation of Authority's bank account.**
8. **Hiring of a vehicle for Security Wing**
9. **Hiring of services of private security guards.**

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**AGENDA FOR THE 2ND MEETING OF SEEPZ-SEZ AUTHORITY SCHEDULED
TO BE HELD AT 4.00 P.M. ON 28.7.2009.**

Item No.1: Proposal for handing over maintenance of individual buildings to respective unit Associations.

The practice followed so far has been that day-to-day maintenance of the common area of Govt. SDFs buildings is carried out by SEEPZ Administration through the MIDC. It is felt that handing over the day-to-day maintenance of individual building to respective unit Associations / societies would be more effective as this would envisage involvement of allottees in the upkeep of common area of the building. In so far as the repairs to the buildings are concerned, the same shall continue to be carried out by the Authority.

Item No.2: Setting up of refinery unit in SEEPZ-SEZ.

In SEEPZ-SEZ, there are nearly 130 Gem & Jewellery units in operation. Though, the units have certain in-house refining system of gold from the sweepings of shop floor, etc., invisible particles of precious metals get collected in the gutter waste and septic tank waste. The SEEPZ-SEZ Authority includes this also as a part of the annual garbage tender. Considering the large presence of jewellery units in SEEPZ-SEZ, industry's Association has been expressing the view that a refinery as a common facility would be beneficial to the units to retrieve precious metal particles from the gutter waste/ septic tank waste. This issue was discussed in the last meeting of the Authority held on 19.05.2009. As per the decision in the meeting, letters were sent to M/s. Parekh Platinum and M/s. National Jewellery requesting them to contact the Authority in case they are interested in discussing the proposal for setting up a common refinery facility in SEEPZ-SEZ. In order to assess the scale of operation of the refinery, it is suggested that a feasibility study may be conducted by an expert agency like Gems & Jewellery Export Promotion Council before the matter is taken further ahead. Approval of Authority is therefore sought in the matter.

Item No. 3: Plans for waste/recycling in SEEPZ-SEZ.

There should be a one year target for making SEEPZ, a "0" waste Zone. Segregation of dry & wet garbage has been made in the recent past. In-house conversion of organic waste is a priority.

In order to have in-housed disposal facility of waste materials such as Cardboard / Plastic / Packing material etc. it would be desirable to have a

recycling facility in the SEEPZ-SEZ. It is proposed to invite expression of interest in this regard from interested parties.

Item No.4: Approval of the Disaster Management Plan of SEEPZ-SEZ.

As per the report received from Mumbai Police Authority from time to time, SEEPZ-SEZ is one of the sensitive vital installations in Mumbai. Accordingly, the Security arrangements are reviewed from time to time by the Zone Administration.

At present, there is no Disaster Management Plan (DMP) prepared for SEEPZ-SEZ though, some of the units operating in the Zone have their own individual DMP. The Zone Administration has requested YASADA, Pune (a Govt. of Maharashtra Organization) for preparation of a DMP for SEEPZ-SEZ. The Director, YASADA, Pune inspected the Zone recently and gave initial estimate of Rs. 18/- lakhs. On the request of the Development Commissioner, SEEPZ, the Director YASADA has revised and reduced the estimate by 25% and has given a final estimate of Rs. 13.05 lakhs for preparation of the DMP. It is proposed to incur the expenditure from the Authority Fund. Approval of the Authority is sought for incurring the expenditure.

Item No.5: Annual Garbage Tender for the year 2009-10

The annual Garbage Tender for the year 2009-10 was published in the Newspapers but the tenders received were much less than the reserve price fixed by the Zone Administration. Therefore, it has been decided to issue re-tender.

Till the finalization of Annual Garbage Contract through tender procedures, short tender procedures are adopted only for removal dry garbage so as to ensure that there is no pile up of garbage in the Complex. Wet garbage removal is carried out by the BMC.

Item No.6: Inviting suggestions from units regarding maintenance of the Zone Complex :

It is proposed that suggestions may be sought from units regarding various works / steps to be taken by the Authority in the area of maintenance and management of SEEPZ to be considered in plan.

Item No. 7 : Change of signature relating to operation of Authority's bank account.

The Authority has opened a current account No. 3075552003-0 with State Bank of India, SEEPZ Branch w.e.f. 04.05.2009. At present, the signature of JDC has been given to the Bank as Acting Chairperson (at the time of opening the bank account, the DC was on Election duty and the charge was held by JDC). In this regard, the following further action necessary:-

- 1) Signature of DC is to be furnished to the bank as Chairperson of the Authority.
- 2) Name of other signatories to be decided for signing Cheques.

Item No. 8 : Hiring of a vehicle for Security wing

Considering the threat potential and large area involved, hiring of the vehicle for the SEEPZ Security wing on regular basis may be approved by the Authority.

Item No. 9 : Hiring of services of private security guards

As per reports received from Mumbai Police Authorities from time to time, SEEPZ is one of the sensitive organizations in Mumbai from security point of view. The existing security wing of SEEPZ has a sanctioned strength of 68 nos. personnel. The Mumbai Police Authorities conducted a safety audit of the Zone in the month of June, 2007 and suggested that there is need for additional manpower of 87 persons. This issue was taken up with the Ministry. The Ministry granted approval for hiring services of 29 private security guards as a temporary measure. As per section 34 of the SEZ Act, development, operation and management of the SEZ are the functions of the Authority and thus the security related functions also come under the Authority.

Approval of the Authority is therefore sought for hiring services of 40 private security guards from reputed and registered private security agencies on the basis of tender notice published in one leading English and one leading Hindi news paper. Expenditure for this is to be incurred from the Authority Fund.