

MINUTES OF THE 32<sup>nd</sup> AUTHORITY MEETING OF THE SEEPZ SEZ AUTHORITY  
HELD ON 27.03.2017 AT 11.00 AM

**The following were present:**

- 1) Shri V.P. Shukla- Secretary  
Estate Manager/Secretary
- 2) Shri. Abhay Doshi, (MD)- Trade Member Representating  
M/s. Fineline Circuit Ltd.

**Agenda: I Application for Repairs /Renovation /Addition /Alteration /Demolition within the unit premises (Major and Minor Work).**

The Authority has approved the application for minor and major repair work.

**Minor Work:**

Cost is not more than Rs. 5,00,000.00 (Rs. Five Lakhs Only).

**Fee Details:**

Inspection Fee (Non Refundable): Rs.2,000/- (Rupees Two Thousand) in advance  
Security Deposit (Refundable): Rs. 25,000 (Rupees Twenty Five Thousand) in advance

**Major Work:**

Cost is more than Rs. 5,00,000.00 (Rs. Five Lakhs Only).

**Fee Details:**

Inspection Fee (Non Refundable): Rs. 2,000/- (Rupees Two Thousand) in advance  
Security Deposit (Refundable): Rs. 2,00,000 (Rupees Two Lakhs) in advance

**Decision: Authority approved the Agenda for Major and Minor Work.**

**Agenda II: Penalty to be imposed for violations of permission or work without permission.**

The Authority approved the below mentioned penalties

Sr no.	Type of Violation	Penalty
1	Violation of Minor Work	up to Rs. 1,00,000/-
2	Violation of Major Work	up to Rs. 5,00,000/-
3	<b>Penalty for misuse of pantry or running as commercial canteen</b>	
	1 <sup>st</sup> time violation	Rs. 50,000/-
	2 <sup>nd</sup> time violation	Rs. 1,00,000/-

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	For subsequent violations, allotment may be cancelled	
4	Unauthorized encroachment for damages caused to any property	Rs. 1,00,000/-
5	In addition to above the <del>cost of repairs</del> Damages caused to any property for any violation	Cost of repairs/ removal of construction

**Decision:** The Authority approved the above penalties.

**Agenda III: A. Appointment of Senior Engineer and Junior Engineer w.e.f November, 2016 and Appointment of AEM Finance and HR.**

**Decision:** NFCD will provide the engineers upto 3 as per requirement. These engineers of NFCD will directly report to SEEPZ-SEZ Authority for work of Technical nature including scrutiny of application for major and minor repairs etc.

The following shall be experience and remuneration of engineers:

Sr no.	Engineers	Qualification	Experience	Remuneration
1	Senior	Bachelor degree in engineering in respective fields	Minimum 25 years	Rs. 1,50,000/-
2	Junior	Bachelor degree in engineering in respective fields	Minimum 20 years	Rs. 1,00,000/-

**B. Appointment of Assistant Estate Manager - Finance with remunerations of Rs. 71,529/- PM and Assistant Estate Manager - HR with remunerations of Rs. 71,529/- PM w.e.f December, 2016.**

In pursuance of the decision by Authority in its 30<sup>th</sup> meeting dated 18.11.2016, it was decided to hire 3 Assistant Estate Manager through NFCD. Vide letter no. NFCD/MUM/SEEPZ/ 2016-17 dated 17.11.2016, NFCD has fixed the remuneration of AEM's w.e.f 1.12.2016 as under:

Sr no	Designation	Salary
1	Assistant Estate Manager - Finance	Rs. 71,529/- PM
2	Assistant Estate Manager - HR	Rs. 71,529/- PM

**Decision: The Authority approved the above mentioned remuneration.**

**Agenda IV: Revision of Service Charges for the FY 2017-18 w.e.f. 1.4.2017**

**Decision:** Based on the calculation provided in the agenda Authority decided to increase the Service Charge of Rs. 250/- per sq mtr pa. w.e.f 1.04.2017 on the basis estimated expenditure for FY 2017-18 on the basis of actual expenditure of FY 2016-17 + 10% as increase in estimated expenditure.

**Agenda V: Revision of lease Rent for FY 2017-18 w.e.f. 1.4.2017**

**Decision: Authority decided the fixed /revised the Lease Rent as under:**

Rate (2016-17)	Revised Rate per sq. mtr. p.a. (2017-18)	
1100	1350	
1100	1350	
1100	1350	
1100	1350	
1100	1350	
1600	No change	
1600	No change	
1600	No change	
2350	No change	
2350	No Change	
1600	No change	
1600	No change	
Commercial Canteen (Kaydees canteen)	2350	
TOWER I	100	No Change
TOWER II	100	No Change
PLOTS	100	No Change
BANKS	100	No Change
TATA POWER	100	No Change
BEHIND G&J ASHOKA	100	No Change
<b>No lease Rent for use of common space:</b>		
To install equipments with permission (Estate Manger) to meet statutory requirements		

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but inspection charges (Non refundable) and security charges (Refundable) will be recovered as per criteria.

<p><b>Temporary Monsoon shed:</b> Temporary Monsoon shed from May to September with permission of Estate Manger: permission shall be granted to all units who are interested to make a temporary shed in monsoon season from May to September for this specific purpose circular will be issued, notifying the format of application as well as inspection fees, Security deposit and procedure for granting permission)</p>	<p>Rs. 1,00,000/- one time charges + inspection charges (Non refundable) and security charges (Refundable)</p>
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**SEEPZ Residential Complex**

A Type	1 RK	4,000/-
B Type	1BHK	10,000/-
SHOPPING COMPLEX	1100	1350

**Agenda VIII: Fixing of Lease Rent (Construction of New Tower).**

**Decision:** Based on the calculation provided in the agenda, Authority decided to fix lease rent for galas in the New Tower as Rs. 3,500/- per sq mtr pa. It was also decided to name New Tower as SDF - VIII.

**Decision:** The Authority has approved the lease rent for Construction of New tower amounting to Rs. 3500/- per sq mtr per annum.

**Agenda: IX: Budget for the financial year 2017-18.**

**BUDGET FOR THE YEAR 2017-18**

(Rs. In Lacs)

Sr No.	Particulars	Annexure	Budget 2016-17	Budget 2017-18
1	Operating Income	1	4,582.00	5,151.25
2	Operating Expenditure	2		
	Administrative/Operative		1,103.00	1,088.39

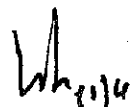
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	Maintenance & Repairs		2,401.00	3,504.00	1,661.41	2,749.80
3	Operating surplus (1-2)			1,078.00		2,401.45
	Add:-					
	1) Administration & Misc Income					
	2) Finance & Misc Income			1,690.00		1,650.00
4	<b>Total</b>			2,768.00		4,051.45
	Less:-					
	Finance & Misc Exp					
5	<b>Net Surplus</b>			2,768.00		4,051.45

**Decision: The Authority approved the Budget for the FY 2017-18.**

**Meeting ended with a vote of thanks to the chair.**

  
 V.P. Shukla  
 Estate Manager/JDC  
 SEEPZ-SEZ Authority