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**SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY
ANDHERI (E), MUMBAI – 400 096.**

**AGENDA FOR THE 13TH MEETING OF THE
SEEPZ SPECIAL ECONOMIC ZONE AUTHORITY**

**VENUE :- CONFERENCE HALL OF SEEPZ SERVICE CENTRE,
2ND FLOOR, ANDHERI (E), MUMBAI – 400 096.**

ON 10th FEBRUARY, 2012 AT 11.30. A.M.

Present status of Action taken in respect of decision taken in the 12th Meeting of SEEPZ-SEZ Authority held on 30.08.2011.

Agenda item	Action taken
Item No.1: Budget Estimate of the Authority for 2011-12	The preparation of details of the actual receipts and expenditure for each quarter is under process
Item No.2: Outsourcing of services of Accounts Clerk	Accounts Clerk outsourced from M/s. B. N. Kedia & Co.
Item No.3: Appointment of Legal Consultant	Legal Consultant outsourced
Item no. 4 : Housekeeping Contract	Work order issued to M/s. BVG
Item no. 5 : Revision of lease rent	A letter dt. 10.01.12 has been written to MIDC forwarding the representations received from allottees of Multistoried Bldg., Tower, SEEPZ++
Item no. 6 : Administrative charges i.r.o. transfer of premises	The administrative charges @ 5% are being charged from the units under direct allotment
Item no. 7 : Outsourcing of helpers and 2 Data Entry Operators	Letter dt. 12.08.11 issued to M/s. Prompt Personnel Consultancy Services Pvt. Ltd w.r.t. outsourcing helpers and Data Entry Operators
Item no. 8 : Proposal status of various projects approved by Authority	Authority noted the proposals
Item no. 9 : Present status of various projects approved by Authority	Authority noted the proposals
Item no. 10 : A transparent policy for allotment of space in SEEPZ SEZ	A meeting was held on 05.10.2011 with the members of the Association.

13th Meeting of the SEEPZ Authority to be held on 10th February, 2012.

List of Agenda Item :-

1. Annual Report for the year 2009-10 & 2010-11
2. Appointment of Chartered Accountant for the year 2011-12
3. M & R Works.
4. Operation and maintenance of Sewage treatment Plant
5. Repair of A-3 Staff Qrts.
6. Repairs and restoration of structural members and painting of SEEPZ Service Centre Building
7. 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
8. Review of Lease rent of Basement
9. Transfer charges
10. Lease rent i.r. M/s. D.K. Hospitality
11. Running of yoga classes in BFC Bldg.
12. Refinery
13. Outsourcing of services of Hindi Consultant.

Agenda for the 13rd Authority Meeting

Item No. 1: Annual Report for the year 2009-10 & 2010-11

The SEZ Authority Rules were notified by the Ministry of Commerce & Industry, Govt. of India w.e.f. 01.11.2009. Accordingly,, the Annual report for the year 2009-10 and 2010-11 are due for submission to the Ministry. The Annual Report for the year 2009-10 was finalized on the assumption that Income Tax exemption is available to the Authority fund as the revenue generated by the Authority is the Lease Rent and Service Charges which were credited to the Govt. Account prior to constitution of the Authority. Subsequently, the Cochin SEZ Authority made a reference to the Ministry requesting to take up the matter regarding grant of Income Tax exemption to the Authority with the Department of Revenue for issue of necessary notification. Subsequently, SEEPZ Authority also made a similar reference to the Ministry. As no Income Tax exemption notification is available so far, provision for payment of Income Tax relating to the period 2009-10 as well as 2010-11 has been provided in the balance sheet of 2010-11.

The Annual Reports for 2009-10 and 2010-11 duly signed by the Secretary and Chairperson are submitted for approval of the Authority. After approval of the Authority, these Annual reports have to be audited by the local office of the CAG and thereafter Hindi translation is to be got done and 35 copies of the same in Hindi and English are to be submitted to the Ministry.

Item No. 2: Appointment of Chartered Accountant for the year 2011-12

M/s . Kedia & Co. were appointed in the year 2009-10 as Chartered Accountant for maintenance of the accounts of the Authority @ compensation of Rs. 12,000/- per month. As their services were satisfactory, they were continued during 2010-11. It is necessary to continue their services. It is proposed that their services for 2011-12 may be considered at the same compensation of Rs. 30,000/- per month.

Item No. 3: M & R Works

After inspection of the building, the MIDC has submitted estimate for the following repair works which are of essential nature.

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

On inspection, it was found that the overhead water tanks are damaged from bottom and the supporting columns and bottom slab of tanks is corroded and cover and the plaster is also damaged. Hence in

order to strengthen the water tanks, the repair work is necessary. Also terrace doors of staircase and lift rooms are damaged which needs repairs. Hence MIDC in their communication dt. 07.10.11 has submitted a detailed estimate for the above subject work amounting Rs. 33,17,600/- (G).

ii. **Estimate for repairs to ICH canteen near SDF-II, G&J Complex no. II and providing terrace doors**

The MIDC had inspected the canteen structure and observed that it needs repairs and water proofing as the roof beams were found cracked. The repairs would include structural repairs to external walls, columns, staircase, external re-plastering and painting, providing tiling work etc. MIDC vide communication dt. 10.10.11 has submitted a detailed estimate for the above subject work amounting to Rs. 47,97,700/- (G). M/s. ICH are in the nature of a common canteen facility for employees of the units and the above mentioned repairs are of essential nature.

iii. **Estimate for operation and comprehensive maintenance of lifts of SDF & G&J Bldg. -**

MIDC vide letter No. DE /MIDC /SEEPZ/ 2011/ 3034 dt. 01.12.11 have submitted estimate for operation and comprehensive maintenance of the lifts of the SDF/G&J complex buildings for the year 2012-13 for Rs. 48,45,375/-. The Zone Administration vide note dt. 15.12.11 had asked MIDC to submit the AMC rate from the original manufacturer of lift. The Dy. Engineer, MIDC has informed that there are totally 16 lifts in the SDF/G&J Buildings. Manufacturer of 8 lifts are of M/s. Escon and the remaining 8 lifts are of M/s. Marconi Elevator. The MIDC have vide their letter dated 6.2.2012 informed that they have invited offer for AMC from both these manufacturers of lifts. M/s. Escon have not shown any interest for AMC. M/s. Marconi have quoted Rs.4,635/- per lift per month for the AMC. Apart from the AMC, providing services of liftman in two shifts in each lift is also required. For the AMC and providing services of 32 liftmen (1 liftman per lift per shift for two shifts on each working day from Monday to Saturday), and taking into account the revised labour rates, the MIDC has submitted an estimate of Rs.70,41,915/-.

Approval of the Authority sought for the above expenditure.

iv. **Estimate for special repairs for G&J Bldg. No. I.**

MIDC vide letter dt. 20.01.12 has submitted a detailed estimate for the above subject work amounting to Rs. 2,11,86,000/- (G) which includes special repairs which involves repairs and restoration of RCC columns, beams, slab, chajjas, repairs and restoration of external wall plaster, roof slab, water proofing treatment to terrace slab, replacement of rainwater down take pipes/drainage pipes/water pipelines, repairs of damaged drainage chambers, internal painting of bldg. and repairs of flooring of entrance steps/common passage etc.

Approval of the Authority sought for the above expenditure.

v. **Estimate for modular lift in SEEPZ -** MIDC vide letter dt. 01.12.11 has stated that the actual cost of the expenditure would increase due to probable escalation which was not considered in the estimate earlier. Also as per the norms of the Lift Inspector, PWD, it is obligatory that the lift is required to be covered to avoid rain water entry when constructed outside the bldg. and the cost of the structural glazing required to be provided, as the same was not included in the estimate submitted earlier. The accepted tender cost is higher by 29.80% of the estimated Tender cost. Taking into account the same and also considering the expenditure for providing structural glazing as required by the PWD and also keeping in view the cost escalation, the MIDC has sought enhancement in the cost for this work i.e. the approval of Rs.51,69,500/-, granted need to be revised to Rs. 76,19,850/-, as per the following break-up:-

Accepted Tender cost	:	Rs.60,58,200/-
Cost for providing structural glazing	:	Rs.5,65,000/-
Probable escalation	:	Rs.4,00,000/-
Total	:	Rs.70,23,200/-
Deduct probable savings for drainage Pipe, which will not be required to be Provided on account of structural Coverage	:	Rs.2,50,000/-
Add 12.50% ETP charges	:	Rs.8,46,650/-
Total	:	Rs.76,19,850/-

It may be seen from the above that the cost increase is to the extent of Rs.24,50,350/- on account of the above reason.

Approval of the Authority sought for the above expenditure.

vi. **Estimate for Annual Maintenance of BFC in SEEPZ -**

Construction of the BFC building was completed in the month of July, 2009 and the defect liability period of the Contractor of two years ended on 31.07.2011. As the day-to-day cleaning work need to be attended, as an interim arrangement, we have asked the Contractor to continue the cleaning arrangement till alternative arrangement is made.

The MIDC has vide their letter dt. 21.11.11 submitted estimate for (i) annual contract for house-keeping and allied services, (ii) annual comprehensive maintenance contract for two lifts, (iii) annual maintenance for electrical installation and (iv) annual maintenance contract of Air-conditions, totally amounting to Rs.37,46,250/- (G). It is seen that a sum of Rs.6,40,284/- pertains to house-keeping. The house-keeping work of the entire Zone complex including common area of the SDF/G&J Complex building (other than the BFC bldg.) has been assigned to M/s. BVG. As per the discussion on the subject, M/s. BVG were asked to submit their offer for carrying out house-keeping work in BFC bldg. and they have quoted a sum of Rs.4,90,305/-. Considering that the rate quoted by M/s. BVG is considerably less than the amount quoted by MIDC and that the nature of work does not involve technical aspect, it may be desirable to consider the offer of M/s. BVG for house-keeping. As regards rest of the AMCs viz., (ii), (iii) & (iv) above being technical in nature may be done by MIDC. Accordingly, the following proposals are submitted for approval:-

1. Payment for house-keeping work for the period from 01.08.2011 onwards to the Contractor.
2. Assigning the work of house-keeping of BFC building to M/s. BVG.
3. Assigning the work of (ii), (iii) & (iv) above to MIDC.

Approval of the Authority is sought in respect of the above proposals.

Item No. 4 : Operation and maintenance of Sewage treatment Plant.

The sewage treatment plant, water recycling system along with rain water harvesting in SEEPZ-SEZ, approved under the ASIDE Scheme, was completed by MIDC in December 2009. The maintenance guarantee period

43,81,800

of the plant was upto 04.12.2011. The MIDC have submitted vide their letter dated 18.11.2011 estimate of Rs.45,00,200/- (gross) per annum for operation and maintenance of the recycling plant for a further period.

Approval of the Authority sought for the above expenditure.

Item No. 5 : Repair to Staff Quarter building A/3.

After inspecting the condition of the building, the MIDC has submitted estimate of Rs.32,72,100/- (gross) for repair and renovation of Staff quarter building A/3. The estimate covers repairs and restoration of chajjas due to leakage, internal and external plastering, painting, providing MS grill for windows, ceramic tiles for bathrooms and toilet etc, etc. This building was last repaired in 2005-06.

Approval of the Authority sought for the above expenditure.

Item No.6: Repairs and restoration of structural members and painting of SEEPZ Service Centre Building.

The Service Centre building requires repair and painting for which the MIDC has submitted an estimate of Rs.35,10,850/- (gross). This building was last painted in 2005-06.

Approval of the Authority sought in respect of the above.

Item No.7: 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.

The existing AMC for the High Mast Street Light will expire on 03.03.2012. The MIDC has submitted estimate for AMC for a further period of one year i.e. 2012-13 for Rs.30,35,671/- (gross).

Approval of the Authority sought in respect of the above.

Item No. 8 : Review of Lease rent of Basement

Ministry's letter no. 2/2/87-EPZ dt. 31.10.95 stipulates that the rent should be revised every 3 years w.e.f. 01.01.1996. Hence the proposal for revision of rent was taken in the 10th Authority meeting and the Authority held the view that existing lease rent for built up space, plots, banks CHA should be increased by 40%. Subsequently, the Association was asked to represent the rent revision in the 12th Authority Meeting and the Authority held the view that the proposal needs to be reviewed.

It may be stated that the enhanced rent applicable w.e.f. 01.01.2011 is @ Rs.2,230/- per sq.mt. per annum which works out to Rs.17.27 per sq.ft. per month. This Lease rent works out approximately to 1/4th of the prevailing market rent for premises outside the SEEPZ-SEZ area.

Association was whether there is a possibility to charge the older allottees higher percentage of increase as compared to later allottees. The reason given by them was that uniform application of increase to 40% for all allottees puts in absolute terms more financial burden on the recent allottees and much less burden on the older allottees as the gap between the lowest prevailing lease rent and highest is substantial. The lease rent increase is effected at present based on the instruction received from the Ministry wherein there is no such provision for effecting increase in a dissimilar manner. It would, thus, appear that it may not be feasible to consider the request.

Another point raised by the Association related to the need for reducing the lease rent for basement/storage area. We have at present basement only in SDF-VI building (8 nos basement) and the stilt area approx. admeasuring 1561 sq.mts. in the SDF-III. The lease rent applicable for basement w.e.f. 01.01.2011 for new allottee is Rs. 1940/-per sq. mtr and the lease rent charged for manufacturing space in the SDFs for a new allottee is @ Rs.2230/- per sq.mt. per annum. The issue raised is that since in the basement / stilt area only storage of goods is permitted as per the MIDC's DC Rules, the lease rent charged for the same should not be more than 50% of the manufacturing area. They also mentioned in the earlier meeting that the Property Tax assessed for the basement by the BMC is on the above basis. However, the Association has not submitted any documentary evidence in support of the same.

Since only storage of goods is permitted in the basement / stilt area, the point raised by the Association merit consideration.

The proposal is submitted to the Authority.

Item No.9: Transfer charges

In connection with the Transfer charges of premises and of various utilities, we have obtained details of the prevailing charges from NOIDA SEZ, which are as follows:

Sr. No.	Item	Rates of NOIDA SEZ	Rates of SEEPZ SEZ
1	Transfer charges on bldg./plot	Rs. 450/- per sq. mtr. for functional units & Rs. 800/- for non-functional unit	Rs. 15,000/- for Govt. Lease plots, SDF-VII, Tower I & II, SEEPZ++ Plots & Multistoried Bldg. AND Administrative charges @ 5%

			of Maharashtra Ready Reckoner for Stamp duty for Govt. lease bldg.
2	Water charges	Rs. 175/- per month for plots upto 1000 sq. mtr. Rs. 250/- per month upto 5000 sq. mtr. & Rs. 500/- for plots above 5000 sq. mtr. & Rs. 1000/- per SDF per quarter	Rs. 46/- per cubic meter based on the consumption
3	Bldg. plan approval fee	Rs. 24/- per sq. mtr.	Appox. Rs. 944/- per sq. mtr. as Development charges and Rs. 95/- per sq. mtr. as security fees.
4	Revalidation of bldg. plan	(a) 10% of bldg. permit fee for 1 st year after normal period of 2 years (b) 25% for 2 nd year	a) 10% of bldg. permit fee for 1 st year after normal period of 2 years b) 25% for 2 nd year
5	Entry into Zone Issue of Identity Card	(a) Bus - Rs. 200/- per month or Rs. 10 per day. (b) Truck/Trailers - free for goods (c) Car - Rs. 100/- per month or Rs. 5/- per day (d) Tractor - Rs. 100/- per month or Rs. 5/- per day (i) Actual cost of cards + Rs. 25/- per card for permanent employees (ii) Actual cost of the cards + Rs. 20/- per card for casual employees (iii) Rs. 50/- per card or Rs. 10/- per card vendors (iv) Free - for visitors	a) Bus - Rs. 2000/- per year b) Truck/Tempo - Free for goods movement c) Car - Rs. 250/- per year d) Two wheeler - Rs. /- per year (i) Daily gate pass - free of cost (ii) Rs. 5/- for 15 days gate pass (iii) Rs. 50/- for 6 months (iv) Rs. 100/- for a year (v) Rs. 150/- for 3 years (vi) Rs. 500/- on 6 monthly basis for vendors (vii)Rs. 100/- 1 month for outside caterer (vii) Rs. 200/- 2 month for outside caterer (viii)Rs. 500/- 6 month for outside caterer (ix)Garbage contractor worker photo ID (x)Rs. 100/- per year for Canteen worker (xi) Rs. 50/- a year for

6	Issue of Form I	Actual cost of form +Rs. 10/- per form	Rs. 2/- per form
7	Installation Mobile Tower	Rs. 10/- lacs as site use charges +Rs. 100/- per sq. mtr. per	Rs. 3/- per annum for each bldg. viz. total 13 bldg.
8	Laying of cables installation of pota cabin	Rs. 10/- lacs as site use charges + Rs. 5/- lacs as security money + Rs. 100/- per sq. mtr. per month	Rent @ 12% of the land rate per sq. mtr. p.a. 50% of the rent as security deposit
9	Space reserve parking of car	Rs. 200/- per sq. mtr.	The space in the Zone Complex has been earmarked for car parking. However there is no reserve car parking

In so far as water charges, building plan approval fee and revalidation of building plan fee are concerned in SEEPZ-SEZ, the same are directly charged to the allottee by the MIDC. As regards charges for entry of vehicles into the Zone, issue of Identity card, installation of Mobile Tower the charges presently levied by SEEPZ are more than what is prevailing in NOIDA-SEZ.

With regard to charges for installation of Mobile tower, our charges works out to be higher as compared to NOIDA-SEZ. As regards laying of cables installation of pota cabin, the charges prevailing in NOIDA-SEZ is higher as compared to our prevailing charges.

As regards transfer charges on buildings/plot, the charges prevailing in NODA-SEZ is Rs.450/- per sq.mt. for functional unit and Rs.800/- per sq.mt. for non-functional unit, as per which for an area of 1000 sq.mts., for a functional unit, the transfer charges works out to Rs.4,50,000/- and for non-functional unit works out to Rs.8,00,000/- as against the fixed administrative charge of Rs.15,000/- charged by SEEPZ. It is proposed that we may enhance the charges in line with the charges levied by NOIDA-SEZ.

In SEEPZ-SEZ, we have been charging administrative charges @ 5% of differential asset value in respect of premises in the Govt. SDFs/G&J Complex buildings. The amount payable vary depending on the year of possession. The following table has been worked out to indicate the transfer charges payable for an area of 600 sq.mts. for the periods mentioned below:-

If the transfer of premises takes place after	Transfer charges payable to SEEPZ @ 5% differential asset value in respect of Govt. SDF premises
5 years of possession	2005 - Rs.9,68,264/-
10 years of possession	2000 - Rs.10,42,016/-
15 years of possession	1995 -Rs.11,64,818/-
20 years of possession	1990 - Rs.14,71,298/-
25 years of possession	1985 - Rs.16,01,553/-
30 years of possession	1980 - Rs.16,78,345/-

The demand for space in SEEPZ-SEZ may be comparatively higher as compared to other SEZs. Considering all aspects of the matter, the transfer guidelines were introduced in 2007 as per which, we have been charging 5% of the differential asset value for the premises in Govt. SDFs which are leased for 5 years. As per the guideline, the allottee is required to surrender the premises and fresh allotment is given to the new entrepreneur. The transfer guideline provides opportunity to the existing allottee to identify the prospective entrepreneur who would be having a project to be set up in SEEPZ. As the existing allottees may be charging some premium depending upon the demand for space, in order to enhance the share of the Authority of such premium, we may consider increasing the administrative charges from existing 5% to 20%.

Item No. 10 : Lease rent i.r.o. M/s .D.K. Hospitality

M/s .D.K. Hospitality have been allotted an area admeasuring 230.83 sq. mtr. @ Rs. 22/- per sq. ft. per month as lease rent (i.e. 50% of the normal lease rent) for running gym facility on the 4th floor as approved in the 7th Authority meeting. This view was taken as there were uncertainties about the response from the Units for usage of Gymn facility which may have viability issues from the revenue point of view. The Authority also decided in the said meeting that the membership card for the Gymn should be issued by SEEPZ and the progress should be reviewed after 6 months. The Gymn become functional w.e.f. from 02.07.2011 and has completed the 6 months period as on date they have approx. 281 members. It is understood that the membership fee charged is @ Rs. 8000/- per annum.

Item No. 11 : Running of Yoga Class in BFC Bldg.

The Zone Administration had received 3 applications for conducting Yoga classes from D.K. Hospitality, Dr. Halsure & Ms. Meghana Doshi.

The Zone Administration had earlier allotted an area admeasuring 461.65 sq. mtr to State Bank of India @ Rs. 44/- per sq. ft. per month as lease rent and applicable BMC & service charges & another area admeasuring 230.83 sq. mtr. @ Rs. 22/- per sq. ft. per month as lease rent, @ Rs. 56/- per sq. mtr. p.a. as service charges and BMC taxes as applicable to D.K. Hospitality. Hence, before allotment of Yoga Centre, the rent needs to be fixed for the premises in the 4th floor as Yoga Centre to be allotted.

It is also mentioned that Mr. Halsure is conducting yoga classes in various Units inside the Zone. He has earlier also conducted yoga classes for the Staff members of SEEPZ.

Item no. 12 : Refinery

MIDC as an agency was assigned for awarding garbage contract and they expressed their inability to continue the arrangement of awarding garbage contract from 2009-10 onwards and hence the Zone Administration had advertised the Tender Notice on 28.03.2009 and this office had received only 2 tenders. However the quote was lower than the reserve price of Rs. 7.00 crore. Hence the Zone Administration would continue the existing arrangement for short period for removal of dry garbage till 31.05.2009.

Subsequently the Committee Members in the 1st authority meeting held on 19.05.2009 held the view that a common refining facility in the Zone would help in disposal of septic tank waste/gutter waste and it was decided that SEEPZ may follow the short tender procedures till finalization of Annual Garbage Contract and finalization of refining centre. Subsequently, tenders were received in response to the Tender Notice which were much below the reserve price fixed. In the meanwhile BMC was requested to remove the wet garbage.

The Zone Administration had received the proposal of M/s. Hoover & Strong and the representatives of the firm would visit SEEPZ on 06.10.09 and the Authority had taken note of the same in the 3rd meeting held on 08.09.2009.

The Director of M/s. Hoover & Strong had visited SEEPZ and as the project envisages substantial investment, they had stated that they would require permission for taking a sample of septic tank waste that they can assess the actual extent of presence of precious metal recoverable from the waste and based on the report, they would take a decision in setting up a refinery in SEEPZ. Accordingly, the firm was permitted to take the sample subject to compliance of applicable customs procedures vide Zone Administration letter dt. 10.11.2009.

The proposal was once again taken in the 6th Authority meeting held on 05.05.2010 wherein M/s. Hoover & Strong had requested for a minimum land requirement of 1000 sq. mtr. The Authority held the following views :-

- Necessary to assess whether the technology offered by the firm is reasonable latest. The firm to be asked to give a self assessment certified by internally accepted authority.
- Level of technology offered by M/s. Hoover & Strong may also be verified from expert agencies like BIS, MMTC
- Expertise of the refinery wing of IJMA may be utilized
- After the technology issue is settled, then the space may be allotted.

The Authority in its 7th meeting held on 21.07.10 once again directed to initiate following action :-

- The proposal given by M/s. Hoover & Strong may be got assessed by any Intl. reputed Agencies do as to ensure that the technology offered by them is reasonably latest.
- The existing refineries in the Units should be audited by reputed agency to ascertain whether they conform to the MPCB norms. Wherever they do not conform, such refineries should not be allowed to continue.
- The assessment of the existing proposal by an independent reputed certification agency to be conducted.

Subsequently, the Zone Administration had received another proposal of M/s. Diamond (I) Ltd. who is associated with many of the Units in SEEPZ. Simultaneously M/s. Hoover & Strong have visited SEEPZ and drawing sample have shown interest in setting up refinery. The President of the Association opined that the Units would avail the services of the refinery only if the recovery percentage is more than what they presently get from their own refinery. Hence the Authority held the view that M/s. Hoover & Strong may propose setting up of a Unit and submit a third party certification with reference to their technology available, and M/s. Diamond India Ltd. may also be asked to submit their detailed project along with the proposal within a month's time so that the proposals may be assessed in the next meeting.

M/s. Diamond India Ltd. were asked to submit a detailed project and submit to this office. However, the same is still awaited.

In the meanwhile, M/s. Hoover & Strong vide letter dt. 30.03.11 had submitted their application for setting up an Undertaking for precious metal refining, manufacturing of findings and mill products, precious metal casting, studded & unstudded finished products, precious metal scrap. The

application was scrutinized and deficiencies were communicated to the Unit vide this office letter dt. 02.06.11. The Zone Administration vide letter dt. 25.07.11 had requested the firm to comply with the deficiencies. M/s .Hoover & Strong vide letter dt. 07.11.11 have stated that they have complied with the deficiencies and have requested for the present status for allotment of plot.

Also the proposal for setting up a refinery was taken in the 51st meeting of the Approval Committee on 28.09.2011 wherein the Committee directed that the proposal may be studied in detail including the status of compliance of the deficiencies.

Another application dt. 03.11.11 was received from M/s. Asopec Gold Refinery for setting up of gold refinery with a capacity of 93 Mt p.a. of gold and 155 MT of silver in the 1st phase. A view needs to be taken technical appraisal of this proposal is to be obtained in the light of the pending proposal of M/s. Hoover & Strong.

Item No. 13: Outsourcing of services of Hindi Consultant:

The work related to official language is to be attended on day-to-day basis and the Zone Administration has been asked to improve the existing percentage of achievement of implement of the official language by the Parliamentary Committee. Hence for the services of Official Language Consultant for the Authority is a necessity.

Also Rule 9 (4) of the Authority Rules stipulates that "*The Authority may engage agencies or employees on contract/outsourcing for discharge of its functions and terms and conditions of such appointment shall be decided by the extent possible and only if outsourcing cannot be done as a principle, regular staff shall be appointed*".

Schedule-IV of the Authority Rules vide sr. no. 13 also requires "use of Hindi as official language" to be furnished in the Annual Report. Hence in the light of the Authority Rule 9 (4) outsourcing the services of Official Language Consultant for Authority, it is proposed that outsourcing arrangement w.e.f. 01.11.2011 of the Hindi Consultant may be approved from the Authority and approval is also solicited for payment of outsourcing charges from the Authority Fund.

As the procedure followed in the Organization of the Audit department, services of Shri Rajguru, retired Hindi Officer has been taken as Consultant at a monthly fixed compensation of Rs.20,000/- w.e.f. 01.11.2011.

Approval of the Authority sought in respect of the above
