

NPL FORMER SCIENTISTS FORUM

Minutes of the Second Meeting of the Management Committee of the NPL Former Scientists Forum, held jointly with the Constitution Committee entrusted with the task of Drafting the Rules and Regulations of the Forum, on Friday, February 28, 2003 at 11.00 A.M. in the TEC Conference Room of the National Physical Laboratory.

1 Attendance: The following attended the meeting:

1.	Dr. V N Bindal	President
2.	Dr. A P Jain	Member
3.	Dr. O P Bahl	Member
4.	Dr. (Mrs.) N Kundu	Member
5.	Shri R C Dhawan	Member
6.	Shri V P Wasan	Treasurer
7.	Dr. S K Sharma	Convenor, Constitution Committee
8.	Shri G K Arora	Secretary

Dr. P C Jain, Dr. K C Nagpal and Shri Shiv Nath had regretted their inability to attend the meeting. Dr. B N Srivastava, Mrs. Santosh Aggarwal, Dr. V S Panwar and Dr. J K N Sharma, Members of the Management Committee, and Dr. S V Gupta, Member of the Constitution Committee were absent at the meeting.

2. Introductory Remarks by the President: Dr V N Bindal welcomed the members to the meeting and indicated the need for calling another joint meeting of the Management Committee, and the Constitution Committee at such a short notice ahead of the meeting of the Forum to be held on March 7, as would be shortly clarified by the Secretary. He said that the main item on the Agenda for today's meeting was once again the Rules and Regulations of the Forum.

Dr. Bindal observed that the sudden unexpected heavy rain in the morning was perhaps responsible for the relatively poorer attendance at the meeting, before asking the Secretary to present his report.

3. Action on the Decisions taken at the Last Meeting of the Management Committee, held on February 4, 2003: The Secretary Presented the following report

3.1 Rules and Regulations of NPL Former Scientists Forum: The following decision had been taken:

"The President was requested to make the necessary changes in the Rules and Regulations with the assistance of the Secretary, the Treasurer and any other Member of the Forum whom he may like to be associated with him to give it a proper shape so that the same may be placed before the Forum at its next meeting to be held on March 7, 2003."

It was felt that the following additional issues required to be considered before giving the Rules and Regulations a final shape:

1. Admission Fee
2. Acceptance of the Membership Form
3. Rights and Privileges of Members
4. Termination of or Cessation of Membership
5. Duties of the Members
6. Readmission of the Member
7. Appeal
8. Sources of Income
9. Need to have a re-look at the Aims and Objectives of the Forum to make them crisp and to add some more clauses thereto
10. Redefinition of the term 'Scientist', and whether to include any persons other than those who had been on the regular rolls of NPL, as Members
11. Replacing the term 'Honorary Member' by the term 'Senior Member'
12. Finalization of the Membership Form

The Rules and Regulations were redrafted by the Secretary after incorporating the views that had been received, for consideration at a meeting called by the President on 21.02.03. For this meeting, held in Dr. O P Bahl's Room in NPL, only 9 members of the Management Committee and the Constitution Committee had been invited to participate, out of which 7 were present. These were:

1. Dr. V N Bindal
2. Dr. O P Bahl
3. Dr. A P Jain
4. Dr. S V Gupta
5. Shri V P Wasan
6. Dr. V S Panwar
7. Shri G K Arora

Dr. P C Jain Had expressed his inability to be present at the meeting. Dr. S K Sharma did not attend.

At this meeting, the Membership Form was first finalized, and in this context, clarity emerged in respect of the following:

- (i) Aims and Objectives
- (ii) Eligibility Requirements for Members
- (iii) Membership Fee

It was decided to print these three features of the Rules and Regulations on the reverse of the Membership Form also. It was also felt that the Rules and Regulations may be kept as simple and flexible as possible, and some more suggestions were made in this regard. In the light of these suggestions, another draft of the Rules and Regulations had been prepared by the Secretary and the same was now placed for consideration of the Management Committee, along with the Membership Form, for approval, so that the same could be distributed to the participants at the meeting on March 7, for enrollment as Members of the Forum.

3.2 Opening of the Saving Bank Account with the Syndicate Bank, National Physical Laboratory: The following resolution had been passed:

“ It is resolved that a Savings Fund Account may be opened in the name of ‘NPL Former Scientists Forum’ with the Syndicate Bank, National Physical Laboratory, New Delhi, by the following:

- | | |
|-------------------|-----------|
| 1. Dr. V N Bindal | President |
| 2. Shri G K Arora | Secretary |
| 3. Shri V P Wasan | Treasurer |

It is further resolved that all the cheques etc. shall be signed by any two of the above.”

The Committee was informed that the Bank had been contacted for the formalities that required to be completed for opening the Account. One of these was the submission of a copy of the Rules and Regulations of the Forum, and since these had not been finalized yet, the Account could not be opened.

3.3 Letterhead: In this regard the decision was as under:

“It was decided to redesign the Letterhead, and in addition to the names of the President, the Secretary, and the Treasurer, the names of all the other Members of the Management Committee may also be given. In addition information about the Residential Phone Numbers of each may be provided. It was also decided that the design of the Letterhead should be ‘Computer- Friendly’.”

It had been decided that Dr A P Jain shall ensure necessary action but it remains to be taken yet. The issue is placed before the members of the Committee for consideration.

The various items on the Agenda were then taken up.

4. Membership Form: Copies of the Membership Form (ANNEXURE I) were placed on the table. It was observed that information about the Relative to be contacted in case of emergency had also been sought.

Decision: The Committee approved the Membership Form.

5. Consideration of the Revised Draft of the Rules and Regulations of NPL Former Scientists Forum: Copies of the Revised Draft of the document (ANNEXURE II) were placed on the table. It was observed that the document had been drawn out in two Parts viz. MEMORANDUM OF ASSOCIATION and RULES AND REGULATIONS. This had been done, keeping in view the requirements of registration of the Forum under the Societies Registration Act. While the Name and Address of the Forum appeared in both the Parts, the ‘Aims and Objectives’ figured only in the ‘Memorandum of Association’. These ‘Aims and Objectives’ were the same as those reflected on the reverse of the Membership Form, and had been kept as brief and flexible as possible.

The Committee was of the view that the issue of Registration of the Forum under the Societies Registration Act may be shelved for the present, as the Forum had yet to take a shape. Moreover, this did not offer any immediate

advantage to the Forum. As such, it was decided to have only one document on Rules and Regulations for the present, and accordingly modify it to remove all those sections that had been incorporated primarily to meet the requirements of registration of the Forum under the Act. In this regard, the following decisions were specifically taken:

MEMORANDUM OF ASSOCIATION

Section 3: ‘Rules and Regulations’

To transpose the section, as it is, to the Part on ‘Rules and Regulations’, and to make the necessary changes in the renumbering of the various Sections and Sub-Sections of that Part after deleting the following in Sub-Section 3.4:

“(including old age problems)”

RULES AND REGULATIONS

It was observed that there were the following typographical errors in the numbering of the various Sections / Sub-Sections which may be corrected:

- (i) The last Sub Section of Section 7 may be corrected to read as 7.5.
- (ii) The four Sections after Section 19 may be renumbered as 20, 21, 22, and 23.

Section 5: ‘Membership’

Sub-Section 5.3: Patrons

It was felt that it was not appropriate to classify the Patrons under the category of ‘Members’, as they enjoyed a special position. As such, it was decided to have a separate Section for them. However they may have voting rights like the other Members

Section 7: ‘Membership Fee’

It was decided that the Sub-Sections 7.3, 7.4 and 7.5 of the draft be deleted.

Section 9: ‘Frequency of Meetings of the NPL-FSF’

It was decided to introduce the following as an additional sub-Section:

“ One of the meetings of NPL-FSF will be the Annual General Body Meeting.”

Section 11; ‘Roles of the Office Bearers

Sub-Section 11.6 ‘Coordinator’

It was decided that the Sub-Section 3 may precede the other two Sub-Sections, with the corresponding change in the numbering of the three Sub-Sections.

Section 12: ‘Powers and Duties of the M.C.

It was felt that there was no need for the present to appoint a Chartered Accountant for auditing the accounts. As such it was decided to replace the existing Sub-Section 12.4 by the following:

“ The M.C. shall appoint an Auditor to audit the accounts of the NPL-FSF.”

Section 13: Sources of Income and Utilization of Funds’

It was felt that there was no need to charge any Admission Fee, and to delete this.

Section 15: ‘Elections’

It was decided that the following changes may be made:

Sub-Section 15.4: To change it to read as,” The votes shall be cast by the Members, in person if necessary, by secret ballot.”

Sub-Section 15.7: The period of 30 days was too large and the same may be reduced to 15 days.

Sub-Section 15.8: To delete, as it relates to registration of the Forum.

Section 16: Finances

Sub- Section 16.2: It was decided to have the Financial year of the Forum from April 1 to March 31.

Sub-Section 16.2: It was observed that this was not in conformity with the resolution passed at the last meeting of the Management Committee, held on 04. 02. 03, and the amendment suggested at that meeting had not been made. In this regard it was felt that it may be desirable to authorize one more member of the Management Committee to sign cheques etc. for operational convenience and to rewrite this Sub-Section as under:

“All the cheques and other financial documents shall require the signatures of any two of the following Office Bearers of the M.C.:

- (i) President
- (ii) Secretary
- (iii) Treasurer
- (iv) One more Member authorized by the M.C.”

Sub-Section 16.6: It was decided to delete the following:

“ by a qualified Auditor (Chartered Accountant) appointed by the M.C.”

Section 20: ‘Legal Proceedings’ and Section 22: ‘Application of the Act’

It was decided to delete these Sections as they related to the issue of registration of the Forum under the Societies of Registration Act.

Decision: It was decided that since the draft of the document was already on the computer with the Secretary, he may prepare the revised draft for placing it before the Forum at its meeting to be held on March 7.

6. Letterhead: it was felt that since the Letterhead had not been printed so far, this issue may be kept pending till after the approval of the Rules and Regulations and Election of the Remaining Office Bearers of the Management Committee.

Decision: For the present, the Letterhead may be designed on the Computer (excluding the Logo) and got Xeroxed for use, whenever considered necessary.

7. Guest House Facilities of CSIR Laboratories/Institutes: Copies of the Office Memorandum No. CSIR/GH/(1-Gen Dated 10th Nov. 98, relating to the revised rates of guest house charges for all the CSIR National Laboratories/Institutes, which had been rendered by the Secretary on the computer, were given to the Members. It was also noticed that another OM dated 1st October 99 in partial modification of the OM dated 10. 11. 8 had also been subsequently issued.

Decision: It was decided to circulate copies of both these OMs at the meeting of the Forum on 07. 03. 03.

8. Draft Letter to Shri Sudhir Kumar, Joint Secretary, CSIR: Shri G K Arora informed that based on the information received by him from Dr. M R Verma, he had contacted Shri Purshottam Dass, residing in Saket, for a copy of the common representation that the CSIR Pensioners of that area had made to the CSIR in regard to the medical issues. In response, he had sent to him copies of the representation addressed to Shri Sudhir Kumar, Joint Secretary (Admn.), CSIR on the subject of “Government of India’s liberal policy towards Pensioners in respect of health care – implementation of “. This was read out at the meeting.

Decision: It was felt that the representation may be studied and suitably re-cast for any action that could be taken by the Members of the Forum.

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