NPL FORMER SCIENTISTS FORUM

Minutes of the Fifty Fourth Meeting of the Management Committee held on Tuesday 3rd September 2019 at 10.30 A.M. in the TEC Conference Room, CSIR -NPL

AGENDA

1. Welcome and Introductory Remarks by the President
2. To condole the sad demise of Sh. S.K. Phull and Dr. P.K. Singh
3. Confirmation of the Minutes of the 53rd Management Committee Meeting held on 9th July 2019
4. Status Report by the Secretary, Sh. R.B. Saxena (circulated in the MC)
5. Audited Report for Financial years 2017-18 and 2018-19 to be presented by the Treasurer, Dr. Hari Kishan (circulated in the MC)
6. To pass the resolution for change of signatories for operation of Bank accounts.
7. Scholarship & Awards 2019 to be given on CSIR Foundation Day Celebration – report by the Secretary, Sh. R.B. Saxena
8. Presentation on the progress on medical issues by Dr. Anil Gupta
9. NPL-FSF website – Progress report brief by Website committee - Sh. N.K. Wadhwa & Dr. J.C. Sharma & demonstration of the website seeking comments & suggestions from the members.
10. Induction of new member – Sh. Gurbir Singh, Sh. R. R. Subramanian, Dr. Yudhisther Yadav, Sh. Manohar Lal Gulati and Dr. Ranjana Mehrotra
11. Any other item with the permission of the Chair.

Attendance - The following attended the meeting:

1. Dr. R.G. Sharma  President
2. Dr. J C Sharma  Vice President
3. Sh. S.C. Garg  Adviser
4. Dr. Amitava Sen Gupta  Adviser
5. Sh. R.B. Saxena  Secretary
6. Sh. N.K. Wadhwa  Joint Secretary
7. Dr. Hari Kishan  Treasurer
8. Sh. Anil Kumar Suri  Member
9. Dr. P C Jain  Member
10. Dr. V.R. Singh  Member
11. Shri T V Joshua  Member
12. Mrs. Shashikala Shastri  Member
13. Mrs. Shashi Lekha Bhatnagar  Member
14. Dr. Anil Kumar Gupta  Member
15. Dr. Amitava Basu  Member
16. Dr. S.L. Jain  Member
17. Dr. T.L. Dhami  Member

Patrons - Prof. S.K. Joshi, Prof. Krishan Lal, Prof. Vikram Kumar, Dr. V.N. Bindal and Sh. G.K. Arora had informed about their inability to attend the meeting due to other prior commitment or being abroad or due to health reasons. Dr. B.R. Chakraborty, Dr. M.K. Goel and Sh. A.C. Gupta had also informed that they will be out of town or had some other prior commitment. Sh. V.D. Arora was down with fever.

1. Introductory Remarks by the Chairman: The meeting opened with a welcome address by the President Dr. R.G. Sharma. He welcomed the members to the meeting and informed that during last 6 weeks, lot of progress has been made on many fronts like, website formation, Auditing of Forum’s accounts for the last 2 years, important developments on the CGHS related issues and Scholarship & Awards 2019. Forum’s core
group of 5 office bearers (President, Vice-president, Secretary, Joint Secretary and Treasurer) has been meeting regularly almost every week. We discuss on various issues and plan for timely processing of various tasks with more effective and time targeted dedication.

2. After that he mentioned about the sad demise of FSF member Sh. S.K. Phull and Dr. P.K. Singh. A two minute silence was observed by the members of the forum to mourn their passing away. Dr. Sharma informed that he attended the Shanti Path and handed over the condolence message to the daughter of Late Sh. S.K. Phull. Condolence resolution was passed and the secretary was requested to send to the bereaved family.

3. Minutes of the MC meeting held on 09-07-2019, were circulated in the meeting and had also been sent to the MC members before. The Secretary informed that he has not received any comments from any member except from Sh. G.K. Arora, Adviser, which were incorporated in the minutes circulated today. The minutes were then confirmed.

4. The salient points of the Status Report circulated at the meeting, were briefly presented by Shri R B Saxena - the Secretary. (Annexure – A) Circulated in the meeting.

5. Dr Hari Kishan, the Treasurer, gave the status report on the financial situation. Dr. Hari Kishan informed that the Audit has been done for the FY 2017-18 and FY 2018-19. Copies of the Audited reports were circulated for information and approval. He then presented the status report on the financial position. Total fund position as on 02.09.2019 - Amount in Savings A/C is Rs. 35,133=93, amount in 5 FDRs is Rs. 21,44,778=64 and amount in premium A/C is Rs. 2,31,000=00 totaling to Rs. 24,10,912=57. For the website we have paid to Webtern solutions charges for domain name & server space (Rs.11647/-) and website designing (Rs. 15000/-) for five years. (Annexure – B).

6. “Resolution regarding operation of the Forum’s Accounts with the Syndicate Bank NPL: In view of the election of the Office bearers and the managing Committee held, there was a need for change of signatories for managing the operation of bank accounts. The following resolution for change of signatories for operation of Bank accounts was passed by MC.

Para 15.3 of the Rules & Regulations of the Forum, reads as: All the cheques and other financial documents shall require the signatures of any two of the following Office Bearers of the M C: a) President, b) Secretary and c) Treasurer

The following changes in the composition of the above three posts have been made as per the re-constitution of the Management Committee of the Forum at its Annual General Body Meeting held on 19th June 2019:

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Post</th>
<th>Name of the member of the Forum holding the Post prior to the Annual general Body Meeting held on 19th June 2019</th>
<th>Name of the member of the Forum elected for the Post at the Annual general Body Meeting held on 19th June 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>President</td>
<td>Dr. A. Sen Gupta</td>
<td>Dr. Ram Gopal Sharma</td>
</tr>
<tr>
<td>2.</td>
<td>Secretary</td>
<td>Shri Rajan Babu Saxena</td>
<td>Shri Rajan Babu Saxena</td>
</tr>
<tr>
<td>3.</td>
<td>Treasurer</td>
<td>Dr. Hari Kishan</td>
<td>Dr. Hari Kishan</td>
</tr>
</tbody>
</table>

RESOLUTION

The Office Bearers Mentioned in column (4) of the above Table are authorized to sign the cheques and other financial documents in place of the Office Bearers mentioned in Column (3).

The above resolution was passed and the President, the Secretary and the Treasurer of the Re-constituted Management Committee, as mentioned in column (4) of the above Table, were requested to complete the necessary formalities to enable them to operate the various accounts with the Syndicate Bank, NPL.
7. Scholarship & Awards 2019 to be given on CSIR Foundation Day Celebration – report by the Secretary, Sh. R.B. Saxena: The Secretary informed that the 1st meeting of the Scholarship & Awards committee was held on 24th July 2019 and issues were discussed in detail keeping in mind the suggestions in GB meeting and received from other members. After lot of discussions and considering the points mentioned in the status report, the final Circular was decided. Secretary informed that the circular has been displayed on various notice boards of CSIR-NPL and also it has been sent on nplall by the computer section. The circular has also been sent to all the members of the forum by e-mail.

8. Presentation on the progress on medical issues by Dr. Anil Gupta: Dr. Gupta in his brief address, said that for the past many weeks there has been many issues related to CGHS facilities for the staff members and the Pensioners of CSIR family and specially CSIR-NPL, e.g. a) Renewal of CGHS cards with validity in June /December by first collecting from NPL, then depositing at CGHS Hqrs. or respective wellness centre, b) Cashless facility to pensioners. Dr. Gupta informed that he had met with the NPL Administration, COA and COFA in this regard. In respect to the renewal of CGHS cards, it has now been decided with the COA & COFA that the forum should provide the complete list of Forum members at least 45 days in advance to June /December respectively (list of beneficiaries) to Administration. They shall check the list and prepare a consolidated DD and shall send to CGHS Hqrs. On the issue of cashless facility, Dr. Gupta informed that he had meetings with CSIR pensioner’s Association and also the DS and other administrative heads. Recently CSIR has signed MOA for CSIR Hqrs. with 6 Govt. Empanelled Hospitals who have agreed to provide cashless facility on credit basis. For the Delhi based CSIR labs also the hospitals have agreed to provide this facility. Labs have to ensure the timely payment within a period of 31 days to the respective hospital. For more hospitals (about 16) efforts are being made for this facility, keeping in mind the areas in Delhi & NCR and with specialized facilities like Cardiology, Cancer, Liver & Kidney and Neurological problems.

9. NPL-FSF website – Sh. N.K. Wadhwa Convener & Dr. J.C. Sharma chairman website committee presented /demonstrated the website. The following main points were highlighted and discussed in the meeting:

   a) The task to book the Server space and the domain name for five year has been completed, as initial and important task before making any website, i.e. 2019-2024 (approved by the last MC /GB) and the charges for domain name & server space (Rs.11647/-) and website designing (Rs. 15000/-) for five years have already been paid to the vendor. MC approved the expenditure. The structure and content have been planned by taking input from the President & the Secretary and also from Mr. GK Arora. The same was forwarded to the vendor for designing and developing of the website. Word Press platform was specially chosen considering its powerful quality and features.

   b) MC authorized Sh. N.K. Wadhwa to interact with the vendor on day to day basis and use his expertise to guide and get work done from the vendor and use his relations for getting the best output in the form of an excellent FSF Web site. As an Initiator, Sh. N.K. Wadhwa was also appointed as Web Information Manager.

   c) The website regular maintenance and update point was also discussed in MC. Chairman Dr. J.C. Sharma informed that vendor is asking ₹2000 + taxes per month basis as of their standard practice to maintain likewise sites but keeping his long terms relations with NPL he is offering maximum 30% discount to forum. After detailed deliberations MC authorized the website committee to take appropriate decision and process for awarding maintenance contract (economical) to the vendor in the best interest of the forum as well as for the quality website. Details may be presented in the next MC or forum’s meeting for endorsement.

   d) The live demo of website was presented in the MC and many points were discussed in detailed at live web mode. MC opined that the website is now almost in near complete stage so its beta testing phase can
be initiated and the site can be put in open mode for getting the feedback of the users till it can be launched by the forum at an appropriate time and place.

The president Dr. R.G. Sharma suggested that we should put on website list of FSF members with their expertise, so that educational institutions can approach FSF for giving lectures or Industries may approach us to assist them with our expertise.

10. **Induction of new members:** Sh. Gurbir Singh, Sh. R. R. Subramanian, Dr. Yudhisther Yadav, Sh. Manohar Lal Gulati, Dr. Ranjana Mehrotra and Dr. Anil Kumar have applied for the FSF membership. MC approved the induction of these six persons as FSF members.

11. **5th A P Mitra memorial lecture:** Dr. A. Sen Gupta, Chairman of the A P Mitra memorial lectures committee, informed that in last few years, four numbers of AP Mitra memorial lectures were organized; the last one in March 2018 was delivered by Prof. Anantakrishnan. Dr Archana Bhattacharya, former Director of IIG has kindly given her consent to deliver the next APM lecture. We shall soon finalize the date. Sh. S.C. Garg, Advisor remarked that there has been very low attendance during these lectures, so we must ensure that the information be advertised more effectively in NPL and also outside NPL. Dr. Cimmendra Sharma, Scientist NPL has been very effectively assisting us in this activity.

12. **The next forum’s meeting:** Secretary suggested that the next meeting of the forum may be held near Diwali as ‘Diwali Milan get-together’. On this occasion we may have lecture by some expert of any interesting field may be related to medical or science policy etc. The President Dr. R. G. Sharma also emphasized that in every forum meeting we should try to have a 15 minute lecture on an interesting field of science, may be by one of FSF members or outsider.

13. Secretary informed MC that the secretariat has been feeling dire need of one person from NPL to assist us for day to day work, dispatching papers to Administration or enquiry from pension cell etc. besides in organizing the meetings of the forum. This matter had been tentatively approved in earlier MC meetings. Therefore since July 2019, we have hired Sh. Vidya Ram on a monthly honorarium of Rs. 900/- per month. MC approved.

   **Since there was no other item to be discussed, meeting ended with a vote of thanks to the chair.**
Annexure – A

Status Report & Follow-up Action on the decisions taken at the 53nd MC meeting held on 9th July 2019

1. Forum’s accounts audited: As per the presentation by the Treasurer Dr. Hari Kishan, Audit of forum accounts had been done only up to 31/3/17, remaining audit needed to be done. Further He had told that for the year 2017-18 many documents related to expenditure were not very clear, which he was trying to sort out with whatever is available from the son of Late Sh. Triparari Lal. During the period after 53rd MC meeting, Forum accounts have been audited for the financial years 2017-18 and 2018-19.

2. NPL-FSF website: This issue has been raised often by our Patron Prof. Vikram Kumar and members of the forum that forum should have its website. Dr. R. G. Sharma, the present President in his address in the 53rd MC meeting also emphasized its need. The Website Committee has done tremendous efforts during last 6 weeks, especially Sh. N.K. Wadhwa, Joint Secretary (working day & night compiling the database, digitizing the texts of all newsletters, downloading vast data from Sh. G.K. Arora Ji’s computer) with assistance of Sh. R.B. Saxena, Secretary FSF, along with the vendor and finally made the website – www.nplfsf.in. It will be demonstrated in the 54th MC meeting on 3rd September 2019 and suggestions are welcome from the members for any change or improvement.

3. Forum’s office modernization: As per the suggestion of our Patron Prof. Krishan Lal, Forum’s office has been well equipped now. We have purchased a Laptop, a Laser Printer, few USB drives, Hard disk drives etc. Besides this now we have with the efforts & contacts of Sh. N.K. Wadhwa, Joint Secretary, an internet connection and a telephone line 011-45608695 in the forum’s office.

4. Scholarship & Awards 2019: The newly constituted Scholarship & Awards Committee met on 24th July for finalizing the circular. Various suggestions were received from Sh. G.K. Arora, Dr. P.C. Jain and the financial data from the treasurer Dr. Hari Kishan, about the amounts received from the donors. Also the committee considered the suggestions discussed in the GB meeting on 19th June 2019. Due to paucity of time this year for a joint meeting with the donors, it was decided that let us defer this meeting for later stage and for this forth coming S&A, go ahead with the circular without making much changes in the previous year’s circular (as suggested by Sh. G.K. Arora Ji, who has been handling this activity along with Dr. P.C. Jain for the last so many years). The final circular was drafted and has been well circulated with the help of NPL Administration and Computer Section on LAN. The last date for applying is 6th September 2019. We have till now received more than 10 applications.

5. Medical Affairs committee under the Chairmanship of Dr. Anil Kumar Gupta has done efforts for the CGHS related matters. Dr. Gupta has had meetings with the COA and COFA of CSIR-NPL and some good results have come. Dr. Gupta will present the details in the 54th MC meeting.
ANNEXURE - B

NPL-FSF
www.nplfsf.in

Audit report for the Year 2017-18 & 2018-19 and
FINANCIAL STATUS
As on 2nd SEPTEMBER 2019
INDEPENDENT AUDIT REPORT

To the members of
NPL Former Scientists Forum,
Room 101, Jeeva Mahal Building Annex,
National Physical Laboratory, New Delhi-110012

1. We certify that the statements of income and expenditure as at 31st March 2018 of NPL Former Scientists Forum, New Delhi has been compiled from audited financial statements.

2. We have also noted that the cash book balances and Fixed Deposits balances are as on 28th March 2018 with the corresponding pass books which are in the name of nominees.

FOR GUPTA SACHDEVA AND CO.

Vipin Gupta
CA

Place: NEW DELHI

Date: 26 JUL 2018

Audited report for the Year 2017-18 & 2018-19

NPL-FSF
www.nplsf.in

NPL FORMER SCIENTISTS FORUM

National Physical Laboratory, New Delhi-110012

STATEMENT OF INCOME & EXPENDITURE FOR THE FINANCIAL YEAR ENDED (31.03.2018)

<table>
<thead>
<tr>
<th>Income</th>
<th>Amount (Rs)</th>
</tr>
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<tbody>
<tr>
<td>Membership</td>
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<tr>
<td>Donation</td>
<td>2000</td>
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<td>Total Income</td>
<td>12000</td>
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</table>

<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Amount (Rs)</th>
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<tbody>
<tr>
<td>Salary</td>
<td>9000</td>
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<tr>
<td>Miscellaneous</td>
<td>1000</td>
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<tr>
<td>Total Expenditure</td>
<td>10000</td>
</tr>
</tbody>
</table>

Income over expenditure | 2000

Total | 12000

For NPL Former Scientists Forum

President

Secretary

Treasurer

Audited report for the Year 2017-18 & 2018-19

Audited report for the Year 2017-18 & 2018-19
NPL-FSF

www.nplfsf.in

NATIONAL PHYSICAL LABORATORY, NEW DELHI-110012

Details of Funds available as on 31-03-2018 with NPL Former Scientists Forum

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed Deposits with Syndicate Bank in names of NPL Former Scientists Forum (Rs. 15,687.50 + Rs. 9,300.00)</td>
<td>25,987.50</td>
</tr>
<tr>
<td>Fixed Deposit in the name of various Scholarship Fund</td>
<td>470,360.75</td>
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<td>Fixed Deposit in NPL-FSF Interest Savings Account</td>
<td>860,000.00</td>
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<tr>
<td>Fixed Deposit of Dr. A. P. Mehta</td>
<td>582,817.75</td>
</tr>
<tr>
<td>Bank Balance in NPL-FSF Savings Bank Account as on 31-03-2018</td>
<td>21,683.34</td>
</tr>
<tr>
<td>Bank Account No. 510069-0023955</td>
<td></td>
</tr>
<tr>
<td>Donor Account No. 91061000232418</td>
<td>Rs. 21,683.34</td>
</tr>
<tr>
<td>Premium Account No. 91.01-0020000644</td>
<td>Rs. 30,817.75</td>
</tr>
<tr>
<td>Cash in hand as on 31-03-2018</td>
<td>1,000.28</td>
</tr>
<tr>
<td>Total Funds available as on 31-03-2018</td>
<td>1,167,871.75</td>
</tr>
</tbody>
</table>

For NPL Former Scientists Forum

[Signature]
President

[Signature]
Secretary

[Signature]
Treasurer

A copy of the above report has also been sent to the Co. of Chartered Accountants.

For NPL Former Scientists Forum

[Signature]
President

For Gupta Sachdeva & Co.

[Signature]
Chartered Accountants

BRIKSHIN CO. PLACE, NEW DELHI-110010
TELEPHONE: 011-37739595

INDEPENDENT AUDITORS REPORT

To the members of
NPL Former Scientists Forum,
Room No. 101 Sree Sundaram Building, Level 2,
National Physical Laboratory, New Delhi-110012

1) We certify the statements of income and expenditure as on 31st March 2019 of NPL Former Scientists Forum, New Delhi have been compiled from books properly maintained.

2) We have cross-verified the cash book balance and Fixed Deposit balance as on 31st March 2019 with the corresponding pass books which are in the name of members.

NARENDRA GUPTA

Partner

CA No. 064456

Date: 31 July 2019

Audit report for the Year 2017-18 & 2018-19
NPL-FSF
www.nplsf.in

SAVINGS BANK ACCOUNT

HAVING THREE SB ACCOUNTS WITH SYNDICATE BANK, NPL CAMPUS, PUSA

MAIN ACCOUNT NO : 91002010025950
DONATION ACCOUNT NO : 91002010029585
PREMIUM ACCOUNT NO : 91002140000046

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www.nplsf.in

SAVINGS BANK ACCOUNTS

BALANCE AS ON 02.09.2019  Rs. 16,927=10
(Account No. 25950)
BALANCE AS ON 02.09.2019  Rs. 07,825=31
(Account No. 29585)
BALANCE AS ON 02.09.2019  Rs. 10,381=52
(Account No. 46)
TOTAL  Rs. 35,133=93

NPL FORMER SCIENTISTS FORUM
### DETAILS OF PRESENT FIXED DEPOSITS

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Effective Date</th>
<th>Initial Amount</th>
<th>Final Amount</th>
<th>Maturity Date</th>
<th>% Rate int.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>08.06.2018</td>
<td>583824.19</td>
<td>640253.71</td>
<td>21.10.19</td>
<td>6.8</td>
</tr>
<tr>
<td>2</td>
<td>14.06.2018</td>
<td>130954.45</td>
<td>143611.85</td>
<td>27.10.19</td>
<td>6.8</td>
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<tr>
<td>3</td>
<td>21.02.2019</td>
<td>130000.00</td>
<td>143100.34</td>
<td>05.07.20</td>
<td>7.05</td>
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<td>4</td>
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<td>300000.00</td>
<td>300000.00</td>
<td>21.02.20</td>
<td>6.7</td>
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<td>5</td>
<td>21.02.2019</td>
<td>1000000.00</td>
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<td>6</td>
<td></td>
<td>231000.00</td>
<td>231000.00</td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>2375778.64</strong></td>
<td><strong>2457965.90</strong></td>
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<td></td>
</tr>
</tbody>
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### INTEREST ON TWO FDRs

WE HAVE TWO FIXED DEPOSITS: Rs. 10 LAKHS & Rs. 3 LAKHS

- **Rate of Interest @ 6.7 %**
- **Quarterly Interest = 16,750 & 5,025 (Rs.)**
- **TDS @ 10% = Rs. 1,675 & 503**
- **Effective Quarterly Interest: Rs. 15,075 & Rs. 4,522**
NPL-FSF
www.nplfsf.in

TOTAL FUND POSITION AS ON 02.09.2019

AMOUNT IN SAVINGS A/c  Rs. 35,133=93
AMOUNT IN 5 FDRs     Rs. 21,44,778=64
AMOUNT IN PREMIUM A/c Rs. 2,31,000=00

TOTAL Rs. 24,10,912=57

Audit report for the Year 2017-18 & 2018-19

NPL-FSF
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EXPENDITURE THROUGH CHEQUE PAYMENT
(01.04.2019 to 02.09.2019)

26.07.2019, LAPTOP + PRINTER  55,000=00
26.07.2019, WEBTERN SOLUTIONS  11,647=00
02.08.2019, HARD DISK+PEN DRIVE 13,000=00
31.08.2019, DESIGNING WEBSITE  15,000=00
14.05.2019, MEMENTO PURCHASE  5,000=00

TOTAL 99,647=00

Audit report for the Year 2017-18 & 2018-19
### EXPENDITURE THROUGH CASH PAYMENT

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>AGM Expenses</td>
<td>12,270=00</td>
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<tr>
<td>Printing of Directory</td>
<td>22,680=00</td>
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<tr>
<td>Refreshment/Meeting Expenses</td>
<td>785=00</td>
</tr>
<tr>
<td>Conveyance Expenses</td>
<td>2,242=00</td>
</tr>
<tr>
<td>Key Fabrication</td>
<td>300=00</td>
</tr>
<tr>
<td>Printing/Zeroxing/Postage</td>
<td>2,120=00</td>
</tr>
<tr>
<td>Honorarium</td>
<td>1,200=00</td>
</tr>
<tr>
<td>Misc. Expenses + Memento</td>
<td>984=00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>42,581=00</td>
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Audit report for the Year 2017-18 & 2018-19