

MINUTES OF PROCEEDING OF THE ORDINARY MEETING OF THE CANTONMENT BOARD JUTOGH HELD ON 22.01.2015 AT 1330 HRS. IN THE OFFICE OF THE CANTONMENT BOARD JUTOGH.

MEMBER PRESENT

1. Brig. S.S Sidhu, Station Commander.....President
 2. Dr. (Ms) Anupam Talwar,Member Secretary
Chief Executive Officer
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30. ACCOUNTS :-

To consider monthly accounts for the months of September, October, November & December 2014 which are as under:-

	<u>SEPTEMBER'2014</u>	<u>OCTOBER'2014</u>	<u>NOVEMBER'2014</u>	<u>DECEMBER'2014</u>
OPENING BALANCE	9070171.37	7478921.37	33259738.37	34407501.37
RECEIPT	31832.00	28290704.00	5803073.00	435414.00
TOTAL:	9102003.37	35769625.37	39062811.37	34842915.37
EXPENDITURE	1623082.00	2509887.00	4655310.00	1650692.00
CLOSING BALANCE	7478921.37	33259738.37	34407501.37	33192223.37

In this connection all relevant papers are placed on the table.

RESOLUTION.

30. Considered. Persuade the receipt/expenditure in detail. Discussed and approved.

31. GENERAL ELECTION IN CANTT. BOARD JUTOGH :-

To confirm Circular Agenda Item No. 02 dated 11/11/2014 regarding holding of general election of Cantt. Board on 11 January 2015 and to approve Election Programme for holding the election of members on 11 January 2015 (Sunday) in Jutogh Cantt. for 02 Wards.

In this connection all relevant papers are placed on the table.

RESOLUTION.

31. Confirmed.

32. BUDGET ESTIMATES FOR THE YEAR 2014-15 (REVISED) & 2015-16 (ORIGINAL) JUTOGH CANTT. BOARD CONFIRMATION ON REDUCTION PROPOSED:-

To confirm Circular Agenda Item No. 03 dated 11/11/2014 regarding approving the reduction proposed in the expenditure heads of Budget Estimates for the year 2015-16(Original) in respect of Cantt. Board Jutogh by Dte. of DE, Ministry of Defence, Western Command, Chandigarh to balance the Budget Estimate and to make it more realistic.

In this connection all relevant papers are placed on the table.

RESOLUTION.

32. Confirmed.

33. **USE OF ELECTRONIC VOTING MACHINES IN CANTT. BOARD ELECTIONS**

To confirm Circular Agenda Item No. 04 dated 24/11/2014 regarding use of Electronic Voting Machine and 04 Nos. of EVM required in Cantt. Board Election Jutogh to be held on 11 January 2015.

In this connection all relevant papers are placed on the table.

RESOLUTION.

33. Confirmed.

34. **INVESTMENT OF FUNDS**

To note the investment of following Cantt. Board Fund already invested with the prior approval of PCB Cantt. Board Jutogh in Sugam Scheme for a period of one year on the rate mentioned against each in the best interest of Cantt. Board under section 120(2) of Cantt. Act, 2006.

Sr. No.	Bank Account No.	Amount invested	Period
1.	Cantt. Fund current account No.089200210000291	99 lakhs	01 year
2.	Cantt. Fund current account No.089200210000291	99 lakhs	
3.	Service Charges saving account No.0892000100076999	18,30,000/-	

The income resulting from the said FD's will be credited into Cantt. Fund account as required under section 120(3) of Cantt. Act, 2006. The Board may approve the same as required under section 120(4) of Cantt. Act, 2006.

RESOLUTION.

34. Noted and Approved.

35. **SANITARY DIARY:-**

Reference Section 131 of Cantonment Act, 2006.

To consider sanitary report for the month of September, October, November & December 2014 received from the AHO Jutogh Cantt.

RESOLUTION.

35. Considered discussed and approved.

36. **PRESENTATION OF CULTURAL PROGRAMME ON 16TH DECEMBER 2014 (DED 2014) BY DIRECTORATE GENERAL IN NEW DELHI, CULTURAL ITEMS BY CHILDREN OF CANTONMENT BOARD SCHOOLS.**

To note the Expenditure amounting to Rs.106827/-(Rupees One Lakh Six Thousand Eight Hundred Twenty Seven Only) incurred in connection with Pre-Defence Estates Day 2014 Cultural Meet of Western Command held in Delhi on 11/11/2014 and 12.11.2014. The details of expenditure including transportation of Students to Delhi Cantt. is as under:-

Sr. No.	Particular	Amount
1.	Hiring of Dresses 31Nos and Jewellery on rent basis @ Rs.350/-each dress for Culture Meet.	10850/-
2.	Engagement of Musician for Culture Meet.	30000/-
3.	Transportation charges of 37 seater bus for 04 days (i.e. 10.11.2014 to 13.11.2014 from Cantt. Board Jutogh to Cantt. Board Delhi) & back	54840/-
4.	Expenditure incurred during travelling for food.	6360/-
5.	Miscellaneous expenditure on cosmetics etc. for Cultural Programme	4777/-
	Total :	106827/-

In this connection all relevant papers are placed on the table.

RESOLUTION.

36. Noted.

37. REMAINING PAYMENT OF SCANNING, DIGITIZATION AND ICR OF RECORD-CANTT BOARD JUTOGH.

To consider and approve pending payments of Rs.20334/- to be made to NICS. A payment of Rs. 220063/- was made to NICS for scanning of 2,13,375 documents at the office of Cantonment Board Jutogh against their Performa Invoice No.2012-13/P1395/HW/UK Dated 07/01/2013 for which a work order No. 01200400 dated 14/02/2013 was issued to M/s Net Spider India by NICS.

But as the work started in December 2013 the estimates for scanning changed due to segregation of important files for scanning in the first phase. In the email dated 02-Dec-2013 the office requested NICS to amend the purchase order for scanning of 50,000 pages and ICR of 50,000 pages. In reply to this, NICS sent a Performa Invoice No.PNWHP131852 dated 20/12/2013 amounting to Rs. 2,33,709/-.

After this amendment, an extra amount of Rs. 20334/- was due to be paid by Cantonment Board Jutogh to NICS. But the Performa Invoice was rejected due to nonpayment of the increased amount to the NICS. Irrespective of this M/s Net spider India continued its work of Scanning and ICR at Cantonment Board Jutogh.

As M/s Net spider India completed the work of Scanning and ICR at Cantt. Board Jutogh, NICS was again requested to get the work order amended via the email dated 16-Jul-2014.

Now NICS has finally amended the work order given to M/s Net spider India via their amendment Order No. A01490027 dated 11-Aug-2014 for the work at Cantonment Board Jutogh.

The Board may consider further action in the matter and pay the additional amount of Rs. 20334/- to NICS. The relevant papers and report of Computer programmer are placed on the table.

The Budget provisions has already been made in Revised Budget Estimate for the Year 2014-15

RESOLUTION.

37. Considered and approved. CEO is authorized to make the payment.

38. MANAGEMENT OF CLASS (B-4) LAND:-

To consider the question of taking over the rights for the disposal of Grass Cutting Rights for the year 2015-16 on B-4 land under the management of DEO Ambala Circle, Ambala Cantt. on payment of 1/3rd share of grass receipt to the Govt.

In this connection all relevant papers are placed on the table.

RESOLUTION.

38. Considered and resolved that proposal be forwarded to Dte. Defence Estates, Ministry of Defence, Western Command, Chandigarh to accord necessary sanction.

39 PATHOLOGICAL LAB SERVICE IN CANTT. BOARD DISPENSARY JUTOGH:

Reference CBR No. 75 dated 05/03/2014

At present Smt. Poonam Sharma Lab Technician C/o Near Ration Depot Village Basal Post Office Basal Distt. Solan is providing Lab Services to Cantt. Board Dispensary Jutogh. Her period of providing Lab Services in Cantt. Board Dispensary Jutogh is going to expire on 27/01/2015. The Board may consider/decide the further course of action.

RESOLUTION.

39. The Board Considered and discussed the matter at length. The Board further resolved that fresh applications be invited to provide Pathological Lab Services for Cantt. Board Dispensary Jutogh.

40. PURCHASE OF LAPTOP AND MULTIFUNCTIONAL PRINTER :-

To consider the purchase of Laptop. A Laptop is required to be issued to the Computer Programmer Cantt. Board Jutogh as per the instructions given in Dte. DE, WC, Chandigarh letter No.30/Genl/Policy/Cantt/WC/DE/Vol.-I dated 12th Sept, 2011 and a multifunctional printer is required for smooth working of the office. For this quotation were called vide this office letter No.CBJ/75/Misc dated 29.12.2014. The Comparative statement alongwith original quotations are put on the table for the consideration of the Board.

The Budget provisions has already been made in Revised Budget Estimate for the Year 2014-15

RESOLUTION.

40. Considered and Approved the lowest rates quoted by WEBCOM Computers, Sharma Niwas Main Bus-Stand Sunni, Shimla for the purchase of Laptop and the lowest rates quotes by HIMTECH IMAGE SOLUTION B.C.S New Shimla-09(Authorized Dealer of DGS&D Rate Contract) for the purchase of Multifunctional Printer at DGS&D Rates.

CEO is authorized to incur the expenditure.

41. PURCHASE OF TWO COMPUTER SYSTEMS/DESKTOPS FOR OFFICE USE :-

To consider the purchase of two Computer Systems/ Desktops which are required in Office for Superintendent and CEO for smooth working of the office. For this quotation were called vide this office letter No.CBJ/75/Misc dated 29.12.2014. The Comparative statement alongwith original quotations are put on the table for the consideration of the Board.

The Budget provisions has already been made in Revised Budget Estimate for the Year 2014-15

RESOLUTION.

- 41.** Considered and Approved the lowest rates quoted by MS Infotech Sanjauli Chowk, Shimla-06.

CEO is authorized to incur the expenditure.

42. PROVISION OF SEPARATE ROOM FOR THE INSTALLATION OF SERVER, 2 KVA ONLINE UPS AND STRUCURED LAN IN CANTT. BOARD OFFICE JUTOGH.

To consider and approve the estimate prepared by Junior Engineer Cantt. Board Jutogh amounting to Rs. 2,09,000/- for construction/provision of separate room by converting store room into Server Room i.e. for installation of server, 2 KVA online UPS and structured LAN in Cantt. Board office, Jutogh. It is for the appraisal of the board that as per instructions received from Dte. DE, WC, Chandigarh letter No.15/981/VPN/ADM/WC/DE/I/24308/15 dated 21.01.2014 and letter No. 15/981/VPN/ADM/WC/DE/I/24308/23 dated 08.08.2014 and standard operating procedures (SOP) on indexing, digital scanning, and micro-filming of documents dated 21.06.2012, the separate Server room/ Network operating Center room and proper spacing for installation of 02 KVA Online UPS is required. The said work will be executed out of normal Budget under Budget Head D-2 (Buildings) Maintenance and repair for the year 2014-15. The estimates prepared by Junior Engineer Cantt. Board Jutogh, report of Computer Programmer and other relevant papers are placed on the table for the consideration of the Board.

RESOLUTION.

- 42.** Considered and Approved .The Board resolved that the tender for work be called and CEO is authorized to get the work executed from the contractor quoting lowest rates.

43. INSTALLATION OF STRUCTURED LAN, EARTHING AND EPBAX WIRING IN THE CANTT. BOARD OFFICE.

To consider the installation of structured LAN, Earthing and EPBAX wiring in the Cantt. Board office. As per the instructions given in Dte. DE, WC, Chandigarh letter No.15/981/VPN/ADM/WC/DE/I24308/23 dated 08th August 2014 structured LAN is to be installed by all the Cantt. Boards in their office for successful implementation of DG DEs MPLS, VPN and other related projects. EPBAX wiring is urgently required for smooth functioning of office and as per Computer Programmer's report placed on table, it will be cost effective to get the wiring for EPBAX alongwith the installation of structured LAN.

The remaining work of networking such as installation of switches and establishment of MPLS, VPN will be taken by NICSI (DG DE's contractors for the MPLS, VPN project) after completion of LAN wiring in the office. For installation of LAN and EPBAX wiring in the office, quotations were

called by office letter No.CBJ/75/Misc dated 29th Dec., 2014. The Comparative statement alongwith original quotations are put on the table for the consideration of the Board.

RESOLUTION.

43. Considered and Approved the lowest rates quoted by WEBCOM Computers, Sharma Niwas Main Bus-Stand Sunni, Shimla.

CEO is authorized to incur the expenditure.

Sd/xxx
CHIEF EXECUTIVE OFFICER,
JUTOGH CANTT.

Sd/xxx
PRESIDENT,
CANTT. BOARD JUTOGH

- True Copy -

CHIEF EXECUTIVE OFFICER,
JUTOGH CANTT.