

**Indian Red Cross Society,
Orissa State Branch
Bhubaneswar**

Meeting of the Working Committee

Place : Disaster Preparedness Training Centre
Date : 16th September, 2008
Time : 11 A.M.

AGENDA NOTE

Item No. 1 : Confirmation of the proceedings of the last meeting of the Working Committee

The Working Committee last met on 25th March, 2008. A copy of the proceedings of the meeting was circulated to all the members vide letter No. 573/RC dated 19.04.2008. No suggestion or objection thereon has been received from any of the members.

The proceedings may kindly be confirmed.

Item No. 2: Review of Action Taken Report on the proceedings of the last meeting.

Action Taken Report on the decisions taken in the last meeting of the Working Committee is enclosed (**Annexure-I**).

The Committee may kindly review the action taken on the decisions of the last meeting and accept the same.

Item No. 3 : Constitution of the Managing Body of the National Society – Election of a representative of the Indian Red Cross Society, Orissa State Branch for the electoral college.

(1) Section 4(B) (1) of the Indian Red Cross Society Act, 1920 provides that the Managing Body of the National Headquarters shall consist of inter alia twelve members to be elected by the State Branch Committees for a term of two years in accordance with the Rules made by the Managing Body under Section 5, provided that not more than one member shall be elected by any State Branch Committee, provided further that no member, elected under this section, shall hold office continuously for more than two terms.

(2) For regulating the constitution of the Managing Body, the Indian Red Cross Society (Constitution of Managing Body) Rules, 1992 have been framed. In the Rules it is provided that there shall be an electoral college consisting of one elected representative from each State/Union Territory Branch Committee for electing 12 members to represent the State and Union Territory Branch Committees in the National Managing Body. To ensure fair geographical distribution in representation

to the Managing Body, provision has also been made in the Rules to the effect that there shall be three members from each of the four regions into which the State and Union Territory Branches have been grouped. The Orissa State Branch has been enlisted in the Southern Region along with Andhra Pradesh, Karnataka, Kerala, Andaman and Nicobar, Tamil Nadu, Lakshadweep and Pondichery.

- (3) The last election of 12 members to the Managing Body was held on 29th September, 2006. Dr. J. Mohapatra was elected to the Managing Body of the National Society during the previous election. He is due to complete the first term of 2 years. The next election of 12 members to the next Managing Body is proposed to be held in October, 2008. Therefore the Indian Red Cross Society, National Headquarters has requested in its letter No. 13011/1/08/GMT/6062 dated 5th August, 2008 to elect one representative of the Indian Red Cross Society, Orissa State Branch to the electoral college and the name and other particulars of the elected representative along with a certified copy of the resolution of the Branch Committee to be furnished before 30th September, 2008.

The Working Committee may kindly elect a representative of the Indian Red Cross Society, Orissa State Branch for the electoral college.

Item No. 4 : Sanction of Grant-in-aid for Red Cross District Branch, Kalahandi for renovation of Red Cross Blood Bank, Bhawanipatna.

The Collector, Kalahandi and the Chairman of the Red Cross District Branch, Kalahandi has requested for sanction of Rs. 2 lakh from the Indian Red Cross Society, Orissa State Branch resources for renovation of the Red Cross Blood Bank at District Headquarters Hospital, Bhawanipatna vide his letter No. 770/Res dated 18th May, 2008.

- (2) The Chairman of the District Branch has submitted an estimate for renovation. The estimate has been prepared by the Work Consultant, NRHM, Kalahandi and countersigned by the Chief District Medical Officer, Kalahandi. The cost of renovation is Rs. 2 lakh. A copy of the renovation estimate with details of works involved is enclosed (**Annexure-II**).
- (3) There is a provision of Rs. 10 lakh under item No. VIII-(iii) – Development of District Branches/State Branch and Red Cross Institutions in the budget for the current year.
- (4) Red Cross District Branch, Kalahandi has not been supported with any financial assistance from the Indian Red Cross Society, Orissa State Branch during last 10 years. Assistance in kind (relief materials) have been provided as a measure of disaster response.
- (5) The Working Committee may kindly consider and accord approval for sanction of one time grant-in-aid of Rs. 2 lakh for renovation of the Red Cross Blood Bank at District Headquarters Hospital, Bhawanipatna.

- (3) The Working Committee approved working of the Indian Red Cross Society, Orissa State Branch with the Inter Agency Group. The Indian Red Cross Society, Orissa State Branch is working as its interim Chairman up to December, 2008. The Disaster Management Coordinator, Indian Red Cross Society, Orissa State Branch worked as its convenor. After sad demise of Prof. S.N. Mishra in road accident in June, 2008 the Indian Red Cross Society, National Headquarters has decided to operate the post with a salary support of Rs. 15,000/- per month at par with other States instead of existing Rs. 27,612/- per month which was personal to Prof. Mishra.
- (4) The Inter Agency Group needed an exclusive Coordinator with higher capacity and skill to coordinate with INGOs/NGOs and take up advocacy role with government for effective and sustainable disaster management and mitigation in Orissa. The UNICEF has agreed to provide salary support of Rs. 30,000/- and mobility support of Rs. 10,000/- per month for the position for 4 months viz, September to December 2008 through the Indian Red Cross Society, Orissa State Branch. Besides, the IAG has requested the Indian Red Cross Society, Orissa State Branch to provide working office space and communication facilities. In view of devastating floods and subsequent Kandhamal group clashes it was necessary to fill up the position urgently. The process of recruitment has already commenced.
- (5) To avail the financial support for 4 months a small scale funding support agreement **(Annexure-IV)** has been signed with the UNICEF on 1st September, 2008.
- (6) The agreement with the UNICEF as well as consent to provide working office space, equipments, stationery and required communication is perfectly in agreement with the theme of the World Red Cross Day of the year 2008 viz, "Working together to combat climate change".
- (7) The Working Committee may kindly consider the matter and accord approval for
 - (i) The small scale funding support agreement with the UNICEF.
 - (ii) To provide working space and facilities to the IAG Coordinator as requested by IAG up to December 2008.

Item No. 7 : Adoption of Audit Reports for the year 2007-08 in respect of the Orissa Disaster Mitigation Programme Phase-II.

- (1) The SRB Associates, Chartered Accountants were appointed as the external Auditors to audit the accounts of the Orissa Disaster Mitigation Programme Phase-II for the year 2007-08. The Auditors have completed audit of the accounts for the year 2007-08 in respect of the following accounts and furnished their reports. There is no objection or suggestion of the Auditors. The Auditors have reported that they have found that proper books of accounts have been maintained. In view of no objection or suggestion there is no specific compliance report.
 - (i) Indian Red Cross Society, Orissa State Branch ODMP Kfw Assisted Account for the period ending 31.03.2008 **(Annexure-V)**.
 - (ii) Indian Red Cross Society, Orissa State Branch ODMP German Red Cross Assisted Account for the year ending 31.12.2007 **(Annexure-VI)**.

- (iii) Indian Red Cross Society, Orissa State Branch Maintenance Corpus Fund Phase-I for the period ending 31.03.2008 (**Annexure-VII**).
- (iv) Indian Red Cross Society, Orissa State Branch Maintenance Corpus Fund Phase-II for the period ending 31.03.2008 (**Annexure-VIII**).
- (v) Indian Red Cross Society, Orissa State Branch Insurance Account for the period ending 31.03.2008 (**Annexure-IX**).

(2) These reports were placed in the meeting of the Project Monitoring Committee held on 27th August, 2008 under the Chairmanship of the Special Relief Commissioner, Orissa. The Committee has accepted and approved these reports.

The Working Committee may kindly adopt these reports for the year 2007-08.

Item No. 8 : Revision of membership fee for 3 categories and requirement of providing C.Vs for Patron and Vice Patron categories of membership.

- (1) Rule-3 of the Indian Red Cross Society, Orissa State Branch Rules, 1994 provides that the rate of subscriptions which will entitle a member to be categorized in one or other of the grades of members of the Society shall be determined by the Managing Body of the Society from time to time.
- (2) The Managing Body of the Indian Red Cross Society, National Headquarters at its meeting held on 23rd July, 2008 has approved enhancement of the membership subscription for the following categories of membership.

Sl. No.	Grade of Membership	From Rupees	To Rupees
1.	Annual Member	50	100
2.	Annual Associate	10	50
3.	Institutional Member (Annual)	1000	5000

This supersedes all earlier order and shall come into force with immediate effect. The order has been communicated vide Indian Red Cross Society, National Headquarters Office Order No. 40 dated 21st August, 2008 (**Annexure-X**).

The Managing Body has further decided that a brief C.V of each candidate proposed to be enrolled as Patron/Vice Patron of Indian Red Cross Society alongwith recommendation of the Branch Managing Committee may be sent to the Headquarters for further processing of his/her enrolment under these special categories.

- (3) Rule-7 of the Indian Red Cross Society, Orissa State Branch Rules, 1991 provides for fees payable by different categories of members. As per provisions of Rule 30 of the aforesaid Rules "Any rules of the State Branch shall stand automatically amended or cancelled if any relevant rules and regulations of the Indian Red Cross Society on which it is based is regularly amended or cancelled".

In pursuance of the decision of the Managing Body of the National Society communicated vide orders mentioned above the provisions of Rule-7 of the Indian Red Cross Society, Orissa State Branch Rules, 1990 stands amended accordingly.

This is for information and approval of the Working Committee.

Item No. 9 : Reimbursement of travel expenses to people living with HIV/AIDs (PLWHAS) for travel to and from ART centre for CD4 testing and getting ART medicines.

- (1) There are 8395 people living with HIV/AIDs in Orissa till July, 2008. The district wise prevalence of such people is indicated under **Annexure-XI**.
- (2) The PLWHAS are required to travel to the nearest Anti Retroviral Treatment (ART) centre for CD4 count testing as well as to get monthly supply of ART medicines. There is one fully operational ART centre at the MKCG Medical College & Hospital, Berhampur. Another ART centre at the S.C.B Medical College & Hospital, Cuttack would be operational by September, 2008. It is proposed to reimburse the cost of travel to and from ART centre as a measure of compassion, care and concern of the society towards the PLWHAS.
- (3) The Health & Family Welfare Department have requested the Indian Red Cross Society, Orissa State Branch to support for reimbursement of travel expenses through its District Branches. A central arrangement made through Ganjam District Branch did not materialize. Besides, with opening of more ART centres in the state decentralization of reimbursement of travel cost is also essential.
- (4) On the above background the following convenient modality for reimbursement of travel expenses to PLWHAS for travel to and from ART centre for CD4 testing or getting monthly supply of ART medicines has been worked out in consultation with the Project Director, O.S.A.C.S.
 - (a) A PLWHA of a particular district would get the travel cost reimbursement at the Red Cross District Branch of his or her district of residence on submission of a copy of his/her ART centre registration slip and test report/treatment record.
 - (b) The reimbursement would be made for travel by shortest route from his/her Block headquarters to and from the ART centre where he/she has received the test/treatment as per government guidelines (currently @ 0.52 paise per k.m. for public transport).
- (5) The expenditure is to be met from the Red Cross fund of the respective District Branch on priority basis. In case any District Branch is hard pressed to meet the expenses the State Branch would consider to sanction grant-in-aid to partially reimburse the expenditure. Such proposal should accompany actual expenditure incurred on this account, audited statement of accounts of the previous year and resolution of the Executive Committee of the District Branch for such support by the State Branch.

The Working Committee may kindly consider and approve the proposal.

Item No. 10 : Disposal of 10 motor bikes and transfer of Tata Safari Jeep to District Branch, Khurda.

(1) (i) The 10 motor bikes particulars of which have been furnished in the table below were purchased and used by the External Consultant BGS Ingenieursozietat International for the ODMP-II for construction of multipurpose cyclone shelters. These vehicles have been handed over to the Indian Red Cross Society, Orissa State Branch as per Article 10.5 of the consulting contract dated 13.01.2003 on gradual completion of construction work. There is no scope for use of these vehicles by the Indian Red Cross Society, Orissa State Branch. It is necessary to dispose of these vehicles to avoid maintenance and deterioration in value due to storage.

(ii) As per provisions of Rule-13 (d) read with Rule 19(d) of the Indian Red Cross Society, Orissa State Branch Rules, 1990 the Working Committee is competent to take decision for sale or otherwise disposal of the property of the Society subject to ratification by the Executive Committee.

(iii) The Honorary Secretary may be authorized to dispose of the vehicles adopting the following procedure.

- Determination of the offset price of the vehicles by a competent automobile engineer.
- Invitation of offers by sealed tender procedure through open advertisement.
- Acceptance of highest offer above the offset price through a committee consisting of atleast three persons including one nominated member of the Working Committee.
- If offers above the offset price are not forthcoming, the committee will be competent to decide to accept the highest offer or to negotiate with the highest tenderer for a suitable offer.

The Working Committee may kindly consider the above matter and decide to dispose of the vehicles by constitution of a Committee.

Sl. No.	Type of vehicles	Reg. No.	Date & year of purchase	Cost of vehicle at the time of purchase (In Rupees)	KM reading
	Two wheelers				
1.	Max-100	OR-02-Y 9493	28.09.2003	21,600	43635
2.	Max-100	OR-02-Y 9498	28.09.2003	21,600	44701
3.	Max-100	OR-02-AD 3263	30.11.2004	22,000	60322
4.	Max-100	OR-02-AD 9497	30.11.2004	22,000	46835
5.	Max-100	OR-02-AD 3253	30.11.2004	22,000	35293
6.	Max-100	OR-02-AD 3256	30.11.2004	22,000	42015
7.	Max-100	OR-02-Y-9319	28.09.2003	21,600	13998
8.	Max-100	OR-02-AD-3259	30.11.2004	22,000	7889
9.	Max-100	OR-02-AD-3260	30.11.2004	22,000	Accident vehicle
10.	TVS Star	OR-02AG-8733	28.10.2005	30,890	16,635

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- (2) The same International Consultant has also handed over a Tata Safari Jeep as per particulars mentioned below which was used for supervision of construction of multipurpose cyclone shelters of ODMP-II. The Indian Red Cross Society, Orissa State Branch does not need the vehicle for its own use. The Red Cross District Branch, Khurda is the best performing District Branch. It has done excellent work in enrolment, fund raising and activities. The Branch needs a vehicle. The Branch made a request earlier for such a vehicle. It is willing to accept the vehicle, maintain it and use for the activities of the Branch.

The Working Committee may kindly consider the matter and decide to transfer the vehicle to the District Branch, Khurda.

Sl. No.	Type of vehicles	Reg. No.	Date & year of purchase	Cost of vehicle at the time of purchase	KM reading
1.	Jeep- Tata Safari	OR-02Q-6766	26.05.2003	723,476	110899

Item No. 11 :Any other matter with the permission of the Chair.