

Indian Red Cross Society
Orissa State Branch, Bhubaneswar
Meeting of the Working Committee

Place : Disaster Preparedness Training Centre
Date : 10th August, 2009
Time : 11 A.M

AGENDA NOTE

Item No. 1: Confirmation of the Proceedings of the meeting held on 19th January, 2009 and 27th March, 2009.

The proceeding of the last meeting of the working Committee of Indian Red Cross Society, Orissa State Branch held on 19th January, 2009 and 27th March, 2009 were circulated to all the members vide letter No. 194/RC dated 12.2.2009 and No. 471/RC dated 9.4.2009. No comment or suggestion has been received from any of the members. However, copies of the proceedings of the last meetings are enclosed (Annexure – I and II). The proceedings may kindly be confirmed.

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

The action taken report on the decisions of the last meeting of the Working Committee held on 19th January, 2009 and 27th March, 2009 are enclosed (Annexure-III and IV). The Working Committee may kindly review the action taken reports and accept it.

Item No. 3: Admission of members of all grades to the membership of the Society.

In pursuance of provisions of Rule 19(d)(xiii) of the Indian Red Cross Society, Orissa State Branch Rule, 1990 the working Committee to admit members of all categories subject to such approval as may be necessary from the IRCS. The members admitted into different categories by the State Branch and District Branches during the period July, 2007 till June 2009 given below may be admitted:

Patron	46
Vice Patron	108
Life Member	4952
Life Associate	86
Annual Member	11
Annual Associate	9974
Institutional Member	48

Item No. 4 : External Audit by KfW for ODMP- II

After the successful implementation of Orissa Disaster Mitigation Programme, Phase- I, as per the Separate Project Agreement dated 13th January, 2003, IRCS-OSB has been receiving the funds from KfW through Govt. of India and Govt. of Orissa for the execution of ODMP II programme.

There is a provision in the Article 4.II.1.2 of the Separate Agreement to the Project Agreement dtd.13.01.2003, the Project Management shall remain with the Project Monitoring Committee (PMC) for overall supervision. The Project Monitoring Committee is appointing an

Independent external auditor M/s SRB & Associates who is auditing the accounts of the project from year to year including each vouchers of expenditure and its related documents. The audited statement of accounts after discussion and adoption in the Project Monitoring Committee has been submitted to the KfW.

A KfW mission comprised of Ms. Hanitra Schmelzer, Transaction Manager, KfW, Frankfurt and Ms. Renu Chopra, Project Manager, KfW, New Delhi. also verified the accounts during 1st to 5th July, 2008. The mission checked the books of records i.e financial transactions, contracts concluded, procurements and disbursements made since inception of the project, tender document of "Warehouse-cum-Resource Centre", evaluation report and role of project partners according to the agreements concluded etc. The A.G Orissa has also audited the accounts.

However, KfW had entrusted a firm i.e Price Waterhouse Cooper (PWC) for audit of the project for the period from 01.04.2006 to 31.08.2008 as per the provisions of Article-5.1(F) of the Project Agreement dtd. 13.012003, which provides that "the Project Executing Agency shall enable the representatives of KfW at any time to inspect said books and records, any other and all other documentation relevant to the implementation of the project and to visit the project and all installation related there to".

The PWC audit team audited the documents from 15th November to 13th December, 2009 and submitted a draft audit report where they observed **ineligible cost amounting Rs. 2,45,36,013/-** and **questionable cost amounting Rs. 37,22,696/-** out of total expenditure Rs. 197,562,256 till 30.04.2009.

Based on the PWC audit report, the IRCS-OSB made a compliance report and sent to KfW on **13th May, 2009**. Some brief on Ineligible and questionable cost of the report is as stated below.

Ineligible Cost:

The expenditure Rs. 2,45,36,013/- includes Rs. 1,76,00,000/- which is deposited at the Maintenance Corpus Fund account with approval of KfW, Govt. of India and Govt. of Orissa which amount is 72% of total ineligible cost.

During review of expenditure charged to KfW funds, the Audit has considered expenditure amounting to Rs. 2,45,36,013/- as ineligible due to the costs being –

- (i) unbudgeted
- (ii) Exceeding the budget
- (iii) Not in accordance with Project and/ or Separate Project Agreement and
- (iv) Excess payments, etc.

Questionable Cost.

The Audit has held Rs. 37,22,696/- as questionable cost for inadequate documentation or clarity. IRCS-OSB has furnished comprehensive justification in respect of each item in the macro report. Further elaboration is not necessary. The documentation and clarity are available. There was lack of proper awareness about the activities relevant to the project for which Audit held such expenditure as questionable. We expect the clarifications and explanation would remove the doubt.

All the project objectives have been achieved including construction of six additional cyclone shelters and community mobilisation with 11.22 % project out lay still to be released by KfW. The ineligible and questionable cost pointed out by audit constitute 12.34% of the funds

received including the transfer of funds to the M.C.F, Phase-II i.e Rs. 1,76,00,000/- (8.91% of the funds received). It is considered insignificant looking at the scale of achievements for which the PEA deserves recognition.

However, during the recent KfW Mission visits to IRCS-OSB from 13th to 20th July, 2009 there was a discussion on the audit related issues as the audit firm PWC submitted their comments on the reply sent by IRCS-OSB on 16.07.2009. Out of the discussion, the mission shorted out most of the items which is around 86.24% of the total ineligible and questionable cost observed by the PWC audit team.

Item No. 5: Withdrawal of GRC Delegation Support from ODMP-II programme.

Orissa Disaster Mitigation Programme, Phase-II is a bilateral development programme of the Federal Republic of Germany and the Republic of India. ODMP has two components. One deals with the construction of Physical Building (Multipurpose Cyclone Shelters equipped with relevant equipments) where as the other wing deals with the Social Mobilisation (use of the shelter building in times of disasters and non-disasters; ensuring effective community participation; capacity building and strengthening of the self-help capacity of the local population).

With the financial support of KfW and German Red Cross, the Indian Red Cross Society, Orissa State Branch had been implemented the ODMP-II programme since 2003. The German Red Cross was supported towards the HR cost, recurring office cost, strengthening the District Red Cross Branch and Block Red Cross Branches of the project and KfW was supported for construction of Multipurpose Cyclone shelters, shelter & TF equipments and social mobilisation activities.

As per the Letter of Agreement between German Red Cross, IRCS-NHQ and the IRCS-OSB signed on 07th August, 2003 for conducting the work of Orissa Disaster Mitigation Programme – ODMP Phase – II. This agreement was valid from 01.01.2003 to 31.12.2007. In order to utilize the surplus funds of the ODMP –II (KfW Assisted fund), it was felt by all concerned that this programme of ODMP Phase-II, should be extended further for a period of one year i.e till 31.12.2008 which was agreed by the German Red Cross.

Besides, another supplementary letter of Agreement between German Red Cross, IRCS-NHQ and IRCS-OSB was signed on 15th January, 2009 for further extension of German Red Cross support upto 31.03.2009 for completing all the pending social mobilisation activities. During this period an End of Project Evaluation of Social Mobilisation part of ODMP-II programme was taken place by the German Red Cross from 19th March to 1st April, 2009 by a team consisting of German Red Cross Delegate, representative from Govt. of Orissa, IRCS-NHQ, IRCS-OSB and operational District Red Cross Branch.

After the End of Project Evaluation, the German Red Cross withdrew the Delegation support from Orissa by the end of April, 2009 and only support for two (2) staff members (1 for programme, 1 for reporting) for six months to bridge the gap until a new post project management structure is in place.

The service of one Volunteer Driver has been hired @ Rs. 70/- per day for a period of one month till the sustainability part is finalized.

Item No. 6: Pending Activities of ODMP-II Programme:

Following activities should be completed before closing of the ODMP-II programme.

Completion of Inauguration and handing over of remaining 09 cyclone shelters (Paripangara, Junus Nagar and Balabhadrapur in Kendrapara district, Dwaripatra, Ranakotha and Paljamkunda in Balasore district and Chandanpur, Kaudiapal and Sendhagada in Bhadrak district).

- Procurement of Task Force Equipments (Pending items not supplied to the shelter sites).
- Release of the Consultancy fees for development of Manuals & Flip Charts.
- Settle and release of the final bills of Mr. B.K.Biswal (Kaudiapal), Mr. G.C. Behera (Chandanpur), Mr. M.K.Mohanty (Balabhadrapur, Junus Nagar, Krushnanagar).
- Release of retention money and withheld amount of the contractors.
- The DLP inspection and repair work of the ODMP-II shelters may be carried out prior to completion of DLP period.
- Completion of Additional works at three shelter i.e Balabhadrapur, Junus Nagar and Krushna Nagar (including installation of Force and Lift pump at Kanak Nagar, Kankadia and Paripangara.
- Release of bills for the additional work by Mr. R.P.Barik (Khantakhuad), Mr. B.K.Biswal (Kaudiapal), Mr. G.C.Behera (Chandanpur).
- Royalty may be deducted and deposited with the concerned authorities.
- Submission of evidence of expenditure to KfW.
- Finalisation of Minutes of Meeting drafted by KfW (Guideline for Maintenance Corpus Fund (MCF) and Establishment of Facility Management Unit(FMU) etc.

Item No. 7: Adjustment of excess funds provided by the Govt. of Orissa for implementation of the ODMP-II project:

A review meeting of Orissa Multipurpose Cyclone Shelter Programme, Phase-II was taken place at the office chamber of the Special Secretary, Planning & Coordination Dept., Govt. of Orissa on 21st May, 2009 at 3.30 P.M. In the review meeting there had a discussion about the refund of excess amount of Rs. 87,37,000/- which was released in favour of the Indian Red Cross Society, Orissa State Branch. In this context, we have replied to the Director-cum-Additional Secretary to Govt., Planning & Coordination Dept. Govt. of Orissa is as below.

The Revenue & Disaster Management Department released Rs. 40,000,000/- (Rupees four crore) only in three different occasions as advance in favour of the Indian Red Cross Society, Orissa State Branch duly taking into consideration our justified immediate fund requirements for implementation of the programme.

Sanction order no.	Date	Amount (in Rs)
No 19446/R	23.05.2006	10,000,000
No 34739/R	05.09.2006	20,000,000
No. 14729/R	28.03.2008	10,000,000

The Indian Red Cross Society, Orissa State Branch was instructed for utilization of the funds for implementation of the programme as per terms of agreement. The Indian Red Cross Society, Orissa State Branch has fully complied with terms and conditions laid down in the sanction orders and has submitted **utilization certificates** for the entire amount which have been accepted. We have duly discharged our obligations.

As per provisions of Article 5.3 of the Project Agreement dated 13th January, 2003 the State Govt. are to ensure full financing of the project besides transfer of funds released by the KfW. In 2005/06 and 2006/07 there was dislocation in flow of funds from the Gol on account of non submission of full utilization certificates by the State Govt. in respect of EAP grants etc. The Indian Red Cross Society, Orissa State Branch did not fail in timely utilization of funds and in submission of utilization certificates. There was acute shortage of funds threatening dislocation of implementation of the programme and time and cost over run. The matter was discussed in several review meetings etc. The Indian Red Cross Society, Orissa State Branch was initially reluctant to request for advance. It was made clear to us that the funds being **budgeted and approved** for the programme could be released in advance to the Indian Red Cross Society, Orissa State Branch for implementation at the discretion of the State Govt. The State Govt. are responsible for financing the programme. It was never indicated to us that the Indian Red Cross Society, Orissa State Branch would be responsible to refund in case of non release of funds by the KfW/Gol. We would not have taken such a risk as it is beyond the financial capacity of the organization. We have fully contributed our share in terms of kind and service as laid out in the agreement.

Therefore, we have requested Govt. of Orissa vide our letter no. 162/ODMP Dtd 29th June, 2009 to reconsider the matter and appreciate the circumstances under which such advance was sanctioned and request the Gol/KfW for further release of funds or recoupment of excess amount released by the State Govt.

Item No. 8: Establishment of "Facility Management Unit" (FMU) to look after the shelter maintenance and sustainability.

A delegation team from July 13th to 20th 2009 of KfW (Kreditanstalt für Wiederaufbau) consisting of Oskar von Maltzan, Director KfW-Office, Delhi (partially), Renu Chopra, Project Manager, KfW Delhi, and Eberhard Knapp, Architect, KfW Frankfurt visited the IRCS, Orissa State Branch in order to undertake a final technical inspection of the programme "*Multipurpose Cyclone Shelter Project - Phase II*" in Orissa. The Delegation observed that all shelters were being regularly well cleaned and maintained as good as possible (in respect of minor works) by the beneficiary communities themselves. The major shelter maintenance works at shelters have been implemented twice, and in respect of Phase I shelters. The delegation stressed to undertake major maintenance works at all 59 shelters during October -November 2009 and the cost will be met out of the accrued interest of Maintenance Corpus Fund. The following budgets have been proposed for these works annually.

Phase I: INR 16,25,000.
Phase II: INR 29,68,000

It was pointed out that after completion of all Phase II shelters, IRCS, Orissa State Branch will have to manage not only 59 shelters, but further 6 shelters co-funded by the Spanish Red Cross and 10 of IFRC, supported shelters, i.e. a total number of 75 shelters which needs continuous follow-up and timely planning and implementation as all the structures are made to save the life of people prone to disasters. In consideration to the above concern the mission emphasized and proposed to establish a "**Facility Management Unit**" at IRCS, OSB (HQ) IRCS/Orissa State Branch not later than September 15th 2009, to which IRCS, OSB has preliminary agreed. The purpose of the unit will be to manage and organize all

regular and other maintenance works required time to time with intimation to KfW by IRCS/OSB accordingly. The compositions of the proposed units are as follows:

The "**Facility Management Unit**" will be based on a well-defined business plan, which will be based on annual cost for FMU's staffing (e.g. at least 1 engineer, support staff, vehicle costs) b) 10-year-estimate of annual maintenance requirements, per shelter depending on size, age and possibly known "weaknesses. The unit would plan, coordinate and oversee all activities related to the management. This needs to be measured against resources of IRCS/OSB available. The delegation recommended that this FMU staff will be paid and maintained by IRCS/OSB. The unit will be responsible to outsource the necessary planning and supervisory services and works to private agencies on the basis of public tenders. Maintenance Corpus Fund, income will be used for all necessary works and external services only where they are related to Phase I or Phase II shelters provided that such services are planned and coordinated by IRCS/OSB's own engineering staff for all regular and other maintenance works required. It was also recommended that for effective management of corpus fund the current provisions and regulations of the Maintenance Corpus Fund under Phase II as well as under Phase I will be further improved to ensure the major maintenance of shelters and the sustainability of social mobilization beyond project period. It is therefore agreed that MCF status will be prepared during the remaining project time and finalized by end of October 2009. The KfW will draft ToR for external national consultants to be tasked with the formulation of MCF statutes and draft of ToR will be available for necessary comments and suggestions by 7th August 2009.

The Working Committee may consider the matters and approve the proposal for establishing Facility Management Unit at IRCS,OSB.

Item No. 9: Restoration of Rs. 5,37,803.00 VAT and Service Tax charges (Item No. 2,3 and 4 of the Audit Report part mentioned in the Minutes of Meeting)

(A) Refund of VAT Rs. 5,07,554/- to the ODMP Phase II project fund.

1. The IRCS, OSB is implementing the Multi Purpose Cyclone Shelters, Orissa II project with effect from 2003. Article I of the project Agreement dated 13th January, 2003 among the KfW, GoO and the IRCS, OSB provides that "Taxes and other public charges to be borne by the Project Executing Agency".
2. During implementation of the project KfW agreed vide letter dates 20th June, 2005 to pre-finance tax paid on invoices, refund for which was to be obtained by the IRCS.OSB from Government of Orissa and credited to the project. Refund claims are being made with Government of Orissa quarterly as per provisions of Rules 65(4)(b)(v) of the Orissa VAT Rules, 2005. The IRCS, OSB has applied for refund of VAT paid in each quarter. Refund claims to the tune of Rs. 13,00,547/- are still pending with the Sales Tax Authorities till the end of quarter ending 30th June,2009. The matter was pursued. But refund claims are still to be sanctioned. It include VAT paid from the project fund and other wings of the IRCS,OSB.

3. The project related VAT claims are as follows:-

Sl. No	Budget Line	Amount (in Rs.)
01	Development of ODMP Phase – I at par with Phase –II	22,346
02	Operation & Maintenance of vehicle	11,043
03	Equipment (Task Force, Shelter)	3,88,033
04	Social Mobilisation Materials	59,579
05	Vehicle, Equipment and Communication	26,238

06	Training of Beneficiaries	108
07	Public relation work	207
	Total	5,07,554

The project period was over on 31st December, 2008. The proposal for extension up to 31st December, 2009 is still under consideration. The audit conducted by the KfW has held the expenditure as ineligible as refund has not yet been made to the Disposition Fund.

The KfW Delegation that visited the project for final technical evaluation from 13th to 20th July, 2009 has suggested to refund the amount to Disposition Fund from the own resources of the IRCS,OSB and to retain the refund as and when received from the State Govt. In view of delay the IRCS,OSB has agreed to transfer Rs. 5,07,554/- from its own resources pending refund from Govt. The ultimate responsibility of bearing the tax is that of the IRCS,OSB as per the agreement executed for the project mentioned under Para I above.

It is therefore, proposed to transfer Rs. 5,07,544/- from the own resources of the IRCS,OSB to the Project Disposition fund of the ODMP Phase II. Project related fund received from Govt. will be credited to the IRCS,OSB fund.

(B) Restoration of Rs. 19,290/- in respect of VAT paid on invoices below Rs. 1,000/- to the ODMP Phase II Disposition Fund.

1. Rule 65(4)(b)(ii) of the Orissa VAT Rules, 2005 provides that grant of refund claimed under this sub rule shall be subjected to the conditions that each retail invoice shall be in the minimum for a tax-exclusive price of Rs. 1,000/-.
2. The Audit while reviewing the expenses observed that certain VAT invoices below Rs. 1000/- were also paid out of project funds. The audit has held the full amount of such expenditure of Rs. 19,290/- as ineligible from the Disposition Fund. The budget head wise break down of the same is provided below:

Sl. No	Budget Line	Amount (in Rs.)
01	Operation and Maintenance of vehicle	11,358
02	Training of Beneficiaries	2,627
03	Public Relation work	5,305
	Total	19,290

3. The KfW Mission has asked to restore this amount back to the project fund. The IRCS,OSB has agreed for the same. Since refund can be claimed in respect of VAT paid in these invoices the amount is to be borne by the IRCS,OSB from its own resources.
4. It is proposed to transfer Rs. 19,290/- to the Disposition Fund of the ODMP Phase II from the own resources of the IRCS,OSB.

(C) Restoration of Rs. 10,959/- to the Disposition Fund of the ODMP Phase II towards expenditure on account of Service Tax.

- As per provisions of the Project Agreement taxes and other public charges are to be borne by the Project Executing Agency, i.e the IRCS,OSB.

- While reviewing the expenditure the Audit has found that Service Tax to the tune of Rs. 10,959/- was charged to the Disposition Fund of the ODMP Phase II project. It should have been paid from the own resources of the IRCS,OSB as the PEA.
 - 3 . The KfW Mission has asked to restore Rs. 10,959/- to the Disposition Fund. The IRCS, OSB has agreed for such transfer.
5. It is proposed to transfer Rs. 10,959/- from the own resources of the IRCS,OSB to the Disposition Fund of the ODMP Phase II. The details of such expenditure are enclosed at **Annexure –V**

The total expenditure in respect of the proposals at A,B and C above account for Rs. 5,37,803. No budget provision could be made in this regard for the year 2009/10 as decision on Audit Report was pending at that time.

The Working Committee may kindly accord approval for transfer of Rs. 5,37,803/- from own resources of the IRCS,OSB to the ODMP Phase II Disposition Fund and to include the amount in the budget at the time of submission of the budget for approved of the Executive Committee.

Item No 10: Provision of Equipments for ODMP-I shelters.

During the year 1998-1999 different equipments were provided to 23 Multi Purpose Cyclone Shelters ODMP-I to operate search and rescue and first aid services during emergencies. (the detail list attached at Annexure-VI) The usefulness of materials efficiently proved during Super Cyclone 1999 and flood situations in saving the lives of vulnerable and distress people. In the mean while the materials/equipments like plastic ropes, rope ladders and megaphones of each shelter have been damaged which needs immediate replacement. Besides other materials such as manual siren are found to be non functional at most of the shelters and the community is not in apposition to get it repaired due to non availability of technical experts and spare parts locally. This megaphone plays a vital role in case of disseminating the warning message and information. Therefore, IRCS,OSB may take responsibility to repair the megaphones and to make it operational. It needs to be place before the Working Committee that at the initial stage of ODMP –I materials/equipments like mobile first aid box, life jacket and stretcher were not provided to the shelters as there was no provision. However, in consideration to the usefulness of these items in case of ODMP-II shelters and taking into view the demand of Task Force volunteers it is proposed to provide these additional items as follows to each 23 shelters for its use during emergency situations to save the lives of vulnerable.

Life Jacket – 2nos x23=46 nos
 First aid Box – 2nos x 23 =46 nos
 Stretcher – 2nos x 23 =46 nos

The procurement, repair/replacement of the materials will be done by floating open tender and a purchase committee will be constituted to monitor the process and the required expenses will be met out of the accrued interest of Maintenance Corpus fund.

The Working Committee may kindly consider and approve the proposal for replacement and procurement of equipments.

Item No. 11: Opening of Jan Aushadhi Store.

Recently we have come to know the Jan Aushadhi Campaign, which to begin with involves setting up of "Jan Aushadhi" Stores where unbranded generic drugs would be sold which are available at lesser prices but are equivalent in quality and efficacy as expensive branded drugs.

Indian Red Cross Society, Orissa State Branch would request you to kindly consider our proposal to open such stores in phased manner in all the 30 districts head Quarters of Orissa and one 24 x 7 (Day and Night) store in the main branch at Red Cross Bhavan, Jawaharlal Nehru Marg.

The Working Committee may kindly be approved the aforesaid proposal.

Item No. 12: Enhancement of tariff of the facilities of the training centre.

The tariff of the center was last revised in the month of March 2006, since then the tariff of other agencies providing this type of facilities have been modified. Keeping in mind the present market condition it is proposed to enhance the tariff structure, which will generate some extra fund. The details of revision is attached in Annexure-VII.

The working committee may kindly approve the proposal for enhancement of tariff as per annexure.

Item No. 13: Revision of budgeted amount in head of "Purchase of Furniture & Equipments" for Disaster Preparedness Training Centre.

The room previously used by the ODMP-II project (mini conference hall) is vacated now and is been given on rent. To make this room furnished for small meetings, it needs a complete renovation and needs materials like, Air Conditioners, Coir carpeting, Ceiling fans, Plastic molded chairs, Conference table systems, sound systems etc. we propose to give this space in rent at a rent of Rs. 1,500.00 per 04 hours to corporate houses and 07 hours to Government and NGOs. In this aspect the budget head "Purchase of Furniture & Equipments" which was approved earlier doesn't forecasted the current requirement of approximately another Rs. 2.0 lakh. The budget head now may be enhanced to Rs. 3.5 lakh. from Rs. 1.5 lakh. The amount spend in renovation is most likely to be covered from the rent, mini conference hall will generate in this financial year.

The working committee may kindly approve the proposal for enhancement of budgeted amount in the budget head "Purchase of Furniture & Equipments". (Annexure-VIII)

Item No: 14: Renovation of the Main Building and Warehouse of the Indian Red Cross Society-Orissa State Branch.

The first floor of the main building was CONSTRUCTED in the year 1982. The first floor was rented out to Canara Bank since 1983. The rental of Rs. 14,000/- to Rs. 50,000/- per month. Some minor repair work and colouring of the building was undertaken after the Super Cyclone in the year 2000. The expenditure was met from IFRC account. Again the building was colour washed in the year 2006. But the repair of the terrace of top floor has not done been since the construction of the 1st floor rooms. An estimate for Rs. 2,77,435/- was obtained from ODMP shelter construction engineer after which open tender was published in news papers. On receipt of the estimate we called for tenders. Contractors submitted tender in response to the advertisement in the later part of the financial year 2008-09. But then it most not possible to spend the money within a short time resulting in cancellation of tenders with refund of EMD to the parties. The Canara Bank authority have frequently reported that

there has been seepage of water from ceiling/ roof in North West side of our office building and dampness was noticed in some portion of north side of during last rainy season. It is proposed that the following works may be done during the financial year as against our budget provision of Rs. 8,00,000/- during the financial year.

1. Roof of top grading
2. Corridor repairing
3. Colour washing of room/outside
4. Minor repairing of grill bases of lower corridor
5. Reception counter at the entrance.
6. Repair, colour wash of JRC and YRC wings.

In order to provide adequate space to IRCS-OSB to have a small meeting room, provide space for "Green & Clean School" Climate Change Project, Research-think tank activities, health unit besides giving scope and extra space to generate additional rent which would be spent in programmes. The Working Committee may also consider the construction of additional floor as per the present Govt. rules/BDA norms. Honorary Secretary has requested Er. Jugal Kishore Nayak, former Chief Architect, GOO to advice in this regard.

The Working Committee may kindly authorize the Honorary Secretary to take up the above work during the financial year within the budget any provision and consult a qualified Consultant/ Engineer/ Interior Decorator/ Architect for the said purpose.

Item No: 15: Red Cross Blood Banks of Orissa & their management.

Indian Red Cross Society has 4 core areas of service. One of the areas is **Blood Services**. There are 150 blood banks in India operate under the banner of Red Cross. Out of which 57 are in Orissa only. Therefore, Orissa State Branch is rich in Blood banking services & outdoor voluntary blood donation camp collections.

Due to following reasons the banner of the Red Cross is used:

- The central Red Cross Blood Bank, Cuttack is the primer Blood Bank of Orissa.
- The blood banks were established with the infrastructural support by either Orissa State Branch or District Red Cross Branch or both. Initially, the basic equipments such as Collection Couch, Blood storing Fridge, Centrifuge table, Microscope etc. were provided by Red Cross.
- Purchases made for Blood Bank under Red Cross are exempted from sales tax/VAT.
- Doctors and technicians deputed to the blood bank from Govt. are able to receive donations.
- IRCS, Orissa State Branch provides direct financial as well as material support from time to time for renovation & development.
- The Collector in his capacity as the Chairman, District Red Cross Branch manages the Blood Bank as the Chairman of Management Committee of Blood Banks and the establishment costs are met out of Blood Bank fund as well as District Red Cross Branch funds.
- Outdoor voluntary blood donation camps are conducted by Red Cross.
- Mobilises voluntary blood donation and felicitates the voluntary blood donors on World Blood Donor Day i.e. 14th June and National Blood Donation Day i.e. 1st October.
- Capacity building of the personnel including Medical Officers is undertaken provisional training at the CRCBB, Cuttack to become trained & qualified staff of the blood bank.

Organogram:

There is a Managing Committee in each Red Cross Blood Bank, the Collector of the respective district is the Chairman of the Red Cross Blood Bank. (List circulated by SBTC enclosed at **Annexure-IX**)

Licensing Authorities:

Drugs Controller General, New Delhi is the final licensing authority. Prior to that two joint inspections are done by a team consisting of DDC, Calcutta Director, State Blood Transfusion Council and Joint Director, Orissa State AIDS Control Society after the completion of the building and before the installation of required equipments and after installation of the equipments.

The status of blood collection (Last 5 years) - Sheet enclosed at **Annexure-X**.

Staff: In most of the Red Cross blood bank personnels are appointed by the R.C.B.B. itself. The Medical Officer in charge of Blood Bank and one technician are provided by the Govt.

Proposals:

- Red Cross should have the monitoring, supervising and inspecting mechanism along with the Govt statutory bodies.
- The Chairman of the Blood Bank should be accountable for the performance of his blood bank. Performance must be evaluated on the basis of out-door camps organized and voluntary blood collection.
- Introduction of E-governance in Blood Banks.
- There should be a joint inspection before infrastructure development/issue of licence/opening a Blood Storage Center.
- A memorandum of understanding must be prepared before opening of a BSU.
- The Deptt. of Health & Family Welfare should provide/post adequate number of Doctors, Lab Technicians and Quality Managers in all the Blood Banks.
- Mechanism for maintenance of financial transparency.
- A Committee may be formed comprising of Hon'ble Minister and Secretary, Health & Family Welfare, Director, S.B.T.C, Project Director, OSACS and Honorary Secretary, IRCS-Orissa State Branch who will formulate policies for the quality & smooth management of the Blood Bank.

The above proposals may be approved by the Working Committee.

Item No. 16: Golden Jubilee Celebration of Central Red Cross Blood Bank, Cuttack.

The Central Red Cross Blood Bank, Cuttack was inaugurated on 4th April, 1959 by the Hon'ble 1st President of India late Dr. Rajendra Prashad. It has already been completed its 50 years of service since 4th April, 2009. It is essential to organize in befitting manner a Golden Jubilee Celebration of the 1st Blood Bank of the State and 1st Blood Bank in the Country established by Red Cross. This matter was placed in the Managing Committee of the Central Red Cross Blood Bank, Cuttack held on 14.8.2008 and the following decision were taken in the said meeting.

The members of Managing Committee unanimously agreed to the suggestion of Chairman, Managing Committee and the Honorary Secretary, Indian Red Cross Society to have a two-days programme. The inauguration of the Golden Jubilee Celebration will be followed by a daylong workshop on voluntary blood donation with active participation of invited delegates

in the field of voluntary blood donation movement from outside the state. The second day programme will include a mass blood donation camp. The detail programme will be chalked out by the Director in consultation with Advisor & Chairman, managing Committee.

For preparatory arrangement an amount of Rs. 1.0 lakh will be utilised from the own resources of Central Red Cross Blood Bank, Cuttack, which will be duly appropriated in the revised budget for 2008-09. The Honorary Secretary, IRCS-Orissa State Branch also consented to extend grant of Rs. 1.0 lakh for the purpose. Other agencies like Dept. of Health & Family Welfare, OSACS, SBTC, and NACO will be moved for grants. A souvenir will be published on this occasion, which will also be taken full advantage to raise funds.

However, International humanitarian organization like Red Cross may not be involved in such symbolic activities, rather direct people/patients beneficial steps such as a well-furnished Blood Donor's waiting hall may be initiated.

It is proposed that a reception committee for the Golden Jubilee year celebration will be headed by Hon'ble Minister, Health & Family Welfare, Govt. of Orissa & Chairman, Working Committee, Indian Red Cross Society, Orissa State Branch and the organizing Committee will be headed by the Honorary Secretary & Chairman, Central Red Cross Blood Bank, Cuttack.

The Working Committee, IRCS-Orissa State Branch may approve the following proposals.

1. Instead of a symbolic golden jubilee entrance gate, a fully equipped **Donor's waiting hall** with furnitures, fitted with television sets and user-friendly counter may be operationalised.
2. A comprehensive e-governance project including a e-information kiosk on the availability of blood may be piloted.
3. A series of lectures on Voluntary Blood Donation, Blood safety etc. may be initiated, inviting experts.
4. **Thinking ahead** – An advance centre for Immuno Hematology & Transfusion Medicine' may be established for research, training & PG study in Transfusion Medicine.

Dr. R.K. Chaudhury, Prof. in Head Immuno Hematology and Transfusion Medicine Deptt., Sanjay Gandhi Post Graduate Institute, Lucknow. Prof. S.B. Rajadhyaka, Prof. in Head, Transfusion Medicine Deptt., Tata Memorial Hospital, Mumbai. Dr. Manish Srivastava, Head in Advanced Transfusion Centre, Bhopal Hospital. Dr. (Mrs.) Deepika Mohanty, Retd. Prof. and Head ICMR Research Centre, Immuno Hematology KEM Hospital, Mumbai and other specialists from NACO, AIIMS may be consulted for establishment of the centre. The Dept. of Health & Family Welfare, Govt. of Orissa may extend all cooperation for implementation of all the above mentioned programmes.

Item No. 17: Ratification proceedings of the Managing Committee of the Central Red Cross Blood Bank, Cuttack held on 17.3.2009 and 6.7.2009.

A copy each of the proceedings of the meeting of the Managing Committee, Central Red Cross Blood Bank, Cuttack held on 13.7.2009 and 6.7.2009 are enclosed at **Annexure-XI** and **Annexure-XII**. The decision taken by the Managing Committee may kindly be ratified the Working Committee except Item Nos. 5,6,7 & 8 of the proceeding of 17.3.2009 and Item No. 5 of the proceeding 6.7.2009.

Item No. 18: Filling of the vacant posts of Central Red Cross Blood Bank, Cuttack

The Director Central Red Cross Blood Bank, Cuttack has submitted a detailed report regarding the extra staff requirement at the Blood Bank. At present 46 employees belonging

to 07 categories (Regular, Adhoc, Honorary, Contractual, Consolidated, DLR, Outsource) are working in different positions. The details of staff position is enclosed at Annexure-XIII. As per the requirement report following posts are vacant.

01. Quality Management Officer : 01
 02. Laboratory Technician : 02
 03. Senior Assistant : 01

at present the staff is adequate to handle the present workload. The Working Committee may take stock of the situation and decide for filling of the 03 above mentioned posts and accord necessary approval to place the same before the Committee constituted by the Executive Committee under Rule-7.

Item No. 19: Continuation service of Dr. (Mrs.) Kanak Mishra, Senior Medical Officer for one year commencing from 01.03.2009 to 28.02.2010.

1. Dr. (Mrs.) Kanak Mishra was first appointed as Medical Officer at Central Red Cross Blood Bank, Cuttack on purely honorary basis w.e.f 21.8.78 vide office order No. 58/RC dt. 10.08.78. The different positions are indicated below during her tenure of service period.

(i)	Honorary Medical Officer (without any remuneration)	21.08.1978 to 30.01.1979 25.06.1979 to 06.12.1979 11.05.1980 to 15.12.1982
(ii)	Honorary Medical Officer (Honarium of Rs. 500/- vide office order No. 98/RC dt. 14.12.82 and treated as Class-II officer of the State Govt. for TA purpose upto 21.3.84 and raised honorarium from Rs. 500/- to Rs. 750/- upto 30.04.1986 as per decision of the Working Committee meeting held on 22.3.84).	16.12.1982 to 30.04.1986
(iii)	Medical Officer She was appointed against the vacancy of the Regular Medical Officer in the scale of pay of Rs. 525/- to 1100/- for the period from 31.1.79 to 24.06.79 and 7.12.79 to 10.05.80 without advertisement. Dr. B.N. Mishra was going on leave on medical ground. In his absence Dr. K. Mishra was appointed as full time Medical Officer and drawn regular scale of pay w.e.f 01.05.86 to 31.12.87.	31.01.1979 to 24.06.1979 07.12.1979 to 10.05.1980 01.05.1986 to 31.12.1987
(iv)	Medical Officer (Created the 2 nd Medical Officer and absorbed on regular scale of pay i.e. 1350 to 2975 with other allowances vide decision of the Working Committee dt. 15.12.87)	01.01.1988 to 19.11.2006
(v)	Promoted to Senior Medical Officer (vide our officer order No. 86/RC dt. 18.11.2006 and fixed the pay i.e. 8000 to 13500 as Jr. Class-I officer of the State Govt.)	20.11.2006 to 28.02.2007

Dr. (Mrs.) Kanak Mishra, Senior Medical Officer, Central Red Cross Blood Bank, Cuttack was reemployed for one year commencing from 01.03.2007 to 28.02.2008 by the Working Committee vide Resolution No. 6 dated 08.03.2007. She attained the age of 60 years on 24.02.2007. Her date of birth is 25.02.1947. The decision of the Working Committee of the IRCS-Orissa State Branch held on 08.03.3007 is reproduced below.

The Working Committee considered the proposal of reemployment of Dr. (Mrs.) Kanak Mishra, Sr. Medical Officer in Central Red Cross Blood Bank, Cuttack for a period of one year. In pursuance of Rule-27(1) of the Indian Red Cross Society, (R&CS) Rules 2001, the Working Committee decided to reemploy her as Senior Medical Officer, of the Central Red Cross Blood Bank, Cuttack for a period of one year with effect from 1.3.2007 to 29.02.2008. She will be entitled to last pay drawn.

On the basis of the above decision the office order No. 27/RC dt. 23.03.2007 was issued in favour of the Director, Central Red Cross Blood Bank, Cuttack and person concerned it has been stated that Dr. (Mrs.) Mishra will be entitled to last pay drawn along with other allowance admissible to the Red Cross employees during the period of reemployment. As a result the person concerned was drawn salary i.e. last pay drawn along with other allowances.

The term of the reemployment period of Dr. (Mrs.) Mishra was expired on 29.02.2008. As per orders of the Chairman, Minister (H&FW) the reemployment period is allowed to continue in the said post after 29.02.08 till the decision taken by the Working Committee of the IRCS-OSB regarding her reemployment for another one year with effect from 1.3.2008 vide office order No. 19/RC dt. 28.02.2008.

The Working Committee meeting of the IRCS-OSB held on 25.3.2008 has decided that as per the provisions of Rule 27(1) of the IRCS, OSB (R&CS) Rules 2001 to reemploy her as Senior Medical Officer of the Central Red Cross Blood Bank, Cuttack for a further period of one year 1.3.08 to 28.02.09. She would be entitled to last pay drawn. In this connection the order No. 36/RC dt. 16.5.2008 was issued to the Director, C.R.B.B, Cuttack and she would be entitled to last pay drawn.

The communication received from the Director, Central Red Cross Blood Bank, Cuttack on 6.1.09 to retain the service of Dr. Kanak Mishra for one year more w.e.f 1.3.09 to 28.2.2010 on the same terms and conditions. The DA put up the file on 12.1.09 mentioning the provision of rules not permitting in 27(1) of OSB service rules 2001 says that an employee can be re-employed after the age of 60 years maximum for two years and it can be for one year basis for two times. In case Dr. Kanak Mishra, this has been done and the term is going to be expired on 29.2.2009. In the mean time a Working Committee meeting was held on 19.1.2009, in which the matter was not placed for a final decision. Subsequently, the office moved on 26.2.2009 and obtained the orders of Chairman, Working Committee on 27.2.2009 allowing her continuity till the matter is placed in the Working Committee without fixation of any salary. The Director in his letter No. 2308 dt. 27.3.2009 sought for orders of the office regarding the fixation of her remuneration. Then the office issued a letter to the Director, CRBB, Cuttack vide letter No. 502/RC dt. 18.04.2009 and stated that in pursuance of order No. 20245/1Med-IX-11-21/05 dt. 7.8.2007 of H& F.W Deptt of Govt. of Orissa, Rs. 10,000/- (Ten Thousand) only may be paid as monthly remuneration to Dr. (Mrs.) Kanak Mishra, Senior Medical Officer till a final decision taken by the next Working Committee.

The Working Committee may kindly consider the case and decide for continuance of Dr. (Mrs.) Kanak Mishra beyond 1.3.2009 in violation of IRCS- Orissa State Branch rules (2001).

Item No. 20: Ratification of the proceedings of the meeting of the Managing Committee of the SAHAYA, Cuttack held on 21.3.2009

A copy of the proceedings of the meeting of the managing Committee of the SAHAYA, Cuttack held on 21.5.2009 is enclosed at Annexure-XIV. The decisions taken by the managing Committee may kindly be ratified by the Working Committee except item No. 7 as the said item may kindly again placed before the Managing Committee, Sahaya on the objection of the Director, Central Red Cross Blood Bank, Cuttack.

Item No. 21: Proposal for Strengthening Health and Care Cell in IRCS, Orissa State Branch.

The Health Care component is a core component of Indian Red Cross Society, Orissa State Branch which includes management of Central Red Cross Blood Bank, Cuttack, management of five Red Cross Dispensaries, Hospital for women and Children, Berhampur, Blood grouping, Hb test for women, blood donation, community health and hygiene activities, emergency 24x7 ambulance services, services to sickle cell and thalassaemia persons, support to physically and specially challenged persons and health camps in inaccessible areas etc.

During the current year Indian system of medicines (Aurveda, Homeopathy, Unnani and Siddha) and Yoga will be introduced.

CSR funds will be mobilized for expanding the existing health activities.

Health and Care unit mostly operates by the doctors volunteers. There is only one Programme Officer (H) at present who is managing specifically blood-grouping services i.e three days in a week. He is getting an amount of Rs. 3000/- as conveyance allowance. In consideration to the expansion of work and scope of services there is a felt need to strengthen the existing Health Cell in the line of Disaster Management Cell of IRCS, OSB along with infrastructure and minimum human resources. Initially a full time Programme Officer along with support staff may be appointed subject to the availability of funds.

The Working Committee may kindly approve the proposal in principle and authorize the Honorary Secretary to request the Health and Family Welfare Department, Govt of Orissa to keep provision for enhancement of the grant-in-aid in their supplementary budget 2009-2010. On recommendation of the Working Committee the proposal will be put before the next Sub Committee for a final decision regarding the engagement of required personnel and to consider financial implications etc in due course.

Item No. 22: Maintenance of 5 Red Cross Dispensaries.

Under the flood relief expansion programme, the IRCS, National Headquarters, New Delhi allotted five Dispensaries to IRCS, Orissa State Branch to set up the same in chronically flood & cyclone prone remote areas of the State in the year 1979. The condition of the scheme was, "the National Headquarters will support towards cost of construction of building and staff quarters, provision for equipments, medicines & staff salaries etc. for two years". After two years, either the State Branch of the IRCS, or the State Branch in support of Govt. grant will manage these dispensaries onwards.

Accordingly the IRCS, Orissa State Branch made correspondence with the Health Department of Govt. of Orissa and after being agreed by Govt. (H& F.W. Deptt) in shape of GO No. 41546/H dt. 12.12.79, to bear the entire cost of management of five Red Cross Dispensaries onwards from the date of completion of two years, the IRCS, Orissa State Branch accepted the scheme & set up following dispensaries in the areas as selected by Govt. of Orissa in the year 1980.

Sl. No	Name of the Dispensaries	Block	District
01	Tikarapanga	Mahakalpara	Kendrapara
02	Asan	Astarang	Puri
03	Panchutikiri	Chandbali	Bhadrak
04	Palasmundali	Morada	Mayurbhanj
05	Aligaon	Similiguda	Koraput

At that time these dispensaries were set up where there was no Govt. Dispensaries within ten kilometers radius of the localities. The staff members were also recruited as per the staffing patron duly approved by the Director of Health Services, Orissa.

On completion of two years, as per the commitment of Govt., H& F.W Deptt provided grant-in-aid for the management of these dispensaries. But due to increase in staff salaries, & cost of medicines etc, the grant sanctioned by Govt. was inadequate.

For effective supervision and management of these dispensaries professionally a decision was taken in the Executive Committee of the IRCS, Orissa State Branch dt. 25.8.2002 to transfer the dispensaries to the respective District Red Cross Branches on the following conditions.

- These Red Cross Dispensaries would function as part and parcel of the activities of the concerned District Branches and would be managed and maintained by them.
- The entire staff of the Dispensary would stand transferred to the District Branch concerned who will exercise full administrative control over them. For this purpose a fresh appointment order would have to be issued by the District branch in favour of each employee in position from the date of transfer. This should ensure their continuity of service, present service condition, emoluments etc. as per the service rules and would not adversely affected the employees concerned.
- The State Branch will pay Rs. 1.58 lakhs per annum towards the maintenance of their Dispensaries and if any additional amount is sanctioned by the Govt. the same would also be passed on to them.
- The State Branch shall undertake any development activities in respect of these Dispensaries wherever possible.
- The District Branch will constitute a Managing Committee in respect of these Dispensaries and will send an annual report along with audited statement of accounts in respect of these Dispensaries to the IRCS-OSB.
- The District Branch may bring to the notice of the State Branch any problem relating to these Dispensaries for assistance or solution.

Further the said Ex-Committee held on 31.5.2003 decided that

- (a) Each District Branch will prepare an annual budget for the salary of the staff of the Dispensary and intimate to the State Branch.
- (b) The State Branch will share the annual grant of Rs.7 lakhs received from State Government with the five District Branches @ Rs. 1,40,000/- each. The amount required in excess of the grant would be shared as follows:-
 - 1) In the first year i.e., 2003-04, 25% of the excess amount over and above the share of annual grant would be borne by the district branch and 75% by the State Branch.
 - 2) In the second year i.e., 2004-05 50% of the excess amount required will be borne by the District Branch and 50% by the State Branch.
 - 3) In the third year i.e., 2005-06 75% of the excess amount required will be borne by the District Branch and 25% by the State Branch.
 - 4) In the fourth year i.e., 2006-07, the District Branch will bear the entire excess expenditure beyond the grant amount.
 - 5) Other expenses on account of the maintenance of the dispensaries would be borne by the District Branch in full. Accordingly, both grant-in-aid as well as the portion of the additional requirement for salary of staff of the 5 dispensaries were released to all the five District Branches for the three years commencing from 2003-04.

Accordingly the IRCS, Orissa State Branch apportioned the grant received from Govt. among the concerned District Red Cross Branches for management of these Dispensaries.

Due to want of funds and effective local management the staff of these dispensaries are not getting their salaries in time. They are at present drawing 17% D.A on the existing scale of District Branches are adopting and paying salary different/slabs of DA for which the IRCS, Orissa State Branch is still paying for Professional Tax and LIC premium. The employees of Tikarpanga Dispensary have filed a case against the Orissa State Branch instead of the respective District Branch.

The District Red Cross Branches are also not paying the EPF contribution and LIC premium of the staff for which the Staff Branch of IRCS is regularly paying the same. The District Red Cross Branches are also not submitting utilization certificates in support of grant released in their favour for management of the Dispensaries.

At present Govt. is giving Rs. 10 lakhs as grant in aid against the actual need of Rs. 41,90,824/- per annum.

Rs 42,00,000/-

Since the IRCS, Orissa State Branch has no funds to take over the management of these Dispensaries and the IRCS, Orissa State Branch has accepted the scheme on the basis of commitment of Govt. to bear the entire management cost of these dispensaries onwards from the date of completion of two years from its establishment, the Working Committee may take a decision to request the Govt. (H&F.W Deptt.) either to take over the management of these dispensaries along with the existing land, building, equipments & staff or to enhance the additional requirement in shape of grant in aid in favour of the IRCS, Orissa State Branch for smooth management of the Dispensaries from the current financial year 2009-10.

Item No. 23: Promotion of Community health in rural areas of Ranapur in Nayagarh district, Orissa with support of Spanish Red Cross.

The aim of this current proposal is to provide water and sanitation facilities, awareness and knowledge on water sanitation related to health of the community, specifically to mothers, Traditional Birth attendants, children, teachers and other stakeholders like volunteers, Community Health facilitators of 53 Communities and 46 rural schools in Ranapur Block, Nayagarh District.

Activities will be undertaken to sensitize on various existing and prospective government schemes on tube well maintenance. The project will increase the community capacities on diarrhoea, cholera, malaria, different common parasites and water, sanitation and hygiene related health. The project will promote healthy habits as well as also provide them water sanitation facilities like conversion of open well to sanitary well and construction or rehabilitation of school toilets along with hand washing facilities to improve their community illness status.

In addition to provision of facilities the other main activities will be implementing multi strategic hygiene awareness campaigns like cultural shows, wall paintings and developing and distributing printing materials as well as capacity building activities like training programmes to community leaders, teachers, and other stakeholders. Considering future sustainability of the project the government, PRIs and District and State Red Cross will be sensitised. Red Cross Volunteers, WATSAN volunteers and Community Health Facilitators will be identified selected from project villages and trained to plan implement and sustain the

project benefits. Through this campaign it is expected that the target beneficiaries will improve their standards in community health.

This is a two years project starting from 15 of July 09 to 15th of June 11. Spanish Red Cross has agreed to support this project. 9 numbers of staffs will be hired on contractual basis to implement the project.

The broad budget heads and agreed amounts with Spanish Red Cross

Budget Head	Amount in INR
Construction work	4045000.00
Office Equipment	98000.00
Local staff	3469260.00
Travel and accommodation	1614000.00
Awareness and capacity building	4520876.00
Evaluation and external audit	142000.00
Administrative cost (IRCS/NHQ)	416674.00
TOTAL COST	14305810.00

This is placed before the Working Committee for favour of information and approval.

Item No. 24: Post Facto approval of Red Cross- UNICEF Partnership Programme on "Strengthening Emergency Response in hygiene and Sanitation and accelerating school hygiene in Orissa"

The Red Cross-UNICEF partnership on WATSAN started during flood response 2008 when IRCS-OSB deployed its volunteers in five districts namely Jajapur, Jagatsinghpur, Cuttack, Puri and Kendrapada. Looking at the successful implementation of the program, UNICEF proposed to further the partnership in the year 2009 for implementation of WATSAN Programme during Emergency in 4 coastal disaster prone districts namely Balasore, Jajpur, Jagatsinghpur, Kendrapada and the School Sanitation and Hygiene Education (SSHE) in Mayurbhanj District.

To expedite the implementation of the programme the then Chairman, Working Committee of the Indian Red Cross Society, Orissa State Branch has kindly approved the proposal and authorized Honorary Secretary of the IRCS-Orissa State Branch to sign the agreement with UNICEF for commencement of the programme.

The objective of the partnership programme is to strengthen coordination of sanitation & hygiene promotion and dissemination of key messages during & post emergency. The duration of the project is planned from 20th February to 31st December, 2009. As discussed with UNICEF the funding support for the activities like; training of volunteers, video shows for RWSS employees and Self Employed Mechanics, indemnity for volunteers if deployed during emergency, District level Coordination Meetings, capacity building of monitoring team visibility for the team members, mobility and communication cost for 3 volunteers, monitoring and mobility cost for State level team of Rs. 10,84,000/- (Rupees ten lakh eighty four thousand) only shall be borne by UNICEF as against the Action Plan budget of Rs. 12,18,000/- (Annexure-XV). The rest amount of Rs. 1,34,000/- (Rupees one lakh thirty four thousand) only will be borne by the Orissa State Branch of IRCS from its own resources, which has been provided in the budget provision during the year 2009-10.

The same is placed before the Working Committee to accord post facto approval.

Item No. 25: Introduction of Risk cover benefit in favour of the Red Cross employees and its allied organization.

The Orissa State Branch has gained vast experience in disaster relief and response work since 1971 devastating cyclone to 2008 super flood in Orissa. During accidents like fire, road accident, communal riots emergency health care services such as ambulance, first-aid services have also become a mandate for Red Cross. The staff members while discharging their duties in emergencies are expand to risks. State Branch is not in a position to provide any major risk & accidental coverage for the benefits to the employees and to ensure the security of their dependants. It is proposed to cover them under the "Nagarika Surakhya Policy" of Oriental Insurance Corporation Ltd. It is proposed that a token yearly premium @ Rs.79/- for each staff may be borne by the IRCS, OSB as a matter of staff benefit and if approved then OSB has to bear total cost of Rs. 9,480/- per annum (79 x 120 nos of staff) in this regard.

About the Policy - This policy compensate the insured against accidental death, permanent total disablement, permanent partial disablement and also reimburse expenses incurred by the insured for treatment at any Hospital /Nursing Home following accident.

Salient Features-

Coverage – For a total amount of Rs 1 Lac, a compensation for injuries due to accident to the extent of Rs.80, 000/- and /or reimbursement of expenses incurred at hospital due to accident, not exceeding Rs.20, 000/-

Type of Policy –Individual including Family Package Policy and Group Policy. (The OSB will include all individual staff under individual policy)

Sum to be Insured –Minimum sum Rs.one Lac –maximum Rs.Five Laces

Premium –Minimum Premium Rs. 79/-p for one-year policy of Rs.1Lac.

Policy Period – Individual policies ranging between one year to four years.

Eligibility – Any Citizen of India in the age group 18 years to 70 years.

Payment of Claim – In Indian Currency only.

The concerned staff on making his/her own contribution for premium may opt for higher risk cover for self or other members of his/her family.

The Working Committee may consider the said proposal and accord necessary approval to place the same before the Committee constituted by the Executive Committee under rule 7.

Item No. 26: The Personal Appraisal of Sri Subash Chandra Panda, Care Taker cum Accountant

The Personal Appraisal of Sri Subash Chandra Panda, Care Taker cum Accountant was made after attaining the age of 58, with positive recommendation of reporting officers and Honorary Secretary. Sri Panda will superannuate at the age of 60 years. This is for the information of the members.

Item No. 27: Appointment of Chartered Accountant for Audit of Accounts of the Indian Red Cross Society, Orissa State Branch, Bhubaneswar for the year 2008-09.

As per provisions of Rule, 26 of the Indian Red Cross Society, Orissa State Branch Rules, 1990, in the first meeting of the Executive Committee after the Annual Meeting, one or more Auditors who should be Chartered Accountant shall be appointed for the year. The financial year 2008-09 has been completed. Audit of the Accounts for the year 2008-09 has become

due with effect from 01.04.2009. M/s. SRB & Associates, Chartered Accountants have been auditing the accounts of the Indian Red Cross Society, Orissa State Branch from year to year on a very nominal fee. The nominal fee was raised to Rs. 5000/- from 2005-06. IRCS-OSB has given the audit for the year 2008-09 to the same firm on existing terms and conditions.

The Working Committee may kindly consider and give post facto approval for the same.

Item No. 28: Application for grant of Registration under section 12A of the Income Tax Act, 1961 in the case of the Trust/ Society/ Association/ Institution.

The Indian Red Cross Society, Orissa State Branch was formed in 1936, with the formation of the new province of Orissa, under the provisions of Sec 8 of the Indian Red Cross Society Act, 1920. (Act XV of 1920).

The Indian Red Cross Society, New Delhi is registered u/s 12A of the Income Tax Act, 1961 vide order No. AIT(E)-750-99-19 dt. 29.06.2000. The Indian Red Cross Society, Orissa State Branch is also availing this facility on the strength of aforesaid registration. As instructed by the NHQ the Indian Red Cross Society, Orissa State Branch has also made an application for such registration separately to the Office of Asst. Comm. of Income Tax, Range-II, Bhubaneswar in the year 2006-07 and 2007-08. The Annual tax has been filed for the year 2005-06 to 2007-08.

The former Honorary Secretary (Sri R. Das) had authorized Mr. P.K. Jesthi, Advocate, Raja Bagicha, Cuttack for handing Income Tax matters and for filing the annual returns from time to time. Till now he has taken Rs. 12,000 towards his professional fees with legal expenses. The Asst. Commissioner, Income Tax Range No.-2 has assessed u/s 144 of I.T. Act. 1961 on total income of the OSB to the tune of Rs. 20,88,520/- and calculated of Rs. 8,60,340/- as Income Tax for the financial year 2005-06 and the assessment year 2006-07.

As regards accounts of IRCS, OSB for the financial year 2006-07 and 2007-08 has already verified by the Income Tax, Authority Bhubaneswar. In the mean time Indian Red Cross Society, Orissa State Branch moved to the Commissioner, Income Tax, Bhubaneswar and the 12AA(2) has been granted w.e.f 1.4.2008.

The Working Committee may kindly accord post-facto approval for appointment of Tax Lawyer advocate Sri P. Jesthi, Raja Bagicha, Cuttack to deal with Income Tax matters and authorize the Honorary Secretary to take appropriate action to obtain U/S 80G and U/S 11 of the Income Tax Act 1961 by appointing tax legal consultant to persue the same

Item No. 29: Disposal of 10 bikes of the Indian Red Cross Society, Orissa State Branch, Bhubaneswar.

9 motor bikes have already been disposed off out of 10 motor bikes as per the decision of the Working Committee meeting held on 16.09.08 to observe the necessary formalities. It was found that the highest bidder quoting the rates mentioned against each motor bike as detailed below exceed the offset price mentioned against each bike.

Name of the bidder	Bike Nos.	Offset price quoted by MVI	Rate quoted by the bidder
Sujit Ku Parida (Sl. 10)	OR-02-Y 9493	8000	8,100
	OR-02-Y 9498	8000	8,100
	OR-02-AD 3263	10,000	10,100

	OR-02-AD 9497	7,000	7,100
	OR-02-AG-8733	20,000	15,500
	OR-02-AD 3256	10,000	10,100
Prakash Ch Pradhan (Sl. 8)	OR-02-AD 3253	8000	8250
	OR-02-AD-3259	8000	8450
Upendra Mallick (Sl. 7)	OR-02-Y-9319	5000	6500
Bichitrananda Khuntia (Sl. 16)	OR-02-AD-3260	2,000	3,300

In respect of one motor bike i.e. OR-02AG 8733 the offset price quoted by the MVI is fixed at Rs. 20,000/- and as against the 12 bidders have quoted various rates and amongst them Sri Sujit Kumar Parida Sl. No. 10 of the comparative statement have quoted the Rs. 15,500/-

Therefore except Vehicle No. OR-02 AG-8733, other vehicles may be disposed as per the procedure.

As per the decision of the Sub Committee meeting held on 18.03.09 we have already negotiate with the intending bidder Sri Sujit Ku Parida to reach at least the offset price fixed by MVI in respect of motor bike bearing Regd. No. OR-02AG 8733. He does not agree and other bidders not willing to take the vehicle which rate quoted by the MVI.

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.

The Working Committee may kindly consider the matter and to authorize the Honorary Secretary to dispose the motorbike bearing Regd. No. OR-02AG 8733 on the basis of rate quoted by the bidder or any other manner deemed fit.

Item No. 30: Any other matter with the permission of the Chair.