



Indian Red Cross Society, Odisha State Branch

Meeting of the Working Committee

Place: Red Cross Bhavan
11.00 A.M.

Date: 10th August 2018 (Friday)

Time:

AGENDA ITEMS

- ❖ Welcome to Hon'ble Minister, Health & F.W, Law, Govt. of Odisha and Chairman Working Committee IRCS-OSB, & esteemed members of the Working Committee, IRCS-OSB by the Honorary Secretary.
- ❖ Brief Presentation of the activities of IRCS-OSB conducted since last W.C meeting dated 29/12/2017 by the Honorary Joint Secretary.
- With the permission of the Chair, now I would request member's to have a look at the brief presentation of the activities of the Branch and its allied units for the period from December 2017 to July 2018.

Item No. 01 : Confirmation of the proceedings of the last W.C meeting held on 29.12.2017.

The proceedings of the last Working Committee meeting held on 29th December 2018 were provided to all the members of the Committee vide office letter no: 104/RC dated 29th January 2018. No such comments or suggestions on the above proceeding have been received from any of the members. Hence the proceeding may be confirmed.

Item No. 02 : Review of the Action Taken Report on the proceeding of the Last Working Committee meeting held on 29.12.2017.

✓ 271 (27)

The action taken report on the proceedings of the last Working Committee meeting held on 29.12.2017 is enclosed at **Annexure-I** (Page 01 to 04). The Committee may kindly review the action taken report on the decisions of the last meeting.

Item No. 03 : Ratification of the proceedings of Finance Standing Committee.

The last meeting of the Finance Standing Committee was held on 06th June 2018 under the Chairmanship of Executive Committee & Working Committee member, CA B.K.Sahoo. The Committee discussed the placed agendas in details including the;

- i) Actual receipts and payments for 2017-2018 & budget estimate for 2018-2019 of IRCS-OSB, DPTC.
- ii) Merger of four non operative accounts with main accounts of IRCS-OSB.
- iii) Sanction of additional 6% DA dose in favor of the employees in time scale of pay was referred to the AFA H & FW & the Finance Department before being finalized.

The proceedings of the Finance standing Committee meeting of the IRCS-OSB is now placed before the Working Committee for their kind consideration and ratification vide **Annexure-II** (Page 05 to 29).

Item No. 04: Ratification of the two proceedings of the Maintenance Management Unit (MGB)

held on 01.09.2017 & 13.06.2018.

The Working Committee on its meeting dated 05.01.2017 vide Item No: II was of the opinion, that MGB is empowered to take decisions of its own and only those decisions which are of financial implication on IRCS-OSB needs to be placed before it through the Finance Standing Committee. However considering the process of final adaptation in the future Executive Committee, the MGB has proposed the adoption of its proceedings in the Working Committee. The first MGB Proceeding was already adopted in the Working Committee on its meeting held on 05th January 2017. So the last two proceedings of the Maintenance Management Unit (MGB), which were held on 01.09.2017 & 13.06.2018 are now placed before the Working Committee for their kind

✓270 (270)

consideration and ratification vide **Annexure -III** (Page 30 to Pg. 34) & **Annexure -IV** (Page 35 to Page 39).

Item No. 05 : Ratification of the Managing Committee proceedings of SAHAYA.

The proceedings of the Managing Committee meeting of the "SAHAYA", Cuttack which was held on 19.04.2018 is now placed before the Working Committee for their kind consideration and ratification vide **Annexure- V** (Page 40 to Page 41) with request to enhance the grant from Rs. 1.00 lakhs to Rs. 3.00 lakhs which may be approved.

Item No.06 : Ratification of the proceedings of the Managing Committee of CRCBB, Cuttack.

The proceedings of the Managing Committee meeting of the Central Red Cross Blood Bank, Cuttack which was held on 27.12.2017 & is now placed before the Working Committee for their kind consideration and ratification vide **Annexure -VI** (Pg. 42 to Pg. 48) & **Annexure -VII**(Pg.49 to Pg. 61).

Item No. 07 : Appointment of Auditors for audit of accounts of IRCS-OSB and its allied units for the Financial year 2018-19.

M/S SRB Associates, Chartered Accountants, Bhubaneswar who have been auditing the accounts of the IRCS-OSB and its allied units/ projects may be appointed as the Auditors for the financial year 2018-19. The Audit Fees payable to M/S SRB Associates, Chartered Accountants, Bhubaneswar may be approved as per the recommendations of the Finance Standing Committee.

Item No.08: Extension of Canteen Agreement with Satapathy Caterings.

The present canteen agreement with Ms Satapathy Caterings will expire on February 2019. Considering the quality of services provided by the caterer who is been engaged with DPTC since 2002, it is now proposed to extend the contract agreement with Ms Satapathy Catering for another three years after the expiry of the present contract with same terms and conditions, which is prevailing now.

Item No.09: Construction of Warehouse-cum-Resource Centre inside the Red Cross Building.

In order to meet the future financial and space requirements of the branch, it has been approved in principle by the Working Committee to build a Warehouse cum Resource Centre in the place of existing ware house space of around 6000 sq. mt. earlier it was presumed that the cost of the building will be in tune of Rs. 10.00 crores @ Rs. 16,670 /- per square meter of construction. However after detailed consultation with the Executive Engineer of construction division IV of the Works department few changes are emerging like;

- a. The high rise building cannot accommodate the proposed warehouse in its basement owing to fire safety norms, which now necessitates for a separate building for the warehouse.
- b. The Building cost will be limited to Rs. 15.0 crores maximum with a built up area of around 6500 sq. ft of each floor of minimum of 8 floors with foundations for 12 floors and one basement for parking purpose.
- c. Initially three to four floors will be completed with all respect and the outer section electrical ducting, firefighting, piping and all such work mandated as per the BDA requirement will be taken up. Final finishing work of the fifth floor and above will only take place after the renting parties are finalized.
- d. It was decided in the Finance Standing Committee meeting to meet the required differential budgetary need by way of getting specific grant from different sources and through housing loan from scheduled banks, as per approval of the Working Committee.
- e. The Present warehouse will be renovated and extended as per requirement in the present place after demolition for the new high rise building.

Item No.10 : Nomination of new member to the Finance Standing Committee.

Since long the Finance Standing Committee member Mr. Pitabash Biswal was not attending the meeting and expressed his unwillingness to attend the meeting as a member owing to some of his personal reason. It is now therefore proposed to replace him with Dr. Ratikanta Nanda, Retd. (Prof) Reader in Commerce & Presently engaged as Prof. in Management Science, KIIT School of Law.

Item No.11: Revision of upper age for the positions of Under Secretary, Joint Secretary & Medical Officer.

✓ 268 (268)

As per the present rule the maximum age for employment of the Under Secretary and Joint Secretary is 62 years and for the Medical Officer 65 years. However in the State government is keeping the retired employees till the age of 65 for the nontechnical positions after their retirement. Considering the same; the following proposal is placed before the Working Committee for suitable decision.

- a. The upper age of service for the post of Under Secretary and the Joint Secretary may be revised from 62 years to 65 years.
- b. The upper age of service for the post of Medical Officer may be revised from 65 years to 70 years.

Item No.12 : Revision of consolidated pay for the Medical officer and the Senior Medical Officer

from Rs. 40,000/- to Rs, 45,000/- and Rs. 47,000/- per month and revision of earlier sanctioned annual increment of contractual employees of IRCS-OSB and its allied units.

As per the decisions of the last Working Committee on its meeting held on 29th December 2017 the consolidated pay of the Medical Officer and the Senior Medical Officer has been revised to Rs. 40,000/- per month however considering the price offered of Rs. 55,000/- for the retired doctors by government the response for our requirement is very poor, so the present consolidated pay may be revised from Rs. 40,000/- to Rs, 45,000/- and Rs. 47,000/- per month respectively for the Medical Officer & the Senior Medical Officer respectively.

Item No.12 : Revision of annual increment slab of contractual employees of IRCS-OSB and all its allied units / projects

As per the approval of the Working Committee meeting on 27th December 2017 All Contractual employees of IRCS-OSB and its allied units drawing consolidated pay are eligible for 10% annual increment since April 2017. However considering the disparity in the increase for all, it is now proposed to sanction the enhancement as follows;

- 1267 (167)
1. 10 % (Ten) annual increment only for Contractual Employees drawing less than equals to Rs. 20,000/- per month.
 2. 8 % (Eight) annual increment for Contractual Employees drawing more than Rs. 20,000/- and less than equals to Rs. 30,000/- per month.
 3. 6% (Six) annual increment for Contractual Employees drawing more than Rs. 30,000/- per month and less than equals to Rs. 50,000/- per month.
 4. 4% (Four) annual increment for Contractual Employees drawing more than Rs. 50,000/- per month.

The above facility may also be extended for the Family Counselling Unit of IRCS-OSB and the financial implication may be borne out of the resources of IRCS –OSB's own contribution. All those employees (any category) engaged with IRCS-OSB or with any of its allied Units getting pensionary benefits will not be entitled for above annual increments. This may kindly be approved for implementation from the month of August 2018.

Item No.13 : Extension of Medi-Claim policy to the employee of IRCS-OSB & allied Units.

As per the decisions of the last Working Committee vide Item No : 15 , the Medi claim facility will be provided to the employees (employees on time scale of pay and the Contractual) of IRCS-OSB and its allied units from last week of July 2018 with a coverage of 2.5 lakhs annually both for the employee and their spouse (only wife/ husband). It was also decided in the last meeting to discontinue the annual group accidental insurance scheme for the employees costing us around Rs. 7,500/- , however considering the tours made by the staff of the office it is proposed to continue with the accidental insurance scheme. The following criteria clarifications are now proposed before enrolling the scheme;

1. The maximum age for both the employee and the spouse would be limited to 62 years.
2. Medi-claim will be extended to the employee and their spouse (wife/ Husband)

✓ 2.2.20
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The total staff members of both the IRCS OSB and its allied Units at CRCBB, FCC, MMU, ICRC, DPTC, JAN AUSHADHI, JRC, YRC, FCC comes to 109. As per the vendor finalisation till we have identified Apollo Munich Health Insurance who have approximately quoted around 4.30 lacks for the medi claim facility for the above 109 members.

Item No.14 : Travel Allowance of Trainers / Training – Event Participants

At present the fuel allowance for the use of own two wheelers and four wheeler by the staff in the government sectors are fixed @ Rs. 3.60 and Rs. 7.00 for each kilometre of journey for official use which is also applicable in the Red Cross. However such official use is very limited in our establishment and only allowed in case of exigency, when all other means are not available.

In matters of sending the trainers to the field for imparting training many a times providing office vehicles was a constraint , and considering the time limitation as well as communication network available use of public transportation is not suitable which compels the use of use of two wheelers for reaching the site in time for delivering the training, in this context the following few proposals are placed for approval for all units to follow, where the travel allowance other than the staff is involved.

- i) If use of two wheeler use is required then prior approval of the authority is required. Each one (1) kilometre two wheeler journey (one side) will be reimbursed with Rs. 2.00/-(Rupees two only).
- ii) Bus Fare will be reimbursed as per the approval of the concerned officer in charge of the programme. S/he (Concerned programme officer) will have the final say on the fare to the place of journey, to avoid confusion.
- iii) Local Auto fare (if any) will also be reimbursed as per the approval of the concerned officer in charge of the programme. S/he (Concerned programme officer) will have the final say on the fare to the place of journey, to avoid confusion.

Item No.15: Any other matter with the permission of the Chair.

ACTION TAKEN REPORT

**On the Proceedings of the Working Committee, IRCS-OSB held on 29th
December, 2017**

Item No.	Item	Briefly Decision / Observation or suggestion made	Action Taken
Item No 21 of Action Taken		The Construction work of the high rise WeR building to be taken up by the Works Dept.	Already the work was initiated through the works dept.
		Proposal for requesting the H & FW dept to enhance the Grant in Aid from 91.60 lacs to 1.80 crores	The request letter in this regard was recently moved to the H & FW dept. Acted Upon
Agenda 15 of last WC		Adoption of disciplinary proceeding against one MR. N.R.Mishra	Acted Upon
Agenda Item No.-4.		Decisions on the proceedings of the SAHAYA Cuttack	Acted Upon and communicated.
Agenda Item No.-5		Decisions on the proceedings of the Central Red Cross Blood Bank Cuttack	Acted Upon and communicated.
Agenda Item No.-6.	Appointment of Auditors for Audit of Accounts of IRCS-OSB and its allied units for the year 2017-18.	The Working Committee approved the proposal to appoint Ms SRB Associates as Auditors for Audit of Accounts of IRCS-OSB and its allied units for the year 2017-18.	The Audit house SRB Associates were requested for doing the annual audit of the IRCS-OSB accounts for the FY 2017-18
Agenda Item No.7.	Appointment of DPIC attendant as contractual basis and Extension of hardship allowance to the staff of DPIC during Extra-hours of work.	The Working Committee approved the proposal for one contractual appointment of one attendant in DPIC and allowed the extra hardship allowance of Rs. 60/- (Rupees sixty only/-) for extra hour work during the evening slots.	Hardship allowance has already been given vide Office Order No.-132/RC, dated/ 22.2018

Agenda Item No.8.	Regularization of Contractual employees as per Executive Committee decision.	The Working Committee decided that, a Sub-Committee may be formed by the Honorary Secretary, and the matter related to the issue be discussed with a detailed report, before taking appropriate decision.	Action already been taken and 12 employees have already been regularized.
Item No.-9.	Support for construction of Red Cross Bhawan, Puri at Chandan Hajuri Pediatric Hospital Campus, Puri.	The Working Committee approved the proposal for granting permission to DRCB Puri for construction of one Red Cross Bhawan, at available backside space of the presently located Chandan Hazuri hospital. It also approved the proposed one time grant in aid of Rs. 15.00 lacks to the branch for the construction of the structure with following conditions; a. Availability of original land documents in name of IRCS-OSB to IRCS-OSB b. Approved plan from PKDA in this respect c. Clearance of DRCB's State share till 2016-17.	The decision was already communicated to DRCB Puri vide Office Letter No.- 186/RC, dated/24.2.2018
Agenda Item No.10:	Construction of Warehouse-cum-Resource Centre inside the Red Cross Building.	The proposal was discussed in detailed and it was decided to do the construction work of this multi-storey building through the Works Department of Government through deposit basis. It was also decided to write to the Finance Department through the Health & F.W department for one time Grant in Aid of Rs. 2.00 crores for the purpose stating detailed requirement. It was also approved to write to other two nodal departments like Higher and Mass education for additional Grant in aid of Rs. 50.00 lacks each.	Under process
Agenda Item No.11:	Providing roof top over the existing Red Cross Bhawan -	The Working Committee approved the proposal of covering the existing path way connecting Red Cross Bhawan &	Was kept in abeyance owing to construction

	DPTC pathway.	DPTC building with tubular truss, purling & cover with profile sheet including painting of Iron with approximate estimated cost of Rs. 5.00 lacks, out of the IRCS-OSB budget.	requirements of new Warehouse
Item No.12:	Repair and Renovation of existing IRCS-OSB quarters & Garages.	The Working Committee approved the proposal for renovation of the existing damaged quarters involving cost of Rs. 6.00 lacks out of the DPTC funds for use as additional canteen spaces for official use in IRCs-OSB.	Was kept in abeyance owing to construction requirements of new Warehouse
Item No.14:	Amendment of Clause 28(a) of IRCS-OSB (R & CS) Rules, 2001.	The Committee approved the proposal as a policy matter, for revising the date of sanction of revised gratuity from the date of the judgement/order passed by the Learned Controlling Authority Under Payment of Gratuity Act-Cum-Assistant Labour Commissioner, Cuttack in P.G. Case No. 23 of 2009, i.e. the date of judgment /order dated 29.11.2010, in light of the decision made by the Hon'ble High Court in W.P. (c) No. 6890 of 2012. Hence it is decided to pay the revised gratuity as per the Payment of Gratuity Act, 1972 to the employees with effect from 29.11.2010.	Implemented
Item No.15:	Extension of Medi-Claim policy to the employee of IRCS-OSB & allied Units .	The Working Committee adopted the proposal approved in the Finance Standing Committee for extending the medi-claim policy to all the employees of IRCS-OSB and its allied units serving as regular and contractual category. The coverage is limited to Rs. 2.5 lacks per annum covering both the employees and their spouse. This will cease all present benefits provided like monthly medical allowance and cover under Nagarika Surakshya	Under process

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		Yojana. The policy will be covered under group medi-claim policy to be managed at IRCS-OSB. The financial implication in this respect will be borne by each unit for the employees engaged by them. This will be implemented w.e.f 1 st April 2018.	
Item: Any Other matter		Enhancement of daily remuneration of part time lab technician	Acted upon
		Opening of free legal aid	Process is ongoing
		Up gradation electrical wiring	Process is ongoing
		Disposal of old vehicles	Completed with collection of Rs. 3,68,139/-
		Conversion of 89 days contract to 01 year contract	Acted upon
		Promotion of Jr. Acct. to Accountant after accounts training	Acted Upon

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ANNEXURE-I

**Proceeding of Finance Standing committee of Indian Red Cross Society
Odisha State Branch held on 06-06-2018 at 4:00 pm at IRCS OSB (DPTC), Bhubaneswar**

Members present:

1. Shri Bijay Kumar Sahoo, Chartered Accountant-Chairman
2. Shri Jagadish Chandra Buxipatra– Member
3. Shri Kailash Chandra Parija – Member
4. Shri Priyadarshi Mishra – Member
5. Dr.Binayak Prasad Prusty, Hon.Secy, IRCS-OSB –Member-convenor.
6. Maj.Dr.Kalpana Das, Hon.Secy.IRCS-OSB– Special Invitee

The meeting of the Finance Standing Committee of Indian Red Cross Society, Odisha State Branch was held on dt. 06th June 2018 at 4.00 P.M at the DPTC Conference Hall of IRCS OSB. The Honorary Secretary, IRCS-OSB extended warm welcome to the Chairman and esteemed members of the Committee. He requested the Chairman to conduct the meeting as per the agenda. Thereafter the Agenda Items were taken up for discussion and consideration.

- **Item no.1a: The actions taken on decision of last Financial Standing committee** held on 08-11-2017 were noted by the committee. The committee was of the view that the accounts of all the District Red Cross Branches should be regularly audited. The State branch should write to all the DRCBs to submit audited statement of their branches at least from 2010 to 2018 to IRCS-OSB to ascertain the authenticity of the share remittances and utilization modalities.
- **Item no.1b: Consideration & approval of Revised budget (Actual) for the year 17-18 & Draft Budget estimate for the year 2018-19 in respect of IRCS-OSB & DPTC.**
 - Revised Budget for the year 17-18 & Draft Budget estimate for the year 2018-19 in respect of IRCS-OSB & DPTC were placed before the committee and the committee was of opinion to realign the budget in the suggested format as directed by the chairman, FSC before being approved by the committee.
 - In this connection the realigned Revised Budget 17-18 & Draft Budget estimate 2018-19 of IRCS-OSB & DPTC is placed with this proceedings for approval of the chairman.

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- o The Budget of CRCBB, Cuttack couldn't be placed in FSC due to ongoing-restructuring of the Managing Committee, CRCBB, Cuttack. The same, after approval of the MC, will be placed before the Chairman, FSC before placement at Working Committee.

- **Item no.2: Merging of the different non-operative accounts of the IRCS-OSB.**

- o At present IRCS-OSB is maintaining funds / activities under 7 different broad heads. However following 4 heads are mostly non operative / non- functional without any regular activities except only getting separate bank generated interest. The main objective is to avoid separate books of accounts & audit of these inoperative accounts. After scrutiny of the audited reports of the below mentioned accounts it is approved to merge these accounts into the main IRCS-OSB account with appropriate Head of accounts in the main OSB account.

- Red Cross Corpus fund
- Red Cross Dispensary.
- Flood Relief Expansion Plan Dispensary Corpus fund.
- Disaster Management Fund.

- **Item no.3: Consideration & approval for enhancement of the Audit fees chargeable by Ms SRB & Associates for the FY 2018-19.**

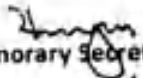
- o Ms SRB & Associates is doing the audit of the IRCS-OSB and its allied unit's accounts since long with a very nominal fee of Rs. 32,300. However now they have proposed an enhancement of these nominal fee to Rs. 56,500/-. The committee after discussion agreed to recommend the enhancement of the audit fees of the following units as follows

i.	Disaster Management unit	Rs.5000/-
ii.	DPTC Unit	Rs.15,000/-
iii.	Family Counseling Centre	Rs.1500/-
iv.	Indian Red Cross Society (Main account)	Rs.10,000/-
v.	Jana Ausadhi Store	<u>Rs.5000/-</u>
	Total:	<u>Rs.36500/-</u>

- **Item no.4: Sanction of one dose of DA in favour of regular employees of IRCS-OSB & its allied units.**
 - The committee was of view giving the additional does of DA in the light of DA declared by Govt.of Odisha @6% for making it from 119% to 125% in favour of employees of IRCS-OSB & its allied units out of their respective budget & resources, which is approved. However before implementation, the same may be placed before the A.F.A of H&FW & Finance Dept. before final approval by Working Committee.

- **Item no.5: Provision of funds for construction of Warehouse cum Resource Centre.**
 - The Finance Standing Committee agreed for separate building for warehouse as per the building code. It was of the opinion that the earlier allocation of Rs.6.16crore which is 50% of the total Fixed deposits, should not be increased. However, the required differential amount for building construction may be availed as loan from nationalized banks which will be paid back out of the income generated from its rent.

- **Item No: 6: Extending medi-claim facilities to the employees of IRCS-OSB & its allied Units:**
 - The committee agreed in principle for medi-claim benefits to the staff of Redross & its allied units for employees and their spouses with Rs.2.5 lakh coverage with a floater.
 - It is also of the view to collect offers from both private sector & govt sector insurance companies before finalizing the policy. The financial implications in this regard will be met out of respective unit budget and resources.


Honorary Secretary
18/6/18


Chairman, Finance Standing Committee
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INDIAN RED CROSS SOCIETY, ODISHA STATE BRANCH, BHUBANESWAR
Revised Budget(Actual) for the year 2017-18 & Budget Estimate (B.E.) for the year 2018-19

ABSTRACT OF RECEIPTS

Sl. No	Budget Head	Budget Estimate for the year 2017-18	Revised Budget for the year 2017-18	% of actual 2017-18 to BE 2017-18	Income relating to the Year 2017 18, to be received in 2018-19	Budget Estimate for the year 2018-19
1	2	3	4	5		6
Part - I	Income from Accrued Interest	6,558,000	6,993,540	106.64		8,388,000
Part - II	Income from Rent of Building Space	6,500,000	5,141,812	79.10		6,500,000
Part - III	(a) State Share from District Branches	8,200,000	10,402,152	126.86		10,000,000
Part - III	(B) Contribution received from the District Branches towards Disaster Management Fund @ Rs. 5000/- p.a. per district	160,000	45,000	28.13		150,000
Part - III	© State Branch Collection					
	1 Membership Subscription	700,000	246,620	35.23		250,000
	2 General Donation	50,000	792,028	1,584.06		700,000
	3 Specific Donation	100,000	146,600	146.60		150,000
Part - IV	Grant-in-Aid					
	A Health & FW Deptt., Govt. of Odisha	9,160,000	9,160,000	100.00		9,160,000
	B Grant from CMRF(for Recognition of disabled persons with outstanding abilities on Odisha Day)	200,000	-	0.00		200,000
	C Grant from Ministry of Social Justice & Empowerment for SAHAYA	1,000,000	1,215,250	121.53		-
	D C.S.W.B for maintenance of FCC	288,000	355,552	123.46		259,200
	E Other sources (OSACS, OSDMA)	390,000	390,000			390,000
Part - V	IRCS National Headquarters, New Delhi & other organisations for programme allocation	11,764,820	3,981,591	33.84		7,926,556
Part - VI	Income from Services (Nirvan Vehicle & etc.)	150,000	37,242	24.83		70,000
part - VII	Miscellaneous receipts	925,000	167,200	18.08	700,000	930,000
part-VIII	Transfer of funds from DPTC	2,304,000	-	-		2,604,000
Total		48,449,820	39,074,587	80.65	700,000	47,677,756
Opening Balance(unspent fund of the previous year)		14,110,345	28,177,187	199.69		45,598,209
Grand Total		62,560,165	67,251,774	107.50	700,000	93,275,965

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INDIAN RED CROSS SOCIETY, ODISHA STATE BRANCH, BHUBANESWAR
Revised (Actual) for the year 2017-18 and Budget Estimate for the year 2018-19

RECEIPTS

1	2	3	4	5	6	
	Budget Head	Budget Estimate for the year 2017-18	Revised Budget for the year 2017-18	% of revised 2017-18 to BE 2017-18	Income relating to the Year 2017-18, to be received in 2018-19	Budget Estimate for the year 2018-19
Part-I	Income from Accrued Interest on FD & SB Accounts	6,558,000	6,993,540	106.64		8,388,000
Part-II	Income from Rent of Building Space	6,500,000	5,141,812	79.10		6,500,000
Part-III	Part-III: Income from membership Subscription, Donations & Other Collections.					
(a)	State Share from District Branches	8,200,000	10,402,152	126.86		10,000,000
(b)	Contribution from district branches towards Disaster Management Fund @Rs.5,000/- per DRCB.	150,000	45,000	30.00		150,000
(c)	Membership Subscription	700,000	246,620	35.23		250,000
(d)	General Donations	50,000	792,028	1584.06		700,000
(e)	Specific Donations	100,000	146,600	146.60		150,000
	Sub Total Part-III	9,200,000	11,632,400	126.44		11,250,000
Part-IV	Grant-in-Aid					
(a)	State Government (H & F.W. Deptt.)	9,160,000	9,160,000	100.00		9,160,000
(b)	Grant from CMRF(for Recognition of disabled persons with outstanding abilities on Odisha Day)	200,000		0.00		200,000
(c)	Maintenance of SAHAYA, Cuttack (Ministry of Social Justice and Empowerment, Govt.of India)	1,000,000	1,215,250	121.53		
(d)	Central Social Welfare Board (for Family Counselling Centre)	288,000	355,552	123.46		259,200
(e)	Grant from OSDMA (Mock Drill)	390,000	390,000	100.00		390,000
	Sub Total Part-IV	11,038,000	11,120,802	100.75		10,009,200
Part-V	IRCS National Headquarters, New Delhi & Other Organisation for programme allocation					
(a)	Support for D.M. Unit-NHQ	1,413,360	1,324,811	93.73		1,413,360
(b)	Support from NHQ for IRCS-ICRC Cooperation activities, Livelihood-proj.YABC etc.	10,329,020	2,611,900	25.29		6,490,756
(c)	Moiety Grant-NHQ	22,440	44,880	200.00		22,440
	Sub Total-V	11,764,820	3,981,591	33.84		7,926,556

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Budget Head	Budget Estimate for the year 2017-18	Revised Budget for the year 2017-18	% of revised 2017-18 to BE 2017-18	Income relating to the Year 2017-18, to be received in 2018-19	Budget Estimate for the year 2018-19
Part-VI Income from Services					
(a) Collection of Blood Grouping fees	50,000	8,660	17.32		20,000
(b) Nirvana & hearsey services	100,000	28,582	28.58		50,000
Sub Total Part -VI	150,000	37,242	24.83		70,000
Part-VII Miscellaneous Receipts					
(a) Sale of Garden Products	15,000	5,155	34.37		15,000
(b) Collection of Watch & Ward Charge, Electricity Exp. etc from other units of IRCS	810,000	65,000	8.02	700,000	815,000
(c) Unforeseen receipts(Sale of tender paper/news paper,unserviceable vehicles etc)	100,000	97,045	97.05		100,000
(d) FA training to Corporate sector (Fund raising)	-	44,000			-
Sub Total Part -VII	925,000	167,200	18.08	700,000	930,000
Part-VIII Part-VIII: Transfer of funds from DPTC	2,304,000	-			2,604,000
Part-IX Transfer of funds from DPTC (Arrear 16-17)	2,135,588	2,140,808	100.24		-
Grand Total	50,575,408	9,074,587	77.26	700,000	47,677,756

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Part-VI		A:- Health Service				
(i)	Support to District Branches for maintenance of Red Cross dispensaries etc. for 2017-18 & 2018-19	2,000,000			2,000,000	2,000,000
(ii)	Support to Dist.RC Branches (For Jaranivas, HIV Patients & Child Care)	50,000				50,000
Sub Total VI : A					2,000,000	2,050,000
B:- Health Care Activities						
(a)	Nirvana & hearsey services (maintenance of vehicle)	250,000	242,923	97.17		100,000
(b)	Fooding Allowances of Drivers of Nirvana services for extra duties	20,000	10,700	53.50	2,100.00	20,000
(c)	Blood grouping & remuneration to technician	100,000	24,300	24.30		100,000
(d)	(d) Voluntary Blood Donation cempaign (out of grant from SBTC)					
(e)	Assistance to victims of accident					
(f)	Celebration of World AIDS Day	30,000	8,689	28.96		30,000
(g)	Celebration of World Health Day	70,000	52,496	74.99		70,000
(h)	Celebration of World Blood Donor Day	100,000	37,782	37.78		100,000
(i)	Financial support for Health camps					
(j)	Public Health Awareness on Diarrhoea, Dengue, Malaria & WASH etc.	100,000				70,000
(k)	Health camp in inaccessible areas in collaboration with DRCBs	200,000	74,723	37.36		200,000
(l)	Health camp in Multi purpose cyclone shelters	50,000				50,000
(m)	Support to HIV patients for travelling to ART	150,000				100,000
Sub Total VI B		1,070,000	451,613	42.21	2,100	840,000
TOTAL VI(A)+VI(B)		3,120,000	451,613	14.47	2,002,100	2,890,000
7	Part-VII: Social Welfare Programme					
(i)	Family Counselling Center activities	358,000	260,609	72.80		380,000
(ii)	Family News Services - Tracing activities	120,000	83,894	69.91		200,000
(iii)	Social Service Camp during Rath Yatra	300,000	192,131	64.04		300,000
(iv)	Social service camp (Shiv ratree, Swachha Bharaat Abhiyan etc 1.0 lakh and Bali Yatra Rs.1.0 lakh)	150,000	33,289	22.19	81,457	200,000
Sub Total Part-VII		928,000	569,923	61.41	81,457	1,080,000
8	Part-VIII: Organisation and Branch Development					
(i)	Induction course for volunteers (Shelter volntr, DDRT, NDRT etc) & Orientation Programme	50,000				50,000
(ii)	Induction course for New Red Cross Members in 32 Dist.Branches & City Br.	50,000				
(iii)	Support to YRC activities	250,000				250,000
(iv)	Support to JRC activities	600,000				500,000
(v)	Development of State Branch/ Red Cross institutions (including Fixed asstes, furnilure building maintenance)	1,000,000	335,807	33.58		1,000,000
(v-a)	Support to DRCB Puri for construction of Red Cross Bhawan	1,500,000				1,500,000
(v-b)	Purchase of Vehicle with support from ICRC	350,000	350,000	100.00		
(vi)	District Secretaries Conference	100,000				200,000
(vii)	Capacity Building and staff development of the state Branch, IRCS OSB	50,000				50,000
(viii)	Celebration of World Red Cross Day & other important days	200,000	112,746	56.37	15,000	220,000
(ix)	Dist. Co.Ordination Meeting	50,000				50,000
(x)	ICRC-IRCS Co-operation Activities & Liveli-hood prog.NHQ Support)	10,329,020	2,735,995	26.49	610,162	6,490,756
(xi)	Observance of other important Days	20,000				
Sub Total Part-VIII		14,549,020	3,534,548	24.29	625,162	10,310,756
9	Part-IX Meetings & Documentation					
(i)	AGM including executive committee meetings, working committee meetings/ Sub committee meetings/ Enquiry committees	150,000	41,473	27.65	31,650	200,000
(ii)	Documentation (Annual & Monthly Reports, Members Directory, Awards etc.)	150,000	27,030	18.02		150,000
(iii)	IEC materials	25,000	3,040	12.16		25,000
(iv)	Visibility (I. Card, Jackets etc.)	25,000				25,000
Sub Total Part-IX		350,000	71,543	20.44	31,650	400,000

INDIAN RED CROSS SOCIETY, ODISHA STATE BRANCH, BHUBANESWAR

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Budget (Actual) for the year 2017-18 and Budget Estimate for the year 2018-19
Expenditure

No.	Name	Budget Estimate for the year 2017-18	Revised Budget for the year 2017-18	% of Rev. Budget to BE 2017-18	Expenditure relating to the Year 2017-18, to be met out of budget 2018	Budget Estimate for the year 2018-19
Part-I	Part-I Share of IRCS-NHQ					
	National Headquarters Share on membership Subscriptions, General Donations and other Collections	5,200,000	5,107,324	98.22		5,400,000
Part-II	Part-II Financial assistance to needy & poor patients	100,000	5,000	5.00		100,000
3	Part-III Grant-in-Aid to Red Cross Institutions					
	(i) Blind School, Berhampur including specific Donation	30,000			30,000	30,000
	(ii) Red Cross Hospital for Women and Children,	700,000	700,000	100.00		1,000,000
	(iii) Central Red Cross Blood Bank, Cuttack (Maintenance & Equipments)					
	(iv) Red Cross Blood Banks (including CRCBB, Cuttack) for Free supply of Blood to Thalassaemia and Sickle Cell Anemic patients	900,000			900,000	
	(vi) Red Cross Blood Banks for Free supply of Blood to poor and needy patients (CRCBB, Cuttack) for 2017-18 & 2018-19	100,000			100,000	100,000
	(vii) SAHAYA, Cuttack (Govt. of India grant) & financial support for 2017-18 & 2018-19	1,100,000	440,318	40.03	874,932	100,000
	Sub Total part-III	2,830,000	1,140,318	40.29	1,904,932	1,230,000
4	Part-IV Programmes for Disabled					
	(i) Assistance for Counselling, awareness generation & Assistance to PwDs	100,000	4,219	4.22		100,000
	(ii) Supply of medicines to Blind School	10,000	3,529	35.29		10,000
	(iii) Financial assistance to PwDs meritorius students (Jyoti Ranjan Mishra Award)	10,000				10,000
	(iv) Recognition of disabled persons for outstanding abilities (CMRF grant: Utkal Divas)	250,000	213,158	85.26		250,000
	Sub Total part-IV	370,000	220,906	59.70		370,000
5	Part-V Disaster Management					
	(a) Emergency Relief in disaster situations/ Emergencies	600,000	15,596	2.60		600,000
	(b) Procurement of Disaster Preparedness stock (prepositioning)	500,000				
	(c) Support to other state Branches in disasterous situations	200,000				200,000
	(d) Contribution to DM Fund (from dist.Br.)	150,000				150,000
	(e) Registration /cess/ management cost for 6 shelters built by Spanish Red Cross (from DPTC fund)	1,800,000				1,970,000
	(f) Training to FMR volunteers / Refresher Training to FMR volunteers	200,000	54,664	27.33		100,000
	(g) Road Safety Campaign	50,000				50,000
	(h) Contribution to DM unit towards activities/ establishment of control room	250,000				200,000
	(i) D M Programme & activities (NHQ Grant)	1,413,360	1,118,799	79.16		1,413,360
	(j) Mock Drill (Supported by OSDMA)	390,000	228,000	58.46	162,000.00	390,000
	(k) Plantation (including support to YRC Unit for plantation)	50,000				50,000
	(l) Heat wave Management (including water distribution)	50,000	25,074	50.15		50,000
	(m) Warehouse Stock taking Exp.	50,000	25,200	50.40		50,000
	Sub Total part-V	5,703,360	1,467,333	26	162,000	5,223,360

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Part-X		Administrative & Overhead Expenses				
(a)	Pay & Honorarium of the officers and staff					
(b)	EPF contribution	4,899,000	3,128,207	66.53	595,801	5,904,000
(c)	Gratuity	650,000	460,785	70.89	112,585	650,000
(d)	Provision for payment of arrear enhanced Salary	1,882,000	514,400	27.33	802,059	1,600,000
(e)	Unutilised Leave Salary	2,518,000	2,315,406	91.95	206,710	195,000
(f)	Travelling Allowance	740,000	783,460	105.87		316,000
(g)	Livery for drivers and Class-IV employees	40,000	20,341	50.85		40,000
(h)	Audit & Tax consultant fees	7,000		-	4,000	16,000
(i)	Maintenance of Building/ Municipal Taxes/ Campus Development/ Sanitary & Electrical Fittings	50,000	4,720	9.44	17,700	50,000
(j)	Maintenance of Building/ Municipal Taxes/ Campus Development/ Sanitary & Electrical Fittings	1,350,000	11,858	0.86		1,800,000
(k)	Insurance & AMC for equipments	200,000	37,648	18.82		200,000
(l)	Energy and Water Charges	900,000	765,653	85.07	131,280	900,000
(m)	Postage, Telegram and speed post Charges	50,000	10,170	20.34		50,000
(n)	Bank commission and charges	4,000	4,190	104.75		5,000
(o)	Office Stationary	50,000	5,373	10.75		50,000
(p)	Advertisement Expenses	50,000	19,919	39.84		50,000
(q)	Telephone Expenses	50,000	30,775	61.55	6,271	50,000
(r)	Machinery, Furniture and fixtures & Equipments(including electric Generator set)	1,200,000		-		2,000,000
(s)	Repair of furniture & equipments & Office Maintenance	50,000	6,100	12.20		50,000
(t)	Maintenance of Garden	40,000	13,860	34.65		40,000
(u)	Maintenance of Vehicles	500,000	401,948	80.39	40,943	500,000
(v)	Security Service	350,000	141,516	40.43	35,834	350,000
(w)	Legal expenses including honorarium of HLA	150,000		-	149,910	150,000
Sub Total Part-X		15,530,000	8,674,129	55.85	2,102,893	14,966,000
11	Part-XI	Miscellaneous Expenses				
(i)	Contingencies	60,000	29,987	49.98		60,000
(ii)	Insurance for Staff, mediclaim (proposed)	50,000	9,824	19.65		450,000
(iii)	Disposal of Old Vehicles	5,000		-		5,000
(iv)	Support to MMU staff Salary	753,600		-		634,000
(v)	Support to MMU staff Salary (16-17)	792,000	371,117	46.86		
(vi)	Refund of tender fee to MMU					69,950
Sub Total: Part-XI		1,660,600	410,928	24.75	-	1,218,950
Grand Total		50,340,980	21,653,665	43.01	6,910,194	43,189,066

Indian Red Cross Society, Odisha State Branch, Bhubaneswar
Capital Budget Estimate
for the years 2014-15 2015-16, 2016-17, 2017-18 & 2018-19

1	2	5	6	7	8	8
Sl. No	Particulars	2014-15	2015-16	2016-17	2017-18	2018-19
1	General Corpus Fund	44,519,056	51,167,886	77,670,459	94,114,413	104,160,380
2	Red Cross Welfare Fund	230,808	230,808	230,808	230,808	230,808
3	Govt. Corpus Fund	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
4	DM Fund	7,938,680	7,778,458	7,778,458	7,886,247	9,284,611
5	Dispensary Corpus Fund	443,600	443,600	443,600	443,600	443,600
6	Care & Service to Physically Challenged	458,000	458,000	458,000	458,000	458,000
	Total	55,590,144	62,078,752	88,581,325	105,133,068	116,577,399

Available Fund in terms of Fixed Deposits
Grant for capital expense from Govt.
Total Capital :

Rs.
116,577,399
2,210,000
118,787,399

Expense to be incurred:

Rs.
1,000,000

- 1 Development of State Branch/ Red Cross institutions
(including Fixed asstes, furniture building maintenance)
*Part-VIII (v-a) Expenditure budget
Organisation and Branch Development*

- 2 Machinery, Furniture and fixtures &
Equipments(including electric Generater set)
*Part-X (a) Expenditure budget
Administrative*

- 3 Support to DRCB Puri for construction of Red Cross
Bhawan
*Part-VIII (v-a) Expenditure budget
Organisation and Branch Development*

Total Capital Expense

4,500,000

Indian Red Cross Society , Odisha State Branch, Bhubaneswar

EXPLANATORY NOTES

1. Part I : Interest (Receipt)

The detail of Income from Interest is given below:-

Budget Estimate for 2018-19

Account	Principal Amount	Interest to receive
Red Cross General Fund (including Welfare fund account)	96003188	6122000
Govt.(RC) corpus fund	2000000	140000
Disaster Management Fund	7886247	1575000
Dispensary corpus fund	443600	29000
Care and service to Disabled	458000	22000
Total	106791035	7888000
Interest on SB accounts		500000
TOTAL INTERESTS (FD & SB)		8388000
	or say	8388000

3. Part-II: Income from Rent of Building Space

R.E. for 2017-18 reduced as the Canara-Bank has not paid the revised rent and the following amount will be received as rents during 2018-19-

Budget Estimate for 2017-18	particulars	Amount Rs.
State Bank of India, SCB MC Br. Cuttack	Rs.2,03,498/- x 12 months	24,41,976/-
Tower of BSNL, BBSR	Rs.8,880/- x 12 months	1,06,560/-
Canara Bank, BBSR (rates revised)		36,97,121/-
Arrear rents from Canara Bank (ATM & Godown)		2,54,000/-
Total		64,99,657/-
Or say		65,00,000/-

4. **Part-III(b):** Contribution from District Branches towards Disaster Management Fund @Rs. 5,000/- per DRCB for 30 DRCBs made provision. But the DRCBs are not remitting the same.

5. **Part-III(c):** Membership subscription from colleges are not received during 2017-18

6. **Part-III(e): Specific Donation**

R.E for 2016-17 represents specific donation for providing financial assistance to poor & to needy patients.

7. **Part-IV (b): Grant from Chief minister relief fund:**

R.E. is nil as the said grant to disabled persons were paid by Govt. from the CMRF directly. in the absence of HS at that time.

8. **Part-V (b): ICRC & Livelihood project:**

The three years project of Livelihood was included along with 1 year plan of Gen.Cooperation activities of ICRC. But the finance was provided to the extent of Rs.26.11,900/-.

9. **Part-VI**

(a): **Collection of Blood Grouping fees:** Due to non availability of Med.Officer the Grouping drive could not be made during 2017-18.

(b): **Nirvana & hearsay services:** Due to meagre demand owing to alternate mortuary services availability the receipts decreased.

10. **Part-VII**

(a): **Collection of Watch & ward, electricity charges:** On transfer of Hon. Secretary at the yearend the said charges could not be received which will be received during 2018-19.

- (b): **Collection of Watch & Ward Charge, Electricity Exp. etc from other units of IRCS:** The watch & ward charges for the year 2017-18 could not be collected from DPTS, which will be received during 18-19 (shown in inner column) in addition to the charges for 2018-19.
- (d): **FA training to corporate sector (Fund raising):** The first aid training imparted to employees in corporate sector against which an amount of Rs.44000/- was received.

11. Part-VIII: Transfer of fund from DPTC:

As per Financial standing committee recommendation ratified by last working committee, the 60% gross income of DPTC to transfer to OSB to meet the expense of "Repair of 6nos.of MPCs built with support from Spanish Redcross" & "40% salary of MMU staff". Such transfer of fund was made during 2017-18, based on audited account of DPTC & MMU. Estimates for 60% gross-income of DPTC for 2017-18 have been budgeted to be received during 2018-19. for meeting its purpose.

Explanatory Notes on Expenditures

1. Part-I: National Head Quarters share

B.E. for 2018-19 is the 50% of the collection from district branches (as at sl. No. 3a) & 15% of Income (actual for 2017-18) as at Sl.no.3c,d of 2017-18 at page 2.

2. Part-III: Financial assistance to needy & poor patients:

The disbursement could not be made due to lack of applicants after approval of budget. The district branches are providing such assistance to poor needy patients.

3. Part-III: Grant-in-Aid to Red Cross Institutions:

- i. The Financial support to Blind School at Berhampur for 2017-18 could be disbursed during 2018-19 (shown in inner column) The Assistance for 2018-19 is also budgeted for disbursement during 2018-19.
- ii. The Financial support to RC Hospital for Women & Children at Berhampur is enhanced to Rs.10.0 lakh due to financial crunch to meet their establishment expenses.
- iv. The Financial support to CRCBB Cuttack for free supply of blood to thal.& sickle cell patient for the year 2017-18 was made during 2018-19 (shown in inner column). The support for 2018-19 for the said purpose will be provided by Govt.of Odisha through SBTC(O).
- vi. The Financial support @ Rs.1.0 lakh to CRCBB Cuttack for free supply of blood to poor needy patients for the year 2017-18 was made during 2018-19 (shown in inner column). The support for 2018-19 for the said purpose is also budgeted during 2018-19.
- vii. The Budget form 17-18 was kept for grant from IRCS-OSB for Rs.1.0 lakh & from Govt.of India & Other Source for Rs.10.0 lakh. Due to unavoidable circumstances Rs.440318/- could be disbursed during 17-18 and Rs.874932/- will be released during 2018-19. The Grant from other sources specifically for Sahay is not budgetd during 2018-19. Any grant specifically for Sahay will be released in favour of Sahay. The IRCS grant for Rs. 1.0 lakh is provisioned for 2018-19.

4. Part-V:

(a,b): Emergency relief material & Procurement of Disaster Preparedness stock

R.E. for 2017-18 reduced as per requirement. Provision made for 18-19 for emergency relief & purchase of D.P.stock on exigencies for total amount of Rs.6.0 lakh.

(c): Support to other state Branches in disasterous situations

R.E. for 2017-18 reduced as per requirement. Provision made for 2018-19 for same amount.

(e): Registration /cess/ management cost for 6 shelters built by Spanish Red Cross

R.E.17-18 became nil as repair of Spanish Cyclone centres could not be completed. Budget Provision for 2018-19 made for the same for Rs.18 lakh, out of the funds from DPTC (60% gross Income of 2016-17 reduced by 40% salary of MMU staff for 2016-17).

(h): Contribution to DM unit towards activities/ establishment of control room:

R.E.2017-18 became nil as no emergent situation araised for setting control room. Provision for 18-19 made for Rs.2.0 lakh.

(j): Mock Drill (Supported by OSDMA):

Forty cyclone shelters could be given during 2017-18 towards financial support for mock drill amounting to Rs.2.4 lakh. Another 25 cyclone shelters were given financial supports during 2018-19 and Rs.3.9 lakh will be received from OSDMA for the purpose. Therefore Rs.5.4 laks is budgeted for 2018-19.

(m) Warehouse Stock taking Exp.

The physical stock taking in warehouse mayu be required during reconstruction of new proposed warehouse. The provision for 2018-19 made for Rs.50,000/-

5. Part-VI:

(a): Support to District Branches for maintenance of Red Cross dispensaries etc. for 2017-18 & 2018-19

Support to Redcross Dispensaries amounting to Rs.20.0lakh for the year 2017-18 could be made during 2018-19, as the post of Hon.Secretary remained vacant during Feb-March 2018. The support for 2018-19 is also budgeted for another 20Lakh.

6. Part-VII

(i): Family Counselling Center activities

RE 17-18 reduced as grant from SSWB reduced. Provision is made for 2018-19 for Rs.3.8 lakh

(ii): Family News Services - Tracing activities:

Provision is made for providing extensive tracing activities during 2018-19.

(iii): Social Service Camps during Ratha Yatra & other occasions

Provision is made for providing extensive Social Service during Ratha Yatra

(iii): Social service camp (Shiv ratree , Bali Yatra & etc. Including Swachha Bharaat Abhiyan)

Provision is made for providing extensive Social Service during Sivratri & Swachha-bharat activities for Rs.1.0 lakh and for Baliyatra camp for Rs.1.0 lakh.

(vi): District Secretaries Conference

Provision is made for Dist.secretaries conference as called by His.Excellency Governor

7. Part-VIII(v): Support for development of State Branch/ Redcross institutions

Provision is made for the year 2017-18 for peripheral & internal development including up-gradation of office, purchase of capital assets for OSB & RC institutions.

V-a) Support for Construction of Redcross Bhavan at Puri with the help of DRCB, Puri could not be made during 2017-18 and now budgeted for 2018-19.

8. Part X (a) Pay & Honorarium of the officers & staff

Sl. No	Desiganation	No. of Post	Gross Salary pm (Rs.)	Per Annum (Rs.)
1	Honorary Secretary (on deputation from Govt.)	1	37,500	300,000
2	Hon. Joint Secretary	1	32,000	256,000
3	Under Secretary	1	30,000	240,000
4	Jr.Accountant /Sr.accountant	1	31796/37054	423,616
5	Sr. Assistant	1	34,299	4,11,588
6	Jr. Assitant (apprx)	1	30,000	3,60,000
7	Driver	4	106,628	12,79,536
8	Peon	3	66,815	8,01,780
9	Attendant	1	15,908	1,90,896
10	Sweeper	1	15,466	1,85,592

Remuneration for Contract Service/honorarium

11	P.O. (Health)	1	150,000	1,80,000
12	Jr.Asst-cum-DEO	3	29,391	3,52,692

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13	Pharmacist (JAS)	1	9,797	1,17,564
14	Provision for Accounts Assistant	1	9,797	1,17,564
15	PHARMACIST (JAS)New (for 8 months)	1	8,906	71,248
16	Cosultant Engineer(civil) (for 11 months)	1	30000	3,30,000
17	Jr.Asst. New (for 8 months)	2	17,812	142,496
18	Driver (for 8 months)	1	8,906	71,248
19	Gardener	1	6,000	72,000
20	Gardener New(for 8 months)	1	7,030	56,248
	Total	28	467,944	59,03,820
	Or Say			Rs.59,04,000

9. Part-X(c): Gratuity

Provision is made for the year 2018-19 for Rs.16,00,000/- for payment of gratuity dues of retired employees as follows.

Gratuity to Retd Empl	compl.Yrs	Last salary	Gratuity amt (Rs.)
Pradip Nanda (@38809 as last pay for 42 years)	42	38,809	940,372
Brajabandhu Sahoo,Peon	34	21564	422,986
Subash Panda	41	10,000	236,538
Total			15,99,897
		or say	16,00,000

Gratuity & interest thereon paid for Rs.8,02,059 (shown in Inner column) to retired employees on Court order.

10. Part-X(d): Provision for enhanced salary

Arrear salary on revision of scale of pay of Regular employees, sanction of 6%DA as well as enhancement of contractual salary could be paid during 2018-19. Also provision for Arrear DA@13% to regular employees is budgeted for 2018-19.

Enhancement of DA to OSB-staff of regular scale	260,957/-
Enhancement of Salaries to osb-contractual staff	140,369/-
Total	4,01,326/-
	or say
	4,01,000/-

11. Part-X(e): Unutilized Leave salary

Unutilised Leave salary to Retd Empl	days	Last salary	Gratuity amt (Rs.)
Brajabandhu Sahoo,Peon	300	21,564	215,640
Subash Panda	300	10,000	100000
Total			315,640
		or say	316,000

12. Part X (g)-Machinery, Furniture and fixtures & Equipments(Including electric Generator set)

Provision made for purchase of a Silent-Generator, Computers – 8 nos., ACs- 9 nos. & furniture etc for 2018-19.

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INDIAN RED CROSS SOCIETY, ODISHA STATE BRANCH
ANNUAL ACTION PLAN 2018-19

Sl. No	Core Areas	Description of Activities planned	Budget Code	Budget Provision in INR
1	Disaster Responses			
		Emergency Relief in Disaster Situation/ Emergency	V-(a)	600,000
		Support to other state Branches in disasterous situations	V-(c)	200,000
		Contribution for DM Fund	V-(d)	150,000
	Sub Total		950,000	
2	Disaster Preparedness			
		Procurement of DP Stock for prepositioning	V-(b)	-
		Registration ans management cost of 6 cyclone shelters built by spanish Red Cross	Part- V (e)	1,970,000
		Training to YRC FMR volunteers / Refresher Training to FMR volunteers	Part- V (f)	100,000
		Road Safety Campaign Management	Part- V (g)	50,000
		Plantation	Part- V (K)	50,000
		Heat wave Management (including water distribution)	Part- V (J)	50,000
		Contribution to DM unit towards activities & establishment of control room	Part-V (h)	200,000
		Programmes & Activities on D.M.	Part-V (i)	1,413,360
		Support to MMU	Part-XI (iv,v)	634,000
		Mock Drill (Supported by OSDMA)	Part-V (j)	390,000
		Warehouse Stock taking	Part-V (m)	50,000
		Sub Total		4,907,360
3	Health & Care			
	(a) Health	Financial assistance to needy & poor patients	Part-II	100,000
		Support to RC Hospital for Women & children , Berhampur	Part-III (ii)	1,000,000
		Maintenance of Central Red Cross Blood Bank, Cuttack	Part-III (iii)	-
		Grant to RC blood banks for free supply of Blood to Thalassemia & sicklecell patients	Part-III (iv)	-
		Grant to RC Blood Banks for Free supply of Blod to poor and needy patients	Part-III (v)	100,000
		Support to District Branch for maintenance of dispensaries	Part-VI A(i)	2,000,000
		Support to DRCB (For Jaranivas, HIV Patient & Child Care)	Part-VI A (iv)	50,000
		Nirvana & hearsey services - maintenance of Nirvan vehicle	Part-VI-B (a)	100,000
		Fooding Allowance for extra duties by Drivers of Nirvan vehicle	Part-VI-B (b)	20,000
		Blood grouping in IRCS OSB and district branches	Part - VI-B (c)	100,000
		Celebration of World AIDS Day	Part-VI-B (f)	30,000
		Celebration of World Health Day	Part-VI-B (g)	70,000
		Celebration of National Voluntary Blood Donation Day & World Blood Donor Day	Part-VI-B (h)	100,000
		Public Health Awareness on Diarrhoea, Dengue, Malaria & Wash including Self Safe & Wash etc.	Part-VI-B (j)	70,000
		Health camp in inaccessible areas	Part-VI-B (k)	200,000
		Health camp in Multi purpose cyclone shelters	Part-VI-B (l)	50,000
		Sub Total		3,990,000
	(b) Care	Financial Support to Blind School, Berhampur	Part-III (i)	30,000
		Support to SAHAYA, Cuttack	Part-III (vii)	100,000
		(i) Assistance for Counselling, awareness generation & Assistance to PWDs	Part-IV (i)	100,000
		Medicines for B.B. School for Blind, Bhubaneswar	Part-IV (ii)	10,000
		Financial assistance to disabled meritorious students (Jyoti Ranjan Mishra award)	Part- IV (iii)	10,000
		Support to HIV pataints for travelling to ART	Part-VI-B(m)	100,000
		Recognition of disabled persons for outstanding abilities	Part-IV (iv)	250,000
		Family Couselling Services	Part VII (j)	380,000
		Social Service camp during Ratha Yatra & other occassion	Part-VII (iii)& (iv)	500,000
Sub Total			1,480,000	

Promotion of Fundamental principles & Humanitarian Values			
	Observation of World Red Cross Day and other important Days	Part- VIII (viii)	220,000
	Induction course for Volunteers	Part- VIII (i)	50,000
	Induction course for new Red Cross members	Part- VIII (ii)	-
	Sub Total		270,000
5	Organisation and Branch Development		
	Remittance of National Headquarters share from membership subscription, General Donation and other collections.	Part-1	5,400,000
	support to YRC Activities	Part VIII(iii)	250,000
	support to JRC Activities	Part VIII(iv)	500,000
	Support for development of State Branch/ Red Cross institutions	Part VIII(v)	1,000,000
	Conference of Secretaries of District Branches	Part- VIII (vi)	200,000
	Capacity Building & Staff Development of IRCS OSB	Part- VIII (vii)	50,000
	District Co.ordination meeting	Part- VIII (ix)	50,000
	AGM including executive committee meetings, working committee meetings/ Sub committee meetings/ Enquiry committees	Part-IX(i)	200,000
	Documentation and Reporting (Annual Report and members directory etc.)	Part-IX (ii)	150,000
	IEC materials	Part-IX (iii)	25,000
	Visibility (I Card/ Jackets etc.)	Part- IX (iv)	25,000
	ICRC Co-Operation Activities	Part- VIII (x)	6,490,756
	Maintenance of IRC Building(New construction), machinery & furniture	Part- X (i) , X(j), X(q) & X (r)	4,050,000
	Sub Total		18,390,756
	Grand Total		29,988,116

STATEMENT OF FIXED DEPOSIT OF IRCS, OSB

2014

Bank	Account No	Date of Deposit	Date of Maturity(Rs.)	Principal Amount	Rate of Interest%	Maturity Value(Rs.)	Remarks	Interest to receive in 18-19
Andhra Bank	089520100021435	05-01-18	05-01-19	1,500,000	6.50%	1,500,000		97,500.00
Andhra Bank	089520001000596	18-12-16	18-12-18	1,500,000	7.00%	1,500,000		105,000.00
Andhra Bank	089520100039489	05-11-16	05-11-18	2,500,000	7.25%	2,500,000		181,250.00
Andhra Bank	089520001000445	06-05-16	06-05-19	100,000	7.50%	100,000	B & KC misra	7,500.00
Andhra Bank	089520100234473	14-03-18	14-09-19	10,236,788	6.55%	10,236,788		670,509.61
Andhra Bank	089520100014921	22-09-17	22-09-20	15,000	7.00%	15,000	Dr. Renukhanu fund	1,050.00
Andhra Bank	089520100015054	21-09-17	21-09-20	550,000	6.50%	550,000		35,750.00
Andhra Bank	0895201000183133	14-07-16	14-07-18	5,000,000	7.50%	5,000,000		375,000.00
Andhra Bank	089520100183142	14-07-16	14-07-18	5,000,000	7.50%	5,000,000		375,000.00
Andhra Bank	089520002003266	09-08-15	09-08-18	8,669	8.25%	11,076	Welfare fund	-
Andhra Bank	089520100011483	31-03-17	31-03-19	3,000,000	7.00%	3,000,000		210,000.00
Andhra Bank	089520100064467	24-08-15	24-08-18	2,000,000	8.25%	2,000,000		165,000.00
Andhra Bank	089520001000430	12-08-15	12-08-18	300,000	8.25%	300,000		24,750.00
Andhra Bank	089520001000429	12-08-15	12-08-18	500,000	8.25%	500,000		41,250.00
Andhra Bank	089520001000428	12-08-15	12-08-18	500,000	8.25%	500,000		41,250.00
Andhra Bank	089520100002670	19-06-15	19-06-18	100,000	8.25%	100,000		8,250.00
Andhra Bank	089520002002409	12-06-15	12-06-18	65,078	8.25%	83,144		-
Andhra Bank	089520100061460	08-07-15	08-07-18	45,000	8.25%	45,000	Welfare fund	3,712.50
Andhra Bank	089520002003267	09-08-15	09-08-18	26,005	8.25%	33,224	Welfare fund	-
Andhra Bank	089520100035216	25-08-17	25-08-19	2,000,000	6.50%	2,000,000		130,000.00
Andhra Bank	089520100012826	24-05-16	24-05-19	6,000,000	7.50%	6,000,000		450,000.00
Andhra Bank	089520100140712	18-04-17	18-04-19	7,595,128	7.00%	7,595,128		531,658.96
Andhra Bank	089520100080003	30-03-17	30-03-19	2,998,783	7.00%	2,998,783		209,914.81
Andhra Bank	089520100080012	30-03-17	30-03-19	2,998,783	7.00%	2,998,783		209,914.81
Canara Bank	2487303000084/1	24-04-17	24-04-18	4,000,000	6.90%	4,000,000	needs renewal as per rule.	276,000.00
Canara Bank	2487303000084/9	26-03-18	26-03-19	9,000,000	6.50%	9,000,000		585,000.00
Canara Bank	2487303000084/7	22-03-18	22-03-19	1,000,000	6.50%	1,000,000		65,000.00
Canara Bank	2487303000086/1	25-04-16	13-09-19	3,000,000	7.50%	3,000,000	fresh-osb	225,000.00
Canara Bank	2487303000086/2	03-11-16	03/10.18	8,000,000	7.50%	8,000,000	fresh-osb	600,000.00
Andhra Bank	089520100154858	21-09-15	21-09-18	6,000,000	8.25%	5,000,000	fresh-osb	495,000.00
Andhra Bank	089520100173297	04-05-17	04-05-18	5,443,954	6.75%	5,820,827	fresh-osb	-
Andhra Bank	089520100195332	03-12-16	03-12-18	5,000,000	7.00%	5,744,409	fresh-osb	-

	TOTAL			95,983,188		97,132,162		6,120,660.69
SBI	10872531682	14-02-16	14-02-19	20,000	7.00%	20,000		1,400.00
TOTAL				20,000		20,000		6,121,660.69
GRAND TOTAL				96,003,188		97,152,162		

Interest from OSB FD (including welfare Fund) duri	Principal	Interest during 18-19	int. rounded
Interest from SB during 2018-19	96,003,188	6,121,660.69	6,122,000.00
Interest from RC Fund during 2018-19	2000000	500000	500,000.00
Interest from DMF FD during 2018-19	7,886,247	140,000.00	140,000.00
Interest from FRD Corp. Fund FD during 2018-19	443,600	1575266.108	1,575,000.00
Care & service to disabled	458,000	28,834.00	29,000.00
TOTAL INTEREST FOR BUDGET 2018-19	106,791,035	22,422.00	22,000.00
		8,388,183	8,388,000

SI No	Bank	Account No	Date of Deposit	Date of Maturity(Rs.)	Principal Amount	Rate of Interest%	Maturity Value(Rs.)	Remarks
1	State Bank of India	32977267604	30.01.16	30.01.19	2,000,000	7.00%	2,000,000	RC Corpus Fund

Fixed Deposits of RC Corpus Fund

SI No	Bank	Account No	Date of Deposit	Date of Maturity(Rs.)	Principal Amount	Rate of Interest%	Maturity Value(Rs.)	Remarks
1	Andhra Bank	089520100039498	05.11.16	05.11.18	1,500,000	7.25%	1,500,000	INT TO SB A/C
2	Andhra Bank	089520100018635	17.11.16	17.11.18	658,721	7.15%	758,508	
3	Andhra Bank	089520100011492	31.03.17	31.3.19	415,000	7.00%	415,000	INT TO SB A/C
4	Andhra Bank	089520100060939	02.07.15	02.07.18	3,835,234	8.25%	4,899,890	
5	Andhra Bank	089520100060948	02.07.2015	02.07.2018	842,660	8.25%	1,076,581	int trf to osb a/c
6	SBI BBSR Main	30358653267	31.3.17	31.3.18	634,632	6.90%	634,632	Rs.47277
TOTAL					7,886,247		9,284,611	
					8,137,065		??>>	

STATEMENT OF FIXED DEPOSIT OF Sale counter (Care and service to Disabled)

104,062.50
99,787.00
29,050.00
1,064,656.00
233,921.00
43,789.61
1575266.108

140,000.00

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Bank	Account No	Date of Deposit	Date of Maturity	Principal Amount	Rate of Interest%	Maturity Value(Rs.)	Remarks
Andhra Bank	89520100031131	12.7.15	12.7.18	458,000	8.25%	458,000	Int tnf to A/c. 9381: Service to disable
TOTAL				458,000		458,000	

22,421.96

STATEMENT OF FIXED DEPOSIT OF Flood Relief Dispensary Corp.Fund

SI No	Bank	Account No	Date of Deposit	Date of Maturity(Rs.)	Principal Amount	Rate of Interest%	Maturity Value(Rs.)	Remarks
1	Andhra Bank	089520100014912	22-09-17	22-09-19	443,600	6.50%	443,600	Flood Relief Dispensary Corp.Fund
	TOTAL				443,600		443,600	

28,834.00
28,834.00

NOT TO INCLUDE IN OSB ACCOUNT: JAN AUSADHI STORE
STATEMENT OF FIXED DEPOSIT OF Jan AUSADHI STORE

SI No	Bank	Account No	Date of Deposit	Date of Maturity	Principal Amount	Rate of Interest%	Maturity Value(Rs.)	Remarks
1	Andhra Bank	89520100173251	04-05-17	04-05-18	536,407	6.75%	573,541	Jan AUSADHI STORE
	TOTAL				536,407		573,541	

Total	OSB/JAS	107,327,442		109,911,914
	DPTC	295,739,47		313,240,73
Total	Total	136,901,389		141,235,987

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INDIAN RED CROSS SOCIETY, ODISHA STATE BRANCH
DISASTER PREPAREDNESS TRAINING CENTRE (DPTC)

Revised budget for the year 2017-18 and Draft Budget Estimate for the year 2018-19
RECEIPTS

Sl. No	Budget Head	Budget Estimate for the year 2017-18	Revised Budget for the year 2017-18 (Actual)	% of RE 2017-18 to BE 2017-18	Income relating to the Year 2017-18, to be received in 2018-19	Budget Estimate for the year 2018-19
1	Hire charge of Conf. Hall, Class Room, LCD etc.	2,200,000	2,419,000	109.95	-	2,600,000
2	Interest from Savings & FD Accounts	1,300,000	1,349,757	103.83	-	1,400,000
3	Utility charge from canteen & other Income	340,000	329,349	96.87	-	340,000
Total		3,840,000	4,098,106	106.72	-	4,340,000
Opening Balance		3,073,181	3,064,813		-	4,631,639
Grand Total		6,913,181	7,162,919	103.61	-	8,971,639

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DISASTER PREPAREDNESS TRAINING CENTRE
Revised figure for the year 2017-18 and Budget Estimate for the year 2018-19
EXPENDITURE

S. NO	Budget Head	Budget Estimate for the year 2017-18	Revised for the year 2017-18(Actual)	% of RE 2017-18 to BE 2017-18	Expenditure relating to the Year 2017-18, to be met out of budget 2018-19	Budget Estimate for the year 2018-19
1(a)	Staff Salary & wages (including EPF)	368,000	228,232	62.02	34,010	743,000
1(b)	Provision for Enhanced salary	246,048			29,955	21,000
2	Printing & Stationary	15,000	4,800	32.00		15,000
3	Energy Charges	600,000		0.00	500,000	500,000
4	Garden & Lawn Development	50,000		0.00		50,000
5	Maintenance - Electrical	100,000		0.00		300,000
6	Maintenance - Sanitary & PHD	100,000	3,050	3.05		200,000
7	Maintenance of Machinery & Equipments	20,000	11,530	57.65		100,000
8	Maintenance - others-building	100,000		0.00		300,000
9	Washing Expenses	30,000	10,099	33.66		30,000
10	Liveries	2,000		0.00		2,000
11	Audit fees	14,000	28,320	202.29		14,000
12	Pooja Expenses	10,000		0.00		10,000
13	Purchase of Magazine & News paper	2,000		0.00		2,000
14	Purchase of Furniture & Equipments	200,000	91,495	45.75		200,000
15	Purchase of Cleaning materials	30,000	5,946	19.82		30,000
16	Telephone charges	5,000		0.00		5,000
17	Support to IRCS-OSB for payment of Municipality Taxes & Electric Inspection	25,000		0.00		50,000
18	Contingency Expenditure & bank charges	10,000	7,000	70.00		10,000
19	Support to IRCS OSB for Watch & Ward Charges	200,000		0.00	200,000	200,000
	Sub total	2,127,048	390,472	18	763,965	2,782,000
20	Share of IRCS-OSB 17-18	2,304,000	-			2,604,000
21	Share of IRCS-OSB (Arrear for 16-17)	2,135,588	2,140,808	100.24		
	Total	6,566,636	2,531,280	38.55	763,965	5,386,000
22	Fixed Deposit	-				-
	Grand Total	6,566,636	2,531,280	38.55	763,965	5,386,000
	Opening Balance as on 01.04.2018	3,064,813				
	Budget Estimate for 2018-19 (Receipts)	4,340,000				
	Budget Estimate for 2018-19 (Expenditure)	6,149,965				
	Excess(+)/Deficit(-) Budget	1,254,848				

**Disaster Preparedness Training Centre (DPTC)
Indian Red Cross Society, Odisha State Branch, Bhubaneswar**

EXPLANATORY NOTES on Revised Estimate for 2017-18 & Budget Estimate for 2018-19

Receipts

1. (Sl.No.1) Hire charge of conference Hall

R.E. increased as rate of conference hall charges increased. Budget estimate made for increased hiring during 2018-19.

2. Part I : Income from Accrued Interest

The interest income has been calculated on the Fixed deposit amount of Rs.1,367,637/- or say Rs.14.0 lakhs.

Payments

1. Sl.No. 1 : Staff Salary & wages

Draft Budget DPTC Unit of IRCS, OSB for the year 2018-19

Sl. No	Designation	No. of Post	Gross Salary pm (Rs.)	Per Annum (Rs.)
1	Dolagobinda Sahu, atnd.	1	16075	192,900
2	Prasanna Samantaray, Gardener	1	15908	190,896
	Sweeper , (Daily wages)	2	12000	144,000
Proposed Recruitment				
1	Training Centre Manager (Provision) 9months	1	14000	126,000
	Sweeper , (Contractual) (Provision 9months)	2	14062	126,558
Total				653,796

EPF Contribution

89,243

Total

43039

rounded to

743,000

2. Sl. 2: Provision for enhanced salary:

Provision for Enhanced DA 13%

21,000.00

Arrear 25% raise to contractals (2017-18)

30,000.00

Total Arrear

51,000.00

3. Sl.3: Energy charges: Two years electricity charges payable to OSB for 2017-18 & 2018-19
4. Sl.5: Maintenance - Electrical: Budgeted for major electrical wiring and cabling during 2018-19
5. Sl.6: Maintenance - Sanitary & PHD: Repair to Latrine, bathroom to be done during 2018-19.
6. Sl.8: Maintenance - others-building: The Kitchen renovation, Conference Hall renovation required.
7. Sl.19: Support to IRCS OSB for Watch & Ward Charges: Two years due amount to be paid to IRCS-OSB.
8. Sl. No.20 & 21. Share of OSB for maint. of 6-cyclone centres & 40% of MMU staff.
As per recommendation of last Finance standing committee the 60% of Income(gross) of DPTC for the year 2016-17 has been transferred to OSB and Budgeted for transfer of 60% of gross income of 2017-18 during 2018-19 for the purpose of maintenance of Spanish Redcross built 6-cyclone centres and 40% salary expense of MMU staff.

IRCS-OSB, DPTC
FIXED DEPOSIT 2018-19

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Sl.no	A/C No.	TDR No	Name of the Bank	Amount Deposited (Rs)	Date of Investment	Date of Maturity	Rate of Interest	Maturity Value(Rs)
1	89520100108895	316294	Andhra Bank M.S Nagar	1,450,196.00	31-03-18	31-03-20	6.50%	1,450,196.00
2	89520100079991	315031	Andhra Bank M.S Nagar	1,916,398.00	30.03.2018	30.03.2021	6.25%	2,308,268.00
3	89520100028517	,0257129	Andhra Bank M.S Nagar	2,834,707.00	25-06-15	25-06-18	9.40%	3,621,618.00
4	89520100160725	,0316591	Andhra Bank M.S Nagar	2,303,460.00	24.11.2017	24.11.2018	6.50%	2,303,460.00
5	89520100160716	,0316590	Andhra Bank M.S Nagar	7,966,717.00	24.11.2017	24.11.2018	6.50%	7,966,717.00
6	89520002003548	172933	Andhra Bank M.S Nagar	2,130,647.00	21-09-17	21-09-18	6.75%	2,178,147.00
7	89520100108886	316295	Andhra Bank M.S Nagar	2,406,070.00	31-03-18	31-03-20	7.50%	2,406,070.00
8	89520100109672	316321	Andhra Bank M.S Nagar	1,800,000.00	10.04.2016	10.04.2018	7.75%	1,800,000.00
9	89520100110703	232724	Andhra Bank M.S Nagar	1,500,000.00	18.04.2017	18.04.2018	7.00%	1,500,000.00
10	89520100173288	543128	Andhra Bank M.S Nagar	3,265,752.00	04/05/2017	04/05/2018	6.75%	3,491,833.00
11	89520100195341	662403	Andhra Bank M.S Nagar	2,000,000.00	03/12/2016	03/12/2018	7.00%	2,297,764.00
Total:-				29,573,947.00				31,324,073.00

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Annexure-III

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Disaster Preparedness Training Centre Account Indian Red Cross Society, Odisha State Branch

Capital Budget : Fixed Deposits for the years from 2015-16 to 2018-19

1	2	5	6	7	8	8
Sl. No	Particulars	2014-15	2015-16	2016-17	2017-18	2018-19
1	Fixed Deposit	20,897,467	21,341,826	27,375,498	29,638,329	31,324,073

Indian Red Cross Society, Odisha State Branch

Proceedings of the Maintenance Governance Board (MGB)
of the MMU of IRCS-OSB held on 01st September 2017 (Friday).

Venue: Conference hall of DPTC, Red Cross Bhawan, Bhubaneswar at 11.00 am.

Members Present

1. Dr. Gyanabrata Mohanty, Honorary Secretary, IRCS-OSB : Chairman
2. Maj. Dr. Kalpana Das, YRCO cum Jt. Secretary, IRCS-OSB : Special Invitee
3. Sri Nagendranatha Pattanaik, DRDA, Bhadrak : Member
4. Sri Bikram Keshari Lenka, R&B Div-I, BBSR : Member
5. Sri Mihir Chand Mallick, Addl. Commissioner, Relief : Member
6. Sri Satya Narayan Das, Deputy Collector, Emergency, Jagatsinghpur : Member
7. Sri Dillip Kumar Nayak, Asst. Collector, Kendrapara : Member
8. Sri Manmath Kumar Pani, ADM, Balasore : Member
9. Er. Khirod Kumar Rout, Secretary, Institute of Engineers. : Member
10. Sri Bijay Kumar Dash, ADM, Ganjam : Member
11. Sri Prasanna Kumar Dash, E.O, Puri : Member
12. Sri Ranjan Kumar Mohanty, PC,MMU : Member Convener

The 2nd Meeting of the Maintenance Governance Board (MGB) was held on 1st September 2017 which was presided over by Dr. Gyanabrata Mohanty, Honorary Secretary, IRCS - OSB & Chairman MGB. Maj. Dr. Kalpana Das, YRCO cum Jt. Secretary, IRCS-OSB extended warm welcome to the Chairman and all the members present. This was followed by a brief presentation on MCF statute, its governance mechanism, brief about the MCF, role, power and functions of the MGB & MMU by Sri Ranjan Kumar Mohanty, PC-MMU & Member Convener MGB. The second presentation done by Mr. Mohanty was about the activities undertaken by Maintenance Management Unit (MMU) since the last MGB till July 2017.

The proceeding of the last MGB meeting held on 27.02.2016 was placed before the members for confirmation which was confirmed as such without any change. The review of the action taken on the decisions taken in the last MGB was discussed in details by the members and the members were satisfied with the progress on the decisions taken during the last MGB meeting.

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The agenda items were taken up for discussion. After detailed discussion and deliberation the following decisions were taken;

Item No: I: Induction of 6 Multipurpose Cyclone Shelters build with support of Spanish Red Cross into the MMU.

Decisions Taken: Item No: I

The MGB approved the proposal for inclusion of the 6 Multipurpose Cyclone Shelters built with support of the Spanish Red Cross Society in Puri district in MMU fold along with the 59 Shelters built with support of KfW and German Red Cross in 6 coastal districts of the state.

Item No: II: Approval of Shelter Repairing Estimate, Replacement of equipments and equipment parts not in working condition;

Decisions Taken: Item No: II

The Committee after detailed discussion approved the following three proposals;

- The shelter repairing estimate for 14 ODMP shelters (4 in Bhogarai and 10 in Rajanagar block) amounting to Rs. 13,50,000/- out of the MCF budget was approved.
- The repairing estimate for 6 MPCS of Puri built with support of Spanish Red Cross amounting to Rs. 15,40,000/- out of the OSB (DPTC) fund was approved.
- The repairing estimate for the shelter equipments for 59 ODMP shelters amounting to Rs. 1,77,000/- out of MCF and for 6 Spanish Red Cross assisted Rs. 18,000/- out of the OSB (DPTC) fund was approved.

Item No: III: Adoption of Audited Statements of Accounts for the F.Y 2015-16 & 2016-17

Decisions Taken: Item No: III

The following Audited statements of MMU for the financial year 2015-2016 & 2016-2017 got the approval of the Committee and was adopted.

1. Multipurpose Cyclone Shelter Maintenance Corpus Fund for the FY. (2015-2016 & 2016-2017)
2. GRC Post Programme Support (MMU) for the FY (2015-2016 & 2016-2017)
3. Odisha Disaster Mitigation Programme, Phase-I (GRC Fund) for the FY (2015-2016 & 2016-2017)

Item No: IV: Engagement of one technical consultant (Civil Engineers)

Decisions Taken: Item No: IV

The Committee after detailed deliberation approved the plan for engaging one technical consultant (Civil Engineer) in MMU for monitoring the repairing activities of 20 MPCS to be

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undertaken for repairing in 2017-2018. The engagement will be for one year from April 2017 to March 2018. The cost in this respect will be shared between DPTC & MCF operational account amounting to Rs. 3.60 lacs in 40: 60 ratio. The Committee agreed to continue with the present consultant (civil engineer) Er. Bhagaban Dash from 1st April 2017 to 31st March 2018.

Item No: V: Clubbing of the shelter (packages) for repairing.

Decisions Taken: Item No: V

The Committee approved the shelter packaging proposal as follows;

- Package I : 2 Shelters of Krushna Prasad Block (Gangadharpur & Sipakuda)
- Package II : 2 Shelters of Krushna Prasad (Sanapatana & Gabakunda)
- Package III : 2 Shelters of Brahmagiri Block (Jaganathapatana & Mota)
- Package IV : 3 shelters of Rajanagar Block (Charkala, Kanak Nagar & Krusna Nagar).
- Package V: 3 shelters of Rajnagar Block (Junus Nagar, Balabhdrapur & Okilapal).
- Package VI: 4shelters: of Rajnagar Block (Kankadia, Brahmansahi, Kaitha & Paripangara)

Item No: VI: Approval of budget for capacity building activities

Decisions Taken: Item No: VI

The Committee approved the capacity building budget of Rs. 6,24,000 /- was approved for the financial year 2017-18.

Item No: VII: Approval of fooding allowance and travel expenses during outside visits of MMU staff.

Decisions Taken: Item No: VII

The Committee after detailed discussion approved the fooding allowance of Rs. 250/- per day with pattern of distribution @ (Breakfast 20%, Lunch & Dinner 40% each). The Committee also approved the hotel staying limit to Rs. 1,500/- per day including its effective date from April 2016 retrospectively.

Item No: VIII: Approval of 8 % annual performance incentive enhancement of salary of MMU staff.

Decisions Taken: Item No: VIII

The Committee decided to skip the matter for now , as Honorary Secretary and Chairman, MGB pointed that the matter will come recently in the Finance Standing Committee meeting for decision.

2. Work to be done through limited tender like last year with off line method on percentage basis.

3. The cost of tender paper for each package is decided as follows.

Tender paper cost Package wise :


Package	Tender Document cost(INR)	Package	Tender Document cost (INR)
I	2000/- + 2 X 500/- = 3,000/-	II	2000/- + 2 X 500/- = 3,000/-
III	2000/- + 2 X 500/- = 3,000/-	IV	2000/- + 3 X 500/- = 3,500/-
V	2000/- + 3 X 500/- = 3,500/-	VI	2000/- + 4 X 500/- = 4,000/-

Item No: XIV: Any other point with permission of the Chairman.

- ADM Balasore advised to create a pool of skilled manpower (mechanic) within each shelter or at least in each block where our shelter exists, for regular and proper upkeep of shelter equipments by way of a ToT in District or state level. This will help us in fulfilling the gap that exists in getting specific mechanics. The plan was well accepted by all the members and it was proposed to organize one such training at Bhubaneswar for selected talents of the community interested for such activity.
- ADM Balasore also suggested for organizing one coordination meeting of District Officials and the shelter representatives (4 from each shelter) for proper coordination at district level. The proposal was unanimously accepted by the committee.
- It was also decided and communicated to Bhadrak district representative Sri **Nagendranatha Pattanaik**, DRDA, to take steps for vacating the two shelters occupied by the marine police stations in Chudamani Adia-II & Bideipur under Basudebpur block.


Project Coordinator (MMU)

Member Convenor, MGB


Honorary Secretary

Chairman, MGB