

Indian Red Cross

Society, Odisha State

Proceedings of the Working Committee Meeting of IRCS-OSB

Branch

Held on 28th February 2019 (Thursday) at 11.00 am

Venue: Conference hall of DPTC, Red Cross Bhawan, Bhubaneswar

Members Present

1. Dr. Sushil Kumar Kar Director, Health Services, Odisha, Member

2. CA. Bijay Kumar Sahoo Chairman, Sai International School, Member

3. Gadadhara Nandi Addl. Secretary to Govt., Finance Department, Govt. of Odisha- Member

4. Maj. (Dr.) Kalpana Das Honorary Secretary, IRCS-Odisha State Branch – Member Convener

5. Mr. Gopabandhu Mallick, IPS Chairman, Central Red Cross Blood Bank, Cuttack - Member

6. Sri Chandan Kumar Mohanty, Advocate Legal Advisor, IRCS-Odisha State Branch, Special Invitee

7. Dr. Subash Chandra Ray Under Secretary, IRCS-OSB

The Working Committee Meeting of the Indian Red Cross Society, Odisha State Branch was held on 28th February 2019. This may kindly be noted here that, Sj. Pratap Jena, Hon'ble Minister, Health & F.W. and Law, I & P.R., Odisha & Chairman, Working Committee, IRCS-OSB was unable to preside

Hence, as per Rule-19(b) of IRCS-OSB Rules, 1990 the members present in the meeting have elected Dr. Sushil Kumar Kar, Director, Health Services, Odisha and Member, Working Committee, IRCS-OSB to preside over the Working Committee Meeting. Accordingly, the meeting has been conducted. Maj. (Dr.) Kalpana Das, YRCO, IRCS-OSB and Honorary Secretary I/C has extended warm welcome to all the members present in the meeting and requested for lighting the lamp and

After this the deliberations on the Agenda Items were discussed and decisions to that respect were Item No. 01:

Confirmation of the proceedings of the last W.C meeting held on 10.08.2018

The proceedings of the last Working Committee meeting held on 10.08.2018 were circulated to all the members of the Committee vide office letter No.-1128/RC, Dated/09.10.2018. No comments or suggestions on the above proceeding have been received from any of the members. Hence the

sion Taken:

Working Committee gone through the proceeding of the last Working Committee meeting held 1th August 2018 and approved the same.

No. 02: Review of the Action Taken Report on the proceeding of the Last W.C meeting held on 10.08.2018

action taken report of the proceeding of the meeting held on 10.08.2018 is enclosed at lexure-I (Page-01 to 04). The Committee may kindly review the action taken report on the isions of the last meeting and approve the same.

cision Taken:

The Working Committee gone through in detail the Action Taken Report prepared on the proceedings/ decisions of the last Working Committee meeting held on 10th August 2018 and approved the same and suggested to implement the decisions at the earliest.

tem No. 03: Approval of Annual report for the year 2018-2019(i.e. from 01.04.2018 to 31.01.2019)

he brief annual report of IRCS-OSB and its allied units is placed at -Annexure-II (Page-05 to 25) or kind information and adoption by the Committee.

Decision Taken:

The Working Committee approved the brief report placed before it for the time period mentioned above.

Item No. 04: Ratification of the proceedings of Finance Standing Committee

The proceedings of the Finance Standing Committee meeting of the IRCS-OSB which was held on 16/02/2019 is now placed before the Working Committee for their kind consideration and ratification. The proceeding of the Finance Standing Committee meeting is placed at Annexure –III (Page—26 to 145)

Decision Taken:

The Proceedings of the Finance Standing Committee held on 16th February 2019 is ratified and approved by the Working Committee including the budget for the FY 2019-2020.

Item No. 05: Ratification of the Managing Committee proceedings of CRCBB., Cuttack

The proceedings of the Managing Committee meeting of the Central Red Cross Blood Bank, Cuttack which was held on 04.02.2019 is now placed before the Working Committee for their kind consideration and ratification. The proceeding of the Managing Committee meeting is placed at Annexure – IV (Page-146 to 173)

Decision Taken:

The Working Committee approved (subject to the comments and suggestions below) the proceeding of the Managing Committee meeting of the Central Red Cross Blood Bank Cuttack held on 04th February 2019 which was placed at Annexure IV with the following comments and suggestions.

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- a. Regarding implementation of Bar Coding system it was decided to consult a specialized IT
- b. A request may be made to the H & FW department, Govt. of Odisha for providing a blood A request may be made to the rick for safe transportation and collection of bloods from
- The Chairman, Managing Committee of CRCBB submitted that, due to heavy workload, earlier a decision was taken by the Honorary Secretary, IRCS-OSB that, Dr. Kanakalata Dei, SMO will look after the technical and camp aspects of the Blood Bank and Dr. Dipak Prusty, M.O. will look after the administration aspects of the Blood Bank.
- d. The committee suggested that, the Blood Bank Development Committee should prepare a detail proposal in the form of a project for making the Blood Bank a model Blood Bank.
- e. The Director, CRCBB should take all necessary steps for obtaining due License(s) for the Blood Bank and Thalassemia Day Care Unit.
- To request SBTC/OSACS/NHM to provide all necessary trainings to the existing technical f. staffs and Doctors of CRCBB.
- A request may be made to SBTC/OSACS for training of new motivators for widening the VBD camp movement.
- h. The Honorary Secretary, IRCS-OSB in consultation with the Chairman, MC of CRCBB and Director, CRCBB will take a decision on the Agenda/Proceeding item nos. 6,7,8,9, 10, 11,

Item No.06: Appointment of Auditors for audit of accounts of IRCS-OSB and its allied units for the year 2019-20 and 2020-21

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 2019-2020 and 2020-21. The Audit Fees payable to M/S SRB Associates, Chartered Accountants, Bhubaneswar may remain the same as per the term and condition of last year.

Decision Taken:

The proposal is approved to engage 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 current year with the cost approved by the Finance Standing Committee.

Item No. 07: Provision for technical audit & social impact audit for the Programme & Projects existing or running under IRCS-OSB.

In the last Finance Standing Committee Meeting held on 16.02.2019, the committee suggested that for better transparency and mobilization of resources, IRCS-OSB should make provision for technical audit as well as social impact audit for all the existing as well as ongoing Programme & Projects running under IRCS-OSB. The cost of the Audit shall be met out of respective resources of the unit. The Report of such Audit should be presented before the Working Committee Meeting of

Decision Taken:

Committee approved the proposal and suggested that, the Honorary Secretary may take a sision to make technical as well as social impact audit as and when required.

m No.08: Construction of Warehouse-cum-Resource Building

rlier the Working Committee was pleased to approved and allocate a specific fund out of IRCS-B own resources & advised to move to the Health & Family Welfare Dept. for support and ancial assistance of additional Rs.2.00 Cores and Department of Higher Education and School & ass Education for support and financial assistance of Rs.0.50 Cores each for construction of the id Building.

s per the advice of the Working Committee of IRCS-OSB, the proposal of the construction of the uilding has been initiated in consultation with Public Works Department (PWD). However for letter & expedition execution of the work, the last Finance Standing Committee meeting suggested hat, the matter may kindly be taken up with agencies like-IDCO & Police Housing Corporation for construction.

The proposal as suggested by the Finance Standing Committee meeting may be approved.

The Committee may also give appropriate request to the above Departments of Govt. of Odisha for additional financial support as suggested earlier.

Decision Taken:

The Committee is of the opinion, that instead of investing such a huge amount of money for construction of multi-story building, we may do the construction in PPP mode. It was also opined that, instead of making a new building in the backside of the premises, we may explore the plan to build the same in place of the existing old Red Cross building. A committee may be constituted by the Honorary Secretary, IRCS-OSB for monitoring and better implementation of the proposed project.

Item No.09: Review of Annual Increment in salary of contractual employees of IRCS-OSB & it's allied Units.

Earlier in the Working Committee Meetings, the Committee approved the Annual Increment for contractual employees of IRCS-OSB & it's allied Units. However, the modalities of fixation of Annual Increment for different categories of employees has not been mentioned in the earlier Working Committee Meetings, for which disparity is caused in the actual amount of Increment for different categories of Employees.

In this view, it is suggested to make a Sub-Committee for detail analysis of Annual Increment of contractual employees of IRCS-OSB & it's allied Units and to recommend necessary course of action with regard to implementation, applicability & feasibility of the earlier decisions of Working Committee & furnish a detailed report to Working Committee for approval and necessary action.

The Annual Increment for the next financial year shall only be given effect to after a decision is taken in the next Working Committee.

The following names are suggested for constituting the Sub-Committee for this purpose.

Dr. Ratikanta Nanda - Member Finance Standing Committee of IRCS-OSB.

Dr. D.K. Mohapatra, Former Secretary, State Selection Board.

Representative of the Principal Secretary, Finance Department, Odisha.

Por

ir. Suvendu Ray, Accountant, IRCS-OSB

cision Taken:

he Committee approved the proposal for constituting a Sub Committee for detail analysis of Annual ncrement of contractual employees of IRCS-OSB & it's allied Units and to recommend necessary course of action with regard to implementation, applicability & feasibility of the earlier decisions of Working Committee & furnish a detailed report to the Chairman, Working Committee of IRCS-OSB for approval and necessary action.

The Sub Committee shall consist of the following members;

- 1. Dr. Ratikanta Nanda Member Finance Standing Committee of IRCS-OSB.
- 2. Dr. D.K. Mohapatra, Former Secretary, State Selection Board.
- 3. AFA, Health & FW Department, Govt. of Odisha or his representative.
- 4. Mr. Suvendu Ray, Accountant, IRCS-OSB

The Committee also decided that, till a decision is taken by the Chairman, WC of IRCS-OSB, the contractual employees shall get the present benefit, which they are getting as of date as per the earlier decision of the Working Committee. Any existing dispute in this regard shall be referred to the Sub Committee as stated above.

Item No.10: Grant of Maternity Leave to lady employees of IRCS-OSB & it's allied unit.

The Lady Employees both under categories of Regular & Contractual employees of IRCS-OSB & it's allied Units may be allowed Maternity Leave of an initial period of 3 months & subsequent period of another 3 months (for specific cases on application) as a policy matter on no work no pay basis. However all other service conditions shall remain in force.

This may kindly be approved.

Decision Taken:

The Working Committee is of the opinion that, in this case the benefits extended by the Govt. of Odisha should be applicable to the lady employees (both under categories of Regular & Contractual) of IRCS-OSB and its allied units.

Item No.11: Service condition of two employees of IRCS-OSB in completion of 58 years of Age.

This is placed before the Working Committee that, as per our service condition Rule-2001, the performance of employees completing 58 years of age is to be reviewed by the Working Committee and accordingly extension of service to those employees may be given. This is informed that, Sri Nagarjuna Sahoo, Peon, IRCS-OSB has completed 58 years of age on 31.01.2019 and Sri Bansidhar Swain, Driver, IRCS-OSB is going to complete 58 years of age on 31.08.2019. The performance of both the employees is satisfactory.

Hence, it is suggested that, the Working Committee may consider their case & may approve the extension of their service beyond the age of 58 years.

Decision Taken:

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Committee approved the proposal for extension of services of both the above mentioned loyees beyond 58 years for one year. The remuneration will be fixed by the finance standing mittee of OSB.

m No.12: Engagement of Sri Brajabandhu Sahoo, Former Peon, IRCS-OSB on daily ge basis.

Brajabandhu Sahoo has rendered 33 years of service in IRCS-OSB as a Peon and retired from rvice after attending the age of superannuation at the age of 60 years on 31.01.2019. His service is ite satisfactory & he was one of the most sincere employee of the organization.

eping is view of his long standing sincere service, the committee may approve to further engage m as a peon on daily wage basis for a period of 01(one) year from the date of his superannuation production of Fitness Certificate from Govt. Registered Medical Officer.

ecision Taken:

he Committee is of the opinion that instead of daily wages basis, Honorary Secretary, IRCS-OSB lay engage him in a consolidated remuneration for one year from the date of his superannuation. inance standing committee of OSB will fix the consolidated remuneration.

tem No.13: Consideration of RACP & TBA of Employees working with IRCS-OSB & t's allied Units.

To be placed in the next working committee meeting.

Item No.14: Reconsideration of the earlier proposal of providing 6%DA in favour of employees of IRCS OSB & its allied units.

To be placed in the next working committee meeting.

Item No.15: Applicability of minimum wages to the employees of IRCS-OSB & it's allied Units

Recently, Govt. of Odisha has published a Gazette Notification in the official Gazette Bearing No.-1991, Dated/30.10.2018 for minimum wages to be provided to the employees (corrected replacing

The Committee may approve in principle to provide minimum wages to the employees of IRCS-OSB & its allied Units as per the above Notification.

The Working Committee after discussion is of the opinion that we should follow the government notifications in principle. However the practice of appointing on daily wages basis is not correct hence instead the service may be out sourced.

Item No.16: Up-gradation of Service of Mr. Surendra Nath Samal from the Post of Jr. Asst.-cum-DEO to Accounts Assistant.

Mr. Surendra Nath Samal is working as Jr. Asst.-cum-DEO in IRCS-OSB since August, 2014. Since the date of his engagement, he basically works in the Account Section of the State Branch. His work in the Accounts Section is satisfactory. Recently, Mr. Samal has given an application to upgrade his position from Jr. Asst.-cum-DEO to Accounts Assistant as he is discharging the job of an Accounts Assistant in actual practice. His brief CV with documents as submitted by him is Annexed has Annexure –V (Page-174 to 191). 6

ping in view of his experience & requirement of IRCS-OSB his case may be considered for updation with all other service conditions including the pay & status (contractual) remaining the he Committee may consider the above case.

ecision Taken:

The Committee disapproved the proposal of up gradation of the post as suggested above. However he Committee suggested that, if required, then fresh appointment may be made for the post of counts Assistant by following due procedure. As a special case, the above mentioned employee be allowed to apply for the post of Accounts Assistant if he fulfills the appointment criteria with dequate qualification.

Agenda Item No:17: Consideration of service condition of 02(two) employees of Central Red Cross Blood Bank, Cuttack working as daily wages worker.

Recently, the Blood Bank Employees Union has raised a demand that, although Sri Samir Ranjan Das, who is working as Lab. Attendant working in CRCBB., Cuttack since 2012 and Sri Saroj Naik is also working as Sweeper since 2014, but till date their services are stated to be in the category of daily wage basis. The employees union requested to being their service condition to o1(one) year contractual basis from daily wage basis.

In the previous Working Committee Meeting of IRCS-OSB held on 29.12.2017 a decision was taken to bring all employees working on 89 days basis to 01(one) year contractual basis. However, these two employees from daily wage basis to one year contractual basis.

The committee may consider the above case.

Decision Taken:

The Committee suggested that, Honorary Secretary, IRCS-OSB should form a committee to examine the above matter and suggest the course of action. Accordingly, the Honorary Secretary may take necessary action on this behalf.

Agenda Item No:18: Fixation & Consolidated Honorarium of the Director, CRCBB., Cuttack.

This is placed before the Working Committee that, the Hon'ble Minister, Health & Family Welfare, Law, I & P.R. Deptt., Odisha and Chairman, Working Committee of IRCS-OSB vide UOI No.-74, Dated/09.11.2018 was pleased to engaged Dr. Binayak Prasad Prusty as the whole(full) time Director of Central Red Cross Blood Bank, Cuttack.

It is mentioned that, the Senior Medical Officer of CRCBB, Cuttack is getting monthly remuneration of Rs.47,000/- by the decision of the last Working Committee Meeting held on 10.08.2018.

Keeping in view of this fact the consolidated honorarium of the present Director, CRCBB, Cuttack may be fixed at Rs.50,000/- per month. The extra financial burden in this regard shall be met out of the resources of Central Red Cross Blood Bank, Cuttack.

This may kindly be approved.

cision Taken:

le Committee approved the proposal for fixing the consolidated honorarium of the full time rector of CRCBB, Cuttack at Rs.50,000/- per month. The extra financial burden in this regard hall be met out of the resources of Central Red Cross Blood Bank, Cuttack.

genda Item No:19: Celebration of Diamond Jubilee Year of Central Red Cross Blood lank, Cuttack.

This is placed before the Working Committee that, CRCBB, Cuttack is going to complete 60 years in the month of April, 2019.

In this context, one of our Life Member, Mr. Chandan Kumar Mohanty has move a representation to celebrate the Diamond Jubilee Year & Hon'ble President of India and President of IRCS may be requested to kindly grace the function as the Chief Guest. It may be noted that, Mr. Rajendra Prasad the Hon'ble President of India has inaugurated the Blood Bank in the year 1959 and since then CRCBB, Cuttack has established many mile stones in the Blood Banking History of State as well as the Country.

The committee may approve the proposal and a request may be moved from the Hon'ble Governor of Odisha and President, IRCS-OSB to the Hon'ble President of India for favourable consideration **Decision Taken:**

The Committee approved the proposal for celebrating the Diamond Jubilee Year with inviting Hon'ble President of India and President of IRCS to kindly grace the function as the Chief Guest with proper protocol through the Hon'ble Governor's office.

Agenda Item No:20: Organizing an International Youth Convention of Youth Red Cross Volunteers under the patronization of IRCS-OSB.

In the last Interstate YRC Study-cum-Training Camp a proposal was made to organize an International Youth Convention of YRC Volunteers under the participation of IRCS-OSB. The Secretary General of IRCS, NHQ has also assure that, IRCS, NHQ will provide due support in this regard.

It is suggested that, since it is an International Convention, preparation of at least six months period is essential for smooth organization of the Convention.

It is proposed to hold the International Youth Convention in the month of August or September, 2019.

For the above purposes, a Committee may be constituted to co-ordinate the preparatory activities of the International Youth Convention of Youth Red Cross Volunteers.

The suggested names to be the member of the Committee are as follows:

International Youth Convention Committee:

Major (Dr.) Kalpana Das, Honorary Secretary, IRCS-OSB- Chairperson Mr. Ranjan Ku. Mohanty, PC, MMU., IRCS-OSB- Member

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GopalKrushna Mishra, YRC State Coordinator— Member Sushil Kumar Pattanayak, YRC District Coordinator-Member R. K. Nanda, Member, Finance Standing Committee-Member s. Sumitra Tripathy, DMC., IRCS-OSB--Member Convener cision Taken:

The Committee approved the proposal for organizing an International Youth Convention in the month of August or September, 2019 with the names of the Convention Committee members as an aentioned above.

agenda Item: Any Other Point with permission of the Chair.

(a) Enhancement of consolidated salary in favour of D.M. Co-ordinator, IRCS-OSB. The DMC salaries for prior years have been Rs.18,000/-pm sanctioned by IFRC funded IRCS-NHQ project. This calendar year 2019, the sanction for DMC salary is @15,000/-pm.

Decision Taken: The Committee approved the proposal to enhance the salary of DM Coordinator by another Rs. 3,000/- pm, apart from the sanctioned amount of Rs. 15,000/- by the National Head Quarters. The extra expenditure of Rs. 3,000/- pm will be met out of the own recourses of IRCS-OSB. Any further enhancement of salary of the DMC beyond Rs. 18,000/- shall be decided by the DM committee in its subsequent session.

(b) Term of engagement of Consultant Engineer expires on 30-04-2019. Due to need of infrastructural construction / renovation work, the term of engagement of Consultant-Engineer may be extended for another one year.

Decision Taken:

To be placed in the next working committee meeting. No further extension is given now.

(c) As discussed in FSC, the requirement of a First Aid Training Centre for imparting First Aid Training to the volunteers, Life-members, employees of corporate sectors & others; the idle garage can be renovated to a class room for the purpose. The FSC approved the proposal in principle for renovation (& reconstruction) of the unused garage to a Training centre with utilizing the ground with good quality House-tents for training purpose. The cost of the above with required equipments & accessories may be met out of the resources of IRCS-OSB & its allied units.

Decision Taken:

The committee approved the proposal and suggested to follow due procedure for renovation, reconstruction and procurement. Finance Standing Committee is to decide the cost of the work.

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- (i) It is suggested that, to encourage the volunteers the following awards may be created.
 - (a) Seva Shree Sammana
 - (b) Seva Bhusan Sammana
 - (c) Seva Ratna Sammana

For the above purpose a Committee consisting of the following members is formed.

Dr. Ratikanta Nanda, Prof. & HoD of KIIT School of Law, KIIT University

Mr. Gopabandhu Mallick, (IPS) Retd. Additional D.G., Odisha

Dr. Rekha Das, Former Director(I/c), Vocational Education, S & M.E., Odisha

Honorary Secretary

Dr. Sushil Kumar Kar.

Director, Health Services, Odisha, And Hon'ble Member, Working Committee (Elected Chairperson) IRCS-OSB

Hon'ble Minister, Health & F.W, Law, I & P.R., Govt. of Odisha and Chairman Working Committee IRCS-OSB