INDIAN RED CROSS SOCIETY, ODISHA STATE BRANCH, BHUBANESWAR

Meeting of the Working Committee of 02.09.2020

Minutes of the meeting

		Minutes of the meeting	TAVEN
		DETAILED AGENDA	DECISION TAKEN
1 02	Approval of the proceedings of the last Working Committee meeting held on Dt. 17.12.2019 Action taken Report on the proceedings of the last working Committee	The proceedings of the last Working Committee meeting held on 17.12.2019, was communicated to all concerned vide L.N 1798/RC, 30.12.2019. Till date No comments or suggestions on the above proceedings have been received. The proceedings may be confirmed. The Action Taken Report of the proceedings of the meeting held on 17.12.2019 is enclosed as Anexture-1. The Committee may review	
	meeting held on Dt. 17.12.2019	and approval.	round the
03	Consideration and approval of the actual receipts and payments for the year 2019-2020 and Budget Estimate 2020-2021 of IRCS OSB and allied units.	The actual receipts and payments for the year 2019-2020 and the Budget estimate for the year 2020-2021 relating to IRCS, OSB and allied units are placed at Annexure -2 series for discussion and approval.	The Committee approved the Estimated budget for the year 2020-2021. Sri Debasish Mishra, Member advised the Secretary, IRSC, OSB to reduce the expenditure against Vehicle Maintenance, which at Rs. 10.00 lakhs per annum was on the higher side. ACS, H&FW dept. further suggested that OSB should exercise the option of vehicles from travels, once the vehicles in OSB have been used to the maximum age permissible for vehicles.
		The strong call	

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	<i>.</i>	DETAILED AGENDA	DECISION TAKEN
-	Ratification of the proceedings of the Management Committee meeting of the SAHAYA;	The proceeding of the Management Committee meeting of the SAHAYA, Cuttack which was held on 21.12.2019 is placed before the Working Committee for discussion and	proceedings.
05	Ratification of the proceedings of the CRCBB Cuttack.	ratification.(Annx-4) The proceedings of the Managing Committee meeting of the CRCBB Cuttack which was held on Dt. 03.03.2020 is placed before the Working Committee for discussion and ratification (vide Annexure- 3)	The Chairman, Blood Bank placed the Proceedings of the Managing Committee of CRCBB, Cuttack for discussion. The Working Committee approved the estimated budget for the financial year 2020-2021 and Actual receipt and Expenditure for the financial year 2019-2020 of Central Red Cross Blood bank, Cuttack,
		The important points that need discussion are: 1. Conversion of the conditions of service of four staffs working on daily wage basis from daily wages to yearly contractual basis providing for a break in contract; or, to outsource their services 2. Permission to fill up the vacant post-Medical Officer- 1 post, Technical Supervisor-1 post, Laboratory Technician-2 Post, Staff Nurse-1 Post, Attendant- 1 Post, Office Peon-1 Post, Data Entry operator- 1 Post may be accorded. The Managing Committee of the Blood Bank has decided to create the following additional posts: a) Medical Officer - 2 posts. b) Assistant Quality Manager - 1	 The services of staff working on daily wage basis shall be outsourced following all procedures laid down by Government. The services of staff required shall be outsourced following all procedures laid down by Government.

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- c) Staff Nurse 4 posts
- d) Lab Technician 4 post.
- e) Attendant 2 posts.
- f) Sweeper 2 posts.
- g) Data Entry Operator 2 posts.
- To increase the upper age limit of the Contractual Doctor from 68 years to 70 years vide Govt order no HFW-MSI-ESTT-0078-2019/22396 of 06.09.2019.
- 4. It needs be stated that the Doctors in the Blood Bank have continued for a period ranging from three years to eight years without an Agreement and/ or Terms and conditions of service. The IRCS Rules envisages a two year tenure at a time. (Copy enclosed)
- 5. Besides, all Medical Officers being Class I officers, their appointment needed to be done / approved by the office of the President IRCS, OSB the Hon Governor of Odisha. This has not been followed in any of the engagements made thus far.
 - It is suggested that a specific terms and conditions and tenure be made mandatory.
- To raise the remuneration of contractual doctors to 55,000/ - per month and for SMO to 57,000/- per month.

A file for rationalization of pay of all Officers in OSB and its Allied Units has been moved to the office of the President, in order to correct the anomalies of the Honorarium of the officers in the State Branch drawing far less than that of the Allied Units (Blood Bank).

The working Committee may consider any

- The Committee approved the proposal to increase the age of doctors on contract to 70 years.
 The Committee approved the proposal
 - 4 & 5 All Class 1 appointment, including that of the Director, shall be routed through the Chairman, Working Committee to the Hon Governor and President, IRCS for approval.

Remuneration to doctors in the Blood Bank shall be in line with the pay structure of Retired /
Contractual Doctors in

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light of enhancement the such in rationalization. Besides, the, Chairman of a Blood bank, whose tenure ended on 12.07.2020, has been allowed to continue until a new chairman is positioned. The present incumbent has not been provided with any serious needs which honorarium, consideration. Honorarium paid to different position of IRCS OSB is at Annex 3-A

- Sanction of performance incentive @ 10% to the contractual doctors.
- Repair and renovation of the staff quarters.
- Appointment of Senior Medical Officer (SMO)
- 7. Proposal shall be sent to the H&FW department for consideration
- 8. The proposal was not accepted by the Committee
- 9. The Chairman, Blood Bank complained that the SMO, Dr. (Mrs) K. Dei was terminated by the Hon Secretary, OSB, as of 31.08. 2020, she having continued in the Blood Bank for over eight years and now having attained the age of 68 years.

That Government of Odisha had permitted doctors to continue till the age of 70 years, which was not taken into consideration.

The Secretary, OSB clarified that her decision was based on an earlier decision of the Working Committee of IRCS, OSB. She further suggested that the Blood Bank should invite fresh applications for the post; and, Dr K. Dei, too, could apply afresh. Working Committee agreed to

Working Committee agreed to the proposal of the Secretary, IRCS, OSB.

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		10. Other matters mentioned in the proceedings of the 166th Managing Committee Meeting.	The Working Committee ratified the other points in the proceedings. Further Chairman, CRCBB Cuttack raised the issue relating to the expansion of SCB Medical college and Hospital, causing the demolition of the building of CRCBB Cuttack. ACS H & FW dept assured to take up the issue and to include the renovation of
			CRCBB Cuttack in the proposed project.
06	Appointment of Auditors and fixing of remuneration to Audit the accounts of IRCS-OSB	The Working Committee, Dt. 17.12.2019, Ms. Brahmananda & Co have been selected by the IRCS-OSB through a selection procedure inviting fresh application. They are engaged to	The Committee approved the engagement of the Auditors.
	and its allied units for the year 2019-2020.	Audit the accounts of IRCS-OSB and its allied units. Their engagement and the remuneration at (Annex-5) May be approved.	
07	Appointment of Finance Officer at IRCS OSB.	IRCS, OSB has no dedicated Accounts Officer. The State Branch that came into being in 1936, has, over the years grown slowly and steadily. The State Branch has now over Rs.16.00 crores in deposits; and another Rs.5.42crores of the Maintenance Corpus Fund. OSB transacts over Rs.6.00 crores annually, including the expenses incurred by the Youth, Junior Red Cross and the funding from the National Headquarters. Should the proposed new building become a reality, OSB would earn over 50 lakhs every month. There is an urgent need for a Finance Manager / Accounts officer on deployment from Government, who can handle the accounts of the State Branch in lines with the OGFR and	The Working Committee approved the proposal; and, ACS, H&FW assured to take suitable action in this regard.

T		the Orissa Treasury Code. The matter may be	
		considered and approved.	
+	Companyation of Pod Cross	The Working Committee meeting held on	
	Construction of Red Cross Bhavan inside the Red Cross premises	17.12.2019 approved, in principle, demolition of the present building and to construct a multistoreyed building (G+6) inside the Red Cross premises. The estimated cost of one Block will be around Rs.18 crores for construction of approximately 1, 00,000 sq feet (area). The cost will be met out partially from OSB's own resources, and partially from prospective Lessees, like Canara Bank and other sources. A demand survey will be undertaken by IDCO in order to make available resources from the market. Based on an earlier decision, IRCS-OSB had moved IDCO, Bhubaneswar, who, following all procedures are in the process of finalizing the architect. Besides, the present warehouse will be renovated and extended to meet the requirements for use as a Regional warehouse. The National Head Quarters, IRCS New Delhi has been requested to lend	The Committee approved the proposal and suggested that a prior survey should be made to utilize the available space to its maximum capacity.
9	Notional Pay fixation of the Employees regularized during the year 2018	financial assistance in this regard. The Working Committee, in its meeting of 29.12.2017, had approved regularization of service of some employees of IRCS-OSB and its allied units. Accordingly, the services of employees who had completed 10 years' service were regularized. However, the service benefit in the shape of Notional pay fixation from the date of completion of 10 years of service has not been extended, which may be considered and approved. The list of the employees and the financial implication is placed at Annex 6.	Additional Secretary, Finance pointed out that a legal opinion was to have been sought on this issue in the meeting held on 29.12.2017. In the absence of such an opinion, in further discussion can be held.
0	Implementation of the 7 th pay for the employees of IRCS OSB and its allied units.	The Working Committee of 17.12.2019, in Principle approved the implementation of 7 th pay structure for the regular employees of IRCS-OSB. It was further was decided to place the financial implication and other details before the Working Committee for further	for consideration and approval, alowith the Financial outgo each year.

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		discussion. The State Government employed have received their salary from January 0.2016 in the light of the 7th pay Revision of Pay. The proposal along with financial implication is placed for consideration and approval from 01.04.2019, in a phased manner. (Anne 7-A)	n m
11	Regularization of Services of Contractual Employees	The Working Committee held on 17.12.2019 in principle had approved regularization of contractual employees of IRCS, OSB and its allied Units. The Secretary was directed to place the complete data relating to the total number of eligible contractual staff, the financial implication and other details for discussion on regularization of contractual engagement on completion of six years of service. The proposal along with financial implication is placed for consideration.(Annex 7-B)	out that a legal opinion was to have been sought on this issue in the meeting held on 29.12.2017. In the absence of such an opinion, no further discussion can be held. ACS, H &FW further reiterated the need for rationalizing the staff requirement, post computerization of the office. As far as possible the services of contractual staff should be outsourced, so as not to increase the burden on Government Resources in
12	Representation of State Branch in the District Red Cross Branches of IRCS-OSB. For smooth monitoring of the District of the District level activities.	The District Branches of IRCS-OSB are administered by the regulation of District Branch incorporated in the IRCS-OSB Rule 1990. The Executive Committee of the District Red Cross Branches (DRCB) is at Annex 8. The State Branch has no representation in the said Committee. Most of the District Committees are not following the Rules in principle. The Executive Committee Proceedings, Audited Statements are also not communicated to the IRCS-OSB. It is proposed to nominate as permanent Member, the Honorary Secretary or her/ his representative as a member of the Executive Committee of DRCB, which may be approved.	the long run. Action required at the District Branches should be listed and sent to every district, a copy of which shall be sent to the H&FW department, suggesting the intervention required from the Department.

1	AGENDA NOTE	DETAILED AGENDA	
	Reconstitution of the Managing Committee of SAHAYA.	The Working Committee of 11.08.2015 had approved reconstitution of the Managing Committee of the SAHAYA. The term of the Committee was for a period of three years; or, until new members are nominated, whichever is later. The present Committee was constituted vide Letter No 974 01.06.2016 of	DECISION TAKEN The proposal was approved. Honorary Secretary was advised to submit a list of members for approval of the Chairman, Working Committee.
14	Enhancement of Annual Grant from Rs. 1 Lakh to Rs. 3 Lakh for SAHAYA.	Honorary Secretary, IRCS. SAHAYA is an Organization registered under the Department of Social Security and Empowerment of Persons with Disabilities (SSEPD). The Organization is getting its grant from both the State and Central Ministries of SSEPD. Besides, IRCS, OSB has been providing them an assistance of Rs 1, 00,000/- based on an earlier decision of the Finance Standing Committee of IRCS, OSB. An additional Rs 2, 00, 000/- has been provided as Grant in 2018 – '19, over and above the normal Grant without any specific decision by the Working Committee. This year again, SAHAYA has sought a loan of two lakhs, citing COVID as an excuse. The amount will be adjusted once their Grant from the Ministry of SSEPD is received. The Secretary, SAHAYA in her letter 17th July 2020 has requested OSB to enhance the Annual Grant from Rs. 1 Lakh to Rs. 3 lakhs. Every year there is a burden of 10% matching grant amounting to Rs. 3, 49, 820/-, for SAHAYA to avail the grant of Rs. 35 lakhs from the Ministry of Social Justice and Empowerment. In addition the organization incurs an additional	The Committee decided that IRCS, OSB shall enhance the grant to SAHAYA from Rs 1.00 lakh to Rs. 3.00 lakhs every year.
		In my opinion, multiple sources of funding would make difficult any attempt at Accounting	

	and Accountability. Besides, IRCS, OSB itself	
	depends on Grants and donations from different	
	source to meet its own requirements.	
Reconstitution of the Managing Committee of Central Red Cross Blood Bank, Cuttack.	Cross Blood Bank, Cuttack which has completed its normal tenure from 12.07.2020, need to be reconstituted. The last Committee consisted of the members, list of which is placed at Annexure 10. The Administrative control and movement of all Administrative acts and actions of the Blood Bank should vest with the Hon Secretary IRCS, OSB, allowing for the three doctors to concentrate on their area of work, which is their area of expertise The suggestion is placed for consideration and	The proposal to reconstitute the Managing Committee should be forwarded the H&FW department immediately.
Creation of post for Thalassemia Unit	approval. CRCBB Cuttack has maintained a day care unit for Thalassemia Patients and the approval for Thalassemia unit under clinical Establishment Act is in final stage. For this there is a need for separate medical and paramedical staff for Thalassemia unit. The following posts are being sought to be: 1. Medical Officer – 1 2. Staff Nurse – 3 3. Attendant – 2 4. Sweeper – 1 The remuneration proposed for these posts may be finalized at par with the CRCBB Cuttack employees. It is suggested that the Director of State Blood Transfusion Council may be involved in these	

2000	DETAILED AGENDA	DECISION TAKEN
AGENDA NOTE stablishment of a Blood storage Center inside premises of IRCS OSB	Bhubaneswar is a city of one million people and is a medical hub for surrounding districts. Many persons from outside Odisha also surrounding on Bhubaneswar for treatment.	
18 MMU UNIT	The Maintenance corpus fund MCF statute of 18.03.2011 has created the Maintenance Governing Body as a part of IRCS-OSB, for Maintenance of the 65 cyclone shelters, which were constructed during the two phases of the ODMP with the support of	he will take up this issue with the SRC and MD, OSDMA.

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German Red Cross/KFW. The Maintenance & Management Unit was formed to oversee major repairs of these shelters on a long term basis, and, for social mobilization in the shelter Communities. The MCF Statute had specified certain positions in the MM Unit, their salary and honorarium being met from the accounts of OSB. Contrarily, the salary of the staff of the Unit was being met out of the MC Funds from the Financial Year 2016-2017 an amount of Rs.8, 31,000/- in 2017-2018 an amount of Rs. 22,19,000/- in 2018-2019 an amount of Rs. 15,64,254 and in 2019-2020 an amount of Rs13,93,320 has been recorded against salary of Staff of MMU (One Project Coordinator, One Project manager(social Mobilisation and One Construction officer).

The Project funded by the German Red Cross has been wound up in January 2018; and, all assets and liabilities have been passed on to OSB. All 65 shelters built in the two phases of the Orissa Disaster Management Program (ODMP) have been handed over to the Communities concerned; and headed by the Sarpanches who act as Secretaries.

The monthly expenditure being booked to IRCS, OSB from April 2020 stands at rs 1,06,700 what was only Rs. 52,500 in the initial recruitment of the of the three staff (Project Coordinator, Social Mobilization Officer and Construction Officer) staff of MM Unit in 2014-'15.

The matter is placed for discussion and advice.

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AGENDA NOTE	DETAILED AGENDA DECISION TAKEN
AGENDA NOTE	The working Committee held on 10.08.2009
	allowed for opening of Jana Ausadhi Stores in
JANA AUSADHI	the CAMPUS OF THE RED CROSS to make The proposal was accepted by the
	available quality generic drugs at much Committee; and, actions suggested in
	cheaper price (Annex 11). Based on a request the agenda were approved.
	from the Indian Red Cross Society, IRCS-OSB,
	the Health and Family Welfare Department
	the Health and Fainty was had permitted to start Jana Ausadhi Store at
	had permitted to start Jana Planta Planta Indiana had permitted to start Jana Planta Indiana Pla
	State Capital, 30 districts and other important College and
	points like MKCG Medical College and
	Hospital. As of date, only one store is
	functioning at Red Cross premises with two
	volunteer pharmacists. There was an earlier
	decision of the WC of 11.09.2014 not to sign
	any MOU for Jana Ausadhi. (Annex 12).
	The income and expenditure of Jan Aushaudi
	for the last 10 years is placed at annexure 13.
	The salary of the two 'volunteer -
	pharmacists' is being drawn from the sales
	proceeds of the Store from the current
	Financial Year.
	In between these intervening years, a
	perception has been floated in IRCS, OSB,
	making JAS an allied Unit of the OSB,
	although, the WC had in 2014 decided not to enter into any contract / MOU with JAU.
	Based on such an erroneous perception, the
	two pharmacists have availed of all benefits
	extended to the staff of OSB. These need to be
	withdrawn.
	All such benefits thus availed should be
	recovered from the account of JAS and
	credited back to the OSB account.
	This may please be approved.

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AGENDA NOTE	DETAILED AGENDA	DECISION TAKEN
	Proposal to fix the PERDIEM for the staff	
Fixation of the per-diem	members may be approved and discussion	
for the employees of IRCS	may be made on the following proposals.	
OSB		
	A. Honorary Secretary, Treasurer, Joint	The proposal was approved by the
	Secretary, YRCO and JRCO may be	Committee.
	allowed a PERDIEM of Rs 3000/- per	Committee.
	day for out of the state journey and	
	Rs 500/- per day inside the state for	
	any journey beyond 100 KM.	
	B. All other category of employees	
	including the project staff will	
	receive a daily per-diem of Rs 300/-	
	per day for any journey beyond 100	
	KM.	
	C. In addition to this they will also be	
	reimbursed the actual Hotel Bill for	
	the stay.	
	he permitted to dispose of al	1
Disposal of Unu	1 stores retrieved from the	e
21 Vehicle and the so	warehouse in thoroughly damaged condition	
materials	Besides, there are 04 vehicles, license for	The proposal was approved by the
	which cannot be renewed owing to the age of	of Committee.
	the vehicle/s concerned.	
	These vehicles are lying out in the open ar	nd
	have been completely damaged. OSB may b	
	allowed to dispense with /auctioned the	
	vehicles, following all due procedures.	
	A Committee consisting of the Joint Secretar	ry,
	the Treasurer and the Establishment Office	
	in charge may be allowed to complete t	
	process before the end of this financial ye	[[[[[] [[] [[] [[] [[] [] [] [] [] [] []
	given the present, prevailing circumstance.	

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AGENDA NOTE	DETAILED AGENDA	DECISION TAKEN
her matters, if any.	Payment of ex- gratia to the family members of late Prakash Chandra Senapati, YRC counselor, and, frontline worker of IRCS OSB in Koraput district	Hon Secretary, IRCS OSB, proposed that a sum of Rs 1.00 lakh may be provided to the family of the Counsellor, who died at a very youn age of 42. The Committee accepted the proposal. ACS, H&FW suggested that a Grown Insurance for the YRC Counsellors the State in line with the scheme provided for the ASHA workers of & FW department would beneficial to the Counsellors.

ADDITIONAL AGENDA

	1	Details	
Al No Agenda		Different Civil Construction works have been undertaken towards renovati	ion, repair and
23	Repair,	maintenance of buildings of IRCS OSB and DPTC Buildings during the FY 2019	
	Maintenance	SN NAME OF THE WORK	AMOCITI
	renovation of Buildings	1 Repair and renovation of existing boundary wall and other	72,585/-
		miscellaneous works in the premises of IRCS-OSB(1st R/A Bill Repair & renovation of the existing car garage for converting	2,90,122/-
		in to a First-Aid Centre in IRCS-OSB (1st running bill) Repair and renovation of existing garage for converting into a First-Aid Centre in IRCS-OSB(2nd and final bill)	3,44, 684/-
		First-Aid Centre in IRCS-OSB(2 and Mila only) 4. Replacement of main entrance grill gate in front of IRCS-OSB	99,927/-
		5. Providing Aluminum partition wall and cubical for YRCO, JRCO & other staff in the premises of IRCS-OSB	1,24,582/-
		6. Electrification to the drivers-sitting area near main entrance of IRCS-OSB, washing room cooking room, store area in DPTC(unpaid)	50,130/-
		7. Electrical installations wirings etc.in newly renovated First Aid Centre (Unpaid)	2,18,650/-

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	01	Repair renovation of boundary wall & other misc. work including repair of FCC unit, asbestos, grill in the premises of IRCS-OSB(2 nd & final bill) (unpaid)	1,35,244/-	
		Total:-	13,35,924/-	
		DPTC		
		Repair & renovation of Kitchen Area, behind of DPTC in	1,33,652/-	
		IRCS-OSB(1" running bill)	1.92.026/	
		Repair & Renovation of Kitchen Area behind of DPTC, in	1,83,036/-	
		IRCS-OSB(2 nd and final bill)	0.16 (99)	
		Total	3,16,688/	
	Post 4	Post facto approval for the work undertaken during the year 2019 – '20 is requested		
	Post	e is approved, subject to the outcome of the Special Audit by the	H&FW dept	
The payment for th	ie abov	e is approved, subject to		
		Details		
Agenda		A UOI note to appoint Dr. Binayak Prasad Prusty as Full tim	e Director, B	
Appointment o	of	Bank was submitted by the then Honorary Secretary, IRCS-OS	B. The then	
Director and Senio	or	Bank was submitted by the then Hollorary section, Minister Health & Family Welfare and Chairman, World	king Commi	
Medical	at	Minister Health & Family Wellare and Charles	asad Prusty,	
CRCBB, Guttack		approved the same on 30.11.2018. Accordingly, Dr. Binayak Prasad Prusty, (
		Honorary Secretary of IRCS-OSB) was appointed as Director, CRCBB, Cut		
		vide office order number 162/RC 44/ 19 / 04.02.2019. No term	5 mid comm	
		or, tenure were specified in the note sent to the Chairman.	' la saba a	
		The Service Rules for the Employees of the IRCS-OSB provides the so		
		of recruitment for the post of Director CRCBB Cuttack. Section	on 5 of the	
		clearly speaks of the composition of the cadre, which include		
		Director, CRCBB, Cuttack; Section 6 & Section 7 deals with		
		process of recruitment. The post is required to be filled up by way of select		
		through a Committee constituted by the Executive Committee of the St		
		Branch, for a period of two years only. (Copy enclosed).		
		The procedure framed in the Rules of IRCS, OSB has not bee	n followed i	
		appointment of Dr. Binayak Prasad Prusty, as Full time Directo	r.	
		Dr. Prusty has not signed any Contract with IRCS-OSB li	ke other Me	
		officers have.		

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any review of his work, at remuneration of Rs. 50,000/- per month and free accommodation in the Blood Bank Campus.

A new Director to the Blood Bank may please be suggested for appointment for a period of two years.

The advice of the Working Committee is requested in this direction.

The matter may be referred to the H&FW dept. for an appropriate decision in the matter.

Minutes of the meeting APPROVED

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Hon Minister, Health & Family Welfare

Chairman, Working Committee, IRCS, OSB

Minister Health & Family Welfare Odisha