

Proceedings of the meeting of the Executive Committee of the Indian Red Cross Society, Orissa State Branch held on 16th April, 2008 at 10.30 AM in Raj Bhawan, Bhubaneswar.

The meeting of the Executive Committee of the Indian Red Cross Society, Orissa State Branch was held at Raj Bhawan on 16th April, 2008 at 10.30 A.M. His Excellency, the Governor, Orissa and the President of the Indian Red Cross Society, Orissa State Branch presided over the meeting. The list of members present is placed at Annexure-A.

At the out set, the Executive Committee condoled the death of Sri A.N. Tiwari, an eminent member of the Executive Committee, and paid tribute to his memory.

Thereafter, the Honorary Secretary, Indian Red Cross Society, Orissa State Branch extended warm welcome to His Excellency, the Governor of Orissa and the President of the Indian Red Cross Society, Orissa State Branch, the Vice Presidents, members of the Executive Committee and the Special invitees.

He stated that the State and District Branches Branch planned and implemented programmes and activities to progress towards the mission of the Red Cross i.e., "To improve the lives of vulnerable people by mobilizing power of humanity" in accordance with the Strategy 2010 of the International Federation of Red Cross and Red Crescent Societies and the Strategic Development Plan of the Indian Red Cross Society. He mentioned that achievement in membership enrolment during 2006-07 was 5,59,370. There was an overall increase of 54,471 in membership and it was satisfactory. He also stated that the State and District Branches mobilized funds to the tune of Rs. 4,54,30,866 during the year. The fund raising was also satisfactory. The activities of the State and District Branches were focused on five core areas such as Disaster Response, Disaster Preparedness, Health and Care in the community, Promotion of Fundamental Principles and Humanitarian Values and Branch Development. However, the implementation of these activities needed more systematic efforts and professional

approach to make the programmes effective. He highlighted the major achievements of the District Branches in general and about Annual Action Plan, constitution and holding meetings of Executive Committee, Annual General Meeting, preparation and approval of budget, audit of respective accounts, construction of Red Cross Bhawan for accommodation and enrolment and fund raising.

A booklet containing the overview, briefly describing the activities, of the Orissa State Branch during 2007-08 was circulated to the members of the Executive Committee. He brought to the notice of the Committee the significant activities, events and achievements which were as follows:-

- Emergency response in disaster situations
- Disaster Preparedness activities.
- Voluntary blood donation campaign
- Establishment and functioning of Medicine Banks.
- Formation of Block Chapters.

Thereafter His Excellency the Governor, Orissa and the President of the Indian Red Cross Society, Orissa State Branch addressed the Executive Committee. He mentioned that it was a matter of great pleasure for him to preside over the meeting for the first time. He extended his good wishes to all the members and expressed happiness for support and cooperation of members in continuing humanitarian activities of the Society. He lauded the progress and achievements of the State Branch, which has brought appreciation and acknowledgement by the Indian Red Cross Society, National headquarters for good work. He wished that it would boost the spirit to move ahead and achieve lot more success in rendering selfless service to the needy and distressed. He congratulated the State and District Branches for significant work done for enrolment of members and fund raising. He expressed his concern that there are certain branches where membership drive was not satisfactory though they possess enough potential and suggested them to adopt innovative measures to increase membership. He emphasized for regular meetings of the Executive Committee and the Annual General Meeting of members in each branch. He stressed

the need for organizational development of the branches for programme sustainability and to focus on core areas to improve the quality of humanitarian service. He appreciated the functioning of 27 medicine banks and appealed to the remaining districts branches to take steps on priority basis to open such banks in their respective districts. He wished that awareness campaigns, voluntary blood donation and health camps should be organized regularly to benefit the community. He also called upon the members to continue their involvement in the activities of the society with dedication to achieve excellence.

Thereafter agenda items were taken up for consideration

Item No.1 Confirmation of the proceedings of the last meeting of the Executive Committee held on 17th March, 2007.

The proceedings of the last meeting of Executive Committee held on 17-3-2007 was confirmed

Item No.2 Review of action taken on the decisions, observations and suggestions of the last meeting held on 17th March, 2007.

The action taken report on the decisions, observations and suggestions of the last meeting of the Executive Committee held on 17th March, 2007 was considered by the Executive Committee and accepted.

Item No.3 Ratification of the decisions of the Working Committee of the Indian Red Cross Society, Orissa State Branch taken in its meetings held on 8.3.2007, 31.7.2007 and 2.12.2007.

The Executive Committee ratified proceedings of the meetings of the Working Committee held on 8th March, 2007, 31st July, 2007 and 2nd December, 2007

Item No. 4 Ratification of the decisions taken by the Working Committee of the Youth Red Cross in its meeting held on 6th March, 2007.

The Executive Committee ratified decisions taken by the Youth Red Cross Working Committee in its meeting held on 6.3.2007.

Item No. 5 Ratification of the decisions taken by the Working Committee, Junior Red Cross in its meeting held on 14th March, 2007.

The Executive Committee ratified the decisions taken by the Junior Red Cross Working Committee in its meeting held on 14-3-2007

Item No.6 Consideration and adoption of the Annual Report on the activities of the Indian Red Cross Society, Orissa State Branch and District Branches for the year 2006/07.

The Executive Committee considered and approved the Annual Report on the activities of the State and District Branches for the year 2006/07 along with Audited Statement of Accounts and the Balance sheet showing assets and liabilities as on 31.3.2007 which was duly approved by the Working Committee on 2-12-2007. The Executive Committee recommended to place this report in Annual General Meeting of members for approval and adoption.

Item No. 7(I) Consideration of the representation of Dr. S.K.Rath, Ex senior Medical Officer, Central Red Cross Blood Bank, Cuttack for voluntary retirement with effect from 19/4/2005 instead of resignation.

1. Dr. S.K. Rath, who worked as Senior Medical Officer of the Central Red Cross Blood Bank, Cuttack submitted his resignation on 19-4-2005. He had rendered service for more than 25 years. He had attained the age of 58 years in the year

2004 and was allowed to continue till the age of 60 years as provided under the Rules. Dr. S Rath represented that he tendered his resignation by mistake instead of asking for voluntary retirement, as he did not know the difference between voluntary retirement and resignation. Consequently he has been deprived of the usual retirement benefits. His case was placed before the Sub-Committee for consideration and the Sub Committee advised the matter to be placed before the Executive Committee for consideration as it was an individual appeal for consideration of a mistake committed owing to lack of awareness. The Executive Committee considered the matter and decided to treat the case as voluntary retirement and to extend sanction of terminal benefits of gratuity and encashment of unutilized earned leave in favour of Dr. S.K. Rath.

Item No. 7(2) Consideration of the case of Ms. Kumudini Rath, Ex A.N.M. of Red Cross Dispensary for encashment of unutilized earned leave

Mrs. Kumudin Rath worked as ANM under the Indian Red Cross Society, Orissa State Branch and rendered service for 24 years, 7 months and 29 days. She resigned from service on grounds of family problems on 19.11.2004 and her resignation was accepted. She had 216 days unutilized earned leave at her credit on the date of resignation. She represented for encashment of unutilized leave which was not permissible under Indian Red Cross Society, Orissa State Branch (R&CS) Rules, 2001. The matter was placed before the Sub Committee constituted under Rule -7 who recommended to place it before Executive Committee for decision. Executive Committee considered the case. A view emerged in the course of discussion that resignation should not be construed as a punishment to deprive an employee of the benefits. An employ^{ee} who has put in minimum 10 years of service should be allowed to get all retirement benefits even on resignation. She should be allowed retirement benefits such as gratuity and leave encashment. It was also decided to amend the service condition rules to allow full benefit even on resignation when an employee has put in minimum ten years of satisfactory service.

Item No. 8: Appointment of Chartered Accountant for Audit of the accounts of the Indian Red Cross Society, Orissa State Branch for the year 2007/08.

The proposal to appoint M/S.SRB Associates Chartered Accountants to audit the accounts of the Indian Red Cross Society, Orissa State Branch for the year 2007-2008 on a nominal audit fee of Rs. 5,000/- was approved by the Executive Committee.

Items No. 9 Consideration and approval of the recommendations of the Sub Committee constituted by the Executive Committee under Rule 7 of the Indian Red Cross Society, Orissa State Branch (R&CS) Rules, 2001

9.1: Consideration of the representation of Smt. Gourimani Biswal for absorption in a post on time scale of pay as per directive of the Hon'ble High Court of Orissa in OJC No. 15046/1996.

The Executive Committee considered the representations alongwith the directive of the Hon'ble High Court of Orissa, the views expressed by the Sub Committee and the service profile of Mrs. G Biswal. The Committee observed that She is a physically challenged person. The degree of disability is 85% and of permanent nature. She has already put in 15 years of service. The Committee decided to absorb her in the existing vacant post of Junior Asst.-cum-Typist carrying time scale of pay of Rs. 3050-75-3950-80-4590 with effect from 20th August, 2007 i.e., the date of direction of the Hon'ble High Court of Orissa, on purely humanitarian grounds and in relaxation of provisions of the Indian Red Cross Society, Orissa State Branch (R & CS) Rules, 2001 keeping in view her disability. This case should not be cited as a precedent case in future.

9.2 Consideration of the case of Sri Umesh Chandra Sahoo for absorption in a class IV post on regular scale of pay.

Shri Umesh Chandra Sahoo is working as an Attendant on consolidated remuneration since 25.3.1991. His present age is 51 years. He is an ex-service man. He has put in 16 years of service in the mean time. The Sub Committee recommended for enhancement of consolidated remuneration to Rs. 2550/- with effect from 01.04.2006. He did not accept the offer and declined to sign annual service contract.

The Executive Committee considered his case. Keeping in view that he was an ex-service man, has put in 16 years of service in the meantime and attained the age of 51 years and decided on humanitarian grounds to absorb him against an existing vacant class IV post on time scale of pay of Rs. 2550-55-2660-60-3200 with effect from 01.04.2006.

It was also decided as a policy that all other employees on consolidated remuneration who have attained 50 years of age or put in at least 10 years of continuous service should be considered for absorption against available posts carrying identical time scale of pay.

9.3 Recruitment of Accounts Officer for the Central Red Cross Blood Bank, Cuttack.

The proposal for filling the post of Accounts Officer in the Central Red Cross Blood Bank, Cuttack was discussed. The Sub-Committee had recommended that the post of Accounts Officer in Central Red Cross Blood Bank should be filled by promotion taking into consideration the cases of candidates with appropriate qualification and work experience in the organization.

The Executive Committee considered and approved to amend the provisions of Rule 8 of the Indian Red Cross Society, Orissa State Branch (R&CS) Rules.

2001 by addition of the following provision under sub-rule (a) below the existing provisions to enable to fill the post of Accounts Officer by promotion when candidates with appropriate educational qualification and work experience are available within the organization.

"Provided that the post of Accounts Officer appearing under clause (a) of class II of Rule 5 relating to composition of service shall be filled by promotion when candidates with appropriate educational qualification and work experience are available within the organisation".

In response to a query of Dr. J. Mohapatra, member, relating to minimum educational qualification for the post and whether a post of Accounts Officer is justified for the State Branch the Honorary Secretary clarified that the Sub Committee is competent to decide the minimum educational qualification and work experience taking into consideration the job requirements of the position. The minimum educational qualification cannot be less than a graduate in commerce with knowledge in computer application. Higher educational qualification like post graduate degree in commerce, Chartered Accountant or inter in cost accountancy may be preferred. The volume of transactions in Indian Red Cross Society, Orissa State Branch is more on account of projects. One post of Accounts Officer is being operated under ODMP Phase-II. There may not be any necessity of such a post after closing of project.

9.4 Recruitment of Personal Assistant for the Honorary Secretary of the Indian Red Cross Society, Orissa State Branch.

The proposal for recruitment of Personal Assistant to the Honorary Secretary was considered. The Indian Red Cross Society, Orissa State Branch (R&CS) Rules, 2001 provide that the post is to be filled up by promotion. No senior or junior stenographer is available among existing employees. The Sub-Committee recommended to operate the post at the level of Personal Assistant

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and to amend Rule (9) and (10) of the Indian Red Cross Society, Orissa State Branch (R&CS) Rules, 2001 as follows for filling the post by direct recruitment.

- (i) "In sub rules (1) of rule 9 after the letter (g) the letter (h) shall be inserted"
- (ii) "In sub rule (1) of rule 10 the letter (h) appearing after letter (a) shall be deleted."

The proposed amendments were approved by the Executive Committee.

9.5 Enhancement of honorarium of the Joint Secretary of the Indian Red Cross Society, Orissa State Branch.

The proposal to enhance the honorarium of Joint Secretary was discussed. It was decided to enhance the honorarium of the position of Joint Secretary to Rs.6000/- per month.

9.6 Enhancement of dearness allowance for Red Cross employees.

The proposal to enhance the dearness allowance of Red Cross employees as per the recommendation of Sub Committee shown below was discussed.

- (i) Sanction of 71% of the basic pay (existing 55% + 16%) as dearness allowance for employees on time scale of pay.
- (ii) Sanction of 3.75% of the consolidated remuneration as inflation cost for the employees on consolidated remuneration.
- (iii) The benefit of enhancement of dearness allowance and sanction of inflation cost to be extended with effect from 01.04.2007.

The Executive Committee accepted the recommendation and approved sanction of 16% additional dearness allowance for employees on time scale of pay and 3.75% additional inflation cost for the employees on consolidated remuneration with effect from 01.04.2007.

9.7 Creation of 3 posts of Laboratory Technician, 1 post of Quality Management Officer and 1 post of data entry operator for the Central Red Cross Blood Bank, Cuttack.

The Executive Committee considered the recommendations of the Sub Committee for Creation of various posts in the Central Red Cross Blood Bank, Cuttack as per the standard of staff structure of blood banks prescribed in the guidelines issued by the Ministry of Health & Family Welfare, Government of India in 2003 and the standards for Blood Banks and Blood Transfusion services issued by the NACO in 2007 and approved creation of the following posts.

- (i) Creation of 3 additional posts of Laboratory Technician to be filled up on contractual basis on consolidated remuneration of Rs. 4000/- per month.
- (ii) Creation of one post of Quality Management Officer on time scale of pay of Rs. 6500-200-10,500/- to be filled as such.

In the event of non availability of a suitable candidate the post could be operated on consolidated remuneration of Rs. 12,000/- per month and a retired doctor could be engaged upto 65 years of age in relaxation of provisions of the service condition rules.

- (iii) Creation of one post of Data Entry Operator to be filled up on contractual basis with a consolidated pay of Rs. 4000/- per month.

9.8 Recruitment Junior Red Cross Officer.

The Executive Committee considered and approved the recommendation of Sub Committee to enhance the consolidated remuneration to Rs. 10, 000/- per month for the post of Junior Red Cross Officer on contractual basis. It was also decided that the service contract can be renewed after every two years.

Item No. 10 : Consideration and approval of actual receipts and expenditures for the year 2007/08 up to 31.01.2008, Revised Estimates for the year 2007/08 and the Budget Estimate for the year 2008/09.

The Executive Committee considered and approved the actuals of receipts and expenditures for the year 2007/08 up to the end of 31st January, 2008, Revised Estimates for the year 2007-08 and Budget Estimates for 2008-09 in respect of the following accounts of the Orissa State Branch.

- Revenue Account
- Capital Account
- Disaster Preparedness Training Centre Account

Item No. 11: Consideration and approval of the Annual Action Plan for the year 2008/09.

The Executive Committee considered and approved the Annual Action Plan of the Indian Red Cross Society, Orissa State Branch for the year 2008-09.

Item No. 12 : Approval of the Action Plans for 2008 of the programmes under "Project Approach".


The Executive Committee considered and approved the Annual Action Plan for 2008 and budget of the following programmes under project approach being implemented by the Indian Red Cross Society, Orissa State Branch.

- i. Orissa Disaster Mitigation Programme, Phase II (2003-2008)
- ii. Disaster Management Programme
- iii. Community Based Disaster Preparedness Programme in Puri District
- iv. Health, water and sanitation project Phase-II

Item No. 13 : Any other matter

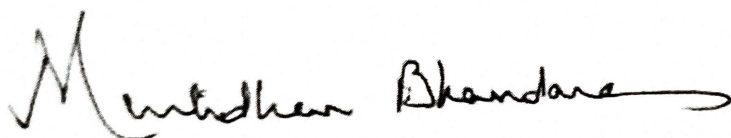
The Chairman, Bargarh District Branch suggested that membership subscription under all categories should be doubled. This matter falls under the purview of IRCS, National Headquarters. The suggestion will be communicated to the Secretary General, Indian Red Cross Society, National Headquarters.

The meeting ended with a vote of thanks to the Chair.


R. Das 28/4/2008

Honorary Secretary

Indian Red Cross Society,
Orissa State Branch



Murlidhar Chandrakant Bhandare

His Excellency, the Governor, Orissa

&

President,

Indian Red Cross Society,

Orissa State Branch