Minutes of the 28th Annal General Meeting

Day & Date: Saturday, 13th August 2022 Time: 4:00 PM Venue: AERB Auditorium, Niyamak Bhavan "B", Anushaktinagar, Mumbai – 400094.

EC Members on Dias: Shri S.K. Mehta, President, Dr V.K. Manchanda, Vice President, Shri S.K. Malhotra, Secretary and Shri G.D. Mittal, Treasurer.

Since there was no quorum at 04:00 pm, the meeting was adjourned for half an hour. Accordingly, the Meeting commenced at 04:30 pm.

Shri Malhotra opened the meeting by welcoming the attendees. He requested Dr S. Gangotra to take down the minutes. Shri Mehta gave the Presidential address. He spoke about the major activities, like the newsletter, activities relating to income tax dues, matters with the charity commissioner, organising the INS Conference (INSAC-2022), organisation of webinars, poster and cartoon competition. He mentioned about amendment of the constitution of INS and requested members to send their suggestions to Shri Mittal, who is the convenor of the Committee. He emphasised that a lot more needs to be done by INS to reach international standards. He said that during the tenure of the EC, we have lost many dear friends, Dr S.K. Chatterjee, Dr S. Banerjee, Dr S. Basu and EC member Shri S.K. Chadda. On behalf of INS, he expressed heartfelt condolences to the families of deceased, and requested the members to stand and observe one minute silence in their memory.

Agenda Item No. 1. To read and confirm the minutes of the 27th AGM held on 7th March 2017.

Shri Malhotra informed the house that the minutes had been circulated to the members. With the consent of the house, he read out the salient points of the minutes. Shri Mehta informed that there no comments were received.

Proposed by: Dr B N Karkera Seconded by: Shri A K Singhal Unanimously passed by the Members.

Agenda Item No. 2. To introduce the INS EC members elected through elections held in March 2020.

Shri Malhotra said that the usual convention was for the previous EC to conduct elections, announce the results and hand over charge to the next EC in the following AGM. He informed that the results were announced on 18th March 2020 and the current EC was to take charge on 3rd April 2020. However, the Covid pandemic broke and lockdown was enforced in March 2020. Accordingly, the new EC took charge on 5th Oct 2020 when Covid eased a bit. Still situation was not right to have a physical AGM. Since the current AGM was being held after 5 years, it was the current EC presenting the new EC. For completion of records, he informed that the elections were held in March 2020. Returning officer was Dr S.P. Garg. He conducted the elections on-line and declared results on 18th of March 2020. Shri Malhotra read out the names of the EC President: Shri S.K. Mehta Vice President: Dr V.K. Manchanda Secretary: Shri S.K. Malhotra Joint Secretary: Shri Kishor Agrawal

Treasurer: Shri G.D. Mittal

Joint Treasurer: Shri Ravinder Mago Member: Dr G. Chourasiya

Member: Shri S.K. Ghosh Member: Shri K. Muralidhar Member: Shri V.S.N. Murthy Member: Dr K. Indira Priyadarsini Member: Dr A. Rama Rao Member: Dr A.P. Tiwari Member: Dr V. Venugopal Member: Late Shri S.K. Chadda

Though not a part of Agenda item, Shri Mittal informed about old ballot papers, envelopes and election material, he sought guidance from the house whether these could be disposed off. These are as old as from 2014. He said that the formal approval would be taken in the next AGM. He also informed that a shredding machine would be needed which may cost about 50 thousand to 1 lakh INR.

Shri Mittal informed that through RTI, last three Change Reports were obtained in Dec 2020. A lawyer suggested to submit Change Report mentioning names of previous EC members. It was done in Feb 2022. He said that the INS officials were called after about a month. It was informed that every two years the Change Report must be submitted, irrespective of whether elections were held or not. Another lawyer was contacted who said it was not necessary. Now this lawyer would be contacted for further follow up on the matter. Meanwhile there were complaints received from Charity Commissioner. Shri Mittal consulted Shri R.M.P. Verma also, who suggested to submit a reply. It was done and since then there is no reply. He informed that there should be some official record. Dr R.B. Grover advised to record and provided the text.

General Body welcomes the new members, ratifies the elections, and compliments them for taking over during difficult circumstances, through a Memorandum of Understanding between the two (outgoing and incoming) Committees.

Consequently, it was put to house for approval.

Proposed by: Dr R.B. Grover Seconded by: Dr K T P Balakrishnan Unanimously passed by the Members

Agenda Item No. 3: Reports on the activities of INS since last General Body Meeting held in March 2020 (in two parts)

Shri Malhotra informed that it had been submitted in two parts. It is due to the reports covering two EC. He informed that in the 27th AGM, the activities of INS were reported up to March 31, 2016, and the period of more than six years pertains to the period of immediate past EC (up to March 31, 2020 and that of present EC since April 1, 2020. The report is therefore in two parts:

Part 1: Report for the period 1st April 2016 to 31st March 2020 (based on a detailed report for calendar years 2015 to 2019, submitted by Shri R.K. Singh, outgoing Secretary, INS) and

Part 2: Report for the period 1st April 2020 to 30th June 2022. He then read out the salient features of both the reports.

Though the new EC took over in Oct 2020, the activities cover from 1 April 2020, as some activities like newsletter could be done on-line. Shri Malhotra read out the main headings, as suggested by the

members. He highlighted the issue of registration for GST, settling Income Tax dues. He mentioned about the INS Trustees which were finalised by feedback of members on emails. The Trustees are:

Shri S.K. Mehta, President, INS Shri K.N. Vyas, Chairman, AEC and Secretary, DAE Dr Anil Kakodkar, Member AEC and Chancellor HBNI Shri Anil Parab, Senior Vice President, Larsen & Toubro Ltd.

On the discussion about the Trustees, Shri Mittal informed that as a practice, the Chairman, AEC is taken as a Trustee and to act as a bridge between EC and Board of Trustees, President, INS is also a Trustee. This has been a convention being followed in INS. As per byelaws, there have to be FOUR trustees, two of whom may not be life members. If members felt that there may be a change in the byelaws, they may send their proposal to INS.

Approval of Trustees Proposed by: Shri B M Misra Seconded by: Shri V K Kansal Unanimously approved by the Members

Shri Malhotra informed about the efforts of Shri Mittal in recovery of dues, of registration fees of INS Workshops. Shri Mittal informed that many emails were found where the companies had written to INS that they were waiting for bills from INS to make payments. Amount of 3,10,000/- had been recovered. The house applauded the efforts of Shri Mittal.

For the successful conduct of webinars, efforts of Dr A P Tiwari and Dr A Rama Rao were appreciated and applauded by the members.

Dr Manchanda gave the account of the exhibition of posters and cartoons organized by INS. He suggested that competition using videos could be held in future.

Shri Malhotra briefed about the start of practice of hoisting of national flag on national holidays. He also informed about the INSAC 2022 held after a gap of 7 years. Shri Mehta added that there was a very positive response from all the units of DAE.

On suggestion of Dr R B Grover, it is being recorded the following:

The members appreciate the activities reported in Part 2, where it is mentioned that the newsletter is brought out regularly, a conference has been held, webinars are being conducted, and a poster and cartoon competition has been organized. Members applaud the EC for restarting activities of INS after a gap of several years.

For the Agenda Item, for both the reports

Proposed by: Dr R.B. Grover Seconded by: Dr P. A. Hassan Unanimously approved by the Members

Agenda Item No. 4: To approve the Audited Statements of Accounts for the years:

FY ending on 31-March-2017 FY ending on 31-March-2018 FY ending on 31-March-2019

FY ending on 31-March-2020 FY ending on 31-March-2021

Shri Mittal briefed the house. He informed that the reports till March 2020 have been done by the previous EC. Only the report ending March 2021 has been done by the current EC. So the current EC would respond to any queries related to the report ending 31 March 2021.

General body commented that as there was nobody from the previous EC to answer any queries pertaining the Statements of Accounts up to March 31, 2020, it had no option but to pass these statements without any comment. Accordingly, these four Statements of Accounts for FYs ending on March 31 of the years 2017, 2018, 2019 and 2020 were accepted without discussion.

Proposed by: Shri S G Mhetre Seconded by: Dr S B Warrier Unanimously approved by the Members

Shri Mittal explained the balance sheet for the FY ending 31 March 2021. He informed about the issue of TDS which was collected for workshops activities but not deposited to IT for last five years. This resulted in total payment of about 625000/-. Out of this sum only about 120000/- was TDS and rest was penalty. He also gave information about GST registration.

He informed that as per INS constitution, 25% of surplus of every year is supposed to be transferred to the Trust Fund. It had not been done for past 10 years. Last year 36,23,775/- has been transferred as 25% of surplus of last 10 years.

During the discussion, it was suggested that under the TDS for the FY2006-07 and FY 2008-09, (Rs.35,861/- and Rs.1,64,967/- respectively) are not likely to be receivable from IT department and may be written off. It was agreed unanimously and would be implemented in the next Balance Sheet. For the balance sheet FY year ending 31 March 2021

Proposed by: Dr B N Karkera Seconded by: Dr K T P Balakrishnan Unanimously passed by the Members

Agenda Item No. 5: To appoint the Auditors for the FY 2022-23 and fix their remunerations.

Shri Mittal informed that for last 10 years INS has had the same chartered accountant. He explained the four activities, viz, a) auditing of accounts, b) GST Filing, c) IT return filing and d) TDS deposit if applicable. Two quotations have been received which have been examined by EC. EC discussed and found that the quotation of M/s Paras Jain of CBD was found suitable. Shri Mittal informed that this may be approved by the House.

Shri RMP Verma raised the issue of Audit Rectification Report. Shri Mittal requested the help of Shri Verma to study the audit reports and help in the matter of Rectification Reports.

Proposed by: Dr Suresh Gangotra Seconded by: Shri R.M.P. Verma Unanimously approved by the Members

Agenda Item No. 6: To propose to hold the next INS EC elections in September/October 2022 and appoint the Election Sub-committee.

Shri R M P Verma and Dr B N Karkera proposed that in view of the present EC having revived the activities of INS despite so many challenges, it (the present EC) should continue for another term. However, it was pointed out by many members that this is not allowed as per the bye-laws of INS. After some discussion, it was decided unanimously that the elections for electing an EC for the period 2022-23 should be held as proposed in September /October 2022 in electronic mode. The following names proposed by the EC were unanimously approved by the General Body:

Shri N.K. Bansal (LM-00504) – Returning Officer Dr Ashok Kumar (LM-06194) – Member Dr A. Ramakrishna (LM-05058) – Member

Proposed by: Shri A K Singhal Seconded by: Shri M P Jain. Unanimously approved by the Members

Agenda Item No. 7: Any other matter with the permission of the Chair.

Shri S.K. Mehta thanked the members. He urged more and active participation of the members to take forward activities of INS.

Shri Mehta informed that Hon. Secretary, Shri S.K. Malhotra will be leaving for USA after a week because of family obligation for about 4 months. He told that in the last EC meeting, it was decided that during his absence, Shri G D Mittal, Treasurer, in addition to his duties as Treasurer will also carry out the functions of Secretary during the absence of Hon. Secretary.

The meeting ended with thanks to the Chair.