

PROCEEDINGS OF THE MEETING OF REVIEW COMMITTEE OF IJSC HELD ON 25.04.2018 AT 3.00 P.M. IN CIFT, COHIN TO REVIEW THE ACTION TAKEN ON THE DECISIONS TAKEN IN THE 95TH MEETING OF THE INSTITUTE JOINT STAFF COUNCIL HELD AT CONFERENCE HALL OF CIFT ON 02.02.2018

The meeting of the Review Committee of the IJSC was held on 25.04.2018 at 3.00 P.M. in CIFT, Cochin to review the action on the decisions taken in the 95th meeting of the Institute Joint Staff Council held at Cochin on 02.02.2018. The following members were present in the meeting:

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| 1. Dr. George Ninan, Principal Scientist | : | Chairman |
| 2. Shri. P.J. Davis, Sr. Administrative Officer | : | Member |
| 3. Shri. K.S. Sreekumaran, Finance & Accts. Officer | : | Member |
| 4. Shri. K.B. Sabukuttan, Asst. Administrative Officer | : | Member |
| 5. Asst. Administrative Officer(Cdn) | : | Member Secretary |

At the outset, the Chairman of the Review Committee welcomed all the members of the Committee. Then, the Chairman requested the Member Secretary to present the Action Taken Report for the Review by the Committee. The member Secretary presented the Action Taken Report on the decisions taken in the 95th meeting of the Institute Joint Staff Council held at Cochin on 02.02.2018.

Action Taken Report

Agenda Item No.	Item	Recommendation/ Decision of the Review Committee
92.01	<p>1. Immediate action may be taken to procure a new bio--incinerator / incinerator at office at the earliest.</p> <p>2. The canteen committee will be asked the possibility to utilize the bio-gas of the plant at office and measures for not to dump the kitchen waste at the back water.</p> <p>•It was decided by the Chairman that immediate action may be taken to procure a new bio--incinerator / incinerator at office at the earliest. The existing damaged funnel is to be dismantled at the earliest.</p> <p>•The canteen committee will be asked the possibility to utilize the bio-gas of the plant at office and measures for not to dump the kitchen waste at the back water.</p>	<p>For repair and maintenance of the Bio-gas plant re tender already uploaded in the website and last date was 19.03.2018. Since the work will be awarded through e-tender, quotations collecting manually is not possible. Only two bids are received and since the quoted bid is very higher than our Estimate, e-tender being invited afresh.</p>

92.05	<p>Amendment of CIFT Quarters Allotment Rule- action reg:</p> <p>With reference to the ICAR letter, CIFT has formulated a Quarters Allotment Rule. By considering some practical difficulties, few amendments were made by the competent authority. To further streamline the rules, a committee was constituted by the competent authority under the Chairmanship of Dr. P. Pravin, then Chairman, QAC. But the action was not completed. Hence it is requested that the committee may be re constitute and formulate the CIFT Quarters Allotment Rule in a well-disciplined manner.</p> <p>It was decided by the Chairman that the Committee will be reconstituted. Chairman instructed the concerned section to put up the file to the Director.</p>	The Committee Report is still awaited.
93.01	<p>Renovation of Net fabrication hall - regarding.</p> <p>Every year lakhs of rupees are spending for replacing the damaged asbestos roofing sheets& glasses, cleaning the channels and for applying leak proof paints, but every monsoon, the hall is flooding. There is lot of electrical power lines inside the hall and the rain water leakage causes severe short circuits in the wiring cables. The recently constructed rooms floor are laid with plywood and roof are covered with ceramic sheets are fully flooded with water and it can be fall down at any time. Numbers of proposals were made for renovating the roof. No action has been taken so far. Hence staff side requests to take necessary steps to carried out the work urgently. After discussion it was decided by the Chairman that the concerned division may submit necessary proposal in this regard at the earliest.</p>	When the Proposal is received it will be considered.
93.04	<p>Request for subscribing daily Hindi newspaper-reg:</p> <p>By considering the request of staff members, a Hindi Daily may be subscribed and provide to staff for reading. It was decided by the Chairman that one Hindi daily is to be subscribed in the office with immediate effect.</p>	Action is taken by EIS Division to subscribe Hindi Newspaper and inview of this Review Committee has recommended to Drop the item.
93.06	<p>Residential Campus related issues:</p> <p>a) Timely action on the complaints of Department Residential flats occupants-reg:</p> <p>It is come to notice of the staff side that complaints of the occupants are not attending timely and the requests are not encouraging by the maintenance cell. When the department is insisting the quarters and the occupants are paying their HRA and license fee without any interruption, it is the moral responsibility of the department to ensure all the facilities provided and are</p>	Liaison Committee ^{is} has yet to give the proposal

properly maintained in the residential flats as per norms.
It was decided by the Chairman that the maintenance cell may be instructed through the HOD, Engineering to look in to the matter.

b) Provision of drainage in front of Type II new block at Residential Complex, Thevara-reg:

The inmates of the Type II new block are struggling in the water logging on every rain. A complaint on this issue has not been attended by the office so far. Immediate action may be taken to solve the matter.

It was decided by the Chairman that the maintenance cell may be instructed through the HOD, Engineering to look in to the matter.

c) Replacement of Mosquito nets in the residential flats-reg:

It is came to understand that the mosquito nets provided in the ventilations/doors in the residential flats are getting damaged and replaced by the individuals and got it reimbursed. It is a common facility provided to all occupants in the residential campus after many hurdles and ascertaining the serious complications of mosquito related diseases in Kochi. Hence it is requested that the replacement of mosquito nets may be made by the office to all flats after ascertaining the condition to reduce the expenditure and keeping the uniformity. It was decided by the Chairman that necessary proposal in this regard may be send by the Liaison officer to the office for execution of the work.

d) Car Shed at Residential Campus-reg:

Staff side request to construct one more car shed in the residential campus by considering the increase of cars.

It was decided by the Chairman that necessary proposal in this regard may be send by the Liaison officer to the office for execution of the work.

The proposal was already submitted for providing interlock bricks in front of Type II quarters new block. Tender inviting quotations already uploaded in CIFT website and last date is 30.03.2018.

The e-tender are under process.

Will be carried out once the proposal is received, subjected to availability of funds

93.08

External painting of Residential campus building-incompletion- reg:

Complaints are received from the occupants that the recently held external painting of building.

- a) The Liaison officer was not informed the details of work before execution.
- b) The painting work was very poor.
- c) The Doors& other ventilation frames are not painted.
- d) Patch works are not properly painted.

It was decided by the Chairman that the Institute Works Committee may be asked to submit a report in this regard to the office for taking further action in this matter with CPWD.

The works committee may examine/verify and give a report, in consultation with Liaison Committee .

94.03	<p>Any other matters with the permission of the Chair</p> <p>Staff side proposes to convert the Type-I quarters in to Type- I V as there are no eligible staff for Type-I and shortage of Type-IV.</p> <p>After detailed discussion</p> <p>It was decided by the Chairman that item No.1 & 2 will be sorted out urgently to complete the action at the earliest. Regarding item No.3, the possibility will be explored. A proposal in this regard may be send to CPWD for their advice at the earliest.</p>	<p>Reply from CPWD still awaited.</p>
95.01	<p>Consideration of IJSC agenda as proposal for implementation after its decision-reg:</p> <p>Recently it is noticed that the IJSC decisions are not implemented stating non availability of proposals. The matters are submitting before the meeting as per clause No. 4 of the scheme and decisions are taken on proposals as per Rule No.25 (ii) of the scheme. Hence IJSC agenda items are to be considered as proposals for its implementation as mentioned in Rule No.25 (ii), ICAR letter No.4-27/82-Per.IV dated 28.11.1984 & No.4-1/89-Gen.Admn.II dated 14.02.1990.</p>	<p>Will be taken care.</p>
95.2	<p>Non-compliance/violation of previous IJSC agreements/decisions- reg:</p> <p>a) Rotation of Administrative staff – violation of agreement-reg:</p> <p>b) Transfer of welfare fund share from contract service(analytical tests)- non-compliance of agreement-reg:</p> <p>c) Inclusion of names of Technical hands in the research publications- non-compliance of agreement-reg:</p>	<p>Welfare fund meeting is Scheduled on 5th May 2018.</p> <p>In-charge PME Cell has already put up the matter regarding inclusion of Technical personnel in research publications under “Any other matter in the PME meeting held in 28.02.2018. PMC has decided to give authorship to technical personnel in research</p>

publications on the basis of substantial contribution from them in design or analysis and interpretation of data and/or drafting the article or revising it critically ~~for~~ ^{for} important intellectual content' in the publications under consideration, as per ICAR guidelines regarding authorship in research papers. In each case, the decisions can be taken up at the Division/Research Centre level. This is included in the PMC minutes also.

d) Rotation of contractual staff- non-compliance of agreement-reg:

95.6

Implementation of ICAR endorsement on Dress allowance-delay-reg:

ICAR has endorsed the DoPT order on Dress Allowances to the eligible staff as per 7 CPC recommendations. Many ICAR institutes are already disbursed this allowance to their employees. But so far CIFT has not allowed this allowance to its employees for which the reason is not known. These employees are due for their uniforms w.e.f. April 2017. Hence staff side proposes to provide this allowance to them at the earliest.

95.8

ICAR Sports and related issues- reg:

In the recent past there were issues for settling the sports related accounts and tour bills of CIFT contingents. By exposing very minute unknowing mistakes, punishment of the lower graded participants is not justifiable. Last incident is CIFT office memorandum F.No.28-1/2016-Cdn.Vol.II dated 22.01.2018. The issue may be discussed in the meeting and find a solution for the smooth movement of future sports meets. Secretary staff side also not been informed about the Inter Zonal Sports meet.

Recommended to drop

95.10	<p>Any other matters with the permission of the Chair.</p> <ul style="list-style-type: none"> Controlling authority of Caretaker and advance Sanction - regarding: 	<p>Since caretaker is functioning under Hod, Engg. his request to be routed through proper channel (though E&M Cell/ HoD Engg.)</p>
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Chairman (IJSC, Review Committee)