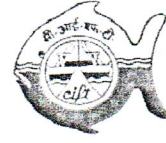




केन्द्रीय मात्स्यिकी प्रौद्योगिकी संस्थान  
CENTRAL INSTITUTE OF FISHERIES TECHNOLOGY  
भारतीय कृषि अनुसंधान परिषद  
(Indian Council of Agricultural Research)  
सिफ्ट जंक्शन, मत्स्यपुरी पी.ओ., कोच्चिन-682 029  
CIFT Junction, Matsyapuri P.O., Cochin - 682 029  
(ISO/IEC 17025:2005 Accredited & ISO 9001:2008 Certified)



फा.सं./No.F.6-1/2018-सम/CDN.(Vol.I)

दिनांक/ Date: 01.12.2018

### पृष्ठांकन/ENDORSEMENT

संस्थान में 27.11.2018 को 11.00 बजे आयोजित के.मा.प्रा.सं., कोचीन के संस्थान संयुक्त कर्मचारी परिषद के समीक्षा समिति की बैठक की कार्यवाही को पाएँ। सं.सं.क.प. के समीक्षा समिति की बैठक की कार्यवाही कृपया उनकी जानकारी एवं अवलोकन के लिए अपने प्रभाग / अनुभाग / अनुसंधान केन्द्र के सभी कर्मचारी सदस्यों के बीच वितरित किया जा सकता है। इसलिए, आपसे अनुरोध कर रहे हैं कि अपने अनुभाग / डिवीजन / केन्द्र से संबंधित बैठक में लिए गए निर्णयों के कार्यान्वयन के लिए सख्ती से उचित कार्रवाई करें। कार्रवाई रिपोर्ट 10.12.2018 को सकारात्मक से अधोहस्ताक्षरी को प्रस्तुत किया जाए।

Please find enclosed herewith the proceedings of the meeting of Review Committee of the Institute Joint Staff Council of CIFT, Cochin held on 27.11.2018 at 11.00 a.m. at this Institute. The proceedings of the meeting of the Review Committee of IJSC may kindly be circulated among all the staff members of your Division/Section/Research Centre for their information and perusal. You are, therefore, requested to please take necessary action for the implementation of the decisions pertaining to your Section/Division/Centre strictly. The action taken report may please be submitted to the undersigned by 10.12.2018 positively.

यह निदेशक, के.मा.प्रा.सं., कोचीन के अनुमोदन से जारी किया जाता है।/This issues with the approval of the Director, CIFT, Cochin.

*Viz*

Encl: As above.

सहा.प्रशा.अधिकारी /Asst. Administrative Officer (Cdn.)

सेवा में/To

- |  |                    |
|--|--------------------|
| 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 P.S. Nobi, Technical Officer                   | : Member           |
| 5. Shri K. B. Sabukuttan, Asst. Administrative Officer | : Member           |
| 6. Asst. Admn. Officer (Cdn.)                          | : Member Secretary |

प्रतिलिपि सेवा में/Copy to:-

- HOD, FP,FT, B&N, EIS, MFB, QAM, Engg.,
- SIC, Research Centre of CIFT, Veraval/Visakhapatnam/Mumbai
- OIC, Lib./AKMU/PME Cell /CO(Vehicles)/ATIC
- Chairman, Deptl. Canteen/Quarters Allotment Committee
- Liaison Officer, CIFT Residential Complex, Thevara.
- SAO/DD(OL)/FAO/AF & ACO/AAO(E)/AAO(B)/AAO(C)/AAO Store (Purchase) (Issue)/PA to Director.
- Secretary, IJSC Staff Side/Official Side/Caretaker, CIFT, Cochin - 29.
- Dr. C.G. Joshy, Scientist & In-Charge, AKMU, CIFT, Cochin - It is requested that these proceedings may be uploaded on CIFT Website www.cift.res.in.
- Notice Board/Guard File.

*Viz*

सहा.प्रशा.अधिकारी /Asst. Administrative Officer (Cdn.)

**PROCEEDINGS OF THE MEETING OF REVIEW COMMITTEE OF IJSC  
HELD ON 27.11.2018 AT 11.00 A.M. IN CIFT, COCHIN TO REVIEW THE ACTION  
TAKEN ON THE DECISIONS TAKEN IN THE 98<sup>TH</sup> MEETING OF THE INSTITUTE  
JOINT STAFF COUNCIL.**

The meeting of the Review Committee of the IJSC was held on 27.11.2018 at 11.00 A.M. in CIFT, Cochin to review the action on the decisions taken in the 98<sup>th</sup> meeting of the Institute Joint Staff Council held at Cochin on 23.10.2018. The following members were present in the meeting:

- |  |   |                  |
|--|---|------------------|
| 1. Dr. George Ninan, Principal Scientist                   | : | Chairman         |
| 2. Shri P. Krishna kumar, Sr. Administrative Officer (i/c) | : | Member           |
| 3. Shri K.S.Sreekumar, FAO                                 | : | Member           |
| 4. Shri P.S. Nobi, Technical Officer                       | : | Member           |
| 5. Shri K.B. Sabukuttan, Asst. Administrative Officer      | : | Member           |
| 6. Shri Vinodh Kumar M.N., AAO(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 98<sup>th</sup> meeting of the Institute Joint Staff Council held at Cochin on 23.10.2018.

**ACTION TAKEN REPORT OF 98<sup>TH</sup> MEETING**

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>• <b>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.</b></p>	<p>Being re-tendered. File under process.</p> <p align="right">Action: AAO,Stores(P)</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</p>	<p>One more sitting of the Amendment Committee is required for finalizing the case. It should be finalised before the next IJSC meeting.</p> <p align="right">Action: AAO CDN</p>



	<p>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 member secretary of the Committee will submit the proceedings to the Director at the earliest.</p>	
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&amp; 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 HOD, FT may submit a reminder along with the proposal so that the work can be undertaken when the additional fund received from Council.</p>	<p>Work order issued.</p> <p>Action: AAO, CDN</p>
93.06	<p>Residential Campus related issues:</p> <p><b>c. Replacement of Mosquito nets in the residential flats-reg:</b></p> <p>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.</p>	<p>Work order to 3<sup>rd</sup> party issued.</p> <p>Action: AAO, CDN</p>

	<p><b>d. Car Shed at Residential Campus-reg:</b>  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.</p>	<p>The estimate has been prepared and will be submitted to office before 27.11.2018.</p>
94.03	<p>Any other matters with the permission of the Chair.</p> <p>3) 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  <b>It was decided by the Chairman that the possibility will be explored. A proposal in this regard may be send to CPWD for their advice at the earliest.</b></p>	<p>Reminder sent to CPWD.</p> <p>Action: AAO(Cdn)</p>
95.02	<p>b) Transfer of Welfare Fund share from different consultancy projects-reg:  <b>It was decided by the Chairman that the ITMU will work on it and take decision to transfer the fund immediately.</b></p>	<p>The proposal received from ITMU is under process.</p> <p>Action: AAO, CDN/FAO</p>
97.01	<p><b>ICAR Welfare Fund- non Availability of Fund – reg: (Analytical Charges)</b></p> <p>On IJSC agenda 71.01, the 85<sup>th</sup> meeting of IJSC held on 29.07.2015has taken a decision to enhance the fee of analytical charges including the welfare fund component at institute level. Accordingly the rate has been revised w.e.f. 01.11.2015 and it was informed by the office in the 86<sup>th</sup> meeting held on 03.11.2015 that the welfare fund share will be transferred at the end of the financial year. Accordingly the item dropped in the 87<sup>th</sup> meeting. But till date no money is credited to welfare fund from contract service. Action is solicited for crediting the welfare fund share from the enhanced amount collected from public.</p> <p>It was decided by the Chairman that the file will be put up in this regard by the CDN section and the enhanced share of the welfare fund will be transferred at the earliest.</p>	<p>Accounts has not agreed for 10% amount to be transferred. Hence, file is re-submitted to Chairman, Price Fixation Committee.  The Chairman IJSC Review Committee will discuss the matter with the Director.</p> <p>Action: AAO, CDN</p>



97.07	<p>Invalid circular -with drawl of request- reg:</p> <p>Vide IJSC Letter No.F.1-2/CIFT/IJSC(S)/2016 dated 27.10.2016 &amp;06.12.2016, Secretary Staff side was submitted requests to withdraw the erroneous office circular (No.F.1-4/97 –Estt. dated 19.10.2016) issued to deny the constitutional right of an employee. The order is issued immediately after the judgement (29.09.2017) of Hon’ble High Court of Kerala. Instead of withdrawing the circular office has issued a memorandum to the secretary staff side. The Final judgement declared on the matter by the Hon’ble High Court of kerala on 01.12.2017.</p> <p>Court declared that “<i>Article 19(1)( c )of the constitution of India confers on every citizen of this country the freedom to form themselves into associations or unions(the same was represented by the secretary staff side in his letter dated27.10.2016) . Further court declared that there can be no action against any of the members of Associations or Federation on the ground solely that they have formed themselves into unions or are members of a Service Association. Exhibit P-5(office circular (No.F.1-4/97 –Estt. dated 19.10.2016) 9and P-7(memorandum issued to Secretary Staff side) are there for not sustainable and the same are set aside.)</i>”</p> <p>On the basis of the final judgement, again Secretary Staff side has submitted a representation vide letter No.F.1-2/CIFT/IJSC(S)/2016 dated 27.12.2017 and a reminder letter vide F.1-2/CIFT/IJSC(S)/2018 dated 01.05.2018. Till date, neither any rely nor is any action seen taken in this regard. Hence the issue is to be addressed properly.</p> <p>It was decided by the Chairman that a reminder in this regard is to be send to ICAR for final decision.</p>	<p>Clarification in this matter has been sought from the Council. Even after repeated reminders, no reply the matter has been received.</p> <p>Director may take a suitable action.</p> <p>Action: AAO(Estt.)</p>
97.09	<p>Any other matter with the permission of Chair.</p> <p>e) Request for filling up the existing vacancy of LDC by compassionate appointment.</p> <p>f) Request for replacement of contractual staff after completion of a specific spell.</p> <p>e) Necessary action may be taken by the</p>	<p>e)There is a Court Case pending. The cases can be considered after the court case is over.</p> <p>Action: AAO, Estt.</p> <p>It was informed that the matter is under consideration</p> <p>Action: AAO, Cdn</p>

	<p>Establishment section.</p> <p>f) It was informed by the Chairman that the matter will be looked into.</p>	
98.01	<p>Canteen functioning and related matters-reg: CIFT is having Departmental canteen with the Reg No.C-25 D and have 2 regular employees at present. Years back, on the basis of Govt. of India orders, all the departmental canteens were seized and all employees were adjusted to other sections, but on the basis of Hon'ble Supreme Court Judgement, the status-co of all existed departmental canteens were re-instated at all central govt. departments. Staff side proposes to explore the possibilities for registering the canteen as office memorandum No. 6/2/2018-Dir.(C) dated 02/08/2018, Government of India, Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training and getting regular posts as per new RR of Canteen staff vide No. 3/2/2009-Dir.(C) dated 22/05/2013, Government of India, Ministry of Personnel, Public Grievances &amp; Pensions, Department of Personnel &amp; Training.</p>	<p>Application for FSSAI registration initiated and it is in progress.</p> <p>Action: Chairman, Dpt. Canteen</p>
98.02	<p>Provision of new Telephone Directory -reg: Action may be taken for updating the existing directory at the earliest. At present no one is having permanent Land phone number. Everybody used to change their numbers frequently. Hence it is requested that the directory may be uploaded in the CIFT website so that the frequent changes can be corrected in the web site in time.</p>	<p>As soft copy is not available in Cdn Section, the process has to start as a fresh.</p> <p>Action: AAO, CDN</p>
98.03	<p>CIFT Road – ensure safe journey -reg: The movement of heavy Lorries with construction materials for the work of Cochin Ship yard is creating lot of trouble to the smooth travel of CIFT employees either by vehicle or by pedestrian. Undisciplined Lorry parking at this road is creating lot of trouble to the employees. Necessary step</p>	<p>Had discussions with the DGM (Infra Projects), CSL and a joint meeting is fixed during second week of December. CSL will provide us a master plan for road development in front of CIFT.</p>



	may be taken to get a separate entrance for CIFT at the earliest.	
98.05	Fixing of dates for the follow-up action meeting and 98 <sup>th</sup> IJSC meeting.	
98.06	<p>Any other matter with the permission of Chair.</p> <ul style="list-style-type: none"> <li>Renovation of IJSC room-reg: Secretary staff side requested to renovate and provide new furnishings in the IJSC room as a token of gift to staff side before celebrating 100<sup>th</sup> meeting of IJSC.</li> </ul>	<p>Estimate prepared. Tender to be floated after approval.</p> <p>Action: AAO, CDN</p>

**Chairman IJSC, Review Committee**

*[Handwritten signature]*  
30/11/14