



INDIAN INSTITUTE OF CHEMICAL ENGINEERS

Dr. H. L. Roy Building, Raja Subodh Chandra Mullick Road, Kolkata – 700032

Ref.No. AG/A-4/2023

Date: 24.11.2023

SEVENTY-SIXTH ANNUAL GENERAL MEETING

NOTICE

Dear Member,

NOTICE is hereby given that the Seventy-sixth Annual General Meeting of the Indian Institute of Chemical Engineers (IIChE) will be held on 27th December, 2023 at 17:30 hours at Heritage Institute of Technology, Kolkata to transact the following business: -

0. Condolence
1. To confirm the Minutes of the Seventy-Fifth Annual General Meeting of the Institute held on December 28, 2022 at HBTU, Kanpur (**Annexure –I**).
2. To consider and adopt the Annual Report for 2022-2023 (from 01.04.2022 to 31.03.2023)
3. To consider and adopt the Statement of Accounts of the Institute for the year ended on March 31, 2023.
4. To take a final decision on the status of RCs (Annamalai, Durgapur, Dehradun, Nagpur, Paradeep, Roorkee, Srinagar and Sriharikota) in respect of non-receipt of audited Annual Accounts.
5. To appoint Auditors for 2023-2024 (IIChE Headquarters Accounts and IIChE Consolidated Accounts) and to fix their remuneration. The term of current auditor M/s MARP & Associates expires on 31.12.2023 and is eligible for reappointment for another two more years. They have offered their willingness to continue as per existing terms & conditions of reappointment.
6. To ratify the decision of the Council related to the fees for Life Fellowship.
7. To announce the names of the members elected to the Council for 2024 – 26 in the vacancies caused by retirement.
8. To consider any other business with the permission of the Chair.
9. Felicitations of out-going Council Members.

NB: You are requested to kindly make it convenient to attend the meeting. This AGM Notice (2023) along with the minutes of AGM 2022 are available at iiche.org.in.

Dr. Avijit Ghosh
Honorary Secretary

Note:

Extract from the Constitution (Rules & Regulations) of the Institute concerning “General Meetings of the Institute” is given below for ready reference:-

32. **General Meetings of the Institute:**

- 32.1 An Annual General Meeting shall as a rule be held within nine months from the end of every financial year. Notice convening the Meeting should be issued to Members at least one month in advance indicating the date, time and venue of the Meeting and the agenda of business to be transacted. The Annual Report of the Institute together with the audited statement of accounts for the preceding financial year shall be presented by the Council and be considered by the Meeting. Resolutions emanating from the Council shall be discussed and voted upon. The Auditor for the next year shall be appointed in the Annual General Meeting and the Auditor’s remunerations shall also be fixed. Resolutions submitted by Corporate Members shall then be discussed and voted upon. All resolutions to be moved by Corporate Members must be proposed by one and supported by at least two Corporate Members and must be submitted in writing to the Secretary to reach at least fourteen days before the date of the Annual General Meeting.
- 32.2 The President and the Council shall have the powers to accept or reject any such resolution to be moved. After the business on the Agenda is completed, any Corporate Member may move a resolution on any matter of importance and urgency subject to the permission of the Chairman of the Meeting. All resolutions moved at the Annual General Meeting must be seconded before they can be discussed and voted on.
- 32.3 The names of the Members elected to the new Council shall be announced at the Annual General Meeting.
- 32.4 All Corporate Members whose subscriptions have been fully paid by the 31st March of the financial year to which the annual Meeting pertains shall be eligible to vote on matters discussed at the General Meeting.
- 32.5 All the resolutions shall be passed in the Annual General Meeting with simple majority.
- 32.6 Thirty Corporate Members of the Institute shall constitute a quorum for the Annual General Meeting. If there is no quorum, the Meeting shall be adjourned and called after a gap of 15 minutes.



Indian Institute of Chemical Engineers
Dr. H.L. Roy Building, Jadavpur University Campus
Kolkata 700 032

Ref. No. DMB/AGM-2022/

28.12.2022

MINUTES OF THE SEVENTY-FIFTH ANNUAL GENERAL MEETING

Venue: HBTU, Kanpur

Date & Time: 28.12.2022; 17.30 hr.

Members Present

Corporate Members present: 46 (Forty Six) in the AGM as mentioned at the **Annexure- A**

President, Mr Butala D.M. called the meeting to order and chaired the meeting.

0.0 Condolence

The members present observed silence for two minutes to pay homage to the following members present passed away during the year:

Prof. R. Kumar (HF 01851); Dr. K.J.R. Sarma (LF 00768); Prof. Arun Kumar Mitra (LF 02514); Dr. Sivabrata Chatterjee (LM 00290); Dr. Sawaran Jit Chopra (HF 08987); Prof A.N. Pathak, (HF 08987) and Prof. S. S. Bandopadhyay (LM-08116).

1.0 Confirmation of the Minutes of the Seventy-fourth Annual General Meeting of the Institute.

The minutes of the 74th (Seventy-fourth) Annual General Meeting, held on 28.12.2021 at CSIR-IMMT, Bhubaneswar were confirmed, as proposed by Mr. Dhawal Saxena and seconded by Dr. R. Saravanan.

2.0 Consideration and Adoption of the Annual Report for 2021-2022 (from 01.04.2021 to 31.03.2022) and Adoption of the Audited Statement of Accounts of the Institute for the year ended 31.3.2021.

The Honorary Secretary briefed the members on the activity reports of the Headquarters, Regional Centres and the Student Chapters for the year 2022. He also briefed on reports of Council Meetings and Sub-committee Meetings, held during the year 2022.

Honorary Secretary further informed on Audited Accounts touching aspects like Total Income, Total Expenditures, Net Surplus and Net Profit Ratio of both the Accounts : Viz. Consolidated as well as IChE Headquarters. He also mentioned that Current Financial Year accounts had been prepared clearing all the discrepancies in the HQ accounts for the Previous Financial Years. He further emphasized that all the Regional Centers should endeavor to submit their annual reports including audited financial reports within the stipulated time frame defined by HQ.

The AGM unanimously the Annual Report of IChE proposed by Prof. R.K. Trivedi and seconded by Prof. K.S. Rajanandam.

3.0 Decision on action in respect of non-receipt of audited accounts from RCs (Sriharikota, Roorkee, Paradeep, Nagpur, Dehradun and Durgapur)

The members opined that the incoming Council and the Vice-President incharge - Regional Centers' Affairs shall look into the matter and take necessary steps to receive the annual accounts from those Regional Centers at the earliest.

4.0 Decision on forgery case during 1989-92 where about 605 cheques were used within the span of four years for withdrawal of Rs. 23,31,555/- from IChE's Bank Accounts.

The matter with all pros & cons was discussed and after due deliberation, AGM decided to close

the matter and requested Honorary Secretary in consultation with the auditors, to close the matter at the earliest.

5.0 Issue regarding maintenance charges by Calcutta Regional Centre

AGM unanimously decided that Calcutta Regional Centre should pay for:

- (i) The maintenance charges for the room of HQ building which houses CRC Office on a pro rata basis w.r.t. HQ Building.
- (ii) The consumption of electricity power based on the actual meter reading.
- (iii) availing of other facilities of the building viz. use of the auditorium, seminar room (as and when used) as per the prevailing rate of Jadavpur University

6.0 Ratification of Clause no. 25.4 (b): “Editor-in-Chief” in place of “Editor”

The AGM unanimously passed the resolution on Ratification of Clause no. 25.4 (b) of the Council as proposed by Mr. Dhawal Saxena and seconded by Prof. K.S. Rajanandam.

7.0 Appointment of Auditors for 2022-23 and fixation of their remuneration

The AGM passed the resolution of appointment of M/s MARP & ASSOCIATES, Chartered Accountants, 20B, Abdul Hamid Street, 5th Floor, Room No. – 15, Kolkata – 700 069 as Auditors of the Institute for the financial year 2022-2023 for the IChE Headquarters Accounts and the IChE Consolidated Accounts as well as All Taxation related matters with the following remuneration:

Services	Remuneration
Audit of IChE Headquarters Accounts, Consolidated Accounts, online filing of Form 10B, IT Return, Form 10/ 9A and to advice on Income Tax & TDS related matters.	Rs. 40,000/- + GST + Re-imbursment of local Conveyance Charges for IChE HQ matter related travelling

The members further resolved that though the appointment of M/s MARP & ASSOCIATES is for one (01) year, and if their services are meeting IChE HQ requirements perfectly and performance is good, their term may be extended for one more year followed by another one year with same terms and conditions and increase in remuneration by 5% per year. The resolution was proposed by Mr. G. Kishore Kumar and seconded by Prof. Vinay K. Srivastava.

8.0 Announcement of newly elected Council Members for the period 2023-25

President, IChE, announced the names of the newly elected council members and welcomed them to the Council for 2023-25.

9.0 Any other matter(s)

9.1 Release of Amended Constitution of IChE:

The Honorary Secretary informed that the latest amended IChE Constitution has been put on IChE Website as well as circulated to all Regional Centres.

9.2 Council Election Duration

The Honorary Secretary reported that as per existing constitution the duration of polling for the Council Election is from 16th August to 30th September. In view of adoption of online election Process. This period is too long and calls for deputation of one dedicated employee of HQ for handling the entire process which poses limitations of office manpower. View this, as reform to election process, the Council at the 6th council meeting of 2022 has decided the following:

- i) Call for Nominations: By 15th May of each year
- ii) Last Date for Receiving Nominations: 30th June of each year
- iii) Nomination Withdrawal Duration: 7-15th July of each year
- iv) Duration & Time for Casting of vote: **1st to 21st August: Time :(10.00A.M to 5.00 P.M)** each year
- v) Declaration of Election Results: 4th Week of August

The AGM unanimously adopted the decision of Council and requested the incoming new Council to implement above with effect from Council Election 2023 and decided that these changes in election process shall be intimated on IChE Website well in advance.

9.3 Honorary Secretary informed that some of the Regional Centers have a sizeable amount of

surplus fund in the form of Fixed Deposit / Bank Savings account in Private Banks / Societies, which is against the provision of the IChE Constitution. The matter was discussed in the 6th meeting of the Council 2021. Considering the sharp decline in the interest rate of the Nationalized Banks, the Council decided that henceforth, FDs / Investments could be made at reliable private sector banks that is HDFC / ICICI Banks / Govt. Co-operative Societies and in Govt. Mutual Funds, but subject to approval by the AGM.

After due deliberations, the members at AGM approved that the Regional Centers and IChE HQ could make investments in private sector banks i.e. HDFC / ICICI Banks / Govt. Co-operative Societies and in Govt. Mutual Funds by.

9.4 Land acquisition for establishment of separate building for IChE-KRC

Prof. R.K. Trivedi informed that Kanpur Regional Centre has decided to build a separate building for their activities from the surplus of CHEMCON 2022 and the Vice-Chancellor of HBTU has assured to provide requisite land for the same within the campus of HBTU.

The AGM unanimously appreciated the decision of the HBTU authorities.

The members conveyed their gratitude to the President and the outgoing Council Members for the services rendered by them during the year towards the growth of the Institute.

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

Dr. Avijit Ghosh
Honorary Secretary

Mr. D.M. Butala
President & Chairman

Annexure-A

List of Corporate Members Present

Sl.No.	Members	Mem. No.	Sl.No.	Members	Mem. No.
1.	Butala, Mr. D.M.	LM-03368	24.	Sajan, Mr. M.	LAM-29436
2.	Jha, Prof. M.K.	LF-09764	25.	Prabhakaran, Mr. K. P.	LM-07099
3.	Karthikeyan, Prof. C	LM-17257	26.	Trivedi, Prof. R.K.	LM-30960
4.	Rao, Prof. M. V.	LM-06492	27.	Garg, Dr. Rajesh Kumar	LM-51193
5.	Ghosh, Dr. Avijit	LM-50202	28.	Sachan, Dr. V.K.	LM-29714
6.	Saxena, Mr. Praveen	LF-24415	29.	Biswas, Dr. Koushik Guha	LM-72836
7.	Saha, Prof. Asit Kumar	LM-37968	30.	Agrahari, Dr. Gunjan Kumar	LM-72835
8.	Roy, Mr. S.K.	LM-08162	31.	Kumar, Mr. G. Kishore	LAM-14193
9.	Gupta, Prof. S.K.	LM-19814	32.	Srivastava, Prof. V.K.	LF-07839
10.	Raju, Prof. G.M.J.	LM-17533	33.	Patel, Mr. Mahendra A.	LM-35101
11.	Mahapatra, Prof. Alpana	LM-20164	34.	Prasad, Dr. T.L.	LF-09599
12.	Rajanandam, Prof. K.S.	LM-07327	35.	Mandal, Dr. Biswajit	LM-45506
13.	Saravanan Prof. R.	LM-26932	36.	Pal, Mr. Tapotanay	LM-66058
14.	Jain, Dr. M.P.	LM-08262	37.	Ghosh, Dr. Sanjoy	LF-33740
15.	Saroha, Prof. Anil K.	LF-27776	38.	Shibabhai Mr. S. Thakarbai	LM-73267
16.	Satyanarayana, Prof. S.V.	LF-13584	39.	Havaldar, Mr. M. R.	LM-55181
17.	Rao, Prof. M.S.	LM-13568	40.	Modi, Mr. Jayesh B	LM-22382
18.	Thakar, Mr. Sunil Indulal	LM-29117	41.	Bajpai, Dr. P. K.	LM-07108
19.	Saxena, Mr. Dhawal	LM-43343	42.	Kumar, Mr. Jitendra	LM-73322
20.	Gogate, Prof. Parag R.	LM-27350	43.	Narasimhan, Mr. R.	LM-01179
21.	Maheshwari, Dr. Utkarsh	LM-38850	44.	Bhardwaj, Dr. Sanjay	LM-56227
22.	Parthiban, Prof. R.	LM-09315	45.	Ilaiah, Mr. S.	LAM-54313
23.	Verma, Prof. Anil	LF-23114	46.	Bose, Dr. Sujoy	LAM-61192