

**Indian Institute of Chemical Engineers
Kolkata – 700 032**

Minutes of the 4th Meeting of the Building Committee-2019 adjourned on 17.08.2019

Venue: Dr. H. L. Building, Jadavpur University Campus, Kolkata – 700032

Date & Time: 21.09.2019 at 3.00 PM

Members Present: Prof B B Paira (Chairman)
Prof Amitava Bandyopadhyay (Convener)
Prof Priyabrata Sarkar
Mr A Sural (Invitee)
Mr P R Datta Ray (Invitee)
Dr Avijit Ghosh (Invitee)

Present from the IChE HQ: Mr. Sandip Ghosh, Assistant Secretary, IChE

Prof. B B Paira, Chairman of the committee chaired and called the meeting to order.

0.0 Leave of Absence:

Leave of absence considered for Prof P De, Dr M P Jain, Prof Asim K De and Mr. Ranga Rao.

1.0 Confirmation of the minutes of the 3rd Building Committee – 2019 and 4th Building Committee – 2019 meeting that was adjourned on 17.08.2019 meeting:

The minutes of the 3rd Building Committee – 2019 meeting as circulated was confirmed. The minutes of the 4th Building Committee – 2019 meeting that was adjourned on 17.08.2019 was also circulated and was confirmed.

2.0 Matters arising out of the previous meeting:

2.1 Water logging: Members noted that the job has been completed with satisfaction.

2.2 Plastering & Painting: The job would be taken up after completing the repairing of grills and iron windows.

2.3 Repairing of grills & windows: Mr Ghosh placed an estimate (of Rs. 3,86,564/-) obtained from a registered contractor of Civil Engineering Department, JU. Members present requested the Honorary Secretary to verify the specifications mentioned in certain items before inviting quotations.

2.4 Ramp: Mr S Ghosh informed that after doing the job mentioned in item # 2.1 by the JU, there was no space for making Ramp. Prof Paira advised Mr Ghosh to make a flower garden adjacent to the building wall. Provision of keeping flower tub shall be made in the event JU would make concrete floor.

2.5 Guest room at first floor: Mr Ghosh reported that the AC and Geyser were installed.

2.6 Repairing of chairs in the auditorium: Mr Ghosh reported that repairing of broken chairs in the auditorium has been completed.

2.7 Repairing of walls and roof of Guest Room No 1: Mr Ghosh reported that the local contractor was not available for doing such small quantum of job. However, this work could be taken up once substantial work is taken up by the Institute.

2.8 Any other matter in item # 5.0 of the earlier meeting

i. Mr Ghosh informed that Emergency Bell has been installed inside the lift.

ii. Mr Ghosh informed that the installation of LED light could not be taken up due to non-availability of signed cheque books. Mr Ghosh placed comparative statements for (a) CC Cameras (NVR) with multiple ports at the entrance of the Building, Auditorium and Office, and (b) Biometry. Chairman requested Honorary Secretary to finish the installation job with the assistance of Mr. Sandip Ghosh, Assistant Secretary and Dr Avijit Ghosh after technical and commercial negotiation with M/s Global Prana as deemed fit and proper. The installation works must be done under thorough supervision of Mr. Sandip Ghosh, Assistant Secretary and the bills for payment would only be placed to the Honorary Secretary after he issued the satisfactory completion certificate.

iii. **Green Auditing:** Prof Paira would look into the matter.

iii. **Installation of Solar Panel:** Prof Paira requested Dr Avijit Ghosh to initiate the matter taking the assistance of Mr. Sandip Ghosh, Assistant Secretary.

iv. **Shifting of Library:** Mr Ghosh informed that the shifting of entire material from the Library was has been completed.

v. **Renovation of Seminar Hall:** During discussion on renovation job of the Seminar Hall, the members felt that the Hall should have a long segmental oval shaped central table with provisions of speakers. With increasing number of Past Presidents, it is becoming difficult to display their photographs in the Hal in a decent manner. It was suggested that the photographs may be suitably kept in the office and a list of names of the past presidents may be decently displayed in the Seminar Hall as is being practiced in various offices throughout India. While considering the segmental oval shaped table, the materials available from the existing tables should be taken into consideration so as not to throw away the same.

vii. **Junk Identification & Disposal Committee:** Members pointed out that the matter has been kept pending since the 2nd Meeting. Members advised Mr Sandip Ghosh to prepare a list of junk materials lying in the top floor and place in the next meeting.

viii. Mr Sandip Ghosh, Assistant Secretary reported that an amount of Rs 60,763 (detailed breakup given below) was spent for various works done during 2019 so far.

Sl #	Item	Amount (Rs)
1	Purchase of one AC & one Geyser	31,100
2	Purchase of hardware & new electrical connection	3,270
3	Installation charges of one AC & one Geyser	2,110
4	Fixing emergency bell in the lift	6,990
5	Labour charges for shifting of library materials & records (1 st to 5 th floor)	6,540
6	Dismantling of partitions of library and refixing the same in the 5 th floor; fixing two doors (library & Record) using old doors	10,443
7	Repairing of chairs in the Auditorium	6,200
	Total	60,763

3.0 Discussion of the Members of the Building Committee present on 17.08.2019 with Mr. Golap Majumder of M/s Art & Architecture

Council in its 4th Meeting held at Trivundrum on 20.07.2019 decided that the excess payment made to M/s Art & Architecture amounting to Rs 2,76,991 for the Civil Works carried out during 2018 would be recovered under the aegis of the Building Committee. Keeping in view of this fact, Mr Golap Majumder was invited for a discussion on 17.08.2019 (scheduled date of the 4th Building Committee Meeting which was adjourned due to lack of quorum). During discussions he wanted 4 to 5 days time for scrutinizing the issue. After a few correspondences he agreed to refund/return the said amount of excess payment by submitting a letter (**Annexure-2**) after getting confirmation from the IChE about the same.

The members noted with satisfaction that M/s Art & Architecture could be easily convinced that, due to erroneous processing of bills, he has drawn an excess payment amounting to Rs 2,76,991 as worked out by the Building Committee and reported earlier to the Council. In view of this, confirmation was given to Mr. Golap Majumder requesting him to let the office know about his exact date of payment.

The members also wondered what was the reason behind the initiative earlier taken by Mr. Soumen Nath violating the normal administrative procedure of IChE to recover an amount of Rs 99,913, which would have led to an avoidable financial loss of Rs 1,77,078.

The administrative issues relating to this matter would be taken up for deliberation in the 2nd Administrative Committee Meeting.

It was noted that M/s Art & Architecture has also placed bills for additional works, beyond those processed earlier and it was decided that these bills should be processed according to established norms.

4. Any other matter with the permission of the Chair

Nothing reported.

The meeting ended with vote of thanks to the chair.

(Prof. B B Paira)
Chairman

(Prof. A. Bandyopadhyay)
Convener & Honorary Secretary