

MINUTES OF THE EXECUTIVE COMMITTEE MEETING of KSREC HELD ON 23.09.2019 AT 11
A.M. AT THE CHAMBER OF MEMBER SECRETARY & (PRINCIPAL SECRETARY TO
GOVERNMENT, PLANNING& ECONOMIC AFFAIRS)AT STATE PLANNING BOARD , PATTOM,
THIRUVANANTHAPURAM

PRESENT

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| 1.Dr.A,Jayathilak IAS | Principal Secretary
Planning and Economic Affairs Department &
Chairman, Executive Committee |
| 2.Sreekumar A.L. | Under Secretary to Government
Finance Department |
| 3.Sri.S.S.Nagesh | Chief
Agriculture Division
State Planning Board |
| 4. Hari.R. | Assistant Executive Engineer
Irrigation Department |
| 5.Dr.K.K.Ramachandran | Group Head
National Centre for Earth
Science Studies(NCESS)
Thiruvananthapuram |
| 6.Suresh Kumar S. | Joint Director
Industries Department |
| 7.Sri.Nizamudeen A. | Director
KSREC &
Convenor, Executive Committee |



(A)

The Executive Committee started at 11 a.m. with Dr. Jayathilakias, Principal Secretary to Government, Planning and Economic Affairs Department in the Chair.

Director, NNRMS and Director, Panchayath could not attend the meeting. The Committee discussed each item and decisions taken are detailed as follows:

Chairman expressed his displeasure in the short fall of convening of Executive Committee and Governing Body Meeting and noted that present EC is held after one year.

He also observed that in the entire Agenda note, no word regarding remote sensing or environment matter or any of the objectives of the centre is seen. Only audit, establishment, promotion, etc is presented.

Item No.1

Approval of Minutes of the Executive Committee Meeting held on 04.09.2018

Sri.S.S.Nagesh, Chief, Agriculture Division pointed out that no action has been taken yet to close the projects with completion certificate as per the decision taken in Item No.12 of previous EC meeting on 04.09.2018.

It was decided that subject to submission of pending actions within a month, minutes shall be given approval.

Item No.2

Review of action taken on the decisions of the Executive Committee Meeting held on 04.09.2018.

Chairman pointed out that all actions pending in Item No.2 shall be cleared within one month and Director committed that action in Item No.2 will be submitted to Government within a month.

Item No.3

Approval of Audit of Accounts for the year 2017-18

Executive Committee discussed in detail the Auditors Report for the year 2017-18. As rectifications are not being done as per the report it was decided that the Internal Auditors may verify the bank statement, cash book etc and all pending works noted by AG audit and internal auditors may also be authorised to clear all the accounting matters of KSREC. The revised remuneration for the additional work can be considered in the next EC.

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Item No.4

Submission of Annual Budget for the year 2018-19 and Budget Estimate Plan for 2019-20

Chairman opined that there is no point in placing the previous Budget. Director explained that as EC was not convened, the Budget could not be placed.

Regarding the Budget Estimate Plan for 2020-21, Sri.S.S.Nagesh, Chief, Agriculture Division pointed out that the Budget has not yet been submitted. Director assured that the same will be submitted before 5th October 2019 after discussing with Chief, Agriculture Division.

Item No.5

Recruitment of project staff- Qualifications modified- proposal

Executive Committee discussed the matter and Chairman directed that the recruitment shall be carried out with the existing qualifications that are prevailing now. No post is to be created at present and regarding the post of System Manager as approval was received in the earlier EC held on 04.01.2017, the same is to be taken up with Government for approval.

Item No.6

Asset funds and internal funds mobilisation

EC discussed in detail about the funds that are being kept in various accounts and Chairman enquired whether there is any Government Order or guidelines that has fixed the amount that is now being collected from individuals and its deposit in the savings bank account.

Chairman opined that the amount now being collected from individuals is revenue receipts. Hence, the action carried out in KSREC by depositing the amount in SBI account is violation of Kerala Financial Code. It was decided that the amount collected as processing fee from the individuals should be remitted to Treasury by chalan in the receipt head of treasury and chalan copy will be forwarded to KSREC.

Also, all expenditure in the work related to satellite imagery reports should be included in the proposed Budget for 2019-20 and 2020-21 and accordingly the administrative sanction shall be revised. Chief, Agriculture pointed out that there is long pendency in this work and Director assured that already he has committed to Government that the same will be completed by November 2019.

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Chairman directed to submit the SBI account break up of amount that is pooled in the single account item wise(external aided, data supply, student, internship fees, processing fee collected, IOH etc) within one month with the assistance of the internal auditors.

Item No.7

Utilising FD Interest as Non plan fund is not sufficient to meet the requirements

Executive Committee discussed in detail about the source of amount that has accrued and deposited in the treasury as fixed deposit and pointed out that interest cannot be utilised for any other purpose. Chairman directed that the amount that is deposited in Treasury for own land for the past many years should be reported to Finance Department and direction is to be obtained whether the amount is to be retained or surrendered to Government.

Item No.8

(a) Shortfall in conducting The Executive Committee Meeting

Chairman suggested that after clearing the backlog works, EC shall be convened after a month or in between and proposal is to be submitted for convening the Governing Body after two months.

Advisory Committee has been approved with the members who had submitted their nominations and as no nomination was received from IT Department it was suggested that Director, IT Mission or his nominee can be the member.

(b) Procurement of various items

All items placed in the EC are ratified as ensured by the Director, KSREC that the same has been entered in the Asset Register.

Item No.9

BSNL-100 mbps leased line connection

Chairman suggested that a committee shall be constituted with Sri.S.S.Nagesh, Chief, Agriculture Division ; Sri.K.K.Ramachandran, Group Head NCESS and Director KSREC and a meeting shall be conducted by inviting all the user departments to whom all mobile apps were developed and delivered so that feed back can be collected from these departments if apps are being used by them currently and whether there is requirement in expanding them to other levels.



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Executive Committee approved the payment of Rs.17 lakhs to BSNL annually towards the charges of 100 Mbps leased line subject to the condition that it will be met from the project cost.

Item No.10

Appointment of Sri.R.Appukuttan who retired on superannuation – Ratification

AG audit observations ^{non} in compliance of KS&SR regulations for making appointments in KSRFC were noted by the Executive Committee. Chairman directed that Director shall submit a note within a month of all the details of posts that are sanctioned by government with government order and also clarify how without sanctioned posts and upon which authority personnel are working in administration wing as remarked by AG.

EC decided that Sri.Appukuttan .R. shall be terminated with immediate effect and all the pending works related to audit shall be completed by the Chartered Accountant.

Item No.11

(a) Settlement of advance of Projects

Executive Committee viewed very seriously the fact that advance has been given to staff in violation of Article KFC 99.

Chief, Agriculture suggested that all scientists should be given note for not spending the money on their own if there is no fund in the projects and the practice of reimbursing later shall not be entertained.

Chairman directed that advance settlement is to be cleared within a month subject to the condition that Director having given permission earlier to spend the amount and upon that Finance department may verify the bills submitted and clear the pending advances.

The delay in preparation and submission of annual administrative reports noted by AG audit, was discussed and Chairman suggested that the delay in submitting the administrative report works which are pending for each year may be distributed among the Scientific staff to complete the task within a period of two months.



Item No.12

Release of Pay Revision arrear to Scientific Staff

Executive Committee discussed the release of pay revision arrear to the scientific staff and Chairman noted that Government orders state that only internal resources of KSREC should be used for releasing the pay revision arrear and in government letter it is noted that Director, KSREC should confirm that the amount deposited in SBI account can be utilised for releasing the amount.

Chairman opined that unless a break up of amount in SBI is submitted for the last three years a decision cannot be taken. Break up should make it clear as to how much of IOH has been collected in the last three years. If payment already released has not been from IOH, it is a violation of government order and letter.

It was also decided that Finance Department may verify the same with relevant records of bank account.

Item No.13

Submission from Permanent Staff of KSREC- regarding technical and administrative matters like promotion benefits, pension age modification etc.

(a) Work advance/field assistance

Executive Committee suggested to follow KSR in this case.

(b) (c) and (d)

Government directed to modify the Special rules. As per the direction, the same is to be submitted to Government and decision can be taken only upon submission of special rules.

Item No.14

Any other item with the permission of Chair

1. Plan of action for completing pending applications received under Wetland and Paddy Conservation Act

Chairman opined that there is no need of new recruitment at present for the work and all the pending works is to be carried out by the existing staff.



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2. Fixing of rates for digital data

Letter may be sent to Government and finance department for fixing the rates.

3. Hosting of data in KSRTC website and providing access to departments and general public

Executive Committee discussed and approved for hosting the data.

4. Recouping the amount to internal resources

It was decided that, as ~~per~~ there is specific Government Order, for recouping the amount, the same can be done.

5. Internal Audit Mechanism


Discussions were made and it was suggested that the internal auditors may carry out all works related to accounting.

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6. Requesting Estate Committee, Vikas Bhavan for additional space

Executive Committee approved the matter.

Meeting concluded at 12.30 p.m.


Principal Secretary to Government
Planning and Economic Affairs Department &
CHAIRMAN

