

Nabendu Kumar  
15.05.18

MINUTES OF THE REVIEW MEETING HELD IN THE CHAMBER OF THE  
MANAGING DIRECTOR WBSWC ON 11.04.2018.

The Meeting started sharp at 11.00 AM in the Chamber of the Managing Director, WBSWC. All Officers under the Corporation viz. the A.S./S.O./ Manager(QC)/A.O./Ad.O./A.D.(I&II)/Manager(RIDF)/ZO(E)/ZO(A/c) were present in the meeting. The Secretary, WBSWC was not present due to his illness.

The Managing Director, WBSWC presided over the programme and started agenda-wise discussions and follow up actions already adopted in respect of previous meeting.

Agenda No.01      Storage space and bill etc. – Regarding

The matter was discussed in detail with the Storage Officer, Accounts Officer, Manager-RIDF & A.D. (Marketing). It was reported that –

- Storage bills for all private and RIDF godown have been raised up to February,2018.
- Bills of all above godown for March,2018 is in preparation stage.
- The matter of bill raising system centrally from H.O. has already been approved by the Department of F&S and Director of Finance also. Hence the problem will be resolved automatically in future.
- The MD, WBSWC also proposed that the Training Programme for new Superintendents be held exclusively for food items, and a separate module can be developed for those Superintendents that are in SWC godowns dealing with non-food items.

Agenda No.02      M.P.R. – Regarding.

The A.D.(Marketing), WBSWC reported in detail about the status of M.P.R. compilation etc. along with some problems (of systems) those crept in during last few days. However, he was expecting that everything will be regularized within a few days and the M.P.R. of April,2018 is expected to be completed within 30.04.2018.

- The MD, WBSWC instructed A.O. to provide details of outstanding amount by next Wednesday i.e. 18.04.2018.

- The matter of Ad valorem Surcharge to be placed by next Wednesday (18.04.18) with the proposal to abolish the same by revision of storage charges (S.O. & G.O. separately).

#### Agenda No.03      Action Taken Report on last B.O.D. Meeting – Regarding

- A committee was proposed to be constituted for thorough study of proceedings of last 5 B.O.D. Meetings and compliance there of (by next 18.04.2018).
- A committee comprising of A.S. , A.O., S.O. & A.D.(Mktg) will study the storage tariff revision related issues and submit preliminary report in the next Review Meeting.
- A circular to be issued with justification formally jointly by S.O. & A.D.(Mktg) regarding relaxation of storage rate up to the limit of 25% at M.D.,WBSWC level and on case to case basis (as purely special one). This decision has already been approved by the BoD earlier.
- A market survey regarding utilization of Salt Lake Building is to be carried out. Any organization/consultant may also be engaged in this regard. Expression of Interest in newspapers or hoarding etc. may be asked for.

#### Agenda No.04      Dehiring of long term hired godowns

- After dehiring of Naskarpara warehouse, the matter of Dakshindari is to be taken for consideration.

#### Agenda No.05      Guideline required regarding :

##### Minimum quantum of space and time for G.O. & S.O. business.

- Minimum quantum of space & time for G.O. and S.O. have already taken into consideration. Formal proposal /report would be submitted soon by SO.

##### Collection of charge against weighbridges etc.

- Collection of fees from Weighbridges to be ensured with circular. Rate charged by CWC at different location and as well as market rate are to be assessed.
- Tender documents in connection with engagement H&T Contractor has not been matured. The same may be relaxed with proper justification.

The meeting ended with vote of thanks to and from the Chair.



Managing Director

Memo No. 250/(12) /Estt.A(I)-2/SWC/17-18

Date : 20.04.2018.

Copy forwarded for information and necessary to :-

1. The Secretary, WBSWC.
2. The Chief Engineer, WBSWC.
3. The Accounts Officer, WBSWC.
4. The Asstt Secretary/Manager(RIDF)/S.O./Manager(QC)/Audit Officer/  
AD(Mktg)/AD(QC)/ZO(Estab)/ZO(A/cs).



Managing Director