

PROCEEDINGS OF THE 273RD BOARD OF DIRECTORS MEETING OF WEST
BENGAL STATE WAREHOUSING CORPORATION HELD ON
17TH DECEMBER, 2019

Agenda Item No.1

To confirm the proceedings of the 272nd Meeting of Board of Directors held on 19th March, 2019.

The proceedings of the 272nd Meeting of the Board of Directors, which had been circulated to the Members, was taken as read and confirmed in the Meeting as no points or objections were raised by any of the members.

Agenda Item No.2

Taking note of follow-up action on the Resolutions of the Board in its 272nd Meeting held on 19th March, 2019.

1. *Agenda No.2(ii) of 266th BOD Meeting held on 08.12.2016 : Outstanding storage charges from Customs Authority.*

MD, WBSWC, apprised the Board regarding the action already taken by WBSWC. As directed by the Hon'ble Chairman of WBSWC, a list of Govt. approved valuers has already been prepared and communication sent to them for taking next course of actions regarding disposal of Customs stock from Hide Road warehouse. Site visit and valuation would in all probability be completed in the month of January 2020.

2. *Agenda No.4 of 267th BOD Meeting on 25.01.17 : Setting up of a Managerial set up in WBSWC.*

MD, WBSWC apprised the Board in this regard. A separate proposal has already been placed in Agenda No.9.

3. *Agenda No.5 of 268th BOD Meeting held on 28.11.17 : To consider the matter of Lease Renewal of Hide Road Warehouse Site.*

MD, WBSWC apprised the Board about the latest status of the matter and the related Court case pending before the District Judge, Alipore Court. He further apprised that the stay had not yet been granted in favour of the Corporation as the case had not yet come up for hearing.

4. *Agenda No.6 of BOD Meeting held on 28.11.17 : To consider the Salary Enhancement of the Contractual Superintendent.*

MD, WBSWC apprised the Board about the latest status in this regard.

5. *Agenda No.3 of 269th BOD held on 29.03.2018 : To consider the matter of Construction of Office Building at Salt Lake Land and utilization.*

MD, WBSWC apprised the Board about the policy of the State Govt. to drop such construction at Salt Lake land under occupation of WBSWC for the time being. Board approved the same.

6. *Agenda No.9 of the 271th Meeting BOD held on 30.01.19 : Draft Annual Accounts of the Corporation for the year 2015-16 and authorization of two Directors (one being Managing Director) to sign the Accounts on behalf of the BOD.*

Resolution noted and acted upon.

7. *Agenda No.10 of 271th Meeting of BOD held on 30.01.2019 : Provisional Annual Accounts of the Corporation from 2016-17.*

Resolution noted and acted upon.

8. *Agenda Item No.14 of 271st BOD held on 30.01.19 : Dividend for the year 2016-17.*

MD, SWC apprised the Board about the actions taken by the Corporation in this regard. The Chairman mentioned that the matter of payment of Dividend to the shareholders of WBSWC has been referred to the Finance Department, Govt. of WB, for consideration. The Regional Manager, CWC, requested for an early settlement of this matter.

9. *Agenda Item No.16(1) of 271st Meeting of BOD held on 30.01.19 : Payment of Incentive to the employees of WBSWC.*

Resolution noted and acted upon.

10. *Agenda Item No.16(2) of 271st Meeting of BOD held on 30.01.19 : Write off and write back of the unrealized and unclaimed fund for the Sundry balance.*

Discussed in separate Agenda as Item No.Misc.13/6.

11. *Agenda Item No.3 of 272nd Meeting of BOD held on 19.3.19 : To consider and approve the Budget Estimate for FY 2019-20 of WBSWC.*

Resolution noted and acted upon.

Agenda Item No.03

To consider and approve the separate Audit Reports together with the replies by the Management of WBSWC for the FY 2015-16.

The matter was discussed in detail. Both the members from CWC and the D.F. (Deptt. of F&S) highlighted some technical issues like Head of Accounts (its nomenclature) etc. The Director of Finance mentioned that "the provisions for Bad & Doubtful Debt" which has been wrongly treated as "Reserve for Bad & Doubtful Debt" as observed by CAG Audit is to be rectified as "Provisions for Bad & Doubtful debts". The Chairman, WBSWC has also suggested to incorporate the observations of CAG Audit during finalization of Accounts from the year 2017-18.

Board approved the separate Audit Report together with the replies of the Management of WBSWC.

Agenda Item No.4

To consider and approve the Draft Accounts of the Corporation for the FY 2016-17 and nomination of Two Directors to sign the same.

The matter was discussed in detail.

After threadbare discussions Board approved the Draft Accounts for FY 2016-17 and advised to send the Accounts to CAG for supplementary Audit after signing the Accounts by two Directors viz. the MD, WBSWC and the Regional Manager, CWC Kolkata. The Chairman suggested to engage one Chartered Accountant in WBSWC from open market on Contractual basis for the present to look after the Accounts and financial matter of WBSWC.

Agenda Item No.5

To consider and adopt provisional Annual Accounts of the Corporation for the year 2017-18.

The Agenda was discussed in detail. The Chairman, WBSWC suggested to request CAG to update the audit of FY 2016-17, 2017-18, 2018-19 either at a time or separately in a quick manner. The Director of Finance raised the issue of scope of



physical verification of stock at the time of audit and expressed his satisfaction at knowing about absence of any adverse report.

Board approved the provisional Annual Accounts of the Corporation for FY 2017-18.

Agenda Item No.6

To consider and adopt provisional Annual Accounts of the Corporation for the year 2018-19.

Board considered and approved.

Agenda Item No.7

To consider appointment of M/s.Bhattacharya Sengupta & Co., Chartered Accountant as Statutory Auditor of the Corporation for the FY 2016-17.

Board considered and approved.

Agenda Item No.8

To consider appointment of M/s.S.K.Bhattacharya & Co., Chartered Accountants as Statutory Auditor of the Corporation for the FY 2017-18.

Board considered and approved.

Agenda Item No.9

To consider the proposal for withdrawal of recruitment regulation for Managerial setup.

The matter was discussed in detail. Board approved the proposal for withdrawal of earlier approved managerial setup including its recruitment regulation. MD, SWC updated the Board about the expansion of the organization since last five years and hence the necessity of manpower in a changed form and befitting with the present and future requirements. The Hon'ble Chairman once again impressed upon the need of one Chartered Accountant or Finance expert in the Corporation who would be able to guide about the best practices of corporate and company finance. Further, the requirement of a Business Development Officer, who would be an expert in Marketing eliciting proposal for hiring of five godowns by private parties, would be required to find business for newer godowns as well as a good number of godowns are expected to be received from the Dept. of Food & Supply.

Agenda Item No.10

To consider the benefit of Career Advancement Scheme to the regular employees of WBSWC at par with the State Govt. employees.

Board approved the matter in principle. It will get effect only after implementation of ROPA, 2019 in the organization.

Agenda Item No.11

To consider the benefit of LTC to the regular employees of WBSWC.

The BOD approved the proposal. The D.F. raised the matter of incorporation of different Forms (Form-I & II) pursuant to the relevant Govt. order in this regard. It will get effect only after implementation of ROPA, 2019 in the organization.

Agenda item No.12

To consider the benefit of allowing Festival Incentive to all employees irrespective of cadres under disposal of WBSWC for the year 2018-19. -

Board considered and approved.

Agenda Item No.13Miscellaneous

1. Purchase of Quality Control Chemical, Fumigation covers, Rodent control chemicals and necessary equipments for chemical treatment.

Board directed to collect the approved rates of different items from FCI & CWC as well as the processes adopted by them, and place the same before the next BOD meeting for consideration.

2. Routine yearly increment at 3% in favour of the Contractual Employees under the Corporation.

Board directed to send a proposal to Finance Deptt. regarding routine yearly increment @ 3% in favour of Contractual Employees in the Pay Roll of WBSWC highlighting market indexation / inflation rate increase of DA fir State Govt. employees etc. for consideration of the matter.

3. *Repairing, Servicing, Calibration and Stamping of the Weighbridges installed at different godowns, under the management of WBSWC.*

MD, WBSWC apprised the matter and Board approved the same.

4. *Proposal for purchasing land and construction of new godowns/CFS etc.*

Board advised to place specific proposals considering Business model/Capital Expenditure, Business opportunity etc., for consideration of the matter on case to case basis. The Board further approved the selection of a Business Development Officer on Contractual basis, who would be a marketing expert, to find new business opportunities, and also help find suitable clients for new warehouse proposals.

The Chairman also advised to regularize papers in respect of all the lands presently lands under possession of WBSWC.

5. *To consider and approve allowing benefit to one Charitable Trust under CSR programme. Approved.*

Board considered and approved.

6. *To apprise the Board regarding writing off/writing back of outstanding Sundry balances up to the limit of Rs.20,000/-*

Board approved the list prepared by WBSWC with the criterion classification in terms of 10 years old and up to the limit of Rs.20,000/- . Board further advised to frame a policy in this regard after consultation with CWC and the attendant financial norms of the State Govt.

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



[Priyatu Mandal, IAS]
Managing Director



[M K Agarwal, IAS]
Chairman

No.

/(25)/Estab/A(I)-I/SWC/17-18;

Dated .

Copy forwarded for information and necessary action :-

1. The P.S. to the Commissioner Food & Principal Secretary, Food & Supplies, Govt. of West Bengal with the request to place it before the Commissioner, Food for his kind perusal.
2. to 12. All Members of Board of Directors of WBSWC(.....)
13. The Secretary, Central Warehousing Corporation.
14. The Additional Secretary, Department of Food & Supplies , Govt. of W.B.
15. The Accounts Officer, WBSWC.
- 16 to 24. The Officers posted at H.O. for taking action relevant for their section wing / CE/A.S./S.O./A.D.- Comm./Dy. Director SWC/ A.D. -Project./ Ad.O./ Z.O.(E)/Z.O.(A/c)
25. Guard File.


31/12/18
Secretary