

MINUTES OF THE 285<sup>TH</sup> MEETING OF BOARD OF DIRECTORS OF WEST BENGAL STATE WAREHOUSING CORPORATION HELD ON 1/02/2024 AT 1. 00 P.M. AT THE MEETING HALL OF KHADYASHREE BHAVAN (7<sup>TH</sup> FLOOR), KOLKATA - 700087.

MEMEBERS PRESENT

- |    |   |                      |
|----|---|----------------------|
| 1. | PARWEZ AHMAD SIDDIQUI, I.A.S.   | CHAIRMAN             |
| 2. | SRI SURANJAN DAWN, WBA&AS,<br>Financial Adviser, Food & Supplies Department, Govt.<br>of West Bengal.           | DIRECTOR             |
| 3. | SMT. SIMA HALDER, WBCS (EXE),<br>Joint Secretary, Food & Supplies Department, Govt. of<br>West Bengal.          | DIRECTOR             |
| 4. | SRI SUMIT GOBINDA CHOUDHURY, WBA&AS<br>Director of Finance, Food & Supplies Department,<br>Govt. of West Bengal | DIRECTOR             |
| 5. | SRI DEBAPATI SAHA CHOWDHURY,<br>REGIONAL MANAGER, CWC   | DIRECTOR             |
| 6. | SRI R.R. AGGARWAL, GROUP GENERAL<br>MANAGER(FINANCE), CWC   | DIRECTOR             |
| 7. | SRI SIDDHARTHA SANKAR DASH,<br>Deputy General Manager (ABU & GSS),<br>State Bank of India,                      | DIRECTOR             |
| 8. | SRI SRISTIDHAR SANTRA, IAS (RETD.),<br>Managing Director (Officiating) and OSD &<br>E.O.Secretary, WBSWC        | MANAGING<br>DIRECTOR |

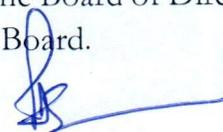
LEAVE OF ABSENCE GRANTED

- |    |  |                          |
|----|--|--------------------------|
| 1. | MS. MOUSUMI GHOSE, Assistant Secretary General,<br>FICCI Eastern Regional Council,   | DIRECTOR                 |
| 2. | SH. SANGEET, Director (Sugar & V. Oils),<br>Govt. of India, Ministry of Consumer Affairs,<br>Department of Food & Public Distribution, | DIRECTOR                 |
| 3. | SRI BIBHAS CHANDRA ADHIKARI,<br>Non-Official Director  | Non-Official<br>Director |

PARWEZ AHMAD SIDDIQUI, I.A.S., Hon'ble Chairman of the Board of Directors of the Corporation took the Chair and welcomed all the members of the Board.



SRI SRISTIDHAR SANTRA, IAS (RETD.),  
Managing Director, WBSWC



(Approved by)  
PARWEZ AHMAD SIDDIQUI, I.A.S.,  
Chairman, WBSWC

At the outset the Managing Director welcomed all of the members including the Hon'ble Chairman, Parwez Ahmad Siddiqui, I.A.S and expressed heartfelt thanks to all for participating in the meeting.

**Agenda Item No.1:**

*To confirm the proceedings of the 284<sup>th</sup> meeting of the Board of Directors held on 22/06/2023.*

The proceedings of the 284<sup>th</sup> meeting of the Board of Directors which had been circulated to the members were read and confirmed. There was no separate issues /observations from any of the Hon'ble members present.

However, the Chairman, WBSWC as an advisory opined about regular coordination among different Departments for speedy disposal of all pending works.

**Agenda Item No. 2:**

*To consider the Action Taken Report on the Resolutions adopted / discussions held in the 284<sup>th</sup> meeting of the BoD of WBSWC held on 22/06/2023.*

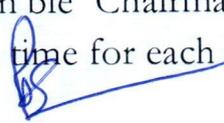
The Action Taken Report on resolution of earlier meeting was shared with all the members.

- i. Outstanding storage charges from Customs Authority.

Regarding disposal of time expiring goods under section 49 & 59 from the godowns of WBSWC, the M.D., WBSWC apprised the Hon'ble members about the latest status i.e., valuation of the said goods has been completed. It is with Customs Authority from last August 2023 and in spite of regular persuasion the permission for auction of said goods is yet to obtain. The Hon'ble Chairman has also expressed his intention to intervene in this regard.

- ii. Construction of new godowns at Cossipore & Alipurduar.

The M.D. WBSWC has apprised the Hon'ble Members about the latest status of both the projects. Hon'ble Chairman has advised some effective measures to minimize the time for each of such projects.



- iii. Payment of interest to Syama Prasad Mookerjee Port Trust, Haldia Dock Complex.

M.D., WBSWC placed the present status of the matter before the Board. Payment of interest of Rs. 46,21,757/- already made on 10/08/2023. But the registration process has not yet been completed due to non-adjustment of security amount of Rs. 4,01,643/-.

- iv. Adoption of revalued figure of 231-04 Crore as the cost of land owned by the Corporation.

The M.D., WBSWC informed the Board that WBSWC is following the cost model for valuation of all classes of properties.

- v. Payment of dividend for F.Y. 2018-19 Rs. 4,76,47,543/- to each of the shareholders for F.Y. 2018-19 has been done.

Members expressed satisfaction over the action taken.

- vi. To proposal of 30 'Days off' and 10 days Medical Leave for Contractual Superintendents.

The M.D., WBSWC apprised the matter to the members. Presently the matter is with the Department for active consideration.

**Agenda Item No. 3:**

*To consider and approve the ratification proposal for extension/ renewal of engagement in favour of the 3 nos. of Clerk cum DEOs under this Corporation .*

BoD accorded necessary approval for ratification for the period from March - 2020 to December- 2023 and also for retention of 3 Clerk cum DEO upto March 2025. In this connection the Hon'ble Chairman has advised some measures as follows:

- i. To assess the necessity of manpower with designation, no. of posts, pay scale, engagement nature (temporary or permanent etc.) in a scrupulous manner and process the file accordingly.
- ii. The Officer -in Charge of CON -Cell, Food & Supplies Department, to be invited at BoD meeting from next time as special invitee.



**Agenda Item No. 4 :**

*To consider and approve recruitment of permanent 14 Superintendents and 34 Junior Assistants in regular category .*

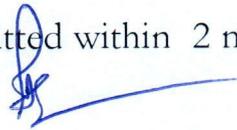
The members discussed the matter in a threadbare manner. The members from CWC and from S.B.I also shared the process as followed by their respective organization. Some members opined to start the process even before 1 year or 2 years of retirement of any person or group of persons. The Chairman advised to form an **Expert Committee** in this regard comprising the following members

- i) Secretary, WBSWC, (Chairman),
- ii) Officer -In-Charge of the Con Cell of the Food & Supplies Dept.
- iii) F.A.- Food & Supplies Dept ,
- iv) D.F. ( Food & Supplies Dept.)
- v) Joint Director (Food), WBSWC,
- vi) G.M. (Admin),
- vii) Satyajit Pal, D.D. (D.F.)

And to arrange weekly meeting on every Wednesday.

- i. Disclosure of total manpower available (all types)
- ii. To arrive at a conclusive decision regarding preparing a comprehensive proposal of manpower assessment, necessity of total manpower with their respective designations, no. of posts, pay scale, job profiles, function of each post etc. categorization and nature of posts, surrender and creation of posts, method of recruitment etc. so that a comprehensive proposal may be send to FD for approval.

The Primary / Draft report to be submitted within 2 months.



**Agenda Item No. 5 :**

*To consider and approve the Annual Accounts of the Corporation for the F.Y 2021-22.*

The matter was discussed in detail. The F.A. (Food & Supplies Dept.), D.F. (Food & Supplies Dept.), G.G.M(Finance) from CWC and the nominee from S.B.I. participated in the discussion in a threadbare manner regarding, procedural change for submission of Annual Accounts. They opined that from now audited accounts to be placed before the Board along with observation of Auditor, to lessen the time requirement for the process.

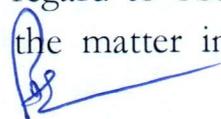
After the discussions following measures were advised for adoption.

- i) To complete the Statutory Audit in due time.
- ii) To arrange for auditors well in advance in each case.
- iii) Separate letters to be issued to A.G. to appoint Auditor for 2023-24 & 2024 -25 within next 6-7 days.
- iv) To form a Audit Committee (from the BoD members only) to review the entire matters of audit & accounts on quarterly basis.
- v) The members assigned for the Committee are-
  - (a) R.M. - CWC
  - (b) F.A. - F&S,
  - (c) D.F. - F&S and
  - (d) S.B.I Nominee along with
  - (e) A.O., WBSWC

**Agenda Item No. 6 :**

*To consider Monthly Performance Report of WBSWC for the period from April 2023 to December 2023.*

The matter was placed before the members. Board expressed satisfaction over the matter viewing positive growth in all respect. CWC nominees expressed their willingness to share their set of formats in this regard to obtain a parity in this respect. The Chairman has advised to present the matter in some different / modified ways with some additional inputs -



- i. Salient features to be highlighted before the board with some tabular and graphical representation of data etc.
- ii. Business Planning, challenges, Key areas of concern, any mentionable achievement, Performance in respect of different godowns etc. in some analytical manner.
- iii. Yearly Performance study godown wise incorporating all sorts of expenses.
- iv. Brief analysis on critical parameters.

**Agenda Item No. 7:**

*To apprise the Board regarding different ongoing projects.*

The M.D., WBSWC apprised the Board in detail in this regard. Some members including the Hon'ble Chairman has advised to prepare the same in future in a more descriptive manner including the history of the project (all physical and financial progress) in the following manner like -

- i) Date of assignment / approval of the work
- ii) Requisition for Land
- iii) Approval/Procurement for Land
- iv) Preparation of D.P.R. initiation
- v) Handing over of DPR by agency
- vi) Initiation of Tender Process
- vii) Issuance of work order
- viii) Subsequent chronological progress etc.
- ix) Reasons for delay at each step

**Agenda Item No. 8:**

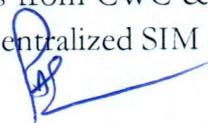
*To consider and approve the ratification proposal for festival incentive for two years 2021-22 and 2022-23.*

Board ratified the matter. The Hon'ble Chairman opined to consider it with due approval from the Board.

**Agenda Item No. 9:**

*To consider the proposal of providing smart phone for Senior Officers (Z.O./A.D. equivalent and above) in a regular manner/ interval.*

The matter was discussed in detail. Other members from CWC & SBI mentioned different practices as followed by Corporates. Issue of centralized SIM (CUG SIM) was



discussed. Finally, it was resolved that WBSWC will prepare a fresh policy in this regard and place it before the Board.

**Agenda Item No. 10:**

*To apprise the BoD regarding developments on Haldia Land.*

M.D., WBSWC apprised the Board regarding invite of 3 EOI for Commercial utilization of the space in BOT mode but failed. Now 4<sup>th</sup> EOI will be opened on 07/02/2024. The Chairman advised, in case of failure, WBSWC to proceed with its own fund to complete the unfinished work and ensure. Also he has instructed to issue an order for G.M. (Comm) to take charge of the matter and report on a regular basis regarding maintenance etc.

**Agenda Item No. 1/11:**

*To consider and approve the write off proposal of outstanding due of some Govt and non-Govt. Depositor.*

The matter was discussed in detail and the Chairman, WBSWC has instructed to come with total set of letters after carrying out the following steps under leadership of the team of Commercial Section.

- i. To search for new address atleast for the Govt. body/organization etc. from all possible sources to communicate all of its Sundry debtors along with proper claims and supporting documents. He also instructed to exert an all out efforts to find out current addressed of the Sundry debtors like personal visit, regular telephonic discussion etc. for recovery of outstanding amounts.

**Agenda Item No. 2/11:**

*Appraisal regarding taking over of 3 new godowns at Bhatar(ogram), Bhagwanpur & Goghat respectively.*

Noted.



SRI SRIVIDHAR SANTRA, IAS (RETD.),  
Managing Director, WBSWC



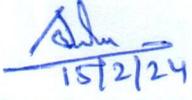
PARWEZ AHMAD SIDDIQUI, I.A.S.,  
Chairman, WBSWC

No. 3286 /(22)/Estab/A(I)-I/SWC/20-21;

Date. 15 / 02 /2024

Copy forwarded for information and necessary action to :-

1. The P.S. to the Principal Secretary, Food & Supplies, Govt. of West Bengal & the Chairman WBSWC, with the request to place it before the Principal Secretary, Food & Supplies Department and the Chairman, WBSWC.
2. to 12. All Members of Board of Directors of WBSWC (.....)
13. The Secretary, Central Warehousing Corporation.
14. The Special Secretary (GE&EM), Department of Food & Supplies, Govt. of W.B.
15. The C.G.M. (Finance), WBSWC.
- 16 to 21. All Section Heads at H.O. WBSWC.
22. Guard File.

  
15/2/24  
OSD & E.O.Secretary