

INDIAN INSTITUTE OF PUBLIC ADMINISTRATION  
INDRAPRASTHA ESTATE, BINSI ROAD, NEW DELHI

Minutes of the 382<sup>nd</sup> meeting of the Executive Council held on  
September 30, 2011 at 4.00 p.m. in the Conference Hall of the Institute

PRESENT

*In the Chair*

- |     |  |                               |
|-----|--|-------------------------------|
| 1.  | Prof. N.P. Singh                         |                               |
| 2.  | Dr. K.N. Srivastava                      |                               |
| 3.  | Prof. (Mrs.) Aruna Sivakami              |                               |
| 4.  | Prof. S.L. Goel                          |                               |
| 5.  | Prof. R.V. Dhanapalan                    |                               |
| 6.  | Shri B.V. Krishna Kumar                  |                               |
| 7.  | Dr. K. Malatsamy                         |                               |
| 8.  | Prof. S.N. Mishra                        |                               |
| 9.  | Shri N.S. Periyaswamy                    |                               |
| 10. | Prof. (Mrs) N. Rajalakshmi               |                               |
| 11. | Shri S. Ramanathan                       |                               |
| 12. | Dr. A. Eswara Reddi                      |                               |
| 13. | Prof. V. Shanmugasundaram                |                               |
| 14. | Prof. Sunita Singh                       |                               |
| 15. | Dr. Har Swarup                           |                               |
| 16. | Shri T.N. Dhar                           |                               |
| 17. | Dr. Navnit Sinha (Bihar Regional Branch) |                               |
| 18. | Prof. P.K. Chaturvedi                    | } Faculty Representatives     |
| 19. | Prof. Vinod K. Sharma                    |                               |
| 20. | Mrs. Charu Malhotra                      |                               |
| 21. | Dr. Rakesh Hooda                         | - Director & Member-Secretary |

The Executive Council mourned the sad demise of Prof. S.P. Verma, Executive Council Member, Prof. (Mrs.) S. Saroja, Executive Council Member & Vice President, IIPA and Dr. P.C. Alexander, Former Vice President, IIPA. The members appreciated their contributions to the Institute and a two minutes silence was observed to pay homage to the departed souls. Copies of condolence message as adopted by IIPA in respective condolence meetings and as sent to families of all three were made available to E.C. members.

The Chairman, Standing Committee informed the members that Shri T.N. Chaturvedi, Chairman, IIPA being unwell is not able to attend this meeting and has conveyed his best wishes to the members. All the members expressed their good wishes for his early recovery.

Shri P.K. Subramani, Jr. Director (Training) on behalf of the Secretary, Personnel and Shri J.S. Chadha, Asstt. Financial Adviser, on behalf of the Secretary, Expenditure also attended the meeting.

Dr. Naresh Kumar, Registrar, Dr. C. Giri, Dy. Registrar (Admn.), Dr. B.D. Singh, Dy. Registrar (Estt.) and Shri Suresh Chandra, Dy. Registrar (Finance) were also present to assist in the meeting.

The Chairman, Standing Committee in the absence of the Chairman, IIPA presided over the meeting.

The agenda notes (and supplementary agenda notes) were perused along with minutes of Standing Committee meeting held on September 19, 2011 which were circulated at the beginning of the meeting.

**Item No.282.1 Grant of leave of absence to Members.**

The following members could not attend the meeting and were granted leave of absence:

1. Shri T.N. Chaturvedi, Chairman IIPA
2. Dr. R. Balasubramanian
3. Shri P.R. Shampath
4. Prof. Brij Mohan Sharma
5. Prof. R.C. Sobti
6. Dr. A.K. Bhan
7. Prof. B.J. Deb
8. Dr. V.V. Rama Subba Rao
9. Shri Johny Joseph
10. Shri S.C. Hota
11. Shri Jatin Hazarika
12. Mrs. Sudha Pillai

**Item No.282.2 (a) Confirmation of the Minutes of the 281<sup>st</sup> meeting of the Executive Council held on March 29, 2011.**

The minutes as circulated, were confirmed.

**(b) Action taken on the minutes referred to above.**

The action taken report was approved with the following observations:

Item No.281.2 (a) (i) (iii) regarding admission of new members.

On being pointed out by Vice President Dr. K.N. Srivastava regarding non-admitting an applicant as member namely Shri Anand Pathak by the Screening Committee, the Chairman mentioned that his case stands approved.

Item No.281.4 Dates for the Annual General Body Meeting and Members' Annual Conference.

Dr. K. Malaisamy while noting the office remarks that Hon'ble Vice President of India/President, IIPA will not be able to preside over and address the General Body Meeting this year. mentioned that while inviting such high dignitaries proper personal follow up should have been made and such invitations should not be sent through letters only. Prof. R.V. Dhanapalan mentioned that proper protocol is required to be followed in such matters and we should lay down some procedure which should be followed in future, as presence of such high dignitaries enhances the image of the Institute. Prof. V. Shanmugasundaram enquired about the procedure followed this time. The Director clarified that as in the past a letter was sent by the Chairman, IIPA to the President of the Institute seeking his convenience for presiding over the AGM on any one convenient date out of the two alternate sets of dates i.e. 14 & 21 October, 2011 approved by the Executive Council. Subsequently as Director normally does not write directly to the President but to his Secretary. Director contacted and also wrote to Secretary to Vice President of India and followed up. The same procedure were followed last year and President of IIPA agreed to come then. This year he conveyed his regrets well in advance. It was also clarified that as per decision in last E.C. we could only request the President for two possible dates i.e. 14 October and 21 October. In fact this was the practice followed earlier also and in some years in the past the President has come to AGM while in some years he has regretted. He further informed that with the approval of Chairman, Standing Committee & Chairman IIPA, the MoSPP Shri V. Narayanasamy has been invited to preside over the inauguration of Members' Annual Conference on 22<sup>nd</sup> October, 2011 and he has kindly agreed for the same. It was further clarified by him that as per IIPA Rules the AGM can be presided over by the President of the Institute and in his absence by the Chairman, IIPA and in the absence of both, one of the Vice Presidents preside over the General Body Meeting.

After some discussions, the Chairman advised that in future a revised protocol will be worked out and followed for future and Director, Chairman, IIPA or Chairman, Standing Committee or some distinguished E.C. member(s) may meet the President of the Institute well in advance for seeking his convenience for any date even other than dates recommended by the Executive Council for presiding over the AGM during the month of October.

Item No.281.10 (i) Inactive Regional/Local Branches of the Institute.

Dr. K. Malaisamy enquired that by which time Prof. Aruna Sivakami, Vice President, IIPA will visit the three Local Branches assigned to her for reactivation namely, Virudhunagar, Salem and Tirunelveli. Dr. N. Rajalakshmi mentioned that Prof. M. Muthiah, Secretary of Tirunelveli Local Branch has been representing regarding non-receipt of financial assistance including pending TA claim for attending the Branch Heads meeting from the Headquarter. The Chairman mentioned that this is the similar case like Magadh Local Branch and we may release the necessary pending financial assistance after examining the pending issues and obtaining necessary directions from competent authority.

Prof. Aruna Sivakami mentioned that she has now collected the necessary papers and will be visiting shortly the remaining two Local Branches i.e. Virudhunagar & Salem and requested for reimbursement of her TA claims for making visit. Prof. R.V. Dhanapalan mentioned that he will provide necessary transportation for her visit to Salem Local Branch. The Chairman mentioned that now she may be reimbursed TA claims as per rules for one Local Branch only i.e. Virudhunagar. She was requested to submit her report for activation of these two Local Branches at the earliest.

The Executive Council approved recommendation of Standing Committee that amount of Rs.3997/- outstanding in name of Magadh Local Branch for 1998-99 be written off to facilitate fresh working of newly revived Magadh Local Branch.

With regard to issue of non-applicability for Regional & Local Branches of Income Tax exemption available to the IIPA Headquarter, Dr. Malaisamy referred the office remarks that the issue is being examined by the Chartered Accountants enquired whether they are competent enough in the matter and that a decision is required to be taken in the matter as this issue is pending for a long time. Shri S. Ramanathan mentioned that some Branches are really facing problem for getting the necessary exemption. Since either they would have to seek separate registration under the Societies Registration Act of the State concerned or their accounts may need to be merged at the Headquarter for seeking exemption. Prof. R.V. Dhanapalan mentioned that any education institute is eligible for tax exemption under Section 10(A) of Income Tax Act and similarly for donations exemption is available under Section 80(G), however for obtaining the same the conditions are now quite stringent. Prof. V. Shanmugasundaram enquired whether accounts of the Branches can be incorporated. The Director mentioned that I am also a member of ISTD and they are also facing a similar

problem. Merger of accounts of all the Branches at Headquarter is practically not possible since all the Branches may not be sending the accounts in time and moreover getting the audit of the same done at Headquarter from Chartered Accountants and CAG will not be feasible. He further mentioned that we have already exemption from Income Tax regarding our receipts but not under Section 80(G). Prof. R.V. Dhanapalan mentioned that Director's observation is valid and may also be taken into consideration and some way out may be found as some branches could be receiving donations.

The Chairman requested the representative of Secretary, Expenditure, Shri J.S. Chadha, AFA (Home) to help the Director in this regard and advised the Director to discuss the matter in a committee comprising Director, AFA, Registrar and a Faculty Member IIPA and to submit its report within 3-4 months. The Director mentioned that assistance from professionals i.e. Legal & CA would also be required in the committee and it was agreed to.

Item No.281.10 (ix) Note from Prof. P.K Chaubey

On pointing out by Prof. P.K. Chaubey the office remarks, "necessary action since been taken" was rectified as "necessary action since been initiated".

With regard to proposal of getting IIPA declared as an Institute of National Importance, a lot of discussions took place and various members mentioned that this issue is pending for quite a long time and number of committees had submitted their reports and even a resolution was passed by the General Body in the matter. However the matter is still pending. The Executive Council passed a resolution that efforts be made to make IIPA the Institute of National Importance and that in this direction at an appropriate time a delegation may meet the President of the Institute to help in the matter.

**Item No.282.3      Draft Annual Report for 2010-2011.**

The Director informed the Council that the committee constituted for the purpose of preparing and editing the draft Annual report had two meetings and finalized the Annual Report. The Standing Committee has recommended that the E.C. approve it. The Executive Council appreciated the efforts of the members as the Annual Report has improved as compared to previous years report in terms of information provided. Dr. Malaisamy enquired whether all the suggestions received earlier have been complied with. The Director mentioned that one decision of Executive Council regarding providing the members profile

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could not be carried out due to non-availability of necessary data for which the members have been requested and this information will be provided in subsequent years as and when same is received from the remaining members.

The Chairman mentioned that two representatives from Gol i.e. from Dept. of Expenditure & DoPT are present and requested them to favourably consider our three proposals regarding revised pension as per 6<sup>th</sup> PC rates on priority and 12<sup>th</sup> Plan proposal, as well as a special proposal for funding of second campus at Greater Noida as IIPA is in the process of getting IIPA declared as National Institute of Importance. The representative from DoPT mentioned that each of the proposals will be examined and in consultation with Home (Finance) and if proposals are found to be suitable then matter may have to be referred to Dept. of Expenditure. Thereafter the necessary decision as may be taken will be conveyed. The Director mentioned that earlier the Gol has turned down thrice the proposal for providing Government funding for revised pension as per 6<sup>th</sup> PC rates however now some alternatives have been suggested and informal discussions with DoPT officers will be held shortly. The 12<sup>th</sup> Five Year Plan proposals are under processing within DoPT. As regards the proposal for second campus it will be submitted shortly.

The Executive Council recommended adoption of the Annual Report 2010-2011 by the General Body, as recommended by the Standing Committee.

**Item No.282.4            Balance-sheet and Audited Statement of Accounts for 2010-2011 together with the Report of the Chartered Accountants.**

The Director briefly apprised the members that during the year 2010-2011 the Institute has been able to generate surplus of Rs.61.42 lakh. And after adjusting this amount against the cumulative deficit upto the previous year of Rs.66.34 lakh a sum of Rs.4.92 lakh has been carried over as deficit to balance sheet. He further informed about increase in internal receipts and particularly substantive increase in receipt of training fee. He mentioned that if the income from consultancies and research projects are taken together, it was almost equal to the figure of last year. The Standing Committee has recommended that the E.C. approve the accounts.

Some members mentioned that in future the annual accounts may be sent well in advance. The Chairman mentioned that in future it should be sent 15 days before the date of meeting.

With these observations, the Executive Council recommended the Balance-sheet and Audited Statement of Accounts for 2010-2011 together with the Report of the Chartered Accountants, for adoption by the General Body.

**Item No.282.5      Removal of members in arrears for more than two years (2009 & 2010) from the roll of membership of the Institute under Rule 35(1).**

The Executive Council approved the recommendation of the Standing Committee that one more chance may be given to the defaulting members to remit the necessary arrears of subscription before date of AGM 2011 i.e. 21 October, 2011 failing which their membership may be treated as removed.

**Item No.282.6      Draft office remarks on suggestions/observations made by members in the AGM held on October 29, 2010.**

Shri T.N. Dhar drew the attention to a suggestion made by one member regarding improving the system of despatch of ballot papers. It was mentioned to him that this is coming as separate agenda item for sending the ballot papers by regd. post instead of U.P.C.

The Executive Council accepted the office remarks on the suggestions/observations made by the members in the AGM held on October 29, 2010, as recommended by the Standing Committee.

**Item No.282.7      Draft office remarks on the suggestions/observations made by the Office Bearers of the Regional & Local Branches in its meeting held on October 29, 2010.**

The Chairman enquired from Shri T.N. Dhar that a committee was constituted under his Chairmanship for Development of Branches and requested him to submit its recommendations within 3 months. Shri T.N. Dhar mentioned that he will convene the meeting of the committee shortly and submit the recommendations within 2-3 months. However he requested for secretarial assistance from the Headquarter. The Chairman mentioned that this will be provided.

The Executive Council accepted the office remarks on the suggestions/observations made by the office bearers of the Regional & Local Branches in its meeting held on October 29, 2010, as recommended by the Standing Committee.

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**Item No.282.8 "Paul H. Appleby Award" for Distinguished Services to IIPA and to Public Administration.**

The Executive Council approved the recommendation of the Paul Appleby Award Selection Committee as approved by Chairman IIPA for honouring the following members (names are given in alphabetic order) during the AGM 2011 and congratulated the awardees.

1. Prof. R.V. Dhanapalan
2. Prof. S.N. Mishra
3. Dr. (Mrs.) Marina Rita Pinto
4. Dr. (Mrs.) Yashoda Shanmugasundaram
5. Prof. N.P. Singh
6. Dr. Krishna K. Tummala (USA)

**Item No.282.9 To fill up the casual vacancy amongst the members of Executive Council caused due to death of Prof. S.P. Verma, Member of the Executive Council 2008-2012.**

It was mentioned that since one more vacancy has been caused due to sad demise of Prof. S. Saroja, EC Member & Vice President, IIPA as such now there are two casual vacancies to be filled in. Dr. Malaisamy suggested that this item may be deferred and the issue of modalities of how to fill up the two casual vacancies may be worked out and considered subsequently after AGM of 2011. Thus decision was deferred.

**Item No.282.10 A brief report on the important activities of the Institute during April-August, 2011 relating to:**

- (a) Training Programmes,
- (b) Status of Research & Consultancy Projects,
- (c) Conferences/Seminars,
- (d) Visitors to the Institute.

While noting the above item Dr. K. Malaisamy enquired whether any programme is being organized for private sector and the income from research & consultancy should increase as it is almost equal to that of last year. The Director mentioned private sector is not so interested in public administration. However last year 9 programmes were conducted for foreign participants. Major efforts is on for Gol and Public Sector Undertakings. Prof. V.K. Sharma mentioned that our mandate is for Gol and not for private sector. The number of programmes and income has increased quite substantially and this year the income from training programmes will be much more. On being enquired about the competence of IIPA's trainers, Prof. P.K. Chaubey mentioned that we have an edge over private sector trainers.



Prof. R.V. Dhanapalan while noting the report of APPPA Programme from the Annual Report mentioned that we should also get the feed back from the sponsoring departments/organizations. The Director mentioned that this course is sponsored by DoPT and every year they receive 60-70 nominations out of which they select about 40 to 45 participants. This year 38 participants from various organizations including defence etc. have joined the programme. The participants during the course are sent for a foreign visit as well as rural/urban visits. The degree is awarded by the Panjab University and programme/course review is done by the DoPT and the Panjab University in consultation with IIPA. An APPPA Review Committee consisting various representatives from various quarters under Director's Chairmanship with Jt. Secretary (Training) as representative from DoPT etc. is also reviewing the programme. Now DoPT has asked committee for considering to increase the duration of the programme from 9 to 10 months. From next year we will further improve the programme.

Prof. R.V. Dhanapalan further mentioned that we should have some short term programmes for parliamentarians. The Director mentioned that efforts will be made in this regard. Prof. Dhanapalan further mentioned that since number of distinguished E.C. members can stay for 2-3 days their expertise can be utilized by the Institute as resource persons. The Chairman mentioned that this has already been discussed with Prof. V.K. Sharma, Training (Coordinator) also an E.C. member present in the meeting that we should start utilizing expertise of one or two E.C. members from November, 2011 onwards. However to save on TA/DA costs it should be linked to when E.C. members visit Delhi for committee meetings.

He further requested the faculty members to undertake more and more research work.

The Chairman mentioned that some faculty have done good job and we are going to recruit some more faculty to further enhance the academic activities.

**Item No.282.11      Extension the age of superannuation of Prof. S.S. Singh, from 62 to 65 years presently working as Director, NILU, Bhopal.**

The Executive Council approved the following recommendation of the Standing Committee:

- (i) His age of superannuation may be enhanced from 62 to 65 years from 30.6.2011 on the condition that during the final year i.e. between his 64<sup>th</sup> & 65<sup>th</sup> year of age, he would be available to work full time in IIPA ( as per undertaking submitted by him).

- (ii) His deputation earlier extended upto the date of next E.C. meeting i.e. upto 20<sup>th</sup> September, 2011 may be approved and be further extended upto 22<sup>nd</sup> June, 2013 (i.e. upto the date of completion of his five years term as Director, NLIU Bhopal).

**Item No.282.12      Recommendations of the Screening Committee for admission of new members.**

The Executive Council approved the recommendations made by the Screening Committee for the admission of new members, as recommended by the Standing Committee. The E.C. also accepted Screening Committee suggestion that henceforth the Director may decide on all applications for Associate and Student Membership as per the norms and the decisions be reported in subsequent E.C. meeting.

**Item No.282.13      Grant-in-aid from Consumer Welfare fund to IIPA for State Consumer Helpline Knowledge Resource Management Portal (SCHKRMP) for coordination and monitoring of scheme on State Consumer Helpline.**

Noted.

**Item No.282.14      Augmentation of financial resource – revision of tariff for Hostel rooms (except IIPA Members) and infrastructural facilities.**

The Executive Council approved the recommendation of the Standing Committee for revision of Tariff for Hostel rooms as per agenda note and also for authorizing the Director to consider at his discretion in case of rates for bulk booking of other infrastructure facilities.

**Item No.282.15      Presentation by the faculty members each for a Research & Consultancy Assignment.**

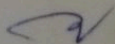
The two faculty members made brief presentations of research project & consultancy assignment completed by them as follows:

Prof. K.K. Pandey – Mobilization of Own Financial Resources

Prof. Pranab Banerji – Evaluation of Plan Schemes: Export Promotion through Film Festivals and Participation in Film Markets in India and Abroad

The members joined the Chairman in congratulating both the faculty members for their excellent work done and presentation thereof.

It was decided that in future such presentations by faculty members be got made at the beginning of the E.C. meeting, before transacting other business of the E.C.



Item No.282.16      Items to Report:

(A) Foreign visits of Faculty.

Noted.

(B) Joining of new Faculty.

Noted.

(C) Acceptance of technical resignation and reliving of Shri J.K. Tripathi, Dy. Registrar (Finance).

Noted.

(D) Joining of Shri Suresh Chandra as Dy. Registrar (Finance) on Contract basis.

Noted.

(E) Revision of Daily Allowance for outstation E.C. Members.

Noted.

(F) Extension/revision of benefits/allowances as per Sixth PC recommendations.

Noted.

(G) Minutes of the Rules Committee dated 25 May, 2011.

Noted.

(H) Minutes of the Rules Committee dated 26 July, 2011 and minutes of the Redressal of Grievance Committee dated 27 July, 2011.

Noted.

(I) Minutes of the meeting of the Committee for appointment of Consultants on an Honorarium of Rs.30,000/- or more per month.

Noted.

Item No.282.17      Any other business with the permission of the Chairman.

(i) Special Meeting of the General Body regarding increase in the annual subscription payable by Corporate Members of IIPA.

The Executive Council approved the recommendation of the Standing Committee for withdrawing the proposal approved during the last E.C. meeting. And approved that necessary information may be given through newsletter/website regarding not convening the

Special Meeting of the General Body. And it may also be duly reported to the President of the Institute who had permitted the convening of the Special Meeting of General Body to consider the amendment.

**(ii) Amendment in the Byelaw No. 5(12) of the Election Byelaws.**

The Executive Council approved the recommendations of the Standing Committee for necessary amendment in the existing election byelaw No.5(12) to replace the word "U.P.C." by "Regd. Post" as per the agenda note circulated. The amendment should be publicized through IIPA Newsletter and IIPA website.

**(iii)** Standing Committee's recommendation was approved by E.C. that in future before February 1<sup>st</sup> every year Director would after consulting Chairman, IIPA and Chairman, Standing Committee announce the topic of annual members' conference. Accordingly faculty member concerned should write theme paper latest by 15 April so that by June end the theme paper can be sent to all the branches to organize their prelude conferences well in time.

**(iv) Minutes of the 69<sup>th</sup> meeting of the Academic Committee held on 15<sup>th</sup> September, 2011.**

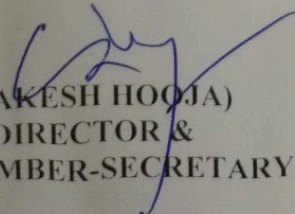
Noted.

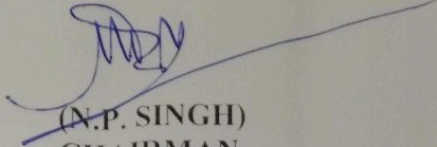
**(v) Minutes of the 237<sup>th</sup> meeting of the Standing Committee held on 19<sup>th</sup> September, 2011.**

On pointing out by Prof. S.N. Mishra regarding the issue of payment of arrears of pension received and implementation of the revised pension, the Chairman mentioned that in the minutes of the Standing Committee under Item No.237.4 in para 4 in the last line the wordings "before AGM some decision will be taken in the matter by IIPA" may be read as "before AGM final decision will be taken in the matter by IIPA".

Copies of the theme paper for Members' Conference 2011 were made available to all E.C. members.

The meeting ended with a vote of thanks to the Chair.

  
(RAKESH HOJJA)  
DIRECTOR &  
MEMBER-SECRETARY

  
(N.P. SINGH)  
CHAIRMAN