

MINUTES OF 71st MEETING OF BOARD OF DIRECTORS OF HARYANA STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD. HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING AND ROADS) DEPARTMENT ON 16.02.2018

Present:- ;

Sr. No.	Name	Designation
1.	Sh. Alok Nigam, IAS Addl. Chief Secretary to Govt. Haryana Public Works (B&R) Deptt.	Chairman
2.	Sh. Rakesh Manocha, E-in-C, Hr.PWD B&R cum Managing Director, HSRDC	Director
3.	Ms. Pankaj Chaudhry, HCS Special Secretary to Government Haryana Public Works (Building & Roads) Department Chandigarh	Director
4.	Sh. R.K. Gandhi, Executive Director, HSRDC Panchkula	Director

**Agenda Item No.71.01
LEAVE OF ABSENCE**

The Board granted leave of absence to Sh. Sunil Saran, IES, Secretary Finance, Sh. Hardeep Mahotra and Dr. Paratibha Aggarwal.

**Agenda Item No. 71.02
TO CONFIRM THE MINUTES OF 70th MEETING OF THE BOARD OF DIRECTORS**

The Minutes of the 70th meeting of the Board of Directors of the Corporation held on 19.12.2017 are hereby approved and confirmed.

Agenda Item No. 71.03

FOLLOW UP ACTION ON THE DECISION TAKEN IN THE PREVIOUS (70th) MEETING OF BOARD OF DIRECTORS OF HARYANA STATE ROADS AND BRIDGES DEVELOPMENT CORPORATION LTD. HELD UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY TO GOVERNMENT, HARYANA PUBLIC WORKS (BUILDING AND ROADS) DEPARTMENT.

AGENDA ITEM	DECISION OF THE BOARD
<p>Supplementary agenda item No.1 of 69th meeting PROVIDING THE SERVICES OF ONE REGULAR ACCOUNTS OFFICER IN HSRDC.</p> <p><i>Board approved the item.</i></p> <p><i>The matter has been referred to Government to provide the services of one Regular Accounts Officer in HSRDC vide UO No. 2489 dated 22.09.2017. However, no AO has been appointed so far.</i></p> <p>For engagement of Accounts Officer for stopgap arrangement on contract basis, walk-in-interview has been held on 11.12.2017 and the decision to appoint shall be taken shortly.</p> <p><i>Sh.S.N. Jain(Retd.) has been appointed as Accounts Officer in HSRDC by the competent authority through walk-in-interview on contact basis w.e.f. 27.12.2017 to 26.06.2018 vide letter No.5311/HSRDC dated 27.12.2017.</i></p>	<p>Board took note of it.</p>
<p>Supplementary agenda item No. 4 of 69th meeting. CREATION OF TWO POSTS OF GENERAL MANAGER IN HSRDC.</p> <p><i>Board approved the item and desired that a UO reference be made to Government / Finance Department for creation of two posts of General Manager in the rank of Superintending Engineer.</i></p> <p><i>The matter has been referred to Government for creation of two posts of General Manager in the rank of Superintending Engineer in HSRDC vide UO No.2591/HSRDC dated 28.09.2017 but approval has not been received.</i></p> <p><i>Till posts of GMs are created by FD, it is proposed that 2 SEs may be taken on deputation from PWD B&R as a stop gap arrangement and in the interest of execution of development works.</i></p>	

Sh. Anil Dahiya, who is a Senior Executive Engineer in Haryana PWD (B&R) Br. may be taken on deputation as General Manager and one more SE may be taken on deputation from Haryana PWD B&R and posted as General Manager at Sonapat to look after the on-going works under NCRPB Loan Scheme at NCR Region i.e. Sonapat, Rewari, Rohtak, Hisar, Panipat, Gurugram Districts etc.

The Board decided that the services of two senior most Executive Engineers of Haryana PWD (B&R) Br. may be placed with HSRDC on deputation for working as General Manager, one at HSRDC Head Office and another at Sonapat to look after the works of HSRDC.

ATR given against Agenda Item No. 70.18.

Agenda Item No. 70.13

RETAINERSHIP OF SH. VARUN KATYAL, ADVOCATE

Sh. Varun Katyal, Advocate was appointed as Legal Advisor in HSRDC vide this office letter no.353/HSRDC dated 18.01.2010 for advice in legal matters at a fee of Rs.1000/- per case, after approval from Board of Directors in its 38th meeting held on 22.03.2010.

Sh. Varun Katyal, Advocate has made a request dated 27.06.2016 that instead of fee per case he may be given Rs.15000 per month on monthly retainership basis. He has stated that he will not charge fee for legal opinion, conferences, vetting of contracts, vetting of replies to be filed to be filed Ld. Courts and Arbitrators and other documents and the Board in its 65th meeting considered the matter and decided to engage on retainership fee of Rs.10,000/- per month which will include legal opinion, conferences, vetting of contracts, vetting of replies to be filed to be filed Ld. Courts and Arbitrators and other documents.

Now, Sh. Varun Katyal, he has submitted an application to enhance his retainership from Rs.10,000/- to Rs.20,000/- per month on the pattern of Punjab Police Housing Corporation Ltd., at the fee of Rs.20,000/- where he is already getting the fee of Rs.20,000/-.

Matter is placed before Board of Directors of HSRDC for consideration and Board approved the item.

Retainership of Sh. Varun Katyal, Legal Advisor, HSRDC has been enhanced to Rs. 20,000/-.

Board took note of it.

Agenda Item No. 70.15

CONSTRUCTION OF ROB_s IN THE AREA OF NATIONAL CAPITAL REGION (NCR) SITUATED IN THE STATE OF HARYANA.

It is brought to the notice of Board that the Hon'ble PWM held a meeting on 27.09.2017 to review the administrative structure viz-a-viz workload of the HSRDC. The meeting was attended by ACSPW, Technical Advisor and MD, HSRDC.

It was decided in the above meeting that since majority of the works being carried out by HSRDC falls in NCR area, therefore it would be appropriate that responsibility of construction of all the ROB_s /RUB_s on the level crossings situated in NCR area spreaded in 14 districts (Faridabad, Gurgaon, Mewat , Rohtak, Sonapat, Rewari, Jhajjar, Panipat, Palwal, Bhiwani, Charkhi Dadri, Mahendragarh, Jind and Karnal) and 2 Counter Magnet Towns (Ambala & Hissar) of Haryana State should also be initiated by HSRDC except under CRF/NH and on those ROB_s which are already in progress on PWD roads under the supervision of Haryana PWD (B&R).

Accordingly, ACSPW vide letter no. 13/54/2017-2B&R (W) dated 10.10.2017 requested the Engineer-in-Chief, Haryana PWD (B&R) Br. Chandigarh to transfer all the record / data available with his office pertaining to NCR area to MD, HSRDC immediately.

In the meantime, the Govt. has also clarified to the Engineer-in-Chief, Haryana PWD (B&R) vide letter substituted with the same number and date that complete record of the NCR area including Two Counter Magnet Towns (Ambala & Hissar) may be transferred to MD, HSRDC.

This office has also requested all the concerned SEs with copy to Engineer-in-Chief, Haryana PWD (B&R) Br. vide letter no. 3809-19 dated 11.10.2017 to transfer the record but complete record is yet to be received.

Above position is brought to the notice of Board with the request to direct Haryana PWD (B&R) Br. to transfer all the relevant record to HSRDC.

Board approved the item.

HSRDC is still in process of receiving the files in piece meal from time to time from Haryana PWD (B&R). It is not known whether any file is yet to be sent by Haryana PWD (B&R) or not. May seek the clarification from Chief Engineer (Bridges) Head Office.

Board approved this item.

Agenda Item No. 70.16

SANCTION OF NEW BUILDING WORKS OF BHAGAT PHOOL SINGH MAHILA VISHWAVIDALAYA, KHANPUR KALAN SONEPAT

It is brought to the notice of Board of Directors, HSRDC that it was decided that construction of following 5 No. building works of BPSMV, Khanpur Kalan Sonepat may be got done through HSRDC and Administrative Approval with the amount indicated against each has been accorded by the university:-

Sr. No.	Name of work	Amount of Administrative Approval
1.	Construction of Auditorium at BPSMV, Khanpur Kalan	Rs.44.21 Cr.
2.	Construction of Hostel No. 9 and Transit Accommodation at BPSMV, Khanpur Kalan	Rs.24.47 Cr.
3.	Construction of Teaching Block at Regional Centre, Lula Ahir, Rewari at BPSMV Khanpur Kalan	Rs.15.00 Cr.
4.	Construction of Teaching Block at Regional Centre, Kharal (Jind) at BPSMV Khanpur Kalan	Rs.13.50 Cr.
5.	Construction of Academic Block at South Campus, Bhainswal Kalan at BPSMV Khanpur Kalan	Rs.12.40 Cr.
	Total	Rs.109.58 Cr.

Registrar, BPSMV has not deposited any fund against the amount of Rs.109.58 Core inspite of several reminders issued by this office vide memo No. 3411/ HSRDC dated 15.09.2017, No.3569/HSRDC dated 29.09.2017 & No. 3773/HSRDC dated 01.10.2017 and DO letter No. 95 dated 18.10.2017. As per Clause 8.4.5 of PWD Code, one-third of the estimated cost needs to be deposited by BPSMV in advance before calling bids of any work. In view of this, the tenders of above works cannot be called as per PWD Code.

The above position is brought to the notice of Board for information.

Board took note of it.

No funds have been received from Bhagat Phool Singh Mahila Vishwavidalaya Khanpur Kalan, District Sonapat. Matter is being taken up with the authorities.

Board took note of it.

Agenda Item No. 70.18
REQUIREMENT OF STAFF IN HSRDC.

It is submitted that the following staff was sanctioned for HSRDC Head office vide Government memo No. 9/60/09-3B&R(W) dated 25.06.2009:-

Sr. No.	Name of post	HO HSRDC
1.	Managing Director	1
2.	Dy. General Manager	1+1=2
3.	Manager	1+1=2
4.	Assistant Manager	4
5.	Company Secretary-cum-Chartered Accountant	1
6.	Admn. Officer	1
7.	Accounts Officer	1
8.	Superintendent	1
9.	Personal Assistant	1
10.	Assistant Programmer / Programmer	1
11.	S.S. Stenographer	1
12.	Assistant	1+3=4
14.	Circle Head Draftsman	--
15.	Head Draftsman	1
16.	Clerk-cum-Computer Operators	3
17.	Driver	1
18.	Peon	2+3=5
19.	Chowkidar	1
	Total	31

All works of ROBs in NCR region of the state which were being executed by PWD (B&R) Department have now been transferred to the HSRDC. Besides this, below listed works have been approved by NCRPB in the meeting of PSMG-I held on 14.11.2017:-

Sr. No	Name of work	Approx. cost (Rs. in Cr.)
1	ROB at LC-564 in Palwal district.	44.70
2	ROB at LC-561 in Palwal district.	48.12
3	Up-gradation of existing Sonipat-Rathdhana-Narela Road from Km 2.310 to 14.800 in Sonipat District	101.81
4	Construction of link road from Rewari-Narnaul Road to Rewari-Jhajjar Road via Rewari-Dadri Road and Rewari-Mohindergarh Road including three no. ROBs (Proposed Bye Pass) in Rewari Distt.	176.23

There is acute shortage of staff in HSRDC Head Office. A number of court cases and arbitration cases are going on in HSRDC. Further, all DNITs are examined at the level of Head Office and only one post of Head Draftsman is sanctioned. To cope up with the work, it is recommended that following additional posts are immediate required in Head Office of HSRDC at Panchkula:-

- | | |
|--|-----|
| 1. General Manager (in the rank of SE) | = 1 |
| 2. Manager (in the rank of SDE) | = 1 |
| 3. Assistants | = 3 |
| 4. Circle Head Draftsman | = 1 |
| 5. Head Draftsman | = 1 |
| 6. Clerk cum Computer Operators | = 7 |
| 7. Drivers | = 2 |
| 8. Chowkidar | = 1 |

For the present, these posts will be filled up either on deputation from Haryana PWD (B&R) Br. or on contract basis. The post of Chowkidar will be filled through outsourcing.

As such the posts in Head Office HSRDC will be as under:-

Sr. No.	Name of post	Already Sanctioned	Proposed addition	Proposed Strength
1.	Managing Director	1	--	1
2.	General Manager	--	1	1
3.	Dy. General Manager	2	--	2
4.	Manager	2	1	3
5.	Assistant Manager	4	--	4
6.	Company Secretary-cum-Chartered Accountant	1	--	1
7.	Admn. Officer	1	--	1
8.	Accounts Officer	1	--	1
9.	Superintendent	1	--	1
10.	Personal Assistant	1	--	1
11.	Assistant Programmer / Programmer	1	--	1
12.	S.S. Stenographer	1	--	1
13.	Assistant	4	3	7
14.	Circle Head Draftsman	--	1	1

15.	Head Draftsman	1	1	2
16.	Clerk-cum-Computer Operators	3	7	10
17.	Driver	1	2	3
18.	Peon	5	--	5
19.	Chowkidar	1	1	2
	Total	31	17	48

Board approved the agenda item.

The meeting with Finance Department regarding creation of posts has been held on 02.02.2018 and Finance Department agreed to create posts. The approval is yet awaited.

Board took note of it.

Agenda Item No. 70.19

CONSTITUTION OF NOMINATION AND REMUNERATION COMMITTEE OF HSRDC AS PER REQUIREMENT OF SECTION 178(1) OF THE COMPANY'S ACT 2013.

Principal Accountant General(Audit), Haryana vide letter No. ES-I/CA-II/PDP-5/Corporate Governance / 2017-18 / F-180/23-35 dated 31.05.2017 brought that Section 178(1) of the Indian Companies Act, 2013 stipulates that the following classes of Companies shall constitute a Nomination and Remuneration Committee:-

- (a) All public companies having paid up capital of Ten Crore rupees or more,
- (b) All public companies having turnover of One Hundred Crore rupees or more,
- (c) All public companies, having an aggregate loans and borrowings or debentures or deposits exceeding Fifty Crore rupees or more.

Since the Corporation is registered under the Companies Act, 1961 as such the matter was placed before the Board of Directors in its 68th meeting held on 21.06.2017. The Board of Directors, HSRDC decided as under:-

The Board approved the proposal for Constitution of nomination and remuneration committee as per requirement of section 178 (1) of the companies act 2013 with the following two members :-

1. Ms. Pankaj Chaudhry, HCS, Director
2. Sh. Hardeep Mahotra, Director

Regarding 3rd member, Board further desired that a reference may be made to Finance Department for recommending the name of one Member from Finance Department.

Accordingly, the matter was referred to Finance Department and FD vide UO No. 13/83/SA/HBPE(FD) dated 17/24.11.2017 has advised to appoint an Independent Director as the 3rd member of the Nomination and Remuneration Committee.

Accordingly the issue is placed before Board of Directors for suggesting for appointment of an Independent Director as the 3rd member of the Nomination and Remuneration Committee.

Board considered the agenda item and decided that Chief Accounts Officer, Haryana PWD (B&R) Br. may be appointed as the 3rd member of the Nomination and Remuneration Committee.

*As per Clause 178 of Companies' Act (**Annexure A**), the Board of directors of every listed company and such other clause or clauses of companies, as may be prescribed shall constitute the nomination and remuneration committee consisting of three or more non-Executive Directors out of which not less than one half shall be Independent Directors.*

Provided that Chairperson of the company (whether executive or non-executive may be appointed as a Member of the Nomination and Remuneration committee but shall not chair such Committee.

At present only one person namely Sh. Hardeep Mahotra is Independent Director and he has already been made Member of Nomination and Remuneration Committee.

For appointment of 2nd Independent Director of the said Committee, one Independent Director of BOD, HSRDC will have to be appointed.

BOD, HSRDC may kindly decide the name of one Independent Director of BOD whose name will be included in the Nomination and Remuneration Committee.

Board desired that a search committee may be constituted to suggest the name of one Independent Director of BOD, HSRDC

Agenda Item No. 70.20

ENGAGEMENT OF APPRENTICES UNDER APPRENTICES ACT 1961.

Board approved the agenda item.

Sh. Ashwani Kumar Garg, DGM-III has been appointed as Nodal Officer vide office order endst. No.5285-88/HSRDC dated 22.12.2017 for making the liaison with Skill Development & Industrial Training Department.

Account has been created portal

www.apprenticeship.gov.in for two posts of Draftsman for apprenticeship on the

Board desired that payment of stipend be paid out of the part funds to be provided by Skill Development & Industrial Training Department and rest from the funds of HSRDC.

Agenda Item No. 71.04

APPOINTMENT OF SH. RAKESH MANOCHA, ENGINEER-IN-CHIEF, HARYANA PWD B&R BR. AS MANAGING DIRECTOR, HSRDC PANCHKULA

The Board took note of it.

Agenda item no. 71.05:

STATUS OF OLD PROJECTS UNDER NCR LOAN SCHEME

The Board took note of it.

Agenda item no. 71.06:

EPC PROJECTS

The Board took note of it.

Agenda item no. 71.07 :

NEW PROJECTS

The Board took note of it.

Agenda item no. 71.08

ARBITRATION CASES- MISCELLANEOUS.

The Board took note of it.

Agenda Item No. 71.09

LIST OF PENDING ARBITRATION CASES (TOLL)

The Board took note of it.

Item No. 71.10

EXTENSION OF TERM OF CONTRACT

The Board took note of it.

Item No. 71.11

**CREATION OF HARYANA SWARAN JAYANTI INFRASTRUCTURE PLAN(HSJIP)
- TOUR TO ENAHNCE THE PACE OF INFRASTRUCTURE AND BRING IN THE
LATEST AND BEST CONSTRUCTION TECHIOLOGY AND PRACTICE IN THE
WORLD BY THE DELEGATES TO USA.**

The Board took note of it and approved the item.

Item No. 71.12

**SANCTION OF NEW BUILDING WORKS OF BHAGAT PHOOL SINGH MAHILA
VISHWAVIDALAYA, KHANPUR KALAN SONEPAT**

The Board took note of it.

Agenda item no. 71.13:

TO TAKE NOTE OF THE STATUS OF INCOME TAX CASES.

The Board took note of it.

Item No. 71.14

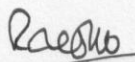
**EXTENSION OF CONTRACTUAL PERIOD OF M/S. P.K. BHASIN, &
ASSOCIATES, CHARTERED ACCOUNTANT AS INTERNAL AUDITORS OF
HSRDC.**

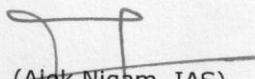
The Board took note of it.

Item No. 71.15

ESTABLISHMENT OF ASSISTANT MANAGER - SH. PREM SAGAR.

The Board considered the matter and decided to sanction the leave of kind due of absence period of Sh. Prem Sagar, Assistant Manager, HSRDC. Board further desired to withdraw the charge sheet of Sh. Prem Sagar, Assistant Manager, HSRDC.


(Rakesh Manocha),
E-in-C PWD B&R cum
Managing Director, HSRDC


(Ajit Nigam, IAS)
Addl. Chief Secretary to Government
Haryana Public Works (B&R) Department

