



# Minutes of 101st Meeting of the Board of Directors, HSRDC



**Day : Monday**  
**Date : 30.06.2025**  
**Time : 03:30 P.M.**  
**Venue : Room No. 605, 6th Floor,**  
**New Hry. Civil Secretariat, Sec-17, Chandigarh.**

## Minutes of 101st Meeting of the Board of Directors, HSRDC

**Time of commencement of Meeting:** 04:00 P.M.

### **Chairman of the Meeting**

Sh. Anurag Agarwal, IAS, ACS PWD B&R chaired the 101<sup>st</sup> Meeting of the Board of Directors, HSRDC.

### **Directors present at the Meeting**

Sr.No.	Name of Director	Designation
1.	Sh. Anurag Agarwal, IAS, ACS PWD (B&R)	Chairman
2.	Sh. Virender Singh Malik, Engineer-in-Chief, PWD (B&R)	Managing Director
3.	Sh. Hardeep Kumar Mahotra, Owner, Ottoman Industries, Faridabad	Independent Director
4.	Sh. Vishal Seth, Former Technical Advisor, Hry. Govt.	Independent Director

### **Invitees present at the Meeting**

Sr.No.	Name of Director	Designation
1.	Sh. Surender Dalal	Superintending Engineer, HSRDC
2.	Sh. Parnav Garg	Dy. General Manager-II, HSRDC
3.	Sh. Bansi Dhar Mehta	Accounts Officer, HSRDC

### **Company Secretary in attendance**

FCS. Dolly Gaur

### **Confirmation of Quorum**

After establishing that the requisite quorum was present, the Chairman declared that the meeting is open. The Managing Director, Sh. Virender Singh Malik, conveyed the agenda of meeting to present members of the Board and the same was taken as read with consent of the members.

  
Managing Director



## Minutes of 101st Meeting of the Board of Directors, HSRDC

The Minutes of 101<sup>th</sup> Meeting of the Board of Directors are presented hereunder:

### Agenda Item No.101.01 LEAVE OF ABSENCE

The Board granted leave of absence from attending the meeting to two Independent Directors of the Corporation namely Sh. Karan Gilhotra and Smt. Sheilza Bhatia who had previously expressed inability to attend the meeting on account of their foreign tour on the date of this meeting.

### Agenda Item No. 101.02 TO TAKE NOTE OF CHANGES IN THE BOARD OF DIRECTORS

The Board took note of it and passed the following resolutions in this regard:

***"RESOLVED THAT the changes in the Board of Directors, pursuant to orders passed by Government of Haryana, be and are, hereby taken note of."***

***RESOLVED FURTHER THAT the Company Secretary be and is hereby authorized to do all such acts, deeds and things as may be necessary, proper and expedient for the purpose of giving effect to this resolution."***

### Agenda Item No. 101.03 TO CONFIRM THE MINUTES OF 100<sup>th</sup> MEETING OF BOARD OF DIRECTORS

The Board of Directors approved and confirmed the minutes of the 100<sup>th</sup> meeting of the Board of Directors of the Corporation held on 28.03.2025 and passed the following resolution:-

***"RESOLVED THAT the minutes of the 100<sup>th</sup> meeting of the Board of Directors of the Corporation held on 28.03.2025 be and are hereby approved and confirmed."***

### Agenda item no. 101.04: STATUS OF ONGOING PROJECTS UNDER NCR LOAN SCHEME

The Board took note of it.

### Agenda item no. 101.05: STATUS OF WORKS SANCTIONED BY NCRPB BUT NOT YET STARTED

The Board took note of it.

  
Managing Director  
HSRDC Panchkula

**Agenda item no. 101.06:**

**STATUS OF ONGOING PROJECTS UNDER HEAD 5054-R&B (PLAN)**

The Board took note of it and directed that the agenda of subsequent Board meetings shall contain comparison of progress of projects during current quarter with the previous quarter.

**Agenda item no. 101.07:**

**STATUS OF ONGOING PROJECTS UNDER DEPOSIT HEAD (BUILDING WORKS)**

The Board took note of it.

**Agenda item no. 101.08:**

**STATUS OF ONGOING PROJECT OF CIVIL AVIATION DEPARTMENT FOR THE YEAR 2025-26 UNDER HEAD "5053- CAPITAL OUTLAY ON CIVIL AVIATION"**

The Board took note of it.

**Agenda item no. 101.09:**

**STATUS OF ARCHAEOLOGY AND HERITAGE WORKS**

The Board took note of it.

**Agenda item no. 101.10:**

**TO TAKE NOTE OF FORM MBP-1 AND DIR-8 RECEIVED FROM DIRECTORS OF HSRDC AND DECLARATION OF INDEPENDENCE RECEIVED FROM INDEPENDENT DIRECTORS OF HSRDC**

The Board took note of it and passed the following resolutions in this regard:-

***"RESOLVED THAT pursuant to the provisions of Section 184(1) of the Companies Act, 2013 read with rule 9(1) of The Companies (Meetings of Board And its Powers) Rules, 2014, the notices of disclosure of interest or concern in Form MBP-1 received from Directors of the Company and Declaration of Independence received from Independent Directors as placed before the meeting be and are hereby noted and taken on record by the Board."***

***RESOLVED THAT confirmations in Form DIR-8 under section 164(2) of the Companies Act, 2013 as submitted by Directors of the Corporation be and are hereby taken on record"***

***FURTHER RESOLVED THAT Company Secretary, be and is hereby authorized to certify and file Form MGT-14 with Registrar of Companies, Delhi and to do such acts, deeds and things as may be considered necessary and appropriate to give effect to the above resolution."***

  
Managing Director  
HSRDC Panchkula



**Agenda item no. 101.11:**

**TO APPROVE MINUTES OF COMMITTEE MEETINGS OF HSRDC**

The Board of Directors approved and confirmed the minutes of meeting of Audit Committee and CSR Committee and passed the following resolution in this regard:

***"RESOLVED THAT the minutes of 22<sup>nd</sup> meeting of Audit Committee and 16<sup>th</sup> meeting of CSR Committee held on 28.03.2025, be and are hereby approved and confirmed."***

**Agenda item no. 101.12:**

**TO ACCORD POST-FACTO APPROVAL TO EXTENSION OF TERM OF CONTRACT OF INTERNAL AUDITOR-M/S B.M.VARMA & CO., FOR THE PERIOD 01.04.2025 TO 31.03.2026**

The Board considered and approved the extension of term of contract of M/s B.M.Varma & Co., Chartered Accountants, Chandigarh for the period 01.04.2025 to 31.03.2026 at a fees of Rs.23000/- per quarter exclusive of GST plus reimbursement of TA as per rules of Government of Haryana on the same terms & conditions as envisaged in the letter of appointment issued to their office vide no. 901/AC dated 25.04.2023.

**Agenda item no. 101.13:**

**TO CONSIDER & APPROVE THE ANNUAL ACCOUNTS OF F.Y. 2024-25**

The Board considered and approved the annual accounts for the financial year 2024-25 and passed the following resolutions to this effect:

***"RESOLVED THAT the Balance Sheet as on 31.03.2025 and Profit & Loss Account for the period from 01.04.2024 to 31.03.2025 of the Corporation be and are hereby, approved along with Cash Flow statement and Notes forming part to accounts."***

***RESOLVED FURTHER THAT any two of the directors for the time being, Chief Financial Officer and Company Secretary of the Corporation be and are hereby severally authorized to sign the Balance Sheet & Profit & Loss account of the Corporation for F.Y 2024-25.***

***RESOLVED FURTHER THAT Directors of the Corporation be and are hereby, authorized to approve changes as may be required in the accounts for the aforesaid period subsequently on receipt of comments of Statutory Auditor and to sign the same.***

***RESOLVED FURTHER THAT the Accounts Officer of the Corporation, be and is hereby, authorized to forward a copy of Annual accounts, duly signed and authenticated as per above resolutions to Statutory Auditor, Accountant General and Secretarial Auditor for their respective comments thereon."***

  
Managing Director  
HSRDC Panchkula

**Agenda Item No. 101.14**

**TO TAKE NOTE OF PAYMENT OF ADVANCE TAX FOR THE 1st QUARTER OF FINANCIAL YEAR 2025-26**

The Board took note of it.

**Agenda Item No. 101.15**

**REGARDING EXTENSION OF THE TERM OF CONTRACT OF M/S K.K.M.K & ASSOCIATES, CHARTERED ACCOUNTANTS, PANCHKULA ON RETAINERSHIP BASIS**

The Board considered and approved the extension of term of contract of M/s K.K.M.K & Associates, Chartered Accountants, Panchkula for the period from 01/07/2025 to 31/12/2025 with increase in retainership fee @5% and on the same terms & conditions as envisaged in the engagement letter dated 01.12.2022.

**Agenda Item No. 101.16**

**TO APPROVE PAYMENT OF CORPORATE SOCIAL RESPONSIBILITY EXPENDITURE TO BE INCURRED IN F.Y. 2025-26**

The Board considered the agenda item and directed that payment of the Corporate Social Responsibility expenditure for F.Y.2025-26 be made in the favour of Haryana State CSR Trust.

**Agenda Item No. 101.17**

**REGARDING APPROVAL FOR CONDEMNATION OF VEHICLE NO. HR 03S- 2977 AND FOR PURCHASE OF A NEW CAR**

The Board considered and approved the agenda item and further recommended that the case may be put up for approval of Competent Authority as per Haryana Govt. Policy.

**Agenda Item No. 101.18**

**REGARDING APPROVAL FOR PROPOSED ORGANISATION STRUCTURE OF HSRDC IN CASE OF ALLOTMENT OF UPCOMING PROJECTS IN HARYANA**

The Board considered the agenda item and the Chairman directed that D.O. letters be sent to the Administrative Secretaries of other departments with request for execution of projects mentioned in the agenda item through HSRDC.

  
Managing Director  
HSRDC Panchkula



Agenda Item No. 101.19

ANY OTHER ITEM WITH PERMISSION OF THE CHAIR

The following item was discussed with permission of the Chair:-

Supplementary Agenda Item No. 101.19.01

REGARDING APPROVAL FOR ANNUAL INCREMENT OF 5% IN THE MONTHLY REMUNERATION OF COMPANY SECRETARY, HSRDC


The Board approved the agenda item. After consideration of performance of the Company Secretary, the Board decided that an annual increment @5% shall be paid to the incumbent Company Secretary on July 1<sup>st</sup> of every year, commencing from 01.07.2025 and such annual increment @ 5% shall be calculated on the salary paid to her for the month of June of every year.

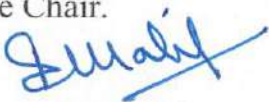
Vote of Thanks

There, being no other business, the 101<sup>st</sup> Meeting of Board of Directors, HSRDC ended at 05:15 p.m. with a vote of thanks to the Chair.

Date: 08/07/2025

Place: Chandigarh

  
(Dolly Gaur)  
(Company Secretary,  
HSRDC)

  
(V.S. Malik)  
(Managing Director,  
HSRDC)

  
(Anurag Agarwal)  
(ACSPWD B&R-cum-  
-Chairman, HSRDC)