

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 20TH SEPTEMBER, 2017 AT THE ONGC OFFICE, SCOPE MINAR, LUXMI NAGAR, NEW DELHI

An Executive Committee meeting was held on 20th September 2017 at 11.30 am at the ONGC Office, Scope Minar, Luxmi Nagar, New Delhi which was attended by the following members:-

Shri A K Hazarika	President
Shri Ashok Varma	Vice President
Shri Kanchan Kumar	General Secretary
Shri K C Gupta	Executive Member
Shri B S Talwar	Executive Member
Shri S K Jain	Executive Member
Shri S K Bakshi	Executive Member

Leave of absence was granted to S/Shri K N Khan, Ranjit Singh, Shiv Dayal, Makhan Lal and Smt Manju Sood.

1. Shri. A K Hazarika, the President, welcomed Shri S K Jain, the new Executive Member and briefed him the ongoing discussion with ONGC regarding Asha Kiran, Felicitation of Seniors, Agrani Samman and other issues. Shri Hazarika expressed confidence that with the HR background, Shri Jain will play an active role coordinating with ONGC at various levels for quicker decision. Sri S K Jain assured and showed his willingness to take up the responsibility.

2. Shri Hazarika, the President, informed the EC that he had personally telephoned most of the senior members and enquired about their health, living condition and whether they are claiming welfare benefits that are available to them under various schemes of ONGC. He also suggested them to take the benefit of our website 'www.exongcexecutives.org' to get updated information related to retirees and to download claim forms from the Website. He also informed members about the Association's continued efforts to enlarge welfare measures by ONGC specially to those who retired prior to 2007. The members felt excited on receiving calls and appreciated his concern to fellow members.

3. Shri Ashok Varma, the Vice President, apprised that a sms was sent to the members who have attained age of 70/75/80 years to submit the application in the prescribed form for claiming

felicitation amount, if not received so far. Shri Varma also guided them through phone calls whoever made any query.

4. Greetings on Birthday: As discussed in our meeting, Shri Varma has already initiated sending, through WhatsApp, good-wishes to the members on their birthday. The President advised to get an automated system developed on the website for this. [Action: Mrs. Manju Sood Mr.S.K. Bakshi]

5. Updating of Directory: The entries in the present Directory need reconfirmation from members about their correct land line and Mobile No and Address as well. The Directory is not also updated on death of many members. In case of death of a member his/her spouse becomes member automatically which is not done so far. This should be done on priority. The soft copy in Excel form is available for easy modification. Some current contact details have already been obtained by the President and the Vice President. [Action: Mr. Ranjit Singh]

6. Revamping of the Website: The contents and layout of the website need to be relooked and revised. A 'Members Forum' portal may be added and the Feedback column may have password. [Mrs. Manju Sood and Mr.S.K. Bakshi]

7. Communication System: Connecting with the members is essential. Some initiatives have been taken such as SMS, WhatsApp, e-mail, phone, and website. These now need to institutionalize and the communication system made effective. Mrs. Manju Sood though presently out of station for two months, may start the work interacting through email, phone, WhatsApp. [Mrs. Manju Sood]

8. Grievances of the members: The individual grievances should be attended and suitably replied to the members. As decided earlier Shri Makhan Lal will be responsible to compile various grievances of members and bring to EC for discussion and will also attend the meeting with ONGC HR team in fortnightly meetings (on 10th and 20th of every month at 10 am to 1 pm at 6th floor, Scope Minar. Luxmi Nagar) to discuss on the grievances of our members and keep the EC informed about outcome from such meetings. [Shri Makhan Lal]

9. Next Excursion Tour: In view of poor response from for members over choice for Bharatpur, it was decided to explore some other location. Shri Talwar mentioned about Kasauli and Jaisalmer and will come back with other options also. The EC reiterated that while arranging such tour for Executives with spouse, certain minimum standard of logistics, Hotel accommodation, its food quality etc are to be maintained. [Shri. B.S. Talwar and Shri KC Gupta]

10. Next Seminar: The discussion on this point was deferred for the next meeting. [Shri Ashok Varma]

11. Member Representatives: The member representatives ie Mr. B.L Ghasolia and Sri Iqbal Kalsi have confirmed their acceptance to become Member representative of their respective areas. They are advised by EC to coordinate with the members of their area and to forward their issues to General Secretary for discussion in EC. The member representatives be invited to the EC meeting once in half-year besides as and when required. [Shri Kanchan Kumar]

12. Annual Accounts: The General Secretary informed that the CA firm has been advised to reclassify the Annual Accounts prepared and resubmit to the EC before the Audit. [Shri Kanchan and Shri Shiv Dayal]

13. Dalhousie Excursion Account: As decided earlier the Typed Copy of the Statement with proper break up of expenditures under different Heads be placed on the Website to maintain transparency on use of Public money. [Shri Ranjit Singh]

14. Seminar Receipt: The General Secretary informed that the sponsorship payment has been received from ONGC. The payment from OVL and OIL are expected shortly. All receipts for Ads, except Petronet LNG, received. Follow up are being made. [Shri Shiv Dayal]

15. Pending Invoices: The vendors who provided different services in organizing our Seminar held on 12 th August 2017 are reminding for release of payments. As the Support money mentioned above has now been received, the pending invoices be paid on priority. [Shri Kanchan Kumar and Shri Shiv Dayal]

16. Medical Facilities: On the request of the EC, Dr. Sayantan Banerjee explained the present system of issue of the reference letter/ credit note to the Hospital and assured all possible help in case of Emergency. He informed that in case of any Emergency Members can go to any recognized Hospital and with the proper Identity Card can get admitted in that Hospital. Hospital Authority is supposed to admit the patient (Member or his Spouse) first and then to contact ONGC to send credit note. In case of any difficulty faced by Member in getting admission in the Hospital, the Member can contact the President (Mob No 9582811730, 9868282006) or the Vice President Mr. Ashok Varma, (Mob no 7042550555) or Sri S K Jain (Mob No 9971005820) who will help them in that situation. This arrangement be widely circulated in our Web site. [Shri Ashok Varma, Shri S.K Bakshi]

17. New Members: In order to carry out an aggressive Membership drive, Miss Anjana Bora, Manager (HR) attached to the Seperated Employees Cell has been requested to arrange the list of Retiring officers of Delhi region in every month. Vice President is requested to send a mail to Mrs. Manjiri Nigam DGM(HR) on this issue. In Mumbai HR department is regularly issuing such circular by 15th day of every month. (Shri Ashok Varma and Shri Kanchan Kumar)

18. Acceptance by Patrons: As per decision taken in the last EC meeting, the formal request letters/ emails from the President were sent to respected Shri S. K. Malik, Shri B. C. Bora and Shri. D. N. Awasthi to accept as Patron of the Association. The veterans confirmed by return mail accepting our request and thereby become the Patrons of the Association.

There being no other matter, the meeting ended with a vote of thanks to the Chair.

Sd/-

(Kanchan Kumar)

General Secretary

APPROVED

Sd/-

(A K Hazarika)

President