

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

HELD ON 17<sup>TH</sup> AUGUST,2016 AT THE KAILASH BUILDING AT 4 PM

The meeting was attended by the following:-

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|-----|------------------|--------------------------|
| 1.  | Dr Jauhari Lal   | President                |
| 2.  | Shri Ashok Varma | Vice President           |
| 3.  | “ K. C. Gupta    | General Secretary        |
| 4.  | “ Ranjit Singh   | Joint Secretary          |
| 5.  | “ Shiv Dayal     | Treasurer                |
| 6.  | “ Kanchan Kumar  | Executive Member- Editor |
| 7.  | “ B S Talwar     | “ Editor                 |
| 8.  | “ R K Mehta      | “                        |
| 9.  | “ V K Mehra      | “                        |
| 10. | “ M M Sahay      | Invitee                  |

Leave of absence was granted to the following:-

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|----|-------------------|------------------------|
| 1. | Shri A K Hazarika | Vice President         |
| 2. | “ S K Bakshi      | Executive Member       |
| 3. | “ Jaswant Singh   | “                      |
| 4. | “ H S Chauhan     | “                      |
| 5. | Mrs Meena Kapoor  | “                      |
| 6. | Shri K N Khan     | “ Being Out of Country |

The discussions were held and following decisions were taken:-

1. It was discussed that the Association has requested to the C&MD-ONGC to be the Chief Guest at the function which has been accepted by him. Shri D K Sarraf, Chairman & Managing Director- ONGC Ltd., would be the Chief Guest and will be honoured by the President.
2. Col. S P Wahi, Ex-C&MD, would be the Guest of Honour for which the President has already spoken to him.
3. The sequence of the program, as was prepared by the President and circulated by Ms Pooja, was discussed in detail. It was discussed that the program will start at 10.30 am and will be finished by 13.30 noon, followed by the Lunch. It may continue for 15-20 minutes more if the music program goes well.
4. The Souvenir would be released by the Chief Guest. After that Sharing of Thoughts from Memory Lane would be delivered by Shri D N Avasthi, Shri R. Nath and Shri S K Manglik. They would be honoured by Shawl and Bouquet.
5. On Dias- It was discussed and decided that following 9 persons would be sitting on the Dias:

Chief Guest, Guest of Honour, Director (HR), President, Vice Presidents, General Secretary, Joint Secretary and the Treasurer.

6. There would also be launching of Association's Website which may be kept after Sharing of Thoughts by three speakers, as mentioned at point no. 4 above.
7. There would be address by the Director (HR). Director (HR) would be honoured by shawl and bouquet on the occasion.
8. The vote of thanks would be given by the Vice President Shri A K Hazarika. The anchoring would be by Shri K C Gupta, General Secretary.
9. There would be a Tea-break at around 11.30 am. There would also be Lucky Draw before the Lunch.
10. The Musical Program may start around 12 and may continue for at least One and half hour. Shri M M Sahay has to coordinate the Music team.
11. It was discussed that we may hold an Open Forum to discuss about general issues and suggestions of the members, as was decided at the previous EC meeting, held on 4<sup>th</sup> August, 2016. This may be held immediately after the Lunch, at around 3 pm.
12. It was decided by the President that Ms Pooja will prepare a Revised program, as discussed above, and will circulate.
13. Arrangements for the ONGC Day Program: It was discussed that the allotted work to all Executive Committee members has already been mentioned, after detailed discussions, at the Minutes of EC meeting of 4<sup>th</sup> August and minutes have already been received to all members. It was desired by the President that all EC members may ensure that it has been taken care so as to make the function- a success.

Shri Shiv Dayal will meet Dr Shivendra Shukla at Jeevan Bharti building to ensure all the arrangements including Lamp for Lighting, Lunch and Tea-break menu.

Shri Shiv Dayal and Shri H S Chauhan will ensure for the things as mentioned at the EC minutes of 4.8.16 –point no. 3 (Vi).

It was again discussed that the presence of our members is very much important and needed for our function. S/shri Ranjit Singh, R K Mehta, V K Mehra, H S Chauhan, B S Talwar, Shiv Dayal and Mrs Meena Kappor have been requested to remind the members on phone/mobile, contacts etc. to ensure their presence. In this regard, point no. 3(Xi) of EC meeting of 4.8.16 may please be seen.

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

( K C Gupta )  
General Secretary

APPROVED

( Dr Jauhari Lal )

President