

MINUTES OF THE MEETING OF THE COMMISSION HELD ON 4TH MARCH, 99

Time: 1.00 P.M. Venue: Chairperson's Chamber

At the outset, Chairperson welcomed all present.

Before the agenda was taken up, a few items were discussed.

- (1) MS apprised the Commission of the forthcoming programmes to be held on 7th and 8th March, 99. Confirmations have been received from 226 NGOs and 34 Sarpanches who will be attending the programme.

Regarding the 8th March function it was informed that confirmation from the Prime Minister and Communications Minister have been received. Due to the recent change in portfolios, Minister of State (WCD) would be coming instead of Minister, HRD. Confirmation from MOS, Rural Development is yet to be received. Suitable changes have been made in the invitation cards and the programmes. A copy of the specimen of the invitation card and the special cover (which would be released on 8th March) were circulated. The minute to minute programme was also informed to the Members. A poster on sexual harassment would also be unveiled, which was not specifically mentioned in the programme. Member (SO) and Member (VD) were requested to select 40 sarees to be purchased for Sarpanches. Citations to be given to the Sarpanches and to the recipients of the Anti-Dowry Competition awards are being prepared.

Regarding the programme for 7th March, the draft programme was discussed. Shri N.C.Saxena, Member Secretary, Planning Commission will be speaking. It was decided that the welcome address would be given by Member (VD) and CP, Central Social Welfare Board would also be requested to give a brief address. When Shri N.C.Saxena leaves, vote of thanks would be given by Member (PA). The modalities of the discussion are being prepared by JS. MS informed that a one hour time slot has been provided for showing a few significant films on Women. Two films prepared by the Dalai Lama Foundation have been received which may be viewed by Members before deciding whether they could be shown. Some short duration video films produced by SEWA would be brought by SEWA on the date of the function which may also be shown. Member (IB) suggested inclusion of a film by CIIE on Technology Transfer to women. CP mentioned that the 8 topics selected would be clubbed into pairs of 2 each so that the discussion on each pair of topics would be of one hour each. The final vote of thanks would be

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informed the Commission that Shri P.M.Nair, DIG, CBI met her proposing that the NCW may collaborate with in holding a one-day workshop on "Crimes against women" which may be fixed on a date between 5th to 8th March, 1999. Members welcomed the proposal. DIG, CBI would formally meet the Chairperson to finalise the programme. It was also mentioned that Shri Nair had prepared a presentation on sexual harassment, a copy of which had been given by him to Member (SSH); if found worthwhile he may be requested to present the same to the Commission.

Member (SO) mentioned that the Orissa State Government had asked the CBI to make an enquiry into the Anjana Brahma case which was investigated by NCW.

Member (VD) mentioned that on her visit to Surat she had found that NGOs are not aware of NCW or its activities. She suggested that NCW should undertake a poster or slogan campaign all over India to bring about awareness about NCW.

No.1

Confirmation of the minutes of the last meeting held on 25.2.99

Minutes were confirmed with the following corrections:-

In para 2 of the minutes, Member (IB) wanted to add the feasibility of holding such debates with Ministers concerned departments, women MLAs and MPs were to be considered.

Regarding paras 3 and 4, Chairperson desired that proposals for increase in conveyance charges be put up by the 10th of March, 1999.

No.ii

Discussion on Action Taken Report

Action Taken Report on item No.i was discussed in the meeting on 25.2.99 which pertained to Member (PA). She suggested that the same should not have been discussed in her absence as it pertained to a subject matter with by her. All present agreed that if items were related to a particular Member, discussions should not be held in her absence. It was also agreed that formal discussions should not be regularised by mentioning in the minutes.

Item No.iii

Procedure for conduct of Commission meetings

Member (PA) circulated a note on the procedure for conduct of the Commission's meeting. During the discussions it was agreed that next meeting would be held on 15th of March, 1999 and thereafter it may be convened once a month. Although persons appointed for projects and the staff would not participate in the meetings, they would be asked to remain available in the office so that queries raised in the meeting can be clarified.

It was also suggested that for certain agenda items special invitees should be included.

In case a Member desired to have a special/urgent meeting convened, the Member should send a note to Chairperson.

With regard to mention that minutes should be circulated within 72 hours of the meeting, Chairperson felt that the circulation should be within one week of the meeting.

Item No.iv

Constitution of Screening Committees

Member (SSH) had circulated a note regarding the Screening Committee.

MS informed the Commission that the Screening Committees were being reconstituted for PMLAs, legal awareness programmes and research studies and had been submitted for CP's approval. Member approval has been received and orders are being shortly issued. On points raised that the Screening Committee should consist of Members themselves, CP clarified that Screening Committees only facilitated working of the Commission. MS also informed that there is a Steering Committee for allocation of funds. With respect to the receipt of fresh grant budget allocations is necessary.

Item No.v

Issue of staff shortage

Member (SSH) said that correspondence and follow up etc. is being held up for want of staff. MS clarified that the work study by SIU has been completed. After the SIU submits its report to the Finance Ministry, the said Ministry has to pass orders within 3 months of the receipt of the report. MS also clarified that some of the Councillors are working on payment of conveyance.

Item No.vi

Appointment of PSs to Members -coterminus with the terms of members

Member (PA) mentioned that the PS allocated to her had applied for leave which she is not in a position to grant. She wanted to know whether the Commission could appoint others at the choice of the concerned Member. Member (SO) suggested that each member should be allowed to appoint a person to work as a PS. The appointment shall be co-terminus with the terms of the Member. The suggestion was welcomed. However, it was felt that their letter of appointment should contain specifics about the work that the PS would do when the concerned Member is away. CP desired the MS shall circulate the criteria for appointment of PS on co-terminus basis giving the information on the salary structure, other benefits and terms and conditions.

Item No.vii

Availability of officers for Hearing of Summon

Member (VD) mentioned that on 26.2.99 she had received a summon hearing which was to be attended by persons from Gujarat. However, although the persons came, she could not get the assistance of SO(V) as he was engaged with Joint Secretary. CP felt that the issue should be discussed when the Joint Secretary herself is present in the discussion.

Item No.viii

Commission of tour receipts by Members

Member (PA) suggested that the tour reports of Members should be submitted only to the members of the Commission and MS, at the discretion should mark the report to officers/staff wherever necessary. MS pointed out that only if notes are marked to 'MS' then only the reports reach her. If it is only marked to Members, the report is not circulated to

Item No.ix

Access to Fax Machine

Members raised the issue that sometimes they are not able to get access to the FAX since one FAX is in CP's room and other is in US's room and at times after office hours, the doors of the rooms are not readily available. It was decided that as a FAX machine for every Member may not be possible, a FAX may be purchased which shall be installed in a

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separate room, the keys of which shall be made available to all the Members.

Item No.x

Procedure for hearing of summons

It was felt that this should be discussed in detail and could be considered for placing on agenda in the next meeting.

Item No.xi

Availability of computer facility with E-Mail

Member (IB) mentioned that she does not have a computer. The E-Mail facility was not available with any of the Members. MS clarified that quotations have been called so that new computers can be purchased. Networking of the computer with server has also been considered so that access to E-Mail is available to each Member in their respective rooms.

Item No.xii

Air conditioning for cars used by Members

Members explored the possibility of whether they could get DLY taxis from their neighbourhood so as to ensure regular availability. CP clarified that instead of the office engaging the taxis, Members were free to obtain the services of taxis from their neighbourhood on the same terms and conditions. Member (PA) also suggested that they should be allowed to use air-conditioned taxis. It was decided that members would be allowed to use air-conditioned taxis.

Item No.xiii

Sanction of Mobile/Cellular Phones to Members

Member (SO) raised the issue that a mobile phone is sometimes necessary for Members especially when they are on tour. CP desired that first the Government rules should be got clarified.

Item No.xiv

Purchase of air tickets

It was felt that a Travel Agency could be appointed so that requisitions for air tickets could be placed on telephone. It was decided that Balmer Laurie could be appointed for this purpose.

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Item No.xv

Appointment of Librarian, Protocol Officer

Member (PA) suggested the appointment of a Librarian to make the NCW Library functional and as also a Protocol Officer to see off and receive members at the airport should be discussed. The discussion on the subjects were postponed.

Item No.xvi

Member (SSH) mentioned that it had been agreed earlier to invite persons who had been intimately connected with the inception of NCW to address the present Commission so that the Commission can be made aware of the vision at the time of NCW's formation. Some of the names suggested were:-

- 1. Ms.Promila Dandavate
- 2. Ms. Lotika Sarkar
- 3. Ms.Veena Majumdar
- 4. Ms.Padma Seth
- 5. Ms.Brinda Karat
- 6. Ms.Jyotsna Chatterjee

It was decided that the names would be selected after finding out who were the members of the Committee on the Status of Women.

Member (SSH) informed the Commission that as part of the UNIFEM commission against gender based violence a programme recorded by Doordarshan would be telecast on 8th March,99 at 10.30 A.M. Her own statement has also been recorded.

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LIST OF THOSE PRESENT IN THE MEETING OF THE
COMMISSION HELD ON 4TH FEBRUARY, 99

- | | |
|-------------------------------|------------------|
| 1. Mrs. Vibha Parthasarathi | in Chair. |
| 2. Dr. (Mrs.) Indira Basavraj | Member |
| 3. Km. Sukeshi Oram | Member |
| 4. Dr. (Mrs.) Syeda S. Hameed | Member |
| 5. Mrs. Vijay Daksh | Member |
| 6. Mrs. Poornima Advani | Member |
| 7. Mrs. Binoo Sen | Member Secretary |
| 8. Ms. R. Bhama | Deputy Secretary |

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Meetings of the Commission:

The Commission shall meet atleast once in a month ly on 1st Wednesday of every month or on any working ediatly there-after. The duration of these meetings extended or any of the meetings may be postponed to a ent date within the month at the discretion of the on after due intimation to all those who form the on.

Ref
para 3
of
Rules

Special meetings

The Chairperson or any of the Members with the prior of the Chairperson may requisition special meetings of mission to consider specific subjects which they feel be considered adequately at the normal monthly meetings COMmission or which may be considered urgent.

Ref
1st provision
to para
3 of
Rules
and
provision

Attendance of Members

Notwithstanding the contents of para 1 above, the monthly meetings of the Commission shall be fixed prior consultation with the Members. In the interest of king of the Commission, therefore, it is expected that Members of the Commission should attend the periodic al meetings of the Commission otherwise leave has to be granted for.

Ref:
2nd
provision
to
para 3 of
para (f)
Ref -
Eg (c)
of N
6/1/1988

Preparation of agenda notes

The Member Secretary shall in consultation with and in nce with the directions of the Chairperson, depute a of the secretariat to prepare agenda for the ic/special meetings of the Commission. The agenda of

Ref
para
3 (a)
of
Rules

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Conclusion of any important matter in the agenda of these meetings. The notice on the subjects to be included shall be submitted by the Members to the Member Secretary at least 10 days before the scheduled date of the meeting. In case, any point arises which the Member would like to place before the Commission and which has not been submitted to the Member Secretary 10 days before shall be placed by such member at the meeting after the scheduled agenda is over and such matters could be dealt with in the last clause of the agenda which could normally state "any other matter with the permission of the Chair".

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Minutes of the meeting

The decisions taken by the Commission during the meeting shall be recorded at the meeting itself in the presence of the members immediately after the decision is taken and there-after the decision as recorded will be put up in the form of minutes by the Secretary to the Chairperson. The minutes of the meeting after having been duly approved by the Chairperson shall be circulated to the members within 72 hours of the completion of the said meeting. Members are entitled to record their minutes of dissent in case they choose to do so. Such notes of dissent shall form part of the proceedings of the Commission. For the purpose of this rule, the Commission members include the Chairperson.

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