

**Minutes of the Special Meeting (Emergent Meeting) of the
Commission held on 27.02.2008 at 11.00 a.m. in the Conference
Room of the Commission**

The following attended the meeting :

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| 1. | Prof.Malini Bhattacharya | Chairperson |
| 2. | Ms.Yasmeen Abrar | Member |
| 3. | Ms.Nirmala Venkatesh | Member |
| 4. | Ms.Manju S.Hambrom | Member |
| 5. | Shri S.Chatterjee | Member-Secretary |

In attendance were :

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| 1. | Ms.Vijaya Moorty | Joint Secretary |
| 2. | Ms.Kusum Mishra | Deputy Secretary |
| 3. | Sh.Abdus Salam | Under Secretary |
| 4. | Sh.Yogesh Mehta | Law Officer |
| 5. | Sh.V.K.Asthana | Section Officer |
| 6. | Sh.M.R.Verma | Coordinator |

Since no regular Chairperson has been appointed after demitting office by Dr.Girija Vyas on 15.02.2008, it was agreed unanimously that the meeting would be chaired by Prof.Malini Bhattacharya, Member, NCW.

Item No.1. Leave of absence.

Leave of absence was granted to Ms.Neeva Konwar, Member.

Item No.2.

The Chairperson and Members of the Commission agreed to send a letter to the Hon'ble Prime Minister and Minister of State, WCD for their intervention regarding appointment of a regular Chairperson in the Commission, so that the work of the Commission is not hampered.

(Action : Administration)

Item No.3.

The Chairperson and Members agreed that minutes of the Special Meeting of the Commission held on 11.02.208 may be circulated. A letter should be sent to the Ministry of Women and Child Development regarding enhancement of wages of Councilors (from Rs.10,000/- p.m. to Rs.12,500/- p.m.).

(Action : Administration)

Item No.4.

The applications received from daily wage clerks regarding enhancement of their salary may be examined and put up before the Commission in its next meeting.

(Action : Administration)

Item No.5.

There was a consensus that each member should be present at Headquarter at least for 12 working days in a month. Henceforth, all Members shall submit their tour programmes in the beginning of month which would be put up before the Commission so that it could be ensured that at least two Members are available at the Headquarters at any given point of time. It was also agreed that on Saturdays at least one Member shall be present at Headquarters.

(Action : Administration)

Item No.6.

Study reports which were approved by the Commission and their final reports have been submitted, such reports shall be put up in the next meeting of the Commission, so that their payment can be released.

(Action : R&S Cell)

Item No.7.

A detail of expenditure statement showing upto date expenditure and likely expenditure during the financial year 2007-08 shall be prepared upto 29.02.2008 and put up in the next meeting of the Commission. This should be circulated to all members immediately.

(Action : Pay & Accounts Office)

Item No.8.

All pending installments of NGOs who have submitted their final reports and their documents are in order, should be released by 31/03/2008.

Chairperson desired that till a regular Chairperson joins we have to take a collective decision and due to limited staff in the Commission we should have a flexible approach so that the cases are disposed off speedily and purely procedural formalities are avoided to the extent possible.

(Action : Admn./Legal/R&S Cell/PAO)

It was agreed to hold next meeting of the Commission on 11/03/2008.