INSTITUTION OF WATER & ENVIRONMENT (INDIA)

MINUTES OF THE FIRST COUNCIL MEETING

Held on: 9th March, 2014 (Sunday).
Venue: Hotel "THE SURYYA", New Friends' Colony, New Delhi.

The first Council meeting of the "Institution of Water & Environment (India)" was held to discuss the Agenda circulated to the Council Members through Email & in hard copy. Presence of the members in the meeting has been registered as given in **Annexure-1**.

Dr. Atul Kumar Mittal, Professor; Civil Engineering Department attended the meeting as special invitee in the Council meetings. Some of the non council members, who came from various parts of the Country to participate in the 'Round Table Conference' on 'Emerging Trends in Water & Waste Water Management' organized by the Institution were also requested to attend the meeting.

At the outset of the meeting, Iwean J.C. Singhal, President welcomed the Council Members, Special invitee and others present in the meeting. He gave brief account of the activities since the inception of the Institution. The members cheered and expressed that they will carry forward his contagious enthusiasm. The President congratulated all the members for organizing and conducting the successful first Round Table Conference of the Institution. Iwean Singhal thanked the members of the Core Committee for their support and valuable input for the same.

After introduction of the members, the meeting session proceeded to discuss and take decisions on the Agenda as follows-

AGENDA ITEM NO 1.01: Present Status Report:

Presented by: Iwean Ravi Rastogi, Secretary &Director General

The Council was apprised with the-

1.01.01: Background for formation of the Institution. The minutes of the meeting held on 2nd March, 2013 were approved.

1.01.02: Registration of the Institution. The Council took note of the information.

01.01.03: Finalization of Institution's Logo, letter head. The Council took note of the information.

01.01.04: Opening of Bank Account. The Council took note of the information.

01.01.05: Registration with Income tax Department. The Council took note of the information.

01.01.06: Status of Membership. The Council took note of the information.
The President informed that new application forms have been got printed and copies of the same have been made available today to the members. He requested each member for further membership development.

The Council appreciated the efforts of Governing Body / Core Committee in formation of the Institution.

AGENDA ITEM NO.01.02: Enrolment of Membership.
Presented by: Iwean Anil Kumar Srivastava, Vice president-2

The Council approved the proposal for the enrolment of 40 founder members as Life Fellow. For rest of the applicants, the Council decided to get the the applications scrutinized through the Membership Development Committee under the Vice President-2 as Chairman & Secretary & Director General as Convener. The Vice President-2 was authorized to opt two more members from the list for formation of complete Committee. The recommendation for rest of the members and more applicants may be put in the next meeting of the Council for approval of their enrolment. Secretary & Director General informed that the enrolment certificates of all the 40 founder members have been got printed. The President requested Dr. Atul Kumar Mittal to distribute the certificates to the founder members present in the meeting. Certificates as shown in **Annexure-2** of the Agenda were handed over in the meeting with cheers by the present.

AGENDA ITEM NO.01.03: Membership Development.

Presented by Iwean Anil Kumar Srivastava, Vice president-2.

The proposal was approved by the Council. The members were requested to speed up the membership drive.

Agenda Item No.01.04: Opening of the State Centres.
Presented by: Iwean Anil Kumar Srivastava, Vice president-2.

The Council decided that the State Centres will be opened only after enrolment of minimum 10 Members (excluding Associate & Student members) in the State. After deliberations the tentative dates for opening of State Centres were targeted as follows:

1 **Delhi State Centre:** Will include portion of Uttar Pradesh and Haryana State falling in NCR region. The date for opening of Centre: **22nd April, 2014.**

2 **Uttarakhand State Centre: End of May, 2014.** The date and the place will be communicated by the State Unit.

3 **Uttar Pradesh State Centre: 16th September, 2014** at Lucknow. The VP-II was requested to facilitate the opening of State Centre by the above date.

4 **The Punjab State Centre:** For the time being the centre will also include Haryana, Himachal Pradesh and Jammu & Kashmir States. The date for opening of Punjab State Centre: **5th June 2014** at Chandigarh.

5 **Rajasthan State Centre: August at Jaipur,2014.**

6 **Bihar State Centre**: Will include Jharkhand State. The date and place of opening of Bihar State Centre will be confirmed by the State Centre.

7 **Chhattisgarh State Centre:** For the time being will also include Madhya Pradesh State. The date of opening of Chhattisgarh State Centre was proposed for **5th July, 2014** at Raipur.

8 **Odessa State Sub Centre:** Proposed to be opened at Bhubaneshwar on **7th October, 2014.**

9 **Gujrat State Centre:** Proposed to be opened at Ahmadabad in **March, 2015.**

The Chairman and Secretary of the State Centres were requested to expedite the membership drive and confirm the programme of opening of State Centres on above mentioned dates.

AGENDA ITEM NO.01.05: Skill Development & Training Program.
Presented by: Iwean Rajendra Prasad Sharma, Director General (Technical).

The Council had the view for targeting an ambitious plan of making the Institution a nodal agency for capacity building in the field of water supply, sanitation, waste water treatment, pollution control and solid waste recycling.

Er. Anil Sharma, IWE Raipur, suggested to include industrial ETPs in the program. After deliberations in the meeting, the Council decided to select following topics for training and capacity building in the first phase of Capacity Building program;

- One day sensitization program for senior executives of Municipal Corporations and Jal Nigam/Jal Board.
- Three day Training Module on O&M for Water Supply Systems.
- Three day Training Module on O&M for Sewerage Systems.

- It was also agreed that issues related to Industrial effluent Treatment, other pollution related issues like Air pollution and Waste disposal and Interactive sessions with Ministries, Municipal Corporations and Water Management Institutes would be taken up in 2nd Phase.

The following team was finalised as proposed by DG(T):

1. Mr.R P Sharma Chairman
2. Mr. Vijendra Vikramaditya Convenor
3. Mr.Suresh Chandra, Member
4. Dr.Ajay Pradhan Member
5. Mr. Kunwar Prateek Member

AGENDA ITEM NO.01.06: Journal & Other Publications.

Presented by: Iwean Durga Prasad Singh, Director General (P)

The proposal of publication schedule of News bulletin and Journals was approved by the Council.

The following team was finalised as proposed by DG(P):

1. Iwean Durga Prasad Singh, Director General (P) Chairman

2. Iwean Suresh Chandra, Convenor

Director General (P) was requested to opt 03 more members for his team and convey the final committee.

It was also decided that help and guidance be taken from Dr. Atul Kumar Mittal for publication of Journals and News Bulletins as and when required.

DG(P) was requested to bring the first news bulletin in the **2nd week of April,2014** and **1st Journal** in the Month of **June, 2014**. It was viewed reasonable to keep a minimum annual subscription to meet out the delivery cost of Journals to the members which may be got approved by the Core Committee.

AGENDA ITEM NO.01.07: Annual General Meeting & Convention.

Presented by: Iwean Kailash Chand Wadhwa, VP(I).

The proposal of keeping AGM and Convention in the first half of November, 2014 was accepted by the Council and it was decided that this meeting will be organized at Delhi by the Central Governing body of the 'Institution' with the support of all the State Centres. The Council opined that planning for this gala meeting be started from right now.

AGENDA ITEM NO.01.08: Participation in AQUA TECH India.

Presented by: Iwean J.C. Singhal, President.

The proposal for accepting the request of our participation in AQUA TECH INDIA was approved by the council. It was decided that suitable brochures and other publicity material be got prepared in sufficient quantity for this event.

AGENDA ITEM NO.01.09: Celebration of Important Days.

Presented by: Iwean J.C.Singhal, President.

It was decided that following days may be observed/celebrated by all the centers:

1. World Water Day: March, 22
2. World Environment Day: June, 05

3. IWE Charter Day/World Energy Conservation Day: Dec, 16

Besides above Engineers Day may also be observed, if any centre, so desire, jointly with Institution of Engineers (India). The theme for Charter Day/Foundation Day shall be decided in next Council meeting. Proposal to this effect may be sent by council members to SDG.

AGENDA ITEM NO 01.10: Administrative Set up of the Institution.

Presented by: Iwean K.C.Wadhwa, Vice President(I).

The proposal as per the Agenda was accepted by the Council with a suggestion to spend on minimum and very necessary works. It was suggested to start Institutions Web Site latest by 30 th April, 2014. It was also suggested that online receipt of the application form shall not be possible till full development of Web Site and on- line registration/payment system.

AGENDA ITEM NO.01.11: Activity Plan & Calendar for 2014-15.

Presented by: Iwean Suresh Chandra, Director General (Activities).

The Council expressed its pleasure on successfully conducting the 1st Council meeting with seminar of IWE this day as proposed on short notice during the current financial year

The Activity Plan and Calendar for the Year 2014-15 was decided as follows:

FY 2014-15

1. Council meetings and Seminars :

Month	**Time**	**Venue**	**Organizers**
May, 2014	1st Week	Dehradun,	Uttarakhand Centre
Aug, 2014	1st Week	Delhi,	NCR centre
Nov, 2014	1st week	Delhi,	Central Body
Feb, 2015	1st Week	Raipur,	Chhattisgarh Centre

The extraordinary council meeting, if required, may be conducted as needed.

2. AGM and Annual Convention:

Nov, 2014 1st Week Delhi, Central body

3. Training/Skill Dev. Programs:

It should be kept as decided in Agenda Item No 1.05 and as per client's requirement and prevailing conditions.

4. Celebrations and Deliberations:

(i) **Word Environmental Day**: 5th June, 2014

(ii) **World Water day:** 22nd March, 2015

Should be kept as decided under Agenda Item No 1.09

5. Festival Celebrations and Get-together

(i)Deepawali: October, 2014, 3rd Week

(ii) **Holi:** March, 2015, 1st Week

AGENDA ITEM NO.01.12: Budget.

Presented by: Iwean Vijendra Vikramaditya, Director General (F).

Various expenditure and income heads were deliberated at length. Members suggested including the Income tax and service tax liabilities in the budget for the year 2014-15.

Budget for 2013-14 was approved by the Council.

Council also approved the budget for 2014-15 subject to the views from the Chartered Accountant.

The budgets as approved are enclosed as **Annexure- 2** after incorporating the suggestions from the members, printing mistakes and discrepancies.

AGENDA ITEM NO.01.13: Adoption of Designated & Nominated Council Members.

Presented by: Iwean J,C,Singhal, President.

As per Agenda, it was proposed to adopt representatives of following Authorities / Departments as Designated & Nominated Council Members:

1 President IEI / IWWA/ IPHE
2 Director NEERI
3 Country Director, World Bank

4 WHO / UNICEF
5 NRCD- Adviser (Rivers)
6 CPCB - MS/Chairman
7 CPHEEO- Adviser
8 DG- CPWD
9 CEO - DJB
10 IITD/R - Sr. Prof.
11 Water/Waste Water Industries -CEO
12 Consultancy Services- CEO
13 VC UPTU/ VC Amity

The Council decided that out of suggested list a maximum of 5–10 designated members be adopted in the Council. The President was authorised to take decision in this matter.

In addition to above, 2 or 3 nominated members may be adopted in council. President may take decision to this effect. The tenure of these nominated members shall be for 3 years.

Council adopted Dr. Atul Kumar Mittal, IIT Delhi as Council Member

Council also decided to keep the strength of council members up to 50.

AGENDA ITEM NO.01.14: Formation of Different Committees.

Presented by: Iwean J.C.Singhal, President.

In order to carry out the activities and work of IWE following 10 committees are constituted. The name of Chairman and Convener was decided in the meeting. The other members of the committee may be decided by the Chairman/Convener in consultation with the President.

	Committee	**Chairman**	**Convener**
i.	Administrative Committee	Sri K. C. Wadhwa	Sri Ravi Rastogi
ii.	Finance Committee	Sri K. C. Wadhwa	Sri V. Vikramaditya
iii.	Membership Committee	Sri A. K. Srivastava	Sri R. N. Arora
iv.	Technical Committee	Sri R. P. Sharma	Sri V. Vikramaditya
v.	Publication Committee	Sri D. P. Singh	Sri Suresh Chandra

vi.	Coordination & Resource Mobilization Committee	Smt Kusum Gupta Co Chairman	Sri Suresh Chandra Sri Shiv Mohan Sharma
vii.	Program and Activity Committee	Sri Suresh Chandra	Sri V. P. Singh
viii.	AGM and Convention Committee	Sri A. K. Mittal	Sri V. P. Singh
ix.	Rules and Regulation Committee	Sri A. K. Srivastava	Sri A. K. Gupta
x.	Strategic Plan Committee	Sri J. C. Singal	Sri Ajay Pradhan

At least two members in each committee may be named other than Core Committee members. In all the committees, President and SDG shall be ex-officio members.

AGENDA ITEM NO.01.15: Next Council Meeting.

Presented by: Iwean J.C.Singhal, President.

The Council decided to hold next Council meeting with Seminar in **1st week of May, 2014** with the support of the Uttarakhand State centre. The venue and program shall be finalized and informed by the State Committee. **Iwean Ashok Kumar Kakkar, Chairman of the Uttarakhand State centre** was requested to expedite the program.

ANY OTHER ITEM (with the permission of Chair):

Following additional points were also placed with the permission of Chair before the council for deliberation and approval:

a. **Visit to Treatment Plant at Bassi:**
   The representatives of KURARE/I- enable Exim Service Pvt Ltd. during their presentation offered a visit to their treatment plant at Bassi (H.P.) for the council members and other members of IWE. The council prima facie approved the proposal/offer. The concerned company shall take care of all the arrangements (transport/food, etc) in this regard. It was decided that visit may be kept on Saturday/Sunday in the month of April' 2014. Sri Ravi Rastogi SDG will coordinate with the company and finalise the modalities.
b. **Organizational members**: As per Constitution of IWE, there is a provision of organizational membership of IWE. It was decided that privileges to be given to

organizational members may be listed by the core committee and put up in the next council meeting for approval.

c. **Appointment of Auditor/Service tax Registration, etc:**

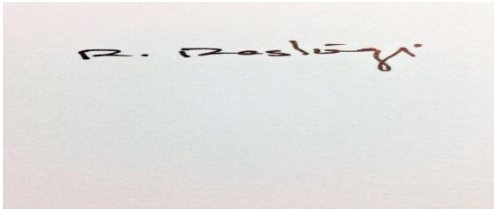
DG(F) to give details.

Vote of Thanks.

The meeting concluded with vote of thanks by Iwean Ravi Rastogi, SDG

Encls: Annexures- as above

Dated.31.03.2014



(Ravi Rastogi)

Secretary & Director General