

**PROCEEDINGS OF THE FIFTH MEETING OF THE 13th IJSC OF CMFRI HELD AT CMFRI HQRS.,
KOCHI ON 16.04.2018**

The meeting started at 11.00 AM. Dr. A. Gopalakrishnan, Director, CMFRI & Chairman, IJSC chaired the meeting. The following Members were present:-

From Official Side:-

1. Dr. (Smt.) V. Kripa, Principal Scientist & Head I/c, FEMD, CMFRI, Kochi
2. Shri C. Muralidharan, Chief Administrative Officer, CMFRI, Kochi
3. Shri A.V. Joseph, Chief Finance & Accounts Officer, CMFRI, Kochi
4. Dr. M.P. Paulton, Senior Technical Officer(Training), CMFRI, Kochi
5. Smt. Meera. K.N., Assistant Administrative Officer & Secretary (Official Side), CMFRI, Kochi

From Staff Side:-

6. Shi P. R. Abhilash, Senior Technician (Exhibition Assistant) & Secretary (Staff Side), IJSC, CMFRI, Kochi
7. Shri P. Jaiganesh, Senior Technical Assistant, Madras Research Centre of CMFRI, Chennai.
8. Shri A. Padmanabha, Technical Officer (Electrical), CMFRI, Kochi
9. Shri M. T. Vijayan, Technician, CMFRI, Kochi
10. Shri Joseph Mathew, Assistant, CMFRI, Kochi
11. Shri K.G. Jayaprasad, Skilled Support Staff, CMFRI, Kochi.
12. Shri T.P. Renilkumar, Skilled Support Staff, Karwar RC of CMFRI, Karwar.

Smt. Meera. K.N., AAO & Secretary (Official Side) welcomed the Chairman and Official/Staff Side members to the meeting.

In his introductory remarks, the Chairman welcomed the members and requested to continue cordial relationship among the staff members.

Shri C. Muralidharan, Chief Administrative Officer, CMFRI presented the action taken report on the Agenda items of the previous IJSC meetings as indicated below:-

| Sl. No. | Item | Reply |
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| 1. | Expenditure sanction may be issued to Mandapam RC of CMFRI for procurement of Tea/ Coffee Vending Machine. | The Chairman agreed for procurement of 5 Nos. of Electric Kettle to Mandapam Regional Centre of CMFRI. (Action : SIC, Mandapam RC/ Purchase Section) |
| 2. | The Type I quarters at Mandapam RC of CMFRI has no privacy. There is no proper door and window. This may be rectified. The other quarters are in dilapidated condition. Action may be taken for the renovation of the same. | The Chairman suggested to issue reminder to CPWD for getting the estimate. (Action : Cdn. Section) |

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| 3. | The parking facility for two & four wheel vehicles of CMFRI residential quarters is not sufficient at present condition. Provide additional parking facility at Residential Quarters. | The Chairman agreed to consider this during the current financial year. (Action : Cdn. Section) |
| 4. | The parking facility at CMFRI Headquarters is not sufficient. Provide additional parking area at Headquarters. | The Chairman agreed to consider this during the current financial year. (Action : Cdn. Section) |
| 5. | As discussed in the 5 th meeting of the 12 th IJSC, the present status of providing 8 nos. of Air Conditioners to Madras Research Centre of CMFRI, Chennai, may be intimated. | Discussed the matter and dropped. |
| 6. | Implementation of Aadhaar Enabled Biometric Attendance System. | Discussed the matter and dropped. |
| 7. | Provide State-wise Compendium of commonly found and commercially important fishes. | Compendium for Tamil Nadu is ready. The Chairman informed that Compendium for the remaining states are in progress. |
| 8. | Constitute a committee for review of action pending on the items considered in the IJSC meetings. | Discussed the matter and dropped. |
| 9. | There is no facility for stocking and pumping drinking water for the usage of the residents at quarters at Calicut Research Centre. In this regard kindly take necessary action for solving this issue. | The Chairman suggested that the matter may be pursued with CPWD, Calicut. (Action: SIC, Calicut RC of CMFRI) |
| 10. | Some Technical staff who have been promoted from Supporting Staff cadre and designated as Technician (Group-I Field/Farm Technician), are working in 'Workshop' Group. Since the future promotion of these staff will be affected due to their educational qualification, the Staff Side requests to re-designate them according to their working field. | No proposal has been received from the SICs of Regional/Research Centres of CMFRI. The Chairman informed that the matter will be examined on receipt of proposal from the concerned SIC. (Action: SICs, Regional/Research Centres of CMFRI) |
| 11. | Timely conduct of Department Competitive Examination for Administrative Staff to LDC, Assistant and AAO. | Discussed the matter and dropped |
| 12. | In Mangalore Research Centre, many of our staff are presently residing in other Govt. Department quarters. Action may be taken for getting land for residential quarters. | As per Govt. policy, proposal for residential quarters will not be approved. Discussed the matter and dropped. |
| 13. | The amount allotted to the field staff for purchasing Bag, Umbrella, Raincoat, Gum Boot, Water Bottle etc. may be increased to a sufficient amount. | Discussed the matter and dropped |

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| 14. | The street light available in the residential campus of Calicut RC are not sufficient and during the power failure the entire campus goes fully dark. In this regard we request to provide at least 10 solar street lights to the residential campus so that the problem can be solved. | Received an estimate from T.O (Electrical), E&M Cell, CMFRI, Kochi. This will be placed before the works committee for consideration. The Chairman also suggested to explore the possibility for using solar energy. (Action : Cdn. Section) |
| 15. | Requesting for new computers for the IJSC members who are working in outstations | Discussed the matter and dropped. |
| 16. | Seniority list of Skilled Support Staff and Ministerial staff | Seniority list of Administrative Staff members of CMFRI has already been circulated. Seniority list of Skilled Support Staff is pending for circulation due to some administrative reason. Discussed the matter and dropped. |
| 17. | Inclusion of GOI emblem in the CMFRI Identity Card: | The Council has not agreed the proposal for inclusion of GOI emblem in the CMFRI Identity Card. Discussed the matter and dropped. |
| 18. | The residents of CMFRI Residential Quarters at Thevara, are suffering from shortage of water. Kindly discuss this matter for solving the issue permanently. | The matter is under process and deposit has already been made to KWA for new water connection and the matter is pending for approval with GCDA/Corporation of Cochin to lay the pipeline by cutting the road. The Chairman suggested to send a reminder to GCDA/Corporation of Cochin urgently. (Action : Cdn. Section) |
| 19. | Action may be taken to solve the problems of mosquito menace at all CMFRI Residential Campus. | Estimate for repairing/replacing of mosquito net has been received from the ACTO (Civil), CMFRI and kept pending for want of fund. The Chairman informed that this will be taken up during the current financial year. (Action : Cdn. Section) |
| 20. | The solid waste management system is not proper at CMFRI Residential Campus, Thevara. So, communicable diseases are spreading among inmates especially children. Kindly discuss the issue. | Discussed the matter and dropped. |
| 21. | In connection with Marine Fisheries Census sponsored by DAHDF, Ministry of Agriculture, Govt. of India, the TA bills of the pre census survey and craft & gear survey for the period from November 2015 to September 2016, are yet to be settled. Official side may kindly clarify the issue. | The TA bills were pending due to paucity of sufficient fund. Now the same have been sent to the concerned centres for preparing fresh bill for payment. The Chairman suggested to send reminder to the SIC concerned, to expedite payment to the concerned official. (Action : Cdn. Section) |

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| 22. | Identity cards of staff members are yet to be renewed (after promotion/expiry from 2016). It is very difficult for our staff members to prove their ID in other places. Official side may kindly clarify the issue. | Backlog cases have already been cleared. Discussed the matter and dropped. |
| 23. | In view of the discussions held with the staff of Visakhapatnam RC of CMFRI, they made a request/ appeal for availing CGHS facility for medical purpose, as the expenses for medical purpose is alarmingly increasing in Visakhapatnam due to development of the city. Official side may please look into this matter. | No request from the SIC, Visakhapatnam has been received till date. Discussed the matter and dropped. |
| 24. | In continuation with the above said, the staff of MRC of CMFRI, Chennai also want to avail the CGHS facility as the availability of approved hospitals is very less in comparing with other metro cities and even comparing with HQRS. | No request from the SIC, Madras RC has been received till date. Discussed the matter and dropped. |
| 25. | Request for new furniture & computers for staff of Kovalam Field lab for performing their official duties. | No proposal has been received in this regard. The Chairman suggested that necessary proposal may be sent for examination. (Action: SIC, Madras/ Kovalam RC) |
| 26. | Sea allowance & insurance coverage may be applicable to the staff of CMFRI who are going cruise in vessels. | As per the 7 th Pay Commission, the sea allowance is abolished. There is already an insurance coverage for 5 members in each vessel trip. Discussed the matter and dropped. |
| 27. | Regarding the counting of the service of CMFRI Canteen Staff at Kochi, the years they worked in CMFRI before joining as ICAR staff may be considered. | No representation has been received till date. The Chairman suggested to submit representation by the concerned staff which will be examined as per rules. (Action: AAO, Estt) |
| 28. | Timely conduct of the IJSC meeting. | The Chairman assured timely conduct of the IJSC meetings in future. Discussed the matter and dropped. |
| 29. | Providing suit case to the IJSC members | There is no provision for providing suit case to the IJSC members. However, the Chairman ensured that status quo will be maintained. Discussed the matter and dropped. |
| 30. | Appointment of Caretaker at Visakhapatnam RC of CMFRI | No proposal has been received till date. Discussed the matter and dropped. |

NEW AGENDA ITEMS DISCUSSED IN THE 5TH MEETING

| Sl. No. | Item | Reply |
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| 1. | In connection with the 7 th pay commission TA rules, staff members from Headquarters and centres have raised many grievances about the difference of the rules considering the bills in each centres and Headquarters. Due to the mistakes arising from the dealing assistants, many staff have lost their eligible amount. Kindly clarify this issue and take necessary action to equalise the rules in headquarters and centres. | The matter was discussed in detail. The staff side suggested to keep separate TA fund for FRAD data collection. The official side informed that the TA bills are not being submitted in time as stipulated in TA rules. The Chairman ensured that the matter will be apprised to all SICs during the next Video Conference and settled at the earliest. |
| 2. | In connection with Marine Fisheries census sponsored by DAHDF, Ministry of Agriculture, Govt. of India, there are T.A bills pending from November 2015 (for pre-census survey to Craft & gear survey) and T.A bills up to September 2016 are yet to be settled. Official side may kindly clarify. | The TA bills have been sent to the Centres for revalidations. The Chairman suggested to settle the matter expeditiously. (Action: Cdn. Section) |
| 3. | All technical staff from Mumbai RC involved in Census 2016, Transport Allowance was deducted for the month of February 2016 without any information to staff. If it is by rule why only technical staffs deduction was done? Some of the scientists were involved in the census but Transport Allowance has not deducted from their salary. Kindly clarify the issue. | No representation has been received from the staff members. The matter was discussed and dropped. |
| 4. | In Head Quarters and Regional/Research centres, copy of APAR in respect of all staff for 2016-17 are still due. Timely disposal is requested as we are nearing APAR 2017-18, so that we can verify. | The Chairman accepted that some delay has been occurred in issuing copy of APAR and ensured that copy will be issued shortly. (Action: Vigilance/APAR Cell) |
| 5. | Division meetings may be conducted in each division. Due to the lack of division meetings the staffs are facing difficulty in expressing their needs. | This can be decided by the HOD concerned. The staff members may give representation if there is any problem. The Chairman informed that this matter will be discussed in the next HODs/SICs meeting. |

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| 6. | Approval of Riddhi Vinayak Hospital in Malad Mumbai for medical treatment is yet to be sanctioned from Headquarters. | The Chairman informed that necessary proposal will be sent to the Council for obtaining approval. (Action : Cdn. Section) |
| 7. | T.A. bills of FRAD staffs of HQRS and various centres are pending from July 2017. Official side may kindly clarify. And also in some centres, the respective scientist-in-charges have fixed consolidated amount for TA purpose of FRAD persons which is in violation of TA rules of Govt. of India. Whether any official order was issued in the connection with the TA from HQRS to them. | The Chairman ensured that a meeting of Officers consisting of Head, FRAD, CFAO/CAO/DDO/ Secretary (SS), IJSC will be convened soon to settle the issue. This matter also can be discussed to the SICs concerned during the next Video Conference. (Action: Cdn. Section) |
| 8. | As per the ICAR order F. No. 11(20)/2001-Esst. IV, dated on 12 th April, 2012, the five year assessment of the Technical staff may be considered two times in a year. But CMFRI conducted only one time in a year. In this regard staff side requests to conduct DPC as per the ICAR guidelines. | The Chairman ensured that all pending cases will be taken up soon (Action : Estt. Section) |
| 9. | As per the ICAR order No. F.No.4(7)/2007-CDN dated on 28 th April 2008, regarding the issue of sending Quarterly Report of the Meetings of IJSC at ICAR Institutes, staff side requests to clarify whether our Institute is sending this report properly. | Quarterly reports are not sending. It was informed that the reports are sending when the Council requests for the same. (Action: AAO, Vigilance) |
| 10. | Seniority list of Technical and Supporting category not issued and circulated yet for last few years. Kindly clarify. | There is no seniority list as far as Technical staff is concerned. Seniority list of Skilled Support Staff is pending for issue due to some administrative reasons. The matter was discussed and dropped. |
| 11. | Identity cards for temporary staffs who are assigned for project works or any other division work may kindly be issued. As nowadays due to frequent security checks happening in various places in the country, they are facing difficulty in convincing the concerned Govt. officials. | Identity cards are being issued to the staff engaged in different projects. There is no provision to issue identity card to the persons engaged through service providers. This item is dropped. |

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| 12. | For Pensioners Identity cards were issued after their retirement. Is there any possibility of issuing their pension cards on the superannuation day itself in exchange for their serving Identity cards on the same day itself? It will be very helpful for them as some of them are not aware of presence of pensioner identity card. | The Chairman informed that this matter will be considered favourably. (Action : Cdn. Section) |
| 13. | There is no internet facility for the staff at Kovalam Field Centre, Chennai. So staff side requests, kindly take necessary action for providing Wi-Fi or Internet facility to the staff serving at the Kovalam Field Centre. | The Chairman informed that no request has been received from the Centre in this regard. (Action: SIC, Madras) |
| Additional points with the approval of the Chairman | | |
| 1. | Dress allowance to Skilled Support Staff | This matter was discussed in detail and the Chairman informed that the dress allowance can be paid only if all Skilled Support Staff are ready to wear uniform. This item is dropped. |
| 2. | Gymnasium at Hqrs. | Will be considered after examining the fund position . (Action: AAO, Purchase) |
| 3. | Grievance of Canteen Staff | The chairman suggested that the concerned staff members may give representation for consideration/examination. |
| 4. | Grant of MACP to SSS at Karwar RC of CMFRI | The Chairman ensured to examine the matter soon. (Action: AAO, Estt) |
| 5. | Payment of Children Education Allowance | The payment will be made as per existing guidelines. Discussed & dropped. |
| 6. | Training to all staff members | The Chairman informed that this will be considered favourably. (Action: HRD Cell) |
| 7. | Next meeting of IJSC | The Chairman ensured that the next meeting will be convened on a convenient day during the month of June 2018. (Action: AAO, Vigilance) |

The Secretary (SS) expressed his sincere gratitude to the Chairman for extending co-operation for settling the issues. He also expressed vote of thank to the Official Side & Staff Side members of the IJSC. The meeting ended at 12.30 PM.

Meera K.N.

(MEERA. K.N.)

ASSISTANT ADMINISTRATIVE OFFICER &
SECRETARY (OFFICIAL SIDE)