



केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद)

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F. No. 6-3/2012-Estt.

Dated: 27.02.2013

To

The Members (Official & Staff Side),
Institute Joint Staff Council of CMFRI.

Sub: Proceedings of the Second meeting of the 12th IJSC of CMFRI –reg.

Sir,

The proceedings of the Second meeting of the 12th Institute Joint Staff Council of CMFRI held on 29.01.2013 at Mangalore Research Centre of CMFRI, Mangalore has been uploaded in the CMFRI Website www.cmfri.org.in for information and guidance.

Yours faithfully,

(RAKESH KUMAR)

CHIEF ADMINISTRATIVE OFFICER

Copy to: -

1. All HODs/SICs, CMFRI, Kochi.
2. All SICs, Regional/Research Centres/KVK of CMFRI.
3. All Sections, CMFRI, Kochi. - Necessary action taken report on the matters discussed in the meeting may please be furnished at the earliest.
4. PS to Director, CMFRI, Kochi.
5. The SIC, AKMU, CMFRI, Kochi – for uploading in the Intranet.

PROCEEDINGS OF THE SECOND MEETING OF THE TWELTH IJSC OF CMFRI HELD AT MANGALORE

RESEARCH CENTRE OF CMFRI ON 29.01.2013

The meeting started at 1120 hrs. Dr. G. Syda Rao, Director, CMFRI & Chairman, IJSC chaired the meeting.

The following Members attended the meeting:-

From Official Side:-

1. Dr. (Smt.) V. Kripa, PS & Head, FEMD, CMFRI, Cochin.
2. Shri A.V. Joseph, Chief Finance & Accounts Officer, CMFRI, Cochin.
3. Smt. D. Geetha, Administrative Officer & Secretary (Official Side), CMFRI, Cochin

From Staff Side:-

1. Shri K. P. John, UDC & Secretary (Staff Side), CMFRI, Cochin.
2. Shri C.J. Josekutty, T-5 (Technical Officer), Mumbai Research Centre of CMFRI, Mumbai.
3. Shri N. Rudhramurthy, T-5 (Technical Officer), Madras Research Centre of CMFRI, Chennai.
4. Shri P.R. Abhilash, T-2 (Exhibition Assistant), CMFRI, Cochin.
5. Shri Joseph Mathew, Upper Division Clerk, CMFRI, Cochin.
6. Shri T.P. Renilkumar, Skilled Support Staff, Calicut Research Centre of CMFRI, Calicut.
7. Shri K.G. Jayaprasad, Skilled Support Staff, CMFRI, Cochin.

Dr. A.P. Dinesh Babu, Sr, Scientist & Scientist-in-Charge, Mangalore RC of CMFRI also attended the meeting as co-opted member.

The members observed 2 minutes silence to pay homage to Shri M. Shanmugavelu, T-1 (Field Assistant), Mandapam Regional Centre of CMFRI, Mandapam Camp who passed away on 27.01.2013.

Smt. D. Geetha, Administrative Officer & Secretary (Official Side), IJSC of CMFRI welcomed the Chairman and members of Official Side as well as the Staff Side and the co-opted member.

In his introductory remarks, the Chairman expressed appreciation on IJSC members active participation and cooperation in all the activities of the Institute for its growth in Global level. He underscored the growth of CMFRI for the last few years and up gradation of infrastructure at all Centres, especially construction of new building at Mangalore and Karwar. He stated that during the 12th EFC period, the Institute is likely to get more funds from the Council and also one new network project. Hence more effort from all categories of staff is essential for proper utilization of the fund. All categories of staff have a good role in the achievements of the Institute. All assessments/DPCs are completed in time and all other eligible benefits also given to the staff without any delay. All pension cases are finalized timely and promptly. He also expressed satisfaction on the co-operation from ICAR in getting the higher posts of Chief Administrative Officer, Chief Finance Accounts Officer, additional post of Administrative Officer and AAO for the Institute. The Chairman expressed his sincere thanks to the IJSC members for their co-operation in all the activities of the Institute and also requested to maintain the same spirit in future. The Chairman impressed upon the IJSC members to get the grievances, if it all anything is left to be resolved, through the forum of Joint Staff Council and enlightened on the futility of resorting to costly litigation and how it will dent the image of the Institute.

Item III: The Member Secretary, Smt. D. Geetha, Administrative Officer presented the action taken report/note on the Agenda Items of the First meeting of the 12th IJSC held at CMFRI Head quarters on 02.08.2012 as indicated below:-

Sl. No.	Subject	Action taken/Present position
1.	The name of Skilled Support Staff who are trained, their names may be included in the future training programme conducted by the Institute.	In response to the circular issued by HRD Cell 2 Skilled Support Staff applied for participation in the Computer training and they have undergone training during September and November 2012. Shri K.G. Jayaprasad, SSS & Member, IJSC said that the Training was very useful to him for carrying out his day to day office work.
2.	All quarters at Regional/Research Centres also be repaired and maintained as done at Hqrs. Cochin.	Wherever request received, action has been taken by the Office for entrusting the repair work to CPWD. Regarding Calicut Centre, the estimate amounting to ₹27,40,200/- for renovation & Repairs of Type I,II,III& IV Quarters has already been sent to the Director (Works), ICAR, New Delhi for obtaining technical vetting and the reply is awaited. (Action: Co-ordination Section)
3.	Computer training may be given to FRAD staff working in outstations also; it will be very useful to reduce their work load and easy data transformation.	The Chairman mentioned that most of the FRAD staff have already undergone training. He added that there is a proposal to give i-pad to all the FRAD staff so as to help them to do their work and show the survey data/ market data from landing centres to the concerned superiors by avoiding paper correspondences and for easy data transaction.
4.	Each technical staff has to be provided a copy of the RPF-1, previously all staff were receiving the same, this will be very useful to all technical staff during their assessment time.	Copy of the RPF-1 has already been uploaded onto the intranet of CMFRI. (http://210.212.232.215/intranet/rpp.pdf)

5.	Modification of Headquarters Departmental Canteen facilities and increase the quality of food.	<p>Preliminary enquiries were made to modernize the kitchen with respect to optimum fuel utilization and built-in kitchen cupboards. More details will be collected and proposal for modernization will be submitted in the next financial year period. Meanwhile, changes have been made in the system of procurement of provisions and vegetables and to maintain hygiene and quality of food prepared in the canteen.</p> <p>Dr. (Smt.) V. Kripa, Member (Official Side) who is also the Chairperson, Canteen Committee ensured that the Water Purifier installed in the Canteen will be repaired immediately.</p>
6.	There is no proper foot path and bus stop from High Court junction to CMFRI, our staff are facing a lot of difficulties on their way to office, proper decision may be taken to give a request to Cochin Corporation, for doing the needful.	The matter has been discussed with GIDA, Cochin. In response to our request, a portion of the work has already been completed and the rest will be taken up in the coming financial year. The proposal for providing bus stop facility in front of CMFRI has been discussed with the Regional Transport Authorities and they have requested for a detailed proposal which is under preparation and will be submitted soon.
7.	TA claims submitted by all election duty members at Head quarters who have gone for the duty during elections conducted during April 2011 are pending for payment for the last one year. The present position may be informed and urgent action may be taken.	The payment has been made to all concerned based on the letter from the Chief Electoral Officer, Govt. of Kerala. Reply from the Election Commission of India, New Delhi in this regard is awaited.
8.	Copies of all circulars/orders may be given to the IJSC Secretary at the time of releasing from office.	Copies of all circulars/orders are issued to all staff members including Secretary (Staff Side), IJSC and this will be continued in future also.
9.	Appointment of AMA at Chennai.	No such proposal from the SIC, Madras RC has been received till date. (Action: SIC, Madras RC)

10.	More space for Mumbai Research Centre of CMFRI.	No such proposal from the SIC, Mumbai RC has been received so far. (Action: SIC, Mumbai RC)
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The Staff Side Members expressed their satisfaction on the action taken on the Agenda items of the previous meeting.

Item IV: New Agenda Items proposed in the Second meeting of the XII IJSC:-

Sl. No.	Subjects	Replies
1.	<p>5th CPC, the ACP granted to the UDCs on completion of 12 years' services and the UDCs are getting the financial benefits of assistants in the pay scale of ₹5500-175-9000 ie. after stepping up of 2 pay scales as per standard pay scale of CCS (Revised Pay) Rules 2008. ACP is straight away given from the pay scale of ₹.4000-100-6000 to ₹5500-175-9000. The pay scales in between the above two stages are for those who are getting 5 yearly assessment. But in 6th CPC, MACP is granted to UDC on completion of 10 years as per hierarchial grade pay ie.GP ₹2400 to 2800 (this grade pay of ₹2800 is applicable for 5 yearly assessment cadre) In this case those who are put up 12 years of services as UDC are not benefitted. They will be getting only the grade pay of ₹2800. In CMFRI like institutes where there is no scope of promotion from UDC to Assistant, UDC who put up 14 years of service are getting only the GP of ₹2800/-. But if ACP would have been in force, there pay should have been fixed @ ₹5500-175-9000. In this case the UDCs are not benefitted with the MACP comparing to ACP. MACP may be granted to UDC who put up 10 years of service with the grade pay of ₹4200 instead of ₹2800 or at least when a UDC becomes 12 years of services may be granted the GP of ₹4200.</p>	<p>There is no provision as per the existing guidelines. The matter may be taken up with CJSC.</p> <p>The Chief Finance & Accounts Officer mentioned that since this is a decision taken by the 6th Central Pay Commission and this issue is already pending before Anomaly Committee on "6th Central Pay Commission Government Orders" and may await result of its decision.</p> <p>(Action: Member, CJSC)</p>

<p>2.</p>	<p>In CMFRI Residential complex there are about 32 families are staying. But our staff members and their children have no facility to play and improve their body fitness. Few days before they have lost their volleyball court. At the time of KVK work, the shuttle court was damaged is not fully repaired. There is no proper committee to report their problems and grievances.</p>	<p>The CMFRI Residential Complex is having a lot of space for extra-curricular and sports activities. There exists a badminton court and Children's park. A note has already been given to the Engineer-in-Charge, CMFRI for replastering the badminton court which is partly damaged. The Children's Park also needs repairing which will be attended to soon. A new volley ball court will also be arranged behind the Type III Quarters in consultation with the Engineer-in-Charge. A Welfare Committee under the Chairmanship of Dr. R. Jeyabaskaran, Sr. Scientist is existing for the welfare of the inmates of the Quarters.</p> <p>The Chairman said that nobody from quarters is asking for any facility. The Chairman also said that the residential campus is being maintained very neatly and beautifully without any complaint from the inmates.</p> <p>(Action: Chairman, Staff Welfare Committee, CMFRI Residential Complex/Engineer-in-charge, CMFRI, Cochin/AAO, Co-ordination Section)</p>
<p>3.</p>	<p>Our technical staff are visiting Cochin Fisheries Harbour twice in a week in the early morning. The technical staff who are residing far away places are finding it difficult to reach the duty point at early morning. Some times while they are going to Kollam and Neendakara they reach office only after 10 PM. In this regard, it is requested provide a permanent room/halting place to technical staff for staying in the Institute as provided to Drivers.</p>	<p>At CMFRI Hqrs. Cochin there is a Farmer's Rest Room having all the facilities for staying by payment of rent as per ICAR norms. This facility can be utilized by the Technical Staff of CMFRI also if needed.</p> <p>The Chairman agreed this point and said that provision may be kept for the required facility at the extension part of Farmers Rest Rooms.</p> <p>(Action: Engineer-in-charge/ Caretaker, CMFRI)</p>

<p>4. The technical staff going in the field for survey is provided with Gumboot, Umbrella & Rain coat, but other technical staff who are going to field work are not provided the same. All technical staff who are entrusted with field duty may please be provided raincoat, umbrella, gumboot etc. to protect themselves in the bad climate.</p>	<p>As per ICAR manual on liveries and Govt. of India norms, only Group C & D employees are eligible for liveries. ICAR has also provided different designations for issue of liveries.</p> <p>Within Group C& D employees, Head of the Institute can include other designations also for issue of liveries keeping in view of the nature of duties being performed by each functionary. Every center having 10 or more umbrellas may be used by others also. Concerned Head of Divisions may provide the same or use the available items.</p> <p>(Action: All HoDs/SICs)</p>
<p>5. In Mandapam Camp office there is no facility for taking lunch & tea in office and nearby areas. Therefore, action may please be taken to start a departmental canteen in the office premises so that the difficulties of staff can be solved. The staff at Karwar and Vizhinjam are also suffering from the same problem.</p>	<p>Since residential quarters are available at Mandapam Centre, most of the staff members can take food from their home and rest of them can use the facility of guest house. Therefore, there is no need for departmental canteen. If required, they can start a canteen, if it is a self finance one. Office has not provided canteen to any place. The Chairman mentioned that there is no canteen facility even in ICAR Hqrs.</p> <p>(Action: The SIC, Mandapam RC)</p>
<p>6. In Mandapam Centre there is no proper distillation unit at different areas, such as New hatchery, Old hatchery ADM, Library, Power House, School, etc. Moreover, RO (Reverse Osmosis) water is not good. The cartridge is not maintained properly.</p>	<p>The R.O. plant established at Mandapam Regional Centre by the Salt & Marine Chemicals Research Institute (CSMCRI) is functioning well since its installation. The plant is also maintained well by frequent cleaning and replacement of cartridges and membranes by the scientists and technicians of CSMCRI whenever required. The TDS level is also frequently monitored and maintained within the permissible level for drinking water. Hence the point raised is not correct.</p>

		<p>The Chairman mentioned that ₹5 lakhs has already been paid for maintenance of RO water plant. A big tank has been constructed for rain water system, it is also like RO water, but nobody is utilizing the same. The Institute has spent a lot of money for rain water harvesting for the entire quarters & office premises. The Chairman said that many of the staff members at Mandapam are not aware of all these things.</p> <p>(Action: The SIC, Mandapam RC)</p>
7.	<p>Leave sanction orders are not being issued at Mangalore Research Centre for the last 2 years. It should be issued to know the balance leave in account. Madras RC staff are also facing the same problem.</p>	<p>Delay in issuing leave sanction order has happened in few months at Mangalore Research Centre of CMFRI. But it has been rectified and updated from April 2012 onwards.</p> <p>Sh. Rudhramurthy, Member, IJSC from Madras Research Centre of CMFRI, Chennai mentioned that Chennai Centre has also cleared all the pending leave sanction orders in batch by batch.</p>
8.	<p>Those who joined between January - July were missed one increment which was sanctioned by ICAR last year. All the other centres including Hqrs. received the arrears due and the increment in their salary whereas the Madras RC of CMFRI staffs have not received the same.</p>	<p>Pay revision including increments already done and arrears will be released as and when remittance of funds from the ICAR Hqrs. is received.</p>

Item V: The Secretary (Staff Side), IJSC raised the following points with the permission of the Chairman:-

Sl. No.	Subject	Action to be taken/present position
1.	Secretary (Staff Side), IJSC requested to increase the Casual leave from 8 to 12	The Chairman informed that it is not possible because it is a Central Government order to be followed and complied with.

2.	Mandapam Centre requested to provide a hall for conducting common functions like marriages & other functions of staff and their children.	The Chairman said that it is not possible to construct a new hall. If required the staff can use the hall already available at Mandapam Centre.
3.	ICAR is giving so many awards to Institutes and staff members. Whether CMFRI can also adopt the same policy for encouraging the staff members?	CMFRI has not initiated such policies, since all the categories are equal in work and only promotions will be given in time based on their eligibility.
4.	Fixing of selection day for South Zone Sports Meet is very near. There is no time for practice and if possible do it earlier?	The Chairman told that the Sports Committee can select the persons without waiting for ICAR Circular and the selected persons can start their practice at their nearby area. As soon as the ICAR circular comes, they can join and practice in team events.
5.	Mirrors may kindly be fixed in the newly renovated bath rooms at Hqrs.	The Chairman said that a lot of money has been spent for renovation of the toilets at Hqrs. The CPWD will do all works without fail. The maintenance of the campus is very important and all are requested to maintain the campus in good condition.
6.	Briefcase was issued to the IJSC Members in earlier period. Kindly provide brief cases to the present IJSC Members also.	The Chairman agreed to consider this request after examining it carefully.
7.	All Staff Side members requested to conduct one meeting before 31 st July 2013.	The Chairman said that this matter will be considered favourably after considering the future programmes.

At the end of the meeting, the Secretary (Staff Side) thanked the Chairman for his valuable advices and proposed vote of thanks to the Members of the IJSC. The meeting ended at 01.15. PM.

Dr. A.P. Dineshababu, Sr. Scientist & SIC, Mangalore RC thanked the Chairman for convening the IJSC meeting at Mangalore Research Centre. He also thanked the IJSC Members for their visit to the newly constructed Office cum Lab building at Mangalore



(RAKESH KUMAR)

Chief Administrative Officer
For Secretary (Official Side), IJSC, CMFRI