

~~Page 4~~ Minutes of the 20th Meeting of the Maharashtra Water Supply and Sewerage Board held on 14th July 1981 at 11.00 hrs at the Board's office.

Present :

1. Smt. Vasudha Deshmukh ... Chairman
2. Shri D.N. Kapoor,
Secretary (U^D) ... Member
3. Shri S.T. Khare,
Member-Secretary MWSSB.. Member
4. Shri W.G. Joshi,
D.S., F.D. ... Member
5. Shri W.D. Bhide, ... Invitee
C.E. (U)
6. Shri B.V. Rotkar,
S.E., Aurangabad ... Special
Invitee
7. Shri S.D. Pradhan,
Chief Engineer(Project)- Invitee
8. Shri B.D. Deshmukh,
S.E., HQ ... Invitee
9. Shri B.N. Darvekar,
DCAO, MWSSB ... Invitee
10. Shri V.T. Ambekar, ... Invitee
DCAO, MWSSB

Item 1: Confirmation of the 19th Meeting:

The suggestion of addition of certain works by the Rural Development Department for item No.2 under 'Action Taken' of the 19th Meeting was not agreed to. However, the suggestion of the Planning Department to change the figures '1980-81' to 1981-82', and the word 'ready to' to the words 'fully utilised' under item No.4 of the minutes was agreed to. Subject to the above changes, the minutes were confirmed.

Item No.2: 'Action Taken' :

Item No.19.6: Review of percentage charges for Establishment and Tools and Plant levied by the Board on works implemented by it:

The Member-Secretary informed the Members that a quick Work Study was carried out for one of the divisions under the Aurangabad Circle. A copy of the Report has been recently received and was under review. The Secretary for Urban Development desired that a proper Work Study be carried out at all the Circle offices and

W.D. Bhide
Member Secretary

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the headquarter Office in respect of working of the staff with reference to actual and projected work-loads of each operating units. The co-relation needs to be established between the staff working under various operating units and their utility from the point of view of physical and financial targets of the works entrusted to the Board. A committee was suggested to be established immediately at the headquarter level which will go into the question of the above work study as well as the proforma and other formats required for compilation of information and the manner of collection of information. The Committee will then compile the information analyse the same and give its recommendation as to the pattern of staff required for implementation of schemes of the Board and the adequacy of otherwise of the existing staff against the existing work-loads. For the Committee to be appointed the Secretary for Urban Development desired that it may consist of a member who is outside the Board Organisation, so that he can give independent views on the aspects of Work Study and information system.

Item No.3(a) : Progress Report of Project:

The Chief Engineer (Project) explained in detail the Progress on the World Bank Project. The Chief Engineer (Project) also mentioned that he would like to improve upon the presentation of the Progress Report. The Deputy Secretary, Finance Department enquired as to whether there was any excess over the sanctioned provisions of items for which tenders have either been processed or have been accepted. In the discussion that followed, it was opined that since no reference in this respect was received at the Board level, it may be presumed that so far there has been no excess over sanctioned provisions.

(b) and (c): Progress Report: Urban and Rural Water Supply and Sewerage Schemes

It was felt that Progress Report presented was in general abstract form and would require some detailed information in order to bring out clearly physical and financial progress of various works under the urban & rural sectors.

M. Arzwide

Member Secretary

General Comments:

It was felt that receipts and issues of loans received by Board should be shown separately in the Budget. Transactions of receipts and payments of interest and Loan instalments should be clearly brought out in the Statement. The provisions made for the year 1981-82 were examined in detail and compared with the actual expenditure figures for the year 1980-81. It was felt that unless there were special reasons to do so, the provisions for the year 1981-82 should be more or less equal to the actual for 1980-81 minus arrears for the previous year paid during the year. While presenting expenditure on establishment, the orders for creation of additional staff along with the Establishment Schedule should be attached in support of expenditure figures on establishment. The provisions for conversion of work charge regular temporary establishment were critically examined. The Secretary for Urban Development was of the view that there should not be any such occasion in future, if the Board can get all the required posts sanctioned at appropriate time. This aspect will have to be examined carefully.

Similarly a provision has been shown for filling up of vacant posts in the Organisation during 1981-82. It was felt that the filling up of these posts should be done in the light of the results of the work Study which has been suggested to be undertaken with immediate effect. A committee for the work Study, and a time limit of 1 1/2 months for completion of study was suggested.

For doing away with the problem of conversion of work-charge to regular temporary establishment, it was suggested to issue a Circular to all S.Es. requesting them to put up proposals for creation of Temporary posts for Maintenance and running of existing water works wherever work charge posts are being utilised and for the creation of posts where the new water ~~xxx~~ works are purposed to be taken up for maintenance hereafter.

It was directed that wherever increases over the previous year actuals are being proposed for the current year in any item of the Budget, detailed justification as to the reasons for increases supported by documents and the statements have to be given. In absence of this information it should be difficult for members to consider the increased provision in the Budget.

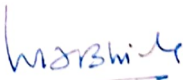
The various provisions in the Budget were accordingly examined and the provisions which were accepted against various items are indicated in the enclosed statement. These revised provisions were taken to have been approved in the meeting of the Board. The detailed supporting statements of these provisions were to be kept ready in the Board's Office.

Chief Engineer (Urban) informed Member that Shri. S.T.Khare, the present Member Secretary intended to proceed on leave and was not likely to join as Member-Secretary of the Board. The Members desired to keep on record their appreciation on the excellent services rendered by the Member-Secretary, Shri. S.T.Khare and the valuable technical and administrative guidance given by him to the Board during the crucial period of formation of the Board.

As Secretary for Urban Development had some urgent meeting else where he was given leave. In absence of the Secretary Urban Development, there was no quorum, the meeting was treated to have been concluded. The remaining items of the Agenda were agreed to be taken up for consideration in the next meeting of the Board.

Meeting ended with a vote of thanks to the Chairman.


CHAIRMAN
Maharashtra Water Supply & Sewerage Board
BOMBAY.


Member Secretary
Maharashtra Water Supply & Sewerage Board
BOMBAY.

Budget Estimates for 1981-82.

(In Lakhs)

Sr. No.	Item of Expenditure	Proposed Estimates for 1981/82.	Budget Estimates approved by the Board.
1.	2.	3.	4.
1.	Salaries and wages and other allowances	818.52	700.00
2.	Leave Salary and Pension contribution	41.05	41.05
3.	Travelling Allowance	32.03	30.00
4.	Over time allowance	0.80	0.30
5.	Rent Rates & Taxes	22.28	15.17
6.	Electricity charges	3.41	2.00
7.	Publication & Advartising	4.69	4.50
8.	Printing & Stationery	19.47	19.47
9.	Office equipment, furniture not charged to work.	10.96	7.50
10.	Postage, Telegraphs Telephones.	12.27	7.57
11.	Audit fee charges (Head Office.)	3.00	3.00
12.	Books and Periodicals	1.36	1.36
13.	Hospitality charges (Head Office)	0.20	0.20
14.	Repairs and Maintenance of office buildings equipments.	3.36	6.50 3.36
15.	Operation, Maintenance of Board Water Works (excluding depreciation but including purchase of water).	782.39	702.04
16.	Running Expenses of Vehicles.	101.83	101.83
17.	Other Misc. Expenses.	7.53	7.53
TOTAL.-		1865.15	1644.02