

**MINUTES OF THE 16TH ANNUAL GENERAL BODY MEETING (AGM) OF
INSTITUTE OF DEFENCE SCIENTISTS & TECHNOLOGISTS (IDST)
HELD ON 27TH SEPTEMBER' 2019, AT CFEEES DELHI.**

1. The Sixteenth Annual General Body Meeting (16th AGM) of the Institute of Defence Scientists and Technologists (IDST) was held on 27th September 2019 at CFEEES, DELHI. It was attended by 60 members.
2. AGM started with the singing of National anthem.
3. Secretary General, Dr. PK Chaudhury extended a warm welcome to the members of IDST present. He invited President IDST, Shri KC Arora, Vice President Shri VV Raghava Rao and Chairman Finance, Shri SS Kulkarni to the dais.
4. Dr. PK Chaudhury briefed the members on AGM agenda points and invited President Shri. KC Arora to deliver opening address.
5. **Opening Address by Shri. KC Arora President IDST**

At the outset, President IDST, on his behalf and on behalf of Central Council, welcomed all the members and thanked everyone for attending the 16th AGM. He briefed the members about the activities carried out, various initiatives taken and achievements made since last AGM held at Pune on 29th September' 2018. He appreciated the progress made by all branches. He commended the enthusiasm and zeal of PIs. He said guidance and support of Past Presidents, Past Branch Chairmen, and senior members for the growth of IDST must stay on records. He mentioned that:

- a. Overall growth of our institute is appreciable in all respects and details will be presented by Secretary General.
- b. Bangalore and Hyderabad branches have excelled in conducting training programs. Efforts made by present and past RC members of branches, faculty and course coordinators are appreciated. Delhi branch has shown a good turnaround through improved CAPSIs and financial status. Pune branch has made initiative towards proposal of PG diploma course at SP Pune University. Syllabus of course has been formulated on a flexible mode of attendance. Hopefully first batch will start in academic year 2020.
- c. Good efforts are being made to extend our support/services to Public and Private Sectors engaged on Defence R&D and production activities. Pune branch has made efforts in expanding horizon in above direction.
- d. Case regarding Revision of remunerations of PIs is being pushed with great efforts and has drawn attentions of our Patron, Chairman DRDO as well. It is likely to be finalised very shortly.
- e. A conclave of scientist of DRDO-ISRO-DAE is being planned, for which work on feasibility report has been completed and submitted to DRDO HQs. It is scheduled around last week of Feb or early March 2020
- f. Our services to DRDO should be with good satisfaction of quality and timely delivery.

- g. We are constantly endeavouring to align our policy documents to the changing working environment. Any suggestions to enhance professional performance are welcomed and shall be encouraged.
- h. Let us build a strong team and work together for the growth of our Institute.
He finally wished members and their family a peaceful future.

6. Annual Report by Dr. PK Chaudhury, Secretary General IDST

Dr. PK Chaudhury, Secretary General made a brief presentation on Annual Report 2018-19. A copy of the same was made available to all members present in AGM. The major points covered in the report are as under:

- i. He reported that registered members strength of IDST is 1205. He presented growth of members and projects, since last AGM. Branch wise status was presented in a tabular form.
- ii. Financial Position of IDST was reported as sound.
- iii. He said that this year a lot of efforts were made to conduct Training programs / Conferences / Seminars/ Workshop/ Courses. He reported a total no of 11 such activities have been conducted since last AGM and about 11 nos. are planned in coming couple of months.
- iv. He informed the members that the Department of Scientific and Industrial Research (DSIR) has accorded renewal of recognition to Institute of Defence Scientists and Technologists, Delhi as SIRO up to 31.03.2022.
- v. IDST Publications –
 - a. IDST E-Bulletin:- It is being published by Pune Branch Quarterly. Total 4 Nos. of E-Bulletins has been issued so far. Other branches should also plan E-Bulletins for their respective branches.
 - b. A couple of good technical publications in reputed journals have been reported from Delhi branch members.
- vi. Regional AGMs have been conducted as under:
 - a. Bangalore Br: 21st September 2019
 - b. Delhi Br: 27th September 2019
 - c. Hyderabad Br: 15th September 2019
 - d. Pune Br. 18th September 2019
- vii. IDST Council Meetings: Four CC meetings of IDST were conducted since last AGM are:
 - a. 1st CC meeting, CC 04/18 was held at Delhi, on 17th & 18th December, 2018.
 - b. CC 01/19, 1st meeting of the new council for 2019 (2nd meeting after 15th AGM) was held at Hyderabad on 22nd and 23rd Feb.' 2019. It was also attended by Dr. S V Kamath, DG (NS&M), Rep DRDO.
 - c. CC 02/19 was held at Bangalore on 14th & 15th June 2019. It was attended by Shri KS Varaprasad DG (HR), Rep DRDO.
 - d. CC03/19 was held on 25th and 26th September 2019 at Delhi. It was attended by Dr. S V Kamath, DG (NS&M), Rep DRDO.

- viii. Case on revisions of remuneration of PIs is with DRDO HQ and being followed closely. It is likely to be finalised very shortly.
- ix. Following decisions taken by CC for conducting next elections were put up to AGM for approval:
- a. Elections of CC and RCs to be held simultaneously and within shorter schedules.
 - b. One member is eligible to submit / file only one nomination either for RC or CC.
 - c. Only E-voting to be implemented.
 - d. In CC elections, members **MUST** vote for number of candidates equal to total number of vacancies as for RC Elections.
AGM ratified decisions of the CC mentioned in (a) to (d), in turn, approving these unanimously.
 - e. Resolutions regarding **“E-Voting by members for the Proposed Resolutions otherwise required to be taken up in CC/AGM /EGM”** was unanimously agreed by AGM.
- x. Following decisions taken by CC were ratified and approved by AGM:
- a. IDST application form for membership (IDST-F1) to be fine-tuned to make it uniform both for Off-line and On-line use.
 - b. Include information regarding Technical expertise / specialized areas of a member in the membership form for ease of updating membership directory on web site.
 - c. Para 2.13 of Guidelines on Financial Management- “Transfer of Surplus Funds from Branch to IDST Resource Fund. The Branch will transfer unspent money from the overheads, if any, to the IDST Resource Fund at the end of the financial year after retaining next one year’s working capital” **to be removed.**
 - d. It was decided to **open a separate account** (Conference Account) at Allahabad Bank, Delhi in which 25% of the Surplus of Income from conduct of conferences / Workshops / Training programmes / courses etc. shall be transferred at the end of the financial year. This money can be used as “Seed Money” for conducting such activities in future with due approval of CC.
- xi. Status of other activities was reported as under:
- a. IDST Website updating has been completed to a greater extent. It will be a continuous process on future.
 - b. It is planned to re-align IDST policy documents to make them simple and precise. Preliminary work has been completed in this respect.
 - c. Introduction of Formats for compiling core / Specialised technical/ managerial fields /areas of members and their willingness to contribute to various IDST activities.
 - d. Work on uploading Projects data, finance / forecast budget data, details on workshops/ training programmes / shot- term courses on Website has been implemented. It is a continual data updating process.
 - e. CC is actively considering evolving a secured process to facilitate leading industries working for defence projects to browse IDST Members’ Directory, so that Members can be chosen as service providers for reputed industries also.

- f. To issue Welcome kit to all new members who joined as Life Members from January 2019 onwards. The kit will include a welcome letter from the President, Certificate of Life Membership from CC and ID card by the respective branch.
- g. Weeding out of old records (from 2003 to 2012) of Hyderabad branch by forming a Condemnation board has been initiated. Similar exercise will be undertaken for the records of IDST HQs. after completion of the former.
- h. Interaction with DRDO- clusters meetings of DGs:
 - a. Dr. JC Kapoor and Secretary General Dr. PK Chaudhury presented works carried out by IDST and available capabilities in Cluster Council meeting of DG (NS&M) on 25th March 2019.
 - b. President and Secretary General also met Shri. KS Varaprasad, DG (HR) and Dr. Guruprasad, DG (PC&SI) on May 1st 2019 in their offices. They briefed them about IDST activities and issues faced by IDST.
 - c. Dr. JC Kapoor and Secretary General Dr. PK Chaudhury met DG (Aero) and DG (ECS) in Bangalore on 22nd & 23rd May 2019 respectively .They requested for a slot for IDST presentation in their respective Cluster Meets.
- i. Meetings were also held by all branches with Directors & Senior Scientists of Labs and at HQ to seek all help for the growth of IDST.
- j. CC decided that when CC is scheduled at a branch, Chairman, Finance, General Secretary and Secretary cum Treasurer of that branch will hold a short meeting to sort out pending issues, if any.
- k. IDST HQs provided Shields to all regional branches to felicitate two Best PIs from each regional branch during the Annual General Body Meeting of the respective branches.

Clarifications sought by the members on the Annual Report were provided to their satisfaction.

7. Confirmations of Minutes of 15th AGM

Minutes of 15th AGM held on 29th September, 2018 at Pune were circulated to all the members. Secretary General informed the members that he had not received any comments till date on the minutes of 15th AGM. Minutes were accepted with the following resolution:

“Resolved that the minutes of the 15th Annual General Meeting of IDST, held at Pune on 29th September 2018, are hereby approved without any change.”

Proposed by Shri VP Goel (D-1139). Seconded by Dr Ram Kumar (D-234).

8. Presentation of Accounts :

- a. Shri. SS Kulkarni, Chairman, Finance presented financial status of IDST. He said a copy of Audit report for the year 2018-19 and Balance Sheet have been made available to all the members present in the AGM.
- b. He informed the members that overall financial position of the Institute is quite sound as Income over expenditure is positive.
- c. He briefed the AGM on the funds available with IDST in form of FDs, Membership fee, Interest on Membership fee and Cash in hand.

- d. He also briefed the members on details of Income Tax Scrutiny case for FY 2015-16, wherein Rs 12,00,000/- has to be deposited with IT department as 20% of demand raised by IT department. Our CA is closely following the case to get money back with interest.
- e. Another IT department case for FY 2017-18 pertaining to 26AS corrections is also being handled by CA through online process.
- f. He presented on the funds stuck with IT department for FY 2017-18 as TDS dues.
- g. All the Branches have implemented statutory requirement of depositing Taxes and audit requirements as per rules.

9. Consideration of the Audited Statement of Account for FY 2018-19

After discussions and providing necessary clarifications by Chairman Finance, the following resolution is passed:

**“The Audited Statement of Account of IDST for the Financial Year 2018-19
is approved and accepted”**

Proposed by Dr. GC Dube (D-88). Seconded by Dr. SD Gupta (D-217)

10. Appointment of Auditors for the FY 2018-19 and

- a. Chairman Finance informed that M/s Nakul Singhal & Associates, Delhi have carried out the audit of IDST accounts, filing of Income tax and GST returns for the financial year 2018-19. CC has recommended appointment of M/S Nakul Singhal & Associates for the FY 2019-20 for the same purpose. Negotiations shall be done with the firm on remunerations to be not more than additional 15% over the fees paid during FY 18-19.
- b. Following resolution was passed:

“The General Body hereby approves the appointment of M/S Nakul Singhal & associates as CA for FY 2019-20. AGM authorizes CC to negotiate with M/S Nakul Singhal & Associates on remuneration for FY 2019-20, to be not more than 15% of the total fees paid during FY 2018-19 audit.”

Proposed by Dr. MB Dutt (D-818). Seconded by Dr SD Gupta (D-217). Passed unanimously.

11. Many of the members viewed their individual thoughts about how functioning can be improved to make IDST more effective. Points like discussion forums on website, projects with Pvt Industries, getting list of retiring scientist and contacting them in advance for membership, information on planned symposiums / trainings to members etc. were put up. All the points were appropriately answered and assured for the appropriate early actions.

12. Conclusions and Vote of Thanks by Shri VV Raghava Rao, Vice President IDST

- a. Concluding the meeting, Shri VV Raghava Rao proposed a vote of thanks. He expressed his gratitude to all members for their attendance, support and participation.
- b. He appreciated the Kothari Memorial Lecture orator Dr. RK Sharma, on subject “Technology trends in Defence R&D”, for covering and enlightening the members on

latest topic like AI, UAV, 5G, Terahertz and Quantum Technologies. He thanked Dr. Sharma for a wonderful presentation.

- c. He thanked Secretary General Dr. PK Chaudhury and Chairman, Finance Shri. SS Kulkarni for their presentations on Annual report and Financial status 2018-19 of IDST.
 - d. He also thanked all those members who helped in passing the 15th AGM minutes and resolutions on financial matters by proposing and seconding the passing of minutes/ resolutions.
 - e. He thanked Shri RM Singh and his RC team for making all arrangements for HQs. AGM. He also thanked Director, CFEES and his team for the timely help in providing all facilities.
 - f. Finally he thanked one and all, who contributed directly or indirectly for the success of this AGM. He asked all the members to join hands for the progress of IDST.
- 13.** Meeting was declared closed.

These minutes are being issued with the concurrence of the President IDST.

October 26th, 2019

Dr. PK Chaudhury
Secretary General, IDST

To

1. All Council members & all four branches of IDST
2. All the members of IDST
3. Registrar of Societies, Govt. of Delhi.