

MEETING MINUTES ON ISSUES RELATING TO ANNEXE I & ANNEXE II BUILDINGS

Date : 6th Sept 2019 (Friday) at 11:00 AM
Venue : Protocol Office
Chairman : Pu Zorammuana, Joint Secretary, GAD

Members present:

Sl.No	Name	Designation & Department
1	Pi Zodingpuii	Controller, P & S
2	Pu V Lalengmawia	State Protocol Officer
3	Pu TC Lalkhuma	Deputy Director, ICT Deptt
4	Pu Malsawmzuala	Asst CEO, Election Deptt
5	Pu Vanlalrengliana	Asst Commissioner, Excise & Narcotics
6	Pu Lalthathanga	Technical Director, NIC
7	Pu David Chuangkima	Accounts Officer, Aizawl South Treasury

The meeting was chaired by Pu Zorammuana, Joint Secretary, GAD. He highlighted various issues pertaining to Secretariat Annexe I & II Buildings. He opened various agenda and the following decisions were made by the Meeting:

1. Electricity Connections: Since SAD has handed over the maintenance of Secretariat Annexe I & II Buildings to the GAD and that SAD is no longer going to pay the bills of Departments who are occupying the Buildings are instructed to have separate electricity connections on their own. In the interim period, the meeting decided that Protocol & Hospitality Wing would make Budget Estimate for monthly payment of electricity bill which comes around Rs.84000 per month to the Finance Deptt through GAD.

Action: State Protocol Officer

2. Water Connectios:The Meeting also entrusted Protocol & Hospitality Wing for Budget Estimate of around Rs.81000 per month for payment of bills to the Finance Deptt through GAD.

Action: State Protocol Officer

3. Parking Lot: The issue of Parking Lot has also been decided that it would be taken up by the Committee of various Departments after complete accommodation by the Vice Chairmen of the various Boards. The Meeting also explored the possibility of constructing a multi-storeyed parking place through PAHOSS and the proposal be sent to the UD& PA by the GAD. Further, the Meeting also decided that parking for various Boards would be pursued to the Legislative Assembly by the GAD

For sweeping and cleaning of parking lot near Treasury Officer North, UD & PA may be requested to deploy their sweepers for the same

Action: GAD & State Protocol Officer

4. Constitution of Management Committee involving various Departments:

The Meeting also desired to have Management Committee to sort out various issues pertaining to Secretariat Annexe I & II Buildings which would be formally constituted by the GAD. Proposal would be sent to the GAD by the State Protocol Officer

Action: State Protocol Officer

5. Budget Allocation of Minor Works under Protocol Wing Head: Since there is no Head of Account for Minor Works under Protocol Wing, the Meeting further decided that Head of Account for Minor Works under Protocol Wing be requested to the Finance Deptt through GAD by the State Protocol Officer as there will be many minor issues including minor repairs, upkeeping of the buildings, septic tanks etc.

Action: State Protocol Officer

6. Sweeping of Secretariat Annexe I & II Buildings: The Meeting also decided that proposal be sent to the GAD by State Protocol Officer

Action: State Protocol Officer

The Meeting ended with a note of thanks by the Chairman

Memo No.F.16015/11/2019-PRO(GAD)

Copy to:

1. PS to Joint Secretary, GAD dor information
2. All concerned for information

Sd/-ZORAMMUANA
Joint Secretary to the Government
General Administration Department
Dated Aizawl, the 6th Sept 2019



(V LALENGMAWIA)
State Protocol Officer
Protocol & Hospitality Wing
General Administration Department
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