

SANDEEP VIHAR (AWHO) WELFARE & MAINTENANCE SOCIETY,
GHS-79, SECTOR-20, PANCHKULA

MINUTES OF THE MANAGEMENT MEETING : 04 MAY 2020

1. A meeting of the Management Committee was held on 04 May 2020. Nine members were present.

Point No 1 – Update on Tackling of Covid-19 Epidemic

2. The President informed that the decisions taken by the Managing Committee during the Management Meeting of 15 March 2020 had enabled the Society to be fully prepared when lockdown was ordered nationwide on 24 March 2020. Consequent to the timely decisions taken by the Managing Committee during this meeting, proactive measures were taken to protect the Society from Covid 19 infection. The three-pronged approach adopted, was to restrict entry into the campus to only minimum essential visitors and that too after checking for symptoms / sanitization, ensure provision of all necessities within the society to reduce the requirement for residents to leave the campus and to keep the essential services functional. The specific actions taken were as under:-

(a) Protection of the Campus. Due to the anticipatory planning done, all required preventive measures were in place prior to announcement of nationwide lockdown. These included:-

- (i) Procurement of non-contact thermometer, although not available in the market.
- (ii) Procurement of sanitizers for lifts.
- (iii) Installation of hand washing arrangements at Gate No 1 along with soap.
- (iv) Procurement of Face Masks for society staff.
- (v) Closure of Gates No 2 and 3.
- (vi) Stoppage of entry of all outsiders, except for the essential services permitted by govt.

(b) Provision of Necessities within the campus.

- (i) Continuity of Milk Supply and Fresh Vegetables was ensured.
- (ii) Augmentation of range of groceries in the Milk Shop.

- (iii) Procurement and Home delivery of Face Masks to residents.
- (iv) Procurement and provisioning of Hand Sanitizers in the Milk Shop.
- (v) Arrangements for collection from market of medicines for the very senior residents.
- (vi) Periodical positioning of ATM van of HDFC Bank inside the campus.
- (vii) Introduction of App based home delivery system for essentials and medicines.

(c) Ensuring of Essential Services.

- (i) Arrangements were made for the regular attendance of the Sanitary Staff in spite of numerous disruptions due to movement restrictions.
- (ii) The water supply, sanitation and electricity supply remained uninterrupted.
- (iii) Emergency repairs pertaining to electricity and water were ensured.

3. The President thanked all residents of the society for extending cooperation by observing all the restrictions imposed by the government. He also placed on record the appreciation of the society to following members / residents for their unstinted efforts to help the management: -

- (a) Capt Surg (IN) Anil Kaul (D5/501)- Procurement of Non-Contact Thermometer from hospital trade sources.
- (b) Lt Col Naresh (E2/303)- Liaison with civil authorities for arranging sanitization of the campus and facilitating movement of sanitary staff.
- (c) Mr Abhishek Handa, S/O Col Rajeev Handa (D4/404) for volunteering to institute a system for App based home delivery.

4. The President observed that some changes to the lockdown conditions had been made by the government from 04 May 2020. He clarified that these pertained to industrial and business establishments. For all other non-essential activities, the country still remained in lockdown. He informed that some members had enquired whether domestic staff / construction workers would be allowed entry in to the Campus and whether routine activities like walking etc could be resumed.

5. Lt Col Arvind Bali opined that false sense of security seemed to be setting in because of declaration of Panchkula an Orange Zone. However, this could change to Red Zone if some cases of the disease were to occur. In the unfortunate event of a case occurring within the Society, we would become a Containment Zone with total curfew. The majority of residents of the Society were in the sensitive age groups and thus more prone to infection. He informed that in Suncity, the largest residential complex of Sector 20, the lockdown restrictions had been extended till 18 May 2020.

6. The General Secretary informed that a message had been received from Police Station, Sector 20 through the Sector 20 Welfare Association that in the case of according of permission for entry of domestic staff into the Societies, a case would be registered in terms of Government of Haryana, Notification No. 81-90/COVID/2020 dated 22.03.2020 on lockdown procedure.

7. After discussion, it was decided to abide with the directions received and extend the existing restrictions till 18 May 2020. It was further decided that in case of any fresh changes to the existing instructions being issued by the government, the restrictions would be reviewed.

Point No 2 – Update on Handing Over of NCDRC Case Files to Authorized Sub Committee.

8. The General Secretary informed that case files pertaining to the NCDRC Case had been handed over to the Sub Committee on 03 May 2020, as approved by the GBM of 02 Feb 2020.

Point No. 3 - Conduct of Elections for the Society Management

9. The President informed that the term of office of the present management would expire on 14 Aug 2020. The Manging Committee was required to take preparatory actions in terms of Appendix A to Society Bye Laws. The period of the lockdown had been used to prepare the mandatory Register of Members (Form XII), which had never existed before. In doing so, the details of members had been updated and disseminated through all available mediums, including the Society website, asking members for any corrections which might be required. The remaining preparatory requirements were to appoint Returning Officers / Independent Member and disseminate a schedule for the elections.

10. Appointment of Returning Offices / Independent Members. It was decided to request the following members to provide their services as Returning Offices / Independent Member:-

- (a) Returning Officers.

- (i) Brig Parvinder Singh (E13/602)
- (ii) Col Surjeet Singh (D1/404)
- (iii) Col Sandeep Nautiyal (E1/303).

(b) Independent Observer. - Brig V S Nijhawan (E15/404)


11. Election Schedule. The following elections schedule was approved.:-

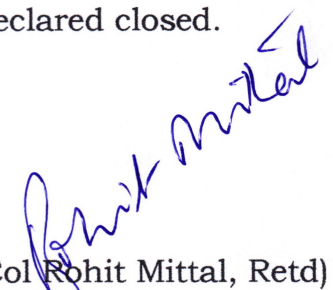
Ser	Activity	Date
1	Announcement of elections, nomination of Returning Officers and display of Members List	05 May 2020
2	Last date for filing objections / seeking updating of Members List	09 Jun 2020
3	Publication of Final Members List	19 Jun 2020
4	Last date for filing nominations	19 Jul 2020
5	Last date for objection to nominations	22 Jul 2020
6	Last date for withdrawal of nominations and publication of final list of candidates	26 Jul 2020
7	Display of list of members not entitled to vote due to non payment of dues	1 Aug 2020
8	Conduct of elections	9 Aug 2020
9	Date of Formation of New Management	14 Aug 2020

12. The members authorised the President and General Secretary to complete all procedural requirements pertaining to the elections, as required by the Society Bye Laws.

13. There being no other points, the meeting was declared closed.

Date 04 May 2020


 (Col R S Rathee, Retd)
 President


 (Lt Col Rohit Mittal, Retd)
 General Secretary