

MINUTES OF THE GENERAL EXECUTIVE MEETING
HELD ON SATURDAY THE 23RD JULY, 1983 AT
9.00 A.M. IN THE CONFERENCE ROOM.

3550/659/83)

The meeting was presided over by the Chairman, C.D.A. and was attended by the Board Members, Director General Works, Project Directors and all Directors of the C.D.A.

2. Opening the discussion, the Chairman informed the gathering that from hence-forth weekly Board meetings shall be held on every Saturday. Such of the executive heads who may be required in these meetings shall be invited to attend. The weekly meetings shall be followed by a monthly meeting which will be held on the last Saturday of the month and will be called "General Executive Meeting". This meeting will be attended by all the Officers of the Authority upto Director level.

3. Chairman observed that he has introduced a system whereby Board orders/instructions (BOI) which have been divided into three categories namely General, Administrative and Technical shall be issued to all concerned for implementation and should in turn be widely circulated up to supervisory level by the respective Directorates/Sections. These orders/instructions which will bear a Serial No. should be kept by all concerned in proper folders (separate folder for each category) so that no difficulty is encountered whenever these are required to be referred to. Chairman further added that since these orders and instructions will be formulated/finalised after detailed examination of all the pros and cons of the matter to which such Board orders/instructions would pertain to, therefore, it will be incumbent on all concerned to ensure their implementation in letter and spirit.

4. Referring to the administrative order No. 2/83 relating to "Functional Reorganization", Chairman

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observed that he being new to the Organization had examined the existing set up with a critical eye in order to find out whether any changes were called for accelerating its working efficiency. He said that the minor changes that have been brought about in the structure have been made with this object in view and to optimise the functional control and should not, therefore, be mis-interpreted or attributed to anything else. This clarification having been made, Chairman hoped and expected full cooperation from all concerned in the implementation of the changes so as to achieve the desired result namely visible and marked improvement in the working efficiency of the Organization. He, however, added that he will be open to any positive suggestion that may be put forth by various functionaries for consideration provided they are helpful in achieving the end result i.e. "efficiency". He emphasised the need for sincerity of purpose at all levels.

5. Continuing his introductory address Chairman observed that dramatic change, so to say, is likely to come in the second phase which will open a new chapter for the Organization. This however, he said will come after a while and not in the near future and therefore should not be a matter of concern for anybody for the time being. He added that the changes as and when they take place will neither be sudden nor drastic nor done in an unorthodox manner and those who may be affected eventually with the proposed changes will be taken into confidence and their opinion/suggestion obtained well before the changes intended to be made in the system are actually implemented. With these clarifications, the Chairman said that there should be no cause of alarm on that score.

6. The other point which was brought out by the Chairman dealt with the external pressures both external and internal. He said that pressures not only affect the operational efficiency of an Organization as a whole but are also a potent source of causing discontentment, bickering and had blood amongst those who become the victims of such pressures. Chairman gave a categorical assurance that in order to provide a pressure free environment he would resist all pressures at his level and any pressure that may be exercised at

the lower tier should in future be diverted to him. He however, said that in turn he would expect from the Organization a fault free system which should operate on clear cut policies in all directions whether they are administrative or financial or technical so as to strengthen his hands to resist any pressure which is in conflict to the system. A platform fortified with sound policies would not only provide protection from pressures and exploitations but would also streamline the working of each working unit at individual level as well as collectively.

7. With these introductory words and ideas the Chairman invited the participants to comment upon individually on the administrative order pertaining to 'Functional Reorganization' referred to above. There was general consensus amongst the participants about the viability of the changes that have been introduced. They also gave the assurance of their fullest cooperation in making the changes a success. General observations made by some of the participants were dealt with by the Chairman and the position clarified to their benefit. The only aspect which was agreed to be looked into further pertained to the issue regarding placement of Purchases and Stores Directorate under the administrative control of D.D.(G) or otherwise. In order to examine the matter, a Committee consisting of Director General Works as its convenor, Director Purchases and Stores, Deputy Financial Adviser and Director Audit & Accounts as its members was constituted to go into the nuts and bolts of the matter and give its definite recommendations for consideration by the Board in the next couple of days.

8. Concluding the proceedings Chairman decided that the main topic to be discussed in the General Executive Meeting to be held next will deal with "Delegation of Powers both financial as well as administrative" and directed all the participants to come fully prepared.
