**IRI/HQ/04 15th February 2005**

**All Members, Governing Council**

**Chairman / Vice Chairman / Hony. Secretary**

**Chennai/Delhi/Karnataka/Kerala/Kolkata/Mumbai/Rajasthan Branch**

**Special Invitee – Member, Managing Committee, IRI Chennai Branch**

**(Chennai Branch to invite them on our behalf)**

**NOTICE FOR THE FIFTH MEETING OF THE GOVERNING COUNCIL TO BE HELD AT CHENNAI ON SATURDAY, 19TH MARCH 2005**

**Dear Sir,**

**Further to mail of 1st February, 2005 this is to inform you that the Fifth meeting of the Governing Council will be held on Saturday, the 19th March, 2005, at 11.45 AM at Moubrays Room at Madras Club, 8 Adyar Club Gate Road, Off Chamier’s Road, Adyar, Chennai 600035, with lunch break, to consider the following items of A g e n d a.**

**1. To confirm the minutes of the Fourth meeting of the Governing Council held at Mumbai on 30th April, 2004 and circulated on 29th May, 2004.**

**2. To elect Chairman of the Governing Council for two term – 2005 – 2006.**

**After this newly elected chairman will take over from outgoing Chairman and preside over the meeting.**

**3. To elect Vice Chairman for two year term 2005 – 2006**

**4. To record appreciation of the work done by the outgoing Chairman.**

**5. To consider proposal of Mr. Manu M Patel regarding offering IRI Platform to AIRIA, ATMA etc. as professional Technical Event management Organization.**

**6. To hear progress from Kerala Branch regarding their proposed Asia Tech 2006 Conference.**

**7. To consider payment of IRCO Fee for the year 2005 and advise all the Branches to contribute towards the same.**

**8. To consider Final Accounts of Asia Rub Tech Expo 2002 (circulated on 6th January,2005) and also take note of remittance, out of Asia Rub tech 2002 earnings, towards refund of loan to the Branches, who had loaned for acquiring IRI HQrs office premises and contribution to HQ as advised by Hony. Secretary vide letter dated 29th May 2004, forwarding the minutes of the fourth meeting of the Governing Council.**

**9. Financial Matters**

**9(a) To peruse Annual Accounts for the year 2003 – 2004 and Income tax Return filed on 23-12-04 for the year ending 31st March, 2004 with a note from the Auditor starting “In the previous year, the Institute had charged depreciation on its Fixed Assets except some of the Branches which had not provided depreciation on their Fixed Assets for which the Capital Fund of the Institute has been reflected accordingly.” (to be placed at the meeting).**

**2**

**A sum of Rs. 3500/- has been paid to the CA for auditing the above as against Rs. 20,000/- paid last year to the Delhi based CA for the same job.**

**9(b) To advise Branches to send their Annual Accounts in set of four forms for the year ending 31st March, 2005 by 31st May. Last year in spite of mails from the Hony. Secretary, Chairman Mr. Zachariah George and Past Chairman, Mr. Manu M Patel, the Branches delayed it too much once again.**

**9(c) To note that bank Account in the name of IRI – Education Development Fund has been opened with ICICI Bank at Kolkata and Rs. 10 Lakh from Asia Rub Tech Expo 2002 has been deposited in this Account on 17th January, 2005.**

**9(d) To advise (i) Mumbai Branch – the only Branch yet to remit the fund – to remit 40% of subscription for the year ending 31st march, 2004 to IRI HQ and (ii) Karnataka Branch to send Rs. 50,000/- out of profit from the last Conference as per decision of the last Governing Council meeting.**

**9(e) To advise Rajasthan Branch and Karnataka Branch to send immediately the difference between 40% subscription and 40% of the interest on FD remitted earlier.**

**9(f) To advise all the Branches to remit 40 % of subscription for the year ending 31st March 2005 at the earliest.**

**9(g) To take note of the Hony. Secretary’s letter dated 6th January, 2005, providing status of payment of Municipal Taxes for the IRI Hqrs and position regarding mutation etc.**

**9(h) To pass a resolution for operation of Bank Account of IRI HQ by new office bearers.**

**10. To consider modification proposal on memorandum of Association and rules & Regulations of Indian Rubber Institute as prepared by Dr. R. K. Matthan and circulated to all the members and the Branches on 6th January, 2005 for their comments.**

**11. Educational Matters**

**11(a) To peruse minutes of meeting of Education Committee held at Kolkata on 3rd Sept. 2004 and circulated on 9th February, 2005 and hear Dr. Mukhopadhyay, Chairman of the said Committee.**

**11(b) To consider Membership with Rubber Division of American Chemical Society (ACS) as proposed by Mr. K. J Janakar and Dr. Mukhopadhyay and initiated by Mr. Zachariah George.**

**11 (c) to consider DIRI 2004 Results (already circulated all the Branches) and suggest ways to reduce the delay both in declaration of results and providing the Certificates.**

**11(d) To review question paper setting modalities, especially in respect of Paper 1 and Paper IV.**

**11(e) To consider conducting one week Crash Course for the DIRI students every year at IIT, Kharagpur / HASETRI, Kankroli.**

**11(f) To consider having common Screening Test Question Paper for all the Centre.**

**11(g) To consider publication of common Course material.**

**3**

**11(h) To consider about e journal.**

**11 (i) To consider about Correspondence Course.**

**11(j) To review examination fee structure**

**11(k) To Consider annual enhancement of fee by Rs. 5000/- as being asked by IIT Kharagpur.**

**11(l) To consider any change in examination system vis – a- vis declaration of result necessary due to introduction of Correspondence Course.**

**11(m) To consider budget for the above activities.**

**11(n) to decide on calendar, to be strictly followed by all the Branches, every year, regarding forwarding names & photographs, examination fee to the IRI HQ as every year it is invariably delayed.**

**12. To consider revival of grant of Rs 5 lacs sanctioned by rubber Board towards Educational Activities ( Agreement with Rubber Board circulated to all along with minutes of the third Governing Council meeting on 29th March, 2004.**

**13. To consider preparation of proper plan towards setting up Testing and Training Centre at Chennai, Delhi and Kolkata ( IRI HQ had recently came across an ad in Kolkata Newspaper by Rubber Board’s local office seeking 1500 sft. Ground Floor space for establishing Testing Centre at Kolkata)**

**14. To consider (a) modalities for improving the image of IRI and (b) Activities reports from the Branches.**

**15. To consider Guideline, to be presented by Dr, R K Matthan, for being followed by all the Branches while organizing Seminars with respected to formation of Core Committee, National Organizing committee, Fund Sharing with HQ etc.**

**16. To take note that no IRI news are being received from Branches for publication in Rubber India as was organized by Mr. Manu M Patel.**

**17. Any other matter that may be taken up with the permission of the Chair.**

**All are requested to kindly attend the meeting and the lunch, which is being arranged at the same venue, with a view to ensure that all items of agenda are discussed and decision taken.**

**Thanking you,**

**Yours truly,**

**(A P Akhouri)**

**Hony. Secretary**

**Governing Council, IRI**