

## **Minutes of the 19th Governing Board Meeting of the West Bengal Zoo Authority held on 8<sup>th</sup> December 2020**

19th Governing Board Meeting of the West Bengal Zoo Authority (WBZA) was held on 8<sup>th</sup> December, 2020 at Aranya Bhawan, 8th Floor, Salt Lake, Kolkata. Shri Alapan Bandyopadhyay, IAS, Chief Secretary, West Bengal, and Chairman of West Bengal Zoo Authority could not attend the meeting and requested Shri Hiridyesh Mohan, I.A.S., Principal Secretary, Department of Forests, Govt. of West Bengal and Vice Chairman, West Bengal Zoo Authority to preside over the proceedings. The meeting was also attended by the following Members of the Authority.

1. Dr. Manoj Pant, I.A.S., Principal Secretary, Department of Finance, Govt. of West Bengal and Member, WB ZA.
2. Shri Ravi Kant Sinha, I.F.S., P.C.C.F (HoFF), West Bengal and Member, WBZA.
3. Shri V. K. Yadav, I.F.S., P.C.C.F (WL), & CWLW, West Bengal and Member, WBZA.
4. Sk. Johar Ali, Working President, All Backward Class Relief & Development Mission and Member, WBZA.
5. Shri Dharmdeo Rai, I.F.S. Director, P.N.H. Zoological Park, Darjeeling and Member, WBZA.
6. Shri Asis Samanta, I.F.S., Director, Zoological Garden, Alipore (Kolkata) and Member, WBZA.
7. Shri V. K. Yadav, I.F.S., Member Secretary, WBZA.
8. Shri Suresh Kumar Jagat, I.A.S, OSD, Department of Forests, Govt. of West Bengal, Invitee

The following Governing Board Members could not attend the Meeting due to pre-occupation and were granted leave of absence.

1. Dr. S. P. Yadav, IFS, Member Secretary, Central Zoo Authority, Ministry of Environment, Forests & Climate Change, Govt. of India & Member, WBZA.
2. Dr. B. B. Roy, Director, Animal Husbandry & Veterinary Services, West Bengal and Member, WBZA.
3. Shri Sankar Dhar, People's for Animals, Alipurduar and Member, WBZA.
4. Smt. Debolina Biswas, Councillor, Kolkata Municipal Corporation, Ward No.74, Member, WBZA.
5. Shri Debasish Paramanik, Karmadhakshya Jalpaiguri Zilla Parishad, P.O. Phulbarihat, Member, WBZA.

The Vice Chairman, West Bengal Zoo Authority welcomed all the Members present and asked the Member Secretary, West Bengal Zoo Authority to initiate the proceedings as per the proposed Agenda.

**Agenda 1 : 'Action Taken Report' on the decisions taken in the 17th and 18th meetings of the Governing Board of the West Bengal Zoo Authority .**

Member Secretary presented the 'Action Taken Reports' (ATRs) on the decisions taken by the Governing Board of West Bengal Zoo Authority in its 17th and 18th meetings held on 24th October, 2019 and 19th June 2020 respectively. The 'Action Taken Reports' were noted by the Members present.

**Agenda 2 : Approval of Annual Report and Consolidated Audited Accounts for the year 2019-20 of West Bengal Zoo Authority and all the Zoos under its control**

Annual Report and Consolidated Audited Accounts of West Bengal Zoo Authority and all the Zoos under its control for the year 2019-20 were placed in the Board Meeting. Member Secretary, West Bengal Zoo Authority highlighted the main points. The Annual Report for 2019-20 of West Bengal Zoo Authority was discussed and approved. Principal Secretary, Department of Forests, Govt. of West Bengal asked to review the necessary observations of the Internal Audit and reconciliation is to be done as soon as possible and submit the same to Registrar of the Society. Principal Secretary, Finance Department, Govt. of West Bengal also suggested to engage one good Accounting Firm as well as to use proper accounting software programme. The firm related to IFMS System should also be consulted for upgradation of present Tally Software. Principal Chief Conservator of Forests (HoFF), West Bengal was of the view that the Accounting Firm to be engaged should place the services of one Company Secretary. It was also decided that regular training programme should be organised for Accountants etc.

**Agenda 3 : Annual Plan of Operation of West Bengal Zoo Authority and all its units for the year 2020-21**

Proposed Annual Plan of Operation of West Bengal Zoo Authority and different zoos (enclosed as **Annexure- I**) under its control was discussed.

It was discussed and decided that more fund should be utilized under West Bengal Zoo Authority Corpus Fund in order to avoid Income Tax. It was also pointed out by the Principal Secretary, Finance Department, Govt. of West Bengal that due to the present austerity measures and Covid-19 situation in the State, many works listed under State Plan, Grant-in-aids may not be possible.

Therefore it was decided that works which will not be approved under State Plan, Grant-in-aids will be taken up through West Bengal Zoo Authority Corpus Fund. Principal Secretary, Forest Department, Govt. of West Bengal and Vice Chairman of West Bengal Zoo Authority said that at least Rs.10 crore each year should be spent on different developmental works for upgradation of zoos as well as for some urgent recurring expenditure.

The Annual Plan of Operation of West Bengal Zoo Authority for the year 2020-21 was approved for State Plan Schemes, Non-Plan Fund and West Bengal Zoo Authority Corpus Fund.

**Agenda 4 : Appointment of Internal Auditors & Statutory Auditors and Tax Consultant.**

The Governing Board approved the appointment of following Internal Auditors and Statutory Auditors for the Accounting Year of 2019-20 :

- (1) **Internal Auditor & Tax Consultant** - Kedia Dhandhanian & Co., Chartered Accountants, BC 266, Sector I, Salt Lake City, Kolkata - 700064.
- (2) **Statutory Auditor** - Span & Associates, Chartered Accountants, 14/28, Golf Club Road, Ground Floor, Kolkata - 700 033.

It was also decided to engage Internal Auditor, Tax Consultant and Statutory Auditor for the year 2020-21.

**Agenda 5 : Revised Salary/Remuneration of different categories of staff engaged on contractual basis.**

The matter was discussed and Principal Secretary, Department of Forests asked Member Secretary, West Bengal Zoo Authority to submit the proposal to the Finance Department, Govt. of West Bengal through Forest Department, Govt. of West Bengal as the earlier remuneration rates were also fixed by the Finance Department, Govt. of West Bengal order.

**Agenda 6 : Empanelment of Architect Firms for preparation of DPRs, detailed drawing and supervision of various projects.**

The Governing Board discussed the matter and asked Member Secretary, West Bengal Zoo Authority to submit separate proposal for approval of Finance Department, Govt. of West Bengal for empanelment of Architect Firms for preparation of DPRs, detailed drawing and supervision of various projects along with terms and conditions as the works related to zoos are different from the Tourism Department, Govt. of West Bengal.

**Agenda 7 : Installation of Integrated Display Information Message Sign (IDIMS) LED Board at Zoological Garden, Alipore and Bengal Safari, Siliguri.**

The matter was discussed and the Vice Chairman of West Bengal Zoo Authority and other members were of the view that capital expenditure for this purpose should not be done .

It was suggested that appropriate space of the zoo should be given on rent on charges for installation of such LED through tender as it will add to the revenue of the zoos.

**Agenda 8 : Waiving Rent of Souvenir Shops/Canteen/Kiosk in all Zoos due to Covid-19 Pandemic.**

The Governing Board discussed the matter and agreed to waive the rent of Souvenir Shops/Canteen/Kiosks in all Zoos due to Covid-19 Pandemic from 1st March 2020 to October 2020.

**Agenda 9 : Miscellaneous Items**

**1) Requirement of Additional Land for Harinalaya (Deer) Park in New Town**

The Governing Board agreed in principle to the proposal and asked to take necessary action for procurement of additional land of the area 5017 sq. mtrs. (1.239 acres) of HIDCO, which is available in adjacent to the Harinalaya (Deer) Park, New Town and the West Bengal Zoo Authority will establish the Veterinary Hospitals, Quarantine Centres, Rescue Centres and Staff Quarters etc. at this 5017 sq. mtrs land. The matter is to be taken up by Member Secretary, West Bengal Zoo Authority through Forest Department, Govt. of West Bengal for additional land from HIDCO on the same terms and conditions as per earlier agreement.

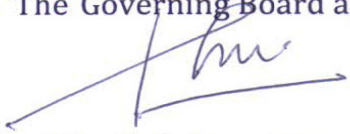
**2) Vetting Power of Executive Engineer, West Bengal Zoo Authority**


The Governing Board discussed the matter and was agreed that such vetting power of Executive Engineer, West Bengal Zoo Authority is essential for execution of works. The Governing Board decided to submit the proposal to the Finance Department, Govt. of West Bengal for necessary approval.

**3) Remuneration of Executive Engineer, West Bengal Zoo Authority**

The Governing Board discussed and approved the matter to fix the remuneration of the Executive Engineer, West Bengal Zoo Authority as per Govt. of West Bengal, Department of Forests Order No. 1667-For/FR/O/11M-1/2019 dated 30.08.2019 which has approval of the Finance Department, Govt. of West Bengal for the Gr. "A" staff, who are retired Govt. Employees will receive the remuneration as fixed by the Finance Department on the basis of last pay drawn minus pension.

- 4) Principal Chief Conservator of Forests (HoFF), West Bengal** stated that all the rescue centres and conservation breeding centres should be managed and funded by West Bengal Zoo Authority. The Governing Board approved the proposal.

  
Principal Secretary  
Department of Forests  
&  
Vice Chairman,  
West Bengal Zoo Authority

  
Member Secretary  
West Bengal Zoo Authority