

**AGENDA NOTES**

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**Minutes of the 51<sup>st</sup> Meeting of the  
Governing Board of IBPS  
held on 20<sup>th</sup> April 2005**

Minutes of the 51st Meeting of the Governing Board of IBPS held on Wednesday, the 20<sup>th</sup> April 2005 at 4.00 p.m. in the Board Room of Indian Institute of Banking & Finance (IIBF), The Arcade, Tower 4, 2<sup>nd</sup> Floor, World Trade Centre, Cuffe Parade, Mumbai

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The following members were present:

- |    |  |                  |
|----|--|------------------|
| 1. | Shri A V Sardesai<br>Executive Director<br>Reserve Bank of India<br>MUMBAI       | Member           |
| 2. | Shri O N Singh<br>Chairman & Managing Director<br>Allahabad Bank<br>KOLKATA      | Member           |
| 3. | Shri V Sridar<br>Chairman & Managing Director<br>UCO Bank<br>KOLKATA             | Member           |
| 4. | Dr. Asish Saha<br>Director<br>National Institute of Bank Management<br>PUNE      | Member           |
| 5. | Shri D P Sarda<br>Director<br>Institute of Banking Personnel Selection<br>MUMBAI | Member-Secretary |

Leave of absence was granted to the following members:

- |    |  |        |
|----|--|--------|
| 1. | Shri A K Purwar<br>Chairman<br>State Bank of India<br>MUMBAI                                   | Member |
| 2. | Shri G C Chaturvedi<br>Joint Secretary<br>Banking Division<br>Ministry of Finance<br>NEW DELHI | Member |

- |    |   |        |
|----|---|--------|
| 3. | Shri S C Gupta<br>Chairman & Managing Director<br>Indian Overseas Bank<br>CHENNAI | Member |
| 4. | Dr. A K Khandelwal<br>Chairman & Managing Director<br>Bank of Baroda<br>MUMBAI    | Member |
| 5. | Shri M B N Rao<br>Chairman & Managing Director<br>Indian Bank<br>CHENNAI          | Member |

It was decided that Shri O N Singh, Chairman & Managing Director, Allahabad Bank, may kindly preside over this meeting.

**Item No.1**

**Confirmation of the Minutes of the previous Meeting held on 19.1.2005**

**"RESOLVED**

that the Minutes of the 50th Meeting of the Governing Board recorded in the Minutes Register are hereby confirmed."

**Item No.2**

**Action taken on the Minutes of the 50<sup>th</sup> Meeting of the Governing Board of IBPS**

Decision      Noted.

**Item No.3**

**Reconstitution of the Governing Board**

**"RESOLVED**

The Governing Board recorded that elections were duly conducted from member public sector commercial banks' constituency and following 6 Chairmen & Managing Directors of the banks have been duly elected (arranged in the alphabetical order of name of the bank):

- (1) Shri O N Singh, Chairman & Managing Director, Allahabad Bank, Kolkata
- (2) Dr. A K Khandelwal, Chairman & Managing Director, Bank of Baroda, Mumbai
- (3) Shri M B N Rao, Chairman & Managing Director, Indian Bank, Chennai
- (4) Shri S C Gupta, Chairman & Managing Director, Indian Overseas Bank, Chennai
- (5) Shri A K Purwar, Chairman, State Bank of India, Mumbai
- (6) Shri V Sridar, Chairman & Managing Director, UCO Bank, Kolkata

The Governing Board also recorded that Shri G C Chaturvedi, Joint Secretary, Banking Division, New Delhi, Shri A V Sardesai, Executive Director, Reserve Bank of India, Mumbai and Dr. Asish Saha, Director, NIBM, Pune, will continue as members of the Governing Board as nominees of Ministry of Finance, RBI and NIBM respectively. Similarly, Shri D P Sarda, Director, IBPS, Mumbai will continue as Ex-officio Member and Secretary of the Board."

#### **"FURTHER RESOLVED**

that the Governing Board places on record its appreciation for the valuable contributions made by the outgoing members of the earlier Board viz. Dr. Dalbir Singh, Chairman & Managing Director, Central Bank of India, Mumbai, Shri S S Kohli, Chairman & Managing Director, Punjab National Bank, New Delhi, Shri V P Shetty, Chairman & Managing Director, Canara Bank, Bangalore, Shri Deepak S Parekh, Chairman, Housing Development Finance Corporation Ltd., Mumbai and Dr. A K Konar, Professor, Institute of Banking Personnel Selection, Mumbai."

#### **Item No.4**

#### **Election of the Chairman of the Governing Board**

Shri S C Gupta, Chairman & Managing Director, Indian Overseas Bank, Chennai was unanimously elected as Chairman of the Governing Board of IBPS.

**Item No.5****Nominations/Co-options of the Members**

The following two members have been co-opted by the Governing Board as per Rule 10(2)(g) of the Memorandum of Association and Rules of IBPS.

- (1) Shri T S Narayanasami  
Chairman & Managing Director  
Andhra Bank  
HYDERABAD
- (2) Dr. D B Phatak  
Professor  
Kanwalrekhi School of Information Technology  
Indian Institute of Technology, Powai  
MUMBAI

**Item No.6****Representative of the Faculty of Institute of Banking Personnel Selection on the Governing Board****"RESOLVED**

that Dr. M L Dutt, Professor, has been nominated as representative of the Faculty of IBPS on the Governing Board."

**Item No.7****Reconstitution of the Finance Committee of IBPS**

The Finance Committee has been reconstituted by the Governing Board and the members of the Committee are as under:

- 1) Shri A K Purwar  
Chairman  
State Bank of India  
MUMBAI

Chairman

- |    |   |                  |
|----|---|------------------|
| 2) | Shri A V Sardesai<br>Executive Director<br>Reserve Bank of India<br>MUMBAI  | Member           |
| 3) | Shri O N Singh<br>Chairman & Managing Director<br>Allahabad Bank<br>KOLKATA | Member           |
| 4) | Shri V Sridar<br>Chairman & Managing Director<br>UCO Bank<br>KOLKATA        | Member           |
| 5) | Shri D P Sarda<br>Director<br>IBPS<br>MUMBAI                                | Member-Secretary |

**Item No.8**

**Provisional Income & Expenditure Account for the Year 2004-2005**

Noted.

**Item No.9**

**"RESOLVED**

that Dr. Asish Saha, Director, National Institute of Bank Management, Pune, may be appointed as a member of the Search Committee in place of Shri V P Shetty. The Search Committee may identify at its earliest convenience a suitable person to be appointed as Director and the present Director is allowed to continue till new incumbent joins."

The meeting ended with a vote of thanks to the Chair.

Chairman  
Governing Board, IBPS



## **INSTITUTE OF BANKING PERSONNEL SELECTION**

IBPS House, Behind Thakur Polytechnic, Off Western Express Highway  
Kandivali (East), Mumbai 400 101

### *51<sup>ST</sup> GOVERNING BOARD MEETING*

### *AGENDA PAPERS*

Venue : Indian Institute of Banking & Finance (IIBF)  
Board Room, The Arcade, Tower 4  
2<sup>nd</sup> Floor, World Trade Centre,  
Cuffe Parade, Mumbai

Date : 20<sup>th</sup> April, 2005

Time : 4.00 P.M.

51st Meeting of the Governing Board of IBPS will be held on Wednesday, the 20<sup>th</sup> April 2005 at 4.00 p.m. in the Board Room of Indian Institute of Banking & Finance (IIBF), The Arcade, Tower 4, 2<sup>nd</sup> Floor, World Trade Centre, Cuffe Parade, Mumbai 400 005.

## A G E N D A   I T E M S

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**Item No.1****Confirmation of the Minutes of the previous meeting held on 19.1.2005**

A copy of the Minutes as authenticated by the Chairman of the Governing Board is enclosed for final adoption.

As such following resolution may be passed:

**"RESOLVED**

that the Minutes of the 50th Meeting of the Governing Board recorded in the Minutes Register are hereby confirmed."

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Minutes of the 50th Meeting of the Governing Board of IBPS held on Wednesday the 19th January, 2005 at 3.00 p.m. at the Conference Room (11<sup>th</sup> Floor) of Central Bank of India, Central Office, Nariman Point, Mumbai.

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The following members were present:

- |  |                  |
|--|------------------|
| 1. Dr. Dalbir Singh<br>Chairman & Managing Director<br>Central Bank of India<br>MUMBAI                                     | Chairman         |
| 2. Shri A K Purwar<br>Chairman<br>State Bank of India<br>MUMBAI  | Member           |
| 3. Dr. Asish Saha<br>Director<br>National Institute of Bank Management<br>PUNE   | Member           |
| 4. Dr. D B Phatak<br>Professor<br>Kanwalrekhi School of Information Technology<br>Indian Institute of Technology<br>MUMBAI | Member           |
| 5. Dr. A K Konar<br>Professor<br>Institute of Banking Personnel Selection<br>MUMBAI  | Member           |
| 6. Shri D P Sarda<br>Director<br>Institute of Banking Personnel Selection<br>MUMBAI  | Member-Secretary |

Leave of absence was granted to the following members:

- |   |        |
|---|--------|
| 1. Shri G C Chaturvedi<br>Joint Secretary<br>Banking Division, Ministry of Finance<br>NEW DELHI | Member |
| 2. Shri A V Sardesai<br>Executive Director<br>Reserve Bank of India<br>MUMBAI                   | Member |
| 3. Shri S S Kohli<br>Chairman & Managing Director<br>Punjab National Bank<br>NEW DELHI          | Member |

- |   |        |
|---|--------|
| 4. Shri V P Shetty<br>Chairman & Managing Director<br>Canara Bank<br>BANGALROE                | Member |
| 5. Shri S C Gupta<br>Chairman & Managing Director<br>Indian Overseas Bank<br>CHENNAI          | Member |
| 6. Shri Deepak S Parekh<br>Chairman<br>Housing Development Finance Corporation Ltd.<br>MUMBAI | Member |

Shri G C Chaturvedi, Joint Secretary, Ministry of Finance (Banking Division) has given his comments on certain items of the agenda. A copy of the comments given by him was placed before all the members attending the meeting for their consideration.

**Item No.1**

**Confirmation of the Minutes of the previous meeting held on 14.6.2004**

**"RESOLVED**

that the Minutes of the 49th Meeting of the Governing Board recorded in the Minutes Register are hereby confirmed."

**Item No.2**

**Filling in the Casual Vacancy of Shri V Leeladhar, Former Chairman & Managing Director, Union Bank of India**

**"RESOLVED**

that the Governing Board places on record its appreciation for the valuable contributions made by Shri V Leeladhar, former Chairman & Managing Director, Union Bank of India."

**"FURTHER RESOLVED**

that Shri V P Shetty, Chairman & Managing Director, Canara Bank, Bangalore, may be appointed as a member of the Search Committee to identify a suitable person to be appointed as Director to take over from Shri D P Sarda, when his term expires."

**Item No.3****Filling in the Casual Vacancy of Shri R V Shastri, Chairman & Managing Director, Canara Bank****"RESOLVED**

that the Governing Board places on record its appreciation for the valuable contributions made by Shri R V Shastri, Chairman & Managing Director, Canara Bank."

**Item No.4****Action taken on the Minutes of the 49th Meeting of the Governing Board of IBPS**

Noted.

**Item No.5****Minutes of the Meeting of the Finance Committee held on 24.12.2004**

Decision: Noted and Ratified.

**Item No.6****Review of Accounts for the Half-Year ended 30<sup>th</sup> September 2004**

Noted.

**Item No.7****Income Tax Return of the Institute for the Assessment Year 2004-2005****"RESOLVED**

that the surplus as shown in the Income & Expenditure Account of the Institute (IBPS) for the year ended 31<sup>st</sup> March 2004 as computed by the Assessing Officer as surplus for the said Assessment Year 2004-05 be accumulated and set apart towards development and spending on the objectives of the Institute as required by Section 11 and other relevant Section(s) of the Income Tax Act over the next five-year period (i.e. 1<sup>st</sup> April 2004 to 31<sup>st</sup> March 2009)".

**Item No.8****Show-Cause-Cum-Demand Notice received from Department of Central Excise for payment of Service Tax**

The item was withdrawn.

**Item No.9****Festival Advance to IBPS Employees**

After a brief discussion on the observation made by Shri G C Chaturvedi, it was decided that we may not increase the amount of festival advance and the existing facilities may continue as it is.

**Item No.10****Early Retirement Scheme (ERS)**

It was decided that the Early Retirement Scheme will no longer be kept open.

**Item No.11****Revision of IBPS Charges for Recruitment Projects of Clerical and Officers Cadre in Public Sector Banks and Member Financial Institutions**

The members discussed in detail various aspects and approved the increase in rates of charges by passing the following resolution:

**"RESOVLED**

that the proposed revision in the charges for the Recruitment of Clerical and Officers cadre in Public Sector Banks and member Financial Institutions be and is hereby approved".

**Item No.12****Budget Estimates for the Year 2005-06****"RESOLVED**

that the budget estimates of the Institute for the year 2005-06 are hereby approved."

**Item No.13****Appointment of Statutory Auditors for the Financial Year 2004-05**

The members discussed and decided that the existing Auditors may be asked to accept fees of Rs.45,000/- for the current year also. If they do not agree, the Institute may approach M/s Haribhakti & Company for appointment as Statutory Auditors for a fees of Rs.45,000/- and passed the following resolution:

**"RESOVLED**

that M/s Khimji Kunverji & Co., Chartered Accountants, be re-appointed as the Statutory Auditors of the Institute for the financial year 2004-05 at the Audit fees of Rs.45,000/- + Service Tax + Out of pocket expenses, alternatively the Institute can appoint M/s Haribhakti & Company for a fee of Rs.45,000/- + Service Tax + Out of pocket expenses."

**Item No.14****IBPS Superannuation Scheme – Approval by Income Tax Department****"RESOLVED**

that the Director is authorised to make required amendments in the existing Trust Deed and Trust Rules covering the Superannuation Scheme through a Deed of Variation so as to comply with the provisions of the Income Tax Act, 1961, and take necessary action, including engaging the services of a Tax Consultant, to get approval of the Superannuation Scheme. He is also authorised to incur necessary expenditure in this regard".

**Item No.15****Reimbursement of Hospitalisation expenses through Mediclaim Policy**

The members discussed in details and decided that the Institute may change the policy after obtaining fresh quotations from the Insurance companies to arrive at the increased amount of pension. The members were informed that in June 2004 the Institute obtained quotations and the Increase in premium amount may be about 15% of the existing premium of Rs.9,90,000/-. The members also noted that the increase in premium also will be paid from the Staff Welfare Fund and then passed the following resolution:

**"RESOLVED**

that the Director is authorised to take a Floater Medclaim Policy in lieu of the existing Medclaim Policy subject to a maximum insurance limit of Rs.2 Lakhs for the family of employees in Grades E & below and Rs.3 Lakhs for the family of employees in Grades F & above".

**Item No.16****Review of Promotion Policy and Organisational Structure of IBPS**

The members discussed at length various aspects of the report and felt that the Institute may adopt the promotion policy and designations as suggested by the Consultant and the Committee appointed by the Governing Board. However, the Institute will be required to prepare a detailed process paper on the modalities and submit the paper to the Board in its next meeting for approval. The members also felt that there should be rigour in the process of promotion and it should not be automatic. The members also decided that there is no need at present of having a Joint Director.

**Item No.17****Upgradation of Posts of Assistants to Supervisors**

It was decided that four posts of Supervisors may be created and filled from the existing staff. As the sanctioned strength of Supervisors will be increased by four, the sanctioned strength of Assistants should be reduced by four keeping the total sanctioned staff strength at the same level.

**Item No.18****Disposal of Residential Accommodation****"RESOLVED**

that the Manager Administration is authorized to sign the agreements with Shri Amarchand Agarwal for sale of the 'Pragati' building at 43, JVPD Scheme, Gulmohar Road, Andheri (West), Mumbai 400 049 for a consideration of Rs.80,45,124/- and the transfer of lease rights of the plot of land for a consideration of Rs.94,944/-."

**"FURTHER RESOLVED**

that the Interest on total consideration of Rs.81,40,068/- @ 5.5% from 17<sup>th</sup> March 2004 till the date of payment be received from Shri Amarchand Agarwal while signing the agreement."

**"FURTHER RESOLVED**

that the entire capital gain amount may be invested in capital gain bonds issued by NABARD."

**Item No.19****Modernisation of Printing Press**

The members expressed concern on the modernization of Printing Press of IBPS and suggested that the Institute should appoint a Consultant to advise on modernization of Printing Press. For this purpose, renowned printing houses may be contacted. Meanwhile, numbering machine may be purchased. Thereafter, following resolution was passed:

**"RESOLVED**

that Videojet Numbering Machine may be purchased from M/s. Control Print India Ltd. at a price of Rs.4,02,166/-. We may also continue with the present binding contractor and the Director is authorised to appoint a Consultant to advise us on Modernization of Printing Press keeping in view our requirements."

**Item No.20****Reconstitution of the Governing Board of IBPS : Schedule of Elections, Nominations, etc.****"RESOLVED**

that the schedule for election submitted for reconstituting the Governing Board of IBPS be and is hereby approved."

**"FURTHER RESOLVED**

that Shri A V Sardesai, Executive Director, Reserve Bank of India, be and is hereby appointed as Scrutineer to oversee the conduct of the election as per schedule approved."



**Item No.21****Recognition of IBPS for Ph.D. Programme in the Faculty of Management by SNTD University****"RESOLVED**

that the Director is authorized to apply and comply with necessary formalities for getting recognition of IBPS for Ph.D. Programme of SNTD University In the faculty of Management".

**Item No.22****Exterior Painting work of IBPS Building**

The members expressed that the Institute should get the painting done of both the exteriors and interiors and suggested that the Institute should obtain fresh quotations for the entire work.

**Item No.23****CAT 2003 Examination**

Noted.

The meeting ended with a vote of thanks to the Chair.

Chairman  
Governing Board, IBPS

**Item No.2****Action taken on the Minutes of the 50<sup>th</sup> Meeting of the Governing Board of IBPS**

Sr No.	Action points	Action taken
1	Revision of charges for the recruitment of Clerical and Officers cadre in Public Sector Banks and member Financial Institutions	Already informed to the Public Sector Banks and member Financial Institutions.
2	Appointment of Statutory Auditors for the Financial Year 2004-2005	M/s. Khimji Kunverji & Co., Chartered Accountants and they have been appointed as Auditors. They have already started the audit work.
3	IBPS Superannuation Scheme - Approval by Income Tax Department	The matter is being followed up with Income Tax Department through our Consultant.
4	Implementation of Floater Mediclaim Policy in lieu of the existing Mediclaim Policy	New Policy will be taken from 8 <sup>th</sup> June 2005 on expiry of the existing policy.
5	Review of Promotion Policy and Organizational Structure of IBPS	Being finalized. <del>in consultation with Employees Association.</del>
6	Upgradation of Posts of Assistants to Supervisors	Selection process by written examination, interview, etc. is being conducted.
7	Disposal of Residential Accommodation	Agreement is being finalized and will be signed after receiving payment.
8	Modernisation of Printing Press	A Consultant has been appointed for the purpose.
9	Reconstitution of the Governing Board of IBPS	A separate item is placed in today's meeting.
10	Recognition of IBPS for Ph.D Programme in the Faculty of Management by SNTD University	Already applied to the University.
11	Painting work of IBPS Building	Architect has been appointed to prepare details for internal and external painting.

**Item No.3****Reconstitution of the Governing Board**

As per Resolution Nos.50.563 and 50.564 passed in the 50th Meeting of the Governing Board, the election from the Member Public Sector Commercial Banks constituency has been duly completed.

The following six Chairmen & Managing Directors of the banks have been duly elected (arranged in the alphabetical order of name of the bank).

- (1) Shri O N Singh  
Chairman & Managing Director  
Allahabad Bank  
Kolkata
- (2) Dr. A K Khandelwal  
Chairman & Managing Director  
Bank of Baroda  
Mumbai
- (3) Shri M B N Rao  
Chairman & Managing Director  
Indian Bank  
Chennai
- (4) Shri S C Gupta  
Chairman & Managing Director  
Indian Overseas Bank  
Chennai
- (5) Shri A K Purwar  
Chairman  
State Bank of India  
MUMBAI
- (6) Shri V Sridar  
Chairman & Managing Director  
UCO Bank  
Kolkata

Submitted for information.

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**Item No.4****Election of the Chairman of the Governing Board**

The 3 years term of the present Governing Board expired on 4.4.2005. Accordingly, the Governing Board has to be reconstituted. As per Rule 10(2) (a) of the Memorandum of Association, Chairman to be elected by the Governing Board amongst the members of the Governing Board. It may be mentioned that Governor, Reserve Bank of India used to be the Chairman of the Governing Board in the past. However, at the time of 35<sup>th</sup> Meeting of the Governing Board of IBPS held on 20.12.1999, the Governor, Reserve Bank of India has relinquished the Chairmanship of the IBPS Governing Board and suggested that the Chairman should be from among the Chairmen of banks who will be able to devote more time to look after the affairs of IBPS. He suggested that the Chairmanship should rotate for a duration of two years each among north, west, south and east zones. While selecting the Chairman the care should be taken that small banks are also taken into consideration along with big banks.

The Governing Board may elect the Chairman of the Governing Board amongst its members for the next 3 years.

**Item No.5****Nominations/Co-options of the Members**

As per Rule 10(2)(g) of the Memorandum of Association and Rules of IBPS, we may co-opt not more than six members - (i) to represent financial institutions, non-member banks, academic and professional institutions, (ii) to include individuals of outstanding merit whose knowledge or experience would in the opinion of the Governing Board be useful to the Institute. In view of the above, we may co-opt upto 6 members on the Governing Board.

**Item No.6****Representative of the Faculty of Institute of Banking Personnel Selection on the Governing Board**

As per Rule 10(2)(g) of the Memorandum of Association and Rules of IBPS, one representative of the faculty of IBPS to be nominated by the Chairman of the Board. The seniority list of IBPS faculty members is given below for information of the Chairman. It was also decided that the representative of the faculty may change after every three years at the time of reconstitution of the Governing Board."

- (1) Dr. A K Konar, Professor
- (2) Dr. V V Gavraskar, Professor
- (3) Dr. M L Dutt, Professor
- (4) Prof. N V Samant, Professor
- (5) Prof. V K Chilana, Professor
- (6) Prof. S H Tailang, Associate Professor
- (7) Dr (Smt) Jaya Phadnis, Assistant Professor

At present Dr. A K Konar, Professor, IBPS has been the representative of the faculty on the Governing Board since last 3 years.

The Chairman may kindly nominate representative of the faculty of IBPS from the above mentioned names.

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**Item No.7****Reconstitution of the Finance Committee of IBPS**

The Finance Committee has been constituted by the Governing Board for studying financial matters and Annual Budget as well as other important financial matters. The Governing Board has been reconstituted after 3 years and it is necessary to reconstitute the Finance Committee. Present Finance Committee is as follows:

- |    |   |  |
|----|---|--|
| 1) | Shri A K Purwar<br>Chairman<br>State Bank of India<br>MUMBAI                      | Chairman   |
| 2) | Shri A V Sardesai<br>Executive Director<br>MUMBAI                                 | Member   |
| 3) | Shri V Leeladhar<br>Chairman & Managing Director<br>Union Bank of India<br>MUMBAI | He resigned from the Finance Committee on his appointment as Deputy Governor, RBI on 27.9.2004 |
| 4) | Shri V P Shetty<br>Chairman & Managing Director<br>Canara Bank<br>BANGALORE       | Member   |
| 5) | Shri D P Sarda<br>Director<br>IBPS<br>MUMBAI                                      | Member-Secretary   |

Governing Board may kindly reconstitute the Finance Committee.

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