

**Extract of the Minutes of the 42nd meeting of the Governing Body of the
Kerala State Centre for Advanced Printing & Training (C-apt)
(03.00 p.m. on 30th January 2024)**

Item No.GB 42/24/1

Welcome Note

The Governing Body meeting commenced at 03.00 p.m. with Dr. R Bindu, Hon'ble Minister for Higher Education as the Chairman. The Chairman welcomed the members of the meeting of the Governing Body.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/2

**Confirmation of the Minutes of 41st meeting of the
Governing Body**

The Governing Body approved the minutes of the 41st meeting of the Governing Body held on 11th January 2023.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/3

**Action taken Report of the 41st meeting of the Governing
Body**

The Governing Body approved the Action Taken Report of the 41st meeting of the Governing Body held on 11th January 2023.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/4

**Confirmation of Minutes of the 59th meeting of the
Executive Committee of C-apt – reg.**

The Governing Body confirmed the Minutes of the 59th meeting of the Executive Committee held on 30th October 2023.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/5

**Approval of Budget estimate for the financial year 2023-24
- reg.**

The Governing Body approved the Budget estimate for the financial year 2023-24 of the Centre.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/6

**Approval of Audit reports for the financial year 2020-21
and 2021-22 of C-apt - reg.**

The Governing Body approved the Audit reports for the financial year 2020-21 and 2021-22 of C-apt. The GB directed the Centre to take proper follow up action with regard to the recommendations in the Audit Report.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/7

To accord sanction for the extension of Tender Validity in connection with the Hiring of a Five Colour web offset printing machine with online variable data printing facility with barcode / QR code for printing of lottery tickets with M/s Cochin Security Press Pvt. Ltd, Kochi.

The Governing Body accorded sanction to extend the current agreement of hiring of a Five Colour web offset printing machine with online variable data printing facility with barcode / QR code for printing of lottery tickets with M/s Cochin Security Press Pvt. Ltd, Kochi for a further period of One year with the existing terms and conditions or purchase and installation of the new Colour Web Offset Printing Machine of the Centre utilizing the Funds of the lottery Department is completed, whichever is earlier.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/8

**Appointment Under Compassionate Employment Scheme
for dependent of employees who die-in-harness to Kumari.
Munnu Rose Sajan., Dependent of Late Alice Paul.V., Office
Assistant - reg**

The Governing Body examined the agenda in detail and observed that Kumari. Munnu Rose Sajan., (D/o Late Alice Paul.V, Office Assistant) is eligible for appointment under die-in-harness scheme as per the Service Rule 2.33 (iv) of the Centre. The Governing Body also examined the report received from District Collector, Kottayam in this regard and based on the report, the Governing Body approved to appoint Kumari. Munnu Rose Sajan., (D/o Late Alice Paul.V, Office Assistant) in the Centre as Office Assistant on Rs. 16500-35700 under die-in-harness scheme.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/9

**Appointment Under Compassionate Employment Scheme
for dependent of employees who die-in-harness to Kumari.
Sandhra S Panicker, Dependent of Late Manju Varghese.,
Helper – reg**

The Governing Body examined the agenda in detail and observed that Kumari. Sandhra S Panicker, (D/o Late Manju Varghese, Helper) is eligible for appointment under die-in-harness scheme as per the Service Rule 2.33 (iv) of the Centre. The Governing Body also examined the report received from District Collector, Kollam in this regard and based on the report, the Governing Body approved to appoint Kumari. Sandhra S Panicker, (D/o Late Manju Varghese, Helper) in the Centre as Helper on Rs. 16500-35700 under die-in-harness scheme.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/10

**Appointment Under Compassionate Employment Scheme
for dependent of employees who die-in-harness to Kumari.
Sree Vidhya S.L., Dependent of Late Sundara Raj. M., Work
Assistant - reg**

The Governing Body examined the agenda in detail and observed that Kumari. Sree Vidhya S L, (D/o Late Sundara Raj M., Work Assistant) is eligible for appointment under die-in-harness scheme as per the Service Rule 2.33 (iv) of the Centre. The Governing Body also examined the report received from District Collector, Kanyakumari in this regard and based on the report, the Governing Body approved to appoint Kumari. Sree Vidhya S L, (D/o Late Sundara Raj M., Work Assistant) in the Centre as Helper on Rs. 16500-35700 under die-in-harness scheme.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/11

**Appointment Under Compassionate Employment Scheme
for dependent of employees who die-in-harness to
Smt.Rejitha V.R, Dependent of Late Shajikumar R.V.,
Helper – reg**

The Governing Body examined the agenda in detail and observed that Smt. Rejitha V R, (W/o Late Shajikumar R V, Helper) is eligible for appointment under die-in-harness scheme as per the Service Rule 2.33 (iv) of the Centre. The Governing Body also examined the report received from District Collector, Thiruvananthapuram in this regard and based on the report, the Governing Body approved to appoint Smt. Rejitha V R, (W/o Late Shajikumar R V., Helper) in the Centre as Helper on Rs. 16500-35700 under die-in-harness scheme.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/12

**Decision of 59th Executive Committee for not to disburse
the pay revision arrear/pending salaries/DA arrears to the
present and retired employees until the financial position
of the Centre improves – reg**

The Governing Body discussed the matter in detail and decided to constitute a Three Member Committee to examine the issue. The Constitution of Committee is as follows:

1. Director, Technical Education Department - Chairman
2. Nominee of Higher Education Department - Member
not below the rank of Joint Secretary
3. Nominee of Finance Department - Member
not below the rank of Deputy Secretary

The Committee will examine the financial commitment for the implementation of the proposal with respect to the financial condition of the Centre and submit the report to the Governing Body for further decision.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/13

**To accord administrative sanction for the enhancement of
daily limit of Remuneration to Guest Faculty from the
existing rate of Rs.600/- per day to Rs.750/- per day**

The Governing Body accorded sanction for the enhancement of daily limit of Remuneration to Guest Faculty who are engaged in KGTE Printing Technology Courses from the existing rate of Rs.150/- per hour subject to a maximum of Rs.600/- per day to Rs.150/- per hour subject to a maximum of Rs.750/- per day.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/14

**To accord permissive sanction to explore the possibility for
acquiring premises for the Establishment of a Packaging
Unit**

The GB accorded permissive sanction to the Centre to explore the possibility of acquiring the premises owned by Kaniyapuram Coir Industries Co-operative Society Ltd. No. 46 at Kaniyapuram for the establishment of packaging Unit.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/15 **To accord sanction to release the Advocate Fees in full, in special cases of engaging Senior Advocate of the Standing Counsel for appearing before the Hon'ble Courts in rare occasions - reg**

The Governing Body accorded sanction to effect payment of the Invoice amount without ceiling limit in special cases of engaging Senior Advocate of the Standing Counsel for appearing before the Hon'ble Courts including the Supreme Court of India.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/16 **To ratify the action of the Centre in engaging M/s Ajmal Associates, Attorneys, Madurai for conducting case at District Court, Madurai and releasing the payment of Advocate Fees - reg**

The Governing Body ratified the action of the Centre in engaging M/s Ajmal Associates, Attorneys, Madurai for filing Petition and proceeding with the case at District Court Madurai against the order of MSEFC, Madurai and releasing the payment of Rs. 50,000/- as Advocate Fees as a special case, based on the prior approval of the Chairman and Hon'ble Minister for Higher Education.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/17

**Representation submitted by Sri. Asoka Kumar K, Helper,
requesting to grant medical re-imburement – reg.**

The Governing Body accorded sanction for granting the medical advance amounting to Rs. 4 lakhs, being the 80% amount of the proposed expenditure for the treatment as Interest Free loan to Sri. Asoka Kumar K, Helper on humanitarian grounds as a special case for the treatment of his illness. The Governing Body further directed to submit the final bills of the treatment after scrutiny by the Director of Health Services in the Governing Body for finalization.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/18 **Implementation of 11th Pay Revision (2021) to the
employees of the Centre**

The Governing Body discussed the matter in detail and directed the Centre to put up a detailed report with financial commitment with regard to the Implementation of 11th Pay Revision (2021) in the Centre in the next meeting of the Governing Body.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Item No.GB 42/24/19 **To consider the request of the employee holding the post
of Public Relations Officer for Promotion - req**

The Governing Body discussed the matter in detail. The Centre was directed to forward the proposal to the Government for detailed examination for inclusion of the same in the proposed Staff Pattern/Promotion Policy, which is under the consideration of the Government.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt

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Additional Item No.GB 42/24/ADL1

Disciplinary action initiated against Sri. Lukkumannual Haqueem A, Helper of the centre at the time of his deputation at KSBC, based on the decision of EC- Request for waiving the disciplinary action – reg

The Governing Body examined the Agenda in detail and directed the Centre to place the matter in the Governing Body with all relevant details.

Sd/-
Dr. R. Bindu
Chairman, C-apt

Sd/-
Dr. P. Suresh kumar
Managing Director, C-apt