



**ATC Guild (I), CATC Branch  
Bamrauli, Allahabad-211 012**

**Minutes of General Body Meeting, CATC Branch held on 27.12.2018**

The meeting started with welcome address from President. He briefed the house about agenda of the meeting and requested Branch secretary to continue the proceedings of the meeting.

The Branch Secretary read out the minutes of the last general body meeting held on 10.10.2018. He appreciated all the guild members who were part of inauguration committee of New Airport Terminal Building of Prayagraj, for their extraordinary efforts to make the events a grand success.

Following points were discussed:

1. **Financial assistance from CEC:** The house was informed about financial assistance of Rs.36000/- received from CEC for maintenance of trees for one year. An amount of Rs. 12000/- by cheque (for Aug'18 to Nov'18 @ Rs.3000/- p.m) has been paid to Sh. Banney Lal, the Mali engaged for this purpose. The remaining amount will be paid in due course.
2. **Financial approval for International ATC Day:** Approval for expenses incurred to display banners and distribute sweets on account of International ATC day for an amount of Rs. 4075/- was sought from the house and the same was approved.
3. **Familiarization Tour for Instructors:** Familiarization tour for CATC instructors started with the visit to C-ATFM and it is believed that such tour will continue in future so that all the members can improve their knowledge and skill. This was one of the pending demands of ATC Guild, CATC Branch. We thank the management for such wonderful initiative.
4. **Procurement of Chairs for Instructor:** The process has been initiated by ATM office with reference to ATC Guild letter dated 23.07.2018 and it is expected to be finalized soon.
5. **Inclusion in Housing Committee:** As per AAI/CHRM Circular no. 08/2018, the recognized associations including ATC Guild are not included in the AAI Quarter Allotment committee except AAEU. A combined letter from ATC Guild, AAOA(I) and AAI Engineers Guild has been served to Executive Director/Principal, CATC in this regard vide letter dated 15.11.2018.
6. **Filling up the vacant post (one) of Executive Council Member:** As one post of Executive council member of CATC Branch is vacant due to transfer of Sh. Upendra Prasad, Branch council in its meeting held on 05.12.2018 had authorized the Branch



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secretary to co-opt and fill the vacant post of executive council member for three months as per provisions given in constitution (**Article IV Clause F Section 4**). As this process could not be materialized due to difference in opinions in the house, it has been suggested by the President to fill the post by Election only. **Action: Br. Council**

7. **Selection of Internal Auditors to audit the Guild account:** It was informed to the house that the Guild account shall be audited once in every year as per provisions given in Constitution **Article VIII, Clause C, Section 1**. Accordingly, following members have volunteered to carry out the job which was accepted by the house:

- a. Sh. Raj Kishore Pal
- b. Sh. Promod Kumar
- c. Sh. Akram Ali

**Action: By the these members**

8. **Discrepancy in Transfer Seniority list:** One of the member informed that the Regional Seniority list in respect of CATC is published only for JGM/DGM & AM and not for others. (Ref. CHQ letter no AAI/ATM/HRD/29-23/2019 dated 07.12.2018). The house opined to get clarity on the same. **Action: Branch Secretary**

9. **Briefing about new TPM:** President informed the house regarding new Training and Procedures Manual (TPM) which is being prepared in line with new DGCA CAR on ATSTO.

As no other issue was there for discussion, the meeting ended with the vote of thanks from the chair.

Anand Upadhyaya  
President  
ATC Guild (I), CATC Branch

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