

**Nagpur Smart And Sustainable City Development Corporation Limited**

**Board Note**

Item No.1	To grant leave of absence, if any
-----------	-----------------------------------

CEO of the Company hereby welcomes all the Board of Directors of NSSCDCL to the Second Board meeting, and would like to inform that Mr. .... and Mr. ...., Directors of the Company have expressed their inability to attend the meeting due to unavoidable circumstances.

A copy of Letter of intimation regarding their inability to attend meeting received from respective directors is placed on the table be and is hereby noted. Board is requested to grant necessary leave of absence to the absentee Director(s), if any.

Board of Directors may pass the following resolution(s) with or without modification(s) as deemed fit.

**DRAFT RESOLUTION**

**“RESOLVED THAT** Leave of Absence was granted to Mr. ...., Director and Mr. ...., Director of the Company, who have expressed their inability to attend meeting due to unavoidable circumstances. Copy of Letter of intimation regarding their inability to attend meeting received from respective Director be and is hereby noted”.

## **Nagpur Smart And Sustainable City Development Corporation Limited**

### **Board Note**

Item No. 2	To confirm and approve the minutes of the meeting of the Board of Directors held on 6 <sup>th</sup> Day of August 2016.
------------	---

The First meeting of the Board of Directors of the Company was held on Friday 6th day of August, 2016 at the Registered Office of the company, the draft minutes of the same are circulated before all the directors of the Board for their confirmation. The Board is requested to consider and pass the following resolution:

#### **DRAFT RESOLUTION**

**“RESOLVED THAT** the minutes of the First meeting of the Board of Directors of the Company after incorporation which was held on Friday 6th day of August, 2016 at the registered office of the company as circulated earlier and placed before the Board be and are hereby confirmed and taken on record.”

## **Nagpur Smart And Sustainable City Development Corporation Limited**

### **Board Note**

Item No.3	To consider and finalize the Organisational Structure & Hierarchy of the SPV along with Designations, Pay Scales, Duties and Functions of the officers and servants.
-----------	--

The proposal in respect of organisational structure, hierarchy, their pay scales, roles and duties of servants is being placed before the BOD for discussion. In order to speed up the project activities and to ensure the proper implementation of terms and conditions of the guidelines issued by GOI, SPV is required to be equipped with competent manpower.

Organisational structure along with hierarchy, pay scale, roles and responsibilities of officers provides clear mandate in terms of their functions.

BOD is requested to approve the said structure and authorise CEO of the company to take all steps and to do all the required needful to get it implemented in effective and efficient manner. CEO may further be authorised to modify the said structure, if required.

BOD may pass the following resolution(s) with or without modification(s) as deemed fit.

#### **DRAFT RESOLUTION**

**“RESOLVED THAT** the organisational structure, hierarchy, pay scale, roles and responsibilities of the officers as placed before the BOD be and is hereby approved and be implemented with an immediate effect.”

**“RESOLVED FURTHER THAT** CEO of the company be and is hereby authorised to do all the required needful in order to get it implemented in an effective and efficient manner and further authorised to modify, alter the said structure if required and be put up before BOD.”

## **Nagpur Smart And Sustainable City Development Corporation Limited**

### **Board Note**

Item No.4	To discuss and finalize the proposal for appointing Project Management Unit (PMU) by following due process.
-----------	---

In Accordance to the guidelines of Smart City project, PMU is required to be set up in order to ensure effective and efficient implementation of Smart City Project.

The Roles and Responsibilities of PMU is prescribed in the guidelines, Accordingly, PMU is required to be appointed in Nagpur Smart And Sustainable City Development Corporation Limited to speed up the operations of SPV. BOD may finalize the proposal for appointing by following due procedure as prescribed.

BOD may further CEO to take all necessary steps in this regard.

BOD may pass the following resolution(s) with or without modification(s) as deemed fit.

#### **DRAFT RESOLUTION**

**"RESOLVED THAT** in order to speed up the operations of SPV and to ensure effective and efficient implementation of Smart City guidelines issued by Government of India the appointment of PMU be and is hereby approved by following due procedure as prescribed."

**"RESOLVED FURTHER THAT** CEO of the company is hereby authorized to take all necessary steps in this regard and to update BOD."

## **Nagpur Smart And Sustainable City Development Corporation Limited**

### **Board Note**

Item No.5	To consider the proposals received from Private Banks for opening Current Account.
-----------	--

The proposals received from various private banks is being place for discussion, the said banks have offered lucrative offers which BOD may consider by appraising the Terms and Conditions of the said offer given by the banks.

BOD may pass the following resolution(s) with or without modification(s) as deemed fit.

### **DRAFT RESOLUTION**

**“RESOLVED THAT** the CEO of the company is hereby authorized to appraise the terms and conditions of the said offer and further is being authorized to take appropriate steps in order to finalise the any one of the proposals offered.”

## **Nagpur Smart And Sustainable City Development Corporation Limited**

### **Board Note**

Item No.6	To consider the proposal for establishing the dedicated office of SPV.
-----------	--

In order to improve administrative quality of SPV, a dedicated office is required to be set up. Accordingly, premises for establishing the said office needs to be identified and finalized, In this regard CEO in consultation with Hon'ble Municipal Commissioner is authorized to finalise the premises to be considered for setting up the dedicated office and put up before BOD for information.

BOD may pass the following resolution(s) with or without modification(s) as deemed fit.

### **DRAFT RESOLUTION**

**"RESOLVED THAT** CEO in consultation with Hon'ble Municipal Commissioner is hereby authorized to identify, finalize and to take all necessary steps for setting up of dedicated office of SPV and to update BOD for information."

**Nagpur Smart And Sustainable City Development Corporation Limited**

**Board Note**

Item No. 7	Any other business with the permission of Chair.
------------	--