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No. F-13011/1/2014-S.A.
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution

Krishi Bhavan, New Delhi.
Dated the 1st December, 2016.

To
The Director,
National Sugar Institute,
Kalyanpur,
Kanpur - 208017.

Subject:- National Sugar Institute, Kanpur - Reconstitution of Advisory Board.

Sir,

I am directed to say that the Government of India is pleased to reconstitute as follows, the Advisory Board of the National Sugar Institute, Kanpur to advise the Institute on important matters;

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|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------------------------------------------|
| 1. | Joint Secretary (Sugar & Sugar Admn.), Ministry of Consumer Affairs, Food & Public Distribution, Department of Food and Public Distribution, Krishi Bhavan, New Delhi. | Chairman | |
| 2. | Director, Directorate of Sugar & Vegetable Oils, Ministry of Consumer Affairs, Food & Public Distribution, Department of Food and Public Distribution, Krishi Bhavan, New Delhi | Member | Official Member |
| 3. | Deputy Secretary (Sugar Administration), Ministry of Consumer Affairs, Food & Public Distribution, Department of Food and Public Distribution, Krishi Bhavan, New Delhi. | Member | Official Member |
| 4. | Professor & Head, Chemical Engineering Department, Indian Institute of Technology, GT Road, Kalyanpur, Kanpur. | Member | Representative of Academic Institution |
| 5. | Director, Indian Institute of Sugarcane Research, Lucknow. | Member | Scientific Expert |
| 6. | President or his representative, Sugar Technologists' Association of India, New Delhi. | Member | Representative of Sugar Factories |
| 7. | President or his representative, Indian Sugar Mills Association, Ansal Plaza, August Kranti Marg, New Delhi. | Member | Apex body of Sugar Industry |
| 8. | President or his representative, National Federation of Co- operative Sugar Factories Ltd., Ansal Plaza, August Kranti Marg, New Delhi. | Member | Apex body of Sugar Industry |
| 9. | President or his representative, All India Distillers Association, New Delhi. | Member | Apex body of Alcohol Industry |
| 10. | Director General, National Test House, M/o Consumer Affairs, Food & PD, Deptt. Of Consumer Affairs, Salt Lake City, Kolkata | Member | Representative from Govt./PSUs |
| 11. | Technical Advisor (Sugar), Haryana State Federation of Coop. Sugar Mills Ltd., Panchkula, Haryana. | Member | Representative from Govt./PSUs. |
| 12. | Director, U.P. Council of Sugarcane Research, Shahjahanpur, U.P. | Member | Scientific Expert |
| 13. | Director, Sugarcane Breeding Institute, Coimbatore, Tamilnadu | Member | Scientific Expert |

contd/-

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|-----|-----------------------------------------------------------------------------------------|---------------------|----------------------------------------------|
| 14. | Vice Chancellor or his representative, Harcourt Butler Technical University, Kanpur. | Member | Representative of Academic Institution |
| 15. | Director, National Sugar Institute, Kalyanpur, Kanpur-208017. | Member Secretary | |

2. Advisory Board of NSI, Kanpur would advise on important matters relating to teaching, Advisory / Extension and Research on Sugar Factory operation problems with a view to strengthen the Institute in carrying out its core activities.

3. The term of office of the Members of the Board shall be two years from the date of reconstitution of the Board, i.e. from the date of issue of this letter.

4. The travelling allowance/daily allowance of the official members of the Board will be met, as usual, from the same source from which their salaries are paid. The traveling allowance/daily allowance of the non-official members will be regulated at par with Group-A officers (Level-11) of the Government of India and paid by the National Sugar Institute, Kanpur.

5. The expenditure on this account will be met from within the sanctioned budget grant of the National Sugar Institute, Kanpur in the year in which it is incurred.

6. Other terms and conditions of the Advisory Board may be seen at Annexure-I.

Issued

Yours faithfully,

(Rakesh Kumar)

Under Secretary to the Govt. of India

Copy to :-

1. All members.
2. PS to Hon,ble Minister (CA, F&PD)
3. PS to Hon,ble MoS (CA, F&PD)
4. PPS to Secretary (F&PD)
5. PPS to AS & FA
6. PS to JS(S&SA)
7. Director (Directorate of Sugar & Vegetable Oils), Director (SDF)/Director (Finance)
8. The Chief Controller of Accounts, Department of Food and Public Distribution, New Delhi.
9. Pay & Accounts Office, NSI, Kalyanpur, Kanpur.
10. Budget Section
11. Guard File.

Annexure-I

Terms and conditions of the Advisory Board

(a) Number of Members on the Board

- (1) The official nominees to the Advisory Board will continue as ex-officio members and the non-official members will hold their office during the pleasure of the Central Government.
- (2) The Board shall consist of not more than twenty members including the Chairman and the Member-Secretary.

(b) Tenure of appointment of members:

- (1) A non-official member of the Board shall hold office for two years from the date of his appointment and shall be eligible for re-appointment.
- (2) A non-official member of Board may resign his office by letter addressed to the Secretary to the Government of India, Ministry of Consumer Affairs, Food & Public Distribution, Department of Food & Public Distribution, with a copy to the Member Secretary of the Advisory Board.

(c) Cessation of membership under certain circumstances

- (1) All non-official members will hold office during the pleasure of the Central Govt.
- (2) A member of the Board shall cease to be member if he resigns or becomes of unsound mind or becomes insolvent or is convicted of criminal offence involving moral turpitude.
- (3) Any member will be free to resign from the Board by giving a month's notice.

(d) Filling of vacancies

- (1) Any vacancy in the membership of The Board caused by any reason shall be filled by appointment by the Central Government.
- (2) A member appointed to fill a vacancy created in (1) above, shall hold office for so long as the member in whose place he fills would have been entitled to hold office if the vacancy had not occurred.

(e) Meetings

- (1) The Board may hold meetings whenever required but atleast two meetings shall be held in a year.
- (2) The Member Secretary shall, with the approval of the Chairman fix the date, time and place of every meeting of the Board.
- (3) At least 10 days' notice shall be given to members for every meeting of the Board.

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(f) **List of business**

- (1) The Member Secretary shall, with the approval of the Chairman cause to be prepared and circulated amongst the members at least 7 days before the meeting of the Board, the list of business to be considered by that meeting.
- (2) If any member desires to suggest any subject for discussion by the Board, he shall give at least 10 days' clear notice.
- (3) No business not in the list shall be considered without the approval of the Chairman.

(g) **Validation of acts and proceedings**

No act or proceedings of the Board shall be invalidated or questioned on the ground merely because of any vacancy in, or any defect in the Constitution of the Board.

(h) **Power of Board to appoint Study Groups**

The Board shall have the power to appoint such Study Groups as it thinks fit and refer to such Group specific questions for consideration. The power to invite experts in the field shall vest in the Board.
