



FORUM OF WOMEN IN PUBLIC SECTOR



(Under the aegis of SCOPE)

Ref :- WIPS/WR/REB/5 MOM Dtd. : 05.02.2015

Minutes of the 5th REB emergency meeting of WIPS held on 03.02.2015 at ONGC, Mumbai vide mail dated 02.02.2015.

Sr No	REB members were present :-	Sr No	Following members were absent :-
1	Ms. Mallika Shetty, President	1	Ms. Rupali Wadhvani, EC Member
2	Ms. kamana Sarkar, Vice President	2	Ms. Namita Dixit, EC Member
3	Ms. Varsha Raut, Secretary	3	Ms. Lakshmi N.A., EC Member
4	Ms. Vasanta Srinivas, Jt Secretary	4	Ms. Seema Muralidharan, EC Member
5	Ms. Vasanti Vaidya, EC Member	5	Ms. Vrushali L Kaulaskar, EC Member
6	Ms. Sarala D. Jadhav, Jt Treasurer	6	Ms. Vrushali Khadse, EC Member
7	Ms. Purnima Kulkarni, EC Member	7	Dr. Vijay Laxmi Dhan, EC Member
8	Ms. Sherly Philips, EC Member	8	Ms. Tajinder Mukherjee, EC Member
9	Ms. Meena V Jagtap, Sub-Committee Member	9	Dr. Bela Bhattacharya, EC Member
		10	Ms. Swati Dixit, Sub-Committee Member
	Leave of absence was granted to :-		
1	Ms. Krishna Sainanee, Treasurer		
2	Ms. Mamta R. Dingrocha, EC Member		

President, WR welcomed the members present and pledge was taken. Following points were discussed during the meeting :-

Sl No	Description of item	Action to be taken by
1	Cultural program for NM 2015 :- It was decided to arrange cultural program titled "Pashchimi Lokdhara". The event will represent different state's culture in Western Region. Ms. Sherly Philips, ONGC will be the Coordinator for the cultural program. Hiring charges for the costume will be borne by WIPS, WR.	Secretary / Sherly, EC Member
2	Designing of the stall for Western Region :- Ms Vasanta Srinivas, ECGC will be coordinator for stall designing. All members are requested to share old documents and photographs of different events taken place under the aegis of WIPS for last 25 years. Same will be used for designing a stall. Inputs from members were taken for designing a stall.	REB
3	Material required for designing a stall :- It is requested to the VP to purchase material required for designing of a stall. It is also proposed to design a stall with the badges. The sample given by Ms Asha Michigan, former President	Stall Coordinator Secretary




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	will be used for making big sized badges. Order for the badges to be placed by Ms. Varsha Raut, Secretary. Additional shelf in the stall can be placed for displaying WR trophies with the help of Exhibition Coordinator at Delhi. Extra charges for the same to be given after confirming with the exhibition coordinator.																													
4	Couriering of the newsletter :- 700 copies of Newsletters will be couriered to ECGC's Delhi office by 6 th February to enable to reach by 10 th February 2015. Address to be given to printer to courier newsletter.	VP																												
5	Distribution of newsletters :- 25 copies of the newsletters to be distributed to the CGB members. Around 650 copies of the newsletters to be distributed to the delegates at the venue.	VP Lakshmi / Anita / Namita / Sarala																												
6	Managing the stall :- It is requested to all REB members present for the meet to manage the stall on 12 th and 13 th of February, 2015. The suggested time slots and members in the team are as follows :- <table border="1"><thead><tr><th>Time</th><th>Members</th></tr></thead><tbody><tr><td>12/02/2015</td><td></td></tr><tr><td>0800-1000</td><td>Sherly, Sarala, Pooja (IOCL), Meena</td></tr><tr><td>1000-1130</td><td>Vasanta, Vasanti</td></tr><tr><td>1130-1300</td><td>Vijayalakshmi, Lakshmi</td></tr><tr><td>1300-1430</td><td>Purnima, Namita</td></tr><tr><td>1430-1600</td><td>Vrushali (MDL), Anita</td></tr><tr><td>1600-1730</td><td>Thresa (IOCL), Amrita (ONGC)</td></tr><tr><td>13/02/2015</td><td></td></tr><tr><td>0900-1000</td><td>Sherly, Sarala</td></tr><tr><td>1000-1100</td><td>Pooja (IOCL), Meena</td></tr><tr><td>1100-1200</td><td>Vasanta, Vasanti</td></tr><tr><td>1200-1300</td><td>Vijayalakshmi, Lakshmi</td></tr><tr><td>1300-1400</td><td>Purnima, Namita</td></tr></tbody></table> All members are requested to help stall Coordinator, Ms Vasanta Srinivas, ECGC for winding up also. All important documents and photographs, trophies, badges to be taken back from the stall. It can be handed over to Ms Vasanta / Ms Sherly.	Time	Members	12/02/2015		0800-1000	Sherly, Sarala, Pooja (IOCL), Meena	1000-1130	Vasanta, Vasanti	1130-1300	Vijayalakshmi, Lakshmi	1300-1430	Purnima, Namita	1430-1600	Vrushali (MDL), Anita	1600-1730	Thresa (IOCL), Amrita (ONGC)	13/02/2015		0900-1000	Sherly, Sarala	1000-1100	Pooja (IOCL), Meena	1100-1200	Vasanta, Vasanti	1200-1300	Vijayalakshmi, Lakshmi	1300-1400	Purnima, Namita	Treasurer
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7	Meeting concluded with the vote of thanks.	President																												


(Varsha S Raut)
Secretary, WR