

Proceedings of the Special Board meeting of the Cantonment Board Cannanore held on 18-12-2020 at 1530 hours through video conference.

Present Members

- |                               |                                 |
|-------------------------------|---------------------------------|
| 1. Col. Pushpendra Jhinkwan   | - President                     |
| 2. Shri. Hoshiyar Singh Meena | - CEO(Offg.) / Member Secretary |
| 3. Col. Padmanabhan (Retd.),  | - Vice President                |
| 4. Shri. Ratheesh Antony      | - Elected Member                |
| 5. Shri. Andrews. V           | - Elected Member                |
| 6. Smt. Deepa Baiju           | - Elected Member                |
| 7. Smt. Jisha Krishnan        | - Elected Member                |
| 8. Col. K.B.Jairaj            | - Nominated Military Member     |

Members Absent


- |                          |                           |
|--------------------------|---------------------------|
| 1. Lt. Col. A.K.Atre     | - SEMO, Military Hospital |
| 2. AEE (Civil),          | - AGE (I), MES            |
| 3. Dy. Collector /       | - DM Nominee.             |
| 4. Smt. Sheeba Fernandez | - Elected Member          |

**Agenda No.1 : To administer the oath to Shri.Hoshiyar Singh Meena, CEO (Offg.), Cannanore Cantonment as member of Cantonment Board.**

To administer the oath to Shri.Hoshiyar Singh Meena, CEO(Offg.), Cannanore Cantonment Board as a member of Cantonment Board, Cannanore.

**Resolution No.1 :** Before the Board meeting Shri.Hoshiyar Singh Meena, CEO(Offg.), Cannanore Cantonment Board has been administered oath of allegiance as a member of the Cannanore Cantonment Board as per provision of section 17 of Cantonment Act,2006

  
Chief Executive Officer,  
Cantonment Board, Cannanore.

  
President,  
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**Agenda No.2 : Delegation of powers under Section 277 of Cantonments Act 2006 to CEO, Cantonment Board for effective implementation of e-Chhawani portal**

DGDE vide letter No.83/62/DGDE/IT/OMCB Vol-IV dated 27-10-2020 has intimated that Multi tenancy Software Platform for Cantonment Boards is being developed on DIGIT platform in consultation with eGov Foundation. BEL has been identified as implementation partner. This will be a common platform for accessing all Citizen Centric Services being provided by various Cantt Boards i.e. payment of different taxes and charges, issuance of trade license etc.

A pilot project in this regard has been implemented in 05 Cantonment Boards i.e. Delhi, Pune; Lucknow, Secunderabad and Agra. Unified Portal, Trade License, Miscellaneous Collection (m-Collect) and Public Grievance Redressal (PGR) modules have been implemented for these Cantonment Boards. Now, it is proposed to extend these modules to all remaining Cantonment Boards in Phase-I of the project.

The e-Chhawani Portal give facilities to citizens to apply for grant of Trade licence, through the online portal. For the timely processing of trade licence on receipt of the application through online portal, it is proposed that the power to grant trade licence under Section 277 of Cantonments Act 2006, may be delegated to the Chief Executive Officer. The delegation will facilitate timely approval of applications received from citizens and robust grievance redressal.

Board to consider and decide further course of action.

**Resolution No.2 :** Board discussed the matter in detail. The member secretary presented before the Board - the process of application and grant of trade licence through e-Chhawani portal. Vice president and elected members showed contention that if a particular Trade Licence application is rejected by the CEO, and Grievance is raised by the applicant, the same shall be put before the Board for consideration. After considering all the aspects, Board considered that the delegation of power power to grant trade licence under Section 277 of Cantonments Act 2006, to the Chief Executive Officer, will facilitate the citizen to obtain Trade licence within time frame prescribed in the e-Chhawani portal.

Hence Board resolved to delegate the power to grant Trade Licence under Section 277 of Cantonments Act 2006 to the Chief Executive Officer.

Board further resolved that Public Grievance Redressal (PGR) will be as per procedure established on e-Chhawani portal. However in certain cases matter may be put up before the Board for its consideration.

Board considered and noted the report of Domain Advisory Committee (DAC) for process of standardization, gathering business requirements, and exception handling, set up vide DGDE letter No.83/62/DGDE/IT/OMCB Vol-IV dated 27-10-2020. The meetings of DAC were held on 4<sup>th</sup>, 6<sup>th</sup>, 11<sup>th</sup> and 18<sup>th</sup> of November 2020 and separate meetings of the Chairperson and few selected members of the Committee were also held on 12<sup>th</sup> and 19<sup>th</sup> November 2020. Further, Board considered and noted the Report of Domain Advisory Committee as per DGDE letter No.76/67/e-Chhawani/C/DE/2020 dated 09-12-2020 for standardization for giving the applicant a better experience of Government.

  
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**With the permission of chair, Member/Secretary presented Supplementary agendas as follows:**

**Agenda 3 : Standardisation of Trade Licence for e-Chhawani**

DGDE vide letter No.83/62/DGDE/IT/OMCB Vol-IV dated 27-10-2020 has given direction to standardise the various trades into Six categories and their sub categories

**1.Eating Establishments**

Sale of Bakery Products/  
Confectionary Articles  
Sale of Ice Creams/Kulfi/Ice fruit/Cold Drinks/Aerated Water  
Dealers and Vendors of Fruits & Veg. juice (Wholesaler  
/Retailers/Green Grocer/Fruit Sellers etc)  
Manufacturers of packaged drinking water  
Manufacturing of Ice Cream, Ice fruit/Kulfi, Bakery products/Cold Drinks/Aerated  
water, confectionery Articles/Sugarcane Juice/Namkins/  
Savories/Masals/Jaggery/Coconut powder/Oil Mill,Dal Mill, Flour Mill etc.



Cafeteria/Eating home, Food Court Boarding House  
 /Tiffin Centres/Mess/  
 Catering Service Centre  
 Bar  
 Dhaba/Tea house  
 Manufacture/Sale of Sweet/Savories  
 Restaurants/Hotels  
 Banquet Halls, Conference Halls/Function Halls/Restaurant with lodging/Service  
 Apartments  
 Hostels for Working Men/Working Women/ Students  
 Sale/Manufacturing of Tobacco products/Pan/Pan Masala  
 Kirana shop/Edible or Vegetable Oils, Pulses/Tea/Coffee/  
 condiments/Masala/Grains/Tamirind, dry chillies/Kirana items/Grocery/Wet Coconut  
 Sugar/Jaggery  
 Ration Shop  
 Sale of Milk/Milk Products (Milk, Cheese, Butter & Ghee)  
 Manufacturing of Wine/Liquor  
 Sale of Wine/Country  
 Liquor/Toddy/Beer  
 Sale of Foreign Liquor  
 Wholesale traders

## **2. Veterinary Trades & trades dealing with animal products**

Sale of egg/ Chicken/Dressed Chicken, Fish/Meat, Meat products Beef/Pork/  
 Castings  
 Dairy Farms/Poultry Farms/Pet or Dog Breeders/ Horse Breeder  
 Sale or Manufacture of Skins (Dried Or Raw), Bones/Horns/Hair/  
 Wool/Fat/Offal, Fine(Fish Meal)Sale of Tallow  
 (Animal Fat Melted ) /Tanning Processing/  
 Leather Products

## **3. Medical Establishments**

Medical Shops/Unani Medical Shop/ Medical cum General Store, Chemist,  
 Druggist/Surgical goods shops  
 Corporate Hospitals/  
 General Hospitals/Maternity Homes/Clinics/  
 Dispensaries/  
 Pathology labs/Diagnostic Centres/Radiology Centre  
 Nursing Home

## **4. Flammables**

Sale Manufacture of Fire Works (Crackers), Dynamite Blasting, Nitro Glycerine  
 /Phosphorous/  
 Sulphur/Chlorate or Potash/Rosin (Ral)/Fulminate mercury, Methylated Spirit,  
 Tarpitch Damber, Carbide of Calcium/Lime Mixture, Gun Powder Deshi/Foreign,  
 Acetylene Gas  
 Petrol/Diesel/Gas Bunks  
 Kerosene oil

## **5. Small Scale Industries/Small & Medium factories**

Manufacturing of Medicines/Surgical goods/  
Pharmaceutical items  
Manufacturing of Soaps/Soap Oil  
Manufacturing of Ink/Candle/Paper/gunny Bags/Washing Powder  
Manufacturing of Leather Goods  
Manufacturing of Brass, Aluminium, Steel, Metal or Plastic Articles  
Manufacturing of Tyres or Tubes  
Manufacturing of Cloth  
Manufacturing of Corrugated Boxes  
Manufacturing of Gold or Silver Melting  
Manufacturing of Nickel Plating  
Manufacturing of Electric or Gas Welding  
Manufacturing of Saw Mills

## **6. Other Establishment/Offices (Non eating/non medical)**

Dry Cleaning  
Laundry/Dhobi/  
Presswala  
Sale of wood/  
wooden items of furniture & Glass Items (Glass Fittings/Polishing on Glass) Plywood,  
Decolam, door, Aluminum doors, Flush doors), Building related Hardware material  
(Paints/Varnish/Turpentine/Sanitary Fittings)  
Sale of Timber/Wood/  
Sandal Wood/Furniture (Metal/Wood)  
Coal/Charcoal/  
Coke  
Sale of Coconut Fibre, Hemp, Grass, Hay Jute, Straw, Gunny bags, Cotton  
waste/brooms/bamboos, firewood, sandal dust)  
Florist  
Fertilizer Shop/Pesticide Shop  
Notified Custom goods/Gifts & Novelties/Optical Shops & goods/Soaps and washing  
powder  
Hair Cutting Saloon, Beauty Parlours, Gym, Spa, Massage Centres/Slimming Obesity  
Centre/Health Resorts/Cosmetic Treatment Clinics  
Barber  
Sale of Electrical fittings and Accessories, Radio/Television/  
Wireless, Gramophone records/Audio or Video Cassettes or CDs/DVDs, Mobile  
Phones/Computer/  
Computer peripheral, Accessories of Automobile Fittings, Musical Instruments/Music  
Shops, Watches and time pieces  
Sale of Cement, Steel/Iron Sheet/Zinc Sheet/Fibre Sheet, Asbestos sheet, Granite or  
Marble, Building Materials like Sand, Bricks/  
Cement Bricks, Shabhad or other Stones, Iron or Metal Scrap or Second Hand  
Articles.  
Sale of Clothes / Ready made Garments, Sale of Hoisery Goods/Saris/  
Tailoring material

Dyeing Cloth/Yarn Foot Wear  
Zari Items, Sales of Gold/Silver/Pearls/  
Gems/Artificial Jewellery. Sale of Diamonds  
Architects and Builders, Share Brokers and Stock Exchange, Advertisement Agency,  
Money Lenders/Money Exchange/Chit Funds, Private Cooperative Banks,  
Engineering or Law Practitioners, Auto Consultations, Placement Services, Film  
Acting Institutions or any other office  
Banks/ATM  
Sale of Sports Goods, Toys, Gym Material  
Sale of Aluminium or Brass or other Metal articles, Stainless Steel Items/Crockery,  
Artificial Plants, Plastic Goods  
Sale of Stationary Items/Magazine/Newspapers/Books/  
Greeting Cards, Art Goods/Wall Screening paper/Computer Service Centre/Computer  
Stationery  
Electronics/Electrical Mobile/Camera/  
Watch/Radio/TV/  
Inverter/ UPS Repairing  
Water Motor repairing  
Sale of Accessories of Automobile Fittings, Cycles/Cycle Accessories/Tyres  
/Tubes, Automobile Shops  
Photo Studio/Photo Colours/Lab/Videographics, Video Grapher, Courier Service,  
Type Writing Institute, Xerox, Computer/DTP Centre, Lamination and Screen  
printing, Battery Charging, Vulcanizing, Telephone Booths  
Computer Institutes and Coaching Centre  
Schools  
Film Studio, Recording Theatres/Dubbing Theatres, Premises using for Shooting  
Purpose, Cinema/ Autography Films  
Sale of Industrial Equipments, Safety Equipments, Machinery of all kinds  
Commercial Guest Houses, lodging without Restaurants, Dormitory  
Malls  
Mega Malls  
Software Companies  
Exhibition Halls/Showrooms  
Cinema Halls  
Temporary Entertainment Places, Snooker or Billiards Rooms, Fun Zones  
Tailor Shop, Handloom Works, Carpenter Shop/Cane Maker, Earthen pots,  
Gold Smith/Silver Smith  
Black Smith/Knife Sharpening  
Painter  
Block Maker  
COBBLER  
Cycle Stand/Cycles on Hire/Speakers on hire/lights on hire/Tents on hire  
Tent House  
Plant Nursery Flower Decoration shop, Car decoration shop  
Motor Servicing /repairs of 4 or above wheelers/Workshops/Factories/Lathe  
Machines/Buffering machines/ Ivory Works, Iron Foundry/Casting of Metal, Printing  
Press, Bail Press, Paper Cutting and Packing, Perfumery Works  
Repairs of 2 Wheelers  
Transport companies/ Packers and Movers/All kind of Godown/  
Distributors

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Satelite Channel Operators/Internet Connection provider  
Weight Bridge  
Swimming Pools  
Internet Café

Presently the trade licence fee for all the trades in Cannanore Cantonment Area is Rs.300/- (Flat rate).

Board to consider and decide regarding the standardization of trades into above mentioned 6 categories and their sub-categories.

**Resolution 3:** Board considered and resolved to standardize the trades in Cannanore Cantonment Area into 6 categories and their sub-categories as mentioned in the agenda point. Board further decided, not to amend the present Trade Licence fee and hence the Trade Licence fee for all the trades mentioned in the 6 Categories is fixed as Rs.300/- (Flat rate) for grant of Trade Licence to each trade mentioned in the 6 Categories. The fess for the application of trade licence will be Rs.100/- per application (exiting rate).

  
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**Agenda No.4 :Payment of Honorarium and Allowances to Board members**

Vice President and Elected members raised concern regarding the non-payment of conveyance allowance to elected members who have attended the Board meetings via Video Conference. Due to Covid-19 pandemic, the Board has been conducting its meeting through Video Conferencing. Vice President on behalf of all elected members stated that conveyance allowance should be given to all elected members who have attended the meeting through Video Conference.

**Resolution 4:** Member Secretary assured that the matter will be considered with priority and will be resolved at the earliest considering the rules mentioned in the Cantonments (Payment of Allowance to Vice President and Elected Members), Rule, 2011

  
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