

Copy of Minutes of the Ordinary Ordinary meeting of the Cantonment Board Cannanore held on 05-02-2021 at 1100 hours in the conference hall of the Cantonment Board Cannanore.

Present Members

- |                             |                             |
|-----------------------------|-----------------------------|
| 1. Col.Pushpendra Jhinkwan  | - President                 |
| 2. Col.Padmanabhan (Retd.), | - Vice President            |
| 3. Ms.Mounica Devagudi      | - CEO / Member Secretary    |
| 4. Col.Gautam Ranpal Pariat | - Nominated Military Member |
| 5. Lt. Col. A.K.Atre        | - SEMO, Military Hospital   |
| 6. Shri. Ratheesh Antony    | - Elected Member            |
| 7. Shri. Andrews. V         | - Elected Member            |
| 8. Smt. Sheeba Fernandez    | - Elected Member            |
| 9. Smt. Deepa Baiju         | - Elected Member            |
| 10. Smt. Jisha Krishnan     | - Elected Member            |

Members Absent

1. AEE (Civil), AGE (I), MES
2. Dy. Collector / DM Nominee

**Agenda No.1 : To administer the oath to Col. Gautam Ranpat Pariat as nominated member of Cantonment Board.**

To administer the oath to Col.Gautam Ranpal Pariat, as Military Nominated member of Cantonment Board, Cannanore as per section 17 of Cantonment Act,2006.

**Resolution No.1 :** Before the Board meeting Col.Gautam Ranpat Pariat, has been administered oath of allegiance as a member of the Cannanore Cantonment Board as per provision of section 17 of Cantonment Act, 2006.

**Agenda No. 2 . Circular Agenda**

Board to consider and note the Circular Agendas approved by the board.

**Resolution No. 2 :** Board considered and noted the below mentioned Agenda by circulation

**1.Circular Agenda dated 23-10-2020:**

(i) Regularization of Unauthorized construction of G+2 building at Holy Trinity Cathedral, Compound as per section 24/(1) : Board considered and approved to regularize the unauthorized construction of of G+2 building at Holy Trinity Cathedral compound in GLR.Sy.No. 17-43 on payment of Rs.3,28,274/- to Cannanore Cantonment Board, as composition fee as per proviso to Section 248 of Cantonments Act 2006. Board instructed the CEO/ member secretary to intimate the same to Holy Trinity Cathedral, Burnacherry and take necessary action to regularize the building after levying compounding fee.

**2.Circular Agenda dated 09-11-2020:**

(a) Approval for the work of repair of earthen path in Sy.No.41, Class C land near Cantonment Pump House : Board considered the necessity to repair the natural earthen path which comes in Sy.No.41, Class C land described as "Cantonment Rubbish trenching ground" in RB 5.0 GLR near Cantonment Pump house with earth, construction demolition waste, broken stones. Board approved an estimates of Rs.21,100/- for the said work.

(b) Auction of various Scrap item collected by Door to Door Garbage collectors  
Board considered and resolved to conduct public auction for the sale of Scrap items stored in Material Recovery Facility.

**3.Circular Agenda dated 25-11-2020**

(a) Military Consevancy Agreement 2021-2022

Board considered and approved the Military Conservancy Agreement 2021-2022 for an amount of Rs.1,89,75,221/-.

**4.Circular Agenda dated 20-01-2021**

(a) Re-appropriation of funds as per CBAR 2020.

Considered and approved the Re-appropriation of Rs.40000/- in the Cantonment fund budget estimates for the period 2020-21 from the head 110-2229(Rent rates and taxes) to 110-2216(Electricity expenses).

**Agenda No. 3 . Birth and Death Report :**

To consider the Birth & Death Report for the month of September, October, November, December 2020 and January 2021. Relevant reports are placed on the table.

Month	Birth		Death	
September 2020	Male	Female	Male	Female
	141	128	26	12

Month	Birth		Death	
October 2020	Male	Female	Male	Female
	129	124	32	17

Month	Birth		Death	
November 2020	Male	Female	Male	Female
	26	30	16	6

Month	Birth		Death	
December 2020	Male	Female	Male	Female
	225	190	26	14

Month	Birth		Death	
January 2021	Male	Female	Male	Female
	86	66	17	13

**Resolution No.3 :** The number of births and deaths for the Months of September 2020 to January 2021 was considered and noted by the Board.

**Agenda No.4 . Monthly Statement of Accounts:**

To consider and pass the monthly statement of receipts and expenditure for the months of September 2020 to January 2021. The relevant statements are placed on the table.

**September 2020**

Opening Balance : Rs. 28,84,345.59      Expenditure : Rs.35,90,852/-  
 Receipt : Rs. 89,91,971/-      Closing balance :Rs.82,85,464.59/-

**October 2020**

Opening Balance: Rs. 82,85,464.59/-      Expenditure:Rs.38,06,192/-  
 Receipt :Rs. 13,02,119/-      Closing Balance:Rs.57,81,391.59/-

**November 2020**

Opening Balance :Rs. 57,81,391.59/-      Expenditure:Rs.63,40,098/-  
 Receipt :Rs. 34,75,241/-      Closing Balance:Rs.29,16,534.59/-

**December 2020**

Opening Balance: Rs. 29,16,534.59/-      Expenditure: Rs.15,04,402/-  
 Receipt :Rs. 394578/-      Closing Balance: Rs.18,06,710.59/-

**January 2021**

Opening Balance: Rs. 18,06,710.59/-      Expenditure: Rs.24,96,024/-  
 Receipt :Rs.29,60,350/-      Closing Balance:Rs.22,71,036.59/-

**Resolution No.4 :** Board considered the receipts and expenditure and approved the monthly statement for the month of September 2020 to January 2021. Board sanctioned the expenditure as per section 127 of Cantonments Act 2006 and noted as per section 128 of Cantonments Act 2006.



**Agenda No. 5: : Refund of EMD**

The Secretary, Kannur district bus Operators Association submitted an application to refund the EMD of Cantonment Board Shop auction. As per CBR No.11 dated 24-06-2019 Cannanore Cantonment Board approved the e auction for 36 shops and the applicant is the successful bidder of Room No.13 . But due to litigation Board was not able to allot the shops to the highest bidders till date. Hence the applicant intimate the unwillingness to execute the agreement and refund the EMD.

Board to consider and decide further course of action.

**Resolution No.5 :** Board considered the request of The Secretary, Kannur district bus Operators Association. Board unanimously advised to discuss the issue with the The Secretary, Kannur district bus Operators Association and wait till the final verdict of the Hon'ble High court of Kerala is received regarding the eviction of unauthorized occupant of Shop No.13.

**Agenda No. 6: Grant of time bound higher grade to entitled employees:**

To consider the grant of time bound higher grade scale of pay to entitled Cantonment Fund Servants who have completed 8/15/22/27 years of service in accordance with State Govt. of Kerala Government Order No. G.O.(P) (P) No.7/2016/Fin. dated 20-01-2016 as detailed below:

A copy of State Govt. Order and list of employees who are eligible for time bound higher grade promotion are placed on the table.

Sl No	Name & Designation	Date from which higher grade is admissible	Existing scale of pay	Higher grade scale of pay
1.	Shri.C.Krishnan, Safaiwala	23-12-2018	Rs.16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700	Rs.17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500
2.	Shri.Babu.M, Safaiwala	23-12-2018	Rs.16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700	Rs.17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500
3.	Shri.Arundas.C.K., Safaiwala	27-12-2018	Rs.16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700	Rs.17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500
4	Shri.N.Gopalan, Safaiwala (H.G.1 <sup>st</sup> )	11-03-2020	Rs.17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500	Rs.17500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-39500
5.	Shri.Shyju.K, Safaiwala (H.G. 1 <sup>st</sup> )	02-07-2020	Rs.17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500	Rs.17500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-39500
6	Shri.Sanjay.P, Mali (H.G. 1 <sup>st</sup> )	02-07-2020	Rs.17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500	Rs.17500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-39500
7	Smt.Jamila.K, Office Peon (H.G. 3 <sup>rd</sup> )	13-12-2018	Rs.18000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-41500	Rs.20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-45800

**Resolution No.6 :** Board unanimously considered and approved the proposal of the grant of time bound higher grade scale of pay to entitled Cantonment Fund Servants who have completed 8/15/22/27 years of service in accordance with State Govt. of Kerala Government Order No. G.O.(P) (P) No.7/2016/Fin. dated 20-01-2016 as mentioned in the agenda. The proposals shall be forwarded to PDDE, SC for approval.



**Agenda No.07 :Allotment of completion certificate and building number to PWD Rest House**

Based on the request vide: letter No. D1/5195/2015 dated 20.11.2020 from The Assistant Engineer, PWD buildings, building number for the PWD resthouse building is sought for.

Vide: Building sanction letter no. 2013/B/A/PWD Resthouse/2013 dated 07.02.2014 and CBR No. 15 dated 07.02.2014, the sanction was granted in respect of Building application dated 10.07.2013. The construction of the work was done by the PWD buildings section up to the structural level by 27.04.2018 without paying the sanction fees and applying for CRZ clearance. A complaint was received from Raghunathan KP, Quintessance, Wellesley Road, Kannur 670013 dated 08.04.2018 that the construction is violating Cantt and CRZ rules. A show-cause notice along with orders to stop construction was issued to the Assistant Executive Engineer, PWD Buildings Sub-Division, Kannur vide: this Office letter No. 2499/B/A/PWD\_Rest House/2013 dated 27.04.2018. The Assistant Executive Engineer, PWD buildings vide: letter No. D2-/912/13/Rest House/ Dated 27.04.2018 replied stating that the demolition of the existing old rest-house got delayed and work could be started only in January 2017. He further stated that there is acute deficiency of government rest places in Kannur and no other government lands satisfy the floor area requirements and since being a government funded work in public interest requested that the work may be regulated and the work permitted to carry out. Further legal advise was sought from the the legal advisor of Cantonment, Mr. Phalgunan. He replied vide: letter No. Nil dated 11.05.2018 stating to verify whether the Govt buildings 1899 Act is applicable in Cantonment area and said that in case of govt. buildings intimation is only required for commencing construction. The building comes under purview of govt. Buildings act 1899 mentioned under Section 358 of Cantonments Act, 2006. Further, vide: legal opinion dated 26.05.2018, he further clarified that under Section 4 of the Govt buildings Act 1899, which is still in force, Cantt Board can submit their objections/ suggestions to the State Govt. and state Govt. shall consider the same and pass appropriate orders. Further vide CBR No. 4 dated 22.06.2018, the matter was resolved by the Board to be send for CRZ clearance. Vide: this letter No. 2499/B/A/PWD\_Rest House/2013 dated 25.07.2018, the application was sent to CRZ for clearance. Vide: letter No. 2423/A2/2018/KCZMA dated 22.09.2018, The Member Secretary, KCZMA, asked the CEO to furnish a report regarding illegal construction of resthouse. Vide: letter No. 3388/A2/2018/KCZMA dated 05.11.2018 from KCZMA, further documents were sought. Vide letter no. D3/5195/2015 dated 16.01.2019, the AE, PWD buildings submitted the completion plan for grant of building number. Vide this Office letter No. 2499/B/A/PWD\_Rest house/2013 dated 13.03.2019, it was intimated from this Office that the completion certificate can be issued only after CRZ clearance is received. The documents sought vide: KCZMA letter dated 05.11.2018 and 22.09.2018 were submitted by the AE, PWD buildings D3/5195/2015 vide: letter No. 03.09.2019. Vide: this Office letter No. 499/B/A/PWD\_Rest House/2013 dated 26.10.2019, the documents were forwarded to the KCZMA in reply to letters dated 22.09.2018 and 05.11.2018. Further CRZ clearance was received vide: KCZMA letter No. 3388/A2/2018/KCZMA dated 06.11.2020 and conveyed to this Office vide: letter No. D1/5195/2015 dated 20.11.2020 from The AE, PWD buildings and building number for the building is sought for.

Board to consider and decide.

**Resolution No.7:** Considered and approved issue of completion certificate to PWD rest house since they have obtained CRZ clearance from KCZMA authorities. Building number 17 shall be allotted to the PWD rest house building. The Property tax is assessed as per Cantonments Act 2006 as below.

The estimated cost of the building for all structural work is Rs. 2,67,39,881.35 according to detailed estimate submitted by the PWD buildings section. The cost of land occupied is Rs. 22,67,600 according to STR 2019-2021. The cost of land and building is Rs. 2,89,67,481. The ARV which is 1/20 th of the cost of land and building works out to Rs. 14,48,374. The tax per annum for govt buildings in Cantt area which is 9 percent of the cost of land and building is Rs.1,30,354/- from the Financial year 2020-2021. The tax shall be revised in triennial assessments. Board unanimously resolved the above.



**Agenda No.08 In-principle permission to construction of Ayush Kendra in Sy No. 29-1 and 29-1A, C Class land by The PWD buildings division through MLALADS funds**

The Public Works Department, Govt of Kerala vide: letter No. 03/AE Spl/Ayush/2020 dated 27.05.2020 intimated this office that as per the order of District Collector No.R.D4/377/2019 dated 31-12-2019, Administrative Sanction has been accorded to the purpose of Construction of Cantonment Aurveda Yoga Centre in Cantonment Area. For execution of the work, PWD Department has been granted administrative approval for Rs.25 lakhs by District Collector Kannur under the Constituency Asset Development Fund (2018-19) of MLA Shri.Kadannappally Ramachandran. Hence Assistant Engineer, PWD Department, Kannur has requested the Location Plan and Land availability. The Assistant Engineer, PWD Special Building Section, Kannur has also prepared the plan for the same which is attached with their letter. In the order of District Collector, PWD Department is directed to obtain technical sanction and permission from concerned Departments for the execution of the work. Hence Assistant Engineer, PWD Department, Kannur has requested the Location Plan and Land availability. The PWD Department will be able to start the work only after obtaining working permission from Cannanore Cantonment Board.

The Board has to obtain In-principle permission from the Principal Director, Defence Estates, Southern Command Pune for giving permission for the work of construction of Cantonment Ayurveda Yoga Centre to PWD Department. The work will be executed by PWD Department using the fund allotted by District Collector Kannur under the Constituency Asset Development Fund (2018-19) of MLA Shri.Kadannappally Ramachandran and will not be done through Cantonment Fund Account or Cantonment Development Funds.

The existing GLR entries of the Sy No. 29-1 and 29-1A are as follows:

GLR Survey No/Mutation ID-29-1/3 existing entries		
Survey No.	(1)	29-1
Volume & Page of Register	(2)	01/98
Details & Date of Mutation	(3)	Out of this Sy. No. an area measuring 0.583 acres has been withdrawn from the management of Cantonment Board and placed under the management of DEO for transferring to DAD under rule 13 of ACR 1944 subject to payment of Rs. 24,168/- by DAD to Cantt Board on account of assets standing on the land for construction of residential accommodation for staff of PAO (OR) Cannanore and merged in Sy. No. 29-3 (Page 19, 58 & 60 of File o/161/MC) 01/05/1999
Subsidiary Survey No. and its Volume and Page No.	(4)	29-3 Volume II of page 146
Area	(5)	0.038 Ac
Description	(6)	Cantt Park & Radio room
Class	(7)	C
By whom managed	(8)	Cantt Board
Land lord	(9)	Cantonment Board
Holder of Occupancy Rights	(10)	Cantonment Board
Nature of Holder Rights with Description	(11)	Vested
Rent payable per annum to Central Govt.	(12)	
Rent payable per annum to Cantonment Board	(13)	
Date of Expiry of lease	(14)	
Remarks	(15)	Corresponding T.S. No. 766 part



GLR Survey No/Mutation ID-29-1/3 existing entries		
Survey No.	(1)	29-1A
Volume & Page of Register	(2)	02/130
Details & Date of Mutation	(3)	An area measuring 3000 sq.ft (0.069 acres) out of S. No. 29-1 has been transferred to this S. No. for Cantonment Board vide: GOI, MOD letter No. 14/48/L/L & C/67/9899/ D (Lands) Dt. 01.11.1968, 30/11/1999
Subsidiary Survey No. and its Volume and Page No.	(4)	--
Area	(5)	0.069 Ac
Description	(6)	C B Market
Class	(7)	C
By whom managed	(8)	Cantt Board
Land lord	(9)	Cantonment Board
Holder of Occupancy Rights	(10)	Cantonment Board
Nature of Holder Rights with Description	(11)	Vested
Rent payable per annum to Central Govt.	(12)	
Rent payable per annum to Cantonment Board	(13)	
Date of Expiry of lease	(14)	Perpetual
Remarks	(15)	

Board to consider and decide further course of action.

**Resolution No.8 :** Board considered the proposal for construction of Ayush Kendra in Sy.No.29-1 and opined that in Board could give NOC to PWD Department for construction after obtaining In-principle permission from the Principal Director, Defence Estates, Southern Command Pune. The land will not be transferred to PWD Department, Govt. of Kerala. Only NOC for the same could be issued for the said work and PWD Department or Govt. of Kerala will not have any right on the land during work or after the completion of work. The Board also resolved that the said building should be handed over to Cantonment Board after completion and the same should be taken in Cantonment Board immovable property register. The Board resolved that a proposal regarding 'in-principle' permission and request for change of purchase may be sent to the competent authority for approval for sanction of NOC by Board.

**Agenda No.09: Unauthorised construction in H No. 29A, RS No. 743 part, GLR SY No. 1, B2 land outside notified civil area.**

A site inspection was conducted by the Overseer Cum Draftsman on 25.01.2021, 11:30 a.m. in the presence of the owner of the property, Shri. Pulikotttil Santhosh Varghese, and accompanied by Shri. Rahul Raj, a contractual daily wages conservancy staff, it was found that some repairs/construction activities has taken place to GF + FF building No. 29-A on RS No. 743, GLR Sy. No. 1. The inspection was carried in pursuant to inspection carried on 23.01.2021, the building was not open for internal inspection on previous inspection.

The construction of the building was earlier sanctioned and deviations from sanctioned plan were compounded vide: CBR no. 12 dated 08.01.1991 and GOC-in-C letter No. 17603/DE dated 18.04.1991. The description of the works carried out to the building which come under purview of repairs to building Government of India, guidelines No. 2(2)/2018-D(Q&C) dated 10.12.2019 and which are unauthorized are listed as hereunder:-

**1. Repairs to building as per repairs to buildings guidelines No. No. 2(2)/2018-D(Q&C) dated 10.12.2019:**

Plastering and repairs to existing walls, Re-flooring to Ground floor and First Floor, construction of internal partition walls which does not involve sub-division of property, repairing



of staircase, replacing of windows and doors, Repairing of staircase, recasting of existing First Floor RCC roof of building, repairing or renewing existing plumbing, sanitary and other utility services

2. **Unauthorised constructions from compounded plan vide: CBR no. 12 dated 08.01.1991 and GOC-in-C letter No. 17603/DE dated 18.04.1991:**

**Ground floor:** Construction of toilet of 6.04 m<sup>2</sup> with Laterite Masonry and RCC slab on ground floor at rear end. Galvalume roofing + false ceiling area of 15.82 m<sup>2</sup> enclosed with part walls and iron grills- 21.86 m<sup>2</sup> total

**First Floor:** A Bedroom with attached toilet on First Floor terrace with Laterite masonry and RCC slab of area 18.62 m<sup>2</sup>

3. **FSI violations:**

The permissible FSI outside Civil Area is 0.50. The unauthorized constructions amount to an area of 40.48 m<sup>2</sup> from compounded plan vide: CBR No. 12 dated 08.01.1991. The FSI worked out is  $(40.48 \div 121.18) \text{m}^2 / 242.81 \text{m}^2$  (6 cents) = 0.6656 which is more than permissible FSI of 0.50.

Board to consider and decide further course of action.

4. **CRZ clearance required:**

As the building site comes within CRZ II zone and there is increase in plinth area of the building, the matter has to be regularized by competent CRZ authority.

**Resolution No. 09:** Board found that the Shri. Pulikatil Santhosh Varghese, H No. 29A has made construction in his premises without obtaining sanction from the Board. Hence, Board resolved to issue notice under Section 248 of the Cantonments Act, 2006 giving 30 days of time, failing which further notice under Section 320 of the Cantonments Act, 2006 be issued by giving 10 days time. Board unanimously resolved that CEO should initiate further action.

**Agenda No. 10: Payment of bills:**

Board has incurred the expenditure towards the various public works and procurement of items for public utility. The details of the expenditure are put before the Board for approval of the same.

Sl. No.	Name of Firm	Bill No. & date	Amount Rs.	Details of purchase
1	M/S Global Associates	1) 27 dt. 27-09-2020 2) 26 dt. 17-09-2020	24000/- 24000/-	Purchase of Street light set.
2	M/s Brilliant Trading Agency, Kannur	1) 60073 dt. 25-09-2020 2) 53456 dt. 26-6-2020 3). 59214 dt. 15-9-2020	12600/- 8407/- 15340/-	Purchase of LED street light
3.	Shri.Kishore Kumar.T,	1) 158 dt. 18-08-2020 2) 147 dt. 6-8-2020 3) 81 dt 21-08-2020	9500/- 35000/- 47000/-	labour charges for trees cutting
4.	CT& T Calicut Tours & Travels	1) 865 dt 06-07-2020 2) 1739 dt. 10-08-2020 3) 1738 dt. 10-08-2020 —	12600/- 24150 12600/-	supply of crane service for cutting and shifting up rooted teak trees from the top of the transformer, electric lines and lifting garbage vehicle
5.	Shri.Sushil Jose	Bill No. Nil dated 6-2-2020	40900/-	charges of electrical and plumbing connection at bus stand bathroom and repair work at bus stand toilet pipe line
6	The PA Stores	1) 136 dt. 10-6-2020 2) 138 dt. 22-6-2020 3) 137 dt.2-7-2020 4) 139 dt.15-7-2020 5) 140 dt.11-7-2020 6) 143 dt 13-8-2020 7) 145 dt. 17-8-2020 8) 146 dt. 9-9-2020 9) 147 dt. 18-9-2020 10) 148 dt. 29-5-2020	2618/- 1178/- 1350/- 6691/- 3582/- 2580/- 1668/- 2565/- 4383/- 1881/-	Purchase of Misc.items for office purpose & conservancy purpose
7	M/S Janatha Steels	1) 172 dt. 13-6-2020 2) 595 dt. dt. 14-08-2020	238/- 677/-	Towards decorative items.



8.	T.P.Surendran	1)Bill No.Nil dt29/09/20	3225/-	Cloth Banner-2
9.	Graphics Visual Media and Car Hiring service	Bill dated 30-01-2020	Rs.40000/-	Hiring of staff Car

Board to consider and decide.

**Resolution No.10 :** Board considered and approved the payment of bills pertaining to the expenditure incurred towards the various public works and procurement of items for public utility as mentioned in the agenda.

**Agenda No. 11: Repairs/ replacement of LED streetlights in Cantonment area**

The LED Streetlight sets in Cantonment area have to be repaired/replaced. A bulk procurement of 50 Nos. of 30 W LED Streetlight bulbs, 70-140 lumens/watt output and PF>0.9, Frequency 50Hz with B22 pendent holders have to be procured from GeM. The Fibre/PVC body shades have to be procured from the local market. The LED Street lights are frequently damaged due to the fluctuations in the Electricity mainly during rainy season. In each case the damaged lights are removed and sent for repair which will take few day time. Due to non availability of spare parts the complaints regarding street lights could not be solved in time. Hence it is required to procure 40 Nos of spare LED light. The street light technicians have to be engaged from local market. The cost of the repairs is as follows:-

Sl.No	Name of Item	Procured from	Cost
1	30 W LED Bulb	GeM	24950/-
2	30 W Street Lights and fittings	Gem	200000/-
3	B 22 pendent holder	GeM	2500/-
4	Fibre/PVC Shade	Local Market	2500/-
5	Labour Charges	Local Market	10000/-
<b>Total</b>			<b>2,39,950/-</b>

Board to consider and decide.

**Resolution No.11 :** Board Considered and approved to procure LED Street lights and spare parts as below.

Sl.No	Name of Item	Procured from	Cost
1	30 W LED Bulb	GeM	24950/-
2	30 W Street Lights and fittings	Gem	200000/-
3	B 22 pendent holder	GeM	2500/-
4	Fibre/PVC Shade	Local Market	2500/-
5	Labour Charges	Local Market	10000/-
<b>Total</b>			<b>2,39,950/-</b>

The Board resolved that purchases should be made from GeM wherever available.

**Agenda No. 12 Procurement of Staff Car**

The Cannnanore Cantonment Board- Staff Car (Ambassador Car KL 13 X 648) has become non functional and the Brakes were not working since June 2018 and was in an unserviceable condition due to non availability of spare parts and since Hindustan motors has stopped the production of the car. The staff car was purchased on 15-09-2011. The vehicle has covered **50108 Km till date**. The vehicle has incurred an expenditure of **Rs.1,07,325/-** towards various repair to the vehicle till date.

The request was forwarded to the Assistant Executive Engineer, PWD, Kannur for the grant of "Beyond Economical Repair" (BER) certificate vide this office letter No.IX/4/MISC 2019 dated 31-01-2020. The Assistant Executive Engineer inspected the staff car on 12-02-2020 and has forwarded the report, that it is uneconomical to repair the Staff Car. As per the report of the Executive Engineer, PWD Mechanical Division, Kozhikode, Govt. of Kerala the estimated cost of repair comes to Rs.1,14,000/- approximately. A copy of BER certificate is put on the table.



Since June 2018 this office has hired car for the official purpose as per the CBR No.26 dated 22-06-2018 at the rate of Rs.48000/- + GST per month. The total expenditure toward hiring of Staff car till date is Rs.13,80,349/-

In the view of the above, a new staff car was proposed in the budget and the same was approved for the **replacement of the Ambassador Car KL 13 X 648**. The details of budget head approved by GoC-in-C are as below.

Budget Head	Amount sanctioned in Revised Budget Estimates 2020-21	Explanatory Remarks
110 4169	Rs.13,40,000/	The amount is inclusive of Rs.12,00,000/- of staff car and Rs.1,40,000/- for e-Auto

All the documents are put up on the table for consideration. Board to consider and decide further course of action.

**Resolution No.12 :** Board discussed the matter in detail. Board found that hiring staff car led to increased financial burden and hence decided to procure Staff car (as a replacement of Ambassador) on immediate basis, especially since the budgetary sanction from GoC-in-C has been received and it will lapse in March 2021.

Board considered various models available in the GeM portal and decided to procure the below mentioned car.

Company Name	Variant	Price in GeM portal
<b>MARUTI SUZUKI INDIA LIMITED</b>	<b>(Maruti Ciaz Alpha SHVS Petrol Automatic-Transmission)</b>	Rs.9,76,666.60/- + Transportation Charges including transient insurance and temporary registration(in Rs/Km) at Rs.9.5 per km

Details of the vehicle-make, model as follows:

<b>Engine Capacity (cc)</b>	1462
<b>Fuel type/version</b>	Petrol

Emission Norm Compliance	BS VI
Colour type	Metallic
Colour of the Vehicle	Pearl arctic White
Air Conditioning	With
Engine BHP @ RPM (HP @ rpm)	103.26 @ 6000 rpm
Engine Torque (Max.)@ RPM (N-m @ rpm)	138 nm @ 4400 rpm
No. of Cylinder in Engine	4
Seating Capacity including Driver	5
Fuel Tank Capacity	43 liter
Vehicle Ground Clearance	131 millimeter
Vehicle Wheel Base	2650 millimeter
Vehicle Kerb Weight	1065 kilogram
Vehicle Gross Weight	1530 kilogram
Boot space	510 liter
Type of Tyre	Tubeless
Size of Tyre	195 /55 R 16
Vehicle Transmission System	Automatic
No. of Speed / Gears	4
Type of Steering	Power
Turning Radius	5400 millimeter



Anti-Lock Brake System (ABS Fitted)	Yes
Front Brake Type	Disc brake
Rear Brake Type	Drum brake
Air Intake System	Natural
Air bag	Driver and co-passenger
Battery Make	Multiple OEMs

#### **Certification Parameters**

Vehicle Certification ARAI/VRDE/ICAT Number	CAOH 0313
---	-----------

#### **Performance Parameters**

Vehicle Mileage (declared by OEM as certified by Test Agency under Rule 115 of CMVR 1989), City / Highway	20.04
Warranty Time	24 month
Battery Warranty	24 month
Warranty Distance (Unlimited during warranty period)	No

Warranty Distance (in KM) (if not unlimited during warranty period)	40000
---	-------

Number of Free Service	3
------------------------	---

#### **Constructional Parameters**

No. of Doors	4
Length of Vehicle Body	4490 millimeter
Width of Vehicle Body	1730 millimeter
Height of Vehicle Body	1485 millimeter
Type of Wheel	Alloy Wheel
Central Locking	Yes
Power Door Locks	Yes
Passenger side view mirror	Yes
Day & Night Rear View Mirror	Yes
Rear Seat Belts	Yes
Leather Seats	Yes

In addition to the cost of procurement i.e Rs.9,76,666.60, Board also approved an amount of Rs.1 lakh towards the approximate cost of Transportation Charges including transient insurance and temporary registration(in Rs/Km) at Rs.9.5 per km, Insurance cost of vehicle, cost of registration and other accessories such as number plate.

Board pointed out the increasing expenditure on hiring a staff car. In view of it, it is impressed upon the CEO to purchase/ order a new staff car as per GFR Rules through GeM.

The Board also noted that the above vehicle is not luxury or high end as Ciaz-S is the most expensive make-model available in Maruthi Ciaz range and Ciaz Alpha is less expensive than it.

#### **Auction Plan for existing Ambassador KL 13 X 648) is as follows.**

Board decided to auction the existing Staff Car (Ambassador Car KL 13 X 648) as per Rule 218 (i) and (ii) of GFR 2017. The result of the auction will be put before the Board for further action.

#### **Agenda No.13 : Draft Business Regulations**

The Model Business Regulations forwarded by PD,DE,SC vide letter No.8073/Expert Committee/C/DE/2018 dated 06-03-2020 was approved by the Board vide CBR No.7 dated 12-03-2020 and further amended vide CBR No.01 date 19-05-2020. The Business regulations were prepared in accordance with the Sumit Bose Committee recommendations, which was forwarded by DGDE, vide letter No.76/67/Expert Committee/C/DE/2018/Vol-IV dated 24-12-2019. Further, the same was amended vide CBR.No.01 dated 03-07-2020 by including Education Committee. Now as per DGDE letter No.29/Business Regulation/C/DE/2021 dated 03-02-2021, DGDE has instructed Cantonment Board to revisit/reconsider the matter in the light of guidelines issued by MoD vide letter dated 23-12-2019 regarding delegation of duties/functions to Vice President.

Board to consider and decide.



**Resolution No.13 :** Board discussed the matter in detail and unanimously decided, not to make any change in the business regulations approved vide CBR.No.01 dated 03-07-2020. The Board unanimously decided that all the committees will be recommendatory in nature and their resolutions will be subject to the approval of the Board.

**Agenda 14: Military Conservancy Agreement 2021-2022**

To consider Military Conservancy Agreement for the year 2021-2022 amended as per the IFA Sanction No.SIFA-491/MCA Kannur/2021-22/AON&FC-261 dated 05-01-2021. As per CBR No.01 dated 25-11-2020 Board has approved the Military Conservancy Agreement for an amount of Rs.1,89,75,221/-. The IFA has sanctioned an amount of Rs.1,30,10,568/- after curtailing Rs.59,64,653/-. The IFA has sanctioned only 31 staff under MCA 2021-2022 whereas the proposed demand was for 51 staff. It is seen that IFA has curtailed the amount towards the NPS (New Pension Scheme) calculated towards the DA stating that the pension fund is restricted to Basic pay only. As per Government Rules NPS is calculated on amount including Basic pay + Dearness Allowance. The amount towards NPS is calculated on Basic pay + Dearness Allowance. Hence the final amount of Military Conservancy Agreement 2021-22 after recalculation of NPS would come to Rs.1,30,39,328/-.

The IFA has restricted the amount of expenditure vehicle to Rs.3,62,764/-. Hence the total Kilometer for the entire year for Garbage compactor truck has been reduced from 1800Km to 550 Km

Board to consider and decide further course of action.

**Resolution No.14 :** Board considered the curtailments made by IFA vide letter No.SIFA-491/MCA Kannur/2021-22/AON&FC-261 dated 05-01-2021 and execute the agreement including the NPS calculated on Basic + DA as per Ministry of Finance (Department of Financial Services ) Notification F.No.1/3/2016-PR dated 31<sup>st</sup> January 2019. Hence the calculation may be done as per Government rules and the same shall be clarified to IFA.

Board found that the restriction of distance covered by Garbage compactor truck for the entire year to 550 Km is unjustified as the IFA concurrence for the previous year's agreement was 1250 Km. Hence Board decided to make the calculations based on the previous year's sanction. i.e 1250 Km.

Hence Board considered and approved the Military Conservancy Agreement for an amount of Rs.1,30,95,112/- towards the Military Conservancy Agreement for the year 2021-2022.

The Board resolved that the same maybe communicated to the appropriate authority.

**Agenda No. 15 : Investment of Fixed Deposit:**

To consider and approve the Investment of Fund of Rs. 1, 20, 71,955/- in Fixed Deposit which has matured on 05-02-2021 for re-investment.

The rates quoted by various Scheduled Banks investment for a period of one year are given below:

Sl.No.	Name Of Bank	Quoted Interest Rate
1	Punjab National Bank	5.20%
2	Indian Bank	5.00%
3	Indian Overseas Bank	5.15%
4	Canara Bank (Syndicate Bank)	5.25%

All the quotation documents are placed on the table. Board to consider and decide.

**Resolution No.15 :** Board considered and directed CEO to invest amount in the Fixed deposit as per Section 120(2) of Cantonments Act 2006. Board suggested that investment shall be made in a way where the interest is paid to the Board on quarterly basis. The Board decided that the required fund can be withdrawn by the Board as per the requirement of funds in order to meet the closing balance requirement as per CBAR 2020. Provision for expenditure for depositing Fixed Deposit was not projected in the budget head 110-4431 (Term deposits with bank) of Revised Budget Estimates FY 2020-2021. Hence, while preparing Revised Budget Estimates for the FY 2021-2020, a budget variance report, as per Rule 24 of CBAR 2020 will be provided under the Budget head 110-4431.



**Agenda No 16: Re- appropriation in the Cantonment Fund Budget Estimates for the period 2020-21**

To consider and approve the proposal of Head of accounts, forwarded by CEO, Cantonment Board, Cannanore for Re-appropriation of Cantonment fund revised budget estimates of Rs.7.5 lakhs, as per Sec 33 of CBAR 2020, from 310-2263 (Engineering Fee-Drainage) to 110-4136 (Asset addition-Drainage) and for onward submission to General Officer Commanding – in-Chief, the Command for final approval.

Form No.7M of Re-appropriation is attached herewith.

**CANNANORE CANTONMENT BOARD**

**For, No.7M(2B)**

**STATEMENT OF Proposed RE-APPROPRIATION IN THE CANTONMENT FUND BUDGET ESTIMATES**

For budgetary period 2020-2021

Account Code	Account Head	Amount of Original Grant Rs.	Amount and authority for any re-appropriations by which original grant may have been increased or decreased till	Total Grant sanctioned till date	Number and date of Order sanctioning the last proposal for re-appropriations	Utilization till date	Balance available	Proposed increase	Proposed Decrease	Balance after proposed adjustment	Remarks
1	2	3	4	5	6	7	8	9	10	11	12
110	4136	1,75,000/-	General Officer Commanding-in-Chief, HQrs, SC, Pune Rs.750000/-	175000/-		--	1,75,000/-	7,50,000/-	--	9,25,000/-	

The CEO recommends the re-appropriation as per CBAR Rules should be done. All related documents are placed on the table. Board to consider and decide.

**Resolution 16:** Board considered and approved the proposal in form 7M for re-appropriation of Cantonment fund revised budget estimates of Rs.7.5 lakhs, as per Sec 33 (2) (c) of CBAR 2020, from 310-2263 (Engineering Fee-Drainage) to 110-4136 (Asset addition-Drainage). It recommended the re-appropriation and decided it to submit to GoC-in-C, Southern Command, Pune for final approval.



**Agenda No. 17 Unauthorised construction in premises H No. 21C and 21D, RS No. 279 part, GLR SY No. 1, B2 land outside notified civil area**

On inspection near Wellesley road on 07.08.2019, it was noticed that an unauthorised construction is being carried within premises of RS No. 279, Ward 3, Block 6, GLR Sy. No. 1, outside notified bazaar area on plot admeasuring area 4087 m2. The details of the unauthorised construction is being described as hereunder:-

**SCHEDULE**

Name of the Building	Location of the building	Details of construction as undertaken by owner/occupier/lessee in contravention of section 247 of the Act.	Specification to demoli- tion and re-erection of the building
1	2	3	4
Unauthorised construction of 2 attached security guard rooms and DG set shed isolated away from building No. 21C & 21D	Towards southern end of plot, RS No. 279, Kannur Village I, GLR Sy. No. 1, Cannanore Cantonment	Security guard restroom admeasuring 4.06m X 2.17m X 3.05m height with reinforced cement concrete columns, beams, flooring slab and roofing slab, walls of cement concrete block masonry Two cement concrete masonry platforms admeasuring 3m X 1.43m X 0.37m mounted with a functioning DG set. The combined area of both the CC platforms are covered with translucent sheet roofing and covered with grilled windows on sides	Remove unauthorised construction mentioned in Col.3 within Thirty (30) days from the receipt of this notice.

The structure is at a distance of less than 30m approximately from the sea. The site falls in CRZ II zone and requires CRZ clearance from District level monitoring committee of KCZMA. This a violation of CRZ norms. The property belongs to M/s Leela Scottish Lace Pvt. Ltd, Mumbai, H. No. 21/C, Cannanore Cantonment, Kannur according to property tax receipt maintained by Cantonment Board.

1. The FSI including the unauthorised construction is 0.35 which is less than the permissible FSI of 0.50 outside notified Civil Area. Hence, it it does not violate FSI regulations as per GOC-in-C building byelaws dated 26.06.1984.
2. The margin on the periphery is 1.55m which is less than the 4.5m peripheral margin in case of plots greater than 500 sq.m area, This is a violation as per GOC-in-C building byelaws dated 26.06.1984.
3. The height of the building is 3.05 m which is less than the 18m height limit. Hence, there is not a violation as per GOC-in-C building byelaws dated 26.06.1984.
4. The number of floors of the building is GF only which is less than the G+2 limit. Hence, there is no violation as per GOC-in-C building byelaws dated 26.06.1984.

Vide: this Office letter No. 2569/UC/B-21.C/2019 dated 15.10.2019 the applicant was asked to showcase for the unauthorised construction. Vide: letter No. Nil dated 26.10.2019, the applicant replied being in Mumbai were unaware of the discrepancies of work and their workers were instructed to install a DG set. Further vide: letter No. 2569/UC/B.21.C/2019 dated 21.04.2020, building plans in triplicate were asked to be submitted within 15 days for regularization under provisions 320 of Cantonments Act, 2006. No plans were received from the applicant and subsequently notice u/s 248 of Cantonments Act, 2006 for demolishing the unauthorised construction within 30 days was issued on 14.07.2022 with copy to the Sub Inspector, City Police station, Kannur and The Town Planner (Convener) District level Committee of KCZMA. Further vide: letter No. Nil dated 08.08.2020 from M/S/ leela Scottish Lace Pvt. Ltd. To not demolish the structure and produce plans for regularization according to prevailing rules in Cantonment and asked for time because of the COVID-19 situation. Further vide: letter No. Nil dated 18.09.2020 received on 29.09.2020 in Cantonment records, the plans were submitted for regularization.

All documents are placed on table. Board to decide further course of action.

**Resolution No 17:** Board unanimously resolved to send the building application to Coastal Zone Management Authority for CRZ Clearance. The further course of action regarding regularization will be decided by the board after obtaining CRZ clearance.



**Agenda No. 18: Construction in deviation of sanctioned building plan by Jnana Deepa D Cruz, B no. 117:**

Vide: completion certificate submitted by Jnana Deepa D Cruz dated 14.10.2020.

The building No. 117 which belongs to Jnana Deepa D' Cruz which is situated in GLR.Sy.No.17-21, notified bazaar area, Burnacherry, Cannanore Cantonment was sanctioned vide this Office letter No. BA/H.No.117/R.S.No.593/2019 dated 23.02.2019 after receiving CRZ clearance from District level committee of KCZMA vide: letter No. C1-456/19 dated 19.02.2019 as the area also comes within CRZ II zone. The applicant was proposing to construct a G+1 building after demolishing existing building. The proposed FSI was 0.68 i.e.27.41/40. The western commonwall is shared by Sebastian D Cruz, owner of house No. 118. The eastern commonwall is shared by Jnana Prakash, house No. 116. The southern end is adjoining to Cantonment drain. The northern end is adjoining to Mr. Devdas Antony's plot which contains bldg No. 114 and vacant land.

It has been noted that the floor area of ground floor has increased from 17m<sup>2</sup> to 18.30m<sup>2</sup> because the open verandah has been converted to hall. On First floor, the floor area has been increased from 10.41m<sup>2</sup> to 16.73m<sup>2</sup> because the rear open terrace had been covered with RCC slab and enclosed with walls. The terrace floor contains a stair opening which is only 89cm height to access the terrace. This was not a part of the sanctioned plan. The terrace slab extends by 22.5 cm to cover the common wall's width on side of bldg No. 118 and bldg No. 116 which was not as per sanctioned plan. The rear part of the slab also extends to the plot of Devdas Antony by 45cm which was not as per sanctioned plan.

The FSI according to completion plan works out to 0.88 (35.03/40) which is lower than the permissible FSI of 1.00 in notified bazaar area. The projections of the first floor roof slab is however projecting by 11 cm on both sides of bldg No. 118 and 116 and encroaching which should be cut and cannot be permitted without the written consent of the owners of Bldg No. 118 and 116. The projection towards rear end is extending by 45 cm into plot of Devadas Antony which should be cut and cannot be permitted without the written consent of Mr. Devadas Antony. Mr. Baiju claims that the projections to the slab were given to protect the common wall from being exposed to rains.

All related documents are placed on the table. Board may decide further course of action and Tax assessment to be made as per rules.

**Resolution No. 18:** Board resolved to compound the unauthorized as construction of Smt.Jnana Deepa DCruz, B no. 117, as per section 248 of Cantonments Act 2006 as the site lies within the Bazaar area within management of Cantonment Board and there is no FSI violation involved. The compounding fee is fixed as follows as per the report submitted by Overseer. The concerned member was not part of the discussion.

The cost of unauthorized construction is Rs. 24,865/- worked out based on precast cement concrete wall Masonry in CM 1:6 for 3 part walls covering above 1.3m-2.6m height of walls in First Floor, the covering RCC slab for that part and the parapet walls for the opening created on terrace floor. The compounding fee will work out to 10 percent of cost of unauthorized construction based on GOC-in-C's order dated 17985/DE dated 29.05.1998. The compounding fee will be Rs. 2,486.5/-. The completion certificate will be issued after the payment of compounding fee. The property tax is assessed as Rs 3,946/- i.e 22% of the Annual rateable value as per section 68 and 73(a) of Cantonments Act 2006.

**Agenda No. 19: Construction in deviation of sanctioned building plan by Geetha Manjula D' Cruz, H. No. 109A+B**

Vide: Building completion report with completed plan submitted by Geetha Manjula D' Cruz dated 13.11.2020.

Vide: building sanction letter No. BA/B.No.109A+B/RS No. 586/2018 dated 29.07.2018, the building plans were sanctioned in respect of Smt. Geetha Manjula D Cruz for reconstruction of residential building in RS no. 586, W3, B11, GLR Sy. No. 17-22 in Bazar area after obtained



KCZMA NOC vide: letter No. 4240/A2/18/KCZMA dated 15.06.2019 as the area comes in CRZ-II zone as per CZMP KL 67.

A deviation has been made from the sanctioned plan by constructing a stair room of dimensions 3.5m X 1.2m X 2.0m height for providing access to the terrace. The height of the stairroom is insufficient to be considered fit for human habitation. However, since it is enclosed structure, it may be considered in floor area calculation.

The FSI according to completion plan works out to 0.97 (187.79/194.00) which is lower than the permissible FSI of 1.00 in notified bazaar area. All related documents are put up on table. Board may decide further course of action and Tax assessment to be made as per rules.

**Resolution No. 19:** Board unanimously resolved to compound the unauthorized construction of Ms.Geetha Manjula D' Cruz, H. No. 109A+B, as per section 248 of Cantonments Act 2006 as the site comes in Bazaar area under the management of Cantonment Board and there is no FSI violation involved. The compounding fee is fixed as follows as per the report submitted by Overseer.

The cost of unauthorised construction amounts to Rs.32,830/- according to prevailing Market rates. The compounding fee will work out to 10 pct of cost of unauthorized construction based on GOC-in-C's order dated 17985/DE dated 29.05.1998. The compounding fee will be Rs. 3,283/-. The property tax is assessed as Rs 24,765 i.e 22% of the Annual rateable value as per section 68 and 73(a) of Cantonments Act 2006.

**Agenda No. 20: Tender for Maintenance of Bus Stand toilet**

The tenure of contract of Maintenance of Bus Stand toilet ended on 31-03-2020. Tender was floated for the same but was not successful since there were no participants. Hence Board to consider the re-tendering of Cantonment Board-Bus Stand toilet. The existing rates is as follows

Urinals - Rs.1/-

Toilet – Rs.5/-

Further Board may also consider the fixing of charges for usage of bathrooms.

**Resolution No.20:** Board considered and unanimously resolved to enhance the charges collected in Cantonment Bus Stand toilet as follows keeping in view, charges in Kannur Municipal Corporation.

Particulars	Existing fee per person per usage	Revised fee per person per usage
Urinals	Rs.1/-	Rs.2/-
Toilet	Rs.5/-	Rs.5/-
Bathroom	Newly constructed	Rs.10/-

Board further decided to give the maintenance of Cantonment Bus Stand toilet on contractual basis through e-tendering. Board fixed the Base rate of the tender (E-Tender) at the Rate of Rs.2,25,000/- per annum.

**Agenda No. 21: Consideration of revenue enhancement through non-tax revenue**

Board to consider and discuss various schemes for revenue enhancement through non-tax revenue.

**Resolution No.21 :** Board discussed the matter in detail. Board opined that it is imperative explore new possibilities of Revenue generation since the expenditure regarding sanitation and public works has increased. Board discussed various methods of increasing non-tax revenue and unanimously decided to implement revenue generation through the following:

1. To implement collection of parking fee from vehicles parked in the following places
  - (a) Ayikkara Road – Road margins
  - (b) Area in front of Cantonment Shopping Complex (Area starting from CSC No.1 to temporary bunks near District Hospital Post office).
2. To implement collection of parking fee collection from vehicles parked in front of Baby Beach area. A Board indicating the parking charges will be place and the area for parking will be earmarked. The parking fee will be collected at the existing rates of Rs.20/- for cars and Rs.60/- for vans, mini bus etc. and Rs.80/- for trucks and buses.



A Board indicating the parking charges will be placed. The parking fee will be collected at the existing rates of Rs.20/- for cars and Rs.60/- for vans, mini bus etc. and Rs.80/- for trucks and buses. Parking on the sea-side will not be allowed as it is dangerous as that side may collapse due to over load. Fine will be imposed on vehicles parking in the sea side.

**Agenda No.22: Collection of user charges from waste generators**

To consider and implementation of user charges from waste generators as per Solid Waste Management Rules 2019.

**Resolution No. 22:** Board observed that Cannanore Cantonment Board has been providing door to door garbage collection service free of cost. As per Solid Waste Management Rules, 2016 user charge should be collected by local bodies. The approximate expenditure incurred by board for providing door to door garbage collector is Rs.5 lakhs per annum, which is expended by the board. It was found that adjacent local bodies are collecting user charges for door to door garbage collection. Hence Board unanimously resolved to collect user charges as follows.

Category	User charges per month
Hospitals/ nursing homes (more than 50 beds)	Rs.5000/-
Commercial lands/ properties used for marriage functions/ any other functions	Rs.1000/-
Resorts, lodges, hotels	Rs.1000/-
Other commercial establishments such as shops etc	Rs.150/-

The user charges shall be paid on or before 10<sup>th</sup> of each month and the Board impressed that necessary actions including levying of fine shall be initiated by CEO on any delay in payment of user charges. The Board instructed CEO to strictly comply and collect user charges for door to door collection. .

Sd/- x x x x  
Chief Executive Officer,  
Cantonment Board, Cannanore.

Sd/- x x x x  
President,  
Cantonment Board, Cannanore.

//True copy//

  
Chief Executive Officer,  
Cantonment Board, Cannanore.