



**Sanchar Nigam Pensioners' Welfare Association, Assam Circle**  
**Registration No: SOCIETY/WEST/2021/8902564**

**Shantanu Choudhury**

President

Mob: 94350-00731

**Arijit Roy Pradhani**

Circle Secretary

Mob: 94350-00234

**Gobinda Chandra Sarmah**

Treasurer

Mob: 94355-99111

No: SNPWA/Meeting/201-22/Ghy

Dtd.17-03-22

An urgent meeting of Circle Executive Committee (CEC) of SNPWA, Assam Circle was convened today i.e. on 16-03-2022 to discuss progress made so far, finalization of agenda points & distribution of works amongst the members in connection with the successful holding of 1<sup>st</sup> Circle Conference of SNPWA, Assam Circle schedule to be held on 25-03-2022 at Greenwood Resort, Khanapara, Guwahati. The following members were present in the meeting:

1. Sri Shantanu Choudhury – President.
2. Sri Rajesh Kumar Choudhury – Vice President
3. Sri Arijit Roy Pradhani - Circle Secretary.
4. Sri Gobinda Chandra Sarmah – Treasurer
5. Sri Ananda Ram Boro – Assistant Circle Secretary
6. Sri Ranjit Kumar Das – Assistant Circle Secretary.
7. Sri Mridul Chandra Kalita – Assistant Circle Secretary.
8. Sri Dulal Chandra Kar – Auditor.
9. Sri Nirod Chandra Bhagabati \_ Member.
10. Sri Prafulla Deb Barman - Member
11. Smt. Geetanjali Kakati – Member

After threadbare discussion amongst the members present in the meeting, the following decisions have been taken unanimously the details of which are enumerated below:

**1. Holding Conference in Hybrid Mode:**

It has been unanimously decided to hold the 1<sup>st</sup> Circle Conference of the Association in hybrid Mode i.e physical as well as in virtual Mode. The live telecast of meeting will be streamed through Zoom platform. The link will be provided in due course of time in our WhatsApp Group. Our GS Com G.L. Jogi will also address the meeting in virtual mode for which a Screen with projector will also be arranged.

**Action: Shantanu Choudhury.**

**2. Arrangement for preparation of Banner & its display:**

It has been decided to prepare 4 nos of banners for the forthcoming Circle Conference. The style & content of the banner have also been finalized. Two nos of Banner will be displayed at Venue one at the Entrance Gate & one at the Meeting Hall. Out of the remaining two banners, one will be displayed at BSNL Bhawan, Panbazar & other one at Panbazar Telephone Exchange compound.

**Action: Nirod Chandra Bhagabati.**

**3. Arrangement of File, Folder, Pen, Pad, Bouquet, Gamocha, Flower, Flour Momento, Certificate of Appreciation Etc.**

For systematic arrangements of the above items' responsibilities have been entrusted with the following members:

- a) Shantanu Choudhury (File, Folder, Pen, Pad)
- b) Prafulla Debberma (Gamocha, Flower, Flour)
- c) Shantanu Choudhury, Arijit Roy Prodhani, Gobinda Chandra Sarmah (Momento, Certificate of appreciation, Bouquet)

**4. Cultural Programme:**

It has been decided to hold a cultural programme during the 2<sup>nd</sup> half of Circle conference on 25<sup>th</sup> March'22 tentatively from 4-00PM onwards.

Arrangements for sound system, Invitation to Performing Artists, Band etc have been entrusted with the following members:

**Smt. Geetanjali Kakati & Sri Arijit Roy Prodhani.**

**5. Arrangement of Foods:**

Responsibility for supervision & arrangement of Breakfast, Lunch & High Tea etc. during the Conference have been entrusted with the following members:

**Ananda Ram Boro & Ranjit Kumar Das**

**6. Meeting Hall Arrangement:**

The arrangements inside the meeting hall have been entrusted with the following members:

**Action: Sri Nirod Chandra Bhagabati & Sri Prafulla Debberma.**

**7. Flag hoisting Ceremony:**

Arrangements in respect of Flag hoisting ceremony will be managed by the following members:

**Sri Shantanu Choudhury & Sri Prafulla Debberma**

**8. Accommodation of Outstation members:**

Arrangements for accommodation of outstation members will be arranged & managed by **Sri Gobinda Chandra Sarma, Treasurer(Mob No:9435599111)**.  
**The outstation members are cordially requested to contact Sri G.C.Sarma for their accommodation at Guwahati.**

**9. Reception Committee:**

A reception committee has been constituted for overall supervision of member's comfort & assistance at the meeting venue with the following members.

- i. Sri Rajesh Choudhury.
- ii. Sri Mridul Chandra Kalita.
- iii. Sri Dulal Chandra Kar.
- iv. Sri Dilip Sarma
- v. Sri Nityananda Sarma.
- vi. Sri Amitav Nandi.

**10. Anchoring of Meeting session:**

It has been unanimously decided to entrust the responsibility of anchoring the entire meeting session to **Sri Amitava Nath**.

**11. Anchoring of Cultural Programme:**

**Smt. Geetanjali Kakati** has been entrusted with the responsibility of anchoring the entire Anchoring Programme.

**12. Selection of Representative Council Chairman:**

It has been decided that the Representative Council Chairman for conducting the Election of New Office bearers of the Association will be selected from the available members present in the meeting, preferably a senior member.

**13. Agenda Points of the meeting:**

- a) Break Fast: 9-00AM to 10-00AM.
- b) Flag Hoisting: 10-30AM.
- c) Assembling in the Hall: 10-45 AM.
- d) Commencement of Meeting: 11-00AM
- i) Welcome Address by Pramod Kumar Pathak.
- ii) Submission of Circle Secretary's Report.
- iii) Discussion on Circle Secretary's Report.
- iv) Submission of Treasurer's Report.
- v) Discussion on Treasurer's Report.
- vi) Felicitation of Children of Members of Association who got admitted in various Engineering Colleges, IIT, Medical colleges etc.
- vii) Circle President's Address
- viii) Dissolution of the existing Circle Body.

- ix) Selection of Representative Council Chairman for conducting the Election of New Circle office bearers.
- x) Oath Taking of New Circle Body.
- xi) Speech from GS Com G.L Jogi.
- d) Lunch Break: 2-00 PM to 3-30 PM
- e) Cultural Programme: 4-00PM to 6-00PM.
- f) Vote of thanks by Sri Nirod Bhagabati.

The Agenda Points are subjected to change if situation warrants.



(Arijit Roy Prodhani)  
Circle Secretary