

MINUTES OF 10th CRA Executive Committee Meeting

Organization: Community Radio Association (CRA)

Date: 10 October 2024

Time: 4:00 PM

Venue: Virtual Meeting (Online)

Roll Call / Establishment of Quorum

A quorum was established with 14 members present, while the other members were absent.

S.No.	Name of Person	Designation
Members Present for the Meeting:		
1	Mr.Sandeep Parmar	President
2	Mr.Jitender Sharma	Secretary General
3	Mr.M S H Beg	Treasurer
4	Ms.Sangya Tandon	Vice President Central
5	Dr. S Chandrasekar	Vice President South
6	Mr.Pahal Man Rai	Vice President North East
7	Mr.Paresh Kumar Patel	Vice President West
8	Dr. Gurjeet Kaur Chawla	Joint Secretary
9	Mr.Shivashankaraswamy	Joint Secretary
10	Mr. Manish	EC Member
11	Mr.Jagdishwar Yadav	EC Member
12	Dr. Shivaraj Shastri Herur	EC Member
13	Mr.Parshuram Srivastava	EC Member
14	Dr. Sugandha Shrotriya	EC Member

Absentees		
1	Ms.Nidhi Sharma	EC Member
2	Ms. Gayatri Mhaske	Joint Secretary
3	Dr. Sangeeta Kokoty	EC Member
4	Ms. Aarti Devi	EC Member
5	Ms. Barsha Chabaria	EC Member
6	Dr. Hari Vinayak Kulkarni	President
7	Mr.Sandeep KR. Pandey	EC Member

Welcome and Opening remarks by the CRA President

Secretary General of CRA, Mr. Jitender Sharma, requested the President to begin the meeting as per the pre-decided agenda and extended a warm welcome to the President and all members. President Sandeep Parmar then welcomed everyone and officially commenced the meeting.

Discussion on Ministry of Social justice & Empowerment CRA Project

President of CRA, Mr. Sandeep Parmar, requested Dr. S. Chandrasekar, Vice President of CRA, to present the plan of action for the MSJE project.

Dr. S. Chandrasekar proceeded with a presentation on the Ministry of Social Justice & Empowerment's project, explaining that the project is named **Atal Vayo Abhyuday Yojana (AVYAY)**. He also mentioned that there is a slight difference between the proposal we initially submitted and the one that has been approved.

Dr. S Chandrasekar Introduction to AVYAY Project:

What is AVYAY?

Atal Vayo Abhyuday Yojana (AVYAY) is an initiative launched by the Ministry of Social Justice and Empowerment aimed at promoting the welfare and dignity of senior citizens.

Project Synopsis:

- Number of Episodes to be Broadcasted: 24 fresh episodes, with 24 repeat broadcasts across 200 Community Radio Stations (CRS).
- Community Radio Stations will submit the broadcast schedules for the episodes.
- Interactive Narrowcasting / Community Engagement: 10 narrowcasting sessions per CRS, focusing on community interaction and engagement.

Additionally, he suggested that the Executive Committee (EC) should nominate a Project Monitoring Committee to oversee the project's progress.

Designation	Member
Chairman	President CRA
Project Chairman	Vice President
Committee Member 1	EC 1
Committee Member 2	EC 2
Committee Member 3	EC 3
Committee Member 4	EC 4

It was agreed that all Executive Committee members, including the Vice Presidents, Joint Secretaries, and State Chapter Presidents, should be involved in the process. A resolution to this effect was passed with the unanimous consent of all executive members.

Mr. Sandeep Parmar, President of CRA, proposed the following framework and steps to be implemented within the next week. He emphasized that the project will be led by Dr. S. Chandrasekar, Vice President (South), with all programmatic components executed under his dynamic leadership. Supporting him will be the team of Vice Presidents from the respective zones: Mrs. Sangya Tandon (Central), Mr. Presh Patel (West), Dr. Hari Vinayak Kulkarni (EC Member), and Mr. Pahal Man Rai (Vice President, North East Zone), along with Joint Secretary Dr. Gurjeet Kaur Chawla.

The administrative activities of the project will be carried out under the leadership of Secretary General Jitender Sharma and the CRA team, including Sandeep Rana, as previously discussed and decided. MSH Beg, Treasurer and President of CRA, will be available to support the project execution team in a facilitator role, ensuring the best interests of the CRS community are served.

Mr. Sandeep Parmar, President CRA also suggested the following points.

Programmatic

1. Composition of PAC (Program Appraisal Committee)
2. Work plan to the MSJE along with Timelines
3. List of Scripts and Approvals from MSJE (Study of National Action Plan for Older Persons and Schemes/ programs of MSJE for Older Persons)
4. Identification of Script writer and ToR
5. Expression of Interest from CRS
6. Selection of Radio Stations and ToR
7. Composition of Project Management Team/Supervising Team at Zone/Regional Level and State Level
8. Project Take-off and Orientation of CRS

9. Reporting and Documentation

10. Weekly Review and Process Documentation of Best Practices/ Report Writing

Administrative

1. Budget Norms and Allocation for Implementation of the project (Administrative Head)
Honorarium & Travel Norm for supportive supervision - Project Management Team
 - II. Honorarium & Travel Norm for supportive supervision for Project Head
 - III. Honorarium & Travel Norm for CRA Coordination Office Team
 - IV. Norms for Weekly review meetings
 - V. Honorarium for the Report Writing
 - VI. Norms for Data Base Handling
2. Selection and appointment of Project/Office Assistant
3. Contract/ ToR with Script Writer
4. Contract with project implementing CRS
5. Reporting to MSJE
6. Coordination for PAC Meetings

The resolution to this effect was passed with the consent of all the executive members.

Mr. MSH Beg, Treasurer of CRA, mentioned that the Ministry of Social Justice and Empowerment requires a dedicated staff member for the project. This person will need to work directly with the ministry. Dr. S. Chandrasekar and Mr. Sandeep Parmar proposed the name of Mr. Sandeep Rana, emphasizing the importance of assigning a trustworthy individual who can manage any arising situations effectively. Mr. Sandeep Rana has been appointed to represent CRA as the Liaison and Project Officer for the MSJE project.

Regarding appraisal and Salay raise for Sandeep Rana

Mr. Sandeep Parmar stated that Mr. Sandeep Rana will be appointed for this project, and his salary will be increased accordingly. Additionally, Mr. Parmar, President of CRA, mentioned that another staff member will be hired at the CRA office to assist Mr. Rana in his duties.

He also emphasized the need to purchase a new SIM card and phone specifically for a dedicated CRA helpline number. A resolution to this effect was passed with the unanimous consent of all executive members.

GB Meeting CRA

Mr. Sandeep Parmar, President of CRA, emphasized that the General Body (GB) meeting is a pivotal event in our future plans. He expressed his appreciation to Mr. Chandrashekhar, VP South, for developing a detailed and focused agenda for the GB meeting. In today's session, we will also address the logistics of the GB meeting, including its structure, organization, and our strategies for managing it effectively.

Discussion on Next GB Meeting Date

Mr. Jitender Sharma, Secretary General will post two three tentative date of the GB Meeting dates in EC Members WhatsApp group.

Vote of Thanks

Jitender Sharma, Secretary thanked all the members and proposed formal Vote of Thanks.



Jitender Sharma
Secretary General