

NATIONAL COUNCIL OF CHURCHES IN INDIA
MINUTES OF THE EXECUTIVE COMMITTEE MEETING
09:30 a.m. 1st March, 2019, CNI Bhavan, 16 Pandit Pant Marg, New Delhi-110 001

EC:2019:01 Opening Devotion

The morning Devotion was led by the participants using World Day of Prayer liturgy. The President gave the homily.

EC:2019:02 Roll Call

I. Members Present

1. Most. Rev. Dr. P. C. Singh, *President*
2. Rev.Dr. Daniel Ratnakara Sadananda, *Vice President*
3. Mrs. Aleyamma Thomas, *Vice President*
4. Rev. Asir Ebenezer, *General Secretary*
5. Dr. Patta Deva Raju,
6. Mrs. K. Asha Kiran Paradesi Babu,
7. Bishop Mar Awgin Kuriakose,
8. Mr. Suresh C. Jacob,
9. Mrs. Rachana Singh,
10. Mr. H. Arthur Sadhanandham,
11. Ms. Timngneilhing Kipgen,
12. Mr. K. Abraham,
13. Rt. Rev. Johan Dang,
14. Rev. Yesunath D.Kalekar,
15. Mr. Angelious Michael,
16. Most Rev.Cyril Mar Baseliose,
17. H.G. Issac Mor Osthathios,
18. Ms. Ani Koshy,
19. Rev. Madhukant Masih,
20. Mrs. Basanti Biswas,
21. Ms. G. Hanabalahun Kharbuki,
22. Mr. K. Jaya Rao,
23. Mr. Raiston Prakash,
24. Dr. V. Esther Kathiroli,
25. Rt. Rev. Collin C.Theodore,
26. Fr. Joseph Puthenpura,
27. Mrs. Lidwina Cedric,
28. Rev.Dr. Packiam T. Samuel
29. Dr. Sushant Agrawal

II. Apologies

1. Mr. Liju Jacob Kuriakose, Vice-President
2. Rev.Dr. A.G. Augustine Jeyakumar, *Treasurer*
3. Rt. Rev. Raja Socrates G.
4. Rev. R. Zohmingliana,
5. Rev.Dr. Bethel Krupa,
6. Mr.M. Rajakara Rao
7. Rev. Dr. Solomon Rongpi

8. Rt.Rev. Emmanuel Panchoo,
9. Dr. Ms. Roja Princy,
10. Dr. Saramma Varghese,
11. Rt. Rev.Dr. Mathews Mar Makarios
12. Rev.Dr. I. P. Asheervadam,
13. Bishop Subodh C. Mondal
14. Rt. Rev. Bajel Murmu,
15. Rev. Rolianthanga Lalsim
16. Colonel John Kumar Dasari,
17. Bishop Fred C.Marihal,
18. Mr. V. Inbaraj Jeyakumar

III. Absentees

1. Fr. Ashwin Fernandis,
2. Mr. Judson Mathew Gundemadugula,

IV. Invitees

1. Mr. Ashish Mane, Finance Officer, NCCI

V. Executive Secretaries/Coordinators

1. Rev. R. Christopher Rajkumar
2. Mr. Pradip Bansrior,
3. Mr. Jianthaolung Gonmei,
4. Rev Dr Abraham Mathew
5. Fr. Thomas Ninan

VI. Membership kept on hold

1. Bengal-Orissa-Bihar-Baptist-Convention
2. Council of Baptist Churches of Northern India
3. India Evangelical Lutheran Church,
4. Tamil Evangelical Lutheran Church

EC:2019:03 Welcome

The General Secretary extended a very warm welcome to the Office Bearers and the members of the Executive Committee.

EC:2019:04 Adoption of Agenda

It was proposed to adopt the agenda which had been circulated earlier.

Res. No. 01/EC/2019

The agenda for the Executive Committee, as circulated earlier, be adopted.

EC:2019:05 Appointment of Recording Secretaries

Mr. H. Arthur Sadhanandham and Mrs. Rachna Singh were requested to serve as Recording Secretaries.

It was resolved:

Res.No. 02/EC/2019

Mr. H. Arthur Sadhanandham and Mrs. Rachna Singh be appointed as Recording Secretaries.

EC:2019:06 Obituaries & Felicitations

I. Obituaries

The General Secretary read out the names of the persons whose information was received by the NCCI Secretariat, he also mentioned about passing away of mother of Mrs. Basanti Biswas, NCCI-Executive Committee Member:

- i. Rev. Fr. Samuel Rayan, Jesuit priest and scholar, passed away in Kozhikode, Kerala, on 2 Jan 2019 at the lovely age of 98. He was the former Principal of Indian School of Ecumenical Theology (ISET), Bangalore. A great theologian, and ecumenical leader.
- ii. Rev. Dr. Gnana Robinson, the former Principal of the United Theological College, Bangalore, and a prominent ecumenical leader, entered into the eternal glory on 3rd Feb 2019. He hails from the Kanyakumari Diocese of the Church of South India (CSI).

The members stood in silence for two minutes as a mark of respect after which Bishop Mar Awgin Kuriakose offered prayer.

II. Felicitations

The General Secretary presented the following names who have assumed different offices in the service of the Church/Organization

- i. Lieut Colonel John Kumar Dasari, new National Executive Officer, of the Salvation Army
- ii. Rt. Rev. Manoj Charan, new Bishop of Diocese of Bhopal, CNI w.e.f. 5th Jan 2019.
- iii. Bishop Dr. V. M. Jurri is the new Moderator and Rev. Madhukant Masih is the new Executive Secretary of Mennonite Church in India, Dhamtari, Chhattisgarh w.e.f. 1st Jan 2019.
- iv. The new Office Bearers of BSI for the Triennium 2019-2022:
 - Most Rev. Dr. P.C. Singh - President, BSI
 - Dr. Mrs. Leela Bose - Vice President, BSI
 - Rev. Premkumar Soans - Treasurer, BSI
- v. The new Office Bearers of CASA for 2019-2022:
 - H.G. Dr. Yakob Mar Irenaios, Chairperson
 - Bishop Subodh C. Mondal, Vice-Chairperson
 - Rev. S.C. David - Treasurer
- vi. Rev. Rolianthanga Lalsim, new Administrative Secretary of PCI

The following persons who were present in the meeting were felicitated: Most Rev. Dr. P.C. Singh, and Rev. Madhukant Masih. The President welcomed Rev. Madhukant Masih who was attending the NCCI Executive Committee for the first time in place of Deacon Vikal Rao, who relinquished his services as the Executive Secretary of Mennonite Church in India.

EC:2019:07 Confirmation of the Minutes of the previous meeting

The General Secretary informed that the minutes of the Executive Committee meeting held on 28th August 2018 had been circulated on 4th October 2018 and no adverse comments were received. It was resolved:

Res.No. 03/EC/2019

The minutes of the meeting of the Executive Committee held on 28th August 2018 which had been previously circulated, be confirmed.

EC:2019:08 Matters Arising from the minutes of the meeting held on 28th August 2018

- I. **Salary Revision [Ref. EC:2018:27 (I)(4)]:** As proposed by the Working Committee and approved by the last Executive Committee a 10% hike from 1st April 2018 to be given. As the Mythri House has been given for tenancy, hence the same is approved. Only DA has been revised @ 10%.
- II. **Report of the Treasurer (including approval of Statutory Auditors Report and Audited Statement of Accounts) [Ref. EC:2018:28 (I)]:**
 - a. **NCCI**

The Report of the Treasurer on NCCI Finances for the period 1st January to 30th June 2018 was received and approved by the Executive Committee in its meeting held on 28th August 2018 and forwarded the same to the General Body for approval.
- III. **Statutory Auditor's Report and Audited Statement of Accounts [Ref. EC:2018:28 (II)]:**

The Statutory Auditor's Report & Audited Statement of Accounts of the NCCI for the period 1st April 2017 to 31st March 2018 was received and approved by the Executive Committee in its meeting held on 28th August 2018 and forwarded the same to the General Body for approval.
- IV. **Appointment of Statutory Auditors [Ref. EC:2018:29 (I)]**

As recommended by the Finance Committee, and the Working Committee the Executive Committee in its meeting held on 28th August 2018 re-appointed of M/s Lancy D'Souza & Co. as the Statutory Auditors for the FY 2018-2019 for NCCI.
- V. **Appointment of Internal Auditors [Ref. EC:2018:30]**

As recommended by the Finance Committee, and the Working Committee the Executive Committee in its meeting held on 28th August 2018 re-appointed of M/s Subodh Kanetkar & Co. as the Internal Auditors for the FY 2018-2019 for NCCI.
- VI. **Membership matters [Ref. no. EC:2018:31 (III)]**

The General Secretary reported that a letter was sent to the Membership Committee on 20th December 2018 to do the needful. The Committee discussed the matter and decided that the application for the new membership has to processed through the Working Committee and then it should go to the Membership Committee. Those membership applications rejected cannot be processed.
- VII. **The resignation of Dn.Moumita Biswas, Executive Secretary, Women Concerns [Ref. EC:2018:31 (IV)]**

The Secretariat completed all the requirements with Rev. Moumita Biswas and settled all her dues.
- VIII. **Appointment of the new General Secretary of NCCI [Ref. EC:2018:33]**

As recommended by the Search Committee to the Executive Committee, the Executive Committee in its meeting held on 28th August 2018 appointed Rev. Asir Ebenezer as the new General Secretary of NCCI w.e.f. 1st January 2019 for a period of 5 years, and were installed on 3rd January 2019.

EC:2019:09 Matters from the Finance Committee

I. Salary Revision (2018-2021)

The General Secretary reported that the Finance Committee discussed the draft proposal of Salary Revision for the year 2018-2021 for merging Present Basic and Present D.A to form the New Basic and the proposed new D.A was @ 10%, 15%, 20%, on new Basic, all other allowances were the same as was applicable in the present salary structure. The Working Committee received and approved the draft proposal of salary revision by merging present Basic & present D.A. to form new Basic and to pay D.A. @ 10% on new Basic w.e.f. 1st April 2018 and forwarded the same to the Executive Committee for approval.

It was resolved:

Res.No.04/EC/2019

- i. The proposal of Salary Revision for the year 2018-2021 by merging present Basic & Present D.A to form New Basic and to pay D.A @10% on new basic retrospectively from 1st April 2018 be approved. All other allowances be same as were allowable in the present structure be paid in the New Salary Revision scheme 2018-2021
- ii. The revised salaries to be paid from 1st April 2019 and the arrears of salaries from 1st April 2018 to March 2019 in installments as per the financial position of the organization be approved.
- iii. The suggestion of the Committee that the Scheme of 10% D.A on new Basic is accepted till the arrears of salary from 1st April 2018 to March 2019 is paid and the financial condition of NCCI stabilizes. Then the salary may further be revised to 15% of D.A on the new Basic be approved.

II. FCRA Certificate for NCCI

The General Secretary explained in detail the need for obtaining FCRA certificate for NCCI in order to receive grants from NCCI overseas partners.

It was resolved:

Res.No.05/EC/2019

To authorize the General Secretary to initiate the process of obtaining registration under the Foreign Contribution Regulation Act to receive funds from overseas partners of NCCI.

III. P.F. Settlement:

The General Secretary reported that the Finance Committee discussed that the amount held in the NCCI P.F trust for following employees namely 1) Rev Dr Roger Gaikwad Rs. 6,80,179.11/- 2) Ms Ushakiran Herold Rs. 4,35,346.82/- 3) Mr M.T.Thomas Rs. 7,22,592.29/- 4) Ms Moumita Biswas Rs. 2,52,181/- be settled as these employees have either reached the age of 58 yrs or have left NCCI services. The Working Committee noted and approved that the fixed deposit held for P.F. due in the NCCI P.F. Trust be withdrawn and paid to the concerned employees.

It was resolved:

Res.No.06/EC/2019

- i. The amount held in NCCI P.F. trust in the name of (1) Rev. Dr. Roger Gaikwad for Rs. 6,80,179.11/- (2) Ms. Ushakiran Herold for Rs. 4,35,346.82/- (3) Mr. M.T Thomas for Rs. 7,22,592.29/- and 4) Ms Moumita Biswas for Rs. 2,52,181/- be settled as these employees have either reached the age of 58 yrs or have left NCCI Services after the following requisite procedures.
- ii. The fixed deposit held for the P.F due in the NCCI P.F Trust be withdrawn and paid to the concerned employees.

IV. Sale of old office vehicle:

The General Secretary reported that the Finance Committee discussed the matter of condition of Vehicle No. MH31 CP3073 purchased on 31.03.2007 at NCCI Office, and decided that it needs to be disposed of and to purchase a new Vehicle. The committee discussed the matter and suggested to dispose of the old vehicle following due process and purchase a new vehicle.

It was resolved:

Res.No.07/EC/2019

Vehicle No. MH31 CP3073 purchased on 31.03.2007 be disposed off after following due process and to purchase a new vehicle.

V. Third Signatory:

The General Secretary shared that the Finance Committee discussed that there is a need for having a third signatory for NCCI Bank Accounts on account of our Treasurer facing some health issues. The Working Committee discussed the matter and decided to add Ms. Rachna Singh, member of the Finance Committee along with Rev. Asir Ebenezer (General Secretary) and Rev. Dr. A.G. Augustine Jeyakumar (Treasurer) as the third signatory for all NCCI Bank Accounts with effect from 1st March 2019.

It was resolved:

Res.No.08/EC/2019

- i. *To add Ms. Rachna Singh member of Finance Committee along with Rev. Asir Ebenezer (General Secretary) and Rev. Dr. A.G. Augustine Jeyakumar (Treasurer), as the Third Signatory for all NCCI Bank Accounts, w.e.f. 1st March 2019.*
- ii. *All the cheques below Rs. 48,000/- will be signed by Rev. Asir Ebenezer, General Secretary.*
- iii. *All the cheques above Rs. 48,000/- will be signed by Rev. Asir Ebenezer, General Secretary along with any one of the following signatories namely; (a) Rev. Dr. A.G. Augustine Jeyakumar; (b) Ms. Rachna Singh.*

EC:2019:10 Matters from the Working Committee

I. Internships

It was reported that in the present system interns work as Program Assistant for respective ministries, and that it will be good to revive the general "Internship" program under the Youth Ministry based on the existing guidelines. It was decided to call for interns under the Youth Ministry based on the existing internship guidelines. Program Assistants may be recruited as required and subject to availability of funds under respective projects/programs for which they will be recruited.

II. Mission Guidelines

The Mission guidelines forwarded by Unity and Mission Program of NCCI was placed before the committee. The same was received and forwarded to the Constituents for review and comments.

III. Disability Guidelines

The IDEA guidelines forwarded by NCCI-IDEA was placed before the committee. The same was received and forwarded to the Constituents for review and comments.

IV. Letter from SALC, reference from UELCI

The General Secretary reported that a letter dated 9th February 2019 received from one Ms. M. Nirmala, claiming to be Secretary, SALC regarding the newly elected Officers and Chairman of Boards and that the letter was sent to the Executive Secretary, UELCI for guidance and reference. The General Secretary reported that according to UELCI this is a group that has gone against the SALC headed by Bishop O. Michael Benhur, the church that is on record with the NCCI.

It was resolved:

Res No. 09/EC/2019

To affirm the membership of the SALC headed by Bishop O. Michael Benhur as member of the NCCI.

EC:2019:11 Report of the Treasurer

The Executive Committee received the Report of the Treasurer on NCCI finances for the period *1st July to 31st December 2018*. The members appreciated the efforts made to strengthen the finances of the NCCI and resolved to approve the same with appreciation.

It was resolved:

Res. No. 10/EC/2019

The report of the Treasurer on NCCI finances for the period 1st July to 31st December 2018 were received and approved with appreciation.

EC:2019:12 Statement of Accounts

Mr. Ashish Mane, Finance Officer, NCCI presented the Statement of Accounts of the NCCI for the period 1st July 2018 to 31st Dec 2018.

It was resolved

Res. No. 11/EC/2019

The Statement of Accounts of the NCCI for the period 1st July 2017 to 31st Dec 2017 be approved.

EC:2019:13 Internal Audit Report (from 1st April to 30th September 2018)

Mr. Ashish Mane, Finance Officer, NCCI presented the report of the Internal Auditor with regard to the NCCI accounts for the period 1st April 2018 to 30th September 2018. The report was received and approved.

It was resolved

Res. No. 12/EC/2019

The report of the Internal Auditor with regard to NCCI Accounts for the period 1st April 2018 to 30th September 2018 be approved.

EC:2019:14 Budget for 2019-2020

Mr. Ashish Mane, Finance Office, NCCI presented the draft Budget of the NCCI for the financial year 2019-20.

It was resolved

Res. No. 13/EC/2019

The Budget of the NCCI for the financial year 2019-20 be approved and forwarded to the General Body as per procedure.

EC:2019:15 Report of the General Secretary

The General Secretary presented a report for the period September 2018 to February 2019. After hearing the report the committee suggested a correction in page no.5 of the General Secretary's report, "that the Membership Committee to forward to the Working Committee and then to the General Body. The applications who are rejected should be set aside."

It was resolved

Res. No.14/EC/2019

The report of the General Secretary on the NCCI be approved with the suggested changes with appreciation.

EC:2019:16 Preparations for the XXIX Quadrennial Assembly 2020

The General Secretary placed before the committee a list containing dates, venues and themes of the previous NCCI Quadrennial Assemblies. The committee after due deliberations authorized the General Secretary to write to the NCCI Constituent bodies requesting any offers to host the XXIX Quadrennial Assembly 2020.

EC:2019:17 Staff matters

I. Appointment of Executive Secretary, Women's concerns

The General Secretary reported that the post of Executive Secretary for Women Concerns is vacant and needs to be filled in. The committee discussed the matter and authorised the General Secretary to advertise the post and follow process of short-listing, interview and appointment at the earliest. The Committee proposed that the candidate should be Post Graduate with theological education, and age between 30 to 40 years with minimum 5 years of experience working with in women's group in the church. The last date of receiving applications is 10th April 2019.

It was resolved:

Res No. 15/EC/2019

The post of Executive Secretary for Women Concerns be filled at the earliest after following due process of advertisement, shortlisting of applicants and interview.

II. Employees needing extension of contract

The General Secretary reported that Mrs. Preeti Waghchoure, Library Assistant, and Mr. Peter Sebastian, Accountant-NCCI are finishing their contract with NCCI on 31st March 2019 and 31st May 2019 respectively. It was recommended that they be given an extension of contract service for a period of 3 years.

It was resolved:

Res No.16/EC/2019

- i. The contract service of Mrs. Preeti Waghchoure as Library Assistant be extended for a period of 3 years with effect from 1st April 2019.*
- ii. The contract service of Mr. Peter Sebastian, as Accountant-NCCI be extended for a period of 3 years with effect from 1st June 2019.*

It was further reported that contract of 7 daily wages workers (Mrs. Lalita Kore; Mrs. Aarti Zanjhote; Mr. Dadarao Brahmanwade; Ms. Saraswati Bele; Mrs. Anit Benny; Mrs. Sunita Rawate; Mr. Santosh Atram) who are working in the administrative office, garden, and guest house also needs extension. The committee discussed the matter and recommended that they be given an extension of contract for a period of 11 months.

It was resolved:

Res No. 17/EC/2019

The contract service of daily wages workers (Mrs. Lalita Kore; Mrs. Aarti Zanjhote; Mr. Dadarao Brahmanwade; Ms. Saraswati Bele; Mrs. Anit Benny; Mrs. Sunita Rawate; Mr. Santosh Atram) be extended for a period of 11 months with effect from 1st April 2019.

III. Confirmation of Mr. Prakash Meshram

The General Secretary recommended to confirm the services of Mr. Prakash Meshram as Electrician and put him in scale of NCCI with effect from 1st April 2019.

It was resolved:

Res No. 18/EC/2019

The services of Mr. Prakash Meshram as Electrician be confirmed with effect from 1st April 2019.

IV. Extension of services of Fr.Thomas Ninan and Mr. Vijayan Pillay

The General Secretary reported that the contract service of Fr. Thomas Ninan as General Coordinator, ESHA is concluding on 31st August 2019, likewise the contract service of and Mr. Vijayan Pillay as Programme Coordinator and Office Assistant, ESHA is also concluding on 31st August 2019.

After due deliberation it was resolved:

Res No.19/EC/2019

- i. *The contract service of Fr. Thomas Ninan as General Coordinator, ESHA be extended for a period of 3 years with effect from 1st September 2019, subject to an appraisal by the General Secretary.*
- ii. *The contract service of Mr. Vijayan Pillay, as Programme Coordinator and Office Assistant, ESHA be extended for a period of 3 years with effect from 1st June 2019, subject to an appraisal by the General Secretary.*

V. Case before the Deputy Charity Commissioner, Nagpur:

The General Secretary informed that one Mr. Manoj Soni, former staff of CSA, filed a complaint before the Deputy Charity Commissioner of Nagpur. The committee discussed the matter and authorized Rev. Asir Ebenezer, General Secretary of NCCI to deal with the case of Mr. Manoj Soni before the Dy. Charity Commissioner.

It was resolved:

Res No. 20/EC/2019

To authorize Rev. Asir Ebenezer, General Secretary of NCCI to deal with the case of Mr. Manoj Soni before the Dy. Charity Commissioner, Nagpur.

EC:2019:18 Any Other Business

I. NCCI representative to the ISPCK Board

The General Secretary reported that a letter was received from Rev. Dr. Ashish Amos, General Secretary of ISPCK, to nominate a representative from NCCI in the General Body of ISPCK for the period 2019-2022. The Committee discussed the matter and unanimously proposed the name of Mrs. Aleyamma Thomas, Vice-President to represent NCCI in the ISPCK General Body for the period 2019-2022.

It was resolved:

Res No. 21/EC/2019

Mrs. Aleyamma Thomas, Vice-President, NCCI is nominated to represent the NCCI in the General Body of ISPCK for the period 2019-2022.

II. Kandhmal Follow up

The General Secretary reported that 7 Christians are still in jail relating to violence in Kandhmal, several efforts are taken to release them.

It was resolved:

Res No. 22/EC/2019

To authorize the General Secretary to explore the possibilities to expedite the release of 7 Christians who are languishing in jail in connection with attack on Christians in Kandhamal.

III. Strengthen the Regional Christian Councils

The President advised that the Regional Christian Councils (RCC) should be strengthened and to revive the practice where NCCI used to give a small grant to RCCs for programmes.

It was resolved:

Res No. 23/EC/2019

To advise NCCI Secretariat to work in close cooperation with Regional Christian Councils so that the working relationship will strengthen ecumenism in the 18 regions represented by the RCCs.

EC:2019:19 Dates of Next Meeting

The President proposed that September 18-20, 2019 be the dates of the next meetings. The Finance Committee and the Working Committee could meet on 18th September 2019. The Executive Committee could meet on 19th September 2019 and the General Body could meet on 20th September 2019.

The venue of the meetings would be intimated soon.

EC:2019:20 Vote of Thanks

The General Secretary Rev. Asir Ebenezer thanked all the members and in particular the Office-Bearers, the Executive Secretaries, Interns and Staff of NCCI, and Recording Secretaries for their contribution in ensuring the smooth conduct of the Executive Committee meeting. He particularly thanked Most Rev. Dr. P.C. Singh, Moderator of CNI Synod and President of NCCI, for graciously hosting the meetings. He thanked Warden of CNI, General Secretary of CNI Synod, and also YMCA and YWCA Delhi for their cooperation in hosting the event.

EC:2019:21 Closing Prayer

The meeting closed with prayer by Bishop Johan Dang and benediction by Most Rev. Dr. P.C. Singh, President-NCCI.

Rt. Rev.Dr. P.C. Singh
President, NCCI

Rev. Asir Ebenezer
General Secretary, NCCI

Mr. H. Arthur Sadhanandham
Recording Secretary

Mrs.Rachna Singh
Recording Secretary