

THE INDIAN INSTITUTE OF METALS
“METAL HOUSE”
PLOT NO: 13/4, BLOCK-AQ, SECTOR-V, Salt Lake,
KOLKATA- 700 091

29th June 2018

NOTICE

To: **All Members of The Indian Institute of Metals**

NOTICE is hereby given that the **72nd Annual General Meeting** of The Indian Institute of Metals will be held on Saturday, the **28th July 2018** at **15:00 hrs at Tolly Club**, 120, Deshapran Sasmal Road, Tollygunge, **Kolkata, West Bengal 70033**, to transact the following:

I ORDINARY BUSINESS:

1. To approve and adopt the **Report of the Council** for the year **2017-18** (1st April 2017 to 31st March 2018.)
2. To approve and adopt the **Financial statement** for the year ended **31 March 2018**, and the Report of the Auditor's thereon.
3. To appoint the **Council** and the **Office Bearers** for the period **1st August 2018 to 31st July 2019**.
4. To **appoint Auditors** for the period from the conclusion of this Annual General Meeting till the conclusion of the next Annual General Meeting and to fix their remuneration.

II SPECIAL BUSINESS

To confirm appointment of Mr Kushal Saha designated as “Secretary General” by the Council of ‘The Indian Institute of Metals’, w.e.f. 01. 04. 2018, taking over from Mr Sadhan K Roy, whose 3 years’ term ceased on 31st March 2018.

“ SPECIAL BUSINESS:

To confirm appointment of Mr Kushal Saha designated as “Secretary General” by the Council of ‘The Indian Institute of Metals’, w.e.f. 1st April 2018, taking over from Mr Sadhan K Roy, whose 3 years’ term ceased on 31st March 2018.

SPECIAL RESOLUTION

“RESOLVED that the appointment of Mr Kushal Saha, designated as ‘Secretary General’ by the Council of ‘The Indian Institute of Metals’, be and is hereby approved, as per terms & conditions as set out below:

i). **Period:**

Initially for a period of 5 (five) years with effect from 1st April 2018, which may be extended for a further period at the discretion of the Council.

ii). **Nature of Duties:**

The whole time ‘Secretary General’ will function as ‘Chief Executive’ of ‘The Indian Institute of Metals’ (IIM), and report to the President. He will carry out his duties under directions of the Council and under supervision and control of the Council and the President.

He will be responsible to carry out all related functions as well as perform all duties of the Secretary as defined in the ‘Memorandum and Articles of Association’ of the Institute and would endeavour to enhance the image and the functioning of the Institute. He will

coordinate, promote and enhance the objectives with robust communications, skills and imagination.

iii). **Remuneration:**

(a) Salary:

Consolidated salary of Rs 60,000/- per month, subject to deduction of Tax at source as per prevailing Income Tax Act.

(b) Perquisites & Allowances:

In addition to the salary, re-imbursalment of local transport expenses subject to a maximum limit of Rs 13,500/- per month.

(c) In addition, re-imbursalment of all telephone charges relating to the Institute's (IIM) activities at actuals not exceeding Rs 18,000/- in a financial year.

iv) The appointment shall be subject to termination by either side by giving 3 (three) months notice in writing.

By Order of the Council
For The Indian Institute of Metals

Mr. SN Guha
Hon Treasurer

Explanatory Statement:

u/s 102 of the Companies Act 2013 in respect of the Proposed Special Resolution

Explanatory Note:

Mr Sadhan K Roy has served the Institute as 'Secretary General' since 01 April 2015 to 31 March 2018.

The Council in its meeting held on 24th February 2018 at IIM HO approved the appointment of Mr Kushal Saha as 'Secretary General' to take over from Mr Sadhan K Roy, w.e.f. 01 April 2018 on the terms and conditions, as decided by the Council which is set above, to be confirmed at the 72nd Annual General Meeting, scheduled to be held on 28th July 2018 at Kolkata.

Mr Kushal Saha, aged about 58 years is a graduate in Metallurgy from IIT Kharagpur, and a Member IIM, having over 35 years' experience in various capacities in the metallurgical gamut. His last position was that of a Director with M/s Heavy Engineering Corporation Ltd.

Mr Kushal Saha is concerned or interested in the special resolution.
Members are requested to kindly confirm the Special Resolution.

No Council Member other than Mr Kushal Saha is interested in the proposed Special Resolution except in their capacity as members of the Institute."

By Order of the Council
For The Indian Institute of Metals

Mr. SN Guha
Hon Treasurer