AIR FORCE & NAVAL OFFICERS' CGHS LTD.

Regd. No. - 477 / 80

Website : afnocghs.com
E-mail : afnoenclave@gmail.com
Ph.: 011-45718577

Plot No. 11, Sector - 7,
Dwarka, New Delhi-110075

AFNO/09
Ref. No. .....

Dated 31st Oct 2026.....

MINUTES OF THE SPECIAL GENERAL BODY MEETING OF AIR FORCE & NAVAL OFFICERS CGHS LTD HELD AT 10:00 A.M ON 25th OCTOBER 2026 AT COMMUNITY CENTRE

1.0 **CONVENING OF THE MEETING**. The meeting was convened by the Secretary, Management Committee under clause 51(2) of DCS Rules 2007.

2.0 Videography of the proceedings have been done as per the existing instructions of the Registrar of Co-operative Societies on the subject.

3.0 **CHAIRMAN OF THE MEETING.** The meeting was chaired by Gp Capt Nataraj Paul, President, Managing Committee.

4.0 **QUORUM OF THE MEETING.** Since the quorum was not complete the meeting was adjourned from 10:00 to 10.30 a.m. and subsequently from 10:30 am to 10:45 a.m. At 10:45 a.m. since the provisions of clause 48 (3) of DCS Rules 2007 was satisfactory with regard to quorum of the meeting, the meeting commenced thereafter.

5.0 **OBITUARY.** At the outset one minute silence was observed by the members in memory of a members who left for their heavenly abode in the period after last GBM.

Late AVM SK Jindal - Flat No 447

6.0 **CORRECTION OF THE MINUTES OF THE AGM HELD ON 06.09.2026.** Before taking up the agenda points, Secretary briefed the house for objections raised by Flt Lt SS Yadav, VSM regarding the recording of certain proceedings in the minutes of the previous Annual General Body Meeting held on 06.09.2026. It was acknowledged that the earlier minutes had incorrectly recorded an allegation of mala fide intention in connection with the proposal to constitute a Fact-Finding Committee. An omission concerning the handling of the case of Dr. Anjuna Dhir Vs AFNO CGHS Ltd was also brought to the attention of the House. A member referred to Bye-law 28 and raised the issue of obtaining prior approval of the General Body before the Management Committee initiates or defends legal proceedings on behalf of the Society. Flt Lt SS Yadav, VSM acknowledged that the minutes of the previous SGM had been recorded incorrectly in respect of the matter under discussion. The House was requested to consider and approve the amended minutes.

DECISION: Secretary requested to the house for amendment of minutes of previous AGM held on 06.09.2026 house unanimously approved the same.

7.0 **EXPECTATION SETTING AND ICE-BREAKER ACTIVITY** Before taking up the agenda items, Mrs. Urvashi, a member of the Management Committee, conducted an ice-breaker activity to encourage interaction among members and create a positive and participative atmosphere for the meeting. She also facilitated an expectation-setting exercise to understand members' expectations from the meeting and encourage constructive participation in the discussions. The activity aimed to promote open communication, mutual understanding and a collaborative approach towards addressing the Society's matters.

8.0 **OPENING ADDRESS BY CHAIRMAN.** The President thanked the members for the confidence placed in the newly elected Management Committee and outlined the key priorities of the MC. The major priorities included conducting a fresh structural safety audit of the society buildings, including the basements; completing the required documentation and submission on the DDA portal through an eligible architect; reviewing staff salaries and service conditions; and addressing solid waste management requirements in view of the applicable directions of the Hon'ble Supreme Court. The President also acknowledged the efforts of the previous Management Committee in completing the CCTV project. The Chairman acknowledged the dedicated and hard work by Air Cmde Deepak Pandey and Wg Cdr Balraj Pahuja to bring the CCTV project to fruition .The agenda items were thereafter taken up for discussion.

AGENDA POINTS

9.0 STRUCTURAL SAFETY AUDIT OF OUR SOCIETY BUILDINGS AND BASEMENT , AS PER RCS LETTER F/47/RCS/Policy/27/Misc/219-225 DATED 1 OCT 2026. The House discussed the need for conducting a fresh structural safety audit of the society buildings, including the basements, in view of the communication received from the Registrar of Cooperative Societies dated 1 October 2026 and the applicable Government directions and a number of cracks developed in the columns and walls.

The President explained that the society's buildings date back to 1994 and that a fresh structural safety assessment was considered important. The initial process had involved civil engineers from the society and a member who volunteered for the task :-

Brig Dinesh Kumar Tyagi	- Flat no.656 -	Presiding Officer
Col Rajeev Sood	- Flat no.647 -	Member Sub-committee
Sh Avinash Verma	-Flat no.231 -	Member Sub-committee
Sh Ramesh Tomar	- Flat no.481 -	Member Sub-committee
Sh Manish Ravi	- Flat no.322 -	Member Sub-committee

It was informed that a pre-bid meeting had been held and that 13 architects had been

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invited, of whom two attended and another one submitted a tender bid, as reported during the meeting. The Request for Proposal (RFP), prepared with the assistance of the civil engineering team, had been circulated to members through email and WhatsApp. Some members questioned the need for a fresh audit when an audit had already been undertaken earlier in 2021. The MC clarified that the Government had issued directions making the structural safety audit mandatory. A member enquired whether the audit would include the rooftop areas. The MC stated that this aspect would be examined while finalizing the scope of work. Another member requested that the cracks observed in Blocks 1 and 6 be covered under the audit, and the MC confirmed that these concerns would be included for examination.

DECISION: The House approved the proposal to conduct a fresh structural safety audit of the society buildings with the ongoing board of officer. The expenditure of Rs.400000/- on the audit shall be met from the Building Maintenance Fund (BMF). The scope of the audit shall include the identified structural concerns, including the cracks in Blocks 1 and 6 and basement structure. The inclusion of rooftop areas shall be examined while finalizing the scope of work.

9.1 **SEEPAGE IN FIRST-FLOOR FLATS.** The Secretary informed the House about seepage affecting first-floor flats in the society. During the discussion, different figures were mentioned regarding the number of affected flats. The President said that at present seepage was from 17 flats and emphasized that the cause of seepage should first be established before undertaking repairs so that expenditure is incurred on appropriate and effective remedial measures. It was suggested that work could initially be undertaken in one or two flats where the cause of seepage could be clearly identified. Other affected flats would be examined separately before deciding on the necessary repairs. Certain flats in Blocks 2 and 4– 6 were mentioned as possible locations for initial work, subject to technical assessment.

DECISION: The MC shall investigate the causes of seepage before commencing repairs, verify the actual number of affected flats and identify suitable locations for initial remedial work. The details of the flats and the final repair plan shall be confirmed after technical examination. The repairs will be carried out from BMF .

10.0 HIRING OF DDA EMPANELED ARCHITECT FOR UPLOADING THE OBPS PORTAL OF DDA. FOR COMPLETION CERTIFICATE (COC). Secretary explained that we have received a reminder cum warning letter from DDA dated 05.10.2026. As per the letter, the proposal for CoC for uploading the drawings in the DDA OBPS portal is to be done on priority. Some members brought out whether the ongoing cases will affect the outcome on CoC. It was explained that, it is an ongoing process and at this stage uploading of the drawings and the related documents was the top priority in view of DDA reference letter. This is a specialized job to be done by a DDA empaneled Architect. The expenditure will not be exceeding Rs.4 lakhs for this task. Flt Lt SS Yadav, VSM pointed out that earlier an Architect was engaged for Rs.50000/-, so why another Architect for Rs.400000/- now. Secretary explained that an MCD-empanelled architect had previously been engaged only for preparation of new architect design (approved in AGM held on 05.10.2025). The drawings had been prepared in AutoCAD and in hard-copy form and had been shown to DDA. The amount of ₹50,000 paid to the earlier

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architect was towards preparation and modification of drawings, and not for online submission on the DDA portal.

The Secretary informed the House that the outstanding requirement was to upload the proposal and supporting documents through the DDA Online Building Permit System (OBPS). It was stated that the DDA had issued a letter dated 5 October, referring to compliance with the relevant Hon'ble High Court order dated 18 December 2025 and warning of further action in the event of non-compliance. The next court hearing was stated to be scheduled for 16 December 2026.

The Secretary explained that the present submission required the engagement of an architect eligible to undertake the DDA portal process. Quotations had been obtained from architects whose details were reportedly provided by DDA. The proposed scope included finalizing the drawings, preparing the structural safety certificate and inspection report, compiling and digitizing documents, uploading the proposal to the portal and uploading the residents willingness forms.

It was stated that resident's willingness forms had been collected by the previous management and that approximately 66% of the Society's members, or about 250 members, were required for the relevant submission, as explained during the meeting.

A member raised concerns regarding a possible discrepancy in the drawing of the third bedroom and questioned whether the area reflected in the drawing corresponded with the area stated in the perpetual lease deed. It was agreed that the technical details would be checked with the architect and, if necessary, with DDA. Members were invited to inspect the relevant drawings and documents at the Society office.

DECISION: The house unanimously approved the proposal not exceeding a cost of Rs.4 lakhs. Amount of Rs.4 lakhs (Rupees four lakh only) would be equally contributed by all members on pro rata basis.

11.0 **DIWALI MELA CELEBRATIONS AND STAFF BONUS.** Secretary explained that Diwali mela will be celebrated on 6th November 2026 befitting the fraternity at a contribution of Rs.600/- per flat, similar to last year. This will also cater for staff bonus.

DECISION: The proposal was passed unanimously by voice vote.

12.0 **INCOME TAX LIABILITY FOR THE ASSESSMENT YEAR 2015-16.** The House discussed the outstanding income tax liability of the Society and the financial implications of delaying a final decision. It was pointed out that the Society was paying approximately ₹13,000 per month in interest on the outstanding liability. A member observed that the interest burden could increase further if the matter remained unresolved.

The President clarified that the tax consultant would be engaged to explore the possibility of reopening the case and obtaining relief. If the attempt was unsuccessful, the matter would be

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brought back before the General Body for a final decision regarding payment of the outstanding liability.

DECISION: The House agreed for hiring of any agency for sorting out income tax dues from Income Tax Department. Thereafter, if the matter is not sorted out by hiring of agency within six months, it will be placed before the General Body for ta final decision again.

13.0 **REPLACEMENT OF HT PANELS IN SUB-STATION.** The Secretary brought out that the previous President MC has recommended a change of 4 OCB's of HT Panel with latest technology. OCB is an old technology and this require replacement of complete HT Panel. The Electrical member informed the house that the present HT Panel is 28 years old & is not performing its job of protecting Transformers. Also due to use of Oil Circuit Breakers in HT Panel and house inside the building does not meet the fire and electric safety norms thus endangering life of residents staying in the block where the substation is housed. So it should be replaced immediately. The approximate cost is around 24 Lakhs. Air Cmde JK Thakur also had similar views and gave few examples in support of the complete change of HT Panel. Gp Capt UC Prasad was against this proposal because two years back the person who carried out that this work told him that it will have a life of 4 to 5 years. However one OCB had a problem after two years of operation and repaired at a cost of around Rs.43000/-. Air Cmde SB Prasher, AVSM VSM suggested the house to service the remaining 4 OCB's and continue for some time. The Present MC brought out that the AMC of the system was discontinued about 10 years back. The house decided that the service/ repair be carried out of old HT panel & then AMC be done to run the system.

DECISION: The House decided that the existing HT panel would continue to operate for the time being. The MC shall arrange servicing, testing and certification of all OCBs and pursue an appropriate Annual Maintenance Contract (AMC). The contractor's qualifications and license status shall be verified, and the suitability and quality of components shall be checked. The proposal for replacement of the HT panel shall be considered separately at a later stage.

14.0 **RESTRUCTURING / INCREASE OF STAFF SALARY** The House discussed the proposed salary revision for Society employees. Wing Commander Maurya and Sh Vijander Singh Jaggi explained the calculations and the proposed increases in basic salaries. It was explained that the percentage increase would vary according to the existing basic salary of each employee. For the Manager, Supervisor and Accountant, the proposed increases were similar in amount, but the percentage increase was lower due to their comparatively higher basic salaries. For the electricians listed at Serial Nos. 5, 6 and 7, whose basic salaries were approximately? ₹10,200–₹10,820, the Board proposed a monthly increase of ₹2,000 instead of ₹1,000. This would result in an increase of approximately 27%–29% of their basic salaries.

The proposed increases for security guards and other employees were also explained. It was noted that employees with higher existing basic salaries would have a lower percentage increase even where the amount of the increase was the same.

Regarding housekeeping staff, it was explained that their initial salaries had been fixed at a

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relatively low level when the services were previously outsourced. The Board proposed an additional increase of ₹500, taking the total proposed monthly increase to ₹1,500. An example was discussed of a salary increasing from approximately ₹9,000 to ₹11,314.

The proposed salary revision was estimated to result in an additional contribution of approximately ₹163 per member, rounded to ₹165 per member It was clarified that the calculation did not include honorarium, as its payment was subject to individual circumstances.

Members raised questions regarding the continuation of honorarium and whether it should be incorporated into the regular salary structure. It was suggested that the honorarium issue be considered separately from the proposed salary revision. The President opined that the existing honorarium could be merged with the salary.

The House also discussed whether annual increments should remain fixed at 6% or be revised to 5%. The house also decided that annual increment should remain at 6%.

The House discussed the need to improve the performance, accountability and service standards of Society employees, particularly security guards.

Flt Lt SS Yadav, VSM raised concerns regarding the conduct and vigilance of security personnel and emphasized that security guards should remain alert, follow established security procedures and question or stop persons when required under the Society's security protocols.

Members stressed that the duties and responsibilities of all employees, including security guards, electricians, plumbers, gardeners, housekeeping staff and supervisors, should be clearly defined in writing and consistently implemented. The Secretary clarified that duties and responsibilities of each employee and supervisor had been defined (this will be reviewed periodically) and will be displayed and employees will be educated at intervals and their performance will be monitored .The need for an experienced person to assist with human resources and staff management was also highlighted.

A member recommended that Group Capt PK Agnihotri and Mr Manish Ravi, be actively involved in the rationalization exercise. It was also requested that the exercise be completed within approximately two to three months. The same was accepted for action by MC.

The MC informed the House that the duties and responsibilities of the employees had already been formulated, signed and kept at the Society office. A monitoring system involving workers and supervisors had also been instituted to strengthen accountability.

DECISION: The proposed salary revision were unanimously approved by the house as per recommendations of the board.

15.0 **AMC FOR CLEANING OF SOLAR PANELS.** The House discussed the proposed annual expenditure of up to ₹6 lakh for cleaning and servicing the rooftop solar panels.

Members questioned whether the proposed cost was on the higher side and suggested

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exploring alternative vendors. A member referred to an indicative estimate from Tata and suggested that the annual expenditure should ideally be in the range of ₹4 lakh to ₹4.5 lakh.

Members emphasised the importance of obtaining Tata's technical guidance to ensure that the cleaning and maintenance procedures and the selected vendor's work would not affect the system warranty.

The MC stated that vendor selection would be based on experience, quality of previous work, technical suitability and cost, rather than the lowest quotation alone. The quotation submitted by the existing contractor, M/s Asterock Energy Pvt Ltd , was considered significantly higher.

The possibility of using Society staff for panel cleaning was also discussed. The MC explained that the selected vendor and the maintenance process would have to meet Tata's applicable technical requirements.

DECISION. The proposal of AMC for solar panel cleaning not exceeding Rs.6 lakhs was passed unanimously.

16.0 **INCREASE OF MAINTENANCE CHARGES.** The House discussed the additional expenditure arising from various requirements, including the solar power system. The additional expenditure was stated to amount to approximately ₹343 per person, and a proposal was put forward to increase the monthly maintenance charges by ₹350 per person. Members emphasised that the monthly financial reporting format should clearly show the amount collected, expenditure incurred, monthly surplus or deficit and the balance carried forward to the following month. It was suggested that any maintenance increase should be supported by a transparent, item wised statement of actual financial requirements. It was also discussed that the proposed increase could be reviewed in light of actual requirements and that the amount might be adjusted upwards or downwards depending on the Society's financial position.

The possible reintroduction of AMC reportedly discontinued for approximately ten years, was discussed. The estimated additional cost was stated to be approximately ₹20–₹30 per month, and members requested that this expenditure be clarified and accounted for separately.

The House also discussed the adequacy of the existing funds for future structural repairs. A member expressed concern that structural repair costs might exceed the earlier estimate of ₹60 lakh and suggested creating a separate fund. The MC stated that the existing funds were considered sufficient for the time being and that additional FDs could be encashed if required. A review after approximately 1.5 to 2 years was suggested.

The BMF / BRF -related calculations were not discussed in detail, and the MC stated that these would be presented separately.

DECISION: The house unanimously proposed and approved the proposal for increase of maintenance charges Rs.400/- per month per member .

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17.0 **FACT FINDING COMMITTEE.** The House discussed the pending matter of the Fact-Finding Committee, which had been constituted pursuant to a decision of an earlier AGM. The matter related to issues concerning the disposal of the transformer, the RFP and procedural aspects of the solar system installation. Secretary stated that Mr. Avinash Verma and Mr. Manish Ravi were already members of the committee and that one additional member was required to complete its composition. It was also mentioned that a member had earlier recused himself, citing concerns regarding the constitution of the committee and commencement of its work. A member questioned the need to continue the Fact-Finding Committee in view of proceedings reportedly initiated before the Dwarka Court and the Registrar of Cooperative Societies. Different views were expressed regarding the outcome of those proceedings and their effect on the committee's work.

Flt Lt SS Yadav, VSM stated that the decision to constitute the committee had been taken by the AGM and that the MC should proceed in accordance with the AGM's decision. The member also contended that the court proceedings had been disposed of under Section 17 and should not, by themselves, be treated as a reason to discontinue the committee.

DECISION. A member suggested the name of Wg Cdr BP Singh and the same was accepted by house.

18.0 **TO INCREASE MC MEMBERS STRENGTH FROM 7 MEMBERS AT PRESENT TO 9.**

The House discussed a proposal to increase the strength of the Management Committee from seven to nine members.

It was stated during the discussion that the Society's bylaws permit an MC strength between five and fifteen members, while the existing committee comprises seven members. In view of the growing responsibilities of the Society, including building repairs, sewerage systems, CCTV infrastructure and the proposed new substation, it was suggested that two additional members would help distribute the workload.

Members supported the need for adequate representation and assistance in managing the Society's affairs. Concerns were also expressed regarding the availability of office space and the need to ensure that any increase in the number of MC members did not affect the efficiency of day-to-day functioning.

It was suggested that routine office work could continue to be handled by the President, Secretary and Treasurer, with the MC meeting periodically and remaining actively involved in Society affairs.

DECISION: The proposal to increase the MC's strength from seven to nine members received support during the discussion. The proposal for increase of strength of MC members from 7 to 9 unanimously approved by the house.

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19.0 **CONCLUSION OF THE MEETING** The meeting concluded after discussion of the agenda items at 13.30 pm.

20.0 **AUTHENTICATION OF MINUTES.** The above minutes were discussed in the MC meeting held on 31st October 2026 and approved for its release.

Gp Capt Nataraj Paul
President

Gp Capt PV Singh
Secretary

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New Delhi-110075