

Draft

Minutes of Executive Committee meeting held on 20-9-08 at Biotech Park from 1730 hours

**Present :**

Dr PK Seth, President AKWL & CEO , Biotech Park  
Mr Jayant Krishna, Principal Consultant, TCS  
Mr VB Singh, Director, Valutel & VP, AKWL  
Mr Dileep Kumar, Secretary, AKWL & Consultant, E&Y  
Dr CB Thapa, Treasurer-AKWL & Company Secretary, SICCL  
Dr HM Behl, Consultant, Biotech Park  
Mr Manu Agarwal, Director, Insight Solutions  
Mr Manish Kumar Jha, Manager, ACS Bioinformatics  
Dr Saeed Ahmad, Director IQRA/ Human DNA Bank  
Dr DS Yadav, Professor, CSE,IET, UPTU  
Dr BN Mishra, Professor, Biotech, IET, UPTU  
Sri PS Ojha, Head, Bioenergy Mission, GOUP  
Dr CP Dwivedi, Director, Sherwood College E&T  
Dr NC Shah, , Retd Scientist, CIMAP  
Sri LC Rastogi, Chairman, Rohtas Projects Ltd  
Vickram Raizada, Dy Director, CRC, Amity University  
Mr Rajiv Goyal, Chief Project manager, Pragati, UPRVUNL  
Mr Amit Gupta, CEO, HariHar Bio, Biotech Park  
Mr Ajeya Singh, RM,CMC Ltd

**Proceedings:**

Dr PK Seth welcomed all participants, thanked them for attending the meeting,

Participants were requested to introduce themselves in short.

Discussion were held as per agenda and the following decisions recorded at the end of the agenda point:

1. Confirmation of the minutes of meeting held on 5-4-08:  
**Decision** - approved
2. Ex post facto approval of "income and expenditure" of event "IT&BPO destination Lucknow" organized with NASSCOM on 30-8-08. Lessons from experience of the event for future events may be identified (e.g. program to be designed so that date may not be changed as per availability of The Principal Secretary, GOUP and to care more about interests of the sponsors/ advertisers, so that they may support us in future also

**Decision:** Income and expenditure statement as per details in annexure 2 were approved. EC appreciated savings of Rs Two lacs approximately by the organization committee. EC appreciated the contributions and efforts made by Sri Jayant Krishna , Mr Dileep Kumar & Mr Manu Agarwal in

organizing the event. EC gratefully acknowledged the financial support provided by builder's association, viz. UPREDCO, M/s ANSAL- API, Sahara, Amity University, UPTec, Ernst & Young and advertisers. President, AKWL will write them letter of thanks.

EC noted views of UPREDCO regarding the event through Sri LC Rastogi. The next event at NOIDA may be planned after consulting the Chief Secretary, GOUP, for addressing problems of IT investors at Noida. Agenda of the meeting may include a business to business meeting between potential investors at NCR and Real Estate providers at Lucknow, as per AKWL's commitment. Invitation for the meeting may be sent to CEOs of IT & BPO industry through NASSCOM. STPI may also be invited to collaborate in the event.

Mr VB Singh, Vice President, AKWL, may approach Sahara India Pariwar to create a commercial tower at Lucknow exclusively for knowledge based industry

3. To merge two working groups viz. Learning & Development and Industry Institute Partnership & Career Counseling, keeping in view shortage of owners of the activities and merged group may be named "Knowledge Center for Capability development" with following objective: "To provide trained highly skilled manpower for BPO and KPO industry, related to IT & Biotech industry. AKWL to act as a facilitator between qualified persons and industry, to make them employable. It will be similar to internship of medical graduates, in which senior professionals from industry will be trainer".

Initially AKWL may not have break even on such programs, but once it establishes credibility as high quality training provider, break even point can be achieved soon.

**Decision:** To wind up two working groups, as proposed and the activities assigned to these groups may be done through balance functional working groups. Proposal of capacity building activities as per details in annexure 1 were approved.

Sri Ajeya Singh, RM, CMC Ltd agreed to select few interns in cooperation with AKWL

#### 4. To plan events to be conducted in current FY and later on

**Decisions** taken by KC for BioSc & Agribusiness promotion on 20-9-08, were approved,

as follows

- ? One day seminar on Biofuels: **Decision- The seminar shall be organized in association with Bioenergy Mission, GOUP. The Biotech Park, Lucknow and AKWL shall be organizing partner.. tentative date is Dec 5-6,2008**
- ? To discuss on holding a one day meet of Biotech industries HR Managers in association with Association of Biotechnology Led Enterprises (ABLE). **Decision: Initially a concept letter shall be send to Universities/Institutes and Industries in**

order to know their response and based on their responses, the further course of action shall be decided.

- ? A Mega U.P. Bio event in Lucknow on lines of Bangalore Bio in collaboration with local CSIR labs, Biotech Park, CII, FICCI, ASSOCHAM, ABLE and U.P. Government in the next year.

**Decision:** The need to organize such an event was expressed by majority of members. Such an event may be planned in Novemebr 2009 and Dr P.K.Seth was authorized to form a concept plan and form a core group in due course of time.

5. Any other point with permission of the chair  
EC approved fixed deposit of surplus generated due to event on 30-8-08, at a scheduled Bank or HDFC

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**Annexure 1**

**AKWL- Capacity Building Working Group (for BPO & KPO , other industry sectors):**

**Level 1 :** for fresh University pass out of professional courses ( say B.Tech, MCA, MBA , M.Sc in Life Sciences etc): internship program at industry under guidance of professionals working in industry. It will training of soft skills and capability building for employment in Call centers etc

**Level 2:** for Junior executives/ faculty ( experience more than one year and less than five years) for career advancement/ value addition in their present career and entrepreneurs, Trainers will be senior professionals in the specialized field. Senior executives to be made available for short term training, from NCR if not available in Lucknow

**Level 3:** for executives / faculty more than five years experience. Training/ Guidance to be imparted by super specialists to be drawn from all over India. It will include research work, publications in reputed journals, patents development & registration etc

**Strategy:**

- 1.To initiate the activities, for which members are ready to own responsibility. These project leaders have to make a presentation of their road map.
2. Activities should be planned so that there is no financial liability on AKWL, however for initial six months AKWL may bear minor losses to create its credibility in the market.
3. Honorarium will be paid to resource persons and fee will be charged from beneficiary of the program. AKWL as facilitator has to arrange infrastructure for the project
4. Number of the programs to be organized will depend on market response

**Process to be adapted to achieve goals**

- ? **Identification** of organizations willing to cooperate in the internship scheme and willing to provide resource persons to be trainer. To crate database of the trainers
- ? Training needs assessment, as per market demand, using interface with industry and institutions, training organizations etc, including HR department of the industry/ recruitment agencies, professional associations like ABLE, NASSCOM etc

- ? Selection of suitable mentors/ trainers and trainees, period of the training/ curriculum, training fees, venue of the training etc
- ? Issue of the certificate duly signed by AKWL and the trainers, continue follow up of the trainees till he/ she is professional engaged in job

Annexure 2

**AKWL-NASSCOM Conference on 30-8-08 Income & Expenditure Account (Provisional)**

Expenditure detail	Amount Rs	Receipts source	Amount Rs
Stationary & Printing	5913	<b>Sponsorships</b>	
Delegate kit	5770	Ansal	173017
Refreshment	467	API	
Hotel-Taj & Clarks	222342	Amity University	71760
Residency		UPREDC	150000
Gifts & Mementos	33745	O	
Photography	1340	Ernst & Young	49485
Backdrop & Video etc	30000	UPTec*	
		Sub-	444262
		Total	
Courier service	4157	<b>Advertisements</b>	
Petrol & Conveyance	6250	Sahara Next	24717
Administrative expenses	11300	SICCL	24717
other payables	6000	APV	5000
		India	
Total Expenditure	327284	RR infrastructure	15000
expenditure on Souvenir *		Sub Total	69434
		Total receipts	<b>513696</b>
		<b>Receivables</b>	
		PNBIT	15000
		Yash Telecom	10000

\* Souvenir expenditure borne by UPTec Computer Consultancy Ltd

**Difference of Income & expenditure, excluding receivables** **186412**

Note: Income does not include TDS and receivables

The meeting ended with thanks to chair and to all participants. All the participants were requested to attend dinner and continue discussion in informal way

Dileep Kumar  
Secretary