

MINUTES OF THE 44th MANAGEMENT COMMITTEE MEETING HELD ON

24.02.2026 AT 10.30 AM IN CONFERENCE HALL, KSCSTE-KFRI.

Date: 24.02.2026

Time: 10 :30 AM

Location: KFRI Conference Hall

Presided by: Director, KSCSTE-KFRI, Dr. Kannan C S Warriar

Members Present:

Dr. Sabu A, Member Secretary, KSCSTE

Smt. Anuradha K C, Additional Secretary, Dept. of Science and Technology

Dr. V Anitha, Chief Scientist, KSCSTE-KFRI

Col. Johnson Thomas, Registrar, KSCSTE-KFRI

Meeting Proceedings:

The Director Dr. Kannan C S Warriar warmly welcomed all members of the Management Committee (MC) to the 44th MC meeting. The meeting proceeded with the discussion of agenda items. Each agenda item was carefully deliberated and the corresponding decisions were recorded respectively.

Agenda No	Item	Point for Decision	Decision
44.1	Confirmation of the Minutes of the previous meeting (43rd MC held on 10.09.2025)	Confirmation of the Minutes of the 43rd Management Committee.	Approved
44.2	Action Taken Report (ATR) on the decisions of 43 rd MC Meeting		The Director provided updates on the implementation status of the decisions made during the previous meeting (43 rd MC). The Committee placed on record the following observations and decisions. • Approved Annual Accounts as on 31 st March 2024.


Dr. Kannan C S Warriar
Director

			<ul style="list-style-type: none"> Recommended to place the proposal to extend the ESI coverage to all daily wage staff to Executive Committee of KSCSTE MC expressed displeasure in non-implementation of majority of the Management Committee decisions.
44.3	Director's Report		<p>Noted and offered following suggestions.</p> <ul style="list-style-type: none"> Management Committee suggested to issue an appreciation letter to Dr. S Sandeep on considering his achievements.
44.4	Approval of Annual Report (2024-2025)-Draft	Management Committee is requested to approve the Annual Report for the year 2024- 2025.	Dropped
44.5	Approval of Annual Budget (2026-2027)	Management Committee is requested to approve the Annual Budget Proposal for 2026-27.	Ratified
44.6	Approval of KFRI Annual Accounts - Statutory Audit Report	Whether the audited Balance sheet as on 31st March 2025 and audited Income and Expenditure account for the year ending 31st March 2025 can be approved?	Approved

44.7	Approval of the assessment of KSCSTE-KFRI Scientists held on 27 and 28 January 2026	Approval of Management Committee is sought for the implementation of the Assessment Promotion given to the eligible Scientific Staff of the Institute as in the minutes of the Assessment interview held on 27 and 28 January 2026.	Approved.
44.8	Ratification of additional works executed at KSCSTE-KFRI Seed Museum	Whether the Management Committee ratify the additional work executed at Seed Museum.	Ratified
44.9	Ratification of award of work of Kannara water supply scheme	Whether the Management Committee Ratify the Award of work of Kannara Water Supply Scheme for ₹ 65,99,991.	Ratified
44.10	Approval for additional increment on the appointment of Registrar KSCSTE-KFRI	Whether Management Committee permit approving two increments on initial appointment of Colonel Johnson Thomas, Registrar KSCSTE-KFRI w.e.f 30.07.2025.	Recommended to place the matter in the Executive Committee.
44.11	Approval for the payment of EPF contribution of salary arrears from KSCSTE-KFRI SGF fund	Approval to use Self Generating Fund for processing the payment of EPF contribution from salary Arrears.	Approved for making the payment in a phased manner
44.12	Approval for the expert panel for the assessment of Administrative & Technical staff	Whether the panels of experts for new appointment and assessment promotion of Administrative and Technical staff are approved?	Approved

44.13	Approval for the corpus fund committee of KSCSTE-KFRI	Whether the Management Committee approve the Draft Corpus Fund Committee of KSCSTE-KFRI submitted.	Approved
44.14	Ratification of lease agreement registration process executed between KSCSTE-KFRI and Kuzhur Grama Panchayath	Whether the Management Committee ratify the lease agreement registration process executed between KSCSTE-KFRI and Kuzhur Grama Panchayath.	Ratified

The Management Committee also decided to

1. Implement the segregation of 50% of the academic fee to the concerned Department head immediately.
2. Hand over the vehicle purchased for Nilambur Sub centre at the earliest.
3. Prepare a report with the service details of contract Drivers to KSCSTE to take a decision.
4. Implement the payment of promotion arrears of Scientists with immediate effect.
5. Decided to circulate all the approved minutes to all Department heads and website.

Meeting concluded at 12 Noon.

Dr. Kannan C.S. Warriar
Director

KSCSTE- Kerala Forest Research Institute
Peechi-680653, Thrissur, Kerala