



भारतीय सामग्री प्रबंधन संस्थान
Indian Institute of Materials Management
VADODARA BRANCH

2nd Floor, Vishal Chambers, 34, Vishwas Colony, B/h. Alkapuri Shopping Centre, Alkapuri, Vadodara - 390 007
Mobile: 70439 59060, 78020 53410 • Email: iimmbd@yahoo.co.in; iimmbard@gmail.com • Website: www.iimm.org; www.iimmvadodara.org

Ref No: AGM – 60 / 2023

Date: 04.07.2023

To: All Members of IIMM Vadodara Branch.

Sub: Notice Regarding Annual General Meeting 2023.

The Notice is hereby given that **60th Annual General Meeting of Indian Institute of Materials Management, Vadodara Branch** will be held **Physically on:**

“Saturday, 29th July, 2023 at 6 PM”.

**At Hotel Grand Mercure Vadodara Surya Palace,
Near Parsi Agiyari, Sayajigunj, Vadodara**

“AGENDA”

1. To receive and consider Audited Income and Expenditure Account and Balance Sheet for the year ending 31.03.2023. (Copy Attached).
2. To Appoint an Auditor or Auditors for the ensuing year.
3. To consider any other matter that may be brought forward for which written notice of at least seven days has to be given before the date of AGM.
4. As per decision of Executive Committee, it has been decided to appoint Mr. D.R. Yadav as the returning officer for performing the activity of election for New Committee.
5. Nomination form is enclosed herewith and those interested to contest Elections for the new committee may fill up the nomination form. The last date for filling up the nomination forms is **17.07.2023** upto 6PM and the last date for withdrawal of nomination form is **20.07.2023** upto 6PM.
6. To elect office bearers and members of the branch committee for tenure of 2 years as provided under the byelaws. (Nomination Form and Rules & Procedures attached)

The Function will be followed by dinner along with Spouse.

*AGM Notice is also published in IIMM Vadodara Website: www.iimmvadodara.org

Looking forward to meet you all at the AGM

Thanking You,

Yours Faithfully


Dr. Bharti Trivedi

Chairperson

IIMM, Vadodara Branch.

RULES AND PROCEDURES FOR FILLING OF NOMINATIONS.

1. Nomination Form for election of Office Bearers / Members of the Branch Committee and National Council Members is enclosed. Election will be held for all the posts of the Branch Committee viz Chairman, Vice- Chairman, Hon. Secretary, Hon. Treasurer, 6 Executive Committee Members and 5 NC members (Total 15 members to be elected) for tenure of 2 years. (cl 61 (a)). Please return the same duly completed and signed by eligible contestant, proposer and seconder in a closed envelope subscribed "NOMINATION FORM" so as to reach the Hon. Secretary at the above address latest by 6 PM on 17/7/2023. Nominations will be scrutinized the same day i.e. at 6:10 PM by the nominated Election Officer at the IIMM Office. Withdrawal of nominations are permitted till 20/7/2023 up to 6.00 pm.
2. Member/ Members who have enrolled as member / members at Vadodara Branch only shall be entitled to contest and also to vote.
3. Only Fellow Members, Full Members, Life Members, Life Fellow Members entitled to one vote each at the AGM provided they have paid their subscriptions in full and received by National HQ Navi Mumbai before 30/6/2023 for the year 2023-24. Associate Members and Distinguished Members are not entitled to vote and hence nomination forms are not being sent to them. (CL 28).
4. Only those members who have attained the age of 30 years on the date of nomination, have completed minimum 2 years of Membership of the Institute are entitled to contest. (CL 21 (f) (ii)).
5. Institutional Members are not entitled to contest for election as office bearers to the National Council or Branch Committee (CL.13)
6. Any member who has functioned as an office bearer for a term of two years shall not generally be nominated for the same position (CL.62 (iv)).
7. Self-Nomination shall not be accepted (CL.62 (v))
8. As per by – law 39 (C) a member cannot seek election for more than one position of office Bearer at Branch or National Level. If any member files his nomination for more than one position at Branch Level, he should communicate before withdrawal date by 6.00 pm failing which his nominations for all positions shall be treated as void.
9. The Entire election process will be conducted under the supervision of concerned election officer.
10. The election process will be carried out as per the guidelines received from the NHQ.

Encl.: Nomination Form.

IIMM VADODARA BRANCH COMMITTEE MEMBERS FOR THE YEAR 2021 -23

Chairperson: Dr. Bharti Trivedi

Vice Chairman: Mr. Rakesh D Desai

Hon. Secretary: Mr. M. R. Patel

Hon. Treasurer: Mr. A.K. Parmar

Committee Members

Mr. Hardik Shah

Mr. Kishorkumar M Patel

Mr. V.B. Harani

Mr. Surendra Dhumal

Mr. Ajay Shukla

Mr. Rajesh Mehta

National Council Members

Mr. L. P. Patel

Mr. D.B. Trivedi

Mr. Malay C. Mazumdar

Mr. B.S. Sodha

Mr. Anand Purohit

Co-Opted Member

Mr. Krunal Shah

ELECTION OF BRANCH OFFICE BEARERS & MEMBERS FOR 2023-2025

NOMINATION FORM

Sr. No.	Positions	Name of the Nominee Proposed (in Block Letters)	Tenure of Membership of Nominee in IIMM	Signature of Nominee to Indicate his / her consent
1	Chairman			
2	Vice Chairman			
3	Hon. Secretary			
4	Hon. Treasurer			
5	E.C.Member			
6	E.C.Member			
7	E.C.Member			
8	E.C.Member			
9	E.C.Member			
10	E.C.Member			
11	N.C.Member			
12	N.C.Member			
13	N.C.Member			
14	N.C.Member			
15	N.C.Member			

Proposed By _____
Name in Block Letters

Signature _____
and Date

Seconded by _____
Name in Block Letters

Signature _____
and Date:

Please note that beside these 15 elected members the branch committee will have
Two Co-Opted Members and the immediate Past Chairman.
The above form duly filled in and signed should reach -

The Hon. secretary,
Indian Institute of Materials Management

2nd Floor, Vishal Chambers,
34, Vishwas Colony,
Alkapuri, Vadodara -390 007

On or before 17.07.2023 up to 6-00 PM in a closed cover subscribed "NOMINATION FORM"



**REPORT OF BRANCH AUDITOR RELATING TO ACCOUNTS OF IIMM -
VADODARA BRANCH AUDITED UNDER SUB-SECTION (2) OF SECTION 33 & 34
AND RULE 19 OF THE BOMBAY PUBLIC TRUST ACT.**

Registration no.	N.A
Name of the Public Trust	Indian Institute of Materials Management Vadodara Branch
For the year ending	31 st March, 2023

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| a) Whether accounts are maintained regularly and in accordance with the provisions of the Act and the rules; | Yes |
| b) Whether receipts and disbursements are properly and correctly shown in the accounts | Yes |
| c) Whether the cash balance and vouchers in the custody of the manager or trustee on the date of audit were in agreement with the accounts; | Yes |
| d) Whether all books, deeds, accounts, vouchers or other documents or records required by the auditor were produced before him; | Yes |
| e) Whether a register of moveable and immovable properties is properly maintained, the changes therein are communicated from time to time to the regional office and the defects and inaccuracies mentioned in the previous audit report have been duly complied with; | Not Maintained |
| f) Whether the manager or trustee or any other person required by the auditor to appear before him did so and furnished the necessary information required by him; | Yes |
| g) Whether any property or funds of the Trust were applied for any object or purpose other than the object or purpose of the Trust; | No |
| h) The amounts of outstanding for more than one year and the amounts written off, if any; | Nil |
| i) Whether tenders were invited for repairs or construction involving expenditure exceeding Rs.5,000/- | NA |
| j) Whether any money of the public trust has been invested contrary to the provisions of Section 35; | No |
| k) Alienations, if any, of the immovable property contrary to the provisions of Section 36 which have come to the notice of the auditor; | No |
| l) All cases of irregular, illegal or improper expenditure, or failure of omission to recover monies or other property to the public trust or of loss or waste of money or other property thereof and whether such expenditure, failure omission loss or waste was caused in consequence of breach of trust of the trustees or any other person while in the management of the trust; | None |



- m) Whether the budget has been filed in the form provided by rule 16A; We were informed that the budget for the year 2023-24 will be filed by NHQ
- n) Whether the maximum and minimum number of the trustees is maintained; Not Applicable to the Branch
- o) Whether the meetings are held regularly as provided in such instrument; Meeting of the Executive Committee of the Branch are held on regular basis.
- p) Whether the minute books of the proceedings of the meeting is maintained; Yes
- q) Whether any of the trustees has any interest in the investment of the trust; No
- r) Whether any of the trustee is a debtor or creditor of the trust; No
- s) Whether the irregularities pointed out by the auditors in the accounts of the previous year have been duly complied with by the trustees during the period of audit; Not Applicable
- t) Any special matter, which the auditor may think fit or necessary to bring to the notice of the Deputy or Assistant Charity Commissioner. None.

For and on behalf of
Chandabhoy & Jassoobhoy
Chartered Accountants
Firm Registration No. 101647W


Ambesh Dave
Partner
Membership No.: 049289
UDIN: 23049289BGXCPC1007



Mumbai: June 28, 2023

Indian Institute Of Materials Management
Vadodara Branch

Income and Expenditure Account For The Year Ended March 31, 2023

Year Ended 31.03.2022	Expenditure	Year Ended 31.03.2023	Year Ended 31.03.2022	Income	Year Ended 31.03.2023
2100	Advertisement Expenses	2100	22160	App.Test/Pros.fees	19900
169728	AGM Meeting Expense	167936	963789	Course Fees	862285
2506	Bank Charges	4154	0	Delegate Fees	196209
3500	Consultancy Charges	35000	495492	Exam Fees	691400
80997	Conveyance & Travelling Exp	203317	- 1469884	Interest Received	1504510
234942	Depreciation Account	202603		(Including TDS deducted during the year)	
54572	Electricity Expense	57079	220341	Advertisement / Sponsorship income	26000
38470	Exam Expenses	45710	61600	Project report	18500
93984	Ex-Gratia to Staff	43325	101200	Registration Fees	102400
62780	Faculty Remuneration	0	0	Share of Membership Fees	180154
7000	Faculty Charges	113715		Misc Income :	
900	Gift Memento / Other exp	4460	29500	Seminar Fees & Other Prog. Income	0
9256	Insurance Premium	9256	187400	Donation	0
39590	Misc. Expense	48671		Netcom - 2021	
84692	Municipal tax	82325	0	Netcom - 2021	222700
94295	Office Expenses	132128			
85300	Postage, Courier & Telephone Exp	34310			
2000	Professional Tax	2000			
7186	Programme Expenses	278741			
76991	Repairs & Maintainance	28914			
1307309	Salary to Staff	1156691			
51597	Stationery & Printing Expenses	148798			
684514	Netcom - 2021	0			
357157	Excess of Income Over expenditure transferred to Professional Development fund	1022825			
3551366	Total Rs.	3824058	3551366	Total Rs.	3824058

Notes forming part of accounts (Schedule B)

As per our report of even date attached

For and on behalf of

Chandabhoy & Jassoobhoy

Chartered Accountants

Partner

Mumbai



The above Balance Sheet is hereby authenticated by us.

For and on behalf of

Indian Institute of Materials Management

Vadodara Branch

Chairperson

Vadodara:

Vice-Chairman

Vadodara

**INDIAN INSTITUTE OF MATERIALS MANAGEMENT
VADODARA BRANCH
BALANCE-SHEET AS ON 31.3.2023**

As At 31.03.2022	Liabilities	As At 31.03.2023	As At 31.03.2022	Assets	As At 31.03.2023
32250422 357157 32607579	Professional Development Fund Opening Balance Add : Profit	32607579 1022825 33630404	1793482	Fixed Assets (As per Schedule A)	1619395
	Building Fund Opening Balance	82500	405	Cash & Bank Balances Cash on hand	4629
60500	Office Equipment Fund Opening Balance	60500		Bank Balance <i>In saving Accounts</i>	
	Current Liabilities		152190	Bank of Baroda 56685 (5375)	299900
15950	Library Deposit - GDMM	15950	23945	Bank of Baroda 56073 (5340)	313950
4000	IIMM NHQ	27832	35384	HDFC bank (50100271462651)	38885
0	Sundry Creditors	6434	114053	CBI (3527335029)	230963
590	TDS Payable	0	3587	BOB PF A/c: 17730100019132	5502
38610	GST Payable	0	15063	Punjab National bank (866)	15227
				<i>In Fixed deposit Accounts</i>	
			8793095	Bank of Baroda	8449305
			12199650	HDFC Bank	12787265
			3543022	Central Bank Of India	3591682
			4011103	Punjab National Bank	4204877
				Current Assets, Loans & Advances	
			1932770	Tax Deducted at Source	2106390
			0	C C Mehta Auditorium Hall Deposit	5000
			130000	NHQ Deposit Against Course	130000
			61980	Sundry Debtors	20650
32809729	Total	33823620	32809729	Total	33823620

Notes forming part of accounts (Schedule B)

As per our report of even date attached
For and on behalf of
Chandabhoy & Jassoobhoy
Chartered Accountants

Partner
Mumbai



The above Balance Sheet is hereby authenticated by us.
For and on behalf of
Indian Institute of Materials Management
Vadodara Branch

Chairperson
Vadodara:

Vice-Chairman
Vadodara

(0)

INDIAN INSTITUTE OF MATERIALS MANAGEMENT
VADODARA BRANCH

F.Y.2022-23

DEPRECIATION STATEMENT AS PER INCOME TAX ACT

Schedule A

SR. NO.	BLOCK OF ASSETS	OP.BAL 01-04-2022 RS.	ADDITIONS		DEDUCTIONS		TOTAL AS ON 31-03-2023 RS.	RATE OF DEP	DEPRECIATION	CL.BAL 31-03-2023 RS.
			DATE	RS.	DATE	RS.				
	BRANCH :									
1	Building	1557196					1557196	10%	155720	1401476
2	Computer Printer	5581					5581	40%	2232	3349
	Total Rs.	1562777					1562777		157952	1404825
	COURSE A/C :									
1	Furniture & Fixtures	60735					60735	10%	6074	54662
2	Computer/Laptop	43772					43772	40%	17509	26263
3	Office Equipments	78869					78869	15%	11830	67039
4	Air Conditioner	47329					47329	15%	7099	40230
			19.01.2023	28516			28516	7.5%	2139	26377
							75845		9238	66607
	Total Rs.	230705		28516			259221		44651	214570
	TOTAL	1793482		28516		-	1821998		202603	1619395

NATCOM Programme

Advertisement / Sponcership	0
Delegates Fees	<u>250000</u>
	<u>250000</u>
Office Exp	<u>27300</u>
	<u>27300</u>
Profit / Loss from NETCOM	<u>222700</u>



BREAK UP INCOME / EXPENSES

As on 31 Mar' 23

1	Course Fees	
	Course Fees GDMM	1500
	Course Fees Stores	685204
	Course Fees International Trade	110000
	Study Material Cost	65581
	Total	862285
2	Registration fees	
	Registration Fees GDMM	5900
	Registration Fees Stores	84000
	Registration Fees International Trade	12500
	Total	102400
3	Exam Fees	
	Exam Fees Stores	126300
	Exam Fees GDMM	2300
	Exam Fees International Trade	28500
	Certificate Receipt	1000
	Share Of Correspondence Student	533300
	total	691400
4	APP. Test/ Prospectus Fees	
	Pros /App Test Fees- GDMM	19900
	Prospectus Fees Stores	0
	Total	19900
5	Interest Received	
	Bank Interest SB	28312
	Interest on FD	1476198
	Total	1504510
6	Conveyance & Travelling Exp	
	Conveyance	28817
	Reimbursement of Traving & DA	0
	Travelling exp	174500
	Total	203317
7	Misc Exp..	
	Round off / late payment Interest	3055
	Other Expenses	39616
	PF Adm Charges	6000
	Total	48671
8	Office Exp..	
	Audit Expense	1260
	Office Exp	87423
	Mr. Jayeshbhai Pagi for Tea/Coffee	43445
	Total	132128