

MINUTES OF SPECIAL BOARD MEETING OF THE BOARD HELD ON 22.12.2020 AT 1100 HOURS IN THE OFFICE OF CANTONMENT BOARD AGRA.

PRESENT :

1.	Dr. Pankaj Mahinderu, Vice-President (Ward No. IV)	-	Chairperson
2.	Maj. Vijay Sharma, GE (West)	-	Ex-Officio Member
3.	Col. Manish Marwah, Adm. Comdt.	-	Nominated Member
4.	Lt. Col. Sudhir Gopi, AAG (Legal), HQ 50(I) Para Bde	-	Nominated Member
5.	Smt. Raj Kumari, Ward No. I	-	Elected Member
6.	Dr. Renu Mahinderu, Ward No. II	-	Elected Member
7.	Smt. Vijay Laxmi, Ward No. III	-	Elected Member
8.	Shri Tariq Ahmad, Ward No. V	-	Elected Member
9.	Smt. Seema, Ward No. VI	-	Elected Member
10.	Shri Durgesh Upadhyay, Ward No. VII	-	Elected Member
11.	Shri Dilip Kumar, Ward No. VIII	-	Elected Member
12.	Ms. Jyoti Kapoor, IDES	-	CEO/Member Secretary

ABSENT :

1.	Brig. P.K Singh, SM, Station Commander	-	President
2.	Brig. Sameer Kumar, SEMO, MH Agra	-	Ex-Officio Member
3.	Lt. Col. V.P. Singh, HQ 50(I) Para Bde	-	Nominated Member
4.	Dr. Prabhakant Avasthi, PCS, Adm City	-	Nominated Member

As per provision of section 12(9) of cantonment act 2006

1.	Sh. Haridwar Dubey, Hon'ble MP (Rajya Sabha)	-	Special invitee
2.	Prof. S.P. Singh Baghel, Hon'ble MP (Lok Sabha)	-	Special invitee
3.	Dr. G.S. Dharmesh, Hon'ble MLA	-	Special invitee

133. E-CHHAWANI – ONLINE MANAGEMENT OF CANTONMENT BOARDS : RECONCILIATION OF TRADE LICENSE FEE UNDER SECTION 277 OF CANTONMENT ACT 2006 IN AGRA CANTT.

Reference Cantonment Board Resolution No. 146 dated 26-07-2017 and CBR No. 34 dated 06-08-2020.

To consider letter No. 76/67/e-Chhawani/C/DE/2020 dated 09-12-2020 received from DGDE addressed to all Principal Directors of Defence and copy to all CEO's and another letter No. 83 / 62 / DGDE/ IT / OMCB / Vol-IV dated 27-10-2020 and DG DE letter No.83/62/DGDE/IT/OMCB Vol.5 dated 19th December 2020 vide which decided that Portal Launch shall be held for all 62 Cantonments Boards on 25th December 2020. On the above

subject vide which common Trade License categories and sub-categories are indentified under Section 277 of Cantonment Act 2006. The objectives of the e-Chhawani portal are to provide online services to citizens, improve the efficiency of the current system from paper based towards paperless, enhance the revenue through transparency, unification of multiple systems on a single platform, etc.

It is pertinent to note that letter no. 58235/e-Chhawani/Vol-II dated 16.12.2020 received from Principal Directorate, Defence Estate, Central Command, Lucknow vide which instructed that to ensure to implement the directions issued to Cantonment Boards as regard to issue of Trade Licence through e-Chhawani Portal. Further actions on following points be immediately taken by Cantonment Boards;

- Obtaining approval of the Board for practices and processes for issue of Trade Licence as recommended by the DAC including nomenclature and grouping of various categories of trades for licence have to be issued by the Board.
- Addl. DG (ACQ/IT) advice that a special Board meeting be convened and agenda item be placed before the Board for delegation of power of issue of Trade Licences to CEO of the Cantonment Board.
- Official launch of the e-Chhawani portal will be held on the 07th January 2021. In view of the above all the CB's are required to test the e-Chhawani platform by doing trail entries and inform the issues/glitches being faced to the BEL tem and Dte. General, DE.
- CEO's will personally ensure that various pages/tabs of the Cantts on portal are checked and there should not be any spelling, grammatical, factual errors. All broken links are restored and information there is absolutely correct.

In pursuance of under reference letter of e- Chhawani – online management of Cantonment Boards- Trade Licence, following documents shall be required from the shopkeepers:

- (a) System built application form with photo.
- (b) Proof of Identity (Adhar Card/ Pan Card/ Driving Licence/ Election voter Card/ Epic/ CG/ HS/ ECHS Card)
- (c) Proof of Address (Electric Bill/ Telephone Bill/ G.S.T. Registration/ Property Bill/ GLR/ Residence Certificate)
- (d) Self- Declaration Form (online available)
- (e) Tax- Receipt
- (f) Medical Certificate for eatable establishment
- (g) NOC/ Registration/ Licence from the competent Authority for Prohibited/ Sensitive Trade.

The detail of the category & sub-category and existing trades are as under:-

Sl. No.	Category	Sl.No.	Sub-Category
A.	Eating Establishments	1	Sale of Bakery Products/Confectionary Articles
		2	Sale of Ice Creams/Kulfi/Ice fruit/Cold Drinks/Aerated Water
		3	Dealers and Vendors of Fruits & Veg. juice (Wholesaler /Retailers/Green Grocer/Fruit Sellers etc)
		4	Manufacturers of packaged drinking water
		5	Manufacturing of Ice Cream, Ice fruit/Kulfi, Bakery products/Cold Drinks/Aerated water, confectionery Articles/Sugarcane Juice/Namkins/Savories/Masala/Jaggery/Coconut powder/Oil Mill, Dal Mill, Flour Mill etc.
		6	Cafeteria/Eating home,Food Court Boarding House/Tiffin Centres/Mess/ Catering Service Centre
		7	Bar
		8	Dhaba/Tea house
		9	Manufacture/Sale of Sweet/Savories
		10	Restaurants/Hotels
		11	Banquet Halls, Conference Halls/Function Halls/Restaurant with lodging/Service Apartments
		12	Hostels for Working Men/Working Women/ Students
		13	Sale/Manufacturing of Tabacco products/Pan/Pan Masala
		14	Kirana shop/Edible or Vegetable Oils, Pulses/Tea/Coffee/condiments/Masala/Grains/Tamirind, dry chillies/Kirana items/Grocery/Wet Coconut
		15	Sugar/Jaggery
		16	Ration Shop
		17	Sale of Milk/Milk Products (Milk, Cheese, Butter & Ghee)
		18	Manufacturing of Wine/Liquor
		19	Sale of Wine/Countrary Liquor/Toddy/Beer
		20	Sale of Foreign Liquor
		21	Wholesale traders (For Liquor)
B.	Veterinary Trades & Trades dealing with Animal Products	22	Sale of egg/ Chicken/Dressed Chicken, Fish/Meat, Meat products Beef/Pork/ Castings
		23	Dairy Farms/Poultry Farms/Pet or Dog Breeders/ Horse Breeder
		24	Sale or Manufacture of Skins (Dried Or Raw), Bones/Horns/Hair/ Wool/Fat/Offal, Fine(Fish Meal)
		25	Sale of Tallow (Animal Fat Melted) /Tanning Processing/Leather Products
C	Medical Establishments	26	Medical Shops/Unani Medical Shop/ Medical cum General Store, Chemist, Druggist/Surgical goods shops
		27	Corporate Hospitals/General Hospitals/Maternity Homes/Clinics/ Dispensaries/ Pathology labs/Diagnostic

			Centres/Radiology Centre
		28	Nursing Home
D.	Flammables	29	Sale Manufacture of Fire Works (Crackers), Dynamite Blasting, Nitro Glycerine /Phosphorous/ Sulphur/Chlorate or Potash/Rosin (Ral)/Fulminate mercury, Methylated Spirit, Tarpitch Damber, Cabide of Calcium/Lime Mixture, Gun Powder Deshi/Foreign, Acetylene Gas
		30	Petrol/Diesel/Gas Bunks
		31	Kerosene oil
E	Small Scale Industries/Small & Medium Factories	32	Manufacturing of Medicines/Surgical goods/ Pharmaceutical items
		33	Manufacturing of Soaps/Soap Oil
		34	Manufacturing of Ink/Candle/Paper/gunny Bags/Washing Powder
		35	Manufacturing of Leather Goods
		36	Manufacturing of Brass, Aluminium, Steel, Metal or Plastic Articles
		37	Manufacturing of Tyres or Tubes
		38	Manufacturing of Cloth
		39	Manufacturing of Corregated Boxes
		40	Manufacturing of Gold or Silver Melting
		41	Manufacturing of Nickel Plating
		42	Manufacturing of Electric or Gas Welding
		43	Manufacturing of Saw Mills
F	Other Establishment/Offices (Non Eating /Non Medical)	44	Dry Cleaning
		45	Laundry/Dhobi/ Presswala
		46	Sale of wood/ wooden items of furniture & Glass Items (Glass Fittings/Polishing on Glass)Plywood, Decolam, door, Aluminum doors, Flush doors), Building related Hardware material (Paints/Varnish/Turpentine/Sanitary Fittings)
		47	Sale of Timber/Wood/ Sandal Wood/Furniture (Metal/Wood)
		48	Coal/Charcoal/ Coke
		49	Sale of Coconut Fiber, Hemp, Grass, Hay Jute, Straw, Gunny bags, Cotton waste/brooms/bamboos, firewood, sandal dust)
		50	Florist
		51	Fertilizer Shop/Pesticide Shop
		52	Notified Custom goods/Gifts & Novelties/Optical Shops & goods/Soaps and washing powder
		53	Hair Cutting Saloon, Beauty Parlours, Gym, Spa, Massage Centres/Slimming Obesity Centre/Health Resorts/Cosmetic Treatment Clinics
		54	Barber
		55	Sale of Electrical fittings and Accessories,

	Radio/Television/Wireless, Gramophone records/Audio or Video Cassettes or CDs/DVDs, Mobile Phones/Computer/ Computer peripheral, Accessories of Automobile Fittings, Musical Instruments/Music Shops, Watches and time pieces
56	Sale of Cement, Steel/Iron Sheet/Zinc Sheet/Fibre Sheet, Asbestos sheet, Granite or Marble, Building Materials like Sand, Bricks/ Cement Bricks, Shabhad or other Stones, Iron or Metal Scrap or Second Hand Articles.
57	Sale of Clothes / Readymade Garments, Sale of Hoisery Goods/Saris/ Tailoring material
58	Dyeing Cloth/Yarn Foot Wear
59	Zari Items, Sales of Gold/Silver/Pearls/ Gems/Artificial Jewellery, Sale of Diamonds
60	Architects and Builders, Share Brokers and Stock Exchange, Advertisement Agency, Money Lenders/Money Exchange/Chit Funds, Private Cooperative Banks, Engineering or Law Practitioners, Auto Consultations, Placement Services, Film Acting Institutions or any other office
61	Banks/ATM
62	Sale of Sports Goods, Toys, Gym Material
63	Sale of Aluminium or Brass or other Metal articles, Stainless Steel Items/Crockery, Artificial Plants, Plastic Goods
64	Sale of Stationary Items/Magazine/Newspapers/Books/ Greeting Cards, Art Goods/Wall Screening paper/Computer Service Centre/Computer Stationery
65	Electronics/Electrical Mobile/Camera/ Watch/Radio/TV/ Inverter/ UPS Repairing
66	Water Motor repairing
67	Sale of Accessories of Automobile Fittings, Cycles/Cycle Accessories/Tyres /Tubes, Automobile Shops
68	Photo Studio/Photo Colours/Lab/Videographics, Video Grapher, Courier Service, Type Writing Institute, Xerox, Computer/DTP Centre, Lamination and Screen printing, Battery Charging, Vulcanizing, Telephone Booths
69	Computer Institutes and Coaching Centre
70	Schools
71	Film Studio, Recording Theatres/Dubbing Theatres, Premises using for Shooting Purpose, Cinema/ Autography Films
72	Sale of Industrial Equipments, Safety Equipments, Machinery of all kinds
73	Commercial Guest Houses, lodging without Restaurants,

		Dormitory
74		Malls
75		Mega Malls
76		Software Companies
77		Exhibition Halls/Showrooms
78		Cinema Halls
79		Temporary Entertainment Places, Snooker or Billiards Rooms, Fun Zones
80		Tailor Shop, Handloom Works, Carpenter Shop/Cane Maker, Earthen pots,
81		Gold Smith/Silver Smith
82		Black Smith/Knife Sharping
83		Painter
84		Block Maker
85		COBBLER
86		Cycle Stand/Cycles on Hire/Speakers on hire/lights on hire/Tents on hire
87		Tent House
88		Plant Nursery Flower Decoration shop, Car decoration shop
89		Motor Servicing /repairs of 4 or above wheelers/Workshops/Factories/Lathe Machines/Buffing machines/ Ivory Works, Iron Foundry/Casting of Metal, Printing Press, Bail Press, Paper Cutting and Packing, Perfumery Works
90		Repairs of 2 Wheelers
91		Transport companies/ Packers and Movers/All kind of Godown/ Distributers
92		Satellite Channel Operators/Internet Connection provider
93		Weight Bridge
94		Swimming Pools
95		Internet Café

Board may consider under e-Chhawani – Online Management of Cantonment Board, for trade licence issuance category and sub-category of trades as per above table and to delegate the authority to issue trade licence to the CEO, as aforementioned.

All connected papers are placed on the table.

133. RESOLUTION

At the start of meeting Member Secretary informed to the Board that letter No. 41412/CBM/Q dated 22.12.2020 received from HQ 50 (I) Para Bde vide which stated that due to some urgent commitment Brig. P.K.Singh, SM will not be able in Special

meeting schedule on 22nd December 2020 in his absence, Dr. Pankaj Mahinderu VP, as chairperson of this meeting under section 21(2) of Cantonments Act, 2006.

The agenda was discussed at length by the Board. Vice President as the Chairperson, welcomed the initiative of e-Chhawani portal by the MOD and DGDE. It was decided that the rates applicable in lieu of license fee shall be discussed and deliberated upon in the next meeting of CAC and hence, in the Board.

The Board unanimously approved the categories and sub-categories of trades as per agenda side. The Board resolved to delegate the power of issue of trade licenses to CEO of the Cantonment Board. The details of the trade licenses issued shall be put up by the Cantonment Board Office regularly in the Cantonment Board meetings to ensure transparency and good governance.

Sd/-
Member Secretary
Cantonment Board, Agra
(Jyoti Kapoor, IDES)

Sd/-
Chairperson
Cantonment Board, Agra
(Dr.Pankaj Mahinderu)

DATED 22.12.2020