

**MINUTES OF THE MEETING OF THE COMMITTEE OF ADMINISTRATORS
HELD ON 22ND JULY 2017 AT ITC MAURYA, NEW DELHI**

Attendees:

Mr. Vinod Rai – Chairman
Ms. Diana Edulji
Mr. Rahul Johri – BCCI CEO
Mr. Santosh Rangnekar – BCCI CFO
Ms. Karina Kripalani – BCCI Legal Advisor
Ms. Anuja Darekar – BCCI
Mr. Adarsh Saxena (Cyril Amarchand Mangaldas)

**ITEM 1: CONFIRMATION OF THE MINUTES OF THE MEETING OF THE
COMMITTEE OF ADMINISTRATORS HELD ON 15TH JULY 2017**

The minutes of the previous meeting held on 15th July 2017 were approved and signed by the Chairman and the COA resolved that the said signed minutes should be put up on the BCCI website in the interests of transparency.

ITEM 2: MATTERS ARISING OUT OF PREVIOUS MINUTES

- A. Item 5(C) of Minutes of Meeting dated 1st July 2017 and Item 2(B) of Minutes of Meeting dated 15th July 2017 – Update on the Process for Appointment of Team Manager for Senior Men’s Team
1. The COA was informed that applications for Team Manager had come in and were being shortlisted on the basis of eligibility. The applications of eligible candidates would be placed before the Committee comprising of Ms. Diana Edulji, the Acting President, the Acting Hon. Secretary and the CEO (“Committee”), who would then shortlist candidates for interviews and thereafter select the Team Manager for Senior Men's Team.
 2. COA took note of the above.
- B. Item 3(A) of Minutes of Meeting dated 15th July 2017 – Update on the hearing before the Hon’ble Supreme Court on 14th July 2017

The COA discussed the Reply Affidavits filed by Mr. N. Srinivasan and Mr. Niranjan Shah in the Hon’ble Supreme Court and issued necessary instructions to the CAM Team for communicating to Senior Counsel.

C. Item 7(C) of Minutes of Meeting dated 24th June 2017 and Item 2(C) of Minutes of Meeting dated 15th July 2017 – Update on Appointment of Head Coach for Team India

1. The COA briefly discussed the recommendations of the Cricket Advisory Committee (“CAC”) and decided that it would discuss the matter with the office bearers once they joined the meeting.

D. Item 5(A) of Minutes of Meeting dated 1st July 2017 – One Time Benefit (OTB) for Men Cricketers and Monthly Gratis for Women Cricketers

Ms. Diana Edulji recused herself and left the meeting.

1. The Chairman was informed that the above payments had still not been processed by the Hon. Treasurer.
2. After discussion, the Chairman decided that once the office bearers joined the meeting, the matter would be discussed with them and a decision taken to process the payments through alternate signatories.

Ms. Edulji joined the meeting.

ITEM 3: PRELIMINARY DISCUSSION ON ANY OTHER MATTERS TO BE DISCUSSED WITH OFFICE BEARERS

A. Emails dated 19th July 2017 addressed by Hon. Treasurer to CFO

1. Two emails dated 19th July 2017 that had been addressed by the Hon. Treasurer to the CFO were brought to the attention of the COA. The said emails related to (i) the proposal to enter into an Annual Maintenance Contract (“AMC”) with Antraweb Technologies Pvt. Ltd. (“Antraweb”) for import of entries directly from Microsoft Excel into Tally (accounting software) for Rs. 23,000/- per annum; and (ii) proposal to purchase of multi-user E-TDS software in CD from Taxmann which is required for updating employees and vendors PAN database for Rs. 6,200/-. The COA noted that in both the emails, the Hon. Treasurer had raised the issue of whether the CFO reports to the Hon. Treasurer.
2. The COA observed that it would not be appropriate for the CFO to have to take the approval of the Hon. Treasurer for each and every administrative decision. Further, the purchase of software worth Rs. 6,200/- as well as entering into an AMC for Rs. 23,000/- per annum were certainly not policy matters which would be listed as powers and duties of the Hon. Treasurer under the existing Memorandum and Rules and Regulations of the BCCI (“Existing BCCI Constitution”).



3. After further discussion, the COA decided that:
 - (a) The CFO will report to the CEO, at least for matters pertaining to administration and/or day to day management; and
 - (b) Once the office bearers joined the meeting, the COA would discuss with them the two emails dated 19th July 2017 addressed by the Hon. Treasurer to the CFO.

ITEM 4: OPERATIONS/ CRICKETING MATTERS

The Acting President (Mr. C. K. Khanna) joined the meeting. The Acting Hon. Secretary (Mr. Amitabh Choudhary) joined the meeting via tele-conference. The COA noted that the Hon. Treasurer (Mr. Anirudh Chaudhry) was unable to attend but had sent his comments on various items for discussion via email.

A. Update on Appointment of Head Coach for Team India

1. The COA observed that it had, during its previous meeting held on 15th July 2017, already approved the appointment of Mr. Ravi Shastri as Head Coach of the Senior Men's Team. The COA discussed the recommendations of the CAC relating to Mr. Zaheer Khan and Mr. Rahul Dravid and observed that in light of discussions with Mr. Zaheer Khan, appointing him as a consultant as recommended by the CAC would be doing him injustice as he was still playing cricket. The COA also observed that in light of discussions with Mr. Rahul Dravid to the effect that he would not be able to travel with the Team on international tours as he is already the Head Coach for the India 'A' Team and the India U-19 Team.
2. After further discussion, the COA decided that consultants may be appointed for the team from time to time as required and no appointments need to be made immediately.

B. Cricket in Olympics

1. The proposal for including cricket in Olympics was discussed by the COA. The Acting President suggested that this issue may be referred to the General Body of BCCI, which is what had been suggested by the Hon. Treasurer in his email as well. The Acting Hon. Secretary also agreed with the suggestion made by the Acting President and said that even though this issue is not on the agenda for the upcoming Special General Meeting of BCCI scheduled to be held on 26th July 2017, the same can be discussed by all Members and put as part of the proceedings.



2. The COA noted the suggestions of the office bearers and decided that the issue of BCCI's stand on the inclusion of cricket in Olympics should be referred to the General Body of BCCI for an early decision.

C. Handbook/Manual on BCCI to Implement Best Practices in Administration/Operations

1. The COA discussed the Handbook on Core Principles and Policies for Administration of the BCCI ("**BCCI Handbook**") prepared by Deloitte and the Operating Process Manual for the BCCI ("**BCCI Manual**") prepared by Deloitte, both of which had earlier been circulated to all Member Associations of BCCI with a request to consider and adopt the same at the previous SGM held on 26th June 2017. The COA observed that the BCCI Handbook and the BCCI Manual had not been adopted. Thereafter, during the previous COA meeting held on 15th July 2017, the COA had decided that it would consider the next steps in relation to the BCCI Handbook and BCCI Manual separately. It was also discussed that the BCCI Handbook and the BCCI Manual were based on the report of the Hon'ble Justice Lodha Committee, as accepted vide the Hon'ble Supreme Court's judgment dated 18th July 2016 ("**Judgment**").

2. After further discussion, the COA decided that:

- (a) Apart from the Fund Disbursement Policy and Player Remuneration Structure, the BCCI Handbook and BCCI Manual stands adopted with immediate effect including the organization structure except that until the Apex Council is constituted, the CEO will continue to report to the COA; and
- (b) If any issues/difficulties arose relating to any portion thereof, the same should be brought to the attention of the COA.

D. Update on Appointment of Support Staff for Senior Men's Team, India 'A' Team, India Under-19 Team and Women Team

1. The COA was updated on what had transpired during the meeting of the Committee held on 18th July 2017. The COA was informed that the appointment of Mr. Ravi Shastri as Head Coach of the Senior Men's Team had been confirmed and the other support staff that had been shortlisted had all been contacted. Issues of potential conflict of interest had been discussed with these other shortlisted support staff and their confirmations to the effect that they have no conflict of interest had been obtained. The COA was also informed that the standard contract was ready and would be executed at the earliest.
2. The COA was informed that Mr. Adrian Das and Mr. Soham Desai had been appointed at the National Cricket Academy ("**NCA**"). Further, Mr. Andrew Leipus had tendered his resignation due to conflict of interest and was currently serving his



notice period. Mr. Ashish Kaushik was proposed to be appointed as physiotherapist to replace Mr. Leipus. The Acting President and the Acting Hon. Secretary stated that Mr. Kaushik was one of the best in the country and they would be happy to have him on board.

3. The COA was informed that BCCI was in discussions with Mr. Leipus to extend his notice period by one month so that there would be no gap between his leaving and the joining of Mr. Kaushik.
4. The COA took note of the above.

E. Update on the Process for Appointment of Team Manager for Senior Men's Team

1. The COA was informed that applications for Team Manager had come in and were being shortlisted on the basis of eligibility. The applications of eligible candidates would be placed before the Committee (comprising of Ms. Diana Edulji, the Acting President, the Acting Hon. Secretary and the CEO), which would then shortlist candidates for interviews and thereafter select the Team Manager for Senior Men's Team. The said Committee was scheduled to meet later the same day to check the applications and further shortlist candidates for interview.
2. The Acting Hon. Secretary mentioned that whilst he was going forward with the recommendation of the COA on the process for appointment of team manager, he wished to place on record that, as per the Existing BCCI Constitution the appointment of team manager is a decision that is required to be taken by the General Body because it is one of the items of business to be conducted at every Annual General Meeting. The COA also noted the Hon. Treasurer's view that this falls under the roles and responsibilities of the General Body.
3. However, Legal Team explained that whilst the position as pointed out by the Acting Hon. Secretary and the Hon. Treasurer was in place until November 2015, an amendment to the relevant Regulation 16(k) in November 2015 had replaced appointment of team manager with appointment of Ombudsman. Hence, this was no longer one of the items of business to be conducted at every Annual General Meeting under the Existing BCCI Constitution.
4. The COA noted the above and decided that the Committee should convene its meeting as scheduled, shortlist candidates for interview and proceed accordingly.

F. Senior Management Requirements

1. The COA was informed that there was a requirement to hire new personnel at senior management level. The person who had earlier been handling marketing and sales had moved on and there was an urgent need to fill the vacancy. However, it was now

proposed to split the role and have two positions viz. (i) Marketing, Digital and Communications; and (ii) Sales and Sponsor Fulfilment. The COA was also informed that as per the BCCI Handbook, there is a requirement to appoint a General Manager – Legal.

2. The following promotions were proposed for consideration of the COA:
 - (a) Mr. Hemang Amin to Chief Operating Officer – IPL; and
 - (b) Mr. Dev Shriyan to Head of Broadcasting and Production.
3. The re-designation of Ms. Anaisha Paranjape to Assistant Manager – Operations was also proposed for consideration of the COA.
4. After discussing with the Acting President and the Acting Hon. Secretary, who endorsed the above, the COA decided that:
 - (a) BCCI should proceed with the recruitment of (i) a Marketing, Digital and Communications Head; (ii) a Sales and Sponsor Fulfilment Head; and (iii) a General Manager – Legal; and
 - (b) BCCI should give effect to the promotions and re-designation as proposed above and endorsed by the Acting President and the Acting Hon. Secretary.

G. Explanation sought from Dr. M. V. Sridhar

1. The COA inquired about the contents of the disclosure form submitted by Dr. M. V. Sridhar. The COA was informed that the disclosure form submitted by Dr. Sridhar did not disclose any association with any club or association nor does it disclose any FIR filed against him. However, the COA had received information to the contrary and a communication had accordingly been sent to Dr. Sridhar asking him to explain his position.
2. After discussion, the COA decided to wait till Dr. Sridhar replies to the COA's communication before taking any decision in the matter.

H. Uniform Retirement Policy for BCCI Staff

1. The COA was informed that some employees had earlier been made to retire at the age of 60 because their respective employment letters specifically stipulated a retirement age of 60 years. However, there were still some employees above the age of 60 because their respective employment letters did not stipulate any retirement age. For this reason, it was suggested that a uniform retirement age be laid down and enforced for all employees. In the event any particular employee whose services were

still required by BCCI reached the age of retirement, BCCI could, at its discretion, enter into a contract for a definite term with such person.

2. After discussion, the COA decided that:
 - (a) A uniform retirement age of 60 should be laid down and all existing employees who had already crossed 60 years of age should be informed that they would be deemed to have retired as of 31st December 2017; and
 - (b) BCCI could, at its discretion, enter into a contract for a definite term with such retired employees which it considered could continue to contribute to the organization.

I. National Cricket Academy

After discussion, the COA decided that:

- (a) BCCI should go ahead with recruiting a Director for the NCA but the job description and qualifications for the said position should be suitably formulated so as to ensure that the person recruited is capable of overseeing the setting up of the new facilities of NCA over the next few years; and
- (b) The Committee (comprising of Ms. Diana Edulji, the Acting President, the Acting Hon. Secretary and the CEO) should take the matter forward.

J. Rotation Policy for Allocation of International Matches

After discussion, the COA decided to refer the rotation policy for allocation of international matches to the Tour, Programme and Fixtures Committee for their recommendation, which can then be placed before the COA.

K. One Time Benefit for Men Cricketers who have played 1 to 9 Test Matches and Monthly Gratis for Women Cricketers

Ms. Diana Edulji recused herself and left the meeting.

1. The COA noted that the objection raised by the Hon. Treasurer in relation to the above payments was that such decisions having a financial impact should be taken by the Finance Committee and/or General Body of BCCI.
2. After discussion, the COA decided that the payment(s) of One Time Benefit to men cricketers who have played 1 to 9 Test Matches and monthly gratis to women cricketers be processed through the alternate signatories once Prof. Ratnakar Shetty returned.

Ms. Edulji joined the meeting.

ITEM 5: FINANCIAL MATTERS

A. Update on the Audit of BCCI

After discussion, the COA decided that:

- (a) The observations made by the auditors during audit may be discussed with the office bearers and the COA at the next COA meeting; and
- (b) Thereafter, the same could be sent to the Finance Committee for their recommendation.

B. Update on Insurance Payments to Players

Mr. Hemang Amin joined the meeting.

1. Mr. Amin explained the issue of pending insurance payments to players.
2. After discussion, the COA decided that the note prepared by Mr. Amin be circulated to the office bearers, who should then get back to the COA with their recommendation.

Mr. Hemang Amin left the meeting.

C. Emails addressed by Hon. Treasurer to CFO

1. The COA discussed the two emails dated 19th July 2017 that had been addressed by the Hon. Treasurer to the CFO were brought to the attention of the COA. The said emails related to (i) the proposal to enter into an Annual Maintenance Contract (“AMC”) with Antraweb Technologies Pvt. Ltd. (“Antraweb”) for import of entries directly from Microsoft Excel into Tally (accounting software) for Rs. 23,000/- per annum; and (ii) proposal to purchase of multi-user E-TDS software in CD from Taxmann which is required for updating employees and vendors PAN database for Rs. 6,200/-. The COA noted that in both the emails, the Hon. Treasurer had raised the issue of whether the CFO reports to the Hon. Treasurer.
2. The COA observed that these issues regarding purchases of software for Rs. 6,200/- and entering into AMC for Rs. 23,000/- per annum were administrative issues relating to day to day management, which the CEO and CFO should be empowered to deal with.



3. The Acting Hon. Secretary stated that whilst approval for such routine matters may not be required to be taken, the office bearers must be kept informed of all matters.
4. The Chairman observed that a limit may be set within which the CEO and CFO are entitled to take decisions without necessarily seeking approval and mere intimation should be sufficient.
5. After further discussion, the COA decided that it would discuss this issue further in the presence of all office bearers at the next meeting of the COA.

D. Operation of BCCI Bank Accounts

After discussion, the COA decided that the Acting President may be added as a signatory to the existing bank accounts of BCCI. However, the existing process for operating the bank accounts would continue as per the directions dated 6th April 2017 issued by the COA.

ITEM 6: ANY OTHER MATTER

A. Letter received from Jammu & Kashmir Cricket Association

1. The COA considered the letter received from the Jammu & Kashmir Cricket Association (“JKCA”) asking for BCCI’s authorisation/ permission for utilising cash credit receipts (“CCRs”) as per the order passed by Hon’ble High Court of Jammu & Kashmir.
2. Legal Team explained that BCCI had already forwarded the letter to the Advocate on Record (who appears for BCCI in the matters relating to JKCA in the High Court) and he was in the process of seeking an opinion on the matter from the Senior Advocate who had appeared for BCCI in the High Court.
3. After discussion, the COA decided to wait for the opinion of the Senior Advocate who had appeared for BCCI in the High Court before deciding on the way forward.

B. Accounting Entries for Adjustment of Advances to State Associations

1. The COA was informed that BCCI is yet to pay ‘Amount due to Associations’ for FY 2015-16 to some State Associations but BCCI has given advances to 12 State Associations prior to the orders passed by the Hon’ble Supreme Court in October 2017. However, BCCI has not asked the State Associations to raise invoices in respect of the amounts given as advances. He suggested that the advances already given by BCCI to these 12 State Associations be adjusted in the accounts of BCCI against the ‘Amount due to Associations’ due to them for FY 2015-2016 by passing the relevant accounting entries. He explained that these are only off-setting entries and there is no fresh disbursement to the said State Associations.

2. After discussion, the COA decided that BCCI should ask the relevant State Associations to raise invoices equivalent to the amount already given to them as advances and pass the relevant accounting entries in the accounts of BCCI.

C. Payment to State Associations for Promotion of Test Matches

1. The COA was informed that as per the respective Stadium Agreements entered into between BCCI and various State Associations, BCCI and the respective State Associations were to promote Test Matches to be held at venues owned/ operated by the said State Associations and incur expenses for the same to the tune of Rs. 30 lakhs each. BCCI has already made payment to DD Mudra (the agency carrying on the promotion work for the Test Matches) and is now to recover the Rs. 30 lakhs from the said State Associations.
2. After discussion, the COA decided that BCCI should raise debit notes on the relevant State Associations for Rs. 30 lakhs per Test Match hosted (as per the terms of the respective Stadium Agreements).

D. Representation from Md. Azharuddin

1. The COA discussed the representation made by Md. Azharuddin requesting for lifting of the ban imposed on him by BCCI, which has been set aside by the Hon'ble High Court of Andhra Pradesh few years back.
2. After discussion, the COA decided that all the facts should be placed before the office bearers, who should make a recommendation with regard to the same at the next COA meeting.

E. Staff Increments

1. The Acting President stated that he was not consulted while the increments for BCCI staff had been decided and he was of the opinion that some people should have been given a higher increment.
2. The Chairman said that any employee who is not satisfied with his/ her increment may approach the CEO or Acting Hon. Secretary regarding the same but it would not be advisable to re-open the increments already decided and announced.

F. Appointment of Travel Agency

1. Legal Team explained that BCCI had to appoint a travel agency for handling the travel requirements of the TV Production Team. In previous years, BCCI TV



Production Team has been inviting quotes from 3 travel agencies having the requisite experience and short-listing the most competitive agency.

2. After discussion, the COA decided that BCCI may continue to follow process of calling for quotes but to call for quotations from at least 4-5 agencies and then finalize based on the most competitive agency.

G. Appointment of Strategic Time Out Partner

Mr. Hemang Amin joined the meeting.

1. Mr. Amin explained that BCCI had received an offer for Strategic Time Out Partner for a value substantially greater than what it was receiving under the previous agreement, which had now expired.
2. After discussion, the COA decided that BCCI should inform concerned party that the offer made was appreciated and whilst BCCI was required to engage with other parties as well, it would offer the said party the right of first refusal in the event BCCI receives a better offer from another party.

H. Reward for Women's Team

The COA, the Acting President and the Acting Hon. Secretary discussed the Women's Team's performance at the World Cup and decided to announce a reward of Rs. 50 lakhs each for the players (and Rs. 25 lakhs each for the support staff) for their brilliant performance and efforts in reaching the final.

Meeting concluded.

A handwritten signature in black ink, appearing to be 'H. Amin', is located at the bottom center of the page.