

**MINUTES OF THE MEETING OF THE COMMITTEE OF ADMINISTRATORS
HELD ON 10TH AND 11TH NOVEMBER 2017 AT HOTEL PULLMAN, NEW DELHI**

Attendees:

Mr. Vinod Rai – Chairman
Ms. Diana Edulji
Mr. Rahul Johri – BCCI CEO
Mr. Santosh Rangnekar – BCCI CFO
Ms. Anaisha Paranjape – BCCI Operations
Ms. Karina Kripalani – BCCI Legal Advisor
Ms. Prabhjyot Chhabra – BCCI Legal Advisor
Mr. Adarsh Saxena (Cyril Amarchand Mangaldas)

The meeting commenced at 5 pm on 10th November 2017 at which time the COA decided that it would only take up Finance Matters on that day. The remaining items would be taken up the next day, i.e. on 11th November 2017.

ITEM 1: FINANCE MATTERS

A. Request for Funds by Maharashtra Cricket Association

1. The CFO informed the COA that the Maharashtra Cricket Association (“MCA”) had addressed a letter requesting that an amount of Rs. 7 crores (net of TDS and GST) be deposited by BCCI directly with the Bank of Maharashtra, Deccan Gymkhana Branch, Pune for the purpose of enabling the MCA to procure a bank guarantee from the said bank and furnish the same in compliance with the order dated 18th September 2017 passed by the Hon’ble Supreme Court in a dispute between the MCA and a third party. The CFO also informed the COA of the current status of loans and advances from BCCI to the MCA.
2. After discussion, the COA decided that the CEO and CFO should get in touch with BCCI’s legal advisor based in New Delhi (who had also appeared on behalf of the MCA at the time the order dated 18th September 2017 had been passed) and ask him to provide his opinion/ inputs via email on the specific consequences in the event the MCA failed to furnish a bank guarantee as directed by the Hon’ble Supreme Court vide order dated 18th September 2017, including whether there was any risk of the MCA’s stadium at Pune being attached.

B. Transfer of Funds from Suspense Account to State Associations’ Accounts

1. The CFO informed the COA that various amounts had been paid to third parties on behalf of different State Associations and debited to suspense account as per the decisions of the COA from time to time. He also informed the COA that on

finalization of the accounts, the relevant amounts had been transferred from the suspense account to the corresponding State Associations' accounts.

2. The COA took note of the above.

C. Services of P. N. Writer Information & Company

1. The COA was briefed on the proposed agreement with P. N. Writer Information and Company (“**Writer**”) for storage of old documents/ records of BCCI as well as scanning of documents.
2. After a detailed discussion, the COA decided that:
 - (a) The COA will address an email to all former office bearers asking them to send all the original documents that they may have in their possession and, if no such documents were in their possession, then a confirmation to that effect may be provided.
 - (b) The proposed agreement with Writer should include within its scope scanning of all documents/ records that would be handed over to them for physical storage.
 - (c) The COA will invite the office bearers for a meeting at Mumbai at 11 am on 21st November 2017 to discuss the budget/ estimated cost of Rs. 1.60 Crores and plans for renovation of the first floor of Cricket Centre.

D. Presentation on Gross Revenue Share Payable to Players

1. The CFO made a detailed presentation on Gross Revenue Share (“**GRS**”) payable to players and explained the manner in which the GRS of 26% paid to players is calculated.
2. After discussion, the COA decided that:
 - (a) The COA will send an email to the Chairman of the Finance Committee stating that the COA was still waiting for an update on the increase in compensation for domestic players/ player remuneration structure.
 - (b) The Legal Team should examine all the relevant minutes of meetings which deal with the method of calculation of the 70% share of amount due to associations.



(c) The COA will invite Mr. Ravi Shastri, Mr. Virat Kohli and Mr. M. S. Dhoni at New Delhi for a meeting at New Delhi on 30th November 2017 to discuss the players' views on their compensation.

E. Addendum to Agreement with Hosting State Associations for International T20 Matches

1. The CFO informed the COA that pursuant to the decision taken by the Finance Committee during its meeting held on 6th October 2017 to start paying a hosting fee/ subsidy of Rs. 1.5 crores per match for each T20 international match hosted by a State Association, an addendum was being entered into with hosting State Associations who had previously signed hosting agreements with BCCI to record the same. In respect of other State Associations who are yet to sign such agreements with BCCI, the same has been incorporated in their respective agreements.
2. The COA took note of the above.

F. Closure of Bank Accounts

1. The CFO informed the COA that two bank accounts, one in New Delhi and one in Baroda, had been opened at the time when the then President and Secretary were from New Delhi and Baroda respectively. He also informed the COA of the balance currently lying in the said bank accounts.
2. After discussion, the COA decided that the said bank accounts, viz. Account No. 000394600000713 at Yes Bank, Chanakyapuri Branch, New Delhi and Account No. 01900100017886 at Bank of Baroda, Baroda should be closed.

G. Updation of Aadhaar Card Numbers in BCCI Records

1. The COA was informed that except for Mr. Mangal Singh and Ms. Renu Sharma (two employees from Treasurer's office), the Aadhaar numbers of all employees of BCCI had been updated in the records of BCCI. The COA was also informed that the same two employees had also not submitted their educational/ professional qualifications/ experience till date.
2. After discussion, the COA decided that a show cause notice should be issued to all those employees who had not submitted their educational/ professional qualifications asking why appropriate action should not be taken against them for non-submission of the details sought.



H. Clarification on Reimbursement to State Associations as per Minutes of COA Meeting held on 27th September 2017

1. The COA was informed that certain clarifications were necessary to Item 6(A) of the minutes of the COA meeting held on 27th September 2017, which state as follows:

"1. After discussion, the COA decided that:

- (a) In relation to requests received by BCCI from State Associations seeking release of money for payment of statutory dues, BCCI can make payments directly to the relevant statutory authorities on behalf of the concerned State Associations after calling for the necessary documents and adjust the amounts so paid against the concerned State Associations share of amount due to associations. The same mechanism may be followed for other bona fide payments to third parties like banks on behalf of the concerned State Associations.*
- (b) In relation to requests received by BCCI from State Associations seeking release of money for payment to the employees of state associations, the concerned State Associations should first be requested to provide details of the fixed deposits and other investments/ funds available with them in addition to other relevant documents to verify the genuineness and remuneration of the employees. BCCI may release payments directly to the employees of the concerned State Associations only if the CFO is satisfied that:*
- (1) The concerned State Association does not have sufficient fixed deposits and/or other investments/ funds available with them which can be utilized for making payments to their employees; and*
- (2) The employees are genuinely employed by the concerned State Association and their remuneration sought to be paid to them is as per terms of their appointment.*
- (c) In relation to requests received from State Associations for reimbursement of expenses in relation to domestic tournaments, it is necessary to reimburse the same in order to ensure that interest of cricket is not jeopardized and the concerned State Associations do not face any kind of litigation and/or undue harassment. However, such reimbursement should be subject to the following (which will be communicated by the COA to all State Associations):*

- (1) *Scrutiny by the BCCI Finance Team of the supporting documents submitted by the concerned State Association to BCCI; and*
- (2) *A responsible authorized officer of the State Association should submit an undertaking (in the format to be prepared by the BCCI Legal Team) confirming the same since it is difficult for the BCCI Finance Team to independently verify whether the payments in respect of which reimbursement is being sought have actually been incurred by way of payment to the concerned parties.”*

2. After discussion, the COA decided that:

- (a) It is clarified that the reimbursement of expenses to State Associations would only be as per the extant policies/ rules/ regulations of the BCCI and that the decision of the COA as recorded in the minutes of the COA meeting held on 27th September 2017 would not override the same except to the extent of imposing any additional requirements/ conditions that may have been specifically mentioned in the said decision of the COA.
- (b) A mechanism should be formulated whereby the issue of possible duplication of payments in respect of the same match under the hosting subsidy/ fee as well as claim for payment towards cricket operations/ reimbursement of expenses is addressed in a manner that is consistent with the spirit of the order dated 21st September 2017 passed by the Hon'ble Supreme Court.

I. Telephone Reimbursement Proposal

1. The CFO informed the COA that it was proposed to provide reimbursement to telephone (cell phone) expenses to BCCI staff (those who were not earlier getting telephone reimbursement or whose bills were not directly paid by BCCI) on a monthly basis at Rs. 700 per month and that telephone expenses exceeding the said amount would be recovered from the monthly salary of the concerned employee.
2. After discussion, the COA approved the telephone reimbursement proposal as recommended by the CFO.

J. Tax on Travel Allowance/ Daily Allowance

1. The CFO informed the COA that BCCI was currently deducting TDS on travel allowance/ daily allowance (“TA/ DA”) in respect of its employees and consultants. However, in respect of the TA/ DA of office bearers, there is no provision for



deducting TDS as they are not employees/ consultants. Accordingly, the TA/ DA for office bearers is transferred to them in full.

2. The COA noted the above.

K. Subsidy for Warm Up Matches

1. The COA was informed that the BCCI currently reimburses the actual expenses incurred by the hosting State Association for warm up matches on the basis of documents submitted and while some State Associations were able to conduct warm up matches by incurring expenditure of only Rs. 3 lakhs per match, other were spending considerably more.

2. After discussion, the COA decided that the CFO should take up the issue of fixed hosting subsidy/ fee for warm up matches with the Finance Committee for its views and recommendations.

L. Uniform Service Agreements

1. The CFO informed the COA that he was working with Deloitte to formulate uniform service agreements for BCCI.

2. The COA took note of the above.

M. Claims for Payment of Infrastructure Subsidy

1. The COA was informed that BCCI had received a claim for Infrastructure Subsidy from the Madhya Pradesh Cricket Association (“MPCA”).

2. After discussion, the COA decided that the claim made by MPCA for Infrastructure Subsidy should be referred to the Infrastructure Subsidy Committee along with any similar claims by other State Associations.

N. Proposal from Acting President for Distribution of Kit to Media

1. The COA was informed that the Acting President had requested that a proposal for distribution of kit (which may include bag, track suit, T shirt, cap, etc.) to media (BCCI accredited) who have covered Australia, New Zealand and Sri Lanka series on the eve of New Year be placed before the COA.

2. The COA considered the cost of accepting the Acting President’s proposal and decided that the proposal should be declined.

The meeting was adjourned and re-convened at 9.45 am on 11th November 2017.

Mr. Indranil Deshmukh (Cyril Amarchand Mangaldas) joined the meeting.

ITEM 2: CONFIRMATION OF THE MINUTES OF THE MEETINGS OF THE COMMITTEE OF ADMINISTRATORS HELD ON 24TH AND 25TH OCTOBER 2017 AS WELL AS 2ND NOVEMBER 2017

The minutes of the previous two meetings held on 24th and 25th October 2017 as well as 2nd November 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 2A: MATTERS ARISING OUT OF PREVIOUS MINUTES

A. Item 3(A) of Minutes of Meeting dated 27th September 2017 – Selectors

After discussion, the COA decided that:

- (a) The selectors whose services had not been utilized since January 2017 need not be relieved with effect from 30th September 2017 and their formal appointment may continue till the completion of the AGM but their services should continue to remain un-utilized (like since January 2017).
- (b) The CEO should send a suitable response to the Treasurer's email dated 7th November 2017 on the issue of selectors.

Mr. Gaurav Saxena joined the meeting.

B. Item 5(A) of Minutes of Meeting dated 24th and 25th October 2017 – Appointment of Soham Desai

CAM Team expressed its views on the appointment of Mr. Soham Desai. After discussion, the COA decided that CAM Team should make a recommendation in writing on the way forward after which the COA would take a decision in relation to both Mr. Soham Desai and Mr. Shankar Basu.

C. Item 5(B) of Minutes of Meeting dated 24th and 25th October 2017 – Appointment of Marketing Head – BCCI and Director – National Cricket Academy

After discussion, the COA decided that:

- (a) The offer letter of Mr. Tufan Ghosh should be issued stating that whilst he was currently being offered the designation of Chief Operating Officer – National Cricket Academy (“NCA”), once the new Memorandum and Rules and

Regulations of BCCI in terms of the recommendations of the Hon'ble Justice Lodha Committee is adopted, his designation would be Director of the NCA.

- (b) Korn Ferry should continue to look for candidates for the position of Head of Marketing, Communication & Digital but the correct designation for the position should be General Manager – Marketing, Communications and Digital.
- (c) BCCI should call for applications by issuing an advertisement on the BCCI website for the position of Head of Sales and Sponsor Fulfilment, who will report to the General Manager – Marketing, Communications and Digital.

D. Item 2(C) of Minutes of Meeting dated 2nd November 2017 – Retirement Letters

After discussion, the COA decided that:

- (a) The retirement policy and retirement age of 60 years should be notified to all staff along with the rationale for the same.
- (b) Ms. Edulji and the CEO should thereafter meet with any affected persons to implement the retirement policy in an amicable manner.

ITEM 3: CRICKETING MATTERS

A. Proposed Future Tours Programme for 2019 to 2023

1. The COA was briefed on the proposed Future Tours Programme (“FTP”) for 2019 to 2023. The requirements of the ICC Test Championship and the ICC ODI League as well as how the same had been factored into the proposed FTP for 2019 to 2023 were explained to the COA. The COA was also informed that except where the ICC had scheduled an ICC Event immediately after the IPL, the 15-day gap between the national calendar and the IPL was being complied with.
2. After discussion, the COA decided that:
 - (a) The proposed FTP for 2019 to 2023 is approved; and
 - (b) The proposed FTP for 2019 to 2023 should be placed before the General Body along with a note explaining the rationale on the basis of which the proposed FTP had been prepared for the purpose of enabling the General Body to take note of the same.

B. Player Compensation Structure

1. The COA was briefed on the player compensation structure viz. grading of retainer contracts with players and informed that there is currently no clearly defined policy on how retained players are given one grade of contract instead of another.
2. After discussion, the COA decided that it would discuss the player compensation structure during its meeting Mr. Ravi Shastri, Mr. Virat Kohli and Mr. M. S. Dhoni on 30th November 2017.

C. Organization Structure of National Cricket Academy

1. The COA was briefed on the organization structure of the NCA. The current reporting structure and alternate reporting structures were briefly discussed.
2. After discussion, the COA decided that:
 - (a) The COA would discuss the organization structure of the NCA with Mr. Rahul Dravid, Ms. Mithali Raj and Mr. Jatin Paranjape at the NCA on 12th December 2017.
 - (b) The CEO should come up with a presentation on the vision for the NCA.

Mr. Gaurav Saxena left the meeting.

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

After discussion, the COA decided that the Handbook on Core Principles and Policies for Administration of the BCCI ("**BCCI Handbook**") and Operating Process Manual for the BCCI ("**BCCI Manual**") prepared by Deloitte should be circulated internally to all BCCI Heads of Departments and any difficulties should be brought to the attention of the COA.

E. Letter from Administrator of Delhi & District Cricket Association

1. The COA was informed that Justice Sen, the Court appointed Administrator of the Delhi & District Cricket Association ("**DDCA**"), had addressed communications to BCCI seeking release of funds for obtaining temporary electricity connection for the T20 match between India and New Zealand and the upcoming Test Match between India and Sri Lanka at New Delhi between 2nd and 6th December 2017. The funds have been in sought in view of the need to take temporary electrical connection for additional load required to operate floodlights because the use of diesel generators has been recently prohibited in New Delhi.

2. After discussion, the COA decided that:
 - (a) Such amount as may be required by the DDCA for obtaining the necessary temporary electrical connections should be released either directly to BSES or (if that is not possible) to the DDCA.
 - (b) If the total amount exceeds the respective hosting fee of Rs. 2.5 crores for the Test Match and Rs. 1.5 crores for the T20 International Match, the excess amount should be debited against DDCA's share of amount due to association.

ITEM 4: ADMINISTRATIVE/ HR MATTERS

A. Re-Designation

1. The COA was informed that there were certain corrections in the list of re-designations that had been presented to the COA earlier.
2. After discussion, the COA approved the corrections to the list of re-designations and decided that the said re-designations would take effect from 1st October 2017.

B. Inventory Manager for the National Cricket Academy

After discussion, the COA decided that BCCI should call for applications by issuing an advertisement on the BCCI website for the position of inventory manager for the NCA.

ITEM 5: OTHER COA MATTERS

A. Email from Treasurer regarding Appointment of General Manager – Cricket Operations and Interviews for the post of GM-Cricket Operations

After discussion, the COA decided that those candidates who are yet to be interviewed from the pool of applicants who have already applied pursuant to the advertisement released should be interviewed and then the further course of action would be decided.

B. Email from Treasurer regarding Interruption of Ranji Trophy Match at Palam Ground

1. The COA was informed that the Treasurer had raised some queries in his email dated 6th November 2017 in relation to the security issues at Palam Air Force Ground where the Ranji Trophy match between Delhi and Uttar Pradesh was played. The COA was also informed that the necessary documents/ information will be collated in order for the COA to determine an appropriate response, if any.

2. The COA took note of the above.

C. Email from Treasurer regarding Television Broadcast of Ranji Trophy Matches

1. The COA was informed that the Treasurer had raised some queries in his email dated 6th November 2017 regarding the television broadcast of Ranji Trophy Matches. The COA was also informed that the necessary documents/ information will be collated in order for the COA to determine an appropriate response, if any.

2. The COA took note of the above.

D. Details of Constituent Members of State Associations

After discussion, the COA decided that a reminder email should be sent to all those State Associations that had not yet provided the details of their constituent members asking them to provide the same immediately.

E. Matters relating to Bihar Cricket Association

After discussion, the COA decided that it will address an email to the two rival factions of BCA communicating its stand on the three issues referred to in its email dated 21st September 2017.

F. Further Suggestions received on the Draft Constitution filed by COA

1. The COA was informed that further suggestions on the draft New BCCI Constitution filed by the COA in the Hon'ble Supreme Court had been received and that an updated chart capturing these further suggestions had already been circulated to the COA for its approval.

2. After discussion, the COA issued necessary instructions in relation to the above.

ITEM 6: LEGAL MATTERS

A. Matters relating to Jammu & Kashmir Cricket Association

1. The COA was briefed on the developments in the matters relating to Jammu & Kashmir Cricket Association ("JKCA").

2. The COA took note of the above.

B. Matters relating to Rajasthan Cricket

After discussion, the COA decided that the decision on the appointment of a replacement junior selector for Team Rajasthan in place of Mr. Kuldeep Mathur should be taken by a committee comprising of Ms. Diana Edulji, the Acting President and the Acting Secretary.

ITEM 7: ANY OTHER MATTER

A. Update on Request for Funds by Maharashtra Cricket Association

1. The COA noted that BCCI's legal advisor based in New Delhi (who had also appeared on behalf of the MCA at the time the order dated 18th September 2017 had been passed) had provided his opinion/ inputs *inter alia* confirming that in the event the MCA failed to furnish a bank guarantee as directed by the Hon'ble Supreme Court vide order dated 18th September 2017, there was a risk of the MCA's stadium at Pune being attached.
2. After discussion, the COA decided that BCCI should accede to the MCA's request and pay the amount of Rs. 7 crores (net of TDS and along with any applicable taxes) as required for the MCA to obtain a bank guarantee.

B. Contract for BCCI Digital Properties

Mr. Gaurav Saxena joined the meeting.

After discussion, the COA decided that the contract between BCCI and Pulse Innovation should be extended for 2 years on the same terms and conditions.

C. Recruitment Policy

After discussion, the COA decided that BCCI should call for applications by issuing an advertisement on the BCCI website for the position of Manager of Human Resources.

D. Email from Acting Secretary regarding Proposed Special General Meeting

After discussion, the COA decided that:

- (a) The COA will issue an email directing that a Special General Meeting be convened at the earliest to decide on at least the following matters viz. (i) proposed settlement with the erstwhile Kochi IPL Franchisee; (ii) revocation of suspension of Rajasthan Cricket Association; and (iii) the Future Tours Programme for 2019 to 2023.



- (b) The said email would direct that the proposed SGM should be attended only by the office bearers of the Associations.

Meeting concluded.

A handwritten signature in black ink, appearing to be 'V. R.' or similar, with a stylized flourish at the end.