

Important Decisions made at MSWC Meetings (Till November 2015)

1. To discourage the practice of sending mails either to all the Residents or to all MSWC members any Resident or by any MSWC member, it was decided that all mails ought to be routed through the convener, SBRA. This would prevent any communication between two or more parties from going out of bounds and creating unnecessary breach of trust as well as confidentiality (MOM00-5th April 2013).
2. Increase in SBRA maintenance charges from Rs. 210/- to Rs. 300/-. This will come in effect from the next semester onwards (July 2013). The reasons for the hike are myriad. The recurring cost of maintenance of water purifier, hiring of sweepers by MSWC, purchase of sports and other equipments, expenditure on maintenance related things and increase in SBRA activities to cite a few (MOM01-28th April 2013).
3. MSWC strongly discourages SBRA Residents from parking their cars and two wheelers near entrance gate and Water Cooler. This leads to inconvenience to Residents who use Water coolers at regular intervals (MOM01-28th April 2013).
4. In order to ensure that there is some amount of uniformity in terms of payment that is made to domestic helps as well as nannies at SBRA, MSWC invited female residents to deliberate regarding the aforementioned matter and the following payment guidelines were set. Residents are free to pay more than what is laid down depending on the workload at their respective homes. These are guidelines to ensure that there isn't too much of variability in payment for household chores and for taking care of children with in SBRA premises (MOM02-18th May 2013).

Type of work	No. of people : 2	No. of people : 3	No. of people : 4
Washing clothes	250	300	300
Cleaning utensils (twice a day)	200	250	250
Sweeping & Swabbing of floors	200		
Nanny/Ayaa	250 per hour for a month (previously 200) negotiable based on number of hours the services are required.		

5. To ensure that the Residents of SBRA fully clear CUGL Piped Gas Bills on completion of their Ph.D Programme and before they move out of the Apartment for good, MSWC decided to withhold Rs 1000/- as security deposit towards payment of CUGL Piped Gas. The security money will be released only after showing the NO DUES receipt from CUGL. This move will ensure that the Resident that comes to occupy the Apartment is not responsible for the payment of CUGL Gas Dues of the former occupant of the apartment (MOM03-2nd June 2013).
6. MSWC strongly urges SBRA Residents to vacate their respective Apartments one month after completion of their Defense Seminar. Those who are unable to do so can avail the SBRA Guest room facility for duration of 15 days on payment basis, provided they give a written request to convener, Forwarded through Guest room secretary. Residents have right to apply for Extension to stay in which MSWC can take suitable decisions (MOM03-2nd June 2013).
7. One month rent will be levied as penalty on those SBRA residents who decline to accept the SBRA apartment that has been allotted to them after holding the quarter even for a single day (MOM04-18th July 2013).
8. Guest room rent will be increased from Rs. 150/- per day to Rs. 200/- per day w. e f. 1st August 2013. The hike in charges is owing to provision of a number of facilities that are being provided to Guests staying at SBRA Guest Room. Additional amenities include a colour TV, cable connection, Almirah, telephone connection, Computer system and a Geyser. After installation of AC and Blower in the Guest room, the room rent will be further revised to Rs 300 per day. Depending on the season, either of the two facilities i.e., Geyser and AC will be made available (MOM04-18th July 2013).

9. Security money will be increased to Rs 2000/- for new SBRA resident's w.e.f. 1st August 2013. The security deposit shall be deposited in UBI Branch, IIT Kanpur as fixed deposit for a period of one year. Those students who are not married at the time of applying for SBRA and remain un-married at the allotment time, their name from the waiting list will be removed and they will not get SBRA and their security money will also be forfeited (MOM04-18th July 2013).
10. Marriage certificate is made mandatory for new SBRA applicants. The marriage certificate from civil court (only) should be produced to the SBRA office within three months from the date of application to the SBRA office for SBRA quarter. The applicant will be maintained in the waiting list, but if fails to submit the same within the prescribed period, his/her name from the SBRA waiting list will be deleted (MOM05-25th Aug and 9th Sept 2013).
11. Those SBRA Waiting - list students who have enrolled into Ph.D Programme after completion of their M.Tech Programme, need to apply afresh for SBRA accommodation. Their candidature will be on par with the fresh SBRA waiting list candidates. This decision was taken on the basis of the fact that a student ceases to be an IIT student on completion of one programme, and before enrolment into another, irrespective of the intervening period. Since this norm is prevalent in allotment of accommodation to student in IIT, it was decided that the same logic would apply in SBRA waiting list norms as well (MOM05-25th Aug and 9th Sept 2013).
12. A-2 quarter of old SBRA will be converted into children activity center (MOM8- 23rd Dec 2013).
13. The guest will be asked for ID cards from now on. Updated guest room form will be uploaded on website. (MOM3- 26th March, 2015)
14. If any resident has defended or is unregistered he/she has to vacate the house immediately. However a request for extension can be given as per following norms: Time period after defense/unregistered status.

	Fine
First Month	No fine + usual Rent
Second Month	Rs. 1,500/ + usual rent
Third Month	Rs. 2,000/ + usual rent
Fourth Month	Rs. 2,500/ + usual rent
Onwards	Rs. 10,000/ + usual rent

(MOM9- 3rd Nov 2015).

15. Some residents were concerned about accountancy on maintenance charge levied on all SBRA residents (600/year). The committee discussed and decided that from this year onward MSWC's yearly income and expenses will be documented under two sub headings. One subheading "Maintenance charge head" will consist only of the maintenance charges collected from residents and the other subheading "MSWC income head" will broadly consist of all other sources of income e.g. guest room, fines imposed, FD interest etc. Expenditures, which are public in nature (commonly accessible to/for all SBRA residents) such as cultural activities, sports activities, RO and aqua guard maintenance etc. will be accounted under "Maintenance charge head". This process will ensure that expenditure of the maintenance charge will be equivalent for all the SBRA residents. All other MSWC expenditures will be accounted from "MSWC income head". (MOM6-23rd June, 2015)
16. To avoid similar misuse in future as described in the above agenda, committee and Warden sir decided that the provision of applying to SBRA waiting list 4 months before marriage (MOM04-18th July) stands cancelled effective from "23-06-2015". From now onward, only those students who are married at the time of application will be allowed to apply for SBRA waiting list on submission of required documents. (MOM6-23rd June, 2015)

Note: The aforementioned minutes of the meeting are only meant as a source of quick reference to some important decisions being made at the SBRA MSWC MEETINGS. Resident is requested to kindly go through all minute's of the meeting posted at SBRA website for better understanding.