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AARC
Action Alliance for Recycling Beverage Cartons

MINUTES OF THE THIRD MEETING OF MANAGING COMMITTEE OF ACTION ALLIANCE FOR RECYCLING BEVERAGE CARTONS "AARC" HELD ON TUESDAY, 30TH OCTOBER, 2018 AT 02:00 PM AT 16TH FLOOR, TOWER 'C', BUILDING NO. 5, DLF EPITOME, DLF CYBER CITY, DLF PHASE III, GURGAON, HARYANA – 122002.

Time: 02:00 PM to 3:45 PM

MEMBERS PRESENT:

NAME	ORGANISATION
Mr. Ashutosh Manohar represented through Mr. Jaideep Gokhale	Tetra Pak India Private Limited (Tetra Pak)
Cdr. Amitabha Ray –Chairman of the Meeting	Schreiber Dynamix Dairies Private Limited
Mr. Rajneesh Vasudeva	Parag Milk Foods Limited
Mr. Sanjeev Ganesh	United Spirits Limited

SPECIAL INVITEES:

NAME	ORGANISATION
Dr. Praveen Aggarwal	CEO of AARC
Mr. Rajat Kumar and Mr. Ashwani Sharma	AARC
Mr. Sharad Sharma, Mr. Sunil Tembe and Mr. Pravin Mallick	Tetra Pak India Private Limited
Mr. Krutin Chaturvedi	Halewood Laboratories Private Limited
Mr. Deepak Jolly	Consocia Advisory Private Limited
Mr. Mayank Agarwal and Ms. Shilpi Singla	KrayMan Consultants LLP

1. QUORUM AND LEAVE OF ABSENCE:

In absence of Mr. Ashutosh Manohar, Cdr. Amitabha Ray was elected as Chairman of the Meeting. He welcomed the Members of Managing Committee and ascertained the quorum of the meeting.

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AARC
Action Alliance for Recycling Beverage Cartons

Mr. Rajneesh Vasudeva, an authorised representative of Parag Milk Foods Limited, attended the meeting through video conferencing and affirmed that audio and video was clear.

Mr. Shahrukh Adi Khan, an authorised representative of Dabur India Limited and Mr. Suresh Kumar BM, an authorised representative of Karnataka Milk Federation, informed their inability to attend the meeting due to their pre-occupation and leave of absence was granted to them.

2. TO REVIEW & CONFIRM MINUTES OF THE PREVIOUS MANAGING COMMITTEE MEETING HELD ON 02.08.2018

Minutes of the previous meeting held on 02.08.2018 were placed for perusal and the same were read and confirmed.

3. TO CONSIDER AND APPROVE THE APPOINTMENT OF CONSULTANCY FIRM M/S KRAYMAN CONSULTANTS LLP

The Committee members informed the Managing Committee that it is proposed to appoint M/s KrayMan Consultants LLP as consultant for AARC.

Accordingly, the following resolution was passed:

"RESOLVED THAT M/s KrayMan Consultants LLP be and is hereby appointed as consultant for AARC for the period 1st October, 2018 till 30th September, 2019 in order to provide accounting, tax & regulatory compliance and advisory services as per terms of their proposal received and placed before the Members of the Managing Committee.

RESOLVED FURTHER THAT the designated Members of AARC are, hereby authorized to do and perform any and all such acts, including execution of any and all documents required for above."

4. TO APPROVE AMENDMENT IN BYE-LAWS AND SUBMISSION OF APPROVED BYE-LAWS AT SPECIAL GENERAL MEETING FOR MEMBERS' APPROVAL

The Committee Member informed the Managing Committee that it is required to amend Bye-laws of the Society.

Accordingly, the following resolution was passed:

"RESOLVED THAT Members of Managing Committee hereby approves the proposed amendment of Bye-laws tabled before the meeting, and approves the submission of those amendments to the Members, in accordance with Rule and Regulation 26 of Bye-laws;

RESOLVED FURTHER THAT the designated Members of AARC are, hereby authorized to do and perform any and all such acts, including execution of any and all documents required for above.

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AARC
Action Alliance for Recycling Beverage Cartons

RESOLVED FURTHER THAT a copy of the above resolution certified as true copy by any designated Member of AARC may be forwarded to the concerned authorities and they be requested to act thereon."

5. TO APPROVE DRAFT NOTICE FOR CALLING SPECIAL GENERAL MEETING

The Committee Member informed the Managing Committee that amendment of Bye-laws requires approval of not less than 3/4th of the Members of the Society at Special General Meeting, hence a Special General Meeting is required to be called.

Accordingly, the following resolution was passed:

"RESOLVED THAT Members of Managing Committee hereby approves notice to call Special General Meeting of the Society at 11.30 A.M. on Friday, 16th November, 2018, at Head Office of the Society situated at A-73 (Basement) Malviya Nagar, Delhi - 110017.

RESOLVED FURTHER THAT the designated Members of AARC are hereby authorized to do and perform any and all such acts, including execution of any and all documents required for above."

6. TO APPROVE INDUCTION OF COCA-COLA INDIA AS A SUBSCRIBER MEMBER OF THE SOCIETY

The Committee Member informed the Managing Committee that they have received request from Coca-Cola India regarding their intention to become Member of the Society. However, due to unavailability of their legal documents, this agenda item is required to be considered again.

Chairman of the Meeting suggested to take this agenda item again for the next Managing Committee meeting.

7. TO CONSIDER AND APPROVE COCA-COLA INDIA'S REQUEST FOR BECOMING A MANAGING COMMITTEE MEMBER

The Committee Member informed the Managing Committee that they have received request from Coca-Cola India regarding their intention to become Member in the Managing Committee. However, due to unavailability of their legal documents, this agenda item is required to be considered again.

Chairman of the Meeting suggested to take this agenda item again for the next Managing Committee meeting.

CHAIRMAN'S INITIALS

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AARC
Action Alliance for Recycling Beverage Cartons

Shipra

8. TO APPROVE ADMISSION OF MANPASAND BEVERAGES LIMITED AS AN ASSOCIATE MEMBER

The Committee Member informed the Managing Committee that they have received request from Manpasand Beverages Limited regarding their intention to become Associate Member of the Society.

Accordingly, the following resolution was passed:

"RESOLVED THAT Members of the Managing Committee hereby accepts the request received from Manpasand Beverages Limited to become Associate Member of the Society with effect from 27th September, 2018.

RESOLVED FURTHER THAT the designated Members of AARC are, hereby authorized to do and perform any and all such acts, including execution of any and all documents required for above.

RESOLVED FURTHER THAT a copy of the above resolution certified as true copy by any designated Member of AARC may be forwarded to the concerned authorities and they be requested to act thereon."

9. TO CONSIDER REQUEST FROM OTHER COMPANIES INCLUDING SIG COMBIBLOC FOR MEMBERSHIP

The Committee Member informed the Managing Committee that they have received request from SIG Combibloc on October 5, 2018 regarding their intention to become Member of the Society.

Committee Member further informed that they have not received any confirmation on the class of membership i.e. whether as an Associate Member or Subscriber Member.

Chairman of the Meeting suggested to take this agenda item again for the next Managing Committee meeting.

10. TO CONSIDER PARTICIPATION OF MILK UNIONS (UNDER KARNATAKA MILK FEDERATION OR ANY OTHER ORGANIZATION LIKE AMUL) IN AARC AND THE FEE STRUCTURE FOR THEM

The Committee Member informed the Managing Committee that small Milk Unions under Karnataka Milk Federation have expressed their interest to join AARC. It was proposed that a new fee structure can be created for enabling them to join the Society.

In this regard Committee Members discussed various fees structures to accommodate the small Milk Unions. Accordingly, the following resolution was passed:

CHAIRMAN'S INITIALS

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Shipra

AARC
Action Alliance for Recycling Beverage Cartons

"RESOLVED THAT Members of the Managing Committee hereby accepts the request received from Milk Unions (under Karnataka Milk Federation or any other organisation like Amul) to become Associate Member of the Society.

RESOLVED FURTHER THAT consent of Members of the Managing Committee be and is hereby accorded subject to approval of the same in the ensuing Special General Meeting to create a new category for Dairy Union/ Small Co-operatives and thereby amending Bye-laws in the following manner:

Sl.	Associate Member Category	Subscription Fee (INR)	Annual Fee (INR)
1.	Dairy Union/ Small Co-operatives	100,000/-	50,000/-

RESOLVED FURTHER THAT the designated Members of AARC are hereby authorized to do and perform any and all such acts, including execution of any and all documents required for above.

RESOLVED FURTHER THAT a copy of the above resolution certified as true copy by any designated Member of AARC may be forwarded to the concerned authorities and they be requested to act thereon."

11. ANY OTHER ITEM WITH PERMISSION OF THE CHAIR

Committee Members informed the Managing Committee there are few matters not mentioned in Agenda items which needs to be discussed in the meeting.

After obtaining consent from Members of Managing Committee a presentation was given by AARC's team to update about the following matters.

1. Legislative update/ Steps

- Maharashtra- AARC met Maharashtra Pollution Control Board 'MPCB' several times presenting the beverage industry and got beverage cartons excluded from the ban. An Extended Producer Responsibility plan has been submitted to MPCB
- Tamil Nadu- AARC sent a representation in response to plastic ban introduced by Tamil Nadu Government
- Odisha- AARC sent a representation on plastic ban introduced by Odisha Government and response received was favorable too

2. Update on hiring of the National Recycling/ Collection Manager

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AARC
Action Alliance for Recycling Beverage Cartons

Team informed the Members of Managing Committee that AARC with Tetra Pak shortlisted candidate Mr. Maanik Bagai for the position of National Recycling Manager with expected CTC of upto Rs. 18 Lakhs (Rupees Eighteen Lakhs Only).

3. Update on planning for the Pune event in collaboration with MPCB

Team informed the Members of Managing Committee that MPCB has agreed to conduct a joint event towards end of January, 2019 to showcase active collaboration with the Government of Maharashtra/ MPCB.
Team informed the Members that the Concept note in this regard will be developed and will be shared with all the members for their views/ comments.
Team also informed to increase the visibility of AARC it will be a great opportunity to enter into some of the projects.

4. Plan for other states and cities beyond Maharashtra

Team informed the Members of Managing Committee to scale up collections we shall look beyond Mumbai and also focus on all other states like Tamil Nadu, Uttar Pradesh and Odisha for next twelve months. These states have been opted basis on regulatory aspects and system over there.

Team asked the Members to give their views on these locations which can help them in finalizing the cities.

Members of the Managing Committee suggested Team Members they shall start with one city in Tamil Nadu preferably Chennai because of the limited bandwidth.

In Uttar Pradesh, distance between Kanpur and Lucknow is very less and collection from one city will spill over in other cities too. Members of Managing Committee also suggested to consider Agra because of inflow of tourist and it will also help in increasing the visibility of AARC.

Members discussed the cities which can be covered in Odisha. They added that they can consider cities from collection perspective and which also adds visibility. Few members suggested Puri to increase the visibility and it will also help in increasing the volume because of the huge tourist support.

Member suggested that Delhi and Bangalore shall also be considered.

Team Members informed the Managing Committee Delhi, National Capital Region (NCR) we have significant eco systems. Karnataka also we have been working well and it is also visible. Case studies have been developed to showcase work there and it will be shared with Members of Managing Committee.

Team understands the need of members of Managing Committee and will consider their views in finalizing the cities.

CHAIRMAN'S INITIALS

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Action Alliance for Recycling Beverage Cartons

Members also suggested that they can jointly or individually adopt one state or city can robust the working of AARC.

5. Update on The Energy and Resources Institute 'TERI' Survey sponsored by Founding Member Tetra Pak

Team informed the Members of Managing Committee that Member Tetra Pak initiated a study conducted every three years on collection and recycling of used cartons through TERI.
In this regard quotation has been received from TERI and Supply Management has been engaged to finalize the contracts.

It is expected to be completed by March, 2019. Members of Managing Committee suggested that although this project has been sponsored by Tetra Pak but AARC shall take active participation in this project and shall be aware of all the facts of it.

6. RFP from waste collection agencies/ NGOs/ Companies to work with AARC

Team informed the Members of Managing Committee that in order to enhance collection and recycling of used cartons, AARC is proposing to invite waste collection agencies, recyclers and other stakeholders for consultative session. Meeting is proposed to be held in Mumbai.
Draft RFP in this respect shall also be circulated to all the Members of Managing Committee after this meeting showcasing all the insights.
Members suggested we shall consider Delhi for such activities to increase the visibility of AARC.

7. Update on Financial Including Membership Fees

Team updated the Members of Managing Committee about the payment made by them and also highlighted with some of outstanding payments.
Team members informed that out of 13 members 9 have paid the membership fees.
Team further added that the amount spent towards meetings in Mumbai is Rs. 98,638 (Rupees Ninety Eight Thousand Six Hundred and Thirty Eight).

8. Update on other activities including participation in Municipalika 2018

Team updated the Members of Managing Committee that in order to build awareness and creating an ecosystem for recycling, AARC participated in Municipalika 2018, a 15th International Exhibition and Conference on Smart and Sustainable City in Mumbai (19-21 September) to showcase their products made from used beverage cartons and also shared the future plans of AARC and collective efforts of carton industry in Maharashtra.

AARC also participated in World Environment Day held in Delhi Vigyan Bhavan from June 2, 2018 to June 5, 2018 to showcase products made from used cartons example **Bench, pallet, planter, notebook, roofing sheets etc.** where many Government functionaries were engaged.

CHAIRMAN'S INITIALS

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AARC
Action Alliance for Recycling Beverage Cartons

9. Propose a visit to recyclers (Deluxe Recycling and ITC) for AARC Members

Team updated the Members of Managing Committee that they shall organize members visit to recyclers (Deluxe Recycling and ITC) in order to build awareness and creating an ecosystem for recycling.

10. To consider obtaining Goods And Service Tax (GST) registration

The Committee Members informed the Managing Committee that it is necessary to have GST Registration and to authorise Dr. Praveen Aggarwal as the signing authority for GST registration.

Accordingly, the following resolution was passed:

"RESOLVED THAT an application be filed with Goods and Service Tax (GST) authorities or the designated authorities for obtaining GST registration number in the name of the Society.

RESOLVED FURTHER THAT Dr. Praveen Aggarwal, CEO, be and is hereby authorized to sign the application and submit / provide other relevant documents or information to the authorities or the designated authority and also authorize any other person or appoint and attorney, on Society's behalf, to do all acts, including submitting the requisite application / documents and to collect the GST registration number on behalf of the Society."

11. To consider obtaining TAN Registration and authorising Dr. Praveen Aggarwal for any other Registrations

The Committee Members informed the Managing Committee that it is necessary to have TAN Registration and to authorise Dr. Praveen Aggarwal as the signing authority for any registration purpose.

Accordingly, the following resolution was passed:

"RESOLVED THAT an application be filed with Income Tax Authorities or the designated authorities for obtaining TAN registration number in the name of the Society.

RESOLVED FURTHER THAT Dr. Praveen Aggarwal, CEO, be and is hereby authorized to sign the application and submit / provide other relevant documents or information to the authorities or the designated authority and also authorize any other person or appoint and attorney, on Society's behalf, to do all acts, including submitting the requisite application / documents and to collect the TAN registration number and to obtain any registration on behalf of the Society."

12. Charter Approval

Charter of Authorization was placed before the Members for their feedback. Members recommended that the process should be finalized in the manner which allows approvals

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Action Alliance for Recycling Beverage Cartons

to be given over e-mails authorizing selected signatories to run the operations within minimum delays. The charter including Member's feedback shall be tabled again in the next Managing Committee meeting for approval.

VOTE OF THANKS

There being no other business to transact, the meeting concluded with a vote of thanks to the Chair.

Date:
Place:

Chairman

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