

JUSTICE VIKRAMAJIT SEN

Former Judge of the Supreme Court of India

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Pursuant to the meeting today i.e 15th February 2017, I hereby give the following directions:-

1. All requests/permissions shall be sent to justicesen.ddca@gmail.com
2. Henceforth, all communications sent to ddca@ddca.co shall be forwarded to justicesen.ddca@gmail.com. The other email frequently used on behalf of DDCA namely ddca.stadium@yahoo.com shall no longer be used for any work on behalf of DDCA. It is hereby requested that the email and password be handed over to Mr. Sarvpreet who shall only monitor the ddca.stadium@yahoo.com and not use the email without permission. For now, Mr Sarvpreet is also responsible for the official email address of the DDCA namely ddca@ddca.co
3. As per our meeting today, we have been informed that all the rooms of the erstwhile office bearers of DDCA have been vacated and the keys returned. Accordingly, kindly ensure that the rooms for the erstwhile members are under lock and key and are used for holding cricket related activities after seeking my prior written approval.
4. All employees of DDCA to report every day in DDCA at the scheduled time and for now Mr. Pradeep Banerjee is responsible to ensure that employees are present in DDCA at all times. Any employee stepping out of the DDCA premises needs to seek prior permission from Mr. Banerjee after giving in writing the reasons for going out. Mr. Banerjee shall maintain a daily register of attendance of all the employees with timings. No overtime/leave shall be approved without seeking my prior approval.
5. Mr. Banerjee is requested to provide a chart of details of the date of appointment, duties and the salaries of all the employees within a week.



6. Mr. C K Bhardwaj shall submit a list of Affiliated Clubs and the details of the grants/allocations given to the Affiliated Clubs for the last three years within the next seven days. Mr. Bhardwaj shall also request the Affiliated Clubs to provide their registration details within four weeks as a society/ company and submit the audited accounts of the grants given by DDCA in the last three years.

7. Mr. Bhardwaj is requested to give a list of all the cases/litigations pending and the lawyer/advocate handling the same by 17th February 2017.

8. Mr. Pritam Panwar, Manager Accounts shall furnish details of the assets available with DDCA within a week; details of all the retainers of DDCA and their fee schedule along with the Executive Resolutions passed for appointing the said retainers.

9. Landline phones and Internet services to be used only in administrative, accounts and IT department. Internet dongles, if any to be surrendered within 48 hours to the administrative department. Mr. Bhardwaj shall maintain record of accessories to be utilised for cricketing services.

10. Till further orders to the contrary, signing authority in banks shall be amended for running the day to day affairs in the interim. The Signing authority in banks shall be Mr. Pritam Panwar and Mr. Vikrant. Appropriate letter shall be sent to all Banks forthwith. It is made clear that no money shall be transferred/disbursed without my written permission after the necessary request is made.

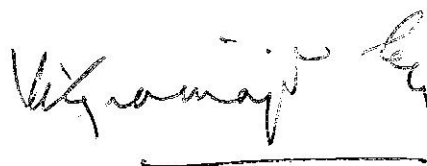
11. As of now I have been informed that Mr. Bhardwaj takes care of the membership register/records. Henceforth, amounts/money shall be accepted without prejudice on behalf of either ordinary members/institutional members until final verifications are made. All receipts issued will be without prejudice to the rights of DDCA. No new members shall be added.

12. Mr. Bhardwaj is requested to provide a list of all the members of DDCA in two days. A process for verification of members shall be instituted shortly.

CRICKET RELATED DIRECTIONS:

13. Selection Panel formed under Justice Mukul Mudgal for the present Domestic Season to continue till the Elections are held. The Selection Panel to hold meetings every week as per their convenience and assess the performances of the various teams and their support staff.

14. All pending payments of Domestic Season 2016-17 to be made on priority basis.



15. Cricket operations incharge (International, Domestic, Local & IPL matches) to continue as per the existing arrangement:

Convenor of matches- Siddharth Sahib Singh (Men)

Convenor of matches- Rajiv Malhotra (Women)

Cricket coordinator - Vikas Katyal and Ashok Sharma

The Cricket Convenors/ Coordinators to inform me on weekly basis about the cricketing activities.

16. The appointment of umpires and official scorers for the Domestic or local matches at Delhi shall be made by Mr RD Singh (BCCI approved scorer). However, it is made clear that prior permission would be required for any financial outlay.

17. The team constituted for conducting the IPL matches at Ferozshah Kotla is as follows:

- i. Overall Incharge & Signing Authority: Ravinder Manchanda
- ii. Media & Broadcasting: Salil Seth, PK Soni, Rajeev Malhotra
- iii. Ticketing & Accreditation: Ajay Sharma, Vikas Katyal
- iv. Cricket operations: Siddharth Sahib Singh, Gautam Vadhera, Narender Chiku
- v. Hospitality: Vivek Gupta, Bhupesh Kumar

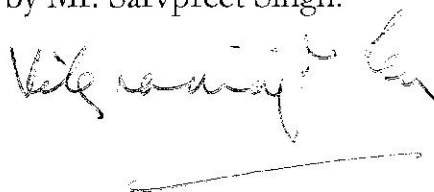
Mr Ravinder Manchanda is requested to coordinate with GMR (Delhi Daredevils) and inform me on weekly basis about the progress for conducting the IPL. Any decision/contract is not to be taken with my prior written consent.

EXTERNAL AUDIT AS PER THE ORDER OF THE HIGH COURT:

18. Proposals be called from organizations such as Deloitte, KPMG and others of repute to conduct the external audit. It is essential that such organizations are familiar with the functioning of such sports bodies.

19. For the smooth functioning of DDCA and to ensure accountability, Mr. Sarvpreet Singh is requested to open a dedicated email address latest by tomorrow for Mr. Bharadwaj, Mr. Banerjee and Mr. Pritam Panwar which will be administered by the respective persons only. Kindly provide the email address of the above-mentioned persons.

20. A copy of these instructions maybe uploaded on the official website immediately by Mr. Sarvpreet Singh.


Vikas Katyal