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**BUREAU OF INDIAN STANDARDS**

**MINUTES**

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| ***Committee*** | ***Meeting No.*** | ***Day, Date and Time*** | ***Venue*** |
| **Management and Productivity Sectional Committee, MSD 4** | **40th**  **Meeting** | Friday, **13 Sept 2024,**  **14:3**0 **hour** | **Hybrid Meeting**  **Bureau of Indian Standards**  **Manak Bhavan 9, B.S. Zafar Marg New Delhi – 110 002** |

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| **Chairperson: Prof. Rajeev Aggarwal, IIM Nagpur** | **Member Secretary: Shri Ashish V. Urewar Scientist: C (MSD) BIS** |
| **Members Present:** Please see **Annex A** |  |

### GENERAL

### Welcome by BIS

Shri A S Bhatnagar, Sc-G & Head (MSD), BIS extended a warm welcome to the Chairman and distinguished members present in the Management and Productivity Sectional Committee meeting, MSD 4. He highlighted the importance of participation/attendance in this Committee and in the various ISO Committees by way of commenting on all documents, including ISO Documents. Also discuss the issue of efficiency in the working of TCs.

He requested experts to give comments on ISO Standards which are under formulation stage and documents and ISO Ballots being circulated to them. He informed the committee about important changes incorporated in the functioning of standardization activity. He informed the committee that Sub Committees have been replaced by Panels. The convenor will then update the Sectional Committee about progress of work. The committee will review the working of panel and will disband the Panel after completion of project.

In addition to this, he informed the committee that experts nominated in ISO Global Directory will be again reviewed. The members will be re- nominated and new experts will be nominated as per their expertise related to ISO project. He further informed that nominated experts will be responsible for attending ISO meetings and will represent BIS in respective ISO Committees. He emphasized that it is crucial for experts to ensure that BIS’s interests are well taken care of.

### Opening Remarks by Chair, MSD 4 Prof. Rajeev Aggarwal, IIM Nagpur.

Prof. Rajeev Aggarwal extended a warm welcome, as he assume chairmanship of MSD 4, to all the Management and Productivity Sectional Committee members, MSD 4. He briefed about the importance of productivity in the business sector and how this sectional Committee will play a key role in helping the business to increase their overall productivity. He apprised the committee members of the Key Agenda points and also requested the Committee members for their active participation.

### ACTION TAKEN REPORT

Committee noted the information given at item 1 of agenda.

1. **CONFIRMATION OF THE MINUTES OF THE LAST MEETING**

The Committee confirmed the minutes of the 39th Meeting of the Management and Productivity Sectional Committee, MSD 4 as circulated.

1. **SCOPE & COMPOSITION OF MANAGEMENT AND PRODUCTIVITY SECTIONAL COMMITTEE, MSD 4, ITS PANELS** 
   1. The Committee reviewed item 3.1 of the agenda regarding the scope and composition of the Management and Productivity Sectional Committee, MSD 4, as given in Annex A of the agenda. The following decisions were taken during the meeting:

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| Organization | Members | Decision |
| In Personal Capacity | Shri Atul Mishra | Co-opted |

* 1. The Committee noted item 3.2 of the agenda sub-committee are now transform into panel.
     1. The Committee noted item 3.2.1 of the agenda regarding composition of the Panel for Coordination with ISO/TC 258 on Project, Program, and Portfolio Management MSD 4/P-35, as given in **Annex B** of the agenda,

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| --- | --- | --- |
| Organization | Members | Decision |
| Cubic Turnkay Pvt | Tejas Sura | Co-opted |
| Siemens Ltd | Manoj Belgaonkar | Co-opted |
| In Personal Capacity | Atul Mishra | Co-opted |

* + 1. The Committee noted item 3.2.2 of the agenda regarding composition of the Panel for Coordination with ISO/TC 289 on Brand Evaluation, MSD 4/P-39 is placed in **Annex C** of Agenda.
    2. The Committee noted item 3.2.3 of the agenda regarding composition of the Panel for Coordination ISO/TC 308 on Chain of custody, MSD 4/P-40 is placed in **Annex D** of Agenda.
  1. **Co-options request on the Portal**

The committee review the Item 3.3 of the Agenda and taken following decision.

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| **Sl. No.** | **Name** | **Organization** | **Committee decision** |
|  | Shri Atul Mishra | In Personal Capacity | Co-opted in MSD 4 and P-35 |
|  | Shri Vijayaraju K |  | rejected |

1. **PROGRAMME OF WORK, MSD 4**

The Committee noted the Programme of Work of Management and Productivity Sectional Committee, MSD 4 as given in **Annex E** of the Agenda.

1. **NEW WORK ITEM PROPOSAL**
   1. The Committee noted the information given in Item 5.1 of Agenda and taken following Decision.

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| **Document** | **Decision** |
| Establishing resilient supply chain- guidance | Wide circulation |

* 1. **FDIS/DIS documents :**

The Committee noted the information given in Item 5.3 of Agenda and taken following Decision.

1. **REVIEW OF PUBLISHED INDIAN STANDARDS** 
   1. The Committee noted the information given in Item 6.1 of Agenda.
   2. The committee reviewed the information given in Item 6.2 of the agenda and taken the following decision.

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| **Sl No.** | **IS NO.** | **Title** | **Committee Decsion** |
|  | IS 9990 : 1998 | Glossary of terms in terotechnology First Revision | Allotted to Dr. Pyne for review  Reaffirm |
|  | IS 15363 (Part 3) : 2004 | Guide to terotechnology (The Economic Management Of Assets): Part 3 guide to the available techniques |
|  | IS 10400 : 2013 | Inventory management - Glossary of terms | Reaffirm and Prof Milind Akarte, Prof Ruchita Gupta to review for revision |
|  | IS 16184 : 2014 | Technology management - Glossary of terms | Reaffirm and Prof Milind Akarte, Prof Ruchita Gupta to review for revision |
|  | IS 14580(Part1):2020 | Project Planning, Monitoring and Control Part 1 Methodology | Prof Rajeev Aggarwal +Atul Misra to review with expert |
|  | IS 7337:2020 | Project management- Glossary of Terms | Prof Rajeev Aggarwal +Atul Misra to review with expert |
|  | IS 14581 : 2019 | Guidelines for formulation and operation of a suggestion scheme in an organization (Second Revision) | Wide circulation |
|  | IS/ISO 20671 : 2019 | Brand Evaluation - Principles and Fundamentals | Withdrawn |
|  | IS 14580 (Part 1) : 2020 | Project Planning, Monitoring and Control Part 1 Methodology ( First Revision ) | Prof Rajeev Aggarwal + Tjas Sura +Atul Misra + Dr Mondhe to review |
|  | IS 14580(Part2): 2006 | Use of network analysis for projects management, Part 2: Use of graphic technique | Prof Rajeev Aggarwal + Tjas Sura +Atul Misra + Dr Mondhe to review |
|  | IS 15446 (Part 1) : 2004 | Guide to production control: Part 1 Introduction | The interim report approved as received from Prof. A. Gohil and suggestion received from expert communicated to Prof Gohil. |
|  | IS 15446 (Part 2) : 2004 | Guide to production control: Part 2 Production programming |
|  | IS 15446 (Part 3) : 2004 | Guide to production control: Part 3 Ordering methods |
|  | IS 15446 (Part 4) : 2004 | Guide to production control: Part 4 dispatching (Shop - Floor Control) |
|  | IS 15446 (Part 5) : 2004 | Guide to production control: Part 5 Relationship between production control and other management function |
|  | IS 15446 (Part 6) : 2004 | Guide to production control: Part 6 computer aided production control |

1. **DRAFT DOCUMENT UNDER WIDE CIRCULATION**

The Committee noted the information given in Item 7 of Agenda the document has been completed wide circulation so decision taken to finalized.

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| IS 16421 : 2016 | Glossary of Terms in Supply Chain Management |

1. **DRAFT INDIAN STANDARD UNDER PRINT**

The Committee noted the information given in Item 9 of Agenda.

1. **Annual calendar for TC meeting:**

The Committee noted the information given in Item 10 of Agenda.

1. **IMPLEMENTATION OF THE PROCESS REFORMS AIMED AT THE STRENGTHENING OF THE STANDARDISATION ECOSYSTEM IN THE COUNTRY**

The Committee noted the information given in Item 11 of Agenda.

1. **INTERNATIONAL ACTIVITIES**
   1. **ISO/TC 258 - Project, Programme and Portfolio Management**

The committee noted the information given in Item 12.1.1 and 12.1.2 of the Agenda.

The committee reviewed Item 12.1.3 and taken following decision

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| **ISO TC** | **TC Name** | **Project** | **Title** | **High/Med/Low** | **Decision on Experts** |
| ISO/TC 258 | Project, programme and portfolio management | ISO/FDIS 21506 | Project, programme and portfolio management — Vocabulary | medium | **Shri Jagdish Prasad** |
|  | SR | ISO/AWI 21508 | Earned value management in project and programme management | High | **Chairperson will recommend the expert** |
|  | SR | ISO/AWI 21511 | Work breakdown structures for project and programme management | High | **Chairperson will recommend the expert** |
|  | NWIP | ISO/WD 21513.3 | Guidance on post-project and programme evaluation | High | **Chairperson will recommend the expert** |

* 1. **ISO/ TC 289 - Brand Evaluation**

The committee reviewed the information given in Item 12.2.1, 12.2.2 and 12.2.3 of the Agenda and taken following decision

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| --- | --- | --- | --- | --- | --- |
| **ISO TC** | **TC Name** | **Project** | **Title** | **High/Med/Low** | **Decision on Experts** |
| ISO/TC 289 | Brand evaluation | ISO/DIS 11778 | Brand evaluation — Tourism City | Medium | Panel to nominate expert for the approval of chairperson |

* 1. **ISO/TC 308 - Chain of Custody**

The committee reviewed the information given in Item 12.3.1 band 12.3.2 of the Agenda and taken following decision

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| **ISO TC** | **TC Name** | **Project** | **Title** | **High/Med/Low** | **Experts Proposed** |
| ISO/TC 308 | Chain of custody | ISO/CD 13659 | Chain of Custody — Book and Claim — requirements and guidelines | medium | Shri Jagdish Prasad |
|  |  | ISO/CD 13662 | Chain of Custody — Mass Balance — Requirements and guidelines | High | Prof Rajeev Agarwal, Nalini Prava |

1. **MEASURES TO ENSURE EFFECTIVE PARTICIPATION BY INDIAN EXPERTS**

The Committee noted the information given in Item 13 of Agenda.

1. **SCIENTIFIC JOURNALS AND PERIODICALS TO BE SUBSRIBED BY BIS**

The Committee noted the information given in Item 14 of Agenda.

1. **MAPPING OF IMPORTANT GOVERNMENT SCHEMES BY BIS**

The Committee noted the information given in Item 15 of Agenda.

1. **ANY OTHER NATIONAL/INTERNATIONAL EVENT TO BE PARTICIPATED**

The Committee noted the information given in Item 16 of Agenda.

1. **GENDER RESPONSIVE STANDARDS INITIATIVE**

The Committee noted the information given in Item 17 of Agenda.

1. **BIS CERTIFICATION SCHEMES**

The Committee noted the information given in Item 18 of Agenda.

1. **NATIONAL INSTITUTE FOR TRAINING IN STANDARDIZATION (NITS)**

The Committee noted the information given in Item 19 of Agenda.

1. **BIS ACTIVITIES ON SOCIAL MEDIA**

The Committee noted the information given in Item 20 of Agenda.

1. **INFORMATION ON E-SALE OF STANDARDS BY BIS**

The Committee noted the information given in Item 21 of Agenda.

1. **NOMINATING YOUNG PROFESSIONALS IN BIS TECHNICAL COMMITTEES**

The Committee noted the information given in Item 22 of Agenda.

1. **BIS CONNECT**

The Committee noted the information given in Item 23 of Agenda.

1. **DATES AND PLACE FOR THE NEXT MEETING**

The Committee authorized to chairman decide next discussed with member secretary.

1. **ANY OTHER BUSINESS**

Nil

[**Annex A**](#A1)

**Virtual Present**:

1. Prof. Rajeev Aggarwal, Indian Institute of Management, Nagpur (Chairman)
2. Shri Ravindra Gokhale, Indian Institute of Management, Mumbai
3. Dr. Ruchita Gupta Indian Institute of Management, Mumbai
4. Dr. Naliniprava Tripathy, IIM Shillong.
5. Shri V.K. Jain, Indian Institute of Materials Management, New Delhi
6. Prof Chandan Chowdhury, Indian School of Business, Hyderabad
7. Prof. Pratap Sunder, Indian School of Business, Hyderabad
8. Shri V. K. Gupta, International Institution of Technology and Management
9. Dr. Onkar. S. Mondhe Ordnance Factory Board, Kolkata
10. Shri Manoj Belgaonkar, Siemens Ltd., Maharashtra
11. Ms. Renu Sharma, In personal capacity, New Delhi
12. Prof. Ved Prakash, In personal capacity, New Delhi
13. Dr Tarapada Pyne, Centre for reliability and Diagnostics, Mumbai
14. Shri Divakaran P. Kaiprath, In personal capacity, New Delhi
15. Shri Tejas Sura, In personal capacity
16. Shri Jagdish Prasad (In personal capacity)
17. Shri Atul Mishra, In Personal Capacity

**BIS Officers**

1. Shri A S Bhatnagar Sc-‘G’ & Head (MSD), BIS, New Delhi
2. Shri Ashish V Urewar Sc. C (MSD), BIS, New Delhi (*Member-Secretary, MSD 04*).