

MINUTES OF MEETING

MEETING DATE & TIME : 24th January 2026 (03:30 PM - 05:30 PM)

VENUE : PDFOWS Office, 11th Floor, Prakash Deep Building, New Delhi

MEMBERS PRESENT :

1. Mr. Ashok Kr. Jain – President
2. Mr. Ravi Sharma – Vice President (Absent)
3. Mr. Lokesh Kumar – Secretary
4. Mr. Kailash Chandra Sharma- Treasurer (Absent)
5. Mr. Sunil Ambardar – Joint Secretary
6. Mr. D.K. Devesh – Executive Member
7. Mrs. Ekta Choudhary – Executive Member
8. Mrs. Neelam Sharma – Executive Member (Absent)

AGENDA, DISCUSSION POINTS & ACTIONS

1. Finalization and signing of the draft AGM Minutes held on 20th September 2025.
 - AGM Minutes of meeting finalized and signed by the members
2. Finalization and signing of the draft Minutes of Meeting (MoM) held on 11th October 2025.
 - MOM Signed by the members
3. Finalization and signing of the draft Minutes of Meeting (MoM) held on 25th October 2025.
 - MOM Signed by the members
4. Finalization and signing of the draft Minutes of Meeting (MoM) held on 20th December 2025.
 - MOM Signed by the members
5. Discussion on GST Order U/s 73, FY 2021-22 received from GSTO regarding tax liability with penalty.
 - The members were apprised with the receipt of an Order of the GSTO on GST matter for FY 2021-22 where in the GSTO has disallowed the ITC claimed by the Society on the grounds that these were ineligible ITC as per section 17(5) of the CGST Act 2017.
 - Mr. Ambrish Rastogi CA, appeared on behalf of the Society for this matter, and he was present in this meeting to apprise the Executive members of the legal position of the society and why such order was passed and the recourse the society has at its disposal. Mr. Rastogi, explained to the members that the GSTO has

failed to appreciate the facts presented before the GSTO as he has even disallowed the fire insurance on the society building, the GSTO claimed this to be vehicle insurance although he was explained that the society does not own any vehicle. Similarly, the GSTO has disallowed ITC on invoices for the repair/maintenance charges paid to M/s. SSA Techno and Sainka Constructions.

- Mr. Rastogi also explained that the society has 90 days to either go for an Appeal against the impugned order to the higher Authority, or
- Request for rectification of the order with the same officer, i.e. the GSTO.
- He further informed that the GSTO is on long leave till the 2nd of Feb, 2026.

6. Discussion on show cause notice for suspension of Society GST Number 07AACAP8786B1ZC

- Members discussed the SCN with CA and request him to meet the GSTO for revocation of GSTN on priority. The CA agreed to do so, and also explained the ambiguity in the said SCN due to which proper response could not be filed so far.

7. Discussion on outstanding tax demand for AY 2018-19 in Income Tax.

- As per the CA demand shown in the notice is not justified as it's a mismatch of TDS claimed by the Society in its ITR but the same was not allowed by the department despite several requests / correspondence in the past.
- A fresh representation was again made with the ITO in January 2026, to which response from the ITO's office was awaited.
- CA assured the members that he is hopeful that this matter shall be resolved soon in society's favour.

8. The Boom barriers (02 Nos.) need to be replaced as they are beyond repair, the bodies are severely corroded, and spare parts are no longer available due to the models being obsolete.

- Members discussed and decided to replace both the boom barrier with latest technologies and provision for automatic vehicle tag scanning on the new system so that any unauthorized vehicle should not be entered inside the building premises without taking prior permission from society office.

9. Common washroom (Gents & Ladies) renovation cum repair with replacement of all fittings.

- Complete renovation of both the washrooms (Gents & Ladies) will be taken over after the building's exterior repair work completed, at this stage only the broken Urinal or any other toilet fittings can be replaced with new one with minimal cost.

10. Finalization of a new elevator company to replace the existing Hyundai make elevator (Lift No. 2).

- Deferred till the new managing committee will take over after schedule election to be held in April 2026

11. Meeting is pending with the members of the Election Committee, formed pursuant to the decision dated 20.09.2025, for initiating and planning the election process

- Meeting with Election committee will be called on the same day when society scheduled meeting is already planned i.e. 4th Saturday of every month. Hence on 28th February 2026 meeting can be arranged.

12. The Consultant's contract (M/s Team Professional), which is scheduled to end on 31 January 2026, has been requested to be extended until April 2026, at the same existing rates.

- Consultant contract has been extended with same rate till April 2026.

13. SSA Techno (Contractor) has again submitted a request for release of the retention money for the work done in Phase-I and Phase-II and extra work. He is pressing hard to get his retention money to be released asap.

- Committee decided to go by the work order/contract terms only, accordingly the retention money shall be released after completion of DLP of Phase-III.

14. The decision on FM Contract renewal will also be taken after April 2026.

- Deferred till April 2026