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Minute of the meeting held on 5th December, 1959.

A meeting was held on the 5th instant at 3P.M. to consider regarding the venue and other details in connection with the Afro-Asian Convention. The following were present:

1. Shri V.B. Karnik from Bombay.
2. Mr. Karnik.
3. Shri Samar Guha
4. Shri Koop Narain.
5. Shri M.L. Sodhani.
6. Miss Sushma Malik.

It was thought that the inauguration of the Convention should be held on the 19th afternoon and the closing Session on the 21st afternoon of the 21st, February, 1960. It was also thought that after the inauguration the delegates will be divided into four committees who will discuss the specific points in their committees on the 20th and a meeting of all the delegates will be held on the 21st morning to take their decisions. On the 21st afternoon the closing session will be held.

It was also thought that on the opening day atleast a thousand to twelve hundred persons are expected to be present out of the 3,000 invitations issued. It was therefore thought that Sapru House or any other House in Delhi will not be enough to hold the invitees. It was therefore thought advisable that Vigyan Bhawan should be booked for the opening session of the 19th February of the Convention. It was also thought for the 20th & 21st. four committee rooms on the first or second floor only may be booked, and the committee meetings could be easily take place there. Each committee room will easily hold 70 to 75 persons.

For the 21st. afternoon, the closing session the maximum attendance would not exceed 300 to 350 persons and as such one of the Commission room upstairs - one having a sitting capacity of 350 persons- may be booked and the closing session may be held in the same Commission room.

It would be advantageous to hold it in Vigyan Bhawan as morning Coffee, lunch and afternoon tea could be served there. The lounge downstairs and the dining hall will be available free of charge, and we can arrange through private caterer for catering to our requirements.

It was also thought that a public meeting should be held on the 21st evening, at 5 P.M. or so.

The question of raising funds was also discussed and it was considered that a Reception Committee may be formed with a Reception Committee membership and it was expected that we should be able to enroll atleast atleast 500 members of the same Reception Committee, which would give us a sum of Rs25,000/- .

A brochure should also be printed on the occasion and it may be possible to secure advertisement worth Rs5000/- for the same. The brochure may also be sold for Rs1/- or so per copy and the amount so realised will be able to meet the printing and publishing costs of the brochure. In addition to the above ~~breakdown~~ donations have to be collected from persons so that we should be able to collect atleast Rs25,000/- to make it a success.

The total expected expenditure of the same should not exceed Rs25,000/- as follows:

i. Hire of Vigyan Bhawan & Committee rooms	Rs6,000/-
ii Printing, stationery and invitation cards etc.	Rs1,000/-
iii) Lunch, tea, and coffee for 2 days.	Rs2,000/-
iv) Postage and telegrams.	Rs1,000/-
v) Transport for office use.	Rs1,000/-
vi) Transport for local sight-seeing for the delegates and observers.	Rs1500/-
vii) Voluntary service	Rs500/-
viii) Reception	Rs1000/-
ix) Entertainment	Rs2,500/-
x) Temporary office requirements, staff etc.	Rs1,000/-
xi) Miscellaneous.	Rs1000/-
Total	Rs 18,500/-

It was also thought necessary that committees may be formed to look after the delegates and observers as follows:

- i) Reception Committee
- ii) Transport Committee
- iii) Accomodation Committee
- iv) Publicity Committee
- v) Entertainment Committee
- vi) Hospitality Committee.
- vii) Sight-seeing committee

The meeting adjourned thereafter.

Secretary

Preparatory Bureau, Afro-Asian Convention
on Tibet.

Minutes of an informal meeting held on 9th December, 1959
at 18, Windsor Place.

The following were present in the meeting:

Shri Ashok Mehta M.P.
Shri M.L. Sedhani.
Lala Hans Raj Gupta, Esq.
Shri Ganga Saran Sinha.
Shri Prabhakar Padhye
Shri Phadnis.
Shri Roop Narain.
Shri I.P. Anand.
Shri Prem Bhagin.
Shri I.P. Varma.
Miss Sushma Malik.

The minutes of the meeting held in Bombay on the 7th Nov. 1959 were read out by Miss Sushma Malik, the secretary of the Preparatory Bureau. Mr Sedhani placed before those present in the meeting the minutes of the meeting held at I.C.W. on the 5th December, '59.

The minutes are herewith attached.

Mr Padhye argued that it was not practicable to book Vigyan Bhawan for the Convention because he did not expect that many influential people will come to attend it, they having to bear their expenses for passage to India. In addition, he said, they will also have to face difficulties with regards to passports etc. The others appeared to agree with Mr. Padhye's arguments and therefore it was decided that Sapru House(Hall) should be booked for three days that is 19th, 20th, & 21st, February, 1960. It was thought that it might be possible to get some committee rooms in Diwan Chand Trust Bldgs as well.

It was decided that the formation of Reception Committee should await Shri J.P.'s arrival in India, though a list of the proposed members of the Reception Committee should be prepared.

Lala Hans Raj Gupta, informed that he had arranged a room in the Diwan Chand Trust Buildings, 30 Ferozshah Road, for the use of the Preparatory Bureau.

Secretary

Preparatory Bureau, Afro-Asian Convention on Tibet