Date: 19 / 11 / 2021

## Minutes of the Meeting

An internal meeting among the PI and Co-PI of OCGG was held on 19th November 2021 at 4 PM in Room No. 51, School of Chemistry, GMU. The following members were present in the meeting:

1. Dr. Monalisa Mohapatra, PI, OCGG, Associate Professor, Chemistry
2. Dr. Nibedita Nath, Co-PI, OCGG, Assistant Professor and Head, School of Anthropology
3. Dr. Manosmita Mahapatra, Co-PI, OCGG, Assistant Professor and Head, School of Sociology
4. Dr. Raghunath Satpathy, Co-PI, OCGG, Assistant Professor, School of Biotechnology
5. Dr. Asoka Kumar Tarai, Co-PI, OCGG, Assistant Professor, School of Philosophy
6. Dr. Nirupama Sahoo, Co-PI, OCGG, Assistant Professor, School of Statistics
7. Dr. Doleswar Bhoi, Research Associate, OCGG
8. Pritipadma Sahu, Research Assistant, OCGG

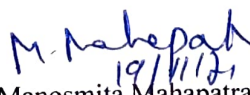**Agenda:** Discussion on Questionnaire for Old Age-Home

**Resolution:** After a thorough discussion the following decision has been taken;

1. All Co-PI will send the questions of respective areas to OCGG email-Id i.e., ocgg@gmuniversity.ac.in
2. Questions related to psychological aspect of the study and few questions on anthropometric measurements has been received by Dr. Nibedita Nath from Dr. R. Goswami and Dr. K. Rath respectively. She will share the questions with the center.
3. Research Associate and Research Assistant of the center will combine all questions received from Co-PIs and make draft of the combined questionnaire for the pilot study.
4. Dr. Nirupama Sahoo will check the questionnaire once it is ready, for the validation and modification if needed.
5. After finalization of the questionnaire by Co-PIs and PI, a meeting will be organized with Prof. Atanu Kumar Pati, Chairman, Advisory Committee, OCGG for finalization of questionnaire.
6. A Standard Operation Procedure (SOP) for field work will be made and finalized by PI after discussion with the concerned person of the administrative wing and higher authorities.
7. Rapport will be established with all Old Age Homes before the pilot study for smooth collection of data.
8. A consolidated report shall be prepared by OCGG after the completion of field work.
9. Dr. Nibedita Nath was given the responsibility of creation of a web page for the center in GMU website. She will coordinate with the System Manager regarding this.
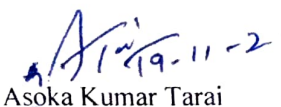
### Signature of members

Dr. Monalisa Mohapatra
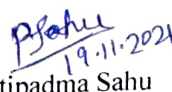
Dr. Nibedita Nath

Dr. Manosmita Mahapatra

Dr. Raghunath Satpathy

Dr. Asoka Kumar Tarai

Dr. Nirupama Sahoo

Dr. Doleswar Bhoi

Pritipadma Sahu