

**AGENDA FOR THE  
NINETEENTH MEETING OF FINANCE COMMITTEE  
TO BE HELD ON ~~24.02.2011~~ 15 MAR 2011  
AT 11.30 AM  
IN THE BOARD ROOM OF THE INSTITUTE**

**C O N T E N T S**

ITEM No.	PARTICULARS	Page No(s)
<b>ITEM FOR CONFIRMATION OF LAST MEETING'S MINUTES &amp; ITS FOLLOW UP</b>		
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**ITEM NO. F. 19.1 TO CONFIRM THE MINUTES OF 18<sup>TH</sup> MEETING OF FINANCE COMMITTEE HELD ON 09.11.2010 AND TO REPORT ACTION TAKEN THEREON**

(a) The minutes of the 18<sup>th</sup> meeting of Finance Committee of the Institute, held on 09.11.2010, were circulated amongst all its members vide institute letter No.NITTTTR/Board/18<sup>th</sup>-Minutes/27707-23 dated 03.12.2010 for their information and comments, if any. A copy of the minutes is enclosed as **Annexure-I** (page Nos.01 to 05). Since no comments have been received from any of the members, the same may be confirmed as recorded.

**(b) FOLLOW UP** of items of previous meeting (s) :

Minutes of the last meeting	Follow up
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**ITEM NO. F.18.1 TO CONFIRM THE MINUTES OF 17<sup>TH</sup> MEETING OF FINANCE COMMITTEE HELD ON 28.07.2010 AND TO REPORT ACTION TAKEN THEREON.**

The minutes were confirmed as recorded

Noted

**Against**

**ITEM NO F.13.5 TO CONSIDER CREATION OF POSTS UNDER OBC-OSC SCHEME OF THE CENTRAL GOVERNMENT**

Shri N Mohan Das, Director (T), Govt. of India stated that they are examining the matter and communication will reach the institute within ten days.

No reply received from MHRD so far. A reminder in this regard was sent vide this Institute letter No NITTTTR / Admn / RA / 31843 dated 28.01.2011.

**Against**

**ITEM NO F 13.6 TO CONSIDER REVISED TA RULES FOR TRAINEES, PARTICIPANTS, DELEGATES EXPERTS AND INSTITUTE EMPLOYEES FOR CONDUCTING SHORT TERM COURSES WORKSHOPS, SEMINARS CONFERENCES, MEETINGS ETC**

It is resolved that external faculty / experts be paid Rs. 1,000/- per day in

Office Order no. 221 dated 23.12.2010 notifying the revised.

place of per hour. For seating fee for attending selection committee meeting, the amount recommended is Rs. 2,000 per meeting. For other meetings the approved rate is Rs.1,000/- per day.

rates issued for the informatic and necessary action of all Hez of Departments, Section Incharg and Accounts Officer. The iter may please be noted

**Against**

**ITEM NO.F.17.2.4 TO CONSIDER MEDICAL AID TO RETIREES**

The item was noted

Noted

**Against**

**ITEM NO.F.17.2.5 TO CONSIDER THE ENHANCEMENT OF HONORARIUM PAID TO M.TECH / M.E. THESIS EXAMINERS**

The committee approved Rs.500/- per thesis for evaluating M.E/M.Tech thesis. For Ph.D, the remuneration rates of Panjab University shall continue.

Noted

**Against**

**ITEM NO.F.17.2.6 TO REVIEW DELEGATION OF POWERS OF THE DIRECTOR**

The item was noted

Noted

**Against**

**ITEM NO.F.17.2.7 TO CONSIDER COLLABORATION AGREEMENT WITH THREE UNIVERSITIES OF UKRAINE, EUROPE**

A detailed deliberations took place and it was decided that exchange of faculty between three universities of Ukrain (Europe) and NITTTR, Chandigarh is recommended. It is resolved that air fare expenses will be paid by the respective university / NITTTR for sponsoring their faculty. However, stay and other expenses will be borne by the host where faculty will go. However, the faculty of Ukrain will be provided accommodation in the institute guest house only. Once it is approved by the Board of Governors, formal

Letter No. NITTTR / Board / F.17.2.7 / 31882-83 dated 01.02.2011 requesting MHRD to convey its approval was sent. No reply has been received from MHRD so far.

approval from the MHRD shall be obtained for signing the MoUs and this approval and MoUs signed will be placed before the Finance Committee in its next meeting for ratification.

**Against**

**ITEM NO.F.18.2.1 TO REVIEW DELEGATION OF POWERS OF THE DIRECTOR**

The matter was discussed and it was decided that items at Sr. Nos. 3, 13, 14, 15, 18, 21, 23, 23-A, 29, 30, 53, 62 and 66 of Annexure – VI are recommended to the Board of Governors for approval; and items at Sr. Nos. 47, 50, 56 were recommended with the modifications desired by the Chairman to the extent indicated below:

Noted

Sr.No.27

This was agreed being equivalent scales of these posts (old and new pay scales).

Sr.No.47

upto a limit of Rs.15,000/- for each item subject to maximum of Rs.50,000/- for each work.

Sr.No.50

Full powers, provided the amount does not exceed Rs.10,000/- on each occasion.

Sr.No.56

A panel of lawyers may be prepared and the cases may be assigned to any of the lawyers in the panel with the amount of fee approved by the competent authority.

Item at Sr. No.28 of the said Annexure was not agreed to.

**Against**

**ITEM NO.F.18.2.2 TO CONSIDER REVISED BUDGET ESTIMATES OF THE INSTITUTE FOR 2010-11 AND BUDGET ESTIMATES FOR 2011-12**

Item No. 'C' i.e. the provision of Rs. 1020 lakhs under plan – creation of capital assets may be referred to the Ministry with justification for approval. The rest of the revised budget estimate for the year 2010-11 and budget estimate for the year 2011-12 were recommended to the Board of Governors for approval.

Noted

**Against**

**ITEM NO.F.18.2.3 TO CONSIDER THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2009-10**

The committee desired the institute authority to pursue the matter to obtain audit certificate from A.G. Audit, Punjab and UT, Chandigarh for its submission to the ministry by the due date.

Audit Certificate on the Annual Accounts of the institute for the year 2009-10 was received from the Principal Accountant General (Audit) Punjab & UT Chandigarh, vide letter No. OAD © / AA / NITTTTR / 460 dated 02.12.2010 (Copy attached as **Annexure – II** at page No.6 to 12). The same was incorporated in the Annual Report of the institute for the year 2009-10 which was sent to the MHRD vide Institute's letter No. NITTTTR / Board / AR-2009-2010 / 27762 dated 06.12.2010.

**Against**

**ITEM NO.F.18.2.4 TO CONSIDER AUDIT AND INSPECTION REPORT OF THE INSTITUTE FOR THE YEAR 2009-10**

The committee was apprised that audit of records / expenditure / propriety items for the financial year 2009-10 are continuing since 12 October, 2010. The audit and inspection report shall be submitted to ministry and to the Board of Governors in its next meeting on its receipt. This was duly noted by the Finance

Regular audit of expenditure / records of the Institute for the financial year 2009-10 has been conducted by the office of the Principal Accountant General (Audit), Punjab & U.T. Chandigarh during the period from 12.10.2010 to 15.11.2010. Audit & Inspection report has been received vide their letter No. OAD

Committee.

/ Civil / Audit / 454 dated 29.11.2010 (copy placed as Annexure – III at page no.13 to 23). As per that report, out of the 19 old outstanding paragraphs up to the year 2008-09, 9 paragraphs have been settled. For the year 2009-10, 09 paras have appeared in the current Audit & Inspection Report. Annotated replies to the audit paras have been sent to their office vide this office letter No. NITTTTR / B&ITA / Audit / 31592 dated 19.1.2011.

**Against**

**ITEM NO.F.18.2.5 TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (GENERAL), NON-PLAN AND PLAN – (OSC)OBC SCHEME DURING THE FIRST QUARTER OF THE FINANCIAL YEAR 2010-11**

The committee recommended to the Board of Governors the matter regarding unspent balance of Rs. 191.88 lakhs under plan(OSC) OBC Scheme may be taken up with the CPWD for obtaining the bills against the expenditure under the project 'Construction of New Hostel Building/Lecture Hall'. However, the Member Secretary apprised that the unspent balance amount will be utilized for which he indicated that the required item has been placed under item F.18.2.8.

Noted

**Against**

**ITEM NO.F.18.2.6 TO WRITE OFF 51 OLD COMPUTERS PURCHASED DURING 2001 TO 2003 AND TO CONSIDER DONATING THE SAME TO GOVERNMENT ORGANISATIONS**

The item was recommended to the Board of Governors for its approval.

Noted

**Against**  
**ITEM NO.F.18.2.7 TO CONSIDER NATIONAL SKILL DEVELOPMENT PROGRAMME**

The Member Secretary requested Shri N Mohan Das, Director (T) to send a formal sanction for incurring expenditure on the Skill Development Programme. Shri N Mohan Das replied that at this juncture the formal communication is not required as the four NITTTTRs have been assigned this task of Skill Development Mission and the expenditure be incurred by the institute for its preliminary work and the same is recommended for approval by the Board of Governors. The Chairman also kindly agreed to this suggestion.

Noted

**Against**  
**ITEM NO.F.18.2.8 TO CONSIDER ADDITIONAL AND ESSENTIAL WORKS TO BE UNDERTAKEN UNDER OBC SCHEME**

The item was discussed and it is resolved that first three items in serial be undertaken out of the unspent balance under Plan (OSC) OBC grant. The same is recommended to the Board of Governors for its approval. Director (T), MHRD desired that the institute should prepare a prospective plan for next five years and submit the same to the Ministry which may include the infrastructure developmental works.

- Professor Incharge new Buildings is pursuing for execution of work of 3 items as approved by BoG during its last meeting.
- The prospective plan for next five years for infrastructure development of the institute is enclosed as **Annexure - IV** at page no.24.

**ITEMS F.19.2****FOR CONSIDERATION****ITEM NO.F.19.2.1 TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (GENERAL), NON-PLAN AND PLAN – (OSC) OBC SCHEME UP TO THE THIRD QUARTER OF THE FINANCIAL YEAR 2010-11**

The status report of expenditure incurred by the Institute under Non Plan, Plan (General), and Plan-(OSC)-OBC scheme up to 3<sup>rd</sup> quarter ending 31.12.2010 of the financial year 2010-11 is as under:

Position of fund/expenditure at the end of 3<sup>rd</sup> quarter i.e. 31.12.2010

(Rupees in lakh)

Particulars	Non Plan	Plan (General)	Plan (OSC)-OBC
	Recurring	Recurring	Recurring/ Non Recurring
Balance as on 1.4.2010			
-against grant	(-) 22.98	62.44	
-against internal revenue	343.96	100.08	
Net opening balance	320.98	162.52	194.09
Grant-in-aid received up to 31.12.2010	734.18	112.50	0.00
IRG up to 31.12.2010	191.39	8.55	0.00
Total amount available as of 31.12.2010	1246.55	283.57	194.09
Expenditure incurred till 31.12.2010	1167.92	312.75	22.14
Unspent balance as of 31.12.2010			
-against grant	(-) 456.72	(-) 137.81	
-against internal revenue	535.35	108.63	
Closing balance	78.63	(-) 29.18	171.95

Note: \*Grant of Rs. 37.00 lakh sanctioned by MHRD vide letter No. 7-8/2009-TS.IV under Plan (General) scheme for the year 2009-10 was received in Institute's bank account on 3.4.2010.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATION TO BOARD OF GOVERNORS FOR APPROVAL



**ITEM NO.F.19.2.2 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE**

Physical verification of goods including equipment, furniture etc. of the institute is conducted at the end of each financial year as per provisions of GFR 192(1), 192(2) & 192(3). For conducting physical verification, various committees of the officers of the institute were constituted at the Institute level. Accordingly, for the last financial year, a physical verification was conducted at the end of the financial year 2009-2010. Physical verification reports submitted by the committees are attached as **Annexure - V** at page no.25 to 102 for perusal.

The committees have recommended that the goods including equipment & furniture items, as indicated below, have become unserviceable/obsolete and as such be declared so.

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase From To	Book Value		Total Amount	
			Rs.	P	Rs.	P
<b>1.</b>	<b>ELECTRICAL ENGG. DEPTT.</b>					
a)	Electrical Mtc. Section	1993-2007	6,84,060.00		6,84,060.00	
<b>2.</b>	<b>CIVIL ENGG. DEPTT.</b>					
a)	Highway Engg. Lab.	1971-2003	15,054.75			
b)	Soil Engg. Laboratory	1968-1994	46,983.26			
c)	Hydraulics Laboratory	1973	4,695.00		1,18,353.93	
d)	Concrete Technology Lab.	1970-2003	51,620.92			
<b>3.</b>	<b>ELECTRONICS &amp; COMM. ENGG. DEPARTMENT</b>					
a)	PLC Laboratory	1999	2,27,823.00		15,07,960.16	
b)	DSP Laboratory	1999-2003	7,41,151.80			
c)	PC Laboratory	2001-2006	8,520.00			
d)	Tool Electronics Workshop	1982-1988	772.22			
e)	ECE Commn. Lab	1983-2003	4,57,684.36			
f)	Basic Electronics Lab.	1973-1993	72,008.78			
<b>4.</b>	<b>TELEPHONE MTC. SECTION</b>					
		1994-2001	22,014.10		22,014.10	

**C/F 23,32,388.19**

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase		Book value		Total Amount	
		From	To	Rs.	P	Rs.	P
						<b>B/F</b>	<b>23,32,388.19</b>
5.	COMPUTER SCIENCE DEPARTMENT	1988-2006		9,10,043.00			9,10,043.00
6.	ETV DEPARTMENT						
(I)							
a)	Audio Video	2002-2005		1,56,000.00			
b)	ETV Studio Register I	1984-1988		1,05,183.43			
c)	ETV Studio Register I B	1999		566.50			
d)	ETV Post Production	1987-2002		39,980.46			3,21,888.49
e)	ENG Laboratory/Store	1986		330.00			
f)	Art Material ETV	1985-1989		10,941.00			
g)	Electronics Service Centre	1982-1990 1986-2005		8,887.10			
6.	ETV DEPARTMENT						
(2)	Cassettes (Consumable)	1986-2005		51,051.00			51,051.00
7.	MECHANICAL ENGG. DEPTT.						
a)	Thermal Engg. Lab.	1970-1990		41,570.45			
b)	CAD/CAM lab.	1995-2002		4,83,480.00			18,34,407.72
c)	Ref. Lab. & AC Plant	1980-1998		5,67,019.49			
d)	Metrology Lab.	1979-2004		7,34,023.78			
e)	Material Testing Lab.	1970-1985		8,314.00			
8.	APPLIED SCIENCE DEPARTMENT	1970-2008		1,03,111.40			1,03,111.40
9.	HOSTEL	1990-2003		32,760.81			32,760.81
10.	GUEST HOUSE	1984-2007		18,903.58			18,903.58
11.	CENTRAL STORE Non consumable	1988-2009 1983-1994		2,676.42 10,295.70			12,972.12
12.	CURRICULUM DEV. CENTRE	1997-2003		1,10,300.00			1,10,300.00
13.	EMGT DEPARTMENT	1999-2002		1,90,835.00			1,90,835.00
14.	IMCO DEPARTMENT	1998-2003		81,605.00			81,605.00
15.	RURAL DEV. DEPTT.						
a)	Rural NC I	1987		74,430.00			
b)	Rural Display Centre	1994-2004		1,56,621.20			8,16,318.97
c)	Rural Alternate energy Centre	1998-2002		1,25,058.37			
d)	Rural Network Information Centre	1997-2004		4,60,209.40			
						<b>C/F</b>	<b>68,16,585.28</b>

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase		Book Value		Total Amount Rs.
		From	To	Rs.	P	
					B/F	68,16,585.28
16.	ACEDEMIC CELL	2003-2006		39,392.81		39,392.81
17.	LIBRARY	1986-2002		4,03,999.99		4,03,999.99
18.	IRMU	2001		2200.00		2200.00
19.	MEDIA CENTRE					
a)	Photocopy Section	1977-1991		45,131.50		2,45,669.26
b)	PA System	1990-1992		31,427.76		
c)	DTP	1995-2005		1,69,110.00		
20.	CEC DEPARTMENT	1998-2005		1,16,679.00		1,16,679.00
21.	DISPENSARY	1979-1999		9,494.62		9,494.62
22.	ESTATE DEPTT.					
	Campus Mtc.	1983-2009		3,812.40		3,812.40
	Bld. Mtc.	1995-2009		10,378.90		10,378.90
23.	FURNITURE	1967-2004		1,40,958.09		1,40,958.09
24.	ACCOUNTS SECTION	1970-2001		60,529.30		60,529.30
25.	ESTT. SECTION	2002-2005		62,300.00		62,300.00
					Total	79,11,999.65

The goods of the Electrical Engineering Department, Electronics & Communication Engineering Department, Computer Science Department, ETV Department, Mechanical Engineering Department Information Management and Coordination, Rural Development Department, Library, and Media Centre noted at Sr. No.1,3,5,6,7,14, 15,17 & 19 above, which were recommended for declaring obsolete/unserviceable, were costing Rs.68,57,003.59. It includes costly items (exceeding Rs.50,000/-) costing Rs.33,67,865.80. Since the value of such equipment was very high, another committee with two outside experts was constituted vide Office Order No.254 dated 03.01.2011 to consider recommendations of the Physical Verification Committees of the institute. The recommendations of the said committee are also enclosed as **Annexure - VI** at page

No.103 to 106. The committee has also recommended to declare costly equipment items of Rs. 33,67,865.80 as obsolete/unserviceable.

After declaring the above noted goods costing Rs.79,11,999.65 as obsolete/unserviceable, the same will be disposed off by way of public auction/sealed bids and the sale proceeds thereof will be deposited into the institute accounts. The list of goods will also be got cleared from the Stores and Accounts of the institute.

It is certified that:

1. there is no loss of goods due to theft ; and
2. the physical verification reports do not disclose any defect in the system or serious negligence, fraud or mischief on the part of any employee of the Institute.

It is proposed that the unserviceable, obsolete equipment/furniture etc. as indicated above, whose book value is as under, be declared so, for disposal.

	<u>Rs.</u>	<u>P</u>
1. Equipment items including Furniture (as per details above)	79,11,999.65	
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	<b>Total 79,11,999.65</b>	
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THE FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS REGARDING DECLARATION OF THE ABOVE NOTED GOODS COSTING Rs.79,11,999.65 AS OBSOLETE/UNSERVICEABLE.