

ITEM NO. F. 20.1 TO CONFIRM THE MINUTES OF 19TH MEETING OF FINANCE COMMITTEE HELD ON 15.03.2011 AND TO REPORT ACTION TAKEN THEREON

(a) The minutes of the 19th meeting of Finance Committee of the Institute, held on 15.03.2011, were circulated amongst all its members vide institute letter No.NITTTTR/Board/19th –Minutes / 1911-26 dated 06.04.2011 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. 19.1 (a) TO CONFIRM THE MINUTES OF 18TH MEETING OF FINANCE COMMITTEE HELD ON 9-11-2010 AND REPORT ACTION TAKEN THEREON

(a) 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

While noting the item, the Chairman requested the Member-Secretary to follow up with MHRD. He also requested Mr. Navin Soi to take it up with the Technical Bureau of MHRD.

Still no information is received from MHRD, New Delhi. However a reminder has again been sent to Ministry vide letter No. NITTTTR / Admn / RA / 8244-45 dated 30.05.2011 to expedite the case.

Against

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

The Members were apprised that the institute received a communication from MHRD and the institute replied to the same recently. It was decided that the case may be pursued further with the MHRD

The institute sent letter no.NITTTTR/Appsc/34501 dated 11.03.2011 to Ministry of Human Resource Development, New Delhi, for approval of MoU between three universities of Ukraine. But no reply is received so far.

Against

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

The Member-Secretary informed the Hon'ble Members that there was no serious audit objection in the audit report received. This was noted by the members.

Noted

Against

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

The Member Secretary informed the Members that the MHRD will be requested for additional funds to meet the expenditure on account of National Skill Development Programme, for which the institute has been working with all sincerity and diligence.

During the year 2010-11, the institute made a significant contribution to the National Skill Development Programme by way of designing 66 curriculum documents pertaining to five sectors of Indian economy. The curriculum documents stand submitted to the MHRD, Govt. of India, New Delhi. The matter regarding getting funds for the National Skill Development Programme was taken up with the MHRD, Govt. of India. Since the ministry didn't agree to provide separate funding for the National

Skill Development Programme, the institute has stopped further work on preparation of curriculum documents. Ministry of HRD, Govt. of India has accordingly been informed.

Against

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

The Member-Secretary informed the Hon'ble Members that after the payment of Rs.63.11 lakhs would be made by the institute, which will be done shortly as the institute has already receiving the bills from CPWD, the three items approved in the last meeting of the Finance Committee will be taken up by CPWD in the next Financial Year.

The institute has deposited an amount of ₹ 63.11 lakhs with CPWD to meet the final liabilities of the execution of construction work for New Hostel Block and Additional Lecture Hall Complex, vide cheque No.067604 dated 15.03.2011. CPWD is undertaking the execution of 3 items approved by Finance Committee i.e. (i) Development of Language-cum-communication Skills Lab; (ii) All-weather connectivity to newly constructed boy's hostel; (iii) Wire-gauge door shutter (towards the corridor side) in all the hostels. Besides above, based on the approved plan for next five years for infrastructure development of the institute; CPWD has signed a MOU for undertaking following 8 items of work, during 2011-12:

	Approx. Cost
(i) Renovation of institute academic & admn. blocks	1,20,40,250.00
(ii) Improvement of Sector 26 Campus Drainage	44,92,300.00
(iii) Improvement of Sector 26 Campus Internal Roads	2,35,51,100.00
(iv) Development of Language – cum-communication Lab	32,12,087.00
(v) Development of open-air stage	11,38,200.00
(vi) All weather connectivity to boy's hostel	22,50,414.00
(vii) Water fountain near Auditorium	18,00,000.00
(viii) Tower Clock over ETV & Computer Sc. Building	9,60,000.00
Total	4,94,44,351.00

33⅓% (₹ 1,64,79,802/-) of above estimated cost has been deposited with CPWD as per MOU for the above works.

Against

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

While discussing the item, Shri Navin Soi , Director (Finance), MHRD, pointed out that the posts under Plan scheme should have been placed into Non-plan long back. The Member-Secretary explained that the matter is pending with the MHRD since 2001. However, the Chairman advised that the matter be again pursued with the MHRD and requested Mr Soi to get it expedited at the earliest. Mr. Soi informed the committee that additional grants for the year 2010-11 are to be released shortly and the amount is expected to reach the institute by March 21/22, 2011.

A reminder has been sent to Director(T), MHRD, New Delhi vide letter no.NITTTTR/Admn/E-III/C-4/8139-40 dated 26.05.2011 with a copy to Shri Navin Soi, Director, IFD, MHRD, New Delhi with a request for transferring the posts from Plan to Non-plan along with consequent expenditure thereon to the tune of Rs.3 Crore per annum (approx).

Against

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

The item was discussed at length. The Chairman pointed out that any equipment has a life span. He further advised that a separate list be

As advised by the Chairman, Board of Governors, two separate lists of equipment, based on their life span (below 10 years and more than 10 years), which are to be written off, have been prepared (Annexure II & III)

Annexure II - List of equipment proposed to be written off having life span more than 10 years.

prepared showing the life span of equipment, which are below 10 years and above 10 years. A proper procedure may then be formulated for declaring the goods obsolete or unserviceable after obtaining the necessary certificate from the concerned vendors. The item was thus deferred and is to be placed in the next meeting.

Annexure III - List of equipment proposed to be written off having life span less than 10 years.

The procedure adopted in the institute to write off the material is as under:-

As per GFR-192(1)(2) & (3), Physical verification of stores is required to be conducted every year after the closing of financial year in the month of April. For this purpose, the Director constitutes committees of Professors / Associate Professors, Assistant Professors, Faculty Incharge Administration, Accounts Officer, etc. Physical verification of each department is conducted by the respective committees. Committees verify physical stores and records and recommend unserviceable /obsolete/outdated stores for writing off the same to Faculty Incharge Administration (FIA).

The FIA consolidates the list of obsolete equipment. For the equipment costing more than ₹ 50,000/-, a technical committee consisting of one out side expert each from the relevant field is constituted, with the approval of Director, to verify / scrutinize such stores again and make recommendations for write off of equipment. The minutes of the Technical committee are placed before the Director for his approval. After the approval of the Director, the case is placed before the Finance committee for its consideration and recommendation to the Board of Governors for approving obsolete / unserviceable/outdated stores.

In the light of above, Finance Committee may kindly recommended to write off equipment worth ₹ 79,11,999.65/-. (**Annexure – II** at page nos.6 to 77 equipment worth ₹ 53,02,998.22/-, **Annexure – III** at page nos.78 to 110 equipment worth ₹ 26,09,001.43/-)

Against

ITEM NO F. 19.2.3 TO CONSIDER APPOINTMENT OF TECHNICIANS ON CONTRACT BASIS

The committee suggested that the existing manpower available at the institute may be utilised after giving training to the eligible employees. If there is no such suitable person who can be trained in a particular discipline, then a separate proposal may be put up in the next meeting obtaining the views of the concerned Head of the Department and justification for making such contract appointment.

Noted

Against

ITEM NO F.19.2.4 TO CONSIDER PROVIDING INTERNET CONNECTIVITY 1Gbps UNDER THE PROJECT OF NATIONAL MISSION ON EDUCATION THROUGH ICT OF MHRD

This proposal was considered and the committee unanimously recommended to the Board that the amount of ₹ 49.635 lacs may be paid to BSNL authority from the fund obtained under Plan (Capital Assets) Head recently.

The project of providing Internet Bandwidth of 1 Gbps by BSNL authority under NMEICT was stopped because MHRD denied to provide the major share of ₹ 2 crore of the project to BSNL authority since NITTTR is not a full fledged university. So, the amount of ₹49.635 lacs to be paid by the institute had not been paid to BSNL authority. Rather, the Institute received 100 Mbps free Internet band width from NIC Delhi under NKN project.

ITEM F.20.2 FOR CONSIDERATION

ITEM NO.F.20.2.1 TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER NON PLAN, PLAN (GENERAL) AND PLAN - (OSC) - OBC SCHEME UP TO 4th QUARTER OF THE FINANCIAL YEAR 2010-11

The status report of expenditure (provisional) incurred by the Institute under Non Plan (Recurring), Plan-Non Recurring-Creation of Capital Assets, Plan (General) -Recurring and Plan-(OSC)-OBC scheme up to 4th quarter ending 31.3.2011 of the financial year 2010-11 is as under:

Position of fund/expenditure at the end of 4th quarter i.e. 31.3.2011
(Rupees in lakh)

	Non Plan	Plan-Non Recurring	Plan (General) -Recurring	Plan(OSC) - OBC
Particulars	Recurring	-Creation of Capital Assets	Recurring	Recurring / Non-Recurring
Balance as on 1.4.2010				
-against grant	(-) 22.98	292.79	-267.35	
-against internal revenue	343.96	+37.00	100.08	194.09
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Net opening balance	320.98	329.79	(-) 167.27	194.09
Grant-in-aid received up to 31.3.2011	1009.50 + 739.50* ----- 1749.00	375.00	216.00	0.00
IRG up to 31.3.2011	267.68	0.00	9.07	0.00
Total amount available as of 31.3.2011	2337.66	704.79	57.80	194.09
Expenditure incurred till 31.3.2011	1725.21	385.92	148.26	194.09
Unspent balance as of 31.3.2011				
-against grant	0.81	318.87	(-) 199.61	0.00
-against internal revenue	611.64	0.00	109.15	
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Closing balance	612.45	318.87	(-) 90.46	0.00

Note: Grant of ₹ 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.

*Grant of ₹ 739.50 lakh sanctioned under Non Plan (Recurring) scheme by the MHRD vide letter dated 29.3.2011 for financial year 2010-11, which was received in Institute's Saving Bank Account with Canara Bank on 2.4.2011, is taken as receipt for the financial year 2010-11.

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

**ITEM NO.F.20.2.2 TO CONSIDER ENHANCEMENT OF ALLOWANCE
PAYABLE TO THE PART TIME HOSTEL WARDEN
OF THE INSTITUTE**

Shri A.K. Duggal, Hostel Warden, vide his letter dated 15.09.2010 has requested for revision of allowance for the Hostel Warden with a plea that the earlier allowance was fixed when the institute had two hostels with a total capacity of 145 rooms. Now with construction of new Hostel Blocks, an addition of 160 rooms in boys hostel and 40 rooms in ladies hostel has been made. Copy of letter dated 15.09.2010 of Shri AK Duggal is attached as **Annexure – IV** at page No.111. There are, thus, in total 5 hostel blocks (including one for ladies) with a total strength of 300 single rooms and 45 family rooms. The details of Hostels is as under:

A For Gents

1. Chandrashekhar Hall : 100 rooms (Single)
2. Raman Hall : 45 rooms (Family Accommodation)
3. Tagore Hall : 80 rooms
4. Amartya Hall : 80 rooms
5. Other Areas : Multi-purpose Hall, TT room, Common room, Badminton Hall Mess & Canteen etc.

B For Ladies

1. Mother Teresa Hall : 40 rooms
2. Some rooms in Raman Hall also used as Ladies Wing

As per practice, Hostel Warden is required to look after various services pertaining to hostels viz. Mess, Canteen, Common rooms, Multi-purpose Hall etc. The role of the hostel warden for Ladies hostel is specifically to redress the problems related to Girls/Ladies.

Background :

The Board of Governors in its 4th meeting held on 07.07.1969, vide Item No.B.4.9, had created a position of Part-time Hostel Warden of the institute on the payment of an allowance of ₹ 50/- per month. Subsequently, this allowance was enhanced to ₹150/- and ₹1,000/- per month by the Board of Governors in its 69th meeting vide Item No.B.69.3 (Against item No.F.38.4) held on **25.10.1994** and (in its 12th meeting) vide Item No.B.12.4.1 held on **24.10.2008** respectively.

The institute has sought information from other organizations viz. Panjab University, IISER Mohali and other NITTTRs regarding honorarium being paid to hostel warden. As per the information received from PU, Chandigarh, IISER and NITTTR, Bhopal, an honorarium of ₹ 1,000/-, ₹ 3000/- and ₹ 3000/- per month respectively is being paid to the hostel warden. Reply received from these organisations are enclosed as **Annexure - V** at page no.112 to 114. NITTTR, Bhopal also paid an honorarium of ₹1500/- per month to Assistant Warden. In addition, IISER also provides free accommodation to Hostel Warden.

The institute has two hostel wardens, one for Boys Hostels and other for Ladies Hostel.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO THE BOG FOR ENHANCING MONTHLY ALLOWANCE TO THE HOSTEL WARDEN (BOYS HOSTEL) AND SUGGEST ALLOWANCE FOR THE HOSTEL WARDEN (LADIES HOSTEL).

ITEM No. F.20.2.3 TO CONSIDER PROMOTION OF LDC UNDER 10% QUOTA FROM MSA WHO ARE IN THE GRADE PAY OF ₹ 1800/-

The institute has 20 sanctioned posts of LDCs against which 14 LDCs are presently working and 6 posts of LDCs are lying vacant.

As per the mode of appointment approved by the Board of Governors in its 17th meeting held on 28-7-2010, 10% of the vacancies in the posts of LDCs will be reserved for filling up from amongst those employees who have minimum Matric qualification and are working in the Grade Pay of ₹1800/-. Selection would be made through a competitive exam/test confined to such employees of the institute who fulfil the requirement of minimum qualification i.e. Matriculation or equivalent. The maximum age of the employees for being eligible for this exam/test would be 40 years (45 years for Schedule Caste/Schedule Tribes and 43 years for OBCs). The Board of Governors had also approved in its 51st meeting held on 18.3.1989 that there should be no age bar for internal candidate for competing for higher posts in the institute, for faculty as well as for other posts.

Out of the 20 sanctioned posts of LDCs, the institute has filled up only one post of LDC against 10% quota in form of Mr Raj Paul who was promoted on 28.02.1991, after having qualified in the competitive exam/test.

At present 6 posts of LDCs are lying vacant. The post of LDC is a direct recruitment post which is to be filled from open selection. The Government of India has imposed a ban on all direct recruitment posts till the ratio of faculty and non-teaching staff is brought to the level of 1:1.1. However, one post of LDC under 10% quota can be filled on promotion basis from among the senior most MSAs having matric qualification and working in the Grade Pay of ₹ 1800/-.

The Board of Governors vide Item No. B.17.3.1 (A) in its 17th meeting held on 28.7.2010 also approved 100% promotions upto the category of Assistant by promotion on seniority-cum- fitness basis without any test.

Keeping in view the above, the Finance Committee may kindly recommend to the Board of Governors for filling up of one post of LDC under 10% quota on seniority basis from amongst the senior most MSAs who are in the Grade Pay of ₹1800/- without any competitive examination/test and without any bar of age.

THE FINANCE COMMITTEE MAY CONSIDER AND MAKE
SUITABLE RECOMMENDATIONS TO THE BOARD OF
GOVERNORS

SUPPLEMENTARY

ITEM No. F.20.2.4 TO CONSIDER AND APPROVE THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2010-11

As per para 2 of Govt. of India, Ministry of Human Resource Development letter No. 19-1/2011-IFD dated 3rd May, 2011 (copy enclosed as **Annexure – VI** at page No.115 to 117), the Autonomous organizations are required to ensure that their Annual Accounts are prepared and got adopted by the Governing Body and are sent to audit authorities latest by the 30th June of the following year for commencement of audit. The Audited Statements of Accounts and Audit Reports are thereafter required to be laid before both the Houses of the Parliament by 31st December of the same year. The Annual Accounts for the financial year 2010-11 are ready. These are provisional statement of account. The final statement would be proposed after the accounts are duly certified by the A.G. Office which would be placed before the Board of Governors in its meeting in October/November next.

As the Annual Accounts are due to be submitted to the office of the Principal Accountant General (Audit), Punjab & U.T. Chandigarh for audit, these need to be approved before submission to AG Office. After these are audited and certified by the AG office, these would be placed before the Finance & Personnel Committee/Board of Governors for final approval for onward transmission to the Ministry of Human Resource Development for later to lay it on the table of the Parliament by 31st December, 2011.

The Annual Accounts for the financial year 2010-11, attached as **Annexure – VII** at page no.118 to 150, which are provisional, are placed before the Finance Committee for consideration and further recommendation to the Board of Governors for their approval.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND RECOMMEND TO BOARD FOR APPROVAL OF ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2010-11

ITEM No. F.20.2.5 TO REPORT REGARDING ARBITRATION CASE

The Board was appraised regarding the status of the case in the meeting held on 24.10.2008. The institute had filed a petition in the Court in September, 2008. The institute has now been informed by NBCC of judgement of the Hon'ble Court on the petition. As per the judgement the Court of District Judge, Chandigarh has directed for execution of the Award dated 23.06.2008 announced by Shri Prem Parkash (Sole Arbitrator). Accordingly, a sum of ₹ 37,34,915.00 is payable to M/s Vijay Kumar Garg, Contractor Pvt. Ltd. In addition, a sum of ₹ 27,550/- and ₹ 79,000/- are to be paid to NBCC Ltd. for legal expenses and consultancy services respectively. The institute has following two options that may be adopted:

1. To honour the judgement and release the payment to the Contractor through our Consultant namely NBCC.
2. To seek further legal expert opinion as whether the judgement of the District Court may be challenged in the higher court.

THE FINANCE COMMITTEE MAY DELIBERATE ON THE ISSUE
AND MAKE NECESSARY RECOMMENDATIONS FOR
CONSIDERATION OF BOARD OF GOVERNORS