



**MINUTES OF 36TH MEETING OF
FINANCE COMMITTEE HELD ON 27.10.2017 AT 4:00 PM IN THE SYNDICATE ROOM OF
NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, CHANDIGARH**

The following were present:

1.	Dr KK Talwar Chairman, Board of Governors National Institute of Technical Teachers Training & Research Sector 26 Chandigarh 160 019	Chairman
2.	Shri Madhu Ranjan Kumar Joint Secretary (DL, BP & A) Represented by Shri P. Sasikumar Deputy Secretary (TS.IV) Department of Higher Education Ministry of Human Resource Development Govt of India, Shastri Bhawan, New Delhi – 110 115	Member
3.	Mrs Darshna M Dabral Joint Secretary & Financial Adviser (IFD) Represented by Shri DK Singh Under Secretary Department of Higher Education Ministry of Human Resource Development Government of India, Shastri Bhawan New Delhi	Member
4.	Hon'ble Vice Chancellor, IK Gujral Punjab Technical University Represented by Dr NP Singh Dean (P&EP) IK Gujral Punjab Technical University Kapurthala (Punjab)	Member
5.	Prof SS Pattnaik Director NITTTR, Sector 26 Chandigarh.	Member- Secretary

At the outset, esteemed Chairman of Board of Governors, NITTTR, Chandigarh, Dr KK Talwar, on behalf of the Members and on his own behalf, congratulated Prof SS Pattnaik for taking over as the Director of NITTTR, Chandigarh and wished him a successful tenure as Director. Member-Secretary and Director of NITTTR, Chandigarh Prof SS Pattnaik sought the permission from the Chairman to initiate the proceedings of the 36th meeting of Finance Committee. The following agenda items were considered, discussed and decision were taken as listed below:



ITEM NO. F.36.0: WELCOMING OF THE CHAIRMAN AND MEMBERS

The Member-Secretary and Director of the Institute Prof SS Pattnaik welcomed the Hon'ble Chairman and esteemed Members of the Finance Committee and expressed his gratitude to the Chairman and Members for sparing their valuable time and making themselves available for the 36th meeting of the Finance Committee.

PREVIOUS MEETINGS

ITEM NO. F.36.1: TO CONFIRM THE MINUTES OF THE 34TH AND 35TH MEETING OF THE FINANCE COMMITTEE HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY

The minutes of the 34th and 35th (Special) meetings of the Finance Committee were considered and confirmed by the Hon'ble Members barring the Item No. F.34.2.8 for which there was an observation from the Ministry of Human Resource Development [MHRD], Govt of India. It was observed that the decision to re-imburse the TA/DA to Prof MP Poonia (Ex-Director of the institute) for his visit to Taiwan was taken in the 34th meeting of Finance Committee which was agreed to by all Members. Prof MP Poonia initially did not claim any finance from the institute expecting the same from the Taipei Economic and Cultural Centre in India. When he did not receive the same, he got the same re-imbursed from the IRG of the Institute with due approval of the Hon'ble Chairman BOGs & Finance Committee. Realizing the need for such visit in the academic interest of the institute, the Committee advised the institute to make a fresh request with details to the Ministry for consideration to regularise the matter.

[ACTION: FIA]

ITEM NO. F.36.2: TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 34TH AND 35TH MEETING OF THE FINANCE COMMITTEE HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY

ITEM NO. F.32.1: TO CONFIRM THE MINUTES OF 31ST MEETING OF FINANCE COMMITTEE HELD ON 20.11.2015

Noted.

ITEM NO. F.30.3.7: TO CONSIDER AND APPROVE THE ENHANCEMENT OF SALARY OF ACCOUNTS OFFICER AND ACCOUNTANT

Noted.

ITEM NO. F.30.3.8: TO CONSIDER AND APPROVE THE ENHANCEMENT OF REMUNERATION OF SHRI PP KAUSHIK, CONSULTANT (TEQIP-II)

Noted.



ITEM NO. F.33.3.3: TO CONSIDER AND APPROVE OF MANAGEMENT INFORMATION SYSTEM (MIS) OF COMMUNITY DEVELOPMENT THROUGH POLYTECHNICS

Noted.

ITEM NO. F.33.3.4: TO CONSIDER AND APPROVE THE ENHANCEMENT OF HONORARIUM PAID TO EXPERTS INVITED FOR SHORT TERM COURSES AND ENGAGING ME/M.TECH CLASSES

The Committee after deliberations accepted and recommended honorarium of ₹ 1,500/- per session in short-term courses limited to ₹ 3,000/- per day. However, for experts in the rank of Professor from IITs and IISc, the honorarium shall be ₹ 2,000/- per session with maximum limit of ₹ 5,000/- per day. For programme funded by the outside agency, the honorarium shall be as per the guidelines of the funding agency. In the absence of the guidelines, Director shall approve the honorarium and maximum limit per day so as to be within the sanctioned fund/budget of the funding agency. The same was recommended to the BOGs for approval.

[ACTION: FIA & ACO]

ITEM NO. F.33.3.5: TO CONSIDER REQUEST OF Ph.D. SCHOLARS ADMITTED WITH VALID GATE SCORE OR PU-PH.D.-ENTRANCE TEST FOR GRANT OF FELLOWSHIP

The Members, after going through the contents, advised the institute to prepare a comprehensive plan to support PhD scholars to pursue PhD in the institute. The institute was advised to prepare modalities to utilise some parts from the institute overhead for offering fellowships or scholarships to limited exceptionally meritorious PhD scholars.

[ACTION: DEAN, A & IA]

ITEM NO. F.33.3.7: TO CONSIDER AND APPROVE RENOVATION AND NEW CONSTRUCTIONS FOR THE FINANCIAL YEAR 2016-17 AND 2017-18

The Members noted the contents and advised the institute to take up the work of construction of houses in Sector 42 by sending reminder to the Chandigarh Administration for allotment of additional land in Sector 38, Chandigarh. As both the works are independent from each other, the construction of houses at Sector 42, Chandigarh should not be clubbed with allotment of land in Sector 38. Contents of Sl. No. 1 to 4 against item No. F.33.3.7 were also recommended to BOGs for approval.

[ACTION: FIA & ACO]



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[ACTION: FIA & ACO]

ITEM NO. F.33.3.8: TO CONSIDER REQUEST OF ME STUDENTS ADMITTED THROUGH PU-CET FOR GRANT OF SCHOLARSHIP

Noted.

ITEM NO. F.34.1: TO CONFIRM THE MINUTES OF 33RD MEETING OF FINANCE COMMITTEE HELD ON 09.08.2016

The matter was recommended to the BOGs as F.36.2 (F.33.3.4) for approval.

[ACTION: FIA & ACO]

ITEM NO. F.34.2.8: TO REPORT REGARDING REIMBURSEMENT OF TA/DA AND OTHER EXPENDITURE OF DR. MP POONIA FOR HIS OFFICIAL VISIT TO TAIWAN

It was observed that the decision to re-imburse the TA/DA to Prof MP Poonia (Ex-Director of the institute) for his visit to Taiwan was taken in the 34th meeting of Finance Committee which was agreed to by all Members. Prof MP Poonia initially did not claim any finance from the institute expecting the same from Taipei Economic and Cultural Centre in India. When he did not receive the same, he got the same re-imbursed from the IRG of the Institute with due approval of the Hon'ble Chairman BOGs & Finance Committee. Realizing the need for such visit in the academic interest of the institute, the Board advised the institute to make a fresh request with details to the Ministry for consideration and to regularise the matter.

[ACTION: FIA & ACO]

ITEM NO. F.35.1: TO CONSIDER AND ADVISE REGARDING ARBITRAL TRIBUNAL AWARD

The Members noted the contents of the item and advised the institute to make another attempt with NBCC to get the interest waived off or get some discount on the interest claimed by the NBCC. The Board authorized the Director to release the claimed amount but not exceeding ₹ 22,24,035/- [₹ 21,71,948 + Service Tax ₹ 52,087), based on the outcome of the fresh effort. The same was recommended to BOGs for approval.

[ACTION: FIA]

**ITEMS F.36.2: ITEMS FOR CONSIDERATION**

- ITEM NO. F.36.2.1:** TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE
- The Members noted and recommended the same to BOGs.
- [ACTION: ACO & FIA]**
- ITEM NO. F.36.2.2:** TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE
- The Members, after due deliberations, advised the institute to follow GFR strictly for writing off. The proposal of the institute under Item No. 36.2.2 for disposing off the equipment/items was accepted and recommended to the BOGs for approval.
- [ACTION: ACO & FIA]**
- ITEM NO. F.36.2.3:** TO CONSIDER AND APPROVE EXPENDITURE INCURRED UPTO 31.05.2017 UNDER TEQIP-II PROJECT
- The Members took note of the contents of the item and accepted the proposal to transfer balance amount of ₹ 7.54 lakh to the institute's main account as per TEQIP-II norms. The same was recommended to the BOGs for approval.
- [ACTION: ACO]**
- ITEM NO. F.36.2.4:** TO CONSIDER AND APPROVE INTERNAL AUDIT REPORT FOR THE SECOND HALF YEAR (OCTOBER 2016 TO MARCH 2017) OF THE FINANCIAL YEAR 2016-17 OF TEQIP-II PROJECT ACCOUNTS
- The Members took note of the excess amount spent against two heads of account listed in Sr. No. 1 and 2 under Item No. 36.2.4. As the excess expenditure is small percentage of the sanctioned under the head and there is a provision in TEQIP-II guidelines authorising the Board to approve the reappropriation of funds for project activities, the Committee accepted the proposal and recommended the item to Board for approval.
- [ACTION: ACO & FIA]**
- ITEM NO. F.36.2.5:** TO CONSIDER AND APPROVE STATUTORY AUDIT REPORT ON THE ACCOUNT OF TEQIP-II PROJECT FOR THE YEAR APRIL 2017 TO JULY 2017
- The Statutory Audit Report for the account of TEQIP-II project for the period from April 2017 to July 2017 was accepted and recommended to the BOGs for approval.
- [ACTION: ACO]**



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ITEM NO. F.36.2.6:

TO CONSIDER AND APPROVE WRITTEN OFF SIX COMPUTERS PURCHASED DURING 2009 AND TO CONSIDER DONATING THE SAME TO NGOs

Item was withdrawn. The same shall be placed in future with details.

[ACTION: ACO & FIA]

ITEM NO. F.36.2.7:

TO CONSIDER AND APPROVE THE WRITE OFF LOST OF ELECTRONICS ITEM i.e. TRANSDUCER TRAININTER COSTING OF Rs. 2,27,100.70

The Members, after going through the contents, took note of the recovered amount which was calculated based on the depreciation value. The equipment was in use for 14 years and lost during the renovation work in the year 2013. The Committee accepted the proposal of the institute and advised the institute to report the matter to the Audit Team as per GFR guidelines and recommended the same to BOGs for approval.

[ACTION : ACO]

ITEM NO. F.36.2.8:

TO CONSIDER AND APPROVE THE REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2017-18 AND BUDGET ESTIMATES FOR THE YEAR 2018-19

The Committee accepted the Revised Budget Estimates for the year 2017-18 and Budget Estimate for the year 2018-19 and recommended the same to the BOGs for approval

[ACTION : ACO]

ITEM NO. F.36.2.9:

TO CONSIDER AND APPROVE THE DISTRIBUTION OF HONORARIUM AND COST ESTIMATION OF MOOCs

The Members advised the institute to get the norms of MOOCs approved by NITTTR, Bhopal. The Members were of the view that MOOCs is an initiative of Govt of India, MHRD, for which additional financial support is extended by MHRD. The institute should treat it as a consultancy activity and overhead charges of the institute must be charged against the 'honorarium' to be paid to the Coordinator and also in other activity heads defined in MOOCs. The amount under overhead can also be used to hire part-time manpower including PhD scholars to support MOOCs activities. The institute after comparing with the approved rates of NITTTR, Bhopal needs to accept the lowest rate head-wise.

The item was recommended to the BOGs for consideration and approval.

[ACTION : ACO]



ITEM NO. F.36.2.10:

TO CONSIDER AND APPROVE THE PURCHASE OF MULTIUTILITY VEHICLE

After deliberation, the Members accepted the proposal of the institute to purchase a 7-seater vehicle from GeM [Govt e-Marketplace] with an amount limited to ₹ 20 lakh. The institute doesn't have a vehicle against Director. Hence, same was recommended for the Director of the institute. The item was recommended to the BOGs for approval.

[ACTION : ACO]

The meeting ended with a vote of thanks to the Chair.


(Dr SS PATTNAIK)
Member-Secretary


18/10/17
(Dr KK TALWAR)
Chairman