

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
CHANDIGARH**

AGENDA FOR THE 43rd MEETING OF THE BOARD OF GOVERNORS TO BE HELD ON 03.12.2018 AT SHASTRI BHAWAN, NEW DELHI.

43.0 Welcoming of the Chairman and Members

Previous Meeting.

ITEM NO. B.43.1 TO CONFIRM THE MINUTES OF THE 42nd MEETING OF THE BOARD OF GOVERNORS HELD ON 24.09.2018 AT SHASTRI BHAWAN, NEW DELHI.

The minutes of the 42nd meeting of the Board of Governors of the Institute held on 24.09.2018 at Shastri Bhawan, New Delhi were circulated amongst all the members vide Institute letter No. NITTTR/Board/42nd – Minutes/ 6874 -6888 dated 16.10.2018 (Copy of the minutes of above said meetings is enclosed as **Annexure-I (page Nos.1-7)**). No comments have been received from any members. However, observation of MHRD sent vide its letter No. F.No.7-17/2018-TS.IV dated 30th October, 2018 with regard to item no. F. 33.3.7 is placed for consideration. (Copy of enclosed as **Annexure – II (page No. 8)**).

(For Consideration & Confirmation)

ITEM NO. B.43.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 42nd MEETING OF THE BOARD OF GOVERNORS HELD ON 24.09.2018

S No.	Item	Action Taken
ITEM NO. B.42.1	TO CONFIRM THE MINUTES OF THE 41st MEETING OF THE BOARD OF GOVERNORS HELD ON 29.06.2018 AT NITTTR, CHANDIGARH As no comment/suggestion was received, the Hon'ble Members confirmed the minutes of the 41 st meeting of the Board of Governors held on 29.6.2018 at Chandigarh. Ministry has already approved the same vide letter No. F. No. 7-9/2018-TS.IV dated 13 August 2018.	Noted

<p>ITEM NO. B.42.2 B.39.2/ B.36.5.8</p>	<p>TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 41st MEETING OF THE BOARD OF GOVERNORS HELD ON 29.06.2018</p> <p>CASE AGAINST Ms KANIKA SHARMA, ASSISTANT PROFESSOR, NITTR, CHANDIGARH</p> <p>The report of the Central Vigilance Commission [CVC] was tabled during the meeting. After going through the decision of the CVC, the Hon'ble Members advised the institute to initiate the inquiry on the screening process and officials involved in the screening process and submit the report as desired by the CVC. As regards the minor penalty to be imposed, the BOGs asked the institute to circulate the inquiry report to all the Members of BOGs so that the same can be decided in the next BOGs meeting.</p>	<p>The inquiry report which were available on the files have been circulated along with the report of the Committee that inquired the Screening process. The same was communicated to the CVC. Now, the institute has initiated the process as per the directive of CVC, MHRD. The status shall be placed during the meeting.</p>
<p>ITEM NO B.40.4.2</p>	<p>TO ADOPT GOVT. OF INDIA, MINISTRY OF HEALTH & FAMILY WELFARE, DEPARTMENT OF HEALTH & FAMILY WELFARE LETTER NO. Z.15025/105/2017/DIR/CGHS/EHS DATED 9NOV.2017 FOR INSTITUTE EMPLOYEES</p> <p>Action taken to be reported in the next meeting of the BOGs</p>	<p>As directed by the Board action, is being taken and the same will be reported in the next meeting of BOGs</p>
<p>ITEM NO. B.41.3.1</p>	<p>STOPPAGE OF INCREMENTS OF FACULTY MEMBERS WHO HAVE NOT COMPLETED THEIR PhD WITHIN A PERIOD OF 7 YEARS</p> <p>The BOGs noted action taken by the institute and advised the institute to maintain the status quo till the reply is received from the AICTE.</p>	<p>Reminder being sent to AICTE. The reply shall be placed as and when received from AICTE.</p>

*Personnel
Medical
Rep
AMA
Specific*

<p>ITEM NO. B.41.3.2</p>	<p>TO CONSIDER PROMOTION UNDER CAREER ADVANCEMENT SCHEME WITHOUT IMPOSING THREE YEARS CONDITION FROM THE DATE OF COMPLETION OF Ph.D.</p> <p>The BOGs noted action taken by the institute and advised the institute to maintain the status quo as per the previous decision till the reply is received from the AICTE.</p>	<p>As advised by the Board, the reminder was sent to AICTE vide letter no. NITTTTR/Admn./E-1/C-11/7861, dated 13.11.2018. Reply is awaited.</p>
<p>ITEM NO. B.41.3.3</p>	<p>CRITERIA TO BE CONSIDERED FOR CAS FOR THOSE FACULTY MEMBERS ELIGIBLE FOR PROMOTION PRIOR TO THE APPROVAL OF PRESENT CRITERIA AS PER AGENDA ITEM NO. B.41.3.2</p> <p>The BOGs advised the institute to follow the present approved criteria for promotion under CAS till the reply is received from the AICTE.</p>	<p>As advised by the Board, the reminder was sent to AICTE vide letter no. NITTTTR/Admn./E-1/C-11/7861, dated 13.11.2018. Reply is awaited.</p>
<p>ITEM NO. B.41.3.7</p>	<p>TO CONSIDER AND APPROVE ADVERTISING THE POST OF PROFESSOR ETV DEPARTMENT [LIEN VACANCY] AND SENIOR PRODUCER IN ETV DEPARTMENT</p> <p>The esteemed Members of BOGs accepted the proposal of the institute to advertise the post of Professor ETV on lien vacancy on temporary basis. If the Professor gets selected against the lien vacancy, then the incumbent will continue till the lien expires or Prof SS Pattnaik returns to his original post of ETV Professor whichever is earlier.</p>	<p>The institute is in process of advertising the post of Professor ETV (lien vacancy) to be filled up in temporary basis or on deputation for the period as has been stated in the BOGs decision. The advertisement for the post of Senior Producer is being processed along with other non-teaching vacant posts of the institute.</p>
<p>ITEM NO B.42.3.1:</p>	<p>TO REPORT REGARDING COMMON RECRUITMENT RULES (RRs) NON-TEACHING STAFF OF 4 NITTTTRs</p> <p>The Hon'ble Members appreciated the action of the Ministry of Human Resource Development, GOI in framing the common recruitment rules for four NITTTTRs. The action taken by the institute was also noted by the esteemed Members.</p>	<p>Noted</p>

<p>ITEM NO. B.42.4.1:</p>	<p>TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2017-18</p> <p>The Annual Report of the institute for the year 2017-18 was accepted by the Hon'ble Members. The esteemed Members also noted the completion of report for the same year and advised the institute to submit the Annual Audit for the year 2017-18 to the Ministry on getting the Audit Certificate so as to reach the Ministry before 31 December 2018.</p>	<p>The CAG has been requested for the audit certificate. Once received, the Annual Report for 2017-18 shall be sent to the Ministry.</p>
<p>ITEM NO B.42.4.2:</p>	<p>TO CONSIDER AND APPROVE THE MINUTES OF THE 39TH MEETING OF FINANCE COMMITTEE HELD ON 24.09.2018</p> <ul style="list-style-type: none"> (i) The esteemed Members approved the Minutes of 38th Meeting of the Finance Committee held on 29.6.2018 at NITTTT, Chandigarh for which the Ministry approval has already been received vide letter No. F.No.7-9/2018.TS.IV dated 13 August 2018. (ii) The esteemed Members also approve the report on progress of capital and revenue expenditure till 31.1.2018 under Item No. F.39.3.1. (iii) The Revised Budget Estimates of the institute for the year 2018-19 and Budget Estimates for the year 2019-20 under Item No. F.39.3.4 was approved with enhancement under Head OH-35 in the Revised Budget Estimates for 2019-20. (iv) The distribution of honorarium and other components under MOOCs was approved. <p>The Minutes of 39th Meeting of the Finance Committee will be circulated amongst all the esteemed Members for approval of the other items.</p>	<p>Noted</p>

<p>ITEM NO B.42.4.5:</p>	<p>PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE</p> <p>The Hon'ble Members noted the status report submitted by the institute on various issues and approved the same.</p>	<p>Noted</p>
<p>ITEM NO B.42.4.6:</p>	<p>TO REPORT ACHIEVEMENTS MADE BY THE INSTITUTE VIZ-A-VIZ VISION, MISSION AND TARGETS SET</p> <p>As the institute target is based on the MOU signed with Ministry, the Hon'ble Members advised the institute to keep an Agenda on the Vision, Mission and Targets set by the institute and present the target-wise achievements henceforth in the subsequent BOGs meetings. The esteemed Members approved the criteria set by the institute for sponsoring the faculty members abroad under PDA and Performance Evaluation Score Sheet to meet the institute targets</p>	<p>Approved</p>

ITEM NO B. 43.3 ITEMS FOR REPORTING

ITEM NO. B 43.3.1 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE.

As per directions received from the Ministry of Human Resource Development vide its letter No. 4-6/2006-TS.IV(Part) dated December 6, 2006 and letter No.23-4/2-014-TS-IV dated 11th September, 2014, the status report on the following issues is required to be reported to the Board of Governors in its every meeting:

1. Filling up of backlog vacancies of SC/STs and OBCs.
2. Annual Report and Audited Accounts.
3. Comments in respect of outstanding audit paras.
4. Progress of Plan and Non Plan expenditure.
5. Pending vigilance matters and enquiry report thereto.
6. Redressal of public grievances.
7. Status of achievement of different targets provided in Result Framework Document.
8. Expenditure made in both Plan and Non-plan Heads, since last Board meeting.
9. The release of Plan and Non-Plan fund from the Ministry against the allocation.
10. Status of filling up of vacant post since last Board meeting.

Accordingly, the status report on the respective issue is placed as under:

1 Filling up of backlog vacancies of SC/STs and OBCs

There is no backlog vacancy of SC/STs and OBCs at this Institute at the present moment.

2. Annual Report and Audited Accounts

Annual Accounts of the Institute for the year ended 31st march 2018 has been audited by the office of the Director General of Audit (Central), Chandigarh . The audit Certificate is still awaited.

3. Comments in respect of outstanding Audit Paras

There are 10 outstanding audit paras which are being pursued with the Audit office for settlement. The year-wise detail is as under.

Year	No. of outstanding Para
2002-2003	1
2005-2006	1
2013-2014	1
2015-2016	1
2016-2017	6
2017-2018	Audit report is in process
Grand Total	10

4. Progress of Revenue and Capital expenditure

The status of progress of Capital and revenue expenditure upto 20.11.2018 of the financial year 2018-19 is placed in Finance Committee vide item No. F 40.3.1 of the 40th meeting of Finance Committee. However, the latest shall be placed on the table.

5. Pending vigilance matters and enquiry report thereto

There is only one pending case in the institute pointed out in item No. B.43.2/ B.42.2/B.39.2./ B. 36.5.8

on file

6. Redressal of public grievances

There is no pending matter of public grievances in the institute.

7. Status of achievement of different targets provided in Result Framework Document.

The targets achieved is enclosed as Annexure-III (page Nos.9)

8. Expenditure made in both Capital and Revenue Heads.

(₹ In lakhs)

Particulars	Expenditure from 1.4.2018 to 20.11.2018
Capital : Non Recurring (OH-35)	280.89
Revenue : Training- Recurring, & Pension (OH-31)	552.36
Revenue : Salary , Salary B & Retirement Benefits (OH-36)	1320.06
Non-Salary (out of IRG)	136.02

9. Release of Capital and Revenue fund from the Ministry against the allocation.

(₹ in lakhs)

Particulars	Budget Allocation	Grant-in-aid Received upto 20.11.2018.
Capital : Non Recurring (OH-35)	--	187.15
Revenue : Training- Recurring, Pension etc. (OH-31)	--	637.18
Revenue : Salary & Retirement Benefits (OH-36)	--	1246.25

10. Status of filling up of vacant posts since last Board meeting

The interviews for the post of Professors have been completed. Selection Committee recommendations for these posts will be put up at the time of meeting. As such, there is a separate agenda on this.

ITEM NO B. 43.4

ITEMS FOR CONSIDERATION

ITEM NO. B 43.4.1

APPROVAL OF MERIT LIST OF THE CANDIDATES SELECTED FOR THE POSTS OF PROFESSORS IN VARIOUS DEPARTMENTS OF NITTR, CHANDIGARH AS RECOMMENDED BY THE SELECTION COMMITTEE.

The institute had advertised the following vacant posts of Professors as per details given below vide Advt. No. 133-2017 and Advt. No. 139-2018:

1. Professor, Electrical Engineering
2. Professor, Computer Science and Engineering
3. Professor, Rural Development
4. Professor, Applied Science
5. Professor, Media Centre
6. Professor, Mechanical Engineering
7. Professor, Electronics & Communication Engineering
8. Professor, Curriculum Development Centre
9. Professor, Information Management & Coordination [IMCO]
10. Professor, Entrepreneurship Development & Industrial Coordination [EDIC]
11. Professor, Civil Engineering

The applications received were scrutinized by the Scrutiny Committees. The scrutiny were held in three levels copy enclosed as **Annexure-IV (page Nos. 10)**. The scrutiny were based on the approved guidelines of AICTE. The applicants whose qualifications were found as per AICTE guidelines and had 400 or above API score as required by AICTE were issued with the interview letters which were communicated through e-mail and speed post letters and also the concerned candidates were intimated on telephone. Interview was held for the departments where three or more eligible applicants were available. The interviews were fixed as per the dates approved by the BOGs in its 42nd meeting held on 24.9.2018 at Delhi. As Civil Engineering Department had only one eligible candidate, hence no interview was conducted for the post of Professor, Civil Engineering. The candidates were assessed as per the guidelines of AICTE and the recommendations of the Selection Committee are based on the criteria laid down by the AICTE and approved by the BOGs. The reservation policy was as per the guidelines issued to the institute.

Now the recommendation of the Committee for each department which is confidential in nature is placed on the Table for consideration and approval of the Hon'ble Members of the BOGs. The draft offer letter to be issued is enclosed as **Annexure-V (page Nos.11-12)**.The same may be approved and the institute may be allowed to issue the offer letters as per the merit recommended by the Selection Committee.

HON'BLE MEMBERS OF BOARD OF GOVERNORS MAY KINDLY APPROVE THE SELECTION PROCESS AND THE MERIT LIST OF THE CANDIDATES AS RECOMMENDED BY THE SELECTION COMMITTEE.

ITEM NO. B. 43.4.2 STARTING OF NEW PROGRAMMES IN EMERGING AREAS

The technical scenario of today is fast transforming to embrace artificial intelligence, data analytic, block chain technology, machine intelligence, green technology, SMART

technology etc. as the emerging areas. The conventional institutes of the country are yet to start these upcoming areas in a big way. The private institutes have started many such courses. However, to ensure the quality and to empower the aspiring faculty members and existing proactive faculty members in the upcoming areas, the institute proposes to start advanced post-graduate diploma and masters of engineering programmes in upcoming emerging areas in collaboration with IK Gujral Punjab Technical University, Jalandhar.

Details of proposal will be placed to the BOGs after preparation of Detailed Project Report [DPR] and after due discussion in the Academic Council of the institute.

This initiative not only will improve the quality of training to faculty of the technical institutions but also facilitate them to pursue their activities in these areas thereby helping their students to become industry ready.

HON'BLE MEMBERS OF THE BOGS ARE REQUESTED TO AGREE ON THE PROPOSAL.

ITEM NO. B 43.4.3 TO REPORT THE ACHIEVEMENTS MADE BY THE INSTITUTE AS PER THE MOU SIGNED WITH THE MHRD, GOI

As per the Memorandum of Understanding [MOU] signed with the Ministry of Human Resource Development, Govt of India, New Delhi, the institute initiates the activities in various Performance Parameters to achieve the set targets. The achievement of the institute on various targets is enclosed as **Annexure-III (page Nos. 9)** for consideration and deliberation.

HON'BLE MEMBERS OF THE BOARD OF GOVERNORS MAY KINDLY CONSIDER THE SAME.

ITEM NO. B 43.4.4 TO PREPARE THE SENIORITY OF THE FACULTY OF THE INSTITUTE AS PER THE DATE OF DESIGNATION IRRESPECTIVE OF MODE

The institute conducted interviews for the post of Professors for recruitment through direct open selection in January 2004. No interview under direct selection was conducted after 2004. Thus, barring the internal faculty of the institute to compete in open selection.

Subsequently, all the senior faculty members of the institute were forced to look forward to the option of Career Advancement Scheme (CAS) promotion. Majority of them were given financial upgradation under CAS and were designated as Professor. The institute in its 28th meeting of the Board of Governors held on 01.10.2013 decided to prepare a common seniority list in future which was noted by the BOGs in its 30th meeting held on 02.06.2014.

However, the same decision has been challenged at Hon'ble Punjab and Haryana High Court.

Subsequently, the institute in its 32nd meeting held 8.5.2015 referred the carry forward linked item B.23.3.5 on inter-se-seniority of CAS promoted faculty and openly selected faculty to the NITTTR Council which never took place. Now the AICTE in its Gazette Notification of 4 January 2016 has clarified on the subject of inter-se-seniority of CAS promotees (Financial Upgradation of Faculty) and direct recruited faculty and left it to the decision of the respective States/UT Government.

Since the BOGs is the appointing authority of the faculty, therefore, BOGs may kindly allow the institute to have a common seniority list to be followed in the respective designation from the date of joining the designation irrespective of mode of selection/promotion. However, for the past cases, that is prior to clarification issued by AICTE (4th January 2016), the directly recruited professors will be senior to the professors who were promoted and designated as professor through CAS. Any professor joining henceforth will be placed in the seniority list on the basis of their date of joining to the new designation.

Prof PK Tulsi has already filed a case in the Hon'ble Punjab and Haryana High Court challenging above two decisions and claiming her seniority. If approved by the BOGs, the reply will be submitted to the Hon'ble Punjab and Haryana High Court accepting her claim so that the institute can avoid the litigation to continue further.

To streamline the issue in the institute in the longer interest of the institute, it is submitted that Hon'ble Members of BOGs may kindly approve date of joining to the designation henceforth shall be followed for preparing the seniority list of faculty.

This will be effective from 3rd December 2018 onwards.

**THE HON'BLE MEMBERS OF BOARD OF GOVERNORS MAY KINDLY
CONSIDER AND APPROVE THE SAME.**

TABLE AGENDA

ITEM NO. B.43.4.5 TO EXEMPT DEANS FOR ATTENDING CONFERENCES/TRAINING PROGRAMMES AT NATIONAL AND INTERNATIONAL LEVEL UNDER PROFESSIONAL DEVELOPMENT ALLOWANCE

A committee of three Deans was constituted by the Director to examine and suggest a policy for sponsorship of Deans for attending conferences/ Training programmes at national and international level under PDA. After detailed deliberations on this issue, the committee is of the opinion that the Deans being Senior Professors are involved in Administrative and the Developmental activities of the institute in addition to the academic activities. The committee has given its recommendations that Deans and ex-deans may be exempted from the criteria (**Annexure I**) already approved by the Board of Governors in its 42nd meeting held on 24.09.2018 vide Item No. B 42.4.6 for sponsorship for attending conference/training programme under PDA placed as (**Annexure –II**).

It is proposed that only the working Deans may be considered in this category.

Board of Governors may kindly approve the above proposal.

BOARD OF GOVERNORS MAY CONSIDER AND APPROVE

ITEM NO. B.43.4.6 TO REPORT REGARDING LAY PIPELINES ACROSS THE CAMPUS

NITTTR is an autonomous organization under Ministry of Human Resources Development, Govt. of India, New Delhi, registered under the Societies Registration Act 1860. The Institute is situated in a well developed campus in Sector 26, Chandigarh, covering an area of over 6.85 hectares, having academic buildings, hostels, guest house and residential accommodation for faculty and staff. The institute also has residential campuses in Sector 29 and 42 Chandigarh. Petroleum and Natural Gas Regulatory Board, New Delhi (PNGRB) allowed Indian Oil – Adani Gas Pvt. Ltd. (IOAGPL) to lay natural gas pipelines in Chandigarh. Indian Oil – Adani Gas Pvt. Ltd. submit their proposal for laying natural gas pipelines in NITTTR Campus, Sector 26, 29 and 42, Chandigarh.

THIS IS FOR INFORMATION OF THE BOARD OF GOVERNORS



Dated: 21.11.2018

U 6145
27/11/18


Subject: Sponsorship of faculty members under PDA

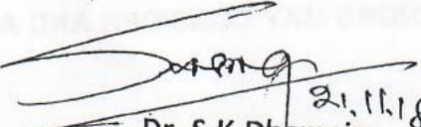
Committee constituted by the Director to look into the matter of sponsorship of Deans for attending conferences/Training programmes at national and international level under PDA met on 21 Nov, 2018.

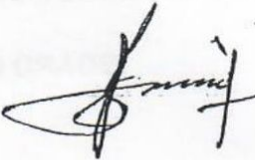
After detailed deliberations on this issue, the committee is of the opinion that the Deans being Senior Professors are involved in Administrative and the Developmental activities of the institute in addition to the academic activities.

In view of the above the committee recommends that the Deans and ex-deans may be exempted from the criteria approved by Director for sponsorship for attending conferences/Training programmes under PDA.

Director may kindly approve.


21.11.18
Dr. B.S. Pabla
Dean ES & C

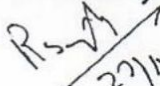

21.11.18
Dr. S.K. Dhameja
Dean A & JA


Dr. S.S. Banwait
Dean R & D

Director

Only working Deans will be considered in this category as stated 'X'. NO ex-deans shall be part of this category hence, no exemption.

FIA

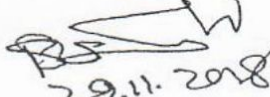

27/11


27.11.2018

S.O. (21)

Pl. put up to BOB for approval

FIA

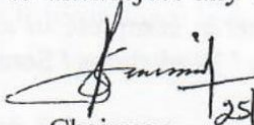

29.11.2018


Guidelines for attending Conference / Seminar / Symposium / STTP / Training, etc.

1. Faculty members may apply for attending Conference / Workshops / Seminar / Symposium / STTP / Training etc. as per the institute PDA rules and regulations in force.
2. The faculty member should have an invitation and acceptance of his / her paper to be presented in the conference / seminar / symposium or has an invitation to chair a session or is an invited speaker.
3. The application complete in all respect should be received 4 weeks prior to the date of the Conference / Workshops / Seminar / Symposium / STTP / Training etc. in the office.
4. The faculty member should submit invitation from organizers and important correspondence from the organizers, research paper to be presented in the Conference / Seminar / Workshop along with the complete application.
5. If the paper is co-authored then No Objection Certificate(s) from the author(s) who is (are) not going abroad has (have) to be enclosed with the application.
6. The faculty member should submit a proposal for the program he / she wishes to attend along with details such as Justification of attendance, benefits to individual, department and institute, Venue, Dates and Duration, Financial estimate including Registration Fees, Travel, DA, publication in SCI journal, sponsored project / consultancy undertaken, etc.
7. The concerned HOD should recommend and forward the proposal to office, after ensuring engagement of assigned classes of the faculty member during his/her absence from the institute.
8. Poster presentation and multi disciplinary conferences / seminars / symposium shall be discouraged.
9. The international conference / seminar / symposium / training programme outside country, which the faculty member wants to attend should be organised by reputed professional associations / Universities in his / her field of work.
10. Similarly, the faculty member shall be permitted to attend the national conference / seminar / symposium / training programme organised by IIT / IIM / IISc / IIIT / IISER / R&D organisation / equivalent organisation.
11. Exemption to faculty member(s) regarding attending reputed / standard conference / seminar / symposium can be granted if in that year he / she has :
 - a) Published one paper in SCI journal in that year
 - b) Earned / done a consultancy of Rupees 5 lacs or more in that year
 - c) Got a sponsored project of Rs. 10.0 lacs in the said year
12. TA/DA and leave rule for faculty shall be as per Institute norms.
13. A faculty can be deputed / nominated by the Institute authority within the PDA rules.
14. Faculty Development Committee member(s) shall verify the fulfilment of requirement, plagiarism report and the information submitted by the faculty before recommending the proposal to the higher authority.

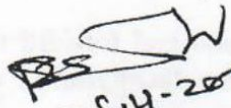
74

15. Conference / Workshops / Seminars / Symposium conducted / organised by professional society [for example IEEE specific society for EE, ECE, CSE & EMGT or ASCE for Civil Engineering, ASME for Mechanical Engineering, etc.] shall be only considered. However, exemption is applicable as per Sr. No. 11.
16. The faculty member on return will give a talk in the department to the other faculty members / M.E. / Ph.D. students and also submit a report along with attendance certificate to the administration through HOD.
17. Director, NITTTR Chandigarh shall have the right to alter/reject any of the above issue / proposal at any point of time.


Chairman,
Faculty Development Committee


DIRECTOR 28.4.2018
--- for approval, please.

pl. upload on in banet


28.4.2018