

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

**MINUTES OF THE 30TH MEETING OF THE FINANCE COMMITTEE
HELD ON AUGUST 21, 2015 AT 2.00 PM**

The 30th meeting of the Finance Committee was held on August 21, 2015 at 2.00 p.m. in the Board Room of IIT Delhi. The following members 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 Shashi Prakash Goyal, IAS Joint Secretary to Govt. of India Ministry of Human Resource Development of India, Shastri Bhawan, New Delhi – 110 115	Member
3.	Shri Rajesh Singh Director Finance Representing Additional Secretary & Financial Adviser (IFD) Department of Higher Education Ministry of Human Resource Development Government of India, Shastri Bhawan, New Delhi 110 115	Member
4.	Dr MP Poonia Director National Institute of Technical Teachers Training & Research, Sector 26, Chandigarh 160 019	Member Secretary

Shri Rakesh Kumar Verma, Vice Chancellor, IK Gujral Punjab Technical University Jalandhar – Kapurthala Highway, Near Pushpa Gujral Science City, Kapurthala (Punjab) could not attend the meeting.

The Member Secretary at the outset, welcomed all the members. Thereafter, with the permission of the Chair, following agenda items were deliberated:

ITEM NO. F. 30.1 TO CONFIRM THE MINUTES OF 29th MEETING OF FINANCE COMMITTEE HELD ON 08.05.2015

The Member Secretary informed the members that MHRD vide its letter no. 7-7/ TS. IV dated 12.06.2015 has sent its comments on item no.29.3.2 of the 29th meeting of the Finance Committee. The institute has sent its reply on the comments of the Ministry on the above item. The members deliberated on the reply of the institute and there after confirmed the minutes of the 29th meeting of the Finance Committee held on 08.05.2015 as recorded.

ITEM NO.F.30.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 29th MEETING OF THE FINANCE COMMITTEE HELD ON 08.05.2015

Against

Item No.B.27.3.8 TO CONSIDER AND APPROVE THE SCHEME FOR MEDICAL FACILITIES TO THE RETIREES OF NITTTR CHANDIGARH.

As the issue is subjudice, the institute may wait for the outcome of the same.

Against

Item No.F.29.3.3 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE

The Director informed that the Institute has followed all the relevant rules including the GFRs for declaring the goods including equipments, furniture etc. as obsolete or unserviceable. In view of this, the Finance Committee (FC) recommended to the Board of Governors to declare the goods as obsolete or unserviceable.

Against

Item No.F.29.3.6 TO CONSIDER AND APPROVE THE STUDY VISIT OF NITTTR FACULTY

Noted.

Against

Item No.F.29.3.8 SETTING UP EXTENSION CENTRES OF NITTTR IN THE STATES IN NORTHERN REGION

Noted. It was further informed by the Director that the rates at which the accommodation is being provided by the States is less than the prevailing market rates.

ITEMS F.29.3 ITEMS FOR CONSIDERATION

ITEM NO.F.30.3.1 TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (NON RECURRING) – CREATION OF CAPITAL ASSETS, PLAN (GENERAL) – RECURRING, AND NON-PLAN (RECURRING) SCHEME AT THE END OF JULY, 2015 i.e. 31.07.2015

The Finance Committee considered the expenditure report as on 31.07.2015 and recommended to the Board of Governors to approve the same.

ITEM NO.F.30.3.2 TO CONSIDER EXPENDITURE AGAINST GRANT RECEIVED UNDER TEQIP-II PROJECT IN PLAN SCHEME

The Finance Committee recommended to the Board of Governors to approve the expenditure against grant received under TEQIP Project in Plan Scheme. The committee advised the institute to participate in the higher performing scheme of TEQIP-II project so that it may get more grant from the Govt. under TEQIP-II project.

ITEM NO.F.30.3.3 TO CONSIDER AND APPROVE STATUTORY AUDIT REPORT FOR THE FINANCIAL YEAR 2014-15 OF TEQIP-II PROJECT

The Finance Committee recommended to the Board of Governors to approve Statutory Audit Report for the financial year 2014-15 of TEQIP-II Project.

ITEM NO.F.30.3.4 TO CONSIDER PAY PROTECTION SHRI TN THUKRAL CONSEQUENT UPON HIS APPOINTMENT AT THE INSTITUTE AS ASSISTANT PROFESSOR EDUCATION

The Finance Committee recommended to the Board of Governors to approve the pay protection of Shri TN Thukral consequent upon his appointment at the institute as Assistant Professor Education as per directions of the Government of India, Ministry of Human Resource Development vide letter No.F.No.7-10/2013-TS.IV dated 14 July, 2015.

ITEM NO.F.30.3.5 TO CONSIDER PAY PROTECTION OF DR. KAILASH CHANDRA LACHHWANI CONSEQUENT UPON HIS APPOINTMENT AT THIS INSTITUTE AS ASSISTANT PROFESSOR APPLIED SCIENCE DEPARTMENT


The Director informed the Committee that the proposal is as per the extant guidelines of the Department of Expenditure, Ministry of Finance. In view of this, the Finance Committee recommended the proposal to the Board of Governors to approve the pay protection of Dr Kailash Chandra Lachhwani consequent upon his appointment at the institute as Assistant Professor, Applied Science Department.

ITEM NO.F.30.3.6 TO CONSIDER GRANT OF ADVANCE INCREMENTS TO THE LECTURERS ON ACCOUNT OF POSSESSING HIGHER QUALIFICATIONS

The Finance Committee advised the institute to refer the matter to the Ministry for examining the same.

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

The Finance Committee advised the institute to set up an internal committee to examine the performance of the officers. Based on the recommendations of the committee, the institute may take a suitable decision. It is also advised that the institute should fill up these posts on the regular basis at the earliest.



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

The Finance Committee advised the institute to set up an internal committee to examine the performance of the officers. Based on the recommendations of the committee, the institute may take a suitable decision.

TABLE AGENDA

Item No.F.30.3.9 TO CONSIDER AND APPROVE THE TERMS AND CONDITIONS, ELIGIBILITY CRITERIA AND TARIFF OF ROOMS OF THE GUEST HOUSE

The Finance Committee deliberated on the policy regarding allotment of rooms in the institute guest house and recommended to the Board of Governors to approve the following:

Terms and Conditions:

1. Allotment of rooms in Guest House would be on a first come first serve basis.
2. Booking of rooms in Guest House will not be permitted before 21 days
3. The Professor In-charge Guest House will allot room(s) only for a maximum period of 7 days.

Thereafter permission from the Director has to be obtained.

Note: In case of any emergent situation, Director of the institute is authorized to cancel all the bookings

Eligibility for Guest House

Category-A

Institute Guest (Free Boarding and lodging)

1. Chairman, External Members of Board of Governors, Financial Committee, Academic Advisory Committee, Selection Committee, MHRD Representative etc.
2. Directors and Chairpersons of other NITTTRs, NITs, IITs, IIMs
3. Eminent Persons for Delivering Special Lecturers in NITTTR Chandigarh
4. Officials invited for institute projects and programs
5. Any other as approved by the Director

Category-B (Rs. 1000/ per day)

1. Officials from Government, Public Sector Undertaking and Industries for official work other than NITTTR work

Category –C (Rs. 500/ per day)

1. Faculty/ staff members from other NITTTRs and other Centrally Funded Technical Institutions on their request


Category –D (Rs.250/ per day)

1. Former employees of Institute for the functions of self or their wards (Maximum 7 days in a calendar year)
2. Employees of NITTTR Chandigarh for
 - (i) Personal guests and family functions (Son, daughter, brother, sister)
 - (ii) Any Other Approved by the Director(Maximum 14 days in a calendar year)

Category-E (Rs. 1500/ per day)

1. Those not recovered in any of the above Categories -A to D with the approval of the Professor In-charge Guest House/ Director.

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


Dr MP Poonia
Member Secretary
NITTTR, Chandigarh

28/09/15


Dr KK Talwar
Chairman, Board of Governors
NITTTR, Chandigarh
