

**AGENDA FOR THE
SIXTEENTH MEETING OF FINANCE COMMITTEE
TO BE HELD ON 28.07.2010
AT 11.30 AM
IN THE BOARD ROOM OF THE INSTITUTE**

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ITEM NO. F. 17.1 TO CONFIRM THE MINUTES OF 16TH MEETING OF FINANCE COMMITTEE HELD ON 13.04.2010 AND TO REPORT ACTION TAKEN THEREON.

(a) The minutes of the 16th meeting of Finance Committee of the Institute held on 13.04.2010 were circulated amongst all its members vide institute letter No.NITTTTR/Board/16th-Minutes/ 4512-4521 dated 11.05.2010 for their information and comments, if any. A copy of the minutes is enclosed as **Annexure-I** (page No.11 to 16). 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
<p>The Chairman suggested that the Finance Committee meeting may be held at 9 AM and the Board meeting in the afternoon on the same day. He also suggested that one or two members from the Governing body may be included in the Finance Committee. The matter may be taken up with the MHRD for this purpose.</p>	<p>The Chairman has been apprised that the trains viz. Himalayan Queen and Shatabadi from New Delhi reach Chandigarh around 11.00 a.m. Therefore, for the convenience of members coming from Delhi side, the time for Finance Committee meeting is usually fixed at 11.30 a.m.</p> <p>With regard to inclusion of 1-2 more members in Finance Committee, an item No. B.17.3.1 placed before BoGs may please be perused.</p>

Against

ITEM NO F 13.4 TO CONSIDER UPGRADATION OF PAY SCALES OF CERTAIN POSTS IN NITTTTR CHANDIGARH ON THE BASIS OF RECOMMENDATIONS OF SIXTH CENTRAL PAY COMMISSION

Noted. May continue to pursue with the Ministry

The matter is lying pending with the MHRD since April, 2009 (vide this institute letter No.NITTTTR/Estt/1939 dated 28.04.2009). Latest reminder

sent to MHRD was vide letter No. NITTTTR / Estt / EA-II / 8762 dated 15.06.2010. Reply is still awaited.

Noted

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

Noted.

The Chairman desired that requirement of funds for teaching/non teaching staff and for capital grant may be made to the MHRD separately and the matter may be followed up with the Ministry.

Reply to letter No. NITTTTR / Academic Cell / 27888 dated 03.12.2009 written to MHRD, New Delhi is still awaited. Again, institute is requesting to accord approval for creation of 43 posts of faculty and 15 posts of technical staff under OBC scheme of the Central Government.

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

The matter may be pursued with the Ministry by giving specific examples from other sister institutions.

The MHRD vide letter No.7-9/2009-TS.IV dated 30th June, 2010 has informed that the matter has been examined in consultation with IFD in this Ministry and it has been decided that the prescription for Honorarium is not defined by this Ministry. The respective Board of Governors of autonomous bodies should judiciously decide the quantum. Copy of letter dated 30.06.2010 referred above is attached as **Annexure – II** at page no.17.

Against
ITEM NO F 15.6 **TO CONSIDER ENHANCEMENT OF REIMBURSEMENT OF COST OF BOOKS AND TECHNICAL JOURNALS TO FACULTY MEMBERS**

After detailed discussion the Noted
Committee considered and
approved the reimbursement of
cost of books up to maximum limit
of Rs 3000/- per year for each of
the faculty of the institute.

Against
ITEM NO F 15.8 **TO CONSIDER ENHANCEMENT OF MONTHLY REMUNERATION INCLUDING CONVEYANCE CHARGES OF DR PAWAN KUMAR KANSAL PART TIME MEDICAL OFFICER AND OF THE PART TIME DISPENSARY ATTENDANT**

The item was discussed in detail Noted
and it was recommended to the
Board that the remuneration may
be increased to the Institute
Doctor as follows :

for Institute Doctor	Rs 15,000/- per month
for Dispenser	Rs 3,000/- per month

Against
ITEM NO F 16.2 **TO CONSIDER MAKING PAYMENT OF ARREARS OF SALARY TO FACULTY OF THE INSTITUTE FROM THE CORPUS FUND OF THE INSTITUTE IN ANTICIPATION OF RECOURPMENT WITH FUND FROM MINISTRY**

The Finance Committee Noted
discussed this item in detail and
recommended that 40% of the
gross payable arrears may be
paid to the faculty from the Corpus
Fund as a temporary measure and
intimate the Ministry of HRD about
this stating that the Corpus fund
would be recouped after receipt of
additional grant for this purpose
from the Ministry.

Against
ITEM NO F 16.3 TO CONSIDER MODIFICATION IN DEMAND FOR FUND BY VARIOUS DEPARTMENTS WITHIN THE ALLOCATED BUDGET UNDER PLAN SCHEME FOR EQUIPMENT PURCHASE

The Committee considered and recommended the proposal to the Board of Governors for its approval. Noted

Against
ITEM NO F 16.4 TO CONSIDER REVISION OF RENTAL CHARGES OF POST GRADUATE HOSTEL, MAIN HOSTEL NEW HOSTEL BLOCK AND GUEST HOUSE

The Committee considered the proposal and recommended to the Board for its approval. Noted

Against
ITEM NO F 16.5 TO CONSIDER WRITING OFF OUTSTANDING AMOUNT AGAINST SALE OF INSTITUTE PUBLICATIONS

The committee considered and recommended to the Board to write-off the non-recoverable amount of Rs 4730/- after following due rules. Noted

Against
ITEM NO F 16.6 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC AS OBSOLETE OR UNSERVICEABLE

The Committee considered and recommended to the Board for approval for writing off the list of the items up to the year 2004. Beyond the year 2004 a separate list of consumable and As directed by Board a list of consumables and equipment beyond 2004 is prepared and placed as **Annexure - III** at page No. 18 to 25 amounting to Rs.149135.21 (Equipment items :

equipments may be prepared and the proposal put up in the next meeting. Justification for not fixing the reserve price of the unserviceable goods may also be given.

Rs.146100.50 plus consumable items Rs.3034.71) for consideration for writing off.

With regard to justification for not fixing the reserve price of the unserviceable goods, it is stated that reserve price is fixed by the Disposal Committee after the goods including equipment and furniture are recommended and approved as written off by the BoG. After approval of BoG, these written off items are collected by the Central Store and their reserve price, if any, is fixed by the Disposal Committee constituted by the Director of the institute before these items are put to auction or sealed tenders are invited for disposal.

Against

ITEM NO F 16.7 TO CONSIDER AMENDMENT OF RECRUITMENT RULES OF THE INSTITUTE RELATING TO PROMOTION OF NON-TEACHING EMPLOYEES

It was resolved that the rules and regulations relating to promotion of non-teaching employees may be obtained from other sister institutions and the proposal be resubmitted at the next meeting.

Letters sent to all NITTTRs (Chennai, Bhopal and Kolkatta) vide letter No. NITTTR / Board / 9928-30 dated 23.06.2010. Replies awaited.

Against

ITEM NO F 16.8 TO CONSIDER A PROPOSAL FOR SETTING UP OF A BAMBOO TECHNOLOGY DEMONSTRATION CENTRE AT NITTTR CHANDIGARH

It was decided that the institute should approach the National Bamboo Mission, Ministry of Agriculture, Government of India for funding this project.

Proposed that the item be dropped.

Against

ITEM NO F.16.9 TO CONSIDER SETTING UP OF TECHNOLOGY BUSINESS INCUBATOR WITH GRANT FROM THE DEPARTMENT OF SCIENCE AND TECHNOLOGY, GOVERNMENT OF INDIA AT NITTTR CHANDIGARH

The Committee considered the proposal and recommended to the Board for its approval.

Noted

Against

ITEM NO F 16.10 TO CONSIDER COLLABORATION WITH SCOTLAND COLLEGES INTERNATIONAL (SCI) IN THE FIELD OF COMMUNITY DEVELOPMENT AND TRAINING OF NITTTR FACULTY

The Chairman desired that the detailed proposal may be submitted to him separately for his consideration.

The details proposal was sent to the Chairman on 21.04.2010. The same may be presented before the Board, if the Chairman permits.

ITEM NO. 17.2 ITEMS FOR CONSIDERATION

ITEM NO. F. 17.2.1 TO CONSIDER AND RECOMMEND RATIFICATION OF THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2009-10 APPROVED BY THE CHAIRMAN, BOGS

A UO bearing No.33 dated 24.06.2010 was sent to the Chairman stating that provisional annual accounts for the year 2009-10 had been prepared which were to be got adopted by the BoGs. Thereafter, these and are to be sent to audit authorities latest by 30th June 2010. Therefore, the Chairman, BOGs was requested to approve the annual accounts 2009-10, which he kindly did. Copy of above said UO is attached as **Annexure-IV** at page No.26 to 56.

FINANCE COMMITTEE MAY KINDLY CONSIDER PROVISIONAL ANNUAL ACCOUNTS AND RECOMMEND TO THE BOARD OF GOVERNORS FOR RATIFICATION.

ITEM NO. F. 17.2.2 TO CONSIDER REPORT ON THE AUDIT OF SERVICE TAX OF THE INSTITUTE FOR THE YEAR 2009-10 (UP TO SEPTEMBER, 2009)

The audit of Service Tax Account was carried out by a team from the office of the Deputy Commissioner of Central Excise, Service Tax, Chandigarh during the month of February, 2010. The audit was carried out for the period from April, 2004 to September, 2009. The Audit Report has been received vide their letter No.689/Head/ Audit/2010/1451 dated 28.5.2010. Copy of the letter is enclosed as **Annexure-V** at page no.57 to 60. The report did not point out any serious irregularity.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND RECOMMEND SUITABLY TO THE BOARD OF GOVERNORS.

ITEM NO.F.17.2.3 TO CONSIDER ENHANCEMENT AND GRANT OF FIXED MEDICAL ALLOWANCES TO THE CENTRAL GOVERNMENT PENSIONERS RESIDING IN AREAS NOT COVERED UNDER CGHS

The Government of India, Ministry of Personnel, Public Grievances & Pensions (Department of Pension & Pensioners' Welfare), vide its letter No.4/25/2008-P&PW(D) dated 25.05.2010, enhanced the Fixed Medical Allowance from Rs.100/- to Rs.300/- per month w.e.f. 01.09.2008 to the Central Government Pensioners residing in areas not covered under CGHS. It is proposed that the said orders be implemented for pensioners of this institute as this Institute does not provide any medical assistance to Retirees. A copy of the said Office Memorandum is attached as **Annexure - VI** at page No.61 for perusal.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND MAKE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR ADOPTION OF ABOVE REFERRED LETTER DATED 25.05.2010 BY THIS INSTITUTE.

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

The retirees of this institute, who are about 108 in numbers as on 30.06.2010, are pressing hard for medical aid for indoor treatment. It may be noted that Retirees of this institute are not entitled to any medical aid, except that fixed medical allowance of Rs.100/- per month. In this regard a meeting of retirees and existing employees was held on 09.06.2010 under the Chairmanship of the Director. A copy of minutes of meeting held on 09.06.2010 is attached as **Annexure-VII** at page No.62 for perusal.

The committee recommended :

1. The matter may be taken up with Government of India, MHRD, for increasing the existing medical allowance of Rs.100/- p.m. to at least Rs.500/- p.m. in view of the increased cost of treatment.
(This has been placed before Finance Committee vide item No.F.17.2.3 above).
2. Pensioners may be allowed reimbursement of indoor treatment at least to a certain limit (say Rs.50,000/-) in Institute's approved hospitals.
3. Pensioners may be allowed to consult the Medical Officer of the institute free of cost provided they opt to forgo their fixed medical allowance.

FINANCE COMMITTEE MAY CONSIDER AND MAKE
RECOMMENDATIONS TO BOARD OF GOVERNORS IN THIS
RESPECT

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

The Chairman, BoG, while approving the minutes of the 10th meeting of Academic Council held on 23.3.2010, in the 16th meeting of Board of Governors held on 13.04.2010 vide item no.B.16.4.2 stated that:

"The Board approved the minutes except item No. A 10.7 which will have to be placed before the next meeting of the Finance Committee."

A copy of agenda A 10.7 is attached as **Annexure-VIII** at page no.63 which is self explanatory

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

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

The Memorandum of Association of NITTTR Chandigarh, at Sr. No.2 provides Society's Objectives. Further, Sr.No.2 (xxii) (c) further mentions :

"to delegate all or any of its power to the Board of Governors of the institute. The Board may in turn delegate some of its powers to any of the committee or committees constituted by it, or to any officer of the Society."

Rule 15 of Rules and Regulations of NITTTR Chandigarh Society defines the roles & responsibilities of 'Director'. Further Rule 15(E) provides that 'Director shall have such other powers and perform such other duties as may be delegated or assigned to him by the Board'.

The Board of Governors in its 94th meeting held on 06.03.2003 vide item No.B.94.18 reviewed the delegation of powers. It has been felt that the powers of the Director may be reviewed as the Institute status has been upgraded to the level of National Institute from the year 2003. Moreover, the prices of store articles / goods have enhanced manifold since the last delegation was approved.

Therefore, the powers of the Director have been reviewed and a proposal for the revision of delegation of powers is placed at **Annexure-IX** at page Nos.64 to 79 for consideration.

It may be mentioned here that the said item was placed before the BoGs in its 16th meeting vide item No.B.16.4.3 which was deferred.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND MAKE RECOMMENDATIONS TO BOARD OF GOVERNORS

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

Dr.Dmytro Zubov of KIEV University, Ukraine, visited the institute on 12th July, 2010. Dr. Dmytro Zubov had detailed interaction with the faculty members of the institute for Scientific and Technological exchange between NITTTR Chandigarh and three Universities Institutes of Ukraine. The details have been supplied in a note by Dr.A.N. Pathak, Professor & Head, Applied Science Department and Board Member. The same is enclosed as **Annexure-X** at page Nos.80 to 81.

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