

**MINUTES OF 37<sup>TH</sup> MEETING OF  
FINANCE COMMITTEE HELD ON 22.03.2018 AT 2:30 PM IN THE COMMITTEE  
ROOM OF CENTRAL LIBRARY, MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
(GOVT OF INDIA), SHASTRI BHAWAN, NEW DELHI**

The following members were present:

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



7.	Prof SS Pattnaik Director NITTTR, Sector 26 <b>Chandigarh</b>	Member- Secretary
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**ITEM NO. F.37.0: WELCOMING OF THE CHAIRMAN AND MEMBERS**

Director of the institute Prof (Dr) SS Pattnaik who is also the Member-Secretary of the Finance Committee welcomed the Hon'ble Chairman and the esteemed Members of the Finance Committee. Dr Pattnaik expressed his deepest gratitude to the Hon'ble Chairman and the esteemed Members for sparing their valuable time and making themselves available for the meeting. He requested to the Hon'ble Chairman Dr KK Talwar to chair the meeting. Dr KK Talwar, Hon'ble Chairman of the Finance Committee delivered the opening remarks and thanked the esteemed Members of the Finance Committee for their participation in the meeting. Subsequently, he permitted the Member-Secretary to initiate the agendas item wise.

**PREVIOUS MEETING**

**ITEM NO. F.37.1: TO CONFIRM THE MINUTES OF THE 36<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE HELD ON 27.10.2017**

As no comment/suggestion was received on the minutes, the Hon'ble Members confirmed the minutes of the 36<sup>th</sup> meeting of the Finance Committee held on 28.10.2017 at Chandigarh.

**[ACTION: FIA/ACO]**

**ITEM NO. F.37.2: ITEMS FOR CONSIDERATION**

**ITEM NO. F.37.2.1: TO CONSIDER AND APPROVE THE INVESTMENT OF GPF IN GOVERNMENT SECURITIES**

The Committee deliberated on the item and asked the institute to get the information from other NITTTRs/NITs on how these institutes are handling the issue and put up the same to the next Finance Committee meeting for consideration.

**[ACTION: FIA/ACO]**

*[Signature]*  
21.11.2017



**ITEM NO. F.37.2.2: TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE**

Hon'ble Members noted the progress of the capital and revenue expenditure of the institute presented on the agenda item. The Hon'ble Members were also apprised of the issues of payment of the pension and seeking grant in this respect from the Ministry to avoid negative balance on the pension head.

**[ACTION: ACO]**

**ITEM NO. F.37.2.3: TO CONSIDER AND APPROVE THE RELEASE OF CPF AMOUNT TO THE INSTITUTE EMPLOYEES AND RETIRED EMPLOYEES WHO OPTED FOR THE NEW PENSION SCHEME FROM 1.1.2004**

The Hon'ble Members deliberated on the item and opined that the eligible employees of the institute may be paid CPF after deducting the gratuity which has been paid by the institute to these employees. The institute was further advised to communicate to the Ministry to get the clarification on the issue of release of the gratuity to the stated eligible employees of the institute. The release of gratuity is subject to the clearance from ministry.

**[ACTION: FIA & ACO]**

**ITEM NO. F.37.2.4: TO CONSIDER AND APPROVE THE REVISION OF PENSION OF PRE-2006 PENSIONERS- DELINKING OF REVISED PENSION FROM QUALIFYING SERVICE OF 33 YEARS**

After deliberating on the item, the Finance Committee advised the institute authorities to communicate with the ministry for getting the clarification/clearance from MHRD, GOI.

**[ACTION: FIA & ACO]**

12-1-2018



**ITEM NO. F.37.2.5: TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE**

The Committee after going through the agenda item approved the proposal and recommended the item to the BOGs for consideration and approval.

**[ACTION: FIA & ACO]**

**ITEM NO. F.37.2.6: TO CONSIDER AND APPROVE THE PROPOSAL FOR PAYMENT OF ARREAR FOR FACULTY AND NON – TEACHING STAFF**

The Committee ratified the decision of the Chairman, BOGs for implementing the 7<sup>th</sup> CPC for the faculty and non-teaching staff of the Institute and recommended the same to the BOGs. The Committee agreed to the payment of arrear to faculty and non-teaching staff as per 7<sup>th</sup> CPC guidelines on receipt of the grant and recommend the same to BOGs for approval.

**[ACTION: ACO/FIA]**

**ITEM NO. F.37.2.7: TO CONSIDER THE NON-PROCURED EQUIPMENTS LISTED IN REVISED ESTIMATES TO BE PART OF BUDGET ESTIMATES OF THE FOLLOWING YEAR**

The Hon'ble Members, after detailed deliberations, advised the institute to prepare the department-wise budget of the institute. The Committee authorised the Director of the institute to constitute a committee at the institute level to decide about the details of the equipments/items to be procured or the infrastructure to be developed under the overall approved budget limit. BOGs approval is required only for overall budget but not for details of equipments/items to be procured. In case, there is need to shift a part of budget from one department to another department, Director of the institute is authorised to do so without exceeding the overall budget approved for equipments/infrastructure [OH-35]. The same was recommended to the BOGs for consideration and approval.

**[ACTION: FIA]**

21.4.2018



**ITEM NO. F.37.2.8: TO CONSIDER ENHANCEMENT OF MONTHLY REMUNERATION OF DR. PAWAN KUMAR KANSAL, INSTITUTE PART-TIME MEDICAL OFFICER AND PART-TIME DISPENSARY ATTENDANT**

The Hon'ble Members accepted the proposal to enhance the monthly remuneration of the part-time Medical Officer to ₹ 35,000/- per month. In addition, the Committee agreed to the continuance of monthly remuneration of existing honorarium of ₹ 6,000/- per month to the part-time Dispensary Attendant. The Committee recommended the item for consideration and approval of BOGs.

**[ACTION: FIA & ACO]**

**ITEM NO. F.37.2.9: TO CONSIDER AND APPROVE THE REVISION OF TARIFF/RENTAL CHARGE OF GUEST HOUSE**

The Finance Committee, after examining the proposal to enhance the tariff/rental charges of Guest House, accepted the proposed rates [Annexure-I] and recommended the same to the BOGs for consideration and approval. The manpower to be engaged as Sweeper, Mali, Security Guard, Caretaker, Attendant etc. are to be met from the revenue generated from the Guest House.

**[ACTION: FIA & ACO]**

**ITEM NO. F.37.2.10: TO CONSIDER AND APPROVE THE REVISION OF RENTAL CHARGE OF HOSTEL**

The Finance Committee, after deliberations, accepted the proposal to enhance tariff/rental charges of Hostel [Annexure-II], and recommended the same to the BOGs for consideration and approval. The manpower such as Sweeper, Mali, Caretaker, Attendant, Security Guard etc. to be engaged for student hostels (i.e. the hostel having ME/PhD students) are to be met from the revenue earned from the Hostel.

**[ACTION: FIA & ACO]**



## ANY OTHER ITEM

### ITEM NO. F.37.2.11: TO CONSIDER AND APPROVE REVISION OF SEATING FEE FOR THE EXPERTS AND INVITED GUESTS COMING FOR INSTITUTIONAL ACTIVITIES

The proposal submitted by the institute for enhancing the seating fee of the experts, invited guests, members of BOGs/Finance Committee/Society etc. was examined. The Committee was informed about the prevailing rates for similar assignments at national level institutes.

### SEATING FEE FOR ATTENDING MEETING


S. No.	Seating Fee	Proposed ₹
1.	Members of Board of Governors, Finance Committee and Society	4,000/- per seating
2.	Outside Members of Academic Council	4,000/- per seating
3.	Chief Guest and Guest of Honour for National and International Functions conducted by the institute	4,000/-
4.	Members of Selection Committee	4,000/- per day
5.	Session Chair/Expert for invited talks [Except for ME/PhD/STC]	3,000/-
6.	Outside Expert Members of the Committee constituted to look into various matters pertaining to academic, financial, purchase, legal, conduct matters etc.	2,500/- per meeting limited to 4,000/- for two different meetings in a day.

The Committee accepted the proposal of the institute and recommended the same to the BOGs for consideration and approval.

**[ACTION: FIA/ACO]**

The meeting ended with thanks to the Chair.

  
 21.4.2018  
**(Dr SS PATTNAIK)**  
 Member-Secretary

  
**(Dr KK TALWAR)**  
 Chairman



Annexure-I

RENTAL CHARGE OF GUEST HOUSE

Sr. No.	Guest Eligibility / Category	Existing Tariff [₹]	Proposed Tariff [₹]
1.	Members of Board of Governors / Finance Committee, NITTTR Chandigarh Society, Academic Advisory Committee etc. / Expert invited for Institute Work / Seminar & Workshop / Official visit to attend meeting at NITTTR Chandigarh.	Free boarding & lodging	No Change
2.	Member of Board of Governors, Finance Committee, NITTTR Chandigarh Society, Academic Advisory Committee and Ex-BOG Members etc. and Faculty of other NITTTRs on their Personal visit.	500/- per day	No Change
3.	Guest of Chairman BOG, Guest of members of BOG	500/- per day	No Change
4.	Institute employees and their guests, for maximum of 15 days in a calendar year (January to December)	250/- per day	No Change
5.	Ex-employees and their wards.	250/- per day	No Change
6.	Govt. Officials on official duty other than NITTTR Work.	1,000/- per day	1,500/- per day
7.	Any other visitor.	1,500/- per day	1,800/- per day
8.	Dining Hall of Guest House – I.	2,000/-+GST per day	3,000/-+GST per day
9.	Guests from Central Ministry (not for NITTTR, Chandigarh work).	---	500/- per day
10.	Guest from abroad not for institute work but institute would like to use his specialization work in future.	---	1,500/- per day


**Note:**

- ❖ Stay of Institute employee's guest is only for 15 days and for additional 15 days, the charges will be @ ₹ 500/- per day for additional days.
- ❖ Dining Hall charges includes service charges @ ₹ 500/- for Guest House-I.
- ❖ For free boarding & lodging, approval from the Director is must.

  
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**Annexure-II**  
**RENTAL CHARGE OF HOSTEL**

Sr. No.	Category	Existing Rates [₹]	Proposed Rates [₹]
1	ME/Ph.D Students (for eligible period) (ME Reg. 2 years) (ME Modular 7 spells) (Ph.D 3 years)	5500/- per semester 1300/- per month 75/- per day	10000/- per semester 1800/- per month 150/- per day
2	STC/Workshop/Seminar/Conference/any other activity (participants of paid programme)	50/- per day per person	100/- per day per person
3	a) Govt. Official on official duty other than NITTR work b) Consultancy Programs c) Guests of ME/Ph.D Students	150/- per day per person 75/- per day for additional person	250/- per day per person 100/- per day for additional person
4	ME/Ph.D Students in hostel during Thesis work beyond the eligible period ME Reg. beyond 2 years ME Modular beyond 7 <sup>th</sup> spells Ph.D beyond 3 years		4000/- per month (Maximum for period of one year) 300/- per day (Maximum for period of one year)
5	ME (Modular) Students	1950/- per spell	3,000/- per spell
6	Project Fellow / Associates	900/- per month per person	i. 1,200/- or HRA allocate by funding agency whichever is higher. ii. In case, HRA is not allocated by the funding agency, then 1800/- per month.
7	Any other visitor	200/- per day per person 150/- per day for additional person	350/- per day per person 250/- per day for additional person
8	Institute employee for their guests for 15 days in a Calendar year	50/- per day per person and 50/- per day for additional person	75/- per day per person and 50/- per day for additional person
9	Institute employee for their guests beyond 15 days		200/- per day per person and 100/- per day for additional person
10	STC participants with his/her spouse	150/- per day per person	200/- per day per person

  
 21.4.2018