

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

MINUTES OF THE TWENTYFIRST MEETING OF THE FINANCE COMMITTEE HELD ON 21 OCTOBER, 2011 AT 11.30 A.M. AT THE NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, SECTOR 26, CHANDIGARH

The 21st meeting of the Finance Committee was held on 21 October, 2011 at 11.30 A.M. at National Institute of Technical Teachers Training and Research, Sector 26, Chandigarh.

The following were present:

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| 1. | Dr KK Talwar
Chairman Board of Governors
NITTTR Chandigarh | Chairman |
| 2. | Shri Sat Pal Sharma
Under Secretary(Finance)
Representative of Shri AN Jha,
Joint Secretary & Financial Advisor(IFD),
Department of Higher Education
Ministry of Human Resource Development
Government of India
New Delhi | Member |
| 3. | Dr KM Rastogi
Director
NITTTR Chandigarh | Member Secretary |

The following member could not attend the meeting:

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| 1. | Shri NK Sinha,
Additional Secretary(Tel)
Ministry of Human Resource Development
Department of Higher Education
Ministry of Human Resource Development
Government of India
New Delhi | Member |
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The Member Secretary, at the outset, welcomed all the members. Thereafter, with the permission of the Chair, various agenda items were deliberated as under:

ITEM NO. F. 21.1 TO CONFIRM THE MINUTES OF 20th MEETING OF FINANCE COMMITTEE HELD ON 25.06.2011 AND TO REPORT ACTION TAKEN THEREON

- (a) The minutes were confirmed as recorded.
- (b) Follow up of items of previous meeting(s)

Against

ITEM NO. F 13.5

TO CONSIDER CREATION OF POSTS UNDER OBC-OSC SCHEME OF THE CENTRAL GOVERNMENT

While noting the item, the Chairman requested the Member Secretary to follow up the matter with the MHRD. He also requested Shri Satpal Sharma, Under Secretary(Finance) to expedite the matter at the earliest.

Against

ITEM NO.F.18.2.7

TO CONSIDER NATIONAL SKILL DEVELOPMENT PROGRAMME

The Committee noted the recommendations of the Ministry(Letter No.7-19/2011-TS.IV dated 17.10.2011) that there is no need for a separate proposal for additional funds under National Skill Development Programme as the requirement for the same may be furnished alongwith the Budget Estimates/Revised Estimates of the Institute.

Against

ITEM NO.F 19.2.1

TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (GENERAL), NON-PLAN AND PLAN – (OSC) OBC SCHEME UP TO THE THIRD QUARTER OF THE FINANCIAL YEAR 2010-11

The matter has been taken up with the MHRD and the reply is still awaited. The Member Secretary requested Shri Satpal Sharma, Under Secretary(Finance), MHRD to expedite the matter.

Against

ITEM NO.F.19.2.2

TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE

This item was noted.

Against

ITEM NO.F.20.2.2

TO CONSIDER ENHANCEMENT OF ALLOWANCE PAYABLE TO THE PART TIME HOSTEL WARDEN OF THE INSTITUTE

Action taken by the institute was noted.

Against
ITEM No. F.20.2.3

**TO CONSIDER PROMOTION OF LDC UNDER 10%
QUOTA FROM MSA WHO ARE IN THE GRADE PAY OF
Rs.1800/-**

Action taken by the institute was noted.

Against
ITEM No. F.20.2.4

**TO CONSIDER AND APPROVE THE ANNUAL
ACCOUNTS OF THE INSTITUTE FOR THE
FINANCIAL YEAR 2010-11**

This item was noted and it was recommended that the matter may be pursued with the AG(Punjab) for obtaining Audit Certificate for submission to the Ministry.

Against
ITEM No. F.20.2.5

TO REPORT REGARDING ARBITRATION CASE

The Member Secretary explained to the Finance Committee that a letter was sent to NBCC based on the opinion of the institute counsel. To this, NBCC replied vide its letter No. SBG/JAT/TECH-19/2011/2402 dated 26.09.2011 that payment has to be made by NITTTR Chandigarh citing a clause of the contract document. The Finance Committee recommended to send the above letter of NBCC alongwith terms and conditions of the contract document to the Institute counsel Shri IS Sidhu for his legal opinion on the case for taking further necessary action at the Institute level.

ITEM F.21.2

FOR CONSIDERATION

ITEM NO.F.21.2.1

**TO CONSIDER PAYMENT OF SITTING FEE @ Rs.2000/-
PER DAY BESIDES PAYMENT OF TA/DA TO THE
MEMBERS OF ACADEMIC COUNCIL, FINANCE
COMMITTEE, BOARD OF GOVERNORS & NITTTR
CHANDIGARH SOCIETY FOR ATTENDING INSTITUTE
MEETINGS**

The Committee recommended to the Board of Governors for enhancing the payment of sitting fee @ Rs.2000/- per day besides payment of TA/DA to the members of Academic Council, Finance Committee, Board of Governors & NITTTR Chandigarh Society for attending Institute meetings.

ITEM NO.F.21.2.2

TO CONSIDER AND ALLOW DELEGATION OF FINANCIAL POWER BY THE DIRECTOR TO THE ESTATE OFFICER OF THE INSTITUTE TO INCUR EXPENDITURE UPTO Rs. 2500/- IN EACH CASE

The Committee recommended to the Board of Governors to allow delegation of financial powers by the Director to the Estate Officer of the Institute to incur expenditure upto Rs.2500/- in each case as per conditions given in the agenda note at page 6.

ITEM NO.F.21.2.3

TO CONSIDER REIMBURSEMENT OF COST OF BOOKS AND TECHNICAL JOURNALS TO THE CHIEF LIBRARIAN AND SR. LIBRARIAN OF THE INSTITUTE

The Committee recommended to the Board of Governors to allow the reimbursement of cost of books and technical journals to the Chief Librarian and Senior Librarian of the institute to the tune of Rs.3000/- as given to faculty members.

ITEM NO.F.21.2.4

TO CONSIDER REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2011-12 AND BUDGET ESTIMATES FOR 2012-13

The Committee recommended to the Board of Governors to approve the item as stated in the agenda note.

ITEM NO.F.21.2.5

TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (GENERAL)-RECURRING, PLAN – (NON - RECURRING) CREATION OF CAPITAL ASSETS AND NON PLAN SCHEME UP TO THE 2nd QUARTER OF THE FINANCIAL YEAR 2011-12

The Committee noted and recommended to the Board of Governors to approve this item as given in the agenda note.

ITEM NO.F.21.2.6

TO CONSIDER REVISION OF RENTAL CHARGES OF GUEST HOUSE

The Committee suggested modification in the proposed rental charges of Guest House.

The rates as given below were recommended for approval by the Board of Governors:

B. Guest House

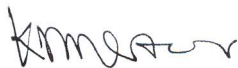
S.No.	Particulars	Existing Rates	Proposed Rates
1	Members of Board of Governors, Finance Committee, NITTTR Society, Academic Advisory Committee etc. on their official visit to attend meeting at NITTTR and faculty from other NITTTRS	Free lodging	Free lodging
2	Members of Board of Governors, Finance Committee, NITTTR Society, Academic Advisory Committee , and ex-BOG Members and faculty from other NITTTRS etc. on their Private visit	150/-Per person 70/- for additional person	Rs.250/- per day
3	*Officials visiting NITTTR, Chd. on Institute invitation	150/-Per person 100/- for additional person	Rs.250/- per day
4	Institute employees class A&B for their guests and Ex- employees up to a maximum 7 room days in a calendar year	100/-Per person 50/- for additional person	Rs.250/- per day
5	Institute employees class A&B for their guests and Ex- employees beyond 7 room days in a calendar year maximum upto 20 days.	200/-Per person 100/- for additional person	Rs.375/- per day
6	Guests of Chairman & Members BOG	300/-Per person 150/- for additional person	Rs.400/- per day
7	Govt. officials on official duty other than NITTTR work	300/-Per person 150/- for additional person	Rs.500/- per day
8	Any other visitor on the recommendation of an institute employee	500/-Per person 250/- for additional person	700/-Per day

ITEM NO.F.21.2.7

**TO CONSIDER CREATION OF ENDOWMENT FUND OUT
OF INTERNAL REVENUE OF THE INSTITUTE**

The Committee observed that the decision regarding the creation of endowment fund may be taken only after a decision on exclusion or otherwise of the NITTTRs from the Block Grant Scheme. It was advised to take up this item after a decision in the matter is taken by the Government.

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



Dr KM Rastogi
Member Secretary
NITTTR Chandigarh



Dr KK Talwar
Chairman, Board of Governors
NITTTR, Chandigarh