

Augmentation

Agenda items for 26th meeting of the Finance Committee to be held on
01.10.2013 at 12.00 noon in Board Room, NITTTR, Chandigarh

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LIST OF MEMBERS OF FINANCE COMMITTEE

Sr. No.	Name and Designation with full address of the present incumbent	Status
1.	Dr.K.K. Talwar Chairman, Board of Governors, NITTTR, Chandigarh and Chairman, IISER, Mohali	Chairman
2.	Shri Yogendra Tripathi, IAS Joint Secretary & Financial Adviser (IFD), Department of Higher Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, NEW DELHI – 110 115	Member
3.	Ms. Amita Sharma Additional Secretary (TEL), Department of Higher Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, NEW DELHI – 110 115	Member
4.	Dr. N. Sathyamurthy Director, Indian Institute of Science Education and Research, Sector 81, Post Office Manauli, SAS Nagar, MOHALI – 140 306	Member
5.	Dr. M.P. Poonia Director, National Institute of Technical Teachers' Training & Research, Sector 26, CHANDIGARH – 160 019	Member - Secretary

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, CHANDIGARH

AGENDA FOR THE 26TH MEETING OF THE FINANCE COMMITTEE
TO BE HELD ON 01.10.2013 AT 12 NOON

ITEM NO. F. 26.1 TO CONFIRM THE MINUTES OF 25TH MEETING OF FINANCE COMMITTEE HELD ON 26.04.2013

The minutes of the 25th meeting of the Finance Committee of the Institute, held on 26.04.2013, were circulated amongst all its members vide institute letter No. NITTTR / Board / 27th – Minutes / 7424 – 7440 dated 15.05.2013 for their information and comments, if any. A copy of the minutes is enclosed as **Annexure - I** (page Nos.01 to 04). Since no comments have been received from any other member, the same may be confirmed as recorded.

ITEM NO.F.26.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 25TH MEETING OF THE FINANCE COMMITTEE HELD ON 26.04.2013

S.No.	Item	Action Taken
F.25.1	To confirm the minutes of 24 th meeting of Finance Committee held on 19.10.2012 and to report action taken thereon The minutes were confirmed as recorded	Noted
F.23.2.1	To consider creation of endowment fund out of internal revenue of the institute The Chairman requested the Ministry representative to send the approval for creation of Endowment Fund. In addition he advised that institute may prepare a detailed plan for regulating its utilisation.	A reminder has been sent to the Ministry. Reply is still awaited. Regarding utilization of endowment fund, a committee was earlier constituted which gave its recommendations in October, 2011. The recommendations were placed before the finance committee vide item No.F.21.2.7 (copy enclosed as Annexure - II at page Nos.5 to 6) which were approved by the Board of Governors. For exercising financial and administrative power, the same power as vested in the Director and other officers to whom the delegation of power has been made under institute rules for purchases, service matters, recruitment etc. will continue to be vested.

F.24.3.5	<p>Payment of TA/DA to the teachers from private technical institutions</p> <p>The Committee recommended to the Board of Governors for the approval of payment of TA/DA to the teachers from private technical institutes as per institute rules. The Committee also advised that institute may devise a suitable mechanism to evaluate the impact of programmes for improving quality of technical education.</p>	Action is being initiated or issue.
F.24.3.6	<p>Payment of honorarium to the experts for preparing video packages</p> <p>The Finance Committee recommended to the Board of Governors for allowing payment of honorarium @ Rs.5000/- per package to the experts for preparing Video Packages.</p>	Noted
F.25.3.1	<p>To consider status report on progress of expenditure under plan (general)-recurring, plan (non-recurring) - creation of capital assets and non plan (recurring) scheme at the end of 3rd quarter i.e. 31.12.2012 of financial year 2012-13</p> <p>The Committee noted the status report on the progress of expenditure for the year 2012-13 under various schemes and recommended the same for approval by Board of Governors.</p>	Noted
F.25.3.2	<p>To consider pay protection of Mr. TN Thukral consequent upon his appointment as assistant professor, education department</p> <p>The Committee advised the institute to refer the case to the Ministry for further guidance / approval.</p>	The institute vide letter No.NITTTR/Admn/E-1/7836 dated 20.05.2013 has referred the case to MHRD for advise. Ministry vide its letter No.7-10/2013/TS.IV (FTS No.48913/13) dated 19.08.2013 has sought some clarification. Reply will be sent to Ministry soon.

F.25.3.3	<p>To consider declaration of goods including equipment, furniture etc. As obsolete or unserviceable.</p> <p>The Committee recommended to the Board of Governors to declare the goods including equipment, furniture etc as obsolete, unserviceable subject to the condition that this is done following the provisions of GFR/DFPRS.</p>	Noted ,
F.25.3.4	<p>Status of audit of accounts & inspection report for the year 2011-12</p> <p>While noting the status of outstanding audit paras the Committee advised the institute to indicate the break up of audit paras in categories A and B as per seriousness of the issue in future.</p>	<p>Out of 14 outstanding audit paragraphs up to the year 2011-12, only one para titled 'Potential Loss of Revenue (Rs. 2.57 crore) due to vacant seats in M.Tech/ME courses, during the period from 2009-10 to 2011-12 has been shown under Part-II-A -serious irregularities in the audit report for the year 2011-12 by Audit authorities. Remaining 13 paras are shown under Part-II-B of the respective audit reports and not shown as serious irregularity. A copy of para 'Potential loss of revenue' under Part-II-A of Inspection and Audit Report for 2011-12 and its annotated reply is enclosed. These paras are being pursued with audit authorities for settling them.</p>
F.25.3.5	<p>To consider and approve budget expenditure for year 2013-14 under TEQIP – II Project</p> <p>The committee discussed the parameters covered under TEQIP – II project and recommended the estimated budget expenditure under the project for the financial year 2013-14 for approval of the Board of Governors.</p>	Noted
F.25.3.6	<p>To consider and approve the renovation of auditorium and faculty / staff houses</p> <p>RENOVATION OF AUDITORIUM</p> <p>The Committee recommended the</p>	Noted

	<p>proposal of the institute for renovation of auditorium for approval of Board of Governors. The required budget as per the estimate be put up for approval.</p> <p>RENOVATION OF FACULTY / STAFF HOUSES</p> <p>The Committee recommended the proposal of the institute for renovation of faculty/staff houses for approval of Board of Governors. The Committee advised that the work may preferably be distributed between two or three agencies e.g CPWD/BSNL/Rites etc for better execution of the work. The required budget as per the estimate be put up for approval.</p>	<p>Estimate has been received from BSNL / CPWD for the renovation work of different categories houses. MOUs has been signed with both the agencies. The estimated cost for renovation work is Rs.8,23,70,858/- approximately</p>
F.25.3.7	<p>To consider and approve the provision of manpower through contract agencies</p> <p>The committee recommended the proposal of the institute for hiring manpower through contract agencies for building / campus / electrical / telephone maintenance for approval of board of governors. The committee advised that institute may ensure that the contract agencies deposit EPF/ESI/Service tax with the concerned authorities in time and payments are made to the employees at DC rates.</p>	<p>Noted</p>
F.25.3.8	<p>To consider monthly honorarium being paid for providing secretarial assistance to the chairman board of governors</p> <p>The Committee recommended to the Board of Governors for payment of honorarium of Rs.2000/- per month to Shri Swarnjit Saini, retired Private Secretary to Director, PGI for providing Secretarial assistance to Chairman, Board of Governors.</p>	<p>Noted</p>

ITEMS F.26.3 ITEMS FOR CONSIDERATION

ITEM NO.F.26.3.1 TO CONSIDER REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2013-14 AND BUDGET ESTIMATES FOR THE YEAR 2014-15

The Revised Budget Estimates of the institute for the financial year 2013-14 and Budget Estimates for the year 2014-15, are attached in a separate booklet as Annexure - III. A summary of these estimates is as under:-

(Rupees in lakh)

	Scheme	Original estimates	Now recommended	
		BE for 2013-14	RBE for 2013-14	BE for 2014-15
A	Non-Plan (Recurring)	2409.77	1989.45	2438.34
	Less estimated receipt	381.30	366.50	392.30
	Net Non-Plan	2028.47	1622.95	2046.04
B (i)	Plan-(General)-Recurring	346.37	342.35	359.97
(ii)	Plan-(Non-Recurring)-Capital	1177.47	927.80	1057.53
	Total Plan	1523.84	1270.15	1417.50
	Less estimated income	11.00	3.00	3.30
	Net Plan	1512.84	1267.15	1414.20

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

ITEM NO.F.26.3.2 TO CONSIDER AND RECOMMEND RATIFICATION OF THE RE-ENTRUSTMENT OF AUDIT OF ACCOUNTS OF NITTTR, CHANDIGARH TO THE C&AG FOR FURTHER PERIOD OF FIVE YEAR FROM 2013-14 TO 2017-18

Based on the instruction of the Ministry of Human Resource Development, Govt. of India, New Delhi, vide their letter No.23-2/2013-TS.IV dated June, 2013 (copy attached as Annexure - IV at page Nos.7 to 8), the proposal for re-entrustment of audit of accounts of this institute for another period of 5 years from 2013-14 to 2017-18 to the Comptroller and Auditor General of India, was approved by the Chairman, Board of Governors vide U.O. No.Accounts/15 dated 20.06.2013, copy attached as Annexure – V at page No.9. Now, the Ministry has conveyed the approval of Govt. of India, Ministry of Finance vide letter No.7-19/2013-TS.IV dated 29.08.2013 copy enclosed as Annexure - VI at page Nos.10 to 12 for entrusting the audit to the C&AG for next five years. The order of the Chairman, Board of Governors and order of Govt. of India, Ministry of Finance are placed before the Finance Committee for its recommendation to the Board of Governors for their approval.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND RECOMMEND TO THE BOARD OF GOVERNORS FOR RATIFICATION

ITEM NO.F.26.3.3 TO CONSIDER AND RECOMMEND RATIFICATION OF THE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2012-13 APPROVED BY THE CHAIRMAN, BOARD OF GOVERNORS

A U.O. note was sent to the Chairman, Board of Governors stating that provisional statement of Annual Accounts for 2012-13 had been prepared which were to be got adopted by the Board of Governors. Thereafter, these accounts are to be sent to audit authority. Therefore, the Chairman, Board of Governors was requested to approve the annual accounts for the year 2012-13. Chairman, Board of Governors has approved the Annual Accounts vide UO No. dated 19.06.2013. Copy enclosed as **Annexure - VII** at page Nos.13 to 48 .

FINANCE COMMITTEE MAY KINDLY CONSIDER AND RECOMMEND TO THE BOARD OF GOVERNORS FOR RATIFICATION

ITEM NO.F.26.3.4 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 1st QUARTER ON 30.06.2013

The status of unspent balance under Plan (Non - Recurring) - Creation of Capital Assets, Plan (General - Recurring, and Non - Plan (Recurring) scheme at the end of 1st quarter i.e. 30.6.2013 of the financial year 2013-14 is as under:

(Rupees in lakh)

Head/ Scheme	Opening balance as on 1.4.2013	Grant received from GOI, MHRD	Internal income of the organization	Total fund available. (I+II+III)	Expenditure up to 30.6.2013	Unspent balance as on 30.6.2013 (IV-V)
		II	III	IV	V	VI
i) Plan -Non-Recurring -Creation of Capital Assets	Nil	200.00	Nil	200.00	90.60	109.40
ii) Plan -General -(Recurring)	0.45	75.00	IRG: Loans & Advances = 0.63 ----- Total: = 0.63	76.08	78.57	(-) 2.49
iii) Non Plan (Recurring)	157.83	500.00	Loans & Advances = 1.30 ----- Total: = 1.30	659.13	448.60	210.53
iv) IRG	837.23 *		IRG 111.71		Non Salary=50.21	61.50

* Note: Accumulated IRG of Rs. 837.23 lakh as on 31.3.2013 has been indicated as Corpus Fund/opening balance as on 01.04.2013. Rs. 61.50 lakh represents closing balance of IRG received during the current financial year 2013-14 (April-June) after meeting Non-Salary expenditure up to June 2013.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATION TO THE BOARD OF GOVERNORS FOR APPROVAL

ITEM NO.F.26.3.5 TO CONSIDER PAYMENT OF SITTING FEE @ ₹ 3000/- PER MEETING BESIDES PAYMENT OF TA/DA TO THE MEMBERS OF ACADEMIC COUNCIL, FINANCE COMMITTEE, BOARD OF GOVERNORS, NITTTR CHANDIGARH SOCIETY AND SELECTION COMMITTEE FOR ATTENDING INSTITUTE MEETINGS

The Board of Governors of the institute in its 21st meeting (vide item No.B.21.3.1) held on 21.10.2011, on the recommendations of Finance Committee, had approved sitting fee @ ₹ 2000/- per day (both official and non-official members) to Chairman and members of the Board, NITTTR Chandigarh Society, Academic Council, Finance Committee and Selection Committee besides payment of TA/ DA for attending institute meetings.

Since the year 2011, the sitting fee of ₹ 2000/- per day has not been changed. In the light of above, it is proposed that the sitting fee / honorarium may be enhanced to ₹ 3000/- per meeting (both official and non-official members) to the Chairman and members of the Board, NITTTR Chandigarh Society, Academic Council, Finance Committee and Selection Committee besides payment of TA/ DA for attending institute meetings. NITTTR Bhopal is already paying ₹ 3000/- per sitting to the members

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

ITEM NO.F.26.3.6 TO CONSIDER GRADE PAY Rs.4200/- TO ASSISTANTS IN NITTTR, CHANDIGARH AT PAR WITH CENTRAL GOVT. AUTONOMOUS ORGANIZATIONS ESTABLISHED UNDER MHRD, GOVERNMENT OF INDIA

The 13 sanctioned posts of Assistants, who were in the pre-revised pay-scale of Rs.4500-7000 have been granted PB-1 in Pay Band of Rs.5200-20200 with Gr. Pay of Rs.2800/- w.e.f. 01.01.2006 with the approval of Govt. of India, Ministry of HRD Letter No.F23-7/2008-IFD dated 23.10.2008 under 6th Central Pay Commission (copy enclosed as **Annexure – VIII** at page Nos.49 to 51).

Various autonomous bodies/similar institutions such as NITTTR, Chennai, SLIET Longowal, NIT Srinagar, NIT Kurukshetra, NERIST Itanagar, KVS, NVS and Central Institute of Technology, Assam established under the Ministry of HRD have already granted the Gr. Pay of Rs.4200/- to the Assistants w.e.f. 01.01.2006 under 6th CPC **Comparative Chart enclosed as Annexure – IX** at page No.52).

Based on the information collected from above autonomous organizations/similar institutions, an item was placed before the Board of Governors and Finance Committee to grant Gr. Pay Rs.4200/- to the Assistants working in the institute. The item was duly approved by Finance Committee vide Item No.F13.4 and Board of Governors vide

item No.B.13.4.1 dated 13.02.2009 and as per recommendations, the case with detailed justification was referred to Ministry for its approval vide Letter No. NITTTR/Estt./1939 dated 28.04.2009 (copy enclosed as **Annexure** at page Nos.53 to 54). The last letter to extend same Gr. Pay of Rs.4200/- to Assistants on parity basis was sent to Ministry vide No.NITTTR/D/EA-1/11714 dated 01.07.2013 (copy enclosed as **Annexure – XI** at page Nos.55 to 56).

In the past also, Board of Governors of the institute on the recommendations of Finance Committee vide Item No. F29.13 and Board of Governors vide its Item No. B 58.15 dated 12-07-1991 has sent the case to Ministry of Government of India to extend the pay scales to Assistants admissible in similar organizations for its clear and prompt implementation in the institute. (Copy of Minutes enclosed as **Annexure – XII** at page No.57).

It is important to mention that one of our sister organizations i.e. NITTTR, Chennai has already granted Grade Pay of Rs.4200/- to the Assistants (pre-revised scale of Rs.4500-7000) with the approval of BOG and F&P Committee under intimation to Smt. Rashmi Chaudhary, the then Director, MHRD, New Delhi on 23.12.2008 (copy enclosed as **Annexure – XIII** at page Nos.58 to 60).

It is added here that the Letter No.7-23/2010-TS.IV dated 30.04.2012 received from Under Secretary, Government of India, Ministry of HRD, New Delhi conveys that "Autonomous Bodies are governed by the rules adopted and followed by them and not governed by Government Rules including government, pension rules. Such matters to be decided as per the rules followed by the body/as applicable" (copy enclosed as **Annexure – XIV** at page No.61).

Keeping in view the above facts, communication received from MHRD, New Delhi from time to time and powers of the Board of Governors, as per MOA of the institute, the matter is again being placed before the Board of Governors to grant Grade Pay of Rs. 4200/- in place of Rs 2800/- w.e.f. 01-01-2006 to the Assistants working in this institute so that the long pending demand of parity in pay scales be met with. The table indicating the financial burden/year which can be met from institute's IRG is also placed for your kind consideration (enclosed as **Annexure – XV** at page No.62).

FINANCE COMMITTEE MAY KINDLY RECOMMEND FOR ITS IMPLEMENTATION TO
BOARD OF GOVERNORS

ITEM NO.F.26.3.7 TO CONSIDER REVISED T.A. RULES FOR TRAINEES, PARTICIPANTS, DELEGATES, EXPERTS, AND INSTITUTE EMPLOYEES FOR CONDUCTING SHORT TERM COURSES, WORKSHOPS, SEMINARS, CONFERENCES, MEETINGS, ETC.

A committee consisting of Dr. JS Saini, Dr. SS Pattnaik, Dr. Sanjay Sharma and Shri PP Kaushik was constituted to review rules for TA / DA, course fee of programmes organised by the Institute. The gist of the existing and proposed rules is enclosed as Annexure - XVI at page Nos. 63 to 68.

FINANCE COMMITTEE MAY KINDLY RECOMMEND FOR ITS IMPLEMENTATION TO THE BOARD OF GOVERNORS

ITEM NO.F.26.3.8 TO CONSIDER PROPOSAL FOR CADRE REVIEW AND RE-STRUCTURING OF NON-TEACHING STAFF OF NITTTR, CHANDIGARH

The staff structure of the institute, which was applicable since 1967, was suffering from some ailments such as:

- Hardship being faced by the non-teaching employees of the institute due to acute stagnation in almost every cadre.
- Many of the posts in the institute are single cadre posts with no promotional avenues.

Keeping these in mind and change of status of the institute from regional to national and broadening of scope and activities the need to re-think the staff structure and cadre review was felt in the institute. The restructuring will provide vertical and horizontal mobility to the non-teaching employees as is being provided in various other institutions of the national stature. Accordingly a committee consisting of faculty and staff was constituted by the competent authority to re-look the above felt needs. A number of meetings were conducted to study and analyse the existing staff structure. The committee members interacted with the institute staff working at various levels. In order to open promotional / growth avenues to the non-teaching employees of the institute the committee has submitted its report which is being placed for the consideration and approval of Board of Governors (Annexure – XVII at page Nos.69 to 107).

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

ITEM NO.F.26.3.9 TO CONSIDER AND APPROVE THE MEDICAL SCHEME FOR THE EMPLOYEES OF THE INSTITUTE INCLUDING RETIREES AND THEIR DEPENDENT

This institute is following Civil Services (Medical Attendance) Rules, 1944 for providing medical facilities to its employees including retirees. The retirees have been granted fixed medical allowance @ Rs. 300/- per month as per the instructions of Govt. of the India.

The employees of the institute has been requesting to the institute authorities, time and again, for grantin medical facilities(indoor and outdoor) for themselves and their dependants after retirement from sen presently there is no such provision except fixed medical allowance of Rs.300/- per month.

The Institute authorities, considering this request of the employees quite genuine, started exploring the s prevailing in different Central Govt. organizations which may be implementable for the benefit of the emp After going through some of these schemes, it is found that the scheme of medical treatment to r implemented in CSIO, Chandigarh is quite useful for implementation in the institute.

The main features of the scheme are :

- There is no membership contribution for the serving employees
- Pensioners have an option to get their CGHS pensioner card made by either making CGHS contrib on an annual basis(twelve months) or by making contribution for 10(ten) years[120(one hundred ar twenty) months] for getting a pensioner CGHS card with life-time validity.
- **Monthly contributions for availing CGHS facility**

Grade pay drawn by Officer	Contribution per month	Lump-sum(10 years)
Upto Rs.1650/-	Rs.50/-	Rs. 6000/-
Rs.1800 to 2800	Rs.125/-	Rs.15000/-
Rs.4200/-	Rs.225/-	Rs.27000/-
Rs.4600/- to Rs.6600/-	Rs.325/-	Rs.39000/-
Rs.7600/- and above	Rs.500/-	Rs.60000/-

In view of the above, it is proposed that the institute may be allowed to implement the above scheme. The c the scheme is enclosed as **Annexure - XVIII** at page Nos.108 to 117.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND GIVE RECOMMENDATION TO T BOARD OF GOVERNORS