

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

**Agenda:** For the 12<sup>th</sup> meeting of the Finance Committee.  
**Place:** Board Room of National Institute of Technology, Kurukshetra  
**Date:** Monday, the 15<sup>th</sup> October, 2007 at 11.00 a.m.

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**Item 12.1: To confirm the minutes of 11<sup>th</sup> meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 30.6.2007.**

The minutes of the 11<sup>th</sup> meeting of the Finance Committee held on 30.6.2007 were circulated to the members vide our letter No. Acs./11<sup>th</sup> FC/6440-45 dated 1.8.2007. No comments from any member have been received.

A copy of the minutes of 11<sup>th</sup> meeting of the Finance Committee held on 30.6.2007 is placed at Annexure- A pages from 2 to 9.

The Finance Committee may confirm the minutes of the 11<sup>th</sup> meeting of the Finance Committee held on 30.6.2007.

ANNEXURE-A

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

**Minutes of 11<sup>th</sup> meeting of the Finance Committee,  
NIT, Kurukshetra held on 30.6.2007 at 11.00 a.m. in the  
Board Room of National Institute of Technology, Kurukshetra-136119.**

**PRESENT**

- |    |  |                        |
|----|--|------------------------|
| 1. | Sh. C.B. Mathur,<br>Hon'ble Chairman, Board of Governors<br>& Chairman, Finance Committee,<br>NIT, Kurukshetra.<br>B-35, Shyam Nagar,<br><b>Jaipur-302 019 (Rajasthan)</b>                                     | <b>In Chair</b>        |
| 2. | Sh. N Bala Basker, IAS,<br>Financial Commissioner &<br>Principal Secretary to Govt. of Haryana,<br>Finance Deptt. ,<br>Haryana Civil Sectt.,<br><b>Chandigarh</b>  | <b>Member</b>          |
| 3. | Sh. Madan Mohan,<br>Director (NITs),<br>Government of India,<br>Ministry of Human Resource Development,<br>Department of Higher Education,<br>Shastri Bhawan,<br><b>New Delhi -110001</b>                      | <b>Member</b>          |
| 4. | Sh. S. Mohan<br>Dy. Secretary,<br>(Integrated Finance Division)<br>Govt. of India,<br>Ministry of Human Resource Development,<br>Deptt. of Higher Education ,<br>Shastri Bhawan,<br><b>New Delhi- 110 001.</b> | <b>Member</b>          |
| 5. | Dr. M N Bandyopadhyay,<br>Director,<br><b>NIT, Kurukshetra.</b>  | <b>Director-Member</b> |

6. Sh. R P S Lohchab,  
Registrar,  
NIT, Kurukshetra.

Member -Secretary

Dr. Surendra Prasad, Director, IIT, Delhi and Director, Technical Education, Haryana, Chandigarh could not attend the meeting.

Before the start of the meeting the Registrar & Member-Secretary welcomed the Hon'ble Chairman and other members of the Finance Committee.

The Finance Committee made recommendations/took decisions as under:

**Item 11.1: To confirm the minutes of 10<sup>th</sup> meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 21.03.2007.**

The Finance Committee confirmed the minutes of the 10<sup>th</sup> meeting of the Finance Committee held on 21.3.2007.

**Item 11.2: To note follow up action taken on the 9<sup>th</sup> meeting of the Finance Committee held on 28.10.2006.**

The Finance Committee noted the action taken on the 9<sup>th</sup> meeting of the Finance Committee held on 28.10.2006 as reported in the agenda item 10.2.

**Item: 11.3: To note follow up action taken on the 10<sup>th</sup> meeting of the Finance Committee held on 21.03.2007.**

The Finance Committee noted the action taken on the 10<sup>th</sup> meeting of the Finance Committee held on 21.3.2007 as reported in the agenda item 11.3. However, it was desired that in future detailed action taken/action being taken should be mentioned so that the position in respect of each item is clear to the Finance Committee.

**Item 11.4: To consider and approve the Annual Accounts of the National Institute of Technology, Kurukshetra for the year 2006-2007.**

The Finance Committee considered and approved the Annual Accounts of the Institute for the year 2006-07 for verification/certification by the Accountant General (Audit), Haryana.

The FC suggested as under:

- i) The Annual Accounts of some other NITs may be consulted regarding depiction of 'Depreciation' on fixed assets in the Income & Expenditure Accounts.
- ii) The outstanding liability of Rs. 55,57,915/- on account of loan may be liquidated by way of suitable transfer entries treating the loan as grant of the Central Government.

**Item 11.5: To consider the rate of Interest on C.P.F. balances of the subscribers for the period from 1.4.2007 to 31.3.2008.**

The Finance Committee recommended to the Board that interest on C.P.F. balances from 1.4.2007 to 31.3.2008 be allowed @ 10% per annum subject to final confirmation from the Ministry of Human Resource & Development, New Delhi as suggested by Sh. S. Mohan, Deputy Secretary, IFD. Till the confirmation is received the interest may be paid as applicable to the Central Govt. Employees on their G.P.F.

**Item 11.6: Payment of honorarium/extra remuneration to outside faculty for delivering expert lectures.**

The Finance Committee approved the agenda item with slight modifications and recommended to the Board for ratification as under:

- (i) A Guest / Visiting Faculty may deliver maximum up to four expert lectures per day @ 1,000/- each for the MBA students out of the funds meant for MBA course which is self-financing.
- (ii) A Guest Faculty only may deliver maximum two lectures per day @ Rs. 1,000/- each for other regular courses out of Non-plan funds.

**Item 11.7: Provision of funds for supporting Research Activities in the Institute.**

The Finance Committee agreed in principle regarding Research Activities out of Plan Funds but the modalities will be finalized by the MHRD for all NITs and expenditure will be incurred under this scheme thereafter.

**Item 11.8: To consider the reimbursement of medical expenses of Sh. Surta Ram, Beldar, Electronics Engg. Department.**

The Finance Committee recommended to the Board that the reimbursement claim of Sh. Surta Ram, Beldar, Electronics Engg. Department be admitted to the tune of Rs. 1,72,894/-.

**Item 11.9: To consider the reimbursement of medical expenses of Late Sh. R.K. Arora, Ex-Finance Officer.**

The Finance Committee recommended to the Board that the reimbursement claim of Mrs. Usha Rani W/o Late Sh. R.K. Arora, Ex-Finance Officer be admitted to the tune of Rs. 1,81,649/-.

**Item 11.10: To consider increase in the number of Merit Scholarships.**

The Finance Committee recommended to the Board that the number of scholarships be increased proportionately from 15 to 21 as reported in the agenda item.

**Item 11.11: To note reduction in Programme Life Allocation under TEQIP.**

The Finance Committee approved the revised Programme Life Allocation under TEQIP as per details mentioned in the agenda item.

**Item 11.12: To consider enhancement of Staff Welfare Fund.**

The Finance Committee recommended to the Board to enhance the amount of Staff Welfare Fund from Rs. 50,000/- to Rs. 1,00,000/-. Further it was desired by the Finance Committee that desirability for implementation of Group Insurance Scheme in the Institution may be explored and necessary proposal in this regard may be placed before the FC in its next meeting.

**Item 11.13: To consider and ratify the minutes of 8<sup>th</sup> meeting of the Building & Works Committee of National Institute of Technology, Kurukshetra held on 28.05.2007.**

The Finance Committee recommended to the Board that the minutes of 8<sup>th</sup> meeting of the Building & Works Committee of NIT, Kurukshetra held on 28.5.2007 be



approved subject to comments sent by Dr. R P Singh, AICTE/BOG representative on the Building & Works Committee vide his letter dated 19.06.2007 on the B&WC agenda item 8.3 relating to construction of 350 seaters Boys Hostel. Further the Finance Committee desired that flow of funds required quarterly may be intimated in phases for the year 2007-08 and plan may be made similarly for the next four years of the 11<sup>th</sup> Five Year Plan.

**Item 11.14: Proposal for Establishing Aero Modelling Club in the Institute.**

The Finance Committee recommended to the Board that (i) Aero Modelling Club in the Institution be established, (ii) one time expenses of Rs. 1.25 lakh be met out of Plan Grant, (iii) recurring expenses of Rs. 0.75 lakh be met out of Non-Plan Grant, (iv) the activities may be reviewed after one year and (v) progress may be reported to the Finance Committee.

**Item 11.15: To consider Special Pay/allowance to some categories of non-teaching posts in view of specially arduous nature of duties.**

The Finance Committee did not agree with the suggestions made in the agenda item. Instead, it was recommended by the Finance Committee that keeping in view the hardship involved and arduous nature of duties being performed by the concerned employees, the special pay may be converted into extra remuneration. This benefit may only be allowed to those employees who were getting special pay as on 1.4.2004 when the Central Pay Scales were implemented in the Institute and it will be personal to them.

**Item 11.16: To consider condemnation of Institute vehicle TATA SUMO No. HR07 D 1210 and purchase of new one in lieu thereof.**

The Finance Committee recommended to the Board that the old vehicle TATA SUMO may be condemned first after completing all the formalities and then the new vehicle may be purchased out of the Institute Development Fund (Consultancy share) so that there is no financial burden on the Central Govt.

**Item 11.17: To consider to provide space for Post Office in the shopping complex of National Institute of Technology, Kurukshetra.**

The Finance Committee recommended to the Board that the space be provided to the Post Office in the shopping complex of National Institute of Technology, Kurukshetra @ Rs. 999/- per month as proposed in the agenda item. An agreement may be got signed with the Postal authorities stipulating therein that rent of the building will be revised after three years.

It was brought to the notice of the Finance Committee that Institute land measuring 10 acres (approx.) is in the possession of PWD/HSEB. The Finance Committee desired that matter in details may be referred to the State Government as well as the Central Govt. for getting the said land vacated.

**Item 11.18: To provide faculty for M.Tech. courses started under the Technical Education Quality Improvement Programme (TEQIP).**

The Finance Committee recommended to the Board that the courses will continue under the TEQIP till the expiry of TEQIP in the Institute and thereafter the expenditure on courses running under above scheme will be transferred to the Non-Plan Budget (Recurring) of the Institute. Till further balance grant is received under TEQIP, the expenditure in this regard may be met from any source where funds are available.

**Tabled Items:**

**Item 11.19: To consider raising the Institute Contribution to Staff Club Non-Teaching (Class-III & IV) from existing Rs. 5,000/- to an appropriate amount.**

The Finance Committee approved the proposal as furnished in the agenda item and recommended to the Board for ratification.



**Item 11.20: To consider the enhancement in fees and misc. expenses to the standing counsels of the Institute.**

The Finance Committee recommended to the Board that the Counsel Fee of the various Counsels of the Institute be enhanced as under on the pattern of the Kurukshetra University, Kurukshetra on local conditions:

- |      |   |   |
|------|---|---|
| i)   | Sh. C.B. Madan<br>(Senior Advocate at the<br>Hon'ble District Courts, KKR)                    | a) Rs. 2700/- as Counsel Fee per case + 10%<br>clerkage charges and Rs. 300/- as misc.<br>expenses.<br>b) Sh. Madan be kept as Retainer and he may<br>be allowed Rs. 3500/- as retainership fee per<br>month. |
| ii)  | Sh. Amarjit Singh Virk<br>(Advocate at Hon'ble Punjab<br>& Haryana High Court,<br>Chandigarh) | Rs. 6000/- as Counsel Fee per case + 10%<br>clerkage charges and Rs. 700/- as misc.<br>expenses   |
| iii) | Sh. Varun Gupta<br>(Advocate at Hon'ble Punjab<br>& Haryana High Court,<br>Chandigarh)        | -do-  |
| iv)  | Sh. S. Srinivasan<br>(Advocate at the Hon'ble<br>Supreme Court of India)                      | Rs. 12,000/- as Counsel Fee per case + 10%<br>clerkage charges and Rs. 500/- as misc.<br>expenses.  |
| v)   | Sh. V. Sudeer<br>(Advocate at the Hon'ble<br>Supreme Court of India)                          | -do-  |

**Item 11.21: Making of provision of Wages/Salary of the contractual staff appointed in the Construction Cell of the Institute.**

The Finance Committee approved the proposal mentioned in the agenda item and desired that such persons may be appointed on contract basis for one year.

**Item 11.22: To consider creation of additional faculty positions due to new courses and increase in intake in the existing courses in consonance with the approval of MHRD.**

The Finance Committee noted as under after detailed discussion: -

- (i) Prior to 1.1.2005 the total sanctioned faculty positions of the Institute were 160 which included 118 for U.G. Engg. Deptts., 15 for PG Engg. Deptts. and 27 for Humanities & Sciences Departments (which was appx.23% of the faculty positions meant for UG Engg. Deptts.).
- (ii) As per decision taken by the Finance Committee in its 10<sup>th</sup> meeting held on 21.3.2007 the Institute was allowed teaching positions both for UG & PG courses to the maximum extent of one fifty (150) only which is inadequate. However, in terms of the decision taken by the Finance Committee in its meeting held on 21.3.2007 as referred to above and in view of the criteria suggested by the MHRD the calculations come to 152 faculty positions instead of 150.
- (iii) The faculty positions as calculated above (152 faculty positions) as per norms of the MHRD is only for Engineering Departments for UG and PG courses and no scope is left for allotting faculty positions to the Departments of Humanities & Sciences. Obviously it is not possible to allocate any faculty positions to the Departments of Humanities & Sciences if all 152 faculty positions are to be allocated to the Engg. Deptts. as per norms suggested by the MHRD.

The Finance Committee decided that the matter may be referred to the MHRD for clarification and in the meantime the Director may engage additional faculty (over and above 152 faculty positions) on contract basis as per minimum bare need and their salary be charged to the Non-plan Budget.

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

Sd/-

**(R P S Lohchab)**  
**Registrar & Member-Secretary**

**Item 12.2: To consider Revised Budget Estimates for the year 2007-2008 and Original Budget Estimates for the year 2008-2009 for Undergraduate and Postgraduate Courses.**

Revised Budget Estimates for the year 2007-2008 and Original Budget Estimates for the year 2008-2009 for Undergraduate and Postgraduate Courses have been prepared in the following parts:

Part I Revenue Budget of Income & Expenditure (Non-plan) (from pages 2 to 6).

Part-II Government of India Plan Budget (Non-Recurring) Expenditure on page 17.

The main break up of the Non-plan (Recurring) Budget (Part-I of the Budget page from 2 to 6) is to be shared by the Government of India on 100% basis.

Sr. No.	Head of Account	Actual Expenditure For the year 2006-2007	Proposed Revised Budget Estimates for the year 2007-2008	Proposed Original Budget Estimated for the year 2008-2009
		(Rupees	In	lakhs)
1.	Establishment Expenses	1086.68	1248.49	1368.32
2.	Other Administrative Expenses	156.49	253.22	220.55
	<b>Total</b>	<b>1243.17</b>	<b>1501.71</b>	<b>1588.87</b>
	<b>Less Income</b>	<b>448.57</b>	<b>523.02</b>	<b>564.02</b>
	<b>Net Liability of Government of India</b>	<b>794.60</b>	<b>978.69</b>	<b>1024.85</b>

Reasons for variations in the Revised Budget Estimates for the year 2007-2008 and Original Budget Estimates for the year 2008-2009 over and above the last year expenses have been explained in the explanatory notes of the Budget placed as Annexure E from pages 7 to 15.

The Finance Committee may consider and make recommendations to the Board of Governors that proposed Revised Budget Estimates for the year 2007-2008 and Original Budget Estimates for the year 2008-2009 for Undergraduate and Postgraduate Courses be approved.

**Item 12.3: To consider the reimbursement of medical expenses of Sh. Phool Kumar, Peon, Chemistry Department.**

Sh. Phool Kumar, Peon, Chemistry Department has claimed reimbursement of medical expenses amounting to Rs. 1,66,265/- incurred by him on his indoor treatment at All India Institute of Medical Sciences, New Delhi from 01.08.2006 to 09.08.2006.

Medical reimbursement claim of Sh. Phool Kumar has been admitted by Institute to the tune of Rs. 1,66,265/- which is in order. He got an advance of Rs. 1,57,000/- for this purpose. The claim of medical reimbursement exceeds the power of Director which is upto Rs. 1,00,000/- in each case as approved by FC in its 8<sup>th</sup> meeting held on 17.6.2006 vide item No. 8.7.

The Finance Committee may consider and make recommendations to the Board of Governors for the reimbursement of medical expenses as admitted by the Institute.

**Item: 12.4 To consider the stepping up the pay of Senior Govt. employees at par with their juniors.**

Regional Engineering College, Kurukshetra was converted into National Institute of Technology, Kurukshetra with deemed to be University status in 2002. Consequently the administrative and financial control of the Institute also changed from dual (Central Govt. and Haryana State Govt.) to the Central Govt. only. As a result the service conditions including pay scales/ACP scales of the employees especially non-teaching employees who were earlier controlled by the State Govt. rules were changed to the Central Govt. rules w.e.f. 1.1.2004. Prior to this, the functional pay scales and ACP scales were operational upto 31.12.2003 on the pattern of State Govt.

The ACP rules 1998 of the State Govt. of Haryana were implemented in the Institute w.e.f. 1.1.1996. On implementation of these ACP rules some employees who were promoted/appointed from Group 'D' to 'C' were fixed in the lower scales in comparison to their junior counterpart Group 'C' recruited directly in the same cadre post. Against this anomaly in ACP pay scales some employees of the Institute had filed Civil Writ Petitions in the Hon'ble Punjab & Haryana High Court, Chandigarh.

All the Civil Writ Petitions were disposed of by the Hon'ble Punjab & Haryana High Court, Chandigarh on 26.9.2002 on the same analogy of the CWP No. 19722/1998 Man Singh & others V/s State of Haryana which was decided by the Hon'ble High Court of Punjab & Haryana on 5.7.2002 in the same manner of the Judgement of the Hon'ble Court in Suraj Bhan & Others (CWP No. 45/1999) Vs. State of Haryana 2001(i) RSJ 285 Jagmal Singh & others Vs. State of Haryana 2002 (1) RSJ 401 and Kishan Chand Bhardwaj Vs. State of Haryana 2002 (i) SCT 399. All cases of petitioners were settled at that time accordingly.

The above decision was followed in a series of other Writ Petitions filed by the employees of various departments of Haryana. The State Govt. preferred to challenge the said orders by way of filling various SLPs in the Hon'ble Supreme Court and Civil Appeal No. 3250/2006 filed in SLP



No.20264/2004 in the case of Ram Sarup & Others, the Hon'ble Apex Court has disposed of these SLPs keeping in view the facts of Suraj Bhan's case. The conclusive para of the judgement of the Hon'ble Supreme Court is reproduced below:-

**"In the result, all the appeals are partly allowed. The appellants shall revise the pay scales of the respondents. In case of any anomaly, if the employees who, on fixation of ACP scales, are in receipt of lesser salary than their juniors in the same cadre/post, then their salary shall be stepped up accordingly. Revised orders shall be passed within a period of two months of the receipt of the copy of this order by the Government. However, if upon revision of the pay-scales, any employees are liable to refund any amount the Government shall not insist on refund of such amount. If any employees is entitled to get any amount by way of pay revision, the said amount shall be made available to him within a period of six months from the date of receipt of the copy of this order by the Government".**

In pursuance of the above decision of the Apex Court of India, the Govt. of Haryana had issued notification No. 6/84/2006-3PR(FD) dated 23.11.2006 (copy enclosed as Annexure C pages 15 to 18) to implement the decision. However these decisions were applicable to the petitioners only.

The State Govt. further clarified vide letter No. 6/84/2006-3PR(FD) dated 6.2.2007 (copy enclosed as Annexure D pages 19 to 20) in continuation of earlier letter dated 23.11.2006 that now after detailed deliberations the Govt. has decided to implement the judgement of the Hon'ble Apex Court in case of all officials promoted from Group 'D' to 'C', who are similarly placed. Other terms and conditions of the scheme shall remain unchanged.

In continuation of letter dated 6.2.2007 the State Govt. further clarified vide letter No. 6/84/2006-3PR(FD) dated 13.4.2007 (copy enclosed as Annexure E pages 21 to 22) that relief to officials promoted from Group 'D' to 'C' is to be provided by grant of ACP Scale from the date it has been allowed to the junior employee in the same cader/post. If after grant of ACP scale(s) the senior employee gets lesser pay than his junior in the same cader/post, then his salary shall also be stepped-up at par with the junior employee.

In addition to the court cases already settled, there are about 10 employees who were promoted /appointed from Class 'D' to Class 'C' and are getting less ACP scales in comparison to their counterpart Group 'C' recruited direct in the same cader/post.

The matter is placed before the Finance Committee for consideration and making suitable recommendations to the Board of Governors.

URGENT  
COURT CASE

No. 6/84/2006-3PR(FD)

From

The Financial Commissioner & Principal Secretary to  
Government Haryana, Finance Department.

To

1. All Heads of Departments in Haryana. *(concerned)*
2. All Divisional Commissioners.
3. All Deputy Commissioners and Sub Divisional Officers (Civil)  
in Haryana.
4. Registrar,  
Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh the 23<sup>rd</sup> November, 2006

**Subject: Regarding Grant of benefit of stepping-up to senior employees  
at par with junior employees in case of ACP matters.**

Sir,

I am directed to refer to Haryana Government Notification No.GSR.3/Const/309/1998, dated 7<sup>th</sup> January 1998 and No.GSR.4/Const/Art/309/1998, dated 7.1.1998 vide which the pay scales of State Government employees were revised w.e.f. 1.1.1996. The State Govt. introduced ACP scales scheme in lieu of higher standard pay scales to take care of stagnation and lack of promotional avenues for employees belonging to Group 'C' and 'D'. The eligibility for grant of ACP Scale vide Rule 5 of ACP Rules 1998, the provisions are that

(1) Every Government servant who, after a regular satisfactory service for a minimum period of 10 years, if the minimum period is not otherwise prescribed to be different than 10 years either in these rules or by the Government for any class or categories of Government servant from time to time, has not got any financial upgradation in terms of grant of a pay scale higher than the functional pay scale prescribed for the post as on 31.12.1995, on which he was recruited as a direct recruited fresh entrant.

(2) Every Government servant who, after a regular satisfactory service for a minimum period of 20 years, if the minimum period is not otherwise prescribed to be different than 20 years either in these rules or by the Government for any class or categories of Government servant from time to time, has not got any financial upgradation in terms of grant of a pay scale higher than the functional pay scale prescribed for the post as on 31.12.1995, on which he was recruited as a direct recruited fresh entrant.

Some Government employees filed various writ petitions in the Hon'ble Punjab & Haryana High Court granting therein the benefit of stepping up of their pay scale at par with the juniors and these Writ Petitions were disposed of by the Hon'ble High Court in terms of judgement in the case of Suraj Bhan (Supra) in civil writ petition no 45/1999. The judgement in that case was delivered on 21<sup>st</sup> September 2000 that:-

"Accordingly, we allow both the writ petitions and set aside the impugned action of the respondents. The pay of the petitioners in this regard, thus cannot be termed to have been validly reduced. They were entitled to the same pay scale as were the direct recruits."

The above decision was followed in a series of other Writ Petitions. The State Govt. preferred to challenge the said orders by way of filing various SLPs in the Hon'ble Supreme Court and Civil Appeal No.3250/2006 filed in SLP No.20264/2004 in the case of Ram Sarup & Others, the Hon'ble Apex Court has disposed of these SLPs keeping in view the facts of Suraj Bhan's case. The operative part of the above said judgement is reproduced as under:-

Rule 9 reads thus:-

"9. Non admissibility of stepping up in certain cases:- If the service rules provides or circumstances warrant direct recruitment at the level of promotional post, in addition to the filling up of such posts through promotion, no benefit of pay upgradation to the Senior Government servant who happens to be a direct recruit to a post other than the post on which the junior government servant is a direct recruit, on the plea that the junior promotee is drawing more salary based on the benefit of ACP upgradation shall be admissible."

(emphasis supplied)

Rule 9 quoted above only says that the senior Government servants, who are direct recruits, are not entitled to get any stepping up in case any anomaly arises regarding the receipt of lesser pay by them. However, the same is not applicable to the respondents herein who joined the service as Group "D" employees and later got promotion to Group "C" post by selection. If there is any anomaly to the effect that the senior Government servants are receiving lesser pay than their juniors, who entered the service from a



different source of recruitment, certainly such senior Government servants are entitled to stepping up of their pay in order to bring them on par with the salary which is being received by their juniors. There is no clause in the scheme which prohibits such stepping up of salary which is a common practice applicable to all Government employees in case there is anomaly in the pay structure of the employees.

By the impugned judgement, the High Court has held that the respondents are entitled to get the ACP scales that are applicable to Group "C" post, but the Rules, as such, do not provide for that. The Rules say that if there are already two upgradations, then the concerned employees are not entitled to the benefit of ACP scales. Nevertheless, if ACP scales are higher, they are certainly entitled to the ACP Scales at the starting point. The date of giving such ACP Scales is the date of entry into the service and though these respondents are entitled to get ACP Scales and get fixation of the ACP scales as applicable to Group "D" employees and in case there are anomalies to the effect that they receive lesser pay than their juniors working in the same cadre/post, such senior Government servants are entitled to step up of their salary to get it on par with the salary which is being received by their juniors.


In the result, all the appeals are partly allowed. The appellants shall revise the pay scales of the respondents. In case of any anomaly, if the employees who, on fixation of ACP scales, are in receipt of lesser salary than their juniors in the same cadre/post, then their salary shall be stepped up accordingly. Revised orders shall be passed within a period of two months of the receipt of the copy of this Order by the Government. However, if upon revision of the pay-scales, any employee is liable to refund any amount, the Government shall not insist on refund of such amount. If any employee is entitled to get any amount by way of pay revision, the said amount shall be made available to him within a period of six months from the date of receipt of the copy of this order by the Government.

Keeping in view of the judgment of Hon'ble Apex Court, the State Government has decided to implement the judgment of the Hon'ble Apex Court. Accordingly, all the concerned Departments are directed to take action in the case of concerned respondents in the light



of Hon'ble Apex Court's observation in the first instance within prescribed period.


Yours faithfully,

  
**Under Secretary Finance (PR)**  
for Financial Commissioner & Principal Secy. to  
Government Haryana, Finance Department.


Endst/No. No.6/84/2006-3PR(FD), dated Chandigarh the **23** Nov. 2006

A copy for information is forwarded to the following:-

1. The Accountant General (A&E and Audit) Haryana, Chandigarh
2. The Home Secretary, Chandigarh Administration, Chandigarh.

  
**Under Secretary Finance (PR)**  
for Financial Commissioner & Principal Secy. to  
Government Haryana, Finance Department.


A copy is forwarded for information and necessary action to all the Financial Commissioners & Administrative Secretaries to Government Haryana for information and necessary action.

  
**Under Secretary Finance (PR)**  
for Financial Commissioner & Principal Secy. to  
Government Haryana, Finance Department.

To All the Financial Commissioner & Administrative Secretaries to Government, Haryana.

U.O.No. No.6/84/2006-3PR(FD), dated Chandigarh the **23** Nov. 2006

A copy is forwarded to the PSCM/Dy. PSCM-I&II /OSD/Sr. Secretaries Secretaries/Private Secretaries to the Chief Ministers/Ministers of State/Chief Parliamentary Secretary and Parliamentary Secretary for information of Chief Ministers/Ministers of State and Chief Parliamentary Secretary, Parliamentary Secretary.

  
**Under Secretary Finance (PR)**  
for Financial Commissioner & Principal Secy. to  
Government Haryana, Finance Department.

To The PSCM/Dy. PSCM-I&II/OSD/Sr. Secretaries' Secretaries/Private Secretaries to Chief Ministers/Ministers' Ministers of State/ Chief Parliamentary Secretary and Parliamentary Secretaries

U.O.No. No.6/84/2006-3PR(FD), date, Chandigarh the **23** Nov. 2006

No. 6/84/2006-3PR(FD)

Annexure-D

-19-

From

The Financial Commissioner & principal Secretary to Govt.  
Haryana, Finance Department.

To

1. All Heads of Departments in Haryana.
2. All Divisional Commissioners.
3. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
4. Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 6<sup>th</sup> Feb. 2007

Subject: Regarding Grant of benefit of stepping-up to senior employees at par with junior employees in case of ACP matters.

Sir,

I am directed to draw your kind attention towards F.D.'s letter No. 6/84/2006-3PR(F.D.) dated 23<sup>rd</sup> Nov. 2006 vide which it was decided to implement the judgment of Hon'ble Apex Court in the case of concerned Respondents. Now after detailed deliberations the Govt. has decided to implement the judgment of the Hon'ble Apex Court in case of all officials promoted from Group 'D' to 'C', who are similarly placed. Other terms and conditions of the scheme shall remain unchanged. You are also requested to send the information regarding total financial liability involved consequent upon the Judgment of the Hon'ble Apex Court to Finance Department.

Yours faithfully,

*Joginder Singh*  
Sr. Accounts Officer (P.R.)

For Financial Commissioner & Principle Secy. to Govt.  
Haryana, Finance Department.

Dated Chandigarh, the 6<sup>th</sup> Feb. 2007

Endst. No. 6/84/2006-3PR(FD)

A copy for information is forwarded to the following:-

1. The Accountant General (A&E and Audit) Haryana, Chandigarh.
2. The Home Secretary, Chandigarh Administration, Chandigarh.

*Joginder Singh*  
Sr. Accounts Officer (P.R.)

For Financial Commissioner & Principle Secy. to Govt.  
Haryana, Finance Department.

A copy is forwarded for information and necessary action to all the Financial Commissioners, & Administrative Secretaries to Government Haryana for information and necessary action.

*Joginder Singh*  
Sr. Accounts Officer (P.R.)

For Financial Commissioner & Principle Secy. to Govt.  
Haryana, Finance Department.

To

All the Financial Commissioner & Administrative Secretaries to  
Government Haryana.

Endst.No. 6/84/2006-3PR(FD)

Dated Chandigarh, the 6<sup>th</sup> Feb. 2007

A copy is forwarded to the PSCM/Dy.PSCM/OSD II&III/Sr. Secretaries/Secretaries/Private Secretaries to the Chief Minister/Ministers/Ministers of State, Chief Parliamentary Secretary and Parliamentary Secretary for information of Chief Minister/Ministers of State and Chief Parliamentary Secretary, Parliamentary Secretary.

*Joginder Singh*  
Sr. Accounts Officer (P.R.)

For Financial Commissioner & Principle Secy to Govt.  
Haryana, Finance Department

To

The PSCM/Dy.PSCM/OSD I,II&III /Sr. Secretaries/ Secretaries/  
Private Secretaries to the Chief Minister/Ministers/  
Ministers of State, Chief Parliamentary Secretary and  
Parliamentary Secretaries

Endst.No. 6/84/2006-3PR(FD)

Dated Chandigarh, the 6<sup>th</sup> Feb 2007

DIRECTORATE OF TECHNICAL EDUCATION, HARYANA, CHANDIGARH.

Endst.No. 1118-52

/Estt.II,

Dated: 20-2-07

A copy is forwarded to the following for information & necessary action:-

1. Principal, Government Polytechnic, Ambala City  
Sirsa/Jhajjar/Nilokheri/ Adampur/Hisar/ Uttawar/Narnaul/  
Loharu/Manesar/Ch. Devi Lal Nathu Sari Chopta/Sonepat.
2. Principal, Government Polytechnic for Women, Ambala  
City/Sirsa/Faridabad.

*3. All Branches (Directly, a/h/c)*

*Acctt*

*Kamini*  
*Subdt.*  
for Director Technical Education  
Haryana, Chandigarh,

*Ramdev*  
19/2/07



No. 6/84/2006-3PR(FD)

From

The Financial Commissioner & Principal Secretary to Govt.  
Haryana, Finance Department.

To

1. All Head of Departments in Haryana.
2. All Division Commissioners.
3. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
4. Registrar, Punjab & Haryana High Court, Chandigarh.

Dated Chandigarh, the 13<sup>th</sup> April, 2007.

Subject:- Regarding Grant of benefit of stepping-up to senior employees at par with junior employees in case of ACP matters.

Sir,

I am directed to draw your kind attention towards F.D.'s letter No. 6/84/2006-3PR (F.D.) dated 6<sup>th</sup> Feb. 2007 vide which it was decided to implement the judgment of Hon'ble Apex Court in the case of all officials promoted from Group 'D' to 'C' who are similarly placed. It is now clarified that relief to officials promoted from Group 'D' to 'C' is to be provided by grant of ACP Scale from the date it has been allowed to the junior employee in the same cadre/post. If after grant of ACP scale (s) the senior employee gets lesser pay than his junior in the same cadre/post, then his salary shall also be stepped-up at par with the junior employee.

2. Receipt of these instructions may please be acknowledged.

Yours faithfully

*[Signature]*  
Sr. Accounts Officer (P.R.)  
For Financial Commissioner & Principle Secy. to Govt  
Haryana, Finance Department.

Endst. No. 6/84/2006-3PR(FD)

Dated Chandigarh, the 13<sup>th</sup> April, 2007

A copy for information is forwarded to the following:-

1. The Accountant General (A&E and Audit) Haryana, Chandigarh.
2. The Home Secretary, Chandigarh Administration, Chandigarh.

*[Signature]*  
Sr. Accounts Officer (P.R.)  
For Financial Commissioner & Principle Secy. to Govt  
Haryana, Finance Department.

A copy is forwarded for information and necessary action to all the Financial Commissioners & Administrative Secretaries to Government Haryana for information and necessary action.

*[Signature]*  
Sr. Accounts Officer (P.R.)  
For Financial Commissioner & Principle Secy. to Govt  
Haryana, Finance Department.

To

All the Financial Commissioner & Administrative Secretaries to Government Haryana.

A copy is forwarded to the PSCM/Dy.PSCM/OSDI,II&III/Sr. Secretaries/Secretaries Private Secretaries to the Chief Minister/Ministers/Ministers of State, Chief Parliamentary Secretary and Parliamentary Secretaries for information of Chief Minister/Ministers of State, Chief Parliamentary Secretary and Parliamentary Secretaries.

*Handwritten signature*  
Sr. Accounts Officer (P.R.)  
For Financial Commissioner & Principle Secy to Govt  
Haryana, Finance Department.

To

The PSCM/Dy.PSCM/OSD I,II&III/Sr. Secretaries/ Secretaries/  
Private Secretaries to the Chief Minister/Ministers/  
Ministers of State, Chief Parliamentary Secretary and  
Parliamentary Secretaries

U.O. No. 6/84/2006-3PR(FD)

Dated Chandigarh, the 13<sup>th</sup> April 2007

DIRECTORATE OF TECHNICAL EDUCATION, HARYANA, CHANDIGARH

Endst.No. 2114-110

/Estt.II.

Dated: 23-4-07

A copy is forwarded to the following for information & necessary action:-

1. Principal, Government Polytechnic, Ambala City  
Sirsa/Jhajjar/Nilokheri/ Adampur/Hisar/ Uttawar/Narnaul/  
Loharu/Manesar/Ch. Devi Lal Nathu Sari Chopta/Sonepat.
2. Principal, Government Polytechnic for Women, Ambala  
City/Sirsa/Paridabad.
3. Aided Branches / All Branches (Directorate office)
4. Accounts Officer (Directorate office)

*Handwritten signature*  
Superintendent  
for Director Technical Education  
Haryana, Chandigarh.

*Handwritten signature*  
20/4/07

(5) ATG



**Item 12.5 To consider the salary in respect of Sh. P.N. Saxena, Assistant Registrar appointed on contract basis.**

Sh. P.N. Saxena was appointed as Assistant Registrar (Exams.) in the Institute vide this office letter No. GA-I/PF/5056 dated 2.7.2007 on contract basis for a period of one year, which can be extended for another year. As per terms & conditions of the appointment letter referred to above at Sr. No. 2 it has been mentioned that he will be paid consolidated salary (minimum pay in the scale of the post + DP/DA) i.e Rs.6500/- + DP/DA.

Sh. P.N. Saxena has retired as an Assistant Registrar, (Accounts) from Kurukshetra University, Kurukshetra in the pay scale of Rs. 8000-13500 + Special Pay. The pay scale for the post of Assistant Registrar in KUK was Rs.8000-13500/-.

Now Sh. P.N. Saxena vide his application dated 16.7.2007 (copy enclosed as Annexure -----<sup>F</sup> from pages <sup>24</sup> to <sup>26</sup>) has requested that a few words i.e. basic salary + DP/DA mentioned in the bracket of the column of the salary of the terms & conditions of the appointment letter referred to above may kindly be replaced and in lieu of it consolidated salary may be mentioned to avoid any financial loss out of the payment made from his parental Institution as pension and this deletion will not effect the present Institution.

The matter is placed before the Finance Committee for consideration and decision.

Dy. No. 4855		Date 18/7/07	
R	DD	DA	DA
E	M	EL	EL
PL	OW	NS	NS
PE	CCN	ST	ST
A	SO	EO	OS
		PS	PS
		MC	MC
		NSA	NSA

To

The Registrar  
National Institute of Technology,  
Kurukshetra.

Sub: Appointment to the Post of Asstt. Registrar (Exams)

Sir,

Kindly refer to my appointment letter No. GA-I/PF/5056 dated 02.07.2007. In this regard I am to request your goodself that a few words i.e. basic salary +DP/DA mentioned in the bracket of the column of the salary of the terms and conditions of the appointment letter under reference may kindly be <sup>replaced</sup> ~~deleted~~ to avoid any financial loss out of the payment made from my parental Institution and oblige. Moreover this deletion will not affect the present Institution.

Thanking You Sir,

Yours faithfully

*P.N. Saxena*  
(P.N.SAXENA) 16/7/2007  
Asstt. Registrar (Exams)  
National Institute of Technology,  
Kurukshetra-136119

Dated: 16-7-2007

Encl: ① original Appointment letter

NATIONAL INSTITUTE OF TECHNOLOGY  
(DEEMED UNIVERSITY)  
KURUKSHETRA - 136 119

No. GA-I/PF/

Dated:

Sh. P.N. Saxena,  
S/o Late Sh. D.N. Saxena,  
H.No. 1430/12, Shanti Nagar,  
Kurukshetra.

**Subject: Appointment to the post of Assistant Registrar (Exams.) on Contract basis.**

Dear Sir,

We are pleased to offer you the appointment of Assistant Registrar (Exams.) in the Institute on the following terms and conditions: -

1. Nature of Appointment : On contract basis for a period of one year which can be extended for another year.
2. Salary : On Consolidated salary (minimum pay in the scale of the post + DP/DA )
3. Duties : As prescribed for the post of Assistant Registrar (Exams.) and other related duties to be assigned by the Director of the Institute as per requirement from time to time.
4. Accommodation : You can be provided accommodation in the Institute Campus at usual licence fee as per rules, subject to availability.
5. Medical facility : You will be given the medical facilities as available in the Institute Health Centre. However, you will not be entitled to medical reimbursement.
6. Leave facilities : You will be entitled to Casual leave and earned leave during the calendar year as per rules applicable to the contractual appointments. However, you will not be entitled to leave encashment, gratuity and Institutional share of CPF etc whatsoever.
7. Conduct & Discipline : You will be governed by the Conduct and Disciplinary Rules of the Institute from time to time.
8. Termination of Service : Your services are liable to be terminated on one month notice from either side without assigning any reason whatsoever. However, in the event of any irregularity on your part, your services can be terminated by the Director of the Institute without any notice.

P.T.O

9. General

: In all matters you will be governed by the decisions of the BOG taken/to be taken from time to time.

If this offer of appointment is acceptable to you on the above terms and conditions, you are required to communicate your acceptance to us in writing immediately and report for duty latest by 9.7.2007. In case you fail to report for duty by this date, the offer shall stand automatically cancelled.

Yours faithfully,

  
Assistant Registrar (GA)  
For Director

Endst. No. GA-1/PF/5057-61

Dated: 2/7/07

Copy of above is sent to the following for information and necessary action: -

1. Dean (Acad. Affairs)
2. Controller of Examination.
3. Assistant Registrar (Accounts)
- ✓ 4. Estate Officer
5. Personal file.

  
Assistant Registrar (GA)

**Item 12.6: To consider incurring expenditure out of income from Hire of Vehicles & Guest House etc.**

The Institute vehicles are mainly used for various official purposes. However, the vehicles are also provided to the students and staff members of the Institute on hire basis at the rates fixed by the Institute from time to time. There is also some income from the Institute Guest House. The Institute may also get some income from other Institutes situated in other Districts around Kurukshetra in case their buses are allotted parking at NITK. So far the said income is credited towards revenue of the Central Government on 100% basis.

Due to steep and enormous increase in the cost of petrol/diesel/lubricants/spare parts of the vehicles as well commodities/materials required to be purchased towards services of the Guest House etc., it has become very difficult to run/maintain the above services adequately within the grant available. It is, therefore, proposed that income earned from the above sources may be allowed to be utilized on the maintenance of the above services, in addition to the recurring budgeted grant.

The Finance Committee may consider and make suitable recommendations to the Board of Governors.



**Supplementary**

**Item No. 12.7**

**To consider the Pay scale of Rs. 8000-13500 for the Estate Officer of the Institute at par with SDEs/AEs of PWD (B&R) Haryana**

The Estate Officer of the Institute is a statutory post available with the Institute (RECK/NITK) right from its inception. The Officer is the overall custodian of the Institute Estate property and responsible for its maintenance, upkeep, new construction including allotment of houses/premises and administrative works pertaining to these activities. As regards the pay scale of the Estate Officer, the Board of Governors, vide item No.56.10 dated 02.05.1981 equated the post of Estate Officer with the post of Sub Divisional Engineer prevailing in Haryana PWD (B&R). Accordingly, it was resolved that the pay scale of Estate Officer be revised as equivalent to the pay scale of Sub Divisional Engineer in Haryana PWD. It was further resolved that any further revision be made effective automatically as and when Haryana Govt. revises the pay scale of Sub Divisional Engineers. In pursuance of the above decision of the Board the then Estate Officer was allowed the pay scale at par with Haryana Govt. PWD (B&R). It is pertinent to mention that at that time the pay scale of SDEs/AEs of PWD(B&R) Haryana was as that of class-II officers. However, the pay scale was subsequently raised to Rs. 8000-13500 (present equivalent scale) by PWD(B&R) Haryana and it was not given to the then Estate Officer and subsequent Estate Officers.

As a result, the then Estate Officer, Sh. Y.P. Kapoor approached the Hon'ble High Court of Punjab & Haryana and the Hon'ble High Court of Punjab & Haryana vide CWP No.13468 of 1993 (Sh. Y.P. Kapoor Vs RECK and others), while disposing off the writ petition directed the respondent i.e. the Institute that the petitioner would be entitled to the same pay scale as that of SDO, PWD (B&R) Haryana w.e.f. 01.01.1986 and further pay scales revised from time to time. The above decision was subsequently upheld by the Division Bench of Hon'ble High Court of Punjab & Haryana and later by the Hon'ble Supreme Court of India. In accordance with this judgment, the Institute released the arrears of the pay and allowances in the revised pay scale to the then Estate Officer, Sh. Y.P. Kapoor.

In the similar line, Sh. Maya Ram, the next Estate Officer also approached the Hon'ble High Court of Punjab & Haryana vide CWP No.9541 of 2004 and the decision was in consonance with the earlier decision and he was also granted the pay scale of Rs. 8000-13500 w.e.f. 19.08.1998 and scale of Rs.10000-13900 from 19.08.2003 alongwith all consequential benefits. Accordingly, Sh. Maya Ram was also paid all arrears.

Later, Sh. S.N. Kaushik, Junior Engineer (Civil) on regular basis joined as Estate Officer on contract basis on 29.05.2006 and he was offered the pay scale of Rs.6500-200-10500 instead of the scale of Rs. 8000-13500. Sh. S.N. Kaushik has been simultaneously performing the duties of Estate Officer; Asstt. Engineer (Civil) for Construction Cell; and Junior Engineer (Civil) in the lower pay scale of Rs.6500-200-10500. Now, he is also requesting for the appropriate pay scale of Rs. 8000-13500 w.e.f. 29.05.2006 as it was given to his predecessors i.e. Sh. Y P Kapoor and Sh. Maya Ram who had been performing the duties of the Estate Officer only.

In view of the above facts, the Finance Committee is requested to decide this case.

**Supplementary  
Item No. 12.8**

**To Consider rationalization of Electrical Maintenance section by surrendering the regular post of Junior Engineer (Electrical) and regularizing the contract post of Assistant Engineer (Electrical) for H.T/L.T substation operation and management**

The Institute, since its inception, gets the electricity supply from the State Electricity Board (UHBVN) through L.T. connections. With the expansion in infrastructure, the electric load of the Institute has increased around three times and the UHBVN has been refusing to release further LT connections, thus requiring HT connection for bulk electricity supply. For this purpose, the Board of Governors approved the installation of HT/LT substation vide item No. 6.30 dated 30.09.2004 and the Govt. of India released Rs. 100.00 lacs to initiate the work. In this regard, an expert committee was constituted to examine various issues relating to HT/LT sub-station installation, and the committee recommended for the creation of an additional post of Assistant Engineer (Electrical) for effective operation and maintenance of the sub-station which was approved by Institute Building & Works Committee vide item No. 4.17 dated 13.12.2005. As per the prevalent administrative norms in Government and Autonomous bodies e.g. IIT, Delhi; NSIT, Delhi; NIT, Hamirpur; Kurukshetra University, Kurukshetra etc. the HT/LT sub-stations are managed by a regular officer of the rank of Assistant Engineer(Electrical) due to the financial and technical requirements of such installations.

In view of the above, it has become necessary to create a post of Assistant Engineer (Electrical) for manning the HT/LT substation. The Board vide item No. 9.25 dated 25.02.2006 decided to create one post of Assistant Engineer (Electrical) in the pay scale of Rs. 8000-275-13500 and the matter was referred to MHRD for concurrence. However, MHRD's concurrence is still awaited.

Subsequently, the Board decided that since the matter as regards manning the electrical sub-station in the Institute is essential, an Assistant Engineer at a consolidated salary of Rs. 15,000/- per month be engaged by way of direct recruitment on contract basis till a regular post is available for the said purpose. Sh. D.K. Kaushik, JE(Electrical on regular basis) of the Institute was appointed as Asstt. Engineer(Electrical) on contract basis by way of direct



recruitment as per the decision of the BOG. However, due to the regular increase in DA by the Govt. of India, Sh. D K Kaushik was running in loss with the consolidated salary of Rs. 15,000 pm. Keeping this in view, the Board further decided to increase the consolidated salary to Rs.17000/- w.e.f. 25.04.2007 after completion of about one year service. Again Sh. D K Kaushik is running in loss w.e.f. 1.7.2007 when another installment of DA was released by Govt. of India. These recurring losses put the incumbent in mental pressure and creates frustration when he is to discharge very important financial and executive duties pertaining to manifold increased maintenance work as well as HT/LT substation at its installation stage. It is, therefore, felt that it is necessary to have a permanent arrangement for this post (AE-electrical) by way of reorganizing the electrical maintenance section so that the smooth functioning in the section as per the statutory requirements is ensured.

Hence, it is proposed to rationalize the electrical maintenance section by surrendering the existing regular post of Junior Engineer (Electrical) and regularizing the contract post of Assistant Engineer (Electrical) as already created by the Board vide item No. 9.25 dated 25.02.2006, in the pay scale of Rs. 8000-13500. Sh. D.K. Kaushik, the present incumbent in the post of Junior Engineer (Electrical) on regular basis & Assistant Engineer (Electrical) on contract basis is a graduate Electrical Engineer having a total experience of 15 years in Industries/Institute including industrial training in U.K. The Assistant Engineer(Electrical), thus regularized, will also take the workload of Junior Engineer (Electrical) in addition to his own duties and responsibilities of Assistant Engineer(Electrical). It is pertinent to mention that Sh. D K Kaushik had already been performing the dual duties of Foreman(Electrical) & JE(Electrical) from April, 2004 to May 2006; and the duties of Assistant Engineer(Electrical) & JE(Electrical) from May 2006 till date. With this arrangement the requirement of a regular Assistant Engineer(Electrical) for managing and operating the HT/LT substation will be fulfilled with no financial implication on the Institute; rather the salary and allowances payable towards the post of JE(Electrical) will be a net saving.

The Finance committee may kindly consider and decide the item.

Tabled Item: **To make provision for introduction of Overtime Allowance to the non-teaching employees of the Institute on the Central Government Pattern.**  
12.9

Due to ban imposed on the fresh recruitment by the Ministry of Human Resource Development, New Delhi since 1996, the Institute is facing acute shortage of manpower to run the Laboratories, administrative work of the Institute. Further, the work is also affected due to the frequent retirement of the experienced staff.

The present position of non-teaching staff as on 1.10.2007 is as under:

Sr.No.	Category of staff	Sanctioned post	In position	Vacant
1.	Administrative Officers	20	08	12
2.	Teaching Supporting Staff	123	70	53
3.	Non-teaching Staff	330	222	108
	<b>Total</b>	<b>473</b>	<b>300</b>	<b>173</b>

Furthermore, due to conversion of the Institute from REC to NIT, the work of the Institute has tremendously increased and some of the non-teaching staff who have to sit beyond working hours and even late in evening and sometime in the night/Sundays/Saturdays/holidays also to complete the work of the Institute.. Now, these employees through their Association are pressing hard to give them overtime allowance for doing extra work.

It is also worth mentioning here that recently, the intake of students in the various B.Tech and M.Tech. Courses have been increased almost double and non-teaching staff has not been increased, hence the existing technical as well as other non-teaching staff have to work late hours to coup up the work for the smooth conduct of classes as well as administrative offices.

The matter has also been referred to the MHRD vide this office letter nos. GAV/3021/1709, dated 23.2.2007 and GAV/3021/3561, dated 7.5.2007, but no reply has been received so far. A copy of both letters are enclosed as Annexure G from pages 33 to 35.

In view of the above, it is proposed that a provision may be made for the implementation of overtime allowances on the Central Government pattern to some of those non-teaching staff members, who are essentially required to do the Institute work beyond office/duty hours and on Saturdays/Sundays/holidays. At present financial liability on this account will be Rs.20, 000/- per month which may be met out of non-plan fund under the Head of Account "Salary of Non-teaching Staff".

The matter is placed before the Finance Committee for making suitable recommendations to the Board.



NATIONAL INSTITUTE OF TECHNOLOGY  
(DEEMED UNIVERSITY)  
KURUKSHETRA-136119

No.GAV/3021/ 1709

Dated: 23-2-07

Dr.G.L.Jambulkar,  
Deputy Educational Advisor (NIT),  
Government of India,  
Ministry of Human Resource Development,  
Department of Higher Education,  
Shastri Bhawan,  
**NEW DELHI-110001**

Subject: **Payment of different Allowances as applicable to other Central Government Employees- Over Time Allowance regarding.**

Sir,

The Government of India, Ministry of Human Resource Development, Department of Secondary and Higher Education vide Office Memorandum No.F-20-46/2003-TS.III, dated 22.12.2003 and OM of even number dated 14<sup>th</sup> September, 2004 directed to all NITs for the payment of different allowances **except over time allowance** as are applicable to other Central Government employees subject to the following conditions:

1. NITs should first rationalize and adopt the Central Scales of pay for its employees as are applicable to comparable posts under the Central Government;
2. Terms and conditions for grant of such allowance shall be same as approved by the Central Government in this regard.
3. Payment of specific allowance or allowances should be approved by the BOGs concerned.
4. Any additional expenditure becoming due on account of implementation of this order shall be met within the existing budget provision.

The above allowances have been allowed to the employees of this Institute after fulfilling the above said conditions, instructed by the MHRD.

Now, the Karamchari Sangh of this Institute is pressing hard for the implementation of the Overtime Allowance as is applicable to the other Central Government employees.

The request of the Karamchhari Sangh may be considered on the following points:

1. As per the Swamy's Handbook-2007, having the Central Government Rules, the Over-time Allowance is also applicable to the Office Staff, Operational Staff, Staff Car Drivers etc. with some conditions. A copy of the rules mentioned in the Handbook is enclosed for your kind reference.
2. Due to the conversion of the NIT, the work of the office has tremendously increased and the office and other staff have to sit beyond working hours and even on Sunday/Saturday and on holidays also to complete the work of the Institute.
3. Due to ban imposed on the fresh recruitment since 1996, the existing employees have to work in the late hours to cope up with the work.
4. During this long period i.e. from 1996, a number of employees have been retired and the existing staff is working on double/triple seats to cope up the work allotted.
5. Recently, the intake of students in the various B.Tech. and M.Tech. Courses have been increased almost double and non-faculty staff not been increased, hence the existing technical as well as other non-faculty staff have to work in late hours to cope up the work for the smooth conduct of classes as well as administrative offices.

In view of the above, it is requested that the overtime allowance may kindly allowed to be applicable on the employees of this Institute on the pattern of the Central Government.

Thanking you,

Yours faithfully,

(M.N.Bandyopadhyay)  
DIRECTOR

DA/ as above

NATIONAL INSTITUTE OF TECHNOLOGY  
(DEEMED UNIVERSITY)  
KURUKSHETRA-136119

No.GAV/3021/ 356/

Dated: 7-5-07

Sh. Madan Mohan,  
Director (T),  
Government of India,  
Ministry of Human Resource Development,  
Department of Higher Education,  
Shastri Bhawan,  
NEW DELHI-110001

Subject: **Payment of different Allowances as applicable to other Central Government Employees- Over Time Allowance regarding.**

Sir,

ep/109 } Please refer to this office letter No. GAV/3021/1709 dated 23.2.2007 on the subject cited above.

The approval of the Government of India is still awaited. The Karamchari Sangh is pressing very hard for the overtime allowance. You are again requested to kindly allow the overtime allowance to be applicable on the employees of this Institute on the pattern of Central Government.

A copy of the letter referred above is enclosed for your kind reference and perusal.

Thanking you,

Yours faithfully,

  
Assistant Registrar (GA)  
for Director

DA: As above.

8/CA  
30/4/07 30/4/07

- (iv) Not admissible for any period of more than one month at a time during which the official does not maintain a cycle or the cycle remains out of order or is not used for official purpose for any other reason.

#### 4. Entitlement to T.A.—

(i) For journeys within a radius of 8 km from usual place of duty.	No T.A.
(ii) For journeys beyond a radius of 8 km but not exceeding 16 km from the usual place of duty— (a) if the point falls within the local jurisdiction. (b) if the point falls outside the local jurisdiction.	No T.A. T.A. admissible under the normal rules if the journey is performed otherwise than on a cycle.
(iii) For journeys beyond a radius of 16 km from the usual place of duty.	T.A. admissible under the normal rules.

5. Sanction.— The sanction is with reference to post and not the incumbent. Sanction issued initially for two years and renewed thereafter.

6. In the Departments of Posts/Telecom.— The Heads of Divisions are competent to sanction Cycle Allowance. The allowance may also be sanctioned when maintenance of cycle is considered necessary for the efficient discharge of duty and prompt execution of service, though there may not be extensive touring.

#### 3. Washing Allowance

[ Swamy's — Uniforms for Groups 'C' & 'D' Employees ]

1. Admissibility.— Common categories of Group 'C' and Group 'D' employees who have been supplied with uniforms.

2. Rate.— Rs. 30 per month.

3. No deduction during leave.— No deduction, whatsoever, of Washing Allowance, need be made for the period of any leave taken by the employee.

4. Undertaking.— Staff who are supplied uniforms/granted Washing Allowance should furnish an undertaking that they will report for duty in the uniforms supplied to them. In the event of non-receipt of undertaking, further supply of uniforms/payment of Washing Allowance to be stopped.— *OM, dated 13.9.95.*

#### 4. Overtime Allowance

[ Swamy's — OTA to Central Government Employees and Compilation of Staff Car Rules ]

##### 1. General Orders

1. Existing OTA orders to continue.— Fifth Pay Commission recommended discontinuance of OTA except for Staff Car Drivers,

Operational Staff and Industrial employees. *Status quo*, however, continued subject to review to make the eligibility more restrictive. For applying 'Pay'/'Pay Slabs' in the existing orders, 'notional pay' admissible in pre-revised scales to be taken into account.— *OM, dated 21-11-1997.*

2. Eligibility.— Non-Gazetted staff drawing pay up to Rs. 2,200 p.m. [including special pay, personal pay, etc., under FR 9 (21) (a)] are eligible.

3. Emoluments.— 'Pay' as defined under FR 9 (21) (a) plus DP/DA/CCA/Composite Hill Compensatory Allowance.

#### II. Office Staff

1. Rates.— DA for those drawing pay in the pre-revised scale of pay is 29.5% from 1-7-2003. Hence the emoluments in respect of those drawing pay of Rs. 750 (minimum) itself will be (750 + 2,213), i.e., Rs. 2,963. Hence the rate of OTA for the earlier slabs is not printed.

Emoluments pre-revised scale	Overtime Allowance per hour	
	For the first one hour in excess of the prescribed hours of work	Thereafter
Rs. 2,201 and above	Nil	Rs. P. 12.50

#### 2. Conditions.—

- First one hour free.*— One hour to be deducted as free duty from extra duty performed, either before or after office hours, beyond prescribed hours of work. If an official is recalled for O.T. duty from residence, such deduction not to be made.
- Lunch-break.*— Actual time taken for lunch-break to be deducted from O.T. duty.
- Late attendance.*— If an employee comes late on the day when put on O.T. duty, the time by which he came late to be deducted in addition to the usual one hour free work.
- Rounding.*—
  - Fraction of half-an-hour to be rounded to next half hour, e.g., if O.T. duty beyond one hour free work is for 2 hrs. 10 minutes, it should be rounded to 2½ hrs.
  - Calculation of OTA for each day to be rounded to the nearest multiple of 5 paise. Total claim for a month to be rounded to the nearest rupee as per general orders.
- Maximum limit.*— OTA in a month not to exceed one-third of monthly working hours.
- Other forms of compensation not admissible.*— Compensation like conveyance charges, etc., not admissible in respect of O.T. duty



for which OTA is drawn. In case of recall from residence for O.T. duty, Conveyance charges/free conveyance admissible.

(vii) *Tour/Temporary transfer.*— OTA admissible for the O.T. duty performed at the place of duty.

### III. Operative Staff

Categories of staff identified as such by the concerned Departments, drawing 'pay' as defined in FR 9 (21) (a) up to Rs. 2,200 per month\*.

#### Rates.—

Emoluments	Rate of OTA per hour					
	For working days			For Sundays, weekly off days and effective holidays		
	For those with 48 hrs. duty	For those with 44 hrs. duty	For those with 42½ hrs. duty	For those with 48 hrs. duty	For those with 44 hrs. duty	For those with 42½ hrs. duty
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Rs.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.	Rs. P.
2,201 and above	15.85	17.25	19.90	21.15	23.05	22.85

\* Pre-revised pay.

In respect of operative staff whose prescribed hours of weekly duty is less than 48 hours, the proportionate rates with reference to the aforesaid rates for 48 hours have to be prescribed by the concerned Ministries/Departments. The rates given in Columns (3) and (6) above are those prescribed by the Department of Telecommunication and those at Columns (4) and (7) are prescribed by the Departments of Posts and Telecommunication.

### IV. Staff Car Drivers—

#### 1. Rates.—

Emoluments	Rate of OTA per hour	
	Up to the first one hour in excess of the prescribed hours of duty	Thereafter
Rs. 2,201 and above	Nil	Rs. P. 16.50

The above rates are not applicable to Staff Car Drivers working in the Departments of Posts and Telecommunication. For them, the rates of OTA as admissible to other categories of staff working in the offices to which they are attached are applicable.

#### 2. Conditions—

(i) Total OTA payable to a Driver in a month should not exceed 100 hours.

(ii) On Sundays/Holidays, OTA duty should not be for more than 8 hours per day.

(iii) On Working days, OTA duty should not be for more than 6 hours a day.

3. When a Driver cannot return to Headquarters the same day and the journey involves absence of at least one night, he will be entitled to draw Daily Allowance, in addition to OTA.

4. As the duties of Drivers are intermittent, no OTA is admissible if they are required to be on duty during lunch interval.

5. When a Driver is detained for duty at odd hours and has hardly any time left to rejoin duty in time after going home and finishing his meals, he may be granted the normal OTA, if the intervening period is less than 1½ hours.—*Rules 26 to 28, Staff Car Rules.*

### V. Casual Employees

Casual employees have been classified into three categories for the purpose of OTA—

Category	Hourly rate of OTA
(i) Casual employees drawing minimum of wages as notified by the Ministry of Labour or the State Government/UT Administration, whichever is higher.	$\frac{1}{8}$ th of the daily wage.
(ii) Casual employees drawing 1/30 of the pay at the minimum of the relevant pay scale plus DA for work of 8 hours a day.	Minimum of the relevant pay scale plus DA admissible at the rates divided by (30 x 8).
(iii) Casual workers having temporary status.	As admissible for office staff as in Para. II above.

Conditions regarding deduction of one hour as free duty over and above the prescribed hours per day to duty, ceiling on earning of OTA, etc., applicable to regular staff shall equally apply to the casual staff.—*OM. No. 15011/4/90-Estt. (Allowances), dated 9-6-1994.*

### 5. Fee and Honorarium

[ Swamy's — FR & SR, Part - I ]

#### Fee

1. **Definition.**— Any remuneration for work or service rendered, received by a Government servant from a source other than the Consolidated Fund of India/State/Union Territory is termed as 'Fee'.

Income from the property, dividends, interests on securities, income from literary, cultural, artistic, scientific or technological efforts, participation in sports activities as amateur do not come under the purview of the term 'fee'.

2. **Permission necessary.**— Government servants should obtain prior permission of the Competent Authority for undertaking the work or service and



Tabled  
Item  
12.10

To consider empanelment of Private and Registered/ Dharmarth Private Hospitals on the panel of the Institute and reimbursement of charges for treatment in these Hospitals.

The Board of Governors in its 2<sup>nd</sup> meeting held on 19.4.2003 decided as under:

**"The Board approved the engagement of private doctors in the different fields of specialization as per agenda item with the condition that the number of doctors on the panel be around 10-12"**

Further, the Board of Governors in its 5<sup>th</sup> meeting held on 15.3.2004 decided as under:

**"The Board approved action taken by the Chairman of the Board in approving panel of additional 8 doctors as per details furnished in the agenda item.**

**The Board further agreed that the doctors of additional specializations, if required, be also engaged on the existing terms and conditions so as to make available atleast three doctors of each specialisation."**

In view of the above decisions of the Board, **21 Private Specialist Doctors are on the panel of the Institute for providing special consultation.**

The Institute Health Centre Advisory Committee in its meeting held on 27.10.2006 has recommended as under: -

**"It is proposed that Krishna Dham Hospital, Kutiya Hospital and some other nursing homes may also be taken on the panel. So that the employees getting treatment for the diseases that are not available in the LNJP Civil Hospital and in emergency may get reimbursement as per AIMS/PGI Rules and rates. As Central Government has taken many hospital in Delhi on penal to help the Central Government employees."**

In view of the above decision of the Committee, the following Private Memorial Trust (Registered) and Dharmarth Hospitals were approached to be on the panel of the Institute: -

- 1. Shree Swami Anantparkashanand Memorial Dharmarth Eye & ENT Hospital, Rajender Nagar, Kurukshetra (Kutiya Hospital).**
- 2. Shree Krishan Dham Janhit Nyas (Hospital), Shree Krishan Dham, Railway Road, Kurukshetra.**

These private hospitals have the maximum facilities for every type of Eye and ENT problems, Surgery, Gynecology. They are also equipped with the Lab, X-ray, ECG, OPD and Emergency facilities like the Government Hospitals. The charges of these hospitals are much more less than the other Private and Government Hospitals being Dharmarth (Memorial Trust) Hospitals.

The matter was placed before the Finance Committee in its 10<sup>th</sup> meeting held on 21.3.2007. The Finance Committee recommended to the Board as under: -

**"The Finance Committee did not agree with the proposal mentioned in agenda item. However, it has been desired by the Committee that it may be ascertained from the State Government whether there are State approved and registered hospitals available at Kurukshetra. If such hospitals are available the facility of reimbursement of charges in respect of the treatment obtained in such hospitals can be availed by the employees of the NIT, Kurukshetra for which the matter may again be placed before the Finance Committee."**

The above decision of the Finance Committee was ratified by the Board in its 12<sup>th</sup> meeting held on 25.4.2007. A copy of agenda item No. 10.9 is enclosed as Annexure H from pages 40 to 42.

In view of the above decisions, the LNJP Hospital (Government Hospital), Kurukshetra was approached for providing list of State approved Private and Registered Hospitals available at Kurukshetra. The LNJP Hospital, Kurukshetra provided a copy of letter no. 2/8/88-1HBIII dated 6.5.2005 having a list of approved hospitals available at various Metropolitan cities as well as at Mohali and Chandigarh. A copy of the letter alongwith a list of State approved Hospitals is enclosed as Annexure I from pages 43 to 50.

**Hence, it is evident that there is no State approved private and registered hospitals are available at Kurukshetra.**

It is proposed that the following Registered/ Dharmarth Hospitals may be allowed to empanel in addition to already empanelled private hospitals for providing special consultations and laboratory tests: -

1. **Shree Swami Anantparkashanand Memorial Dharmarth Eye & ENT hospital, Rajender Nagar, Kurukshetra (Kutiya Hospital).**
2. **Shree Krishan Dham Janhit Nyas (Hospital), Shree Krishan Dham, Railway Road, Kurukshetra.**

It is pertinent to mention here that as per the Central Government rules appended in the compendium of Swamy's Medical Attendance Rules - 2007-at Section-2 under heading **"Charges for treatment in private hospitals" vide sub-section-11**; the employees are also entitled for charges for treatment in private hospitals also. The reimbursement charges for treatment taken in private hospitals already empanelled and also in above Registered/ Dharmarth Hospitals may also be allowed to be made strictly to the rates of Government Hospitals in the State of Haryana and in emergency may get reimbursement as per AIMS/PGI Rules and rates.

The matter is placed before the Finance Committee for making suitable recommendations to the Board.

**Item 10.9: To consider empanelment of Private and Registered/Dharmarth Private Hospitals on the panel of the Institute and reimbursement of charges for treatment in these Hospitals.**

The Finance Committee did not agree with the proposal mentioned in agenda item. However, it has been desired by the Committee that it may be ascertained from the State Government whether there are State approved private and registered hospitals available at Kurukshetra. If such hospitals are available the facility of reimbursement of charges in respect of the treatment obtained in such hospitals can be availed by the employees of the NIT, Kurukshetra for which the matter may again be placed before the Finance Committee.

Item: 10.9 To consider empanelment of Private and Registered/ Dharmarth Private Hospitals on the panel of the Institute and reimbursement of Charges for treatment in these Hospitals.

As per decision of the Board of Governors taken in their 2<sup>nd</sup> & 5<sup>th</sup> meeting held on 9.4.2003 & 15.3.2004 respectively, the following Doctors are on the panel of the Institute for providing special consultation:

<u>Sr.No.</u>	<u>Name of the Doctor</u>	<u>Field of specialization</u>
1.	Dr.Himanshu Anand	Orthopedic Surgeon
2.	Dr. J.P. Bharal	-do-
3.	Dr. N.K. Gandhi	-do-
4.	Dr.H.K.Sobti	Physician
5.	Dr.Ajay Aggarwal	-do-
6.	Dr. S.N. Sethi	Medical Specialist
7.	Dr. S. Singhal	-do-
8.	Dr. Kedar Goyal	Pediatrician
9.	Dr. Rajesh Sharma	-do-
10.	Dr. Pawan Goyal	Surgeon
11.	Dr. Surinder Mehta	-do-
12.	Dr. Vikas Dua	Dental Surgeon
13.	Dr. (Mrs.) Shina Mittal	-do-
14.	Dr. (Mrs) A. Gandhi	-do-
15.	Dr. S.N.Bansal	Skin Diseases
16.	Dr. Rajesh Saini	Eye Surgeon
17.	Dr. V.K. Gupta	Eye-Specialist
18.	Dr. R.N. Bansal	-do-
19.	Dr. Vanita Arora	Gynecologist
20.	Dr. Sneh Pareek	-do-
21.	Dr. Jitender Singh	ENT Specialist

Now, the Institute Health Centre Advisory Committee in its meeting held on 27.10.2006 has recommended as under -

"It is proposed that Krishna Dham Hospital, Kutiya Hospital and some other nursing homes may also be taken on the panel. So that the employees getting treatment for the diseases that are not available in the LNJP Civil Hospital and in emergency may get reimbursement as per AIMS/PGI Rules and rates. As Central Government has taken many hospital in Delhi on panel to help the Central Government employees."

In view of the above decision of the Committee the following Private Memorial Trust (Registered) and Dharmarth Hospitals were approached to be on the panel of the Institute: -



1. Shree Swami Anantparkashanand Memorial Dharmarth Eye & ENT Hospital, Rajender Nagar, Kurukshetra (Kutiya Hospital).
2. Shree Krishan Dham Janhit Nyas (Hospital), Shree Krishan Dham, Railway Road, Kurukshetra.

These private hospitals have the maximum facilities for every type of Eye and ENT problems, Surgery, Gynecology. They are also equipped with the Lab, X-ray, ECG, OPD and Emergency facilities like the Government Hospitals. The charges of these hospitals are much more less than the other Private and Government Hospitals being Dharmarth (Memorial Trust) Hospitals.

Hence the above Registered/Dharmarth hospitals may be empanelled in addition to the above private hospitals for providing special consultations and laboratory tests.

Further, it is pertinent to mention here that as per the Central Government rules appended in the compendium of Swamy's Medical Attendance Rules -2007-at Section-2 under heading "Charges for treatment in private hospitals" vide sub-section-11 which reads as under, the employees are also entitled for charges for treatment in private hospitals: -

"Reimbursement of charges for various treatments/ examinations taken in private recognized hospitals under CS (MA) Rules, 1944.- The Ministry of Health and Family Welfare have been receiving references from various Ministries/Departments regarding the regulation of claims on account of charges of various treatments/examinations undertaken in private hospitals recognized or otherwise under the CS (MA) Rules with reference to charges of Government hospitals for which comparative charges are not available due to the non-availability of such facilities. It has now been decided by this Ministry that the claims for reimbursement of charges of treatment/examinations, etc., for which corresponding rates are not available in the nearest Government hospitals for regulating such claims may be reimbursed without referring them to this Ministry/ Directorate General of Health Services by the concerned Ministries/Departments by (a) restricting such claims to the rate of government hospitals in the concerned State, and (b) where such rates/facilities are not available in the concerned State, full reimbursement of such charges may be made, provided the Director of Health Services of the concerned State certifies to that effect.

In view of the above Central Government Rules, the employees of this Institute may be considered for reimbursement of charges for treatment in private hospitals & Registered/Dharmarth private hospitals, strictly to the rates of Government Hospitals in the State of Haryana and in emergency may get reimbursement as per AIMS/PGI Rules and rates.

The matter is placed before the Finance Committee for making suitable recommendations to the Board.



No. 2/8/88-1111111

Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department.

- 1-All Heads of Departments.  
2-Commissioners, Ambala, Hisar, Rohtak and Gurgaon Divisions.  
3-The Registrar, Punjab and Haryana High Court, Chandigarh.  
4-All Deputy Commissioners in Haryana.  
5-All the Sub-Divisional Officers (Civil) in Haryana.

Dated, Chandigarh, the 6<sup>th</sup> May, 2005

Subject: Review of Reimbursement Policy.

Sir,

I have been directed to invite your attention to the subject mentioned above and to state that in the light of orders of the Hon'ble High Court dated 21.8.2003 given in bunch cases pending in the court, it was felt by the Government that the present Reimbursement Policy of the State Govt. needs certain changes in view of the court orders, issuance of large number of instructions with the passage of time and to avoid the unnecessary delay in clearing the medical claims of serving and retired employees of State Government. The matter was under active consideration of the Govt. and now in consultation with the Finance Department, Government have decided to formulate a new Reimbursement Policy which will be applicable to all Haryana Government Employees / Pensioners / Dependents. The salient features of the new policy are as under:-

1. It will be governed by the Punjab Medical Attendance Rules, 1940 and regulations/instructions issued from time to time by the State Government.

2. Government Hospitals:

(i) Full reimbursement will be allowed for treatment in all the Government Hospitals in the State of Haryana, U.T. Chandigarh (i.e. PGI Chandigarh, General Hospital Sector-16, Medical College, Sector-32 and Dispensaries etc.) and AIIMS, New Delhi.

(ii) Full reimbursement will be allowed for treatment in all the Government Hospitals located outside the State of Haryana subject to the condition that the claimant would produce a certificate from the Medical Superintendent/Head of that Institution

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declaring it as a Government run hospital/  
institution.

- (iii) Full reimbursement will be allowed for treatment in all the Government Medical Colleges located in the country subject to the condition that the claimant would produce a certificate duly signed by the Medical Superintendent of that institution declaring that it is a Government run Medical College/Hospital.

(iv) Lab Tests/Investigations

If the Lab Tests/Investigations for Indoor/Chronic disease patients are not available in the Government

Hospitals in the state of Haryana and outside the State of Haryana, then the reimbursement will be allowed equal to P.G.I., Chandigarh rates after obtaining the non-availability certificate. The instructions issued by the State Government vide letter No. 2/73/87-IHBIII, dated 23.5.1988 stands superseded.

Note, Admission charges, diet charges, Telephone Charges and other items of covered under medicines would not be reimbursable.

3. Approved Hospital

a. The reimbursement on the expenditure incurred for treatment in any of the non govt. hospital out of the 20 hospitals approved vide govt. letter No.2/296/86-IHBIII, dated 19<sup>th</sup> November, 1986 with the concurrence of Finance Department.

vide their U.O.No. 56/80/86-GPD-II/4309/4588, dated 22<sup>nd</sup> October, 1986 and also for the expenditure incurred for treatment in any of the non govt. hospital out of the 7 hospitals approved vide govt. letter No. 2/206/2002-IHBIII, dated 8.1.2003 shall be made at the rate equal to P.G.I., Chandigarh rates. A list of these 27 hospitals is annexed as

Annexure 'A' for ready reference. It is clarified that for expenditure on treatment in any of the govt. hospitals out of these 27 hospitals reimbursement shall be governed by the provision in para 2 (ii) and 2(iii) above.



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b. The reimbursement on expenditure incurred on treatment taken in the remaining approved hospitals shall be on such terms and conditions as were mentioned in the instructions of the Govt. issued at the time of grant of approval to such hospitals. A list of the names of such approved hospitals along with the date of grant of approval is enclosed as Annexure 'B' for ready reference.

c. For the purpose of entitlement of General/Private Ward, the basic pay below Rs. 10,500/- for general ward and above 10,500 for private ward will be allowed as per PGI, Chandigarh rates list and reimbursement will be allowed for general ward/private ward treatments accordingly. The patients taking treatment in the above mentioned approved hospitals should take permission from the Civil Surgeon concerned.

d. Expenditure on the treatment taken in the branches of the approved hospitals will not be reimbursed unless separate approval is given by the State Government.

e. The Cost of hearing aid is reimbursable as per State Government letter No. 2/185/2000-1HBIII dated 18.12.2001 irrespective of the options of the claimant.

g. The Cost of denture is reimbursable as per State Government letter No. 2/6/28/2003-1HBIII dated 7.7.2004 irrespective of the options of the claimant.

h. The cost of various artificial appliances are reimbursable as per the State Government letter No. 2526-1HBII-80 dated 15.7.1985 irrespective of the options of the claimant.

The actual cost of the intraocular lenses is reimbursable and instructions dated 8.2.1994 stand superceded. vide

4. Un approved Hospitals

The reimbursement for the treatment taken in an emergency in an un approved hospital will be allowed equal to PGI, Chandigarh rates with the approval of the Finance Department.

(b) Head of the department in consultation with concerned Civil Surgeon is competent to certify an emergency.

5. Kidney Donors

The reimbursement on the expenditure for operating upon the donor is permissible only if the treatment has been taken in a Government/approved hospital as it is a planned procedure.

6. Expenditure on Medicines

The reimbursement of the expenditure incurred on the purchase of medicines for a period of seven days after discharge from the hospital will also be allowed.

7. Physiotherapy

The expenditure incurred on the Physiotherapy, while the patient remained indoor is reimbursed fully for treatment taken at Government Hospitals/approved hospitals.

8. Counter Signatures

To expedite reimbursement, the OPD bills related to the chronic diseases will be counter signed by the Civil Surgeon/Medical Superintendent and there would be no need to come to the office of Director General, Health Services, Haryana, Panchkula for this purpose.

9. Vaccination

The reimbursement of the charges on the treatment for immunization and prophylactic purposes for Hepatitis, Rabies and Meningitis is allowed irrespective of the option of the claimant after obtaining the non availability of certificate and physician should certify an essential Government hospital.



**10. Advances:**

**Employees:**

a) Utilization certificate should be obtained by the Administrative Department/Head of Department within three months of the sanction of the advance for the treatment failing which penal interest shall be charged.

b) No advance shall be admissible to the adhoc/contractual employees.

c) Advance to temporary employees shall be given subject to the submission of one surety of any regular State Government Employee.

**Pensioners:**

An affidavit alongwith two sureties of permanent State Government Employees should be taken before sanction of the advance for the treatment.

A utilization certificate should be submitted by the pensioner within three months of the sanction of the advance for the treatment failing which penal interest shall be charged.

**Note:**

If any rate list is not available in the PGI, Chandigarh, then the rates charged at AIIMS, New Delhi will be reimbursed, or vice versa. If such rates are not available both at PGI/AIIMS then the matter should be referred to Commissioner & Secretary to Govt. of Haryana, Health Department, Chandigarh for necessary advice.

Reimbursement of the medical bills pertaining to the treatment completed before the issue of this letter would be regulated or dealt with as per the instructions applicable before the issue of this letter.

These instructions will be applicable from the date of issue of this letter.

This issues with the concurrence of the Finance Department conveyed vide their U.O. No.70/29/2004-6FD-II/1659, dated 6.5.2005.

This Policy may be brought to the notice of all concerned for strict compliance.

Special Secretary, Health  
for Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department



A copy is forwarded to all the Financial Commissioners and Principal Secretaries/Commissioner and Secretaries for information and necessary action.

Special Secretary, Health  
for Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department

All the Financial Commissioners and Principal Secretaries/  
Commissioner and Secretaries to Govt. Haryana

U.O.No.2/8/88-1HB-III Dated, Chandigarh, the 6<sup>th</sup> May, 2005  
A copy is each is forwarded to the Principal Secretary/Additional Principal  
Secretary-I and II/OSD -I&II/Sr. Spl. Private Secretaries/Sr. Private Secretaries/Private  
Secretary to C.M/Ministers for information of C.M/Ministers.

Special Secretary, Health  
for Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department

The Principal Secretary/Additional Principal Secretary-I and II/OSD -I&II/Sr.  
Spl. Private Secretaries/Sr. Private Secretaries/Private Secretary to C.M/Ministers.  
U.O.No.2/8/88-1HB-III

Dated, Chandigarh, the 6<sup>th</sup> May, 2005

Copy is forwarded to the Financial Commissioner and Principal  
Secy. to Govt. Haryana, Finance Deptt. for information with reference to their U.O.No.  
70/29-2004-6FD-II/1659 dated 6.5.2005

Special Secretary, Health  
for Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department

The Financial Commissioner and Principal Secy. to Govt.  
Haryana, Finance Deptt.  
U.O.No.2/8/88-1HB-III

Dated, Chandigarh, the 6<sup>th</sup> May, 2005

Endst. No.2/8/88-1HB-III Dated, Chandigarh, the 6<sup>th</sup> May, 2005  
A copy is forwarded to Accountant General(A&E and Audit) Haryana,  
Chandigarh for information.

Special Secretary, Health  
for Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department

Endst. No.2/8/88-1HB-III

Dated, Chandigarh, the 6<sup>th</sup> May, 2005

A copy is forwarded to the Director Public Relations, Haryana Chandigarh. He is  
requested to give wide publicity.

Special Secretary, Health  
for Financial Commissioner and Principal Secy. to Govt.  
Haryana, Health Department

**ANNEXURE-A**

**List of approved hospitals**

**BY PASS CORONARY SURGERY**

1. Southern Railway Headquarter Hospital, Perembur (Madras).
2. K.E.M. Hospital, Bombay.
3. Christian Medical College and Hospital, Vellore.
4. Jaslok Hospital, Bombay.
5. Bombay Hospital, Bombay.
6. Kasturba Hospital, Bombay.
7. Sree Chitra Tirunal Institute of Medical Sciences and Technology, Trivandrum.
8. Apollo Hospital, Madras.

**BLOOD CANCER**

1. Tata Memorial Hospital, Bombay.
2. Cancer Institute, Adayar, Madras.

**COMPLICATED HEART SURGERY CASES**

1. Southern Railway Hospital, Perembur (Madras).
2. Christian Medical College and Hospital Vellore.
3. K.E.M. Hospital, Bombay.
4. Bombay Hospital, Bombay.
5. Sree Chitra Tirunal Institute of Medical Sciences and Technology, Trivandrum.
6. S.S.K.M. Hospital, Calcutta.
7. Kasturba Hospital, Bhopal (BHEL).
8. Samaritan Hospital, Alway's (Kerala).
9. N.M. Wadia Institute of Cardiology, Pune.

**KIDNEY TRANSPLANT**

1. Christian Medical College and Hospital, Vellore.

**HOSPITALS APPROVED ON 8.1.2003**

1. Irvin Hospital, New Delhi.
2. Lady Harding Hospital, New Delhi
3. Victoria Znanu Hospital, New Delhi
4. St. Stephen Hospital, New Delhi
5. Safdarjang Hospital, New Delhi
6. Girdhari Lal Maternity Hospital, New Delhi
7. G.B. Pant Hospital, New Delhi

Annexure 'B'

List of approved hospitals

<u>Name of Hospital</u>	<u>Date of approval</u>
1. Escorts Hospital, New Delhi	30.11.93
2. Batra Hospital, New Delhi.	30.11.93
3. Nivedaik Prosthetic Centre Daulat Singh Wala, Zirakpur	30.11.93
4. Fortis Hospital, Mohali	31.10.2002
5. Indraprasth Apollo Hospital, New Delhi	31.10.2002
6. Sir Ganga Ram Hospital, New Delhi	31.10.2002
7. Rajiv Gandhi Cancer Institute, New Delhi	31.10.02
8. Irvin Hospital, New Delhi	8.1.03
9. Lady Harding Hospital New Delhi	8.1.03
10. Victoria Zanaana Hospital, New Delhi	8.1.03
11. St. Stephen Hospital, New Delhi	8.1.03
12. Safdarjung Hospital, New Delhi	8.1.03
13. Girdhari Lal Maternity Hospital, New Delhi	8.1.03
14. G.B. Pant Hospital, New Delhi	8.1.03
15. Maharaja Agarsain Hospital, and Charitable Trust New Delhi	24.6.03
16. Saket Hospital Chandimandir	26.5.76
17. Rehabilitation Research Centre, Jaipur	20.8.86
18. Metro Hospital, Faridabad	10.9.2003
19. Mukut Hospital, Sector-34, Chandigarh	24.5.04
20. Silver Oaks Mohali	14.10.04