

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

Agenda: For the 18th meeting of the Finance Committee.
Place: NIT Transit House (Guest House) A-1, 267 Safdarjung Enclave, New Delhi-110029.
Date: Monday, the 15th March, 2010 at 2.00 p.m.

<u>Item</u>	<u>Agenda</u>	<u>Page No.</u>
18.1	To confirm the minutes of 17 th meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 3.11.2009.	1-8
18.2	To note follow up action taken on the 17 th meeting of the Finance Committee held on 3.11.2009.	9-11
18.3	To consider Re-appropriation of funds under Non Plan Grant for the year 2009-2010.	12
18.4	To note Utilization of Funds under Plan Grant (OBC) for the year 2009-2010.	13
18.5	To consider the permission of LTC journey performed through private Airline by Dr. Vikas Chaudhary, Humanities Department..	14
18.6	To consider protection of pay in respect of Dr.Rishi Pal Chauhan, Asstt.Prof. .Physics Deptt.	15-17
18.7	To consider Extending Facilities of Free Medical Check up, prescription and clinical test/X-ray etc. to retired employees of the Institute.	18
18.8	To consider increase in Tuition Fees of M.Tech. Students	19-22
18.9	To consider Budget Provision for Outsourcing the Services of Security, Sanitation & Maintenance of the Institute.	23-24
18.10	To consider the enhancement in fees and misc. expenses to the Standing Counsels of the Institute.	25-26
18.11	To consider Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian Employees	27-28

Item 18.1 : To confirm the minutes of 17th meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 3.11.2009.

The minutes of the 17th meeting of the Finance Committee held on 3.11.2009 were circulated to the members vide our letter No. Acs./17th FC/ 9374-79 dated.20.11.2009. No comments from any member have been received.

A copy of the minutes of 17th meeting of the Finance Committee held on 3.11.2009 is placed at Annexure- A on pages

The Finance Committee may confirm the minutes of the 17th meeting of the Finance Committee held on 3.11.2009.

NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119

Minutes of 17th meeting of the Finance Committee, NIT, Kurukshetra held on 3.11.2009 at 11.30 a.m. in the NIT Transit House (Guest House) A-1, 267 Safdarjung Enclave, New Delhi-110029.

PRESENT:

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|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| 1. | Prof. J K Palit,
Hon'ble Chairperson, Board of Governors &
Chairman, Finance Committee,
National Institute of Technology,
Kurukshetra | In Chair |
| 2. | Sh. Madan Mohan,
Director (NITs), (Nominee of Sh. N K Sinha)
Department of Higher Education,
Ministry of Human Resource Development
Government of India,
Shastri Bhawan,
New Delhi 110 001 | Member |
| 3. | Sh. Naveen Soi,
Director, IFD (Nominee of Sh. S K Ray)
Department of Higher Education,
Ministry of Human Resource Development,
Government of India,
Shastri Bhawan,
New Delhi 110 001 | Member |
| 4. | Dr. M N Bandyopadhyay
Director,
National Institute of Technology.
Kurukshetra. | Member |
| 5. | Dr. V K Arora,
Professor,
Civil Engineering Department,
N.I.T., Kurukshetra | Member |
| 6. | Sh. R P S Lohchab
Registrar,
National Institute of Technology,
Kurukshetra. | Ex-Officio
Member-Secretary |

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Dr. Hari Mohan Prasad, University Head, Department of English, Magadh University, Bodh Gaya(Bihar) could not attend the meeting.

Before the Agenda was taken up, Sh. R P S Lohchab, Registrar & Member-Secretary extended hearty welcome to the Hon'ble Chairperson, Board of Governors & Finance Committee, worthy Director, NIT, Kurukshetra and other members of the Finance Committee present in the meeting.

The Finance Committee made recommendations/took decisions as under:

Item 17.1 To confirm the minutes of 16th meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 30.6.2009.

The Finance Committee confirmed the minutes of the 16th meeting of the Finance Committee held on 30.6.2009.

Item 17.2 To note follow up action taken on the 16th meeting of the Finance Committee held on 30.6.2009.

The Finance Committee noted follow up actions taken /being taken on the 16th meeting of the Finance Committee held on 30.6.2009 as per details furnished in the agenda item.

The Finance Committee desired that ;

- i) Matter regarding grant of Modified Assured Career Progression Scheme (MACPS) for the non-teaching and teaching supporting employees of the Institute (refer to FC agenda item 16.5) on Central Government pattern w.e.f. 1.9.2008 be referred to the MHRD for their concurrence alongwith approval of the Board of Governors as well as financial implications involved.
- ii) The source of expenditure being met by the Institute for making payment of the merit scholarships (refer to FC agenda item 16.11) be intimated to the Finance Committee in its next meeting.

Item 17.3 To consider Revised Budget Estimates for the year 2009-2010 and Original Budget Estimates for the year 2010-2011 for Undergraduate and Postgraduate Courses.

The Finance Committee recommended to the Board that the

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Revised Budget Estimates for the year 2009-10 for Undergraduate and Postgraduate Courses to the tune of Rs. 2921.50 lacs and Original Budget Estimates for the year 2010-11 for Undergraduate and Postgraduate Courses to the tune of Rs. 2763.50 lacs be approved as per details furnished as below:

Sr. No.	Head of Accounts	RBE 2009-10	OBE 2010-11
1.	Establishment Expenses	2610.50	2452.20
2.	Other administrative expenses	99.00	111.00
3.	Repair and Maintenance	103.00	86.00
4.	Postage Telephone and Comm. Charges	3.00	4.00
5.	Printing & Stationery	5.50	6.50
6.	Journals & Periodicals	20.00	20.00
7.	Audit Fee	2.00	2.00
8.	Hospital Medical & Other Charges	9.50	10.00
9.	Hot and Cold Weather charges	0.50	0.50
10.	Departmental Operating Cost	12.00	14.00
11.	Advertisement & Publicity	25.00	25.00
12.	Study Tour of Students	0.50	0.50
13.	Survey Camp	1.00	1.00
14.	Campus interview for students	1.50	1.50
15.	Arrow Modelling Club	1.00	1.00
16.	Library expenses	1.00	1.60
17.	NCC	0.20	0.20
18.	Misc. Contingencies	22.50	22.50
19.	Hindi Saptah Sammelan	0.30	0.50
20.	Continuing Education Centre	2.00	2.00
21.	Provision of internet in house R & D	1.50	1.50
	Total	2921.50	2763.50

Item 17.4 To note audit objections outstanding up to the year 2007-08.

The Finance Committee noted the status of outstanding audit objections as per details furnished in the agenda item No. 17.4.

The Finance Committee expressed its satisfaction over the state of affairs of accounts and audit in the Institute.

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The Finance Committee directed that efforts be made to get the outstanding audit objections settled from the Accountant General (Audit), Haryana at the earliest.

Item 17.5 To consider the matter regarding powers of the Director to write off losses.

The Finance Committee observed that the Director of the Institute has to exercise his powers for writing off irrecoverable losses, irrecoverable value of store items and unserviceable items etc. strictly as per Statutes.

A proper procedure is required to be followed in case any amendment is required.

Item 17.6 To consider condemnation of Institute Pick-up-Van HYQ 4367 and purchase of new vehicle in lieu thereof.

The Finance Committee did not agree to write off the Pick-up-Van of the Institute and purchase of new vehicle in lieu of the old one due to the austerity measures issued by the Central Government.

Item 17.7 To consider the period of EOL for the purpose of annual increment in respect of Dr. Ajay Jain, Assistant Professor (CAS).

The Finance Committee desired that the issue under reference and the matter regarding EOL and lien etc. for employees of the Institute be placed before the Board of Governors for consideration and decision as per Central Government rules.

Item 17.8 To consider the recovery of excess payment made on account of additional increment allowed at the time of promotion.

The Finance Committee noted as follows:

Prior to implementation of 6th Pay Commission there was a provision of granting one increment at the time of promotion to a higher post were as under:-

“The pay drawn in the lower post held by him on regular basis will be notionally increased by one increment or Rs. 100, whichever is more and the pay in the higher post will be fixed at the stage next above the notionally increased pay of the lower post. The next increment in the higher post will be drawn after a qualifying period of 12 months”.

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- i) After implementation of 6th Pay Commission the rules for promotion from one grade pay to another grade pay in the revised pay structure the pay fixation will be done as follows:
“One increment equal to 3% of the sum of the pay in the pay band and the existing grade pay will be computed and rounded off to the next multiple of 10. This will be added to the existing pay in the pay band. The grade pay corresponding to the promotion post will thereafter be granted in addition to this pay in the pay band. In cases where promotion involves change in the pay band also, the same methodology will be followed. However, if the pay in the pay band after adding the increment is less than the minimum of the higher pay band to which promotion is taking place, pay in the pay band will be stepped to such minimum.”
- ii) An additional increment was inadvertently allowed by the office while fixing pay in case of promotions after implementation of 6th Pay Commission as mentioned in the agenda item which was not admissible as per rule mentioned in para (ii) above.

After detailed discussion the Finance Committee recommended to the Board that the pay of employees as per Annexure-F enclosed with the agenda item be re-fixed and excess payment made on account of additional increment granted to the employees be recovered from their 60% arrears.

Item 17.9 To consider enhancement of common fees to be charged from students from the academic year 2009-10.

The Finance Committee desired that the details of expenditure being incurred by the Institute under Head of Account ‘Student Related Activity Fee’ and ‘Contribution Towards Corpus Fund (CDF)’ for the last three years be prepared and be put to the next meeting of the Finance Committee for its consideration.

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- Item 17.10 To consider the audit objection raised by the audit party from the Office of the Accountant General (Audit), Haryana Chandigarh regarding contractual appointments of the internal employees.**

The Finance Committee desired that first the reply to Audit be prepared by the office after proper examination of the case and then the case be put to the Board of Governors for its consideration.

- Item 17.11 To ratify action taken by the Hon'ble Chairperson, BOG in making payment of sitting allowance to Dr. Hari Mohan Prasad.**

The Finance Committee recommended to the Board that the action taken by the Hon'ble Chairperson be approved as per agenda item.

- Item 17.12 To consider the revision of rates of Nursing Allowance, Uniform Allowance and Washing Allowance to the Nursing Personnel of the Institution.**

The Finance Committee recommended to the Board that Nursing Allowance, Uniform Allowance and Washing Allowance to Staff Nurse working in Health Centre of the Institute be paid as per instructions contained in Government of India, Ministry of Health and Family Welfare(Nursing Section) Nirman Bhawan, New Delhi O.M. No. Z.28015/71/2008-N dated 19.11.2008.

- Item 17.13 To consider grant of four advance increments on account of Ph.D. to Dr. Paras Ram, Assistant Professor (CAS).**

The Finance Committee noted as under:

- i) Dr. Paras Ram joined as Lecturer in Institute on 2.11.1995 in the old pay scale of Rs. 2200-75-2800-100-4000 and was allowed three advance increments on account of Ph.D. as per rules prevalent at that time.
- ii) On revision of pay scale w.e.f. 01.01.1996 his pay was fixed Rs. 8275/- as per rules in the pay scale of Rs. 8000-275-13500.

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The Finance Committee did not agree to enhance the pay of Dr. Paras Ram by allowing him four advance increments on account of Ph.D. as per 5th Pay Commission's recommendations effective from 01.01.1996 because he had already been allowed this benefit as per rules prevalent at the time of his recruitment in the Institute i.e. 2.11.1995.

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

Registrar & Member-Secretary

Item: 18.2: To note follow up action taken on the 17th meeting of the Finance Committee held on 3.11.2009

The recommendations of the Finance Committee made in 17th meeting held on 3.11.2009 were approved by the Board of Governors in its 19th meeting held on 29.12.2009. The actions taken on the recommendations are reported at Annexure-**B** on page **10-11**

The Finance Committee may note.

<u>Item</u>	<u>Subject</u>	<u>Action taken</u>
17.1	To confirm the minutes of 16 th meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 30.6.2009.	No further action is required.
17.2	To note follow up action taken on the 16 th meeting of the Finance Committee held on 30.6.2009.	No further action is required.
17.3	To consider Revised Budget Estimates for the year 2009-2010 and Original Budget Estimates for the year 2010-2011 for Undergraduate and Postgraduate Courses.	Action taken.
17.4	To note audit objection outstanding up to the year 2007-08.	No action is required.
17.5	To consider the matter regarding powers of the Director to write off losses.	Action taken.
17.6	To consider condemnation of Institute Pick-up-Van HYQ 4367 and purchase of new vehicle in lieu thereof.	No action is required as this item was rejected.
17.7	To consider the period of EOL for the purpose of annual increment in respect of Dr. Ajay Jain, Assistant Professor(CAS).	Action is still to be taken. A Committee has been constituted to frame out the rules of EOL/Lien.
17.8	To consider the recovery of excess payment made on account of additional increment allowed at the time of promotion.	Action taken.
17.9	To consider enhancement of common fees to be charged from students for the academic year 2009-10.	Matter is being placed before the FC meeting vide item No. 18.8 .
17.10	To consider the audit objection raised by the audit party from the Office of the Accountant General(Audit), Haryana Chandigarh regarding contractual appointments of the internal employees.	Reply to the Audit will be submitted during the next visit of the Audit party.

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17.11	To ratify action taken by the Hon'ble Chairperson, BOG in making payment of sitting allowance to Dr. Hari Mohan Prasad.	Action taken.
17.12	To consider the revision of rates of Nursing Allowance, Uniform Allowance and Washing Allowance to the Nursing Personnel of the Institution.	Payment is being made to the Nurse as per FC/BOG decision.
17.13	To consider grant of four advance increments on account of Ph.D. to Dr. Paras Ram, Assistant Professor(CAS)	No action is required.

Item 18.3 : To consider re-appropriation of funds under Non-plan Grant for the year 2009-10

It is provided under Rule-59 (1) of the General Financial Rules subject to the provisions of Rule-10 of the delegation of Financial Powers Rules, 1978 and also subject to such other general or specific restrictions as may be imposed by the Finance Ministry in this behalf that re-appropriation of funds from one primary unit of appropriation to another such units within a grant or appropriation, may be sanctioned by a Competent Authority at any time before the close of the financial year to which such grant or appropriation relates.

In view of the above provisions following re-appropriations are required to be made in the Revised Budget Estimates for the year 2009-10 in different Heads of Expenditure under Non-plan Budget:

(Rupees in Lakhs)

Sr N o.	Head of Account	Revised Budget Estimates 2009-10	Budget Provision proposed after re- appropriation 2009-10	Funds re- appropriated
1.	Salary & Wages	1916.42	2098.32	-181.90
2.	HRA/TA/WA	50.68	97.98	-47.30
3.	Liveries	1.50	1.10	+0.40
4.	Bonus	12.00	9.00	+3.00
5.	CPF	150.00	95.00	+55.00
6.	Retirement /Gratuity	63.00	87.00	-24.00
7.	LTCTeaching/Non-teaching	36.00	38.00	-2.00
8.	Ph.D Scholarship	11.80	14.50	-2.70
9.	Medical re-imbursement	15.00	20.00	-5.00
10.	TA Staff ,Members on retirement	11.50	8.50	+3.00
11.	Attending Conference	120.00	10.00	+110.00
12.	Maintenance of vehicles	14.00	7.50	+6.50
13.	Repair & Maintenance	103.00	71.00	+32.00
14.	Departmental Operating Cost	12.00	5.00	+7.00
15.	Advertisement	25.00	4.00	+21.00
16.	PG Scholarship	190.00	165.00	+25.00
	Total	2731.90	2731.90	0.00

Finance Committee may approve the re-appropriations as mentioned above.

Item 18.4 : To consider utilization of funds under Plan Grant(OBC) for the year 2009-10

An amount of Rs. 2000.00 lakh was mainly approved by the Ministry of Human Resource Development, Department of Higher Education, New Delhi for the various construction works for the year 2009-2010 under the Plan Grant (OBC).

Out of this, some amount has also been utilized for the various purchases and payment of salary etc. to the faculty members appointed for the purpose of OBC students as indicated below:

		(Rupees in Lakhs)
1.	Purchase of Furniture	48.00
2.	Purchase of Equipments	230.00
3.	Purchase of Computers	285.00
4.	Payment of salary	<u>220.00</u>
Total		<u>783.00</u>

The remaining amount has been/ is being utilized for the construction works.

Finance Committee may approve the above noted expenses.

Item No.18.5 To consider the permission of LTC journey performed through private Airlines by Dr. Vikas Choudhary, Humanities Deptt.

Dr. Vikas Choudhary, Lecturer, Humanities Deptt. availed the LTC alongwith his family to Goa from 03.10.2009 to 11.10.2009 vide sanctioned letter No. Estt-I/PF/8365 dated 29.09.2009. He booked the tickets for outward journey from Madgaon to H.Nizamuddin (Rajdhani Express Train No. 2431) scheduled on 10.10.2009. His return journey by the train was cancelled at eleventh hour due to heavy rainfall & bad weather condition in that region. Then he tried to book the tickets through Air India and he came to know that the flight of Air India was not available on that day. Thereafter he performed the journey through private airlines i.e. Kingfisher Airlines on 10.10.2009 from Goa to Delhi and spent a sum of Rs.35535/- (Rs. Thirty five thousand five hundred thirty five only). He is also entitled to travel by Air as per LTC rules. The tentative airfare per ticket of Kingfisher airlines & Air India is Rs.8300/- & Rs.9600/- respectively as on 17.02.2010. However Dr. Vikas Choudhary spent Rs.7107/- per ticket for aforesaid journey performed on 10.10.2009 as mentioned above. This is quite cheaper to Government airlines.

As per notification of Govt. of India vide Office Memorandum No. 31011/2/2006-Estt (A) dated 27.07.2009, in all cases of air travel both domestic & international where the Govt. of India bears the cost of air passage, the officials concerned may travel only by Air India. The matter whether these orders will apply in the cases of LTC has been considered in consultation with Ministry of Finance, Department of expenditure and it is confirmed that these orders / conditions will apply in the case of LTC also. Dr. Vikas Choudhary has requested that the journey performed by him by the private airlines i.e Kingfisher Airlines under the circumstances mentioned above may be approved as a special case.

The Finance Committee may consider & decide.

-15-

Item 18-6

To consider protection of pay in respect of Dr. Rishi Pal Chauhan, Assistant Professor, Physics Department.

Consequent upon selection by the duly constituted Selection Committee, Dr. R.P. Chauhan was appointed Assistant Professor in Physics Department of the Institute at a basic pay of Rs. 12,000/- per month in the pay scale of Rs. 12000-420-18300(pre-revised). He joined as such on 5.2.2008.

Prior to joining in this Institute he was working as Lecturer in Physics at Indira Gandhi National College, Ladwa, Kurukshetra(Haryana) in the pre-revised pay scale of Rs. 12000-18300(Selection Grade). He is requesting again and again to protect his pay from the date of his joining in this Institute. He has also submitted a copy of the LPC issued by the Indira Gandhi National College, Ladwa.

In this regard the CCS (RP) Rules, 2008 regarding "Fixation of Pay under Fundamental Rules" reads as under:-

Protection of pay of candidates recruited to Central Services/Posts from Central/State Autonomous Bodies/PSUs

"In respect of candidates working in Central Public Sector Undertakings, State Public Sector Undertakings, Universities, Semi-Government Institutions or Autonomous Bodies, Nationalized Banks including State Bank of India and Reserve Bank of India, who are appointed as direct recruits on selection through a properly constituted agency including departmental authorities making recruitment directly, their initial pay may be fixed at a stage in the scale of pay attached to the post so that the pay and D.A., as admissible in the Government will protect the pay plus D.A., already being drawn by them in their parent organization. In the event of such a stage not being available in the post to which they have been recruited, their pay may be fixed at a stage just below in the scale of the post to which they have been recruited, so as to ensure a minimum loss to the candidates. The pay fixed under this formulation will not exceed the maximum of the scale of the post to which they have been recruited. The above benefit is not admissible to those who are recruited through open competitive examination".

To resolve the issue a request was made to the Higher Education Commissioner, Haryana, Panchkula vide this office letter No. Estt.-I/PF/9850 dated 23.12.2009 to intimate the status of Indira Gandhi National College, Ladwa

-16-

whether it is a Semi-Govt. Institution or Autonomous Body of the Govt. In response to letter referred to above, the Assistant Director Colleges, Higher Education Commissioner, Haryana, Panchkula vide memo No. 2/97-09 C-II(I) dated 24.12.2009 (copy enclosed as Appendix C page 17) replied that Indira Gandhi National College, Ladwa(Kurukshetra) is a Government Aided Private College. The State Govt. is providing 95% grant in aid to the College for reimbursement of salary and arrears of the employees appointed against sanctioned posts.

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

N.I.T. KURUKSHETRA

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Appendix - C
Item No. 6

From

Higher Education Commissioner, Haryana,
Shiksha Sadan, Sector-5, Panchkula.

To

The Deputy Registrar (GA&L)
National Institute of Technology,
Kurukshetra -136119.

Memo No. 2/97-09 C-II(I)
Dated Panchkula, the 24.12.09

Subject: Regarding protection of pay of Dr. Rishi Pal Chauhan.

Kindly refer to your letter No. Estt.-I/PF/9850 dated 23.12.2009 on the subject noted above.

It is intimated that Indira Gandhi National College, Ladwa (Kurukshetra) is a Government Aided Private College. The State Government is providing 95% grant-in-aid to the college for reimbursement of salary and arrears of the employees appointed against sanctioned posts.

Manoj Kumar
Assistant Director Colleges-IV
for Higher Education Commissioner, Haryana,
Panchkula.

RRK/h
30.12.09

D.S. (Estt.)
24.12.09

Item;18.7 To consider extending facilities of free medical check up, prescription and clinical test/X-ray etc. to retired employees of the Institute.

Several retired employees of the Institute requested to extend medical facilities to them as per Central Government rules. At present we are paying a sum of Rs.100/-(Rupees One hundred only) per month to each of the retired employees w.e.f. 1.4.2007 in the terms of following decision taken by the Finance Committee in its 10th meeting held on 21.3.2007:

" The Finance Committee considered the proposal as mentioned in the agenda and recommended that fixed medical allowance of Rs.100/- per month may be allowed to an employees of the Institute w.e.f. 1.4.2007 who has since been retired after 1.1.2004 the date from which the Institute adopted service conditions on the Central Govt. pattern".

The above recommendations of the Finance Committee were ratified by the Board of Governors in its 12th meeting held on 25.4.2007.

It is proposed that facilities of free medical check up, prescription and clinical test/X-ray etc. may be extended to retired employees of the Institute in the Health Centre. These facilities involve only nominal financial implications. However, cost of medicines so prescribed by the Institute's Doctor(s) will be borne by the concerned ex-employees. They will continue to get fixed medical allowance of Rs. 100/- (One hundred only) per month as decided by the Finance Committee mentioned above.

The Finance Committee may consider and approve.

Item 18.8 To consider increase in Tuition Fee of M.Tech.students.

The Director, NITs, MHRD, Department of Higher Education, Technical Education Bureau, Govt. of India, New Delhi issued the letter regarding common fees to be charged by each NIT from B.Tech & M.Tech students for the academic year 2009-10 vide letter no.No.F.21-35/2009 TS III dated 23.6.2009 (Annexure- D on page 20). On the basis of above letter, the institute has revised the tuition fee for all B.Tech. and M.Tech. students admitted from the Academic Year 2009-10. The matter was also reported to the Finance Committee in its 17th meeting held on 3.11.2009. A copy of the F.C. Agenda is enclosed as Annexure E on page 21-22.

The Board decided as under:-

Some of the M.Tech. students met the Board members in the Board of Governors in its 19th meeting held on 29.12.2009 with their grievance that they have been asked to pay tuition fee @ Rs.35000/- as laid down by the MHRD from the Ist semester of the academic year 2009-10 but this increased tuition fee was not mentioned in the Prospectus and hence it is creating financial hardship to them. They requested the Board that they should not be charged the increased tuition fee from the Ist semester as has been done by NIT, Rourkela for their M.Tech. students.

The Board decided that the matter be referred to the Finance Committee for consideration and the M.Tech. Ist year students be charged tuition fee at the existing rate till the Finance Committee reviews the issue and takes a decision. The Finance Committee should meet at the earliest.

The NIT, Rourkela has exempted the M.Tech. students from the new fee structure for the Academic Session 2009-10 after getting approval from their Board of Governors. However, they will charge revised tuition fees from the M.Tech. students from the next Academic Session. All other NITs are charging the revised tuition fee as per from the Ist semester of Academic year 2009-10 as per instructions of the MHRD mentioned above.

The Finance Committee may consider and decide.

- 20 -

Appendix D
Item no. 18-8

No.F-21-35/2009 TS III
Government of India
Ministry of Human Resource Development
Department of Higher Education
Technical Education Bureau

New Delhi, dated 23rd June, 2009

To

The Directors of All NITs

Sub: Common fees to be charged by each NIT – regarding

Sir/Madam,

All the National Institutes of Technology (NITs) have desired to adopt uniform tuition fee for all B.Tech. and M.Tech. students admitted to NITs from the academic year 2009-10. The fee suggested by NITs is Rs. 35,000/- per annum. The same has been examined in this Ministry, and the following is informed in this regard:-

- (i) As per section 6(1)(d) of the NIT Act, 2007, the power "to fix, demand and receive fees and other charges," lies with the Institutions;
- (ii) As per statute No. 37(i), the tuition fee and the hostel fee in NITs to comprise of two parts, (a) fees determined by the National Institute of Technology Council which shall be common for all National Institutes of Technology, and (b) fees which will be determined by the concerned Board of Governors which shall be applicable to the concerned institutes.

2. Therefore, as per provisions cited above, NITs are advised to charge the common fee at Rs. 35,000/- per annum i.e. (Rs. 17500/- per semester) from the academic session 2009-10. There will be no change in the existing exemptions of tuition fees for SC/ST students.

3. This issues with the approval of competent authority.

Yours faithfully,

Madan Mohan
(Madan Mohan)
Director

For compliance
Put up on file
APK

30/6 Copy to :

- (i)
- (ii)
- (iii)
- (iv)
- (v)

PS to HRM
PS TO MOS (HRD)
Sr. PPS to Secy. (HE)
PPS to AS (HE)/FA
PS to JS (T/DL)

DR (A) *30/6/09*

AC-II 30/6/09

Annexure E
1-Ann No. 18-B

2/-

Item 17.9 : To consider enhancement of common fees to be charged from students from the academic year 2009-10.

A letter received from Director, NITs, Department of Higher Education, Ministry of Human Resource Development, Government of India vide letter No. F-21-35/2009 TS III, Dated 23rd June, 2009 regarding common fees to be charged by each NIT (Annexure AA pages from 45 C to 45 D) may be perused.

The Clause-37 as contained in the NITs Statutes regarding common fees for UG & PG Courses reads as under:

The Institute shall charge the following fees, namely:-

- (i) The tuition and the hostel fee shall comprise of two parts (a) fees determined by the National Institutes of Technology Council which shall be the common for all National Institutes of Technology and (b) fees which will be determined by the concerned Board of Governors which shall be applicable to the concerned institute.
- (ii) The Caution Money shall be returnable to student, scholars and fellows at the time of the finally leaving the Institute, after deduction of relevant dues, if any and there no claim for a refund is received within two years of finally leaving the Institute, the Caution Money shall be credited into the Student Welfare Fund.
- (iii) The fee concession and scholarships as may be determined by the Central Government from time to time shall be applicable to all National Institutes of Technology.

As per above letter, we have implemented the common fees of Rs. 35,000/- per annum i.e. (Rs. 17500/- per semester) from the academic session 2009-10 for UG & PG Courses.

Sr. No.	Head of Account	B.Tech Courses		M.Tech Course		Remarks
		Existing	Proposed	Existing	Proposed	
1.	Tuition Fee	12000/-	35000/-	15000/-	35000/-	To be charged in two installments
2.	Student related Activity fee	7000/-	7000/-	7000/-	7000/-	- do -
3.	Contribution towards Corpus Fund (CDF)	4000/-	4000/-	4000/-	4000/-	- do - (Already charging one time Rs. 16000/- & Rs. 8000/- from B.tech & M ech.respectively)
	TOTAL	23000/-	46000/-	26000/-	46000/-	Contd...

The above said fees are excluding Seat Rent, Alumni & Institute Security as details given below:-

1. **Seat Rent** Rs. 2000/- per annum for Triple Seater
 Rs. 4000/- per annum for Double Seater
 Rs. 6000/- per annum for Single Seater
2. **Institute Security** Rs. 4000/- for B.Tech (Refundable)
 Rs. 5000/- for M.Tech (Refundable)
3. **Alumni** Rs.500/- for Ist year B.Tech & M.Tech in two installments.

Finance Committee may note.

Item 18.9: To consider Budget Provision for Outsourcing the Services of the Security, Sanitation & Maintenance of the Institute.

The Director, Government of India, Ministry of Human Resource Development, Department of Higher Education vide letter no. F.22-5/2006-TS.III (Pt.) dated 11.05.2009 forwarded a copy of Notification published in Gazette of India Extraordinary Part -II, Section-3, Sub-Section - (i) dated 23rd April, 2009 regarding the 1st Statutes under NIT Act, 2007 for information and necessary action.. For the implementation of the 1st Statutes, the matter was placed before the Board of Governors in its 15th meeting held on 18.5.2009. The Board decided as under:-

“The Board noted the First Statutes for NITs received from the MHRD”.

Under Clause 22 of the Statutes, the members of the staff of the Institute have been classified as Academic Staff, Technical Staff and Administrative & other Staff. However, under this classification the Group-D Staff has not been mentioned whereas the Class-IV Staff like peons etc. are essentially required for the smooth running of the office work. At present, 85 Class-IV employees are working in the Institute. In addition to these employees, the work related to maintenance, sanitation and security, the casual labourers are being engaged on contract basis as per DC Rates.

Since a long time, it is being observed that the work of Security, Housekeeping and Maintenance may be outsourced and hired from the Registered Service Providers in the region, because engaging casual labourers directly involves legal complications under Labour Law and other Statutory Provisions. Further, some of the casual labourers have approached to the Labour Commissioner for their adjustment on Regular Strength.

Keeping in view the above facts, a proposal was submitted to the Hon'ble Chairman, BOG to allow the Institute to outsource these services. The Hon'ble Chairman, BOG approved the proposal of the Institute which was placed before the Board of Governors in its 19th meeting held on 29.12.2009. The Board decided as under: -

“The Board ratified action taken by the Hon'ble Chairperson, BOG in approving the proposal of the Institute for outsourcing the services of security, housekeeping and maintenance work of the Institute as per details furnished in the agenda item.

The Board further decided that the existing practice for engaging persons on contract basis may continue upto 31st March, 2010 or till the agencies are hired for providing the said services to the Institute whichever is earlier.”

In view of the above decision of the Board, the tender notice has been issued for inviting tenders to outsource the above services. The tenders have been opened and further process is being initiated for outsourcing these services from 1st April, 2010 onwards.

In the above said process, an amount of Rs. 15 Lacs per month is involved for outsourcing these services through Registered Service Providers. It is worth mentioning here that in the past also the Institute is spending money on these services for worth Rs. 10-12 Lacs per month which is being met out from various Heads of Accounts such as Student Fund etc. In addition to this, approximate 5 Lacs per month is being spent on the Security Guards being employed by the Mess Committees of the Hostels out of Collected Funds in this regard from each student.

In view of the above, it is proposed that the Institute may be allowed to make budget provision for Rs. 15 Lacs per month in the regular budget of the Institute from the year 2010-11 for outsourcing the above said services through Registered Service Providers. The said provision will be provided in the regular non-plan budget of the Institute for the years 2010-11 and 2011-12.

The Finance Committee may consider and decide.

Item 18.10: To consider the enhancement in fees and misc. expenses to the Standing Counsels of the Institute.

Our Institute has engaged the following standing counsels at various Courts of Law to defend the cases on behalf of the Institute: -

Sr. No.	Name of the Standing Counsels	Courts of Law
1.	i) Sh. C.B. Madan, Advocate (Senior Advocate) ii) Sh. Shayam Singh Chhokar, Advocate	At District Courts
2.	i) Sh. Amarjit Singh Virk, Advocate ii) Sh. Varun Gupta, Advocate (Advocate on Record)	At High Court
3.	i) Sh. S. Srinivasan, Advocate ii) Sh. V. Sudeer, Advocate (Advocate on Record)	At Supreme Court

Prior to 2007, the Institute was making payment to the Standing Counsel with regard to their fees and misc. expenses as Rs. 1800/- + Rs. 300/- as misc. expenses at Distt. Level, Rs. 4000/- + Rs. 700/- as misc. expenses at High Court Level & Rs. 8000/- + Rs. 500/- as misc. expenses at Supreme Court Level Standing Counsel. On the request of the Standing Counsel for the enhancement in fees and misc. expenses, the matter was placed before the Finance Committee in its 11th meeting held on 30.06.2007. The Finance Committee considered the enhancement in fee and misc. expenses to the Counsels and recommended to the Board of Governors that fee of the Institute Counsels be enhanced as under: -

(a)	Fee of the standing counsels at Hon'ble court at Kurukshetra per case	Rs. 2700/- + 10% Clerkage + Rs. 300/- as Misc. Expenses
(b)	Fee to the standing counsels at Hon'ble Punjab and Haryana High Court, Chandigarh per case	Rs. 6000/- + 10% Clerkage + Rs. 700/- as Misc. Expenses
(c)	Fee to the standing counsels at Hon'ble Supreme Court of India per case	Rs. 12000/- + 10% Clerkage + Rs. 500/- as Misc. Expenses

Further, the Finance Committee also decided that Sh. C.B. Madan, Advocate, Distt. Courts, Kurukshetra be kept as Retainer and he may be allowed Rs. 3500/- as Retainership Fees per month.

These minutes of the Finance Committee were ratified by the Board of Governors in its 13th meeting held on 24.01.2008. Since then, the Institute is making the payment to the standing counsels of the Institute as per the above rates. Further, it is worth mentioning here that Sh. Shayam Singh Chhokar, Advocate, Distt. Courts, Kurukshetra has also been engaged at Distt. Level for providing legal opinion in

various files, defending legal case at Distt. Kurukshetra as well as providing opinion on the RTI Cases. He is also being paid Retainership Fee of Rs. 3500/- per month on the pattern of Sh. C.B. Madan, Advocate.

Now, in view of the increase in prices in every field of life and the pay revision made on the recommendations of 6th Pay Commission, the standing counsels are requesting to increase their fee/legal advice fee and misc. expenses. They are also asking for the payment of legal opinion fee.

It will be pertinent to mention here that due to awakening of law and further modifications in rules and regulations of the Institute after switching over from REC to NIT & also introduction of NIT Act, 2007 and Statutes, the Institute has to consult/take legal advice from the standing counsels at all levels as per necessity to clear doubts so that there is no legal implication after implementation of the decisions taken by the Institute. Hence the request of the Standing Counsels for the payment of legal advice fees seems to be genuine.

Keeping in view the above facts, the Finance Committee may consider following enhancements of fees and misc. expenses of the Standing Counsels of the various Courts of Law: -

(a)	Fee of the standing counsels at Hon'ble court at Kurukshetra per case	Rs. 5500/- + 10% Clerkage + Rs. 500/- as Misc. Expenses Retainership Fees- Rs. 4000/- per month
(b)	Fee to the standing counsels at Hon'ble Punjab and Haryana High Court, Chandigarh per case	Rs. 11000/- +10% Clerkage + Rs. 1000/- as Misc. Expenses
(c)	Fee to the standing counsels at Hon'ble Supreme Court of India per case	Rs. 22000/- + 10% Clerkage +Rs. 2000/- as Misc. Expenses
(d)	For the issue of Legal Notice/ Reply to the Legal Notice	Rs. 1000/- +10 % Clerkage + Rs. 300/- as Misc. Expenses

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

Item No. 18.11 To consider Modified Assured Career Progression Scheme (MACPS) for the Central Government Civilian Employees

Vide letter F.No. 24-1/2008-IFD dated 29.6.2009, the Director (Finance), Govt. of India, Ministry of Human Resources Development, Department of Higher Education, Integrated Finance Division, New Delhi had forwarded office memorandum No. 35034/3/2008-Estt(D) dated 19th May, 2009 as appendix F from page 28 to 38 issued by the Ministry of Personnel, Public Grievance and Pension, Department of Personnel and Training on the subject cited above.

Clause-14 of the aforesaid MACP Scheme is reproduced below: -

"The MACPS is directly applicable only to Central Government Civilian employees. It will not get automatically extended to employees of Central Autonomous/Statutory Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained".

Accordingly, the matter was placed before the 16th Finance Committee meeting held on 30.6.2009 and the Finance Committee decided as under: -

"The Finance Committee recommended to the Board that the Modified Assured Career Progression Scheme (MACPS) for Non-teaching and Teaching supporting employees of the Institute on Central Government Pattern be implemented w.e.f. 1.9.2008 with prior concurrence of the Ministry of Finance and the matter may be accordingly referred to the MHRD".

The above minutes of Finance Committee meeting were ratified by the Board in its 17th meeting held on 9.9.2009.

However, it has become necessary to place the matter again before the Finance Committee as it involves huge financial implications which will be to the tune of Rs.1.00 lac (app.) per month to implement the MACPS to the employees of the Institute who have been identified at the first stage for eligibility of Modified Assured Career Progression Scheme (MACPS) for the benefit of said scheme for the period from 1.9.2008 to 31.3.2010. Accordingly, the Institute level Screening Committee meeting held on 30.12.2009 and 10.2.2010 has screened the records of these employees.

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

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-28-

Annexure F
Item No. 18-11

F. No. 24-1/2008-IFD
Government of India
Ministry of Human Resource Development
Department of Higher Education
Integrated Finance Division

'C' Wing Shastri Bhawan,
June 29, 2009

Subject: Modified Assured Career Progression Scheme (MACPS) for
The Central Government Civilian Employees.

Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training vide their Office Memorandum No. 35034/3/2008-Estt (D) dated 19th May 2009 (copy enclosed) has clarified Assured Career Progression Scheme (MACPS).

As per para 14 of the annexure of the above O. M., the MACPS is directly applicable only to Central Government Civilian employees. It will not automatically extended to employees of Central Autonomous/Statutory Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the Administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained.

All Bureau Heads in the Department of Higher Education and Department of School Education & Literacy are requested to take necessary action on the extension of Modified Assured Career Progression Scheme (MACPS) to the employees of Central Autonomous Organizations under the Administrative control of the MHRD.

Discuss urgently

[Signature]
Director (Finance)

[Signature]
31/7
All Bureau Heads of MHRD

- Department of Higher Education
- Department of School Education & Literacy

[Signature]

- Director (Finance) SE & L
- All Officers in IFD, MHRD

Copy to: PS to AS & FA
Estt-I Estt-II Estt-III

SSC (Scholarship)

No.35034/3/2008-Estt. (D)
Government of India
Ministry of Personnel, Public Grievances and Pensions
(Department of Personnel and Training)

North Block, New Delhi, the 19th May, 2009

OFFICE MEMORANDUM

SUBJECT: - *MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.*

The Sixth Central Pay Commission in Para 6.1.15 of its report, has recommended Modified Assured Career Progression Scheme(MACPS). As per the recommendations, financial upgradation will be available in the next higher grade pay whenever an employee has completed 12 years continuous service in the same grade. However, not more than two financial upgradations shall be given in the entire career, as was provided in the previous Scheme. The Scheme will also be available to all posts belonging to Group "A" whether isolated or not. However, organised Group "A" services will not be covered under the Scheme

2. The Government has considered the recommendations of the Sixth Central Pay Commission for introduction of a MACPS and has accepted the same with further modification to grant three financial upgradations under the MACPS at intervals of 10, 20 and 30 years of continuous regular service .

3. The Scheme would be known as "*MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS) FOR THE CENTRAL GOVERNMENT CIVILIAN EMPLOYEES.*" This Scheme is in supersession of previous ACP Scheme and clarifications issued there under and shall be applicable to all regularly appointed Group "A", "B", and "C" Central Government Civilian Employees **except officers of the Organised Group "A" Service.** The status of Group "D" employees would cease on their completion of prescribed training, as recommended by the Sixth Central Pay Commission and would be treated as Group "C" employees. Casual employees, including those granted 'temporary status' and employees appointed in the Government only on adhoc or contract basis shall not qualify for benefits under the aforesaid Scheme. The details of the MACP Scheme and conditions for grant of the financial upgradation under the Scheme are given in Annexure-1.

4. An Screening Committee shall be constituted in each Department to consider the case for grant of financial upgradations under the MACP Scheme. The Screening Committee shall consist of a Chairperson and two members. The members of the Committee shall comprise officers holding posts which are at least one level above the grade in which the MACP is to be considered and not below the rank of Under Secretary equivalent in the Government. The Chairperson should generally be a grade above the members of the Committee.

30 -

5. The recommendations of the Screening Committee shall be placed before the Secretary in cases where the Committee is constituted in the Ministry/Department or before the Head of the organisation/competent authority in other cases for approval.

6. In order to prevent undue strain on the administrative machinery, the Screening Committee shall follow a time-schedule and meet twice in a financial year – preferably in the first week of January and first week of July of a year for advance processing of the cases maturing in that half. Accordingly, cases maturing during the first-half (April-September) of a particular financial year shall be taken up for consideration by the Screening Committee meeting in the first week of January. Similarly, the Screening Committee meeting in the first week of July of any financial year shall process the cases that would be maturing during the second-half (October-March) of the same financial year.

7. However, to make the MACP Scheme operational, the Cadre Controlling Authorities shall constitute the first Screening Committee within a month from the date of issue of these instructions to consider the cases maturing upto 30th June, 2009 for grant of benefits under the MACPS.

8. In so far as persons serving in The Indian Audit and Accounts Departments are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.

9. Any interpretation/clarification of doubt as to the scope and meaning of the provisions of the MACP Scheme shall be given by the Department of Personnel and Training (Establishment-D). The scheme would be operational w.e.f. 01.09.2008. In other words, financial upgradations as per the provisions of the earlier ACP Scheme (of August, 1999) would be granted till 31.08.2008.

10. No stepping up of pay in the pay band or grade pay would be admissible with regard to junior getting more pay than the senior on account of pay fixation under MACP Scheme.

11. It is clarified that no past cases would be re-opened. Further, while implementing the MACP Scheme, the differences in pay scales on account of grant of financial upgradation under the old ACP Scheme (of August 1999) and under the MACP Scheme within the same cadre shall not be construed as an anomaly.

12. Hindi version will follow.

(S.Jainendra Kumar)
Deputy Secretary to the Govt. Of India

To

All Ministries/Departments of the Government of India

Copy to :-

1. President's Secretariat/Vice President's Secretariat/Prime Minister's Office/Supreme Court/Rajya Sabha Secretariat/Lok Sabha Secretariat/ Cabinet Secretariat/UPSC/CVC/C&AG/Central Administrative Tribunal (Principal Bench), New Delhi.
2. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions.
3. Secretary, National Commission for Minorities.
4. Secretary, National Commission for Scheduled Castes/Scheduled Tribes
5. Secretary, Staff Side, National Council (JCM), 13-C, Ferozeshah Road, New Delhi
6. All Staff Side Members of the National Council (JCM)
7. Establishment (D) Section - 1000 copies
8. NIC, DoPT, North Block for up-loading of the OM in DoPT website.

-32-

ANNEXURE-I

MODIFIED ASSURED CAREER PROGRESSION SCHEME (MACPS)

1. There shall be three financial upgradations under the MACPS, counted from the direct entry grade on completion of 10, 20 and 30 years service respectively. Financial upgradation under the Scheme will be admissible whenever a person has spent 10 years continuously in the same grade-pay.
2. The MACPS envisages merely placement in the immediate next higher grade pay in the hierarchy of the recommended revised pay bands and grade pay as given in Section 1, Part-A of the first schedule of the CCS (Revised Pay) Rules, 2008. Thus, the grade pay at the time of financial upgradation under the MACPS can, in certain cases where regular promotion is not between two successive grades, be different than what is available at the time of regular promotion. In such cases, the higher grade pay attached to the next promotion post in the hierarchy of the concerned cadre/organisation will be given only at the time of regular promotion.
3. The financial upgradation under the MACPS would be admissible up-to the highest grade pay of Rs. 12000/ in the PB-4.
4. Benefit of pay fixation available at the time of regular promotion shall also be allowed at the time of financial upgradation under the Scheme. Therefore, the pay shall be raised by 3% of the total pay in the pay band and the grade pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same grade pay as granted under MACPS. However, at the time of actual promotion if it happens to be in a post carrying higher grade pay than what is available under MACPS, no pay fixation would be available and only difference of grade pay would be made available. To illustrate, in case a Government Servant joins as a direct recruit in the grade pay of Rs. 1900 in PB-1 and he gets no promotion till completion of 10 years of service, he will be granted financial upgradation under MACPS in the next higher grade pay of Rs. 2000 and his pay will be fixed by granting him one increment plus the difference of grade pay (i.e. Rs. 100). After availing financial upgradation under MACPS, if the Government servant gets his regular promotion in the hierarchy of his cadre, which is to the grade of Rs. 2400, on regular promotion, he will only be granted the difference of grade pay between Rs. 2000 and Rs. 2400. No additional increment will be granted at this stage.
5. Promotions earned/upgradations granted under the ACP Scheme in the past to those grades which now carry the same grade pay due to merger of pay scales/upgradations of posts recommended by the Sixth Pay Commission shall be ignored for the purpose of granting upgradations under Modified ACPs.

Illustration-1

The pre-revised hierarchy (in ascending order) in a particular organization was as under:-

Rs. 5000-8000, Rs. 5500-9000 & Rs. 6500-10500.

- (a) A Government servant who was recruited in the hierarchy in the pre-revised pay scale Rs. 5000-8000 and who did not get a promotion even after 25 years of service prior to 1.1.2006, in his case as on 1.1.2006 he would have got two financial upgradations under ACP to the next grades in the hierarchy of his organization, i.e., to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500.
- (b) Another Government servant recruited in the same hierarchy in the pre-revised scale of Rs. 5000-8000 has also completed about 25 years of service, but he got two promotions to the next higher grades of Rs. 5500-9000 & Rs. 6500-10500 during this period.

In the case of both (a) and (b) above, the promotions/financial upgradations granted under ACP to the pre-revised scales of Rs. 5500-9000 and Rs. 6500-10500 prior to 1.1.2006 will be ignored on account of merger of the pre-revised scales of Rs. 5000-8000, Rs. 5500-9000 and Rs. 6500-10500 recommended by the Sixth CPC. As per CCS (RP) Rules, both of them will be granted grade pay of Rs. 4200 in the pay band PB-2. After the implementation of MACPS, two financial upgradations will be granted both in the case of (a) and (b) above to the next higher grade pays of Rs. 4600 and Rs. 4800 in the pay band PB-2.

6. In the case of all the employees granted financial upgradations under ACPS till 01.01.2006, their revised pay will be fixed with reference to the pay scale granted to them under the ACPS.

6.1 In the case of ACP upgradations granted between 01.01.2006 and 31.08.2008, the Government servant has the option under the CCS (RP) Rules, 2008 to have his pay fixed in the revised pay structure either (a) w.e.f. 01.01.2006 with reference to his pre-revised scale as on 01.01.2006; or (b) w.e.f. the date of his financial upgradation under ACP with reference to the pre-revised scale granted under ACP. In case of option (b), he shall be entitled to draw his arrears of pay only from the date of his option i.e. the date of financial upgradation under ACP.

6.2 In cases where financial upgradation had been granted to Government servants in the next higher scale in the hierarchy of their cadre as per the provisions of the ACP Scheme of August, 1999, but whereas as a result of the implementation of Sixth CPC's recommendations, the next higher post in the hierarchy of the cadre has been upgraded by granting a higher grade pay, the pay of such employees in the revised pay structure will be fixed with reference to the higher grade pay granted to the post. To illustrate, in the case of Jr. Engineer in CPWD, who was granted 1st ACP in his hierarchy to the grade of Asstt. Engineer in the pre-revised scale of Rs.6500-10500 corresponding to the revised grade pay of Rs.4200 in the pay band PB-2, he will now be granted grade pay of Rs.4600 in the pay band PB-2 consequent upon upgradation of the post of Asstt. Enggs. In CPWD by granting them the grade pay of Rs.4600 in PB-2 as a result of Sixth CPC's recommendation. However, from the date of implementation of the MACPS, all the financial upgradations under the Scheme should be done strictly in accordance with the hierarchy of grade pays in pay bands as notified vide CCS (Revised Pay) Rules, 2008.

7. With regard to fixation of his pay on grant of promotion/financial upgradation under MACP Scheme, a Government servant has an option under FR22 (1) (a) (i) to get his pay fixed in the higher post/ grade pay either from the date of his promotion/upgradation or from the date of his next increment viz. 1st July of the year. The pay and the date of increment would be fixed in accordance with clarification no.2 of Department of Expenditure's O.M. No.1/1/2008-IC dated 13.09.2008.
8. Promotions earned in the post carrying same grade pay in the promotional hierarchy as per Recruitment Rules shall be counted for the purpose of MACPS.
- 8.1 Consequent upon the implementation of Sixth CPC's recommendations, grade pay of Rs. 5400 is now in two pay bands viz., PB-2 and PB-3. The grade pay of Rs. 5400 in PB-2 and Rs.5400 in PB-3 shall be treated as separate grade pays for the purpose of grant of upgradations under MACP Scheme.
9. 'Regular service' for the purposes of the MACPS shall commence from the date of joining of a post in direct entry grade on a regular basis either on direct recruitment basis or on absorption/re-employment basis. Service rendered on adhoc/contract basis before regular appointment on pre-appointment training shall not be taken into reckoning. However, past continuous regular service in another Government Department in a post carrying same grade pay prior to regular appointment in a new Department, without a break, shall also be counted towards qualifying regular service for the purposes of MACPS only (and not for the regular promotions). However, benefits under the MACPS in such cases shall not be considered till the satisfactory completion of the probation period in the new post.
10. Past service rendered by a Government employee in a State Government/statutory body/Autonomous body/Public Sector organisation, before appointment in the Government shall not be counted towards Regular Service.
11. 'Regular service' shall include all periods spent on deputation/foreign service, study leave and all other kind of leave, duly sanctioned by the competent authority.
12. The MACPS shall also be applicable to work charged employees, if their service conditions are comparable with the staff of regular establishment.
13. Existing time-bound promotion scheme, including in-situ promotion scheme, Staff Car Driver Scheme or any other kind of promotion scheme existing for a particular category of employees in a Ministry/Department or its offices, may continue to be operational for the concerned category of employees if it is decided by the concerned administrative authorities to retain such Schemes, after necessary consultations or they may switch-over to the MACPS. However, these Schemes shall not run concurrently with the MACPS.
14. The MACPS is directly applicable only to Central Government Civilian employees. It will not get automatically extended to employees of Central Autonomous/Statutory Bodies under the administrative control of a Ministry/Department. Keeping in view the financial implications involved, a conscious decision in this regard shall have to be taken by the respective Governing Body/Board of Directors and the administrative Ministry concerned and where it is proposed to adopt the MACPS, prior concurrence of Ministry of Finance shall be obtained.

15. If a financial upgradations under the MACPS is deferred and not allowed after 10 years in a grade pay, due to the reason of the employees being unfit or due to departmental proceedings, etc., this would have consequential effect on the subsequent financial upgradation which would also get deferred to the extent of delay in grant of first financial upgradation.
16. On grant of financial upgradation under the Scheme, there shall be no change in the designation, classification or higher status. However, financial and certain other benefits which are linked to the pay drawn by an employee such as HBA, allotment of Government accommodation shall be permitted.
17. The financial upgradation would be on non-functional basis subject to fitness, in the hierarchy of grade pay within the PB-1. Thereafter for upgradation under the MACPS the benchmark of 'good' would be applicable till the grade pay of Rs. 6600/- in PB-3. The benchmark will be 'Very Good' for financial upgradation to the grade pay of Rs. 7600 and above.
18. In the matter of disciplinary/ penalty proceedings, grant of benefit under the MACPS shall be subject to rules governing normal promotion. Such cases shall, therefore, be regulated under the provisions of the CCS (CCA) Rules, 1965 and instructions issued thereunder.
19. The MACPS contemplates merely placement on personal basis in the immediate higher Grade pay /grant of financial benefits only and shall not amount to actual/functional promotion of the employees concerned. Therefore, no reservation orders/roster shall apply to the MACPS, which shall extend its benefits uniformly to all eligible SC/ST employees also. However, the rules of reservation in promotion shall be ensured at the time of regular promotion. For this reason, it shall not be mandatory to associate members of SC/ST in the Screening Committee meant to consider cases for grant of financial upgradation under the Scheme.
20. Financial upgradation under the MACPS shall be purely personal to the employee and shall have no relevance to his seniority position. As such, there shall be no additional financial upgradation for the senior employees on the ground that the junior employee in the grade has got higher pay/grade pay under the MACPS.
21. Pay drawn in the pay band and the grade pay allowed under the MACPS shall be taken as the basis for determining the terminal benefits in respect of the retiring employee.
22. If Group "A" Government employee, who was not covered under the ACP Scheme has now become entitled to say third financial upgradation directly, having completed 30 year's regular service, his pay shall be fixed successively in next three immediate higher grade pays in the hierarchy of revised pay-bands and grade pays allowing the benefit of 3% pay fixation at every stage. Pay of persons becoming eligible for second financial upgradation may also be fixed accordingly.

23. In case an employee is declared surplus in his/her organisation and appointed in the same pay-scale or lower scale of pay in the new organization, the regular service rendered by him/her in the previous organisation shall be counted towards the regular service in his/her new organisation for the purpose of giving financial upgradation under the MACPS.

24. In case of an employee after getting promotion/ACP seeks unilateral transfer on a lower post or lower scale, he will be entitled only for second and third financial upgradations on completion of 20/30 years of regular service under the MACPS, as the case may be, from the date of his initial appointment to the post in the new organization.

25. If a regular promotion has been offered but was refused by the employee before becoming entitled to a financial upgradation, no financial upgradation shall be allowed as such an employee has not been stagnated due to lack of opportunities. If, however, financial upgradation has been allowed due to stagnation and the employees subsequently refuse the promotion, it shall not be a ground to withdraw the financial upgradation. He shall, however, not be eligible to be considered for further financial upgradation till he agrees to be considered for promotion again and the second the next financial upgradation shall also be deferred to the extent of period of debarment due to the refusal.

26. Cases of persons holding higher posts purely on adhoc basis shall also be considered by the Screening Committee alongwith others. They may be allowed the benefit of financial upgradation on reversion to the lower post or if it is beneficial vis-a-vis the pay drawn on adhoc basis.

27. Employees on deputation need not revert to the parent Department for availing the benefit of financial upgradation under the MACPS. They may exercise a fresh option to draw the pay in the pay band and the grade pay of the post held by them or the pay plus grade pay admissible to them under the MACPS, whichever is beneficial.

28. Illustrations

- A (i) If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1900 gets his first regular promotion (UDC) in the PB-I in the Grade Pay of Rs.2400 on completion of 8 years of service and then continues in the same Grade Pay for further 10 years without any promotion then he would be eligible for 2nd financial upgradation under the MACPS in the PB-I in the Grade Pay of Rs.2800 after completion of 18 years (8+10 years).
- (ii) In case he does not get any promotion thereafter, then he would get 3rd financial upgradation in the PB-II in Grade Pay of Rs.4200 on completion of further 10 years of service i.e. after 28 years (8+10+10).
- (iii) However, if he gets 2nd promotion after 5 years of further service in the pay PB-II in the Grade Pay of Rs.4200 (Asstt. Grade/Grade "C") i.e. on completion of 23 years (8+10+5years) then he would get 3rd financial upgradation after completion of 30 years i.e. 10 years after the 2nd ACP in the PB-II in the Grade Pay of Rs.4600.

In the above scenario, the pay shall be raised by 3% of the total pay in the Pay Band and Grade Pay drawn before such upgradation. There shall, however, be no further fixation of pay at the time of regular promotion if it is in the same Grade Pay or in the higher Grade Pay. Only the difference of grade pay would be admissible at the time of promotions.

- B. If a Government servant (LDC) in PB-I in the Grade Pay of Rs.1900 is granted 1st financial upgradation under the MACPS on completion of 10 years of service in the PB-I in the Grade Pay of Rs.2000 and 5 years later he gets 1st regular promotion (UDC) in PB-I in the Grade Pay of Rs.2400, the 2nd financial upgradation under MACPS (in the next Grade Pay w.r.t. Grade Pay held by Government servant) will be granted on completion of 20 years of service in PB-I in the Grade Pay of Rs.2800. On completion of 30 years of service, he will get 3rd ACP in the Grade Pay of Rs. 4200. However, if two promotions are earned before completion of 20 years, only 3rd financial upgradation would be admissible on completion of 10 years of service in Grade Pay from the date 2nd promotion or at 30th year of service, whichever is earlier.

- C. If a Government servant has been granted either two regular promotions or 2nd financial upgradation under the ACP Scheme of August, 1999 after completion of 24 years of regular service then only 3rd financial upgradation would be admissible to him under the MACPS on completion of 30 years of service provided that he has not earned third promotion in the hierarchy.

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ILLUSTRATIONS

