

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

**AGENDA
OF
FINANCE COMMITTEE MEETING**



**26th MEETING
TO BE HELD ON 01.10.2012**

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA-136119**

Agenda: For the 26th meeting of the Finance Committee

Place: Board Room, BrahMos Aerospace, DRDO,
Delhi Cantt., New Delhi

Date: Monday, 1st October, 2012 at 11:00 A.M

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Item 26.1: To confirm the minutes of 25th Meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 20.07.2012.

The minutes of the 25th Meeting of the Finance Committee held on 20.07.2012 were circulated to the members vide our letter No. Acs/25th FC/1040/4832 dated 27.07.2012. No comments from any member have been received.

A copy of the minutes of 25th Meeting of the Finance Committee held on 20.07.2012 is placed at Annexure – A on pages 2-4

The Finance Committee may confirm the minutes of the 25th Meeting of the Finance Committee held on 20.07.2012.

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA - 136119**

Minutes of 25th Meeting of the Finance Committee, NIT, Kurukshetra held on 20.07.2012 at 11.00 a.m at BrahMos Aerospace, 16, Cariappa Marg, Kirby Place, Delhi Cantt., New Delhi - 110 010.

Present:

1. Padmashri Dr. A. Sivathanu Pillai Chairperson
Distinguished Scientist &
Chief Controller (R&D), DRDO &
CEO & MD, BrahMos Aerospace
16, Cariappa Marg, Kirby Place,
Delhi Cant., New Delhi - 110 010.
2. Prof. Anand Mohan Member
Director
National Institute of Technology
Kurukshetra
3. Sh. Rajesh Singh Solanki Member
Under Secretary (NITs)
Representative of Joint Secretary (Tech.)
Department of Higher Education
Ministry of Human Resource Development
Govt. of India, Shastri Bhawan
New Delhi - 110 001
4. Sh. Navin Soi Member
Director (Finance)
Representative of Joint Secretary & Financial Advisor (IFD)
Department of Higher Education
Ministry of Human Resource Development
Govt. of India, Shastri Bhawan
New Delhi - 110 001
5. Sh. G.R. Samantaray Member-Secretary
Registrar (Incharge)
National Institute of Technology
Kurukshetra

Before the Agenda was taken up, Prof. Anand Mohan, Director, NIT, Kurukshetra extended warm welcome to Hon'ble Chairperson, Finance Committee & Board of Governors & all other members present in the Finance Committee.

Contd..-3-

The Finance committee made recommendations/took decisions as under:

Item 25.1 To confirm the minutes of 24th Meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 12.03.2012

The Finance Committee confirmed the minutes of the 24th meeting of the Finance Committee held on 12.03.2012.

Item 25.2 To note follow up action taken on the 24th Meeting of the Finance Committee held on 12.03.2012.

The Finance Committee noted the follow up action taken by the Institute on the 24th meeting of the Finance Committee held on 12.03.2012.

Item 25.3 To consider the enhancement of the Honorarium to External Experts @ Rs.3,000/- per sitting.

The Finance Committee resolved to recommend to the Board the enhancement of the honorarium to the external experts @ Rs.3,000/- per sitting.

Item 25.4 To consider and approve the recommendations of the Committee regarding granting interest bearing House Building Advance (HBA) to the employees of the Institute.

The Finance Committee recommended to create a Corpus Fund of Rs.2.00 crores out of "Institute Development fund (Consultancy share)" at prescribed interest rates as per Govt. of India rules from time to time.

Item 25.5 To consider and approve the Annual Accounts of the National Institute of Technology, Kurukshetra for the year 2011-12.

The Finance Committee approved the Annual Accounts of the National Institute of Technology, Kurukshetra for the year 2011-12. However, the Hon'ble Chairperson desired that the presentation on analytical comparison of funds in-flow and out-flow as other reputed NITs be presented at the Finance Committee in future.

Item 25.6 To consider possible expansion and proposal for various technical/operational alternatives for improved functioning and services of Centre of Computing and Networking (CCN)

The Finance Committee approved the proposal of estimated expenditure of CCN in tune of Rs. 6.47 crores out of Plan Grant. It was also resolved that complete project report for CCN duly approved by the Director be submitted to the Hon'ble Chairperson.

Further, the representative of MHRD desired that the ratio of manpower should be within 1:1.1 and the post of System Manager, Network Engineer and Web Engineer should be filled on long term contract basis. The AMC and other technical requirements should be outsourced through the reputed companies/agencies.

**Item 25.7 Any other Item
To consider consolidated budgetary requirements for celebrating 'Golden Jubilee Year' of the Institute.**

The Finance Committee approved the allocation of Rs.106.00 lakhs for the Golden Jubilee Celebration of the Institute and resolved that the amount be utilized out of chargeable head 'Student activity Fee' and 'Institute Development Fund (Students)' at 50:50 ratio.

The Finance Committee authorized the Director to allocate the funds for various Departments and Sections considering the technical relevance and suitability of the programs.

It is also resolved that the Institute may constitute a Core Committee for year long Golden Jubilee Celebration to work out a detailed focus plan considering technical relevance and suitability.

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

Sd/-

(G. R. Samantaray)
Registrar (I/c) & Member Secretary

Item 26.2: To note follow up action taken on the 25th Meeting of the Finance Committee held on 20.07.2012.

The recommendations of the Finance Committee made in 25th Meeting held on 20.07.2012 were approved by the Board of Governors in its 28th meeting held on 20.07.2012. The action taken on the recommendations are prepared at Annexure – B on page 6.

Annexure – B
Item: 26.2

Item	Subject	Action Taken
25.1	To confirm the minutes of 24 th Meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 12.03.2012	No further action is required
25.2	To note follow up action taken on the 24 th meeting of the Finance Committee held on 12.03.2012.	Action has been taken
25.3	To consider the enhancement of the Honorarium to External Experts @ Rs.3,000/- per sitting	Action has been taken
25.4	To consider and approve the recommendations of the Committee regarding granting interest bearing House Building Advance (HBA) to the employees of the Institute.	Action is being taken
25.5	To consider and approve the Annual Accounts of the National Institute of Technology, Kurukshetra for the year 2011-12.	Action has been taken
25.6	To consider possible expansion and proposal for various technical/operational alternatives for improved functioning and services of Centre of Computing and Networking (CCN)	Action is being taken
25.7	To consider consolidated budgetary requirements for celebrating 'Golden Jubilee Year' of the Institute.	Action has been taken

Item 26.3 To consider Revised Budget Estimates for the year 2012-13 and Budget Estimates for the year 2013-14 for Under Graduate and Post Graduate Courses.

Revised Budget Estimates for the year 2012-13 and Estimates for the year 2013-14 for Under Graduate and Post Graduate Courses have been prepared & enclosed as **Annexure – C** in the following parts:

Part-I Revenue Budget of Income & Expenditure (Non-Plan) from page 2-6

Part-II Government of India Plan Budget (Non-Recurring) Expenditure on page 14-15

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

(₹. in lacs)

S.No.	Head of Account	Actual Expenditure for the year 2011-12	Proposed Revised Budget Estimates for the year 2012-13	Proposed Budget Estimated for the year 2013-14
1	Establishment Expenses	2946.18	3726.70	4608.05
2	Other Administrative Expenses	349.86	481.10	550.70
	Total	3296.04	4207.80	5158.75
	Less Income	1646.23	1585.95	1614.05
	Net Liability of Govt. of India	1649.81	2621.85	3544.70

Reasons for variations in the Revised Budget Estimates for the year 2012-13 and Budget Estimates for the year 2013-14 over and above last year expenses have been explained in the explanatory notes of the Budget on pages from 7-13.

The Finance Committee may consider and make recommendations to the Board of Governors that proposed Revised Budget Estimates for the year 2012-13 and Budget Estimates for the year 2013-14 for Under Graduate and Post Graduate Courses be approved.

Item 26.4 To consider the Grant of Special Allowances to Dy. Director, Deans, Associate Deans, Chief Warden and Associate Warden.

The existing rates of Extra Remuneration to Deans (except Dean(P&D, Dean(R&C)), Chief Warden / Dy. Chief Warden / Warden / Prof.in.Charge(Ragging) as per decision of Finance Committee in its 22nd meeting held on 30.03.2011 are as follows:

Designation	Remuneration
All Deans (Except Dean (P&D) & Dean (R&C)	3000/-p.m
Chief Warden	2500/-p.m
Dy. Chief Warden / Prof.-in-Charge (Ragging)	2250/-p.m
Warden	1750/-p.m

As per the recommendation of the council of NIT's in its 3rd meeting held on 18.11.2011, Ministry of Human Resource Development has communicated for the payment of Special Allowances to Dy. Director, Deans, Associate Deans, Chief Warden and Associate Wardens vide letter No. F. No. 33-6/2011 – T.S. III dated 05.07.2012 at Annexure D on page 9.

Designation	Proposed Revision
Dy. Director	4000/-p.m
Deans	3500/-p.m
Warden	2500/-p.m
Assoc./Asstt. Wardens	2000/-p.m

In view of the notification issued by the Ministry of Human Resource Development for the grant of Special Allowances to Dy. Director, Deans, Associate /Assistant Warden, the Finance Committee may consider and make suitable recommendation to the Board.

Annexure 'D'

BY SPEED POST

F.No.33 - 6 / 2011 - TS.III
Government of India
Ministry of Human Resource Development
Department of Higher Education

Shastri Bhawan, New Delhi,
Dated, 5th July, 2012

To

The Directors of all the
National Institutes of Technology (NITs)

Subject: Special Allowances to Dy. Director, Deans, Associate Deans, Chief Warden and Associate Warden in each NIT at par with the IIT system - regarding.

Sir / Madam,

As you are aware, the Council of NITs in its 3rd meeting held on 18.11.2011 endorsed the recommendations for grant of Special Allowances to Dy. Director, Deans, Associate Deans, Chief Warden and Associate Warden in each NIT at par with the IIT system. In this context, I am hereby directed to inform you that after due consideration, the Ministry has taken the following decisions with regard to grant of TA / DA and payment of special allowance:-

A. Grant of special allowance, Dy. Directors / Wardens etc.

Keeping in view the Special Allowance of ₹4000/- prescribed for Pro-Vice Chancellor and Dy. Director in IITs, it has been felt that the honorarium for Dy. Directors, Deans, Wardens, Associate / Asstt. Warden may be suitably revised keeping in view the existing norms. Accordingly, honorarium / special allowances in respect of Dy. Director, Deans, Wardens etc. shall be as under:-

	Existing	Proposed revision
Dy. Director	₹1000/- p.m.	₹4000/- p.m.
Deans	₹900/- p.m.	₹3500/- p.m.
Wardens	₹800/- p.m.	₹2500/- p.m.
Assoc./Asstt. Wardens	₹500/- p.m.	₹2000/- p.m.

B. Eligibility for TA / DA with reference to Academic Grade Pay:

The recommendation with regard to the question of equivalence of Academic Grade Pay with Grade Pay for the purpose of determining the eligibility for TA / DA and other benefits also requires a re-look. Even though academic grade pay has been fixed slightly at a higher level than the grade pay fixed for similar grade of Central Government employees, the entitlement for TA / DA and other allowances

would be governed by the provision of the CCS (RP) Rules, 2008 as per the TA / DA entitlement for corresponding Grade Pay. Accordingly, the following mapping of academic grade pay with grade pay is required to be followed for the purpose of determining eligibility for TA / DA and other allowances:-

S I.No.	Academic Grade Pay	Equivalent Grade Pay for TA/DA and other allowance
1.	₹6000/- & ₹7000/-	₹6600/-
2.	₹8000/-	₹7600/-
3.	₹9000/-	₹8700/-
4.	₹9500/-	₹8900/-
5.	₹10000/-	₹10000/-

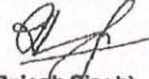
C. HAG Scale of ₹67,000 – 79,000/-

A new HAG scale of ₹67,000 – 79,000/- has been introduced in place of Grade Pay of ₹12,000/-. Accordingly, the Grade Pay of ₹12000/- does not exist any more.

The conditions for moving to the new HAG scale will remain exactly the same as the movement from AGP of ₹10,000/- to AGP to ₹12,000/-. Further, as indicated in this Ministry's letter of even number, dated 18.08.2010, this will have prospective effect from the date of issue of orders regarding revision of scales of pay i.e. 18.08.2009.

2. This issues with the approval of Secretary (HE).

Yours faithfully



(Rajesh Singh)
Deputy Secretary (NITs)
Tel: 23073687
Fax: 23384345

Copy for information to:-

1. Integrated Finance Division (IFD), Ministry of HRD, New Delhi.
2. Copy to CMIS Unit with request that the letter may be uploaded on the Ministry's website.

Sanjay
18.07.2012

CMIS(OP)

Any other item:- To consider enhancement of road mileage rate for travel by own car/ Taxi

The Institute is following road mileage rate for travel by own car/taxi as per CCS rules under the clause 3 (D) – Mileage Allowance for journeys by road (b) of the Office Memorandum No. F.19030/3/2008-E.IV, dated 23rd September, 2008 issued by Government of India, Ministry of Finance, Department of Expenditure, New Delhi. The prevailing rules of road mileage allowance for road journey shall be regulated at the following rates in places where no specific rates have been prescribed either by Director of Transport of the concerned state or of the neighboring states.

- | | | |
|------|---|-----------|
| (i) | For journeys performed in own car/taxi | Rs.16/-Km |
| (ii) | For journeys performed by auto rickshaw
own scooter, etc | Rs.8/- Km |

The existing rates of the Institute are as follows:

1. Rs. 6/-Km for own car/taxi within Haryana
2. Rs.8/-Km for own car/taxi outside Haryana
3. Rs.4/-Km for Auto Rickshaw (Outstation)/Scooter/Motorcycle

OR

4. Actual fare for Auto Rickshaw in local (Kurukshetra as per Auto Rickshaw union rates)

Now, the Government of Haryana, Finance Department, Chandigarh vide Office Memorandum No. 5/27/98-1 FR, dated 31st December, 2010 has also revised the TA/DA structure. As per clause B (ii) of the said Office memorandum, the rates of road mileage have been mentioned as under:

For Grade I and II (Gr.Pay 8900-9800, 10000 and above)	Rs.10/-Km (for own car/AC Taxi. Rs.8/-Km for Non AC Taxi
For Grade III (Gr.Pay 4600-8800)	Rs.8/-Km (for own car/Non-Ac Taxi
For Grade IV (Gr.Pay 2500-4200)	Rs.6/-Km (for own scooter/Motor cycle or by auto rickshaw)
For Grade V (Gr.Pay 1300-2400)	Rs.6/-Km (for own scooter/Motor cycle or by auto rickshaw)

In view of the Office Memorandum issued by the Govt. of Haryana, the Finance Committee may consider and make suitable recommendation for enhancement of road mileage rates to the Board.

Gr. IV (Gr. Pay 2500-4200)	At prescribed rates of autorickshaw when journey is actually performed by autorickshaw, with prior approval of the HOO for each journey.	By own scooter/ motor cycle (with prior approval of the HOO for each journey)	Rs. 6/- pkm (for own Scooter/ Motorcycle or by autorickshaw)	Travel charges @ Rs. 6/- pkm limited to Rs. 100/- per diem for travel within the city.
Gr. V (Gr. Pay 1300-2400)	At prescribed rates of autorickshaw when journey is actually performed by autorickshaw with prior approval of the HOO for each journey.	By own scooter/ motor cycle (with prior approval of the HOO for each journey)	Rs. 6/- pkm (for own Scooter/ Motorcycle or by autorickshaw)	Travel charges @ Rs. 6/- pkm limited to Rs. 50/- per diem for travel within the city.
Any Govt. employee.			@ Re. 1.20 pkm if journey while on tour is performed by bicycle or on foot by any Government employee.	@ Re. 1.20 pkm if local journey while on tour is performed by bicycle or on foot by any Government employee.

Note 1.— 'Own Conveyance' does not mean and include 'any private conveyance' of the respective description. Such conveyance, whenever used for the purposes of claiming reimbursement under these instructions, must be 'a registered personal vehicle in the name of the employee concerned or in the name of the spouse of the employee concerned'. The registration number of the vehicle used must always be mentioned in the claim preferred.

Note 2.— In all such cases where the journey is undertaken in own conveyance or it is performed in hired conveyance, all 'toll charges' paid during the journey shall also be admissible in addition to the road mileage. Such reimbursement must be claimed by submitting the original receipt of payment of 'toll charges' bearing the registration number of the vehicle. Care must accordingly be taken to pay all 'toll charges' en-route the journey and obtain receipts (bearing the registration number of the vehicle) and submit it in original alongwith the claim of reimbursement/mileage otherwise admissible. It is also suggested to retain a photocopy of the same for personal record.

Note 3.— If the entitlement happens to be to travel in A.C II Tier in Train and does not permit 'journey by own car' but the journey is actually performed in 'own car', the reimbursement shall be restricted to the fare equivalence of A.C. II Tier but while preferring the claim of reimbursement to the said extent of entitlement, the papers required to be submitted with reference to 'journey by own car' while meeting all the necessary requirement thereof shall have to be submitted/met in the manner prescribed for 'journey by own car' and if such compliances with reference to 'journey by own car' are deficient in any manner, the reimbursement restricted to the entitlement shall not be made.

should the fare exceed the normal fare of the entitled class offered by Air India or their subsidiaries. Individual officers are encouraged to make bookings through the internet. It would require a credit card through which payments can be made. Reimbursement of service charge expenses on such credit card would be permissible.

Note 3.— Officers who cover in Grade-III are entitled to travel by air within India provided the distance involved is more than 500 kms and the journey cannot be performed by overnight by train. Prior approval of competent authority for each journey should be obtained.

Note 4.— In case of Journey by Air/A.C. Rail/A.C.Bus/Deluxe Bus, tickets shall be appended to T.A Bills. In case of Rail Journey by 1st Class/A.C. Chair Car, ticket/ ticket no./reservation slip, as the case may be, shall be produced. In the absence of ticket, wherever required, ordinary rail/bus fare will be given.

Note 5.— The actual cost of reservation and sleeper charges will be reimbursed in full.

Note 6.— There shall be no bar in undertaking a journey by any mode or in any category above the respective entitlement of the employee provided that the claim filed for reimbursement is voluntarily restricted to the said entitlement. However, in all such cases the essential documents required to be submitted and essential conditions required to be met in reference to the performance of journey by the mode and in the category in which the journey was actually conducted shall have to be submitted alongwith the claim. With this condition, henceforth, there shall be no pre-requirement of seeking the approval of the competent authority for conducting a journey above the entitlement. This provision will not be applicable if journey is performed by a Government employee in his own car without prior approval of the competent authority as per Note 3 below B(ii).

B (ii) Entitlement of journey by road by a Mode other than Public Transport while on tour within India :-

Grade	Journey by Taxi/ Autorickshaw	Journey by own conveyance	Rate of Road Mileage	Local journey within or outside the State
1.	2	3		4
Gr. I (Gr. Pay 10000 and above)	AC Taxi	By own car.	Rs. 10/- pkm. (for own Car/ AC Taxi) Rs. 8/- pkm for Non- AC Taxi.	AC/Non-AC Taxi charges of upto 50 kms. per diem for travel within the city.
Gr. II (Gr. Pay 8900-9800)	AC Taxi	By own car.	Rs. 10/- pkm. (for own Car/ AC Taxi) Rs. 8/- pkm for Non- AC Taxi.	AC/Non-AC Taxi charges of upto 50 kms. per diem for travel within the city.
Gr. III (Gr. Pay 4600-8800)	Non AC Taxi (with prior approval of the Admn. Secy./HOD for each journey)	By own car (with prior approval of the Admn. Secy./HOD for each journey)	Rs. 8/- pkm. (for own Car/ Non-AC Taxi)	Non AC Taxi or auto- rickshaw charges @ Rs. 8/- or Rs. 6/- pkm, as the case may be, limited to Rs. 150/- per diem for travel within the city.