

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA -136119**

**AGENDA
OF
FINANCE COMMITTEE MEETING**



**28th MEETING
TO BE HELD ON 15.10.2013**

NATIONAL INSTITUTE OF TECHNOLOGY
(Under the Ministry of HRD, Govt. of India)
KURUKSHETRA - 136119

Agenda **For the 28th Meeting of the Finance Committee**

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

Date **Tuesday, 15th October, 2013.**

Item	Subject	Page
28.1	To confirm the minutes of 27 th Meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 22.08.2013	1-4
28.2	To note follow up action taken on the 27 th meeting of the Finance Committee held on 22.08.2013	5-6
28.3	To consider remuneration for Examination work to Faculty, Non-Faculty & Technical staff members	7-9
28.4	To consider reimbursement of residential telephone/mobile/Internet/data card use to Group A staff and Faculty members	10-11
28.5	To grant the fixed medical allowance to Pensioners & Family Pensioners consequent to implementation of Pension	12-13
28.6	To consider Revised Budget Estimates for the year 2013-14 and Budget Estimates for the year 2014-15	14
28.7	To consider dual cheque signatory on all cheque payments and delegation of routine work to Accounts Section.	15-16
28.8	Any Other Item	

Item 28.1: To confirm the minutes of 27th Meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 22.08.2013.

The minutes of the 27th Meeting of the Finance Committee held on 22.08.2013 were circulated to the members vide our letter No. Acs./27th FC/7649 dated 30.08.2013. No comments from any member have been received.

A copy of the minutes of 27th meeting of the Finance Committee held on 22.08.2013 is placed at Annexure – A on pages 2-4

The Finance Committee may confirm the minutes of the 27th meeting of the Finance Committee held on 22.08.2013.

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA - 136119**

Minutes of 27th Meeting of the Finance Committee, NIT, Kurukshetra held on 22.08.2013 at 11:00 a.m at BrahMos Aerospace, 16, Cariappa Marg, Kirby Place, Delhi Cantt., New Delhi - 110 010.

Present:

1. Dr. A. Sivathanu Pillai
Distinguished Scientist &
Chief Controller (R&D), DRDO &
CEO & MD, BrahMos Aerospace
16, Cariappa Marg, Kirby Place,
Delhi Cantt., New Delhi - 110 010. Chairperson
2. Prof. Anand Mohan
Director
National Institute of Technology
Kurukshetra Member
3. Sh. Yogendra Tripathi, IAS
Joint Secretary & Financial Advisor (IFD)
Department of Higher Education
Ministry of Human Resource Development
Govt. of India, Shastri Bhawan
New Delhi - 110 001 Member
4. Prof.(Ms.). Sneha Anand
Professor & Head
Centre for Biomedical Engineering
Indian Institute of Technology
Delhi. Member
5. Prof. M.K. Surappa
Director
Indian Institute of Technology
Ropar, Punjab. Member
6. Dr. Shyam Narayan
Registrar
National Institute of Technology
Kurukshetra Member-Secretary

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Ms. Amita Shrama, IAS, Addl. Secretary, Department of Higher Education, Ministry of Human Resource Development, Govt. of India, New Delhi could not attend the meeting.

At the outset, the Hon'ble Chairperson welcomed the members to the 27th meeting of the Finance Committee.

The agenda was taken up. The Finance Committee made recommendations/took decisions as under:

Item 27.1: To confirm the minutes of 26th Meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 01.10.2012.

The Finance Committee confirmed the minutes of the 26th Meeting of the Finance Committee held on 01.10.2012.

Item 27.2: To note follow up action taken on the 26th meeting of the Finance Committee held on 01.10.2012

The Finance Committee noted the follow up action taken by the Institute on the 26th meeting of the Finance Committee held on 01.10.2012 and suggested to mention the specific action taken by the Institute for each agenda.

Item 27.3: To approve the minutes of the 16th Meeting of the Building & Works Committee of National Institute of Technology, Kurukshetra held on 19.11.2012.

The Finance Committee observed as under:

1. Proposals under agenda item No. 16.5, 16.6 & 16.7 of the Building & Works Committee be reviewed by the Building & Works Committee and its recommendations re-submitted for consideration. The Institute may anticipate the total amount of funds which it may get from the Ministry for various construction works. Thereafter, it may prioritize the various projects of works according to its need also keeping in view the cash flow pattern in the previous year(s). Accordingly, fresh proposals may be taken up in the next Building & Works Committee meeting for consideration.

The Finance Committee approved the minutes of the 16th Meeting of the Building Works Committee held on 19.11.2012 except the agenda item Nos. 16.5, 16.6 and 16.7 with the above observations.

3. The payment system will gradually shift to making the payments through bank transfer rather than issuing individual cheques. For this purpose, the Accounts Section may obtain the required information from the various payees.

For expeditious and efficient working, the following delegation of work is proposed:

1. All routing work of the salary bills, pension bills, and the fellowship bills shall be prepared by the Accounts Section and finally signed by the Dy. Registrar (Accounts), or in his absence, the officer in-charge.
2. All the TA bills (for the journeys approved by the competent authority) and the LTC bills will be passed by the Accounts Section and finally signed by the Dy. Registrar (Accounts), or in his absence, the officer in-charge. Any deviation in the TA bills shall require the Director's approval.

The Finance Committee may consider approving the above proposed system of dual cheque signatory, payment through bank transfer, and the proposal for delegation.