

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

**Agenda:** For the 5<sup>th</sup> meeting of the Finance Committee

**Place:** Board Room of National Institute of Technology,  
Kurukshetra.

**Date:** Friday, the 17<sup>th</sup> June, 2005 at 11.00 a.m.

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5.10	To consider release of detained amount to Sh. S.K. Chhabra, Ex-Asstt. Out of Ex-employees Account.	30
5.11	To consider action taken by the Institute to retain a sum of Rs. 83978/- out of Leave encashment of Sh. Kirpal Singh, Ex-Dy. Supdt.	31
5.12	To approve the action taken by the Institute to retain a sum of Rs. 2,42,732/- from Sh. Kanshi Ram, Ex-Restorer for final settlement of Court case pending in Hon'ble Supreme Court of India.	32
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5.14	To note action taken by the Institute to make purchases above Rs. 2.00 lacs and upto Rs. 3.00 lacs per item.	35
5.15	To consider and approve the minutes of the 3 <sup>rd</sup> meeting of the Building & Works Committee, National Institute of Technology, Kurukshetra held on 26.4.2005.	36-40
5.16	To consider remuneration/perks for Proctor, Chief Warden, Dy. Chief Warden, Wardens and some administrative Officers/Officials.	41-45
5.17	To approve action taken by the Institute to retain the retrial benefits of Smt. Subodh Srivastava, Ex-counter Superintendent, on account of unauthorized occupation of the Institute accommodation.	46-48

**Item 5.1 To confirm the minutes of 4<sup>th</sup> Meeting of Finance Committee, NIT, Kurukshetra held on 29.10.2004.**

The minutes of the 4<sup>th</sup> Meeting of the Finance Committee held on 29.10.2004 were circulated to the members vide letter No. A/4<sup>th</sup> FC/8419-25 dated 1.12.04. Sh. R.C. Gaba, Assistant Financial Adviser, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education(Integrated Finance Division), New Delhi sent his comments on Item No. 4.1, 4.4, 4.6 which were received through FAX on 1.11.2004 i.e. after the Meeting of the Finance Committee. The comments offered by him are reproduced below:

<b>Item</b>	<b>Observations of Sh. R.C. Gaba, AFA,</b>	<b>Present Status of the Issue</b>
4.1	Minutes may be confirmed subject to the condition that our letter dated 23.6.2004 is considered by the Finance Committee.	The instructions contained in Government of India, letter dated 23.6.2004 were kept in view while getting the minutes approved from the Board of Governors.
4.4	Increase on non-salary component is quiet substantial, compared to last year position and there may be scope for required curtailment on this account. IFD do not support RE 2004-2005 and BE 2005-2006 projection under non-plan. Attention of the Management is drawn to the austerity instructions issued by the Ministry on 24 <sup>th</sup> September, 2004 copy enclosed.	While considering this item representative of Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi suggested and his suggestions were considered and the Budget proposal for the year 2004-05 and 2005-06 were recast and were annexed in the minutes itself.
4.6	The proposal regarding engagement of part-time Dental Surgeon is not approved. General Doctor can recommend to the recognized hospitals under CGHS and the medical bill may be reimbursed in such cases.	While considering the item the Finance Committee has approved the proposal of the Institute and that proposal stands ratified by the Board of Governors in its 7 <sup>th</sup> meeting held on 19.2.2005.

A copy of the minutes of the 4th meeting of the Finance Committee held on 29.10.2004 and comments received from Sh. R.C. Gaba, Assistant Financial Adviser, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education(Integrated Finance Division), New Delhi are placed as Annexure A page from 3 to 13.

The Finance Committee may confirm the minutes of 4<sup>th</sup> Meeting of the Finance Committee held on 29.10.2004.

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

Minutes of the 4<sup>th</sup> meeting of the Finance Committee  
National Institute of Technology, Kurukshetra held  
on 29.10.2004 at 11.00 A.M. in the Board Room of  
National Institute of Technology, Kurukshetra

**PRESENT:**

Prof. B.J. Dhoopar, **Chairman**  
Hon'ble Chairman, Board of Governors  
& Chairman, Finance Committee,  
NIT, Kurukshetra  
1134, Sector-28,  
Faridabad-121008 (Haryana)

Sh. AVNS Sastry, **Member**  
Desk Officer,  
Government of India,  
Ministry of Human Resource Development,  
Department of Secondary & Higher Education,  
Shastri Bhawan, New Delhi

(Representative of the Technical Bureau)  
Government of India,  
Ministry of Human Resource Development,  
Department of Secondary & Higher Education,  
Shastri Bhawan, New Delhi)

Dr. S.N. Mahendra, **Director-Member**  
Director,  
National Institute of Technology,  
Kurukshetra

Sh. RPS Lohchab, **Member-Secretary**  
Registrar  
National Institute of Technology,  
Kurukshetra

Sh. Dharam Vir, IAS, Financial Commissioner & Principal-Secretary to  
Government of Haryana, Technical Education Department and Dr. R.S. Sirohi, Director,  
IT, New Delhi expressed their inability to attend the meeting due to their pre-occupation.

APL

Sh. Bhaskar Chatterjee, IAS, Financial Commissioner & Principal-Secretary to Government of Haryana, Finance Department or his representative and Sh. Hulas Singh, Director, IED, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi also could not attend the meeting.

The Director-Member welcomed the Hon'ble Chairman, Board of Governors & Finance Committee and the other members of the Finance Committee. The Registrar, Member-Secretary took up the Agenda Items one by one.

The Finance Committee made recommendations/took decisions as under:

**Item 4.1 To confirm the minutes of 3<sup>rd</sup> meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 24.5.2004.**

The minutes of the 3<sup>rd</sup> meeting of Finance Committee, National Institute of Technology, Kurukshetra held on 24.5.2004 were confirmed subject to decision taken by the Board of Governors in their 6<sup>th</sup> meeting held on 30.9.2004 on the Finance Committee minutes under the Board of Governors Agenda Item 6.5.

**Item 4.2 To note follow up action taken on the minutes of the 3<sup>rd</sup> meeting of the Finance Committee held on 24.5.2004.**

The Finance Committee noted that the minutes of 3<sup>rd</sup> meeting of the Finance Committee of National Institute of Technology, Kurukshetra held on 24.5.2004 have been ratified by the Board of Governors in their 6<sup>th</sup> meeting held on 30.9.2004 and accordingly follow up action will be reported to the Finance Committee in its next meeting.

**Item 4.3 To consider the Revised Budget Estimates for the year 2004-2005 and Original Budget Estimates for 2005-2006 for Undergraduate Courses.**

And

**Item 4.4 To consider Revised Budget Estimates for the year 2004-2005 and Original Budget Estimates for the year 2005-2006 for Postgraduate Courses.**

While considering the Agenda Item 4.3 relating to RBE for the year 2004-2005 and OBE for the year 2005-2006 for the Undergraduate Courses, the representative of Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi suggested that the Institute should prepare Budget Estimates in respect of Undergraduate Courses and Postgraduate Courses together instead of preparing separately. He assured that efforts will be made to allocate more grant to the Institute for the year 2004-2005 in addition to the grant already allocated. He advised that Institute should recast the Budget proposals for the year 2004-2005 and 2005-2006. The total tentative allocation for Undergraduate and Postgraduate Courses will amount to Rs. 1000.00 lacs for the year 2004-2005 and Rs. 1100.00 lacs for the year 2005-2006. Accordingly, the budget proposals for Undergraduate and Postgraduate Courses together are as per the statement enclosed.

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- Item 4.5 To note Fee Structure from the students admitted under DASA, SAARC and ICCR Scheme for the year 2004-2005 onwards.**

The Finance Committee suggested that the Institute should explore the possibility of admitting more students through Ed.Cil Noida or other agencies in the coming years so that the facilities/infrastructure available in the Institute may be utilized by more students of the other foreign countries. The Chairman, Finance Committee suggested that the Institute should take up the matter with Ed.Cil as well as various Embassies so that the Institute may attract more students. By doing so the Institute will be able to generate more revenue.

- Item 4.6 To consider engagement of Dental-Surgeon on part-time basis.**

The Finance Committee recommended to the Board of Governors that a Dental-Surgeon on part-time basis be engaged by the Institute at a consolidated honorarium of Rs. 4,000/- per month and as per other terms and conditions proposed by the Institute in Agenda Item 4.6.

- Item 4.7 To note the position of Research Schemes/ Projects sanctioned to the Principal-Investigators.**

While discussing the above item the Finance Committee noted that very meagre number of schemes/projects have been sanctioned by various agencies to the Institute during the current financial year. The Finance Committee suggested that the Institute should take steps to get more schemes/projects so that the research activities of the Institute may be accelerated.

- Item 4.8 To note action taken by the Institute to make purchases above Rs. 2.00 lacs and upto 3.00 lacs per item.**

The Finance Committee noted the information furnished in the Agenda Item 4.8.

**Table**

- Item 4.9 To consider conduct of Audit of the Institute for the year 2003-2004.**

The Finance Committee noted the action taken by the Institute in getting the Annual Accounts audited from a reputed Chartered Accountant empanelled with the Comptroller & Auditor General of India. The Finance Committee noted that the accounts will also be got audited and certified from the AG (Audit), Haryana.

**Table**

- Item 4.10 To consider the position of outstanding advances against the PWD B&R.**

While considering the above item, the Finance Committee suggested that the Institute must take up the matter to get the unspent balance to the tune of Rs. 39.81 lacs refunded from the Executive Engineer, Provincial Division No. I, PWD B&R, Kurukshetra and to get Utilization Certificate of Rs. 17.89 lacs from the Executive Engineer, Provincial Division No. II, PWD B&R, Kurukshetra.

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**Table**

**Item 4.11 To consider increase in delegation of financial powers to the Registrar and the Deputy Registrar (Acs.) of NIT, Kurukshetra.**

The Finance Committee recommended to the Board of Governors that financial powers of the Registrar and the Deputy Registrar (Acs.) be enhanced as proposed in the Agenda Item 4.11.

**Any Other Item**

The Representative of Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, Shastri Bhawan, New Delhi advised that the decision taken by the Building & Works Committee be placed invariably before the Finance Committee as the same relates to financial matters.

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



(R.P.S. OHCHAB)  
REGISTRAR & MEMBER-SECRETARY



NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA

Annexure to Item 4.3 and 4.4

RECAST BUDGET PROPOSALS

Head of Account	RBE-2004-2005			OBE-2005-2006		
	UG	PG	Total (Rupees in Lacs)	UG	PG	Total
Pay & Allowances	900.00	35.00	935.00	910.00	40.00	950.00
Scholarship	0.10	50.00	50.10	0.10	60.00	60.10
Departmental Operating Cost	23.00	4.00	27.00	23.00	5.00	30.00
Contingencies	30.00	4.00	34.00	35.00	4.00	39.00
Library	6.00	3.00	9.00	6.00	3.00	9.00
NCC	0.03	-	0.03	0.03	-	0.03
Maintenance of Buildings, Roads, Electrical Fittings etc.	20.00	-	20.00	20.50	-	20.50
Hospital, Medical and Other Charges	3.50	-	3.50	4.00	-	4.00
Study Tour of Students	0.50	-	0.50	0.50	-	0.50
Special Repair to Vehicles	1.00	-	1.00	1.00	-	1.00
Campus Interview for students	1.00	-	1.00	1.00	-	1.00
Maintenance of Computer, EPABX etc.	9.00	-	9.00	10.00	-	10.00
Total	994.13	96.00	1090.13	1013.13	112.00	1125.13
Less Income			275.00			292.00
			815.13			833.13
Add deficit as on 1.4.2004			164.69			
Net requirement of funds			979.82			

  
DEPUTY REGISTRAR (ACS.)

No.F./B-10/2001-IFD  
GOVERNMENT OF INDIA  
MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF SECONDARY & HIGHER EDUCATION

New Delhi, the 29<sup>th</sup> October, 2004

The Registrar,  
National Institute of Technology,  
Kurukshetra,  
HARYANA.  
FAK NO. 01744-20365/38050

SUBJECT: 4<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE TO BE HELD ON 29<sup>TH</sup> OCTOBER, 2004.

Sir,

I am directed to refer to your communication No. A/4<sup>th</sup> FC/7510-15 dated the 18<sup>th</sup> October, 2004 on the subject mentioned above and to furnish below the comments of FD:-

- Item 4.1 Minutes may be confirmed subject to the condition that our letter dated 23<sup>rd</sup> June, 2004 is considered by the Finance Committee.
- Item 4.4. Increase on non-salary component is quite substantial, compared to last year position, and there may be scope for required curtailment on this count. IFD do not support RE 2004-05 and BE 2005-06 projection under Non-Plan. Attention of the Management is drawn to the austerity instructions issued by Ministry of Finance on 24<sup>th</sup> September, 2004 (copy enclosed).
- Item 4.8 The proposal regarding engagement of part-time Dental Surgeon is not approved. General Doctor can be recommended to the recognised hospital under CGHS and the Medical Bill may be reimbursed in such cases.

Yours faithfully,



(R.C. GABA)  
Asstt. Financial Adviser

Encl: as above.

F.No. 7(5)E-Coord/2004  
Government of India  
Ministry of Finance  
Department of Expenditure

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New Delhi, the 24<sup>th</sup> September, 2004

OFFICE MEMORANDUM

Sub: Guidelines on expenditure management -  
Fiscal prudence and austerity

In supersession of this Department's O.Ms. dated 17/6/1996, 20/8/1998, 5/8/1999, 24/9/2000 and 10/10/2001 on the subject cited above, the following austerity measures shall take effect from October 1, 2004:

- i) All on-going programmes and schemes, both Plan and non-Plan, should be carefully reviewed, scrutinized and evaluated to determine their continued relevance. This exercise should be taken up immediately and completed before the end of this calendar year.
- ii) Deviations of expenditure from the prescribed budgetary ceilings should not be allowed. FAs should personally ensure that unauthorized expenditure above the appropriations is not incurred in any circumstances.
- iii) It should be ensured that all profit-making PSEs declare a minimum dividend on equity of 20% or a minimum dividend pay-out of 20% of post-tax profits, whichever is higher. The minimum dividend pay-out in respect of Oil, Petroleum, Chemical and other infrastructure sectors should be 30% of post-tax profits.
- iv) All profit making companies must also consider issuing bonus shares to the Government.
- v) All profit making Joint Venture companies should be asked to make concerted efforts to give a dividend of 20% on Government equity holding.
- vi) Other non-tax receipts should be revised so that at least the cost of the services is recovered.
- vii) Budget formulation should lay greater emphasis on explicit recognition of the revenue constraints and a realistic projection of the budgetary allocations required for various projects/schemes and there must be rigid adherence to budgetary ceilings. All procedures laid down for incurring both Plan and Non-Plan expenditure on schemes should be followed scrupulously. In view of the severe constraints on resources, additional funds to any Ministry or Department shall not be provided at the revised estimate stage, except in rare and exceptional circumstances.

- viii) No fresh financial commitments should be made on items which are not provided for in the budget approved by Parliament.
- ix) There have been cases of Ministries releasing funds to autonomous bodies year after year, despite the fact that there are substantial balances with them remaining unutilised and kept in deposit with the banks. The Ministries should complete a detailed review of all such cases by 31.10.2004 and, pending such a review, the Ministries are advised not to release funds in such cases. The responsibility for regulating release of funds in these cases will rest with the Financial Advisers (FAs).
- x) Most autonomous bodies are given 100% deficit grants. These shall be reduced in a graded manner by 5% in successive years, i.e. to 95% in the first year, 90% in the second year and so on, in respect of such bodies which have the potential of raising resources.
- xi) Timely repayment of loans provided by the Government to the PSUs and payment of fees/charges on Government Guarantees should also be monitored by the FAs.
- xii) There shall be a mandatory 10% cut in the budgetary allocation for non-plan, non-salary expenditure, including OTA/ honorarium. No re-appropriation of funds to augment these heads of expenditure would be allowed. Austerity must be reflected in furnishing of offices/offices at residences. The expenditure limit prescribed for these purposes shall be strictly enforced.
- xiii) Utmost economy should be exercised in use of staff cars and other official vehicles. In accordance with the ceiling prescribed at Sl. No. (xi), there shall be a 10% cut in the consumption and allocation of funds for expenditure on POL and travel.
- xiv) Foreign travel should be restricted to unavoidable official engagements. There shall be a ban on foreign travel for Study Tours, Seminars, Workshops etc. funded by the Govt. of India except for annual and other formal meetings of bilateral/multilateral bodies viz. IMF, World Bank, WHO, ILO, Joint Commissions, etc. Size of official delegations, where foreign travel is unavoidable, shall be restricted to the bare minimum.
- xv) The rate of per diem allowance for travel abroad to all countries and for all categories, officials/ non-officials belonging to Government, autonomous institutions and PSUs shall continue to be depressed by 25% as at present.
- xvi) Utmost austerity will be observed in organizing conferences/seminars/workshops. All grants being given for such purposes would be reviewed by Department of Expenditure.
- xvii) Ban on creation of Plan and Non-Plan posts will continue. Any unavoidable proposals for the creation of plan posts including Groups 'B', 'C' and 'D' posts shall continue to be referred to the Ministry of Finance (Department of Expenditure) for approval.

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- xviii) Every Ministry/Department shall undertake a review of all the posts which are lying vacant in the Ministry/Department and in the Attached and Subordinate Offices, in consultation with the Ministry of Finance (Department of Expenditure). FAs will ensure that this review is completed in a time bound manner (and, in any event, not later than 31.10.2004) and full details of vacant posts in their respective Ministries etc., are available. Till the review is completed, no vacant posts shall be filled up except with the approval of the Ministry of Finance (Department of Expenditure).
- xix) Implementation of existing instructions concerning abolition of posts should be ensured.
- xx) Purchase of new vehicles is banned until further orders. Exceptions will be allowed only for meeting the operational requirements of Defence, Central Para Military Forces, etc. New vehicles shall not be purchased even in replacement of condemned vehicles. Hiring of private vehicles from outside shall be limited to the number of vehicles condemned.
2. Secretaries to the Government of India and Financial Advisers are requested to ensure strict compliance of the above instructions.

*D. Swarup*  
(D. Swarup) 24/9/21  
Secretary to the Government of India

To

1. All Secretaries to the Government of India (By Name)
2. All FAs (By Name)
3. All Heads of Public Sector Enterprises

2004 FRI 12:00

U/s Memo DATED 23.06.04

11.06.04

P. 01

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Fax No. 011744430059

No. 48-9/2003-IFD  
Government of India  
Ministry of Human Resource Development  
Department of Secondary & Higher Education  
Integrated Finance Division  
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Shastri Bhawan, New Delhi  
Dated the 23<sup>rd</sup> June, 2004

To,  
The Registrar,  
National Institute of Technology,  
Kharagpur - 751 019.

**Subject: Minutes of the 3<sup>rd</sup> meeting of the Finance Committee (FC) of  
NIT, Kurukshetra held on 26.5.2004**

Sir,  
I am directed to refer to your letter No. N/3<sup>rd</sup>/FC/4173/73 dated 9.6.2004 and to say that the Minutes of the 3<sup>rd</sup> FC meeting held on 24<sup>th</sup> May 2004 have been gone through. The following amendments in the Minutes may please be made:-

**Item No. 3.5** It may be noted, however, that in the event of rate of interest on CDF investments being less than 7% during 2004-05, if at all, payment of interest on CDF balances of the subscribers will accordingly be made at lesser rate.

**Item No. 3.6** Minutes may be suitably modified in view of the comments indicated as under:-

"HD did not support the proposal to increase the contribution from Government budget to the Staff Welfare Fund. However, since the contributions fixed were very ok, the FC recommended to the BOG that the proposal of the Institute to enhance the contribution of Staff Welfare Fund as per details furnished in the agenda items be approved. It is reiterated that Government contribution cannot be increased under the circumstances.



**Item 5.2 To note follow up action taken on the minutes of 3<sup>rd</sup> meeting of the Finance Committee held on 24.5.2004.**

The recommendations of the Finance Committee made in its 3<sup>rd</sup> meeting held on 24.5.2004 were approved by the Board of Governors in its 6<sup>th</sup> meeting held on 30.9.2004. The actions taken on the recommendations are reported in Annexure B pages from 15 to 16.

The Finance Committee may note.

- 1.1 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.2 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.3 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.4 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.5 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.6 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.7 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.8 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.9 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.
- 1.10 To note follow up action taken on the recommendations of the Finance Committee held on 24.5.2004.



<u>Item</u>	<u>Subject</u>	<u>Annexure B</u> <u>Item 5.2</u> <u>Action Taken</u>
3.1	To confirm the minutes of 2 <sup>nd</sup> Meeting of the Finance Committee, National Institute of Technology, Kurukshetra, held on 10.9.2003.	No action is required.
3.2	To note follow up action taken on the minutes of 1st meeting of the Finance Committee held on 8.11.2002.	Action Taken.
3.3	To note follow up action taken on the minutes of 2 <sup>nd</sup> meeting of the Finance Committee held on 10.9.2003.	Action taken.
3.4	To consider and approve Annual Accounts of National Institute of Technology, Kurukshetra For the year 2003-2004.	As per advice of the AG(Audit),Haryana further action taken to consolidate the Annual Accounts for for 2003-2004 Action taken.
3.5	To consider rate of interest of C.P.F. balances of the subscribers for the period 1.4.2004 to 31.3.2005.	Action taken.
3.6	To consider enhancement of Staff Welfare Fund	Action taken.
3.7	To consider Medical Reimbursement to Sh. R.P.S. Lohchab, Registrar, National Institute of Technology, Kurukshetra on account of Chronic Disease.	Action taken.
3.8	To note the action taken by the Institute to make purchases above Rs. 2.00 lac and upto Rs. 3.00 lac per item.	No further action is required to be taken.
3.9	To note the position of Research Schemes/Projects sanctioned to the Principal Investigators	No further action is required to be taken.
3.10	To consider conveyance allowance to Dr. K.K.Nagpal, Sr. Medical Officer and Dr.(Mrs.) S. Mangwana, Lady Medical Officer of the Health Centre, National Institute of Technology, Kurukshetra on Central Govt. pattern.	Action being taken.

- |      |  |                     |
|------|--|---------------------|
| 3.11 | To consider the request of Sh. V.P. Wani, Workshop Supdt. of the Institute for the grant of pay scale of Rs. 12000-420-18300 as per AICTE norms. | Action being taken. |
| 3.12 | To consider the position of outstanding advances Against PWD.  | Action taken.       |

**Item 5.3 To note follow up action taken on the minutes of 4<sup>th</sup> meeting of the Finance Committee held on 29.10.2004.**

The recommendations of the Finance Committee made in its 4<sup>th</sup> meeting held on 29.10.2004 were placed before the Board of Governors in its 7<sup>th</sup> meeting held on 19.2.2005 for ratification. The actions taken on the recommendations of the Finance Committee are reported in Annexure C pages 18 to \_\_\_\_\_.

The Finance Committee may note.

Annexure C

Item 5.3

<u>Item</u>	<u>Subject</u>	<u>Action Taken</u>
4.1	To confirm the minutes of the 3 <sup>rd</sup> meeting of the Finance Committee, National Institute of Technology, Kurukshetra held on 24.5.2004.	No further action required to be taken
4.2	To note follow up action taken on the minutes of the 3 <sup>rd</sup> meeting of the Finance Committee held on 24.5.2004.	No further action is required
4.3	To consider the Revised Budget Estimates for 2004-2005 and Original Budget Estimates for 2005-2006 for Undergraduate Courses.	No further action is required
4.4	To consider Revised Budget Estimates for the year 2004-2005 and Original Budget Estimates for the 2005-2006 for Post Graduate Courses.	No further action is required
4.5	To note Fee Structure from the students admitted under DASA, SAARC & ICCR Scheme for the year 2004-2005 onwards.	No further action is required
4.6	To consider engagement of Dental Surgeon on part-time	Action is being taken.
4.7	To note the position of Research Schemes/Projects sanctioned to the Principal-Investigators.	No further action is Required.
4.8	To note action taken by the institute to make purchases above Rs. 2.00 lacs and upto Rs. 3.00 lacs per item.	No further action is Required.

**Item 5.4 To consider and approve Annual Accounts of the National Institute of Technology, Kurukshetra for the year 2004-2005**

The Institute gets its Annual Accounts approved from the Chairman, Board of Governors/Board of Governors of the Institute in terms of Govt. of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi D.O. No. 11019/13/82-T.4 dated 12.2.1982 (copy enclosed as Annexure  D  page  22  to        ).

The Annual Accounts duly certified by the Accountant General(Audit), Haryana alongwith Audit Report are then to be submitted to the Ministry of Human Resource Development, Department of Secondary & Higher Education, New Delhi for placing before the Parliament.

The Finance Committee in its 64<sup>th</sup> meeting held on 5.12.1991 while considering Audit Report on Accounts of the Institute for the year 1990-91 recommended as under:

“The Finance Committee considered and noted the Audit Report and Annual Accounts of the College for the year 1990-91 duly certified by the Accountant General(Audit), Haryana.

The Finance Committee, however, desired that in future the Annual Accounts of the College should be first put up to the Finance Committee before these are got approved from the Chairman, Board of Governors/Board of Governors of the College.”

The Annual Accounts for the year 2004-2005 which are enclosed as Annexure  E  with the Agenda have been prepared in the following parts:

- (1) **Main Current Account**
  - (i) Balance Sheet
  - (ii) Income and Expenditure Account
  - (iii) Schedules
  - (iv) Receipt and Payment Accounts
  
- (2) **Scheme Accounts**
  - (i) Balance Sheet
  - (ii) Income and Expenditure Accounts
  - (iii) Receipt and Payment Accounts

- (3) **World Bank Project (TEQIP)**  
(i) Balance Sheet  
(ii) Schedules  
(iii) Receipt and Payment Accounts
- (4) **Ex-employee A/c, SWF A/c and Merit Scholarships Account.**  
(i) Statement of Accounts

Receipts & Payments Account for the year 2004-2005 in respect of all the accounts is as under:

<b>I.</b>	<b>Main Current Account</b>	<b>Rs. In lacs</b>
	<b>Receipts</b>	
(a)	Opening Balance as on 1.4.2004	2295.32
(b)	Grant received from Govt. of India	1072.50
(c)	Other receipts including tuition fee, interest earned, lease of land & CPF account etc.	940.69
	<b>Total</b>	<b>4308.51</b>
	<b>Payments</b>	
(d)	Establishment & other Administrative expenditures	979.81
(e)	Plan Grant expenditure including Payment made as advance to PWD/NBCC	418.71
(f)	Expenditure on account of Refundable deposits etc.	575.93
(g)	Unspent balance as on 31.3.2005	2334.06
	<b>Total</b>	<b>4308.51</b>
<b>II.</b>	<b>Schemes Account</b>	
	<b>Receipts</b>	
(a)	Opening balance as on 1.4.2004	103.04
(b)	Grant received from Funding Agencies	33.76
(c)	Other receipts	6.54
	<b>Total</b>	<b>143.34</b>

	<b>Payments</b>	
(d)	Stipend, Scholarship, Fellowship, Other Adm. Exp. & TA/DA etc.	31.64
(e)	Amount refunded to the Funding Agency	7.41
(f)	Advance paid & adjusted	7.91
(g)	Unspent Balance as on 31.3.2004	96.38
	<b>Total</b>	<b>143.34</b>
<b>III</b>	<b>World Bank Project (TEQIP)</b>	<b>Rs. In lacs</b>
	<b>Receipts</b>	
(a)	Opening Balance as on 1.4.2004	728.76
(b)	Travel Grant received from AICTE	1.34
(c)	Other receipts including tuition fee, interest earned, Earnest Money etc.	43.10
	<b>Total</b>	<b>773.20</b>
	<b>Payments</b>	
(d)	Expenditure on goods, Operation & Mtc. Cost, Books & LRS, Training, Workshop etc.	127.33
(e)	Unspent Balance as on 31.3.2005	645.87
	<b>Total</b>	<b>773.20</b>
<b>II.</b>	<b>Ex-emoloyees A/cs, SWF A/cs, Merit Scholarship A/cs</b>	
	<b>Receipts</b>	
(a)	Opening balance as on 1.4.2004	25.94
(b)	Amount received including interest earned	45.64
	<b>Total</b>	<b>71.58</b>
	<b>Payments</b>	
(c)	Expenditure incurred	6.46
(d)	Unspent Balance as on 31.3.2005	65.12
	<b>Total</b>	<b>71.58</b>

The Finance Committee may consider and approve the Annual Accounts of the Institute for the year 2004-2005 so that the same could be handed over to the Audit Party of the AG(Audit), Haryana for verification and certification.

Prof. C.S. Jha,  
Educational Adviser (F)

ABREXURE  
JFSL No. 15.4

D.O. H. 11019/13/82-T.4  
Government of India,  
Ministry of Education & Culture  
(Department of Education)  
New Delhi

February 17, 1982.

Subject: Preparation of Annual Reports/Audit Reports  
in both versions for the year 1981-82.

Dear Prof. Raul,

Kindly refer to my D.O. No. H.11019/7/81-T.4 dated 5th February, 1981 wherein I had informed you that the final accounts of your College should be made available to the concerned A.Gs latest by 30th June of the concerned year.

In spite of the clear instructions from the Ministry it has been reported by the Comptroller & Auditor General of India, New Delhi that only six Regional Engineering Colleges were able to submit their accounts by 30th June. These Colleges are Jaipur, Kurukshetra, Rourkela, Surat, Surathkal, and Warangal. The Accounts of Regional Engineering Colleges at Bhopal, Calicut, Durgapur and Pringagar were received by the concerned A.Gs on 2nd, 4th, 9th and 17th July, 1981 respectively. Rest of the Colleges have submitted the accounts very late. The Comptroller and Auditor General has time and again informed this Ministry that it is not possible for the concerned A.Gs to finalise the Audit Report of the concerned College if the final accounts duly approved by the Board of Governors of the respective institutions are not made available to the concerned A.Gs by 30th June of the concerned year. The Committee on papers laid on the Table of the Parliament has also adversely commented in this matter and has desired that in future Annual and Audit Reports of the Regional Engineering Colleges must be placed before the Parliament within the scheduled time i.e. latest by 31st December of the concerned year.

In the circumstances, I once again advise you to take personal interest in the matter and see that the final accounts of your College for the year 1981-82 duly approved by the Chairman, Board of Governors of your College are submitted to the concerned A.G. before 30th June, 1982 and this Ministry be informed accordingly. Here I may like to advise you that institutions defaulting to meet this deadline may face suspension of Central Government grants in future.

With kind regards,

Yours sincerely,

31/-  
( C S Jha )

Prof. B K Raul,  
Principal  
Regional Engineering College,  
KURUKSHETRA



**Item 5.5 To consider the rate of Interest on C.P.F. balances of the subscribers for the period 1.4.2005 to 31.3.2006.**

Rule 5 of the Contributory Provident Fund of the Institute provides that interest at the rate fixed by the Board of Governors from time to time is to be credited to each subscriber's account half-yearly. Further, on the recommendations of the Finance Committee, the Board of Governors in its meeting held on 11.3.68 decided that the Institute should normally allow the same rate of interest as it earns from the investments on long terms deposits after sufficient margin for adjustment.

The Institute has invested C.P.F. liabilities of Rs. 1880.00 lacs in fixed deposits/CLTD with the State Bank of India, NIT, Kurukshetra/Canara Bank, Kurukshetra as per details given below:

<b>Sr. No.</b>	<b>Amount invested (Rs. In Lacs)</b>	<b>Agency with which deposited</b>	<b>Rate of Interest for the financial year 2005-2006</b>
1.	1880.00	State Bank of India, NIT, KKR	5.75 to 8%
2.	100.00	Canara Bank, KKR	5.76%

The average rate of interest to be earned during the financial year 2005-2006 will be @ 7.10%(app.) per annum as per investment with various agencies.

It is not out of place to mention that there has been saving in the CPF Account due to retention of 0.5% as margin money as such the Institute is in position to credit interest @ 7% for the year 2005-06.

The Finance Committee may consider and make recommendations to the Board of Governors that interest on C.P.F. balances of the subscribers be paid @ 7.00% per annum for the period from 1.4.2005 to 31.3.2006.

**Item 5.6 To consider the request of Dr. Ashwani Kumar, Lecturer, EED, for waiving off registration fee paid for International Conference.**

Dr. Ashwani Kumar, Lecturer, Electrical Engg. Deptt. of the Institute was allowed to attend International Conference on Energy, Information Technology and Power Sector from January 28-29, 2005 at Science City, Kolkata. Accordingly an amount of Rs. 5,000/- was paid by the Institute to the Organizers of the Conference.

Due to mishappening in his family, Dr. Ashwani Kumar could not attend the above Conference and he requested the Organizing Authority to refund the amount of registration fee paid by the institute. In response to the letter of Dr. Ashwani kumar, the Organizing Secretary PEITSICON-2005, Reader, EED, Jadavpur University, Kolkata informed that registration fee can not be refunded.

Generally, the Institute does not waive off such amount paid towards registration fee but in this case the circumstances were beyond the control of Dr. Ashwani Kumar and he deserves sympathetic consideration.

The matter is placed before the Finance Committee for consideration.

**Item 5.7 To note the position of Research Schemes/Projects sanctioned to the Principal Investigators.**

The Institute has been getting large number of Schemes for Modernization & Removal of Obsolescence, Thrust Areas and Research & Development Schemes from the Ministry of Human Resources Development/AICTE and other funding agencies since long. On completion of Schemes/Projects, the Utilization Certificate/Progress Reports are sent to the funding agencies invariably.

The Govt. of India, Ministry of Human Resource Development, Deptt. of Secondary & Higher Education have desired that status of each Scheme/Project may be placed before the Finance Committee/Board of Governors.

On the basis of information received from the Principal-Investigators of the Schemes/ Projects, consolidated report in this regard has been prepared and is placed as Annexure F page 26 to 27.

The Finance Committee may note.

Sr. No.	Name of the Scheme/Project	Name of the Principal Investigator (Dr./Sh.)	Year of Grant of Scheme	Year of Completion of Scheme	Amount Sanctioned (Rs. in lacs)	Interest Credited in the Scheme Account	Amount available as on 30.4.2005	Status of the Scheme
1.	Evaluation of Casual Factors of Road Accidents	S.N. Sachdeva	4/2000	9/2005	8.00	0.17	1.31	Scheme Extended
2.	Depository for Literature/ Material/Case Studies	Rajender Kumar	5/2002	9/2005	8.10	0.23	2.32	Scheme in Progress
3.	IIPC	S K Sharma	5/2002	3/2006	7.50	0.28	1.90	Extended upto 31.3.2006
4.	UFUP-32310 Scheme	J K Quamara	9/2002	9/2005	1.88	0.02	0.58	Scheme in Progress
5.	DRDO Scheme Charge Transport and Space Charge	-do-	11/2003	-	19.76	0.94	5.04	-do-
6.	CSIR Scheme (Research Associateship)	-do-	6/2003	-	2.76	0.04	0.05	-do-
7.	Macrocycles in Synthetic Modules	D P Singh	4/2003	6/2006	1.46	0.06	0.35	-do-
8.	Groundwater Recharge Through – Rain Water Harvesting	Baldev Setia	3/2003	3/2006	12.00	0.79	11.29	-do-
9.	Mod. Of Instrumentation Lab.	Lillie Dewan	4/2003	3/2005	7.00	0.38	0.98	Scheme being got extended
10.	Mod. Of Computer Centre	Mayank Dave	4/2003	3/2005	15.00	0.79	9.35	-do-

11.	Mod. Of Power System Lab.	R S Bhatia	4/2003	3/2005	7.00	0.37	4.16	Scheme being got extended
12.	Investigation on Custom Power Quality	S P Jain	4/2003	9/2006	6.00	0.37	5.38	Scheme in Progress
13.	Studies of Different Contra Schemes for Robots	M K Soni	4/2003	9/2006	5.00	0.28	3.06	-do-
14.	Application of Multi-level inverters in Power Systems	Ratna Dahiya	4/2003	9/2006	4.00	0.23	2.62	-do-
15.	Automation Power Distribution System	L M Saini	4/2004	4/2007	7.00	0.31	4.87	-do-
16.	Lab. Enhancement under MPEEE	V K Sehgal	4/2004	-	13.50	0.75	13.44	-do-
17.	UGC Scheme(JRF)	S K Chakarvarty	5/2004	-	1.11	0.06	1.17	-do-
18.	CSIR Scheme	Dinesh Kumar	4/2004	-	1.28	0.01	0.67	-do-
19.	FIST Scheme	V K Arora	8/2004	-/2009	15.00	0.22	14.82	-do-

**Item 5.8 To consider the reimbursement of Medical expenses of Sh. Harjeet Singh, Lab. Attendant.**

Sh. Harjeet Singh, Lab. Attendant has claimed reimbursement of medical expenses amounting to Rs. 1,15,286/- incurred by him on his father indoor treatment at PGI, Chandigarh from 6.12.2004 to 9.12.2004.

The medical reimbursement claim of Sh. Harjeet Singh has been admitted by the Institute to the tune of Rs. 1,15,286/- which is in order. He has got an advance of Rs. 90,000/- for this purpose.

The claim of medical reimbursement exceeds the power of Director, which is upto Rs. 50,000/- in each case.

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

**Item 5.9 To consider reimbursement of expenses incurred on treatment of wife of Dr. M.L.Garg, Assistant Professor, Mathematics Department.**

Dr. M.L. Garg, A.P., Mathematics Department vide his application dated 18.9.2004 has intimated that his wife was suffering from Harnia and other diseases and she took treatment in Kailash Hospital, Noida. She remained in the above said hospital from 16.2.2004 to 23.2.2004. He preferred medical reimbursement claim on 27.9.2004(after a gap of seven months) to the tune of Rs. 39,243/-.

According to the Central Government Medical Rules, Medical Reimbursement Claim are to be submitted within three months from the date of completion of treatment. However, Medical Reimbursement Bill has been submitted on 27.9.2004 i.e. after a gap of seven months.

After having discussed the whole issue in the office of AG(Audit) Haryana, Chandigarh and having gone through the Central Medical Attendance Rules, it has been revealed that Dr. M.L. Garg is entitled for a total amount of Rs. 16,593/- as per details given below:

a)	Package deal	Rs. 12,928/-
b)	15% of the package deal	Rs. 1,939/-
c)	Doctor visit fee after operation @ Rs. 61/- per visit.	Rs. 183/-
d)	Dressing charges	Rs. 40/-
e)	Cost of medicines from the date of discharge	Rs. 1,503/-
	<b>Total</b>	<b>Rs. 16593/-</b>

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

**Item 5.10 To consider release of detained amount to Sh. S.K. Chhabra, Ex-Assistant out of Ex-employees Account**

The Audit Party from the Office of the Accountant General(Audit) Haryana, while conducting the audit of our Institute for the year 2000-2001 had raised an objection that pay of Sh. S.K. Chhabra, Ex-Assistant had not been fixed correctly w.e.f. 1.1.1994 when the State Government granted Higher Standard Pay Scales effective from 1.1.1994. The Audit Party had raised the objection about the pay fixation of the above official from 1.1.1980 when he was elevated to the post of Accounts Clerk. The objection raised by the Audit was not justified and hence we gave our best reply to the Audit Party.

Since there was audit objection, the leave encashment of Sh. S.K. Chhabra amounting to Rs. 92,220/- (Rupees ninety two thousand two hundred twenty only) was not released to him at the time of his retirement and it was transferred in the Ex-employees Account in the Bank ( this account was introduced with the approval of the Board of Governors in its 3<sup>rd</sup> meeting held on 6.10.2003).

The Audit Party has now dropped the said objection and hence it is proposed that the amount payable to Sh. S.K. Chhabra may be released along with Bank interest to be allowed by the Bank.

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



Item 5.11 To note action taken by the Institute to retain a sum of Rs.83978/- out of Leave Encashment of Sh.Kirpal Singh, Ex-Deputy Supdt..

Sh.Kirpal Singh was allowed Selection Grade of Rs.700-1250 w.e.f.11.09.1984 along with other eligible employees in terms of the Haryana Government letter No.10/7/5/PR-(FD)-84 dated 11.09.1984 as per recommendations of SAAC taken in its 6<sup>th</sup> meeting held on 29.07.1988 as ratified by the Board of Governors in its 72<sup>nd</sup> meeting held on 04.11.1988. On his request, Sh.Kirpal Singh was allowed to opt his revised pay scale w.e.f.01.09.1986 instead of 10.04.1986 and accordingly his pay was fixed in revised pay scale of Rs.1600-2660 as Head Asst. as he was also allowed to defer his promotion as Head Assistant to 01.09.1986.

The Audit Party while conducting the audit of the Institute for the year 2000-2001 raised an objection on the pay fixation of Sh.Kirpal Singh that consequent upon the revision of pay scales of the non-teaching employees of the Institute during the general pay revision, the pay of Sh.Kirpal Singh should have been fixed in the revised pay scale on his elevation to the post of Head Assistant w.e.f.10.04.1986 and not from 01.09.1986.

The Audit also raised an another objection while conducting the audit of the Institute for the year 2001-2002 that the special pay @ Rs.150/- per month to the Deputy Superintendent in different departments of the Institute is not allowable w.e.f.01.03.1991 in terms of F.D. Haryana Circular letter No.14/488(9)/PE(FD)A-III dated 15/18.02.1991.

The above audit paras still stand inspite of suitable replies given by the Institute to the A. G. Haryana, Chandigarh.

Keeping in view of the above position, a sum of Rs.69017/- & Rs.14961/- and (total Rs.83978/-) due to the audit objections on the pay fixation and special pay respectively have been retained out of leave encashment of Sh.Kirpal Singh as he has retired from the services of the Institute on 28.02.2005(AN) on his superannuation.

The Finance Committee may note the action taken by the Institute.

**Item 5.12. To approve the action taken by the Institute to retain a sum of Rs.242732/- from Sh.Kashi Ram, Ex-Restorer for final settlement of Court case pending in Hon'ble Supreme Court of India.**

In compliance of the orders dated 26.09.2002 passed by Hon'ble Punjab & Haryana High Court, Chandigarh in C.W.P. No.16828 of 2001 titled Kanshi Ram, Restorer (Now Retired) & Others V/s State of Haryana & Others, Sh.Kanshi Ram was allowed 2<sup>nd</sup> ACP Pay Scale of Rs.5000-150-7100-EB-150-7850 with arrears of pay w.e.f.01.01.1996 vide office letter No.GA-II/1128 dated 17.02.2003.

Later on it was informed vide letter No.983 dated 23.04.2003 by the Technical Education Commissioner & Special Secretary to the Government of Haryana, Chandigarh that the Government of Haryana has filed an S.L.P. in Hon'ble Supreme Court of India, in C.W.Ps. No.16828 of 2001, 16825 of 2001, 18204 of 2001 & 18200 of 2001 titled Kanshi Ram & Others, Bhim Chand & Others, G.S.Dua and Navneet Sethi & Others V/s State of Haryana & Others respectively. A copy of above said Government letter dated 23.04.2003 was endorsed to all the petitioners vide endorsement No.GA-II/2003/2349-63 dated 01.05.2003.

It was also therefore made ample clear to all the petitioners of the above said C.W.Ps. vide letter No.GA-II/350 dated 13.01.2004 that in case Hon'ble Supreme Court of India takes decision in favour of the Government of Haryana in S.L.P. under reference, the amount already paid to them as arrear as well as the amount being paid along with the monthly salary towards grant of A.C.P. in terms of the decision of Hon'ble High Court, Chandigarh will be recovered from them in lump-sum along with interest @ of 12% per annum. They were also given an opportunity to opt for the drawl of salary as per earlier pattern/rate prior to implementation of the decision of Hon'ble High Court, Chandigarh in the C.W.Ps. under reference. The orders of Hon'ble Supreme Court of India in the matter are still awaited.

Sh.Kanshi Ram, Restorer retired on 28.02.2005(AN) from the services of the Institute and an amount of Rs.242732/- has been retained for final settlement of Sh.Kanshi Ram till the Court case is pending in Hon'ble Supreme Court of India. The same amount has been deposited in a separate Bank Account of S.B.I., N.I.T.Kurukshetra (Ex-Employees Account) in the light of decision of the B.O.G. taken in its 3<sup>rd</sup> meeting held on 06.10.2003 till the Court case is decided.

The Finance Committee may approve above action taken by the Institute.

**Item 5.13 To consider payment of TA for the journeys undertaken by Car/Taxi.**

Since the inception of the Institute, we have been following TA/DA Rules of the State Government. As per State Government Rules, the employees having Basic Pay of Rs. 10,500/- and above are entitled to travel by Car/Taxi and the payment of mileage allowance is paid as per the rates fixed by the State Government from time to time.

Consequent upon conversion of REC to NIT, the Central Government has issued guidelines relating to Service Rules of the employees. One of the rules relates to adoption of TA/DA rules on the Central Government pattern. The State Government Rules are, by and large, on Central Government pattern with certain changes. As per Central Govt. TA/DA Rules, the entitlement has been mentioned for various categories of employees for undertaking journeys under SR-46 but restriction has been imposed for regulating the payment of TA as under:

**“Restricting road mileage for travel by own car/full taxi between places connected by rail to rail fare of entitled class”.**

Due to switching over to the Central Government TA Rules, the employees of the Institute are facing difficulties in undertaking journeys by own Car/Taxi. Most of the faculty members are drawing Basic Pay @ more than Rs. 10,500/- per month. They have to visit Delhi, Chandigarh and nearby cities/towns for attending urgent official meetings and are required to undertake journeys to and fro almost on the same day in the interest of the Institute. They are also required to undertake field-journeys in Haryana and nearby areas for the purpose of carrying out consultancy jobs as entrusted to them by the Institute. It becomes almost difficulty to undertake the aforesaid journeys without own Car/Taxi.

Relevant abstract from SR-46 of Government of India TA Rules reads as under:

**“In places where prescribed rates not available – Various circles are facing difficulties in setting T.A. claims of those officials, who had undertaken journey by own Car/Taxi/Scooter/Auto rickshaw on tour. According to Government of India**

orders below SR 46, these T.A. claims are settled on the basis of rates prescribed by Transport Authorities, it becomes difficult to make payment at prescribed rates.

2. The matter has been examined in consultation with Ministry of Finance, Department of Expenditure and it has now been decided, that the rates of road mileage allowance may be fixed on the basis of prevailing rates in the Metropolitan city of a particular State and, if no rates have been fixed, then the rates of the neighbouring States may be adopted. However, if no such rates have been prescribed, the following rates of road mileage allowance may be fixed subject to other conditions governing grant of Road Mileage Allowance and regulations of T.A. claim as per the orders issued on the subject from time to time.

- |     |   |               |
|-----|---|---------------|
| (1) | For journeys performed in own Car/Taxi              | Rs. 8 per km  |
| (2) | For journeys performed by Auto rickshaw/<br>Scooter | Rs. 4 per km" |

To resolve the issue it is proposed that the Director may be authorized to sanction travel by own/Car/Taxi if the distance both ways is upto 400 kms in respect of those staff members who are actually entitled to travel by own Car/Taxi as per Central Government Rules under SR-31 which **provides full rate of road mileage, if public interest is involved** and allow TA as per the State Government rate which at present is Rs. 6/- per km by own Car/Taxi and Rs. 3/- per km by rickshaw/auto rickshaw etc.

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

**Agenda Item No. 5.14** To note action taken by the Institute to make Purchases **above Rs. 2.00 lacs and upto Rs. 3.00 lacs per item.**

The Director of the Institute was empowered before implementation of New Purchase Rules to purchase goods/equipments upto Rs. 3.00 lacs per item other than on Rate Contract. The purchases made above Rs. 2.00 lacs and upto Rs. 3.00 lacs per item were required to be reported to Finance Committee/Board of Governors for information.

The Purchases made upto March 2004 by the Institute above Rs. 2.00 lacs and upto Rs. 3.00 lacs per item have already been reported to the Finance Committee in its 4<sup>th</sup> meeting held on 29.10.2004 and the purchases made upto November, 2004 before implementation of New Purchase Rules are reported to the Finance Committee as per details given below :-

Sr. No.	Name of the Suppliers	Items	Qty.	Amount Rs.
1.	M/s. Onward Novell Software(I) Pvt.Ltd., New Delhi (P.O.No.SO/CCN/601/6595-98 dt.9.9.2004) (supply received in Nov.2004)	Net Mail Server (1700 Users) Mail Server for CCN Department	01	2,88,400/- + 4% CST
2.	M/s. National Instruments Corporation, USA (P.O.No.SO/SKE/501/6478 dt.31.08.2004) (supply received in Nov. 2004)	i) NI Labview Software ii) Hardware to work with Labview Software for Electrical Engineering Department	01 01	\$ 5,495/- Rs.2,52,770/- \$ 3,540/- Rs.1,62,840/-

The Finance Committee may note action taken by the Institute to purchase the above items.

**Item 5.15 To consider and approve the minutes of the 3<sup>rd</sup> meeting of the Building & Works Committee, National Institute of Technology, Kurukshetra held on 26.4.2005.**

The minutes of the 3<sup>rd</sup> meeting of the Building & Works Committee held on 26.4.2005 were circulated to all the members of the Committee vide letter No. EO/3674/2559 dated 28/29.4.2005. The minutes of enclosed as Annexure G page 37 to 40 . The Agenda of the meeting is enclosed as Annexure H to the Agenda Item.

The Finance Committee may consider & approve the minutes of the 3<sup>rd</sup> meeting of Building & Works Committee of the Institute as mentioned above.

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

PROCEEDINGS OF 3<sup>RD</sup> MEETING OF BUILDING & WORKS COMMITTEE,  
NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA HELD ON  
26.4.2005 AT 11:00 AM IN THE OFFICE OF DR. G L JAMBHULKAR, DEPUTY  
EDUCATIONAL ADVISOR (NITS), GOVT. OF INDIA, MINISTRY OF HUMAN  
RESOURCE DEVELOPMENT, DEPARTMENT OF SECONDARY & HIGHER  
EDUCATION, SHASTRI BHAWAN, NEW DELHI.

**PRESENT:**

- |    |  |                  |
|----|--|------------------|
| 1. | Dr. N P Mehta<br>Director,<br>National Institute of Technology,<br>Kurukshetra.  | Chairperson      |
| 2. | Dr. G L Jambhulkar,<br>Deputy Educational Advisor (NITs),<br>Govt. of India, Ministry of Human Resource Development,<br>Department of Secondary & Higher Education,<br>Shastri Bhawan, New Delhi | Member           |
| 3. | Shri Amitabha Basu,<br>Group General Manager, RBG Head(N),<br>NBCC Ltd., NBCC Place,<br>Bhishma Pitahma Marg, Pragati Vihar,<br>New Delhi-110003.  | Member           |
| 4. | Dr. Krishna Gopal, Dean (P&D),<br>NIT, Kurukshetra   | Member           |
| 5. | Dr. R C Bhattacharjee,<br>Prof. I/C(Estate & Constn.)<br>NIT, Kurukshetra.   | Invitee          |
| 6. | Sh. Kapil Sharma,<br>M/S. S.K.Integrated Consultant,<br>280, Deepali Enclave, Pitam Pura,<br>Delhi.  | Invitee          |
| 7. | Sh. R P S Lohchab<br>Registrar,<br>NIT, Kurukshetra.   | Member-Secretary |

The meeting of Building & Works Committee of NIT, Kurukshetra started with a welcome note for the incoming Chairperson Dr. N.P Mehta, Director, NIT, Kurukshetra and a vote of thanks for the out going Chairperson Dr. S N Mahendra, Ex-Director, NIT, Kurukshetra.

The minutes of the meeting are as under:

**Item No. 3.1 To confirm the minutes of 2<sup>nd</sup> meeting of Building & Works Committee (BWC) held on 27.08.2004**

The Building & Works Confirmed the minutes.

**Item No. 3.2 To report the action taken on the minutes of the 2<sup>nd</sup> meeting of Building & Works Committee held on 27.8.2004**

The Building & Works Committee noted the action taken on the minutes of the 2<sup>nd</sup> meeting of the Building & Works Committee and expressed satisfaction over the progress of the work in the Institute.

**Item No. 3.3 To consider & approve the final expenditure for Construction of 7 Nos. New labs. in Mechanical Engineering Department and 2 Nos. labs. in Computer & Electronics Engineering Department (Computer Engineering Block)**

The Building & Works Committee approved the revised final expenditure of Rs. 149.91 lacs for the construction of 7 Nos. New labs. in Mechanical Engineering Department and 2 Nos. labs. in Computer & Electronics Engineering Department (Computer Engineering Block).

**Item No. 3.4 To consider and approve the final cost of Construction of additional 200 seater Girls' Hostel**

The Building & Works Committee approved the revised cost of Rs. 443.31 lacs for the construction of additional 200 seater Girls' Hostel. The committee desired that the building be taken over at the earliest and put to use from the next academic session.



- Item No. 3.5 **To consider and approve the final expenditure for Special repairs/ renovation of Plastering, Flooring & PH fittings in Messes & Toilets in Hostel Nos. 1 to 5**

The Building & Works Committee approved the revised final expenditure of Rs. 120.77 lacs for Special repairs/ renovation of Plastering, Flooring & PH fittings in Messes & Toilets in Hostel Nos. 1 to 5.

- Item No. 3.6 **To consider and approve the final expenditure for the Provision of (a) Fixing of welded mesh around Volley ball court, and (b) Chain link fencing etc. around tennis court in Sports Ground**

The Building & Works Committee approved the revised final expenditure of Rs. 8.71 lacs and 9.094 lacs for (a) Fixing of welded mesh around Volley ball court and (b) Chain link fencing etc. around tennis court in Sports Ground respectively to clear the pending liabilities.

- Item No. 3.7 **To consider and approve the final settlement of liabilities against (a) Extension of Health Centre Buldg, and (b) Constn. of P.G. hostel**

The Building & Works Committee approved the revised final expenditure of Rs. 12.75 lacs and 177.8413 lacs for (a) Extension of Health Centre Building & (b) Construction of P.G Hostel respectively to clear the pending liabilities.

- Item No. 3.8 **To consider and approve the estimate for Special Repair, Renovation and miscellaneous works in the Institute**

The Building & Works Committee discussed the need for various special repairs/renovation works to be carried out in the Institute during 2005-2006. The committee desired that in addition to the maintenance works listed in the agenda note, the old/unserviceable furniture of the 1<sup>st</sup> year hostel be replaced with new one's with an additional cost of Rs. 10.00 lacs.

Keeping the above in view, the Building & Works Committee approved a sum of Rs. 70.00 lacs for Special repair/renovation and miscellaneous works in the Institute for the year 2005-2006 including Rs. 10.00 lacs for the replacement of furniture in 1<sup>st</sup> year hostel.

Item No. 3.9 **To consider and approve the RCE for construction of boundary wall etc. around hostel No. 3**

The Building & Works Committee approved the rough cost estimate of Rs. 15.74 lacs for the construction of boundary wall etc. around hostel No. 3

Item No. 3.10 **To consider evaluation report in respect of performance of NBCC**

The Building & Works Committee considered the evaluation report in respect of performance of NBCC, submitted by the High Power Committee and approved the same. Building & Works Committee, however, desired that the quantitative evaluation of the performance of NBCC vis-à-vis PWD (B&R) may be made in respect of the deposit works executed by the respective agencies in the Institute. The report of this quantitative evaluation may be placed in the next meeting of Building & Works Committee.

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

*RPS*  
(R P S LOHCHAB)  
MEMBER -SECRETARY,  
BUILDING & WORKS COMMITTEE,  
NIT, KURUKSHETRA

APPROVED

(DR. N P MEHTA)  
CHAIRPERSON,  
BUILDING & WORKS COMMITTEE,  
NIT, KURUKSHETRA

*The minutes may please  
be approved.*

*RK 27/4/2005*

*Secretary  
27/4/05*

*Approved  
NP Mehta  
27/4/2005*

**Item No. 5. To consider remuneration/perks for Proctor, Chief  
5.16 Warden, Dy.Chief Warden, Wardens and some  
administrative Officers/Officials.**

An item for the enhancement of remuneration/perks for Proctor Chief warden, Dy.Chief Warden, Wardens and some administrative Officers/Officials was placed before the Board of Governors in its meeting held on 19.2.2005 (copy of agenda item is enclosed). (Page 42 & 43)

The Board decided as under:-

- i) The remuneration and the conveyance allowance be allowed to the Chief Warden, the Deputy Chief Warden and the Wardens as per recommendations of the Board of Residences of the Institute as per details in the agenda item.
- ii) The Proctor may also be allowed the remuneration and the conveyance allowance at par with the Chief Warden.
- iii) The Board approved the recommendations regarding telephone charges to the Chief Warden, Deputy Chief Warden, the Wardens and the Officers/officials as mentioned in the agenda item in principle and desired that the Dairector may discuss the matter with the Mobile Service Provider for providing mobile phones to the Chief Warden, the Proctor, the Deputy Chief Warden, the Wardens and other needy faculty members/officers/officials. The matter may then be placed before the Finance Committee with composite proposal and expenditure involved therein.

In view of the decision mentioned at Sr.(iii) above, the Professor-in-charge, Telephones was asked to discuss the matter with Mobile Service Provider for providing mobile phones to the above officers/officials.

To examine the report submitted by the Professor-in-Charge, telephones, the Director constituted a Committee. The Committee examined the report submitted by Professor-in-Charge, Telephones and keeping in view the operational difficulties and financial burden on the Institute, the Committee recommended that such officers/officials be given fixed telephone allowance per month as proposed in the agenda item No.7.17. The user be free to choose any communication service for official purposes utilizing the allowance. The report is enclosed as Appendix I from page 44 to 45.

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

Item 7. 17 To consider remuneration/perks for Chief Warden, Dy. Chief Warden, Wardens and some administrative Officers/Officials.

At present, there is one Chief Warden, one Deputy Chief Warden and ten Wardens. The Chief Warden, Deputy Chief Warden and Wardens of the Boys Hostel are entitled to rent free accommodation and remuneration of Rs. 300/-, Rs.200/- and Rs.150/- per month. However, they are not availing the facility of rent free accommodation due to personal reasons. The above remuneration was fixed about ten years back. Due to increase in prices and services in the market, it has become mandatory to increase their remuneration/perks.

On this issue a meeting of the Board of Residences was held on 21.07.2004 and the above mentioned issue was discussed in the meeting. The Board of Residences recommended remuneration of Hostel Staff(Faculty) and introduced some facilities as under:

Designation	Remuneration	Telephone Charges (Rupees per month.)	Conveyance Allowance.
Chief Warden	500/-	1000/-	250/-
Dy.Chief Warden	400/-	750/-	250/-
Warden	300/-	500/-	250/-

In addition to the above it is further proposed that **Proctor who is performing very vital role in maintaining discipline of the students may also be given remuneration and perks at par with the Chief Warden.** The request of our Hotel Staff and the Proctor becomes significant in view of the remuneration being paid to their counterparts in other NITs/KUK and in view of the fact that their work involves lot of responsibility, time and energy.

Further it may be appreciated that some administrative Officers/Officials of the Institute are frequently using their personal phones for Officials purposes such as contacting various Legal Counsels and Officers at Kurukshetra and outside cities/towns. It is proposed that they may also be allowed the following Telephone Charges:-

Dy.Registrar(A)	Rs. 500/- p.m.
Dy.Registrar (GA)	Rs. 500/- p.m.
Dealing Assistant/ Clerk (Legal)	Rs. 350/- p.m.

The additional liability on this account will be Rs. 1.80 lac (Approx.) per annum in case the above recommendations of the Board of Residences and request of administrative Officers/Officials are accepted.

The Board of Governors may consider and decide.

A Meeting was held in the Board Room of the Institute on 17/5/2005 to examine the matter of providing mobile phones to the Proctor, Chief Warden, Wardens, and some administrative Officers/officials.

The following were present:

1. Dr.A.Swarup, Professor, Electrical Engg.Deptt. Chairman
2. Dr.Karan Sharma, Prof.-in-Charge, Telephones. Member
3. Sh.L.C.Mangwana, Deputy Registrar (GA) Member
4. Sh.R.K.Arora, Deputy Registrar (Accounts) Member

The Committee was assisted by Shri Raj Kumar, Clerk, GA Section.

The following facts were discussed in detail:

1. Information from mobile service providers has been acquired and the financial details are summarized below :

**Cost per handset**

	Tata	Reliance
Mobile	Rs.2750 (minimum) Rs. 500 (Op.cost per month) <b>Rs.3250</b>	Rs.2500 (minimum) Rs. 500 (Op.Cost per month) <b>Rs.3000</b>
WLL	Rs.1000 (Security) Rs. 500 (Op. Cost per month) Rs 882 (Connection) <b>Rs.2382</b>	Rs.1000 (Security) Rs. 500 (Op.Cost per month) Rs.800 (connection) <b>Rs.2300</b>

**In addition to above, there may be some additional charges like activation, STD facilities, exit fee etc.**

**2. Operational Difficulties**

There may be many operational difficulties in case the mobile phones be purchased and provided to various officers/officials of the Institute. A few are mentioned here:

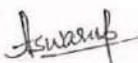
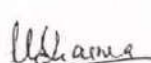
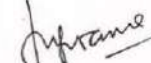
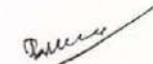
- (i) The life of mobile sets and the technology is short and fast changing.
- (ii) Tariff plans of the service providers change very frequently. It may be difficult to liason with them for

a long period of time on the same rates and conditions.

- (iii) In the event of transfer/retirement of officials the transfer of such connections would be a problem.
- (iv) Loss, repair and maintenance issues of handsets would further cause financial burden.
- (v) Purchase of sets from the local market and maintenance of accounts (connections) per month will increase the administrative burden.

In view of the above, the Committee has opined that the mobile services to be provided to the NIT officers/officials would not be financially and operationally viable.

Alternatively, the Committee recommended that such officers/officials be given fixed telephone allowance per month as proposed in the agenda item No.7.17. The user be free to choose any communication service for official purposes utilizing the allowance.

  
(A.Swarup)  (Karan Sharma)  (L.C.Mangwana)  (RK Arora)

- Item 5.17 To approve action taken by the Institute to retain the retiral benefits of Smt. Subodh Srivastava, Ex-Counter Superintendent, on account of unauthorized occupation of the Institute accommodation.

Dr. S.C. Srivastava, Professor of the Mechanical Engg. Department expired on 3.9.1993 and his wife Smt. Subodh Srivastava was allowed to retain the Institute House No. BC-6 allotted to Dr. Srivastava as rent free accommodation for a period of three months from the date of death of her husband w.e.f. 3.9.1993 under Clause-29 of the House Allotment Rules of the Institute. Further on her request, the then Principal allowed retention of House No. BC-6 to Smt. Subodh Srivastava under Clause-24 (Hardship) of House Allotment Rules upto 31.5.1994 on normal rent. Keeping in view the recommendations made by the SAAC in its meeting held on 21.4.1994 (item No. 14.4) the Board of Governors in its meeting held on 9.5.1994 approved the action taken by the Principal in allowing Smt. Subodh Srivastava to retain the Institute accommodation upto 31.5.1994 on normal rent.

Smt. Subodh Srivastava was appointed on compassionate ground as Counter Superintendent by upgrading the existing vacancy of Counter Assistant in the Library as per decision of the Board of Governors taken in its 83<sup>rd</sup> meeting held on 9.5.1994 vide item No. 83.41. She joined her duty as such on 4.6.1994.

Subsequently Smt. Subodh Srivastava was allotted House No. DB-28 (Lecturers' category house) and she was allowed to retain the said house No. DB-28 upto the end of August 1995 as per decision taken by the Board in its 85<sup>th</sup> meeting held on 16.5.1995.

Smt. Subodh Srivastava had been insisting to allot her the Lecturers' category house on regular basis although she was appointed on compassionate ground as Counter Superintendent (a non-teaching Class III post). A similar case of Smt. Ketaki Rani, Telephone-Operator-cum-Receptionist w/o Late Sh. Moti Lal, Ex-Lecturer, EC&CE Department also cropped up at that time. Smt. Ketaki Rani was appointed Telephone-Operator-cum-Receptionist after death of her



husband, Sh. Moti Lal. She was occupying House No. DB-23 (Lecturers' category house) after the death of her husband. A meeting was held on 10.6.97 under the Chairmanship of Shri Hardeep Kumar, IAS, the then Director Technical Education, Haryana, Chandigarh to consider the matter regarding retention of House No. DB-28 and DB-23 (both Lecturers' category houses) by Smt. Subodh Srivastava and Smt. Ketaki Rani respectively on regular basis. The said Committee recommended that both Smt. Subodh Srivastava and Smt. Ketaki Rani may be allowed to retain House No. DB-28 and DB-23 (both Lecturers' category houses) for a period of 5 years. **However the Board of Governors in its 90<sup>th</sup> meeting held on 25.11.1998 did not accept recommendations of the Committee and decided that both Smt. Subodh Srivastava and Smt. Ketaki Rani should be allotted houses as per their entitlement on priority basis. The Board also decided that they should vacate the Lecturers' type houses by 31.12.1998.**

Accordingly Smt. Subodh Srivastava was allotted House No. E-9 as per entitlement vide letter No. E/3604/260 dated 3.3.1999. In spite of letter No. EO/3615/377 dated 15.3.1999 & reminders dated 31.3.1999 dated 8.4.1999 & dated 20.4.1999 wherein it was categorically mentioned to vacate the House No. DB-28 and occupy the House No. E-9 as per her entitlement as decided by the Board of Governors, failing which 100% penal rent of the basic pay w.e.f. 1.1.1999 will be charged from her, Smt. Subodh Srivastava did not vacate the house No. DB-28 but she filed a case in the Learned Lower Court at Kurukshetra and got ex-parte stay which was vacated subsequently. Further she filed an appeal in the District Court and the same was accepted by the Court of Sh. Ashok Bhardwaj, ADJ Kurukshetra on 8.3.2001. Against this order the revision petition was filed by the Institute in the High Court and is pending as admitted.

She retired on 31.1.2005. It was informed by the Estate Officer of the Institute vide letter No EO/3621/996 dated 16.12.2004 that an amount of Rs. 10,08,000/- (Rupees ten lac eight thousand only) is outstanding against Smt. Subodh Srivastava as penal rent for unauthorised retention of House No. DB-28 w.e.f. 1.1.1999 to 31.1.2005 i.e. upto her superannuation. On account of penal rent of House No. DB-28, her payments of retiral benefits have been deposited in a separate Bank Account of S.B.I., NIT Kurukshetra (retired employees' account) in the light of decision of the B.O.G. taken in its 3<sup>rd</sup> meeting held on 6.10.2003 till the case is settled.

The Finance Committee may note the action taken by the Institute for further directions in this case.

Ref. File No. GA-II/24  
P.F. Smt. S. Srivastava