

**NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119**

**Agenda:** For the 6<sup>th</sup> meeting of the Finance Committee  
**Place:** Board Room of National Institute of Technology,  
Kurukshetra.  
**Date:** Friday, the 21<sup>st</sup> October, 2005 at 11.30 a.m.

<b>Item</b>	<b>Agenda</b>	<b>Page No.</b>
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6.8	To consider filling up the post of Assistant Registrar (Acs.) on deputation.	24-25
6.9	To consider the payment to the Institute standing Counsels for providing legal advice in various matters.	26
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6.11	To consider reimbursement of medical expenses of Sh. Amrao Singh, Sr. Stenographer.	32

**Item 6.1 To confirm the minutes of 5<sup>th</sup> meeting of the Finance Committee, NIT, Kurukshetra held on 22.6.2005.**

The minutes of 5<sup>th</sup> meeting of the Finance Committee held on 22.6.2005 were circulated to the members vide our letter No. A/5<sup>th</sup> FC/4009-15 dated 7.7.2005. No comments from any of the member have been received.

A copy of the minutes of the 5<sup>th</sup> meeting of the Finance Committee held on 22.6.2005 are placed as Annexure  A  page from  2  to  6 .

The Finance Committee may confirm the minutes of 5<sup>th</sup> meeting of the Finance Committee held on 22.6.2005.

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

Minutes of 5<sup>th</sup> meeting of the Finance Committee.  
NIT, Kurukshetra held on 22.6.2005 at 3.00 p.m. in the  
Board Room of IIT, Delhi

PRESENT

- |  | In Chair         |
|--|------------------|
| 1. Er. C.B. Mathur,<br>Hon'ble Chairman, Board of Governors &<br>Chairman, Finance Committee,<br>NIT, Kurukshetra.<br>House No. B-35, Shyam Nagar,<br>Jaipur-302 019   |                  |
| 2. Dr. D.P. Kothari,<br>Director,<br>Indian Institute of Technology,<br>Delhi - 110016   | Member           |
| 3. Dr. G.L. Jambulkar,<br>Dy. Educational Adviser(NITs),<br>Government of India,<br>Ministry of Human Resource Development,<br>Department of Secondary & Higher Education,<br>Shastri Bhawan,<br>New Delhi -110001 | Member           |
| 4. Dr. N.P. Mehta,<br>Director,<br>NIT, Kurukshetra  | Director-Member  |
| 5. Sh. R.P.S. Lohchab,<br>Registrar,<br>NIT, Kurukshetra.  | Member-Secretary |

Sh. Bhaskar Chatterjee, IAS, Financial Commissioner & Principal-Secretary to Government of Haryana, Finance Department OR his representative, Sh. Sajjan Singh, IAS, Commissioner & Secretary to Government of Haryana, Technical Education Department and Director (Finance), Integrated Finance Division, Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education, Shastri Bhawan, New Delhi could not attend the above meeting.

The Director-Member welcomed the Hon'ble Chairman, Finance Committee & 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 5.1 To confirm the minutes of 4<sup>th</sup> meeting of the Finance Committee, NIT, Kurukshetra held on 29.10.2004.**

The minutes of the 4<sup>th</sup> meeting of the Finance Committee, NIT, Kurukshetra held on 29.10.2004 were confirmed.

**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 Finance Committee noted the action taken by the Institute on the minutes of 3<sup>rd</sup> meeting of the Finance Committee held on 24.5.2004.

It was, however, intimated to the Finance Committee that matter regarding conveyance allowance to Dr. K K Nagpal, Sr. Medical Officer and Dr (Mrs.) S.Mangwana, Lady Medical Officer of the Health Centre of the Institute is being processed as per decision of the Board taken in its 6<sup>th</sup> meeting held on 30.9.2004.

**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 Finance Committee noted the action taken by the institute on the minutes of 4<sup>th</sup> meeting of the Finance Committee held on 29.10.2004 as per details furnished in Annexure -C page 18. enclosed with the agenda item 5.3 (F C Item 4.1 to 4.8 only).

It was intimated to the Finance Committee that actions on the agenda item 4.6 regarding engagement of a Dental Surgeon on part time basis is being taken in pursuance of the Board of Governors decision taken in its 7<sup>th</sup> meeting held on 19.2.2005.

It was also intimated to the Finance Committee that actions taken on the agenda items 4.9 to 4.11 and decision taken by the Finance Committee under any other item was not reported to the Finance Committee inadvertently. The actions on these remaining items will be reported to the Finance Committee in its next meeting.

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

The Finance Committee considered and approved the Annual Accounts of the Institute for the year 2004-2005 for verification/certification by the Accountant General (Audit), Haryana.

**Item 5.5 To consider the rate of interest on CPF Balances of the subscribers for the period 1.4.2005 to 31.3.2006.**

The Finance Committee recommended to the Board of Governors that the Employees of NIT, Kurukshetra be paid interest on their CPF Balances @ 7% 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.**

The Finance Committee decided that the issue be referred to the Ministry of Human Resource Development for consideration and decision.

The Finance Committee suggested that the Faculty Members be encouraged to make payment of registration fee on the spot so that such type of instances may be avoided in future.

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

The Finance Committee noted the latest position of Research Schemes/Projects as per details furnished in the agenda item.

It was desired by the Finance Committee to ensure that Research Schemes/Projects are completed within the stipulated period.

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

The Finance Committee recommended to the Board of Governors that medical reimbursement claim amounting to Rs. 1,15,286/- in respect of Sh. Harjeet Singh, Lab. Attendant may be admitted by the Institute and the payment may be made to him after deducting the advance of Rs. 90,000/- already paid.

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

The Finance Committee desired that the Institute should first get full justification and clarification from Dr. M.L. Garg, A.P., Maths Deptt. for preferring medical claim after seven months from the date of completion of treatment of his wife.

The Finance Committee authorized the Chairman of the Board to decide the matter and it may be reported to the Finance Committee.

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

The Finance Committee recommended to the Board that detained amount of Sh. S.K. Chhabra, Ex-Asstt. be released to him in view of the Audit para dropped by the AG(Audit), Haryana as mentioned in the agenda item.

**Item 5.11 To consider action taken by the Institute to retain a sum of Rs. 83,978/- out of Leave encashment of Sh. Kirpal Singh, Ex-Dy.Suptd.**

The Finance Committee noted the action taken by the Institute in retaining the amount of Rs. 83,978/- out of Leave encashment of Sh. Kirpal Singh, Ex-Dy. Suptd.as mentioned in the agenda item.

The Finance Committee desired that vigorous efforts be made to get the Audit para dropped from the AG(Audit), Haryana.

**Item 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.**

The Finance Committee noted that the action taken by the Institute in retaining a sum of Rs. 2,42,732/- from the final settlement of Sh. Kanshi Ram, Ex-Restorer of the Institute as mentioned in the agenda item.

The Finance Committee desired that the said payment should be released to him when the case is finally decided by the Hon'ble Supreme Court of India.

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

The Finance Committee desired that the guidelines of the Government of India on TA/DA be followed in letter and spirit

**Item 5.14 To note action taken by the Institute to make purchases above Rs. 2.00 lacs and up to Rs. 3.00 lacs per item.**

The Finance Committee noted the action taken by the Institute in making purchases as per details furnished in the agenda item.

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

The Finance Committee approved the minutes of 3<sup>rd</sup> meeting of Building & Works Committee, NIT, Kurukshetra held on 26.4.2005.

**Item 5.16 To consider remuneration/perks for Proctor, Chief Warden, Dy. Chief Warden, Wardens and some administrative Officers/Officials.**

The Finance Committee recommended to the Board that Telephone Allowance may be paid to Proctor, Chief Warden, Dy. Chief Warden, Wardens and needy Administrative Officers/Officials of the Institute on the pattern of IIT, Delhi.

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

The Finance Committee noted the action taken by the Institute in retaining the final settlement of Smt. Subodh Srivastva as mentioned in the agenda item.

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

Sd/-  
( R P S Lohchab )  
REGISTRAR & MEMBER-SECRETARY

Sd/-  
Director,  
NIT, Kurukshetra.

Approved

Sd/-  
Chairman,  
Board of Governors &  
Finance Committee,  
NIT, Kurukshetra.

**Item 6.2 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 their 7<sup>th</sup> meeting held on 19.2.2005 for ratification. The actions taken on the recommendations of the Finance Committee were reported to the Finance Committee in its 5<sup>th</sup> meeting held on 22.6.2005.

While placing the action taken on the minutes of the 4<sup>th</sup> meeting of the Finance Committee Item 4.9 to 4.11 and decision taken by the Finance Committee under any other item was not reported to the Finance Committee due to oversight. The actions taken on these items are as under:

<b>Table Item</b>	<b>Subject</b>	<b>Action taken</b>
4.9	To consider conduct of Audit of the Institute for the year 2003-2004.	No further action is required.
4.10	To consider position of outstanding advances against the PWD B&R.	The Financial Commissioner & Principal Secretary to Government of Haryana, Technical Education & PWD (B&R) has been requested twice through D.O. letters for taking up the matter with the Engineer-in-Chief Haryana, PWD (B&R). In response to our request the Executive Engineer, PWD B&R, Division No. 1, Kurukshetra has refunded a sum of Rs. 30.00 lakhs on 30.9.2005 and there is still a balance of Rs. 12.35 lakh.
4.11	To consider increase in delegation of financial powers to the Registrar and Dy. Registrar (Acs.) of NIT, Kurukshetra.	Required action taken .



<b>Any other Item</b>	The representative of Government of India, Ministry of Human Resource Development, Deptt. of Secondary & Higher Education, Shastri Bhawan, New Delhi advised that the decision taken by the Building & Works Committee be placed in variably before the Finance Committee as the same relates to financial matters.	Required action taken.
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The Finance Committee may note.

**Item 6.3 To note follow up action taken on the minutes of 5<sup>th</sup> meeting of the Finance Committee held on 22.6.2005.**

The recommendations of the Finance Committee made in 5<sup>th</sup> meeting held on 22.6.2005 were approved by the Board of Governors in its 8<sup>th</sup> meeting held on 23.7.2005. The actions taken on the recommendations are reported in Annexure **B** pages from 10 to 11.

The Finance Committee may note.

Item	Subject	Annexure B
		Item 6.3
		Action taken
5.1	To confirm the minutes of 4 <sup>th</sup> meeting of the Finance Committee, NIT, Kurukshetra held on 29.10.2004.	No further action is required.
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.	No further action is required.
5.3	To follow up action taken on the minutes of 4 <sup>th</sup> meeting of the Finance Committee held on 29.10.2004.	Required action taken.
5.4	To consider and approve Annual Accounts of National Institute of Technology, Kurukshetra for the year 2004-2005.	No further action is required.
5.5	To consider the rate of interest on CPF balances of the subscribers for the period 1.4.2005 to 31.3.2006.	Action taken.
5.6	To consider the request of Dr. Ashwani Kumar, Lecturer, EED, for waving off registration fee paid for International Conferences.	Action taken.
5.7	To note the position of Research Schemes/Projects sanctioned to the Principal Investigators.	Decision of the Finance Committee noted for compliance.
5.8	To consider reimbursement of medical expenses of Sh. Harjeet Singh, Lab. Attendant.	Action taken.
5.9	To consider reimbursement of expenses incurred on treatment of wife of Dr. M.L. Garg, Asstt. Prof., Maths. Deptt., NIT, Kurukshetra.	Action taken.
5.10	To consider release of detained amount to Sh. S.K. Chhabra, Ex-Asstt. out of Ex-employees Account.	Action taken.
5.11	To consider action taken by the Institute to retain a sum of Rs. 83,978/- out of Leave Encashment of Sh. Kirpal Singh, Ex-Dy. Supdt.	No further action is required.
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.	No further action is required.

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|------|--|---|
| 5.13 | To consider payment of TA for the journeys undertaken by car/taxi.   | Decision taken by the Finance Committee noted for compliance. |
| 5.14 | To note action taken by the Institute to make purchases about Rs. 2.00 lacs and up to Rs. 3.00 lacs per item.  | No further action is required to be taken.                    |
| 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.                     | No further action is required.                                |
| 5.16 | To consider remuneration/perks for Proctor, Chief Warden, Dy. Chief Warden, Wardens and some administrative Officers/Officials   | Action taken /being taken.                                    |
| 5.17 | To approve action taken by the Institute to retain the retrial benefits of Smt. Subodh Srivastava, Ex-Counter Supdt. on account of unauthorized occupation of the Institute accommodation. | No further action is required.                                |

**Item 6.4 To consider Revised Budget Estimates for the year 2005-2006 and Original Budget Estimates for the year 2006-2007 for Undergraduate and Postgraduate Courses.**

Revised Budget Estimates for the year 2005-2006 and Original Budget Estimates for the year 2006-2007 for Undergraduate and Postgraduate Courses have been prepared in the following parts:

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

Part-II Government of India Plan Budget (Non-Recurring) Expenditure (Page 16).

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

Sr. No.	Head of Account	Actual Expenditure For the year 2004-2005	Proposed Revised Budget Estimates for the year 2005-2006	Proposed Original Budget Estimated for the year 2006-2007
		(Rupees	In	lakhs)
1.	Establishment Expenses	957.21	1044.16	1138.37
2.	Other Administrative Expenses	80.46	112.80	127.53
	<b>Total</b>	<b>1037.67</b>	<b>1156.96</b>	<b>1265.90</b>
	<b>Less Income</b>	<b>259.55</b>	<b>225.66</b>	<b>222.93</b>
	<b>Net Liability of Government of India</b>	<b>778.12</b>	<b>931.30</b>	<b>1042.97</b>

Reasons for variations in the Revised Estimates for the year 2005-2006 and Budget Estimates for the year 2006-2007 over and above the last year expenses have been explained in the explanatory notes of the Budget placed as Annexure C page from 7 to 14.

The Finance Committee may consider and make suitable recommendations to the Board of Governors that proposed Revised Estimates for the year 2005-2006 and Budget Estimates for the year 2006-2007 for Undergraduate and Postgraduate Courses be approved.

**Item 6.5 To consider retention of surplus amount out of Common Engineering Entrance Test conducted by the Institute for the year 2002.**

Admission to B.Tech. Degree Courses in Engineering and Architecture in our Institute and other Engineering Colleges/Institutes of the State was used to be made by our Institute for many years in the past (from 1991 to 2002 except for the period 2000 & 2001 when the examination was conducted by G.J.U. Hisar) on the basis of Common Engineering Entrance Test. The expenditure for conducting the test was met out from the income (i) Sale of Information Brochure (ii) Application Fee. After meeting legitimate expenditure on the above test, the surplus amount out of CEET amounting to Rs. 110.00 lakh, as per details given below was credited by our Institute to the College Development Fund (College Share of Consultancy) with the approval of the competent authority i.e. Finance Committee/Board from time to time:-

	<b>(Rs. in lakhs)</b>
Saving out of CEET Examination 1991 to 1993	20.00
Saving out of CEET Examination 1994 to 1995	25.00
Saving out of CEET Examination 1996 to 1998	65.00
<b>Total</b>	<b>110.00</b>

The State Government vide letter No. 552-54/Engg. Dated 12.2.2002 (copy enclosed as Annexure **D** page from **15** to **16**) issued by the Director Technical Education Haryana, Chandigarh authorized our College (now NIT) to conduct Common Engineering Entrance Test for the year 2002 for our Institute and other Engineering Colleges of the State. While conveying the above approval the State Government imposed a very unique condition which is reproduced below:

“The State Government has further decided that 50% of the net income from conducting various tests/admissions in case of Post Graduate and Graduate professional courses shall be deposited in the State revenue.”

Consequent upon conversion of the RECK to NITK w.e.f. 26.6.2002 and taking over financial and administrative control by the Central Government, the State Government did not release its full share i.e. 50% towards non-plan expenditure as

sanctioned for the year 2002-03 (Rs. 350.50 lakh for Undergraduate Courses). Against the said sanctioned amount of Rs. 350.50 lakh, the State Government released only Rs. 238.05 lakh for the year 2002-03. After having calculated the total deficit against the State Government as on 31.3.2003 the same came to Rs. 115.89 lakh.

The Audit Party, Office of the AG (Audit) Haryana, Chandigarh while conducting the audit of our Institute for the year 2003-04 issued a para to the effect that the total surplus amount out of Common Engineering Entrance Test -2002 came to Rs. 220.00 lakh and out of which the 50% share of the State Government came to Rs. 110.00 lakh. Since the amount of State Government share has not been deposited by the Institute with the State Government as such the above para was converted as **Advance Para** and the Accountant General (Audit) Haryana, Chandigarh intimated that the Institute should reply to their letter otherwise the para will be included in the Annual Report of the Comptroller & Auditor General of India in its report for the year 2005-06.

After having gone through the record with the Institute, the reply to the Accountant General (Audit) Haryana was sent vide our letter No. Acs./3754 dated 29.6.2005(copy enclosed as Annexure **B** page from **17** to **19**).

On receipt of the above reply from the Institute the Accountant General (Audit) Haryana has made another correspondence with the Institute vide their letter dated 2.8.2005 wherein it has been asked as to whether the said amount of Rs. 110.00 lakh (i.e. 50% of the total income from CEET-02) has been deposited in the State Government Revenue or not.

Since there was huge deficit against the State Government as on 31.3.2003 as such it was felt by the Institute not to transfer the surplus amount of CEET-02 to the State Government and the deficit will be automatically wiped off. The Director Technical Education Haryana, Chandigarh, is also pressing hard for depositing the above amount with the State Government on receipt of the above communications from the Accountant General (Audit) Haryana, Chandigarh.

The Finance Committee may consider & decide.

U

Speed for

From P (An (A))  
14.3.2002 -15-

The Director,  
Technical Education Haryana,  
Chandigarh.

792  
14/3/02  
Annexure D  
To Item 6.5

To

1. The Vice Chancellor,  
Kurukshetra University, Kurukshetra
2. The Principal,  
Regional Engg. College,  
Kurukshetra. 132118
3. The Director-Principal,  
Y.M.C.A.Instt.of Engg. Faridabad

Memo No. 552-56 /Engg.,  
Dated, Chandigarh the 12/2/2002

**Subject:** Nominating agencies for conducting Entrance Exam and counselling for different professional courses in Haryana.


I have been directed to inform you that the State Govt. has nominated following agencies for conducting entrance examination and counselling for admission for different professional courses in Haryana :

Sr.No.	Name of the Programme/Course	Nominated Agency
1.	Under Graduate Programmes in Engg. & Technology including Architecture(CEET 2002)	Regional Engg. College, Kurukshetra
2.	Master in Computer Application(MCA)	Kurukshetra University, Kurukshetra
3.	Lateral Entry Examination for Engg. and Technology (LEET 2002)	Y.M.C.A.Instt.of Engg. & Tech. Faridabad.

You are requested to get the Admission Brochure and programme for conduct of Entrance Exam /counselling approved from the State Govt.after incorporating various decisions taken by the Govt. from time to time in this regard before issue. You are also requested to ensure that the admission brochure is made available on your official web site and official web site of Haryana Govt. with provision for down loading application proforma(s). All admission making agencies are requested to make arrangement for timely conductance of entrance exam so that the admission for the academic year 2002-2003 could be made well in time.



The State Govt. has further decided that 50% of the net income from conducting various tests/admissions in case of Post Graduate and Graduate professional courses shall be deposited in the State revenue. It is pertinent to mention here that the State Govt. has already decided that 15% seats in Under Graduate programmes in Engg. & Technology meant to be filled on All India basis including the State of Haryana shall be filled up through All India Engineering Entrance Examination to be conducted by Central Board of Secondary Education, New Delhi. It has also been decided in the meeting held under the chairmanship of Sh. Dharamvir, IAS, Financial Commissioner & Secretary to Govt. Haryana, Technical Education Department in which Vice Chancellors of various universities in Haryana, Director-Principals of Govt./Govt.aided Engg.Colleges were present that the Combined Engineering Entrance Test(CEET 2002) shall be held on 1<sup>st</sup> June 2002.

  
Joint Director(Dev),  
for Director, Technical Education,  
Haryana, Chandigarh.  
/Engg. dated

Endst.No.

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

1. The Vice Chancellor, Maharishi Dayanand University, Rohtak
2. The Vice Chancellor, Guru Jambheshwar University, Hisar
3. The Vice Chancellor, C.C.S.Haryana Agricultural University, Hisar.
4. The Director-Principal, C.R.State College of Engg.,Murthal

Joint Director(Dev),  
for Director, Technical Education,  
Haryana, Chandigarh.  
/Engg. dated

Endst.No.

A copy is forwarded to the Senior Secretary to PSCM for the kind information of PSCM please.

Joint Director(Dev),  
for Director, Technical Education,  
Haryana, Chandigarh.  
/Engg. dated

Endst.No.

A copy is forwarded to the Secretary to FCTE for the kind information of FCTE.

Joint Director(Dev),  
for Director, Technical Education,  
Haryana, Chandigarh.

NATIONAL INSTITUTE OF TECHNOLOGY  
KURUKSHETRA-136119

Annexure 117  
To Item 6.5

No. Acs./ 3754

Dated: 29/6/2005

The Sr. Audit Officer,  
O/o the Accountant General (Audit) Haryana,  
Plot No. 5, Sector-33-B,  
Dakshin Marg,  
Chandigarh.

**Subject: Advance para-I -Non deposit of CEET Income in State Revenue-  
Rs. 1.11 crore.**

Sir,

In reply to your Office Memo No. RAW/OR/AP-I/0202-Edu/367-69 dated 30.5.2005, it is stated that since the inception of the Institute the entire recurring expenditure of this Institute was borne by the Central and the State Government of Haryana as under:

- |                              |  |
|------------------------------|--|
| a) Undergraduate Courses     | On 50-50 basis by the Central and the State Government |
| b) Postgraduate Courses      | On 100% basis by the Central Govt.                     |
| c) Special BE Degree Courses | On 100% basis by the State Govt.                       |

The above practice remained in vogue up to 31.3.2003 when the Central Government issued notification for conversion of REC, Kurukshetra to NIT, Kurukshetra vide their memo NoF.9-10/2002-U-3 dated 26.6.2002. (Copy enclosed as Annexure-I) Further the Central Government vide their notification bearing No. F.35-1/2002-TS.III dated 14.5.2003 (copy enclosed as Annexure-II) took over the complete financial and administrative control w.e.f. 1.4.2003.

On the analogy of above practice, the State Govt. was required to release a sum of Rs. 327.62 lacs for the year 2002-2003 as State Govt. share of expenditure for Under Graduate Courses. Against the requirement of Rs. 327.62 lacs, the amount available for utilization as released by the State Govt. was Rs. 211.73 lacs resulting thereby net deficit of Rs. 115.89 lacs against the State Govt. as per detailed position given below:

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		<b>Rs. in lacs</b>
i)	Balance as on 1.4.2002	(-) 26.32
ii)	Grant released during 2002-2003	238.05
iii)	Amount available for utilization	211.73
iv)	Expenditure incurred during 2002-2003 after adjusting income earned by the Institute on account of Tuition Fee, Misc Income, income of hire of vehicle etc.	
	Rs. 655.24 lac	
	50% share of the expenditure of the State Govt.	327.62
v)	Deficit against the State Govt.	(-) 115.89
	as on 31.3.2003.	

The State Government vide letter No. 552-54 dated 12.2.2002 entrusted the work of Common Engineering Entrance Test-2002 to our Institute and a condition was imposed that 50% of total income after meeting legitimate expenditure would be refunded to the State Government. Since the deficit against the State Government was much more as compared to 50% income of CEET, it was decided at the Institute level that the Institute should neither insist upon getting the deficit recouped from the State Government nor the 50% amount of CEET income should be deposited with the State Government. The position was apprised of to the apex body of our Institute i.e. Finance Committee/Board of Governors (Minutes of the Finance Committee Meeting Item No. 2.11 held on 10.9.2003 - copy enclosed as Annexure -III). It is also made clear that during the year 2003- 2004 and 2004-2005, no CEET Examination was entrusted to the Institute and no income has been earned so far.

The amount shown in the Annexure with the Audit para has been checked and the same is correct as per our record.

As regard Service Tax is concerned, it is stated that the Institute applied for registration of Scientific Consultancy and the same was allotted by the Central Excise & Taxation Department w.e.f. 16.7.2001(Copy of the Registration Certificate bearing No. 208/ST/Scientific Consultancy is enclosed as Annexure-IV). Total Service Tax collected from various departments/organizations on account of Scientific Consultancy is Rs. 10.60 lacs and total amount of Service Tax credited in the account of the Central

-115-

Government comes to Rs.10.60 lacs. Hence, there was a nil balance of Service Tax with the Institute as on 31.3.2005.

In view of the position stated above, it is stated that the para may kindly be dropped.

Thanking you,

Yours faithfully,

*Atk 24/6/2005*

*S/c* REGISTRAR  
National Institute of Technology  
(Deemed University)  
Kurukshetra-136119

DA/As above.

**Item 6.6 To consider change of nomenclature of the College Development Fund (Students) to the Institute Development Fee (Students) and the Students Fund to the Students Activity Fee.**

From the Academic Session 1997-98, the State Government introduced a separate Head of Accounts namely College Development Fund with a sum of Rs. 600/- required to be charged from each student per annum. This amount was enhanced from Rs. 600/- to Rs. 3000/- per annum from the Academic Session 1999-2000. The State Government did not issue any guideline for utilization of the above Head of Account and the amount in the above said account went on accumulating. As such an item for utilization of College Development Fund (Students) was placed before the Finance Committee of the Institute in its 86<sup>th</sup> meeting held on 25.5.2000 the Finance Committee recommended to the Board of Governors as under:

“The Finance Committee suggested that aims and objectives/purposes for which the College Development Fund is being collected from the students @ Rs. 3000/- per annum per student be referred to the Fee committee of the State Government for examination on the basis of guidelines/instructions issued by AICTE/MHRD.”

In the mean time the Institute received a communication from the Director Technical Education, Haryana, Chandigarh that the amount collected from the students on account of College Development be credited in the State Revenue. Since our Institute was a joint & co-operative venture of the State and the Central Government and the major portion of recurring grant i.e. expenses on Undergraduate Courses was being borne by the Central and the State Government on 50-50 basis. As such instead of crediting the amount of College Development Fund in the State treasury, we credited the College Development Fund collected from the students in the misc. income of the Institute under respective Head of Account i.e. Undergraduate Courses, Postgraduate Courses and Special B.E. Degree Courses (since stands discontinued). After crediting the above amount in the above manner the matter was placed before the Finance Committee in its

88<sup>th</sup> meeting held on 31.5.2001 and the action taken by the Institute was approved by the Finance Committee.

Since then we have been crediting the amount of College Development Fund (students) in the misc. income of the Institute with the result it becomes the Revenue of Central and State Government and the liability of the State/Central Government is reduced to that extent. This practice is still in vogue even after declaration of REC to NIT w.e.f. 26.6.2002.

While conducting the audit of the Institute, the Audit Party from the A.G. Office invariably raises objections to this issue wherein their main contention is that this being a fund should not be credited to the misc. income of the Institute. **Hence it is proposed that the nomenclature of this Head of Account may be allowed to be changed from the College Development Fund (Students) to the Institute Development Fee (Students).**

Similarly, the Institute is operating fund namely Students Fund w.e.f. the Academic Session 1994-95. Prior to this the Institute was collecting various fees/funds/charges from the students to defray the expenses on Students Activities. Since the number of Head of Accounts was very much, it was felt that there should be only one Head of Account instead of many accounts. So the name of Account was given as Students Fund. Consequent upon conversion of REC to NIT the name of the fund is still same i.e. Students Fund. All the expenses for Students Activities like Sports Activities, Club Activities, Literati, Confluence, Examination Expenses etc. etc. are met out from this Head of Account. After meeting the legitimate expenses out of Students Fund, surplus amount is transferred to the misc. income of the Institute. On the analogy of College Development Fund (Students), the Audit Party raises objections in this regard also and their main contention is that the Students Fund should not be transferred to misc. income of the Institute. It is therefore, proposed the nomenclature of this Head of Account be allowed to change from the Students Fund to Students Activity Fee.

There will be no financial liability if we change the nomenclature of the above Head of Accounts.

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

**Item 6.7 To consider the revision in the rates for private use of Institute Vehicles.**

The rate of Institute vehicles were revised by the Board of Governors in its 91<sup>st</sup> meeting held on 11.5.1999. With the passage of time and enormous increase in cost of fuel, tyre, tubes spares and overhead charges etc., necessity has arisen to review the rates of the vehicles. Existing rates and proposed revised rates are as under:

**Full Rates for Private use of Institute Vehicles.**

	Existing Rates			Proposed Revised Rates		
	Rs. per KM	Rs. Per night halt	Minimum Charges in Rs.	Rs. Per KM	Rs. Per night halt	Minimum Charges in Rs.
Bus	12.00	100.00	200.00	15.00	300.00	300.00
Tata Sumo	06.00	050.00	075.00	10.00	200.00	200.00
Pick-up-van	07.50	080.00	075.00	10.00	200.00	200.00

**Concessional Rates for private for use of Institute vehicles**

<p><b>Bus</b> Rs. 6/- per KM plus Rs. 100/- per night halt. Minimum charges will be Rs. 100/-. The bus will be allowed by the Director or any other officer authorized by the Director for collective use by the students and employees of the institute.</p> <p><b>Sumo</b> Rs. 3/- per KM plus Rs. 50/- per night half. Minimum Charges will be Rs. 50/-. The vehicle will be allowed by the Director or Officer nominated by Director to the student, Institute employee and dependent of the later when he/she is to move in the event of emergency to another hospital in Haryana/Punjab/Chandigarh/Delhi for medical treatment on the advice of the Institute Medical Officer. The vehicle will also be allowed for purchases for projects/schemes for which exclusive funds are provided by Government.</p>	<p><b>Bus</b> Rs. 8/- per KM plus Rs. 150/- per night halt. Minimum charges will be Rs. 150/-. The bus will be allowed by the Director or any other officer authorized by the Director for collective use by the students and employees of the Institute.</p> <p><b>Sumo</b> Rs. 5/- per KM plus Rs. 100/- per night halt. Minimum Charges will be Rs. 100/-. The vehicle will be allowed by the Director or Officer nominated by Director to the student, Institute employees and dependents of the later when he/she is to move in the event of emergency to another hospital in Haryana/Punjab/Chandigarh/Delhi for medical treatment on the advice of the Institute Medical Officer. The vehicle will also be allowed for purchases for projects/schemes for which exclusive funds are provided by Government.</p>
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<p><b>Pick-up-van</b></p> <p>Rs. 3.75/- per KM plus Rs. 80/- per night halt. Minimum Charges will be Rs. 80/-. The pick-up-van will be allowed by the Director or any other officer authorized by Director for collective use by the students and the employees and also for purchases for schemes/projects for which exclusive funds are provided by the Government.</p> <p><b>Staff Car</b></p> <p>Staff Car not to be permitted to be used for private use except by the Director as per Rules.</p>	<p><b>Pick-up-van</b></p> <p>Rs. 5/- per KM plus Rs. 100/- per night halt. Minimum Charges will be Rs. 100/-. The pick-up-van will be allowed by the Director or any other officer authorized by Director for collective use by the students and the employees and also for purchases for schemes/projects for which exclusive funds are provided by the Government.</p> <p><b>Staff Car</b></p> <p>Staff Car not to be permitted to be used for private use except by the Director as per Rules.</p>
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**Common conditions for hiring of vehicles on full as well as concessional rates.**

1. The user will bear local taxes enroute, if any.
2. The use of Institute vehicles shall not be permitted for journeys to places of public amusement such as Cinema, race, Clubs picnics, fair and marriage etc.

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



**Item 6.8** To consider filling up the post of Assistant Registrar (Accounts) on deputation.

A post of Assistant Registrar (Accounts) was created by the SAAC/BOG in their meetings held on 29.7.88 and 4.11.88 respectively. However keeping in view the increased workload of the GA Section, the post of Assistant Registrar (Accounts) was converted to the post of Assistant Registrar (Establishment) as per the decision of the SAAC/BOG held on 21.4.94 and 9.5.94 respectively. However, the post of Assistant Registrar (Establishment) was never filled up. Later on as per the decision of the BOG held on 15.3.1997, the same post was kept in abeyance.

Due to increase in the workload of Accounts Section and ban on further recruitment as per condition laid down by the Govt. of India it has become difficult to maintain smooth functioning of the Accounts Branch. In order to lessen the workload of the Deputy Registrar (Accounts) the matter was placed before the Board of Governors to fill up the post of Assistant Registrar (Accounts) on deputation basis from the office of the Accountant General (A&E Haryana) Chandigarh as per the terms and conditions of the said organization.

The Board of Governors of the Institute in their 6<sup>th</sup> meeting held on 30.9.2004 has decided as under:-

"The Board decided that one post of Assistant Registrar (Establishment) kept in abeyance be filled up for the Accounts Branch of the Institute as Assistant Registrar (Accounts) on deputation basis from AG (Audit Haryana/AG (A&E)/Central Government Organizations initially for a period of three years as per terms and conditions of the lending department. The Board further decided that there will be no financial liability on the part of the Central Government and the pay and allowances of the incumbent be met out of the Institute Development Fund (Consultancy share)".

Accordingly the matter was taken up with the Accountant General (Audit) Haryana, Chandigarh to sponsor the name of suitable person so that the post of Assistant Registrar (Accounts) may be filled up on deputation basis in the pay scale of Rs. 6500-10500. However, the Deputy Accountant General (Administration), office of AG (Audit) Haryana has intimated that the Assistant Audit Officers/Assistant Accounts Officers of IA & AD are drawing the pay scale of Rs. 7450-11500 and as such can be sponsored for deputation to a analogous post or a post carrying higher scale of pay but not to posts of lower scale of pay.

In view of the position enumerated above it is proposed that the post of Assistant Registrar (Accounts) may be filled up out of Assistant Audit Officers/Assistant Accounts Officers of the office of AG Haryana/A&E Haryana on the terms and conditions of the lending department.

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

Item 6.9 To consider the payment to the Institute Standing  
Counsel for providing legal advice in various matters.

The Institute is having standing counsels for District Courts, Kurukshetra for defending the case(s) at District level, Hon'ble Punjab & Haryana High Court at Chandigarh and Hon'ble Supreme Court of India at Delhi. From time to time in the past, we have been taking legal advice from them as per necessity to clear doubts so that there is no legal implication after implementation of the decisions taken by the Institute.

Day by day on account of awakening of law and further modifications of the rules and regulations of the Institute after switching over from REC status to NIT status (Deemed University), the Institute has to consult the standing counsels at all levels more frequently than in the past. It is proposed that in view of the above circumstances, a legal advice charges of Rs. 1100/- per case which includes counsel fee and clerkage + misc. charges relating to typing may be paid to the counsels.

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

Item 6.10 To consider implementation of Selection Grade to Sh. J.C. Sharma, Assistant Librarian in this Institute.

Sh. J.C. Sharma, Assistant Librarian in this Institute has represented vide his letter dated 19.10.2004 for granting him Selection Grade w.e.f. 1.1.1999 (copy enclosed Annexure F page 29 ).

In the Library of the Institute there is one post of Librarian and two posts of Assistant Librarians. The pay scale of the Librarian is Rs. 12000-420-18300 whereas the Assistant Librarian is in the pay scale of Rs. 8000-13500 with a provision of Senior Scale of Rs. 10000-15200. The present scale of Librarian as well as of Assistant Librarian is personal to them as a very special case in view of the hardship being faced by the present incumbents. At present Librarian and Assistant Librarian are getting the pay scale on the advice of Finance Department. Sh. J.C. Sharma, Assistant Librarian is in the Senior Scale of Rs. 10000-15200 w.e.f. 1.1.1994.

The Finance Department, Govt. of Haryana vide their letter dated 13.7.2001 which is self explanatory (copy enclosed as Annexure G page 30-31) desired that the scale of the post of Librarian will revert back after the retirement of the present incumbents to the pay scale of Rs. 8000-13500 along with provision of Senior Scale and Selection Grade of Rs. 10000-15200 and Rs. 12000-18300 respectively. Further the post of Assistant Librarian will cease to be in the AICTE/UGC pay scale of Rs. 8000-13500 and will be appropriately placed in the State Govt. pay scale for which a comprehensive proposal should be brought by RECK (now NITK) in its next meeting of Finance Committee/BOG. Now the Institute has been conferred the Deemed University status w.e.f. 26.6.2002 and administratively and financially is fully under the control of Govt. of India, MHRD, New Delhi.

The AICTE/MHRD are issuing instructions/clarifications from time to time to the Institute regarding Career Advancement Scheme. The AICTE letter No. FD/PSSC/Clarif./2003/1 dated 10.9.2003 clarifies that "CAS rules are very clear & CAS is applicable for those who have teaching experience". It is pertinent to mention that Sh. J.C. Sharma, Assistant Librarian has no teaching experience as per AICTE Scheme referred to above. However he was granted Senior Scale of Rs. 10000-15200 earlier prior to the pay revision.

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

Yours faithfully,  
[Signature]  
[Name]  
[Designation]

<sup>-43-</sup>  
Forwarded for consideration, M.

(Through Proper channel)

NATIONAL INSTITUTE OF TECHNOLOGY LIBRARY  
KURUKSHETRA -136119

h. ml  
19.10.04 336  
Annexure F  
To Item 6.10

No. L. 944  
Dated: 19-10-2004

To

The Director,  
NIT, Kurukshetra.

*R to discuss/examine  
B.P.M.  
28/10*

मि. सी. ए. ए. (सी. ए. ए.)  
(सी. ए. ए.)  
20/10/04 5587

**Sub: Regarding implementation of selection grade.**

Respected Sir,

The scale of Assistant Librarian was revised from Rs.650-1200 to Rs.700-1600 w.e.f effect from 1.1.1986 which later on revised to Rs.2200-4000 as approved by BOG vide its 77<sup>th</sup> meeting held on 23.3.1991. Further senior scale of Rs. 3000-5000 was granted after eight years of service i.e. w.e.f 1.1.1994.

As per fifth pay commission report, the senior scale of Rs.3000-5000 was revised to Rs.10000-15200. The proposal was sent to FD Haryana for approval. The FD Haryana raised objections about the upgradation of post of Asstt. Librarian in the pay scale of Rs. 2200-4000 but due to hardship being faced, FD Haryana taking a very sympathetic view, approved the pay scale of Rs. 10000-15200 for Assistant Librarian.

As the revision was approved in view of hardship being faced by me, Sir, again I am facing hardship because selection grade which is already due from 1.1.1999 has not been implemented even after more than five years.

Sir, I have been given revised pay scale from time to time as and when approved. Even when objections are raised, hardship is removed by the Government.

In view of the above, kindly grant me the selection w.e.f 1.1.1999.

Thanking you.

Yours faithfully,  
*J.C. Sharma*  
J.C. Sharma  
Asstt. Librarian

पुस्तक

विश्वविद्यालय एवं प्रयोग, हरियाणा सरकार  
तकनीकी शिक्षा विभाग।

सेवा में

निदेशक, तकनीकी शिक्षा विभाग,  
हरियाणा, काड़ीगढ़।

पारदर्शी क्रमांक 40/5/89-टीई  
दिनांक, काड़ीगढ़: 13/7/2001

विषय:-

Revision of pay scale  
at R.E.C. Kurukshetra

DTE	ADI	AD II	ASST. I
(2/8/01)			
PA to	PA to	PA to	PA to
DTE	AD I	AD II	ASST. I

(CIT)  
21/7/2001

2.

2.

उक्त विषय पर आपके पत्र क्रमांक 271/ईवी/ दिनांक 5.2.2001 के अंतर्भ में  
गणना विभाग को भेजा गया था उक्त विषय अब संचालित है।

1. FD observe that creation of post of Librarian in the pay scale of Rs. 3700-5700 (equivalent to that of a Deputy Librarian of the University) without seeking FD's prior concurrence is a serious irregularity on the part of REC Kurukshetra. Further, since the post of Librarian was created in the pay scale of Rs. 3700-5700 there should have been a simultaneous provision of matching qualifications in terms of Ph.D as a required qualification for the post of Deputy Librarian. The same was not done.
  2. As per AICTE norms and the Pay Revision notification issued by the Government in the department of Technical Education, there should be only one post of Librarian in the College with provision for grant of Senior Scale and Selection Grade as there is no provision for two posts i.e. one post of Librarian in the pay scale of 3700-5700 (Rs. 12000-18300) and another post of Assistant Librarian, again the pay scale of 8000-13500 with provision for grant of Senior scale and Selection Grade. This is also an irregularity and needs to be corrected.
- Keeping in view that the irregularities were committed by the Institution, and taking a very sympathetic view with regard to the present incumbents serving against the post of Librarian and Assistant Librarian, FD agrees to allow a pay scale of Rs. 12000-18300 for the post of Librarian and a pay scale of Rs. 8000-13500 for the post of Assistant Librarian as a measure personal to the present incumbents as a very special case in view of the hardship being faced by the present incumbents. The post of Librarian will revert back in the pay scale of Rs. 8000-13500 alongwith provision of grant of Senior Scale and Selection Grade of Rs. 10000-15200 and Rs. 12000-18300 respectively after the present incumbents retire. The post of Assistant Librarian will cease to be in the

Dr. N. S. Singh  
Director  
REC Kurukshetra

829

AICTE/UGC pay scale of Rs. 0000-13500 and will be appropriately placed in the state Govt. ~~show~~ pay scales for which a comprehensive proposal should be brought by the REC Kurukshetra in its next meeting of the Finance Committee/Board of Management

कृपया उपरोक्त आदेश को वेबसाइट पर अपलोड करें

*[Signature]*  
अतिरिक्त तकनीकी शिक्षा  
कृते: अद्युक्त एवं सशिक्षित हरियाणा सरकार  
तकनीकी शिक्षा विभाग  
12-7-2001

DIRECTORATE OF TECHNICAL EDUCATION, H.R.G.S., CHANDIGARH

Enclst.No. E-158/2001/2349 /Engg. Dated: 25/7/2001

A copy is forwarded to the Principal Regional Engg. College Kurukshetra for taking all necessary action immediately under intimation to this office.

*[Signature]*  
Joint Director(D),  
for Director Technical Education,  
Haryana Chandigarh.



**Item 6.11 To consider reimbursement of medical expenses of Sh. Amrao Singh, Sr. Stenographer.**

Sh. Amrao Singh, Sr. Stenographer of the Registrar's Office has claimed reimbursement of medical expenses amounting to Rs. 2,68,917/- incurred by him on self-treatment in Escort Hospital, New Delhi from 5.4.2005 to 29-4-2005

The medical reimbursement claim of Sh. Amrao Singh has been admitted by the Institute to the tune of Rs. 1,77,896/- which is in order as per Government of India Medical Attendant Rules. He has got an advance of Rs. 1,10,000/- for this purpose.

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

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

Item: 6.8 To consider the rationalization of pay scales in accordance with the new MOA of the Institute, to redress the grievances of the employees.

Before the upgradation of REC, Kurukshetra to NIT, Kurukshetra with Deemed University Status w.e.f. 26.6.2002, the pay scales of the Non-Teaching employees were on the State Government pattern. As per the Haryana Government Revised Pay Rules-1998 w.e.f. 1.1.96, the pay scales of all the Class-III & IV employees of the Institute were open ended without any limit of stagnation increment.

Consequent upon the upgradation of REC, Kurukshetra to NIT, Kurukshetra, the pay scales of the Non-Teaching Employees have been rationalized for bringing them on Central Government pattern (CCS revised pay rules of 1997) w.e.f. 1.4.2004 in term of the MHRD letter No.F.20-46/2003-TS-III(Pt.IV) dated 7.6.2004 (Copy enclosed as Appendix 'H' Page 35 to 36) as approved by the Board as per decision taken in its 6<sup>th</sup> meeting held on 30.9.2004 vide item No.6.8 as Appendix 'I' page 37.

While implementing the rationalization and carrying out individual pay fixation for non-teaching staff, as per the guidelines suggested by the MHRD vide letter No.F.20-46/2003-TS-III (Pt.III) dated 26.8.2004 as Appendix 'J' Page 38, some employees having longer service who are sitting at the verge of retirement have been put to disadvantageous position as the Central Government Pay Scales are though identical with the Haryana Government Pay Scales, but are not open ended and have provision of only three biennial increment beyond the maximum of the pay scales.

For example, Shri Amrao Singh, Stenographer (Sr.) was drawing basic pay of Rs.8450/-PM as on 1.4.2004 in the pay scale of Rs.5000-150-7100-EB-150-7850 with an open ended pay scale on State Government Pattern. As his retirement falls on 30.9.2007, he would have been entitled to have increment of April 2005, April 2006 and April, 2007 and would have got the basic pay at Rs.8900/-, but with the rationalization of pay scale of Rs.5000-7850 to Rs.5000-8000, his pay stagnates at Rs.8450/- because of the admissibility of maximum three biennial increments beyond the maximum of the pay scale i.e.Rs.8000/- (under Central Government pattern). Certainly, he has to bear heavy financial loss. There are about 12 such type of cases.

Due to rationalization of pay scales, the employees are suffering heavy financial loss in the shape of monthly salary as well as in the retirement benefits which is in the contravention of the terms & conditions of Clause-13 of New MOA Rules which states as under:-

**Rule-13 Terms and Conditions of Service of employees of the Institute:-**

“Every person employed by REC immediately before these Rules coming into being shall hold office or service in the corresponding Institute by the same tenure, at the same remuneration and upon such terms and conditions and with same rights and privileges as to pension, leave, gratuity, provident fund and other matters as he/she would have held if the Rules were not changed and shall continue to unless and until his/her employment is terminated or until such tenure, remuneration and terms and conditions are altered by further change in MOA/Rules”

Para 3 of Government of India, MHRD letter No.F.12-1/992-TS-III dated the 26<sup>th</sup> June,2002 reads that every person (including the Director earlier Principal) employed by the REC,Kurukshetra immediately before conversion shall hold office or service in NITK by the same tenure,at the same remuneration and upon the same terms and conditions and with same rights and privileges as to pension, leave, gratuity, provident fund and other matters as he would have held the same, if this conversion had not taken place. Changes, if any, as a result of adoption of new MOA and the Rules by the Institute shall be referred to the Central Government on case to case basis.”

The matter is placed before the Finance Committee for consideration and making suitable recommendation to the Board for granting relief to the aggrieved employees.

File No.GA-II/189

No. F.20-46/2003-TS-III (pt.IV)  
Government of India  
Ministry of Human Resource Development  
Department of Secondary & Higher Education

26.06  
11/6/04

New Delhi  
June 7, 2004

**OFFICE MEMORANDUM**

**Subject:- Rationalizations of Scales of Pay of non-teaching employees of National Institutes of Technology (NITs) – Clarification regarding.**

GA-IV  
15/6

The undersigned is directed to refer to a number of queries being raised by different NITs regarding rationalization/revision of the scales of pay for their staff in the light of their changed status as fully funded institutions of the Central Government and to clarify the issues in the following paragraph:-

2. While all NITs have adopted the scales of pay as approved by their respective BOGs & State Governments, a closer scrutiny of the scales of pay reveals that pay scales are quite identical to those notified under Central Civil Services (Revised Pay) Rules 1997 in most NITs while only in some of the NITs, the scales of pay have either been truncated or split with minor variations here and there. While the proposal to bring about a post-based revision of the scales of pay and consequent uniformity among identically placed employees of all NITs would require more time for an in-depth analysis and consideration by an expert body, it has been decided to rationalize the scales of pay of employees of all NITs as a first step.

3. Procedure for Rationalizations:- Now all NITs would adopt exactly identical replacement scales of pay as notified under CCS (Revised Pay) Rules 1997 for the Central Government employees. In order to do this, NITs would have to refer to the pre-revised scales of pay prevalent in their institutes immediately before 1-1-1996 which are identical to the scales of pay prevalent under the Central Government at that point of time. A complete list of pre-revised scales of pay and their revised equivalent introduced w.e.f. 1-1-1996 is contained in the CCS (Revised Pay) Rules which was circulated to all NITs vide letter of even number dated 27<sup>th</sup> February 2004. In those cases where there are no identical pay scales in the pre-revised scales of pay in NITs vis-à-vis the Central Government, NITs may have to club two or more pay scales so as to fit them into one of the existing standard pay scale which has a matching revised scale. This clubbing should be done depending upon the nature of the post. However, NITs may also directly adopt the revised scale of pay of such posts as are identical to those common categories of posts listed in Part-B of the CSS (Revised Pay) Rules 1997.

4. Pay Fixation:- The pay of an employee would be fixed at the same stage in the new scale of pay as was being drawn by him before introduction of this new pay scale. If there is no such stage in the new scale of pay, the pay may be fixed at a stage just next above his existing pay. Where the stage of basic pay of an existing employee is lower



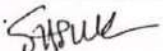
than the minimum of the newly introduced scale of pay, then his/her pay shall be fixed at the minimum of such pay scale and similarly, where existing basic pay of an employee is more than the maximum of the scale of pay adopted for that post, then the pay of that employee shall be fixed at the maximum of the scale of pay of his post and the difference between his existing pay and the pay fixed shall be protected as *personal pay* for that particular employee(s) which would be adjusted against future increments including stagnation increments. If the pay of an employee is fixed at the same stage, then his date of increment shall not change and where pay is fixed just at the next higher stage, then that employee would draw his next increment after completion of 12 months' qualifying service.

4.1 Further, if any NIT like NIT Warangal is following State Government pattern of DA which is different from the Central pattern of DA due to late revision of the scales of pay [subsequent to January 1996], then the pay of an employee would be fixed at such a stage in the new scale of pay where the new pay + Central rate of DA on the date of such fixation would be equal to or just next above the existing pay + State rate of DA.

5. This rationalization of scales of pay as well as fixation pay would be effective from 01-04-2004 in all NITs including NIT Patna which was taken over by the Central Government w.e.f. 28-01-2004. The scale of pay to be adopted for teaching staff of NIT Patna shall be those approved by the Ministry vide Notification No.37-104/95-TS-II dated 9<sup>th</sup> October 1998. No employee shall be given any option to select the date of his/her pay fixation in the newly introduced scales of pay. Besides, there would not be any notional fixation of pay with effect from 01-01-1996. Therefore, no question of payment of arrear shall arise before 01-04-2004.

6. The introduction of new scales of pay as a process of rationalization shall have to be duly approved/ratified by the BOG of the NIT concerned. Any difficulty in the matter of pay fixation arising out of implementation of this order and/or if there is any peculiar condition regarding scales of pay in any particular NIT, the same should be referred to the Ministry for clarification.

7. NITs may please send a statement indicating the pre-revised and revised scales of pay of all posts in NITs which have been introduced consequent upon implementation of this order.

  
(Dr. G L Jambulkar)  
Deputy Educational Adviser  
Tel: 2338-4276

To

1. The Directors/Registrars of all NITs
2. The Chairmen, BOGs of NITs

NATIONAL INSTITUTE OF TECHNOLOGY,  
KURUKSHETRA-136119,

No. BOG 6.8/ 8167

Dated: 16/11/2004

**6.8 To ratify the action taken by the Chairman, BoG in rationalizing the scales of pay of Non-Teaching employees of N.I.T. Kurukshetra - adoption of Central Government Pay Scales.**

The Board of Governors of the Institute in their 6<sup>th</sup> meeting held on 30.9.2004 has decided as under:

The Board noted that the MIIRD, New Delhi, vide their letter No. F.20-46/2003-TS-III(Pt.IV) dated 7.6.2004 have issued instructions that all NITs should adopt the pay scales as notified under CCS(Revised Pay) Rules 1997 w.e.f. 1.4.2004 for non-teaching staff for bringing them on the Central Government pattern. The Board further noted that the process of rationalization was required to be approved/ratified by the Board of Governors of NIT concerned.

The Board ratified the action taken by the Chairman to approve the rationalization of pay scales for non-teaching employees of NIT, Kurukshetra for bringing them on Central Government pattern (CCS revised pay rules of 1997) w.e.f. 1.4.2004 in terms of the MIIRD letter No.F.20-46/2003-TS-III(Pt.IV) dated 7.6.2004 without any ambiguity.

This is for reference and record in GA and Accounts Section.

*RM*  
REGISTRAR

1. Deputy Registrar (GA) → Copy of Agenda Note 6.8 is enclosed.
2. Deputy Registrar (Accounts).

*M/S*  
*14/11/2004*  
*DSR(GA)*  
*14/11/04*  
*GIA-II*  
*GAE/SA II*  
*phdcom*  
*phdcom*  
*16/11/04*  
*for signature*

No.F.20-46/2003-TS-III (Pt.III)  
Government of India  
Ministry of Human Resource Development  
Department of Secondary & Higher Education.

New Delhi, the 26<sup>th</sup> August 2004

To

*P. S. 1/11/04  
26/8/04*

The Director,  
National Institute of Technology,  
Kurukshetra-136 119,  
(Haryana).

*6/11/04  
26/8/04*

*RA-2118*

Subject: Clarification regarding merger of DA.

Sir,

*28/8/04  
1-1-04  
17-11-04  
A-111*

I am directed to refer to your letter No.GA-II/4686 dated 24.06.2004 on the subject mentioned above and to say that the merger of DA upto 50% of the basic pay including a maximum of 3 stagnation increment may be allowed. In such cases where an employee has drawn more than 3 increments beyond the maximum of the scale of pay, then the difference between [Pay + Dearness Pay (DP) + DA] and existing [Pay + DA] shall be allowed as personal pay on which no DA would be admissible. An example is given below for clarification:

- (i) Scale of pay Rs.4,000-100-6,000
- (ii) Present basic pay Rs.6,400 (includes 4 stagnation increments).—
- (iii) Present DP + DA @ 61% (before merger) =Rs.6400 + Rs.3904=Rs.10,304
- (iv) Merger allowed= Rs.6300 + 50% i.e Rs.1,150 (DP) + DA@11% on BP + DP i.e. Rs.1,640=Rs.10,490 (As on 01.04.2004 after merger).

Since the revised Pay + DP + DA i.e.Rs.10,490 which is more than Rs.10,304, there would not be any personal pay in this case. Any amount in excess of Rs.10,490 in this case would have been treated as personal pay which would be gradually absorbed with increase in rate of DA in future.

Yours faithfully

*(Signature)*  
(D K RAY)  
Desk Officer  
Tel: 2307 0171

**Item 6.13: To review the case of realization of penal rent from Shri Balbir Singh from 12.7.1988 to 21.2.1991.**

The Finance Committee in its 1<sup>st</sup> meeting held on 08.11.2002 decided as under: -

"The Finance Committee noted that the issue regarding recovery of penal rent outstanding against Shri Balbir Singh, Assistant for the period from 12.7.1988 to 21.2.1991 amounting to Rs.28690.65 has been delayed inordinately.

The Finance Committee decided that Shri Balbir Singh, Assistant should be made responsible for the said outstanding penal rent and steps should be taken to recover the outstanding penal rent from him".

The above decision of the Finance Committee was ratified by the Board in its meeting held on 19.4.2003.

When the above decision was conveyed to Shri Balbir Singh, he represented against the above decision vide his application dated 10.2.2003 (copy enclosed as Appendix 'K' pages 41 to \_\_\_\_\_).

The position regarding penal rent has again been verified from the Accounts Section and the outstanding penal rent is Rs.21650.75 and not Rs.28690.65, which was typed inadvertently. The detailed history of the case is as contained in Appendix 'L' page 42 to 46.

The matter was placed before the Finance Committee in its 2<sup>nd</sup> meeting held on 10.09.2003 vide item No.2.18 to review the earlier decision of the Finance Committee taken in its 1<sup>st</sup> meeting vide item No.1.12 and the Finance Committee decided as under: -

"The Finance Committee reviewed the issue relating to realization of penal rent from Sh.Balbir Singh and decided that decision already taken by the Finance Committee in its 1<sup>st</sup> meeting held on 08.11.2002 stands.



In future occupants of the Institute accommodation/ employees should be made responsible to square up the matter relating to penal rent with the Institute as per House Allotment Rules of the Institute while on deputation or any kind of leave. The Institute should not at all involve with the outside agencies/foreign employers."

The above said decision has been approved by the Board of Governors in its 4<sup>th</sup> meeting held on 08.12.2003.

In view of the details given above and in the light of decision taken by the Board of Governors in its 8<sup>th</sup> meeting held on 23.7.2005 (As Appendix 'M' Page 47 ) in the case of Vinay Kumar, Ex.Professor, Mechanical Engineering Department and other similar cases, the matter is again placed before the finance Committee for review and decision.

Ref. : GA-II/PF of Sh.Balbir Singh,  
Deputy Supdt. (Academic).

(Through: Proper Channel)

10.2.2003

The Director,  
National Institute of Technology,  
Kurukshetra

Subject: Regarding Penal Rent.

Sir,

Please refer to your letter No.GA-II/769 dated 29.01.2003 on the subject noted above.

In this connection I have to submit as under:

- I. That I was on deputation as G.M. from 12.9.1988 to 22.2.1999 and was locally posted at Co-Operative Stores Ltd. Kurukshetra.
- II. It is mentioned that on the recommendation of the Board of Governors in its meeting held on 9.5.1994 vide item No.68.18 the penal rent charged from me have already refunded to me vide letter No.GA-II/3503 dated 20.3.1996 which reads as under : (Photocopy enclosed)

*"As per recommendation of Board of Governors in its meeting held on 9.5.1994 vide item No.68.18 The Principal is pleased to allow the refund of penal Rent amounting to Rs.6339/- to Shri Balbir Singh, Assistant. The Court case filed by Shri Balbir Singh, Assistant will be withdrawn by him on the date fixed."*

Sd/-20/3/96  
Deputy Registrar (GA)  
for Principal

When the College on the recommendation of BOG has already decided the case being the Supreme Body of the Institute and the penal rent refunded to me, why the issue again have been put up to Finance Committee after a gap of 8 years.

Keeping in view, the decision of BOG mentioned above, the letter No.GA-II/769 dated 29.01.2003 may kindly be withdrawn to avoid unnecessary harassment and mental torture to me. The undersigned may kindly be informed within one week.

Thanking you,

Yours faithfully,

Sd/-  
(B.S.KADIAN)  
Dy.Supt.(Acad.)

**The detailed history of case in respect of  
Sh. Balbir Singh regarding penal rent.**

Shri Balbir Singh joined this Institute as Assistant on 31.1.1978. On 28.6.1988, the Managing Director, Haryana State Federation of Consumers Cooperative Wholesales Ltd (CONFED), Chandigarh approached the Institute to spare Shri Balbir Singh, Assistant to proceed on deputation as General Manager, Cooperative Store, Kurukshetra as desired by the then Hon'ble Minister for Cooperation for a period of one year. The Institute acceded to the request and allowed him to proceed on deputation. He was relieved vide our letter dated 7.7.1988 to join there with usual terms and conditions in which retaining of house was one of them. Though his deputation period was for one year but he managed his deputation period extended and remained there up to 21.2.1991.

As per house Allotment Rules approved by the Board of Governors, an employee proceeding on deputation is allowed to retain the house up to three months only. Accordingly the following was one of the condition, which was accepted by Shri Balbir Singh while proceeding on deputation: -

"He will be allowed to retain the house for a maximum period of three months where after penal rent will be charged from him as per Institute's Rules".

Shri Balbir Singh did not vacate the accommodation within the stipulation period of 3 months. He was repeatedly reminded to vacate the house and categorically informed that penal rent would be charged from him. He did not vacate the house and continued to be in possession till 21.2.1991 i.e. the date of his return from deputation.

Shri Balbir Singh made representation to the then Chairman, Board of Governors that penal rent should not be charged from him. The then Chairman passed the following orders on 8.2.1990: -

"This matter has financial and administrative implications. It would be appropriate for the Standing Administrative Committee to consider this and make recommendations to the Board".

The matter was placed before the Board in their 76<sup>th</sup> meeting held on 29.6.1990 vide item No. 76.20. The Board adopted the following resolution: -

"That penal rent be recovered from Shri Balbir Singh, Assistant for unauthorized retention of house from 12.10.1988 onwards as per House Allotment Rules of the College."

The decision of the Board of Governors was conveyed to Shri Balbir Singh. He had failed to deposit the amount due from him on account of penal rent. He had also filed a case in the Court at Kurukshetra against the imposition of penal rent by the Institute. The penal rent recoverable from Shri Balbir Singh was in accordance with the House Allotment Rules of the Institute. He again made a representation to the then Chairman, Board of Governors on the above issue involving other employees who were allowed to retain their accommodation in the past. That aspect was examined in details. The case of Shri Balbir Singh had no bearings with them.

The matter was again placed before the Board in its 78<sup>th</sup> meeting held on 3.1.1992 and the Board resolved as under: -

"Resolved that the matter for realizing the penal rent payable by Shri Balbir Singh, Assistant for the period of his deputation be referred to Haryana State Federation of Consumers Co-operative Wholesales Ltd., Chandigarh and that the case be reviewed by the Board of Governors on receipt of reply from them."

In view of the instructions of the Board, the matter for realization of rent was taken up with the Managing Director, CONFED, Chandigarh. Despite several letters and reminders by the Institute as given below, no reply was received from them: -

GA-II/8673 dated 30.4.1992  
GA-II/2655 dated 15.3.1993  
GA-II/4176 dated 23.4.1993  
GA-II/5409 dated 29.5.1993  
GA-II/7381 dated 16.7.1993  
GA-II/9671 dated 16.9.1993

Since the matter regarding penal rent outstanding against Shri Balbir Singh was not resolved, it was again put up before the Finance Committee meeting in its 68<sup>th</sup> meeting held on 21.4.1994 vide item No. 68.18 in which the following provision of the Haryana Govt. regarding rental charges to be paid by the foreign employer requisitioning the services of an employee on deputation was explained. Provisions made by the Govt. with regard to terms of deputation on foreign service reads as under:-

"If the Govt. employee continues to occupy a Govt. residence, he shall be required to pay the rent thereof at the rate of 10% of his pay and the difference between this amount and the rent charged by the Govt. shall be paid by the foreign employer."

The observation of Finance Committee was as under: -

"The Finance Committee observed that Shri Balbir Singh, Assistant, should pursue with the CONFED for realising penal rent outstanding against him, failing which the amount of penal rent will have to be recovered from him."

The Board in its 83<sup>rd</sup> meeting held on 9.5.94 ratified the above observation as under: -

"Regarding item 68.18 the Board desired that the Institute should make efforts to recover the penal rent outstanding against Shri Balbir Singh from the CONFED".

It was under these circumstances that amount of Rs.6339/- deposited by Shri Balbir Singh over and above normal rent was refunded to him and thereafter the court case was withdrawn by him.

Since the recovery of the amount can not be made from the two sides for same purpose Shri Balbir Singh was informed vide letter dated 20.3.1996 as under: -

"As per recommendations of Board of Governors in its meeting held on 9.5.1994, vide item No. 68.18 the Principal is pleased to allow the refund of penal rent amounting to Rs.6339/- to Shri Balbir Singh, Assistant. The Court case filed by Shri Balbir Singh, Assistant will be withdrawn by him on the date fixed."

Side by side the matter for realization of the arrears of the penal rent for the period of deputation was taken up again with the Managing Director, Haryana State Federation of Co-operative Consumer, Wholesale Ltd., S.C.O.No.1014-15, Sector 22-B, Chandigarh, but we were informed by the Managing Director of the aforesaid Department in October, 1994 to make further correspondence with the Deputy Commissioner, Kurukshetra for the recovery of penal rent noted above. Accordingly the case was taken up with the Deputy Commissioner, Kurukshetra. The Deputy Commissioner, Kurukshetra instructed the Sub. Registrar, Co-operative Societies, Kurukshetra in January, 1995 to take necessary action in the matter.

The Institute took up the matter with the Sub-Registrar Co-operative Societies, Kurukshetra in January, 1995 itself. We pursued the matter with the Sub-Registrar, Co-operative Societies, Kurukshetra, Haryana by writing at least Eight letters but the matter stood where it was.

The details of rent recovery in respect of Shri Balbir Singh are as under:-

i)	Total amount of penal rent w.e.f. 12.7.88 to 21.2.91.	Rs. 25986.80
ii)	Actual amount deposited by Shri Balbir Singh/ recovered from Sh.Balbir Singh for the period 12.7.88 to 21.2.91.	Rs.10705.05
iii)	Amount of normal rent if calculated at the rate of his basic pay for the period 12.7.88 to 21.2.91.	Rs. 4336.05
iv)	Amount to be borne by his foreign employer(i-iii).	Rs. 21650.75
v)	Amount already refunded to Shri Balbir Singh (ii-iii)	Rs. 6339.00

When nothing was hammered out from the CONFED the Institute had to put up the case before the Finance Committee once more in its 1<sup>st</sup> meeting held on 8.11.2002 vide item 1.12 and the Finance Committee decided that Sh.Balbir Singh, Assistant should be made responsible for the said outstanding penal rent and steps should be taken to recover the outstanding penal rent from him. Shri Balbir Singh represented against the said decision of the FC. In this connection it is mentioned that issue regarding recovery of penal rent of Shri Balbir Singh has put the Institute in an awkward position. The case has become peculiar because of his withdrawing the Court Case and refund of Rs.6339/- made to him in terms of implications of the BOG decision taken in their 83<sup>rd</sup> meeting held on 9.5.94.

NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA.

No. NITK/8<sup>th</sup> BOG/8.5/ 5464  
Dated: 22/8/2005

8.5 To consider final settlement of Dr. Vinay Kumar, Ex- Professor in Department of Mechanical Engineering of the Institute.

The Board of Governors of the Institute in their 8<sup>th</sup> meeting held on 23.7.2005 has decided as under:

The Board considered outstanding penal rent against Dr. Vinay Kumar, Ex Professor of the Mechanical Engineering Department along with other cases of outstanding penal rent as per list appended with the agenda item 8.5.

The Board noted that a decision has already been taken by the Board in its 7<sup>th</sup> meeting held on 19.2.2005 vide item no. 7.18 to recover penal rent from Dr. Vinay Kumar for unauthorizedly retaining the Institute accommodation in accordance with the decision of its 3<sup>rd</sup> meeting held on 6.10.2003 which comes to Rs. 18,06,857/-.

After detailed discussion, the Board reviewed its earlier decision regarding penal rent to be charged from Dr. Vinay Kumar and decided as under:-

- i) The penal rent be charged from Dr. Vinay Kumar for unauthorized occupation of the Institute accommodation @ equivalent to market rent for the period he was required to pay 100% of basic pay and double the market rent for the period he was required to pay 200% of basic pay.
- ii) The Board further noted that Dr. Vinay Kumar had unauthorizedly kept the house locked for a long time and damage was done to the property for which the Institute has spent around Rs. 30,000/- on its renovation. The Board decided that the amount spent by the Institute for renovation may also be recovered from Dr. Vinay Kumar.  
The Board further decided that other cases of outstanding penal rent, as mentioned in Appendix-VII to item 8.5, be also disposed off on the same pattern as mentioned in para (i) above as one time measure.

✓ A copy of the BOG Agenda Item 8.5 is enclosed.

This is for favour of your information and necessary action.

EA2

*N.M. S.M.P.S.*

Deputy Registrar (GA)

✓ Estate Officer/Deputy Registrar (Accounts).

*R.H. Mohesh*  
REGISTRAR *22/8/2005*