

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA – 136119**

No. R/2026/2346

Dated: 01/06/2026

NOTIFICATION

Subject : Constitution of a Generalized Disposal Committee for Disposal of Surplus, Obsolete and Unserviceable Goods/Assets – reg.

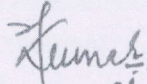
In compliance with the provisions contained under Rule 217(ii) of the General Financial Rules (GFR) 2017 regarding constitution of a committee for declaration and disposal of surplus, obsolete and unserviceable goods, Rules 218 to 222 of GFR 2017 regarding modes of disposal, preparation of Form GFR-10 (Report of Stores for Disposal) and Form GFR-11 (Sale Account), and Rule 217(iii) of GFR 2017 read with the Significant Accounting Policies of the Institute (Schedule 23) regarding determination of Book Value on Straight Line Method (SLM) of depreciation, and consequent upon the approval of the competent authority, it is hereby notified as under:

1. All members of staff (Group A & B) of the Institute (Statute 22 of NIT First Statutes 2017) of Pay Level-6 and above as per 7th CPC (applicable Recruitment Rules) shall be eligible for nomination/appointment as members of the Technical Committee (Department level) and the Disposal Committee (Central level) for disposal proceedings.
2. For identification and initiation of disposal proceedings, a Technical Committee comprising three members of appropriate level having domain knowledge shall be constituted by the concerned Head of Department/Sectional Head. The Technical Committee shall be responsible for physical inspection of the item(s), recording of reasons for declaring them surplus, obsolete or unserviceable as per GFR Rule 217(i), and preparation of a detailed statement in Form GFR-10.
3. The following generalized composition of the Disposal Committee consisting of three members shall be followed for disposal of surplus, obsolete and unserviceable goods/assets of the Institute:
 - a. Member (Technical) – Any one of the following as appropriate:
 - i. EE / AEE / AE (Civil) / SG-I / SG-II – for Furniture and Fixtures
 - ii. EE / AEE / AE (Electrical) / SG-I / SG-II – for Electrical and Electronics items
 - iii. STO / TO / TA / SG-I / SG-II / Sr. CCN – for Computer and Peripherals (ICT items)
 - iv. Other expert member having domain knowledge, to be nominated by the concerned Department or Section, as required
 - b. Member – Assistant Registrar (Accounts) or his nominee
 - c. Member – Assistant Registrar (Stores & Purchase) or his nominee

4. The Disposal Committee so constituted shall be responsible for the following:
- a. Physical inspection of the item(s) and verification of the recorded reasons for declaring them surplus, obsolete or unserviceable as per GFR Rule 217(i).
 - b. Determination of Book Value (as per Asset Register/Accounts Section on Straight Line Method basis at rates prescribed in Schedule 23 of the Significant Accounting Policies of the Institute), Guiding Price and recommendation of Reserved Price to the Competent Authority as per GFR Rule 217(iii). Assets fully depreciated shall be treated at a nominal residual value of ₹1/- (Rupee One only) as per the Accounting Policies of the Institute.
 - c. Preparation of Form GFR-10 (Report of Stores for Disposal) and recommendation of the appropriate mode of disposal viz. advertised tender, public auction, buy-back, transfer, scrap or destruction, in accordance with GFR Rules 218 to 221.
 - d. To recommend fixing of responsibility to the competent authority, wherever an item has become unserviceable due to negligence, fraud or mischief on the part of a Government servant, as required under GFR Rule 217(iv).
 - e. Preparation of Form GFR-11 (Sale Account) duly signed by the officer supervising the sale, and ensuring deposit of sale proceeds into the appropriate account of the Institute as per GFR Rule 222.

All Departments, Sections and Centres shall ensure strict compliance of the above provisions for expeditious and transparent disposal of surplus, obsolete and unserviceable goods/assets in accordance with GFR 2017, and shall coordinate with the Stores & Purchase Section for all disposal-related matters.

This issues with the approval of the competent authority.


01.06.2026
Registrar In-charge

Copy to:

1. All Deans / Heads of Departments / Sectional Heads
2. Assistant Registrar (Accounts) – for information and record
3. Assistant Registrar (Stores & Purchase) – for record and compliance
4. Internal Audit Division
5. Concerned file/Website under notification.

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA – 136119**

NOTIFICATION

No. R/2026/3056

Dated: 6th July, 2026

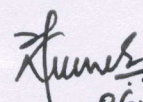
Subject: Constitution of a Generalized Technical Committee for identification and initiation of disposal proceedings in respect of surplus, obsolete and unserviceable goods/assets – reg.

In compliance with the provisions contained under Rule 217(i) and Rule 217(ii) of the General Financial Rules (GFR) 2017 regarding identification, declaration and initiation of disposal proceedings in respect of surplus, obsolete and unserviceable goods/assets, read with Para 2 of Notification No. R/2026/2346 dated 01.06.2026 issued by this office regarding constitution of a Technical Committee at the Department/Section level, and consequent upon the approval of the competent authority, it is hereby notified as under:

1. Since items such as Computer & Peripherals, Furniture & Fixtures and Electrical & Electronic items are of similar nature across all Departments, Sections and Centres of the Institute, the following Generalized Technical Committee is hereby constituted in supersession of the requirement of constituting separate Technical Committees for each disposal case, so as to facilitate timely and uniform processing of all disposal proceedings:
 - i. Member (Technical) – As prescribed under Para 3(i) of Notification No. R/2026/2346 dated 01.06.2026 (domain-specific technical member appropriate to the category of item under disposal)
 - ii. Member – Superintendent or above from Accounts Section / Internal Audit
 - iii. Member – Representative of the concerned Department/Section, responsible for preparation of records, Form GFR-10 and other requisite documents
2. The Technical Committee shall be responsible for physical inspection of the item(s), recording of reasons for declaring them surplus, obsolete or unserviceable as per GFR Rule 217(i), and preparation of a detailed statement in Form GFR-10 (Report of Stores for Disposal) as prescribed under GFR Rule 217(iii).
3. After preparation of the prescribed records and Form GFR-10, the concerned Department/Section shall forward the complete proposal to the Stores & Purchase Section for convening the meetings of the Technical Committee and the Generalized Disposal Committee constituted vide Notification No. R/2026/2346 dated 01.06.2026, as per requirement and availability of members.

All Departments, Sections and Centres shall ensure compliance of the above provisions and shall coordinate with the Stores & Purchase Section for all matters relating to disposal of surplus, obsolete and unserviceable goods/assets.

This issues with the approval of the competent authority.


06.07.2026
Registrar In-charge
National Institute of Technology
Kurukshetra – 136119

Copy to:

1. All Heads of Departments / Sectional Heads – NIT Kurukshetra
2. Dean (Planning & Development) – for information and necessary action
3. Assistant Registrar (Accounts) – for information and record
4. Assistant Registrar, Stores & Purchase Section – for record and compliance
5. O/o Registrar
6. Sr. PA to Director
7. Concerned file

**NATIONAL INSTITUTE OF TECHNOLOGY
KURUKSHETRA – 136119**

NOTIFICATION

No. R/2026/3057

Dated: 6th July, 2026

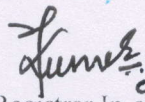
Subject : Write-off and Retention/Disposal of Laptops issued to Faculty and Non-faculty Staff of the Institute – reg.

In compliance with the resolution of the Board of Governors of NIT Kurukshetra passed in its 44th Meeting held on 05.02.2018 vide Item No. 44.8, the provisions of the General Financial Rules (GFR) 2017, and the Significant Accounting Policies of the Institute (Schedule 23), and consequent upon the approval of the competent authority, it is hereby notified as under:

1. The Board of Governors of NIT Kurukshetra, in its 44th Meeting held on 05.02.2018 vide Item No. 44.8, resolved that the laptops provided to Faculty/Non-faculty Staff of the Institute be declared obsolete and written off as per GFR 2017. Further, if any Faculty/Non-faculty Staff is interested to retain the existing laptop, he/she may be allowed to retain the same at 1/10th of the original cost.
2. In respect of laptops issued to Faculty and Non-faculty Staff of the Institute, the following procedure shall be followed upon completion of the write-off procedure in accordance with the provisions of GFR 2017 and the disposal procedure prescribed by the Institute:
 - i. Employees desirous of retaining their laptops shall be permitted to do so on payment of 1/10th of the original cost of the laptop, in accordance with the resolution of the Board of Governors. The amount so recovered shall be deposited into the Institute account.
 - ii. Laptops not retained by employees may be allowed to be used by the concerned employee until replacement laptops are provided. Thereafter, such laptops shall be disposed of in accordance with the provisions of GFR 2017 and the prescribed Institute disposal procedure.
 - iii. Write off of all obsolete laptops and Disposal of laptops not retained shall be carried out through the Generalized Technical Committee and the Generalized Disposal Committee constituted vide Notification No. R/2026/2346 dated 01.06.2026 and the Notification No. R/2026/3056 dated 06 . 07 .2026 issued in this regard.
3. The concerned Department/Section shall initiate the write-off and disposal process by forwarding the complete proposal along with Form GFR-10 to the Stores & Purchase Section, which shall coordinate the convening of the Technical Committee and Disposal Committee meetings as per the prescribed procedure.

All Departments, Sections and Centres are requested to ensure compliance of the above provisions.

This issues with the approval of the competent authority.


06.07.2026
Registrar In-charge
National Institute of Technology
Kurukshetra – 136119

Copy to:

1. All Heads of Departments / Sectional Heads – NIT Kurukshetra
2. Dean (Planning & Development) – for information and necessary action
3. Assistant Registrar (Accounts) – for information and record
4. Stores & Purchase Section – for record and compliance
5. O/o Registrar
6. Sr. PA to Director
7. Concerned file