

**राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड**  
**NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND**

**MINUTES OF THE 16<sup>th</sup> MEETING OF THE FINANCE COMMITTEE  
HELD ON 18<sup>TH</sup> JANUARY 2019 AT NITUK-SATELLITE CAMPUS, MNIT JAIPUR**

The following members were present:

- |                               |   |                           |
|-------------------------------|---|---------------------------|
| 1. Prof. Shyam Lal Soni       | - | I/c Chairman              |
| 2. Shri Madan Mohan           | - | Nominee of AS (TE), MHRD  |
| 3. Shri Dhananjay Kumar Singh | - | Nominee of JS (IFD), MHRD |
| 4. Prof. Anju Pathak          | - | Member                    |
| 5. Colonel Sukhpal Singh      | - | Member Secretary          |

Mr. Anil Goyal, Member, Finance Committee could not attend the meeting due to his prior commitments. At the outset Member Secretary, Finance Committee welcomed the Chairman and all the members and requested Chairman Finance Committee to preside over the today meeting. The Chairman in his opening remarks welcomed all the members to the meeting and extended special welcome to Prof. Anju Pathak as newly appointed member of the Finance Committee.

The Committee discussed the following agenda:

**FC 16.01: To confirm the Minutes of the 15<sup>th</sup> Meeting of Finance Committee.**

Minutes of the 15<sup>th</sup> Finance Committee meeting, duly approved by the Chairman were circulated vide email dated 20/06/2018 (**Annexure FC 16.01**).

The Finance Committee is requested to confirm the same.

**Resolution: Confirmed.**

**FC 16.02: Action Taken Report**

The Action Taken Report is as below:

Agenda Item No.	Agenda Item	Action Taken
FC 15.01	To confirm the Minutes of the 14 <sup>th</sup> Meeting of the Finance Committee	Noted & Implemented
FC 15.02	Actions Taken Report	Noted & Implemented
FC 15.03	Approval of Budget/Expenditure under TEQIP-III project	Approved & Implemented
FC 15.04	To conform the Minutes of the 6 <sup>th</sup> BWC	Allocation of ₹15.00 Crores under Budget head OH-35 is still awaited from the Ministry.
FC 15.05 (A)	Approval of Annual Accounts statement for Financial Year 2017-18	Noted & Implemented

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28/1/19

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28/1/18

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**Resolution:** *Noted. Rs.15.00 crores has been received under Budget Head OH-35 vide MHRD letter no.F.No.36-2/2018-TS.III dated 14<sup>th</sup> September, 2018. Consequent to the agitation and operationalization of NITUK-Satellite Campus at Jaipur, the Institute is not able to utilize the funds; however, the same will be utilized for implementing the fresh proposals of creating infrastructure in the temporary campus on the ITI land of Srinagar when handed over. These fresh proposals will also be routed through BWC.*

**FC 16.03:** Approval for expenditure of Manpower and Security Services.

NIT Uttarakhand is hiring Manpower Services and Security Services in the Campus for smooth functioning of the Institute. Institute has recently concluded two contract namely, "Security Service Contract" and "Manpower Service Contract", the Annual value of these contracts is approximately ₹2.50 Crores and ₹3.00 Crores, respectively, thereby, the total cost of hiring these services, is estimated to be ₹5.50 Crores per annum. All these contracts have been awarded in the conformity of GFR 2017 provisions.

The Finance Committee is requested to approve the above expenditure.

**Resolution:** It was brought to the notice of the FC that Manpower Services and Security Services have been hired by the Institute since December, 2017 without approval of FC/BoG. Hence, the Institute authorities were instructed to terminate those Contracts by giving one months' notice as per the terms and conditions in the existing Contracts. All the details of the Contracts earlier awarded may be placed in the next meeting of the FC. After approval of FC and BoG, Contracts of Outsourcing of Manpower and Security Services are required to be finalized by scrupulously following relevant instructions under Rule 197 - 206 of GFR-2017. More specifically, in view of Rule 201(ii) of GFR, 2017, in case of estimated value of non-consulting service above ₹10.00 lakh, advertisement is required to be issued on CPP portal, on GeM and on website of the Institute. Further, as per Rule 149 of the GFR, 2017, Goods and Services available on GeM are required to be mandatorily procured through GeM.

**FC 16.04:** Approval of Revised Estimates for Financial Year 2018-19 and Budget Estimates for Financial Year 2019-20.

Revised Budget Estimates for Financial Year 2018-19 and Budget Estimates for Financial Year 2019-20 are enclosed as (Annexure FC 16.02).

The Finance Committee is requested to approve Revised Estimates and Budget Estimates.

**Resolution:** *Approved, the Revised Budget estimate against procurement of E-books vide Agenda FC 16.13 be enhanced from ₹82.00 lacs to ₹115.00 lacs for the financial year 2018-19.*



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**FC 16.05: Approval of Office bearers under TEQIP-III project.**

The Finance Committee vide resolution no. FC 15.03 dated 11/06/2018 (Annexure FC 16.03), approved constitution of a committee, for smooth running of the TEQIP-III project in the Institute. The Committee is hereby proposed to be re-constituted as follows:

S.No.	Name	Designation
01.	Prof. Shyam Lal Soni	Director
02.	Dr. Vinod Singh Yadav	Coordinator (TEQIP-III)
03.	Dr. Kuldeep Sharma	Nodal Officer (Procurement)
04.	Dr. Yogesh Kumar Prajapati	Nodal Officer (Academic)
05.	Assistant Registrar (Accounts)	Ex-Officio Nodal Officer (Finance)
06.	Dr. M. S. Khatri	Nodal Officer (MIS)
07.	Dr. Nitin Sharma	TNA Coordinator
08.	Mr. Laiju A. R.	Environmental Coordinator
09.	Superintendent (Accounts)	Ex-Officio Finance Executive
10.	Superintendent (Store)	Ex-Officio Procurement Executive
11.	Superintendent (Establishment)	Ex-Officio MIS Executive

The Finance Committee is requested to approve the above proposal.

**Resolution:** *The Finance Committee approves the following Office bearers as per TEQIP guidelines:*

S.No.	Name	Designation
01.	Prof. Shyam Lal Soni	Director
02.	Dr. Vinod Singh Yadav	Coordinator (TEQIP-III)
03.	Dr. Gurinder Singh Brar	EAP Coordinator
04.	Dr. Kuldeep Sharma	Nodal Officer (Procurement)
05.	Dr. Yogesh Kumar Prajapati	Nodal Officer (Academic)
06.	Dr. Rampal Pandey	Nodal Officer (Finance)
07.	Dr. M. S. Khatri	Nodal Officer (MIS)
08.	Dr. Nitin Sharma	TNA Coordinator
09.	Mr. Laiju A. R.	Environmental Coordinator

**FC 16.06: Delegation of Financial Powers under TEQIP-III project.**

The Institute has been allocated ₹15.00 crores under Technical Education Quality Improvement Programme (TEQIP) for a span of three years from 1<sup>st</sup> April, 2017 to 31<sup>st</sup> March, 2020 for improving the quality and equity amongst the Institutions.

This project has many financial obligations and therefore to manage the expenditure of grants, the financial powers are hereby proposed to be delegated as follows:

S.No.	Competent Authority	Financial Power
01.	Board of Governors	Above ₹50.00 Lakhs
02.	Director	Above ₹5.00 and upto ₹50.00 Lakhs
03.	Coordinator (TEQIP-III)	Upto ₹5.00 Lakhs

The Finance Committee is requested to approve the above proposal.



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**Resolution:** *Approved as per TEQIP guidelines.*

**FC 16.07:** TA/DA guidelines for faculty and staff under TEQIP-III project.

MHRD vide letter no.F.No.16-26/2017-TS.VII dated 27/09/2017 (**Annexure-16.04**) have communicated the TA/DA guidelines for faculty and staff under TEQIP-III activities and Honorarium for, external faculty visiting as experts for lecture and attending meetings.

The Finance Committee is requested to approve the same for implementation.

**Resolution:** *Approved as per TEQIP guidelines.*

**FC 16.08:** TA/DA guidelines for students (UG/PG/Ph.D.) under TEQIP-III project.

The activities under TEQIP-III project are controlled and monitored by the National Project Implementation Unit (NPIU), however, there are no guidelines are available with NPIU related to authorization of TA/DA and Accommodation charges to UG, PG and Ph.D. students. Hence, it is proposed to frame following TA/DA and Accommodation guidelines for the students under TEQIP-III project:

Student	Dearness Allowance	Accommodation charges	Travelling Allowance	
			Train	Third AC
Ph.D.	₹500/- per day per student	₹450/- per day per student	Train	Third AC
			Bus	AC Bus
PG	₹500/- per day per student	₹450/- per day per student	Train	Third AC
			Bus	AC Bus
UG	₹500/- per day per student	₹450/- per day per student	Train	Sleeper Class
			Bus	Ordinary Bus

The Finance Committee is requested to approve the above TA/DA and Accommodation norms for students under TEQIP-III project.

**Resolution:** *Approved on reimbursement basis, subject to production of valid bills and necessary supporting documents.*

**FC 16.09:** Approval for Professional Development Fund (PDF) to Trainee Teachers.

The Finance Committee vide item no.FC 14.02 resolved that Professional Development Fund (PDF) may be paid to the Trainee Teachers prospectively as per the rates mentioned in the Trainee Teachers Scheme. Reimbursement will be only for membership of professional societies, attending conferences, publication of papers and procurement of books related to relevant field (**Annexure FC 16.05**).

As per Trainee Teachers scheme, 10% of Gross salary shall be eligible towards contingency/professional expenditure. Accordingly, 10% of Gross salary for the financial year 2017-18 computed towards the Professional Development Fund (PDF) of Trainee Teachers as follows:

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Sr. No.	Name	Gross Salary of F/Y 2017-18	10% of Gross Salary
1.	Mr. Tejas Laheri, Dept. of ECE	₹6,14,421/-	₹61,442/-
2.	Ms. Sarita Yadav, Dept. of ECE	₹6,33,530/-	₹63,353/-
3.	Mr. Nitanshu Chauhan, Dept. of ECE	₹6,17,751/-	₹61,775/-
4.	Mr. Vivek Kumar, Dept. of ECE	₹5,63,870/-	₹56,387/-
5.	Mr. Nitesh Kumar, Dept. of EEE	₹6,17,751/-	₹61,775/-
6.	Mr. Rohit Kumar, Dept. of EEE	₹6,17,013/-	₹61,701/-
7.	Mr. Himesh Kumar, Dept. of EEE	₹5,63,870/-	₹56,387/-
8.	Mr. Deepak Kumar, Dept. of ME	₹6,15,206/-	₹61,521/-
9.	Mr. Gaurav Kumar, Dept. of ME	₹6,19,014/-	₹61,901/-
10.	Mr. Prashant Tiwari, Dept. of ME	₹6,17,751/-	₹61,775/-
11.	Mr. Shashank Bhatra, Dept. of CIV	₹6,42,540/-	₹64,254/-
12.	Mr. Bibhash Kumar, Dept. of CIV	₹6,35,647/-	₹63,565/-
13.	Mr. Muskan Mayank, Dept. of CIV	₹6,19,014/-	₹61,901/-
14.	Mr. Abhinav Kumar, Dept. of CIV	₹6,17,751/-	₹61,775/-
15.	Mr. Neeraj Kumar, Dept. of CIV	₹5,72,660/-	₹57,266/-
16.	Ms. Sneha Chauhan, Dept. of CIV	₹5,71,354/-	₹57,135/-
<b>Total</b>		<b>₹97,39,143/-</b>	<b>₹9,73,913/-</b>

The Finance Committee is requested to approve the PDF fund as per above table.

**Resolution: Approved.**

**FC 16.10: Approval of additional expenditure at NITUK–Satellite Campus, MNIT Jaipur.**

Consequent to a fatal road accident on NH-58 in front of the Temporary Campus in Srinagar (Garhwal), in which two students of the Institute received very severe injuries, all students of NIT Uttarakhand are sitting on an indefinite strike since 04.10.2018, demanding immediate shift of Temporary Campus to a safe location where, industrial exposure, proximity to medical facilities and good connectivity in terms of road, rail and air modes of travel are available. The daily reports, through emails, are being forwarded to each member of the Board, since then.

The Competent Authority approved the shifting of 625 students of B.Tech. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year to be accommodated at the Satellite Campus of NIT Uttarakhand at MNIT Jaipur, vide letter no. 33-1/2012-TS.III dated 3<sup>rd</sup> December, 2018, copy enclosed as **Annexure FC 16.06**.

Additional Expenditure on Furniture and Furnishing

For the smooth functioning of NITUK–Satellite Campus at Jaipur, NIT Uttarakhand is supposed to provide ₹2.00Crores to MNIT Jaipur towards furniture and furnishings of the class rooms, hostels and administrative accommodation, so provided by MNIT Jaipur for the Satellite Campus of NIT Uttarakhand.

*[Signature]*  
28/11/19

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28/11/19



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### Additional Expenditure on Remuneration to hired faculty/staff from MNIT Jaipur

The existing norms as approve in the 3<sup>rd</sup> Finance Committee vide FC 03.05 are as follows:

Any expert who is not an employee of NIT Uttarakhand and attending a meeting for NIT Uttarakhand shall be paid honorarium.	₹5,000/- per day for Officers/Teachers ₹1500/- per day for Technical Staff.
Any, teacher who is not an employee of NIT Uttarakhand and delivering Lectures at the Institute shall be Paid honorarium.	₹5,000/- per day for faculty from place more than 100 km from NIT Uttarakhand. ₹1500/- per hour for local faculty. ₹800/- per hour for persons who are not in regular service as a teacher of college/university.

However, consequent to the shifting of campus to MNIT Jaipur, to draw maximum advantage from the eminent faculty of MNIT Jaipur, in addition to the above rate of remunerations, it is proposed that each faculty of MNIT Jaipur, who is invited to teach **complete course** at NITUK–Satellite Campus, shall be paid remuneration of ₹25,000/- per credit of the course, however, if invited and engaged for only labs/lectures they shall be paid an honorarium of ₹1,500/- per hour for each hour of lab/lecture with a limit of ₹5,000/- per day. Similarly their lab technicians and helpers, if engaged for labs, shall be paid an honorarium of ₹1,000/- and ₹500/- respectively, per hour for each hour of lab with a limit of ₹2,000/- and ₹1,000/- per day, respectively.

### Additional Expenditure on Outsourced Manpower and Security Services

Due to operation of NITUK–Satellite Campus at MNIT Jaipur, the following additional Manpower from the service provider is required to be deployed at Jaipur for smooth functioning of the Satellite Campus:

Manpower	Nos.	Wages (Per Day)	Monthly cost to NITUK(per person)	Monthly wages	Annual wages
A	b	c	d	e (b*d)	f*12
Supervisor	01	₹617	₹26,000/-	₹26,000/-	₹3,12,000/-
Office Assistant	13	₹617	₹26,000/-	₹3,38,000/-	₹40,56,000/-
Security Guards	05	₹617	₹25,249/-	₹1,26,245/-	₹15,14,940/-
Electrician	01	₹617	₹26,000/-	₹26,000/-	₹3,12,000/-
Plumber	01	₹617	₹26,000/-	₹26,000/-	₹3,12,000/-
Office Attendant	07	₹527	₹22,553/-	₹1,57,871/-	₹18,94,452/-
Sweeper	07	₹466	₹20,057/-	₹1,40,399/-	₹16,84,788/-
<b>Total</b>	<b>35</b>			<b>₹8,40,515/-</b>	<b>₹1,00,86,180/-</b>

 23/1/19

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Additional Expenditure on HRA, CTG, Transportation Charges and TTA.

The faculty and staff so transferred to operationalize the NITUK-Satellite Campus will have to be granted HRA, CTG, Transportation Charges and TTA which will incur additional financial burden as follows:

Details	Nos.	Average Additional HRA (p.m.)	Annual Average Additional HRA	Average CTG	Average Transportation charges	Average TTA	Average Joining Time Pay
Faculty	40	₹1,52,000/-	₹18,24,000/-	₹15,20,000/-	₹7,02,000/-	₹8,00,000/-	₹14,75,120/-
Non-Faculty	17	₹25,500/-	₹3,06,000/-	₹2,55,000/-	₹2,98,350/-	₹3,00,000/-	₹2,53,861/-
<b>Total</b>	<b>57</b>	<b>₹1,77,500/-</b>	<b>₹21,30,000/-</b>	<b>₹17,75,000/-</b>	<b>₹10,00,350/-</b>	<b>₹11,00,000/-</b>	<b>₹17,28,981/-</b>
Total						₹77,34,331/-	
On transfer back to Parent Campus at the end of 3 years.						₹77,34,331/-	
<b>Grand Total</b>						<b>₹1,54,68,662/-</b>	

The Finance Committee is requested to approve the above proposal.

**Resolution:** *As regards expenditure on remuneration to hired faculty/staff from MNIT Jaipur or any other Institution, the Board approves subject to due justification of requirement of additional faculty by the Dean (Academics) and only on the approval from the Director the additional faculty will be engaged.*

*As regards expenditure on outsourced manpower and security services, FC recommends that further action must be taken keeping in view the fresh requirement at both the campuses of the Institute, and procedure explained against Agenda Point No.16.03 be followed scrupulously.*

*FC is of the opinion that MNIT Jaipur and NIT Uttarakhand should jointly work out, cost per student per semester, which will be payable by NIT Uttarakhand to MNIT Jaipur against operationalization of NITUK-Satellite Campus at MNIT Jaipur. The same may be brought in the next Finance Committee meeting for approval.*

*As regards additional expenditure on HRA, CTG, Transportation charges and TTA, FC recommends that Institute will refer this proposal to MHRD while furnishing comparative financial implication by treating the cases as temporary transfer verses permanent transfer along with relevant instructions.*

*FC recommends to transfer ₹2.00 Crores to MNIT Jaipur from MHRD Grant-In-Aid released to NIT Uttarakhand under OH-35 for provisioning of furniture of the class rooms, hostels and administrative accommodation for the Satellite Campus of NIT Uttarakhand at MNIT Jaipur.*

FC 16.11: Entitlement of Travelling Allowance, Daily Allowance and Sitting Fees to the Members of the Authorities of the Institute for attending the meetings of the Authorities and their Committees.

In accordance the Section 15 of NIT Statutes which stipulates that



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**“15. TRAVELLING ALLOWANCES OF MEMBERS OF THE AUTHORITIES OF INSTITUTE.**

*“Members of the Board and other authorities of the Institute and members of the Committee constituted under the Act or these Statutes or appointed by the Board and other authorities shall be entitled to travelling allowance, daily allowance and sitting fee for attending the meeting of the authorities and their Committees as laid down by the Board from time to time”.*

As per Section 10 of NIT Act and Section 3 of NIT Statutes, BoG, Senate, FC and BWC are the authorities of the Institute. The Section 11, 14 & 18(2) of NIT Act and Section 10, 12, 23 (5) (a) (b) (c) (d) & 23 (18) of NIT Statutes, delineates the members of the respective Authorities of the Institute.

As per the provisions of Section 15 of NIT Statutes, all the members of the Board, Senate, FC, BWC and other authorities of the Institute and members of the Committee constituted under the Act or these Statutes or appointed by the Board and other authorities shall be entitled to Travelling Allowance, Daily Allowance and Sitting Fee for attending the meeting of the authorities and their Committees.

The Finance Committee is requested to approve the above proposal w.e.f. 21.07.2017, [i.e. the date of issue of clarification through Office Memorandum of MHRD vide no.F.No.33-5/2016-TS.III dated 21<sup>st</sup> July, 2017 (**Annexure-16.07**)], as per the provisions of Section 10 of NIT Act, Section 3 of NIT Statutes, Section 11, 14 & 18(2) of NIT Act and Section 10, 12, 23 (5) (a) (b) (c) (d) & 23 (18) of NIT Statutes, and shall be applicable to all other statutory committees composed with the approval of BoG/Senate/FC/BWC.

**Resolution: Approved.**

**FC 16.12: Reimbursement of Daily Allowance in monetary terms to the faculty and staff deputed to NITUK-Satellite Campus at MNIT Jaipur for the duration of Crash Course (Odd Semester 2018).**

The faculty and staff members have been deputed to the NITUK-Satellite Campus up to 14.01.2019. They are expected to collect food bills since their arrivals at MNIT Jaipur as per the prevailing norms to claim the expenditure towards food bills. It is felt that, it is tedious to collect and maintain these bills on daily basis that to for such a long duration of temporary duty.

Therefore, it is proposed that faculty and staff members deputed to NITUK-Satellite Campus may be reimbursed the authorized allowance on food bills admissible per day without production of food bills. An undertaking will be obtained at the end of their deputation stating that they have spent the amount on food bills only based on their entitlement. This was up to 14<sup>th</sup> January, 2019 only.

The NITUK-Satellite Campus had to be established at such short notice and it is an unprecedented situation. Keeping this in mind, the Finance Committee may, as a onetime measure, allow paying Daily Allowances in monetary terms, within the



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prescribed limit, to the faculty and staff on tour to NITUK-Satellite Campus, to conduct the Crash Course.

The Finance Committee requested to approve the above proposal as a Special Case up to 14.01.2019.

**Resolution:** *Approved, while processing reimbursement of Daily Allowance, extant instructions are required to be followed.*

**FC 16.13:** **Approval for Subscription/Renewal of Electronic Databases for Library for the year 2019.**

Electronic resources are being utilized extensively, on yearly subscription basis, by the Institute Library for students as well as faculty members. Details of usage are placed as **Annexure FC 16.08**.

At present only Science Direct is providing access to our Institute from July 2018 onwards. As per recommendation of Library Committee, renewal/subscription of other Electronic Databases including Science Direct for Library amounting to ₹1,13,24,057.15 for year 2019 is required for the Institute Library. Library Committee report is placed as **Annexure FC 16.09**.

Finance Committee is requested to approve the above proposal.

**Resolution:** *Finance Committee approves in principal expenditure of Rs.115laksfor the subscription of E-resources for the year 2019, with enhancement of the Budget of revised estimate (RE 2018-19) from Rs.82.20 lakhs to Rs.115 lakhs in the budget head "E-BOOKS" under Capital Expenditure. The rates for each subscription should be as per the negotiated rates of E-Sodh Sindhu.*

**FC 16.14:** **Item for information.**

**1. Constitution of Institute Level Purchase Committee under TEQIP-III project.**

The following committee was constituted, by the Director under TEQIP-III project as Institute Level Purchase Committee (ILPC) for procurement of goods/items:

01. Chairman-Coordinator (TEQIP-III)
02. Nodal Officer (Procurement) – TEQIP-III
03. Nodal Officer (Finance) – TEQIP-III
04. HoD, Department of Mechanical Engineering
05. HoD, Department of Electrical Engineering
06. HoD, Department of Electronics & Communication Engineering
07. HoD, Department of Civil Engineering
08. HoD, Department of Computer Science & Engineering
09. HoD, Department of Sciences & Humanities
10. Dr. Gurinder Singh Brar, Associate Professor (ME)
11. Dr. DharmendraTripathi, Associate Professor (Mathematics)

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**Resolution:** Ratified, as per TEQIP guidelines.

**FC 16.15:** Any other item with the permission of the Chair.

The Chairman allowed the deliberation upon the representation made by the students of Institute

**Resolution:** The FC deliberated upon the representation made by the students of the Institute.

As regards payment of ₹30.00 Lakh to the student Ms. Neelam Meena, from Council of Student Activity (CSA) funds, for her rehabilitation, since the Fund belongs to the students, the FC recommends to authorize Director to take the decision based upon the recommendations of the Deans Committee.

The meeting ended with vote of thanks to the Chair.

  
(Colonel Sukhpal Singh)  
Member Secretary,  
Finance Committee

Approved / Not Approved

  
Prof. Shyam Lal Soni  
I/c. Chairman,  
Finance Committee

अभ्यासाध्यरयेतः विद्या