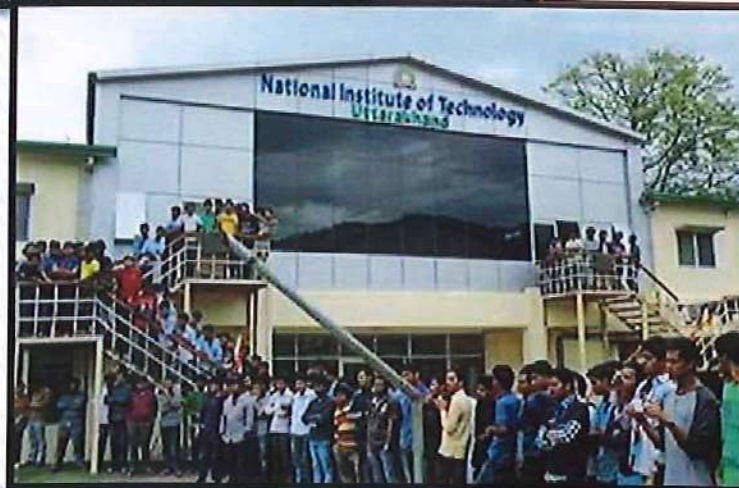


National Institute of Technology, Uttarakhand



4TH June, 2015



**AGENDA FOR SIXTH MEETING
OF
FINANCE COMMITTEE**

**Sixth Meeting
Finance Committee
National Institute of Technology, Uttarakhand**

**Date : 4th June, 2015
Time : 12.00 Noon
Venue : Hotel Shanti Palace, New Delhi**

Agenda

FC 06 .01	Confirmation of the Minutes of the Fifth meeting of the Finance Committee.	01-06
FC 06 .02	Action Taken Report upon previous Finance Committee decisions.	07-09
FC 06 .03	Ratification of notes approved by the Chairman	10-17
FC 06 .04	Agenda for revision of rate of depreciation from 25% to 10% on furniture and fixture	18
FC 06 .05	Approval regarding Reclassification of Asset	18
FC 06 .06	Accounting Policy for accounting of prefabricated huts for hostel, academic and administrative buildings.	19
FC 06 .07	Distribution of interest generated on NPS fund investment.	19
FC 06 .08	Incorporation of surplus amount in corpus fund of the Institute.	20
FC 06 .09	To consider the amount of employee's Medical contribution as Earmarked fund.	20-25
FC 06 .10	Approval for Subscription/Renewal of Electronic Databases for Library for the year 2015.	26-29
FC 06 .11	Approval for Special Compensatory (Hill Area) allowance to employees of NIT, Uttarakhand.	30
FC 06 .12	Extension of provision of NPS to Assistant Professor (On Contract) and Trainee Teachers.	31
FC 06 .13	Extension of internet facility to faculty through Data Card	32-33
FC 06 .14	Any other items with the permission of chair	32

Director

FC 06 .01 Confirmation of the Minutes of the Fifth meeting of the Finance Committee.

Minutes of the fifth meeting of Finance Committee, duly approved by the Chairman were circulated vide letter no. NITUK/Mtngs/2014/1341 dated 1st November 2014 with the request to confirm if they have been recorded correctly or need modification(s) in any respect. No comments / suggestions were received by the Institute. Minutes are enclosed as **Annexure FC 06.01**.

Finance Committee is requested to confirm the minutes.

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

MINUTES OF THE 5th MEETING OF FINANCE COMMITTEE, HELD ON 18th JULY 2014.

The following members were present:

- | | | |
|----------------------------|---|----------|
| 1. Shri Bhaskar Bhat | - | Chairman |
| 2. Shri R. Srinivasan | - | Member |
| 3. Shri Navin Soi | - | Member |
| 4. Prof. Pradipta Banerjee | - | Member |
| 5. Prof. S. C. Lakkad | - | Member |
| 6. Prof. H. T. Thorat | - | Member |

At the outset, the Chairman welcomed all the members.

The Committee discussed the following agenda:

FC 05.01 Confirmation of the minutes of previous Finance Committee Meeting
Resolution: The minutes of previous Finance Committee Meeting are confirmed.

FC 05.02 Action Taken Report upon previous Finance Committee decisions.
Resolution: Action Taken Report is noted.

As regards FC 04.09 It was resolved that teachers on contract can be considered for NPS from the date he / she completes PhD.

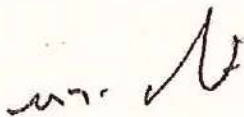
As regards FC 04.11, the MHRD is requested to follow-up the matter with concerned authorities for favorable consideration in view of the location of the Institute in hilly region.

FC 05.03 Ratification of notes approved by the Chairman
Agenda:
a) The Chairman, vide note dt: 12th June, 2014 approved an emergent & inevitable expenditure. Detail enclosed as **Annexure FC 05.02**
b) Some other urgent issues were also discussed with the Chairman, Board of Governors and his approvals were taken in following matters:
i. Approval for appointment of Trainee Teachers.
ii. Approval for Annual Accounts for financial year 2013-14.
iii. Engagement of Administrative Consultants.

Details enclosed as **Annexure FC 05.03**

The Finance Committee is requested to ratify.

Resolution: Ratified, with a suggestion that the efforts shall be made to fill-up the vacant posts, including the post of Registrar, expeditiously.



राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

FC 05.04 Approval regarding allocation of fund in Budget head-Construction at temporary campus.

Agenda: Presently, Institute is running in its temporary campus of Polytechnic and ITI. New prefab buildings at ITI campus are now occupied and will need some additional work to be undertaken to make the buildings fully functional. For this purpose a budget of ₹4 crore may be allocated to budget head 'Construction at temporary campus' from the budget head 'Construction at permanent campus'.

Finance Committee is requested to approve allocation of funds.

Resolution: FC approved the proposal and suggested to submit the details of work in next meeting for information.

FC 05.05: Approval for the scheme of Student Medical Aid Fund (SMAF).

Agenda: In third FC meeting it was proposed that the Institute shall prepare a scheme for providing medical aid and support health care of the students. Therefore, a scheme which will be run by the Institute is enclosed as Annexure FC 05.04. The special features of the scheme would be as under:

- One time contribution at the rate ₹1,000/- per year will be taken from the student at initial admission for the full period of the programme.
- Cost of hospitalization during stay in Institute shall be paid from this fund.
- In case of the demise of the Father / Original Guardian, the Institute fees of a concerned student (excluding hostel fee and mess charges) will be paid from the fund.

The Finance Committee is requested to approve the above proposal.

Resolution: FC resolved that efforts shall be made to tie-up with the Insurance Agency from public sector operating in IIT Roorkee for medical insurance of the students of NIT Uttarakhand.

FC 05.06 Approval for B.Tech Fee structure for the year 2014-15.

Agenda: Admissions to First Year B.Tech. program & registration for new semester of Ph.D. program are commencing from July'2014. As per Government of India policy vide MHRD letter no. F.No.33 - 4 / 2014 - TS.III dated: 5th May 2014. Students seeking admission to B.Tech Program shall be levied ₹70,000/- (Rupees Seventy Thousand) per annum i.e. ₹35,000/- per semester from the academic year 2014-15 and onwards, towards tuition fees component. Similarly, tuition fees (charged in the form of retention fees) for Ph.D. Program shall be ₹15,000/- per annum. Other non-statutory components of fees shall remain unaltered. The above Fee Structure shall be made applicable to the students/scholars admitted in first year B.Tech. & Ph.D. programs in July'2014

NITUK/Mtngs/2014/Page 2 of 5

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

and onwards. Fee Structure for students admitted till March'2014 shall remain unchanged. Details of Fee structure is enclosed as Annexure FC 05.05.

The Finance Committee is requested to approve the above fee structure.

Resolution: FC noted the fee structure with changes as contribution towards SMAF be at the rate of ₹1,000/- per annum.

FC 05.07: Approval for the cheque signing authorities.

Agenda: The Board in its fifth meeting held on 5th February, 2014 (Ref. FC 04.07) resolved that the cheque signing authorities shall be:

- a) Dean (P&D) / Associate Dean (P&D).
- b) Registrar / Deputy Registrar (Accounts) / Assistant Registrar (Accounts)

The Institute faces difficulties, if one of the cheque signing authorities is not available in the Headquarter for any reason, causing delay in important financial transactions.

It is, therefore, proposed to modify above mentioned resolution to the one proposed below:

The cheque signing authority shall be as under and signature of any two from amongst the three shall be required for signing the cheques.

- a) Dean (P&D) / Associate Dean (P&D)*
- b) Registrar / Deputy Registrar (Accounts) / Assistant Registrar (Accounts)*
- c) One of the Board of Governors member from amongst the Teacher representative on the Board.

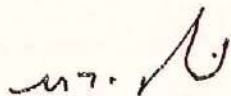
*Lower position shall be authorized only in the event of vacant higher position.

The Finance Committee is requested to approve.

Resolution: Approved. However, all the signatories shall be regular employees of the Institute.

FC 05.08 Procurement of Mobile Phones with Internet connectivity to Officers providing essential services.

Agenda: The Board in its 3rd Meeting held on 8th October 2013 (FC 03.21) approved the telephone expenses to officers performing essential/emergent duties (viz. Director, Registrar, Deans, Associate Deans, Chief Warden, Warden and Assistant Registrar). It is felt necessary to provide them with mobile internet facilities so that the guidance, instructions, information are accessible in detail through email especially during odd hours.



राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Every Individual has his/her own mobile connection. Institute has taken CUG facility in which calls within the group are free. However, now those who are provided Institute connection are requesting for a mobile unit.

It is, therefore, proposed to provide mobile phones units with Internet facilities to all the above officers and also to Medical Officer & Security Officer. The cost of mobile units will be approximately ₹20,000/- per unit.

Finance Committee is requested to approve the procurement of mobile phones.

Resolution: Item withdrawn.

FC 05.09 Approval for honorarium of staff appointed on contract basis.

Agenda: For want of recruitment of regular employees, the Institute is carrying out the work in laboratories and Offices by engaging ad-hoc (temporary) staff. The Institute being at Initial stage, the quality manpower (technical as well as ministerial) is very essential. The present structure of payable remuneration has wide gap between the salary of regular employee and wages of temporary employee. This gap further widens up due to increase in DA biannually. It is; therefore, propound to fix up the remuneration of temporary engagee at the minimum basic of respective pay band with GP and present rate of DA. This will help the Institute to attract better candidature on required position.

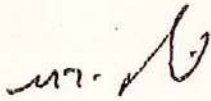
Finance Committee is requested to approve the above proposal.

Resolution: FC resolved that the committee constituted by the Director assesses the compensated remuneration and implement with approval of the Board of Governors.

FC 05.10 Upgradation of Institute's fee account to online fee collection mode-----for information

Agenda: Presently, the Institute is collecting fee from the students in the account namely, Power Jyoti account in State Bank of India. This is a manual mode of collection of fee from students. To make compilation of fee data easier earlier account was upgraded in online fee deposit account under the scheme *State Bank Collect* by State Bank of India. This was done keeping in view the increase in number of students every year and number of courses in future. As the number of students will rise every year with the increase in number of courses, it will be difficult to maintain such data manually. To avoid the shortcomings of manual data, the Institute is maintaining online transaction mode as a better option.

Under this scheme model, the State Bank of India has agreed to provide a web page on their Bank's site with static data like Name of Student, Admission no., Year, Semester etc. Dynamic data like admission amount, exam fee, library fee, etc. will



NITUK/Mtngs/2014/Page 4 of 5

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

be uploaded. The Institute will also get detailed MIS containing the defined fields through internet on daily basis or given range of dates. Fee can be paid via internet banking or through Debit and Credit card besides the traditional modes of collection likewise DD, Cheque, cash, RTGS, etc.

This is for information of the Finance Committee.

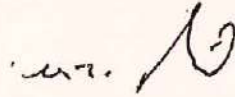
Resolution: Noted

FC 05.11 Approval regarding cash handling allowance to staff handling cash.

Agenda: Accountant in the PB-2 with GP ₹4,200/- has been assigned duties of cashier to handle cash. As per appendix 8, order no.1 of FRs, this duty can be assigned to LDC/UDC/Assistants. The average cash handled in this Institute in financial year 2013-14 was over ₹1,00,000/-. As per aforesaid order official handling cash of above value is entitled to cash handling allowance of ₹600/- per month. This shall be increased by 25% in case DA increases above 50%.
In view of the above, the Finance Committee is requested to sanction cash handling allowance of ₹750/- per month to person handling cash at this Institute.

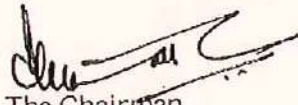
Resolution: Approved as per rules.

FC 05.12 Any other item(s) with the permission of Chairman
The meeting ended with Vote of thanks to the Chair.



Prof. H. T. Thorat
Director

Submitted for Approval



The Chairman
Board of Governors
NIT, Uttarakhand

FC 06 .02

Action Taken Report upon previous Finance Committee decisions.

Action taken report upon the agenda of the fifth meeting of the Finance Committee is as under:

Item Nos.	Agenda Items	Action Taken
05.01	Confirmation of the minutes of previous Finance Committee Meeting.	Confirmed
05.02	Action Taken Report upon previous Finance Committee decisions.	Noted
05.03	Ratification of notes approved by the Chairman	Implemented. Post of Registrar has been advertised in April 2015
05.04	Approval regarding allocation of fund in Budget head-Construction at temporary campus	As suggested, details are enclosed as annexure FC 06.02.
05.05	Approval for the scheme of Student Medical Aid Fund (SMAF)	Implemented
05.06	Approval for B.Tech. fee structure for the year 2014-15	Implemented
05.07	Approval for the cheque signing authorities	Implemented
05.08	Procurement of Mobile Phones with Internet connectivity to Officers providing essential services	Item withdrawn and hence no action necessary
05.09	Approval for honorarium of staff appointed on contract basis	Action is being taken. Report of the committee will be tabled
05.10	Upgradation of Institute's fee account to online fee collection mode-for information	Implemented
05.11	Approval regarding cash handling allowance to staff handling cash.	Implemented

Summary of Bills Regarding Civil Works

Date: 19/05/2015

SL. NO.	WORK ORDER NO.	NAME OF WORK	APPROVED AMOUNT	ADVANCE PAID	AMOUNT ASKED IN BILL	TOTAL EXPENDITURE	Deduction	TDS	TOTAL NET PAYMENT
1	Ref. No: NITUK/Estates/2014/641 Dt- 21/05/2014	Aluminum partition work for Block-I	12.78 LAKHS	200,000	10,75,450	12,75,450	NIL	11595	12,63,855
2	Ref. No: NITUK/Estates/2014/779 Dt- 13/06/2014	Land protection work in Temporary Campus	29.79 LAKHS	297,900	26,72,953	29,70,853	NIL	27,008	29,43,845
3	Ref. No: NITUK/Estates/2014/814D t- 13/06/2014	Aluminum partition work for Block-II	10.63 LAKHS	106,300	9,56,949	10,63,249	249	9,666	10,53,334
4	Ref. No: NITUK/Estates/2014/880 Dt- 02/07/2014	Aluminum partition work for Block-III	13.55 LAKHS	135,500	12,10,900	13,46,400	NIL	12,240	13,34,160
5	Ref. No: NITUK/Estates/2014/2115 Dt-13/11/2014	Road & Ramp work	9.91 LAKHS	1,49,000	8,46,258	9,95,258	4,509 + 16,144	9,048	9,65,557
6	Ref. No: NITUK/Estates/2014/2114 Dt-13/11/2014	Stage & Drainage work	20.99 LAKHS	3,14,000	17,84,250	20,98,250	13,546	19,075	20,65,629
7	Ref. No: NITUK/Estates/2014/4902 Dt-04/03/2014	Construction of Boundary wall of Permanent Campus	1,327.48 LAKHS	4,00,00,000	3,33,67,055	3,33,67,055	NIL	2,61,401	3,31,05,654
8	Ref. No: NITUK/13/1910 and 1911 Dt- 13/11/2014	Pre-engineered Building for Civil Engineering Department AND Mechanical and Electrical Department	3,27,65,000+ 6,77,96,000	10,05,61,000	2,84,356 + (1,21,804.37)	3,30,49,357 + 6,76,74,196	48,58,604	870,022	-5728626

Lokesh
19/05/15
(J.E Civil)

Shah
19/05/15
I/C (Construction)

Annexure-2

Summary Of Bills Regarding Electricals Works

Sl. No.	WORK ORDER NO.	NAME OF WORK	Approved Amount(₹)	Advance paid(₹)	Bill Received Of (₹)	Deduction (₹)	TDS(₹)	Total net payment(₹)
01	Ref. No: NITUK/Estates/2014/641 Dt- 21/05/2014	Providing & fixing 30Amp TPN Industrial Sockets, Wiring & DBs	19,12,735	2,00,000	1,712,735	NIL	17,389	18,95,346
02	Ref. No: NITUK/Estates/2014/815 Dt- 13/06/2014	Electrical room DG set and Transformer Platform, cable trenching and fencing work	10,55,670	105,600	9,50,070	2,28,125	7,316	8,20,229
03	Ref. No: NITUK/Estates/2014/879 Dt- 02/07/2014	Main LT panel, Capacitor and HT cable work	1,019,654	102,200	9,17,454	NIL	9,270	10,10,384
04	Ref. No: NITUK/Estates/2014/881 Dt- 02/07/2014	LT cable, Earthing and Termination of cables	1,711,985	171,400	15,40,585	NIL	15,564	16,96,421

(Signature)
(J.E Electrical)

(Signature)
19/05/15

(I/C Electrical maintenance)

FC 06.03 Ratification of notes approved by the Chairman

Approval was taken from Chairman, FC and BOG for emergent and inevitable items.

1. Budget Estimate for the Year 2015-2016 and
2. Annual Accounts for the Financial Year 2014-2015

The notes duly approved by the Chairman are placed at **Annexure- FC 06.03.**

The Finance Committee is requested to ratify.

Dr. H. T. Thorat
Director

राष्ट्रीय प्रौद्योगिकी संस्थान,
उत्तराखण्ड
National Institute of Technology,
Uttarakhand



Ref. No.: NITUK/Estate/Meetings/2015/ 5333

Dated: 28/03/2015

NOTE SUBMITTED TO THE CHAIRMAN

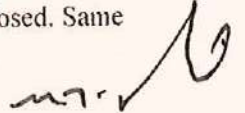
Sub: Approval regarding Budget for 2015-16

Sir,

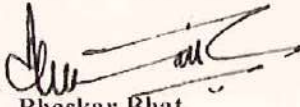
BoG/FC meetings could not be convened after July 2014 owing to circumstances beyond control. Hence Budget Estimate for the F.Y 2015-16 could not be discussed and approved.

However, certain essential and obligatory expenditure will have to be incurred to keep the Institute running. Copy of Budget Estimate for the F.Y 2015-16 is enclosed for kind perusal and approval. This is as per provision in the GFR (Rule 50), for circumstances such as this, to approve expenditure till the budget is finally deliberated and approved. Invoking this provision the expenditure could be incurred as legitimate.

You may kindly consider and approve the Budget Estimate for F.Y.2015-16, which is enclosed. Same will be ratified in impending FC/BoG meetings.


Director

Approved/Not Approved


Bhaskar Bhat
Chairman, BoG
NIT Uttarakhand

S.No.	Head of Account	Approved Budget - Capital Exp. 2014-15	Capital Exp. upto March-15	Approved Budget - Operating Exp. 2014-15	Operating Exp. upto March 27, 2015	Budget estimate 2015-16	Remarks
1	FIXED ASSETS						
	Land						
	Building						
	Plant & Machinery		7.21			200.00	Civil, Mech, Elec equipments & DG Sets.
	Vehicles		0.58				
	Office Equipments	20.00	17.23			20.00	
	Computers/Peripherals & Software	200.00	53.61			300.00	Computers, IP camera, CDs, Projector, Cartridge etc.
	Furniture, Fixtures and fittings	200.00	118.81			100.00	
	Electrical Appliances	50.00				20.00	
	Library Books						
	a) Books/Map/Journals	50.00	8.26			20.00	
	b) Book Bank	50.00	20.27			50.00	
	c) E-Books / E- Journals	200.00				100.00	
	Science/Lab Equipment	600.00	82.54			800.00	
	Sports Equipments	10.00				10.00	
	Capital Work In Progress						
	Construction(at Permanent location)	20,000.00	333.77			20,000.00	Payment of balance
	Construction(at Temporary location)		152.77			50.00	amount & alterations
	Software		1.21			200.00	Salary & Office Automation
2	STAFF PAYMENTS & BENEFITS						
	SALARIES AND WAGES						
	a) Pay of Teaching Staff			783.00	357.66	762.00	including director salary+ Provision for additional appointment
	b) Pay of Non-Teaching Staff			701.00	104.51	298.00	Provision for additional staff & DA
	D.A. Arrears				5.25	8.00	
	Bonus			4.00	0.40	4.00	

Surajik Namafin
Superintendent (Accounts)
National Institute of Technology
Uttarakhand

[Signature]
डा० विनीता नेगी / Dr. Vineeta Negi
सहायक कुलसचिव / Assistant Registrar
ए० प्रौ० सं०, उत्तराखण्ड / NIT Uttarakhand

[Signature]
(प्रो. एच. टी. थोरेट)
(Prof. H. T. Thoret)
निदेशक / Director
ए० प्रौ० सं०, उत्तराखण्ड NIT, Uttarakhand

S.No.	Head of Account	Approved Budget - Capital Exp. 2014-15	Capital Exp. upto March-15	Approved Budget - Operating Exp. 2014-15	Operating Exp. upto March 27, 2015	Budget estimate 2015-16	Remarks
	Honorarium			10.00		10.00	
	Leave salary & pension contribution					3.00	In respect of Director
	Employers contribution to NPS			160.00	18.00	100.00	prov made for additions. + da increase
	Children Education Allowance			8.00	1.30	4.00	
	Leave Travel Concession			35.00	2.52	45.00	
	Medical Facility						
	a) Medical Reimbursement			75.00	0.16	75.00	FUND AGAINST EXPENSES IS Rs.2.39
	b) Medical & Dispensary			30.00	4.26	10.00	
	Board of Apprentice and Training			10.00		10.00	
	Professional Development Allowance (CPDA)			68.00	9.07	70.00	
	Staff Welfare			5.00	0.28	5.00	
3	ACADEMIC EXPENSES						
	Laboratory						
	a) Lab Consumables			30.00	1.78	15.00	
	Field work & participation						
	a) Reimbursement of Research Paper Expenses			1.00		1.00	
	b) TA & Registration for attending the conference			25.00		10.00	
	c) Research work of faculty members leading to Ph.D. degree			80.00		80.00	
	d) Seminar, Workshops, short term courses & Induction Program			10.00	2.52	10.00	
	e) Survey & Project Camps			1.00		1.00	
	f) Extension Lectures			50.00	2.76	20.00	
	g) Education Tours Students			5.00	0.13	5.00	
	h) Freshers Welcome			0.50	0.50	1.00	
	i) NCC/NSS			0.50		0.50	
	j) Technical Competition and paper Presentation			2.00		2.00	
	Examination			5.00	2.26	5.00	

Sureshjit Namdar
 Superintendent (Accounts)
 National Institute of Technology
 Uttarakhand

डा० विनीता नेगी / Dr. Vineeta Negi
 सहायक कुलसचिव / Assistant Registrar
 ए० ए० सं०, उत्तराखण्ड / NIT Uttarakhand

(श्री. एच. टी. थोरात)
 (Prof. H. T. Thorat)
 निदेशक/डायरेक्टर

ए० ए० सं०, उत्तराखण्ड NIT, Uttarakhand

S.No.	Head of Account	Approved Budget - Capital Exp. 2014-15	Capital Exp. upto March-15	Approved Budget - Operating Exp. 2014-15	Operating Exp. upto March 27, 2015	Budget estimate 2015-16	Remarks
	Student Welfare						
	a) Student Activities			2.00		2.00	
	b) Institute Gathering			1.00		1.00	
	Admission			-	0.30		
	Convocation			25.00	0.21	25.00	
	Publications			10.00			
	Stipend / Fellowship			-	3.89	170.00	Provision for enhanced amount of scholarship with additions
	Subscription			-		1.00	
	Curriculum Development			10.00	0.66	10.00	M. Tech+Phd
	Distance Education Program			5.00		2.00	
	Sports Consumables including students participation in tournaments TA/DA & Sports Kit			5.00	1.56	10.00	
	Training & Placement Expenses			-	1.76	20.00	
4	ADMINISTRATIVE & GENERAL EXPENSES						
	Electricity & Power			10.00	13.12	20.00	
	Water Charges			2.00	1.69	3.00	
	Insurance			5.00			
	CRA Service Charges				0.10	0.20	
	Taxes			2.00	0.24	1.00	
	Postage/ Courier			3.00	1.58	5.00	
	Telephone and Internet						
	a) Leased Line			50.00	35.00	40.00	
	b) Telephone Charges			5.00	5.70	8.00	
	c) Website Charges			-	0.23	2.00	
	Printing & Stationery						
	a) Computer Consumables			20.00	3.69	20.00	
	b) Printing & Stationery			20.00	8.08	10.00	
	Travelling and Conveyance			40.00	32.92	40.00	
	Hospitality			20.00	4.28	5.00	

Sudipil Nandan
 Superintendent (Accounts)
 National Institute of Technology
 Uttarakhand

डा० विनीता नेगी / Dr. Vineeta Negi
 सहायक कुलसचिव / Assistant Registrar
 ए० प्रौ० सं०, उत्तराखण्ड / NIT Uttarakhand

(प्रो. एच. टी. थोरात)
 (Prof. H. T. Thorat)
 निदेशक / Director
 ए० प्रौ० सं०, उत्तराखण्ड NIT, Uttarakhand

mrd

National Institute of Technology, Uttarakhand

Budget for the Financial Year 2015-16

S.No.	Head of Account	Approved Budget - Capital Exp. 2014-15	Capital Exp. upto March-15	Approved Budget - Operating Exp. 2014-15	Operating Exp. upto March 27, 2015	Budget estimate 2015-16	Remarks
	Auditors Remuneration			4.00		10.00	CAG Bill pending for 4 years audit
	Professional Charges			5.00	15.54	15.00	
	Advertisement & Publicity			20.00	21.14	40.00	
	Newspapers & periodicals			3.00	1.08	5.00	
	Staff Recruitment			80.00	55.48	80.00	
	Others (Specify)						
	a) Misc. Exp			50.00	0.21	5.00	
	b) liveries			2.00	-	2.00	
	c) Staff Club			1.00	-	1.00	
	d) Recreation club			1.00	-	1.00	
	e) Board & Committee Meeting			20.00	4.71	20.00	
	f) Subsidies (Canteen/Mess)			5.00	-	-	
	g) Promotion of Hindi			1.00	-	1.00	
	h) NIT Transit House			10.00	2.50	5.00	
	i) Horticulture (Gardening)			1.00	-	1.00	
	j) Other Consumable				2.29	4.00	
	k) National events celebrations				0.29	1.00	
	Security Services			50.00	65.87	100.00	
	Upkeep & Sanitation Services			50.00	68.68	100.00	
5	TRANSPORTATION EXPENSES						
	Vehicles						
	a) Vehicles Running (Diesel & Petrol)			5.00	2.67	5.00	
	b) Repairs & Maintenance (Institute Vehicle)			2.00	0.58	2.00	
	Hiring Vehicles			20.00	14.94	25.00	

Mr. A

(प्रो. एच. टी. थोरत)
(Prof. H. T. Thorat)
निदेशक/Director
एन. आर. सी. सं. उत्तराखण्ड NIT, Uttarakhand

Dr. Vineeta Negi
डा० विनीता नेगी / Dr. Vineeta Negi
सहायक कुलसचिव / Assistant Registrar
एन. आर. सी. सं. उत्तराखण्ड / NIT Uttarakhand

Suresh Kumar Namra
Superintendent (Accounts)
National Institute of Technology
Uttarakhand

National Institute of Technology, Uttarakhand
Budget for the Financial Year 2015-16

S.No.	Head of Account	Approved Budget - Capital Exp. 2014-15	Capital Exp. upto March-15	Approved Budget - Operating Exp. 2014-15	Operating Exp. upto March 27, 2015	Budget estimate 2015-16	Remarks
6	REPAIRS & MAINTENANCE						
	Building						
	a) Electrical Maintenance			10.00	3.01	10.00	
	b) Civil Maintenance			10.00	3.98	5.00	
	c) Hostel Maintenance			10.00	1.10	5.00	
	d) Other Maintenance (e.g. Sewage, Water Pump)			5.00	2.78	5.00	
	e) Building rent			50.00	36.57	50.00	
	M & R Furniture & Fixture			5.00	0.17	5.00	
	M & R Plant & Machinery					5.00	
	a) Repairs of Equipments			10.00	0.26	5.00	
	b) M & R Hostel Equipment/Accessories			8.00		5.00	
	c) Diesel, Petrol & Oil of DG sets			10.00	2.78	10.00	
	Office Equipments						
	a) Maintenance of Computers			5.00	0.33	5.00	
	b) Maintenance of Office Equipments				0.42	1.00	
	Total	21,380.00	796.26	2,787.00	935.75	24,353.70	

Budget Estimations for the Financial year 2015-16

Capital Expenditure

Revenue Expenditure

% of Cap. Exp. To Total budget

% of Rev. Exp. To Total budget

% of Rev. Exp. To Cap. Exp.

21,870.00

2,483.70

24,353.70

89.80

10.20

11.36

Suresh Kumar
Superintendent (Accounts)
National Institute of Technology
Uttarakhand

[Signature]
डा० विनीता शर्मा / Dr. Vineeta Negi
सहायक कुलसचिव / Assistant Registrar
ए० प्रौ० सं०, उत्तराखण्ड / NIT Uttarakhand

[Signature]
(प्रो. एच. टी. थोरात)
(Prof. H. T. Thorat)
निदेशक / Director
ए० प्रौ० सं० उत्तराखण्ड NIT, Uttarakhand

राष्ट्रीय प्रौद्योगिकी संस्थान,
उत्तराखण्ड

National Institute of Technology,
Uttarakhand



Ref. No.NITUK/Estt./Meetings/2015/ 217

Date: 8/5/2015

NOTE SUBMITTED TO THE CHAIRMAN

Sub: Approval of Annual Accounts for the Financial Year 2014-15

Sir,
Annual Accounts for the Financial Year 2014-15 have prepared. Copy of the same is enclosed. Salient features of the financial statement are furnished as under:

INCOME & EXPENDITURE

(RS. in LAKH)

INCOME	AMOUNT
Grant Appropriation	908.87
Fee & other Receipts	320.46
TOTAL	1,229.33
EXPENDITURE	
Salaries & other benefits	505.56
Other Expenses	403.31
Net Surplus	320.46
TOTAL	1,229.33

Note: Out of net surplus 250.00 lacs taken to Corpus Fund

SOURCES OF FUND	AMOUNT
Current & Other Liabilities	354.00
Plan Grant Liability for Assets	3,205.76
Earmarked Fund	1,459.26
Capital Fund	1,018.39
R&D Project	10.30
TOTAL	6,047.71
APPLICATION OF FUND	
Fixed Assets	3,205.76
Bank Balance	118.42
Cash	-
Others	130.14
Investment	2,168.83
Loan , Advance & Deposits	424.56
TOTAL	6,047.71

The Annual Accounts for the Financial Year 2014-15 may kindly be approved. The same will be submitted to the office of Comptroller and Auditor General (C&AG) for Audit, as per the requirement.

Approved/Not Approved

Bhaskar Bhat
Chairman, BoG
NIT Uttarakhand

Director

FC O6 .04: Agenda for revision of rate of depreciation from 25% to 10% on furniture and fixtures

FC in its forth meeting (Agenda No.04.06) resolved that depreciation on Furniture and Fixtures shall be 25% of the value of the asset. It has been found that 25% is on the higher side and therefore proposed to reduce it to 10% as per new accounting guidelines from MHRD.

Approval of the FC is requested for adoption of 10% and also bring the written down capital value of Furniture for the previous years to the correct value.

FC O6 .05 Approval regarding Reclassification of Asset

MHRD envisaged that the NIT's adopt the common new format for reporting and Annual Financial Statement with effect from the financial year 2013-2014. Accordingly the Institute duly adopted the new format and presented the Annual Financial Statement 2013-2014. However, owing to paucity of time, the reclassification of certain assets could not be completed. Particularly, the earlier format had classified Plant and Machinery and Equipment as one unit. In present format, Plant and Machinery is required to be shown as a separate unit and Equipment is required to be shown as a separate item of asset. This change has been carried out in the financial year 2014-2015. While doing so, it was noticed that the applicable rate of depreciation for Plant and Machinery is lower @ 20% while Equipment which is now classified as Scientific Equipment is to be depreciated @ 40%. Thus, the written down value of Plant and Machinery under the written down method is required to be adjusted in the Accounts.

Approval of the FC is requested for carrying out these changes to present a realistic picture in line with the changes that have been made in the reclassification of assets in the new common accounting format.

FC 06.06 Accounting Policy for accounting of prefabricated huts for hostel, academic and administrative buildings.

In the Separate Audit Report for the year 2013-2014 the C&AG observed that the prefabricated structures have lesser life than permanent structures. There is a substance in the contention of the auditors that the life of the structures cannot be compared with permanent buildings constructed with conventional building material. As the structures made are of prefabricated segments, these have the benefit of being dismantled and re-fixed at any desired location. The prefab segments have a life similar to equipment which is also fabricated using metal as material. The applicable percentage of depreciation on Equipment is 40%.

Depreciation percentage of 40% of the capital cost which may be levied.

FC is requested to approve the same.

FC 06 .07 Distribution of interest generated on NPS fund investment.

The employee and employer's contribution to NPS for the earlier period was held under investment awaiting completion of formalities. With the completion of this requirement the employee and employer's contribution has since been remitted to NSDL.

This is for the favor of information of FC.

While amount was temporarily held in the Institute, to prevent loss to the employees the amount was invested in Bank (FDR). In order to ensure equitable distribution of the generated interest on the basis of each individual's entry, the individual's share will be worked out on the formula adopted by the Banks. The share of interest worked out will be uploaded to the individual subscriber's account eventually.

The FC is requested to approve the proposal.

FC. 06. 08 Incorporation of surplus amount in corpus fund of the Institute.

The surplus generated in the year 2014-15 after meeting recurring expenditure is ₹3,24,39,087.00. Academic receipts, and other income has contributed to this surplus and no part of Grant in aid is part of this surplus.

As a buffer to meet future eventualities, it is proposed to transfer ₹2,50,00,000 out of the Surplus to Corpus Fund leaving aside a surplus of ₹70,46,487 to be retained as Reserve for eventual transfer to Capital Fund. It will be prudent to retain certain portion of the surplus as Reserve for making any adjustment that may require in future.

Approval of the FC is requested.

FC 06 .09 To consider the amount of employee's Medical contribution as Earmarked fund.

It is mandatory to recover Medical Contribution from Employees' Salary on the analogy of subscription being recovered for CGHS beneficiaries. Copy of OM No S.11011/2/2008-CGHS (P) dated 20 May 2009 is enclosed for reference as **Annexure FC 06.04**. In the absence of definite norms for utilization of the fund An amount of `2,46,926 received on account of Medical Contribution remained unutilized. This contribution does not qualify as revenue of the Institute. Therefore, norms and criteria for the utilization and regulation of these funds need to be worked out. Till then, it is proposed to deem this fund as Earmarked Fund. The funds will be invested and interest generated will be credited to the same account.

Submitted for approval of the FC.



Government of India
Ministry of Health and Family Welfare
Department of Health & Family Welfare
Nirman Bhawan, Maulana Azad Road
New Delhi 110 108

No: S.11011/2/2008-CGHS (P)

Dated the 20th May, 2009

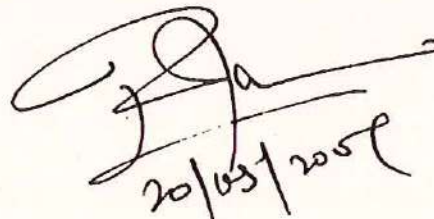
OFFICE MEMORANDUM

Subject: Revision of rates of subscription under Central Government Health Scheme due to revision of pay and allowances of Central Government employees and revision of pension / family pension on account of implementation of recommendations of the Sixth Central Pay Commission.

The undersigned is directed to invite reference to the Office Memoranda, No: S-11011/18/99-Desk.I/CGHS(P) dated the 3rd July, 2000; and No: S-11011/6/98-CGHS(P) dated the 27th May, 1998, 20th September, 2004 and 28th October, 2005, issued by the Ministry of Health & Family Welfare, vide which orders were issued revising the rates of monthly subscription for availing CGHS facility, as also the entitlement for free diet, entitlement of accommodation in private empanelled hospitals under CGHS, etc. On the basis of the recommendations of the Sixth Central Pay Commission, pay and allowances of serving employees and pension of civil pensioners / family pensioners have been revised by the concerned authorities.

2. The upward revision of pay / pension of doctors and other staff in the CGHS has increased the cost of operating the Central Government Health Scheme. *It has, therefore, been decided to revise the rates of subscriptions, to be made by employees / pensioners, for availing benefits under the CGHS, with effect from 1st June, 2009.* It has also been decided to revise the monetary ceiling limits for various entitlements of the beneficiaries for availing CGHS facilities.

3. In supersession of all earlier instructions, the following revisions are being made, in so far as it relates to the facilities mentioned below:


20/05/2009

1

(A) **Monthly Contributions for availing CGHS facility:**

S. No.	Grade pay drawn by the officer	Contribution (Rupees per month)
1	Upto Rs. 1,650/- per month	50/-
2	Rs. 1,800/-; Rs. 1,900/-; Rs.2,000/-; Rs.2,400/-; and Rs.2,800/- per month	125/-
3	Rs. 4,200/- per month	225/-
4	Rs. 4,600/-; Rs.4,800/-; Rs.5,400/-; and Rs. 6,600/- per month	325/-
5	Rs. 7,600/- and above per month	500/-

(B) **Entitlement of wards in private hospitals empanelled under CGHS:**

S. No.	Ward entitlement	Pay drawn in pay band
1	General Ward	: Upto RS.13,950/-
2	Semi-private ward	: Rs.13,960/- to Rs. 19,530/-
3	Private ward	: Rs. 19,540/- and above

(C) **Monetary Ceiling for Free Diet:**

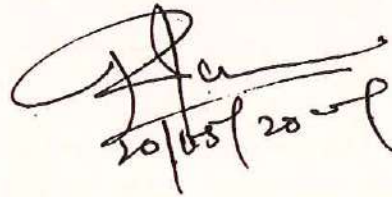
The monetary ceiling for free diet for CGHS beneficiaries is revised to pay / pension / family pension of Rs. 7,450/-per month.

(D) **Monetary ceiling for free diet for beneficiaries suffering from TB or mental disease):**

The monetary ceiling for free diet in case of beneficiary suffering from TB or Mental disease is revised to pay / pension / family pension of Rs. 11,160/- per month

(E) **Pay slab for determining the entitlement of Nursing Home facilities in Government / State Government / Municipal Hospitals:**

The monetary ceiling for determining the entitlement of nursing home facilities in Central Government / State Government / Municipals Hospitals is revised to pay / pension / family pension Rs. 13,950/- per month and above


20/05/2009

(F) **Monetary Ceiling for direct consultation with Specialists in Central Government / State Government / Municipal Hospitals:**

The monetary ceiling for determining the entitlement for direct consultation with Specialists in Central Government / State Government / Municipal Hospitals is revised to pay / pension / family pension of Rs. 33,480/- per month and above.

(G) **Pay slab for determining the entitlement of accommodation in AIIMS, New Delhi:**

The revised entitlement, be revised as per the pay drawn by the officials, as given below:

S. No.	Pay (in the pay band)/ Pension / Family Pension drawn per month	Ward entitlement
1	Upto Rs. 19,530/-	General Ward
2	From Rs. 19,540/- to Rs. 25,110/-	Private Ward
3	Rs. 25,120/- and above	Private Ward / Deluxe Ward

4. It is clarified that the reference to pay in this order relates to the pay drawn in the pay band.

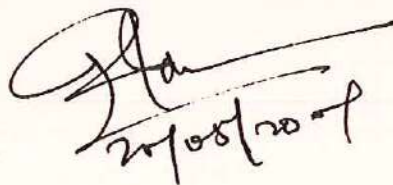
5. Pensioners have an option to get their CGHS pensioner card made by either making CGHS contribution on an annual basis (twelve months) or by making contribution for 10 (ten) years [120 (one hundred and twenty) months] for getting a pensioner CGHS card with life-time validity. It is clarified that:

(i) Contributions to be made by pensioners / family pensioners would be the amount that they were subscribing at the time of their retirement or at the time of death of the Government servant;

(ii) Pensioner beneficiaries, who have already obtained CGHS card with life time validity by paying a lump sum amount equivalent to 10 years' contribution, will not be required to pay any additional amount as a result of the revision in the rates of contribution for availing CGHS facility;

(iii) Entitlement of pensioners / family pensioners, who have already deposited their contribution for life time CGHS facility, will not be changed;

(iv) Pensioners / family pensioners who are contributing to the CGHS on an annual basis and wish to continue to avail CGHS benefits will have to contribute at the revised rates upto the time of contribution needed to cover a

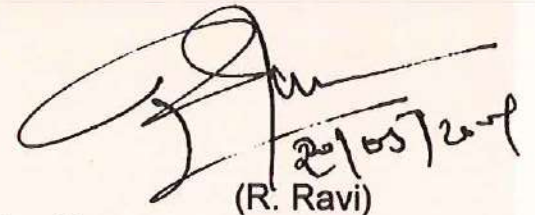

20/08/2007

period of a total of ten years from the time pensioner CGHS card was issued for the first time to them. The revised rate of contribution for the remaining period would be with reference to the grade pay that he / she would have drawn in the post held by him / her (at the time of his / her retirement / death) had he / she continued to be in service now but for his / her retirement / death; and

(v) Any pensioner / family pensioner who is entitled to avail CGHS facility has not so far got his / her pensioner CGHS card made, the rate of contribution in such cases will be with reference to the grade pay that he / she would have drawn in the post held by him / her (at the time of his / her retirement / death) had he / she continued to be in service now but for his / her retirement / death.

6. This issues with the concurrence of the Department of Expenditure vide its' Office Memorandum, No: 18(1)/EV/2009 dated the 17th April, 2009.

7. Hindi version will follow.



20/05/2009
(R. Ravi)

Deputy Secretary to the Government of India
[Tel: 2306 3483]

To

1. All Ministries / Departments of Government of India
2. Director, CGHS, Nirman Bhawan, New Delhi
3. All Pay & Accounts Officers under CGHS
4. Additional Directors / Joint Directors of CGHS
5. JD(Gr.) / JD(R&H), CGHS, Delhi
6. CGHS Desk-I/Desk-II/CGHS-I/CGHS-II, Dte. GHS, Nirman Bhawan, New Delhi
7. Estt. I / Estt. II / Estt. III / Estt. IV Sections, Min. of Health & Family Welfare
8. Admn. I / Admn. II Sections of Dte.GHS
9. M.S. Section, Ministry of Health & Family Welfare
10. Rajya Sabha / Lok Sabha Secretariat
11. Registrar, Supreme Court of India / Delhi High Court, Sher Shah Road, New Delhi
12. U.P.S.C.
13. Finance Division, Ministry of Health & Family Welfare

14. Deputy Secretary (Civil Service News), Department of Personnel & Training, 5th Floor, Sardar Patel Bhawan, New Delhi
15. PPS to Secretary (H&FW) / Secretary (Aids Control)
16. PPS to DGHS / AS&FA /AS (GCC) & MD, NRHM / AS (VV)
17. Swamy Publishers (P) Ltd., P. B. No.2468, R. A. Puram, Chennai-600028.
18. M/s Bahri Brothers, 742 Lajpat Rai Market, Delhi 110 006
19. Shri Umraomal Purohit, Secretary, Staff Side, 13-C, Ferozshah Road, N. Delhi – 110001.
20. All Staff Side members of National Council (JCM).
21. Office of the Comptroller & Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi.
22. All Officers / Sections / Desks in the Ministry of Health & Family Welfare
23. ✓ NIC, Nirman Bhawan with the request that the Office Memorandum be uploaded in the website of CGHS.
24. Office Order folder
25. Guard file

FC 06 .10 Approval for Subscription/Renewal of Electronic Databases for Library for the year 2015.

As approved by the FC in its 4th meeting held on 05th Feb.2014 (vide item no.04.03), the committee assessed and reviewed the utilization of Electronic databases in 2014. It is observed that the database is utilized extensively. Details are placed as annexure **FC 06.05**.

A committee comprising Chairman Library Committee, all HoDs and Asst. Librarian recommended three options as given in **Annexure FC 06.06**. Looking into the fact that majority of faculty (more than 30) are undergoing PhD, first option netting `70 lakh which gives full coverage as recommended by the committee be approved.

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Date: 19/05/2015

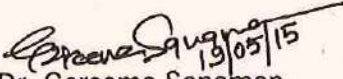
Library and Information Centre

Sub: Usage Statistics of E-databases subscribed in the year 2014.

S.no.	Name of Database	Total Downloads (from Jan. 14 to Dec. 14)	Total Downloads (from 01 Jan. 2015 to 15 May 2015)
1.	ASME Journals	2473	1003
2.	IEL+IEEE	3621	905
3.	Science Direct	6159	1698

The Usage statistics shows that the Usage trends of all the 03 E-databases has been quite promising during the year 2014.

Submitted for the kind information and necessary action please.


Dr. Gareema Sanaman
Assistant Librarian

राष्ट्रीय प्रौद्योगिकी संस्थान, उत्तराखण्ड
NATIONAL INSTITUTE OF TECHNOLOGY, UTTARAKHAND

Ref. No.- LIB/2015/15.....

Date:- 19/05/2015

Sub: Proposal for the Subscription/Renewal of E-databases for the year 2015.

With reference to the Note dated 23 Feb. 2015, the committee was constituted by the authority for the finalization of required Electronic databases for the year 2015 (Jan.15 to Dec.15) on the basis of assessment and review of utilization of the Databases subscribed in the year 2014. In this regard, the Committee meeting was held on 23rd Feb. 2015 and 12th Mar. 2015 respectively. Hence, after a careful review and discussion in both the meetings, finally the Committee recommended following three options in the form of 'Subscription Packages of Electronic Databases for the year 2015' on the preference basis in the meeting held on 12th March 2015.

1. E-Databases Package I: (1st Preference of the Committee members)

The total cost of this package is estimated to Rs. 70 Lakhs which consists of the databases namely Science Direct (2 sub.collect.)+ IEEE-IEL Level II Growth Plan+ ACM Digital Library+ ASCE Journals Level II+ ASME Journals Level II.

2. E-Databases Package II (2nd Preference of the Committee members)

If FC does not approve the E-databases Package I, then the Committee proposed the subscription of Science Direct (2 subject collections) + IEEE-IEL Level II only. The total cost of this package is estimated to Rs. 58 Lakhs.

3. E-Databases Package III (3rd Preference of the Committee members)

If FC does not approve the E-databases Package I or II, then the Committee proposed the subscription of the following E-databases under Package III which will fulfill the individual requirements of all the respective departments of the Institute. The total cost of this package is estimated to Rs. 33 Lakhs only.

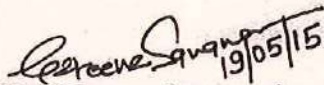
[ACM Digital Library+ ASCE Journals Level II+ ASME Journals Level II+ IEEE-IEL Level II Growth Plan+ Springer Link (1400 Journals)]

Also, it is to bring to the kind notice that the subscription of the following databases subscribed in the year 2014 was till 31st December 2014 but the access to all the databases was active for the Institute after the subscription period was over (i.e. from 01 Jan. 2015 to till date).

1. Elsevier (Science Direct 2 sub. Collection)
2. IEL Online (IEEE+IET)
3. ASME Journals

Thus, if the Institute is going to renew the subscription of the above databases in the year 2015 then the Institute is responsible to pay for the subscription period from 1st January 2015 to 31st December 2015 as the respective databases were accessed and used at the Institute for Research and Academic purposes by the faculty members and the students of the Institute.

Submitted for kind reference and necessary action please.


(Dr. Gareema Sanaman)
Assistant Librarian

FC 06 .11 Approval for Special Compensatory (Hill Area) allowance to employees of NIT, Uttarakhand.

As per the provision in 6th CPC, Special Compensatory (Hill Area) allowance is admissible to Central Govt. Employees posted at hill stations situated at a height of 1000 meters or more above sea-level. The monthly rates of allowance are as follows:-

S. No.	Grade Pay of	Composite HCA
1.	₹5,400/- and above	₹600/-
2.	Less than ₹5,400/-	₹400/-

As per the provision, the rate of above allowance automatically increases by 25% whenever the D.A goes up by 50%. Central Govt. Employees stationed at Srinagar Garhwal and Dehradun are being paid above allowance at aforesaid rates with appropriate increase in D.A. As per Statues 24(iii), employees of the Institute are entitled to allowances in addition to pay, as admissible to Central Govt. Employees. It is, therefore proposed that sanction for payment of Special Compensatory (Hill Area) allowance may please be accorded to the employee of this Institute retrospectively, on the lines of provision extended to Central Govt. employees posted in Srinagar Garhwal and Dehradun.

FC is requested to approve the above proposal.

FC O6.12 Extension of provision of NPS to Assistant Professor (On Contract) and Trainee Teachers.

The accounts of the Institute indicate an amount of `1459036 as liability towards NPS in respect of Contractual faculty. As per the terms of appointment, regularization of the service of the Contractual Faculty is to be determined on their acquiring Ph. D Degree. The provision NPS to such employees could not be processed in view of the followings:

1. Allotment of PRAN (Permanent Retirement Account Number) requires the determination of retirement date.
2. In the event if a member of faculty fails to acquire Ph. D Degree, he / she may not continue in the services of the institute.

In view of these facts, the employee's contribution has been discontinued and the amount so far recovered from the employees and employer's contribution is held as liability in the accounts. In absence of PRAN, such employees could not be admitted in this scheme.

The matter is examined de novo. The NPS today has become a National welfare measure of the Government and any member can contribute and become member of NPS. Therefore, logically, employees whose tenure is not determinable at the present could also be admitted to NPS. The date of retirement could be determined on basis of the date of attaining the age of 65 years (as per the present age of superannuation). The institute's contribution could also be drawn to discharge employer's liability. In this manner, these individual will not be deprived of this welfare measure.

Eventually if these employees acquire Ph.D Degree and absorbed in regular employment, they may continue with the scheme. Alternatively if any of these employees fails to acquire Ph. D. degree or leave the Institute prematurely, their NPS accumulation shall continue to be with the NSDL and on the lateral employment this may be transferred to the prospective employer or returned to the concerned employee, as applicable. It is confirmed that NIT Rourkela and some other NITs have already implemented the NPS in above manner.

The liability appearing in the books can not be retained for indefinite period and action has to be initiated to liquidate the liability.

The FC is requested to reconsider the issue and permit to extend the provision of NPS to Assistant Professor (On Contract) and Trainee Teachers. This will also clear the liability in the books.

FC 06 .13 Extension of internet facility to faculty through Data Card.

The GOI, Ministry of Finance and Expenditure vide notification no.24 (5)/E.Coord/2012 dated 11th May 2012 extended facility of reimbursement for use of telephone, mobile, internet etc to the officers. The rates are prescribed as per the status of the officer. As approved in FC03.13 Institute has already extended such facility to certain key functionaries keeping in view the ceiling of 25% of Class I Officers as mentioned in GOI notification.

Faculty of NITUK has now requested to extend this facility to all the members of faculty and officers as made applicable to some NITs. Relevant copies are enclosed as **Annexure FC 06.07**.

The FC is requested to give the directives.

FC 06 .14 Any other items with the permission of chair.

No. 24(5)/E.Coord/2012
Government of India
Ministry of Finance
Department of Expenditure

New Delhi dated the 11th May, 2012

OFFICE MEMORANDUM

Subject:- Internet facility through data card reg.

References are being received from various Ministries/Departments seeking clarification/relaxation for internet facility through Data Card. The matter has been reviewed and it has been decided to allow use of data card for internet purposes subject to the following conditions:-

- (i) No Data-Card (Hardware etc) would be provided by the office and only reimbursement for data use, through data card, will be allowed on submission of bill.
- (ii) The User has the liberty to choose any operator/plan beneficial to them.
- (iii) Re-imbursement would be allowed for one data card connection only.
- (iv) There would be no separate ceiling for the internet through data card and the reimbursement will be allowed to the entitled officer according to the ceiling/guidelines/clarification laid down vide this Department's OMs No. 7(14)/C.&V/2006 dated November 14th, 2006, dated April 14th, 2007 and dated July 9th, 2007. As such, the maximum monthly reimbursable amount, towards charges on residential telephone/mobile phone/broadband/data card use (for internet purposes), to a category of a officer will be as under:-

Rank/Designation	Ceiling Amount (in ₹)
Secretary to the Government of India and equivalent rank	2800
Additional Secretary to the Government of India and equivalent rank	2500
Joint Secretary to the Govt. of India and equivalent rank	2000
Director and Deputy Secretary to the Government of India and equivalent rank	1500
Below the rank of Deputy Secretary to the Government of India (restricted to 25% of Group 'A' Officers below the rank of Deputy Secretary)	800

Saheli Ghosh Roy
(Saheli Ghosh Roy)
Director (E. Coord)
Tel. No. 2309 3257

1. All Ministries/Departments of Government of India
2. All Financial Advisers