

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

Date : 29th March, 2019
Time : 11:00 AM
Venue : NIT Transit House, New Delhi

AGENDA

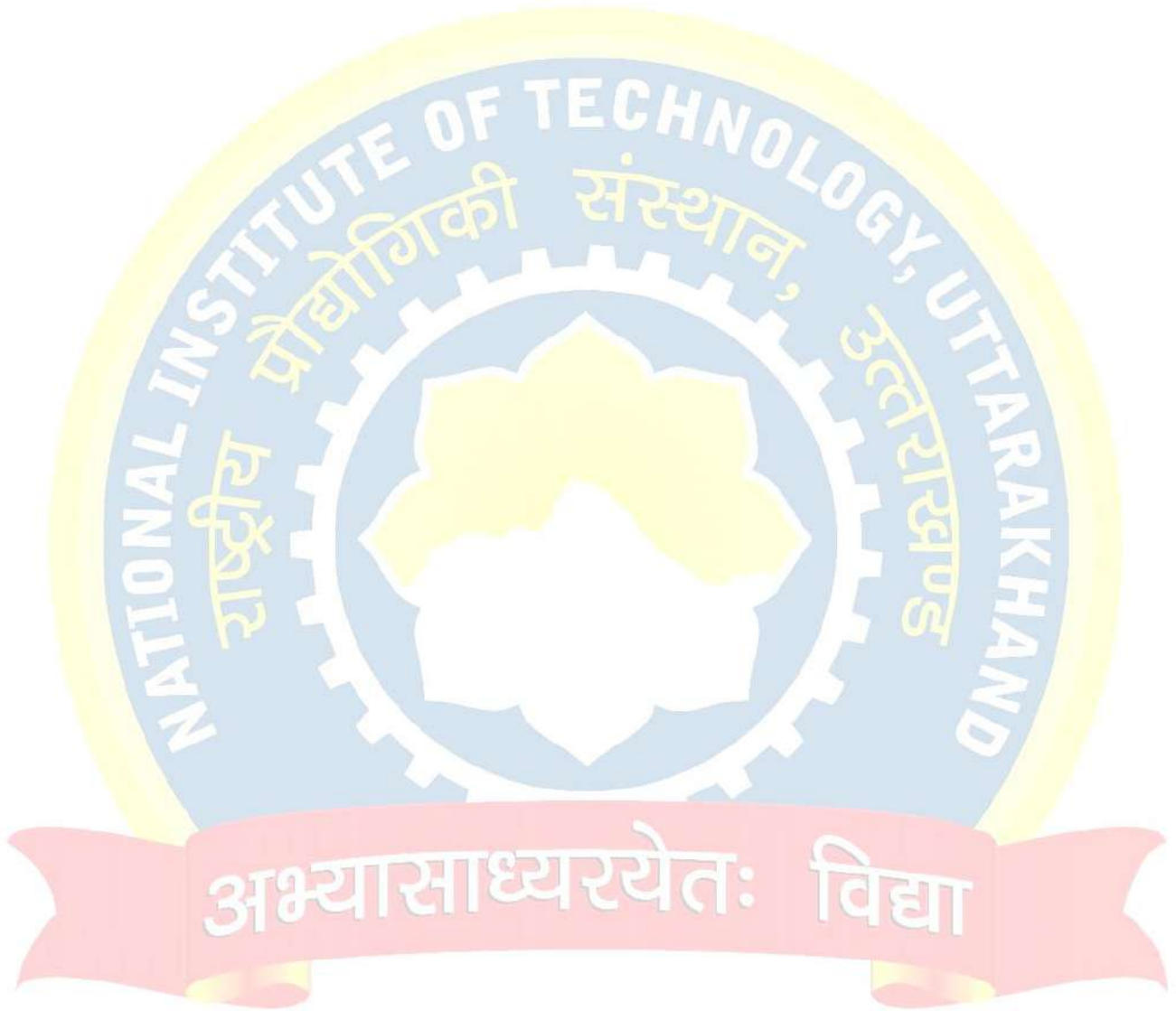
Item No.	Items	Page No
FC 17.01	To confirm the Minutes of the 16 th Meeting of the Finance Committee	02
FC 17.02	Action Taken Report	03
FC 17.03	Recruitment of Office Assistant and Office Attendant under TEQIP-III project	04
FC 17.04	Financial support for component-Qualification Up-gradation under TEQIP-III project	04
FC 17.05	TA/DA guidelines for Faculty & Staff circulated by NPIU with amendment of travel in hilly terrain under TEQIP-III project	04
FC 17.06	Research Assistantship of Full time PhD Scholars under TEQIP-III project	04-05
FC 17.07	18 months Procurement plan for the head of Procurement of goods under TEQIP-III project	05
FC 17.08	Recurring cost per year proposed to be charged by MNIT Jaipur from NITUK for operationalization of academic activities in NITUK-Satellite Campus at MNIT Jaipur.	05
FC 17.09	Hiring of Consultants	05-06
FC 17.10	Approval of expenditure on hiring of various services	06
FC 17.11	Delegation of Financial Power upto Rs.50,000/- to Coordinator, PTP	06
FC 17.12	Grant of Overtime Allowance to Group B and C employees	06-07
FC 17.13	Approval regarding reimbursement in respect of Newspapers purchased/supplied to officers at their residence	07
FC 17.14	Approval of Telephone facility to faculty, Officer and Staff of the Institute	07
FC 17.15	Approval for Incentive for acquiring fresh higher qualifications	08
FC 17.16	Approval of Officiating Pay to the Higher Ministerial Staff	08-09
FC 17.17	Item for information	09
FC 17.18	Any other item with the permission of the Chair	09

Registrar

FC 17.01: To confirm the Minutes of the 16th Meeting of Finance Committee.

Minutes of the 16th Finance Committee meeting, duly approved by the Chairman are enclosed as **Annexure FC 17.01**.

The Finance Committee is requested to confirm the same.



FC 17.02: Action Taken Report

The Action Taken Report is as below:

Agenda Item No.	Agenda Item	Action Taken
FC 16.01	To confirm the Minutes of the 15 th Meeting of Finance Committee	Noted & Implemented
FC 16.02	Action Taken Report	Noted & Implemented
FC 16.03	Approval for expenditure of Manpower and Security Services	Process has been initiated on GeM
FC 16.04	Approval of Revised Estimates for Financial Year 2018-19 and Budget Estimates for Financial Year 2019-20	Noted & Implemented
FC 16.05	Approval of Office bearers under TEQIP-III project	Noted & Implemented
FC 16.06	Delegation of Financial Powers under TEQIP-III project	Noted & Implemented
FC 16.07	TA/DA guidelines for faculty and staff under TEQIP-III project	Noted & Implemented
FC 16.08	TA/DA guidelines for students (UG/PG/Ph.D.) under TEQIP-III project	Noted & Implemented
FC 16.09	Approval for Professional Development Fund (PDF) to Trainee Teachers	Noted & Implemented
FC 16.10	Approval of additional expenditure at NITUK-Satellite Campus, MNIT Jaipur	Manpower recalculated for both the campuses and accordingly process of procurement of services has been initiated on GeM. The proposal regarding TTA/CTG has been submitted to the MHRD, the copy is enclosed as Annexure FC 17.02.
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	Noted for Implementation
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)	Noted & Implemented
FC 16.13	Approval for Subscription / Renewal of Electronic Databases for Library for the year 2019	Noted & Implemented

FC 17.03: Recruitment of Office Assistant and Office Attendant under TEQIP-III project.

A budget of Rs.0.15 Cr was allocated for Salaries (TEQIP Cell) in the 16th meeting of the Finance Committee vide Agenda no.16.03. After the due process, recruitment of Office Assistant and Office Attendant has been made on 17th September, 2018 for smooth functioning of the TEQIP office. One Office Assistant, Mr. Pradeep Singh, and one Office Attendant, Mr. Arun Kumar, has joined TEQIP office on consolidated salary of Rs.15,000/- pm and Rs.10,000/- pm respectively for 11 months of contract period.

The Finance Committee is requested to approve the above expenditure.

FC 17.04: Financial support for component-Qualification Up-gradation under TEQIP-III project.

There is no budget allocated in the TEQIP III for the qualification up-gradation of staff of the Institute.

It is proposed to allocate a budget of Rs.0.05 Cr. in the head “qualification up-gradation” from the head “Student Visits”. The present approved budget in the head “Student Visits” is Rs.0.20 Cr. After re-allocation the revised budget under the head “qualification up-gradation” will be Rs.0.05 Cr. and under the head “Student Visits” will be Rs.0.15 Cr.

The Finance Committee is requested to approve the revised Budget Estimates.

FC 17.05: TA/DA guidelines for Faculty & Staff circulated by NPIU with amendment of travel rates in hilly terrain under TEQIP-III project.

With reference to the TA/DA guidelines of the TEQIP III in respect of travel by Taxi “At places where no specific rates have been given either by directorate of transport of the concerned state or the neighboring state” the rates shall be:

For Journey performed in own car/taxi =Rs.24/- per km.

For journey performed by auto rickshaw own Scooter, etc. = Rs.12/- per km.

Uttarakhand state transport has defined the rates as Rs.10/- per km for own car and Rs.13/- per km for Taxi. Due to hilly terrain, these rates are not meeting the actual expenses which are charged by Taxi operators/unions. Therefore, it is proposed to frame guidelines for travel rates especially for hilly terrain:

For Journey performed by Taxi = Rs.24/- per km

For journey performed by own car = Rs.12/- per km

The Finance Committee is requested to approve the above proposal.

FC 17.06: Research Assistantship of Full time Ph.D. Scholars under TEQIP-III project.

A budget of Rs.1.00 Cr. has been allocated by the Finance Committee in its 16th meeting under the head “enhance knowledge and research competence” under the scheme of TEQIP-III. Institute has finalized 10 Ph.D. scholars in Even Semester 2019.

It is proposed to allow for reimbursement of research assistantship of full time Ph.D. scholars under TEQIP-III and Institute funded research assistantship of full time Ph.D. scholars and as per MHRD letter vide F.No.33-1/2019-TS.III dated 1st February, 2019 copy of which is enclosed as **Annexure FC 17.03**.

It is also proposed that if TEQIP III project gets discontinued after June 2020 then these 10 full time Ph.D. scholars selected in Even Semester-2019 under TEQIP-III project may be transferred to MHRD funded full-time research assistantship.

The Finance Committee is requested to approve the above proposal.

FC 17.07: 18 months Procurement plan for the head of Procurement of goods under TEQIP-III project.

To enhance the research facility at NITUK including up-gradation of existing lab facilities, 18 months procurement plan from TEQIP-III project is prepared and submitted for approval vide **Annexure FC 17.04**.

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

FC 17.08: Recurring cost per year proposed to be charged by MNIT Jaipur from NITUK for operationalization of academic activities in NITUK-Satellite Campus at 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 1st, 2nd & 3rd year to be accommodated at the Satellite Campus of NIT Uttarakhand at MNIT Jaipur, vide letter no.33-1/2012-TS.III dated 3rd December, 2018 (**Annexure FC 17.05**).

A letter has been received from the Registrar, MNIT Jaipur (**Annexure FC 17.06**) regarding recurring cost per year for NITUK for operationalization of academic activities in NITUK-Satellite Campus at MNIT Jaipur for the period December 2018 and from January-2019 to December-2019 which amounts to Rs.2,58,75,000/-.

The Finance Committee is requested to deliberate upon the issue and give directions.

FC 17.09: Hiring of Consultants.

NIT Uttarakhand is divided into two campuses namely NITUK-Parent Campus, Srinagar and NITUK-Satellite Campus, Jaipur. The administrative activities are running from the both the campuses with limited administrative staff members. Institute is already facing severe shortage of experienced administrative staff and to meet out this requirement it is proposed to hire the Consultants in the

Establishment, Stores, Accounts and Audit under the provisions of Rule 177 to 196 of General Financial Rules, 2017 (**Annexure FC 17.07**).

The Finance Committee is requested to approve the hiring of Consultants each in Establishment, Stores, Accounts and Audit and decide the monthly remunerations.

FC 17.10: Approval of expenditure on hiring of various services.

The Institute has hired the following services through outsourced:

S. No.	Services	Date of Hiring	Expenditure		Remarks
			2017-18	2018-19	
1.	Manpower Services	01.04.2017	2,22,50,917	2,00,53,172 (upto Dec-18)	M/s. Sybex Support Services
2.	Security Services	01.12.2017	65,23,988	1,65,67,657	M/s. SIS (India) Ltd.
3.	Hiring of Vehicles	04.10.2017	11,31,895	19,74,667	M/s. Jai Maa Tour & Travels

The above services were hired through Open Tender process but not as per the GeM and CPPP portal as Institute got initiated in to GeM w.e.f. 26/09/2017 and CPPP on 26/04/2018, only. However, these services were not available on GeM.

In compliance to the Finance Committees directions, the fresh tenders have been published on GeM portal for Manpower Services as well as Security Services. The tenders for Hiring of vehicles have been published on CPPP portal, and on conclusion of the bidding process fresh tenders will be awarded after approval from Finance Committee.

The Finance Committee is requested to approve the expenditure incurred on the above services for the financial year 2017-18 and 2018-19.

FC 17.11: Delegation of Financial Power up to Rs.50,000/- to Coordinator, PTP.

Training and Placement (T&P) Section is constantly involved in interaction with potential organizations/companies for training and placement of undergraduate and postgraduate students of the Institute. Currently, the Institute is functioning in two campuses which are approximately 600 kms. away and the approvals are taking longer time. In some occasions, the time is so short that it is not possible to obtain financial and administrative approvals from the Competent Authority. It is therefore proposed to delegate Financial Powers up to Rs.50,000/- to the Coordinator, PTP.

The Finance Committee is requested to approve the Delegation of Financial Powers upto Rs.50,000/- to Coordinator, PTP.

FC 17.12: Grant of Overtime Allowance to Group B and C employees.

The remoteness of the Institute affects the functioning adversely, as trained and skilled manpower is not available. As a result, the work load of the regular employees gets enhanced. To cope up with the additional work load, the Group B and C (including MTS) employees are required to devote extra time to undertake additional work load. There is an inevitable need to compensate such employees for their extra time devoted towards the efficient functioning of the Institute. The provision for the same is given in Section 24(ix) of the NIT Statutes.

It is proposed to grant Overtime Allowance, as and when required by the Institute, to compensate Group B and C (including MTS) employees who devote their personal time beyond the office hours and on weekends/holidays as per the DOPT OM No.A-27016/03/2017-Estt.(AL) dated 19th June, 2018 (**Annexure FC 17.08**).

The Finance Committee is requested to approve the implementation of the said OM of DoPT in the Institute.

FC 17.13: Approval regarding reimbursement in respect of Newspapers purchased/supplied to officers at their residence.

With reference to OM no. 25(12)/E.Coord/2018 dated 03.04.2018, Copy of which is enclosed as **Annexure FC 17.09**, monthly reimbursement of newspaper on production of newspaper bills is permitted at the rates mentioned below based on the undertaking given by the entitled officers:

S. No.	Level of Officers	Reimbursement to be made per month (in Rs.)
1.	Secretary/Secretary equivalent	As per actuals
2.	Additional Secretary/ Additional Secretary equivalent	Rs.1,100/-
3.	Joint Secretary/ Joint Secretary equivalent	Rs.850/-
4.	Director/ Deputy Secretary/ Under Secretary/ Section Officer or equivalent	Rs.500/-

In addition to above the Finance Committee is requested to consider reimbursement of Rs.200/- to Group-B and C employees of the Institute as a Welfare Measure.

Finance Committee is requested to approve the implementation of the said OM of Gol in the Institute.

FC 17.14: Approval of Telephone facility to faculty, Officers and staff of the Institute.

It is proposed that the CUG connections may be taken for all the employees of the Institute for proper and easy communication required at any time for smooth functioning of the academic and administrative work in the Institute. Keeping this in view, it is proposed that following CUG Plan may be taken and distributed to the Institute employees:

S. No.	Designations	Monthly Rental Charges	Data Quota	Calls
1.	Director	Rs.1,299/-	125 GB	Unlimited
2.	Registrar & Dean's	Rs.999/-	100 GB	Unlimited
3.	HoD's/Section Head's	Rs.499/-	75 GB	Unlimited
4.	Faculty members/Trainee Teachers	Rs.399/-	40 GB	Unlimited
5.	All Non-Teaching Officers	Rs.399/-	40 GB	Unlimited
6.	All Group-B and Group-C employees	Rs.299/-	20 GB	Unlimited
7.	Drivers (Ambulance/Institute Vehicles)	Rs.299/-	20 GB	Unlimited

The Finance Committee is requested to approve the expenditure of Rs.60,000/- per month and Rs.7,20,000/- per annum to provide CUG connections to the employees of the Institute.

FC 17.15: Approval for Incentive for acquiring fresh higher qualifications.

As per DOPT, Govt. of India OM No.1/5/2017-Estt (Pay-I) dated 15.03.2019 Copy of which is mentioned OM is enclosed as **Annexure FC 17.10**, regarding grant of Incentive for acquiring fresh higher qualifications, the following one-time lump-sum rates as incentive for acquiring fresh higher qualification by a Government employee shall be permissible for course in the fields that are directly relevant to the employees job:

S. No.	Qualification	Amount (In Rs.)
1.	Ph.D. or equivalent	30,000
2.	PG Degree/Diploma of duration more than one year, or equivalent	25,000
3.	PG Degree/Diploma of duration one year or less, or equivalent	20,000
4.	Degree/Diploma of duration more than three years, or equivalent	15,000
5.	Degree/Diploma of duration three years or less, or equivalent	10,000

Finance Committee is requested to approve implementation of the said OM in the Institute.

FC 17.16: Approval of Officiating Pay to the Higher Ministerial Staff.

Institute has 07 positions of Higher Ministerial Staff sanctioned, against which Institute has appointed two Superintendents in the year of 2013 and as per the revised Recruitment Rules they are supposed to be promoted to the post of Senior Superintendent after completion of five years continues service. However, on completion of five years of continues service in the year of 2018 they could not be promoted due to non-availability of the sanctioned post of Senior Superintendent.

As both the Superintendents are, since 2013, single handedly performing the duties and handling higher responsibilities than those attached to their positions/post in the respective sections.

It is proposed that they may be given Officiating Pay under FR 35 as per Illustration-1 of DOPT, Govt. of India OM No.1/4/2017-Estt (Pay-I) dated 28.02.2019 copy of which as mentioned in the OM is enclosed as **Annexure FC 17.11**. The details as per Illustration-1 are as follows:

As per Illustration-1 (GP: Rs.4600/- (Pay Matrix Level: 7)

Presently, both the Superintendents are drawing pay of Rs.41,100/- in Cell 6 of Level 6 before their appointment to officiate in Level 7 carrying duties and responsibilities of greater importance than those attached to the post held by them before such appointment.

On the date of their officiating appointment, they may be granted one increment (Cell 7 in Level 6: Rs.42,300/-) and thereafter, they are to be placed at a cell equal to the figure so arrived (Rs.42,300/-) in the Level 7. Since no such cell equal to Rs.42,300/- is available in Level 7, they shall be placed at the next higher cell in that Level [Cell 1 of Level 7: Rs.44,900/-].

After such fixation since there is only an increase of amount of Rs.3800/- (Rs.44,900 – Rs.41,100) which is less than 12.5% of the basic pay Rs.41,100/-)

of the post held earlier by the officer before such officiating appointment and further limit of Rs.5137.50, there is no substantial increase in the pay so fixed. The restrictions under FR 35 will, therefore, not apply in this case and their pay will be fixed at Rs.44,900/- (Cell 1 in Level 7).

Finance Committee is requested to approve the Officiating Pay to the Superintendents appointed in the year of 2013.

FC 17.17: Item for information.

1. Revision of allowances of faculty, Scientific/ Design staff and non-teaching staff as per recommendations of 7th Central Pay Commission-regarding.

A letter has been received from the MHRD vide letter No.15-4/2017-TC dated 31.01.2019 regarding Revision of allowances of faculty, Scientific/ Design staff and non-teaching staff as per recommendations of 7th Central Pay Commission. The letter is enclosed as **Annexure FC 17.12.**

The Institute has implemented the revisions in allowances as per the directions of the MHRD letter.

FC 17.18: Any other item with the permission of the Chair.

Registrar

