

**MINUTES OF THE 28th MEETING OF THE FINANCE COMMITTEE
(BY VIDEO CONFERENCING)
HELD AT 11:00 AM ON 10TH DECEMBER, 2021**

The following members were present:

- | | | |
|------------------------------|---|------------------------------------|
| 1. Dr. R. K. Tyagi | - | Chairman, NITUK |
| 2. Prof. Akhilesh Swarup | - | I/c. Director, NITUK |
| 3. Mrs. Darshana M. Dabral | - | Joint Secretary, IFD |
| 4. Mrs. Veena Dunga | - | Under Secretary, NIT Division, MoE |
| 5. Prof. Pramod Agarwal | - | Nominee of Director, IIT Roorkee |
| 6. Dr. P. M. Kala, Registrar | - | Member Secretary |

At the outset Member Secretary, Finance Committee welcomed the Chairman, NITUK and all the members, and requested Chairman, Finance Committee to preside over today's meeting of the Finance Committee.

After approval of the Chairman, committee discussed the following agenda and resolved as under:

FC 28.01: To confirm the Minutes of the 27th Meeting of the Finance Committee.

The Minutes of the 27th Meeting of the Finance Committee, duly approved by the Chairman, are enclosed as **(Annexure FC 28.01)**.

The Finance Committee is requested to confirm the same.

Resolution: Confirmed.

FC 28.02: Action Taken Report.

The Action Taken Report is as below:

Agenda Item No.	Agenda Items	Resolution	Action Taken
FC 27.02	Action Taken Report.	Noted.	Implemented.
FC 27.03	Approval regarding authorized person to execute the Loan Papers with HEFA.	Finance Committee recommended that Registrar of the Institute may be authorized to execute the Loan papers for HEFA.	Implemented.
FC 27.04	Approval regarding authorized Signatories for HEFA loan processing.	Finance Committee recommended that Registrar along with Dean (Planning and Development) may be authorized as authorized signatories to execute the above mentioned HEFA compliances.	Implemented.
FC 27.05	Approval regarding opening of the ESCROW 3 and ESCROW 4 Accounts with Canara Bank.	Finance Committee recommends the proposal to the Board of Governors.	In process.
FC 27.06	Approval regarding Pay fixation of faculty members on acquiring of Ph.D. degree.	Finance Committee recommends the pay fixation of all abovementioned Faculty members as per committee report. However, next date of increment may be confirmed as per GOI guidelines.	Implemented.

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FC 27.07	Approval of Annual Accounts Statement for the Financial Year 2020-21.	Finance Committee recommends the Annual Account for F.Y 2020-21. Finance Committee also noted the following correction in Schedule 10:	Submitted to the office of C&AG.												
		<table border="1"> <thead> <tr> <th>Particulars</th> <th>Mentioned in Agenda</th> <th>Correction Required as</th> </tr> </thead> <tbody> <tr> <td>Add: Receipt during the Year</td> <td>25,33,00,000.00</td> <td>30,33,75,000.00</td> </tr> <tr> <td>Add: Interest Earned</td> <td>1,48,86,000.00</td> <td>1,64,91,679.00</td> </tr> <tr> <td>Total</td> <td>26,81,86,000.00</td> <td>31,98,66,679.00</td> </tr> </tbody> </table>		Particulars	Mentioned in Agenda	Correction Required as	Add: Receipt during the Year	25,33,00,000.00	30,33,75,000.00	Add: Interest Earned	1,48,86,000.00	1,64,91,679.00	Total	26,81,86,000.00	31,98,66,679.00
		Particulars		Mentioned in Agenda	Correction Required as										
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Add: Interest Earned	1,48,86,000.00	1,64,91,679.00													
Total	26,81,86,000.00	31,98,66,679.00													
Beside this, the Finance Committee also recommended to insert a row mentioning the "Interest earned on the Grant" in the "Schedule 3" Annual Accounts:															
FC 27.08	Implementation of Treasury Single Account (TSA) System.	Finance Committee approves the proposal.	Implemented.												
FC 27.09	Approval for renewal of subscription of e-resources.	Finance Committee recommends the same for approval of the Board.	In process.												
FC 27.10	Regarding Books of Institute Library.	Finance Committee resolved that the Chairman Library Dr. Sarika Pal to search the lost books and submit a report to Hon'ble Director within a month. In case still books are missing then fix the responsibilities to the individual concern. Finance Committee also resolved that this item will be regular Finance Committee item until it is resolved.	79 books found search for remaining not physically verified books is in process.												
FC 27.11	Approval of Annual Procurement Plan for the Financial Year 2021-22.	Finance Committee recommends the Annual Procurement Plan for the Financial Year 2021-22 with following instructions: 1. Procurement will be done as per GFR provisions. 2. Progress of each department will be reviewed by Dean (P&D) in every two months and if performance of the department is not found satisfactory no further grant will be allotted to concern department.	In process.												
FC 27.12	Directions regarding availing of HEFA Loan for up-gradation of existing temporary campus at ITI and Resham farm, Srinagar.	Finance Committee recommends that the institute should avail HEFA loan for the required amount of Rs. 40.73 Crores for Phase - II of upgradation of existing temporary campus. Communication regarding the revised amount should be made with HEFA at the earliest.	Noted.												
FC 27.13	Provisions for the payment of stamp duty fee of Rs. 10,01,630/- for HEFA Loan processing.	Finance Committee recommends the proposal.	Noted.												
FC 27.14	Item for information.	Noted. However, institute can't increase the actual project cost of permanent campus from Rs.596.75 crore to Rs.597.11 crore. Since this cost has been approved by PIB, this can't be altered and approved by Ministry or institute on its own.	Noted.												

The Finance Committee is requested to note the same.

Resolution: Noted.

Finance Committee further directed that process regarding HEFA Loan should be speed up on priority basis.

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FC 28.03: Authorized Signatories for Treasury Single Account No. 10682501001.

As per the resolution of the 27th meeting of the Finance Committee (Agenda Item No.27.08) held on 09.09.2021, Assistant Registrar (Accounts) is authorized for all the transactions through PFMS as "checker" from Treasury Single Account (TSA) number 10682501001.

During the official tours/leave period of the Assistant Registrar (Accounts), all the payment through TSA gets stopped. For the smooth functioning of the payment process through Treasury Single Account (TSA) a panel of signatories may be authorized for all the transactions through PFMS as "checker" from Treasury Single Account (TSA) number 10682501001 to manage the absence of Assistant Registrar (Accounts) from the Institute due to official tour/leave.

Following Authorities are proposed for PFMS for all the transactions through Treasury Single Account (TSA) number 10682501001.

Sl. No.	Role	Authorized person
1.	Maker	(i) Junior Assistant-1 (ii) Junior Assistant-2
2.	Checker	(i) Assistant Registrar (Accounts)/ I/c Assistant Registrar (Accounts) (ii) Assistant Registrar (Hostel)/ I/c Assistant Registrar (Hostel) (ii) Assistant Registrar (Legal)/ I/c Assistant Registrar (Legal) (ii) Assistant Registrar (Store)/ I/c Assistant Registrar (Store)

The Finance Committee is requested to approve the proposal.

Resolution: Finance Committee directed that, a comparison statement will be prepared by the Institute as per practice followed by other old NIT's and same will be placed before the next meeting of the Finance Committee. Till then Registrar of the Institute is authorized for all the transaction through TSA during absence of Assistant Registrar (Accounts) as approved by FC vide agenda item no. FC 27.08.

FC 28.04: Regarding Revised Estimate for the Financial Year 2021-22 and Budget Estimate for the Financial Year 2022-23.

The Revised Estimate for the Financial Year 2021-22 and Budget Estimate for the Financial Year 2022-23 are enclosed as **(Annexure FC 28.02)**. The Revised Estimate for the Financial Year 2021-22 and Budget Estimate for the Financial Year 2022-23 have been submitted to the Ministry vide MoE email dated 23.09.2021.

The Finance Committee is requested to note the Revised Estimate for the Financial Year 2021-22 and Budget Estimate for the Financial Year 2022-23.

Resolution: Finance Committee instructed that actual requirement under OH-31 and OH-36 will be communicated by the Institute to MoE. Finance Committee, further advised that, keeping in view the number of the faculty members in the Institute, more projects should be encouraged to be submitted to DST, SERB etc. to meet out the other requirements like research equipment's etc.

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FC 28.05: Regarding Nursing Allowance.

Nurse was appointed in the Institute in the year 2016 who is looking after the Dispensary of the Institute under supervision of Coordinator Medical Service. At there is no provision of Nursing Allowance to the staff working in Institute Dispensary. However, as per OM Z.28015/50/2017-N dt.31.08.2017 issued by Government of India, Ministry of Health and Family Welfare Finance (Nursing Section) (copy enclosed). Nursing Allowance is admissible to all Nurses whether working in Dispensaries or in Hospitals.

Admissibility of Nursing Allowance as per 7th CPC as per refer OM is as under:

Sr.No.	Allowance	Rate as per 7 th CPC	Existing rates in i.r.o. rise DA by 25%
01.	Nursing Allowance	₹7,200/- per month	₹9,000/- per month

Therefore, Finance Committee is requested to permit Nursing Allowances to the regular Nurse working in Institute Dispensary.

Resolution: Finance Committee directed that this matter be referred to MoE.

FC 28.06: 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.

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 2020-21 computed towards the Professional Development Fund (PDF) of Trainee Teachers for the Financial Year 2021-22 as follows:

Sr. No.	Name	Gross Salary of F/Y 2020-21	10% of Gross Salary
1	Ms. Sarita Yadav, Trainee Teacher, ECE	5,34,955	53,496
2	Mr. Nitanshu Chauhan, Trainee Teacher, ECE	7,64,510	76,451
3	Mr. Vivek Kumar, Trainee Teacher, ECE	7,44,327	74,433
4	Mr. Nitesh Kumar, Trainee Teacher, EEE	3,78,317	37,832
5	Mr. Rohit Kumar, Trainee Teacher, EEE	7,83,602	78,360
6	Mr. Himesh Kumar, Trainee Teacher, EEE	7,63,205	76,321
7	Mr. Deepak Kumar, Trainee Teacher, MEC	7,99,740	79,974
8	Mr. Abhinav Kumar, Trainee Teacher, Civil	7,45,635	74,564
9	Ms. Sneha Chauhan, Trainee Teacher, CSE	7,44,327	74,433
	Total	62,58,618	6,25,864

Therefore, Finance Committee is requested to approve the Professional Development Fund (PDF) as per above details.

Resolution: Finance Committee recommended the proposal for the approval of the Board, as per Trainee Teachers Scheme. Further, this item is built in Scheme and hence should not be brought to Finance Committee in future.

FC 28.07: Permission regarding Designing, Development and Hosting of Bilingual Institute Website.

Institute website is presently running on old CSS style of coding and unstructured database functionality. Beside this security audit of website is also not done till date. To prevent the website from any kind of cyber-attack, there is an immediate need of redesign the Institute website on new CSS style or frameworks and security audit as per Guidelines for Indian Government Websites (GIGW) and other government guidelines.

For designing & development of Bilingual (English & Hindi) Institute Website, the tentative expenditure incurred including 03 Years maintenance and Warranty along with Hosting are as follows:

S. No	Particulars	Estimated Cost (Rs.)	GST @18%	Estimated Total cost (Rs.)
1	Design & Development of Bilingual (English & Hindi) Institute Website including 03 Years maintenance and Warrantee)	12,00,000.00	2,16,000.00	14,16,000.00
2	Hosting (03 Years)	36,00,000.00	6,48,000.00	42,48,000.00
Total		56,64,000.00		

Finance Committee is requested to approve the above proposal in principle.

Resolution: Finance Committee approved the proposal in principle. Finance Committee further advised that being a new Institute and having less expertise help may be taken from older NIT's like MNIT Jaipur etc.

FC 28.08: Regarding Books of Institute Library.

With reference to agenda item no FC 27.10 Finance Committee resolved that the Chairman Library Dr. Sarika Pal to search the lost books and submit a report to Hon'ble Director within a month. In case still books are missing then fix the responsibilities to the individual concern. Finance Committee also removed that this item will be regular Finance Committee item until it is resolved.

In this regard, re-verification of the books were done by the library staff and out of 924 books 79 no. of books found in the Institute library.

Submitted for further directions, please.

Resolution: Finance Committee directed that process for searching the lost books should be continued, otherwise responsibilities will be fixed.

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FC 28.09: To consider the Institute Intellectual Property Rights (IPR) Policy.

The IPR cell, NIT Uttarakhand under R&C section has drafted Institute first IPR policy for the management of intellectual property right to facilitate, encourage, promote and safeguard scientific investigation and research and the freedom of the faculties/staff and scholars involved in R&C activities. The policy is drafted keeping in view of the "Model Guidelines on Implementation of IPR Policy for Academic Institutions" by Deptt. for Promotion of Industry and Internal Trade (DPIIT); Ministry of Commerce & Industry and IPR policies of other IITs/NITs. The said draft has been recommended by Deans and HODs committees after incorporating the suggestions and duly approved by the Competent Authority. The final draft of the IPR Policy is attached as **(Annexure FC 28.03)**.

Finance Committee is requested to kindly consider the draft and approve the same for the implementation in the Institute.

Resolution: Finance Committee approved the policy with a condition that this IPR policy will be reviewed after one year.

FC 28.10: Permission for availing Helicopter services from Pawan Hans Limited to dignitaries, experts & external member of the committee.

NIT Uttarakhand has recently signed an MOU with Pawan Hans Ltd. Presently Pawan Hans limited is operating helicopter service from Srinagar Garhwal to Dehradun airport (to and fro) at affordable cost.

Therefore, it is proposed that Helicopter services from Pawan Hans Limited to dignitaries, experts & external member of the committee invited by the Institute may be extended.

Finance Committee is requested to deliberate upon the matter.

Resolution: Finance Committee recommended that only dignitaries/experts and External members of the committee invited by the Institute may be permitted to avail regular flight of Helicopter service of Pawan Hans Ltd.

FC 28.11: Regarding the honorarium for visiting experts.

Institute utilises external (National & International) Academic/Scientists/Industrialists experts, etc. to promote the valued student outcomes, educational & industrial research environment, as well as other activities. To attract the respective experienced experts, with reference to approved minutes of the 3rd meeting of the Finance Committee (FC) held on October 08, 2013 (point no 03.05) regarding the honorarium for visiting experts, some amendments are proposed suggested along with the increase in the honorarium of the local expert as well expert with not regular services that are mentioned as follows:

Category of Experts	Previous Honorarium	Proposed Honorarium
Any expert who is not an employee of NIT Uttarakhand and attending a meeting for NIT Uttarakhand shall be paid honorarium.	Rs.5000/- per day for officers/Teacher.	Rs.5000/- per day for officers, Faculty, Scientists, Industry Experts, etc.
	Rs.1500/-per day for Technical Staff	Rs.1500/-per day for Technical Staff/others.


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Any, teacher who is not an employee of NIT Uttarakhand and delivering Lectures at the Institute shall be Paid honorarium.	Rs.5000/- per day for faculty from place more than 100km from NIT, Uttarakhand	Rs.5000/- per day for Officers, Faculty, Scientists, Industry Experts, etc. from place more than 100 km from NIT, Uttarakhand
	Rs.1500/- per hour for local faculty.	Rs.3000/- per day for local Officers, Faculty, Scientists, Industry experts, etc.
	Rs.800/- per hour for person who are not in regular service as a teacher on college/university.	Rs.1500/- per hour for person who are not in regular service.
International experts	---	USD \$100/- per day for International Faculty, Scientists, Industry experts, etc.


The Finance Committee is requested to approve the aforementioned amendments in the honorarium.

Resolution: Finance Committee recommended the proposal with a condition that honorarium for International experts will be ₹5000/- against his/her physical presence in the Institute.

The meeting ended with vote of thanks to the Chair.


(Dr. P. M. Kala)
Member Secretary, Finance Committee

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Approved


(Dr. R. K. Tyagi)
Chairman, Finance Committee