

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH,
SECTOR 26, CHANDIGARH – 160 019

AGENDA FOR THE

TENTH MEETING OF FINANCE COMMITTEE

TO BE HELD ON 28-02-2008 AT 11.30 AM

AT

NATIONAL UNIVERSITY OF EDUCATIONAL PLANNING AND ADMINISTRATION,
NEW DELHI

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ITEM No.F.10.1 TO CONSIDER THE MINUTES OF THE 9TH MEETING OF FINANCE COMMITTEE HELD ON 16-10-2007 AND TO REPORT ACTION TAKEN THEREON.

a) The minutes of the 9th meeting of the Finance Committee of the Institute held on 16-10-2007, were circulated amongst all of its members vide institute letter No. NITTTR/Board/9th –Minutes/32296-306 dated 22-10-2007, for their information and comments, if any. A copy of the minutes is enclosed as Annexure-I at Page Nos. 13-15 for perusal. Since no comments have been received from any of the members, the same may be confirmed as recorded.

b) The following items of the previous meeting have been noted:

Item No.F.9.1 Confirmation of minutes of the 8th meeting of Finance Committee

Item No.F.9.2 Audit Report of the Institute for the year 2006-07.

Item No.F.9.3 Approval of the Revised Budget Estimates of the Institute for the Financial Year 2007-08 and Budget Estimates for the year 2008-09.

Item No.F.9.4 Approval of the Annual Accounts of the institute for the year 2006-07.

The Audit Certificate and the audited accounts were received from the Audit Office on 01-11-2007 and the same were incorporated in the Annual Report before its submission to the Ministry.

ITEM NO.F.10.2 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE.

Physical verification of goods including equipment and furniture etc. of the institute is conducted at the end of each financial year as per provisions of GFR 192(1), 192(2) & 192(3). For conducting physical verification, various committees of officers of the institute are constituted at Institute level. Accordingly the physical verification was conducted at the end of the financial year 2006-2007. Physical verification reports submitted by the committees are attached as Annexure –II at Page Nos. 16-85 for perusal.

The committees have recommended that the goods including equipment & furniture items to the extent indicated below have become unserviceable/obsolete and as such be declared so.

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase		Book Value		Total Amount	
		From	To	Rs.	P	Rs.	P
1. CIVIL ENGINEERING DEPTT.							
a)	Concrete Technology Lab.	1975-	2000	1,096.95			
b)	Soil Engg. Laboratory	1968-	1993	3,645.73			
c)	Hydraulics Laboratory	1975-	1992	22,833.25		3,54,665.95	
d)	PHE Laboratory	1991-	1992	38,640.77			
e)	Computer Laboratory	1995-	1999	2,43,109.00			
f)	Material Laboratory	1987-	1991	45,340.25			
2. ELECTRICAL ENGG. DEPTT.							
a)	Electrical Engg. Laboratory	1968-	2006	1,12,930.00			
b)	Electrical Mtc. Section	1979-	2004	2,03,302.15		3,16,232.15	
3. MECHANICAL ENGG. DEPTT.							
a)	Mechanical Engg. Lab.	1970-	1999	5,24,530.90			
b)	CAD/CAM Laboratory	1993-	1996	6,78,820.00			
c)	Thermal Engg. Laboratory	1974-	1982	8,690.95		12,85,498.74	
d)	Refrigeration & A/c Lab.	1984-	1995	66,326.73			
e)	Drawing Branch	1967-	1986	7,130.16			
						C/F	Rs. 19,56,396.84

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase		Book Value		Total Amount	
		From	To	Rs.	P	Rs.	P
				B/F Rs. 19,56,396.84			
4.	ELECTRONICS & COMM. ENGG. DEPARTMENT						
a)	PC Laboratory	1988-2002		1,35,505.48			
b)	DSP Laboratory	1998-2002		50,166.25			
c)	Digital Engg. Laboratory	1983-1994		55,235.75		4,19,501.01	
d)	PLC Laboratory	1996-1999		83,422.00			
e)	Telephone Mtc. Section	1990-2003		95,014.16			
f)	Electronics Service Centre	1982-1987		157.37			
5.	COMPUTER SCIENCE DEPARTMENT	1985-2003		23,59,771.98		23,59,771.98	
6.	ETV DEPARTMENT						
a)	ETV Studio	1982-2003		1,92,292.17			
b)	Audio Video Lab.(Mtc.)	1982-1987		15,362.50		3,31,271.57	
c)	Video Cassette Library	1985-1993		11,565.00			
d)	Post Production Lab.	1986-1998		58,602.10			
e)	A/V Workstation	1998-2002		53,449.80			
7.	INFORMATION MGT. AND COORDINATION (IMCO)	1995-2001		1,31,609.00		1,31,609.00	
8.	APPLIED SCIENCE DEPARTMENT	1970-1999		97,049.05		97,049.05	
9.	GUEST HOUSE.	1979-2004		24,326.17		24,326.17	
10.	HOSTEL	1995-2004		37,242.88		37,242.88	
11.	ESTATE OFFICE						
a)	Campus Maintenance	1983-2003		10,604.15		48,736.91	
b)	Building Maintenance	1967-2007		38,132.76			
12.	CENTRAL STORE	1988-2006		51,242.50		51,242.50	
13.	MEDIA CENTRE						
a)	PA System	1975-1990		41,027.50		96,131.23	
b)	Resource Centre	1976-1989		55,103.73			
				C/F		<u>Rs. 55,53,279.14</u>	

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase From To	Book Value		Total Amount
			Rs.	P	Rs. P
			B/F	Rs.	55,53,279.14
14.	CURRICULUM DEV. CENTRE	1995-2001	21,741.00		21,741.00
15.	ENTREPRENEURSHIP DEV. AND INDUSTRIAL COORD. DEPTT.	1986-2003	1,51,547.20		1,51,547.20
16.	LIBRARY	1980-1993	69,658.26		69,658.26
17.	ESTT. SECTION	2001-2004	88,385.00		88,385.00
18.	BOARD SECTION	1995-2003	35,485.00		35,485.00
19.	BUDGET & ACCOUNTS SECTION	1994-1995	13,000.00		13,000.00
20.	FURNITURE	1967-2002	46,376.92		46,376.92
			Total	Rs.	59,79,472.52

The goods of the Electrical Engineering Department (Electrical Maintenance), Mechanical Engineering Department, Computer Science Department, Applied Science Department and Library noted at Sr. No.2,3,5,8 & 16 above which were recommended for declaring obsolete/unserviceable were costing Rs.41,28,210.18. It included costly items costing Rs.26,95,105.45. Since the value of such equipment was very high, therefore, another committee was constituted vide Office Order No.175 dated 12.12.2007 to consider recommendations of the Physical Verification Committees of the institute. The recommendations of the said committee are also enclosed as Annexure-III at Page Nos.86-89. The committee has also recommended to declare costly equipment items of Rs. 26,95,105.45 as obsolete/unserviceable.

After declaring the above noted goods costing Rs.59,79,472.52 as obsolete/unserviceable, the same will be disposed of by way of public auction/sealed bids and the sale proceeds thereof will be deposited into the institute accounts.

It is certified that:

1. there is no loss of goods due to theft : and
2. the physical verification reports do not disclose any defect in the system or serious negligence, fraud or mischief on the part of any employee of the Institute.

It is proposed that the unserviceable goods as stated above be declared so for disposal.

THE FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS, REGARDING DECLARATION OF THE ABOVE NOTED GOODS COSTING Rs. 59,79,472.52 AS OBSOLETE/UNSERVICABLE.

ITEM No.F.10.3 TO REPORT PROGRESS OF EXPENDITURE AGAINST GRANTS-IN-AID RECEIVED FROM THE MINISTRY OF HUMAN RESOURCE DEVELOPMENT.

The Integrated Finance Division, Government of India, Ministry of Human Resource Development, Department of Higher Education, vide their letter No. 23-4/2006-IFD dated 16th January, 2007 has desired that in order to observe the pace of expenditure in the autonomous organization receiving grants-in-aid from the Ministry may, in terms of provision under Rule 212(3) of GFR and the objectives under the outcome budget, report the utilization of the grants-in-aid as a reporting item in every meeting of the Finance Committee including carried over unspent balance from the last financial year along with the position at the end of each quarter.

The position, is therefore, reported as under:

Sr. No.	Particulars of Item	Position Under Plan (Rupees in lacs)	Position Under Non Plan (Rupees in lacs)
(i)	a) Unspent balance carried over from last financial year. b) Position of unspent balance as at the end of each quarter i.e. <ul style="list-style-type: none"> ▪ Quarter ending - 30-06-2007 ▪ Quarter ending - 30-09-2007 ▪ Quarter ending - 30-12-2007 	134.37 277.18 205.64 23.54	27.32 (-) 170.92 (-) 69.12 (-) 119.12
(ii)	Release of funds under Regular Plan support through UGC, AICTE etc. wherever applicable.	NA	NA
(iii)	Any additional special funding given by the Ministry under Plan	NIL	NIL
(iv)	Expenditure incurred upto the month preceding the month the Finance Committee meets i.e. 31-01-2008.	438.70	560.83
(v)	The progress of expenditure item-wise along with physical progress achieved till date in terms of percentage.	Please refer Annexure-IV (Page No. 90) attached for itemwise expenditure & Annexure-V (Page Nos 91-92) for physical progress achieved till date.	Please refer Annexure-IV (Page No.90) attached for itemwise expenditure.

ITEM No.F.10.4 TO CONSIDER GRANT OF BENEFIT UNDER ASSURED CAREER PROGRESSION SCHEME TO THOSE INSTITUTE EMPLOYEES WHO WERE ALLOWED ONLY ONE FINANCIAL UPGRADATION UNDER RETRAINING AND REDEPLOYMENT SCHEME/ONE REGULAR PROMOTION.

A fast track promotion scheme namely Retraining and Redeployment Scheme was introduced in the Institute in February, 1995 for its non-teaching supporting staff, with the approval of the Board of Governors accorded in its 71st meeting held on 22.02.1995 as well as the ex-post-facto concurrence of the Government of India, Ministry of Human Resource Development given vide their letter No.F.8-4/94/TS.IV dated 22.02.1999 (copy enclosed as Annexure-VI at Page Nos.93-94). Under this scheme promotions were given, after re-training, to those institute employees who were stagnating for eight years or more. However the beneficiaries of this scheme were not given any benefit of seniority/ change of designation. Their pay was fixed in the higher pay scales under FR 22 (1)(a)(2) i.e without any benefit of notional increase in the lower pay scales.

However this fast track promotion scheme was discontinued from 1.1.1996 as per directions of the Government of India, Ministry of Human Resource Development intimated vide their letter No. F.20-26/97/TS.IV dated 20.04.1998 (copy enclosed as Annexure-VII at Page Nos. 95-98 which were reiterated vide letter No.F.8-4/94/TS.IV dated 22-02-1999 (Annexure-VI at Page Nos. 93-94). As per these directions, the financial benefit already given to the eligible institute employees was protected on personal basis. Thus the scheme is not in operation since 1.1.1996.

Later on the Government of India introduced a new scheme namely Assured Career Progression Scheme for financial upgradation of those employees who were stagnating for 12 years or more after their direct recruitment. Under this scheme two financial upgradations in the service career of an employee were allowed i.e first on completion of 12 years of service and second after 24 years of service counting from the date of direct recruitment.

Some of the institute employees who are beneficiaries of the Re-training and Re-deployment scheme have been given only one upgradation under that scheme and that too without the benefit of pay fixation under FR 22-1(a)(I). Those employees have not so far been given any benefit of ACP though they have completed 24 years of their service. Such employees have availed only one financial upgradation under the Re-training and Re-deployment scheme or only one regular promotion so far. As such they are facing financial hardship as compared to those employees who have been given the benefit of ACP. A copy of the ACP Scheme is attached as Annexure-VIII at Page Nos. 99-105.

It is worthwhile mentioning here that para 13 of the ACP Scheme provides as under:

“Existing time bound promotion schemes, including in-situ promotion scheme, in various Ministries/Departments may, as per choice, continue to be operational for the concerned categories of employees. However, these schemes, shall not run concurrently with the ACP scheme. The Administrative Ministry/Department – not the employees – shall have the option in the matter to choose between the two schemes i.e existing time bound promotion scheme or the ACP Scheme for various categories of employees. However, in case of switchover from the existing time bound promotion scheme to the ACP Scheme, all stipulations(viz for promotion, redistribution of posts, upgradation involving higher functional duties etc) made under the former(existing) scheme would cease to be operative. The ACP Scheme shall have to be adopted in its totality.”

Since the Re-training and Re-deployment Scheme is not in operation since 1.1.1996 and the ACP Scheme has already been adopted by the institute, it is proposed that the beneficiaries of the Re-training and Re-deployment Scheme may also be given benefit of ACP, subject to the following conditions:

1. Availed only one financial upgradation under the Re-training and Re-deployment Scheme or only one regular promotion.
2. Completed 24 years of service after direct recruitment.
3. The permissible pay scale under the ACP is higher than that already granted under the Re-deployment and Re-training scheme.

THE FINANCE COMMITTEE MAY CONSIDER THE PROPOSAL AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS.

ITEM No.F.10.5 TO CONSIDER ENHANCEMENT OF FEE OF THE INSTITUTE COUNSELS.

The Board of Governors, had, in its 80th meeting held on 25.05.1998, approved the fee payable to the Institute Counsels for contesting court cases on behalf of the Institute, as under:

For High Court cases	Rs.5000/- + Rs.500/- as clerkage
For Lower Court cases	Rs.2000/- + Rs.200/- as clerkage

This fee has not been enhanced since then. Now the Institute Counsel has requested for enhancement of fee to Rs.15,000/- plus clerkage. It is worthwhile mentioning here that the advocates who are on the panel of the institute are well experienced and take keen interest in the institute cases. They are also very competent and efficient. The institute has not lost a single Court case initiated during the last thirteen years. Therefore, the success rate is very high.

Keeping in view the above said facts as well as standing of the institute counsels and their request, it is proposed that the legal fee of the institute counsels may be enhanced as under:

For High Court Cases	Rs 10,000/- + Rs 1000/- as clerkage and contingent expenses.
For Lower Court Cases	Rs 5000/- + Rs 500/- as clerkage and contingent expenses.

THE FINANCE COMMITTEE MAY CONSIDER THE PROPOSAL AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS.

ITEM No.F.10.6 TO CONSIDER STEPPING UP OF PAY OF SHRI TARA CHAND, LABORATORY ATTENDANT.

Shri Tara Chand had joined as Wardboy on 23.09.1969 in the pay scale of Rs. 70-1-80/1-85 with an initial start at the stage of Rs.70/-. He was adjusted as Peon with effect from 17.09.1971 in the identical pay scale of Rs. 70-1-80/1-85 and his pay as Wardboy was protected.

On the other hand one Shri Parkash Chand had joined as Wardboy on 28.01.1972 in the pay scale of Rs. 70-1-80/1-85 and his initial pay was fixed at the stage of Rs. 70/-. Thus Shri Tara Chand had been working as Ward Boy from 23-09-1969 to 16-09-1971 and as Peon from 17-09-1971, whereas Shri Parkash Chand joined as Ward Boy on 28-01-1972.

Consequent upon revision of pay scales on the recommendations of third pay commission w.e.f 01-01-1973, the pay scale of Rs. 70-1-80/1-85 was revised to the pay scale of Rs.196-3-220-EB/3-232. The pay scales of both Shri Tara Chand and Shri Parkash Chand were also revised accordingly. On 1.1.1973, the pay of Shri Tara Chand was

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fixed at Rs.196/- in the new revised pay scale with DNI 21.08.1973 whereas the pay of Shri Parkash Chand was fixed on 1.1.1973 at Rs.196/- in the revised pay scale of Rs.196-232 but with DNI 28.1.1973. Thus Shri Parkash Chand who was junior to Shri Tara Chand as Wardboy started drawing more pay than Shri Tara Chand because the DNI of Shri Parkash Chand was 28.1.1973, whereas the DNI of Shri Tara Chand was 21.8.1973. A comparative chart of both the employees is as under:

	Tara Chand	Parkash Chand
Date of joining	23.09.1969	28.01.1972
Designation at the time of joining	Wardboy	Wardboy
Pay Scale	Rs.70-1-80-EB-1-85	Rs.70-1-80-EB-1-85
Start Pay	Rs.70/-	Rs.70/-
	Appointed as Peon in the same pay scale on 17.9.1971	
Pay as Peon	Rs.72/-	--
Pay as on 1.1.1973 in the revised pay scale of Rs.196-3-220-EB/3-232	Rs.196/-	Rs.196/-
DNI	21.08.1973	28.01.1973

The pay of Shri Tara Chand could not be stepped up in 1973 with reference to the pay of Shri Parkash Chand because at that time Shri Tara Chand was Peon whereas Parkash

Chand was Wardboy and both the cadres were considered as different cadres. Later on in 1994, Shri Tara Chand had represented for stepping up of his pay at par with the pay of Shri Parkash Chand and his case was submitted to the Board of Governors in its 71st meeting held on 21.2.1995. The Board, on the comments conveyed by the MHRD(IFD) vide their DO No. F.22(3)/95-IFD dated 21.02.1995, had not agreed to the proposal because as per comments of the Ministry the proposal was not covered by the rules.

However, the Board of Governors in their 84th meeting held on 22-02-2000 vide Item No. B.84.12 had decided that the cadres of Peons and Wardboys be treated as a single cadre. Consequently both the cadres were considered as one and the anomalies of pay fixation of the institute employees which had arisen after that date were removed by stepping up of pay of seniors at par with that of juniors by treating both the cadres as one.

Now Shri Tara Chand has again represented that his pay may be stepped up with reference to the pay of Shri Parkash Chand from 1973 onwards on the strength of the decision of the Board of Governors in 1991 vide which the cadres of Peons and Wardboys have been considered as one and the same.

THE FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS REGARDING STEPPING UP OF PAY OF SHRI TARA CHAND AT PAR WITH HIS JUNIOR SHRI PARKASH CHAND FROM 1973 ONWARDS.