

## AUGMENTATION

**AGENDA ITEMS FOR 36<sup>th</sup> MEETING OF THE FINANCE COMMITTEE TO BE HELD  
ON 27.10.2017 AT 4.00 P.M. AT SYNDICATE ROOM, NITTTR, CHANDIGARH**

### CONTENTS

ITEM NO.	PARTICULARS	PAGE(S)
F.36.0	WELCOMING OF THE CHAIRMAN AND MEMBERS	1
F.36.1	TO CONFIRM THE MINUTES OF 34 <sup>th</sup> & 35 <sup>th</sup> MEETING OF FINANCE COMMITTEE HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY	1
F.36.2	TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 34 <sup>th</sup> AND 35 <sup>th</sup> MEETING OF THE FINANCE COMMITTEE HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY	1 - 9
ITEM NO.F.36.2	ITEMS FOR CONSIDERATION	
F.36.2.1	TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE	10
F.36.2.2	TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE	11 - 13
F.36.2.3	TO CONSIDER AND APPROVE EXPENDITURE INCURRED UPTO 31.05.2017 UNDER TEQIP-II PROJECT	13 - 14
F.36.2.4	TO CONSIDER AND APPROVE INTERNAL AUDIT REPORT FOR THE SECOND HALF YEAR (OCTOBER 2016 TO MARCH 2017) OF THE FINANCIAL YEAR 2016-17 OF TEQIP-II PROJECT ACCOUNTS	14 - 15
F.36.2.5	TO CONSIDER AND APPROVE STATUTORY AUDIT REPORT ON THE ACCOUNT OF TEQIP-II PROJECT FOR THE YEAR APRIL 2017 TO JULY 2017	15
F.36.2.6	TO CONSIDER AND APPROVE WRITTEN OFF SIX COMPUTERS PURCHASED DURING 2009 AND TO CONSIDER DONATING THE SAME TO NGOS	16
F.36.2.7	TO CONSIDER AND APPROVE THE WRITE OFF OF LOST OF ELECTRONICS ITEM i.e. TRANSDUCER TRAINER COSTING OF Rs. 2,27,100.70	16 - 17
F.36.2.8	TO CONSIDER AND APPROVE THE REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2017-18 AND BUDGET ESTIMATES FOR THE YEAR 2018-19	17
F.36.2.9	TO CONSIDER AND APPROVE THE DISTRIBUTION OF HONORARIUM AND COST ESTIMATION OF MOOCs	17

## ANNEXURE

I	Enclosure to Item No. F. 36.1	1 - 6
II	Enclosure to Item No. F. 36.1	7
III	Enclosure to Item No.F.36.2 Against item No. F.33.3.8	8 - 11
IV	Enclosure to Item No.F.36.2 Against item No. F. 35.1	12 - 15
V	Enclosure to Item No.F.36.2.2	Separate Booklet
VI	Enclosure to Item No. F. 36.2.4	16 - 21
VII	Enclosure to Item No.F.36.2.4	22 - 23
VIII	Enclosure to Item No.F.36.2.5	24 - 26
IX	Enclosure to Item No.F.36.2.6	27
X	Enclosure to Item No.F.36.2.6	28 - 29
XI	Enclosure to Item No.F.36.2.7	30
XII	Enclosure to Item No.F.36.2.9	31 - 50
XIII	Enclosure to Item No.F.36.2.9	51 - 53

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<b>Sr. No.</b>
1.
2.
3.
4.
5.



**LIST OF MEMBER OF FINANCE COMMITTEE  
OF NITTTR, CHANDIGARH**

Sr. No.	Name and Designation with full address of the present incumbent	Status
1.	Dr.K.K. Talwar Chairman, Board of Governors, NITTTR, Chandigarh	Chairman
2.	Mrs.Darshana M Dabral Joint Secretary & Financial Adviser (IFD) Department of Higher Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, New Delhi – 110 115	Member
3.	Shri Madhu Ranjan Kumar Joint Secretary (DL & BP), Department of Higher Education, Ministry of Human Resource Development, Government of India, Shastri Bhawan, New Delhi – 110 115	Member
4.	Hon'ble Vice Chancellor, IK Gujral Punjab Technical University Jalandhar – Kapurthala Highway, Near Pushpa Gujral Science City, Kapurthala (Punjab) – 144601	Member
5.	Prof. Shyam Sundar Pattnaik Director, NITTTR, Sector 26, Chandigarh – 160 019	Member Secretary

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH,  
CHANDIGARH**

**AGENDA FOR THE 36<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE  
TO BE HELD ON 27.10.2017 AT 4.00 PM AT SYNDICATE ROOM, NITTTR, CHANDIGARH**

**F.36.0 Welcoming of the Chairman and Members**

**Previous Meetings.**

**ITEM NO. F. 36.1 TO CONFIRM THE MINUTES OF 34<sup>TH</sup> & 35<sup>TH</sup> MEETING OF FINANCE COMMITTEE HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY**

The minutes of the 34<sup>th</sup> and 35<sup>th</sup> (special) meetings of the Finance Committee of the Institute held on 03.03.2017 at IIT Delhi and 04.08.2017 at MHRD, New Delhi were circulated amongst all its members vide Institute letter No.NITTTR/Board/37<sup>th</sup> – Minutes/27257 – 27272 dated 14.03.2017 and No.NITTTR/Board/38<sup>th</sup> – Minutes/7791 – 7806 dated 07.08.2017 respectively for their information and comments. Copy of the minutes enclosed as Annexure – I (page Nos. 1 to 6). No comments have been received from any members except MHRD vide its letter Nos.F.No.7-3/2017-TS.IV dated 25.04.2017, the same has been enclosed as Annexure - II at page No.7. The Hon'ble members may kindly confirm the minutes with the observation of the Ministry.

**ITEM NO.F.36.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 34<sup>TH</sup> AND 35<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE HELD ON 03.03.2017 AND 04.08.2017 RESPECTIVELY**

S.No.	Item	Action Taken
F. 32.1	<p><b>TO CONFIRM THE MINUTES OF 31<sup>ST</sup> MEETING OF FINANCE COMMITTEE HELD ON 20.11.2015</b></p> <p>Noted. However, Joint Secretary (NITs &amp; DL) pointed out that regarding Agenda Item Nos. 30.3.7 and 30.3.8, it has still not been clarified by the Institute as to whether the contracts with the concerned persons have a provision for such increases or not ?</p>	<p>There is no provision in the contracts with the concerned persons for such increase. However, new contract has been made.</p>



F.30.3.7	<p><b>TO CONSIDER AND APPROVE THE ENHANCEMENT OF SALARY OF ACCOUNTS OFFICER AND ACCOUNTANT</b></p> <p>Noted. However, on a query of Joint Secretary (NITs &amp; DL), the provision which necessitates that the enhancement of salary is to be done only after the approval of the Ministry could not be shown to the members.</p>	<p>There is no provision in the contracts with the concerned persons for such increase. However, new contract has been made.</p>
F.30.3.8	<p><b>TO CONSIDER AND APPROVE THE ENHANCEMENT OF REMUNERATION OF SHRI PP KAUSHIK, CONSULTANT (TEQIP-II)</b></p> <p>Noted. However, on a query of Joint Secretary (NITs &amp; DL), the provision which necessitates that the enhancement of salary is to be done only after the approval of the Ministry could not be shown to the members.</p>	<p>There is no provision in the contracts with the concerned persons for such increase. However, under TEQIP II project new contract of Shri PP Kaushik has been made upto 31.07.2017, as the project is going to end on 31.07.2017</p>
F.32.3.5	<p><b>ESTABLISHMENT OF FOUR FUNDS TO SUSTAIN THE 'REFORMS' PROCESS (ACADEMIC AND NON-ACADEMIC) UNDER TEQIP-II PROJECT BEYOND THE PROJECT PERIOD</b></p> <p>Noted. The Finance Committee also felt that the Institute should apply for seeking funds under the proposed TEQIP-3 Project and make all requisite efforts towards the same.</p>	<p>Noted</p>
F.33.3.1	<p><b>TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (NON RECURRING) – CREATION OF CAPITAL ASSETS, PLAN (GENERAL) – RECURRING, AND NON-PLAN (RECURRING) SCHEME AT THE END OF 30.06.2016</b></p> <p>The Finance Committee considered the status report of expenditure under Plan(Non Recurring) – Creation of Capital Assets, Plan(General) – Recurring and Non Plan(Recurring) Scheme at the end of 30<sup>th</sup> June, 2016 and recommended to the Board of Governors to approve the same.</p>	<p>Noted</p>

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F.33.3.2	<p><b>TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE</b></p> <p>The Finance Committee after considering the status report regarding declaration of goods including equipment, furniture etc as obsolete or unserviceable, on the basis of the assurance given by the Director in the meeting that the extant provisions, rules and regulations in this regard have been followed in letter and spirit, recommended to the Board of Governors to declare the goods costing Rs.62,88,770.58 and having depreciated value of Rs.2,89,962.12 as obsolete/unserviceable. Further, the Finance Committee advised the Institute that for disposal of electronic items, a separate procedure as per GF&amp;AR should be followed.</p>	Noted
F.33.3.3	<p><b>TO CONSIDER AND APPROVE OF MANAGEMENT INFORMATION SYSTEM (MIS) OF COMMUNITY DEVELOPMENT THROUGH POLYTECHNICS</b></p> <p>The Finance Committee appreciated the development of Management Information System (MIS) of Community Development through Polytechnics developed by the Institute. Regarding sanctioning of posts of System Analyst and System Programmer it did not accede to the request of the Institute. The Finance Committee further advised the Institute to re-allocate the work within its sanctioned strength.</p>	As desired by the committee, work has been assigned to the System Programmer.
F.33.3.4	<p><b>TO CONSIDER AND APPROVE THE ENHANCEMENT OF HONORARIUM PAID TO EXPERTS INVITED FOR SHORT TERM COURSES AND ENGAGING ME/M.TECH CLASSES</b></p> <p>The Finance Committee recommended to the Board of Governors to approve the proposal of the Institute to pay an Honorarium of Rs.1500/- per session (limited to Rs.3000/- per day per speaker) to external experts for taking sessions in STCs, ME/M.Tech programmes and also viva-voce examination of ME/M.Tech thesis for each student (Limited to Rs.3,000/- max. per day).</p>	<p>The minutes of 33<sup>rd</sup> meeting of Finance Committee were placed in the 36<sup>th</sup> meeting of Board of Governors for its approval. The comments given by the BOGs are as under:</p> <p>"The Board of Governors advised the institute to put up the minutes in next meeting of Board of Governors for its approval after finalisation of the minutes of the 33<sup>rd</sup> meeting of the Finance committee in its 34<sup>th</sup> meeting".</p>



F.33.3.5	<p><b>TO CONSIDER REQUEST OF PH.D. SCHOLARS ADMITTED WITH VALID GATE SCORE OR PU-PH.D.-ENTRANCE TEST FOR GRANT OF FELLOWSHIP</b></p> <p>The Finance Committee observed that before starting the Ph.D Programme, it should have carefully been thought out and decided beforehand as to how and from which funds, the scholarship to the Research Scholars shall be paid. Instead of following this approach, the institute in an ad-hoc manner initiated the Ph.D Programme and is now in a state of confusion regarding the payment of scholarship to the Research Scholars. In view of the fact that the payment of scholarship is a necessity and cannot be avoided, after detailed discussions, the Finance Committee advised the Institute that the Institute may pay scholarship to Ph.D scholars from the Internal Revenue Generation (IRG) of the Institute. The Ministry Representatives informed that for this purpose no separate/additional allocation will be done by the Ministry.</p>	<p>A meeting of All Professor and Heads was held in the office of Director on 24.05.2017 to discuss the issue regarding payment of scholarship to Ph.D scholar. It was decided in the meeting that Ph.D scholars cannot be paid scholarship from Internal Revenue Generation of the institute, as it is meant for institute Development. Heads of Department were of the opinion that student should be encourage for fellowship from AICTE, DST, UGC etc. The existing scholars were informed that they would not be paid any scholarship in future.</p>
F.33.3.6	<p><b>TO CONSIDER AND APPROVE THE WRITE OFF LOST OF LIBRARY BOOKS AMOUNTING TO Rs.5077/-</b></p> <p>The Finance Committee on the basis of the assurance given by the Director in the meeting that the extant provision, rules and regulations in this regard have been followed in letter and spirit, recommended to the Board of Governors to approve the loss of library books amounting to Rs.5077/-.</p>	Noted
F.33.3.7	<p><b>TO CONSIDER AND APPROVE RENOVATION AND NEW CONSTRUCTIONS FOR THE FINANCIAL YEAR 2016-17 AND 2017-18</b></p> <p>The Finance Committee recommended to the Board of Governors its in principle approval to the renovation work to be undertaken by the Institute during the financial year 2016-17 and 2017-18. The Committee requested the Institute to prioritize the works on the basis of their importance and should initiate any work only after assuring itself of the availability of sufficient</p>	<p>The renovation work to be undertaken by the institute during the financial year 2017-2018 was prioritized on the basis of their importance. Details of works are given below: -</p> <ol style="list-style-type: none"> <li>1. Renovation of P.G. Hostel (the work in progress).</li> <li>2. Renovation of Type II 10 No. Houses Sector 26, Chandigarh including stores and other miscellaneous works (the tender has been floated by BSNL).</li> </ol>



Professor and Heads  
Office of Director on  
discuss the issue  
of scholarship to  
was decided in the  
scholars cannot be  
Internal Revenue  
Institute, as it is  
Development. Heads  
of the opinion that  
be encourage for  
TE, DST, UGC etc.  
ars were informed  
not be paid any

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work to be undertaken  
during the financial year  
prioritized on the basis  
Details of works are  
P.G. Hostel (the work  
Type II 10 No.  
26, Chandigarh  
stores and other  
works (the tender has  
BSNL).

funds for its completion. As far as construction work of International Skill Centre and houses in Sector 42, Chandigarh is concerned, the Institute was advised to prepare a proper justification along with scheduling for each new construction work and place it before the Finance Committee and the Board of Governors for consideration.

3. Renovation of Type II 3 No. Houses in Sector 29, Chandigarh (the work in progress).
4. Renovation of Board Room / Corridors / Institute Lounge / Dining Hall and Kitchen in New Guest House, Institute Bathrooms, Institute Canteen, Old Institute Hostel etc. (will be taken up the financial year 2017-18).

The construction work of International Skill Centre will be taken up after final allotment of land in Sector 38 West, Chandigarh. The Chandigarh Administration offered the land measuring 3.5 Acres in Sector 38 West Chandigarh and the consent from the institute has already been sent to the Chandigarh Administration, but final land allotment has not been done by U.T. Chandigarh Administration. The matter for allotment of land in Sector 38 West Chandigarh has already been taken up by the Institute Authority. The Construction of Houses in Sector 42, Chandigarh will be taken up, after finalization of allotment of additional land in Sector 38 West Chandigarh for International Skill Centre. It is proposed that once the Skill Centre is finalized, additional recruitment of faculty and staff is planned and then construction of houses in Sector 42 will be undertaken.

F.33.3.8

**TO CONSIDER REQUEST OF ME STUDENTS ADMITTED THROUGH PU-CET FOR GRANT OF SCHOLARSHIP**

The Finance Committee requested the Institute to clarify the terms and conditions on which these students were admitted and how the Institute had planned to conduct the Master's programmes.

The Finance Committee lastly advised the Institute to focus on its core area of training the technical teachers serving in various

Institute is not paying any scholarship to ME student admitted through PU-CET for session 2016. As per MOA, the institute is engaged in five spectrum of activities namely (a) Education and Training, (b) Curriculum, (c) Instructional Material Development, (d) Research and Development, (e) Extension and Consultancy Services. Under education and training, short term and long term training programmes are offered. ME and Ph.D programme fall under the



	<p>Polytechnics/Engineering Institutes under its jurisdiction. The Committee further advised the Institute to examine its Memorandum of Association and inform the Committee in its next meeting as to whether, the running of Masters and Ph.D programmes is within the permitted domain of activities or not. It was further felt that if these programmes are permitted, then they should be primarily for the teachers and not for fresh students as the case seems to be as of now. The Institute was further requested to give the number of teachers and fresh students participating in all its Masters and Research programmes during the last five years in the next meeting of the Committee.</p>	<p>category of Education and Training, which are well within the mandate of the institute. The institute is not provided with any separate grant for ME &amp; Ph.D Programmes. A copy of the teachers and fresh students of masters and research programmes for the next five years are enclosed as Annexure - III at page Nos.8 to 11.</p>
F.34.1	<p><b>TO CONFIRM THE MINUTES OF 33<sup>RD</sup> MEETING OF FINANCE COMMITTEE HELD ON 09.08.2016</b></p> <p>The Finance Committee approved the minutes of 33<sup>rd</sup> meeting of Finance Committee except the item (F.33.3.4) regarding the honorarium paid to the experts for STCs and engaging ME/M.Tech classes or taking Viva Voce of ME students to bring uniformity, which will be approved after collecting information from other NITTTRs.</p>	<p>Finance committee in its 34<sup>th</sup> meeting has given the direction that the Item No. F33.3.4 will be approved after collecting the information from other NITTTRs.</p> <p>As per the directions by the Finance Committee, the institute has written letter to NITTTR Bhopal, Chennai, and Kolkata on 19.04.2017. Reply from NITTTR Bhopal and Chennai has been received on 25.04.2017 and 04.05.2017 respectively. Reminder of NITTTR Kolkata has been sent on 12.09.2017. Reply from NITTTRs Kolkata is awaited.</p>
F.34.2.1	<p><b>TO CONSIDER STATUS REPORT ON PROGRESS OF EXPENDITURE UNDER PLAN (NON RECURRING) - CREATION OF CAPITAL ASSETS, PLAN (GENERAL) - RECURRING, AND NON-PLAN (RECURRING) SCHEME UPTO 01.02.2017</b></p> <p>The status of Plan (Non-recurring) - Creation of Capital Asset, Plan (General) - Recurring, and Non Plan (Recurring) scheme upto 1.2.2017 for the financial year 2016-17 as presented was recommended by Finance Committee for approval by the Board of Governors in its 37<sup>th</sup> meeting.</p>	<p>Noted</p>



F.34.2.2	<p><b>TO CONSIDER REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2016-17 AND BUDGET ESTIMATES FOR THE YEAR 2017-18</b></p> <p>The revised budget estimate of the institute for the year 2017-18 of Rs. 2,779.39 lacs under non-plan and Rs. 2,263.96 lacs (under plan), and budget estimates for the year 2017-18 amounting to Rs. 3,756.15 lacs under non-plan and Rs.2,705.52 lacs under plan were recommended by the Finance Committee for approval of the Board of Governors in its 37<sup>th</sup> meeting.</p>	Noted
F.34.2.3	<p><b>TO CONSIDER AND APPROVE THE RE-APPROPRIATION OF FUNDS UNDER TEQIP PROJECT.</b></p> <p>Finance Committee deliberated upon the re-appropriation of the funds under Technical Education Quality Improvement Programme, Phase II (TEQIP-II) by the institute and approved the re-appropriation as per guidelines of the TEQIP.</p>	Noted
F.34.2.4	<p><b>TO CONSIDER AND APPROVE THE INTERNAL AUDIT REPORT FOR THE PERIOD FROM APRIL TO SEPTEMBER, 2016 OF TEQIP-II PROJECT.</b></p> <p>The members of Finance Committee examined the observations of internal audit by a Chartered Accountant firm with respect to maintenance of four separate bank accounts. The Internal Audit was satisfied by the justification given by the institute that four different ledger accounts have been maintained for each of the four funds instead of four separate bank accounts. The internal audit report for Technical Education Quality Improvement Programme, Phase II (TEQIP-II) for the period April to September, 2016 was approved by the Finance Committee.</p>	Noted
F.34.2.5	<p><b>TO CONSIDER AND APPROVE THE EXPENDITURE INCURRED UPTO 31.01.2017 UNDER WORLD BANK ASSISTED PROJECT TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME PHASE -II (TEQIP-II)</b></p> <p>The Finance Committee considered the expenditure to the tune of Rs.990.85 lac incurred under different heads of TEQIP-II upto 31.1.2017 and approved the same.</p>	Noted



F.34.2.6	<p><b>TO CONSIDER AND APPROVE THE STATUTORY AUDIT REPORT FOR THE FINANCIAL YEAR 2015-2016 OF TEQIP-II PROJECT ANNUAL ACCOUNTS.</b></p> <p>The Finance Committee, in the light of the justification provided by the institute in reply to the observations made in the internal audit report, approved the statutory audit report of annual accounts for the financial year 2015-16 of TEQIP-II project.</p>	Noted
F.34.2.7	<p><b>TO CONSIDER AND APPROVE THE EXPENDITURE OF TEQIP-II PROJECT AFTER 31<sup>ST</sup> MARCH, 2017 FROM "CORPUS FUND" ESTABLISHED BY THE INSTITUTE AFTER 31<sup>ST</sup> MARCH, 2017.</b></p> <p>The Finance Committee approved meeting of the expenditure on closure and consolidation of TEQIP-II after 31<sup>st</sup> March, 2017 for three months from the corpus funds and interest accrued on TEQIP allocation as per the guidelines of NPIU.</p>	Noted
F.34.2.8	<p><b>TO REPORT REGARDING REIMBURSEMENT OF TA/DA AND OTHER EXPENDITURE OF DR. MP POONIA FOR HIS OFFICIAL VISIT TO TAIWAN</b></p> <p>After examining the case of reimbursement of TA/DA to Dr. MP Poonia, former Director, for his official visit to Taiwan, it was recommended that reimbursement of the TA/DA may be made from the internal revenue generation after examining the rules.</p>	<p>The MHRD vide its letter Nos.F.No.7-3/2017-TS.IV dated 25.04.2017 has conveyed the comments which are reproduced as under:</p> <p>"This cannot be done as before going abroad, Dr.MP Poonia would had given a commitment that the expenses shall be borne by him personally. Further tour abroad with expenditure to the Government are not allowed as per Ministry of Finance guidelines". A copy of the above letter is enclosed at page No.7. Members may kindly advise.</p>
F.34.2.9	<p><b>TO WRITE OFF 48 COMPUTERS &amp; 2 PRINTERS PURCHASED DURING 2006-2009 AND TO CONSIDER DONATING THE SAME TO NGOS</b></p> <p>The Finance Committee approved the proposal to write off 48 computers and 2 printers purchased during 2006-09 and to donate the same to NGOs from where the request has been received.</p>	Noted



Noted

Noted

its letter Nos.F.No.7-  
dated 25.04.2017 has  
comments which are  
under:  
done as before going  
Poonia would had  
ment that the expenses  
e by him personally.  
road with expenditure  
ent are not allowed as  
Finance guidelines". A  
ve letter is enclosed at  
Members may kindly

Noted

<p>F.35.1</p>	<p><b>TO CONSIDER AND ADVISE REGARDING ARBITRAL TRIBUNAL AWARD</b></p> <p>The members examined the case and the award pronounced and discussed at length the pros and cons of the case and decided that the award pronounced by the arbitral tribunal need to be accepted by the institute. The present value of the amount retained by the institute is approximately Rs. 61 Lakh. The members suggested that the NITTTTR may negotiate and request the NBCC to waive off the amount due on account of interest due on the principal amount as both the bodies are under the administrative control of the GOI.</p>	<p>As directed by the Board of Governors, institute vide letter No.Dir./NITTTTR/D-5 dated 05.08.2017 requested to Chief Managing Director, NBCC, New Delhi to waived off interest component indicated Sr.No.5 of the award. However, a letter dated 10.08.2017 was again written to NBCC to waive off the interest of award amount. In response to the institute letters (copy enclosed as Annexure – IV at page Nos.12 to 15), NBCC has stated that "the request for waive off Rs.21,71,948/- is highly difficult to be accepted". And they have requested to released the balance amount Rs.22,24,035/- (Rs.21,71,948 + Service Tax Rs. 52,087/-). Hon'ble members may accord approval for the release of the said amount. It is mention here that the principal amount of Rs.56,31,738/- has already been credited through RTG mode on 10.08.2017.</p>
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## ITEMS F.36.2

## ITEMS FOR CONSIDERATION

## ITEM NO.F.36.2.1 TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE

Progress of Capital and Revenue Expenditure is as under 30.09.2017

(Rupees in lakh)

Particulars	Budget Estimates For 2017-18 approved by BOG	Opening Balance as on 1.4.2017	Grant Received from GOI,MHRD	Internal Income generated (IRG)	Total fund available as on 30.09.2017 (I+II=III)	Progressive Expenditure upto 30.09.2017	Balance as on 01.10.2017
1	2	3	4	5	6	7	8
Capital (OH-35)	2140.95	160.80	437.50	-	598.30	101.41	496.89
Training & Pension (OH-31)	1651.67	-405.52	357.50	-	-48.02	281.47	-329.49
Salary, Salary Part- B & Retirement Benefits( OI-36)	2284.52	179.94	693.75	-	873.69	934.49	-60.80
Non Salary	964.28	1397.83	-	297.16	297.16	134.18	162.98

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL



ITEM NO.F.36.2.2 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLETE OR UNSERVICEABLE

Physical verification of goods including equipment, 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 for the year 2015-2016, various committees were constituted for the purpose. Physical verification reports submitted by the committees are attached as Annexure - V (a separate booklet). The department wise details of equipments/items to be written off are as below:

OF CAPITAL AND

(Rupees in lakh)

Progressive Expenditure upto 30.09.2017	Balance as on 01.10.2017
7	8
101.41	496.89
281.47	-329.49
934.49	-60.80
134.18	162.98

COMMENDATIONS TO

Sr. No.	Name of the Department / Laboratory	Year of Purchase		Book Value		Total Amount	
		From	To	Rs.	P.	Rs.	P.
1.	<b>CIVIL ENGG. DEPTT.</b>						
a)	Environmental Engg. Lab	1999	2002	1,05,923.90			
b)	Computer Application Lab.	2007	2010	45,075.00		1,50,498.90	
2.	<b>ELECTRCIAL ENGG. DEPTT.</b>						
a)	Electrical Machines Virtual & Instrumentation & Control Lab.	1971	2010	3,48,312.73		4,31,425.05	
b)	Power Electronics Lab.	2001	2002	83,112.32			
3.	<b>ELECTRONICS &amp; COMM. ENGG. DEPARTMENT</b>						
a)	DSP Laboratory	2007		35,000.00			
b)	VLSI/PLC Laboratory	2007	2009	1,05,500.00		9,21,028.75	
c)	Communication Laboratory	2002	2009	6,96,855.00			
d)	Electronics Service Centre	1990		83,673.75			
4.	<b>ETV DEPARTMENT</b>						
a)	ETV Studio	1984	1999	5,08,894.12			
b)	Post Production Lab.	1988	1993	2,89,156.50			
c)	Eng Lab.	1986	2002	4,26,343.15		39,76,253.79	
d)	Tool & implementation & Antenna Lab./Research Lab.	1982	1988	23,037.20			
e)	Art Material	1987		4822.82			
f)	Audio Video Workstation Lab.	1998		27,24,000.00			
						C/F	54,79,206.49

31-3-2014

11  
2452.50 =  
1957.81  
494.89

31-3-2014  
Clear

2452.50



Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase		Book Value		Total Amount	
		From	To	Rs.	P	Rs.	P
						B/F	54,79,206.49
5.	<b>MEDIA CENTRE</b>						
a)	Production Centre	1989-1992		55,980.00			1,58,904.04
b)	Media centre	1975-1999		1,02,924.04			
6.	<b>CONTINUING EDUCATION CENTRE</b>	1996-2006		64,327.45			64,327.45
7.	<b>COMPUTER SCIENCE DEPARTMENT</b>	2006-2013		15,69,398.00			15,69,398.00
8.	<b>APPLIED SCIENCE DEPARTMENT</b>	1970 - 2010		3,04,406.00			3,04,406.00
9.	<b>GUEST HOUSE</b>	2010-2014		1,82,786.00			1,82,786.00
10.	<b>HOSTEL</b>	1969-2014		4,15,944.15			4,15,944.15
11.	<b>ESTATE DEPARTMENT</b>						
a)	Estate Department	2004-2013		42344.02			
b)	Elect. Mtc.	1983-2008		77,672.10			
c)	Telephone Section	2001-2012		1,54,183.00			2,93,185.12
d)	Refrigeration & Air Conditioning	2005		18,986.00			
12.	<b>CENTRAL STORE</b>	1988 - 2009		1,02,706.00			1,02,706.00
13.	<b>DISPENSARY</b>	1979		269.20			269.20
14.	<b>RURAL DEV. DEPARTMENT</b>	2007		89,756.00			89,756.00
15.	<b>CDC DEPARTMENT</b>	2003-2010		4,27,693.00			4,27,693.00
16.	<b>EDIC DEPARTMENT</b>	1985-2010		2,37,232.25			2,37,232.25
17.	<b>ESTABLISHMENT SECTION</b>	1998-2002		1,325.00			1,325.00
18.	<b>ACCOUNTS SECTION</b>	1995-2008		1,23,716.00			1,23,716.00
19.	<b>LIBRARY</b>	2000-2002		1,25,176.00			1,25,176.00
20.	<b>ACADEMIC CELL</b>	2006-2009		1,00,547.00			1,00,547.00
21.	<b>FURNITURE</b>	1992-2009		63,094.00			63,094.00
22.	<b>SOFTWARE</b>						
(i)	Civil Engg. Department	2002-2006		4,34,674.00			4,34,674.00
(ii)	Elect.Engg.Department (Electrical Machines Virtual & Instrumentation & Control Lab.)	2006-2007		4,00,649.00			4,00,649.00
(iii)	Electronics & Comm.Engg.Deptt., (PC Newtworking Lab.)	2000-2007		1,60,201.00			1,60,201.00
						C/F	1,07,35,195.70



Total Amount	
Rs.	P
54,79,206.49	
1,58,904.04	
64,327.45	
15,69,398.00	
3,04,406.00	
1,82,786.00	
4,15,944.15	
2,93,185.12	
1,02,706.00	
269.20	
89,756.00	
4,27,693.00	
2,37,232.25	
1,325.00	
1,23,716.00	
1,25,176.00	
1,00,547.00	
63,094.00	
4,34,674.00	
4,00,649.00	
1,60,201.00	
1,07,35,195.70	

Sr. No.	Name of the Deptt./ Laboratory	Year of Purchase From To	Book Value	Total Amount
			Rs. P	Rs. P
			B/F	1,07,35,195.70
(iv)	ETV Department (Audio & Video Workstation Lab.	1998	18,75,776.00	18,75,776.00
(v)	EDIC Department	2003-2010	1,27,957.00	1,27,957.00
(vi)	Accounts Section	1999	15,000.00	15,000.00
			Total	1,27,53,928.70

The above also includes equipments/items costing more than Rs.10,000/- each and spanning less than 10 years for which another committee consisting of two outside experts was constituted by the competent authority. The committee recommended that the equipments/items costing total value of Rs.1,09,54,715.00 and presently having depreciated value of Rs.9,20,528.06 be written off.

After obtaining the approval to write off the equipments/items, the institute will dispose off these items by inviting tender and the sale proceeds thereof will be deposited into the institute accounts.

THE FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS, REGARDING TO WRITE OFF THE ABOVE NOTED EQUIPMENTS / ITEMS.

**ITEM NO.F.36.2.3 TO CONSIDER AND APPROVE EXPENDITURE INCURRED UPTO 31.05.2017 UNDER TEQIP-II PROJECT**

The institute received a grant of Rs 10.00 crores from the Ministry of Human Resource Development (MHRD) for implementing World Bank Assisted Project "Technical Education Quality Improvement Programme, Phase-II (TEQIP-II). In addition, the project has earned interest of Rs 21.70 lakhs on its bank deposits. Against total available funds of Rs 1021.70 lakhs (including interest), an expenditure of Rs 1010.53 lakhs has been incurred till 31.05.2017 under following heads of accounts.



Sr. No.	Head of Account	Expenditure upto 31.05.2017 (Rupees in Lakhs)
1	Procurement of goods (equipment, furniture etc)	542.44
2	Teaching of Research Assistantship to M.E and Ph.D students	213.34
3	Research and Development	17.95
4	Faculty and Staff Development	108.79
5	Enhanced Interaction with Industry	2.13
6	Institutional Management Capacity	3.50
7	Institutional and Academic Reforms	16.99
8	Academic support to weak students	41.18
9	Incremental operating cost	64.21
	<b>Total</b>	<b>1010.53</b>

The statement of funds received, including interest earned, as on 31.07.2017 is as under :

		Rupees in Lakh
Total grant received	=	1000.00
Interest earned	=	22.39
Total fund received	=	1022.39
Cumulative expenditure	=	1014.85
Unspent balance available in bank	=	7.54

The unspent balance will be transferred to the main Account of the institute.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL

**ITEM NO.F.36.2.4 TO CONSIDER AND APPROVE INTERNAL AUDIT REPORT FOR THE SECOND HALF YEAR (OCTOBER 2016 TO MARCH 2017) OF THE FINANCIAL YEAR 2016-17 OF TEQIP-II PROJECT ACCOUNTS**

As laid down in Financial Management Manual of TEQIP-II Project, accounts/record of the project are required to be subjected to internal audit on semi-annual basis by a firm of Chartered Accountants. Therefore, the internal audit for the 2<sup>nd</sup> half of the financial year 2016-17 i.e. October 2016 to March 2017 was awarded to M/s SK Bhasin & Associates, Chandigarh. The firm has completed internal audit for the said period and submitted its audit report (copy enclosed as Annexure - VI at page Nos.16 to 21). The report does not point out any serious / major irregularity. The only observation is that the institute has expended funds in excess of re-allocated funds under following two activities:



(Rupees in Lakhs)

Sr. No.	Activity	Funds as per re-appropriation (including interest component)	Actual Expenditure upto 31.03.2017	Excess
1.	Teaching and Research Assistantship to ME and Ph.D students	212.00	213.86	1.86
2.	Institutional and Academic Reforms	15.18	16.95	1.77

While excess expenditure over re-appropriated allocation is under two activities only (out of total 9 activities of the project) and that too very small amount, the total expenditure under the project upto 31.03.2017 is Rs 1006.39 lakhs vis-a-vis allocation of Rs. 1021.70 lakhs which is within the approved allocation. As per the guidelines on implementation of the project, the Board is competent to approve the re-appropriation of funds under project activities within the heads of expenditures. Copy enclosed as Annexure - VII at page Nos. 22 to 23.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL

**ITEM NO.F.36.2.5 TO CONSIDER AND APPROVE STATUTORY AUDIT REPORT ON THE ACCOUNT OF TEQIP-II PROJECT FOR THE YEAR APRIL 2017 TO JULY 2017**

As required under Para 10.3 Section 10 of Financial Management Manual of TEQIP-II Project, the accounts of the project are to be audited by a firm of Chartered Accountants by 30<sup>th</sup> June every year. Till the previous financial year 2015-16, M/S GSA & Associates were the auditors for the project in this institute. National Project Implementation Unit, Noida, vide its e-mail dated 1<sup>st</sup> March, 2017, issued instructions to continue the services of the existing auditors for the audit work pertaining to financial year 2016-17 and for the remaining period of four months (April to July, 2017) of the financial year 2017-18. Therefore, audit of project accounts for the Financial Year 2016-17 and four months period (April to July 2017) of Financial Year 2017-18 was awarded to M/s GSA & Associates, New Delhi (existing auditors for statutory audit) vide Director's approval dated 28.03.2017. The Firm has completed statutory audit for the financial Year 2016-17 on 28.07.2017. Audit Report is attached as Annexure – VIII at page Nos.24 to 26. No irregularity has been pointed out by Audit in the Report.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL



**ITEM NO.F.36.2.6 TO CONSIDER AND APPROVE WRITTEN OFF SIX COMPUTERS PURCHASED DURING 2009 AND TO CONSIDER DONATING THE SAME TO NGOS**

The Board of Governors in its 18<sup>th</sup> meeting (vide item No.B.18.4.1) held on 09.11.2010 on the recommendations of 18<sup>th</sup> meeting of Finance Committee (vide Item No.F.18.2.6) held on 09.11.2010 had allowed the institute for donation of old computers which are in working conditions and are not being used by the departments. In compliance of the above decision of the Board of Governors, the institute had donated thirty five computers out of fifty one.

It is submitted that the institute had six computers which were in working conditions and also written off vide item No.37.2 against item No.B.36.5.1 held on 03.03.2017 (item No.F.33.3.2) of the 33<sup>rd</sup> meeting of Finance Committee held on 09.08.2016 but had become obsolete for institute usage. A request letter was received from Sarthak Educational Trust for computers (copy enclosed as Annexure – IX at page No.27). Since the six computers were in working conditions, the institute had given these computers to the Sarthak Educational Trust.

The deprecation value of these computers comes to Rs.140/- (list attached as Annexure - X at page Nos.28 to 29). It is, therefore, proposed that these computers may be approved for donation.

**FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL**

**ITEM NO.F.36.2.7 TO CONSIDER AND APPROVE THE WRITE OFF OF LOST OF ELECTRONICS ITEM i.e. TRANSDUCER TRAINER COSTING OF Rs. 2,27,100.70**

An Electronics item Transducer Trainer costing Rs.2,27,100.70 was purchase during the year 1999 which was lost in the year 2013 during renovation and the same is not traceable. Depreciation value of the above item is Rs.16,862.42 as calculated by central store. The amount of Rs.16,862.42 has been deducted from his dues. Director has constituted a committee having two external expert to discuss the case of loss of items. The committee is of the view that as per the power vested with competent authority in GFR, the item may be written off. The committee has suggested that in future renovation



works, the items may be tallied before start and completion of renovation works. The recommendation of the committee is enclosed as Annexure -XI at page No.30.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR APPROVAL

✓ ITEM NO.F.36.2.8 TO CONSIDER AND APPROVE THE REVISED BUDGET ESTIMATE OF THE INSTITUTE FOR 2017-18 AND BUDGET ESTIMATES FOR THE YEAR 2018-19

The Revised Budget Estimates of the institute for the financial year 2017-18 and Budget Estimates for the year 2018-19, are attached in a separate booklet.

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

ITEM NO.F.36.2.9 TO CONSIDER AND APPROVE THE DISTRIBUTION OF HONORARIUM AND COST ESTIMATION OF MOOCs

All four NITTTRs have been identified by MHRD for developing MOOCs on "Teacher Education". NITTTR Chennai will coordinate the development of MOOCs by 4 NITTTRs for which MHRD has granted Rs.4 crores to NITTTR Chennai. This amount will be distributed amongst four NITTTRs. MHRD vide F.No.8-1/2015-TEL dated 11.3.2017 (copy enclosed as Annexure - XII at page Nos. 31 to 50) has given the guidelines for funding of development of MOOCs. Based on the amount allocated by MHRD for development of each MOOC, a committee constituted by Director has formulated the guidelines for development of each MOOC as the norms for MOOCs are not available in the consultancy rules approved by Board of Governors. The recommendation of the committee enclosed as Annexure - XIII at page Nos.51 to 53 for consideration and approval.

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



## TABLE AGENDA

### ITEM NO.F.36.2.11 TO CONSIDER AND APPROVE THE PURCHASE OF MULTYUTILITY VEHICLE

The institute staff car – Maruti Esteem, bearing registration number CH 01 G1 1165, was purchased in the year 2003. The said staff car, which had covered approximately 2.5 lakh kilometre, was condemned and disposed-off in 2017 by following the due official procedure. It is proposed to purchase a new vehicle as replacement of the said disposed-off staff car.

The institute is presently engaged in multifarious activities for improving quality of technical education in the region. For this purpose, teams of senior faculty members and officials travel by road to various organizations in neighbouring states such as Punjab, Haryana, Himachal Pradesh, Uttrakhand, J&K etc. where connectivity by rail or air is not available. Only 3 officials can be seated comfortably in the sedan type staff car in addition to the driver during such outstation journeys, though the seating capacity of a sedan-type staff car is 5 passengers including the driver. Further, portable hardware and stationery required for conducting practice-based short term courses is also to be carried to the outstation venues. Therefore, many a time a multi-utility vehicle is hired from open market for long journeys.

Therefore, it is proposed to purchase a 7-seater multi-utility vehicle from GeM (Government e-Marketplace) as replacement of the disposed-off staff car. A provision of Rs. 20.00 lakh has been proposed for a vehicle in the revised budget estimates of the institute proposed for the year 2017-18.

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