

MINUTES OF THE THIRD MEETING OF THE FINANCE COMMITTEE HELD
ON MARCH 16, 2005 AT 11.45 A.M. AT NATIONAL INSTITUTE OF
TECHNICAL TEACHERS' TRAINING & RESEARCH(NITTTR) CHANDIGARH

The 3rd meeting of the Finance Committee was held on March 16, 2005 at 11.45 a.m. at National Institute of Technical Teachers' Training & Research(NITTTR), Chandigarh. The following were present:

1. Mrs Rajesh Kumari,
Chairperson, Board of Governors,
National Institute of Technical Teachers'
Training & Research (NITTTR),
CHANDIGARH – 160 019
2. Shri DN Sreenivasappa, Member
Under Secretary,
Ministry of Human Resource Development,
representing
Shri Ravi Mathur, IAS,
Joint Secretary (T),
Government of India,
Ministry of Human Resource Development,
Department of Secondary & Higher Education,
Shastri Bhawan,
NEW DELHI 110 001
3. Shri Vickram Jaidka, Member
11, Shivalik Enclave,
NAC Manimajra,
CHANDIGARH
4. Dr OP Bajpai, Member- Secretary
Director,
National Institute of Technical Teachers'
Training & Research(NITTTR),
Sector 26,
CHANDIGARH 160 019



The following members could not attend the meeting:

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| 1. | <p>Shri SK Ray,
 Financial Adviser,
 Government of India,
 Ministry of Human Resource Development,
 Integrated Finance Division(IFD),
 Department of Secondary & Higher Education,
 Shastri Bhawan,
 <u>NEW DELHI 110 001</u></p> | Member |
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At the outset, Dr OP Bajpai, Director & Member Secretary introduced the new Chairperson Mrs Rajesh Kumari who joined on 1.12.2004 and welcomed her. The Member Secretary informed the Committee that Mrs Rajesh Kumari is taking keen interest in the institute activities and it is hoped that her guidance and suggestions will be valuable for institute growth. He then introduced the other members of the Committee to the Chairperson, whose cooperation and interest, would help institute to become Center of Excellence.

Dr. OP Bajpai appreciated contributions made by the Ex-Chairman Shri Yash Pal Mahajan, a distinguished personality, who had also shown keen interest in the institute activities. Committee recorded appreciation for his contributions.

Thereafter Mrs Rajesh Kumari after conveying her thanks to the Member Secretary extended warm welcome to all the members of the Committee and expressed her deep gratitude towards them for having spared their valuable time for attending the meeting. She then requested Dr OP Bajpai, Director and Member Secretary of the Committee to conduct the proceedings.

Dr OP Bajpai, Director also extended warm welcome to all the members of the Committee and thanked them for sparing their valuable time to attend the



meeting despite their busy schedule. Thereafter the various agenda items were discussed as under :

ITEM NO.F.3.1 **TO CONFIRM THE MINUTES OF THE 2nd MEETING OF THE FINANCE COMMITTEE OF NITTTR CHANDIGARH HELD ON SEPTEMBER 29, 2004 AND TO REPORT ACTION TAKEN THEREON.**

a) The minutes of the 2nd meeting of the Finance Committee held on September 29, 2004 were confirmed as recorded.

While noting the follow up action on the various decisions/recommendations made by the Committee in its 2nd meeting including the pending items of its previous meetings as reported in the agenda, it was further deliberated as under:

Against
ITEM NO.F.1.3

TO CONSIDER EXTENSION OF CAREER ADVANCEMENT SCHEME OF AICTE TO THE SENIOR LIBRARY STAFF OF THE INSTITUTE.

It was reported that the advice given by the Ministry is being implemented.

Against
ITEM NO.F.1.6

TO CONSIDER GRANT OF TWO ADVANCE INCREMENTS TO PROFESSORS & ASSISTANT PROFESSORS OF THE INSTITUTE ON OBTAINING PH.D DEGREE AS PER AICTE'S GUIDELINES AS INCENTIVES FOR HIGHER QUALIFICATION.

It was reported that the advice given by the Ministry will be implemented. The representative of the Ministry was, however, requested to send a copy of complete guidelines of AICTE on Career Advancement.



**Against
ITEM NO.F.2.3**

**TO CONSIDER AUDIT AND INSPECTION REPORT
ON THE ANNUAL ACCOUNTS OF THE INSTITUTE
FOR THE YEAR 2003-04.**

While deliberating upon outstanding Audit Para No. 1 of LAR of 2002-2003 regarding levy of damages by PUDA (Rs. 85 Lacs) and non receipt of Consultancy fee (Rs. 17.92 Lacs), the Member Secretary reported the complete background of the pending Court case of PUDA Vs the Institute to the Committee. Brief history of the case was also circulated amongst the members which is attached herewith as **Annexure 'A'**.

It was also reported that due to failure of Prof R Subramanian to hand over complete documents relating to the pending Court case while handing over charge on his superannuation on June 30, 2004, his gratuity and leave encashment have been withheld so as to safeguard the institute's interest because no other way was left to obtain the requisite documents/information from him. Prof R Subramanian has now filed a Civil Writ Petition in the High Court for release of his retirement benefits. The same is being replied suitably in consultation with the Ministry and the Institute Counsel. The first hearing of the case has been fixed for July 29, 2005. The Committee desired that the institute's interest be properly safeguarded.

It was also suggested that the institute may ^{also} consider to explore the help of Consultant to work out details.

As regards the case of (Dr) Mrs HK Gill, keeping in view the recovery of LTC amount, forfeiture of her LTC claim as reported in the agenda item, and considering the mistake as inadvertent, the Committee recommended that she may be warned to be careful in future.



Against
ITEM NO.F.2.4

**TO CONSIDER THE ACTION TAKEN BY THE
INSTITUTE REGARDING THE POST GRADUATE
PROGRAMMES.**

It was reported that the AICTE is considering modular credential Post Graduate Programmes of the Institute for approval. The AICTE is also considering to start it as a national programme. Steps are being taken to get the course affiliated with the Punjab University, Chandigarh so that it may be started from the ensuing academic session. The institute is taking action to enhance the Post Graduate Programme from 15 to 25. Institute is also pursuing the matter with the concerned authorities for obtaining Deemed University status. The Committee desired that the institute should endeavour to obtain the status at the earliest possible.

It was also reported that the institute has prepared a Vision Document with a view that the institute should emerge a Center of Excellence. Similar documents have been prepared by other NITTTRs. A workshop of all the NITTTRs is planned at Chandigarh in which prominent persons connected with Technical Education/ Education will participate to prepare a National Document.

Against
ITEM NO.F.2.5

**TO CONSIDER REQUEST OF SHRI AMARJEET SINGH,
CHOWKIDAR FOR CHANGE OF OPTION FOR FIXATION
OF PAY.**

Noted.



Against

ITEM NO.F.2.6 TO CONSIDER THE INVESTMENT OF GPF/CPF ACCUMULATION INTO GOVERNMENT SECURITIES

The Committee expressed its concern about the much lower return from the investment of Provident Fund money in Government Securities through Mutual Funds as per Government of India's guidelines. It was suggested that the institute may prepare a self contained case regarding the investment and return there from and forward the same to the Ministry for their advice as to how the shortfall in earning vis-à-vis interest payable on Provident Fund amount to the subscribers is to be met with. As the investment is as per Government of India, Ministry of Finance's guidelines, it may continue.

ITEM NO.F.3.2 TO CONSIDER WRITE OFF OF OBSOLETE AND UNSERVICEABLE STORES INCLUDING EQUIPMENT, FURNITURE ETC.

The Committee recommended that the Stores including equipment, furniture and stationary items which have become unserviceable/obsolete/outdated as reported in the agenda item may be condemned and disposed of according to the General Financial Rules of the Government of India. As no loss is involved, it may not be treated as written off of loss, as per provisions of General Financial Rules.

ITEM NO.F.3.3 TO CONSIDER ALLOWING TO SHRI JAI PAL SINGH, SENIOR TECHNICAL ASSISTANT FOR CHANGE OF OPTION FOR FIXATION OF PAY.

The Committee considered the comments of the Ministry conveyed vide their letter No.F.7-3/2005.TS.IV dated March 7, 2005 that Individual agenda item may not be listed for Finance Committee. Such cases can be dealt with in a routine manner as per rules. However keeping in view the main objective of Career

Progression Scheme to provide financial relief to the beneficiaries and that Shri Jai Pal Singh exercised wrong option due to oversight and also the comments conveyed by the Ministry, the Committee recommended that Shri Jai Pal Singh may be allowed to change his option as a special case with the rider that no arrears on account of fixation of pay will be paid to him as per undertaking given by him. However no such case should come up in future and the employees may seek guidance of the administration, while exercising their options.

ITEM NO.F.3.4 TO CONSIDER MERGER OF GROUP 'D' POSTS WITH IDENTICAL PAY SCALES AND ALMOST SIMILAR DUTIES INTO A SINGLE CADRE.

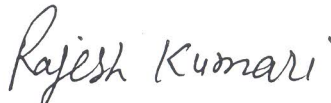
The Committee considered the comments of the Ministry of Human Resource Development vide their letter No. F.7-3/2005.TS.IV dated March 7, 2005 which reads as under:

"The proposal may be referred to Ministry of Human Resource Development for re-examination and advise of IFD."

The Committee however recommended that in order to rationalize Group 'D' posts, a Committee may be constituted at institute level to take stock of the problem and recommendations of the Committee be sent to the Ministry for consideration and approval.

The meeting ended with a vote of thanks to the Chair.


(Dr OP Bajpai)
Member Secretary


(Rajesh Kumari)
Chairperson, Board of Governors