

AUGMENTATION

AGENDA ITEMS FOR 37th MEETING OF THE FINANCE COMMITTEE TO BE HELD
ON 22.03.2018 AT 2.30 PM

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

**AGENDA FOR THE 37TH MEETING OF THE FINANCE COMMITTEE
TO BE HELD ON 22.03.2018 AT CENTRAL LIBRARY, MHRD,
SHASTRI BHAWAN NEW DELHI.**

Previous Meeting

F.37.0 Welcoming of the Chairman and Members

**ITEM NO. F.37.1 TO CONFIRM THE MINUTES OF THE 36TH MEETING OF THE
FINANCE COMMITTEE HELD ON 27.10.2017 AT NITTTR,
CHANDIGARH**

The minutes of the 36th meeting of the Finance Committee of the Institute held on 27.10.2017 at Syndicate Room, NITTTR, CHANDIGARH were circulated amongst all its members vide Institute letter No. NITTTR/Board/39th – Minutes/ 13459-474 dated 22.11.2017 for their information and comments. No comments have been received. As advised by the Board of Governors in its 39th meeting, the complete minutes of 36th meeting of Finance Committee is placed in the 40th meeting of Board of Governors for consideration.

ITEMS F.37.2 ITEMS FOR CONSIDERATION

**ITEM NO. F.37.2.1 TO CONSIDER AND APPROVE THE INVESTMENT OF GPF IN
GOVERNMENT SECURITIES**

Accumulation in the General Provident Fund of employees is kept invested in the shape of FDRs in the scheduled Banks which is considered to be safest mode of deposit. Previously the interest rates on FDRs were more than the interest rate on GPF. With the significant decrease in the interest rate on FDR, these rates are below the interest rates on GPF. At present interest rate on GPF is 7.8% per annum and interest rate on FDR is 6.85% per annum. To cover up the deficit, budgetary support is required to make up the shortfall. Alternatively 50% of accumulation of GPF amount may be invested in Government Securities which is likely to yield over 8% p.a. Finance Committee may consider to approve the proposal for its approval from the Board of Governor.

FINANCE COMMITTEE MAY CONSIDER AND APPROVE THE SAME

ITEM NO.F.37.2.2 TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE

Progress of Capital and Revenue Expenditure Till 10.3.2018

(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 10.3.2018 (I+II=III)	Progressive Expenditure upto 28.02.2018	Balance as on 10.03.2018
1	2	3	4	5	6	7	8
Capital (OH-35)	2140.95	160.80	787.50	-	948.30	295.91	652.39
Training & Pension (OH-31)	1651.67	-217.52	822.75	-	605.23	540.89	64.34
Salary, Salary Part - B & Retirement Benefits(OH-36)	2284.52	179.94	1665.00	-	1844.94	1734.09	110.85
Non Salary(out of IRG)	964.28	1209.83	-	554.82	554.82	232.63	322.19

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

ITEM NO. F.37.2.3

TO CONSIDER AND APPROVE THE RELEASE OF CPF AMOUNT TO THE INSTITUTE EMPLOYEES AND RETIRED EMPLOYEES WHO OPTED FOR THE NEW PENSION SCHEME FROM 1.1.2004

Seventeen employees of the institute who were under CPF opted for New Pension Scheme wef. 1.1.2004, CPF accumulation in their CPF account was to be remitted to National Pension System Central Recordkeeping Agency (NSDL). However, the same was kept with the Institute due to court case filed by these employees. Hence, CPF balance in respect of these employees is with the Institute. Out of seventeen employees, three have superannuated.

Due to non availability of clear orders from Govt. of India regarding admissibility of retirement gratuity to the employees who come under New Pension Scheme, the Board of Governors vide item No.29.2 of its 29th meeting held on 2.1.2014 had decided to pay the gratuity to the retired employees subject to the condition that the entire amount of gratuity paid to them would be refunded by them without any protest/objection, if decided by the Institute authorities or in case instructions/rules/orders relating to New Pension Scheme are issued by the Government of India at any time at later stage that they are not entitled for gratuity :

The above employees have submitted affidavit (duly attested by the first class Magistrate) indicating that if under any circumstances the recoverable amount is not refunded by them, the same will be recovered from the CPF amount which is already lying in the Institute Account till any final decision/instructions/rules/orders relating to New Pension Scheme are taken by the Government of India.

Now the Government of India, Ministry of Personnel, Public Grievances & Pension, Department of Pension and Pensioners Welfare vide OM No.7/2012-P&PW(F)/B dated 26th August, 2016 copy enclosed as **Annexure-I** (at page no 1 to 2) has decided that the government employees covered by National Pension System shall be eligible for

F CAPITAL

in lakh)

Balance as on 10.03.2018
8
652.39
64.34
110.85
322.19

ONS

benefit of "Retirement gratuity and Death Gratuity "on the same terms and conditions, as are applicable to employees covered by Central Civil Service(Pension) Rule, 1972.

In view of above, Finance Committee/ Board of Governors may kindly consider and approve release of CPF amount to the institute employees and retired employee who opted the New Pension Scheme wef 1.1.2004 subject to the condition that in case these employees go for further appeal & win the case, the CPF amount will be deposited by the retired employees, to avail the benefit of GPF (incase court decides for conversion of CPF to GPF).

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

ITEM NO. F.37.2.4 TO CONSIDER AND APPROVE THE REVISION OF PENSION OF PRE-2006 PENSIONERS- DELINKING OF REVISED PENSION FROM QUALIFYING SERVICE OF 33 YEARS.

The Government of India, Ministry of Human Resource Development vide mail dated 8th April, 2016 had forwarded a copy of letter No. 38/37/08—P& PW(A) dated 6th April, 2016 issued by Ministry of Personnel, PG & Pensions, Department of Pension & Pensioners' Welfare, dated 6th April, 2017 regarding revising of pension of all those pre-2006 pensioners who had rendered less than 33 years of qualifying service at the time of retirement. The Govt. of India has decided that the revised consolidated pension of pre-2006 pensioners shall not be lower than 50% of the minimum of the pay in the pay band and the grade pay (wherever applicable) corresponding to the pre revised pay scale .copy enclosed as **Annexure II** (at page no 3 to 5)

The following pensioners of this institute had rendered less than 33 years of qualifying service at the time of retirement and as per the above instructions of the Govt.of India, the institute has re-fixed the pension/family pensions as per **Annexure-III** (at page no 6 to 7)

1. Mr. Avtar Singh, Producer

2. Mr.Sujan Singh, Sr.AV technician
3. Mr. NS Lamba, Data Processing Assistant
4. Mr. Ajit Singh, Restorer
5. Mr. Krishan Dev, Technician.
6. Mr.Puran Singh, Mechanic
7. Mrs Kewalkhanna W/o Late Shri JL Khanna(Family Pension)

The members may kindly recommend to BOGs for approval and implementation of above letter of Govt. of India. Pension arrear in respect of seven pensioners / family pensioners would be around Rs.36,46,073/-.

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

ITEM NO.F.37.2.5 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 2016-2017, various committees were constituted for the purpose. Physical verification reports submitted by the committees are enclosed as **Annexure- IV** (at page no 8 to 51) The department wise details of equipments/items are as follows:-

Sr. No	Name of the Department/Laboratory	Year of Purchase From To	Book Value		Total Amount	
			Rs.	P	Rs.	P
1.	CIVIL ENGG. DEPTT.					
a)	Computer Application Laboratory	2005-2006	1,42,970.00			
b)	Concrete Technology Laboratory	1988-2006	1,30,551.45			
c)	Soil Technology Laboratory	1990-2008	42,435.00		3,15,956.45	
2.	ELECTRCIAL ENGG. DEPTT.					
a)	Electrical Machines, VI & Instrumentation & Control Laboratory	1995-2010	22,81,812.00			
b)	Power Electronics Laboratory	1995-2006	92,012.00			
c)	Embedded System Laboratory	1995-1999	94,422.00		24,68,246.00	

3.	ELECTRONICS SERVICE CENTRE	1982-2003	74,955.00	74,955.00
4.	ETV DEPARTMENT			
a)	Audio Video Workstation Laboratory	2002-2005	1,00,585.00	1,00,585.00
5.	MEDIA CENTRE	1985-2006	1,76,400.40	1,76,400.40
6.	COMPUTER SCIENCE DEPARTMENT	2007-2012	7,25,856.00	7,25,856.00
7.	EDUCATION AND EDUCATIONAL MANAGEMENT DEPARTMENT	2006-2007	3,43,910.00	3,43,910.00
8.	APPLIED SCIENCE DEPARTMENT	1978-2008	32,972.00	32,972.00
9.	GUEST HOUSE	2004-2014	25,460.00	25,460.00
10.	HOSTEL	1998-2012	1,09,960.00	1,09,960.00
11.	ESTATE DEPARTMENT			
a)	Estate Department	2011	2,310.00	
b)	Electrical Maintenance	1987-2013	1,72,663.60	
c)	Telephone Section	2010-2012	33,430.00	
d)	Estate Building Maintenance	1998-2006	40,040.00	
e)	Campus Building Maintenance	2007-2012	6,417.50	
f)	Refrigeration & A/C Maintenance	1999-2008	1,94,876.39	449737.49
12.	CENTRAL STORE	1991-2003	9,715.00	9,715.00
13.	RURAL DEV. DEPARTMENT	1997-2009	3,69,953.00	3,69,953.00
14.	HINDI CELL	2008	73,799.98	73,799.98
15.	ACADEMIC CELL	2010	16,672.00	16,672.00
16.	FURNITURE	1971-2010	23,045.00	23,045.00
17.	SPORTS	1974-2005	71,735.00	71,735.00
18.	SOFTWARE			
(a)	ELECTRICAL ENGINEERING DEPARTMENT			
(i)	Electrical Machines Virtual Instrumentation & Control Laboratory	2003-2008	10,43,729.00	
(ii)	Embedded System Laboratory	2003-2012	8,36,098.00	18,79,827.00
(b)	COMPUTER SCIENCE ENGINEERING DEPARTMENT	1999-2007	28,68,861.80	28,68,861.80
			Total	1,01,37,647.12

The above also includes costly 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/software costing total value of Rs. 90,41,274.04 and presently having depreciated value of Rs.5,31,987.65 be written off.

After obtaining the approval to write off the equipment/items/software, 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 EQUIPMENTS COSTING RS.1,01,37,647.12.

ITEM NO. F.37.2.6 TO CONSIDER AND APPROVE THE PROPOSAL FOR PAYMENT OF ARREAR FOR FACULTY AND NON-TEACHING STAFF.

Government of India MHRD has approved the implementation of recommendations of seventh pay commission in respect of the salary of Faculty and Non teaching staff without payment of revised allowances like HRA and Transport Allowance. Salary for the month of January and February 2018 has been paid as per 7th pay commission recommendations after taking approval from the Hon'ble Chairman of BOGs and the same is placed for ratification. It is proposed that the Arrears of salary amounting to about four crores for the period from 01.01.2016 to 31.12.2017 is to be paid on the availability of Funds released by the MHRD.

FINANCE COMMITTEE MAY KINDLY CONSIDER AND RATIFY THE IMPLEMENTATION OF 7TH CPC AND RECOMMEND THE PAYMENT OF ARREARS TO BOGs FOR APPROVAL.

ITEM No F 37.2.7 TO APPROVE THE NON-PROCURED EQUIPMENTS LISTED IN REVISED ESTIMATES TO BE PART OF BUDGET ESTIMATES OF THE FOLLOWING YEAR.

The equipment to be purchased during the financial year is approved by the Board of Governors on the recommendation of Finance Committee. The purchase is initiated only after the approval by the BOGs. Although institute makes best efforts to procure the equipments before the end of the financial year (i.e 31st March) in some cases the suppliers are unable to supply the equipment before the closing date due to various reasons and the receipt of equipment is delayed beyond 31st March of the financial year and the payment to the supplier is held up if the equipment is not budgeted in next financial year which create problems for the institute. To avoid this problem, it is proposed that the equipment budgeted in a particular financial year in the revised estimate but could not be purchased in that particular financial year or are received in the institute after the 31st March of the year, may be treated as part of the Budget Estimate of the following financial year so that payment can be made in the following year and equipment is put into use. The equipments listed in RE are considered to be priority items and the follow up items are listed in following year BE. In absence of priority items department faces difficulty to proceed for follow up items. Hence, the items listed in RE if could not be procure may be allowed to be suo moto items for the following year BE. This will helps saving the efforts and money spent for the process.

FINANCE COMMITTEE MAY CONSIDER AND APPROVE THE SAME

ITEM NO.F.37.2.8 TO CONSIDER ENHANCEMENT OF MONTHLY REMUNERATION OF DR. PAWAN KUMAR KANSAL, INSTITUTE PART-TIME MEDICAL OFFICER ANDPART-TIME DISPENSARY ATTENDANT.

The institute is running a part-time Dispensary in its premises to meet with the medical requirements of students, trainees and employees. A part-time qualified Medical Officer and a part-time dispensary attendant are engaged for the purpose. Presently Dr.Pawan Kumar Kansal who is MBBS, MD (Medicine) with an experience of more than

25 years, is the part-time Medical Officer of the Institute. He is a Cardiologist and Physician and presently working in the Mukut Hospital, which is a CGHS recognized hospital at Chandigarh.

The part-time Medical Officer attends the Institute Dispensary for 1 ½ hours daily on each working day alongwith the part-time Dispensary Attendant. Further it is for the kind information of the Board of Governors that presently there are about 250 students (both girls and boys) staying in the institute hostels in addition to families of faculty and staff staying in the campus.

Dr.Pawan Kr. Kansal has informed that since the 7th pay commission is being allowed to Institute employees w.e.f. 2016 therefore, his remuneration may also be enhanced, keeping in view of recommendations of 7th pay commission.

It is for the kind information of Board of Governors that presently Dr.Pawan Kumar Kansal as well as dispensary attendant are drawing monthly remuneration of Rs. 30000/-+6000/- respectively. **The last increase was allowed to him by the Director vide office order No. 188 dated 18.11.2015.**

It is proposed that the remuneration of Dr. Kansal and part time dispensary attendant may be increased as under:

		Existing	Proposed
1.	Monthly consolidated remuneration of the part-time Medical Officer	30000/- per month	35,000/- per month
2.	Monthly consolidated remuneration of the part-time dispensary attendant	6000/- per month	No change

FINANCE COMMITTEE MAY CONSIDER THE ABOVE PROPOSAL AND MAKE SUITABLE RECOMMENDATION TO THE BOARD OF GOVERNORS

**ITEM NO F.37.2.9 TO CONSIDER AND APPROVE THE REVISION OF
TARIFF/RENTAL CHARGE OF GUEST HOUSE.**

The tariff / rental charges of Guest House were revised on dated 21.08.2015. Keeping in view, the escalation in prices and increase in operational cost, the rates / tariff are recommended to be increased for the guest house. Also, in the recent audit of the institute, there has been a para regarding hiring of contractual staff.

The revised rates/tariff are a step toward making the Guest House self-sufficient from the point of view of hiring manpower required to maintain it. The proposed rates are as follows:

REVISED GUEST HOUSE TARIFF:

Sr. No.	Guest Eligibility / Category	Existing Tariff	Proposed Tariff
1.	Members of Board of Governors / Finance Committee, NITTTR Chandigarh Society, Academic Advisory Committee etc. / Expert invited for Institute Work / Seminar & Workshop / Official visit to attend meeting at NITTTR Chandigarh.	Free boarding & lodging	No Change
2.	Member of Board of Governors, Finance Committee, NITTTR Chandigarh Society, Academic Advisory Committee and Ex-BOG Members etc. and Faculty of other NITTTRs on their Personal visit.	Rs. 500/- (Per Day)	No Change
3.	Guest of Chairman BOG, Guest of members of BOG.	Rs. 500/- (Per Day)	No Change
4.	Institute employees and their guests, for maximum of 15 days in a calendar year (January to December).	Rs. 250/- (Per Day)	No Change
5.	Ex-employees and their wards.	Rs. 250/- (Per Day)	No Change
6.	Govt. Officials on official duty other than NITTTR Work.	Rs. 1,000/- (Per Day)	Rs. 1,200/- (Per Day)
7.	Any other visitor.	Rs. 1,500/- (Per Day)	Rs. 1,800/- (Per Day)
8.	Dining Hall of Guest House – I.	Rs. 2,000/- (Per Day + GST)	Rs. 3,000/- (Per Day +GST)

9.	Guests from Central Ministry (not for NITTR, Chandigarh work).	---	Rs. 500/- (Per Day)
10.	Guest from abroad not for institute work but institute would like to use his specialization work in future.	---	Rs. 1,000/- (Per Day)

Note: -

- Stay of Institute employee's guest is only for 15 days and for additional 15 days, the charges will be @ Rs. 500/- per day for additional days.
- Dining Hall charges includes service charges @ Rs. 500/- for Guest House – I.
- For free boarding & lodging, approval from the Director is must.

FINANCE COMMITTEE MAY CONSIDER AND APPROVE THE ABOVE RATES

ITEM NO F.37.2.10 TO CONSIDER AND APPROVE THE REVISION OF RENTAL CHARGE OF HOSTEL

The rental charges of hostel were revised on dated 07.11.2014. Keeping in view, the escalation in prices and increase in operational cost, the rates are recommended to be increased for the Hostel. Also, in the recent audit of the institute, there has been a para regarding hiring of excess contractual staff than the sanctioned strength. The revised rates/tariff are a step toward making the P.G. hostel self-sufficient from the point of view of hiring manpower required to maintain it. The proposed rates are as follows:

Sr. No.	Category	Existing Rates Rs.	Proposed Rates Rs.
1	ME/Ph.D Students (for eligible period) (ME Reg. 2 years) (ME Modular 7 spells) (Ph.D 3 years)	5500/- per semester 1300/- per month 75/- per day	10000/- per semester 1800/- per month 150/- per day
2	STC / Workshop / Seminar / Conference / any other activity (participants of paid programme)	50/- per day per person	100/- per day per person
3	a) Govt. Official on official duty other than NITTR work b) Consultancy Programs c) Guests of ME / Ph.D Students	150/- per day per person 75/- per day for additional person	250/- per day per person 100/- per day for additional person
4	ME/Ph.D Students in hostel during Thesis work beyond the eligible period ME Reg. beyond 2 years ME Modular beyond 7 th spells Ph.D beyond 3 years		Rs. 4000/- per month (Maximum for period of 1 year) Rs. 300/- per day
5	ME (Modular) Students	1950/- per spell	3000/- per spell

6	Project Fellow / Associates	900/- per month per person	i. HRA allocated by funding agency. ii. In case HRA is not allocated by the funding agency, then Rs. 1800/- per month.
7	Any other visitor	200/- per day per person 150/- per day for additional person	350/- per day per person 250/- per day for additional person
8	Institute employee for their guests for 15 days in a Calendar year	50/- per day per person and 50/- per day for additional person	75/- per day per person and 50/- per day for additional person
9	Institute employee for their guests beyond 15 days		200/- per day per person and 100/- per day for additional person
10	STC participants with his/her spouse	150/- per day per person	200/- per day per person

FINANCE COMMITTEE MAY KINDLY CONSIDER AND APPROVE THE ABOVE RATES

ANY OTHER ITEM:

ITEM NO F.37.2.11: TO CONSIDER AND APPROVE THE REVISION OF SEATING FEE FOR THE EXPERTS AND INVITED GUESTS COMING FOR INSTITUTIONAL ACTIVITIES

It is proposed to enhance the existing seating fee for the experts, invited guests, Members of Board of Governors, Finance Committee and Society invited by the institute for the below listed activities (excluding ME/PhD/STCs):

Sr. No.	Seating Fee	Existing [₹]	Proposed [₹]
1.	Members of Board of Governors, Finance Committee and Society	3,000/- per seating	4,000/- per seating
2.	Outside Members of Academic Council	2,000/- per seating	4,000/- per seating
3.	Chief Guest and Guest of Honour for National and International Functions conducted by the institute	--	4,000/-
4.	Members of Selection Committee	2,000/- per day	4,000/- per day
5.	Session Chair for invited talks [Except for ME/PhD/STC]	--	2,000/-
6.	Expert Members of the Committee constituted to look into various matters pertaining to academic, financial, purchase, legal, conduct matters etc.	1,000/-	2,500/- per meeting limited to 4,000/- for two different meetings in a day.

The honorarium is to be given to those invited from outside the institute and none of the institute members will receive any honorarium.

In case of the sponsored programmes/projects, where the sponsoring agency has specified the rate of honorarium, the same will be applicable.

FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATION TO THE BOARD OF GOVERNORS FOR APPROVAL.