

फाइनेंस कमेटी की 46वीं बैठक

के लिए एजेंडा

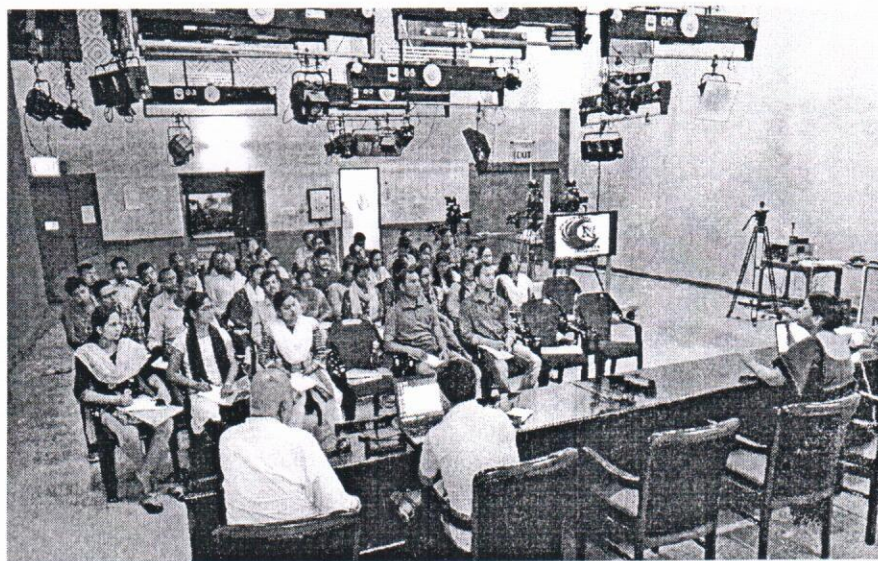
10 जुलाई 2020

समय 11:00 बजे

Agenda for

46th

Meeting of Finance Committee



राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान
सेक्टर 26, चंडीगढ़

National Institute of Technical Teachers Training and Research
Sector 26, Chandigarh

**AGENDA ITEMS FOR THE 46TH MEETING OF THE FINANCE COMMITTEE
TO BE HELD ON 10.7.2020 THROUGH VIDEO CONFERENCING**

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राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान
सेक्टर 26, चंडीगढ़ 160 019

AGENDA FOR THE
46th MEETING OF THE FINANCE COMMITTEE TO BE HELD ON
10.7.2020 THROUGH VIDEO CONFERENCING

46.0 Welcoming the Chairman and Members

PREVIOUS MEETINGS

ITEM NO. F.46.1 TO CONFIRM THE MINUTES OF THE 45th MEETING OF
THE FINANCE COMMITTEE HELD ON 13.02.2020 AT
CHANDIGARH

The minutes of the 45th meeting of the Finance Committee of the Institute held on 13.02.2020 at NITTTR, Chandigarh were circulated amongst all the members vide Institute letter No. NITTTR/Dir/10145-10159 dated 24.02.2020. Copy of the minutes of above said meeting is enclosed as Annexure-I (Pg. 9 to 15). Since no comments were received from any member, hence, the same may be recorded as confirmed.

(For Consideration & Confirmation)

ITEM NO. F. 46.2 ACTION TAKEN REPORT ON PREVIOUS
DECISIONS

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
ITEM NO. F.45.1	TO CONFIRM THE MINUTES OF THE 44 th MEETING OF THE FINANCE COMMITTEE HELD ON 11.11.2019 at NITTTR, CHANDIGARH	No comments were received from any members, hence, the minutes of the 44 th meeting of the Finance Committee held on 11.11.2020 at NITTTR Chandigarh were recorded as confirmed.	Noted

ITEM NO. F.45.2	F.41.2/ F.40.2/F.37.2.1 TO CONSIDER AND APPROVE THE INVESTMENT OF GPF IN GOVERNMENT SECURITIES	The Accounts Officer of the institute informed that the institute has already invested Rs.1,13,60,770/- in government security through UTI.	Noted
ITEM NO. F.41.4.4	CONSTRUCTION OF NEW HOUSES AT SECTOR 42 CHANDIGARH	The institute received the letter No. 738/Arch-2020/1037 dated 31.01.2020 from the office of the Chief Architect, Dept. of Urban Planning, Chandigarh asking this institute to deposit Rs. 7,49,140/- (departmental charges of 1 st stage of the project @ 0.06 of the total amount of Rs.12,48,56,700/-). Now the amount asked for shall be deposited for further action.	An amount of Rs.7,49,140/- deposited to Chief Architect vide letter Ref. No.NITTTTR/CPD/Estate /10516 to 10518 dated 3.3.2020 Annexure-II (Pg.16) for (i) Construction of additional houses of Type IV(Special), V & VI in Sector 42, NITTTTR Campus, Chandigarh and (ii) Provision of attached bathroom at ground floor in Amartya Hall, Tagore Hall & Mother Teresa Hall (Hostels) at NITTTTR, Sector 26, Chandigarh. The Chief Architect has issued basic drawings for above works vide letter Memo No. Arch-2020/2897 dated 28.5.2020 Annexure-III (Pg.17)

ITEM No F.44.3.6	TO CONSIDER THE ENHANCEMENT OF THE LEGAL FEE OF THE INSTITUTE COUNSELS	Noted the action. However, the institute was advised to engage Counsellors/Advocates from the panel approved by the Govt. For the fee, the institute was advised to map the fee as per the rate declared by the Ministry of Law, Govt of India.	The Establishment is working on the fee mapping.
ITEM No. F.45.3.1	CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE UPTO 13.2.2020	The institute presented the status report on the progress of capital and revenue expenditure upto 13.2.2020. The esteemed members took note of the same. The Members observed that salary, pension etc are basic requirements. The Members showed their concerns over the non-release of grant by the Ministry. The Joint Secretary clarified the status and assured to support to the extent whatever best possible. The institute was advised to enhance IRG oriented activities. The same was recommended to BOGs for approval.	Noted
ITEM No. F.45.3.2	TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT, FURNITURE ETC. AS OBSOLUTE OR UNSERVICEABLE	The Members accepted the proposal of the institute and recommended to the BOGs for approval.	Noted

ITEM No. F.45.3.3	TO CONSIDER AND APPROVE TA/DA RULES FOR THE PROJECT STAFF WORKING UNDER UNNAT BHARAT ABHIYAN PROJECT AND ALSO APPLICABLE TO CONTRACTUAL STAFF WORKING AT THIS INSTITUTE	The Members after deliberations accepted the proposal and recommended to BOGs for approval. However, the institute was advised to ensure that it is mapped as per 7 th CPC.	In this regard office order No.346 dated 20.3.2020 has been issued Annexure-IV (Pg.18)
ITEM No. F.45.3.4	TO CONSIDER THE STAFF TRAINING PROGRAMME TO ACQUIRE DESIRED KNOWLEDGE AND SKILLS AND ENHANCE THEIR EFFICIENCY	The Members accepted the proposal and recommended to BOGs for approval. The maximum ceiling is Rs. 10 lakh per year subject to the availability of funds under IRG.	Decision implemented vide office order No.10 dated 12.6.2020 Annexure – V (Pg.19)
ITEM No. F.45.3.5	TO CONSIDER AND APPROVE THE EX-GRATIA PAYMENT OF 10% OF EMPLOYER CONTRIBUTION TO THOSE WHO OPTED TO COME OVER TO NPS FROM CPF	The Members accepted the proposal and recommended to BOGs for approval.	Decision implemented.
ITEM No. F.45.3.6	TO CONSIDER PAYMENT OF INTEREST ON DELAYED DEPOSIT OF NPS FOR THE PERIOD APRIL 2011 TO JANUARY, 2012	The Members accepted the proposal and recommended to BOGs for approval. However, the interest to be paid should be the same that was earned by the institute against the said amount.	Decision implemented.

<p>ITEM No. F.45.3.7</p>	<p>TO CONSIDER PAYMENT OF INSTITUTE SHARE AND INTEREST ON DELAYED PAYMENT OF INSTITUTE SHARE IN RESPECT OF CPF BENEFICIARIES FOR THE PERIOD 01-01-2006 TO 31- 03-2009 - ARREARS OF SIXTH PAY COMMISSION</p>	<p>The Members accepted the proposal and recommended to BOGs for approval. However, the interest to be paid should be the same that was earned by the institute against the said amount.</p>	<p>Decision implemented.</p>
<p>ITEM No. F.45.4.1</p>	<p>TO CONSIDER EMPANELMENT OF LABORATORIES/ CENTRES FOR INSTITUTE EMPLOYEE AND THEIR FAMILIES FOR LAB. TESTS</p>	<p>Accepted and recommended the same to BOGs for approval.</p>	<p>Decision implemented vide office order no.5 dated 2.6.2020 Annexure – VI (Pg.20)</p>

ITEM NO. F.46.3.

ITEMS FOR CONSIDERATION AND APPROVAL

ITEM NO. F.46.3.1

**CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL
AND REVENUE EXPENDITURE UPTO 30.6.2020**

(Rs. in Lacs)

Scheme	Budget Estimates for 2020-21 approved by BOGs	Opening Balance as on 1-4-2020	Grant Received from GOI MHRD as on 25-6-2020	Internal Income Generated	Total Fund Available as on 25-6-2020	Progressive Expenditure upto 25-6-2020	Balance as on 26-6-2020
Capital (OH-35)	1485.00	171.24	Nil	Nil	171.24	98.95	72.29
Training and Pension (OH-31)	1400.00	Nil	427.00	Nil	427.00	418.90	8.10
Salary and Retirement Benefits (OH-36)	3787.86	763.62	284.00	Nil	1047.62	761.90	285.72
Non Salary out of IRG	506	1517.39	Nil	112.49	1629.88	27.99	1601.89

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

ITEM NO. F.46.3.2**TO CONSIDER FEE TO BE CHARGED FOR VARIOUS PAID
STC PROGRAMMES.**

The institute has a norm to charge Rs. 10,000/- per week/per participant from TEQIP funded institute. For Non-AICTE approved colleges and industry participants, the fee is Rs.5,000/- per week per participant. In the changing scenario, the diversified learning are getting encouraged and many on-line programmes are launched. The fee to be charged will vary from programme to programme (STC to STC). Therefore, it is proposed to allow the department to propose the fee to be charged for on STC to STC basis and on approval of the Director, same can be implemented.

The participants from UGC affiliated colleges/institutes/universities in Short Term Courses, refresher courses and training programmes etc. conducted by the Institute shall be allowed to pay same fee at par with Non-TEQIP AICTE affiliated colleges/institutes/universities or as decided by the Department and approved by the Director.

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

ITEM NO. F.46.3.3**TO CONSIDER AND APPROVE TA CLAIMS AFTER DUE
DATE OF SUBMISSION**

Four faculty members of this institute have requested to reimburse their TA claims for the official journey performed by them and submitted their claims to Accounts Section after due date. The requests of these employees are kept at **Annexure – VII (Pg No. 21-24)**. The reasons cited by them for late submission are mainly due to family problems and academic involvement. They also said that they were not aware of the latest time limit for submission of TA claims. Details of TA claim is as under:

Name of the Faculty Member	Amount of TA Claim	Programme Date	Due date for submission of claims	Dates on which claims were submitted
Dr Poonam Syal	Rs 3745/-	18-20 Oct 19	19-12-2019	31.1.2020
Dr Shano Solanki	Rs 9161/-	23-27 Dec 2019	26-02-2020	18.3.2020
Dr. P. Sudhakar Rao	Rs 43330/-	27-11-19 to 01-12-19	31-01-2020	4.3.2020
Dr Amit Goyal	Rs 26592/-	09-15 June 2019	14-08-2019	29.1.2020

Rule Position:

"As per Rule 290 of GFR 2017 the time limit for submission of claims for Travelling Allowance has been changed from one year to 60 days succeeding the date of completion of journey in terms of Government of India letter No. 19030/1/2017-E.IV dated 13-03-2018 Annexure- VIII (Pg No. 25-26)

The claim of Government servant to Travelling Allowance/Daily Allowance on Tour/ Transfer is forfeited or deemed to have been relinquished if the claim is not preferred within 60 days succeeding the completion of journey".

The above rule does not permit for reimbursement of late travel claims of the said employees. Keeping in view the genuine reasons cited by the above faculty members in their request letters, Finance Committee may kindly consider their request and allow them reimbursement of their travel claims, as a special case. It is to add here that they have not taken any TA advance to perform their official journeys.

FINANCE COMMITTEE MAY KINDLY CONSIDER THE REQUEST AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR REIMBURSEMENT OF TA CLAIMS AFTER DUE DATE, AS A SPECIAL CASE.

ITEM FOR RATIFICATION

ITEM NO. F.46.3.4 TO RATIFY THE ACTION TAKEN BY THE HON'BLE CHAIRMAN, BOARD OF GOVERNORS REGARDING ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE FINANCIAL YEAR 2019-20

Annual Accounts of the institute for the financial year 2019-20 have been prepared and approved by Chairman, Board of Governors vide UO No. 209 dated 24.6.2020. The institute has sent three copies of the annual accounts to Senior Audit Officer, Indian Audit and Accounts Department, Sector 17-E, Chandigarh vide our letter No. NITTTR/B&ITA/Annual Accts/206 dated 29.6.2020 for audit purpose.

FINANCE COMMITTEE IS REQUESTED TO RATIFY THE SUBMISSION OF ANNUAL ACCOUNTS TO AUDIT AND MAKE SUITABLE RECOMMENDATIONS TO BOARD OF GOVERNORS FOR ITS RATIFICATION.

ITEM NO. F.46.3.5 ANY OTHER ITEM(S) WITH THE PERMISSION OF THE CHAIR.