

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

MINUTES OF 50TH MEETING OF
FINANCE COMMITTEE HELD ON 18.06.2021 AT 3:00 PM
[Through Physical Mode/Video Conferencing (Google Meet)]
Host Venue: NITTTR, CHANDIGARH

The following members were present:

1.	Shri Madhu Ranjan Kumar Joint Secretary (Admin) Department of Higher Education Ministry of Education Govt of India, Shastri Bhawan New Delhi	Chairman	Through VC
2.	Mrs Darshna M Dabral Joint Secretary & Financial Adviser (IFD) Represented by Shri Anil Kumar Director (Finance) Department of Higher Education Ministry of Education Government of India, Shastri Bhawan New Delhi	Member	Through VC
3.	Dr KK Kataria Director Technical Education, Haryana Bays No. 7-12 Sector 4 Panchkula	Member	At the Board Room
4.	Prof SS Pattnaik Director NITTTR Sector 26 Chandigarh	Member-Secretary	At the Board Room




ITEM NO. F.50.0 WELCOMING THE CHAIRMAN AND MEMBERS

At the outset, Prof SS Pattnaik, Director of the Institute and Member Secretary of the Finance Committee extended a hearty welcome to the Hon'ble Chairman Shri Madhu Ranjan Kumar and esteemed Members of the Finance Committee and expressed his gratitude to them for their valuable time and making themselves available for the meeting. He then requested to the Hon'ble Chairman, Shri Madhu Ranjan Kumar to chair the meeting of the Finance Committee and formally deliver introductory address. The Hon'ble Chairman, after welcoming the Members in his introductory address reiterated the support of the Finance Committee for the cause of the institute. After the introductory address, Hon'ble Chairman permitted the Member Secretary to take up the agendas item-wise.

The following agenda items were considered, discussed and decisions were taken as listed below:

A. PREVIOUS MEETINGS**ITEM NO. F.50.1 TO CONFIRM THE MINUTES OF THE 49th MEETING OF THE FINANCE COMMITTEE HELD ON 23.3.2021 THROUGH VIDEO CONFERENCING**

As no comments were received from members, hence, the minutes of the 49th meeting of the Finance Committee held on 23.3.2021 were recorded as confirmed.

ITEM NO. F.50.2 ACTION TAKEN REPORT ON PREVIOUS DECISIONS**F.49.3.2 TO CONSIDER AND ACCEPT THE PROPOSAL TO PURCHASE THE AIR TICKETS FROM M/S BALMIR LAWRIE & COMPANY LTD.**

Noted.



F.49.3.3 TO FINALIZE HONORRIUM FOR EXPERTS FROM INDUSTRY AS ADJUNCT FACULTY TO TEACH SUBJECTS IN EMERGING AREAS

Noted.

F.49.3.4 TO CONSIDER PROVISION FOR STAGNATION INCREMENT TO FACULTY

Noted.

ITEM NO. F. 50 3: ITEMS FOR CONSIDERTION AND APPROVAL

ITEM NO. F.50.3.1 CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE UPTO 18.6.2021

The status report on progress of capital and revenue expenditures, including that of grant heads, presented by the institute upto 18.6.2021 was deliberated and approved. The same was recommended to BOGs for consideration and approval.

[ACTION: ACO]

ITEM NO. F.50.3.2 TO APPROVE THE FINANCIAL POWERS OF DDO/ACO, SR.ADO/FIA, PI AND DIRECTOR FOR SIGNING CHEQUES OR MAKING PAYMENT THROUGH NEFT/RTGS.

The proposal of the institute on delegation of financial power to ACO/ DDO/FIA/Project In-charge/Project Investigator/ Director was deliberated and approved. However, before the payment is made it would require approval on the note sheet by the director after following due procedures. The same is recommended to BOGs for consideration and approval.

[ACTION: FIA/ACO]

ITEM NO. F.50.3.3 TO APPROVE ANNUAL ACCOUNTS OF THE INSTITUTE FOR THE YEAR 2020-21

The Hon'ble members approved the annual accounts of the institute for the year 2020-21 and same was recommended to BOGs for consideration and approval.

[ACTION: FIA/ACO]

ITEM NO. F.50.3.4 TO CONSIDER AND APPROVE THE REVISION OF TARIFF/RENTAL CHARGE OF GUEST HOUSE

The agenda item after deliberations was accepted and was recommended to the BOGs for approval. The members opined that as the tariff change is not a regular affair, hence, any such change must be brought to the Finance Committee for consideration and approval.

[ACTION: FIA/ACO]

ITEM NO. F.50.3.5 IMPLEMENTATION OF AMENDMENT IN GUIDELINES ISSUED FOR UTILIZATION OF CUMULATIVE PROFESSIONAL DEVELOPMENT ALLOWANCE (CPDA)

The matter was deliberated. It was clarified that due to online requirements, the devices like laptop, notepad, notebook etc as mentioned on the cited Ministry letter can be purchased from the capital grant OH-35 for the faculty members. However, the faculty member is required to return such items to institute on leaving the institute to join another organization or on retirement. The purchase procedures enumerated on the cited ministry letter are to be followed. The grant of CPDA is to be used for the purpose defined for CPDA. The institute was permitted to proceed as per the direction of the letter. Same is forwarded to BOGs for approval

[ACTION: FIA]

ITEM NO. F.50.3.6 EXPERT LECTURE SERIES BY INTERNATIONAL EXPERTS

The proposal of the institute to conduct lecture series by inviting international experts was discussed and in the academic interest was approved. The payment of \$150 (USA 150 Dollars) as honorarium for one and half hour session was also approved. The same was forwarded to BOGs for consideration and approval.

[ACTION: FIA]

ITEM NO. F.50.3.7 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT AND SOFTWARE ETC. AS OBSOLETE OR UNSERVICEABLE

The agenda item was discussed. The recommendations of the physical verification committees (scrapping committee) constituted for the purpose of review and verification were examined. After the deliberation the same was accepted and recommended to BOGs for consideration and approval.

[ACTION: FIA]




**ITEM NO. F.50.4 ANY OTHER ITEM(S) (SUPLIMENTARY AGENDA) WITH
THE PERMISSION OF THE CHAIR**

**ITEM NO. F.50.4.1 RATIFICATION OF MEMORANDUM OF UNDERSTANDING
BETWEEN NITTTR CHANDIGARH AND PUNJAB NATIONAL
BANK**

The Honorable Members appreciated the initiative of the institute to install the ATM of Punjab National Bank near the main gate of the institute. The agenda item was ratified. However, the institute was advised to explore possibility of getting some nominal rent for the institute from PNB.

[ACTION: FIA/EO]

**ITEM NO. F.50.4.2 GRANT OF HAG SCALE TO PROF. SHYAM SUNDAR PATRNAIK,
PROFESSOR OF ETV CENTRE (NOW MEDIA ENGINEERING
DEPARTMENT)**

The agenda item to grant HAG to Prof. Shyam Sundar Pattnaik was discussed on the line of the ministry letters issued on the grant of HAG Scale to professor of CFTIs on appointed as Director in CFTIs by Ministry of Education, Govt. India (Earlier MHRD). As the item was pertaining to Prof. Shyam Sundar Pattnaik, he recused himself from the discussion on this item. The Hon'ble member after examining the ministry letter issued in this direction (letter No. F.No. 33-9/2011-TS.III dated 11 February 2019), approved grant of HAG scale to Prof Shyam Sundar Pattnaik, Professor, ETV (Now Media Engineering) of this institute on the same line apropos of the stated letter. The same was recommended to BOGs for approval.

[ACTION: FIA/ACO]

**ITEM NO. F.50.4.3 TO CONSIDER ENHANCEMENT OF MONTHLY REMUNERATION
OF DR. PAWAN KUMAR KANSAL, INSTITUTE PART-TIME
MEDICAL OFFICER AND PART-TIME DISPENSARY
ATTENDANT**

The agenda item on enhancement of remuneration to Doctor of the institute and hiring of two nurses/paramedical staff was accepted. It was emphasized that the doctor must attend the institute dispensary from 3pm to 6 PM on all days except Sunday and gazetted holiday. The paramedical staff shall be hired by the institute through the service provider once the physical mode activities start. The same was recommended to BOGs for approval.

[ACTION: FIA]




ITEM NO. F.50.4.4 TO AMENDMENT FINANCIAL NORMS OF TRAINING OF NON-TEACHING STAFF OF THE INSTITUTE

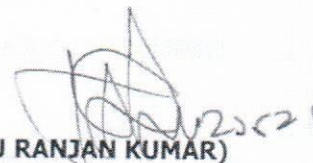
The agenda item after deliberation was accepted by the Hon'ble members and same was recommended to BOGs for approval

[ACTION: FIA/ACO]

The meeting ended with expressing gratitude to Chairman and Esteemed Members for their keen participation on the deliberations, advice and recommendations.



(SS PATTNAIK)
Member-Secretary



(MADHU RANJAN KUMAR)
Chairman