

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

**AGENDA FOR THE
41ST MEETING OF THE FINANCE COMMITTEE TO BE HELD ON
29.03.2019 AT NITTTTR, CHANDIGARH**

41.0 Welcoming the Chairman and Members

Previous Meetings

ITEM NO. F.41.1 TO CONFIRM THE MINUTES OF THE 40th MEETING OF THE FINANCE COMMITTEE HELD ON 03.12.2018 at SHASTRI BHAWAN, NEW DELHI

The minutes of the 40th meeting of the Finance Committee of the Institute held on 03.12.2018 at Shastri Bhawan, New Delhi were circulated amongst all the members vide Institute letter No. NITTTTR/Dir/8456-8460 dated 07.12.2018. (Copy of the minutes of above said meeting is enclosed as **Annexure-I (page Nos.1 to 5)**). No comments have been received from any members. Approval of Ministry of Human Resource Development, Govt of India has already been received vide letter No. F.No.7-22/2018-TS.IV dated 18 December, 2018. Hence, the same may be accepted as confirmed.

(For Consideration & Confirmation)

ITEM NO. F.41.2 TO NOTE THE ACTION TAKEN ON THE DECISIONS MADE IN THE 40TH MEETING OF THE FINANCE COMMITTEE HELD ON 03.12.2018 AT SHASTRI BHAWAN, NEW DELHI

S. No.	Item	Action Taken
ITEM NO. F.39.2	ACTION TAKEN ON THE DECISION MADE IN THE 39TH MEETING OF THE FINANCE COMMITTEE HELD ON 24.09.2018 AT DELHI As no comment/suggestion was received, the Hon'ble Members confirmed the minutes of the 39 th meeting of the Finance Committee held on 24.9.2018 at Delhi. Ministry has already approved the same vide letter No. F. No. 7-17/2018-TS.IV dated 30 October 2018.	Noted

<p>ITEM NO. F.40.2/ F.39.2/ F.33.3.5</p>	<p>TO CONSIDER REQUEST OF PhD SCHOLARS ADMITTED WITH VALID GATE SCORE OR PU-PhD-ENTRANCE TEST FOR GRANT OF FELLOWSHIP</p> <p>The Hon'ble Vice Chancellor of IK Gujral Technical University [IKG PTU], Jalandhar agreed to provide support in terms of fellowship to the PhD programmes to be initiated in collaboration with NITTTR, Chandigarh. The institute was advised to formulate the proposal as early as possible and communicate the same to the IKG-PTU for consideration and support.</p>	<p>The proposal is being prepared. Other options of having a National Doctoral Fellowship and QIP (Engineering Schemes) are also discussed with AICTE and proposals have been submitted.</p>
<p>ITEM NO. F.40.2/ F.33.3.7</p>	<p>TO CONSIDER AND APPROVE RENOVATION AND NEW CONSTRUCTIONS FOR THE FINANCIAL YEAR 2016-17 AND 2017-18</p> <p>The reply from the Department of Urban Planning, Chandigarh Administration regarding allotment of additional land in sector 38-D, Chandigarh is awaited. The matter will be reported as and when the same is received.</p>	<p>A letter No. NITTTR/CPD/Estate/12235, Dated 13.03.2019 has written to The Chief Architect, Department of Urban Planning, Chandigarh Administration. The case is under process.</p>
<p>ITEM NO. F.40.2/ F.37.2.1</p>	<p>TO CONSIDER AND APPROVE THE INVESTMENT OF GPF IN GOVERNMENT SECURITIES.</p> <p>The esteemed members of the Finance Committee advised the institute that let the Funds Investment Committee of the institute deliberate on the issue and come out with names of those Govt securities and risk free infra bonds in which the interest rate is more than 8%. The institute must prepare a proposal and submit in the next meeting of Finance Committee for consideration.</p>	<p>The meeting of the Funds Investment Committee was held on 30.01.2019 and the minutes were formulated. Recommendations of the Committee are under examination and shall be placed before the Hon'ble Members on the day of meeting.</p>

<p>ITEM NO. F.40.2/ F.37.2.3</p>	<p>TO CONSIDER AND APPROVE THE RELEASE OF CPF AMOUNT TO THE INSTITUTE EMPLOYEES AND RETIRED EMPLOYEES WHO OPTED FOR THE NEW PENSIONSCHEME FROM 1.1.2004</p> <p>The item was deliberated and the esteemed Members advised the institute to wait till the letter is received from the MHRD, GOI on the release of revised gratuity to the employees of the autonomous organizations who opted for the New Pension Scheme from 1.1.2004. The esteemed Members further advised the institute that a reminder letter may be sent to the MHRD, GOI for release of CPF amount to the retired employees who opted for the New Pension Scheme from 1.1.2004.</p>	<p>A letter No. NITTTTR/Admn/E-1/N-1/2019/9161 dated 1.1.2019 was sent to MHRD for clarification. The Ministry vide letter No.F.No.7-1/2019.TS.IV dated 21 February 2019 has instructed the institute not to release the gratuity of employee under NPS till the advice of the FA is received. Action has been initiated as per Ministry instruction.</p>
<p>ITEM NO. F.40.2/ F.39.3.2:</p>	<p>TO CONSIDER AND APPROVE THE ENHANCEMENT OF ROAD MILEAGE BY OWN CAR BETWEEN PLACES CONNECTED BY RAIL</p> <p>After deliberating on the matter, the esteemed Members of the Finance Committee accepted the proposal of the institute and recommended the same to the BOGs for approval.</p>	<p>Decision of the Finance Committee with approval of BOGs has been implemented for grant of road mileage to the experts.</p>
<p>ITEM NO. F.40.2/ F.39.3.3:</p>	<p>TO CONSIDER & APPROVE THE TRAVEL BY AIRLINES OTHER THAN AIR INDIA</p> <p>After deliberations, the institute was advised that like the practice of the many other institutions, request for travel by private airlines may be forwarded to the ministry for getting exemption.</p>	<p>Decision of the Finance Committee with approval of BOGs has been implemented.</p>
<p>ITEM NO. F.40.3.1</p>	<p>TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE UPTO 20.11.2018</p> <p>The esteemed members went through the status of progress of capital and revenue expenditure upto 20.11.2018. The institute was advised to expedite the expenditure on OH 35 as per the grant available with the institute.</p>	<p>Necessary action was taken by the institute to improve the expenditure under OH-35 and other grant-in-aid heads.</p>

ITEM NO. F.40.3.2	TO CONSIDER AND APPROVE TRANSFER OF EXPENDITURE FROM GRANT-IN-AID HEADS TO IRG OF THE INSTITUTION	Finance Committee and Board of Governors in its meeting held on 03.12.2018 has approved the transfer of expenditure for ₹405.51 lacs from IRG to the opening balance of grant for the year 2018-19. The competent authority of this institute has approved the transfer of grant from the available balance of IRG to Grant-in-Aid heads to adjust the negative balance of previous years.
	The esteemed members discussed the issue in depth. The following emerged out of the deliberations:	
	<p>(i) The IRG of the institute which is kept as corpus fund in the institute is also government fund. Hence to be used for those overhead expenditure where there is a shortfall of grant released by MHRD, GOI</p>	
	<p>(ii) The OH-36 and OH-31 are to be estimated and projected in the Budget Estimates so that adequate grant is released under these Heads to meet the requirement of the institute. This will avoid negative balance and use of corpus fund to meet the requirement of the institute. Ministry may be requested to release adequate grant as per requirement.</p>	
	<p>(iii) The proposal of the institute to the Finance Committee on decreasing IRG by Rs 405.51 and increasing the opening balance of GIA by an equal amount during 2008-19 was accepted and recommended to the BOGs for approval.</p>	

ITEMS F.41.3 ITEMS FOR REPORTING

ITEM NO. F.41.3.1 IMPLEMENTATION AND RELEASE OF SPECIAL ALLOWANCES

Apropos of the Ministry e-mail dated 31.1.2019, the institute implemented the recommended Allowances including Travelling, HRA etc for the employees of the institute with effect from 1.2.2019. Arrears from 1.7.2017 to 31.1.2019 will be paid on receipt of additional grant from the MHRD, GOI. **(Separate Booklet)**

ITEM NO. F.41.3.2 IMPLEMENTATION AND RELEASE OF ALLOWANCES ETC. TO RETIRED EMPLOYEES OF THE INSTITUTE

Apropos of the Ministry mail dated 31.1.2019, the institute implemented the recommendations of the Ministry for grant of Medical Allowances etc to the retired employees of the institute with effect from 1.2.2019. Arrears of pension and medical allowance will be paid on receipt of additional grant from the MHRD, GOI.

ITEM NO.F.41.3.3 RENOVATION WORK OF INSTITUTE HOSTEL, GUEST HOUSE AND RESIDENTIAL HOUSES BY THE BSNL

BSNL has already undertaken the renovation work of Chandra Shekher Hostel, Guest House Dining Hall including backside of the Guest House. Attached toilet and bathrooms in existing hostels to be done after getting permission. The parking space with paver block has already been developed. The renovation of toilets of administrative block was undertaken. Ground floor toilets have been renovated and other floors work is in progress. The renovation work of houses of Sector-42 has already started.

ITEM F.41.4 ITEMS FOR CONSIDERATION

ITEM NO.F.41.4.1 TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE UPTO 11.03.2019

(₹ in lakhs)

Scheme	Budget Estimates for 2017-18 approved by BOG	Opening Balance as on 1.4.2018	Grant Received from GOI, MHRD	Internal income generated (IRG)	Total fund available as on 11.03.2019	Progressive Expenditure upto 11.03.2019	Balance as on 12.3.2019
1	2	3	4	5	6	7	8
Capital (OH-35)	2140.95	400.83	916.00	--	1316.83	518.53	798.30
Training & Pension (OH-31)	1651.67	407.84	643.50	11.30	1062.64	822.47	240.17
Salary, Salary Part-B & Retirement benefits (OH-36)	2284.52	324.84	1690.00	--	2014.84	1961.38	53.46
Non Salary (out of IRG)	964.28	1028.52	--	485.29	1513.81	203.97	1309.84

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

ITEM NO.F.41.4.2 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENTS, SOFTWARES, FURNITURE ETC. AS ABSOLUTE OR UNSERVICEABLE.

Physical verification of goods including equipments, softwares, furniture etc. of the institute is conducted at the end of each financial year as per provisions of GFR 192(1), 192(2) & 192(2). For conducting physical verification for the year 2017-18, various committees were constituted for the purpose. Physical verification reports submitted by the committees are attached as Annexure-III (**Separate Booklet**). The department wise details of equipments/items to be written off, are as follows:

S. No	Name of the Department/ Laboratory	Year of Purchase		Book Value		Total Amount	
		From	To	Rs	P	Rs	P
1.	ELECTRICAL ENGINEERING						
(a)	Power Electronics Laboratory, I&C Laboratory and Electrical Machine Lab.	1995-2002		64,514.00		64,514.00	
2.	EDUCATIONAL TELEVISION CENTRE						
(a)	ETV Studio	1987-2007		2,60,132.00			
(b)	ETV Antena Lab/Research Lab	1981-2006		5,76,749.75		10,61,656.25	
(c)	Post Production NLE Laboratory	1988-2007		48,448.00			
(d)	Post Production Laboratory	1987-1999		1,76,326.50			
3.	CURRICULUM DEVELOPMENT CENTRE	1998-2014		1,32,728.00		1,32,728.00	
4.	COMPUTER SCIENCE AND ENGG	2003-2013		6,71,923.00		6,71,923.00	
5.	APPLIED SCIENCE	201		9,850.00		9,850.00	
6.	EDUCATION & EDUCATIONAL MANAGEMENT	1999-2011		1,28,767.00		1,28,767.00	
7.	MECHANICAL ENGINEERING						
	Machine Tools, Materials Testing, Metrology, Mechatronics Laboratories and Drawing Branch	1967-2004		6,06,334.44		6,06,334.44	
8.	ESTATE DEPARTMENT						
(a)	Telephone Section	1994-2014		57,092.06			
(b)	Electrical Maintenance	1985-2013		1,40,686.98			
(c)	Estate Department	2011		84,420.00		4,29,059.07	
(d)	Campus Building Maintenance	1984-2013		15,281.65			
(e)	Refrigeration and Air Conditioning Maintenance	2000-2012		1,31,221.28			
(f)	Plumber	2003-2011		357.10			
9.	ELECTRONICS AND COMMUNICATION ENGG						
(a)	Communication Laboratory	1981-2009		10,805.60			
(b)	DSP Laboratory	2006-2009		1,13,190.00		2,43,155.60	
(c)	PLC/VLSI Laboratory	2009		1,19,160.00			
10	ELECTRONICS SERVICE CENTERE	1982-2004		9681.10		9681.10	
11	IMCO	1997-2014		45,085.00		45,085.00	
12.	Central Store (Furniture)	1967-2010		2,32,039.37		2,32,039.37	
13.	Central Store (Items)	1983-2010		5,540.90		5,540.90	
	SOFTWARES						
1	ELECTRICAL ENGINEERING DEPARTMENT Virtual Instrumentation Laboratory	2002-2006		1,58,900.00		1,58,900.00	
2.	EDUCATIONAL TELEVISION CENTRE Antenna Lab/Research Lab	2006-2008		6,40,200.00		6,40,200.00	
GRAND TOTAL						44,39,433.73	

The above also includes items costing more than ₹ 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 ₹ 37,17,852/- and presently having depreciated value of ₹ 3,88,570.14 be written off.

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

THE FINANCE COMMITTEE MAY CONSIDER AND MAKE SUITABLE RECOMMENDATIONS TO THE BOARD OF GOVERNORS TO WRITE OFF THE ABOVE NOTED EQUIPMENTS/ITEMS/SOFTWARE COSTING ₹ 44,39,433.73.

ITEM NO.F.41.4.3 TO CONSIDER PAYMENT OF INTEREST ON CPF BEYOND SIX MONTHS AFTER RETIREMENT

Two of the employees namely Dr S. Chatterji and Mr Surender Singh, have requested to release the interest amount of the CPF money beyond six months of retirement withheld by the institute after the retirement. These two employees were paid CPF amount after withholding the gratuity amount which have been paid to them. Now, they claim that since the CPF money was paid at a later stage, hence, interest earned on the amount to be paid. These employees were paid their CPF contribution for the period prior to 2004 after 2 to 3 years of their retirement. The detail note prepared by the Accounts Officer is annexed as **Annexure-II at page 6 to7.**

HON'BLE MEMBERS MAY KINDLY DELIBERATE AND ADVISE.

**ITEM NO.F.41.4.4 CONSTRUCTION OF NEW HOUSES AT SECTOR 42
CHANDIGARH**

The institute vide Item No. F.39.2/F.33.3.7 approved the new construction in the year 2018-19 and 2019-2020. The same was approved by BOGs and approval was also received from the Ministry with a rider that the overall limit of 75 mt.sq per student to be maintained. The institute communicated to the Architect of Chandigarh Administration. The reply has been received which was discussed in the institute Campus Planning and Development Committee. The Committee has recommended construction of 8 Nos. of Type-VI, 8 Nos. of Type-V and 8 Nos. of IV-A houses. Hon'ble Members may kindly approve the same.

**FOR CONSIDERATION AND SUITABLE RECOMMENDATIONS TO THE
BOARD OF GOVERNORS.**