

राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान
सेक्टर 26, चंडीगढ़ 160019

AGENDA FOR THE
52nd MEETING OF THE FINANCE COMMITTEE TO BE HELD ON
21.2.2022 THROUGH PHYSICAL/VIDEO CONFERENCING MODE

HOST VENUE: NITTTR, CHANDIGARH

52.0 Welcoming the Chairperson and Members

PREVIOUS MEETING

ITEM NO. F.52.1	TO CONFIRM THE MINUTES OF THE 51 st MEETING OF THE FINANCE COMMITTEE HELD ON 19.10.2021 THROUGH ONLINE MODE/VIDEO CONFERENCING
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The minutes of the 51st meeting of the Finance Committee of the Institute held on 19.10.2021 were circulated amongst all the members vide Institute letter No. NITTTR/Board/ 55th/2157-2169 dated 29.10.2021. Copy of the minutes of said meeting is enclosed **Annexure-I (Pg. No.1 to 7)**. Since no comments were received from any member, hence, the same may be recorded as confirmed.

(For Consideration & Confirmation)

ITEM NO. F. 52.2 ACTION TAKEN REPORT ON PREVIOUS DECISIONS

ITEM NO.	AGENDA	DECISION	ACTION TAKEN
ITEM NO. F.51.1	TO CONFIRM THE MINUTES OF THE 50 th MEETING OF THE FINANCE COMMITTEE HELD ON 18.6.2021 THROUGH VIDEO CONFERENCING	As no comments were received from members, hence, the minutes of the 50 th meeting of the Finance Committee held on 18.6.2021 were recorded as confirmed.	Noted

F.50.3.4	TO CONSIDER AND APPROVE THE REVISION OF TARIFF/RENTAL CHARGE OF GUEST HOUSE	Noted and approved the proposed rent.	Circular No.101 dated 29.11.2021 has been issued Annexure-II (Pg. No.8)
F.51.3.1	CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE UPTO 30.9.2021	The Member-Secretary presented the Status Report on progress of capital and revenue expenditures, including that of grant heads upto 18.10.2021. The same was accepted, approved and recommended to BOGs.	Noted
F.51.3.2	TO CONSIDER AND APPROVE THE PATTERN OF INVESTMENT OF GPF/FUNDS	The investment proposal submitted by the institute was accepted and approved and recommended to the BOGs.	Noted
F.51.3.3	TO CONSIDER AND APPROVE THE ENHANCEMENT OF HONORARIUM TO EXPERTS INVITED FOR SHORT TERM COURSES	The proposal of the institute on the revised rate of experts honorarium was accepted and recommended to the BOGs for approval.	Office Order No. 234 dated 26.11.2021 has been issued Annexure-III (Pg. No. 9)

F.51.3.4	<p>TO CONSIDER THE REQUEST OF MRS.APARNA SHARMA D/O LATE SHRI BB SHARMA FOR FAMILY PENSION</p>	<p>The esteemed Members accepted the proposal on release of family pension to Mrs Aparna Sharma D/o late Shri BB Sharma. It was advised to institute that it should ensure that the institute has verified all records and information as per rules and is fully satisfied on the eligibility of Mrs Aparna Sharma to receive the family pension.</p>	<p>Office Order No. 238 dated 30.11.2021 has been issued Annexure-IV (Pg. No. 10)</p>
F.51.3.5	<p>TO CONSIDER ENHANCEMENT OF ROAD MILEAGE BY OWN CAR/TAXI</p>	<p>The institute was advised to follow the Office Memorandum No. 19030/1/2017-E.IV, dated 13 July 2017 issued by the Ministry of Finance, Department of Expenditure, Govt of India, for payment of road mileage to the experts and internal faculty members. The same was recommended to the BOGs.</p>	<p>Office Order No. 233 dated 26.11.2021 has been issued Annexure-V (Pg. No. 11)</p>

F.51.3.6	DEVELOPMENT OF INSTITUTE INFRASTRUCTURE KEEPING IN VIEW OF DEEMED TO BE UNIVERSITY STATUS	The esteemed Members after deliberations approved the estimate of Rs. 12,86,42,200/- for the construction of faculty houses at Sector 42 for which foundation stone is already laid. The renovation/new work proposed by the institute was also approved and recommended to the BOGs for approval. However, the institute was advised not to record these under part of the requirement of possible deemed-to-be university status. The institute on getting the status may prepare a separate DPR for the purpose and submit to the ministry for further action.	MOU is on finalization stage with CPWD.
F.51.3.7	ALLOCATION OF FUND TO STUDENT CLUB ACTIVITIES	The proposal of the institute to create 5 clubs to facilitate extra and co-curricular activities with a yearly ceiling of Rs. 2.0 lakhs per club was approved and recommended to the BOGs. The expenditure to be met from IRG of the institute.	Office Order No. 239 dated 30.11.2021 has been issued Annexure–VI (Pg. No. 12)

ITEM NO. F.51.3.8	TO ENHANCE THE SITTING FEE OF THE SELECTION COMMITTEE MEMBERS FOR NON-FACULTY POSITIONS	The proposal of the institute was deliberated and approved and same was recommended to the BOGs.	Circular No.100 dated 29.11.2021 has been issued Annexure-VII (Pg. No.13)
ITEM NO. F.51.3.9	TO APPROVE THE REVISED BUDGET ESTIMATES FOR THE YEAR 2021-22 AND BUDGET ESTIMATES FOR THE YEAR 2022-23	The Revised Budget Estimates for the year 2021-22 and Budget Estimates for the year 2022-23 was accepted and recommended to the BOGs for approval.	Noted

ITEM NO. F.52.3. ITEMS FOR CONSIDERATION AND APPROVAL

ITEM NO. F.52.3.1 TO CONSIDER STATUS REPORT ON PROGRESS OF CAPITAL AND REVENUE EXPENDITURE UPTO 5.1.2022.

(Rs. In Lacs)

Scheme	Budget Estimates for 2021-22 approved by BOGs	Opening Balance as on 01.04.2021	Grant Received from GOI MOE as on 5.1.2022	Internal Income Generated	Total Fund Available as on 5.1.2022	Progressive Expenditure upto 5.1.2022	Balance as on 5.1.2022
Capital (OH-35)	6050.90	308.15	400.00	0.00	708.15	104.69	603.46
Training and Pension (OH-31)	1402.95	624.69	500.00	49.32	1174.01	791.56	382.45
Salary and Retirement Benefits (OH-36)	3931.33	1619.51	700.00	0.00	2319.51	1903.49	416.02
Non-Salary out of IRG	283.00	1865.27	0	477.86	477.86	114.71	363.15

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

ITEM NO. F.52.3.2 REVISED DELEGATION OF POWERS OF CHAIRMAN/DIRECTOR/SR.ADMINISTRATIVE OFFICER/ FIA/ACO/HODs.

The delegation of powers of Chairman/Director/HODs/Sr. Admn. Officer/FIA/ACO have been reviewed by the Committee as per implementation of 7th CPC and revised General Financial Rules – 2017 and FRSR – 2018. The report of the committee is placed at **Annexure – VIII (Separate Booklet)**

ITEM NO. F.52.3.3 TO CONSIDER DECLARATION OF GOODS INCLUDING EQUIPMENT AND SOFTWARE ETC. AS OBSOLUTE OR UNSERVICEABLE

Physical verification of goods including equipment etc. of the institute is conducted at the end of each financial year as per provisions of GFR 213(1), 213 (2) & 213 (3). For conducting physical verification for the year 2020-21, various committees were constituted for the purpose. Physical verification reports submitted by the committees are attached as **separate booklet**. The department wise details of equipments/items are as follows:

Sr. No	Name of the Department/Laboratory	Year of Purchase		Book Value		Total Amount		Depreciation Value	
		From	To	Rs.	P.	Rs.	P.	Rs.	P.
1.	ACADEMIC CELL	2007		26500.00		26500.00		12923.39	
2.	RURAL DEVELOPMENT DEPARTMENT	2001-2015		23428.00		23428.00			
3.	ELECTRONICS & COMM. ENGINEERING								
	(a) VLSI Lab. /PLC Lab.	2001-2007		9057.00		630397.00		-	
	(b) Communication Lab.	2002		231000.00				87168.68	
	(c) Embedded Lab.	2011		384400.00				41274.64	
	(d) Electronics Service Centre	2008		5940.00					
4.	HINDI CELL	2007-2011		4494.00		4494.00			
5.	COMPUTER SCIENCE & ENGG. DEPARTMENT	2009-2017		1488094.94		1488094.94		494733.92	
6.	MEDIA ENGINEERING DEPT.								
	ENG Lab.	1986-2002		7000.00		385447.20			
	Post Production Lab.	1988-1989		62918.00				9574.86	
	Audio/Video Workstation Lab.	2006-2017		146199.00				4981.72	
	N/C Reg. No.1B	1988-1990		188.20					
	AICTE-Edust Project	2007		18382.00				8964.44	
	N/C Reg. No.1A	2006-2009		150760.00				73372.46	
7.	BOARD SECTION	2008		23916.00		23916.00		6219.65	
8.	ELECTRICAL ENGG.	1968-2013		87618.00		87618.00		50165.51	

	DEPARTMENT Electrical Machine, I&C, Virtual Instrumentation, Power Eltx. and Embedded Laboratory				
9.	EDUCATION & EDUCATIONAL MGT. DEPT.	1997	404.00	404.00	
10.	ESTATE DEPARTMENT				
	(a) Electrical Maintenance	1989-2017	6875.38	142379.72	
	(b) Plumber	2009-2019	16992.84		
	(C) Carpenter	2005-2016	42151.50		15481.46
	(D) Estate Equipment	2015	49800.00		36607.58
	(e) Telephone Section	-	26560.00		
11.	HOSTEL	2012-2015	319890.00	319890.00	23485.08
12	CIVIL ENGINEERING DEPT.				
	Highway Eng. Lab.	2005-2016	316931.00	316931.00	135528.65
	PHE Lab.	2005	35000.00	35000.00	15404.43
	Computer Application Lab.	2007-2011	141990.00	141990.00	81780.54
	SOFTWARES				
1.	ELECTRONICS & COMM. ENGINEERING				
	Communication Lab.	2009	400400.00	400400.00	871.58
2.	HINDI CELL	2009	238680.00	244812	519.55
		1999	6132.00		
3.	COMPUTER SCIENCE & ENGG. DEPARTMENT	2003	282516.00	282516.00	28.69
4.	ELECTRICAL ENGG. DEPARTMENT Electrical Machines, I & C Virtual Instrumentation. Embedded & Power Electronics Lab.	2003-2006	274408.00	274408.00	84.27
GRAND TOTAL				48,28,626.00	10,99,171.11

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 outside experts was constituted by the competent authority. The committee recommended that the equipments/items/software costing total value of Rs **48,19,625.80** and presently having depreciated value of Rs. **10,99,171.11** be written off.

After obtaining the approval to write off the equipments/items/software, the institute will dispose off 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, REGARDING WRITE OFF THE ABOVE NOTED EQUIPMENTS/ITEMS/ SOFTWARE ETC.

ITEM NO. F. 52.4	ANY OTHER ITEM(S) WITH PERMISSION OF THE CHAIR
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