Minutes of 14th meeting of Finance Committee of Dr B R Ambedkar National Institute of Technology, Jalandhar held on 16th July, 2012 at 10.30 am in the DLF Conference Room, Upper Ground Floor, PHD Chamber of Commerce and Industry, PHD House, New Delhi.

The following were present:-

1.	Dr Anil Kakodkar, Chairman, Board of Governors, Dr B R Ambedkar NIT, Jalandhar, Former Chairman, Atomic Energy Commission, Homi Bhabha Chair Professor, Bhabha Atomic Research Centre, 7th Floor, Central Complex, Trombey, Mumbai (Maharashtra)-400085.	Chairman
2.	Professor Samir Kumar Das, Director Dr B R Ambedkar National Institute of Technology Jalandhar.	Member
3.	Sh A N Jha, Additional Secretary & Financial Advisor, Ministry of Human Resource Development, Department of Secondary and Higher Education, Shastri Bhawan, New Delhi	Member
4.	Professor R S Nirjar, Former Vice Chancellor, Gautam Buddha University. M-118, Sector Delta-3, Greater Noida-201310	Member
5.	Professor N C Kothiyal, Department of Chemistry, Dr B R Ambedkar National Institute of Technology Jalandhar.	Member
6.	Sh Ajit Singh, Registrar Dr B R Ambedkar National Institute of Technology Jalandhar.	Member Secretary

The Chairperson welcomed all the members present in the 14th meeting of Finance Committee.

Thereafter, the agenda items were taken up for discussion and the following decisions were taken:-

Item 14.1

Confirmation of minutes of 13th meeting of Finance Committee of Dr B R Ambedkar National Institute of Technology, Jalandhar.

The minutes of the 13th meeting were circulated to the Hon'ble members – Reference Communication No. **NITJ/MS/FC-XIII/4533-38 dated April 17, 2012**. The minutes, however, are again placed before the Hon'ble members as for confirmation.

The Committee confirmed the minutes of the 13th meeting of Finance Committee held on 22.03.2012.

Item 14.2

To report the action taken on the minutes of the 13th meeting of Finance Committee of Dr B R Ambedkar National Institute of Technology, Jalandhar

The Committee noted the action taken by the institute on the various decisions of the 13th meeting of Finance Committee held on 22.03.2012 except the following where it was suggested to take further appropriate action as mentioned against each item:-

Item No.	Item	Decision	Action taken/Observations
12.2	**To report the action taken on the minutes of the 11th meeting of Finance Committee of Dr B R Ambedkar National Institute of Technology, Jalandhar**	The Committee noted the action taken by the institute on the various decisions of the 11th meeting of Finance Committee held on 1.5.2011. Further, the Committee observed and resolved that the decision of the item no.11.7 which was taken in the 11th meeting of Finance Committee held on May 1, 2010 regarding implementation of	The members deliberated on the issue and decided that progress of the matter be reported in the next meeting after the registration from Central Record Keeping Agency. Now the Registration No.2034896 from the Central Record Keeping Agency has been received. Process is being started to fill up S-1

		Pension Scheme for the employees of the institute who have joined the institute before 1.1.2004 be modified as under:- *"All the regular employees of the institute who have joined prior to 1.1.2004 be governed by Clause 29 of the First Statues for all NITs regarding Provident Fund and Pension Scheme and the mater pursed with MHRD".* *The Clause 29 states that:-* *"Employees of the institute appointed prior to 1.1.2004 will be governed by Central Civil Services (Pension) Rules 1972 and Central Provident Fund (Central Services) Rules, 1960 and the Employees appointed on or after 1.1.2004 will be governed by New Pension of Central Government".*	Form for individual subscribers for the action with CRA.
13.10	**Budget Estimates of Dr B R Ambedkar National Institute of Technology, Jalandhar for the year 2012-2013.**	The Committee discussed the Budget Estimates of Dr B R Ambedkar National Institute of Technology for the year 2012-13 and approved.	The Chairperson desired that from the next meeting onwards, the institute must prepare cash flow statement. It should also be ensured that Budget Section of the institute plays its proper role and proposals sent to Ministry of HRD, New Delhi and are placed before the Board of Governors must be realistic.

13.11.	**Sports Office & Stadium for playgrounds**	The Committee deliberated on the issue and decided that a comprehensive proposal with full justification against budget estimation may be prepared and placed before the Building and Works Committee and recommendations of the same may be placed before the Finance Committee/Board of Governors for approval	The Chairperson desired that further action in the matter be reported in the next meeting and matter be pursued vigorously with the CPWD.
13.12	**Laying of premix on existing roads**	The Committee deliberated on the issue and decided that a comprehensive proposal with full justification against budget estimation may be placed before the Building and Works Committee and recommendations of the same may be placed before the Finance Committee/Board of Governors for approval. However, the proposal was approved in principle.	The Chairperson desired that further action in the matter be reported in the next meeting and matter be pursued vigorously with the CPWD.

Item 14.3

Minutes of 13th meeting of Building and Works Committee on the institute held on April 4, 2012

The members deliberated on the issue and the following suggestions for the better results in connection with budget estimates, expenditure on works and monitoring of works being undertaken by the CPWD were made:-

i) There must be accountability as far as the construction works being taken up by the CPWD. If the CPWD is not doing its job properly and responsibly, we must explore other work with the agencies like NBCC etc.

ii) There must be an independent agency to supervise and to ensure the quality control for construction works. For this purpose, we can have even consultant or consultancy firm.

iii) The institute authorities must ensure the environmentally clean campus.

iv) Possibilities of using solar power must be explored and renewable sources of energy can also be thought of after consultation with the Centre/State PSUs. We must ensure recycling of water and its proper utilization. We must prioritize the works keeping in view the budget allocation for the current financial year.

v) The Building and Works Committee should ensure the implementation of the decisions taken in the earlier meetings.

Item 14.4

Establishment of Book Bank and Making it sustainable

The members deliberated on the issue and desired that the institute should follow the instructions of Ministry of HRD, New Delhi and guidelines of the TEQIP Scheme for establishing book bank and making it sustainable. It should also be worked out that how the amount shall be recovered at micro level for which the procedure should be crystal clear.

Item 14.5

Enhancement of salary of the employees employed on contract basis

The Chairperson was of the view that salary of employees employed on contract basis should be governed by the conditions of contract. On completion of the contract period of a contract staff, a fresh advertisement is to be issued and against this every one can apply and best candidate selected. The salary can be fixed approximately commensurate with the job specifications, competence of the person and relative parity between the institute staff at the relevant level.

Item 14.6

Store Purchase Rules of the Institute

The members discussed the matter in length and the following suggestions were made:-

i) Administrative approval must be defined and taken while making any kind of purchase.

ii) Justification for making purchase must be taken from the indenting department.

iii) It must be ensured that purchase is being made within the budget allocation and provision for the same has/had been made within the Budget estimates/allocation.

iv) Reasonability of the rates may be established before finalizing or placing the supply order

v) E procurement must be done in line with the guidelines of the Government of India. In e-procurement, secrecy must be maintained and it should be ensured that all the participating firms are given equal opportunity.

vi) The Chairperson also desired that when items of high value are procured and there is two bid systems, financial bid should be opened only when differences in the technical bids have been worked out and specifications have been brought at par.

The members unanimously approved the Store Purchase Rules of the institute.

Item 14.7

Proposal to establish Admission cum Counseling Cell for conduct of UG/PG Centralized admissions

The members approved the proposal to establish Admission-cum-Counseling Cell for conduct of UG/PG Centralized admissions.

Item 14.8

Decision of the Hon'ble High Court of Punjab and Haryana, Chandigarh in Pension Case -CWP No.15155 of 2011

The members noted the action taken by the institute on the decision of the Hon'ble High Court of Punjab and Haryana, Chandigarh in Pension Case -CWP No.15155 of 2011.

Table Item 14.9

Recommendations of the Committee regarding streamlining of the guidelines for utilization of contingency grant by Research Scholars/M Tech students

The members approved the recommendations of the Committee regarding streamlining of the guidelines for utilization of contingency grant by Research Scholars/M Tech students.

The meeting ended with a vote of thanks to the chair.

Member Secretary (Finance Committee)

Director

Chairman, Finance Committee