

वित्त समिति  
की पचासवीं बैठक का कार्यवृत्त

**MINUTES OF THE 50<sup>th</sup> MEETING OF THE  
FINANCE COMMITTEE**

**08<sup>th</sup> MARCH 2022**



भारतीय प्रौद्योगिकी संस्थान रुड़की  
रुड़की – 247 667 (भारत)

**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE  
ROORKEE-247 667 (INDIA)**

भारतीय प्रौद्योगिकी संस्थान रुड़की  
**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**  
रुड़की-247 667 / **ROORKEE - 247 667**



**50<sup>th</sup> MEETING OF THE FINANCE COMMITTEE**  
**DAY & DATE: THURSDAY, THE 8<sup>th</sup> MARCH 2022**

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<b>Item No.</b>	<b>Particulars</b>	<b>Page(s)</b>
50.1	वित्त समिति की 07.09.2021 को आयोजित 49वीं बैठक के कार्यवृत्त की पुष्टि करना। To confirm the minutes of the 49 <sup>th</sup> meeting of the Finance Committee held on 07.09.2021.	2
50.2	वित्त समिति की 07.09.2021 को आयोजित 49वीं बैठक के कार्यवृत्त पर की गई कार्रवाई को रिपोर्ट करना। Actions taken report on the Minutes of the 49 <sup>th</sup> meeting of the Finance Committee held on 07.09.2021.	2
50.3	वित्तीय वर्ष 2022-23 के लिए संस्थान के बजट प्रस्तावों पर विचार करना। To consider the Budget proposals of the Institute for the Financial Year 2022-23.	2
50.4	वित्तीय शक्ति के प्रत्यायोजन नियम (DFPRs) में कुछ परिवर्तनों पर विचार करना। To consider a few changes in the Delegation of Financial Power Rules (DFPRs).	2
50.5	सामान्य टूट-फूट के तहत संस्थान कंप्यूटर केन्द्र व जानपद अभियान्त्रिकी विभाग की 03 प्रमुख अनुपयोगी वस्तुओं को बट्टे खाते में डालने के लिए संस्थान तकनीकी समिति की सिफारिशों पर विचार करना। To consider the recommendations of Institute Technical Committee to write off the 03 major unserviceable items of	2

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	Institute Computer Centre and Civil Engineering Department under Normal Wear & Tear.	
55.6	<p>प्रोफेशनल डेवलपमेंट भत्ते के उपयोग के लिए दिशा-निर्देशों में संशोधन के प्रस्ताव पर विचार करना।</p> <p>To consider the proposal for revising the guidelines for the utilization of Professional Development Allowance.</p>	3
50.7	<p>भवन एवम् निर्माण कार्य समिति की दिनांक 13.12.2021 व 21.2.2022 को आयोजित बैठकों द्वारा अनुशंसित प्रस्तावों पर विचार करना।</p> <p>To consider the proposals as recommended by the B&amp;WC in the meetings held on 13.12.2021 &amp; 21.2.2022.</p>	3
50.8	<p>फेज-III फैकल्टी आवासीय आवासों के निर्माण हेतु विकास नगर में 09 पुराने मकानों एवम् 04 गैरेजों को तोड़ने के प्रस्ताव पर विचार करना।</p> <p>To consider the proposal for demolition of 09 old houses &amp; 04 garages in Vikas Nagar for the construction of Phase-III Faculty residential Accommodations.</p>	3
50.9	<p>सीसीएस पेंशन नियम 1972 के तहत जीपीएफ-कम-पेंशन-कम-ग्रेच्युटी योजना के लिए प्रोफेसर एम.के. बरूआ, प्रबन्धन अध्ययन विभाग के अनुरोध पर विचार करना।</p> <p>To consider the request of Prof. M.K. Barua, Deptt. Of Management Studies for GPF-cum-Pension-cum-Gratuity Scheme under CCS Pension Rule 1972.</p>	4
किसी अन्य मद के तहत/Under any other item		
50.10	<p>मैस अग्रिम के साथ जिमखाना शुल्क और मैस स्थापना शुल्क को युक्तिसंगत बनाना।</p> <p>To rationalize the gymkhana fees and mess establishment charges along with mess advance.</p>	4
App.'A'	<p>वित्तीय शक्ति के प्रत्यायोजन नियम (DFPRs) में कुछ परिवर्तनों।</p> <p>A few changes in the Delegation of Financial Power Rules (DFPRs).</p>	5
App.'B'	<p>प्रोफेशनल डेवलपमेंट भत्ते के उपयोग के लिए दिशा-निर्देशों में संशोधन।</p> <p>Revising the guidelines for the utilization of Professional Development Allowance.</p>	6
App.'C'	<p>मैस अग्रिम के साथ जिमखाना शुल्क और मैस स्थापना शुल्क को युक्तिसंगत बनाना।</p> <p>Rationalize the gymkhana fees and mess establishment charges along with mess advance</p>	7



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भारतीय प्रौद्योगिकी संस्थान रुड़की  
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भारतीय प्रौद्योगिकी संस्थान रुड़की की वित्त समिति की दिनांक 08 मार्च 2022 को संस्थान के परिषद् कक्ष में आहूत पूर्वान्ह 10.00 बजे 50<sup>वीं</sup> बैठक का कार्यवृत्त।

**Minutes of the 50<sup>th</sup> Finance Committee meeting of the Indian Institute of Technology Roorkee held on 8<sup>th</sup> March 2022 at 10.00 A.M. in the Board Room.**

उपस्थित / **PRESENT:**

- |    |  |                       |
|----|--|-----------------------|
| 1. | Shri B.V.R. Mohan Reddy  | Chairperson           |
| 2. | Prof. Ajit K. Chaturvedi<br>Director, IIT Roorkee  | Director              |
| 3. | Dr. K.K. Kataria<br>Director (Technical Education)<br>(on behalf of Principal Secretary, Govt. of Haryana)<br>Through Video Conferencing | Member                |
| 4. | Prof. U.P. Singh, IIT Roorkee  | Member                |
| 5. | Prof. M.L. Sharma, IIT Roorkee   | Member                |
| 6. | Prof. M. Parida, Deputy Director   | Permanent Invitee     |
| 7. | Sri Prashant Garg  | Registrar & Secretary |

At the outset, the Chairman welcomed the members to the 50<sup>th</sup> meeting of the Finance Committee. He thanked and placed on record the valuable contributions of the outgoing member Prof. B.K. Mishra, IIT Roorkee in the meetings of the Finance Committee.

The Chairman also welcomed the new member Prof. U.P. Singh, Department of Chemistry, IIT Roorkee

The agenda was then taken up.

Comments received from the Integrated Finance Division and Technical Section-1 of the Ministry of Education vide letters F.No. 1-25/2010-IFD and

F.No. 7-9/2017-TS-1 dated 4<sup>th</sup> and 3rd March 2022 respectively were considered during the deliberations.

**Item No. 50.1: To confirm the minutes of the 49<sup>th</sup> meeting of the Finance Committee held on 07.09.2021.**

Since no comments were received, the circulated minutes of the 49<sup>th</sup> meeting of the Finance Committee were confirmed.

**Item No. 50.2: Actions taken report on the Minutes of the 49<sup>th</sup> meeting of the Finance Committee held on 07.09.2021.**

The Finance Committee noted the actions taken on the minutes of the 49<sup>th</sup> meeting of the Finance Committee.

Further, the Committee suggested that the items sent to the ministry should be periodically followed up with the Ministry.

**Item No. 50.3: To consider the Budget proposals of the Institute for the Financial Year 2022-23.**

The Finance Committee considered the Budget proposal of the Institute for the Financial Year 2022-23 and recommended it to the Board for approval.

Further, the FC advised that in future the budget estimates for the next financial year be presented to the FC & BoG before they are forwarded to the ministry for its consideration.

**Item No. 50.4: To consider a few changes in the Delegation of Financial Power Rules (DFPRs).**

The Finance Committee considered the changes in the Delegations of Financial Power Rules (DFPRs) as given in **Appendix-A** and recommended the same to the Board for approval.

**Item No. 50.5: To consider the recommendations of Institute Technical Committee to write off the 03 major unserviceable items of Institute Computer Centre and Civil Engineering Department under Normal Wear & Tear.**

The Finance Committee considered the proposal and recommended the same to the Board for approval.

**Item No. 50.6: To consider the proposal for revising the guidelines for the utilization of Professional Development Allowance.**

The Finance Committee considered the proposal and found that it was in line with the letters from MoE including the last MoE letter dated 01.12.2020 and the guidelines followed in other IITs. The FC recommended the proposal as given in **Appendix-B** to the Board.

**Item No. 50.7: To consider the proposals as recommended by the B&WC in the meetings held on 13.12.2021 & 21.2.2022.**

The Committee considered the following recommendations of the B&WC in the 45<sup>th</sup> and 46<sup>th</sup> meetings held on 13.12.2021 and 21.2.2022 respectively, and recommended the proposals to the Board for approval, subject to availability of funds:

Sl. No.	Name of work	Rs. in crore
1.	To consider the proposal for construction of a New Married Students' Hostel (200 DUs) at Niti Nagar area.	51.91
2.	To consider the proposal for Centralized Air- conditioning of the Dining Halls of the Ravindra Bhawan, Govind Bhawan and Azad Bhawan Messes.	6.32
3.	To consider the proposal for construction of a new Building for Mehta Family School of Data Science and Artificial Intelligence.	22.50
4.	To consider the proposal for Renovation, Face-lifting & Facade Lighting of the James Thomason Building.	20.24

**Item No. 50.8: To consider the proposal for demolition of 09 old houses & 04 garages in Vikas Nagar for the construction of Phase-III Faculty residential Accommodations.**

The Finance Committee considered the recommendations of the B&WC for demolition of 09 old houses **148/1-148/4, 135, 146,149,161 (02)** and 04 temporary garages no. **IG-94 to IG-97** of Vikas Nagar and recommended the same to the Board for approval.



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**Item No.50.9: To consider the request of Prof. M.K. Barua, Deptt. Of Management Studies for GPF-cum-Pension-cum-Gratuity Scheme under CCS Pension Rule 1972.**

The Finance Committee considered the request and recommended to the Board that the proposal be sent to the Ministry of Education for consideration.

**Under any other item**

**Item No. 50.10 : To rationalize the gymkhana fees and mess establishment charges along with mess advance.**

The Finance Committee considered the item and recommended the proposal as given in **Appendix-C** to the Board with the revised nomenclature "Student Establishment & Maintenance Charges".

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

  
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# Appendix 'A'

## Item No. FC/50.4

### REVISED DELEGATION (ONLY RELEVANT PORTION RELATED TO BILLS PASSING AND PAYMENTS)

Particulars	Applicable for	Existing	Proposed				
Pay orders of the bills	Finance & Accounts, SRIC, GATE, JEE/ Special examination	1. Up-to Rs. 2 lakhs- single signatory (A.R or D.R. or Joint Registrar)	1. Up-to Rs. 3 lakhs single signatory:- AR/ DR/ JR/ FO/ R/ Chairman (GATE/JEE)				
		2. Above Rs. 2 lakhs and up-to 10 lakhs two joint signatory (A.R./D.R. /Joint Registrar) (or in case of any of them is not available then Registrar)	2. Above Rs. 3 lakhs and up-to Rs. 6 lakhs two joint signatory: - AR/ DR /JR/FO /R/ Dean (F&P)/Dean (SRIC) /Chairman (GATE/JEE)  (Note: (a) Even two ARs can jointly sign. (b) One from Registry officers is must).				
		3. Above Rs 10 lakhs two joint signatures any of D.R./Joint Registrar (or in case of any of them is not available then Registrar) and Dean (F&P)/Dean SRIC/ Chairman (GATE/JEE)	3. Above Rs. 6 lakhs and up-to Rs.15 lakhs two joint signatory:- AR /DR /JR /FO /R / Dean (F&P)/Dean (SRIC) /Chairman (GATE/JEE)  (Note: (a) However, two ARs cannot jointly sign. (b) One from Registry officers is must).				
		4. Under emergent instances, GATE / JEE/ Dean (F&P)/Dean (SRIC) may be single signatory.	4. Above Rs. 15 lakhs two joint signatory: - One from 1 <sup>st</sup> set and one from 2 <sup>nd</sup> set jointly:				
			<table><tr><th>Set 1</th><th>Set 2</th></tr><tr><td>One AR/ DR/ JR/FO/R</td><td>Dean (F&amp;P)/ Dean (SRIC) /Chairman (GATE/JEE)</td></tr></table>	Set 1	Set 2	One AR/ DR/ JR/FO/R	Dean (F&P)/ Dean (SRIC) /Chairman (GATE/JEE)
Set 1	Set 2						
One AR/ DR/ JR/FO/R	Dean (F&P)/ Dean (SRIC) /Chairman (GATE/JEE)						
Signing the cheques/ NEFT/RTGS /PFMS/TSA /Online transfer instructions to banks for digital payments	Finance & Accounts, SRIC, GATE, JEE/ Special examination	1. Up-to Rs. 2 lakhs- single signatory (A.R. or D.R. or Joint Registrar)	1. Up-to Rs. 3 lakhs single signatory:- AR/ DR/ JR/ FO/ R/ Chairman (GATE/JEE)				
		2. Above Rs. 2 lakhs two joint signatory (A.R. / D.R./Joint Registrar (or in case of any of them is not available then Registrar)	2. Above Rs. 3 lakhs and up-to Rs. 6 lakhs two joint signatory: - AR/ DR /JR/FO /R/ Dean (F&P)/Dean (SRIC) /Chairman (GATE/JEE)  (Note: (a) Even two ARs can jointly sign. (b) One from Registry officers is must).				
		3. Under emergent instances, GATE / JEE/ Dean (F&P)/Dean (SRIC) may be single signatory.	3. Above Rs. 6 lakhs two joint signatory: - AR /DR /JR /FO /R / Dean (F&P)/Dean (SRIC) /Chairman (GATE/JEE)  (Note: (a) However, two ARs cannot jointly sign. (b) One from Registry officers is must)				



# Appendix 'B'

## Item No. FC/50.6

### Proposal for revising the guidelines for using Professional Development Allowance

**Overall allocation:** ₹ 3.0 Lakhs for a block period of 3 years.

S. No.	Existing guidelines		Proposed guidelines	
1.	Contingency (Up to a maximum of ₹ 0.5 Lakhs)	(i) Books – technical/research/conference proceedings (ii) Membership of various professional bodies (iii) Pen drive/Hard drive (iv) Cartridges	Contingency (Up to a maximum of ₹ 1.5 Lakhs)	(i) *Academic/research books/e-books (ii) Memberships of professional societies (iii) Software/Cloud storage/Computer peripherals/Laboratory consumables/Laboratory usage charges (iv) **Publication charges/Journal over-length page charges/Journal subscription charges/Purchase of journal article (v) Research Assistant/Associate for a maximum of 3 months *Books/e-books costing less than ₹ 10,000 can be retained by faculty. Books/e-books costing ₹ 10,000 and above will need to be entered in MGCL collection. However, they can be retained at 5% purchase value. **Only for the high-quality research publications. Quality will be decided on considering the ranking (Q1/Q2 in Web of Science) or impact factor (Thomson Reuters) of the journal, journals of reputed professional societies AICHE, ASME, ASCE, IEEE or a ranking of the journals accepted widely by the peer group.
2.	Conferences (Total expenses of conference and contingency should not exceed ₹ 3.0 Lakhs)	(i) National/International conference travel support (ii) Registration fee for Conference/Workshop/Tutorial	Conferences (Total expenses of conference and contingency should not exceed ₹ 3.0 Lakhs)	(i) ***National/International conference travel support/Field trips/Visits for data collection (ii) Registration fee for Short-term courses/Conference/Workshop/Tutorial ***Travel support for attending National/International conferences is admissible to a coauthor (a faculty or student of IIT Roorkee). Field trips/Visits for data collection will also be admissible for the students supervised by the faculty.
3.	If a faculty member joins the institute or retires from the institute service between a block period, he/she shall be entitled to this allowance on pro-rata basis.		No change proposed	
4.	Unutilized PDA of one block will be carried forward to the next block.		No change proposed	
5.	Any other academic activity, which is not included above, may be considered by the Director on the recommendation of Head of Department and Dean of Faculty Affairs for approval as a special case.		No change proposed	



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**Appendix 'C'**  
**Item No. FC/50.10**

**Appendix- 'A'**

**The rationalized fees structure of Gymkhana Fees, Mess Establishment Charges & Mess Advance is recommended as under:**

S.No.	Particulars	Basis	Tentative No. of Students	For Non-Dining Non-Residing students	For 5 Months Semester	For 6 Months Semester
1	*Proposed to merge the Gymkhana Fee Mess Establishment Charges and renamed as " <b>Student Establishment &amp; Maintenance</b> "	Fixed	9200	7000	7000	7000
2	<b>**Mess Advance</b>	Variable	7900	0	17000	20400
	<b>Proposed Total</b>			7000	24000	27400
	<b>Existing Total</b>			3000	24000	26400
	<b>Difference (Amount increasing)</b>			<b>4000</b>	<b>0</b>	<b>1000</b>

Existing Mess Advance @ Rs. 2400/- per month  
Proposed Mess Advance @ Rs. 3400/- per month

\* Non-refundable

\*\* Subject to adjustment on actual basis

  
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