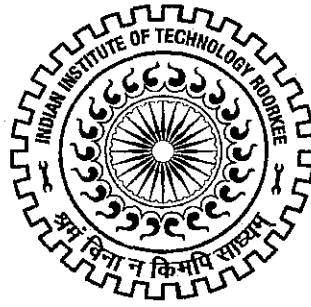


वित्त समिति  
की तेरहवीं बैठक का कार्यवृत्त

**MINUTES OF THE 13<sup>TH</sup> MEETING OF THE  
FINANCE COMMITTEE**

**24<sup>TH</sup> DECEMBER 2005**



भारतीय प्रौद्योगिकी संस्थान रुड़की  
रुड़की - २४७ ६६७ (भारत)

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



Lt Col A K Srivastava (Retd)  
Registrar

भारतीय प्रौद्योगिकी संस्थान रुड़की  
रुड़की - 247 667, उत्तरांचल, भारत

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE  
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No.IITR/MS/13<sup>th</sup> FC/668  
Dated 15<sup>th</sup> February 2006

All Members of the Finance Committee  
Indian Institute of Technology Roorkee

**Sub: Minutes of the 13<sup>th</sup> Meeting of the Finance Committee of the Indian Institute of Technology Roorkee held on 24<sup>th</sup> December 2005.**

Kindly find enclosed the minutes of the 13<sup>th</sup> Meeting of the Finance Committee of the Institute, which have been duly approved by the Chairman, Board of Governors.

It is requested that comments, if any, on the above referred minutes may kindly be sent to the undersigned within 15 days. If no comments are received within this period, it will be presumed that you agree with the minutes as recorded, and action would be initiated to implement the same.

Encl: As above

( A. K. Srivastava )  
Lt. Col. (Retd.)  
Registrar &  
Secretary, Finance Committee

**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE  
ROORKEE 247 667**



**MINUTES OF THE 13<sup>TH</sup> MEETING OF THE FINANCE  
COMMITTEE**

**INDEX**

<b>Item No.</b>	<b>Particulars</b>	<b>Page(s)</b>
13.1	To confirm the minutes of the 12 <sup>th</sup> meeting of the Finance Committee held on 30 <sup>th</sup> July 2005.	2
13.2	To receive a report on the action taken on the decisions of the previous meeting of the Finance Committee held on 30 <sup>th</sup> July 2005.	2
13.3	Presentation by Professor-in-charge, Planning on utilization and proposed expenditure of plan funds, showing the details of projects in hand, projects in the pipe line, equipment procured and to be procured with the capital outlay involved in each case.	2
13.4	To consider a proposal for having Post-Doctoral Fellows in the IITs as recommended by the IIT Directors and Standing Committee of IIT Council (SCIC).	3
13.5	To consider the case regarding payment of Transfer T.A. to Emeritus Fellow after relinquishing the fellowship at the expiry of their tenure.	3
13.6	To consider the request of Dean, DPT for filling up a post of PTI Gr. II in the pay scale of Rs. 5000-8000 which has fallen vacant due to the retirement of Sri P.D.Dhyani, PTI Grade-II.	3
13.7	भारतीय प्रौद्योगिकी संस्थान दिल्ली की तरह ही भारतीय प्रौद्योगिकी संस्थान रुड़की में भी हिन्दी में अधिकाधिक कार्यलयीन कार्य करने के लिये प्रोत्साहन योजनाओं को स्वीकृत किये जाने के संबंध में विचार करना ।	3

13.8	हिन्दी कक्ष के लिये अनुवादक के दो पदों के सृजन हेतु विचार करना ।	4
13.9	To consider the filling up a post of Laboratory Assistant (Glass Blower) in the Department of Chemistry on Contract basis.	4
13.10	To consider the Preliminary Estimate for the construction of 75 rooms in Ganga Bhawan amounting to Rs. 75.00 lacs as recommended by the B&WC.	4
13.11	To consider the Preliminary Estimate amounting to Rs. 21.75 lacs for conversion of the Old Teachers' Hostel into a Girls' Hostel as recommended by the B&WC.	4
13.12	To consider the Preliminary Estimate amounting to Rs.15.00 lacs for replacement of a certain portion of the sewer line in the Azad Wing- Niti Nagar area.	5
13.13	To consider the proposal for engaging one J.E. (Horticulture) on contract, for the Estate & Works Division, IIT Roorkee to look after the lawns and gardens in Departments and Hostels, chargeable to the Non-Plan grant of the Institute as recommended by the B&WC.	5
13.14	To consider the annual revision of emoluments and designations for 'Y' Pool Contact workers w.e.f. 1 <sup>st</sup> April 2005.	5
13.15	To consider the revised preliminary estimate amounting to Rs. 37.86 crores for Development of Greater Noida Extension Centre under Phase-I, as submitted by M/S EIL, New Delhi.	6
13.16	Purchase of a vehicle for the Director, IIT Roorkee	6
App. 'A'	Estimate of Rs. 75.00 lacs for extension of Boys Hostel.	7-11
App. 'B'	Estimate of Rs. 21.75 lacs for modification of old teacher's hostel to convert into the girl's hostel.	12-13
App. 'C'	Estimate of Rs. 15.00 lacs for sewer line	14
App. 'D'	Revised range of emoluments for various categories of 'Y' pool contract workers.	15

**INDIAN INSTITUTE OF TECHNOLOGY ROORKEE**  
**ROORKEE - 247 667**



**Minutes of the 13<sup>th</sup> Meeting of the Finance Committee held on 24<sup>th</sup> December 2005 at 11.30 A.M. in the Board Room of the Institute.**

The following were present:

- |    |   |                |
|----|---|----------------|
| 1. | Prof. Prem Vrat, Director                       | In the Chair   |
| 2. | Mr. S.K. Ray, Financial Advisor, MHRD           | Member         |
| 3. | Prof. H.K. Verma, IIT Roorkee                   | Member         |
| 4. | Prof. Ravi Bhushan, Professor-in-Charge Finance | Special invite |
| 5. | Lt. Col. (Retd) A.K. Srivastava, Registrar      | Secretary      |

At the outset, Lt. Col. (Retd.) A.K. Srivastava, Registrar and Secretary, Finance Committee, informed the Members of the inability of Sri Jaiprakash Gaur, Chairman, Board of Governors to attend and chair the meeting. The Secretary also apprised them of the statutory provision and requested the members to nominate a person to chair the meeting of the Finance Committee. In accordance with Statute 6 (6), Prof. H.K. Verma proposed the name of Prof. Prem Vrat, Director of the Institute to Chair the meeting; Mr. S.K. Ray seconded it, and thus the members requested Prof. Prem Vrat to chair the meeting of the Finance Committee.

Communication regarding inability to attend the meeting was received from Prof. P.K. Jain, Professor of Financial Management, Department of Management Studies, IIT Delhi.

Before taking up the agenda item, The Director (in the Chair) welcomed the members to the 13<sup>th</sup> meeting of the Finance Committee.

The agenda was then taken up.

14 FEB 2006

**Item No. 13.1: To confirm the minutes of the 12<sup>th</sup> Meeting of the Finance Committee held on 30<sup>th</sup> July 2005.**

The minutes of the 12<sup>th</sup> meeting of the Finance Committee, held on 30<sup>th</sup> July 2005 were confirmed as circulated.

**Item No. 13.2: Report of the actions taken on the minutes of the 12<sup>th</sup> Meeting of the Finance Committee held on 30<sup>th</sup> July 2005.**

The position of action taken on the matters as reported was noted with the under-mentioned observations:

**12.14 To report status of auditing of annual accounts:**

PIF informed that the Audit Certificates will be issued shortly by AG Uttaranchal.

**12.18 To consider the issue regarding liability of the Institute to give benefits of EPF Act 1952 to Daily wages/ Contract (Y Pool) workers of the Institute:**

The EPF & ESI in respect of Daily-wage/ Contract workers is being deducted w.e.f. 1.10.2005 instead of 1.10.2004.

**Item No.13.3: Presentation by Professor-in-Charge (Planning) on the utilization and proposed expenditure of non-plan and plan funds, showing the details of projects in hand, projects in the pipe line, equipment procured and to be procured with the capital outlay involved in each case.**

Prof. S.P. Gupta, Professor-in-Charge Planning, made a brief presentation before the Finance Committee on the Plan and Non-Plan Budget: 2005-2006. After the presentation, the Finance Committee observed that more funds may be demanded from the MHRD in Building & Works component to cater for the development of Greater Noida Extension Centre. Prof. S.P. Gupa was felicitated by the members for the presentation.



14 FEB 2006

**Item No. 13.4 To consider a proposal for having Post-Doctoral Fellows in the IITs as recommended by the IIT Directors and Standing Committee of IIT Council (SCIC).**

The Finance Committee decided that the proposal for having Post-Doctoral Fellows as recommended by the IIT Directors and Standing Committee of IIT Council (SCIC), on a consolidated remuneration between Rs.15,000/- to Rs.25,000/- per month with HRA, be approved. However, this may only be implemented, if IIT Roorkee is allocated additional Non-plan grant.

**Item No. 13.5 To consider the case regarding payment of Transfer T.A. to Emeritus Fellow after relinquishing the fellowship at the expiry of their tenure.**

The Finance Committee recommended that since this is only a technicality, the tenure of the Emeritus Fellowship be treated as "re-employment" and the concerned Emeritus Fellows be allowed to avail the transfer T.A., after relinquishing the fellowship.

**Item No. 13.6 To consider the request of Dean, DPT for filling up a post of PTI Gr. II in the pay scale of Rs. 5,000-150-8,000 which has fallen vacant due to the retirement of Sri P.D. Dhyani, PTI Grade-II.**

The Finance Committee decided that since the vacancy of a PTI Gr. II in the pay scale of Rs. 5,000-150-8,000 is a vacancy that has been created due to retirement, the same be filled, on regular basis, as per the approved qualifications for this post and pay-scale.

**Item No. 13.7 भारतीय प्रौद्योगिकी संस्थान दिल्ली की तरह ही भारतीय प्रौद्योगिकी संस्थान रुड़की में भी हिन्दी में अधिकाधिक कार्यलयीन कार्य करने के लिये प्रोत्साहन योजनाओं को स्वीकृत किये जाने के संबंध में विचार करना**

वित्त समिति ने संस्तुत किया कि भारतीय प्रौद्योगिकी संस्थान रुड़की में हिन्दी में अधिकाधिक कार्यलयीन कार्य करने के लिये प्रोत्साहन योजनाओं को स्वीकृती प्रदान कर दी जाए ।



14 FEB 2006

**Item No. 13.8** हिन्दी कक्ष के लिये अनुवादक के दो पदों के सृजन हेतु विचार करना ।

वित्त समिति ने संस्तुत किया कि भारतीय प्रौद्योगिकी संस्थान रुड़की में राजभाषा अधिनियम के सुचारु रूप से कार्यान्वयन के लिये राजभाषा हिन्दी प्रकोष्ठ में रु.4,500-125-7,000 के वेतनमान में तकनीकी सहायक (अनुवादक) के दो पदों को सृजित करने के प्रस्ताव को अनुमोदित कर दिया जाए और इन पदों के सृजन के लिए प्रस्ताव मानव संसाधन विकास मंत्रालय में भेज दिया जाए।

**Item No. 13.9** **To consider filling up a post of Laboratory Assistant (Glass Blower) in the Department of Chemistry.**

The Finance Committee recommended that the one post of Lab. Assistant (Glass Blower) in the pay scale of Rs. 3,050-75-3,950-80-4,590 in the Department of Chemistry on regular basis be filled. The educational qualifications and experience requirement for this post will be the same as per the entry level qualifications for the post of Laboratory Assistant, which are approved for this post and pay-scale.

**Item No. 13.10** **To consider the Preliminary Estimate amounting to Rs. 75.00 lacs for the construction of 75 rooms in Ganga Bhawan, as recommended by the B&WC.**

The Finance Committee recommended that the Preliminary Estimate amounting to Rs. 75.00 lacs as submitted by the Institute Engineer for construction of 75 additional single seated rooms in the Ganga Bhawan, as given at **Appendix 'A'**, be approved.

**Item No. 13.11** **To consider the Preliminary Estimate amounting to Rs. 21.75 lacs for conversion of the Old Teachers' Hostel into a Girls' Hostel as recommended by the B&WC.**

The Finance Committee recommended that the Preliminary Estimate amounting to Rs. 21.75 lacs as submitted by the Institute Engineer for conversion of the Old Teachers' Hostel into a Girls' Hostel, as given at **Appendix 'B'** be approved.



14 FEB 2006



**Item No. 13.12 To consider the Preliminary Estimate amounting to Rs.15.00 lacs for replacement of a certain portion of the sewer line in the Azad Wing- Niti Nagar area.**

The Finance Committee recommended that the Preliminary Estimate amounting to Rs.15.00 lacs as submitted by the Institute Engineer for replacement of a certain portion of the sewer line in the Azad Wing-Niti Nagar area, as given **Appendix 'C'**, be approved.

**Item No. 13.13 To consider the proposal for engaging one J.E. (Horticulture) on contract, for the Estate & Works Division, IIT Roorkee to look after the lawns and gardens in Departments and Hostels, chargeable to the Non-Plan grant of the Institute as recommended by the B&WC.**

The Finance Committee decided that one post of J.E. (Horticulture) in the pay scale of Rs. 4,500-125-7,000 for the Estate & Works Division, IIT Roorkee to look after the lawns and gardens in the Departments and Hostels, chargeable to the Non-Plan grant of the Institute be filled in the regular cadre. The educational qualifications and experience will be as given below:

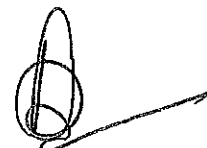
**M.Sc. (Horticulture) with one year of relevant experience.**

**OR**

**B.Sc. in Agriculture with 3 years of relevant experience.**

**Item No. 13.14 To consider the annual revision of emoluments and designations for 'Y' Pool Contract Workers w.e.f. 1<sup>st</sup> April 2005.**

After discussion, the Finance Committee recommended that the financial part of the remuneration of 'Y' Pool contract workers may be approved as per **Appendix 'D'**.



14 FEB 2006

**Item No. 13.15 To consider the revised Preliminary Estimate amounting to Rs. 37.86 crores for Development of the Greater Noida Extension Centre under Phase-I, as submitted by M/s EIL, New Delhi.**

The Finance Committee recommended that a revised Preliminary Estimate amounting to Rs. 30.00 crores including service charges be worked out by M/S EIL for development of the Greater Noida Extension Centre under Phase-I. In addition, the Finance Committee recommended that the Guest House should be used partly as a Guest House and partly as a Hostel, in order to economise on the cost of construction. It was also suggested that air-conditioning etc. be provided only in some rooms and not all rooms. Secondly, the 500 seat auditorium may be shifted to another phase, to be taken up in the future as per the requirement of such a facility.

**Item No. 13.16 Purchase of a vehicle for the Director, IIT Roorkee.**

The Finance Committee recommended that the proposal for buying a Mahindra Scorpio SLX Model/ Chevrolet Tavera (LT-L1/LT-L2 Model)/ Tata Safari (LX 4x2) whichever falls within Rs. 7.00 lacs, for outstation visits of the Director be approved without engagement of an additional driver.

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



14 FEB 2006

Appendix 'A'

PROFORMA-2  
JOB CD/EST.

CONSTRUCTION DIVISION  
UNIVERSITY OF ROORKEE  
ROORKEE

PROFORMA FOR APPROVAL OF ESTIMATE PART-A-REPORT.

Complaint from : DEAN OF STUDENTS' WELFARE

Item Extension of Boys Hostel (Ganga Bhawan)

Referred to \_\_\_\_\_ For report

Reported by

(a) Nature \_\_\_\_\_ Security affected/Urgent/Routine

(b) Estimated Cost Rs 75.00 Lacs

(c) Remarks (i) detailed estimate needed Yes/No

(ii) Chargeable Head \_\_\_\_\_

Forwarded by

Signature [Signature]

J.E. Incharge

S.U.E./A.E.

PART-B-ESTIMATE

(a) Estimate prepared by Navan Singh Bisht

(b) Estimate Checked by R. K. Aggarwal IEGD

(c) Amount Rs 75.00 Lacs

PREPARED BY J.E.

CHECKED BY J.E. 'T'

(d) Funds position.

D.A.

PART-C-APPROVAL

[Signature]

1 FEB 2006

University Engineer

**EASTATE & WORKS**  
**INDIAN INSTITUTE OF TECHNOLOGY**  
**ROORKEE**


Details of Items and Expenditure required for conversion of  
Old Teacher Hostel into Girls Hostel.

Sl.No.	Name of Work	Qty	Rate	Amount
1.	Palmet Work 1 x 3 x 1.80 = 5.40	5.40 RM	183.00 per RM	<del>98</del> 8.00
2.	Steel Window i/c Gard bar & fixed Jali 1 x 3 x 1.20 x 1.20 = 4.32 Sq.M.	4.32 Sq.M	1750.00 per Sq.M.	<del>75</del> 60.00
3.	Replacement of worn-out P.C.C. floor into Mosaic floor. 1 x 5.00 x 4.00 = 20.00 1 x 4.00 x 3.00 = 12.00 1 x 4.00 x 3.50 = 14.00 46.00 Sq.M.	46.00 Sq.M.	250.90 per Sq.M.	11,541.40
4.	Providing steel Alu. Shutter 1 x 3 x 1.25 x 2.05 = 7.70 Sq.M.	7.70 Sq.M.	1095.00 per Sq.M.	8431.50
5.	Replacement of worn-out Jali door/Flush door i/c fitting 1 x 6 = 6 Sq.M.	6.00 Sq.M.	1147.00 per Sq.M.	<del>68</del> 82.00
6.	Providing looking Mirror 4 Nos.	4.00 Nos	274.00 each	<del>109</del> 6.00
7.	General Plaster repair work/wood work.	One Flat	5000.00 each	<del>50</del> 00.00
8.	White Wash/Painting Work	One Flat	2500.00 each	<del>25</del> 00.00
9.	Extra Electric Fan/Elect.Point for Computer.	One Flat	6000.00 each	<del>60</del> 00.00

Total Rs. = 50,000.00

Amount for one Flat

= Rs. 50,000.00

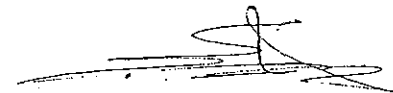
  
Asst. Executive Engineer



14 FEB 2006

## Preliminary Estimate for the Sewer line

Sl. No.	Proposed Items	Qty.	Rate	Amount
1.	Replacement of old existing Sewer line of lower diameter with 16 inch dia R.C.C. Hume pipe i/c earth work, P.C.C, R.C.C. pipe collers, main Holes & its cover.	1200 R.M.	Rs. 1200.00 Per R.M.	Rs. 14,40,000.00
	Add 3 % Contingencies			Rs. 43,200.00
			Total	Rs. 14,83,200.00
				Say Rs. 15.00 lacs

  
(Sherwan Kumar)  
Asstt. Executive Engineer



14 FEB 2006

**Statement showing the revised range of emoluments  
for various categories of 'Y' Pool Contract workers**

Sl. No.	Designations of 'Y' Pool Contract Workers	Present Range of Emoluments (fixed) from 1.4.2004	Increase allowed in the range from 1.4.2005	Revised Range of Emoluments (fixed) from 1.4.2005	Qualifications and Experience approved by the BOG.
1	2	3	4	5	6
1.	Helper	3250-3550	140	3390-3690	8 <sup>th</sup> Pass
2.	Skilled Worker 'A'	3450-3750	160	3610-3910	8 <sup>th</sup> Pass + One year relevant technical experience
3.	Skilled Worker 'B'	4000-4300	175	4175-4475	ITI/High School & One year relevant experience
4.	Field Asstt.	4100-4400	175	4275-4575	High School/ITI & Two years experience in the relevant field
5.	Technical Asstt. 'A'	4525-4825	195	4720-5020	Inter Science/ITI & two years experience in relevant field
6.	Ministerial Asstt. 'A'	4525-4825	195	4720-5020	Intermediate and two years experience in handling office work. OR High School and ten years experience in handling office work.
7.	Technical Asstt. 'B'	5150-5450	230	5380-5680	B.Sc./Three years Diploma in relevant field OR Inter Science/ ITI with ten years experience.
8.	Ministerial Asstt. 'B'	5225-5525	230	5455-5755	Graduate OR Intermediate and ten years experience in handling office work
9.	P.C. Operator	5275-5575 6225-6525 7700-8000	230 265 335	5505-5805 6490-6790 8035-8335	Three years Diploma in relevant field/ Graduate and one year working experience on PC/ Main Frame in an organization of repute subject to passing department test.
10.	Technical Asstt. 'C'	6225-6525	265	6490-6790	B.Sc./Three years Diploma in relevant field, and 4 years experience.
11.	Project Technician	8225-8525	350	8575-8875	B.Sc./Three Years Diploma in relevant field and seven years experience.