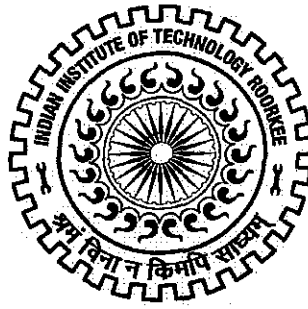


वित्त समिति
की चौदहवीं बैठक का कार्यवृत्त

**MINUTES OF THE 14TH MEETING OF THE
FINANCE COMMITTEE**

9TH MAY 2006



भारतीय प्रौद्योगिकी संस्थान रुड़की
रुड़की - २४७ ६६७ (भारत)

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



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

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE-247 667, UTTARANCHAL, INDIA

प्रशान्त गर्ग
उप कुलसचिव (प्रशासन)
Prashant Garg
Deputy Registrar (Admn)

Tele (91) 1332-285637(O), 285639 (R) Fax. 273560, 285310
e-mail dregiseb@iitr.ernet.in prashantgarg7@hotmail.com

No.IITR/MS/14th FC/749
Dated 2nd June 2006

All Members of the Finance Committee
Indian Institute of Technology Roorkee

**Sub: Minutes of the 14th Meeting of the Finance Committee of the
Indian Institute of Technology Roorkee held on 9th May 2006.**

Kindly find enclosed the minutes of the 14th 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

(Prashant Garg)
Actg. Registrar

To:

1. Sri Jai Prakash Gaur
Chairman, BOG
Indian Institute of Technology Roorkee
JAIPRAKASH ASSOCIATES LIMITED
J.A. House, 63, Basant Lok, Vasant Vihar, .
New Delhi 110 057
2. Prof. S.C. Saxena
Director
Indian Institute of Technology, Roorkee

3. Mr. Ravi Mathur, IAS
Jt. Secretary (Tech)
Ministry of Human Resource Development
Government of India
Department of Secondary & Higher Education
Technical Section I
Shastri Bhawan, New Delhi - 110 001
 4. Mr. S.K. Ray
Financial Advisor
Ministry of Human Resource Development
Government of India
Department of Secondary & Higher Education
Technical Section I
Shastri Bhawan, New Delhi - 110 001
 5. Prof. S.K. Khanna
Former Chairman, AICTE
Jaypee Institute of Information Technology (JIIT)
A-10, Sector-62
Noida 201 307 (Uttar Pradesh)
 6. Prof. H. Sinval
Department of Earth Sciences
Indian Institute of Technology, Roorkee
Roorkee 247 667
 7. Prof. V.K. Nangia
Department of Management Studies
Indian Institute of Technology, Roorkee
Roorkee 247 667
 8. Lt. Col. (Retd.) A.K. Srivastava
Registrar
Indian Institute of Technology Roorkee
Roorkee 247 667
- Secretary

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



**MINUTES OF THE 14TH MEETING OF THE FINANCE
COMMITTEE HELD ON 9TH MAY 2006**

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INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE - 247 667



Minutes of the 14th Meeting of the Finance Committee held on 9th May 2006 at 12.00 Noon in the Board Room of the IIT Delhi.

The following were present:

- | | | |
|----|--|-----------------|
| 1. | Sri Jai Prakash Gaur | Chairman |
| 2. | Prof. Prem Vrat, Director | Member |
| 3. | Prof. S.K. Khanna, IIIT, Noida | Member |
| 4. | Prof. H. Sinvhal, IIT Roorkee | Member |
| 5. | Prof. V.K. Nangia, IIT Roorkee | Member |
| 6. | Smt. Irina Garg, Director (T), MHRD
[Representing Joint Secretary (Tech), MHRD] | Special Invitee |
| 7. | Prof. S.P.Gupta, Prof-in-Charge Planning | Special Invitee |
| 8. | Prof. Ravi Bhushan, Ex-Prof.-in-Charge, Finance | Special Invitee |
| 9. | Lt. Col. (Retd) A.K. Srivastava, Registrar | Secretary |

The Chairman extended a hearty welcome to the members attending the 14th meeting of the Finance Committee. Before taking up the agenda, the Finance Committee thanked the under mentioned outgoing members and recorded its appreciation for their valuable contribution in the meetings of the Finance Committee: -

1. Prof. P.K. Jain, IIT Delhi
2. Prof. H.K. Verma, IIT Roorkee

In addition, the Finance Committee also thanked Prof. Ravi Bhushan, Ex-Professor-in-Charge (Finance) who had been invited as a Special Invitee to the Finance Committee.

The Finance Committee also extended hearty welcome to the under mentioned new members and solicited their valuable contribution and active participation in its functioning:

1. Prof. S.K. Khanna, Former Chairman, AICTE, Jaypee Institute of Information Technology, NOIDA.

2. Prof. H. Sinvhal, Department of Earth Sciences, IIT Roorkee.
3. Prof. V.K. Nangia, Department of Management Studies, IIT Roorkee.

The agenda was then taken up.

Item No.14.1: To confirm the minutes of the 13th Meeting of the Finance Committee held on 24th December 2005.

The minutes of the 13th meeting of the Finance Committee, held on 24th December 2005 were confirmed as circulated.

Item No.14.2: Report of the actions taken on the minutes of the 13th Meeting of the Finance Committee held on 24th December 2005.

The position of action taken on the matters as reported, was noted with the under-mentioned observations of the IFD, MHRD in respect of item No. 13.6, 13.9 and 13.12 regarding filling up one post of PTI Gr. II at DPT, one post of Laboratory Assistant (Glass Blower) in the Department of Chemistry and the one post of J.E. (Horticulture), respectively:

“The Institute should keep in view the ERC norms of 1:1.5 and the qualification prescribed by the Central Government for the respective posts”.

Item No.14.3: 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 funds. The Budget proposals in respect of Plan and Non Plan grant for the year 2006-07 as presented are given at **Appendix 'A'**. During the presentation, the Finance Committee observed as under:



- (1) The information required on the format as devised by the MHRD be sent to the MHRD, immediately.
- (2) Pending Utilisation Certificates for Plan and Non Plan Grants be sent to the MHRD for the release of grants.

Item No. 14.4 To consider the Audit Report of the Accountant General (Audit), Uttaranchal on the accounts of the Institute for the years 2001-2002 (21.9.2001 to 31.3.2002), 2002-2003 and 2003 -2004.

Professor Ravi Bhushan made a presentation on the audit Reports of the Accountant General (Audit), Uttaranchal on the Institutes accounts for the years 2001-02, 2002-03 and 2003-04. The Finance committee noted the same.

The Finance Committee also considered the under-mentioned views of the MHRD (IFD):

“The audit observed many procedural lapses of general nature this may be discussed.”

The Finance Committee recommended that the comments in the Audit Report of the Accountant General (Audit), Uttaranchal on the accounts of the Institute for the years 2001-2002 (21.9.2001 to 31.3.2002), 2002-2003 and 2003 -2004 be noted for future.

The Finance Committee further advised that the recurring expenditure pertaining to activities initiated in a particular plan be booked to the Plan Grant.

Item No. 14.5 To consider the issue of granting Lumpsum Incentives for acquiring higher qualifications to the employees of the Institute w.e.f. 21.09.2001 instead of 28.01.2004.

The Finance Committee considered the issue alongwith under-mentioned views of the MHRD (IFD):

“The proposal needs to be examined in terms of O.M. No. 1/2/89-Estt(PayI) dated 28.6.1993 and O.M.



dated 9th April 1999 issued by Department of Personnel and Training. There is no justification for making the scheme applicable retrospectively. Further, the qualification acquired should not be at the cost of the Institute like grant of study leave and further the qualification so acquired should be able to enhance the productivity of the particular employee in discharge of his official responsibility”.

The Finance Committee recommended that the Lumpsum Incentive, for acquiring higher qualifications to the employees of the Institute w.e.f. 21.09.2001 instead of 28.1.2004 may be sent to MHRD for consideration, since the scheme was in existence before 21.09.2001, the date of conversion of the University of Roorkee to IIT Roorkee.

Item No. 14.6 To consider the recommendations of Prof. S.K. Verma committee for Time Scale benefits to the Department of Paper Technology Staff at Saharanpur Campus.

The Finance Committee considered the under-mentioned views of the MHRD (IFD):

“This proposal needs to be send to the Ministry and since Ministry took over the Institute in 2001 only there can not be any retrospective up gradation of the pay scale”.

After discussion, the Finance Committee recommended that the issue be sent to the MHRD; since the PPS Scheme was in existence before 21.9.2001, the proposal should be accepted.

Item No. 14.7 To consider the payment of Non-Productivity Linked Bonus to the employees who are in the pay scale of Rs. 6500-10500 after promotional time scale and mapping.

The Finance Committee considered the under-mentioned views of the MHRD (IFD):

“Mapping of the scale done by IIT Roorkee on the basis of earlier RCDS was not correct because RCDS had ceased to exist from 1.5.1998 while the Institute

was taken over only in September 2001. The employees up to an entry grade of Rs. 5500-9000 would be eligible for bonus. The Government of India has clarified that those employees who have moved to a scale of Rs. 6500-10500 on completion of 12 or 24 years of service through ACP would be eligible for bonus. As far as IITs are concerned they have not implemented any ACP and the so called personal promotion scheme- RCDS- is not similar to ACP of Government of India. Therefore the employees of IITs who have been placed in the scale of Rs. 6500-10500 before completing 12 or 24 years of service for their 1st/ 2nd personal promotion respectively would not be eligible for bonus. Further the employees promoted to a scale of Rs. 6500-10500 on a regular basis would not eligible for bonus. Specific cases may be sent to the Ministry”.

After discussion, the Finance Committee decided that the issue be taken up with the IFD, MHRD.

Item No. 14.8 To consider filling of one entry level post of Staff Nurse in the Institute Hospital.

The Finance Committee considered the under-mentioned views of the MHRD (IFD):

“As per ERC recommendation only upto 25% of the vacant posts cause due to retirement can be filled up by the Institute in respect of essential post only till it reaches the desired level of **1:1.5** with regard to teaching and non teaching staff. Ministry has recently allowed some 38 person to be absorbed against vacancies. Therefore the Institute should submit a comprehensive report indicating the number of posts becoming vacant and number of posts filled since 2002.”

After discussion, the Finance Committee recommended that for filling up the post of Staff Nurse, the level of 1:1.5 be maintained as per the recommendations of the ERC.



02 JUN 2006

Item No. 14.9 To consider the request of Assistant Registrars for the grant of higher pay scale of Rs. 10,000-15,200 on completion of 8 years of service as Assistant Registrar.

The Finance Committee considered the under-mentioned views of the MHRD (IFD):

“As Government is considering the issue of personal promotion scheme of Group ‘A’ officer of IITs the proposal may be kept pending”.

After discussion, the Finance Committee recommended that the higher pay scale of Rs. 10,000-15,200 on completion of 8 years of service to Assistant Registrar be recommended for IIT Roorkee.

Item No. 14.10 To consider filling up one post of Junior Superintendent for the Legal Cell.

The Finance Committee considered the under-mentioned views of the MHRD (IFD):

“The Institute should submit the proposal to Ministry indicating total vacancy and post to be filled. Till such time on the proposal should be kept pending.”

After discussion, the Finance Committee recommended that for filling up one post of Junior Superintendent for the Legal Cell, the level of 1:1.5 be maintained as per the recommendations of the ERC.

Item No. 14.11 To consider an issue of allowing the benefits of one additional Increment\First and Second Time Scale on completion of 10/16 & 21/26 years of service of the employees working in the sponsored Projects/Research Schemes of the Institute on the pattern of UOR system at par with other regular employees.

The Finance Committee considered the under-mentioned views of the MHRD (IFD):

“The Institute should follow the practice of CSIR in respect of Project Staff. Time scale is applicable to

the Regular Staff not to the Project Staff. Time scale under 12 or 24 years of service would be applicable in respect of all temporary staff from the date of their absorption in substantive post”.

After discussion, the Finance Committee recommended that the matter be referred to the MHRD for reconsideration of the issue.

Item No. 14.12 To consider the preliminary estimate amounting to Rs. 29.42 lacs for construction of a Dining Hall, a Kitchen, a Waiting Room, a Matron residence and a T.V. Room in the New Girls Hostel (Old Teachers Hostel).

The Finance Committee recommended that the preliminary estimate amounting to Rs. 29.42 lacs as given at **Appendix 'B'** for construction of a Dining Hall, a Kitchen, a Waiting Room, a Matron's residence and a T.V. Room in the New Girls Hostel (Old Teachers Hostel) be approved.

Item No. 14.13 To receive the present status report for development of the Greater Noida Extension Centre as recommended by the B&WC.

The Finance Committee recommended that as recommended by the Building & Works Committee, the work for execution of Phase-I of the Greater Noida Extension Centre be started.

Item No. 14.14 To consider the request of Dr. J.P.Gupta, Ex-Professor, Electronics & Computer Engineering Department for voluntary retirement after technical resignation.

The Finance Committee recommended that the agenda item be withdrawn from the Finance Committee as it is an administrative matter the same be discussed by the Board itself.



02 JUN 2006

UNDER ANY OTHER ITEM

Item No.14.15 To consider the appointment of Dean, Finance & Planning.

The Finance Committee recommended that the BoG may consider appointment of a Dean, Finance & Planning for Financial Planning of the Institute and interaction with the MHRD on financial matters.

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



02 JUN 2006

Appendix 'A'
Item No. 14.3

Table 1 : Plan Grant Receipt & Expenditure 2005-06

Rs. in lacs

Grant received		Expenditure	Balance (on 1.4.2006)
Opening Balance as on 1.4.2005	1328	4378	760
Grant received in 2005-06*	3810		
Total	5138		

* The fifth installment of Rs 750 lacs was released only on March 30, 2006, and the money was received in the bank in April 2006. This installment will be utilized for meeting the committed expenditure pertaining to the year 2005-06.

Non Plan Grant 2006-2007

Table 2 : Non-Plan Grant Receipt & Expenditure 2005-06

Rs. in lacs

Grant Available		Expenditure
Institute Receipt	1338	6521
Grant Received in 2005-06	5200	
Total	6538	



BUDGET PROPOSAL

Table 4 : Non Plan Grant 2006-2007

Rs. in lacs

SI.No.	Programme	Funds required
1.	Establishment (i) Pay & Allowances (ii) Pension & Gratuity (iii) Medical Expenses, Security Services, Mess Staff, LTC etc (iv) Telephones, Repairs of Office Equipment, Uniforms & Liveries, Legal Expenses, Faculty Perks, Hospitality, Transport, Contingencies etc.	3300 1300 450 200
2.	Academic & Educational (i) Department Operating Cost (ii) Scholarships (iii) Research Projects, Student Amenities, SC/ST Students Fee, Examinations, Participation in National/ International Conferences, Publications, Convocation etc. (iv) Computer Support Services, National Facilities, AMC for sophisticated instruments	400 800 150 150
3.	Estate Maintenance (i) Maintenance <ul style="list-style-type: none"> • Civil Maintenance including Horticulture and Sanitation • Electric and Water Supply Maintenance (ii) Electricity and Fuel	 300 100 400
Total		7550





02 JUN 2006

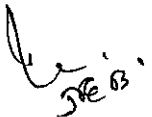
Appendix 'B'
Item No. 14.12

**Preliminary Estimate for the Construction of Dining Hall, Kitchen, Waiting Room
Matron Residence and T.V. Room in New Girls Hostel.**

Sl.No.	Proposed Items	Qty	Rate in (Rs.)	Amount (inRs.)
1.	Construction of Dining Hall, Waiting Room & Kitchen. Plinth Area of G.F. Din. Hall- 1x20.23x8.46 = 171.15 M ² Wash & Toilet - 1x6.19x5.23 = 32.37 M ² Kitchen - 1x8.85x4.73 = 41.86 M ² Store - 1x5.23x3.46 = 18.10 M ² Office - 1x3.23x3.23 = 10.43 M ² Matron Office- 1x7.95x4.06 = 32.28 M ² Waiting Room- 1x5.76x3.53 = 20.33 M ² Staircase - 1x2.46x1.60 = 3.94 M ² ----- 330.46 M ²	330.46 M ²	5182.00Per M ²	17,12,443.72
2.	Construction of T.V. Room & Matron Residence. Plinth Area of F.F. T.V. Room - 1x20.23x8.46 = 171.15 M ² Wash & Toilet- 1x6.19x5.23 = 32.37 M ² Matron Resi. - 1x5.64x7.59 = 42.81 M ² Bath Room - 1x2.43x1.60 = 3.89 M ² Staircase - 1x4.03x2.46 = 9.91 M ² ----- 260.13 M ²	260.13 M ²	4727.00Per M ²	12,29,634.51
			Total	29,42,078.23
			Say	29.42lacs


Institute Engineer
Indian Institute of Tech.
ROORKEE

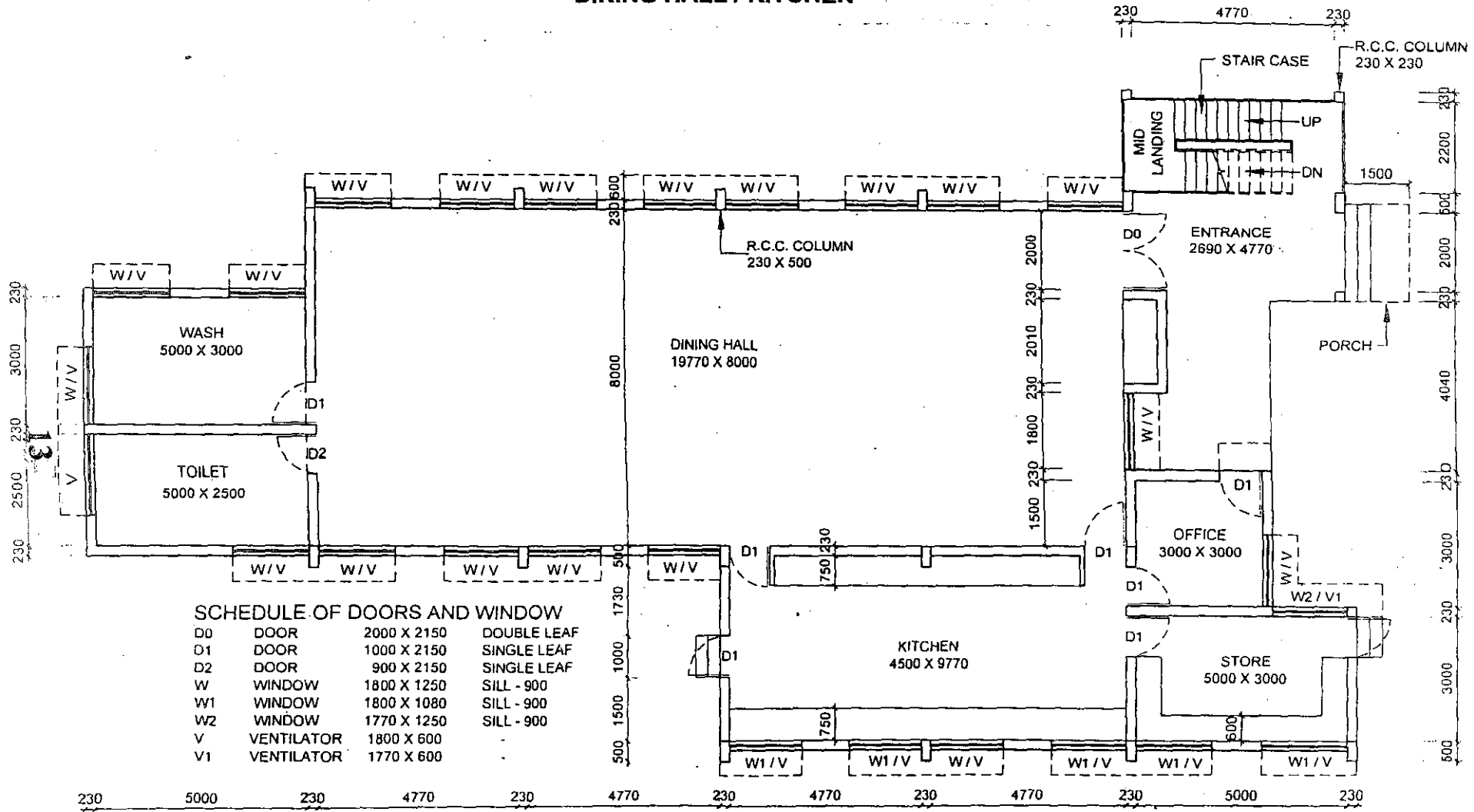

Asstt. Engineer III
Construction Division
Indian Institute of Technology
ROORKEE


 JFE 03



02 JUN 2006

DINING HALL / KITCHEN



SCHEDULE OF DOORS AND WINDOW

D0	DOOR	2000 X 2150	DOUBLE LEAF
D1	DOOR	1000 X 2150	SINGLE LEAF
D2	DOOR	900 X 2150	SINGLE LEAF
W	WINDOW	1800 X 1250	SILL - 900
W1	WINDOW	1800 X 1080	SILL - 900
W2	WINDOW	1770 X 1250	SILL - 900
V	VENTILATOR	1800 X 600	
V1	VENTILATOR	1770 X 600	

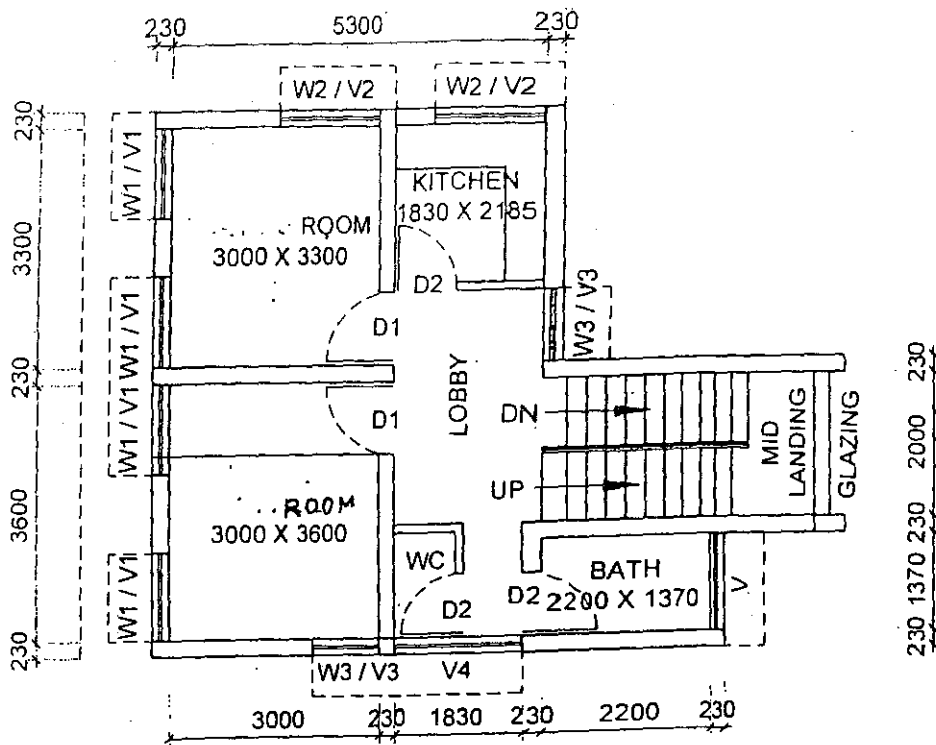
GROUND FLOOR PLAN

INSTITUTE ARCHITECT INSTITUTE ER.



14

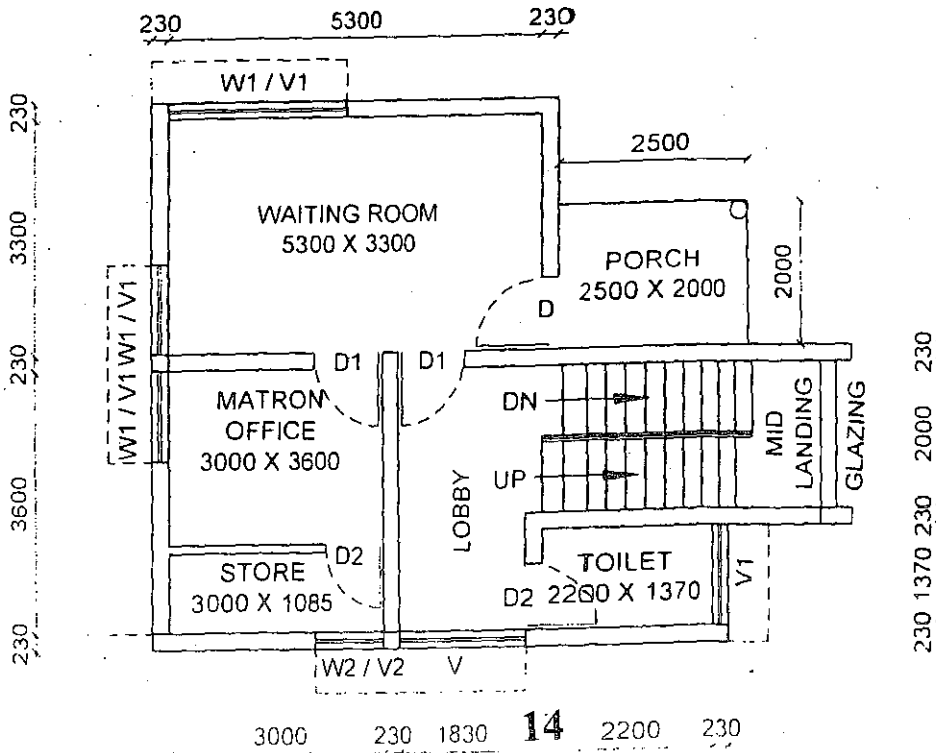
WAITING ROOM / MATRON RESIDENCE



FIRST FLOOR PLAN

SCHEDULE OF DOORS AND WINDOW

D	DOOR	1000 X 2100	SINGLE LEAF
D1	DOOR	900 X 2100	SINGLE LEAF
D2	DOOR	840 X 2100	SINGLE LEAF
W1	WINDOW	1350 X 1220	-
W2	WINDOW	1220 X 1220	-
V1	VENTILATOR	1370 X 610	-
V	VENTILATOR	1830 X 610	-

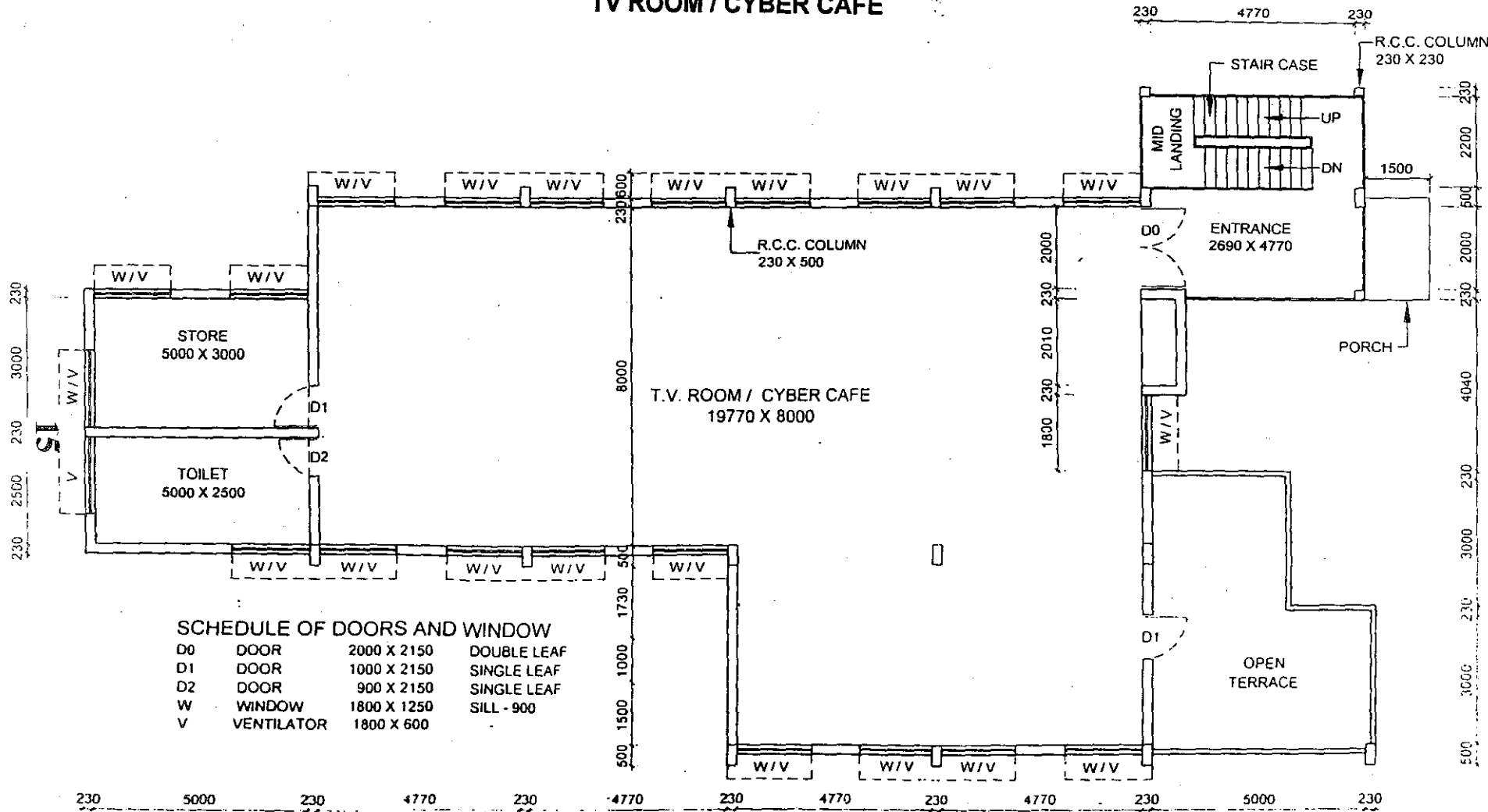


GROUND FLOOR PLAN

INSTITUTE ARCHITECT INSTITUTE ER.

Handwritten signature

TV ROOM / CYBER CAFE



FIRST FLOOR PLAN

INSTITUTE ARCHITECT INSTITUTE ER.

