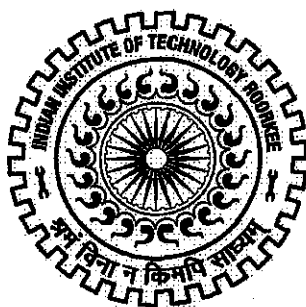


वित्त समिति
की सोलहवीं बैठक का कार्यवृत्त

**MINUTES OF THE 16TH MEETING OF THE
FINANCE COMMITTEE**

7th March 2007



भारतीय प्रौद्योगिकी संस्थान रुड़की
रुड़की - २४७ ६६७ (भारत)

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

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
ROORKEE 247 667



MINUTES OF THE 16TH MEETING OF THE FINANCE COMMITTEE
HELD ON 7TH MARCH 2007.

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INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
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Minutes of the 16th Meeting of the Finance Committee held on 7th March 2007 at 11.30 A.M. at Jaiprakash Associates Limited, Taj Expressway Project, Sector-128, Noida 201 304, Distt. Gautambudh Nagar.

The following were present:

- | | | |
|-----|---|-----------------|
| 1. | Sri Jai Prakash Gaur Ji | Chairman |
| 2. | Prof. S.C. Saxena, Director | Member |
| 3. | Sri Ravi Mathur, IAS | Member |
| | Joint Secretary (Tech), Govt. of India, MHRD | |
| 4. | Sri S.K. Ray, Financial Advisor, Govt. of India, MHRD | Member |
| 5. | Prof. S.K. Khanna, IIIT, Noida | Member |
| 6. | Prof. H. Sinvhal, IIT Roorkee | Member |
| 7. | Prof. V.K. Nangia, IIT Roorkee | Member |
| 8. | Prof. H.K. Verma, Dy Director | Special Invitee |
| 9. | Prof. Surendra Kumar, Dean (Finance & Planning) | Special Invitee |
| 10. | Lt. Col. (Retd) A.K. Srivastava, Registrar | Secretary |

The Chairman extended a hearty welcome to the members attending the 16th meeting of the Finance Committee.

The agenda was then taken up.

Item No.16.1: To confirm the minutes of the 15th Meeting of the Finance Committee held on 28th August 2006.

The minutes of the 15th meeting of the Finance Committee held on 28th August 2006, were confirmed as circulated.

Item No.16.2: To receive a report on the action taken on the decisions of the previous meeting of the Finance Committee held on 28th August 2006.

The position of action taken on the matters as reported was noted with the following observations:


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On Item No.15.9: Counting the past service rendered by the Muster-Roll/ Contract Workers towards the retirement benefits, who were regularized thereafter in the erstwhile University of Roorkee (non IIT Roorkee).

Those regularized after 1st January 2004, if any, will be governed by the new pension scheme.

On Item No.15.13: Estimate for Refurbishment work of Toilets, Students' Messes, Guest Houses and Main Building.

The Finance Committee observed that the work should be treated as important and be monitored regularly for timely completion.

Item No.16.3: Presentation by Dean Finance & Planning on utilization and proposed expenditure of Plan & Non-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.

The minutes under item No. 16.16 be referred to for this item.

Item No.16.4: To consider the preliminary estimates submitted by the CPWD and the UP Rajkiya Nirman Nigam for the construction of additional rooms in the Govind, Azad, Rajendra and Cautley Bhawans.

The Finance Committee recommended that the work for the construction of additional rooms in the Govind, Azad, Rajendra and Cautley Bhawans, respectively, be awarded to the U.P. Rajkiya Nirman Nigam at a cost of Rs.483.59 lacs, as per the details given below on the basis of the estimates submitted by it:



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Sl. No.	Name of work	Cost of work (Rs. in lacs)
1.	Construction of additional rooms in the Govind Bhawan Hostel Building with the provision of Toilets, Corridor, R.C.C. framed structure up to 3 rd storey.	83.58
2.	Construction of additional rooms in the Azad Bhawan Hostel Building with the provision of Toilets, Corridor, R.C.C. framed structure up to 4 th storey.	134.92
3.	Construction of additional rooms in the Rajendra Bhawan Hostel Building with the provision of Toilets, Corridor, R.C.C. framed structure up to 4 th storey.	61.40
4.	Construction of additional rooms in the Cautley Bhawan Hostel Building with the provision of Toilets, Corridor, R.C.C. framed structure up to 4 th storey.	203.69
TOTAL		483.59

In view of the urgency of completing the works, the Finance Committee decided that action on commencing these works should be initiated immediately, without waiting for confirmation of the minutes.

Item No.16.5: To consider the preliminary estimates submitted by the CPWD and the UP Rajkiya Nirman Nigam for the construction of an Overhead Water Tank of 500 Kilo liters capacity.

The Finance Committee recommended that the work for the construction of an Overhead Water Tank of 500 Kilo-liters capacity be awarded to the U.P. Rajkiya Nirman Nigam at a cost of Rs.66.79 lacs as per the estimate submitted by it.

In view of the urgent requirement of additional water in the Institute, action to start the work should

commence immediately, without waiting for confirmation of the minutes.

Item No.16.6: To consider the preliminary estimates submitted by the U.P. Rajkiya Nirman Nigam for:

- (1) Construction of the 3rd floor on the existing Mess Workers residences in Govind Puri (10 residences).
- (2) Construction of one additional room with toilet in 44 residences in Vikas Nagar and Niti Nagar, respectively.
- (3) Providing vitrified tile flooring in the 45 rooms of Khosla International House.
- (4) Water proofing and providing unglazed tile terracing on the roof of the Main Building.
- (5) Construction of 9 additional suites in the M.R. Chopra Bhawan.

The Finance Committee recommended that the above works be awarded to the U.P. Rajkiya Nirman Nigam at a cost of Rs.196.58 lacs as under on the basis of the estimates submitted by it:

Sl. No.	Name of work	Cost (Rs. in lacs)
1.	Construction of the 3 rd floor on the existing Mess Workers residences in Govind Puri (10 residences).	25.21
2.	Construction of one additional room with toilet in 44 Nos. A-1/A-2 Category residences in Vikas Nagar and Niti Nagar, respectively.	80.76
3.	Providing vitrified tile flooring over existing cement concrete floors in 45 rooms including varandah of the Khosla International House.	15.44
4.	Water proofing and providing unglazed tile terracing on the roof of the Main Building.	44.75
5.	Construction of Nine Nos. additional suites and connecting corridor in M.R. Chopra Bhawan.	30.42
	TOTAL	196.58



In view of the urgency of completing the works, the Finance Committee decided that action on commencing these works should be initiated immediately, without waiting for confirmation of the minutes.

Item No.16.7: To consider the enhancement of Faculty Initiation Grant (Scheme-A from SRIC Fund) from the existing amount of Rs.1.00 lac to a maximum of Rs.5.00 lakhs over a period of 3 years, depending on the availability of the funds under the Scheme 'A' and simplification of procedure of award.

The Finance Committee recommended that -

- (a) Enhancement of the Faculty Initiation Grant under Scheme-A, which is funded from the SRIC Funds, be enhanced from Rs.1.00 lac to a maximum of Rs.5.00 lacs, with a provision for phasing the release of funds. The maximum period for utilisation of the grant should not exceed three years.
- (b) The simplified procedure for the sanction of grants under Scheme 'A' of the Faculty Initiation Grant Scheme, given at **Appendix 'A'** be recommended for approval.

Item No.16.8(a): To consider the extension of the tenure of one post of Laboratory Assistant (now Junior Laboratory Assistant) approved initially for one year on contract basis in the Institute Instrumentation Centre.

The Finance Committee recommended that the duration of one post of Junior Laboratory Assistant on contract basis in the Institute Instrumentation Centre, be extended for a further period of one year.

In addition, all the requests pending with the MHRD, for filling up certain posts on regular basis, be consolidated and pursued with the MHRD.

Item No.16.8(b): To consider the enhancement of the fixed emoluments of Junior Engineers, Technical Assistants and Junior Laboratory Assistants on Contract.

The Finance Committee recommended that the monthly consolidated emoluments of Junior Engineers, Technical Assistants and Junior Laboratory Assistants, on Contract, may be revised w.e.f. 7th March 2007, as under:


Sl. No.	Name of Post	Existing consolidated monthly emoluments	Revised consolidated monthly emoluments
1.	Junior Laboratory Assistants	Rs.5,000/-	Rs.6,000/-
2.	Junior Engineers and Technical Assistants	Rs.8,000/-	Rs.10,000/-

Item No.16.9: To consider the parity of Telephone Linemen with the Telephone Operators with respect to entry level pay scales and subsequent career progression as per the MRCPS.

The Finance Committee considered the matter related to the grievance regarding restoring the parity between "Telephone Operators" and "Telephone Linemen" and recommended that the issue be referred to the Ministry of Human Resource Development for consideration and approval.

Item No.16.10: To consider a proposal for implementation of the Super time scale of Rs. 22000-500-24500 for Senior Professor in the IIT.

In view of the MHRD already taking action on it, this item was withdrawn.


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Item No.16.11: To consider the extension of the post of Security Officer on Contract for the next five years.

The Finance Committee recommended that the sanction for the post of a Security Officer on Contract, be extended for a further period of five years, with effect from June 2007, and the process of selection for filling this post be started.

Item No.16.12: To consider the recommendations of the Institute Technical Committee to write off the unserviceable, stolen items of the Institute Instrumentation Centre & the Earthquake Engineering Department, respectively under Normal/Abnormal Wear & Tear.

The Finance Committee recommended that:

- (a) The proposal of the Head, Institute Instrumentation Centre to write off unserviceable (i) One Scanning Electron Microscope SEM 501 valued at Rs.9,00,000.00 fitted with manual gonimeter stage and its accessories total valued at Rs.23,53,041.00 (ii) One DSC 1500 Module Incorporating Furnace & DSC Head with its accessories valued at Rs.9,53,008.87 be approved, under Normal Wear & Tear (refer Appendix 'B').
- (b) The proposal of the Head, Earthquake Engineering Department to write off one stolen Digital Camera along with 512 MB Flash Memory Card, 2 batteries sets and a charger valued at Rs.14,872.00 be approved, under Abnormal Wear & Tear (refer Appendix 'C').

Item No.16.13: To consider filling-up the regular post of Deputy Registrar (Audit & Accounts) through fresh advertisement and appointment thereafter.

The post be advertised for filling up on regular basis.


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Item No.16.14: To report the receipt of the audit certificate with respect to the financial year 2004-2005.

The Finance Committee noted that the Audit Certificate on the accounts of the Indian Institute of Technology Roorkee in respect to the financial year 2004-05 was received from the office of the Accountant General (Audit) Uttarakhand, Dehradun on 14th February 2007, and the copies of the audited annual accounts along with the audit certificates and the report were sent to the MHRD, after the approval of the Chairman, Board of Governors, for placing the same before the both the Houses of Parliament.

The Finance Committee also recommended that the Audit Certificates for the financial year 2005-06 and also in subsequent years, should be obtained from the Office of the Accountant General (Audit), Uttarakhand, and submitted to the MHRD at an early date, after the approval of the same by the Chairman, Board of Governors.

Item No.16.15: To consider an issue of inconsistency in Mapping in MRCPS in respect of Horticulture Overseer, Head Mistry (Water Works), Senior Auto Mechanic and Assistant Foreman.

The Finance Committee considered the matter related to inconsistency in Mapping in the MRCPS in respect of Horticulture Overseer, Head Mistry (Water Works), Senior Auto Mechanic and Assistant Foreman and recommended that the issue be referred to the Ministry of Human Resource Development for removal of the inconsistency, in accordance with Clause 5 of the MRCP Scheme.

Item No.16.16: To consider the status of Plan and Non-plan for the financial year 2006-07 and also the budget proposals for Plan and Non-Plan for the financial year 2007-2008.

The Finance Committee observed that Budget Estimates (BE) for the financial year 2007-2008 should be re-casted keeping in view the total requirement of funds for all the activities that have been planned for the year including funds for


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enhancement of intake mandated under OBC reservation w.e.f. session 2007-08. Thereafter, approval of the BE should be obtained from the Chairman, Finance Committee & Board of Governors, and the same should be submitted to the MHRD for allocation/release of funds for the financial year 2007-2008.

Item No.16.17: To consider creation of a corpus of Rs. 8.00 crores for a post-retirement medical benefit scheme for the employees of IIT Roorkee.

The Finance Committee recommended that the MEDIFARE scheme for post-retirement medical benefits for those employees of IIT Roorkee who had retired on or after 21st September 2001, as given at **Appendix 'D'**, and the setting aside of a corpus of Rs. 8.00 crores out of the IDF, for its implementation, be considered for approval by the Board of Governors.

Item No.16.18: To consider the payment of Non-Productivity Linked Bonus to the employees who are in the promotional pay scale of Rs. 6500-10500 or Rs.7450-11500 or Rs. 7500-12000.

The Finance Committee recommended that the issue of payment of Bonus to the employees, who are in the promotional pay scales of Rs. 6500-10500/ Rs.7450-11500/Rs.7500-12000, be considered for approval as under:


- (a) Any employee who was recruited in a pay scale lower than Rs.6500-10500 and was granted the pay scale of Rs.6500-10500, **through the personal promotion scheme only**, would be eligible for payment of Non-Productivity Linked Bonus, provided that the concerned employee was not placed in the pay scale of Rs.6500-10500 without completion of a minimum of 12 years of service in the lower pay scale.
- (b) Any employee, who was recruited in a pay scale lower than Rs.7450-11500 and was granted the pay scale of either Rs.7450-11500 or Rs.7500-12000, **through the personal promotion**

scheme only, would be eligible for payment of Non-Productivity Linked Bonus, provided that the concerned employee was not placed in the pay scale of Rs.7450-11500 or Rs.7500-12000 without completion of a minimum of 24 years of service in the lower pay scale.

Item No.16.19: To purchase a Bus for the use of students of Saharanpur Campus.

The Finance Committee recommended that the proposal for purchasing a 30-35 seated bus for the use of students of the Saharanpur Campus out of the Plan Grant costing approximately Rs.10.00 lacs be recommended for approval of the Board of Governors.

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


03 APR 2007

GUIDELINES FOR THE SANCTION OF GRANT UNDER FACULTY INITIATION GRANT-SCHEME 'A'

1. The grant of a maximum amount of **Rs. 5.00 lacs** may be sanctioned to the new faculty member for developing his/her research infrastructure over a period of **three years**. The new faculty member must apply for this grant within **one year** from the date of his/her joining the Institute under funding for this grant which will be met from **SRIC Fund**.
2. The faculty member will submit a research proposal on a format prescribed by the office of the Dean, SRIC [including phase-wise budget for the three years] and submit it to the office of the Dean (SRIC) through the respective **Head of the Department/Centre**, who, **alongwith the proposal**, will also recommend the name of **departmental expert** who may assess it.
3. The proposal will be considered by the following **Expert Committee** consisting of:
13
 - (i) Dean (SRIC) .. **Chairman**
 - (ii) **One expert from the concerned** .. **Member**
Department/Centre
 - (iii) **One expert from outside the Department/** .. **Member**
Centre but within the Institute
 - (iv) **Head of the concerned Department/Centre** .. **Member**
4. The recommendation of the Expert Committee will be submitted to the Director for his approval.
5. The grant will be utilized for the purchase of laboratory equipment, consumables & software and for technical visits only, and the **release of grant** will be on yearly basis.
6. **Yearly progress report** will be submitted by the concerned faculty member to the office of Dean (SRIC) through his/her respective Head of the Department/Centre **before the release of grant for the next year** and this report will be put up to a Monitoring Committee.

REPORT FOR WRITING OFF OF STORES LOST OR RENDERED UNSERVICEABLE

Date of Verification

Department Institute Instrumentation Centre (IIC) Name and Designation of the Custodian of Stores: Sh. Rajeev Juyal

Sr No.	Particulars items No. of Stock Register	Description	Book Value Qty.	Rate (Rs.)	Amount (Rs.)	Date of Purchase	Prescribed estimated life	Yearly Rate of Depreciation	Depreciated Cost of the Material (in Rs.)	Reason	Action Proposed	Remark
1	2	3	4	5	6	7	8	9	10	11	12	13
6.	1/68/277, 2/6 (SEM)	SEM 501 Scanning Electron Microscope fitted with manual goniometer stage with following accessories:					10 yrs.	10%		-do-	-do-	
7.	(a)	120X90 mm photomonitor with automatic control for brightness -	One				10 yrs.	10%		-do-	-do-	
8.	(b)	180X135 display monitor	One				10 yrs.	10%		-do-	-do-	
9.	(c)	Video scope including stepped gray scale generator	One	23,53,041.00	Rs.9,00,000 (approx.)	14.02.79	10 yrs.	10%	500=00	-do-	-do-	
10.	(d)	Scintillation Photomultiplier	One	Including TEM, approx. cost of SEM is 9,00,000			10 yrs.	10%		-do-	-do-	
11.	(e)	Bulk specimen holder PW 6731/00	One				10 yrs.	10%		-do-	-do-	
12.	(f)	Box for 20 specimen stub No. PW 6355/00	One				10 yrs.	10%		-do-	-do-	
13.	(g)	Steinheil Mu camera system	One				10 yrs.	10%		-do-	-do-	
14.	(h)	Adopter for Steinheil Mu Camera System	One				20 yrs.	10%		-do-	-do-	
15.	(i)	Zephyr ZEM IBS No. 91X15D 26-8	One				10 yrs.	10%		-do-	-do-	
24.	2/27/446 (ai), 6/2 (DTA)	DSC 1500 Module Incorporating Furnace & DSC Head	One				5 yrs.	10%		-do-	-do-	
25.	2/27/446 (aii), 7/2 (DTA)	DSC Lineariser	One				10 yrs.	10%		-do-	-do-	
26.	2/27/446 (aiii), 8/2 (DTA)	DC Amplifier	One				10 yrs.	10%		-do-	-do-	
27.	2/27/446 (aiv), 9/2 (DTA)	Universal Temperature Programmer	One	953008.87	953008.87	03.10.1988	5 yrs.	10%	400.00	-do-	-do-	
28.	2/27/446 (bi), 10/2 (DTA)	Basic STA 780 module incorporating furnace of 150° C	One				10 yrs.	10%		-do-	-do-	
29.	2/27/446 (bii), 11/2 (DTA)	Balance control Unit with DTG	One				10 yrs.	10%		-do-	-do-	
30.	2/27/446 (biii), 12/3 (DTA)	4 Pen Flat Bed Recorder	One				5 yrs.	10%		-do-	-do-	

Rs.20,23,600.00

Total Rs. 2709.25

Item No. FC/16.12

Head, IIC

DEPARTMENT OF EARTHQUAKE ENGINEERING
INDIAN INSTITUTE OF TECHNOLOGY, ROORKEE

No. EQD/PRC11/46

Dated: Nov. 17, 2005
21Dean AdministrationSub: Theft of Digital Camera along with 512 MB Flash Memory Card, 2 battery sets and charger- Request to write off the items.

A meeting of the Department Professorial Committee was held on Nov. 16, 2005 in which letter of Dr. Y. Singh, Asstt. Professor EQD regarding theft of Digital Camera along with 512 MB Flash Memory Card, 2 battery sets and charger while on visit to NORSAR, Norway was considered.

The resolution of Department Professorial Committee is re-produced hereunder:

PRC/19/2005/3

Considered the letter of Dr. Y. Singh, Asstt. Professor regarding theft of Digital Camera along with 512 MB Flash Memory Card, 2 battery sets and charger while on visit to NORSAR, Norway.

RESOLVED to recommend the case to Dean Administration for writing off the same.

Letter of Dr. Y. Singh, Asstt. Professor, EQD along with its enclosures is enclosed herewith for further necessary action at your end.

D. Paul
(Dr. D.K. Paul)
Prof. & Head

Encl: As above.

The Director

may kindly consider the recommendation of the Professorial committee and decide if any other procedure may be necessary before following the recommendation.

The Director

Sir,

As per G.F.R. Rule 124 and Govt. of India's decision no. 2 (11), on such cases where the stores are missing (as in the case of fire, theft etc) that form sanction for write off of losses will be necessary (copy enclosed at flag (A))

Dean (Adm)

P. Prasad
Asstt. Registrar
(A/c & Audit)

The Registrar

For n. a. pt.

S. K. Kumar
24/11/05

03/1/06

PTC

DIRECT-13

13. की गई कार्यवाही : चूंकि उक्त रिपोर्ट मद संख्या 2 पर उल्लिखित धाराओं के अनुसार हुए अपराधों को उजागर करती है :

Action taken : Since the above report reveals commission of offence(s) w/s as mentioned at Item No. 2 :

- (1) मामले को दर्ज किया तथा खानचीन शुरू कर दी
Registered the case and took up the investigation or
- (2) नाम मि. सी. एच. नं. 3/12/1904 की आई. एल. नं. 28790/78 का जांच आरम्भ करने का निर्देश दिया/जांच सौंपी गयी।
Directed/Entrusted (Name of I.O.) Rank No. P.I.S. No. to take up the investigation or
- (3) जांच/अन्वेषण करने के लिए इंकार कर दिया क्योंकि
Refused investigation due to of
- (4) क्षेत्राधिकार वाले थाने निम्ना को हस्तान्तरित कर दिया गया।
Transferred to P.S. District on point of Jurisdiction.

प्रथम सूचना रिपोर्ट शिकायतकर्ता/सूचनाकार को पढ़कर सुनाई गई उसने ठीक माना कि इसे सही-सही दर्ज किया गया है और इसकी एक प्रति शिकायतकर्ता/सूचनाकार को निशुल्क दी गई।

F.I.R. read over to the complainant/informant, admitted to be correctly recorded and a copy given to the complainant/informant, free of cost.

Rame Dhuss

थाना प्रभारी/कर्तव्य अधिकारी के हस्ताक्षर
Singnature of Officer in charge/Duty Officer, Police Station

R.O.A.C.

नाम Rame Dhuss
Name

रैंक H.C. संख्या 51/12/1904
Rank No.

(फाइलिंग सं.) 29730682
(PIS No.)

14. शिकायतकर्ता/सूचनाकार के हस्ताक्षर/निशान अंगूठा
Signature/Thumb impression of the complainant/informant.

15. न्यायालय को भेजने की तिथि व समय By 21/12
Date and time of despatch to the court

3-32/ACP/Delhi/02



03 APR 2007

(1) [REDACTED]

(S) [REDACTED]

No Delay

9-05-91, गाम गाँव नं. 1242891
 औरंगाबाद जिल्हा २५५५ कि. मी. नं.
 नं. 600 A.O.K., 63 U.K. गाँव

प्रति निवेदन है कि 85,000/रु.

12. प्रत्येक सूचना रिपोर्ट (यदि आवश्यक हो, तो अलग से पृष्ठ लगाइए) : 8 जुन 2005, 00:10:21
F.I.R. contents (Attach separate sheet, if required) :

F.I.R. contents (Attach separate sheet, if required):

1. पं. 1242891(2) दिल्ली-ओरंगा दिल्ली रंग रिपोर्ट में 098514
 541325(3) रंग डिजिटल कैमरा 512 MB कार्ड में सोफ(4) 600 नॉर्वे.
 01/31 - प्र. टी.नरेंद्र हॉर लो आई.आई.टी. 2. डी.डी. - 247667 फोन-01332-285042
 285534(Off) 8 जून 2005 00:10 को कलकत्ता 098972118751

किताब संख्या 12435
Book No.

1. जिला District: Cyrom & P.S. थाना Station: N.D.L.S वर्ष Year: १९८५ प्र.सं.दि. सं. प्र.सं.दि. सं.: २११/८५ तिथि Date: ३/११/८५

2. (I) अधिनियम Act: IPC धाराएं Section: 377

(II) अधिनियम Act: धाराएं Section:

(III) अधिनियम Act: धाराएं Section:

(IV) अन्य अधिनियम एवं धाराएं Other Acts & Sections:

3. (क) अपराध घटित होने का दिन Occurrence of offence Day: ३-६-८५ तिथि से Date from: ७-६-८५ तिथि तक Date to: ७-६-८५

(ख) समय अवधि Time Period: ११:३० PM - १२:३० AM समय से Time from: ११:३० PM समय तक Time to: १२:३० PM

(ग) थाने में सूचना प्राप्त हुई Information received at P.S.: दिनांक Date: ८-६-८५ समय Time: १२:१० AM

(घ) सामान्य डायरी संदर्भ : प्रविष्टि संख्या General Diary Reference : Entry No. D.D.N. २४ P.S. N.D.L.S समय Time: १२:१० AM

4. सूचना का प्रकार : लिखित/मुखिक Type of Information: Written/Oral

5. घटित होने का स्थान : (क) थाने से कितने एवं से दिया Place of Occurrence : (a) Direction and distance from P.S. उत्तरी सीमा पर गस्त संख्या Beat No. ३३३

(ब) पता Address: पु.स. नं. ३३३, का.पा.ल.प. ३ गा. ३३३, उत्तर सीमा पर N.D.L.S

(ग) यदि इस थाने की सीमा से बाहर हो, तो In case, outside the limit of this Police Station, then

(घ) थाने का नाम Name of P.S. जिला District: मुंबई

6. शिकायतकर्ता/सूचनाकार Complainant/Informant:

(क) नाम Name: श्री. रमेश चंद्र सिंह

(ख) पिता/पति का नाम Father's/Husband's Name: श्री. राम लाल सिंह

(ग) जन्मतिथि/जन्म वर्ष Date/Year of Birth: १८/४/१९६८ (घ) राष्ट्रियता Nationality: भारतीय

(ङ) पारंपरिक संख्या Passport No. E-१२४२८९९ जारी होने की तिथि Date of Issue: जारी होने का स्थान Place of Issue:

(च) व्यवसाय Occupation: आई. आई. टी. स्कूल टीचर

(छ) पता Address: १५०/३१, वृ. टी. रा. हाउस

(ज) टेलीफोन नं. Tel No. ०१३३२-२८५०५२ (P.O.) २८५५३५ (H.O.) २९८९७२४८७५

1-32/DCP/Delhi/02

03 APR 2007

29/05.....Date 8-6-05..... U/S 379 IR.....

M.V. No..... District....., Delhi.

UNTRACE REPORT

Shri..... मागी-42 रिट

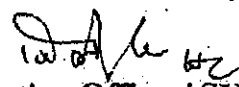
S/o Shri..... राम चान सिंह

R/o H.No... 150/21.....
-22 चरबे हाथ का
कहि आदि हो रहनी

Sir,

This is to inform you that inspite of our best efforts there is no clue about culprits & stolen property in this case mentioned above. The case has been sent as untraced on 14-7-05.....

In future, if any clue come to light/notice in the case the same will be reopened for further investigation. The untrace report is also attached for your kind information.


Investigating Officer/ SHO
Police Station NDLS.


03 APR 2007

23/01

[TC meeting may please be called
to discuss the above matter :]

Prof G.I. Prajapati E&C Dept

Prof S.K. Verma E&C Dept.

Satya Anand
28/06/06

Reference above orders a fair
letter is put up for signatures please.

19/01/06 M.V. Singh
21/01/06

Pr

AR

भा.प्रौ.सं./IITR/संख्या/No.....

टिप्पणियाँ एवं आदेश
Notes and Order

Considering the case of stolen Digital camera of which
depreciated cost is Rs.10,000/- only under abnormal & wear
and tear class it is recommended for write-off as
FIR & investigation report have been submitted.

17/11/06

G.I. Prajapati
17/01/07

Satya Anand
17/01/07

09 APR 2007

**SCHEME FOR
MEDICAL FACILITIES TO THE EMPLOYEES OF THE
INSTITUTE AFTER THEIR RETIREMENT**

I. PREAMBLE

The retired employees of the Indian Institute of Technology Roorkee (IITR) shall have a Composite Medical Facility available to them for OPD treatment and hospitalization, as described below, irrespective of the place where they get settled after their retirement:

A. OPD Facilities: All OPD medical facilities, described under "Medical Attendance, Treatment and Reimbursement" (MATR) Rules in accordance with the Statutes 27 [sub-statute 1 (b)] and 14 [sub-statute 12] of IITR, as approved by the Board of Governors (BOG) from time to time for serving employees, are available to the retired employees and their spouses.

B. MEDIFARE Scheme: A scheme called the "Medical Facilities after Retirement of the Employees", and hereinafter referred to as MEDIFARE, will be a part of the service conditions of the regular employees. All employees will thus join the scheme on joining the Institute on permanent basis and will continue in it till their retirement and thereafter unless withdrawal option under the appropriate Clauses III.12 and III.13(b) is exercised. All serving permanent employees of the Institute on the date of adoption of the scheme by the BOG and those who were on rolls of the Institute on the 21st September 2001, either as regular employees of the Institute or on re-employment after superannuation, will be entitled to join the scheme on exercising an option in this regard within six months of adoption of the scheme by the BOG. All eligible employees who join the scheme will hereinafter be referred to as "members". The Scheme will be available to the Member, his/her spouse (referred to as the Associate Member), and dependent handicapped children only.

The coverage under the MEDIFARE Scheme will be only for hospitalization in recognized Hospitals and Clinics, and, in such other Hospitals and Clinics to which they may be referred by the Chief Medical Officer (CMO) of IIT Roorkee Hospital or by any other Medical Officer authorized by him/her or by any hospital/clinic in which they get treatment [ref: Clauses II.1(a) and III.5]. The entitlement of treatment and reimbursement after retirement will be at par with that of employees in service in corresponding cadres as that of the retired employee at the time of retirement.


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The details of the OPD facilities are mentioned in Section II and those of the MEDIFARE Scheme in Section III. The operational aspects of the Composite Scheme and the reimbursement procedure for OPD treatment as well as hospitalization under MEDIFARE Scheme are described finally in Section IV.

II. OPD FACILITIES

1. An employee, who is a member of the MEDIFARE Scheme, may choose at the time of retirement to be covered by one of the following provisions for OPD. Such an option, once exercised, will be final and binding also on the spouse of the retiring employee. In the event of the death of such an employee during service, his/her spouse will be allowed to make this option.

- (a) The retired employees and spouses residing in Roorkee or at places other than Roorkee can get OPD treatment in IITR hospital or in any Government Hospital all over the country and in the latter case they will be reimbursed for treatment (including costs of medicines, tests, etc.) as per prevailing norms approved by the Institute from time to time for serving employees. The term 'Government Hospital' would include any Central/State Government hospital and also hospitals of Government Departments such as Railways, Department of Atomic Energy etc., as also Hospitals of the Public Sector Undertakings. However, in case of treatment in any other private hospital/clinic (whether recognized by the Institute, as described in Clause III.4, or not), the reimbursement will be as per norms applicable to the serving employees.

It may be mentioned here that the above statement regarding various kinds of hospitals does not imply that such hospitals have agreed to provide facilities to IITR employees and further that the Institute does not undertake to negotiate in this matter.

- (b) A retired employee not opting for the above provision would draw medical allowance which will be Rs. 200/- per month. After the death of such an employee, the allowance will be available to his/her spouse life long.
2. If the spouse of the staff member is employed in a State/Central Govt./ another autonomous/Corporate body, the IITR employee can choose to avail the OPD facilities either from

the MEDIFARE Scheme or from the spouse's employer, by declaring the same through a joint communiqué.

III. MEDIFARE SCHEME

1. A monthly subscription is to be paid by all members of the MEDIFARE, at a rate based on their service categories, which at present is as indicated below :

A. Faculty, equivalent academic staff and Group 'A' employee	Rs. 150/-
B. Group 'B' employees	Rs. 100/-
C. Group 'C' employees	Rs. 70/-
D. Group 'D' employees	Rs. 40/-

The subscription will be payable for a period of 20 years effected through the monthly salary bill and will be recoverable during the period of duty, suspension and leave.

2. A ceiling of the total amount of cumulative reimbursement (including direct payments made by the Institute to any Hospital for this purpose) for hospitalization that may be made to an employee, his/her spouse and the handicapped dependent children during their lifetime will be prescribed, which at present will be as follows:

Category A	:	Rs 12.00 Lakhs
Category B	:	Rs. 9.00 Lakhs
Category C	:	Rs. 7.00 Lakhs
Category D	:	Rs. 6.00 Lakhs

These categories A-D correspond respectively to the four categories defined in Clause III.1 for the purpose of subscription and the above mentioned ceilings will be exclusive of reimbursements for OPD prescribed in Clause II.1.

3. The subscription rates [Clause III.1], ceilings [Clause III.2] and monthly medical allowance [Clause II.1(b)] will be reviewed by the every three years or earlier, as may be decided by the Director on the advice of the Hospital Advisory Committee. The MEDIFARE Committee may include among others the representatives of the Faculty Forum as well as the Non-teaching Employees Association(s) and will be appointed by the BOG. The Committee

will take into consideration any substantial changes in the pay structure, cost of treatment and other relevant issues.

Note:- If the subscription rate is enhanced at any point of time, the increase shall apply on the installments due, except relief under the Clauses 14 (b) and (c), and not on those already paid. However, the increased benefit shall be available to all.

4. The Institute will recognize hospitals/ clinics/ nursing homes in major cities and towns all over the country where the members may avail hospitalization facilities. The list may get updated by the MEDIFARE Committee whenever required. The amount of reimbursement for treatment in such cases will not exceed the amount admissible to a member as provided in Clause III.2.
5. In case of medical emergency, the rules as applicable to the serving employees shall apply also to the MEDIFARE members but with the limits as given in Clause III.2.
6. In non-emergency cases, when advised hospitalization by the hospitals mentioned in Clauses II.1(a) and III.5, the members will send photocopies of records of the case to the MEDIFARE Cell [ref: Clause IV (b)] for information and record.
7. The subscription for the serving employees at the time of adoption of the Scheme will be payable from a common date to be notified by the Institute. Those employees who opt not to join the Scheme within six months period mentioned in Section 1 may be permitted to join the same on any date till superannuation after paying all the arrears of subscription from the said common date along with 10% interest compounded half-yearly.
8. Any eligible member who has already retired on the date of adoption of the Scheme or would be retiring before paying the monthly subscription for 20 years will be required to pay a lump sum amount equal to 20-years subscription minus the amount already paid by him/her. If desired by the member, the lump sum contribution may be allowed to be paid in 4 equal installments over a period of one year from a common date mentioned in Clause III.7. However, if a retired employee exercises his/her option for payments in installments, the facilities under the MEDIFARE Scheme shall be available to him/her only from the next date of the payment of the final installment.

9. The Scheme will be available also to the employees who would join IIT Roorkee in future but would be serving the Institute for less than 20 years, provided he/she opts for the Scheme within six months of joining the Institute and pays the shortfall amount to make the total contribution equivalent to 20-years subscription. He/she may be allowed to pay the shortfall amount in 4 equal installments within one year.
10. If both husband and wife are employed in IIT Roorkee, either of them can choose to join the Scheme. The entitlement of reimbursement will be as per the entitlement of the contributing member.
11. If the spouse of the staff member is employed in a State/ Central Govt./ another autonomous/Corporate body, the IITR employee can choose to avail the hospitalization facilities either under the MEDIFARE Scheme of the Institute or from the spouse's employer, by declaring the same through a joint communiqué.
12. A member may opt to leave the Scheme at the time of retirement or resignation from the Institute by taking refund of the principal amount standing in his/her account. Once a member leaves the Scheme, he/she will not be permitted to rejoin the same except when he/she rejoins the Institute as a regular employee.
13. If a member dies during service, his/her spouse (or the handicapped children in case the spouse would have expired already) will have the following options available:
 - (a) To opt out of the Scheme and to take refund of the principal amount standing in the MEDIFARE account of the deceased employee.
 - (b) To continue in the Scheme and to make the payment of the monthly subscription, if due, for the remaining period.
 - (c) To continue in the Scheme by making a payment of the lump sum amount equal to 20-years subscription minus the amount already paid by the deceased employee. This option will give the spouse or the handicapped children, whichever the case may be, further choice in respect of the date from which he/she can avail the MEDIFARE facilities :
 - (i) After the date of the payment of the lump sum amount, or
 - (ii) After the date on which the deceased employee would have retired.


Note:- Any increase in the subscription rates as per Clause III.4 shall not be applied in (b) or (c) but the increased benefits shall be made available to the surviving beneficiary of the deceased family.

14. No refund of the subscribed amount will be permissible under any circumstances other than those mentioned in Clauses III.13 and III.14 (a).

IV. OPERATIONAL ASPECTS

- (a) The Institute will maintain a separate account for every member of the Scheme in the manner in which the Provident Fund accounts are maintained and the corresponding Account Number of the Scheme may serve also as the MEDIFARE Membership Number of the employee.
- (b) There will be a separate MEDIFARE Cell in the Institute to look after the Composite Medical Facilities. All reimbursement claims, whether for OPD treatment or under the MEDIFARE Scheme, will have to be sent to the MEDIFARE Cell which will acknowledge the same and an acknowledgement card having relevant information may be used for this purpose. The Cell will ensure that the claims are processed at the earliest and objections, if any, are communicated to the claimant within two weeks of the receipt of bills.
- (c) The spouse will do the correspondence in case the ex-employee is deceased and the eldest handicapped child will do the correspondence if the spouse is also deceased.
- (d) The Acknowledgement Card mentioned above should contain the following information:
 - 1. Name of the Member :
 - 2. Name of the Patient :
 - 3. Ex-Employment No. :
 - 4. MEDIFARE Membership No. :
 - 5. Total amount of bills :
 - 6. Number of enclosures :
 - 7. Date of receipt of bills :

The information 1-6 in the card will have to be filled by the person doing the correspondence while the information 7 will be filled by the MEDIFARE Cell.



01 APR 2007