



National Institute of Technology Rourkela – 769 008 (Orissa)

Minutes of the 4th meeting of Finance Committee held in the Conference Room of Hotel Hyatt Regency, New Delhi on 12.08.2004 (Thursday) at 6.15 P.M.

Dr. B Panda, Chairman, Board of Governors and Finance Committee chaired the meeting. The following members attended the meeting.

Members present:

- | | |
|----------------------------|-----------------------|
| 1. Dr. Bansidhar Panda | Chairman |
| 2. Mr. R C Gaba | Member |
| 3. Prof. B.K. Rath | Member |
| 4. Prof. Sunil Kr. Sarangi | Member |
| 5. Mr. S.K. Upadhyay | Registrar & Secretary |

F.C. 4 (2004)- 1: Welcome to the members by the Chairman.

Chairman welcomed all the members present.

F.C. 4 (2004)- 2: Confirmation of the minutes of the 3rd Meeting held at the Board Room of IMFA Group, IMFA Building, Bomikhal, Bhubaneswar on 14.02.2004.

The Minutes of the 3rd meeting of F.C.3 held in Bhubaneswar on 14.02.2004 were confirmed.

F.C.4 (2004)-3 : Discussion on matters arising out of the 3rd Meeting of the Finance Committee.

The actions taken against the minutes of F.C.3 were discussed in detail and noted.

F.C.4 (2004)-4 : a) To consider and approve un-audited Financial Account for the Financial Year 2003- 04. (Annexure – A1)

The un-audited financial account for the financial year 2003 – 04 was recommended to BOG for approval and onward transmission to Central AG for Audit with the following observations of the Ministry.

1. Decrease in fees collection compared to the previous year.
2. Administrative expenditure increased
3. Deficit is lower as compared to the previous year.

b) To Discuss Funds allocation by MHRD (both Plan and Non-Plan) for the Financial Year 2004- 2005. (Annexure – A2)

Allocation of funds under both Plan & Non-Plan heads was discussed. The Committee noted that the allocation under non-plan head is well below last year's expenditures. Director was advised to write to MHRD requesting the required funds.

F.C.-4(2004)-5: a) Rationalization of scales of pay of non-teaching employees of National Institute of Technology, Rourkela against the letter of MHRD, Government of India, No.F.20-46/20030TS-III (pt. IV) dt. 7th June 2004. A scheme for conversion of R.E.C. scales to corresponding Government of India Scales is put up for kind approval of the Finance Committee. (Annexure – A3)

Rationalization of Scales as given in Annexure- A.3 was discussed and accepted in principle and to be implemented after due concurrence of MHRD. On the subject of pay fixation in the new rationalized scale, it was decided that in the scale of 1800-3000 (SL No 7), where there is substantial fall in the rate of increment, there should not be fall in salary till April 1, 2007. To ensure this criterion, if necessary, an additional increment may be given.

b) To consider the introduction of Assured Career Progression Scheme of the Government of India as per revised scales vide letter No.F.20-46/2003-TS-III dated November 9, 2003 and subsequent clarification dated April 6, 2004 with effect from March 1, 2004.

Implementation of A.C.P. Scheme with effect from 1.3.2004 was considered and approved. (Annexure – A4)

c) Merger of 50% DA / DR. To discuss the merger of 50% DA & DR with basic pay and basic pension w.e.f. 01.04.2004 as per Ministry Circular No. F-20-38/2003-TS-III dt.11.6.2004 and to consider the financial implications. (Annexure – A5)

Merger of 50% DA/DR was discussed and approved in principle. Registrar is advised to implement it after due concurrence of MHRD.

F.C.-4(2004)-6 : To consider the Government of India Pension Scheme with the following features.

(a) Calculation of pension taking into consideration of average 10 months pay for fixation of pension on the day of retirement.

(b) The date of implementation of scheme at NIT Rourkela will be w.e.f. April 1, 2003, the day of conversion to NIT with full funding by Government of India.

(c) The commutation value may be paid to pensioners @40% instead of 1/3rd as paid earlier.

(d) Restoration of full pension will be done after completion of 15 years instead of 12 years.

(e) Retirement Gratuity will be paid up to a maximum of Rs.3.5 lakhs maximum instead of Rs.2.5 Lakh as done earlier.

(f) Implementation of New Pension Scheme for the employees recruited in this Institute after 1.1.2004 shall be covered under the new rule as per letter received from Govt. of India, MHRD, Dept of Secondary and Higher Education vide No.F.20-46/2003-TS-III dt.9.6.2004. Accordingly the monthly contribution would be 10% of the salary (basic pay and DA) and equal match by the MHRD. However, there will be no contribution from the Govt. in respect of individuals who are not Institute employees. The contributions and investment returns would be deposited in a non-withdrawal Pension tier – I account. The existing provisions of defined benefit pension and GPF would not be available to the new recruits of Institute.

Implementation of new pension scheme was approved as per Government of India directive vide **(Annexure – A6)**.

F.C.-4(2004)-7 : To approve the Fee to be charged by the Institute from Foreign Nationals/ NRIs /PIOs Classification.

Fee for the Foreign Nationals (NRIs)/ PIOS of this Institute for the academic session 2004-05 against MHRD letter No.F.20-34/2004-TS-III dt.24.6.2004 to be charged @ enhance rate. If the present fee charged from any category of foreign students including those nominated by ICCR / MEA as well as Non-Resident Indian (NRIs) & Persons of Indian Origin (PIOs) etc. is more than the fee prescribed under DASA, then the fee to be charged from such students shall be restricted to the level of DASA. However, those NITs which are presently charging Nepalese students as well as MEA/ ICCR sponsored foreign students at the same rate as Indian students shall continue to charge the same fee.

So far as students admitted under the scheme of Direct Admission of students Abroad (DASA) are concerned, all such students – whether new or old – shall be charged uniformly @US \$ 2000 per annum for South Asian Association for Regional Cooperation (SAARC) countries and @ US \$ 4000 per annum for non-SAARC countries as approved vide letter No.F.21-2/2001-TS-1 dated 9th July, 2003 and circulated by Ed.CIL by NIT, Rourkela to all NITs. This would be effective from the academic session 2004 – 2005 onwards.

The proposed fees to be charged by NIT from Foreign National/ NRIS/ PIOS were discussed and approved. The fee to be charged to foreign students shall be as per Government of India guidelines given in **(Annexure – A7)**.

F.C.-4(2004)-8 : To approve a policy regarding award of two increments to faculty members on obtaining a Ph.D. Degree as per Ministry Circular No.F20-7/2004-TS-III dt.16.06.2004).

It was approved that as per directives of MHRD [Annexure-A8] two increments will be awarded for obtaining Ph.D. degree at lecturer and senior lecturer levels only. The benefit will not be made available to those who obtain Ph.D. degree at the level of Professor, Assistant Professor or Lecturer(SG). Accordingly the increments already awarded conditionally after 1.4.2004 for obtaining Ph.D. degree other than lecturer or senior lecturer level will be withdrawn. Increments awarded in 2002 or earlier as per norms followed at that time need not be re-examined.

F.C.-4(2004)-9 : To decide whether security personnel will continue to receive one month's salary per year which they were awarded ex-gratia vide R.E.C. BOG resolution No.56 and 68, 1979 & 1985 for their extra duties in Vacations and Sundays through the arduous nature of their duties. With introduction of 5 day week, the extra duty is not there, but is arduous. The FC may consider a suitable compensation.(Copy of earlier BOG resolution enclosed).

In view of introduction of 5 day week uniformly for all staff including security personnel, it was decided to discontinue with the existing system of giving additional one months salary per year to the Security personnel. In case of security inspector, whose services are necessary throughout the week, it was decided that a suitable honorarium may be worked out by the Director.

F.C.-4(2004)-10 : To approve post facto payment of CCA, HRA non-practicing allowance (to Doctors) as per Central Government rules. Directive of the MHRD. The Government of Orissa was paying 10 % as HRA while the central Government rules provide 7.5 %for Class C City. To consider the hardship to the employees resulting out of the decrease of HRA.

It was decided that CCA, HRA and Non-practicing allowance to Doctors (the last one) will be given as per central Govt rules. The request for enhanced HRA at Government of Orissa rate was not acceded to.

F.C.-4(2004)-11 : To adopt Incentive for promoting small family norms, the special increment in the form of "Family Planning Allowance" is admissible to the employees as stipulated under FR-27(10).

It was decided to adopt incentive for promoting small family norms as stipulated under FR-27(10) of the Government of India.

F.C.-4(2004)-12 : Supply of Liveries , Shoes and Socks to Institute Class-III & Class – IV Employees.

In the past, REC employees have been supplied liveries, shoes & socks and towels as per approval by the BOG of R.E.C. from time to time. At present many other employees such as Draughtsmen and other Technical Assistants are demanding supply of shoes

and socks for them, which they will use while performing official duties. In view of the above the Finance Committee may consider to extend such facilities for other staff members with proper recommendation & requirements. List of employees to whom the liveries were being supplied is enclosed.

It was decided to follow the system of supply of Liveries, Shoes and Socks etc. as per central Government guidelines for institutions similar to NIT. Registrar was advised to obtain the guidelines from MHRD and implement.

F.C.4 (2004)-13 : Enhancement of Annual Grants of various of Clubs.

For the welfare of the Institute Employees, three clubs namely:

- i. Staff Club (for teaching & administrative staff),**
- ii. RENGCOL CLUB (for Non-Teaching staff) &**
- iii. HARIBANDHU CLUB (for Class-IV staff)**

have been established within the premises of the Institute. The clubs arrange Annual Picnic & get together for their members and celebrate various functions like Republic Day, Independence Day, Saraswati Puja, Ganesh Puja, Pana Sankranti and other social and religious functions round the year. The clubs also provide various Indoor Games, arrange competition for such Games and distribute prizes to winners. Besides the monthly subscription paid by the members, the Institute contributes annual grant of Rs.4000/- each to the above Clubs for their smooth functioning. The Secretaries of the above Clubs have requested that the Annual Grants given to the Clubs are insufficient to meet their day to day expenditure due to substantial rise in cost of market price. Hence, they have requested to enhance the Annual Grant of each Club from Rs.4000/- to Rs.8000/- from the Finance Year 2004-05.

The Finance Committee may consider the above proposal.

Enhancement of Annual Grant from Rs.4000/- to Rs.5000/- was approved and to be implemented wef 1.04.2005.

F.C.4 (2004)-14 : To evolve a policy on provision of internal and external medical facilities to various categories of employees.

The Committee considered the question of guidelines to provision of internal and external medical facilities to various categories of employees other than Institute permanent staff. Registrar was advised to obtain the CGHS guidelines from MHRD and place them in the next meeting of the Finance Committee. In the intervening period the present practice will continue.

F.C.4 (2004)-15 To Consider award of contract to M/s Larsen & Toubro Ltd. for construction of Students Hostel, Guest House and other facilities on single tender basis to ensure that the facilities are ready within the current financial year, and available for occupation by the students in July, 2005.

The Finance Committee did not agree to the proposal to award a major contract without competitive bidding. It was decided to go for limited or open tender following CVC guidelines.

F.C.4 (2004)-16 : To consider approval of funds (estimated at Rs.6.15 lakh) for construction of a Kutcha road on RSP. land skirting the NIT campus to discourage external vehicular traffic through the campus roads and improve safety. If slag ballast is available from SAIL, RSP, the cost will come down to Rs.3.9 lakh.

It was noted that slag ballast will be made available by RSP. The estimated cost of proposed Kutcha road will be Rs 3.9 lakhs plus the cost of transportation and taxes if any. The FC appreciated the urgent need of the construction of this Kutcha road for safety and security of the students and recommend it to MHRD for approval. Registrar was advised to seek the approval of MHRD before initiating construction.

[Note : Mr. R.C. Gaba, MHRD representative has subsequently confirmed our telephone that the Ministry has no objection to construction of a Kutcha road outside the campus for ensuring safety of the students.]

The meeting ended with thanks to the Chair.

(S. K. UPADHYAY)
REGISTRAR & SECRETARY
FINANCE COMMITTEE

(Dr. Bansidhar Panda)
CHAIRMAN
BOARD OF GOVERNORS

AGNEDA FOR THE 5th MEETING OF FINANCE COMMITTEE OF NATIONAL INSTITUTE OF TECHNOLOGY ROURKELA TO BE HELD AT IMFA BOARD ROOM, IMFA BUILDING, BOMIKHAL, BHUBANESWAR – 751 010, ON 12.08.2004 (THURSDAY) AT 4.00 P.M.

- F.C. 4 (2004)-1 :** Welcome to the members by the Chairman.
- F.C. 4 (2004)-2 :** Confirmation of the minutes of the 3rd Meeting held at the Board Room of IMFA Group, IMFA Building, Bomikhal, Bhubaneswar on 14.02.2004.
- F.C.4 (2004)-3 :** Discussion on matters arising out of the 3rd Meeting of the Finance Committee
- F.C.4 (2004)-4 :**
- a) To consider and approve un-audited Financial Account for the Financial Year 2003- 04. **(Annexure – A.1)**
 - b) To Discuss Funds allocation by MHRD (both Plan and Non- Plan) for the Financial Year 2004- 2005. **(Annexure – A.2)**
- F.C.-4(2004)-5:**
- a) Rationalisation of scales of pay of non-teaching employees of National Institute of Technology, Rourkela against the letter of MHRD, Government of India, No.F.20-46/20030TS-III (pt. IV) dt. 7th June 2004. A scheme for conversion of R.E.C. scales to corresponding Government of India Scales is put up for kind approval of the Finance Committee. **(Annexure – A.3)**
 - b) To consider the introduction of Assured Career Progression Scheme of the Government of India as per revised scales vide letter No.F.20-46/2003-TS-III dated November 9, 2003 and subsequent clarification dated April 6, 2004 with effect from March 1, 2004. **(Annexure- A.4)**
 - c) Merger of 50% DA / DR.
To discuss the merger of 50% DA & DR with basic pay and basic pension w.e.f. 01.04.2004 as per Ministry Circular No. F-20-38/2003-TS-III dt.11.6.2004 and to consider the financial implications. **(Annexure – A.5)**

- F.C.-4(2004)-6 :** To consider the Government of India Scheme Pension Scheme with the following benefits to the institute employees.
- (g) Calculation of pension taking into consideration of average 10 months average pay for fixation of pension on the day of retirement.
 - (h) The date of implementation of scheme at NIT Rourkela will be w.e.f. April, 2003, the day of conversion to NIT with full funding by Government of India.
 - (i) The commutation value may be paid to pensioners @40% instead of 1/3rd as paid earlier.
 - (j) Restoration of full pension will be done after completion of 15 years instead of 12 years.
 - (k) Retirement Gratuity will be paid up to a maximum of Rs.3.5 lakhs maximum instead of Rs.2.5 Lakh as done earlier.

(Annexure – A.6)

- (l) Implementation of New Pension Scheme for the employees recruited in this Institute after 1.1.2004 shall be covered under this new rule as per letter received from Govt. of India, MHRD, Dept of Secondary and Higher Education vide No.F.20-46/2003-TS-III dt.9.6.2004. Accordingly the monthly contribution would be 10% of the salary (basic pay and DA) and equal match by the MHRD. However, there will be no contribution from the Govt. in respect of individuals who are not Institute employees. The contributions and investment returns would be deposited in a non-withdrawable Pension tier – I account. The existing provisions of defined benefit pension and GPF would not be available to the new recruits of Institute.

(Annexure – A.7)

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(Annexure – A.8)

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(Annexure – A.9)

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(Annexure – A.11)

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(Annexure – A.12)

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(Annexure – A.14)

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(Annexure – A.16)

**(S. K. UPADHYAY)
REGISTRAR & SECRETARY
FINANCE COMMITTEE**