

NIT/AP/Estt-47/2011-12

Dated 04/08/2013

NATIONAL INSTITUTE OF TECHNOLOGY, ARUNACHAL PRADESH
YUPIA, ARUNACHAL PRADESH – 791112

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**MINUTES OF THE MEETING OF 3rd FINANCE COMMITTEE
OF NATIONAL INSTITUTE OF TECHNOLOGY,
ARUNACHAL PRADESH**

Meeting No. : 03rd FINANCE COMMITTEE

**Venue : Indian Institute of Technology,
Guwahati – 781039,
Assam.**

Date : 04/08/2013

Time : 10:00 AM

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Minutes of the Meeting of 3RD Finance Committee of NIT, A.P. held on 04/08/2013 at 10:00 AM in the Conference Room of Indian Institute of Technology, Guwahati.

Following members were present:-

1. **Dr. Gangan Prathap**, Chairperson, NIT, A.P., - In the Chair
2. **Prof. C.T. Bhunia**, Director, NIT, A.P. - Member
3. **Shri Satpal Sharma**, Representative, MHRD - Member
4. **Prof. P.P.Sahu**, Professor, ECE, Tezpur University - Member
5. **Dr. Bubu Bhuyan**, HoD, IT, NEHU, Shillong - Member
6. **Sri P.K. Modak**, OSD, NIT, A.P. - Non-Member Secretary

Agenda item No. 3.1 : Confirmation of the Minutes of Second Finance Committee and Action taken Report.

Resolution: The minutes of the 2nd Finance Committee were duly approved. Action Taken reports were noted. Out of discussion on action taken report, the followings were discussed, noted and recorded:

- (i) The procurement of Laboratory items & equipments as approved in the 2nd Finance Committee had been found to be done following laid down procedures & rules of GFR in strict compliance (inviting quotations / accepting LQs compared with Technical Evaluation by Technical Committee / Purchase Committee etc).
- (ii) The expenditure incurred for foundation stone laying ceremony by Hon'ble HRM as approved in 2nd Finance Committee had been examined to be as per GFR. The high expenditure was noted to be due to a) arrangement of HRM's visit twice including one of Sri Kapil Sibalji, the then Hon'ble HRM that was cancelled at the very last moment and (b) participation of about 4000 people in meeting of Dr. Pallam Raju, the Hon'ble HRM at present.
- (iii) The proposed matching grant for holding seminar was found to be at par with guidelines available for this purpose.
- (iv) The process of expenditure incurred for Land Development was found to be as per GFR.

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- (v) The allotment of the construction work at permanent site at Jote to different Govt. Agencies was found to be in order with released advance being below 33% of cost estimate in respective cases
- (vi) The proposal passed in 9th Buildings & Work Committee for allotment of next phase of construction work to different Govt. Agencies (including main bridge to Roof & Bridge and temporary bridge to HPL) was duly ratified & approved.

Agenda item No. 3.2: Inspection Report for the period 2011-12
(No. AB/AP/NIT/IR/2011-12/65 dated 14/08/2012.

The inspection Report vide No. AB/AP/NIT/IR/2011-12/65 dated 14/08/2012 may please be seen at Annexure-I. About all the observed paras dropped by the A.G Office. Replies of un-dropped paras, again have been sent to A.G Office, Itanagar for their further course of action and dropping. This is for information to the august house.

Resolution: The points of disputes raised in inspection report were clarified as below:-

- (i) Due to inexperience, the engineering cell did not take prior approval of the cost estimate of pretty construction work taken up on exigency. Such lapse is unintentional. But the fact is that quotations were duly invited & LQs meeting technicality were accepted. After the lapse was made clear, the engineering cell faithfully thereafter had been taking the approval of cost estimate by the Director before calling quotation.
- (ii) Due to shortage of manpower, advances were not adjusted which had been done subsequently with engagement of some contingent staff with terms of MHRD.
- (iii) The rent of all govt. & private houses in possession of NIT, A.P. were fixed by NIT, Durgapur and of previous FYs was supposed to be paid by NIT, Durgapur which they had not done. To avoid administrative problem and disturbances of academics & students accommodation, the Director was honestly bound to clear all dues pending so long and of previous FYs. Lapse was therefore recorded to be an part of NIT, Durgapur.

FC accepted the clarifications given as above and endorsed the same to be forwarded to the AG, for compliance & clearance.

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Agenda item No. 3.3 : Submission of Annual Report 2011-12 and Audit Report for 2011-12.

The present Director has taken charges of NIT, A.P. w.e.f 01/11/2011. The Annual Report and Audited Report of 2011-12 (November 2011 – March 2012) submitted accordingly to MHRD, New Delhi in time. But MHRD is pressing for Annual Report / Audit Report of 2010-11 and 2011-12 (upto 31/10/12) which is with Mentor Director, NIT, Durgapur and no documents till date have handed over to NIT, A.P. Yupia for preparation /submission of Annual Report / Audited Report to MHRD. This is for information of the house.

Resolution: The house resolved to write a letter to mentor Director NIT, Durgapur to submit Annual Report and Audit report for 2010-11 and 2011-12 (up to 31st October, 2011), to the Ministry for placing in the Parliament. Otherwise they may handover all the documents, vouchers and other papers to the Director NIT, Arunachal Pradesh so that pending Annual Reports and Audit Reports can be initiated for pending periods.

Agenda item No. 3.4: Submission of Annual and Accounts 2012-13 and approval of expenditure incurred.

Annual Account of NIT, A.P. (Main a/c 32043127339 maintained with SBI Nirjuli) has been prepared and will be placed in the table which may please be accepted. The closing balance of Rs.5349038/- in bank (SBI Nirjuli) and Rs.245529/- in cash which may please be permitted to carry over in the financial year 2013-14.

Resolution: Permitted for carry forward of closing balance of Rs.5349038/- in bank (SBI Nirjuli) and Rs.245529/- in cash. The house also directed to submit Annual Accounts 2012-13 by Certification of internal Auditor and empowered Chairperson BoG to endorsed the Annual Accounts 2012-13 to submit to AG (Audit) Itanagar, Arunachal Pradesh. The responsibility is entrusted to OSD and Accountant to complete Audit on time under direction and control of Director. The Chairman was authorised to approve annual report & sign balance sheet.

Agenda item No. 3.5: Submission of Budget 2013-14 and budgetary Grant sanctioned by MHRD for 2013-14 for NIT, A.P.

The Institute is in Project Stage. For construction works alongwith establishment expense, the following budget has been submitted to the MHRD based on actual requirement.

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1. Recurring requirements (details of Salary Components, Non - Salary Components, Pension, DA, DR etc.) to be met out from 36 Object Head under plan. (112-36) (₹ In lakh)

	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Gross requirement of funds 2013-14	Unspent balance as on 01.04.2013	IRG for 2012-2013	Projected IRG 2013-14	Net requirement for 2013-14
Salary Components	-	153.44	400.00	} 3.04	} 95.81	} 100.00	} 666.96
Non - Salary Components	-	177.23	370.00				
TA	-	29.37	40.00				
Advt.	-	21.67	30.00				
Office Exp	-	12.57	30.00				
Electricity	-	10.60	15.00				
ECA	-	8.60	15.00				
Wart. Of Vehicle	-	40.26	50.00				
Rent of building	-	31.69	50.00				
Legal Charge	-	0.25	1.00				
Wart. of building	-	14.12	40.00				
Printing / Stationary	-	5.84	10.00				
Postage	-	0.24	1.00				
Telephone	-	2.02	3.00				
Consumables of Lab	-	-	20.00				
MCC / NSS	-	-	15.00				
Wart of Office equip	-	-	10.00				
Total =		330.67	770.00	3.04	95.81	100.00	666.96

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II. Recurring requirements (details of Salary Components, Non-Salary Components, Pension, DA, DR etc.) to be met out from 36 Object Head under plan. (789-36)

(₹ In lakh)

	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Gross requirement of funds 2013-14	Unspent balance as on 01.04.2013	IRG for 2012-2013	Projected IRG 2013-14	Net requirement for 2013-14
Salary Components	-	20.43	45.00	} 1.50	} 9.03	} 12.00	} 66.50
Non Salary Components	-	2.10	35.00				
TA	-	-	10.00				
Stationery	-	-	5.00				
Printing	-	-	-				
Office Exp	-	-	20.00				
Total =		22.53	80.00	1.50	9.03	12.00	66.50

III. Recurring requirements (details of Salary Components, Non - Salary Components, Pension, DA, DR etc.) to be met out from 36 Object Head under plan. (786-36)

(₹ In lakh)

	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Gross requirement of funds 2013-14	Unspent balance as on 01.04.2013	IRG for 2012-2013	Projected IRG 2013-14	Net requirement for 2013-14
Salary Components	-	42.84	80.00	} (-) 3.52	} 32.88	} 35.00	} 68.52
Non Salary Components	-	1.56	20.00				
TA	-	1.56	10.00				
Printing	-	-	10.00				
Total		44.40	100.00	(-) 3.52	32.88	35.00	68.52

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L Plan (non-recurring) fund requirements during 2013-14 (Project wise expenditure towards Ongoing projects and New Projects to be taken up may be furnished separately). 31 Object Head (112 - 31)

(₹ In lakh)

Name	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Unspent balance as on 01.04.13	Requirements of Funds / Projects to be taken up during				Gross requirement for 2013-14	Net requirement for 2013-14
				1 st quarter upto 30.06.13	2 nd quarter upto 30.09.13	3 rd quarter upto 31.12.13	4 th quarter upto 31.03.14		
	291.43/-	1259.22/-	7.41/-						
Office equip	12.16	10.65						20.00	
Lab Equip(EEE)	19.98	52.19						100.00	
Lab Equip(Phy)	15.50	7.95						20.00	
Lab Equip(CSE)	92.41	64.75						50.00	
Language Lab	22.50	2.50						5.00	
BDK	-	7.50						10.00	
Const of Ty. Helipad	-	12.14						-	
Const of Admn building	-	200.00						300.00	
Water supply system at Jote	-	217.73						300.00	
Horticulture Equip	-	0.36						0.50	
Library book	-	26.16						40.00	
Land Development	-	540.78						200.00	
State electrification of Ty Campus	27.00	27.00						-	
Stipend A/c	-	24.20						-	
Const Of Workshop	-	19.60						-	
Furniture	-	13.28						-	

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Lab Equip (ECE)	27.50	32.43							
Const. Works	74.38	-							
Const. Of 2 Nos Hostel bldg.	-	-						400.00	
Const. Of Type IV Accom (08 Nos)	-	-						400.00	
Const. Of Type-III Accom (08 Nos)	-	-						300.00	
Total =	291.43	1259.22						2445.50	

II. Plan (non-recurring) fund requirements during 2013-14 (Project wise expenditure towards Ongoing projects and New Projects to be taken up may be furnished separately). 31 Object Head (789 -- 31)

(₹ In lakh)

Name	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Unspent balance as on 01.04.13	Requirements of Funds / Projects to be taken up during				Gross requirement for 2013-14	Net requirement for 2013-14
				1 st quarter upto 30.06.13	2 nd quarter upto 30.09.13	3 rd quarter upto 31.12.13	4 th quarter upto 31.03.14		
		305.34/-	72.90/-						
Const. Of 2 Nos Academic building (Civil Engg. & Mech Engg.)	-	250.00						400.00	
Land development work	-	55.34						200.00	
Const. Of another 4 Nos Academic building (CSE, EEE, ECE and Bio-Tech)	-							600.00	
Total =	-	305.34						1200.00	

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III. Plan (non-recurring) fund requirements during 2013-14 (Project wise expenditure towards Ongoing projects and New Projects to be taken up may be furnished separately). 31 Object Head (796 – 31)

Name	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Unspent balance as on 01.04.13	Requirements of Funds / Projects to be taken up during				Gross requirement for 2013-14	Net requirement for 2013-14
				1 st quarter upto 30.06.13	2 nd quarter upto 30.09.13	3 rd quarter upto 31.12.13	4 th quarter upto 31.03.14		
		273.25/-	(-) 21.30/-						
Const. Of boundary Wall	-	214.60						200.00	
Const. Of Director's Bugnlow	-	50.00						50.00	
Library book	-	8.65						10.00	
Const. Of approach road	-	-						200.00	
Development of Lab (ME)	-	-						100.00	
Development of Lab (CE)	-	-						100.00	
Total =	-	273.25						660.00	

I. Plan (non-recurring) fund requirements during 2013-14 (Project wise expenditure towards Ongoing projects and New Projects to be taken up may be furnished separately). 35 Object Head (112 – 35)

Name	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Unspent balance as on 01.04.13	Requirements of Funds / Projects to be taken up during				Gross requirement for 2013-14	Net requirement for 2013-14
				1 st quarter upto 30.06.13	2 nd quarter upto 30.09.13	3 rd quarter upto 31.12.13	4 th quarter upto 31.03.14		
	59.56	200.50/-	1.78/-						
Additional	-	26.33						30.00	

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alternation of Bld								
Extension of Class room at Ty. Campus	-	37.38						
Const. Of approach road at Jote	-	50.59						100.00
Furniture	59.56	27.29						100.00
Lab. Equip (ECE)	-	58.91						60.00
Total =	59.56	200.50						290.00

II. Plan (non-recurring) fund requirements during 2013-14 (Project wise expenditure towards Ongoing projects and New Projects to be taken up may be furnished separately). 35 Object Head (796 – 35)

(₹ In lakh)

Name	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Unspent balance as on 01.04.13	Requirements of Funds / Projects to be taken up during				Gross requirement for 2013-14	Net requirement for 2013-14
				1 st quarter upto 30.06.13	2 nd quarter upto 30.09.13	3 rd quarter upto 31.12.13	4 th quarter upto 31.03.14		
VVIP visit	-	66.50	(-) 3.51					-	
Addition/ alternation of building	-	24.30						-	
Extn of Class room	-	8.92						-	
Const. Of 2 Nos Hostel bldg.	-	-						400.00	
Const. Of Type-II Accom (16 Nos)	-	-						400.00	
Total =	-	99.72						800.00	

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III. Plan (non-recurring) fund requirements during 2013-14 (Project wise expenditure towards Ongoing projects and New Projects to be taken up may be furnished separately). 35 Object Head (789 – 35)

(₹ In lakh)

Name	Actual expenditure for 2011-12	Actual expenditure for 2012-13	Unspent balance as on 01.04.13	Requirements of Funds / Projects to be taken up during				Gross requirement for 2013-14	Net requirement for 2013-14
				1 st quarter upto 30.06.13	2 nd quarter upto 30.09.13	3 rd quarter upto 31.12.13	4 th quarter upto 31.03.14		
Const. Of bridge over river Jote	-	-						400.00	
Land Development	-	-						100.00	
Total =	-	-						500.00	

SUMMARY SHEET - ANNEXURE "A"

Object head wise summary of requirement of fund for NIT, Arunachal Pradesh, Yupia.

A.			
i)	112 – 36	-	666.96 Lakh
ii)	789 – 36	-	66.50 Lakh
iii)	796 – 36	-	68.52 Lakh
		Total -	801.98 Lakh
B.			
i)	112 – 31	-	2445.50 Lakh
ii)	789 – 31	-	1200.00 Lakh
iii)	796 – 31	-	660.00 Lakh
		Total -	4245.50 Lakh
C.			
i)	112 – 35	-	290.00 Lakh
ii)	796 – 35	-	800.00 Lakh
iii)	789 – 35	-	500.00 Lakh
		Total -	1590.00 Lakh

Gross Requirement for 2013-14 = **6637.48 Lakh**

Allotted budget for 2013-14 is yet to be sanctioned. The institute received Rs. 18000.00 Lakh (Eighteen Crore) for first qtr release.

Resolution: Accepted.

Agenda item No. 3.6 : Reporting and approval of expenditure incurred on the allotted works at permanent site of NIT, A.P. at Jote.

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Details of expenditure may please seen in Annual Account 2012-13 which will be placed on the table.

Resolution: Accepted and approved.

Agenda item No. 3.7 : Additional work to be undertaken by NIT, A.P. if further fund provided by MHRD.

The Director, NIT, A.P. has intended for taking up following additional works if extra fund provided by the ministry.

(A) Central Public Work Department (CPWD)

- | | | |
|---------------------------|---|----------|
| (i) Central Library | - | 1 Block |
| (ii) Type V Accommodation | - | 2 Blocks |
| (iii) Sports Unit | - | 1 Block |

(B) M/s Hindustan Prefab Ltd. (HPL)

- | | | |
|----------------------------|---|----------|
| (iv) Type-IV Accommodation | - | 2 Blocks |
| (v) Guest House | - | 1 Block |
| (vi) Academic Blocks | - | 3 Blocks |
| (a) EEE (b) ECE (c) CSE | | |
| (vii) Hostel Block 450 Bed | - | 1 Block |

(C) Arunachal Pradesh Public Work Department (APPWD)

- | | | |
|------------------------------|---|----------|
| (viii) Type-II Accommodation | - | 2 Blocks |
| (ix) Medical Unit | - | 1 Block |

Resolution: Accepted, provided fund is allocated by the Ministry of HRD. Decisions of the 9th Building and Works Committee, were duly approved in this regard.

Agenda item No. 3.8 : Misc. items if any in the permission of the Chairperson.

A) Ratification of enchainment of honorarium of Visiting Professor and sitting allowance of members, dignitaries taking parts in different meeting etc. of NIT, A.P.

Director has recommended for enhancement of honorarium of visiting Professor for taking classes of NIT, A.P. and enhancement of sitting fee of members & dignitaries for taking parts in meeting of NIT, A.P. at the following rates on the approval of Chairperson of BoG.

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- a. Sitting Allowance - ₹ 4000/- (Rupees four thousand) only per meeting.
- b. Honorarium for delivering lecture to students
- (i) Professor - ₹ 2500/- (Rupees two thousand five hundred) only per lecture of minimum 01(One) hour.
- (ii) Asso. Professor - ₹ 2000/- (Rupees two thousand) only per lecture of minimum 01(One) hour.
- (iii) Asst. Professor - ₹ 1500/- (Rupees one thousand five hundred) only per lecture of minimum 01(One) hour.
- (iv) Visiting Lecturer / Guest Lecturer - ₹ 1000/- (Rupees one thousand) only per lecture of minimum 01(One) hour.

Resolution: The house approved and accepted the proposal.

B) Misc.: Visit of Hon'ble Dr. Sampatroda

Resolution: After a brief discussion on the part of his TA/DA from abroad the house directed to consult appropriate authority and the proposal was accepted in principle.

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

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