



NATIONAL INSTITUTE OF TECHNOLOGY, ARUNACHAL PRADESH, YUPIA, Pin-791112

(Established by MHRD, Govt. of India)

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F.24/Dir/NIT(AP)/Finance Committee/2012

Date: 15<sup>th</sup> October, 2017

**MINUTES OF THE 13<sup>TH</sup> FINANCE COMMITTEE MEETING OF NIT, ARUNACHAL PRADESH HELD ON 15/10/2017 (SUNDAY) AT 10:00 AM AT AICTE CONFERENCE ROOM, AICTE BUILDING, NEW DELHI.**

**FOLLOWING MEMBERS ATTENDED THE MEETING:**

1. Prof. Anil D Sahasrabudhe, Chairperson, BOG, NIT, Arunachal Pradesh & Chairman, AICTE, New Delhi
2. Prof. S Birendra Singh, Director In-Charge, NIT, Arunachal Pradesh
3. Shri Anil Kumar, DIR (Finance), Department of Higher Education, MHRD, Govt. of India.
4. Shri K Rajan, Under Secretary (Technical Section III), Deptt. of Higher Education, MHRD, Govt. of India.
5. Dr. Tejum Padu, Former Director Higher Education, Govt. of Arunachal Pradesh, Itanagar, Arunachal Pradesh
6. Dr. Swarnendu Kumar Chakraborty, Dean i/c (F&A), NIT, Arunachal Pradesh
7. Dr. Pratap Kumar Bandhyopadhyay, Registrar In-Charge, NIT, Arunachal Pradesh
8. Sri Taba Tadhe Goyang, Assistant Registrar (Admn & Acad), NIT, Arunachal Pradesh.

**ITEM NO. 13.1: CONFIRMATION OF MINUTES OF 12<sup>TH</sup> MEETING OF THE FINANCE COMMITTEE DATED 27<sup>TH</sup> AUGUST, 2017 & ACTION TAKEN REPORT**

Decision: Minutes of 12<sup>th</sup> FC of NIT, Arunachal Pradesh were duly approved. Action Taken Reports were noted and approved.

Item No. 12.27: FC proposed that present process must be continued for payment of student registration fee and others. SBI must open a branch and ATM at the permanent campus of NIT AP Jote.

**ITEM NO. 13.2: MEDICAL INSURANCE PROPOSAL FOR TEACHING & NON-TEACHING STAFF OF NIT ARUNACHAL PRADESH**

**In patient department (IPD) proposal:** As NIT Arunachal Pradesh is geographically located in a remote area and the state of the art medical facility is not available in nearby area of 6 km span. Presently, we don't have regular/temporary medical officer in our institute. Therefore, most of the times, people from NIT AP have to visit Guwahati/Kolkata/Chennai/Shillong etc. for better medical treatment. However, to do so, people have to take clearance from Chief Medical Officer followed by Director of Health. At sometimes due to emergency, it is difficult for getting clearance in a short span of time and it leads to a problem while claiming the reimbursement.

*[Handwritten signatures and dates in blue ink]*

Therefore, it is proposed for IPD that Corporate Medical Insurance may be provided from government undertaking organization to all the members of NIT AP including their dependents. It has been enquired and learnt that nearby institute like IIT Guwahati also follows this procedure and the institute provides premium for the same. NIT AP has already implemented Corporate Medical Insurance for the students tying up with United Insurance Corporation (Govt. of India undertaking). Different proposals from PSUs and private organizations are placed in **Annex-13.II page no.34**. Employees having more number of dependents apart from the coverage of the Insurance provider, the concerned employee has to pay the extra premium by him/herself if he/she wishes to cover the extra dependent. Once, authority implements the proposed insurance policy then no other claim will be admissible under IPD irrespective of dependents and non-dependent.

Sl No.	Name of the organization	Premium amount per family (04 members including employee)	Coverage
1	National Insurance Corporation Ltd.	Rs. 11,429/-	Rs. 2,00,000/-
2	Oriental Insurance Co.	Rs. 13,333/-	Rs. 2,00,000/-
3	Star Health Insurance Co.	Rs. 4,000/-	Rs. 2,00,000/-
4	Bajaj Allianz	Rs. 2,159/-	Rs. 2,00,000/-

All the rates mentioned above are approximate and their exact terms and conditions need to be examined.

**Out Patient Department (OPD):** For OPD, we are in a practice of providing the cost of medicine. But FC may accord approval to provide cost of medicine along with laboratory fee (government/private) properly endorsed by the concerned physician as we don't have regular medical officer and proper medical facility in our Institute campus. Other rules and regulations must be governed by the CCS rule.

Finance Committee may like to approve and can give any suitable suggestion.

**Decision:** FC advised to continue the present practice for both IPD and OPD. Also asked to take a review from two old NITs and two new NITs if possible from IIT Madras.

**ITEM NO. 13.3: Ratification for Procurement of items for various laboratories of various departments.**

A. Quotations were invited vide tender no. NIT/AP/SA-1/2015-16/247-248 Dated 26/05/2017, NIT/AP/HOD/CE/Faculty/01/298 Dated 06/06/17, F.7/Lib/NIT/(AP)/2012/652 dated 17/08/2017, NIT/AP/ ECE/M.Tech lab/2016/625 dated 16/08/2017 for procurement of various laboratory items and Furniture. As per 2-tier tendering process (firm's technical bids and financial bid), bids were invited separately and examined separately to make the procurement process transparent and squarely fair. The tender papers were examined by the institute level purchase committee with due recommendation followed by vetting.

The copies of advertisement & the vetted recommendations are placed at ANNEX. Based on vetted recommendation of Technical expert Prof. M. Chandrashekran, HoD, ME, NERIST, Prof. Dipankar Bandyopadhyay, Department of Chemical Enggg. & Prof. Vikash K.Dubey, Department of Biosciences and Bio-Engineering, IIT Guwahati purchase committee was

constituted & Director accorded approval and sanction for procurement as stated in the table as below. The details have been given in ANNEX-13.III page no 36.

Status of supply orders of various firms and approx. estimated cost therein is as follows:-

Name of labs	Deptt.	Name of firms	Status of order	Approx. Estimated amount	Remark
Hostel Furniture	Hostel	M/s T.Y.Traders, Itanagar	Material supplied	Rs.85,55,259/-	-
Software	CE	M/s CSA Consultants Pvt. Ltd., Kolkata	Order issued	Rs.12,16,676/-	-
Software	CE	M/s Elmax Systems & Solutions, Kolkata	Software installed	Rs.12,64,611/-	-
Software renewal	CE	M/s CDTRAINS Infotech (P) ltd.	Order issued	Rs.23,600/-	-
UTM Machine maintenance	ME	M/s Blue Star Engineering & Electronics Limited, Kolkata	Order Issued	Rs.47,200/-	-
Networking & Instrumentation lab items	Networking	M/s BMG Informatics Pvt. Ltd, Guwahati	Order Issued	Rs.6,10,296/-	-
	Networking	E-Solutions, Jain Complex, Guwahati	Order Issued	Rs.1,08,029/-	-
	ECE	M/s Maverick Technologies, Guwahati	Order Issued	Rs.4,31,232/-	-
Library Server	Library	M/s BMG Informatics Pvt. Ltd, Guwahati	Order Issued	Rs.6,44,435/-	-
Sports Items	Sports Cell	M/s Sports Collection, Naharlagun	Material received	Rs.1,98,525/-	Rs.1,78,673/- & (90% payment released)

Tender under process:

1. NIT/AP/Sports Cell/03/2012/830 dated 12/09/2017 for spots equipments.
2. F.5/Lib/NIT (AP)/2011/554 dated 03/08/2017 for library furniture.
3. NIT/AP/PUR-72/2017-18/457-458, Dated 20/07/2017 for Biotechnology lab equipments.
4. NIT/AP/PUR-71/2017-18/ 826-827 Dated 12/09/2017 for Mechanical Engg. Laboratory Equipments.
5. NIT/AP/ECE/M. Tech lab/2016/674-675 dated 22/08/2017 for ECE lab equipments.
6. NIT/AP/HoD/(BSH)/PHY/2012/01/829 Dated:12/09/2017 for Basic & Applied Science department.
7. NIT/AP/PUR-01/2011/773, dated 05/09/2017 for Desktops.
8. NIT/AP/PUR-71/2017-18/ 503 dated 26/07/2017 for Mechanical Engg workstation.
9. NIT/AP/PUR-06/2011/653, dated 18/08/2017 for 10KVA on line UPS for CE.

Finance Committee may like to ratify & approve.

**Decision:** "Purchase Committee is expected to provide full comparative statement and ensure that the rates of the selected lowest quoted party are reasonable. This may be ensured by checking with the purchase Committee and reported to FC.

**THUS in the previous purchases, the Committee should certify that the process of purchase is not only followed as per GFR but rates are reasonable.**

**In all future cases too purchase Committee should ensure this."**

**ITEM NO. 13.4: Reporting of status of different ongoing works at permanent site, Jote and approval of the fund released to construction agencies.**

Name of the Project	Executing Agency	Total cost of the project	Total fund Released (in lakh)	Requirement of fund	Status of work (% of completion)
Construction of Director Bungalow, Admin Building & Academic Building(Civil & Mechanical)	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 5246.98 lakh	Rs. 3353.61 lakh	Rs. 1893.37 lakh	78%
Construction of 2 Nos.Academic Building (Chemical & Bio-Chemical)	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 3480.69 lakh	Rs. 2148.58 lakh	Rs. 1332.11 lakh	79%
Construction of Hostel Building	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 3936.32 lakh	Rs. 887.26 lakh	Rs. 3049.06 lakh	67%
Construction of Academic Block (CSE + ECE)	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 6229.01 lakh	Rs. 1027.78 lakh	Rs. 5201.23 lakh	10%
Construction of Retaining wall, Road work & Misc. Work	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 2017.87 lakh	Rs. 929.26 lakh	Rs. 1088.61 lakh	90%
Construction of UG Hostel for Girls and Type-IV(B) Qtr. for PEB Structure	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 6540.00 lakh	Rs. 3591.52 lakh	Rs. 2948.48 lakh	65%

Construction of Steel Bridge	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 140.00 Lakh	Rs. 87.89 lakh	Rs. 52.11 lakh	100%
Construction of RCC Slab over Temporary steel Bridge	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 18.57 Lakh	NIL	Rs. 18.57 lakh	100%
Construction of RCC U Shaped Drain cum Retaining wall for Hill Bottom of Administrative Building at NIT, Jote	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 128.27 Lakh	NIL	Rs. 128.27 lakh	100%
Providing & Installation of Passenger Elevator (5 Nos. for 16 Passenger & 1 Nos. for 8 Passengers) including Civil & Electrical works for Civil, Mechanical, Biotech, chemical and Administrative Block	Hindustan Prefab Limited, A Govt. of India Enterprise	Rs. 270.33 lakh	Rs. 54.06 lakh	Rs. 216.27 lakh	16%
Construction of Boundary Wall	Central Public Work, Kimin Central Division, Govt. of India	Rs. 1913.24 lakh	Rs. 1554.51 lakh	Rs. 358.73 lakh	95%
Construction of Central Library	Central Public Work, Kimin Central Division, Govt. of India	Rs. 7471.00 lakh	Rs. 1867.75 lakh	Rs. 5603.25 lakh	25%
Construction of Hostel Building (Boy's and Girl's)	Public Work Deptt. Doimukh Division, Govt. of A.P.	Rs. 7899.26 lakh	Rs. 2858.56 lakh	Rs. 5040.70 lakh	75%
Construction of Approach road at NIT, A.P.	Public Work Deptt. Doimukh Division, Govt. of A.P.	Rs. 276.31 lakh	Rs. 276.31 lakh	NIL	100%
Up-gradation of Existing Approach Road, NIT, A.P.	Public Work Deptt. Doimukh Division, Govt. of A.P.	Rs. 322.67 lakh	Rs. 290.16 lakh	32.51	100%
Construction of Feeder Road, Internal Road & Main Road	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 3866.28 lakh	Rs. 2140.48 lakh	Rs. 1725.80 lakh	80%
Construction of Retaining wall in between Bridge & Entry point	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 408.28 lakh	Rs. 408.28 lakh	NIL	100%

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Construction of Type-II Qtr.	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 1604.00 lakh	Rs. 751.00 lakh	Rs. 853.00 lakh	72%
Construction of Entrance Gate	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 205.60 lakh	Rs. 51.40 lakh	Rs. 154.20 lakh	56%
Construction of 5 Bedded Medical Unit	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 868.47 Lakh	Rs. 217.11 lakh	Rs. 651.36 lakh	65%
Construction of Retaining wall (120 m)	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 242.56 Lakh	Rs. 145.54 lakh	Rs. 97.02 lakh	95%
Construction of Storm Water Drain along the outer side of compound wall of NIT, Jote	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 327.82 Lakh	Rs. 81.95 lakh	Rs. 245.87 lakh	95%
Anti-Erosion Protection work at Front and Back side of Boys Hostel at NIT, A.P	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 929.34 Lakh	Rs. 185.86 lakh	Rs. 743.48 lakh	55%
Repairing of Feeder Road, Internal Road & Main Road	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 85.00 Lakh	Rs. 50.00 lakh	Rs. 35.00 lakh	100%
Construction of Temporary road at NIT, Jote	Rural Work Deptt. Papum Poma Division, Yupia, Govt. of A.P.	Rs. 34.02 Lakh	Rs. 34.02 lakh	NIL	100%
Construction of Shopping Complex	Water Resource Deptt., Govt. of A.P.	Rs. 776.00 Lakh	Rs. 539.50 lakh	Rs. 236.50 lakh	83%
Construction of Retaining wall to save Bridge	Water Resource Deptt., Govt. of A.P.	Rs. 513.36 Lakh	Rs. 513.36 lakh	NIL	100%
Construction of Central Workshop	Water Resource Deptt., Govt. of A.P.	Rs. 511.24 Lakh	Rs. 223.66 lakh	Rs. 287.58 lakh	50%
Construction of MIBT Type-1 Qtr. at NIT, A.P.	Water Resource Deptt., Govt. of A.P.	Rs. 127.36 Lakh	Rs. 127.36 lakh	NIL	100%
Additional earth cutting for land at upper and lower	Water Resource Deptt., Govt. of	Rs. 115.55	Rs. 50.00	Rs. 65.55	100%

ridge of NIT, Quarter area at NIT, A.P. Jote	A.P.	Lakh	lakh	lakh	
Providing Power Supply at NIT, A.P.	Power Deptt. Govt. of A.P.	Rs. 112.45 Lakh	Rs. 112.45 lakh	NIL	100%
Providing water supply at NIT, A.P. Jote	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 870.92 lakh	Rs. 791.60 lakh	Rs. 79.32 lakh	96%
Construction of Type-IV (A) Quarter	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 2586.00 lakh	Rs. 1581.38 lakh	Rs. 1004.62 lakh	87%
Construction of Approach road Water Treatment Plant	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 121.00 Lakh	Rs. 96.49 lakh	Rs. 24.50 lakh	98%
Construction of VIP & Faculty Guest House	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 1451.40 lakh	Rs. 562.85 lakh	Rs. 888.55 lakh	60%
Construction of Compound wall around WTP	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 34.29 Lakh	Rs. 25.72 lakh	Rs. 8.57 lakh	100%
Construction of Football Ground	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 1182.46/- lakh	Rs. 286.49 lakh	Rs. 895.97 lakh	60%
Relocation of water supply line at Jumi Village	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 68.82 Lakh	Rs. 48.17 lakh	Rs. 20.65 lakh	98%
Construction of Water Testing Laboratory for Water Treatment Plant at NIT, Jote.	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 9.18 Lakh	Rs. 3.67 lakh	Rs. 5.51 lakh	98%
Construction of 2 Lakh Litres capacity water tank at NIT, Jote.	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 29.42 Lakh	Rs. 11.77 lakh	Rs. 17.65 lakh	98%
Construction of Type-IV Quarter (Sh: RCC Retaining wall)	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 80.90 Lakh	Rs. 32.36 lakh	Rs. 48.54 lakh	100%
Restoration of Flood Damaged Water supply system at NIT, A.P.	PHE & WS Deptt., Itanagar Division, Govt. of A.P.	Rs. 14.63 Lakh	Rs. 5.85 lakh	Rs. 8.78 lakh	100%

Finance Committee may like to ratify and approve the same.

**Decision: Ratified. FC also proposed to release fund for nearly completion construction.**

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**ITEM NO. 13.5: Ratification for Procurement of Books/e-resources/journals at Central Library.**

**a. For E-resource:**

Sl. No.	Items of Procurement	Supplier	Amount Spent (Rs.)	Present Status
1.	Science Direct, Elsevier (Renewed for one year)	Allied Publishers Subscription Agency, Kolkata.	NIL	Rs. 53,54,147/- <b>Approval required</b>
2.	SciFinder (Renewed for one year)	Chemical Abstract Service, Columbus, Ohio	\$ 21,505.00	<b>Approved but payment not released till date.</b>
3	Springer	Allied Publishers Subscription Agency, Kolkata.	EUR 9495.46 (including GST)	<b>Approval required</b>

Note: Rate has been calculated as per negotiated rate of e-SS. Supporting documents may be seen at ANNEX-13.IV page no. 126. Finance Committee may like to approve the same.

**b. For Books and Print Journals Procurement:**

Sl. No.	Items of Procurement	Supplier	Amount Spent (Rs.)	Present Status
1.	Books Procurement Order No. NIT/AP/AR(Acad)/Procurement of Books/51/2016/1701 dated: 24/02/2017	M. R. Books, Guwahati	Rs. 2,82,698/-	Pending Amount NIL
2.	Books Procurement Order No. NIT/AP/AR(Acad)/Procurement of Books/51/2016/230 dated: 23/05/2017	M. R. Books, Guwahati	Rs. 4,75,784/-	Pending Amount Rs. 1,24,216/-

**c. For up-gradation of LIBSYS software and procurement of server:**

Sl. No.	Items of Procurement	Supplier	Amount Spent (Rs.)	Present Status
1.	Libsys s/w up-gradation: Order No. F.7/LIB/NIT(AP)/2012/398 dated 30/06/2017	LIBSYS Ltd. Gurgaon	NIL	Pending Amount Rs. 3,15,750/-
2.	Procurement of server	PO released	NIL	Pending Amount Rs. 6,44,435/-

**d. Furniture For new library setup at Jote Campus:**

Requisition for newly setup the library at Jote campus of Rs. 21,42,000/- only, which was approved by the Director i/c on dated 19.05.2017. Procurement is under process. Finance Committee may like to ratify and approve.

**Decision: (a), (b) & (c) approved and ratified as proposed.**



*(d)FC advised to finalize tender and must take approval from next FC before placing purchase order with minimal requisition.*

**ITEM NO. 13.6: Increase of salary**

One application (ANNEX-13.V page no.144 ) has been received from Smti Hamnya Bangsia (contingent staff of Dept. of Electrical Engineering) requesting to raise her salary from existing amount of Rs. 7080/- to Rs. 10,000/- per month.

Finance Committee may look into this matter for all such low paid cases.

*Decision: As informed by the Registrar i/c, the format of the contract is such that minimum wages applicable (+) 10% as service charge is being paid to the agency of Mr. Tadar Akap. Now, as the minimum wages are usually notified by the Central/State government at every six months, the same need to be revised in this particular case also and other related cases too. Minimum wages applicable to NIT AP are that of area C notified by Central Government order no. Nil dated 01/04/2017. As per that letter, whatever the minimum wages may be paid to the labor through the agency w.e.f November 2017. It is also informed by the Registrar i/c that the present contract will be expired soon so the procedure for the next tender will be started immediately and while floating next tender all condition related to minimum wages and its applicability along with all rules and provisions should be clearly specified.*

**ITEM NO. 13.7: Ratification of the fee structure for back log students**

Two applications (ANNEX-13.VI page no.145) have been received from students (back log) to consider their fee as per the existing fee structure during their enrolment. The said applications were duly endorsed by the HoD concerned and Director NIT AP already approved the same. FC may kindly ratify the same.

*Decision: Approved as proposed. As MHRD letter on the revision of the fees is silent with respect to backlog cases, FC proposed that they should follow original fee structure at the time of their admission.*

**ITEM NO. 13.8: Reporting and accorded approval of letter no. "F. No. 33-4/2016 TS.III dated 4th August, 2017" regarding "Delegation of power to Ministers/Departments for payment of sitting fee in respect of Non-officials of Committees/Panels/Boards etc."**

A communication from Sri K. Rajen, US, NITs, Ministry of Human Resource, Govt. of India was received vide letter no. "F. No. 33-4/2016 TS.III dated 4th August, 2017" regarding "Delegation of power to Ministers/Departments for payment of sitting fee in respect of Non-officials of Committees/Panels/Boards etc." (ANNEX-13.VII page no.164). NIT Arunachal Pradesh was in a practice to pay the sitting allowance/honorarium to members of BoG, FC, B&WC, Senate, BoR, those who attend the meeting except internal member (ANNEX-13.VIII

**Page no.172).** After that NIT AP has implemented the stoppage of sitting fee amount to the officials of ministry/attached institute in reference to the communication received from MHRD vide letter no. "F. No: 21-9/2016-TS-II/TC dated 02<sup>nd</sup> February, 2016" (**ANNEX-13.IX page no.173**). Seeking approval for implementation of sitting allowance again at NIT AP as per its earlier practice.

FC may like to approve the same and may give suitable suggestion if any.

**Decision: Approved as proposed.**

**ITEM NO. 13.9: Ratification and seeking approval for financial assistance to conduct Addovedi 2017 (technical fest) and Atulyam 2018 (Cultural fest) respectively**

One proposal (**ANNEX-13.X page no.174**) was received from the Organizing Team which was duly endorsed by the Convenor of Addovedi 2017 to raise the institute financial assistance from Rs 2,50,000 to Rs. 5,00,000 to conduct Addovedi 2017 along with financial assistance. Director NIT AP has already approved the same.

Similarly financial approval for conducting Atulyam 2018 may be accorded for an amount of Rs. 10,00,000/-. Proposal may be seen at **ANNEX-13.XI page no.179**.

FC may kindly ratify and approve the same.

**Decision: Approved as proposed for Addovedi 2017. FC also approved Atulayam 2018 and proposed to club Ek Bharat Shrestha Bharat programme with it.**

**ITEM NO. 13.10:** Seeking approval for renewal of Guest House (Transit House) at Jalukbari, Guwahati, Assam

The guest house at Guwahati is very much essential as Guwahati is connected to all the major cities of India; besides NIT, AP is not connected with air to go to different places of India, only alternative to go to Guwahati.. The officials of NIT AP are to participate various meetings, conferences, workshops at various parts of the country so to halt at the NIT guest house at Guwahati to overcome the tedious 8 hrs. journey from Yupia to Guwahati which is 350 kms apart. Apart from this to conduct various board meetings (like BoG, FC, Senate, Selection board meeting etc.), workshop, seminar, interview and GD of MNCs (for placement of students) it is highly essential. The MoU of NIT AP guest house is going to expire on 7<sup>th</sup> November, 2017 (**ANNEX 13.XII page no.181**) and therefore, it may be renewed for another period of three (3) years. The room rent paid is as per CPWD guide line (**ANNEX 13.XIII Page no.185**). The MoU for furnishing items is also given at **ANNEX 13XIV Page no.186**.

FC may kindly approve the same.

**Decision: FC proposed that the proposal is approved with existing rates. In case owner does not accept the rates, negotiation will be held and approval of FC sought in the next meeting.**

**ITEM NO. 13.11:** Seeking approval for absorption of one contingent/temporary staff

With reference to the decision taken at 18<sup>th</sup> BoG under item no 18.15, one staff namely, Ms. Gopika Raj has already been engaged in Finance section purely on temporary basis with the

remuneration of Rs. 15,000 (fixed) per month. Details are placed at ANNEX 13.XV Page no.191 .

Her regularization is only possible after getting sanctioned post from MHRD and through open advertisement and clearance of selection board.

FC may approve the same.

**Decision: Dropped.**

**Additional agenda item for the 13<sup>th</sup> FC:**

**Agenda Item No. 13.2: Reporting and according approval of the draft separate audit report on the accounts of the NIT AP for the financial year 2016-17.**

**Decision: FC proposed, accounts must comply all observations by CAG for Financial year 2016-17 and reply to them if not. FC asked final audit report for the financial year 2016-17 needs to be placed in the next FC. FC also advised to hire one professional CA firm for internal audit of the main account.**

**Agenda Item No. 13.3: Consideration of the up-gradation of grade pay from Rs. 4,200 to Rs. 4,600/-**

**Decision: Deferred for next FC for all such cases of different grade pay. FC advised Registrar i/c to furnish all relevant documents for each employee.**

**Agenda Item No. 13.4: Seeking approval for procurement of one ambulance and one 4-wheeler medium capacity vehicle for permanent campus of Jote.**

**Decision: FC advised to hire/procure (may be arranged from IRG).**

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